



GLEN EIRA CITY COUNCIL

ORDINARY COUNCIL MEETING

MINUTES

7 February 2017

7.30pm

Present:

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

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In accordance with section 89 (2)(d) of the Local Government Act 1989, item Provision of Recruitment, Training and Associated Services Contract 1912/0618 is deemed confidential given it relates to a contractual matter.

13. CLOSURE OF MEETING



ORDINARY MEETING OF COUNCIL
held in the Council Chamber, Glen Eira Council Offices,
corner Hawthorn Road and Glen Eira Roads, Caulfield
on Tuesday, 7 February 2017

The Mayor, Cr Delahunty provided explanatory context to trialling a process for public participation (clause 230 of the Local Law). The Mayor invited members of the community who wished to ask a question or make a statement to write their question on the forms provided. At a later stage of the meeting, Council will suspend standing orders for a period of 15 minutes where the Mayor will invite the questioner to ask their question. The Mayor will refer questions to the most appropriate person to respond.

1. ACKNOWLEDGEMENT

The Mayor read the acknowledgement.

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

2. APOLOGIES - NIL

3. OATH OF OFFICE AND DISCLOSURES OF INTERESTS

The Mayor read the Oath of Office.

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 requirements 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.

Disclosures of Interest

There were no disclosures of interest submitted to the meeting.

4. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

4.1 Confirmation of the Minutes

Moved: Cr Athanaopoulos

Seconded: Cr Magee

That the minutes of the Ordinary Council meeting held on 20 December 2016 be confirmed.

CARRIED UNANIMOUSLY

5. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

There were no petitions or joint letters submitted to the meeting.

6. DOCUMENTS FOR SEALING

There were no documents for sealing submitted to the meeting.

7. REPORTS BY DELEGATES APPOINTED BY COUNCIL TO VARIOUS ORGANISATIONS

There were no reports by delegates submitted to the meeting.

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

- i. Community Grants Committee, 20 January 2017

Moved: Cr Sztrajt**Seconded: Cr Athanasopoulos**

That the minutes of the Community Grants Advisory Committee meeting held on 20 January 2017 be received and noted and the recommendations be adopted.

CARRIED UNANIMOUSLY

b. Records of Assembly

- i. 29 November 2016
- ii. 6 December 2016
- iii. 13 December 2016
- iv. 20 December 2016

Moved: Cr Hyams**Seconded: Cr Silver**

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

CARRIED UNANIMOUSLY

Prior to the motion to suspend standing orders, the Mayor provided further information advising that the questions and responses will not be minuted.

Procedural Motion**Moved: Cr Delahunty****Seconded: Cr Magee**

That Council suspend standing orders for a period of 15 minutes at 7.42pm.

CARRIED UNANIMOUSLY

Procedural Motion

Moved: Cr Magee

Seconded: Cr Silver

That Council resume standing orders at 7.57pm.

CARRIED UNANIMOUSLY



**COMMUNITY GRANTS COMMITTEE MEETING
MINUTES
20 January 2017**

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 services and programs
-

Assembly of Councillors Record

Meeting opened at: 9:31 am

1. Present and Apologies

Present

Cr Dan Sztrajt (Peter Jones requested nominations for the Chair of the committee and Cr Sztrajt assumed the chair by consent)

Cr Nina Taylor

Cr Tony Athanasopoulos

Peter Jones – Director Community Wellbeing

Gaye Stewart – Manager Community Development and Care

Apologies

n/a

2. Matters considered

2.1 2016-2017 Community Services Grants - Facilities Hire Grants application

- i. Elsternwick Main Street Committee

2.2 2016-2017 Community Services Grants – Facility and Venue Hire grants for Schools application

- i. St Aloysius Primary School

2.3 2016-2017 Festival and Events Grants application

- ii. Ormond McKinnon Business Association

2.4 2017-2018 Community grant program guidelines

2.5 Community Grants Policy

2.6 Community Grants Terms of Reference.

COMMUNITY GRANTS COMMITTEE MEETING MINUTES

3. Matters considered

2.1 2016-2017 Community Services Grants - Facilities Hire Grants application

Elsternwick Main Street Committee

The Elsternwick Main Street Committee submitted an application for a Facility Hire grant on 24 November 2016, for the amount of \$1,246.50 to utilise the Elsternwick Plaza on 22 December 2016. The committee noted that the application had been received before the event and that a successful twilight event had been held with more than 500 people participating.

As the group is not incorporated the guidelines allow a maximum amount of \$1,000 to be granted.

Recommendation: The Committee recommend funding a Facilities Hire Grant of \$1,000 for Elsternwick Main Street Committee to utilise the Elsternwick Plaza.

Moved: Cr Athanasopoulos
Seconded: Cr Taylor
Motion passed unanimously

2.2 2016-2017 Community Services Grants – Facility and Venue Hire grants for Schools application

St Aloysius Primary School

The St Aloysius Primary School have submitted an application for a Facility and venue hire grant for schools of \$131 to utilise Oval 7 at Caulfield Park on 16 March 2017.

Recommendation: The Committee recommend funding a Facility and Venue Hire Grant for Schools of \$131 for St Aloysius Primary School to use Oval 7 at Caulfield Park.

Moved: Cr Athanasopoulos
Seconded: Cr Taylor
Motion passed unanimously

2.3 2016-2017 Festival and Events Grants application

Ormond McKinnon Business Association

Ormond McKinnon Business Association has recently been established. This Association incorporates the previous Ormond Traders Association which disbanded in July 2016. This application was accepted recognising that a grant awarded to Ormond Traders Association was unable to be accepted because the Ormond Traders Association is no longer an independent entity.

Ormond Traders Association was approved for a Community Festivals and Events Grant 2016-17 of \$7,000 to assist with staging the *Ormond Community Festival* in late 2016..

Ormond McKinnon Business Association has applied for a \$10,000 Community Festivals and Events Grant 2016-17 to support a community festival welcoming customers back to the Ormond and McKinnon shopping strips and to reinforce to the community that they are open for business. Both Ormond and McKinnon have experienced 18 months of disruption due to construction of railway works and this will support businesses to begin their transformation back to being vibrant shopping and eating precincts.

The festival will be held on one day over two locations; in North Road, Katandra Street, the Ormond carpark and also McKinnon Road in McKinnon. The event will be held in April 2017.

Recommendation: The Committee recommends funding a Community Festivals and Events Grant in 2016-17 of \$8,000 for Ormond McKinnon Business Association to hold the *Celebrate Ormond and McKinnon festival* in April 2017.

Moved: Cr Athanasopoulos
Seconded: Cr Taylor
Motion passed unanimously

2.4 2017-2018 Community grant program guidelines

The committee reviewed changes to the Community Services Grants 2017 – 18 and Community Festival and Events grant guidelines for 2017-18.

Minor changes relate to:

- Clarification of *eligibility to apply* for a grant and *how do I apply process*,
- Removal of Training as a low priority in Community Services Grants Guidelines
- Bringing the section on *seeking help* forward to page 2
- Requirement for quotes for purchased items
- Update of dates for 2017, and
- Facility hire grants process
- Refinement of grant categories descriptions

Recommendation: The Committee recommend Community Services Grants Guidelines 2017 – 18 and Community Festival and Events grant guidelines for 2017-18.

Moved: Cr Taylor
Seconded: Cr Athanasopoulos
Motion passed unanimously

2.5 Community Grants Policy

The Committee noted the revised Community Grants Policy and took on notice that it will be presented at a future Assembly for discussion. Following which it will be presented for approval at Council.

2.6 Community Grants Terms of Reference.

The Committee noted the revised Community Grants Terms of Reference and took on notice that they will be presented at a future Assembly for discussion. Following which they will be presented for approval at Council.

2.7 General Business

- **Other Council grants programs** – Report on funds and structure of other council's grant programs was requested

- **Review of last year's grants** - successful and unsuccessful applications to be tabled at next meeting
- **Process and applications for Council grants how can it be improved?** – Officers to present findings of satisfaction survey at next meeting.

Next Meeting – 27 February 2017 at 7pm

Meeting closed at 11:15am

DRAFT

Glen Eira City Council

Community Services Grants Guidelines 2017–2018



GLEN EIRA
CITY COUNCIL

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



Arts and culture



Active senior citizens



Families, children and youth services



Sport and recreation

KEY DATES

APPLICATIONS OPEN:
WEDNESDAY 1 MARCH 2017

APPLICATIONS CLOSE:
5PM ON FRIDAY 21 APRIL 2017

APPLICATIONS ASSESSED:
MAY/JUNE 2017

CONSIDERATION BY COUNCIL:
JULY 2017

APPLICANTS NOTIFIED:
AUGUST 2017

Information sessions

Information sessions will be held to help groups understand funding priorities and submission requirements.

Wednesday 8 March, 7pm–9pm
Duncan Mackinnon Reserve,
Corner North and Murrumbeena Roads
Murrumbeena

Tuesday 14 March, 10am–12pm
Moorleigh Senior Citizens Centre — Room 19,
Chris Koutoumas Wing, 92 Bignell Road
Bentleigh East

Tuesday 21 March, 3pm–5pm
Caulfield Park Pavilion
Balaclava Road, Caulfield

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Aims and eligibility

Council's *Community Grants Program* supports not-for-profit community based organisations and groups to undertake projects and activities that strengthen community participation in Glen Eira.

The Program aims to:

- strengthen community connections;
- encourage new initiatives that respond to community needs;
- build a community that is inclusive of all people; and
- support the community in planning and delivering services.

The *Community Grants Program* is allocated funding through Council's annual *Budget*. Community groups can apply for up to **\$7,500** to assist in implementing a project or activity.

WHO CAN APPLY?

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:

1. Be incorporated.
2. Have an ABN.
3. Hold public liability insurance in a minimum sum of \$10 million* or, be auspiced by an organisation that meets these criteria.

Note: You may be eligible to apply for a grant up to \$1,000 if you do not meet criteria 1, 2 or 3. Please contact the Community Grants Officer on 9524 3333 to discuss.

***As of 2018-2019 applicants will require a minimum of \$20 million public liability insurance.**

WHO CANNOT APPLY?

- For-profit organisations.
- Individuals.
- Organisations that have not met the terms and conditions of previous Council grants.
- Organisations that are the funding responsibility of other levels of government.
- Organisations aligned to a political cause.
- Organisations requesting funding to meet ongoing staff salaries.

How do I apply?

Grant applications must be made online by completing a *Community Services Grants Application Form* through SmartyGrants.

Please make sure you read these *Guidelines* carefully before completing your application.

To complete your application you will need access to a computer, internet and an email address.

All sections of the application must be completed for your application to be accepted.

STEP 1: Go online to SmartyGrants

Open the online application form link at <https://gleneira.smartygrants.com.au/>

STEP 2: Select the application form

Select *Community Services Grants Application Form 2017–18*.

STEP 3: Preview the form (optional)

Choose 'Preview the form' to view the Community Services Grants Application Form.

STEP 4: Start an application

Choose 'Start a submission' then 'Login' to SmartyGrants using an existing account or 'Register' a new account.

A new account set up requires you to use your organisation's email address as a username and create a password. Please ensure you record your login details. Once registered you can then 'Login' and start an application.

SmartyGrants allows you to save your progress and return to your application at a later date and to also upload supporting documents.

NOTE: *Community Grants Program* information including these *Guidelines* can be accessed through Council's website at www.gleneira.vic.gov.au/grants

NEED SOME HELP?

BOOK AN APPOINTMENT WITH COUNCIL'S COMMUNITY GRANTS OFFICER ON 9524 3333. CHECK TO SEE WHAT YOU NEED TO BRING ON PAGE 3.

What do I need for my application?

1

A description of your project.

2

A budget for your project.

3

Details of your organisation, including incorporation number, GST status and ABN.

4

A copy of a current bank statement (less than six months old).

5

A copy of your most recent annual financial report.

6

A copy of a Certificate of Currency for your public liability insurance.

If another organisation is auspicing your application you will also need:

7

A letter of support from your auspice organisation.

8

Details of the auspice organisation as outlined above, in items 3, 4, 5 and 6.

Council priorities

APPLICATIONS THAT ADDRESS CURRENT COUNCIL PRIORITIES WILL BE HIGHLY REGARDED.

Council funding priorities are guided by a range of Council plans and strategies. Links to these strategies are available on Council's website at www.gleneira.vic.gov.au

Council's priorities are outlined below.

HIGH PRIORITIES

- Benefit a broad range/number of Glen Eira residents.
- Promote community connectedness.
- Minimise social isolation.
- Support an open membership.
- Foster intergenerational contact.
- Encourage community participation.
- Encourage volunteering.
- Improve community health and wellbeing.
- Improve community safety.
- Prevent violence against women.
- Strengthen diversity.
- Reduce racism.
- Encourage community harmony and tolerance.
- Support inclusion for people of all-abilities.
- Encourage arts and culture activities.
- Develop recreation and leisure activities.
- Promote physical activity and play.
- Protect/improve the natural environment.
- Encourage sustainability in the community.
- Improve community transportation.

LOW PRIORITIES

- Activities that duplicate existing programs.
- Buildings and works to Council properties.
- Operational costs that should be covered by member fees.
- Activities that are regarded as the primary responsibility of other levels of government.
- Employment of temporary staff.
- Purchasing food and drinks.

WHAT WILL NOT BE FUNDED?

- Applications that seek to make up a shortfall due to budget cuts by other levels of government. Buildings and works to non-Council buildings.
- Information technology purchases (for example: computers; laptops; tablets; mobile phones; printers; and photocopiers).
- Private exhibitions run by individual artists and/or exhibitions for the sale of artwork.
- Religious celebrations.
- Prizes and awards.
- Ongoing staff salaries

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Grant categories

FACILITY HIRE GRANTS



Grants to use Council facilities for meetings, functions, and events are available for community groups and organisations. All facility hire applications must benefit the Glen Eira community and meet the aims of the *Community Grants Program*.

If you wish to use a Council facility for an activity or as part of a project, there are two ways to seek a grant to cover the hire fee:

1. The annual *Community Services Grants Program* provides the opportunity for clubs to request ongoing facility hire for regular bookings over a financial year.

Groups are encouraged to plan ahead for use of a facility to ensure it is available for their regular planned activity and is recorded in the Council booking system.

2. A Facility Hire Only grant application provides for one-off or occasional facility hire. These applications can be made at any time throughout the year. To ensure you know whether your application has been successful before the proposed event occurs, you are encouraged to submit your application at least six weeks prior to the event taking place.

If your facility grant is approved, the facility hire fee is paid on your behalf. However, facility hire grants do not cover bond payments that may be required by some Council venues at the time of booking.

An application for a facility hire grant needs to include:

- what you intend to use the facility for;
- the name of the facility and a date for your activity;
- confirmation that you have made a booking with the necessary Council facility booking officer; and
- the cost for using the facility.

Examples of Council facilities that are available for eligible community groups to hire:

- Town Hall — Auditorium, Theatrette and meeting rooms;
- community rooms at Carnegie Library and Community Centre;
- Council owned public halls and social rooms; and
- recreation facilities and parks.

FAMILIES, CHILDREN AND YOUTH GRANTS



Encourage the participation of families, children and youth in community life.

Examples of projects include those that:

- support or promote unique opportunities for disadvantaged youth;
- create accessible services and inclusion for families and children of all abilities;
- connect families and children to the wider community, including inter-generational activities;
- support the health and wellbeing of children and families;
- improve the real and perceived safety of children; and
- increase collaboration between early years' services.

SPORT AND RECREATION GRANTS



Encourage physical activity and increase community involvement in local sporting groups.

Examples of projects include those that:

- increase community participation in club activities;
- promote physical activity and play;
- promote disability access and inclusion;
- support scouting or girl guides groups;
- support club development and education;
- support junior sports development;
- increase opportunities in club volunteering; and
- assist clubs in developing best practice risk management strategies.

ENVIRONMENTAL SUSTAINABILITY GRANTS



Community projects that educate and/or provide innovative projects that benefit our environment.

Examples of projects include those that:

- engage volunteers to help with environmental activities, eg. litter collection, or propagating local indigenous species;
- reduce waste or improve recycling, eg. at your sports club;
- engage community members in their natural environment eg. educational tours of natural areas or citizen science projects;
- provide community educational activities covering sustainability topics eg. art activities, events or presentations;
- increase community knowledge and understanding of climate change and practical things they can do in their own homes, eg. energy efficiency or solar power; and
- Increase walking or riding to local facilities.

HEALTH AND WELLBEING GRANTS



Encourage action on community health and wellbeing needs.

Examples of projects include those that:

- prevent alcohol, tobacco and drug abuse;
- address problem gambling;
- improve mental and/or physical health;
- recruit or expand volunteerism;
- raise awareness and education on a range of health issues;
- prevent violence against women;
- prevent racial discrimination and promote community harmony;
- minimise social isolation;
- support access for all-abilities; and
- improve community safety or emergency preparedness.

ARTS AND CULTURE GRANTS



Encourage the development of creative ideas and art projects that benefit the broader community.

Examples of projects include those that:

- feature local artist work in free events and/or exhibitions;
- present performing arts events;
- engage local writers in creative projects;
- engage the community in culture, heritage or history;
- provide opportunities for the community to experience performing or visual arts across any medium; and
- encourage collaboration between arts, cultural and community groups.

ACTIVE SENIOR CITIZENS GRANTS



Encourage older adults to remain physically, mentally and socially active in the community.

Examples of projects include those that:

- attract new members by providing special activities and events;
- bring together seniors and younger generations;
- contribute to the sustainability of senior groups' programs.
- improve mental and/or physical health;
- educate and enhance health and wellness;
- minimise social isolation;
- improve community transportation; and
- expand community connections.

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Budget — what to include

The budget should accurately reflect project costs and should include:

- A** A description of all program expenses.
- B** Costs associated with the program/project, excluding GST.
- C** The contribution from your organisation, including in-kind support (in-kind support is goods or services that have been gifted to the project, including volunteer hours). Calculate an estimated value for each in-kind item.
- D** Income from other sources (eg. donations/ticket sales).
- E** The community grant requested from Council.

EXAMPLE BUDGET

Total cost of project	\$3,686	B
Total organisation's contribution	\$1,150	C
Total other funding sources	\$450	D
Total requested in community grant	\$2,086	E

D PLEASE LIST YOUR OTHER FUNDING SOURCES:	
Donations from the bank	\$100
Ticket sales	\$150
Other Local Government grants	\$100
Private donations	\$100
Total	\$450

PROJECT ITEMS		Funding sources		
Description of items for the project	Cost of project (\$)	Organisation's contribution (\$)	Other funding sources (\$)	Community grant request (\$)
Venue hire (Packer Park)	686	0	0	686
Advertising — <i>Leader</i> newspaper	400	0	200	200
Organisation/administration — 10 volunteers x four hours at \$20 p/h	800	800	0	0
Training	1,000	0	0	1,000
Activity supplies (pens, butcher's paper and craft supplies)	350	150	0	200
Refreshments	200	200	0	0
Banner	250	0	250	0
TOTALS	3,686	1,150	450	2,086

<p>List here all the goods and services required to ensure the project can be effectively completed. This includes in-kind goods and services.</p> <p>A</p>	<p>List here the cost of the goods and services.</p> <p>B</p>	<p>List here the total of organisation's contribution to the project.</p> <p>C</p>	<p>List here the total of funding provided to the project by other sources.</p> <p>D</p>	<p>List here the total of funding requested from Council.</p> <p>E</p>
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ARE YOU PURCHASING EQUIPMENT?

If your application includes purchasing any items or equipment valued at more than:

- \$500 you will need two quotes for each item.
- \$1,000 you will need three quotes for each item.

WILL I NEED A BUILDING PERMIT?

Enquiries for planning and/or building permits should be made prior to the application being submitted as permits can be time consuming and costly. Contact Council's Planning Department or Building Department on 9524 3333.

ARE YOU DOING WORKS TO A COUNCIL BUILDING?

If your application includes any works on a Council building you will need a letter of support from Council's Buildings and Properties Department. It will provide advice on whether your proposal is suitable and/or feasible for a Community Services Grant application, or whether the proposed works will be incorporated under Council's buildings and works program.

For further information, contact Council's property co-ordinator on 9524 3333.

Grants process and conditions

HELP WITH APPLICATIONS

Council's community grants officer is available by appointment to assist applicants complete an online application form. Contact Council's Service Centre on 9524 3333 to arrange an appointment.

Please ensure you bring items listed under 'What do I need for my application?' to your appointment.

SUBMISSION OF APPLICATIONS

All applications must be submitted by 5pm on Friday 21 April 2017.

Applicants will need to:

- acquit all previous Glen Eira City Council grants;
- complete all relevant sections of the *Application Form*;
- include all required attachments; and
- ensure the application is endorsed by an authorised person.

RECEIPT OF APPLICATIONS

Council will accept applications up to 5pm on 21 April 2017.

ASSESSMENT OF APPLICATIONS

All applications will be assessed by the Community Grants Committee which consists of Councillors that make recommendations to Council.

All funded projects must meet at least one of the aims of the *Community Grants Program* listed in this document.

Other assessment criteria include:

- The extent to which the project reflects Council priorities and benefits Glen Eira residents.
- Evidence of need for the project.
- Demonstrated commitment to accessibility and inclusiveness for people of all-abilities.
- The number of Glen Eira residents that will benefit.
- The capacity of the organisation to undertake the project.
- The capacity of the organisation to fund the project themselves or raise funds from other sources.

NOTIFICATION OF RESULTS

All applicants will be advised of the decision regarding their application. Notification is sent to the contact person on the application form.

ACCEPTANCE OF YOUR GRANT

If your application is successful you will be required to sign a document accepting the grant and conditions of funding prior to the release of funds.

GENERAL CONDITIONS

- Applicants must submit a properly completed application form and all documents requested in order for their application to be assessed.
- Council may require you to validate any of the information provided in your application.
- Grants will be awarded at the discretion of Council and applicants that meet grant criteria are not guaranteed funding.
- Not all grants will be funded to the maximum amount and may only be part of the total amount requested.
- The amount of any grant awarded is at the discretion of Council and will be a maximum of \$7,500 per successful applicant.
- Funding for a specific project in any one year does not guarantee that the same project will receive funding in subsequent years.
- Funding will not be given for projects started or completed before 30 June 2017.
- Applicants are responsible for costing their projects accurately and Council is not responsible for costs that have been underestimated.
- Grants must be spent by the end of the financial year in which they were awarded, in accordance with the purpose specified in the application form and Council's conditions of funding.
- A grant may only be used for the specific purpose awarded unless prior approval for a different purpose has been obtained from Council.
- Equipment or other items purchased with a grant for use in a Council venue is and remains the property of Council and must be shared with other venue users.
- The disposal of equipment or other items purchased with a grant must be agreed with Council.
- Organisations that auspice other organisations may apply for funding for multiple projects.
- Grant recipients must acknowledge Council in any relevant publications, promotional material, web pages or media releases by using the following statement: Proudly supported by Glen Eira City Council.

ACQUITTAL OF GRANT FUNDS

Following the conclusion of the funded project, a completed community grant acquittal form must be submitted to Council. Failure to submit an accurate acquittal form may result in Council not accepting future grant applications from the organisation.

AUDIT OF GRANTS

Grant recipients acknowledge that as part of its accountability processes, Council may audit any grant recipient for compliance with grant conditions. Organisations selected for an audit will be notified.

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Contact us

For further information, contact
Council's community grants officer on
9524 3333 or visit Council's website at
www.gleneira.vic.gov.au

GLEN EIRA CITY COUNCIL

Corner Glen Eira and Hawthorn Roads, Caulfield
Mail address: PO Box 42 Caulfield South, 3162
Phone: 9524 3333
Fax: 9523 0339
communitygrants@gleneira.vic.gov.au
www.gleneira.vic.gov.au

NATIONAL RELAY SERVICE

If you are deaf, hearing or speech-impaired, we ask
that you call us via the National Relay Service and
then ask for 9524 3333.

Online: www.iprelay.com.au/call/index.aspx

Teletypewriter (TTY): 13 36 77

Speak and Listen: 1300 555 727

Environmental sustainability



Facility hire



Health and wellbeing



The *Community Grants Program* is guided by a
Community Grants Committee that ensures the *Program*
adheres to the *Victorian Charter of Human Rights and
Responsibilities*.

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Glen Eira City Council

Community Festivals and Events Grants Guidelines 2017–2018



GLEN EIRA
CITY COUNCIL

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



KEY DATES

APPLICATIONS OPEN: WEDNESDAY 1 MARCH 2017
APPLICATIONS CLOSE: 5PM ON FRIDAY 21 APRIL 2017
APPLICATIONS ASSESSED: MAY/JUNE 2017
CONSIDERATION BY COUNCIL: JULY 2017
APPLICANTS NOTIFIED: AUGUST 2017

Information session

An Information session will be held to help groups understand funding priorities and submission requirements.

Wednesday 22 March, 5.30pm–7.30pm
Glen Eira Town Hall — Caulfield Cup Room, Corner Glen Eira and Hawthorn Roads, Caulfield

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Aims and eligibility

Council's *Community Grants Program* supports not-for-profit community based organisations and groups to undertake projects and activities that strengthen community participation in Glen Eira.

The *Program* aims to;

- strengthen community connections;
- encourage new initiatives that respond to community needs;
- build a community that is inclusive of all people; and
- support the community in planning and delivering services.

The *Community Grants Program* is allocated funding through Council's annual *Budget*. Community groups can apply for up to **\$10,000** to assist in implementing a festival or event that will attract an audience greater than 500 local residents.

WHO CAN APPLY?

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:

1. Be incorporated.
2. Have an ABN.
3. Hold public liability insurance in a minimum sum of \$20 million*.

WHO CANNOT APPLY?

- For-profit organisations.
- Individuals.
- Organisations that have not met the terms and conditions of previous Council grants.
- Organisations that are the funding responsibility of other levels of government.
- Organisations aligned to a political cause.
- Organisations requesting funding to meet ongoing staff salaries.

How do I apply?

Grant applications must be made online by completing a *Community Festivals and Events Grants Application Form* through SmartyGrants.

Please make sure you read these *Guidelines* carefully before completing your application.

To complete your application you will need access to a computer, internet and an email address.

All sections of the application must be completed for your application to be accepted.

STEP 1: Go online to SmartyGrants

Open the online application form link at <https://gleneira.smartygrants.com.au/>

STEP 2: Select the application form

Select *Community Festivals and Events Grants Application Form 2017–18*.

STEP 3: Preview the form (optional)

Choose 'Preview the form' to view the Community Festivals and Events Grants Application Form.

STEP 4: Start an application

Choose 'Start a submission' then 'Login' to SmartyGrants using an existing account or 'Register' a new account.

A new account set up requires you to use your organisation's email address as a username and create a password. Please ensure you record your login details. Once registered you can then 'Login' and start an application.

SmartyGrants allows you to save your progress and return to your application at a later date and to also upload supporting documents.

NOTE: *Community Grants Program* information including these *Guidelines* can be accessed through Council's website at www.gleneira.vic.gov.au/grants

NEED SOME HELP?

BOOK AN APPOINTMENT WITH COUNCIL'S COMMUNITY GRANTS OFFICER ON 9524 3333. CHECK TO SEE WHAT YOU NEED TO BRING ON PAGE 3.

What do I need for my application?

1

A description of your project.

2

A budget for your project.

3

Details of your organisation, including incorporation number, GST status and ABN.

4

A copy of a current bank statement (less than six months old).

5

A copy of your most recent annual financial report.

6

A copy of a Certificate of Currency for your public liability insurance.

PARTNERSHIPS

If your festival and/or event is a partnership project, the project lead organisation should provide all of the above information. The name, organisation and contact numbers for all other organisations in the partnership are to be included in the application.

Council priorities

APPLICATIONS THAT ADDRESS CURRENT COUNCIL PRIORITIES WILL BE HIGHLY REGARDED.

Council funding priorities are guided by a range of Council plans and strategies. Links to these strategies are available on Council's website at www.gleneira.vic.gov.au

Council's priorities are outlined below.

HIGH PRIORITIES

- Benefit a broad range/number of Glen Eira residents.
- Promote community connectedness.
- Minimise social isolation.
- Support an open membership.
- Foster intergenerational contact.
- Encourage community participation.
- Encourage volunteering.
- Improve community health and wellbeing.
- Improve community safety.
- Prevent violence against women.
- Strengthen diversity.
- Reduce racism.
- Encourage community harmony and tolerance.
- Support inclusion for people of all-abilities.
- Encourage arts and culture activities.
- Develop recreation and leisure activities.
- Promote physical activity and play.
- Protect/improve the natural environment.
- Encourage sustainability in the community.
- Improve community transportation.

LOW PRIORITIES

- Activities that duplicate existing programs.
- Buildings and works to Council properties.
- Operational costs that should be covered by member fees.
- Activities that are regarded as the primary responsibility of other levels of government.
- Employment of temporary staff.
- Purchasing food and drinks.

WHAT WILL NOT BE FUNDED?

- Applications that seek to make up a shortfall due to budget cuts by other levels of government.
- Buildings and works to non-Council buildings.
- Information technology purchases (for example: computers; laptops; tablets; mobile phones; printers; and photocopiers).
- Private exhibitions run by individual artists and/or exhibitions for the sale of artwork.
- Religious celebrations.
- Prizes and awards.
- Ongoing staff salaries

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Facility hire



IF YOU WISH TO USE A COUNCIL FACILITY AS PART OF A FESTIVAL OR EVENT, YOU SHOULD INCORPORATE THE COST INTO YOUR GRANT APPLICATION.

Facilities available for hire include rooms at Glen Eira Town Hall, such as the Auditorium, and Council owned public halls, recreation facilities and parks.

You need:

- the name of the facility and a date for your activity;
- confirmation that you have made a booking with the necessary Council facility booking officer; and
- the cost for using the facility.

Groups are encouraged to plan ahead for use of a facility to ensure the facility is available and reserved well in advance of their activity.

All facility hire grants are paid directly to the appropriate Council business unit via direct funds transfer.

Please note: facility hire grants do not cover bond payments that may be required by some Council venues at the time of booking.

Applications for facility hire grants that are not part of a festival and event.

Groups seeking to use Council facilities outside of a festival or event may make an application through:

- an annual Community Services grant application open between March and April each year; or
- a Facility Hire Only grant application open throughout the year (see guidelines and process on Council's website).

Festival and events grants



WE'D LIKE TO ENCOURAGE FESTIVALS AND EVENTS THAT HELP TO BUILD A STRONG CONNECTED COMMUNITY AND ARE OPEN TO A WIDE COMMUNITY AUDIENCE.

Grant applications are invited from community groups and organisations that wish to deliver a major community festival or event. The festival or event must attract an audience greater than 500 local residents.

The festival or event should aim to:

- benefit the Glen Eira community;
- strengthen community connections;
- help more people join in community life; and
- build awareness of issues impacting the community.

Examples of programs/projects that may be funded include:

- family fun days that encourage people to join in community life;
- youth concerts, events and festivals;
- award ceremonies celebrating the contribution of people to society;
- significant occasions such as Australia Day;
- awareness days or weeks to recognise an important cause or health issue such as *Cultural Diversity Week* or *White Ribbon Day*;
- fairs that promote opportunities to address local environmental issues; and
- interfaith festivals and events.



What do I need to run a festival or event?

WHEN ORGANISING A FESTIVAL OR EVENT IT IS RECOMMENDED THAT YOU CREATE AN EVENT MANAGEMENT PLAN.

Various examples of *Event Management Plans* can be found online. As a minimum your event planning should include detailed thinking about:

- Event details — target audience and purpose.
- Organising committee — who will be responsible.
- A budget.
- Insurance.
- The venue and infrastructure requirements.
- A schedule — for the event.
- A roster — of people who will help.
- Traffic and pedestrian management.
- *Incident Management Plan*.
- Public health.
- Public safety.
- Event promotion and marketing.
- Useful contact numbers.
- Evaluation.

Please consider including the following elements in your *Event Management Plan*:

- *Risk Assessment Plan*.
- *Safety Management Plan*.
- *Traffic Management Plan*.
- *Waste Management and Site Reinstatement Plan*.

WHAT IS A RISK ASSESSMENT PLAN?

Risk assessment is the process of:

- determining the hazards to health and safety that exist for a particular task, item or work environment;
- determining the importance of each hazard by assigning it a risk rating or risk score;
- formulating risk control measures that are reasonably practicable to apply, that will reduce the risk rating/score to an acceptable level;
- documenting all these matters, usually on a risk assessment form.

Events vary in size, nature and type, but all events require assessment, control and monitoring of risks.

Examples of risk assessment plans can be found online.

WHAT IS A SAFETY MANAGEMENT PLAN?

A *Safety Management Plan* links to the *Risk Assessment Plan*. It documents the controls and measures to be put in place to mitigate situations that could cause harm to people organising or attending the event.

WHAT IS A TRAFFIC MANAGEMENT PLAN?

Depending on the location of your festival or event you may be required under state law to submit a *Traffic Management Plan* to Council's Civic Compliance Department.

This is a requirement whenever a street or road is closed and when an event causes significant changes to local traffic.

The *Traffic Management Plan* directs where traffic safety signs and barriers need to go to make the area of the street to be closed safe.

The *Traffic Management Plan* is prepared by a private company. The *Road Management Act* states that only suitably qualified and trained personnel can prepare a *Traffic Management Plan* and carry out the actions contained within.

The *Plan* must also incorporate the actual set-up of street/road barriers and signage as well as their removal post event.

WHAT IS A WASTE MANAGEMENT AND SITE REINSTATEMENT PLAN?

Holding an event inevitably will result in an increase of waste being generated. You may need to consider organising additional rubbish collection and additional toilet facilities.

You will also need to plan for reinstating the site of the event to its original condition. Site reinstatement doesn't just refer to picking up rubbish, but may also include fixing any damage to the property.

ACCESSIBLE EVENTS

Council encourages events to be accessible for people of all-abilities.

There is *Accessible Events Guidelines* for community groups to use when organising an event. These are available on Council's website at www.gleneira.vic.gov.au

The event management planning tools referred to in these *Guidelines* are a guide only and should not be relied upon as representing Council's specific requirements for a particular event.

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Budget — what to include

THE BUDGET SHOULD ACCURATELY REFLECT PROJECT COSTS AND SHOULD INCLUDE:

- A** A description of all program expenses.
- B** Costs associated with the program/project, excluding GST.
- C** The contribution from your organisation, including in-kind support (in-kind support is goods or services that have been gifted to the project, including volunteer hours). Calculate an estimated value for each in-kind item.
- D** Income from other sources (eg. donations/ticket sales).
- E** The community grant requested from Council.

EXAMPLE BUDGET

Total cost of project	\$3,686	B
Total organisation's contribution	\$1,150	C
Total other funding sources	\$450	D
Total requested in community grant	\$2,086	E

D PLEASE LIST YOUR OTHER FUNDING SOURCES:	
Donations from the bank	\$100
Ticket sales	\$150
Other Local Government grants	\$100
Private donations	\$100
Total	\$450

PROJECT ITEMS		FUNDING SOURCES		
Description of items for the festival/ event	Cost of project (\$)	Organisation's contribution (\$)	Other funding sources (\$)	Community grant request (\$)
Venue hire (Packer Park)	686	0	0	686
Advertising — <i>Leader</i> newspaper	400	0	200	200
Organisation/administration — 10 volunteers x four hours at \$20 p/h	800	800	0	0
Training	1,000	0	0	1,000
Activity supplies (pens, butcher's paper and craft supplies)	350	150	0	200
Refreshments	200	200	0	0
Banner	250	0	250	0
TOTALS	3,686	1,150	450	2,086

<p>List here all the goods and services required to ensure the project can be effectively completed. This includes in-kind goods and services.</p> <p>A</p>	<p>List here the cost of the goods and services.</p> <p>B</p>	<p>List here the total of organisation's contribution to the project.</p> <p>C</p>	<p>List here the total of funding provided to the project by other sources.</p> <p>D</p>	<p>List here the total of funding requested from Council.</p> <p>E</p>
--	--	---	---	---

ARE YOU PURCHASING EQUIPMENT?

If your application includes purchasing any items or equipment valued at more than:

- \$500 you will need two quotes for each item.
- \$1,000 you will need three quotes for each item.

WILL YOU AFFECT YOUR NEIGHBOURS?

Please ensure you check restrictions around noise, by checking www.epa.vic.gov.au and search for noise restrictions.

Grants process and conditions

HELP WITH APPLICATIONS

Council's community grants officer is available by appointment to assist applicants to complete an online application form. Contact Council's Service Centre on 9524 3333 to arrange an appointment.

Please ensure you bring items listed under 'What do I need for my application?' to your appointment.

SUBMISSION OF APPLICATIONS

All applications must be submitted by 5pm on Friday 21 April 2017.

Applicants will need to:

- acquit all previous Glen Eira City Council grants;
- complete all relevant sections of the *Application Form*;
- include all required attachments; and
- ensure the application is endorsed by an authorised person.

RECEIPT OF APPLICATIONS

Council will accept applications up to 5pm on 21 April 2017.

ASSESSMENT OF APPLICATIONS

All applications will be assessed by the Community Grants Committee which consists of Councillors that make recommendations to Council.

All funded projects must meet at least one of the aims of the *Community Grants Program* listed in this document.

Other assessment criteria include:

- The extent to which the project reflects Council priorities and benefits Glen Eira residents.
- Evidence of need for the project.
- Demonstrated commitment to accessibility and inclusiveness for people of all-abilities.
- The number of Glen Eira residents that will benefit.
- The capacity of the organisation to undertake the project.
- The capacity of the organisation to fund the project themselves or raise funds from other sources.

NOTIFICATION OF RESULTS

All applicants will be advised of the decision regarding their application. Notification is sent to the contact person on the application form.

ACCEPTANCE OF YOUR GRANT

If your application is successful you will be required to sign a document accepting the grant and conditions of funding prior to the release of funds.

GENERAL CONDITIONS

- Applicants must submit a properly completed application form and all documents requested in order for their application to be assessed.
- Council may require you to validate any of the information provided in your application.
- Grants will be awarded at the discretion of Council and applicants that meet grant criteria are not guaranteed funding.
- Not all grants will be funded to the maximum amount and may only be part of the total amount requested.
- The amount of any grant awarded is at the discretion of Council and will be a maximum of \$10,000 per successful applicant.
- Funding for a specific project in any one year does not guarantee that the same project will receive funding in subsequent years.
- Funding will not be given for projects started or completed before 30 June 2017.
- Applicants are responsible for costing their projects accurately and Council is not responsible for costs that have been underestimated.
- Grants must be spent by the end of the financial year in which they were awarded, in accordance with the purpose specified in the application form and Council's conditions of funding.
- A grant may only be used for the specific purpose awarded, unless prior approval for a different purpose has been obtained from Council.
- Equipment or other items purchased with a grant for use in a Council venue is and remains the property of Council and must be shared with other venue users.
- The disposal of equipment or other items purchased with a grant must be agreed with Council.
- Organisations that auspice other organisations may apply for funding for multiple projects.
- Grant recipients must acknowledge Council in any relevant publications, promotional material, web pages or media releases by using the following statement: Proudly supported by Glen Eira City Council.

ACQUITTAL OF GRANT FUNDS

Following the conclusion of the funded project, a completed community grant acquittal form must be submitted to Council. Failure to submit an accurate acquittal form may result in Council not accepting future grant applications from the organisation.

AUDIT OF GRANTS

Grant recipients acknowledge that as part of its accountability processes, Council may audit any grant recipient for compliance with grant conditions. Organisations selected for an audit will be notified.

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Contact us

For further information, contact
Council's community grants officer on
9524 3333 or visit Council's website at
www.gleneira.vic.gov.au

GLEN EIRA CITY COUNCIL

Corner Glen Eira and Hawthorn Roads, Caulfield
Mail address: PO Box 42 Caulfield South, 3162
Phone: 9524 3333
Fax: 9523 0339
communitygrants@gleneira.vic.gov.au
www.gleneira.vic.gov.au

NATIONAL RELAY SERVICE

If you are deaf, hearing or speech-impaired, we ask
that you call us via the National Relay Service and
then ask for 9524 3333.

Online: www.iprelay.com.au/call/index.aspx
Teletypewriter (TTY): 13 36 77
Speak and Listen: 1300 555 727



The *Community Grants Program* is guided by a
Community Grants Committee that ensures the *Program*
adheres to the *Victorian Charter of Human Rights and
Responsibilities*.

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Council Pre-Meeting

29 November 2016

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

Apology

Cr Dan Sztrajt

Officers

Rebecca McKenzie, CEO
Peter Jones
Samantha Krull
Ron Torres
Peter Swabey
Janice Pouw

B. Matters considered

- (i) Agenda Item 9.3 – Ormond Station – Planning Scheme Amendment – Submission
- (ii) Agenda Item 10 – Urgent Business – Delegated Planning Committee
- (iii) Agenda Item 11.1 – Request for Reports – Cr Silver – Historical Photographs and Digitisation
- (iv) Agenda Item 11.4 – Public Questions to Council

Fin 7.27pm

Assembly of Councillors

6 December 2016

Record under S 80 A (2)

Briefing commenced at 6.43PM.

A. Present

Cr Jim Magee (Deputy Mayor)
Cr Tony Athanasopoulos
Cr Clare Davey
Cr Margaret Esakoff
Cr Jamie Hyams
Cr Joel Silver
Cr Dan Sztrajt

Rebecca McKenzie, CEO
Ron Torres
Samantha Krull
Peter Swabey
Robyn Taft
Shweta Babbar
Janice Pouw
Mark Collins
Rachel Ollivier
James Kearney
Matthew Barbetta

Apologies

Cr Mary Delahunty, Mayor

B. Matters considered.

- (i) Caulfield Racecourse Wedge – Crown Allotment 2031

7.04pm Cr Esakoff declared a conflict of interest in the item Presentation for Bethlehem Hospital and left the room.

- (ii) Presentation: Bethlehem Hospital planning application briefing

7.10pm Cr Taylor entered the briefing.

8pm Cr Esakoff entered the room and was not present when the item was discussed.

8pm Cr Davey left the room and re-entered at 8.02pm.

- (iii) Presentation: LXRA Overview

8.30pm the meeting adjourned.

8.40pm the meeting resumed in the presence of:

Cr Magee
Cr Athanasopoulos
Cr Davey
Cr Esakoff
Cr Hyams
Cr Silver
Cr Taylor

(iv) Presentation: Claims and Insurance

8.50pm Cr Sztrajt entered the room.

(v) Presentation: Councillors Request Process

(vi) Financial Training

(vii) General Business

Cr Davey – Presentation at Valkstone Primary School

Cr Hyams – Greens at Glen Eira Bowling Club

Cr Taylor – 88-100 McKinnon Road, McKinnon

Cr Esakoff – 2nd crossovers on properties

9.50pm Cr Davey left the room and re-entered at 9.52pm.

Finished at 10.13PM

Assembly of Councillors

13 December 2016

Record under S 80 A (2)

Briefing commenced at 6.45PM.

A. Present

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

Rebecca McKenzie, CEO
Ron Torres
Samantha Krull
Peter Swabey
Rocky Camera
Shweta Babbar
Janice Pouw

Apologies

B. Matters considered.

- (i) Lord Reserve / Carnegie Pool / Koornang Park Precinct Redevelopment

7.20pm Adjourn Assembly

7.49pm Special Council Meeting to Appoint Councillors to External Bodies

Resume Assembly at 7.55pm

Present:

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

- (ii) Ormond Station Development – Public Hearing Preparation
- (iii) Council papers for the 20 December 2016 Council Meeting comprising eighteen officer reports together with standing items on the Agenda.

- (a) Agenda Item 8 – Reports from Committees
Advisory Committees
Records of Assembly
- (b) Agenda Item 9.1 – 192 Hotham Street, Elsternwick, Ripponlea Estate
- (c) Agenda Item 9.2 - VCAT Watch
- (d) Agenda Item 9.3 – 45 Orrong Road, Elsternwick

8.55pm Adjourn Assembly

9.05pm Resume Assembly

Present:

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

- (e) Agenda Item 9.4 – 1110-1112 Dandenong Road Carnegie
- (f) Agenda Item 9.5 – 201-209 Tucker Road McKinnon
- (g)

9.17pm Cr Magee declared a Direct Interest in Item 9.6 – 153 Poath Road, Murrumbeena and left the briefing.

- (h) Agenda Item 9.6 – 153 Poath Road, Murrumbeena

9.25pm Cr Magee entered the briefing and was not present when item 9.6 was discussed

- (i) Agenda Item 9.7 – City Strategy and Place Making
- (j) Agenda Item 9.8 – Victoria's Future Ports Capacity
- (k) Agenda Item 9.9 – Shelford Girls' Grammar Pedestrian Signals
- (l) Agenda Item 9.10 – Lord Reserve Carnegie Pool Redevelopment
- (m) Agenda Item 9.11 – Caulfield Racecourse Wedge – Crown Allotment 2031
- (n) Agenda Item 9.12 – Appointment of Councillor Representative to Community Grants Committee 2017
- (o) Agenda Item 9.13 – Historical Photographs and Digitisation
- (p) Agenda Item 9.14 – National Disability Scheme Impact on those turning 65 prior to 1 April 2018
- (q) Agenda Item 9.15 – Audit Committee 2015 – 2016 Annual Report
- (r) Agenda Item 9.16 – Quarterly Services Report
- (s) Agenda Item 9.17 – November Financial Management Report
- (t) Agenda Item 9.18 – Sale of Properties to Recover Unpaid Rates
- (u) Agenda Item 11.1(a) – Requests for a report – Cr Hyams – Infrastructure Victoria - Advocacy

Agenda Item 11.1 (b) – Request for a report – Cr Silver - Fundraising permits issued

Agenda Item 11.1(c) – Request for a report – Cr Magee – Affordable Social Housing Caulfield Village

Agenda Item 11.1 (d) – Request for a report – Cr Sztrajt – Council's Sporting Grounds

- (v) Agenda Item 11.2 – Right of Reply
 - (w) Agenda Item 11.3 – Councillor questions
 - (x) Agenda Item 11.4 – Public Questions to Council
 - (y) Agenda Item 12.1 – Provision of Municipal 2018 Revaluation Services (Section 89(2)(d)) of the Local Government Act
- (iv) General Business raised by Councillors
- (a) Cr Esakoff – Hotham Street path near railway line – Narrow path, no barriers
 - (b) Cr Athanasopoulos – Cleanliness of private car parks
 - (c) Cr Hyams – Temporary Vic Roads Sign – Alt Route December to March
 - (d) Cr Hyams – Bentleigh East IGA – Public use toilets
 - (e) Cr Hyams – Lawn Bowls
 - (f) Cr Hyams – East Village consultation
 - (g) Cr Esakoff – Willis Street Ormond
 - (h) Cr Davey – Carols in the Park
 - (i) Cr Davey – Level Crossing Removal
 - (j) Cr Taylor – MAV Planning session
 - (k) Cr Silver – ResCode documents

10.59pm Cr Magee left the Briefing.

