



GLEN EIRA CITY COUNCIL

ORDINARY COUNCIL MEETING

TUESDAY 4 SEPTEMBER 2018

AGENDA

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

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

- s3c(1) Local Government Act

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

Chief Executive Officer: Rebecca McKenzie

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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.

12.1 Variation to Recyclables Processing Service Contract 2014022

Local Government Act 1989 Section 89(2)(d) given it relates to contractual matters.

12.2 Tender 2018.256 Sustainability Works – Building Insulation

Local Government Act 1989 Section 89(2)(d) given it relates to contractual matters.

12.3 Tender 2018.231 Direct Mail Solutions

Local Government Act 1989 Section 89(2)(d) given it relates to contractual matters.

13. CLOSURE OF MEETING



**AGENDA for the ORDINARY MEETING OF THE
GLEN EIRA CITY COUNCIL to be held on TUESDAY 4th September 2018**

1. ACKNOWLEDGEMENT

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

2. APOLOGIES

3. OATH OF OFFICE AND DISCLOSURES OF INTERESTS

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

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

4. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

Copies of Minutes previously circulated.

Recommendation

That the minutes of the Ordinary Council Meeting held on 14 August 2018 be confirmed.

5. **RECEPTION AND READING OF PETITIONS AND JOINT LETTERS**
6. **DOCUMENTS FOR SEALING**
7. **REPORTS BY DELEGATES APPOINTED BY COUNCIL TO VARIOUS
ORGANISATIONS**

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

- a. Arts and Culture Advisory Committee - 17 July 2018
- b. Audit Committee – 17 August 2018

Recommendation

That the minutes of the Advisory Committees as shown below be received and noted and that the recommendations of the Committees be adopted.

- a. Arts and Culture Advisory Committee - 17 July 2018
- b. Audit Committee – 17 August 2018

8.2 Records of Assembly

- a) 31 July 2018
- b) 6 August 2018 (Recreation and Leisure Advisory Committee)
- c) 7 August 2018
- d) 14 August 2018 (pre-meeting)

Recommendation

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

- a) 31 July 2018
- b) 6 August 2018 (Recreation and Leisure Advisory Committee)
- c) 7 August 2018
- d) 14 August 2018 (pre-meeting)



ARTS & CULTURE ADVISORY COMMITTEE MEETING

Minutes

Tuesday 17 July 2018

Meeting opened at **5.30pm**

1. Present

Cr Margaret Esakoff (Chair)
Cr Jamie Hyams (Member)
Peter Jones - Director Community Wellbeing
Deidre Pellizzer - Manager Libraries, Arts & Culture

2. Apologies

Cr Mary Delahunty (Member)

3. Welcome

4. Update on actions from last meeting

4.1. Groove and Graze series

At the 21 May 2018 meeting, officers proposed two changes to the 'Groove and Graze' series to come back to the Committee for consideration.

Officers proposed holding one event later into the year than March, after daylight savings ends, in order to have more of a 'night time' experience at the event. Either:

- Sunday 7 April 2019 - which is one day after daylight savings but is the first weekend of the school holidays or,
- Saturday 4 May 2019 - which is clear of school holidays and Easter/Passover.

Discussion of the dates led to a view that the earlier date in April might be best, due to concerns about inclement weather.

Action:

That officers will present a finalised proposal for Groove and Graze at a future Committee meeting.

4.2. Springtime Music

At the 21 May 2018 meeting officers proposed the Springtime Music series include a yet to be confirmed site for the 18 November 2018 event. The proposed site for the 18 November event is Joyce Park.

5. Events Update – July 2018

5.1. Carols in the Park Update 2018

'Carols in the Park' will be held between 5.30 and 8pm at Bentleigh Hodgson Reserve, on Saturday 15 December 2018. This event will follow the same successful format as last year which focused on a traditional Carol's format with an emphasis on high quality popular children's entertainment.

Officers are currently negotiating with High 5 and Jimmy Giggie to provide the children's entertainment, and Greg Gould and Bella Paige to perform soloist entertainment. Spencer McLaren will be the stage host and The Decibelles choir will also perform.

Action:

That officers will present a finalised proposal for 'Carols in the Park' at a future Committee meeting.

5.2. Storytelling Festival 2018 Snapshot

Officers provided a short update on the 2018 'Story Telling Festival' held recently over June and July. The Committee noted that attendance at the Festival Launch/Opening Night was disappointing with far fewer numbers than last year.

The Festival has been largely successful with more than 40 varied events within 20 venues programmed. A highlight of the Festival this year was the complete transformation of the Gallery – both the look and the experience - into the 'Storytelling Machine', an interactive installation very popular with children over the course of the Festival.

Some other programming highlights:

- A great mix of contemporary writers and performers at venues across the municipality including Lawrence Leung at the Ripponlea Ballroom, Tony Martin and Michael Shafer at the McKinnon Hotel as well as Tim Rogers at the Town Hall
- Stereo Stories, a popular music and literary event in which writers including Treehouse series author Andy Griffiths, humourist Danny Katz, 2018 Victorian Premier's Literary Award for Fiction winner Melanie Cheng and award-winning novelists Arnold Zable
- A fun children's program including illustration workshops by Horrible Harriet and Mr Chicken creator Leigh Hobbs and concerts by ABC entertainer Lah-Lah
- An evening of magic and mayhem at Elsternwick's Library After Dark Sideshow.

5.3. National Reconciliation Week May 2018

Officers reported that this year's event was held on Sunday May 27 and featured a *Welcome to Country* by Boon Wurrung Foundation CEO, Gheran Steel and a *Smoking Ceremony* provided by Jaeden Williams. The Boon Wurrung Foundation collaborated in programming *Culture Evolves* (a dance/didgeridoo performance) and acoustic background music for the guided tour of the park with Gheran Steel. This event also included *Yarn Strong Sista* bush crafts and face painting and a BBQ provided by the local Girl Guides.

The 2018 event numbers were lower than the previous year, which has remained unexplained; however there was overwhelmingly positive feedback from attendees with 100% of people surveyed rating the event good (3.7%), very good (37.04%) or excellent (59.26%):

5.4. My Brother Jack Awards June 2018

This year, the My Brother Jack Awards, opened on 7 March and closed on 18 April, with a record number of eligible entries across short stories, poetry, photography and the early years photography and art categories. The program allows Glen Eira to engage in a creative competition that connects to sponsors, schools and the community as a whole.

The award ceremony saw approximately 70 invited guests have afternoon tea in the Gallery before participating in the Storytelling Machine installation and then attending the prize-giving ceremony in the theatre hosted by MC Brian Nankervis. The My Brother Jack winners were also announced online and, for the second year in a row, on the front cover of the GE news July edition.

6. Gallery Post Exhibition Report

The New Look: 1960s Fashion in Melbourne Glen Eira City Council Gallery 27 April – 27 May 2018

Officers presented a report about this year's in-house curated exhibition *The New Look: 1960s Fashion in Melbourne* was held in the Gallery from 27 April – 27 May 2018. The exhibition was very successful attracting 2,592 visitors, positive visitor feedback and good media coverage. The exhibition was launched by renowned Australian fashion designer Prue Acton O.B.E, with the welcome made by Mayor Cr Tony Athanasopoulos and attended by around 200 people.

An historic selection of garments by leading Melbourne fashion labels including *Prue Acton, Norma Tullo, Kenneth Pirrie, Mr Simon, Sharene Creations, Miss Hartnell, Hartnell of Melbourne* and many other local designers were featured in the exhibition.

The public programs presented in the Gallery also attracted enthusiastic audiences and provided learning and inclusive opportunities for local residents to participate in the Council's cultural programming.

The interactive fashion workshops for children, facilitated by *Barking Spider Visual Theatre*, engaged young children and their families to be creative and construct their own exciting 1960s inspired fashion garments, which were displayed in the Gallery annexe and also shown in a children's fashion parade in the Gallery.

- Marketing for the exhibition included the Gallery program, local news media, GE News and the Jewish News, Art Almanac, Town Hall banners, billboards, posters and flyers to schools and businesses. Prue Acton was interviewed by ABC Radio National and the exhibition was covered by an editorial in Broadsheet Melbourne.
- Most of those attendees surveyed thought the exhibition very good or excellent.
- There were 2474 visits to the Gallery webpage between April – May.
- Six posts were placed on the Glen Eira Council Facebook page which reached 23,470 and received 112 clicks, 129 reactions, 45 comments and 18 shares.

The exhibition was a great success with strong visitation, media coverage and positive visitor feedback.

Action:

That officers will explore other aspects of Melbourne's fashion history, with a view to future programming. Proposals will be presented to the Committee at future meetings.

7. Other Business – Nil

8. Next Meeting - Monday 17 September 2018 , 5.30 – 6pm

Meeting closed at 6pm

AUDIT COMMITTEE

Minutes of Meeting held on 17 August 2018

Committee Attendees:

Committee Members:

- Lisa Woolmer, Chairperson
- Craig Geddes, Independent Member
- The Mayor, Cr Tony Athanasopoulos

Council Officers:

- Rebecca McKenzie, Chief Executive Officer
- Peter Swabey, Director Corporate Services
- John Vastianos, Chief Financial Officer
- Shweta Babbar, Chief Transformation Officer (Item 6)
- Christine Van Der Ark, Manager Buildings & Properties (Item 7)
- Glenn Greetham, Manager Parks Services (Item 7)

Internal Auditors (Oakton):

- Megan McCullagh, Internal Audit Senior Manager
- Stephen Tillman, Internal Audit Manager (Item 6)

External Auditors (Victorian-Auditor General's Office):

- Andrew Greaves, Victorian Auditor-General (Item 5)
- Tim Loughnan, Financial Audit Sector Director – Local Government, VAGO
- Kevin Chan, Assistant Manager, Financial Audit, VAGO

Apologies:

- Dr Craig Nisbet, Independent Member
- Cr Jim Magee
- Lisa Tripodi, Oakton Partner Accounting & Assurance
- Linda Lim, Internal Audit Manager

Minutes:

- Alon Milstein, Financial Accountant

The Committee met at 8am in-camera in discussion of broad issues facing Council and the risk elements thereof.

1. Matters for Agenda

At 8:35am, the Chairperson welcomed Members, Officers and Mr Greaves to the Audit Committee Meeting and noted apologies for Mr Magee, Dr Nisbet, Ms Tripodi and Ms Lim. The Chairperson confirmed there was a quorum in accordance with the Audit Committee Charter.

The Chairperson asked whether any person present was aware of any breaches of any Act, or any other irregularity which should be brought before the Committee. No breaches were reported.

2. Confirmation of Agenda

The agenda of the Audit Committee was confirmed subject to some minor reordering and inclusion of information items 1 (PageUp People Data Breach) and 4 (Delivered Meals Backup Plan) as areas for further discussion.

3. Confirmation of Committee Minutes

The minutes of the previous Audit Committee meeting held on 25 May 2018 were confirmed.

4. Confirmation of Action Items

It was noted the action items arising from the previous meeting had been attended to as recorded in the papers.

5. 2017-18 Draft Financial and Performance Statements

Mr Greaves addressed the Committee on developments in public sector reporting, noting the Australian Accounting Standards Board (AASB) paper: *The AASB's Approach to International Public Sector Accounting Standards, August 2018*.

Mr Greaves discussed opportunities for further streamlining of the Financial Statements and that the upcoming VAGO performance audit *Reporting on Local Government Performance* would be focussed on local government performance measures and the extent to which the Local Government Performance Reporting Framework (LGPRF) drives council performance and improvement.

Mr Greaves then discussed opportunities around increased use of data analytics and data warehousing as well as industry trends.

The CFO provided an overview of the accounts highlighting key variances against budget and how management has implemented new streamlined reporting requirements for 2017-18.

Mr Loughnan presented the Closing Report and Final Management Letter which confirmed that there were no material business or audit risks identified.

The Committee noted the self-assessment results regarding the quality of Council's Financial Reporting in the VAGO Closing Report.

The Committee considered the 2017-18 Draft Annual Financial Statements and Performance Statements in detail and noted the questions emailed from Ms Woolmer, Dr Nisbet and Mr Geddes before the meeting, and management's responses to these. The Audit Committee discussed areas requiring further clarification with management or VAGO, and suggested some editorial changes to the 2017-18 year-end accounts.

The Chairperson and Mr Loughnan agreed that an in-camera discussion was not necessary for 2017-18. The Chairperson requested that going forward, the Audit Committee Timetable include specific provision for an in-camera discussion between VAGO and the Audit Committee members at the meeting that considers the financial and performance statements.

Following a review of the 2017-18 Annual Financial Statements and Performance Statements, the Audit Committee recommended that Council adopts, 'in principle', the Financial Statements and Performance Statement, subject to adjustments requested by the Committee at the meeting and subject to no significant changes by the Victorian Auditor-General's Office (VAGO).

The Chairperson and Mr Geddes commended the CFO for a well-presented set of Financial Statements.

The Committee and CFO expressed appreciation to the VAGO team for their efforts during the audit.

Mr Greaves left the meeting at 9:50am.

6. Internal Audit (Oakton)

a) Internal Audit Activity Report

Ms Babbar was welcomed to the meeting at 9:50am.

Ms McCullagh presented the Internal Audit Activity Report, noting the addition of a paper on Findings from Integrity Agencies.

The audit scope for the Immunisation Management Review has been approved by Management subject to some amendments as discussed at the Audit Committee meeting. The report will be tabled at the Audit Committee meeting in November 2018.

b) Transformation Program Review

Mr Tillman presented the Transformation Program Report. The objective of the review was to assess whether the anticipated benefits were being realised for the transactions digitalised by the Digitise High Priority Transactions Project.

Mr Tillman stated that benefits had been realised in the 2017-18 financial year for the 10 transactions that had been digitised however there were opportunities for improvement including: developing separate business cases for project streams within the Transformation Project, separating budgets and costings in conjunction with the new project management system and incorporating sufficient assessment of cyber security risks.

The Committee requested that future transformation project audits allowed more time for detailed scoping in order to ensure that the project objectives and maximum benefits of the audits can be achieved.

Ms Babbar and Mr Tillman left the meeting at 10:15am.

c) Follow-Up Review

Ms McCullagh presented the Follow Up Review Report. The objective of the review was to provide assurance that internal audit recommendations have been implemented in a timely manner and processes for implementing of internal audit recommendations were operating effectively.

Ms McCullagh stated that 34 of the 41 medium risk rated recommendations that were due to be completed had been implemented in accordance with agreed timelines.

The Audit Committee noted the revised target completion dates for the remaining medium rated recommendations.

The Chairperson requested that a status report of all Internal Audit Follow Up items be provided at future Audit Committee Meetings.

d) Internal Auditor's Performance Assessment (draft questionnaire)

The Audit Committee noted the draft Internal Audit Performance Review questionnaire, subject to minor amendments discussed during the meeting, and requested that the results of the survey be reviewed at the next Audit Committee Meeting.

7. Risk Management – Rolling Risk Reports

Ms Van Der Ark and Mr Greetham were welcomed to the meeting at 10:25am.

Buildings and Properties – Risk Report

Ms Van Der Ark presented the Buildings and Properties risk review including an overview of the services provided by the Department.

Ms Van Der Ark reviewed the department's top 10 risks with the Committee including: injury to a person, injury due to exposure to hazardous material, inadequate budgeting for building maintenance and capital renewal programs, malicious property damage, failure to adequately performance manage contractors, failure to be prepared for a municipal emergency event, failure to be prepared for a building emergency event, theft of equipment and furniture, failure to provide a healthy and safe workplace and breach of legislation or standards.

Mr Loughnan confirmed that a VAGO performance audit was well advanced with respect to *Security and Privacy of Surveillance Technologies in Public Places* and that there would be opportunities for self-assessment of Council's deployment of CCTV surveillance across Council buildings in the future.

Ms Van Der Ark left the meeting at 10:40am.

Parks Services - Risk Report

Mr Greetham presented the Parks Services risk review. Parks Services is the in-house provider for maintenance of Council's parks, open spaces and trees. The Parks business unit is reviewing its strategies and delivery approaches to ensure alignment with Council's broader Open Space Strategy.

Some of the top risks include trees falling on pedestrians or property, tree roots interfering with drains and damaging private property, employees sustaining workplace injuries, user injured on playground equipment, inaccurate record of an investigation, pedestrian falls on footpath lifted by tree roots, user injured on sportsground, contractor non-performance or breach of contract and vandalism to public facilities.

Mr Greetham left the meeting at 10:55am.

8. Update on Key Risks

The Committee noted the papers on the Business Continuity Plan and Clayton Landfill updates.

9. Audit Committee Charter

The Chairperson presented the Audit Committee Charter which was tabled for information and consideration of the approach to review the Charter.

The Committee endorsed the approach and timetable for formal review of the Audit Committee Charter, assessment of Audit Committee performance and development of the 2019 Audit Committee timetable. Results will be presented to the November 2018 meeting.

10. Action and Information Items

The Committee noted the action and information items including reports on: PageUp people data breach, Strategic Internal Audit Plan, permit fee exemptions, delivered meals backup plan, integrity agencies reports, VAGO Audit Local Government Insurance Risks, VAGO Audit Plan 2018-21 and Transformation Project Status Report.

Clarification was provided by management in relation to questions on the PageUp People Data Breach and Delivered Meals Backup Plan.

11. Closure of Meeting

The meeting concluded at 11:05am.

12. Next Meeting

The next Audit Committee meeting is scheduled for Friday, 23 November 2018.

13. Audit and Risk Committee Action Items

Item No.	Meeting Date Requested	Item	Responsible Officer	Proposed Completion Date
1.	25 May 2018	Regional Clayton Landfill Site progress update.	Director Infrastructure, Environment and Leisure	23 November 2018
2.	17 August 2018	Audit Committee Charter and Timetable to include an in-camera meeting between VAGO and the Audit Committee members.	Chief Financial Officer	23 November 2018
3.	17 August 2018	Status report of all Internal Audit items to be provided at future Audit Committee Meetings and included in Audit Committee Timetable.	Chief Financial Officer	23 November 2018
4.	17 August 2018	Audit Committee Charter and 2019 Audit Committee Timetable review.	Chief Financial Officer	23 November 2018
5.	24 November 2017	Review the purchase order approval process/workflow as part of the Transformation Program, particularly regarding purchase orders raised after invoice date.	Chief Financial Officer	February 2019

14. Schedule of Meeting Dates

The Audit Committee is scheduled to meet on 23 November 2018.

Assembly of Councillors

31 July 2018

Record under S 80 A (2)

Meeting commenced at 6.45PM.

A. Present

Cr Tony Athanasopoulos
Cr Clare Davey
Cr Margaret Esakoff
Cr Jamie Hyams
Cr Joel Silver
Cr Dan Sztrajt
Cr Nina Taylor

Council Officers

Rebecca McKenzie, CEO
Peter Swabey
Peter Jones
Ron Torres
Samantha Krull
Alexandra Fry
Amarita Kinnoo
Mary-Anne Palatsides

B. Matters considered.

1. Apologies – Cr Magee
2. Community Wellbeing

7.02pm Cr Delahunty entered the Assembly

3. Caulfield Recreation Centre Child Care

8.43pm Assembly was adjourned

8.58pm Assembly was resumed

Present

Cr Tony Athanasopoulos
Cr Clare Davey
Cr Mary Delahunty
Cr Margaret Esakoff
Cr Jamie Hyams
Cr Joel Silver
Cr Dan Sztrajt
Cr Nina Taylor

8.58pm Cr Davey declared a conflict of interest on item (4) Future Planning for Carnegie Warehouse (296-298 Neerim Road, Carnegie) and left the Assembly.

4. Future Planning for Carnegie Warehouse (296-298 Neerim Road, Carnegie)

9.28pm - Cr Davey returned to the Assembly following the conclusion of discussion on item (4).

5. Integrated Transport Strategy – 2018-19 Pilot Projects

9.58 pm Cr Davey left the Assembly

6. General Business

- a) Director Infrastructure, Environment & Leisure - Graffiti.

7. Affordable Housing Statement

10.14pm Cr Esakoff left the Assembly

8. Community Safety Committee Minutes 4 July 2018

9. General Business

- b) Cr Taylor - Duncan MacKinnon Reserve

- c) Cr Hyams - Planning Scheme Amendment VC148

- d) Cr Hyams – Planning Application Matter

- e) Councillor Business Officer – Order of Australia Reception

- f) Director Planning and Place – [Elsternwick Urban Renewal South Masterplan Community Reference Group](#)

10.27pm Cr Delahunty left the Assembly

9. General Business cont'd

- g) CEO – Bailey Reserve

CEO – Interim Height Controls

CEO – MRC Trust

Assembly finished at 10.42pm

Recreation and Leisure Advisory Committee

Assembly of Councillors

6 August 2018

Record under S 80 A (2)

Meeting commenced at 6.30PM

A. Present

Councillors

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

Council Officers

Samantha Krull, Director Infrastructure, Environment and Leisure
Andrew Barden, Manager, Recreation & Open Space
Matthew Barbetta, Open Space Co-ordinator

B. Matters considered

- (i) Conflicts of Interest - None
- (ii) Club/Sportsground/Court Requests
- (iii) Advocacy on Strategic Objectives
- (iv) Community Partnerships
- (v) Recreation and Open Space Regular Reports
 - Recreation related Capital Works Projects
 - Carnegie Swim Centre Redevelopment
 - Open Space Strategy Refresh
 - Pavilion Redevelopment Strategy
 - Tennis Strategy
 - Masterplans
 - External grant funding
- (vi) Other business

Assembly finished at 8.06PM

Assembly of Councillors

7 August 2018

Record under S 80 A (2)

Meeting commenced at 6.45PM.

A. Present

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

Council Officers

Peter Jones
Peter Swabey
Ron Torres
Sam Krull
Paul Wood
James Kearney
Janice Pouw

B. Matters considered.

- (i) Apologies – Cr Clare Davey
- (ii) Eat Street (Bentleigh Plaza Redevelopment) – Draft Concept Design and Community Consultation Feedback
- (iii) Selwyn Street Elsternwick – Cultural Precinct Shared Vision & Review of Draft Precinct Design

7.14 pm Cr Silver left the Assembly and re-entered at 7.16pm

- (iv) Community Consultation on Council's Future Role in Disability Support

8.01pm Cr Silver left the Assembly and re-entered at 8.03pm.

- (v) Australia Day Celebration 2019
- (vi) General Business
 - a) Cr Silver – Call for a report – Trial of 'doggy bags' available at major roads outside of parks – high use areas
 - b) Cr Silver – St James Parade
 - c) Cr Magee – Call for a report - Accessibility in Bentleigh
 - c) Cr Hyams – Norfolk Island Pines
 - d) Cr Hyams – Prince Edward Ave
 - e) Cr Esakoff – Murrumbeena Relay for Life
 - f) Director Planning and Place – 24 Vickery Street Bentleigh

- g) Director Planning and Place - Community Reference Group meeting
- h) Cr Athanasopoulos – Interim height controls in Bentleigh, Carnegie and Elsternwick
- i) Coordinator Councillor Business
 - Sister City – Ogaki delegation
 - Upcoming Planning Conferences

8.53pm Assembly was adjourned

9.02pm Assembly was resumed

Cr Sztrajt was not present when the Assembly resumed.

Present

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

(vii) Draft Council Meeting Agenda – 14 August 2018

- 8.1 Advisory Committee minutes – Recreation & Leisure Advisory Committee
- 8.2 Assembly of Councillors – 17 July 2018
- 9.1 VCAT Watch

9.04pm Cr Esakoff left the Assembly – conflict of interest

- 9.2 2 Pearce Street, Caulfield South

9.23pm Cr Esakoff entered the Assembly

- 9.3 81 Dalny Road, Murrumbeena
- 9.4 24 Vickery Street, Bentleigh
- 9.5 Heritage Assessment of 8 Gordon Street, Elsternwick
- 9.6 Extension of Time Requests for Planning Permits

9.40pm Cr Sztrajt entered the Assembly

- 9.7 Partnerships and Collaboration with Schools – Sports Grounds
- 9.8 Sports Ground Lighting
- 9.9 Community Grants Recommendations
- 9.10 Local Laws Project Review
- 9.11 Instruments of Appointment and Authorisation
- 10 Urgent Business – Cr Delahunty
Affordable and Social Housing
- 11.1 Call for reports
- 12.1 Tender 2018.211 Underground Service Depthings
- 12.2 Tender 2018.222 Provision of Pool Plant Maintenance Services

Assembly finished at 10.01pm

Council Pre-Meeting

14 August 2018

Record under S 80 A (2)

Meeting Commenced at 7.08pm

A. Present

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

Apologies

Cr Clare Davey

Officers

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

B. Matters considered

1. Disclosure of Conflicts of Interest
2. Item 8.1 – Advisory Committees
3. Item 8.2 – Assembly of Councillors
4. Item 9.2 – 2 Pearce Street, Caulfield South
5. Item 9.3 – 81 Dalny Road, Murrumbena
6. Item 9.6 – Community Grants Recommendations
7. Item 9.8 – Local Law Project Review
8. Item 11.1- Call for a report – Cr Magee – Accessibility in Bentleigh

7.27pm Cr Silver left the Assembly and returned at 7.28pm

9. Item 10 – Urgent Business – Affordable and Social Housing

Pre-meeting finished at 7.30pm

9. PRESENTATION OF OFFICERS REPORTS

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9.10	Appointment Of Acting Chief Executive Officer

9.1 STATEMENT OF COMMITMENT ON AFFORDABLE HOUSING

Author: Julia Wilson, Senior Strategic Planner

Trim No: 18/1195165

Attachments: 1. *Glen Eira City Council's Statement of Commitment on Affordable Housing*

PURPOSE AND SUMMARY

The purpose of this report is for Council to endorse its Statement of Commitment on Affordable Housing.

RECOMMENDATION

That Council endorses the following Statement of Commitment on Affordable Housing:

Statement of Commitment:

Council commits to:

1. Developing a *Social and Affordable Housing Strategy* to outline Glen Eira's housing and service need of our most at-need groups in Glen Eira.
2. Taking a whole-of-Council approach to supporting Glen Eira residents experiencing housing stress and homelessness.
3. Advocating to the State Government to provide affordable housing on government-owned sites in Glen Eira.
4. Collaborating with other councils to seek a consistent minimum level of affordable housing on larger development sites.
5. Negotiating for on-site affordable housing opportunities through the rezoning process for strategic sites.
6. Partnering with housing associations and providers to increase the overall supply of affordable housing on Council's existing housing sites, where appropriate.
7. Actively explore the inclusion of affordable housing in the redevelopment of Council owned sites.
8. Advocating to the State Government for planning controls that facilitate affordable housing.

BACKGROUND

The Planning and Environment Act 1987 was recently amended to include a new objective: *to facilitate the provision of affordable housing in Victoria*. A definition of affordable housing was also introduced.

The Act states that affordable housing is housing, including social housing, that is appropriate for the housing needs of very low, low, and moderate income households. An Order by Governor in Council specifies the income ranges for very low, low and moderate-income households.

Social housing includes public housing, community housing, crisis and emergency accommodation, Council provided units and short-term, temporary housing within the *Transitional Housing Management Program*.

Glen Eira Commitments

Council is committed to working to improve the availability of affordable housing within the municipality. Council's currently stated commitments on this topic are as follows:

- The *Glen Eira Council and Community Plan 2017-2021* states that Council will advocate for 'access to affordable, safe, accessible and diverse housing.'
- A 2017-18 commitment in the *Glen Eira Council and Community Plan 2017-2021* is: 'We will develop a statement of commitment on housing affordability and work with neighbouring councils to develop a regional perspective'.
- A 2018-19 commitment in the *Council and Community Plan 2018-19* is: 'We will take steps to increase the future availability of social and affordable housing in the municipality'. A performance measure outlined for this is '*Social and Affordable Housing Strategy* endorsed by Council for community consultation by December 2018'.
- On 1 May 2018, Council resolved that it would undertake further strategic work to consider the most appropriate means of securing the delivery of affordable housing across the City and continue to work with neighbouring councils to develop a regional commitment to affordable housing.

Regional perspective

Council currently participates in many regional partnerships and working groups where affordable housing is a relevant matter, including but not limited to:

- Inner South Metropolitan Mayors Forum
- Inner-South East Economy and Planning Working Group. The group is currently preparing a Vision Statement and Land Use Framework Plan. The discussions to date have highlighted a common desire to facilitate affordable housing across the region.
- Inner South East Metropolitan Partnership
- Homelessness Roundtable at Stonnington

Social Housing Investment Planning (SHIP) Grant

Council received a \$200,000 State Government grant to develop a *Social and Affordable Housing Strategy* and feasibility study to increase the density of social housing in Glen Eira. Council has the opportunity through the awarding of this grant to develop partnerships with other councils that have also been awarded the grant.

ISSUES AND DISCUSSION

It is considered that the following *statement of commitment* best encapsulates Glen Eira's commitment to improving the availability of affordable housing, and the similar, shared goals Glen Eira's valued regional partners:

Statement of Commitment:

Council commits to:

1. Developing a *Social and Affordable Housing Strategy* to outline Glen Eira's housing and service need of our most at-need groups in Glen Eira.
2. Taking a whole-of-Council approach to supporting Glen Eira residents experiencing housing stress and homelessness.
3. Advocating to the State Government to provide affordable housing on government-owned sites in Glen Eira.
4. Collaborating with other councils to seek a consistent minimum level of affordable housing on larger development sites.
5. Negotiating for on-site affordable housing opportunities through the rezoning process for strategic sites.
6. Partnering with housing associations and providers to increase the overall supply of affordable housing on Council's existing housing sites, where appropriate.
7. Actively explore the inclusion of affordable housing in the redevelopment of Council owned sites.
8. Advocating to the State Government for planning controls that facilitate affordable housing.

The Statement of Commitment on Affordable Housing provides the direction for the organisation for advocacy and action while it develops the *Social and Affordable Housing Strategy*. This Statement of Commitment will also inform the actions in the *Social and Affordable Housing Strategy* and guide Council's future work on affordable housing. The *Social and Affordable Housing Strategy* and associated actions will be informed by best practice research and consultation with relevant stakeholders.

Council, guided by its statement of commitment, will also continue to participate in its regional partnerships and working groups.

FINANCIAL, RESOURCE, RISK AND ASSET MANAGEMENT IMPLICATIONS

Glen Eira City Council has recently been successful in receiving a \$200,000 grant for a *Social and Affordable Housing Strategy* and a feasibility study to increase the density of social housing.

POLICY AND LEGISLATIVE IMPLICATIONS

This Statement of Commitment will not have any direct policy or legislative weight. However, it will set the scene for Council's future work in this field and provide a platform for engagement in policy change and development at the State and Federal level. This will be strengthened through the development of a comprehensive *Social and Affordable Housing Strategy*.

COMMUNICATION AND ENGAGEMENT

Council will publicise its adopted Statement of Commitment on Affordable Housing.

Community engagement will form part of the project plan for the *Social and Affordable Housing Strategy*.

LINK TO COUNCIL AND COMMUNITY PLAN

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

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

CONCLUSION

Council is committed to working to improve affordable housing in Glen Eira. This Statement of Commitment on Affordable Housing sets the scene for Council's future work in this area and provides a platform for engagement in policy change and development at the state and federal level. This will be strengthened through the development of a comprehensive *Social and Affordable Housing Strategy*.

GLEN EIRA CITY COUNCIL STATEMENT OF COMMITMENT ON AFFORDABLE HOUSING



GLEN EIRA
CITY COUNCIL

Council is committed to working to improve affordable housing in Glen Eira. This Statement of Commitment sets the scene for Council's future work in this area and provides a platform for engagement in policy change and development at the state and federal level. This will be strengthened through the development of a comprehensive *Social and Affordable Housing Strategy*.

COUNCIL COMMITS TO:

1. Developing a *Social and Affordable Housing Strategy* to outline Glen Eira's housing and service need of our most at-need groups in Glen Eira.
2. Taking a whole-of-Council approach to supporting Glen Eira residents experiencing housing stress and homelessness.
3. Advocating to the State Government to provide affordable housing on government-owned sites in Glen Eira.
4. Collaborate with other councils to seek a consistent minimum level of affordable housing on larger development sites.
5. Negotiating for on-site affordable housing opportunities through the rezoning process for strategic sites.
6. Partnering with housing associations and providers to increase the overall supply of affordable housing on Council's existing housing sites, where appropriate.
7. Actively explore the inclusion of affordable housing in the redevelopment of Council-owned sites.
8. Advocating to the State Government for planning controls that facilitate affordable housing.

NEXT STEPS

Council will commence its *Social and Affordable Housing Strategy* in order to progress its commitments and guide Council's future work. The *Strategy* and associated actions will be informed by best practice research and consultation with relevant stakeholders.

For further information, contact Council on 9524 3333 or
visit www.gleneira.vic.gov.au/affordablehousing

9.2 774-776 GLEN HUNTLY ROAD CAULFIELD SOUTH VIC 3162

Author: Zachary Van Grondelle, Town Planner

Trim No: 18/1191068

Attachments: 1. 774-776 Glen Huntly Road CAULFIELD SOUTH VIC 3162 -
Advertised Plans

PURPOSE AND SUMMARY

Use of the land as a restricted recreational facility (personal training studio)



RECOMMENDATION

That Council issues a Notice of Decision to Grant a Planning Permit for Application No. GE/DP-32002/2018 and allow use of the land as a restricted recreational facility (personal training facility) and display of advertising signage within a Heritage Overlay at 774-776 Glen Huntly Road, Caulfield South in accordance with the following conditions:

Plans

1. Before the use starts, 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 DA02 (rev. B) & DA05 (rev. A)) but modified to show:
 - (a) Five (5) bicycle spaces to be provided on site in accordance with Clause 52.34 of the Glen Eira Planning Scheme

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

2. The layout and description of the use(s) 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.

Signage

3. The location of the signs (including the size, nature, panels, position and construction) shown on the endorsed plan 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.
4. The signs must be constructed and maintained to the satisfaction of the Responsible Authority.
5. This Permit in relation to signage will expire if the advertising sign is not displayed within two (2) years from the date of this Permit.

The Responsible Authority may extend the time referred to if a request is made in writing before the Permit expires or within the six (6) months after the expiry date.
6. This Permit in relation to the signage expires 15 years from the date of issue, at which stage all signs and structures built specifically to support or illuminate the sign must be removed.

General

7. This Permit will expire if the use is not started within two (2) years from 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.
8. The use must operate only between the following hours:
 - 5am to 9pm Monday – Friday
 - 5am to 5pm Saturday

- 7am – 1pm Sunday
- 9. Not more than 15 staff members/employees must be present on the site at any one time.
- 10. Not more than 25 patrons may be present on the site at any one time.
- 11. Noise levels must not exceed the permissible noise levels stipulated in State and Environment Protection Policy N-1 (Control of Noise from Industrial Commercial and Trade Premises within the Melbourne Metropolitan Area) and State Environment Protection Policy N-2 (Control of Music Noise from Public Premises).

Parking

- 12. 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;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.
- 13. External lighting of the areas set aside for car parking, access lanes and driveways must be designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effect on adjoining land.

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. Any failure to comply with the conditions of this permit may result in action being taken to have an Enforcement Order made against some or all persons having an

interest in the land and may result in legal action or the cancellation of this permit by the Victorian Civil and Administrative Tribunal.

- D. Nothing in the grant of this permit should be construed as granting any permission other than planning permission for the purpose described. It is the duty of the permit holder to acquaint themselves, and comply, with all other relevant legal obligations (including any obligation in relation to restrictive covenants and easements affecting the site) and to obtain other required permits, consents or approvals.

