



MELTON CITY COUNCIL

**Minutes of the Meeting of the Melton
City Council**

27 September 2021

**THESE MINUTES CONTAIN REPORTS DEALT WITH AT A
CLOSED MEETING OF COUNCIL**

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MELTON CITY COUNCIL

MINUTES OF THE MEETING OF THE MELTON CITY COUNCIL HELD
VIA A VIDEOCONFERENCE ON 27 SEPTEMBER 2021 AT 7:00PM

Present: Cr K Majdlik (Mayor)
Cr G Kesic (Deputy Mayor)
Cr S Abboushi
Cr L Carli
Cr M Deeming
Cr S Ramsey
Cr J Shannon
Cr B Turner
Cr A Vandenberg

Mr K Tori, Chief Executive Officer
Ms LJ Mellan, Executive Manager Property & Projects
Mr M Heaney, General Manager Community Services
Mr D Caligari, Acting General Manager Corporate Services
Ms S Romaszko, Acting General Manager Planning and Development
Mr R Baggio, Manager Planning Services
Mr S Rumoro, Manager Finance
Mr B Dosser, Manager Legal, Governance & Risk
Ms R Bartlett, Governance Officer

1. OPENING PRAYER AND RECONCILIATION STATEMENT

The Mayor, Cr Majdlik read the opening prayer and reconciliation statement.

2. APOLOGIES AND LEAVE OF ABSENCE

Nil.

3. CHANGES TO THE ORDER OF BUSINESS

Nil.

4. DEPUTATIONS

Nil.

5. DECLARATION OF ANY PECUNIARY INTEREST, OTHER INTEREST OR CONFLICT OF INTEREST OF ANY COUNCILLOR

The General Manager Community Services, Mr Heaney, declared a Material Conflict of Interest pursuant to Section 128 of the *Local Government Act 2020* in Item 17.3, 'Appointment of Acting Chief Executive Officer'.

6. ADOPTION AND CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the Meeting of Council held on 30 August 2021 and Meeting of Council held on 13 September 2021 be confirmed as a true and correct record.

Motion

Crs Carli/Kesic

That the recommendation be adopted.

CARRIED

7. SUMMARY OF INFORMAL MEETINGS OF COUNCILLORS**7.1 SUMMARY OF INFORMAL MEETINGS OF COUNCILLORS IN ACCORDANCE WITH CHAPTER 6, RULE 1 OF THE COUNCIL'S GOVERNANCE RULES**

- 30 August 2021 Summary of Informal Meetings of Councillors
- 6 September 2021 Summary of Informal Meetings of Councillors
- 13 September 2021 Summary of Informal Meetings of Councillors
- 14 September 2021 Summary of Informal Meetings of Councillors
- 20 September 2021 Summary of Informal Meetings of Councillors

RECOMMENDATION:

That the Summary of Informal Meetings of Councillors dated 30 August, 6, 13 and 20 September 2021 attached to this Agenda be received and noted.

Motion

Crs Abboushi/Vandenberg

That the recommendation be adopted.

CARRIED

LIST OF APPENDICES

1. Summary of Informal Meetings of Councillors - dated 30 August 2021
2. Summary of Informal Meetings of Councillors - dated 6 September 2021
3. Summary of Informal Meetings of Councillors - dated 13 September 2021
4. Summary of Informal Meetings of Councillors - dated 14 September 2021
5. Summary of Informal Meetings of Councillors - dated 20 September 2021

8. CORRESPONDENCE INWARD

Nil.

9. PETITIONS AND JOINT LETTERS

Nil.

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

Nil.

11. PUBLIC QUESTION TIME

Name	Question asked of Council
David Gorton	<p><i>“Dear Council, Mayor and Councillors, Given the dangerous conditions that currently exist between the junctions of Eynesbury Road to Exford Road straddling the weir), would the council be willing to undertake a full engineering investigation in to the hazardous road conditions present at this major transport route ?</i></p> <p><i>From the roadside fast food van and large trucks entering the highway, to a damaged road surface, and hazardous T junction, at Lozzbert Reserve, there is an increasing number of accidents occurring in this location. With the increase in road traffic and large trucks in the area, it is without doubt the area needs some significant attention, and major safety works be considered.</i></p> <p><i>There have been a number of accidents in the location recently.</i></p> <p><i>Apart from the hazard to the community (both Exford and Eynesbury), the closure of the road, leads to a 32km detour for all residents in Eynesbury, and is now becoming an arterial road into the City from Geelong.</i></p> <p><i>I thank you for taking the time to reading my question to council.</i></p> <p><i>With kind regards, David Gorton”</i></p>
Danny	<p><i>“When will construction start on Melton Rec Reserve Pavilion please?”</i></p>
David O’Connor	<p><i>“According to recent Facebook posts, some residents seem disappointed with newly developed parks and playground facilities in Diggers Rest compared to other facilities within the municipality, like Woodlea for example.</i></p> <p><i>What input does Council have with respect to the development of parks and playgrounds and what challenges does Council face in relation to on-going maintenance when a developer completes an estate?”</i></p>

David O'Connor	<p><i>“It’s understood that in 2013, Metro-Trains commissioned a report to undertake an assessment of the level crossing at Diggers Rest. Did Council provide any input to that report and did Council receive any feedback from its findings and if so, what information can Council make available in the interests of the wider community?”</i></p>
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Procedural Motion

Crs Carli/Ramsey

That the recommendations as printed in Items 12.1,12.4 and 12.9 be adopted en bloc.

CARRIED**12. PRESENTATION OF STAFF REPORTS****12.1 ADVISORY COMMITTEES OF COUNCIL - AGGREGATED MEETING MINUTES****Author: Rebecca Bartlett - Acting Governance Officer****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. adopt the minutes of the Advisory Committee meetings at **Appendix 1 – 5**
2. endorse that the Disability Advisory Committee will be the ongoing major sponsor for the Disability and Inclusion Award for Council's Business Excellence Awards.
3. adopt recommendations arising within the Minutes.

Motion

Crs Carli/Ramsey

That the recommendation be adopted.

CARRIED

REPORT**1. Executive Summary**

Whilst not mentioned in the Local Government Act 2020 (the 2020 Act), Council has the power to create Advisory Committees pursuant to its general power set out in section 10 of the 2020 Act.

The minutes of the Advisory Committees attached to this report form a written record of meeting including any matters considered and any conflicts of interest disclosed.

The minutes also serve as the advice/recommendations to Council for its consideration.

2. Background/Issues

An Advisory Committee is a committee established by Council to provide advice to it or its delegate. Whilst not mentioned in the 2020 Act, Council has the power to create Advisory Committees pursuant to its general power set out in section 10 of the 2020 Act.

All advisory Committees are subject to their individual Terms of Reference. The membership varies depending upon the committee's 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. Advisory Committees for the 2020/21 municipal year were considered by the Councillor Representation Nominations Advisory Committee (CRNAC) when it met on Monday 23 November 2020.

The minutes of the Advisory Committees attached to this report forms the written record of the committee detailing matters considered and any conflicts of interest disclosed.

The minutes also serve as the advice/recommendations to Council.

Meeting Date	Advisory Committee	Attached
8 June 2021	Safe City Advisory Committee Minutes	Appendix 1
3 August 2021	Preventing Family Violence	Appendix 2
5 August 2021	Disability Advisory Committee	Appendix 3
10 August 2021	Risk Management Committee	Appendix 4
2 September 2021	Arts and Culture Advisory Committee	Appendix 5

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

5.3 Effective civic leadership, advocacy, partnerships and good governance.

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. Safe City Advisory Committee Meeting Minutes - dated 8 June 2021
2. Preventing Family Violence Advisory Committee Meeting Minutes - dated 3 August 2021
3. Disability Advisory Committee Meeting Minutes - dated 5 August 2021
4. Risk Management Committee Meeting Minutes - dated 10 August 2021
5. Arts and Culture Advisory Committee Meeting Minutes - dated 2 September 2021

Cr Abboushi left the videoconference at 7:19pm.

The meeting was adjourned at 7:21pm.

The meeting resumed at 7:26pm.

Cr Abboushi returned to the videoconference at 7:26pm.

12.2 RESPONSE TO PETITION - INTERSECTION OF MANDALAY PARADE AND CITY VISTA COURT, FRASER RISE

Author: Kerry Walton - Coordinator Traffic and Transport

~~Presenter: Sam Romaszko – Manager Engineering Services~~

Presenter: Sam Romaszko – Acting General Manager Planning & Development

PURPOSE OF REPORT

To respond to a petition tabled at the Ordinary Meeting of Council on 30 November 2020 containing 59 signatures. The petition requests a fully direction intersection at Mandalay Parade and City Vista Court in Fraser Rise, with the intent to allow vehicles the opportunity to turn right from Mandalay Parade, into City Vista Court.

RECOMMENDATION:

That Council;

1. Retain a left in/left out intersection of City Vista Court and Mandalay Parade and undertake landscaping or bollard treatment to restrict illegal right turn movements in and out of Mandalay Parade.
2. Note the upgrade works associated with the Taylors Road corridor which includes a signalised intersection at City Vista Court.
3. Note the fully directional intersection at intersection of City Vista Court/Orbis Avenue is identified within the long-term capital works program for consideration in a future program.

Motion

Crs Kesic/Abboushi

That Council;

1. Retain a left in/left out intersection of City Vista Court and Mandalay Parade and undertake landscaping or bollard treatment to restrict illegal right turn movements in and out of Mandalay Parade.
2. Note the upgrade works associated with the Taylors Road corridor which includes a signalised intersection at City Vista Court.
3. Note the fully directional intersection at intersection of City Vista Court/Mandalay Parade be considered in the 2022/23 budget process.

CARRIED

REPORT

1. Executive Summary

At the Ordinary Meeting of Council held on 30 November 2020, a petition was tabled containing 59 signatures requesting the conversion of the existing left in / left out intersection at the intersection of Mandalay Parade and City Vista Court, to a fully directional intersection.

Council officers have reviewed the existing road network and taken into consideration upcoming capital works including the future development of surrounding growth areas as identified within various precinct structure plans. The scheduled duplication of Taylors Road (between Gourlay Road and City Vista Court) is likely to change the way residents within the catchment area seek to travel north on City Vista Court. This duplication is scheduled to occur within the next three years.

An alternate intersection arrangement is currently being investigated that will improve the safety of motorists particularly those travelling from Mandalay Parade and surrounding streets to u-turn safely at and travel north along City Vista Court.

Given the proximity of Mandalay Parade to the Taylors Road/City Vista Court intersection and conflicts associated with current traffic queues and future turn lanes of the signalised intersection, a future connection to City Vista Court from Orbis Avenue would be a safer option noting that due to the catchment size and subsequent low demand for right turn movements, works associated with the provision of an intersection treatment is of low priority.

Upon completion of major upgrade works associated with Taylors Road that includes the signalisation of City Vista Court, and further development of the Plumpton PSP Town Centre and Business District, it is proposed that a treatment at the intersection of City Vista Court and Orbis Avenue be reassessed and considered in Council's annual budget process.

2. Background/Issues

City Vista Court is aligned in a north – south direction and runs from Taylors Road in the south and Beatty's Road in the north. In the vicinity of Mandalay Parade, City Vista Court is a divided road with a 3.0 metre central island, bicycle lanes, and on street parallel parking. The configuration of City Vista Court is shown in Figure 1.



Figure 1 Catchment Area and Surrounding Road Network

Mandalay Parade is located within a small catchment area which consists of approximately 285 residential lots. The catchment area is bound by the City Vista Sporting Precinct to the north, Orbis Avenue to the east, Taylors Road to the south, and City Vista Court to the west. The catchment area is shown in Figure 2 below.



Figure 2 Catchment Area and Surrounding Road Network

The two fully directional access points to the catchment area are both from Taylors Road as shown in Figure 2 above. The locations of these intersections are:

- Taylors Road and Orbis Avenue; and
- Taylors Road and Serra Way

The two left in / left out intersections are provided to / from City Vista Court. The location of these intersections are:

- City Vista Court and Orbis Avenue; and
- City Vista Court and Mandalay Parade

Under current conditions, residents seeking to travel north along City Vista Court are required to turn right onto Taylors Road at one of the two fully directional intersections before turning right onto City Vista Court from Taylors Road.

Future Development

The catchment area is located within the Plumpton Precinct Structure Plan which is planned

to experience significant long-term development. The location of the catchment area in relation to future development is highlighted in Figure 3 below.

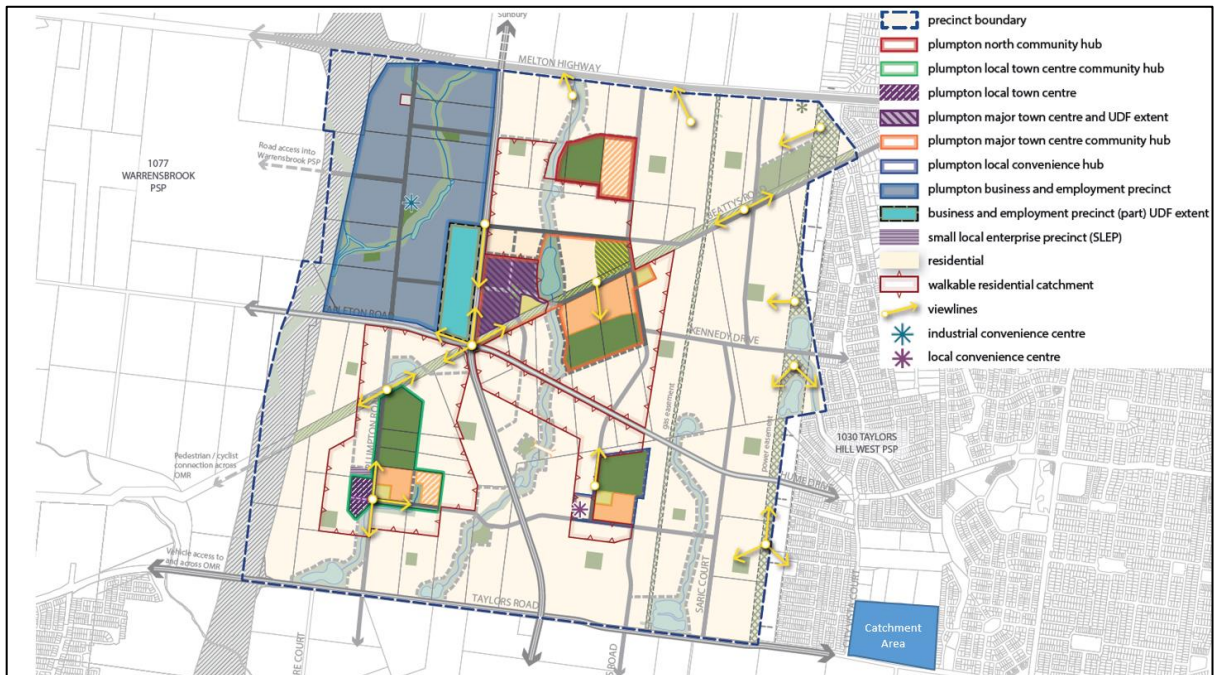


Figure 3 Future Development to the north and west

Of note in Figure 3 above is the future business and employment precinct, and major town centre. These two major attractors can be expected to increase the number of residents seeking to travel north along City Vista Court once they are developed. The development of these precincts is forecast to occur in the next 10-15 years.

Traffic Congestion

The practicality of access arrangements for residents in the catchment area seeking to travel north along City Vista Court is influenced by the existing traffic congestion experienced along Taylors Road and the intersection of City Vista Court. Due to the location of the school (on City Vista Court) congestion reaches its peaks during school times. This is consistent with road corridors adjacent to school precincts.

The intersection of Taylors Road and City Vista Court also experiences queuing during school times with residents traveling south along City Vista Court seeking to turning onto Taylors Road experiencing delays.

The delays that are experienced are expected to impact the proposed fully directional intersection at Mandalay Parade, with stationary cars potentially blocking right turn movements from City Vista Court onto Mandalay Parade and sightlines of on-coming cyclists also obstructed by stationary cars.

Taylors Road and City Vista Court Intersection

The intersection of Taylors Road and City Vista Court experiences a high traffic volume with the current configuration an interim design. Under current conditions, delays are experienced at the intersection of City Vista Court and Taylors Road in part due to the following;

- The absence of turning lanes, when turning from City Vista Court onto Taylors Road resulting in vehicles queuing as they wait to turn right onto Taylors Road, and
- Congestion along Taylors Road due to capacity constraints associated with a high level of traffic on a single lane road.

The scheduled duplication of Taylors Road between Gourlay Road and City Vista Court is likely to change the way residents within the catchment area seek to travel north on City Vista Court. This duplication is scheduled to occur within the next three years.

In the meantime, an alternate intersection arrangement is being investigated that will improve the safety of motorists particularly those travelling from Mandalay Parade and surrounding streets to U-turn at and travel north along City Vista Court.

Taylors Road Upgrade (road duplication and City Vista Court signalised intersection)

The upgrade of the Taylors Road and City Vista Court intersection is currently within the design phase, and will see the following changes experienced;

- The duplication of Taylors Road (west bound lane);
- The signalisation of City Vista / Taylors Road;
- An increase in length of turning lanes from Taylors Road onto City Vista Court;
- The introduction of U-turn movements;
- A 65m turning left lane from City Vista Court onto Taylors Road; and
- A change in access to Serra Way to being left in only.