Statutory Planning Briefing.

Finished at 11.11PM

Council Pre-Meeting

20 December 2016

Record under S 80 A (2)

Meeting Commenced at 6.45pm

A. Present

Cr Mary Delahunty, Mayor
Cr Tony Athanasopoulos
Cr Margaret Esakoff
Cr Jamie Hyams
Cr Joel Silver

Cr Nina Taylor

Apologies

Cr Clare Davey
Cr Jim Magee
Cr Dan Sztrajt

Officers

Rebecca McKenzie, CEO
Peter Jones
Samantha Krull
Ron Torres
Peter Swabey
Janice Pouw

B. Matters considered

- (i) Agenda Item 9.1 – 192 Hotham Street, Elsternwick (Ripponlea Estate)
- (ii) Agenda Item 9.3 – 45 Orrong Road, Elsternwick
- (iii) Agenda Item 9.4 – 1110 – 1112 Dandenong Road, Carnegie
- (iv) Agenda Item 9.6 – 153 Poath Road, Murrumbeena
- (v) Agenda Item 10 – Urgent Business – Racial Discrimination Act
- (vi) Agenda Item 11.1(a) – Request for Reports – Cr Hyams – Infrastructure Victoria
- (vii) Agenda Item 11.1(b) – Request for Reports – Cr Delahunty – Planning provisions for Caulfield Village
- (viii) Agenda Item 11.4 – Public Questions to Council

Fin 7.18pm

9. PRESENTATION OF OFFICERS REPORTS

- 9.1 13-17 Cecil Street Bentleigh East
- 9.2 East Village (Bentleigh East) Partnership with VPA
- 9.3 Ormond Station Development - Urban design position
- 9.4 Caulfield Village Social Housing Requirements
- 9.5 VCAT Watch
- 9.6 Manuka Street, Bentleigh East – Roundabout Treatments
- 9.7 Tennis Facility Arrangements in Glen Eira
- 9.8 Road Discontinuance and Sale - Road Adjoining the Rear of 664 to 680 North Road, 5 to 15 Wicklow Street and Adjacent 1 & 1a Tyrone Street, Ormond
- 9.9 Foundation for Youth Excellence Committee Grant Applications
- 9.10 National Disability Scheme - Impact on those turning 65 prior to 1 April 2018
- 9.11 Disability Action Plan
- 9.12 Review of Mayoral and Councillor Allowances
- 9.13 Review Of Advisory Committees
- 9.14 Conduct of General Revaluation
- 9.15 Financial Management report for the period ending 31 December 2016

ITEM 9.1 13-17 CECIL STREET, BENTLEIGH EAST**Author:** *Rocky Camera, Manager Town Planning***File No:** *GE/PP-29356/2016***Attachments:** *Advertised plans***PURPOSE AND SUMMARY**

To consider a Planning Permit application.



PROPOSAL	Child Care Centre and Place of Worship
MUNICIPAL STRATEGIC STATEMENT	Institutional and Non Residential Uses in Residential Areas
APPLICANT	Beis Menachem Community Centre
PLANNING SCHEME CONTROLS	Neighbourhood Residential Zone
OBJECTIONS	26

RECOMMENDATION

That Council:

Issues a Notice of Decision to Grant a Permit for Application No. GE/PP-29356/2016 allowing Construction of buildings and carrying out of works for a Child Care Centre and Place of Worship and reduction of the car parking requirement for the Place of Worship at 13-17 Cecil Street, Bentleigh East, in accordance with the following conditions:

1. Before the commencement of the development, amended plans to the satisfaction of the Responsible Authority must be submitted to, and approved by, the Responsible Authority. The plans must be drawn to scale with dimensions and must generally accord with the plans submitted with the application (identified as Drawing No's. TP01C, TP02C, TP03C, TP04C, TP05B and TP06C, prepared by Point Architects and dated 4 July and 19 August 2016) but modified to show:
 - (a) A Landscape Plan in accordance with Condition 2.
 - (b) The deletion of car spaces 1-4 and this area to be set aside for landscaping.
 - (c) The setbacks of the first floor staff room, kitchen and toilets from the northern boundary increased to at least 5.0m with any consequential changes, including the location of windows to be to the satisfaction of the Responsible Authority.
 - (d) The provision of a 1.5m wide landscape strip, heavily planted with shrubs and trees, along the southern boundary to provide a buffer between the playground and car park and the dwellings at 11 Cecil Street.
 - (e) The addition of notes to state that the southern vehicle crossing will be constructed as a single width vehicle crossing to ensure clearance for car spaces 16 and 17 and that it will be widened to 6 metres at the completion of the development.
 - (f) The tandem car spaces to be repositioned so that the 4.9m long car spaces are on the inner side of the 5.4m long car spaces which must be adjacent to the driveway.
 - (g) The addition of a note to state that the power pole can only be relocated with the consent of the relevant service authority and at the full cost of the permit holder.
 - (h) The note for the relocation of the pedestrian crossing amended to state that it can only be done with the consent of Council and at the full cost of the permit holder.

When approved, the plans will be endorsed and will then form part of this Permit.

2. Before the commencement of buildings and works, a detailed Landscape Plan to the satisfaction of the Responsible Authority must be submitted to, and approved by the Responsible Authority. When the Landscape Plan is approved, it will become an endorsed plan forming part of this Permit. The Landscape Plan must incorporate:
 - (a) Buildings and trees (including botanical names) on neighbouring properties within 3 metres of the boundary.
 - (b) A planting schedule of all proposed vegetation including botanical names; common names; pot sizes; sizes at maturity; quantities of each plant; and details of surface finishes of pathways and driveways.

- (c) Landscaping and planting within all open space areas of the site.
- (d) Advanced canopy trees (minimum 3.0 metres tall when planted unless otherwise agreed to in writing by the Responsible Authority) in the following areas:
 - (i) 3 canopy trees in the middle landscape area of the frontage; and
 - (ii) 3 canopy trees in the northern landscape area of the frontage;or 6 trees in locations to the satisfaction of the Responsible Authority.

Trees are not to be sited over easements. All species selected must be to the satisfaction of the Responsible Authority.

3. Not more than 86 children may attend the Child Care Centre at any one time (this includes children attending any after-school program).
4. Not more than 30 children may be present in the outdoor play area at any one time.
5. Not more than 16 staff members/employees of the Child Care Centre may be present on the site at any one time.
6. The Child Care Centre must operate only between the times of:
 - Monday to Friday - 7.30am to 6.00pm.
 - Saturday, Sunday and High Holy Days- Closed.
7. Not more than 50 persons may attend the synagogue at any one time.
8. The Place of Worship must operate only between the times of:
Monday to Friday - 7.00am to 9.30pm; and
Saturday to Sunday - 8.30am to 8.30pm.
9. Prior to the endorsement of plans under Condition 1, an Acoustic Report prepared by a suitably qualified acoustic engineer, must be submitted to and approved by the Responsible Authority. The report must demonstrate that:
 - (a) The building is designed and constructed to include noise attenuation measures which must achieve a maximum noise level of 45 dB in the habitable rooms of the dwellings on adjoining lots;
 - (b) The external glazing, doors and the air conditioning and/or ventilation systems are suitable to achieve a maximum noise level of 45 dB in the habitable rooms of the dwellings on the adjoining lots; and
 - (c) The acoustic fences along the northern, southern and western boundaries would be constructed to have effective sound absorbing qualities.

The recommendations contained in the approved acoustic report must be implemented and completed and, where they are recommendations of an ongoing nature, must be implemented and maintained all to the satisfaction of the Responsible Authority.

10. Prior to the occupation of the development, acoustic fences must be erected along the northern, southern and western boundaries of the site to a minimum height of 2.9

metres above natural ground level. The design of the fence must be prepared in consultation with a suitably qualified acoustic engineer. Details of the design and acoustic qualities of the fence must be submitted to, and approved by, the Responsible Authority.

11. Prior to the occupation of the development, the walls on the boundary of adjoining properties must be cleaned and finished in a manner to the satisfaction of the Responsible Authority. Painted or bagged walls must be finished to a uniform standard and unpainted or unrendered walls must have all excess mortar removed.
12. The landscaping as shown on the endorsed Landscape Plan must be carried out, completed and maintained to the satisfaction of the Responsible Authority.
13. The landscaping as shown the endorsed Landscape Plan must be maintained, and any dead, diseased or damaged plant replaced in accordance with the landscaping plan to the satisfaction of the Responsible Authority.
14. The proposed works must not cause any damage to the canopy, roots or the Tree Protection Zone of the existing street trees.
15. Prior to the commencement of the buildings and works (including demolition), a tree protection fence must be erected around the southern-most Purple-leaved Cherry Plum, the Maple and the northern-most Purple-leaved Cherry Plum street trees at radii of 3.0 metres, 2.0 metres and 3.0 metres, respectively, from the base of the trunk to define a 'tree protection zone'. Temporary fencing is to be used as per AS 4870-2009 section 4.3. This fence must be constructed of star pickets and chain mesh (or similar) to the satisfaction of the Responsible Authority. The tree protection fence must remain in place until the construction within the tree protection zone is completed. The tree protection zone for that component of the development not required for construction must remain fenced until construction is complete. No vehicular or pedestrian access, trenching or soil excavation is to occur within the tree protection zone. No storage or dumping of tools, equipment or waste is to occur within the tree protection zone.

The ground surface of the tree protection zone must be covered by a protective 100mm deep layer of mulch prior to the development commencing and be watered regularly to the satisfaction of the Responsible Authority.

Above ground canopy TPZ (Tree Protection Zone) to be adopted. No works, structures or machinery will come within 1m of the trees crown/canopy as per AS 4870-2009 section 3.3.6.

Tree Protection Zone (TPZ) fencing must be adopted to protect the street tree's trunk. Set at edge of TPZ on all sides (Finishing at paved surfaces). Temporary fencing to be used as per AS 4870-2009 section 4.3.

Hand excavate any area within 1.5m of the Tree Protection Zone (TPZ). If roots over 40mm are found, Park Services are to be notified and further inspections will be carried out.

Ground protection is to be used if temporary access for machinery is required within the Tree Protection Zone (TPZ). Strapped rumble boards are to be used within TPZ to limit ground compaction as per AS 4870-2009 section 4.5.3.

16. No excavation is to come within 2.1 metres, 1.5 metres and 2.1 metres, of the southern-most Purple-leaved Cherry Plum, the Maple and the northern-most Purple-

leaved Cherry Plum street trees, respectively, (measured from the centre of the trunk) without the prior consent of the Responsible Authority. Any excavation within 1.5m of the tree protection zones must be hand excavated. If roots over 40mm are found, Park Services are to be notified and further inspections will be carried out.

Ground protection is to be used if temporary access for machinery is required within the TPZ (Tree Protection Zone). Strapped rumble boards are to be used within the tree protection zone to limit ground compaction as per AS 4870-2009 section 4.5.3.

17. Prior to the commencement of any buildings and works, a Car Parking and Traffic Management Plan for the site and its integration with the surrounding area must be prepared by a suitably qualified traffic engineer and submitted to and approved by the Responsible Authority. The Car Parking and Traffic Management Plan must address:
- (a) The number of car spaces for staff;
 - (b) The number of car spaces for the drop-off and pick-up of children;
 - (c) Arrangements to maximise the availability of car spaces for the drop-off and pick-up of children;
 - (d) The availability of parent parking in the middle of day;
 - (e) Arrangements for delivery vehicles; and
 - (f) The provision of a person to supervise the driveway during peak times to support safe and continuous traffic and pedestrian flows.

The Plan must be to the satisfaction of the Responsible Authority. When approved the Plan will form part of this permit and must be complied with, to the satisfaction of the Responsible Authority, to the extent that this is in the control of the owner of the land.

The applicant must submit for approval any consequential changes to the layout of the development on the endorsed plans to correspond with the approval of this Plan.

The owner of the land is to be responsible for all costs associated with any works to be undertaken (including those external to the site if agreed to by public land owners) in accordance with the requirements of the Car Parking and Traffic Management Plan.

Following any amendments to the land uses and/or layout of the development approved by the Responsible Authority which may impact on the Car Parking and Traffic Management Plan, the applicant must submit for approval an amended Car Parking and Traffic Management Plan within 28 days from the date of any amendments to the endorsed plans.

18. Areas set aside for the parking of vehicles and access lanes as shown on the endorsed plan(s) must be:
- (a) constructed;
 - (b) properly formed to such levels that they can be used in accordance with the plans;
 - (c) surfaced with an all weather sealcoat;
 - (d) drained;
 - (e) line-marked to indicate each car space and all access lanes;

- (f) clearly marked to show the direction of traffic along the access lanes and driveways;

to the satisfaction of the Responsible Authority.

Car spaces, access lanes and driveways shown on the endorsed plans must not be used for any other purpose.

19. Vehicular crossings must be constructed to the road to suit the proposed driveway to the satisfaction of the Responsible Authority and any existing crossing or crossing opening must be removed and replaced with footpath, naturestrip and kerb and channel to the satisfaction of the Responsible Authority.
20. No buildings or works are to be constructed over any easement or other restriction on the land or any sewers, drains, pipes, wires or cables under the control of a public authority without the prior written consent of the relevant authority and the Responsible Authority.
21. Disabled access to the building must be provided to the satisfaction of the Responsible Authority. All work carried out to provide disabled access must be constructed in accordance with in AS 1428.1 to the satisfaction of the Responsible Authority.
22. All security alarms or similar devices installed on the land must be of a silent type approved by the Standards Association of Australia and be connected to a registered security service.
23. No external sound amplification equipment or loudspeakers are to be used for the purpose of announcements, broadcasts, playing of music or similar purpose.
24. All outdoor lighting must be baffled and/or located to prevent light from the site causing detriment to the locality to the satisfaction of the Responsible Authority.
25. Adequate provision must be made for the storage and collection of garbage, bottles and other solid wastes in bins or receptacles, to the satisfaction of the Responsible Authority.

All bins and receptacles used for the storage and collection of garbage, bottles and other solid wastes must be kept in a storage area screened from view, to the satisfaction of the Responsible Authority.

All bins and receptacles must be maintained in a clean and tidy condition and free from offensive odour, to the satisfaction of the Responsible Authority.
26. Prior to the commencement of any site works including demolition and excavation, the owner must submit a Construction Management Plan to the Responsible Authority for approval. No works including demolition and excavation are permitted to occur until the Plan has been approved in writing by the Responsible Authority. Once approved, the Construction Management Plan will be endorsed to form part of this permit and must be implemented to the satisfaction of the Responsible Authority. The Plan must be to the satisfaction of the Responsible Authority and must provide details of the following:
 - (a) delivery and unloading points and expected frequency;
 - (b) Truck haulage routes, circulation spaces and queuing lanes;

- (c) Details how traffic and safe pedestrian access will be managed. These must be in the form of a Traffic Management Plan designed by a suitably qualified traffic practitioner;
a liaison officer for contact by owners / residents and the Responsible Authority in the event of relevant queries or problems experienced;
an outline of requests to occupy public footpaths or roads, or anticipated disruptions to local services;
 - (d) any requirements outlined within this permit as required by the relevant referral authorities;
 - (e) hours for construction activity in accordance with any other condition of this permit;
 - (f) measures to control noise, dust, water and sediment laden runoff;
 - (g) measures to ensure that sub-contractors/tradespersons operating on the site are aware of the contents of the Construction Management Plan;
 - (h) any construction lighting to be baffled to minimise intrusion on adjoining lots.
27. The layout of the site and size, design and location of buildings and works as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority. Note: This does not obviate the need for a permit where one is required.

The layout and description of the uses as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority. Note: This does not obviate the need for a permit where one is required.

28. This Permit will expire if:
- The development does not start within two (2) years from the date of this Permit;
or
 - The development is not completed within four (4) years of the date of this Permit.

The Responsible Authority may extend the time referred to if a request is made in writing before this Permit expires or within six (6) months after the expiry date if the use/development has not commenced.

If the development has commenced, the Responsible Authority may extend the time referred to if a request is made in writing within twelve (12) months of the expiry date.

Notes

- A. The amendments specified in Condition 1 of this Permit and any additional modifications which are “necessary or consequential” are those that will be assessed by Council when plans are lodged to satisfy that condition. Any “necessary or consequential” amendments, in addition to those required by this condition, should be specifically brought to the attention of Council for assessment.

If other modifications are proposed, they must be identified and be of a nature that an application for amendment of permit may be lodged under Section 72 of the Planning and Environment Act 1987. An amendment application is subject to the procedures set out in Section 73 of the Planning and Environment Act 1987.

- B. This Planning Permit represents the Planning approval for the use and/or development of the land. This Planning Permit does not represent the approval of other departments of Glen Eira City Council or other statutory authorities. Such approvals may be required and may be assessed on different criteria from that adopted for the approval of this Planning Permit.
- C. The use of the land may require approval and/or registration under the Children's Services Regulations 1998.
- D. Prior to the commencement of any demolition and/or building works, an Asset Protection Permit must be obtained from Council's Engineering Services Department.

BACKGROUND

The land was previously owned by the Uniting Church. The land was sold to Chabad House and a Synagogue was established on the site in the late 1980's. The first Planning Permit allowing a Child Care Centre for 20 children was issued on 25 May 1989. The current Planning Permit allowing the use of the land for a Child Care Centre (initially for 39 children) was issued on 22 September 2008. The current amended version of that permit (which has not been acted upon) allows up to 94 children and 14 staff. This amended permit will expire on 24 April 2017. The application now being considered seeks approval to construct new buildings to provide modern accommodation for the existing Synagogue and Child Care Centre uses with increases in the number of children and staff to 105 and 16, respectively.

ISSUES AND DISCUSSION

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

Proposal

- Construction of a double storey building for the purpose of a Child Care Centre and Place of Worship to replace most of the existing buildings on the site.
- The number of children attending the Child Care Centre is proposed to increase from 39 to 105.
- Child Care Centre opening times would be Monday-Friday 7:30am-6:00pm.
- Place of Worship opening times would be Monday-Friday 7:00am-9:30pm and Saturday-Sunday 8:30am-8:30pm.
- A car park at the front of the site with two access points from Cecil Street. A total of 23 car spaces are proposed.

Objectors' concerns

- Increased traffic and parking.
- Reduced vehicle and pedestrian safety.
- Relocation of the pedestrian crossing will adversely affect traffic flow.

- The bulky appearance of the building would adversely affect neighbourhood character.
- Excessive hours for the Place of Worship.
- Inconsistent with the Non Residential Uses in Residential Zones Policy.
- Noise.
- Removal of existing vegetation and limited opportunities for replacement landscaping.
- Overlooking/Loss of privacy.

Referrals

Transport Planning

- The parking requirement for the Child Care Centre is 23 car spaces.
- The car park would accommodate an adequate number of car spaces for the Place of Worship with 50 patrons (as proposed by the applicant) but only when this use is not operating at the same time as the Child Care Centre.
- The additional vehicle trips generated by the Child Care Centre would not have a major impact on Cecil Street or the surrounding road network.
- The relocation of the pedestrian crossing would be subject to consultation with the Coatesville Primary School and Council and be at the cost of the applicant.
- Minor changes to the car park layout are required to ensure safe and convenient vehicle movements.

Landscape Officer

- There are no high value trees on the site.
- Landscape plan required which should show 3 canopy trees in the front setback.

Park Services

- There would be no impact on the 3 street trees.
- Tree protection conditions are required.

Asset Engineers

- A power pole will need to be relocated to enable the southern vehicle crossing to be constructed.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

N/A

POLICY AND LEGISLATIVE IMPLICATIONS

Zoning and policy context

- Locations in the Neighbourhood Residential Zone adjacent to main or secondary roads and corner sites throughout Glen Eira are identified in the Non Residential Uses and Child Care Centres Policies as preferred locations for these uses. Although the site is located on a local street, it has been used for non-residential uses for many years. Furthermore, the Chabad House site is opposite the Coatesville Primary School which is a complementary use.
- Redevelopment of the site can be considered favourably if it can be demonstrated that residential amenity would not be unreasonably compromised.

- There is a current amended permit that allows an increase in the number of children and staff to 94 and 14, respectively. This application seeks approval for 105 children and 16 staff, respectively.
- A permit is required for buildings and works in the Neighbourhood Residential Zone. The mandatory maximum height limit of 8 metres set under the Neighbourhood Residential Zone does not apply to non-residential developments.

Neighbourhood character

- Cecil Street and the surrounding area has a mixed character due to the presence of the Chabad House Child Care Centre and Synagogue and the Coatesville Primary School. There is a distinct non-residential built form character in the middle section of Cecil Street that has been in existence for many years.
- It is considered that the proposed building would respect the mixed character of its immediate context and the character of the surrounding residential area through the use of suitable front setbacks, a moderate overall height and the use of complementary building materials and colours.
- The architectural design detail of the proposal includes massing and materials that would complement the surrounding area where there is a wide variety of building styles, ranging from single and double storey dwellings and the utilitarian primary school buildings.
- As there would be a large area of paving in the front setback which is discouraged in Council's local planning policies, it is recommended that the 4 front car spaces at the northern end of the car park be deleted to provide increased space for landscaping.

Height, scale and massing

- It is considered that the height, scale and setbacks of the proposed building generally provide an adequate transition to the buildings on the adjoining properties to the north, south and west and would integrate into the streetscape.
- It is acknowledged that parts of the first floor would be approximately 9 metres in height. Whilst local policy suggests a limit of 8 metres, it is noted that the highest parts of the building would be well setback from the boundaries and would not adversely affect the amenity of the adjoining properties. Furthermore, the majority of the first floor would be under the 8 metre height limit.
- The layout of the proposed building and the height of its boundary walls adjacent to the northern boundary would provide an effective visual and acoustic buffer to adjoining properties.
- Changes to the first floor building envelope are recommended in order to reduce the visual bulk impacts of the first floor on the adjoining properties to the north. It is recommended that the northern side setbacks of the first floor be at least 5 metres instead of 2.4 metres as proposed. It is acknowledged that this will require changes to the layout of the first floor and, possibly, the replacement of side-facing windows with skylights or other openings for daylight and ventilation.

Amenity impacts

- The proposal seeks approval to house two existing community uses in upgraded facilities. As stated above, it is considered that, subject to some changes, the building itself would not create any unreasonable off-site amenity impacts. A further aspect of the amenity impact to be assessed is the increase in the intensity of the Child Care Centre land use.
- The proposed change to the intensity of the use is the increase in the number of children from 94 to 105 and the increase in the number of staff from 14 to 16.

- It is acknowledged that the Child Care Centre does not currently operate with 94 children. The applicant's written submission indicates that 39 children have been attending the Child Care Centre with some additional children also attending an after school program. As 4 car spaces need to be deleted to improve landscaping, the remaining 19 car spaces would support a maximum of 86 children and this number will be adopted in a permit condition.
- A condition will be included to limit the maximum number of persons attending the Synagogue to 50 at any one time to ensure that the existing amenity impacts are not unreasonably intensified.
- A condition is also recommended to limit the hours of use of both the Child Care Centre and Synagogue so that they would only operate simultaneously for short periods.
- An acoustic report will be required to be submitted to detail requirements to construct acoustically treated side and rear boundary fences and provide other advice on limiting noise emissions from the building such as from music and machinery.
- There are no first floor windows that would cause unreasonable overlooking and the extent of overshadowing would be modest.

Landscaping

- There are no high value trees on the site that should be retained.
- As stated above, the deletion of 4 car spaces from the northern end of the car park will increase landscaping opportunities at the front of the site. This will improve the appearance of the site when viewed from the public realm and 18 Cecil Street.
- It is recommended that a 1.5m wide landscape strip, heavily planted with shrubs, should be included on the plans along the southern boundary to provide a buffer between the playground and car park and the dwellings at 11 Cecil Street.
- A condition will be included requiring the submission of a detailed landscape plan which will require the planting of 3 canopy trees in the landscape area in the middle of the frontage and 3 canopy trees in the landscape area at the northern end of the frontage.

Car Parking and Traffic

- Council's Transport Planning Department advises that the on-site parking provision would be satisfactory.
- The one-way traffic flow associated with the drop-off and pick-up of children is considered to be a positive feature of the proposal and an improvement compared with existing conditions which doesn't have any pick up and drop off provisions except for in the parking lot itself.
- The statutory parking requirement under the State Government guidelines for a Child Care Centre with 105 children is 23 on-site car spaces which are shown on the plans.
- The car parking requirement for a Place of Worship for 50 persons is 15 car spaces.
- The reduction in the number of car spaces to 19 to allow for more landscaping would still cater for the Child Care Centre with 86 children and the Synagogue when it operates after 6.00pm and on weekends and High Holy Days.
- The applicant has advised that the 2 uses would mostly operate at separate times. However, as the Child Care Centre and Synagogue activities would overlap at some times, the approval must state that it includes reduction of parking for the Place of Worship.
- Having regard to the busy nature of traffic and parking in the area, a condition will require the submission of a Car Parking and Traffic Management Plan. This is consistent with the most recent version of the amended permit.

Management Plan Requirements

- A Construction Management Plan (CMP) is required. A condition has been included in the Appendix outlining the requirements of the CMP.

COMMUNICATION AND ENGAGEMENT1. Public Notice (Statutory)

- 14 properties notified
- 22 notices sent (owners and occupiers)
- 2 signs erected on site
- 25 objections received

2. Planning Conference (Non Statutory)

The Conference, chaired by Cr Hyams, provided a forum where all interested parties could elaborate on their respective views. Objectors mainly emphasised their original reasons for objection. It is considered that the main issues arising from the discussions were:

- Increased traffic and parking.
- The use is a Community Centre and should be located on a main road.
- Noise.
- The impact of the proposed building on adjoining properties and the streetscape.
- Removal of existing trees.

Undertakings by the Applicant

- An acoustic report will be circulated to residents and Council.

LINK TO COUNCIL PLAN

Town Planning and Development: 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.

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 a Notice of Decision to Grant a Planning Permit be issued.

Moved: Cr Hyams

Seconded: Cr Taylor

Procedural Motion

Moved: Cr Delahunty

Seconded: Cr Silver

That Cr Hyams be granted a 3 minute extension of speaking time.

CARRIED UNANIMOUSLY

That Council issues a Notice of Decision to Grant a Permit for Application No. GE/PP-29356/2016 allowing Construction of buildings and carrying out of works for a Child Care Centre and Place of Worship and reduction of the car parking requirement for the Place of Worship at 13-17 Cecil Street, Bentleigh East, in accordance with the following conditions:

1. Before the commencement of the development, amended plans to the satisfaction of the Responsible Authority must be submitted to, and approved by, the Responsible Authority. The plans must be drawn to scale with dimensions and must generally accord with the plans submitted with the application (identified as Drawing No's. TP01C, TP02C, TP03C, TP04C, TP05B and TP06C, prepared by Point Architects and dated 4 July and 19 August 2016) but modified to show:
 - (a) A Landscape Plan in accordance with Condition 2.
 - (b) The deletion of car spaces 3 and 4 and this area to be set aside for landscaping.
 - (c) The setbacks of the first floor staff room, kitchen and toilets from the northern boundary increased to at least 5.0m with any consequential changes, including the location of windows to be to the satisfaction of the Responsible Authority.
 - (d) The provision of a 1.5m wide landscape strip, heavily planted with shrubs and trees, along the southern boundary to provide a buffer between the playground and car park and the dwellings at 11 Cecil Street.
 - (e) The addition of notes to state that the southern vehicle crossing will be constructed as a single width vehicle crossing to ensure clearance for car spaces 16 and 17 and that it will be widened to 6 metres at the completion of the development.
 - (f) The tandem car spaces to be repositioned so that the 4.9m long car spaces are on the inner side of the 5.4m long car spaces which must be adjacent to the driveway.
 - (g) The addition of a note to state that the power pole can only be relocated with the consent of the relevant service authority and at the full cost of the permit holder.
 - (h) The note for the relocation of the pedestrian crossing amended to state that it can only be done with the consent of Council and at the full cost of the permit holder.

When approved, the plans will be endorsed and will then form part of this Permit.

2. Before the commencement of buildings and works, a detailed Landscape Plan to the satisfaction of the Responsible Authority must be submitted to, and approved by the Responsible Authority. When the Landscape Plan is approved, it will become an endorsed plan forming part of this Permit. The Landscape Plan must incorporate:
 - (a) Buildings and trees (including botanical names) on neighbouring properties within 3 metres of the boundary.
 - (b) A planting schedule of all proposed vegetation including botanical names; common names; pot sizes; sizes at maturity; quantities of each plant; and details of surface finishes of pathways and driveways.
 - (c) Landscaping and planting within all open space areas of the site.
 - (d) Advanced canopy trees (minimum 3.0 metres tall when planted unless otherwise agreed to in writing by the Responsible Authority) in the following areas:
 - (iii) 3 canopy trees in the middle landscape area of the frontage; and
 - (iv) 3 canopy trees in the northern landscape area of the frontage; or 6 trees in locations to the satisfaction of the Responsible Authority.Trees are not to be sited over easements. All species selected must be to the satisfaction of the Responsible Authority.
3. Not more than 94 children may attend the Child Care Centre at any one time (this includes children attending any after-school program).
4. Not more than 50 children may be present in the outdoor play area at any one time.
5. Not more than 16 staff members/employees of the Child Care Centre may be present on the site at any one time.
6. The Child Care Centre must operate only between the times of:
 - Monday to Friday - 7.30am to 6.00pm.
 - Saturday, Sunday and High Holy Days- Closed.
7. Not more than 50 persons may attend the synagogue at any one time.
8. The Place of Worship must operate only between the times of:

Monday to Friday	- 7.00am to 9.30pm; and
Saturday to Sunday	- 8.30am to 8.30pm.
9. Prior to the endorsement of plans under Condition 1, an Acoustic Report prepared by a suitably qualified acoustic engineer, must be submitted to and approved by the Responsible Authority. The report must demonstrate that:
 - (a) The building is designed and constructed to include noise attenuation measures which must achieve a maximum noise level of 45 dB in the habitable rooms of the dwellings on adjoining lots;
 - (b) The external glazing, doors and the air conditioning and/or ventilation systems are suitable to achieve a maximum noise level of 45 dB in the habitable rooms of the dwellings on the adjoining lots; and

- (c) The acoustic fences along the northern, southern and western boundaries would be constructed to have effective sound absorbing qualities.

The recommendations contained in the approved acoustic report must be implemented and completed and, where they are recommendations of an ongoing nature, must be implemented and maintained all to the satisfaction of the Responsible Authority.

10. Prior to the occupation of the development, acoustic fences must be erected along the northern, southern and western boundaries of the site to a minimum height of 2.9 metres above natural ground level. The design of the fence must be prepared in consultation with a suitably qualified acoustic engineer. Details of the design and acoustic qualities of the fence must be submitted to, and approved by, the Responsible Authority.
11. Prior to the occupation of the development, the walls on the boundary of adjoining properties must be cleaned and finished in a manner to the satisfaction of the Responsible Authority. Painted or bagged walls must be finished to a uniform standard and unpainted or unrendered walls must have all excess mortar removed.
12. The landscaping as shown on the endorsed Landscape Plan must be carried out, completed and maintained to the satisfaction of the Responsible Authority.
13. The landscaping as shown the endorsed Landscape Plan must be maintained, and any dead, diseased or damaged plant replaced in accordance with the landscaping plan to the satisfaction of the Responsible Authority.
14. The proposed works must not cause any damage to the canopy, roots or the Tree Protection Zone of the existing street trees.
15. Prior to the commencement of the buildings and works (including demolition), a tree protection fence must be erected around the southern-most Purple-leaved Cherry Plum, the Maple and the northern-most Purple-leaved Cherry Plum street trees at radii of 3.0 metres, 2.0 metres and 3.0 metres, respectively, from the base of the trunk to define a 'tree protection zone'. Temporary fencing is to be used as per AS 4870-2009 section 4.3. This fence must be constructed of star pickets and chain mesh (or similar) to the satisfaction of the Responsible Authority. The tree protection fence must remain in place until the construction within the tree protection zone is completed. The tree protection zone for that component of the development not required for construction must remain fenced until construction is complete. No vehicular or pedestrian access, trenching or soil excavation is to occur within the tree protection zone. No storage or dumping of tools, equipment or waste is to occur within the tree protection zone.

The ground surface of the tree protection zone must be covered by a protective 100mm deep layer of mulch prior to the development commencing and be watered regularly to the satisfaction of the Responsible Authority.

Above ground canopy TPZ (Tree Protection Zone) to be adopted. No works, structures or machinery will come within 1m of the trees crown/canopy as per AS 4870-2009 section 3.3.6.

Tree Protection Zone (TPZ) fencing must be adopted to protect the street tree's trunk. Set at edge of TPZ on all sides (Finishing at paved surfaces). Temporary fencing to be used as per AS 4870-2009 section 4.3.

Hand excavate any area within 1.5m of the Tree Protection Zone (TPZ). If roots over 40mm are found, Park Services are to be notified and further inspections will be carried out.

Ground protection is to be used if temporary access for machinery is required within the Tree Protection Zone (TPZ). Strapped rumble boards are to be used within TPZ to limit ground compaction as per AS 4870-2009 section 4.5.3.

16. No excavation is to come within 2.1 metres, 1.5 metres and 2.1 metres, of the southern-most Purple-leaved Cherry Plum, the Maple and the northern-most Purple-leaved Cherry Plum street trees, respectively, (measured from the centre of the trunk) without the prior consent of the Responsible Authority. Any excavation within 1.5m of the tree protection zones must be hand excavated. If roots over 40mm are found, Park Services are to be notified and further inspections will be carried out.

Ground protection is to be used if temporary access for machinery is required within the TPZ (Tree Protection Zone). Strapped rumble boards are to be used within the tree protection zone to limit ground compaction as per AS 4870-2009 section 4.5.3.

17. Prior to the commencement of any buildings and works, a Car Parking and Traffic Management Plan for the site and its integration with the surrounding area must be prepared by a suitably qualified traffic engineer and submitted to and approved by the Responsible Authority. The Car Parking and Traffic Management Plan must address:

- (a) The number of car spaces for staff;
- (b) The number of car spaces for the drop-off and pick-up of children;
- (c) Arrangements to maximise the availability of car spaces for the drop-off and pick-up of children;
- (d) The availability of parent parking in the middle of day;
- (e) Arrangements for delivery vehicles; and
- (f) The provision of a person to supervise the driveway during peak times to support safe and continuous traffic and pedestrian flows.

The Plan must be to the satisfaction of the Responsible Authority. When approved the Plan will form part of this permit and must be complied with, to the satisfaction of the Responsible Authority, to the extent that this is in the control of the owner of the land. The applicant must submit for approval any consequential changes to the layout of the development on the endorsed plans to correspond with the approval of this Plan.

The owner of the land is to be responsible for all costs associated with any works to be undertaken (including those external to the site if agreed to by public land owners) in accordance with the requirements of the Car Parking and Traffic Management Plan.

Following any amendments to the land uses and/or layout of the development approved by the Responsible Authority which may impact on the Car Parking and Traffic Management Plan, the applicant must submit for approval an amended Car Parking and Traffic Management Plan within 28 days from the date of any amendments to the endorsed plans.

18. Areas set aside for the parking of vehicles and access lanes as shown on the endorsed plan(s) must be:

- (a) constructed;

- (b) properly formed to such levels that they can be used in accordance with the plans;
- (c) surfaced with an all weather sealcoat;
- (d) drained;
- (e) line-marked to indicate each car space and all access lanes;
- (f) clearly marked to show the direction of traffic along the access lanes and driveways;

to the satisfaction of the Responsible Authority.

Car spaces, access lanes and driveways shown on the endorsed plans must not be used for any other purpose.

19. Vehicular crossings must be constructed to the road to suit the proposed driveway to the satisfaction of the Responsible Authority and any existing crossing or crossing opening must be removed and replaced with footpath, naturestrip and kerb and channel to the satisfaction of the Responsible Authority.
20. No buildings or works are to be constructed over any easement or other restriction on the land or any sewers, drains, pipes, wires or cables under the control of a public authority without the prior written consent of the relevant authority and the Responsible Authority.
21. Disabled access to the building must be provided to the satisfaction of the Responsible Authority. All work carried out to provide disabled access must be constructed in accordance with in AS 1428.1 to the satisfaction of the Responsible Authority.
22. All security alarms or similar devices installed on the land must be of a silent type approved by the Standards Association of Australia and be connected to a registered security service.
23. No external sound amplification equipment or loudspeakers are to be used for the purpose of announcements, broadcasts, playing of music or similar purpose.
24. All outdoor lighting must be baffled and/or located to prevent light from the site causing detriment to the locality to the satisfaction of the Responsible Authority.
25. Adequate provision must be made for the storage and collection of garbage, bottles and other solid wastes in bins or receptacles, to the satisfaction of the Responsible Authority.

All bins and receptacles used for the storage and collection of garbage, bottles and other solid wastes must be kept in a storage area screened from view, to the satisfaction of the Responsible Authority.

All bins and receptacles must be maintained in a clean and tidy condition and free from offensive odour, to the satisfaction of the Responsible Authority.
26. Prior to the commencement of any site works including demolition and excavation, the owner must submit a Construction Management Plan to the Responsible Authority for approval. No works including demolition and excavation are permitted to occur until the Plan has been approved in writing by the Responsible Authority. Once approved, the Construction Management Plan will be endorsed to form part of this permit and must be implemented to the satisfaction of the Responsible Authority. The Plan must

be to the satisfaction of the Responsible Authority and must provide details of the following:

- (a) delivery and unloading points and expected frequency;
- (b) Truck haulage routes, circulation spaces and queuing lanes;
- (c) Details how traffic and safe pedestrian access will be managed. These must be in the form of a Traffic Management Plan designed by a suitably qualified traffic practitioner;
a liaison officer for contact by owners / residents and the Responsible Authority in the event of relevant queries or problems experienced;
an outline of requests to occupy public footpaths or roads, or anticipated disruptions to local services;
- (d) any requirements outlined within this permit as required by the relevant referral authorities;
- (e) hours for construction activity in accordance with any other condition of this permit;
- (f) measures to control noise, dust, water and sediment laden runoff;
- (g) measures to ensure that sub-contractors/tradespersons operating on the site are aware of the contents of the Construction Management Plan;
- (h) any construction lighting to be baffled to minimise intrusion on adjoining lots.

27. The layout of the site and size, design and location of buildings and works as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority. Note: This does not obviate the need for a permit where one is required.

The layout and description of the uses as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority. Note: This does not obviate the need for a permit where one is required.

28. This Permit will expire if:

- The development does not start within two (2) years from the date of this Permit;
or
- The development is not completed within four (4) years of the date of this Permit.

The Responsible Authority may extend the time referred to if a request is made in writing before this Permit expires or within six (6) months after the expiry date if the use/development has not commenced.

If the development has commenced, the Responsible Authority may extend the time referred to if a request is made in writing within twelve (12) months of the expiry date.

Notes

- A. The amendments specified in Condition 1 of this Permit and any additional modifications which are “necessary or consequential” are those that will be assessed by Council when plans are lodged to satisfy that condition. Any “necessary or consequential” amendments, in addition to those required by this condition, should be specifically brought to the attention of Council for assessment.

If other modifications are proposed, they must be identified and be of a nature that an application for amendment of permit may be lodged under Section 72 of the Planning and Environment Act 1987. An amendment application is subject to the procedures set out in Section 73 of the Planning and Environment Act 1987.

- B. This Planning Permit represents the Planning approval for the use and/or development of the land. This Planning Permit does not represent the approval of other departments of Glen Eira City Council or other statutory authorities. Such approvals may be required and may be assessed on different criteria from that adopted for the approval of this Planning Permit.
- C. The use of the land may require approval and/or registration under the Children's Services Regulations 1998.
- D. Prior to the commencement of any demolition and/or building works, an Asset Protection Permit must be obtained from Council's Engineering Services Department.