Address	774-776 Glen Huntly Road Caulfield South Vic 3162
Title details	Lot 1 on Title Plan 214825T
Restrictions on title	None
Proposal	Use of the land as an indoor recreational facility (personal training studio) and display of signage in a Heritage Overlay
Zoning and Overlay Controls	Commercial 1 Zone (Clause 34.01) Heritage Overlay – H066 (Clause 43.01)
Permit requirements	Clause 34.01-1 Use of the land as a restricted recreational facility Clause 43.01-1 Display a sign (Heritage Overlay).
Relevant Planning Scheme provisions	Signage (Clause 52.05) Car Parking (Clause 52.06)
Seriously entertained amendments	None
Notification	Notice undertaken in accordance with Section 52 of the <i>Planning and Environment Act 1987</i> , including 1 notice on site and a notice mailed to 27 surrounding properties
Submissions	1 objection received and is detailed in the report
Cultural Heritage Management Plan required	None required

DESCRIPTION OF PROPOSAL

The applications propose use of the land as an indoor recreational facility. More specifically the proposal includes:

- A maximum of 40 persons on site at any one time (including 15 staff members and 25 patrons)
- The facility would operate between the following hours:
 - o 5am to 9pm Monday – Friday
 - o 5am – 5pm Saturday
 - o 7am – 1pm Sunday
- The site would have 5 onsite car parking spaces available
- The overall area of the use would be 264m²
- Provision of an awning sign, under awning sign and business identification signage on the windows.

LAND DESCRIPTION AND SURROUNDING AREA

The subject site is on the southern side of Glen Huntly Road to the west of its intersection with Hawthorn Road within the Caulfield South Neighbourhood Centre. There is an existing building on site which was formerly used as a retail premises (video rentals). No external structural changes are proposed to the existing building.

The commercial strip along Glen Huntly Road is within a heritage overlay and includes a mix of retail, food/drink premises, offices and further west there is a school.

The area surrounding the commercial centre is zoned General Residential however the commercial zone extends south from the subject site along Hawthorn Road for some distance.

The site has good access to public transport with tram routes along both Glen Huntly Road and Hawthorn Road.

RELEVANT HISTORY

CONSULTATION AND ENGAGEMENT

The application was advertised and one objection was received, which included a petition with 28 signatures. The grounds of objection are as follows:

- The intensity of the use will impact upon parking in the area and subsequently would impact other businesses.

A planning conference was chaired by Cr. Magee and attended only by the applicant (objectors did not attend).

REFERRALS

The following is a summary of comments and requirements from relevant referral areas:

Non-statutory referrals	
Transport Planning	Council's Traffic Engineering Department commented that there is no statutory rate for parking specified in the planning scheme and outlined that they considered that numbers should be limited to 30 based on credits for previous uses. It did not however consider the extent of available car parking on street which was shown in an accompanying traffic survey provided with the application to be able to more than adequately accommodate the expected parking demand.
Heritage Advisor	No objection to use of the land however colouring of proposed signage is too visible for this heritage area (despite the presence of the prominent pink signage next door). Additionally, the street frontage should have more permeability.

ISSUES AND DISCUSSION

The assessment of the proposal has regard to the following:

- Zoning and policy context
- Neighbourhood character
- Height, scale and massing
- Amenity impacts including internal amenity
- Car parking and traffic
- Management plan requirements
- Objectors concerns

Zoning and policy context

The site is zoned Commercial 1 and affected by a Heritage Overlay and Parking Overlay. The Parking Overlay applies only to applications for student housing and is therefore not relevant in this instance.

Given that the subject site does not adjoin any residential properties and the proposed use will be contained within an existing building, which is itself within an established commercial area, it is considered use is acceptable and what is envisaged within the makeup of a vibrant centre within a Commercial 1 Zone.

Under the zoning, use of land must not detrimentally affect the amenity of the neighbourhood, including through the emission of noise and light (which will be addressed through standard conditioning) and Council's local policies must also be considered.

Clause 21.06 is Council's local business policy and it identifies that the Caulfield South Commercial Area is a neighbourhood centre (the second tier of Glen Eira's commercial hierarchy). The policy encourages alternate (i.e. non-retail uses) in established commercial centres and therefore, the proposal is generally acceptable under the zoning and policy.

The heritage overlay is discussed under Neighbourhood Character.

Neighbourhood character

The Caulfield South commercial area is affected by a heritage overlay (H066). This overlay defines the distinct neighbourhood character of the area. Although no external buildings/works are proposed to the building structure itself, the applicant has proposed to display a sign which requires planning approval under the overlay. Council's Heritage Advisor commented that although the colouring of the proposed signage is not ideal in a heritage area, consideration should be given to signage of the adjoining properties and the general commercial nature of the area.

Given that majority of the signage is located below the awning and the heritage detailing of the building (above awning level) is not compromised, the signage is considered to be acceptable.

Amenity impacts

As there are no changes to the built form, there will be no impact to visual amenity.

In relation to the impact of the use, the proposed hours are 5am to 9pm Monday – Friday, 5am – 5pm Saturday, and 7am – 1pm Sunday. The proposed hours are acceptable in the context of the surrounding area that has a mix of business types including restaurants, cafes, retailing and offices – many of which do not require a permit and as such Council cannot control the operating hours. Standard amenity conditions relating to noise and light spillage will be included on any permit issued.

The proposal would allow for up to 40 persons to be on site at any one time including 15 staff and 25 patrons. The proposed use would be predominantly 1 on 1 personal training which accounts for the higher number of staff proposed. The patron numbers for this site have been included in the parking assessment and it is found that what is proposed is an acceptable amount for the area.

It is also considered that introducing this type of use to the commercial center will add vibrancy and vitality and provide a new customer base to the existing shops and services.

Considering the commercial nature of the area, the proposed use including hours and patron numbers are unlikely to have amenity impacts.

Car parking and traffic

Under Clause 52.06 (Car Parking) of the Glen Eira Planning Scheme, there is no specified rate of car parking spaces for the proposed use. There are five onsite spaces and the applicant has proposed to have 40 persons on site at any one time (including staff and patrons). Considering that the Caulfield South commercial area is emerging as one of Glen Eira's vibrant centres, uses that add to the vibrancy and vitality of the area should be encouraged. The proposed use is unlikely to be the sole destination in a journey but it is likely that the use would further add to the vitality of the commercial area.

VC148 was gazetted on 31 July 2018 with aim to reduce red tape for small business and support the local economy. It includes reducing parking requirements in area with good access to public transport. While there is no specified rate, the intentions of VC148 should be taken into consideration when deciding on applicable parking rates in this area.

As such, given the on-site spaces available, the public transport options available and the likelihood that the use will add to activity in the area, the proposed amount of persons onsite at any one time is considered acceptable in relation to the parking provided.

Under Clause 52.34 of the Glen Eira Planning Scheme, 1 bicycle space is to be provided per 4 employees and 1 bicycle space per 200sqm of net floor area. Therefore, based on the land having 15 employees and a net floor area of 264m², 5 spaces should be shown on the plans. Standard bicycle facility conditions should be applied to the permit. The provision of bicycle spaces will also help to relieve parking demands.

Objector concerns

One objection has been received by Council which included a petition with 28 signatures. Concerns raised relate to parking implications from the proposed use. As discussed earlier, it is considered that the parking availability in the area would not be unreasonably impacted by this use.

FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS

POLICY AND LEGISLATIVE IMPLICATIONS

All matter required at Section 60 of the *Planning and Environment Act 1987* have been taken into consideration as part of the assessment of this application.

LINK TO COUNCIL AND COMMUNITY PLAN

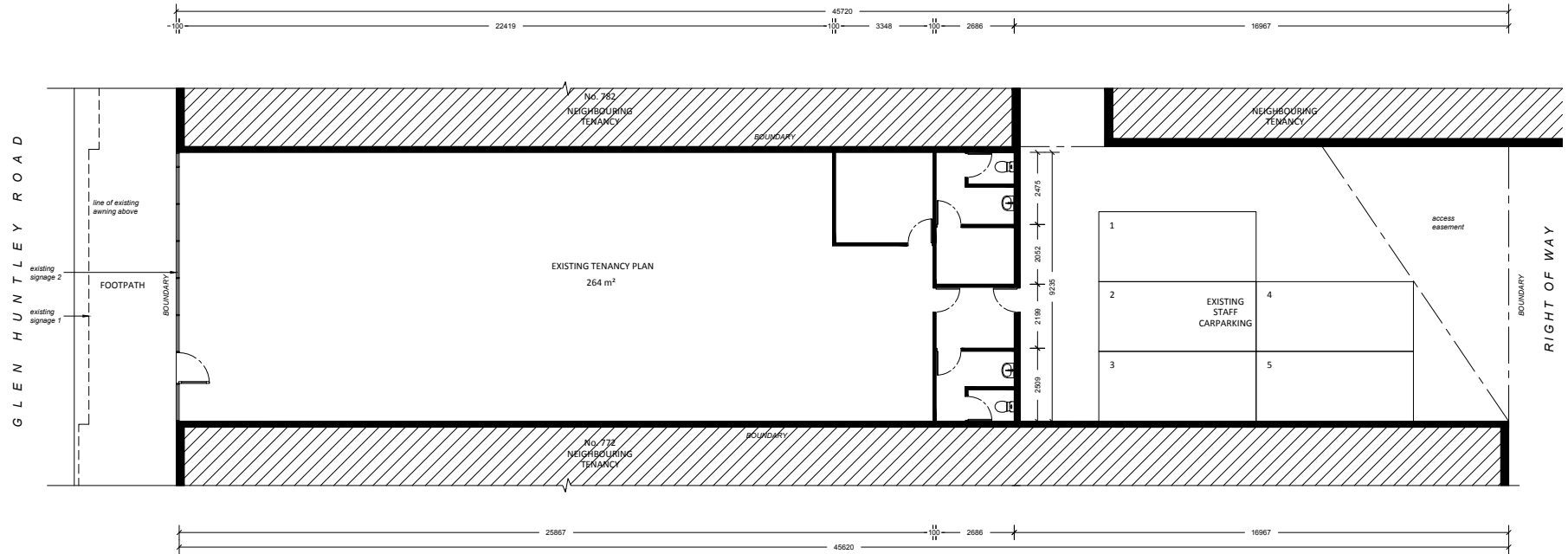
Theme One: Liveable and Well Designed
A well planned City that is a great place to live.

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

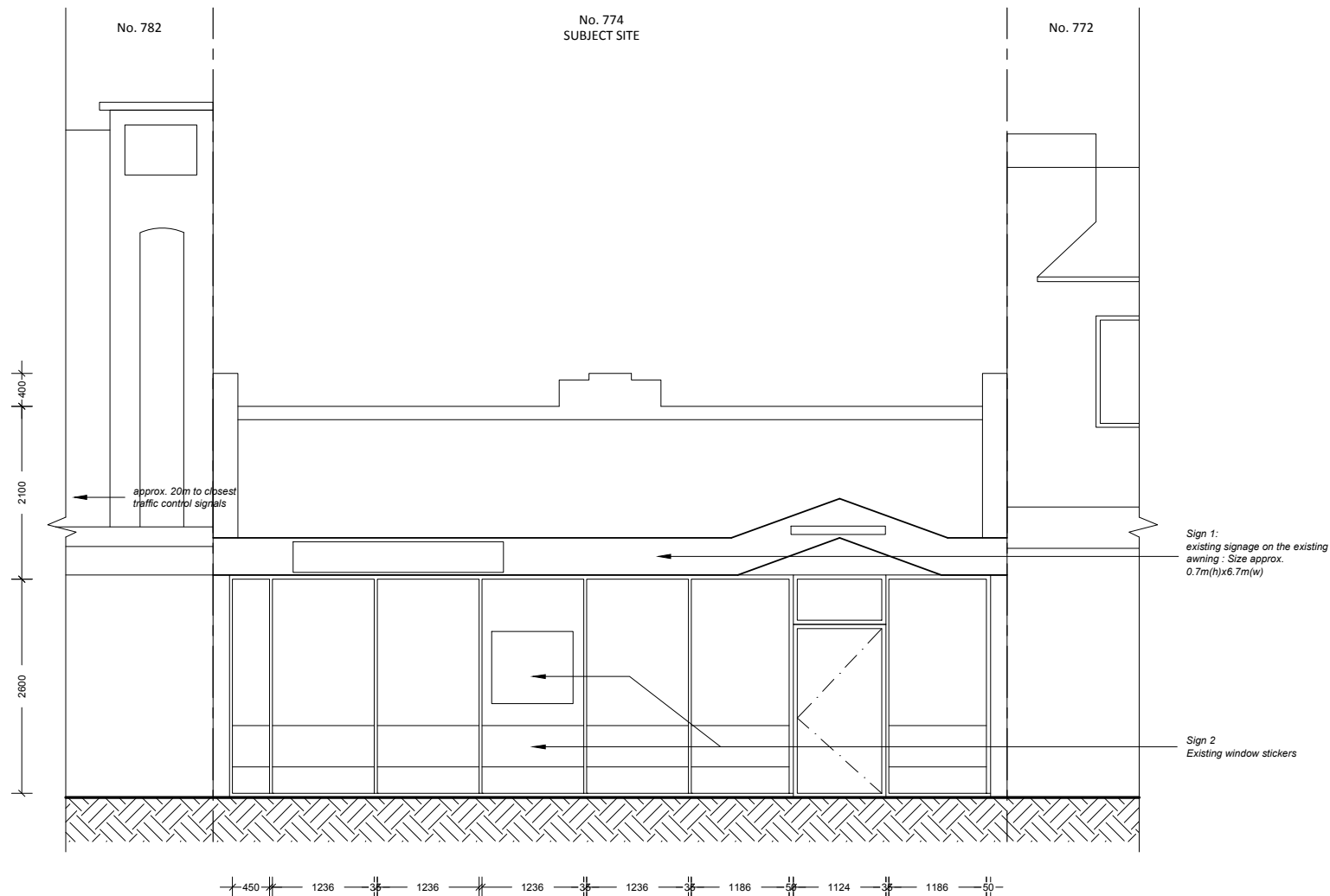
CONCLUSION

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

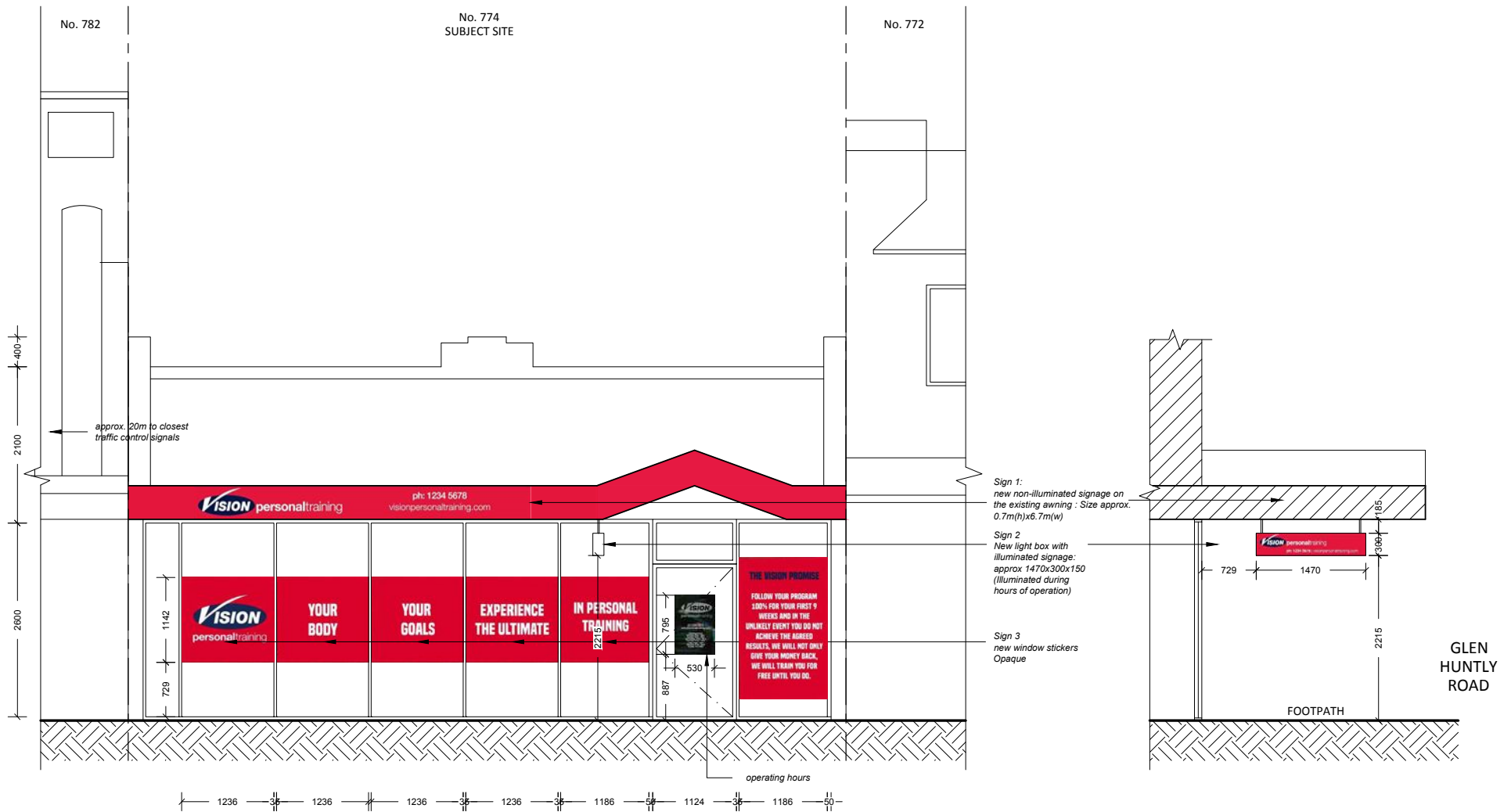


EXISTING TENANCY PLAN
SCALE: 1:100



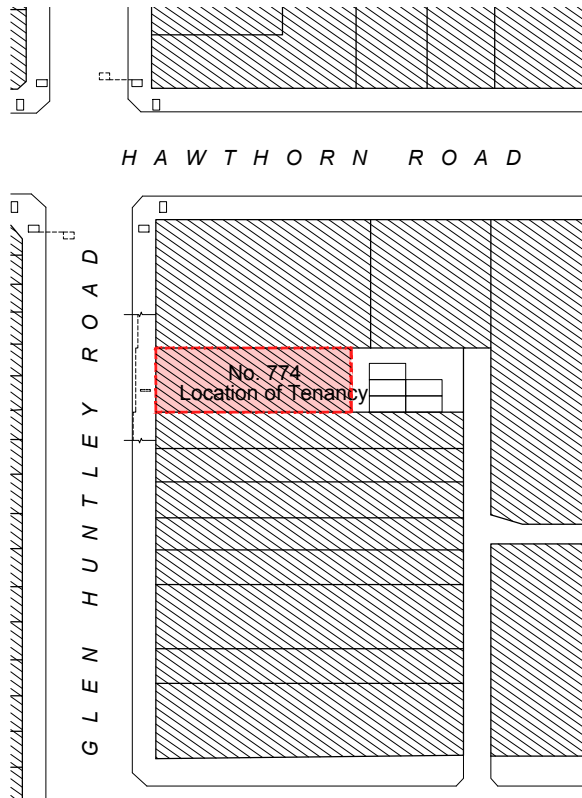


EXISTING ELEVATION
SCALE: 1:50



PROPOSED ELEVATIONS

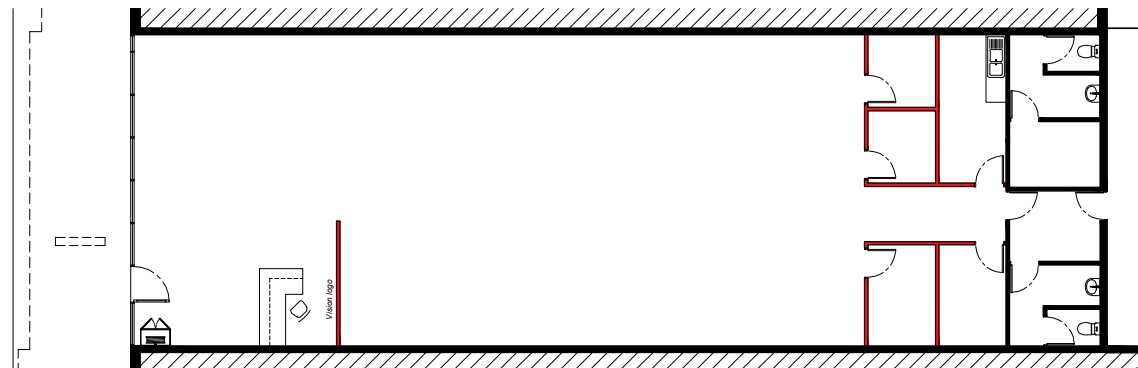
SCALE: 1:50



SITE PLAN
SCALE: 1:1000



ELEVATION
SCALE: 1:100



PROPOSED FLOOR PLAN
SCALE: 1:200

9.3 VCAT WATCH

Author: Paul Wood, Senior Planning Manager

Trim No: 18/1212058

Attachments: 1. VCAT Watch - 4 September 2018 - Attachment

PURPOSE AND SUMMARY

To report to Council applications currently before, and recent decisions of, the Victorian Civil and Administrative Tribunal (VCAT).

RECOMMENDATION

That Council notes the recent decision and the applications currently before the Victorian Civil and Administrative Tribunal (VCAT), including the recent applications that have been lodged with VCAT.

BACKGROUND

The VCAT process is an integral part of the planning permit process and provides opportunity for independent review of planning decisions. VCAT is required to take into consideration any relevant planning policy.

ISSUES AND DISCUSSION

This report includes an attachment that provides an overview of all applications currently before, or that have recently been decided by the VCAT. The attachment table is broken down into 'New appeals lodged with the VCAT', 'Current matters before the VCAT' (including upcoming hearings or where Council is waiting for a decision after the hearing has taken place), and 'Recent decisions of the VCAT'.

There was one decision since the previous report, which was reached following the consent of all parties. This was in relation to the conditions appeal for full compliance with the visitor car parking requirements for the application at 777 Glen Huntly Road, Caulfield. This was consented to following the introduction of Planning Scheme Amendment VC148 on 31 July 2018, which removed the planning scheme requirements for visitor car parking for this application.

FINANCIAL, RESOURCE, RISK AND ASSET MANAGEMENT IMPLICATIONS

There are no financial, resource or asset management implications.

POLICY AND LEGISLATIVE IMPLICATIONS

The decisions of notable interest in this report are relevant to the planning permit decision making in Glen Eira.

COMMUNICATION AND ENGAGEMENT

There has been no communication or engagement for this report.

LINK TO COUNCIL AND COMMUNITY PLAN

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

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

CONCLUSION

This report provides an update of the applications before and recent decisions of the VCAT.

APPLICATIONS BEFORE AND RECENT DECISION OF THE VICTORIAN CIVIL AND ADMINISTRATIVE TRIBUNAL

NEW APPEALS LODGED WITH THE VICTORIAN CIVIL AND ADMINISTRATIVE TRIBUNAL (14 AUGUST 2018 to 4 SEPTEMBER 2018)								
Address	VCAT Reference	Description of proposal	Type of Appeal	Zone	Council Decision	Council Delegate for Decision	Next Hearing Type	Next VCAT date
21 Ames Avenue CARNEGIE VIC 3163	P1527/2018	Construction of 4 x three storey dwellings and 1 x double storey (total 5 dwellings)	s77 (Refusal)	GRZ2	Refusal	DPF	Merits Hearing	20-Dec-2018
18 Moira Avenue CARNEGIE VIC 3163	P1238/2018	Construction of two (2) double storey dwellings on land affected by the Special Building Overlay and the Heritage Overlay	s80 (Conditions)	NRZ1	Planning Permit	DPF	Merits Hearing	08-Jan-2019
1210-1212 Dandenong Road MURRUMBEENA VIC 3163	P1372/2018	Development and use of land for the purpose of a Child Care Centre, alteration of access to a road in a Road Zone, Category 1 and the display of a business identification sign	s80 (Conditions)	GRZ1	Planning Permit	DPF	Merits Hearing	14-Jan-2019
2 Marriott Street CAULFIELD VIC 3162	P1338/2018	Construction of 2 double storey attached dwellings	s82 (Objector)	NRZ1	NOD	DPF	Merits Hearing	16-Jan-2019
245 Grange Road ORMOND VIC 3204	P1342/2018	The construction of seven dwellings and waiver of the visitor car parking requirement on land adjacent to a road in a Road Zone Category 1	s82 (Objector) and s80 (Conditions)	GRZ1	NOD	DPF	Merits Hearing	18-Jan-2019
245 Grange Road ORMOND VIC 3204	P1396/2018	The construction of seven dwellings and waiver of the visitor car parking requirement on land adjacent to a road in a Road Zone Category 1	s87 (Cancel or Amend)	GRZ1	Planning Permit	DPF	Merits Hearing	18-Jan-2019

MATTERS BEFORE THE VICTORIAN CIVIL AND ADMINISTRATIVE TRIBUNAL (* INCLUDING APPEALS AWAITING A DECISION)								
Address	VCAT Reference	Description of Proposal	Type of Appeal	Zone	Council Decision	Council Delegate for Decision	Hearing Type	Hearing Date
711 Warrigal Road BENTLEIGH EAST VIC 3165	P262/2018	Construction of two double storey dwellings and the creation of access onto a road in a Road Zone Category 1	s77 (Refusal)	NRZ1	Refusal	Manager	Merits Hearing	*
15 Stockdale Avenue BENTLEIGH EAST VIC 3165	P1015/2018	Construction of two double storey attached dwellings	s87 (Cancel)	NRZ1	Planning Permit	Manager	Merits Hearing	*
6-8 Bevis Street BENTLEIGH EAST VIC 3165	P558/2018	Construction of fifteen (15) dwellings and reduction in car parking	s77 (Refusal)	GRZ1	Refusal	Council	Merits Hearing	*
94 Clarence Street CAULFIELD SOUTH VIC 3162	P3330/2018	Construction of two (2) storey building containing two dwellings and basement car parking	s80 (Conditions)	NRZ1	Planning Permit	DPF	Merits Hearing	*
39 Lilac Street BENTLEIGH EAST VIC 3165	P473/2018	Construction of four (4) attached three storey dwellings	s77 (Refusal)	GRZ1	Refusal	Manager	Merits Hearing	10-Sep-2018
11 Valkstone Street BENTLEIGH EAST VIC 3165	P475/2018	Construction of two (2) double storey attached dwellings	s82 (Objector)	NRZ1	NOD	DPF	Merits Hearing	10-Sep-2018
43-45 Kokaribb Road CARNEGIE VIC 3163	P775/2018	Construct a 3 storey building comprising 15 dwellings and a basement carpark	s79 (Failure)	GRZ2	No decision	N/A	Merits Hearing	13-Sep-2018
32 Leckie Street BENTLEIGH VIC 3204	P1195/2018	Construction of two double storey attached dwellings	s80 (Conditions)	NRZ1	Planning Permit	DPF	Merits Hearing	02-Oct-2018
74 Beddoe Avenue BENTLEIGH EAST VIC 3165	P1202/2018	Double storey dwelling to the rear of a property	s80 (Conditions)	NRZ1	Planning Permit	DPF	Merits Hearing	04-Oct-2018
2 Shanahan Crescent MCKINNON VIC 3204	P134/2018	Construction of three (3) double storey attached dwellings on land affected by the Special Building Overlay	s77 (Refusal)	NRZ1	Refusal	Manager	Merits Hearing	05-Oct-2018
319-321 Hawthorn Road CAULFIELD VIC 3162	P686/2018	Use of the land for the purpose of shared housing	s77 (refusal)	GRZ2	Refusal	Council	Merits Hearing	09-Oct-2018
11 Caleb Street BENTLEIGH EAST VIC 3165	P704/2018	Construction of four (4) triple storey dwellings	s77 (refusal)	GRZ1	Refusal	DPF	Merits Hearing	11-Oct-2018
304-306 Koornang Road CARNEGIE VIC 3163	P888/2018	Construction of six (6) attached dwellings and a reduction of the car parking requirement	s77 (refusal)	NRZ1	Refusal	Manager	Merits Hearing	19-Oct-2018
13-15 Hamilton Street BENTLEIGH VIC 3204	P1044/2018	Construction of a four storey building comprising up to 27 dwellings on land affected by a Special Building Overlay and a reduction in the Standard Car Parking requirement	s80 (Conditions)	RGZ1	Planning Permit	Council	Merits Hearing	19-Oct-2018

5 Arthur Street CAULFIELD NORTH VIC 3161	P864/2018	Partial demolition and double storey extension of existing dwelling on land affected by a Heritage Overlay and on a lot less than 300 square metres	s77 (Refusal)	NRZ1	Refusal	DPF	Merits Hearing	23-Oct-2018
14 Edward Street ELSTERNWICK VIC 3185	P827/2018	Partial demolition, alterations and additions to a dwelling on a lot less than 300 square metres and in a Heritage Overlay	s82 (Objector)	NRZ1	NOD	DPF	Merits Hearing	23-Oct-2018
3 Ripon Grove ELSTERNWICK VIC 3185	P1017/2018	Alterations and additions to the existing dwelling on a lot less than 300 square metres	s82 (Objector)	GRZ1	NOD	DPF	Merits Hearing	16-Nov-2018
204-206 Balaclava Road CAULFIELD NORTH VIC 3161	P1110/2018	Construction of a five (5) storey meditation centre (place of assembly) above basement car park, and a reduction in the car parking requirement on land affected by the Special Building Overlay	s82 (Objector)	C1Z	Planning Permit	Council	Merits Hearing	29-Nov-2018
15 Dudley Street CAULFIELD EAST VIC 3145	P1370/2018	Develop and use land for the purpose of an 8 storey building comprising Group Accommodation (Student Housing) and a Convenience Shop and to reduce the Convenience Shop car parking requirement to zero	s77 (Refusal)	NRZ1	Refusal	Manager	Merits Hearing	29-Nov-2018
44 McLean Avenue BENTLEIGH VIC 3204	P1329/2018	Construction of two (2) double storey attached dwellings	s77 (Refusal)	NRZ1	Refusal	Manager	Merits Hearing	10-Dec-2018
21 Ames Avenue CARNEGIE VIC 3163	P1527/2018	Construction of 4 x three storey dwellings and 1 x double storey (total 5 dwellings)	s77 (Refusal)	GRZ2	Refusal	DPF	Merits Hearing	20-Dec-2018
18 Moira Avenue CARNEGIE VIC 3163	P1238/2018	Construction of two (2) double storey dwellings on land affected by the Special Building Overlay and the Heritage Overlay	s80 (Conditions)	NRZ1	Planning Permit	DPF	Merits Hearing	08-Jan-2019
1210-1212 Dandenong Road MURRUMBEENA VIC 3163	P1372/2018	Development and use of land for the purpose of a Child Care Centre, alteration of access to a road in a Road Zone, Category 1 and the display of a business identification sign	s80 (Conditions)	GRZ1	Planning Permit	DPF	Merits Hearing	14-Jan-2019
2 Marriott Street CAULFIELD VIC 3162	P1338/2018	Construction of 2 double storey attached dwellings	s82 (Objector)	NRZ1	NOD	DPF	Merits Hearing	16-Jan-2019
245 Grange Road ORMOND VIC 3204	P1342/2018	The construction of seven dwellings and waiver of the visitor car parking requirement on land adjacent to a road in a Road Zone Category 1	s82 (Objector) and s80 (Conditions) and s87 (Cancel or Amend)	GRZ1	NOD	DPF	Merits Hearing	18-Jan-2019

RECENT DECISIONS OF THE VICTORIAN CIVIL AND ADMINISTRATIVE TRIBUNAL (14 AUGUST 2018 to 4 SEPTEMBER 2018)									
Address	VCAT Reference	Description of Proposal	Type of Appeal	Zone	Council Decision	Council Delegate for Decision	Appeal Outcome	Date of VCAT Decision	VCAT Decision (effect on Council Decision)
777 Glen Huntly Road CAULFIELD VIC 3162	P676/2018	Construction of a four storey building comprising 5 dwellings above ground floor retail, and a reduction in the statutory car parking requirement on land affected by a Heritage Overlay – Amended application to delete Condition 1 (k) (Visitor car parking requirement)	s77 (Refusal)	C1Z	Refusal	Council	Merits Hearing	6-Aug-2018	Set aside – by consent

9.4 SPORTS GROUND LIGHTING

Author: *Andrew Barden, Manager Recreation and Open Space*

Trim No: *18/1175114*

Attachments: 1. *Draft Provision of Sportsground Lighting Policy*
2. *Guidelines to Upgrade Sportsground Lighting*

PURPOSE AND SUMMARY

At the 1 May 2018 Ordinary Meeting, Council called for a report on lighting at sporting reserves, including the policy for lighting provided by Council, current lighting at each reserve and any potential improvements, cost arrangements for clubs and options for further Council support.

This report also presents a draft Provision of Sports Ground Lighting Policy for Council consideration.

RECOMMENDATION

That Council

1. notes this report;
2. endorses the draft Provision of Sports Ground Lighting Policy (Attachment 1);
3. authorises officers to commence assessments of all sportsground lighting lux levels and create a priority renewal list;
4. authorises officers to prepare an annual sports ground lighting capital works renewal program for 2019/20 budget consideration; and
5. receives a further report at an Ordinary Council Meeting on the review of fees and charges to reflect the inclusion of charges for sports ground lighting maintenance and globe renewal.

BACKGROUND

At the Ordinary Council Meeting of 1 May 2018, Council called for a report on lighting at sporting reserves including the policy for lighting provided by Council, current lighting at each reserve, and any potential improvements, cost arrangements for clubs and options for further Council support.

Council's public open space includes 45 sports grounds, and currently accommodates more than 230 teams in any one season, in addition to schools and passive recreation users. Many sporting clubs are growing and there are more teams wanting to play in Glen Eira than can currently be accommodated.

Council's Recreation Needs Study Appendix – Sporting Trends Review 2015 identified that there is an undersupply of sporting grounds throughout Glen Eira, specifically AFL fields and soccer fields. Since 2015 this demand has only increased given the continual growth of local sports participation. In response, Council officers have worked to identify processes to spread the use across our current sports ground allocations.

We are now at a point where we need to explore other ways to support growth in all sporting codes and further encourage and accommodate the increased sports participation rates. This aligns with the increase in interest from sporting clubs about Council's position with

regard to providing standards of sports ground lighting suitable for night competition purposes. Sporting clubs advocate that by providing higher lux (lighting) level sports ground lighting they will be able to increase participation by introducing night competition, hence accommodating new teams through extended hours of use.

This request has predominantly been driven by AFL and soccer clubs who cannot currently host night games. Currently Council provides lighting to 50 lux standard which, in accordance with Australian Standards, is for training purposes only. Requests for increased lux levels have become more frequent following a considerable increase in participation, predominately in female and junior AFL and soccer over recent years. Officers have recognised the need for a more flexible and transparent approach to managing these requests for increased lux levels.

Requests are usually to provide lighting levels to enable night competition (requiring 100 - 150 lux) and maximise the use of sports grounds. It should be noted that any increase to lux levels and subsequent alterations to sports ground use will also need to take into consideration sports ground conditions and impact on surrounding residential amenity.

Council currently provides lighting to the required levels to suit the needs and demands other sporting codes such as lacrosse, cycling, netball, athletics and gaelic football. Summer sports, such as cricket, softball and baseball, do not use existing lighting infrastructure. If the needs of these clubs change, lighting upgrades will be consistent with the proposed sports ground lighting policy. The lighting needs for tennis, bowls and croquet clubs are addressed as part of the club lease with Council.

ISSUES AND DISCUSSION

Provision of sports ground lighting infrastructure

Currently

Council provides the installation and upgrade of infrastructure including light poles and fittings, conduits and switchboards. Upgrades are funded through the annual budget process and are prioritised based on the age and structural integrity of infrastructure. Council provides lighting levels of 50 lux, the Australian Standard in sports ground lighting for training purposes.

Traditionally, sports ground lighting infrastructure has comprised of metal halide lamp fittings. However, more recently, officers have commenced installing and preparing designs to utilise smart LED sports ground lighting, or similar sustainable options, for current and future upgrades. The main driver for this change is lower energy use and a longer life. The traditional metal halide lamps have a life of between 4,000 – 8,000 hours while LEDs have an average life of between 50,000 – 100,000 hours.

