



MELTON CITY COUNCIL

Notice is hereby given that the Ordinary Meeting of the Melton City Council will be held in the Council Chamber, Civic Centre, 232 High Street, Melton on 1 May 2017 at 7.00pm.

THIS AGENDA CONTAINS REPORTS TO BE DEALT WITH AT A CLOSED MEETING OF COUNCIL

Kelvin Tori
CHIEF EXECUTIVE

Visitors to the Gallery please note:

Proceedings at Council meetings are controlled by the Chairperson. The Chairperson is empowered to enforce the provision of Council's Local Law, which includes the following aspects:

- **Silence** must be maintained by members of the public in the gallery at all times. A visitor to the gallery must not interject or take part in the debate that occurs in the Chamber.
- Members of the public in the gallery must not operate **recording equipment** at a Council or Special Committee Meeting without the prior written consent of Council.
- **Question time** is available at every Ordinary Meeting to enable members of the public to address questions to Council. All questions must be received by the Chief Executive Officer or other person nominated for this purpose no later than:
 - i) 5 pm on the day of the Ordinary Meeting if questions are submitted into the receptacle designated for public questions outside the Council Chamber
 - ii) 5pm on the day of the Ordinary Meeting if questions are submitted by electronic medium as per Council website directions.

A person must not submit more than two (2) individual questions at a meeting, inclusive of all parts and variants as interpreted by the Chairperson or other person authorised for this purpose by the Chairperson. The person directing the question must be present in the gallery at the time the question is to be dealt with for it to be valid.

- It is an offence for any person, not being a Councillor, who is guilty of any improper or disorderly conduct to not leave the meeting when requested by the Chairperson to do so.
Penalty: 20 Penalty Units
- It is an offence for any person to fail to obey a direction of the Chairperson relating to the conduct of the meeting and the maintenance of order.
Penalty: 20 Penalty Units

A penalty unit for a Local Law made under Part 5 of the *Local Government Act 1989* is \$100 in accordance with s110(2) of the *Sentencing Act 1991*.

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1. OPENING PRAYER AND RECONCILIATION STATEMENT

The Chairperson will read the opening prayer and reconciliation statement.

Prayer

‘Almighty God we humbly beseech Thee to vouchsafe Thy blessing upon this Council, direct and prosper its deliberations to the advancement of Thy glory and the welfare of the people whom we serve – Amen.’

Reconciliation Statement

Melton City Council acknowledges that the land it now occupies has a history that began with the Indigenous occupants, the Kulin Nation. Council pays its respects to the Kulin Nation people and their Elders and descendants past and present.

2. APOLOGIES AND LEAVE OF ABSENCE

The Chairperson will call for any apologies received from any Councillors who are unable to attend this meeting.

3. CHANGES TO THE ORDER OF BUSINESS**4. DEPUTATIONS****5. DECLARATION OF ANY PECUNIARY INTEREST, OTHER INTEREST OR CONFLICT OF INTEREST OF ANY COUNCILLOR**

Pursuant to Section 77A, 77B, 78 and 79 of the Local Government Act 1989, any Councillor must declare any direct or indirect interest, and any conflict of interest, in any items contained within the Notice Paper.

6. ADOPTION AND CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**RECOMMENDATION:**

That the Minutes of the Ordinary Meeting of Council held on 3 April 2017 and Special Meeting of Council held on 11 April 2017 be confirmed as a true and correct record.

7. RECORD OF ASSEMBLY OF COUNCILLORS**7.1 RECORD OF ASSEMBLY OF COUNCILLORS IN ACCORDANCE WITH SECTION 80A(1) OF THE LOCAL GOVERNMENT ACT 1989**

- 3 April 2017 Record of Assembly of Councillors
- 10 April 2017 Record of Assembly of Councillors
- 18 April 2017 Record of Assembly of Councillors
- 26 April 2017 Record of Assembly of Councillors

RECOMMENDATION:

That the Record of Assembly of Councillors dated 3 April, 10 April, 18 April and 26 April 2017 attached to this Agenda be received and noted.

LIST OF APPENDICES

1. 3 April 2017 Record of Assembly of Councillors
2. 10 April 2017 Record of Assembly of Councillors
3. 18 April 2017 Record of Assembly of Councillors
4. 26 April 2017 Record of Assembly of Councillors

8. CORRESPONDENCE INWARD

8.1 PARLIAMENTARIAN AND DEPARTMENTAL LETTERS RECEIVED BY THE MAYOR

- The Hon James Merlino MP – Deputy Premier Minister for Education and Minister for Emergency Services - School provision in the City of Melton.
- Senator the Hon Fiona Nash – Minister for Regional Development, Minister for Local Government and Territories, Minister for Regional Communications and Deputy Leader of The Nationals - Priorities for Economic Growth.
- Rachel Cowling - Assistant Director, Cabinet Office – Outer Suburban Arterial Roads Package.
- Rachel Cowling - Assistant Director, Cabinet Office – EPA Works Approval

RECOMMENDATION:

That the Parliamentarian and Departmental letters received by the Mayor be received and noted.

LIST OF APPENDICES

1. Correspondence Inwards - The Hon James Merlino MP - undated
2. Correspondence Inwards - Senator the Hon Fiona Nash - dated 27 March 2017
3. Correspondence Inwards - Rachel Cowling - dated 10 April 2017
4. Correspondence Inwards - Rachel Cowling - dated 21 April 2017

9. PETITIONS AND JOINT LETTERS

The Chief Executive will table any petitions and/or joint letters received prior to this meeting.

10. RESUMPTION OF DEBATE OR OTHER BUSINESS CARRIED OVER FROM A PREVIOUS MEETING

Nil.

11. PUBLIC QUESTION TIME

12. PRESENTATION OF STAFF REPORTS

12.1 AUTHORISATION OF AFFIXING THE COMMON SEAL OF COUNCIL

Author: Dominique Roberts - Governance Officer
Presenter: Kel Tori - Chief Executive Officer

PURPOSE OF REPORT

For Council to adopt the schedule of documents requiring the Common Seal of Council.

RECOMMENDATION:

That the Council Seal be affixed to the documentation as detailed in the Schedule for Authorising of Affixing of the Common Seal of Melton City Council dated 1 May 2017.

REPORT

1. Executive Summary

Documents requiring the Common Seal to be affixed are detailed in **Appendix 1**.

2. Background/Issues

Use of the Council Seal is required where Council, as a body corporate, executes a document.

The *Local Government Act 1989* (s.5(2) and (3)) prescribes that a Council must have a common seal, and that the common seal must –

- a. bear the name of the Council (which name may refer to the inhabitants of the municipal district) and any other word, letter, sign or device the Council determines should be included; and
- b. be kept at the Council office; and
- c. be used in accordance with the local laws of the Council.

Council's Meeting Procedure Local Law (2013) prescribes the use of Council's Common Seal and the authorized officers who must be present and sign every document to which the common seal is affixed.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

2. *A Well Governed and Leading Organisation: Operating with innovation, transparency, accountability and sustainability*
 - 2.6 *Ensure timely compliance with statutory and regulatory obligations.*

4. Financial Considerations

There are no financial considerations relating to the use of the Council Seal.

5. Consultation/Public Submissions

Not applicable.

6. Risk Analysis

Ensuring that the Council Seal is only affixed in accordance with a resolution of Council controls the potential risk of the Seal being incorrectly affixed to a document.

7. Options

Not applicable.

LIST OF APPENDICES

1. Documents for Signing and Sealing - dated 1 May 2017

12.2 ADVISORY COMMITTEES OF COUNCIL - AGGREGATED MEETING MINUTES

Author: Tracy Spiteri - Governance Coordinator
Presenter: Kel Tori - Chief Executive Officer

PURPOSE OF REPORT

To present the aggregated minutes of Advisory Committee meetings yet to be considered by Council.

RECOMMENDATION:

That Council:

1. note the minutes of Advisory Committee meetings at **Appendix 1** and **2**
2. adopt recommendations arising within the minutes.

REPORT

1. Executive Summary

In accordance with section 3(1) of the *Local Government Act* 1989 (the Act), Council may establish a) Advisory Committees for the purpose of providing advice, or b) Special Committees which are delegated powers, duties or functions of Council. The establishment of an Audit Committee, considered an Advisory Committee of Council, is dealt with under section 139 of the Act.

A Council appointed Advisory Committee meeting where at least one Councillor attends and which considers matters that are intended or likely to be the subject to a decision of Council, is considered an assembly of Councillors. In accordance with section 80A of the Act, a written record of an assembly of Councillors must, as soon as practicable, be reported at an ordinary meeting of the Council. The minutes of the Advisory Committees attached to this report forms the written record of the assembly detailing matters considered and any Councillor conflicts disclosed.

2. Background/Issues

Advisory Committees are established by a resolution of Council. The role of an Advisory Committee, including the limits of power, are clearly defined in the Terms of Reference adopted by Council.

The membership of Committees will vary depending upon its specific role. Committee membership will generally comprise a Councillor/s, council staff and community representatives and may include key stakeholders, subject matter experts and/or community service providers and organisations.

Councillor representation on Advisory Committees is generally for one year and is reviewed annually at the Statutory Meeting of Council. Councillor representation on current Council Committees and to other organisations for 2017 were adopted by Council at the Ordinary Meeting held 21 November 2016.

Advisory Committees meet regularly during the year and minutes of all meetings are scheduled to be presented at the next Ordinary Meeting of Council.

Advisory Committee Meetings minutes attached to this report for Council acknowledgement and endorsement:

Meeting Date	Advisory Committee	Attached
29 March 2017	Community Safety Advisory Committee Meeting Minutes	Appendix 1
6 April 2017	Disability Advisory Committee Meeting Minutes	Appendix 2

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

2. A Well Governed and Leading Organisation: Operating with innovation, transparency, accountability and sustainability

2.3 Facilitate community engagement in planning and decision making

4. Financial Considerations

Advisory Committees are not responsible for operational expenditure and cannot direct Council officers to act without the consent of Council. Operational expenses and administrative actions arising from an Advisory Committee meeting are accommodated within Council's recurrent budgets, unless otherwise requested within the minutes of the meeting and detailed in a recommendation to Council for consideration.

5. Consultation/Public Submissions

Advisory Committees are one method of Council consulting and communicating with the community. Such a Committee may be established to provide strategic level input into a broad area of Council operations, such as community safety or arts and culture. An Advisory Committee may also be established for a specific time-limited project, such as a review of a Local Law.

6. Risk Analysis

With a mandatory responsibility to report to Council and restricted to making recommendations for Council consideration, risks attached to Advisory Committee actions are substantially mitigated.

It is prudent for Council to carefully consider any and all recommendations arising from Advisory Committee minutes, as Advisory Committees may canvass significant issues and significant expenditure in their deliberations.

7. Options

Advisory Committees are a Committee of Council, therefore Council has the discretion to accept, reject, amend or seek further information on any of the Committee minutes and/or recommendations

LIST OF APPENDICES

1. Community Safety Advisory Committee Meeting Minutes - dated 29 March 2017
2. Disability Advisory Committee Meeting Minutes - dated 6 April 2017

12.3 RESPONSE TO NOTICE OF MOTION 464 - PARKING CONCERNS STIRLING TERRACE, MELTON WEST

Author: Matthew Hutchinson - Design and Traffic Coordinator
Presenter: Luke Shannon - General Manager Planning & Development

PURPOSE OF REPORT

To respond to Notice of Motion 464 in relation to parking concerns on Stirling Terrace, Melton West.

RECOMMENDATION:

That Council:

1. construct indented parking bays in Stirling Terrace to allow vehicles to park off the street and avoid blocking the road
2. construction of these parking bays being included in the Capital Works Program for 2017/18 within the Road Safety Around Schools program.

REPORT

1. Executive Summary

This report responds to Notice of Motion (464) from the ordinary meeting of Council held on 6 March 2017, to investigate parking issues in Stirling Terrace, Melton West.

Stirling Terrace is a 'Part Way is OK' location that encourages parents to drop off and pickup their children away from the congested Bulmans Road where the schools are located. This is creating some issues with parents parking illegally in Stirling Terrace and inconveniencing residents.

As a result of these complaints Council's Engineering department has prepared a design for indented car parking bays on the reserve side of Stirling Terrace to provide legal parking for parents and residents. This project was proposed to be included in the 2017/18 Capital Works Program – Road Safety Around Schools program, with an estimated cost of \$30,000.

Constructing these indented car parks allows vehicles to park off the street and not block the roadway, providing extra car parking for parents and reducing congestion on Bulmans Road, along with enhancing the 'Part Way is OK' program.

2. Background/Issues

At its Ordinary Meeting of Council held on 6 March 2017 Council resolved via a Notice of Motion (464) 'That Council Engineers prepare a brief report regarding parking concerns in Stirling Terrace, Melton West and the streets surrounding Catholic Regional College (CRC) and St Catherine's Primary School.'

Catholic Regional College (CRC) and St Catherine's Primary school are located on Bulmans Road south of Sovereign Boulevard as per **Appendix 1**. The schools have a combined school population of over 1500 students. This results in significant parking issues at school pickup and drop off times, with many parents driving to pick up their children.