CARRIED

STAGE 1

Ground Floor: First Floor:

Common Entry Lobby
Reception
Waiting Area
Additional 3 room
with services
Office
Kitchen
Toilet
Filing Room

Lobby Area
Laundry
Toilets
Kitchen
Admin/Store
Library
Staff Room

RETAIN EXISTING CHILD CARE 39 CHILDREN

ADDITIONAL 46 MORE CHILDREN

TOTAL 85 CHILDREN

ROOM 4 12 CHILDREN

TOTAL AREA :75.15M²

REQUIRED AREA :39.00M²

ROOM 5 12 CHILDREN

TOTAL AREA :80.40M²

REQUIRED AREA :39.00M²

ROOM 6 22 CHILDREN

AREA :72.00M²

REQUIRED AREA :71.50M²

OUTDOOR PLAY AREA :595m²

TOTAL CAR PARK :17 PROVIDED

:18 REQUIRED

NOTE:

RETAINING EXISTING
SYNAGOGUE
CHILDCARE ROOM
KITCHEN
STAFF ROOM

NOTE: A WALLS/ GLAZING TO COMPLY WITH
ACOUSTIC REPORT

CHILDCARE OPENING HOURS -7.30AM TO 6PM

NUMBER OF STAFF MEMBERS -14

[max. number present at any one time will be 14]

PLACE OF WORSHIP OPENING HOURS

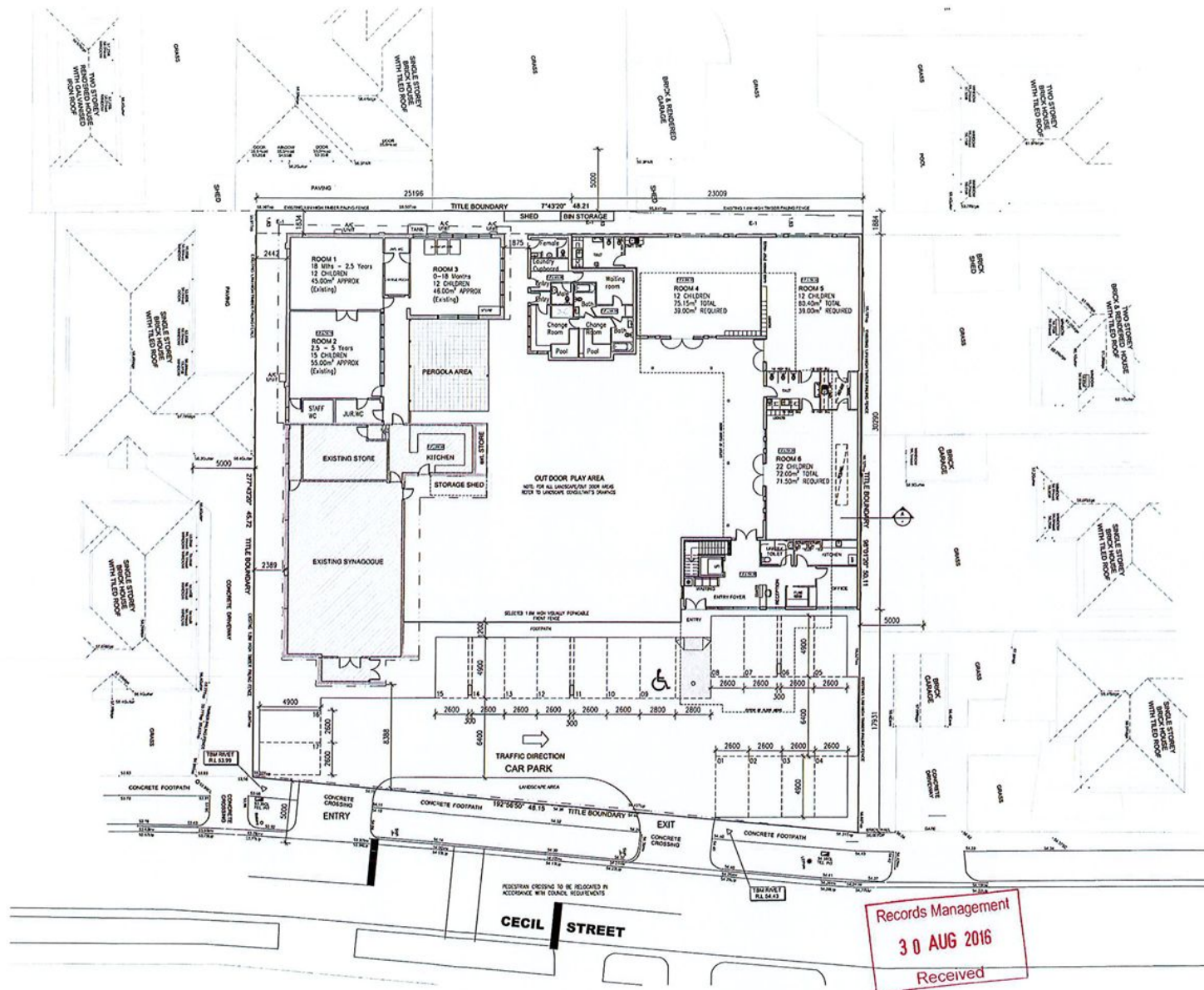
WEEKDAYS - 7.00AM TO 9.30PM

WEEKENDS - 8.30AM TO 8.30PM

Place of Worship Gross Area 146 sqm

NUMBER OF PATRONS EXPECTED -50

NOTE: OPENING HOURS AND PATRON NUMBERS
REMAIN THE SAME AS EXISTING



Records Management
30 AUG 2016
Received

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545 King Street West Melbourne 3003
t: 9329588 f: 93294707 e: info@pointarch.com.au

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REV	DESCRIPTION	DRN	CHK	DATE
P1	ISSUE FOR PERMIT	IC	SS	08.03.16
P2	ISSUE FOR PERMIT	IC	SS	30.03.16
A	ISSUE FOR PERMIT	IC	SS	31.03.16
B	IN RESPONSE TO CITY DATED 21.03.16	WS	ES	04.07.16
C	MODIFIED TO COMPLY WITH ACOUSTIC REPORT	DS	ES	15.08.16



PROJECT
PROPOSED DEVELOPMENT
13-17 CECIL STREET
BENTLEIGH EAST

TITLE
STAGE - 1
GROUND FLOOR

DRAWN SCALE DATE JOB No.
S.S 1:150@A1 08.15 731
CNO No REVISION
TP01 C

STAGE 1

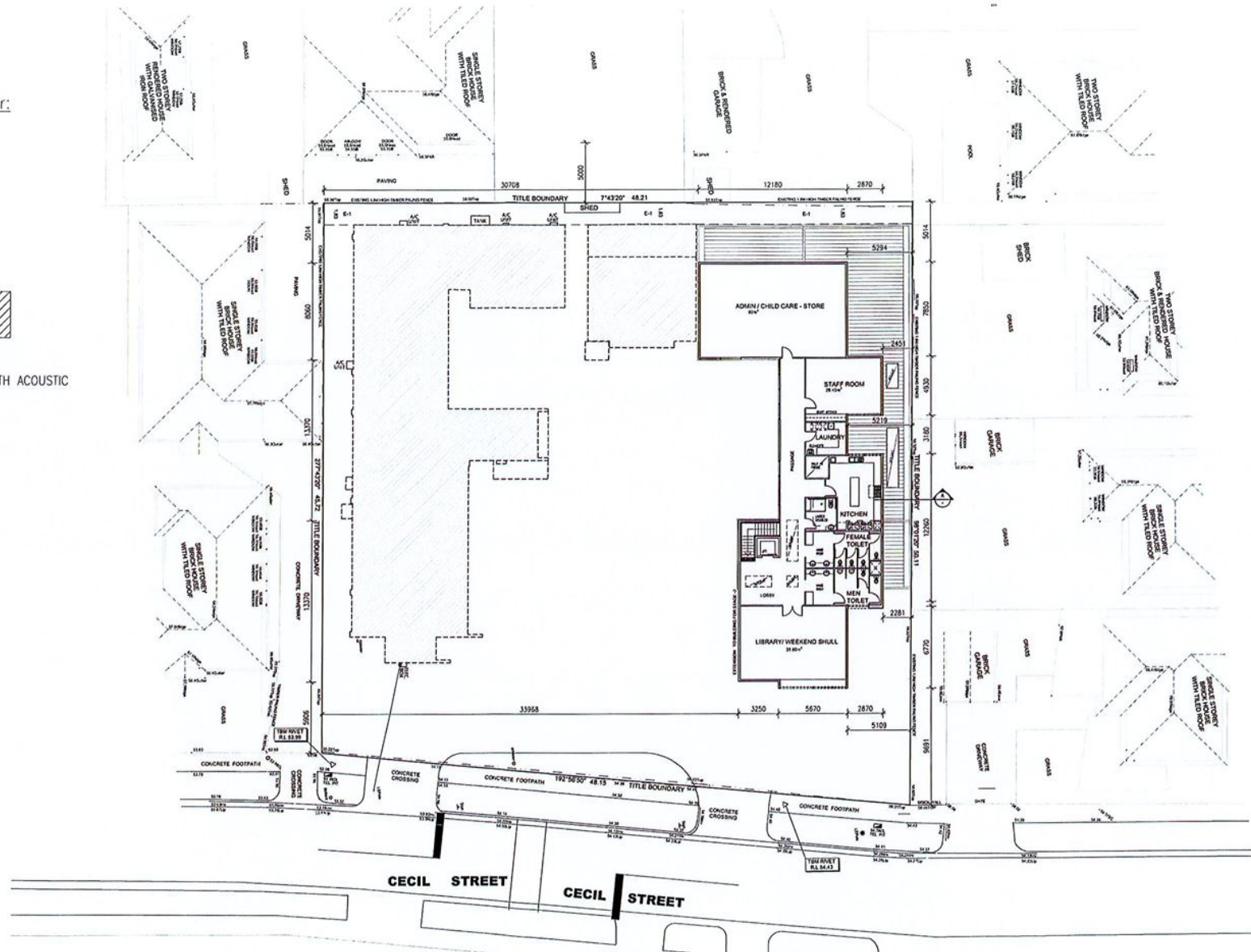
Ground Floor:
Common Entry Lobby
Reception
Waiting Area
Additional 3 room
with services
Office
Kitchen
Toilet
Filing Room

First Floor:
Lobby Area
Laundry
Toilets
Kitchen
Admin/Store
Library
Staff Room

NOTE:
EXTEND OF EXISTING
STRUCTURE



NOTE:A: WALLS/ GLAZING TO COMPLY WITH ACOUSTIC
REPORT



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REV	DESCRIPTION	DRY	CHK	DATE
P1	SENT FOR REVIEW	K	SS	16.03.16
P2	SENT FOR REVIEW	K	SS	16.03.16
A	SENT FOR TP	K	SS	21.03.16
B	IN RESPONSE TO K1 DATE: 21.03.16	WJ	SS	21.03.16
C	APPROVED TO COMPLY WITH ACOUSTIC REPORT	SA	SS	18.06.16



PROJECT
PROPOSED DEVELOPMENT
13-17 CECIL STREET
BENTLEIGH EAST

TITLE
STAGE - 1
FIRST FLOOR

DRAWN SCALE DATE JOB NO.
S.S. 1:150@A1 08.15 731
DWG No. REVISION
TP02 C

STAGE 2

Ground Floor:	First Floor:
Common Entry Lobby	Lobby Area
Reception	Laundry
Waiting Area	Toilets
Additional 3 room with services	Kitchen
Office	Admin/Store
Kitchen	Library
Toilet	Staff Room
Filing Room	Shull
	Multipurpose Room

RETAIN EXISTING CHILD CARE 39 CHILDREN

ADDITIONAL 66 MORE CHILDREN

TOTAL 105 CHILDREN

ROOM 4 22 CHILDREN

TOTAL AREA :75.15M²

REQUIRED AREA :71.50M²

ROOM 5 22 CHILDREN

TOTAL AREA :80.40M²

REQUIRED AREA :71.50M²

ROOM 6 22 CHILDREN

TOTAL AREA :72.00M²

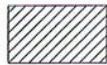
REQUIRED AREA :71.50M²

OUTDOOR PLAY AREA :765m²

TOTAL CAR PARK :23 PROVIDED

:23 REQUIRED

NOTE:
EXISTING SYNOGUE
KITCHEN
STAFF ROOM
TO BE REMOVED



NOTE:A: WALLS/ GLAZING TO COMPLY WITH
ACOUSTIC REPORT

CHILDCARE OPENING HOURS -7.30AM TO 6PM

NUMBER OF STAFF MEMBERS -16

[max. number present at any one time will be 16]

PLACE OF WORSHIP OPENING HOURS

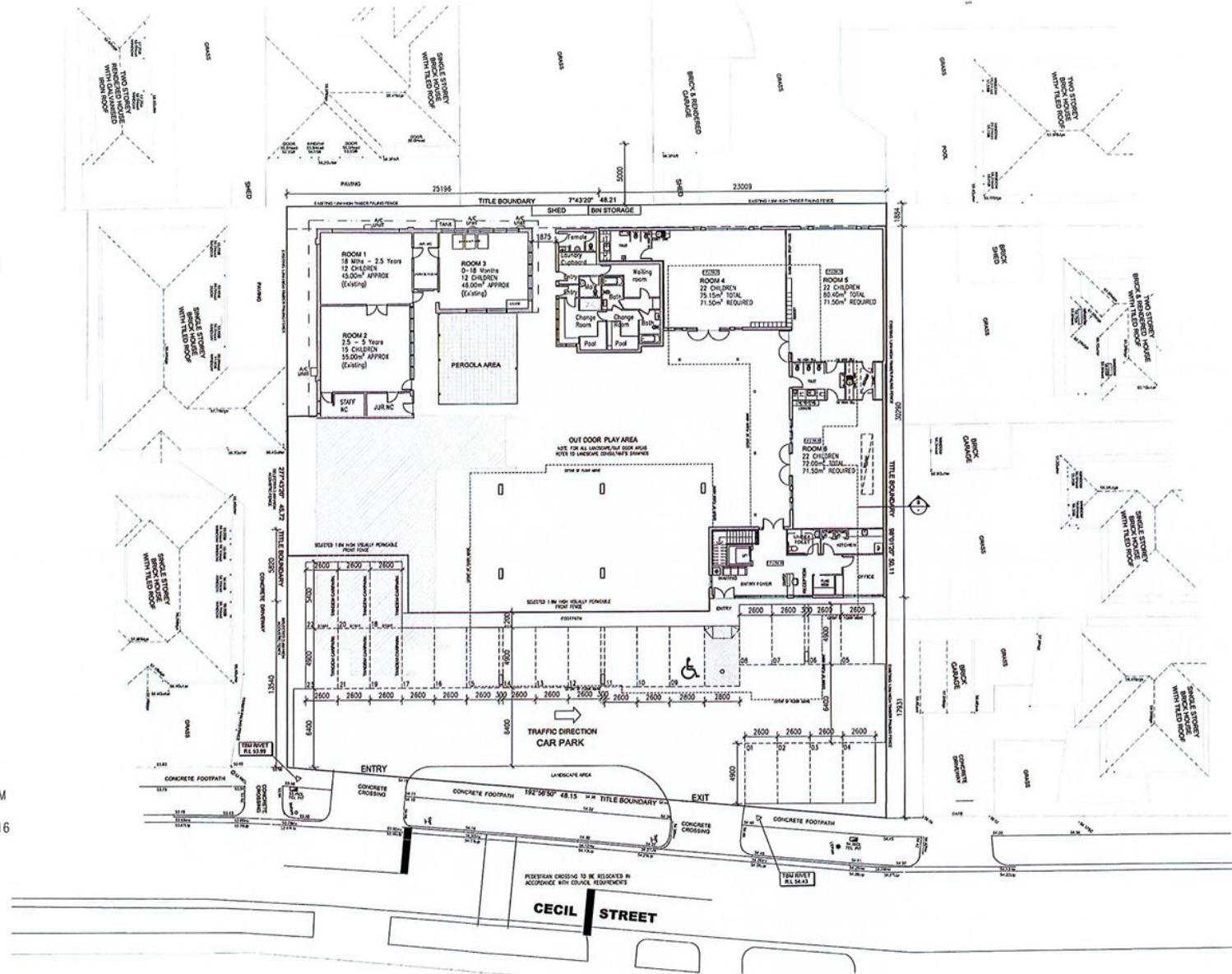
WEEKDAYS - 7.00AM TO 9.30PM

WEEKENDS - 8.30AM TO 8.30PM

Place of Worship Gross Area 349 sqm

NUMBER OF PATRONS EXPECTED -50

NOTE: OPENING HOURS AND PATRON NUMBERS
REMAIN THE SAME AS EXISTING



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REV	DESCRIPTION	DRN	CHK	DATE
1	ISSUE FOR REVIEW	IC	IS	08.03.18
2	ISSUE FOR REVIEW	IC	IS	20.08.18
3	ISSUE FOR REVIEW	IC	IS	21.03.18
4	IN RESPONSE TO RFI DATED 21.03.18	MD	ES	04.01.18
5	AMENDED TO COMPLY WITH NOISE REPORT	BU	ES	18.08.18



PROJECT
PROPOSED DEVELOPMENT
13-17 CECIL STREET
BENTLEIGH EAST

TITLE
STAGE - 2
GROUND FLOOR

DRAWN SCALE DATE JOB NO.

S.S. 1:150@A1 08.15 731

DWG NO. REVISION
TP03 C

STAGE 2

Ground Floor:
Common Entry Lobby
Reception
Waiting Area
Additional 3 room
with services
Office
Kitchen
Toilet
Filing Room

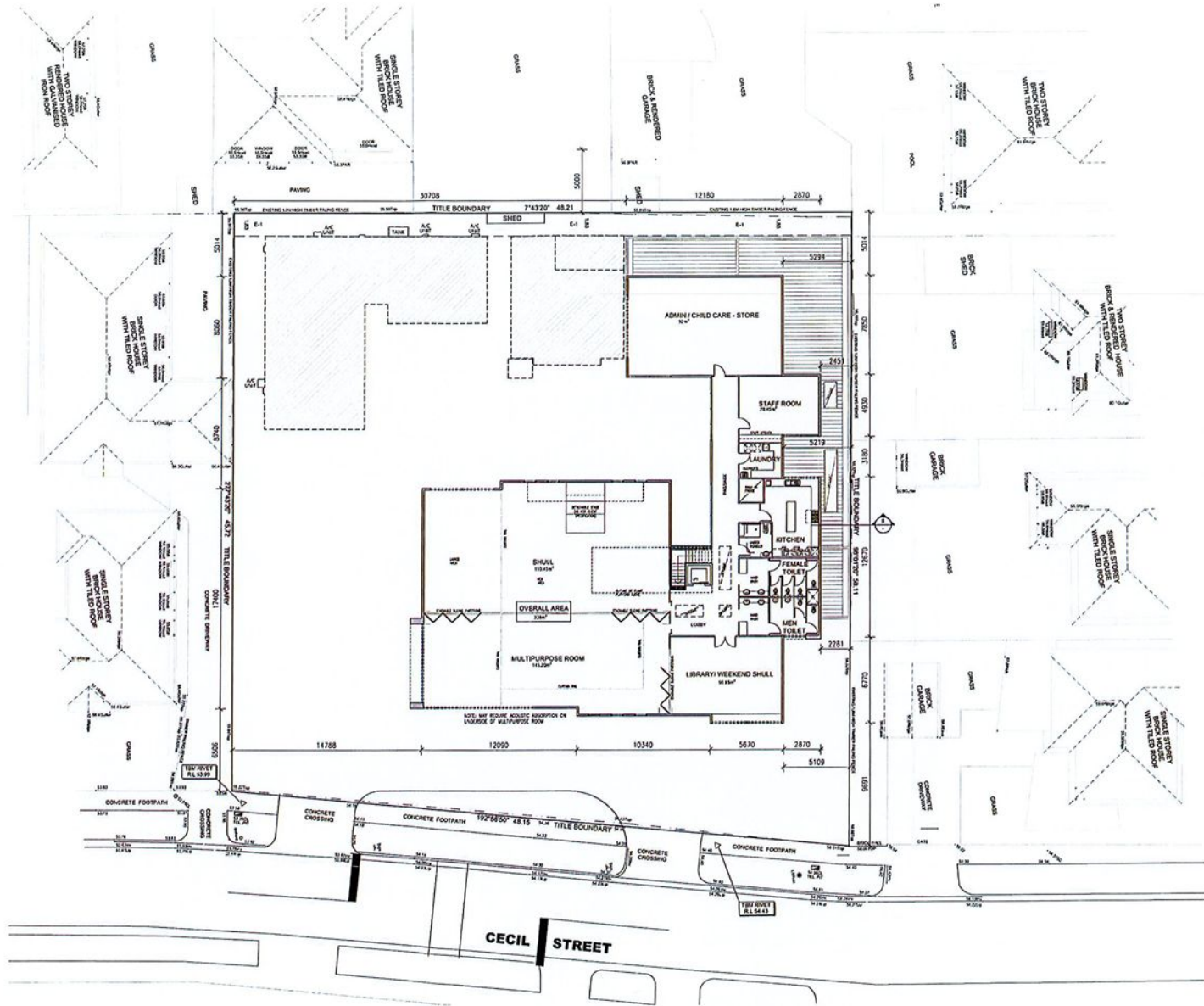
First Floor:
Lobby Area
Laundry
Toilets
Kitchen
Admin/Store
Library
Staff Room
Shull
Multipurpose Room

NOTE:
EXTEND OF EXISTING
STRUCTURE



* STACKABLE DOORS AS PER MANUFACTURE'S SPECIFICATIONS.

NOTE:A: WALLS/ GLAZING TO COMPLY WITH ACOUSTIC
REPORT



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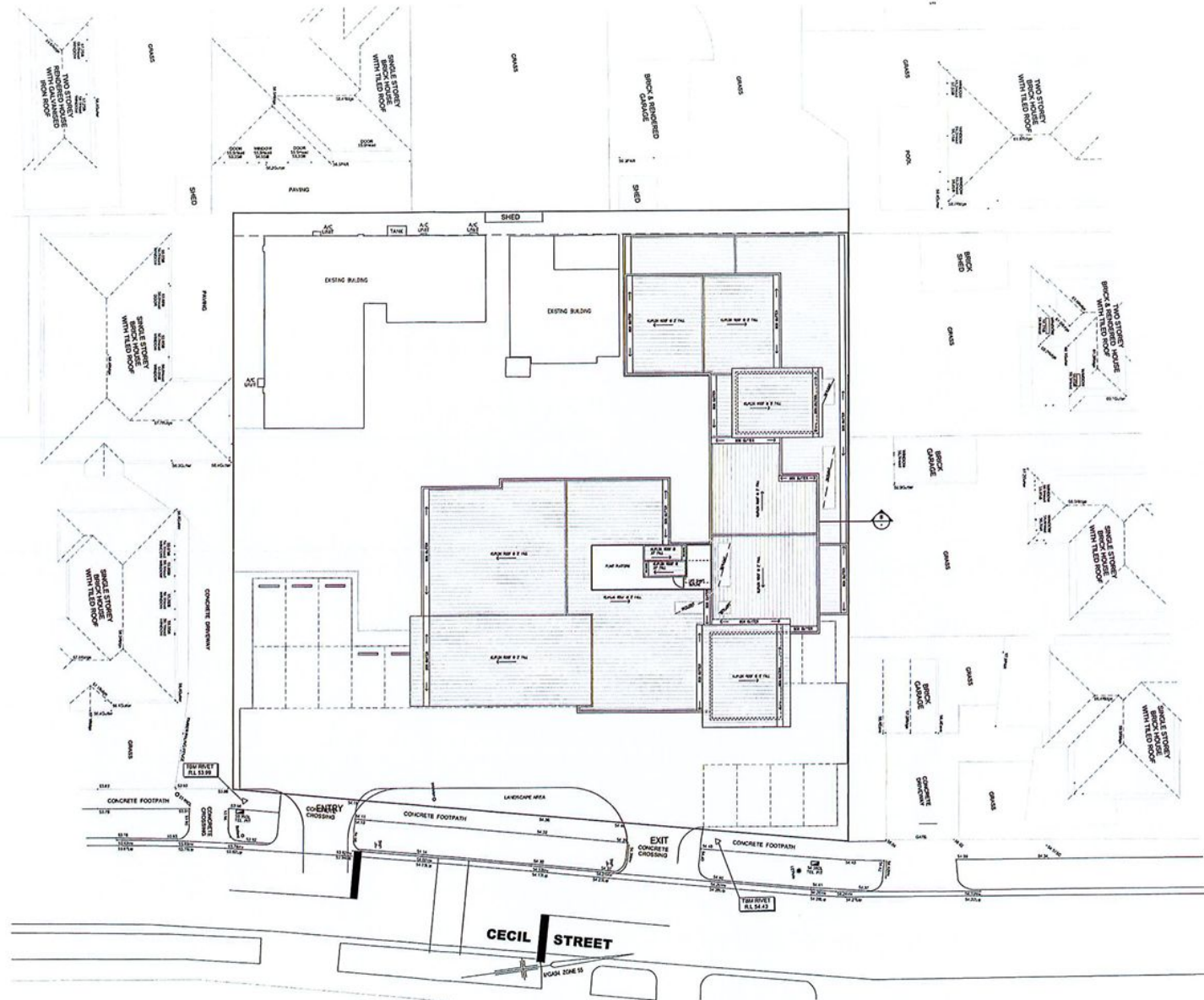
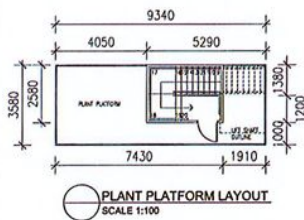
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P2	ISSUE FOR REVIEW	C	SS	26.03.18
A	ISSUE FOR TP	C	SS	21.03.18
B	IN RESPONSE TO CITY COUNCIL 21.03.18	MD	SS	26.03.18
E	REVISED TO COMPLY WITH ACOUSTIC REPORT	DA	SS	19.06.18



PROJECT
PROPOSED DEVELOPMENT
13-17 CECIL STREET
BENTLEIGH EAST

TITLE
STAGE - 2
FIRST FLOOR

DRAWN SCALE DATE JOB NO.
S.S. 1:150@A1 08.15 731
DWG NO. REVISION
TP04 C



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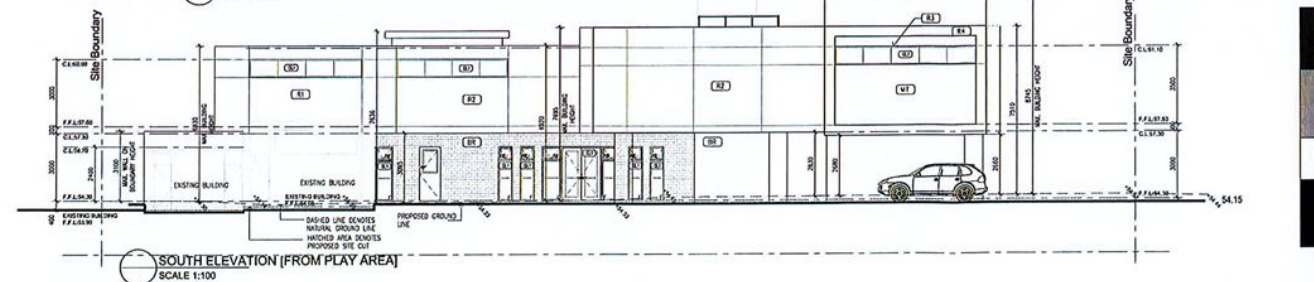
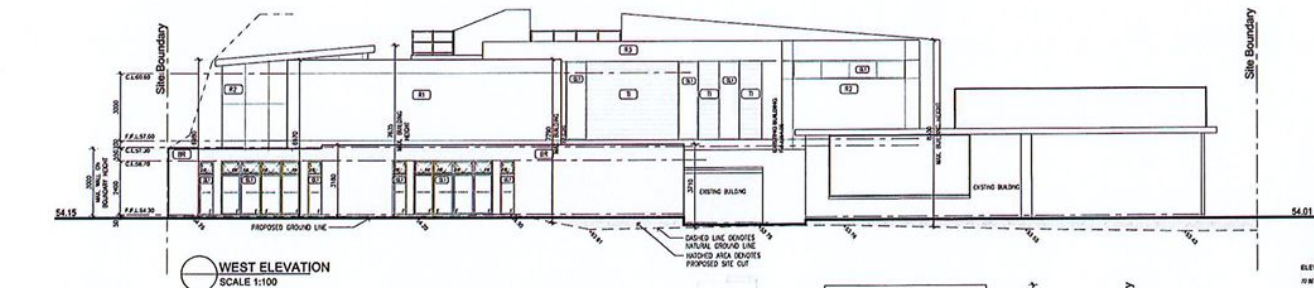
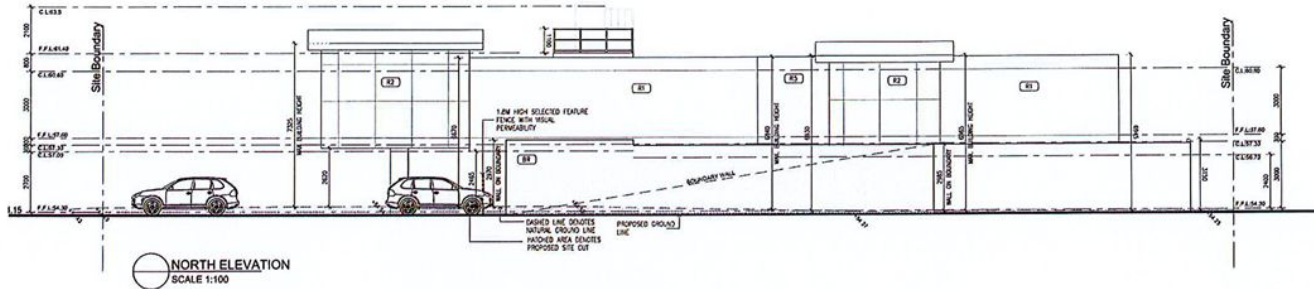
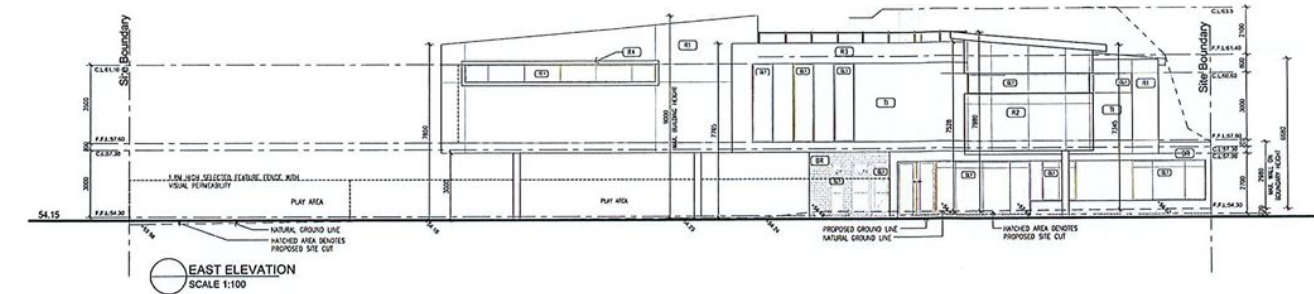
REV	DESCRIPTION	DWN	CHK	DATE
P1	ISSUE FOR REVIEW	02	35	08.03.18
P2	ISSUE FOR REVIEW	02	35	20.03.18
A	ISSUE FOR TP	02	35	20.03.18
B	IN RESPONSE TO M11 DATED 21.05.18	03	02	04.07.18



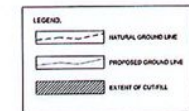
PROJECT
PROPOSED DEVELOPMENT
13-17 CECIL STREET
BENTLEIGH EAST

TITLE
STAGE - 2
ROOF PLAN

DRAWN SCALE DATE JOB NO.
S.S 1:150@A1 08.15 731
1:100@A1
DWG NO REVISION
TP05 B



NOTE: A: WALLS/ GLAZING TO COMPLY
WITH ACOUSTIC REPORT

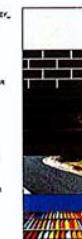


ELEVATION LEGEND

TO BE USED IN CONJUNCTION WITH THE DETAILED ARCHITECTURAL DRAWINGS



- (B1) MATRIX CLADDING - DARK GREY, HIGHLY TEXTURED COLOUR MATCH TO SHIMLAR
- (B2) MATRIX CLADDING - LIGHT GREY, HIGHLY TEXTURED COLOUR MATCH TO SHIMLAR
- (B3) MATRIX CLADDING - WHITE, HIGHLY TEXTURED COLOUR MATCH TO SHIMLAR
- (B4) MATRIX CLADDING - BLACK ON SHIMLAR



- (B5) MATRIX CLADDING WITH HORIZONTAL LANTERN SCREENS - WHITE, HIGHLY TEXTURED COLOUR MATCH TO SHIMLAR
- (B6) SELECTED BRICK FINISH - AUSTRALIAN GRAYSTONE OR SHIMLAR
- (B7) TRIMER CLADDING WITH SELECTED STAIN
- (B8) ASPHALT DRIVEWAY
- (B9) COLOURED METAL LOUVER



- (B10) GLAZED WINDOW - FRESH - CLEAR
- (B11) TINTED GLASS WINDOW
- (B12) ALUMINIUM WINDOW - FROST - BLACK
- (B13) CANOPY SOFFIT - COLOURED FRESH

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REV	DESCRIPTION	REV	CHK	DATE
01	ISSUE FOR REVIEW	01	IS	20/03/18
02	AS PER 1P	02	IS	21/03/18
03	IN RESPONSE TO THE DATED 21/03/18	03	IS	26/03/18
04	MODIFIED TO COMPLY WITH ACOUSTIC REPORT	04	IS	19/04/18

PROJECT
PROPOSED DEVELOPMENT
13-17 CECIL STREET
BENTLEIGH EAST

TITLE
CHILD CARE CENTRE
STAGE - 1 & 2
ELEVATIONS

DRWY S.S 1:100@A1
SCALE
DATE 08.15
JOB NO. 731
DWG NO. TP06
REVISION C

ITEM 9.2 EAST VILLAGE (BENTLEIGH EAST) PARTNERSHIP WITH VPA

Author: Aidan Mullen, Manager City Futures

File No: 16/24285

Attachments: East Village - Victorian Planning Authority Proposed Partnership

PURPOSE AND SUMMARY

The purpose of this report is to seek Council's endorsement to begin a partnership with the Victoria Planning Authority (VPA) to assist Council to undertake the structure planning and preliminary planning for the 'East Village' site in East Bentleigh.

RECOMMENDATION

That Council:

1. notes the proposed partnership with the Victorian Planning Authority as outlined in the attached letter
2. endorses the partnership of the Victoria Planning Authority to assist Council Officers in assessing and preparing a Structure Plan for the 'East Village' site in East Bentleigh
3. endorses the commencement of Council led community engagement to inform the future direction of the East Village site
4. notes that Council will remain the Responsible Authority and that Officers will provide further reports to Council at key decision points of the Structure Plan process

BACKGROUND

East Village is a large area of industrial land on the south eastern corner of North Road and East Boundary Road. It consists of the former Bosch Brakes Factory, the Virginia Park Business Centre and a number of smaller parcels of land which together add up to approximately 24 hectares in area.

With the cessation of car manufacturing in Australia and substantial slow-down of manufacturing in Australia, the land owners within the industrial precinct are currently investigating future land use options for the sites.

A section of the East Village area, known as Virginia Park Estate has been subject to previous amendment processes which have seen the site rezoned from industrial use to a combination of Commercial 1 and 2 zoned land. The most recent rezoning attempt was undertaken in July 2015, where Council resolved at that time to abandon the proposed amendment and outlined the following two positions:

1. *affirms the strategic intent of Planning Scheme Amendment C75 in 2011. Amendment C75 enabled a transition from an Industrial Estate to a Business Centre with Office as the primary use, and Retail and Residential as ancillary uses.*
2. *acknowledges the Plan Melbourne 'Initiatives':*
 - *"Reduce the cost of living by increasing housing supply near services and public transport*
 - *Deliver housing close to jobs and transport*

- *Accommodate the majority of new dwellings in established areas within walking distance of the public transport network."*

Following this decision, the land ownership has changed and the much larger site has been secured, now known as 'East Village'. Over 2016, the new owners undertook their own (non-Council) community engagement program to help form a vision for a masterplan for the precinct. Their website is www.eastvillagemasterplan.com.au

Council Officers have since been approached by the new landowners to begin exploration of a Structure Plan and a potential planning amendment for the site. Officers consider that given the larger and more integrated site is now being considered, there is a unique opportunity to help shape the future prosperity of Glen Eira's community by providing greater employment opportunities in our region. In particular, explore the establishment of a new activity centre that is tailored and focused on the needs of our region such as new jobs, education facilities, health services and accommodation.

At the Ordinary Council Meeting on 20 December 2016, Council resolved to undertake an extensive community engagement program across Glen Eira's network of activity centres to inform the development of a revised Activity Centre Strategy and future Structure Plans at Bentleigh, Carnegie and Elsternwick. The report stated that *'it is planned that the revision of the Activity Centre Strategy will assist in providing Council with direction on the East Village proposal and its potential future role.'*

ISSUES AND DISCUSSION

Council's City Futures Department is undertaking a significant strategic planning program over the next 12 months, which include the implementation of the Planning Scheme Work Plan (adopted by Council in August 2016) and in particular undertaking activity centre planning across Glen Eira, including developing Structure Plans at Bentleigh, Carnegie and Elsternwick (adopted by Council in December 2016).

As such, the exploration of the future of East Village is timely, as there is an opportunity to consider the future network of activity centers in this strategic context. Coordinating the East Village Structure Plan with Glen Eira's wider Activity Centre program allows for Council to lead an integrated community engagement program and to understand our region's future economic, educational, community services and housing needs and opportunities in a holistic manner.

However, the East Village Structure Plan is a significant planning project, which requires the appropriate level of resources to successfully deliver a high quality outcome for our community. As such, it is proposed that Council enter a partnership with the VPA to assist in undertaking this significant strategic work.

As outlined in the letter, VPA has proposed to undertake the following tasks, in close collaboration with Council:

- Project management, including convening meetings
- Coordination of State agencies and utility service providers
- Preparation of structure plan and appropriate amendment material
- Assistance and support as required

VPA are well experienced in managing similar sites and in developing planning material that:

- ensures that appropriate developer contributions are established to fund required future infrastructure

- controls are written to successfully manage future development over a 10-15 year period
- controls are tailored to encourage the realisation of the emerging 'smart economy' opportunities

It is important that the proposed process is embedded in open and transparent community engagement. As such, Council will be leading the engagement of this process which will be linked with the current engagement occurring across the network of activity centres. It should be noted that Council will remain the Responsible Authority throughout this process.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

The proposed partnership with VPA represents a significant resource and financial assistance to enable Council to successfully respond to the request for amendment.

POLICY AND LEGISLATIVE IMPLICATIONS

Glen Eira Council's Municipal Strategic Statement states to:
'Encourage the growth and development of Virginia Park business centre as a local employment node, to incorporate a mix of uses including office, manufacturing, warehousing and associated activities such as limited convenience retail to service the worker population.'

COMMUNICATION AND ENGAGEMENT

The recent 'City Strategy and Place Making' item that was adopted by Council at the 20 December Ordinary Council Meeting outlined a comprehensive community engagement program that coordinates engagement and strategic planning across Council's network of activity centres.

The proposed East Village Structure Plan process will be incorporated within this wider engagement program.

LINK TO COUNCIL PLAN

Theme 3: Town planning and development

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.

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 East Village site is particularly unique in the Glen Eira region in both its size and its opportunity to provide for the future of local employment for our community. This proposed Structure Plan and planning scheme amendment process represents a unique opportunity to help shape the future prosperity of Glen Eira's community.

Moved: Cr Hyams**Seconded: Cr Taylor**

That Council:

1. notes the proposed partnership with the Victorian Planning Authority as outlined in the attached letter;
2. endorses the partnership of the Victorian Planning Authority to assist Council officers in assessing and preparing a Structure Plan for the East Village site in East Bentleigh;
3. endorses the commencement of Council led community engagement to inform the future direction of the East Village site, including meaningful community engagement as part of, not just following, the development of the draft structure plan; and
4. notes that Council will remain the Responsible Authority and that Officers will provide full reports to Council at key decision points of the Structure Plan process.

Procedural Motion**Moved: Cr Delahunty****Seconded: Cr Magee**

That Cr Magee be granted a 3 minute extension of speaking time.

CARRIED UNANIMOUSLYThe Motion moved by Cr Hyams and seconded by Cr Taylor was **CARRIED UNANIMOUSLY**

18 January 2017

Doc Ref: COR/17/383

Rebecca McKenzie
Chief Executive Officer
City of Glen Eira
PO Box 42
Caulfield South Vic 3162

Dear Rebecca,

Re: Proposed 'East Village' Project in East Bentleigh

I refer to our meeting in December and your recent email about a potential partnership between the City of Glen Eira and VPA to work on the rezoning of East Village in Bentleigh East. I was also briefed last week by Aidan Mullen, Manager City Futures, about the background to this project. This letter sets out the form of the proposed partnership.

I realise that you want to brief Councillors in early February about the form of any Council/VPA partnership. Likewise, Peter Seamer (CEO of the Victorian Planning Authority) will brief the Minister for Planning and confirm the addition of this project to our work program. As this project is not included in our current work program we will also need to confirm our program and budget prior to commencement.

The purpose of the partnership is for the VPA to assist the City of Glen Eira with preparation of a structure plan and planning scheme amendment for East Village, including assessment of infrastructure requirements (State and local), preparation of a development (or infrastructure) contributions plan and coordination with State agencies.

The role to be taken by the VPA involves:

- Convening working group meetings involving key staff from City of Glen Eira, land owners and their representatives.
- Project management, including commissioning of background technical reports needed to support the planning scheme amendment (e.g. transport, community infrastructure, drainage and utilities, infrastructure costings, etc.) in close cooperation with the Council and land owners.
- Coordination of State agencies and utility service providers.
- Preparation of structure plan (comprehensive development plan), zone provisions, development contributions plan, and planning scheme amendment documents, in close cooperation with Council.
- Assistance and support with community consultation, exhibition of amendment, negotiation of outcomes, support at Planning Panel, updating and finalisation of plans and documents.

The VPA will prepare documents for the City of Glen Eira to consider prior to community consultation and for subsequent exhibition of a planning scheme amendment. It is understood that the Council is likely to prefer to act as Planning Authority for the planning scheme amendment.

Council is embarking on a comprehensive program of strategic planning and the work on East Village will need to be considered within the context of the Council's strategic planning tasks.

The VPA considers that the work on East Village with Council would involve the following stages and approximate timelines (subject to further input and discussion with you):

1. Briefing to Councillors on nature of Council/VPA partnership - February
2. Confirmation of roles and responsibilities, project timelines - February
3. Initial visioning workshop with VPA/Council/Developer - February
4. Establishment of VPA/Council/Developer working group – February
5. Preparation of joint communications plan (VPA/Glen Eira) - February
6. Scoping and commissioning of relevant background studies - February to May
7. Working group meetings to develop draft structure plan - March to May
8. Coordination with State agencies and service providers - March to May
9. Community consultation on draft structure plan - May/June
10. Updating of draft structure plan and planning scheme amendment documents - June
11. Report to Council on community feedback and draft structure plan - July
12. Agency consultation prior to exhibition - July
13. Exhibition of planning scheme amendment - August/September
14. Consideration of submissions and changes to structure plan and planning scheme documents - tbc
15. Planning Panel – tbc
16. Finalisation and approval stages - tbc

VPA will provide its own staff and resources, but would expect that the cost of background technical reports would mainly be funded by the developer/land owners. If Council has particular additional studies it requires these may need to be funded by Council. Details of scope and funding of technical studies will be the subject of further discussions with Council once the project has commenced.

I look forward to your response to these suggestions and working with the City of Glen Eira over coming months. Please let me know if you would like to meet to discuss the content of this letter.

Yours sincerely,



Steve Dunn
Lead Director Urban Renewal

**ITEM 9.3 ORMOND STATION – PLANNING SCHEME AMENDMENT –
URBAN DESIGN RECOMMENDATION**

Author: *Russell Smith – Coordinator Strategic Planning (Acting)*

File No:

Attachments: *N/A*

PURPOSE AND SUMMARY

In response to the State Government's proposal for Ormond Station Amendment, a detailed urban design analysis has been undertaken by an independent urban design expert. The purpose of this report is to provide Council with a summary of the findings in order for Council to adopt a definitive position on preferred building height. Council's formal position will be presented to the Victorian Transport Projects Advisory Committee (formerly known as the Level Crossing Standing Advisory Committee).

RECOMMENDATION

That Council:

1. reaffirms its position on 'Height and Scale' outlined in the Council submission for the Ormond Station Amendment (adopted 29 November 2016), in particular the objectives:
 - a) *'Building envelope to be altered to propose a height and built form that reflects neighbourhood centre development scale and that respects the residential and heritage precinct interfaces.'*
 - b) *In order to provide a clear position for our community, mandatory maximum heights should be set, and not discretionary ones.*
2. further strengthens its position on 'Height and Scale' to include:
 - a) Mandatory maximum building height of eight storeys above natural ground level at the southern-most end, transitioning down to three storeys at the northern portion of the site.
 - b) Mandatory minimum building setback of 8 metres from the southern property boundary (North Road)
 - c) Mandatory minimum building setback of 5 metres from the western property boundary (Newham Grove)
 - d) The building form creates appropriate pedestrian connectivity across the site creating new links between Katandra Road and Newham Grove
 - e) The building form reduces upper level visual bulk by providing appropriate spacing and separation along the length of the site.
3. ensures that the above position on 'Height and Scale' recognises the unique strategic nature, position and zoning of the site, and that this position does not set a precedent for the surrounding commercial centres.
4. updates its submission to the Victorian Projects Advisory Committee to reflect this strengthened position and submit it to the committee by noon 8 February 2017.

BACKGROUND

On 29th November 2016, Council adopted its written submission to the proposed Planning Scheme Amendment at Ormond Station. The submission stipulated an objective but did not stipulate an exact building height:

In order to provide a clear position for our community, mandatory maximum heights should be set, and not discretionary ones. Council foreshadows that it will prepare further urban design analysis to justify a final maximum building height at the Standing Advisory Committee hearing in February 2017.

In order to form the strongest position possible, City Futures have sought an evidence-based approach to inform Council's position for a preferred maximum building height.

On 20th December 2016, Council noted a report which detailed our approach to putting Council's best case forward at the Advisory Committee which included the appointment of a legal representative and appointing experts in traffic, urban design and economics.

Hansen Partnership were appointed to provide independent urban design advice, including a definitive position on building heights for the site.

ISSUES AND DISCUSSION

The expert urban design advice is based on a *first principles* approach. The principles that were tested are listed below:

- Status of centre
- Precedents
- Typology
- Street wall ratio
- Solar access
- Key view lines
- Transition
- Connectivity

Based on the above principles, Hansen have prepared a detailed Urban Design Expert Evidence Statement. The Statement will be submitted to the Advisory Committee by 8 February 2017. The critical requirements for future development are summarised below:

The development should:

1. Not exceed eight storeys above natural ground level at the southern end of the site;
2. Transition down to a maximum of three storeys at the northern end of the site;
3. Be set back from North Road;
4. Be set back from Newham Grove to minimise impacts on the Heritage precinct to the west, and;
5. Include sufficient breaks in the building form along the length of the site.

The view of the urban design expert is fully independent of Council's position on building heights. This information has been provided to assist Council in forming a decision derived from an evidence-based approach.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

N/A

COMMUNICATION AND ENGAGEMENT

The exhibition of this amendment was undertaken through Planning Panels Victoria and not by Council. The closing date for submissions was ten days after the Council submission was adopted in November 2016.

LINK TO COUNCIL PLAN

Town Planning and Development: 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.

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

An independent urban design expert has provided Council with an evidence-based approach to determining a preferred maximum building height for the Ormond Station Amendment. By adopting a view based on an independent assessment, Council's position is strengthened and is more robust in order to withstand the rigours of the Advisory Committee processes.

It is hoped that by providing a strong position at the Advisory Committee hearing, Council can achieve the best possible outcome for the Glen Eira community.

Moved: Cr Davey

Seconded: Cr Athanasopoulos

That Council:

1. reaffirms its position on 'Height and Scale' outlined in the Council submission for the Ormond Station Amendment (adopted 29 November 2016), in particular the objectives:
 - a) *'Building envelope to be altered to propose a height and built form that reflects neighbourhood centre development scale and that respects the residential and heritage precinct interfaces.'*
 - b) *In order to provide a clear position for our community, mandatory maximum heights should be set, and not discretionary ones.*
2. further strengthens its position on 'Height and Scale' to include:
 - a) Mandatory maximum building height of eight storeys above natural ground level at the southern-most end, transitioning down to three storeys at the northern portion of the site.
 - b) Mandatory minimum building setback of 8 metres from the southern property boundary (North Road)
 - c) Mandatory minimum building setback of 5 metres from the western property boundary (Newham Grove)
 - d) The building form creates appropriate pedestrian connectivity across the site creating new links between Katandra Road and Newham Grove

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- e) The building form reduces upper level visual bulk by providing appropriate spacing and separation along the length of the site.
 - 3. ensures that the above position on 'Height and Scale' recognises the unique strategic nature, position and zoning of the site, and that this position does not set a precedent for the surrounding commercial centres.
 - 4. updates its submission to the Victorian Projects Advisory Committee to reflect this strengthened position and submit it to the committee by noon 8 February 2017.
 - 5. makes all expert evidence commissioned by Council publicly available on its website.

Procedural Motion**Moved: Cr Delahunty****Seconded: Cr Silver**

That Cr Esakoff be granted a 3 minute extension of speaking time.

CARRIED UNANIMOUSLY**Procedural Motion****Moved: Cr Delahunty****Seconded: Cr Silver**

That Cr Sztrajt be granted a 3 minute extension of speaking time.

CARRIED UNANIMOUSLY**Procedural Motion****Moved: Cr Delahunty****Seconded: Cr Davey**

That Cr Magee be granted a 3 minute extension of speaking time.

CARRIED UNANIMOUSLY**Procedural Motion****Moved: Cr Delahunty****Seconded: Cr Athanasopoulos**

That Cr Hyams be granted a 2 minute extension of speaking time.

CARRIED UNANIMOUSLY

The Motion moved by Cr Davey and seconded by Cr Athanasopoulos was **CARRIED**

ITEM 9.4 CAULFIELD VILLAGE SOCIAL HOUSING REQUIREMENTS

Author: Rocky Camera, Manager Town Planning

File No: N/A

Attachments: N/A

PURPOSE AND SUMMARY

This report responds to a Council resolution requesting a report from officers.



At the Ordinary Council Meeting held on the 20 December 2016, Council resolved:

“That officers prepare a report on the planning provision options available to Council to strengthen the requirement to provide social housing in future stages of the Caulfield Village development with reference to past examples of municipal requirements of social housing in large developments.”

RECOMMENDATION

That Council :

1. notes this report.
2. notes that the planning controls and process available which can give greater strength to the requirement for social housing to be provided within the future stages of the Caulfield Village development.

BACKGROUND

Caulfield Village

Caulfield Village is a large-scale development located to the north of the Caulfield Racecourse on freehold land. Upon completion Caulfield Village will contain approximately 2,000 dwellings (ranging from apartments to short-stay accommodation) and 12,900m² of retail floor space (including a supermarket). It will provide an upgraded Station Street, a new more direct road to the railway underpass, and improvements to road intersections around the development.

Caulfield Village is broken up into three precincts; the Residential precinct to the west, a central Mixed Use precinct and the Smith Street precinct to the east.

Amendment C60 set the town planning controls for the development of Caulfield Village. This amendment process commenced in September 2009 and concluded in July 2011. It involved extensive community consultation, including two planning conferences, and a six-day hearing before an independent panel.

The first stage of the Caulfield Village development is already completed. This component comprises 463 dwellings.

On the 24 November 2016, VCAT approved the second stage of the Caulfield Village development. This approval allowed for 397 dwellings, 758 sqm of shops and 686 sqm of restaurant space (including outdoor seating).

Caulfield Mixed Use Area Incorporated Plan

The key controlling document for the future development of Caulfield Village is the '*Caulfield Mixed Use Area Incorporated Plan*' ("Incorporated Plan"). The Incorporated Plan forms the basis for future development of Caulfield Village. It sets out approved building footprints, setbacks and heights. This document helps to provide some certainty to the community over proposed heights and setbacks for each of the buildings that make up the overall development.

Under this already approved process submitters ("objectors") to a development plan have no rights of appeal to VCAT if key elements such as heights and setbacks are met. If the developer wishes to go outside the prescribed heights and setbacks set out in the Incorporated Plan a different process is involved, namely they would need to lodge a Planning Application which would then be subject to the appeal process at VCAT. This process provides a significant incentive to the developer to comply with the heights and setbacks set out in the Incorporated Plan.

The Incorporated Plan also set out a number of broad objectives. One of the objectives of the Incorporated Plan is:

- *To provide affordable housing in the form of a social housing program.*

What is Social Housing & Affordable Housing

There are no set definitions in the planning scheme for "Social Housing" and "Affordable Housing".

