



MELTON CITY COUNCIL

Minutes of the Meeting of the Melton City Council

12 December 2022

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

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17.2	APPOINTMENT OF INDEPENDENT AUDIT AND RISK COMMITTEE MEMBER	324
	To present to Council the recommendation from the Mayor and Chief Executive Officer who have considered applications received for the ordinary vacancy that exists on Council's Audit and Risk Committee.	
18.	CLOSE OF BUSINESS	335

MELTON CITY COUNCIL

MINUTES OF THE MEETING OF THE
MELTON CITY COUNCIL
HELD AT BURNSIDE CHILDREN'S AND COMMUNITY CENTRE,
23 LEXINGTON DRIVE, BURNSIDE ON
12 DECEMBER 2022 AT 7:00PM

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

Ms R Wai, Chief Executive Officer
Mr P Leersen, Director Organisational Performance
Ms S Romaszko, Director City Futures
Mr T Scoble, Director City Life
Mr L Shannon, Executive Lead Strategic Initiatives
Mr B Dosser, Manager Legal, Governance and Risk
Ms R Hodgson, Governance Coordinator

1. OPENING PRAYER AND RECONCILIATION STATEMENT

The Mayor, Cr Carli opened the meeting at 7.06pm with the opening prayer and reconciliation statement.

2. APOLOGIES AND LEAVE OF ABSENCE

Cr M Deeming – leave of absence.

3. CHANGES TO THE ORDER OF BUSINESS

Nil.

4. DEPUTATIONS

Suspension of Standing Orders

Crs Abboushi/Ramsey.

That Council suspend Standing Orders at 7.08pm to enable presentations to be made to community members.

CARRIED

The Mayor, Cr Carli, presented the following community members with certificates of appreciation for their valuable contribution to Council's Citizenship Ceremonies held on Saturday 29 October 2022:

- Lily Pham
- Khadija Faisal
- Ethan Vo
- Madeline Mistero
- Yash Padmawar
- Zahra Navarose
- Maria Fiteni
- Chris Mitchell
- Matt Dodd

The Mayor, Cr Carli, presented trophies to the following winners for each of the categories at the Djerriwarrh Festival Parade held on Saturday 5 November 2022:

- Mayor's Choice Award - Coburn Primary School
- Outstanding School Award - Kurunjang Primary School
- Outstanding Community Award - Dream Big Circus Club Inc.
- Best Themed - Kirrip Aboriginal Corporation
- Creative Flair Award - Melton Broncos Rugby League Club

Resumption of Standing Orders

Crs Ramsey/Kesic.

That Council resume Standing Orders at 7.18pm.

CARRIED

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

Nil.

6. ADOPTION AND CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the Meeting of Council held on 14 November 2022 be confirmed as a true and correct record.

Motion

Crs Majdlik/Shannon.

That the Minutes of the Meeting of Council held on 14 November 2022 be confirmed as a true and correct record.

CARRIED

7. SUMMARY OF INFORMAL MEETING OF COUNCILLORS

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

- Monday 24 October 2022 Summary of Informal Meeting of Councillors
- Monday 7 November 2022 Summary of Informal Meeting of Councillors
- Monday 14 November 2022 Summary of Informal Meeting of Councillors
- Monday 21 November 2022 Summary of Informal Meeting of Councillors
- Monday 28 November 2022 Summary of Informal Meeting of Councillors

RECOMMENDATION:

That the Summaries of Informal Meetings of Councillors dated 24 October, 3 November, 7 November, 14 November, 21 November and 28 November 2022 provided as **Appendices 1 – 5** respectively to this report, be received and noted.

Motion

Crs Abboushi/Kesic.

That the Summaries of Informal Meetings of Councillors dated 24 October, 3 November, 7 November, 14 November, 21 November and 28 November 2022 provided as **Appendices 1 – 5** respectively to this report, be received and noted.

CARRIED

LIST OF APPENDICES

1. Summary of Informal Meeting of Councillors - 24 October 2022
2. Summary of Informal Meeting of Councillors - 7 November 2022
3. Summary of Informal Meeting of Councillors - 14 November 2022
4. Summary of Informal Meeting of Councillors - 21 November 2022
5. Summary of Informal Meeting of Councillors - 28 November 2022



INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

MEETING DETAILS:			
Meeting Name:	Briefing of Councillors (held at Burnside Children's & Community Centre)		
Meeting Date:	Monday 24 October 2022	Time Opened:	6.30 pm
		Time Closed:	9.06 pm
Councillors present:	Cr G Kesic (Mayor) Cr L Carli (Deputy Mayor) Cr M Deeming Cr S Ramsey Cr J Shannon Cr A Vandenberg (arrived 6.38pm)		
Officers present:	R Wai Chief Executive Officer L Shannon Acting General Manager Corporate Services S Romaszko Acting General Manager Planning and Development T Scoble Acting General Manager Community Services S McManus Acting Executive Manager Corporate Strategy and Investment M Courtney ePMO Lead (arrived 6.36pm) A Biscan Acting Manager Recreation and Youth B Dosser Manager Legal, Governance and Risk R Hodgson Governance Coordinator		
Guests	Nil		
Apologies	Cr S Abboushi Cr K Majdlik Cr B Turner P Leersen Chief Financial Officer		
Matters discussed:	1. City of Melton Sport Strategies – Cricket and Football (AFL) (6.30pm – 7.12pm) 2. Bridge Road Project (7.13pm – 7.49pm) 3. General Officer Updates (7.51pm – 8.50pm) a. Grass Cutting b. Officer Responses to Councillor questions c. Saturday Citizenship d. Diggers Rest Recreation Reserve Development e. Flavour Fest 4. Councillor Discussion (8.50pm – 9.06pm) a. Vaping b. Junior Mayor/Youth Council c. Fix Our Roads campaign d. Prize Winning Book in History Category e. Thank you from the Mayor f. Survey results letters to MPs		
CONFLICT OF INTEREST DISCLOSURES:			
Were there any conflict of interest disclosures by Councillors			No
Officer name:	Renee Hodgson	Date:	Monday 24 October 2022



INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

MEETING DETAILS:			
Meeting Name:	Briefing of Councillors (held at Burnside Children's & Community Centre)		
Meeting Date:	Monday 7 November 2022	Time Opened:	6.28 pm
		Time Closed:	10.00 pm
Councillors present:	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr G Kesic Cr K Majdlik Cr S Ramsey Cr B Turner Cr A Vandenberg		
Officers present:	R Wai Chief Executive Officer L Shannon Executive Lead Strategic Initiatives T Scoble Acting General Manager Community Services S McManus Acting General Manager Corporate Services P Leersen Chief Financial Officer B Dosser Manager Legal, Governance and Risk K Barclay Property and Investment Coordinator		
Guests	Nil		
Apologies	Cr S Abboushi Cr M Deeming S Romaszko Acting General Manager Planning and Development R Hodgson Governance Coordinator		
Matters discussed:	1. Pre-Council Agenda 2. Discussion of Councillor as Candidate policy 3. Community Budget Submissions update 4. Delegated Committees and Advisory Committees 5. National Growth Areas Alliance (NGAA) Membership 6. Age Candidates Function – Melton Library 7. Candidates funding announcements 8. Councillor Discussion a. Community re feedback re grass improvements b. Melton Pony Club – snake/grass slashing c. Melton RSL - Grass Cutting		
Were there any conflict of interest disclosures by Councillors			No
Officer name:	Bradley Dosser	Date:	8 November 2022



INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

MEETING DETAILS:

Meeting Name:	Briefing of Councillors		
Meeting Date:	Monday 14 November 2022	Time Opened:	6.20 pm
		Time Closed:	7.00pm
Councillors present:	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi Cr G Kesic Cr K Majdlik (arrived 6.32pm) Cr B Turner Cr A Vandenberg		
Officers present:	R Wai L Shannon S Romaszko T Scoble P Leersen S McManus B Dosser B Bensley	Chief Executive Officer Executive Lead Strategic Initiatives Acting General Manager Planning and Development Acting General Manager Community Services Chief Financial Officer Manager, Engagement & Advocacy Manager Legal, Governance & Risk Governance Officer	
Guests	Nil		
Apologies	Cr M Deeming, Cr S Ramsey		
Matters discussed:	1. Council Meeting Agenda		

CONFLICT OF INTEREST DISCLOSURES:

Were there any conflict of interest disclosures by Councillors?		No
Matter No.	Councillor making disclosure	Councillor left meeting
Nil		

REPORT PRODUCED BY:

Officer name:	Bradley Dosser	Date:	Monday 14 November 2022
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INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

MEETING DETAILS:

Meeting Name:	Briefing of Councillors		
Meeting Date:	Monday 21 November 2022	Time Opened:	6.26pm
		Time Closed:	9.26pm
Councillors present:	Cr L Carli (Mayor) Cr G Kesic Cr K Majdlik Cr B Turner		
Officers present:	R Wai Chief Executive Officer L Shannon Executive Lead Strategic Initiatives S Romaszko Acting General Manager Planning and Development T Scoble Acting General Manager Community Services P Leersen Chief Financial Officer S McManus Manager, Engagement & Advocacy B Dosser Manager Legal, Governance & Risk D Rudd Manager, City Design & Strategy (left at 8.15pm) M Milbourne Principal Strategic Planner (left at 8.15pm) G Borg Coordinator City Strategy (left at 8.15pm) D Lewis Senior Strategic Planner (left at 8.15pm)		
Guests	Urban fold – Rebecca Finn Institute for Sensible Transport – Dr Elliot Fishman Urban Economics – Paul Shipp		
Apologies	Cr J Shannon (Deputy Mayor), Cr S Abboushi, Cr M Deeming (leave), Cr S Ramsey, Cr A Vandenberg		
Matters discussed:	<ol style="list-style-type: none"> Pre-recorded Presentations (6.27pm-7.01pm): <ol style="list-style-type: none"> NOM 808 & 814 Growth Area Roads NOM 822 Feasibility and benefits of a heavy vehicle parking facility Carols by Candlelight parking (7.01pm-7.06pm) Melton Town Centre Revitalisation Plan update (7.07pm-8.15pm) General Officer updates (8.23pm-9.08pm): <ol style="list-style-type: none"> Revitalisation Project (continued discussion) Budget Submission Timelines VHBA Road Construction Proposal Cobblebank Review of Committees of Council Quick Mention Items (9.08pm-9.26pm): <ol style="list-style-type: none"> Capital Delivery update at Briefing of Councillors – 19 December 2022 Discuss date for GLG discussion and officer update on NOM 847 Fraser Rise Kindergarten operations Public Gallery set up at Burnside Governance Debrief – 14 November 2022 		

CONFLICT OF INTEREST DISCLOSURES:**Were there any conflict of interest disclosures by Councillors?**

No

Matter No.	Councillor making disclosure	Councillor left meeting

REPORT PRODUCED BY:**Officer name:**

Bradley Dosser

Date:

Monday 21 November 2022



INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

MEETING DETAILS:

Meeting Name:	Briefing of Councillors - Online		
Meeting Date:	Monday 28 November 2022	Time Opened:	6.06 pm
		Time Closed:	8.03 pm
Councillors present:	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi (arrived 6.23pm) Cr K Majdlik Cr A Vandenberg		
Officers present:	R Wai Chief Executive Officer L Shannon Executive Lead Strategic Initiatives S Romaszko Director City Futures T Scoble Director City Life P Leersen Chief Financial Officer B Dosser Manager Legal, Governance and Risk J Horne Manager, Environment and Waste (departed 7.35pm) K Barclay Property and Investment Coordinator (departed 6.49pm) R Hodgson Governance Coordinator		
Guests	Nil		
Apologies	Cr G Kesic Cr M Deeming Cr S Ramsey Cr B Turner S McManus Manager, Engagement and Advocacy		
Matters discussed:	1. Plumpton Aquatic Business Case – Progress Update (6.06pm – 6.49pm) 2. Community Grant Program Review (6.49pm – 6.55pm) 3. Seed Storm Readiness (6.55pm – 7.23pm) 4. Councillor Questions (Webinars) Circular Economy and Resource Recovery Strategy Update and Climate Change Adaptation Plan Progress (7.23pm – 7.35pm) 5. Gateway Signage Review Approach (7.35pm – 7.38pm) 6. General Updates / Discussion Topics (7.38pm – 8.03pm) a. Audit and Risk Committee Independent Member Interviews b. Victorian Funds Management Corporation c. Budget Submission Timelines d. Melton Waves Outdoor Pool Damage e. Grass Maintenance f. Resident Concerns regarding Mt Cottrell Road and Greigs Road Roundabout g. Enterprise Agreement Negotiations		
CONFLICT OF INTEREST DISCLOSURES:			
Were there any conflict of interest disclosures by Councillors?		No	
REPORT PRODUCED BY:			
Officer name:	Renee Hodgson	Date:	Monday 28 November 2022

Informal Meeting of Councillors

8. CORRESPONDENCE INWARD

8.1 PARLIAMENTARIAN AND DEPARTMENTAL LETTERS RECEIVED BY THE MAYOR

- The Hon. Colin Brooks MP – Acting Minister for Mental Health – Location of new Infant, Child and Family Health and Wellbeing Hub being established in Brimbank Melton
- Ms Louise Galloway – Executive Director, Department of Health – Maternal and Child Health workforce needs
- The Hon. Jacinta Allan MP – Deputy Premier - Response to letter regarding Level Crossing Removal Program
- The Hon. Amanda Rishworth MP – Minister for Social Services – Response to letter regarding housing and rental assistance

RECOMMENDATION:

That Council receive and note the following Parliamentary and Departmental letters, received by the Mayor, provided as **Appendices 1 - 4** to this report:

- 1) The Hon. Colin Brooks MP – Acting Minister for Mental Health – Location of new Infant, Child and Family Health and Wellbeing Hub being established in Brimbank Melton – dated 30 October 2022.
- 2) Ms Louise Galloway – Executive Director, Department of Health – Maternal and Child Health workforce needs – dated 4 November 2022.
- 3) The Hon. Jacinta Allan MP – Deputy Premier - Response to letter regarding Level Crossing Removal Program – dated 10 November 2022
- 4) The Hon. Amanda Rishworth MP – Minister for Social Services – Response to letter regarding housing and rental assistance – dated 22 November 2022

Motion

Crs Turner/Vandenberg.

That Council receive and note the following Parliamentary and Departmental letters, received by the Mayor, provided as **Appendices 1 - 4** to this report:

- 1) The Hon. Colin Brooks MP – Acting Minister for Mental Health – Location of new Infant, Child and Family Health and Wellbeing Hub being established in Brimbank Melton – dated 30 October 2022.
- 2) Ms Louise Galloway – Executive Director, Department of Health – Maternal and Child Health workforce needs – dated 4 November 2022.
- 3) The Hon. Jacinta Allan MP – Deputy Premier - Response to letter regarding Level Crossing Removal Program – dated 10 November 2022
- 4) The Hon. Amanda Rishworth MP – Minister for Social Services – Response to letter regarding housing and rental assistance – dated 22 November 2022.

CARRIED

LIST OF APPENDICES

1. The Hon. Colin Brooks MP - Acting Minister for Mental Health - 30 October 2022
2. Ms Louise Galloway - Executive Director, Department of Health - 4 November 2022
3. The Hon. Jacinta Allan MP - Deputy Premier - 10 November 2022
4. The Hon. Amanda Rishworth MP - Minister for Social Services - 22 November 2022



Hon Colin Brooks MP

Acting Minister for Mental Health
Acting Minister for Treaty and First PeoplesGPO Box 4057
Melbourne Victoria 3001
Telephone: +61 3 9096 7500

BAC-CO-31505

RECEIVED
04 NOV 2022Cr Goran Kesic, Mayor
Melton City Council
PO Box 21
MELTON VIC 3337

Dear Mayor Kesic,

Thank you for your letter of 7 October 2022 addressed to Minister for Mental Health, the Hon. Gabrielle Williams MP, regarding the location of the new Infant, Child and Family Health and Wellbeing Hub (hub) being established in Brimbank Melton. As the matter you raise falls within my portfolio responsibilities as Acting Minister for Mental Health, your letter has been referred to me for my consideration and response.

The hubs are a joint commitment of the Andrews Labor Government and the Commonwealth Government, providing an investment of \$54.4 million to enable better access to multidisciplinary paediatric and mental health services for children aged 0-11 experiencing developmental, behavioural or emotional challenges, and their families.

Brimbank Melton was chosen to help meet increasing demand for services to support improved child health and development outcomes in one of Victoria's fastest growing communities. Work to establish the hub is underway, with services becoming fully operational by July 2023.

The Brimbank Melton hub is being led by IPC Health in partnership with Western Health and the Royal Children's Hospital to support the work of existing universal services and connect families to the right care, at the right time. A 'hub and spoke' model will be implemented to operate services from multiple sites across Brimbank Melton, helping ensure that access to care is as local as possible to reduce the time and cost burden to families.

I appreciate Melton City Council's offer to support the location of hubs. While locations will be determined as part of a co-design process with service providers, community members and people with lived experience, I am advised that IPC Health have included local government as key partners in this work including having conversations about potential sites in Melton.

Should you wish to discuss this matter further, please contact Vicki Horrigan, Acting Director, Priority Population Groups and Communities at the Department of Health vicki.horrigan@health.vic.gov.au.

I trust this information has been of assistance to you and thank you again for taking the time to write to me about this matter.



Yours sincerely



Hon Colin Brooks MP
Acting Minister for Mental Health
Acting Minister for Treaty and First Peoples

30 /10/2022

cc. Steve McGhie, Member for Molton
Stephen.McGhie@parliament.vic.gov.au



Department of Health

50 Lonsdale Street
Melbourne Victoria 3000
Telephone: 1300 650 172
GPO Box 4057
Melbourne Victoria 3001
www.health.vic.gov.au
DX 210081

BAC-BR-16267

Cr Goran Kesic
Mayor
Melton City Council
232 High Street
MELTON VIC 3337
goran.kesic@melton.vic.gov.au

Dear Cr Kesic

Thank you for taking the time to write to the Minister on 7 October 2022 regarding the nursing and midwifery initiative and broader Maternal and Child Health (MCH) workforce needs. An election has been called for Victoria to be held on 26 November 2022. As a result, caretaker conventions are being observed and I am responding on behalf of the Minister as the management of Maternal and Child Health and Early Parenting sits within my portfolio.

The Making it Free to study nursing and midwifery (MIF) initiative will support the recruitment and training of 17,000 nurses and midwives to the health system. These nurses and midwives will play a critical role alongside current healthcare workers as the health system continues to respond to current demand, and reforms to increase capacity for the future. This initiative compliments the annual MCH workforce supports available for access in 2023.

The MCH workforce support program provides funding assistance for MCH nursing students commencing study in 2023, new graduate MCH nurses commencing work and clinical preceptorship programs. The MCH Scholarship is a statewide initiative to support registered nurses and midwives to undertake a postgraduate program of study in child and family health nursing. The financial support assists in ensuring the MCH nursing workforce is sustainable and able to meet future service needs.

In recognition of the unprecedented challenges facing MCH services in interface councils, I am pleased to advise that additional MCH interface funding will be provided in 2023-25. An information session with interface councils will be scheduled in November 2022, jointly hosted by the department and Municipal Association of Victoria (MAV).

The department is committed to ongoing collaboration with the MAV and councils to identify solutions and strategies to ensure the sustainability and equity of high quality MCH services. Discussions are well underway and collaborative strategies are being put in place at both a local and a state-wide level to alleviate some of the pressures identified in your letter.



Should you wish to discuss any of the MCH initiatives further, please contact Camilla Macdonell, Director, Maternal and Child Health and Early Parenting at the Department of Health on 0427 105 583 or camilla.macdonell@health.vic.gov.au.

For more information on the 'Making it Free' to study nursing and midwifery initiative please contact Nicole Argall, Director, Health Workforce Policy, Workforce Strategy and Wellbeing Branch, Department of Health on 03 8850 7034 or nicole.argall@health.vic.gov.au.

I trust this information has been of assistance to you and invite you to raise this matter with the Minister following the commencement of the next term of government.

Yours sincerely,



Louise Galloway

Executive Director

Community Based Health Service, Policy and Improvement Branch

Commissioning and System Improvement Division

Department of Health

04 / 11 / 2022



Hon Jacinta Allan MP

Deputy Premier
Minister for Transport Infrastructure
Minister for Suburban Rail Loop
Minister for Commonwealth Games Delivery1 Treasury Place
East Melbourne, Victoria, 3002
Telephone: 03 8392 6100
DX 210292Cr Goran Kesic
Mayor
City of Melton
232 High Street
Melton Vic 3337

10 / 11 / 2022

E: goran.kesic@melton.vic.gov.au

Dear Mayor

Thank you for your letter 27 October 2021 in relation to the removal of level crossings in the City of Melton.

The Andrews Labor Government is removing 110 level crossings across Melbourne including the removal of every level crossing on the Sunbury line and every level crossing in Melton on the Melton line.

The removal of level crossings on both the Sunbury and Melton lines within the City of Melton are part of the integrated Big Build program of major transport infrastructure projects that will improve public transport for residents of Melbourne's west.

Other Victorian Big Build public transport projects that will benefit the City of Melton include:

- The Metro Tunnel which will increase passenger capacity on the Sunbury line by 60% and is on track to be open a year ahead of schedule in 2025
- 65 new longer modern trains that will run on the Sunbury line
- The Sunbury Line Upgrade which complements the Metro Tunnel and allows for the new longer trains
- The recently completed Ballarat Line Upgrade which has provided for up to over 220 extra weekly services to stations within the City of Melton
- The Melton Line Upgrade which will allow for a 50% increase in the number of passengers on the Melton line.
- Geelong Fast Rail and Melbourne Airport Rail which will also provide for improved connections for residents of Melton

Not only do these projects provide improved transport connections, they continue to create thousands of jobs and opportunities for hundreds of small businesses in the western suburbs.

The Andrews Labor Government originally promised to have 50 level crossings removed by the end of 2022 but we are ahead of schedule with 67 already gone. Being so far ahead of schedule means we are in a position to consider further removals, including at Mt Cottrell Road and Paynes Road and these will be assessed as part of future removal programs.

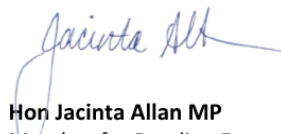
The Victorian Liberal Opposition have recently announced that they will reprioritise the level crossing removals announced by the Government, including those planned for the City of Melton. They have also committed to reviewing the Melton Line Upgrade.

You may not be aware that while the Victorian Liberals have not promised any major public transport projects in the western suburbs, they have committed to 6 level crossing removals, two train line extensions and two tram line extensions all in the east of Melbourne.

Only the Andrews Labor Government will continue to deliver the major public transport project that the growing City of Melton requires.

I hope this information has been of assistance.

Yours sincerely



Hon Jacinta Allan MP
Member for Bendigo East
Deputy Premier
Minister for Transport Infrastructure
Minister for the Suburban Rail Loop
Minister for Commonwealth Games Delivery



The Hon Amanda Rishworth MP

Minister for Social Services

Ref: MC22-011238

RECEIVED
30 NOV 2022

Goran Kesic
Mayor
Melton City Council
PO Box 21
MELTON VIC 3337

Dear Mayor Kesic

Thank you for your letters dated 6 October 2022 and 7 October 2022 to the Minister for Housing and Homelessness, the Hon Julie Collins MP, the Assistant Minister for Social Services and Assistant Minister for the Prevention of Family Violence, the Hon Justine Elliot MP, and myself concerning housing and rental assistance.

In 2022-23, the Australian Government expects to spend around \$5.1 billion in Commonwealth Rent Assistance (CRA) to help eligible Australians on income support payments pay their rent and around \$1.6 billion through the National Housing and Homelessness Agreement to support state and territory governments to deliver housing and homelessness services.

The Government understands rental affordability is a problem for many households and I have noted your concerns regarding Commonwealth Rent Assistance (CRA). The Government is taking action to improve rental and housing affordability through an ambitious and comprehensive agenda, which includes:

- the National Housing Accord;
- a Housing Australia Future Fund;
- a national Help to Buy shared equity scheme; and
- a Regional First Home Buyer Support Scheme.

In addition, the Government will establish a number of strategic initiatives to improve housing supply and affordability in the medium and long term, including:

- the establishment of the National Housing Supply and Affordability Council; and
- the creation of a National Housing and Homelessness Plan.

The National Housing Accord is an agreement to align the efforts of all levels of government, institutional investors and the construction sector, with a shared ambition to build one million new, well-located homes over five years from 2024.

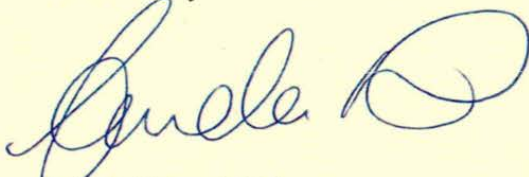
The \$10 billion Housing Australia Future Fund will build 30,000 new social and affordable housing properties in its first five years. Over this period, the Australian Government will use the investment returns to build around:

- 20,000 social housing properties, 4,000 of which will be allocated for women and children leaving domestic and family violence and older women on low incomes who are at risk of homelessness
- 10,000 affordable homes for frontline workers like police, nurses and cleaners.

Combined, these policies will support access to housing, align the efforts of the Commonwealth and state and territory governments to deliver better housing outcomes, and increase housing supply and affordability for renters and buyers across Australia.

I appreciate you bringing this matter to my attention.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Amanda Rishworth', with a large, stylized flourish at the end.

Amanda Rishworth MP

22/11/2022

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
Garrick Oates	Could Council please provide the total number of Eynesbury Design Guideline breaches that Council has notified lot owners of, as well as the number of infringements that have been issued since Council was made aware of their legal responsibility to enforce the Eynesbury Design Guidelines?
Matthew Pearse	Can the Council seek an explanation from the contractor why areas have been mowed multiple times in the last 3 months and Fulham Cres hasnt been mowed at all?
Matthew Pearse	What is the timeframe on the report on Shogaki Drive that was petitioned to Council in July this year?

12. PRESENTATION OF STAFF REPORTS

Procedural Motion

Crs Majdlik/Ramsey.

That Items 12.1 and 12.2, 12.5, and 12.8 be moved en bloc and Council adopt officers' recommendations as printed in the agenda.

CARRIED

12.1 LEADWEST JOINT DELEGATED COMMITTEE ANNUAL REVIEW 2022

Author: Renee Hodgson - Governance Coordinator

Presenter: Roslyn Wai - Chief Executive Officer

PURPOSE OF REPORT

To present the LeadWest Joint Delegated Committee Annual Review 2022.

RECOMMENDATION:

That Council note the LeadWest Joint Delegated Committee Annual Review 2022, provided as **Appendix 1** to this report.

Motion

Crs Majdlik/Ramsey.

That Council note the LeadWest Joint Delegated Committee Annual Review 2022, provided as **Appendix 1** to this report.

CARRIED

REPORT

1. Executive Summary

The purpose of the LeadWest Committee is to oversee the preparation and implementation of the LeadWest Strategic Plan and identified sub projects as adopted and agreed by member Councils.

The Annual Review of the LeadWest Joint Delegated Committee, listed as **Appendix 1** to this report, is provided in accordance with Clause 10.3 of the Committee's Terms of Reference which states:

10.3 The Committee shall provide an annual report to the Member Councils.

2. Background/Issues

The LeadWest Committee was established as a Joint Delegated Committee pursuant to s64 of the *Local Government Act 2020* (the Act), with the Cities of Brimbank, Hobsons Bay, Maribyrnong, Melton, and Wyndham, on and from 1 August 2021.

It has delegated powers and functions in an Instrument of Delegation and Schedule and has Terms of Reference that govern its operations, meeting, and reporting arrangements. These were both approved and adopted by Council on 28 June 2021.

Attached to this report is the Annual Review of the LeadWest Joint Delegated Committee for 2022.

3. Council and Wellbeing Plan Reference and Policy Reference

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

6. A high performing organisation that demonstrates civic leadership and organisational excellence

6.3 An organisation that demonstrates excellence in civic leadership and governance.

4. Financial Considerations

The ongoing budget for the LeadWest Committee will include two components. Firstly, to deliver the projects in the four-year implementation plan, recommendations will be made to member Councils for consideration in each Council's annual budgeting process. Secondly, a payment of a base contribution to apply equally to all Councils.

5. Consultation/Public Submissions

The LeadWest Committee provides a mechanism for a regional approach to advocacy and the delivery of a ten-year Strategic Plan. The Strategic Plan is underpinned by a rolling four-year implementation plan which will be delivered by teams from across the six Councils implementing specific projects. This Plan was prepared following extensive consultation including a focus on engaging Councillors from the member Councils.

6. Risk Analysis

Nil.

7. Options

That Council note the Annual Review of the LeadWest Joint Delegated Committee as per the recommendation to this report.

LIST OF APPENDICES

1. LeadWest Annual Review 2022

www.premierstrategy.com.au

November 2022

LeadWest 2022 Review



Premier
strategy

LeadWest Annual Review – 2022

Overview

Since taking on the role of secretariat of LeadWest in March 2022, Premier Strategy has engaged with each council to understand their priorities, the benefit and strengths of LeadWest, and where the group needs to improve. Key themes included a need to identify LeadWest's core purpose and to advocate for key projects, with mental health the top priority.

LeadWest has since redefined its core purpose. It is a committee to represent and advocate on behalf of its member councils and communities they represent.

LeadWest has identified three pillars needed to support its goal of a vibrant, diverse, well-connected, healthy and sustainable region.

- **Future Economy:** Support a skilled workforce by leveraging infrastructure investments and employment clusters to create local jobs and improve education and skills training.
- **Transport, Connectivity and Community Services:** Deliver a more connected region that will reduce congestion, drive productivity and facilitate greater mobility for people to access jobs, critical services and social activities.
- **Liveability and Sustainability:** Strengthen the region's social, cultural and economic future through arts, creativity and appropriate cultural offerings. Reduce emissions, ensure sustainable growth, increase green space and protect natural resources.

Premier Strategy engaged with LeadWest Councils' Advocacy Officers to identify and review priority projects for each council. It then implemented an objective selection process to determine six projects identified as having a wider benefit for all councils and filling a needs gap in the West. The six projects are:

- **A regional mental health program** - Our ask: \$200,000 from the Victorian government with a (\$20,000) co-contribution from each LeadWest council for project management, governance and consultancy to lead the engagement and co-design aspects of a tailored mental health program.
- **Active and public transport networks** - Our ask: We want to work with Victorian government departments to review, plan and implement a whole-of-region active and public transport network that delivers real benefits to our western communities.
- **Outer Metropolitan Ring (Road and Rail)** - Our ask: State and federal government funding for the construction of the full Outer Metropolitan Ring (OMR) including freight rail, passenger rail and the eight-lane freeway.
- **Sunshine Precinct** - Our ask: \$500 million from the Victorian and federal governments to implement all nine key ideas of the Sunshine Station Masterplan as well as \$200 million to upgrade the Albion Station.
- **Wetlands Centre** - Our ask: A Victorian and federal government joint investment of \$11 million to build an innovative, sustainability-focused, interactive Wetlands Centre in Hobsons Bay. Hobsons Bay City Council has committed \$5 million towards this regional wellbeing and eco-tourism centre.
- **Creative West** - Our ask: \$3 million from the Victorian government, which will be matched by Maribyrnong Council, for the preparation of a detailed business case and schematic designs for a new performing arts and cultural hub in central Footscray - Creative West.

The highlight of 2022 was the launch of LeadWest's advocacy brochure *Invest in the West* in October 2022 and subsequent advocacy activities. The launch event received positive media coverage in the local media:

- Herald Sun, Liam Beatty, 10 October 2022: We're so sick of neglect
[Victorian Election 2022: Melbourne's west spells out key election priorities | Herald Sun](#)
- Star Weekly, Matthew Sims, 10 October 2022:
 - Brimbank: West's investment plans outlined
<https://brimbanknorthwest.starweekly.com.au/news/wests-investment-plans-outlined/>
 - Maribyrnong: West needs investment: LeadWest
<https://maribyrnonghobsonsby.starweekly.com.au/news/west-needs-investment-leadwest/>
 - Melton: Campaign to 'Invest in the West'
<https://meltonmoorabool.starweekly.com.au/news/campaign-to-invest-in-the-west/>
- 3AW, News Talk with Neil Mitchell, Interview with Cr Maynard as LeadWest's Chairman, 11 October 2022

Advocacy

Premier Strategy also engaged with key LeadWest stakeholders WoMEDA and Western Melbourne Tourism to understand the synergies and opportunities for joint advocacy activities. Through Premier Strategy, LeadWest is also represented in the North and West Melbourne City Deal Working Group to understand the status of the City Deal negotiations since the change of federal government, and to influence advocacy activities.

In 2022 LeadWest has met with local, state and federal MPs, ministers and shadow ministers, to advise of the economic and social pressures faced by western metropolitan councils. In the lead up to the Victorian election, LeadWest has sought meetings with all relevant state MPs, ministers and shadow ministers to advocate for cooperation and funding to strengthen its local economies so communities can continue to thrive.

Following the federal government's October budget and since entering the Victorian government's caretaker period, the focus is to engage with relevant federal MPs and ministers to continue to advocate on behalf of the communities in the west.

Key activities

March 2022

- Premier Strategy was contracted to take over the secretariat role and advocacy support for LeadWest.

April 2022

- North & West Melbourne City Deal Workshop, organised by Paul Fletcher's Office.
- Delegation meeting with Dr Matthew Bach MP, Member for Eastern Metropolitan Region and Shadow Minister for Transport Infrastructure.
- Delegation meeting with Sarah Connolly MP, Member for Tarneit.

May 2022

- LeadWest Councils Budget Briefing with Treasurer Tim Pallas, hosted by City of Wyndham Council.

- Delegation meeting with Andrew Giles MP, then Shadow Minister for Cities and Urban Infrastructure to discuss the North & West Melbourne City Deal/Partnerships.

July 2022

- Site visit by Dr Matthew Bach, MP Member for Eastern Metropolitan Region and Shadow Minister for Transport Infrastructure to Brimbank to discuss Sunshine Station and Melton to discuss the OMR and WIFT.
- Review of LeadWest priorities and start of selection process of key priority projects.

August 2022

- Sunshine Economic Strategy Interview with Cr Maynard as Chairman of LeadWest, lead by DoT.

October 2022

- Launch of LeadWest's advocacy brochure at Sunshine Station.
- North & West Melbourne Alliance meeting with Ben Carroll's Office to discuss support for a North and West Melbourne City Deal/Partnership.
- Delegation meeting with Annick Pascal, Senior Advisor in Ben Carroll's office to discuss key priority projects (Sunshine Station, OMR and active/public transport).

November 2022

- Delegation meeting with David Davis MP, Shadow Treasurer and Shadow Minister for Arts and Creative Industries to discuss support for Creative West.

Next steps

Post-election, LeadWest will engage and build relationships with re-elected and newly-elected Victorian government representatives to add a strong voice to western communities.

LeadWest will continue the dialogue with key stakeholders and government representatives, develop relationships and identify opportunities to work with other organisations and partners to achieve the best outcomes for the west.

LeadWest will provide budget submissions in early 2023 to both the federal and state governments to ensure its voice is heard and is considered in policies and announcements.

12.2 ADVISORY COMMITTEES OF COUNCIL - AGGREGATED MEETING MINUTES

Author: Renee Hodgson - Governance Coordinator
Presenter: Bradley Dosser - Manager Legal, Governance & Risk

PURPOSE OF REPORT

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

RECOMMENDATION:

That Council receive the minutes of the following Advisory Committee meetings, provided as **Appendices 1 - 5** to this report, and adopt the recommendations arising within the respective Minutes:

- 1) Melton Transport Community Reference Group, 8 June 2022
- 2) Community Learning Advisory Committee, 21 September 2022
- 3) Early Years Partnership Committee, 13 October 2022
- 4) Policy Review Panel, 8 November 2022
- 5) Melton Weir Development Committee, 15 November 2022

Motion

Crs Majdlik/Ramsey.

That Council receive the minutes of the following Advisory Committee meetings, provided as **Appendices 1 - 5** to this report, and adopt the recommendations arising within the respective Minutes:

- 1) Melton Transport Community Reference Group, 8 June 2022
- 2) Community Learning Advisory Committee, 21 September 2022
- 3) Early Years Partnership Committee, 13 October 2022
- 4) Policy Review Panel, 8 November 2022
- 5) Melton Weir Development Committee, 15 November 2022.

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 the written record of the committee meetings, 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. The composition of Advisory Committees for the 2021/22 municipal year was approved by Council at its Scheduled Meeting on 22 November 2021.

The minutes of the following Advisory Committees, attached to this report, form the written record of the committee meetings 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 2022	Melton Transport Community Reference Group	Appendix 1
21 September 2022	Community Learning Advisory Committee	Appendix 2
13 October 2022	Early Years Partnership Committee	Appendix 3
8 November 2022	Policy Review Panel	Appendix 4
15 November 2022	Melton Weir Development Committee	Appendix 5

3. Council and Wellbeing Plan Reference and Policy Reference

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

6. A high performing organisation that demonstrates civic leadership and organisational excellence

6.3 An organisation that demonstrates excellence in civic leadership and 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 being 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. Melton Transport Community Reference Group - 8 June 2022
2. Community Learning Advisory Committee Minutes - 21 September 2022
3. Early Years Partnership Committee - 13 October 2022
4. Policy Review Panel Minutes - 8 November 2022
5. Melton Weir Development Committee Minutes - 15 November 2022



MINUTES

Melton Transport Community Reference Group (MTCRG)

Held on 8 June 2022 at 6:30 pm at Melton Civic Centre

Present:

Councillors

Bob Turner, Councillor

Lara Carli, Councillor (Deputy Mayor)

Council Staff

Sean McManus, Acting Executive Manager Corporate Strategy and Investment

Matthew Milbourne, Coordinator Toolern Review

Darren Rudd, Manager City Design and Strategy

Community Representatives

Lawrence Geyer

Alan Perry

Chairperson: Cr. Lara Carli

Minute Taker: Matthew Milbourne

1. Welcome

2. Apologies

Kerry Walton, Acting Manager Engineering Services

Dominic Peverett, Community Representative

Tania White, Community Representative

Steven Abboushi, Councillor

Non-Attendance

John Faure, Community Representative

Robyne Jansen, Community Representative

Tim Roberts, Community Representative

Lakhwinder Sidhu, Community Representative

Naz Tamburro, Community Representative

Arnab Tarafder, Community Representative

3. Declaration of interests and/or conflict of interests

There were no declarations of interest, or declarations of a conflict of interest.

MINUTES

4. General Business**4.1 Fix Our Roads Campaign Update – Sean McManus**

Sean provided information on the *Fix Our Roads* campaign that was launched on Monday 4 April 2022.

Good outcomes from the Federal and State Budgets.

Fix Our Roads campaign will be very active in the lead up to the State Election, including activations within the community. Developers are on board to promote the campaign. Looking to ramp up in July until the election in November.

The community can expect to see corflute signs, billboards on main roads, and moving billboard displays across the City.

2,500 people have viewed the website to date which has been great given that this has only been an online campaign to date.

Sean would like to use the community representatives to tell their stories. One of our communications officers will call each of the representatives to tell their story – be it a written story or a video story. We will help the community representatives to tell their stories.

Some of the videos may be down next to the Western Freeway.

4.2 Budget Transport Results and Federal Government Election Commitments – Matthew Milbourne

Matthew provided a presentation on the *State and Federal Budget Results and the Federal Government Election Commitments (Appendix One)*.

4.3 Vision Session – What Should our Transport Network Look Like in 2050? – Matthew Milbourne

The Transport Community Reference Group (MTCRG) were asked to describe what the ideal transport network in the City of Melton would look like in 2050. Their vision is detailed in **Appendix Two**. This includes information on how people and goods travel around the City, what the City looks like, and some of the interventions needed to achieve this vision.

4.4 Next Meeting

Wednesday 10 August 2022 (last meeting of the MTCRG) at 6.30 pm

5. Close of Business

The meeting closed at 7:44 pm.

Melton Transport Community Reference Group

Budget Commitments

A vibrant, safe and liveable City accessible to all



Federal Budget 22/23

- \$740 million for the Western Interstate Freight Terminal (WIFT) in Truganina
- \$920 million for road and rail connections to the WIFT (southern section of the Outer Metropolitan Ring)

A vibrant, safe and liveable City accessible to all



State Budget 22/23 - Transport

- New traffic lights at Hopkins Road and Boundary Road
- \$14.9 million for the duplication of Melton Highway between Crown Drive and The Regency
- \$6.1 million towards planning for the Western Interstate Freight Terminal. To progress planning and development activities for the WIFT and associated rail connection to the rail freight network via the Outer Metropolitan Ring southern corridor
- \$23.8 million towards capacity improvements to Melton and Ballarat Rail Corridor – detailed works on infrastructure and service solutions to increase current rail network capacity on the Melton / Ballarat corridor
- New bus services for communities in Diggers Rest and Sunbury

A vibrant, safe and liveable City accessible to all



State Budget 22/23 – Community Infrastructure

Health Infrastructure

- \$900+ million for Melton Hospital

Education Infrastructure

- New Aintree Secondary School and Specialist School (open in 2024)
- New Brookfield Primary School (open in 2024)
- Upgrade for Staughton College - \$31.77 million
- Upgrade for Aintree Primary School - \$11.2 million
- Upgrade to Sydenham Hillside Primary School - \$900k
- Modernisation of Diggers Rest Primary School
- Acquisition of land for Cobblebank Secondary School

A vibrant, safe and liveable City accessible to all



State Budget 22/23 – Community Infrastructure

Community and Recreation Infrastructure

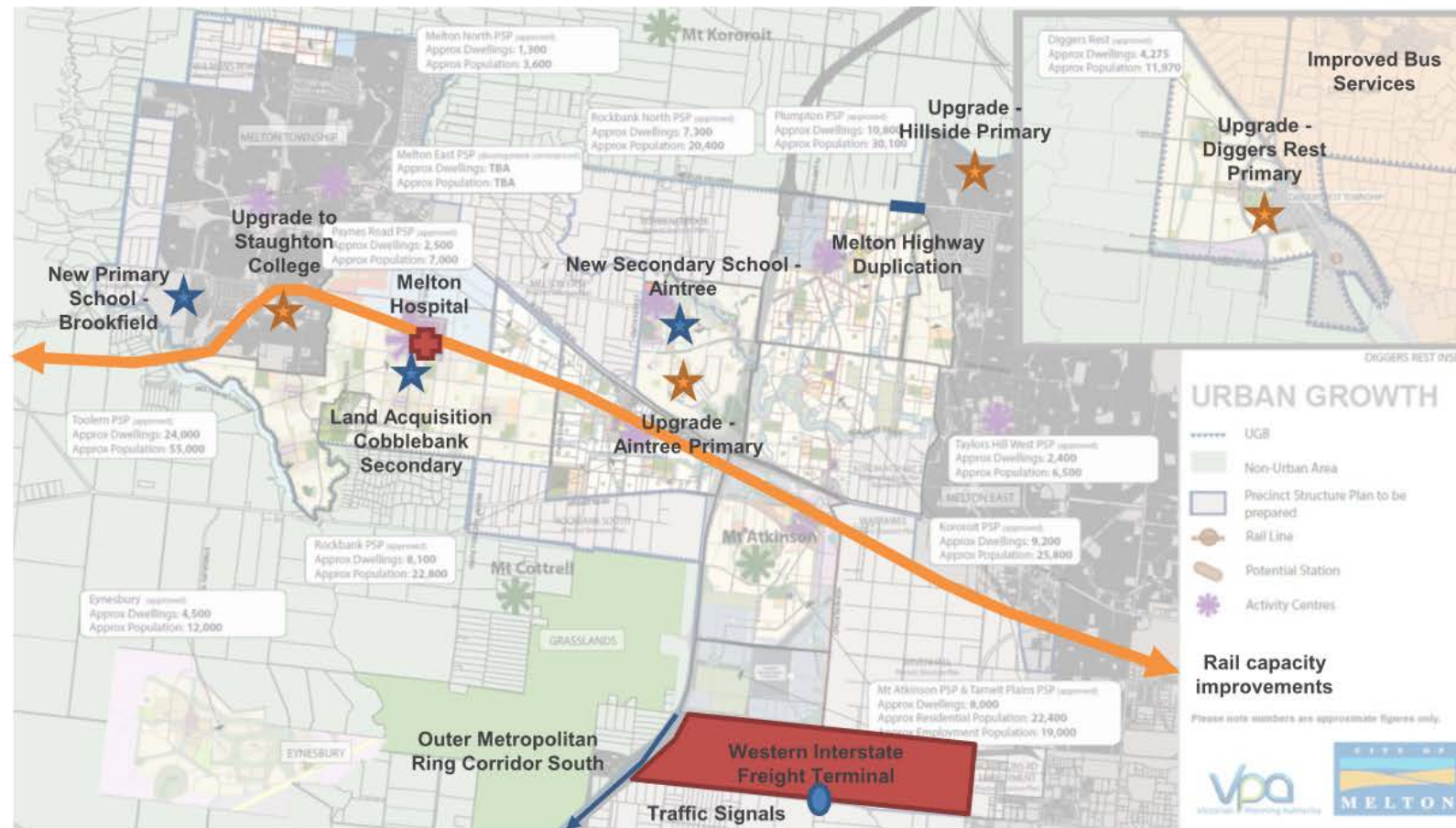
- Continuation of the Growing Suburbs Fund (\$50 million)

Other

- \$100k renewal of the U-Turn173 Crime Prevention Program
- Ongoing funding for the Melton Town Centre through the Suburban Revitalisation Board
- \$6 million for the Victorian Planning Authority to prepare Precinct Structure Plans across Metropolitan Melbourne

A vibrant, safe and liveable City accessible to all





A vibrant, safe and liveable City accessible to all



Election Commitments

- \$10 million for a business case to explore the road needs along the stretch of the Western Highway from Melton through to Caroline Springs

A vibrant, safe and liveable City accessible to all



Appendix 2 – 2050 Transport Vision

Challenges <ul style="list-style-type: none"> • High growth • Chronic underinvestment in the transport system by the State Government • Higher densities than planned which is creating more traffic than planned • Lack of connections to adjoining municipalities • Lack of integrated planning by State to respond to growth • High cost of running multiple cars for households • Lack of public transport for many of our residents 	See Less Of <ul style="list-style-type: none"> • Car dependence • Congestion • Travelling long distances for work / education / health / services
Opportunities <p>Rail</p> <ul style="list-style-type: none"> • Remove level crossings • Create more train trains at Thornhill Park, Mt Atkinson and Calder Park • Electrification and duplication of the rail to Melton • More trains – greater frequency <p>Buses</p> <ul style="list-style-type: none"> • Expand the bus network <p>Connectivity</p> <ul style="list-style-type: none"> • Create more connections to Wyndham to spread traffic • Build the Outer Metro Ring <p>Living Locally</p> <ul style="list-style-type: none"> • More employment and tertiary education opportunities in Melton – investment attraction • More high-density housing so people can use active and public transport <p>Other</p> <ul style="list-style-type: none"> • Carpooling – would be good to see more people in each car. There are too many people travelling in cars alone 	See More Of <p>Rail</p> <ul style="list-style-type: none"> • More investment in trains • Electrification of Melton Rail Line • More railway stations <p>Buses</p> <ul style="list-style-type: none"> • Provide buses to new estates when they are constructed • Clear the backlog of buses – Eynesbury and new estates • Create new bus routes that connect Melton Township to surrounding centres (Sunbury, Watergardens, Caroline Springs Town Centre, Werribee) • Improve bus frequencies • Coordinate buses to trains • Create busways on main roads • Buses to schools <p>Active Transport</p> <ul style="list-style-type: none"> • Create 20-minute neighbourhoods where people can live / work locally • See more mode shift • See more people walking to schools <p>Coordination of Infrastructure</p> <ul style="list-style-type: none"> • Early delivery of community and transport infrastructure • Better integration of infrastructure delivery
Vision <ul style="list-style-type: none"> • A City of 20-minute neighbourhoods where people can increasingly walk, cycle, and catch public transport to learn, work and access services • A City which provides fast, frequent, and convenient public transport • A City where households don't need a car 	



MINUTES

COMMUNITY LEARNING ADVISORY COMMITTEE

held on 21 September at 2.00pm hybrid meeting held at Melton Library and Learning Hub

Present:

Cr Sophie Ramsey	Councillor
Jane Sultana	Secretary, U3A
Pam Madej	Melton South Community Centre
Trish Heffernan	CEO, Djerriwarrh Community and Education Services
Emily Anderson	Program Coordinator, VU in the community
Muhammed Edwards	Principal, Muhammadiyah Australia College
Emma White	Coordinator Library & Arts Activation
Jadye McBurnie	Acting Coordinator, Social Research
(Ex Officio) Adam Josifovski	Coordinator Community Activation & Learning
Silvia Velez	Lifelong Learning Projects Officer (Minute Taker)

Quorum: *The quorum for any ordinary meeting of the Community Learning Advisory Committee shall be not less than 50% of the current members*

Chairperson: Cr S Ramsey

1. Welcome

The Chairperson welcomed all attendees to the meeting and proceeded with the Acknowledgment of Country. *'Melton City Council acknowledges the Traditional Owners of this land, the people of the Kulin Nations, and pays respects to their Elders, past, present and emerging.'*

2. Apologies

(Ex Officio) Roslyn Wai	CEO, Melton City Council
Mark Corrie	CEO, Western BACE
Brad Miller	Manager, Mambourin Business Solutions
Deidre Hardy	EO Future Connect
Stuart Telford	Principal, Deanside Primary School
Michael Gruis	Copperfield College (Sydneyham)
Kris White	Principal, Strathtulloh Primary School
(Ex Officio) Elyse Rider	Manager Community Planning
(Ex Officio) Susie Prestney	Manager Library and Arts

MINUTES

3. Declaration of interests and/or conflict of interests

Nil

4. Confirmation of minutes of previous meeting**Motion**

Minutes of the last Community Learning Advisory Committee meeting were endorsed at the Ordinary Meeting of Council dated 18 July 2022

5. Business Arising

Nil

6. General Business**6.1 Covid Impacts Report**

J McBurnie presented on Council's Covid Impacts report.

Slides attached.

Action

S Velez to share COVID-19 Social and Economic Impacts Report to all members

6.2 Libraries Update

E White provided an update on Council's Library Services including "Your Career Your Way" partnership with VU, Mini Maker Space, Engagement with Western BACE as part of the Lifelong Learning Festival, Ongoing Australian Citizenship Test Assistance and Digital Support Booth at Melton Library.

Slides attached.

Motion

Chair Cr S Ramsey motioned to postpone remaining agenda items to December meeting due to time constraints and not meeting quorum as some members had to leave the meeting. Seconded by P Madej

6.3 Learning Strategy engagement findings

Postpone to December meeting

6.4 Group discussion: Covid Recovery & Resilience Building

Postpone to December meeting

6.4 Rapid Fire Updates

P Madej reported on good AGM for Melton South Community Centre.

7. Other Business

Cr Ramsey thanked the team for an exceptional Lifelong Learning Festival.



MINUTES

8. Next Meeting

The next meeting is to be held on 7 December 2022 commencing at 2.00pm – 4.00pm at Melton Learning Library Hub (in person)

9. Close of Business

Meeting closed at 3:24pm.



MINUTES

EARLY YEARS PARTNERSHIP

held on 13 October 2022 at 10.00am, online – MS Teams

Present:

Cr L Carli, Melton City Council
Cr A Vandenberg, Melton City Council
J Webber, Caroline Chisholm Society (Chair)
G Callander, Western Health
K Everett, Department of Families Fairness Housing
E Sutherland, Melton Primary School
E Sfameni, Melton Christian College
E Kay, Brotherhood of St Laurence
B Nguyen, Department of Education and Training
J Taylor, Department of Education and Training
C Owens, Western Health
D Clarke, Community Member
N Taranto, Sparkways (proxy)
S Prestney, Melton City Council
B Ball, Melton City Council (ex-officio)
F Alexander, Melton City Council (ex-officio)
K Robertson, Melton City Council (minute taker)

Guests:

M Milbourne, Melton City Council
J Simpson, Melton City Council
P Hobbs, Melton City Council

Quorum: A minimum of 5 appointed members will form a quorum for each meeting.

Chairperson: J Webber, Caroline Chisholm Society

Meeting opened 10:00am

MINUTES

1. Welcome

The Chairperson welcomed all attendees to the meeting and proceeded with the Acknowledgment of Country. *'Melton City Council acknowledges that the land it now occupies has a history that began with the Indigenous occupants, the Kulin Nation. Council pays its respects to the Kulin Nation people and their Elders and descendant's past and present. Council extends this respect to the Elders of other Aboriginal groups here today.'*

2. Apologies

S O'Kelly, BPA Children's Services
M Costa, Melton West Primary School
B Hill, St Lawrence of Brindisi
J Galvin, Noah's Ark
J Williams, Melton City Council
R Mahmudul, Sparkways represented by proxy N Taranto

3. Declaration of interests and/or conflict of interests

Nil

4. Confirmation of minutes of previous meeting

Noted

Moved: B Ball Seconded: J Taylor

5. Business Arising**5.1 Population growth in the City of Melton**

Matthew Milbourne, Principal Strategic Planner, Melton City Council

Matthew's presentation demonstrated population growth in the City of Melton and the implications of this on future delivery of community and recreational facilities. The presentation highlighted corridor planning, precinct structure planning and subdivision planning, as well as infrastructure provision ratios for community centres, leisure and recreation centres and education facilities. The significant and rapid growth of families in the City of Melton was quantified as over 40 families per week or 6 families per day, with the population projected to more than double from 2022-2051.

Members noted that the significant and rapid growth of families in the City presents challenges for service providers, including workforce and infrastructure capacity to meet associated service demand. The process to access Council managed or owned buildings was discussed.

J Webber thanked Matthew for his presentation.

Action/Recommendation

Presentation to be shared with committee members alongside distributed minutes.



MINUTES

Pauline Hobbs entered meeting at 10:30am

Matthew Milbourne left the meeting 10:39am

5.2 Tell us about play spaces in the City of Melton

Jeanette Simpson, Senior Landscape Architect- Open Space Planning, Melton City Council

Jeanette shared a presentation with the group on the development for Council's Play Space Strategy. The presentation explained the difference between local, district and regional parks, their size and facilities. Goals of the strategy are to direct and guide expectations for developers and community, and provide a happy medium between innovative and inviting play spaces and the capacity for ongoing maintenance after developers hand over to council. The strategy will be informed by public realm design guidelines.

Discussion was held on the provision of toilets; toilets are generally provided for district and regional playspaces as part of the sports club infrastructure or community facilities but not at local parks for variety of discussed reasons

J Webber thanked Jeanette for her presentation.

Action/Recommendation

Presentation to be shared with committee members alongside distributed minutes.

Jeanette Simpson left the meeting 11.03am

5.3 Election advocacy priorities

Pauline Hobbs, Advocacy Advisor, Melton City Council

Pauline presented the advocacy priorities for Melton City Council in the lead up to the Victorian State election. The presentation addressed the City's employment profile and associated key issues, Best Start Best Life reforms and advocacy asks, MCH issues and advocacy asks, as well as advocacy for key infrastructure projects.

Committee members discussed advocacy for health and community agencies in the municipality, especially First 1000 days. It was noted that further exploration and conversation would be progressed offline.

Action/Recommendation

Pauline, Brendan, Fiona and Jennifer to meet and discuss advocacy approaches used by Caroline Chisholm for First 1000 days

Pauline, Brendan and Fiona to present advocacy work to staff at DET regional office.

Emma Kay Left the meeting at 11.30am

Kara Evenett Left the meeting at 11.30am

MINUTES**5.4 EYPC review**

Fiona Alexander, Coordinator Early Years Partnerships, Melton City Council

Item 9.7 of the EYP Committee Terms of Reference (TOR) provides for annual review of the TOR by the Executive. The Executive commenced this review 24 August 2022 via release of two surveys to members. Preliminary findings and recommendations were circulated.

Fiona thanked members for participating in the recent partnership surveys and directed the committee to the previously circulated preliminary findings and recommendations, being:

- i. That the Committee to extend current provisions to 30 June 2023 whilst the review of the Early Years Partnership is finalised.
- ii. That the Executive invite any committee member who is unable to continue to 30 June 2023 to advise the Coordinator Early Years Partnership by 31 December 2022.

Action/Recommendation

Motion Passed – 8 members voted to support the officer recommendations

5.5 Best Start Best Life update

Billy Nguyen, Department of Education and Training

On 16 May 2022, the Premier Announced the \$9 billion Best Start, Best Life reform program.

The key elements of this significant reform are

- Making 3 and 4 year old kindergarten 'free' across the State from 2023.
- 30 hours of funded universal 'pre-prep' (in a kindergarten setting) for 4-year-olds to be staged over the next decade.
- Establishing 50 government operated integrated centres to deliver childcare, kindergarten and pre-prep (with extended hours)

The presentation included a funding table with per child funding amount for sessional kindergartens and long day care providers, and confirmation that the language being used is pre-prep. Locations for government operated integrated centres are not confirmed. The DET regional office is data gathering and advocating to central office about possible sites.

Action/Recommendation

Share presentation slides and links to resources with committee members alongside distributed minutes.



MINUTES

6. General Business

6.1 Access to Early Learning - program update

An update was provided with the agenda. No further questions or comments were raised

6.2 Department of Education and Training - update

An update was provided with the agenda. No further questions or comments were raised

6.3 Department of Families, Fairness and Housing

Update from Teams chat; The Orange Door is now open in Brimbank Melton and accepting referrals. Main site in Sunshine and secondary site in Cobblebank.

No further questions or comments were raised.

6.4 Brotherhood of St.Laurence - update (No update this meeting)

No further questions or comments were raised.

6.5 The First 1000 Days - update (No update this meeting)

No further questions or comments were raised

6.6 Best Start - update (No update this meeting)

No further questions or comments were raised

7. Next Meeting

Thursday 8 December 2022 at 10 am -12 noon,

8. Close of Business

The meeting closed at 12.08pm



MELTON CITY COUNCIL

**Minutes of the Policy Review Panel
Meeting of the Melton City Council**

8 November 2022

MINUTES OF THE POLICY REVIEW PANEL8 NOVEMBER 2022

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MINUTES OF THE POLICY REVIEW PANEL8 NOVEMBER 2022**MELTON CITY COUNCIL****MINUTES OF THE POLICY REVIEW PANEL MEETING OF THE
MELTON CITY COUNCIL HELD VIA VIDEOCONFERENCE ON
8 NOVEMBER 2022 AT 10.30AM****1. WELCOME**

Present: Cr Majdlik (Chair), Cr Carli, Cr Shannon

In attendance: R Wai (Chief Executive Officer),
B Dosser (Manager Legal, Governance & Risk),
B Bensley (Governance Officer)

The Chair, Cr Majdlik, opened the meeting at 10.47am and welcomed the Panel Members.

Motion

Crs Majdlik/Shannon.

That Cr Carli be appointed the Chair of the Policy Review Panel.

CARRIED

The newly appointed Chair, Cr Carli, thanked Cr Majdlik for her service as Chair to the Policy Review Panel.

2. APOLOGIES

Cr Deeming.

3. DECLARATION OF INTERESTS AND / OR CONFLICT OF INTEREST

Nil.

4. MINUTES OF PREVIOUS MEETINGS**RECOMMENDATION:**

That the Minutes of the Policy Review Panel meeting held on 20 October 2022 and adopted by Council at the Scheduled Meeting held on 14 November 2022 be noted.

Motion

Crs Majdlik/Shannon.

That the Minutes of the Policy Review Panel held on 20 October 2022 and adopted by Council at the Scheduled Meeting held on Monday 14 November 2022 be noted.

CARRIED

5. OTHER BUSINESS CARRIED OVER FROM A PREVIOUS MEETING

Nil.

MINUTES OF THE POLICY REVIEW PANEL8 NOVEMBER 2022

6. PRESENTATION OF STAFF REPORTS

At 10.48 am, Susie Prestney and Emma White entered the meeting and confirmed they have no General Conflict or Material Conflict in respect of any of the matters they are presenting to the Panel.

6.1 PUBLIC ART POLICY

Responsible Officer: Troy Scoble - A/General Manager Community Services

Document Author: Emma White - Coordinator Library Arts & Activation

Date Prepared: 18 October 2022

Recommendation:

That the Policy Review Panel recommend Council approve the Public Art Policy, provided as **Appendix 1** to this report.

Motion

Crs Majdlik/Shannon.

That the Policy Review Panel recommend Council approve the Public Art Policy, with changes made by the Panel highlighted in yellow, provided as **Appendix 1** to this report.

CARRIED

1. Background**1.1 The Policy**

The City of Melton Public Art Policy expired 31 May 2021. As part of ensuring that all policies are updated the policy has been reviewed with support from Public Art Consultants, Creative Road.

The policy has been updated to align with the recently developed Public Art Masterplan 2022-2028 (draft) and to include the updated Public Art Commissioning Criteria as an appendix. The Public Art Policy applies to:

- Public art commissioned and developed by Council
- Public art commissioned and developed by private enterprises, associations, individuals, property developers, community groups, businesses or other third parties
- Public art commissioned by third parties (including other government bodies) and transferred or donated to Council

The Public Art Policy guides the commissioning, maintenance and deaccessioning of public art in the City of Melton. The existing policy expired in May 2021. It was extensively redeveloped during the 2018 revision.

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1.2 Sources/benchmarking

To develop the policy a range of public art policies, strategies and frameworks were examined from Councils including Melbourne City Council, Yarra City Council, Maroondah City Council, Knox City Council, Monash City Council, Ballarat City Council, Hobsons Bay City Council. These were used to benchmark terminology and process, to develop a policy that is in keeping with local government best practice.

1.3 Consultation

Professional Public Art consultants, Creative Road, were engaged to develop a Public Art Master Plan for the City of Melton to guide the strategic development of public art in the city over the next five years. The Public Art Policy has been reviewed in light of the draft recommendations of this plan for which intensive internal consultation and community engagement was undertaken.

1.4 Communication and Implementation

The new policy will be made available on Council's website. The endorsed policy will be provided to all members of the Arts and Culture Advisory Committee and the internal Public Art Working Group.

The policy will be used to inform third parties and developers who are considering public art, and for internal stakeholders across Council who are incorporating public art into projects or programs.

1.5 Compliance

The policy is compliant with external legislation and the Local Government Act 1989 (Vic) and the Corporate Policy Management Framework.

A gender impact assessment (GIA) has been completed on this policy. Appropriate recommendations identified as part of the GIA process have been incorporated into this policy.

1.6 Measures of Success

The policy will be measured through its implementation in new public art projects, and the ability to respond to development of public art by third parties.

LIST OF APPENDICES

1. Public Art Policy - Melton City Council 2022 - V4

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Appendix 1 Public Art Policy - Melton City Council 2022 - V4

	Public Art Policy
Version No.	V 3.0 Draft October 2022
Endorsement	Executive - 25 October 2022 Policy Review Panel - 8 November 2022
Authorisation	Council - <INSERT DATE>
Review date	October 2025
Responsible officer	Manager Libraries and Arts
Policy owner	Coordinator Library and Arts Activation

1. Purpose

This policy guides the commissioning, management, maintenance and deaccessioning of public art in the City of Melton.

2. Scope

This policy applies across all of Council and guides Council's engagement with third parties who may wish to collaborate in provision of public art on council land and in open public spaces.

It articulates the approach for works that are developed and managed by Council. It also defines Council and third party roles in facilitating privately commissioned works.

The policy applies to:

- Public art commissioned and developed by Council
- Public art commissioned and developed by private enterprises, associations, individuals, property developers, community groups, businesses or other third parties.
- Public art commissioned by third parties (including other government bodies) and transferred or donated to Council

The policy will influence guidelines for commissioning and maintenance of public art.

3. Definitions

Word/Term	Definition
Artist	For the purposes of the City of Melton public art collection, artists are defined as those with an established public art practice, artist led studios who work as a team, emerging and mid-career artists.
Commissioning Models	Open Competition An open competition method is a widely advertised call for an Expression of Interest (EOI) that attracts a broad range of artists. The competition is normally advertised for several weeks through a variety of media including newspapers and industry magazines, online and through email notifications. Clearly defined expectations on the level of expertise and experience of artists submitting proposals helps assist in ensuring submissions are relevant. An open competition involves considerable time and dedicated resources to promote, manage, and review submissions.

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	<p>Limited Competition</p> <p>A limited competition method is an invitation sent out to a short-listed group of artists. This model is useful when an artist's practice particularly suits the project vision and public art opportunities.</p> <p>The limited competition process is less time-consuming and less expensive than an open competition and enables the project team to target artists whose artwork methods and practices suit the project vision and public art opportunities</p> <p>An open or a limited competition can result in:</p> <ul style="list-style-type: none"> • A short-list of artists who are invited to attend an interview • A short-list of artists invited to prepare a concept proposal for a fee or/ • The selection of a successful artist invited to prepare concept proposal for a fee <p>Direct Commission</p> <p>A direct commission is an invitation to one artist to prepare a concept proposal in response to an artist brief. The direct selection of an artist is carried out where there is a clear choice of artist to meet the project brief. Established high profile artists generally are directly commissioned and do not expect to participate in an EOI process.</p>
Deaccession	The formal process of removal of public art from the collection.
Integration	An integrated artwork is one that is incorporated into another structure – such as a building, streetscape or landscape design. Typical examples of integrated public artworks include street paving, sculptural seating, and artist-designed glazing. Integration also refers to a site-specific response by an artist. A site-specific public artwork describes a situation when the artwork and the site are equally important, and each informs the other.
Intellectual Property	<p>Intellectual Property protects the rights in creative and inventive efforts. These rights are protected through a number of separate federal Acts of Parliament, including copyright legislation which is set out in the Copyright Act 1968.</p> <p>Copyright law acknowledges the creativity and skill of a creator as valuable 'property' and outlines the intellectual property rights in producing original artistic works. Exclusive rights to copyright are automatically assigned to the creator and are valid throughout their life and 70 years after their death. Copyright law outlines both economic rights (rights that can be sold or licensed) and non-economic rights (rights of the creator that can't be sold or transferred – moral rights).</p> <p>Copyright Licensing</p> <p>Similar to rights over physical property, the economic rights of copyright can be sold or licensed for use by other parties. Commissioning an artist using Council's set of contract agreements grants Council a royalty-free licence for the purposes of promoting, marketing, and publishing images of the artwork to the public, with the correct attribution for each image. This includes all images from the artist including images from their portfolio, concept designs, detailed designs, and the final artwork. Copyright ownership stays with the artist.</p> <p>An artist's work cannot be altered without their written consent. Consent from an artist is not required to remove or relocate an artwork, however Council must first advise the artist and give them the opportunity to respond. If the artwork is fixed to a building, structure, or area undergoing redevelopment, the artist must be notified with the opportunity to document the work in situ, and consulted over its removal, storage, deaccession or reinstatement</p>

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	<p>Moral Rights</p> <p>Moral rights are the personal, legal rights of the creator and were enshrined in 2000 by amendments to the provisions of the Australian Copyright Act 1968. They are the rights of the artist to:</p> <ul style="list-style-type: none"> • Be attributed for their work; • Not to have their work falsely attributed; and, • Integrity - not to have their work treated in a derogatory way <p>The Copyright Act defines "derogatory treatment" as any act in relation to the work that is in any manner harmful to the author's honour or reputation"</p> <p>Moral rights apply whilst the artist is alive and 70 years after their death, and in contrast to economic rights of copyright, moral rights cannot be transferred, assigned, or sold.</p> <p>Attribution</p> <p>Under moral rights legislation, commissioners must correctly attribute the artist every time an artwork or an image of an artwork is displayed, published, communicated and/or promoted. An attribution plaque should be installed at the same time the artwork is installed in close proximity to the artwork.</p> <p>In line with moral rights, an artist's attribution is to acknowledge the artist as the creator of the work and as such, the attribution should be separate from any advertising and branding as this would compromise the integrity of the attribution.</p>
Public Art	<p>Public art encompasses a wide variety of creative expressions in the public realm. It includes works of art in any media that have been planned and executed with the specific intention of being sited or staged in the physical public domain, usually outside and accessible to all. Public art can be temporary or permanent.</p> <p>For some communities, public art is seen as a means of enhancing or personalizing otherwise impersonal spaces. For others, it's a way to activate civic dialogue, or provide a vehicle for communities to express their unique identity and includes works which are:</p> <p>Site specific/Site responsive: works of art or projects that consider, interface with, or are otherwise informed by the surrounding environment. This includes the physical limitations of a site, weather conditions, history, audience demographics and usage, lighting and many other aspects.</p> <p>Permanent: Public art can be designed and constructed as a permanent installation or be installed for a limited duration. Temporary public art can create delight in the unexpected, whereas permanent public art offers familiar aesthetics, long term benefits, and contributes to a sense of pride and community identity.</p> <p>Temporary: Public art includes ephemeral work, performance, events, temporary installation of durable works, projections, light, and sound and land art. Permanent public art includes sculptures, wall reliefs, mosaics, ceramic pavement inlays and murals, memorials and monuments and integrated artworks.</p> <p>Functional: Parts of a building, facility, or piece of infrastructure that have been made by an artist as an artwork that serves a specific function – e.g., downpipes, manhole covers, street furniture, lightshades.</p>

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	<p>Integrated: Art that has been designed to be seamlessly integrated into the building or surrounding environment – e.g., screen on a building façade, pavement inlays.</p> <p>Freestanding: Art that tends to have been created independently and applied to a site. Freestanding artwork is generally a sculptural work that has been made to be viewed from all sides.</p> <p>Experiential: Art that may not have a physical form but transforms public space into a creative, ephemeral, and sensory experience – e.g., using multi-media, sound, lighting projections, or tactile elements.</p> <p>Public art can also be described by the intent of the art project and its role within the city as:</p> <ul style="list-style-type: none"> • Iconic: Art that has been created as a standalone and significant work. Iconic artworks frequently have civic importance and create a visual landmark or entry statement. • Interpretive: Art that has been created to communicate and educate about a place, events, issues, and ideas. Interpretive art can take on various forms, such as signage, seating, landscape design, multi-media; with the intent of making an experience more meaningful • Commemorative or Celebratory: Art that has been created to honour or celebrate important people, an activity, or significant events. <p>Public Art is not:</p> <ul style="list-style-type: none"> • Park furniture, equipment, or seating without an artist intention • Landscaping, landscape furniture or equipment • Public assets with a solely functional purpose • A memorial or monument with a heritage or historical focus • A heritage site or object of historical significance
Public Art Collection	All Council managed public art works listed on the Public Art Register
Public Art Curator	A public art curator provides specialist advice and assistance on a range of public art matters relating to project management from initiation to completion of the public art project. Engaging a curator can provide confidence in the delivery of high quality, innovative, contemporary artwork, successful project integration and management and professional advice on how and who to select as potential project artists.
Public Art Review Panel	<p>The Public Art Review Panel is formed on a project to project basis to assess all proposals for permanent works and occasional proposals for significant temporary work such as large-scale wall murals. The panel will comprise:</p> <ul style="list-style-type: none"> - Two Community members from the Arts and Culture Advisory Committee - One Councillor who is the appointed Chairperson of the Arts and Culture Advisory Committee - Three representatives from the Public Art Working Group - Team Leader Arts Engagement and Development - Coordinator Library and Arts Activation - Manager Libraries and Arts <p>The panel is convened by the Team Leader Arts Engagement and Development at the beginning of the planning phase of each new public</p>

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	artwork. The broader Councillor group is kept abreast of meeting outcomes through the Chair.
Public Art Working Group	<p>The internal working group of Council that considers public art commissions, acquisitions, and de-accessions, led by the Libraries and Arts unit. The role of the Public Art Working Group (PAWG) will be to provide specific expertise and guidance on the development and management of the Public Art Collection.</p> <p>The PAWG will act as a first stage assessment panel, assisting the Team Leader Arts Engagement and Development to make initial recommendations to Council regarding public art proposals. Some members of the PAWG will be able to contribute to public art project installation and delivery.</p> <p>This cross-council working group includes representatives from:</p> <ul style="list-style-type: none"> - Libraries and Arts (Chair of PAWG) - City Design & Strategy - Capital Projects - Operations - Property Services - Engineering Services - Community Planning - Community Care and Inclusion (as required) - Recreation & Youth (as required) - Engagement & Advocacy (as required)
Transferred or donated work	Public art of either permanent or temporary definition, which was not commissioned by Council, but which is now proposed by a third party for Council to acquire.