Catholic Regional College, St Catherine's Primary and Council have implemented a number of treatments to mitigate parking and congestion issues, with some successes in improving pedestrian safety and increasing students traveling by bus. One of the initiatives was to establish a 'Part Way is OK' pickup and drop off location on Stirling Terrace. This provides parents the opportunity to drop off their children in this quiet street avoiding further congesting Bulmans Road. Children walk to the school from this location crossing the pedestrian bridge over Arnolds Creek West (**see Appendix 2**). This initiative was signed and promoted by the schools in the school newsletters and installed in 2011.

As more parents have been parking in Stirling Terrace there have been some issues with illegal parking. City Amenity and Compliance Officers attending Stirling Terrace have found that some cars had been parked too close to the road bend (within 3m of the dividing line), parked on the reserve side nature strip and parking in a manner which does not leave the required 3m clear space between parked vehicles (parked on each side of the road) in this area during school pick up times.

This has resulted in four complaints since 2012 by Stirling Terrace residents who have found it difficult to drive through their street or access their crossover due to parked vehicles blocking the road.

As a result of these complaints Council's Engineering department has prepared a design for 13 indented parking bays on the reserve side of Stirling Terrace to provide legal parking for parents and residents. See **Appendix 2** for location of the proposed indented bays. This project was proposed to be included in the 2017/18 Capital Works Program – Road Safety Around Schools program, with an estimated cost of \$30,000.

This project will allow vehicles to park off the street and not block the roadway, providing extra car parking for parents and take congestion away from Bulmans Road and further enhance the 'Part Way is OK' program.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth: A clear vision to connect and develop a sustainable City
 - 1.5 Support a transport system that connects and moves our community

4. Financial Considerations

The estimated cost to construct the indented bays is \$30,000. Option 2 to install no standing signs would cost approximately \$1,000.

5. Consultation/Public Submissions

No consultation with residents has been done to date. Consultation will be conducted with residents on Stirling Terrace informing them of the works prior to any construction commencing.

6. Risk Analysis

Each option proposed creates the following risks:

- There are no risks associated with option 1.
- Option 2 greatly reduces the parking spaces for parents and could result in further parking issues on Bulmans Road.
- Option 3 creates the risk of parents no longer using the 'part ways ok' site as it is difficult to find a legal park. Additionally Stirling Terrace residents could still be inconvenienced by illegal parking as it is difficult for City Compliance to be constantly enforcing illegal parking.

7. Options

Council can resolve to:

1. Install indented parking bays on Stirling Terrace as part of the 2017/18 Road Safety Around Schools program;
2. Install no standing signs on Stirling Terrace on the reserve side to ensure a clear 3m clear road way and remove the 'Part Way is OK' signage and inform the school; or
3. Do nothing and continue to enforce illegal parking.

LIST OF APPENDICES

1. Site Plan - dated 13 April 2017
2. Indented Bay Locations - dated 13 April 2017

12.4 RESPONSE TO NOTICE OF MOTION 459 - MELTON AFRICAN COMMUNITIES WORKING GROUP

Author: Essan Dileri - Intercultural Development Officer
Presenter: Maurie Heaney - General Manager Community Services

PURPOSE OF REPORT

To provide information on the formation of the African Communities Working Group under the auspice and guidance of Council's Culturally and Linguistically Diverse Advisory Committee.

RECOMMENDATION:

That Council forms an African Communities Working Group under the auspice and guidance of Council's Culturally and Linguistically Diverse Advisory Committee.

REPORT

1. Executive Summary

At the Ordinary Meeting of Council on 6 March 2017, a Notice of Motion 459 was tabled stating:

That Officers prepare a report regarding the formation of an African Community Working Group under the auspice and guidance of Council's CALD Advisory Committee, with the specific task of developing recommendations and a community action plan to support and empower communities to address issues in the short and long term. The report is to make recommendations about this proposed community based working group, including Terms of Reference and membership

Council is committed to creating an inclusive community through actively engaging with people from all backgrounds. As a result, it is recommended that Council establishes an African Communities Working Group (the Group) under the auspice of the existing Culturally and Linguistically Diverse Advisory Committee (CALDAC).

The proposed Terms of Reference for the Group is attached as **Appendix 1**.

2. Background/Issues

The City of Melton enjoys a rich cultural diversity across many different groups within our community. The many backgrounds, heritages, and experiences that its people bring to the community make it a vibrant and strong municipality.

In recent years, the City has experienced an increase in migration from people of African heritage settling in different areas of the municipality and inspiring the community with their vibrant and rich culture.

The purpose of the proposed African Communities Working Group is to promote understanding, positive relationships, and provide advice to CALDAC and Council on matters related to the African communities living in the municipality.

The Group is established based on a Terms of Reference stipulating the composition and operating arrangements. It is proposed that the Group has up to 12 members including:

- existing members of the CALDAC who are from an African background (first choice)
- representatives from local African community associations and groups
- Council Officers

Councils Coordinator of Community Capacity and the Intercultural Development Officer are appointed to provide support to the Group.

It is proposed that the ACWG will not have a Councillor representative due to the fact that it is a working group reporting to the CALD committee of which currently have two Councillors representing Council.

Nominations for representation from local African community associations and groups will be sought via a public Expression of Interest process, which will be advertised in the local media, also with a letter being forwarded to relevant groups and agencies for awareness.

Meetings will be quarterly, and will be scheduled to provide maximum benefit to the work with CALDAC and Council.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

3. Diverse, Confident and Inclusive Communities: A culturally rich, active, safe and connected City

3.5 Build an inclusive community that embraces and values cultural diversity and celebrates our collective heritage

4. Financial Considerations

Facilitation of the Group will be supported by Council's Intercultural Development Officer. Resourcing of initiatives proposed by the Group will be subject to alignment with Council's proposed Intercultural Plan 2017-2021.

5. Consultation/Public Submissions

Some consultation with members from the African community and members of CALDAC has occurred prior to the preparation of this report.

6. Risk Analysis

Nil.

7. Options

Council has the option to:

1. endorse the Officer's recommendation as presented; or
2. not endorse the establishment of the African Communities Working Group.

LIST OF APPENDICES

1. African Communities Working Group Terms of Reference - undated

12.5 COUNCIL AND WELLBEING PLAN 2017-2021 (DRAFT)

Author: Kate Waters - Coordinator Social Planning and Wellbeing
Presenter: Maurie Heaney - General Manager Community Services

PURPOSE OF REPORT

To present the draft Council and Wellbeing Plan 2017-2021.

RECOMMENDATION:

That:

1. Council endorses the draft Council and Wellbeing Plan 2017-2021 at **Appendix 1**.
 2. Council authorise the draft Council and Wellbeing Plan 2017-2021, to be placed on public exhibition for 28 days pursuant to Section 129 of the *Local Government Act* 1989.
 3. A report be presented at the 26 June 2017 Ordinary Council Meeting on completion of the public exhibition period and the final Council and Wellbeing Plan 2017-2021 be considered for formal adoption.
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REPORT

1. Executive Summary

The draft Council and Wellbeing Plan 2017-2021 has been prepared in accordance with the *Local Government Act* 1989 ('the Act') and *Public Health and Wellbeing Act* 2008. For the first time, the Municipal Public Health and Wellbeing Plan (MPHWP) has been integrated into the Council Plan. By doing this, Council recognises the need for a high level approach to addressing poor health outcomes and preventing ill health, and acknowledges that every area of the organisation can make an impact on community health and wellbeing.

The draft Council and Wellbeing Plan 2017-2021 has been informed by extensive engagement with community, partner agencies, Council officers and Councillors, as well as a review and analysis of relevant research and data.

The vision statement – *A Thriving Community Where Everyone Belongs*, will be achieved through the implementation of five themes:

- Theme one: A proud, inclusive and safe community
- Theme two: A thriving and resilient natural environment
- Theme three: A well planned and built City
- Theme four: A strong local economy and lifelong learning City
- Theme five: A high performing organisation demonstrating leadership and advocacy.

Each theme has a number of objectives, strategies and performance indicators. Annual action plans will be developed to implement the Plan, with regular progress reporting to Council.

Should Council adopt the report recommendations, the draft Council and Wellbeing Plan 2017-2021 will be placed on public exhibition for 28 days, pursuant to Section 129 of the Act.

Any submissions to the draft will be made under a Section 223 Committee hearing of Council on 6 June 2017.

The final Council and Wellbeing Plan 2017-2021 will be presented at the Ordinary Council Meeting on 26 June 2017 for Council's consideration.

2. Background/Issues

Legislative context

The draft Council and Wellbeing Plan 2017-2021 has been prepared in accordance with the Act and the *Public Health and Wellbeing Act 2008*.

Under the *Local Government Act*, every Council must develop a new Council Plan within the period of six months after Council elections or by the 30 June the following year, whichever is later. The Council Plan sets the strategic direction for Council operations over a four year period.

Under Section 125 of the Act the Council Plan must include:

- a. the strategic objectives of the Council
- b. strategies for achieving the objectives for at least the next 4 years
- c. strategic indicators for monitoring the achievement of the objectives
- d. a Strategic Resource Plan containing the matters specified in section 126 of the Act
- e. any other matters which are prescribed by the regulations.

Under the *Public Health and Wellbeing Act 2008*, every Council is required to develop a Municipal Public Health and Wellbeing Plan (MPHWP). MPHWPs must be developed every four years, aligning with the timing of new Council Plans.

Under Section 26 of the *Public Health and Wellbeing Act 2008*, a MPHWP must:

- a. include an examination of data about health status and health determinants in the municipal district
- b. identify goals and strategies based on available evidence for creating a local community in which people can achieve maximum health and wellbeing
- c. provide for the involvement of people in the local community in the development, implementation and evaluation of the public health and wellbeing plan;
- d. specify how the Council will work in partnership with the Department and other agencies undertaking public health initiatives, projects and programs to accomplish the goals and strategies identified in the public health and wellbeing plan
- e. be consistent with -
 - i. the Council Plan prepared under section 125 of the Act 1989
 - ii. the municipal strategic statement prepared under section 12A of the *Planning and Environment Act 1987*.

Inclusion of the MPHWP into the Council Plan is permitted under Section 27 of the *Public Health and Wellbeing Act 2008*. This is the first time Council has integrated the MPHWP into its Council Plan and by doing this aims to:

- recognise that all areas of Council have an impact on the health and wellbeing of the community
- ensure a whole of Council and community approach to promoting and protecting community wellbeing
- align strategic planning, objectives and indicators.

Development of the draft Council and Wellbeing Plan 2017-2021

The draft Council and Wellbeing Plan 2017-2021 has been informed by extensive consultation with the community, partner agencies, Council officers and Councillors. In addition, a review and analysis of relevant research and data was completed.

The consultation and research process was designed and led by Council. Throughout 2016 community members, partner agencies and Council officers were invited to share their hopes and aspirations for the future and to identify aspects of the municipality that they would like to see improved or protected. The consultation methodology offered multiple avenues for engagement including a survey, through schools, community programs, festivals and events and online platforms. Two community forums were also held.

The outcomes of these were presented to Councillors and worked-shopped at the Budget and Planning weekend on Saturday 25 February 2017.

The result is a draft Council and Wellbeing Plan that considers strategic issues and opportunities, detailing Council's strategic direction and how it will be achieved over the next four years.

It provides a new Vision, describing how Council sees the development of the City in years to come: *A Thriving Community Where Everyone Belongs*.

Achievement of this Vision will be delivered through the following themes, each containing a number of objectives, strategies and performance indicators:

- Theme one: A proud, inclusive and safe community
- Theme two: A thriving and resilient natural environment
- Theme three: A well planned and built City
- Theme four: A strong local economy and lifelong learning City
- Theme five: A high performing organisation demonstrating leadership and advocacy.

Inclusion of the MPHWP has been integrated throughout the document and especially through the following areas:

- Inclusion of a Wellbeing Commitment – reinforcing Council's commitment to promoting and protecting the wellbeing of its community
- Health and Wellbeing Icons – indicating objectives, strategies and performance indicators that have a strong health and wellbeing focus
- Basing the themes on the Environments for Health framework – acknowledging the need for mutually reinforcing social, natural, physical and economic environments.

The draft Council and Wellbeing Plan 2017-2021 is presented at **Appendix 1**.

Implementation and Monitoring

The Council and Wellbeing Plan is implemented through annual action plans and reviewed annually to ensure it reflects the evolving needs of our community. The progressive achievement of the Council and Wellbeing Plan is reported in Council's Annual Report.

Alignment with key strategic documents

The development of the Council and Wellbeing Plan was deliberately aligned with the development of a number of key strategic documents including *Melton City 2036 – The City We Imagine* and the *Municipal Strategic Statement*. The process to develop these documents has been shared and therefore each document reinforces and reflects the other.

This shared foundation has established a strong strategic base to develop other key documents including the Municipal Early Years Plan and Environment Plan over the coming

four year period.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

2. A Well Governed and Leading Organisation: Operating with innovation, transparency, accountability and sustainability
 - 2.1 *Build community trust through socially responsible governance for long term sustainability*

4. Financial Considerations

The Council and Wellbeing Plan 2017-2021 is financed through the Strategic Resource Plan. Both the Council Plan and Strategic Resource Plan are reviewed annually and are aligned with the Annual Action Plan, Budget, and Capital Works Program.

5. Consultation/Public Submissions

The draft Council and Wellbeing Plan 2017-2021 has been informed by extensive community, partner agency, Council officer, and Councillor engagement.