The signalisation of City Vista Court can be expected to provide a U-turn movement allowing residents to turn left from Mandalay Parade onto City Vista Court before using the signalised U-turn at the intersection of City Vista Court and Taylors Road to travel north on City Vista Court. The proposed changes will also see improved conditions turning right from Orbis Avenue onto Taylors Road and the right from Taylors Road onto City Vista Court. After the duplication of Taylors Road, the following opportunities for residents in the catchment to travel north on City Vista Court will be available as shown in Figure 4.



Figure 4 Post Intersection Upgrade routes to traveling Northbound on City Vista Court

Assessment of proposed intersection locations

When considering the intention of a full directional intersection at Mandalay Parade, a

comparison to an alternative intersection at Orbis Avenue weighting the merits of the intersection relative to Orbis Avenue is considered. The two alternatives are highlighted in Figure 5 below.

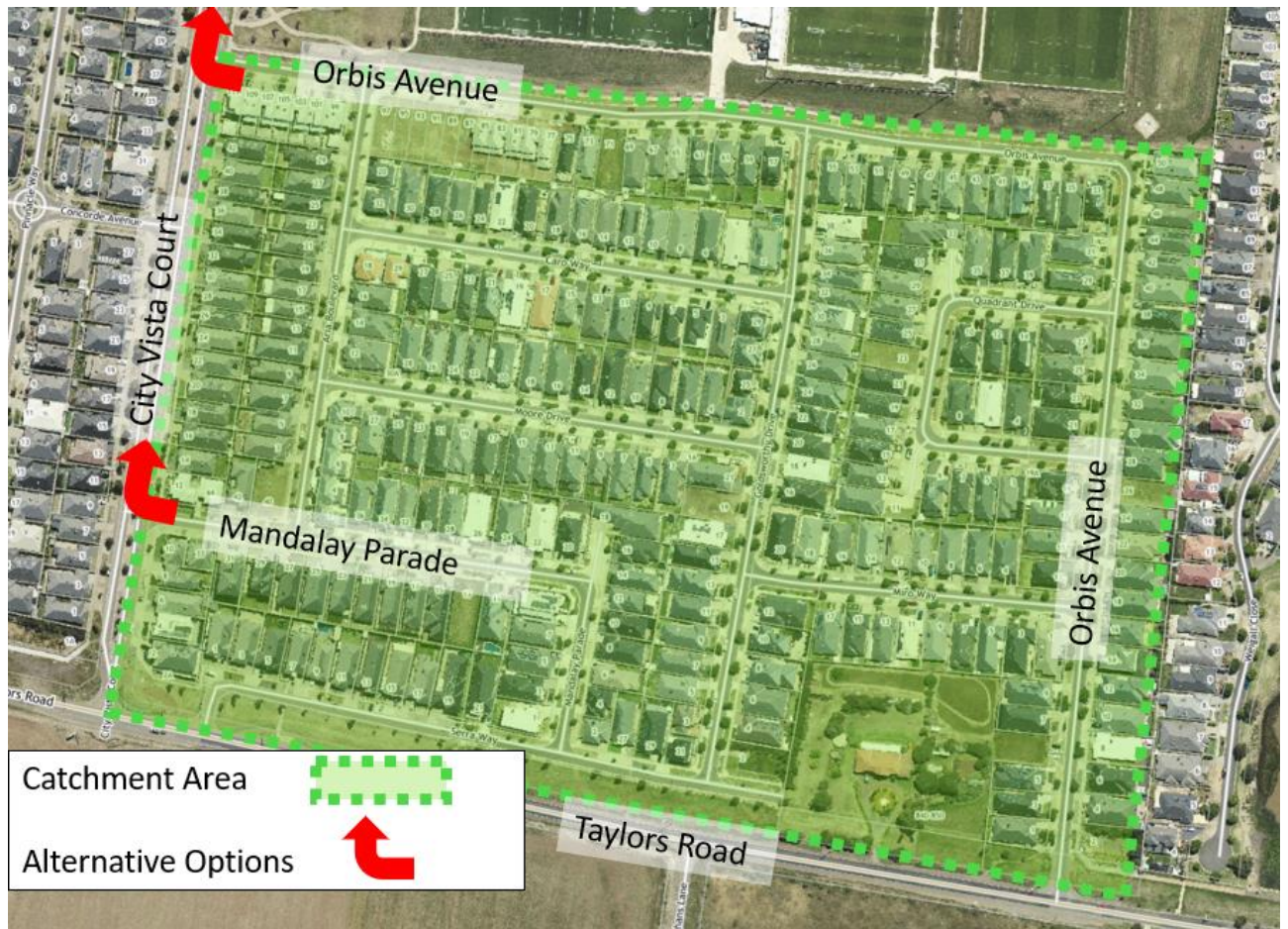


Figure 5 Orbis Avenue vs Mandalay Parade

Figure 5 above shows the location that an intersection at Orbis Avenue facilitating right turn movements is a more convenient location for majority of residents within the catchment area. Further, a fully directional intersection at Orbis Avenue provides the following benefits over an intersection at Mandalay Parade:

- It improves access to the southern side of the sporting precinct using Orbis Avenue.
- The intersection is further away from the Taylors Road and City Vista intersection, reducing the potential for conflict for vehicles turning right into the catchment.
- It is less likely to be blocked by vehicles queuing on City Vista Court waiting to turn onto Taylors Road.
- There is less likely to be stationary vehicles reducing the sight lines to cyclists for vehicles turning right into the catchment area.

Given the proximity of Mandalay Parade to the Taylors Road/City Vista Court intersection and conflicts associated with current traffic queues and future turn lanes of the signalised intersection, a future connection to City Vista Court from Orbis Avenue would be a safer option as it avoids any conflicts with traffic at the signalised intersection and has improved visibility where vehicles entering and exiting Orbis Drive are clearly seen by vehicles/cyclists travelling along City Vista Court.

Due to the catchment size and subsequent low demand for right turn movements, works associated with the provision of an intersection treatment is of low priority. Upon completion of major upgrade works associated with Taylors Road that includes the signalisation of City Vista Court, and further development of the Plumpton PSP Town Centre and Business District, it is proposed that a treatment at the intersection of City Vista Court and Orbis Avenue be reassessed and considered in Council's annual budget process.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

3. A well planned and built City: A City with a clear vision to manage growth in a sustainable and accessible way

3.1 A City that strategically plans for growth and development.

4. Financial Considerations

There is an estimated \$5,000 cost associated with maintaining the existing road environment and undertaking a treatment (landscaping/bollards) within the road reserve on City Vista Court, that will be funded through Council's operating budget.

Options 2 or 3 would see an estimated cost of \$150,000 incurred for the provision of a fully directional intersection at either location.

5. Consultation/Public Submissions

Consultation associated with maintaining the existing road environment would not be required.

Community consultation on either Option 2 or 3 would be required, which would see affected residents consulted regarding proposed works scheduled to occur in the vicinity, together with potential impacts (refer to Risk Analysis below).

6. Risk Analysis

Option 1 – Maintaining the Existing Road Environment

The risk in maintaining the existing road environment is relatively minor with residents within the catchment area experiencing a short delay in traveling north on City Vista Court traveling via Taylors Road. This will improve slightly with the introduction of U-turn movements at City Vista Court / Taylors Road as part of the Taylors Road Duplication Project.

Option 2 – A fully Directional Intersection at City Vista Court / Mandalay Parade

Traffic congestion may create an intersection that functions poorly due to queuing on City Vista Court across this intersection. The queuing may present a risk to cyclists using on-road cycling lanes. Residents may also not support the loss of parking due to the introduction of the intersection.

Option 3 – A fully Direction Intersection at City Vista Court / Orbis Avenue

Residents on Orbis Avenue may not be supportive of the increase in traffic. Residents may also not support the loss of parking due to the introduction of the intersection.

7. Options

Option 1 – Maintaining the existing road environment, and undertake landscaping/bollard treatment to deter illegal movements for vehicles turning right onto City Vista Court

Option 2 – A fully directional intersection at City Vista Court / Mandalay Parade

Option 3 – A fully Direction Intersection at City Vista Court / Orbis Avenue

LIST OF APPENDICES

Nil

12.3 RESPONSE TO NOTICE OF MOTION 767 (CR ABBOUSHI) - STREET LIGHTING REVIEW OF TAYLORS ROAD, FRASER RISE

Author: Kerry Walton - Coordinator Traffic and Transport
~~Presenter: Sam Romaszko – Manager Engineering Services~~
Presenter: Sam Romaszko – Acting General Manager Planning & Development

PURPOSE OF REPORT

To respond to Notice of Motion 767 (Cr Abboushi) that council officers investigate and prepare a review of street lighting along the Taylors Road Corridor with consideration to interim and ultimate arrangements.

RECOMMENDATION:

That Council note that interim lighting improvements to two key intersections and associated safety measures including linemarking, signage and delineation are scheduled to occur.

Motion

Crs Abboushi/Kesic

That the recommendation be adopted.

CARRIED

REPORT

1. Executive Summary

At the Ordinary Meeting of Council held on 8 February 2021, the following Notice of Motion 767 (Cr Abboushi) was resolved:

‘That Council undertake a review of street lighting along the Taylors Road Corridor with consideration to interim and ultimate arrangements, and that a report be prepared for consideration at a future meeting of Council.’

A road safety audit assessment and public lighting assessment of Taylors Road have been undertaken and identified a suite of options associated with lighting along Taylors Road. It is noted that the existing lighting on Taylors Road is in accordance with AS1158 with respect to the existing road environment.

The road safety audit identified two intersections and the consideration for lighting improvements, comprising of an upgrade of the existing lamps. This, together with a range of other improvements including linemarking, signage and delineation works have been scheduled to occur over the coming months.

2. Background/Issues

Taylors Road is a major local road that runs in an east / west direction and runs from Leakes Road in the west to Sunshine Avenue in the east where it then continues as Green Gully Road.

The area reviewed for this report is confined to the area between Plumpton Road and City Vista Court and is shown in Figure 1 below.

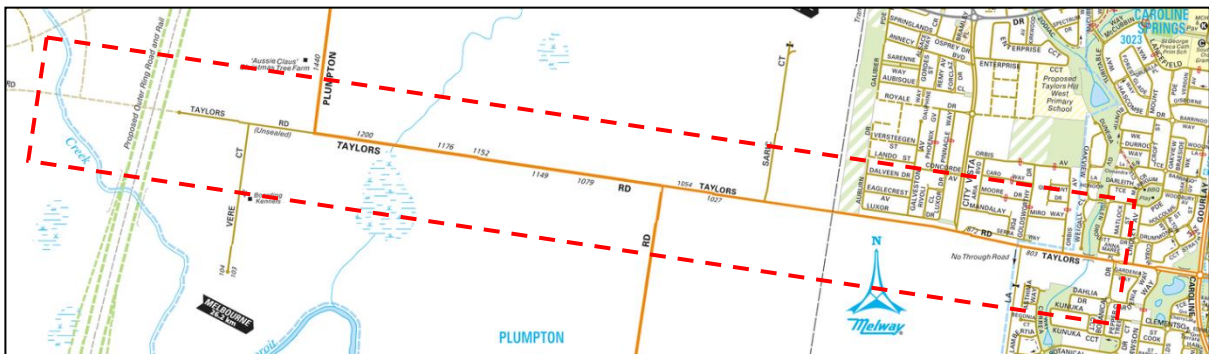


Figure 1 – Taylors Road: Plumpton Road to City Vista Court

This section of Taylors Road is relatively straight and flat, operating with a single traffic lane in each direction with a carriageway width of approximately 7m, and posted speed limit of 60km/h for most of this length, with a section posted at 80km/h east of Plumpton Road.

Many intersections in this section provide turning lanes, however Taylors Road does not provide formalised kerb, channel, footpaths, or underground drainage at present. Street lighting has been provided where the road is formalised with footpaths, pedestrian facilities, traffic islands and key intersections as it is required to illuminate those items. The remaining sections of Taylors Road is rural in nature and as such street lighting is not typically provided from a road safety perspective. The road is currently experiencing change from its historic use as a rural road to its current and future function as a major road within the municipality.

Taylors Road Corridor Study

A corridor study has been undertaken to review the existing road network conditions, analyse the impact of future traffic volume growth within the area, and methods of managing this growth.

The study informed the expected timings of when road and intersection upgrades are required and assist in discussions with adjoining developers of Councils priorities to be delivered along Taylors Road. A copy of the Taylors road Corridor Upgrade Plan is provided in **Appendix A** of this report. Please note that works identified in this plan are subject to Councils annual budget process and as such are subject to change at any time.

Of note are three planned signalised intersection upgrades at the following major intersections, being City Vista Court, which will be delivered by the land developer located to the south of the intersection with the intersections of Sinclair's Road and Plumpton Road being delivered by Melton City Council which are all are anticipated to be completed by June 2023 and will include street lighting in accordance with Australian Standards AS1158.

Proposed duplication works within the Taylors Road Corridor Plan are expected to be completed within a 5–10-year time frame by developers in accordance with Plumpton and Kororoit Creek Infrastructure Contribution Plans (ICP).

Road Safety Audit (July 2021)

A road safety audit (RSA) was undertaken by an independent Road Safety Auditor as a proactive measure to review the existing road environment for both day and night-time conditions along Taylors Road between Leakes Road and Caroline Springs Boulevard.

The report provided a number of recommendations to increase safety for road users to be addressed. The majority of the findings can be categorised as followed:

- Minor maintenance issues and defects that can (and currently are) being actioned/address under typical operations and minor capital works budgets. These comprise of re line marking the road to improve delineation of the road particularly at night-time, cleaning of existing signs and reinstating missing traffic signs.

- Concerns that will be addressed by the scheduled intersection upgrades in progress; and
- Other items that should be considered between now and when the intersection improvements occur. In this respect, the RSA suggested lighting improvements to the intersections of Taylors Road and Plumpton Road, and Taylors Road and Sinclair's Road, respectively. It was noted that an existing 5 streetlights were not in operation of the evening. It is expected that those lights will be switched on by the power authority shortly. No further lighting improvements were identified for Taylors Road from a road safety perspective.

Public Lighting Assessment

In conjunction with the Road Safety Audit (RSA), a public lighting assessment was commissioned by Melton City Council and conducted by Traffics Works in August 2021.

The Australian Standard for Lighting for roads and public spaces states the following:

The performance criteria for road and public space lighting schemes can include any or all of the three basic aims of—

- (a) facilitation of safe movement.*
- (b) the discouragement of illegal acts; and*
- (c) contributing to the amenity of an area through increased aesthetic appeal.*

However, as the most common primary aim of a scheme is that of safe movement of people, the series divides road lighting into the two following broad categories:

- (I) Category V lighting - Lighting that is applicable to roads on which the visual requirements of motorists are dominant, e.g., traffic routes.*
- (ii) Category P lighting - Lighting that is applicable to roads and other outdoor public spaces on which the visual requirements of pedestrians are dominant, e.g., local roads, outdoor shopping precincts, outdoor car parks.*

Based on the above, the lighting assessment considered Taylors Road for Category V lighting in accordance with the Australian Standards AS1158.1.1 and provided two lighting options to consider as follows.

Interim option

The interim lighting assessment was assessed in accordance with AS1158.1.1 Category V Flag lighting where lights are provided on existing power poles and to light intersecting roads where safety concerns are identified through a Road Safety Audit. Where an existing power pole was not present then a new street light pole would be required. Given Taylors Road is a rural road and yet to be urbanised the consideration of Flag lighting is considered appropriate.

The interim lighting assessment design identified nine new lighting poles across a range of locations between Plumpton Road and City Vista Court. The assessment identified that whilst the intersection of Sinclairs Road and Taylors Road met the standard for Flag lighting, an additional light/ upgrade to the existing lamp would improve visibility of the intersection. It is considered that the same approach would also be provided at the Plumpton Road and Taylors Road intersection in response to the RSA. Other light poles identified were considered to bridge short gaps between existing intersections.

Ultimate option

The ultimate lighting assessment was assessed in accordance with AS1158.1.1 V5 Category (Route Lighting) and V3 Category (Major Intersection) Lighting.

This option identifies a total of 45 new lighting poles in a range of locations between Plumpton Road and City Vista Court bringing lighting to a full V Category. This standard of lighting is

typically provided where the road is urbanised and provides infrastructure such as pedestrian facilities and traffic islands that need to be visible at night by motorists. i.e Caroline Springs Boulevard, Gourlay Road.

Rural roads are not required to be lit to Category V lighting as they have limited infrastructure like traffic islands to be visible by motorists at night. Melton Highway (from The Regency and Melton) only provides V Category lighting at key traffic intersections where traffic islands are provided whilst the remaining sections of road has no lighting.

In summary, a road safety audit assessment and public lighting assessment of Taylors Road have been undertaken and identified a suite of options associated with lighting along Taylors Road. It is noted that the existing lighting on Taylors Road is in accordance with AS1158 with respect to the existing road environment.

The road safety audit identified two intersections and the consideration for lighting improvements, comprising of an upgrade of the existing lamps. This, together with a range of other improvements including linemarking, signage and delineation works have been scheduled to occur over the coming months.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

3. A well planned and built City: A City with a clear vision to manage growth in a sustainable and accessible way

3.2 Community facilities, infrastructure and services that are equitably planned for, provided and maintained.

The adopted upgrades should be consistent with Council's adopted policy of equitably planning, providing, and maintaining infrastructure. Delivering lighting scheduled to be delivered by developers or future upgrade plans presents as a costly exercise with a short lifespan of benefit.