Issues

LED sports ground lighting systems are expensive, however they offer increased energy efficiency, reduced maintenance costs and longer lifetimes over traditional sports ground lighting technology. Industry experts advise that LED lighting has an estimated saving of 65% of total costs over the asset life. Smart LED sports ground lighting also offers a reduction in energy consumption and increased flexibility (instant start, programmable lighting levels). LED sports ground floodlighting uses less than 40% of the energy used in

traditional metal halide lights and reduces greenhouse gas emissions. This approach is consistent with Council's commitment to sustainable energy use.

Other benefits of LED sports ground lighting systems are that they have the ability to precisely control light distribution, both symmetrically and asymmetrically, which limits light pollution to surrounding residents.

Although LEDs are more expensive to procure, good quality LEDs can last a long time (a minimum of 50,000 hours). Operationally, there will be reduced maintenance costs and frequency, and reduced peak electrical demand charges. When considering the total asset life cost (purchase price, maintenance costs, asset life, energy consumption and energy price) LED lighting systems provide the lowest overall cost.

The upfront capital expense for any lighting project is extensive, and more significant for LED lighting. There are a number of variable factors that influence the total project cost. These include the capacity of existing electrical supply, size of the sports ground and the lux level. As increased lux levels require taller light poles, most sites with existing sport ground lighting will not be able to be retrofitted and the poles would need to be replaced. Light poles will need to be replaced for lighting upgrades regardless of whether metal halide or LED lighting is installed.

Indicative costings (as at 1 July 2018) are shown in the table below. This includes installation of a 4 pole football (all codes) sports ground LED lighting system including design, project management, site analysis, power supply upgrades (for 100 and 150 lux) and construction:

LUX LEVEL	LED COST	METAL HALIDE COST
50 lux	\$240,000	\$155,000
100 lux	\$350,000	\$235,000
150 lux	\$400,000	\$270,000

Proposed Policy

Under the proposed draft Provision of Sports Ground Lighting Policy (Attachment 1), Council would continue to undertake infrastructure upgrades, providing lighting to 50 lux, but also consider club requests for increased lux levels. If clubs are able to provide evidence of their ability to fund a further increase in lux levels, Council officers would undertake an assessment of existing infrastructure and building permit requirements, including impact on surrounding amenity, to determine the project's feasibility and inclusion in a future budget process. Any upgrade would consider energy efficient LED lighting options.

To address the impact of initial capital expenditure, during the application process to increase lux levels on sports grounds, sports clubs may present alternative upgrade options – e.g. paying for additional poles to match existing. To address this every application would be assessed on a case by case basis.

Sports ground lighting maintenance

Currently

In accordance with Council's Sporting Clubs: Conditions of Use Sportsground and Pavilions document, sporting clubs are currently responsible for maintaining sports ground lighting, including the replacement of broken or low performing globes.

Issues

It has become evident, particularly over the past 12 months, that only a few clubs have been proactive in replacing all globes after they have reached the end of their useful life. Most clubs have tended to only replace blown globes. As a result, sports ground lighting often deteriorates to a condition that is inadequate for even training use (i.e. does not meet the 50 lux requirement) and sports clubs then ask for urgent action from Council to undertake maintenance when this is identified. In addition, sports clubs have often not budgeted for the cost to replace globes. The average cost to replace all metal halide globes on a sports ground all at once is approximately \$5,000-\$6,000.

Proposed Policy

The new policy proposes that Council takes over all maintenance responsibilities to ensure that globes are upgraded when required, and ensure lux levels are maintained to a minimum 50 lux (or prescribed levels) and remain consistent across a sports ground.

Council officers propose to undertake an assessment audit of all sports ground lighting. It is proposed that globe replacement will then be undertaken through an annual capital works rolling program and monitored through Council's asset management system.

To enable this shift to Council taking over all maintenance responsibilities, clubs could be charged an annual maintenance fee that would be incorporated into their seasonal fees. Under the revised proposal, clubs based at any grounds that feature floodlighting above 50 lux (e.g. 100 or 150 lux) will pay a higher premium each season to cover the additional maintenance costs that will accumulate over time. The sporting club seasonal fees will be reviewed prior to 2019/20 to show this inclusion of maintenance.

Lux levels in sports ground lightingCurrently

Illuminance (measured in lux) refers to the total amount of visible light illuminating a point on a surface from all directions above the surface. In general, the Australian Standards sports ground lighting for football (all codes) sports training is 50 lux.

Council currently provides Australian Standard sports ground lighting for training purposes for the relevant sporting codes at all sports grounds, except Caulfield Park Oval 2 which has no lighting and Moorleigh Community Village Reserve. Moorleigh Community Village Reserve sports ground lighting has the capacity to provide 100 lux which is the minimum standard for local night competition for football. Ten years ago the seasonal tenant of Moorleigh Community Village Reserve, South Metro Junior Football League, funded the capital costs of upgrading the sports ground lighting beyond the current standard 50 lux.

Australian Standards are in place to guide the installation of sports ground lighting and contain recommendations on the lighting level and pole height of sports light towers. The standards are in place to provide safe playing facilities. Australian standards (AS2560.2.3 2002) for amateur and semi-professional level determine that the following lighting lux must be provided for football (all codes):

Level of Play	Minimum lighting lux level
Ball and physical training	50 lux
Club competition and match practice	100 lux (minimum)

Issues

The draft, soon to be adopted, Melbourne South Football Facilities Strategy has recommended installation of night competition lighting that provides 150 lux. This recommendation is formed on the basis that provision of 150 lux lighting provides better performance lighting as well as spectator visibility of the whole field from any one point on the field. AFL Victoria has supported this recommendation and Football Federation Victoria has also been advocating for 150 lux on soccer grounds. Officers anticipate that the Australian Standards will be amended in the near future to support this position.

Proposed Policy

The proposed policy will ensure that Council continues to provide 50 lux lighting (or prescribed levels as determined by the appropriate standards) for club training purposes. Council will annually monitor lux levels to ensure uniformity and address any maintenance requirements through a rolling maintenance budget.

Sports clubs wishing to fund an upgrade of lighting to enable night competition to be played can do so by following the Guidelines to Upgrade Sportsground Lighting (Attachment 2). Clubs will be required to submit requests by 31 August each year to enable officers sufficient time to undertake preliminary investigative work prior to the following year's budget process.

Approving an application to increase lux levels and allow night competition

Currently

Australian Standards contain recommendations and requirements regarding the Control of the Obtrusive Effects of Outdoor Lighting. This Standard specifically refers to the potentially adverse effects of outdoor lighting on nearby residents (e.g. of dwellings, such as houses, hotels and hospitals). Effects on residents generally involve perceived change in amenity arising from either of the following:

- a) The illumination from spill light being obtrusive, particularly where the light enters rooms of dwellings that are normally dark e.g. bedrooms. The illuminance on surfaces, particularly vertical surfaces, is an indicator of this effect; or
- b) The direct view of bright luminaires from normal viewing directions, causing annoyance, distraction or even discomfort. The luminance of a luminaire, in a nominated direction, is an indicator of this effect.

Issues

A detailed assessment will be undertaken through the Building Permit process where consideration must be given to additional environmental impacts of outdoor lighting such as noise, traffic and parking.

Proposed Policy

The proposed policy outlines the following restrictions with consideration of surrounding amenity:

- night games could be permitted on Thursday, Friday and Saturdays only, with games concluding by 9:00pm and sportsground lighting turned off by 9:30pm;
- clubs are entitled to one night game/s allocation per week; and
- any night matches must feature or be hosted by a Glen Eira team, although other requests will be assessed and may be approved at Council's discretion.

As part of the approval process for night competition, officers will undertake community consultation to inform adjoining properties of the intention to upgrade lighting infrastructure for the purpose of hosting night games. Adjoining properties will have an opportunity to provide feedback on the proposal.

Sports ground conditions

Currently

The allocation of sports grounds is undertaken in accordance with Council's Community Sport – Management of Grounds Policy. This enables Glen Eira to safely sustain both active and passive uses of our open space over the long term.

Council officers engage an expert sport turf consultant to prepare an annual Sportsfield Usage Update report for both the winter and summer sporting seasons. This report provides an independent review of the current sports field conditions and recommendations for usage levels.

The report:

- Assesses the current conditions of all Council sports grounds;
- Determines the potential usage level (hours/week) of each sports ground based on its current condition, construction (soil type, grass type, drainage, etc.), maintenance level, type and level of sports played;
- Determines the actual usage (hours/week) of sports grounds based on the number of teams allocated, the sports played and level of competition; and
- Highlights sports grounds that are currently being over or under used.

Issues

Council has made considerable investment to increase the load capacity of sports grounds, specifically through the warm season grass program. To date, Council has converted approximately 72% of its 45 sportsgrounds since the program was introduced ten years ago. This program has enhanced the level of use the sportsgrounds can endure and have resulted in reduced maintenance costs and resources to retain high quality playing surfaces.

Proposed Policy

To ensure the introduction of night games does not compromise ground conditions, Council officers may reduce or limit use based on condition in line with the Sportsfield Usage Update report. This is also in line with Council's Sporting Clubs: Conditions of Use Sportsground and Pavilions document the proposed policy would cover the possibility that in some

circumstances the use of a sportsground for night competition may need to be reduced or limited in order to protect the playing surface.

Local Government Authority (LGA) benchmarking

Officers undertook a benchmarking exercise of nine LGA's to review their position on night competition, how they approach club requests for increased lux levels and whether Council or sporting clubs fund lighting infrastructure and maintenance. The following is a summary of the information received:

- Six LGAs are fully responsible for the cost of lighting infrastructure.
- Five LGAs are responsible for maintenance such as in the replacement of globes.
- One LGA charges a levy to sports clubs for maintenance.
- Two-thirds of LGAs install 100 lux levels as a minimum.
- If clubs request an increase in lux levels, eight out of nine LGAs approve the increase. In most cases the sports club must fund the increase.
- All of the LGAs currently have sports grounds that provide 100 lux levels and some provide 150 lux. The majority allow night competition to be undertaken on these grounds.
- Some LGAs have restrictions on night games such as junior games only and time restrictions.
- The majority of LGAs have metal halide lamps at their sports grounds. LEDs have been installed by two LGAs at a limited number of grounds, and all LGAs are considering LED technology for future lighting upgrades.

Current projects

Council's 2017/18 capital works budget included the upgrading of lighting to 50 lux on oval 1 at McKinnon Reserve (total project cost \$240k). Following adoption of the budget, the tenant sporting clubs approached officers to facilitate an upgrade to 150 lux with the clubs agreeing to fund the difference. Community consultation was undertaken, with no objection to the proposal, and this project has now commenced construction (total project cost \$400k). Recent announcements were made that the project would be partly funded by Sport and Recreation Victoria (SRV) who committed \$150,000 and AFL Victoria also made a commitment of an additional \$40,000 to help fund this project.

The following sports ground lighting projects have been adopted in Council's 2018/19 budget:

- Sports ground lighting renewals to address high level structural issues with ageing sports ground lighting assets.
- Bentleigh Reserve – upgrade sports ground lighting to 150 lux. Total project cost \$380k. SRV has committed \$150,000 to this project and the club has indicated they also have funding to contribute to the project..
- Bailey Reserve – upgrade sports ground lighting on oval 1 to 150 lux and new lighting on oval 3 (50 lux). Total project cost \$350k. Council's approved budget anticipates external funding of \$175k. An application for the World Game Fund has been submitted to SRV. Council's 2018/19 budget commitment to this project is subject to SRV funding approval.

Officers are also seeking further grant funding from SRV for the following proposed lighting project:

Centenary Park – an application is currently being prepared seeking \$100,000 towards the upgrade of lighting on oval 1 (to 150 lux). Should this funding be approved a forecast adjustment to Councils 2018/19 budget will be made. AFL Victoria has also recently announced a commitment of \$40,000 towards this project.

FINANCIAL, RESOURCE, RISK AND ASSET MANAGEMENT IMPLICATIONS

The implication of Council taking over all maintenance responsibilities, including globe replacements, would be offset by clubs being charged an annual maintenance fee that would be incorporated into their seasonal fees. The sporting club seasonal fees will be reviewed during 2018/19 to show this inclusion of maintenance.

The shift to LED lighting systems will see an initial increase in annual capital expenditure, however the long term payback will see an increase in asset life, reduced maintenance requirements and significantly reduced energy consumption and charges which will be appreciated by the sporting clubs.

Future upgrades to locations that would be determined appropriate for increased lux levels to host night competition will ensure that the new infrastructure is capable of being upgraded to 150 lux should the tenant clubs ever wish to fund an upgrade.

Clubs wishing to increase lux levels for night competition will be required to fund the difference between 50 lux and the 100/150 lux options.

POLICY AND LEGISLATIVE IMPLICATIONS

Community Sport – Management of Grounds Policy.

COMMUNICATION AND ENGAGEMENT

As outlined earlier in this report, as part of the approval process for night competition, officers will undertake community consultation to inform adjoining properties of the intention to upgrade lighting infrastructure for the purpose of hosting night games. Adjoining properties will have an opportunity to provide feedback on the proposal.

LINK TO COUNCIL AND COMMUNITY PLAN

Theme Four: Clean and Sustainable

An attractive and sustainable environment for future generations.

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 provision of sports ground lighting, including installation of new and upgrades to ageing infrastructure is the responsibility of Council. Under the proposed draft Provision of Sports Ground Lighting Policy, Council would retain this responsibility, but would also:

- give consideration during upgrades to tenant sports club requests to increase lighting lux levels above 50 lux; and
- assume responsibility to undertake ongoing maintenance on existing infrastructure to ensure uniform lighting to a minimum of 50 lux (or prescribed minimum).

In order to implement the draft Provision of Sports Ground Lighting Policy and undertake the above, officers will undertake the following:

- prepare capital funding applications for identified sports ground lighting upgrades;
- liaise with clubs regarding any requests for increasing the lux levels on sports grounds and undertake community consultation;
- undertake lux level readings at each sports ground and create a priority renewal list;
- prepare an annual sports ground lighting capital works renewal program for 2019/20 budget consideration;
- submit applications to seek additional funding from external sources (e.g. State Government);
- review sporting club seasonal fees to reflect the inclusion of charges for sports ground lighting maintenance and globe renewal. This review will also address any discrepancies that exist under the current model and will also demonstrate the specific costs associated with the inclusion of lighting. A future report will be presented to Councillors for consideration; and
- investigate how these new fees and charges will be implemented (e.g. staged).

The draft Provision of Sports Ground Lighting Policy will enable Council to manage lighting infrastructure and ensure it is provided to Australian Standards. This will address any safety issues caused by insufficient lighting on sports grounds. Further to this, it will support sports clubs with their ability to grow their participation and offer opportunities to the community, through night time competitions and sporting events.

Provision of Sports Ground Lighting

Date first adopted:	
Dates amended:	
Next review date:	
Position title of responsible business unit Manager:	Manager Recreation and Open Space
Approved by:	Council or Executive (Delete whichever does not apply)
Internal, external or both:	(Do staff have to comply with policy – will it also be available to public on our website?)

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DRAFT

1. TITLE

Provision of Sports Ground Lighting

2. OBJECTIVE

The objective of this policy is to:

- provide for the installation, maintenance and upgrade of sports ground lighting infrastructure;
- provide a consistent and transparent approach to requests for increased lux levels for the purpose of night competition for football (all codes);
- outline the funding and requirements for maintenance of lighting upgrades.
- maximise the use of sports grounds with consideration of ground conditions and impact on surrounding amenity; and,
- meet relevant Australian Standards in sports ground lighting provision.

3. SCOPE

This policy applies to sports grounds managed under Council's seasonal allocation process. It does not apply to facilities that are managed under a lease or license agreement.

4. DEFINITIONS

Term	Meaning
Lux	The total amount of visible light illuminating a point on a surface from all directions above the surface.

5. POLICY

5.1 Provision of sports ground lighting infrastructure

- Council is responsible for funding the installation and upgrade of sports ground lighting infrastructure. This includes light poles, fittings, conduits and switchboards.
- Upgrades will consider energy efficient lighting options such as the installation of LED globes/fittings.
- Council will upgrade lighting infrastructure in accordance with Council priorities and budget allocation.

5.2 Sports ground lighting maintenance

- Council is responsible for the maintenance of sports ground lighting, including the replacement of globes.
- Council will undertake an assessment audit of all lighting at the commencement of the winter season (after daylight savings ends).
- Clubs based at any grounds that feature floodlighting above 50 lux (e.g. 100 or 150

- lux) will pay a higher premium each season to cover maintenance costs.
- Tenant sporting clubs must report lighting maintenance needs to Council.
- Clubs are charged an annual fee to cover maintenance costs and to support the continuing improvements in lighting.

5.3 Lux levels

- Council provides lighting levels of an average of 50 lux; the minimum Australian Standard for football training purposes.
- Council will regularly monitor lux level readings to ensure uniformity and inform any maintenance requirements that will be undertaken in affiliation with a rolling maintenance budget.
- Sporting clubs can seek approval from Council to upgrade lux levels beyond 50 lux to allow for night competition at their cost and are required to make a formal request to Council in accordance with Council's Guidelines to Upgrade Sportsground Lighting.
- Requests must include evidence of the clubs ability to fund the difference in cost of 50 lux upgrade and the requested lux level (ie. 100 lux, 150 lux). This may include evidence of any external funding streams.
- As part of their request, sports clubs may present alternative upgrade options for consideration – e.g. installation of additional poles to match existing.

5.4 Night competition

- Council will consider the impact on the amenity of neighbouring properties including the effects of light spill, game noise, traffic and parking.
- The following restrictions apply to night competition:
 - night games are permitted on Thursday, Friday and Saturdays only, whereby games must conclude by 9:00pm and sportsground lighting turned off by 9:30pm;
 - clubs are entitled to one night game/s allocation per week; and
 - any night matches must feature or be hosted by a Glen Eira club, though other requests will be assessed and may be approved at Council's discretion.
- Clubs must advise of their intention to host night games during the seasonal allocation process.
- Council will notify sporting associations of club requests and Council restrictions for consideration in the preparation of fixtures.
- Clubs must submit a written request to Council for allocations outside the above stated restrictions.
- Clubs must adhere to the Community Sport – Management of Grounds Policy and the Sporting Clubs Conditions of Use – Sports grounds and Pavilions at all times. Clubs which breach the conditions within these documents may be refused future allocations including approval to host night games.

5.5 Sports Ground Conditions

- In some circumstances the use of a sports ground for night competition may need to be reduced or limited in order to protect playing surfaces or accommodate works such as the installation of warm season grasses, irrigation or drainage. Council will advise

clubs/associations as per the 'Sporting Clubs: Conditions of Use Sportsground and Pavilions'.

6. HUMAN RIGHTS CHARTER COMPATIBILITY

This Policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006 (Vic)*.

7. ASSOCIATED INTERNAL DOCUMENTS

Community Sport – Management of Grounds Policy

Sporting Clubs Conditions of Use – Sports grounds and Pavilions

Council's Guidelines to Upgrade Sportsground Lighting

8. EXTERNAL REFERENCES/RESOURCES

Australian Standard 2560.2.3–2007 – Sports Lighting part 2.3: Specific applications – Lighting for football (all codes).

Australian Standard 4282–1997 – Control of obtrusive effects of outdoor lighting.



GLEN EIRA
CITY COUNCIL

Guidelines to Upgrade Sportsground Lighting

1. Clubs must submit a request in writing to recservices@gleneira.vic.gov.au by 31 August each year for floodlighting upgrades to be considered in the following year's budget process.
2. Requests must include evidence of a club's ability to fund the cost of upgrading, including financial statements and letters of support from relevant associations based on the following minimum upgrade estimates (as at 1 June 2018):

LUX LEVEL	LED COST
50 lux	\$240,000
100 lux	\$350,000
150 lux	\$400,000

3. Council will review the club's request for increased lux levels taking into account the following:

Sports ground lighting upgrade priorities

The request will be reviewed against Council's priorities for sports ground lighting upgrades.

Planning and Building permit requirements

The request for increased lux levels will be referred to Council's Building Department for assessment including impact on surrounding amenity.

Community Consultation

Adjoining properties will be advised of the intention to increase lux levels for the purpose of allowing night games. Residents will have an opportunity to provide feedback.

Existing infrastructure

Council will engage a consultant to assess the existing infrastructure including poles, conduits and switchboards to determine if the equipment can support increased lux levels or if an upgrade to the infrastructure is required.

4. Council will obtain quotes and refer these back to the club to confirm their ability to fund the upgrade based on the infrastructure assessment.
5. If officers determine that the project is feasible based on the above considerations, a business case will be prepared for the following year's budget process.
6. The club will be advised in writing of the outcome of their request.

9.5 GLEN EIRA REFUGEE WELCOME ZONE

Author: Ana Tsaganos, Team Leader Community Development

Trim No: 18/1201476

Attachments: 1. Attachment 1 - Refugee Welcome Zone Declaration

PURPOSE AND SUMMARY

Council recently discussed the 'Refugee Welcome Zones' initiative and was interested to receive information on this, and the services currently provided to refugees living in Glen Eira.

RECOMMENDATION

That Council:

1. Notes the report
or
2. Signs the declaration and registers Glen Eira City Council as a "Refugee Welcome Zone".

BACKGROUND

A Refugee Welcome Zone is a Local Government Area which has made a commitment to welcome refugees into the community, uphold the human rights of refugees, demonstrate compassion for refugees and enhance cultural and religious diversity within the community.¹

The Refugee Welcome Zone initiative is led by the Refugee Council of Australia and began in June 2002. There are currently 49 Victorian Councils that have registered as Refugee Welcome Zones; this includes several metropolitan councils such as Bayside, Manningham, Monash, Yarra, Melbourne and Port Phillip. It provides a symbolic gesture that celebrates diversity and inclusion of all residents regardless of their ethnicity and faith.

The process for becoming a Refugee Welcome Zone involves a Council signing the Refugee Welcome Zone Declaration (Attachment 1). By signing the Declaration Council makes a public commitment to welcoming new arrivals, in particular refugees to the area.

By becoming a Refugee Welcome Zone, a local government area is encouraged to continue efforts to support refugee men, women and children who have come to Australia seeking protection.

Data received from the Department of Social Services shows that Glen Eira has had 100 refugee arrivals over the past ten years under the humanitarian "refugee migration stream". From this data we know that:

- 20 were born in **Iran**
- 11 were born in **Iraq**
- 7 were born in each of **Sri Lanka**, and **Zimbabwe**
- 6 were born in each of **China**, **Somalia** and **Ethiopia**

¹ Refugees Welcome Zones: Refugee Council of Australia (Information Fact Sheet)

- Between 1 and 5 were born in **India, South Africa, Malaysia, Nepal, Colombia, Pakistan, Bangladesh, Kenya, United Arab Emirates, Egypt, Turkey, Myanmar, Nigeria, Kyrgyzstan, Georgia, Papua New Guinea, Tibet, Sudan, Senegal, Eritrea, Burundi and Liberia.**

As a City, Glen Eira has a significant culturally diverse population. From the 2016 Census we know that 61% of Glen Eira residents were born and/or have one or both parents who were born outside of Australia. Of those, 27.5% were born in a non-English speaking country, with more than 150+ birthplaces counted and 120+ languages spoken within the Glen Eira community.

ISSUES AND DISCUSSION

How Council facilitates support to refugees / new migrants in the community:

- Leasing rooms at the Moorleigh Village to Mi Care (New Hope Foundation). Mi Care provides migrant and humanitarian settlement services to refugees for the Western Metropolitan Region, Inner Melbourne, and Southern Metropolitan Region (which includes Glen Eira).
- Providing a Service Level Agreement and community grant funding to Glen Eira Adult Learning Centre (GEALC). This service provides a range of English lessons and education, as well as social and welfare support for Glen Eira's new migrant populations.
- Prioritising funding of community grants for activities that strengthen diversity, reduce racism, promote inclusion and encourage community harmony and tolerance.
- Supporting at least 28 multicultural senior citizen clubs with grant funding and access to space in Senior Citizens Centres.
- Sponsoring a range of multicultural events in the community and providing opportunities through the Storytelling Festival and other events to hear guest speakers from a range of diverse groups share their stories and backgrounds including refugees.

Other Services available to support refugees in Glen Eira

- AMES Australia provides a comprehensive range of settlement services for refugees and migrants across Victoria. Glen Eira residents can access education and employment services through the AMES office based in Oakleigh and settlement services through the AMES office based in Noble Park.
- Bayside Refugee Advocacy and Support Association (BRASA) is an independent, local community group of people in the Southern suburbs of Melbourne. They aim to raise awareness of the issues faced by asylum-seekers in Australia and its overseas detention centres in Nauru and Manus Island. They undertake a range of advocacy work as well as raise funds and provide practical support for asylum seekers in the community.

The Refugee Council of Australia identifies that being part of a Refugee Welcome Zone provides Council with a way to:

- demonstrate public support for refugees and people seeking asylum
- raise awareness about human rights and refugee issues
- encourage a culture of community respect, inclusion and diversity; and
- acknowledge the important contributions refugees make to society.²

² Refugees Welcome Zones: Refugee Council of Australia (Information Fact Sheet)

There are no formal obligations with the signing of the Refugee Welcome Zone declaration.

FINANCIAL, RESOURCE, RISK AND ASSET MANAGEMENT IMPLICATIONS

All activities outlined with becoming a Refugee Welcome Zone are incorporated within existing budgets.

POLICY AND LEGISLATIVE IMPLICATIONS

There are no policy or legislative impacts with signing the Refugee Welcome Zone declaration.

COMMUNICATION AND ENGAGEMENT

Nil

LINK TO COUNCIL AND COMMUNITY PLAN

Theme Three: Safe, Healthy and Inclusive

A strong and safe community that connects people and enhances health and wellbeing.

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 Refugee Welcome Zone initiative is led by the Refugee Council of Australia and began in June 2002. There are currently 49 Victorian Councils that have registered as Refugee Welcome Zones. The Refugee Welcome Zone requires Local Governments to sign a formal Declaration (attached), however, there are no formal obligations with the signing of the Refugee Welcome Zone declaration.

(Council crest/logo)

The _____ Council,

Declares the Council of _____ a

Refugee Welcome Zone

This Declaration is a Commitment in Spirit to

Welcoming refugees into our community,

*Upholding the **Human Rights** of refugees,*

*Demonstrating **Compassion** for refugees and*

*Enhancing cultural and religious **Diversity** in our community.*

[name and title of signatory]

Date: _____

This Declaration is proudly supported and endorsed by the



**Refugee Council
of Australia**

The Refugee Council of Australia is a peak national organisation representing over 900 organisational and individual members. The aim of the Refugee Council is to promote the adoption of flexible, humane and constructive policies toward refugees, asylum seekers and displaced persons by the Australian and other Governments and their communities.

**9.6 FOUNDATION FOR YOUTH EXCELLENCE APPLICATIONS COUNCIL
RECOMMENDATIONS QUARTER 3, 2018**

Author: *Toby Laverick, Youth Services Coordinator*

Trim No: *18/1205393*

Attachments: *Nil*

PURPOSE AND SUMMARY

To seek endorsement of the Foundation for Youth Excellence Awards for the 3rd quarter 1 May 2018 – 31 July 2018.

RECOMMENDATION

That Council approves the following Foundation for Youth Excellence grants for the 3rd Quarter 2018:

- \$1,200 to Jamie Fink to compete in the 2018 FISU World University Cheerleading Championship in Lodz, Poland
- \$1200 to Edgar Chen to compete in the Melbourne International Youth Music Competition in Melbourne
- \$600 to Alisa Gimgina to compete in the 2018 Australian Gymnastics Championships in Melbourne
- \$1,200 to Rachelle Esakoff to compete in the 2018 FISU World University Cheerleading Championship in Lodz, Poland
- \$1,200 to Romi Lazarus to compete in the 2018 FISU World University Cheerleading Championship in Lodz, Poland
- \$600 to Dominique Blatherwick to compete at the Under 15 Australian Hockey Championships
- \$600 to Declan Haining to compete in the 2018 Australian Karate Federation National Championships
- \$1200 to Benjamin Fierenzi to contribute towards the cost of the Under 17 All Australian Team US College Baseball Tour
- \$600 to Ashley Kolomoisky to contribute to the costs of attending the Australian Gymnastics Championships
- \$600 to Yana Popov to contribute towards the cost of competing in the 2018 National Championships
- \$1200 to James Haggarty to contribute towards the cost of attending the International Youth Silent Film Festival

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

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.

ISSUES AND DISCUSSION

The following applicants have successfully met the Foundation for Youth Excellence selection criteria and demonstrated how the award will allow them to achieve excellence within their chosen field.

FINK, Jamie

Category: Sport
Level: International

Jamie is a member of the Monash University Cheerleading team that has been selected by UniSport Australia, a registered National Sporting Organization, to represent Australia at the 2018 FISU World University Cheerleading Championship in Lodz, Poland. Jamie was the Performing Arts Captain at the King David School in 2017 and received the Performing Arts Award from 2014 – 2016.

Jamie is seeking \$1,200 to contribute towards UniSport Australia's tour fee of \$1250 associated with attending the 2018 FISU World University Cheerleading Championship.

CHEN, Edgar

Category: Creative & Performing Arts
Level: International

Edgar participated in the preliminary round of the Melbourne International Youth Music Competition and has qualified to compete in final round held on 28 July 2018 in Melbourne. Edgar is a current member of the Melbourne Youth Chamber Strings.

Edgar is seeking \$1,200 to contribute towards the estimated \$2,800 cost of a new violin and the accompanist fees for the competition.

GIMGINA, Alisa

Category: Sport
Level: National

Alisa has been selected by Gymnastics Victoria, a recognised State Sporting Organisation, to compete in the 2018 Australian Gymnastics Championships in Melbourne. Alisa has been competing in the Australian National Championships for 5 consecutive years in a row and has won gold, silver and bronze medals in the Victorian Senior Championships.

Alisa is seeking \$600 to contribute towards the registration and uniform cost of \$1,441 required to compete at the 2018 Australian Gymnastics Championships.

ESAKOFF, Rachelle

Category: Sport

Level: International

Rachelle is a member of the Monash University Cheerleading team that has been selected by UniSport Australia, a registered National Sporting Organization, to represent Australia at the 2018 FISU World University Cheerleading Championship in Lodz, Poland. Rachelle has done competitive cheerleading for almost 6 years and was part of the Monash University cheerleading team that came 2nd in the State Championships in 2016 and 2017.

Rachelle is seeking \$1,200 to contribute towards UniSport Australia's tour fee of \$1250 associated with attending the 2018 FISU World University Cheerleading Championship.

LAZARUS, Romi

Category: Sport

Level: International

Romi is a member of the Monash University Cheerleading team that has been selected by UniSport Australia, a registered National Sporting Organization, to represent Australia at the 2018 FISU World University Cheerleading Championship in Lodz, Poland. Romi has previously represented the Cheerleading Team Atlas which consistently achieved a high level of competition, and recently was awarded the Grand Championship title of the National Championships.

Romi is seeking \$1,200 to contribute towards UniSport Australia's tour fee of \$1250 associated with attending the 2018 FISU World University Cheerleading Championship.

BLATHERWICK, Dominique

Category: Sport

Level: National

Dominique has been selected by Hockey Victoria, a recognized State Sport Organisation, to compete in the Under 15 Australian Hockey Championships in Wollongong, NSW. Dominique has previously won gold and silver medals in baseball at both state and national levels.

Dominique is seeking \$600 to contribute towards Hockey Victoria's team levy of \$2,920 associated with attending the Australian Hockey Championships.

HAINING, Declan

Category: Sport

Level: National

Declan has been selected by Karata Victoria, a recognized State Sporting Organization, to compete in the 2018 Australian Karate Federation National Championships held in Caloundra, Queensland. Declan has been competing in the Victorian State Karate Team since 2016 and has previously placed 1st and 2nd at the Victorian State Championships.

Declan is seeking \$600 to contribute towards the estimated \$2,512 cost of travel, accommodation, bus fare and living expenses associated with attending the National Championships.

FIERENZI, Benjamin**Category: Sport****Level: International**

Benjamin has been selected by Baseball Australia, a recognised National Sporting Organisation, to take part in the Under 17 All Australian Team US College Baseball Tour of Oregon, Washington, Arizona and California. Benjamin has won the Golden Glove award at the 2017 and 2018 National Championships. He also Captained the Australian team at the 2016 Under 15 Baseball World Cup held in Iwaki, Japan.

Benjamin is seeking \$1,200 to contribute towards Baseball Australia's tour levy of \$5260 required to participate in the US College Baseball Tour.

KOLOMOISKY Ashley**Category: Sport****Level: National**

Ashley was selected by Gymnastics Victoria, a recognised State Sporting Organisation to compete at the 2018 Australian Gymnastics Championships held in Melbourne. She has also been selected by Gymnastics Australia to attend the Rhythmic Gymnastics Future Development camp being held in Canberra this year.

Ashley is seeking \$600 to contribute towards the \$1,095 cost of fees, uniform costs and living expenses.

POPOV, Yana**Category: Sport****Level: National**

Yana was selected by Skate Australia, a registered National Sporting Organisation, to represent Victoria in the Artistic Primary Solo Dance team at the 2018 National Championships held in Mirabooka, Western Australia. Yana has been skating for the past 3 years and has won many medals in state competitions. Her ultimate goal is to become an Olympic artistic rollerskater and represent Australia.

Yana is seeking \$600 to contribute towards the \$3,289 cost of events registration, equipment, and costumes required for competing at the 2018 National Championships.

HAGGARTY, James**Category: Creative & Performing Arts****Level: International**

James' film has been selected as a finalist at the International Youth Silent Film Festival at the Hollywood Theatre in Portland, Oregon, USA. James was selected to attend the Global Awards Week presented to international finalists where he will attend studio tours, meet with industry professionals and attend the red carpet awards night.

James is seeking \$1200 to contribute towards the \$1574 needed for passport and visa fees, travel insurance, transfers, clothing and living expenses associated with attending the International Youth Silent Film Festival.

FINANCIAL, RESOURCE, RISK AND ASSET MANAGEMENT IMPLICATIONS

Total recommended grants amount: \$10,200

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 AND COMMUNITY PLAN

Theme Three: Safe, Healthy and Inclusive

A strong and safe community that connects people and enhances health and wellbeing.

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

Each of the applicants outlined in this report has successfully met the Foundation for Youth Excellence selection criteria and demonstrated how the award will allow them to achieve excellence within their chosen field.

By awarding the recommended Foundation grants, Council can continue to support these young people to achieve further success in the fields of creative and performing arts; education; leadership or sport.

9.7 QUARTERLY SERVICES PERFORMANCE REPORT JUNE 2018

Author: Jenny Priest, Corporate Performance and Reporting Coordinator

Trim No: 18/1208421

Attachments: 1. Quarterly Services Performance Report June 2018 - Council 4 Sep 2018

PURPOSE AND SUMMARY

Glen Eira City Council Quarterly Service Performance Report has been developed to provide a reporting structure that is meaningful, progressive and based on business intelligence principles.

The newly developed Quarterly Service Performance Report provides trend analysis and insights on the effectiveness and efficiency of Council services from July to June 2018.

RECOMMENDATION

That Council notes the attached Quarterly Service Performance Report is for the period ended June 2018.

BACKGROUND

The State Government's introduction of the 'Know Your Council' website has raised residents' expectation of the information provided by councils. Residents have an increasing expectation of being provided fast, accurate and meaningful reporting of Council's progress. This was reinforced through recent community consultation as part of the development of the 2017–2021 Council and Community Plan.

ISSUES AND DISCUSSION

Some items of note for this quarter include:

- Construction works for the redevelopment of the Duncan Mackinnon Athletics track completed and open to the public;
- The *Integrated Transport Strategy 2018-2023* (including the *Walking Strategy*) was adopted by Council on 12 June 2018. This *Integrated Transport Strategy* identifies ways to increase walking, cycling and public transport trips and strives for a 50:50 mode share of car and non-car trips by 2031;
- Council adopted the *Connecting With Young People Strategy 2018-2021* on 12 June 2018, which will provide guidance on how Council and young people can work together to improve youth engagement and participation in Council consultation activities; and
- The *Community Engagement Strategy 2018-2021* was endorsed by Council on 22 May 2018 which outlines Council's approach to open engagement with the community.