Through surveys, schools visits, community festivals, events, and online forums, over 2,200 community members provided input to the Council and Wellbeing Plan 2017-2021. A further 45 community members and partner agencies attended one of two community forums, in Caroline Springs in November 2016 and in Melton township in December 2016.

Pursuant to Section 129 of the Act, the draft Council and Wellbeing Plan will be placed on public exhibition for 28 days. Pending Council adoption of this report, the draft Council and Wellbeing Plan will be made available for viewing on Council's website and at Council Civic Centre's and Libraries from 4 May 2017 until 5.00pm, 1 June 2017.

Any submissions to the draft will be made under a Section 223 Committee hearing of Council on 6 June 2017.

The final Council and Wellbeing Plan 2017-2021 will be presented at the Ordinary Council Meeting on 26 June 2017 for Council's consideration to adopt the Plan.

6. Risk Analysis

Endorsement of the draft Council and Wellbeing Plan 2017-2021 and subsequent public exhibition of the document will ensure compliance with the relevant legislation and enable the timely submission of the Council and Wellbeing Plan 2017-2021 to the Minister.

7. Options

Nil.

LIST OF APPENDICES

1. Draft Melton City Council - Council and Wellbeing Plan - dated 2017-2021

12.6 MELTON INTERCULTURAL PLAN 2017-2021

Author: Essan Dileri - Intercultural Development Officer
Presenter: Maurie Heaney - General Manager Community Services

PURPOSE OF REPORT

To present to Council the Melton City Council Intercultural Plan 2017-2021.

RECOMMENDATION:

That Council adopt the Melton City Council Intercultural Plan 2017-2021 attached at **Appendix 1**.

REPORT

1. Executive Summary

Melton is an increasingly diverse community, welcoming residents from many cultural heritages and languages. According to the 2011 Australian Census, more than 28 per cent of Melton's population was born overseas. This accounts for approximately 30,322 people, and given that the Census data is from 2011, it is likely that this figure has increased again.

However, Council's work in the Intercultural space does focus exclusively on members of the community from overseas backgrounds. Council's work acknowledges that all people have a cultural heritage and can share that heritage with others to develop a socially cohesive community.

The Intercultural Plan (**Appendix 1**) contributes to Council's mission to support the growth, wellbeing and aspirations of our community through leadership, excellence and inclusion. It provides a roadmap for Council's work in the intercultural space.

2. Background/Issues

Given the increasing diversity within Melton, it is appropriate for Council to plan how to best celebrate and support community members from different cultural heritages. As a result, Council has developed the Intercultural Plan 2017-2021 which articulates Council's aspirations for, and commitment to, working with the community to stimulate social cohesion amongst all people.

The Plan focuses on key actions to enhance Council's capacity to meet the needs and aspirations of people from diverse backgrounds, and stimulate conversation, awareness, initiatives, and relationships across the community. It takes a multi-generational approach and links the needs of all generations by providing a safe and nurturing space for them to grow and contribute.

Fundamental to community wellbeing and inclusion, 'Social Cohesion' is determined by the levels of attachment and group identity, sense of belonging, participation, and shared vision amongst people in the community. It requires shared universal values, mutual respect and common aspirations, and is not just an outcome, but rather a continuous process toward achieving social harmony.

Building on Council's existing policies and plans, the Plan seeks to contribute to an inclusive community that embraces and values cultural diversity, celebrates our collective heritage,

and promotes social cohesion through four key themes:

- Embrace Cultural Diversity
- Strengthen Community Participation
- Enhance Organisational Responsiveness
- Support Leadership and Advocacy

These collectively build on the strengths and self-determination of individuals and community groups from all backgrounds, to collectively ensure that our community grows in its understanding and recognition of cultural diversity and its benefits.

An associated Action Plan sets out specific and measurable key actions to provide culturally responsive and inclusive service delivery, increase participation and access to services and resources, and build skills and capacity in the community.

The Plan applies intercultural principles and adopts an intercultural approach to working with the communities focusing on enrichment and inclusion to remove barriers from participation. Council adopts the terms 'intercultural' and 'interculturalism' in our work to recognise that every person has a cultural background that is celebrated through shared experiences. Interculturalism is distinct from multiculturalism because it deliberately pursues interaction and the sharing of experiences between people of different cultures, whereas multiculturalism describes a society consisting of many cultures living side by side without necessarily enjoying the benefits that interaction can bring.

Interculturalism adds a new layer by addressing the bi-directionality and mutuality needed in an authentic sharing of cultural contexts. This means that it recognises that all of us have a culture, we all have beliefs, and we all have a language. It is not only minority groups, or recent arrivals who demonstrate cultural diversity – we all do. And when we interact with each other, we each share some of this diversity, both learning from the other person and also teaching them.

The Plan was presented to the Culturally and Linguistically Diverse Advisory Committee (CALDAC) at the extraordinary meeting called in August 2016. Recommendations from the members of the Committee have been incorporated into the Plan now presented to Council. The Committee members have been kept up to date in relation to the progress towards finalising the Plan in the two subsequent meetings of the Committee.

The Plan articulates Council's express desire to work closely and collaboratively with people from all backgrounds in building the capacity of our residents. If adopted, it is proposed that the Plan will be launched in May 2017.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

3. Diverse, Confident and Inclusive Communities: A culturally rich, active, safe and connected City

3.5 Build an inclusive community that embraces and values cultural diversity and celebrates our collective heritage

4. Financial Considerations

A number of initiatives identified in the Plan are achievable within existing resources and operational budget. However, some actions will require consideration of additional resources through the budget process, and some are subject to successful external funding applications.

As a result, adopting the Plan may have some budgetary impact over the four year life of the Plan. However, oversight of the potential impact is provided through the annual budget process and Executive leadership.

5. Consultation/Public Submissions

To develop the Melton City Council Intercultural Plan 2017-2021, key stakeholder agencies were consulted including local service providers, relevant state government bodies, local community and faith based networks and groups, community leaders and Council staff.

Focus groups, surveys and individual interviews were the main ways information was collected. Where required, interpreters have been used to assist individuals and groups with limited English language skills.

Surveys were also completed by community members at the Melton City Council Engagement Expos, and two public workshops were held in Melton and Caroline Springs, for which interpreters were provided.

Themes covered during consultation included access and equity, community capacity, social cohesion, collaboration and service delivery.

A desktop review of current research and experience in the intercultural field was also conducted, and has been used to ensure the context for the Plan is relevant to current policy directions.

In addition, data obtained through community surveys and community workshops with people from diverse backgrounds has been used to inform the content of the Plan.

In total, the input of 416 people has been considered in developing the Plan.

6. Risk Analysis

There is no risk identified in endorsing the recommendation contained in this report.

7. Options

Council has the option to:

1. adopt the recommendation as presented
2. not endorse the Officer's recommendation.

LIST OF APPENDICES

1. Melton City Council Intercultural Plan - dated 2017-2021

12.7 RESILIENT MELBOURNE PROJECT - FINANCIAL CONTRIBUTION

Author: Matthew Wilson - Manager Community Planning
Presenter: Maurie Heaney - General Manager Community Services

PURPOSE OF REPORT

To seek endorsement of a financial contribution of \$45,000 to the Resilient Melbourne Delivery Office over three years commencing in 2017/18 and ceasing in 2019/20.

RECOMMENDATION:

That Council financially support the Resilient Melbourne Delivery Office with a \$45,000 contribution over three years commencing in 2017/18 and ceasing in 2019/20.

REPORT

1. Executive Summary

Council has been a participant in the development of the Resilient Melbourne Project since its inception in 2014. The project is part of the 100 Resilient Cities (100RC) global initiative established by the Rockefeller Foundation and focuses on strategies to foster the long-term viability, safety and wellness of the communities in Melbourne both now and into the future. The project is about the sustainability of our way of life in Melbourne in the context of change.

The project operates under the auspice of the City of Melbourne, and covers 32 local government areas within the broader metropolitan Melbourne footprint. The City of Melton is one of these 32 local government areas.

Council endorsed the Resilient Melbourne Strategy at the Ordinary Meeting of Council on 27 June 2016. The 27 June 2016 report noted that 'if there is any future funding request related to the Strategy, this will be presented to Council via a Council report.' Presented now in this report is a formal request from the Resilient Melbourne Delivery Office to provide financial support to the project. The request is for a total of \$45,000 over a three (3) year period commencing in 2017/18 and ceasing in 2019/20.

2. Background/Issues

Melbourne is a city that spans approximately 10,000km² and will be home to an estimated 7.7 million people by 2051.

Melbourne is not immune to challenges that can affect the livability and sustainability of the city and its residents. Issues such as unemployment, housing affordability, anti-social behaviour, and family violence are examples of issues that can weaken a society. Additionally, emergency events such as a pandemic, heat wave, bushfires and flooding occur and affect the lives of Melbournians.

The impact of issues or events such as those noted above is felt across municipal boundaries, and coordinated collaborative responses are essential to ensure positive outcomes for residents. The Resilient Melbourne Delivery Office provides a coordinating role across metropolitan Councils as they work collaboratively to implement the Resilient Melbourne Strategy and proactively address these challenges. Whilst the Delivery Office

operates under the auspice of the City of Melbourne, its brief is to facilitate the implementation of the Strategy across the breadth of metropolitan Melbourne inclusive of the City of Melton.

A total of 33 actions are identified in the Strategy and the actions have been designed so that Councils can choose to become further involved where benefit is identified and alignment with existing Council strategic directions and plans is achieved. Three (3) Flagship actions are identified as having potential for metropolitan wide impacts and transformational outcomes for Melbourne. The three (3) Flagship actions are:

- Metropolitan urban forest strategy,
- Emergency management community resilience framework for Victoria, and
- The metropolitan cycling network.

It is the view of officers that these flagship actions above represent potential direct benefit to the City of Melton and are consistent with Councils existing commitments in street tree planting, emergency management preparedness, and integrated transport strategy. These three actions will enhance environmental outcomes, community resilience to emergency events, and health and wellbeing through physical activity.

Council has been involved with the Resilient Melbourne project from 2014, with Mayors, Executive, and Officers participating in workshops, initiatives and the official launch. Council endorsed the Resilient Melbourne Strategy at the Ordinary Meeting of Council on 27 June 2016.

Implementation of the Strategy through the Delivery Office comes at some cost, and it is appropriate for the City of Melbourne to invite metropolitan Councils to contribute financially to the project. It was noted in the report to Council at the 27 June 2016 Ordinary Meeting that 'If there is any future funding request related to the Strategy, this will be presented to Council via a Council report.' This report now seeks Council's endorsement to make a financial contribution to the project.

The amount sought by the Delivery Office is a total of \$45,000 over a three (3) year period commencing in 2017/18 and ceasing in 2019/20. There is the option to contribute in one payment of \$45,000 in 2017/18, or in three (3) payments of \$15,000 per annum for three (3) years. It is the recommendation of this report that Council opt for the three (3) payments per annum commencing in 2017/18.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

2. A Well Governed and Leading Organisation: Operating with innovation, transparency, accountability and sustainability
 - 2.1 *Build community trust through socially responsible governance for long term sustainability*

4. Financial Considerations

Endorsement of the recommendation in this report will result in a new budget line being created for the support of the Resilient Melbourne Delivery Office, inclusive of \$15,000 per annum for three (3) years commencing in 2017/18.

5. Consultation/Public Submissions

Nil.

6. Risk Analysis

The subject of this report is limited to seeking Council endorsement to make a financial contribution to the Resilient Melbourne Delivery Office. Council is one of the partnering local government authorities in the project.

Endorsing the recommendation in the report carries no identified risk.

Choosing to not make a financial contribution to the project may result in limiting the scope of future involvement for Council.

7. Options

Council has the option to:

1. endorse the recommendation in the report
2. not make a financial contribution to the Resilient Melbourne Delivery Office.

LIST OF APPENDICES

Nil

12.8 UPDATE ON ACCESS AND ACTIVITY AT THE WILLOWS HISTORICAL PARK

Author: Glenn Mulcahy - Recreation Coordinator
Presenter: Maurie Heaney - General Manager Community Services

PURPOSE OF REPORT

To provide an update on activities and events that has increased activation of the Willows Historical Park over the past 12 months.

RECOMMENDATION:

That Council:

1. note the activities and events contained within this report and the ongoing community access to be provided to the Willows Historical Park
2. endorse the ongoing opening of the Park to the public on weekends.

REPORT

1. Executive Summary

A Notice of Motion (NOM) was tabled at the 21 October 2014 Ordinary Meeting of Council requesting:

“That Council Officers explore other opportunities for increased access to the Willows Park and the Homestead with a future report to be presented to Council for consideration.”

A Council report was tabled at the 8 September 2015 Ordinary Meeting of Council. A motion was carried at that time that Council note the report and officers seek community feedback via public consultation on ideas to increase usage, access and patronage of the Willows Historical Park and Homestead.

A subsequent report was tabled at the 2 May 2016 Ordinary Meeting of Council with the below recommendations adopted:

That Council:

1. *Work with the Melton Historical Society to increase access to the Willows Homestead;*
2. *Provide public access to the Willows Historical Park on weekends for a trial period of one year;*
3. *Endorse the opening hours of the Willows Historical Park on weekends to vary between 9am and 9pm, subject to daylight savings and existing user agreements; and*
4. *Deliver Council run activities and events to increase activation in the Willows Historical Park.*

As a result of committing to delivery of an activation plan, the past 12 months has seen increased activation of the site with existing tenants and Council programs working in collaboration to deliver positive community outcomes.