4. Policy**4.1 Strategic alignment**

This Public Art Policy aligns strategically to the Council and Wellbeing Plan 2021-2025 by responding to the following objectives:

- Objective 1.1 A community that celebrates diversity and is inclusive of all
 - 1.1.2 Contribute to a welcoming community which embraces diversity
- Objective 1.2 A safe community where people feel proud to live
 - 1.2.2 Empower the community to strengthen civic pride, social cohesion, and a sense of belonging
- Objective 1.3 Local neighbourhoods are socially and culturally connected
 - 1.3.1 Provide opportunities for participation and appreciation of the arts, and support local artists

Further, this Public Art Policy aligns strategically to the Creative Melton 2030 Strategy by responding to the following objectives:

- Objective 1.6 We will activate the arts in public spaces, community events and festivals
- Objective 4.2 We will invest in creative projects to bring professional artists and communities together to achieve social and artistic outcomes
- Objective 4.3 We will increase participation in, and access to, arts and culture experiences
- Objective 4.4 We will increase opportunities for the professional development of local artists and creative practitioners

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- Objective 4.5 We will strengthen our sense of place through the development and maintenance of our public art collection

4.2 Funding

The allocation of funding to public art demonstrates Council's commitment to the Arts and this leadership can leverage further support through grant funding or private sector contribution.

Proposals for public art projects will be reviewed annually and referred to Council's annual budget process for consideration.

4.3 Commissioning and Acquisition

The commissioning and acquisition of Public Art will be aligned with Arts and Culture program priorities and will respond to the following criteria.

4.3.1 Public art criteria

Public art commissions, acquisitions, transfers and donations of works will be assessed against the following six criteria:

1. Evidence of high quality, contemporary arts practice. The artist or artists have experience and skills to deliver strong public art outcomes.
2. Suitability of the work to the site. The proposal considers existing/planned urban design, public safety, public use, environmental and physical impact.
3. Relevance of the work to local stories, themes or issues. The proposed work is relevant to residents and/or includes plans for community engagement.
4. Expected durability and required maintenance of the work
5. Adequate budget and resources to deliver proposed work
6. Consistency with Council's current planning, heritage, environmental and social policies
7. **Preferencing local artists and content where possible**

4.3.2 Permanent Works commissioned by Council

Permanent Public Art commissioned by Melton City Council can occur at both existing and new public sites and facilities across the municipality. Permanent public artwork is planned to remain in situ for between 5- 25 years. Where it is commissioned on new council-owned sites, it must be considered as part of civic infrastructure and urban design planning and incorporated into the earliest stages of planning. All permanent public art must be planned in conjunction with the Arts team and reviewed by the Public Art Working Group. Major Public Art will be reviewed by the Public Art Review Sub-committee, and recommendations put forward to Council through the Arts and Culture Advisory Committee.

4.3.3 Temporary Works commissioned by Council

Temporary Public Art commissioned by Council will provide opportunities for lower-cost temporary or semi-permanent installations that respond to current community themes. Temporary works may be exhibited anywhere from between 1 day to 5 years. Temporary works will enable emerging and professional artists to access new opportunities for career development and gain experience in delivering public artwork. The Temporary Works program will include Street Art projects. All temporary public art will be both planned and commissioned through the Arts team and approved by the Public Art Working Group. Major Public Art will be reviewed by the Public Art Review Sub-committee, and recommendations put forward to Council through the Arts and Culture Advisory Committee.

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4.3.4 Works commissioned by third parties

Public art commissioned and developed by private enterprises, associations or individuals (property developers, community groups, businesses or other third parties) will be assessed as per permanent works commissioned by Council as 4.3.2.

4.3.4 Donation or transfer of works

Proposals to donate a public artwork to Council must meet Council's criteria for the acquisition or commission of works, and will be considered according to the same selection criteria for commissioning new public art as 4.3.2.

4.3.5 Process for commissioning or acquiring Permanent and Temporary Works by Council

To ensure high-quality outcomes for public art, Council's commissioning process is aligned to its stated criteria for the selection of public art. Council has an internal process for commissioning artworks (see Appendix 1).

4.4 Maintenance of Public Art Works

Council is responsible for the maintenance and safe-keeping of all Council commissioned or acquired public art work. Excepting contractual exclusions, assets procured under this policy are to be managed under Council's Asset Management Policy and procedures, with specific regard to maintenance linked with Council's corporate and business plans (including the Long Term Financial Plan), budgets and reporting processes.

4.4.1 Public Art Register and Maintenance Plan

Public art is listed on Council's Public Art Register and Maintenance Plan, which is the responsibility of Arts team to update and document, and for Council's Asset Management team to implement.

4.4.2 Maintenance Plan Budget and Renewal

Every five years Council will commission an assessment of the maintenance needs of Council and allocate specific maintenance and conservation works for collection maintenance as required. Every year, Council will allocate the necessary budget to facilitate the ongoing maintenance of all works in the public art collection, as recommended in the maintenance plan.

5 Responsibility /Accountability

5.1	Team Leader Arts Engagement and Development <ul style="list-style-type: none"> Convenes and coordinates the commissioning, maintenance and deaccessioning of public art in the City of Melton.
5.2	Manager Libraries and Arts <ul style="list-style-type: none"> Responsible for the oversight of public art
5.3	Property Services and Asset Management <ul style="list-style-type: none"> Responsible for the maintenance of public art.

6 References and links to legislation and other documents

Name	Location
Asset Management Policy	www.melton.vic.gov.au

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Asset Disposal Policy	Policy and Procedures Intranet
Community Vision 2041	www.melton.vic.gov.au
Community and Wellbeing Plan 2021-25	www.melton.vic.gov.au
Creative Melton 2030	www.melton.vic.gov.au
Asset Plan 2021-31	www.melton.vic.gov.au
Financial Plan 2021-31	www.melton.vic.gov.au
Open Space Plan 2016-2026	www.melton.vic.gov.au
Intercultural Plan 2017-2021	www.melton.vic.gov.au
Community Infrastructure Planning Policy	www.melton.vic.gov.au
Community Engagement Policy	www.melton.vic.gov.au

APPENDIX 1.**MELTON CITY COUNCIL PUBLIC ART COMMISSIONING CRITERIA****Public Access**

Artworks commissioned must be for publicly accessible spaces at street level or publicly visible locations including the building façade or forecourt. It is not acceptable to include the artwork within the building foyer or lift lobby where these areas are not permanently accessible to members of the public.

Permanent Artworks

Permanent public artwork is planned to remain in situ for between 5- 25 years. Where it is commissioned on new council-owned sites, it must be considered as part of civic infrastructure and urban design planning and incorporated into the earliest stages of planning.

Temporary Artworks

Temporary public art commissioned by Council will provide opportunities for lower-cost temporary or semi-permanent installations that respond to current community themes and may be exhibited anywhere from between 1 day to 5 years. Temporary works will enable emerging and professional artists to access new opportunities for career development and gain experience in delivering public artwork. Temporary artworks include street art and murals.

Assessment Criteria

The commissioning and acquisition of public art will be assessed against the following criteria:

- Quality - Evidence of high quality, contemporary arts practice. The artist or artists have experience and skills to deliver strong public art outcomes.
- Site Suitability - Suitability of the work to the site. The proposal considers existing/planned urban design, public safety, public use, environmental and physical impact.
- Relevance - Relevance of the work to local stories, themes or issues and response to the curatorial framework of the brief. The proposed work is relevant to residents and/or includes plans for community engagement.

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- Durability - Expected durability and required maintenance of the work budget Adequate budget and resources to deliver proposed work consistency with council policies – in line with current planning, heritage, environmental and social policies.
- Budget Adequate budget and resources to deliver proposed work
- Council Policy Alignment – aligned with current planning, heritage, environmental and social policies.

Timing

Following Council approval, the artwork must be commissioned within 6 months of the development commencing and completed in line with the completion of the site development. Council will provide a nominated contact member of staff who will be the point of contact for all questions and coordination of council input.

THE ARTIST BRIEF

An artist's artwork concept proposal must meet the criteria set out in an artist brief as well as conforming with public safety requirements. An artist brief includes all project management functions and tasks. It needs to be clear but not prescriptive, allowing for artists to creatively respond and develop their own ideas. The artist brief sets the scene for the project, gives the artist a framework to work within and a good understanding of the vision, themes, and key aims of the project.

An artist brief typically includes:

- Background - the background to the program or project that has generated the artwork proposal
- Project Overview - the project requirements and deliverables for each phase of concept design, design development and commissioning
- Project Context – geographical, policy frameworks, general background information
- Curatorial Framework - the themes, vision and opportunities. The curatorial rationale informs the conceptual development of the artwork. It includes relevant social, environmental, economic or cultural heritage information. Artists are referred to the broad curatorial framework set out in the Public art Masterplan.
- Site Information - The artwork opportunity including a site plan, elevations, 3D's etc
- Timeline - Indicative schedule summary and project milestones
- Budget – A detailed breakdown including contingency
- Expected Lifespan of the artwork subject to reasonable maintenance requirements
- Consultation or community engagement events that occur as part of the project

Practical Considerations

An artist brief also needs to specify any practical considerations that the artist would need to address in developing the proposal, such as:

- Regulatory compliance
- Heritage requirements
- Structural and engineering requirements
- Safety considerations and obligations
- Site access
- Site maintenance and cleaning routines
- Presence of outdoor dining
- Climatic or locational influencing factors

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The brief outlines all the phases of artwork development to delivery including concept design, design development, fabrication and installation and provide indicative timeframes for each phase. It will specify the contractual arrangements for the development and completion of an artwork. It will outline each stage of artwork completion and key approval points by the Arts Team.

ENGAGEMENT OF A CURATOR

It is recommended external organisations engage an experienced and independent public art curator to assist with the commissioning process and to help ensure the best possible outcome. A curator provides a range of services for the development and delivery of artwork and can be critical to the success of a public art project as they have specialist expertise. A curator for a public art project has specialised training and experience in visual arts and curatorial services, a sound understanding of contemporary arts practice and its practitioners, experience in managing public art projects and strong links within the arts industry.

To gain the most benefit from a curator's expertise, they should be engaged in the early stages of a project to assist in the detailed scoping of an art project. A curator's advice and recommendations can make a great difference in the integration of an art project, the quality of the final artwork, and value for money.

PUBLIC ART BUDGET

Establishing a budget for the provision of public art that is adequate for each stage of the project and can meet project objectives is an important part of planning an art project.

The budget needs to account for:

- The commissioning model costs (including public art curator fees)
- Artist(s) fees for concept design and then the full artist fee if the concept is commissioned
- Specialist fees (if required), design + drafting, and engineering certification for the detailed design and documentation phases
- Costs of fabrication and installation
- Materials, equipment hire and labour costs
- Drafting documentation and specifications
- Travel, transportation, and insurance costs
- Traffic management, licenses, supervision, and installation costs
- Workshop facilitation and community engagement fees
- Maintenance manual
- Lighting of the artwork
- Design and installation of an attribution plaque
- Contingency for unexpected costs

Integrated Works Budget

Where an artist is involved in integrating public art into the fabric of a building or functional elements such as street furniture, only the cost of the public art component (over and above the previously nominated material costs) will be funded from the public art budget.

RISK MANAGEMENT

Public art projects are unique in form, scale, materials, production or fabrication, and the artwork is placed in the public realm. There are no set standards, regulations or standard drawing templates specific to the design, fabrication or siting of artwork. Art in the public realm must be designed to be durable enough to withstand local conditions, and unsupervised public interaction. Compliance with Australian standards and regulations ensures that safety measures are 'built in' to the design and construction of public art.

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The risks in commissioning public art vary from project to project as designs are developed, and the artwork is fabricated and installed. It is essential that risk is managed from the early scoping and planning of a project, and through all stages of the project delivery.

Key factors that define the different types of risk include:

- Locations being considered,
- Materials and means of fabrication
- Structure, form, and scale of the artwork
- Life expectancy of the work
- Expected level of public interaction

Some artworks, such as functional or integrated artworks within seating or paving, or artworks installed within play areas or play equipment, are intended to withstand high levels of interaction, and encourage use. The design and maintenance of these artworks therefore needs to account for risks associated with regular use.

Council will provide a list of links to Australian Standards as reference material as well as design standards for artwork in the public realm to address visibility and positioning, design robustness, materials, public safety, structural and fabrication requirements, artwork lighting, installation, and maintenance. different standards will be relevant to each project.

LIFESPAN, MAINTENANCE AND DEACCESSIONING

Public art is subject to varied conditions including weather, ultraviolet exposure, pollution, and public interaction.

Public art should be designed and maintained to be suitable for its use and withstand the conditions of its location for the expected life of the artwork. The expected lifespan of an artwork is established in consultation with the artist during the concept design and design development phases and refers to the agreed duration for which the artwork is intended to be on public display. For a permanent artwork, the expected lifespan would be over 12 months. The expected lifespan will influence the design development in terms of siting, materials selection, structural design, and robustness and will be reviewed as the design develops and is finalised.

Maintenance

When commissioning an artwork, it is important to establish an appropriate review schedule at key points during the concept design and design development stages. Review points are critical to discuss with the artist the buildability of the concept, the proposed materials, material warranties and method(s) of installation. This will enable an understanding of the maintenance requirements over the expected lifespan of the artwork.

De-Accessioning

De-accessioning refers to the process by which an artwork is removed from public display and includes the documentation of its removal and de-registration as an asset. The obligation to the artist regarding the deaccessions of an artwork is addressed within the Public Art Commission Agreement.

Public artworks must be managed to account for damage, degradation, and potential theft and other circumstances, including but not exclusive to:

- The cost of repairing the artwork exceeds the original value of the artwork;

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- The artwork has been vandalised, or parts have been removed, to the extent that it is irreparable, or the reputation of the artist is at risk;
- The artwork has outlived its intended lifespan (particularly for temporary artworks under 5 years);
- Council decides that it is no longer expedient for the artwork to be displayed.

In any of these circumstances the moral rights of the artist must be respected under the Copyright Act 1968 and correct procedures followed with respect to the artists' reputation, attribution, and as the first copyright owner of the work. Artists must always be contacted prior to de-accessioning a work.

Where applicable the Team Leader Arts Engagement and Development will write a report notifying the council of the rationale behind the option to de-accession an artwork.

COMMUNITY ENGAGEMENT

If required, a community engagement strategy should be prepared for public art projects and provided to Council prior to undertaking any community engagement activities. This includes identification of the non-negotiable elements of a project and any aspects of the project the community might influence. The non-negotiable elements include budget, timeframes or schedules and scope, as well as any required compliance with standards and regulations in a public art project.

Levels of Engagement*Active Participation*

If a project aim is to fully engage the community, the 'community participatory' approach is followed, where an artist actively works with members of the community who participate in the fabrication of the artwork.

For example, the community would be 'informed' of the aspects of the project that are not negotiable such as safety compliance issues but 'actively' engaged in the collaborative process of developing and fabricating the artwork with the artist.

Consultation

If the project aim is to consult with the community, a 'community consultative' approach is required where an artist engages with members of the community to inform the development of the artwork. The level of community engagement in this type of project could range from 'inform' through to 'participatory'. However, the community's influence is limited to specific areas of the artwork development.

For example, the community may 'participate' in community art workshops and are informed of the development and progress of the artwork through a series of meetings or presentations. The artist may be inspired by or interpret the community's stories and values gleaned from the workshops into their final artwork.

Information

Where a project team wishes to consult with the community to inform them an art project, they would use an 'information and education' consultation strategy and an 'individual approach' where an individual artist is engaged to develop a concept and fabricate or oversee the production of the artwork. The level of engagement is for the community's information.

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For example, Council may activate an online conversations portal to inform the community about an upcoming artwork commission and the selection process for that commission.

ARTIST ENGAGEMENT

To engage an artist to develop a concept design, progress a design or document a design, fabricate and install a final artwork; a public art commission agreement is required.

Phase 1: Concept Design – Artist responds to the Artist brief

Phase 2: Design Development + Documentation – Public art commission agreement required

Phase 3: Fabrication & Installation - Public art commission agreement required

It is recommended to use the public art commission agreement template produced by the [Arts Law Centre of Australia](#). This is also endorsed and part of the code of practice developed by the peak body for visual arts in Australia – National Association for the Visual Arts (NAVA). The agreement template has been written by lawyers and reflects best practice in public artist contracting. It covers phases 2 and 3 and can be used as a template.

The public art commission agreement outlines the terms and conditions of the agreement including the term, the artist services, artwork description and documentation, approved design proposal, payments, intellectual property, confidentiality, termination, insurance, and dispute resolution.

Phase 1: Concept Design

The artist's proposal is outlined in a concept design proposal and typically includes:

- Concept design options for one or more artwork opportunities
- Visual representations that articulate the artists intent (e.g., drawings, maquettes, 3D renders)
- A written statement outlining how the concept design proposal responds to the project brief and/ or artist brief
- The proposed execution of the artwork including materials, colours and finishes and fabrication
- Preliminary budget/cost assessment to complete the work including the structural/engineering feasibility of realising the artwork and a reasonable contingency for unexpected costs and cost increases
- Artwork lifespan and potential maintenance issues
- An assessment of siting the artwork in the public realm/designated site and any risk factors including the expected level of public interaction, safety considerations relating to the form, materiality, and scale of the artwork and the durability /life expectancy of the work

Phase 2: Design Development + Documentation

This phase is critical in terms of ensuring the artwork is viable. Any technical or 'build-ability' issues, prototyping and research, needs to be completed during design development before proceeding to documentation. The Arts Team must endorse the designs and see evidence that any technical issues have been resolved, prior to the designs being documented.

Subject to approval of the design, this phase enables the artist to further refine and develop the selected concept designs, resolve any technical issues, undertake any relevant testing, prototyping and provide the artwork documentation. This will result in the provision of a detailed design which may be submitted in a range of media.

Documentation will also include:

- Preliminary engineering approvals and advice
- Any testing or samples (if required)

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- Research on new materials (if required)
- A fully costed budget based on quotations (and in accordance with the available funds)
- Any associated works such as lighting and services investigation
- Draft fabrication/production and installation schedule
- Information on artwork lifespan and general maintenance requirements

A mid-point and final design development report should be provided to the Arts Team so they can review the progression of the selected concept design proposal. These reports should include all information required to produce or fabricate and install the artwork and may include some or all of the full shop drawings and specifications. It may also include:

- Visualisations such as scale maquettes
- Location and site plan showing orientation and set out
- Structural engineering design (Victorian) certification of artwork structure and footing
- Lighting design and plans
- Draft installation plan and Safe Work Method Statement (SWMS)
- List of materials including data sheets, compliance certifications and testing (where applicable)
- Summary of maintenance requirements
- Detailed budget breakdown of all costs

Phase 3: Fabrication and Installation

The fabrication (or production) of the artwork will include a number of review points that align with fee payments. The number of review points is subject to the method and materials used in the fabrication and any on-site testing and construction works. Reviews and inspections are carried out at key points in the fabrication process, pre-and post-installation of the artwork and footing installation. A final meeting should be held with all of the relevant stakeholders including the asset owner to approve the quality of the artwork and approve final payments.

Maintenance Manual

Prior to completion and installation of the artwork, the Artist must provide a manual containing comprehensive instructions for the operation and maintenance of the Artwork ("the Manual"). A draft of the manual will be submitted to Council prior to artwork installation. Any alterations required to the manual shall be made and resubmitted prior to practical completion.

The manual typically includes:

- Artist contact details and description of artwork
- List of major sub-contractors with contact details
- Description of the materials used and any installed services or lighting equipment and their mode of operation
- With respect to lighting equipment, operating procedures and suppliers' contact details an inspection, testing and maintenance program detailing the routine required to maintain the artwork throughout its intended lifespan
- As installed drawings for the artwork and all related equipment and services
- Engineering certification (if applicable)
- Any other information that helps identify/locate the assets that have been installed

Complex Public Artworks

Commissioning expensive, uniquely crafted public art must be accompanied by a commitment to its long-term presentation. Even basic maintenance such as a once-a-year comprehensive cleaning, can ensure that public artworks always look their best and do not begin to degenerate.

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Moreover, if an artwork is at human scale and in a busy public space, the need to clean and check for incidents of vandalism or inadvertent damage becomes even more important.

Before commissioning more complex works with innovative kinetic, sonic or lighting components, it is important to carefully consider the ongoing maintenance implications. This may involve a 'check-up' every three to four months and programming certain annual checks into the overall and recurrent building maintenance or outdoor maintenance plan.

The maintenance manual keeps on record a clear maintenance regime which includes a description of all components and materials in addition to the artist's recommendations as to cleaning and conservation. All new artwork is registered and recorded within Council's public art database.

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At 11 am, Susie Prestney and Emma White left the meeting.

Aaron Biscan entered the meeting at 11.44am and confirmed he had no General Conflict or Material Conflict in respect of any of the matters he is presenting to the Panel.

6.2 COMMUNITY GROUP CAPITAL WORKS CONTRIBUTION POLICY

Responsible Officer: Troy Scoble - A/General Manager Community Services

Document Author: Aaron Biscan - A/Manager Recreation and Young Communities

Date Prepared: 21 April 2022

Recommendation:

That the Policy Review Panel recommend Council rescind the Community Group Capital Works Contribution Policy.

Motion

Crs Majdlik/Shannon.

That the Policy Review Panel recommend Council rescind the Community Group Capital Works Contribution Policy.

CARRIED

1. Background

1.1 The Policy

The Community Group Capital Works Contribution Policy attached as **Appendix 1** to this report provides guidance to manage the community contributions of tenant groups and affiliated organisations toward improvement of Council owned facilities and open space assets.

The current Policy expired in November 2015, has a number of items listed no longer relevant and as such required review.

2.3 Policy Review

A review of the current Policy has been completed by Officers. The review found that:

- The purpose of the policy requires updating to reflect the important role the policy should have in guiding and informing Council's investment in the development of sport and recreation facilities.
- The process for approving proposals for club or community driven funded projects requires updating to reflect required processes.

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- Appendix A (Core Provision Schedules) and Appendix B (Council Facilities Kiosk Canteen / Kitchen Specification) in the policy require updating to reflect current standards. These Standards should be based on the requirements outlined in Council's Community Infrastructure Plan and Sports Facility Demand Strategy. The Standards will help guide Council's investment in sport and recreation facilities by describing what Council will fund during the capital development of sport and recreation facilities and what should be funded by others.
- The Policy should be renamed to better describe the overall purpose and scope of the policy.
- Significant changes to the overall structure and content of the Policy are required to ensure it is easier to understand and implement.

Due to the volume of changes required it is recommended that the current Policy be rescinded and that a new Policy be developed with engagement undertaken with community, Council's Recreation and Leisure Advisory Committee and Council.

1.2 Sources/benchmarking

Benchmarking other similar Local Government policies relating to the capital development of sport and recreation facilities has also been referenced to inform the review and development of the new policy.

1.3 Consultation

Recreation officers receive regular requests from community sporting clubs to undertake capital improvements to the facilities they utilise. Officers have been consulted about the process undertaken, current standards and compliance requirements and about amendments required to the policy based on those requests.

Officers involved in the development of business cases and delivery of capital projects have also been consulted about amendments required to the policy.

1.4 Communication and Implementation

Subject to endorsement by the Policy Review Panel and Council, the current Policy will be rescinded, and work will continue with the development of the new policy. The Recreation and Leisure Advisory Committee will be engaged in the development of a new policy along with community and Council at a Council briefing.

1.5 Compliance

In the past, some clubs have undertaken in-kind works on Council facilities without Council authorisation and supervision. As the owner of these facilities, Council has obligations under the Occupational Health and Safety Act 2004 to ensure the health and safety of people so far as reasonably practicable.

It is important when Council supports community driven projects to be undertaken, clear guidelines, roles and responsibilities are understood to ensure best outcomes.

Council's Recreation, Capital and Operations business units will support community sporting clubs when approval is provided for in kind or community works to occur on Council facilities. These processes will be updated and committed into the new policy.

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1.6 Measures of Success

Once developed the new policy will help Council determine what it is prepared to fund and what facilities should be funded by other stakeholders. This will help inform forward budget planning and manage expectations of sporting clubs and associations. This will help deliver capital projects in a more efficient and effective manner.

LIST OF APPENDICES

1. Community Group Capital Works Contribution Policy

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Item 6.2 Community Group Capital Works Contribution Policy

Appendix 1 Community Group Capital Works Contribution Policy

	Community Group Capital Works Contribution Policy
Version No.	2.0 6 September 2012
Endorsement	Policy Review Panel 30 August 2012
Authorisation	Council 6 September 2012
Expiry date:	9 November 2015
Responsible officer:	Manager Leisure and Facilities
Policy owner	Recreation Coordinator

1. Purpose

To guide and manage the community contributions of tenant groups and affiliated organisations toward improvement of Council owned facilities and open space assets.

2. Scope

This policy applies to any community group or organisation wanting to propose a capital works project at a Council owned facility or open space asset, regardless of Council's contribution to the project.

This policy will be used to direct the planning of future capital projects involving construction of community multipurpose facilities, sporting buildings, associated open space and playing areas.

3. Definitions

Word/Term	Definition
Council	Melton Shire Council
Community Group or Organisation	not-for-profit, formally incorporated groups or associations who provide the community and its members with opportunities to engage in local community, cultural, leisure and educational activities.
Community Assets	assets that are managed on behalf of the community by Council.
Open Space	outdoor areas containing community, sporting or passive recreational space owned and managed for community purposes by Council.
Sports Ground	formally constructed playing arenas provided primarily for the purpose of conducting community sport.
Tenant	a community group or organisation who occupies or has seasonal use of a community asset, open space or sports ground.
Core Provision	the minimum or base standard of building, fitting or equipment that Council deems required to encourage multipurpose use.
Community Funded	capital works proposals where the full cost of the project is borne by a tenant community group or organisation.
Council Funded	capital works proposals where Council is required to provide financial contribution in whole or in part, either by direct funding or application of internal or external grants.
Third Parties	State & National Sporting Associations, Local Leagues & Associations

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Appendix 1 Community Group Capital Works Contribution Policy

4. Policy**4.1 Background**

Council makes a significant contribution to the management, maintenance and capital improvement of community facilities. Community organisations regularly lobby Council to fund and undertake minor capital works to cater for their operational needs, which can be of a lower priority against alternative competing priorities being considered in the development of Councils budget

This policy provides opportunity for community organisations to undertake, in partnership with Council, upgrades and improvements to the standard of facilities provided by Council for community use.

4.2 Objectives

- Develop functional facilities which encourage greater participation in activities that improve individual and community health and wellbeing.
- Establish an understanding of Councils core provision for buildings, fittings and equipment.
- Provide a clear and transparent process to ensure equitable opportunity to contribute to facility improvements exists.
- Provide a structure which ensures that all capital works comply with relevant laws, Council's strategic direction, statutory and building requirements;
- Minimise Council's exposure to risk as a result of tenant groups undertaking works without Council authorisation and supervision.

4.3 Key Principles

- This policy should be viewed within the context of the directions and values detailed in the Council plan.
- Council will offer all community groups and organisations the opportunity to achieve minor capital initiatives.
- Capital initiatives proposed by community organisations will be evaluated in line with criteria derived from the policy objectives and principles.
- Requests for Council to approve Club Funded Projects must demonstrate that proposed facility development will provide benefit to membership by either; adding value to existing Council assets; increasing participation or assisting club operations.
- Projects that include a financial contribution by clubs may receive a higher priority than a project of a similar nature where there is no contribution by the club.
- Requests for Council to approve Council Funded Projects must demonstrate that proposed facility development will meet Council's objectives of providing wider community benefit via increased opportunities for participation or multi-purpose use.
- This policy is based on a process that will facilitate on-going communication between clubs and Council Officers.

4.4 Requests

- Requests for capital improvements or new construction projects must address an identifiable need and be consistent with Council Policies, directions and values detailed in the Council Plan.

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- The acceptance of a community funding contribution toward capital development, improvement or redevelopment of any facility will not imply ownership, exclusive use or control of the facility by the community group.
- Council, unless otherwise stated via a formal partnership agreement, retains the sole responsibility to maintain all fixed assets located on Council land.

4.5 Minimum Standards

- For community recreation facilities occupied under seasonal tenancy or licence agreements, Council will be fully responsible for providing and maintaining the basic components (core provisions) required to facilitate active participation.
- Projects must demonstrate that proposed facility development will meet Council's objectives of providing wider community benefit via increased opportunities for participation or multi-purpose use.
- Council's core provisions (outlined in Appendix A) will be re-evaluated in line with the review of this policy.

4.6 Planning

- Council will strategically plan the development of community facilities to ensure that open space is not overdeveloped, duplication is minimised and resources are used effectively and equitably on behalf of ratepayers.
- Improvements will be considered in line with existing master plans, Leisure / Open Space Strategies and objectives outlined in the Council plan.
- Council will review implementation of its core provision annually in line budgetary processes.
- Council will aspire to have all grounds meet minimum standards.

4.7 Management

- All projects will be managed to comply with the law, statutory or other regulations relating to the construction or improvement of commercial buildings.
- All Projects will be overseen via a Council appointed Project Supervisor.

4.8 Contributions

- Community organisations will be required to contribute financially toward all improvements not considered to be part of Council's core provision.
- Where community organisations are partially or fully funding projects, they must contribute financially prior to project commencement.
- Where a Club nominated contractor is approved by Council, the Club will be responsible for any budget overrun. Should the initial budget be exceeded, works will cease until required funding is supplied to Council.
- Council may allow community contributions to be paid in instalments where proposed projects benefit the wider community. This will require that applicants enter into a community partnership agreement with Council.
- External sponsorship or donations from sources, other than Council, gained by the tenant will be deemed as part of the tenant's community contribution to the project.

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- Where Council has provided funding by way of a grant or obtained external grant funding, such funding will be deemed part of Council's financial contribution to the project.
- Generally, Council will not accept in-kind contributions (volunteer labour or donated goods or services) as an alternative to a full cash contribution to capital projects, as in-kind contributions have the potential to expose Council to some degree of risk due to the changing nature of volunteers and problems that can arise with the quality of in kind contributions of goods or services.
- Council will accept in-kind services in circumstances where projects have qualified to receive funding from external sources that allow them. In such instances, proposed in-kind contributions will only be accepted from suitably qualified contractors or suppliers approved by Council. Prior to approval, Council officers must be satisfied that an appropriate degree of guarantee is afforded Council with regard to quality of workmanship and materials.

4.9 What will not be co-funded

Council will not contribute financially to:

- Purchase of land.
- Works in or on facilities and open space that are not owned, managed or leased by Council.
- Projects proposed by organisations that cannot demonstrate sound financial planning, or have outstanding financial debt with Council.
- Projects that do not have the support of co-tenants at the facility.
- Projects proposed by organisations who are not a tenant of Council or who do not have an affiliation with a tenant of Council.
- Organisations that have exclusive membership conditions, or groups occupying facilities under lease where the facilities are not managed by Council for community multipurpose use.
- Projects that have commenced prior to receiving funding approval.
- Routine, cyclical or any type of maintenance works, operating or equipment costs.
- Purchase of fixed equipment that does not add value to existing Council assets, assist to increase participation or assist club operations.
- Projects that require ongoing or recurrent funding.
- Project components that facilitate the service of alcohol or gambling of any kind.
- Components that are deemed exclusive or that provide minimal opportunity for broad community use.
- Improvements that are for club activities exclusively (no wider community access) such as gymnasium, offices, meeting rooms, semi commercial kitchen facilities, i.e. facilities above core provision.
- Sporting Field fixed assets deemed to be optional, where the components are for the exclusive use of a sporting club or classified as non-essential for the level of competition being played.

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4.10 What will require third party funding

Council will consider the following when external funding is available;

- Components required by peak bodies of various codes to support higher, premier league, regional or state level competitions where there is financial contribution by peak bodies, clubs or organisations involved in such competitions.
- The provision of larger multi-purpose/social space, where it strategically supports and maximises identified community strengthening and networking opportunities.
- The provision of fixed storage systems (i.e. fixed shelving, hooks) within designated storage areas of facilities.

4.11 Funding Criteria

Council Funded Projects will be assessed against their demonstrated ability to meet the following criteria:

Mandatory Requirements

The extent to which the project:

- Complies with relevant statutory requirements
- Improves the sustainability of the facility within the environment.
- Addresses all aspects of safety and risk management to ensure community well being.

Community Benefits

The extent to which the project:

- Responds to identified community need based on broad consultation and support.
- Is supported by co tenants.
- Improves the capacity for clubs to deliver programs and services to the community.
- Improves the quality of community facilities, benefits and encourages volunteers.
- Improves access to those people or groups traditionally disadvantaged e.g. people with disabilities, young people, older adults, and women's groups
- Maximises the use or provides opportunity for shared use with other groups

Strategic Benefits

The extent to which the project:

- Supports the Council Plan, Recreation Strategies or Reserve Master Plans.
- Has minimum impact on the amenity of surrounding areas.
- Likelihood of the project attracting external funding.
- Proposed financial contribution by the community organisation to the project.

4.12 Project Approval

Council will employ a transparent application and approval process to facilitate on-going communication between clubs and Council Officers.

Council may elect not to maintain equipment or fixtures outside of core provision or deemed to have little or no community benefit. Where this is the case an addendum will be added to the appropriate tenancy or licence agreement.

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5. Responsibility**5.1 Leisure Services Officers**

- Initial liaison with tenants,
- Distribution of policy and application pack
- Assessment of applications
- Approval
- Review of policy, process & forms.

5.2 Parks Coordinator / Building Coordinator, Community Infrastructure.

- Review of plans in line with building code and disability discrimination act requirements.
- Provision of project recommendations.
- Assessment of contractors.
- Appointment of Project Supervisor.
- Liaison via Leisure Services

6. References and links to other documents

- Capital Works Contribution Procedure
- Building Code of Australia (BCA)
- Disability Discrimination Act (DDA)
- Council Plan
- Recreation Strategies
- Access & Inclusion Strategy
- Reserve Masterplans

7. Appendices

- Appendix A: Core Provision Schedules
- Appendix B: Council Facilities Kiosk Canteen/Kitchen Specification

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APPENDIX A: Core Provision Schedules

The following tables define in detail those components considered to be the core responsibility of Council; the 'core provision' or minimum required standard. Council will require tenant organisations to contribute toward all components identified as 'above standard' or not considered essential in line with Council's management of community facilities.

Organisations wishing to increase the area of specific components beyond the schedules (specified in the following tables) will be required to contribute 100% of funding toward such improvements.

Any queries regarding equipment of field of play standards should be referred to Leisure Services.

Table 1: Standard Sporting Pavilion Components and Contribution Schedules Range

COMPONENT	SIZE (RANGE)	COUNCIL CONTRIBUTION	CLUB CONTRIBUTION
CHANGE ROOMS <ul style="list-style-type: none"> Home Team (max 2) Away Team (max 2) 	23 m ² - 45m ² 23m ² - 45m ²	100%	N/A
AMENITIES (showers/toilets) <ul style="list-style-type: none"> Home Team Away Team 	12m ² - 18m ² 12m ² - 18m ²	100%	N/A
UMPIRES ROOM/UNISEX	10m ²	100%	N/A
PUBLIC TOILETS Internal <ul style="list-style-type: none"> Male Female Disabled/Unisex/Baby Change External <ul style="list-style-type: none"> Unisex Public toilets 	Number & Size of amenity relevant to the building size & applicable to Building Code of Australia.	100%	N/A
FIRST AID/MEDICAL ROOM	10m ²	100%	N/A
MULTI PURPOSE/SOCIAL ROOM Council will fund up to 75m ² in total. The 75m ² includes any existing multipurpose space in facility redevelopments	75m ²	100%	N/A
STORAGE <ul style="list-style-type: none"> Tenant Clubs / Groups Cleaner 	12m ² for each tenant 2m ²	100%	N/A
KIOSK/KITCHEN (Level 1 or 2)*	Preparation & warming of pre-packaged food & drink	100%	N/A
RUBBISH STORAGE AREA	5m ²	100%	N/A
TIMEKEEPER/SCORER	4m ²	100%	N/A
SPECTATOR COVER/VERANDAH	30m ²	100%	N/A

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Table 2: Non-Standard Sporting Pavilion Components and Contribution Schedules

COMPONENT	INDICATIVE SIZE	COUNCIL CONTRIBUTION	CLUB CONTRIBUTION
CANTEEN above domestic specification, SEPARATE ADDITIONAL KITCHEN or SERVERY (includes, high grade appliances / ventilation, drainage etc as required under Food Act for cooking of food (Level 3 or 4 Kitchen)*	Size relevant to the building size & applicable to Building Code of Australia and Council Health Services requirements	N/A	100%
BAR / SERVERY*	15m2	N/A	100%
MEETING ROOM*	12m2	N/A	100%
OFFICE*	8m2	N/A	100%
GYMNASIUM	20m2	N/A	100%
EQUIPMENT STORAGE SHED or ROOM	12m2	100%	N/A
EXTENDED MULTI PURPOSE / SOCIAL ROOM*	Over 75m2	N/A	100%
ADDITIONAL STORAGE		N/A	100%

* where components have broader community use (non tenant casual hire, Council run programs, high membership levels) and an organisation can demonstrate evidence to support this broad use Council should consider a funding contribution on a case by case basis relating to kitchen, kiosk, bar / servery upgrades.

Provision of Secondary Pavilions

Where one pavilion is unable to meet the capacity of teams using multiple fields, core provision may include the development of a second smaller satellite pavilion or where possible additional change space adjoining the main pavilion. The second pavilion should include home and away change room and required amenity areas only.

Table 3: Change Room Components to Support Multiple Sporting Fields

COMPONENT	SIZE	COUNCIL CONTRIBUTION	CLUB CONTRIBUTION
CHANGE ROOM/AMENITIES <ul style="list-style-type: none"> Home Away 	23m2 23m2	100%	N/A
AMENITIES (showers/toilets) <ul style="list-style-type: none"> Home Team Away Team 	12m2 12m2	100%	N/A

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PUBLIC TOILETS External • Unisex Public Toilets	Number & Size of amenity relevant to the building size & applicable to Building Code of Australia.	100%	N/A
TIMEKEEPER/SCORER	4m2	100%	N/A

Provision of Sports Field Infrastructure

Council's "Core Provision" will include the core elements required to support competition at local level as determined by peak bodies of various sporting codes and are outlined in the table below. Sporting field irrigation and drainage will also be fully funded by Council.

To develop a higher standard / quality of sports field infrastructure (i.e. above core provision) such as electronic scoreboards, coaches box or competition standard ground lighting, a community contribution will be required from the club, group or organisation.

Table 4: Sports Field Infrastructure

COMPONENT	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Goal posts (in line with SSO specifications) Replacement	100% 100%	N/A
Installation of Concrete / Synthetic Cricket Wicket. Replacement of Synthetic	100% 100%	N/A
• Higher grade, upgrade of synthetic cricket wicket	N/A	100%
• Turf Cricket Wicket – Construction of Five Wicket Table (including irrigation upgrades)	70%	30%
• Turf Cricket Wicket – Maintenance, Equipment and Storage	N/A	100%
• Goal Post Protective Padding	N/A	100%

MINUTES OF THE POLICY REVIEW PANEL

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Item 6.2 Community Group Capital Works Contribution Policy

Appendix 1 Community Group Capital Works Contribution Policy

Sports Ground Lighting (Field) <ul style="list-style-type: none"> • Training • Competition 	100% N/A	N/A Cost difference between training & competition level at the time of initial installation (100% at all other times)
Sports Ground Lighting (Court) <ul style="list-style-type: none"> • One Court • Additional 	100% 30%	N/A 70%
<ul style="list-style-type: none"> • Boundary Fencing (where essential) 	100%	N/A
<ul style="list-style-type: none"> • Baseball / Softball surface 	100%	N/A
<ul style="list-style-type: none"> • Coaches Box • Players Bench 	N/A 100%	100% N/A
<ul style="list-style-type: none"> • Scoreboard (Core Standard) <ul style="list-style-type: none"> • Timekeepers (pavilion where practical) • Above Standard 	100% 100% N/A	N/A N/A Cost difference between core & higher standard at the time of initial installation (100% at all other times)
<ul style="list-style-type: none"> • Cricket Practice Nets (Turf) 	Nil	100%
<ul style="list-style-type: none"> • Cricket Practice Nets (two per field; pitch, fencing & run ups) • Synthetic cover • Above Standard 	100% 100% N/A	N/A N/A Cost difference between core & higher standard at the time of initial installation (100% at all other times)
<ul style="list-style-type: none"> • Spectator Shelter (separate from pavilion, at Council Standard) 	100%	N/A
<ul style="list-style-type: none"> • Spectator Seating 	N/A	100%

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Appendix 1 Community Group Capital Works Contribution Policy

<ul style="list-style-type: none"> Basketball / Netball/Tennis Courts (fit for local community use) 	100%	N/A
<ul style="list-style-type: none"> Above standard playing surface (fit for state and national level competition) 	N/A	Cost difference between core & higher standard at the time of initial installation (100% at all other times)
<ul style="list-style-type: none"> Bowling Green (fit for local community use) 	100%	N/A
<ul style="list-style-type: none"> Above Standard (fit for state and national level competition) 	N/A	Cost difference between core & higher standard at the time of initial installation (100% at all other times)
<ul style="list-style-type: none"> Equestrian Grounds Fixed Jumps 	100% N/A	N/A 100%
Athletics Track & Field (fit for local community use) <ul style="list-style-type: none"> Above Standard (fit for state and national level competition) 	100% N/A	N/A Cost difference between core & higher standard at the time of initial installation (100% at all other times)

Provision of Furniture, Fittings and Equipment

Council will require tenant organisations to contribute toward all components identified as above standard provision. All such items must comply with all Building Code of Australia requirements.

Table 5: Furniture, Fittings and Equipment

COMPONENT	SIZE	COUNCIL CONTRIBUTION	CLUB CONTRIBUTION
Plumbing fixtures and fittings for the provision of showers, toilets, sinks & hand driers.	Compliant with regulations	100%	
Fixed Seating (internal)	As recommended by Council	100%	
Emergency, Security & other light fittings	Compliant with regulations	100%	
Hooks in change rooms	As recommended by Council	100%	
Preparation surfaces, benches & cabinets	Compliant with regulations	100%	
Extractor fans *	Compliant with regulations		100%

Capital Works Contribution Policy

2.0 6 September 2012

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Item 6.2 Community Group Capital Works Contribution Policy

Appendix 1 Community Group Capital Works Contribution Policy

Non commercial oven *	Compliant with regulations		100%
Floor coverings, Tiling	Compliant with regulations	100%	
Rollers or screen doors where appropriate	As recommended by Council	100%	
Shelving within storage areas	As recommended by Council	100%	
Hot water service	As recommended by Council	100%	
Heating & Cooling	As recommended by Council	100%	
Instant hot water units in kiosk/kitchen	As recommended by Council	100%	
Baby change facilities	Compliant with regulations	100%	
Council's master key locking system	As recommended by Council	100%	
Essential services e.g. fire prevention & safety equipment	Compliant with regulations	100%	
Television, Computers, audio equipment*	As required by tenant		100%
Tables and Chairs*	As recommended by Council / As required by tenant		100%
Kitchen utensils, equipment*	As required by tenant		100%
Microwave*	As required by tenant		100%
Refrigeration*	As recommended by Council		100%
Dishwasher*	As recommended by Council		100%
Telephone and television connections and fittings*	As recommended by Council		100%
Alarms*	As recommended by Council	100%	
Items for exclusive use of tenant	As required by tenant		100%

*where components have broader community use (non tenant casual hire, Council run programs, high membership levels) and an organisation can demonstrate evidence to support this broad use Council should consider a funding contribution on a case by case basis relating to kitchen, kiosk, bar/servery upgrades.

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Appendix 1 Community Group Capital Works Contribution Policy

APPENDIX B: Council Facilities Kiosk Canteen/Kitchen Specification

Standard Kiosk Canteen/Kitchen Specification (Level 1 & 2)

Food Preparation Equipment Matrix

Level 1 & 2 of 4

Preparation Type Facility Type	Packaged Food (ready to eat) Example: <input type="checkbox"/> Packaged Chips <input type="checkbox"/> Confectionery <input type="checkbox"/> Drinks <input type="checkbox"/> Biscuits (Packages)	Heated Food (re heating only) Example: <input type="checkbox"/> Pies & Pasties (packaged preferred) <input type="checkbox"/> Steamed Dim Sims <input type="checkbox"/> Hot dogs (broiled/steamed)	Prepared Foods (heated & limited cooking) Example: <input type="checkbox"/> Sandwiches & Rolls (Hot & cold) <input type="checkbox"/> Hot Chips <input type="checkbox"/> Hamburgers <input type="checkbox"/> Sausages <input type="checkbox"/> Fried Foods	Cooked Food (meals) Example: <input type="checkbox"/> Banquets <input type="checkbox"/> Functions <input type="checkbox"/> Catered events <input type="checkbox"/> Sit down meals <input type="checkbox"/> Foods prepared from Raw ingredients <input type="checkbox"/> Pizza
Level 1 kitchenette facilities meeting spaces & club kiosk/canteen (bold items = core provision)	<input type="checkbox"/> Safe Food handling Signage including Registration Notices <input type="checkbox"/> Bench (smooth impervious surface) <input type="checkbox"/> Hands free basin soap & towel or electric Hand dryer <input type="checkbox"/> Single bowl sink <input type="checkbox"/> Waste container/bin <input type="checkbox"/> Cleaning schedule (clean before & after each use) <input type="checkbox"/> No perishable food storage (in excess of one day) including opened milk, juice etc. <input type="checkbox"/> Display drinks <input type="checkbox"/> All packaged food to have Best Before or use by date. <input type="checkbox"/> Nominated Food Handling Coordinator <input type="checkbox"/> Community Group registered with Council's Health Services <input type="checkbox"/> All electrical appliances tested and tagged. <input type="checkbox"/> Drinks Display Refrigerator <input type="checkbox"/> Adequate Pest Prevention / Control	<input type="checkbox"/> BWU (tea & coffee)	<input type="checkbox"/> Outdoor grille / BBQ	<input type="checkbox"/> Not allowed
Level 2	<input type="checkbox"/> As above	<input type="checkbox"/> Double Bowl Sink or 2	<input type="checkbox"/> Outdoor grille /	<input type="checkbox"/> Not allowed

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Item 6.2 Community Group Capital Works Contribution Policy

Appendix 1 Community Group Capital Works Contribution Policy

<p>Council Base Standard Community Use Kitchen Sporting & Community Centres</p> <p>(bold items = core provision)</p>		<p>stage wash (dishwasher)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Storage <input type="checkbox"/> BWU <input type="checkbox"/> Food probe (digital) <input type="checkbox"/> Cash handling procedures <input type="checkbox"/> Pie Warmer <input type="checkbox"/> Microwave <input type="checkbox"/> Steamer Unit (Dim Sims) <input type="checkbox"/> Domestic stove (electric) <input type="checkbox"/> Domestic Rangehood (for all appliances less than 5Kw <input type="checkbox"/> Storage of food from Approved Suppliers in accordance with Council approved Food Management Plan <input type="checkbox"/> Approved Domestic Refrigeration / freezer with thermometer (limited to 450 litres) <input type="checkbox"/> Nominated Food Safety Supervisor <input type="checkbox"/> Approved Food Safety program 	BBQ	
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Note : Level 2: Council may supply refrigeration for shared community use (limited to 450 litres all fridge / no freezer)

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Item 6.2 Community Group Capital Works Contribution Policy

Appendix 1 Community Group Capital Works Contribution Policy

Non Standard Kiosk Canteen/Kitchen Specification (Level 3 & 4)

above core standard 100% tenant contribution required

**Food Preparation Equipment Matrix
Level 3 & 4 of 4**

Level 3 (non standard) fundraising kitchen	<input type="checkbox"/> As above	<input type="checkbox"/> As above	<input type="checkbox"/> Deep Fryer (bench top unit- limited capacity) <input type="checkbox"/> Commercial Range Hood (appliances with capacity above 5 Kw) <input type="checkbox"/> Bain-marie <input type="checkbox"/> Approved Domestic Refrigeration / freezer with thermometer (limited to 900 litres) <input type="checkbox"/> Outdoor grille / BBQ (option)	<input type="checkbox"/> Not allowed
Level 4 Commercial Kitchen Council Standard Child / Aged Care provided meals Civic Reception Venues	<input type="checkbox"/> As above	<input type="checkbox"/> As above	<input type="checkbox"/> As above	<input type="checkbox"/> Commercial quality Kitchen <input type="checkbox"/> Stainless steel benches <input type="checkbox"/> Commercial grade appliances <input type="checkbox"/> Multiple stage Dishwashing <input type="checkbox"/> Ventilation systems <input type="checkbox"/> Hot plate/grille <input type="checkbox"/> Gas fired Burner/s <input type="checkbox"/> Cool room / Freezer <input type="checkbox"/> Beer on tap (approved bar facilities)

Note: at Level 3 & 4 – Community tenants will be required to fully fund all components listed.

MINUTES OF THE POLICY REVIEW PANEL8 NOVEMBER 2022

At 11.44 am, Aaron Biscan left the meeting.

Sean McManus and Mark Domma entered the meeting at 11.45am and confirmed they had no General Conflict or Material Conflict in respect of any of the matters they are presenting to the Panel.

6.3 PUBLIC ACCESS INTERNET COMPUTER STANDARDISATION POLICY

Responsible Officer: Sean McManus - Acting Executive Manager Corporate Strategy and Investment

Document Author: Pamela Warwick - Digital Citizen Experience Coordinator

Date Prepared: 26 October 2022

Recommendation:

That the Policy Review Panel recommend Council rescind the Public Access Internet Computer Policy.

Motion

Crs Majdlik/Shannon.

That the Policy Review Panel recommend Council rescind the Public Access Internet Computer Policy.

CARRIED

1. Background

1.1 The Policy

Council provides public access to computers with internet connection at its libraries and community facilities. The Public Access Internet Computer Standardisation Policy attached as **Appendix 1** sets the computer configuration standards to provide the public with reliable public access computers so that patrons have a good experience using the service.

The Public Internet Computer Standardisation Policy guided the respective Council service areas that managed the renewal of public access computers within their facilities.

When the Public Access Internet Computer Standardisation Policy was created, the respective Council departments providing public access computers were responsible for the procurement and implementation of the public access computers. However, the procurement and implementation of public access computers have since transitioned to be centrally managed by the IT department to ensure consistent performance.

The public access computers are now renewed according to the same methods used in the renewal of its corporate computer fleet. Therefore, the Public Access Internet Computer Standardisation Policy no longer serves its intended purpose.

A recommendation to rescind the Public Access Internet Computer Standardisation Policy was endorsed by Executive on 10 October 2022.

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1.2 Sources/benchmarking

Not applicable.

1.3 Consultation

The management of public access computers in alignment with the Council corporate fleet devices has been endorsed by Councils CEO and Executive team.

1.4 Communication and Implementation

Subject to endorsement by the Policy Review Panel, the Public Access Internet Computer Policy will be rescinded, and public access computers will be managed according to the same methods used for Council's corporate computer fleet.

1.5 Compliance

Historically, public access computers managed under the Public Access Internet Policy resulted in outdated and unsupported computer devices being used in library and community facilities. This introduces security risks due to outdated systems and ransomware, as devices don't receive updates such as important security patches, as well as performance issues due to older equipment experiencing much higher failure rates and poorer power utilisation efficiency.

1.6 Measures of Success

Alignment of the public access computers will result in

- Centralised device financial management.
- Improved renewal, recovery, and inventory of assets.
- Improved equipment repair, warranty, testing and quality assurance.

LIST OF APPENDICES


1. Public Access Internet Computer Standardisation Policy

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Item 6.3 Public Access Internet Computer Standardisation Policy

Appendix 1 Public Access Internet Computer Standardisation Policy

	Public Access Internet Computer Standardisation Policy
Version No	1.0 August 2014
Endorsement	Executive, 17 April 2014 Policy Review Panel 30 September 2014
Authorisation	Council 21 October 2014
Review date	21 October 2018
Responsible officer	Customer Engagement Manager
Policy owner	Customer Engagement Manager

1. Purpose

To establish minimum requirement standards for public access computers allowing internet access.

2. Scope

This policy applies to all council staff and contractors who have any responsibility for the provision or support of public access computers allowing internet access, including associated services.

3. Definitions

Term	Definition and Description
Authentication Method	Method used for authenticating and validating users to allow them to access computers.
Council	Melton City Council.
Member	A person who joins council facilities as a user.
Public Access Internet Computer	A computer that is provided and supported by Council at a Council facility that members of the public can use for accessing the internet.
Temporary User	A user who requires a one-time or temporary use of a public access internet computer.

4. Policy Statement

Melton City Council has established minimum requirement standards for public access computers allowing internet access in order to mitigate security, privacy and performance risks.

4.1 Operating System and Software

Public internet computers must have a licensed and supported version of Microsoft Windows or alternative operating system as appropriate.

Installed software, applications and internet browsers must be licensed where required, and supported by the vendor.

Security patches for all software must be updated on a regular basis.

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Item 6.3 Public Access Internet Computer Standardisation Policy

Appendix 1 Public Access Internet Computer Standardisation Policy

4.2 Antivirus

Public internet computer must have a licensed and supported version of antivirus software installed.

Security patches and virus definitions must be updated on a regular basis.

4.3 Hardware requirements

Computers must not be older than seven (7) years and must meet the minimum hardware and configuration recommendations for the installed operating system and software at the time of deployment.

4.4 System Restore

Public access internet computers must have a system restore capability that automatically restores the original computer configuration (including all software and data files) each time a user logs-off.

4.5 Authentication

All public access internet computers must be able to authenticate and validate users. For temporary users, a log, recording the session date and time, and user information must be maintained.

Logs must be retained in accordance with Council Records and Document Management Policy.

4.6 Administration accounts

Computers and wireless facilities must be protected from unauthorised access to administration functions using known and recorded administration accounts protected by complex passwords. This account and any additional accounts with administration privileges must be managed by authorised staff with the knowledge and capability to maintain the computers and wireless facilities.

4.7 Network Connections and Wireless

Public access internet computers must only be connected using public network data ports or public wireless network.

4.8 Browsing history

Public internet computers must be configured to keep historical browsing information and during the user session. This will be deleted automatically by the System Restore (Item 4.4).

5. Responsibility/Accountability

5.1	Customer Engagement Manager
	<ul style="list-style-type: none">The Policy owner is responsible for the maintenance, currency and promotion of this policy, ensuring organisational compliance.
5.2	Business Unit Managers and Coordinators
	<ul style="list-style-type: none">Business Unit Managers are responsible for ensuring staff comply with and implement this policy within their business unit.

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Item 6.3 Public Access Internet Computer Standardisation Policy

Appendix 1 Public Access Internet Computer Standardisation Policy

5.3	Technical Support Staff
	<ul style="list-style-type: none">Council staff and contractors who have any responsibility for the provision or support of public access internet computers and associated services must comply with this policy.

6. References and links to legislation and other documents

Name	Location
Public Internet Policy	Council Intranet \\mel-fps\public\Policies and Procedures Intranet\Policies and Procedures Home Page2.htm
Privacy Policy	
Records and Document Management Policy	

MINUTES OF THE POLICY REVIEW PANEL

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At 11.48 am, Sean McManus and Mark Domma left the meeting.

7. GENERAL BUSINESS

Nil.

8. NEXT MEETING

Thursday 8 December 2022 at 12pm.

9. CLOSE OF BUSINESS

The meeting closed at 11.49am.

Confirmed

Dated this

.....CHAIRPERSON

MELTON WEIR COMMITTEE

**15th November
2022 7:00pm-
8:30pm**

MS Teams Meeting**Minutes**

Attendees: Cr Lara Carli (Chair), Cr Julie Shannon, Cr Ashleigh Vandenberg, Cr Bob Turner, Marshall Kelaher, Adrian Cope, Georgina Borg, Nicole Vidac, Terry Wells, Simon Jolly, Robert Psaila, Steve Gale, Sarah Howard

Apologies Cr Goran Kesic, Cr Sophie Ramsey, Cr Moira Deeming, Cr Kathy Majdlik, Cr Steven Abboushi, Edward Smith, Darren Rudd, Trudy Martin, Daryl Akers, Troy Scoble, Stephanie Skinner

No.	Item	Responsible Officer
1.	Welcome (Acknowledgement of Country)	Mayor
2.	Apologies Cr Goran Kesic, Cr Sophie Ramsey, Cr Moira Deeming, Cr Kathy Majdlik, Cr Steven Abboushi, Edward Smith, Darren Rudd, Trudy Martin, Daryl Akers, Troy Scoble, Stephanie Skinner	Mayor
3.	Confirmation of Minutes Minutes of Meeting – 20 th September 2022 Moved/Seconded Cr Vandenberg/Terry Wells Declared carried by Cr Carli In 20 th September 2022 meeting, Cr Ramsay raised the query as to whether the meeting minutes are currently being council endorsed ACTION: Minutes will be endorsed by Council. Post meeting note: Minutes will be published at Ordinary Meetings of Council.	Mayor
4.	Land Use Masterplan Consultant Update and Project Plan -The consultant has been provided the original proposal for Arnolds Creek Development (which is from the Reservoir up to Brooklyn Rd), the PSP's for the surrounding areas, all the existing development plans & aerial imagery of the Reservoir. A site visit has also been performed to look at existing developments. -A draft community consultation flyer has been prepared & a workshop is to be undertaken with the committee to prepare for consultation ACTION: Adrian to discuss with Marshall and Darren as to whether the	Adrian Cope

	<p>workshop can be held as part of the next meeting or at a separate time to open the consultation earlier. Adrian to advise committee members by email.</p> <p>-We are looking at doing a face to face consultation at the Reservoir & will circulate a flyer to residents around the area and also promote on social media & the newspaper with a link to a survey on our Have Your Say page.</p> <p>-The members put forward ideas to setup face to face consultations at upcoming events – the Christmas Carols, Eynesbury Market, School Holiday Programs also Bacchus Marsh Grammar</p> <p>-Survey will be short and sharp, 10-15 questions</p> <p>-The committee suggested opening up the consultation before Christmas and it remain open for the Summer months</p> <p>-Councillors would be invited to face to face consultations. It will be the same practise as our recent park consultations.</p> <p>-A discussion occurred as to whether a site inspection is possible & that we may need to do this by boat.</p> <p>ACTION: Terry, Marshall and Adrian to establish how the inspection can occur and where to meet</p>	
5.	<p>Southern Rural Water Update Edward absent so an update will be included in next agenda.</p>	Edward Smith
6.	<p>Development Update Marshall shared a map of the active developments surrounding the Reservoir which includes Exford Waters, Toolern Waters & Scenic Botanica Estate.</p> <p>- The focus of the presentation was the parklands proposed or in development adjacent the reservoir.</p> <p>-The Exford Waters Estate section is still in the planning stage and needs to consider the relocation of a gas main as part of the development of the land adjacent the Reservoir.</p> <p>-The works being undertaken at Toolern Waters Estate was noted and the proposed works towards the railway viaduct were discussed. The plan is to include a shared path grading down from the Estate following the slope under the train line & around past Pistol Club and towards Clarkes Road. This will be an important connecting piece of infrastructure..</p>	Marshall Kelaheer
7.	<p>Aerial Imagery Adrian shared recent aerial imagery of The Reservoir and surrounding land</p> <p>-The drone footage will be edited to a shorter version and shared on social media as part of the community consultation process.</p>	Adrian Cope
8.	<p>General Business Nil</p>	Mayor

9.	Meeting times and dates Next meeting 7:00pm-8:30pm Wednesday 15 th February 2023 -Cr Carli closed the meeting by extending a thankyou on behalf of the councillors to members & officers for their involvement in the committee this year.	Mayor
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12.3 COUNCILLOR REPRESENTATION NOMINATIONS ON DELEGATED AND ADVISORY COMMITTEES AND OTHER BODIES 2022/2023

Author: Roslyn Wai - Chief Executive Officer
Presenter: Roslyn Wai - Chief Executive Officer

PURPOSE OF REPORT

To present Councillor representation nominations for Delegated and Advisory Committees of Council and other bodies for the approval of Council for the 2022 / 2023 year.

RECOMMENDATION:

That Council:

1. Accept and endorse the nominations of Councillors for representation on Delegated and Advisory Committees of Council and other bodies as set out in **Appendix 1**; and
2. Approve the removal or change to the status of committees as set out in **Appendix 1**.

Motion

Crs Ramsey/Abboushi.

That Council:

1. Accept and endorse the nominations of Councillors for representation on Delegated and Advisory Committees of Council and other bodies as set out in **Appendix 1**, with the following changes made:
 - a. Removal of councillor representation on the Municipal Emergency Management Planning Committee due to legislative change,
 - b. Appoint Cr Ramsey as the Councillor Representative and Cr Abboushi as reserve to the external committee, Road Safe Westgate; and
2. Approve the removal or change to the status of committees as set out in **Appendix 1**.

CARRIED

REPORT

1. Executive Summary

The appointment of Councillors as representatives on external bodies, delegated committees and advisory committees plays an integral part in Councillors exercising their representation and advocacy responsibilities on behalf of the community.

It is an established practice to annually review the Councillor representation on delegated committees, advisory committees, and external organisations. This process allows Councillors the opportunity to consider the committees and groups on which they are able to represent Council for the forthcoming year.

Appendix 1 contains the list of Councillors who nominated to represent Council on Committees and other external bodies at the Pre-Council Briefing meeting held on 5 December 2022.

2. Background/Issues

Representation on Council committees and on external organisations plays an essential role in policy development, advocacy, planning and provision of a wide range of services directly relevant to the community and provides a framework for Council to receive community feedback and external advice.

The *Local Government Act 2020* (the 2020 Act) provides for Delegated Committees (which include joint delegated committees). *Delegated Committees* of Council have delegated power from the Council as set out in an Instrument of Delegation. The Instrument outlines the extent and limitations of the Delegated Committee's powers and functions with these to be exercised in accordance with the guidelines or policies adopted by the Council.

Advisory Committees were previously defined in section 3(1) of the *Local Government Act 1989* (the 1989 Act). Advisory Committees are not defined in the 2020 Act however Council has the power to create such Committees pursuant to its general power set out in section 10 of the 2020 Act.

An Advisory Committee is a Committee established by Council to provide advice to it or its delegate. It considers issues and makes recommendations to the full Council. Advisory Committees have no delegated power and so their recommendations need to be adopted or endorsed by the full Council at a Council meeting before they can be implemented.

The role, composition, and operating arrangements for both Delegated and Advisory Committees are set out in their respective Terms of Reference.

The Municipal Emergency Management Planning Committee is formed under the *Emergency Management Act 2013*.

The Audit and Risk Committee is required by and established pursuant to section 53 of the 2020 Act. The Audit and Risk Committee is not a delegated committee. It provides advice to Council in accordance with sections 53 and 54 of the 2020 Act and the Audit and Risk Committee Charter adopted by Council on 12 September 2022.

Finally, there are organisations external to Council that also include representation of Council by Councillors or Council officers. Councillors and Council officers appointed to these groups/committees have a responsibility to report to Council. These reports can be in writing in the form of minutes of the meetings. Where there are no Council Officers present or minutes taken, items of significance from those meetings can be read into the minutes of the Council meeting via a short verbal report.

3. Council and Wellbeing Plan Reference and Policy Reference

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

6. A high performing organisation that demonstrates civic leadership and organisational excellence

6.3 An organisation that demonstrates excellence in civic leadership and governance.

4. Financial Considerations

Costs associated with Councillor representation on committees and external bodies are borne through normal budget estimates each financial year.

5. Consultation/Public Submissions

No public consultation is required.

6. Risk Analysis

Not Applicable.

7. Options

Council may adopt and endorse the list of Councillors whom nominated to represent Council on Committees and other external bodies for the 2022 / 2023 year or it may vary the representation of Councillors on Committees and external bodies.

LIST OF APPENDICES

1. Councillor Representation on Committees and other External Bodies 2022 / 2023

Councillor nominations**Delegated committees**

	Delegated Committee	Number of Councillors	Councillor Representative
1.	LeadWest	1 Councillor	Cr Ramsey (Cr Kesic-reserve)

Advisory committees

	Advisory Committees	Number of Councillors	Councillor Representative	Chair
2.	Audit and Risk Committee	2 Councillors	Cr Carli Cr Kesic	Independent Member
3.	Disability Advisory Committee	Up to 3 Councillors	Cr Carli Cr Majdlik Cr Ramsey (Cr Vandenberg-reserve)	Cr Carli
4.	Intercultural Advisory Committee	Up to 4 Councillors	Cr Shannon Cr Abboushi Cr Kesic Cr Turner	Cr Shannon
5.	Recreation and Leisure Advisory Committee	Up to 3 Councillors	Cr Turner Cr Abboushi Cr Vandenberg	Cr Turner
6.	Reconciliation Advisory Committee	Up to 2 Councillors	Cr Carli Cr Vandenberg	Cr Carli
7.	Youth Advisory Committee	Up to 4 Councillors (ex officio)	Cr Abboushi Cr Kesic Cr Turner Cr Vandenberg	Cr Abboushi
8.	Heritage Advisory Committee	Up to 2 Councillors	Cr Ramsey Cr Turner	Cr Ramsey
9.	Arts & Culture Advisory Committee	Up to 3 Councillors	Cr Vandenberg Cr Majdlik Cr Turner	Cr Vandenberg
10.	Safe City Advisory Committee	Up to 6 Councillors	Cr Carli Cr Shannon Cr Abboushi Cr Ramsey	Cr Carli
11.	Policy Review Panel	Up to 4 Councillors	Cr Carli Cr Shannon Cr Majdlik Cr Vandenberg	Cr Carli

For noting:

All Councillors can attend this Committee without 'nominating' to be on it. Councillors nominated will be marked as an Apology if not in attendance at meetings. All Councillors in attendance whether 'nominated' or not will be marked as 'In attendance' if they attend.

Advisory Committees		Number of Councillors	Council Representative	Chair
12.	Melton Weir Development Committee	Up to 9 Councillors	Cr Carli Cr Shannon Cr Ramsey Cr Turner Cr Vandenberg	Cr Carli
13.	Preventing Family Violence and Advisory Committee	Up to 9 Councillors	Cr Carli Cr Shannon Cr Ramsey	Cr Carli
14.	Community Achievement Awards Assessment Panel	All Councillors	All Councillors	Cr Carli

Other committees and external organisation representation

External committee		Number of Councillors	Councillor Representative
1.	Municipal Association of Victoria	1 Councillor	Cr Majdlik (Cr Carli-reserve)
2.	National Growth Areas Alliance (NGAA)	Up to 3 Councillors	Cr Carli Cr Kesic Cr Turner
3.	Victoria Local Governance Association	1 Councillor	Cr Majdlik
4.	Western Melbourne Tourism Board	1 Councillor	Cr Shannon
5.	Western Region Mayors Forum	Mayor	Cr Carli
6.	Metropolitan Transport Forum	Up to 3 Councillors	Cr Turner
7.	Melbourne Regional Landfill Community Reference Group	Up to 2 Councillors	Officer to represent
8.	Road Safe Westgate	Up to 1 Councillor	Cr Ramsey (Cr Abboushi-reserve)
9.	Western Highway Action Committee (WHAC)	1 Councillor	Cr Kesic

Committees to discontinue

The following committees are recommended to be removed with consideration of context provided.

Committee	Explanation
Community Learning Advisory Committee	Not operating as an advisory committee. Objectives in Council and Wellbeing Plan for community learning to be delivered through annual actions.
Early Years Partnerships Committee	Operational governance committee for the Best Start Early Years Funding agreement and is primarily networking, sector updates.
The Willows Historical Park Advisory Committee	Does not meet. Governed through Council operations.
Melton Indoor Recreation Centre	Council ceases management operation December 16, 2022.
Westwater / City of Melton Community Benefit Program	Program no longer exists. Ceased in 2021.
Military Commemoration Investment Advisory Committee (MCIAC)	Committee was formed in 2015 and does not formally meet. Events for Anzac Day, Remembrance Day and Vietnam Vets are organised by the RSL's and are supported Council.
Section 223 Submissions Advisory Committee	The representative contact should be changed to Chief Financial Officer due to changes in Local Government Act 2020.
Municipal Fire Emergency Management Planning Committee	Legislative changes mean Councillors no longer required to attend in any capacity.
Municipal Emergency Management Planning Committee	Legislative changes mean attendance as community representatives not as Councillor.
Metropolitan Waste Management Forum	Forum has ceased operations as of July 2022 and no longer requires Council representation.
Transport Community Reference Group	No longer needed as transport engagement is within Council's broader Advocacy.

12.4 COUNCIL AND WELLBEING PLAN 2021-2025 ANNUAL ACTION PLAN 2022/23 PROGRESS REPORT

Author: Bob Baker - Corporate Planning and Performance Coordinator
Presenter: Peter Leersen - Chief Financial Officer

PURPOSE OF REPORT

To provide the first quarter update on the progressive achievement of the Council and Wellbeing 2021-2025 Annual Action Plan 1st Quarter Progress Report for 2022/23.

RECOMMENDATION:

That Council receive and note the Council and Wellbeing Plan 2021-2025 Annual Action Plan 2022/23 1st Quarter Progress Report (1 July – 30 September 2022) as presented at **Appendix 1**.

Motion

Crs Majdlik/Shannon.

That Council receive and note the Council and Wellbeing Plan 2021-2025 Annual Action Plan 2022/23 1st Quarter Progress Report (1 July – 30 September 2022) as presented at **Appendix 1**.

CARRIED

REPORT

1. Executive Summary

The Melton City Council and Wellbeing Plan 2021-2025 is prepared in accordance with the *Local Government Act 2020*. The Plan will be reviewed on an annual basis to adapt to the evolving needs of our growing community.

Each year, Council produces an Annual Action Plan identifying the activities and initiatives that Council will work towards achieving, which respond to the strategic outcomes and strategies identified in the Council and Wellbeing Plan. This is aligned with the Council's annual budget development process.

The progressive achievement of the Annual Action Plan is reported at the conclusion of each quarter of the financial year, with a final summary provided at the conclusion of each financial year and through the production of Council's Annual Report.

Appendix 1 provides detail on activity for the first quarter (1 July - 30 September 2022), in the progressive achievement of the Annual Action Plan 2022/23.

2. Background/Issues

The Council and Wellbeing Plan is Council's primary vision and strategic planning document that establishes the direction Council has committed to for its term of office (4 years). The Council and Wellbeing Plan contains objectives, strategies and performance indicators.

Each year Council provides a range of services, activities and initiatives for the community. The key strategic activities and new initiatives are included in the development of an Annual Action Plan.

The 2022/23 Council and Wellbeing Annual Action Plan provides 59 actions that Council has committed to deliver. Council provides the community with quarterly progress reports that support Council's commitment in providing transparency, through public access to relevant information, decision making and strategic documents.

Appendix 1 provides a detailed summary on the status of each action in the Annual Action Plan 2022/23, inclusive of the period from 1 July - 30 September 2022. The areas with a stronger link to health and wellbeing are displayed with a heart icon ♥

The following table provides a summary of progress against actions.

Status	Description	Number of actions
Achieved	The Action is completed	1
On track	The action is on track and expected to be completed by the current timeline	58
Not on Track	The Action has been delayed impacting on the designated timeline. An explanation, any remedial action and revised due date, where appropriate, will be provided in the 'Year to Date Comments' column	0
Postponed	The Action has been deferred for the financial year. An explanation will be provided in the 'Year to Date Comments' column	0
Total		59

One action has been completed to the end of the first quarter:

- Development of a Pedestrian and Cycling Plan for the City

Upon Council receipt of this update, the Progress Report will be published on Council's website.