FINANCIAL, RESOURCE, RISK AND ASSET MANAGEMENT IMPLICATIONS

The level of activity undertaken by Council is not always apparent from financial information. Statistical information complements monthly financial reporting and provides more detailed information on the diverse range of activities undertaken by Council. Regular reporting can provide an indication of where productivity or efficiency gains have been made along with identifying trends that will assist in decision making and resource allocation.

POLICY AND LEGISLATIVE IMPLICATIONS

The Quarterly Service Performance Report ensures compliance with statutory requirements legislated under:

- *Local Government Act*;
- Victoria Auditor General's office (VAGO); and
- Service specific quality and assessment standards.

COMMUNICATION AND ENGAGEMENT

The new Quarterly Service Performance Report has been developed in consultation with the Community Consultation Committee and Councillors to provide consistent and transparent information on Council's commitments to its community.

LINK TO COUNCIL AND COMMUNITY PLAN

Theme One: Liveable and Well Designed

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

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

CONCLUSION

Glen Eira Council's Quarterly Service Performance Report aims to respond to community's expectation of providing a clear and transparent snapshot of Council's progress for the year to date.



GLEN EIRA
CITY COUNCIL

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

QUARTERLY SERVICE PERFORMANCE REPORT

APRIL TO JUNE 2018 • WWW.GLENEIRA.VIC.GOV.AU



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This report uses the best available information. While care has been taken to ensure the content in the report is accurate, it cannot be guaranteed at time of publication. There may be errors and omissions or it may not be wholly appropriate for your particular purposes. In addition, the publication is a snapshot in time based on historic information which is liable to change.



CHIEF EXECUTIVE OFFICER OVERVIEW

I'm pleased to share with you our latest Quarterly Performance Report - for the fourth quarter of 2017-18. This report provides an overview of how we are tracking against key performance measures, and provides transparency on the progress made in delivering our commitments to community in the *2017-2021 Council and Community Plan*.

Council is a complex business providing over 120 different services, to our population of over 151,000 residents. Every year we receive approximately 240,000 phone calls and raise more than 171,500 service requests. Through this report we want you to feel informed about the things that are important to you, and have the confidence that we are delivering on our promises.

As you will read in the coming pages, our end-of-year financial position was very healthy, with an operating surplus for the year of \$31.76 million; this showed a positive variance against budget of \$14.55 million. Council spent \$35.23 million on capital works projects (refer to the Financial Overview section of this report).

Progress worthy of noting this quarter includes:

- Construction works for the redevelopment of the Duncan Mackinnon Athletics track completed and open to the public.
- The *Integrated Transport Strategy 2018-2023* (including *the Walking Strategy*) was adopted by Council on 12 June 2018. This *Integrated Transport Strategy* identifies ways to increase walking, cycling and public transport trips and strives for a 50:50 mode share of car and non-car trips by 2031.
- It has been pleasing to note that our number of **VCAT appeals** continues to indicate a downward trend from 2016-17 levels. The number of appeals in quarter 4 has reduced significantly when compared to the previous year. This demonstrates that our decision making is increasingly finding a balance between various stakeholder expectations. There has also been a significant drop in the number of decisions that have not been set aside by the Tribunal. Over the past year, this has improved from 31% to 50%.
- Council adopted the *Community Safety Plan* on 12 June 2018 which identifies the key safety issues and safety priorities for Glen Eira. Council and its partners will use the Plan to maintain and improve safety in Glen Eira and provide the community with a clear and easily understood snapshot of community safety in Glen Eira.
- Council adopted the *Connecting With Young People Strategy 2018-2021* on 12 June 2018, which will provide guidance on how Council and young people can work together to improve youth engagement and participation in Council consultation activities.
- The *Community Engagement Strategy 2018-2021* was endorsed by Council on 22 May 2018 which outlines Council's approach to open engagement with the community.



- We have also been busy improving our Recreation and Open Spaces. Works this quarter have included:
 - Moorleigh Village Reserve, Bentleigh East - Demolition of the existing cricket net structure was completed to make way for the construction of the new cricket / multi-purpose sports facility.
 - Scout Hall demolition at EE Gunn Reserve, Ormond. Demolition of Scout Hall building to make way for the construction of new cricket nets including asbestos cleanup works.
 - Caulfield Park, Caulfield - to respond to community requests, a new chess table setting was installed and 3 chess table boards were retrofitted to existing tables. An additional drink fountain with a dog bowl attachment was also installed.
 - Caulfield Park, Caulfield - In preparation for the Master Plan refresh and integrated water management project, a comprehensive engineering feature survey of the entire park was undertaken.
 - Boyd Park, Riley Reserve & Springthorpe Gardens, Murrumbeena - To assist with the preparation of the new Master Plan, a feature survey of these three spaces was undertaken.

These are just some of the services, events, projects and programs delivered by Council this quarter that improve the community's daily lives and contribute to the City of Glen Eira being a great municipality in which to live, work and raise a family.

I hope you find the information in this report helpful in understanding the work of Council, and tracking our progress in delivering our priorities. As it's only the second time that we have produced this report we are still keeping its design and content under review. If you have feedback please don't hesitate to email me at mail@gleneira.vic.gov.au

Regards,

Rebecca McKenzie
Chief Executive Officer,

FINANCIAL OVERVIEW



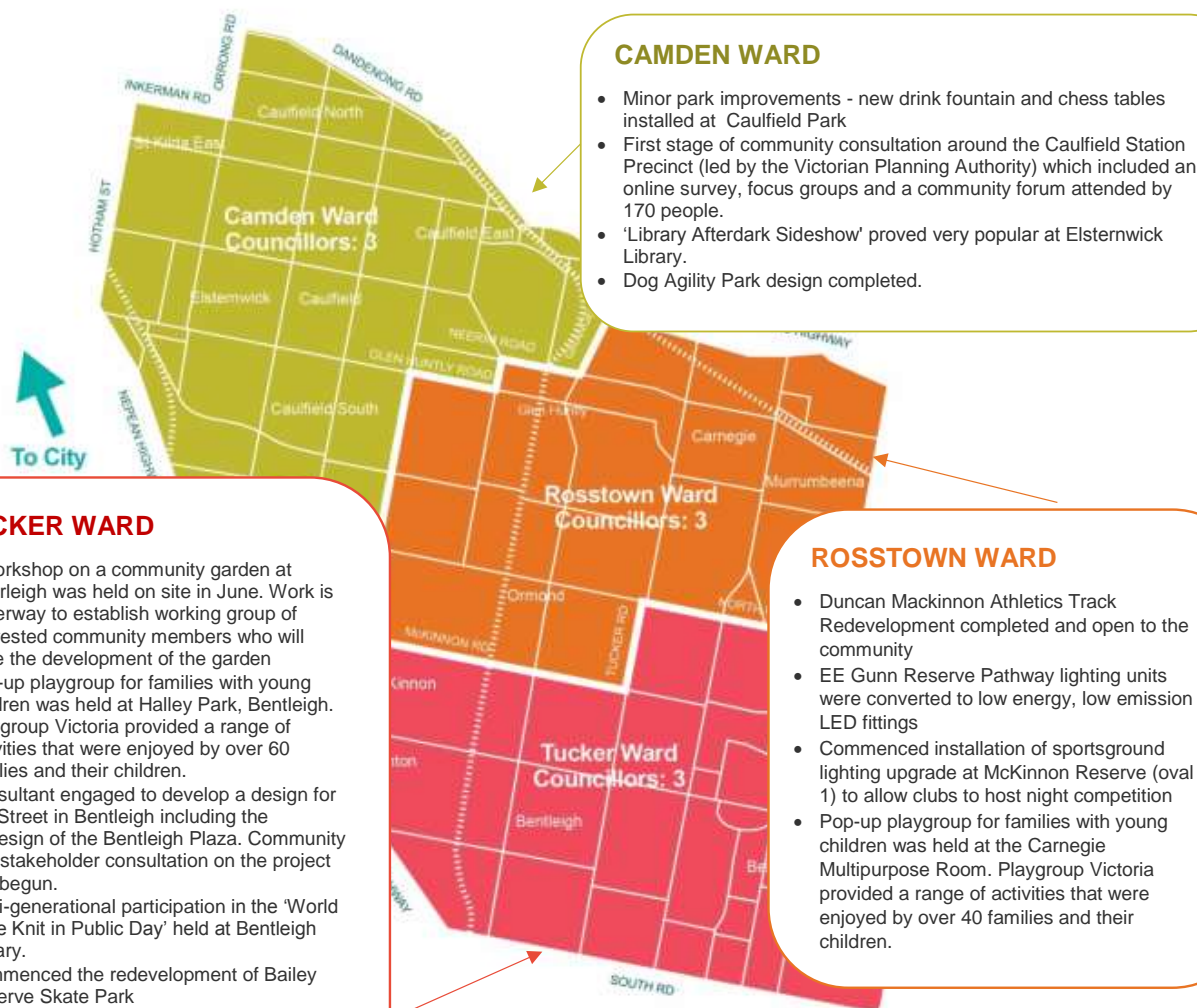
At the end of June 2018, the performance against budget showed a positive variance of \$14.55 million, due to higher than anticipated income of \$14.15 million and favourable variance in operating expenditure of \$400,000. The year to date financial performance was better than budget mainly due to: better than anticipated income received for open space contributions of \$2.85 million, statutory fees and fines of \$2.57 million, government grants of \$2.13 million, user fees of \$723,000, and a non-monetary contribution of \$5.23 million being consideration to recognise Council's appointment as Committee of Management for land on the corner of Kambrook, Glen Eira and Booran Roads in East Caulfield. Council was appointed as Committee of Management by the State Government for this land. Favourable variances in expenditure items include employee costs of \$760,000.

Council's current asset ratio, a measurement of our financial strength was 1.42. This means for every \$1 of current liabilities, Council had \$1.42 in current assets to meet those commitments. Council remains financially well positioned and the 2017–18 surplus provides further financial flexibility to meet the city's future infrastructure and service delivery needs.

The table below details Council's forecast performance based on the Victorian Auditor-General Financial Sustainability Risk Indicators.

FINANCIAL SUSTAINABILITY RISK INDICATORS	Objective	2016-2017 Actuals	2017-18 Annual Budget as at 30 June 2018	2017-18 Annual Actuals As at 30 June 2018	2017-18 Risk Based on Annual Actuals as at 30 June 2018	COMMENT
Net Result	Generating surpluses consistently of greater than 0%.	16.76%	10.00%	17.05%	Low	Council is generating positive surpluses.
Underlying Result (%)	Generating surpluses consistently of greater than 0%.	16.00%	9.00%	14.65%	Low	Council is generating positive surpluses.
Liquidity	To measure Council's ability to repay short-term liabilities as they fall due. The indicator is to be greater than 1.0.	1.24	1.18	1.42	Low	Council's forecast to 30 June 2018 indicates a Liquidity Ratio of greater than 1.0.
Indebtedness	Lower than 40% relates to the ability to repay debt from own-source revenue.	15.72%	13.08%	12.61%	Low	Council is operating at a ratio of lower than 40%, therefore has the ability to repay debt from own-source revenue.
Internal Financing	Generating enough cash from operations to fund new assets. The indicator is to be greater than 100%.	157.42%	111.07%	147.60%	Low	Council is generating enough cash from operations to fund new assets.
Capital Replacement	To ascertain the level of risk of insufficient spending on asset renewal. The indicator is to be more than 1.5.	1.58	1.73	1.49	Low	This ratio is reduced by the value of works that are being completed in 2018-19 mostly due to timing of tenders and contractor availability or weather.
Renewal Gap	To ensure there is sufficient spending on Council's asset base. The indicator is to be greater than 1.0.	1.24	1.29	1.22	Low	Council spends sufficient funds on its asset base.

WHAT'S BEEN HAPPENING AT A LOCAL LEVEL



ALL WARDS

- The New Look: 1960s fashion in Melbourne exhibition took place in the Glen Eira City Council Gallery.
- Reconciliation Week event took place at Mallanbool Reserve.
- Volunteer Recognition Ceremony was held in May to acknowledge the role of Glen Eira's many volunteers.
- Women's peer mentoring event held in May bringing together women in business and employment for an evening of skillfully facilitated conversations, leading to the formation of several women's peer mentoring groups.
- Families and young children enjoyed being part of the Yarning circles workshops acknowledging Aboriginal history and culture. This was part of the Glen Eira Storytelling Festival.

MAJOR PROJECT UPDATES



1. Duncan Mackinnon Reserve

Netball Court Extension

- **Project Status:** Construction Phase.
- **Key achievements:** In the fourth quarter of 2017-18, construction of the new courts was largely completed, sports lighting installed and the courts opened for use.
- **Planned activities for the next quarter:** Completion of landscaping, seating and fencing. Final stage surfacing and line-marking is scheduled for the September school holidays when the weather has improved.

Athletics Track Upgrade

- **Project Status:** Construction Phase.
- **Key achievements:** In the fourth quarter of 2017-18, construction of the new athletics track and field works were completed including surfacing and line-marking. The athletics track opened for use.
- **Planned activities for the next quarter:** Completion of minor works.

Master Plan Implementation - Stage 2 Landscape

- **Project Status:** Currently in the detailed design phase.
- **Key achievements:** In the fourth quarter of 2017-18, the preliminary concept and cost plans were completed and works were scheduled for future implementation. Track access stairs were constructed, with hand rails to be completed.
- **Planned activities for the next quarter:** Complete the track access stair construction, finalise detailed design and associated cost planning. Commence procurement of construction.



Completed Athletics track



Netball courts major works completed

MAJOR PROJECT UPDATES



2. Lord Reserve and Koornang Park

Carnegie Swim Centre Redevelopment

- **Project Status:** Currently in Feasibility Phase.
- **Key achievements:** In the fourth quarter of 2017–18, additional preliminary architectural concepts were prepared including associated cost planning and business plan.
- **Planned activities for the next quarter:** Further refinement and additional concepts and inclusions requested by Council to be developed prior to the next phase of community consultation.

Carnegie Precinct Master Plan (Lord Reserve and Koornang Park)

- **Project Status:** Currently in Feasibility and Concept Phase.
- **Key achievements:** In the third quarter of 2017–18, additional initial master plan concepts were prepared in conjunction with the architectural concepts for the Carnegie Swim Centre.
- **Planned activities for the next quarter:** Further refinement and additional concepts and inclusions requested by Council to be developed prior to the next phase of community consultation.



Existing Photos of Carnegie Swim Centre, Lord Reserve and Koornang Park

3. Bailey Reserve

Skate Park Redevelopment

- **Project Status:** Construction Phase.
- **Key achievements:** In the fourth quarter of 2017–18, Construction works commenced. In-ground concrete works are progressing well and concrete paving is in progress. Drainage and services are completed
- **Planned activities for the next quarter:** Complete construction works.



Bailey Reserve Skate Park under construction

MAJOR PROJECT UPDATES



Bailey Reserve Oval No.1 Upgrade

- **Project Status:** Construction Phase.
- **Key achievements:** In the fourth quarter of 2017–18, construction continued with the installation of Irrigation preparation of surface for next phase of works.
- **Planned activities for the next quarter:** Installation of sub-surface drainage and laying turf. Complete construction.



Bailey Reserve Oval Upgrade in progress

5. Preparation and implementation of *Structure Plans* for Carnegie, Elsternwick and Bentleigh and Quality Design Guidelines for Glen Eira.

- **Project Status:** When adopting the *Elsternwick Structure Plan* Council committed to further Shadowing and Traffic Analysis for the Urban Renewal Area. A project scope is currently being developed for this further work.
- **Key achievements:** Since adoption of the *Structure Plans* in February 2018, Council has lodged an application for 'interim planning controls' to the Minister for Planning. The 'interim planning controls' apply to areas where the current planning controls allow for greater development heights than those proposed in the *Structure Plans*.
- **Planned activities for the next quarter:** Council will be putting out a tender for a consultant to develop a Masterplan for the Elsternwick Urban Renewal South area. An Elsternwick Urban Renewal South Community Reference Group will also be established.

MAJOR PROJECT UPDATES



STRUCTURE PLANNING PROCESS



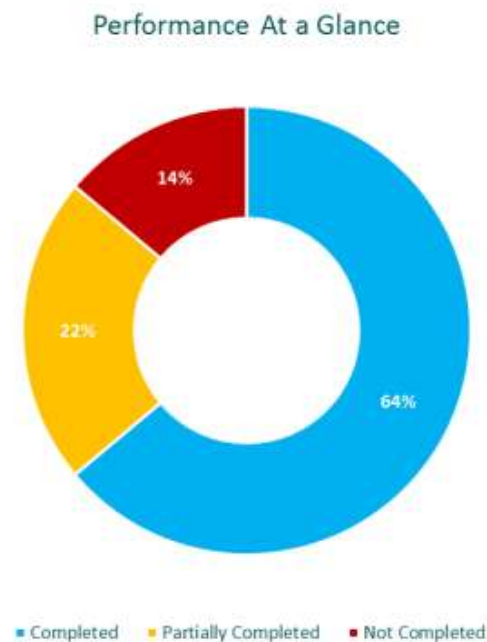


PERFORMANCE AT A GLANCE

The *Council Plan 2017–2022* sets out five themes where Council will focus its efforts to enhance community experience over the next five years. These themes were developed in consultation with the community.

PROGRESS AGAINST GLEN EIRA COUNCIL AND COMMUNITY PLAN COMMITMENTS

TOTAL NUMBER OF COMMITMENTS FOR 2017-18	36
Number of activities completed to the required standard of performance:	23
Number of activities in progress and partially completed to the required standard of performance:	8
Number of activities not completed to the required standard of performance:	5



Pages 10 to 37 provide an update on the *Council and Community Plan 2017–2021* commitments and related service performance indicators for each of the five themes.

LIVEABLE AND WELL DESIGNED

A WELL PLANNED CITY THAT IS A GREAT PLACE TO BE

COMMITMENT	PERFORMANCE MEASURE	TARGET DATE	PROGRESS UPDATE AS AT 30 June 2018	
We will deliver detailed structure plans for Bentleigh, Carnegie and Elsternwick, which address development, open space, business and transport, and an <i>Activity Centre, Housing and Local Economy Strategy</i> for all our centres.	Adopt structure plans for Bentleigh, Carnegie and Elsternwick.	Mar-18	Structure Plans which address development, open space, business and transport for Bentleigh, Carnegie and Elsternwick were adopted by Council 27 February 2018.	
	Adopt <i>Activity Centre, Housing and Local Economy Strategy</i> for all our centres.	Dec-17	The revised <i>Activity Centre, Housing and Local Economy Strategy</i> was adopted by Council on 25 July 2017.	
We will commence community consultation and a feasibility study to develop a new vibrant community hub in Elsternwick.	Commence community consultation for the Elsternwick community hub.	Mar-18	Initial consultation was undertaken as part of the Elsternwick <i>Structure Plan</i> community engagement, completed in February 2018. The next stage of detailed consultation will be undertaken in 2018-19.	
	Undertake feasibility study for the Elsternwick community hub.	Jun-18	Following adoption of the <i>Structure Plan</i> , staging of different projects has been reviewed and delivery timeframes revised. The brief for the scope of works for the feasibility was completed in 2017-18. The feasibility study is planned to be undertaken in 2018-19 as captured in the <i>Community Plan 2018-19</i> commitments.	
We will update and refresh a minimum of three key Council community infrastructure strategies relating to recreation, open space and facilities.	<i>Open Space Strategy</i> refreshed.	Jun-18	Preliminary analysis work is well underway for the refresh of the <i>Open Space Strategy</i> but was delayed pending receipt of the 2016 Census data and updated id forecasts of population per dwelling.	
	Council endorses <i>Tennis Strategy</i> .	Jun-18	Initial consultation and draft <i>Tennis Strategy</i> were completed. The <i>Strategy</i> is currently undergoing a final consultation phase with affected clubs before proceeding to Council for endorsement.	
	Council endorses <i>Pavilion Strategy</i> .	Dec-17	Council endorsed a new <i>Pavilion Strategy</i> on 25 July 2017.	
We will develop and implement policies and controls that protect heritage, and the character of our residential areas.	Adopt Heritage Policy.	Dec-17	Heritage Policy adopted by Council on 10 April following a minor heritage review. Major heritage review will be undertaken in second half of 2018.	
We will invest a minimum of \$30M through Council's Capital Works Program for 2017-18.	\$30M spent on Capital Works Program for 2017-18.	Jun-18	Actual spend as at 30 June 2018 is \$35.23million.	
We will develop concepts for Lord Reserve, Carnegie Swim Centre, and Koornang Park to create a community focused multi-use recreation precinct.	Concept plan developed for Carnegie Swim Centre.	Mar-18	Concepts were prepared based on initial community consultation. Further information was provided to Council in June 2018. Council has requested additional work in relation to Carnegie Swim Centre and Glen Eira Sports and Aquatic Centre, prior to the next phase of community consultation in 2018-19.	
	Master Plan developed for Lord Reserve and Koornang Park.	Jun-18	Masterplan concept options were considered by Councillors on 27 March and 26 June 2018.	
We will develop a statement of commitment on housing affordability and work with neighbouring councils to develop a regional perspective.	Development of policy statement (of commitment) endorsed by Council.	Jun-18	Council's Housing Affordability Statement is under development and will be considered by Council in September 2018. We are currently working with Bayside, Boroondara and Stonnington councils on a Vision Statement and <i>Land Use Framework Plan</i> that will consider the facilities of affordable housing across the Region.	

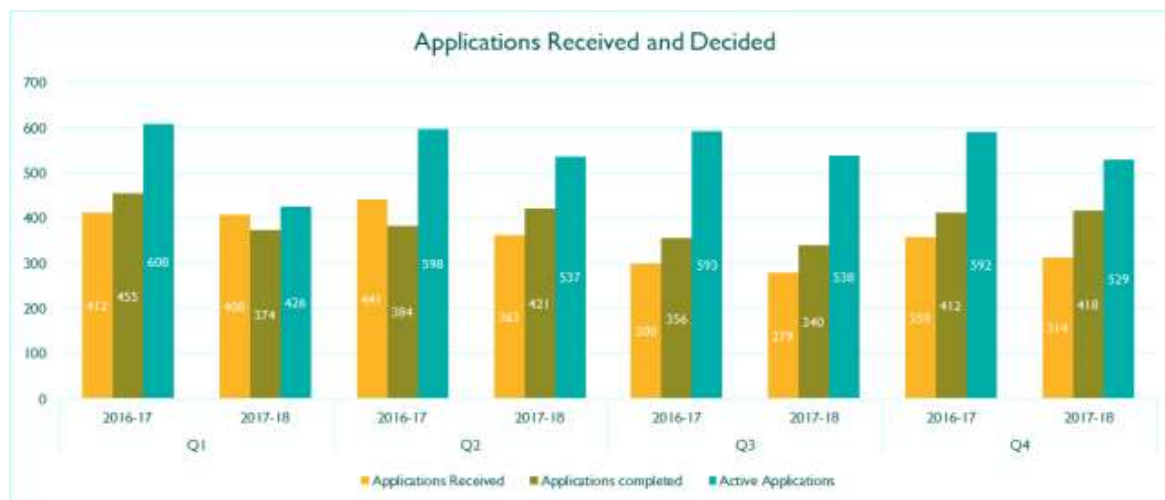
■ Completed
 ■ Partially Completed
 ■ Not Completed

SERVICE PERFORMANCE INDICATORS — PLANNING

The following service performance indicators are being monitored under

Theme 1 – Liveable and Well Designed

PLANNING APPLICATIONS RECEIVED AND DECIDED

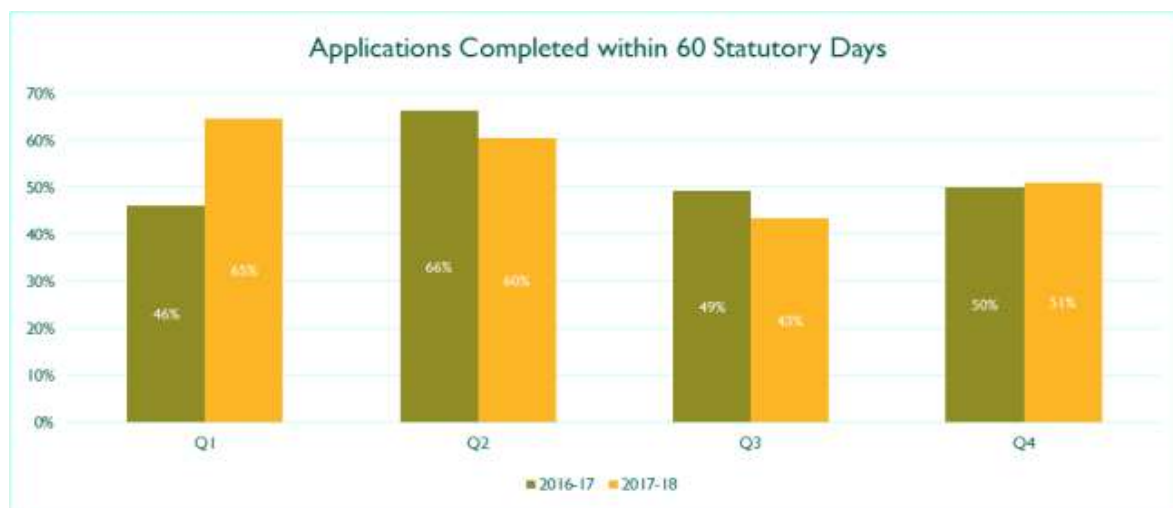


Comment:

We continue to reduce our backlog of applications and are determining more applications than we receive. The total number of Active Applications continues to be lower than the previous financial year. This trend is likely to continue as the benefits of planning office process improvements are realised.

Decisions made in each quarter involve some applications lodged in the previous quarter.

PLANNING APPLICATIONS COMPLETED WITHIN 60 STATUTORY DAYS



Comment:

The percentage of applications determined within 60 days is consistent with 2016-17 figures for quarter 4. It is expected that the introduction of an automated statutory timeframe calculation tool, to be launched in August, will improve monitoring of timeframes.

SERVICE PERFORMANCE INDICATORS — PLANNING

The following service performance indicators are being monitored under

Theme 1 – Liveable and Well Designed

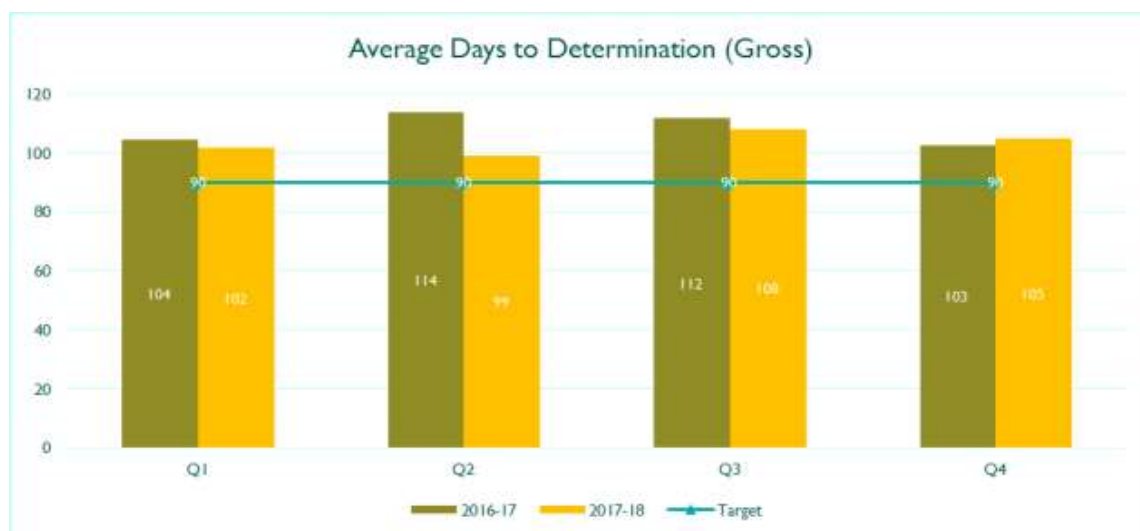
AVERAGE STATUTORY DAYS



Comment:

The average statutory days per determination is consistent with last financial year. The department is currently building a "statutory clock" within its application database to enable a better capture of this KPI.

AVERAGE GROSS DAYS



Comment:

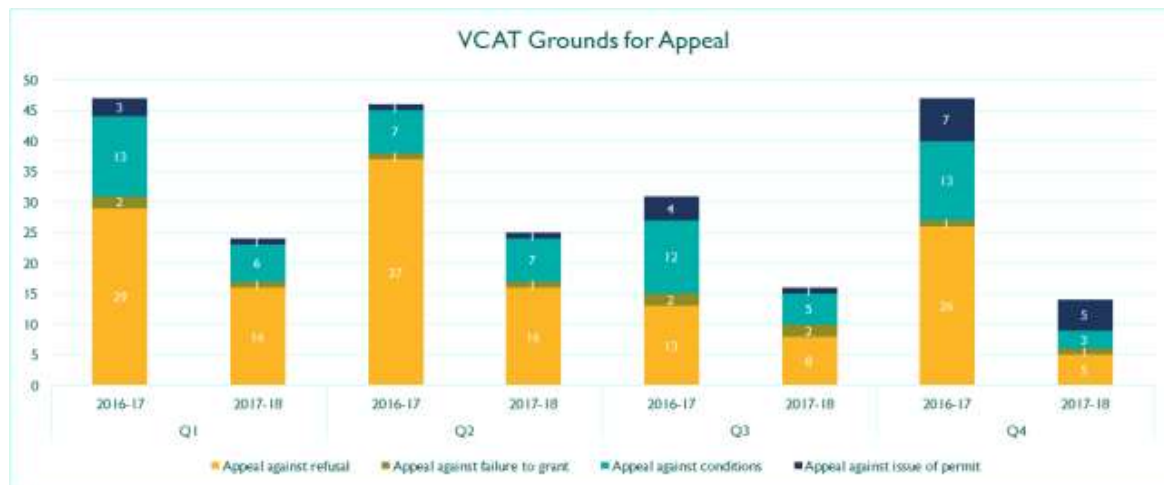
The average gross days to determination is reducing which is a positive trend. It reflects improved monitoring of gross days as a performance measure within the team.

Note: This measurement is in calendar days, not statutory days. It is extracted from the State Government Planning Permit Activity Reporting Systems (PPARS).

SERVICE PERFORMANCE INDICATORS — PLANNING



VCAT APPEALS AND REASONS FOR APPEALS

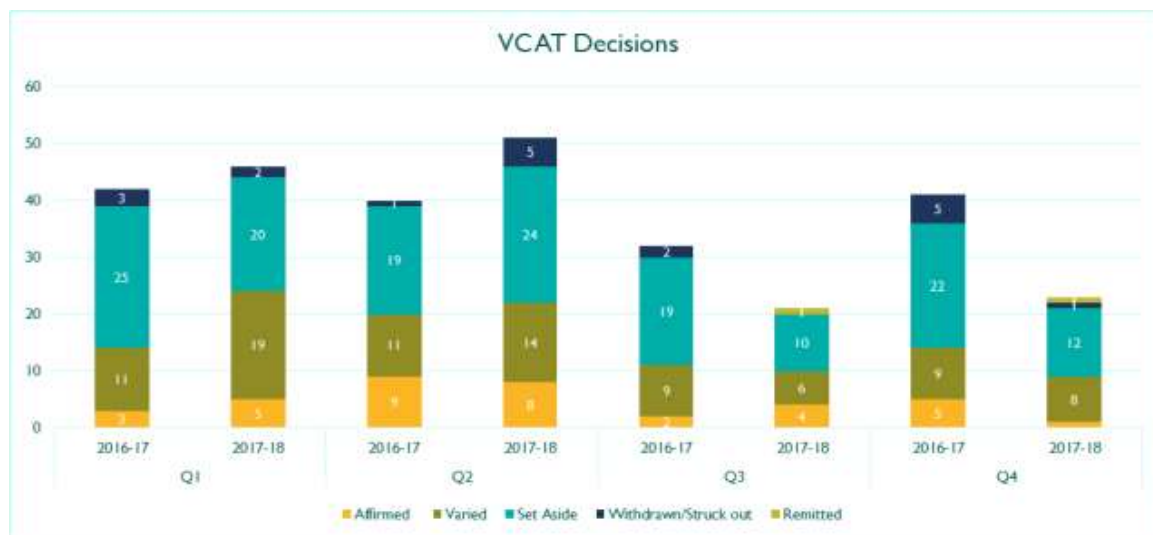


Comment:

The number of appeals in quarter 4 has reduced compared to the previous year. This demonstrates that our decision making is finding a balance between various stakeholder expectations.

Data source: Planning Permit Activity Reporting Systems (PPARS) – DELWP

VCAT DECISIONS



Comment:

There has been a significant drop in the number of decisions that have been set aside (overturned) by the Tribunal. Over the past year the percentage of applications that have not been set aside by the Tribunal has improved from 31% to 50%.

SERVICE PERFORMANCE INDICATORS — PLANNING



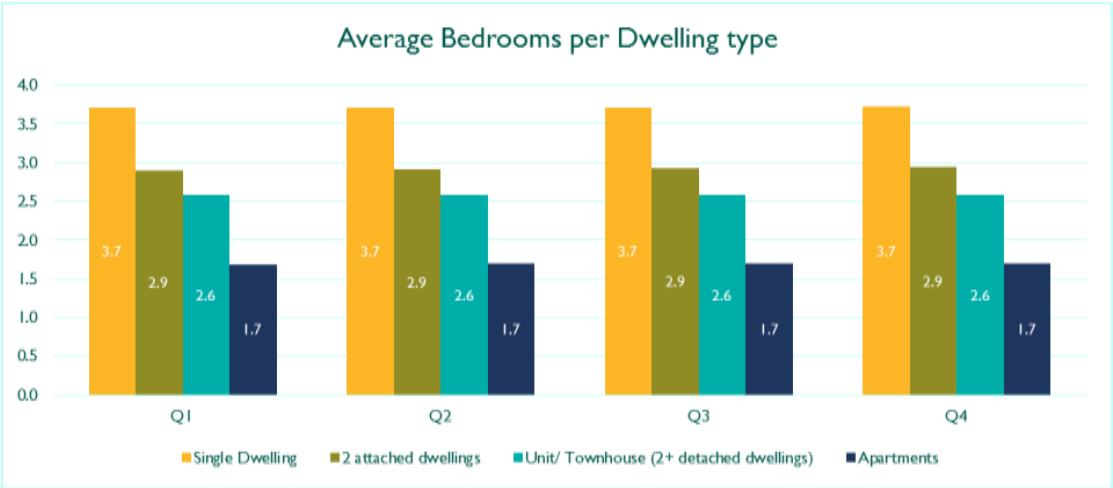
DIVERSITY IN AVAILABLE HOUSING STOCK



Comment:

The reduction in the number of single dwellings is a result of the redevelopment of land for other housing types including townhouses and apartments.