2. Background/Issues

The Willows Historical Park consists of Dunvegan Cottage, Mac's Cottage, the Melton Men's Shed, the Barn, the Willows Homestead, Melton and District Historical Society Museum and the surrounding grounds. The Melton and District Historical Society (Historical Society) has operated from the Homestead since the 1970s when Council purchased and restored the property. The Melton Men's Shed was opened on-site in 2009 and in 2014 the Vietnam Veterans Association Australia (Melton and District Sub-Branch) took up operations in Mac's Cottage.

Dunvegan Cottage and the Willows Park grounds are currently hired out to community users in accordance with the Community Facilities Access Policy. The park is treated as a facility for hire under the Policy and it is possible to book exclusive use of the park grounds for private functions or other commercial uses. It is noted that the Willows Homestead building is unavailable for community or private bookings because of the absence of running water or toilet amenities inside the building.

Current tenants include the Willows Quilting Group, Australian Plant Society, Brigitte's Dog School, Australian Plants Society, Melton Women Aglow, Science of Meditation, Western Vehicle Restorers Club, Vietnam Veterans, the Historical Society and Women' Health West.

In 2016 to the present day ongoing and casual bookings of Dunvegan Cottage and/or the Willows park grounds total 313 which compares favourably to the 260 reported in 2015.

In addition to booking numbers, a range of works and new activation activities have been undertaken by Council in partnership with existing tenants to increase "anytime" visitation to the park the past 12 months include:

- Delivery of more Council Programs at the site. Recent example is Active April held Tuesday 4, driven by Community Services, 990 people signed in for the day, many physical activations provided for young families, and the Willow's homestead was open with expert knowledge provided by the Historical society was a great success. Positive feedback from the event indicated that return visitation to the Park is likely;
- Construction of a storage shed in the barn which is now ready for use, that will now allow the Historical Society to open their museum to the community;
- A new partnership between Bridget's Dog School and the Vietnam Veterans has seen training for assistance dogs commence for returned servicemen. Early indications suggest that this program has great potential to make meaningful improvements to the quality of life of returned servicemen;
- All existing tenants have expressed an interest in being a part of an events calendar being delivered during daylight saving periods to attract new casual visitors, promote the various tenants activities to the park that will be promoted onsite;
- Ongoing dialogue with the Melton Historical Society with Council providing operational advice on various activation options including offering historical tours to interested community groups and schools;
- Opening the Willows Historical Park gates from dawn until dusk on weekends;
- The Park and Homestead was open for Australia Day weekend celebrations; and
- Anecdotal evidence supplied by existing tenants and Council officers suggest that more visitors used the Park during the trial period to relax and enjoy the grounds

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth: A clear vision to connect and develop a sustainable City

1.2 Build a sense of place through an engaging range of community facilities and shared open spaces

4. Financial Considerations

Revenue from bookings of the Willows Historical Park was \$12,269 in the 2015-2016 financial year with \$13,157 secured up to 31 March in the 2016-17 financial year.

Annual cost of resources to activate the Willows Historical Park, through work with the Historical Society, programmed activities, and public access is estimated to be \$55,000 per annum. This enables staff resources to coordinate the activation of the park and provide for security costs associated with opening and closing the park on weekends when required.

5. Consultation/Public Submissions

Current tenants of the park have been consulted and participated in the Parks activation. All feedback to date has been positive in nature. The current tenants are in the process of supporting officers development of the 2017/18 activation plan with many exciting initiatives to engage the community being developed with officers recommending the Park remain open on weekends.

6. Risk Analysis

In previous reports concerns regarding disruption caused by additional 'walk up' visitors could cause disruption to existing tenants and increase the chance of theft, vandalism and graffiti. In addition a further risk identified was a reduction in annual revenue. To date, none of the identified risks have been a cause for concern over the past 12 months operation.

7. Options

Council has the following options:

1. endorse the recommendation as presented
2. provide alternative direction to Officers.

LIST OF APPENDICES

Nil.

12.9 PLANNING APPLICATION PA 2016/5138 - CONSTRUCT A 40 METRE HIGH TELECOMMUNICATIONS FACILITY AT 1200 - 1220 MOUNT COTTRELL ROAD, MELTON SOUTH

Author: Diana Au - Senior Major Developments Planner
Presenter: Bob Baggio - Manager Planning Services

PURPOSE OF REPORT

To consider and determine a planning application to construct a 40m high telecommunications facility for the NBN at 1200 - 1220 Mount Cottrell Road, Melton South.

RECOMMENDATION:

That Council issue a Notice of Decision to Refuse to Grant a Permit subject to the grounds outlined in **Appendix 6** of this report.

REPORT

1. Background

Executive Summary

Applicant:	Visionstream Pty Ltd
Proposal:	40m telecommunications tower for the NBN
Existing Land Use:	Rural residential
Zone:	Urban Growth Zone - Schedule 3
Overlays:	Heritage Overlay - HO106 Development Contributions Plan Overlay - Schedule 3
Number of Objections:	Nil
Key Planning Issues:	Proximity to future residential development Consistency with the Toolern Precinct Structure Plan Appropriateness of site location Impact on amenity Appropriate infrastructure provision for residents
Recommendation:	Refuse application

The Land and Surrounding Area

The subject site has an area of 15 hectares and is located on the western side of Mount Cottrell Road. Other features of the site are as follows:

- The site is regular in shape.
- It is not subject to any restriction or Section 173 Agreement.
- The property contains an existing dwelling and ancillary outbuildings, located adjacent to the northern boundary.

- An area of significant native trees and vegetation is located on the western part of the land.

The surrounding area can be characterised as rural residential with generally flat topography. Mount Cottrell Road is an unformed road, with an avenue of native trees on either side of the road.

The land is within the Toolern Precinct Structure Plan area, close to where the southern boundary of the PSP adjoins the Strathulloh Estate. The adjoining property to the south-west has a planning permit for a 284 lot staged subdivision known as the Millstone Estate. The proposed subdivision will be developed over six stages, with a range of lots sizes proposed.

Refer to **Appendix 1** for a locality plan.

The Application

The application proposes to construct a 40m high telecommunications facility for the wireless national broadband network.

The proposed development is summarised as follows:

- The facility will be in a monopole design and is to be located near the western boundary of the land.
- It will be accompanied by the usual compound building and security fence.
- It will be very similar to a recently constructed NBN facility in Ferris Road, Melton.

The applicants advise that NBN's proposed facility at 1200-1220 Mt Cottrell Road, Melton South is located just within the UGB because it needs to be centrally located to balance the broadband "traffic" on each of its antennas. This facility provides coverage to areas outside of the UGB, extending in excess of 6km to the south towards Boundary Road, and in doing so it fills the gap between the UGB and Eynesbury. It extends 8kms to the east towards Hopkins Rd, and also provides some temporary coverage to areas within the UGB until NBN Fixed line is provided as a part of a New Development.

Refer to **Appendix 2** for plans of the proposal

Planning Controls

Zone	Clause 37.07 – Urban Growth Zone Schedule 3	The applied zone for this site is the Rural Conservation. Under this zone a planning permit is required for a telecommunications facility.
Overlays	Clause 45.06 – Development Contributions Plan Overlay Schedule 3 Heritage Overlay Schedule 106	The proposed telecommunications facility does not attract any requirement to pay developer contributions. The subject site contains various sections of dry stone wall located to the western part of the site. It is understood that the proposal does not encroach into this area.
Particular Provisions	Clause 52.19 – Telecommunications Facilities	A permit is required to construct a building or construct or carry out works for a Telecommunications facility.

A full assessment of the proposal against the relevant State and Local planning policies is included in **Appendix 2**.

Is the land affected by a Restrictive Covenant?

The land is not affected by a Restrictive Covenant or a Section 173 Agreement.

Is the land of Cultural Heritage Sensitivity?

The land is not considered to be of cultural heritage sensitivity under the *Aboriginal Heritage Regulations 2007*.

2. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth.

1.1 Strategically plan for a well designed and built City.

3. Financial Considerations

No Council related financial considerations are involved with the application.

4. Consultation/Public Submissions**Public notification of the application**

The application was subject to notification under Section 52 (1) of the *Planning and Environment Act 1987*. The notification was satisfactorily completed in the form of letters being sent to adjoining property owners and occupiers, erecting a sign on site and a notice in the local newspaper. No objections were received.

Referral of the application

There are no statutory referrals required for the telecommunications facility.

This application was internally referred to Council's City Strategy and Environmental teams for review.

A complete list of responses is included in **Appendix 4**.

5. Issues**Planning Assessment**

A recommendation to not support the proposal is based on an assessment against the requirements of the Melton Planning Scheme including the Toolern Precinct Structure Plan.

Under the PSP, that part of the land where the facility is to be located is designated as part of a larger conservation reserve essentially to protect the existing remnant native vegetation which exists in this area. Further, future residential development is proposed adjoining this reserve, accessed from a proposed secondary arterial road which will run near the northern boundary of the site. The applicants indicate that they have investigated alternative sites, including land within Surbiton Park, however these sites were not suitable from a coverage perspective.

While it is acknowledged that this facility is needed to service rural areas within the municipality which will not have access to broadband, it is simply considered that this is the wrong site from a planning perspective. Such a significant and visually dominant facility in a future conservation reserve in close proximity to future dwellings has the potential to detrimentally affect the amenity of future residents.

It is therefore considered that the proposed telecommunication facility does not constitute orderly planning and should be refused.

6. Options

Council can either not support the application by issuing a Notice of Refusal or support the application by issuing a Notice of Decision to Grant a Permit.

7. Conclusion

The application has been assessed against the State Planning Policy Framework, Local Planning Policy Framework, Zone/Overlay provisions, the Toolern Precinct Structure Plan and Clause 65 of the Melton Planning Scheme.

It is considered that the proposal does not comply with the relevant requirements of the Planning Scheme.

Therefore, it is recommended that the application be refused as outlined in **Appendix 5**.

LIST OF APPENDICES

1. Locality Plan - dated 10 April 2017
2. Planning Assessment - undated
3. Grounds of Refusal - undated

12.10 PRECINCT PLAN CDZ2016/61 - FIVE-STOREY MIXED USE COMMERCIAL AND RESIDENTIAL BUILDING AND BASEMENT CAR PARKING AT 2 THE CROSSING, CAROLINE SPRINGS

Author: Cam Luong - Development Planner
Presenter: Bob Baggio - Manager Planning Services

PURPOSE OF REPORT

To consider the Precinct Plan for a five-storey mixed use commercial and residential building and basement car parking at 2 The Crossing, Caroline Springs.

RECOMMENDATION:

That Council approve the Precinct Plan for a five-storey mixed use commercial and residential building and basement car parking subject to the conditions outlined in **Appendix 6** of this report.

REPORT

1. Background

Executive Summary

Applicant:	Egg Architects Pty Ltd
Proposal:	Five-storey mixed use residential and commercial development and basement car parking.
Existing Land Use:	Generally vacant except for a temporary land sales office.
Zone:	Comprehensive Development Zone (Schedule 1)
Overlays:	None
Number of Submissions:	One objection and one submission in favour of the proposal.
Key Planning Issues:	Traffic and car parking Urban Design
Recommendation:	That Council approve the precinct plan.

The Land and Surrounding Area

The subject site is a relatively flat, irregular-shaped lot located on the north-west corner of the intersection of The Crossing and Caroline Springs Boulevard, Caroline Springs. The site has an area of 5,785 square metres with a frontage to The Crossing and sideage to Caroline Springs Boulevard. The site is currently vacant except for a temporary sales office servicing the recently constructed mixed use development located to the south on the opposite side of The Crossing. A high temporary corrugated metal fence has been constructed along both of the street frontages.

The site is located within the Caroline Springs town centre and opposite the southern end of Lake Caroline. The intersection of Caroline Springs Boulevard and The Crossing is controlled by a roundabout. Caroline Springs Boulevard is a four lane, split carriageway that

functions as the main traffic route into the Caroline Springs urban area. The Crossing is a dual carriageway that widens to include a central median strip on the approach to the intersection outside the subject site. The subject site enjoys a central location within Caroline Springs with excellent access to a range of commercial and community facilities.

Immediate land use interfaces are as follows:

North

Land to the north is occupied by a collection of vacant single and double storey buildings formerly used by Mowbray College. A two storey school building extending northwards into the site is setback 6 metres from the common boundary. A small lot dimensioned 4.2 metre by 10 metres contains an electrical cabinet surrounded by a galvanised iron fence.

South

A recently completed six storey mixed use development comprising commercial tenancies at ground level with residential apartments above is located immediately opposite the site on the south western corner of the intersection. Caroline Springs College Creekside Campus is located to the west of this development on The Crossing.

East

Public open space including pedestrian paths and Lake Caroline is located to the east of the site on the opposite side of Caroline Springs Boulevard. Land on the south-eastern side of the intersection has been developed with a five storey apartment building.