4. Financial Considerations

A number of traffic and maintenance items are currently being addressed to improve safety along the Taylors Road corridor and have been funded through the current operating budget.

In the event interim lighting improvements along the Taylors Road corridor were to be considered (**Option 1**), this would see a cost of \$150,000.

The provision of full category V lighting along the Taylors Road corridor (**Option 2**) would see an estimated cost of \$900,000 incurred.

Both options presented above would require design work and have extensive lead times relating to the delivery of infrastructure on site.

5. Consultation/Public Submissions

Public consultation associated with the options presented would not be required.

6. Risk Analysis

Option 1 – Provide lighting Improvements

The main risk is associated to the delay in design and implementation of interim lighting due to the requirement to get approval from the power authorities to install lights to the existing

power supply which can take approximately 6-8-months. Works with an expedited design timeframe would likely not occur until June 2022.

There is risk that any new lighting may need to be relocated to conform with duplication of Taylors Road, and scheduled upgrades in the configuration of intersections. This presents a risk that an interim solution is a temporary measure and will become redundant when upgrade works occur.

Access to power in suitable locations presents a financial risk. Due to some areas along this stretch of Taylors Road not yet being developed, power in some locations is not suitably located. Solar lighting could be considered to resolve this issue.

Option 2 – Provision of full category V lighting

As per option 1 above, a similar process is required and will see an extensive lead time to allow for design and implementation of lighting. This is due to the requirement to obtain approval from the power authorities for the installation of lighting to the existing power supply which can take approximately 6-8-months. Works with an expedited design timeframe would likely not occur until June 2022.

There is risk that any new lighting may need to be relocated to conform with duplication of Taylors Road, and scheduled upgrades in the configuration of intersections.

Access to power in suitable locations presents a financial risk. Due to some areas along this stretch of Taylors Road not yet being developed, power in some locations is not suitably located. Solar lighting could be considered to resolve this issue.

It is also noted the potential expectation from our community to provide lighting improvements over and above the Australian Standard, where we see planned upgrades to our existing rural road network not occurring in line with community expectation.

7. Options

The following options have been provided for consideration, noting that a number of traffic and maintenance items are currently being addressed that improve the safety along Taylors Road.

Option 1 – Interim lighting improvements along the Taylors Road corridor

Option 2 – Provision of full Category V lighting along the Taylors Road corridor

LIST OF APPENDICES

1. Taylors Road Corridor Upgrade Plan - undated

12.4 AUDIT AND RISK COMMITTEE MINUTES FOR MEETING HELD 8 SEPTEMBER 2021

Author: Cheryl Santoro - Senior Administration Officer
Presenter: Kel Tori - Chief Executive Officer

PURPOSE OF REPORT

To present to Council the minutes of the Audit and Risk Committee meeting held on Wednesday 8 September 2021.

RECOMMENDATION:

That Council:

1. Note the minutes of the Audit and Risk Committee meeting held on Wednesday 8 September 2021 at **Appendix 1**.
2. Adopt the recommendations arising within the minutes.

Motion

Crs Carli/Ramsey

That the recommendation be adopted.

CARRIED

REPORT

1. Executive Summary

The minutes of the Audit and Risk Committee meeting held on 8 September 2021 are appended to this report as **Appendix 1**.

The minutes contain recommendations for the consideration of Council.

2. Background/Issues

The Audit and Risk Committee is established by the Council pursuant to Section 53 of the *Local Government Act 2020* ('the Act').

The primary function and responsibility of the Audit and Risk Committee is to monitor the compliance of Council policies and procedures with the Act including any regulations, and chiefly, the overarching governance principles, Council's financial and performance reporting, Council's risk management and fraud prevention systems and controls and oversee the internal and external audit function.

The Audit and Risk Committee makes recommendations to Council for its consideration. These recommendations are set out in the minutes attached at **Appendix 1** for matters that the Audit and Risk Committee considered.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

5.3 Effective civic leadership, advocacy, partnerships and good governance.

4. Financial Considerations

Any and all financial considerations are set out within the reports and minutes of the Audit and Risk Committee.

5. Consultation/Public Submissions

Not applicable.

6. Risk Analysis

A risk analysis is contained within each report to the Audit and Risk Committee.

Risks identified by the Audit and Risk Committee and recommendations in relation to same should be carefully considered by Council as these represent an independent and forensic appraisal of the issues.

7. Options

The Audit and Risk Committee is not a delegated committee and operates in an advisory capacity to Council, therefore Council has the discretion to accept, reject or amend the Committee's recommendations.

LIST OF APPENDICES

1. Audit and Risk Committee Minutes for Meeting Held on 8 September 2021

12.5 COUNCIL AND WELLBEING PLAN 2021-2025

Author: Bob Baker - Corporate Planning and Performance Coordinator
Presenter: Laura-Jo Mellan - Executive Manager Property and Projects

PURPOSE OF REPORT

To present the Council and Wellbeing Plan 2021-2025 for adoption.

RECOMMENDATION:

That Council:

1. adopt the Council and Wellbeing Plan 2021-2025, as presented at **Appendix 1**;
2. note the submission table contained at **Appendix 2**; and
3. note the letter of exemption for the Department of Health contained at **Appendix 3** which allows Council to prepare and integrated Council Plan and Health and Wellbeing Plan.

Motion

Crs Turner/Ramsey

That the recommendation be adopted.

CARRIED

REPORT

1. Executive Summary

The Council and Wellbeing Plan 2021-2025 (The Plan) has been prepared in accordance with the *Local Government Act 2020* and the *Public Health and Wellbeing Act 2008*. Council has integrated its Municipal Public Health and Wellbeing Plan (MPHWP) into its 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 has an ability to impact positively on community health and wellbeing.

The *Local Government Act 2020* states that councils must apply deliberative engagement practices to the development of the Council and Wellbeing Plan (**Appendix 1**). The City of Melton community panel was established in February 2021 to contribute to the development of the Council and Wellbeing Plan. This deliberative engagement process was intended to not just fulfil the legislative requirements but to also offer opportunities for greater dialogue between Councillors, Council officers and the community.

Under the *Public Health and Wellbeing Act 2008*, Councils are required to seek an exception from producing a stand alone MPHWP from the Department of Health This exemption has been approved, following the inclusion of a reference to the Victorian Health and Wellbeing Plan.

The vision – *A vibrant, safe and liveable City accessible to all*, will be achieved through the implementation of six themes:

- One: A safe City that is socially and culturally connected
- Two: A vibrant and healthy natural and built environment

- Three: A fast growing, innovative and well-planned City
- Four: A City that promotes greater education and employment
- Five: A community that is actively engaged in the City
- Six: A high performing organisation that demonstrates civic leadership and organisational excellence.

Each theme has several objectives, strategic indicators, and strategies. Annual Action Plans will be developed to implement the Plan, with regular progress reported to Council.

Legislatively Council is not required to place the Plan on public exhibition, however in keeping with Council's Community Engagement Policy and its commitment to deliberative engagement, Council approved the draft Plan be placed on public exhibition for 21 days from 3 August 2021.

The draft Council and Wellbeing Plan 2021-2025 was placed on public exhibition for 21 days, commencing 3 August 2021 and concluding 24 August 2021. Seven submissions were received during this time (**Appendix 2**).

Under the *Public Health and Wellbeing Act 2008*, Councils are required to seek an exemption to combine their Council Plan and the Health and Well Being Plan from the Department of Health. Council applied for this exemption and it was approved on 18 August 2021 (**Appendix 3**).

2. Background/Issues

The Plan (**Appendix 1**), has been prepared in accordance with the *Local Government Act 2020* ('the Act') and *Public Health and Wellbeing Act 2008*. The Municipal Public Health and Wellbeing Plan (MPHWP) has again been integrated into the Council Plan. By doing this, Council recognises the need for a high-level approach to addressing health outcomes and preventing ill health and acknowledges that every area of the organisation can make an impact on community health and wellbeing.

Legislative Requirements

Section 89(1) of the *Local Government Act 2020* requires Council to undertake the preparation of its Council Plan and other strategic plans in accordance with the strategic planning principles set out in Section 89(2):

- (a) an integrated approach to planning, monitoring and performance reporting is to be adopted;
- (b) strategic planning must address the Community Vision;
- (c) strategic planning must take into account the resources needed for effective implementation;
- (d) strategic planning must identify and address the risks to effective implementation;
- (e) strategic planning must provide for ongoing monitoring of progress and regular reviews to identify and address changing circumstances.

Section 90 sets out the elements that must be included in the Council Plan:

- (1) A Council must prepare and adopt a Council Plan for a period of at least the next 4 financial years after a general election in accordance with its deliberative engagement practices.
- (2) A Council Plan must include the following—
 - (a) the strategic direction of the Council;

- (b) strategic objectives for achieving the strategic direction;
 - (c) strategies for achieving the objectives for a period of at least the next 4 financial years;
 - (d) strategic indicators for monitoring the achievement of the objectives;
 - (e) a description of the Council's initiatives and priorities for services, infrastructure and amenity;
 - (f) any other matters prescribed by the regulations.
- (3) A Council must develop or review the Council Plan in accordance with its deliberative engagement practices and adopt the Council Plan by 31 October in the year following a general election.
- (4) The Council Plan adopted under subsection (3) has effect from 1 July in the year following a general election.

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 –
 - the Council Plan prepared under sections 89 and 90 of the Act 2020
 - 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*. 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 Council and Wellbeing Plan 2021-2025

Section 90 (3) of the *Local Government Act 2020* requires councils to develop or review the Plan in accordance with its deliberative engagement practices. The Plan has been informed by extensive consultation with the community, partner agencies, Council officers and Councillors. Council, for the first time, engaged a community panel to provide input into the development of the Plan. The community panel brought together 43 residents, who were representative of the community as a whole, and reflected the diversity of locations, ages,

and backgrounds of the City of Melton. In addition, a review and analysis of relevant research and data was completed to inform the Plan.

The community panel was given the broad remit to consider 'what are our aspirations for the growing City of Melton in 2041 and how should we prioritise and resource in order to get there?'.

Their contribution to the Plan was to prioritise the Plan's strategies to highlight which ones they thought were the most important for Council to focus on in the next four years.

The community panel was key to ensuring the community's voice was at the heart of Council's strategic planning. The consultation and engagement process was designed and led by Council in accordance with the requirements of the *Local Government Act 2020* and Council's Community Engagement Policy.

The Plan was also informed by the community's vision *Melton City 2041 – The City We Create* which is the pinnacle of Council's strategic planning, and provides direction not only to Council and its staff, but also to our community, stakeholders, local service providers and other levels of government.

During 2020 and 2021 people with a connection to the City were invited to identify opportunities and issues within the City that they would like to see Council focus on over the next four years. The impact of the COVID-19 pandemic meant the usual face-to-face opportunities for engagement could not be realised for this Plan. However, the consultation offered multiple avenues for engagement including surveys, focus groups, workshops, and various activities and opportunities online.

The result is a Council and Wellbeing Plan 2021-2025 that details Council's strategic direction for the next four years.

The Plan includes a new vision, which aspires to create *A vibrant, safe and liveable City accessible to all*.

This vision is underpinned by six themes, each containing several objectives, strategies, and performance indicators:

- One: A safe City that is socially and culturally connected
- Two: A vibrant and healthy natural and built environment
- Three: A fast growing, innovative and well-planned City
- Four: A City that promotes greater education and employment
- Five: A community that is actively engaged in the City
- Six: A high performing organisation that demonstrates civic leadership and organisational excellence

The requirements of the MPHWP have been integrated throughout the document demonstrated by:

- The inclusion of a wellbeing commitment – reinforcing Council's commitment to promoting and protecting the wellbeing of its community
- Health and wellbeing icon ♥ – indicating objectives, strategies and strategic 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.

Outcomes of the Public Exhibition

The draft Council and Wellbeing Plan 2021-2025 was placed on public exhibition for 21 days, commencing 3 August 2021 and concluding 24 August 2021. Seven submissions were

received during this time. The submissions were reviewed and assessed by Council officers, the submissions provided did not require any material changes to the draft Plan as outlined in **Appendix 2**. All submitters will be provided with a formal response.

Under the Public Health and Wellbeing Act 2008, Councils are required to seek an exemption to combine their Council Plan and the Health and Well Being Plan from the Department of Health. Council applied for this exemption and it was approved on 18 August 2021 (**Appendix 3**).

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 Council Annual Action Plan 2021-2022 will be presented at the Council Meeting on 27 September 2021. 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 2021-2025 was informed by the development of Melton City 2041 – The City We Create in accordance with s89(2)(c) of the *Local Government Act 2020*.

3. Council Plan Reference and Policy Reference

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

5.4 An organisation that demonstrates excellence in local government leadership and customer and community service.

4. Financial Considerations

The implementation of the Council and Wellbeing Plan 2021-2025 will be subject to annual budgets. The Plan will be reviewed annually and aligned with the Annual Action Plan, Budget, and Capital Works Program.

5. Consultation/Public Submissions

Section 90 (3) of the *Local Government Act 2020* requires councils to develop or review the Plan in accordance with its deliberative engagement practices. The Plan has been informed by extensive consultation with the community, partner agencies, Council officers and Councillors. Council, for the first time, engaged a community panel to provide input into the development of the Plan. The community panel brought together 43 residents, who were representative of the community as a whole, and reflected the diversity of locations, ages, and backgrounds of the City of Melton. In addition, a review and analysis of relevant research and data was completed to inform the Plan.

Legislatively Council was not required to place the Plan on public exhibition, however in keeping with Council's Community Engagement Policy and its commitment to deliberative engagement, the draft Plan was placed on public exhibition for 21 days from 3 August 2021.

Seven submissions were received during this time. Responses will be sent to submitters who provided feedback outlining how their comments have been addressed as detailed in **Appendix 2**.

6. Risk Analysis

Adoption of the Council and Wellbeing Plan 2021-2025 is required to meet Councils obligations under the *Local Government Act 2020* and the *Health and Well Being Act 2008* the relevant legislation. Should Council choose not to adopt the plan, it may impact Councils ability to meet these obligations.

7. Options

Council have the option to:

1. Approve the Council and Well Being Plan 2021-25 a presented at **Appendix 1** and note the documents contained at **Appendices 2 & 3**.
2. Not approve the Council and Well Being Plan 2021-2025.

LIST OF APPENDICES

1. Council and Wellbeing Plan 2021-2025 - undated
2. Council and Wellbeing Plan 2021-2025 Submission Table - undated
3. Exemption Letter from Department of Health - 18 August 2021

12.6 COUNCIL AND WELLBEING ANNUAL ACTION PLAN 2021/22

Author: Bob Baker - Corporate Planning and Performance Coordinator
Presenter: Laura-Jo Mellan - Executive Manager Property and Projects

PURPOSE OF REPORT

To present the proposed Council and Wellbeing Annual Action Plan 2021/22 for Council's consideration.

RECOMMENDATION:

That Council adopt the Council and Wellbeing Annual Action Plan 2021/22 as detailed in **Appendix 1**.

Motion

Crs Deeming/Kesic

That Council adopt the Council and Wellbeing Annual Action Plan 2021/22 as detailed in Appendix 1 but with CAP No. 176 amended to read 'deliver effective training programs to all managers and staff'.

CARRIED

REPORT

1. Executive Summary

Each year Council produces an Annual Action Plan identifying the key activities that Council will undertake to achieve the strategic outcomes, objectives and strategies identified in the Council and Wellbeing Plan 2021-2025 (The Plan).

There are 186 actions identified from across Council's service units detailed in the proposed 2021/22 Council and Wellbeing Annual Action Plan as detailed in **Appendix 1**.

Progress against these actions is reported to Council in a quarterly progress report and at the end of the year in Council's Annual Report.

2. Background/Issues

The Council and Wellbeing Plan 2021-2025 details the vision for the community, and the strategic outcomes, objectives and strategies to be undertaken in the work toward that vision.

The vision for the community is that Melton is "A vibrant, safe and liveable City accessible to all." The Council and Wellbeing Plan 2021-2025 identifies six (6) themes to guide the work of the organisation. These themes are:

1. A safe City that is socially and culturally connected
2. A vibrant and healthy natural and built environment

3. A fast growing, innovative and well-planned City
4. A City that promotes greater education and employment
5. A community that is actively engaged in the City
6. A high performing organisation that demonstrates civic leadership and organisational excellence

Each year Council produces an Annual Action Plan identifying key activity that Council will undertake in implementing the Council and Wellbeing Plan. The 2021/22 Council and Wellbeing Annual Action Plan includes projects, programs, services and service enhancements that will occur within a twelve (12) month period.

The 2021/22 Council and Wellbeing Annual Action Plan includes 186 actions.