3. Council and Wellbeing Plan Reference and Policy Reference

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

6. A high performing organisation that demonstrates civic leadership and organisational excellence

6.3 An organisation that demonstrates excellence in civic leadership and governance.

4. Financial Considerations

Initiatives and activities delivered from the Annual Action Plan 2022/23 are contained within the Council approved 2022/23 Budget.

5. Consultation/Public Submissions

The Council and Wellbeing 2021-2025 planning process was undertaken in response to the deliberative engagement requirements of the *Local Government Act 2020*. The process involved extensive consultation with stakeholders including the community, Council staff, government agencies, community organisations and private industry.

Council also initiated a Community Panel to support the development of the Plan. This process resulted in the publication of the Melton City Council and Wellbeing Plan 2021-2025. The Annual Action Plan 2022/23 was prepared with internal consultation of Council staff and management.

6. Risk Analysis

Nil

7. Options

Nil

LIST OF APPENDICES

1. Council and Wellbeing Plan 2021-2025 Annual Action Plan 1st Quarter Progress Report 2022/23



Council and Wellbeing Plan 2021-2025 Annual Action Plan
Whole of Organisation
1 July 2022 to 30 June 2023

Council's Annual Action Plan demonstrates how Melton City Council's activities are being delivered against the Council and Wellbeing Plan's objectives and strategies.

The Annual Report provides additional data including Council Plan strategic measures results, financial statements and capital works program.

This report provides a detailed breakdown of all actions in Council's 2022/23 Annual Action Plan. The Action Plan contains 59 actions. There are 52 strategies without actions in the 22/23 financial year. Across the first two years of the Council and Wellbeing Plan 2021-2025, 4 strategies have not had an action deployed over them.

Health and wellbeing is embedded throughout the Council and Wellbeing Plan, cutting through each theme, outcome, objective, strategy and indicator. The areas with a stronger link to health and wellbeing are displayed with a heart icon ♥

Strategies highlighted in green are those determined by the Community Engagement Panel to be a priority for delivery across the four years of the Council and Wellbeing Plan

Completion dates for all actions are 30 June 2023 unless specified differently.

Status		Symbol	Number of Actions	% of Actions
Achieved	The Action has been achieved for the year.	✓	1	1.7%
On Track	The action is on track and expected to be completed by the designated timeline	●	58	98.3%
Not On Track	The Action has been delayed impacting on the designated timeline. An explanation, any remedial action and revised due date, where appropriate, will be provided in the 'Year to Date Comments' column	●	0	
Postponed	The Action has been deferred for the financial year. An explanation will be provided in the 'Year to Date Comments' column.	●	0	
	Total		59	100.0%

Theme 1: A safe City that is socially and culturally connected**Objective 1.1: A community that celebrates diversity and is inclusive of all ♥****Strategies:**

1.1.1 Drive initiatives that promote gender equity ♥

1.1.2 Contribute to a welcoming community which embraces diversity ♥

1.1.3 Contribute to reducing inequalities among people living with disability, seniors, diverse faith and cultural groups, Aboriginal and/or Torres Strait Islander communities and LGBTQIA+ people ♥

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
1	1.1.3	Deliver on the Growing and Thriving: A Strategy for All Abilities and All Ages	●	Document design is progressing with the 2nd version concept received. Work has commenced to provide an accessible version of the document via Council's website. Implementation plan actions are progressing well.		Community Care	Strategy & Compliance Officer
2	1.1.3	Development of the Changing Places facility Caroline Springs Leisure Centre	●	The development is currently at the 'schematic design' phase led by the Architect and Property Services		Community Care	Advocacy and Inclusion Officer
3	1.1.3	Develop the Affordable Housing Policy	●	Development of the Policy is ongoing between the City Design and Strategy Team and Community Services.		Community Care	Housing Services Coordinator
4	1.1.3	Delivery of externally funded programs to support health and wellbeing of the community	●	<p>"The following activities have been delivered:</p> <p>Families & Children The Preschool Field Officer (PSFO) program with 28 clients, ensuring the positive participation of kindergarten children, particularly those with additional and diverse needs. The Supported Playgroup Program with 98 families via thirteen groups and In Home Support program.</p> <p>Libraries & Arts In partnership with Victoria University, 'Your Career, Your Way,' a free, 9-week program to enable women to build skills awareness, networks, understanding of career and training opportunities,</p> <p>Community Planning The Free From Violence Project (funded by Dept Families Fairness and Housing) is underway to support Council in addressing gaps in existing work for the primary prevention of violence against women. The Empowering Communities Project (funded by Dept Justice and Community Safety) supports local organisations to deliver initiatives that address the underlying drivers of community safety. Phase 4 of the Local Partnership Grant Project - COVID recovery, provides vulnerable and isolated community members access to bi-cultural workers to assist with referrals and emergency food relief to those impacted.</p> <p>Recreation & Youth The Vic Health This Girl Can Campaign - Sports Club Incentive initiative was run in conjunction with the Health and Wellbeing team. Nine sports clubs received \$500 each for hosting female friendly 'Come and Try' days."</p>		All Community Services Departments	All Community Services Departments

Objective 1.2: A safe community where people feel proud to live ♥

Strategies:

1.2.1 Invest in initiatives that promote road and community safety ♥

1.2.2 Empower the community to strengthen civic pride, social cohesion and a sense of belonging ♥

1.2.3 Work in partnership with emergency services ♥

1.2.4 Enhance the City's reputation with the broader community

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
5	1.2.1	Deliver initiatives under the Safe City, Proud Communities Plan	●	All 20 actions are on track. Highlights have included activities delivered during Community Safety Month; supervising drivers program, digital literacy program, first aid courses and two Neighbour Connect Days. Ongoing support has been provided for programs such as Fit2Drive in schools and the Road Safety for New Arrivals Program. Three crime prevention environmental audits have taken place in areas of concern.		Community Planning	Manager Community Planning
6	1.2.2	Develop and improve the reach, impact and accessibility of Council's Community Grants Program to empower community action on local initiatives.	●	Council has revised grant guidelines and training materials to improve clarity of messaging to applicants. Officers have also attended community events, activities and advisory committee meetings to engage directly with community members to promote the program. The community grants newsletter and promotional digital or printed material have been updated to enhance promotion and increase community interest in grants. The team continue to offer their face-to-face support for applicants.		Community Planning	Manager Community Planning

Objective 1.3: Local neighbourhoods are socially and culturally connected ▼

Strategies:

1.3.1 Provide opportunities for arts participation and appreciation ▼

1.3.2 Promote opportunities for social connection ▼

1.3.3 Build community resilience through COVID recovery initiatives ▼

1.3.4 Support community programs delivered by local organisations and community groups ▼

1.3.5 Invest in festivals and celebrations in partnership with the community and local business ▼

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
7	1.3.2	Review Council's Major Event Program	●	The review of the Major Event Program is scheduled to commence in the third quarter of the financial year.	31/12/2023	Engagement & Advocacy	Coordinator Events
8	1.3.3	Address social isolation challenges for those who access programs, events, services, and facilities	●	<p>"The following activities were delivered:</p> <p>Families & Children The Access to Early Learning Program was completed with 16 families to promote participation in early learning.</p> <p>Libraries & Arts Libraries support community craft groups to meet, socialise and learn. Libraries hosted weekly in person and online English Conversation Clubs that are facilitated by community volunteers.</p> <p>Community Planning Council delivered 136 community learning and social connection programs across 15 locations in Term 3. A total of 4,286 residents engaged with these programs. The 2022 Melton Lifelong Learning Festival from 3 September - 10 September with over 1,000 community members attending 40 free events.</p> <p>The Local Partnership Program - a COVID recovery project, partnering with local agencies utilising bi-cultural workers to assist local community members access support they require in response to hardship caused COVID. Council has helped establish a weekly connector hub for local agencies to meet with clients, make referrals and distribute needed food relief at Melton Central Community Centre.</p> <p>Recreation & Youth Council is supporting sports clubs to host 'Come and Try' days with the aim of involving people who may not feel comfortable playing competitive sports, included the Melton Phoenix Soccer Club Soccer Mums program. The program allows mums to come along and kick a ball, wear what they want and have a laugh. "</p>		All Community Services Departments	All Community Services Departments
9	1.3.3	Report on community and business recovery and resilience initiatives developed in response to COVID-19	●	<p>"The following activities were delivered across a range of areas:</p> <p>Community Planning: The Melton Local Partnership Project supports local communities from diverse backgrounds during the pandemic in partnership with local service agencies. An integrated community services hub has been established at the Melton Central Community Centre to deliver essential services such as food relief and provide direct referrals to support services and training to build mental resilience and economic capacity.</p> <p>Libraries & Arts: - Digital Support Booth at Melton Library - dedicated 1:1 community support with everyday tech tasks, including using email, printing, filling in online forms, accessing eResources, accessing vaccination certificates and navigating eGov services. - Click and Deliver- additional home delivery available at no cost.</p> <p>City Strategy: The Melton Town Centre Revitalisation Project continues to support economic uplift to the precinct.</p> <p>Economic Development & Tourism: - Jobs Victoria, Melton Local Jobs Forum - Melton Jobs Hub</p> <p>Young Communities: - Summer Jobs Expo - Job Advocates Program"</p>		Corporate Strategy & Investment	Strategy & Planning Lead

10	1.3.4	Undertake a review of the existing Community grants programs to identify efficiencies including greater access for the community	●	The review has been scoped and a project plan developed for implementation. Review on track to be completed in 2023	31/12/2023	Community Planning	Grants Attraction and Delivery Lead
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Objective 1.4: A City that promotes positive public health and wellbeing outcomes to our community ♥

Strategies:

- 1.4.1 Work in partnership with health and community service providers to deliver initiatives that meet the needs of the community ♥
- 1.4.2 Invest in the mental wellbeing, healthy eating and physical activity of all our community with an emphasis on children and young people ♥
- 1.4.3 Improve community health and wellbeing outcomes related to sexual and reproductive health and harm caused by tobacco, alcohol and drug use ♥
- 1.4.4 Raise community awareness and deliver programs to prevent family violence ♥
- 1.4.5 Support children and young people to learn, develop and reach their full potential ♥

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
11	1.4.2	Plan, develop and provide opportunities for increased provision of recreation and leisure opportunities	●	A Draft City of Melton Cricket Strategy and a Draft City of Melton AFL Strategy have been developed to help guide the future planning, development, governance and growth of these sports over the next 10 years. Engagement also commenced on development of a City of Melton Tennis Strategy. A review of the Plumpton Leisure and Aquatic Centre Business Case 2017 has commenced expected to be completed early 2023. The Personal Training - Use of Public Open Space Policy has been reviewed, updated and renamed to the Group/Personal Training - Use of Public Open Space Policy. The City of Melton Recreation and Leisure Advisory Committee was appointed and a meeting held in July 2022.		Recreation & Youth	Recreation Coordinator
12	1.4.4	Identify and deliver family violence intervention to support families and children at risk of family violence	●	Council conducted 101 family violence consultations, 53 MARAM (Multi-Agency Risk Assessment and Management Framework - the framework ensures services are effectively identifying, assessing and managing family violence risk) Screens and facilitated the development of 3 safety plans for clients this quarter.		Families & Children	MCH Coordinator
13	1.4.4	Deliver initiatives under the Equality and Respect Strategy	●	An action plan has been developed to support the delivery of the Strategy. There are 43 actions remaining all on track for completion. A community engagement toolkit has been developed to guide staff across Council in gathering demographics in relation to gender.		Community Planning	Manager Community Planning

Objective 1.5: A City that celebrates Aboriginal and/or Torres Strait Islander cultures, knowledge and right to self-determination ▼

Strategies:

- 1.5.1 Provide and promote opportunities for the celebration and recognition of Aboriginal and/or Torres Strait Islander history and culture ▼
- 1.5.2 Incorporate Aboriginal culture into the built environment
- 1.5.3 Identify and protect Aboriginal places of significance
- 1.5.4 Provide leadership in reconciliation, build positive partnerships and community relationships, and support culturally appropriate activities, services and places ▼

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
14	1.5.4	Work with stakeholders and community to strengthen Aboriginal and Torres Strait Islander Reconciliation and Aboriginal Controlled Community organisations and services locally.	●	Council celebrated NAIDOC Week with a highly successful event at the Community Hall on 6 July 2022. More than 200 people attended. Council's Reconciliation Advisory Committee met on 6 September. Planning for Council's next Reconciliation Action Plan progressed with the appointment of Aboriginal engagement consultants to document culturally safe discussions on behalf of Council with Traditional Owners, Aboriginal Controlled Community Organisations (ACCOS) and local community. Officers supported Kiri Aboriginal Corporation to expand service offering in the City providing use of spaces in Arnold Creek Community Centre starting in October 2022 to allow for additional programming.		Community Planning	Manager Community Planning
15	1.5.4	Develop a scoping report for Council on the need and opportunity for a future, Aboriginal controlled, Aboriginal Community Hub in the City of Melton	●	Council progressed the development of the scoping report through the Reconciliation Advisory Committee shaping the working group to support the development of the report. The recently appointed Aboriginal consultancy have incorporated key discussion points on the need and interest in an Aboriginal controlled Aboriginal Community Hub in the City of Melton. Targeted engagement sessions with the Aboriginal community stakeholders are to be conducted.	31/12/2022	Community Planning	Manager Community Planning

Theme 2: A vibrant and healthy natural and built environment**Objective 2.1: A City with healthy waterways, biodiversity and ecosystems ▼****Strategies:**

- 2.1.1 Ensure that new waterways are developed in a way that balances biodiversity enhancement with education and leisure ▼
- 2.1.2 Ensure the maintenance and protection of waterway ecosystems
- 2.1.3 Ensure biodiversity is well managed and protected, both on Council's land and on private land
- 2.1.4 Advocate to the State Government to complete the acquisition of the Western Grassland Reserve and other biodiversity conservation reserves

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
16	2.1.1	Develop a masterplan for Lake Caroline	●	A consultant has been appointed, with community and stakeholder consultation occurring from November to February. The draft masterplan will be received in June, with anticipated completion in September 2023.	30/09/2023	City Design & Strategy	Coordinator City Design

Objective 2.2: A City resilient to the impacts of a changing environment ▼**Strategies:**

- 2.2.1 Provide an integrated approach to land management that addresses risks, such as bushfire, uncontrolled weeds, flooding and storm events
- 2.2.2 Employ the principles of climate change adaptation in Council infrastructure
- 2.2.3 Support initiatives that promote cooling of the urban environment ▼
- 2.2.4 Ensure assets are adequately renewed, maintained, fit for purpose and resilient to changing climate conditions

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
17	2.2.1	Develop a report for Council investigating the adoption of a chemical free and environmentally friendly 'GrazeAway' managed weed control program	●	Officers are investigating the potential use of GrazeAway in the municipality. A report is being prepared for consideration at the Ordinary Meeting of Council in December 2022.		Environment & Waste	Coordinator Environment & Sustainability
18	2.2.2	Implement actions from Councils Climate Change Adaptation Plan in line with council's pledge under the Climate Change Act.	●	Officers are working on the Heat Wave Safe Spaces project with the Western Alliance for Greenhouse Action (WAGA) and the Department of Environment, Land, Water and Planning (DEWLP), that will result in a review of Council facilities used by the community during extreme weather events. This review is scheduled to occur in October/November, with a draft report to be received in December for officer review.		Environment & Waste	Coordinator Environment & Sustainability

Objective 2.3: A City growing and developing sustainably ▼

Strategies:

- 2.3.1 Ensure land development practices minimise environmental harm and damage
- 2.3.2 Promote the efficient use of resources in the development of the City
- 2.3.3 Promote the use of Environmentally Sustainable Design guidelines in all aspects of the development of the City
- 2.3.4 Support the conservation and restoration of heritage places

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
19	2.3.1	Finalise the Western Plains South Green Wedge Management Plan	●	The Plan has been drafted and is scheduled for community consultation in February 2023.		City Design & Strategy	Coordinator City Strategy
20	2.3.2	Complete the review of the Toolem Precinct Structure Plan and Development Contributions Plan	●	The review has been completed and was adopted at the Council Meeting on 15 August 2022. The Development Contributions Plan planning scheme amendment has been submitted to the Department of Environment, Land, Water and Planning in August, and is awaiting authorisation by the Minister for Planning.		City Design & Strategy	Coordinator City Strategy
21	2.3.3	Develop and publish Environmentally Sustainable Design (ESD) guidelines for Melton	●	This project is scheduled to commence in 2023.		Environment & Waste	Coordinator Environment & Sustainability

Objective 2.4: A City that mitigates and adapts to climate change, and is environmentally aware ▼

Strategies:

- 2.4.1 Educate and engage the community in local environmental and sustainability issues and decision making ▼
- 2.4.2 Maximise the use of alternative water sources and reduce Council's reliance on potable water
- 2.4.3 Advocate and lead in moving to a low carbon economy
- 2.4.4 Reduce the amount of waste being sent to landfill
- 2.4.5 Facilitate access to and appreciation of local natural landscapes and places of cultural heritage

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
22	2.4.4	Develop a Resource Recovery & Circular Economy Strategy	●	A project brief is currently being prepared, with procurement scheduled to commence in December 2022.	30/06/2024	Environment & Waste	Coordinator Waste
23	2.4.4	Develop a report for Council on opportunities to help reduce the number of single use coffee cups being sent to landfill	●	A report is being prepared for consideration at an Meeting of Council in February 2023.		Environment & Waste	Coordinator Waste

Theme 3: A fast growing, innovative and well planned City**Objective 3.1: A City of 20 minute neighbourhoods ▼****Strategies:**

3.1.1 Advocate to and work with the State Government and other stakeholders in planning for the City

3.1.2 Investigate opportunities to enhance the connectivity and activity of existing urban areas ▼

3.1.3 Appropriately plan for future development of greenfield land and ensure linkages to existing communities and assets ▼

3.1.4 Undertake integrated open space planning to ensure all neighbourhoods have access to reserves, parks, gardens, heritage places and natural assets ▼

3.1.5 Support local place making and buy local initiatives ▼

3.1.6 Promote the take up of smart* technology to connect people, enhance safety and improve liveability

* smart technology includes devices such as a sensor which can help make the delivery of Council services more efficient, QR codes on public art to provide information or digital models of the municipality to aid with planning decisions.

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
24	3.1.1	Advocate for minimal adverse impact in our community and where appropriate, make submissions on the proposed Western Victoria Transmission Network Project.	●	Council is reviewing technical reports and providing submissions that align with Council's adopted position to support the consideration of options that have less impact on the community. The community and impacted landowners continue to be supported through Council acting as an advocate, supporting better information, consultation and consideration of options for the Western Renewables Link.	30/06/2024	City Design & Strategy	Manager City Design & Strategy
25	3.1.1	Complete a review of the Melton Planning Scheme	●	Consultation has been undertaken from May to September to identify key issues and improvement opportunities for the review of the Melton Planning Scheme. Outcomes from the consultation process are being reviewed, with preparation of a written report to commence in 2023.	30/06/2024	City Design & Strategy	Coordinator City Strategy
26	3.1.3	In partnership with the Victorian Planning Authority, lead and progress good planning and community outcomes through the preparation of Precinct Structure Plans and Infrastructure Contributions Plans.	●	"The Melton East Precinct Structure Plan is underway. Officers are collaborating with the Victorian Planning Authority to review technical reports, with a co-design workshop scheduled for November 2022. The Rockbank South Precinct Structure Plan commenced in September and officers are working with the Victorian Planning Authority to initiate planning activities for the project."		City Design & Strategy	Coordinator City Strategy
27	3.1.4	Prepare a Dog Park Strategy including an implementation plan	●	A consultant was appointed in March and community consultation commenced in August and completion in October. The draft strategy is being prepared for submission by the end of November.		City Design & Strategy	Coordinator City Design
28	3.1.4	Undertake a review of the 2005 Masterplan for the Melton Weir.	●	A consultant was appointed in September, with stakeholder and community consultation scheduled to occur from November 2022 to February 2023.	30/06/2024	City Design & Strategy	Coordinator City Design
29	3.1.5	Deliver projects under Melton Revitalisation Project	●	Progress on the Melton Town Centre revitalisation projects has continued with Shopfront Improvement Round 3, Improving Accessibility Project nearing completion. The Wallace Square Pop up Park concept plan has been prepared with upcoming consultation planned for October and November. Augustus Gelatery have commenced internal works at the former Courthouse Café with Council undertaking improvement works to the decking area with funds from the Revitalisation Project. Augustus Gelatery is expected to open in December and create 40 local jobs.		Engagement & Advocacy	Communications Coordinator

Objective 3.2: Health and community services accessible locally ▼

Strategies:

3.2.1 Advocate for and facilitate for the provision of health and community services and facilities to be within close proximity and safe access to public transport ▼

3.2.2 Plan and design Council facilities to accommodate health and community services ▼

3.2.3 Advocate for and support the development of the Melton Hospital and associated services ▼

3.2.4 Strengthen the health and community service system by working in partnership with providers and state government to attract additional services and support the expansion of existing services ▼

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
30	3.2.1	Facilitate the acquisition of land for the Plumpton Aquatic Centre	●	A Planning Scheme Amendment is currently being exhibited that proposes to apply a Public Acquisition Overlay to part of the land at 206-388 Beattys Road, Fraser Rise to set the land aside for a public purpose. Council will consider submissions by the end of 2022.		Corporate Strategy & Investment	Coordinator Property & Investment
31	3.2.1	Implement Council's advocacy priorities	●	The first quarter and most of the second quarter is concentrated on advocacy in the lead up to the State Election. Council has been delivering the community facing campaign Fix Our Roads as well as engagement with Government for other priorities.		Corporate Strategy & Investment	Coordinator Advocacy
32	3.2.1	Advocate for support to build the capacity of the Maternal and Child Health service.	●	The Maternal and Child Health (MCH) advocacy priorities were resolved by Council on 12 September 2022. Melton Council Officers continue to support the Municipal Association of Victoria (MAV) Unit Cost Methodology Program. The MCH Coordinator is participating in the MAV MCH Evaluation Panel, enabling Council to have a voice at this strategic group. Officers presented Melton Council MCH advocacy priorities to the MAV state-wide Strategy Group on 28 September 2022.		Families & Children	Coordinator Maternal and Child Health
33	3.2.3	Continue to advocate for the timely delivery of the Melton Hospital and support the Victorian Health Building Authority in planning and delivering the supporting infrastructure	●	Council continues to support the Victorian Health Building Authority (VHBA) in the timely delivery of the Melton Hospital. Council meets regularly with the Authority and is continuing to engage in conversations about the early activation of the precinct. The tender for the construction of Bridge Road within the Cobblebank Precinct is underway with co-investment from the VHBA.		Corporate Strategy & Investment	Manager Corporate Investment & Strategy
34	3.2.4	Finalise planning for the Cobblebank Community Services Hub	●	An Expression of Interest (EOI) was undertaken to determine the level of interest from prospective tenants of the Hub; 18 EOIs from prominent community services are proceeding to the next stage. A consultant has been engaged to develop the financial and management models of the Hub. An EOI was undertaken to secure design services which will progress to a tender in the second quarter.	30/06/2024	Corporate Strategy & Investment	Manager Corporate Investment & Strategy
35	3.2.4	Strengthen relationships with and between existing and new health, education, community and social support services	●	The following activities were delivered this quarter: • Council partnered with the Western Bulldogs Community Foundation to deliver the 2022 Daughters of the West program to a total of 61 participants across 10 weeks. • Community Safety activities delivered in partnership with MiCare, Brookside College/Dept Education and Training, IPC Health, Western Health, Live Life Get Active, Centre for Culture, Ethnicity and Health, Jesuit Social Services, Neighbourhood Watch Victoria, Fit2Drive. A further 16 agencies have been engaged in a project action group for the community safety Empowering Communities project. • The annual EOI Interest period for hire of community facilities in 2023 closed (Round one) on 7 September. There are currently 178 applications from community groups and organisations expressing interest to utilise council facilities in 2023. IPC Health's new program Early Help Family Services, is now placed at Timbertop Children's and Community Centre. The Western Region Centre Against Sexual Assault is now operating from Timbertop Children's and Community Centre. Both services commenced in August. • Council supported Odyssey House Vic. to deliver a targeted question and answers session for the African community at Taylors Hill Youth and Community Centre. The session was part of the Positive Mental Health Program (PMHP) and Youth Support and Advocacy Services (YSAS) to deliver an Alcohol and Other Drugs education and outreach services to African Australian youth and their families across Melbourne.		Community Planning	Manager Community Planning

MINUTES OF THE MEETING OF COUNCIL

12 DECEMBER 2022

Item 12.4 Council and Wellbeing Plan 2021-2025 Annual Action Plan 2022/23 Progress Report

Appendix 1 Council and Wellbeing Plan 2021-2025 Annual Action Plan 1st Quarter Progress Report 2022/23

Objective 3.3: A City with accessible infrastructure that meets the needs of all ▼

Strategies:

- 3.3.1 Ensure infrastructure and open space are designed, built and maintained to accommodate safety, growth, diverse needs and adaptability
- 3.3.2 Advocate for and support the development of diverse and affordable housing ▼
- 3.3.3 Advocate to and work with the State Government for the timely delivery of State infrastructure to service the City
- 3.3.4 Design, build and maintain the public realm to enable the promotion of physical activity ▼
- 3.3.5 Embrace new technology with the potential to revolutionise how city infrastructure are planned and managed sustainably

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
36	3.3.1	Complete a review of the Parks Development Program.	●	A review of the Parks Development Program commenced in August, with anticipated completion by February 2023.		City Design & Strategy	Coordinator City Design
37	3.3.2	Review Council's Housing Strategy and Character Design Guidelines	●	This project is scheduled to commence in 2023.		City Design & Strategy	Coordinator City Strategy
38	3.3.5	Establishment of a Digital Twin (3D Model) for the Melton CBD Town Centre Revitalisation.	●	A digital twin model for the municipality is being developed.		Engineering Services	3D Digital Twin Officer

Objective 3.4: An integrated transport network that enables people to move around ▼

Strategies:

- 3.4.1 Advocate to the State and Federal Governments to deliver new and upgraded transport infrastructure to meet the needs of our growing community
- 3.4.2 Improve connectivity between existing and new communities ▼
- 3.4.3 Ensure road networks are adequate, safe and contribute to the wellbeing of our community ▼
- 3.4.4 Improve accessibility, comfort and connectivity of key active transport routes ▼
- 3.4.5 Support the creation of a connected and active community through the design and delivery of safe walking and cycling networks ▼

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
39	3.4.1	Execute and complete the Fix Our Roads Advocacy campaign	●	The Fix our Roads campaign was launched in April for the Federal Government specific roads and then re-launched in June to advocate for major State arterial roads. As of September over 4400 people have supported the campaign. The campaign continues to advocate for a roads package for Melton with media, social media, advertising, community and business activation and meeting with government representatives.	31/12/2022	Engagement & Advocacy	Coordinator Advocacy
40	3.4.3	Develop a report for Council on the feasibility and benefits of a heavy vehicle parking facility in the City of Melton	●	A report is being prepared for consideration at a Briefing of Councillors in November 2022.		City Design & Strategy	Coordinator City Strategy
41	3.4.4	Develop a Pedestrian and Cycling Plan for the City	✓	The plan was presented to a Briefing of Councillors in September 2022 and is now complete.		Engineering Services	Senior Strategic Transport Engineer

Theme 4: A City that promotes greater education and employment**Objective 4.1: A strong local economy that attracts business growth and encourages new investment****Strategies:**

- 4.1.1 Invest in programs that support local business to start, grow, connect and thrive
- 4.1.2 Support initiatives that create opportunities for new business, jobs and investment in the City
- 4.1.3 Plan for key employment precincts within Precinct Structure Plans
- 4.1.4 Advocate to state government to undertake the Precinct Structure Plans which are employment focussed to facilitate the creation of local jobs

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
42	4.1.2	Implement a range of investment attraction initiatives	●	Council continues to proactively work with Developers to facilitate investment and promote the advantages of investing in the City of Melton as well as engage with government to lobby for infrastructure that will unlock jobs and investment.		Engagement & Advocacy	Coordinator Economic Development and Tourism
43	4.1.2	Prepare an Employment and Industrial Land Strategy for the municipality	●	A consultant was appointed in August and stakeholder engagement occurred in September. This strategy is scheduled for completion by the end of June 2023.		City Design & Strategy	Coordinator Planning Projects
44	4.1.3	Prepare and endorse relevant Urban Design Frameworks for employment areas within approved Precinct Structure Plans.	●	The Hopkins Road Business Precinct Urban Design Framework is being finalised, with a report being prepared for consideration at the Council Meeting in December 2022. The Mt Atkinson Major Town Centre South Urban Design Framework is being drafted following consultation with the developer and stakeholders including the Department of Transport in regards to the future train station. The Western Freeway Commercial Area and Mt Atkinson Major Town Centre North Urban Design Framework has commenced. A draft Urban Design Framework planned to be submitted by March 2023 for review by officers.		City Design & Strategy	Coordinator City Strategy

Objective 4.2: A City with a variety of education facilities accessible locally ▼**Strategies:**

- 4.2.1 Advocate for the timely delivery of primary, special and secondary schools
- 4.2.2 Maximise the use of existing Council facilities by external providers of educational programs ▼
- 4.2.3 Advocate for the delivery of TAFE and tertiary education facilities and opportunities in the City
- 4.2.4 Support local pathways between education, training and employment ▼

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
45	4.2.3	Work in partnership with Victoria University under the MOU to enhance learning and education opportunities for the Melton community	●	Planning is underway to deliver the face-to-face component of Victoria University's early childhood education courses in the City of Melton in 2023. The 'Your Career, Your Way' program commenced in October. It is a free, 10-week program designed to build skills awareness, networks, and a better understanding of career and training opportunities for women looking to get back into the workforce or change their career. Victoria University is also now a member of the Community Learning Advisory Committee.		Corporate Strategy & Investment	Strategy & Planning Lead

Objective 4.3: A City with a diversity of local job opportunities with an increasing number of residents locally employed ▼**Strategies:**

4.3.1 Encourage access to diverse and quality local employment opportunities

4.3.2 Advocate to State and Federal government and private industry for increased and diverse local employment opportunities

4.3.3 Partner with community organisations and the employment and education sectors to identify skill shortages and advocate for employment pathways ▼

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
46	4.3.1	Develop a Council work placement program for our local community inclusive of people with a disability	●	Council's Recruitment Policy has been reviewed and training for managers involved in hiring has been updated to build capability in relation to selecting and interviewing diverse candidates.		People & Culture	Manager People & Culture

Objective 4.4: Lifelong learning opportunities that bring local communities together ▼**Strategies:**

4.4.1 Invest in programs and activities for all ages and stages of life that promote lifelong learning ▼

4.4.2 Help close the digital-divide by improving the community's digital literacy ▼

4.4.3 Create a learning culture in the City through early engagement with and support for children, young people and families ▼

4.4.4 Partner with education providers to facilitate the delivery of education and training programs

4.4.5 Advocate for the provision of digital technologies accessible to all

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
47	4.4.1	Deliver community capacity building, learning, and community leadership programs	●	Community Learning programs are being delivered at Council's community centres and in the Melton Town Centre, including an active Spring School Holiday Program, and the engaging week-long Community Learning Festival. Community Capacity building programs in community partnerships programs, engagement with the Aboriginal and Torres Strait Islander community, community development with new and emerging groups and communities, and the revision of the Community Leadership program are all underway. Daughters of the west, Sons of the West and the Western Bulldogs Youth Leaderships programs were all delivered, and the Community Grants Program was delivered supporting local organisations to deliver projects in the Semi Annual Grants round.		General Manager Community Services	General Manager Community Services

Theme 5: A community that is actively engaged in the City**Objective 5.1: Deliberative engagement and communication with the community informs planning and decision making****Strategies:**

- 5.1.1 Position the organisation to deliver robust deliberative engagement
- 5.1.2 Invest in Council's capacity to design and conduct meaningful community engagement activities
- 5.1.3 Provide the community with balanced, transparent and objective information

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
48	5.1.1	Deliver a community education program for community sport, recreation and leisure in the City of Melton	●	The Women in Sports Leaderships Program was completed (12 participants across 7 clubs). The Women in Sports Breakfast planned for December at Tabcorp Park where local and elite athletes showcase their triumphs and challenges on their sports journeys.		Recreation & Youth	Recreation Coordinator

Objective 5.2: A range of platforms, including digital, that cater for accessible community engagement and consultation ▼**Strategies:**

- 5.2.1 Streamline customer access to Council by investing in new technology while maintaining non digital channels for people with access constraints
- 5.2.2 Increase participation in online community engagement platforms
- 5.2.3 Provide opportunities for meaningful community engagement, especially with diverse faith and cultural groups ▼

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
49	5.2.1	Enhance citizen engagement and experience through digitally accessible Council services	●	Quarter one online services outcomes include: 1. A Multiple Animal Permit has been enabled as new online form 2. A Community Permit decision tool (Do I need a permit?) has been built for commercial businesses 3. Footpath Trading automatic online form and automatic approvals have been completed 4. The Community Portal and Online solution have seen 41,125 forms submitted online, saving 2,030 operational hours equalling a total of \$221,710 operational savings calendar year to date		Innovation & Transformation	Digital Customer Experience (DCE) Coordinator

Objective 5.3: Increased volunteerism in the City ▼**Strategies:**

5.3.1 Invest in establishing systems and structures to enable strong volunteerism in the City ▼

5.3.2 Establish partnerships to promote volunteerism ▼

5.3.3 Promote the benefits of volunteerism ▼

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
50	5.3.1	Invest in education and training opportunities for community sporting groups to enhance governance and sustainability	●	During this quarter, Council has partnered with the local community, leagues and association to establish a new junior football club in Aintree. Recently Council also supported a new Soccer club established in Aintree with governance support.		Recreation & Youth	Recreation Coordinator
51	5.3.2	Develop a Volunteer Promotion Plan in partnership with local agencies and groups to promote volunteerism and its benefits	●	Research into developing the Promotion Plan (The Plan) has commenced. Once all research has been completed and analysed the drafting of the Plan will commence.		All Community Services Departments	General Manager Community Services
52	5.3.3	Through the implementation of the volunteer Promotion Plan promote volunteer opportunities and benefits at Council and within the local community	●	Community Care Whilst a new Volunteer Promotion Plan is being developed, a partnership has been established recently with St Vincent De Paul through Council's Positive Ageing Officer to promote and successfully attract more than a dozen volunteers to support the establishment of a local soup van to feed people in need.		All Community Services Departments	General Manager Community Services

Theme 6: A high performing organisation that demonstrates civic leadership and organisational excellence**Objective 6.1: An organisation that demonstrates excellence in customer and community service****Strategies:**

6.1.1 Provide high quality, consistent and responsive customer service throughout all areas of Council

6.1.2 Establish an organisational approach to strategic planning for children and young people

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
53	6.1.1	Enhance cyber security within the organisation	●	The Cybersecurity program has undergone several Government cybersecurity audits in the past quarter. Cyber security monitoring was commissioned to improve the identification and tracking of potential cyber-attacks. Council also enhanced our staff identity and access management, and introduced improvements in governance and standards within our information security practises.		Innovation & Transformation	Architecture and Strategy Coordinator
54	6.1.2	Implement the Roadmap for new Victorian Child Safe standards across Council	●	The implementation of the Roadmap for new Victorian Child Safe standards across Council has commenced. All tasks 0 to 2 months has been completed. Tasks for 3 to 6 months have been scoped, and are in progress or completed.		People & Culture	Child Safe Lead
55	6.1.2	Implement findings of the Child Safe Audit 2021	●	Implementation of the findings from Child Safe Audit 2021 has commenced.		People & Culture	Child Safe Lead

Objective 6.2: An adaptive, innovative and creative organisation**Strategies:**

6.2.1 Invest in a skilled, motivated and high performing workforce through leadership and staff development programs

6.2.2 Invest in new and emerging technology that supports innovation

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
56	6.2.1	Implement Strategic Workforce Planning across Council	●	Organisational Development is conducting research and collecting data, including exploring best practice with other Councils.		People & Culture	People and Culture Manager
57	6.2.2	Implement an Automated Approvals Pilot for Skip Bin & Goods on Footpath Permits	●	The pilot for the Goods on Footpath Automated Approvals was implemented on 11 July 2022. Council is working with Service Victoria in relation to the Automated Approvals for Skip Bins, which is expected to be implemented in November 2022. Council will be the first to go live with both programs in conjunction with Service Victoria.		Community Safety	Coordinator Amenity Protection

Objective 6.3: An organisation that demonstrates excellence in civic leadership and governance**Strategies:**

- 6.3.1 Maintain a high level of transparent, accountable, unbiased and representative governance
- 6.3.2 Engage with all levels of government to support Council's capacity to deliver outcomes in response to changes in legislation
- 6.3.3 Improve the transparency of organisational performance to our community
- 6.3.4 Invest in professional development opportunities for Councillors relevant to their civic responsibilities
- 6.3.5 Advocate to, and partner with all levels of government, community organisations and the private sector

CAP No.	CP Strategy	Action	Status Symbol	Year to Date Comments	Completion Date	Service Unit	Lead Officer
58	6.3.1	Ensure that Council policies are developed and reviewed as required	●	The Implementation Plan for the Policy Review Project is current until December 2022. A new Implementation Plan will be put to the November 2022 Policy Review Panel meeting and for endorsement by Council in December 2022.		Legal, Governance & Risk	Manager Legal, Governance & Risk
59	6.3.4	Ensure Councillors are supported in undertaking professional development opportunities relevant to their responsibilities to Council and kept appraised of their civic and regulatory responsibilities via a series of 'Good Governance' briefings, seminars and initiatives.	●	Councillors continue to be advised of upcoming professional development opportunities via the Councillor E-News and continue to be appraised of their civic and regulatory responsibilities via a series of 'Good Governance' briefings, seminars and initiatives.		Legal, Governance & Risk	Manager Legal, Governance & Risk

12.5 FINANCE REPORT - PERIOD ENDED 30 SEPTEMBER 2022

Author: Natalie Marino - Acting Finance Manager
Presenter: Peter Leersen - Chief Financial Officer

PURPOSE OF REPORT

To present the 2022/2023 Finance report for the three months ended 30 September 2022 (the Report).

RECOMMENDATION:

That Council note the report and the finance report contained at **Appendix 1**, noting that the Audit and Risk Committee have yet to review the report.

Motion

Crs Majdlik/Ramsey.

That Council note the report and the finance report contained at **Appendix 1**, noting that the Audit and Risk Committee have yet to review the report.

CARRIED

REPORT

1. Executive Summary

This quarterly report compares three months ending 30 September 2022 YTD results with the approved budget for the same period.

2. Background/Issues

The operating surplus for the September 2022 YTD period was \$154.9 million. This compared with a budgeted result of \$165.4 million, resulted in an unfavourable variance of \$10.5 million.

Unfavourable variance is largely attributable to lower than anticipated Atherstone land sales compared to budget, while settlement numbers have remained constant.

Council is forecasting an underlying surplus (excluding land sales) of \$3.3 million which is \$3.0 million favourable to budget. This favourable variance is largely attributable to higher than anticipated monetary and non-monetary contributions at year-end along with savings in employee costs.

The actual capital expenditure completed at the 30 September 2022 was \$9.7 million or 10.9% of the total budget.

Council has a total of \$495.2 million in cash and term deposits at quarter end. Cash and term deposit holdings are fully committed, being set aside for restricted reserves, carry forward expenditure, employee entitlements and developer contributions received for future capital works. The working capital ratio for the YTD period is a healthy 1:6.0.

3. Council and Wellbeing Plan Reference and Policy Reference

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

6. A high performing organisation that demonstrates civic leadership and organisational excellence

6.3 An organisation that demonstrates excellence in civic leadership and governance.

4. Financial Considerations

Note the operating result for the quarter ended.

5. Consultation/Public Submissions

N/A.

6. Risk Analysis

Financial reporting will ensure Council's continued compliance with the legislative requirements.

7. Options

The Council can:

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

LIST OF APPENDICES

1. Finance Report 30 September 2022



Melton City Council
Finance Report 2022/2023
Period Ended 30 September 2022

A vibrant, safe and liveable City accessible to all





Management Report

1st Quarter Ended 30 September 2022

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Melton City Council

Quarterly Finance Report for the 3 months period as at 30 September 2022.

Executive Summary

Operating Results

This report compares the 30 September 2022 YTD results with the profiled YTD approved budget for the same period.

The operating surplus before transfers for the September YTD period was \$154.9m. This compared with the profiled budgeted result of \$165.4m resulting in an unfavourable variance of (\$10.5m).

Detailed analysis of operating revenue and expenditure variances by line items, are outlined on the subsequent pages of this report.

Year-end Forecast

Review of the 1st quarter operating and capital expenditure as at the end of September 2022 has been finalised. As part of this process business unit managers have provided an estimate of the year-end forecast of savings and over-runs expected as at 30 June 2023. This is summarised in the table below.

Comparison of 1st quarter-end forecast with the approved budget is shown on page 8 with the detail variance commentary on page 9-12

	Summary of 1 st Quarter Year-End Forecast against the Approved Budget	\$(Millions)
	Operating	
	Forecast favourable variance in operating results before transfers	<u>\$14.0</u>
	Capital	
	Forecast favourable variance in Council capital expenditure	<u>\$12.9</u>

Capital Expenditure

The approved Council capital expenditure budget for 2022/23 is a total of \$89.0m. This consists of \$54.9m carry forwards component from 2021/22.

Total developer contribution in-kind works budget for 2022/23 is \$116.5m. These works when completed by landholders will offset their developer contribution liability to Council. Where the value of completed works handed over to Council varies from the DCP obligations, the resultant rolling credit or debit transactions will be carried forward to be set off against future obligations or for settlement to/by Council from the developer contribution reserve funds.

The actual capital expenditure completed at the end of September was \$9.7m or 10.9% of the full year capital expenditure budget.

A project level analysis of full year capital expenditure has been included with this report.

Cash on hand and Investments

Council's total cash position at quarter-end is \$495.2m. This balance includes \$479.8m of general and restricted investments representing carry forward expenditure, employee entitlements, and developer contributions received for future capital works. The aggregate amount of cash on hand and at bank at end of month was \$15.3m.

Debtors

Receivables outstanding totalled \$141.2m (net of doubtful debts provisions) of which \$130.7m relates to rates debtors including instalments not due. Infringement Debtors amounted to \$6.2m, and other sundry debtors amounted to \$4.4m.

Monthly Management Report 2022/2023**Operating Statement by Income/Expenditure line items**

2021/2022 YTD Actuals	Income/Expenditure Type	YTD Actuals	YTD Budget	YTD Variance	Full Year Approved Budget	1sr Qtr Forecast	1st Quarter Forecast Variance to Adopted Budget
(000's)	Notes	(000's)	(000's)	(000's)	(000's)	(000's)	(000's)
	Income						
144,220	Rates & Charges 1	156,138	156,151	(13)	163,409	163,409	0
2,850	Statutory Fees and Fines 2	2,985	2,595	389	13,249	13,565	316
2,763	User Fees 3	2,564	3,306	(742)	13,680	11,850	(1,830)
6,682	Grants- Operating 4	5,560	4,563	998	33,025	33,485	460
330	Grants- Capital 5	1,494	736	758	18,097	12,666	(5,431)
14,752	Contributions Monetary 6	16,574	16,574	0	135,854	147,921	12,067
8,176	Contributions Non Monetary 7	12,332	12,302	30	180,183	190,558	10,375
2,788	Net Gain/(Loss) on Disposal of IPP&E 8	(418)	16,183	(16,601)	16,778	10,755	(6,022)
1,175	Other Revenue 9	3,127	1,423	1,704	7,566	14,863	7,298
183,737	Total Income	200,356	213,832	(13,476)	581,840	599,073	17,232
	Expenditure						
15,544	Employee Costs 10	15,658	17,594	1,936	74,345	72,682	1,663
17,720	Material Costs 11	17,775	18,773	998	105,496	110,370	(4,874)
222	Bad and Doubtful Debts 12	434	413	(21)	1,561	1,588	(27)
11,433	Depreciation and Amortisation 13	11,574	11,629	55	48,843	48,843	0
66	Borrowing Costs 14	37	50	13	295	295	0
0	Finance Cost- Leases 15	0	0	0	22	22	0
44,986	Total Expenditure	45,478	48,459	2,981	230,561	233,800	(3,239)
138,751	Total Surplus/Deficit Before Transfers.	154,878	165,374	(10,495)	351,279	365,273	13,993
	Other Comprehensive Income						
0	Net asset Revaluation Increment/(decrement) 16	0	0	0	54,385	54,385	0
138,751	Total comprehensive Result	154,878	165,374	(10,495)	405,664	419,658	13,993
	Reserve Transfers						
3,906	Transfers From Reserves 17	8,597	4,913	3,685	111,717	119,934	8,218
(20,144)	Transfer to Reserve 18	(89,362)	(22,541)	(66,821)	(186,926)	(201,440)	(14,514)
(16,238)	Total Net Transfers - Income/(Exp)	(80,764)	(17,628)	(63,137)	(75,209)	(81,506)	(6,296)
122,513	Total Surplus/(Deficit) Net of Transfers	74,114	147,746	(73,632)	330,454	338,152	7,697
112,705	Undelying Surplus/(Deficit)	124,896	119,579	5,317	366	3,373	3,006

* Negative values in the year-end variance and forecast variance columns indicate an unfavourable Variance.

MINUTES OF THE MEETING OF COUNCIL

Item 12.5 Finance Report - Period Ended 30 September 2022

Appendix 1 Finance Report 30 September 2022

12 DECEMBER 2022

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

For the 3 Months Ended 30 September 2022

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type	Notes	YTD Actual (000's)	YTD Budget	Variance - Fav/(Unfav) (000's)	YTD Actuals to YTD Budget Variance Explanations
Income					
Rates & Charges	1	156,138	156,151	(13)	
Statutory Fees and Fines	2	2,985	2,595	389	<p>Statutory Fees and Fines were \$0.39m favourable to YTD Budget due to the following:</p> <p>\$0.46m - Higher than expected Infringement Revenue primarily within Litter & Building Sites and Parking. Higher than anticipated infringements issued in Litter & Building Sites is attributable to process improvements such as CCTV monitors which enables the team to detect identity through non-compliances ; while Parking infringements are due to a focus on safety around school zones.</p> <p>\$0.13m - Higher than expected Other Statutory Fees in City Design & Strategy associated with spike in development which occurred towards the end of FY2022.</p> <p>The favourable variance was partly offset by unfavourable variance due to:</p> <p>(\$0.21m) - Lower than budgeted Permit Fees and other Registration Fees within Town Planning due to a slowing of new development approvals.</p>
User Fees	3	2,564	3,306	(742)	<p>User Fees are unfavourable to YTD Budget primarily due to slowed growth of demand for subdivision fees which is thought to be associated with a rise in interest rates since the budget was set.</p>
Grants- Operating	4	5,560	4,563	998	<p>Operating Grants were \$1.00m favourable to YTD Budget due to the following:</p> <p>\$1.08m - Resulting from unbudgeted or increased grants received. The YTD amounts received are attributable to:</p> <ul style="list-style-type: none"> ** Community Activations and Social Isolation (CASI) - [\$0.29m] ** CALD Communities Taskforce - [\$0.21m] ** Empowering Communities Project - [\$0.2m] ** Kindergarten Central Registration - [\$0.1m] ** Iconic Waterways - Arnolds Creek - [\$0.09m] ** Crime Prevention Grant - UTURN193 - [\$0.06m] ** 11 Other operating grants which are individually under \$0.02m each - [\$0.10m] <p>\$0.17m - Relating to the favourable net impact of timing, having received grants earlier than anticipated. This is primarily driven by funding for Sleep and Settling - [\$0.11m]; and other minor grants [\$0.06m].</p> <p>The favourable variance was partly offset by:</p> <p>(\$0.12m) - Commonwealth Home Support Programme (CHSP) reduction in expected grant funding due to change to treatment of payment of arrears for all CHSP funding.</p> <p>(\$0.06m) - Lower funding received for Early Childhood attributable to Educator closures resulting from insufficient ability to staff activities to required levels.</p> <p>(\$0.07m) - Net impact of other operating grants which will attract less funding than anticipated.</p>

MINUTES OF THE MEETING OF COUNCIL

Item 12.5 Finance Report - Period Ended 30 September 2022

Appendix 1 Finance Report 30 September 2022

12 DECEMBER 2022

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

For the 3 Months Ended 30 September 2022

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type	Notes	YTD Actual (000's)	YTD Budget	Variance - Fav/(Unfav) (000's)	YTD Actuals to YTD Budget Variance Explanations
Grants- Capital	5	1,494	736	758	Capital Grants were \$0.76m favourable to YTD Budget due to receipt of unbudgeted new grant funding. The most significant amongst these are funds for: ** Melton Rec - Carpark - Ped Connect – Landscaping - [\$0.38m] ** Melton Rec - Netball Crt - Public Convenience Upg - [\$0.18m] ** MacPherson Park Stage 2- Soccer Pavilion - [\$0.12m] ** Arnolds Creek Children & Community Centre 3rd Room - [\$0.08m] ** Female Friendly Change room upgrade – Ian Cowie - [\$0.02m]
Contributions Monetary	6	16,574	16,574	0	
Contributions Non Monetary	7	12,332	12,302	30	
Net Gain/(Loss) on Disposal of IPP&E	8	(418)	16,183	(16,601)	Actual land sales for the period was 10 units compared to budgeted land sales of 114 units, while settlement numbers have remained constant at 24 units settled compared to 27 settlements budgeted resulting in an unfavourable YTD result of (\$16.77m). Proceeds from the sale of Council fleet and plant is less than anticipated by (\$0.28m) relative to budget as Council brought forward those sales into FY2022. This is partially offset by an unbudgeted \$0.4m gain made on the sale of Council Land at 83-105 Abey Rd Melton South.
Other Revenue	9	3,127	1,423	1,704	Other Revenue was \$1.70m favourable to YTD Budget primarily due to higher than budgeted interest income due to higher than anticipated interest rates [\$1.79m]. Favourable variances are partially offset by (\$0.13m) lower revenues from Waste Disposal Transfer Station which are timing related.
Total Income		200,356	213,832	(13,476)	
Expenditure					

MINUTES OF THE MEETING OF COUNCIL

Item 12.5 Finance Report - Period Ended 30 September 2022

Appendix 1 Finance Report 30 September 2022

12 DECEMBER 2022

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

For the 3 Months Ended 30 September 2022

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type	Notes	YTD Actual (000's)	YTD Budget	Variance - Fav/(Unfav) (000's)	YTD Actuals to YTD Budget Variance Explanations
Employee Costs	10	15,658	17,594	1,936	<p>Employee costs are projected to finish favourably in net terms by \$1.94m by year-end. This is due to:</p> <p>\$2.51m - Lower than anticipated expenditure in employee costs are attributable to:</p> <p>** Vacancies within the Planning and Development and Corporate Services Directorates during the reporting period which may be considered realised savings [\$1.02m] and [\$0.55m] respectively.</p> <p>** Vacancies within the Community Services Management Directorate during the reporting period which are attributable to program delivery, and in many cases external funding, and which will be spent later in the year [\$0.98m].</p> <p>The favourable variance is partially offset by:</p> <p>(\$0.29m) - Vacancies within budgeted positions meaning Council has a lower cost base from which to recover of on-costs.</p> <p>(\$0.22m) - Vacancies within positions attributable to capital delivery meant salary transfers to the capital program did not occur to the extent budgeted.</p> <p>Decrease in employee costs is partially offset by expenditure on backfilling contract labour (agency) which is paid from Material Costs [(\$0.31m)].</p> <p>New Positions approved during the year:</p> <p>(\$0.10m) - Enterprise Project Management Office (ePMO) has been established to support capital program governance and delivery.</p>
Material Costs	11	17,775	18,773	998	<p>Contracts and Materials are favourable to YTD Budget by \$1.00m due to:</p> <p>\$1.86m - Operations contract payments for roads and parks contracts have been delayed due to vendor failing to respond to request for further information in a timely manner. An information request was put to the vendor relating to service levels, which was needed to calculate the correct amount to be paid.</p> <p>\$0.36m - Contract payments and Levies in Manager Environment and Waste attributable to timing of payments associated with seasonal trends for waste services.</p> <p>\$0.10m Relating to unpaid utility costs (mobile phones) as a result of billing disputes in Manager Information Technology.</p> <p>Favourable variance is partly offset by:</p> <p>(\$0.50m) - Unfavourable variance in Contract labour (agency) costs relating to the backfill of vacancies ; and engagement of contractors to deliver externally funded projects.</p> <p>(\$0.49m) - Unfavourable variances due to project operating carry forwards from prior year which are not profiled as part of YTD Budget. Notable among these are MTC revitalisation projects [(\$0.20m)] and CALD Communities Taskforce [(\$0.12m)].</p> <p>(\$0.23m) - Increase in Professional Advisory comprised mostly of executive search and management consultants within Chief Executive Officer business unit.</p> <p>(\$0.10m) - Legal fees exceed budget as demand for external legal services remains high and reflects a continuing upward trend characterised by increasing numbers and complexity of prosecutions and increasingly complex transactions involving Council.</p>
Bad and Doubtful Debts	12	434	413	(21)	
Depreciation and Amortisation	13	11,574	11,629	55	
Borrowing Costs	14	37	50	13	New borrowings were budgeted as funding source for capital works programs. Lower YTD actuals of borrowing costs reflects that Council has not had a need to draw on new borrowings in 2022/23 as YTD underspends in the CAPEX program have positively impacted liquidity.
Finance Cost- Leases	15	0	0	0	

MINUTES OF THE MEETING OF COUNCIL

12 DECEMBER 2022

Item 12.5 Finance Report - Period Ended 30 September 2022

Appendix 1 Finance Report 30 September 2022

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

For the 3 Months Ended 30 September 2022

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type	Notes	YTD Actual (000's)	YTD Budget	Variance - Fav/(Unfav) (000's)	YTD Actuals to YTD Budget Variance Explanations
Total Expenditure		45,478	48,459	2,981	
Total Surplus/Deficit Before Transfers.		154,878	165,374	(10,495)	

Monthly Management Report 2022/2023				
1st Quarter Vs Adopted Budget Variance				
Forecast Operating Statement by Income / Expenditure				
Income/Expenditure Type	Notes	Full Year Approved Budget	1st Qtr Forecast	1st Quarter Forecast Variance to Adopted
		(000's)	(000's)	(000's)
Income				
Rates & Charges	1	163,409	163,409	0
Statutory Fees and Fines	2	13,249	13,565	316
User Fees	3	13,680	11,850	(1,830)
Grants- Operating	4	33,025	33,485	460
Grants- Capital	5	18,097	12,666	(5,431)
Contributions Monetary	6	135,854	147,921	12,067
Contributions Non Monetary	7	180,183	190,558	10,375
Net Gain/(Loss) on Disposal of IPP&E	8	16,778	10,755	(6,022)
Other Revenue	9	7,566	14,863	7,298
Total Income		581,841	599,073	17,232
Expenditure				
Employee Costs	10	74,345	72,682	1,663
Material Costs	11	105,496	110,370	(4,874)
Bad and Doubtful Debts	12	1,561	1,588	(27)
Depreciation and Amortisation	13	48,843	48,843	0
Borrowing Costs	14	295	295	0
Finance Cost- Leases	15	22	22	0
Total Expenditure		230,561	233,800	(3,239)
Total Surplus/Deficit for the Year Before Trfs.		351,280	365,273	13,993
Underlying Surplus/(deficit)		366	3,373	3,006
Council Capital Budget		89,032	76,139	12,894
Capital DCP-In-Kind		116,545	129,750	(13,205)

MINUTES OF THE MEETING OF COUNCIL

Item 12.5 Finance Report - Period Ended 30 September 2022

Appendix 1 Finance Report 30 September 2022

12 DECEMBER 2022

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 1st Quarter Forecast

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type		Full Year Approved Budget	1st Qtr Forecast	1st Quarter Forecast Variance to Adopted Budget	Approved Budget to 1st Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
Income					
Rates & Charges	1	163,409	163,409	0	
Statutory Fees and Fines	2	13,249	13,565	316	<p>Statutory Fees and Fines are forecasted to finish favourably compared to FY Budget by \$0.32m due to the following:</p> <p>\$0.91m - Higher than expected Infringement Revenue primarily within Litter & Building Sites and Parking. Higher than anticipated infringements issued in Litter & Building Sites is attributable to process improvements such as CCTV monitors which enables the team to detect identity through non-compliances; while Parking infringements are due to a focus on safety around school zones.</p> <p>The favourable variance was partly offset by unfavourable variance due to:</p> <p>(\$0.60m) - Lower than budgeted Permit Fees and other Registration Fees within Town Planning due to a slowing of new development approvals.</p>
User Fees	3	13,680	11,850	(1,830)	<p>User Fees are expected to finish (\$1.83m) unfavourable to FY Budget primarily due to slowed growth of demand for subdivision fees [(\$1.70m)], with the remaining (\$0.13m) revenue downgrade being primarily attributable Planning Fees. These are down due to weaker market demand which is thought to be associated with a rise in interest rates since the budget was set.</p>
Grants- Operating	4	33,025	33,485	460	<p>Operating Grants are forecasted to finish favourably compared to FY Budget by \$0.46m due to:</p> <p>\$1.47m - Resulting from unbudgeted or increased grants to be received. This is attributable to:</p> <ul style="list-style-type: none"> ** Community Activations and Social Isolation (CASI) - [\$0.33m] ** CALD Communities Taskforce - [\$0.21m] ** Empowering Communities Project - [\$0.2m] ** MWRRG Waste Projects - [\$0.16m] ** Kindergarten Central Registration - [\$0.1m] ** Iconic Waterways - Arnolds Creek - [\$0.09m] ** Family Support Services - [\$0.06m] ** Crime Prevention Grant - UTURN193 - [\$0.06m] ** 14 Other minor grants [\$0.26m] <p>\$4.10m - Expected net impact relating to unearned grant income. Council expects that the performance obligations relating to grants funding received in advance in the previous financial year will be satisfied in this financial year, allowing these funds to be recognised as income.</p> <p>The favourable variance was partly offset by decreases in the grants below:</p> <p>(\$4.22m) - Grants Commission. In June 2022 the Commonwealth Government brought forward the payment of 75% of the estimated aggregate 2022/23 Financial Assistance Grants allocation to Victorian Councils, as compared to budgeted at 50%. Hence the 25% which was received earlier than anticipated has been removed from the 2022/23 forecast.</p> <p>(\$0.54m) - Commonwealth Home Support Programme (CHSP) – reduction in expected grant funding due to change to treatment of payment of arrears for all CHSP funding.</p> <p>(\$0.20m) - Family Day Care Services - Lower funding to be received for Early Childhood attributable to Educator closures resulting from insufficient ability to staff activities to required levels.</p> <p>(\$0.16m) - 4 Other minor grants</p>

MINUTES OF THE MEETING OF COUNCIL

Item 12.5 Finance Report - Period Ended 30 September 2022

Appendix 1 Finance Report 30 September 2022

12 DECEMBER 2022

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 1st Quarter Forecast

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type		Full Year Approved Budget	1st Qtr Forecast	1st Quarter Forecast Variance to Adopted Budget	Approved Budget to 1st Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
Grants- Capital	5	18,097	12,666	(5,431)	Capital Grants are forecasted to finish unfavourably compared to FY Budget due to expected net impact relating to unearned grant income. As at 30 June 2022 Council had a \$15.2m balance relating to Capital Program unearned income, and was budgeted that Council would be able to achieve income recognition of a net \$5.8m of the balance by 30 June 2023. However, projected non-completion of several FY2023 projects by year end lead to a forecasting assumption that associated grant funding received will be held on balance sheet until performance obligations are met in future years. The most significant of these projects include: ** Mt Atkinson East Sports Reserve, Mt Atkinson - [(\$2.55m)] ** Troups Rd South (Greigs to Boundary) - Road Constn - [(\$0.63m)] ** Lighting Around Navan Park Lake - [(\$0.5m)] ** Melton Rec - Carpark - Ped Connect - Landscaping - [(\$0.38m)] ** MTC Revitalisation Grant Round 2 - Kid Zone - [(\$0.3m)] ** Cobblestone Green Rec Reserve - Park Upgrade - [(\$0.27m)] ** Melton Rec - Netball Crt - Public Convenience Upg - [(\$0.18m)] ** Parks Dev Program-Narebar Reserve (Little Blind Cr - [(\$0.16m)] ** Passive Reserve Development Program - [(\$0.1m)] Further, Council no longer expects to receipt the following grants: ** Bridge Road Community Hub, Strathtulloh - [(\$0.5m)] ** Cobblestone Green Rec Reserve - Park Upgrade - [(\$0.27m)]
Contributions Monetary	6	135,854	147,921	12,067	Net contributions are expected to be favourable to budget by \$22.44m due to higher than anticipated development activity.
Contributions Non Monetary	7	180,183	190,558	10,375	
Net Gain/(Loss) on Disposal of IPP&E	8	16,778	10,755	(6,022)	Sale of Properties are forecasted to finish unfavourably compared to FY Budget by (\$5.92m) due to a lower revised sales forecast for Atherstone land sales from budgeted FY sale of 456 lots to a Revised Target of 295 net sales. FY23 sales forecast was decreased due to anticipated lower market demand as the RBA cash rate has increased since the budget was set. Forecast for proceeds from the sale of Council fleet and plant was reduced by (\$0.5m) relative to budget as Council brought forward those sales into FY2022. The unfavourable variance is partially offset by an unbudgeted \$0.4m gain made on the sale of Council Land at 83-105 Abey Rd Melton South.
Other Revenue	9	7,566	14,863	7,298	Other Revenues are forecasted to finish favourably compared to FY Budget by \$7.30m primarily due to higher than budgeted interest income due to higher than anticipated interest rates [\$7.26].
Total Income		581,840	599,073	17,232	
Expenditure					

MINUTES OF THE MEETING OF COUNCIL

12 DECEMBER 2022

Item 12.5 Finance Report - Period Ended 30 September 2022

Appendix 1 Finance Report 30 September 2022

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 1st Quarter Forecast

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type		Full Year Approved Budget	1st Qtr Forecast	1st Quarter Forecast Variance to Adopted Budget	Approved Budget to 1st Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
Employee Costs	10	74,345	72,682	1,663	<p>Employee costs are projected to finish favourably in net terms by \$1.66m by year-end. This is due to:</p> <p>\$2.83m - Projected savings in employee costs are due to realised and projected vacancies primarily within the Planning and Development Directorate.</p> <p>The favourable variance is partially offset by:</p> <p>(\$0.22m) - Vacancies within positions attributable to capital delivery meant salary transfers to the capital program did not occur to the extent budgeted.</p> <p>(\$0.12m) - Vacancies within budgeted positions meaning Council has a lower cost base from which to recover of on-costs.</p> <p>Decrease in employee costs is partially offset by expenditure on backfilling contract labour (agency) which is paid from Material Costs [(\$0.74m)].</p> <p>New Positions approved during the year:</p> <p>(\$0.45m) - Increase in the service levels provided by the Procurement function has been supported by additional head count.</p> <p>(\$0.39m) - Enterprise Project Management Office (ePMO) has been established to support capital program governance and delivery.</p>
Material Costs	11	105,496	110,370	(4,874)	<p>Contracts and Materials are forecasted to overspend FY Budget by (\$4.87m) due to:</p> <p>(\$3.85m) - Forecasted overspend associated with unbudgeted operating grant funding, some of which relates to unbudgeted grant funds received in 2021/22 for which Council is undertaking required delivery in the current year. The most significant materials & services expenditure forecasts funded by unbudgeted external grant income include:</p> <ul style="list-style-type: none"> ** MTC Revitalisation Grants - [(\$1.43m)] ** CALD Communities Taskforce - [(\$0.36m)] ** Empowering Communities Project - [(\$0.27m)] ** COVIDSafe Outdoor Activation - Part B - [(\$0.25m)] ** Jobs Advocates - [(\$0.21m)] ** More Trees for a Cooler Greener West - [(\$0.19m)] ** MWRRG Waste Projects - [(\$0.16m)] ** Kurunjang DJCS Grant - [(\$0.14m)] ** Iconic Waterways - Arnolds Creek - [(\$0.11m)] ** Women's Building Surveyor Program - [(\$0.1m)] ** Rockbank North UDF - [(\$0.09m)] ** Melton Revitalisation Community Project - [(\$0.06m)] ** Improving Pedestrian and Cycling Safety, Security - [(\$0.06m)] ** 35 other minor projects - [(\$0.20m)] <p>(\$0.74m) - Unfavourable variance in Contract labour (agency) costs relating to the backfill of vacancies.</p> <p>(\$0.45m) - Increase in Professional Advisory which is to be Council funded of which [(\$0.30m)] is attributable to funds ear-marked for Chief Executive Officer discretionary spend.</p> <p>(\$0.15m) - Legal fees exceed budget as demand for external legal services remains high and reflects a continuing upward trend characterised by increasing numbers and complexity of prosecutions and increasingly complex transactions involving Council.</p> <p>Unfavourable variances are partly offset by:</p> <p>\$0.20m - Projected savings in Early Childhood, Manager Families and Children attributable to Educator closures resulting from insufficient ability to staff activities to required levels.</p> <p>\$0.12m - Other minor favourable variances.</p>
Bad and Doubtful Debts	12	1,561	1,588	(27)	

Monthly Management Report 2022/23**Operating Statement - Significant Variance Comments****Approved Budget vs. 1st Quarter Forecast**

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type		Full Year Approved Budget	1st Qtr Forecast	1st Quarter Forecast Variance to Adopted Budget	Approved Budget to 1st Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
Depreciation and Amortisation	13	48,843	48,843	0	
Borrowing Costs	14	295	295	0	
Finance Cost- Leases	15	22	22	0	
Total Expenditure		230,561	233,800	(3,239)	
Total Surplus/Deficit Before Transfers.		351,279	365,273	13,993	
Underlying Operating Results Surplus/(Deficit)		366	3,373	3,006	

BALANCE SHEET STATEMENT	2022/2023	2021/2022	2022/2023
	Actuals	Last Year Actuals	Budget
	Sep-22	Jun-22	Full Year
	\$(000's)	\$(000's)	\$(000's)
ASSETS			
CURRENT ASSETS			
Cash and Cash Equivalents	495,155	17,204	539,813
Non-current assets classified as "held for sale"	67	11	6,143
Trade and Other Receivable	141,239	21,132	34,979
Other Financial Assets	0	288,510	0
Inventories	38	38	6
Other Assets	25,885	28,643	27,509
TOTAL CURRENT ASSETS	662,383	355,538	608,450
NON CURRENT ASSETS			
Other Financial Assets	0	181,977	0
Inventories	21	21	17
Property, infrastructure, plant and equipment (Inc. WIP)	3,086,534	3,075,718	3,353,275
Investment Property	8,450	8,450	7,170
Intangibles	2,377	2,377	2,050
Right Of Use Assets	694	813	865
TOTAL NON CURRENT ASSETS	3,098,075	3,269,356	3,363,377
TOTAL ASSETS	3,760,458	3,624,894	3,971,827
CURRENT LIABILITIES			
Trade and Other Payables	28,526	48,607	85,965
Trust funds and deposits	40,529	24,192	16,565
Unearned Income	25,974	25,974	0
Provisions	13,022	12,784	13,881
Interest-Bearing Loans and Borrowings	2,502	2,502	2,607
Lease Liability	117	117	352
TOTAL CURRENT LIABILITIES	110,672	114,177	119,370
NON CURRENT LIABILITIES			
Trust funds and deposits	136	15,422	22,146
Provisions	1,552	1,451	1,633
Interest-Bearing Liabilities	5,145	5,770	3,163
Lease Liabilities	710	710	524
TOTAL NON CURRENT LIABILITIES	7,544	23,353	27,466
TOTAL LIABILITIES	118,216	137,530	146,835
NET ASSETS	3,642,242	3,487,364	3,824,991
EQUITY			
Accumulated Surplus	2,063,939	1,989,825	2,269,248
Reserves	1,578,303	1,497,539	1,555,743
TOTAL EQUITY	3,642,242	3,487,364	3,824,991

Balance Sheet - Comments

General:

The following comments relate to the balance sheet and the cash flow statement.

Current Assets:

Cash & Investments

Council's cash position (including investments), as at 30 September 2022 was \$495.2m, which represents an increase of \$478m from the \$17.2m opening position as at 1 July 2022. Details of inflow and outflow of funds are detailed in the Cash Flow Statement.

	Cash \$'000's	Investments \$'000's	TOTAL \$'000's
Held at 1 st July 2022	\$17,204	\$470,487	\$487,691
Plus: Net Inflow/(Outflow) from Operating activities	\$5,504		
Less Net Inflow/(Outflow) from Investing activities	\$473,109	(\$470,487)	
Less Net Inflow/(Outflow) from Financing activities	(\$662)		
Net Increase/(decrease) held	\$477,951	(\$470,487)	\$7,464
TOTAL Held as at 30 September 2022	\$495,155	0	\$495,155

Receivables:

Total receivables outstanding as at 30 Sept 2022 amounted to \$141.2m. The total outstanding receivables comprised:

Receivables	30 Sept 2022 (000's)	30 June 2022 (000's)
Rate Debtors	\$130,705	\$12,412
Infringements & Local Laws Debtors	\$6,150	\$5,945
Sundry & other debtors net of provision for doubtful debts	\$4,385	\$2,775
Total Receivables	\$141,238	\$21,132

Non-Current Assets:

Infrastructure, Plant & Equipment

The value of Council's property, plant & equipment has increased by \$10.8m from 30 June balance of \$3.076b. This increase is net of the additions of new assets and net upwards asset revaluations offset by the depreciation charge for the period.

Intangible Asset

The intangible assets of \$2.4m represent non-exclusive licence granted to Melton City Council by Department of Education and the Caroline Springs College for the use of the College Creekside Campus and the Spring side Children's and Childcare facility built on DOE land and Kororoit Creek Learning Centre. The balance represents Council's contributions net of amortisations.

Current & Non-Current Liabilities:

Payables

Creditors have decreased by \$20.0m from the June 2022 balance of \$48.6m to \$28.6m at balance date. The outstanding payables amount varies from month to month depending upon the status of the accounts payable cycle.

Provisions (Employee Benefits)

Employee benefits represent current and non-current components of annual and long service leave liabilities at balance date. Current component of the liability is estimated to be \$13.0m, with the non-current at \$1.6m.

Interest Bearing Liabilities:

Total loan liability as at 30 September 2022 is \$7.6m. Principal repayment for the year amounted to \$0.6m.

Working Capital and Liquidity:

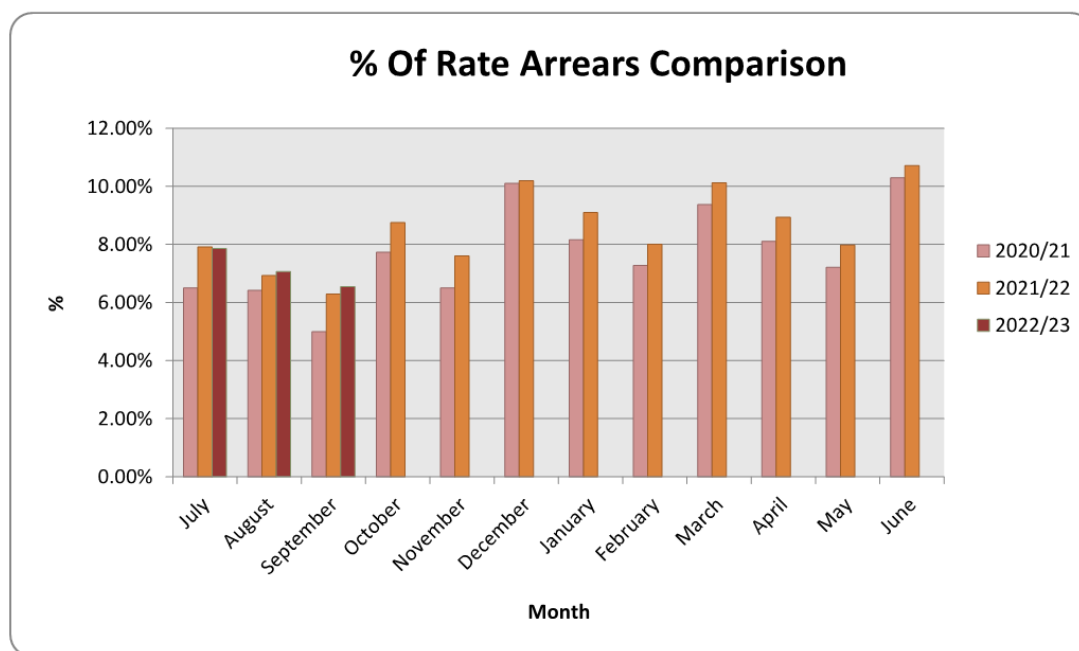
The working capital ratio is used to assess Council's ability to meet current commitments and is derived by dividing current assets by current liabilities. The working capital ratio for the period is 1:6.0. The after removing the impact of rate debtors is 1:4.8.