Note: This is a new indicator and data had not previously been captured for this measure i.e. Q1



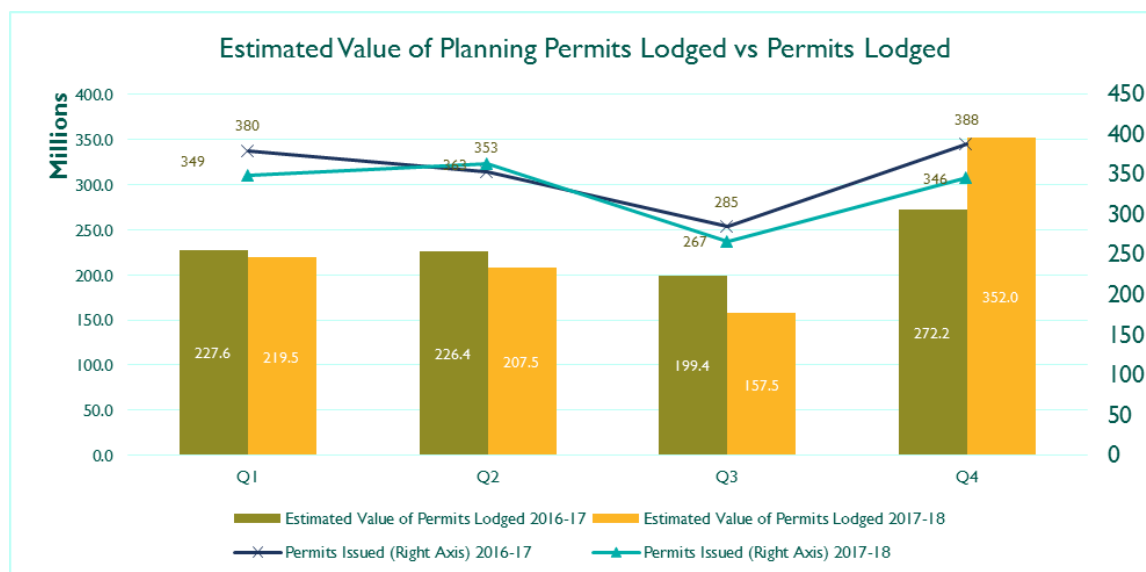
Comment:

The majority of housing continues to be apartments of 1 or 2 bedrooms. Council's *Structure Plans* seek to counter this imbalance and provide a greater diversity of housing across the municipality.

SERVICE PERFORMANCE INDICATORS — PLANNING



ESTIMATED VALUE OF PLANNING PERMITS LODGED

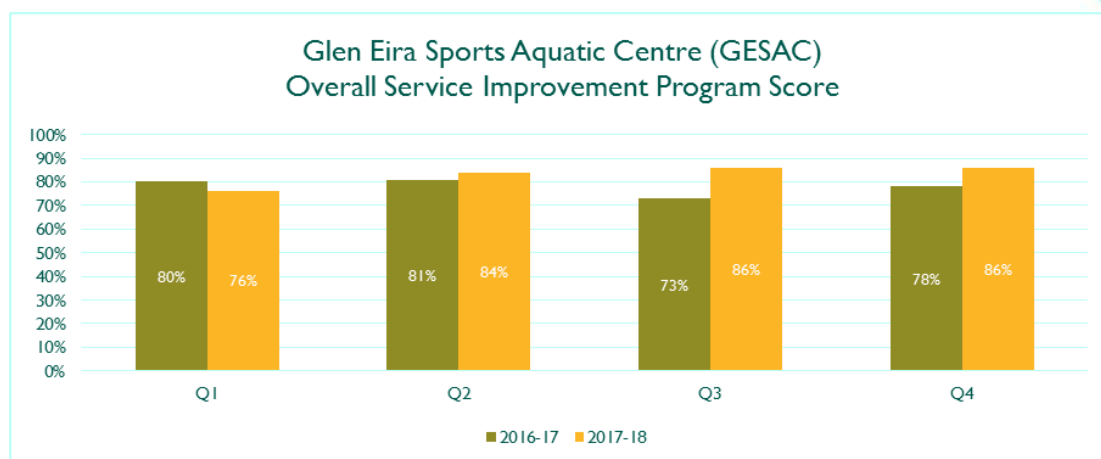


Comment:

The estimated cost of permits lodged is up on last year and this is attributed to the lodgment of a significant application for the redevelopment of the former ABC site in Elsternwick. There has been a slight reduction in the number of planning permit applications. However, there has been an increase in the estimated cost of permits issued due to higher value developments being approved.

SERVICE PERFORMANCE INDICATORS — GESAC

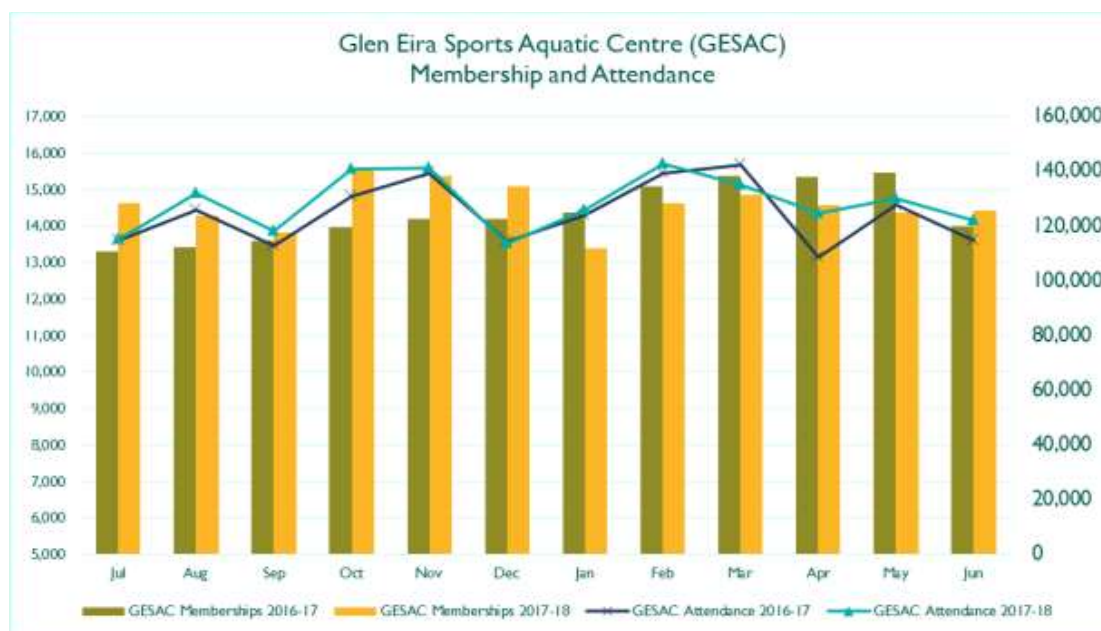
OVERALL SERVICE IMPROVEMENT PROGRAM SCORE — GESAC



Comment:

Service Improvement Program Score at GESAC has increased in all teams, with a 5% increase in the annual average. The customer service team maintained the highest average at 98%. The key areas of improvement were communication, supervision, cleanliness and presentation. We use a variety of methods to measure our performance against the service criteria. These include: observation of individuals in person; observation of the team in person; phone calls to individuals; reviews of safety; OH&S; continuous reviews of our website; electronic communication; and assessment of our café (sub contracted).

GESAC MEMBERSHIP AND ATTENDANCE



Comment:

Attendances have grown by nearly 50,000 over the year. This is spread across all individual areas, e.g. health club, stadium and aquatics. This is a pleasing result given the outdoor 50m pool closure which would have reduced attendance for July, August, and September. The main reason for growth is due to improvement in health club programming, increased lap hours for the public and new stadium partnerships with increased stadium hire arrangements.

ACCESSIBLE AND WELL CONNECTED



A CITY THAT IS EASY TO MOVE AROUND, WITH SAFE TRAVEL OPTIONS AND WALKABLE NEIGHBOURHOODS

COMMITMENT	PERFORMANCE MEASURE	TARGET DATE	PROGRESS UPDATE AS AT 30 June 2018	
We will develop a new <i>Integrated Transport Strategy</i> , which identifies and sets the City's goals for various transport modes, with a focus on creating safer and walkable neighbourhoods.	Council endorses <i>Integrated Transport Strategy</i> .	Jun-18	The <i>Integrated Transport Strategy</i> 2018-2023 was adopted by Council on 12 June 2018.	Completed
We will complete a municipal-wide <i>Car Parking Strategy</i> .	Develop and adopt <i>Car Parking Strategy</i> .	Jun-18	The <i>Car Parking Strategy</i> could not be completed until the <i>Integrated Transport Strategy</i> was adopted on 12 June 2018. This is now expected to be finalised in November 2018.	Not Completed
We will update our <i>Walking Strategy</i> with particular focus on improving pedestrian safety around schools, and creating incentives for our community to use sustainable forms of transport.	Update and endorse <i>Walking Strategy</i> .	Jun-18	The <i>Walking Strategy</i> was incorporated within the <i>Integrated Transport Strategy</i> which was adopted by Council on 12 June 2018.	Completed
We will revise our approach to implementing or amending parking restrictions to ensure that affected residents are consulted in all circumstances in advance of any changes being implemented.	A Car Parking Policy to be developed as part of Council's <i>Integrated Transport Strategy</i> .	Apr-18	Development of the Car Parking Policy could not be completed until the <i>Integrated Transport Strategy</i> 2018-2023 was adopted. This Policy is now expected to be finalised in November 2018.	Not Completed
We will enhance our footpath renewal and upgrade programs to deliver more small area footpath improvement projects and also construct a number of missing link footpaths throughout the municipality.	Construct five per cent of our missing link footpaths.	Jun-18	The construction of approximately 1km of missing footpaths have been successfully completed in 11 streets and 1 Park in 2017-18 at the following locations; Hood Crescent Caulfield North; Aroona Road Caulfield North; Khartoum Street Caulfield North; Lawrance Street Murrumbidgee; Lyons Street Carnegie; Toolambool Road Carnegie; Forster Court Bentleigh East; Faulkner Street Bentleigh; Lockwood Street Bentleigh; Marion Street Bentleigh; Crozier Court Mckinnon; and Koornang Park Carnegie.	Completed

■ Completed
 ■ Partially Completed
 ■ Not Completed

SERVICE PERFORMANCE INDICATORS — TRAFFIC AND SAFETY

The following performance indicators are being monitored under

Theme 2 – Accessible and Well Connected

TRAFFIC AND PARKING COMPLAINTS RESPONDED TO WITHIN FIVE DAYS



Comment:

Council experienced an increase in traffic and parking investigations from Q3 to Q4. When compared to the same time last year there were 488 more investigations. This is mainly due to the increase in construction work throughout the municipality. Many residents are requesting traffic engineering investigations of parking restrictions either during construction or post construction. In addition, the Level Crossing Removal Works generated increased investigations. Unfortunately this has put a significant strain on resources and has led to an increase in the number of days taken to respond. Council plans to invest in more resources for this area in the new budget year.

COMMUNITY SAFETY AUDITS

An independent road safety auditor was appointed to carry out the audits. The audits were completed in December 2017. Business cases have been prepared for the various traffic management treatments recommended by the auditor.

Traffic conditions were audited around the following schools:

1. St Anthony's Primary School
2. Glen Huntly Primary School
3. McKinnon Secondary College

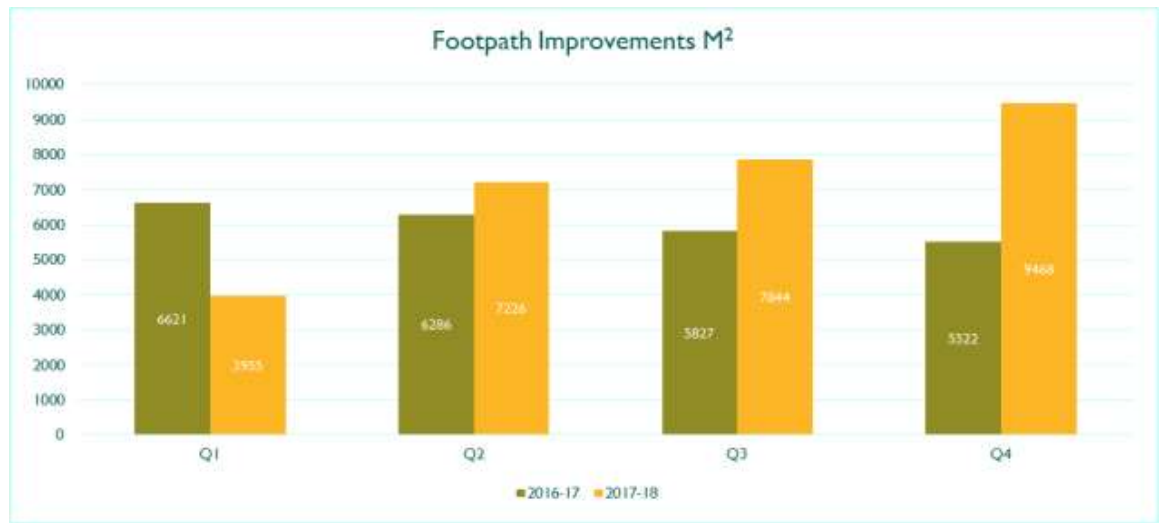
Traffic conditions were audited around the following shops:

1. McKinnon Shopping Centre
2. South Road Shops, Bentleigh

SERVICE PERFORMANCE INDICATORS — FOOTPATHS



FOOTPATH IMPROVEMENTS



Comment:

The area of footpaths constructed in Quarter 4 was significantly higher than the previous year, due to a larger panel of contractors, commencement of the installation of street trees in narrow nature strips program, and favourable autumn weather which enabled footpath works to be brought forward from 2018-19 for early delivery.

SAFE, HEALTHY AND INCLUSIVE



A STRONG AND SAFE COMMUNITY THAT BRINGS PEOPLE TOGETHER AND ENHANCES HEALTH AND WELLBEING

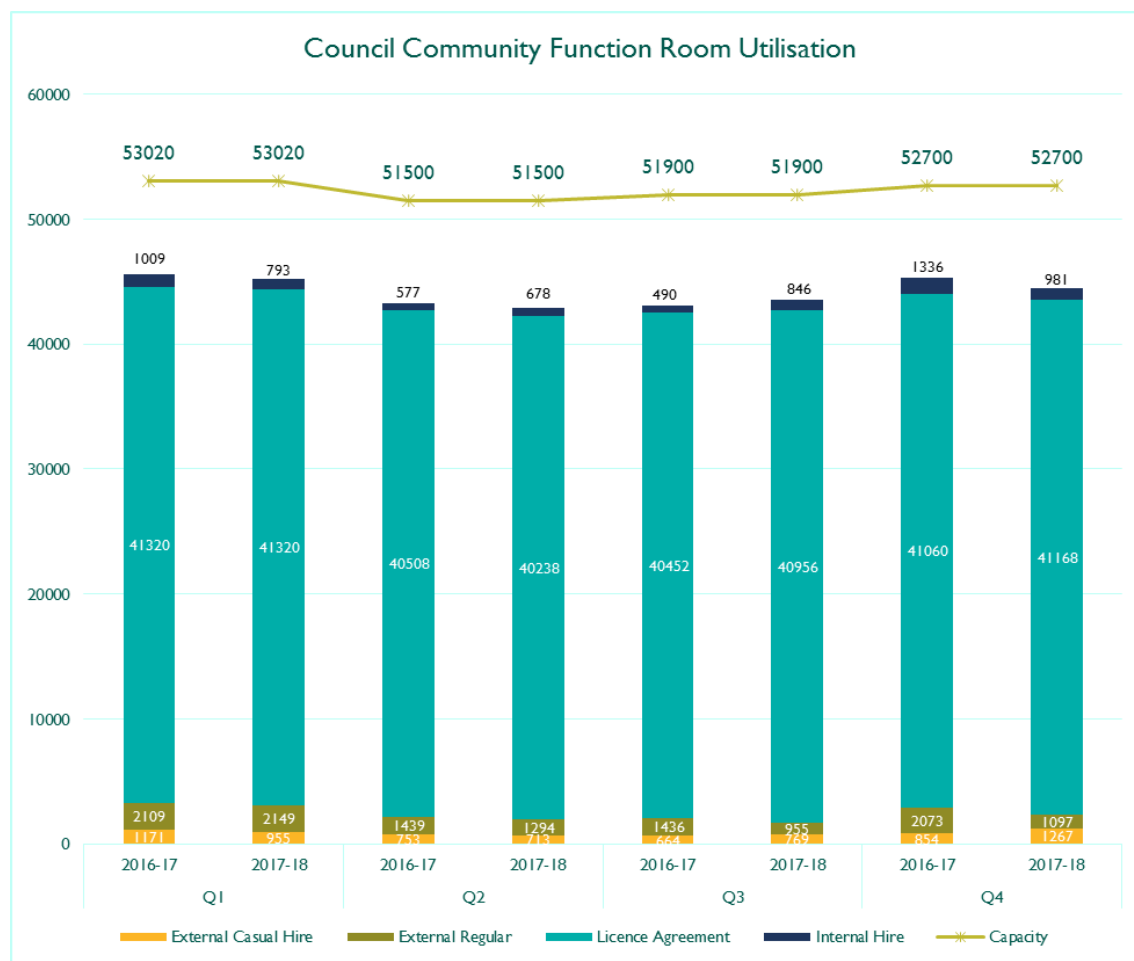
COMMITMENT	PERFORMANCE MEASURE	TARGET DATE	PROGRESS UPDATE AS AT 30 June 2018	
We will establish a Community Safety Committee with representation from Victoria Police, key stakeholder organisations, and community members.	Establish Community Safety Committee with key stakeholders.	Dec-17	Terms of Reference for the Community Safety Committee were endorsed in November 2017. Meetings of the Community Safety Committee were held in December 2017 and January 2018.	Completed
We will develop a comprehensive community safety plan in collaboration with the community that includes a range of crime prevention strategies.	Develop a comprehensive community safety plan and endorsed by Council.	Jun-18	<i>The Community Safety Plan</i> was endorsed by Council on 12 June 2018.	Completed
We will develop a transparent and prioritised program towards all-abilities access in all Council managed community facilities, aligned with <i>Council's Disability Access Plan</i> .	Develop a prioritised program towards all-abilities access in Council facilities.	Dec-17	All-abilities access improvement works have commenced at 6 Council Pavilions. Consultants have been appointed to prepare a 5 year all-abilities access program.	Partially Completed
We will incorporate the needs and feedback from our community consultation into the feasibility study for a vibrant, multi-functional hub in Elsternwick.	Community Consultation feedback incorporated in feasibility study.	Jun-18	The feasibility study is planned to be undertaken in 2018-19 as captured in the <i>Community Plan 2018-19</i> commitments. Initial consultation was undertaken as part of the <i>Elsternwick Structure Plan</i> community engagement. Following adoption of the <i>Structure Plan</i> , staging of different projects has been reviewed and delivery timeframes revised. The brief for the scope of works for the feasibility was completed in 2017-18.	Not Completed

Completed
 Partially Completed
 Not Completed

SERVICE PERFORMANCE INDICATORS — COUNCIL FACILITIES

The following performance indicators are being monitored under Theme 3 – Safe, Healthy and Inclusive

UTILISATION OF COUNCIL COMMUNITY FUNCTION ROOMS



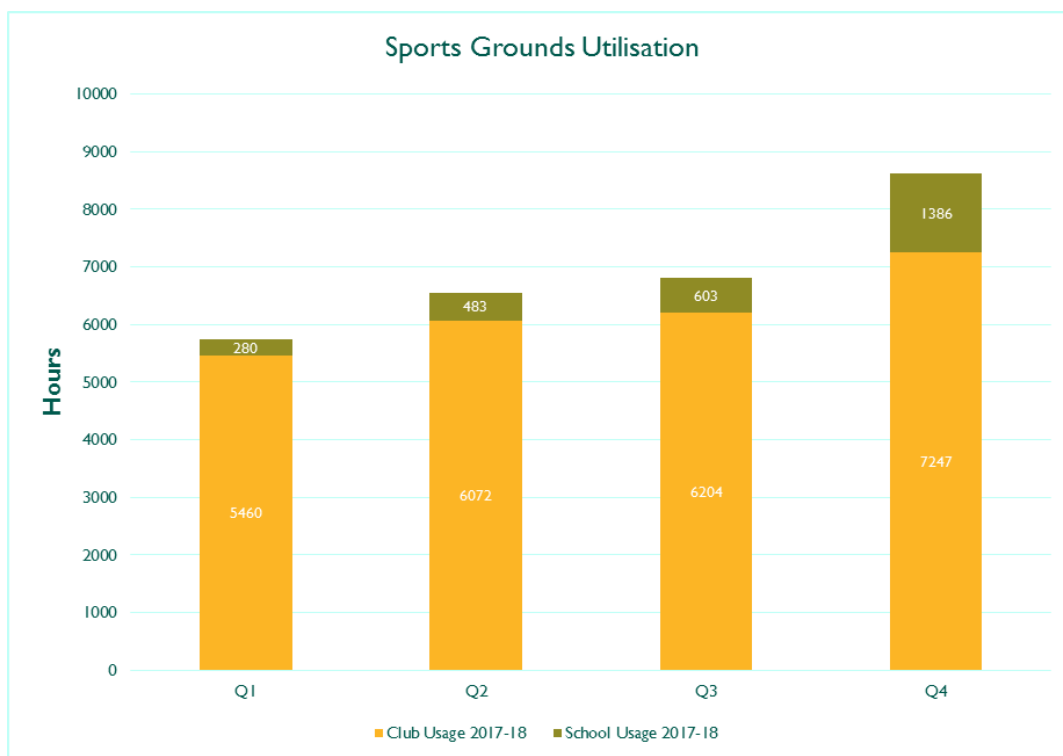
Comment:

- Figures above represent the monthly bookings of Council's eleven Community Function Rooms: Bentleigh McKinnon Youth Centre, Caulfield Park Pavilion and Community Room, DC Bricker Function Room, Duncan Mackinnon Reserve Social Room, East Caulfield Function Room, Glen Huntly Park Function Room, McKinnon Public Hall, Murrumbeena Function Room, Packer Park Function Room, Moorleigh Function Room and the Moorleigh Community Village Centre.
- Users consist of a mix of community casual hire, regular hire (e.g. judo, ballet, gymnastics and Pilates groups), licence agreements and internal Council bookings.
- Licence agreements are in place for rooms at Moorleigh Community Village Centre, Bentleigh McKinnon Youth Centre (YMCA Victoria) and DC Bricker Pavilion (Sandringham Dragons).
- Figures exclude the Town Hall and Carnegie Library Rooms.
- At venues other than our licence agreement venues, there is capacity and opportunity to increase casual hire and external regular hire usage.

SERVICE PERFORMANCE INDICATORS — COUNCIL FACILITIES



SPORTS GROUND USAGE



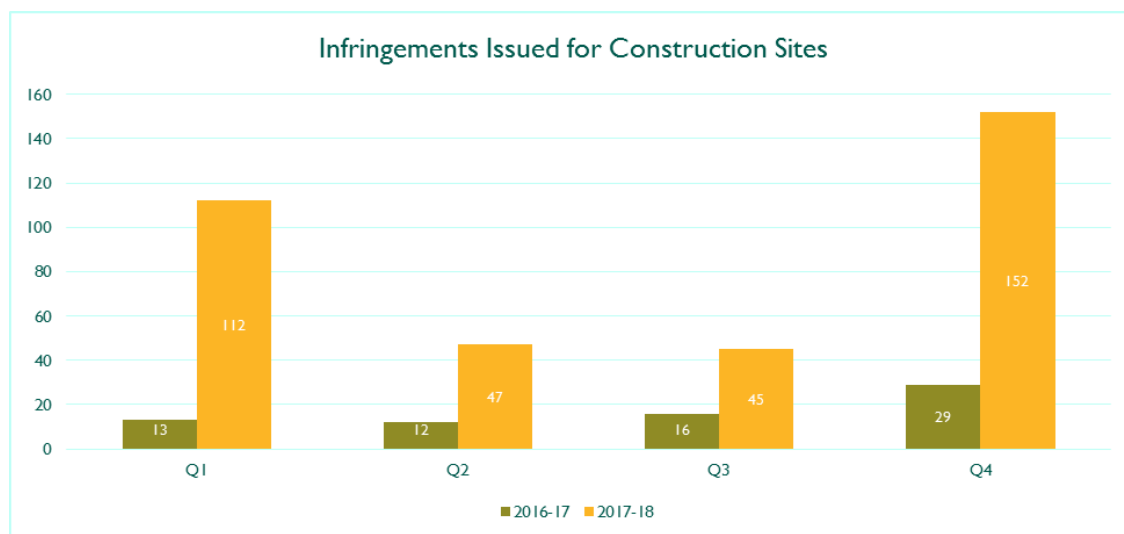
Comment:

- The slight increase to usage and capacity over the year is predominantly due to Q4 (12 week period), Q2 and Q3 (11 week period) and Q1 (10 week period).
- Summer sports usage is higher than winter sports usage. i.e. Cricket usage allows two teams to be allocated to a timeslot in summer – Fri PM, Sat AM, Sat PM, Sun AM and Sun PM.
- EE Gunn Reserve Ovals two and three were closed in winter 2017 for reconstruction and reopened early November. Oval 1 at Bailey Reserve closed in quarters 2 and 3.
- School usage and passive (dog walking and active play) usage is not calculated as part of the weekly allocated hours per sports ground.

SERVICE PERFORMANCE INDICATORS — LOCAL LAWS



INFRINGEMENT NOTICES ISSUED FOR CONSTRUCTION SITES

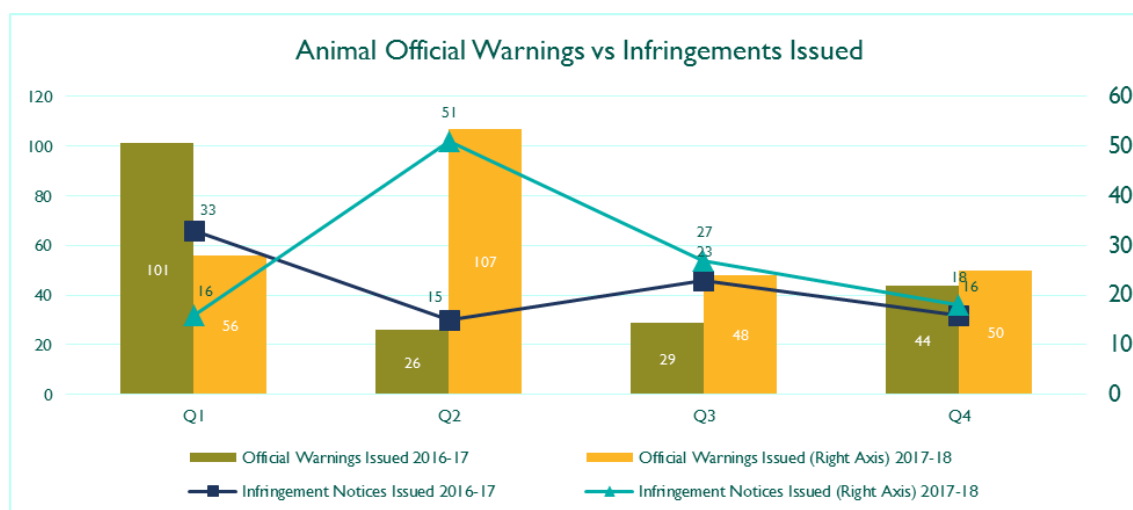


Comment:

Infringements remain high compared to same period last year, which correlates with the high level of building activity in the municipality.

Infringements rose sharply on previous quarter. This can be attributed to increased officer resources of one EFT to proactively inspect all major construction sites daily.

ANIMAL OFFICIAL WARNINGS VS INFRINGEMENTS ISSUED

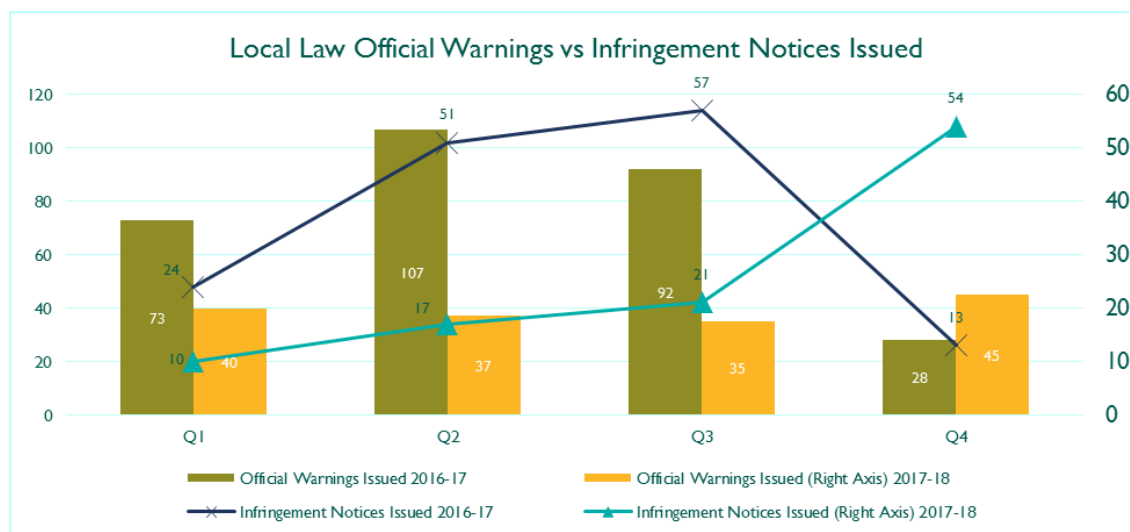


Comment:

Infringements and official warnings have decreased as a result of concentrated park and street patrols targeting dogs off-leash. In line with our education programs and initiatives under Council's Domestic Animal Management Plan, our priority is to educate the animal owner on responsible pet ownership. Unfortunately, the issuing of infringements is often necessary.

SERVICE PERFORMANCE INDICATORS — LOCAL LAWS

LOCAL LAW - OFFICIAL WARNINGS VERSUS INFRINGEMENT NOTICES ISSUED



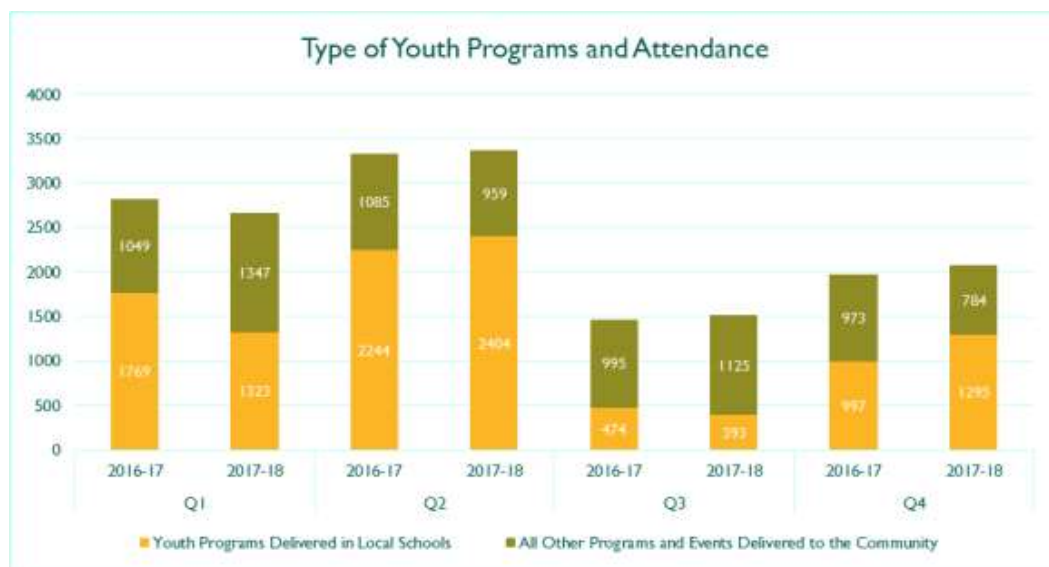
Comment:

Both official warnings and infringements rose sharply in this quarter. The majority of notices issued were for smaller building sites that do not require a Construction Management Plan so do not fall under Planning Legislation.

This rise can also be attributed to the increased officer resources of one EFT to inspect all major construction sites daily, freeing up other resources to proactively monitor these smaller sites more regularly.

SERVICE PERFORMANCE INDICATORS — COMMUNITY SERVICES

NUMBER OF YOUNG PEOPLE ATTENDING PROGRAMS



Comment:

Programs responding to the resilience gaps identified in the 2017 Student Resilience Survey such as Sleep & Technology and Healthy Relationships continued to be requested by many Glen Eira Primary Schools. The 4th Quarter also saw the launch of another new youth community program Girl Up Glen Eira, which is empowering young people to build the positive self-image of young girls in Glen Eira.

FOOD SAFETY INSPECTIONS



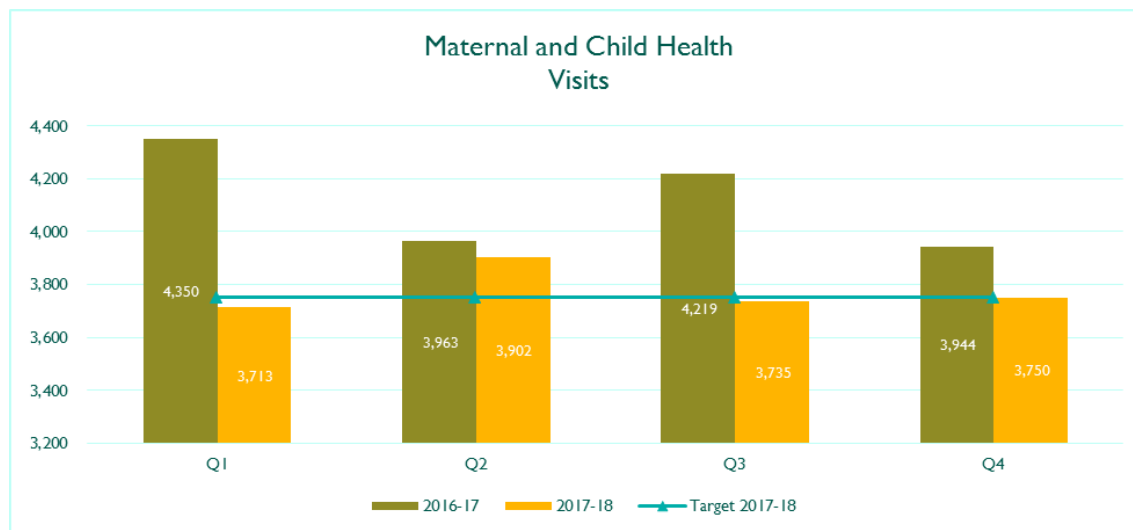
Comment:

A failed inspection in this instance uses the same definition as the Local Government Performance Reporting Framework critical and major non-compliance definitions. It is when a deficiency is found by a Council officer that poses an immediate serious threat to public health and must be followed up by the Council. This includes situations where there is a serious risk of food being sold that is unsafe to eat.

SERVICE PERFORMANCE INDICATORS — COMMUNITY SERVICES



MATERNAL AND CHILD HEALTH SERVICES

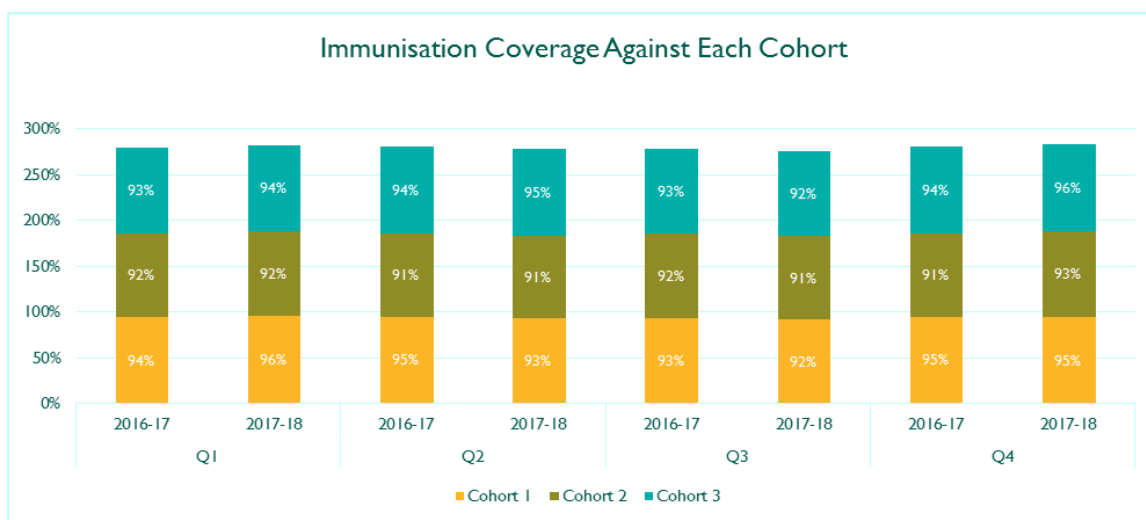


Comment:

The Maternal and Child Health Service offers consultations for all children living in Glen Eira to review children's health, growth and development. It is recommended that children attending Maternal and Child Health Services at two, four and eight weeks; at four, eight, 12 and 18 months; and at two and three and a half years of age. This is a state wide program co-funded by the State Government.