West

Land to the west of the proposed development site extends to the intersection of The Crossing and The Parade and is currently being developed for residential purposes including multistorey apartment developments abutting the length of the common boundary. Land further westwards is developed with a swimming school and associated car park that forms part of a sporting precinct that also includes sports oval and a community leisure centre.

Refer to **Appendix 1** for a locality plan

The Application

The proposal is to develop the subject land with a five storey mixed use building, and level of basement car parking.

The proposed development is summarised as follows:

- A medical centre (a total of 15 medical practitioners are envisaged), a childcare centre (a maximum of 120 children), and 13 tenancies (to be used for offices/food and drink premises) will be located on the ground floor. The applicant is aware that separate approvals from the Department of Education for the childcare centre is required, which may be subject to slight internal and external changes.
- A total of 74 dwellings will be accommodated at the first to fourth levels, comprising of 63 x two bedroom dwellings, and 11 x three bedroom dwellings.
- A restaurant will also be located on the fourth floor. It is envisaged that separate planning permit permits will be requested for a liquor licence, when it is leased to a prospective tenant.
- The office/food and drink premises (tenancies no. 3 – no. 14) front directly and are accessed directly off Caroline Springs Boulevard.
- The medical centre (tenancy no.1), childcare centre (tenancy no.2), and office/food and drink premises (tenancy no.3) will be accessed via the main entry into the building, and access to the apartments and the rooftop restaurant will be from a central lift core, with 3 separate lifts.

- A waste disposal chutes are provided on every level near the lift core, and a waste storage room located in the basement.
- A total of 198 car parking spaces will be provided on on-site, and accessed via The Crossing. 38 (including 4 disabled) car parking spaces will be provided on the ground floor, whilst the remainder would be provided within in the basement. It is important to note that there is a tree reserve located along the Caroline Spring Boulevard frontage, and the purpose of this tree reserve is to prevent direct vehicular access from the subject land onto the Caroline Springs Boulevard. The proposal has been shaped by this constraint.

Refer to **Appendix 2** for plans of the proposal

Planning Controls

A full Assessment against relevant Planning Scheme controls (and State and Local planning policies) is included in **Appendix 3**.

Is the land affected by a Restrictive Covenant?

The land is affected by a Restrictive Covenant, however, the proposal does not breach any conditions of the Covenant.

Is the land of Cultural Heritage Sensitivity?

The land is not considered to be of cultural heritage sensitivity under the *Aboriginal Heritage Regulations 2007*.

2. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth.

1.1 Strategically plan for a well designed and built City.

3. Financial Considerations

No Council related financial considerations are involved with the application.

4. Consultation/Public Submissions

Public notification of the application

The application was subject to informal notification. The informal notification was satisfactorily completed and one objection was received.

The grounds of objection related to traffic congestion and car parking demand/availability.

A response to the objections is provided in **Appendix 4**.

Referral of the application

The application was referred to a number of Council Departments for comment and advice. The application was also required to be referred to Public Transport Victoria which is a determining referral authority in this case.

A complete list of responses is included in **Appendix 5**.

5. Issues

Planning Assessment

The subject site is considered to be a gateway location that marks the entry into the Caroline Springs Town Centre. This gateway location is location is already anchored by a six-storey mixed use commercial and residential development has been constructed at 1 Woodward

Way; and a five-storey mixed use commercial and residential development has been constructed at 2 The Esplanade.

The proposed precinct plan and use and development are consistent with the purpose of the Comprehensive Development Zone, the location and land use requirements, and the objectives of the Caroline Springs Town Centre Comprehensive Development Plan which identifies the site for mixed use development. The proposal is also consistent with the State Planning Policy Framework which encourages housing diversity and affordability, increased residential densities and/or mixed use development in and around activity centres, quality sustainable design, streetscape and neighbourhood character, and development that is in accordance with the Guidelines for Higher Density Residential Development, ensuring a high standard of residential amenity both on and off the site.

Council Officers (including Council's Urban Designer) have met with the applicant on numerous occasions to discuss design related issues. The purpose of the meetings was to ensure that built-form proposed would be of highest achievable architectural quality, given, the site's prominent location. Although, the design issues been largely resolved through numerous re-iterations of the plans, there are still several minor changes are that required by Council's Urban Designer, which would be incorporated as conditions of the approval.

The applicant has provided a provided a Traffic Report accompanying the application, Council's Engineering Service area are generally satisfied with the report, however recommend that the hours of operation for the rooftop restaurant be limited to specific hours during the day. The purpose of restricting hours is to ensure that reduction in car parking does not impact on the amenity of the immediate surrounding area (i.e. the hours of operation for the rooftop restaurant would be generally outside of the peak drop-off and pick-up times of the child-care centre).

It is important to note that the intersection of The Crossing and Caroline Springs Boulevard will be upgraded from a roundabout to a signalised intersection, in the future. Council's Engineering Services Department (Traffic and Design) have already prepared preliminary plans in relation to the future design of the signalised intersection, however, there currently is no set timeline for this upgrade.

6. Options

Council can either support the application by approving the precinct plan or not support the proposal by refusing the precinct plan.

7. Conclusion

The application has been assessed against the State Planning Policy Framework, Local Planning Policy Framework, Zone/Overlay provisions and Clause 65 of the Melton Planning Scheme.

It is considered that the proposal generally complies with the relevant requirements of the Planning Scheme.

Therefore, it is recommended that the application be approved as outlined in **Appendix 6**.

LIST OF APPENDICES

1. Locality Plan - dated 11 April 2017
2. Plans of Proposal - dated March 2017
3. Assessment against relevant Planning Controls - undated
4. Response to objection - undated
5. Referral Comments - undated
6. Conditions of Approval - undated

12.11 DP1998/03 - AMENDED DEVELOPMENT PLAN FOR A PROPOSED MIXED USE DEVELOPMENT INCLUDING A NEW MULTI LEVEL BUILDING WITH A RANGE OF RETAIL, FOOD AND DRINK PREMISES AND OTHER COMMERCIAL USES AT 1-7 CAROLINE SPRINGS BOULEVARD, CAROLINE SPRINGS

Author: Valentine Sedze - Development Planner
Presenter: Bob Baggio - Manager Planning Services

PURPOSE OF REPORT

To consider and determine an Amended Development Plan for a proposed Mixed Use development including a new multi level building with a range of retail, food and drink premises and other commercial uses at 1-7 Caroline Springs Boulevard, Caroline Springs.

RECOMMENDATION:

That Council refuse the Amended Development Plan subject to the grounds outlined in **Appendix 6** of this report.

REPORT

1. Background

Executive Summary

Applicant:	Glossop Town Planning
Proposal:	Mixed use development
Existing Land Use:	Unused commercial building and car park
Zone:	Mixed Use
Overlays:	Development Plan Overly (DPO1)
Number of Objections:	One submission with signatories
Key Planning Issues:	Neighbourhood character Landscaping Built form and site coverage Activity Centre Hierarchy
Recommendation:	Refuse application

The Land and Surrounding Area

The subject site has an area of 6,707m² and is located on the western side of Caroline Springs Boulevard, Caroline Springs. Other features of the site are as follows:

- The site is irregular in shape.
- It contains an existing building with a clock tower and associated car parking.
- The existing building has previously been used for a number of uses which include medical centre, gym, function centre and restaurant and originally as a land sales office.

- The site has existing access to Caroline Springs Boulevard and Lakeway Close.
- The site adjoins a lake to the south and a wetland to the west which is part of a Council reserve.
- The site is a gateway to Caroline Springs and highly visible from Western Highway.
- An existing footway easement adjoins the southern boundary.

The surrounding area can be characterised as predominantly residential to the north, east and west. The nearest commercial centres to the subject site are located at Burnside Shopping Centre (2.1km), Caroline Springs Town Centre (2.7km) and Brookside Commercial Centre (1.2km).

Refer to **Appendix 1** for a locality plan.

The Application

The application proposes to amend an existing development plan (DP1998/03) which allows the use and development of the land as a medical centre. The amended Development Plan proposes a mixed use development including a new multi level building with a range of retail, food and drink premises and other commercial uses.

The proposed amendments to the Development Plan are summarised as follows:

- The existing building will be demolished and replaced with a three and four storey building.
- The mix of uses includes shop, restaurant, cafe, food and drink, gym, medical centre, function centre, child care centre, car park, and office and community facilities.
- A floor space at ground level of 2700m² which includes retail (1,400m²) and restaurant/cafe and food and drink uses (1,300m²).
- The second and third floor will have a mix of uses with a leasable floor area of 1,460m² at each floor (excluding the car park area at both floors).
- The fourth floor will have a mix of uses (excluding function centre) with a leasable floor area of 1,160m² and 1,130m² as an outdoor area.
- Fencing to the entire northern boundary adjoining Lakeway Close which includes a combination of acoustic fencing and low height fencing to prevent pedestrian and vehicle access.
- Existing access to the site from Lakeway Close will be closed off.
- Installation of lockable gates to the driveways located off Caroline Springs Boulevard.
- Installation of bollards at the end of the court bowl of Lakeway Close.
- The existing vehicle access to the site from Caroline Springs Boulevard will be retained and an additional access point created from Caroline Springs Boulevard.
- An active frontage will be provided to the lake.

Refer to **Appendix 2** for plans of the proposal.

Planning Controls

Zone	Clause 32.04 – Mixed Zone	Separate planning approval will be required for a number of the proposed uses and the construction of the building and any works
Overlays	Clause 43.04 – Development Plan Overlay (Schedule 1)	Any resultant use and development must be generally in accordance with an approved development plan

A full assessment of the proposal against the relevant State and Local planning policies is included in **Appendix 3**.

Is the land affected by a Restrictive Covenant?

The land is affected by a Restrictive Covenant which expired on 1 July 2015.

Is the land of Cultural Heritage Sensitivity?

The land is not considered to be of cultural heritage sensitivity under the *Aboriginal Heritage Regulations 2007*.

2. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth.

1.1 Strategically plan for a well designed and built City.

3. Financial Considerations

No Council related financial considerations are involved with the application.

4. Consultation/Public Submissions**Public notification of the application**

The application was subject to informal notification. The informal notification was satisfactorily completed and one submission with three signatories was received.

The grounds of objection may be summarised as follows:

- Excessive scale and bulk of the building
- Littering in car parking area fronting Lakeway Close
- Concerns about noise generated by users of any future function centre
- Increase in traffic and cars parking in Lakeway Close
- Odour from commercial bins and ventilation units from future restaurants.

A response to the objections is provided in **Appendix 4**.

Referral of the application

The application was referred to a number of Council Departments for comment and advice.

Concerns were expressed by Council's City Design and Strategy teams in relation to concerns that the development had the potential to become a neighbourhood shopping centre, and the proposed development was in effect a overdevelopment of the site.

A complete list of responses is included in **Appendix 5**.

5. Issues

Planning Assessment

The purpose of the Development Plan Overlay (DPO) is to identify areas that require the planning of future use and development to be shown on a plan before a permit is granted. The Development Plan details the form and conditions that must be met by future use and development of the land.

Clause 2.0 of DPO1 provides that, in assessing a Development Plan, the responsible authority must consider:

- The orderly planning of the zone, including the management of traffic, the provision of pedestrian ways and open space.
- The existing and possible future development and use of the land and of contiguous or adjacent land.
- The need for appropriate setbacks from residential areas.
- The provisions of the Melton East Strategy Plan and municipal planning policy.

The purpose of the Mixed Use Zone includes:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To provide for a range of residential, commercial, industrial and other uses which complement the mixed-use function of the locality.
- To encourage development that responds to the existing or preferred neighbourhood character of the area.

It is clear that the zone provides some basis for incorporating a mixture of retail, commercial and community facilities within the Development Plan. However this needs to be balanced against the State and Local Planning Policy Framework. There is a clear theme throughout state and local policies, particularly Clauses 17.01-1 (Business), 17.01-2 (Out of centre development) and 22.06 (Retailing Policy) to locate commercial facilities in existing and planned activity centres and strongly discourage development that is not within the commercial centre hierarchy. The proposal is contrary to these policies as the subject site is not nominated in the Council's Activity Centre Hierarchy identified in the approved Retail and Activity Centres Strategy, March 2014 (the Strategy). The Strategy was adopted by Council on 1 April 2014 and Amendment C171 seeks to implement the Strategy into the Melton Planning Scheme.

Of concern are the proposed retail uses which have potential to create a neighbourhood activity centre which would be contrary to Council's adopted Strategy. Council's retail consultant has advised that for a local centre in this location a total retail floor space of 1,125m² with a supermarket component of no more than 500m² is recommended. As such, a retail floor space component of up to 2,700m² as proposed is considered excessive.

Whilst the location is appropriate for mixed use development, it is important to balance this against other objectives in the Melton Planning Scheme which make reference to respecting the existing or preferred neighbourhood character of the area. The Housing Character Assessment and Design Guidelines (House Rules) adopted by Council, October 2015 provides useful guidance on the preferred outcomes for the areas neighbourhood character and should be considered in this context notwithstanding the proposal does not include residential uses. In House Rules, the subject site is located in the Masterplanned Suburban (MS3) character area. There are a number of aspects of the proposal that are not appropriately responsive to the existing or preferred character of the area including building height, visual bulk, hardstand car parking area in the front setback, two levels of car parking, large areas of site coverage, lack of landscaping opportunities and appropriate setbacks to the interface with adjoining dwellings, parkland and the lake. The development plan layout

present facades to the residential and parkland interfaces that are comprised predominantly of loading bays and multi-storey car parking. It is considered that a use that better responds with the residential and parkland interfaces could be introduced to provide activation to these areas.