As part of the VCAT process Council engaged a social housing expert. Council's expert provided the following definitions for Social Housing and Affordable Housing at the VCAT hearing:

Social Housing:

*"Social housing is made up of two types of housing, **public housing** and **community housing**. It is for people on low incomes who need housing, especially those who have recently experienced homelessness, family violence or have other special needs."*

Affordable Housing:

"Affordable housing is housing for which payments are such that the household is able to meet other basic and long-term living costs."

"An accepted indicator of affordable housing for low and moderate income households is housing costs that are less than 30% of income for households in the bottom 40% of household incomes".

Social/ Affordable Housing under Amendment C60

The provision of affordable housing was considered under the Amendment C60 process. The independent panel which considered Amendment C60 acknowledged the importance of providing for affordable housing as part of the Caulfield Village development:

"The Panel acknowledges the importance of the provision of affordable housing in the Caulfield Village Precinct as raised by DSE and supported by both Council and the MRC."

The Panel ultimately recommended that an objective should be included in the Incorporated Plan which seeks 'to provide for affordable housing in the form of a social housing program'. This objective was also included as a decision guideline within the Priority Development Zone Schedule 2 (this zone applies solely to the Caulfield Village land).

Recent VCAT Decision

At the VCAT hearing, Council's social housing expert recommended the following social housing measures be implemented:

- That a minimum 5% of the total dwellings in the Mixed Use Precinct and Residential Precinct (total of 860 dwellings) of Caulfield Village should be dedicated to social housing. This would have resulted in a requirement of 43 dwellings being set aside for social housing.
- The dwellings should be offered by a registered Housing Provider or Housing Association in partnership with the developer as defined under the "Victorian Housing Register".
- Future tenants are to be chosen by the registered Housing Provider or Housing Association in cooperation with the developer. (The offering of the dwellings for purchase and associated costs is a commercial transaction between the developer and Housing Association).
- The management of the dwellings and tenants should be via the selected Housing Association.

The developer offered the following measures to address the social housing component:

- The implementation of the 'Caulfield Apartment Start Up Programme' (CASP).
- A total of 20 dwellings at the selection of the developer will be made available under the CASP;
- The dwellings will not be restricted to any particular Precinct of the Caulfield Village;
- No less than 10 dwellings shall be offered across Stages 4, 5 and 6 (*a total of 397 dwellings were proposed under these stages*);
- A 12-month program for the application and administration of the CASP by a housing association and/or housing provider;
- That the dwellings offered in a particular Stage or Precinct must be made available for a period of 12 months from the commencement of the administration program for the dwellings in that Stage or Precinct;
- That at the end of the 12-month administration program as reasonably demonstrated by the Developer, any dwellings made available in a Stage or Precinct which are not taken up through the CASP will be made available for sale under normal market terms and conditions.

VCAT held that due to the significant cost involved to the developer, the need for a social housing organisation to oversee that social housing component and the lack of policy support for Social Housing, the position of Council was overreaching and unreasonable.

- On that basis, the VCAT directed that no social housing component was required.

"The applicant here offered its own compromise arrangement, in terms of assisting lower income (means tested) potential purchasers with their deposit. However this offer was contingent on Council supporting this intended arrangement. I requested Mr Vorchheimer to seek further instructions in this regard. In due course he advised that Council did not agree to support any arrangement of this type unless it was more focused on providing more overtly subsidised on-going housing for very disadvantaged persons.

Accordingly the applicant withdrew its suggested compromise and it became an 'all or nothing' situation. My finding was then that it would be unreasonable and excessive for the Tribunal to impose the type of requirement preferred by Council on the applicant. Some key factors here are the possible very significant cost involved to the developer, the apparent need for a dedicated social housing organisation to operate the facility (which may or may not be feasible) and the lack of any overt policy support for this type of requirement.

As I said at the relevant point in the hearing, this seems an unfortunate 'lost opportunity'. However Mr Townshend at this point put on the record that as part of moving forward, the applicant is still interested in further discussions with Council on this issue".

State Government Social Housing Requirements

There are currently no town planning requirements set out by the State Government with respect to social housing or affordable housing. However work is currently being undertaken in both the Plan Melbourne Metropolitan Planning Strategy and Victoria's 30-Year Infrastructure Strategy to address this matter.

The *Plan Melbourne Metropolitan Planning Strategy* seeks to facilitate growth in the social housing sector. Both the Department of Environment, Land, Water and Planning (DELWP) and the Victorian Planning Authority (VPA) are currently exploring opportunities to improve social housing availability through a mix of regulatory and incentive-based planning provisions linked to current and future metropolitan housing needs.

Victoria's 30-Year Infrastructure Strategy released in December 2016 identifies the need to provide better access to housing for the most vulnerable Victorians. The Strategy details the following 4 recommendations to achieve this:

- Support low-income households to access and remain in the private rental market;
- Better use and allocate the existing stock of public housing;
- Reform planning provisions to support the development of well-located, affordable Housing; and
- Increase the supply of affordable housing for vulnerable households.

Requirements for Social Housing and Affordable Housing in other Council's

There are examples of social/ affordable housing requirements implemented by other Council's for large developments.

The Moonee Valley Racecourse redevelopment is predicted to accommodate over 2,000 dwellings. As part of this redevelopment, there is a requirement set under the zone for the land in the Moonee Valley Racecourse which requires the following:

- *By completion of the development of all the land in Precinct 9 provision of affordable housing representing five per cent of the total number of dwellings to be developed, to the satisfaction of the responsible authority.*

The Amcor redevelopment in Alphington (former paper mill site) is predicted to accommodate approximately 2,500 dwellings along with 19,300m² of retail floor space (including a supermarket). As part of this redevelopment, there is a requirement set under the Development Plan Overlay for the land in the Yarra Planning Scheme which requires the following:

- *Provide 5% of the total number of dwellings for the purpose of affordable housing developed in association with an accredited housing association;*

Both examples above hold greater weight as they are requirements of zone and overlay as opposed to an 'objective' statement in a policy. VCAT is required to apply these requirements before making a decision. Similar to Council's Local planning policies, VCAT was only required to consider the objectives in the Incorporated Plan instead of having to apply them.

It is noted that the VCAT Member in the recent hearing for Caulfield Village stated the following with respect to the Alphington paper mill site:

"While the provision of social housing in new developments in Melbourne no doubt will involve some major financial constraints and very challenging negotiations, the reality is that we are beginning to see tangible outcomes here e.g. in the approval of the redevelopment of the Alphington paper mill site"

ISSUES AND DISCUSSION

Social housing was always a consideration for the Caulfield Village development, as evident by the Amendment C60 process.

The affordable housing requirements set out by Moonee Valley Council and Yarra Council provide good examples of appropriate controls available in requiring social housing to be provided.

In order to strengthen the requirement to provide social housing in future stages of the Caulfield Village development, Council could explore implementing a new control through the existing zone applying to the Caulfield Village land or through the introduction of a new overlay.

In order to undertake this change, Council would need to lodge a formal planning scheme amendment request with the Minister for Planning.

Given the Moonee Valley example with a similar development outcome, it is recommended that Council update the current Priority Development Zone Schedule 2 to provide a specific social housing requirement.

A social requirement that could be added within the zone includes the following:

- *By completion of the development of all the land in the Smith Street precinct provision of social housing representing five per cent of the total number of dwellings to be developed, to the satisfaction of the responsible authority. The dwellings must be offered by a registered Housing Provider or Housing Association in partnership with the developer as defined under the "Victorian Housing Register". Future tenants are to be chosen by the registered Housing Provider or Housing Association in cooperation with the developer. The management of the dwellings and tenants must be via the selected Housing Association.*

Given that the community and land owner were all made aware of the social housing requirement within Caulfield Village under the Amendment C60 process, it is considered that Council could make this request through a fast track planning scheme amendment process (which negates the need for public consultation and a panel process).

Ultimately it would be up to the Minister for Planning whether public consultation on this change should be undertaken.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

Any proposed amendment will be prepared and managed internally.

POLICY AND LEGISLATIVE IMPLICATIONS

N/A

COMMUNICATION AND ENGAGEMENT

N/A

LINK TO COUNCIL PLAN

Town Planning and Development: 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.

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

As identified under the Victoria's 30-Year Infrastructure Strategy, there is a strong need to provide for better access to social and affordable housing.

Given that social housing was always a consideration for Caulfield Village a formal request for a fast track planning scheme amendment could be made to the Minister for Planning.

1. Council officers meeting with the Department of Environment, Land, Water and Planning to provide a brief on the proposed amendment.
2. Council officers preparing the required statutory documentation in support of the amendment.
3. Lodging the amendment request to the Minister for Planning for approval.

Seconded: Cr Magee

1. notes this report;
2. notes that the planning controls and processes available which can give greater strength to the requirement for social housing to be provided within the future stages of the Caulfield Village development; and
3. requests officers to undertake a review of the current town planning controls applying to the Caulfield Village Development given that planning scheme controls have evolved since the approval of Amendment C60. The review is to identify any potential gaps in the controls including the loss of on-street car parking around the Caulfield Village development site. Should any gaps be identified officers are to commence a planning scheme amendment process to address these gaps.

DIVISION: FOR: Crs Athanasopoulos, Davey, Esakoff, Hyams, Magee,
Sztrajt, Taylor and Delahunty (8)
AGAINST: Cr Silver (1)

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ITEM 9.5 VCAT WATCH

Author: Rocky Camera - Manager Town Planning

File No: N/A

Attachments: Table of new appeals lodged

PURPOSE AND SUMMARY

To report to Council recent VCAT decisions.

RECOMMENDATION

That Council notes:

1. The reported planning decisions of the Victorian Civil and Administrative Tribunal (VCAT).
2. VCAT and officer comments.

BACKGROUND

The VCAT process allows appellants to amend their proposal between the time that Council makes a decision and the time VCAT considers the matter. Section 84B of the Planning and Environment Act requires VCAT to "take into account" any relevant Planning Policy, not necessarily apply it.

ISSUES AND DISCUSSION

ADDRESS	STATION STREET, CAULFIELD EAST (CAULFIELD VILLAGE)
PROPOSAL	APPROVAL OF DEVELOPMENT PLAN NO. 18602/2015
COUNCIL DECISION	REFUSAL
PROPOSAL CONSIDERED BY VCAT	THE PROPOSAL WAS NOT AMENDED PRIOR TO THE HEARING
VCAT DECISION	THE DEVELOPMENT PLAN IS APPROVED
APPELLANT	BPG Caulfield Village Pty Ltd



- A merits hearing to decide on the second Development Plan for Caulfield Village was held at VCAT on 18 October 2016. This hearing was chaired by a senior legal member (Mr Phillip Martin).
- There were three key issues which were contested at the hearing:
 - Provision for social housing as part of the development.
 - Signalisation of the intersection of Kambrook Road and Station Street
 - Replacement of lost on street car parking
- VCAT set aside the decision of Council to refuse the Development Plan and directed approval subject to conditions. The decision made the following orders on the abovementioned matters.

Social Housing

The Caulfield Mixed Use Area Incorporated Plan which applies to Caulfield Village requires, amongst other things:

- *To provide affordable housing in the form of a social housing program.*

As part of the VCAT process Council sought a minimum 5% of total dwellings approved under both the first development plan and second development (total of 860 dwellings) be set aside for Social Housing. This would have resulted in a requirement of 43 dwellings being set aside for Social Housing.

The Tribunal held that due to the significant cost involved to the developer, the need for a social housing organisation to oversee that social housing component and the lack of policy support for Social Housing, the position of Council was onerous.

On that basis, the Tribunal directed that no Social Housing component was required.

"The applicant here offered its own compromise arrangement, in terms of assisting lower income (means tested) potential purchasers with their deposit. However this offer was contingent on Council supporting this intended arrangement. I requested Mr Vorchheimer to seek further instructions in this regard. In due course he advised that Council did not agree to support any arrangement of this type unless it was more focused on providing more overtly subsidised on-going housing for very disadvantaged persons.

Accordingly the applicant withdrew its suggested compromise and it became an 'all or nothing' situation. My finding was then that it would be unreasonable and excessive for the Tribunal to impose the type of requirement preferred by Council on the applicant. Some key factors here are the possible very significant costs involved to the developer, the apparent need for a dedicated social housing organisation to operate the facility (which may or may not be feasible) and the lack of any overt policy support for this type of requirement.

As I said at the relevant point in the hearing, this seems an unfortunate 'lost opportunity'. However Mr Townshend at this point put on the record that as part of moving forward, the applicant is still interested in further discussions with Council on this issue".

Similar to Council's Local Planning policies, VCAT is only required to have regard to the objectives in the Caulfield Mixed Use Area Incorporated Plan instead of having to apply them.

Loss of on street car parking

The Caulfield Village development results in a net loss of 65 existing on-street car parking. These car parking spaces are predominately located along Station Street. Most are paid ticket parking spaces.

Council's legal representative maintained that full net loss of car parking must be replaced.

The Tribunal held that the provision of 20 on-street car spaces, in conjunction with the growing use of public transport and bicycle use, the existing on-street car parking is ad-hoc, lack of specific planning scheme requirement and desire to lessen the reliance on vehicle use made the car parking provision acceptable.

The Tribunal held that Council's on-site car parking requirements were unnecessary and over-reaching.

"Finally, it is a very positive feature of the project that it is fully compliant in terms of the anticipated car parking needs of the future occupants of the subject land. It is also to the credit of the applicant that the compromise generated by the three experts will create about 20 on-street parking spaces that might not have otherwise

been provided ie the applicant has taken a constructive rather than an aggressive approach to this dispute”.

Signalised Intersection

By the end of the hearing, a compromise had been reached between Council and the applicant. A condition of the Development Plan required a signalised intersection at the intersection of Kambrook Street and Station Street in place of keeping the roundabout.

ADDRESS	3 BOND STREET, CAULFIELD NORTH
PROPOSAL	CONSTRUCTION OF A THREE STOREY BUILDING COMPRISING EIGHT DWELLINGS
COUNCIL DECISION	REFUSAL (MANAGER)
PROPOSAL CONSIDERED BY VCAT	<p>THE PROPOSAL WAS AMENDED BY THE APPLICANT PRIOR TO THE VCAT HEARING BY THE SUBSTITUTION OF DIFFERENT PLANS TO THAT ORIGINALLY CONSIDERED BY COUNCIL.</p> <p>THE KEY CHANGES TO THE PROPOSAL WERE AS FOLLOWS:</p> <ul style="list-style-type: none"> • REARRANGEMENT OF CAR PARKING AND ACCESS RAMP. • INCREASING THE GROUND FLOOR REAR BOUNDARY SETBACK • DWELLING 1 AND DWELLING 8 (FRONT AND REAR DWELLINGS) REDUCED FROM THREE STOREY TO TWO STOREY. <p>THE CHANGES WERE CONSIDERED AN IMPROVEMENT HOWEVER DID NOT ADDRESS THE OFFICER'S ORIGINAL CONCERNS WITH THE PROPOSAL</p>
VCAT DECISION	AFFIRM COUNCIL'S REFUSAL
APPELLANT	XIAO TANG



“Unfortunately the proposal presented to the Tribunal bears all the hallmarks of a work in progress rather than a finished and fully considered design.” VCAT Member – H.McM Wright QC

- The subject site is located within the Residential Growth Zone and the Phoenix Precinct. The site is directly to the north of the recently completed Stage 1 of the Caulfield Village development.
- The application was refused on grounds relating to its poor design outcome, poor presentation to the street and inappropriate transition to the adjoining heritage property to the north.
- The Tribunal held that there is strong policy support for intensive residential development on the site. However, the Tribunal held that the proposal did not achieve a high standard of architecture and was a poor design outcome. The Tribunal also noted that the plans contained a number of discrepancies and errors that suggested the proposal was a work in progress rather than a finished and fully considered proposal.
- On that basis, the Tribunal affirmed Council's refusal.

ADDRESS	92 PATTERSON ROAD, BENTLEIGH
PROPOSAL	CONSTRUCTION OF A THREE STOREY BUILDING COMPRISING A FOOD AND DRINK PREMISE, A MEDICAL CENTRE AND FIVE DWELLINGS
COUNCIL DECISION	REFUSAL (MANAGER)
PROPOSAL CONSIDERED BY VCAT	<p>THE PROPOSAL WAS AMENDED BY THE APPLICANT PRIOR TO THE VCAT HEARING BY THE SUBSTITUTION OF DIFFERENT PLANS TO THAT ORIGINALLY CONSIDERED BY COUNCIL.</p> <p>THE KEY CHANGES TO THE PROPOSAL WERE AS FOLLOWS:</p> <ul style="list-style-type: none"> • THE NUMBER OF DWELLINGS REDUCED FROM 6 TO 5. • THE NUMBER OF PRACTITIONERS ASSOCIATED WITH THE MEDICAL CENTRE REDUCED FROM 2 TO 1. • THE UPPER LEVEL SETBACK FROM PATTERSON ROAD INCREASED. <p>THE CHANGES WERE CONSIDERED AN IMPROVEMENT HOWEVER DID NOT ADDRESS THE OFFICER'S ORIGINAL CONCERNS WITH THE PROPOSAL</p>
VCAT DECISION	AFFIRM COUNCIL'S REFUSAL
APPELLANT	FIELD DESIGN STUDIO PTY LTD



“However, I have not been persuaded that the layout of the development is acceptable and achieves the quality of design expected by the planning scheme. I am most concerned about the location of habitable room windows adjacent to communal spaces, balconies and habitable room windows that abut the boundary with the adjacent property to the east, and reliance on off-site parking for one staff space for the commercial uses. When considered in combination, I find the proposal is not acceptable.” VCAT Senior Member – Margaret Baird

- The subject site is located within the Commercial 1 Zone and the Patterson Road Local Centre.
- The application was refused on grounds relating to inadequate car parking provision, poor internal amenity, the poor streetscape interface with Patterson Road and the inclusion of two small commercial premises rather than one large one.
- The Tribunal held that the inclusion of two small premises was acceptable as the Local Centre is a low order centre where smaller commercial premises are appropriate. Further, the Tribunal was satisfied with the presentation of the building to Patterson Road.
- However, the Tribunal held that the layout of the development was not acceptable and did not achieve a high standard of urban design. The Tribunal held that Council’s concerns with internal amenity were legitimate in that the habitable room windows facing a communal corridor were a poor design outcome.
- Further, the Tribunal agreed with Council that staff parking for the commercial tenancies should be provided on site.
- On this basis the Tribunal affirmed Council’s Refusal.

ADDRESS	29 KATANDRA ROAD, ORMOND
PROPOSAL	ADDITIONS TO THE EXISTING BUILDING TO ADD A THIRD LEVEL (TOTAL THREE STOREY BUILDING) , COMPRISING NINE DWELLINGS (BRINGING THE TOTAL NUMBER OF DWELLINGS TO 19)
COUNCIL DECISION	REFUSAL (MANAGER)
PROPOSAL CONSIDERED BY VCAT	THE PROPOSAL WAS AMENDED BY THE APPLICANT PRIOR TO THE VCAT HEARING BY THE SUBSTITUTION OF DIFFERENT PLANS TO THAT ORIGINALLY CONSIDERED BY COUNCIL. THE KEY CHANGES TO THE PROPOSAL WERE AS FOLLOWS: <ul style="list-style-type: none"> • ALTERATIONS TO THE CAR PARK LAYOUT • REDUCTION IN THE NUMBER OF ON-SITE CAR SPACES PROVIDED • ALTERATIONS TO THE FLOOR PLAN AND LAYOUT • ALTERATIONS TO THE LANDSCAPE TREATMENT • INCREASED SOUTHERN BOUNDARY SETBACK. THE CHANGES WERE CONSIDERED AN IMPROVEMENT HOWEVER DID NOT ADDRESS THE OFFICER’S ORIGINAL CONCERNS WITH THE PROPOSAL
VCAT DECISION	AFFIRM COUNCIL’S REFUSAL
APPELLANT	BINYAN INVESTMENTS PTY LTD



“All in all, it seems fair to say there are some real dilemmas in trying to redevelop these ‘six pack’ buildings in the manner proposed here. However, with this particular project, a particular complication has been the desire to not only refurbish the building but increase the number of new dwellings from 10 up to 19. For the reasons set out above I consider this to have been an excessively ambitious target which has exacerbated some pre-existing complications that needed to be grappled with anyway.” VCAT Member – Philip Martin

- The subject site is located within the General Residential Zone and the Ormond Neighbourhood Centre (approximately 350 metres north of the Ormond Train Station entrance).
- The application was refused on grounds relating to neighbourhood character, visual bulk, non-compliance with the required car parking guidelines and poor internal amenity.
- The Tribunal held that there is strategic support for an increase in residential density on the site but also agreed with Council in that there were fundamental problems with the proposal.
- In relation to the number of car parks provided, the Tribunal held that a level of variation to the requirement of the Planning Scheme could be considered due to the close proximity of the site to the railway station. However, the degree of variation sought by the proposal was excessive. Further, the Tribunal was not supportive of the proposed car parking layout, highlighting unresolved issues that it considered unacceptable and pedestrian safety concerns.
- The Tribunal held that the third level was not an acceptable neighbourhood character outcome and would be an excessively bulky and much too large when viewed from the public realm.

- Further, the Tribunal held that the proposed development failed to deliver an acceptable level of internal amenity for future occupants.
- On this basis the Tribunal affirmed Council's decision and directed that no permit be issued.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

N/A

POLICY AND LEGISLATIVE IMPLICATIONS

N/A

COMMUNICATION AND ENGAGEMENT

N/A

LINK TO COUNCIL PLAN

Town Planning and Development: 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.

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

Moved: Cr Hyams**Seconded: Cr Davey**

That Council notes:

1. the reported planning decisions of the Victorian Civil and Administrative Tribunal (VCAT); and
2. VCAT and officer comments.

CARRIED UNANIMOUSLY

ATTACHMENT: TABLE OF NEW APPEALS LODGED

COMPULSORY CONFERENCE (MEDIATION)	FULL HEARING	PROPERTY	PROPOSAL	ZONE	COUNCIL DECISION	APPEAL AGAINST
8 February 2017	6 April 2017	441-495 Inkerman Street, St Kilda East	Construction of a four storey building comprising 27 retired living units above a basement car park	Neighbourhood Residential Zone	Refusal (Resolution)	Refusal (Applicant)
16 March 2017	8 May 2017	67-77 Hawthorn Road, Caulfield North	Construction of an eight storey building comprising 51 dwellings and a shop	Commercial One Zone	Refusal (Manager)	Refusal (Applicant)
6 March 2017	11 May 2017	2 Malane Street, Bentleigh East	Construction of a three storey residential building comprising nine dwellings	General Residential Zone	Permit (Resolution)	Conditions (Applicant)
27 March 2017	17 May 2017	7 Orrong Crescent, Caulfield North	Construction of a double storey building comprising two dwellings	Neighbourhood Residential Zone	Refusal (Manager)	Refusal (Applicant)
11 April 2017	18 May 2017	3 Ames Avenue, Carnegie	Construction of a three storey building, comprising seven dwellings	General Residential Zone	Refusal (Manager)	Refusal (Applicant)
	25 May 2017	20 Draper Street, McKinnon	Construction of two double storey dwellings	Neighbourhood Residential Zone	Refusal (Manager)	Refusal (Applicant)
	26 May 2017	225 Tucker Road, McKinnon	The sale and consumption of liquor (liquor licence)	Commercial One Zone	Permit (Delegate Planning Forum)	Conditions (Applicant)
2 May 2017	13 June 2017	348-352 Centre Road, Bentleigh	Construction of an eight-storey building comprising 34 dwellings	Commercial One Zone	Position to be determined	Failure (Applicant)

	27 June 2017	178 Centre Road, Bentleigh	Construction of a double storey dwelling to the rear of existing dwelling (2 dwellings)	Neighbourhood Residential Zone	Refusal (Manager)	Refusal (Applicant)
	29 June 2017	24 Scotts Street, Bentleigh	Construction of two double storey attached dwellings	Neighbourhood Residential Zone	Refusal (Manager)	Refusal (Applicant)
	30 June 2017	2 Adelaide Street, McKinnon	Construction of four double storey dwellings	General Residential Zone	Refusal (Manager)	Refusal (Applicant)
	3 July 2017	6 Leinster Street, Ormond	Construction of two double storey dwellings	Neighbourhood Residential Zone	Refusal (Manager)	Refusal (Applicant)
6 February 2017	13 July 2017	26 Woorayl Street, Carnegie	Construction of a three storey building containing 9 dwellings and a food and drink premise,	Residential Growth Zone	Refusal (Delegate Planning Forum)	Refusal (Applicant)

ITEM 9.6 MANUKA STREET, BENTLEIGH EAST – ROUNDABOUT TREATMENTS

Author: Terry Alexandrou, Traffic Engineering Team Leader

File No:

Attachments: Existing Conditions Roundabout Aerial Photo and Roundabout Concept Plan

PURPOSE AND SUMMARY

This report responds to a Council resolution requesting a report from officers.

At the 30 August 2016 Ordinary Council Meeting, the following motion was put and carried unanimously:

"I have noted that the roundabout intersections in Manuka Street appear to have a different construction than those more recently installed by Council. I request that officers prepare a report advising Council whether these intersections meet current traffic engineering standards. If the response is that they do not, I further request that officers advise what design options are available to update these intersections so that they comply with current standards."

RECOMMENDATION

That Council:

1. notes this report;
2. notes that no changes will be made to the existing roundabouts until such time as warranted by the local area traffic management renewal program.

BACKGROUND

There are two roundabouts at Manuka Street; one at Gowrie Street and the other at Brooks Street (see Figure 1).

Council records indicate that the Moorabbin City Council resolved in March 1987 for the roundabouts to be installed following the recommendations of a local area traffic study. Subsequently approval was sought from the Road Traffic Authority (RTA). It is unclear what standards/guidelines were applied to design and construction of the roundabouts however the RTA had various guidelines for traffic management treatments and the records indicate that local street roundabouts, approximately 5 metres in diameter would be used (which is what is currently provided).

VicRoads' Road Crash Information System (RCIS) is an online database providing crash data from Victorian road incidents dating back to 1987. This information is sourced from Victoria Police. The RCIS only includes those crashes that have involved a casualty; i.e. someone has been injured and sent to hospital or suffered fatal injuries. A review of the RCIS indicates that there have not been any casualty crashes at the Manuka Street roundabouts. Therefore they are not considered to be Black Spots.



Figure 1 – Existing Manuka Street Roundabouts

ISSUES AND DISCUSSION

The design guidelines for roundabouts are directed more towards those to be provided at the intersections of arterial type roads (e.g. the intersection of Tucker and McKinnon Roads). There is very little guidance provided for the design of roundabouts at the intersection of two local streets except in regards to linemarking and landscaping.

Therefore, for local street locations similar principles are applied as to those at arterial roads. However consideration is given to the road environment particularly the narrower road reserves which result in small central islands which need to be mounted by most vehicles larger than a standard car.

These principles generally apply to the existing Manuka Street roundabouts therefore they are considered to be appropriately designed.

As part of the Capital Works Local Area Traffic Management Program existing traffic management treatments which are deteriorating are reconstructed. These are determined based on the condition of the treatments.

At the time an existing treatment such as a roundabout is reconstructed, the opportunity is taken to assess if the existing design/layout meets current best practice. This typically results in issues at local roundabouts being addressed such as the provision of Disability Discrimination Act (DDA) compliant kerb (pram) ramps and/or relocation of the kerb ramps so that pedestrians are crossing the road away from cars in the circulating traffic lane of the roundabout.

A concept plan of how this would apply to the existing roundabout at Manuka and Gowrie Streets has been prepared and provided in Attachment 1. The concept plan shows that the roundabout central island would be slightly larger and the kerb ramps would be moved away from the corners.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

Total cost for both roundabouts would be approximately \$150,000 (\$75,000 per roundabout).

POLICY AND LEGISLATIVE IMPLICATIONS

N/A

COMMUNICATION AND ENGAGEMENT

N/A

LINK TO COUNCIL PLAN

Transport Planning – 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.

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 existing Manuka Street roundabouts are considered to be appropriately designed having regard to the context of the road environment.

Moved: Cr Magee

Seconded: Cr Hyams

That Council:

1. notes this report;
2. notes that no changes will be made to the existing roundabouts until such time as warranted by the local area traffic management renewal program.

CARRIED UNANIMOUSLY

Moved: Cr Hyams

Seconded: Cr Magee

That Council resolves to extend the time of the meeting to 11pm.

CARRIED UNANIMOUSLY

**Attachment 1– Manuka Street and Gowrie Street, Bentleigh East – Existing Conditions
Aerial Photo and Concept Plan for Upgrade of Roundabout Treatment**



Existing Conditions



Concept Plan

ITEM 9.7 TENNIS FACILITY ARRANGEMENTS IN GLEN EIRA

Author: Mark Collins, Group Manager Recreation and Leisure

File No:

Attachments: 1. *Tennis Clubs in Glen Eira*
2. *Condition Audit*

PURPOSE AND SUMMARY

At the 10 October 2016 Ordinary Council meeting Council resolved:

That Council receives a report:

1. *providing a summary of the current tennis facility arrangements between Council and Tennis Clubs,*
2. *reviewing the current utilisation and future trends of Tennis in the municipality,*
3. *reviewing and benchmarking with neighbouring Councils on their arrangements with local Tennis Clubs,*
4. *contact Tennis Victoria regarding their strategic plans and how they relate to Glen Eira.*

RECOMMENDATION

THAT Council:

1. Notes the report;
2. Authorises officers to develop a Tennis Strategy for Glen Eira.

BACKGROUND

Council is the primary provider of active community sports facilities; these are managed through licenses, agreements and leases.

There are 79 tennis courts on Council land in the City of Glen Eira across 15 club sites (attachment 1). A further two courts at Brooklyn Avenue (Princes Park) are owned by Council and managed by the YMCA, and are the only courts available for full time casual community hire. There are 71 porous courts and 10 hard courts.

There are an additional 19 tennis courts located on church or privately owned sites.

ISSUES AND DISCUSSION**1. *Current leasing arrangements***

Tennis clubs operate under Council's Community Leases Policy where Council recognises that clubs originally established the buildings and improvements on the land and that clubs will remain responsible for maintenance, repairs and alterations to buildings and other improvements on the land. These ground leases have a term of nine years with a peppercorn fee of \$1 per year.

This leasing arrangement allows clubs to have exclusive access to facilities and allows the opportunity for them to generate income through membership, limited sponsorship, hire and paid casual use. Additionally clubs can also license commercial coaches, attract school use and host external competitions. This arrangement is similar to other groups on Council land leases, namely bowling clubs, croquet clubs and scout groups.

All current leases contain a clause stating courts must be made available for casual hire by members of the public. The way this is managed varies between clubs. Public access is limited as the popular times for requested access are typically when the courts are in use by club members or coaches.

With many of their pavilions reaching the end of their life-cycle, some clubs have identified that they have limited funds to contribute any significant amount to redevelopment or major works. Officers recently undertook a few building audit inspections to provide a snapshot of the condition of tennis facilities and found poorly maintained and aging building infrastructure. Officers identified an extensive list of maintenance and rectification works to be considered to ensure facilities meet required standards. Refer attachment 2 for audit details. Further audit inspections will be undertaken of all tennis facilities in Glen Eira.

2. *Utilisation and trends*

From information provided by clubs to Council, there are currently 2,019 subscribed tennis club members at facilities in Glen Eira. Tennis Victoria quoted 2,798 registered members across the 15 affiliated tennis facilities in Glen Eira.

In Victoria, there were 68,759 registered tennis members in 2014 which was a 7.4% decrease (5,525 less players) compared to the previous year total of 74,284. There has been continuous decline in individual membership since 2006, and this confirms that many tennis participants no longer join a tennis club via the traditional club membership model. In Glen Eira, club membership in total has decreased by 501 members (around 20%) since 2006.

It should be noted that increasing socialisation of sport is particularly relevant to tennis. That is, a traditional member who played in pennant competitions for a club may now be

participating as a social or casual tennis player, or in a night competition organised by the club – in this instance, a player may not be counted as a member.

Over the next 10 years it is assumed that the number of people wanting to participate in tennis in Glen Eira will remain stable. This assumption is based on the long term trend of declining numbers playing tennis in Victoria but balanced by the growth of the tennis introductory program Hot Shots and Glen Eira's projected population growth in the active age demographic of 25 – 35 year olds, to whom social tennis is particularly appealing.

The industry recognised benchmark for the provision of tennis courts is 1 per 2,000 people, and is endorsed by Tennis Victoria. This benchmarking suggests that Glen Eira currently has an oversupply of tennis courts, and there is still expected to be an oversupply of up to four courts in 2026. This projection does not take into account the current availability of the additional 19 courts at church and privately owned sites.

The total lease footprint of tennis clubs in Glen Eira is 48,435m². The majority of this footprint is currently located in Council's existing open space areas.

Club Membership Profile for Tennis Clubs (2006 – 2016)

Club	Membership		Percentage Variance
	2006	2016	
Caulfield Park Tennis Club	216	87	-60%
Bentleigh Recreation Tennis Club	84	105	25%
Caulfield Recreation Tennis Club	245	100	-59%
Centenary Park Tennis Club	120	100	-17%
Coatesville Tennis Club	230	170	-26%
Glen Eira Tennis Club	263	250	-5%
Glenhuntly Tennis Club	170	109	-36%
Kings Park Tennis Club	294	260	-12%
Lauriston Lawn Tennis Club	160	154	-4%
Maccabi Tennis Club	250	250	0%
Murrumbeena Tennis Club	117	84	-28%
Ormond Tennis Club	182	201	10%
St Kevin's Tennis Club	59	65	10%
Victory Park Tennis Club	103	40	-61%
Wattle Tennis Club	27	44	63%
Total	2,520	2,019	-20%

Note: Membership data is typically not fully representative of all tennis club/ court use. Membership does not include night tennis participants in social competitions, afterschool tennis programs and some coaching, and regular casual players

3. Benchmarking with other Councils

Officers undertook a benchmarking exercise to review how other municipal councils manage their leasing arrangements with tennis clubs. It was found that the benchmarked Councils all differed in the way that they managed these lease arrangements. In summary:

Port Phillip City Council

- Long term leases – two clubs (only 3 in municipality) recently completed 14 year leases. The Leasing Policy is currently being reviewed with a preference for 5-10 years.
- \$200 - \$400 per annum
- Clubs fully maintain courts
- Council undertakes most building maintenance

Mornington Peninsula Shire Council

- Long term leases (15 years, ie. 5+5+5)
- Council owns the buildings and fixtures
- Lease fee of \$200 per court per annum with CPI increase
- Council is fully responsible for building maintenance and undertakes cyclical programmed works such as painting and replacement of floor coverings

Kingston City Council

- Long term leases (varies between 5 and 16 years)
- Council owns the building
- Clubs charged ground rent and a percentage of pavilion value
- Council responsible for asset replacement

Bayside City Council

- Long term leases (9 years)
- Lease fee per tennis court plus building rent (depending on whether or not the club constructed the building)

Yarra Ranges Shire

- Long term leases (5 years)
- Lease fee of \$75 per court and pavilion increased annually by 3%
- Clubs are responsible for building maintenance

Baw Baw Shire

- Licence agreements (9 years, ie. 3+3+3)
- Fee of \$500 per annum
- Council owns the buildings
- Clubs and Council are responsible for routine maintenance, with Council being responsible for items of a capital landlord nature
- Council contributes 50% of annual court cleaning costs

4. Tennis Victoria strategic direction and research

There are 15 clubs in Glen Eira, and 11 provided input into Tennis Victoria's Operational Health Check which benchmarks tennis facilities across the state.

Key points:

- Glen Eira venues have higher occupancy rates than the Victorian median (33% v 29%);
- The average yield per court is significantly less than the Victorian median (\$3941 v \$5212)
- Contribution to a 'sinking fund' for asset replacement is less than half of the Victorian median (\$3,000 v \$7,750) – with clubs only just covering operating costs,
- Glen Eira clubs have lower utilisation for competition (34% v 41%), but higher utilisation for coaching (38% v 27%).
- That there is a significant difference in operational performance of clubs across the municipality. The better performing clubs have the financial capacity to refurbish their facilities in line with their lease agreements, the poorer performing clubs do not.

Tennis Victoria also surveyed affiliated Glen Eira clubs in 2016, of which 13 clubs responded.

Key points:

- Less than 40% put any money aside for facility renewal
- 70% of respondents have identified their facilities will require renewal in the next 5 years
- Over 50% have less than \$20,000 set aside for facility renewal

Council officers recommend that a Tennis Strategy be developed for Glen Eira to provide a more detailed review of these trends, as well as current and future needs in the city.

This aligns with Tennis Victoria's strategic direction, which proposes that councils consider developing a Tennis Strategy which includes:

1. A facility audit of each tennis club with recommendations of priority facility development and approximate costings to bring them to a satisfactory condition.
2. Council's consideration of accepting responsibility for capital refurbishment of tennis clubhouses in line with other sporting amenities in the municipality.
3. Shared responsibilities between club and Council for playing surfaces and other infrastructure, with basic court maintenance remaining a club responsibility.
4. Inclusion of tennis into an asset renewal program for future Council budgets and associated community funding programs to help invest in the recommended priority (tennis) court surfaces, surrounds and pavilions.

In addition to capital investment in tennis facilities, Tennis Victoria recommends that Council provides increased support to club operations and development, and also reviews ongoing occupancy arrangements. There are no specific recommendations relating to increased casual access, consolidation of facilities, cost of leasing or Tennis Victoria's role in providing financial support or club development programs.

The above Tennis Victoria recommendations, and their impact on Council planning, would be considered during the development of Glen Eira's Tennis Strategy.

POLICY AND LEGISLATIVE IMPLICATIONS

Not applicable.

COMMUNICATION AND ENGAGEMENT

Preparation of this report included discussions with Tennis Victoria and a number of Councils.

LINK TO COUNCIL PLAN

Recreation and Open Space - To enhance recreation facilities and open space to meet current and future needs of the local 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

Tennis courts in Glen Eira are managed under long term lease arrangements. A number of tennis facilities are reaching the end of their serviceable life and clubs have limited funds to contribute to the significant rectification works required.

Only 2 of the 81 tennis courts in Glen Eira are available for full time casual community use. The remaining 79 courts are leased to 15 clubs in an arrangement that largely enables clubs to have exclusive access, requiring membership for use.

However, these leases do contain a clause requiring that courts must be made available for casual hire by members of the public. The way this is managed varies between clubs. Public access is limited as the popular times for requested access are typically when the courts are in use by club members or coaches.

In the Tennis Victoria health check survey, Glen Eira courts are used more for private coaching than for competition, with both measures above the Victorian mean.

The majority of tennis courts are located in Council's existing open space areas.

Benchmarking and projections indicate that Glen Eira has an oversupply of tennis courts and there is still expected to be an oversupply in 2026. A more detailed review of tennis in Glen Eira is recommended through the development of a Tennis Strategy which could include, but not be limited to, a review of facilities, future and current needs, lease arrangements and consultation with clubs.

Moved: Cr Magee

Seconded: Cr Hyams

That Council:

1. notes the report; and
2. authorises officers to develop a Tennis Strategy for Glen Eira.

CARRIED UNANIMOUSLY

ATTACHMENT 1: Tennis Clubs in Glen Eira

Club	Address	Membership Number	Number of Courts	Lease Footprint (m2)	Lease Expiry Date
Caulfield Park Tennis Club	Caulfield Park 280 Balaclava Road, Caulfield North	87	5	3017	October 2016 In over holding Lease currently being prepared
Centenary Park Tennis Club	Centenary Park 120 Brady Road, Bentleigh East	100	5	2933	September 2021
Caulfield Recreation Tennis Club	Mallanbool Reserve 255 Murrumbeena Road, Murrumbeena	100	8	5481	July 2021
Glen Huntly Tennis Club	Glen Huntly Reserve 60 Neerim Road, Glen Huntly	109	4	2646.3	April 2021
Coatesville Tennis Club	Mackie Road Reserve 29 Orange Street, Bentleigh East	170	6	3618	August 2020
Lauriston Tennis Club	Rosanna Street Reserve 21 Rosanna Street, Carnegie	154	8	4706	December 2021
Kings Park Tennis Club	King George Reserve 70B East Boundary Road, Bentleigh East	260	8	4879	February 2021
Maccabi Tennis Club	Moorleigh Community Village 92 Bignell Road, Bentleigh East	250	8	4752.01	October 2021
Murrumbeena Tennis Club	4 Bute Street, Murrumbeena	84	3	1765	September 2020
St Kevins Tennis Club	38-62 Glen Orme Avenue, Ormond	65	3	2303.09	April 2014 In over holding
Ormond Tennis Club	9 Foch Street, Ormond	201	5	3389	April 2021
Wattle Tennis Club	Bentleigh Hodgson Reserve 1-3 Higgins Road, Bentleigh	44	2	996	September 2020
Victory Park Tennis Club	Victory Park 21 Patterson Road, Bentleigh	40	4	2383.06	February 2021
Bentleigh Recreation Tennis Club	Bentleigh Hodgson Reserve 1 Arthur Street, Bentleigh	105	6	3161	September 2020
Glen Eira Tennis Club	Princes Park 277 Bambra Road, Caulfield South	250	4	2406	September 2020

ATTACHMENT 2: Building Inspections Audit

Building Name	Location	Initial Construction Date	Building Size	Inspection Date	Risk Issues			Comments	Recommendation
					Main Structure	Compliance / Serviceability	Maintenance		
Glen Eira Tennis Club	Princes Park	c1970	53.38m ²	4/01/2017	Poor condition; Cracking to brickwork and concrete base slab. Brickworks steps out along cracks to front wall approx. 5-10mm. Previous repair has been attempted.	1) Sagging ceiling and dropped sections evident. 2) Poor ventilation to wet areas.	1) Timber fascia's are split and deteriorating. 2) Grass growing in gutters. 3) window frames rotting and lintels corroding. 4) Potential rotting sole plate to male change area stud wall. 5) Building envelope not sealed missing caulking around windows. 6) Internal wall linings are poor and joints failing.	Further investigation required on roof. Rear of building has restricted access for maintenance and has poor drainage.	B&P to check condition assessment for compliance against lease agreement.
Kings park Tennis Club	King George VI Reserve	c1960	170m ²	4/01/2017	Generally in sound condition with a recent new extension.	1) Minor cracking to upper blockwork on old section possibly related to veranda roof, and minor cracking to rear wall blockwork (lack of articulation in masonry).	1) Rear window frames are rotting in old section and lintels corroding. 2) Upper timber cladding to rear wall rotting/ deteriorating/ warping requires treating.	Further investigation required on roof.	B&P to check condition assessment for compliance against lease agreement.

Building Name	Location	Initial Construction Date	Building Size	Inspection Date	Risk Issues			Comments	Recommendation
					Main Structure	Compliance / Serviceability	Maintenance		
Murrumbeena Tennis Club	4 Bute St Murrumbeena	c1980	80m2	4/01/2017	Very poor condition. Mainly timber and light weight cladding construction with brickwork parapet wall supporting internal box gutter which is failed. Cracks in brickworks and rotting timbers.	1) Concrete floor slab is bony. 2) Cracking to base of brick wall. 3) Rotting timber throughout including door, frames windows, meter box etc. 4) Roof leaking, holes in internal box gutter evident. 5) Ceiling damaged and dropped in sections. 6) Possible damp to walls, damaged skirtings. 7) Wet area metal corroded. Rear exit paving grades back to building leading to possible water ingress under door.	1) External cladding and soffit lining rotting to rear exit. 2) End roof to eaves flashing loose.	Further investigation required on roof. Site access is restricted and drainage around building is poor.	Significant work required as this building is becoming unserviceable (refer to Building Surveyor for comment). B&P to check condition assessment for compliance against lease agreement.
Ormond Tennis Club	EE Gunn Reserve	c1970	125m2	2/12/2016	Generally in sound condition.	1) No articulation joints to masonry. 2) Garden bed needs to be lowered as it is covering weep holes to brickwork.	1) Window seal to sills requires attention. 2) Fascia boards require treatment small section damaged. 3) Section of eaves lining has dropped and requires refixing and treatment. 4) Door frames and lintels need treatment. Lintels starting to corrode.	Further investigation required on roof.	B&P to check condition assessment for compliance against lease agreement.

ITEM 9.8 ROAD DISCONTINUANCE AND SALE - ROAD ADJOINING THE REAR OF 664 TO 680 NORTH ROAD, 5 TO 15 WICKLOW STREET AND ADJACENT 1 & 1A TYRONE STREET, ORMOND

Author: Rachel Ollivier, Group Manager Property, Environment and Sustainability

File No: 15/27317

Attachments: 1. Site and location plan
2. Title plan
3. Road and Reserves Discontinuance and Sale Policy 2015

PURPOSE AND SUMMARY

Several adjoining owners have requested that Council discontinues and sells the 3.05m wide road at the rear of 664 to 680 North Road, 5 to 15 Wicklow Street and adjacent 1 & 1A Tyrone Street, Ormond.

Council's '*Roads and Reserves Discontinuance and Sale Policy 2015*' (**Policy**) outlines that in these instances, Council will consider whether the land is required for access, drainage or any other strategic purpose. If not, officers will consult with abutting owners to negotiate the sale to those owners.

In this case the land is not required for a public purpose and is not expected to be required for a public purpose in the future.

This report seeks approval to commence the statutory procedures to discontinue and sell the road.

RECOMMENDATION

That Council resolves:

- (a) That statutory procedures be commenced pursuant to section 206 clause 3 of Schedule 10 to the Local Government Act 1989 (*the Act*) to discontinue and sell the 3.05m wide road at the rear of 664 to 680 North Road, 5 to 15 Wicklow Street and adjacent 1 & 1A Tyrone Street, Ormond, shown hatched in Attachment 1;
- (b) As part of the statutory procedures, a public notice about the proposed discontinuance and sale of the 3.05m wide road be placed in the Caulfield Glen Eira Leader and Moorabbin Glen Eira Leader newspapers, on Council's website and also writes to any adjoining property owners and for the notice to state that Council intends to sell the land to the adjoining owners by private treaty in accordance with Council Policy;
- (c) Following the completion of the public notification process of Council's intentions to discontinue the road and sell the land, in the event that no

submissions are received all of the statutory procedures for the discontinuance and sale of the road, including the publication of the discontinuance of the road in the Victoria Government Gazette, be finalised;

- (d) In the event that no submissions are received, officers be authorised to finalise the sale of the land from the road, to the adjoining owners in an appropriate manner, including the affixing of the common seal;
- (e) In the event that submissions are received, invite submitters to be heard at an Ordinary Council meeting and then determine whether to discontinue and sell the road; and
- (f) The discontinuance and sale of the road will not affect any right, power or interest held by South East Water and the City of Glen Eira in the road in connection with any sewers, drains or pipes under the control of those authorities in or near the road.