CASH FLOW STATEMENT	2022/2023	2021/2022	2022/2023
	Actuals	Last Year Actuals	Budget
	Sep-22	Jun-22	Full Year
	\$(000's)	\$(000's)	\$(000's)
Cash Flow from Operating Activities			
Finance Report			
Rates and charges	37,845	147,398	162,867
Statutory fees and fines	2,336	11,279	11,658
User fees	2,564	9,594	13,680
Grants - operating	5,560	31,564	33,025
Grants - capital	1,795	8,433	18,097
Contributions - monetary	12,332	74,089	135,854
Interest received	904	2,563	2,381
Trust funds and deposits taken	1,051	12,321	2,685
Other receipts	13,063	(84)	5,128
Net GST refund / payment	3,029	12,465	(4,250)
PAYMENTS			
Employee Costs	(15,319)	(63,919)	(73,874)
Materials and Services	(60,119)	(84,908)	(104,771)
Other Payments	462	(10,248)	(131)
NET CASH FROM OPERATING ACTIVITIES	5,504	150,547	202,349
CASH FLOW FROM INVESTING ACTIVITIES			
Payments for Acquisition of Non-Current Assets	(136)	(53,189)	(102,731)
Proceeds from Sale of Non-Current Assets	2,757	24,192	24,382
Payments for Investments	0	(176,293)	0
Proceeds from Sale of Investments	470,488	0	0
NET CASH FROM INVESTING ACTIVITIES	473,109	(205,290)	(78,349)
CASH FLOW FROM FINANCING ACTIVITIES			
Repayment of borrowings	(625)	(2,402)	(2,502)
Finance Costs	(37)	(407)	(295)
Interest Paid - Lease Liability	0	(32)	0
Repayment of Lease Liability	0	(672)	(464)
NET CASH FROM FINANCING ACTIVITIES	(662)	(3,513)	(3,261)
NET INCREASE/(DECREASE) IN CASH HELD	477,951	(58,256)	120,740
CASH POSITION			
Cash Balance at Beginning- as at 1st July	17,204	75,460	419,074
Cash Balance at End of Period	495,155	17,204	539,813

Analysis of Overdue Instalment Rate Debtors - September 2022*(Excluding Fire Service Levy)*

Overdue Rate Debtors	No of Properties	Debts Outstanding (\$)
<i>Owings</i>		
<i>Less Than \$1000</i>	2,054	950,804
<i>\$1000 to \$1999</i>	959	1,380,200
<i>\$2000 to \$4999</i>	1,070	3,467,552
<i>\$5000 to \$10,000</i>	430	2,874,885
<i>Greater Than 10,000</i>	162	2,661,437
Total	4,675	11,334,878

There are 716 properties in credit. Total credit is \$1,001,512



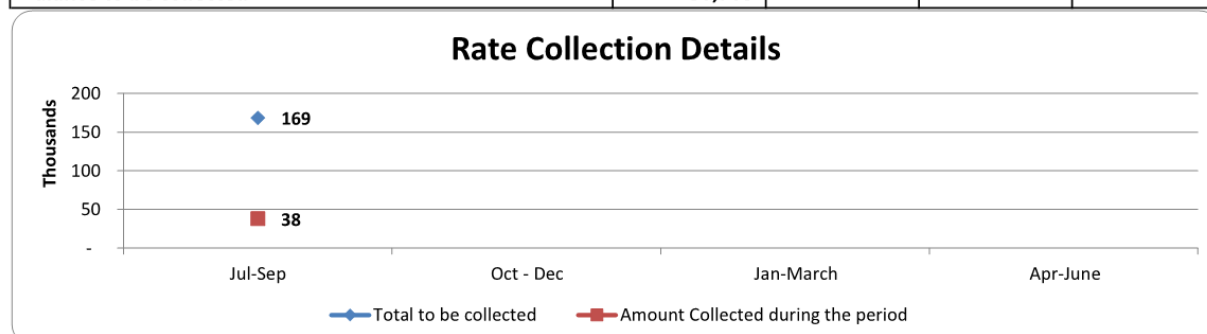
Summary of Overdue Rate Debt Arrears & Recovery Actions - September 2022

SUMMARY OF OVERDUE RATE DEBT ARREARS & RECOVERY AS AT 30 September 2022	NO OF PROPERTIES	RATE DEBTS OUTSTANDING \$000'S
Summons issued	18	175,235
Judgements issued	17	198,004
Summon for oral examinations issued	79	1,009,632
Legal arrangements	-	-
Other actions-Demand letter etc	114	505,948
Total Debt Recovery Action In Progress	228	1,888,819
Arrangements in place-Non legal	461	622,363
Properties that Midstate are doing Courtesy Calls for	2,987	6,741,866
Properties with no recovery/arrangements in place	999	2,081,830
TOTAL	4,675	11,334,878

No of Financial hardship applications received in September 2022 (Excluding COVID-19 applications)	1
No of online COVID-19 Financial hardship applications received in March 2022	22

**Rate Balances & Collection Details
2022-2023**

Rate Collection Details	Jul-Sep (\$'000)	Oct - Dec (\$'000)	Jan-March (\$'000)	Apr-June (\$'000)
Outstanding debtor balance as at 1 July	12,412			
Rates raised in 2022-2023	156,522			
Interest raised to date	168			
Rebates, adjustment and unallocated Pmts	(4,299)			
Supplementary rates raised	3,747			
Total to be collected	168,550			
Amount Collected during the period	37,845			
Balance to be collected	130,705			



CAPITAL EXPENDITURE BY CATEGORY

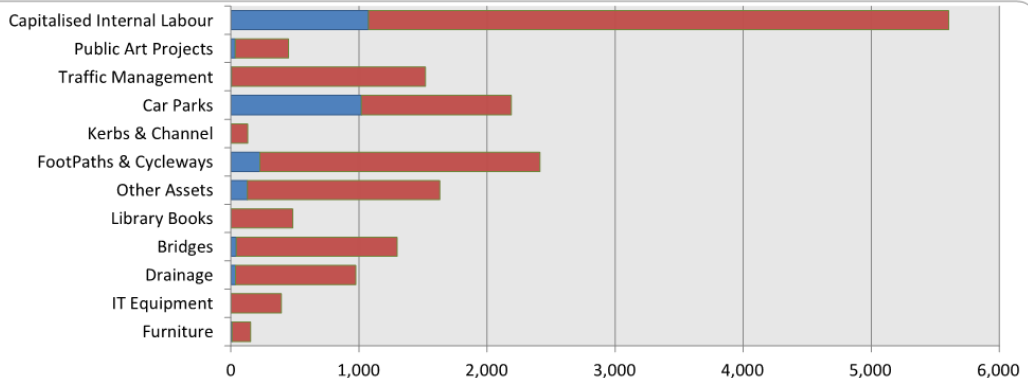
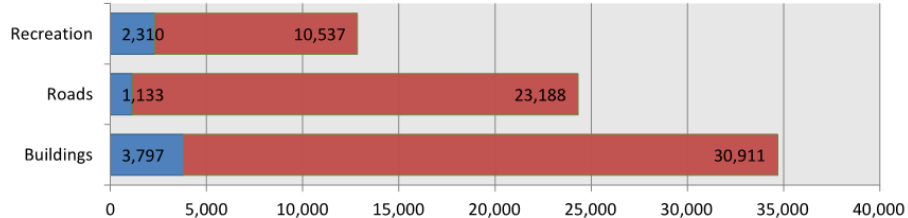
1st Quarter Ended 30 September 2022

2022/2023 FINANCIAL YEAR

CAPITAL EXPENDITURE	YTD Actual	YTD Budget	YTD Variance	Full Year Approved Budget	1st Qtr Forecast	1st Qtr Forecast Variance to Budget
	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)
Furniture	11	39	28	155	155	0
IT Equipment	(95)	75	170	300	300	0
Buildings	3,797	8,677	4,880	34,708	23,453	11,255
Roads	1,133	6,080	4,947	24,321	23,920	401
Drainage	36	244	208	977	977	0
Bridges	44	325	281	1,298	1,452	(154)
Recreation	2,310	3,212	902	12,847	11,607	1,240
Library Books	0	121	121	484	484	0
Other Assets	130	408	278	1,631	1,792	(161)
FootPaths & Cycleways	229	604	375	2,414	2,326	88
Kerbs & Channel	0	33	33	133	133	0
Car Parks	1,019	548	(472)	2,190	2,222	(32)
Traffic Management	7	380	373	1,520	1,520	0
Public Art Projects	35	113	78	452	413	39
Capitalised Internal Labour	1,076	1,401	325	5,604	5,387	217
Total Capex Excl Capital DCP In Kind	9,732	22,259	12,527	89,034	76,141	12,893
Capital DCP in Kind	13,205	29,136	15,931	116,545	129,750	(13,205)
Total Capital Expenditure	22,937	51,395	28,458	205,579	205,891	(312)

Actuals Vs Unspent Capital Works Budget

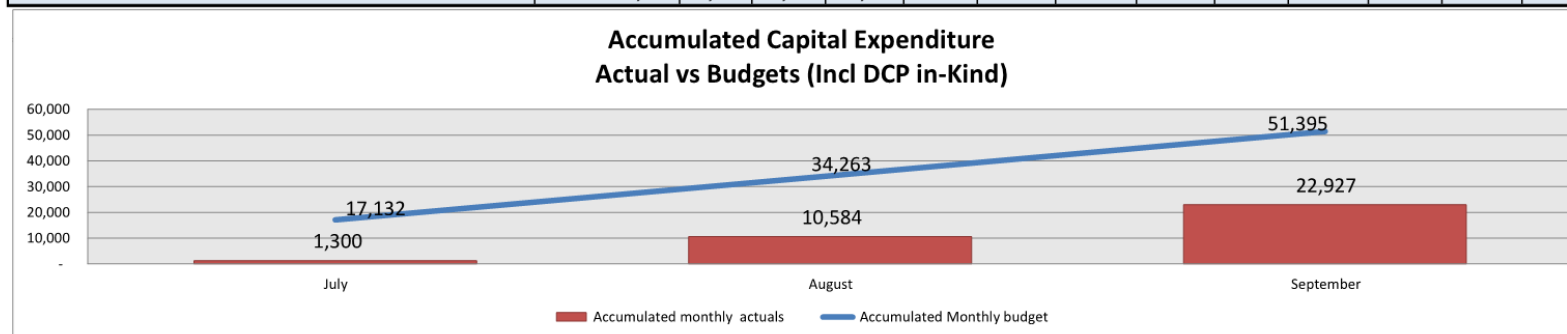
■ YTD Actual \$(000's) ■ Balance



MONTHLY ANALYSIS OF CAPITAL EXPENDITURE

2022/2023 FINANCIAL YEAR

CAPITAL EXPENDITURE	Total	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)
Furniture	11	11	-	-	-	-	-	-	-	-	-	-	-
IT Equipment	(95)	(1)	3	(97)	-	-	-	-	-	-	-	-	-
Land	-	207	-	(207)	-	-	-	-	-	-	-	-	-
Buildings	3,797	747	1,771	1,279	-	-	-	-	-	-	-	-	-
Roads	1,133	(82)	649	566	-	-	-	-	-	-	-	-	-
Drainage	37	4	13	20	-	-	-	-	-	-	-	-	-
Bridges	44	9	28	7	-	-	-	-	-	-	-	-	-
Recreation	2,309	356	1,582	371	-	-	-	-	-	-	-	-	-
Library Books	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Assets	130	2	110	18	-	-	-	-	-	-	-	-	-
FootPaths & Cycleways	229	25	9	195	-	-	-	-	-	-	-	-	-
Kerbs & Channel	-	-	-	-	-	-	-	-	-	-	-	-	-
Car Parks	1,019	-	696	323	-	-	-	-	-	-	-	-	-
Traffic Management	7	-	7	-	-	-	-	-	-	-	-	-	-
Public Art Projects	35	33	-	2	-	-	-	-	-	-	-	-	-
Capitalised Internal Labour	1,076	-	-	1,076	-	-	-	-	-	-	-	-	-
Total Capital Expenditure Excl Capital DCP In Kind	9,722	1,300	4,868	3,553	-	-	-	-	-	-	-	-	-
Capital DCP in Kind	13,206	-	4,416	8,790	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENDITURE	22,928	1,300	9,284	12,343	-	-	-	-	-	-	-	-	-



12.6 CITY OF MELTON FOOTBALL (AFL) STRATEGY

Author: Aaron Biscan - A/Manager Recreation and Young Communities

Presenter: Troy Scoble - Director City Life

PURPOSE OF REPORT

To present to Council the City of Melton Football (AFL) Strategy.

RECOMMENDATION:

That Council

1. Note the report.
2. Refer proposed future capital development recommendations for consideration as part of Council's Annual Budget Process.

Motion

Crs Abboushi/Vandenberg.

That Council:

1. Note the report.
2. Refer proposed future capital development recommendations for consideration as part of Council's Annual Budget Process.

CARRIED

REPORT

1. Executive Summary

The City of Melton Football (AFL) Strategy 2022 is an important strategy for Council that provides Council with a comprehensive guide for the future planning, development, governance, and growth of football across the municipality for the next 10 years.

Developing the City of Melton Football Strategy was a key recommendation of the City of Melton Sport Facility Demand Strategy 2020.

The increased growth and change forecast across the municipality by 2032 is significant. This Strategy has been developed to plan for change, providing Council with a plan that is supported by evidence, developed in partnership with key stakeholders and flexible over time. The Strategy will assist Council in:

- Ensuring new communities have the right number and type of facilities to support the growth of football
- Prioritising investment in facilities that support the creation of vibrant and sustainable clubs
- Collaborating with clubs and associations to provide diverse participation opportunities
- Working in partnership with government, developers and AFL Victoria to fund and deliver priority projects

- Addressing legacy issues with existing facilities and clubs and ensuring equitable opportunities to participate locally.

This report presents the City of Melton Football (AFL) Strategy for Council consideration (**Appendix 1**).

2. Background/Issues

The Strategy

In 2020, Council developed the City of Melton Sports Facility Demand Strategy. This Strategy profiled 13 key sports that were considered a high priority for participation and infrastructure development across the City of Melton. A key outcome of the strategy was for sport specific strategies to be further developed to support community sporting groups to work in partnership with Council on future infrastructure planning and development and on club development / governance to continue to increase participation in the City of Melton. These strategies would support Councillors and Officers with their ongoing engagement with the local community.

The City of Melton Soccer Strategy has previously been completed and the City of Melton Football (AFL) Strategy has now been developed.

The City of Melton Football (AFL) Strategy 2022 (the Strategy) provides Council with a comprehensive guide for the future planning, development, governance, and growth of football across the municipality for the next 10 years.

Football is currently the 2nd most participated sport in the City of Melton with 2805 current active participants. Based on current population growth and participation rates, it is expected that an additional 1178 players and 47 teams will play in competitions across the region by 2032.

The Strategy is vital to support the continued growth of football as a recreation pursuit within the City of Melton. The Strategy will assist Councillors and Officers by providing a guide in the planning of new football facilities and redevelopment of existing facilities. The Strategy will also guide the activation of these facilities providing guidance on the establishment of new clubs and support required to ensure the sustainable development of existing clubs.

Methodology

The following methodology was undertaken to develop the Strategy:

- Stakeholder Engagement – Recreation officers consulted with five community football leagues, eleven local football clubs and AFL Victoria.
- Site Analysis – Recreation officers undertook an audit of existing facilities as per AFL Victoria compliance guidelines for facility provision and development.
- Project Brief – The project purpose and objectives were defined. A recreation planning consultancy was engaged to develop the Strategy.
- Background Research – Analysis of existing strategies, demographic review, participation analysis and benchmarking analysis.
- strategic Development – Issues and options analysis, develop the vision, strategic directions and framework for football in the municipality.
- Draft Strategy – Development of a Draft Strategy and Implementation Plan.
- Stakeholder Engagement – Engage with the football community, local clubs and the Recreation and Leisure Advisory Committee.
- Final Strategy – Development of the Final Strategy and presentation to the Executive and Council.

The Final Strategy outlines the vision for football in the City of Melton and strategic priorities for implementation. The strategy also emphasises the importance of strong relationships and partnerships with the community and sporting associations to continue to grow participation opportunities in football in the future.

Key Challenges

The Strategy identifies the following key challenges facing football in the City of Melton.

New Facilities: The level of population growth in the City of Melton necessitates the delivery of a significant number of new football facilities. Football participation is forecast to grow by 1178 competition participants and 47 competition teams over the life of the Strategy. By 2032, an additional 9 ovals are planned for delivery across 5 sites to meet demand. Facility development standards have been prepared to provide guidance during the planning and development of new facilities.

New Clubs: The activation of new facilities may require the development of up to four new football clubs by 2032. The strategy recommends developing football clubs at district-level facilities (two or more ovals), with the preference for new clubs to be developed in new communities rather than relocating existing clubs. A sustainable club development model has been prepared to help guide on and off-field club planning and new club establishment.

Super Clubs: Super clubs was a concept developed by the key State Sporting Associations through the development of the City of Melton Sports Facility Demand Strategy. Three 'Community Football Super Clubs' have emerged in the City of Melton and are defined in community football with 420 or more participants. Super clubs may lead to uneven competitions, volunteer burnout, excessive travel, disconnection from local facilities, lower social connection and ground allocation issues. The model for sustainable participation suggests approximately 4-6 senior teams, 8-10 junior teams and entry level programs at each club. The level of growth of super clubs should be monitored and smaller clubs and newly established clubs supported to grow sustainably.

Oval Lighting: Council provides lighting for all its ovals, primarily to minimum 50 lux training standard. Overall standards to meet a minimum 100 lux on senior sized home club grounds will need to be considered to maximise capacity, and existing metal halide systems will eventually require conversion to LED as a more sustainable and cost-effective lighting solution.

Single-Oval Venues: As identified in the Sports Facility Demand Strategy, Council is managing a number of legacy facilities being single oval facilities. Half of the existing football facilities are single-oval venues, which can limit opportunities for clubs to grow. All club home facilities in new communities should be located at district level (two oval) sites to allow for sustainable growth. There may be instances where Council needs to work with clubs based at single-oval facilities to identify new and suitable venues to which they can be relocated to support sustainability. A framework has been prepared to help guide discussions around opportunities to relocate existing clubs based at single-oval venues to multi-oval venues to support long-term club sustainability.

Pre-Season Creep: Issues occur when football clubs are seeking pre-season training spaces and occupy grounds and ovals that are allocated to cricket clubs. With participation in both cricket and football projected to grow over the next 10 years, identifying opportunities and locations to cater for pre-season football training and overflow use will be important.

Implementation

- The Strategy provides a series of resources to support its delivery, including:
- Strategic Framework: Outlining the vision for football in the City of Melton and four strategic priorities for implementation.
- Football Governance Framework: Outlining the roles Council, government, football, and community stakeholders play in the implementation of the Strategy.

- Sustainable Planning Framework: Outlining the stages of planning, delivery and activation of new facilities.
- Sustainable Club Development Model: Providing guidance for on and off-field club planning and new club establishment.
- Implementation Plan: Outlining short, medium and long-term recommendations for all strategic priorities.
- Single-Oval Venue – Club Sustainability Framework: Providing guidance for discussions around opportunities to relocate existing clubs based at single-oval venues to multi-oval venues.
- Facility Development Standards: Providing guidance during the planning and development of football facilities that will inform Council's Community Infrastructure Plan.

3. Council and Wellbeing Plan Reference and Policy Reference

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

1. A safe City that is socially and culturally connected

1.4 A City that promotes positive public health and wellbeing outcomes to our community.

4. Financial Considerations

The strategy includes a proposed Infrastructure Plan for Football in Melton over the next 10 years. The Implementation Plan has been developed considering Council's draft 10 Year Infrastructure Plan, facility inspections and audits undertaken and engagement with the football community. The Infrastructure Plan for Football will be used to help identify and prioritise projects for consideration in Council's annual and long-term capital works programs.

The Infrastructure Plan for Football provides a prioritised plan for up to \$65 million of investment into multipurpose greenfield sites that will host football, along with other seasonal sports, and approximately \$13.7 million of investment into the upgrade of existing facilities over the next 10 years.

5. Consultation/Public Submissions

The City of Melton Football Strategy has been influenced and informed by the outcomes of consultation with football stakeholders to understand their expectations, challenges and opportunities for growth.

In the development process of the Draft Strategy, engagement with all community football leagues and clubs within the City of Melton. AFL Victoria was undertaken to support the development of this Strategy.

Once drafted, feedback on the Strategy was sought during a three-week public exhibition period from 30 September to 21 October 2022. Details of the public exhibition period and an invitation to make a submission were sent via email to:

- All eleven football clubs based in the City of Melton;
- All 88 sport and recreation clubs and community groups which use a Council recreation or leisure facility on a regular basis;
- Five community football leagues and AFL Victoria; and
- The Recreation and Leisure Advisory Committee.

Feedback was captured via an electronic submission form hosted on 'City of Melton Conversations', Council's online community engagement website. A full copy of the Draft Strategy was made available to download.

Five submissions were received during the exhibition period and considered as part of the development of the Final Strategy.

A summary of the collated feedback provided includes:

- Positive feedback on the content and presentation of the Strategy. Community informed very easy to follow with clear recommendations.
- Concern raised that development of new clubs may potentially impact on the sustainability of existing clubs. Existing clubs should be prioritised over the development of new clubs. This feedback was noted. The Strategy supports the sustainable growth and development of all (existing and new) clubs. The Strategy recognises the need to establish new clubs in new communities to help grow a diverse football community and address issues resulting from the emergence of super clubs. The State Sport Associations will be partnered to drive growth of the sport in the City.
- A conflict highlighted in the Draft information on the timing recommended for the delivery of Deanside Recreation Reserve. A minor amendment was made to the Final Strategy.
- One submission recommended the focus should be on player development and fun over competition. This submission also raised concerns over the sustainability of local clubs and leagues and called for greater support from governing bodies and government. This feedback was noted. The Strategy provides guidance for on and off-field club planning and development. Supporting vibrant, sustainable and welcoming clubs is a key strategic priority identified within the Strategy. Officers agree with advocacy for greater support from key governing partners.
- One submission highlighted a number of maintenance issues at one of the reserves. This submission also stated that the social rooms at a specific Reserve are not sufficient to meet club needs and that there are insufficient facilities to cater for netballers at the same facility. The maintenance issues have been noted for action to have these addressed with user groups advised. The feedback on the standard of facilities has been noted. The size of the facilities complies with the AFL Victoria's Preferred Facility Guidelines for local community sport. An extension has not been recommended in the 10-year life of this Strategy. Whilst the planning for the provision of netball facilities is outside the scope of the Strategy, it is an important issue, and this will be considered during the development of a City of Melton Netball Strategy.

Following the presentation of the City of Melton Football (AFL) Strategy at the 12 December Ordinary Meeting of Council, Officers will continue to engage with the community and commit to:

- Close out engagement with the football community within the City of Melton, leagues along with AFL Victoria the Recreation and Leisure Advisory Committee and those that made a submission that the Strategy has been finalised. All stakeholders will be acknowledged for their valuable contribution into that Strategy and informed that access to the Strategy is available via Council's website. A copy of the strategy will be provided to all City based clubs.
- All those that made a submission will be provided with a response to their feedback and invited to meet with Officers to discuss their submission and the Strategy.
- Meet with AFL Victoria and key funding bodies to drive collaboration in the implementation of the strategy.

6. Risk Analysis

Nil.

7. Options

That Council note the report as per Officer recommendation.

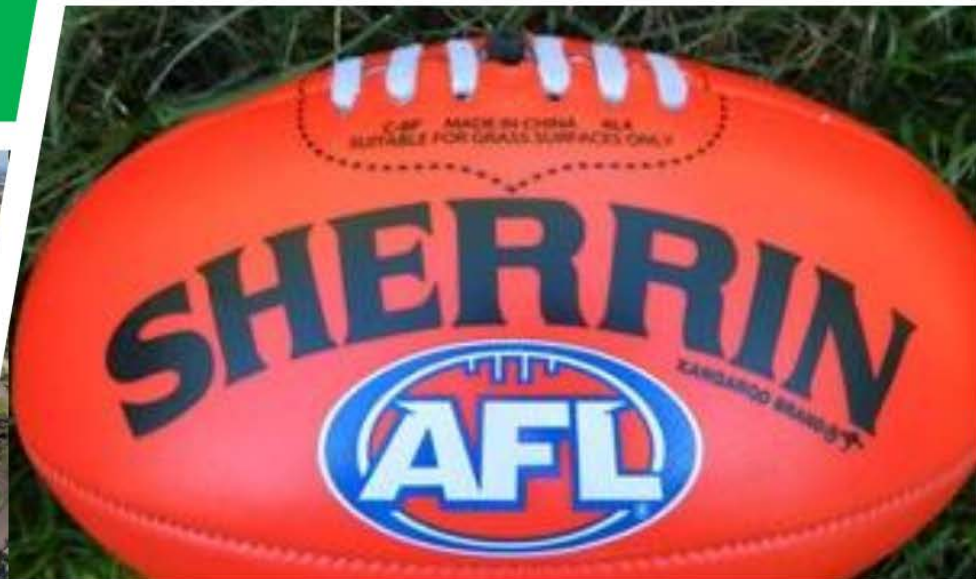
LIST OF APPENDICES

1. City of Melton Football (AFL) Strategy 2022 - dated November 2022



City of Melton Football (AFL) Strategy 2022

November 2022



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EXECUTIVE SUMMARY

The City of Melton Football (AFL) Strategy 2022 aims to diversify and grow Australian Rules Football (football) participation across the municipality through the provision of high-quality facilities and participation opportunities and competitions for all.

The Strategy provides Council with a comprehensive guide for the future planning, development, governance and growth of football over the next 10 years.

The City of Melton is one of Australia's fastest growing municipalities, with the development of new communities creating opportunities to grow football.

With the rate of population growth within the City of Melton driving participation, Council must focus on delivering the facilities required to cater for demand and establishing new football clubs to activate facilities. In addition to this, existing football clubs must be supported through facility renewal and upgrade in order to continue to drive and diversify participation opportunities for the established communities they support.

Based on current forecasting and City of Melton sports facility demand planning, Council is aiming to deliver nine additional ovals for football and cricket use across five sites in the Eastern and Western Corridors between 2022 and 2032. This level of new football infrastructure provision will be required to support the 1,170+ additional footballers projected to play across the City in an estimated 47 new competition teams.

The activation of new facilities will require the development of up to four new football clubs in the municipality by 2032. New clubs and facilities are planned in both the Western and Eastern Corridor with delivery required in the short-term.

The Strategy recommends developing new football clubs at district-level facilities with two or more ovals, with the preference for local clubs to be developed rather than relocating existing clubs. Club relocation options may also be a consideration where established clubs at single oval sites are exceeding their capacity.

The next 10-years provides a significant opportunity to capitalise on the recent growth and diversification of football and ensure priority actions are implemented to sustain its future.

The scale of planning, construction and development required to support football across the City over the next decade is significant. This strategy provides a prioritised implementation plan for \$65 million of investment in multi-use facilities that accommodate football, other seasonal sports (i.e. cricket) and community recreation activities.

In addition to greenfield development, \$13.7 million of investment into the upgrade of existing multipurpose sporting facilities is also identified over the short-term, supported by Council's sportsground, lighting and ball protection infrastructure upgrade and renewal programs.

The Strategy provides a series of resources to support its delivery, including:

- **Strategic Framework:** Outlining the strategic priorities for implementation.
- **Football Governance Framework:** Outlining the roles of Council, government, football and community stakeholders.
- **Sustainable Planning Framework:** Outlining the stages of planning and delivery for new facilities.
- **Sustainable Club Model:** Outlining the ideal club structures for new and sustainable clubs.
- **Implementation Plan:** Outlining the short, medium and long-term recommendations.

The collective implementation of this Strategy by all partners will help to deliver the long-term vision for football of:

"a growing and diverse sport that strengthens the physical, social and mental health of our community through participation and inclusion"

To ensure that all identified opportunities are realised, the City of Melton, AFL Victoria, Leagues, Clubs and the broader football community must work together to deliver outcomes that will support the City of Melton's next generation of players, volunteers, officials and administrators.

PROJECT BACKGROUND

Project Background

The City of Melton Football (AFL) Strategy 2022 has been developed to outline the strategic priorities and actions that will support the diversification and sustainable growth of football across the municipality.

The Strategy is supported by range of data and evidence collated by the City of Melton, including consultation with the football community and key stakeholders, facility audits, Council plans and strategies, participation data and demographic profiling.

The City of Melton engaged specialist consultants to analyse all relevant information and establish strategic directions for football within the municipality between 2022 and 2032.

The Strategy is underpinned by Council's vision – A vibrant, safe and livable City accessible to all. It has been developed to align with Council's broader planning for community infrastructure and the development of new communities in growth areas.

It has also been prepared in alignment with the City of Melton Cricket Strategy 2022 due to the shared nature of future proposed football and cricket infrastructure.

The amount of growth and change likely to be experienced across the municipality by 2032 is significant. The Strategy has been developed to plan for change, providing Council with directions that are supported by evidence and flexibility overtime.

The development of the City of Melton Football (AFL) Strategy 2022 supports the community by:

- Ensuring new communities have the right number and mix of facilities to support participation in football now and through its growth over time.
- Planning the right mix and ensuring that all venues provide a quality experience for all users.
- Investing in facilities that support the creation of vibrant and sustainable clubs.
- Working in partnership with government, developers and AFL Victoria to fund and deliver priority projects.
- Collaborating with clubs and leagues to provide diverse participation opportunities.
- Supporting existing clubs through facility renewal programs and club development resources.
- Addressing legacy issues and growing pains with existing facilities and clubs, ensuring equitable opportunities to participate locally.



Image: Burnside Heights Recreation Reserve

CITY OF MELTON COMMUNITY PROFILE

About the City of Melton

The City of Melton is one of Australia's fastest growing municipalities, located in Greater Melbourne's western metropolitan growth corridor approximately 40 kilometres from Melbourne's CBD.

The City of Melton's population is split between two primary residential areas in the eastern and western areas of the City, with a central growth corridor generating population growth in the medium to long term.

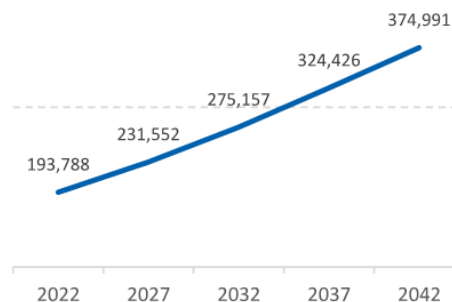
The total population of the City of Melton will grow from 193,788 in 2022 to 275,157 in 2032, representing 42% growth over the ten-year lifespan of this Strategy. The City will grow to 448,053 to 2051, representing 131% growth.

Based on the percentage of population change 2018-2019, The City of Melton is Australia's fourth fastest growing local government authority, with 5.2% annual growth.

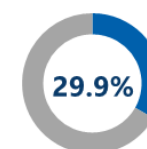
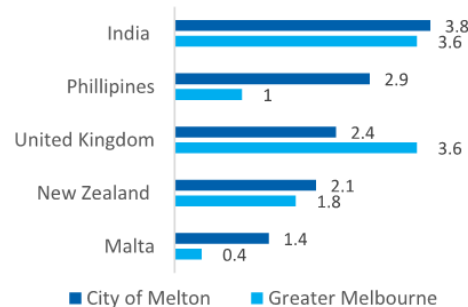
Melton is a multicultural community, with 29.7% of residents born overseas and 32.1% of residents speaking a language other than English at home. India represents the largest cohort of overseas born residents (3.8%), followed by the Philippines (2.9%), United Kingdom (2.4%), New Zealand (2.1%) and Malta (1.4%).

The age profile is younger than the average for Greater Melbourne, with higher proportions of 0-4-year-olds, 5-11-year-olds, 12-17-year-olds and 35-49-year-olds. This age profile is consistent with a community that consists of a high proportion of young families.

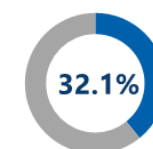
Population Forecast 2022-2042



Residents Born Overseas (%)

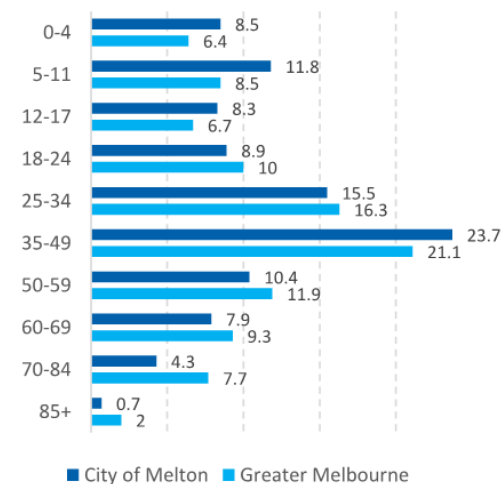


Residents Born Overseas



Speak Language Other Than English At Home

Service Age Groups (%)

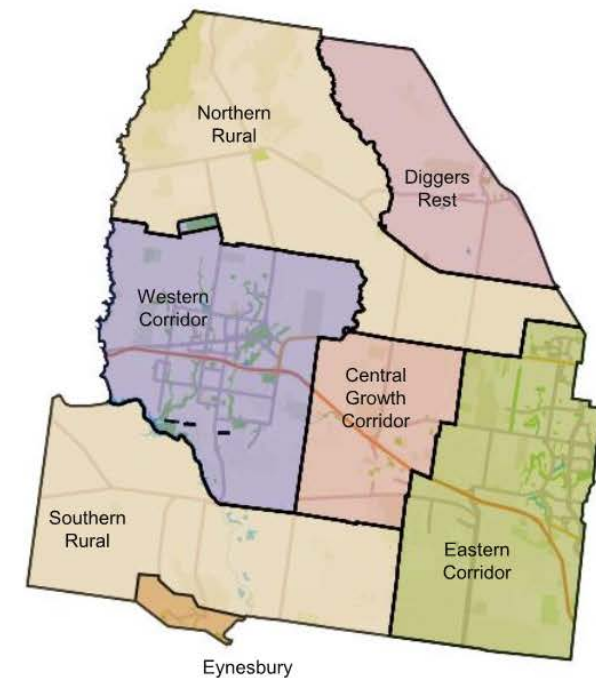


PLANNING FOR GROWTH

The City of Melton will grow primarily through the Western, Central Growth and Eastern Corridors between 2022 and 2032, providing opportunities to establish new football facilities and clubs.

About the City of Melton

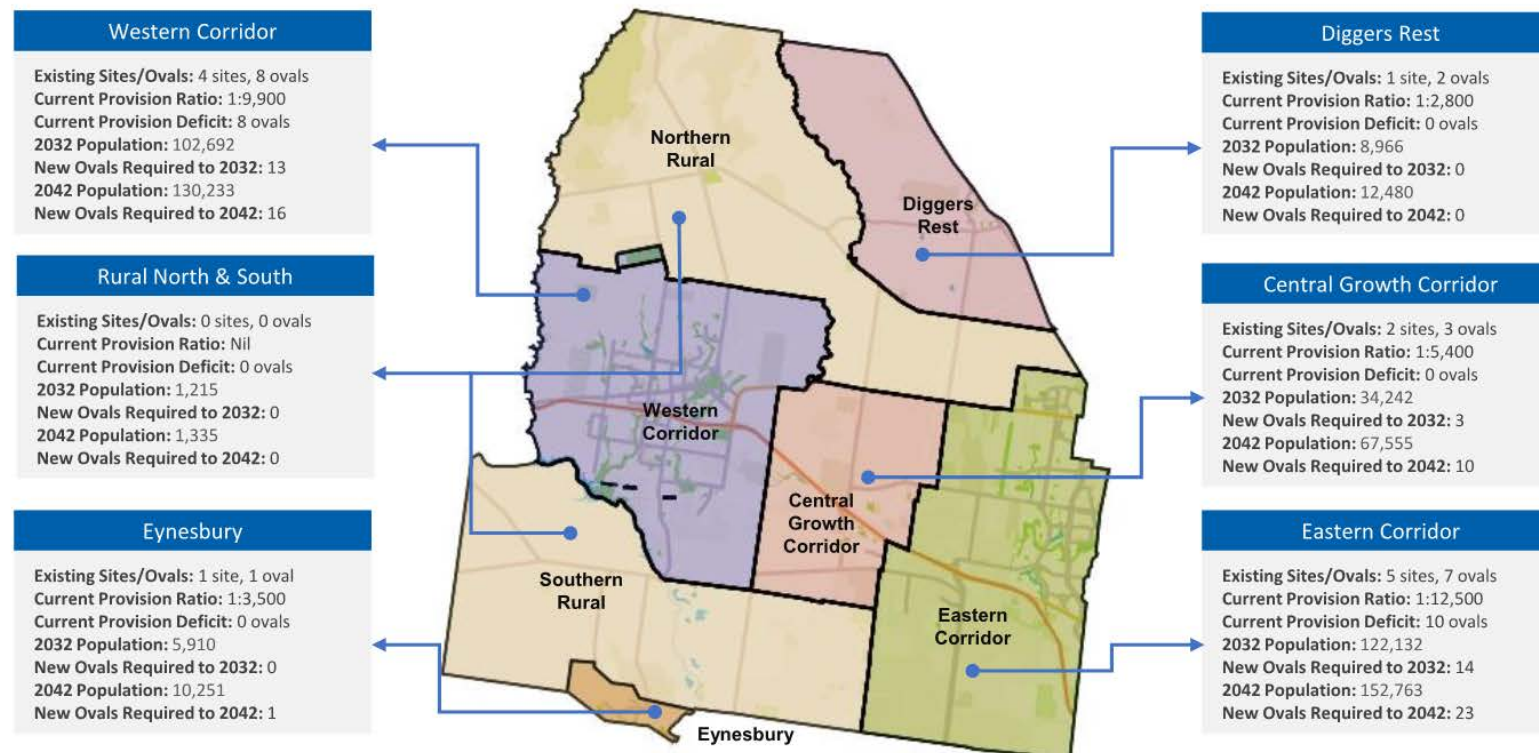
PRECINCT	SUBURBS	2022 POPULATION	2032 POPULATION	2022-2032 % GROWTH	2042 POPULATION	2022-2042 % GROWTH
Eastern Corridor	Burnside, Burnside Heights, Caroline Springs, Deanside, Fraser Rise, Hillside, Taylors Hill, Truganina-Ravenhall	87,662	122,132	39.3%	152,763	74.3%
Western Corridor	Brookfield, Cobblebank-Strathulloh, Harkness, Kurunjang, Melton, Melton South, Melton West, Weir Views	79,760	102,692	28.8%	130,233	63.3%
Central Growth Corridor	Aintree, Bonnie Brook, Fieldstone, Grangefields, Rockbank, Thornhill Park	16,189	34,242	111.5%	67,555	317.3%
Diggers Rest	Diggers Rest	5,575	8,966	60.8%	12,480	123.9%
Eynesbury	Eynesbury	3,475	5,910	70.1%	10,251	195.0%
Southern & Northern Rural	Southern & Northern Rural	1,127	1,215	7.8%	1,335	18.5%
TOTAL		193,788	275,157	42.0%	374,991	93.5%



PLANNING FOR FUTURE FOOTBALL FACILITY PROVISION

Sports facility demand planning undertaken by the City of Melton aims to provide one football (AFL) oval for every 5,000 persons as a standard benchmark based on participation ratios to ensure all residents have access to local football participation opportunities. At the time of writing in 2022, the municipal provision ratio of football fields was one oval to 9,220 residents. The infographic below outlines the existing provision, current provision deficit and the number of new ovals required to meet the one to 5,000 ratio in each precinct by 2032 and 2042.

Planning Context

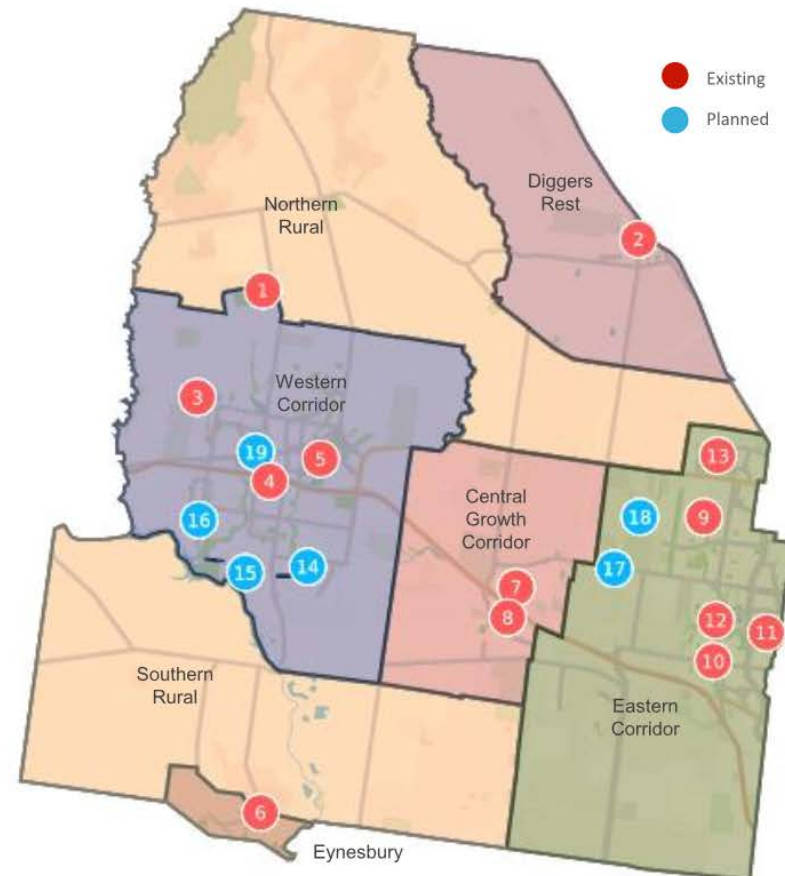


PLANNED FOOTBALL FACILITY PROVISION 2022-2032

EXISTING SITES	PLANNED NEW SITES 2022-2032
Southern & Northern Rural	0 new ovals planned
1. MacPherson Park Recreation Reserve (3 ovals) - services Western Corridor	Nil
Diggers Rest	0 new ovals planned
2. Diggers Rest Recreation Reserve (2 ovals)	Nil
Western Corridor	5 new ovals planned
3. Arnolds Creek Recreation Reserve (2 ovals)	14. Bridge Road Recreation Reserve (1 oval)
4. Blackwood Drive Recreation Reserve (2 ovals)	15. Toolern Playing Fields 1 Hub 1 (2 ovals)
5. Melton Recreation Reserve (1 oval)	16. Brookfield Recreation Reserve (2 ovals)
Eynesbury	0 new ovals planned
6. Eynesbury Recreation Reserve (1 oval)	Nil
Central Growth Corridor	0 new ovals planned
7. Frontier Recreation Reserve (2 ovals)	Nil
8. Ian Cowie Recreation Reserve (1 oval)	
Eastern Corridor	4 new ovals planned
9. Boronia Drive Reserve (1 oval)	17. Deanside Sports Reserve (2 ovals)
10. Brookside Recreation Reserve (1 oval)	18. Plumpton Sports Reserve (2 ovals)
11. Burnside Heights Recreation Reserve (2 ovals)	
12. Caroline Springs Recreation Reserve (2 ovals)	
13. Hillside Recreation Reserve (1 oval)	

Note:

#19 - Melton Secondary College (1 synthetic oval) is also identified for development, however this oval sits outside of Council's growth planning.



STAKEHOLDER CONSULTATION

The City of Melton Football (AFL) Strategy 2022 has been influenced by the outcomes of consultation with football stakeholders to understand their expectations, challenges and opportunities for growth.

Council consulted with:

Five community football leagues:

- Riddell District Football Netball League (RDFNL)
- Ballarat Football Netball League (BFNL)
- Essendon District Football League (EDFL)
- Western Region Football League (WRFL)
- Riddell Umpires Association

Eleven football clubs:

- Burnside Heights FC, Caroline Springs FC, Eynesbury FNC, Hillside FC, Melton FNC, Melton Junior FNC, Melton Centrals FNC, Melton Centrals Junior FNC, Melton South FNC, Melton South Junior FNC, Rockbank FNC (Western Rams)

AFL / AFL Victoria staff

- AFL Facilities Planning & Investment Lead
- AFLV Facilities & Government Manager
- AFL Goldfields Football Development Manager

The adjacent tables summarise the key themes raised by stakeholders.

City of Melton Football (AFL) Strategy 2022

KEY CONSULTATION THEMES			
	FACILITIES	PARTICIPATION	OPPORTUNITIES
AFL & AFLV, AFL GOLDFIELDS	<ul style="list-style-type: none"> Preference for new venues to provide multiple ovals, match capable lighting, synthetic surfaces 	<ul style="list-style-type: none"> Focus on growing and building local Auskick programs and connectivity to schools. Growing participation and involvement of females, multi cultural communities, juniors. 	<ul style="list-style-type: none"> Consider select venues providing dedicated football use 12-months of the year, cater for talent pathways
LEAGUES	<ul style="list-style-type: none"> All Leagues keen to understand planning and support new clubs for their competition(s) 	<ul style="list-style-type: none"> Consolidate pre-Covid participation growth, existing competitions and build club capacity 	<ul style="list-style-type: none"> Accommodating female football growth, managing transition to seniors, completing full female pathway Guidance from AFLV on club development programs, new club growth, school engagement
FOOTBALL CLUBS	<ul style="list-style-type: none"> Some facilities ageing and in need of renewal Larger clubs wanting more access to more grounds, particularly new facilities coming online Ensure provision of lighting to meet match capable standards where night competition exists Outgrowing of social rooms as clubs expand, need for increased social room sizes Limited "around ground" car parking impacting spectator attendances Desire for netball to be developed with EDFL Clubs, requiring courts to be provided Netball courts associated with Football-Netball Clubs failing to meet needs in terms of location 	<ul style="list-style-type: none"> Capitalising on recent growth in female football, consolidating teams Retention of participants in juniors and seniors remains stable (particularly post Covid impacted seasons) Some clubs have capacity to grow participant numbers, but feel constrained by facility access Aspirations of clubs to continue to grow their junior boys and girl's teams and Auskick programs 	<ul style="list-style-type: none"> The changing role of AFLV club development staff is impacting service delivery and clubs are still seeking continued support Evolution of club governance structures to consolidate sporting teams, seniors and juniors Some hesitation around the locations of proposed new clubs, particularly around larger established clubs Recruiting and retaining volunteers continues to be a challenge for clubs

PARTICIPATION CATCHMENT - 2021 REGISTERED PARTICIPANTS

Football in the City of Melton

Participant mapping of all 2021 registered club football players and Auskick participants has been undertaken for City of Melton based clubs and for all registered players residing within the municipality.

Key insights and likely influences related to information presented on this page are provided on pages 12/13 and in Appendix 3.

NON-CITY OF MELTON PLAYER MIGRATION

Club players living outside City of Melton, playing at Melton based clubs

655 (23.3%)

Top locations where players travel from:

City of Brimbank (37%)
City of Hume (22%)
Moorabool Shire (10%)
City of Wyndham (9%)

CITY OF MELTON BASED CLUBS

2021 City of Melton club players

2,805

Club players living and playing in City of Melton

2,150

% of club players living and playing in City of Melton

76.7%

SENIOR 56.9% / JUNIOR 83.3%

2021 Auskick participants

750

% of Auskick participants living and playing in City of Melton

92.7%

CITY OF MELTON RESIDENTS

2021 Club players – all clubs

3,701

Melton residents playing football with clubs outside the City of Melton

975

% of Melton residents playing club football outside City of Melton

26.3%

Top clubs where City of Melton residents play (outside the municipality)

Keilor FC
St Albans FC
Taylors Lakes FC
Albanvale FC
Bacchus Marsh FNC

PARTICIPATION TRENDS

Football in the City of Melton

The following participation trends have been identified through the analysis of participation data and competition teams (See Appendix 3).

Football remains one of the most popular sports in the City of Melton, despite it not growing at the same pace and popularity of some other sports.

Between 2015 and 2019, football experienced more than 30% growth in localised participation, primarily as a result of new female football and Club 18 competitions and growth in Auskick.

Despite the impact of COVID-19 during 2020 (no play recorded) and 2021 (partial season completed), football has been able to recover in the short-term, but not yet back to its 2019 peak, losing around 3% of club participation between 2019 and 2021.

Since returning to competition, football has maintained between 95-100 teams across all Melton based clubs. Its club base has also grown by 26% since 2015, despite the Covid interruptions.

Whilst player participation has continued to grow in the City of Melton, the percentage of residents playing football remains lower than the Victorian average football participation rate.

PARTICIPATION GROWTH

- Club based football participation within the City of Melton (including Auskick) increased by 931 participants between 2015 and 2019.
- This represents 35% growth across the City.
- 2021 participation suffered a 1.2% decline from the peak in 2019.

JUNIOR PARTICIPATION

- In season 2022, junior participation (teams aged U8-14) contributed 48% of all registered teams.
- Junior boys account for 44% of all male club participation.
- Youth teams (U15-19) accounted for a further 26%.
- 2022 team numbers are consistent with 2021 team numbers.

AUSKICK PARTICIPATION

- In 2019, 695 children participated in Auskick programs at 13 clubs
- 19% of the 695 (135) were girls, which is consistent with the national average.
- Auskick participation grew to 750 in 2021.
- Eastern Corridor Auskick Centres typically had higher than average numbers above 75.

FEMALE PARTICIPATION

- In season 2021, a total of 592 women and girls (21% of total) represented clubs in 18 competition teams.
- Numbers have grown four-fold from 135 in 2015 to a peak of 597 in 2019.
- Season 2022 club based registrations were 592.

SENIOR PARTICIPATION

- Senior teams provide 24% of all teams at City of Melton based clubs,
- 33% of registered club players are seniors, with a total of 934 senior footballers in season 2021 (males contributing 81%).
- Senior Men's team numbers have remained consistent since 2015.
- Some reduction in Club 18 (-3) and Senior Women's teams (-3) has been reported post Covid.

LOCAL GOVERNMENT BENCHMARKING

- Based on season 2021 registered AFL Victoria player data (community club and Auskick participants), the City of Melton ranked 22nd out of 79 LGAs in terms of total participants.
- The LGAs surrounding the City of Melton ranked as follows: Hume (11th), Wyndham (18th), Macedon Ranges (30th) and Brimbank (36th).

PARTICIPATION INSIGHTS

Participation Growth

Community football participation was tracking strongly to 2019, with historical annual growth evident between 2015 and 2019. The Covid-19 impacted seasons of 2020 and 2021 slowed this growth with limited community football played over this time.

Season 2022 (while not yet complete) has seen community football participation stabilise, consistent with 2021 participation.

Based on current population growth and participation rates, it is expected that an additional 1,178 players and 47 new teams will play in competitions by 2032 (refer analysis on page 14). This is an estimated 50+% growth in team numbers from 2021 levels, at an average rate of 4-5 additional teams per year.

Player Migration

Player migration in and out of the City of Melton has been analysed to determine the proportion of Melton residents seeking football outside of the City (migration out) and non-City of Melton residents playing football at Melton-based clubs (migration in).

While players may “migrate” in and out of the municipality to play, there are many opportunities for local residents to play football – all levels, all ages, all genders.

Notably, 83% of junior players playing at City of Melton based clubs live within the City of Melton. This strengthens the need to develop local clubs in local communities.

A high proportion (76%) of footballers playing at City of Melton based clubs live locally within the City of Melton. Metropolitan averages are typically around 60%. Diggers Rest (28%) and the Western Rams (37%) have the fewest City of Melton residents playing within their clubs, drawing in the most players from outside the municipality.

Reasons for player migration generally relate to finding appropriate levels of competition, playing with friends/family or remaining with their existing club if they have recently moved to or out of the City of Melton.

Ensuring that residents can easily access football participation opportunities to suit their age, level of ability and preferred formats, within close proximity, will limit the need for residents to travel outside of the municipality to play the game at the community level.

Super Clubs

‘Super clubs’ a concept identified in Council’s sports facility demand planning, are clubs that have grown to a large number of teams due to geographic spread into new residential areas beyond their district catchment. The City of Melton currently has three ‘super clubs’ that each have more than 420 club competition participants (excluding Auskick).

Each ‘Super Club’ is located in the Eastern Corridor and represent 50% of all registered players within the City of Melton.

Super clubs may lead to uneven competitions, excessive regular travel for families, volunteer burnout, disconnection from local facilities, lower levels of club and social connection and ground capacity or overuse issues.

The model for sustainable participation and clubs suggests approximately 4-6 senior teams, 8-10 junior teams and entry level programs at each club. This provides for an estimated range of 300-400 club participants.

Council and Football Leagues should monitor the level of growth of super clubs and support smaller clubs and newly established clubs to grow sustainably. The emergence of super clubs in established communities strengthens the need to establish new clubs as the City continues to grow.

Junior and Female Participation

Nationally and across Victoria, playing trends are changing through focused efforts to grow participation by girls and women, primarily through flexible team sizes for juniors and modified game formats. These changing trends will continue to impact the demand for football and associated facilities.

While female participation in the City of Melton has developed from a low base, it has grown by over 570% since 2015 and now represents 21% of community football participants (this is slightly higher than the Victorian average of 19%).

PARTICIPATION INSIGHTS

Football in the City of Melton

Demand Versus Planned Supply

The football clubs based in the Eastern Corridor represent 50% of all players registered with City of Melton based clubs and 55% of registered teams. The 1,395 players (season 2021) had access to 6 competition standard ovals, equating to more than 230 players per oval. This exceeds AFL Victoria's ground sustainability model of 175 players per oval.

Four new ovals at two new locations are planned within the Eastern Corridor in the medium term. However, the demands and pressure on existing facility use in the Eastern Corridor is reaching a point of exceeding adequate supply levels.

This is in part due to the three 'super clubs' operating within the area, but also as a result of strong-well managed clubs, a diversity of participation opportunities, an established residential catchment and growing numbers of children in the local area.

In comparison, Western Corridor based clubs represent 964 participants, accessing 8 existing ovals, equating to 120 players per oval. Four new ovals (including a synthetic oval at Melton Secondary College) are planned for short-term delivery.

Two ovals were delivered in 2018 at Frontier Recreation Reserve, with a local Auskick program migrating into the facility in 2022. No new football clubs have been formed within the City of Melton in the past decade. The last club formed was the Eynesbury Football & Netball Club, which was officially established in 2012.

There is a need for newly developed ovals to become the central point of congregation and focus for sporting club development in these areas. Engaging local communities within new spaces, creating a sense of ownership and linking new residents to activities and the local school community will be required in the future.

Pre-season Creep – Football Impact

Increasing training regimes of football clubs and desire to use multi-purpose facilities year-round has resulted in conflicts of use between clubs and user groups. All football ovals within the City of Melton are also used for cricket in the summer, creating 12-months of the year use. This also limits the ability to facilitate ongoing and seasonal maintenance works due to limited downtime in use.

Issues occur when football clubs are seeking pre-season training spaces and occupy grounds and ovals that are allocated to cricket clubs. Cricket clubs are also seeking to access practice facilities from late August and early September while football clubs have spaces allocated for winter use.

The AFL (via its Australian Football Match Policy) recommends the following framework when setting pre-season and regular season training programs. It has been based on advice provided from experts involved in the ongoing study of skill acquisition and training and performance principles.

AGE GROUP	PRE-SEASON SESSIONS	IN-SEASON SESSIONS	LENGTH OF SESSIONS	FOCUS
U8-11	4-6 sessions	1 per week	60 min	Fun Skill
U12-14	6-8 sessions	2 per week	75 min	Skill Team play Fitness
U15-16	8-10 sessions	2 per week	75 min	Skill Team play Fitness Tactical
U17-18	10-12 sessions	2 per week	75-90 min	
Senior	15-20 sessions	2-3 per week	90 min	

With participation in both cricket and football projected to grow over the next 10 years, identifying opportunities and locations to cater for pre-season football training and overflow use will be important. The introduction of synthetic ovals at MacPherson Park Recreation Reserve and Melton Secondary College will also assist to alleviate some pre-season football demands.

PARTICIPATION PROJECTIONS TO 2032

Participation in football is projected to grow by an estimated additional 1,178 players and 47 teams by 2032.

In projecting future football participation across the municipality, the following analysis and assumptions have been made:

- Football club demand will be the key driver of facility needs, and as such an assessment of current and projected club and team numbers has been developed.
- Analysis excludes Auskick participants as this program is not considered a primary driver of competition capable facilities that are outlined in this Strategy.
- In projecting football participation and demand for the next 10 years, 2021 registered City of Melton based club player numbers (excluding Auskick) equate to an average of 1.45% of the 2022 population.

The table attached shows that player numbers will increase by approximately 1,178 players and 47 teams by 2032 (48% team growth over 10 years). This is based on an average team size of 25 players per team. These forecasts are conservative and exclude Auskick program participants.

The Eastern and Western Growth Corridors are projected to provide 70% of football's growth to 2032.

PRECINCT	POPULATION				CLUB PLAYERS (2021)			POTENTIAL ESTIMATED GROWTH (2032)			
	2022	2032	10 YEAR GROWTH	10 YEAR % GROWTH	CLUB PLAYERS 2021 ^[1]	CLUB TEAMS 2021	CLUB PARTIC. RATE ^[3]	PLAYER GROWTH	TOTAL PLAYERS BY 2032	TEAMS GROWTH ^[2]	TOTAL TEAMS BY 2032
Eastern Corridor	87,662	122,132	34,470	39.32%	1395	54	1.59%	549	1,944	22	76
Western Corridor	79,760	102,692	22,932	28.75%	964	31	1.21%	277	1,241	11	42
Central Growth Corridor	16,189	34,242	18,053	111.51%	150	5	0.93%	167	317	7	12
Diggers Rest	5,575	8,966	3,391	60.83%	180	5	3.23%	109	289	4	9
Eynesbury	3,475	5,910	2,435	70.07%	116	3	3.34%	81	197	3	6
Southern & Northern Rural	1,127	1,215	88	7.81%	-	-	-	-	-	-	-
TOTAL	193,788	275,157	81,369	41.99%	2,805	98	1.45%	1,178	3,983	47	145

[1] Club player numbers for 2021 have been provided via AFL registration databases and relate to players registered at City of Melton based clubs. They exclude Auskick participants.

[2] AFLV provides an average player-per-team ratio of 25 players. This covers all teams, squad sizes and fluctuations between senior, junior and Club 18 numbers. In 2021, the local club average registered player to team ratio (all teams, all clubs) was 28 players per team.

[3] Club participation rate is calculated by dividing the number of club players by the corresponding precinct population. It considers all players as being based at a club location and does not consider the residential location of players.

FOOTBALL FACILITY HIERARCHY

Football in the City of Melton

Football facilities in the City of Melton should align with Council's facility hierarchy and provision standards to ensure suitability for the level of use at each site.

Sports facility demand planning undertaken by the City of Melton established a two-tiered hierarchy and associated standards for use during the planning and development of football facilities across the City.

The facility development standards are outlined in further detail in **Appendix 6**.

To enable clubs to grow sustainably and provide local football participation opportunities, new football club home venues should be located at district level sites with two ovals.

A list of existing football venues is provided on page 16, outlining the hierarchy level, facility provision and use by clubs as home and secondary venues.

HIERARCHY	DEFINITION
District	<p>District level football facilities are designed and maintained to cater primarily for club training and competition. They are typically the 'headquarters' (or home) facility for clubs.</p> <p>Facilities are generally multi-purpose, sharing primarily with other seasonal sports such as cricket. Facility provision allows for clubs to grow sustainably and host club training, competition, administration and social activities at a central venue.</p> <p>New facilities that provide opportunities for new club formation should align to the district level hierarchy provision.</p> <p>The majority of football facilities (current and proposed) in the City of Melton will be district level football facilities.</p>
Regional	<p>Regional level football facilities are designed to cater for participation, events, finals and programming that services a municipal size catchment.</p> <p>Facilities are generally multi-purpose and provision standards are generally higher than district level facilities to cater for higher level competitions and events (e.g. League finals).</p> <p>Regional facilities may also act as a home venue for a local football club.</p>

FOOTBALL FACILITIES IN THE CITY OF MELTON

Football in the City of Melton

The City of Melton currently provides 21 ovals (90% floodlit) across 13 sites for football use.

Football facilities are traditionally based around home grounds for existing clubs, with some additional access provided for overflow or training needs of clubs.

The existing football venues represent an even proportion of single and multi-oval sites, with six single and seven multi-oval sites.

MacPherson Park Recreation Reserve is the designated regional venue, having recently undergone a \$13.3M redevelopment. It also provides the only AFL approved synthetic oval in the City (as at July 2022).

Single-Oval Venues

The existing football venues represent a relatively even proportion of single and multi-oval sites, with 6 single-oval and 7 multi-oval sites respectively.

A number of existing clubs operate from single-oval sites as their main home venue. These single-oval venues generally align with district level facility provision other than the number of ovals. Some clubs at single-oval venues require access to secondary venues to cater for training and competition fixturing requirements.

SITE	HIERARCHY	CLUB HOME VENUE	NO. OF OVALS	NO. LIT OVALS
MacPherson Park Recreation Reserve	Regional	Melton FNC Melton Junior FC Riddell Umpires Association	3	3
Arnolds Creek Recreation Reserve	District	Melton Centrals FNC Melton Centrals Junior FC	2	2
Blackwood Drive Recreation Reserve	District	-	2	1
Burnside Heights Recreation Reserve	District	Burnside Heights FC	2	2
Caroline Springs Town Centre Reserve	District	Caroline Springs FC	2	2
Diggers Rest Recreation Reserve	District	Diggers Rest FC Diggers Rest Junior FC	2	2
Eynesbury Recreation Reserve	District	Eynesbury FNC	1	1
Frontier Recreation Reserve	District	-	2	2
Hillside Recreation Reserve	District	Hillside FC	1	1
Ian Cowie Recreation Reserve	District	Western Rams Sporting Club	1	1
Melton Recreation Reserve	District	Melton South FNC Melton South Junior FNC	1	1
Boronia Drive Recreation Reserve	Secondary venue	-	1	1
Brookside Recreation Reserve	Secondary venue	-	1	1

KEY ISSUES AND OPPORTUNITIES

Key Issues & Opportunities



Population and Demographics

- **Population Growth:** The City of Melton is one of Australia's fastest growing local government authorities, creating opportunities to grow participation and build new clubs.
- **Growth Corridors:** Over the 10-year period to 2032, the City's Eastern and Western Corridors will account for 70% of the municipality's projected growth. These two Corridors currently accommodate 87% of Melton's football participation.
- **Demographic Profile:** The City's demographic profile consists of a high proportion of young families, with higher levels of 0-4 and 5-17 year-old age cohorts than the average for Greater Melbourne. This age profile will support the establishment of localised Auskick programs and growth of junior competitions.
- **Football Market:** ABS Census data indicated that between 2016 and 2021, the 5 to 39 year old age cohort (the primary football playing age) grew by 20,200 people or 26.6%. This represents a significant increase in the potential market for football participants.
- **Migration:** New residents migrating from overseas are predominantly coming from non-AFL-playing nations, with India (3.8% of total population), Philippines (2.9%), United Kingdom (2.4%) and New Zealand (2.1%) representing the top four countries of origin. Historically residents from these nations have been more responsive to sports including soccer and cricket. This higher presence of non-AFL-playing cultures could influence the overall demand for Australian Football locally.



Image: MacPherson Park Recreation Reserve

KEY ISSUES AND OPPORTUNITIES

Key Issues & Opportunities



Facilities and Infrastructure

- **New Facilities:** The level of population growth in the City of Melton necessitates the delivery of a significant number of new football facilities. By 2032, an additional 9 ovals are planned for delivery across 5 sites.
- **Synthetic Surfaces:** A new AFL approved synthetic playing field will be delivered at Melton Secondary College in 2023. MacPherson Park Recreation Reserve No. 3 oval also provides an AFL approved synthetic surface. Both venues create an innovative approach to providing overflow facilities and alleviating training ground demands.
- **Existing Facilities:** The City has 21 existing ovals used for football across 13 sites, with the majority of facilities rated as being in good-to-moderate condition. Historical and planned upgrades via Council's female friendly facility, sportsground, lighting and ball protection infrastructure renewal and improvement programs have helped to maintain the quality of existing facilities.
- **Single-Oval Venues:** Half of existing football sites are single-oval venues, which can limit opportunities for clubs to grow. It is important that Council not unnecessarily invest in the development of single-oval facilities for football. All club home ground facilities in new communities should be located at district level (two oval) sites to allow for sustainable growth. Single-oval facilities still play an important role in the overall provision of football facilities in the City of Melton, however, are best utilised as secondary venues for training and matches where there is insufficient capacity at a club's home ground.
- **Single-Oval Venues and Club Sustainability:** There may be instances where Council needs to work with clubs based at single-oval facilities to identify new and suitable venues to which they can be relocated to support club sustainability. There is currently no framework for considering the relocation of clubs from single-oval venues to support club sustainability.
- **Pavilions:** Council has implemented a program of improving player and umpire change amenities to better provide for and support female participants. This will contribute to improved access and all-round user experience.
- **Social Rooms:** Concerns expressed by growing clubs as to the standard size and capacity of social rooms and amenities. Some clubs are outgrowing their facilities, particularly those with 420+ members. Council's current standard provision for social spaces is up to 130m² for District level facilities. This level of provision exceeds the 100m² specified in the AFL's 2019 Preferred Facility Guidelines (for local level facilities) and will service most core club functions for match days and training activities.
- **Oval Lighting:** Council provides lighting for all its ovals, primarily to minimum 50 lux training standard and 100 lux community match standard on the majority of main ovals (where night competition exists). Overall standards to meet a minimum 100 lux on senior sized home club grounds will need to be considered to maximise capacity, and existing metal halide systems will eventually require conversion to LED.

KEY ISSUES AND OPPORTUNITIES



Participation & Pathways

Key Issues & Opportunities

- **State of Play:** Football is one of the most popular sports in Melton. After five seasons of significant growth between 2015 and 2019 (680 club players/31%) participation has experienced a 3.3% decline following multiple Covid impacted seasons in 2020, 2021 and 2022.
- **Team Numbers:** Seasons 2021 and 2022 has seen a stabilisation in club participation locally, with 98 registered teams in 2021 and 95 currently in 2022. Senior Men's team numbers have remained consistent over recent years, but some reduction in Club 18 (-3) and Senior Women's teams (-3) has been reported post Covid. These competitions were notably identified by clubs as previous areas of growth.
- **Female Participation:** Female participation has grown by 570% since 2015, from 88 players to 592 in 2021, with 7 clubs fielding 18 teams between them.
- **Player Migration:** A high proportion (76%) of footballers playing at Melton based clubs live locally within the City of Melton. Metropolitan averages are typically between 50%-60% of players that live and play locally within an LGA. Maximising local participation by building new clubs in new communities helps to support club sustainability and provide a pathway for players to progress within their local environment and community.

- **Optimum Sized Clubs vs Super Clubs:** There is a need to develop a Sustainable Club Development Model (refer to page 30) to guide the establishment, development and growth of clubs, both new and existing to manage demand and align with facility provision. Ensuring all clubs across the City are sustainable and viable is Council's priority.

AFL Victoria provide some guidance around optimal player and team numbers per oval, which can be translated into a typical District level football facility. The ideal range for sustainable clubs is 8-10 junior teams and 4-6 senior teams (a maximum of 12-16 club teams across all formats).

The Sustainable Club Model supports growth in player numbers to between 300 and 400 participants. Growth beyond this level can lead to "super club" related issues such as efficient operations, facility over-use, competition balance and equalisation become significant challenges.

- **Aligned Population Trends & Facilities Development to Grow:** Drive emerging population and participant cohorts e.g. female, introductory programs and junior competitions with planning and provision of facilities and clubs.

KEY ISSUES AND OPPORTUNITIES

Key Issues & Opportunities



Club Development

- **New Communities, New Clubs:** The development of new clubs as facilities are delivered in new communities should be prioritised as Council's preferred model. New clubs should be located at district level (two oval) sites to support participation growth, sustainable club management and alignment with optimal club sizes (refer Sustainable Club Development Model on page 30).
- **Single-Oval Venues and Club Sustainability:** The relocation of existing clubs based at single-oval venues to new facilities to support their long-term sustainability should be considered by Council. Relocations should be considered on an individual case-by-case basis and must be based on meeting broader Council, club, football, community and broader strategic objectives outlined within this Strategy.

Engagement should be undertaken with all relevant stakeholders to ensure all opportunities, options and implications regarding relocation are understood (refer Single-Oval Venue – Club Sustainability Framework on page 31).

- **Frontier Recreation Reserve:** It should be noted that no new football club has been developed since Eynesbury Football & Netball Club in 2012 and new ovals developed at Frontier Recreation Reserve in 2018 have no existing football tenant. In season 2022 the Aintree Auskick Centre transferred its program to Frontier Recreation Reserve.

- **Roles in New Clubs:** Roles for football stakeholders in the development of clubs and activation of facilities need to be clearly defined and agreed. Roles should be established via the adoption of a governance framework and include engagement with AFL Victoria (refer Football Governance Framework on page 28).
- **Club Sustainability:** The indicators of sustainable clubs should be established and proactive steps taken to encourage new and existing clubs to align with indicators. If all senior clubs were aligned and with their corresponding junior club, all clubs would have more than 115 club participants, with the vast majority over 200. This creates a sustainable baseline for clubs to build on participation.
- **Participation Diversity:** Participation diversity should be prioritised to grow clubs and provide broad participation opportunities to male/female, senior/junior, entry-level programs and other opportunities as they arise.
- **Volunteer Support:** Support for club volunteers via Council, Leagues and AFL Victoria resources should be widely promoted and implemented. Engagement with education delivery partners such as Leisure Networks (and other specialists) will also assist club growth and development.

KEY ISSUES AND OPPORTUNITIES

Key Issues & Opportunities



Governance & Partnerships

- **Roles and Responsibilities:** The roles of Council, Clubs, Leagues, AFL Victoria, developers and funding partners are only partially understood and not collectively agreed.
- **Partnerships:** Stronger partnerships can be formed between Council, Schools, Clubs and AFL Victoria to drive planning and investment advocacy.
- **Governance Framework:** The development of a governance framework with clear roles will assist in addressing operational issues, including:
 - League operations
 - Facility development and activation
 - Participation
 - Club development
 - Talent Pathways
- **Policy Development:** Policies should be developed in conjunction with stakeholders to support sustainable growth, club operations and ground allocations (and priorities).
- **Fixturing and Scheduling Flexibility:** Flexible fixturing will increase access and meet growing demand at existing venues. Engagement with all Leagues and the establishment of lighting standards will be required to accommodate weeknight fixtures into the future.