The proposal does not represent an appropriate built form outcome having regard to the neighbourhood character, streetscape and the context of surrounding properties mostly comprising double storey dwellings. It is recommended that the height of the development be reduced to a height of three storeys in areas adjacent to the ornamental lake to the south transitioning down to two storeys to areas adjacent to the existing residential properties fronting Lakeside Close.

The development plan layout in its current form has limited opportunity to provide adequate landscaping/canopy trees around the building that would otherwise help soften the appearance of the development. This is largely as a result of the intensity of the development and the extent of hard paving and building footprint. There is ample scope to provide an appropriate design response that provides for less building footprint and more open space and landscaping. At a minimum it is recommended that the landscape setbacks be a minimum 5m wide along Caroline Springs Boulevard (east) and Lakeside Close (north) and a minimum 15m wide along the adjoining park land (west).

The proposed Development Plan is not supported in its current form as it is inconsistent with State and Local planning policies, Melton Retail and Activity Centre's Strategy, March 2014 and the built form is at odds with the neighborhood character of the surrounding area as described in House Rules.

6. Options

Council can either support or not support the amended development plan application.

7. Conclusion

The application has been assessed against the State Planning Policy Framework, Local Planning Policy Framework, Zone/Overlay provisions and Clause 65 of the Melton Planning Scheme.

It is considered that the proposal does not comply with the relevant requirements of the Planning Scheme.

Therefore, it is recommended that the amended development plan application be refused as outlined in **Appendix 6**.

LIST OF APPENDICES

1. Locality Plan - dated 12 April 2017
2. Plans of the proposal - 16 March 2017
3. Assessment against Planning Scheme Controls - undated
4. Response to Objections - undated
5. Referral Comments - undated
6. Grounds of Refusal - undated

12.12 FORMATION OF A TRANSPORT COMMUNITY REFERENCE GROUP

Author: Matthew Milbourne - Senior Strategic Planner
Presenter: Laura-Jo Mellan - Manager City Design, Strategy & Environment

PURPOSE OF REPORT

To consider the formation of a Transport Community Reference Group to assist Melton City Council undertake advocacy campaigns to improve the transport system in the City of Melton.

RECOMMENDATION:

That Council:

1. create a Transport Community Reference Group.
2. prepare a Terms of Reference for the Transport Community Reference Group, based on the following:
 - a. the Transport Community Reference Group will consist of three councillors (one representative per ward), four council officers, and ten community representatives that reflect the geographical spread of the population, and reflect a diverse range of households
 - b. the Transport Community Reference Group will assist Council to prioritise which actions contained within Moving Melton, and assist Council in developing advocacy campaigns to secure funding from the State and Federal Governments.
3. seek expressions of interest from the community to serve on the Transport Community Reference Group.

REPORT

1. Executive Summary

Melton City Council at its Ordinary Meeting of 15 December 2015, adopted Moving Melton – Melton City Council's Integrated Transport Strategy.

Moving Melton has identified 56 actions that should be undertaken to deliver an integrated transport system that provides people with genuine choice of transport modes to get to school, work, shops, community facilities, and services, **Appendix 1**.

Action 5.9 of Moving Melton states that Melton City Council will '*undertake an advocacy campaign for transport system improvements. This could be undertaken via a transport committee, transport advocacy group or community reference group*'.

This report recommends the formation of a Transport Community Reference Group to:

- Assist Council in prioritising actions in Moving Melton that reduce reliance on private motor vehicles and develop the arterial road network servicing the City of Melton.
- Assist Council to develop and promote advocacy campaigns to the State and Federal Governments to secure funding for improvements to the transport system that reduce reliance on private motor vehicles and develop the arterial road network servicing the City of Melton.

2. Background/Issues

Why Form a Transport Community Reference Group?

Melton City Council at its Ordinary Meeting of 15 December 2015, adopted Moving Melton – Melton City Council’s Integrated Transport Strategy.

Moving Melton has identified 56 actions that should be undertaken to deliver an integrated transport system that provides people with genuine choice of transport modes to get to school, work, shops, community facilities, and services (**Appendix 1**).

Action 5.9 of Moving Melton states that Melton City Council will ‘*undertake an advocacy campaign for transport system improvements. This could be undertaken via a transport committee, transport advocacy group or community reference group*’.

In recent years the combination of Council and community campaigning has had success with State and Federal Governments in relation to the funding of significant transport projects in growth area Councils. Examples of this include:

- The *Access Denied* campaign in Whittlesea that has resulted in the commitment to construct the Mernda railway line, and a commitment to construct the O’Hearns Road interchange to the Hume Freeway in Epping.
- The *Get Wyndham Moving* campaign that has resulted in improvements to Palmers Road (such as the construction of a bus lane) to ease congestion at Point Cook and to facilitate movement to the Williams Landing train station, the \$1.8 billion program of road upgrades in Wyndham, the review of the bus network, and upgrades to Princes Freeway interchanges.
- The *Fund our Future* campaign helped secure the funding for the upgrades to the Ballarat Rail Corridor, which will include the construction of a second rail track to Melton, station upgrades at Rockbank and Melton, car park upgrades, and the construction of a rail stabling yard. The rail corridor upgrades will provide capacity to run additional train services to Melton and Ballarat.

With the above successes in mind, Council officers recommend that Council form a community based group to assist it advocate for improvements to the transport system.

What the Transport Community Reference Group Will Do

It is recommended that Council form a group of community representatives to:

- Assist Council in prioritising actions in Moving Melton that reduce reliance on private motor vehicles and develop the arterial road network serving the City of Melton.
- Assist Council develop and promote advocacy campaigns to the State and Federal Governments to secure funding for improvements to the transport system that reduce reliance on private motor vehicles and develop the arterial road network serving the City of Melton.

Council seeks to work with the community to identify advocacy programs that Council and the community can run together to improve the transport system. The Community Reference Group model has been chosen as it is ideal for a group that is focused on partnership between Council and the community.

The Advisory Committee model is not recommended, as an Advisory Committee is typically used where Council is involving stakeholders in Council’s planning and policy functions.

The Transport Community Reference Group will have a city wide focus and will assist Council to devise advocacy campaigns that:

- Make a significant change to the transport system that will improve transport outcomes for a majority of the residents in the City of Melton such as improvements to the rail service, or the upgrade of the Western Highway to Freeway Standard.

- Make a significant improvement to a mode of transport such as increased funding that result in the extension of hours that bus services run, or improve the frequency of buses, or the creation of a missing piece of infrastructure such as the Outer Metropolitan Ring Road.

Council's capital works program, and local transport projects (such as traffic calming, local roads and footpaths, and making changes to a local bus route or service) are outside the scope of the Transport Community Reference Group.

Proposed Structure of the Transport Community Reference Group

It is proposed that the Transport Community Reference Group would comprise three councillors (one representative per ward), four council officers, and ten community representatives (who are geographically diverse). A proposed breakdown of the community reference group membership is outlined in **Appendix 2**.

It is proposed that members would initially serve for a two year term.

It is expected that the Transport Community Reference Group will meet every two months and will alternate meetings between venues in the Melton Township and the Eastern Corridor. The minutes of the Transport Community Reference Group would be reported to Council for its information, and for Council to consider any recommendations from the group.

A Terms of Reference will need to be created for the Transport Community Reference Group.

Once the Terms of Reference were approved, it is recommended that Council run an expression of interest process for the community representative positions. A review panel of Council officers would then assess the nominations and make recommendations to Council for appointment.

The expression of interest form will ask people to nominate their availability (days and times), and Council will select endeavor to select a meeting time that meets the needs of most applicants.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth: A clear vision to connect and develop a sustainable City
 - 1.5 *Support a transport system that connects and moves our community*

4. Financial Considerations

The minutes of the Transport Community Reference Group will be reported to Council.

The Transport Community Reference Group will recommend that Council prioritise projects, or commence advocacy campaigns to improve the transport system. It is important to note that the recommendations of the Transport Community Reference Group do not bind Council.

Where a recommendation requires a financial commitment from Council, Council will need to consider whether it will commit the resources

5. Consultation/Public Submissions

It is proposed that when a Terms of Reference is prepared for the Transport Community Reference Group, that Council seek expressions of interest from the community to serve on the Group.

Council will use a wide variety of methods to advertise the expression of interest process, these will include the local media, Council's website and Facebook page, posters at Council facilities, emails to community groups, and emails to people on the Moving Melton 'keep in touch' database.

Council officers will review the applications and will make recommendations to Council on the applications, and Council will appoint people to serve on the Transport Community Reference Group.

6. Risk Analysis

The Transport Community Reference Group can make recommendations to Council on what actions should be prioritised from Moving Melton, and recommendations for advocacy campaigns to improve the transport system.

Council may adopt or reject the recommendations of the Transport Community Reference Group, and therefore there is limited risk to Council.

Recommendations made by the Transport Community Reference Group will not bind Council.

On this basis the creation of the Transport Community Reference Group presents limited risk to Council.

7. Options

Council has the option to:

1. form a Transport Community Reference Group, the terms of reference for which will be based on the text that forms the body of this report.
2. form a Transport Community Reference Group, the terms of reference for which will be based on the text that forms the body of this report with variations.
3. not form a Transport Community Reference Group, and request Council Officers explore an alternative community body to assist Council in its advocacy program to improve the transport system in the City of Melton.

LIST OF APPENDICES

1. Moving Melton Actions - December 2015
2. Transport Community Reference Group Member Composition - undated

12.13 APPOINTMENT OF A NEW MEMBER TO THE HERITAGE ADVISORY COMMITTEE

Author: Matthew Milbourne - Senior Strategic Planner
Presenter: Laura-Jo Mellan - Manager City Design, Strategy & Environment

PURPOSE OF REPORT

To seek approval for the appointment of a new member to the Heritage Advisory Committee.

RECOMMENDATION:

That Council approves the appointment of a new member to the Heritage Advisory Committee.

REPORT**1. Executive Summary**

The Melton Heritage Advisory Committee promotes local heritage initiatives, assesses applications for the City of Melton Heritage Assistance Fund and the City of Melton Heritage Awards, and drives programs that encourage an appreciation of heritage in the City of Melton.

There is currently one vacant community representative position on the Melton Heritage Advisory Committee.

Council advertised the vacant position in March 2017, and received one nomination. It is recommended that the applicant be appointed to the Heritage Advisory Committee as they demonstrate the necessary skills and experience to serve on the Committee.

2. Background/Issues

Under the Terms of Reference (**Appendix 1**), the Heritage Advisory Committee has the following responsibilities:

- Consider applications to the City of Melton Heritage Assistance Fund and make recommendations on applications to Council.
- Promote, select and advise Council on nominations to the City of Melton Heritage Awards.
- Act as a promotion and coordinating body for heritage in the community, including providing advice on marketing and promotion of the values of heritage and heritage related tourism in the City of Melton.
- Provide advice to Council on the documentation, interpretation, management and conservation of history and heritage in the City of Melton.
- Make recommendations to Council about further work required to document and protect Melton's heritage.
- Provide recommendation for nomination of places to Local, State or National registers.
- Advocate in a professional manner on behalf of the community and celebrate community history and heritage within the City of Melton.

- Assist Council in sourcing external funding or sponsorship opportunities to further heritage conservation, promotion, management and education.

There is currently one community representative position that is vacant. This position became vacant, when one of the community representatives resigned for personal reasons.

An advertisement was published in the Melton and Moorabool Star Weekly, and the Brimbank and Northwest Star Weekly on 28 February 2017, for expressions of interest (EOI) to fill in the vacant community representative position. The EOI was also promoted on Council's website and Facebook page.

Council received one application for the vacant position, which was assessed by a panel of Council officers who are not representatives on the Heritage Advisory Committee.

The applicant, Nola Dunn, is a heritage property owner and is passionate about the history of Melton and its heritage. As an owner of a heritage property, she is aware of the pressures that owners of heritage properties face, and can offer insight into these challenges to the Committee. She has previously served on the heritage advisory Committee, as the chair, when she was a councillor. She has demonstrated skills and experience to serve on the Committee.

The three panel council officers recommend that the nominee be appointed to the Heritage Advisory Committee.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

2. A Well Governed and Leading Organisation: Operating with innovation, transparency, accountability and sustainability

2.3 Facilitate community engagement in planning and decision making

4. Financial Considerations

Nil.

5. Consultation/Public Submissions

An advertisement was published in the Melton and Moorabool Star Weekly, and the Brimbank and Northwest Star Weekly, for expressions of interest on 28 February 2017 to fill the current vacant community representative position.

The vacant position was also promoted on Council's Facebook page, and Council's website.

6. Risk Analysis

The Committee has an advisory capacity only, and can make recommendations that Council can choose not to adopt. Accordingly, it is considered that there is limited risk to Council.

7. Options

Council can choose to either:

1. Accept the recommendation of the Council officers, and approve the appointment of the recommended member to the Melton Heritage Advisory Committee
2. Not appoint the recommended member to the Melton Heritage Advisory Committee, which would result in the one community representative position remaining unfilled.