BACKGROUND

Several adjoining owners have requested that Council discontinues and sells the 3.05m wide road at the rear of 664 to 680 North Road, 5 to 15 Wicklow Street and adjacent 1 & 1A Tyrone Street, Ormond, shown hatched on the plan in Attachment 1.

A site inspection has confirmed that the section of road concerned is not constructed and is presently enclosed within the adjoining properties. The road is no longer used for access. This appears to have been the case for a considerable period of time.

In line with the Council's Policy the owners of 664, 666, 668, 670 and 672 North Road, Ormond, have signed Letters of Offer to acquire the land conditional on Council successfully completing the statutory process.

The proposed division of the land is shown in the Title Plan in Attachment 2.

ISSUES AND DISCUSSION

Council and all necessary service authorities have been consulted in respect to the proposal and no objections have been received.

South East Water has a sewer within part of the land and Council has a drain in all of the land. These assets will be protected by an easement over the relevant land in favour of both South East Water and Council respectively.

Officers have considered whether the section of land is redundant, in line with the *Policy* which states that:

"In considering whether a section of Road or Reserve is redundant, Council will consider whether the land is still required for a public purpose (now or in the future) ..."

This land is not required for a public purpose and is not expected to be required for a public purpose in future.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

Letters of Offer to purchase the land have been secured from the owners of 664, 666, 668, 670 and 672 North Road, Ormond.

Council will receive approximately \$96,300.00 inclusive of GST. This takes account of the 50% discount applicable to the market value of the land in recognition of long term occupation.

This discount is in accordance with clause 6.2.2 of Council's *Road and Reserves – Discontinuance and Sale Policy 2015* (Policy).

POLICY AND LEGISLATIVE IMPLICATIONS

All procedures have been carried out and are in accordance with Council Policy and legislative requirements.

Prior to deciding whether or not to discontinue and sell the road Council is required to undertake procedures under section 206 clause 3 of Schedule 10 of the *Local Government Act 1989* to discontinue and sell the 3.05m wide road.

COMMUNICATION AND ENGAGEMENT

The statutory requirements include that Council must give public notice in the newspapers generally circulating within the municipality, and on its website, of its intention to discontinue the road and sell the land and invite submissions from affected parties.

In addition, all abutting property owners will be advised of the proposal in writing and informed of their right to make a submission.

LINK TO COUNCIL PLAN

Community Facilities and Assets: to ensure that Council assets meet community requirements and are funded in a sustainable manner.

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 considered that the road is no longer required for public use and it would be appropriate for the road to be discontinued and sold in accordance with Council Policy.

This report recommends that Council commence the necessary statutory procedures for the discontinuance and sale of the land by private treaty in accordance with Council's Policy.

Moved: Cr Hyams**Seconded: Cr Silver**

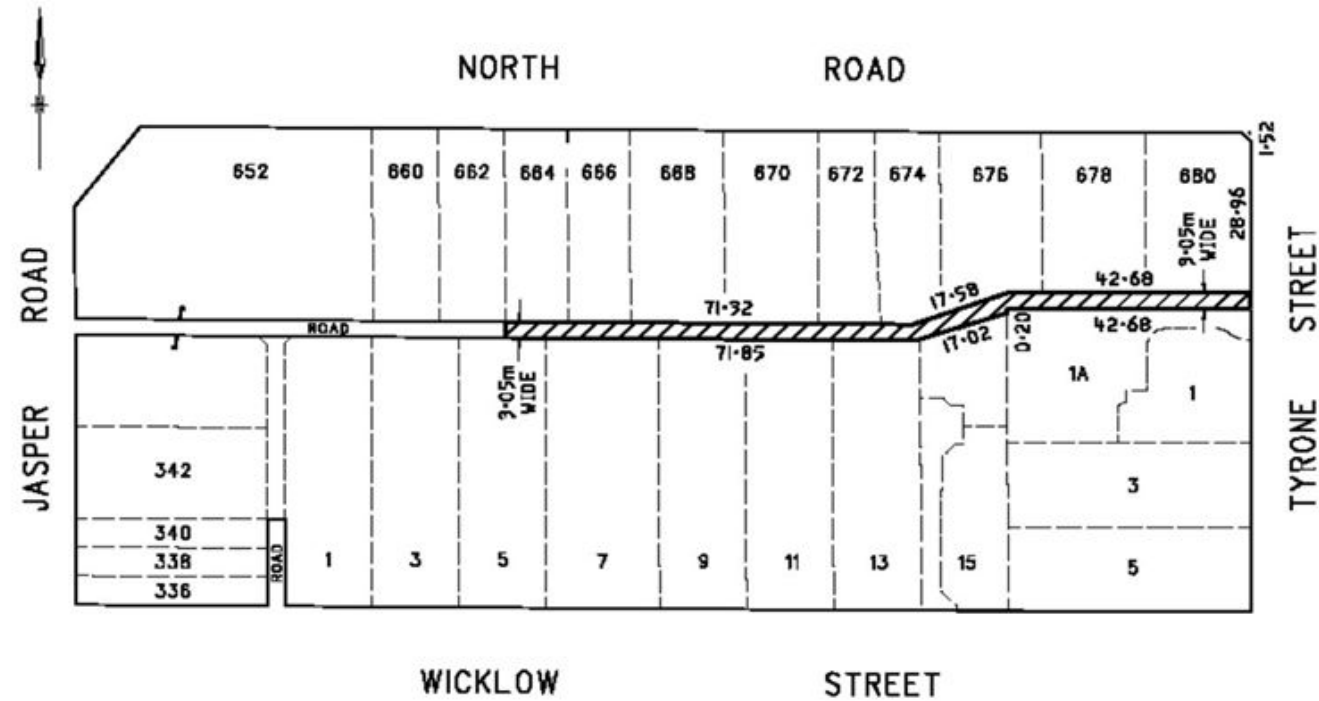
That Council resolves:

- (a) that statutory procedures be commenced pursuant to section 206 clause 3 of Schedule 10 to the Local Government Act 1989 (*the Act*) to discontinue and sell the 3.05m wide road at the rear of 664 to 680 North Road, 5 to 15 Wicklow Street and adjacent 1 & 1A Tyrone Street, Ormond, shown hatched in Attachment 1;
- (b) as part of the statutory procedures, a public notice about the proposed discontinuance and sale of the 3.05m wide road be placed in the Caulfield Glen Eira Leader and Moorabbin Glen Eira Leader newspapers, on Council's website and also writes to any adjoining property owners and for the notice to state that Council intends to sell the land to the adjoining owners by private treaty in accordance with Council Policy;
- (c) following the completion of the public notification process of Council's intentions to discontinue the road and sell the land, in the event that no submissions are received all of the statutory procedures for the discontinuance and sale of the road, including the publication of the discontinuance of the road in the Victoria Government Gazette, be authorize;
- (d) in the event that no submissions are received, officers be authorize to finalise the sale of the land from the road, to the adjoining owners in an appropriate manner, including the affixing of the common seal;
- (e) in the event that submissions are received, invite submitters to be heard at an Ordinary Council meeting and then determine whether to discontinue and sell the road; and
- (f) the discontinuance and sale of the road will not affect any right, power or interest held by South East Water and the City of Glen Eira in the road in connection with any sewers, drains or pipes under the control of those authorities in or near the road.

CARRIED UNANIMOUSLY

ATTACHMENT 1


Site plan and location plan





ATTACHMENT 2

Title Plan

TITLE PLAN				TP959866W																									
LOCATION OF LAND Parish: MOORABBIN PART OF DENDY'S CROWN SPECIAL SURVEY Section: Crown Allotment: Crown Portion: Last Plan Reference: LP9487 & LP10023 Derived From: Vol 2352 Fol 382 (PT) & Vol 10510 Fol 987 (PT) MAG84 Co-ordinates E 328 200 Zone: 55 (approx. centre of land in plan) Depth Limitation: DOES NOT APPLY			Notations WARNING: THIS PLAN REPRESENTS AN EXPECTED DIVISION OF LAND. ANY ONE LOT MAY NOT HAVE BEEN CREATED. CHECK THE LOT/PLAN INDEX FOR UPDATED INFORMATION THIS PLAN IS NOT BASED ON SURVEY ANY REFERENCE TO MAP IN THE TEXT MEANS THE DIAGRAM SHOWN ON THIS TITLE PLAN																										
Easement Information <table border="1"> <thead> <tr> <th colspan="2">Legend: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)</th> <th colspan="2"></th> <th colspan="2"></th> </tr> <tr> <th>Easement Reference</th> <th>Purpose</th> <th>Width (Metres)</th> <th>Origin</th> <th colspan="2">Land Benefited/in Favour of</th> </tr> </thead> <tbody> <tr> <td>LOTS 1 TO 8</td> <td>AS PROVIDED FOR IN SECT 207C LGA</td> <td>SEE DIAG</td> <td>SECT 207C LGA</td> <td colspan="2">GLEN EIRA CITY COUNCIL</td> </tr> <tr> <td>LOTS 5 TO 8 AND E-1</td> <td>AS PROVIDED FOR IN SECT 207C LGA</td> <td>SEE DIAG</td> <td>SECT 207C LGA</td> <td colspan="2">SOUTH EAST WATER CORPORATION</td> </tr> </tbody> </table>						Legend: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)						Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/in Favour of		LOTS 1 TO 8	AS PROVIDED FOR IN SECT 207C LGA	SEE DIAG	SECT 207C LGA	GLEN EIRA CITY COUNCIL		LOTS 5 TO 8 AND E-1	AS PROVIDED FOR IN SECT 207C LGA	SEE DIAG	SECT 207C LGA	SOUTH EAST WATER CORPORATION	
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ORIGINAL SHEET SIZE: A3			CERTIFICATION BY SURVEYOR		SHEET 1 OF 2 SHEETS																								
EAS REF: 104506/4 LGA 22/07/01 104506/4-0000 GOVERNMENT GAZETTE No. SURVEYORS FILE REF: 104506/4 VERSION A			 Hellier McFarland Development Consultants Town Planners Land Surveyors 342 Hawthorn Rd, Caulfield South, VIC 3162 P.O. Box 168, Caulfield South, VIC 3162 Tel: 03 9532 9951 Fax: 03 9532 9941 www.hmf.com.au info@hmf.com.au																										
			LICENSED SURVEYOR RAYMUND FRANCIS EARLS																										

TP959866W

TYRONE STREET

NORTH ROAD

LOT 1 56m²

LOT 2 56m²

LOT 3 57m²

LOT 4 33m²

LOT 5 33m²

LOT 6 33m²

LOT 7 33m²

LOT 8 33m²

TYRONE

SCALE

0 4 8 12 16

LENGTHS ARE IN METRES

SURVEYORS FILE REF: 1046684, VERSION A, ORIGINAL SHEET SIZE A3, SHEET 2

L. J. O'NEILL

RAYMOND FRANCIS EARLS

ATTACHMENT 3

Policy

Policy ID Number:[]

Road and Reserves Discontinuance and Sale Policy

Date first adopted: 9 June 2015	Version: 1	Status: New
Amended and adopted: N/A	Next review date: May 2017	
Position Title of Responsible Business Unit Manager/or other:	Director Assets and Facilities	

Rights of Way and Reserves Discontinuance and Sale Policy
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Glen Eira City Council

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Road and Reserves Discontinuance and Sale Policy

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Glen Eira City Council

- 1. TITLE** Road and Reserves Discontinuance and Sale
- 2. PURPOSE** To provide guidance when Council considers the discontinuance and sale of Roads and Reserves.
- 3. OBJECTIVE** To ensure that Council has a consistent and equitable approach to dealing with the discontinuance and sale of redundant Roads and Reserves.

4. DEFINITIONS AND ABBREVIATIONS

Term	Meaning
Road/s	the same meaning as is set out in section 3(1) of the <i>Local Government Act 1989</i> . It includes, but is not limited to, a right of way, a street or a footpath.
Reserve/s	a narrow parcel of land such as a drainage reserve set aside as a reserve on a plan of subdivision but not set aside for recreational purposes.

5 BACKGROUND

Many of Glen Eira's Roads and Reserves were set out in early plans of subdivision. Some are no longer needed for the purpose set out in those plans and/or a Council purpose (i.e. the Road or Reserve is redundant).

Almost all redundant Roads in Glen Eira are rights of way that historically provided secondary access to properties. Most are unmade and some have been fenced into adjacent properties.

Almost all redundant Reserves are drainage reserves originally intended to accommodate Council drains, sewerage and drainage authority assets or overland flow of stormwater. Less common are general Reserves the original subdivider created as a buffer between theirs and a neighbouring subdivision. Like Roads, some Reserves have been fenced in.

To amend the status of the land under a Road or Reserve, Council must formally discontinue the Road or Reserve. Council may discontinue all or part of a Road or Reserve.

Discontinuing a section of Road or Reserve converts the subject land to a lot on title with or without encumbrances. If Council does not already own the land, the process also transfers ownership to Council. When a Road or Reserve is discontinued, Council may then consider whether to sell the land or retain the land in its ownership.

Council usually considers discontinuing a section of Road or Reserve in response to a request from an owner of an adjacent property wanting to acquire the land. It is often more cost effective to discontinue a whole section of redundant Road or Reserve rather than the section of immediate interest only. In these circumstances Council will first gauge the level of interest of

Road and Reserves Discontinuance and Sale Policy

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Glen Eira City Council

other land owners to assess the financial viability of discontinuing the section of Road or Reserve before deciding whether to proceed.

Sometimes, rather than seeking to acquire the land from Council, an owner may attempt to claim the land by adverse possession. This process involves an owner applying to Land Victoria to transfer the land into their ownership on the basis of exclusive long term occupation. Land Victoria will usually notify Council of such an application and Council will need to decide whether to contest the application.

6 POLICY

6.1 General

6.1.1 In considering whether a section of a Road or Reserve is redundant, Council will consider whether the land is still required for a public purpose (now or in the future) which includes:

- public vehicular and/or pedestrian access;
- public open space; or
- public works or flood mitigation.

6.1.2 Having considered whether a section of a Road or Reserve is redundant, Council may:

- take no action to change the status of the land;
- discontinue the Road or Reserve and retain in Council's ownership;
- discontinue the Road or Reserve and sell the land; or
- where the land is subject to an adverse possession claim, decide whether to contest such a claim.

6.1.3 Where part of the Road or Reserve is to be discontinued and Council or another authority needs to retain an interest in the land, Council may require that the land be encumbered with an appropriate easement in favour of the relevant authority. If the land is to be sold, Council may require the purchaser to meet the cost of relocating the assets, if they require relocation.

Where Council decides not to discontinue a section of Road or Reserve or does discontinue but does not on-sell, it may require the land to be kept clear of obstruction including buildings, fences and other obstructions.

6.2 Financials

6.2.1 Where a property owner has requested that Council discontinue and sell a section of a Road or Reserve, Council may not agree to do so if Council is unlikely to recover its costs.

6.2.2 Where Council decides to sell the land, it will do so at the current market value as assessed by a qualified valuer, except:

- where the person seeking to acquire the land can demonstrate there has been

Road and Reserves Discontinuance and Sale Policy

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Glen Eira City Council

continuous and exclusive occupation of the subject land for at least the previous 12 years, in which case Council may sell the land at 50% of the current market value; or

- if the benefits accruing to the community from the sale justify a lower sale price¹.

- 6.2.3 For the market valuation to be current, the valuation must be less than six months old when the purchaser agrees in principle to acquire the land².
- 6.2.4 The purchaser of the land must pay all of the conveyancing costs associated with the transfer of the land and the relocation of fences and authorities' assets.
- 6.2.5 The full purchase price must be paid to Council at the time of settlement except in exceptional circumstances where the Director Assets and Facilities may approve term payments.
- 6.2.6 Term payments can be for up to three years. Council may also charge administrative costs and interest on such payments. Title to the land will not pass to the purchaser(s) until the full purchase price plus any costs and/or interest are paid.

6.3 Land Allocation

- 6.3.1 Where Council proposes to discontinue and sell a Road or Reserve, it will first offer parcels of the land to those owners of properties that can demonstrate continuous and exclusive occupation of those parcels for at least the last 12 years.
- 6.3.2 Where 6.3.1 does not apply, Council will first offer to divide the land and sell parcels to the owners of abutting properties (making allowance for the alignment of any authority's assets).³
- 6.3.3 If an owner of an abutting property either does not agree to purchase or does not respond to Council's invitation to purchase within 60 days, Council may then offer the land to another abutting owner.
- 6.3.4 Where it is not feasible to divide the land in such a way that it can be equitably shared⁴, and more than one owner wants to purchase the land, Council may invite those owners to make an offer and will accept the highest offer submitted. Council

¹ This would only be in exceptional circumstances e.g. where Council is likely to incur significant ongoing maintenance costs for the redundant land if it retained the land.

² This is to allow for the statutory process for Council to consider and agree to discontinue a Road or Reserve which will typically occur months after an in principle agreement is reached.

³ E.g. Council is considering discontinuing a 20m long by 3m wide right of way. There are no authorities' assets on the land and there are two properties abutting, on each side. Council offers each owner of the abutting properties a 1.5 metres wide by 20 metres long parcel.

⁴ E.g. A right of way has a property on each side and a Council drain along the middle. To avoid placing a title boundary (and therefore a fence) over the drain, the whole width needs to be sold to only one of the owners of the abutting property. If both owners want the full width, Council would sell to the highest bidder (at no less than the original offer price).

must not accept an offer less than that would otherwise be determined in accordance with 6.2.2.

- 6.3.5 Council will not sell sections of discontinued Road or Reserves to parties other than the owners of abutting properties unless it is in the public interest to do so⁵.

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

Use of Rights of Way Policy

9 REFERENCES/RESOURCES

Charter of Human Rights and Responsibilities Act 2006
Local Government Act 1989
Planning and Environment Act 1987
Subdivision Act 1988

ITEM 9.9 FOUNDATION FOR YOUTH EXCELLENCE COMMITTEE GRANT APPLICATIONS

Author: *Toby Laverick, Youth Services Coordinator*

File No:

Attachments: *Not applicable*

PURPOSE AND SUMMARY

To seek endorsement of the Foundation for Youth Excellence Awards for the 4th quarter 1 August 2016 – 31 October 2016.

RECOMMENDATION

That Council approve the Foundation for Youth Excellence grants as outlined below.

Name	Category	Amount
Aleesha Whittle	Sport	\$600
Dominique Blatherwick	Sport	\$600
Madeleine Stirling	Leadership	\$360
Nicholas Whitehead	Sport	\$600

BACKGROUND

The *Foundation for Youth Excellence* ('Foundation') is a Council initiative that aims to recognise young people who have achieved excellence in the fields of creative and performing arts; education; leadership or sport.

Young people aged between 10 and 25 who live in Glen Eira and are competing or performing at a state, national or international level are eligible to apply for an award. High priority will be given to applicants who demonstrate a proven history of achieving excellence within their chosen field and an association with a recognised official affiliated body.

Foundation for Youth Excellence applications are assessed quarterly each year. Closing dates are:

1st Quarter – 31 January

2nd Quarter – 30 April

3rd Quarter – 31 July

4th Quarter – 31 October

ISSUES AND DISCUSSION

AWARD CATEGORIES

(1) Creative and Performing Arts

Awards in the areas of dance, music, drama, film and media for applicants who are preparing for prestigious exhibitions, events, presentations, productions and competitions. Assistance may be given to help pay for expenses in accessing or attending one of the above. For example, master classes or special enrichment programs in which the applicant is participating.

(2) Education

Awards for applicants who are pursuing intellectual endeavours or increasing their educational qualifications or skills. Assistance may be given to help applicants pay for expenses in accessing or participating in intellectual enrichment activities, such as forums, conferences, workshops or mentor programs.

(3) Leadership

Awards for applicants seeking personal growth or development through participation in leadership development programs. It is preferable that these programs enhance an applicant's capacity to initiate, contribute to and lead activities within the community.

(4) Sport

Awards for applicants competing, representing or participating in a sport at state, national or international level. The applicant's chosen sport must:

- have a defined set of rules and an applicable code;
- be competitive in nature; and
- be an officially recognised event by the relevant applicable code.

Award Levels

The level of awards are:

State level up to \$360.
National level up to \$600.
International level up to \$1,200.

General Conditions

Applicants must demonstrate that they have achieved excellence within their chosen field.

No more than two awards will be made to any one applicant.

Awards will not be made for international accommodation or travel.

Sporting applicants must be representing Victoria or Australia in a recognised state/national/international competition. A state or Australian team must be one affiliated with a national sporting organisation registered with the Australian Sports Commission.

Successful applicants must provide the Foundation with a report on the funded activity, a statement of expenditure after attendance at the relevant event and a photo taken at the event.

Any promotions must acknowledge the contribution of the Foundation.

FOUNDATION FOR YOUTH EXCELLENCE APPLICATIONS

WHITTLE, Aleesha

Category: Sport
Level: National

Aleesha has been selected by Indoors Sports Victoria, a recognised State Sporting Association, to compete in the ISV State Netball 13 & Under Ladies Team at the 2016 Junior Indoor Nationals held at Icon Arena, Doveton from 27 November – 4 December. Aleesha has previously represented Victoria in Netball at the National Championship in 2015.

Aleesha is seeking \$600 to contribute towards the uniform, travel and registration fees included as part of Indoor Sports Victoria 2016 Nationals Tournament Costs of \$1600.

Recommendation: \$600

That Council approve a National level payment of \$600 to Aleesha Whittle to contribute towards the costs of participating in 2016 Junior Indoor Nationals.

BLATHERWICK, Dominique

Category: Sport
Level: National

Dominique has been selected by Hockey Victoria, a recognised State Sporting Association, to compete in Victorian Under 13 Girls Team at Hockey Australia's 2016 Australian Championships in Perth, W.A from 29 September – 9 October. Dominique has taken part in many state level hockey development programs but this is the first time she has been selected to compete at a National Championship.

Dominique is seeking \$600 to contribute towards the training, travel and accommodation costs included in Hockey Victoria's 2016 State Team levy of \$2890.

Recommendation: \$600

That Council approve a National level payment of \$600 to Dominique Blatherwick to contribute towards the costs of participating in Hockey Australia's 2016 Australian Championships.

STIRLING, Madeleine

Category: Leadership
Level: State

Madeleine has been selected by the Melbourne University to attend the Trinity College 2016 Young Leaders Program (Science and Engineering stream) held in Parkville, Victoria from 4 December – 11 December 2016. Madeline has many personal achievements in leadership as is currently the house captain and music captain at Melbourne Girls Grammar as well as captaining various state level sports teams.

Madeleine is seeking \$600 to contribute towards Trinity College's 2016 Young Leaders Program's fee of \$1800.

Recommendation: \$360

That Council approve a State level payment of \$360 to Madeleine Stirling to contribute towards the costs of attending Trinity College's 2016 Young Leaders Program.

WHITEHEAD, Nicholas

Category: Sport

Level: National

Nicholas has been selected by Gridiron Victoria, a recognised State Sporting Association, to compete in the Victorian Under 19's State Team in a 2016 International Match Series against the Singapore American Football League in Singapore from 23 September – 30 September 2016. Nicholas was a member of Monash University's 2016 Junior Premiership winning gridiron team and was named 'Player of the series'.

Nicholas is seeking \$600 to contribute towards the uniform, equipment and taxes included in Gridiron Victoria's 2016 Tour fees of \$3020.

Recommendation: \$600

That Council approve a National level payment of \$600 to Nicholas Whitehead to contribute towards the costs of participating in 2016 International Match Series against the Singapore American Football League

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

Total recommended grants amount: \$2160

POLICY AND LEGISLATIVE IMPLICATIONS

Not applicable

COMMUNICATION AND ENGAGEMENT

The Foundation for Youth Excellence is advertised through the Council website, Glen Eira News, Glen Eira Youth Services newsletter and Council facebook pages.

LINK TO COUNCIL PLAN

Theme 1: *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.*

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

Not applicable

Moved: Cr Esakoff**Seconded: Cr Silver**

That Council approves the Foundation for Youth Excellence grants as outlined below.

Name	Category	Amount
Aleesha Whittle	Sport	\$600
Dominique Blatherwick	Sport	\$600
Madeleine Stirling	Leadership	\$360
Nicholas Whitehead	Sport	\$600

CARRIED UNANIMOUSLY

ITEM 9.10 NATIONAL DISABILITY SCHEME IMPACT ON THOSE TURNING 65 PRIOR TO 1 APRIL 2018.

Author: *Belinda Jordan, Community Development Officer Metro Access*

File No:

Attachments: *None*

PURPOSE AND SUMMARY

At the Council meeting of 15 November 2016 Council resolved to receive a report on: *“what effect the National Disability Insurance Scheme (NDIS) will have on a Glen Eira resident who will turn 65 before 1 April 2018.”*

This report responds to that resolution and provides a comparison of services offered to people with a disability through the National Disability Insurance Scheme (NDIS) and Commonwealth Home Support Programme (CHSP). A key factor in the comparison is whether people aged over 65 with a disability will be disadvantaged by not being eligible for the NDIS.

RECOMMENDATION

That Council :

1. notes this report;
2. writes to the Minister for Housing, Disability and Ageing to advocate for Glen Eira residents who may be disadvantaged by the NDIS rollout dates and processes.

BACKGROUND

The National Disability Insurance scheme is due to commence in Glen Eira on 1 April 2018. Glen Eira falls in the latter part of a national roll out of the scheme that commenced in July 2016 and will be fully implemented by the July 2019.

In summary, residents who turn 65 prior to 1 April 2018 will not be eligible for services provided under the National Disability Insurance Scheme.

To be eligible for the NDIS a person must be aged less than 65 when they first access the scheme. Residents who are accepted into the NDIS and subsequently turn 65 remain eligible for the NDIS support throughout their lives.

Residents who turn 65 prior to 1 April 2018 will be supported under the Commonwealth Home Support Program which is the Commonwealth program that provides entry-level home support for older people who need assistance to keep living independently.

The finding of the comparison analysis is that the NDIS and CHSP offer very similar services to people with a disability. The major difference is that CHSP services are income tested whereas NDIS is not. Income testing may have some impact on residents receiving CHSP depending on their personal circumstances and level of specialist support required.

ISSUES AND DISCUSSION

NDIS eligibility

Both the disability and aged care sectors in Australia are currently experiencing major reforms. The implementation of the National Disability Insurance Scheme (NDIS) commenced on 1 July 2016 and will roll-out in Glen Eira from 1 April 2018. By July 2019, it is estimated that 105,000 people will transition to the NDIS in Victoria. However, not everyone with a disability will be eligible for the NDIS, including those aged 65 and over.

To be eligible for NDIS a person must meet the following requirements:

- have a permanent disability that significantly affects their ability to take part in everyday activities
- be aged less than 65 when they first access the scheme
- be an Australian citizen, live in Australia and hold a permanent visa or hold a Protected Special Category Visa.

The NDIS will look at the impact a person's impairment has on their life and fund supports that are deemed 'reasonable and necessary'. Mobility, vision, hearing, intellectual impairments will all be covered, as will mental health conditions so long as they have a significant impact on a person's daily life. The average NDIS package is currently approximately \$35,000 per annum

CHSP eligibility

People with a disability who turn 65 before the implementation of NDIS in their area will receive services under the Commonwealth Home Support Program packages system.

The majority of people who have a significant disability and are about to turn 65 currently have a disability Individual Support Package (ISP) The Commonwealth has made a commitment to provide continued support to older people with disability who are over 65 either through existing aged care programs or a new Commonwealth Continuity of Support Program. The continuity of support arrangements will aim to enable clients to continue to receive services, particularly those with an ISP without significant disruption to their support arrangements

Types of support services provided

Both the NDIS and CHSP provide a broad range of services and supports that are determined through an individual assessment process and tailored to meet individual needs and goals.

A comparison of the types of supports that the NDIS and CHSP may fund for participants may include:

ACTIVITY/SERVICE	NDIS	CHSP
• Assistance with daily personal care activities	✓	✓
• Social support and activities	✓	✓
• Help staying physically active	✓	✓
• Transport to enable participation in community, social and daily life	✓	✓
• Transport to enable participation in economic activities (employment)	✓	X
• Help to get or keep employment in the open or supported labour market	✓	X

• Therapeutic supports including behaviour support	✓	*
• assistance with housework, meal preparation	✓	✓
• allied health support such as physiotherapy, podiatry	✓	✓
• home modification design and installation and maintenance	✓	✓
• mobility aids and equipment	✓	✓
• vehicle modifications.	✓	*
• nursing care	X	✓

* These supports may be covered for under 65s through the Commonwealth Continuity of Support Programme. Details are to be advised

The main difference is that the NDIS has a greater focus on social and economic participation, particularly regarding encouraging younger people with disabilities to enter the workforce. However both programs are focused on the individual and give more choice and control to participants than previous models of care.

For the majority of people who have a disability and already receive funding and supports, these will continue with minimal change or disruption.

The intent is that the types of support provided are similar in both schemes. As the broad rollout of the NDIS has only recently commenced it is difficult to determine the extent to which one scheme is likely to provide a greater level of support than the other. Officers are aware that some people with a disability are likely to receive a greater level of support under NDIS. However, this is not necessarily the case for those over 65. Both systems will determine supports based on the individual needs of the person and the outcome of the assessment process undertaken.

Income testing and co-payments

Those who receive NDIS support and turn 65 will continue to be supported by the NDIS. The NDIS is not income tested, however, people who receive services through the Commonwealth Home Support Program are asked to make a contribution to the cost of delivering those services based on their income.

Furthermore the purchase of aids and equipment is significantly different between the two funding sources. The NDIS will currently cover the full cost of major equipment, e.g. a motorised wheelchair and is over and above any service package funding. For the CHSP package funds are capped and if additional funds are required for aids and equipment recipients are required to contribute the additional cost.

Date of entry to the NDIS

The rollout of the NDIS in Glen Eira is 21 months after the initial rollout in the Northern Metropolitan area of Victoria. Thus a Glen Eira resident who turns 65 during that 21 month maybe disadvantaged by the rollout; if they had lived elsewhere then they may have entered the NDIS prior to the 65 year eligibility cut off and thus remained eligible for NDIS throughout their lives.

However as stated above it is difficult to determine the impact on any individual of being in either the NDIS or the CHSP because service in each is dependent on determining individual needs and an assessment process. It would be wrong to conclude that the NDIS for those over 65 will always provide a greater level of service.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

None

POLICY AND LEGISLATIVE IMPLICATIONS

None

COMMUNICATION AND ENGAGEMENT

Council will play an important role in informing the community and supporting transition to the new system through advocacy and practical support where necessary.

LINK TO COUNCIL PLAN

Theme 1: Services to support the community

Theme 8: Community building and engagement

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 the changes to both the aged and disability sectors roll out it is difficult to determine the impact on an individual of being in either the NDIS or the CHSP because service in each is dependent on determining individual needs. However some people, particularly those who have a need for aids and equipment, may be required to make larger co-payments under the CHSP.

A priority for Glen Eira City Council is to ensure that residents are aware of the NDIS, who is eligible and how to register. Council is already collaborating with the National Disability Insurance Agency and other local service providers in the lead up to the roll out in April 2018 and ensuring that residents are aware of the NDIS rollout process.

Moved: Cr Magee

Seconded: Cr Athanasopoulos

That Council:

1. notes this report; and
2. writes to the Minister for Housing, Disability and Ageing to advocate for Glen Eira residents who may be disadvantaged by the NDIS rollout dates and processes. Copies of the letter to be sent to all Federal and State MP's whose seats fall within the municipal boundary of the City of Glen Eira.

CARRIED UNANIMOUSLY

ITEM 9.11 DISABILITY ACTION PLAN 2017-2021

Author: Gaye Stewart

File No: 16/1739791

Attachments: 1. *Disability Action Plan 2017-2021*
2. *Implementation Strategy for the Glen Eira Disability Action Plan 2017-2021*
Appendix 1 – Results of Community Engagement
Appendix 2 - Breakdown of Feedback Received by Consultation Method.

PURPOSE AND SUMMARY

To seek approval for the *Disability Action Plan 2017-2021* and *Implementation Strategy 2017-2021* following the final phase of community engagement.

RECOMMENDATION

That Council adopt the attached *Disability Action Plan 2017-2021* and *Implementation Strategy for the Glen Eira Disability Action Plan 2017-2021*.

BACKGROUND

The Glen Eira *Disability Action Plan 2017–2021* guides Council's efforts to support people with a disability in our community. The *Plan* builds on the achievements of the previous *Disability Action Plan 2013–2016* and incorporates current needs and priorities identified following both research and community consultation.

The *Plan* adopts a whole-of-Council approach focused on building a community that is accessible and inclusive to people of all-abilities. A community where all people can feel welcomed, supported and connected, and which values the diverse needs of its community members.

The *Plan* has been developed following extensive community consultation. This resulted in four key themes being identified:

- Theme 1 – Promote inclusion and participation
- Theme 2 – Increase awareness and help shape community attitudes
- Theme 3 – Create accessible places, spaces and services
- Theme 4 – Enhance opportunities for participation in community

ISSUES AND DISCUSSION

Feedback received in the final phase of community engagement has now been incorporated into the final document. Responses on how feedback was addressed are outlined in Appendix 1.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

Resource allocation for activities outlined in the *Disability Action Plan 2017-2021* is included within councils committed resource allocation.

POLICY AND LEGISLATIVE IMPLICATIONS

The *Disability Action Plan 2017-2021* meets the legislative responsibilities of the *Local Government Act 1989*, the *Victorian Disability Act 2006* and reflects Council's commitment to the principles of the *Equal Opportunity Act 2010*, the *Disability Discrimination Act 1992*, the *Victorian Charter of Human Rights and Responsibilities* and the *United Nations Convention on the rights of Persons with Disabilities*.

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.

Following the first phase of community engagement the Draft Disability Action Plan 2017-2021 was developed. This was then sent out for a final phase of community consultation where community members and local organisations that support people with disabilities in Glen Eira were invited to review the draft *Disability Action Plan* through online, face to face, telephone and written consultation methods.

The consultation methods included two community forums including one at a disability organisation, 10 focus groups, online consultation via Council's *Have Your Say* website that included a survey, quick poll and discussion forum, prepaid feedback postcards distributed across the municipality at cafes, shops and other public places, one to one interviews with local residents who have a disability, a face to face survey at Council's annual Party in the Park event and written and email feedback responses.

A summary of the consultation methods used and the number of respondents can be found in Appendix 2.

LINK TO COUNCIL PLAN

Theme 1: 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.

Theme 8: 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

The *Disability Action Plan 2017-2021* and *Implementation Strategy for the Glen Eira Disability Action Plan 2017-2021* have been amended to incorporate final feedback and are now presented to Council for endorsement.

Moved: Cr Magee

Seconded: Cr Athanasopoulos

That Council adopts the Disability Action Plan 2017-2021 and Implementation Strategy 2017-2021 for the Glen Eira Disability Action Plan 2017-2021 as attached to the report.

CARRIED UNANIMOUSLY

Appendix 1 – Results of Community Engagement.

A total of nine responses were received during the final phase of community engagement for the *Disability Action Plan 2017-2021*.

Overall feedback was highly commending and reaffirmed that many of the strategies and actions that Council had outlined in *the Plan* to support people with disabilities were in line with the community's hopes and values.

Four main themes were identified for further consideration as part of the feedback:

1. The need to improve accessible public transport options for people with a disability (3 responses)
2. The need for a stronger focus on accessible parking options (2 responses)
3. The need for improved accessibility into shops and cafes for people with a disability (2 responses)
4. The need for Council to more actively and accountably evaluate outcomes of the strategies contained in the *Plan* (2 responses)

FINAL COMMUNITY CONSULTATION FEEDBACK RESPONSES	
Feedback	How feedback has been addressed
The <i>Plan</i> should have a stronger focus on accessible public transport. <i>The view was that the municipality needed more accessible public transport services such as accessible local trams.</i>	Council's Sustainable Transport Strategy provides actions focused on advocating for more accessible public transport options.
There is a lack of disabled parking within Glen Eira located close to shops and services.	This feedback was addressed in the development of a new strategy related to parking under Theme 3: <i>6.3.6 Improve accessible parking options around shops and services for people with disabilities in Glen Eira.</i>
There is an ongoing concern around accessibility to shops and cafés.	In relation to the issue of accessibility into buildings, shops and cafes, Council is restricted in the role it can play. There are limited options for access issues related to existing and older buildings which are not required to meet new regulations. In relation to new buildings building permits are approved through private building surveyors and not Council. Private building surveyors are required to assess compliance with the Building Code which regulates access to buildings for persons with a disability. Council approval processes only relate to planning applications and permits. In addressing this feedback Council will seek to strengthen its consideration of accessibility in planning applications by replacing the current measure in Theme 3.2 of the Implementation

	<p>Strategy to:</p> <p><i>Incorporate into the assessment of planning applications (where applicable), access requirements for people with disabilities.</i></p> <p>In addition, action 2.3 in the Implementation Strategy has been modified to specifically include site visits to cafés to assess accessibility:</p> <p><i>“Trial 12 site visits to a representative range of local businesses and cafés by people with disabilities to gather information on accessibility issues (four in Elsternwick, four in Carnegie and four in Bentleigh.”</i></p>
Questions were raised around Council’s commitment to following up and evaluating actions outlined in the Plan.	<p>In response to this feedback, Council has committed to providing information to the community as outlined in the Implementation Strategy under Theme 4:</p> <p><i>Council will provide information to the community outlining the progress and successes of the Disability Action Plan.</i></p>
More attention should be given to employment options for people with disabilities in the community.	<p>Community feedback suggested that Council’s role in employment for people with disabilities was perceived as tokenistic. It should be noted that actions related to employment have been strengthened in this Plan in comparison to previous versions.</p> <p>Employment is covered comprehensively in Theme 4; which specifically addresses employment for people with disabilities:</p> <p><i>6.4.2 Support and encourage local opportunities in employment and economic participation for people with disabilities in Glen Eira.”</i></p>
Council’s commitment to promoting inclusive events should be strengthened. Council should run inclusive events within the municipality.	<p>In response to this feedback an action under the Implementation Strategy was modified to include inclusive events rather than just promotion of inclusive events under Theme 1:</p> <p><i>“Continue to strive to make events inclusive and promote inclusive events to the disability e-network and on Council’s Facebook page”.</i></p>
Council’s art gallery exhibitions are not accessible for people with a disability.	<p>To respond to this issue the Implementation Strategy outlines a specific action in relation to the accessibility of the gallery under Theme 3:</p> <p><i>“Review accessibility of Council’s gallery and make modifications where appropriate.</i></p>

Appendix 2 – Breakdown of Feedback Received by Consultation Method

Consultation Methods	Date(s)	No: of community members that participated and contributed views
Online Consultation - <i>Have Your Say Glen Eira:</i>		
Surveys		17
Discussion Forum		2
Postcards		43
Written Submissions / Emails		18
Phone calls		4
Community Forums (2)		
Community Forum 1 Marriott Support Services	18 April	28
Community Forum 2 DC Bricker	19 April	11
One-on-one interviews	26 April	11
Focus Groups (10)		
	4 April	28
1. Internal cross-divisional meeting	12 April	11
2. Disability respite team meeting	21 April	5
3. Disability Reference Committee	27 April	4
4. Carer's Fitness Group	28 April	8
5. Fast & Furious (GESAC group)	4 May	2
6. Wheelie Fit (GESAC group)	4 May	17
7. Basketball (GESAC group)	5 May	19
8. Manders Villas	11 May	15
9. Leila Road	11 May	14
10. Basketball (GESAC group)		
Party in the Park survey	20 March	52
TOTAL		309



GLEN EIRA
CITY COUNCIL

Disability Action Plan 2017–2021

Glen Eira City Council

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



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Introduction

The Glen Eira *Disability Action Plan 2017–2021* (*the Plan*) will guide Council's efforts to support people with disabilities in our community for the next four years.

The *Plan* will focus on responding to priority issues, which Council can play a role in and will look at advocacy where possible for issues that Council may be in a position to influence.

The *Plan* builds on the achievements of the previous *Disability Action Plan 2013–2016* and incorporates current needs and priorities identified following both research and community consultation.

The *Plan* adopts a whole-of-Council approach focused on building a community that is accessible and inclusive to people of all-abilities. A community where all people can feel welcomed, supported and connected, and which values the diverse needs of its community members.

1.1 Access for all commitment:

The *Plan* is underpinned by a commitment of access for all in Glen Eira:

- we strive for an inclusive society that enables people with disabilities, their families and carers, to fulfil their potential as equal citizens;
- we celebrate abilities rather than focussing on disabilities;
- we recognise the contributions that people with disabilities make to our community;
- we seek and value the opinions of all residents regardless of their ability and believe they are well informed;
- we take action to prevent discrimination;
- we support the rights of individuals to make decisions about the way they live;
- we provide quality services to support those who need them;
- we provide opportunities to improve health, wellbeing and safety; and
- we believe the skills and experience of all community members are valuable and generate a stronger and resilient community.



1.2 Purpose of the Plan

The *Disability Action Plan* aims to promote the rights of people with disabilities, enhance their experiences of community and civic life and provide them, their families and carers with opportunities to improve their quality of living. The *Plan* encourages equitable and dignified access for all and also provides an effective framework to meet the legislative requirements of Council under *The Disability Act 2006*.

1.3 The role of Council

People with disabilities want to live, work and socialise in the same way as everyone else. They want opportunities to reach their full potential and to experience what life has to offer. Like all community members, people with disabilities need education and health care; safe, reliable transport; access to buildings, spaces and places; and support from their families, friends and communities to fulfil their aspirations.

It is recognised that people with disabilities, face additional barriers in participating in community life. Research identifies that people with disabilities are more likely to live in poverty; have fewer educational qualifications; be out of work; experience discrimination, violence and abuse; and be unable to make basic choices about their lives.

Although Council's jurisdiction is limited, Council can play a role to protect the rights of people with disabilities. This can be achieved by providing and planning for accessible and welcoming services, facilities and activities, through advocacy and by promoting positive community attitudes.

The role of Council

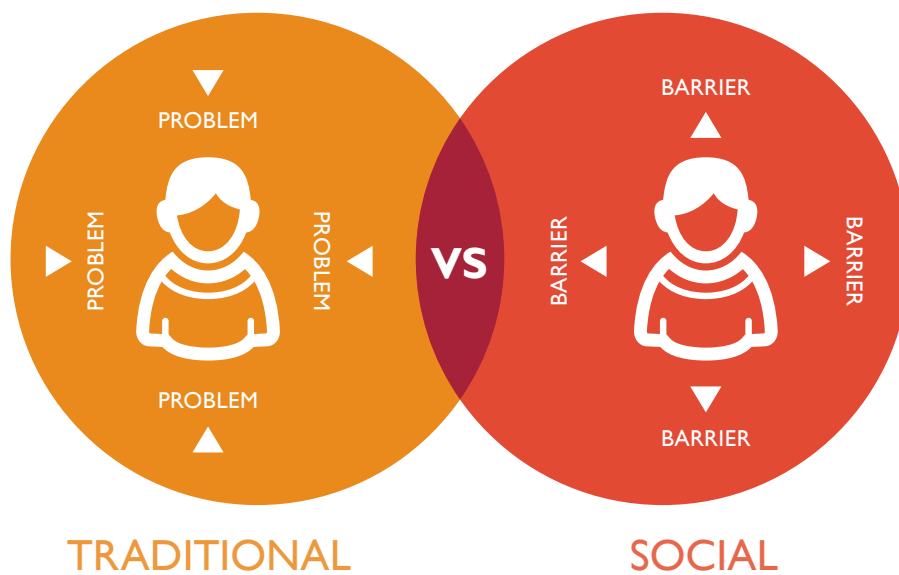
LEADERSHIP	Council will lead by example in regards to services, employment, access, volunteer opportunities and participation for people with disabilities.
PARTNERSHIP	Council will work in partnership with our community, local businesses, service providers, people with disabilities, their families and carers to ensure views of people with disabilities are taken into account and barriers to inclusion and participation are minimised.
ADVOCACY	Council will advocate for people with disabilities to ensure that they have the same access and opportunities as people living without disabilities.
PLANNING	Council will ensure its strategies, actions and behaviours support access and inclusion for people with disabilities.

1.4 A framework for access and inclusion

Council has used the *Social Model of Disability* to guide the development of this *Plan*.

The *Social Model of Disability* is based on the understanding that disability is caused by barriers to participation in community life, rather than by a person's own impairment. It places the person at the forefront and highlights that it is the environment or negative attitudes that are disabling for a people with disabilities. Its emphasis is on dignity, independence and choice.

Utilising the *Social Model of Disability* directs Council's focus toward addressing barriers created by attitudes, practices and structures which limit the opportunities for people with disabilities to fully participate in community life.



1.5 Understanding disability

The term ‘disability’ is an umbrella term which covers many different conditions.

For the purpose of this *Plan*, Council will use the World Health Organisations definition of disability which covers impairments, activity limitations, and participation restrictions.

“An impairment is a problem in body function or structure; an activity limitation is a difficulty encountered by an individual in executing a task or action; while a participation restriction is a problem experienced by an individual in involvement in life situations”.¹

This definition recognises that disability is a complex phenomenon, describing the interaction between features of a person’s body and features of the society in which he or she lives. Overcoming the difficulties faced by people with disabilities therefore requires interventions to remove environmental and social barriers.

Disability affects people of all ages, cultures and backgrounds. The programs and services offered by Council aim to consider the diverse needs of people with disabilities in our community.



¹ <http://www.who.int/topics/disabilities/en/>

02 Policy context for access and inclusion:

The *Glen Eira Disability Action Plan 2017–2021* is guided by State, Commonwealth and International policies.

The *Disability Act 2006* requires all councils to develop disabilities action plan focused on:

- Reducing barriers to persons with disabilities accessing goods, services and facilities;
- Reducing barriers to persons with disabilities obtaining and maintaining employment;
- Promoting inclusion and participation in the community of persons with disabilities; and
- Achieving tangible changes in attitudes and practices which discriminate against persons with disabilities.

The *Local Government Act 1989* requires councils to provide a range of environmental, economic and social services and ensuring resources are used effectively to meet the needs of the local community.

In addition to meeting the legislative requirements of both the *Disability Act 2006* and *Local Government Act 1989*, the *Plan* also commits to the principles of the *Equal Opportunity Act 2010*, *Disability Discrimination Act 1992*, *Disability Act 2006*, *Victorian Charter of Human Rights and Responsibilities* and the *United Nations Convention on the rights of Persons with Disabilities*. This is best achieved through provision of dignified access to services, facilities, programs, planning, communications and employment processes. (For more details on the legislation, see Appendix one).