Visit numbers each quarter are dependent upon when children are born each year and when scheduled visits fall. There are approximately 1,750 births in Glen Eira each year.

IMMUNISATION COVERAGE AGAINST EACH COHORT



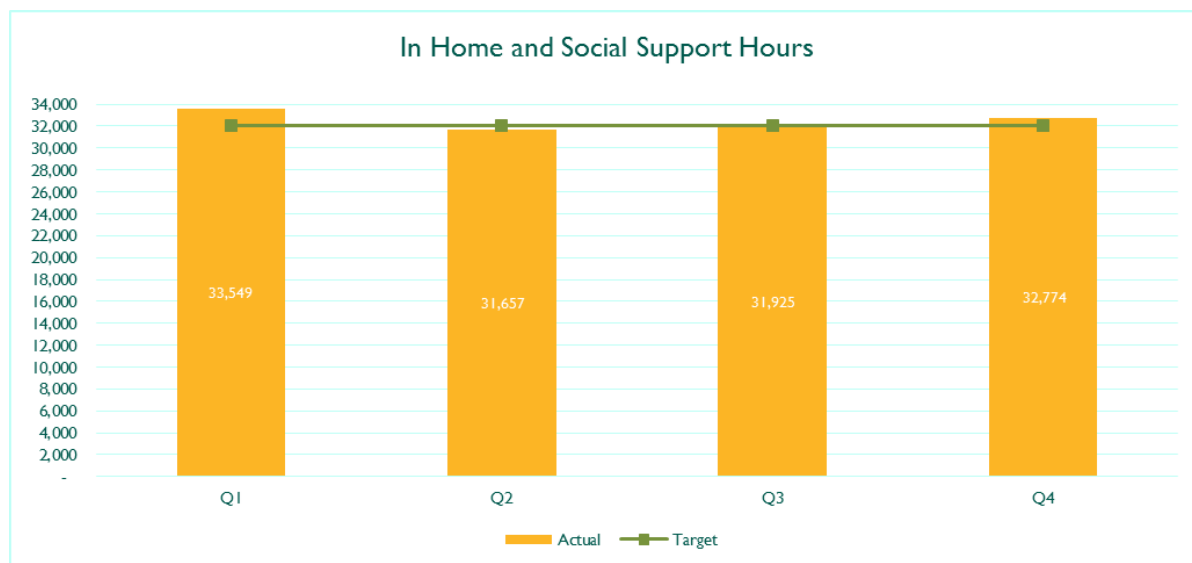
Comment:

Cohort 1 - Children must receive all required vaccines by the age of one year and three months; Cohort 2 - Children must receive all required vaccines by the age of two years and three months; Cohort 3 - Children must receive all required vaccines by the age of five years and three months.

SERVICE PERFORMANCE INDICATORS — COMMUNITY SERVICES



IN HOME AND SOCIAL SUPPORT



Comment:

There is continuing dialogue occurring with the Commonwealth around adjustments to target variations for specific service types to better reflect service demands from residents.

LIBRARY LOANS



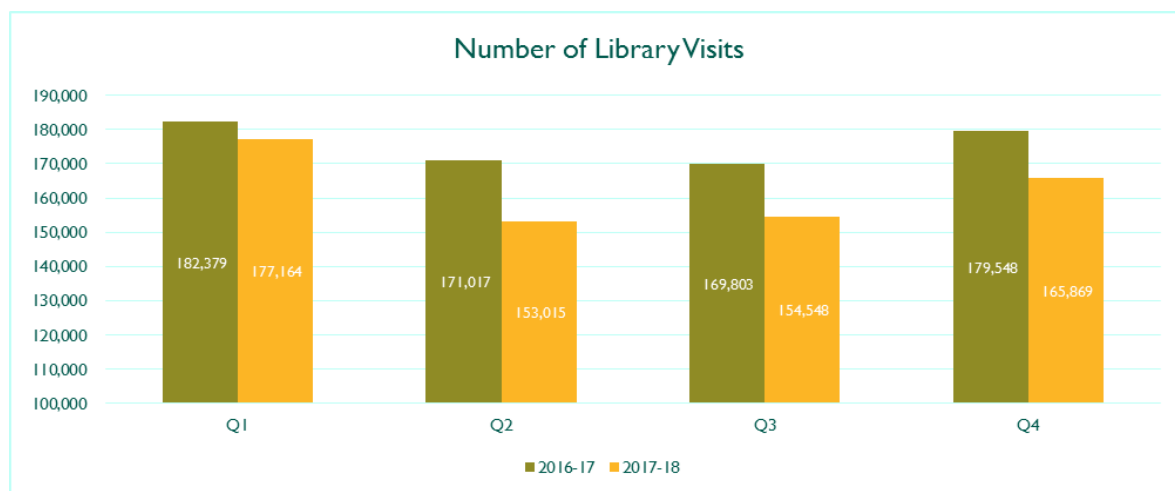
Comment:

Physical loans fell slightly whilst digital loans increased. Fewer physical loans can be attributed to lower visitor numbers caused mostly by ongoing works in the Carnegie precinct.

SERVICE PERFORMANCE INDICATORS — COMMUNITY SERVICES



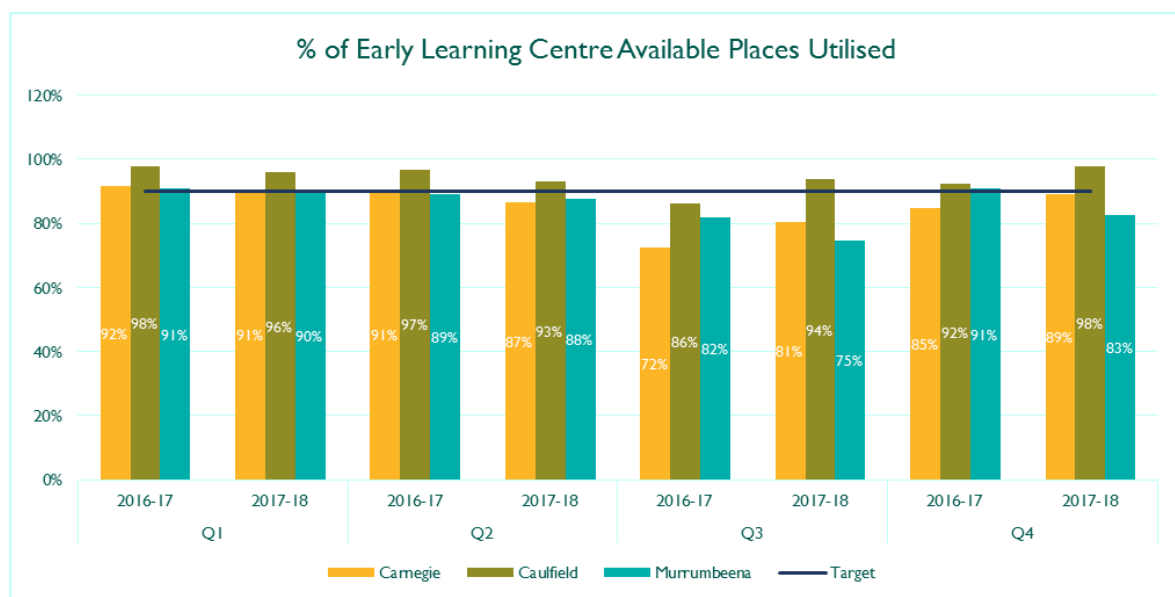
LIBRARY VISITS



Comment:

Lower overall visits reflect figures at Carnegie which have been affected by extensive rail and construction works in the surrounding area making both parking and visiting more of a challenge.

EARLY LEARNING CENTRES UTILISATION RATE %



Comment:

Council operates three early learning centres that provide a total of 118 places.

The percentage utilisation for each centre shown in the graph provides a representation of the percentage of places that are being utilised by the community. A target of 90% has been set for each Early Learning Centre.

CLEAN AND SUSTAINABLE



AN ATTRACTIVE AND SUSTAINABLE ENVIRONMENT FOR FUTURE GENERATIONS

COMMITMENT	PERFORMANCE MEASURE	TARGET DATE	PROGRESS UPDATE AS AT 30 June 2018	
We will continue to implement our <i>Open Space Strategy</i> priority actions, including improvements to Spring Road Reserve in Caulfield South; a new sensory garden at Rosanna Street Reserve in Carnegie; and commencing the implementation of the EE Gunn Reserve Masterplan in Ormond.	Delivery of improvements to Spring Road Reserve in Caulfield South.	Jun-18	Community consultation, detailed design and documentation were completed. The construction program has been put on hold to enable a neighbourhood underground drain upgrade in close proximity to this Reserve.	
	Delivery of new sensory garden at Rosanna Street Reserve in Carnegie.	Jun-18	Community consultation, detailed design and documentation for delivery were completed. The contract for construction was awarded in May, however due to contractor availability construction will not commence until July 2018.	
	Commencement of the implementation of the EE Gunn Reserve Masterplan in Ormond.	Jun-18	As part of the endorsed Masterplan for EE Gunn Reserve, detailed design was completed and tender awarded for the construction of a new cricket and baseball practise training net facility.	
We will increase the amount of community open space in Joyce Park.	Construction of new open space area in Joyce Park.	Jun-18	Community consultation has been completed. This project is currently in the detailed design stage, with construction planned in early 2018-19.	
Five per cent of the capital budget for all new and large refurbishment building projects will be allocated to sustainability measures, over and above the minimum required standards.	Five per cent allocation of capital works budgets to sustainability measures for new and large refurbishment building projects.	Jun-18	This has been incorporated into major projects design and has been included as a separate cost item for tracking and monitoring.	
We will develop masterplans for Caulfield Park and the Lord Reserve; Carnegie Swim Centre; and Koornang Park precinct.	Master Plan developed for Caulfield Park and Lord Reserve; Carnegie Swim Centre; and Koornang Park precinct.	Jun-18	Draft <i>Masterplan</i> options have been developed for Caulfield Park and will be presented to Councillors in July 2018. Concept Masterplan options were presented to Councillors on 27 March and 12 June 2018 for Lord Reserve/Koornang Park Masterplan in conjunction with Carnegie Swim Centre redevelopment options.	

■ Completed
 ■ Partially Completed
 ■ Not Completed

SERVICE PERFORMANCE INDICATORS — RECYCLING



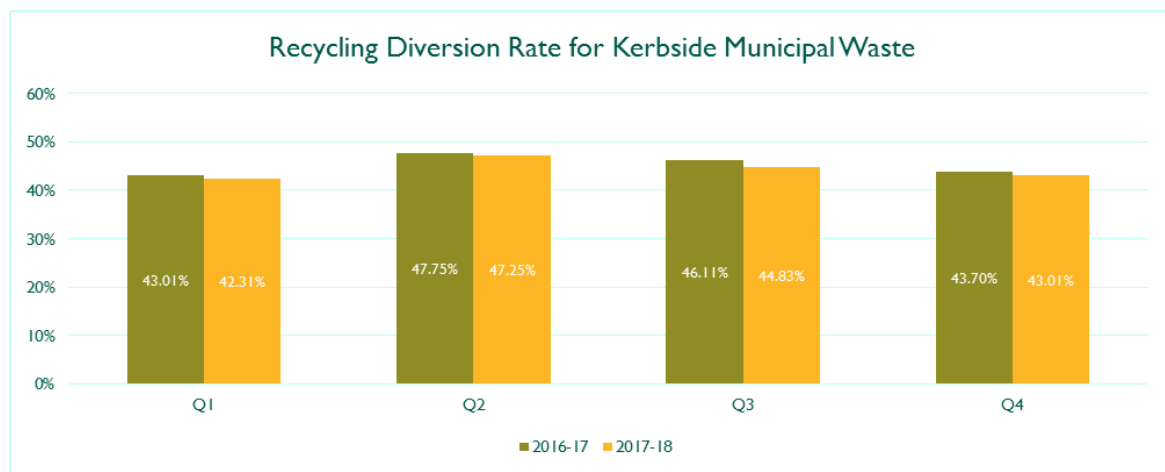
The following performance indicators are being monitored under Theme 4 – Clean and Sustainable

RECYCLING DIVERSION



Comment:

The proportion of waste recycled decreased over the quarter compared to the previous year, however increased compared to the previous quarter. Officers are continually monitoring this service to identify further recycling opportunities.



Comment:

The recycling diversion rate decreased slightly over the quarter compared to last year. This is due to a decrease in total tonnages of green organics waste that was recycled, which is a result of less rainfall and subsequently less plant growth.

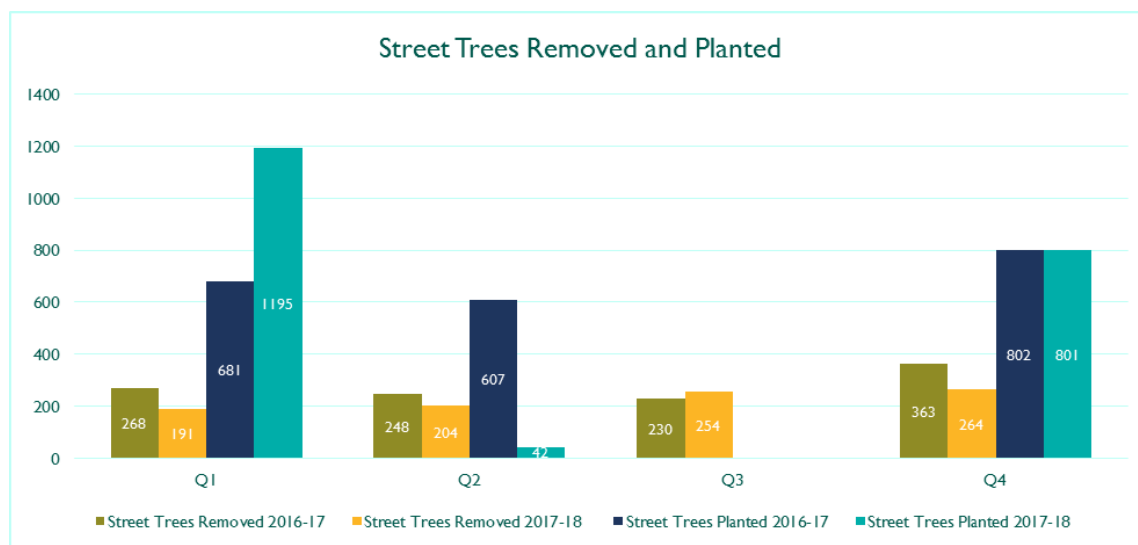
There was a decrease in tonnages of all three waste streams over 2017-18, meaning residents created less waste this year than in 2016-17.

This has led to a decreased diversion rate, however it is a positive outcome overall.

SERVICE PERFORMANCE INDICATORS — PARKS



STREET TREES



Comment:

Tree removals are slightly up for this quarter due to a drier summer and autumn, with an increase in the number of smaller trees being removed. The annual trend however, shows a decline in tree removals overall. Tree planting was on target with just over 2,000 trees planted in 2017-18.

INFORMED AND ENGAGED



A WELL GOVERNED COUNCIL THAT IS COMMITTED TO TRANSPARENCY AND ENGAGES RESIDENTS IN DECISION-MAKING

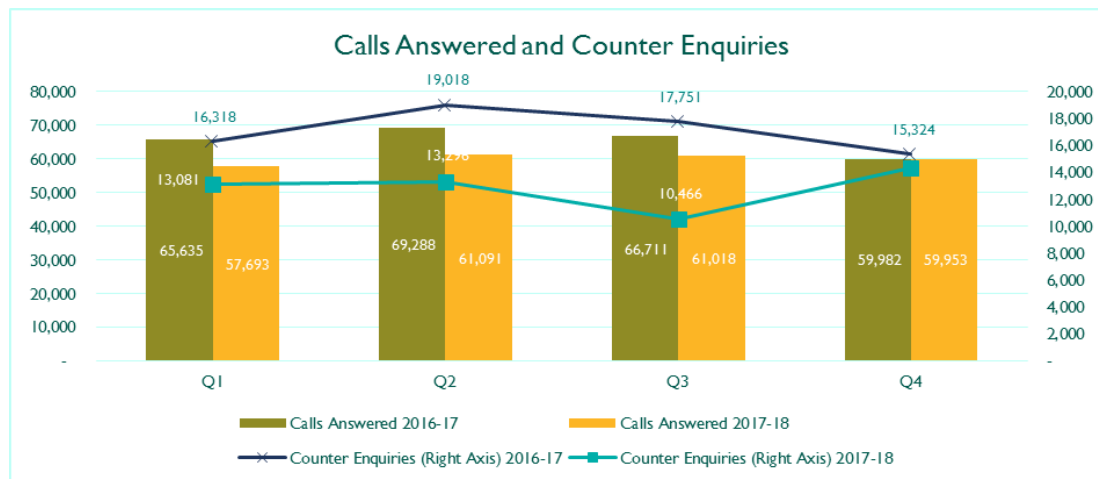
COMMITMENT	PERFORMANCE MEASURE	TARGET DATE	PROGRESS UPDATE AS AT 30 June 2018
We will review and enhance our <i>Community Engagement Strategy</i> and develop a new <i>Youth Consultation Strategy</i> .	Complete/update <i>Community Engagement Strategy</i> .	Mar-18	Draft <i>Community Engagement Strategy</i> was released for public exhibition on 6 March and endorsed by Council on 22 May 2018.
	Complete/update <i>Youth Consultation Strategy</i> .	Dec-17	The <i>Connecting with Young People Strategy</i> was endorsed by Council on 12 June 2018.
We will establish an online consultation group of approximately 400 residents who are willing to be involved and provide opinions and feedback on Council's programs and strategies.	Create a community panel of approximately 400 residents.	Jun-18	Community Voice online panel of 400 registered residents has now been established and is providing feedback on key Council initiatives.
We will provide greater online options for residents by ensuring that half of our requests and payment services are available via Council's website.	Implement ePlanning online lodgment and payment module.	Jun-18	The majority of planning applications, requests and payment options are available to be lodged online. Council is actively promoting this service.
	Fifty per cent of requests and payment services to be available via Council's website.	Jun-18	More than fifty percent of requests and payment services are now available online for community to access. Council currently receives 60% of payments and about 60% of applications online. Council's digital team is regularly adding more transactions on the Council website.
We will receive an unqualified audit opinion in relation to the completed 2016–17 <i>Financial Report</i> and Performance Statement and year on year thereafter.	Completion on 2016–17 annual accounts with unqualified audit opinion.	Sep-17	The 2016-17 Financial Report and Performance Statement was completed by 30 September 2017 with an unqualified audit opinion.
We will develop an <i>Advocacy Strategy</i> which informs the community of our Advocacy Program and outlines our advocacy goals.	Develop and endorse an <i>Advocacy Strategy</i> .	Dec-17	<i>Advocacy Strategy</i> has been developed and endorsed by Council 19 December 2017.
We will demonstrate our commitment to transparency by increasing the amount of information that is available to the public via our website.	Quarterly service performance report for the community; online Council Meetings (webcast).	Quarterly	This commitment has been fully implemented. Webcasting was implemented on 19 December 2017 and Quarterly performance reports are now posted on the website for community to access.
We will report quarterly to the community on our progress against all of our promises outlined in this <i>Plan</i> .	Quarterly reporting to Council on progress against Glen Eira Council and Community Plan commitments 2017–18.	Quarterly	Quarterly progress reports provided to Council in November, February and May 2018. The year-end report will be tabled at the August 2018 Council Meeting.

■ Completed
 ■ Partially Completed
 ■ Not Completed

SERVICE PERFORMANCE INDICATORS — SERVICE CENTRE

The following performance indicators are being monitored under Theme 4 – Informed and Engaged

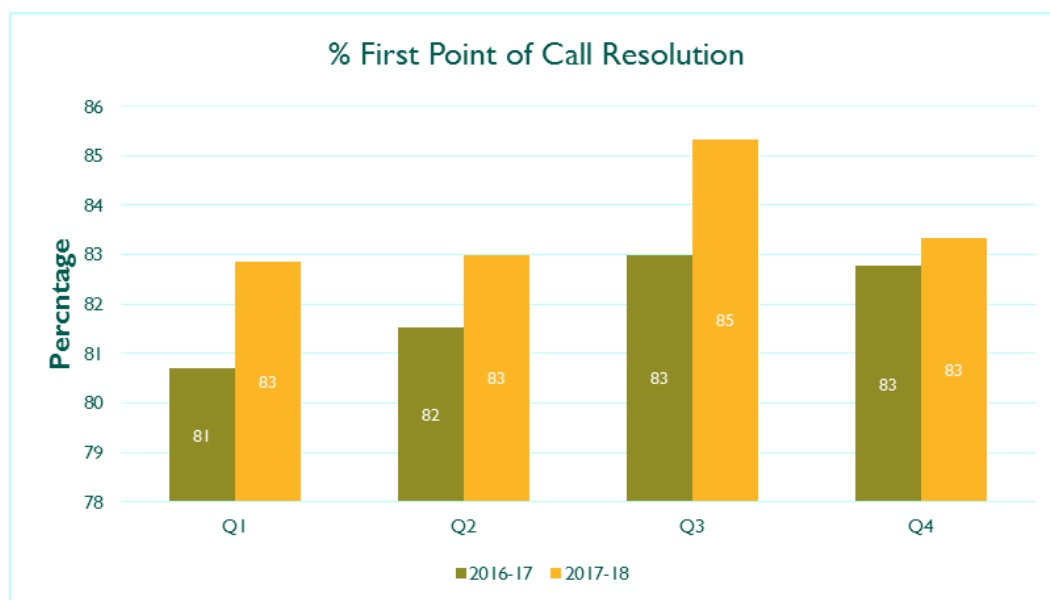
CALLS ANSWERED AND COUNTER ENQUIRIES



Comment:

The volume of telephone calls and counter enquiries can vary due to the timing Council business activities such as rate installments and animal registration deadlines. The daily average of calls answered is approximately 900 - 1,000 and has decreased on average by about 100 calls per day against the same period last year, suggesting that residents/customers are conducting more of their Council business online. Counter enquiries have also decreased against the same period last year by approximately 10%.

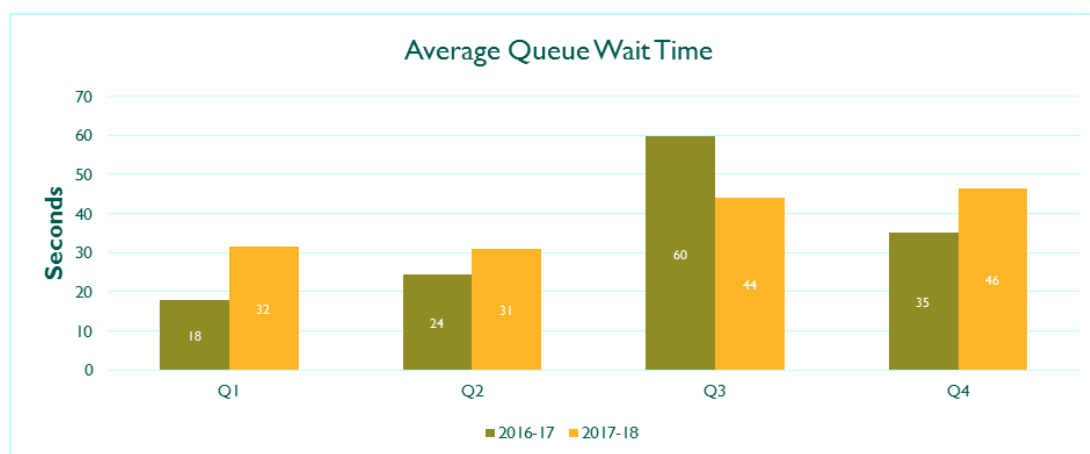
PERCENTAGE FIRST POINT OF RESOLUTION



Comment:

Service Centre staff are able to answer most customer enquiries at first point of contact. Calls are answered immediately, or tracked through Council's customer tracking system (Pathways), or directed to Council officers to return customers' calls. Customers are advised of a reference number for further follow-up, in the event they need to call back.

AVERAGE QUEUE WAIT TIME



Comment:

Telephone response times are dependent on the monthly level of customer activity which can be affected by business seasonality factors, staffing levels and also telephony and system issues. In the last quarter of 2017-18 our average queue wait time was 46 seconds; some technical system issues caused the last quarter's queue wait time to be higher than the annual average.

Across 2017-18, queue wait times have been more consistent than 2016-17, but still slightly higher on average (38 seconds in 2017-18 compared to 34 seconds in 2016-17).

We are noticing that the majority of calls being handled by the Service Centre are more complex and/or for multiple service enquiries, this increases the average call time by each operator. Benchmarking of other Councils indicates that Glen Eira's queue wait time is better than a majority of other Municipal Service Centres.

GOVERNANCE

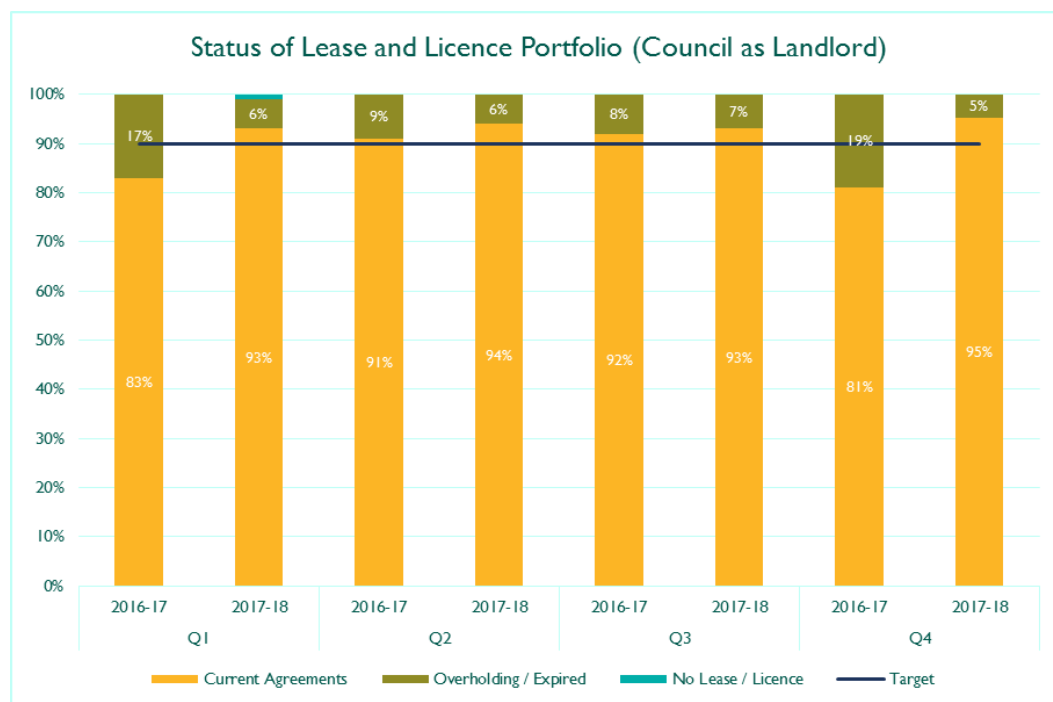
PUBLIC QUESTIONS TO ORDINARY COUNCIL MEETINGS FOR THE PERIOD 4 JULY 2017 TO 12 JUNE 2018

Number of Meetings for 2017-18	16
Number of public questions asked	28
Number of public questions ruled inadmissible	0
Number of public questions answered at the Meetings	17
Number of public questions answered after Meetings (person submitting question not present)	11
Number of public questions taken on notice	0
Time taken to reply to public questions taken on notice (average)	N/A

SERVICE PERFORMANCE INDICATORS — BUILDING AND PROPERTIES



STATUS OF LEASE AND LICENCE PORTFOLIO (COUNCIL AS LANDLORD)



Comment:

Council currently administers 85* agreements covering a variety of community and commercial tenancies. Our aim is to renew leases and licences ahead of their expiry. If they are not renewed they move to overholding or to a month by month basis. Reasons for agreements not being renewed may be due to detailed negotiation or consideration of long term strategic issues i.e. some leases are waiting on the outcome of the *Tennis Strategy*.

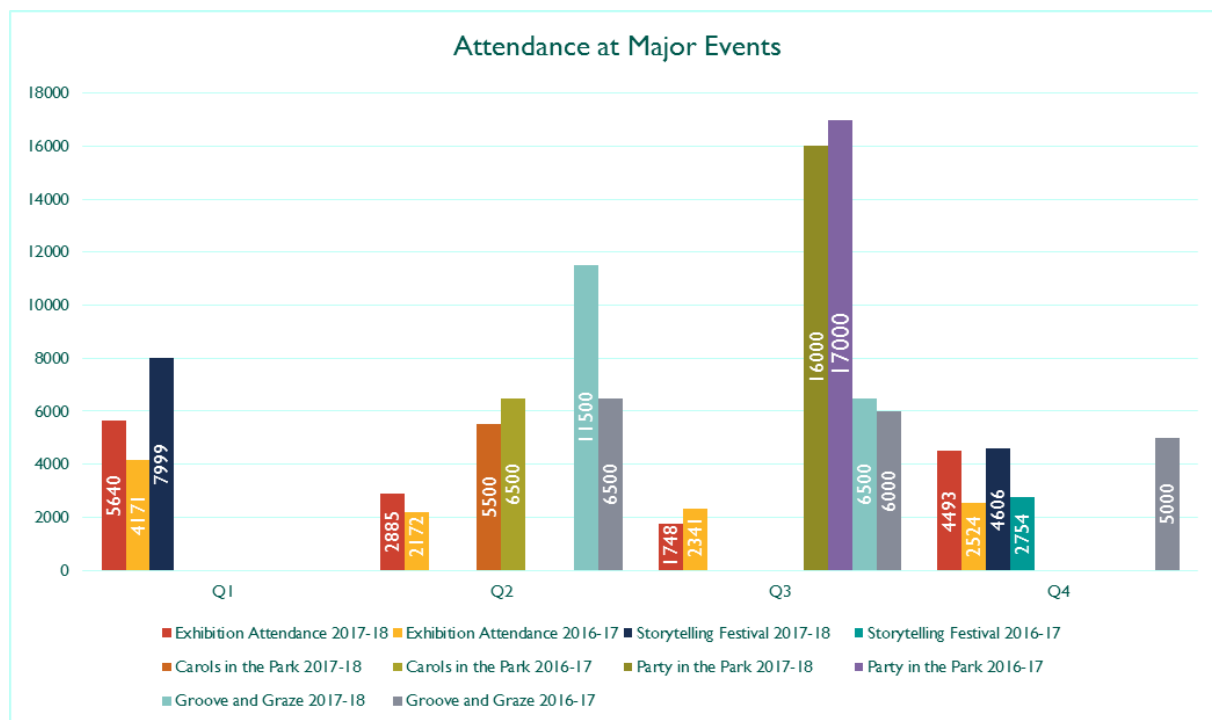
At the end of quarter 4 all occupiers of council land or buildings had a current agreement, with the 95% of leases in place and 5% in overholding.

*Since the last quarterly services report the number of lease or licence agreements administered has reduced from 88 to 85. This reflects the termination of the lease with Scouts Victoria (EE Gunn scout hall) and 2 car share licences.

SERVICE PERFORMANCE INDICATORS — EVENTS



ATTENDANCE AT MAJOR EVENTS



Comment:

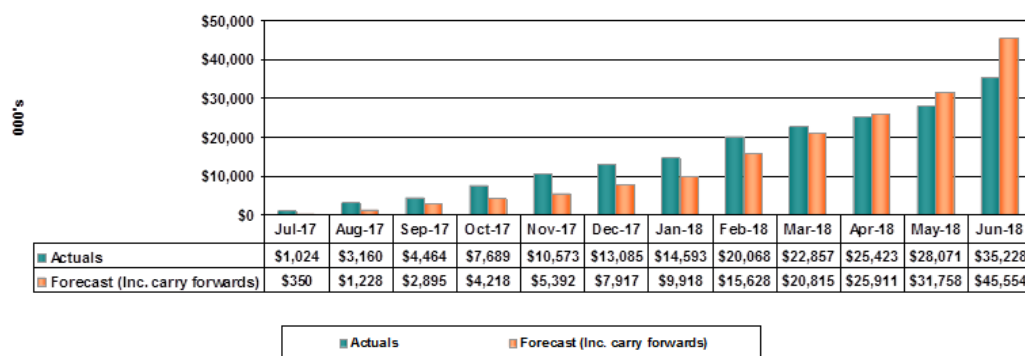
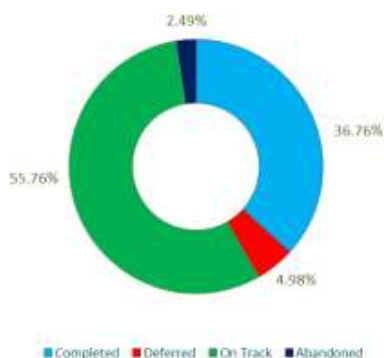
There was no Groove and Graze event held in Q4 2017-18.

Storytelling Festival numbers increased by 67% due to improved marketing and programming

CAPITAL WORKS PROGRAM UPDATE

PROJECTS COMPLETED THIS QUARTER

Status of Capital Works Program



Comment:

Council's capital expenditure is behind forecast by \$10m mainly due to Redevelopment of King George Pavilion Works \$700k, Bailey Skate Park \$600k, Landscape Enhancement Works at Duncan McKinnon \$774k, Town Hall internal areas works \$563k, Sustainability Initiatives \$480k, Playground Upgrades at Harleston Park \$596k and McKinnon Reserve \$306k, Public Toilet upgrade at Heather street car park \$456k and Harleston Park \$345k, Redevelopment of change and bathroom facilities at Koornang Park Pavilion Works \$358k, Bentleigh Plaza (Eat St) \$177k, *Open Space Strategy* Initiatives at Rossana St reserve, EE Gunn (cricket nets), Spring Road Reserve and Joyce Park \$1.2m, Multi-purpose training facility at Moorleigh \$206k, Packer Park retaining wall reinforcement \$214k, Bailey reserve Oval 1 redevelopment \$438k and Continuous Improvement Initiatives (including website redevelopment, Corporate performance reporting, project management platform, Customer request Platform) \$939k.

CAPITAL WORKS PROGRAM UPDATE

PROJECTS COMMENCED THIS QUARTER

Some of the projects commenced in quarter 4 include:

McKinnon Reserve, McKinnon

- Contractor appointed to undertake the Oval 1, 150lux LED sports ground lighting upgrade project. Early works for this project have begun including; surveying & geotechnical works for pole locations, ordering of the poles and lighting fittings and submitting an application for the power supply upgrade.
- Early works for the installation of the new playspace public toilet facility commenced onsite with the trenching and new electrical supply for the unit completed.

Victory Park, Bentleigh

- Work began on the construction of an additional cricket training bay with early works including the site cut and retaining wall construction being completed. Construction of the netting structure is now underway.

Bentleigh Reserve, Bentleigh

- Officers engaged a sports ground lighting consultant to begin the design and documentation for the 150lux, LED sports ground lighting upgrade project.
- Officers engaged a sports ground design consultant to commence the design and documentation for the upgrade to the turf wicket table and new underground drainage project.
- To assist with the preparation of the design and documentation for these projects, geotechnical soil sampling was undertaken and a feature survey of the oval and connecting side streets was completed.