Resources & Support

- **Resources and Support:** Resources are required to support new and existing clubs in the following priority areas:
 - New club development
 - Capital works planning
 - Activation and programming
 - Policy development requirements
 - Staff/volunteer requirements
 - Systems and processes
- **AFL Funding:** Infrastructure funding via the Australian Football Facilities Fund (AFF) may be accessible via AFLV for innovation projects that deliver shared outcomes for Council and community football (e.g. Melton Secondary College).
- **Funding:** The Country Football Netball Program (CFNP) can be utilised for infrastructure renewal funding for facility projects (e.g. lighting upgrades, playing field upgrades, female friendly amenity projects).
- **Ministerial Determination:** The Victorian Minister for Tourism, Sport and Major Events (via Ministerial Determination) has defined the seasonal occupation of Crown Lands by football and cricket (where joint tenancy is in place) to be:
 - Football: 1st April to 30th September
 - Cricket: 1st October to 31st March.

These dates provide a guide to ground use during the home and away season, with some flexibility built in for access around finals for post / pre-seasonal ground maintenance.

STRATEGIC FRAMEWORK

CITY OF MELTON VISION:

A vibrant, safe and liveable City accessible to all

CITY OF MELTON FOOTBALL STRATEGY 2022 VISION:

Football in the City of Melton is a growing and diverse sport that strengthens the physical, social and mental health of our community through participation and inclusion

STRATEGIC PRIORITIES				
PILLARS	1. Growing a diverse Australian Football community	2. Planning and delivering safe, inclusive and functional football facilities	3. Supporting vibrant, sustainable and welcoming clubs	4. Working with our football and community partners
PRIORITIES	1.1 Promote diversity of activity, choice and access as the drivers of local participation 1.2 Encourage female football participation and development programs across all clubs 1.3 Support partners to grow junior, entry level and inclusive football programs 1.4 Engage delivery partners to support participation in local multi-cultural communities	2.1 Upgrade and renew existing facilities to align with Council's Community Infrastructure Planning 2.2 Develop and deliver an oval lighting upgrade program to meet club, training, match and environmental needs 2.3 Develop new facilities in new communities and areas of population growth 2.4 Promote Macpherson Park Recreation Reserve as the City's regional football venue	3.1 Implement the Sustainable Club Development Model with trigger points that drives ground requirements and club needs 3.2 Proactively plan for the development of new clubs in new communities via implementation of the Sustainable Planning Framework 3.3 Work with existing clubs to identify and support their individual development needs 3.4 Implement the Single-Oval Venue – Club Sustainability Framework.	4.1 Implement the Football Governance Framework 4.2 Ensure club development is appropriately resourced to support the establishment of new and sustainability of existing clubs 4.3 Partner with AFL Victoria and Football Leagues in the establishment of new clubs in new communities 4.4 Work with Football Leagues to ensure competitions support participation growth and maintain a competitive balance at all levels

IMPLEMENTATION PLAN

Implementation Plan

The Implementation Plan includes recommendations for all strategic priorities. The recommendations have been prioritised and indicative costs provided for the delivery of recommended infrastructure projects and initiatives within the plan.

Estimated Costs

Estimated costs provided within the implementation plan are indicative only based on current planning and comparative projects, acknowledging the following limitations:

- Each new site will require master planning and detailed design to determine the actual scope of facilities to be delivered and associated costs.
- Site conditions, planning requirements and overlays may influence the cost for planning and construction at each site.
- Availability of land in new residential developments may impact the ability to deliver priorities.
- Cost escalations will increase costs for project delivery over time.

Priority Rating

Each action within the implementation plan is assigned a short (1 to 3 years), medium (4 to 6 years) or long-term (7 to 10 years) rating dependent on relative priority and expected timeframe for delivery.

It should be acknowledged that the timeframe for the delivery of recommendations within this Strategy are dependent on market forces, population growth and funding, and the actual timeframe for delivery may change over time.

Council should proactively review the priority ratings of recommended projects over time as circumstances change and opportunities emerge.



Image: Caroline Springs Town Centre Recreation Reserve

IMPLEMENTATION PLAN

Implementation Plan

	STRATEGIC PRIORITY	RECOMMENDATION	PRIORITY	ESTIMATED COST	WHO
PILLAR 1: GROWING A DIVERSE AUSTRALIAN FOOTBALL COMMUNITY					
1.1	Promote diversity of activity, choice and access as the drivers of local participation	<ul style="list-style-type: none"> Implement the Sustainable Planning Framework (refer page 29) Establish local clubs in new communities to provide participation opportunities Support clubs to grow/align to the optimum club size and provide diverse participation opportunities (e.g 4-6 senior teams and 8-10 junior teams, including female participation and entry level programs – refer page 30) 	Ongoing Ongoing Ongoing	- - -	Council, Leagues, AFLV, Local Communities
1.2	Encourage female football participation and development programs across all clubs	<ul style="list-style-type: none"> Promote female only Auskick sessions at all clubs Support clubs to provide female football participation opportunities Support clubs to field female teams in all applicable age groups 	Ongoing Ongoing Short-Medium	- - -	Clubs, Leagues, AFLV, Council
1.3	Support partners to grow junior, entry level and inclusive football programs	<ul style="list-style-type: none"> Promote Auskick uptake at all clubs and all new football venues Support community members, groups and schools to deliver Auskick programs Support delivery partners to provide all ability opportunities and programs through Auskick, FIDA, AllPlay Footy, AFL Blind, Wheelchair Football 	Ongoing Ongoing Ongoing	- - -	AFLV, Clubs, Schools, Local Communities, FIDA League, Program Providers
1.4	Engage delivery partners to support participation in local multi-cultural communities	<ul style="list-style-type: none"> Partner with local schools and local multi-cultural groups to activate football Partner with AFLV and local clubs to deliver multi-cultural football programs across the municipality 	Ongoing Ongoing	- -	Council, Schools, AFLV, Clubs, SSV

IMPLEMENTATION PLAN

Implementation Plan

	STRATEGIC PRIORITY	RECOMMENDATION	PRIORITY	ESTIMATED COST	WHO
PILLAR 2: PLANNING AND DELIVERING SAFE, INCLUSIVE AND FUNCTIONAL FOOTBALL FACILITIES					
2.1	Upgrade and renewal of existing facilities to align with Council's Community Infrastructure Planning	• Support the delivery of the facility upgrades proposed in the Infrastructure Plan for Football (Appendix 7)	Ongoing	Up to \$13.7M	Council, Clubs Funding Partners
		• Establish a prioritised 10-year football facility renewal program and review this annually based on annual asset condition assessments and demand	Ongoing	-	
2.2	Develop and deliver an oval lighting upgrades to meet club, training, match and environmental needs	<ul style="list-style-type: none"> • Conduct ongoing lighting lux tests (as required) to understand capacity levels • Upgrade oval lighting to a minimum 100 lux and to LED systems at the end of their functional life 	Ongoing Ongoing	Up to \$5k Up to \$250k per oval	Council, Funding Partners
2.3	Develop new facilities in new communities and areas of population growth	• Plan for future football growth and demand via precinct structure planning	Ongoing	-	Council, VPA, Funding partners, AFLV
		• Master plan new football facilities to align with Community Infrastructure Planning	Ongoing	-	
		• Partner with clubs and new communities in the design and delivery of new facilities	Short-Medium	-	
		• Support delivery of new facilities in areas of projected population growth (refer Appendix 5)	Short-Medium	Up to \$65M	
2.4	Promote Macpherson Park Recreation Reserve as the City's regional football venue	• Investigate opportunities to establish a second oval at Bridge Road Recreation Reserve (or within a 2km catchment)	Short-Medium	-	Council
2.4	Promote Macpherson Park Recreation Reserve as the City's regional football venue	• Promote the regional capabilities of the venue to Leagues and AFL Victoria	Ongoing	-	Council, Leagues, AFLV
		• Support the hosting of marquee events, finals and showcase matches	Ongoing	-	

IMPLEMENTATION PLAN

Implementation Plan

	STRATEGIC PRIORITY	RECOMMENDATION	PRIORITY	ESTIMATED COST	WHO
PILLAR 3: SUPPORTING VIBRANT, SUSTAINABLE AND WELCOMING CLUBS					
3.1	Implement the Sustainable Club Development Model with trigger points that drives ground requirements and club needs	<ul style="list-style-type: none"> Assess each existing club against the Sustainable Club Development Model (page 30) Identify any actions required to support or help adjust club operating models Use findings from existing club operations to guide planning of new clubs in new facilities in surrounding areas 	Short Short Ongoing	- - -	Council, Clubs
3.2	Proactively plan for the development of new clubs in new communities via implementation of the Sustainable Planning Framework	<ul style="list-style-type: none"> Western Corridor: Bridge Road Recreation Reserve Western Corridor: Toolern Playing Fields 1 Hub 1 Eastern Corridor: Deanside Sports Reserve and/or Plumpton Sports Reserve Central Corridor: Establish a new club at Frontier Recreation Reserve 	Short Long Medium Short	- - - -	Council, AFLV, Leagues, Clubs, Community
3.3	Work with existing clubs to identify their individual development needs	<ul style="list-style-type: none"> Implement the Sustainable Club Development Model (refer page 30) during the initial establishment phase of new club development Support AFLV to establish recommended minimum standards for club governance and operation Partner with AFLV, Leagues and Clubs to investigate the specific participation, volunteer and developmental needs of all existing football clubs Partner with relevant industry development and education partners (e.g. Leisure Networks) to deliver specific programs to clubs 	Ongoing Short Short Short-Medium	- - - -	Council, AFLV, Leagues, Local Community Clubs, Delivery Partners
3.4	Implement the Single-Oval – Club Sustainability Framework	<ul style="list-style-type: none"> Implement the Single-Oval Venue – Club Sustainability Framework Investigate the viability and impact of the relocation of existing clubs operating from single-oval facilities to two-oval facilities for home venues 	Short Ongoing	- -	All stakeholders

IMPLEMENTATION PLAN

Implementation Plan

	STRATEGIC PRIORITY	RECOMMENDATION	PRIORITY	ESTIMATED COST	WHO
PILLAR 4: WORKING WITH OUR FOOTBALL AND COMMUNITY PARTNERS					
4.1	Implement the Football Governance Framework	<ul style="list-style-type: none"> Refine and adopt the roles and responsibilities of each stakeholder group listed within the Football Governance Framework 	Short	-	All stakeholders
4.2	Ensure club development is appropriately resourced to support the establishment of new clubs	<ul style="list-style-type: none"> Ensure club development is appropriately resourced to support the delivery of club establishment and development initiatives Establish a joint priorities plan for facility development, participation, competitions and club development Partner with AFL Victoria, league and new communities in the establishment of new clubs 	Short Short Short	- - -	All stakeholders
4.3	Partner with AFL Victoria and Football Leagues in the establishment of new clubs in new communities	<ul style="list-style-type: none"> Establish new clubs in new communities to provide participation opportunities Partner with AFLV, Leagues and new communities in their selection of a preferred competition 	Short Ongoing	- -	Council, AFLV, Leagues, Clubs, Local Community
4.4	Work with Football Leagues to ensure competitions support participation growth and maintain a competitive balance at all levels	<ul style="list-style-type: none"> Implement the Sustainable Club Development Model Conduct an annual review at the completion of each football season to identify key needs, challenges and/or critical issues to assist with planning for future seasons 	Ongoing Ongoing	- -	Council, Leagues, AFLV

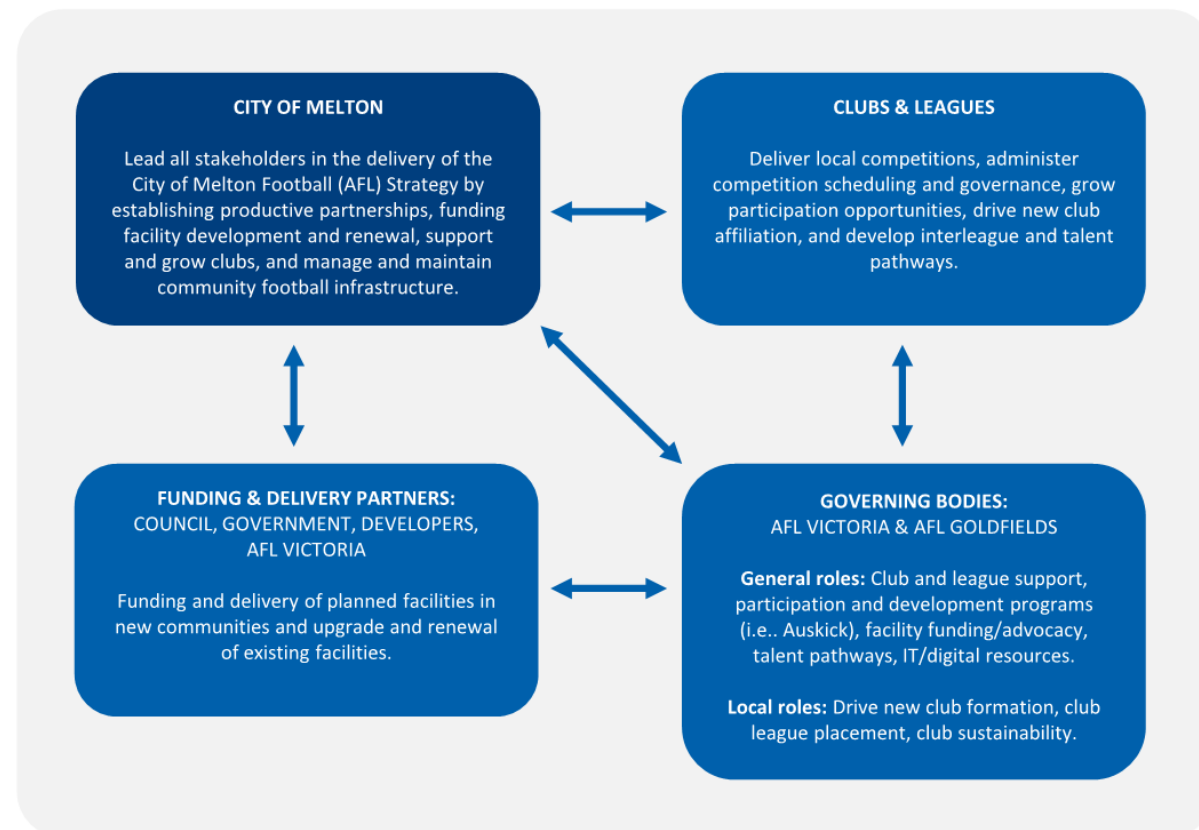
FOOTBALL GOVERNANCE FRAMEWORK

Strategic Framework

The proposed Football Governance Framework will drive collaboration by clarifying the role each key stakeholder group plays and their relationships with other stakeholders.

The Stakeholder Framework includes:

- The City of Melton as the lead in delivery of the Strategy, and primary facility developer and manager.
- The Victorian Government and developers as a key funding partner in new facility development and existing facility upgrades.
- AFL Victoria and AFL Goldfields as representative peak bodies, leading work in club formation, development and support.
- Leagues as the providers and administrators of competitions, leading work in new club affiliation.
- Clubs as the core deliverers of community football participation and programming.



SUSTAINABLE PLANNING FRAMEWORK

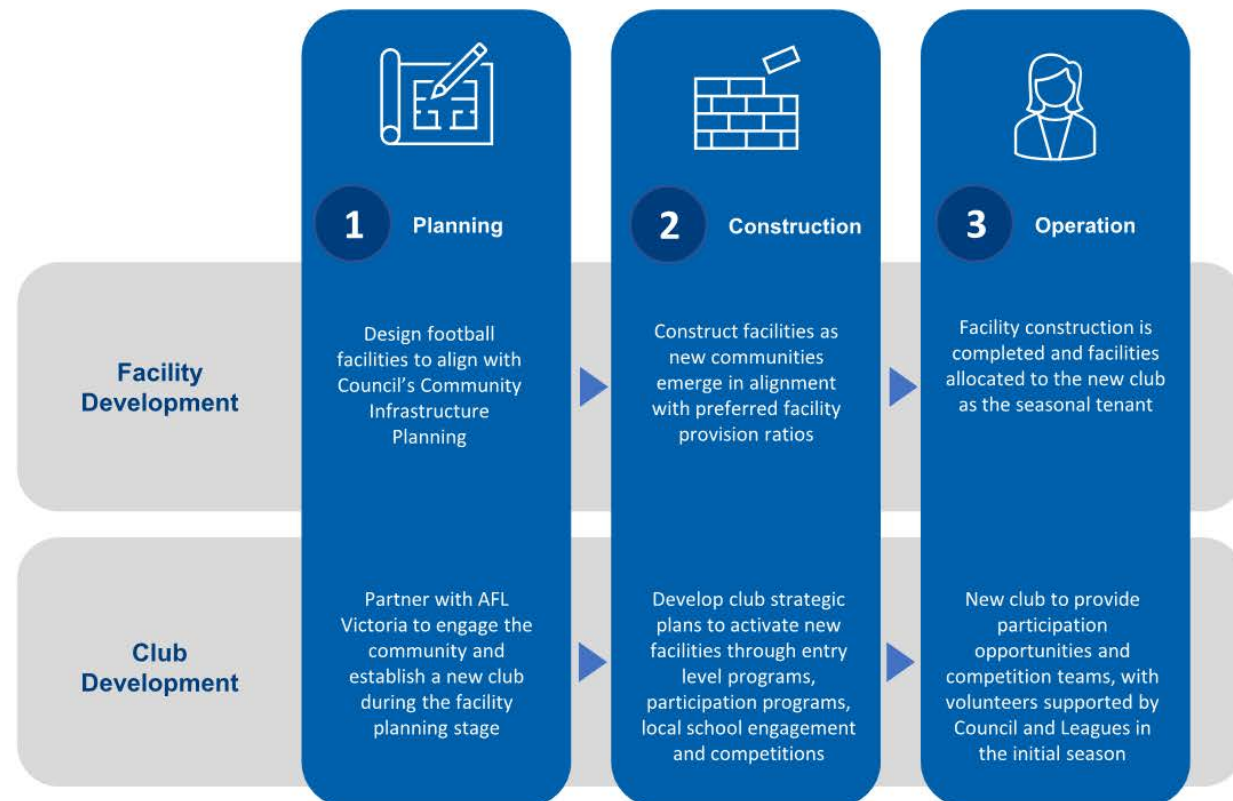
Strategic Framework

The development of new football clubs and facilities requires careful planning and management to ensure that participation in football is supported by high quality facilities and sustainable clubs.

The adjacent process identifies the key actions to ensure that facility planning and development, and the creation of clubs and activation of facilities are aligned.

Council and AFL Victoria will play key roles in ensuring that facilities are designed to ensure participation opportunities are accessible to local communities and can accommodate and sustain growth over time.

The activation of new facilities will be dependent on the establishment and support of new clubs. Council, AFL Victoria and Leagues will support clubs through the establishment, planning and initial operation phases.



SUSTAINABLE CLUB DEVELOPMENT MODEL

Strategic Framework

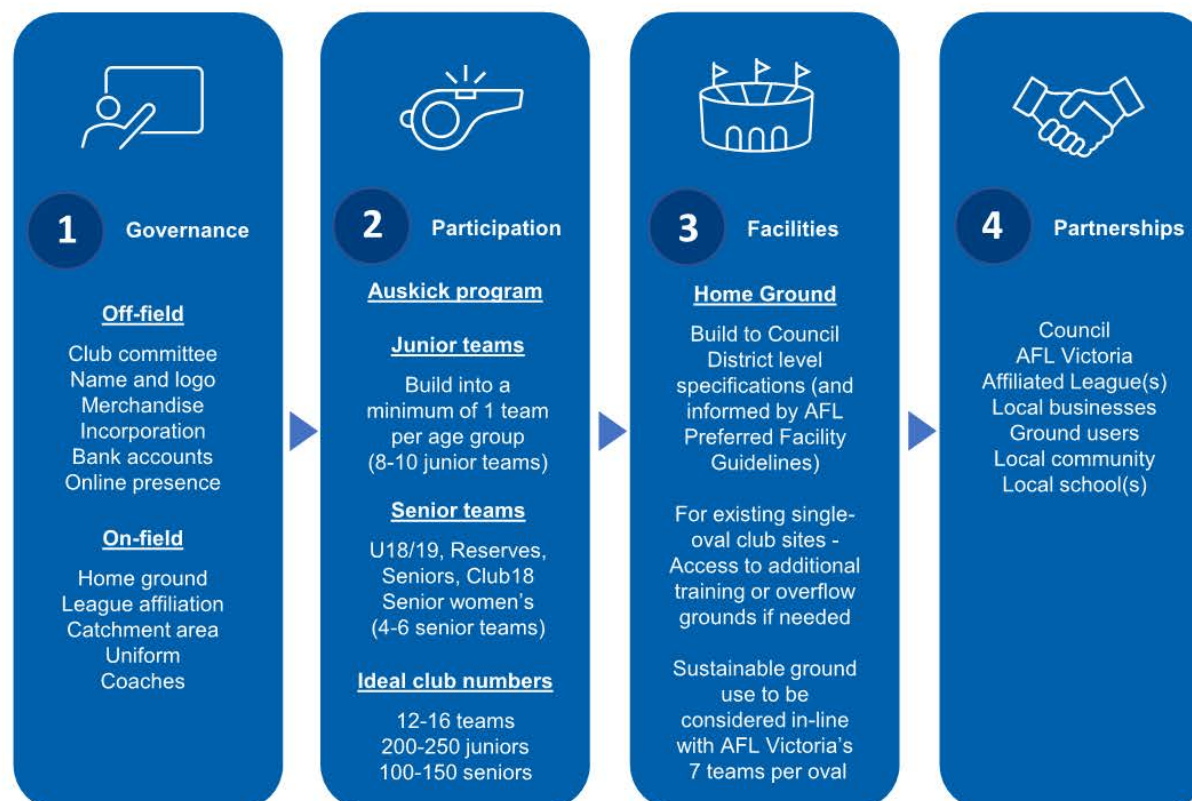
The development of new football clubs and support for the evolution of existing clubs should follow a sustainable model that allows all clubs to succeed and to ensure that football remains accessible to all across the City of Melton.

A framework for sustainable clubs is provided in the adjacent diagram to help guide on and off-field club planning and new club establishment.

The model should be read and implemented in-line with **Strategic Pillar 3: Supporting vibrant, sustainable and welcoming clubs** (refer pages 22 and 26).

The model and trigger points have been developed from analysis conducted in the formulation of this Strategy, from Council's policy and planning work and from guidelines and ratios adopted by AFL Victoria.

Working within the model proposed will ensure all clubs can operate sustainably, adequately cater for future demand, efficiently manage facility use, provide choice across the community and manage volunteer capacity.



SINGLE-OVAL VENUE - CLUB SUSTAINABILITY FRAMEWORK

The Single-Oval Venue - Club Sustainability Framework has been prepared to help guide discussions around opportunities to relocate existing clubs based at single-oval venues to multi-oval venues to support long-term club sustainability.

Strategic Framework

Club Requirements		
1.	The club is in alignment with sustainable club models of 4-6 senior teams and 10-12 junior teams, and includes female participation and entry-level programs.	Yes / No
2.	The club has an endorsed club strategic plan outlining its future direction.	Yes / No
3.	The club has written endorsement from AFL Victoria, the relevant football league in which the club plays, and any other users/tenants of the site at which the club wishes to relocate to (if a shared facility).	Yes / No
4.	The club has considered the possibility of club re-branding to maximise engagement with the local community it proposes to relocate into.	Yes / No
Site Requirements		
5.	The site must be a district level facility and have a minimum of two ovals (or have established planning for two ovals). The site should also have appropriate off-field and support facilities to cater for concurrent use of both ovals.	Yes / No
6.	The relocation site must not have an existing or active winter season tenant that conflicts with proposed future site use by the club.	Yes / No
7.	The site and its ovals must be fit-for-purpose for the intended levels of play or have documented financial commitments (in terms of Council budget and/or from relevant funding partners) in place to bring the site and associated facilities up to required levels.	Yes / No
Other Conditions		
8.	Council will conduct a detailed catchment analysis and impact assessment on all existing sites and football clubs within 5km of the vacating site and proposed new site to assess all options and likely implications on existing participation and future demand.	Yes / No
9.	The club must relinquish all use and rights previously held on the vacating site at time of relocation.	Yes / No
10.	The club must commit in writing and have the proposed relocation documented within an Annual or Special General Meeting minutes, demonstrating agreement of the membership in-line with established club Constitutional voting conditions.	Yes / No
11.	The club's affiliated football league must confirm acceptance of the proposed relocation plan in writing direct to Council.	Yes / No

APPENDICES

Appendices

1. Football plans and strategies
2. Competition structure
3. Football participation summary
4. Existing club home sites
5. New football and club facility locations
6. Football facility development standards
7. Infrastructure plan for football facilities
8. Facility and club development case studies



Image: Arnolds Creek Recreation Reserve

APPENDIX 1: FOOTBALL PLANS AND STRATEGIES

Planning for facilities at the local, regional, state and national level for Australian Football has been undertaken in recent years, all providing a guiding influence on future planning and delivery within the City of Melton.

The following have been reviewed and referenced to identify the consistency and alignment with Councils strategic directions and to create a shared vision for the future of football in the municipality:

- Towards 2030 – AFL National Infrastructure Plan
- AFL Preferred Facility Guidelines (2019 Update)
- “Growing the Heartland” – Victorian Football Facilities Plan 2017-2022 (*currently being refreshed to guide the 2022-2027 timeframe*)
- Melbourne North Regional Football Facilities Strategy (February 2019)
- AFL Goldfields Strategy (July 2017)
- Western Metropolitan Region Football Facilities Strategy (May 2016).

Towards 2030 – AFL National Infrastructure Plan

Towards 2030 is the AFL’s National Infrastructure Plan that outlines its three key goals and 10 strategic priorities for investment across the country.

The AFL’s national goals are to:

1. Build the capacity of community football
2. Enhance elite, state league and talent infrastructure
3. Drive innovation and growth.

Of importance to the City of Melton Football (AFL) Strategy 2022 is the AFL’s commitment to:

- Improve facilities to provide greater access and opportunity for the diverse football community.
- Maximise the carrying capacity and quality of existing football infrastructure.
- Drive the supply of new facilities in areas of most need.
- Investigating flexible, equitable and innovative approaches to facility provision and use.

AFL Preferred Facility Guidelines (2019 update)

The AFL’s Preferred Facility Guidelines provides a consolidated resource for community football, schools and remote community facility planning and delivery. The guidelines identify the preferred requirements to facilitate local competition and support the growth of participation programs.

“Growing the Heartland” 2017-2022

Growing the Heartland was developed in 2017 to guide the broader state-wide planning of football facilities and to ensure *“The provision of a sufficient number of well located, accessible and welcoming football facilities that support the growth of the game.”*

The Strategy is guided by three key principles that underpin its delivery. These principles also align with the City of Melton Football (AFL) Strategy 2022:

- **Planning:** ensure future projects are ground in evidence and based on need.
- **Participation:** determining how facilities are best used and developed to maximise participation by all.
- **Partnerships:** partnering with all levels of government, schools, sports and communities to share and invest in infrastructure.

Regional Football Facility Strategies

The City of Melton’s involvement in three regional football plans and strategies (refer page 34), reinforce its strategic position within metropolitan and regional Victoria. It also highlights the challenges of cross border Council collaboration and in League governance structures and catchment area(s).

APPENDIX 1: REGIONAL FOOTBALL STRATEGIES

Western Metropolitan Region Football Facilities Strategy (May 2016)

The Western Region strategy provides a detailed assessment and comprehensive strategic approach to the future provision of football facilities across Melton, Wyndham, Brimbank, Hobsons Bay and Maribyrnong. It was led by AFL Victoria in conjunction with the Western Regional Football League (WRFL).

The five key objectives identified for the region were:

1. Increase the quality and functionality and maximise the use and carrying capacity of existing facilities.
2. Plan and develop new facilities in key growth areas across the region in-line with community demand.
3. Ensure programs and facilities cater for the diversity of participants in the Western Region.
4. Improve the provision of administration, State league level training facilities and finals venues via regional collaboration.
5. Continue to enhance the relationship between football, government and community partners in the planning and provision of facilities and programs.

AFL Goldfields Strategy (July 2017)

The delivery of the AFL Goldfields Regional Strategy is driven by the need to prioritise, identify and plan for the development of football and netball facilities that address the future needs of the region. The Strategy also identifies gaps in current facility provision and identifies opportunities to upgrade facilities based on current and projected need.

The Strategy identifies 4 key priorities for the region to guide future facility provision (all of which remain relevant for the City of Melton today):

1. **Existing Facilities:** Increase the quality and functionality and maximise the use and carrying capacity of existing facilities.
2. **New Facilities:** Plan and develop new facilities in key growth areas across the region.
3. **Build Capacity:** Support the capacity building of clubs and their people.
4. **Enhance Relationships:** Continue to enhance the relationship between football, netball and government partners in the planning, provision and investment into facilities and programs.

Melbourne North Regional Football Facilities Strategy (February 2019)

The Melbourne North Regional Strategy provides a focus on supporting football participation growth and facility provision, predominately across the northern suburbs of Melbourne. Its key League stakeholders included the Yarra Junior Football League, Northern Football Netball League and the Essendon District Football League (including three Melton based clubs).

This regional strategy is likely to have less impact on planning for the City of Melton than others, however it is important to note the similarities in objectives.

From a facility analysis and provision perspective, key gaps in City of Melton based club infrastructure included:

1. Female friendly player and umpire accommodation.
2. Change room conditions
3. Umpire change room provision
4. Oval floodlighting.

APPENDIX 2: COMPETITION STRUCTURE

Football has a strong presence and history in the City of Melton, with opportunities provided for senior men and women, junior boys and girls and Auskick programs.

Clubs and their associated teams play across four different leagues. This structure and division of clubs is considered unusual for a single municipality and does create some governance and communication challenges for Council, in addition to geographical and logistical challenges for clubs.

Newly developed clubs will also need to navigate the strategic decision making process of which league to enter teams into as they establish, grow and develop over time. This process should involve the club, community, Council, AFL Victoria and relevant leagues.

Leagues operating within the City of Melton include:

- Riddell District Football Netball League (RDFNL)
- Ballarat Football Netball League (BFNL)
- Essendon District Football League (EDFL)
- Western Region Football League (WRFL).

There is an existing geographical spread between Leagues, with Eastern Corridor clubs affiliating with teams based in and around Brimbank, Moonee Valley and Wyndham. Central and Western Corridor based clubs tend to travel north into the Macedon Ranges or west towards Ballarat. This geographic spread may change over time as the City continues to grow and development impacts travel times and access to facilities.

CLUBS	PLANNING DISTRICT	RDFNL	EDFL	WRFL	BFNL
Hillside FC	Eastern Corridor		19		
Caroline Springs FC	Eastern Corridor			19	
Burnside Heights FC	Eastern Corridor		16		
Diggers Rest FC (Seniors)	Diggers Rest	2			
Diggers Rest FC (Juniors)	Diggers Rest	3			
Eynesbury FC	Eynesbury	3			
Melton FC (Seniors)	Western Corridor				4
Melton FC (Juniors)	Western Corridor	9			
Melton Centrals FC (Seniors)	Western Corridor	4			
Melton Centrals FC (Juniors)	Western Corridor	8			
Melton South FC (Seniors)	Western Corridor				2
Melton South FC (Juniors)	Western Corridor	4			
Western Rams	Central Growth Corridor	5			
2021 Registered Teams by League (98 teams)		38	35	19	6

APPENDIX 3: PARTICIPATION SUMMARY – 2015 to 2021

The following table provides an historical overview of football participation at City of Melton based club and Auskick Centres from 2015 to 2021.^[1]

Overall club participation between 2015 and 2021 grew by 26.2% but suffered a 3.3% decline from 2019 as a result of Covid-19 impacted seasons. Female football was the clear local growth cohort, with 572.7% growth since 2015. Auskick participation also grew by 68.9% between 2015 and 2021 and was the one growth segment between 2019 and 2021. Registered football participation at City of Melton based clubs and Auskick Centres has grown by 33.3% since 2015.

Historical player numbers (excluding Auskick)	2015	2016	2017	2018	2019	2021	Change 2015 - 2021	% Change 2015 - 2021	Change 2019 - 2021	% Change 2019 - 2021
Male	2,134	2,275	2,386	2,226	2,305	2,213	79	3.7%	-92	-4.0%
Female	88	80	363	529	597	592	504	572.7%	-5	-0.8%
Total Club Players	2,222	2,355	2,749	2,755	2,902	2,805	583	26.2%	-97	-3.3%

Historical player numbers (including Auskick)	2015	2016	2017	2018	2019	2021	Change 2015 - 2021	% Change 2015 - 2021	Change 2019 - 2021	% Change 2019 - 2021
Male	2,134	2,275	2,386	2,226	2,305	2,213	79	3.7%	-92	-4.0%
Female	88	80	363	529	597	592	504	572.7%	-5	-0.8%
Auskick	444	519	549	719	695	750	306	68.9%	55	7.9%
Total Participants	2,666	2,874	3,298	3,474	3,597	3,555	889	33.3%	-42	-1.2%

[1] 2020 statistics have been excluded from the table and associated analysis as no formalised football competition being undertaken due to Covid-19 restrictions in Victoria.

APPENDIX 3: PARTICIPATION SUMMARY – 2021 CLUB TEAMS

The following table provides a summary of 2021 registered club teams from City of Melton based football clubs. A summary of teams by planning district is also provided to show geographical implications on existing facilities and future planning. 2022 team numbers were predominately retained, with 95 teams participating at City of Melton based clubs. Auskick participants are not included in this table.

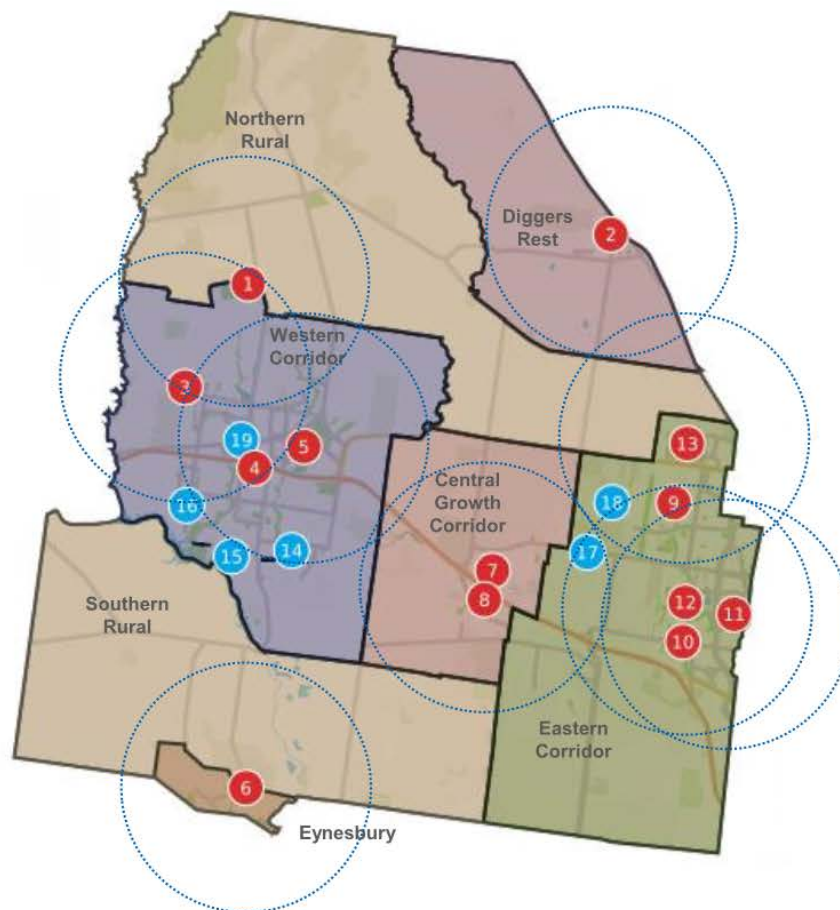
Clubs	Planning District	League	Junior (5-14)		Youth (15-19)		Senior (20+)		Total Teams			Teams per District	% Teams per District
			Male/Mix	Female	Male	Female	Male	Female	Male/Mix	Female	Total		
Caroline Springs FC	Eastern Corridor	WRFL	10	1	2	2	3	1	15	4	19	54	55%
Hillside FC	Eastern Corridor	EDFL	8	1	4	2	3	1	15	4	19		
Burnside Heights FC	Eastern Corridor	EDFL	7	1	3	1	2	2	12	4	16		
Melton FC (Juniors)	Western Corridor	RDFNL	4	1	3	1	0	0	7	2	9	31	32%
Melton Centrals FC (Juniors)	Western Corridor	RDFNL	4	1	2	1	0	0	6	2	8		
Melton FC (Seniors)	Western Corridor	BFNL	0	0	1	0	2	1	3	1	4		
Melton Centrals FC (Seniors)	Western Corridor	RDFNL	0	0	0	0	3	1	3	1	4		
Melton South FC (Juniors)	Western Corridor	RDFNL	2	0	2	0	0	0	4	0	4		
Melton South FC (Seniors)	Western Corridor	BFNL	0	0	0	0	2	0	2	0	2		
Diggers Rest FC (Juniors)	Diggers Rest	RDFNL	2	0	1	0	0	0	3	0	3	5	5%
Diggers Rest FC (Seniors)	Diggers Rest	RDFNL	0	0	0	0	2	0	2	0	2		
Western Rams	Central Growth Corridor	RDFNL	2	0	0	0	3	0	5	0	5	5	5%
Eynesbury FC	Eynesbury	RDFNL	2	0	0	0	1	0	3	0	3	3	3%
Totals	-	-	41	5	18	7	21	6	80	18	98	98	100%

APPENDIX 3: PARTICIPATION SUMMARY – 2021 PLAYER NUMBERS

The following table provides a summary of 2021 registered club players from City of Melton based football clubs. A summary of players by planning district is also provided to show geographical implications on existing facilities and future planning. Auskick participants are not included in this table.

Clubs	Planning District	League	Junior (5-14)		Youth (15-19)		Senior (20+)		Total Players			Players per District	% Players per District
			Male	Female	Male	Female	Male	Female	Male	Female	Total		
Hillside FC	Eastern Corridor	EDFL	160	30	112	43	148	35	420	108	528	1,395	50%
Burnside Heights FC	Eastern Corridor	EDFL	170	36	77	40	75	41	322	117	439		
Caroline Springs FC	Eastern Corridor	WRFL	185	38	80	40	57	28	322	106	428		
Melton FC (Juniors)	Western Corridor	RDFNL	133	37	62	51	0	0	195	88	283	964	34%
Melton Centrals FC (Juniors)	Western Corridor	RDFNL	119	24	44	20	0	0	163	44	207		
Melton FC (Seniors)	Western Corridor	BFNL	0	0	20	17	84	34	104	51	155		
Melton Centrals FC (Seniors)	Western Corridor	RDFNL	0	0	1	2	85	29	86	31	117		
Melton South FC (Seniors)	Western Corridor	BFNL	0	0	6	0	84	0	90	0	90		
Melton South FC (Juniors)	Western Corridor	RDFNL	61	8	43	0	0	0	104	8	112		
Diggers Rest FC (Seniors)	Diggers Rest	RDFNL	0	0	10	5	84	0	94	5	99	180	6%
Diggers Rest FC (Juniors)	Diggers Rest	RDFNL	51	11	14	5	0	0	65	16	81		
Western Rams	Central Growth Corridor	RDFNL	34	12	3	1	99	1	136	14	150	150	5%
Eynesbury FC	Eynesbury	RDFNL	58	3	4	1	50	0	112	4	116	116	4%
Totals	-	-	971	199	476	225	766	168	2,213	592	2,805	2,805	100%

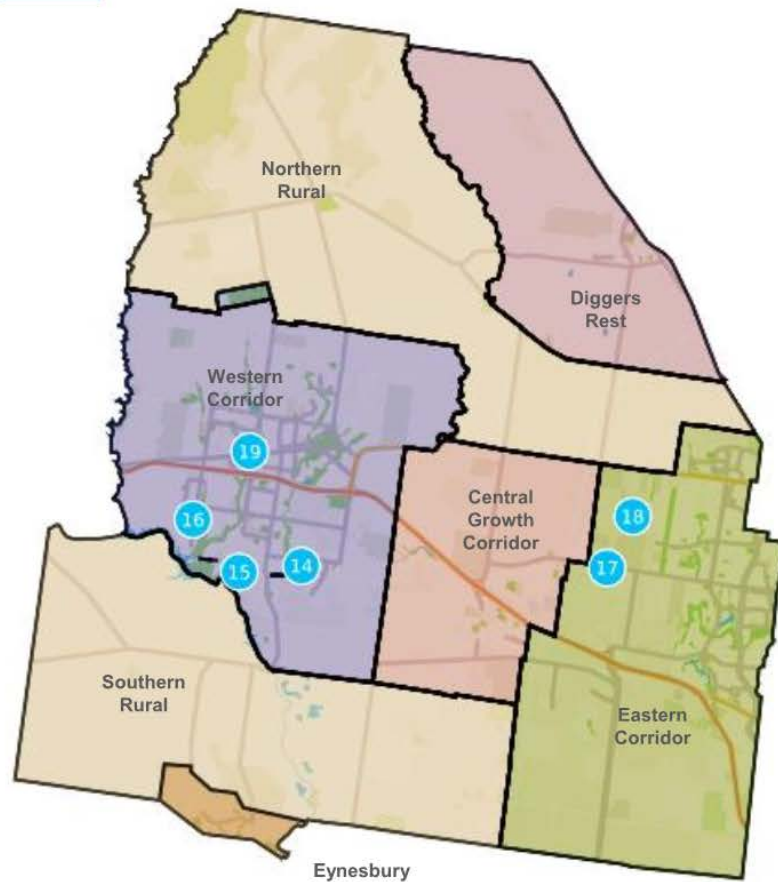
APPENDIX 4: EXISTING CLUB HOME SITES



City of Melton Football (AFL) Strategy 2022

SITES USED / IDENTIFIED FOR FOOTBALL	OVALS	CLUB HOME VENUE
1. MacPherson Park Recreation Reserve	3 ovals	Melton FC (Senior/Junior)
2. Diggers Rest Recreation Reserve	2 ovals	Diggers Rest FC (Senior/Junior)
3. Arnolds Creek Recreation Reserve	2 ovals	Melton Centrals FC (Senior/Junior)
4. Blackwood Drive Recreation Reserve	2 ovals	-
5. Melton Recreation Reserve	1 oval	Melton South FC (Senior/Junior)
6. Eynesbury Recreation Reserve	1 oval	Eynesbury FC
7. Frontier Recreation Reserve	2 ovals	-
8. Ian Cowie Recreation Reserve	1 oval	Western Rams FC
9. Boronia Drive Reserve	1 oval	-
10. Brookside Recreation Reserve	1 oval	-
11. Burnside Heights Recreation Reserve	2 ovals	Burnside Heights FC
12. Caroline Springs Recreation Reserve	2 ovals	Caroline Springs FC
13. Hillside Recreation Reserve	1 oval	Hillside FC

APPENDIX 5: PROPOSED NEW FOOTBALL FACILITIES 2022-2032



SHORT TERM (2023-2025)	New ovals	Estimated cost
14. Bridge Road Recreation Reserve	1 oval	\$10M
16. Brookfield Recreation Reserve	2 ovals	\$13M
17. Deanside Sports Reserve	2 ovals	\$16M
19. Melton Secondary College <i>Secondary venue (synthetic)</i>	1 oval	-
4 new sites	6 new ovals	\$39M

MEDIUM TERM (2026-2028)	New ovals	Estimated cost
Nil		

LONG TERM (2029-2032)	New ovals	Estimated cost
15. Toolern Playing Fields 1 Hub 1	2 ovals	\$14M
18. Plumpton Sports Reserve	2 ovals	\$12M
1 new site	4 new ovals	\$26M

APPENDIX 6: FOOTBALL FACILITY DEVELOPMENT STANDARDS

HIERARCHY	DEFINITION	FOOTBALL FACILITY DEVELOPMENT STANDARDS
District	<p>District level football facilities are designed and maintained to cater primarily for club training and competition. They are typically the 'headquarters' (or home) facility for clubs.</p> <p>Facilities are generally multi-purpose, sharing primarily with other seasonal sports such as cricket. Facility provision allows for clubs to grow sustainably and host club training, competition, administration and social activities at a central venue.</p> <p>New facilities that provide opportunities for new club formation should align to the district level hierarchy provision.</p> <p>The majority of football facilities (current and proposed) in the City of Melton will be district level football facilities.</p>	<p>Area: 8-10 hectares.</p> <p>Playing surfaces:</p> <ul style="list-style-type: none"> • Two ovals per site • North-South oval orientation • Preferred range of 135m wide x 165m long (goal-to-goal) • Minimum 3m run-off around playing area • 1050mm pipe and rail fence with chain-mesh infill • Complete network of sub-surface drainage and irrigation • Natural turf surface • 100 lux LED lighting on all ovals <p>Infrastructure:</p> <ul style="list-style-type: none"> • Permanent interchange benches for home, away and umpires • 10m goal posts, 6.5m behind posts • Consideration for behind goal netting (site specific application) • Fencing of reserves is discouraged, however will be assessed case-by-case based on safety, management and operational requirements • Consideration for spectator viewing on main oval • Parking assessment required for the site. Off-street minimum 80 cars per oval, around ground parking desirable • Drinking fountains x 2 per oval / Rubbish bins – minimum 1200 litres per oval / Public toilets – externally accessible at the pavilion • Scoreboard stand provided. Minimum 2m high and 2.6m wide. Consideration for electronic scoreboard on main oval <p>Pavilion:</p> <ul style="list-style-type: none"> • Amenities - 25m² • Change Rooms - 45m² • External covered viewing - 50m² • First aid room - 15m² • Kitchen / kiosk (includes storage) - 30m² • Meeting room / office - 10m² • Public toilets - 20m² • Accessible toilet – 7m² • Umpires room (includes amenities) - 20m² • Storage (10m² per tenant) - 20m² • Social (community) room - 130m² • Social room storage - 18m² • Utilities room – 5m² • Cleaner's storage - 5m²

APPENDIX 6: FOOTBALL FACILITY DEVELOPMENT STANDARDS

HIERARCHY	DEFINITION	FOOTBALL FACILITY DEVELOPMENT STANDARDS
Regional	<p>Regional level football facilities are designed to cater for participation, events, finals and programming that services a municipal size catchment.</p> <p>Facilities are generally multi-purpose and provision standards are generally higher than district level facilities to cater for higher level competitions and events (e.g. League finals).</p> <p>Regional facilities may also act as a home venue for a local football club.</p>	<p>Area: 10+ hectares.</p> <p>Playing surfaces:</p> <ul style="list-style-type: none"> • Two ovals minimum, three ovals preferred • North-South oval orientation • Preferred range of 135m wide x 165m long (goal-to-goal) • Minimum 4m run-off around main oval, minimum 3m other ovals • 1050mm pipe and rail fence with chain-mesh infill • Complete network of sub-surface drainage and irrigation • Natural turf surface, consider one oval to be an AFL approved synthetic surface • 150 lux LED main oval, 100 lux LED other ovals <p>Infrastructure:</p> <ul style="list-style-type: none"> • Permanent interchange benches for home, away and umpires • Consideration for coaches / timekeepers box on main oval • 10m goal posts, 6.5m behind posts • Consideration for behind goal netting (site specific application) • Fencing of reserves is discouraged, however will be assessed case-by-case based on safety, management and operational requirements • Spectator viewing on main oval • Parking assessment required for the site. Off-street minimum 120 cars per oval, around ground parking desirable • Drinking fountains x 2 per oval / Rubbish bins – minimum 2400 litres main oval / 1200 litres for other ovals • Public toilets – externally accessible at the pavilion • Scoreboard stand provided. Minimum 2m high and 2.6m wide. Consideration for electronic scoreboard on main oval.

APPENDIX 7: INFRASTRUCTURE PLAN FOR FOOTBALL IN MELTON

NEW FOOTBALL FACILITIES						
Site	Short Term (1 to 3 years)		Medium Term (4 to 6 years)		Long Term (7 to 10 years)	
	Site	Estimated Cost	Site	Estimated Cost	Site	Estimated Cost
Western Corridor	<ul style="list-style-type: none"> Bridge Road Recreation Reserve (1 oval) Brookfield Recreation Reserve (2 ovals) Melton Secondary College (1 oval) 	\$10M \$13M -	• Nil	-	• Toolern Playing Fields 1 Hub 1 (2 ovals)	\$14M
Eastern Corridor	• Deanside Sports Reserve (2 ovals)	\$16M	• Nil	-	• Plumpton Sports Reserve (2 ovals)	\$12M
Central Corridor	• Nil	-	• Nil	-	• Nil	-
TOTAL	Four sites, six ovals	\$39M	Nil	\$-	Two sites, four ovals	\$26M

APPENDIX 7: INFRASTRUCTURE PLAN FOR FOOTBALL IN MELTON

IMPROVEMENTS TO EXISTING FOOTBALL FACILITIES						
Site	Short Term		Medium Term		Long Term	
	Component	Estimated Cost	Component	Estimated Cost	Component	Estimated Cost
Burnside Heights Recreation Reserve	• Redevelopment of Oval 2 including supporting infrastructure <i>Committed project 2022/23</i>	\$2,200,000	-	-	-	-
Caroline Springs Town Centre Reserve	• Redevelopment of Oval 2 including supporting infrastructure	\$2,200,000	-	-	• Redevelopment of Oval 1	\$1,800,000
Diggers Rest Recreation Reserve	• Redevelopment of Oval 1 including supporting infrastructure • Pavilion replacement <i>Committed projects 2021/22</i>	\$1,800,000 \$8,500,000	-	-	-	-
MacPherson Park Recreation Reserve	• Shelter replacement on Oval 1	\$500,000	• Redevelopment of Oval 1, including supporting infrastructure	\$2,200,000	-	-
Melton Recreation Reserve	• Pavilion replacement <i>Committed project 2022/23</i>	\$4,300,000	-	-	• Redevelopment of Oval, including supporting infrastructure	\$2,200,000
Brookside Recreation Reserve	-	-	• Redevelopment of Oval	\$1,800,000	-	-
Hillside Recreation Reserve	-	-	-	-	• Redevelopment of Oval	\$1,800,000
Various	• LED Lighting Upgrade Program	\$400,000	• LED Lighting Upgrade Program	\$400,000	• LED Lighting Upgrade Program	\$400,000
TOTAL		\$19,900,000		\$4,400,000		\$6,200,000

APPENDIX 8: FACILITY AND CLUB DEVELOPMENT CASE STUDIES

Macpherson Park Recreation Reserve

The \$13.3M redeveloped MacPherson Park Recreation Reserve opened for use by the Melton Football Netball Club, Melton Junior Football Netball Club and Melton Cricket Club in June 2020.

The state-of-the-art venue now boasts two full-size floodlit football ovals, an AFL approved synthetic multi-purpose oval, new pavilion with social amenities, umpires change rooms and female friendly player change rooms.

The transformation of the facility, following \$11.2M investment from Council, \$2M from the Victorian Government and \$100,000 from the AFL was recognised in the AFL's 2020 Ken Gannon Community Football Facility Awards, taking out its top prize.

The redevelopment will help to cater for local growth in football and create a sustainable pathway for Auskickers through to senior male and female footballers at the one venue.

MacPherson Park Recreation Reserve is recognised within the City of Melton Football (AFL) Strategy 2022 as the City's designated Regional Venue and will also support major events, showcase matches and League finals.

Eynesbury Football Netball Club

The township of Eynesbury is a relatively new residential subdivision created in the mid-2000s and is located approximately 15 kilometres to the south of the Melton township.

A community consisting of a high proportionate of young families, opportunities to participate in sport and recreation are highly valued by the local community. With the assistance of Council and AFL Victoria, the Eynesbury Football Netball Club (EFNC) organically established in 2012 from a locally run Auskick program taking place at a local park to playing and training at Ian Cowie Reserve.

Whilst EFNC participation and volunteer numbers steadily increased over the years since inception (1 x U10 & 1 x U12 in 2016 to 1 x U9, 1 x U11, 1 x U13, 1 x U15, 1 x Club 18 (senior social football) in 2022), club members were required to travel up to 15-20 km return for training and competition purposes.

The Eynesbury Recreation Reserve (ERR) had been eagerly awaited by the 3000-strong Eynesbury community with concept planning commencing between Council and stakeholders in 2018/2019. The state-of-the-art recreation reserve features a full-size LED floodlit football oval (second oval to be constructed in stage 2), 2x cricket nets, 4x lit tennis courts, 2x lit netball courts, 2x lit multi lined futsal/tennis courts, adventure play space, off-leash dog park and a community sports pavilion.

Located in the heart of Eynesbury and built adjacent to the local primary school; the ERR was activated in 2021 after the project was jointly funded with the Federal Liberal and Nationals Government investing \$2,845,377, the Victorian Government \$2,075,000, the City of Melton \$4,140,623 and AFL Victoria \$100,000.

Following the methodology outlined in the Sustainable Planning Framework on page 29; the process followed by Council and AFL Victoria in the creation of the EFNC and construction of the ERR will ensure long term club sustainability. EFNC are working towards reaching a full complement of junior teams (available age groups) and fielded a senior club 18s in its inaugural season at home.

Eynesbury Recreation Reserve is recognised in the City of Melton Football (AFL) Strategy 2022 as a district level venue.



12.7 CITY OF MELTON CRICKET STRATEGY

Author: Aaron Biscan - A/Manager Recreation and Young Communities

Presenter: Troy Scoble - Director City Life

PURPOSE OF REPORT

To present to Council the City of Melton Cricket Strategy.

RECOMMENDATION:

That Council:

1. Note the report.
2. Refer proposed future capital development recommendations for consideration as part of Council's Annual Budget Process.

Motion

Crs Abboushi/Kesic.

That Council:

1. Note the report.
2. Refer proposed future capital development recommendations for consideration as part of Council's Annual Budget Process.

CARRIED

REPORT

1. Executive Summary

The City of Melton Cricket Strategy 2022 is an important strategy for Council that provides Council with a comprehensive guide for the future planning, development, governance, and growth of cricket across the municipality for the next 10 years.

Developing the City of Melton Cricket Strategy was also a key recommendation of the City of Melton Sport Facility Demand Strategy 2020.

The forecast population growth and change of demographic likely to be experienced across the municipality by 2032 will be significant. The Strategy has been developed to plan for change, providing Council with a plan that is supported by evidence, developed in partnership with key stakeholders and flexible over time. The Strategy will assist Council in:

- Ensuring new communities have the right number and type of facilities to support the growth of cricket
- Prioritising investment in facilities that support the creation of vibrant and sustainable clubs
- Collaborating with clubs and associations to provide diverse participation opportunities
- Working in partnership with government, developers, Cricket Australia and Cricket Victoria to fund and deliver priority projects

- Addressing legacy issues with existing facilities and clubs and ensuring equitable opportunities to participate locally.

This report presents the City of Melton Cricket Strategy for Council consideration at **Appendix 1**.

2. Background/Issues

The Strategy

In 2020, Council developed the City of Melton Sports Facility Demand Strategy. This Strategy profiled 13 key sports that were considered a high priority for participation and infrastructure development across the City of Melton. A key outcome of the strategy was for sport specific strategies to be further developed to support the community sporting groups to work in partnership with Council on future infrastructure planning and development and on club development / governance to continue to increase participation in the City of Melton. These strategies would support Councillors and Officers with their ongoing engagement with the local community.

The City of Melton Soccer Strategy has previously been completed and the City of Melton Cricket Strategy has now been developed.

The City of Melton Cricket Strategy 2022 (the Strategy) provides Council with a comprehensive guide for the future planning, development, governance, and growth of cricket across the municipality for the next 10 years.

Cricket is currently the 3rd most participated sport in the City of Melton with 1762 current active participants. Based on current population growth and participation rates, it is expected that an additional 876 players and 79 teams will play in competitions across the region by 2032.

The Strategy is vital to support the continued growth of cricket as a recreation pursuit within the City of Melton. The Strategy will assist Councillors and Officers by providing a guide in the planning of new cricket facilities and redevelopment of existing facilities. The Strategy will also guide the activation of these facilities providing guidance on the establishment of new clubs and support required to ensure the sustainable development of existing clubs.

Methodology

The following methodology was undertaken to develop the Strategy:

- Stakeholder Engagement – Recreation officers consulted with five community cricket associations, twelve local cricket clubs and Cricket Victoria.
- Site Analysis – Recreation officers undertook an audit of existing facilities as per Cricket Australia compliance guidelines for facility provision and development.
- Project Brief – The project purpose and objectives were defined. A recreation planning consultancy was engaged to develop the Strategy.
- Background Research – Analysis of existing strategies, demographic review, participation analysis and benchmarking analysis.
- Strategic Development – Issues and options analysis, develop the vision, strategic directions and framework for cricket in the municipality.
- Draft Strategy – Development of a Draft Strategy and Implementation Plan.
- Stakeholder Engagement – Engage with the cricket community, local clubs and the Recreation and Leisure Advisory Committee.
- Final Strategy – Development of the Final Strategy and presentation to the Executive and Council.

The Final Strategy outlines the vision for cricket in the City of Melton and strategic priorities for implementation. The strategy also outlines the importance of strong relationships and partnerships with the community and sporting associations to continue to grow participation opportunities in cricket in the future.

Key Challenges

The Strategy identifies the following key challenges facing Cricket in the City of Melton.

New Facilities: The level of population growth in the City of Melton necessitates the delivery of a significant number of new cricket facilities. Cricket participation is forecast to grow by 876 competition participants and 79 competition teams over the life of the Strategy. By 2032, an additional 21 ovals are planned for delivery across 14 sites to meet demand.

New Clubs: The activation of new facilities may require the development of up to seven new cricket clubs by 2032. The strategy recommends developing cricket clubs at district-level facilities (two or more ovals), with the preference for new clubs to be developed in new communities.

Super Clubs: Super clubs was a concept developed by the key State Sporting Associations through the development of the City of Melton Sports Facility Demand Strategy. Three 'Super Clubs' have emerged in the City of Melton and are defined in community cricket with 200 or more participants. Super clubs may lead to uneven competitions, volunteer burnout, excessive travel, disconnection from local facilities, lower social connection and ground allocation issues. The model for sustainable participation suggests approximately 4-5 senior teams, 6-8 junior teams and entry level programs at each club. The level of growth of super clubs should be monitored and smaller clubs and newly established clubs supported to grow sustainably.

Turf Wickets: Council has received several requests from cricket clubs in recent years to replace synthetic wickets with turf wickets. There is currently no framework for planning and assessing proposed turf wicket development. With participation forecast to continue to grow, ongoing planning for the balanced provision of synthetic and turf wickets is required to ensure access to turf cricket pathways, particularly in new communities.

Single-Oval Venues: As identified in the Sports Facility Demand Strategy, Council is managing a number of legacy facilities being single oval facilities. Half of the existing cricket facilities are single-oval venues, which can limit opportunities for clubs to grow. All club home facilities in new communities should be located at district level (two oval) sites to allow for sustainable growth. There may be instances where Council needs to work with clubs based at single-oval facilities to identify new and suitable venues to which they can be relocated to support sustainability.

Social Cricket and Winter Cricket: Increasing social cricket and winter cricket use of facilities has resulted in conflicts of use with club use. With participation in social and winter cricket projected to grow, Council can support these new opportunities to participate in cricket by encouraging alignment with club and association structures and adherence to Council's facility booking processes.

Implementation

The Strategy provides a series of resources to support its delivery, including:

- Strategic Framework: Outlining the vision for cricket in the City of Melton and four strategic priorities for implementation.
- Cricket Governance Framework: Outlining the roles Council, government, cricket, and community stakeholders play in the implementation of the Strategy.
- Sustainable Planning Framework: Outlining the stages of planning, delivery and activation of new facilities.

- Implementation Plan: Outlining short, medium and long-term recommendations for all strategic priorities.
- Turf Wicket Facility Development Framework: Providing guidance for the development of future turf wicket facilities.
- Facility Development Standards: Providing guidance during the planning and development of cricket facilities that will inform Council's Community Infrastructure Plan

3. Council and Wellbeing Plan Reference and Policy Reference

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

1. A safe City that is socially and culturally connected

1.4 A City that promotes positive public health and wellbeing outcomes to our community.

4. Financial Considerations

The strategy includes a proposed Infrastructure Plan for Cricket in Melton over the next 10 years. The Implementation Plan has been developed considering Council's draft 10 Year Infrastructure Plan, facility inspections and audits undertaken and engagement with the cricket community. The Infrastructure Plan for Cricket will be used to help identify and prioritise projects for consideration in Council's annual and long-term capital works programs.

The Infrastructure Plan for Cricket provides a prioritised plan for up to \$195 million of investment into multipurpose greenfield sites that will host cricket, along with other seasonal sports, and approximately \$13.3 million of investment into the upgrade of existing facilities over the next 10 years.

5. Consultation/Public Submissions

The City of Melton Cricket Strategy has been influenced and informed by the outcomes of consultation with cricket stakeholders to understand their expectations, challenges and opportunities for growth.

In the development process of the Draft Strategy, all community cricket associations and clubs within the City of Melton were engaged to inform the strategy. Cricket Victoria and the Recreation and Leisure Advisory Committee were also engaged to support the development of this Strategy.

Once drafted, feedback on the Strategy was sought during a two-week public exhibition period from 16 September to 30 September 2022. Details of the public exhibition period and an invitation to make a submission were sent via email to:

- All twelve cricket clubs based in the City of Melton;
- Five community cricket associations and Cricket Victoria; and
- The Recreation and Leisure Advisory Committee.

The public exhibition period was also advertised in the:

- Quarterly newsletter sent to all 88 sport and recreation clubs and community groups which use a Council recreation or leisure facility on a regular basis; and
- The weekly Councillor eNews.

Feedback was captured via an electronic submission form hosted on 'City of Melton Conversations', Council's online community engagement website. A full copy of the Draft Strategy was made available to download.

Three submissions were received during the exhibition period and considered as part of the developed of the Final Strategy.

A summary of the collated feedback provided includes:

- Positive feedback on the content and presentation of the Strategy with clear recommendations and framework to guide future planning.
- One submission highlighted that no works are proposed for Boronia Drive Reserve and that shade is required. This feedback was noted. The construction of a spectator shelter at Boronia Drive Reserve is currently scheduled for delivery in the 2022/23 capital program.
- One submission raised concerns that monitoring the emergence of super clubs and supporting smaller clubs and new clubs to grow sustainably would result in restrictions on club numbers. This feedback was noted. The Strategy supports the sustainable growth of all clubs and does not propose restrictions on existing club numbers. The State Sport Associations will be partnered to drive growth of the sport in the City.
- Future high demand for winter cricket and that access to grounds to play year-round is required. This feedback was noted. The Strategy supports access to facilities for winter cricket and recommends that Council investigate opportunities for cricket pitches to remain uncovered for grounds that are surplus to winter season sport demand.
- Specific submission relating to Eynesbury Recreation Reserve that practice facilities are not enough for the number of players attending each session. This feedback was noted. The Strategy supports the provision of four nets once a club reaches a participation rate of at least 4-5 senior teams, 6-8 junior teams and entry level programs. An additional 2 nets at Eynesbury Recreation Reserve are currently identified as a medium-term priority (years 4-6) in the Strategy. This will be reviewed annually.

Following the presentation of the City of Melton Cricket Strategy at the 12 December Ordinary Meeting of Council, Officers will:

- Close out engagement with the City of Melton cricket community, associations, Cricket Victoria, the Recreation and Leisure Advisory Committee and those that made a submission that the Strategy has been finalised. All stakeholders will be acknowledged for their valuable contribution into that Strategy and informed that access to the Strategy is available via Council's website. A copy will be provided to all City based cricket clubs.
- All those that made a submission will be provided with a response to their feedback and invited to meet with Officers to discuss their submission and the Strategy.
- Meet with Cricket Victoria and key funding bodies to drive collaboration in the implementation of the strategies.

6. Risk Analysis

Not applicable.

7. Options

That Council note the report as per the Officers recommendation.

LIST OF APPENDICES

1. City of Melton Cricket Strategy - dated November 2022



City of Melton Cricket Strategy 2022

November 2022



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EXECUTIVE SUMMARY

The City of Melton Cricket Strategy 2022 aims to grow cricket participation across the municipality through the provision of high-quality facilities and diverse participation opportunities for the community.

The Strategy provides Council with a comprehensive guide for the future planning, development, governance and growth of cricket over the next 10 years.

The City of Melton is one of Australia's fastest growing municipalities, with the development of new communities creating opportunities to grow cricket.

With the rate of population growth within the City of Melton driving participation, Council must focus on delivering the facilities required to cater for demand and establishing new cricket clubs to activate facilities. In addition to this, existing cricket clubs must be supported to continue to drive participation outcomes in established communities.

Based on current forecasting and City of Melton sports facility demand planning, Council is aiming to deliver 21 additional ovals across 14 sites between 2022 and 2032. This level of new cricket infrastructure will be required, as cricket participation is forecast to grow by 876 competition participants and 79 competition teams over the life of the Strategy.

The activation of new facilities may require the development of up to seven new cricket clubs by 2032. The strategy recommends developing cricket clubs at district-level facilities (two or more ovals), with the preference for new clubs to be developed in new communities.

The scale of planning, construction and development required to support the growth of cricket in the City of Melton over the next decade is significant. The Strategy provides a prioritised implementation plan for \$195 million of investment into multipurpose greenfield sites that will host cricket, along with other seasonal sports, and over \$13.3 million of investment into the upgrade of existing facilities.

The Strategy provides a series of resources to support its delivery, including:

- Strategic Framework: Outlining the strategic priorities for implementation
- Cricket Governance Framework: Outlining the roles of Council, government, cricket and community stakeholders
- Sustainable Planning Framework: Outlining the stages of planning and delivery for new facilities
- Implementation Plan: Outlining short, medium and long term recommendations
- Turf Wicket Facility Development Framework

To ensure that new and existing facilities reach their potential, clubs, associations and other cricket stakeholders must work in partnership towards the long term vision for cricket to be:

"a growing and diverse sport that strengthens the physical, social and mental health of our community through participation and inclusion"

The next 10 years provides a significant opportunity to grow cricket across the City of Melton. To ensure that this opportunity is realised, the City of Melton, its partners and the cricket community must work together to deliver outcomes that will support Melton's next generation of cricketers, volunteers, officials and administrators.



PROJECT BACKGROUND

Project Background

The City of Melton Cricket Strategy 2022 has been developed to outline the strategic priorities and actions that will support the sustainable growth of cricket across the municipality.

The Strategy is underpinned by Council's vision – A vibrant, safe and liveable City Accessible to all, and the Council and Wellbeing Plan 2021-2025. Further to Council's core corporate plans, the Strategy draws direction from Council Infrastructure Plans, Precinct Structure Plans, Facility Guidelines and Sports Demand Planning.

The Strategy is supported by a range of data and evidence collated by the City of Melton, including consultation with the cricket community and key stakeholders, facility audits, Council plans and strategies, participation data and demographic profiling.

The Strategy has been developed to align with Council's broader planning for community infrastructure and the development of new communities in growth corridors.

The City of Melton engaged specialist consultants to work in collaboration with Council staff to analyse all relevant information and establish strategic directions for cricket within the municipality between 2022 and 2032.

The amount of growth and change likely to be experienced across the municipality by 2032 is significant. The Strategy has been developed to plan for change, providing Council with a plan that is supported by evidence and flexible over time.

The development of the City of Melton Cricket Strategy 2022 supports the cricket community by:

- Ensuring new communities have the right number and type of facilities to support the growth of cricket
- Prioritising investment in facilities that support the creation of vibrant and sustainable clubs
- Collaborating with clubs and associations to provide diverse participation opportunities
- Working in partnership with government, developers, Cricket Australia and Cricket Victoria to fund and deliver priority projects
- Addressing legacy issues with existing facilities and clubs, and ensuring equitable opportunities to participate locally



CITY OF MELTON COMMUNITY PROFILE

About the City of Melton

The City of Melton is one of Australia's fastest growing municipalities, located in Greater Melbourne's western metropolitan growth corridor approximately 40 kilometres from Melbourne's CBD.

The population of the City of Melton is split between two primary residential areas in the eastern and western areas of the City, with a central growth corridor generating population growth in the medium-to-long term.

The total population of the City of Melton will grow from 193,788 in 2022 to 275,157 in 2032, representing 42% growth over the ten-year life of this strategy. The City will grow to 448,053 to 2051, representing 131% growth.

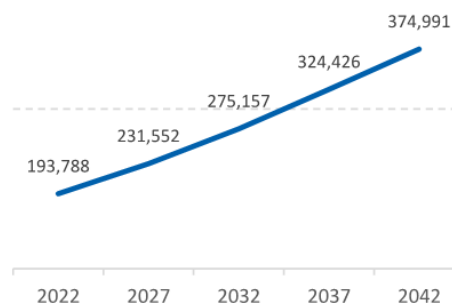
Based on the percentage of population change 2018-2019, the City of Melton is Australia's fourth fastest growing local government authority, with 5.2% annual growth.

Melton is a multicultural community, with 29.9% of residents born overseas and 32.1% of residents speaking a language other than English at home. India represents the largest cohort of overseas born residents (3.8%), followed by the Philippines (2.9%), United Kingdom (2.4%), New Zealand (2.1%) and Malta (1.4%).

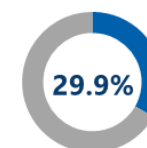
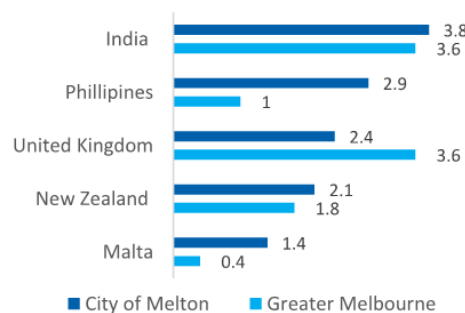
The age profile is younger than the average for Greater Melbourne, with higher proportions of 0-4-year-olds, 5-11-year-olds, 12-17-year-olds and 35-49-year-olds. This age profile is consistent with a community that consists of a high proportion of young families.