The *Plan* also takes into account the *Victorian State Disability Plan 2017–2020* that provides the overarching framework to support mainstream services and environments improve the lives of people with disabilities. The key priorities and actions of the *Victorian State Disability Plan 2017–2020* are incorporated under four pillars:

Inclusive communities: ‘I feel included’ — The experience of inclusion is central to social interaction, sharing information and having everyday experiences. For this experience to be possible we need accessible public and social infrastructure, including buildings, public transport and communications to be in place.

Health, housing and wellbeing: ‘I live well’ — Having a stable home and good health and wellbeing are fundamental to a satisfying everyday life. We know there needs to be a significant improvement in access to suitable, affordable housing. Provision of quality, person-centred disability supports, healthcare and other community services is also important.

Fairness and safety: ‘I get a fair go’ — We want to create opportunities for all Victorians. Our responsibility for measures relating to protecting rights and preventing violence, abuse, neglect and exploitation form part of this pillar.

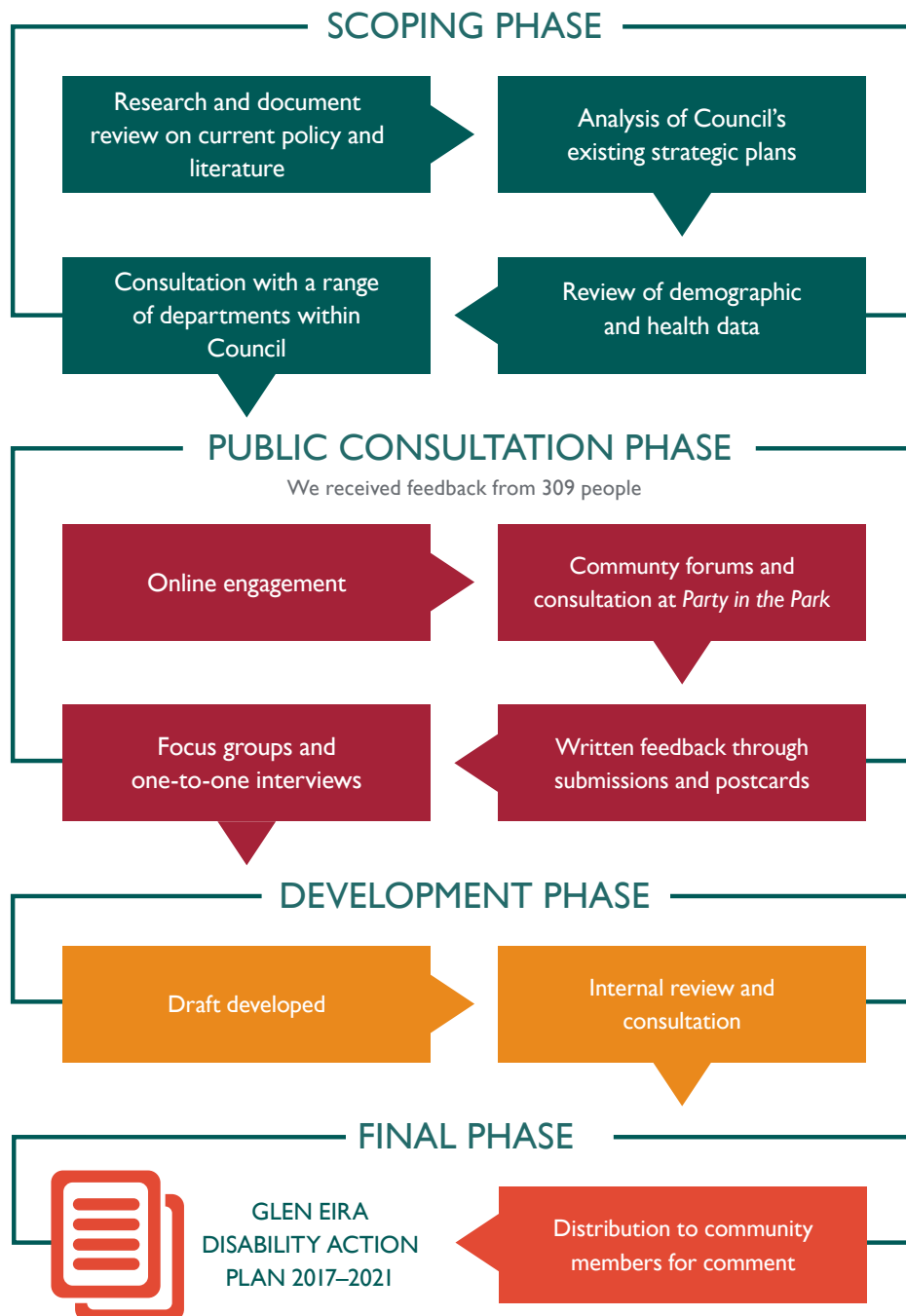
Contributing lives: ‘I contribute’ — We want to ensure people with a disability can participate easily in education, training, community participation and decision making. This pillar also includes access to employment and all aspects of the economy.

Council's *Disability Action Plan 2017–2021* has been developed in accordance with the vision of Council's *Community Plan* — to have an active and involved community with a strong sense of belonging and connection. It also meets the strategic objective identified in the *Plan* for Services to the Community — 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 disabilities'.

The *National Disability Insurance Scheme (NDIS)* will be introduced across Australia by 2018 with the City of Glen Eira to commence in April 2018. This is designed to support people with permanent and significant disability. The *NDIS* supports people over their lifetime, and focuses on giving people with disabilities control over the kind of support they need and when they need it.



03 How this Disability Action Plan was developed

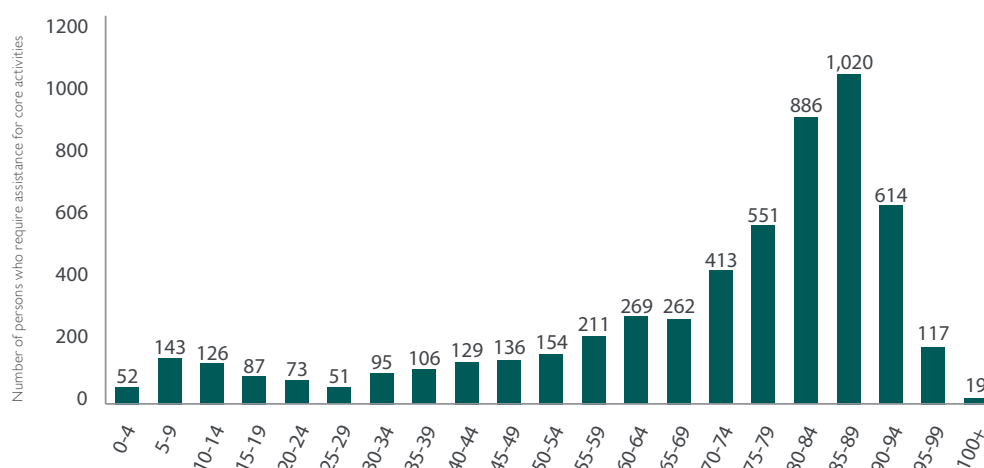


04 People with disabilities in Glen Eira

The 2012 Australian Bureau of Statistics survey on disability, ageing and carers found that across Australia, 18.3 per cent of the population, or one in five persons, reported having a disability. The survey defined disability as any limitation, restriction, or impairment which restricts everyday activities and has lasted or is likely to last for at least six months.²

Profound or severe disability was measured in the 2011 Census by the need for daily assistance with core activities of self-care, mobility and communication. In Glen Eira, 5,574 persons (4.3 per cent of the population) reported requiring daily assistance. The graph shows the distribution across age groups.

Graph 1: Persons in Glen Eira who require assistance for core activities by age group



Source: Australian Bureau of Statistics, Census 2011

The higher proportion of older adults who require daily assistance highlights the need for services to support older people with disabilities and activities to minimise social isolation. The link between ageing and disability, coupled with Glen Eira's ageing population, suggests that the proportion of residents with disabilities in the future will increase.

² <http://www.abs.gov.au/AUSSTATS/abs@.nsf/Latestproducts/A813E50F4C45A338CA257C21000E4F36?opendocument>

³ 2011 Census of Population and Housing, Australian Bureau of Statistics

4.1 What we know about people with disabilities in Glen Eira

- There are 1,140 people with disabilities living in lone person households³.
- 83 per cent of these residents are aged 65+ and 77 per cent are female³.
- 8.2 per cent of people with disabilities are unemployed. The unemployment rate is lower in Glen Eira than the State average (12.8 per cent). This is in line with Glen Eira having a lower unemployment rate (5.6 per cent) and labour force participation rate (6.1 per cent) than the rest of the state (6.9 per cent and 8.0 per cent)³.
- 2,764 Glen Eira residents depend on the Disability Support Pension with the rate of disability increasing with age⁴.
- 12,401 people in Glen Eira (approximately nine per cent of the population) provide unpaid care, help or assistance³.
- Almost two thirds (63.4 per cent) of carers are aged between 45 to 64 years with many in this group providing unpaid assistance on a daily basis³.
- Women with disabilities are more likely to experience violence (compared to women without disabilities) and for more extended periods of time. Women with disabilities face many barriers that prevent them from seeking help, including reliance on the abuser, fear and service gaps in disability/women's agencies⁵.
- LGBTI (Lesbian, Gay, Bisexual, Transgender and Intersex) people with disabilities can face discrimination and exclusion both within and outside LGBTI communities, which further impacts their ability to participate in community activities⁶.
- People with disabilities are more likely to face discrimination. The 2012 survey of disability, ageing and carers found:
 - Men and women reported similar rates of discrimination.
 - Young people with disabilities were much more likely to report discrimination than older people (20.5 per cent compared to 2.1 per cent).
 - Young people were more likely to avoid situations because of their disability than older people.
 - 35.1 per cent of women and 28.1 per cent of men had avoided a situation because of their disabilities.
 - One in 12 people with disabilities in Australia experienced discrimination because of their disability.
 - People with disabilities were significantly less likely to be employed than people without disabilities. Almost half of full-time workers and unemployed people said that they had faced discrimination from an employer, while for part-time workers; just over one-third reported discrimination.

⁴ Centrelink benefits and pensions, 2015

⁵ <https://www.betterhealth.vic.gov.au/health/healthyliving/domestic-violence-and-women-with-disabilities>

⁶ NSW Gay and Lesbian Rights Lobby and City of Sydney, Uncloseting Discrimination: Consultation Report on the Intersections of Discrimination (2012)

05 Meeting the needs of people with disabilities in Glen Eira

Developing a *Plan* to meet the diverse needs of people with disabilities in our community has many challenges. People in Glen Eira live with different impairments, limitations and restrictions including physical, sensory and intellectual with each posing different challenges around access and inclusion. The varied needs of people with disabilities along with the diversity of our population, requires Council to balance needs and provide good governance for all.

5.1 Our progress to date

Over the past decade, much progress has been made towards making Glen Eira an accessible and welcoming community for all. Some achievements include:

- The introduction of disability awareness training on an ongoing basis to all staff across Council, including Glen Eira Sports and Aquatic Centre (GESAC) staff and volunteers.
- The development of strong partnerships with local disability support services.
- Regular inclusion of articles in *Glen Eira News* promoting positive stories of people in the community with disabilities and promoting inclusion of children with disabilities.
- The introduction of Braille and Auslan *StoryTime* sessions in libraries.
- A successful trial of accessible technology in Carnegie Library and Community Centre resulting in the purchase of a desk top magnifier.
- The completion of Physical Access Audits in Council buildings.
- The updating of mobility maps, posted on Council's website.
- A refurbishment program implemented to improve accessibility of Council buildings based on the Physical Access Audits.
- The rollout of the disability awareness program delivered in primary schools.

(For a more detailed summary of achievements from the *2013–2016 Disability Action Plan*, see Appendix two).

5.2 What our community told us

This *Disability Action Plan 2017–2021* was developed through widespread consultation with the community, including people with disabilities; parents, family members and carers of people with disabilities; Council staff; and local disability service providers.

Discussion was based around identifying important issues that impact people with disabilities in our community and included access to Council services; community attitudes and barriers; and what would make people with a disability feel more included in community life.

More than 300 people participated in the consultation process. The most prominent themes they identified were:

- more opportunities for social connection, involvement and inclusion;
- accessible buildings, shops, facilities, amenities and transport;
- the need to change community attitudes through awareness raising,
- training/education and making people with disabilities more visible in the community;
- more opportunities for employment, volunteering and ongoing education;
- accessible information about services, events and activities available in a range of formats;
- more designated accessible parking and better monitoring of designated accessible parking; and
- stronger Council leadership in promoting the value of people with disabilities.

The approach to incorporating ideas expressed by the community focuses on action within Council's realm of responsibility as the conduit for information, provider of services and advocate for the local community.





5.3 Where do we want to be?

This *Plan* is designed to guide how Council will ensure people with disabilities are provided with opportunities to fully participate in all aspects of community life in Glen Eira.

Drawing on what we know from research and from what the Glen Eira community have told us, this *Plan* sets out key priority areas for action within Council's realm of influence. The *Plan* commits to advocate on behalf of the community on issues which are beyond Council's control.

Council recognises that many of the difficulties experienced by people with disabilities arise primarily from the attitudes, structures and practices that prevent people with disabilities from experiencing equal status, economic participation and social inclusion. This *Plan* aims to assist people with disabilities to have greater access and involvement in community life including social, employment and volunteering opportunities. In order to achieve this, the *Plan* will include activities to raise awareness of the challenges people with disabilities face, as well as building the capacity of organisations and the broader community.

The built environment is a key factor in enabling or inhibiting a person's ability to engage with their community and access social, health and wellbeing services. As a provider of community infrastructure, Council can continue to provide and maintain accessible footpaths, roads, crossings, car parking, street furniture, community centres, sport and recreational facilities.

In order for people with disabilities, their families and carers to make informed decisions and to have full access to the services, supports and opportunities available to them, it is important that information is available in a range of accessible formats.

With a large proportion of the community requiring assistance and much of this assistance provided by unpaid carers, it is important that the needs of this group are also considered in this *Plan*. By providing respite, relevant information and health and wellbeing activities Council can help to support those who support others.



06 How do we get there?

This *Disability Action Plan* will build on the achievements and outcomes of Council's two previous disability action plans, whilst incorporating emerging issues, themes and current best practice frameworks.

Council's vision for Glen Eira to be an active and involved community, with a strong sense of belonging and connection is reflected in this plan. Council promotes inclusion at all levels and recognises the rights and specific needs of Aboriginal and Torres Strait Islander people, culturally and linguistically diverse communities, people with disabilities and LGBTI community members in all priority areas and strategies contained in the *Plan*.

Priorities

The *Disability Action Plan* identifies four key priorities, which will incorporate a range of activities where Council can influence the health and wellbeing and participation in community life of people with disabilities. Its focus will be on minimising the challenges and needs that have been identified through research and community consultation.

The *Plan* will provide opportunities for people with disabilities, their carers and families to achieve the best possible outcomes within an inclusive and supportive community.

The four priorities of the *Disability Action Plan 2017–2021* are:



6.1 Theme one

Council provides a comprehensive range of quality, accessible and community building programs and services to meet the needs of people with a disability in Glen Eira (Appendix three). Local opportunities and choices for social connection, involvement and inclusion are essential for people with disabilities to actively participate in community life.

01

STRATEGIC OBJECTIVE

To deliver inclusive and accessible programs and events which are responsive to the needs and aspirations of people with disabilities, their families and carers and encourage and enable social connections within the community.

Promote inclusion and participation

Strategies

- 6.1.1 Promote inclusion and raise awareness of issues of discrimination experienced by people with disabilities, including people with disabilities who identify as Aboriginal, Torres Strait Islander people, culturally and linguistically diverse communities and LGBTI (Lesbian, Gay, Bisexual, Transgender and Intersex).
- 6.1.2 Ensure that Council events are accessible to all members of the community.
- 6.1.3 Ensure that key Council information and publications are accessible and available in a range of formats.
- 6.1.4 Identify opportunities for partnerships with local networks, service providers and community groups around activities for social connection and inclusion.
- 6.1.5 Develop strategies to ensure information about local support services, activities and events reaches people with disabilities in Glen Eira.

6.2 Theme two

People with a disability want to be accepted and included in a respectful and welcoming community which celebrates diversity.

Awareness raising and education initiatives increase staff and community awareness around inclusive practices and promote acceptance within the community.

02

STRATEGIC OBJECTIVE

To promote positive attitudes within the community and increase community awareness around issues faced by people with a disability.

Increase awareness and help shape community attitudes

Strategies

- 6.2.1 Provide training and education for Council staff and volunteers and raise awareness of the barriers people with disabilities may face and strategies to support them.
- 6.2.2 Provide training and education for the community around accessibility, communication and general disability awareness.
- 6.2.3 Engage local businesses to be more aware of access and inclusion.
- 6.2.4 Recognise and promote the abilities of people with disabilities and the contribution that they make to the community.

6.3 Theme three

Well maintained infrastructure such as roads, footpaths and parklands make it easier and safer for people with disabilities to move about the community. People need to be able to get to and move around in buildings, places and spaces in order to be able to study, work, enjoy leisure, use shops and services, and visit family and friends.

03

STRATEGIC OBJECTIVE

To create inclusive and accessible places, spaces and services which are responsive to the needs and aspirations of people with disabilities, their families and carers.

Create accessible places, spaces and services

Strategies

- 6.3.1 Improve the accessibility of Council buildings and facilities.
- 6.3.2 Ensure access is embedded in all Council planning and building initiatives.
- 6.3.3 Provide and promote equitable access to Council services and programs, which are responsive to the needs of people with disabilities, their families and carers.
- 6.3.4 Provide opportunities for people with disabilities to contribute to Council's planning processes and to raise issues.
- 6.3.5 Improve accessible parking options around shops and services for people with disabilities in Glen Eira.

6.4 Theme four

Many people with disabilities would like to work but face barriers securing employment. Employment as well as volunteering, provides an opportunity to make friends, develop networks, build confidence and a sense of self, acquire new skills and contribute to society.

Council is in a strong position to influence and advocate for the needs of people with disabilities in Glen Eira. By leading by example and providing community awareness, Council can help to change community attitudes and ensure Glen Eira is a welcoming and inclusive community for all.

04

STRATEGIC OBJECTIVE

To enhance opportunities for people with disabilities in Glen Eira to participate in employment and volunteering and enhance opportunities that improve their sense of belonging, connection and value within the community.

Enhance opportunities for participation in civic life

Strategies

- 6.4.1 Be a role model employer, introducing strategies to increase the representation of people with disabilities across Council's workforce.
- 6.4.2 Support and encourage local opportunities in employment and economic participation for people with disabilities in Glen Eira.
- 6.4.3 Enhance volunteering opportunities for people with disabilities within Council.
- 6.4.4 Advocate for the needs of people with disabilities to reduce barriers to participation, such as housing and infrastructure development.
- 6.4.5 Facilitate and participate in networks which strengthen Council's ability to identify and respond to issues.





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Appendix one

Policy context

The *Glen Eira Disability Action Plan 2017–2021* is guided by the following policies and legislation:

International

The United Nations Convention on the Rights of Persons with Disabilities

The United Nations Convention on the Rights of Persons with Disabilities protects the rights of all people with a disability around the world. The *Convention* identifies the human rights of people with disabilities and the obligation of countries that are signatories to the Convention to promote and protect these rights. Australia was one of the first countries to sign the *Convention* when it was opened for signature on 30 March 2007, and ratified the Convention on 17 July 2008.

The Convention is guided by the following principles:

- respect for inherent dignity, individual autonomy including the freedom to make one's own choices and independence of persons;
- non-discrimination;
- full and effective participation and inclusion in society;
- respect for difference and acceptance of persons with disabilities as part of human diversity and humanity;
- equality of opportunity;
- accessibility;
- equality between men and women; and
- respect for the evolving capacities of children with disabilities and respect for the right of children with disabilities to preserve their identities.



Commonwealth

Disability Discrimination Act 1992

The Disability Discrimination Act 1992 covers all levels of Government in Australia and makes it unlawful to discriminate against people with a disability. The Act also makes it unlawful to discriminate against people who are an associate of a person with a disability such as a friend, partner, carer or family member of the person.

The objectives of the Act are to eliminate, as far as possible, discrimination against persons on the grounds of disability in the areas of:

- work, accommodation, education, access to premises, clubs and sport;
- the provision of goods, facilities, services and land;
- existing laws;
- the administration of Commonwealth laws and programs;
- to ensure, as far as practicable, that persons with disabilities have the same rights to equality before the law as the rest of the community; and
- to promote recognition and acceptance within the community of the principle that persons with disabilities have the same fundamental rights as the rest of the community.

Australian Standards

The Australian Standards is the nation's peak non-Government standards organisation. It is charged by the Commonwealth Government to meet Australia's need for contemporary, internationally aligned standards and related services.

Building Code of Australia

The *Building Code of Australia (BCA)* is produced and maintained by the Australian Building Codes Board on behalf of the Australian Government and State and Territory Governments.

The BCA regulates access to and within buildings and it is uniform throughout Australia. The BCA regulations are a minimum requirement only and are not sufficient to ensure that premises are accessible to everyone. The BCA states broad requirements for access and refers to Australian Standards for detail of the technical specifications.

State

The Disability Act 2006

The Disability Act 2006 is the new legislation for people with disabilities in Victoria and provides for:

- a stronger whole-of-government, whole-of-community response to the rights and needs of people with a disability; and
- a framework for the provision of high quality services and supports for people with a disability.

The *Disability Act 2006*, Section 38 states that:

1) A public sector body must ensure that a disability action plan is prepared for the purpose of:

- a) reducing barriers to persons with a disability accessing goods, services and facilities;
 - b) reducing barriers to persons with a disability obtaining and maintaining employment;
 - c) promoting inclusion and participation in the community of persons with a disability; and
 - d) achieving tangible changes in attitudes and practices which discriminate against persons with a disability.
- 2) Any plan lodged by a public sector body or a council with the Human Rights and Equal Opportunity Commission in compliance with Part 3 of the *Commonwealth Disability Discrimination Act 1992*, is to be taken to be a disability action plan prepared by that public sector body or council for the purposes of this section.
 - 3) A public sector body must report on the implementation of their disability action plan in its annual report.
 - 4) If a council determines to prepare a disability action plan, the disability action plan should be consistent with this section.
 - 5) If a council determines not to prepare a disability action plan, the council must ensure that the matters referred to in sub-section (1) are addressed in the council plan prepared under the *Local Government Act 1989*.

The Victorian State Disability Plan 2017–2020

Absolutely everyone

The *Victorian State Disability Plan 2017–2020, Absolutely everyone* outlines State Governments vision for an inclusive Victoria, which supports people with disabilities to live satisfying everyday lives.

The *Plan* contains a range of actions for achieving greater inclusion, working in partnership with the community and tackling negative attitudes and barriers that people with a disability deal with on a daily basis.

The *Plan* sets out the Victorian Government's priorities and actions for achieving inclusion, which are incorporated under four key pillars:

- inclusive communities;
- health, housing and wellbeing;
- fairness and safety; and
- contributing lives.

The *Plan* focuses on key areas to drive change, including adopting a universal design approach, changing attitudes, working with community to address barriers to participation, increasing access to affordable housing, public transport, schools and jobs. It also outlines how the Victorian Government will continue to support people with disabilities, regardless of whether or not they are *National Disability Insurance Scheme* participants.

Equal Opportunity Act 2010

The *Equal Opportunity Act 2010* took effect in August 2011. This new *Act* replaces the *Equal Opportunity Act 1995* and strengthens discrimination laws in Victoria. The objectives of the *Equal Opportunity Act 2010* are to encourage the identification and elimination of discrimination, sexual harassment and victimisation and their causes, and to promote and facilitate the progression of equality. It is unlawful to discriminate against a person on the basis of various attributes such as impairment, in services provided by a government department, State owned enterprise or municipal councils.

Victorian Charter of Human Rights and Responsibilities

The Victorian *Charter of Human Rights and Responsibilities* is to protect and promote human rights through:

- setting out the human rights that Parliament specifically seeks to protect and promote;
- ensuring that all statutory provisions, whenever enacted, are interpreted so far as is possible in a way that is compatible with human rights;
- imposing an obligation on all public authorities to act in a way that is compatible with human rights;
- requiring statements of compatibility with human rights to be prepared in respect of all Bills introduced into Parliament and enabling the Scrutiny of Acts and Regulations Committee to report on such compatibility;
- conferring jurisdiction on the Supreme Court to declare that a statutory provision cannot be interpreted consistently with a human right and requiring the relevant Minister to respond to that declaration.

Local Government

Local Government Act 1989

Local Government in Victoria is administered under the *Local Government Act 1989*. Local Government is responsible for providing a range of environmental, economic and social services and ensuring resources are used efficiently and effectively to meet the needs of the local community.

Specifically 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 that 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.

Appendix two

Achievements of the Disability Action Plan 2013–2016

There were some positive achievements that the *Disability Action Plan 2013–2016* delivered to improve inclusion and accessibility in Glen Eira. The highlights according to each priority area include:

Promoting dignity and respect

- Disability awareness training introduced on an ongoing basis to all staff across Council, Glen Eira Sports and Aquatic Centre and all volunteer staff. Training focusses on raising awareness on the rights of people with a disability and the daily barriers they may face. Job-specific training is also delivered to certain staffing groups.
- All front counter customer service staff resourced on disability services and information to relay to community members on the accessible features of Council facilities.
- Strong partnerships developed with local disability support services, including Marriott Support Services, Scope, Yooralla, Marillac and Jewish Care.
- An average of four articles per year in *Glen Eira News* featuring the services and programs of disability support partner organisations and another four articles promoting positive stories of community members with disabilities.
- Annual celebration of *International Day of People with Disabilities*, involving a Come and Try Day at Glen Eira Sports and Aquatic Centre.
- Accessible sensory friendly movies for people with autism commenced in 2014 and continue to be run regularly.
- Braille and Auslan *StoryTime* sessions introduced at Carnegie Library and Community Centre and Bentleigh Libraries.
- *Access for All* information provided to local businesses and exemplar businesses recognised for their accessibility with an *Access 4 All Award*. Nineteen businesses awarded in 2014 and 21 in 2015.
- The *Missed Business Guide* updated, disseminated to local businesses and promoted.

Service delivery and social inclusion/connectedness

- More than 50,000 meals delivered annually to frail older residents and residents with disability unable to prepare a meal on their own behalf.
- More than 27,000 hours of Social Support provided annually to frail older residents and residents with disability.
- An 'accessible events checklist' developed, and distributed widely across Council and community groups to assist in the convening of events and activities that are accessible to all.
- Ongoing engagement with the community to improve Council's understanding of the accessibility of Council services and buildings to identify opportunities for improvement. A community survey held in 2014 and consultations with community houses in 2014, Community Access Network in 2015 and a survey of Council's Community Care clients in 2015.
- A successful trial of accessible technology in Carnegie Library and Community Centre.
- Approximately 48,000 maternal and child health visits conducted over the life of the Plan to improve early identification of children's development needs.
- Thirteen articles published in *Glen Eira News* over the life of the Plan promoting the inclusion of children with disabilities and providing information on the services available.
- An audit of the accessibility of Council's Family Day Care services conducted in December 2013, exceeding National Standards in all quality areas.
- All Maternal and Child Health Centres in the municipality audited for accessibility.
- Ongoing engagement with disability employment organisations to promote people with disabilities into the workforce. Engagement of people with disabilities in Council programs as volunteers at events and presenters in the *Disability Awareness in Schools Program*.

Information and communication

- The National Relay Service utilised since 2013, staff trained in its use and service promoted.
- A disability services resource list for community developed and posted on Council's website.
- The *Companion Card Scheme* now accepted at Glen Eira Sports and Aquatic Centre and Council's arts programs. The *Scheme* is promoted on Council's website, in *Glen Eira News* and on events brochures.
- A mobility map of the municipality developed, updated in an accessible format and posted for community members on Council's website.
- Council services listed on the *Villa Maria* app, launched in December 2013.
- Four *Connect* newsletters produced annually and disseminated to community groups/networks, featuring articles designed to assist community groups to ensure events are accessible.

Accessible built environments

- A rolling program of Physical Access Audits undertaken with approximately 20 conducted annually to ensure Council infrastructure is accessible to the whole community.
- A refurbishment program to improve accessibility across Council buildings: some improvements include an access compliant toilet at Godfrey Street Community House; accessible ramps and handrails at the Glen Eira Toy Library; new handrails and tactile ground surface indicators to stairs and decking at Caulfield Recreation Centre; and improved physical access at Bentleigh Senior Citizens Centre and Murrumbeena Family Centre.
- Buildings and Properties staff trained in understanding disability access legislation and standards.
- Processes put in place to ensure building works meet *Disability Discrimination Act* standards.
- More than 200 footpath trading inspections conducted and audits undertaken on footpaths and accessible parking bays.
- Evacuation and emergency plans for Council facilities reviewed and updated to ensure the needs of workers and visitors with disability are met.
- Council's engagement strategy updated to recognise the need to offer multiple avenues for feedback to cater for the inclusion of people with disabilities.

Leadership and advocacy

- Facilitation of Glen Eira Community Services Disability Reference Committee, six times a year.
- Successful advocacy for and securing of, more than \$400,000 from State and Federal Governments for road safety and taxi rank improvement.
- Participation in the *Inquiry into Social Inclusion and Victorians with Disability 2013*, the State disability action plan consultation and consultation around grade separation works in the municipality to champion the interests of community members with disability.
- Engagement with community groups to assist in capacity and leadership development:
 - To design and implement the *YouMeUs* program for Glen Eira's four community houses.
 - To run an ongoing fitness program for carers in partnership with Caulfield Recreation Centre.
 - To deliver a succession of school visits under the *Disability Awareness in Schools Program* in partnership with local schools (eight schools in 2014, 10 schools in 2015).
 - To assist in the expansion of the *Ambassador* program in partnership with Marriott Support Services.



Appendix three

Council services that support people with disabilities

Council offers a range of services that support the local community and provide people with disabilities with a sense of inclusion and belonging.

MetroAccess Disability Program

MetroAccess is a community building program that promotes equal access and inclusion of people with disabilities. A Council project officer is responsible to assist the community to include people with disabilities and their families and carers by developing and implementing responses to community priorities, to support service providers to assist accessibility and inclusiveness for people with disabilities and help improve community understanding. A *MetroAccess Plan* is developed that sets out actions and strategies to address barriers to equitable participation by people with disabilities.

Disability Reference Committee

Glen Eira City Council facilitates a Disability Reference Committee that is made up of 10 members.

The 10 members consist of six community representatives who are either residents with disabilities, or a family member or carer of people with disabilities; two community representatives from disability service organisations within the Glen Eira municipality; and two Council officers representing Glen Eira City Council.

The Disability Reference Committee meets bi-monthly and the purpose of the committee is:

- to represent the interests of people with disabilities, their family and carers at the local level;
- to provide advice to Council to enable a considered response to issues affecting people with disabilities who live, work, undertake recreation or study within the Glen Eira community; and
- to act as a resource to Council on matters relating to inclusion and access for people with disabilities, their family and carers.

Social Support Program

Council's *Social Support Program* provides frail aged and people with disabilities opportunities for friendship and social activities in a supportive environment. Run by skilled and experienced staff, the Program encourages people to participate in a variety of activities, depending on individual interests. Activities include exercises, relaxation, music therapy, creative art, outings, cooking and gardening.

Respite Care

Respite Care aims to provide carers of children with disabilities with a break from their caring role. Respite Care can be provided as planned regular respite, emergency respite or occasional respite (including evenings and weekends). The Service can be provided in the home or if preferable, the person being cared for can be taken out into the community for an activity.

Home Support

The *Home Support Program* provides basic maintenance and support services, which are cost effective and meet the needs of individuals so they can remain living in the community. Council contributes significant funds and resources to Home Support services, and consumers pay a minimal fee.

In Home Support

Council's In Home Support Service assists residents with essential house cleaning tasks required to maintain a comfortable and healthy home environment. It also includes a personal care service for residents, providing practical assistance with daily living tasks, which are personal in nature and which a person is unable to do on their own behalf, including showering, toileting, eating and mobility.

Council's In Home Support Service currently provides more than 94,000 hours of assistance annually to frail, elderly seniors and people with disabilities.

Property Maintenance

The Property Maintenance Service provides more than 5,000 hours of assistance to residents to help maintain a safe, secure and healthy living environment by undertaking handyman tasks. This Service is available to frail older people and people with disabilities.

Delivered Meals Service

This Service, sometimes referred to as meals on wheels, provides home-delivered meals to residents who, because of frailty, disability or ill health, are unable to prepare a meal on their own behalf. Council currently delivers more than 75,000 meals to frail, older adults living in Glen Eira.

Community Grants Program

Glen Eira City Council's *Community Grants* Program supports and assists not-for-profit community based groups to implement projects and activities that meet identified priorities and strengthen the Glen Eira community. High priority is given to applications that are accessible and inclusive and support people who have disabilities to participate in community life.

Family, Youth and Children's Services

Council's Maternal and Child Health Service is available for all families with children from birth to school age. Services include home and early childhood education centre visits focused on prevention, health promotion, early detection and intervention. Council identifies children and families who require further assessment, intervention, referral and/or support and links them to appropriate services and programs.

Council's Early Learning Centres and Family Day Care programs provide families and children access to high quality care and education in a small group environment. Educators are supported by the Victorian Inclusion Agency to provide individualised, supported and inclusive programs for children with disabilities.

Glen Eira's Youth Services offer a diverse range of accessible, supported and inclusive programs for children 10–25 years old, including *Plugged In*, *Press Start* and holiday programs.

Libraries and Learning Centres

Glen Eira's four Libraries and Learning Centres offer a range of programs and resources which cater for the diverse needs of the community, including the Home Library Service which brings the library's resources into the homes of frail, older people and people with disabilities who are unable to access the branches (residents of Glen Eira only).

Glen Eira Sports and Aquatic Centre (GESAC)

GESAC is a highly accessible facility for all members of the community to enjoy. Accessible features included ramp access; beach or pool hoist access to all pools; change rooms with overhead hoist facilities; and elevator access to the first floor.

Council and Marriott Support Services received a \$500,000 grant from the Department of Human Services to develop GESAC into a highly accessible venue for people with disabilities. This includes the provision of a range of special needs programs across all areas of the facility for any persons to be able to participate and comprehensive disability training for all of the GESAC staff.

The programs include:

Swim School Unlimited

GESAC's *Swim School Unlimited* program has been specially designed to cater for people with special needs who wish to learn vital swimming and water safety skills in a welcoming environment. A large focus of the program is inclusion. Wherever possible, participants are taught within the mainstream lessons creating a social and educational environment for all swimmers. All GESAC aquatic education teachers undertake disability awareness training as part of their employment.

Group Fitness Unlimited

Group Fitness Unlimited is a low impact, low-medium intensity freestyle workout available for people with a physical or intellectual disability. The workout is flexible and can be adapted to accommodate people of all-abilities in a fun and friendly environment.

Currently there are two types of exercise sessions available as part of the *Group Fitness Unlimited* program. The '*Fast and Furious*' sessions consist of boxing exercises, running, repetitive weights and some spin, treadmill and gym equipment use. The *Hot Wheels* class is mainly suited to people who use a wheelchair and want to work on strength, co-ordination and flexibility.

Sports Unlimited

In partnership with Marriott Support Services, GESAC runs a basketball program that is a combination of training and competition with a social program that allows participants with special needs to build new skills. The basketball games are modified and adapted to suit all abilities and promotes fun, fitness and a team sport culture.

Building permits

All building permit applications for commercial works are assessed to ensure compliance with the *Building Code of Australia 2007: Part D3 — Access* for people with disabilities.







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GLEN EIRA
CITY COUNCIL

Implementation Strategy for the Glen Eira Disability Action Plan 2017–2021

This *Implementation Strategy* is the companion document to Council's *Disability Action Plan 2017–2021*. It sets out how Council will work towards meeting the priorities and strategies identified in the *Plan*.

The *Disability Action Plan* itself is the result of comprehensive community engagement. The four priorities listed in the *Plan* and the associated strategies, reflect what the community told us was important:

Theme one — Promote inclusion and participation

Theme two — Increase awareness and help shape community attitudes

Theme three — Create accessible places, spaces and services

Theme four — Enhance opportunities for participation in community life



This *Implementation Strategy* details how we will progress the *Plan* and measure our success. Implementation will be reviewed annually to ensure the *Plan* stays reflective of feedback and the needs identified by the Glen Eira community.

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

Theme one — Promote inclusion and participation

Strategy	Action	Measure	Timeline
I.1 Promote inclusion and raise awareness of issues of discrimination experienced by people with disabilities, including people who identify as Aboriginal, Torres Strait Islander people, culturally and linguistically diverse communities and LGBTI (Lesbian, Gay, Bisexual, Transgender and Intersex).	Consult with cultural and diversity groups in Glen Eira.	Meetings held with two diversity groups.	Annually
	Promote organisations which support diversity groups in Glen Eira.	Organisations identified and included in Council's Disability Service Provider Register on its website.	Ongoing
	Deliver inclusive events and promote inclusive events to the disability e-network and on Council's Facebook page.	Continue to strive to make events inclusive and promote inclusive events to the disability e-network and on Council's Facebook page.	Ongoing
I.2 Ensure that Council events are accessible to all members of the community.	Deliver public events and activities that are accessible and inclusive of people with disabilities.	Accessible Events Checklist available on intranet and featured on landing page two times a year.	Annually
		Four sensory friendly activities such as sensory friendly movies held each year.	Annually
	Conduct an accessibility audit of one Council event.	All <i>Party in the Park</i> events are assessed using Council's Accessible Events Checklist and advertised as accessible.	As required
	Promote the availability and use of the Companion Card to encourage eligible people to participate in community events and festivals.	Companion card promoted on website and in <i>Glen Eira News</i> .	Ongoing
I.3 Ensure that key Council information and publications are accessible and available in a range of formats.	Investigate opportunities to provide Council information in audio format.	Investigation complete and recommendations made.	2018
	Provide selected Council forms online in accessible formats.	Four Council forms available to complete in online format.	2018
	Develop a section in Council's corporate <i>Style Guide</i> on good practice communication and accessible formatting.	Publish accessibility section for inclusion in Council's corporate <i>Style Guide</i> .	2017

I.4 Identify opportunities for partnerships with local networks, service providers and community groups around activities for social connection and inclusion.	Partner on inclusive and disability specific programs, activities and events.	Two partnership activities or programs focused on inclusion implemented each year.	Annually
	Work with community based groups to increase their capacity to include people with disabilities in their programs.	One project that incorporates inclusion initiatives trialled each year.	Annually
	Continue partnership with Marriot Support Services to provide comprehensive disability awareness and inclusion training to all Glen Eira Sports and Aquatic Centre staff.	Budget is allocated to continue the partnership and embed training in our operations.	Annually
I.5 Develop strategies to ensure information about local support services, activities and events reaches people with disabilities in Glen Eira.	Promote what's on in our community through disability networks.	Inclusive activities are included in Glen Eira publications four times per year.	Annually
	Review and enhance disability related information provided on Council's website.	Disability section of Council's website reviewed and updated.	Annually
	Develop a distribution plan to ensure information reaches people with disabilities.	Implement targeted distribution plan for Council publications, events and activities.	2017

Theme two — Increase awareness and help shape community attitudes

Strategy	Action	Measure	Timeline
2.1 Provide training and education for Council staff and volunteers to raise awareness of the barriers people with disabilities may face and strategies to support them.	Provide disability awareness training to staff.	Three disability awareness sessions delivered to staff each year.	Annually
		Review disability awareness information and resources provided during induction for all new staff.	2017
		One specialised disability training session per year for four business units across Council such as Glen Eira Sports and Aquatic Centre, Home Support, Public Health, Customer Service and Buildings and Properties.	Annually
	Provide disability awareness training to Council volunteers to ensure disability access and inclusion is recognised throughout the volunteering environment.	Two sessions held for Council volunteers on relevant topics.	2018 and 2020
2.2 Provide training and education for the community around accessibility, communication and general disability awareness.	Provide sessions to improve community awareness.	Two community awareness/information sessions delivered each year.	Annually
		Two parent information sessions delivered each year.	Annually
		Two articles in Council's monthly newspaper — <i>Glen Eira News</i> — promoting community awareness around disability.	Annually
	Deliver a disability awareness in schools program.	Schools program delivered to 10 primary schools each year.	Annually
	Utilise people with disabilities in delivering training/education where possible.	People with disabilities involved in four training/education initiatives.	Annually

2.3 Engage local businesses to be more aware of access and inclusion.	Provide local businesses with resources on inclusive practices.	Information distributed to 25 local businesses.	2017
	Trial 12 site visits to a representative range of local businesses and cafés by people with disabilities to gather information on accessibility issues (four in Elsternwick, four in Carnegie and four in Bentleigh).	Trial completed and response utilised to develop a future engagement strategy for local businesses.	2017
2.4 Recognise and promote the abilities of people with disabilities and the contribution that they make to the community.	Raise awareness of disability issues, trends and news by publishing material in Council publications and on Council's website.	Develop an awareness tool and/or video for raising awareness in Council or in the community.	2017
		Two articles in Council's monthly newspaper — <i>Glen Eira News</i> — promoting the abilities of people with disabilities.	Annually
		One disability related article published in <i>Foodline</i> each year.	Annually
	Develop and implement activities, which celebrate <i>International Day of People with Disability</i> .	One activity held each year to promote <i>International Day of People with Disability</i> .	Annually
	Promote good models of inclusive practices throughout the community.	Two examples of good practice promoted in Council's monthly newspaper — <i>Glen Eira News</i> — each year.	Annually

Theme three — Create accessible places, spaces and services

Strategy	Action	Measures	Timeline
3.1 Improve the accessibility of Council buildings and facilities.	Implement ongoing program of refurbishment/ retrofitting works as identified during access audits conducted in 2013–2015.	Audit recommendations reviewed annually and schedule of works on at least four sites developed and implemented.	Annually
	Improve signage at Council buildings.	Signage of three Council facilities updated each year in compliance with Australian standards.	Annually
	Review accessibility of Council's gallery and make modifications where appropriate.	Review conducted and recommendations implemented.	2017–2018
	Keep National Accessible Public Toilets map up-to-date and available on Council's website.	Map reviewed and updated each year.	Annually
	Audit accessible parking bays and plan for upgrade and renewal.	Audit completed of accessible parking bays in Council's reserves and off-street car parks.	2017
		Develop business case to fund upgrade/renewal of accessible parking bays in Council off-street car parks.	2017
	Provide accessible infrastructure in parks such as playgrounds and pathways.	Meet best practice guidelines for universal access and all ability design principles, where possible.	Ongoing
3.2 Ensure access is embedded in all Council planning and building initiatives.	Encourage developers to consider access when preparing planning applications.	Incorporate into the assessment of all planning applications (where applicable) access requirements for people with disabilities.	2017
	Increase awareness of the availability of portable hearing loops at Council's Service Centre and in the Auditorium located at Glen Eira Town Hall.	Signage displayed in Council's Service Centre.	2017
		Promotion on event flyers for events held in Auditorium.	2017
		Promotion on Council's website.	2017
	Universal access consideration in planning all new Council buildings, which meet the needs of users of the facilities.	Checklist of access initiatives incorporated in all new buildings to meet specific user needs.	2019

3.3 Provide and promote equitable access to Council services and programs, which are responsive to the needs of people with disabilities, their families and carers.	Survey disability respite service users to ensure satisfaction of the program.	Satisfaction of more than 80 per cent.	Annually
	Offer library programs and resources, which meet a range of needs including <i>Mother Goose</i> , Auslan <i>StoryTime</i> , online and electronic services, and a home library service.	Four disability friendly initiatives implemented in libraries each year.	Annually
	Promote attendance at Maternal and Child Health Key Ages and Stages visits to improve early identification of children's development needs.	Fifteen thousand Key Ages and Stages visits delivered.	Annually
	Provide a range of accessible programs at Glen Eira Sports and Aquatic Centre such as <i>Hot Wheels</i> , <i>Fast and Furious</i> , <i>Wheelie Fit</i> , Swim School Unlimited, Aqua Unlimited and Basketball Unlimited.	Six different accessible programs offered each week.	Ongoing
	Provide social support programs, which support frail older people and people with disabilities in line with Council's funding agreement.	Deliver 95,000 hours of domestic assistance, personal care and respite care to eligible residents.	Annually
		Provide 23,433 hours of social support each year.	Annually
3.4 Provide opportunities for people with disabilities to contribute to Council's planning processes and to raise issues.	Use specific engagement strategies to reach people with disabilities and their families during Council consultations.	Specific strategies used to reach people with disabilities in 90 per cent of consultations related to Council strategic plans.	Annually
	Consult Disability Reference Committee during the development of all new Council plans and strategies.	Consultation occurs with Disability Reference Committee.	Ongoing
3.5 Improve accessible parking options around shops and services for people with disabilities in Glen Eira.	Review accessible parking options along Frankston line train stations (Bentleigh, Ormond and McKinnon) and Dandenong/Pakenham line train stations (Carnegie, Murrumbeena) once grade separation works complete.	Review conducted and recommendations progressed.	2019

Theme four — Enhance opportunities for participation in civic life			
Strategy	Action	Measures	Timeline
4.1 Be a role model employer, introducing strategies to increase the representation of people with disabilities across Council's workforce.	Survey staff to gauge the percentage of people with disabilities and those with caring responsibilities working at Council and assess their needs.	Survey completed.	2017
	Conduct a review of the recruitment policy and guidelines to include equitable provisions for improved access to employment by people with disabilities, including advertising process, selection process and reasonable workplace adjustments.	Review complete and recommendations implemented.	2017
	Work with disability employment organisations to identify opportunities to increase employment of people with disabilities at Council.	Two meetings held with disability employment organisations each year.	Annually
		Promote 'JobAccess' across Council business units.	Annually
4.2 Support and encourage local opportunities in employment and economic participation for people with disabilities in Glen Eira.	Provide support to disability and community organisations interested in social enterprise projects.	Community grants promoted to disability and community organisations each year.	Annually
	Set-up an internal working group to investigate how Council may enhance opportunities for social procurement.	Two groups supported to develop social enterprise projects.	2018 and 2020
		Working group established.	2017
		Promotion on Council's website.	2017
4.3 Enhance volunteering opportunities for people with disabilities within Council.	Support people with disabilities to participate in Council volunteering programs.	People with disabilities participate in volunteering in two areas of Council such as aged care and children's centres.	Ongoing
		Meet with disability support organisations to identify candidates for volunteering roles within Council as opportunities arise.	Ongoing
	Develop volunteer policy and resources.	Volunteer policy developed and promoted across Council business units.	2018

4.4 Advocate for the needs of people with disabilities to reduce barriers to participation such as housing, transport, infrastructure development.	Develop submissions through local research and consultation when required to advocate on behalf of residents with disabilities and their families.	Submissions made as required.	As required
4.5 Facilitate and participate in networks, which strengthen Council's ability to respond to issues.	Facilitate and support Council's Disability Reference Committee with adequate assistance given, including administration support, transport, attendant care and information in accessible formats.	Six meetings held annually.	Annually
	Establish a cross-divisional working group to monitor and evaluate the <i>Disability Action Plan</i> and identify arising issues.	Working group established and meets four times per year.	Annually
		Council will provide information to the community outlining the progress and successes of the <i>Disability Action Plan</i> .	Annually
	Participate in regional disability networks.	Attend at least four regional disability network meetings each year.	Annually

ITEM 9.12 REVIEW OF MAYORAL AND COUNCILLOR ALLOWANCES

Author: *Janice Pouw, Co-ordinator Councillor Business*

File No: *N/A*

Attachments: *NIL*

PURPOSE AND SUMMARY

To conduct a review of the Councillor and Mayoral allowances for the 2016-2020 term of office in accordance with Section 74 of the Local Government Act 1989.