Bailey Reserve, Bentleigh East

- Officers engaged a sports ground lighting consultant to begin the design and documentation for Ovals 1 and 3 sports ground lighting upgrade project.

CAPITAL WORKS PROGRAM UPDATE

PROJECTS COMPLETED THIS QUARTER

Some of the projects completed in quarter 4 include:

Recreation and Open Space Works

Caulfield Park, Caulfield

- To respond to community requests, a new chess table setting was installed and 3 chess table boards were retrofitted to existing tables. An additional drink fountain with a dog bowl attachment was also installed.
- In preparation for the Master Plan refresh and integrated water management project, a comprehensive engineering feature survey of the entire park was undertaken.

Murrumbeena Park, Murrumbeena

- To assist with the preparation of the Master Plan refresh and Community Pavilion Redevelopment, a feature survey of the whole park was undertaken.

Boyd Park, Riley Reserve & Springthorpe Gardens, Murrumbeena

- To assist with the preparation of the new Master Plan, a feature survey of these three spaces was undertaken.

Moorleigh Village Reserve, Bentleigh East

- Demolition of the existing cricket net structure was completed to make way for the construction of the new cricket / multi-purpose sports facility.



Moorleigh Reserve, Bentleigh East – Cricket Net Demolition

Road Reconstruction Works

- Thomas Street Reconstruction, Brighton East. Project undertaken in partnership with Bayside City Council. Between Centre Road and Nepean Highway, works included kerb and channel replacement, full depth road pavement replacement and road resurfacing. Installation of 51m of underground drainage.
- Pental Road, Caulfield North. Works included kerb and channel replacement, sections of road pavement and footpath replacement and road resurfacing. Installation of 306m of underground drainage up to 375mm diameter.

Building and Property Works

- Scout Hall demolition at EE Gunn Reserve, Ormond. Demolition of Scout Hall building to make way for the construction of new cricket nets including asbestos cleanup works.

COMMUNITY ENGAGEMENT UPDATE



Across Council there are four key areas of activity that drive community engagement.

Council engages with the community via information sessions, workshops, e-newsletters and events.

In the period April to June 2018 Council conducted 31 consultations with the community and approximately 1,914 community members participated.

Driver for Engagement	Consultations conducted	RESPONSES RECEIVED
Strategic Planning and Development	1	10
Facilities management	1	6
Planning and environment	20	144*
Service Delivery	6	1366*
Information sessions, workshops, events	3	388

** Note that at time of writing 10 consultations were ongoing, with information pending for number of responses received*



COMMUNITY ENGAGEMENT UPDATE

OVERVIEW

WHAT DID THE COMMUNITY TELL US?



The opportunity to learn about and meet with volunteers from other and varied fields was quite valuable and the event helped raise awareness of the importance of volunteering for community wellbeing.

Participant of Council's 2018 Volunteer Recognition Program, providing feedback on the Awards Ceremony

Please keep up the interaction, it is great to be able to have a voice for me and the community, also keep in touch through the process of each survey. I am keen to see the survey results and what action, if any, you taken from the results'.

Member of Council's Community Voice Panel providing feedback in Survey One

I'm looking forward to hopefully being able to use the area more in the future rather than just using it as a walkway between car and shops.

Member of the public in relation to the Bentleigh Plaza redesign

I think the Strategy is a great idea and that Council should definitely try it.

Young person responding to the Draft Connecting with Young People Strategy

I am enjoying being part of this process and it has given me reason to consider how I might contribute more to my local community and to council.

Member of Council's Community Voice Panel responding to Survey Two

I definitely support Glen Eira having a RAP. The organisation I work for has one, and it can make a difference if it gets the attention and resources it needs...

Member of the community providing feedback on Council's ongoing Reconciliation Action Plan development process

COMMUNITY ENGAGEMENT UPDATE

OVERVIEW

UPCOMING PROJECTS IN THE NEXT QUARTER

Community for All Abilities 2

Following an initial consultation with the community in early 2018, Council will seek further feedback on how we can plan, lead, advocate, coordinate and take action for people with disability across all life stages in Glen Eira.

Tennis Strategy

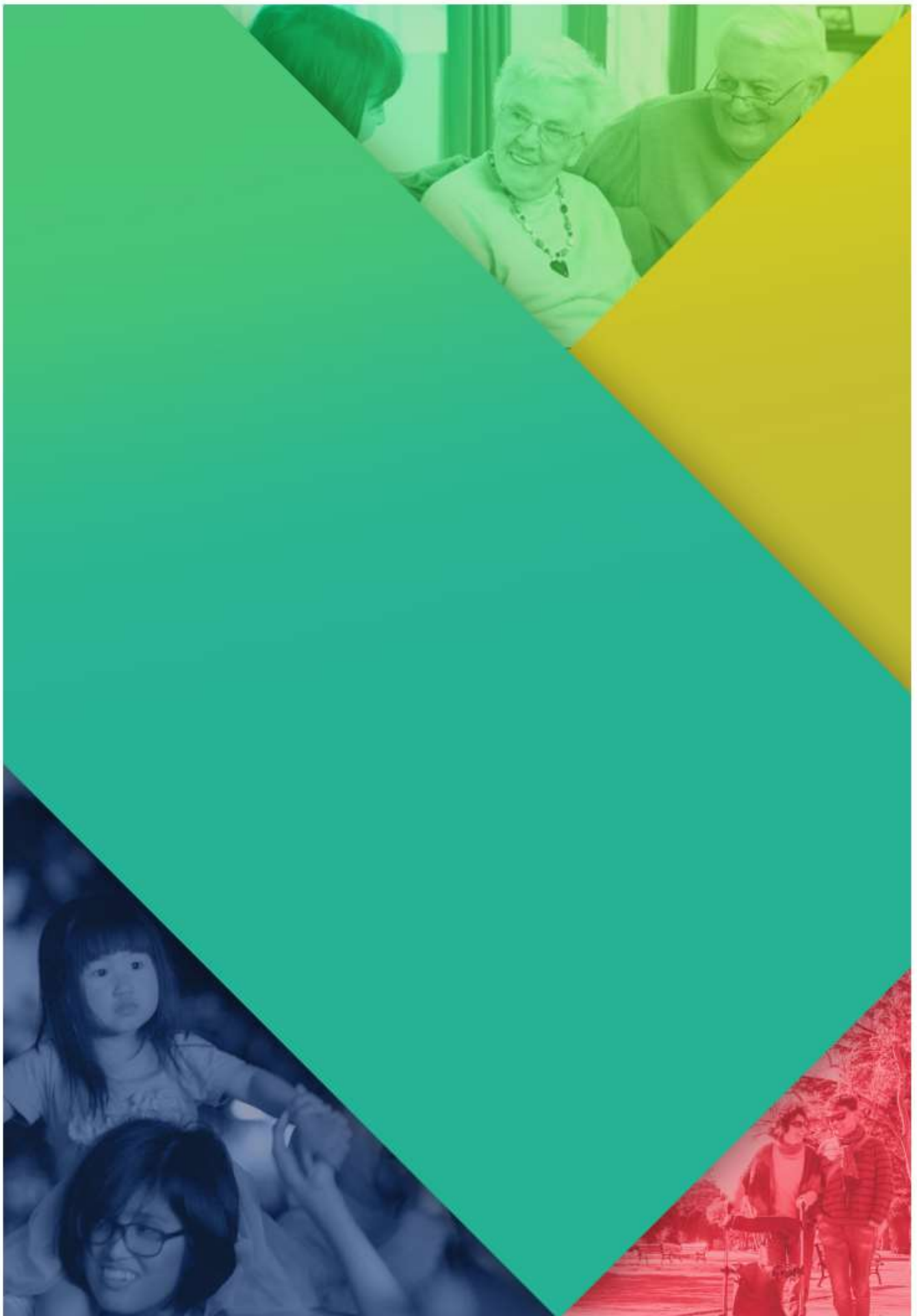
Following previous community engagement on the *Draft Tennis Strategy*, the draft was presented to a Council Assembly on 10 July to endorse further consultation with tennis clubs on the *Strategy* and associated action plan, or to endorse a report to a full meeting of Council to adopt the *Strategy*.

Youth Resilience Survey

In 2017 the Glen Eira Student Resilience Survey was conducted as part of the collaborative School Focused Youth Project and co-funded by the Cities of Glen Eira, Stonnington and Port Phillip. The Youth Service team will again conduct this survey during term 3 of 2018.

Elsternwick Urban Renewal Masterplan

The *Elsternwick Structure Plan* was adopted in February this year, Council has committed to undertake further traffic and shadowing analysis for the Elsternwick Urban Renewal South area and surrounds. As well as the traffic and shadowing analysis, we intend to develop a Masterplan for the Elsternwick Urban Renewal South area (the commercial land on Nepean Highway, just north of the Gardenvale railway bridge). Council will be seeking community feedback between 16 July and 19 August on the draft scope of this further work being undertaken. We will also call for expressions of interest to be part of an Urban Renewal South Community Reference Group who will support the development of the Masterplan over the next 12 months.



9.8 FINANCIAL MANAGEMENT REPORT FOR THE PERIOD ENDING 31 JULY 2018

Author: Karen Oh, Corporate Accountant

Trim No: 18/1208218

Attachments: 1. July 2018 Financial Mgt Report - Attachment 1

PURPOSE AND SUMMARY

To report Council's finances in the Financial Management Report for the period ending 31 July 2018.

RECOMMENDATION

That Council notes the Financial Management Report for the period ending 31 July 2018.

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 2018-19 Capital Works Program, cash flow reports and investment reports.

ISSUES AND DISCUSSION**(a) Forecast**

Council's forecast operating surplus is projected to be \$19.91m, which is \$1.26m ahead of the adopted Annual Budget.

(b) Financial Position

Council's financial position is sound. The Balance Sheet indicates a satisfactory financial position with forecast total current assets of \$79.83m and total current liabilities of \$60.47m.

Cash and investment holdings at 31 July are \$69.92m. This is higher than originally budgeted due to the opening cash position being better than expected and results in a forecast liquidity ratio of 1.32 as at 30 June 2019.

FINANCIAL, RESOURCE, RISK 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.
- Renew and upgrade our ageing assets and community facilities.
- Maintain essential services at not less than current levels.
- Set fee increases that are manageable and sustainable.
- Invest in continuous improvement, technology and other enablers to efficiency and embrace customer outcomes.
- Keep day-to-day costs manageable 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 AND COMMUNITY PLAN

Theme Five: Informed and Engaged

A well governed Council that is committed to transparency and engages residents in decision-making.

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

CONCLUSION

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.

ATTACHMENT 1:**Financial Management Report for the period ending 31 July 2018****1. Contents**

Executive Summary	2
Income Statement.....	6
Balance Sheet.....	7
Performance Graphs.....	8
Capital Works Expenditure Program	13
Financial Strategy	19
Assurance Map.....	22

Executive Summary

for the period ending 31 July 2018

a) Current Month Budget Result

At the end of July 2018, the performance against budget from ordinary activities showed a positive variance of \$1.78m due to higher than anticipated income of \$540k and favourable variance in operating expenditure of \$1.24m (refer to page 8 for details of the variances).

Please note that a large amount of the current variances is due to timing differences (i.e. between the scheduling of budgets and timing of actual results).

The next few months should reflect whether these variances (particularly the expenditure variances) become more permanent for the 2018-19 financial year.

Current Month Forecast Result

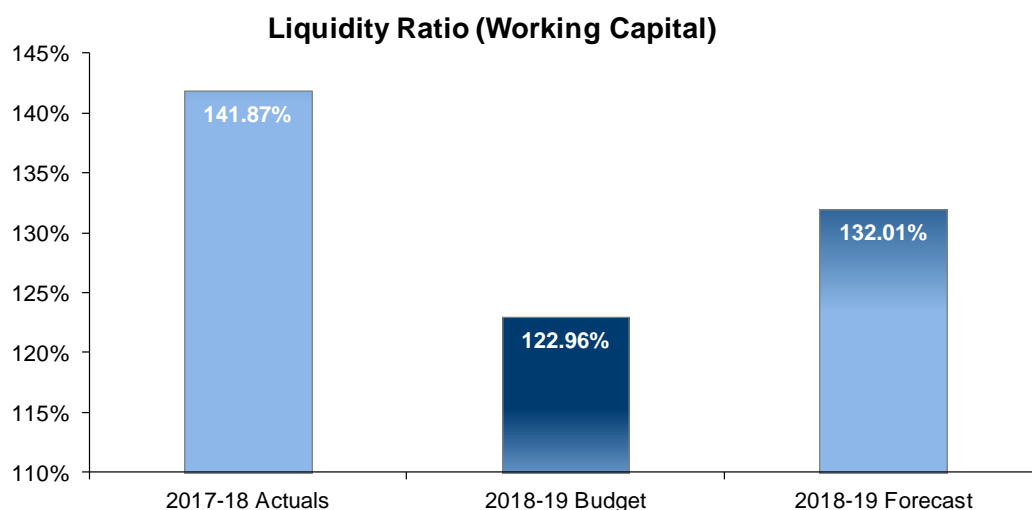
The forecast result expected for the financial year is a surplus of \$19.91m compared with the original adopted *2018-19 Annual Budget* of \$18.66m.

The current monthly forecast movement from ordinary activities shows an increase in operating revenue of \$491k and a decrease in operating expenditure of \$353k.

b) 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 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*.



c) Open Space

Contributions

All multi-unit developers 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.

Open Space Reserve

The balance of the Open Space Reserve as at 31 July 2018 is as follows:

Description	2018-19 Current Month Actual	2018-19 Year to Date
Open Space Contributions Received	\$974,130	\$974,130
Open Space Capital Expenditure	(\$118)	(\$118)
Net Movement	\$974,012	\$974,012
Opening Balance as at 1 July 2018		\$13,793,497
Closing Balance – Open Space Reserve*		\$14,767,509

**Please note: the table above excludes expenditure on improving existing public open space, which is expenditure allowable under Section 20(2) of the Subdivision Act.*

Superannuation – Defined Benefits Scheme

Vested Benefits Index (VBI)

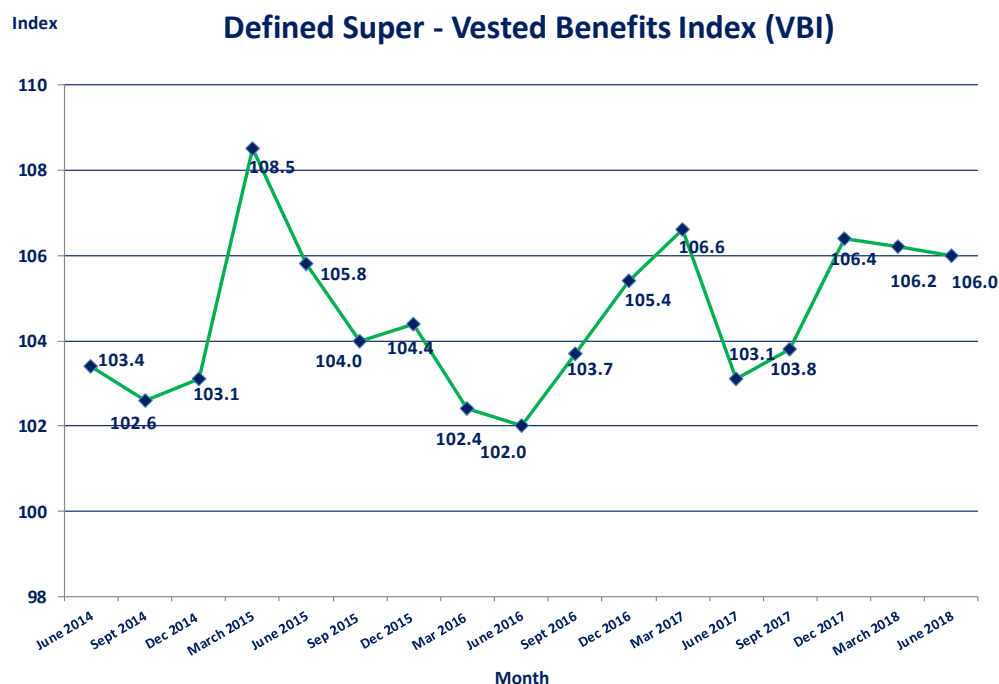
Defined benefit plans are required by law to have an actuarial investigation at least once every three years. Vision Super monitors the vested benefit position of the defined benefits plan on a quarterly basis.

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.

Under the superannuation prudential standards, VBI's must generally be kept above a fund's nominated shortfall threshold, currently 97%. The higher the index the less chance of a future call.

For the Plan to be in a satisfactory financial position requires a VBI of 100% or more.

Below is the estimated VBI updated to 30 June 2018.



Forecast adjustments for July 2018***Income from ordinary activities increase of \$491k***

The favourable income forecast movement is mainly due to:

- **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 \$224k 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 decrease of \$353k

Income Statement

for the period ending 31 July 2018

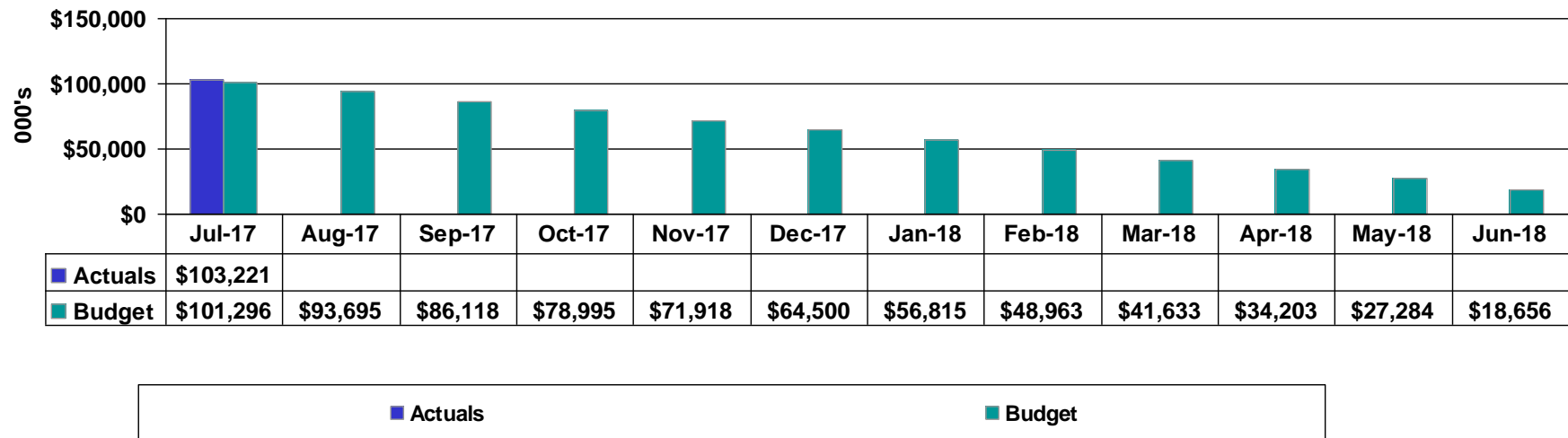
	2018-19 Year to Date Actual	2018-19 Year to Date Budget	2018-19 Year to Date Variance	2018-19 Year to Date Variance	2018-19 Current Month Forecast	2018-19 Annual Budget	2018-19 Budget Forecast Variance	2018-19 Budget Forecast Variance
	\$ 000's	\$ 000's	\$ 000's	(%)	\$ 000's	\$ 000's	\$ 000's	(%)
Income								
Income from Ordinary Activities								
General Rates	91,450	91,400	50	0.1%	92,145	92,145	0	0.0%
Supplementary Rates	364	350	14	4.1%	814	800	14	1.8%
Waste and Recycling Charges	16,382	16,358	24	0.1%	16,391	16,367	24	0.1%
Grants (Operating and Capital)	2,740	2,621	118	4.5%	23,052	22,934	118	0.5%
Interest Received	152	125	27	21.3%	1,527	1,500	27	1.8%
User Fees	2,159	2,266	(107)	(4.7%)	29,407	29,514	(107)	(0.4%)
Statutory Fees and Fines	805	642	164	25.5%	8,279	8,116	164	2.0%
Contributions (Monetary)	974	750	224	29.9%	9,224	9,000	224	2.5%
Other Income	152	124	28	22.4%	1,970	1,942	28	1.4%
Total Income from Ordinary Activities	115,176	114,635	540	0.47%	182,809	182,318	491	0.3%
Expenses								
Expenses from Ordinary Activities								
Employee Costs	5,748	6,002	254	4.2%	78,177	78,231	54	0.1%
Materials and Consumables	300	443	143	32.3%	5,820	5,962	142	2.4%
Contractor Payments	2,763	3,128	365	11.7%	33,528	33,551	23	0.1%
Maintenance	336	526	190	36.2%	7,471	7,472	1	0.0%
Utility Services	335	383	49	12.8%	5,120	5,168	49	0.9%
Insurances	20	29	9	31.2%	1,044	1,053	9	0.9%
Other Expenses	405	563	158	28.0%	5,700	5,706	6	0.1%
Grants and Subsidies	117	186	70	37.4%	1,242	1,312	70	5.3%
Borrowing Costs	46	46	0	0.3%	555	554	(1)	(0.2%)
Total Expenses from Ordinary Activities	10,069	11,307	1,238	10.9%	138,657	139,010	353	0.3%
Surplus before non operational activities	105,108	103,329	1,778	1.7%	44,152	43,308	844	1.9%
Non-operational Activities								
Proceeds from Sale of Property, Infrastructure, Plant and Equipment	6	38	(32)	(84.2%)	468	501	(32)	(6.4%)
Written Down Value of Assets Sold/Disposed	1	108	106	98.6%	1,564	1,596	31	1.9%
Depreciation and Amortisation	1,891	1,963	72	3.7%	23,145	23,557	412	1.8%
Surplus for the period	103,221	101,296	1,924	1.9%	19,911	18,656	1,255	6.7%
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 July 2018*

	Actuals 2017-18	Annual Budget 2018-19	Annual Forecast 2018-19	Year to Date Actual 2018-19
	\$ 000's	\$ 000's	\$ 000's	\$ 000's
Assets				
Current Assets				
Cash and Cash Equivalents	74,207	61,398	62,809	69,919
Trade and Other Receivables	13,815	12,739	15,398	130,582
Other Assets	1,625	1,497	1,625	-
Total Current Assets	89,647	75,634	79,832	200,501
Non-Current Assets				
Property, Infrastructure, Plant and Equipment	2,541,984	2,222,727	2,565,411	2,540,830
Intangible Assets	563	764	563	545
Investments in Joint Operations	1,457	1,592	1,457	1,457
Other Financial Assets	5	5	5	5
Total Non-Current Assets	2,544,009	2,225,088	2,567,436	2,542,837
TOTAL ASSETS	2,633,656	2,300,722	2,647,268	2,743,338
Liabilities				
Current Liabilities				
Trade and Other Payables	13,926	14,717	11,081	7,999
Trust Funds and Deposits	32,353	29,874	32,353	45,110
Provisions	13,468	13,350	13,468	13,277
Interest-Bearing Liabilities	3,444	3,571	3,571	3,446
Total Current Liabilities	63,191	61,512	60,473	69,831
Non-Current Liabilities				
Provisions	1,360	1,431	1,360	1,360
Interest-Bearing Liabilities	14,858	11,277	11,277	14,635
Other Liabilities - Joint Operations	2,820	2,420	2,820	2,820
Total Non-Current Liabilities	19,038	15,128	15,457	18,814
Total Liabilities	82,229	76,640	75,930	88,646
Net Assets	2,551,427	2,224,082	2,571,338	2,654,693
Equity				
Accumulated Surplus	941,638	969,644	961,549	1,043,931
Asset Revaluation Reserve	1,595,996	1,254,438	1,595,996	1,595,994
Public Open Space Reserve	13,793	-	13,793	14,768
Total Equity	2,551,427	2,224,082	2,571,338	2,654,693

Performance Graphs

Financial Performance
for the period ending 31 July 2018

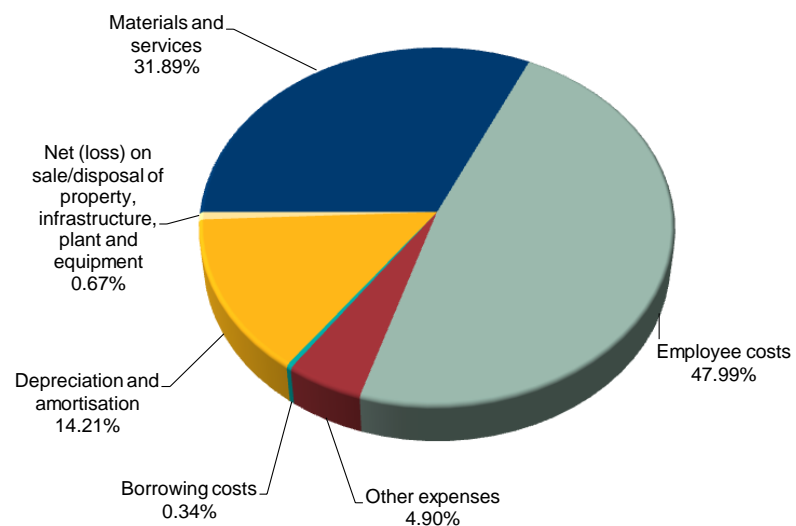


The July 2018 year to date financial performance was \$1.93m better than the year to date budget mainly due to:

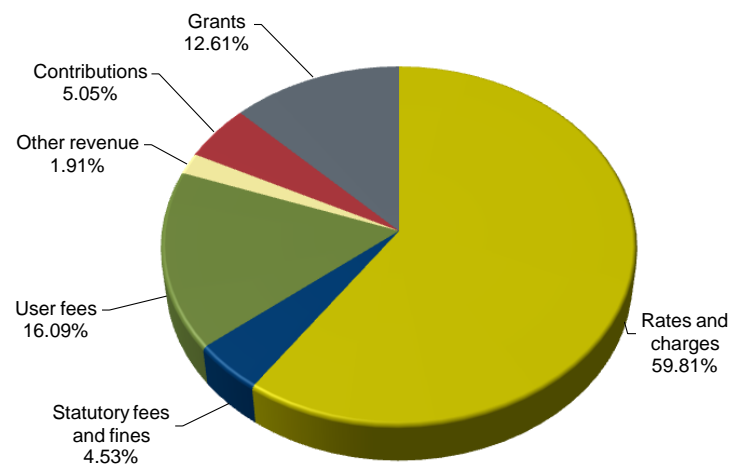
- Better than anticipated income received for Contributions (Monetary) of \$224k, Statutory Fees and Fines of \$164k and Grants of \$118k, offset by lower than estimated User Fees of \$107k.
- Favourable variances in expenditure items including: Contractor Payments of \$365k, Employee Costs of \$254k, Maintenance of \$190k, Other Expenses of \$158k, Materials and Consumables of \$143k and Grants and Subsidies of \$70k.

Financial Performance
for the period ending 31 July 2018

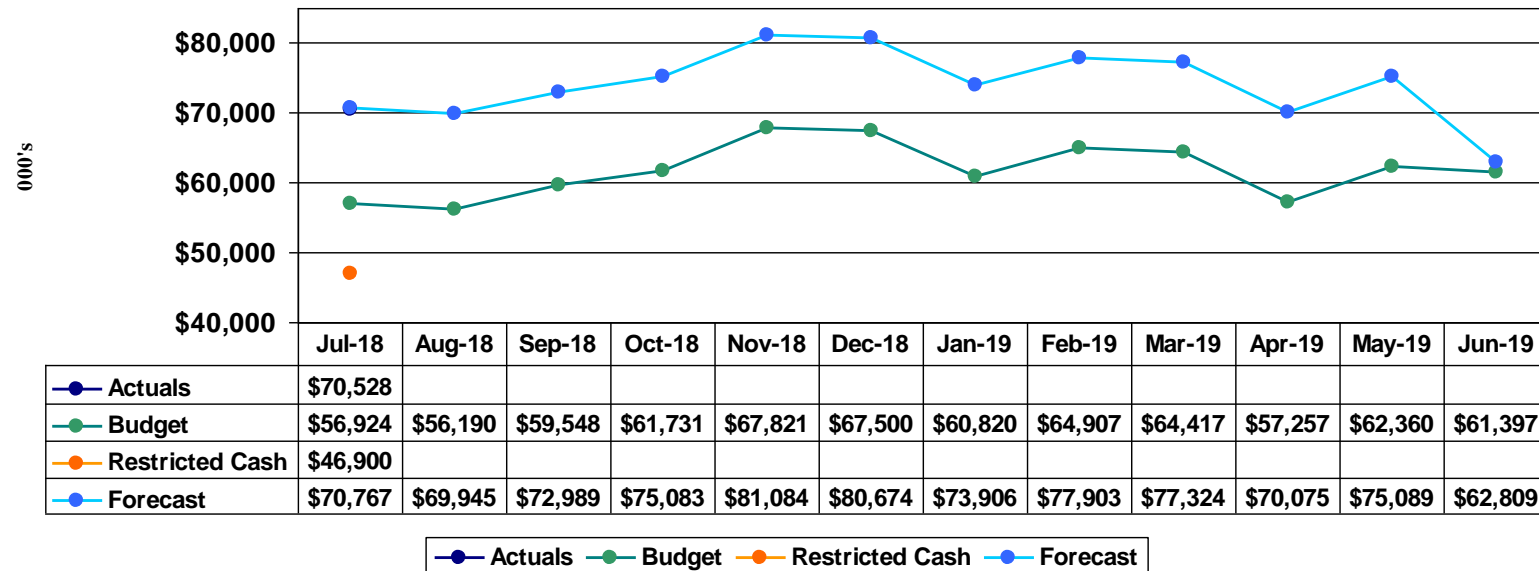
2018-19 Forecast categories of expenditure



2018-19 Forecast sources of income



**Cash and Investments
for the period ending 31 July 2018**



- Council's year to date cash balance of \$70.53m is higher than budget for the current month. Council's forecast position to June 2019 of \$62.81m 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 July 2018 include: residential aged care deposits of \$26.62m, trust funds and deposits of \$4.98m (including asset protection permits), open space reserve of \$14.77m and fire services property levy of \$523k.

Rates Income and Debtors
for the period ending 31 July 2018

Rate and Charges Income – is an important source of revenue, accounting for approximately 61 per cent of the total revenue received by Council annually. Glen Eira continues to have the second-lowest average rates and charges in metro Melbourne.

Rate Capping - The Victorian Government's *Fair Go Rates System* (FGRS) limits the maximum increase in Councils' average rates. The amount is calculated by dividing total revenue from general rates by the total number of rateable properties in the municipality.

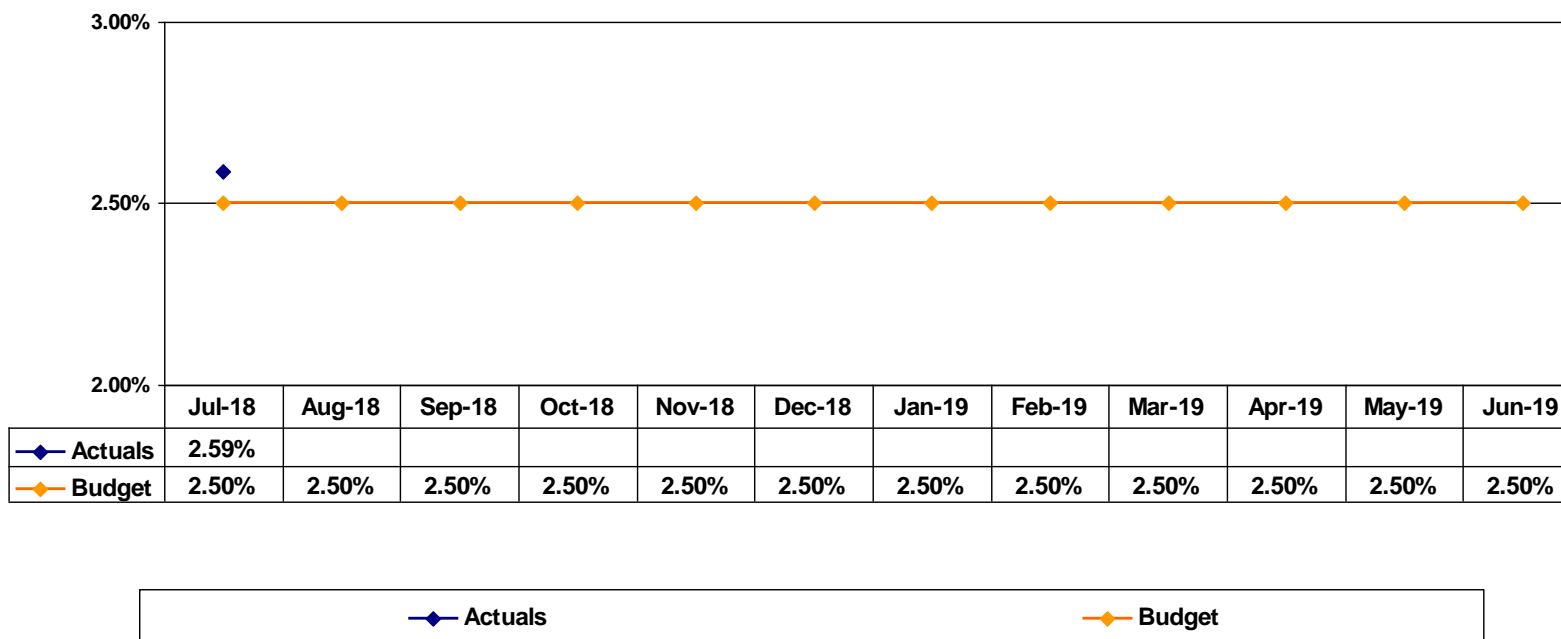
Each year the Minister for Local Government sets the average rate cap increase for Councils.

The cap for 2018-19 was set at forecast CPI of 2.25% (2.0% for 2017-18).

Rate Payments - Rates are paid in four instalments during the year: February, May, September and November. Council's cash flow is impacted by the timing of rate payments. The following table reflects the rate debtors balance as at 31 July 2018.

Rate Debtors	2018-2019 Year to date
	\$'000
Arrears Brought Forward	6,493
2018-19 Rates & Garbage Generated	108,168
2018-19 Fire Services Property Levy	12,688
Total Rates & Charges	127,349
Payments/Adjustments:	
Glen Eira Pension Rebate	(281)
State Government Rebate	(1,585)
Fire Services Property Levy Rebate	(346)
Receipts	(1,638)
Interest	0
Supplementary Valuations	336
Adjustments	10
Total Payments/Adjustments	(3,503)
Rates & Charges Balance at Month End	123,846

Investment Interest Rates
for the period ending 31 July 2018



Council achieved a return of 2.59% against the budget of 2.50%.

Capital Works Expenditure Program

As at the end of July 2018, total capital works expenditure forecast for 2018-19 is expected to be \$47.67m, represented by:

- New capital works projects as per the 2018-19 Annual Budget \$37.62m
- Capital works funding \$1.38m
- Carry forward expenditure from the 2017-18 financial year \$8.66m.

(a) Carry Forward Projects from 2017-18 financial year:

At the end of each financial year there are projects which are either incomplete or not commenced mainly due to planning issues, weather delays or extended consultation.