Some significant initiatives included in the 2021/22 Council and Wellbeing Annual Action Plan include:

- Deliver initiatives within the Safe City Proud Communities Action Plan 2020-2022 to promote road and community safety with community and partner organisations
- Support the community in COVID19 recovery through delivering partnerships, communications and support initiatives with local agencies to diverse Melton communities experiencing hardship
- Develop the COVID-19 Recovery Action Plan
- Engage young people to build understanding of their wellbeing needs and identify Council and local service response strategies
- Complete the Arnolds Creek Kindergarten Extension Project inclusive of starting date first term 2022
- Engage the community in the development of the City of Melton's Reconciliation Action Plan
- Develop training programs and deliver to staff and community that build Aboriginal Cultural Awareness and Cultural Competency
- Continue to implement key actions from Councils Integrated Water Management (IWM) Plan, including projects that are progressing through the Werribee Integrated Water Management Forums
- Actively contribute and where appropriate make submissions on the proposed Western Victoria Transmission Network Project
- Deliver strategic health and human services attraction planning and support partnerships to bridge service gaps in the City of Melton
- Continue to deliver capital upgrade works at the Melton Recycling Facility in line with the adopted master plan
- Commence design and construction of Diggers Rest Recreation Reserve assets
- Commence construction of the Hillside Recreation Reserve Pavilion extension and refurbishment
- Commence construction of the Melton Recreation Reserve Pavilion
- Develop a Pedestrian and Cycling Plan for the City to inform future improvements
- Work with the State Government and University and TAFE providers to deliver localised tertiary and TAFE courses
- Develop a strategic framework for Council's community services for children, young people, older people and people with disability

- Develop and implement a talent management framework, as part of the Strategic Workforce Plan, which guides all leadership and staff development

The list of actions above is not exhaustive, and the 2021/22 Council and Wellbeing Annual Action Plan itself provides only a selection of the work being delivered by Council.

Progress against all of the actions in the 2021/22 Council and Wellbeing Annual Action Plan is detailed in quarterly progress reports presented to the Meeting of Council and the end of year outcomes are detailed in Council's Annual Report.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

5.4 An organisation that demonstrates excellence in local government leadership and customer and community service.

4. Financial Considerations

The Council and Wellbeing Annual Action Plan 2020/22 is resourced via the adopted 2021/22 Council Budget.

5. Consultation/Public Submissions

Actions contained in the 2021/22 Council and Wellbeing Annual Action Plan are a result of Council's ongoing engagement with community and prioritisation processes in the development of the Council and Wellbeing Plan 2021-2025 and through annual business planning and budget development.

6. Risk Analysis

Nil

7. Options

That Council:

1. Adopt the 2021/22 Council and Wellbeing Annual Action Plan as detailed at **Appendix 1**;
2. Not adopt the 2021/22 Council and Wellbeing Annual Action Plan and refer back to officers for further work; or
3. Provides an alternative option as considered by Council.

LIST OF APPENDICES

1. Council and Wellbeing Annual Action Plan 2021/22 - undated

12.7 COVID-19 COMMUNITY SUPPORT AND RELIEF INITIATIVES

Author: Elyse Rider - Manager Community Planning
Presenter: Maurie Heaney - General Manager Community Services

PURPOSE OF REPORT

To report on the COVID-19 community support and relief initiatives funded by Melton City Council and to propose an extension of these initiatives in response to ongoing community hardship and crisis support needs.

RECOMMENDATION:

That Council:

1. Receive and note this report
2. Amend the Fund's name to the COVID-19 Relief Fund
3. Endorse an allocation of a further \$100,000 for the COVID-19 Relief Fund.
4. Endorse an extension of the Connector Hubs food relief program through an allocation of a further \$50,000.
5. Approve criteria amendments at **Appendix 3** to the COVID-19 Relief Fund.
6. That a report be presented to Council once the funds are expended.

Motion

Crs Turner/Ramsey

That Council:

1. Receive and note this report
2. Amend the Fund's name to the COVID-19 Relief Fund
3. Endorse an allocation of a further \$100,000 for the COVID-19 Relief Fund.
4. Endorse an extension of the Connector Hubs food relief program through an allocation of a further \$50,000.
5. Approve criteria amendments at **Appendix 3** to the COVID-19 Relief Fund.
6. That a report be presented to Council once the funds are expended.
7. That volunteer organisations that are unable to meet the \$20 million public liability criteria are encouraged to liaise with service clubs and organisations within the municipality who could auspice their applications.

CARRIED

REPORT

1. Executive Summary

On 31 August 2020, Council resolved to create the **COVID-19 Relief and Recovery Fund** with an allocation of \$100,000 to be distributed through a grants program to community organisations and support agencies for the delivery of food-relief, material aid and recovery initiatives in Melton City. Council also resolved that 'Officers report back to Council on the funds that were distributed and the effectiveness of the fund.'

This report provides a report back on the effectiveness of the COVID-19 Relief and Recovery Fund and recommendations from Officers on a future fund.

In August 2020 the **Community Connector Hubs** program commenced at Timbertop Children's Community Centre, Kurunjang Community Hub and Stevenson House to provide support to the community through food relief, material aid, social supports and referrals.

These programs have been effective emergency relief and hardship alleviation initiatives that will reach the end of allocated funding in October 2021. **Appendix 1** provides some examples of the people in Melton City that Council's COVID-19 community support and relief initiatives have supported.

As the impacts of COVID-19 and associated community hardship continues in Melton City, the community will benefit from a continuation of these support and relief initiatives through:

- The allocation of an additional \$100,000 to the COVID-19 Relief Fund for a continuation of the grants program for 2021-2022, or until this funding is fully distributed. The implementation of some program delivery improvements based on the operational learning to date.
- The allocation of \$50,000 for the continuation of the Connector Hubs food relief program. This funding allocation and timeframe complement the Victorian Government funded support initiatives that are operationally linked to this program.

2. Background/Issues

2.1 COVID-19 Community Relief and Recovery Fund

The COVID-19 Community Relief and Recovery Fund program opened on 4 September 2020. It was scheduled to run in fortnightly rounds until the \$100,000 of funds allocated from the 2020/21 Community Grants Program budget was fully expended.

The following is a summary of the program's performance to 9 September 2021:

- \$93,162 has been allocated for 22 projects delivered by 14 not-for-profit organisations.
- 17 of these projects have been completed, with 5 projects currently in progress.
- To date, 12,328 City of Melton residents have been assisted through the 17 completed projects, as follows:
 - Most of the funding allocated (over 90%) was used for emergency food relief such as groceries/food hampers, cooked meals and supermarket vouchers.
 - The remaining (under 10%) of funding allocated was used for emergency material aid items such as hygiene care packs, vouchers for warm winter clothing, blankets, heaters.
 - Several projects that met the specific needs of Melton's diverse communities were funded to provide:
 - Food that was culturally appropriate, so that families had ingredients that met their dietary requirements and/or that they knew how to prepare
 - Support and delivery by trusted community members from the same cultural background and spoke the same language.
 - These projects have been made possible through in-kind support, including the 5,454 hours of volunteer labour from the funded not-for-profit organisations.
 - Several case studies of families that have been supported through these grants are at **Appendix 1**.
 - A table detailing the organisations funded to deliver projects at **Appendix 2**.

Future directions

The COVID-19 Relief and Recovery Fund was created at a time when the rest of the Community Grants Program was not operational. It was created as a temporary, specific

funding stream to enable community organisations to support residents impacted by the crisis to receive the help they needed. The ongoing and compounding impacts of the COVID-19 crisis has meant that this need has not diminished and is likely to continue until economic conditions improve.

Whilst the COVID-19 Relief and Recovery Fund's scope was broad to encompass recovery goals, its utility has been in addressing the most critical necessities of food relief and material aid to people experiencing crisis.

Given that from February 2021 the Community Grants Program resumed full operation, and has multiple streams which accommodate broader community projects and events that aid in community recovery goals, it is recommended that:

- An additional \$100,000 be allocated to extend the COVID-19 Relief Fund.
- The COVID-19 Relief and Recovery Fund continue to focus on immediate emergency relief efforts (food and material aid), with minor adjustments such as shortening the program title to COVID-19 Relief Fund and to program criteria to articulate this focus more clearly as detailed at **Appendix 3**.
- To support appropriate organisations to deliver larger programs, it is recommended that the total amount that can be awarded increase from \$5,000 to \$7,000.
- To align with the operational delivery of the current fund based on organisational responses, it is recommended that the program move from fortnightly to monthly assessment rounds until all funds are expended.

2.2 Community Connector Hubs

In response to the growing impacts of the coronavirus pandemic, Melton City Council established three Community Connector Hubs across the municipality in August 2020. The locations of the Community Connector Hubs include Timbertop Children's Community Centre, Kurunjang Community Hub and Stevenson House.

Since the inception of the Community Connector Hubs in August 2020, emergency food relief has been the most prominent service demand, with a total of 2,485 food relief hampers have been distributed to Melton residents who need food relief due to hardship from COVID-19 lockdown impacts.

The Connector Hubs food relief has been delivered through two models:

- Emergency food relief - initial model:
 - Each week the three Community Connector Hubs distributed 20 emergency food relief hampers (60 in total each week). Council Officers would order basic food pantry staples and food vouchers, physically pack the hampers, then finally take calls for community collection on designated days and times throughout the week.
- Emergency food relief - current model:
 - The model has since evolved to become more efficient and responsive to community needs throughout the past 12 months.
 - The Community Connector Hubs currently distribute 10 emergency food relief hampers per week (30 in total each week), this increased from 15 per week in August due to community need during lockdown.

Future directions

It is recommended that Council continue to support the Connector Hub program through

allocating \$50,000 to extend the emergency food relief service until 30 April 2022, with an internal review date of February 2022 to assess current demand at that period.

2.3 Complementary Victorian Government Funding

Melton City is currently delivering two programs supported through Victorian Government funding that complement and operationally align with the Council funded programs of food relief and support.

Since late 2020, Melton City has also been delivering the Victorian Government funded, Melton Local Project. This project engages specialist service providers' bicultural workers to connect with vulnerable culturally and linguistically diverse communities to assist them to understand COVID-19's changing requirements, provide support and referral to services as well as culturally appropriate food relief to families in crisis. In addition, the project delivers a Health Champions program and works closely with Western Health's nursing and communications staff to ensure that information produced is tailored to target audience needs.

In August 2021, Council gained access to COVID Relief Funding of \$65,000 through Local Government Victoria to support households in mandatory isolation who required emergency food relief. The Connector Hub program was extended to deliver this as needed by the community in partnership with Council's Emergency Management staff in readiness for this demand.

Whilst the demand for emergency food relief is still evident and exposure sites triggering mandatory isolation continue to be identified in Melton City, all hampers to date have been distributed to residents experiencing financial hardship, not as a result of isolation. The Victorian Government funding cannot be utilised for hardship relief and this support is funded by Council.

By coordinating the operations of these relief programs with Council's relief and support initiatives, Council is currently facilitating a comprehensive response to local community relief needs in partnership with community organisations, community health, and local support agencies.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

1. A proud, inclusive and safe community: A City of people leading happy and healthy lives
 - 1.3 *Equitable, inclusive and accessible community and health infrastructure and services.*

4. Financial Considerations

4.1 COVID-19 Relief Fund

The initial \$100,000 2019/2020 allocation was allocated from the \$205,000 Community Grants Program budget at a time when the Community Grants Program was not operational.

In 2021/2022 the Community Grants Program is fully operational, and therefore an additional allocation of \$100,000 is required to fund the continuation of the COVID-19 Relief Fund.

4.2 Connector Hubs

Allocate \$50,000 to extend the Connector Hubs emergency food relief services.

If Council were to support the recommendations in this report it would require additional funds to be allocated to these programs as there are no current allocations in the budget.

5. Consultation/Public Submissions

Nil

6. Risk Analysis

Risks of not proceeding with the funding for initiatives in this report include:

- Not providing for the immediate support and relief needs of the Melton Community leading to increased hardship and associated health and safety risks.

Risks of allocating funding for the initiatives in this report include:

- That funds will not be expended due to lack of community interest or need following significant improvements to the COVID-19 impacts in Melton City.
- That a portion of community members will continue to depend upon Council for food relief and that the hardship circumstances of the community will not improve. As food relief is not the core business of Council, it will unlikely be an ongoing service and some clients will need to be referred to limited alternative service providers.

7. Options

Council has the option to fund, fund in part, or not fund the following initiatives proposed in this report:

- The allocation of an additional \$100,000 to the COVID-19 Relief Fund
- The allocation of \$50,000 for the continuation of the Connector Hubs food relief program
- Not to extend the COVID-19 Relief Fund

If Council chooses to extend the COVID-19 Relief Fund, Council has the option to adopt in full, part, or not adopt the recommended program improvements outlined in this report and in **Appendix 3**.

LIST OF APPENDICES

1. Examples of program impacts - undated
2. Table of COVID-19 Relief and Recovery Fund recipients - undated
3. COVID-19 Relief Fund Program Criteria improvements - undated

Cr Ramsey left the videoconference at 8:08pm.

Cr Ramsey returned to the videoconference at 8:09pm.

12.8 ANNUAL COMMUNITY SATISFACTION SURVEY 2021

Author: Elyse Rider - Manager Community Planning
Presenter: Maurie Heaney - General Manager Community Services

PURPOSE OF REPORT

To present the Annual Community Satisfaction Survey Results 2021

RECOMMENDATION:

That Council receive the report and note the results of the Annual Community Satisfaction Survey 2021 at **Appendix 1**.

Motion

Crs Carli/Vandenberg

That the recommendation be adopted.

CARRIED

REPORT

1. Executive Summary

Since 2015, Council has commissioned an annual survey of the community to measure levels of satisfaction with Council's performance across a number of indicators. Further to this the survey aids identification of key issues and concerns to prioritise for Council attention and advocacy. This survey is titled the 'Annual Community Satisfaction Survey' (the Survey).

Due to COVID-19 and resultant social distancing restrictions, the Survey was conducted by Metropolis Research as a telephone survey in 2021. In total, 800 households participated in the survey between June and July, providing a sample representative of the demography of the municipality.

2. Background

2.1 Key Findings

Satisfaction with Council's customer service delivery remains at a "very good" level, again this year with the average satisfaction with the six included aspects of customer service down one percent to 7.59.

The average satisfaction with the 38 included services and facilities was 11.3 per cent higher than satisfaction with Council's overall performance. This was the same result as recorded last year.

The services with the highest levels of satisfaction this year again include:

- the local library (8.75)
- green waste collection (8.67)
- regular garbage collection (8.65)
- regular recycling (8.62)
- health services for babies, infants, and toddlers (8.01).

Satisfaction with all but four services and facilities recorded satisfaction scores higher than the overall satisfaction with Council this year, suggesting most services and facilities are a positive influence on satisfaction with Council's overall performance.

The four services and facilities to record satisfaction scores lower than overall satisfaction include maintenance and repair of sealed local roads (6.39), public toilets (6.62), local traffic management (6.65), and footpath maintenance and repairs (6.72). It is important to bear in mind that satisfaction with these services and facilities were all recorded at "solid" or "good" levels.

Satisfaction with planning for population growth by all levels of government decreased significantly this year, down 6.6 per cent to 6.04, but remains at a "solid" level. This result is now marginally lower than the metropolitan Melbourne average of 6.14.

There was an average of 3.1 per cent decline in satisfaction with the six aspects of governance and leadership, although no other evidence in the survey results indicated any underlying governance and / or leadership related issues in the municipality this year that would have driven the decline.

Metropolis Research notes that this decline in satisfaction with governance and leadership has been observed across many municipalities in metropolitan Melbourne in 2021.

The key issues in the municipality identified by survey respondents remain traffic management; road maintenance and repairs; safety, policing, and crime; parks, gardens, and open spaces', and parking.

Traffic management was nominated as one of the top three issues this year, nominated by 21.8 per cent (up from 13.6 per cent) of respondents. This was well above the metropolitan Melbourne average, and a result not replicated in other municipalities this year. Consistent with this increase, satisfaction with both local traffic management (down 7.5 per cent) and road maintenance and repairs (down 4.6 per cent) both declined measurably this year.

Metropolis Research noted the potential impacts that COVID-19 was exerting on agreement with questions related to the local community. The following table outlines the key satisfaction results, including the Local Government Performance Reporting Framework scores.

Satisfaction with	Metro. Melbourne 2021	City of Melton 2020	City of Melton 2021
Council's Overall performance	6.92	6.93	6.81
Making decisions in the interests of community	6.76	6.72	6.61
Maintaining trust and confidence of the community	6.75	6.77	6.58
Community consultation and engagement	6.72	6.69	6.50
Representation, lobbying and advocacy	6.66	6.81	6.41
Responsiveness of Council to local community needs	6.70	6.68	6.46
Customer service (average score across 6 indicators)	7.44	7.67	7.58
Maintenance and repair of sealed local roads	7.05	6.70	6.39

There was some variation in satisfaction with overall performance observed this year:

More satisfied than average – includes respondents from Kurunjang, young adults (aged 18 to 34 years), senior citizens (aged 75 years and over), respondents from multi-lingual households, one-parent families, group households, sole person households, rental household respondents, and new and newer resident respondents (less than five years in the City of Melton).

Less satisfied than average – includes respondents from the Rural precinct, middle-aged adults (aged 45 to 59 years), respondents from English speaking households, two-parent families with children aged under 18 years, couple households without children, mortgagee household respondents, and respondents from households with a member with a disability.

Many of these services and facilities with the highest levels of satisfaction were also those with higher-than-average importance. This shows that many of the services and facilities of most importance to the community are those with which the community is most satisfied.

There were no services and facilities included in the survey this year that received satisfaction scores rated as “poor” or lower.