City of Melton Cricket Strategy 2022

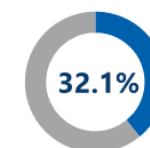
Population Forecast 2022-2042



Residents Born Overseas (%)

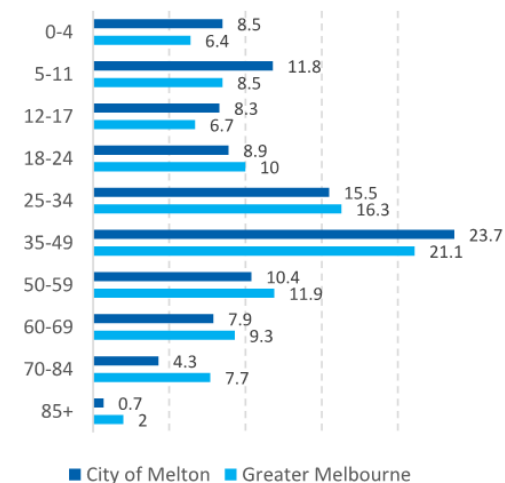


Residents Born Overseas



Speak Language Other Than English At Home

Service Age Groups (%)

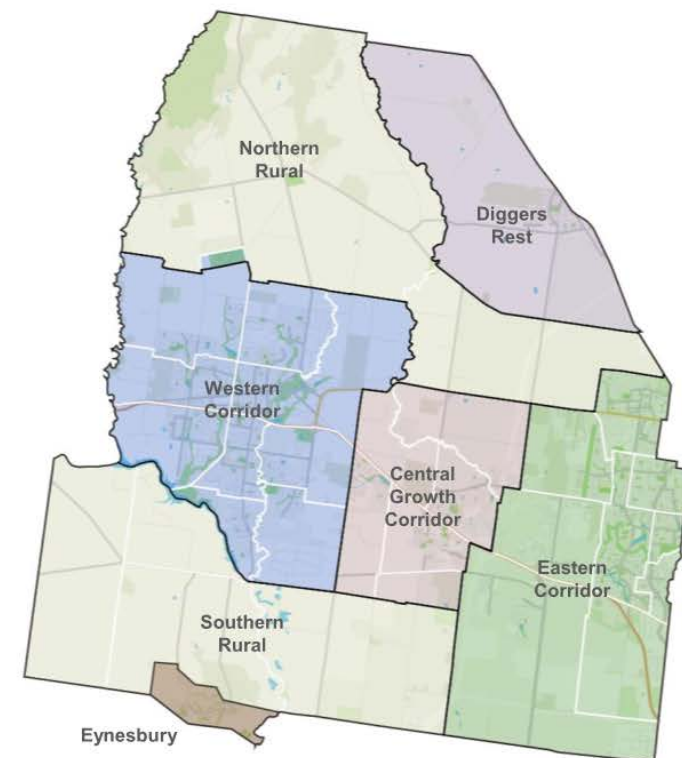


PLANNING FOR GROWTH

About the City of Melton

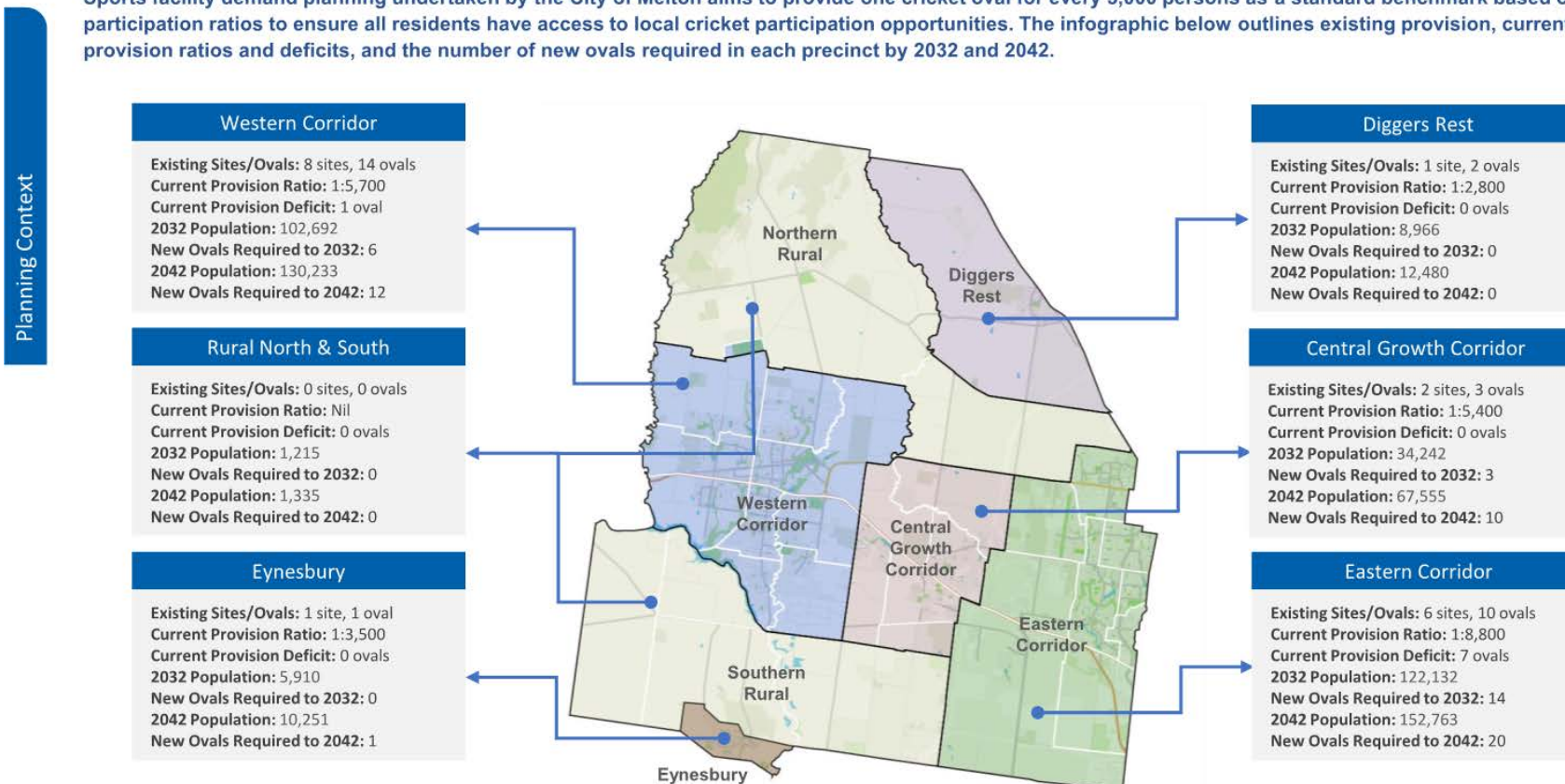
The City of Melton will grow primarily through the Western, Central Growth and Eastern Corridors between 2022 and 2032, providing opportunities to establish new cricket facilities and clubs.

PRECINCT	SUBURBS	2022	2032	2022-2032 % GROWTH	2042	2022-2042 % GROWTH
Eastern Corridor	Burnside, Burnside Heights, Caroline Springs, Deanside, Fraser Rise, Hillside, Taylors Hill, Truganina-Ravenhall	87,662	122,132	39.3%	152,763	74.3%
Western Corridor	Brookfield, Cobblebank-Strathtulloh, Harkness, Kurunjang, Melton, Melton South, Melton West, Weir Views	79,760	102,692	28.8%	130,233	63.3%
Central Growth Corridor	Aintree, Bonnie Brook, Fieldstone, Grangefields, Rockbank, Thornhill Park	16,189	34,242	111.5%	67,555	317.3%
Diggers Rest	Diggers Rest	5,575	8,966	60.8%	12,480	123.9%
Eynesbury	Eynesbury	3,475	5,910	70.1%	10,251	195.0%
Southern & Northern Rural	Southern & Northern Rural	1,127	1,215	7.8%	1,335	18.5%
TOTAL		193,788	275,157	42.0%	374,991	93.5%



PLANNING FOR FUTURE CRICKET FACILITY PROVISION

Sports facility demand planning undertaken by the City of Melton aims to provide one cricket oval for every 5,000 persons as a standard benchmark based on participation ratios to ensure all residents have access to local cricket participation opportunities. The infographic below outlines existing provision, current provision ratios and deficits, and the number of new ovals required in each precinct by 2032 and 2042.



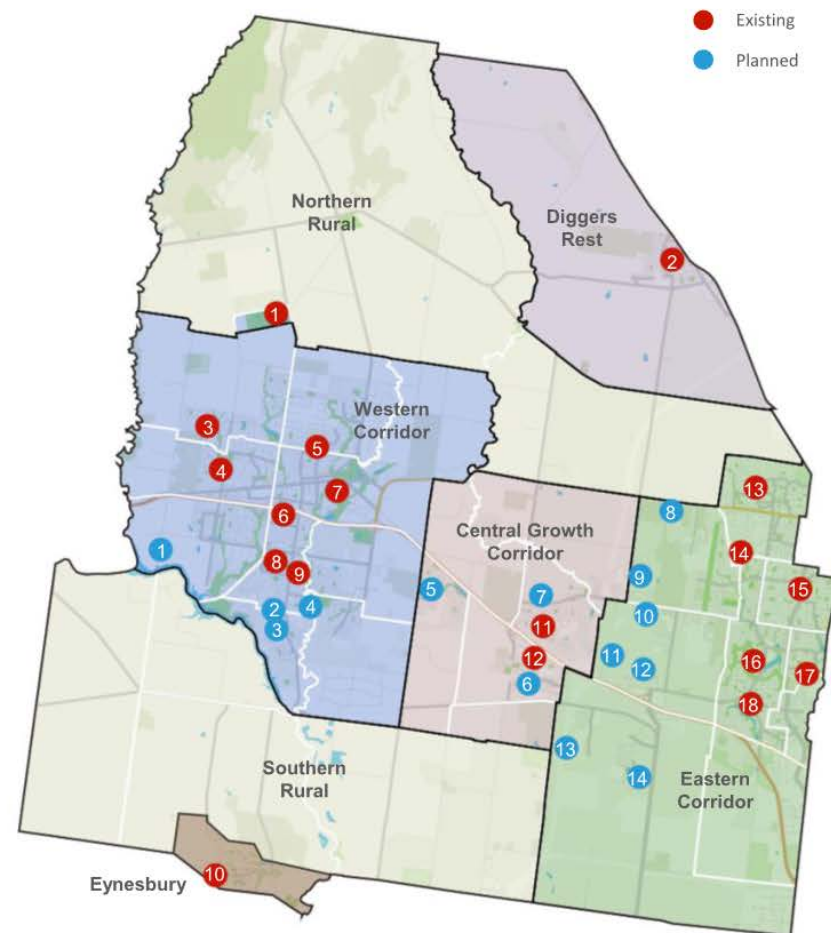
City of Melton Cricket Strategy 2022

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PLANNED CRICKET FACILITY PROVISION 2022-2032

Planning Context

EXISTING SITES	PLANNED NEW SITES 2022-2032
Southern & Northern Rural	0 new ovals planned
1. MacPherson Park Recreation Reserve (4 ovals) - services Western Corridor	Nil
Diggers Rest	0 new ovals planned
2. Diggers Rest Recreation Reserve (2 ovals)	Nil
Western Corridor	6 new ovals planned
3. Arnolds Creek Recreation Reserve (2 ovals)	1. Brookfield Recreation Reserve (2 ovals)
4. West Lakes Recreation Reserve (1 oval)	2. Toolern Playing Fields 1 Hub 1 (2 ovals)
5. Kurunjang Recreation Reserve (1 oval)	3. Toolern Playing Fields 2 (1 oval)
6. Blackwood Drive Recreation Reserve (3 ovals)	4. Bridge Road Recreation Reserve (1 oval)
7. Melton Recreation Reserve (1 oval)	
8. Mt Carberry Recreation Reserve (1 oval)	
9. Melton South Recreation Reserve (1 oval)	
Eynesbury	0 new ovals planned
10. Eynesbury Recreation Reserve (1 oval)	Nil
Central Growth Corridor	3 new ovals planned
11. Aintree Recreation Reserve (2 ovals)	5. Paynes Road Reserve (1 oval)
12. Ian Cowie Recreation Reserve (1 oval)	6. Rockbank East Sports Reserve (1 oval)
	7. Rockbank North Active Fields (1 oval)
Eastern Corridor	12 new ovals planned
13. Hillside Recreation Reserve (1 oval)	8. Plumpton North Sports Reserve (1 oval)
14. Boronia Drive Reserve (1 oval)	9. Plumpton West Sports Reserve (2 ovals)
15. Taylors Hill Recreation Reserve (2 ovals)	10. Deanside Sports Reserve (2 ovals)
16. Caroline Springs Recreation Reserve (2 ovals)	11. Kororoit West Sports Reserve (2 ovals)
17. Burnside Heights Recreation Reserve (2 ovals)	12. Kororoit Sports Reserve (1 oval)
18. Brookside Recreation Reserve (2 ovals)	13. Mt Atkinson West Sports Reserve (2 ovals)
	14. Mt Atkinson East Sports Reserve (2 ovals)



STAKEHOLDER CONSULTATION

Cricket in the City of Melton

The City of Melton Cricket Strategy has been influenced by the outcomes of consultation with cricket stakeholders to understand their expectations, challenges and opportunities for growth.

The City of Melton consulted with:

- Five community cricket associations:
 - Victorian Turf Cricket Association (VTCA), Victorian Sub-District Cricket Association (VSDCA), North-West Metropolitan Cricket Association (NWMCA), Gisborne Cricket Association (GCA), Western Suburbs Churches and Community Cricket Association (WSC&CCA)
- Twelve cricket clubs:
 - Aintree CC, Burnside Springs United CC, Caroline Springs CC, Diggers Rest Bulla Village CC, Eynesbury CC, Falcons CC, Melton CC, Melton Centrals CC, Melton South CC, St Anthony's CC, Sydenham-Hillside CC and Western Lions CC
- Cricket Victoria's Outer West Metro Cricket Manager

The adjacent table summarises the key themes raised by cricket stakeholders.

City of Melton Cricket Strategy 2022

	KEY CONSULTATION THEMES		
	FACILITIES	PARTICIPATION	OPPORTUNITIES
CRICKET VICTORIA	<ul style="list-style-type: none"> Investigating facility and infrastructure grants and funding partnerships to support council. Identify synergies & alignment with Council plans and the Victorian Cricket Infrastructure Strategy 	<ul style="list-style-type: none"> Growing female, junior and multicultural participation and club involvement. Understanding player participation migration trends to design potential actions and strategies. 	<ul style="list-style-type: none"> Utilisation of Cricket Victoria's centralised administration support and programs for clubs. Investigate grant funding opportunities from the Australian Cricket Infrastructure Fund.
ASSOCIATIONS	<ul style="list-style-type: none"> Challenges include accessing grounds, ground availability and fixturing games. Due to growth of teams and clubs, VTCA & GDCA require access to more turf wickets. 	<ul style="list-style-type: none"> City of Melton is seen as a growth area for new clubs and teams. 	<ul style="list-style-type: none"> Desire for associations to be more aligned and collaborative with Council.
CLUBS	<ul style="list-style-type: none"> Accessing grounds on Saturdays for competition fixtures is a challenge. Clubs want to grow team numbers and fully utilise facilities. Provision of female friendly rooms, practice facilities and additional storage. Increase access to turf wickets. Access to school ovals for overflow. Maintenance and risk concerns relating to practice facilities. Increase and upgrade synthetic wickets and practice nets. 	<ul style="list-style-type: none"> Participation is holding steady since 2017 following large growth in team numbers. Aim to sustain men's teams while growing junior and female participation. Some clubs cap men's senior team numbers due to limited ground access. Club development in governance, promotion of women's seniors, junior boys and girls, and entry level programs. 	<ul style="list-style-type: none"> Collaboration and partnerships with Cricket Victoria, Cricket Australia, Council and schools would be beneficial and assist in increasing participation, diversity, club development opportunities, alternative fixturing arrangements and advocating for investment.

PARTICIPATION TRENDS

The following participation trends have been identified through the analysis of participation data and competition teams (see Appendix 1).

Cricket is the third highest participation sport in the City of Melton, behind Australian rules football and basketball. Following five seasons of significant growth between 2014/15 and 2018/19, cricket participation slightly decreased in the COVID-19 affected 2020/21 season.

Despite the impact of COVID-19 at the commencement of the season and many matches being interrupted due to players isolating, cricket participation has rebounded in 2021/2022. Although limited access was allowed within schools by Cricket Victoria to deliver programs and promote junior cricket and Woolworths Cricket Blast, registered team and player numbers increased to the highest level recorded.

Whilst player participation has continued to grow in the City of Melton, the percentage of residents playing cricket remains lower than the Victorian average cricket participation rate.

It should also be noted that Cricket Australia has revised the number of players per team in some formats. In addition, some players may play in multiple teams concurrently. These factors contribute to the growth in team numbers despite a slight decline in actual participation numbers.



PARTICIPATION GROWTH

Between 2015 and 2022, an additional 58 teams joined competitions, representing a 77% increase in the number of teams.



JUNIOR PARTICIPATION

Junior participation comprises 58% of total participation, with a total of 769 junior cricketers and 253 Cricket Blast participants in 2021/2022.



WOOLWORTHS CRICKET BLAST

253 children participate in Cricket Blast at nine clubs, including 42 girls. On average 24 children attend each club program, representing the highest average participants per centre in Victoria.



FEMALE PARTICIPATION

In season 2021/2022, a total of 160 women and girls represented clubs in competition (10.6% of total) and 42 girls participated in Cricket Blast (17% of total).



SENIOR PARTICIPATION

Senior participation comprises 42% of total participation, with a total of 740 senior cricketers in 2021/2022.

Associations and clubs report growing demand for Mid-Year Cricket and Social Cricket competitions.



SUPER CLUBS

Three 'Super Clubs' have emerged with 200 or more participants (including Cricket Blast) and in excess of 4-5 senior and 6-8 junior teams.

PARTICIPATION INSIGHTS

Participation Growth

Community cricket participation has achieved strong growth between 2015 and 2022, with 58 teams added to competitions within the City of Melton over this period.

Based on current population growth and participation rates, it is expected that an additional 876 players and 79 teams will play in competitions by 2032 (see analysis on page 12).

Player Migration

Player migration in and out of the City of Melton has been analysed to determine the proportion of Melton residents seeking cricket outside of the city (migration out) and non-City of Melton residents playing cricket at Melton-based clubs (migration in).

While players may “migrate” in and out of the municipality to play, there is a healthy cricket offering across all precincts. Reasons for player migration generally relate to finding appropriate levels of competition, playing with friends/family, or remaining with their existing club if they have recently moved to the City of Melton.

Ensuring that residents are able to easily access cricket participation opportunities to suit their age, level of ability and preferred formats within close proximity will limit the need for residents to travel outside of the municipality to play the game.

City of Melton Cricket Strategy 2022

Super Clubs

‘Super clubs’ a concept identified in Council’s sports facility demand planning, are clubs that have grown to a large number of teams due to geographic spread into new residential areas beyond their district catchment. The City of Melton currently has three ‘super clubs’ that each have more than 200 participants (including Cricket Blast).

Super clubs may lead to uneven competitions, volunteer burnout, excessive travel, disconnection from local facilities, lower social connection and ground allocation issues.

The model for sustainable participation suggests approximately 4-5 senior teams, 6-8 junior teams and entry level programs at each club.

Council and Cricket Victoria should monitor the level of growth of super clubs and support smaller clubs and newly established clubs to grow sustainably.

Junior and Female Participation

Cricket Victoria and Cricket Australia are changing playing trends through focused efforts to grow participation by girls and women, smaller team sizes for juniors, and flexible and shorter game formats. These changing trends will continue to impact the demand for cricket facilities.

While female participation in the City of Melton has developed from a low base, 10.6% of competition participants and 17% of Cricket Blast participants represents growth in women and girls engaging in cricket.

Access to Turf Competition Pathways

Turf cricket competition is played by five clubs within the well-established eastern and western corridors. The clubs that play in turf cricket competitions currently account for 53% of participation, providing access to turf cricket pathways to the majority of cricketers.

With participation forecast to continue to grow, ongoing planning for the balanced provision of synthetic and turf wickets is required to ensure access to turf cricket pathways, particularly in new communities.

Social Cricket and Winter Cricket

Increasing social cricket and winter cricket use of facilities has resulted in conflicts of use with club use. Issues occur when social groups arrive unannounced and access facilities reserved for club training and competition. There are also examples of social groups removing protective covers that are placed over cricket wickets for winter sport resulting in facilities being unsafe for football matches and training.

With participation in social and winter cricket projected to grow, Council can support these new opportunities to participate in cricket by encouraging alignment with club and association structures and adherence to Council’s facility booking processes.

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PARTICIPATION PROJECTIONS TO 2032

Cricket in the City of Melton

Participation in cricket is predicted to grow significantly, with an additional 876 players and 79 teams forecast by 2032.

In projecting cricket participation, the following assumptions have been made:

- Cricket participation to remain at 1.08% of population (as outlined in Council's sports facility demand planning)
- Growth in teams is based on 11 players per team
- Cricket Blast participation has been excluded for the purpose of predicting growth in competition teams (253 Cricket Blast participants in 2021/2022)

Cricket Victoria and Cricket Australia have responded to changes in participation behaviour, now offering more flexible playing formats and teams requiring less players. Recruitment of Cricket Blast, juniors, girls and women have also been prioritised as key target cohorts for growth.

Cricket Australia's Junior Formats recommend smaller team numbers, shorter games and shorter pitch lengths. These formats have been adopted by a number of City of Melton's cricket clubs and associations.

Growing preferences for flexible scheduling and social/informal cricket will require clubs, associations and Council to consider ground allocation and competition structures to cater for forecast growth over time.

PRECINCT	POPULATION				CURRENT PARTICIPATION		2022-2032 FORECAST PARTICIPATION			
	2022	2032	10 YEAR GROWTH	10 YEAR % GROWTH	PLAYERS 2022*	TEAMS 2022	PLAYER GROWTH*	TOTAL PLAYERS BY 2032*	TEAMS GROWTH**	TOTAL TEAMS BY 2032
Eastern Corridor	87,662	122,132	34,470	39.3%	629	58	372	1,001	34	92
Western Corridor	79,760	102,692	22,932	28.8%	463	40	247	710	22	62
Central Growth Corridor	16,189	34,242	18,053	111.5%	218	17	195	413	18	35
Diggers Rest	5,575	8,966	3,391	60.8%	90	7	36	126	3	10
Eynesbury	3,475	5,910	2,435	70.1%	109	11	26	135	2	13
Southern & Northern Rural	1,127	1,215	88	7.8%	-	-	-	-	-	-
TOTAL	193,788	275,157	81,369	42.0%	1,509	133	876	2,385	79	212

* Cricket Blast participants excluded for the purpose of competition players and team growth analysis

**Based on 11 players per team

CRICKET FACILITY HIERARCHY

Cricket in the City of Melton

Cricket facilities in the City of Melton should align with the facility hierarchy and standards to ensure suitability for the level of use at each site.

Sports facility demand planning undertaken by the City of Melton established a two-tiered hierarchy and associated standards for use during the planning and development of cricket facilities across the City. The facility development standards are outlined in further detail in Appendix 3.

To enable clubs to grow sustainably and provide local cricket participation opportunities, new cricket club home venues should be located at district level sites with two ovals.

A list of existing cricket venues is provided on page 14, outlining the hierarchy level, facility provision and use by clubs as home and secondary venues.

HIERARCHY	DEFINITION
District	<p>District level cricket facilities are designed and maintained to cater primarily for club training and competition. They are typically the 'headquarters' (or home) facility for clubs.</p> <p>Facilities are generally multipurpose, sharing primarily with AFL or soccer clubs. Facility provision allows for clubs to grow sustainably and host club training, competition, administration and social activities at a central venue.</p> <p>New facilities that provide opportunities for new club formation should align to the district level hierarchy provision.</p> <p>The majority of cricket facilities (current and proposed) in the City of Melton will be district level cricket facilities.</p>
Regional	<p>Regional level cricket facilities are designed to cater for participation, events and programming that services a municipal size catchment.</p> <p>Facilities are generally multi-purpose and provision standards are generally higher than district level facilities to cater for higher level competitions and events.</p> <p>Regional facilities may also act as a home venue for a local cricket club.</p>

CRICKET FACILITIES IN THE CITY OF MELTON

Cricket in the City of Melton

The City of Melton currently provides 30 ovals across 18 sites for cricket.

Cricket facilities in the City of Melton are currently used by 12 cricket clubs within a range of associations and competitions (see Appendix 2).

There are currently 12 district level facilities and one regional level facility in the City.

SITE	HIERARCHY	CLUB HOME VENUE	NO. OF OVALS	TURF PITCHES	SYNTHETIC PITCHES	CRICKET NETS
MacPherson Park Recreation Reserve	Regional	Melton	4	2	2	8
Arnolds Creek Recreation Reserve	District	St Anthony's	2	0	2	4
Blackwood Drive Recreation Reserve	District	Melton Centrals	3	1	2	3
Brookside Recreation Reserve	District	Falcons	2	0	2	2
Burnside Heights Recreation Reserve	District	Burnside Springs United	2	0	2	5
Caroline Springs Town Centre Reserve	District	Caroline Springs	2	1	1	4
Diggers Rest Recreation Reserve	District	Diggers Rest Bulla Village	2	0	2	4
Eynesbury Recreation Reserve	District	Eynesbury	1	0	1	2
Frontier Recreation Reserve	District	Aintree	2	0	2	4
Hillside Recreation Reserve	District	Sydenham-Hillside	1	1	0	5
Ian Cowie Recreation Reserve	District	Western Lions	1	0	1	2
Melton Recreation Reserve	District	Melton South	1	1	0	2
Taylors Hill Recreation Reserve	District	-	2	0	2	2
Boronia Drive Recreation Reserve	Secondary Venue	-	1	0	1	2
Kurunjang Recreation Reserve	Secondary Venue	-	1	0	1	4
Melton South Recreation Reserve	Secondary Venue	-	1	0	1	2
Mount Carberry Recreation Reserve	Secondary Venue	-	1	0	1	3
Westlake Memorial Reserve	Secondary Venue	-	1	0	1	2

CRICKET FACILITIES IN THE CITY OF MELTON

Turf Wickets

The centre wicket type across the City of Melton currently favours synthetic pitches, with 24 synthetic pitches and six turf pitches provided. Council has received several requests from cricket clubs in recent years to replace synthetic wickets with turf wickets. There is currently no formal framework in place to respond to these requests.

A framework to guide Council decision-making regarding the provision, maintenance and management of turf wickets is provided on page 26.

Cricket Nets

There are 60 cricket nets in the City of Melton, with 47 of these nets located at club home venues.

The facility development standards specify a provision ratio of two cricket nets per oval. Consideration should be given to providing up to four nets at single-oval district level facilities where the home club has reached a participation rate equivalent to a sustainable club (i.e. 4-5 senior teams, 6-8 junior teams and entry level programs at each club).

Single-Oval Facilities

The existing cricket venues represent an even proportion of single and multi-oval sites, with nine of each respectively.

A number of existing clubs operate from single-oval sites as their home venue, with access to secondary venues to cater for competition fixturing requirements. These single-oval venues generally align with district level facility provision other than the number of ovals

It is important that Council not unnecessarily invest in the development of single-oval facilities for cricket. Single-oval facilities still play an important role in the overall provision of cricket facilities in the City of Melton, however, are best utilised as secondary venues for training and matched where there is insufficient capacity at a clubs home venue.



KEY ISSUES AND OPPORTUNITIES

Key Issues & Opportunities



Population and Demographics

- **Population Growth:** The City of Melton is one of Australia's fastest growing local government authorities, creating opportunities to grow participation and establish new clubs and facilities.
- **Demographic Profile:** The City's demographic profile consists of a high proportion of young families, with higher levels of 0-4, 5-17 and 35-49 year-old age cohorts than the average for Greater Melbourne. This age profile favours cricket participation, particularly through junior competitions and entry level programs.
- **Migration:** New residents migrating from overseas are predominantly coming from cricket-playing nations, with India (3.8% of total population), United Kingdom (2.4%) and New Zealand (2.1%) representing three of the top four countries of origin. Migration patterns should be monitored throughout the life of the Strategy due to the potential impacts of COVID-19.



Facilities and Infrastructure

- **New Facilities:** The level of population growth in the City of Melton necessitates the delivery of a significant number of new cricket facilities. By 2032, an additional 21 ovals are planned for delivery across 14 sites to meet demand.
- **Existing Facilities:** The City has 30 existing ovals across 18 sites, with the majority of facilities rated as being in good-to-moderate condition.
- **Single-Oval Venues:** Half of the existing sites are single-oval venues, which can limit opportunities for clubs to grow and present a range of logistical issues for clubs operating across multiple venues. Council should continue to support existing single-oval venues that act as club home facilities, without over-capitalising. All club home facilities in new communities should be located at district level (two oval) sites to allow for sustainable growth. Single-oval facilities should function primarily as secondary (overflow) venues. There may be instances where Council needs to work with clubs based at single-oval facilities to identify new and suitable venues to which they can be relocated to support sustainability.
- **Pitch Type:** The mix of turf/synthetic pitches is 20% turf / 80% synthetic (Greater Melbourne approximately 25% turf). This mix of pitches meets current needs, although clubs have identified the need for additional turf pitches over time. There is currently no framework for planning and assessing proposed turf wicket development.
- **Practice Facilities:** Concerns regarding the condition of practice facilities were raised by clubs during consultation. Council should continue to renew and upgrade practice facilities that are at the end of their life-cycle as part of Council's cricket facilities renewal program.
- **Practice Facilities:** Practice facilities that are under the service provision level of two nets per oval should be considered for expansion.

KEY ISSUES AND OPPORTUNITIES

Key Issues & Opportunities



Participation Growth

- **State of Play:** Cricket is the third most popular sport in Melton. After five seasons of significant growth between 2014/15 and 2018/19 (542 players) participation is stable with team and registered player numbers rebounding in 2021/22.
- **Female participation:** Female participation and entry level program participation has grown recently, although only four clubs have 20+ female participants. Cricket Victoria can support further female participation growth through programs and supporting existing clubs.
- **Player Migration:** Maximising local participation by building new clubs in new communities and providing a pathway for cricketers to progress within local clubs.
- **Optimum Sized Clubs vs Super Clubs:** Opportunity to align with Cricket Australia guidelines aiming for 4-5 senior teams, 6-8 junior teams and entry-level programs as a sustainable participation model. There are currently three 'super clubs' and a further three clubs with high numbers of senior teams in proportion to junior teams.
- **Aligned Population Trends & Facilities Development to Grow:** Drive emerging population and participant cohorts e.g. female and junior participants, and residents from cricket playing nations with planning and provision of facilities.
- **Fixturing and Scheduling Flexibility:** Flexible fixturing by cricket associations to include mid-week and Sunday fixtures will increase access and meet growing demand at all levels.
- **Social Cricket:** Increased use of facilities by unaffiliated organised competitions creates ground allocation and equity issues.
- **Winter Cricket:** Emerging demand for cricket during the winter season is creating ground allocation issues and potential for conflict between user groups.



Club Development

- **New Communities, New Clubs:** The development of new clubs as facilities are delivered in new communities should be a priority for Council. New clubs should be located at district level (two oval) sites to support sustainable growth and alignment with the optimum club size.
- **Roles in New Clubs:** Roles for cricket stakeholders in the development of clubs and activation of facilities need to be clearly defined and agreed. Roles should be established via the adoption of a governance framework.
- **Club Sustainability:** The indicators of sustainable clubs should be established and proactive steps taken to encourage new and existing clubs to align with indicators. Council should seek to support clubs to align with the optimum club size.
- **Participation Diversity:** Participation diversity should be prioritised to grow clubs and provide broad participation opportunities to male/female, senior/junior, entry-level programs, social competitions and other opportunities as they arise.
- **Volunteer Support:** Support for club volunteers via Council and Cricket Victoria resources should be widely promoted and implemented.

KEY ISSUES AND OPPORTUNITIES

Key Issues & Opportunities



Governance and Partnerships

- **Roles and Responsibilities:** The roles of Council, clubs, associations, Cricket Victoria, Cricket Australia, developers and funding partners are only partially understood and not collectively agreed.
- **Partnerships:** Stronger partnerships can be formed between Council, schools, clubs, Cricket Victoria and Cricket Australia. Council and Cricket Victoria will play key roles driving partnerships and planning outcomes.
- **Governance Framework:** The development of a governance framework with clear roles will assist in addressing operational issues, including:
 - Fixturing and scheduling
 - Facility planning, development and activation
 - Participation
 - Club development
 - Talent pathways
- **Policy Development:** Policies should be developed in conjunction with stakeholders to support sustainable growth and club operations.
- **Technology:** Use of technology platforms will help clubs improve their administration, compliance and management procedures.



Resources and Support

- **Resources and Support:** Resources are required to support new and existing clubs in the following priority areas:
 - New club development
 - Capital works planning
 - Facility activation and programming
 - Policy development requirements
 - Staff/volunteer requirements
 - Systems and processes

STRATEGIC FRAMEWORK

MELTON CITY COUNCIL VISION:

A vibrant, safe and liveable City accessible to all

CITY OF MELTON CRICKET STRATEGY 2022 VISION:

Cricket in the City of Melton is a growing and diverse sport that strengthens the physical, social and mental health of our community through participation and inclusion

Strategic Framework

STRATEGIC PRIORITIES				
PILLARS	1. Planning and developing high quality cricket facilities	2. Growing a diverse cricket community	3. Vibrant and sustainable clubs, competitions and communities	4. Partnering with our cricket community
PRIORITIES	<ol style="list-style-type: none"> 1. Planning for the growth of cricket 2. Development of new facilities in areas of population growth 3. Upgrade and renew existing facilities to align with Council's Community Infrastructure Planning 4. Implement a Council framework relating to turf pitch development 	<ol style="list-style-type: none"> 1. Implement a sustainable participation model that supports growth in community cricket 2. Prioritise growth in key participation cohorts, including female, junior, entry-level and social cricket 3. Explore opportunities to support and integrate social cricket and winter cricket 	<ol style="list-style-type: none"> 1. Proactively plan for the development of new cricket clubs in new communities 2. Support the ongoing development needs of new and existing clubs 3. Work with associations to ensure competitions support participation growth 	<ol style="list-style-type: none"> 1. Implement the Cricket Stakeholder Framework 2. Grow relationships with key stakeholders through ongoing collaboration 3. Collaborate on project delivery and club development 4. Ensure club development is appropriately resourced to support the establishment of new clubs and development of existing clubs 5. Partner with Cricket Victoria in the delivery of club development and participation initiatives

IMPLEMENTATION PLAN

Implementation Plan

The Implementation Plan includes recommendations for all strategic priorities. The recommendations have been prioritised and indicative costs provided for the delivery of recommended infrastructure projects and initiatives within the plan.

Estimated Costs

Estimated costs provided within the implementation plan are indicative only based on current planning and comparative projects, acknowledging the following limitations:

- Each new site will require master planning and detailed design to determine the actual scope of facilities to be delivered and associated costs
- Site conditions, planning requirements and overlays may influence the cost for planning and construction at each site
- Availability of land in new residential developments may impact the ability to deliver priorities
- Cost escalations will increase costs for project delivery over time

Priority Rating

Each action within the implementation plan is assigned a short (1 to 3 years), medium (4 to 6 years) or long-term (7 to 10 years) priority rating dependent on relative priority and expected timeframe for delivery.

It should be acknowledged that the timeframe for the delivery of recommendations within this Strategy are dependent on market forces, population growth and funding, and the actual timeframe for delivery may change over time.

Council should proactively review the priority ratings of recommended projects over time as circumstances change and opportunities emerge.



Image: Caroline Springs Town Centre Reserve

IMPLEMENTATION PLAN

Implementation Plan

	STRATEGIC PRIORITY	RECOMMENDATION	PRIORITY	ESTIMATED COST	WHO
PILLAR 1: PLANNING AND DEVELOPING HIGH QUALITY CRICKET FACILITIES					
1.1	Planning for the growth of cricket	<ul style="list-style-type: none"> Plan for future cricket growth and demand via precinct structure planning Master plan new cricket facilities to align with Community Infrastructure Planning Partner with clubs and new communities in the design and delivery of facility development and upgrades 	Ongoing Ongoing Ongoing	- - -	Council/VPA Council Council
1.2	Development of new facilities in areas of population growth	<ul style="list-style-type: none"> Support the delivery of new facilities in areas of population growth as proposed in the Infrastructure Plan for Cricket in Melton (Appendix 4) 	Ongoing	Up to \$195M	Council, Funding Partners
1.3	Upgrade and renewal of existing facilities to align with Council's Community Infrastructure Planning	<ul style="list-style-type: none"> Support the delivery of the facility upgrades as proposed in the Infrastructure Plan for Cricket in Melton (Appendix 4) Establish a prioritised 10-year cricket facility renewal program and review this annually based on asset condition assessments and demand 	Ongoing Ongoing	Up to \$13.3M -	Council, Funding partners
1.4	Implement a Council framework relating to turf pitch development	<ul style="list-style-type: none"> Implement the turf wicket facility development framework (page 26) as the key assessment criteria for all turf wicket facility development proposals 	Short	-	Council
PILLAR 2: GROWING A DIVERSE CRICKET COMMUNITY					
2.1	Implement a sustainable participation model that supports growth in community cricket	<ul style="list-style-type: none"> Implement the Sustainable Planning Framework (page 24) Establish local clubs in new communities to provide participation opportunities Support clubs to grow to the optimum club size and provide diverse participation opportunities (e.g 4-5 senior teams and 6-8 junior teams, including female participation and entry level programs) 	Ongoing Ongoing Ongoing	- - -	Council, Associations, Cricket Victoria

IMPLEMENTATION PLAN

Implementation Plan

	STRATEGIC PRIORITY	RECOMMENDATION	PRIORITY	ESTIMATED COST	WHO
PILLAR 2: GROWING A DIVERSE CRICKET COMMUNITY (CONTINUED)					
2.2	Prioritise growth in key participation cohorts including female, junior and entry level programs	<ul style="list-style-type: none"> Promote entry-level program (e.g Cricket Blast) uptake at all clubs Support clubs to provide junior and female cricket participation opportunities 	Ongoing Ongoing	- -	Council, Associations, Cricket Victoria
2.3	Explore opportunities to support and integrate social cricket and winter cricket	<ul style="list-style-type: none"> Investigate opportunities for cricket pitches to remain uncovered for grounds that are surplus to winter season sport demand Establish policies that support social cricket and promote integration with clubs 	Ongoing Ongoing	- -	Council, Associations, Cricket Victoria
PILLAR 3: VIBRANT AND SUSTAINABLE CLUBS, COMPETITIONS AND COMMUNITIES					
3.1	Proactively plan for the development of new cricket clubs in new communities via implementation of the Sustainable Planning Framework	<ul style="list-style-type: none"> Eastern Corridor: Mt Atkinson East Sports Reserve, Deanside Sports Reserve, Kororoit West Sports Reserve, Mt Atkinson West Sports Reserve, Plumpton West Sports Reserve Western Corridor: Toolern Playing Fields 1 Hub 1 	Various Long	- -	Council, Cricket Victoria
3.2	Support the ongoing development needs of new and existing clubs	<ul style="list-style-type: none"> Investigate relocation of existing clubs operating from single-oval facilities to two-oval facilities for home venues Work with Cricket Victoria to identify participation program and volunteer development programs and promote uptake Support Cricket Victoria to establish recommended minimum standards for club governance and operation 	Ongoing Short Short	- - -	Council, Cricket Victoria
3.3	Work with associations to ensure competitions support participation growth	<ul style="list-style-type: none"> Advocate to cricket associations to improve fixture flexibility via mid-week and Sunday fixtures to increase participation opportunities and club growth Conduct an annual review of competitions in partnership with associations and Cricket Victoria to identify opportunities for growth and support of clubs 	Ongoing Ongoing	- -	Council, Associations

IMPLEMENTATION PLAN

Implementation Plan

	STRATEGIC PRIORITY	RECOMMENDATION	PRIORITY	ESTIMATED COST	WHO
PILLAR 4: PARTNERING WITH OUR CRICKET COMMUNITY					
4.1	Implement the Cricket Governance Framework	<ul style="list-style-type: none"> Refine and adopt the roles and responsibilities of each stakeholder group listed within the Cricket Governance Framework (page 25) 	Short	-	All stakeholders
4.2	Grow relationships with key stakeholders through ongoing collaboration	<ul style="list-style-type: none"> Arrange periodic meetings with cricket stakeholders to discuss current operational issues and future planning requirements Establish a joint priorities plan for facility development, participation, competitions and club development 	Short	-	All stakeholders
4.3	Collaborate on project delivery and club development	<ul style="list-style-type: none"> Establish working groups with key stakeholders relating to new facility construction and the formation of new clubs 	Ongoing	-	All stakeholders
4.4	Ensure club development is appropriately resourced to support the establishment of new clubs and development of existing clubs	<ul style="list-style-type: none"> Ensure club development is appropriately resourced to support the delivery of club establishment and development initiatives Partner with Cricket Victoria and new communities in the establishment of new clubs Work with existing clubs to improve governance, volunteer support and access to participation opportunities 	Ongoing	-	Council, Cricket Victoria
4.5	Partner with Cricket Victoria in the delivery of club development and participation programs	<ul style="list-style-type: none"> Liaise with the Cricket Victoria Region Manager to ensure uptake of Cricket Victoria programs and resources by clubs and associations 	Ongoing	-	Council, Cricket Victoria

SUSTAINABLE PLANNING FRAMEWORK

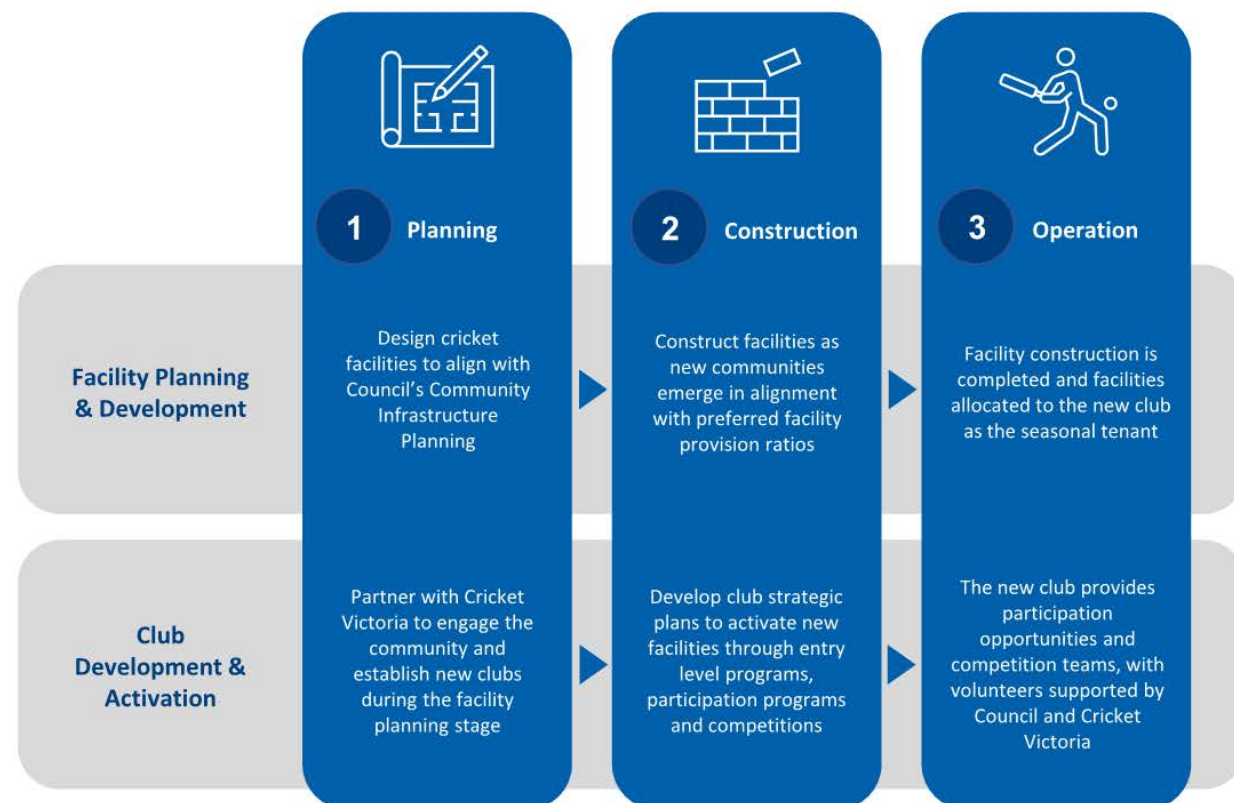
Strategic Framework

The development of new cricket clubs and facilities requires careful planning and management to ensure that participation in cricket is supported by high quality facilities and sustainable clubs.

The adjacent process identifies the key actions to ensure that facility planning and development, and the creation of clubs and activation of facilities are aligned.

Council and Cricket Victoria will play key roles in ensuring that facilities are designed to ensure participation opportunities are accessible to local communities.

The activation of new facilities will be dependent on the establishment and support of new clubs. Council and Cricket Victoria will support clubs through the planning, construction and initial operation phases.



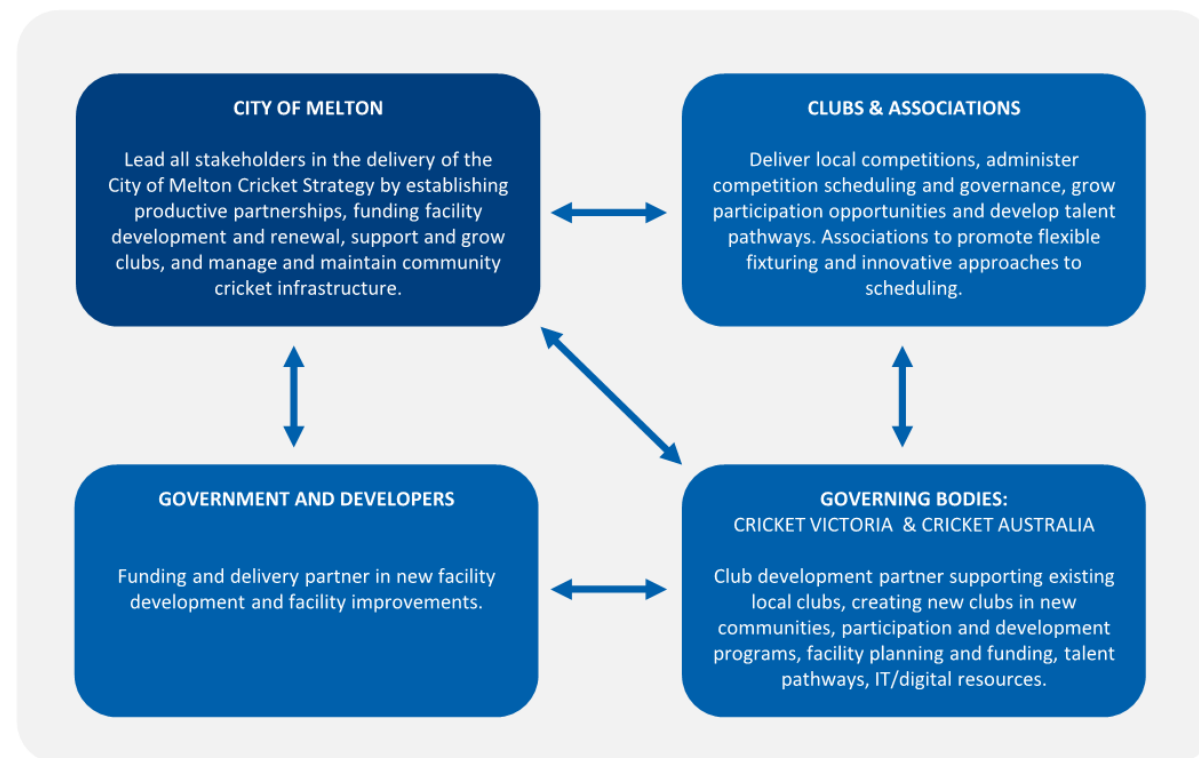
CRICKET GOVERNANCE FRAMEWORK

Strategic Framework

The proposed Cricket Governance Framework will drive collaboration by clarifying the role each key stakeholder group plays and their relationships with other stakeholders.

The Governance Framework includes:

- The City of Melton as the lead in delivery of the Strategy, and primary facility developer and manager.
- The Victorian Government and developers as key funding partners in new facility development and existing facility upgrades.
- Cricket Victoria and Cricket Australia as representative peak bodies, leading work in club formation, development and support.
- Associations as the providers and administrators of competitions.
- Clubs as the core deliverers of community cricket participation and programming.



TURF WICKET FACILITY DEVELOPMENT FRAMEWORK

The Turf Wicket Facility Development Framework has been prepared to guide Council decision-making regarding proposals for developing turf wicket facilities.

Strategic Framework	NO.	FACILITY COMPONENT	COMPLIANCE
	Club Requirements		
	1.	The club aligns with the preferred club participation model of 4-5 senior teams and 6-8 junior teams, and should include female participation and entry-level programs.	Yes / No
	2.	The club has an endorsed club strategic plan outlining the club's future direction.	Yes / No
	3.	The club has an endorsed club business plan outlining the club's financial and resource commitment to the installation and maintenance of the turf square.	Yes / No
	4.	The club has written endorsement from Cricket Victoria, the relevant association/s in which the club is seeking to play, and any other users/tenants of the facility at which the turf square will be installed.	Yes / No
	5.	The club has a quote and description of works (including materials and work method) from a reputable turf cricket pitch installer.	Yes / No
	6.	The club agrees to fund a minimum of 50% of the construction cost and 100% of the ongoing maintenance of the turf square, and has provided evidence of the capability to meet financial obligations.	Yes / No
	Site Requirements		
	1.	The site must be a district level facility and have a minimum of two ovals, with the second oval to retain a synthetic pitch. The site should also have appropriate change facilities and practice facilities to cater for concurrent use of both ovals.	Yes / No
	2.	The oval on which the turf square is to be installed must be of sufficient size to meet the relevant boundary length requirements within the Cricket Australia Community Cricket Facility Guidelines for each pitch within the turf square.	Yes / No
	3.	The oval must have access to sufficient water and have suitable irrigation and drainage currently in place (or be included as part of the turf square installation).	Yes / No
	Other Conditions		
	1.	The club must outline any impact on the existing use of the oval for competition and training, and outline how they plan to offset the impact of changes in use.	Yes / No
	2.	The club must provide an indicative maintenance and renewal schedule, including resourcing and materials, for the review of Council.	Yes / No
	3.	It is recommended that the installation of any new turf pitch does not lead to a precinct exceeding a maximum of 30% turf pitch provision	Yes / No

APPENDICES

Appendices

1. Participation summary
2. Competition structure
3. Cricket facility development standards
4. Infrastructure plan for cricket in Melton

APPENDIX 1: PARTICIPATION SUMMARY

Appendices

CLUB	NO. OF TEAMS										PARTICIPANTS 2021/2022					
	2015	2016	2017	2018	2019	2020	2021	2022 JUNIOR	2022 SENIOR	2022 TOTAL	CRICKET BLAST	JUNIOR	SENIOR	MALE	FEMALE	TOTAL
Burnside Springs Utd	8	12	11	13	15	16	19	11	9	20	50	138	73	216	45	261
Caroline Springs (T)	14	16	22	22	20	17	16	11	6	17	41	111	66	191	27	218
Falcons	-	-	2	4	4	3	2	-	1	1	-	-	19	19	-	19
Sydenham-Hillside (T)	14	13	14	15	17	16	17	11	9	20	37	144	78	208	51	259
Eastern Corridor	36	41	49	54	56	52	54	33	25	58	128	393	236	634	123	757
Melton (T)	7	8	8	13	12	12	13	6	8	14	7	57	85	145	4	149
Melton Centrals (T)	10	9	9	14	15	16	14	8	5	13	32	103	73	175	33	208
Melton South (T)	8	6	6	6	5	5	5	2	4	6	27	28	56	106	5	111
St Anthony's	6	10	7	13	12	10	9	3	4	7	-	24	37	50	11	61
Western Corridor	31	33	30	46	44	43	41	19	21	40	66	212	251	476	53	529
Aintree	-	-	-	-	-	9	7	6	8	14	33	57	106	188	8	196
Western Lions	5	5	4	3	3	3	3	-	3	3	-	-	55	55	-	55
Central Growth Corridor	5	5	4	3	3	12	10	6	11	17	33	57	161	243	8	251
Diggers Rest/Bulla	3	7	6	6	6	6	6	3	4	7	14	33	57	91	15	104
Diggers Rest	3	7	6	6	6	6	6	3	4	7	14	33	57	91	15	104
Eynesbury	-	8	10	9	8	9	8	8	3	11	12	74	35	118	3	121
Eynesbury	-	8	10	9	8	9	8	8	3	11	12	74	35	118	3	121
Total	75	94	99	118	117	122	119	69	64	133	253	769	740	1,560	202	1,762

(T) Represents clubs offering turf cricket

APPENDIX 2: COMPETITION STRUCTURE

Cricket has a strong presence in the City of Melton, offering a range of synthetic and turf competitions. Existing competitions cater for all participant levels, with opportunities provided for senior men and women, junior boys and girls, and All-Abilities teams.

Teams play across nine associations, with the higher levels of competition generally played on turf pitches and participation-focused competitions played on synthetic pitches:

- Turf Competitions
 - Victorian Turf Cricket Association (VTCA)
 - Victorian Sub-District Cricket Association (VSDCA)
 - Melbourne All-Abilities Cricket Association (MAACA)
 - Women's Community Cricket Competition (WCCC)

(Note: GDCA is considering offering a turf competition)
- Synthetic Competitions
 - North West Metro Cricket Association (NWMCA)
 - Gisborne & District Cricket Association (GDCA)
 - Western Region Junior Cricket Association (WRJCA)
 - Western Suburbs Churches & Community Cricket Association (WSCCCA)
 - Women's Community Cricket Competition (WCCC)
 - Mid-Year Cricket Association (MYCA)

CLUB	ASSOCIATIONS									
	TURF					SYNTHETIC				
	VTCA	VSDCA	MAACA	WCCC	NWMCA	GDCA	WRJCA	WSCCCA	MYCA	
Aintree										
Burnside Springs										
Caroline Springs										
Diggers Rest Bulla										
Eynesbury										
Falcons										
Melton										
Melton Centrals										
Melton South										
St Anthony's										
Sydenham-Hillside										
Western Lions										

APPENDIX 3: CRICKET FACILITY DEVELOPMENT STANDARDS

HIERARCHY	DEFINITION	CRICKET FACILITY DEVELOPMENT STANDARDS
District	<p>District level cricket facilities are designed and maintained to cater primarily for club training and competition. They are typically the 'headquarters' (or home) facility for clubs.</p> <p>Facilities are generally multipurpose, sharing primarily with AFL or soccer clubs. Facility provision allows for clubs to grow sustainably and host club training, competition, administration and social activities at a central venue.</p> <p>New facilities that provide opportunities for new club formation should align to the district level hierarchy provision.</p> <p>The majority of cricket facilities (current and proposed) in the City of Melton will be district level cricket facilities.</p>	<p>Area: 8 hectares.</p> <p>Playing surfaces:</p> <ul style="list-style-type: none"> • Two ovals per site. • North-South pitch orientation. • Oval dimensions to meet community cricket club competition standards. 60 metre radius preferred. • 1.1m metre pipe and rail fence with chain-mesh infill. • Complete network of sub-surface drainage and irrigation. • Synthetic wicket. 1 x oval with a turf wicket may be supported where compliance with Turf Wicket Facility Development Framework can be achieved. • Synthetic wicket dimensions: 28m long x 2.4m x 2.8m wide. • Turf wicket dimensions: 22.56m long – 3.05m wide (5-6 pitches). <p>Infrastructure:</p> <ul style="list-style-type: none"> • Two synthetic practice nets per oval. Up to four nets at single-oval district level facilities where the home club has reached a participation rate equivalent to a sustainable club. • Six bench seats per oval. Consider spectator shade in key gathering areas. • Vehicle and pedestrian fencing around the facility. • Off-street minimum 57 cars per oval. • Drinking fountains x 2 per oval / Rubbish bins – minimum 1200 litres per oval / Public toilets – externally accessible at the pavilion. • Scoreboard stand provided. Minimum 2m high and 2.6m wide <p>Pavilion:</p> <ul style="list-style-type: none"> • Amenities - 25m². • Change Rooms - 45m². • External covered viewing - 50m². • First aid room - 15m². • Kitchen / kiosk (includes storage) - 30m². • Meeting room / office - 10m². • Public toilets - 20m². • Umpires room (includes amenities) - 20m². • Storage (10m² per tenant) - 20m². • Social (community) room - 130m². • Social room storage - 18m². • Cleaner's storage - 5m².

APPENDIX 3: CRICKET FACILITY DEVELOPMENT STANDARDS

HIERARCHY	DEFINITION	CRICKET FACILITY DEVELOPMENT STANDARDS
Regional	<p>Regional level cricket facilities are designed to cater for participation, events and programming that services a municipal size catchment.</p> <p>They are facilities that are generally multi-purpose and provision standards are generally higher than district level facilities to cater for higher level competitions and events.</p> <p>Regional facilities may also act as a home venue for a local cricket club.</p> <p>MacPherson Park Recreation Reserve is the City of Melton's regional level cricket facility.</p>	<p>Area: 10 hectares</p> <p>Playing surfaces:</p> <ul style="list-style-type: none"> • Two ovals minimum, three preferred. • North-South pitch orientation • Oval dimensions: One oval at 70m. All other ovals 60 metre radius preferred. • 1.1m metre pipe and rail fence with chain-mesh infill • Complete network of sub-surface drainage and irrigation • 1-2 x ovals with a turf wicket. • Synthetic wicket dimensions: 28m long x 2.4m x 2.8m wide • Turf wicket dimensions: 22.56m long – 3.05m wide (5-6 pitches) <p>Infrastructure:</p> <ul style="list-style-type: none"> • Two synthetic practice nets per oval (turf practice nets may be supported where compliance with Turf Wicket Facility Development Framework can be achieved). • Six bench seats per oval. Consider spectator shade in key gathering areas • Fencing of reserves is discouraged, however will be assessed case by case based on safety, management and operational requirements. Recommendation of sensitive fence treatment that allows ticketed events but is not intrusive on the overall park amenity • Parking assessment required for the site. Off-street minimum 57 cars per oval. • Drinking fountains x 2 per oval / Rubbish bins – minimum 2400 litres main oval (960 litres for others) / Public toilets – externally accessible at the pavilion • Scoreboard stand provided. Minimum 2m high and 2.6m wide. Consideration for electronic scoreboard on main oval.

APPENDIX 4: INFRASTRUCTURE PLAN FOR CRICKET IN MELTON

NEW CRICKET FACILITIES						
Corridor	Short Term (1 to 3 years)		Medium Term (4 to 6 years)		Long Term (7 to 10 years)	
	Site	Estimated Cost	Site	Estimated Cost	Site	Estimated Cost
Eastern Corridor	• Mt Atkinson East Sports Reserve (2 ovals)	\$13M	• Kororoit Sports Reserve (1 oval)	\$14M	• Mt Atkinson West Sports Reserve (2 ovals)	\$14M
	• Deanside Sports Reserve (2 ovals)	\$16M	• Plumpton West Sports Reserve (2 ovals)	\$15M	• Kororoit West Sports Reserve (2 ovals)	\$14M
	• Plumpton North Sports Reserve (1 oval)	\$12M				
Western Corridor	• Brookfield Recreation Reserve (2 ovals)	\$13M	• Toolern Playing Fields 2 (1 oval)	\$10M	• Toolern playing Fields 1 Hub 1 (2 ovals)	\$15M
	• Bridge Road Recreation Reserve (1 oval)	\$10M				
Central Growth Corridor	• Nil		• Rockbank North Active Fields (1 oval)	\$23M	• Rockbank East Sports Reserve (1 oval)	\$15M
					• Paynes Road Reserve (1 oval)	\$11M
TOTAL	Five sites, eight ovals	\$64M	Four sites, five ovals	\$62M	Five sites, eight ovals	\$69M

APPENDIX 4: INFRASTRUCTURE PLAN FOR CRICKET IN MELTON

IMPROVEMENTS TO EXISTING CRICKET FACILITIES						
Site	Short Term		Medium Term		Long Term	
	Component	Estimated Cost	Component	Estimated Cost	Component	Estimated Cost
Blackwood Drive Recreation Reserve	<ul style="list-style-type: none"> • Install one additional cricket net • Oval synthetic pitch upgrade x2 	\$45,000 \$50,000	-	-	-	-
Burnside Heights Recreation Reserve	<ul style="list-style-type: none"> • Redevelopment of Oval 2 including supporting infrastructure 	\$2,200,000	-	-	-	-
Caroline Springs Town Centre Reserve	<ul style="list-style-type: none"> • Redevelopment of Oval 2 including supporting infrastructure 	\$2,200,000	-	-	-	-
Diggers Rest Recreation Reserve	<ul style="list-style-type: none"> • Redevelopment of Oval 1 including supporting infrastructure 	\$1,800,000	-	-	-	-
Eynesbury Recreation Reserve	-	-	<ul style="list-style-type: none"> • Install 1-2 additional cricket nets (subject to sustainable club growth) 	\$90,000	-	-
Ian Cowie Recreation Reserve	<ul style="list-style-type: none"> • Oval synthetic pitch upgrade • Practice facility run-up upgrade 	\$25,000 \$35,000	-	-	-	-
Kurunjang Recreation Reserve	<ul style="list-style-type: none"> • Replace synthetic surface 	\$1,200,000	<ul style="list-style-type: none"> • Pavilion extension 	\$750,000	-	-
Melton Recreation Reserve	<ul style="list-style-type: none"> • Pavilion replacement 	\$4,300,000	<ul style="list-style-type: none"> • Install 1-2 additional cricket nets (subject to sustainable club growth) 	\$90,000	-	-
Mt Carberry Recreation Reserve	<ul style="list-style-type: none"> • Female-friendly facilities upgrade 	\$250,000	-	-	-	-
Melton South Recreation Reserve	<ul style="list-style-type: none"> • Female-friendly facilities upgrade 	\$250,000	-	-	-	-
TOTAL		\$12,355,000		\$930,000		-



12.8 HOPKINS ROAD BUSINESS PRECINCT URBAN DESIGN FRAMEWORK

Author: Lucy Slater - Senior Strategic Planner
Presenter: Darren Rudd - Manager City Design & Strategy

PURPOSE OF REPORT

To consider the Hopkins Road Business Precinct Urban Design Framework.

RECOMMENDATION:

That Council adopt the Hopkins Road Business Precinct Urban Design Framework at **Appendix 1**.

Motion

Crs Majdlik/Ramsey.

That Council adopt the Hopkins Road Business Precinct Urban Design Framework at **Appendix 1**.

CARRIED

REPORT

1. Executive Summary

Council entered into an agreement with Mt Atkinson Holdings (MAH) to undertake the preparation of the Hopkins Road Business Precinct Urban Design Framework (HRBP UDF) (**Appendix 1**).

The HRBP UDF is a planning document that is a requirement of the Mt Atkinson and Tarneit Plains Precinct Structure Plan (PSP) and Schedule 9 to Clause 37.07 Urban Growth Zone (UGZ9) in the *Melton Planning Scheme*. The preparation of this UDF is also an action of the Council Plan.

The HRBP UDF is a planning document that sets out an integrated vision for the area and guides its use and development over time through urban design principles, requirements and guidelines.

Various methods of consultation were utilised throughout the preparation of the UDF to engage with the stakeholders and wider community, including direct engagement, mail out, newspaper advertisements and Melton Conversations webpage. Submissions received were considered and the draft UDF updated as required.

MAH drafted the initial version of the UDF, however in the interest of progressing a version of the UDF that complies with the PSP requirements, Council finalised the UDF 'in house'.

It is recommended that Council adopt the Hopkins Road Business Precinct Urban Design Framework.

2. Background/Issues

The Hopkins Road Business Precinct Urban Design Framework (HRBP UDF) is located in the suburb of Truganina, and identified within the Mt Atkinson Precinct Structure Plan (PSP) area. The precinct is located to the immediate west of Hopkins Road, with the State Significant Ravenhall Quarry located adjacent to the precinct (as shown on page 8 of **Appendix 1**).

A UDF is a planning document that sets out an integrated vision for the area and guides its use and development over time through urban design principles, requirements and guidelines.

The preparation of the HRBP UDF is a requirement of the Mt Atkinson and Tarneit Plains PSP and Schedule 9 to Clause 37.07 Urban Growth Zone (UGZ9) in the *Melton Planning Scheme*. The preparation of this UDF is also an action in our Council Plan.

The land use and development within the HRBP UDF must be generally in accordance with the Mt Atkinson and Tarneit Plains PSP and the applied zone provisions for the land.

It is anticipated that the PSP will create close to 19,000 jobs, primarily in commercial/mixed use and industry. With the proposed Western Interstate Freight Terminal (WIFT) located to the south and the proposed Outer Metropolitan Ring (OMR) located to the west of the precinct, the HRBP is strategically located to contribute to a greater diversity of employment opportunities within the municipality.

Preparation of the UDF

Council entered into an agreement with Mt Atkinson Holdings (MAH) to prepare the UDF. MAH drafted the initial version of the UDF, however in the interest of progressing a version of the UDF that complies with the PSP requirements, Council officers finalised the UDF 'in house'.

The project was undertaken in four stages and included consultation with stakeholders including the sole land owner, MAH, the adjacent residents, relevant agencies and service providers and Boral and Cleanaway who are located adjacent to the precinct. Consultation is further outlined in Section 5 of this report.

The four stages of the project included:

Stage 1: Project Management Plan

Stage 2: Technical Reports and Background Report

Stage 3: Draft Urban Design Framework

Stage 4: Final Urban Design Framework

The Background Report considered specific issues and constraints relevant to the HRBP area. Specialist technical reports were commissioned to provide important input into the UDF, and included Traffic and Transport, Landscape, Economic and Servicing reports.

The Background and Technical Reports were circulated to agencies and State authorities, as well as major stakeholders for comment. Feedback was considered and reports were updated as required.

Following the finalisation of the Background and Technical Reports, the draft UDF was prepared.

The HRBP UDF is arranged into three sections:

Section 1: Introduction

Section 2: Urban Design Framework

Section 3: Implementation, Staging and Review

The Urban Design Framework Plan shown on page 14 of **Appendix 1** outlines the mix of land uses within the precinct, including:

- Business
- Large Format Retail
- Light Industrial
- Industrial

Due to the proximity of the Ravenhall Quarry, there are buffer requirements in place over part of the HRBP, which control land use and built form. These requirements are outlined in the PSP and UGZ9 and are therefore captured in the UDF.

The UDF provides important guidance on how the proposed employment precinct will interface with the residential community in Mt Atkinson. It also provides guidance on movement and access, public realm and landscape, as well as sustainability.

The HRBP is integral in providing Council with guidance on design and built form to ensure a cohesive development and is required before planning permits can be issued.

The HRBP UDF must be approved by both Council and the Victorian Planning Authority Board prior to considering any planning permit applications within the HRBP area.

3. Council and Wellbeing Plan Reference and Policy Reference

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

3. A fast growing, innovative and well-planned City

3.1 A City of 20-minute neighbourhoods.

4. Financial Considerations

The landowner, MAH, were contracted to prepare the UDF to Council's satisfaction, at their own cost, including preparation of all Background and Technical Reports. Council officer time and resources were involved in the consultation and review of the reports as well as the finalisation of the UDF.

Prior to public consultation on the Draft UDF, Council took control of the preparation of the UDF, with Council officer time and resources involved in finalising the draft UDF.

5. Consultation/Public Submissions

Through the preparation of the UDF, consultation was undertaken at the Background and Technical Report stage and then at the draft UDF stage.

The Background and Technical reports were circulated to relevant agencies and authorities, as well as major stakeholders through direct mail out seeking their comments. Eight (8) submissions were received in relation to the reports, which resulted in changes being made to the reports to resolve the submissions.

Once the Draft UDF was prepared, it was placed on public consultation for one month.

Various methods of consultation were used to seek comments on the draft UDF. The stakeholders included the sole landowner, MAH, the adjacent residents, relevant agencies and service providers and Boral and Cleanaway who are located adjacent to the precinct.

The consultation included:

- A direct mail out to stakeholders
- Advertisements in the Melton and Moorabool and Brimbank and Northwest Star Weekly Newspapers
- A platform on the Melton Conversations webpage

During the consultation period, fifteen (15) submissions were received from landowners, and agencies, which raised a number of issues.

The main issues raised in the submissions related to:

- Traffic congestion on Hopkins Road
- Buffer requirements from the Quarry and Landfill
- Compliance with the Precinct Structure Plan
- The level of detail and clarity of plans in the UDF document

Council officers work with submitters over several months to address all of the 15 submissions and the UDF was amended accordingly. Submissions and officer responses received during the consultation period are summarised in the table at **Appendix 2**.

6. Risk Analysis

If Council choose not to adopt the project, Council would not be able to consider planning permit applications for development within the HRBP UDF. It would delay the delivery of light industrial, large format retail and business development that would generate business investment and provide local employment opportunities for the establishing community and municipality.

7. Options

Council has the option to:

1. Adopt the Hopkins Road Business Precinct Urban Design Framework at **Appendix 1**.
2. Not adopt the Hopkins Road Business Precinct Urban Design Framework.

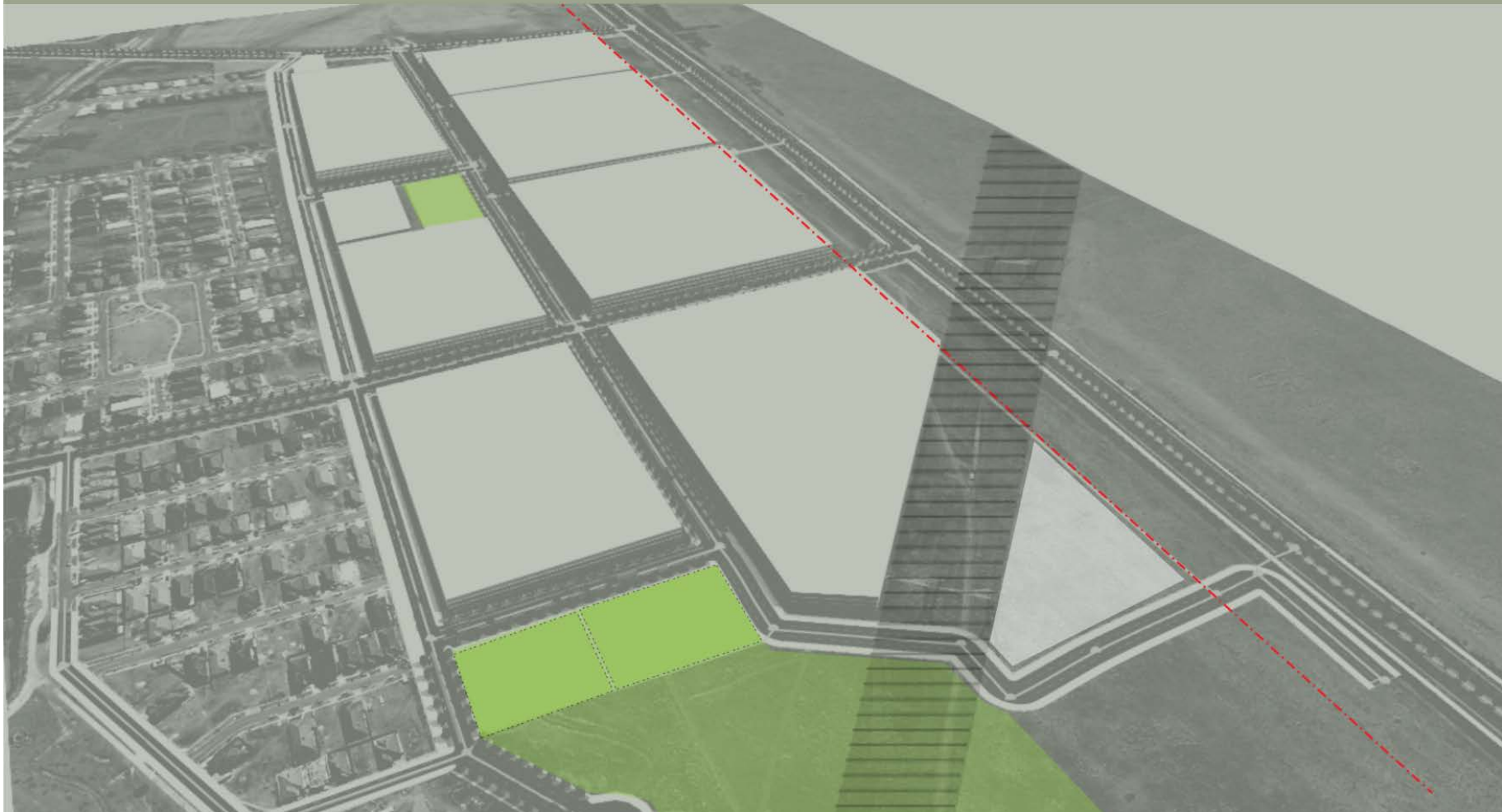
LIST OF APPENDICES

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2. Hopkins Road Business Precinct UDF Consultation Report Aug 22

Hopkins Road Business Precinct

Urban Design Framework

October 2022



Quality Assurance

Mt Atkinson Hopkins Road Business Precinct Urban Design Framework

Current Revision: 08

Date of Issue for Public Consultation: 22 November 2021- Rev 04

Date of Issue: 21/10/2022

[illegible]

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Acknowledgement of Traditional Owners

Melton City Council acknowledges Aboriginal and/or Torres Strait Islander peoples living and working in Melton.