Carry forward projects of \$8.66m from the 2017-18 financial year include:

Recreation & Open Space Projects

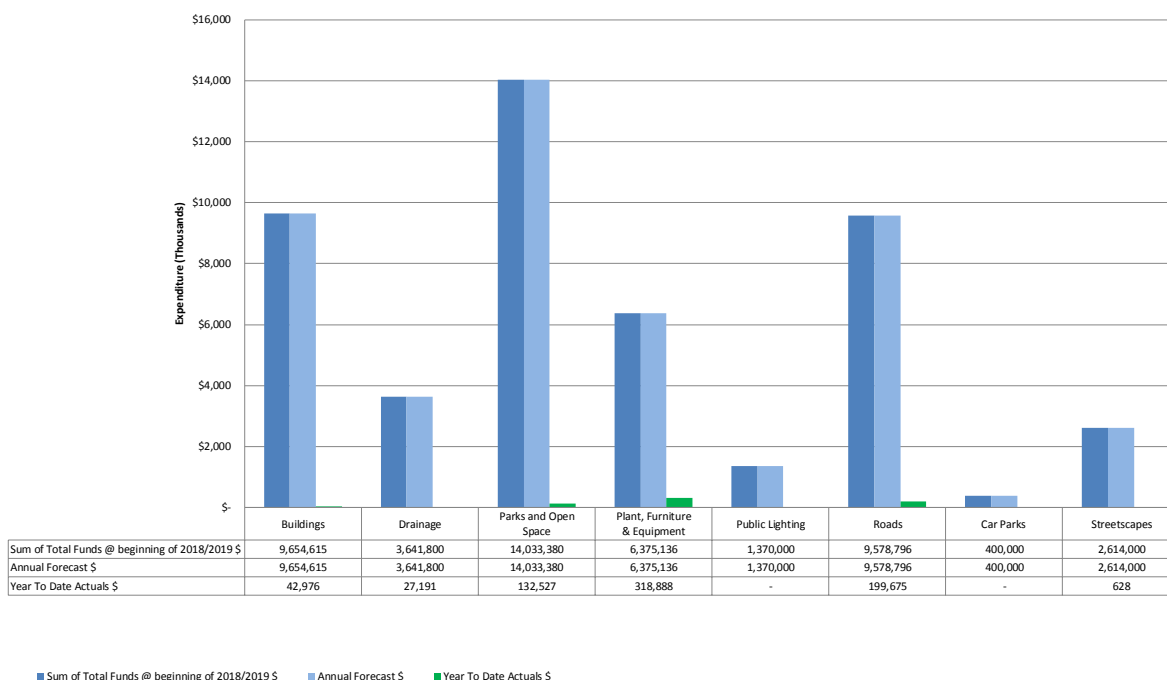
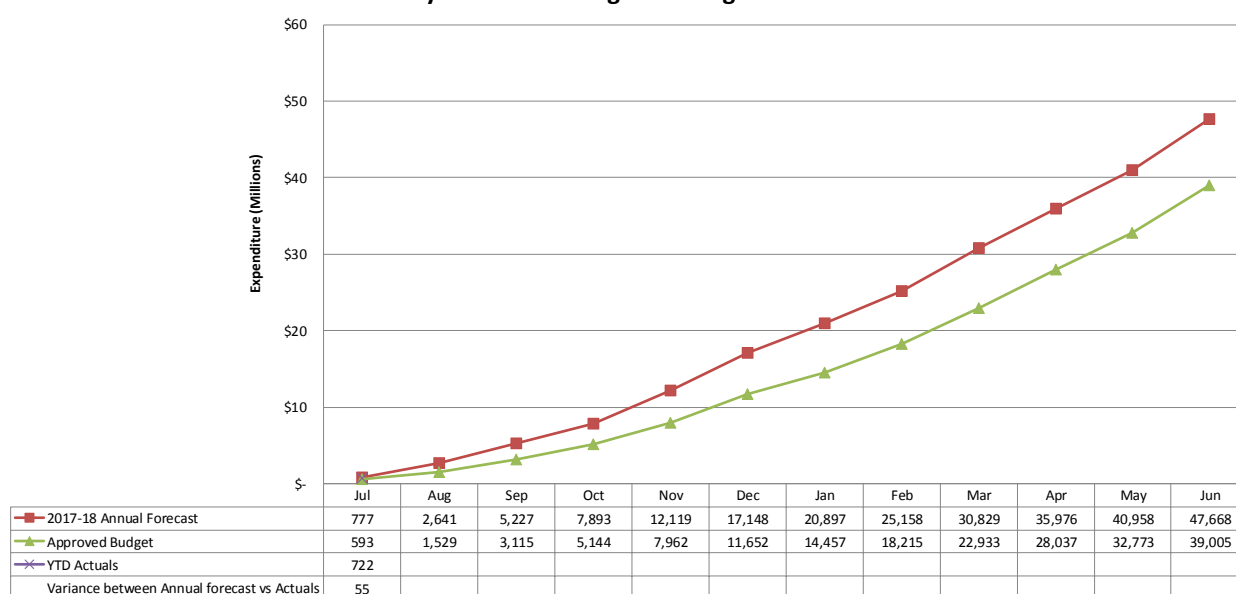
- Major Playground Upgrades at McKinnon and Harleston Park (includes public toilet) - \$1.2m.
- Open Space Strategy Initiatives – Joyce Park project delayed due to change of scope following community consultation and feedback, EE Gunn cricket nets and Rosanna Reserve delayed due to contractor availability - \$988k.
- Duncan Mackinnon Landscape works – timelines adjusted for implementation to commence after the completion of the Netball Courts and Athletics Track redevelopment - \$774k.
- King George Pavilion Upgrade - project delayed due to scope changes following additional consultation with clubs and receipt of further funding from the State Government for increased works - \$756k.
- Bailey Skate Park Redevelopment delayed due to availability of specialist contractors - \$698k.
- Bailey Reserve Oval 1 completion of works delayed - \$437k.
- Redevelopment of Koornang Park female friendly change rooms – placed on hold due to Master Plan development - \$358k.
- Bicycle Strategy Implementation - \$305k.
- Sportsground Lighting Upgrade at Bailey and McKinnon Reserve \$216k.
- Packer Park retaining wall modifications - \$213k.
- Moorleigh Village Multi-purpose Sports Training Facility - \$206k.
- Bentleigh Streetscape Rotunda Redevelopment (Eat Street) - \$152k.
- Cricket net facilities \$117k.

Other Works

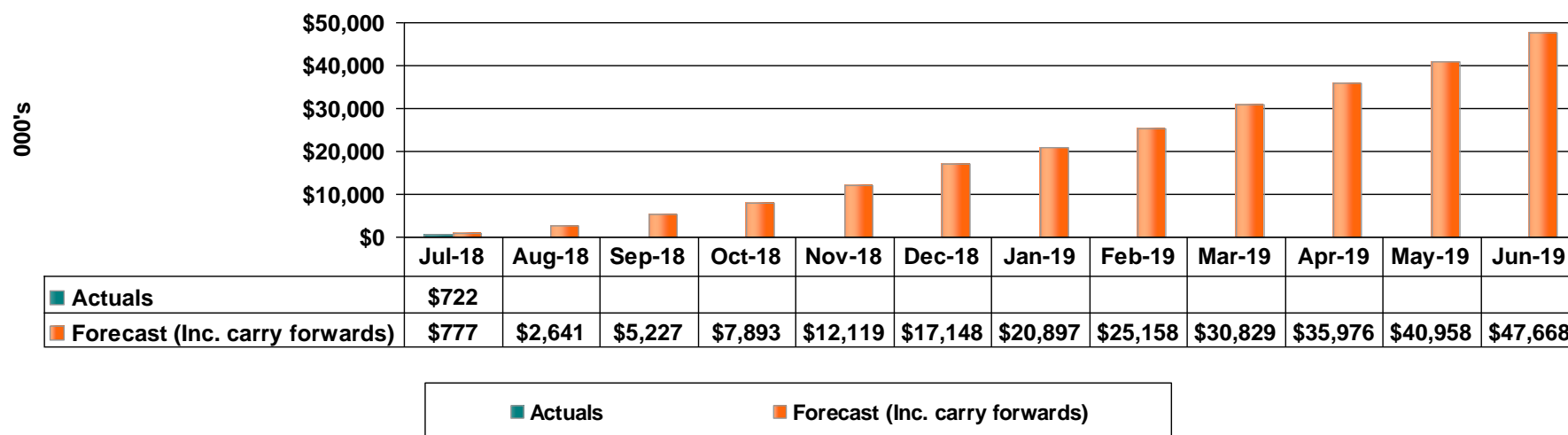
- Transformation projects including: Website improvements, Corporate Performance Reporting and Project Management platforms - \$1m.
- Sustainability initiatives for evacuated tubing and solar panels at GESAC, various pavilions and Early Learning Centres - \$455k.
- Plant and Equipment, planned renewals including chillers and fans to stadium at GESAC - \$162k.
- Toilet Upgrade at Heather Street Car Park - \$285k.
- Other various projects- \$347k.

(b) Capital Works Performance Graphs

The below graphs reflect the 2018-19 budget allocations for the main asset category and performance against budget and forecast.

Main Asset Category**Monthly Performance against Budget and Forecast**

Capital Works Program Expenditure
for the period ending 31 July 2018



Council's capital expenditure is behind forecast by \$55k mainly due to Sportsground Lighting Upgrade of \$82k and Public Toilets of \$25k. Offsetting this is capital expenditure ahead of forecast for Information Technology projects of \$56k.

Capital Works Program Expenditure

for period ending 31 July 2018

Description	2018-19 Carry Forwards from 2017-18	2018-19 Adopted Annual Capital Budget	2018-19 Capital Grant Funding	2018-19 Budget Plus 2016-17 Carry Forward	2018-19 YTD Work In Progress	2018-19 YTD Forecast	2018-19 YTD Variance	2018-19 Annual Forecast Projected end of June 2019 expenditure	2018-19 Forecast Adjustments
	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
CAPITAL WORKS: STRATEGIC PROJECTS									
Continuous Improvement & Innovation	939,075	300,000	-	1,239,075	-	-	-	1,239,075	-
Activity Centre Streetscape upgrades & Minor renewal works	-	1,000,000	-	1,000,000	628	-	(628)	1,000,000	-
Bentleigh Structure Plans	152,000	350,000	-	502,000	-	-	-	502,000	-
Carnegie Structure Plan	-	500,000	-	500,000	-	-	-	500,000	-
Elsternwick Structure Plan	-	220,000	-	220,000	-	40,000	40,000	220,000	-
Integrated Transport Strategy Implementation	-	300,000	-	300,000	-	-	-	300,000	-
Caulfield to Dandenong rail corridor open space upgrade	-	200,000	-	200,000	-	-	-	200,000	-
TOTAL STRATEGIC PROJECTS	1,091,075	2,870,000	-	3,961,075	628	40,000	39,372	3,961,075	-
CAPITAL WORKS: PORTFOLIOS									
CAPITAL WORKS: PORTFOLIOS-COMMUNITY FACILITIES									
Buildings Upgrade	-	1,440,500	100,000	1,540,500	16,240	-	(16,240)	1,540,500	-
GEL -Upgrade 24 hour access	-	65,000	-	65,000	-	-	-	65,000	-
GESAC Defect rectification and outdoor gym area	-	272,000	-	272,000	-	-	-	272,000	-
New Public Toilets	345,000	431,250	-	776,250	-	25,000	25,000	776,250	-
Child Care Centre Upgrades	-	17,250	-	17,250	-	-	-	17,250	-
Building Security Upgrades	-	118,000	-	118,000	-	-	-	118,000	-
Pavilion Upgrades	-	45,000	-	45,000	-	-	-	45,000	-
MCHC Upgrades	-	17,250	-	17,250	-	-	-	17,250	-
F&E Senior Citizens Centres	-	60,000	-	60,000	-	-	-	60,000	-
Community Shed Moorleigh Village	-	50,000	-	50,000	-	-	-	50,000	-
Community Garden Moorleigh Village	-	65,000	-	65,000	-	-	-	65,000	-
TOTAL CAPITAL WORKS: PORTFOLIOS-COMMUNITY FACILITIES	345,000	2,581,250	100,000	3,026,250	16,240	25,000	8,760	3,026,250	-
CAPITAL WORKS: PORTFOLIOS-COMMUNITY SAFETY									
Transport Planning Program	24,000	650,000	-	674,000	661	-	(661)	674,000	-
New Footpath Program	-	250,000	-	250,000	-	-	-	250,000	-
Bicycle Strategy	305,000	25,000	-	330,000	-	-	-	330,000	-
Blackspot program upgrade	-	40,000	-	40,000	-	-	-	40,000	-
TOTAL CAPITAL WORKS: PORTFOLIOS-COMMUNITY SAFETY	329,000	965,000	-	1,294,000	661	-	(661)	1,294,000	-
CAPITAL WORKS: PORTFOLIOS-RECREATION AND OPENSOURCE									
ADASS outdoor Landscaping space Upgrade	-	112,500	-	112,500	-	-	-	112,500	-
Memorial structure for Holocaust survivors	-	100,000	-	100,000	-	-	-	100,000	-
Major Playground Redevelopment - Construction	901,000	439,500	-	1,340,500	6,225	-	(6,225)	1,340,500	-
Open Space Strategy Initiatives & Implementation	988,000	2,495,780	180,000	3,663,780	8,919	15,000	6,081	3,663,780	-
Park Furniture-New	-	150,000	-	150,000	178	12,500	12,322	150,000	-
Plant and Equipment Upgrade- Booran Reserve	-	65,100	-	65,100	-	-	-	65,100	-
Multi-purpose Sports Training facility- Moorleigh	206,000	-	-	206,000	2,200	-	(2,200)	206,000	-
Street Tree Planting Program- narrow nature strips	-	480,000	-	480,000	-	-	-	480,000	-
Replacing and Reinforcing Retaining wall and Bridge	213,000	-	-	213,000	1,121	-	(1,121)	213,000	-
Sportsground Lighting Renewal	-	230,000	150,000	380,000	448	-	(448)	380,000	-
Cricket Net Facilities Upgrade	117,000	51,750	-	168,750	-	84,000	84,000	168,750	-
Plinth Curbing	-	86,250	-	86,250	-	-	-	86,250	-
Sportsground Lighting Upgrade-Bailey Reserve (subject to 2018-2019 The World Game Facilities funding)	62,000	175,000	175,000	412,000	-	-	-	412,000	-
Open Space Strategy Implementation - Master Plan Construction - Duncan Mackinnon	774,000	497,000	-	1,271,000	5,503	-	(5,503)	1,271,000	-
Maintenance storage- Booran Reserve	-	70,000	-	70,000	-	-	-	70,000	-
Cricket Wicket Upgrade - Turf and Sub Surface Drainage	-	361,000	-	361,000	-	100,000	100,000	361,000	-
Sportsground Lighting Upgrade-McKinnon Reserve	154,000	50,000	150,000	354,000	-	-	-	354,000	-
Warm Season Grass Bailey Reserve	437,000	-	-	437,000	2,160	-	(2,160)	437,000	-
Netball Court Development- Duncan Mackinnon Reserve	-	-	-	-	354	-	(354)	-	-
TOTAL CAPITAL WORKS: PORTFOLIOS-RECREATION AND OPENSOURCE	3,852,000	5,363,880	655,000	9,870,880	27,108	211,500	184,392	9,870,880	-

Capital Works Program Expenditure
for period ending 31 July 2018 (continued)

Description	2018-19 Carry Forwards from 2017-18	2018-19 Adopted Annual Capital Budget	2018-19 Capital Grant Funding	2018-19 Budget Plus 2016-17 Carry Forward	2018-19 YTD Work In Progress	2018-19 YTD Forecast	2018-19 YTD Variance	2018-19 Annual Forecast Projected end of June 2019 expenditure	2018-19 Forecast Adjustments
	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
<u>CAPITAL WORKS: PORTFOLIOS-SUSTAINABILITY</u>									
Building Improvements	-	1,370,000	-	1,370,000	-	-	-	1,370,000	-
Kitchen/Joinery Renewal	-	270,000	-	270,000	-	-	-	270,000	-
Roof Renewal	-	69,000	-	69,000	-	-	-	69,000	-
Painting Program	455,000	762,000	-	1,217,000	-	-	-	1,217,000	-
Switchboard Renewal	-	92,000	-	92,000	-	-	-	92,000	-
TOTAL CAPITAL WORKS: PORTFOLIOS-SUSTAINABILITY	455,000	2,563,000	-	3,018,000	-	-	-	3,018,000	-
TOTAL PORTFOLIO PROJECTS	4,981,000	11,473,130	755,000	17,209,130	44,009	236,500	192,491	17,209,130	-
<u>CAPITAL WORKS: MAJOR PROJECTS</u>									
Redevelopment of change and bathroom facilities - Koomang Park Pavilion	358,000	-	-	358,000	-	-	-	358,000	-
Pavilion Construction - King George Pavilion	756,500	796,000	275,000	1,827,500	-	-	-	1,827,500	-
Carnegie Sports Precinct - Redevelopment- Koomang Park	-	192,000	-	192,000	-	-	-	192,000	-
Murrumbidgee Pavilion Upgrade	-	616,565	-	616,565	-	-	-	616,565	-
Carnegie Sports Precinct - Redevelopment - Pavilions - Lord Reserve	-	192,000	-	192,000	-	-	-	192,000	-
Carnegie Sports Precinct- Redevelopment - Master Plan landscape and sports grounds	-	345,000	-	345,000	-	-	-	345,000	-
Bailey Skate Park Redevelopment	698,000	-	-	698,000	2,181	-	(2,181)	698,000	-
Carnegie Sports Precinct Redevelopment -Swim Centre	-	345,000	-	345,000	-	-	-	345,000	-
Duncan Mackinnon Athletic Track Upgrade	-	-	-	-	103,238	-	(103,238)	-	-
TOTAL MAJOR PROJECTS	1,812,500	2,486,565	275,000	4,574,065	105,419	-	(105,419)	4,574,065	-
<u>RENEWALS</u>									
<u>CAPITAL WORKS: RENEWALS-BUILDING WORKS</u>									
Minor HVAC Renewal	-	178,000	-	178,000	-	-	-	178,000	-
Building Upgrades	74,000	360,000	-	434,000	8,519	-	(8,519)	434,000	-
Kitchen and Joinery Renewal	-	74,000	-	74,000	18,147	-	(18,147)	74,000	-
Roof Renewal	-	133,500	-	133,500	-	-	-	133,500	-
ILU Renewal	-	162,000	-	162,000	-	-	-	162,000	-
Ormond Kinder Upgrade	35,000	90,000	-	125,000	-	-	-	125,000	-
Painting Renewal Program	-	135,900	-	135,900	-	-	-	135,900	-
Plant Renewal- GESAC	-	61,000	-	61,000	-	-	-	61,000	-
Improving current system or adding in fans/chiller to the stadium- GESAC	108,000	-	-	108,000	-	-	-	108,000	-
Bathroom Renewal	35,000	211,400	-	246,400	70	-	(70)	246,400	-
Floor Covering Replacement Renewal	-	112,800	-	112,800	-	-	-	112,800	-
Signage Upgrade	-	125,000	-	125,000	-	-	-	125,000	-
Roof Safety	-	47,200	-	47,200	-	-	-	47,200	-
Public Toilet Upgrade	285,000	-	-	285,000	-	-	-	285,000	-
TOTAL CAPITAL WORKS: RENEWALS-BUILDING WORKS	537,000	1,690,800	-	2,227,800	26,736	-	(26,736)	2,227,800	-
<u>CAPITAL WORKS: RENEWAL-AGED CARE</u>									
Residential Services Minor Improvements	-	270,000	-	270,000	-	-	-	270,000	-
TOTAL CAPITAL WORKS: RENEWAL-AGED CARE	-	270,000	-	270,000	-	-	-	270,000	-
<u>CAPITAL WORKS: RENEWALS-FAMILY & CHILDREN'S SERVICES</u>									
Family Youth and Children's Centre upgrades	-	22,000	-	22,000	-	-	-	22,000	-
Replacement of FDC Equipment	-	16,000	-	16,000	-	-	-	16,000	-
TOTAL CAPITAL WORKS: RENEWALS-FAMILY & CHILDREN'S SERVICES	-	38,000	-	38,000	-	-	-	38,000	-

Capital Works Program Expenditure
for period ending 31 July 2018 (continued)

Description	2018-19 Carry Forwards from 2017-18	2018-19 Adopted Annual Capital Budget	2018-19 Capital Grant Funding	2018-19 Budget Plus 2016-17 Carry Forward	2018-19 YTD Work In Progress	2018-19 YTD Forecast	2018-19 YTD Variance	2018-19 Annual Forecast Projected end of June 2019 expenditure	2018-19 Forecast Adjustments
	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
<u>CAPITAL WORKS: RENEWAL-PUBLIC OPEN SPACES AND RECREATIONAL FACILITIES</u>									
Park Perimeter Fence Renewal	-	50,000	-	50,000	-	-	-	50,000	-
Minor Playground Upgrade and Renewal	-	350,000	-	350,000	-	-	-	350,000	-
Leisure Pool Equipment -GESAC& Carnegie Swim Centres	30,000	692,688	-	722,688	18,477	-	(18,477)	722,688	-
GESAC Pool Tile Rectification Works	-	450,000	-	450,000	-	-	-	450,000	-
Minor Park Improvements	-	680,000	-	680,000	-	-	-	680,000	-
Sportsground Lighting Renewal	-	230,000	-	230,000	-	-	-	230,000	-
Goal Posts Renewal	-	125,000	-	125,000	-	-	-	125,000	-
TOTAL CAPITAL WORKS: RENEWAL-PUBLIC OPEN SPACES AND RECREATIONAL FACILITIES	30,000	2,577,688	-	2,607,688	18,477	-	(18,477)	2,607,688	-
<u>CAPITAL WORKS: RENEWAL-INFRASTRUCTURE</u>									
Footpath Program	-	2,020,000	-	2,020,000	185,680	168,333	(17,347)	2,020,000	-
Kerb and Channel Renewal Program	-	166,464	-	166,464	4,300	13,872	9,572	166,464	-
Road Reconstruction Program	-	3,549,000	-	3,549,000	7,636	-	(7,636)	3,549,000	-
Drainage Renewal and Upgrade Program	-	3,641,800	-	3,641,800	27,191	100,000	72,809	3,641,800	-
Local Road Resurfacing Program	-	1,500,000	-	1,500,000	(0)	-	0	1,500,000	-
Right of Way Renewal Program	-	343,332	-	343,332	-	-	-	343,332	-
Local Area Traffic Management renewal	-	500,000	-	500,000	1,398	-	(1,398)	500,000	-
Car Park Renewal Program	-	400,000	-	400,000	-	-	-	400,000	-
Roads to Recovery Program	-	250,592	285,408	536,000	-	-	-	536,000	-
TOTAL CAPITAL WORKS: RENEWAL-INFRASTRUCTURE	-	12,371,188	285,408	12,656,596	226,205	282,205	56,000	12,656,596	-
<u>CAPITAL WORKS: RENEWAL-OTHER</u>									
Furniture & Fittings	32,000	50,000	-	82,000	5,512	-	(5,512)	82,000	-
Information Technology	99,438	831,000	-	930,438	56,152	-	(56,152)	930,438	-
Fleet and Plant	80,000	2,141,605	-	2,221,605	27,381	-	(27,381)	2,221,605	-
Library and Learning Centres Books	-	823,904	65,426	889,330	211,367	217,999	6,632	889,330	-
TOTAL CAPITAL WORKS: RENEWAL-OTHER	211,438	3,846,509	65,426	4,123,373	300,411	217,999	(82,412)	4,123,373	-
TOTAL RENEWAL PROJECTS	778,438	20,794,185	350,834	21,923,457	571,829	500,204	(71,625)	21,923,457	-
TOTAL CAPITAL WORKS EXPENDITURE	8,663,013	37,623,880	1,380,834	47,667,727	721,885	776,704	54,819	47,667,727	-

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 2016-17 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 22 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. The net result and total revenue are obtained from the comprehensive operating statement.
Adjusted underlying result	Adjusted underlying surplus (or deficit) / Adjusted underlying revenue	Indicator of the broad objective that an adjusted underlying surplus should be generated in the ordinary course of business. A surplus or increasing surplus suggests an improvement in the operating position.
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 flow and net capital expenditure are obtained from the cash flow statement.
Indebtedness (%)	Non-current liabilities / own-sourced revenue	Comparison of non-current liabilities (mainly comprising borrowings) to own-sourced revenue. The higher the percentage, the less the entity is 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 depreciation 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 depreciation 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	Adjusted underlying result	Liquidity	Internal financing	Indebtedness	Capital replacement	Renewal gap
High	Less than negative 10%	Less than 0%	Less than 0.75	Less than 75%	More than 60%	Less than 1.0	Less than 0.5
	Insufficient revenue is being generated to fund operations and asset renewal.	Insufficient surplus being generated to fund operations	Immediate sustainability issues with insufficient current assets to cover liabilities.	Limited cash generated from operations to fund new assets and asset renewal.	Potentially long-term concern over ability to repay debt levels from own-source revenue.	Spending on capital works has not kept pace with consumption of assets.	Spending on existing assets has not kept pace with consumption of these assets.
Medium	Negative 10%–0%	0%–5%	0.75–1.0	75–100%	40–60%	1.0–1.5	0.5–1.0
	A risk of long-term run down to cash reserves and inability to fund asset renewals.	Surplus being generated to fund operations	Need for caution with cash flow, as issues could arise with meeting obligations as they fall due.	May not be generating sufficient cash from operations to fund new assets.	Some concern over the ability to repay debt from own-source revenue.	May indicate spending on asset renewal is insufficient.	May indicate insufficient spending on renewal of existing assets.
Low	More than 0%	More than 5%	More than 1.0	More than 100%	40% or less	More than 1.5	More than 1.0
	Generating surpluses consistently.	Generating strong surpluses to fund operations	No immediate issues with repaying short-term liabilities as they fall due.	Generating enough cash from operations to fund new assets.	No concern over the ability to repay debt from own-source revenue.	Low risk of insufficient spending on asset renewal.	Low risk of insufficient spending on asset base.

Source: VAGO.

Financial Strategy (continued)Monthly Report Relative to Financial Strategy

Financial Sustainability Risk Indicators	Objective	2016-2017 Actuals based on VAGO Parliamentary Report	2018-2019 Annual Budget as at 30 June 2019	2018-2019 Annual Forecast as at 30 June 2019	2018-2019 Risk based on Annual Forecast as at 30 June 2019	Comment
(1) Net Result	Generating surpluses consistently of greater than 0%.	16.76%	10.23%	10.89%	Low	Council is generating positive surpluses.
(2) Underlying Result (%)	Generating surpluses consistently of greater than 0%.	16.00%	9.52%	10.86%	Low	Council is generating positive surpluses.
(3) Liquidity	To measure Council's ability to repay short-term liabilities as they fall due. The indicator is to be greater than 1.0.	1.42	1.23	1.32	Low	Council's forecast to 30 June 2019 indicates a Liquidity Ratio of greater than 1.0.
(4) Indebtedness	Lower than 40% relates to the ability to repay debt from own-source revenue.	13.51%	10.06%	10.27%	Low	Council is operating at a ratio of lower than 40%, therefore has the ability to repay debt from own-source revenue.
(5) Internal Financing	Generating enough cash from operations to fund new assets. The indicator is to be greater than 100%.	157.42%	112.45%	93.54%	Low	Council is generating enough cash from operations to fund new assets.
(6) Capital Replacement	To ascertain the level of risk of insufficient spending on asset renewal. The indicator is to be more than 1.5.	1.58	1.87	2.06	Low	Council operates at a low level of risk with respect to capital replacement.
(7) Renewal Gap	To ensure there is sufficient spending on Council's asset base. The indicator is to be greater than 1.0.	1.24	1.48	1.48	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 Charges Pensioner 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.	\$1,557	\$1,640	\$1,641	In terms of Rates per assessment, Glen Eira is again the second lowest of the 21 Inner Melbourne Councils (2015/16: also second lowest) and is \$283 per assessment (\$18.3M) below the average outcome.	
		\$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.	\$1,899	\$2,456	\$2,444	In terms of operational expenditure (excluding depreciation), Glen Eira ranks as spending \$161 less per assessment (\$10.4M) 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, and/or other independent reviews/checks
		Management	External Parties					Internal Audit	
		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) Building Emergency Management Planning (2017/18) Implementation of Federal Government's Strategy for Protecting Crowded Places from Terrorism 2017 – use of the Crowded Places Security Audit, Self-Assessment Tool and guidelines.
3. Vulnerability to cyber attack	H								Cyber Security Review including mobile devices website management and penetration testing (2016/17)
4. Contracts – contracting process by Council	H								Tendering (2013/14) Contract Management (2013/14) Financial Compliance transaction analysis (annual) Contract Management Review (2016/17) Major Project Management (2017/18)
5. Vulnerability to litigious action	H								Risk Management Framework (2015/16) Fraud & Corruption Control (2016/17) Claims Management Review (2016/17)
6. Failure to keep pace with emerging technologies and digital environment	H								IT Strategy (management) (2013/14) Regular penetration testing on the internal and external network infrastructure and external websites IT Sensitive Information (2011/12) IT Security (2012/13, 2014/15) IT General Controls (2015/16) Performance Audit – GECC Transformation Project (2017/18)
7. Vulnerability to significant fraud	H								Fraud Review (2013/14) Financial Controls (2014/15) Risk Management Framework (2015/16) Fraud & Corruption Control (2016/17) Financial Compliance transaction analysis (annual) Payroll (2017/18) Open Space Contributions (2017/18)
8. Not sufficiently agile to respond to change	H								Change Management Framework Promapp Performance Audit – GECC Transformation Project (2017/18)
9. Failure to effectively plan for the changing demographic of our workforce	M								SafetyMAP recertification (2013/14) OH&S Review (2015/16) Performance Audit – GECC Transformation Project (2017/18)
10. Transformation program fails to deliver anticipated benefits for the organisation and community	M								Performance Audit – GECC Transformation Project (2017/18)

* 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.

Level of coverage: Extensive Partial None

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.

9.9 ADOPTION OF 2017-18 FINANCIAL REPORT

Author: John Vastianos, Chief Financial Officer

Trim No: 18/1137435

Attachments: Nil

PURPOSE AND SUMMARY

To adopt the 2017-18 Financial Statements and Performance Statement 'in principle' for forwarding to the Auditor-General.

RECOMMENDATION

That Council:

1. Adopt the 2017-18 Financial Statements and Performance Statement 'in principle', subject to no significant changes by the Auditor-General.
2. Note that the Mayor (Cr Tony Athanasopoulos) and Deputy Mayor (Cr Jamie Hyams) have been appointed to sign the Financial Statements and Performance Statement once they have been returned by the Auditor-General.

BACKGROUND

At the 12 June 2018 Council Meeting, Council approved the Mayor and Deputy Mayor to sign the 2017-18 Financial Statements and Performance Statement.

The State Government has a structured process to apply to Financial Statements. Council is required to consider the proposed Financial Statements after the external audit agent has performed its role but before the audit by the Auditor-General is finalised.

ISSUES AND DISCUSSION

The 2017-18 Financial Statements are being prepared to meet the following timetable:

(a) Friday, 17 August 2018 (Audit Committee Meeting)

The Audit Committee considered the Financial Statements and the Performance Statement (circulated to Committee members).

A representative of the Victorian Auditor-General's Office (VAGO) attended this meeting to give advice to the Committee and answer questions.

The Audit Committee has recommended to Council that the statements be adopted 'in principle', subject to minor amendments, and subject to no significant changes by the Auditor-General.

(b) Tuesday, 4 September 2018 (Ordinary Council Meeting)

Council is asked to adopt the Financial Statements and Performance Statement, as reviewed by the Audit Committee, 'in principle' and 2 Councillors to sign the Statements later in the process.

(c) Wednesday, 5 September 2018

Council to forward to VAGO an 'annual reporting package' including the audited statements and a copy of the Council resolution adopting the financial statements 'in principle'

(d) Friday, 14 September 2018 (estimate)

The Auditor-General to have returned the statements to Council for follow up of queries and to arrange the sign off by 2 Councillors, CEO and the Principal Accounting Officer.

(e) Monday, 17 September 2018 (estimate)

The Auditor-General report issued and the Annual Report completed and submitted to the Minister.

FINANCIAL, RESOURCE, RISK AND ASSET MANAGEMENT IMPLICATIONS

Financial conclusions should not be drawn until after the statements are audited and finalised by the Auditor-Generals Office. The draft information, however, shows that the result for Council is an Operating Surplus.

Any review of the operating surplus should be undertaken only with reference to the accompanying notes.

POLICY AND LEGISLATIVE IMPLICATIONS***(i) Local Government Act 1989***

Section 132 (2) - Annual Report preparation:

'The Council, after passing a resolution giving its approval in principle to the performance statement and financial statements, must submit the statements to the auditor for reporting on the audit'.

Council will be asked to adopt the statements 'in principle'. This will in effect mean that Council is confirming that an appropriate process (as confirmed by the Audit Committee) has been followed in preparing the Statements. In this respect, Council will be relying on Victorian Auditor-General's Office (VAGO) to confirm the accuracy of the statements and compliance with accounting standards.

(ii) Local Government (Planning and Reporting) Regulations 2014**COMMUNICATION AND ENGAGEMENT**

The Audit Committee met on 17 August 2018 and considered the accounts and recommended that the accounts be adopted in principle, subject to some minor amendments, and subject to no significant changes by the Auditor-General.

LINK TO COUNCIL AND COMMUNITY PLAN

Theme Five: Informed and Engaged

A well governed Council that is committed to transparency and engages residents in decision-making.

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

CONCLUSION

Council is expected to assure itself that due process has been followed (e.g. by the activities of the independent external auditors, etc.) to ensure that the statements represent the financial position of the Council. In Glen Eira, this role is carried out mainly through the Audit Committee with its mix of Council representatives and independent Members.

9.10 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Author: Janice Pouw, Coordinator Councillor Business

Trim No: 18/1182652

Attachments: Nil

PURPOSE AND SUMMARY

To appoint an Acting Chief Executive Officer for the period from 5pm Thursday 13 September 2018 to 8am Tuesday 2 October 2018 inclusive during the absence of the Chief Executive Officer. The temporary appointment is in accordance with section 94(4A) of the *Local Government Act 1989*.

RECOMMENDATION

That Council appoints Mr Ron Torres, Director Planning and Place to the role of Acting Chief Executive Officer for the period 5pm Thursday 13 September 2018 to 8am Tuesday 2 October 2018 inclusive, in accordance with section 94 (4A) of the *Local Government Act 1989*.

BACKGROUND

The Chief Executive Officer, Ms Rebecca McKenzie will be taking annual leave from 5pm Thursday 13 September 2018 to 8am Tuesday 2 October 2018 inclusive. To ensure the continued smooth and efficient operation of Council's business, it will be necessary for Council to appoint an Acting Chief Executive Officer for the period.

ISSUES AND DISCUSSION

In accordance with section 94(4A) of the *Local Government Act 1989 (the Act)*, the Council may appoint an Acting Chief Executive Officer during the absence of the Chief Executive Officer for a period of not greater than up to 12 months, without the requirement to consider applications invited through a public process.

FINANCIAL, RESOURCE, RISK AND ASSET MANAGEMENT IMPLICATIONS

Mr Ron Torres will receive a higher duties allowance for the term of the Acting appointment.

POLICY AND LEGISLATIVE IMPLICATIONS

This report is consistent with section 94(4A) of the *Local Government Act* to appoint a person to act as its Chief Executive Officer for a period of not more than 12 months.

COMMUNICATION AND ENGAGEMENT

There was no communication and engagement associated with this report.

LINK TO COUNCIL AND COMMUNITY PLAN

Theme Five: Informed and Engaged

A well governed Council that is committed to transparency and engages residents in decision-making.

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

CONCLUSION

It is proposed that Mr Ron Torres, Director Planning and Place be appointed to the role of Acting Chief Executive Officer for the period 5pm Thursday 13 September 2018 to 8am Tuesday 2 October 2018 inclusive.

10. URGENT BUSINESS

11. ORDINARY BUSINESS

11.1 Requests for reports from Officers

11.2 Right of reply

11.3 Councillor questions

11.4 Public questions to Council

12. CONSIDERATION OF ITEMS IN CAMERA

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.

12.1 Variation to Recyclables Processing Service Contract 2014022

Local Government Act 1989 Section 89(2)(d) given it relates to contractual matters.

12.2 Tender 2018.256 Sustainability Works – Building Insulation

Local Government Act 1989 Section 89(2)(d) given it relates to contractual matters.

12.3 Tender 2018.231 Direct Mail Solutions

Local Government Act 1989 Section 89(2)(d) given it relates to contractual matters.

13. CLOSURE OF MEETING