RECOMMENDATION

That Council:

1. commences the statutory process pursuant to section 74(1) of the Local Government Act 1989 to review and determine the Councillor and Mayoral allowances for the period 2016 to 2020, and give public notice of such review in accordance with section 223 of the Local Government Act 1989 based on the following proposed allowances:
 - Mayoral allowance of \$94,641 per annum, being the maximum allowed for category 3 councils.
 - Councillor allowance of \$29,630 per annum, being the maximum allowed for category 3 councils;
2. schedules a meeting to hear any submissions requested to be made in person under section 223(1)(iv) in relation to the determining of Councillor and Mayoral allowances on Thursday 23 March 2017 at 6.30pm in the Council Chamber, Town Hall, corner Glen Eira and Hawthorn Roads, Caulfield;
3. receives a report at a future Council meeting.

BACKGROUND

In accordance with section 74(1) the Local Government Act 1989, Council is required to review and determine its Mayoral and Councillor allowances within 6 months after a general election or by 30 June whichever is the later.

Council became a 'category 3' Council in November 2008 for the purposes of determining Councillor and Mayoral allowances. The Order in Council dated 27 October 2012 gave effect establishing 3 categories of Councils, based upon physical size, budget and population.

ISSUES AND DISCUSSION

It should be noted that as Glen Eira's Mayoral and Councillor allowances are already at the top of the range and at the maximum limit respectively, the review and determination of allowances under section 74(1) of the Act will preclude an increase occurring.

It should further be noted that in addition to a review by Council pursuant to 74(1) of the Act, the allowances may only be increased as a result of a review of allowances, ranges and limits set by the Minister as required under section 73B of the Act. The Ministerial review must have regard to movements in the levels of remuneration of executives within the meaning of the Public Administration Act 2004 when reviewing the limits and ranges of Councillor and Mayoral allowances under subsection (2).

Councillor Allowances	Category 1		Category 2		Category 3	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
Allowances	\$8,324	\$19,834	\$10,284	\$24,730	\$12,367	\$29,630
Superannuation @9.5%	\$790	\$1,884	\$977	\$2,349	\$1,174	\$2,815
Total payment	\$9,114	\$21,718	\$11,261	\$27,079	\$13,541	\$32,445

Mayoral Allowance	Category 1 Up to	Category 2 Up to	Category 3 Up to
Allowance	\$59,257	\$76,521	\$94,641
Superannuation @9.5%	\$5,629	\$7,269	\$8,990
Total payment	\$64,886	\$83,790	\$103,631

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

As a Category 3 Council, the current cost to Council for Councillor and Mayoral allowances per annum is approximately \$331,681 plus superannuation.

POLICY AND LEGISLATIVE IMPLICATIONS

The minimum and maximum levels of allowances are determined in accordance with section 73B(2) of the Local Government Act. Council is required to determine the level of allowance within the range set by the legislation.

COMMUNICATION AND ENGAGEMENT

Section 223 of the Local Government Act provides an opportunity for public submissions on the review of the Mayoral and Councillor allowances to be made within 28 days of being advertised. Any person who wishes to make a submission is entitled to request in their submission that they wish to appear in person or to be represented by a person specified in their submission at the Council meeting to be held at 6.30pm on Thursday 23 March 2017.

LINK TO COUNCIL PLAN

Theme 4 – Governance

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

To commence the statutory process in accordance with sections 74 and 223 of the Local Government Act 1989 in determining the Mayoral and Councillor allowances for the period 2016 to 2020.

Moved: Cr Davey**Seconded: Cr Hyams**

That Council:

1. commences the statutory process pursuant to section 74(1) of the Local Government Act 1989 to review and determine the Councillor and Mayoral allowances for the period 2016 to 2020, and give public notice of such review in accordance with section 223 of the Local Government Act 1989 based on the following proposed allowances:
 - Mayoral allowance of \$94,641 per annum, being the maximum allowed for category 3 councils.
 - Councillor allowance of \$29,630 per annum, being the maximum allowed for category 3 councils;
2. schedules a meeting to hear any submissions requested to be made in person under section 223(1)(iv) in relation to the determining of Councillor and Mayoral allowances on Thursday 23 March 2017 at 6.30pm in the Council Chamber, Town Hall, corner Glen Eira and Hawthorn Roads, Caulfield;
3. receives a report at a future Council meeting.

CARRIED UNANIMOUSLY

ITEM 9.13 REVIEW OF ADVISORY COMMITTEES

Author: Janice Pouw, Co-ordinator Councillor Business

File No: N/A

Attachments: *Advisory Committees Proposed Terms of Reference*

PURPOSE AND SUMMARY

To review Council's Advisory Committees and their Terms of Reference and to appoint Councillor representatives to these committees.

RECOMMENDATION

That Council:

- abolishes the Arts and Culture Advisory Committee;
- establishes a CEO Employment Matters Committee and adopts the Terms of Reference dated 7 February 2017;
- amends the Environment Advisory Committee to the Sustainability Advisory Committee and adopts the Terms of Reference dated 7 February 2017;
- amends the Sport and Recreation Advisory Committee to the Recreation and Leisure Advisory Committee and adopts the Terms of Reference dated 7 February 2017;
- amends the Transport Advisory Committee to the Strategic Transport and Planning Advisory Committee and adopts the Terms of Reference dated 7 February 2017; and
- adopts the Terms of Reference dated 7 February 2017 for each of the following committees:
 - Audit Committee Advisory Committee;
 - Citizen of the Year Advisory Committee;
 - Community Consultation Advisory Committee;
 - Community Grants Advisory Committee; and
 - Local Laws Advisory Committee.
- conducts a further review of appointments to Council's Advisory Committees following adoption of the Council Plan to ensure alignment with the strategic direction of the Council Plan.

BACKGROUND

Council's Advisory Committees have been formed for the purpose of investigating and discussing specific topics that fall within the Terms of Reference and role of these committees. The committees have no delegated decision making authority but can refer matters to Council for consideration.

This review is to determine whether the existing Advisory Committees are relevant for the purpose in which they were established and that their Terms of Reference align with the role of the committee.

After reviewing the committees, officers may recommend one of the following options:

- To abolish a committee;
- Amend the Terms of Reference for a committee;
- Incorporate a current committee into a new committee with a new Terms of Reference;
- Create a new committee

Membership of the Committees will include Councillor representation. Where three Councillors are recommended for a committee, it is preferable for representation from one Councillor from each ward. Councillors may consider appointing an amended number of Councillors to the Advisory Committees than is recommended in the report. Members may include one or more of the following groups:

- Community representatives;
- Independent external members;
- Council officer representation.

Council officers also attend committee meetings to provide advice and assistance to members, and to carry through any required action. The endorsed minutes of the Advisory Committees are presented to an Ordinary Meeting of Council. The minutes must clearly articulate any recommendations to be considered by Council.

ISSUES AND DISCUSSION

The review has identified changes to three of the existing committees and their Terms of Reference. One committee has been identified to be abolished and one new committee to be established. The Terms of Reference for all committees will form part of the Council report for consideration.

- Arts & Culture Advisory Committee;
- CEO Employment Matters Committee;
- Environment Advisory Committee be replaced by the Sustainability Advisory Committee;
- Sport and Recreation Advisory Committee be replaced by the Recreation and Leisure Advisory Committee; and the
- Transport Advisory Committee be replaced by the Strategic Transport and Planning Advisory Committee,

Arts and Culture Advisory Committee

The Arts and Culture Advisory Committee was initially established to plan major programs and events and to gain input from the community and Councillors in the development of programs to meet the needs of the community. Over the past few years the Arts and Culture programs have evolved into highly successful well-attended events that serve as an extremely useful mechanism for community connections and engagement.

In more recent times, and as a direct result of this success, the Committee has tended to focus more on the operational issues and the finer details of program delivery.

Following finalisation of the new community plan the strategic direction for Community Wellbeing is likely to have greater focus on, community engagement, youth services and community safety where committees may be established in these areas. For these reasons it is recommended that the Arts and Culture Advisory Committee no longer operate.

CEO Employment Matters Committee (New)

It is proposed to establish a CEO Employment Matters Committee for the purpose of coordinating, on behalf of Council, all matters relating to the CEO's employment, but particularly the setting of performance objectives and their monitoring and review. Many Councils have a committee of this type in place, supported by an independent advisor, to ensure that employment matters are managed fairly, transparently and in accordance with the terms of the employment contract and contemporary employment practice.

It is important to note that the committee's role is coordination and communication on behalf of the Council, and that the views and input of all Councillors would be sought as part of the process. The final decision on objectives, salary reviews, and employment or termination would remain a decision of the Council. The Government is currently considering legislating a requirement for all Councils to have a committee of this nature as it is seen as good governance and best practice.

Environment Advisory Committee – to change to Sustainability Advisory Committee

It is proposed to amend the previous Environment Advisory Committee to view more broadly sustainability in Glen Eira and the region, including environment and waste. The committee would consider State Government and private sector strategic direction, and alignment with Council strategies. It would also make recommendations to Council regarding advocacy on behalf of the community on sustainability and waste; sector issues and opportunities; and on updates and progress of Council strategies and policies.

Sport and Recreation Advisory Committee – to change to Recreation and Leisure Advisory Committee

It is proposed to amend the previous Recreation Advisory Committee to more holistically consider and strategically plan the open space, recreation and sporting requirements and provision in Glen Eira. It is proposed this committee would consider Council's strategies and alignment with sporting codes and clubs' strategic directions.

It would also consider State Government and agency directions and planning, as well as opportunities for partnering and advocacy.

Transport Advisory Committee – change to Strategic Transport and Planning Advisory Committee

It is proposed to amend the previous Transport Advisory Committee to holistically consider and align with the strategic planning outcomes across Council's network of Activity Centres. The committee would also consider and make recommendations on current transport plans and policy.

In the past the committees have met as follows:

Name of committee		Councillor appointments 2017/18	Frequency of meetings	Day of meetings	Time of meetings	Duration of meetings
Arts & Culture	Abolish	3 Councillors	4 times annually	Monday	Evening	Variable
Audit	-	Cr Athanasopoulos Cr Magee	At least 4 times annually	Fridays	8am-11am	3 hrs
CEO Employment Matters	New	All Councillors	At least 2 times annually	As required at the discretion of the chair	As required at the discretion of the chair	As required at the discretion of the chair
Citizen of the Year	-	Cr Davey Cr Hyams Cr Silver	At least once per year	As and when required	Evenings	1 hr
Community Consultation	-	3 Councillors	As and when required	Wednesday	Evenings	Often brief, sometimes 1 hour
Community Grants	-	Cr Sztrajt Cr Athanasopoulos Cr Taylor	As and when required		Evening	Variable
Environment (Sustainability)	Change	3 Councillors	At least 4 times annually	Thursday	Evening	1.5 hrs
Local Laws	-	3 Councillors	As and when required		Evening	1-2 hrs
Sport & Recreation (Recreation & Leisure)	Change	3 Councillors	4 times annually	Thursday	Evening	
Transport (Strategic Transport)	Change	3 Councillors	At least 4 times annually		Evening	

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 4 - Governance

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 the Terms of Reference for each of the Advisory Committees be considered by Council for adoption and Councillors be appointed to the committees in accordance with the committees Terms of Reference.

Moved: Cr Hyams

Seconded: Cr Athanasopoulos

That Council:

- 1) appoints the following Councillors to the Advisory Committees as listed below:

Arts & Culture Advisory Committee	Cr Esakoff, Cr Delahunty, Cr Hyams
CEO Employment Matters Committee	Cr Delahunty, Cr Magee, Cr Silver
Community Consultation Advisory Committee	Cr Athanasopoulos, Cr Sztrajt, Cr Hyams
Recreation & Leisure Advisory Committee	Cr Silver, Cr Taylor, Cr Hyams, Cr Athanasopoulos
Strategic Transport Advisory Committee	Cr Athanasopoulos, Cr Davey, Cr Magee
Sustainability Advisory Committee	Cr Taylor, Cr Davey, Cr Delahunty

- 2) establishes a CEO Employment Matters Committee and adopts the Terms of Reference dated 7 February 2017 with the following changes:
- Section 6 Membership. Sentence to read 'The CEO Employment Matters Advisory Committee will consist of at least 3 Councillors'
 - Section 9 Quorum to read 'A quorum of two members will be necessary to transact business of the committee'
 - Section 13 Reporting Requirements to read 'Advisory Committee minutes and recommendations will be submitted to the next appropriate Ordinary Council Meeting as a confidential item for consideration; and
 - Section 14 Other Relevant Information to have the following paragraphs removed 'conduct of meetings of the CEO Employment Matters Committee shall be

consistent with Council's Local Law, and at the discretion of the Chairperson';
and
'The approved Minutes will be presented to Council at a subsequent Ordinary Council meeting'.

- 3) amends the Environment Advisory Committee to the Sustainability Advisory Committee and adopts the Terms of Reference dated 7 February 2017 with the following changes:
 - Section 5 Membership to read 'A minimum of 3 Councillors (preferably 1 Councillor from each Ward). Appointed by Council through resolution. External Environmental Specialist. Three (3) external community representatives.
 - Section 7 Chairperson to read 'Chairperson. A Councillor appointed by the Committee annually'.
 - Section 8 Voting Rights to read 'Councillor members only. Chairperson has casting vote'.
- 4) amends the Sport and Recreation Advisory Committee to the Recreation and Leisure Advisory Committee and adopts the Terms of Reference dated 7 February 2017 with the following changes:
 - Section 6 Membership to read 'A minimum of 3 Councillors (preferably one from each Ward). Appointed annually by Council Resolution'
 - Section 7 Chairperson to read 'Chairperson: A Councillor appointed by the Committee annually'
 - Section 9 Quorum to read 'Two (2) Councillors'.
- 5) amends the Transport Advisory Committee to the Strategic Transport Advisory Committee and adopts the Terms of Reference dated 7 February 2017 with the following changes:
 - Section 6 Membership – First dot point to read 'A minimum of 3 Councillors (preferably 1 from each Ward)';
 - Section 7 Chairperson to read 'Chairperson: A Councillor appointed by the Committee annually'.
- 6) adopts the Terms of Reference dated 7 February 2017 for each of the following committees:
 - Audit Advisory Committee; and
 - Local Laws Advisory Committee.
- 7) adopts the Terms of Reference dated 7 February 2017 for each of the following committees with the following changes:
 - Arts and Culture Advisory Committee, section 6 Membership to read;
 - 'The Advisory Committee will comprise a minimum of 3 Councillors (preferably 1 from each Ward. Councillors will be appointed on an annual basis.)
 - Citizen of the Year Advisory Committee, section 6 Membership to read:
 - 'The Advisory Committee will comprise, a minimum of 3 Councillors (preferably 1 from each Ward), one secondary school principal and one previous recipient of the Glen Eira Citizen of the Year award. Appointment of the nominated Councillors, school principal and the previous award recipient are subject to Council approval. Council will appoint members on an annual basis'.
 - Community Consultation Advisory Committee to read:
 - Section 3 Background to change '2013 to 2009'
 - Section 6 Membership to read 'A minimum of three Councillors (preferably 1 from each Ward) to be appointed by Council annually'.

- Community Grants Advisory Committee, section 6 Membership to read:
 - 'Three Councillors (preferably 1 from each Ward) to be appointed by Council annually'.
- 8) conducts a further review of appointments to Council's Advisory Committees following adoption of the Council Plan to ensure alignment with the strategic direction of the Council Plan.

CARRIED UNANIMOUSLY

Terms of Reference	
1. Name	Arts and Culture Committee
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	February 2017 – February 2018
6. Membership and Term of Membership	The advisory committee will comprise three (3) Councillors. Councillors will be appointed on an annual basis.
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 reviews the ongoing need for Advisory Committees annually. 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	7 February 2017
17. Date of Next Review of Terms of Reference	February 2018

Terms of Reference	
1. Name	Audit Committee
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"> • The enhancement of the credibility and objectivity of internal and external financial reporting; • Effective management of financial and other risks and the protection of Council assets; • Compliance with laws and regulations as well as use of best practice guidelines; • The effectiveness of the internal audit function; and • The provision of an effective means of communication between the external auditor, internal audit, management and the Council.
5. Term of Committee	Ongoing
6. Membership and Term of Membership	The Committee comprises 5 members – 2 Councillors and 3 external, independent persons. Councillor membership is reviewed annually.

	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.
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	N/A
15. Committee Contact Details	Chief Financial Officer
16. Date of Audit Committee Approval of Audit Committee Charter	February 2016
17. Date of Next Review of Audit Committee Charter	February 2017

Terms of Reference	
1. Name	CEO Employment Matters Advisory Committee
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 recommending and advising 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"> • The appointment of the CEO or person to act as the CEO • Remuneration and conditions of appointment of the CEO or person to act as the CEO • Extension (i.e. reappointment) of the CEO or person to act as the CEO <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 CEO Employment Matters Advisory Committee will consist of all 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 three 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"> • Only Committee members are entitled to attend meetings; • The Committee may invite, or require, any person/s to attend meetings, as it deems necessary; • The Chief Executive Officer shall attend all meetings, except when the Committee chooses to meet without the Chief Executive Officer present. <p>Responsibilities 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"> (a) Provide advice to Council on the engagement of an executive recruiter and the steps in the recruitment process and recruitment timeline; (b) Act as a point of liaison between the Council and any appointed executive recruiter; (c) Coordinate the review of the Position Description and associated recruitment documentation; (d) Undertake any aspects of the recruitment and appointment process delegated by the Council; (e) Make recommendations to the Council on remuneration and other conditions of employment. <p><i>Person to Act as CEO</i></p> <ul style="list-style-type: none"> (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). <p><i>Annual Review</i></p> <ul style="list-style-type: none"> (a) Coordinate the annual review process,
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	<p>having sought input and feedback from all members of the Council;</p> <p>(b) Make recommendations to the Council on annual performance criteria;</p> <p>(c) Make recommendations to the Council on annual remuneration review, or the review of any other terms and conditions of the employment contract.</p> <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"> • Reappointment of the CEO; or • Early termination of the contract where warranted; or • To terminate in accordance with the contract.
15. Committee Contact Details	Coordinator Councillor Business
16. Date of Council Approval of Terms of Reference	7 February 2017
17. Date of Next Review of Terms of Reference	Terms of Reference to be reviewed annually

Terms of Reference	
1. Name	Citizen of the Year Awards Advisory Committee
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	November 2015 – March 2017
6. Membership and Term of Membership	<p>The advisory committee will comprise:</p> <ul style="list-style-type: none"> • Three Councillors • One secondary school principal; and • One previous recipient of the Glen Eira Citizen of the Year award <p>Appointment of the nominated Councillors, school principal and the previous award recipient are subject to Council approval.</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 determination (Report in camera).
14. Other Relevant Information	Council reviews the ongoing need for Advisory Committees annually. 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	7 February 2017
17. Date of Next Review of Terms of Reference	November 2017

Terms of Reference	
1. Name	Community Consultation Committee
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	Councillors to be appointed annually by Council. Community members will be appointed in accordance with section 14 of these terms of reference.
6. Membership and Term of Membership	<ul style="list-style-type: none"> • Three (3) Councillors • Up to four community representatives
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"> • Director Community Wellbeing, • Manager Community Development and Care
12. Meeting Frequency	As and when required.

13. Reporting Requirements	Advisory Committee minutes and recommendations to be submitted to the next practicable ordinary Council meeting for determination.
14. Other Relevant Information	<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> <p>Council reviews the ongoing need for Advisory Committees annually. Council may cease a committee or update Terms of Reference at any stage by Council Resolution.</p>
15. Committee Contact Details	Director Community Wellbeing
16. Date of Council Approval of Terms of Reference	7 February 2017
17. Date of Next Review of Terms of Reference	Terms of reference to be reviewed annually. Next Review July 2017

Terms of Reference	
1. Name	Community Grants Committee
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"> a) strengthen community connections; b) encourage new initiatives that respond to community needs; c) build a community that is inclusive of all people; and d) support the community in planning and delivering services. <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"> 1. Be incorporated; 2. Have an ABN; and 3. Hold adequate public liability insurance; <p>or, be auspiced by an organisation that meets these criteria.</p> <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	Two years from [February] 2017
6. Membership and Term of Membership	Three Councillors (preferably one from each Ward) to be appointed by Council annually
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 members
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	Committee recommendations to be submitted to the next practicable ordinary Council meeting for determination
14. Other Relevant Information	Council reviews the ongoing need for Advisory Committees annually. 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	7 February 2017
17. Date of Next Review of Terms of Reference	February 2019

Terms of Reference	
1. Name	Local Laws Committee
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 3 Councillors appointed as and when required. 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	N/A
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	Local Law 2009 is revoked in November 2019. A major review of the Local law is due to be commenced mid 2018.
15. Committee Contact Details	Corporate Counsel
16. Date of Council Approval of Terms of Reference	7 February 2017
17. Date of Next Review of Terms of Reference	

Terms of Reference	
1. Name	Recreation & Leisure Advisory Committee
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	To provide advice and recommendations to Council in relation to Open Space, Recreation and Leisure activities, including: <ul style="list-style-type: none"> ▪ Review and consideration of current and future community needs for recreation and leisure facilities, open space and unstructured recreation ▪ Response to strategic opportunities ▪ Review of policy and strategy
5. Term of Committee	Two (2) years from appointment of members.
6. Membership and Term of Membership	<ul style="list-style-type: none"> ▪ Three Councillors (preferably one from each Ward). Appointed annually by Council Resolution.
7. Chairperson and Term of Chairperson	Councillor Appointed by Council annually
8. Voting Rights	All members. Chairperson has 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 <ul style="list-style-type: none"> ▪ Director Infrastructure, Environment & Leisure ▪ Group Manager Recreation & Leisure ▪ Manager Recreation & Open Space
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 reviews the ongoing need for Advisory Committees annually. Council may cease a committee or update 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	7 February 2017
17. Date of Next Review of Terms of Reference	Terms of Reference to be reviewed annually

Terms of Reference	
1. Name	Strategic Transport Advisory Committee
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"> - Providing advice on the development of a Integrated Transport Strategy - Facilitating understanding of transport initiatives emerging in Glen Eira - Leading community engagement, including holding public forums to gain comprehensive community involvement of strategic transport topics - Considering urban design initiatives to achieve high quality pedestrian friendly public realm outcomes - Provide advice on significant State Government projects such as grade separation projects - Providing advice on Council's advocacy roles - Making recommendations on policy issues where appropriate, and - Reporting back to Council
5. Term of Committee	Two (2) years from appointment of members.
6. Membership and Term of Membership	<p>Three Councillors (one from each Ward).</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"> - Transport Planning professionals - Planning professionals - Urban Design Professionals - Public and Community advocates, - Experts in all ability access, - Enthusiasts of walking, cycling and alternative transport forms <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"> - The expiration of two years, - The cessation of the committee; - The member(s) resigning; - Council resolving to remove the member from the Committee; - The expiration of the Council term.
7. Chairperson and Term of Chairperson	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"> ▪ Director Planning and Place ▪ Manager City Futures ▪ Group Manager Property, Environment and Sustainability
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 reviews the ongoing need for Advisory Committees annually. 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	7 February 2017
17. Date of Next Review of Terms of Reference	Terms of Reference to be reviewed annually

Terms of Reference	
1. Name	Sustainability Advisory Committee
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"> ▪ Advocacy on behalf of the community on sustainability and waste issues ▪ Response to strategic Council and/or sector issues and opportunities ▪ Review of policy and strategy updates and progress
5. Term of Committee	Two (2) years from appointment of members.
6. Membership and Term of Membership	<ul style="list-style-type: none"> ▪ Three Councillors (one from each Ward). Appointed by Council through Resolution. ▪ External Environmental Specialist ▪ Three (3) external community representatives
7. Chairperson and Term of Chairperson	Councillor Appointed by Council annually
8. Voting Rights	All members. 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"> ▪ Director Infrastructure, Environment & Leisure ▪ Group Manager Property, Environment & Sustainability
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 will appointment community representatives following advertising and assessment against agreed criteria. Council reviews the ongoing need for Advisory Committees annually. 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	7 February 2017
17. Date of Next Review of Terms of Reference	Terms of Reference to be reviewed annually

ITEM 9.14 CONDUCT OF GENERAL REVALUATION

Author: John Vastianos (*Chief Financial Officer*)

File No: Not applicable

Attachments: Yes

PURPOSE AND SUMMARY

To recommend a revaluation of all properties within the municipality in accordance with section 11 of the Valuation of Land Act 1960 as fixed by the Minister.

RECOMMENDATION

That Council:

1. Pursuant to Section 6 of the Valuation of Land act 1960, resolve to cause a general revaluation of all properties within the municipal district to be made (at levels of value as at 1st January 2018) and returned no later than 30th June 2018 in accord with Ministerial directions.
2. Notes the reappointment of Patel Dore Valuers Pty Ltd in accordance with the current contract.
3. Notes the attached declarations of impartiality by the Valuers completing the works in accordance with Section 13DH (2) of the Valuation of Land Act 1960.
4. Provides notification of this resolution to the following entities:
 - Stonnington City Council
 - Port Phillip City Council
 - Bayside City Council
 - Monash City Council
 - Kingston City Council
 - State Revenue Office
 - South East Water Ltd
 - Melbourne Water Ltd
 - Valuer-General Victoria

BACKGROUND

In accordance with State Government legislation, a general revaluation of all properties within the municipality is conducted every 2 years. The next revaluation of all properties will be as at 1 January 2018.

ISSUES AND DISCUSSION

Not applicable.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS***Budget***

The 2016/17 budget funding for valuation services is approximately \$370,000 to cover stages 1 and 2 of a 5 stage process for the 2018 revaluation cycle and associated services. Stages 3 to 5 are completed in the following financial year (2017/18). The cost for these is approximately \$255,000.

As part of the revaluation process the State Revenue Office contributes to the cost for the use of Council's valuations for land tax purposes. This is done by agreement under a memorandum of understanding for each revaluation cycle. Officers anticipate a contribution of approximately \$300,000 (approximately 50%) per revaluation cycle from the State Revenue Office.

POLICY AND LEGISLATIVE IMPLICATIONS

In accordance with:

- Valuation of Land Act 1960
- Local Government Act 1989; and
- Valuer-General Best Practice.

COMMUNICATION AND ENGAGEMENT

Not applicable.

LINK TO COUNCIL PLAN

Theme 4: Governance -

To deliver strong local leadership and governance in an open and responsible manner in the best interests of 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

That Patel Dore Pty Ltd. conducts the 2018 revaluation of all properties.

Moved: Cr Hyams**Seconded: Cr Sztrajt**

That Council:

1. pursuant to Section 6 of the Valuation of Land Act 1960, resolves to cause a general revaluation of all properties within the municipal district to be made (at levels of value as at 1st January 2018) and returned no later than 30th June 2018 in accord with Ministerial directions.
2. notes the reappointment of Patel Dore Valuers Pty Ltd in accordance with the current contract.
3. notes the attached declarations of impartiality by the Valuers completing the works in accordance with Section 13DH (2) of the Valuation of Land Act 1960.
4. provides notification of this resolution to the following entities:
 - Stonnington City Council
 - Port Phillip City Council
 - Bayside City Council
 - Monash City Council
 - Kingston City Council
 - State Revenue Office
 - South East Water Ltd
 - Melbourne Water Ltd
 - Valuer-General Victoria

CARRIED UNANIMOUSLY

DECLARATION OF IMPARTIALITY

I, Belinda Leah Macfarlane of Patel Dore Valuers Pty Ltd of Suite 1.01, 12-14 Cato Street Hawthorn East, in the State of Victoria, Qualified Valuer, do solemnly and sincerely declare that:-

In pursuance of the provisions of the Valuation of Land Act 1960, as amended, I was appointed by the Glen Eira City Council to make and return valuations of rateable and non-rateable property within the municipal district of Glen Eira for the purposes of returning the 2018 General Revaluation.

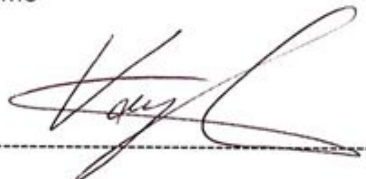
Such valuations and returns will be impartial and true to the best of my skill and judgement and will be made by me or under my immediate personal supervision.

AND I MAKE this solemn declaration conscientiously believing the same to be true and by virtue of the provision of an Act of Parliament of Victoria rendering persons making a false declaration punishable for willful and corrupt perjury.

Declared at Caulfield this 11

day of January 2017

Before me



DECOFIMP

Diana Vaynrib
246-285 Hawthorn Road
Caulfield 3162
An Australian Legal Practitioner
within the meaning of the Legal
Profession Uniform Law (Victoria)

DECLARATION OF IMPARTIALITY

I, Darren Alan Hale of Patel Dore Valuers Pty Ltd of Suite 1.01, 12-14 Cato Street Hawthorn East, in the State of Victoria, Qualified Valuer, do solemnly and sincerely declare that:-

In pursuance of the provisions of the Valuation of Land Act 1960, as amended, I was appointed by the Glen Eira City Council to make and return valuations of rateable and non-rateable property within the municipal district of Glen Eira for the purposes of returning the 2018 General Revaluation.

Such valuations and returns will be impartial and true to the best of my skill and judgement and will be made by me or under my immediate personal supervision.

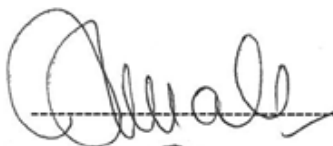
AND I MAKE this solemn declaration conscientiously believing the same to be true and by virtue of the provision of an Act of Parliament of Victoria rendering persons making a false declaration punishable for willful and corrupt perjury.



Declared at DONCASTER this 10TH

day of JANUARY 2017

Before me

 CPA 924130 9
SHEIKH M S AKRAM

DECOFIMP

DECLARATION OF IMPARTIALITY

I, Mika Ellen Vanderjagt of Patel Dore Valuers Pty Ltd of Suite 1.01, 12-14 Cato Street Hawthorn East, in the State of Victoria, Qualified Valuer, do solemnly and sincerely declare that:-

In pursuance of the provisions of the Valuation of Land Act 1960, as amended, I was appointed by the Glen Eira City Council to make and return valuations of rateable and non-rateable property within the municipal district of Glen Eira for the purposes of returning the 2018 General Revaluation.

Such valuations and returns will be impartial and true to the best of my skill and judgement and will be made by me or under my immediate personal supervision.


AND I MAKE this solemn declaration conscientiously believing the same to be true and by virtue of the provision of an Act of Parliament of Victoria rendering persons making a false declaration punishable for willful and corrupt perjury.



Declared at RINGWOOD this 16/1/17

day of JANUARY 2017

Before me

 STELLA TEN
PHARMACIST
Ringwood Square Pharmacy
Shop 36, Ringwood Square Shopping Centre,
Cnr New St & Maroondah Highway,
Ringwood 3134
Ph: 9879 3029 Fax: 9879 6816

DECOFIMP

DECLARATION OF IMPARTIALITY

I, Rodney M Patel of Patel Dore Valuers Pty Ltd of Suite 1.01, 12-14 Cato Street Hawthorn East, in the State of Victoria, Qualified Valuer, do solemnly and sincerely declare that:-

In pursuance of the provisions of the Valuation of Land Act 1960, as amended, I was appointed by the Glen Eira City Council to make and return valuations of rateable and non-rateable property within the municipal district of Glen Eira for the purposes of returning the 2018 General Revaluation.

Such valuations and returns will be impartial and true to the best of my skill and judgement and will be made by me or under my immediate personal supervision.

AND I MAKE this solemn declaration conscientiously believing the same to be true and by virtue of the provision of an Act of Parliament of Victoria rendering persons making a false declaration punishable for willful and corrupt perjury.

RODNEY M. PATEL.



Declared atCAMBERWELL..... this12th.....

day of JANUARY 2017

Before me

Rathbone

DECOFIMP

Heath RATHBONE
Constable 41526

Camberwell Police Station
317 Camberwell Road,
Camberwell VIC 3124

**ITEM 9.15 FINANCIAL MANAGEMENT REPORT FOR THE PERIOD
ENDING 31 DECEMBER 2016**

Author: *John Vastianos (Chief Financial Officer)*

File No: 16/1744138

Attachments: Yes

PURPOSE AND SUMMARY

To report Council's finances in the Financial Management Report for the period ending 31 December 2016.

RECOMMENDATION

That Council notes the Financial Management Report for the period ending 31 December 2016.

BACKGROUND

The report includes a comparison of year-to-date (YTD) actual income and expenditure with budgeted (YTD and forecast end-of-year) and other information for the current financial year.

This report also provides a review of the 2016-17 Capital Works Program, cash flow reports and investment reports.

ISSUES AND DISCUSSION

Council's forecast cash balance has improved but is still expected to remain at relatively low levels, sufficient to cover current liabilities.

One of the items which has placed additional pressure on Council's Liquidity Ratio is classification of leave entitlements. Notwithstanding a majority of leave entitlements are not expected to be settled within 12 months, almost all leave entitlements are classified as current liability provisions in Council's balance sheet, placing greater pressure on the liquidity ratio.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

The key financial objectives for Council are:

- Manage finances appropriately within the constraints set by the State Government's Rate Capping regime.
- Generate funds to provide additional public open space and renew and upgrade our ageing assets and community facilities.
- Maintain essential services at not less than current levels.
- Set rates and fee increases that are manageable and sustainable.
- Focus on continuous improvement.
- Keep day-to-day costs and rates below our peers.

POLICY AND LEGISLATIVE IMPLICATIONS

Section 138 of the *Local Government Act* 1989 (the Act).

COMMUNICATION AND ENGAGEMENT

Council officers in preparing the Financial Management Report, take into account other plans and strategies in regard to services and initiatives which commit financial and non-financial resources for the current financial year.

LINK TO COUNCIL PLAN

Theme 4: Governance – To deliver strong local leadership and governance in an open and responsible manner in the best interests of 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

The positive operating result year to date is higher than was anticipated when the annual budget was set. The Balance Sheet position and the cash position are sound.

Moved: Cr Davey

Seconded: Cr Magee

That Council notes the Financial Management Report for the period ending 31 December 2016.

CARRIED UNANIMOUSLY

ATTACHMENT:**Financial Management Report for the period ending 31 December 2016****1. Contents**

Executive Summary	4
Financial Strategy	9
Assurance Map.....	12
Income Statement.....	13
Balance Sheet.....	14
Performance Graphs.....	15
Capital Works Program Expenditure	19

Executive Summary***for the period ending 31 December 2016*****a) Current Month Budget Result**

At the end of December 2016, the performance against budget from ordinary activities showed a positive variance of \$7.3m due to higher than anticipated income of \$4.45m and favorable variance in operating expenditure of \$2.85m (refer to page 15 for details of the variances).

b) Current Month Forecast Result

The forecast result expected for the financial year is an operating surplus of \$25.51m compared with the original adopted 2016-17 Annual Budget of \$17.22m.

Any surplus from day-to-day operations is used to accelerate capital works projects. The current monthly forecast movement shows an increase in operating revenue of \$1.03m and an increase in operating expenditure of \$162k.

c) 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.

Council needs to ensure working capital is maintained such that sufficient cash reserves are available to meet normal cash flow requirements. Over the last few years, Council has invested heavily in its capital works program by fully utilising cash reserves.

Council will continue to have a large investment in capital works projects. Council is required to hold sufficient cash to cover 'Restricted Assets' such as: Residential Aged Care Deposits, Public Open Space Reserve, Contract Deposits and *Fire Services Property Levy*.

d) Open Space Contributions**Contributions**

All multi-unit developers now need to pay a uniform 5.7 per cent of the value of the land (or give Council 5.7 per cent of the area of the land). All money raised by the levy will go into more and better open space.

The uniform rate of 5.7 per cent is the highest rate ever achieved across a whole municipality by any suburban council.

Council formulated the new levy in 2014, based on the analysis in the Open Space Strategy. The 5.7 per cent levy was supported by an independent panel in October 2014 and was approved by the State Planning Department. The higher rate took effect from 12 March 2015.

Open Space Reserve

The balance of the Open Space Reserve as at 31 December 2016 is as follows:

Description	2016-17 Current Month Actual	2016-17 Year-to-Date
Open Space Contributions Received	\$509,580	\$4,168,665
Open Space Capital Expenditure *	(\$2,441,125)	(\$6,278,791)
Net Movement	(\$1,931,545)	(\$2,110,126)
Opening Balance as at 1 July 2016		\$4,093,307
Closing Balance – Open Space Reserve		\$1,983,181

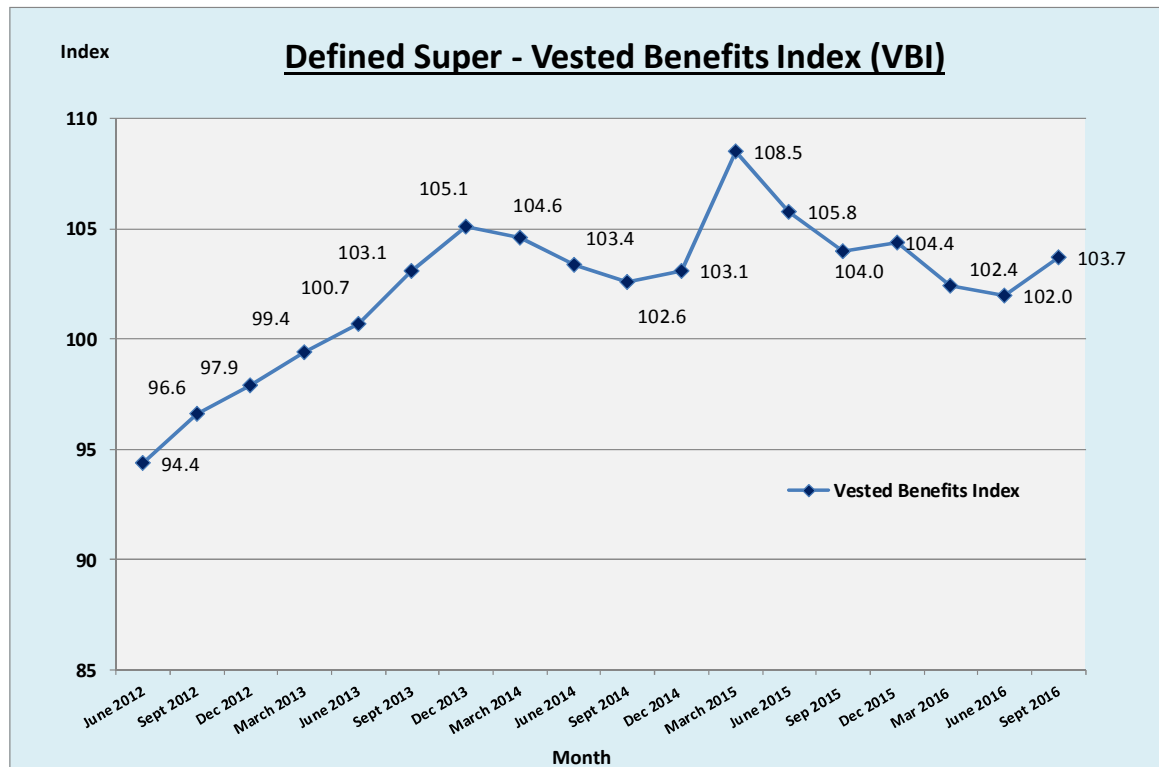
**Includes: Booran Reserve, 6 Aileen Ave, Caulfield South and 53 Magnolia Road, Gardenvale.*

e) Superannuation – Defined Benefits Scheme

Vested Benefits Index (VBI)

The VBI is the key index that the super fund regulator, APRA, considers when assessing the financial position of the Defined Benefit Plan. In simple terms, this measures whether there would be enough assets to meet the liabilities of the Defined Benefit Plan if it became necessary to pay all members their total entitlements on a particular day.

For the Plan to be in a satisfactory financial position requires a VBI of 100% or more. Below is the estimated VBI since 30 June 2012:



f) Forecast adjustments for December 2016***Income from ordinary activities increase of \$1.03M***

The favourable income forecast movement is mainly due to:

- **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 home care services.

The increase of \$506k is mainly due to higher than forecast town planning income relating to planning permit fees and subdivision fees.

- **Statutory Fees and Fines** – relate mainly to fees and fines levied in accordance with legislation and include animal registrations, health act registrations and parking fines.

The increase of \$204k is mainly due to higher than forecast parking infringements income across the municipality. This increase 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.

- **Contributions (Monetary)** – relates to open space contributions received during the year. These contributions are transferred to the Open Space Reserve pursuant to section 18 of the *Subdivision Act 1988*.

The increase of \$105k is based on the timing of Council receiving open space contributions. These amounts are variable in nature and it is difficult to determine the exact timing of anticipated contributions.

Expenditure from ordinary activities increase of \$162k

The unfavourable expenditure forecast movement is mainly due to:

- **Employee Costs** – include all labour related expenditure and on-costs such as allowances, leave entitlements, employer superannuation and WorkSafe. The increase of \$644k is due to the timing of staff recruitment and periodic leave provision adjustments.

g) Capital Works Expenditure Program

As at the end of December 2016, total capital works expenditure in 2016-17 is expected to be \$39.11M, represented by:

- New capital works projects as per the 2016-17 Annual Budget \$31.36m
- Capital works funding \$1.94m
- Carry forward expenditure from the 2015-16 financial year \$2.05m
- Forecast increase year to date \$3.76m.

There are no forecast adjustments for the month of December.

Financial Strategy

Each year, the Auditor-General of Victoria performs an audit of the Local Government sector and produces a report to Parliament of the results of those audits. As part of this process, the Auditor-General assesses the financial sustainability of Councils. In 2015-16 the Auditor-General assessed the financial sustainability risk at an individual Council level. The following pages explain and present the Auditor-General's financial sustainability risks and criteria and page 11 provides indicators for Glen Eira City Council.

(a) Financial sustainability risk indicators

Indicator	Formula	Description
Net result (%)	Net result / Total revenue	A positive result indicates a surplus, and the larger the percentage, the stronger the result. A negative result indicates a deficit. Operating deficits cannot be sustained in the long term. Net result and total revenue is obtained from the comprehensive operating statement.
Liquidity (ratio)	Current assets / Current liabilities	This measures the ability to pay existing liabilities in the next 12 months. A ratio of one or more means there are more cash and liquid assets than short-term liabilities.
Internal financing (%)	Net operating cash flow / Net capital expenditure	This measures the ability of an entity to finance capital works from generated cash flow. The higher the percentage, the greater the ability for the entity to finance capital works from their own funds. Net operating cash flows and net capital expenditure are obtained from the cash flow statement.
Indebtedness (%)	Non-current liabilities/own-sourced revenue	Comparison of non-current liabilities (mainly comprised of borrowings) to own-sourced revenue. The higher the percentage, the less able to cover non-current liabilities from the revenues the entity generates itself. Own-sourced revenue is used—rather than total revenue—because it does not include grants or contributions.
Capital replacement (ratio)	Cash outflows for property, plant and equipment / Depreciation	Comparison of the rate of spending on infrastructure with its depreciation. Ratios higher than 1:1 indicate that spending is faster than the depreciating rate. This is a long-term indicator, as capital expenditure can be deferred in the short term if there are insufficient funds available from operations, and borrowing is not an option. Cash outflows for infrastructure are taken from the cash flow statement. Depreciation is taken from the comprehensive operating statement.
Renewal gap (ratio)	Renewal and upgrade expenditure/depreciation	Comparison of the rate of spending on existing assets through renewing, restoring, and replacing existing assets with depreciation. Ratios higher than 1:1 indicate that spending on existing assets is faster than the depreciating rate. Similar to the investment gap, this is a long-term indicator, as capital expenditure can be deferred in the short term if there are insufficient funds available from operations, and borrowing is not an option. Renewal and upgrade expenditure are taken from the statement of capital works. Depreciation is taken from the comprehensive operating statement.

Financial Strategy (continued)

(b) Financial sustainability risk assessment criteria

The financial sustainability risk of each local council is assessed using the criteria outlined below:

Risk	Net result	Liquidity	Indebtedness	Internal financing	Capital replacement	Renewal gap
High	Less than negative 10% Insufficient revenue is being generated to fund operations and asset renewal.	Less than 0.75 Immediate sustainability issues with insufficient current assets to cover liabilities.	More than 60% Potentially long-term concern over ability to repay debt levels from own-source revenue.	Less than 75% Limited cash generated from operations to fund new assets and asset renewal.	Less than 1.0 Spending on capital works has not kept pace with consumption of assets.	Less than 0.5 Spending on existing assets has not kept pace with consumption of these assets.
Medium	Negative 10%–0% A risk of long-term run down to cash reserves and inability to fund asset renewals.	0.75–1.0 Need for caution with cash flow, as issues could arise with meeting obligations as they fall due.	40–60% Some concern over the ability to repay debt from own-source revenue.	75–100% May not be generating sufficient cash from operations to fund new assets.	1.0–1.5 May indicate spending on asset renewal is insufficient.	0.5–1.0 May indicate insufficient spending on renewal of existing assets.
Low	More than 0% Generating surpluses consistently.	More than 1.0 No immediate issues with repaying short-term liabilities as they fall due.	40% or less No concern over the ability to repay debt from own-source revenue.	More than 100% Generating enough cash from operations to fund new assets.	More than 1.5 Low risk of insufficient spending on asset renewal.	More than 1.0 Low risk of insufficient spending on asset base.

Source: Victorian Auditor-General's Office.