Council recognises the people of the Kulin Nations as the original custodians of the land now known as City of Melton.

On behalf of the municipality, Council pays respect to their Elders, past, present and future.

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Image courtesy of Hopkins / N+H Architecture / Contour / City of Melton

1.1 Purpose of this document

This document is the Urban Design Framework (UDF) for the Hopkins Road Business Precinct (HRBP) as identified in the Mt Atkinson and Tarnett Plains Precinct Structure Plan (PSP).

The HRBP area comprises approximately 47.3 hectares of land within the Mt Atkinson and Tarnett Plains PSP area in the City of Melton which includes the suburb Truganina.

The HRBP includes land which is identified as State Significant Industrial Land in the Melbourne Industrial and Commercial Land Use Plan 2020. HRBP is also identified as a planned Bulky Goods Precinct in the City of Melton Retail and Activity Centres Strategy, March 2014.

The Mt Atkinson and Tarnett Plains PSP designates the HRBP UDF as a part Industrial 1 Zone, part Industrial 3 Zone for light industrial uses and Commercial 2 Zone to accommodate large format retail (LFR) and commercial/business land uses.

The purpose of the UDF is to set out an integrated vision for the HRBP area and guide its use and development to facilitate good quality design outcomes in accordance with the PSP.

The UDF seeks to:

- Establish a clear and integrated vision for the HRBP which builds on and is consistent with the PSP;
- Identify preferred land uses in the precinct;
- Guide the use and development of the HRBP through design principles, requirements and guidelines;
- Establish an implementation program of statutory and strategic initiatives;
- Include internal and external consultation with landowners, occupiers (businesses), relevant stakeholders, Council staff, Councillors and the wider community;
- Include strategies and principles to ensure that the HRBP offers a coordinated outcome with the Major Town Centre including the proposed future railway station, the Western Freeway Commercial Area and the industrial precinct to the south; and
- Establish a process for monitoring and review.

1.2 How to use this document

This UDF is to be used in conjunction with the PSP, Mt Atkinson and Tarnett Plains Infrastructure Contributions Plan (ICP) and Schedule 9 to Clause 37.07 (Urban Growth Zone) Zone in the Melton Planning Scheme.

The HRBP UDF includes four sections:

1. Introduction, outlines the context for the development of the UDF.
2. Urban Design Framework (UDF), outlines the overall vision and strategic principles providing design criteria for the area within the UDF based on the following themes:
 - Urban Structure
 - Land Use
 - Movement and Access
 - Public Realm and Landscape
 - Built Form, Massing, Density and Interfaces
 - Sustainability and Environment

These themes provide guidance and detail for development that is generally consistent with the overall vision and strategic principles.

Under each theme, Guidelines and Requirements provide additional detail regarding expectations throughout the HRBP.

3. Staging, Development Timing and Infrastructure Contributions, outlines indicative staging strategy, key development drivers and the major land and infrastructure contributions.
4. Review, this provides a summary of the process of review recommended for the UDF and the potential changes over time which may trigger a review to the document.

1.3 Context

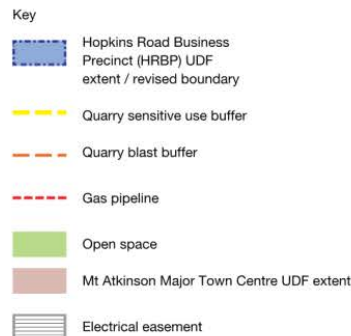
The HRBP UDF is required by the PSP to provide guidance for future development within the HRBP. All land within the HRBP is subject to both the PSP and the HRBP UDF. In addition, the ICP applies to the land.

The land which is the subject of this UDF is bound by Hopkins Road to the east, Grand Boulevard to the north, McKinley Drive to the west and Conondale Avenue to the south and is defined by the blue dashed line boundary at Figure 1. The land is relatively flat in nature, fronts a major arterial road and is considered typical farming land as commonly seen in the western plains of Melbourne.

Directly south of the HRBP is the Melbourne Business Park. In addition to this, the Western Interstate Freight Terminal is planned to be located further to the south, ensuring this area is a significant employment precinct for Melton well into the future. To the east of Hopkins Road is the Waste and Resource Recovery Hub of State Importance and State Significant Quarry, the Deer Park Quarry.

Key intersections into the HRBP from Grand Boulevard have already been constructed and the wetlands on the southern boundary of the UDF area are currently under construction. There has been significant development in the residential community to the west of HRBP, as well as a number of important transport infrastructure items constructed.

Specialist reports including a Traffic Impact Assessment; Infrastructure Report; Economic Development Peer Review and Landscape Strategy provided input into the Hopkins Road Business Precinct – Background Report June 2021 to guide the development of the HRBP UDF.



This diagram illustrates the UDF boundary as per the PSP compared with the extent of new UDF boundary and subject of this document.

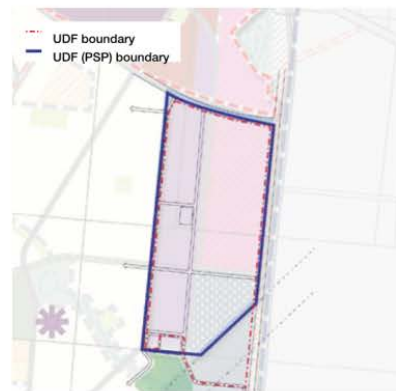


Figure 1. HRBP boundary as per the Mt Atkinson and Tarnet Plains PSP



Figure 2. HRBP UDF Area Plan

1.4 Mt Atkinson and Tarneit Plains Precinct Structure Plan (PSP)

The Mt Atkinson and Tarneit Plains PSP is a long-term plan for urban development which describes how the land is expected to be developed and how and where services are planned to support development. The Mt Atkinson and Tarneit Plains PSP is the overarching document for the development and use of land within parts of the suburbs of Rockbank, Mount Cottrell and Truganina.

The PSP area includes land identified for employment, residential, community, recreation and conservation purposes.

The PSP is bounded on the west by the future Outer Metropolitan Ring (OMR) and the existing Western Freeway to the north. The PSP also contains provision for a future train station to service the significant residential and employment areas in the Mt Atkinson area.

The PSP seeks to deliver close to 19,000 jobs in a variety of sectors through industrial and commercial precincts that contribute to the state significant Western Industrial Node and the HRBP. The HRBP is strategically located to contribute to the achievement of a greater diversity of employment opportunities in the West Growth Corridor.

The PSP includes requirements and guidelines for the areas shown as industrial, light industrial, business or business / large format retail on Plan 3 – Future Urban Structure of the PSP within the HRBP UDF area.

This includes consideration of the following matters relating to Requirements R27-R34 and Guidelines G26-G32:

- Location of land uses
- Building design
- Interface treatments
- Crime Prevention Through Environmental Design (CPTED) / Safer Design Guidelines
- Car parking
- Landscaping
- Vehicle access

Requirement R35 of the PSP requires the approval of an UDF by the responsible authority and Requirement R36 sets out the matters that must be addressed by the UDF. These matters are outlined in Appendix 2, together with a response indicating how the UDF has addressed each matter.

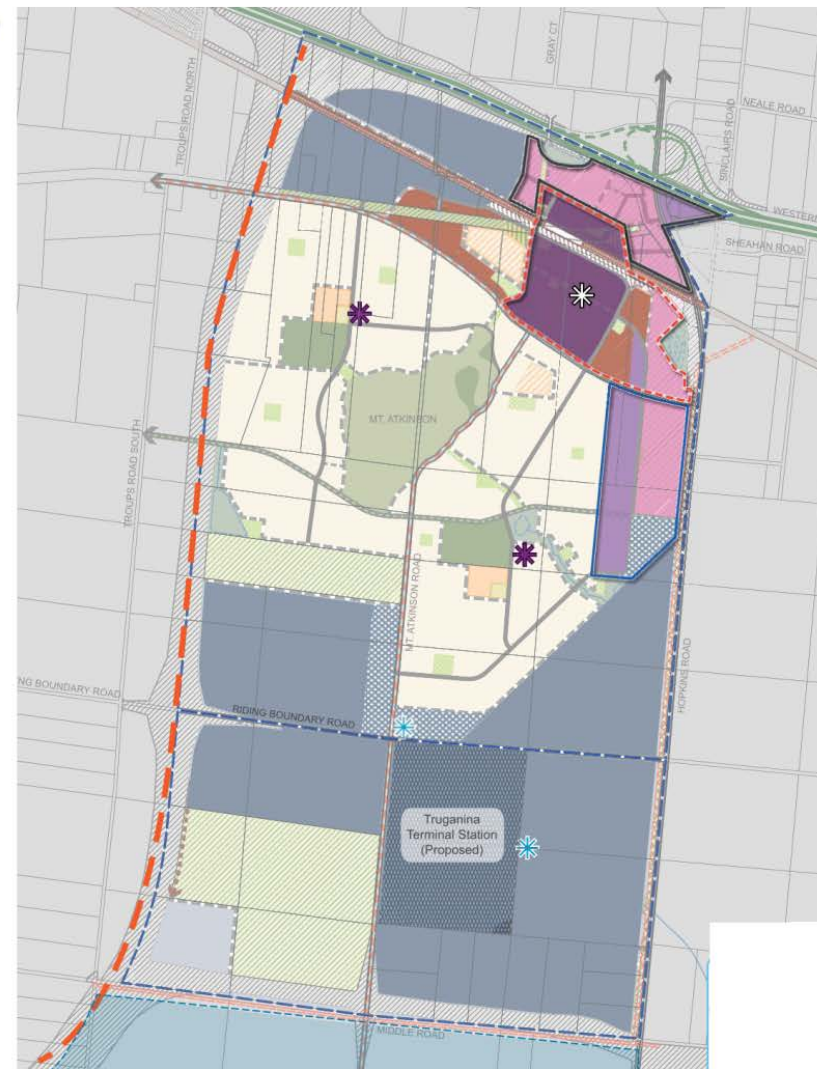


Figure 3. Excerpt of the Mt Atkinson and Tarneit Plains PSP

1.5 Mt Atkinson and Tarneit Plains Infrastructure Contributions Plan

The Mt Atkinson and Tarneit Plains Infrastructure Contributions Plan (ICP) sets out the requirements for development proponents to make contributions toward infrastructure required to support the development of the precinct. The ICP is a separate document incorporated into the Melton Planning Scheme in February 2020. The ICP applies to the same land area as within the PSP.



Figure 4. Aerial Image Looking East towards Melbourne CBD



2.1 Vision

The HRBP area will provide a significant precinct of employment land for the City of Melton and beyond, for decades to come.

The area will capitalise on its premium location immediately adjacent to the Western Freeway, Hopkins Road, the future Mt Atkinson Town Centre - including planned Train Station and the Western Interstate Freight Terminal by providing convenient access, connectivity and ensuring appropriate transitions to the surrounding area.

The HRBP area will further capitalise on the neighbouring Mt Atkinson Development and the Mt Atkinson Town Centre by providing a range of employment opportunities to residents living within the wider precinct.

Providing a variety of different employment outcomes, strategically positioned to best leverage off proposed infrastructure and to provide an effective transition to surrounding sensitive uses. Reflected by the emphasis of large format retail being located adjacent to Hopkins Road and providing high amenity commercial business uses in locations adjacent to western residential interface, to act as a buffer.

This area will also provide opportunities for high amenity business uses at the western residential interface of the site providing an opportunity for high quality commercial development to act as a buffer between the large format retail and residential uses.

The built form in the HRBP area will be of high quality urban design, utilising high quality architecture and streetscape design to ensure an exemplary arrival experience with a strong sense of place.

The streets will be designed to accommodate for motor vehicles; whilst placing a focus on sustainable modes of transport, fully accommodating cyclists and pedestrians. The development of the Mt Atkinson Train Station will further enhance this network with connections from Melbourne to Ballarat.

Tree-lined streets will help create a cool and inviting public realm that encourages walking and provides habitat for biodiversity.

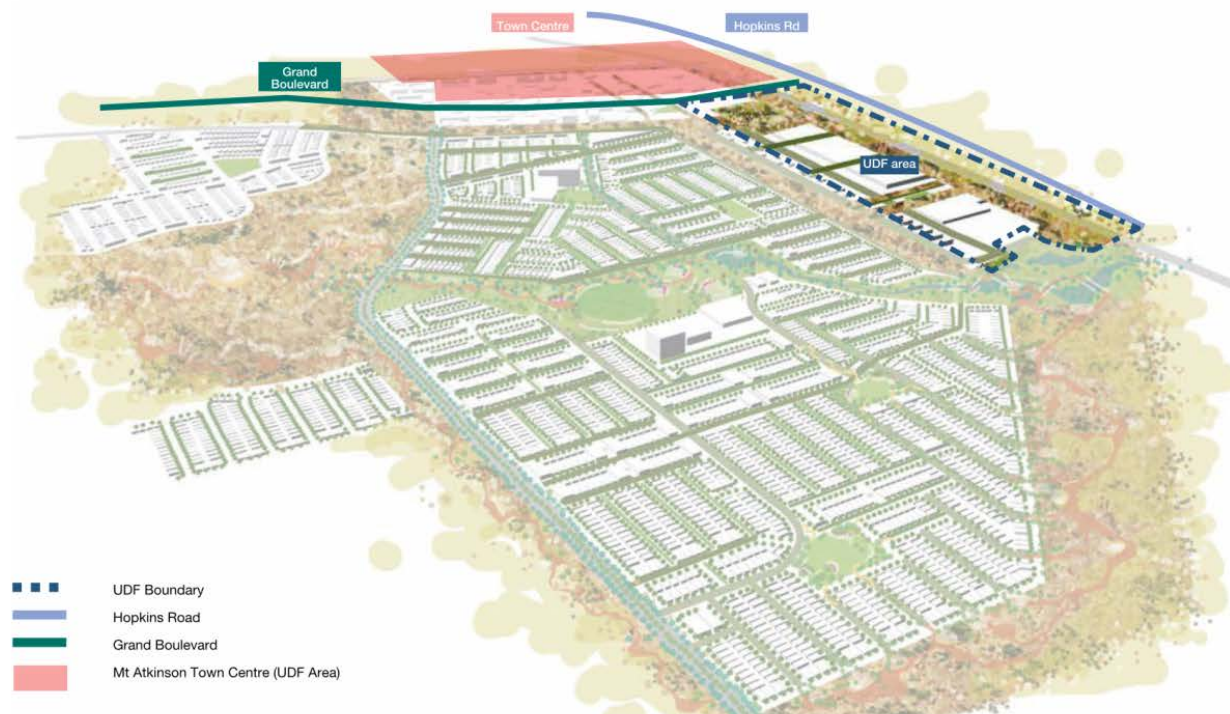
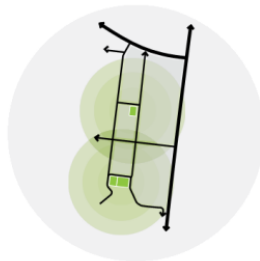


Figure 5. Mt Atkinson Precinct Development (Artist Impression)

2.2 Urban Design Principles

The HRBP area is guided by the following urban design principles which provide aspirations for new development and the public realm.

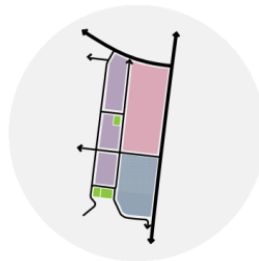


1. Urban Structure

Create a well connected, permeable precinct by ensuring access via motor vehicle, cyclists, and pedestrians.

Ensure connection to the future Mt Atkinson Train Station to be safely accessibly, to strengthen the connection to the surrounding areas.

Support flexibility in the plan by allowing for a mix of lot sizes and densities that will in turn create opportunity for a diverse range of businesses and other initiatives. Flexibility will ensure that the needs of today can be met, while not ruling out the needs of the future.



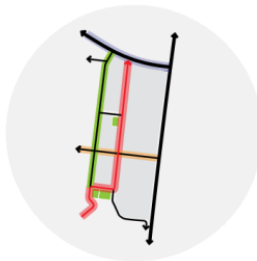
2. Land Use

Facilitate a diversity of employment generating land uses and business types.

Encourage uses that support local employment.

Create distinct sub-precincts with uses conducive to their interfaces and compliant with buffer requirement. Complement light industry with restricted retail, business park and health and emergency uses.

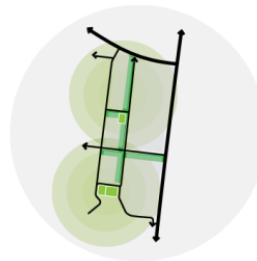
Ensure medium scale, high amenity uses create a buffer between large format retail and residential uses.



3. Movement and Access

Facilitate a high quality and efficient road network of pedestrian paths, cycle paths and local bus network to ensure highly accessible and well-connected precincts that adapt well to future advancements in public transport, with micro mobility services in mind as they evolve.

Create a street network that provides direct connectivity within, to and from the commercial areas, including measures to slow down speed where applicable.



3. Public Realm and Landscape

Feature the local parks as part of a wider open space network that integrates the HRBP with local parks and open space within the wider precinct. Ensure that appropriate interfaces and sightlines address the public open spaces within the HRBP.

Ensure the streets of the HRBP add to the overall amenity, function and aesthetics of the area, providing connections that tie together the Major Town Centre, the residential areas to the west and the HRBP.

Create an active, safe, vibrant and high quality public realm that promotes the health and wellbeing of workers and visitors.



4. Built Form and Massing

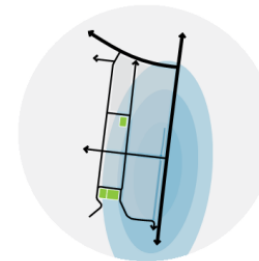
Encourage high-quality built form for the HRBP as a key interface for the wider Mt Atkinson precinct.

Accommodate high-quality built form which appropriately addresses the street and public realm in terms of proportion, scale and character.

Ensure considered and appropriate interfaces and transitions between incompatible land uses to create an integrated and seamless built environment.

Ensure appropriate separation and transitions between incompatible landuses are applied to create an integrated and seamless built environment.

Encourage built form in the precinct which has a strong character softened by integrated landscaping enhancing the local sense of place.



5. Sustainability and Environment

Encourage sustainability through energy efficient building design water sensitive urban design strategies including passive irrigation to street trees, cooling surface temperatures through tree canopies, and facilitate waste and recycling through design of waste storage areas.

Ensure an emphasis on sustainable modes of transportation is maintained throughout ongoing development of the HRBP area.

Create a healthy place that reduces environmental impact through efficient use of water, energy, materials and waste.

Create a naturally cooler environment by considering solar access, minimizing impervious surfaces, considering micro-climate and utilizing lighter pigments or white roof coatings with high albedo.

2.3 Urban Structure



The HRBP area is located immediately west of Hopkins Road, and immediately south of Grand Boulevard. It is well-located to take advantage of the key transport corridors along Hopkins Road as well as the future population of the Mt Atkinson precinct. The arrival to the HRBP area will be via the main gateway entrance along Grand Boulevard.

Strathbogie Drive is the extension of Conondale Avenue and acts as the most direct link between the HRBP business precinct and the Mt Atkinson Town centre, and will be home to the majority of the restricted retail - with Commercial uses located to the west of Strathbogie Drive. Strathbogie Drive and McKinley Drive are the two main north-south axes that are delineating large scale restricted retail and commercial uses. Kirkpatrick Boulevard and Conondale Avenue running east-west.

The PSP identifies business employment, business / large format retail employment, light industrial (south of Kirkpatrick Boulevard only) and industrial (south of the SP Ausnet easement only) employment land uses within the HRBP. These areas are designated having regard to the existing and proposed land uses located adjacent to the HRBP.

The PSP also nominates open space requirements for the HRBP UDF area including OS 19 and OS 35. In addition, an overland flow path requirement along Hopkins Road has been identified as part of the background and technical report process.

Given the variety of uses and constraints due to various buffer zones within the HRBP area, appropriate interface treatments will be integral to ensure comfort and health. Key interfaces such as McKinley Drive and Hopkins Road will be sensitively designed to limit potential conflicts and encourage allowable uses.

The site connects into its wider context via an axis connected network of open spaces with direct connections to the town centre, residential development as well as to the Mt Atkinson park.

Less intrusive uses such as business and commercial are to be located west of Strathbogie Drive where opportunity exists for a high amenity business park, research facilities or educational facilities - with medical uses and conference facilities also encouraged within this location.

To manage the more sensitive residential interface, the commercial use sits as a transitional use between residential and light industrial / big box restricted retail to mitigate the difference in scale and height. A sensitive transition and green streetscape with widened verges will assist this transition from the commercial use towards conventional residential lots in the west.

The Hopkins Road interface is restricted by buffer requirements relating to a Quarry blast buffer and Quarry sensitive use buffer which limits activation and entries being placed facing Hopkins Road; resulting in a high amenity interface towards Strathbogie Drive.

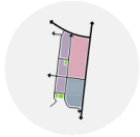
Key

- Hopkins Road Business Precinct (HRBP) UDF extent / revised boundary
- Residential
- Open space
- School
- Business
- Business / large format retail
- Light industrial
- Industrial
- Electrical easement
- * Potential left in/left out access from Hopkins Road (subject to approval by the Responsible Authority)
- Gas pipeline
- Quarry sensitive use buffer zone
- Quarry blast buffer



Figure 6. Urban Design Framework Plan

2.4 Land Use



2.4.1 Sub Precincts

The HRBP incorporates 4 sub precincts as shown on Figure 7 – Urban Design Framework Plan.

Business

(Applied Zone – Commercial 2 Zone)

This sub precinct is located to the east of McKinley Drive and will provide a transition between the residential community to the west, and the large format retail uses to the east. This area will contain a mix of higher amenity finer grain uses, such as office and medical centre, as well as the approved Hotel. Well designed uses will address the residential area and will run along tree lined boulevards to provide a high amenity interface.

Business / Large Format Retail (Applied Zone – Commercial 2 Zone)

This sub precinct runs adjacent to Hopkins Road and is bounded by Grand Boulevard to the north and Kirkpatrick Boulevard to the south. This area will contain a mix of large format retail uses such as restricted retail and showrooms. It is covered by the Quarry Sensitive Use Buffer, and partially covered by the Quarry Blast Buffer, which have specific requirements as outlined in 2.4.2 Buffers.

The construction of buildings within the Quarry Blast Buffer is prohibited, therefore this area in the sub precincts will be primarily used for carparking and landscaping. The location of building entries must front away from Hopkins Road, unless an alternative design approach responds to the potential adverse amenity from the Deer Park Quarry.

Light Industrial Employment

(Applied Zone – Industrial 3 Zone)

This sub precinct is located south of Kirkpatrick Boulevard, and provides for a mix of employment options for the area, including service industry, service station or warehousing. All uses must be in accordance with the restrictions outlined in UGZ9, given the area is located within the Quarry Sensitive Use Buffer and partially within the Quarry Blast Buffer.

Industrial Employment

(Applied Zone – Industrial 1 Zone)

The industrial sub precinct is located adjacent to Hopkins Road and includes the land in the transmission easement. Industrial and warehousing uses would be anticipated under this zone, however no buildings will be permitted in the Quarry Blast Buffer, or in the transmission easement.

Possible uses for land in the transmission easement is a Plant Nursery (no buildings), commercial/long term carparking or ancillary Industrial 1 zone uses (no buildings).

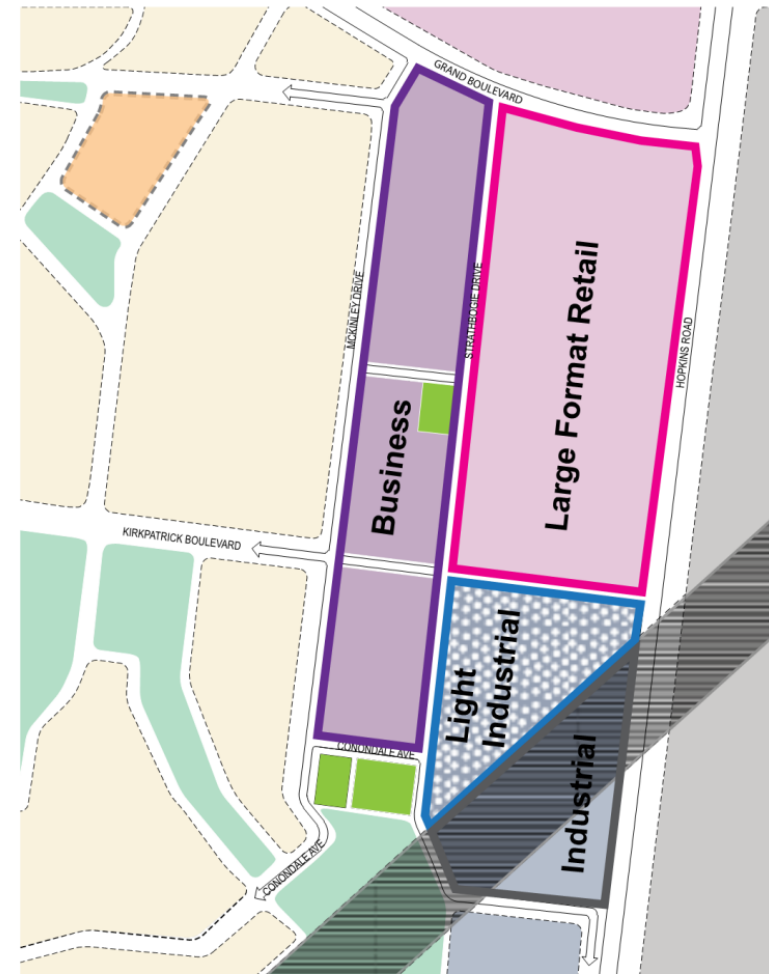
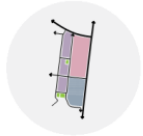


Figure 7. Land Use Plan



The HRBP area is zoned Clause 37.07 - Urban Growth Zone Schedule 9 - Mt Atkinson and Tarnet Plains Precinct Structure Plan. The Applied zone provisions for the land in the HRBP are Clause 34.02 - Commercial 2 Zone for the land identified as Business and Business / Large format retail. Clause 33.03 - Industrial 3 Zone for the land identified as Light industrial and Clause 33.01 Industrial 1 Zone for the land identified as Industrial.

Each area described in this section will support a range of land uses. Council's preferred land uses are outlined in Table 1.

All uses must be in accordance with UGZ9 and Clause 53.10 of the Melton Planning Scheme. If a permit is required for a use, it will be assessed on its merits.

Table 1

Preferred Land Uses

Business / Large Format Retail (Applied zone Commercial 2)

- Restricted retail
- Motor vehicle, boat and caravan sales

Business (Applied zone Commercial 2)

- Office
- Real estate agency
- Travel agency
- Medical Centre
- Residential hotel
- Art Gallery
- Food and drinks premises
- Function centres
- Employment training centres

Light Industrial (Applied zone Industrial 3)

- Service station
- Take away food premises
- Service Industry
- Warehouse
- Motor vehicle, boat or caravan sales
- Landscape Gardening supplies
- Industrial (Applied zone Industrial 1)

Industry (other than materials recycling and transfer station)

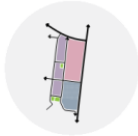
- Trade Supplies
- Service Station
- Warehouse
- Motor vehicle, boat or caravan sales
- Landscape gardening supplies

Transmission Easement (Applied Zone Industrial 1)

- Plant nursery (no buildings)
- Landscape gardening supplies
- Carparking

2.4.4 Land Use Requirements and Guidelines

- R1. The use of land within the Quarry Sensitive Use Buffer must be consistent with the specific provisions contained at Section 2.3 of Schedule 9 to the Urban Growth Zone.
- R2. The use of land within the High Pressure Gas Transmission Pipeline Measurement Length must be consistent with the specific provisions contained at Section 2.3 of Schedule 9 to the Urban Growth Zone.
- R3. Any new use and development that triggers a minimum threshold distance under Clause 53.10 of the Melton Planning Scheme must ensure that the minimum threshold distance (or EPA approved variation to the separation distance) does not encroach on existing and planned sensitive uses (residential use, child care centre, education centre, hospital) within the Mt Atkinson and Tarnet Plains PSP area.
- R4. Any proposed sensitive use must ensure adequate mitigation and attenuation measure are provided for potential amenity impacts.
- G1. Land Uses should be generally in accordance with the Urban Design Framework Plan (Figure 6) and the relevant applied zone, nothing Table 1 Preferred Land Uses within this UDF document.
- G2. Any road networks, drainage infrastructure, or utility infrastructure running adjacent to or crossing the APA Group VTS pipeline assets should cross at 90 degrees and be engineered to protect the integrity of the asset to the satisfaction of the responsible authority and gas pipeline owner.
- R5. The construction of a building (not including a temporary building, a building associated with a minor utility installation, a renewable energy facility or telecommunications facility, a structure, a fence or other appurtenances of a building) on land shown within the quarry blast buffer on Plan 11 of the Mt Atkinson & Tarnet Plains PSP is prohibited.



2.4.2 Buffers

The land within the HRBP is affected by buffer requirements relating to:

- Quarry blast buffer (200m from the quarry extraction limit)
- Quarry sensitive use buffer (500m from the quarry extraction limit)

Schedule 9 to the UGZ outlines specific land uses or buildings and works that require planning permission or are prohibited within these buffer areas. Buildings are prohibited in the Quarry Blast Buffer.

In deciding on an application to use land within the Quarry Sensitive Use Buffer, the responsible authority must consider the applicable decision guidelines in Clause 37.07-14 to the effect that emissions of noise, vibration, odour, dust and grit from the nearby Ravenhall Quarry (located east of Hopkins Road) may have on the proposed use.

Schedule 9 to Clause 37.07 Urban Growth Zone which is applicable to the HRBP states:

A permit is required to use land for Business college, Car wash, Dry cleaner, Employment training centre, Panel beating, Research and development centre and Tertiary institution on land shown within the Quarry Sensitive Use Buffer on Plan 11 in the Mt Atkinson and Tarnet Plains Precinct Structure Plan. A permit is required to use land for Dry cleaning agent, Laundromat and Supermarket on land shown as 'Business' and 'Business/Large Format Retail' within the Quarry Sensitive Use Buffer on Plan 11 in the Mt Atkinson and Tarnet Plains Precinct Structure Plan. The use of land for Dry cleaning agent, Laundromat and Supermarket on land shown as 'Light Industrial' within the Quarry Sensitive Use Buffer on Plan 11 in the Mt Atkinson and Tarnet Plains Precinct Structure Plan is prohibited. The use of land for Accommodation, Child care centre, Education centre (other than Business college, Employment training centre or Tertiary institution) and Hotel on land shown within the Quarry Sensitive Use Buffer on Plan 11 in the Mt

Atkinson and Tarnet Plains Precinct Structure Plan is prohibited.

2.4.3 Gas Transmission Pipeline Measurement Length

The existing high pressure gas transmission pipeline easement is located adjacent to the eastern boundary of the HRBP along Hopkins Road. Schedule 9 to the UGZ outlines specific land uses that require referral within the high pressure gas transmission pipeline measurement length (571 metres).

Schedule 9 to Clause 37.07 Urban Growth Zone which is applicable to the HRBP states:

A permit is required to use land for Accommodation (other than Dwelling), a Child care centre, Cinema based entertainment facility, Corrective institution, Education centre, Hospital, Place of assembly and Service station in the 'high pressure gas transmission pipeline measurement length' shown on Plan 11 in the Mt Atkinson and Tarnet Plains Precinct Structure Plan.

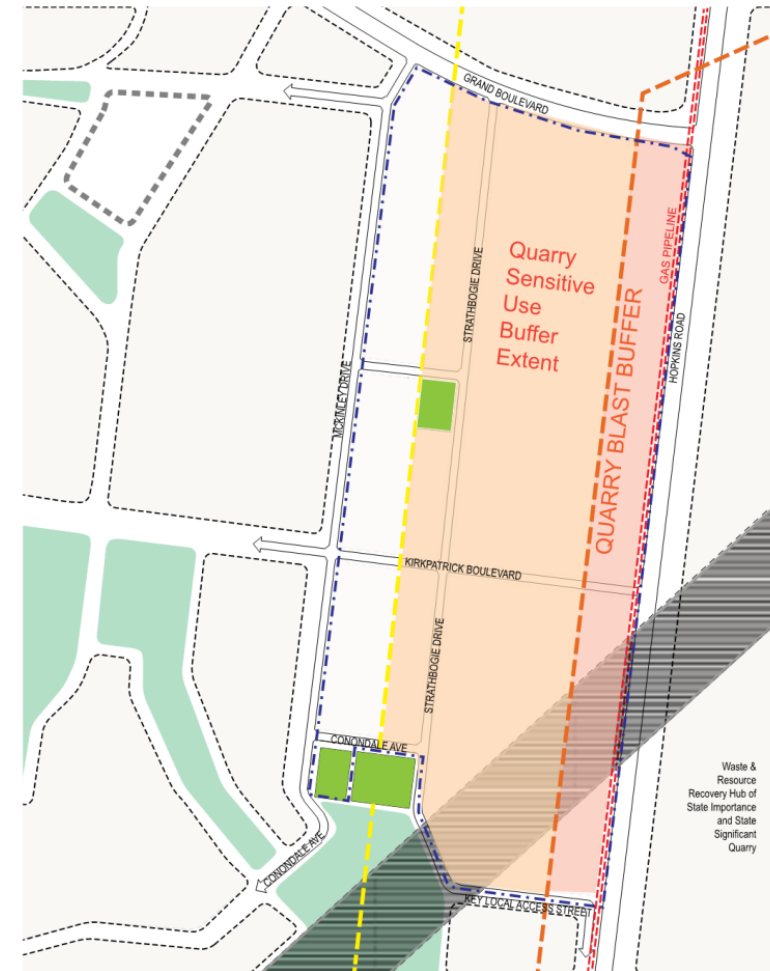
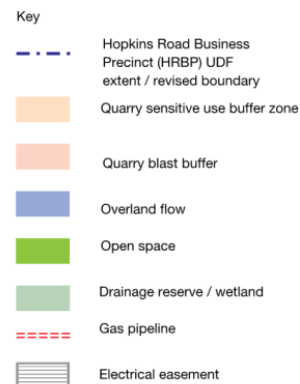


Figure 8. Land Use Buffer Plan

2.5 Movement and Access



The movement and access network for the HRBP area incorporates public transport, pedestrians, cyclists, motor vehicles and car parking.

The relevant approved PSP Road cross sections are included in Appendix 1.

2.5.1 Public Transport

Hopkins Road (existing), Strathbogie Drive (proposed) and Kirkpatrick Boulevard (proposed) are identified as bus capable roads within the PSP which will facilitate the incorporation of these roads within a bus network in the future.

2.5.2 Public Transport Requirement

- R6. Arterial roads and connector roads must be bus capable by complying with the relevant cross sections included in Appendix 1.

2.5.3 Pedestrians

Pedestrian access is a priority throughout the HRBP, ensuring good access within the precinct and connections to adjoining areas the PSP. This will be achieved through a network of shared use paths and pedestrian paths and by including measures to prioritise pedestrians along and across the main streets, and provide a continuous, comfortable and safe path of travel for pedestrians to key destinations including the potential future Mt Atkinson train station.

Pedestrian paths and/or shared use paths must be included in all roads within the HRBP as outlined in the Road Cross Sections included in Appendix 1

2.5.4 Cyclists

The PSP and HRBP promote active transport modes including cyclists. The street network has been designed to provide a balance between vehicles and cyclists. Cycling is accommodated through off-street cycle paths, shared paths or via on-road bicycle lanes. Access to the Major Town Centre and the future Mt Atkinson train station via safe and accessible bicycle facilities is essential to the success of the HRBP.

2.5.5 Pedestrian and Cyclist Requirements

- R7. Pedestrian and bicycle access within the HRBP and to and from the Main Town Centre and future railway station must be safe, convenient and easily accessible. This includes raised pedestrian and cyclist priority treatments at non-signalised intersections and crossing points and dedicated pedestrian phases at signalised intersections.

- R8. Design of all subdivisions, streets and arterial roads must give priority to the requirements of pedestrians and cyclists by providing:

- Footpaths of at least 1.5 metres in width on both sides of all streets, roads and bridges unless otherwise specified in relevant cross sections in Appendix 1.
- Shared paths or bicycle paths of 3.0 metres in width where shown on the relevant cross sections illustrated in Appendix 1
- On road bicycle lanes where shown on the relevant cross sections illustrated in Appendix 1.

- R9. All pedestrian and cycling infrastructure within the HRBP and to and from the Main Town Centre and future railway station must be consistent with existing infrastructure, including footpaths, shared paths, bicycle lanes and off-road bicycle paths to form continuous connections.

- R10. Bicycle parking must be co-located and integrated with other street furniture.

- R11. All pedestrian routes must be designed as DDA compliant.

Key

- Hopkins Road Business Precinct UDF extent / revised boundary
- Arterial Road (bus capable)
- Connector Road (bus capable)
- Off-road bicycle path (two-way)
- Off-road shared path
- On-road bicycle lane
- ⊕ Signalized intersections
- Electrical easement
- ⊕ Potential left in/left out access from Hopkins Road (subject to approval by the Responsible Authority)

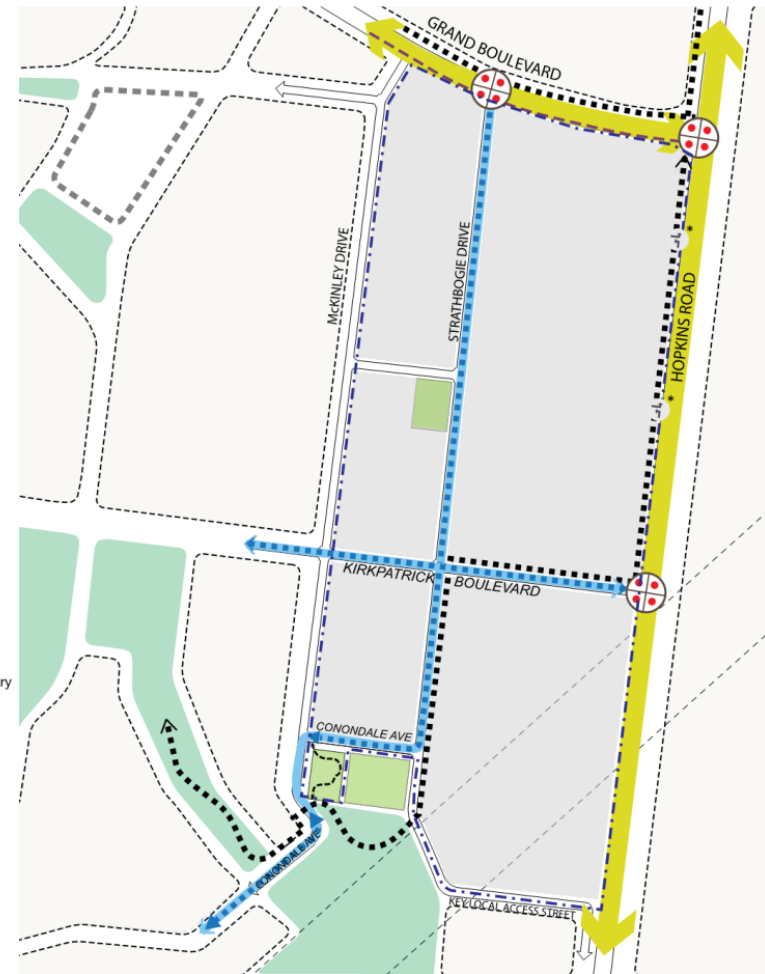


Figure 9. Movement and Access Plan / Public Transport, Cyclist and Pedestrians



2.5.6 Motor Vehicles

The road network is outlined in the PSP and is designed to provide appropriate vehicle access to properties located within the HRBP. The relevant approved PSP Road cross sections are included in Appendix 1.

Figure 10 depicts the layout and hierarchy of streets within the HRBP, including a combination of arterial roads, connector roads and local access roads. Most streets within the HRBP will be capable of carrying heavy vehicles and cars due to the commercial and industrial nature of the precinct. Vehicles will have different levels of priority and access and different conditions for pedestrians and cyclists.

Hopkins Road is an arterial road and has extensive frontage to land within the HRBP identified for business / large format retail employment. The Department of Transport (DOT) has indicated that they would consider two potential left in, left out turns along Hopkins Road, subject to further approval. A service road along this section of Hopkins Road is proposed in the future subject to traffic modelling and approval from DoT and the City of Melton.

There are a number of Infrastructure Contributions Plan (ICP) funded signalled intersections and road works which are identified in Plan 14 of the Mt Atkinson and Tarnet Plains PSP and are consistent with the Mt Atkinson and Tarnet Plains ICP.

R12. The road network must be designed generally in accordance with Figure 10 and the relevant approved PSP Road cross sections as per Appendix 1

R13. Service areas and truck loading and deliveries must be located away from street frontages and key interfaces

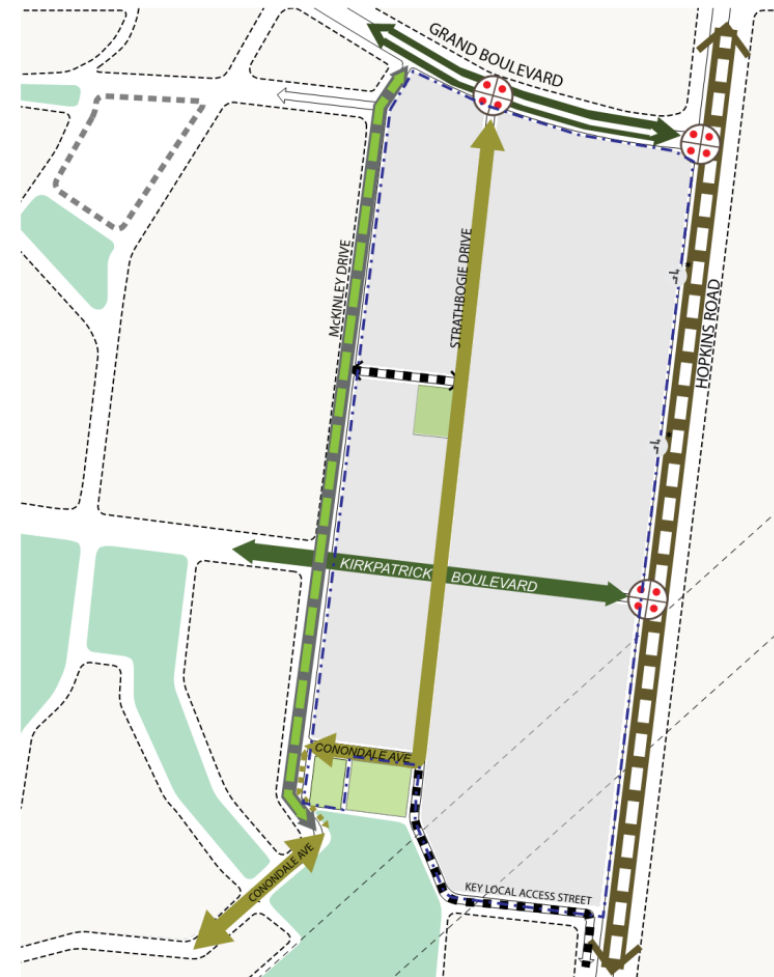
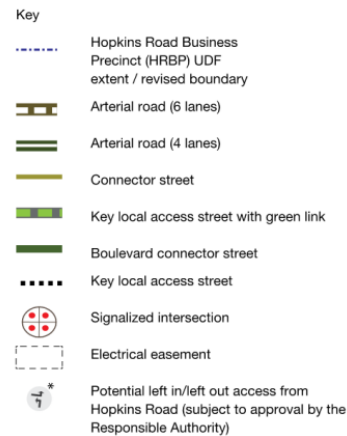


Figure 10. Movement and Access Plan / Motor Vehicles



2.5.8 Car Parking

On-street car parking is incorporated into several street typologies, although parking will largely be contained within individual sites and developments. Where internal car parking does interact with the street, it will be predominantly screened from view through landscape treatments or sleeved built form. Restricting the location of vehicle access to car parks away from the public realm reduces the chance of conflict between vehicles and pedestrians.

The Blast Buffer Zone and SP Ausnet easements are intended to support car-parking.

2.5.9 Car Parking Requirements and Guidelines

- R14. Car parking areas must be appropriately landscaped to the satisfaction of the Responsible Authority in accordance with Council's Off Street Car Parking Guidelines or as otherwise agreed to by the City of Melton
- R15. Car parks must include water sensitive urban design elements to the satisfaction of the Responsible Authority.
- R16. Multi-level car parks must be appropriately screened through incorporation of landscaping and / or architectural treatments.
- R17. Vehicle entrances must be located to minimise pedestrian/ footpath conflicts. This must be minimised in locations adjacent to off road cycle paths and shared paths to ensure pedestrian and cycling priority and safety.
- R18. Car and bicycle parking layout design and rates must be in accordance with Clause 52.06 and 52.34 of the Melton Planning Scheme. Parking areas must provide adequate pedestrian connectivity, including provision of paths and priority crossing treatments across entrances and aisles.

Parking provision for each use will be determined during the planning permit application stage with a parking demand assessment provided for applications which seek a reduction in car parking under Clause 52.06 and bicycle parking under Clause 52.34.
- G3. Off-street car parking should comply with the car park requirements as outlined in City of Melton's Industrial Design Guidelines, and City of Melton's Off Street Car Parking Guidelines unless otherwise agreed to by the City of Melton.
- G4. Off-street car parking areas should be screened from internal HRBP roads and public open space through incorporation of landscape elements and / or physical screening / decorative fencing.

Numbers on Figures 11 and 13 correlate to example images throughout the document.

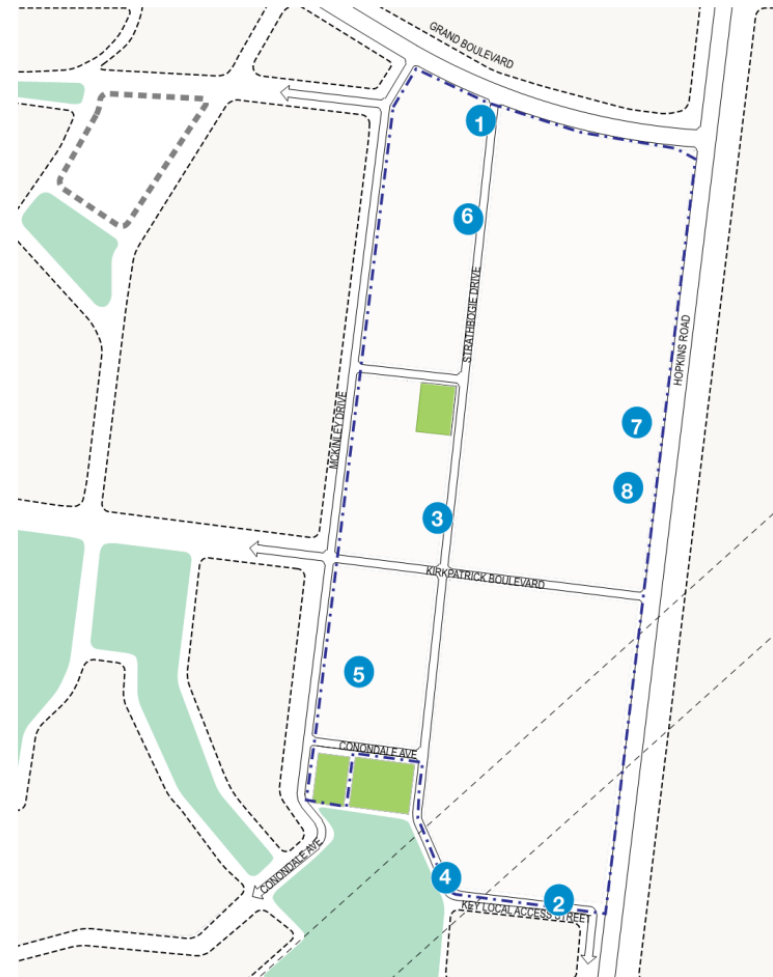


Figure 11. Road and Carpark Buffer Zones



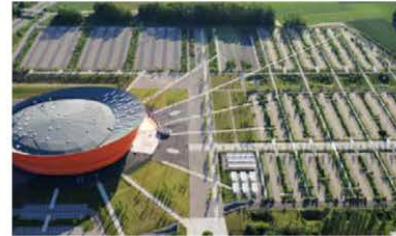
2.5.2 Benchmarking - Road and Car Park Buffer Zones



1 Example. Main intersection with connector streets



2 Example. Landscaped carpark



3 Example. Connector streets with carparking and buffer zones



4 Example. Landscape buffer zone



5 Example. Landscaped carpark



6 Example. Bus capable road



7 Example. Landscape buffer zone



8 Example. Landscape buffer zone and carpark

The images above reflect examples of successful design outcomes

2.6 Public Realm and Landscape



The PSP identifies the provision of a local park (OS19) and a linear park (OS35) within the HRBP.

OS19 has been moved to the western side of Strathbogie where it can be provided with strong pedestrian connections, connections to cycle routes and passive surveillance, with active frontages from neighbouring buildings.

OS35 has been moved to be located next to OS25, so that it is a more usable, larger open space for the nearby residential community to utilise. Although the PSP listed the purpose of OS35 to be a linear link along the transmission line, the desired link is still achieved with the shared paths, bike paths and footpaths along Hopkins Road. It is considered that this design is a better use of the space rather than a duplication of infrastructure on Hopkins Road.



Figure 12. Comparison Between PSP and UDF Open Space Location

2.6.2 Streets

The streets within the HRBP area will contribute to the landscape character of the area through the inclusion of street trees and nature strips as outlined in the relevant cross sections in Appendix 1.

This includes McKinley Drive which is identified in the PSP as a key local access street with green link.

Note: Images reflect successful design outcomes. Refer to next page for locations

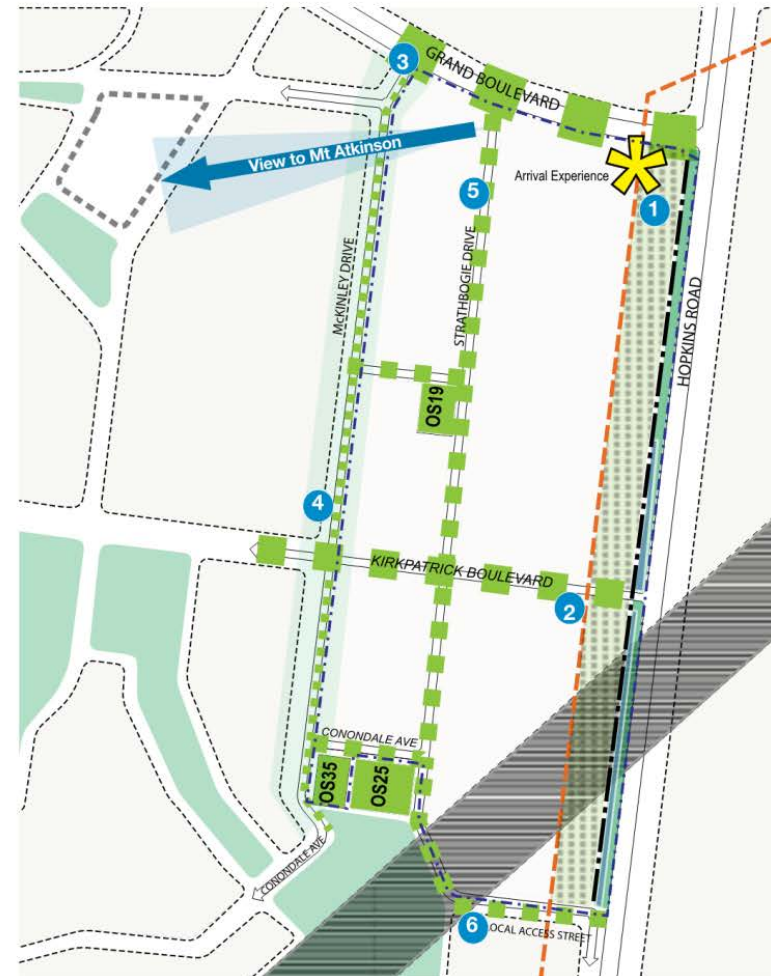


Figure 13. Public Realm and Landscape Plan



1 Example. Hopkins Road - Eastern perimeter endemic, iconic



2 Example. Kirkpatrick Boulevard - east/west link connection to community



3 Example. Grand Boulevard - Northern perimeter Civic, welcoming



4 Example. McKinley Drive - Western perimeter Integrated residential buffer



5 Example. Strathbogie Drive - North/south link practical green link



6 Example. Conondale Avenue - Southern perimeter interface with endemic easement



2.6.1 Unencumbered Passive Open Space

Local park (OS19)

The PSP identifies local park (OS19) being located on the east side of Strathbogie Drive. An alternative location for local park (OS19) has been identified on the west side of Strathbogie Drive as shown in Figure 16. Local park (OS19) has an area of 0.4 hectares.

The intention of OS19 is open space that would facilitate mental health and well-being through opportunities for exercise and social interaction, as well as exposure to green landscaped spaces, which is vital in an area that is traditionally comprised of large structures and hardstand.

Open space will be provided with strong pedestrian connections, connections to cycle route/s, passive surveillance, with active frontages from neighbouring buildings, supporting amenity infrastructure, hardy vegetation and trees that cast ample shade.



Indicative OS19 Opportunities



1. Lawns



2. Active public realm



3. Passive irrigation to all street trees



4. Simple geometry and Amenity

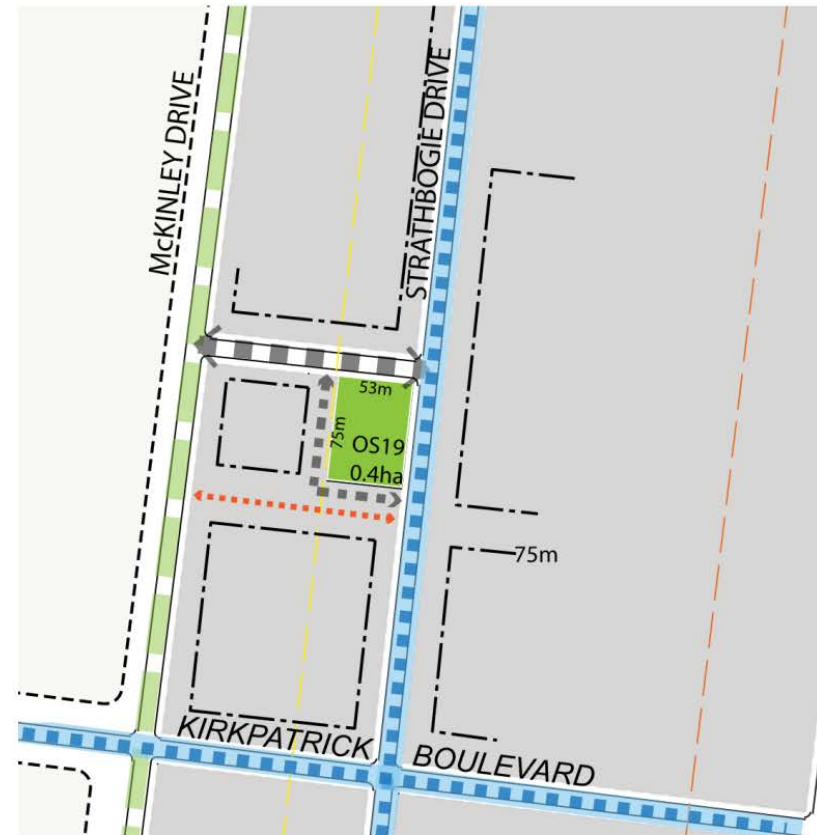


Figure 14. OS19 Location



2.6.1 Unencumbered Passive Open Space

Linear park (OS35)

The PSP identifies part of linear park (OS35) being located along the north-west side of the SP Ausnet easement.

An alternative location for this part of OS35 is proposed south of Conondale Avenue, adjoining the drainage reserve and OS25. This will provide a more usable open space for the nearby residential community, and the linear link as envisaged in the PSP is still being achieved through the network of off road shared and pedestrian paths along Hopkins Road and local streets.

Key

- Key Local Access Street with Green Link
- - - - Bus Capable Section
- - - - Key Local Access Street
- Connector Road (bus capable)
- - - - Off-road Bicycle Path (two-way)
- - - - Off-road Shared Path
- Electrical Easement



Indicative OS35 Opportunities



1. WSUD Integration



2. Harness overland flow path to create naturalistic edges



3. Public landscape nodes supported by passive irrigation

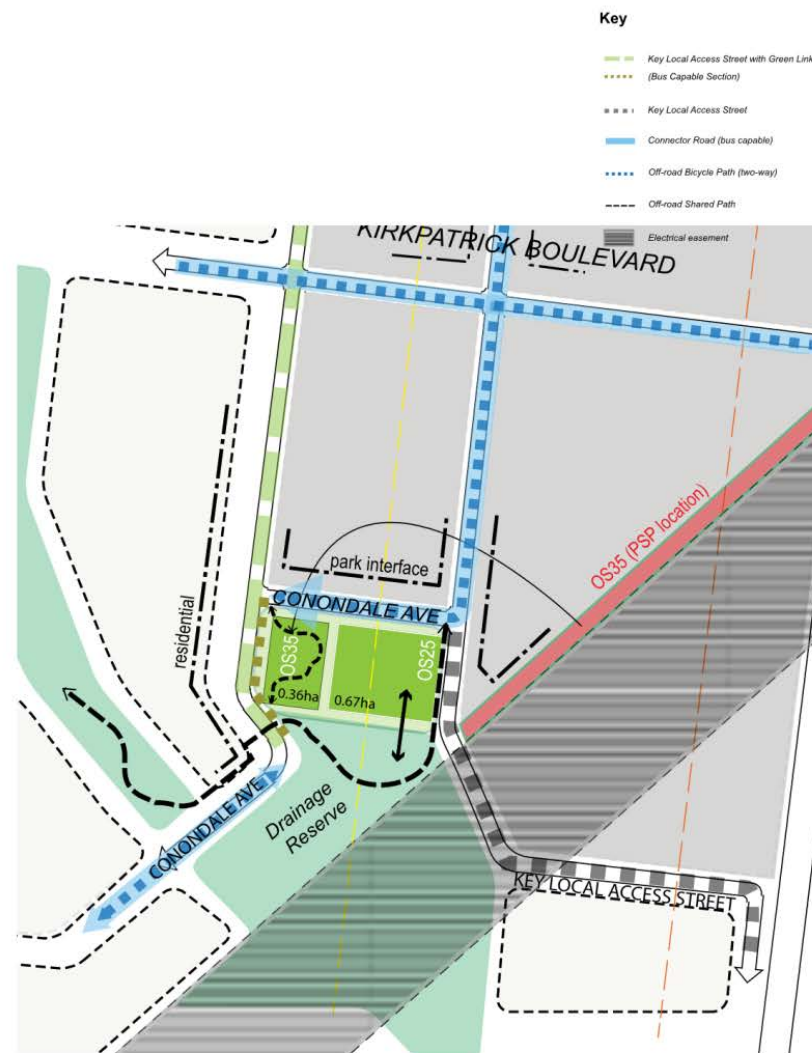


Figure 15. OS35 Location



1. Example. Natural Canopy and Car Parking in light industrial area



2. Example. Natural Canopy and Car Parking in light industrial area



3. Example. Screening of Building Mass through less active frontages



4. Example. Pedestrian Experience and Safety in car parks

2.6.3 Public Realm and Landscape Requirements and Guidelines

R19. Public spaces must be designed for a range of uses that support a variety of experiences that are expected to occur.	R27. The placement of street trees must take into account sight lines to ensure pedestrian, cyclists and motorist safety is not compromised	R33. A public space plan must be included in future development applications that identifies a hierarchy of public spaces including links to the broader open space network	G8. Public lighting design should meet the required lighting category with minimum overall wattage. This includes locating lights at maximum allowable spacing and using luminaires with low wattage.
R20. CPTED principles must be implemented in the design of all public realm areas.	R28. Passive irrigation of all trees and landscape elements must be included unless otherwise agreed with the Responsible Authority.	R34. Where commercial and retail premises interface with residential uses, loading bays and service areas must be screened from view, either by landscaping elements, vertical screening or other built form to provide an appropriate visual transition.	G9. Consideration of the public realm material and colour palette to ensure consistency in the use of pavers, threshold treatments, public furniture and lighting throughout the precinct.
R21. Streetscapes and shared pathway networks must incorporate lighting that illuminates footpaths and pathways to ensure amenity and safety for users at night.	R29. Car parking or other areas along Hopkins Road must be set back a minimum of 5 metres and landscaped to provide an attractive interface to surrounding areas	R35. Buildings and carparking or other areas along Kirkpatrick Boulevard and Strathbogie Drive must be set back a minimum of 3m and landscaped to provide an attractive interface to surrounding areas.	G10. Existing native vegetation, as defined within the Mt Atkinson and Tarneit Plans PSP should be retained where possible in public spaces.
R22. All streets and open space areas must include canopy trees and other forms of landscaping.	R30. Landscaping of the Hopkins Road frontage must present an attractive frontage while responding to the quarry buffer requirements.	G5. Consideration of the public realm material and colour palette, integrating the aspects of the Western Plains grasslands, native trees and geological history into the planting and material palette to ensure consistency in the use of pavers, threshold treatments, public furniture and lighting throughout the precinct and creating a sense of place unique to Mt Atkinson.	G11. The design and construction of public realm areas should be in accordance with Council Policy, Guidelines and Standards.
R23. The public realm must be designed to appropriately respond to specific climate conditions (including sun, shade and wind) through appropriate plant and species selection, materials, location and orientation of furniture and structures.	R31. Key views to Mt Atkinson volcanic cone, as denoted on Figure 13 and in accordance with the Mt Atkinson and Tarneit Plans PSP must be addressed in future planning applications	G6. Landscaping should reinforce a sense of arrival at key gateways as noted on Figure 15.	G12. Development should demonstrate compliance with the 'Crime Prevention Through Environmental Design' (CPTED) principles which are incorporated in the Urban Design Guidelines for Victoria.
R24. Species selection must be in accordance with Council's Landscape Policy.	R32. Landscape planting within 3 metres of the high pressure gas transmission pipeline must be minimised and should not obscure sight-lines between markers. Where vegetation is proposed to be planted within 3 metres of the pipeline alignment, it must be shallow rooted and must not exceed 1.5 metres in height once mature;	G7. Landscaping should reinforce the hierarchy of streets and pathway networks	G13. The design of the car park should be functional, efficient, safe and strongly respond to its context. The siting, massing and materials should all support a high-quality public realm.
R25. Street planting must accord with the requirements of Council's Tree Planting and Removal Policy.			G14. Softened and green Landscaped ground plane and vertical greening should be considered to screen and soften the structure.
R26. Landscaping must be generally in accordance with the Melton City Council Landscape Guidelines and of a high quality.			

2.7 Built Form, Massing, Density and Interface



2.7.1 Built Form and Massing

Built form and massing within the UDF area should contribute to a high-quality urban environment, allowing for visual breaks and landscape elements throughout. Buildings should be orientated to address the street and public realm and the built form should denote a contemporary style. These influences should be represented through material selection and architectural detailing.

Key views to the Mt Atkinson volcanic cone are to be considered in future built form design, if applicable, having regard to the location of the land and existing or proposed intervening buildings in accordance with the view lines identified within the PSP.

The City of Melton Industrial Design Guidelines will apply to all areas in the UDF area and, as such must be read in conjunction with this UDF.

While there may be a large scale structures associated with the industrial / restricted retail designation, architectural measures should be employed to minimise perceptions of building bulk and mass. The built form in these precincts will include substantial glazing, clear building entrances, and carefully integrated signage; ensuring buildings will be free from blank facades, and provide a palette of colours and finishes.

Along Strathbogie and McKinley Drive the focus will be on lifting the appearance of the buildings within the HRBP area through appropriate site design, landscaping and architectural detailing. The built form will consist of high quality architecture, varying in height and scale.

Buildings situated on key intersections should respond to their prominent location - turning corners and adopting treatments that address both adjacent streets.

Throughout the HRBP area building height and massing will be considered to ensure a design response that considers the impact of development on the surrounding environment. In this precinct it is important that facades utilise variety to create interest, while contributing to the continuity of the streetscape. The use of high quality building materials will further contribute the character of the area.

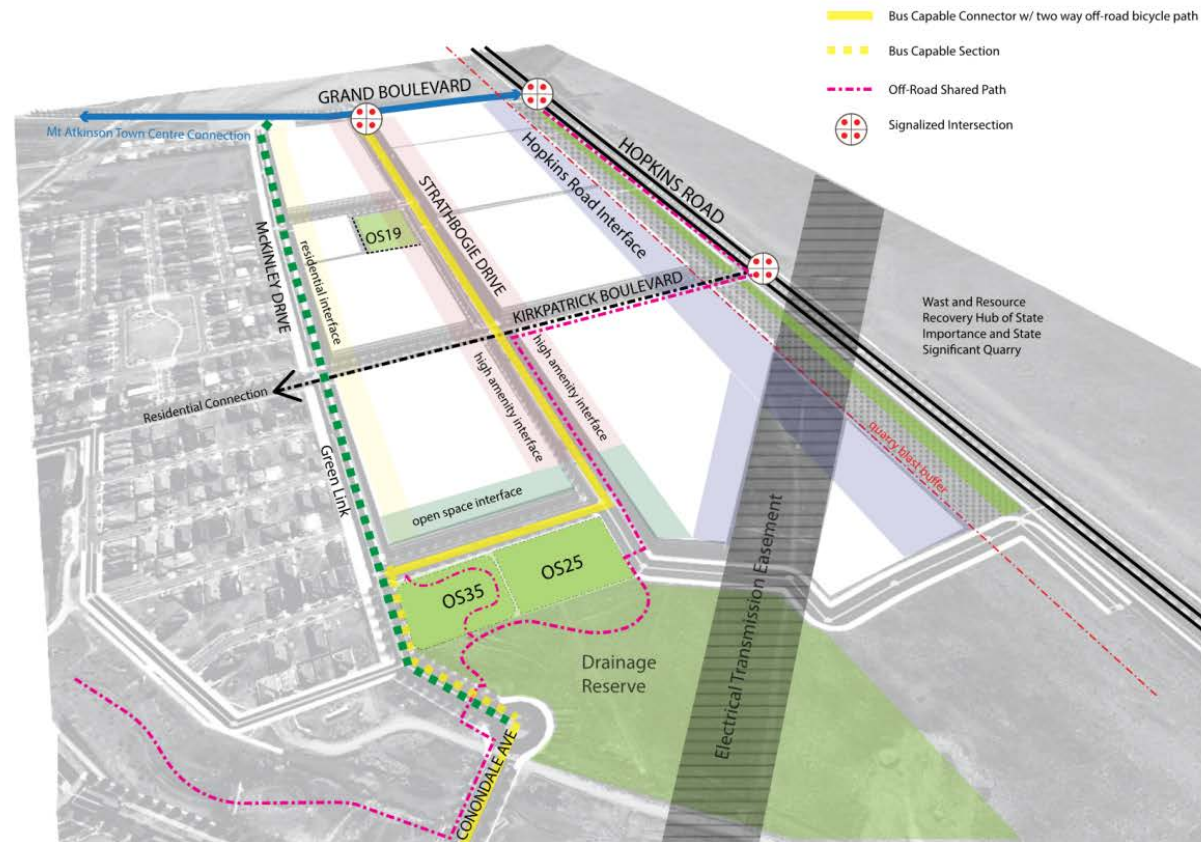


Figure 16. Overview Plan



2.7.3 Built Form and Massing Requirements and Guidelines

R36. The City of Melton Industrial Design Guidelines apply to any application within the UDF area. If in the opinion of the Responsible Authority the Industrial Design Guidelines are not relevant to the application, the Responsible Authority may waive the requirement.

R37. Where the City of Melton Industrial Design Guidelines do not apply, the following design requirements must be addressed:

R37-1 Built form must be of a high quality, contemporary design with appropriate articulation, including loading and pedestrian entrance.

R37-2 Buildings must be orientated where possible to address the street and public realm, other than where the quarry blast buffer applies.

R37-3 The primary entry and frontage of buildings must address open space and primary streets.

R37-4 Buildings and entrances must be sited to provide appropriate passive surveillance to adjoining streets and public realm.

R37-5 Buildings on corner sites must address and activate both primary and secondary frontages.

R37-6 Large buildings must be designed to reduce their visual bulk through the use of appropriate building articulation, massing variety and landscape treatment.

R37-7 Blank facades must be avoided where possible and by providing sufficient building articulation through the provision of window glazing and / or a variation of material finishes and colours.

R37-8 All commercial uses must provide predominately clear glazing at ground level facing the street.

R37-9 Business identification signage must be incorporated in the building façade and shown within proposal plans for the new building.

R37-10 Fencing located adjacent to primary and secondary frontages must be permeable and complimentary to the building's architectural form / style. Chain mesh or similar fencing is not permitted on street or public realm frontages.

R37-11 Prevention of graffiti must be considered when detailing materials for fencing, screening and sides/rears of buildings.

R37-12 The location of buildings entries must front away from Hopkins Road

R38. Buildings must be orientated to and address the street and public realm

R39. The height and massing of buildings immediately adjacent (i.e. not separated by a road) to the HRBP area must be consistent with the height and massing of buildings within the HRBP.

R40. Sites identified as key built form sites, on key corner sites must be well defined through architectural design.

R41. Primary pedestrian entry points must be from the main street frontage along roads within the UDF, with a secondary entrance from the car park where appropriate.

R42. Signage in the form of branding and colours must not cover the entire facade, refer to City of Melton 'Advertising Signage Design Guidelines', 2017.

R43. Prevention of graffiti must be considered when detailing materials for fencing, screening and sides/rears of buildings.

R44. A minimum of 25% of any one development's frontage must be built to the required landscape where possible to ensure a consistent street edge on Hopkins Road, and must be strongly activated.

R45. Development proposals in industrial and commercial areas must take into account the Crime Prevention Through Environmental Design (CPTED) and Safer Design Guidelines.

G15. Single storey large scale, large footprint uses with low employment densities such as storage and distribution should not be located in the precinct.



2.7.3 Built Form and Massing Requirements and Guidelines

Large Format Retail

The following requirements are to describe the built form with the LFR Character Area:

R46. Provide finer grain articulation and increased transparency within the primary and secondary facades to activate the built form at a human scale along Strathbogie Drive.

R47. Incorporate layered façade treatments within the built form to increase the modulation along the streetscape mitigate the occurrence of blank walls.

R48. Utilise expressed roof forms to create visual interest within the built form and avoid the appearance of boxy developments.

R49. The design of any restricted retail centre or area must be integrated even where development is proposed on multiple adjoining properties and:

- Provide integrated car parking with dedicated pedestrian routes that enables access to all tenancies and a 'park once' approach;
- Limit fencing and landscaping which prohibits vehicular and pedestrian movement between tenancies;

Business

R50. Provide active frontages along McKinley Drive with finer grain articulation and increased transparency within the primary façade to create a distinct edge which is congruent to the residential interface.

R51. Building height must not exceed 7.0m to the front of the lot at the end of the 5.0m landscaped setback, this can increase to a maximum of 9.0m at a further setback of 5.0 along McKinley Drive and Conondale Avenue.