LIST OF APPENDICES

1. Terms of Reference for the Heritage Advisory Committee - dated 26 May 2015

12.14 APPROVAL FOR AMENDMENT C180 TO THE MELTON PLANNING SCHEME - 126-156 COBURNS ROAD, MELTON

Author: Lucy Slater - Senior Strategic Planner
Presenter: Laura-Jo Mellan - Manager City Design, Strategy & Environment

PURPOSE OF REPORT

To consider for adoption Planning Scheme Amendment C180 to the Melton Planning Scheme to rezone land at 126-156 Coburns Road, Melton from Residential Growth Zone (RGZ) to Mixed Use Zone (MUZ).

RECOMMENDATION:

That Council:

1. adopt Amendment C180 to the Melton Planning Scheme as contained in **Appendix 2**
2. submit the Amendment to the Minister for Planning for Approval.

REPORT

1. Executive Summary

Amendment C180 is a Council led amendment which seeks to rezone land at 126-156 Coburns Road, Melton from Residential Growth Zone (RGZ) to Mixed Use Zone (MUZ).

Council resolved at the Ordinary Council Meeting of 12 December 2016 to seek Authorisation to commence the Amendment and Exhibit on receipt of authorisation (Refer **Appendix 1**). Following the meeting, Council officers submitted the relevant documentation to the Minister for Planning seeking authorisation to commence Amendment C180.

Authorisation was granted and the amendment was placed on Public Exhibition from 14 February 2017 to 17 March 2017. No submissions were received against the amendment, and six letters of support were received during the Exhibition period.

The amendment accords with the Melton Planning Scheme, Plan Melbourne, and the Strategic Assessment Guidelines for Planning Scheme Amendments.

There is already eight businesses operating within the precinct, therefore it's considered that Mixed Use Zone is an appropriate zone to reflect the current land uses. The amendment will also allow existing businesses situated in the precinct to be able to expand, and will provide opportunities for new businesses to locate within the Melton township.

It is recommended Council adopt the Planning Scheme Amendment and submit it to the Minister for Planning for approval on the basis that it is consistent with relevant state and local policies and no submissions were received objecting to the amendment.

2. Background/Issues

The Amendment proposes to rezone 126-156 Coburns Road, Melton (refer **Appendix 2** – the Mixed Use Zone is included for information only, and the zoning map shows the proposed change to the scheme) from Residential Growth Zone (RGZ) to Mixed Use Zone (MUZ). The amendment would affect 16 lots. Currently half of the lots are being used for

residential purposes and the remainder are already operating non residential uses, such as medical centres and home offices.

The subject lots are located on the eastern side of Coburns Road opposite to Coburns Central and Woodgrove Shopping Centre. The precinct is also in close proximity to High Street to the north and the Western Freeway Interchange to the south.

Council resolved at the Ordinary Council Meeting of 12 December 2016 to seek Authorisation to commence the Amendment and Exhibit on receipt of authorisation (Refer **Appendix 1**). Following the meeting, Council officers submitted the relevant documentation to the Minister for Planning seeking authorisation to commence Amendment C180.

Authorisation was granted and the amendment was placed on Public Exhibition from 14 February 2017 to 17 March 2017.

There is currently very little Mixed Use zoned land in the municipality, which has limited the options for smaller businesses to establish in Melton. The *City of Melton Retail and Activity Centres Strategy* (2014) acknowledges that there is currently a lack of job opportunities for Melton residents within the municipality, with only one job for every four working residents. The *City of Melton Investment Attraction Strategy* 2016-2019 also identifies that currently there is 2.9 white collar workers per job, which is a much higher rate than in Melbourne. This amendment will provide local employment opportunities and increase the diversity of the types of employment land available in Melton.

Council was approached by a number of the business owners to rezone the land. The rezone was requested to allow them to either expand their existing business in the precinct or open up a new business, ensuring they continue their business within the municipality, rather than having to move outside of Melton to secure a premises.

Council has been approving planning permit applications for non residential uses in the precinct over the last 15 years, with the majority of them being for various medical uses. This amendment would therefore formalise the planning policy framework to acknowledge what is already occurring in the subject area for both residential and non residential uses.

Under the current zoning of RGZ, the land does not meet the conditions required for Office use, therefore the subject area is limited in the range of non residential uses that can currently be considered from a planning perspective.

The rezoning of the land to MUZ would allow Office (up to 250sqm without a permit) uses to occur, as well as permit required retail uses. This would allow the existing businesses to modestly grow or change over time within the subject area and to remain within Melton, and encourage other small businesses to establish, which is considered an appropriate interface between a major activity centre and residential area.

Woodgrove Shopping Centre is a Regional Centre as per the *City of Melton Retail and Activity Centres Strategy*, and is zoned Commercial 1 Zone (C1Z). Woodgrove's primary function is retail shopping. It is considered that this amendment to rezone 126-156 Coburns Road to MUZ would create a good transition between the C1Z and the RGZ further to the east. In addition to this, the proposed rezoning is not considered to undermine the primary function of Woodgrove as a retail centre, as the proposed MUZ area would more likely attract Office, given the existing character of the area, and the physical restrictions on possible uses due to the small size of the lots.

Council engaged a traffic consultant to undertake a traffic and parking analysis of the subject sites, to assess whether the proposed rezoning would create any negative traffic or parking impacts on the area. The results of the analysis concluded that there are no traffic engineering reasons why the proposed rezoning should not proceed.

This section of Coburns Road is managed by VicRoads, and they were consulted regarding the proposed amendment prior to the Amendment being exhibited, and provided in principle support. They were also notified as part of the formal exhibition process, and did not provide a submission to the Amendment.

The subject lots are located on the eastern side of Coburns Road opposite to Coburns Central and Woodgrove Shopping Centre. The precinct is also in close proximity to High Street to the north and the Western Freeway Interchange to the south.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth: A clear vision to connect and develop a sustainable City

1.3 Generate an innovative local economy that stimulates opportunities for investment, business and training

4. Financial Considerations

Council officer time and resources are involved in the preparation, exhibition and adoption of the amendment. There are also fees for the consideration and approval of the amendment payable to the Department of Environment, Land, Water and Planning (DELWP).

The amendment will not add significantly to the resource and administrative costs of Council. The amendment will result in a small increase in the number of planning applications as the new controls trigger permits for various buildings and works.

5. Consultation/Public Submissions

The amendment was publicly exhibited from 14 February to 17 March 2017 in the following ways:

1. A notice was placed in the Melton & Moorabool Star Weekly on Tuesday 14 February
2. Letters were sent out to affected land owners and occupiers, Government bodies and Prescribed Ministers on Wednesday 15 February
3. A notice was placed in the Government Gazette on Thursday 16 February.

Details of the Amendment was also placed on Council's website, under the Planning Scheme Amendment section.

No objections were received during the Exhibition period, and six (6) letters of support were received. The below table summarises the submissions received:

Submitter	Submission	Comment
1.	Supports the Amendment. The rezoning will add commercial land for Melton, encourage businesses to expand, will complement Woodgrove Shopping Centre, and will improve the appearance of the area.	No further action required.
2.	Supports the Amendment. Will assist local business to stay within the township, will give residents greater access to new businesses, will ensure the local economy continues to grow.	No further action required.
3.	Supports the Amendment. It will allow additional commercial facilities to service the population growth. Will allow existing businesses in the precinct to expand their businesses.	No further action required.

Submitter	Submission	Comment
4.	Supports the Amendment. Will encourage further business investment into the area. It will allow existing businesses to remain within Melton and encourage other businesses to establish there.	No further action required.
5.	Supports the Amendment. It will contribute to servicing the needs of the growing Melton population.	No further action required.
6.	Supports the Amendment. This would allow them to expand their business.	No further action required.

Given that there are no unresolved submissions, there is no need to request a Planning Panel to be convened. It is recommended that Council adopt the amendment and send it to the Minister for Planning for approval.

6. Risk Analysis

Should Council choose not to approve the Amendment, it would result in a lack of mixed use zoned land in appropriate locations, which may limit some of the businesses looking to establish or expand in Melton. It could also result in some businesses leaving Melton in order to be able to expand.

7. Options

Council can resolve to either:

1. adopt the amendment and submit to the Minister for Planning for approval
2. abandon the amendment.

LIST OF APPENDICES

1. Original Council Report without attachments - dated 12 December 2016
2. Planning Scheme Ordinance - Undated

12.15 COMPACT OF MAYORS FOR CLIMATE CHANGE

Author: Holly Dillabough - Environmental Policy Officer
Presenter: Laura-Jo Mellan - Manager City Design, Strategy & Environment

PURPOSE OF REPORT

To seek Council's support for joining the Compact of Mayors for Climate Change, a global coalition of the world's leading councils, mayors and city leaders committed to climate change action.

RECOMMENDATION:

That Council:

1. Commit Melton City Council to ICLEI – Local Government for Sustainability Global Covenant of Mayors for Climate & Energy subject to reaching an agreement to an extended period of 2 years to complete the Inventory.

REPORT

1. Executive Summary

The compact of Mayors for Climate Change (hereafter Compact of Mayors) is a global coalition of mayors and local government officials committing to reducing local greenhouse gas emissions, enhancing resilience to climate change, and tracking their progress publicly. It is an agreement to combat climate change in a consistent and complementary manner to national efforts.

Melton City Council has made significant progress in managing its organisational greenhouse gas emissions through the implementation of the *Greenhouse Action Plan 2011-2015*. The Compact of Mayors represents an opportunity to bring attention to its achievements by tracking and communicating climate action. It is recommended that Council participate in the Compact of Mayors to benchmark its performance internationally and enhance recognition of its efforts to address climate change.

2. Background/Issues

Background

Mitigating and adapting to climate change is one of the biggest challenges facing Melton City Council. In developing Council's Community Vision and Community Plan 2017-2021, the community has expressed support for Council to demonstrate sustainable practices, including actions to address climate change.

Over the last decade Council has made significant progress in managing its carbon emissions. Council's *Greenhouse Action Plan (GAP) 2011-2015* developed an inventory of Council's carbon emissions and a comprehensive action plan to reduce these emissions. More recently, the (currently in draft) *Environment Plan* outlines a number of actions over the next few years to build on the achievements of the GAP and proposes a target of net zero emissions from Council operations by 2040.

Council currently collects data on its carbon emissions through the online platform Planet Footprint. While emissions were monitored and reported as required against the GAP, they are not currently being reported publicly. Sharing the impact of Council's efforts and

recognising the impact of new and ongoing actions will provide a clearer comparative understanding of how Council is tracking with its sustainability initiatives. The Compact of Mayors will enable a consistent reporting framework to enable this comparison.

Council is also a Founding Member of Victoria's TAKE2 pledge program, a Victorian government climate change pledge initiative to assist the state in reaching its net zero emissions by 2050 target to keep global temperature rise to below two degrees in line with the global Paris Accord.

The Compact of Mayors

The Compact of Mayors is a global coalition of mayors and city officials committing to reducing local greenhouse gas emissions, enhancing resilience to climate change and tracking progress publicly. It is an agreement to combat climate change through consistent and complimentary measures in collaboration with state and national efforts.

The Compact of Mayors collects significant climate action data that Council already collects, but enables it to be presented in a consistent and transparent manner. The data is then available in a single place. The Compact builds on existing cooperative efforts, partnering with other initiatives to better measure and communicate the impact of local action.

In Council becoming a member of the Compact of Mayors for Climate Change, Council is publicly pledging to report on the following actions:

- A greenhouse gas emissions inventory consistent with the Global protocol of Community Scale greenhouse emissions inventory (GPC), within one year or less
- The climate hazards faced by our city, within one year or less
- The climate vulnerabilities faced by our city, within two years or less
- Our action plans to address climate change mitigation and adaptation within three years or less

In respect of the development of the greenhouse gas emissions inventory it is recommended that prior to committing to the Compact of Mayors, officers seek to negotiate an extension of time to complete this task within two years rather than one year. The development of the Inventory requires work to be undertaken by Council officers to undertake assessment of Council assets. The emerging Environment Plan includes similar actions but with a longer timescale to complete.

The Compact of Mayors seeks to provide a comprehensive and robust greenhouse gas inventory in order to support climate action planning. It aims to help cities establish a base year emissions inventory, set reduction targets and track their performance. Council will require support to undertake this work.

A collaborative process will need to be undertaken with Western Alliance for Greenhouse Action (WAGA) to ensure their collection and reporting tool benefits the Compact of Mayors process. Networking with other councils will be important for a consistent and robust approach to the collection and interpretation of data.

Climate action in Melton

Council has already undertaken significant work that goes some way in addressing the above mentioned actions:

- Council has had a membership to Planet Footprint since 2011 to track our emissions.
- In 2011 Council adopted the *Greenhouse Action Plan* (now expired) to set a carbon reduction target and outline a 5 year action plan to assist in meeting that target.

- In developing the *Environment Plan*, Council engaged a consultant to model the growth in the municipality to be able to inform a new carbon reduction target and improve the quality of our emissions data.
- In developing the *Environment Plan*, Council engaged a consultant to identify risks to new and existing infrastructure and developed a checklist to improve the resilience of our assets
- If adopted, the *Environment Plan* will commit Council to a number of actions towards achieving net zero emissions by 2040.