2.2 Issues to address for the City

The main issues to address in the City of Melton remain:

- traffic management (21.8 per cent up from 13.6 per cent)
- road maintenance and repairs (10.0 per cent down from 11.6per cent)
- parks, gardens, and open spaces (7.0 per cent up from 6.1 per cent)
- safety, policing, and crime (5.5 per cent down from 6.7 per cent).

The significant increase in the proportion of respondents nominating traffic management as one of the top three issues to address for the City of Melton is one of the more significant results in the survey this year. This reinforces the importance of traffic and road related issues in the municipality and is in line with the decline in satisfaction with the services of local traffic management and the maintenance and repair of sealed local roads.

2.3 Summary

The 2021 Survey results indicate that Council is performing comparatively well and in line with the metropolitan Melbourne and growth area councils' averages.

Key Indicator	2019 Metro.	2019 Melton	2020 Melton	2021 Melton
Overall Satisfaction	0. 6.93	1. 6.87	6.93	6.81
Waste and Recycling	3. 8.19	4. 8.39	8.37	8.25
Community services	5. 7.66	7. 7.77	7.66	7.84
Recreation and Culture	9. 8.02	0. 7.73	7.62	7.81
Cleaning	2. 7.31	3. 7.12	7.42	7.28
Communication	5. 7.17	6. 7.39	7.41	7.42
Parks and Gardens	3. 7.74	9. 7.22	7.29	7.54
Enforcement	1. 7.18	2. 7.12	7.24	7.24
Local Business Growth	4. 7.07	5. 6.87	7.21	7.10
Infrastructure	7. 7.08	3. 7.05	7.06	7.13
Transport infrastructure	0. 7.07	1. 7.07	6.98	6.83

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

5.3 Effective civic leadership, advocacy, partnerships and good governance.

4. Financial Considerations

The cost of the survey is budgeted for within Council's annual recurrent budget.

5. Consultation/Public Submissions

The survey is an important aspect of Council's community consultation program and represents Council's ongoing commitment to engaging with the community to improve performance, advocacy, and service delivery.

6. Risk Analysis

There are no risks identified in receiving the results of the Survey.

7. Options

That Council receive the report and note the results of the Annual Community Satisfaction Survey 2021 at **Appendix 1**.

LIST OF APPENDICES

1. Melton City Council - Annual Community Satisfaction Survey Results 2021 - dated July 2021

12.9 FINANCE REPORT - PERIOD ENDED 30 JUNE 2021

Author: Sam Rumoro - Manager Finance
Presenter: Sam Rumoro - Manager Finance

PURPOSE OF REPORT

To present the 2020/2021 Finance Report for the 12 months ended 30 June 2021 (the Report).

RECOMMENDATION:

That the Council note the report.

Motion

Crs Carli/Ramsey

That the recommendation be adopted.

CARRIED

REPORT

1. Executive Summary

This monthly report compares 12 months ending 30 June 2021 and results with the approved budget for the same period.

2. Background/Issues

Section 97 of the Local Government Act 2020 specifies as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.

A quarterly budget report must include;

- a comparison of the actual and budgeted results to date; and
- an explanation of any material variations; and
- any other matters prescribed by the regulations.

Audit & Risk Committee reviewed the report on 8 September 2021, no changes were required following that review.

The underlying operating surplus for the 12 months ended June was \$1.294 million. This compared with a budgeted result of \$8.48 million deficit, resulted in a favourable variance of \$9.774 million.

While the pandemic had an unfavourable impact on investment returns due to a lower cash rate, Council's revenues remained strong and favourable to budget due largely to a continued growth in development activity which was buoyed by economic stimulus provided by State and Federal Governments. Continued prudent management of Councils operating costs enabled a modest underlying surplus to be generated by Council in 2020-2021.

Council's overall comprehensive result was a surplus of \$312.38 million which was largely attributable to \$272.28 million in contributed monetary and non-monetary assets from developers.

The actual capital expenditure completed at the end of June was \$61.6 million or 54.2% of the total budget.

Council's has a total of \$368.18 million in cash and term deposits at year end. This balance includes general and restricted investments representing carry forward expenditure, employee entitlements, and developer contributions received for future capital works. The working capital ratio for the YTD period is a healthy 1:3.75.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

5.3 Effective civic leadership, advocacy, partnerships and good governance.

4. Financial Considerations

Council note the operating surplus for the 12 months ended 30 June 2021 and other financial matters outlined in the attached report.

5. Consultation/Public Submissions

N/A

6. Risk Analysis

The financial report provides transparency over the financial performance of Council and will ensure Council's continued compliance with the legislative requirements.

7. Options

The Council can:

1. Note the report as per the recommendation;
2. Request further information/clarification if deemed necessary.

LIST OF APPENDICES

1. Finance Report for the 12 months ended 30 June 2021

The meeting was adjourned at 8:16pm.

The meeting resumed at 8:27pm.

12.10 MELTON CITY COUNCIL FINANCIAL PLAN 2021 - 2031

Author: Sam Rumoro - Manager Finance
Presenter: Sam Rumoro - Manager Finance

PURPOSE OF REPORT

For Council to consider the adoption of the Draft Melton City Council Financial Plan 2021-2031 following the community engagement process.

RECOMMENDATION:

That Council:

1. Note the outcome of engagement process; and
2. Adopt the Melton City Council Financial Plan 2021 - 2031.

Motion

Crs Abboushi/Ramsey

That the recommendation be adopted.

CARRIED

REPORT

1. Executive Summary

As stated in the Local Government Act 2020, Council is required to apply deliberative engagement practices in the development of the Draft Melton City Council Financial Plan 2021-2031 (the Financial Plan). The City of Melton community panel was established in February 2021 to contribute to the development of the Financial Plan. This deliberative engagement process was intended to not just fulfil the legislative requirements but to also offer opportunities for greater dialogue between Councillors, Council officers and the community.

The Financial Plan was presented to Council at a briefing on 12 July 2021 and the document went out for public consultation. Council received no submissions with respect to the Financial Plan and it is proposed that Council approve the Financial Plan unchanged.

2. Background/Issues

Under the Local Government Act 2020, Council must develop a 10-year Financial Plan. The Financial Plan covers all aspects of Council's role including the delivery of programs and services, building new infrastructure, as well as the maintenance of roads, footpaths, bike paths, buildings, and parks.

The financial planning process helps Council to understand its resourcing requirements to deliver the required levels of service and infrastructure for the community. The Financial Plan outlines how Council will utilise available funds to deliver Council services, programs, and infrastructure, while ensuring that Council is financially sustainable over the long term.

In Section 91 (1) of the Local Government Act 2020 requires councils to develop, adopt and keep in force a Financial Plan in accordance with its deliberative engagement practices. Council, for the first time, engaged a community panel to provide input into the development of the Financial Plan. The community panel brought together 43 residents, who were representative of the community as a whole, and reflected the diversity of locations, ages and backgrounds of the City of Melton.

The community panel was given the broad remit to consider 'what are our aspirations for the growing City of Melton in 2041 and how should we prioritise and resource in order to get there?'. Their contribution to the Plan was to develop nine guiding principles which will guide Council's financial planning decisions.

The community panel was key to ensuring the community's voice was at the heart of Council's strategic planning. The consultation and engagement process was designed and led by Council in accordance with the requirements of the Local Government Act 2020 and Council's Community Engagement Policy.

The Financial Plan has been prepared through a rigorous process of review by the officers, management, Councillors and input from the community, to ensure that it is aligned to the community vision, Asset Plan and the objectives as set out in other Council strategies and management plans required as per the Local Government Act 2020.

The Financial Plan was presented to Council at a briefing on 12 July 2021. The Financial Plan document then went out for further public consultation via a targeted online survey. The Financial Plan was displayed from the 13 July 2021 until the 3 August 2021 online and at the following Council sites;

- Melton Civic Centre, 232 High Street, Melton
- Caroline Springs Library, 193 Caroline Springs Blvd, Caroline Springs
- Melton Library and Learning Hub, 31 McKenzie St, Melton

Submissions were sought via a targeted online survey, Council received no submissions with respect to the Financial Plan, with 147 views and 95 visitors recorded on the engagement website.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

5.3 Effective civic leadership, advocacy, partnerships and good governance.

4. Financial Considerations

There are no financial considerations in relation to this report

5. Risk Analysis

There is no associated risk to Council as the process complies with requirements of the legislation and is aligned with Council's Community Engagement Policy.

6. Options

It is a legislative requirement for Council to have its Financial Plan 2021-2031 by the 31 October 2021.

LIST OF APPENDICES

1. Draft Melton City Council Financial Plan 2021-2031 - undated

12.11 ASSET PLAN 2021-2031

Author: Mike Johnston - Coordinator Asset Management & GIS

~~Presenter: Sam Romaszko – Manager Engineering Services~~

Presenter: Sam Romaszko – Acting General Manager Planning & Development

PURPOSE OF REPORT

To present the Asset Plan 2021-2031 for adoption.

RECOMMENDATION:

That Council adopt the Asset Plan 2021-2031, inclusive of the following documents;

- Asset Management Strategy, as presented at **Appendix 1**
- Asset Management Plan (Transport), as presented at **Appendix 2**
- Asset Management Plan (Stormwater), as presented at **Appendix 3**
- Asset Management Plan (Open Space), as presented at **Appendix 4**
- Asset Management Plan (Building), as presented at **Appendix 5**

Motion

Crs Abboushi/Ramsey

That the recommendation be adopted.

CARRIED

REPORT

1. Executive Summary

The Asset Plan 2021-2031 (The Plan) has been prepared in accordance with the *Local Government Act 2020*. The Plan incorporates a suite of strategic asset management documentation including the Asset Management Policy, Asset Management Strategy (**Appendix 1**), Asset Management Plan – Transport (**Appendix 2**), Asset Management Plan - Stormwater (**Appendix 3**), Asset Management Plan - Open Space (**Appendix 4**) and Asset Management Plan - Building (**Appendix 5**).

The *Local Government Act 2020* states Council is required to apply deliberative engagement practices in the development of the Asset Plan. The City of Melton community panel was established in February 2021 to contribute to the development of the Asset Plan. This deliberative engagement process was intended to not just fulfil the legislative requirements but to also offer opportunities for greater dialogue between Councillors, Council officers and the community.

The Plan includes a vision to ensure that infrastructure assets support services that are appropriate, accessible, responsive, timely and sustainable to the community, in accordance with responsible asset management that will preserve the life of the asset and ensure that the community is receiving the best value for money from Asset Management Programs. Nine key principles were developed by the community panel to guide key themes and actions within The Plan, which are detailed below;

1. Community-focused
2. Equity and inclusion
3. Quality
4. Leadership
5. Community voices
6. Health and wellbeing
7. Innovation
8. Sustainability
9. Integration

The Plan was placed on public exhibition for 21 days from 13 July 2021, of which during that time no submissions were received.

2. Background/Issues

The Asset Plan 2021-31 (The Plan) has been prepared in accordance with the *Local Government Act 2020*.

The Plan incorporates a suite of strategic asset management documentation including the Asset Management Policy, Asset Management Strategy (**Appendix 1**), Asset Management Plan – Transport (**Appendix 2**), Asset Management Plan - Stormwater (**Appendix 3**), Asset Management Plan - Open Space (**Appendix 4**) and Asset Management Plan - Building (**Appendix 5**).

Council recognises the need for a strategic approach to asset management that ensures a best practice approach to activities undertaken. The Plan incorporates long term financial planning for asset management plan expenditure projections, together with sustainable funding position outcomes with a key focus on community and technical levels of service.

Development of the Asset Plan 2021-2031

Section 92 of the *Local Government Act 2020* requires councils to develop or review the Asset Plan in accordance with its deliberative engagement practices.

The Plan has been developed with the support of strategic asset management specialists and key internal stakeholders, together with extensive consultation with the community and Councillors.

Council, for the first time, engaged a community panel to provide input into the development of The Plan. The community panel brought together 43 residents, who were representative of the community as a whole, and reflected the diversity of locations, ages and backgrounds of the City of Melton.

The community panel was given the broad remit to consider 'what are our aspirations for the growing City of Melton in 2041 and how should we prioritise and resource in order to get there?'. Their contribution to the Plan was to develop guiding principles to guide Council's asset management decisions.

The community panel was key to ensuring the community's voice was at the heart of Council's strategic planning. The consultation and engagement process was designed and led by Council in accordance with the requirements of the *Local Government Act 2020* and Council's Community Engagement Policy.

The Plan includes a vision to ensure that infrastructure assets support services that are appropriate, accessible, responsive, timely and sustainable to the community, in accordance with responsible asset management that will preserve the life of the asset and ensure that the community is receiving the best value for money from Asset Management Programs.

In line with this vision, key objectives within the Asset Management Strategy are to;

- Ensure that Council's infrastructure services are provided in an economically optimal way, with the appropriate level of service to residents, visitors and the environment determined by reference to Council's financial sustainability;
- Safeguard Council's assets including physical assets and employees by implementing appropriate asset management strategies and providing appropriate financial resources for those assets;
- Adopt the LTFP as the basis for all service and budget funding decisions;
- Meet legislative requirements for all Council's operations;
- Ensure resources and operational capabilities are identified and responsibility for asset management is allocated;
- Ensure high level oversight of financial and asset management responsibilities are reported to Council with regards to the development and implementation of the Asset Management Strategy, Asset Management Plans and Long Term Financial Plan.

Outcomes of the Public Exhibition

The draft Asset Plan 2021-31 was placed on public exhibition for 21 days, commencing on 13 July 2021 and concluding on 03 August 2021. This was placed on Council's website and available for viewing at Council's service centres. At the conclusion of the public consultation period, no submissions were received.

Final Asset Plan 2021-2031

The Asset Plan 2021-2031 details Council's strategic direction and how this will be achieved. Through the deliberative engagement process, nine guiding principles were developed to guide Council's asset management decisions and assist in achieving The Plan's vision. The nine guiding principles are detailed below;

1. *Community-focused* - Council will respond to the diverse and changing needs of the community and make decisions based on these needs.
2. *Equity and inclusion* - Council will deliver services and infrastructure that are equitable, accessible, and encouraging of community participation.
3. *Quality* - Council will deliver services and infrastructure that are safe, sustainable and fit for purpose, and seek to continuously improve them based on community needs and feedback.
4. *Leadership* - Council will identify and address changing circumstances, make informed decisions about how to best allocate resources for current and future needs, and seek to provide stability in the financial impact on the community.
5. *Community voices* - Council will listen to the perspectives of the community to inform decisions, encourage an open and transparent dialogue, and work to achieve the community's vision as outlined in Melton City 2041 – The City We Create.
6. *Health and wellbeing* - Council will make decisions that promote community health and wellbeing.
7. *Innovation* - Council will strive to deliver best-practice and evidence-informed services and infrastructure, invest in technology, and attract new business and services to the City.
8. *Sustainability* - Council will undertake responsible spending and investment to manage financial, social and environmental sustainability.
9. *Integration* - Council will take an integrated, long-term and transparent approach to planning, and coordinate with and advocate to local, state and federal government.

The application of the nine guiding principles above through the development of the suite of documents within The Plan ensures Council considers the role our community and their guidance to achieve the organisations vision of ensuring that infrastructure assets support services that are appropriate, accessible, responsive, timely and sustainable to the community, in accordance with responsible asset management that will preserve the life of the asset and ensure that the community is receiving the best value for money from Asset Management Programs.

Implementation and Monitoring

The Asset Plan 2021-2031 is implemented through various service unit plans across the organisation. The action plans detailed within each of the five documents will be reported to the Asset Management Steering Committee on a quarterly basis, and to Council on an annual basis.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

5.4 An organisation that demonstrates excellence in local government leadership and customer and community service.

4. Financial Considerations

The implementation of the Asset Plan 2021-2031 will be subject to annual budgets. The Plan will be reviewed annually and aligned with the Annual Action Plan, Budget, and Capital Works Program.

5. Consultation/Public Submissions

Section 90 (3) of the *Local Government Act 2020* requires councils to develop or review the Plan in accordance with its deliberative engagement practices. The Plan has been informed by extensive consultation with the community, partner agencies, Council officers and Councillors. Council, for the first time, engaged a community panel to provide input into the development of the Plan. The community panel brought together 43 residents, who were representative of the community as a whole, and reflected the diversity of locations, ages, and backgrounds of the City of Melton. In addition, a review and analysis of relevant research and data was completed to inform the Plan.

Legislatively Council was not required to place the Plan on public exhibition, however in keeping with Council's Community Engagement Policy and its commitment to deliberative engagement, the draft Plan was placed on public exhibition for 21 days from 13 July 2021.

There were no submissions were received during this time.

6. Risk Analysis

Adoption of the Asset Plan 2021-2031 will ensure compliance with the relevant legislation.

7. Options

That Council adopt the Asset Plan 2021-2031.

LIST OF APPENDICES

1. MCC Asset Management Strategy - undated
2. MCC Asset Management Plan (Transport) - undated
3. MCC Asset Management Plan (Stormwater) - undated
4. MCC Asset Management Plan (Open Space) - undated
5. MCC Asset Management Plan (Building) - undated

12.12 PLANNING APPLICATION PA2020/7231/1 - DEVELOPMENT OF FOUR DOUBLE STOREY DWELLINGS AT 13 PAMELA COURT, MELTON WEST

Author: Simon Temple - Acting Statutory Planning Coordinator
Presenter: Bob Baggio - Manager Planning Services

PURPOSE OF REPORT

To consider and determine the above planning application.

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.

Motion

Crs Ramsey/Shannon

That the recommendation be adopted.

CARRIED

REPORT

1. Background

Executive Summary

Applicant:	Beau Skowron
Proposal:	Development of Four Double Storey Dwellings
Existing Land Use:	Double Storey Dwelling
Zone:	General Residential Zone (Schedule 1)
Overlays:	Nil
Number of Objections:	Nine
Key Planning Issues:	Neighbourhood Character Visual Bulk and Intensity Private Open Space
Recommendation:	Refuse Application

The Land and Surrounding Area

The subject site has an area of 1,010.9m² and is located on the south-western side of Pamela Court in Melton West. Other features of the site are as follows:

- The subject site is irregular in shape.

- The site contains an existing double storey detached brick dwelling located towards the front of the site.
- It does not contain any easements.

The surrounding area can be characterised as predominantly single storey detached brick dwellings with concrete tiled or colourbond clad roofing. The only exception is the adjoining property to the south-east which contains a double storey detached brick dwelling with concrete tiled roofing fronting Kris Court. Medium density housing in the form of two single storey detached dwellings is located to the north-west of the subject site at 2 Pamela Court and 48 Hilton Way respectively. A Council public open space reserve (Arnolds Creek West Linear Reserve) adjoins the southern boundary of the subject land.

The subject site is located in proximity to local shops (Woodgrove Shopping Centre located 920 metres to the south-east), public transport (existing bus service on James Cook Drive located 720 metres to the north), public open space (West Melton Recreation Reserve located 850 metres north-east of the subject site) and schools (Melton Secondary College located 860 metres to the east).

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

The Application

The application proposes the development of four double storey dwellings.

The proposal is summarised as follows:

- The existing dwelling is to be demolished.
- The layout of the proposed development consists of four double storey dwellings on the western side of the site with a 3-metre-wide driveway on the eastern side and vehicle access from a modified 3.5-metre wide vehicle crossover onto Pamela Court.
- Dwelling 1 will consist of two bedrooms, Dwellings 2 and 3 will consist of three bedrooms and Dwelling 4 will consist of four bedrooms.
- The proposed development will have a minimum front setback of 7.5 metres to Pamela Court with a minimum setback of 1 metre (ground floor) and 2 metres (first floor) from side and rear boundaries of the subject land.
- The maximum height of the proposed development will be 7.3 metres.
- External materials, colours and finishes include painted rendered timber construction, painted weatherboard cladding, aluminium framed windows and colourbond clad pitched roofing.
- Secluded Private Open Space is provided to each dwelling in the form of a ground floor courtyard with a minimum area of 40 square metres, a minimum width ranging from 2 metres to 4.7 metres and access from the living/meals area of each dwelling.
- Car parking for each dwelling is provided in the form of a single car garage for Dwelling 1 and a double car garage for Dwelling 2, 3 and 4.

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

Planning Controls

Zone	(Clause 32.08 – General Residential Zone)	A permit is required to construct two or more dwellings on a lot
Overlays	Nil	Not Applicable
Particular Provisions	(Clause 52.06 – Car Parking)	One car space is required for Dwelling 1 and two car spaces each are required for Dwelling 2, 3 and 4 A total of 7 spaces are required and provided.

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

Clause 55 – ResCode

Under the requirements of the zone, the development of two or more dwellings on a lot must meet the requirements of Clause 55 of the Planning Scheme. Clause 55 requires that a development:

- must meet all of the objectives
- should meet all the standards.

If the Council however is satisfied that an application for an alternative design solution meets the objective, the alternative design solution may be considered.

House Rules - Housing Character Assessment & Design Guidelines

The *Housing Character Assessment & Design Guidelines* as adopted at the Ordinary Meeting of Council on 13 October 2015. The site is located within the (Garden Court (GC1) character area). The essential components of the (GC1) which need to be maintained into the future are:

- *ample visual separation between dwellings*
- *majority of the front setback used as permeable garden landscape*
- *front gardens are visible from the street, forming part of the street landscape.*

The preferred Character Statement requires that as change occurs, space will be provided for more tree planting, so these areas can become greener and leafier, by:

- *providing for canopy trees in the front and rear garden area*
- *minimising interruption of nature strips by driveways, so that regularly spaced street tree avenues can be planted or retained.*

Redevelopment of dwellings will occur in ways that maintain some characteristics of typical Garden Court style dwellings in the area, such as:)

- *garages and carports occupy a minor proportion of the dwelling frontage and are recessively sited.*
- *the visual dominance of the roof structure.*

Is the land affected by a Restrictive Covenant?

The land is not affected by a Restrictive Covenant.

Is the land of Cultural Heritage Sensitivity?

The land is considered to be of cultural heritage sensitivity under the Aboriginal Heritage Regulations 2007; however, the proposal constitutes an exempt activity (construction of two or more dwellings on land less than 0.11 hectares) which does not require a cultural heritage management plan.

2. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

3. A well planned and built City: A City with a clear vision to manage growth in a sustainable and accessible way.
 - 3.1 *A City that strategically plans for growth and development.*
 - 3.1.4 *Advocate and support development and availability of diverse and affordable housing options.*

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. The notification was satisfactorily completed, and nine objections were received.

The grounds of objection may be summarised as follows:

- The proposal is not consistent with the neighbourhood character of the area in relation to visual bulk and scale and Council's Housing Character Assessment and Design Guidelines.
- The proposal will create safety issues due to increased traffic and parking.
- Insufficient car parking for visitors.
- Increased noise.
- Loss of privacy (overlooking).
- Overshadowing.
- Loss of property values.

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

Please note that three of the objections received are from people who are current employees of the City of Melton and owners and occupiers of properties in Pamela Court in proximity to the subject site.

Referral of the application

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

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

5. Issues

Planning Assessment

The proposal has been assessed against and is deemed to be inconsistent with the relevant state and local planning policies outlined under the Planning Policy Framework and the Local Planning Policy Framework (including Council's Municipal Strategic Statement and local planning policies) in relation to housing and more specifically neighbourhood character.

The proposal is also inconsistent with the purpose of the General Residential Zone which seeks to encourage development that respects the neighbourhood character of the area.

The proposal fails to satisfy the objectives and standards of Res Code pursuant to Clause 55 of the Melton Planning Scheme in relation to neighbourhood character, residential policies relating to housing (including neighbourhood character) and secluded private open space. The dimensions of the secluded private open spaces for Dwellings 1 and 2 are required to be a minimum of 3 metres adjacent to the living/meals area of these dwellings. The minimum dimension of the secluded private open space for Dwelling 1 is 2 metres while the minimum dimension of the secluded private open space for Dwelling 2 is 2.1 metres which does not satisfy the requirements of Standard B28 of ResCode under Clause 55 of the Melton Planning Scheme.

The proposed development in terms of its built form, scale, visual bulk, lack of visual separation between dwellings and intensity will be inconsistent with and fails to respect or complement the existing and preferred neighbourhood character of the area which can be described as predominantly single storey detached brick dwellings with ample visual separation between dwellings and generous front and rear garden areas constructed during the 1980's. While there are examples of medium density housing in proximity to the subject site these are also single storey detached brick dwellings.

The proposal is also inconsistent with Council's Housing Diversity Strategy and Housing Character Assessment and Design Guidelines (House Rules). The subject site is identified as being located within the Garden Court 1 ("GC1") Character Area under House Rules.

The proposal fails to reflect the design characteristics outlined for the Garden Court 1 Character area where the overarching character element is the sense of spaciousness. The proposed development fails to comply with this character element through the provision of little or no visual separation between each dwelling and minimal side and rear boundary setbacks to the southern and western boundaries of the site. The proposal also fails to provide a canopy tree within the rear yard of Dwelling 4 and the canopy trees shown within the rear yards of Dwellings 1-3 are likely to overhang the adjoining property to the north due to the narrow width (less than 4 metres) of the open space areas for these dwellings which is inconsistent with the guidelines. The lack of sufficient visual separation between dwellings and reduction in space around each dwelling is likely to diminish the atmosphere established within the existing streetscape.

Council's Housing Character Assessment and Design Guidelines also require developments to use materials that are common in the area. The materials for the proposed development will consist of painted rendered timber construction, timber cladding and colourbond clad roofing which are all inconsistent with the materials commonly found on the subject site and immediately surrounding area which can be described as brick veneer and concrete tiled roofing.

6. Options

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

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 does not comply with the relevant requirements of the Planning Scheme.

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

LIST OF APPENDICES

1. Locality Map - Planning Application PA2020-7231-1 - 13 Pamela Court Melton West - dated 7 September 2021
2. Development Plans - Planning Application PA2020-7231-1 - 13 Pamela Court Melton West - dated October 2020
3. Assessment against Planning Scheme - Planning Application PA2020-7231-1 - 13 Pamela Court Melton West - undated
4. Response to Objections - Planning Application PA2020-7231-1 - 13 Pamela Court Melton West - undated
5. Referral Comments - Planning Application PA2020-7231-1 - 13 Pamela Court Melton West - undated
6. Notice of Refusal - Planning Application PA2020-7231-1 - 13 Pamela Court Melton West - undated

12.13 PLANNING APPLICATION PA 2017/5728 - USE AND DEVELOPMENT OF A PLACE OF WORSHIP AT 171 - 197 HARKNESS ROAD, HARKNESS

Author: Joseph Oyelowo - Development Planner
Presenter: Bob Baggio - Manager Planning Services

PURPOSE OF REPORT

To consider and determine the above planning application.

RECOMMENDATION:

That Council issue a Notice of Decision to Grant a Permit subject to the conditions outlined in **Appendix 9** of this report.

Motion

Crs Turner/Abboushi

That the recommendation be adopted.

CARRIED

Cr Abboushi called for a division thereby setting aside the vote.

For:

Crs Abboushi, Carli, Deeming, Kesic, Majdlik, Shannon, Turner and Vandenberg

Against:

Cr Ramsey

The Mayor declared the Motion CARRIED

REPORT

1. Background

Minister for Planning

Council last considered the application at its meeting on 9 December 2019 and resolved, "that Council write to the Minister for Planning requesting the Minister to call in and decide the application in accordance with Section 97C of the Planning and Environment Act 1987."

By letter dated 15 August 2021, the Minister for Planning has advised that he has declined the request as he considers that the application would be more appropriately dealt with by council as responsible authority.

The application is therefore remitted to council for consideration and determination. The report below is basically as presented to council on 9 December 2019, as circumstances have not changed.

Executive Summary

Applicant:	Melbourne Islamic Centre Ltd
Proposal:	Place of Worship
Existing Land Use:	Vacant
Zone:	Green Wedge A
Overlays:	Environmental Significance Schedule 1 Bushfire Management
Number of Objections:	166
Key Planning Issues:	<ul style="list-style-type: none"> • Suitability of the use • Traffic safety and access • Amenity of surrounding residents • Soil stability issues • Potential for future expansion
Recommendation:	Approve Application

The Land and Surrounding Area

The subject site has an area of 10.45 hectares and is located on the eastern side of Harkness Road in Harkness. The site is irregular in shape and contains a dilapidated dwelling and several sheds. Abutting the subject site to the north is the Harkness Road Gilgai Woodland, a conservation area owned by the Crown and actively managed by the City of Melton. The land to the east and south is reserved for a future public cemetery.

The surrounding area can be characterised as rural. The land uses within the wider area include several equine training and research facilities, rural living, grazing and cropping and a regional park (Macpherson Park).

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

Planning History

Council issued planning permit number PA2012/3458 on 13 July 2012. The permit allowed for the use and development of the land for the purpose of a Place of Worship with associated car parking and authorised up to 60 persons being present on the site at any one time, with the hours of operation limited to Wednesday and Friday evening from 5 pm – 8 pm for bible study and prayer meetings, and 9am – 12pm on Sundays for worship services.

Subsequent to the permit being issued, the proponent sought to amend the permit by extending the hours of operation to 5am to 11pm, seven days per week. This was refused by Council, however the applicant appealed against Council's refusal and the Victorian Civil and Administrative Tribunal (VCAT) issued an amended permit for the Place of Worship to change the hours of operation to four times per day between 5am and 11pm, seven days per week, for a maximum period of 45 minutes at each time for worship or prayer.

In its decision, the Tribunal decided that the perceived impacts of the change to the worship and prayer hours on the amenity of land in the surrounding area, biodiversity and traffic generation were not unreasonable. The permit was a temporary permit for five years and expired on 13 July 2017.

Refer to **Appendix 2** for a full copy of the VCAT decision

The Application

The current application proposes to use the subject land for the purpose of a Place of

Worship with associated car parking and landscaping.

The proposal can be summarised as follows:

- Development of a worship hall with an area of 693 square metres for the Melbourne Islamic Centre Ltd.
- Not more than 60 persons will be on the premises at any one time.
- Enable people to visit the site to pray up to four times per day between the following hours:
 - Monday to Friday
 - Morning: 5am to 6.30am
 - Afternoon: 12.30am to 2pm
 - Evening: 5pm to 8pm
 - Night: 8.30pm to 10.30pm
 - Saturday and Sunday
 - Morning: 5am to 6.30am
 - Afternoon: 10.30am to 3pm
 - Evening: 5pm to 8pm
 - Night: 8.30pm to 10.30pm.
- Twenty car parking spaces with an additional overflow parking area for special celebrations will be provided for the proposed use.
- No native vegetation is to be removed.
- The proposed building will be contemporary in design and constructed of timber, render, colourbond and glazing.

Documents submitted to support the proposal included the following

- Planning Report – dated July 2017:
- Acoustic Report – dated 18 November 2015;
- Traffic and Parking Management Plan within the subject site – dated 9 September 2015;
- Land Management Plan – dated 11 November 2015;
- Landscape Master Plan – dated 9 January 2017;
- Architectural Plans – dated January 2018; and
- Bushfire Management Statement - dated November 2017.

Refer to **Appendix 3** for plans of the proposal

It should be noted that this application was previously considered by Council at the Ordinary meeting of 30 April 2018. Council resolved that:

1. Consideration of the application be set aside for a period of no less than four months to give time for Council Officers to source expert opinions and advice from the Regional Cemeteries Trust, State Government of Victoria and other expert witnesses into future development of the land described above;
2. Consult with Dr Dahlhaus, through Federation University, on possible use of the land described and ask of his availability to give Councillors a full briefing on potential for Harkness Road, Gilgai affected developments; and

3. Undertake further community consultation.

In response the applicant lodged an Application for Review with the Victorian Civil and Administrative Tribunal (VCAT) against Council's failure to determine the application within the prescribed time. Before the VCAT hearing against failure to determine the application, a Practice Day Hearing was held by the Tribunal to consider whether a Cultural Heritage Management Plan (CHMP) needed to be approved prior to a decision being made on the application.

In its decision, the Tribunal agreed with Council's submission that a CHMP was required on the basis that in this instance, the activity area for the high impact use is not confined to the development footprint. The proceeding was dismissed for want of jurisdiction and the VCAT hearing against Council's failure to determine the application vacated. The VCAT decision meant that the permit application remains to be decided by Council and that Council should not determine the application until a CHMP is lodged.

After the VCAT decision, the applicant submitted a request to amend the Permit Application to limit the activity area of the proposed use and development to an area of the land wholly outside the area of cultural heritage sensitivity. Consequently, it was determined that a

CHMP was no longer required given that the planning unit for the place of worship had no relationship with the area of cultural sensitivity. The application was amended accordingly.

Refer to **Appendix 4** for the amended plans of the proposal

Council then engaged Dr. Dahlhaus as per the Council resolution to provide advice on the soil stability issues relating to the land. Council received a briefing from Dr. Dahlhaus in September 2018. In summary, the Dahlhaus Report provides:

1. Soil surveys of Melton were undertaken in 1984 and 1985.
2. Most of the area containing gilgai soils is now included in the Gilgia Woodlands Nature Conservation Reserve located immediately north of the land; and
3. That arguably, there are very few sites on Earth that could not be built on with a suitably engineered solution. Hence it can be argued that the risk at the proposed development site could be reduced by mitigating the consequences through engineered solutions. However, this would require a geotechnical investigation, engineering design and landscape design beyond that normally considered for a development of this type, because it would require a collective 'neighbourhood design' approach to mitigating deep-seated soil movements.

On the advice of Council's solicitors, Council organized an independent review of the Dahlhaus report and the geotechnical conditions of the site. This report carried out by Golders found that:

- *It is not certain that the proposed development will increase the magnitude or severity of the subsidence on the Land or adjacent sites. The hazards present will remain irrespective of whether the site or surrounds are developed.*
- *The impact the proposed development could have on the natural processes associated with the reactive soils can be managed to within tolerable levels with further detailed investigation and competent engineering design and construction.*
- *Further detailed investigation is required to inform the appropriate design and construction measures.*

Measures that could be adopted (in isolation or combination) to acceptably mitigate the risks include:

- *Founding the proposed structure on a suspended slab which would isolate the structure from the expansive soils.*
- *Founding the proposed structure on a stiffened slab which would 'float' the structure on the expansive soils.*

- *Construction of a lightweight structure on a flexible footing system which would make the structure resilient to significant ground movements.*
- *Treatment or replacement of reactive soil.*

Refer to **Appendix 5** for the reports

Planning Controls

Zone	Clause 35.05 – Green Wedge A Zone)	Permit required for a place of worship and building or works associated with the place of worship.
Overlays	Clause 42.01 – Environmental Significance Overlay Schedule 1 Clause 44.06 – Bushfire Management Overlay	Permit required to construct a building or construct or carry out works. A permit is required to construct a building or construct or carry out works associated with a place of assembly.
Particular Provisions	Clause 52.06 – Car Parking	0.3 car space are required per patron. 60 patrons are proposed equating to 18 car spaces. The application makes provision for 20 spaces and an overflow area.

A full assessment of the proposal against the relevant State and Local planning policies is included in **Appendix 6**.

Western Plains Green Wedge North Management Plan

The subject site is located within Precinct 6. The management plan recommends that the existing Development Plan Overlay that covers the western side of Harkness Road be extended to cover the entire precinct, including the subject site. The updated development plan would place greater emphasis on environmental outcomes for the precinct and establish better connections to environmental assets in the area.

Significant Landscape Strategy

The strategy places a high importance on buildings and structures that complement the surrounding landscape by carefully considering a range of issues, including scale, design detail, materials, colours, and building footprint.

Both the management plan and strategy mentioned above acknowledge the importance of design, siting and landscaping of future development within the City of Melton's rural areas. The proposed development is consistent with the management plan and strategy because the plans submitted show that the building is appropriately sited in the surrounding environment and complimented by a suitable landscape plan.

Is the land affected by a Restrictive Covenant?

The land is only affected by a Section 173 Agreement that relates to Planning Permit PA2012/3458 which was the initial permit issued for a place of worship. Under the agreement the owner of the land is obligated to protect all the native vegetation on the land and to ensure the land is managed appropriately. This can be reinforced through permit conditions in the event that the application is supported.

Is the land of Cultural Heritage Sensitivity?

The rear portion of the land is considered to be of cultural heritage sensitivity under the Aboriginal Heritage Regulations 2007; however, the proposal is to be located at the front of the property, and therefore a CHMP is not required.

2. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

3. A well planned and built City: A City with a clear vision to manage growth in a sustainable and accessible way.

3.1 A City that strategically plans for growth and development.

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. The notification was completed in accordance with statutory requirements and 166 objections have been received.

The relevant grounds of objection may be summarised as follows:

- Suitability of the land for a place of worship.
- Excessive and unacceptable hours of operation. Seven days per week is not in keeping with a quiet rural area.
- Concerned about an increase in traffic and an increase in the number of vehicles using the unsealed Harkness Road, which will result in dust creation.
- Impact on the amenity of the area by excessive noise and a loss of rural lifestyle brought about by disturbance in the early hours of the morning or late at night from the repeated prayer sessions.
- Devaluation of property.

A response to the objections is provided in **Appendix 7**.

Referral of the application

The application was referred to a number of Council Departments and external Referral Authorities for comment and advice. There was no objection to the proposal subject to the appropriate conditions being addressed.

A complete list of responses is included in **Appendix 8**.

5. Issues

Planning Assessment

A recommendation to support the proposal is based on an assessment against the requirements of the Melton Planning Scheme, adopted Strategies and Guidelines, and consideration of written objections.

Soil stability

Advice from Council's solicitors based on the Golders Review (**Appendix 5**) is that Council should place little to no weight on 'land subsidence' in determining whether or not to grant a permit in respect of the Permit Application. This issue can be acceptably addressed via conditions on permit should Council determine a permit should issue.

Planning Policy

Council's Municipal Strategic Statement recognises that the proximity of non-urban land to the urban interface raises a range of challenges including rural residential type living, increased land prices and land use conflict. These make agriculture more challenging and contribute to pressure for additional subdivision or rezoning of land. Pressure for the establishment of 'urban' uses in these areas such as schools and places of worship, and for

the provision of infrastructure such as telecommunications towers present additional planning challenges.

In response to on-going development pressures, Council has adopted the Western Plains North Green Wedge Management Plan 2014 to provide a framework to support sustainable land use, land management and development within the non-urban area.

It is noted that the Management Plan has a requirement that education and religious uses, and other uses which are much more closely associated with 'urban' development (such as churches or schools), should generally only be considered in Precincts 4, 5 and 8.

As previously mentioned, the subject land is located in Precinct 6 and therefore it could be argued that the proposal may not comply with the Management Plan. Notwithstanding this, it is important to note that the land is close to the boundary of Precinct 5, and that Precinct 6 can be characterised as an area which is rural residential in nature with some potential for further redevelopment. Therefore, it is considered that the land and surrounding area is not an area where the encroachment or urban type uses, such as a place of worship, would prejudice the broader objectives of planning policy.

Impact of the use on the amenity of the area

The proposed hours of use reflect the Islamic prayer times. There is no doubt that the hours will increase the intensity of use compared to the subject land being used as a rural residential property. The increase in hours and the number of people could result in additional environmental impacts on the natural physical features and resources of the area through the emission of noise (associated with an increase in visitation), additional traffic and dust on Harkness Road. The potential amenity impacts on the surrounding area are considered not to be unreasonable and can be mitigated through specific planning permit conditions.

Permit conditions limit the size of the congregation, the hours of prayer sessions, and the noise generated by their activities, requiring that the building will be constructed and the use operated in a manner that causes minimal loss of amenity, privacy and convenience to people living in nearby dwellings.

The proposed design response makes use of a site layout that incorporates land use separation techniques through appropriate fencing, landscaping, locating the car parking at the rear of the building in order to contain potential noise emitted as a consequence of the Place of Worship activities within the subject land. In addition, the acoustic report prepared to ensure that there is no loss of amenity, in terms of noise to the surrounding properties as a result of the proposed use will be endorsed as part of any approval. Furthermore, there will be a requirement to comply with Environmental Protection Agency noise standards.

Access and vehicle movements

Harkness Road is sealed from High Street up to the Arnolds Creek Estate to the south of the subject land, leaving about 800m of an unsealed stretch of road to the subject land. Since there will be an increase in the number of vehicles using the unsealed section of Harkness Road, there will be a condition that requires a spray seal to be applied to this section of Harkness Road. The seal will be required from the constructed section of Harkness Road from the northern boundary of Arnolds Creek estate to a point 10m north of the vehicle entrance to the subject land. This would reduce dust and possibly reduce vehicle noise that is common to driving on unsealed roads and is consistent with the requirements of the previous amended permit issued at the direction of the Victorian Civil and Administrative Tribunal.

The application was referred to Council's traffic engineers and they consider that the proposed use will not have an adverse impact on the surrounding road network. The proposal also meets the car parking requirements as per the Melton Planning Scheme.

Car Parking

The proposal complies with the required car parking rate specified by the Melton Planning Scheme. The number of car parking spaces required on-site is 18 car spaces, however the

proposed use and development makes provision for 20 on-site car parking spaces and an overflow car parking area, which exceeds Melton Planning Scheme requirements.

Environmental considerations

The property to the north of the subject land is the Harkness Road Gilgai Woodland. The Woodland supports highly significant native vegetation and fauna, including one of the last remaining examples of the now nationally endangered vegetation community, Grey Box Woodlands and derived grasslands of South-eastern Australia (listed as Endangered under the Environment Protection and Biodiversity Conservation Act 1999).

The proposed use and development will not have any impact on the Gilgai Woodland. The land management plans for the subject site ensures that environmental values within and adjacent the subject land is enhanced and maintained.

Previous VCAT decision

In its decision to the previous amended permit, the Tribunal decided that the perceived impacts of the change to the worship and prayer hours on the amenity of land in the surrounding area, biodiversity and traffic generation were not unreasonable. The Tribunal concluded that the impact of the hours of use of the subject land would be minimal as most of the place of worship noise will be contained in a building.

6. Options

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

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 9**.

LIST OF APPENDICES

1. Locality Plan - dated 9 & 10 April 2018
2. VCAT Decision - dated 4 May 2015
3. Plans for the proposal - undated
4. Amended Plans - dated various dates
5. Dr.Dahilhaus & Golder Report - dated 31 August 2018
6. Assessment against Planning Scheme - dated 3 April 2018
7. Response to objections - dated 4 April 2018
8. Referral Responses - dated 4 April 2018
9. Notice of Decision to grant a Planning Permit - Conditions- dated 18 November 2019

12.14 COMMEMORATIVE NAMING PROPOSAL – HIGGINBOTHAM SPORT COMPLEX

Author: Troy Scoble - Manager Recreation & Youth
Presenter: Maurie Heaney - General Manager Community Services

PURPOSE OF REPORT

To report to Council on the outcome of the public consultation for the commemorative naming proposal to name the new sports complex within the MacPherson Park Recreation Reserve at 783-857 Coburns Road, Toolern Vale.

RECOMMENDATION:

That Council:

1. support an alternative naming proposal to name Oval 1 as shown in **Appendix 1** within the MacPherson Park Recreation Reserve situated at 783-857 Coburns Road, Toolern Vale, the 'Higginbotham Oval.
2. advise the tenant clubs and the Higginbotham family of Councils decision.

Motion

Crs Turner/Carli

That the recommendation be adopted.

CARRIED

REPORT

1. Executive Summary

At the September 2020 Ordinary Council Meeting Council resolved:

1. *support the naming proposal to name a new sports complex as shown in Appendix 1; within MacPherson Park Recreation Reserve situated at 783-857 Coburns Road, Toolern Vale, the 'Higginbotham Sports Complex';*
2. *commence a public consultation process with users of the sports complex;*
3. *give public notice in the Melton & Moorabool Star Weekly newspaper and on Council's website inviting community feedback in relation to the naming proposal; and*
4. *delegate authority to the Chief Executive Officer to do all things required to formalise the name with the Office of Geographic Names subject to user and community feedback.*

The purpose of this report is report back to Council, the outcomes of Officers implementation of the above Council resolution. The process undertaken and the results are outlined within the report.

2. Background/Issues

At the September 2020 Ordinary Meeting of Council, Council resolved to gauge public approval of the name 'Higginbotham Sports Complex' which was proposed to recognise the passing of City of Melton resident; Mr Kenneth Higginbotham and his lifelong contributions to sport and also to that of the wider Melton community. Council as a Naming Authority pursuant to the Geographic Place Names Act 1998 (The Act) is responsible for the geographic names within the municipality. In accordance with the Council resolution, Officers sought feedback from user groups and the wider public before determining whether the proposal could be endorsed by Council and formally submitted to the Officer of Geographic Names for approval.

Public consultation process with users of the sports complex

Prior to the Council resolution, Officers undertook initial consultation with the Higginbotham family along with the Melton Football and Netball Club and all have provided their support subject to the necessary and appropriate consultation as per the relevant statutory processes.

The public consultation plan developed by Council staff was in accordance with the *Naming Rules for Places in Victoria*. Officers sent consultation letters to the Melton Football Netball Club & the Melton Cricket Club as **co-tenants** and immediate users of the sports complex.

Gives public notice in the Melton & Moorabool Star Weekly newspaper and on Council's website inviting community feedback in relation to the naming proposal

A Public Notice was published in the Melton & Moorabool Star Weekly Newspaper and on Council's website inviting broader community feedback.

The consultation period ran from 20 January 2021 to 11 March 2021. (37 days)

Delegate authority to the Chief Executive Officer to formalise the name with the Office of Geographic Names subject to user and community feedback

To formally proceed with the naming of the facility under the Naming Rules for Places in Victoria, direction support is required from all stakeholders. Council received insufficient public support following a valid letter of objection from a key community stakeholder. Officers undertook additional consultation with the objecting party and an alternative naming proposal was arrived at to name Oval 1 (shown in **Appendix 1**) the 'Higginbotham Oval'.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

5.1 Deliberative engagement and effective communication with the community that informs planning and decision making.

4. Financial Considerations

Not applicable.

5. Consultation/Public Submissions

While there is no 'section 223' statutory consultation requirement, the Act and the Rules under that Act contemplate some form of public consultation was required by Council.

Officers were committed to the public consultation process to consider any community feedback prior to formalising the naming process. This included writing to all immediate users of the Macpherson Park facilities detailing the naming proposal and seeking feedback.

Considering the scale of the development project and its importance to a large section of Melton's sporting community, a public notice was also placed in the Melton & Moorabool Star Weekly and published on Council's website inviting feedback for a period of 37 days.

Outcomes of Consultation

Council received four submissions from the consultation process. Two (2) submission were in support, one (1) objection and one (1) whilst non-compliant submission was supportive suggesting a grammatical change.

The objection to the proposal outlined the naming proposal recognised service to the football club and not the interests of all tenants of the facility.

Officers undertook further consultation with the objector to explain the naming proposal whilst a strong connection to one of the tenants of the facility at Macpherson park, was also to recognise the outstanding contribution to the broader community in a number of other community roles. The naming proposal should not be viewed as a tenant naming rather a community contribution recognition.

The objector wrote to Council to further outline their non-support for the naming proposal and proposed the naming of an oval as a suitable compromise.

Now with the Consultation process being concluded it is recommended that Council does not proceed with the Naming Proposal formally but continues with an alternative and informal commemorative naming of the sporting oval, **which does not need to be approved by the Geographic Place Names.**

6. Risk Analysis

Not applicable.

7. Options

Council has the options to:

1. Name Oval 1 at Macpherson Park the Higginbotham Sports Oval outside the Naming Rules for Places in Victoria formal process.
2. Not implement the resolution of Council and decide not to proceed with the naming proposal, with Officers to advise the Higginbotham family accordingly.

LIST OF APPENDICES

1. Alternative naming proposal to name Oval 1 - dated 14 September 2021

Cr Ramsey left the videoconference at 9:15pm.

12.15 WERRIBEE CATCHMENT SCALE INTEGRATED WATER MANAGEMENT PLAN

Author: Laura-Jo Mellan - Executive Manager Property and Projects
Presenter: Laura-Jo Mellan - Executive Manager Property and Projects

PURPOSE OF REPORT

To seek Councils endorsement of Werribee Catchment Scale Integrated Water Management Plan.

RECOMMENDATION:

That Council endorse the Werribee Catchment Scale Integrated Water Management Plan as contained at **Appendix 1**.

Motion

Crs Carli/Kesic

That the recommendation be adopted.

CARRIED

REPORT

1. Executive Summary

Integrated water management (IWM) is a planning approach that brings together all elements of the water cycle and land use planning to achieve optimal social, economic, and environmental outcomes. Council demonstrated its commitment to IWM through the adoption of the Integrated Water Management Plan 2018-2028.

State Government has also demonstrated a commitment to IWM through various policy directions and the funding of Integrated Water Management Forums. A number of Integrated Water Manager Forums were established in Victoria by the Department of Environment, Land, Water and Planning (DELWP) in 2017 to identify, coordinate and prioritise opportunities and areas that would most benefit from collaborative water cycle planning and management.

The Melton City Council forms part of the Werribee Forum which includes the western region councils, Melbourne Water, Greater Western Water (formerly Western Water and City West Water) and DELWP.

Since the formation of the Forum, the partners have collaborated on a range of projects including the development of the Werribee Catchment Strategic Directions Statement (SDS), which identified the need for a catchment wide integrated water management plan was identified to support the delivery of critical water infrastructure across the region.

The Werribee Catchment Scale IWM Plan (the Plan) has been developed over the last 18-24 months and articulates the key water challenges and opportunities in the Werribee catchment, including urbanisation and changing climate, and presents a framework and

targets. It set out clear indicators and measures to progress. Overall, the Plan provides the guiding framework for implementation of IWM, with Forum Partners continuing to work together to identify opportunities where IWM can best enable the optimal use and management of water and land.

The Plan will help to drive the implementation of Council's adopted Integrated Water Management Plan 2018-2028.

2. Background/Issues

Integrated water management (IWM) is a planning approach that brings together all elements of the water cycle and land use planning to achieve optimal social, economic, and environmental outcomes. It considers land use planning and water together to ensure that the challenges of population growth and an uncertain climate can be addressed while continuing to make the City of Melton a great place to live, work and recreate. Council demonstrated its commitment to IWM through the adoption of the Integrated Water Management Plan 2018-2028.

State Government has also demonstrated a commitment to IWM through various policy directions and the funding of Integrated Water Management Forums. A number of Integrated Water Manager Forums were established in Victoria by the Department of Environment, Land, Water and Planning (DELWP) in 2017 to identify, coordinate and prioritise opportunities and areas that would most benefit from collaborative water cycle planning and management.

The Forums were designed to help local governments, water corporations, catchment management authorities, the Victorian Planning Authority (VPA) and Traditional Owners work together to ensure the water cycle efficiently contributes to the liveability of a region. The Forums respond to Chapter 5 of the Victorian Government's strategic plan for management of the State's water resources, Water for Victoria (2016), which sets clear objectives on the role of water for the creation of liveable cities and towns across the State.

The Melton City Council forms part of the Werribee Forum which includes the western region councils, Melbourne Water, Greater Western Water (formerly Western Water and City West Water) and DELWP.

Since the formation of the Forum, the partners have collaborated on a range of projects including the development of the Werribee Catchment Strategic Directions Statement (SDS), which sets out the collective vision and strategic outcomes of the forum to ensure that the Werribee catchment is resilient to factors which put pressure on water supply and quality such as urbanisation and changing climate. The SDS identified the need for a catchment wide integrated water management plan was identified to support the delivery of critical water infrastructure across the region to deliver on the key vision and objectives of the Strategic Direction Statement and the implementation of each member organisations Environment and/or Integrated Water Management Plans. A similar action was identified across the forums.

All Forum Partners across the state have worked collaboratively to develop comprehensive Catchment Scale Integrated Water Management (IWM) Plans (the Plans) for the five major waterway Catchments in the Greater Metropolitan Melbourne Region: Werribee, Maribyrnong, Yarra, Dandenong and Western Port. Creating a resilient and liveable future is a shared responsibility, which is why the Plans were developed through robust, Forum-endorsed collaborative processes. The Plans drew on the expertise of more than 50 stakeholder organisations.

The Plans reflect rigorous scientific analysis and compelling technical evidence to determine performance targets for forum partners to endorse. The shorter term 2030 targets are grounded in practicality and serve to inspire action that can be delivered, while the longer

term 2050 targets are aspirational and more challenging to realise but are nevertheless credible and necessary to drive real change.

The Werribee Catchment Scale IWM Plan (the Plan) articulates the key water challenges and opportunities in the Werribee catchment, including urbanisation and changing climate, and presents a framework and targets. It set out clear indicators and measures to progress. Overall, the Plan provides the guiding framework for implementation of IWM, with Forum Partners continuing to work together to identify opportunities where IWM can best enable the optimal use and management of water and land.

The Plan will help to drive the implementation of Council's adopted Integrated Water Management Plan 2018-2028, including:

- Reducing reliance on potable water
- increasing stormwater harvesting and wetlands,
- the reuse of water for irrigating sports fields and parks, and
- passive irrigation of our street trees.

The Plan was released as a draft document to the IWM Forum members on 25 August 2021 with a request for all parties to endorse it. Following endorsement of all parties, the draft Plan will be finalised. The next stage will include action planning to progress the targets in the Plan and developing a monitoring, evaluation, reporting and improvement program.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

2. A thriving and resilient natural environment: A City that preserves and enhances its natural environment for future generations
 - 2.1 *A resource efficient City.*

4. Financial Considerations

The implementation plan for the Catchment Scale IWM Plans is currently in development. Any initiatives that required Council funding will be managed within the recurrent budget or will be subject to the annual budget process.

5. Consultation/Public Submissions

The Catchment Scale Integrated Water Management Plans have been prepared on behalf of the IWM Forum and were not subject to public consultation. However, any projects which Council may undertake to implement the plan will be subject to the appropriate level of consultation in accordance with Council's adopted Community Engagement Policy.

6. Risk Analysis

There is no risk in endorsing the Werribee Catchment Scale IWM Plan. It is in accordance with the policy direction set out in several adopted Council plans and strategies including the Council and Wellbeing Plan 2017-2021, the Environment Plan 2017- 2017, and Integrated Water Management Plan 2018-2028.

If Council choose not to endorse the plan, it may limit Councils ability to influence integrated water management projects and outcomes for the municipality.

7. Options

Council has the option to:

1. Endorse the Werribee Catchment Scale Integrated Water Management Plan contained at **Appendix 1**.
2. Not endorse the Plan.

LIST OF APPENDICES

1. Werribee Catchment Scale Integrated Water Management Plan - June 2021

Cr Ramsey returned to the videoconference at 9:16pm.

12.16 GROWING SUBURBS FUNDS 2021-22

Author: Laura-Jo Mellan - Executive Manager Property and Projects
Presenter: Laura-Jo Mellan - Executive Manager Property and Projects

PURPOSE OF REPORT

For Council to consider the submissions to the Growing Suburbs Fund 2021/22

RECOMMENDATION:

That Council approve the submission of applications to the Growing Suburbs Fund (GSF) 2021/22 for the following projects in priority order:

1. Cobblebank Community Services Hub;
2. Earlington Square Reserve;
3. The Parkway;
4. Navan Park;
5. Bridge Road Recreation Reserve Stage 2.

Motion

Crs Carli/Ramsey

That the recommendation be adopted.

CARRIED

REPORT

1. Executive Summary

Over the six rounds of the Growing Suburbs Fund (GSF) the State Government has funded \$325M in total. A further \$50M was committed in the 2021/22 State Budget. Melton City Council have Council has been successful in obtaining \$35.38M across six rounds to support the delivery of a wide range of projects in both our established communities and our new communities in the growth areas.

The 2021/22 GSF will fund new, expanded or upgraded infrastructure projects within Melbourne's ten interface and six peri-urban councils. The program will support projects that have a direct benefit to communities and surrounding catchment areas.

All infrastructure projects must commence construction within 18 months of the grant being announced and must be completed within a 24-month timeframe from the start of construction.

Applications opened 1 September 2021 and close 13 October 2021.

All submissions require a mandatory council resolution providing support for the applications and a priority order of projects.

Based on the GSF criteria officers have identified and prioritised the following projects:

1. Cobblebank Community Services Hub
2. Earlington Square Reserve (no.12 on the Parks Development Program)
3. The Parkway (no. 16 on the Parks Development Program)
4. Navan Park (no 27 on the Parks Development Program)
5. Bridge Road Recreation Reserve Stage 2.

2. Background/Issues

The State Government launched the Interface Growth Fund (IGF) in July 2015 which provides funding to the outer suburbs to support the delivery of critical local infrastructure needs for growing communities.

Melton City Council have Council has been successful in obtaining \$35.65M across six rounds to support the delivery of a wide range of projects in both our established communities and our new communities in the growth areas and have the best record in achieving the milestone commitments.

Over the six rounds of the Growing Suburbs Fund (GSF) the State Government has funded \$325M in total. A further \$50M was committed in the 2021/22 State Budget.

The 2021/22 GSF will fund new, expanded or upgraded infrastructure projects within Melbourne's ten interface and six peri-urban councils. The program will support projects that have a direct benefit to communities and surrounding catchment areas across the following broad infrastructure categories:

- Community Health and Well-being
- Early Education, Learning and Training
- Sport, Recreation and Leisure facilities that have dedicated community space and support multi use purposes
- Environmental and Climate change resilience
- Place making, Civic amenity, and Community connecting

All infrastructure projects must commence construction within 18 months of the grant being announced and must be completed within a 24-month timeframe from the start of construction.

All submissions will require a mandatory Council resolution providing support for the application and a priority order of projects.

Applications will be assessed against the following project assessment criteria:

- Criteria 1 – Why is this project required?
- Criterion 2 – Who will benefit and how? – 25%
- Criterion 3 – What will be delivered – 20%
- Criterion 4 – How will the project be delivered - 20%
- Criterion 5 -The extent of council and community support for the project – 10%

In addition, all projects must comply with several program wide criteria:

- consistency with state priorities– the panel will consider how each project aligns local and State priorities
- leveraged funding – Councils are expected to contribute funding to the delivery of each project. A program wide funding leverage of \$1 for \$1 is in place.
- geographic distribution - no more than 15 percent of the total pool of funding will be allocated to a single council (equates to \$7.5million).
- diversity of infrastructure/project types - the assessment will seek to ensure that funded projects represent a mix of infrastructure
- Council's past performance will be taken into consideration
- consideration of the Green Star Rating certification for design, construction, and operations for sustainable buildings.

Full details of the assessment criteria are contained at **Appendix 1**.

Application Process and Key Time Frames:

Action	Date
Applications Open	1 September 2021
Applications Close	13 October 2021
Announcements	From December 2021
Construction Commencement	Within 18 months of the funding announcement
Construction Completion	Within 24 months of commencement

Council officers reviewed the 10-year Infrastructure Plan program and other relevant documents including the approved Community Vision, Parks Development Program, and COVID Social and Economic Impacts Report to determine projects that fit the GSF criteria. Officers also considered resources and capacity to deliver the project in accordance with the required timelines.

Based on this review, the following projects have been identified and are listed in proposed priority order:

1. Cobblebank Community Services Hub
2. Earlington Square Reserve (no.12 on the Parks Development Program)
3. The Parkway (no. 16 on the Parks Development Program)
4. Navan Park (no 27 on the Parks Development Program)
5. Bridge Road Recreation Reserve Stage 2.

Officers also considered Arbour Boulevard/Westwood Drive Reserve (ABWDR). The site is of a suitable size to accommodate additional recreation space such as an informal kick about space, tennis/multipurpose public courts or a dog off lead park. There is currently no concept plan for the development of ABWDR which is identified as priority no.131 in the Parks Development Program. Given its location, further investigation and analysis is required to determine any environmental, heritage, cultural heritage and access constraints which may impact Councils ability to meet the requirement to commence works within 18 months of the announcement of any funding.

Notwithstanding the above, should Council choose to include the ABWDR, it is estimated that any upgrade to this park would be circa \$800,000 based on the delivery of parks of a similar scale.

3. Council and Wellbeing Plan Reference and Policy Reference

The Melton City Council 2017-2021 Council and Wellbeing Plan references:

3. A well planned and built City: A City with a clear vision to manage growth in a sustainable and accessible way

3.1 *A City that strategically plans for growth and development.*

4. Financial Considerations

The Growing Suburbs Fund enable Council to submit projects which can commence projects within 18 months of being awarded any funding. In this context the financial information is based is informed by the 10-year Infrastructure Plan and the Strategic Investment reserve linked to the revenue from the Atherstone Joint Venture.

The is not a specific allocation in the 2022/23 budget for the Cobblebank Community Services Hub. However, Council approved the establishment of the Infrastructure and Investment Reserve from the proceeds of the Atherstone Joint Venture development. With approximately 80% of the reserve has been allocated to infrastructure and incoming generating projects.

The 10-year infrastructure plan estimates for 2022/23 and 2023/24 allocate \$1,400,000 to the Parks Development Program.

The 2021/22 Budget allocates \$5,130,000 of Council funds to the construction of Bridge Road Recreation Reserve Stage 2.

This funding application to the Growing Suburbs Fund seeks to attract \$7,450,000 towards the delivery of the selected projects as outlined in the table below:

Project	Estimated Project Value*	Estimated Funds sought from GSF	Estimated Council Contribution (if funding received)
1. Cobblebank Community Service Hub	\$20,000,000	\$4,00,000	\$16,000,000 <i>(\$5,500,000 – Joint Venture \$10,500,000 – Councils Strategic Investment Fund)</i>
2. Earlington Square Reserve	\$800,000	\$400,000	\$400,000
3. The Parkway	\$1,500,000	\$750,000	\$750,000
4. Navan Park	\$1,500,000 (including lighting to be funded through LRCI Fund)	\$500,000	\$500,000
5. Bridge Road Recreation Reserve Stage 2	\$7,500,000	\$1,800,000	\$5,700,000

		(eligible component)	
Total GSF Funding Requested: (maximum available \$7,500,000)		\$7,450,000	

*Estimates only, subject to QS Cost Plans.

5. Consultation/Public Submissions

All the projects listed will be subject to consultation with relevant stakeholders during the development of the design for each project.

However, access to quality open space and a range of health and human services has come through strongly in both the annual householder survey and the community consultation undertaken to develop the Community Vision and Council and Wellbeing Plan 2021-25.

6. Risk Analysis

Each of the recommended projects align with approved strategies and/or plans and will be delivered through Council's Project Management Framework which includes an assessment of the risks involved in delivery the project which will be actively managed throughout the delivery of the project.

7. Options

That Council:

1. Endorse the submission of GSF applications in the priority order list contained within the Recommendation;
2. Endorse the submission of the GSF applications lists but amend the priority order;
3. Endorse the submission of GSF applications in the priority order list contained within the Recommendation with the addition of Arbour Boulevard/Westwood Drive Reserve; or
4. Not endorse the submissions of the GSF applications or recommended priority order projects.

LIST OF APPENDICES

1. 2021-22 Growing Suburbs Fund Guidelines - undated

**13. REPORTS FROM DELEGATES APPOINTED TO OTHER BODIES
AND COUNCILLOR REPRESENTATIONS AND
ACKNOWLEDGEMENTS**

Verbal reports were received from Crs Kesic, Carli, Shannon, Vandenberg, Turner, Deeming, Ramsey, Abboushi and Majdlik

14. NOTICES OF MOTION

14.1 NOTICE OF MOTION 777 (CR CARLI)

Councillor: Lara Carli - Councillor

NOTICE:

That Council officers please provide a report outlining a campaign and costs to Stop AusNet's Towers in Melton.

Motion

Crs Carli/Deeming

That Council officers please provide a report outlining a campaign and costs to Stop AusNet's Towers in Melton

CARRIED

14.2 NOTICE OF MOTION 778 (CR RAMSEY)**Councillor: Sophie Ramsey - Councillor****NOTICE:**

That Council:

1. Officers provide a report on the status of the Western Victoria Transmission Network Project, in particular addressing:
 - The timing of the Environmental Effects Statement (EES) along with an overview of the types of anticipated technical reports that will support the EES
 - The likely cost of Council undertaking an independent review of the critical technical reports, and the options to fund the timely reviews
 - Options available to support the Stop AusNet Towers Melton Group in their efforts
2. Continue to network with the other 5 affected Council's with a view to sharing knowledge and advocacy efforts to achieve the best outcome for our communities.

Motion

Crs Ramsey/Turner

That Council:

1. Officers provide a report on the status of the Western Victoria Transmission Network Project, in particular addressing:
 - The timing of the Environmental Effects Statement (EES) along with an overview of the types of anticipated technical reports that will support the EES
 - The likely cost of Council undertaking an independent review of the critical technical reports, and the options to fund the timely reviews
 - Options available to support the Stop AusNet Towers Melton Group in their efforts
2. Continue to network with the other 5 affected Council's with a view to sharing knowledge and advocacy efforts to achieve the best outcome for our communities.

CARRIED

14.3 NOTICE OF MOTION 779 (CR RAMSEY)**Councillor: Sophie Ramsey - Councillor****NOTICE:**

That Council officers provide a progress report on the implementation of the Cobblebank Metropolitan Activity Centre Urban Design Framework (UDF) and Cobblebank Mixed Use and Employment Area UDF including an overview of any proposals for Council landholdings within both UDF areas.

Motion

Crs Ramsey/Shannon

That Council officers provide a progress report on the implementation of the Cobblebank Metropolitan Activity Centre Urban Design Framework (UDF) and Cobblebank Mixed Use and Employment Area UDF including an overview of any proposals for Council landholdings within both UDF areas.

CARRIED

14.4 NOTICE OF MOTION 780 (CR RAMSEY)**Councillor: Sophie Ramsey - Councillor****NOTICE:**

That Council write to the Minister for Suburban Development and the Treasurer advocating for:

- a) An increase in the size of the Growing Suburbs Fund from its current \$50M pa to \$75M pa to account for the increased number of eligible Councils since the extension of eligibility to Peri-Urban Councils, and
- b) Expand the list of eligible projects under the Growing Suburbs Fund to include the development of Recreation Facilities.

Motion

Crs Ramsey/Shannon

That Council write to the Minister for Suburban Development and the Treasurer advocating for:

- a) An increase in the size of the Growing Suburbs Fund from its current \$50M pa to \$75M pa to account for the increased number of eligible Councils since the extension of eligibility to Peri-Urban Councils, and
- b) Expand the list of eligible projects under the Growing Suburbs Fund to include the development of Recreation Facilities.

CARRIED

15. COUNCILLOR'S QUESTIONS WITHOUT NOTICE

15.1 COUNCILLOR'S QUESTIONS WITHOUT NOTICE

Cr Deeming

The Melton City Council has supported two men's shed for many years, but as yet there is no women's shed. Can we please investigate options for providing equal resources for a 'women's shed' as part of our gender equity goals?

15.2 COUNCILLOR'S QUESTIONS WITHOUT NOTICE

Cr Deeming

Some of our community have had trouble accessing the results of 2018-2019 gender equity survey that was undertaken in Melton and Darebin, so if it has not already been done can we please find those and publish them on our website along with our other similar documents? And if those results have already been published somewhere, could officers please source them for me?

15.3 COUNCILLOR'S QUESTIONS WITHOUT NOTICE

Cr Deeming

Regarding our various obligations in terms of Australian Workplace Equality, which if any, Diversity and Inclusion audits have Melton City Council signed up to or are planning on signing up to, for example ACON . (AIDS Council of NSW) or ILGA (the international lesbian, gay, bisexual, trans and intersex association) or any others.

15.4 COUNCILLOR'S QUESTIONS WITHOUT NOTICE

Cr Ramsey

At the December 2020 Meeting of Council, Council (Cr Abboushi) moved to write to the Minister for Public Transport The Hon. Ben Carroll and Public Transport Victoria (PTV) requesting that they consider the installation of toilet facilities and shelter over both platforms at Rockbank Station. As yet, what feedback did Council obtain from both the Minister and Public Transport Victoria?

16. URGENT BUSINESS

Nil.

17. CONFIDENTIAL BUSINESS

Procedural Motion

Crs Ramsey/Abboushi

That pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020* the meeting be closed to the public to consider the following reports that are considered to contain **confidential information** on the grounds provided in section 3(1) of the *Local Government Act 2020* as indicated:

17.1 Contract No 21/062 Exford Road, Highfield Way and Meskos Road - Road Reconstruction

- (g) private commercial information, being information provided by a business, commercial or financial undertaking that—
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;.

17.2 Contract No. 22/010 - Diggers Rest Recreation Reserve Oval 2 Realignment

- (g) private commercial information, being information provided by a business, commercial or financial undertaking that—
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;.

17.3 Appointment of Acting Chief Executive Officer

- (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;

CARRIED

Procedural Motion

Crs Carli/Kesic

That the meeting be opened to the public.

CARRIED

18. CLOSE OF BUSINESS

The meeting closed at 10:07pm

Confirmed

Dated this

.....CHAIRPERSON