Key

Potential building envelope

- Hopkins Road Business Precinct (HRBP) UDF extent / revised boundary
- Business
- Business / large format retail
- Light industrial
- Industrial
- Electrical easement
- Landscape buffer
- Primary connector with high amenity interface
- Green link
- Potential entrance
- Potential parking within quarry blast buffer zone
- Local gateway
- Key corner
- Loop road

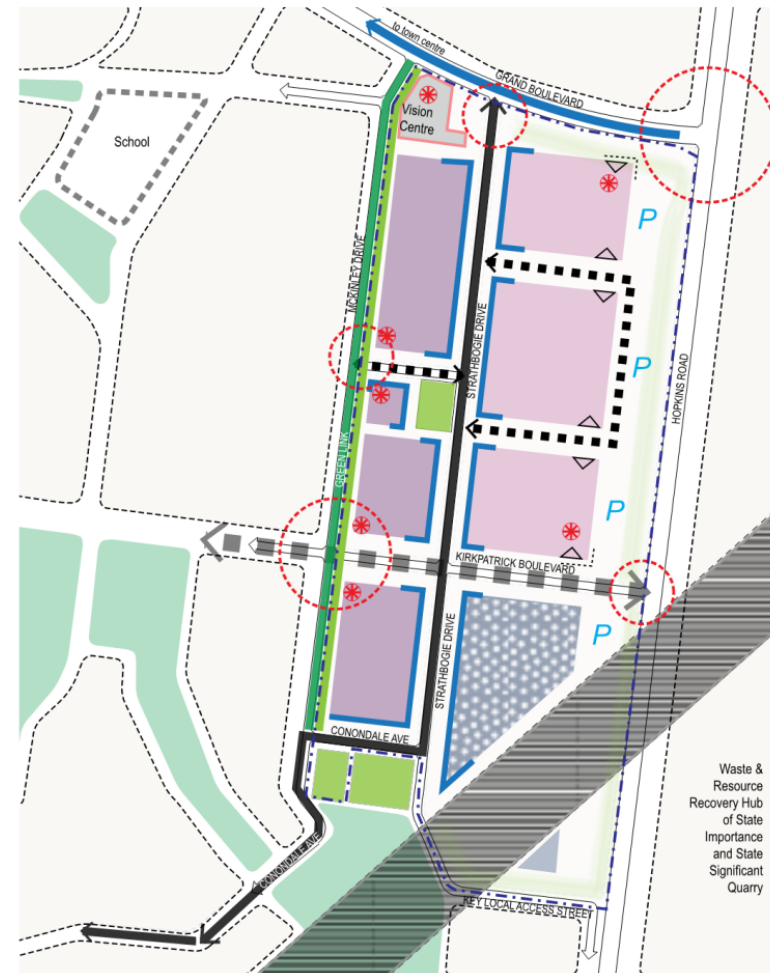


Figure 17. Built Form and Massing Diagram



2.7.4 Interfaces

The careful and considered treatment of interfaces and transitions is important to the HRBP and surrounds due to the variety of land uses and infrastructure both existing and proposed within the area. The following interfaces require a specific design response as follows:

Arterial Interface – Hopkins Road

Ensure high quality-built form with active frontages addressing Hopkins Road, providing visual interest and activation along the key arterial road having regard to the function and use of the building and any response required to the quarry blast buffer.

Car parking provided along this interface must be adequately screened by quality landscaping treatments or sleeved by built form where possible.

Landscaping of the Hopkins Road frontage to present an attractive frontage while responding to the quarry buffer requirements (Hopkins Road Business Precinct only) and restrictions in the quarry blast zone.

High Amenity Interface

The interface along Strathbogie Drive must provide a high amenity and visually attractive environment, where service areas, truck loading and deliveries are located away from street frontages. Built form must be of higher architectural quality and incorporate design elements such as layered and modulated façade treatments to assist with a finer grain, humanly scaled appearance. The primary pedestrian entry point should be from the main street frontage with a secondary entrance from the side or car park.

Residential & Open Space Interface

The interface between employment and residential land must provide a high level of visual amenity, address to the local access road, consistent landscaping, and setbacks consistent with the building line in the adjoining residential development.

2.7.5 Interface Requirements and Guidelines

- R52. Where commercial and retail premises interface with residential uses, loading bays and service areas must be screened from view, either by landscaping elements, vertical screening or other built form to provide an appropriate visual transition.

- R53. Locate built form along McKinley Drive to accommodate uses that will have a minimal impact on the amenity of the surrounding area. (Manufacturing and industrial uses are not permitted along McKinley Drive).
- R54. Orientate corner lots to McKinley Drive to promote activation of the residential area.
- R55. Built form interfacing with Hopkins Road must be of high quality and incorporate design elements such as layered façade treatments and variation of material finishes and colours to avoid the occurrence of blank wall.
- R56. Appropriately scaled lighting must be installed along all major pedestrian thoroughfares traversing public open space and along the cycling network to the satisfaction of the responsible authority.
- R57. Car parking, loading and service access must be located out of sight adjacent to an open space interface.
- G16. Provide opportunities for passive surveillance of open space through the placement of windows, entries and/or active uses along frontages adjacent to an open space.
- G17. Provide a landscaped setback, which includes large canopy trees at the open space/waterway reserve interface.
- G18. Crossovers should be located to maximise on-street car parking opportunities opposite the open space/waterway reserve.
- G19. Podium style and/or basement car parking is strongly encouraged throughout the precinct.

Key	
	Hopkins Road Business Precinct (HRBP) UDF extent / revised boundary
	Arterial Interface (Hopkins Road) Articulated Frontage
	High Amenity Interface
	Residential & Open Space Interface
	Open Space Interface
	Primary key corner
	Electrical easement

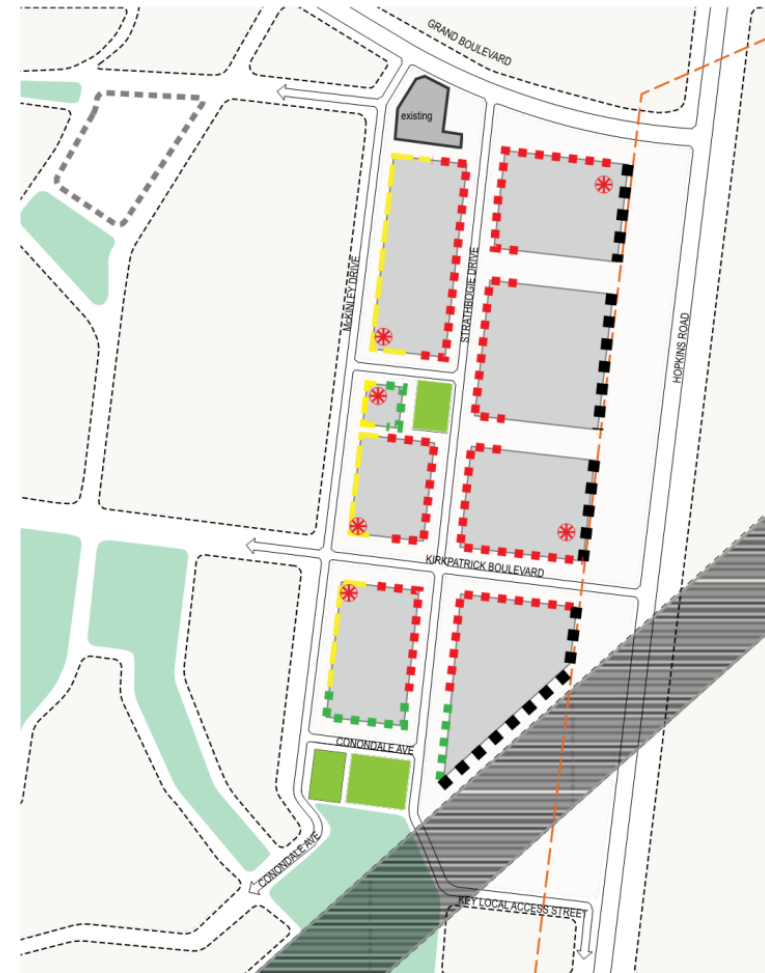


Figure 18. Interface Diagram



1. Hopkins Road Interface



Visually interesting facade treatments including:
Expressed Roof Forms
Layered, modulated facades / fins / columns

Avoid: Blank Walls

2. High Amenity Interface



Transparency
Layered facade treatment
Human scale
Articulated, finer grain, modulated facade features

3. Residential and Open Space Interface



Transparency
Layered facade treatment
Transitional height and scale
Articulated, finer grain, modulated facade features

Avoid: Traffic Conflict frontages
(i.e. heavy vehicle loading, parking, servicing)
Blank walls or unsafe / unattractive interfaces

4. Key Corner Treatment



Expressed roof forms on significant corners
Opportunity for corner entrance and wrap-around features

2.8 Sustainability and Environment



The City of Melton is committed to creating a low carbon city well-adapted to climate change and has set a target for net-zero emissions by 2040. Council recognises the future impact of climate change and has adopted the City of Melton Environment Plan 2017-2027 to meet targets for reducing greenhouse gas emissions.

The Council and Wellbeing Plan, 2017-2021 outlines a whole-of-community commitment to protecting and enhancing the natural environment, and to the growth and development of the City in accessible, fair and responsible ways.

Incorporating these aspirations within the HRBP, this UDF aims to foster development that values sustainability and the natural environment, and also seeks to acknowledge the key environmental risks identified in the Melton Planning Scheme such as climate change, greenhouse gas emissions and the increase in extreme weather.

This section provides requirements and guidelines to better inform the design and ensure landowners and developers understand Council's values, and aspirations around a few key areas including water usage, site and building design, tree and vegetation coverage and walkability.

2.8.1 Sustainability and Environment Requirements and Guidelines

- R58. Road layout and lot design must minimise and aim to balance cut and fill and respond to the site's existing drainage patterns.
- R59. Rainwater run-off from buildings must be harvested for re-use or recycling to the extent possible
- R60. Water sensitive urban design principles must be included to manage stormwater and passively irrigate trees and other vegetation.
- R61. Buildings must incorporate high quality, sustainable materials and methods where possible to the satisfaction of the Responsible Authority.

- G20. Buildings should be designed in accordance with any relevant Council sustainability design policies.
- G21. Building materials used for streetscape elements should be of high quality and be durable.
- G22. Overland flow paths should be considered as part of street design to optimise efficient water use and long-term viability of vegetation.
- G23. Infrastructure should be designed with consideration of climate change risks and adaptation methods.
- G24. Installation of renewable energy systems should be considered as part of all new buildings.
- G25. The re-use of materials and utilisation of local materials should be considered.
- G26. Fixed or flexible external shading should be considered to protect building windows from unwanted heat gain in summer and allow for desired heat gain in winter.
- G27. "Green" roofs, walls or facades should be considered to cool a building, help reduce stormwater runoff, increase biodiversity and provide more greenery.
- G28. Reduction of impervious surfaces and inclusion of permeable pavement should be considered.





3.1 Staging

Based on the relatively small area of the HRBP, concurrent development on multiple fronts is anticipated. No formal staging is required as the HRBP area is accessible from four existing road frontages and reticulated services are readily available.

3.2 Development Timing

Timing of development will be dependent upon market interest. Access to the major town centre, residential areas and area for social and community facilities is not dependent on the HRBP proceeding.

3.3 Infrastructure Contributions 3.4 Review

The infrastructure items included in the Mt Atkinson and Tarneit Plains Infrastructure Contributions Plan (ICP) related to the HRBP are outlined below:

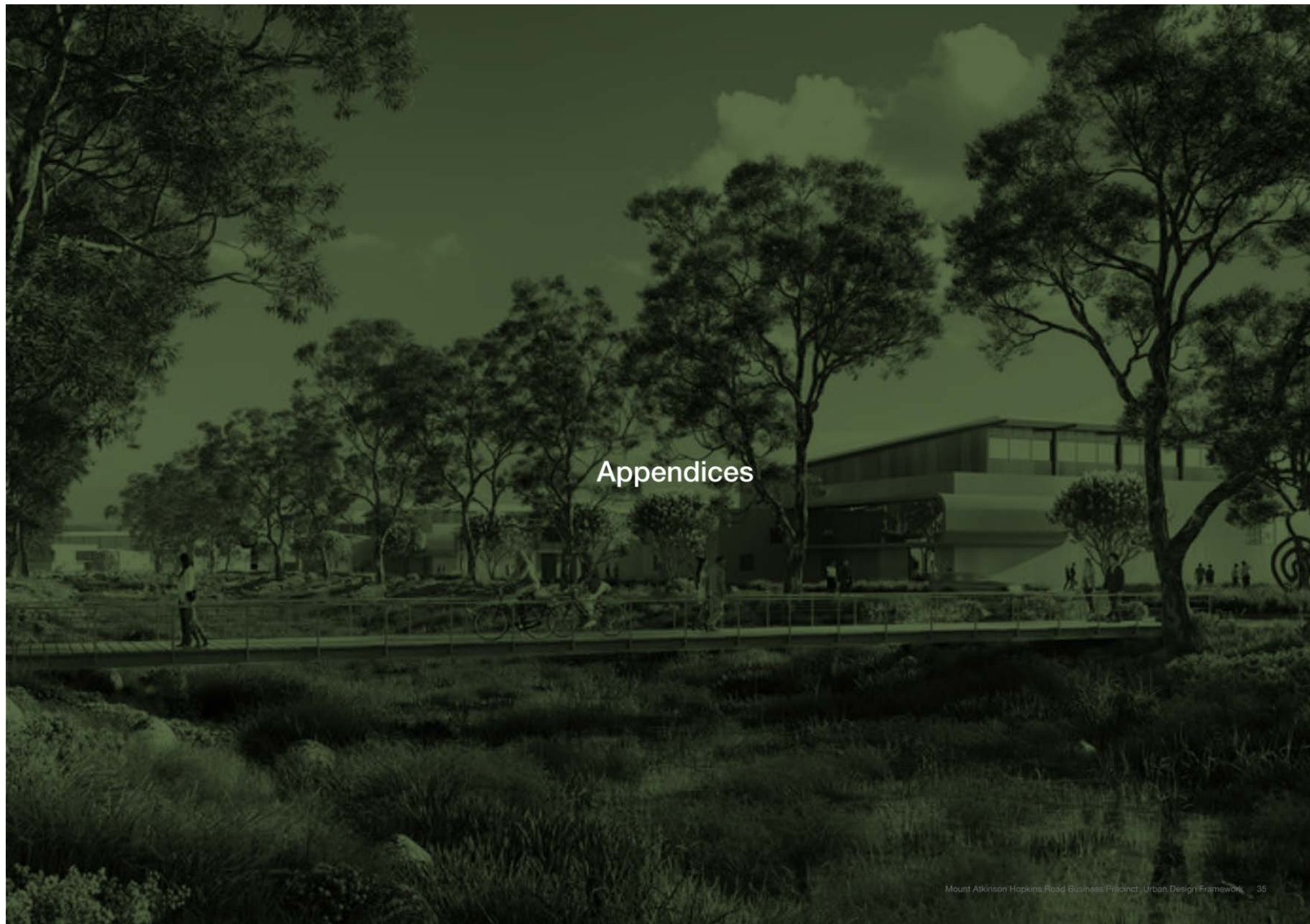
- IT-03: construction of a 3-way signalised intersection for the Hopkins Road/Grand Boulevard (interim treatment)
- IT-04: construction of a 3-way signalised intersection for Hopkins Road to east-west boulevard connector road (interim treatment)
- IT-08: construction of a 4-way signalised intersection for the Grand Boulevard/north-south connector road (interim treatment)
- RD-04: Grand Boulevard North-south connector road (IT-07) to north south connector road (IT-08)
- RD-05: Grand Boulevard North-south connector road (IT-08) to Hopkins Road (IT-03)

Grand Boulevard (north of the HRBP) is currently under construction.

Key community infrastructure items to be completed in relation to the HRBP are:

- OS-19: Local park
- OS-35: Linear local park (partial)

The content of this document is subject to change as the PSP area develops overtime. The UDF may be reviewed every five years to ensure the information is relevant.



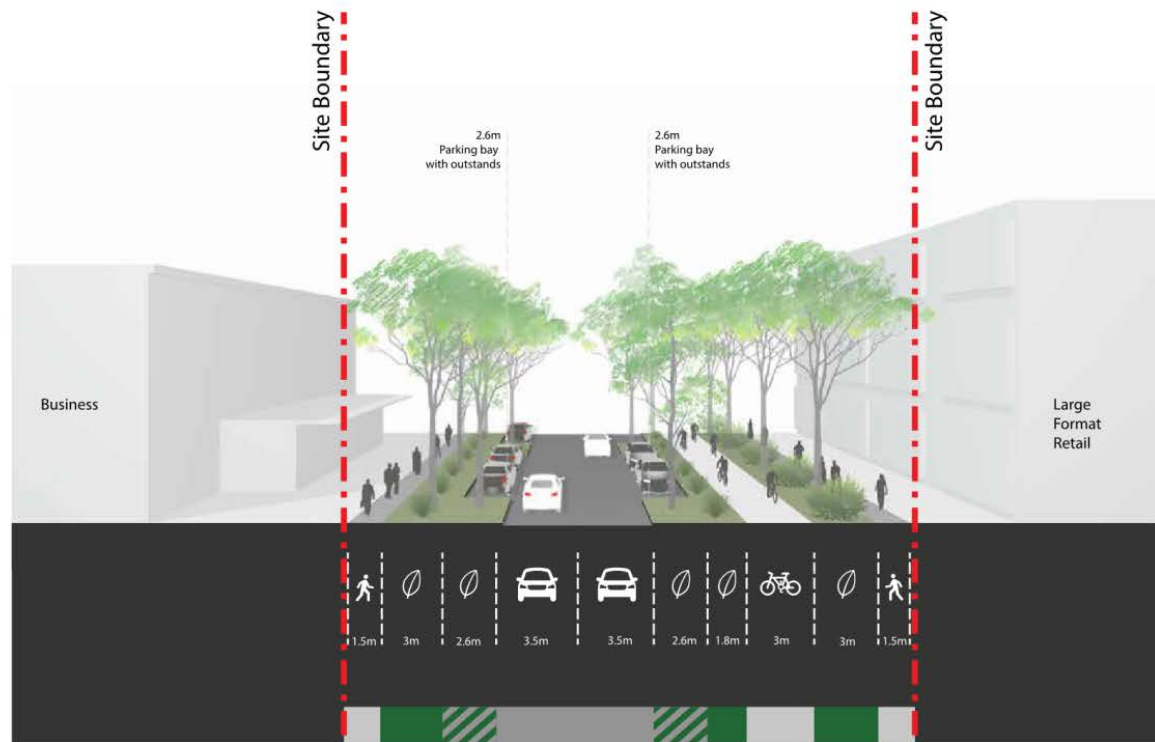
Appendix 1- HRBD UDF Street and Interface Cross Sections

Overall Cross Section



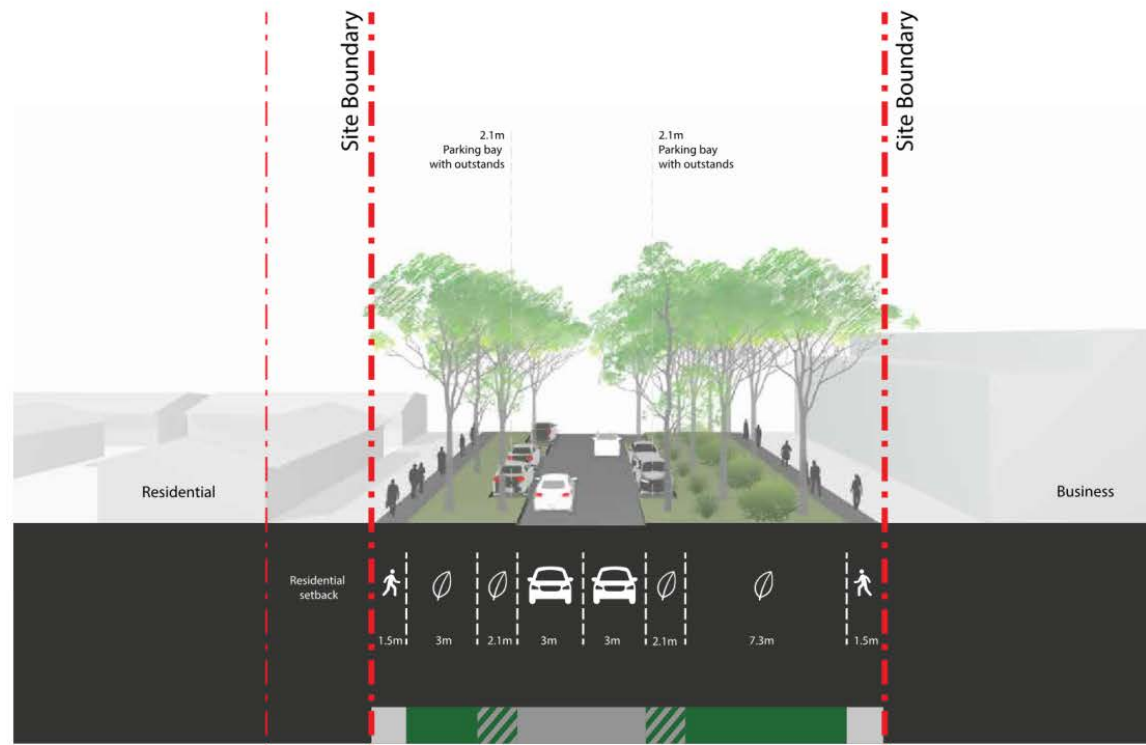
HRBD UDF Street and Interface Cross Sections

A- Strathbogie Drive



HRBD UDF Street and Interface Cross Sections

B - Mckinley Drive Cross Section



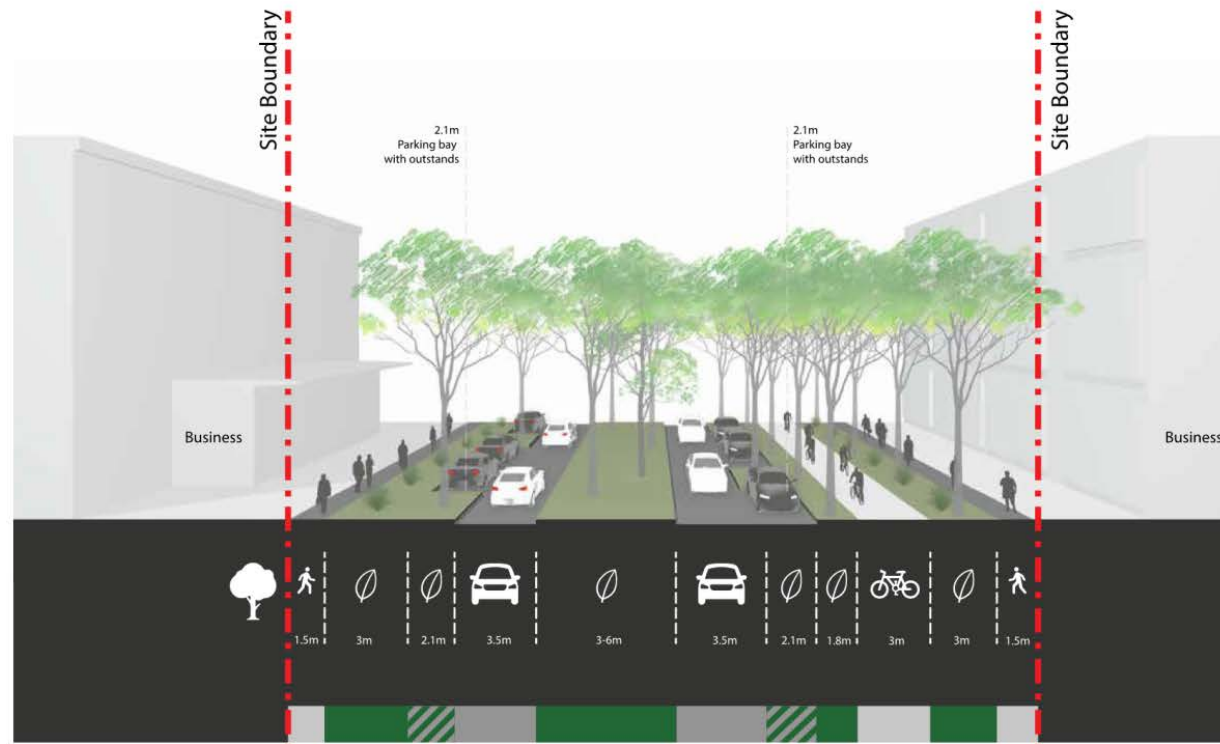
HRBD UDF Street and Interface Cross Sections

C - Grand Boulevard Cross Section



HRBD UDF Street and Interface Cross Sections

D - Kirkpatrick Boulevard Cross Section



HRBD UDF Street and Interface Cross Sections

E - Conondale Avenue Cross Section



HRBD UDF Street and Interface Cross Sections

F - Hopkins Road Cross Section



Appendix 2 - Statutory Assessment

The Mt Atkinson and Tarneit Plains PSP includes statutory requirements that must be met in the preparation of this UDF. The table below outlines how the UDF has met each relevant requirement. This list of requirements has been met and detailed throughout Sections 2 and 3 of this report. However, the specific requirements have been itemised and a comment provided for each in the table below.

Requirements R27 – R37

Requirement	Compliance	Comment	Requirement	Compliance	Comment
R27 Location of land uses, building design, and interface treatment in industrial, business or business/ large format retail areas (including the electricity transmission easement) shown on Plan 3 – Future Urban Structure must minimise negative impacts on the amenity of nearby residential areas.	Yes	R5, R34, R35 and R52 all relate to interfaces between the commercial area and the residential development. Requirements R50 and R51 describe the built form within the Commercial Area, highlighting height, articulation and building mass.	R34 Vehicular access to properties fronting primary arterial roads must be from service roads, internal loop roads and/ or rear laneways. Service roads and internal loop roads must provide indented parking unless carriageway widths can cater for on road parking without indented bays.	Yes	R12 addresses this requirement and is further supported in Section 2.5.6 Motor Vehicles.
R28 Development proposals in industrial areas (including the electricity transmission easement) adjacent to residential areas must respond to Figure 5 – Southern Industrial Land Concept Plan, and the City of Melton Industrial Guidelines.	N/A	Not applicable as there is no industrial areas adjacent to residential areas within the UDF precinct.	R35 A separate Urban Design Framework Plan (UDF) must be approved by the responsible authority for each of the Hopkins Road Business Precinct and the Western Freeway Commercial Area within the UDF areas illustrated on Plan 6 – Employment and Town Centres.	Yes	This UDF related to the Hopkins Road Business Precinct area, as defined on Plan 6 of the Mt Atkinson and Tarneit Plains PSP.
R29 Buildings must be located at the front of any site to present an attractive address to the street, other than where the quarry blast buffer applies.	Yes	R37-2, R37-3, R37-5 and R38 address this requirement.	R36 Each UDF must address the following:		
R30 Allocation of land uses, building design and interface treatments must minimise negative impacts on the amenity of adjacent residential areas.	Yes	R5, R34, R35 and R52 all relate to interfaces between the commercial area and the residential development. Requirements R50 and R51 describe the built form within the Commercial Area, highlighting height, articulation and building mass.	<ul style="list-style-type: none"> Relevant design guidelines prepared by the Victorian Government and Melton City Council. 	Yes	The UDF references the relevant design guidelines including the Melton City Council Industrial Design Guidelines 2016, City of Melton Off Street Car Parking Guidelines 2015, and the Crime Prevention through Environmental Design (CPTED).
R31 Development proposals in industrial and commercial areas must take into account the Crime Prevention Through Environmental Design (CPTED) and Safer Design Guidelines.	Yes	R20, R45 and G12 all respond to this requirement of consideration of CPTED and Safer Design Guidelines.	<ul style="list-style-type: none"> A land use plan that identifies the appropriate location for all supported land uses and considers the relationship between these uses. 	Yes	Figure 6 is the Urban Design Framework Plan and Figure 7 is a Land Use Plan, which both identify the appropriate location for all supported land uses and considers the relationship between the uses.
R32 Buildings and car parking or other areas along Hopkins Road, Riding Boundary Road and Mt Atkinson Road must be set back a minimum of 5 metres and landscaped to provide an attractive interface to surrounding areas.	Yes	This requirement is implemented through R29 of the UDF.	<ul style="list-style-type: none"> A street network that identifies direct connectivity within, to and from the commercial area, including measures to slow down speed. 	Yes	Figures 9 and 10 identify movement and access across the precinct, with Section 2.5 outlining requirements regarding street network.
R33 Key locations including arterial and connector/arterial intersections, and areas adjacent to local parks, landscaped easements and waterways must incorporate features of interest into the built form and surrounding landscape, including: <ul style="list-style-type: none"> Variations in built form elements (such as building heights, use of parapets, awnings, shade structures, balconies, and roof elements); Articulation of building facades; and Feature colours and materials. 	Yes	This requirement has been addressed through R37-1, R37-6, R37-7, R37-8, R40, R44 of the UDF.	<ul style="list-style-type: none"> Landscaping of the Hopkins Road frontage, to present an attractive frontage while responding to the quarry buffer requirements (Hopkins Road Business Precinct only). Landscape planting within 3 metres of the high pressure gas transmission pipeline should be minimised and should not obscure sight-lines between markers. Where vegetation is proposed to be planted within 3 metres of the pipeline alignment, it must be shallow rooted and must not exceed 1.5 metres in height once mature. 	Yes	This requirement is met through R30.
			<ul style="list-style-type: none"> The location of building entries must front away from Hopkins Road (Hopkins Road Business Precinct only) unless an alternative design approach responds to the potential adverse amenity from the Deer Park Quarry. 	Yes	This requirement is met through R37-12 of the UDF. Figure 17 Built Form and Massing also indicates where Council would consider appropriate that building entries are located, by providing potential entrance locations on the plan.

Appendix 2 - Statutory Assessment Continued

Requirement	Compliance	Comment
<ul style="list-style-type: none"> Buildings located at the front (i.e. street-side) of any site to present an attractive address to the street. 	Yes	R37-2, R37-3, R37-5, R37-6, R37-7 and R37-8 all provide requirements to ensure buildings present an attractive address to the street.
<ul style="list-style-type: none"> Measures to prioritise pedestrians along and across the main streets, and provide a continuous path of travel for pedestrians and cyclists to key destinations including the potential future Mt Atkinson train station. 	Yes	This requirement is met by R7, and more broadly by Section 2.5 of the UDF.
<ul style="list-style-type: none"> Locations of public transport services, including bus stops. 	Yes	The UDF appropriately demonstrates bus capable roads. Bus stop locations can be considered during subsequent planning permit applications subject to the requirements of the responsible authority.
<ul style="list-style-type: none"> A diversity of sizes and types of commercial tenancies. 	Yes	Building massing and location plans demonstrate that an appropriate diversity of built form outcomes, and therefore commercial tenancies, can be achieved.
<ul style="list-style-type: none"> Staging and indicative development timing. 	Yes	Staging is discussed in Section 3.1, noting that no formal staging is anticipated.
<ul style="list-style-type: none"> Set out provisions for car parking including the location and design of parking areas, car parking rates and a demonstration of how off-street car parking has been minimised through efficiencies in the shared use of off-street facilities. 	Yes	Sections 2.5.8 and 2.5.9 of the UDF provide requirements and guidelines for the provision of car parking, including location and design.
<ul style="list-style-type: none"> Provision of service areas for deliveries and waste disposal including access for larger vehicles, including measures to minimise negative impacts on the amenity of neighbouring residential and/or town centre areas. 	Yes	R13, R34, R52 and R57 all respond to this requirement.
<ul style="list-style-type: none"> Provision of service areas for deliveries and waste disposal including access for larger vehicles, including measures to minimise negative impacts on the amenity of neighbouring residential and/or town centre areas. 	Yes	Requirements R14, R37 and R50 relate to the design of service areas.
<ul style="list-style-type: none"> Design of the interface between large format retail and office uses, the Hopkins Road interface, and surrounding residential and/or town centre uses. 	Yes	Section 2.7.4 Interfaces provides design expectations for each sub precinct, as well as requirements and guidelines.
<ul style="list-style-type: none"> Key views to Mt Atkinson volcanic cone. 	Yes	Requirement R31 requires key views to Mt Atkinson cone to be considered in future applications in accordance with the view lines nominated in the PSP.
<ul style="list-style-type: none"> A public space plan that identifies a hierarchy of public spaces including links to the broader open space network. 	Yes	Section 2.6 – Public Realm and Landscape identifies the open spaces in the precinct and provides context to the broader open space network.

Requirement	Compliance	Comment
<ul style="list-style-type: none"> Location and design of active uses, signage and treatment of ground floor windows (e.g. frosting and advertising should not cover windows where active uses are encouraged, to ensure views in/ out of ground floor tenancies are maintained). 	Yes	R42 responds to this requirement, as the City of Melton Advertising Signage Design Guidelines 2017 stipulate these requirements.
<ul style="list-style-type: none"> Visual interest at the pedestrian scale with active and activated façade treatments, avoiding long expanses of unarticulated façade treatments in key locations. 	Yes	R37-3, R37-7, R37-8 and R38 all address this requirement for visual interest at the pedestrian level.
<ul style="list-style-type: none"> Requirements for a variety of building materials and form. 	Yes	R37-6 and R37-7 both address this requirement.
R37 The interface between employment and residential land opposite must provide a high level of visual amenity, address to the local access road or arterial road, consistent landscaping, and setbacks consistent with the building line in the adjoining residential development.		Section 2.7.4 discusses the residential interface and provides a number of requirements and guidelines stipulating that a higher level of amenity is required. Relevant requirements are also in 2.7.3 Built Form and massing section.

Appendix 3 - Glossary

Active frontage: Building frontage which contains uses that promote activity and interaction with the street. For example cafes.

Active transport: Transport requiring physical activity, typically walking and cycling.

Amenity: The pleasant or satisfactory aspects of a location which contribute to its overall character and the enjoyment of residents or visitors. May include access to services and well-designed public spaces.

Arterial Road: A higher order road providing for moderate to high volumes at relatively higher speeds typically used for inter-suburban or inter-urban journeys, often linking to freeways. The Road Management Act 2004 includes a specific definition of arterial roads, being "a road which is declared to be an arterial road under section 14". Declared arterial roads are managed by the State Government.

Building height: The vertical distance from natural ground level to the roof or parapet at any point.

Built form: The combination of features of a building, including its style, façade treatments, height and site coverage.

Climate change: A long-term change of the earth's temperature and weather patterns, generally attributed directly or indirectly to human activities such as fossil fuel combustion and vegetation clearing and burning.

Climate change adaptation: Actions that prevent or minimise the adverse impacts of climate change.

Frontage: The road alignment at the front of a lot. If a lot abuts two or more roads, the one to which the building, or proposed building, faces.

Future urban structure: Future urban structure refers to future intended disposition of land use, build form and infrastructure.

Infrastructure: Basic facilities and networks (e.g. buildings, roads, and utilities) needed for the functioning of a local community or broader society. Infrastructure can be provided by the private sector (local roads, childcare, shopping

centres), or by Government (Kindergartens, schools, railways).

Infrastructure Contributions Plan (ICP): Infrastructure contributions help fund essential works and services for new communities.

Native Vegetation: Plants that are indigenous to Victoria, including trees, shrubs, herbs, and grasses.

Open space: Land that provides outdoor recreation, leisure and/or environmental benefits and/or visual amenity.

Precinct Structure Plan (PSP): Detailed master plans for future growth corridor developments, informed by growth corridor plans. The plans identify alignments of transport routes, town centres, open space networks, densities of residential areas, and areas for industry and employment.

Public realm: Incorporates all areas freely accessible to the public, including parks, plazas, streets and laneways.

Renewable energy: Energy that comes from resources which are naturally replenished on a human timescale such as sunlight, wind, rain, tides, waves, and geothermal heat.

Responsible Authority (RA): The decision maker on planning permit applications – usually the relevant municipal Council but in some situations, could be the VPA.

Setback: The horizontal distance from a boundary or building.

Shared path: An off-road path of cycling and walking.

Urban Design Framework (UDF): Urban Design Frameworks are strategic planning tools that set out an integrated design vision for the desired future development of urban places. They translate the broad aims of the planning scheme and / or Precinct Structure Plan to practical urban design action at the local level.

Walkability: The degree to which an environment supports walking as a transport mode, for instance by providing frequent, safe and attractive paths that connect common trip origins and destinations.

Water-Sensitive Urban Design (WSUD): Integrating the urban water cycle into urban design to minimise environmental damage and improve recreational and aesthetic outcomes.

Source: Glossary of terms sourced from the VPA Glossary of Commonly Used Planning Terms, which references, Plan Melbourne 2017-2050, Arden Glossary, Clause 72 of the Victorian Planning Provisions, PSP guidelines, Planning Victoria Glossary, Oxford Dictionary, and the Small lot housing code.

Appendix 4 - Abbreviations

DOT Department of Transport
 HRBP Hopkins Road Business Precinct
 ICP Infrastructure Contributions Plan
 LFR Large Format Retail
 PSP Precinct Structure Plan
 RA Responsible Authority
 UDF Urban Design Framework
 WSUD Water-Sensitive Urban Design
 CPTED Crime Prevention Through Environmental Design

NH Architecture

Prepared by Mt Atkinson Holdings, NH Architecture & Contour
for Melton City Council

Level 7 Cannons House
12-20 Flinders Lane
Melbourne, VIC 3000
+61 3 9654 4955

info@nharchitecture.net

nharchitecture.net

Melton City Council

Consultation Report

Hopkins Road Business Precinct Urban Design Framework

August 2022

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1 Introduction

1.1 Purpose of the Document

The Consultation Report outlines the Council-led community consultation strategy and consultation outcomes following the release of the Hopkins Road Business Precinct (HRBP) Urban Design Framework Draft in April 2022.

1.2 Project Context

Melton City Council in consultation with the landowner, Mount Atkinson Holdings (MAH), has developed the draft Urban Design Framework (UDF) over a two year period from early 2020.

The HRBP UDF is required under the Mt Atkinson and Tarneit Plains Precinct Structure Plan (amended January 2020) and Schedule 9 to Clause 37.07 Urban Growth Zone to provide further guidance to the design of the employment precinct, giving particular consideration to the buffer requirements in place,

including the quarry blast buffer, the quarry sensitive use buffer and the high pressure gas transmission pipeline measurement length.

1.3 Consultation History

Strategic stakeholder consultation has occurred throughout the process through letters, online platforms, newspaper advertisements, stakeholder workshops and targeted meetings.

The first phase of consultation occurred in March 2021 where the draft Background Report and Technical Reports were publicly released for comment for a one month period. During that period letters went out to major landowners, State agencies and relevant authorities seeking feedback on the draft Background and technical reports.

The second round of consultation occurred between late March and April 2022 and is the focus of this report.

2 Consultation Strategy for the Draft UDF

2.1 Key Stakeholders

The key project stakeholders are identified as:

- Landowners who own land within the UDF area, or directly adjoining
 - Nearby residents of Mt Atkinson
 - State government agencies
 - Relevant authorities
 - Residents of the City of Melton
 - Melton City Council (Executive team, key internal departments, Project Working Group)
- Letters sent to landowners within approximately 300m of the subject land.
 - Newspaper Ad put in the *Melton Moorabool Star Weekly* and the *Brimbank Star Weekly* on Tuesday 5 April.

During the consultation period, fifteen (15) submissions were received from a broad range of stakeholders including members of the local community and State agencies and authorities.

2.2 Consultation and communications summary

Council consulted on the draft UDF in the following ways during the 4 week consultation period:

- The draft HRBP UDF was released to the public on Council's engagement website *Melton Conversations* on 28 March 2022.
- Letters sent to major stakeholders, including State government agencies and relevant authorities.



3. Submissions summary and responses

This chapter presents a summary of feedback received from the consultation responses. The submission feedback has been grouped into themes for ease of reference. The table below summarises the submissions and outlines Council's response to the submissions received.

Roads and Traffic		
Submitter Number	Submission Summary	Current Council Response
1, 6	Concern around traffic congestion on Hopkins Road. Request for widening of Hopkins Road.	Council are aware of the ongoing congestion issues on Hopkins Road and are actively advocating for it to be upgraded as a matter of priority with the Department of Transport (DOT). Council is currently running a community campaign called 'Fix our Roads' which asks the State and Federal governments to upgrade major roads within the City of Melton and Hopkins Road is identified. Hopkins Road is planned to ultimately become a 6 lane arterial road as per the Mt Atkinson and Tarneit Plains PSP, with the timing of when the upgrade will occur to be determined by DOT.
8	Query as to what sort of activity the proposed Western Interstate Freight Terminal (WIFT) will generate in the area and what traffic management plan is in place as a response.	The Western Interstate Freight Precinct (WIFP) will be located further south, outside the UDF area, therefore the activities which will occur in the WIFT are not determined through this UDF. Hopkins Road is planned to carry much of the industrial traffic and ultimately become a 6 lane arterial and is part of the Principal Freight Network (PFN) as designated by Department of Transport.
12	The proposed left in left out along Hopkins Road as shown in Figure 8 is not to be connected to the precinct's internal road network i.e. it is only for access to developments facing Hopkins Road.	It is not intended that the potential left in left out intersections on Hopkins Road would be connected to the internal road network.
12	Request for confirmation that Conondale Avenue will not directly access Hopkins Road.	Conondale Avenue will not directly access Hopkins Road.

14	The note on Figure 8, Page 18 that states “ <i>access from Hopkins Road subject to approval by the responsible authority</i> ” should be removed or amended to clarify that it refers to a service lane.	The Department of Transport has agreed to the wording in the UDF, and have agreed to consider the potential for two left in/left out turns off Hopkins Road, subject to further detailed investigation and approval.
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Hopkins Road Interface/Managing Impacts of the Quarry		
Submitter Number	Submission Summary	Current Council Response
5, 14	<p>Figure 13 (of the draft UDF) indicates the use of “side airlocks” as opposed to front airlocks, but these side airlocks effectively front Hopkins Road, functioning as a main gateway into the building from the Hopkins Road frontage which will have the exact same risk as an airlock which directly faced to the quarry.</p> <p>The UDF requires more justification regarding why the use of side airlocks is an appropriate solution before pictures can be included.</p> <p>The use of side airlocks as shown is not considered to be a suitable “alternative design approach” which adequately responds to the potential adverse amenity from the Deer Park Quarry.</p>	<p>As stated in the UGZ9: <i>Prior to approving an urban design framework for the ‘Hopkins Road Business Precinct’, the responsible authority and the Victorian Planning Authority must seek the views of the owner and operator of the Boral Ravenhall Quarry and the Secretary to the Department of Economic Development, Jobs, Transport and Resources in relation to how the urban design framework responds to the potential impacts of the quarry.</i></p> <p>Due to submission responses from the above mentioned technical experts, Council have amended the UDF to remove the images to ‘side’ and ‘front’ airlocks, and have updated the UDF to include the following requirement: <i>R37-12 – the location of building entries must front away from Hopkins Road.</i></p> <p>The updated UDF also suggests potential building entries shown on Figure 17 – Built Form and Massing.</p>
9	The UDF should have regard to Objective (1(i) of the Mineral Resources (Sustainable Development) Act 1990 (MRSDA), which states ‘ <i>risks posed to the environment, to members of the public, or to land, property or infrastructure by work being done under a licence or extractive industry work authority are identified and are eliminated or minimised as far as reasonably practicable.</i> ’	The UDF has regard to the requirements outlined in the PSP and UGZ9, as they relate to the quarry requirements. Requirements relating to land use as well as built form and urban design have been outlined in the UDF, to ensure that risks posed from quarrying is eliminated or minimised as far as practicable.

	The UDF should take into consideration EPA guidelines, particularly the concept of “agent of change.”	
14	Provide clarity on the Hopkins Road interface and decide whether or not it will be an active interface, explaining how this will be achieved with respect to the blast buffer.	The role of Hopkins Road has been further clarified through the updated UDF. Strathbogie Drive will be a ‘High Amenity Interface’, with specific design principles, whilst Hopkins Road interface must still ensure an active frontage, providing visual interest whilst still having regard to the requirements of the quarry blast buffer.
8	The UDF should incorporate a requirement for future development in the precinct to consider any potential adverse environmental effect, nuisance or exposure to hazards arising from the future use of the quarry for waste and recovery purposes.	The UDF has regard to the requirements outlined in the PSP and UGZ9, as they relate to the quarry requirements. Requirements relating to land use as well as built form and urban design have been outlined in the UDF, to ensure that risks posed from quarrying is eliminated or minimised as far as practicable.
8	R4 should provide for future industrial uses and should be amended to include the words ‘and future’.	The wording ‘proposed’ is implicit that it is referring to future uses that are being considered.
8	The prohibition of industrial uses at G2 within the large format retail or Commercial 2 land is inconsistent with the CZ2 and UGZ9.	This has been amended.
8	The UDF should clarify the location for the 10m wide linear open space that runs parallel to Hopkins Road. Active uses (market gardens etc) within the blast buffer should be prohibited.	The linear open space (OS35) has been relocated out of the blast buffer and is located adjacent to OS25 to ensure a usable space.
8	R32 should be revised to expressly exclude buildings from being erected within the blast buffer zone.	This has been amended.

Land Use		
Submitter Number	Submission Summary	Current Council Response
14	Clarify the restrictions within the blast buffer.	All requirements relating to the buffers are outlined in UGZ9, and therefore apply. However, the 2.4.1 Sub Precincts section outlines that

	Request to include a land use requirement that addresses the blast buffer.	buildings are prohibited in the Quarry Blast Buffer and R5 outlines the restrictions of the buffer.
14	Clarification is needed on the type of land use and built form of each of the three character areas. The requirements and guidelines need to be more specific and specialised to each area.	The character areas have been removed and replaced with sub precincts, which now specify both the land use expectations of each sub precinct, as well as the built form requirements.
14	<p>The UDF needs to elaborate on why the interface land between the residential interface and Strathbogie Drive is denoted as “commercial” land use, what built form is envisaged there and how amenity impacts will be mitigated?</p> <p>It does not seem appropriate that Character Areas 1 and 2 have stringent design requirements whilst Character Area 3 does not, despite it comprising of a sensitive residential interface.</p>	<p>In addition to the Built Form and Massing requirements and guideline in Section 2.7.3 of the UDF, the following requirements are included to describe the built form with the Commercial Area – highlighting height, articulation and building mass:</p> <ul style="list-style-type: none"> • R50 - Provide active frontages along McKinley Drive with finer grain articulation and increased transparency within the primary façade to create a distinct edge which is congruent to the residential interface. • R51 - Building Height must not exceed 7.0m to the front of the lot at the end of the 5.0m landscaped setback, this can increase to a maximum of 9.0m at a further setback of 5.0m along McKinley Drive.
14	The UDF requires more information regarding provisions for car parking.	Section 2.5.8 discusses carparking, and includes a number of requirements and guidelines outlining the provision of car parking in HRBP.
3	Request for more car parking.	The UDF area includes adequate car parking areas for the businesses that will be moving in to the new employment precinct.
2	Table 1 of Section 2.4 HRBP UDF needs updating as it does not reflect the mandatory requirement of the Quarry Sensitive Use Buffer. The use of land for Accommodation, Child care centre, Education centre (other than Business College, Employment training centre of Tertiary institution) and Hotel on land shown within the Quarry Sensitive Use Buffer is prohibited.	The Education Centre has been removed, and Employment Training Centre has been included, which is allowed under UGZ9. Residential Hotel is still listed, however there is also a stipulation that all uses must be in accordance with UGZ9, and therefore a Hotel could be permitted in the area outside of the Quarry Sensitive Use Buffer.

14	Should Section 2.6.1 be listed as encumbered open space?	<p>Open Space #35 in the PSP is listed as unencumbered open space, and therefore needs to be located on unencumbered land. Council agree that in its previous location, it was encumbered by both the overland flow path and partially by the transmission easement. It was also proposed to run canopy trees along the transmission easement, which would have been located in a private carpark, and therefore difficult to maintain and difficult for the community to enjoy.</p> <p>OS35 has now been relocated to a new location above the retarding basin, adjoining Open Space #25 (which has also been squared up in shape). This provide a number of benefits, including a large rectangle shaped open space, close to residential community. Also, it provides rectangular block sizes for the commercial uses above, and a road layout which is reflective of the intention of the PSP. The trees in the carpark will no longer be required as the canopy trees can now be planted in OS35.</p>
8	Amend Fig 4 so that the distinction between Commercial/Business Employment land Large Format Retail aligns with the Quarry Sensitive Use Buffer.	The boundaries between the Business area and the Large Format Retail have been set by the PSP and the UDF cannot amend them, as it needs to be in accordance with the PSP. The UDF, as well as the UGZ9 outline what uses are allowed and prohibited in the Quarry Sensitive Use Buffer.
10	Request for sex shop not to be allowed in precinct.	An Adult sex product shop would require a planning permit for it to operate in the employment area. It also must be at least 200 metres (measured by the shortest route reasonably accessible on foot) from a residential zone or land used for a hospital, primary school or secondary school or land in a Public Acquisition Overlay to be acquired for a hospital, primary school or secondary school.
10	Question around timing for the precinct to be developed.	The timing around the development of the area is controlled primarily by the developer, however once the Urban Design Framework document is adopted by Council, the developer can start to apply for planning permits to commence development in the precinct.

Built form		
Submitter Number	Submission Summary	Current Council Response
14	<p>The built form section lacks information about proposed height, built form typology or density – (jobs per sqm).</p> <p>Inclusion of built form benchmarking would be helpful.</p> <p>Are there any additional measures to ensure built form creates a positive and high quality human experience?</p> <p>Suggestion to consider articulation of built form massing to ensure buildings relate to the local streets and spaces.</p>	<p>The City of Melton Industrial Design Guidelines will apply to all areas in the UDF area, as such must be read in conjunction with this UDF.</p> <p>While there may be an unavoidably large scale associated with the industrial / restricted retail designation, architectural measures should be employed to minimise perceptions of building bulk and mass.</p> <p>The built form in these precincts will include substantial glazing, clear building entrances, and carefully integrated signage. The buildings will be free from blank facades, and provide a palette of colours and finishes.</p> <p>Along Strathbogie and McKinley Drive the focus will be on lifting the appearance of these buildings with appropriate site design, landscaping and architectural detailing.</p> <p>The built form of these uses will be a high quality mix of buildings, heights and scales. While long term uses in this precinct are somewhat undefined at this stage, the principles of good design remain. Building massing will be considered along with building height to ensure a design response that considers the impact of development on the surrounding environment. In this precinct it is important that facades create variety and interest while contributing to the continuity of the streetscape.</p> <p>Buildings situated on key intersections should turn corners and address both streets. Building materials will further contribute the character of the area.</p> <p>A requirement has also been added in regarding building height.</p>

14	The overall requirements R38- R46 are repeated with no distinction in built form specified for different character areas.	This has been updated in the document, where most of the requirements are for all areas, however there are some specific requirements for the various sub precincts.
14	Requirements and guidelines regarding building height are noticeably lacking throughout the document.	New requirements and guidelines have been drafted to address building height and other built form aspects, including R51 - Building Height must not exceed 7.0m to the front of the lot at the end of the 5.0m landscaped setback, this can increase to a maximum of 9.0m at a further setback of 5.0m along McKinley Drive.

Design Response		
Submitter Number	Submission Summary	Current Council Response
14	Suggestion to consider urban design principles of creating an active, safe, vibrant and high quality public realm that promotes the health and wellbeing of the workers.	The Public realm and landscape urban design principle has been updated to include this suggestion.
9	Key urban design elements such as the location of windows, built form and appearance including the location of storage spaces and service areas (that are in proximity to existing extractive industry operations) should be emphasised strongly through appropriate performance standards and objectives	Section 2.7.3 Built Form Massing Requirements and Guidelines outlines these aspects. In addition to this, the City of Melton Industrial Design Guidelines apply to all areas within the UDF, and also outline a large amount of requirements, guidelines and principles relating to urban design elements.
9	The design of commercial or other buildings should limit access to the blank side of the building (interface with Hopkins Road) and discourage large congregations within any proposed storage space or other vehicle space. Consider minimising windows, gaps between buildings and any areas of congregation at the rear of buildings or where there may be a risk to human life with respect to quarry operations.	As per the requirements of the PSP, the UDF reiterates that the location of building entries must front away from Hopkins Road. To further comply with this requirement, the UDF shows potential building entrances shown on Figure 17, which are suggested to be located on the north and south faces of the building.

9	Blank untextured or un-interesting walls along the Hopkins Road interface should be avoided.	Built Form and Massing Requirements R37-1, R37-6, R37-7 and R44 all contribute to ensuring that blank and un-interesting walls will not be supported anywhere in the UDF, including Hopkins Road interface.
14	The role of Hopkins Road needs clarification considering that having development turn its back on to Hopkins Road and creating a high amenity interface along Strathbogie Drive instead is more sensible as Hopkins Road is already constrained.	The role of Hopkins Road has been further clarified through the updated UDF. Strathbogie Drive will be a 'High Amenity Interface', with specific design principles, whilst Hopkins Road interface must still ensure a visually interesting frontage, whilst still having regard to the requirements of the quarry blast buffer.
14	Having buildings front Hopkins Road is not supported as it may draw buildings further away from the Strathbogie Drive frontage which is designated in the UDF as a high amenity street. It is unnecessary to include two frontage options.	Both images on page 19 have been removed. Image on page 29 (Strathbogie Drive frontage) has been kept and modified to show indicative building entries on frontages other than Hopkins Road frontage. There has also been a requirement added into the UDF which states: <i>'The location of building entries must front away from Hopkins Road'</i> .
14	Suggestion to explain what is proposed to be achieved regarding road and car park buffer zones before the benchmarking. Communicate opportunities to create a high quality public realm other than just the screening of car parks.	Pages 20 and 21 of the updated UDF document address road and carparking, with benchmarking images provided to show what is considered acceptable throughout the UDF area.
14	Benchmarking of linear park designs would be beneficial.	With the relocation of OS35, there is no longer a linear park proposed in the UDF area, therefore benchmarking is not required.
14	Based on the cross sections, there appears to be no intention to create a pedestrian place, activation engagement with streetscape etc.	Cross sections are in accordance to what was approved in the PSP. This includes the McKinley Drive cross sections which includes a 7.3m wide green link to ensure an attractive streetscape for the residential community.
14	Query as to whether there is any specific measure to protect solar access to the local park.	The local park at OS19 has been relocated slightly south so that it is located on the corner of two roads to its north and east boundaries. This will assist in protecting solar access to the park, as it won't be located immediately behind tall industrial buildings.
14	The UDF should provide further detail on open spaces to support the open spaces that have been shown in figures.	The UDF has been updated to expand on details of the open spaces in the precinct.

14	The proponent needs to make more reasoning within the 'Interfaces' section.	The Interface section has been expanded upon.
14	The residential interface section needs to include consideration for more factors and be more specific.	This section has been updated with text included specifically relating to the residential interface, and there are also a number of requirements and guidelines which guide development along the residential interface.
14	Add information on the High Amenity Interface under the 'Interfaces' section and provide a clear definition.	This section was missing and has now been included.
3	Request for a mixture of tree varieties to be planted.	Tree species selection for the precinct must be in accordance with Council's Landscape Strategy. Council has identified a list of trees that support the environmental, sustainable and aesthetic qualities of Melton. This will be reflected in Council's Street Tree Strategy which is due for completion at the end of 2022.

Movement and Transport		
Submitter Number	Submission Summary	Current Council Response
3	Request for walking and cycling paths.	As per the UDF, there will be walking and cycling paths in and around the new precinct.
14	Query as to whether the urban design principles will have any considerations to future-proof the precinct to adapt to changes in public transport and micro mobility services as they evolve.	Movement and Access Urban Design Principles have been updated to reflect this.
14	The road hierarchy and functionality of the road network at the southern end of the UDF and surrounding PSP area requires clarification. In particular, there is a slight change compared to the PSP in Figure 8 which shows the streets to be bus capable (i.e. connector streets) but does not provide the bicycle facilities continuously on all links as required for connector streets.	Transport plans have been updated and separated into two plans which show road hierarchy on one and Public Transport options on another. There are bicycle facilities provided continuously through the development which link Hopkins Road with the retarding basin and Conondale Avenue in the south of the precinct.

14	Request for further detail regarding the proposed management of vehicle speed across the UDF area as this is considered to be a key element in providing a safe and amenable environment of pedestrians and cyclists.	Movement and Access Urban Design Principles have been updated to reflect this. Roundabouts etc would be designed and approved as part of the planning permits.
14	Request for further detail regarding the management of freight movements within the UDF and surrounds with the key issue being separation of freight movement away from residential areas.	The road hierarchy is shown in Section 2.5.6, with freight movements expected on Hopkins Road as the primary arterial, and Conondale and Kirkpatrick as the connectors. McKinley Ave is designated as a key local access with a green link, and will discourage freight movements along this street which interfaces with residential.

Compliance with PSP Requirements and Guidelines		
Submitter Number	Submission Summary	Current Council Response
5, 14	On page 29 of the UDF, buildings appear to be shown directly fronting Hopkins Road which is not in accordance with Requirement 36 of the PSP.	Council agree that the proposed design response with the 'side airlocks' shown in the draft UDF do not comply with the requirement ' <i>the location of buildings must front away from Hopkins Road unless an alternative design approach responds to the potential adverse amenity from the Deer Park Quarry</i> ' – R36 of the PSP. The document has been updated to remove the airlock images and reiterates the PSP requirement as stated above. It also provides guidance on where entrances to buildings should be located to comply with R36.
14	The UDF is considered to be generally in accordance with Figure 5 - Employment and Town Centres of the PSP, and the City of Melton Industrial Guidelines as per Requirement 28.	Noted. No change required.
14	The set back and landscaping of buildings and car parking or other areas along Hopkins Road, Riding Boundary Road and Mt Atkinson Road are considered to meet Requirement 32.	Noted. No change required.
14	The UDF is considered generally in accordance with Plan 6 (Employment and Town Centres) of the PSP as per Requirement 35.	Noted. No change required.

14	Melton's Industrial Design Guidelines and Car Parking guidelines have been referenced in the requirements of the UDF as required.	Noted. No change required.
14	The land use plan element of Requirement 36 of the PSP has not been met and further detail is required in plans to ensure that all relevant information is clearly conveyed.	The land use plan has been updated, as have all plans in the document to provide further detail to ensure all relevant information is clearly conveyed.
14	The UDF demonstrates an appropriate landscaping response in relation to the high pressure gas transmission pipeline.	Noted. No change required.
14	The UDF appropriately demonstrates bus capable roads. Bus stop locations can be considered during subsequent planning permit applications subject to the requirements of the responsible authority.	Noted. No change required.
14	The UDF demonstrates an appropriate diversity of built form outcomes, and therefore commercial tenancies, can be achieved.	Noted. No change required.
14	The UDF addresses staging and indicative development timing under Section 3.	Noted. No change required.
14	The UDF demonstrates that service areas will be appropriately managed.	Noted. No change required.
14	The UDF addresses signage and references the <i>City of Melton Advertising Signage Design Guidelines 2017</i> .	Noted. No change required.
14	The UDF addresses visual interest at the pedestrian scale, providing appropriate façade treatments.	Noted. No change required.
14	The UDF includes a number of requirements to achieve a variety of building materials and form.	Noted. No change required.
8	For consistency with UGZ9, Table 1 of the UDF should be amended to delete a Residential Hotel, Food and Drink Premises and Education Centre as 'preferred uses'.	Residential Hotel is still listed, as is Food and drink premises, as it reflects that these uses would be supported outside of the Quarry Sensitive Use Buffer. Education Centre has been removed and employment training centre added, in accordance with UGZ9.

Housekeeping		
Submitter Number	Submission Summary	Current Council Response
14	The UDF should provide further clarification on the role and definition of the vision, principles, and requirements and guidelines.	The document has been updated to provide further clarification around the roles of the vision, principles, and requirements and guidelines.
14	The Vision needs to be strengthened.	The Vision has now been strengthened and provides insights into the aspirations and expectations for the Precinct.
14	The language used for the urban design principles need to be consistent.	The Urban Design Principles have been updated to ensure consistent language.
14	Query as to what the strategies are for climate resilience for current and future climatic conditions?	<p>The UDF contains a number of requirements and guidelines which will assist in providing a climate resilient precinct. These include:</p> <p>Sustainability and Environment</p> <ul style="list-style-type: none"> • Encourage sustainability through energy efficient building design, water sensitive urban design strategies including passive irrigation to street trees, cooling surface temperatures through tree canopies, and facilitate waste and recycling through design of waste storage areas. • Ensure and emphasis on sustainable modes of transportation throughout ongoing development of the HRBP. • Create a healthy place that reduces environmental impact through efficient use of water, energy, materials and waste. • Create a naturally cooler environment by considering solar access, minimizing impervious surfaces, considering micro-climate and utilizing lighter pigments or white roof coatings with high albedo. <p>Urban Structure</p> <ul style="list-style-type: none"> • Create a well connected, permeable place by ensuring access via motor vehicle, cyclists, and pedestrians.

		<ul style="list-style-type: none"> Flexibility will ensure that the needs of today can be met, while not ruling out the needs of the future. <p>Land Use</p> <ul style="list-style-type: none"> Encourage uses that support local employment. <p>Movement and Access</p> <ul style="list-style-type: none"> Facilitate a high quality and efficient road network of pedestrian paths, cycle paths and local bus network to ensure highly accessible and well- connected precincts that adapt well to future changes in public transport with micro mobility services in mind as they evolve.
14	The 'Urban Structure' requires review as content is repeated in the built form and landscape sections. Further work is required on the description of the urban structure and 'the plan' as to set the scene to improve understanding of the main gestures of the plan.	The Urban Structure section has been updated to remove repetition with the built form and landscape sections of the document, and focusses more on the overall structure, connectivity and functionality of the precinct.
14	Figure 4 should include key elements broken down in the following sections i.e car parking, key intersections, green streetscapes, indicative building footprints/anchor uses etc.	Figure 4 has been updated, as have many of the diagrams through the UDF document. Many of the elements mentioned have been included in various plans throughout the document, including Movement and Access, Public Realm and Landscape, and Built Form, Massing and Interface.
14	Clarify the intent and the language used in the Requirements and Guidelines.	Language in requirements and guidelines has been updated to ensure consistency.
14	There is a lot of repetition and some inconsistency in the structuring of sub-sections under 2.0 Urban Design Framework.	These sections have been updated to remove inconsistency and repetition.
2	The key in Section 2.4 of the UDF needs to be updated to be consistent with land use terms used in Section 1.4 and in Plan 1 to Schedule 9 to Clause 37.07 (Urban Growth Zone).	The land use terms have been updated to be consistent with what is written in the Mt Atkinson PSP.
14	An additional guideline for development for the rest of the UDF should be provided as follows: "Development should demonstrate compliance with the 'Crime Prevention Through	R45 states 'Development proposals in industrial and commercial areas must take into account the Crime Prevention Through Environmental Design (CPTED) and Safer Design Guidelines'.

	Environmental Design' (CPTED) principles which are incorporated in the Urban Design Guidelines for Victoria."	
12	Request for further information detailing the reason for the realignment of the UDF boundary as shown in Figure 3.	The UDF boundary was realigned at the request of the developer so that the key local access internal loop road could be included in the south east corner of the precinct.
14	It is preferable to use the map/option on page 29 as the map/option on both pages 19 and 29 rather than having two maps/options on each page.	The second map/option has been removed from the document, with the only option now being where Strathbogie Drive is the High Amenity Interface. Hopkins Road is too constrained by the various buffer requirements to be considered a high amenity interface.
14	Figure 9 (Public Realm and Landscape Plan) should also show the view to Mt Atkinson from the south east of the precinct (along Hopkins Road).	Considering the relatively shallow topography of the site in the south east, it's not considered that there is a view to Mt Atkinson along Hopkins Road.
14	More information should be provided in Section 4.1 (Review), particularly regarding review timeframes.	It is unclear what additional information can be provided with regards to review timeframes, apart from stating that the document may be reviewed every 5 years to ensure the information is relevant.
8	The UDF should refer to the area shaded purple consistently as "Business", in accordance with the provision of Clause 37.07 (Schedule 9) of the Melton Planning Scheme. Reference to Business/Large Format Retail should be improved with distinct headings for the Business Employment and the Large Format Retail area.	This update has been made.

Broader PSP related submissions

Submitter Number	Submission Summary	Current Council Response
3	Request for a train station at Mt Atkinson Town Centre and conversion to the metropolitan train network.	The timing of when the train station will be delivered is unknown at this stage, however Council is advocating to Department of Transport for it to be designed and constructed as soon as possible.
3	Request for better bus connection from Mt Atkinson estate to the train line and community centre.	This UDF area is located outside of the Mt Atkinson residential area, and therefore does not cater for better bus connection from the estate to the

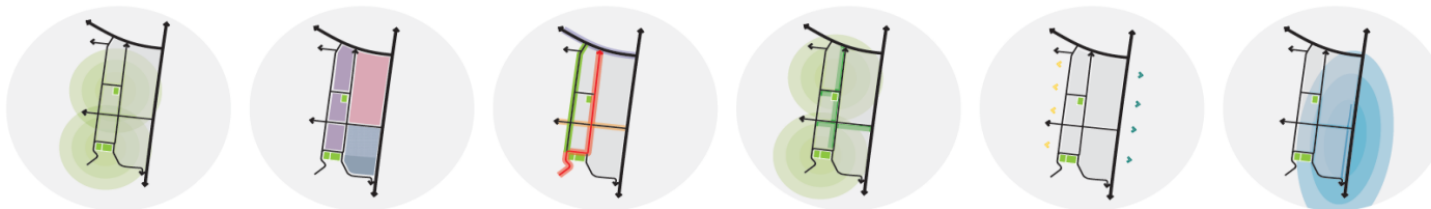
		train line, however the PSP outlines which roads are 'bus capable' and Council continue to advocate for better bus connections in all new estates.
4	Query as to the timeframe for the Mt Atkinson Town Centre and whether there will be a school as part of the Mt Atkinson Town Centre?	The Mt Atkinson Town Centre is a separate UDF that is in the process of being prepared. Council anticipates to have a draft UDF available for public comment towards the end of the year. As shown in the Mt Atkinson and Tarneit Plains PSP, there are plans for two government primary schools, as well as one non government primary school and one non government secondary school. These are not located in the Town Centre itself, but spread within the residential area in Mt Atkinson.

4. Conclusions and Next Steps

Overall, there was a high degree of concern raised by various stakeholders on a broad range of aspects in the draft UDF.

Council officers have summarised the issues raised and adjusted the UDF document accordingly to resolve the submissions.

The revision of the UDF is currently being undertaken at the time of writing this document. The UDF will be made available once it is considered by Council at a future Ordinary meeting of Council and the Victorian Planning Authority (VPA) Board. Endorsement by the VPA Board is required under Schedule 9 to Clause 37.07 Urban Growth Zone.



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

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

Motion

Crs Kesic/Shannon.

That Council write to the Australian Defence Force wishing them Merry Christmas and Happy New Year, thanking them for their service.

CARRIED

Expression of Condolence raised by Councillor Ramsey

Council expresses its sadness at the passing of Ian Douglas Tankard, solicitor and Toolern Vale resident and offers its deepest sympathy to his family at this time.

Expression of Condolence raised by Councillor Ramsey

It is with the utmost sadness that I pass on the news that Heather Evans, the National President of the Partners of Veterans Association and long-term Melton local has passed away after battling illness for some time.

Heather was an amazing advocate for Partners of Veterans and used her amazing skills all the way to the halls of Parliament House.

She was a warm, articulate intelligent and extremely funny woman who we admired immensely and will be sorely missed by all those she touched

LEST WE FORGET

14. NOTICES OF MOTION**14.1 NOTICE OF MOTION 848 (CR SHANNON)****Councillor: Julie Shannon****NOTICE:**

That Council officers document current and potential opportunities to enable the construction of tiny homes and dependent person's units within the municipality, with a view to supporting appropriate affordable housing opportunities.

Motion

Crs Shannon/Kesic.

That Council officers document current and potential opportunities to enable the construction of tiny homes and dependent person's units within the municipality, with a view to supporting appropriate affordable housing opportunities.

CARRIED

14.2 NOTICE OF MOTION 849 (CR VANDENBERG)**Councillor: Ashleigh Vandenberg****NOTICE:**

That Council officers investigate and provide a report to Council addressing the issue of school aged children going to school without breakfast and lunch within the City of Melton. The report to include an outline of:

1. The extent of the issue of school aged children going to school without breakfast and lunch in the City of Melton; and
2. Current food relief programs supporting school aged children and young people in the City of Melton.

Motion

Crs Vandenberg/Shannon.

That Council officers investigate and provide a report to Council addressing the issue of school aged children going to school without breakfast and lunch within the City of Melton. The report to include an outline of:

1. The extent of the issue of school aged children going to school without breakfast and lunch in the City of Melton; and
2. Current food relief programs supporting school aged children and young people in the City of Melton.

CARRIED

14.3 NOTICE OF MOTION 850 (CR VANDENBERG)**Councillor: Ashleigh Vandenberg****NOTICE:**

That Council officers provide an update to Councillors on contract governance arrangements that will be implemented under Council's new organisational structure which includes the creation of a Contract Management team.

Motion

Crs Vandenberg/Majdlik.

That Council officers provide an update to Councillors on contract governance arrangements that will be implemented under Council's new organisational structure which includes the creation of a Contract Management team.

CARRIED

Cr Abboushi abstained from the vote.

14.4 NOTICE OF MOTION 851 (CR TURNER)

Cr Kesic departed the meeting at 8.39pm.

Cr Kesic returned to the meeting at 8.42pm.

Councillor: Bob Turner

NOTICE:

That Council trial a one-month extension of the free green waste service at the Melton Recycling Facility to the end of January 2023, and at the end of trial provide Councillors with an update on usage of the service.

Motion

Crs Turner/Ramsey.

That Council trial a one-month extension of the free green waste service at the Melton Recycling Facility to the end of January 2023, and at the end of trial provide Councillors with an update on usage of the service, including all paid contractors that have utilised the service

LOST on the casting vote of the Mayor.

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

For:

Crs Ramsey, Shannon, Turner and Vandenberg

Against:

Crs Abboushi, Carli, Kesic and Majdlik

The Mayor declared the Motion LOST on the casting vote of the Mayor

Foreshadowed Motion

Crs Ramsey/Turner.

That Council explore the cost of moving the free green waste service to December 2023 and January 2024.

The Motion was withdrawn with leave of Council.

15. COUNCILLORS' QUESTIONS WITHOUT NOTICE**15.1 COUNCILLORS' QUESTIONS WITHOUT NOTICE**

Cr Abboushi

As per resolution moved by Cr Deeming and seconded by Cr Ramsey on 15 August 2022, stating that Melton City Council become a member of the Alliance for Gambling Reform, I'd like to know if we are now a formal member?

15.2 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Shannon

Can we please have an update on the long grass situation?

15.3 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Turner

How are our costs gauged for the green waste?

15.4 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Turner

What has the uptake / usage been this year for the green waste, and how does it compare to last year?

15.5 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Carli

Can we please have an update on the signalised intersection at Taylors Road and Calder Park Drive?

15.6 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Carli

Can we please have an update on the signalised intersection at Taylors Road and Gourlay Road?

15.7 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Ramsey

When we write our congratulatory letters to all our State Members of Parliament, can we get a timeline on their promises?

15.8 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Majdlik

Can we please have an update on the signalised intersection at Caroline Springs Boulevard and Rockbank Middle Road?

15.9 COUNCILLORS' QUESTIONS WITHOUT NOTICE

Cr Majdlik

Can we please have an update on the signalised intersection at Caroline Springs Boulevard and the Crossing?

16. URGENT BUSINESS

Nil.

17. CONFIDENTIAL BUSINESS

Recommended Procedural Motion

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 C22-050 MacPherson Park Rugby Pavilion & Pitches (Stage 3) - Principal Consultant

(g) as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that—

(i) relates to trade secrets; or

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

17.2 Appointment of Independent Audit and Risk Committee Member

(f) as it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

Motion

Crs Majdlik/Ramsey.

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 C22-050 MacPherson Park Rugby Pavilion & Pitches (Stage 3) - Principal Consultant

(g) as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that—

(i) relates to trade secrets; or

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

17.2 Appointment of Independent Audit and Risk Committee Member

(f) as it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs..

CARRIED

18. CLOSE OF BUSINESS

The meeting closed at 9.14pm.

Confirmed

Dated this

.....CHAIRPERSON