With the aim of benchmarking Council's performance and enhancing recognition of its action to address climate change, it is recommended that Melton City Council participate in an international benchmarking exercise called the Compact of Mayors.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth: A clear vision to connect and develop a sustainable City
 - 1.4 Value and protect the natural environment for future generations

4. Financial Considerations

There is no cost involved in joining the Compact of Mayors. While not required, Council membership to International Council for Local Environmental Initiatives (ICLEI) may be desirable in order to access advice and tools to assist with analysis and reporting of Council's sustainability actions and progress. ICLEI membership is dependent on population size. For Melton City Council, with a population of 140,000, the membership fee would be \$2,400 per annum.

Measuring Council's greenhouse gas emissions allows Council to manage and direct actions to reduce greenhouse gas emissions, and move toward the draft target of net zero emissions by 2040. Undertaking works to reduce Council's energy use will also reduce long-term operational costs by lowering energy bills.

The cost of the implementation of Council's sustainability strategies is considered each year in the setting of the annual budget.

5. Consultation/Public Submissions

Consultation was undertaken to inform the development of the *Greenhouse Action Plan 2011-2015*, for the Environment Plan currently in draft, and for the *Council Plan and Community Vision 2017-2021*. This engagement demonstrated community support for Council to demonstrate sustainable practices, including through addressing climate change.

6. Risk Analysis

In becoming part of the Compact of Mayors, Council commits to reporting publicly on our actions and progress towards reducing our emissions and adapting to climate risks. If Council fails to meet its targets Council's reputation may be negatively affected.

7. Options

Council has the option to:

1. Commit Melton City Council to ICLEI – Local Government for Sustainability Global Covenant of Mayors for Climate & Energy subject to reaching an agreement to an extended period of 2 years to complete the Inventory.
2. Not commit to the Compact of Mayor for Climate Change.

LIST OF APPENDICES

1. Compact of Mayors Guide to Compliance - July 2015

12.16 AMENDMENT C185 TO THE MELTON PLANNING SCHEME - BALLARAT RAIL LINE UPGRADE PROJECT

Author: Matthew Milbourne - Senior Strategic Planner
Presenter: Laura-Jo Mellan - Manager City Design, Strategy & Environment

PURPOSE OF REPORT

To consider providing a letter of support to the Melbourne Metropolitan Rail Authority (MMRA) for C185 to be approved by the Minister for Planning under s20(4) of the *Planning & Environment Act 1987*.

RECOMMENDATION:

That Council write a letter to the Melbourne Metropolitan Rail Authority (MMRA) providing conditional support for a Ministerial Amendment under s20(4) of the *Planning and Environment Act 1987* to facilitate the upgrade of the Ballarat Rail Corridor subject to the General Manager Planning and Developments' review of all Amendment documentation.

REPORT

1. Executive Summary

Moving Melton, Council's Integrated Transport Strategy, identifies the duplication of the railway track to Melton and the improvement to the Rockbank Train Station as a high priority transport project in the City of Melton.

The State Government has committed resources to improve the Ballarat Railway Line, which will be constructed over the next two years. These works will include the construction of a duplicated track between Caroline Springs Station and 1.9 kilometres west of the Melton Station, upgrades to five level crossings, and upgrades to the Rockbank Station.

The upgrade works will increase service punctuality to Melton and Ballarat, increase the number of services, and increase consistency and reliability in service provision.

The upgrade works will be constructed by the Melbourne Metro Rail Authority (MMRA).

To facilitate the timely delivery of this state significant project, the MMRA is proposing a planning scheme amendment to exempt the rail corridor upgrade works from the normal requirements in the Melton Planning Scheme, and the need for planning permits to construct the project as the Incorporate Document acts as the permit for the proposed development.

The MMRA proposes that the planning scheme amendment will be expedited through a Section 20(4) of the *Planning and Environment Act 1987* process, which would exempt the amendment from the exhibition and notice processes prescribed in Sections 17, 18 and 19 of the *Planning and Environment Act 1987*.

The MMRA has requested a letter from Melton City Council supporting the preparation of a planning scheme amendment to fast track the Ballarat Rail Upgrade project, and the processing of this amendment through the Section 20(4) process.

2. Background/Issues

Moving Melton, Council's Integrated Transport Strategy, identifies the improvement of the Melton Railway Line as a high priority project, as it identified that the single railway track provided to Melton limits the number of trains that can be run between Melbourne and Melton, which results in poor levels of service for the City of Melton. It identifies that the rail line should be duplicated as a matter of urgency to provide an appropriate level of service for residents, employees, and visitors in the City of Melton.

Melbourne Metro Rail Authority (MMRA) have been identified as the authority responsible for developing and delivering the \$518 million Ballarat Line Upgrade project (**Appendix 1**) over the next two years.

The Ballarat Line Upgrade project will make improvements to the railway line between Deer Park West and Ballarat to increase service punctuality, increase the number of services on the Ballarat line, and increase consistency and reliability in service provision.

The following improvement works are proposed in the City of Melton:

- Duplication of 17 kilometres of rail line on the northern side of the existing line, including a crossing over the Toolern Creek;
- Upgrading five level crossings to include twin tracks;
- Rebuilding of platforms at Rockbank station to extend them by 180 metres, the provision of a pedestrian link between the platforms, and the construction of a sealed car park;
- Future proofing of the track to allow the construction of Toolern Station and the construction of the necessary structure for the pedestrian link; and
- Duplication of 1.9 kilometres of rail line west of Melton Station.

The MMRA proposes to create an Incorporated Document that will be incorporated into the planning schemes of all relevant Councils, including the Melton Planning Scheme to avoid the need for separate planning permits to be sought from each applicable Council along this significant rail corridor. The Incorporated document will effectively be the planning permit.

The MMRA proposes that the Incorporated Document be included in the relevant planning schemes through a Ministerial planning scheme amendment.

It is proposed that the planning scheme amendment will be processed through Section 20(4) of the *Planning and Environment Act 1987*, and exemptions are sought from the exhibition and notice requirements in Sections 17, 18 and 19 of the *Planning and Environment Act 1987*, as this is a project of regional and state significance.

The MMRA have requested that Melton City Council provide a letter of support for the proposal to process this amendment under Section 20(4) of the *Planning and Environment Act 1987*.

Given that the duplication of the Melton Railway Line is identified as one of the most urgent transport infrastructure projects in the City of Melton, it is considered to be appropriate for this project to be fast tracked, and being exempted from the normal planning permit application processes.

It is appropriate for Council to provide in principle support for the planning scheme amendment as it is proposed that Council officers will be provided with draft documents to review, and comment on, prior to the amendment being submitted to the Minister for Planning to approve.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth: A clear vision to connect and develop a sustainable City

1.5 Support a transport system that connects and moves our community

4. Financial Considerations

Council officer time will be required to review and comment on the planning scheme amendment documents. This is not expected to take a lot of time, and can be dealt with by Council officers as part of their normal duties.

It is our understanding that the MMRA will be paying the planning scheme amendment fees associated with this amendment.

5. Consultation/Public Submissions

The need to upgrade the Melton Rail Line was the number one transport infrastructure project that people identified in *Moving Melton*, Council's Integrated Transport Strategy. 44% of respondents had this as the transport project of most importance to their household, the second priority was the Metropolitan Rail Capacity project which received 17% of the vote, and the upgrade of the Western Freeway came in third with 12% of the vote.

Throughout the design phase of the improvements to the Ballarat Rail Line the MMRA has engaged with the community, agency stakeholders, and relevant local councils, who have provided support for this project.

Draft documents for the planning scheme amendment will be submitted to Council officers to review prior to them being forwarded to the Minister for Planning for approval.

6. Risk Analysis

If Council chooses not to support the planning scheme amendment to upgrade the Ballarat Rail Line, the Minister for Planning may not support the approval of this amendment, which would result in a requirement for the MMRA to seek planning permits for the works. This may result in the delayed commencement of the upgrade works, which will result in the continuance of a poor level of rail service for residents, visitors and employees in the City of Melton.

Council officers will review the planning scheme amendment documents before they are submitted to the Minister for Planning for approval, and will be well placed to provide comments to Council if they have concerns about the content of the amendment.

7. Options

Council can choose to either:

1. write a letter to the Melbourne Metro Rail Authority (MMRA) providing conditional support for a Ministerial Amendment under s20(4) of the *Planning and Environment Act 1987* to facilitate the upgrade of the Ballarat Rail Corridor subject to the General Manager Planning and Developments' review of all Amendment documentation; or
2. not prepare a letter of support to the MMRA.

LIST OF APPENDICES

1. Letter requesting Council support from the Melbourne Metro Rail Authority - dated 19 April 2017

13. REPORTS FROM DELEGATES APPOINTED TO OTHER BODIES

Reports on external Committees and external Representative Bodies for which Councillors have been appointed by Council.

14. COUNCILLOR REPRESENTATIONS AND ACKNOWLEDGEMENTS

Address from Councillors in relation to matters of civic leadership and community representation, including acknowledgement of community groups and individuals, information arising from internal Committees, advocacy on behalf of constituents and other topics of significance.

15. NOTICES OF MOTION**15.1 NOTICE OF MOTION 474 (CR MENDES)****Councillor: Michelle Mendes - Councillor**

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 1 May 2017.

MOTION:

That Council officers conduct a detailed assessment of the capacity of the Moreton Homestead site to host a significant event, with particular reference to parking, access and facilities.

OFFICER'S COMMENTS:

Council regularly assesses the suitability of sites in planning for the safe and successful installation, management and de-installation of Council events on a case by case basis. A formal written assessment of Moreton Homestead in general terms can be prepared.

15.2 NOTICE OF MOTION 475 (CR ABBOUSHI)**Councillor: Steve Abboushi - Councillor**

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 1 May 2017.

MOTION:

That Council prepare a report that investigates the costs of installing life saving defibrillators at all Council Kindergartens and community hubs.

OFFICER'S COMMENTS:

Since 2010 – 2011, Council has installed defibrillators in Council facilities on an annual basis (usually two per year). Currently there are 17 defibrillators installed in facilities based on an assessment of needs across Council, and the program will ensure they are installed in the remaining four centres.

For all new community centres it is a requirement to install a defibrillator as part of the building requirements.

15.3 NOTICE OF MOTION 476 (CR KESIC)**Councillor: Goran Kesic - Councillor**

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 1 May 2017.

MOTION:

That Council officers undertake a review of the location of public toilet facilities within the municipality, and complete an assessment of any obvious 'service gaps' that exist, with recommendations on priority areas for the installation of new public toilet facilities, for report to Council.

OFFICER'S COMMENTS:

On April 4 2016 Council adopted its' Open Space Plan which was developed to ensure Council's open space network will include attractive and desirable places to visit and use. It will be a well-connected network, offering a diverse range of vibrant and engaging opportunities for health and wellbeing and settings that reflect the demands of our local communities.

The document includes Actions that ensure the objectives of the Plan are met, one of the actions is to '*Develop policies that guide Council on the provision of open space (i.e. facility naming, playspace audit and lifecycle matrix, water play in district level passive open spaces, shade sail provision, **public conveniences**, public lighting)*'

Council's Recreation & Youth team are currently developing policies specifically relating to facility naming and public conveniences as outline in the recommendation. The policies will be used to both inform the development of new open space but also set minimum standards for existing open space and therefore guide future capital improvement. It is anticipated that the Policy regarding public conveniences will be completed by December 2017.

15.4 NOTICE OF MOTION 477 (CR DE SANTIS)**Councillor: Melissa De Santis - Councillor**

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 1 May 2017.

MOTION:

That Council Officers provide a brief report regarding the need for more intercultural/multicultural officers/workers.

OFFICER'S COMMENTS:

Currently within Councils Community Planning team, we have one dedicated Intercultural Development Officer employed. The main focus of this position is to work with CALD communities, promote and deliver the actions related to the Intercultural Plan. Officers will provide a report to Council in the near future.

15.5 NOTICE OF MOTION 478 (CR CARLI)**Councillor: Lara Carli - Councillor**

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 1 May 2017.

MOTION:

That council officers investigate where the suitable locations would be for Pedestrian crossings on Taylors Rd from Watervale Blvd to Gourlay Rd and provide a report to council with the findings and indicative costs.

OFFICER'S COMMENTS:

Taylors Road is currently classified as a local road and thus falls under Council's responsibility. It is appropriate for a review of how the road functions, particularly in terms of the opportunity to provide more formalised opportunities for pedestrians to cross the road. The review would take account of traffic volumes, the location of sites that generate high pedestrian activities (such as schools and shopping facilities), the surrounding footpath network, along with any existing pedestrian crossing opportunities. A report will be provided to Council on the issue following completion of the review.

- 16. COUNCILLOR'S QUESTIONS WITHOUT NOTICE**
- 17. MOTIONS WITHOUT NOTICE**
- 18. URGENT BUSINESS**

19. CONFIDENTIAL BUSINESS

Recommended Procedural Motion

That pursuant to section 89(2) of the *Local Government Act 1989* the meeting be closed to the public to consider the following reports, that are considered confidential for the reasons indicated:

19.1 Tertiary Education Dealings

This report is confidential in accordance with s89(2)(h) as it relates to any other matter which the Council or special committee considers would prejudice the Council or any person.

Procedural Motion

That the meeting be opened to the public.

20. CLOSE OF BUSINESS