ORDINARY COUNCIL MEETING - MINUTES

7 FEBRUARY 2017

Financial Strategy (continued)

Monthly Report Relative to Financial Strategy

Financial Sustainability Risk Indicators	Objective	2015-2016 Actuals	2016-2017 Annual Budget as at 30 June 2017	2016-2017 Annual Forecast as at 30 June 2017	2016-2017 Risk based on Annual Forecast as at 30 June 2017	Comment
(1) Net Result	Generating surpluses consistently of greater than 0%.	7.73%	10.41%	15.00%	Low	Council is generating positive surpluses.
(2) Liquidity	To measure Council's ability to repay short-term liabilities as they fall due. The indicator is to be greater than 1.0.	0.99	1.04	1.02	Low	Council's forecast to 30 June 2017 indicates a Liquidity Ratio of around 1.0.
(3) Indebtedness	Lower than 40% relates to the ability to repay debt from own-source revenue.	19.48%	16.91%	15.93%	Low	Council is operating at a ratio of lower than 40%, therefore has the ability to repay debt from own-source revenue.
(4) Internal Financing	Generating enough cash from operations to fund new assets. The indicator is to be greater than 100%.	121.00%	116.94%	125.35%	Low	Council is generating enough cash from operations to fund new assets.
(5) Capital Replacement	To ascertain the level of risk of insufficient spending on asset renewal. The indicator is to be more than 1.5.	1.72	1.57	1.77	Low	Council operates at a low level of risk with respect to capital replacement.
(6) Renewal Gap	To ensure there is sufficient spending on Council's asset base. The indicator is to be greater than 1.0.	1.42	1.22	1.22	Low	Council spends sufficient funds on its asset base.
Council aims to keep average rates and charges significantly below benchmark Councils and provide a pensioner rate rebate over the State Government's universal rebate. <ul style="list-style-type: none">Average Rates and ChargesPensioner Rate Rebate	Council aims to keep average rates and charges significantly below benchmark Councils and the pensioner rate rebate above the State Government's universal rebate.	\$1,532	\$1,594	\$1,598	Average rates and charges are well below the average of inner metropolitan Councils. In 2015-16 Glen Eira is the second lowest of the 21 Inner Melbourne Councils (2014-15: also second lowest) and is \$269 per assessment (\$17.02m) below the average outcome. This means that Council charges \$17.02m p.a. less than inner metropolitan municipalities and has \$17.02m p.a. less for upgrading or providing facilities and services.	
		\$270	\$270	\$270		
Operating costs per property should be kept as low as possible in order to generate <u>both</u> operating surpluses <u>and</u> lower Rates.	Council should aim to keep average operating costs below the average benchmark Councils.	\$1,996	\$2,340	\$2,278	In terms of operational expenditure (excluding depreciation), Glen Eira ranks as spending \$48 less per assessment (\$3.04m) than the average for the Inner Melbourne Councils grouping.	

Assurance Map

The assurance map considers the key risks to Council in achieving its objectives and performance expectations, and the assurance activities which have been conducted over the operation of controls that apply to those risks. The Assurance Map is indicative of the type of activity in place to provide Council Management with comfort that the control environment is operating as intended. A formal review of strategic risks is undertaken annually by Executive. The risks have been identified, assessed and ranked in order of risk exposure to Council. The assurance map will be updated after every formal review and when assurance activities are proposed or undertaken.

Council's Strategic Risks	Risk Rating	Type of Assurance						Previous and proposed IA activity 2016/17-2017/18-2018/19, and/or other independent reviews/checks
		Management Review / self-assessment	Insurance Coverage	LG Investigations / Compliance inspectorate	VAGO Performance Audits*	Independent Consultants / External party review	Internal Audit	
1. State Government decisions impacting our community	E							Food Safety (2011/12) Statutory Planning (2013/14)
2. Terrorist Attack – Lone Wolf	H							Security Protocol Review (2014) Disaster Recovery Planning and Business Continuity Planning (2017/18)
3. Vulnerability to cyber attack	H							Cyber Security Review including mobile devices website management and penetration testing (2016) Development of Information Management Strategy (2017/18)
4. Contracts – contracting process by Council	H							Tendering (2013/14) Contract Management (2013/14) Financial Compliance transaction analysis (ongoing)
5. Vulnerability to litigious action	H							Risk Management Framework(2015-16) Fraud Management Review (2016-17)
6. Failure to keep pace with emerging technologies and digital environment	H							IT Sensitive Information (2011/12) IT Security (2012/13, 2014/15) IT General Controls (2015/16) IT Strategy (management) (2013/14) Regular penetration testing on the internal and external network infrastructure and external websites Development of Information Management Strategy (2017/18)
7. Vulnerability to significant fraud	H							Fraud Review (2013/14) Financial Controls (2014/15) Financial Compliance transaction analysis (ongoing) Risk Management Framework(2015-16) Fraud Management Review (2016-17) Procurement and Contracts (2017/18)
8. Not sufficiently agile to respond to change	H							Change Management Framework Promapp
9. Failure to effectively plan for the changing demographic of our workforce	M							SafetyMAP recertification (2013/14) OH&S Review (2015/16) People and Culture Audit (2018/19)
10. Transformation program fails to deliver anticipated benefits for the organisation and community.	M							

* Reviews performed are ad-hoc and Council may or may not be included in selected sampling. Level of coverage provided where not all aspects of the risk may have been addressed by assurance activity.



Please note that the External Audit process is designed to enable the AG to express an opinion on the annual financial report. The external audit is not a comprehensive audit of all systems and processes and is not designed to uncover all deficiencies, breaches and irregularities in those systems & processes.

Income Statement

for the period ending 31 December 2016

	2016-17 Year to Date Actual	2016-17 Year to Date Budget	2016-17 Year to Date Variance	2016-17 Year to Date Variance	2016-17 Last Month Forecast	2016-17 Current Month Forecast	2016-17 Current Month Forecast Movement	2016-17 Annual Budget	2016-17 Budget Forecast Variance	2016-17 Budget Forecast Variance
	\$ 000's	\$ 000's	\$ 000's	(%)	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's	(%)
Income										
Income from Ordinary Activities										
General Rates	85,185	85,051	134	0.2%	85,188	85,185	(3)	85,051	134	0.2%
Supplementary Rates	846	800	46	5.7%	805	846	40	800	46	5.7%
Waste and Recycling Charges	14,377	14,357	20	0.1%	14,875	14,841	(34)	14,821	20	0.1%
Grants (Operating and Capital)	12,966	12,307	659	5.4%	24,989	25,078	90	24,443	635	2.6%
Interest Received	654	450	204	45.4%	1,051	1,104	53	900	204	22.7%
User Fees	13,330	12,717	614	4.8%	25,694	26,200	506	25,500	700	2.7%
Statutory Fees and Fines	4,378	2,880	1,498	52.0%	6,904	7,108	204	5,610	1,498	26.7%
Contributions (Monetary)	4,169	3,073	1,096	35.7%	6,386	6,491	105	5,500	991	18.0%
Other Income	1,114	934	180	19.3%	2,432	2,501	70	2,321	180	7.8%
Total Income from Ordinary Activities	137,019	132,568	4,450	3.36%	168,325	169,355	1,030	164,947	4,408	2.7%
Expenses										
Expenses from Ordinary Activities										
Employee Costs	35,156	35,418	261	0.7%	69,505	70,149	(644)	70,660	511	0.7%
Materials and Consumables	2,595	2,993	399	13.3%	5,730	5,700	30	6,040	341	5.6%
Contractor Payments	13,223	14,036	813	5.8%	29,040	28,863	178	29,729	866	2.9%
Maintenance	2,356	3,154	799	25.3%	5,851	5,701	150	6,323	622	9.8%
Utility Services	2,023	2,216	193	8.7%	4,009	4,026	(17)	4,218	193	4.6%
Insurances	637	746	109	14.6%	992	965	27	1,075	109	10.2%
Other Expenses	1,993	2,189	196	8.9%	4,306	4,226	80	4,438	212	4.8%
Grants and Subsidies	521	609	87	14.3%	871	835	36	922	87	9.5%
Borrowing Costs	400	397	(3)	(0.8%)	763	765	(2)	762	(3)	(0.4%)
Total Expenses from Ordinary Activities	58,905	61,758	2,853	4.6%	121,067	121,229	(162)	124,166	2,937	2.4%
Surplus before non operational activities	78,114	70,810	7,303	10.3%	47,258	48,126	869	40,781	7,346	18.0%
Non-operational Activities										
Proceeds from Sale of Property, Infrastructure, Plant and Equipment	481	300	180	60.1%	663	721	58	481	240	50.0%
Written Down Value of Assets Sold/Disposed	479	765	286	37.4%	1,369	1,245	124	1,531	286	18.7%
Depreciation and Amortisation	10,833	11,257	424	3.8%	22,155	22,090	65	22,514	424	1.9%
Surplus for the period	67,282	59,088	8,193	13.9%	24,396	25,512	1,116	17,216	8,296	48.2%

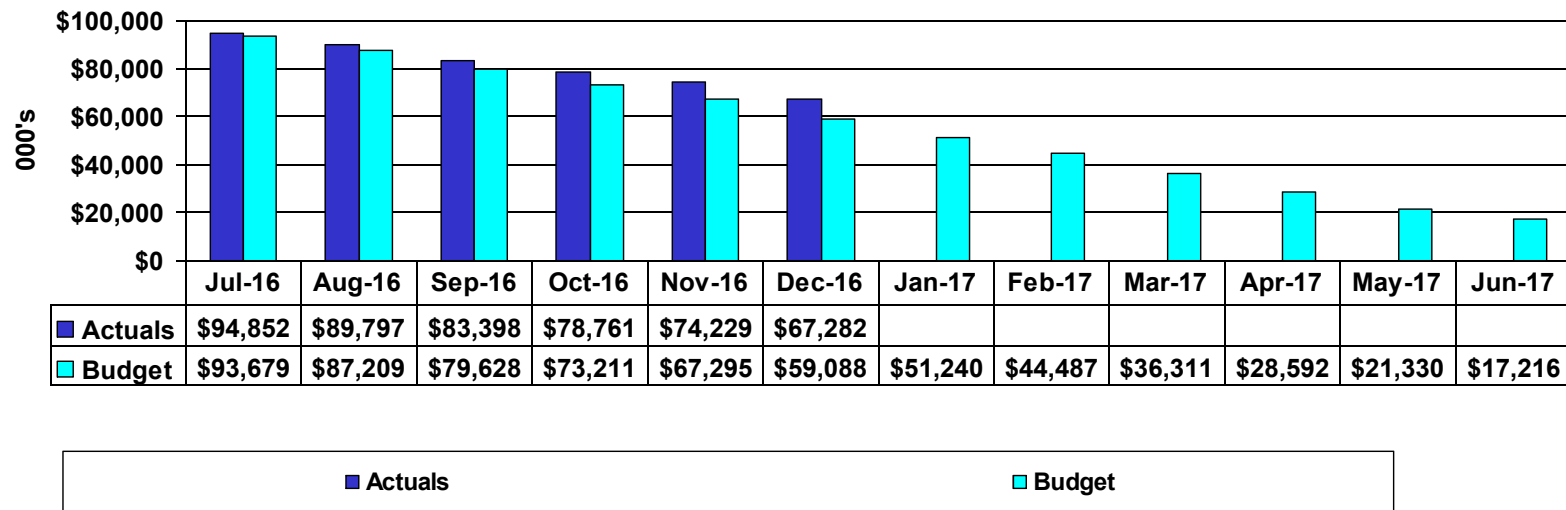
Key to Variance - Positive figures relate to an increase in revenue and a decrease in expenditure. Negative figures relate to a decrease in revenue and increase in expenditure.

Balance Sheet*for the period ending 31 December 2016*

	Actuals 2015-16	Annual Budget 2016-17	Annual Forecast 2016-17	Year to Date Actual 2016-17	Previous Month's Actuals
	\$ 000's	\$ 000's	\$ 000's	\$ 000's	\$ 000's
Assets					
Current Assets					
Cash and Cash Equivalents	45,930	45,582	46,127	58,059	59,180
Trade and Other Receivables	10,408	8,984	10,408	61,673	71,506
Other Assets	1,297	1,309	1,297	251	333
Total Current Assets	57,635	55,875	57,832	119,982	131,019
Non-Current Assets					
Property, Infrastructure, Plant and Equipment	2,047,138	1,727,370	2,063,639	2,050,855	2,049,149
Intangible Assets	1,042	750	1,042	849	870
Investments in Joint Operations	2,125	2,595	2,125	2,125	2,125
Other Financial Assets	5	5	5	5	5
Total Non-Current Assets	2,050,310	1,730,720	2,066,811	2,053,834	2,052,149
TOTAL ASSETS	2,107,945	1,786,595	2,124,643	2,173,816	2,183,168
Liabilities					
Current Liabilities					
Trade and Other Payables	16,494	11,832	14,994	7,240	7,014
Trust Funds and Deposits	25,501	24,670	25,501	34,706	37,356
Provisions	12,891	13,692	12,891	12,632	12,552
Interest-Bearing Liabilities	3,149	3,349	3,349	3,282	3,294
Total Current Liabilities	58,035	53,543	56,735	57,861	60,216
Non-Current Liabilities					
Provisions	1,186	1,187	1,186	1,393	1,186
Interest-Bearing Liabilities	21,734	18,113	18,113	20,108	20,364
Other Liabilities - Joint Operations	2,568	3,352	2,568	2,568	2,568
Total Non-Current Liabilities	25,488	22,652	21,867	24,069	24,118
Total Liabilities	83,523	76,195	78,602	81,930	84,335
Net Assets	2,024,422	1,710,400	2,046,041	2,091,886	2,098,834
Equity					
Accumulated Surplus	890,150	908,144	911,769	959,542	963,166
Asset Revaluation Reserve	1,130,179	797,983	1,130,179	1,130,361	1,130,361
Public Open Space Reserve	4,093	4,273	4,093	1,983	5,307
Total Equity	2,024,422	1,710,400	2,046,041	2,091,886	2,098,834

Performance Graphs

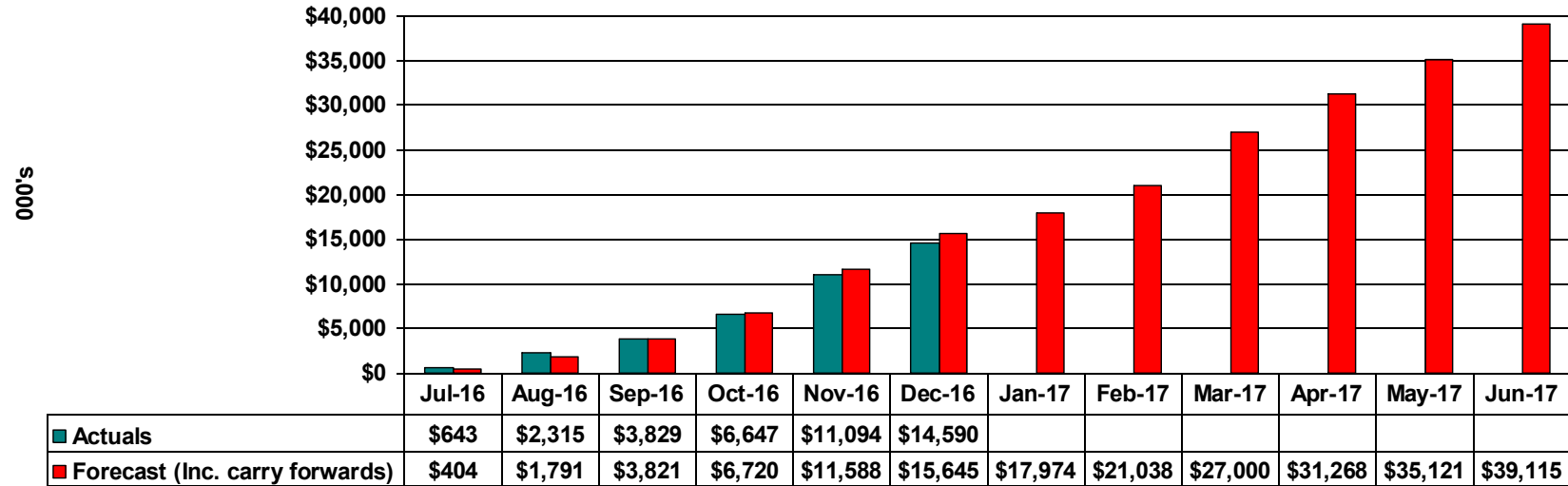
Financial Performance
for the period ending 31 December 2016



The December 2016 year to date financial performance was \$8.19m better than the year to date budget mainly due to:

- Better than anticipated income received for statutory fees and fines \$1.5m, open space contributions \$1.1m, government grants \$659k, user fees \$614k, interest received \$204k, Other Income \$180k and general rates and charges \$134k.
- Favourable variances in expenditure items including: contractors \$813k, maintenance \$799k, materials and consumables \$399k, employee costs \$261k, other expenses \$196k, utility services \$193k and insurances \$109k.

Capital Works Expenditure
for the period ending 31 December 2016

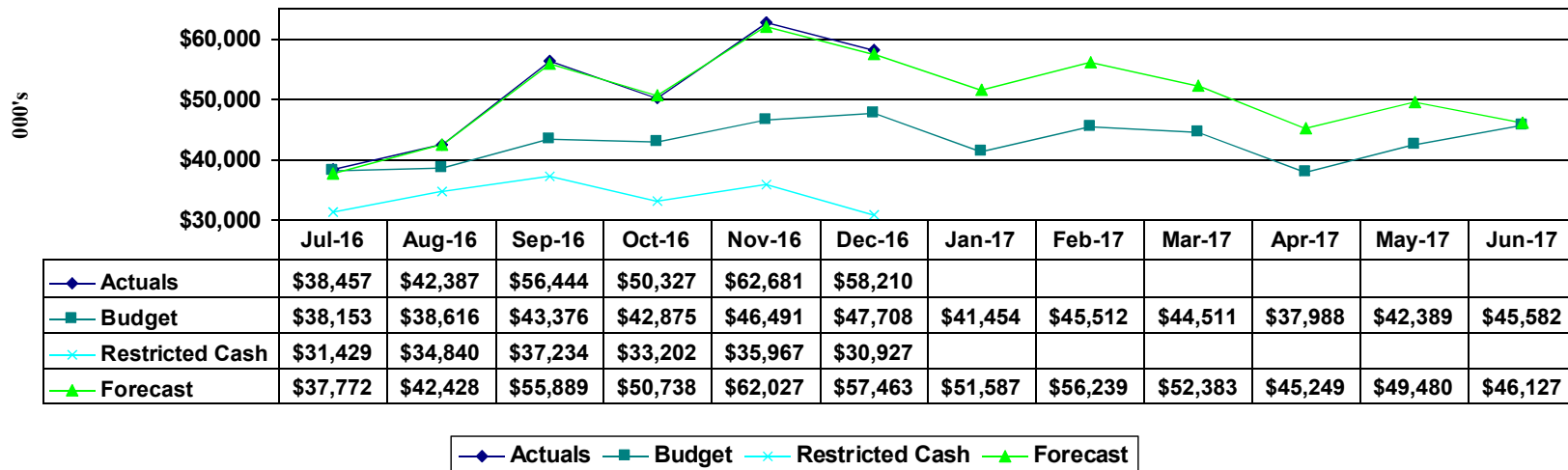


Actuals

Forecast (Inc. carry forwards)

Council's capital expenditure is behind forecast by \$1.01m mainly due to Booran Reserve \$379k, Renewal of Heating Ventilation and Air-Conditioning \$295k and Open Space Initiatives \$250k.

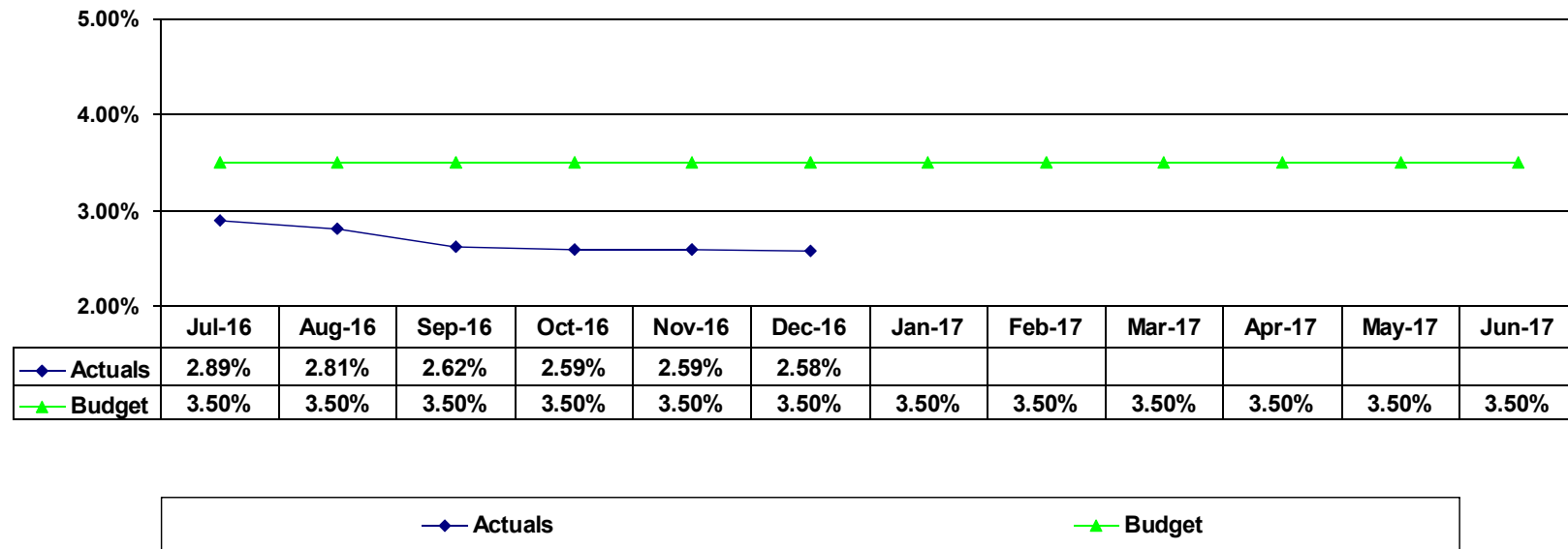
Cash and Investments Balances
for the period ending 31 December 2016



Council's year to date cash balance of \$58.21m is higher than budget for the current month. Council's forecast position to June 2017 of \$46.13m has been adjusted to reflect the movements in Council's Income Statement and Capital Works Program forecast adjustments.

Council has cash assets that are subject to restrictions. Restricted funds as at 31 December 2016 include: residential aged care deposits of \$24.48m, trust funds and deposits \$4.1m (including asset protection permits), open space reserve \$1.98m and fire services property levy \$369k.

Actual Interest Rate vs Budget Interest Rate
for the period ending 31 December 2016



Council achieved a lower return of 2.58% against the budget of 3.50%.

Capital Works Program Expenditure

for period ending 31 December 2016

Description	2016-17 Carry Forwards from 2015-16	2016-17 Adopted Annual Capital Budget	2016-17 Capital Grant Funding	2016-17 Budget Plus 2015-16 Carry Forward	2016-17 YTD Work In Progress	2016-17 YTD Forecast	2016-17 YTD Variance	2016-17 Annual Forecast Projected end of June 2017 expenditure	2016-17 Forecast Adjustments
	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
<u>CAPITAL WORKS: PRIORITY ITEMS</u>									
Information Systems	-	837,500	-	837,500	281,070	71,500	(209,570)	837,500	-
Vehicle Replacements	-	1,706,112	-	1,706,112	784,494	608,139	(176,355)	1,706,112	-
Footpath Replacement	-	1,725,000	-	1,725,000	823,871	862,500	38,629	1,725,000	-
Kerb and Channel Replacement	-	160,000	-	160,000	8,760	84,000	75,240	160,000	-
Road Rehabilitation	-	3,082,409	-	3,082,409	799,369	550,000	(249,369)	3,082,409	-
Drainage Improvement	-	3,482,000	-	3,482,000	1,818,409	995,000	(823,409)	3,482,000	-
Local Road Resurfacing	-	1,500,000	-	1,500,000	57,679	498,000	440,321	1,500,000	-
Right of Way Renewal	-	330,000	-	330,000	286,982	312,000	25,018	330,000	-
Traffic Signal Renewal	-	100,000	-	100,000	-	-	-	100,000	-
Local Area Traffic Management (LATM) Replacement	-	500,000	-	500,000	26,445	45,000	18,555	500,000	-
Car Park Rehabilitation	-	775,000	-	775,000	84,746	-	(84,746)	775,000	-
Roads to Recovery	-	714,999	665,001	1,380,000	11,488	-	(11,488)	1,380,000	-
TOTAL PRIORITY ITEMS	-	14,913,020	665,001	15,578,021	4,983,313	4,026,139	(957,174)	15,578,021	-
<u>CAPITAL WORKS: ROLLING ANNUAL CAPITAL WORKS: ROLLING ANNUAL- ENVIRONMENTAL INITIATIVES</u>									
Bicycle Strategy Implementation	101,000	250,000	-	351,000	34,655	145,000	110,345	351,000	-
Warm season grass Program	-	600,000	700,000	1,300,000	13,915	-	(13,915)	1,300,000	-
TOTAL CAPITAL WORKS: ROLLING ANNUAL- ENVIRONMENTAL INITIATIVES	101,000	850,000	700,000	1,651,000	48,570	145,000	96,430	1,651,000	-
<u>CAPITAL WORKS: ROLLING ANNUAL-LIBRARIES</u>									
Library and Information Services	-	793,467	62,811	856,278	467,141	521,078	53,937	856,278	-
TOTAL CAPITAL WORKS: ROLLING ANNUAL- LIBRARIES	-	793,467	62,811	856,278	467,141	521,078	53,937	856,278	-
<u>CAPITAL WORKS: ROLLING ANNUAL-TRAFFIC MANAGEMENT</u>									
Blackspot Treatment	-	18,000	-	18,000	-	-	-	18,000	-
Traffic Engineering	412,955	1,075,000	-	1,487,955	416,893	481,955	65,062	1,487,955	-
TOTAL CAPITAL WORKS: ROLLING ANNUAL- TRAFFIC MANAGEMENT	412,955	1,093,000	-	1,505,955	416,893	481,955	65,062	1,505,955	-
<u>CAPITAL WORKS: ROLLING ANNUAL-PUBLIC OPEN SPACES AND RECREATIONAL FACILITIES</u>									
Playground Minor Equipment/Art Rolling Program	-	345,000	-	345,000	300,824	300,000	(824)	365,000	20,000
Carnegie Swim Centre Capital Maintenance	-	50,000	-	50,000	-	20,000	20,000	50,000	-
Minor Park Improvements	-	899,050	-	899,050	380,785	539,050	158,265	899,050	-
Sports Ground Lighting	-	80,000	-	80,000	32	80,000	79,968	80,000	-
Public Hall Furniture	-	4,000	-	4,000	4,900	4,000	(900)	4,000	-
Shade Sails Rolling Program	-	105,000	-	105,000	31,535	105,000	73,465	105,000	-
Plinth Curbing	-	85,000	-	85,000	57,309	45,000	(12,309)	85,000	-
TOTAL CAPITAL WORKS: ROLLING ANNUAL- PUBLIC OPEN SPACES AND RECREATIONAL FACILITIES	-	1,568,050	-	1,568,050	775,385	1,093,050	317,665	1,588,050	20,000

Capital Works Program Expenditure

for period ending 31 December 2016 (continued)

Description	2016-17 Carry Forwards from 2015-16	2016-17 Adopted Annual Capital Budget	2016-17 Capital Grant Funding	2016-17 Budget Plus 2015-16 Carry Forward	2016-17 YTD Work In Progress	2016-17 YTD Forecast	2016-17 YTD Variance	2016-17 Annual Forecast Projected end of June 2017 expenditure	2016-17 Forecast Adjustments
	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
<u>CAPITAL WORKS: ROLLING ANNUAL-BUILDING WORKS</u>									
Building Improvements	-	550,500	-	550,500	170,819	255,100	84,281	550,500	-
Kitchen/ Joinery Renewal	-	30,000	-	30,000	10,775	30,000	19,225	30,000	-
Roof Renewal	-	113,700	-	113,700	59,894	45,480	(14,414)	113,700	-
Painting Program	-	111,650	-	111,650	19,922	46,600	26,678	111,650	-
TOTAL CAPITAL WORKS: ROLLING ANNUAL-BUILDING WORKS	-	805,850	-	805,850	261,410	377,180	115,770	805,850	-
<u>CAPITAL WORKS: ROLLING ANNUAL-SHOPPING CENTRES</u>									
Annual Shopping Streetscape Program	-	567,000	-	567,000	45,190	-	(45,190)	567,000	-
TOTAL CAPITAL WORKS: ROLLING ANNUAL-SHOPPING CENTRES	-	567,000	-	567,000	45,190	-	(45,190)	567,000	-
TOTAL ROLLING ANNUAL	513,955	5,677,367	762,811	6,954,133	2,014,589	2,618,263	603,674	6,974,133	20,000
<u>CAPITAL WORKS: MAJOR PROJECTS</u>									
Lord Hex Pavilion, Carnegie	-	220,000	-	220,000	-	-	-	220,000	-
Duncan Mackinnon Pavilion	-	-	-	-	13,828	-	(13,828)	-	-
Marlborough Pavilion, Bentleigh East	-	25,000	-	25,000	-	-	-	25,000	-
Carnegie Swim Centre	-	280,000	-	280,000	380	50,000	49,620	280,000	-
TOTAL MAJOR PROJECTS	-	525,000	-	525,000	14,208	50,000	35,792	525,000	-
<u>CAPITAL WORKS: OPEN SPACE STRATEGY IMPLEMENTATION</u>									
Open Space Strategy Initiatives	-	900,000	-	900,000	199,700	450,000	250,300	900,000	-
Booran Reserve	-	3,962,495	97,000	4,059,495	2,780,219	3,159,495	379,276	4,059,495	-
TOTAL OPEN SPACE STRATEGY IMPLEMENTATION	-	4,862,495	97,000	4,959,495	2,979,919	3,609,495	629,576	4,959,495	-
<u>SHORT TERM PROJECTS</u>									
<u>CAPITAL WORKS: SHORT TERM-ENVIRONMENTAL INITIATIVES</u>									
Building Improvements	-	716,676	-	716,676	153,873	400,000	246,127	716,676	-
Park Lighting Energy Efficiency Upgrade	-	218,337	-	218,337	-	-	-	218,337	-
TOTAL CAPITAL WORKS: SHORT TERM-ENVIRONMENTAL INITIATIVES	-	935,013	-	935,013	153,873	400,000	246,127	935,013	-
<u>CAPITAL WORKS: SHORT TERM-AGED CARE</u>									
Building Improvements	-	83,000	-	83,000	18,876	83,000	64,124	83,000	-
ILU Refurbishment	-	120,000	-	120,000	-	48,000	48,000	120,000	-
Residential Services Minor Improvements	-	220,000	-	220,000	90,919	80,000	(10,919)	220,000	-
TOTAL CAPITAL WORKS: SHORT TERM-AGED CARE	-	423,000	-	423,000	109,795	211,000	101,205	423,000	-
<u>CAPITAL WORKS: SHORT TERM-FAMILY & CHILDREN'S SERVICES</u>									
Replacement FDC of Equipment	-	10,000	-	10,000	9,658	10,000	342	10,000	-
TOTAL CAPITAL WORKS: SHORT TERM-FAMILY & CHILDREN'S SERVICES	-	10,000	-	10,000	9,658	10,000	342	10,000	-

Capital Works Program Expenditure

for period ending 31 December 2016 (continued)

Description	2016-17 Carry Forwards from 2015-16	2016-17 Adopted Annual Capital Budget	2016-17 Capital Grant Funding	2016-17 Budget Plus 2015-16 Carry Forward	2016-17 YTD Work In Progress	2016-17 YTD Forecast	2016-17 YTD Variance	2016-17 Annual Forecast Projected end of June 2017 expenditure	2016-17 Forecast Adjustments
	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
<u>CAPITAL WORKS: SHORT TERM-PUBLIC OPEN SPACES AND RECREATIONAL FACILITIES</u>									
ILU Refurbishment	-	50,000	-	50,000	-	20,000	20,000	50,000	-
Multi-purpose Sports Court redevelopment	99,880	165,000	-	264,880	93,729	95,000	1,271	264,880	-
Recreation	130,000	875,000	195,000	1,200,000	88,902	125,000	36,098	1,200,000	-
Parks & Gardens	-	158,000	-	158,000	65,106	18,000	(47,106)	308,000	150,000
Outdoor Fitness Stations and Instructional Signage	-	70,000	-	70,000	-	-	-	70,000	-
Bin Enclosures	-	37,500	-	37,500	34,006	37,500	3,494	37,500	-
TOTAL CAPITAL WORKS: SHORT TERM-PUBLIC OPEN SPACES AND RECREATIONAL FACILITIES	229,880	1,355,500	195,000	1,780,380	281,743	295,500	13,757	1,930,380	150,000
<u>CAPITAL WORKS: SHORT TERM-TRAFFIC MANAGEMENT</u>									
Parking Ticket Machines	-	150,000	-	150,000	-	150,000	150,000	150,000	-
TOTAL CAPITAL WORKS: SHORT TERM-TRAFFIC MANAGEMENT	-	150,000	-	150,000	-	150,000	150,000	150,000	-
<u>CAPITAL WORKS: SHORT TERM-BUILDING WORKS</u>									
Renewal of Heating Ventilation Air Conditioning	-	972,000	-	972,000	5,378	300,000	294,622	972,000	-
Land Acquisition- 6, Aileen Avenue, Caulfield South	-	-	-	-	2,106,281	2,100,000	(6,281)	2,100,000	2,100,000
Land Acquisition- 53, Magnolia Road, Gardenvale	-	-	-	-	1,391,491	1,400,000	8,509	1,490,000	1,490,000
Building Improvements	-	538,635	219,000	757,635	158,378	220,000	61,622	757,635	-
Disability Access Upgrade	-	65,000	-	65,000	13,574	65,000	51,426	65,000	-
GESAC	1,311,128	250,000	-	1,561,128	226,366	80,000	(146,366)	1,561,128	-
Public Toilet Exeloo	-	180,000	-	180,000	-	-	-	180,000	-
TOTAL CAPITAL WORKS: SHORT TERM-BUILDING WORKS	1,311,128	2,005,635	219,000	3,535,763	3,901,468	4,165,000	263,532	7,125,763	3,590,000
<u>CAPITAL WORKS: SHORT TERM-LIBRARIES</u>									
Smart Sorter Machine	-	250,000	-	250,000	119,317	-	(119,317)	250,000	-
TOTAL CAPITAL WORKS: SHORT TERM-LIBRARIES	-	250,000	-	250,000	119,317	-	(119,317)	250,000	-
<u>CAPITAL WORKS: SHORT TERM-OTHER</u>									
Furniture & Fittings	-	50,000	-	50,000	-	50,000	50,000	50,000	-
Refurbishment of outdoor play space	-	45,000	-	45,000	5,384	20,000	14,616	45,000	-
Drainage Asset Management Decision tool	-	28,000	-	28,000	-	-	-	28,000	-
Annual Plant and Equipment Replacement	-	131,000	-	131,000	16,405	40,000	23,595	131,000	-
TOTAL CAPITAL WORKS: SHORT TERM-OTHER	-	254,000	-	254,000	21,789	110,000	88,211	254,000	-
TOTAL SHORT TERM PROJECTS	1,541,008	5,383,148	414,000	7,338,156	4,597,643	5,341,500	743,857	11,078,156	3,740,000
TOTAL CAPITAL WORKS EXPENDITURE	2,054,963	31,361,030	1,938,812	35,354,805	14,589,672	15,645,397	1,055,725	39,114,805	3,760,000

10. URGENT BUSINESS

There were no items of Urgent Business submitted to the meeting.

11. ORDINARY BUSINESS**11.1 Requests for reports from Officers****11.1(a)****Moved: Cr Silver****Seconded: Cr Sztrajt**

That Officers prepare a Report outlining options that Council can explore to actively support traders affected by the future redevelopment of the Coles Elsternwick site into a multi-storey residential and commercial hub.

The report should explore options that facilitate patron access to the Elsternwick shopping centre, and parking for patrons and nearby residents during construction.

CARRIED UNANIMOUSLY

It is recorded Cr Taylor vacated the Chamber at 10.26pm and re-entered at 10.28pm.

11.1(b)**Moved: Cr Magee****Seconded: Cr Silver**

That Council receives a report on the community benefit of providing free membership to GESAC, for Glen Eira residents seventy years of age and over.

CARRIED UNANIMOUSLY

11.1(c)**Moved: Cr Athanasopoulos****Seconded: Cr Hyams**

That Council officers prepare a report on the feasibility of providing data on car parking waivers given to approved but not yet built developments within all commercial centres.

The report should also explore whether such data would strengthen Council's case at VCAT, when defending decisions to refuse applications seeking a reduction in car parking.

CARRIED UNANIMOUSLY

11.2 Right of Reply – NIL**11.3 Councillor questions - NIL**

11.4 Public questions to Council

There were 13 questions received for the 7 February 2017 Council Meeting.

1. Ray Brown – Carnegie

Will Council ammend Local Laws to change the time for public questions to the beginning of Council meetings and also allow 15 minutes for questions without notice and 15 minutes for questions submitted

Response

Council will undertake a comprehensive review of the Local Law during 2018/19 as the Local Law expires in 2019. The matters that you have raised will be considered as part of that review. However, in the meantime there is a provision in the existing Local Law that enables public participation. Guidelines are currently being prepared for Council's consideration in accordance with clause 230 of the Local Law. Council can at any time resolve to change the order of business.

2. Ray Brown – Carnegie

Will Council hire outside consultants to help with the current planning review with a view to completing it quicker?

Response

Yes, we will be using various consultants to undertake aspects of the work program. We are also in the process of recruiting specialist staff to join our strategic planning team. The work program is ambitious but achievable. Also, there are a number of key steps that we need to go through which will impact the timing, so it's not just about resources. We are committed to delivering a good product in as time efficient a way as possible.

3. Newton Gatoff – Bentleigh East

Mr Gatoff's question was not read at the meeting as he was not present in the Chamber. A letter will be sent to Mr Gatoff in accordance with the Local Law.

4. Catherine Dale – Bentleigh East

Ms Dale's question was not read at the meeting as she was not present in the Chamber. A letter will be sent to Ms Dale in accordance with the Local Law.

5. Rosetta Manaszewicz – Mc Kinnon

Will council publish asap and, on its home page, the full Hansen report so that residents may acquaint themselves with the rationale for the recommendation to support an eight storey mandatory height limit for the North Road tower complex?

Response

Council resolved at Agenda Item 9.3 to release the report to the public. This will be published on Council's website tomorrow.

Council intends to make all expert evidence that it has submitted to the Victorian Projects Advisory Committee available to the public.

6. Rosetta Manaszewicz – Mc Kinnon

Will council please provide an update on the Caulfield Racecourse Reserve Trustee issue - in particular whether the MRC trustees have resigned and whether the remaining two councillor trustees have also officially resigned?

Response

Councillor trustees resigned in late October 2016 in response to a request from Minister D'Ambrosio. It is understood that the MRC representatives on the Trust have also signed the necessary paperwork to give effect to their resignations, however you would be best to confirm this with the Minister or the MRC directly.

Like the community, Council would like to see all of the recommendations contained in the Bi-Partisan Working Group's report implemented at the earliest opportunity. The CEO and I have recently met with some stakeholders to understand how we can best place our efforts to achieve this outcome. I expect to be meeting with the Minister's advisors soon to receive an update on their progress.

I will undertake to keep the community up to date with these conversations.

7. Paul Caine – Glen Huntly

Question to Council re Murrumbidgee to Malvern Flood Mitigation Project and the opportunity to include Water Sensitive Design Elements into Riley Reserve and Boyd Park. Water sensitive features are a major attraction in public parks, and requests for the reinstatement of some wetlands or include water back into to our landscapes are frequently raised by residents at our Sustainable Living Forums. Has, or is council going to raise the inclusion of wetlands or natural water sensitive features in Riley Reserve and/or Boyd Park as a desirable outcome for this proposed Melbourne Water Project? We believe this will be a once in a lifetime opportunity for the City of Glen Eira to achieve significant passive recreational features at Melbourne Water provision. Melbourne Water's design team will be surveying this route this February so any action retaining to the above may need prompt action. In the interest of Glen Eira residents will Council continue to pursue these issues?

Response

The opportunity to incorporate Water Sensitive Urban Design (WSUD) elements along the drainage alignment has been raised with Melbourne Water by Council and I understand that you have personally discussed it with them as part of their community engagement process.

Council officers are supportive in principle of incorporating additional native, indigenous and WSUD design features as part of the landscape reinstatement, and have requested Melbourne Water to explore these opportunities. It should be noted that providing sections of open drainage and water treatment in Boyd Park is complex, and Council would be responsible for the ongoing management and maintenance of these areas.

The project is still in the investigation phase, with work currently underway to finalise a precise alignment, depth and design.

Residents are encouraged to continue to provide feedback to Melbourne Water.

It is recorded Cr Magee vacated the Chamber at 10.40pm and re-entered at 10.43pm.

8. Markus Oswald - Carnegie

Please provide details of any agreement (including land transfer, land swap, license or any other contractual arrangement) which allows the LXRA to use Council land in areas such as Lorne St or Girdwood Ave for the permanent Skyrail structure. Please detail when Council entered into these binding agreements.

Response

The Level Crossing Removal Authority (LXRA) has legislative powers under the 'Major Transport Project Facilitation Act 2009' that allows it to use or acquire any land for the Project temporarily or permanently. This Act does not require Council agreement.

After the LXRA gave Council notification of their required land use, Council entered into a licence agreement with the LXRA for the temporary use of Council road reserve on 16 September 2016, for the road reserve in Leamington Crescent and Lorne Street in Caulfield East, and Girdwood Avenue in Carnegie.

The LXRA has not yet confirmed which areas they will require for permanent use.

9. Markus Oswald - Carnegie

7 February is the first anniversary of the Skyrail announcement but residents have not yet been told the distance from Skyrail viaduct to their property boundary and/or homes. Nor have residents been told the width of the viaduct. Please advise whether Council has been provided with this information. If not, is Council willing to advocate on behalf of residents?

Response

Council has not been provided with this information, however in January 2017 the LXRA updated their website to show updated aerial views of the Project design. This can be found at <http://levelcrossings.vic.gov.au/>

Council has been consistently advocating to the LXRA and State Government where it can to get better outcomes for our community. This has included advocating for a way for the LXRA to engage directly with affected residents on issues they are experiencing specific to their property. Any questions relating to your property and personal circumstances can be raised with the LXRA who will provide a case manager, through contacting them on 1800 767 667 or by email at contact@levelcrossings.vic.gov.au

10. Richard Smith - Carnegie

LXRA has made the extraordinary claim that during its briefings with Council concerning Skyrail the only feedback Council provided was its concerns about who would pay for the maintenance of any "open space" created. What information did LXRA provide to Council during those briefings and what feedback did Council provide in response?

Response

The LXRA briefed Council in 2015 and 2016 on the project and their presentations included information that was publicly available.

Council resolved at its Ordinary Council Meeting on 23 February 2016 to make a formal submission to the LXRA Project Director, which was sent on 16 March 2016. This

submission is available on Council's website and a copy will be forwarded to you for your reference.

In the submission, Council requests that the LXRA Project team ensures that the design and delivery minimises impact on adjoining residents and local businesses. It outlines Council's expectations relating to a variety of important issues including protecting trees, valuable community and open spaces, parking and ensuring that design gives proper consideration to community concerns (including safety, overshadowing and noise).

Council has been consistently advocating to the LXRA and State Government on an ongoing basis on a range of technical and strategic issues and influencing where it can to get better outcomes for our community.

11. Richard Smith - Carnegie

The controversial Amendment C110 was foisted upon Glen Eira by the former Minister for Planning allegedly at the request of Glen Eira City Council and without public scrutiny or input. Does the new Council still believe that changing the purposes, ranges of uses, amenity standards and decision guidelines can fairly be described as neutral?

Response

The "new" residential zones' three tier structure (Neighbourhood Residential, General Residential and Residential Growth) was assessed at the time to be very closely aligned with Glen Eira's long standing residential policy areas – minimal change area, housing diversity and urban villages. In the Council at the time's view, these changes were considered to be consistent and neutral. If C110 did not proceed the State Government would have defaulted all Residential 1 Zone land to the General Residential Zone.

While amendment C110 was approved by the previous State Government, the Andrews Labor Government subsequently appointed the Managing Residential Development Advisory Committee. This Committee conducted public consultation (including a public hearing) which concluded last year. Under the terms of reference the Committee is to consider the process by which the new residential zones were implemented and advise on the level of evidence and justification needed when preparing planning scheme amendments. Council is still awaiting the Minister for Planning's release of the Committee's findings. The State Government webpage can be found at <http://www.planning.vic.gov.au/panels-and-committees/current-panels/managing-residential-development-advisory-committee>

12 and 13 Mary and Geoff Healy - Caulfield

Mr and Mrs Healy's questions were not read at the meeting as they were not present in the Chamber. A letter will be sent to Mr and Mrs Healy in accordance with the Local Law.

12. CONSIDERATION OF CONFIDENTIAL ITEMS**Moved: Cr Magee****Seconded: Cr Athanasopoulos**

That pursuant to Section 89(2) of the Local Government Act 1989, the council resolves that so much of this meeting be closed to members of the public, as it involves Council consideration of matters coming within some or all of the following categories listed in Section 89(2) of such Act.

- (a) Personnel Matters;
- (b) The personal hardship of any resident or ratepayers;
- (c) Industrial matters;
- (d) Contractual matters;
- (e) Proposed developments;
- (f) Legal Advice
- (g) Matters affecting the security of council property
- (h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
- (i) A resolution to close the meeting to members of the public.

CARRIED**Table of Contents**

- 12.1 Provision of Recruitment, Training and Associated Services (S89(2)(d) Contractual Matter – LGA)

It is recorded that the public gallery was vacated to enable Council to consider the above listed items in Confidential Business.

Following consideration of Confidential Business the Chairperson declared the meeting closed at 10.49pm.

Moved: Cr Magee**Seconded: Cr Silver**

That Council:

1. appoints the panel of providers recommended by Procurement Australia. A full listing is provided in the Confidential Attachment No. 1;
2. authorises the Chief Executive Officer to advise Procurement Australia; and
3. makes the resolution available in the public meeting minutes.

CARRIED UNANIMOUSLY**Moved: Cr Hyams****Seconded: Cr Magee**

That the meeting be opened to the public

CARRIED UNANIMOUSLY**13. CLOSURE OF MEETING**

Following consideration of Confidential Business the Chairperson declared the meeting closed at 10.49pm.

Confirmed this 28 Day of February 2017

Chairperson: