Agenda Paper

for the

Ordinary Meeting of Council

To be held at the Council Chambers, Civic Centre,
Boxshall Street Brighton

on

Tuesday, 19 February, 2019
at 7:00pm

Councillors: Cr Alex del Porto
Cr James Long BM JP
Cr Laurence Evans
Cr Michael Heffernan (Mayor)
Cr Clarke Martin
Cr Sonia Castelli
Cr Rob Grinter
Members of the Gallery

Your attention is drawn to Section 92 of Council's Governance Local Law No 1.

Section 92 The Chair's Duties and Discretions

In addition to other duties and discretions provided in this Local Law, the Chair –

(a) must not accept any motion, question or statement which is derogatory, or defamatory of any Councillor, member of Council staff, or member of the community;

(b) may demand retraction of any inappropriate statement or unsubstantiated allegation;

(c) must ensure silence is preserved in the public gallery during any meeting;

(d) must call to order any member of the public who approaches the Council or Committee table during the meeting, unless invited by the Chair to do so; and

(e) must call to order any person who is disruptive or unruly during any meeting.

An Authorised Officer must, if directed to do so by the Chairman, remove from a meeting any Councillor or other person who has committed such an offence.

Your cooperation is appreciated

Chairperson of Council
Order of Business

1. Prayer
2. Acknowledgement of Original Inhabitants
3. Apologies
4. Disclosure of any Conflict of Interest of any Councillor
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10.10 Proposed Sale of Council Land at 2 Karrakatta Street, Black Rock

10.11 Proposed Discontinuance of Road and Consolidation of Land at rear Livingston Street Kindergarten, Highett

10.12 2019 Australian Local Governance Association (ALGA) National General Assembly of Local Government

10.13 Power Purchase Agreement - Commitment to Purchase Renewable Energy

10.14 CONTRACT CON/18/127 - Banking and Bill Payment Services

10.15 CONTRACT CON/18/138 B9 and B13 Car Park Renewal

10.16 CONTRACT CON/18/140 Council Car Park Renewal Program 2018/19

10.17 CONTRACT CON/18/163 Bay Trail and Boardwalk Construction at Middle Brighton Baths

10.18 Quarter two Performance Report - October to December 2018

10.19 Council Action Awaiting Report

11. Reports by Delegates

12. Urgent Business

13. Notices of Motion

13.1 Notice of Motion - 277 - Single Use Plastics associated with Council premises

14. Confidential Business

14.1 Minutes of the Chief Executive Officer's Employment Matters Committee held on 11 February 2019
1. **Prayer**

O God
Bless this City, Bayside,
Give us courage, strength and wisdom,
So that our deliberations,
May be for the good of all,
Amen

2. **Acknowledgement of Original Inhabitants**

We acknowledge that the original inhabitants of this land that we call Bayside were the Boon wurrung people of the Kulin nation.

They loved this land, they cared for it and considered themselves to be part of it.

We acknowledge that we have a responsibility to nurture the land, and sustain it for future generations.

3. **Apologies**

4. **Disclosure of any Conflict of Interest of any Councillor**

5. **Adoption and Confirmation of the minutes of previous meeting**

5.1 Confirmation of the Minutes of the Ordinary meeting of Bayside City Council held on 18 December 2018.

6. **Public Question Time**
7. Petitions to Council

7.1 PETITION: PARKING IN SEACOMBE GROVE BRIGHTON

Corporate Services - Governance
File No: PSF/19/960 – Doc No: DOC/19/14246

Petition from residents of Seacombe Grove Brighton seeking resident parking permit in Seacombe Grove Brighton. *(Total petitioners – 21 – all residents of Seacombe Grove)*

*We the undersigned hereby petition Bayside City Council to:*

1. Allow permit only vehicle parking in Seacombe Grove Brighton; and
2. Provide an adequate provision of resident visitor parking permits for tradespeople and family.

*Petition Preamble:*

A significant and overwhelming increase in the vehicle usage of Seacombe Grove, Brighton by individuals gaining access to the Sandown Street Dog Beach has caused major traffic concerns to local residents accessing their homes.

On weekends approximately 200 cars per hour are looking for a car park in Seacombe Grove totalling 2000 cars per day. The entrance to Seacombe Grove from St Kilda Street has become a safety hazard due to the high number of vehicles waiting to enter the street for a car park to access the dog beach.

There are currently 12 car spaces available in Seacombe Grove and the mass overloading of cars on many occasions results in cars parked across driveways and on the naturestrips.

The increase of dog beach users to the Sandown Street Dog Beach has caused enormous frustration to the residents of Seacombe Grove with the dog beach users regularly leaving raw and bagged dog rubbish on the road, gutters and footpaths. This causing anger and frustration to all residents who are left to clean up every day.

The combination of traffic dangers, the enormous volume of cars fighting for car parks, the ever increasing amount of rubbish and excrement left behind, the continuous dog barking, dog fights and banging of car doors and people arguing about parking, and blocked or partially blocked driveways has fuelled the residents of Seacombe Grove Brighton to seek immediate changes to the traffic management of Seacombe Grove. The residents of Seacombe Grove are being denied the privacy and quite enjoyment they are entitled too because of the poor placement of the dog beach.

*Petition Requirements*

The submitted petition containing 21 signatures meets the required format of a petition in accordance with Council’s Governance Local Law No:1 Clause 65.
Officer Comment
These matters are operational in nature and can be investigated and actioned by Council Officers under the relevant Council Policy.

Recommendation
That the petition be received and referred to the Chief Executive Officer for consideration and response.

Support Attachments
Nil
7.2 PETITION: CAR PARKING IN SIMS STREET SANDRINGHAM

Corporate Services - Governance
File No: PSF/19/960 – Doc No: DOC/19/25476

Petition from residents of Sims Street, Sandringham seeking parking time limits and/or permit parking in Sims Street, Sandringham (Total petitioners – 31 – all petitioners are Bayside residents).

“We the undersigned hereby petition Bayside City Council to introduce parking time limits and/or permit parking in Sims Street, Sandringham.”

Petition Preamble:
We wish to inform council that all day city commuter parking in Sims Street, Sandringham is congested and obstructing parking for visitors and residents.

Petition Requirements
The submitted petition containing 31 signatures meets the required format of a petition in accordance with Council’s Governance Local Law No:1 Clause 65.

Officer Comment
These matters are operational in nature and can be investigated and actioned by Council Officers under the relevant Council Policy.

Recommendation
That the petition be received and referred to the Chief Executive Officer for consideration and response.

Support Attachments
Nil
7.3 PETITION: TO BAN SMOKING IN AND AROUND RICKETTS POINT MARINE SANCTUARY

Petition from residents of Bayside and surrounding areas seeking to ban smoking on the beaches, car parks, barbeques and foreshore areas in and around the sanctuary Ricketts Point Sanctuary.

(Total petitioners: 20 – (10 are Bayside residents).

“We the undersigned hereby petition Bayside City Council to ban smoking on the beaches, car parks, barbeques and foreshore areas in and around the Ricketts Point Sanctuary.”

Petition Preamble:

A marine sanctuary is a place for the environment to regenerate and for animals to be able to reproduce and care for their young safely without threat or harm. It is also a place where people come with their children and families to enjoy the natural environment; to play walk, snorkel, kayak, breathe fresh air and exercise. There is no place for toxic smoking in and around Ricketts Point Marine Sanctuary.

This has already been achieved in many other places around Australia and the world for the same valid reasons. Thank you.

Petition Requirements

The submitted petition containing 20 signatures meets the required format of a petition in accordance with Council’s Governance Local Law No:1 Clause 65.

Officer Comment

In addition to the petition, a letter of support containing 17 signatories was received. A further electronic petition was also submitted.

Recommendation

That the petition be received and a report be submitted to the April 2019 Ordinary Meeting of Council of this matter.

Support Attachments

Nil
8. Minutes of Advisory Committees

8.1 ASSEMBLY OF COUNCILLORS RECORD

Corporate Services - Governance
File No: PSF/19/960 – Doc No: DOC/19/38620

Executive summary

Purpose and background
To formally report to Council on the Assembly of Councillors records in accordance with the

Key issues
This report fulfils the requirements of reporting an Assembly of Councillors to the next practical
Ordinary Meeting of Council in accordance with the Local Government Act 1989.

Recommendation

That Council notes the Assembly of Councillor records submitted as required by the Local
Government Act 1989:

- 5 February 2019 CEO and Councillors Only Briefing

Support Attachments

1. Record of Assembly of Councillors - 5 February 2019 CEO and Councillors Only Briefing
Record of Assembly of Councillors

Record in accordance with section 80A(1) of the Local Government Act 1989

<table>
<thead>
<tr>
<th>Meeting Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Name/Type</td>
</tr>
<tr>
<td>Meeting Date</td>
</tr>
<tr>
<td>Start Time</td>
</tr>
</tbody>
</table>

Matters discussed
- Matters raised by the CEO
  - Photographs in Council Chambers
  - Development at 222 Bay Road
  - Weekend workshop

Matters discussed
- Matters raised by the Councillors
  - Nil

Attendees

<table>
<thead>
<tr>
<th>Councillors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor, Cr. Michael Heffernan</td>
</tr>
<tr>
<td>Cr. Sonia Castelli</td>
</tr>
<tr>
<td>Cr. Laurence Evans</td>
</tr>
<tr>
<td>Cr. Rob Grinter</td>
</tr>
<tr>
<td>Cr. Michael Heffernan</td>
</tr>
<tr>
<td>Cr. James Long</td>
</tr>
<tr>
<td>Cr. Clarke Martin</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mick Cummins</td>
</tr>
<tr>
<td>Chief Executive Officer</td>
</tr>
</tbody>
</table>

Apologies

Councillors
- Cr. Alex del Porto

Conflict of Interest disclosures

Matter No
- Councillor making disclosure
- Councillor left meeting

Nil

Reviewed June 2012

Item 8.1 – Minutes of Advisory Committees
9. Reports by Special Committees

Nil
10. Reports by the Organisation

10.1 COMMUTER SHUTTLE BUS SERVICE TRIAL REVIEW

Environment, Recreation & Infrastructure - Sustainability & Transport
File No: PSF/18/108 – Doc No: DOC/18/298686

Executive summary

Purpose and background

The purpose of this report is to provide the findings of a review of the commuter shuttle bus service trial after its first three months of operation and to determine the need for the service to continue. This report also addresses a petition presented to Council on 20 November 2018 to cease the trial of the commuter shuttle bus service.

At the Ordinary Meeting of Council on 21 August 2018, Council considered the need for a Council funded commuter shuttle bus and resolved (in part) to:

- Implement a six month trial of a commuter shuttle bus service commencing in October 2018:
  - that operates around the 6.30 – 8.00am and 5.00 – 7.00pm times on weekdays (excluding public holidays) from temporary bus stops established for this trial;
  - commencing in 2018 after the promotion campaign has been delivered and conducts a review after three months of operation with a report to Council in February 2019.

Commuter Shuttle Bus Trial

The commuter shuttle bus service commenced on 29 October 2018, utilising Council’s existing two 12-seater mini-buses and operating two different fixed routes to serve Middle Brighton Station. The commuter shuttle bus is a free service which has operated on weekdays (excluding public holidays) between 6.30am – 7.40am (last pick-up) and 5pm – 7pm. The service has operated on a 10 minute frequency from new temporary bus stops in Brighton.

Attachment 1 shows the two commuter shuttle bus routes and the location of the temporary bus stops. The trial has been a useful exercise to determine if a Council provided service could influence commuter behaviours.

Key issues

Commuter Shuttle Bus Patronage Data

Table 1 (below) shows the average daily number of passengers who have used each of the commuter shuttle bus services during both the morning and late afternoon between the launch of the service and 25 January 2019.

<table>
<thead>
<tr>
<th>Route</th>
<th>AM Service</th>
<th>PM Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Route 1 (Blue)</td>
<td>9.7</td>
<td>15.6</td>
</tr>
<tr>
<td>Route 2 (Red)</td>
<td>10.4</td>
<td>15.4</td>
</tr>
</tbody>
</table>

Table 1: Daily average number of passengers using each commuter shuttle bus service
The average daily number of passengers using each commuter shuttle bus service ranged between 9 and 15 passengers. Additionally, each commuter shuttle bus completed between 8 and 10 circuits of their respective route, depending on traffic conditions and how many passengers were picked-up/dropped off. The number of passengers using the service per circuit of each route is very low. It has not been uncommon for a total of 0, 1 or 2 passengers to use each service. These passenger numbers represent a low uptake of the commuter shuttle bus service to date.

On-board Passenger Surveys

In order to determine the effect that the introduction of the commuter shuttle bus service has had on passengers’ mode of travel to/from Middle Brighton Station, it was important to find out if the passengers using the commuter shuttle bus service were formerly train commuters who drove their own vehicle to the Church Street area. To obtain this information, on-board passenger surveys were undertaken during the third and fourth week of the trial. Table 2 (below) identifies the previous mode of travel to/from Middle Brighton Station of those commuter shuttle bus passengers that were surveyed.

<table>
<thead>
<tr>
<th>Passenger previous mode of travel to/from Middle Brighton Station</th>
<th>% of people surveyed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(n=64)</td>
</tr>
<tr>
<td>Walked</td>
<td>34.4%</td>
</tr>
<tr>
<td>Driver of car</td>
<td>33.3%</td>
</tr>
<tr>
<td>Car Passenger (drop off)</td>
<td>17.2%</td>
</tr>
<tr>
<td>PTV Bus</td>
<td>11.8%</td>
</tr>
<tr>
<td>Bicycle</td>
<td>3.2%</td>
</tr>
<tr>
<td>Taxi/Uber</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Table 2: Commuter shuttle bus passenger previous mode of travel to/from Middle Brighton Station

The objective of the commuter shuttle bus service is to encourage car drivers to make use of the service so that they can leave their car at home, thus reducing pressure on commuter parking provision at Middle Brighton Station. The information in Table 2 demonstrates that 66.7% of commuter shuttle bus passengers surveyed were non-car drivers. The diversion of commuters away from sustainable modes of transport, including walking, cycling and catching a Public Transport Victoria (PTV) bus service does not assist in reducing pressure on the existing short supply of commuter parking. This is also not aligned with the objectives of Council’s Integrated Transport Strategy, the Wellbeing for All Ages and Abilities Strategy, the Municipal Strategic Statement or the Environmental Sustainability Framework.

Commuter Surveys

Personal intercept surveys were undertaken with commuters at Middle Brighton Station over the course of five weekday mornings in late November 2018. A total of 228 commuters were surveyed. The aim of the survey was to determine:

- The level of awareness amongst commuters of the commuter shuttle bus service;
- How many commuters had used the commuter shuttle bus service; and
- The likelihood of commuters using the commuter shuttle bus service if it was made available on a permanent basis.

Of the 228 commuters surveyed, approximately 59% (134 commuters) were aware of the commuter shuttle bus service. However, only 13% of commuters (18 people) had used the commuter shuttle bus service since its launch in October 2018.

Table 3 provides information on the likelihood of commuters using the commuter shuttle bus service if it became a permanent service. This indicates that approximately 42% of commuters would be ‘very likely’ or ‘somewhat likely’ to use the service if it became permanent.
Table 3 also contains information from the commuter survey that was undertaken in late May/early June 2018 when the need to provide a commuter shuttle bus was originally investigated. Prior to Council’s decision to implement the commuter shuttle bus service trial, approximately 32% of commuters indicated that they would be ‘very unlikely’ or ‘somewhat unlikely’ to use a commuter shuttle bus service. Following the launch of the commuter shuttle bus service trial, the proportion of commuters who have indicated that they would be ‘very unlikely’ or ‘somewhat unlikely’ to use a permanent commuter shuttle bus service has increased to approximately 52%.

<table>
<thead>
<tr>
<th>How likely are you to use the service if it was made available on a permanent basis?</th>
<th>November 2018</th>
<th>May/June 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Number</td>
<td>%</td>
</tr>
<tr>
<td>Very likely</td>
<td>56</td>
<td>25.3</td>
</tr>
<tr>
<td>Somewhat likely</td>
<td>37</td>
<td>16.7</td>
</tr>
<tr>
<td>Neither likely or unlikely</td>
<td>13</td>
<td>5.9</td>
</tr>
<tr>
<td>Somewhat unlikely</td>
<td>24</td>
<td>10.9</td>
</tr>
<tr>
<td>Very unlikely</td>
<td>91</td>
<td>41.2</td>
</tr>
<tr>
<td>Can’t say</td>
<td>7</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>228</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Table 3: The likelihood of commuters to use a permanent commuter shuttle bus service

Community Feedback

A high volume of community feedback has been received regarding the introduction of the commuter shuttle bus service, mainly from residents who live in streets in which the commuter shuttle bus has operated. To date, the majority of this feedback, approximately 76%, has opposed the introduction of the service. Some of the reasons cited for objecting to the service include:

- The location of the commuter shuttle bus stops close to residential properties;
- The removal of on-street parking provision to accommodate the commuter shuttle bus stops;
- Residential streets being unsuitable for the operation of a 12 seater mini-bus;
- An increase in traffic volume in residential streets;
- Increased parking congestion as a result of commuters using residential streets as a park-and-ride facility;
- A low uptake in the service by commuters;
- The service does not represent good value for money; and
- The introduction of the service has devalued properties in those streets in which the service operates.

Furthermore, a 130 signature petition was presented to Council on 20 November 2018 stating:

“We the undersigned hereby petition Bayside City Council to immediately cease the trial of the Bayside Commuter Bus Service to Brighton Station until such time as a comprehensive consultation is undertaken with affected parties and a detailed assessment, including a full traffic assessment, consultation feedback and usage analysis is presented to Council.”

It should be noted that 26 commuter shuttle bus service passengers were very positive about the service and congratulated Council for trying to address commuter parking pressure around Middle Brighton Station.
Existing Public Transport Victoria Bus Services

Middle Brighton Station is currently serviced by six different bus services (626, 703, 811, 812 823 and 922) which operate at a frequency of between 20 and 30 minutes during peak hours in Bayside. Attachment 2 shows the existing PTV bus network services and highlights the area of properties that are within a 5 minute walk to a bus service. These PTV bus services can be accessed by commuters who live within walking distance of the commuter shuttle bus service stops.

Is there a need for Council funded shuttle bus to transport Bayside residents to a train station?

It has been assessed that there is little need for a Council funded commuter shuttle bus to transport Bayside residents to a train station for the following reasons:

- The commuter shuttle bus service has had a very limited uptake from car drivers, with only 33% of passengers indicating that they previously drove to/from Middle Brighton Station prior to the introduction of the service. The objective of the commuter shuttle bus service is to encourage car drivers to make use of the service so that they can leave their car at home, thus reducing pressure on commuter parking provision at Middle Brighton Station.
- Almost 50% of commuter shuttle bus service passengers had been diverted from sustainable modes of transport, including walking, cycling and public transport. This is not aligned with Council policy;
- The commuter shuttle bus service has had a low uptake from commuters with an average daily total of almost 10 people using each of the morning services, and an average daily total of 15 people using each of the late afternoon services;
- The target audience (car drivers) only accounted for 33% of commuters surveyed as part of the on-board passenger surveys in November 2018;
- The target audience (car drivers) only accounted for 14.5% of commuters surveyed at Middle Brighton Station in November 2018;
- Approximately 52% of commuters would be ‘very unlikely’ or ‘somewhat unlikely’ to use the commuter shuttle bus service if it became a permanent service;
- Providing the service does not represent significant value in terms of the amount of resources, financial and officer time, invested in the ongoing running of the service;
- The transportation of passengers by a bus to a train station is the responsibility of Public Transport Victoria under the Bus Services Act 1995 through designated bus services which passengers pay to use.

Council’s Public Transport Advocacy

Council’s public transport advocacy priorities include improving bus/rail connectivity and improving commuter parking provision. The introduction of a permanent Council funded shuttle bus would undermine these advocacy priorities given that the transportation of passengers by a bus to a train station is the responsibility of PTV. The introduction of a Council-funded commuter shuttle bus service to transport residents to a train station would essentially mean that Council is adopting a service that is a State government responsibility with Council unable to charge for the service.
Recommendation

That Council:

1. ceases the operation of the commuter shuttle bus service trial, with the last day of service being Friday 8 March 2019;

2. continues to advocate for public transport improvements as outlined in the Integrated Transport Strategy 2018 – 2028.

Support Attachments

1. Attachment 1 - Commuter Shuttle Bus Service Routes and Stops (separately enclosed)
2. Attachment 2 - Existing Bus Services Within a Five Minute Walk of Bayside Households (separately enclosed)
Considerations and implications of recommendation

Liveable community

Social
A well-connected and efficient public transport system provides improved access to key services and amenities as well as a viable alternative for people who either do not have access to a private vehicle or those who choose not to use a car.

The objective of the commuter shuttle bus service is to provide train commuters who would usually drive to the station with an alternative Council provided bus service. However, there has been a limited uptake of the service by drivers.

The commuter shuttle bus service is inequitable as it only serves a small part of the municipality and is an advantage to some but not all. The service is also diverting commuters away from sustainable travel modes, including walking, cycling and public transport which is not aligned with Council policy.

Public transport, including bus services to train stations and the provision of commuter parking at train stations is the responsibility of the State government.

Natural Environment
Encouraging more short trips to be undertaken by public transport and reducing reliance on private vehicles reduces greenhouse gas emissions. However, diverting users of sustainable transport modes, (i.e. pedestrians and cyclists) to use a new service increases the impact on the environment.

Built Environment
The Council funded commuter shuttle bus service requires its own separate bus stops as only buses operated under a Public Transport Victoria (PTV) service contract can utilise existing PTV bus stops. This has resulted in the loss of two to three on-street parking spaces at each commuter shuttle bus stop location during the operating times of the service.

Customer Service and Community Engagement
A total of 228 Bayside commuters were surveyed in late November 2018 to find out how likely they would be to use a commuter shuttle bus service if one was introduced in Bayside. The majority of people surveyed (85%) do not drive to the station. The target audience (car drivers) only accounted for 14.5%. Of the 228 commuters surveyed, 42% indicated that they would be ‘somewhat likely’ or ‘very likely’ to use the commuter shuttle bus service if it was made available on a permanent basis. This would depend on the bus route, trip duration and service frequency.

Community engagement activities undertaken as part of the development of the Integrated Transport Strategy 2018 – 2028, identified limited bus service frequencies and circuitous routes within Bayside as the most pressing transport issue within Bayside.

Human Rights
The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal
It is a legislative requirement that a regular bus service for which each passenger is charged a separate fare can only operate under PTV service contract. Under the Bus Services Act
1995. The commuter shuttle bus service does not contravene the Bus Services Act 1995 and Council is able to legally operate the service.

**Finance**

As of 25 January 2019, approximately $53,200 had been spent on the commuter shuttle bus service trial. This cost does not account for officer time associated with establishing the service. From the launch in October 2018 to 25 January 2019, 2,758 trips had been made using the commuter shuttle bus service. The cost of operating the service as of 25 January 2019 was approximately $19.28 per passenger trip.

Should the commuter shuttle bus service continue for the full six-month trial duration as per the original Council resolution, a further $38,000 would be incurred through ongoing salary costs associated with the temporary bus driver positions. This does not include fuel costs and further officer time in administration and coordination of the service.

**Links to Council policy and strategy**

A key aim of the Bayside Integrated Transport Strategy (2018) is to reduce reliance on private vehicle trips within Bayside by encouraging more short trips to be undertaken by walking, cycling or public transport. The data collected from the commuter survey has identified that commuters have been diverted away from sustainable modes of transport, including walking, cycling and catching a PTV bus service. The introduction of a Council funded commuter shuttle bus service is not aligned with Council policy.

A further aim of the ITS is that Council will continue to advocate to the State government for improvements to both bus/rail connectivity and commuter parking provision within the municipality. The provision of commuter car parking at train stations is a State government responsibility. Whilst some commuter car parking is provided at train stations, there is a deficiency in the level of parking available with most commuter car parks typically full before 7.30am on a weekday. This forces commuters to seek alternative parking in and around residential streets impacting on residential amenity.

Council has had an ongoing campaign as part of its Public Transport Advocacy Statement regarding the lack of commuter parking with previous approaches made to the Minister for Public Transport, local members of parliament and Public Transport Victoria. To date, the responses of successive State governments on this issue have been disappointing.
**Options considered**

**Option 1 – Recommended**

<table>
<thead>
<tr>
<th>Summary</th>
<th>Cease the commuter shuttle bus service trial as of Friday 8 March 2019.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>The role of providing a regular bus passenger service will remain a State government responsibility. Council's advocacy approach for improved bus services within the municipality and improved commuter parking provision at train stations will not be undermined.</td>
</tr>
<tr>
<td>Issues</td>
<td>Residents will be reliant on walking, cycling and existing public transport services as an alternative to a private vehicle when accessing a train station within the municipality.</td>
</tr>
</tbody>
</table>

**Option 2 – Not Recommended**

<table>
<thead>
<tr>
<th>Summary</th>
<th>Continue the commuter bus service for the full six-month trial as per the original Council resolution with a further review conducted after six-months of operation with a report presented to Council in May 2019.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>The commuter shuttle bus service will continue to provide an alternative transport option for a limited number of Bayside residents when accessing Middle Brighton Station.</td>
</tr>
<tr>
<td>Issues</td>
<td>The commuter shuttle bus service undermines Council’s transport advocacy activities associated with seeking improvements to both bus/rail connectivity and commuter parking provision within the municipality by the State government. Whilst some residents are using the commuter shuttle bus service to access Middle Brighton Station, this had little impact on reducing the demand for commuter parking provision at Middle Brighton Station. Continuing the trial would cost a further $38,000 for the costs of two commuter shuttle bus drivers. The buses would not be available for other community purposes at these times.</td>
</tr>
</tbody>
</table>
Executive summary

Purpose and background
The purpose of this report is to present the Elsternwick Park Nature Reserve community engagement approach (Attachment 1) for Council endorsement. The aim of the Elsternwick Park Nature Reserve (EPNR) engagement is to consult the community and collate feedback to inform the project brief for the design competition for the development of the final EPNR Masterplan (the masterplan).

The engagement will be well informed by technical expertise in terms of site options and restrictions, including native and local flora and fauna.

The development of the masterplan relates to the Council resolutions made during the Special Meeting of Council on 28 March 2018 and the Ordinary Meeting of Council on 24 July 2018.

During the Ordinary Meeting of Council on 24 July 2018, it was resolved that Council would:

Establish a community reference panel including representatives from the Elsternwick Park Association to:

a) provide input into the development of the park and to consider future management models; and

b) develop a project plan for the park.

The project goal is to develop a masterplan to achieve Council’s resolution to create an environmentally themed area of passive open space at EPNR.

This engagement aims to work with the community to understand how it would like to see the four endorsed priority principles reflected within the future design of EPNR:

- Environment;
- Water quality;
- Flood mitigation; and
- Public amenity.

A shared vision for the space will be established by gathering feedback on what these principles mean to community members, followed by a process of assessing the competing demands to determine a balanced description of a vision. The final stage will drill down to the specifics of the features and requirements to achieve the vision.

Until the community is consulted on a new name, the park is being called the Elsternwick Park Nature Reserve (EPNR).

Key issues

Community engagement approach
The community engagement approach (Attachment 1) outlines a process to gather ideas from community members to form a collective community vision for the future of EPNR.
This vision will contribute towards the development of strategic direction plan to inform the project brief for the design competition phase for the final masterplan.

Stage 1 of the community engagement will occur between February 2019 and April 2019. The engagement will gather information and ideas from the community and key stakeholders to inform the design of the draft masterplan. During this stage Council will:

- Consult on how people want to use the space and what they would like to see in it;
- Gain broader participation in the already established Community Reference Panel; and
- Evaluate the success of the first consultation phase with recommendations for improvement in phase 2.

Stage 2 of the community engagement will begin once a draft masterplan has been prepared.

This phase will seek feedback on the draft masterplan. The feedback from the community and key stakeholders will inform the final masterplan. An updated scope of engagement will detail the negotiables for consideration by the community. During this stage Council will:

- Report back on previous community engagement and influence on the draft masterplan;
- Consult the community and key stakeholders and seek feedback on the draft masterplan; and
- Evaluate the success of the second consultation phase.

A range of activities will be conducted to inform the development of the vision for the park.

These activities will include community events such as drop in sessions on site, meetings, Council’s Have Your Say website, direct mail, email and/or social media. Community engagement will also include project updates explaining how the feedback was used, any outcomes, the rationale for decisions and an opportunity to provide feedback.

In addition to the wider Bayside, Port Phillip and Glen Eira community, key stakeholders to be engaged include, but are not limited to:

- Elsternwick Park Association
- Elwood Flood Action Group
- Friends of Native Wildlife
- Port Phillip EcoCentre
- Bayside Dog Alliance
- Melbourne Water
- Neighbouring local councils
- Bayside Healthy Aging Reference Group
- Schools
- Immediate neighbours of the reserve
- Wider community across Bayside, Port Phillip and Glen Eira LGA’s
- Tourists and visitors to the area
All key stakeholders and those who participate in the consultation will receive updates on the project throughout the engagement stages.

**Recommendation**

That Council:

1. notes the community engagement approach as set out in Attachment 1 for the Elsternwick Park Nature Reserve; and
2. receives a report detailing the outcomes of the community engagement on the Elsternwick Park Nature Reserve at a future Council meeting.

**Support Attachments**

1. Attachment 1 - Elsternwick Park Nature Reserve Community Engagement Approach 2019
Considerations and implications of recommendation

Liveable community

Social
Returning 14 hectares of open space for passive recreation use will provide greater opportunities for social connections for residents and visitors to the park.

The final masterplan also has potential to realise a wide variety of community and environmental benefits including flood mitigation, increased biodiversity, increased quality for waters entering Port Phillip Bay and numerous health and wellbeing benefits.

Natural Environment
Elsternwick Park Nature Reserve will be an environmentally themed area of passive open space. The primary focus of the Reserve will be as an environmental refuge for plants and animals in an otherwise urban area.

In the interim, a tree health inspection program has been conducted, with tree removal and pruning undertaken where necessary. Additional habitat such as nesting boxes are being installed to encourage native wildlife. A Fauna Strategy has also been commissioned to inform the strategic direction plan and is in the process of being finalised. A future Habitat and/or Flora Strategy will also be undertaken to further inform the strategic direction plan. This will detail the future planting required to establish the habitat necessary to attract and retain indigenous fauna species at the park.

Built Environment
The aim of the community engagement plan is for Council to work together with the community to plan and deliver projects that respond to the changing needs of the Bayside community. In this instance, there are no implications for the built environment as the masterplan will focus on the use of open space.

Customer Service and Community Engagement
The community engagement approach (Attachment 1) has been developed in line with Council’s Community and Stakeholder Engagement Policy (2017).

In order to gain an understanding of possible benefits in line with the themes identified by Council (environment, public amenity, flood mitigation and water quality), Council staff were asked to gather high level information from the community and a Community Reference Panel was established. This panel is currently made up of representatives from local wildlife groups, resident groups and stakeholders such as the City of Port Phillip and Melbourne Water.

The Panel does not have formal decision-making authority. Its function is to provide advice and contribute to the development of longer term strategies for the Reserve and be a resource to test reserve development ideas.

Within this engagement plan, it is proposed to extend the membership of the panel through an EOI process to incorporate broader representation and to ensure all stakeholders of the Reserve are able to have interests represented and considered. This is further outlined in Attachment 1.
It is highly likely that during this consultation there will be some conflict between individuals and groups with different interests and aspirations for the reserve. In particular the balancing of interests of dog owners, immediate neighbours of the park and environmentally focussed groups. Specific techniques will be selected to reduce direct and immediate conflict between interest groups while ensuring Council can capture a strong understanding of the interests and issues.

**Human Rights**

The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the Victorian Charter of *Human Rights and Responsibilities Act* 2006.

**Legal**

There are no known legal implications associated with the proposition in this report.

**Finance**

The implementation of the community engagement plan can be accommodated within the 2018/19 budget.

Future budget allocations will need to be considered in line with the recommendations based on the community engagement findings and site limitations.

**Links to Council policy and strategy**

Returning the land to public open space will allow Council to achieve the principles outlined in Bayside Open Space Strategy (BOSS) 2012.

This development of the EPNR Masterplan will also contribute towards the following areas of the Council Plan 2017-2021:

**Goal 4: Open Space**

Gain access to increased quality open space to meet the needs of the wider community.

**Goal 5: Environment**

Council and the Bayside Community will be environmental stewards, taking action to protect and enhance the natural environment, while balancing appreciation and use with the need to protect natural assets for future generations.

The works outlined in this report will also contribute towards Goal 2 of the Wellbeing for All Ages and Abilities Strategy (WAAA) 2017 -2021. Goal 2 is designed to ‘achieve a healthy and active community’ by ‘improving physical activity opportunities’.
Elsternwick Park Nature Reserve

COMMUNITY ENGAGEMENT APPROACH
FEBRUARY 2019
COMMUNITY ENGAGEMENT PLAN – ELSTERNWICK PARK NORTH / ELSTERNWICK PARK NATURE RESERVE

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How will the community receive feedback? .............................................................................
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PROJECT CONTEXT

Council has confirmed its commitment to the transition of the former Elsternwick Park Golf Course to an environmentally focused park is continuing. The park will now be known as Elsternwick Park Nature Reserve (the Reserve) until the community is consulted on a new name.

The Reserve will be an environmentally themed area of passive open space. The themes that Council agreed on are environment, public amenity, flood mitigation and water quality. The masterplan has potential to realise a wide variety of community and environmental benefits including flood mitigation, increased biodiversity, increased quality for waters entering Port Phillip Bay and numerous health and well-being benefits.

The works completed at the Reserve relates to the site of the old golf course. The masterplan will not include Oval 1, Oval 2, Elsternwick Sports Club or Elsternwick Park South. Passive open space will mean it is free from organised sport.

The park is a dog on-leash park. Dogs can be walked in the park and they must be on leash at all times. Elsternwick Park South, which is a dog off leash park is only a few meters away. Regular patrols will continue and Council may consider a potential ban if dogs continue to be observed off-lease in the Reserve. The primary focus of the Reserve is as an environmental refuge for plants and animals in our urban area.

Councils work to date:
Since the golf course was closed on 1 July 2018, Council has been removing golf related items from the site and adding features that are common to parks around Bayside. This includes formalised entrances, park signage and waste bins. Council will continue to maintain the park in its current form until a masterplan is adopted.

Additional signage has been installed at park entrances to advise visitors of dog restrictions. The removal of golf infrastructure such as the levelling of tees and greens is complete, with new signage, waste bins and park entrances installed.

A tree health inspection program was conducted, with tree removal and pruning undertaken where necessary. Additional habitat such as nesting boxes are being installed to encourage wildlife.

In preparation for longer term planning and design work for the new park, we are currently investigating soil conditions, underground infrastructure and groundwater depth.

In order to understand the current conditions within the park, and what constraints might impact any future work that could happen, Council is engaging external consultants to complete investigation works and technical reports. These investigations cover topics including:

- Feature assessment (including ground levels)
- Groundwater assessment
- Flood modelling
- Soil assessments
- Baseline flora and fauna survey
More investigation works are likely to be required in the future.

Representatives from Council will continue to work with their colleagues in other local governments and at Melbourne Water so that any ideas suggested for the Reserve are considered in accordance with other work happening in the wider Elster Creek Catchment.

**PROJECT SUMMARY**

The project goal is to develop a masterplan to achieve Council's resolution to create an environmentally themed area of passive open space at the Reserve.

This engagement aims to work with the community to understand how they would like to see the four endorsed priority principles reflected within the future design of the Reserve:

- Environment;
- Water quality;
- Flood mitigation; and
- Public amenity.

A shared vision for the space will be established by gathering feedback on what these principles mean to community members, followed by a process of assessing the competing demands to determine a balanced description of a vision. The final stage will drill down to the specifics of the features and requirements to achieve the vision.

The engagement will be well informed by technical expertise in terms of site options and restrictions, including native and local flora and fauna.

**COUNCIL'S COMMUNITY ENGAGEMENT POLICY**

The level of engagement with the community will vary depending on the community interest in the topic, the political sensitivity, level of social, economic and environmental impact, the number of persons potentially affected by the topic and the legislative and policy requirements for consultation.

The scope of engagement and the masterplan will be greatly influenced by the findings of technical studies and investigations that will define site requirements and restrictions.

Council's Community Engagement Policy describes the following levels of engagement based on the International Association for Public Participation (IAP2) Spectrum:

**Inform** – To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**Consult** – To obtain public feedback on analysis, alternatives and/or decisions.

**Involve** – Working directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
Collaborate – To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.

Empower – To place final decision making in the hands of the public.

It is anticipated that this project will encompass the following IAP2 Spectrum levels with the general community: Inform, Consult and Involve; and Collaboration with the Community Reference Panel.

WHY ARE WE ENGAGING? (PURPOSE)

The community engagement will gather information and ideas from the community and key stakeholders to inform the masterplan process. The engagement will also raise the profile of the project and encourage community leadership and participation. Strong community networks will continue to be fostered with local stakeholders and partners. The local community and other key stakeholders will be engaged in the upcoming phases of the project, these are described in more detail in the next section.

ENGAGEMENT SCOPE

The table below outlines the factors the community can influence and inform through this engagement process. Due to the broad focus of the master planning process, the scope is quite broad.

Included within the ‘non-negotiables’ is ensuring alignment with existing Council resolutions and Strategy, along with key factors to be informed by technical expertise.

Based on current and previous consultation and communication regarding the broader Elsternwick Park site we anticipate there may be expectations from the community to reopen discussion regarding formalised sport and dog off leash access / ban on dogs within the site.

Within the engagement plan scope we state that there will be no introduction of formal sports and dogs will remain on leash at all times across the Reserve.

<table>
<thead>
<tr>
<th>Non-negotiables</th>
<th>Negotiables</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not open for discussion</td>
<td>Seeking community input</td>
</tr>
<tr>
<td>Council resolutions:</td>
<td>Clarification of “environmentally themed” and “passive open space” to be confirmed through community visioning</td>
</tr>
<tr>
<td>● Environmentally focussed reserve;</td>
<td></td>
</tr>
<tr>
<td>● Passive open space</td>
<td></td>
</tr>
<tr>
<td>Themes:</td>
<td></td>
</tr>
<tr>
<td>● Environment;</td>
<td></td>
</tr>
<tr>
<td>● water quality;</td>
<td></td>
</tr>
<tr>
<td>● flood mitigation;</td>
<td></td>
</tr>
<tr>
<td>● public amenity.</td>
<td></td>
</tr>
<tr>
<td>No new sports ovals within the space</td>
<td>Flood mitigation benefits, water quality improvements</td>
</tr>
<tr>
<td>No dogs off leash within the space</td>
<td>Type and preferred location of park infrastructure: paths, BBQ’s, seating, tables etc.</td>
</tr>
<tr>
<td>Requirements of native fauna (to be determined by technical experts)</td>
<td>Overall site layout of functionalities</td>
</tr>
</tbody>
</table>
## Categorisation of Elsternwick Park

The Bayside Open Space Strategy 2012 (BOSS) classifies open space within the municipality in accordance with the following three catchments:

- Municipal/Regional
- District
- Neighbourhood

Elsternwick Park, including the Nature Reserve is considered a Municipal/Regional level park.

Characteristics of Regional parks as described BOSS (2012) are as follows:

*Municipal / Regional open space describes the principal open space destinations in the City. They cater for Bayside residents, tourists and others from outside of the municipality. Visitors to Municipal / Regional open space will spend longer periods of time at the site and are likely to travel by car or public transport to the site. Municipal / Regional open space is intended to cater for a diverse range of interests to all Bayside residents. These spaces often have a wide catchment because of unique features they offer (such as heathland parks and foreshore) or because they cater for a cluster of open space functions, including space for sport and family play. Because of the visitor appeal of Municipal / Regional open space and the scope of infrastructure and amenity provided at these locations, they are considered to be the most suitable for major events and celebrations. Visits to Municipal / Regional open space are often two plus hours in duration. Typical features that you would expect to see in a Municipal / Regional open space include shade, car parking, toilets, drinking fountains and BBQs.*

There is more detail on the characteristics and possible functions that may be considered within the BOSS (2012).
WHO ARE WE ENGAGING?

Driven by the Regional/Municipal categorisation of Elsternwick Park the target stakeholders for this project are quite broad.

This Community Engagement Plan outlines how, when and why the following stakeholders will be involved:
- Friends of Native Wildlife
- Port Phillip Eco Centre
- Bayside Dog Alliance
- Elsternwick Park Association
- Sports Clubs
- Immediate neighbours of the park
- Bayside Healthy Aging Reference Group
- Schools
- Wider community across Bayside, Port Phillip and Glen Eira LGAs
- Tourists and visitors to the area

ENGAGEMENT STAGES

There will be two key stages of engagement, with a breadth of activities in each.

Stage 1: Gathering Ideas
Stage 2: Confirming the Plan

Stage 1: Gathering the Ideas
This phase of consultation will occur between February 2019 and April 2019. The engagement will gather information and ideas from the community and key stakeholders to inform the design of the draft masterplan. During this stage Council will:
- Consult on how people want to use the space and what they would like to see in it;
- Gain broader participation in Community Reference Panel; and
- Evaluate the success of the first consultation phase with recommendations for improvement in phase 2.

Key activities in this stage will include:
- Have Your Say page including prioritisation of themes and ideas generation
- Expression of Interest for the Panel
- On site, drop in style sessions
- Hard copy surveys, email/written submissions
- Sessions with key stakeholders including schools, environmental groups and the Bayside Healthy Aging Reference Group

Stage 2: Confirm the Plan
This phase will seek feedback on the draft masterplan. The feedback from the community and key stakeholders will inform the final masterplan. An updated scope of engagement will detail the negotiables for consideration by the community. During this stage Council will:
• Report back on previous community engagement and influence on the draft masterplan;
• Consult the community and key stakeholders and seek feedback on the draft masterplan; and
• Evaluate the success of the second consultation phase.

Key activities in this stage will include:
• Have Your Say page
• On site, drop in style sessions
• Hard copy surveys, email/written submissions
• Sessions with key stakeholders to be confirmed

Community Reference Panel
In order to gain an understanding of possible environment benefits in line with the themes identified by Council (environment, public amenity, flood mitigation and water quality), Council staff were asked to gather high level information from community groups. To support this a Community Reference Panel was established. This panel is made up of representatives from local wildlife groups, resident groups and stakeholders such as the City of Port Phillip, Melbourne Water and Elsternwick Park Association.

The Panel does not have formal decision making authority and its function is to provide advice and contribute to the development of longer term strategies for the Reserve and be a resource to test development ideas.

To date the Panel has had three meetings. It has toured the Reserve with Council officers and exchanged knowledge and ideas for the future opportunities for the park; had an information session with Melbourne Water which outlined the flood mitigation and water quality issues the park faces; and has also overseen the development of a brief to engage a consultant to undertake a Fauna Strategy. It has also shared thoughts as a representation of the community with regards to how it believes Council can achieve the four priorities: Environment, Water quality, Flood mitigation, and Public amenity in terms of future park development. The panel is currently in the process of providing some data to Council officers to inform the development of a consultancy brief for a future Habitat Strategy.

Within the engagement plan it is proposed to extend the membership of the panel to incorporate a broader representation, to ensure all stakeholders of the Reserve are able to have interests represented and considered.

The engagement plan seeks to capture knowledge and experience from a more diverse stakeholder group through an Expression of Interest (EOI) to be run across the first month of Stage 1 engagement. The EOI process would seek applications that demonstrate alignment to the current membership criteria. They would be reviewed and selections made by a sub-group of the existing Panel as outlined in the current Terms of Reference.

The role of the Panel throughout the development of the masterplan would be to consider questions as well as test ideas and options outside of the primary engagement processes to progress the development of the masterplan.
COMMUNICATIONS

To ensure broader awareness and participation we will undertake the following activities:

- Prominent Have Your Say signage on all park boundaries and entrances;
- Letterbox drop to properties between Bay Street and Nepean Highway plus comparable area of Port Phillip and Glen Eira municipalities;
- Facebook and Twitter posts with significant advertising boosts;
- Leader advertising and editorial pitch;
- Let’s Talk Bayside articles – Feb/March edition;
- Emails and face to face meetings with to stakeholder groups; and
- Establish project e-news group for communications at key stages of the project.

WHAT ARE WE TRYING TO ACHIEVE WITH THE ENGAGEMENT? (OBJECTIVES)

The engagement will aim to achieve the following:

- Create opportunities for open and honest dialogue with members of the community and provide transparency for the Project;
- Gather ideas from a broad section of stakeholders relevant to the site;
- Gather feedback and responses to masterplan;
- Provide feedback on previous consultation and how this is reflected in the concept design;
- Provide an opportunity to further develop strong community partnerships; and
- Generate excitement and interest for the future of the Reserve.

HOW WILL WE KNOW IF THE ENGAGEMENT HAS BEEN SUCCESSFUL?

Council will employ a variety of methods to evaluate the engagement activities, including:

- Relevancy and appropriateness of engagement activities to the target group;
- Verbal and written feedback from all identified stakeholders on the effectiveness of the engagement activities;
- Participation levels in engagement activities;
- Level of qualitative and quantitative information collected; and
- Achievement of the engagement objectives stated in this strategy.

This evaluation will be used to improve future engagement strategies and methods.
10.3 ELSTERNWICK PARK NATURE RESERVE DOG ON LEASH ENFORCEMENT UPDATE

City Planning & Amenity - Amenity Protection
File No: PSF/19/968 – Doc No: DOC/19/32301

Executive summary

Purpose and background
The purpose of this report is to provide an update on enforcement activities in relation to dog on leash requirements at Elsternwick Park Nature Reserve.

On the 18 December 2018, a progress report was presented to Council’s Ordinary Meeting on the Elsternwick Park Golf Course Decommission Pan. The report included information on the enforcement of dog on leash requirements. There was a resolution for an update to be provided to the February Ordinary Council Meeting, on the effectiveness of the enforcement actions.

Key issues
Since the decommissioning of the Elsternwick Park golf course on 1 July 2018, the public have been able to access this open space. Council has received complaints from some users of the nature reserve, who are concerned about off leash dogs and their potential impact on wildlife in the reserve. Council Local Laws Officers have progressively increased patrols at Elsternwick Park Nature Reserve, due to the numbers of off leash dogs detected and ongoing complaints.

The high level outcomes from Local Law Officer patrols are outlined below.

July 2018 - 4 September 2018
Following the creation of the new open space area, random patrols were undertaken. No warnings were issued in this period. Note: in accordance with Council’s modern regulator focus, off leash dog owners are typically issued a formal warning, with an infringement occurring for a second offence.

5 September 2018 - 12 November 2018
Patrols were increased to daily, at random times. There were nine warnings for off leash dogs.

13 November 2018 - 17 December 2018
A ‘blitz’ was implemented, with patrols undertaken 2 - 3 times a day, targeting key time periods. Local Law officer patrols totalled 13 hours over the 34 days (not including travel times). There were 23 warnings for off leash dogs.

18 December – 5 February 2019
The ‘blitz’ was continued, coupled with additional patrols implemented where possible. Local Law officer patrols totalled 22 hours, 20 minutes over the 48 days. There were 10 warnings for off leash dogs and 1 infringement issued for a second off leash offence.

In this period, additional signs were installed in the park. The signs are red for visibility and reinforce the dog on lead message.
A positive outcome is that the number of off leash dogs detected reduced in the past month, from 23 in the ‘December’ period to 11 in the ‘January’ period. There has also been only one second offence issued, which could indicate that the patrols and reserve signage is having an effective educative impact. However, Local Law officers are also recording the number of on-leash dogs in the Reserve and it is a concern that non-compliance is in the order of 10 - 15% of dog owners.

The non-compliance level of 10 - 15% suggests that it will take additional time and a sustained blitz before off leash dogs are a rare event in the Reserve. However, without additional resourcing, the blitz cannot be sustained indefinitely, since the focusing of Local Law resources on the Reserve is impacting on capacity to maintain patrols in other areas. In the January period, there have been 31 warnings and 4 infringements issued for off leash dogs in the broader municipality, highlighting the importance of a holistic focus to off leash dog enforcement.

Council has approached the City of Port Phillip seeking assistance to communicate with registered dog owners residing within their municipality.

Council will also look at opportunities to leverage community groups for increasing community education regarding dogs off leash behaviour.

It is proposed to continue the blitz until the end of March 2019 to enable the further collection and review of data. However, if the objective is to ensure that there are no (or very low levels) of off leash dogs in the reserve, it appears that the above local law enforcement alone may not be able to achieve this outcome.

**Recommendation**

That Council:

a) notes the report on Elsternwick Park Nature Reserve enforcement; and

b) continues the current enforcement approach until the end of March 2019.

**Support Attachments**

Nil
Considerations and implications of recommendation

Liveable community

Social
Pets are an important part of the Bayside community and bring significant health and wellbeing and social benefits to owners.

Effective enforcement ensures the competing needs of the community are addressed.

Natural Environment
In managing pets, local government has responsibility to manage activities and environmental factors that have an impact on the whole community by regulating, enforcing and educating dog owners.

Built Environment
There are no built environment impacts as a result of this report.

Customer Service and Community Engagement
The nature of this report does not require formal community engagement. The activities are consistent with the Domestic Animal Management Plan, which involved significant community engagement. The enforcement activities are also consistent with Council’s Modern Regulator focus.

Human Rights
The implications of this report are not considered likely to breach or infringe upon the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal
A recent Municipal Association of Victoria alert has highlighted the potential liabilities associated with off leash dogs.

Finance
There are no financial implications as a result of this report. Local Law patrols are being undertaken within current resourcing levels.

Links to Council policy and strategy
The Domestic Animal Management 2017 – 2021, Compliance and Enforcement focus area includes an action to plan and manage provision for dog’s off leash in consideration of other park and foreshore activity needs.
Executive summary

Purpose and background

The purpose of this report is to present information on the technology, costs and options associated with the provision of an electronic parking data collection system integrated with real-time parking availability signage and app-based driver assistance.

At the Ordinary Meeting of Council on 23 October 2018, Council considered a report on the consultation and parking studies relating to the Black and Well Street car park proposals and resolved (in part) to:

‘investigate maximising the use of existing parking capacity in streets within a short walk to the Church Street activity centre using an electronic parking data collection system integrated with real-time parking availability signage and app-based driver assistance and receives a further report on the options and costs of proceeding with this technology in February 2019.’

Key issues

Providing car parking to satisfy the demands of all road users is one of the biggest challenges faced by Council. The demand for parking often outweighs the supply, particularly in activity centres, meaning that there is not enough parking supply available to provide everyone with a parking space.

The use of parking technology, to both maximise the utilisation of existing parking spaces and to ensure that sufficient parking opportunities exist for drivers, is increasing. Many Councils are opting to install intelligent parking systems to improve parking management to deliver greater public benefit. The most common technologies used to manage parking are vehicle detection sensors and fixed over-head cameras. Further information regarding these technologies is presented in Table 1 (overleaf).

Data Collection

The introduction of parking technology would facilitate the ongoing collection of car parking data, which would be used to inform Council’s future car parking policy approach for the provision of additional car parking spaces in the Church Street MAC. Key data collected would include:

- Occupancy rate – the ratio between the number of parked vehicles and the number of available car parking spaces, or parking capacity;
- Average parking time – the average time each vehicle spends in a parking space;
- Turnover rate – the average number of vehicles using the same car parking space over a specific period.
Church Street Major Activity Centre

The intent of the introducing parking technology within the Church Street MAC is to provide drivers with real-time information on parking availability within the core precinct.

Should a trial of parking technology be undertaken to manage parking within the Church Street Major Activity Centre, it is proposed to include the areas identified in Table 2 below and also shown in Attachment 1.

Table 1: Summary of available parking technology options

<table>
<thead>
<tr>
<th>How does the technology work?</th>
<th>Vehicle Detection Sensors</th>
<th>Fixed Over-Head Cameras</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Wireless sensors can either be directly mounted on the road surface, recessed within the road surface or placed beneath the road surface. The sensors work by detecting parked vehicles in parking spaces. Parking occupancy information is then relayed to the public via variable message parking signs located within the vicinity of the sensors as well as parking management officers via a web based application.</td>
<td>Fixed over-head cameras are stand-alone cameras that can be either fixed to existing street lights or installed on their own pole. The cameras monitor the arrival and departure of vehicles in a defined area. Parking occupancy information is then relayed to the public via variable message parking signs located within the vicinity of the cameras as well as parking management officers via a web based application.</td>
</tr>
<tr>
<td>Advantages</td>
<td>Battery powered with long lifespan (4 years). Accurate data that is enforceable in court.</td>
<td>Can monitor multiple parking spaces at a time.</td>
</tr>
<tr>
<td>Disadvantages</td>
<td>Each parking space needs its own sensor to monitor parking.</td>
<td>Require an unobstructed view of parking spaces. Potential 'invasion of privacy' perception from some members of the community regarding the use of fixed cameras. Requires mains power. Camera technology is still evolving.</td>
</tr>
<tr>
<td>Typical area of use</td>
<td>On-street parking spaces and off street car parks.</td>
<td>Off-street car parks.</td>
</tr>
</tbody>
</table>

Table 2: Potential car park locations to be managed

<table>
<thead>
<tr>
<th>Location</th>
<th>Type of Parking</th>
<th>Approximate Number of Spaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Church Street (between Male Street and New Street)</td>
<td>On-street</td>
<td>152</td>
</tr>
<tr>
<td>21-27 Well Street Car Park</td>
<td>Off-street</td>
<td>146</td>
</tr>
<tr>
<td>Car Park Behind 115 Church Street</td>
<td>Off-street</td>
<td>35</td>
</tr>
<tr>
<td>Black Street Car Park</td>
<td>Off-street</td>
<td>93</td>
</tr>
<tr>
<td>5 Well Street Car Park</td>
<td>Off-street</td>
<td>30</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
<td><strong>456</strong></td>
</tr>
</tbody>
</table>
Parking Technology Options for the Church Street Major Activity Centre

There are two options available associated with the introduction of parking technology within the Church Street MAC:

- Option 1 – Install in-ground vehicle detection sensors in all on-street and off-street parking spaces within the Church Street MAC; or

- Option 2 – Install in-ground vehicle detection sensors in all on-street parking spaces and use fixed over-head cameras to monitor parking off-street parking within the Church Street MAC, which can then be used to advise on the future provision of car parking within the Church Street MAC.

Parking occupancy data collected by the parking technologies is analysed and transmitted to electronic signage at strategic locations to provide real-time data to drivers about the number of vacant spaces in the area. Attachment 2 provides an example the type of electronic signs that would be used in the Church Street MAC. Information regarding parking availability can also be made available via a smartphone app to enable drivers to find out which location they may be able to find a vacant parking space.

The cost implications associated with each option, including electronic signage and a smartphone app, are considered further in the ‘Finance’ section of this report.

**Recommendation**

That Council:

1. notes the available technology options and costs associated with the introduction of parking technology within the Church Street Major Activity Centre;

2. undertakes community engagement activities associated with the introduction of parking technology as identified in Option 1 (in-ground vehicle detection sensors) in March 2019; and

3. receives a further report regarding the findings from the community engagement activities at a future Council meeting.

**Support Attachments**

1. Attachment 1 - Church Street Major Activity Centre - Proposed Parking Technology Trial Area (separately enclosed)

2. Attachment 2 - Example of Proposed Electronic Signs (separately enclosed)
Considerations and implications of recommendation

Liveable community

Social
The introduction of parking technology within the Church Street MAC would provide drivers with real-time information on parking availability within the core precinct. This would enable them to directly find available parking or consider searching for a vacant space in those streets within a short walk to the Church Street MAC where there is existing capacity to absorb parking. The use of parking technology would deliver greater public benefit through increased equity of access to parking. Decisions on travel mode to the Church Street MAC could be made in advance using the app.

Natural Environment
Car drivers circling in search of a vacant space within the Church Street MAC add to localised congestion within the core precinct. The provision of real-time parking data would reduce the number of drivers searching for a space within the core precinct at times of low parking availability. Any reduction in localised vehicle congestion would have a positive impact on the natural environment through a reduction in vehicle emissions.

Built Environment
The introduction of parking technology in the form of in-ground vehicle detection sensors would have a minimal impact on the built environment. The introduction of electronic signs within the activity centre would impact the existing streetscape and may result in the loss of some existing footpath trading, dependent on their location. However, the proposed location of the electronic signs would be carefully considered with any impacted traders to minimise impact on the existing streetscape, should parking technology be introduced within the Church Street MAC.

Customer Service and Community Engagement
It is proposed to undertake community engagement activities in March 2019 to obtain feedback on the use of parking technology within the Church Street MAC, as identified in Option 1 (in-ground vehicle detection sensors). The findings from the community engagement activities will inform a recommendation regarding the introduction of parking technology within the Church Street MAC to be presented to a future Council meeting.

Human Rights
The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal
There are no legal implications associated with this report.

Finance
Indicative costs have been obtained in relation to the two parking technology options identified within this report, as well as the cost of providing eight electronic signs. It should be noted that the installation of parking technology would attract an ongoing monthly maintenance fee from all parking technology providers for as long as the technology is used.
### Option 1 – Vehicle Detection Sensors in all on-street and off-street parking spaces

<table>
<thead>
<tr>
<th></th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicle Detection Sensors</td>
<td>$40,128</td>
</tr>
<tr>
<td>Monthly support and maintenance (ongoing)</td>
<td>$5,472</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$45,600</strong></td>
</tr>
</tbody>
</table>

### Option 2 – Vehicle Detection Sensors in all on-street parking spaces and fixed over-head cameras in all off-street parking spaces

<table>
<thead>
<tr>
<th></th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicle Detection Sensors</td>
<td>$14,288</td>
</tr>
<tr>
<td>Monthly sensor support and maintenance (ongoing)</td>
<td>$2,280</td>
</tr>
<tr>
<td>Fixed Over-Head Cameras</td>
<td>$162,944</td>
</tr>
<tr>
<td>Monthly camera support and maintenance (ongoing)</td>
<td>$4,560</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$184,072</strong></td>
</tr>
</tbody>
</table>

Both parking technology options will require the installation of electronic signs to provide real-time data to drivers about the number of vacant spaces in the area. Both technology options communicate with the electronic signs to provide information on real-time parking availability. The indicative cost associated with the electronic signs is presented below. It is proposed that the associated parking signs will specify that the available parking spaces relate to free parking.

<table>
<thead>
<tr>
<th></th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electronic Signs x 8 (supply and install)</td>
<td>$101,301</td>
</tr>
<tr>
<td>Mains and power installation</td>
<td>$136,400</td>
</tr>
<tr>
<td>Project management fees</td>
<td>$40,500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$278,201</strong></td>
</tr>
</tbody>
</table>

The indicative costs associated with the use of a smartphone app which members of the public can use to view real-time parking data is a one-off fee of approximately $16,000.

Should Council wish to proceed with the installation of in-ground vehicle detection sensors as outlined in Option 1 and the installation of electronic signs within the Church Street MAC, the provisional cost estimate is approximately $318,329, with monthly ongoing maintenance costs of approximately $5,472. It should be noted that the provisional cost may be subject to fluctuation as the procurement of parking technology would need to be undertaken through a competitive tendering process.

### Links to Council policy and strategy

The investigation of options associated with the introduction parking technology within the Church Street MAC contributes to Goal 2 ‘Transport’ within the 2017-21 Council Plan by addressing the specific action to ‘update and implement the Integrated Transport Strategy to reflect the new Council’s priorities, including, opportunities for increased parking capacity in activity centres and ‘private car park sharing’ for residents.’

The Bayside Integrated Transport Strategy 2018 also contains actions to:

- ‘Ensure that parking in activity centres is managed so available spaces are used more efficiently to enable appropriate turnover’; and

- ‘Install parking sensors in Bay Street, Church Street, Hampton Street, Sandringham Village, Martin Street, Beaumaris Concourse and the Black Rock Activity Centres in both on and off-street parking spaces.’
**Options considered**

**Option 1 - Recommended**

| Summary | Undertake community engagement activities associated with the introduction of in-ground vehicle detection sensors in all on-street and off-street parking spaces within the Church Street MAC. |
| Benefits | The parking technology would provide drivers with real-time information on parking availability within the Church Street MAC and assist with maximising the use of existing parking capacity. |
|           | In-ground vehicle detection sensors are less obtrusive than the use of fixed over-head cameras. |
|           | Data collected on car parking would be used to inform Council’s future car parking policy approach. |
| Issues | The introduction of electronic signs within the Church Street MAC would impact the existing streetscape. |

**Option 2 – Not Recommended**

| Summary | Undertake community engagement activities associated with both the introduction of in-ground vehicle detection sensors in all on-street parking spaces, and the use of fixed over-head cameras to manage parking off-street parking within the Church Street MAC. |
| Benefits | The parking technology would provide drivers with real-time information on parking availability within the Church Street MAC and assist with maximising the use of existing parking capacity. |
|           | Data collected on car parking would be used to inform Council’s future car parking policy approach. |
| Issues | The introduction of fixed cameras within the off-street car parks of the Church Street MAC may be opposed by some members of the community. |
|           | The introduction of electronic signs within the Church Street MAC would impact the existing streetscape. |

**Option 3 – Not Recommended**

| Summary | Do not pursue the introduction of parking technologies within the Church Street MAC. |
| Benefits | There are no benefits associated with this option. |
| Issues | The utilisation of the existing parking supply within the Church Street MAC will be difficult to manage without the introduction of parking technologies. |
10.5 ENVIRONMENTAL SUSTAINABILITY FRAMEWORK ACTION PLAN 2019–2023

Environment, Recreation & Infrastructure - Environment
File No: PSF/19/955 – Doc No: DOC/19/26936

Executive summary

Purpose and background

The purpose of this report is to present the updated Environmental Sustainability Framework (ESF) Action Plan for 2019-2023 (Attachment 1).

At the Ordinary Meeting of Council on 24 May 2016, Council adopted the ten-year Environmental Sustainability Framework 2016-2025; and also resolved to receive a report annually on the progress and updates to the ESF Action Plan.

The role of the ESF is to provide consistent direction and guidance for environmental planning and decision-making within Council. The ESF contains the following four goals:

Goal 1: Leading the way - Bayside City Council operating as a model of environmental sustainability.

Goal 2: Community Partnerships – Supporting an empowered and connected community that acts locally to reduce consumption and live sustainably.

Goal 3: Resilience – developing community and ecosystem resilience for current and future climate change impacts.

Goal 4: Sustainable Places – Advocating and influencing for healthier ecosystems and more liveable Bayside urban areas and infrastructure.

Within each of these goals a number of Strategic Objectives, Targets and Indicators are identified across ten environmental themes, developed to help prioritise and achieve each of the goals. These themes are: Biodiversity; Environmental Citizenship; Sustainable Buildings; Sustainable Business; Sustainable Development; Sustainable Procurement; Sustainable Transport; Sustainable Water; Zero Carbon and Waste Management.

The ESF sets out a program of actions in a separate four-year Bayside Environmental Sustainability Action Plan. The Action Plan provides specific actions, measures, timelines and budget to monitor success in achieving these objectives.

The ten-year Framework is assessed annually to monitor progress against targets and to inform annual works plans. The annual report on the implementation of the ESF Action Plan has been presented to Council at its Ordinary Meetings on 25 July 2017 and 21 August 2018.

The ESF is also formally reviewed biennially to review issues, risks, and priorities, and determine the overall success of achieving the actions. This was due in November 2018 was rescheduled to Council’s Ordinary Meeting in February 2019, so that the findings and recommendations of the Environmental Sustainability Service Review could be included in the updated ESF Action Plan 2019-2023. The recommendations of the Environmental Sustainability Service Review were adopted by Council at its Ordinary Meeting on 18 December 2018.
Key issues

The *Environmental Sustainability Action Plan (2016-2019)* contained 81 actions. As reported to Council in August 2018, thirty-six of the original actions contained within the ESF had been successfully completed by the end of 2017/2018. The updated *ESF Action Plan 2019-2023* contains 71 actions.

Key actions are to:

- Deliver the Environmental Citizenship Program, to increase community awareness and engagement in environmental sustainability;
- Implement the Carbon Neutrality Action Plan, including the procurement of renewable energy and continued installation of solar panels on Council owned buildings;
- Introduce a combined food and garden waste recycling service, including communications and education activities;
- Implement the Sustainable Infrastructure Policy and Guidelines, to ensure resource efficient use of buildings;
- Deliver projects from the Integrated Water Management (IWM) Forum Strategic Directions Statement to improve stormwater quality and drainage to Port Phillip Bay;
- Develop and implement an education program to reduce use of single-use plastic in Council premises and leased buildings;
- Investigate opportunities for advanced waste resource recovery treatment and processing;
- Continue to deliver sustainability initiatives to support other Plans and Policies, such as the Biodiversity Plan 2018, Recycling and Waste Management Strategy 2018, and delivering Sustainable Procurement training for all Council staff.

How are new actions included in the Action Plan?

New ESF actions were developed and prioritised using pre-determined guidelines for planning and decision making. These guidelines take into account Council’s responsibility, the responsiveness of the action to risk, the viability of the proposal, value for money of the proposal, whether the proposal meets the environmental commitments and any considers other sustainability benefits. Decisions about environmental sustainability actions are made according to the Decision-Making Matrix in Figure 1 overleaf.

<table>
<thead>
<tr>
<th>SUSTAINABILITY BENEFIT</th>
<th>COST</th>
<th>LOW</th>
<th>MEDIUM</th>
<th>HIGH</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIGH</td>
<td></td>
<td>‘Quick wins’</td>
<td>Worth considering</td>
<td>Requires strong triple bottom line business case</td>
</tr>
<tr>
<td>MED</td>
<td></td>
<td>Worth considering</td>
<td>Requires strong triple bottom line business case</td>
<td>Not worth considering</td>
</tr>
<tr>
<td>LOW</td>
<td></td>
<td>May be worth considering if easy to implement and has community support</td>
<td>Not worth considering</td>
<td>Not worth considering</td>
</tr>
</tbody>
</table>

*Figure 1. Decision-Making Matrix, from p.11 Environmental Sustainability Framework 2016-2025.*
Recommendations from the Environmental Sustainability Service Review report and the Environmental Citizenship Research project, both conducted in 2018, have been included in the updated *ESF Action Plan 2019-2023*.

Since the ESF Action Plan 2016-2019 was developed, the following new strategies and plans have been endorsed by Council: the Sustainable Infrastructure Policy 2017; the Procurement Policy 2018, the Bayside Biodiversity Action Plan 2018, the Recycling and Waste Management Strategy 2018-2027 and the Integrated Transport Strategy 2018. Environmental sustainability actions have been successfully integrated into these Plans and Strategies. The ESF Action Plan has therefore been amended to align with these new Strategies and Plans to minimise duplication of actions.

Actions which have been completed in the ESF Action Plan 2016-2019 have been removed.

Actions which were listed as ‘Ongoing’ in the ESF Action Plan 2016-2019 have been included with a timeframe for completion.

Actions have been partially or wholly completed, as reported in the annual report on the implementation of the ESF Action Plan, and considered to be worth further implementation, have been included for continued implementation.

Strategic Objectives, Targets and Indicators have only been updated where new information in Strategies and Plans endorsed by Council has superseded those Strategic Objectives, Targets and Indicators in the Action Plan 2016-19. The intent of the ESF as developed with significant community engagement and input has not been altered in updating the Action Plan.

**Recommendation**


**Support Attachments**

1. Attachment 1 - Environmental Sustainability Framework Action Plan 2019-2023
Considerations and implications of recommendation

Liveable community

Social
The implementation of the ESF relies on strong partnerships with the Bayside community, government agencies, council alliances, community organisations and businesses. Actions implemented to date have aimed to strengthen these partnerships and provide the basis for future work to build the capacity of Council and the community to care for the environment, minimise the use of resources, adapt to the impacts of climate change and minimise environmental impacts.

Natural Environment
Actions from the ESF assist in protecting and improving the quality of the natural environment, including the protection and enhancement of biodiversity, minimising Council's contribution to climate change, adapting to the impacts of climate change and using natural resources more wisely.

Built Environment
The implementation of the ESF will ensure that Council's buildings and infrastructure is planned, built and maintained to an acceptable standard.

Customer Service and Community Engagement
Extensive community engagement was undertaken during the development of the ESF. It is important that the community remains informed of the delivery of actions that achieve the ESF objectives.

Internal engagement with Council Departments will occur prior to the implementation of new actions, to communicate responsibility and support monitoring and reporting.

Human Rights
The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the Victorian Chamber of Human Rights and Responsibilities Act 2006.

Legal
There are no legal implications associated with this report.

Finance
Funding has been allocated in the 2018/19 budget for the reported actions. Many of the actions are included in Council’s ongoing operating budget. Funding for new actions that are outside of existing resources will be considered as part of the 2019/20 budget. Funding will be sought for actions in future budgets as required and subject to Council approval.

Links to Council policy and strategy
The implementation of actions contained with the ESF is aligned with the Bayside Community Plan 2025 which identifies the community aspiration that: “By 2025, both community and Council will be environmental stewards, taking action to protect and enhance the natural environment and balancing appreciation and use with the need to protect natural assets for future generations.” The implementation of the ESF actions is also aligned with Goal 5 of the Council Plan 2017 – 2021 – ‘Environment’.
Options considered
The actions included in the updated Environmental Sustainability Framework Action Plan for 2019-2023 have been presented for discussion by Council, and amendment prior to adoption by Council. No further options are considered.
Purpose

The Environmental Sustainability Framework 2018–2025 (the ESF) sets consistent direction and guidance for environmental planning and decision-making within Bayside City Council. It aligns with Council’s vision and framework ‘Making Bayside a Better Place’ and provides clarity, focus and actions for maintaining a high level of liveability and wellbeing for the community – the top priority for Council.

Our Environmental Commitment

Bayside City Council is going to safeguard the environment for current and future generations. We will do this by making decisions based on the best available evidence and our learning. We will make sustainable decisions that deliver balanced economic, social and environmental benefits.

Bayside City Council’s environmental commitment is to:

- Work in partnership and build strong relationships with our community, government agencies, community organisations and businesses.
- Minimise Council’s own ecological footprint
- Advocate for outcomes that deliver high environmental standards and protection.
- Engage with and build the capacity of the community to care for the environment and minimise their own ecological footprint
- Lead by example and demonstrate our commitment to environmental sustainability
- Use Council’s legislated and regulatory authority to deliver required standard of environmental outcomes and protection

The Four Goals

Four goals arose from the consultations to develop the ESF:

Goal 1: Leading the Way

Bayside City Council operates as a model of environmental sustainability.

Goal 2: Community Partnerships

Supporting an empowered and connected community that acts locally to reduce consumption and live sustainably.

Goal 3: Resilience

Developing community and ecosystem resilience for current and future climate change impacts.

Goal 4: Sustainable Places

Advocating and influencing for healthier ecosystems and more liveable Bayside urban areas and infrastructure.

The Ten Themes and the Bayside Environment

The ten themes are focus areas which help us to prioritise and achieve the four goals. The ten themes are: biodiversity, environmental citizenship, sustainable buildings, sustainable businesses, sustainable development, sustainable procurement, sustainable transport, sustainable water, waste management, and zero carbon.

These Ten Themes have formed the structure for measuring the state of Bayside’s Environment.
Bayside Environmental Sustainability Action Plan (2019-2023)

The four-year Bayside Environmental Sustainability Action Plan (2019-2023) provides specific actions, measures, timelines and budget to monitor our success in achieving these objectives.

The ten-year Framework is reviewed biennially to review issues, risks, priorities and determine the overall success of achieving the actions.

New actions are developed and prioritised using pre-determined guidelines for planning and decision making. These guidelines take into account Council’s responsibility, the responsiveness of the action to risk, the viability of the proposal, value for money of the proposal, whether the proposal meets the environmental commitments and any considers other sustainability benefits. Decisions about environmental sustainability actions will be made according to the decision-making matrix, illustrated opposite (fig. 1).

Implementation

In order to implement these actions, an Implementation Plan is developed and reviewed annually. Accountability for delivering the actions in this strategy will be embedded into existing systems.
### 2019-2023 ACTIONS

The Environmental Sustainability Action Plan 2018-2019 contained 81 actions developed for the 10 year Framework period. The actions to be completed under the Framework in the updated ESF Action Plan 2019-2023 are provided in this summary. This Action Plan contains 71 actions. The actions and the Action Plan will be reviewed in 2020. For budget specifics, please contact Council.

<table>
<thead>
<tr>
<th>OBJECTIVES</th>
<th>INDICATORS</th>
<th>GOAL</th>
<th>LEAD / PARTNERS</th>
<th>ACTION</th>
<th>TIMING</th>
<th>HOW MONITORED</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIODIVERSITY</td>
<td>Increase in number of participants in Friends of Bayside groups’ activities</td>
<td>GOAL 2</td>
<td>Open Space; Environmental Sustainability</td>
<td>Continue to deliver the ‘Gardens for Wildlife’ program to promote local biodiversity</td>
<td>2019/20</td>
<td>Number of participants; Properties involved</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Environmental Sustainability</td>
<td>Promote biodiversity education to children</td>
<td>2020/21</td>
<td>Register of number of kindergartens participating</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Open Space</td>
<td>Continue to support local Friends Groups by providing equipment, materials and knowledge to promote and conserve biodiversity</td>
<td>2019/23</td>
<td>Friends of Bayside attendance records; Number of residents participating</td>
</tr>
<tr>
<td></td>
<td>Maintain natural biodiversity assets and increase conservation effort in areas requiring attention. This includes objectives to:</td>
<td></td>
<td>Open Space</td>
<td>Implement high priority actions from the Biodiversity Action Plan 2018</td>
<td>2021/22</td>
<td>As per Biodiversity Action Plan 2018</td>
</tr>
<tr>
<td></td>
<td>• Increase landscape scale connectivity of indigenous and other vegetation.</td>
<td></td>
<td></td>
<td>Introduce a Data Monitoring collection system for the Biodiversity Action Plan</td>
<td>2019/20</td>
<td>Monitoring data collection system in place</td>
</tr>
<tr>
<td></td>
<td>• Increase Council and community knowledge of natural assets including changes in condition on Council managed reserves, foreshore and parks</td>
<td></td>
<td></td>
<td>Assess the population status of locally regionally and/or state significant rare or threatened species</td>
<td>2020/21</td>
<td>Research completed and management strategies developed</td>
</tr>
<tr>
<td></td>
<td>• Reduce negative impacts of pest plants and animals on native flora and fauna</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Increase biodiversity and ecosystem health improvements on private land</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Increase tree canopy cover</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Increased habitat area, health and biodiversity</td>
<td>GOAL 4</td>
<td>Open Space</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Increased tree canopy cover</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Number of trees planted in streets, parks, foreshore and bushland reserves; target of 2000 trees</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>90% of new trees planted on nature strips within the Vegetation Protection Overlay Schedule 3 are indigenous species</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Number of indigenous plants available for Council use and private sale and sold from the Bayside Community Plant Nursery meets targets of 125,000 plants available, 125,000 plants sold</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Number of plants sold of each species</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Goal 1
**Environmental Sustainability**
- **Objective**: Increase staff awareness and understanding of environmental sustainability.
- **Indicators**:
  - Increase in number of staff engaged in environmental sustainability training.
  - Increase in awareness among staff and community.

## Goal 2
**Environmental Engagement**
- **Objective**: Develop a Communications Plan and engagement activities to promote environmental sustainability.
- **Indicators**:
  - Increase in engagement through community workshops.
  - Increase in media coverage and social media engagement.

## Action Plan
<table>
<thead>
<tr>
<th>Objective</th>
<th>Indicator</th>
<th>Lead/Partner</th>
<th>Action</th>
<th>TIMING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal 1</td>
<td>Increase number of staff engaged in environmental sustainability training</td>
<td>Environmental Sustainability</td>
<td>Increase in number of staff engaged in environmental sustainability training</td>
<td>2020/21</td>
</tr>
<tr>
<td>Goal 2</td>
<td>Develop a Communications Plan and engagement activities</td>
<td>Environmental Engagement</td>
<td>Develop a Communications Plan and engagement activities</td>
<td>2019/20</td>
</tr>
</tbody>
</table>

**Attachment 1**
Item 10.5 – Reports by the Organisation
## SUSTAINABLE BUILDINGS

**Goal 1**

**Indicator:** Increase in number of new and retrofitted Council buildings to achieve Council Sustainable Infrastructure Policy requirements in design and documentation.

- **Objectives:**
  - Increase in number of Council buildings meeting Sustainable Infrastructure Policy requirements for energy, water, waste and indoor air quality.
  - Increased occupancy and use of Council owned buildings.

<table>
<thead>
<tr>
<th>Objective</th>
<th>Lead / Partners</th>
<th>Action</th>
<th>Timing</th>
<th>How Monitored</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sustainability; Environmental Sustainability; City Assets &amp; Projects</td>
<td>Implement Sustainable Infrastructure Policy and Guidelines to ensure resource efficient use of buildings and building design incorporates specifications on minimum performance standards for products, technologies and services to help meet Sustainable Infrastructure Policy objectives.</td>
<td>2020/21</td>
<td>Project designs reviewed</td>
<td></td>
</tr>
<tr>
<td>Environmental Sustainability; City Assets &amp; Projects; Procurement</td>
<td>Implement Procurement Policy 2018 clauses relating to Sustainable Procurement.</td>
<td>2020/21</td>
<td>Revised policy reflected in new contracts; Waste, Water, Energy databases</td>
<td></td>
</tr>
<tr>
<td>Environmental Sustainability; EMP; City Assets &amp; Projects</td>
<td>Establish a process to ensure sustainability principles are considered as part of the development of capital works projects, including the determination of those criteria used to assess the sustainability credentials of proposed projects.</td>
<td>2018/19</td>
<td>Process established and approved under Project Management Framework</td>
<td></td>
</tr>
<tr>
<td>OBJECTIVES</td>
<td>INDICATORS</td>
<td>GOAL</td>
<td>LEAD / PARTNERS</td>
<td>ACTION</td>
</tr>
<tr>
<td>------------</td>
<td>------------</td>
<td>------</td>
<td>----------------</td>
<td>--------</td>
</tr>
<tr>
<td>SUSTAINABLE BUSINESS</td>
<td>Increase community awareness and engagement in environmental sustainability Council to engage with small – medium sized businesses to: Increase in waste diversions; Decrease in water consumption; Increase use of renewable energy; Increase in energy efficiency</td>
<td>Increase in ratings from survey of businesses on participation and support for environmental sustainability initiatives Increase in environmental action supported by spot sampling, audits and data from other agencies on: Waste types and volumes Water volumes Rates of renewable energy Net municipal greenhouse gas emissions</td>
<td>GOAL 1 Environmental Sustainability; Economic Development; Environmental Health</td>
<td>Develop a local business and events program to promote sustainability initiatives by businesses and traders associations</td>
</tr>
<tr>
<td>SUSTAINABLE DEVELOPMENT</td>
<td>Improved environmental standards for new residential and commercial buildings and renovations in the planning approval process. Environmental Sustainability requirements incorporated into planning scheme process, including BESS or equivalent rating tool Increased number of completed new developments achieving BESS or or equivalent rating tool requirements in Bayside</td>
<td>Environmental Sustainability; Development Services (Statutory Planning)</td>
<td>Review interdependent processes and develop a Service Level Agreement between Environmental Sustainability and Development Services relating to internal Statutory Planning referrals</td>
<td>June 2019</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Environmental Sustainability; Statutory Planning; Council Alliance for Sustainable Built</td>
<td>Continue to embed Environmentally Sustainable Design (ESD) principles in planning scheme and processes utilising Council’s membership to CASBE</td>
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<tr>
<td>OBJECTIVES</td>
<td>INDICATORS</td>
<td>GOAL</td>
<td>LEAD / PARTNERS</td>
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<tr>
<td>Environmental (CASBE)</td>
<td></td>
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<td>Integrate use of the Built Environment Sustainability Scorecard (BESS) to guide staff and developers</td>
</tr>
<tr>
<td>Environmental Sustainability; Statutory Planning; CASBE</td>
<td></td>
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<td></td>
<td>After embedding sustainability principles into planning processes, examine opportunities to improve the enforcement of planning permit conditions associated with sustainability principles.</td>
</tr>
<tr>
<td>Environmental Sustainability; Urban Strategy</td>
<td></td>
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<td></td>
<td>Develop voluntary guidelines for design and material selection for development in coastal areas to reduce climate change vulnerability</td>
</tr>
</tbody>
</table>

- Council capital works projects considered Environmental Sustainability in planning, design, construction and operation, 80% of capital works projects to include and consider environmental sustainability in design and documentation by 2020.

- Environmental Sustainability; City Assets & Projects                  |            |      |                | Develop internal environmental design standards for capital works projects in design, construction, operation, fit out and in consideration of the community to include indoor air quality, energy, water, waste, transport, materials, biodiversity and carbon emission considerations | 2020   | Process developed for internal environmental design standards |
## Sustainable Procurement

<table>
<thead>
<tr>
<th>Objectives</th>
<th>Indicators</th>
<th>Goal</th>
<th>Lead/Partners</th>
<th>Action</th>
<th>Timing</th>
<th>How Monitored</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase Council procurement of low greenhouse gas emissions, water and materials-intensive and non-toxic products and services</td>
<td>Sustainability criteria are included in Requests For Quotes. Increase in percentage of expenditure on sustainable purchases against total expenditure on relevant goods and services, from 2018/19 baseline</td>
<td>GOAL 1</td>
<td>Environmental Sustainability, Procurement, Human Resources</td>
<td>Continue to deliver sustainable procurement training for all Council staff and ensure training is included in the training calendar</td>
<td>2019/20</td>
<td>Staff training records</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Procurement, Environmental Sustainability</td>
<td>Continue to measure sustainable purchasing by the organisation, and report against the 2018/19 baseline</td>
<td>2020/21</td>
<td>Supplier and contractor data</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Events, Environmental Sustainability</td>
<td>Continue to work with Events team to embed sustainability into the Events Policy</td>
<td>2020/21</td>
<td>Annual review of Event Plans</td>
</tr>
<tr>
<td>Production and consumption of local food by residents, schools and businesses. Participation in community food activities including community gardens, food swaps and local farmers’ markets.</td>
<td>Increase in ratings from biennial environmental citizenship survey, including behaviour regarding local food production and consumption practices. Increased number of community food activities</td>
<td>GOAL 2</td>
<td>Environmental Sustainability; Open Space</td>
<td>Promote food growing within the community</td>
<td>2020/21</td>
<td>Number of workshops and attendees</td>
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<tr>
<td></td>
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<td></td>
<td>Environmental Sustainability; Open Space</td>
<td>Continue to work with the community to assist in them establishing community gardens and other sustainability food activities</td>
<td>2020/21</td>
<td>Number of community gardens and other sustainability food activities.</td>
</tr>
<tr>
<td>OBJECTIVES</td>
<td>INDICATORS</td>
<td>GOAL</td>
<td>LEAD / PARTNERS</td>
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<tr>
<td>SUSTAINABLE TRANSPORT</td>
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<tr>
<td>Reduce greenhouse gas emissions intensity of Council’s fleet and staff travel to work by 2020</td>
<td>30% reduction in greenhouse gas emissions per kilometre travelled (kgCO₂-e/km) Decreased number of staff travelling to work by car</td>
<td>GOAL 1 Environmental Sustainability; Finance (Fleet)</td>
<td>Minimise the environmental impact of Council’s vehicle fleet</td>
<td>2020/21</td>
<td>Measurement of greenhouse emissions per km</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Environmental Sustainability; Transport Planner</td>
<td>Review, update and implement Council’s Green Travel Plan to promote and encourage sustainable travel choices amongst staff</td>
<td>2019/20</td>
<td>Staff travel survey</td>
<td></td>
</tr>
<tr>
<td>Promote and encourage sustainable transport choices to the community</td>
<td>Increase in ratings from biennial environmental citizenship survey, including behaviour regarding active transport</td>
<td>GOAL 2 Transport Planner; Environmental Sustainability</td>
<td>Continue to promote Bayside’s network of shared paths</td>
<td>2020</td>
<td>Evidence of promotion</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Events, Environmental Sustainability</td>
<td>Continue to provide temporary secure bike parking at council run community events to encourage the community to ride rather than drive to these events</td>
<td>2020/21</td>
<td>Review of events to determine use of bike parking</td>
<td></td>
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<td></td>
<td></td>
<td>Transport Planner; Environmental Sustainability, Communications</td>
<td>Develop a Communications Plan for the Integrated Transport Strategy 2019</td>
<td>2020/21</td>
<td>Communications Plan developed</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Transport Planner; Traffic Management</td>
<td>Facilitate the introduction of car share schemes through the development of policy tools to enable access to on-street parking for such schemes</td>
<td>2020/21</td>
<td>Report on facilitation meetings</td>
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<tr>
<td>OBJECTIVES</td>
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<tr>
<td>Better quality and more integrated transport infrastructure in Bayside to</td>
<td>support public transport, cycling and walking to reduce car trips and emissions in Bayside.</td>
<td></td>
<td></td>
<td>Deliver the Integrated Transport Strategy</td>
<td>2022/23</td>
<td>Delivery of actions in the ITS</td>
</tr>
<tr>
<td>Community and business support for and participation in active, public and</td>
<td>low-carbon transport options.</td>
<td></td>
<td></td>
<td>2018</td>
<td></td>
<td>2018</td>
</tr>
<tr>
<td></td>
<td>Increase in use of sustainable transport modes to work by residents.</td>
<td>GOAL 4</td>
<td>Transport Planner</td>
<td></td>
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<td></td>
<td>Community satisfaction rating for local streets and footpaths maintained above 63.</td>
<td></td>
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<td></td>
<td>Local Government Community Satisfaction Survey index score.</td>
<td></td>
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<tr>
<td></td>
<td>Community satisfaction rating for traffic management maintained above 58.</td>
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<td></td>
<td>Local Government Community Satisfaction Survey index score.</td>
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<tr>
<td>SUSTAINABLE WATER</td>
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<tr>
<td>Transition from using potable water to using recycled water or stormwater for Council operations and facilities where practical</td>
<td>Decreased percentage of potable water consumption from Council operations Increase percentage of Council water use from non-potable water sources 30% increase in water efficiency of Council buildings and operations; from 2014/15 baseline</td>
<td>GOAL 1</td>
<td>City Assets &amp; Projects</td>
<td>Continue to implement corporate centre audit water recommendations</td>
<td>2021/22</td>
<td>Retrospect completed with water metering Water databases</td>
</tr>
<tr>
<td>Reduced potable water consumption per household</td>
<td>Increase in environmental action supported by spot sampling, audits and data from other agencies on Water consumption per household</td>
<td>GOAL 2</td>
<td>Environmental Sustainability; South East Water</td>
<td>Continue to work with South East Water to deliver a range of education programs and activities to achieve greater involvement and understanding</td>
<td>2020/21</td>
<td>Water education programs and activities delivered; South East Water consumption data</td>
</tr>
<tr>
<td>Improve the quality of stormwater entering the Bay Retain more stormwater in the landscape Manage storm water, debris and waste to protect the water quality of the Bay and enhance the environment</td>
<td>EPA Beach Report Water Quality Indicators for Bayside beaches Number of actions identified in the Coastal Management Plan 2014 completed by 2019</td>
<td>GOAL 4</td>
<td>City Assets &amp; Projects; Environmental Sustainability, Open Space</td>
<td>Deliver projects from Integrated Water Management Strategy 2019 and IWM Forum Strategic Directions Statement relating to improving stormwater quality and drainage to Port Phillip Bay</td>
<td>2020/21</td>
<td>Projects delivered from IWM Action Plan and IWM Forum SOS</td>
</tr>
<tr>
<td>Urban Strategy</td>
<td>Continue to implement clause 22.10 of the planning scheme that is Water Sensitive Urban Design</td>
<td></td>
<td>Urban Strategy</td>
<td>Continue to implement clause 22.10 of the planning scheme that is Water Sensitive Urban Design</td>
<td>2020/21</td>
<td>Number of planning approval with clause 22.10</td>
</tr>
<tr>
<td>GOAL</td>
<td>INDICATORS</td>
<td>ACTION</td>
<td>TIMING</td>
<td>LEAD PARTNERS/AGENDA ITEMS</td>
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<tr>
<td>GOAL 2</td>
<td>Recycling and Waste Management</td>
<td>Investigate and assess opportunities for advanced waste resource recovery treatment and processing</td>
<td>2021/22</td>
<td>Report on assessed opportunities for advanced waste resource recovery treatment and processing completed</td>
<td></td>
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</tr>
<tr>
<td>GOAL 3</td>
<td>Environmental Sustainability &amp; Recycling</td>
<td>Continue to deliver a range of education initiatives to achieve greater resource recovery</td>
<td>2021/22</td>
<td>Community participation feedback</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>OBJECTIVES</th>
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<tbody>
<tr>
<td>Reduce the percentage of waste to landfill from Council operations</td>
<td>DG% reduction in Council generated waste from 2013-14 baseline</td>
<td>2021/22</td>
<td>Strategy Actions completed</td>
</tr>
<tr>
<td>Increase the percentage of recyclables from kerbside collections</td>
<td>Percentage increase in recyclable and green waste from 2013-14 baseline</td>
<td>2021/22</td>
<td>Strategy Actions completed</td>
</tr>
<tr>
<td>Increase the percentage of recyclables from kerbside collections</td>
<td>Percentage increase in recyclable and green waste from 2013-14 baseline</td>
<td>2021/22</td>
<td>Strategy Actions completed</td>
</tr>
<tr>
<td>Increase diversion of waste from landfill from kerbside collections</td>
<td>Percentage increase in diversion of waste from kerbside collections</td>
<td>2021/22</td>
<td>Strategy Actions completed</td>
</tr>
<tr>
<td>Increase diversion of waste from landfill from kerbside collections</td>
<td>Percentage increase in diversion of waste from kerbside collections</td>
<td>2021/22</td>
<td>Strategy Actions completed</td>
</tr>
<tr>
<td>Increase diversion of waste from landfill from kerbside collections</td>
<td>Percentage increase in diversion of waste from kerbside collections</td>
<td>2021/22</td>
<td>Strategy Actions completed</td>
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</tbody>
</table>

**Item 10.5 – Reports by the Organisation**

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<table>
<thead>
<tr>
<th>OBJECTIVES</th>
<th>INDICATORS</th>
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<tbody>
<tr>
<td>Recycling and Waste Management; Environmental Sustainability;</td>
<td></td>
<td></td>
<td>Support the introduction of combined food and garden waste recycling, including communications and education activities.</td>
<td>2021/22</td>
<td>Community participant evaluation feedback</td>
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</tr>
<tr>
<td>GOAL 4 Urban Strategy; Recycling and Waste Management; Environmental Sustainability</td>
<td></td>
<td></td>
<td>Reduces litter by supporting the: • upgrading of ageing bin infrastructure in public areas with innovative waste solutions • installing additional cigarette butt bins • assessing the frequency of public bin collection, and • trials for a visible Litter Patrol in Bayside Activity Centres</td>
<td>2021/22</td>
<td>Audits of public place litter and recycling</td>
<td></td>
</tr>
<tr>
<td>Environmental Sustainability; Recycling and Waste Management;</td>
<td></td>
<td></td>
<td>Develop and implement an education program to reduce use of single-use plastic in Council premises and leased buildings</td>
<td>2019/20</td>
<td>Program developed; Participant evaluation feedback</td>
<td></td>
</tr>
<tr>
<td>OBJECTIVES</td>
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<tr>
<td>ZERO CARBON</td>
<td>Achieve Carbon Neutrality by 2020.</td>
<td>Council greenhouse gas emissions (tonnes CO₂-e) Percentage of Council energy produced by renewable energy sources, 30% reduction in greenhouse gas emissions in Council buildings, by 2020, from 2012/13 baseline 5% annual reduction of Council's total greenhouse gas emissions</td>
<td>GOAL 1 Environmental Sustainability; City Assets &amp; Projects; South East Councils Climate Change Alliance</td>
<td>Implement the Carbon Neutral Action Plan 2018</td>
<td>2020/21</td>
<td>Actions completed; Quarterly review of Council's greenhouse gas emissions (tonnes CO₂-e); Biennial audit of carbon inventory</td>
</tr>
<tr>
<td></td>
<td>Environmental Sustainability; City Assets &amp; Projects</td>
<td>Continue to install solar panels based on the Solar Feasibility Study 2015, and investigate feasibility of installing solar on new and further Council-owned sites</td>
<td>2021/22</td>
<td>Number of feasible sites with solar panels installed</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Environmental Sustainability; City Assets &amp; Projects</td>
<td>Continue to assess feasibility of battery storage and new renewable energy technologies, and implement where feasible</td>
<td>2021/22</td>
<td>Report of feasibility of battery storage at sites</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Environmental Sustainability; South East Councils Climate Change Alliance</td>
<td>Continue to investigate opportunities and develop partnerships to fund renewable energy installation</td>
<td>2021/22</td>
<td>Report on renewable energy development opportunities investigated</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>City Assets &amp; Projects</td>
<td>Continue to increase annual overall percentage of low emission asphalt, recycled asphalt, and recycled aggregate in road and footpath construction</td>
<td>2021/22</td>
<td>Amount in tonnes per annum</td>
<td></td>
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<tr>
<td></td>
<td>Increase community use of renewable energy and decrease energy consumption per household</td>
<td>Increase in environmental action supported by spot sampling, audits and data from other agencies on: • Take-up rates of installed renewable energy • Net municipal greenhouse gas emissions • Energy consumption per</td>
<td>GOAL 2 Environmental Sustainability;</td>
<td>Continue to develop opportunities for Council to support a community solar power program for residents and businesses</td>
<td>2019/20</td>
<td>Number of opportunities developed; Participant evaluation feedback</td>
</tr>
<tr>
<td>OBJECTIVES</td>
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<tr>
<td>Council is prepared for and mitigating risks from climate change including:</td>
<td>household</td>
<td>Environmental Sustainability, Property City Assets &amp; Projects</td>
<td>Work with community groups or businesses who lease buildings from Council to reduce greenhouse gas emissions. As the largest lessee emitter, prioritise the Sandringham Family Leisure Centre</td>
<td>2019/20</td>
<td>Number of leased buildings tenants engaged</td>
<td></td>
</tr>
<tr>
<td>Drought and heat waves</td>
<td>Environmental Sustainability; South East Councils Climate Change Alliance</td>
<td>Develop and offer a solar bulk-buy program to residents and SMEs</td>
<td>2019/20</td>
<td>Program developed; Participant evaluation feedback</td>
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<tr>
<td>Coastal impacts including storm surges, sea-level rises and coastal erosion</td>
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<td>Disruptions to supply of essential services including electricity, fuel, water and food</td>
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<td>Heat-related asset failures (e.g. building cooling systems, road surfaces, etc.)</td>
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<td>Higher peak flows and local flooding</td>
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<td>Deterioration of buildings and other built surfaces</td>
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<tr>
<td>Deterioration of open space, stress on the natural environment and associated costs</td>
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<tr>
<td>Heat-related stress and mortality (particularly among vulnerable populations)</td>
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<tr>
<td>Community impacts: people particularly vulnerable to climate change impacts and less able to respond effectively include the elderly, the very young, people with disabilities or chronic illness, people on low incomes, people</td>
<td>Number of heatwave deaths, hospitalisations or other heatwave impacts (as compared to other municipalities) (Department of Human Services data)</td>
<td>Community Services, City Assets &amp; Projects; Environmental Health</td>
<td>Continue to support implementation of the Bayside Municipal Emergency Management Plan, including the Heatwave Plan</td>
<td>2021/22</td>
<td>Annual review of progress with actions</td>
<td></td>
</tr>
<tr>
<td>GOAL 3</td>
<td>Environmental Sustainability; South East Councils Climate Change Alliance</td>
<td>Continue to work with the Victorian and Australian Governments, and SECCA, to understand the impacts of climate change on our local community; identify gaps in information and knowledge to adapt, and; develop programs to minimise impacts and help the community prepare for impacts</td>
<td>2021/22</td>
<td>Renewed SECCA Membership and active participation; Community feedback</td>
<td></td>
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</tr>
<tr>
<td>Open Space, Environmental Sustainability; City Assets &amp; Projects; South East Councils Climate Change Alliance</td>
<td>Open Space, Environmental Sustainability; City Assets &amp; Projects; South East Councils Climate Change Alliance</td>
<td>Continue to implement actions in the Climate Change Strategy to better understand local impacts</td>
<td>2021/22</td>
<td>Review of progress with actions</td>
<td></td>
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<tr>
<td>City Assets &amp; Projects;</td>
<td></td>
<td>Ensure new community recreational facilities and upgrades along the coast are designed to be easily protected, raised or relocated, or have a shorter design life</td>
<td>2021/22</td>
<td>Review of facilities, both new and upgrades</td>
<td></td>
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<tr>
<td>OBJECTIVES</td>
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<tr>
<td>with poor quality housing, the homeless, new arrivals and those from diverse cultural backgrounds</td>
<td></td>
<td></td>
<td>City Assets &amp; Projects, Melbourne Water</td>
<td>Work with Melbourne Water to investigate areas of greatest risk from flooding due to extreme events and drainage failure, and investigate site specific solutions</td>
<td>2021/22</td>
<td>Reviewed Flood Management Plan</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Urban Strategy, Melbourne Water, DEWLP</td>
<td>Review and update existing planning overlays including Land Subject to Inundation Overlay (LSIO), Special Building Overlays (SBO) and Flood Overlays (FO)</td>
<td>2021/22</td>
<td>Planning overlay amendments passed</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Urban Strategy, DEWLP Association of Bayside Municipalities</td>
<td>Continued liaison with the State government regarding future coastal projects to provide guidance on the development of coastal vulnerability assessments and guidelines</td>
<td>2021/22</td>
<td>Documented liaison and active participation in projects</td>
</tr>
</tbody>
</table>
10.6 LOCAL AREA TRAFFIC MANAGEMENT POLICY REVIEW

Environment, Recreation & Infrastructure - Sustainability & Transport
File No: PSF/19/955 – Doc No: DOC/19/29693

Executive summary

Purpose and background
The purpose of this report is to present the revised Local Area Traffic Management (LATM) Policy (Attachment 1), which is due for a periodic update. The existing LATM Policy (Attachment 2) was adopted on 23 February 2016 and is due for review.

Key issues
LATM is a traffic management intervention concerned with the area-based planning and management of street space use to attain acceptable levels of speed, traffic volume and composition in local and collector streets, while increasing amenity and safety for residents and improving access for pedestrians and cyclists.

The LATM Policy reflects contemporary practice in LATM, and puts in place a set of principles and processes to develop LATM solutions through community engagement.

The revised policy incorporates only minor editorial changes from its previous version. There is no change to the intent of the Policy. No other changes are considered necessary in the update of this Policy.

The Policy has not presented any challenges or problems since 2016.

Recommendation
That Council adopts the revised Local Area Traffic Management Policy 2019 as shown in Attachment 1.

Support Attachments
1. Attachment 1 - Local Area Traffic Management Policy 2019 ↓
Considerations and implications of recommendation

Liveable community

Social
This Policy outlines how Council will consider the management of the speed and volume of traffic on the road network so that residential amenity and road safety for residents is maintained at reasonable levels.

This Policy is applicable to all local and collector streets within the municipality and aims to serve all residents, schools and businesses in an area where LATM is required. Those indirectly affected by the policy include all other users of the respective roads.

Natural Environment
The Policy outlines how Council will consider changes to the local street network to maintain traffic volumes, speeds and congestion at reasonable levels, thus minimising greenhouse gas emissions.

Built Environment
Local streets with lower vehicle speeds and lower traffic volumes have increased amenity and safety for residents and improved access for pedestrians and cyclists.

Customer Service and Community Engagement
This Policy specifies how Council will protect and enhance these characteristics through a community led approach. There is no change to the Policy intent in this revision.

There has been no identified issues in the implementation of this Policy in the last three years.

As there has been no change to the Policy intent and no issues with implementation of the Policy, there has been no specific community engagement on the LATM Policy 2019. Feedback in relation to the implementation of the existing Policy over the last three years have been considered as part of this Policy update.

Human Rights
The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal
Under the Road Management Act 2004, Council is responsible for traffic management within the local road network of Bayside.

Finance
The administration of this Policy is undertaken with current staff and no further resources are required through the update of this Policy.

Should the need for a LATM scheme be required, funding would be the subject of future capital budget considerations.
Links to Council policy and strategy

Council’s Community Engagement Policy has guided the development of the LATM Policy. Other documents relevant to this matter are the Road Safety Strategy, Bicycle Strategy and Walking Strategy.

The revision of the LATM Policy demonstrates the following strategic goals in the Bayside Council Plan 2017 - 2021:

Goal 2: Facilitate transport options to meet community needs; as the Policy guides the installation of suitable LATM treatments to maintain road and safety residential amenity to reasonable levels; and

Goal 8: Improve community engagement to inform Council decision making; as the Policy describes the community engagement undertaken as part of the review.
1 Policy intent

This policy has been developed to ensure a consistent, equitable and inclusive approach to the investigation, consultation, design, implementation and monitoring of Local Area Traffic Management (LATM) schemes.

When a request for a traffic management intervention is received an investigation is undertaken to determine the most appropriate course of action, recognising that a LATM scheme could be a potential solution.

LATM is a traffic management intervention concerned with the area-based planning and management of street space use to attain acceptable levels of speed, traffic volume and composition in local and collector streets, while increasing amenity and safety for residents and improving access for pedestrians and cyclists. The LATM process is not typically associated with the installation/removal of a traffic management device within any one given street due to the impact on adjoining streets of LATM treatments.

2 Purpose/Objective

This Policy:

- demonstrates a commitment to managing speeds and volumes of traffic on the street network through LATM;
- will guide effective community engagement to ascertain the demand or need for LATM to support good decision making;
- ensure that expectations are managed in an appropriate way in response to community needs; and
- establishes a framework to ensure that LATM is undertaken in a structured, inclusive and cost effective manner.
3 Definitions & Abbreviations

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<td>Local Area Traffic Management (LATM)</td>
<td>The introduction of physical measures aimed at enhancing amenity and safety, especially through speed reduction.</td>
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4 Scope
This policy is applicable to all local and collector streets within the municipality. Those directly affected by this Policy are all residents, schools and businesses in an area where a traffic management intervention is required. Those indirectly affected by the policy include all other users of these streets.

5 Policy statement
Managing the competing demands on our streets remains one of the most sensitive issues facing Council. Traffic management affects the whole community and must balance the needs of a broad range of street users with an appropriate level of amenity for the adjacent land uses.

Council recognises the numerous benefits from having local streets with lower traffic volumes and limited through traffic movement. This Policy and its associated procedure (C/PR/INF/347) specify how Council will protect and enhance these characteristics through a community led approach.

5.1 Managing Traffic on the Street Network

The prime determinant of the management of any given street within the network is what the street is used for, and its relationship to other streets to which it connects. The street network serves a multitude of purposes and functions, which creates a challenge for traffic management. On one hand, those living and working along streets seek to use them as places where social and economic exchange occurs, for walking or cycling between destinations and for access purposes and parking. These activities can all be satisfactorily carried out if the traffic flow is light and vehicle speeds are low. However, when drivers use streets to move from one place to another to avoid congested areas this may result in increased traffic volumes and higher speeds. This impacts those living near and using local streets.

Council will endeavour to balance the needs of various users where the movement function will be restricted or discouraged through LATM. These are streets which have been designated as secondary streets, that is collector and local streets. The Council’s Road Asset Management Plan lists every collector and local street within Bayside.
5.2 **Community Based Approach**

Vehicle flows on many urban streets within Bayside have been steadily increasing due to such influences as increased population, increased levels of motor vehicle ownership and changing travel behaviours, such as the social change of driving children to school.

As traffic demand has built up on arterial roads, motorists have used, and continue to use, local streets to avoid the most congested areas. This has led to a gradual increase in traffic in many local streets.

The Sustainability and Transport Department will adopt a community focussed process for developing LATM schemes, reflecting contemporary practice. This process is outlined in the Local Area Traffic Management Procedure (C/PR/INF/347).

5.3 **Managing Expectations**

It is important residents take into account both their own considerations and the needs of other users in order to develop a compromise between local interests and the wider community's interests. This is to ensure that the problem is not transferred to neighbouring streets.

One important consideration before any scheme proceeds is the balance required between what the residents perceive the scheme will achieve and the actual likely outcomes. There is no guarantee that a scheme will satisfy the expectations of all residents, particularly in terms of the types of traffic calming devices used, the landscaping and planting, and the extent to which safety can be addressed by LATM measures. Consultation early in the process is essential in the managing of expectations.

It is important that residents understand and accept that there are both advantages and disadvantages of LATM, and that the disadvantages should not outweigh the advantages. The Sustainability and Transport Department will communicate this to residents as part of the community engagement process outlined in C/POL/17/110.

5.4 **A Three Stage Approach to LATM**

Requests for traffic management interventions can originate from a number of sources, such as from residents' concerns, responding to land use changes, or as part of a wider scheme. Once a need for a traffic management intervention has been identified (whether internal or external) it will initiate a three stage process:

- **Stage A: Scoping:** Determining if the issue is a site specific issue or an area wide issue. An issue deemed to be an area wide issue will be considered against the initial assessment criteria outlined in Table 1 to ensure that it can be addressed by a LATM scheme. If the issue satisfies the initial assessment criteria then support from residents for a LATM study will be sought;

- **Stage B: LATM Study:** The subsequent investigation and development of a LATM plan. Providing that there is sufficient support and a feasible scheme is developed, this may progress towards implementation; and

- **Stage C: Monitoring and Review:** This post-implementation stage examines the effectiveness of the scheme and determines if further modifications are required.

Figure 1 outlines the typical steps involved in the first two stages. The Local Area Traffic Management Procedure (C/PR/INF/347) provides details of each step.
Table 1: Initial Assessment Criteria

<table>
<thead>
<tr>
<th>Quantitative</th>
<th>Qualitative</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the street/area:</td>
<td>That the street/area:</td>
</tr>
<tr>
<td>• not be part of an arterial road (VicRoad’s declared road network);</td>
<td>• has adjacent arterial or collector (in the case of local streets) routes to absorb diverted</td>
</tr>
<tr>
<td>• has a speed limit of 60km/h or less;</td>
<td>traffic while minimising the impact on connecting streets;</td>
</tr>
<tr>
<td>• carries more than 1,000 vehicles per day with peak hour volumes of at least 60</td>
<td>That LATM measures exist that can treat the problem:</td>
</tr>
<tr>
<td>vehicles per hour;</td>
<td>• by reducing speed and/or volume;</td>
</tr>
<tr>
<td>• has a known speeding problem (85th percentile of traffic are travelling over</td>
<td>• in an economically efficient way;</td>
</tr>
<tr>
<td>55km/h on local streets, or 65km/h on higher order posted 80km/h collector</td>
<td>• by reducing accident risk without adversely impacting the safety of other users;</td>
</tr>
<tr>
<td>streets); and</td>
<td>• while minimising the impact on parking; and</td>
</tr>
<tr>
<td>• has a recorded (or resident reported) accident history over a five year period of the type that could be addressed by physical measures.</td>
<td>• while avoiding adverse effects on resident amenity.</td>
</tr>
</tbody>
</table>

5.5 Exceptions to this Policy

In the event of the following:

- That the analysis of traffic evidence, data and engineering assessments reveals an urgent and significant safety issue which justifies by-passing parts of this process (including a recommendation to move straight to implementation for safety reasons);
- That there is insufficient support from residents for a proposed LATM scheme despite the proposal meeting all of the technical requirements; or
- The Director Environment, Recreation & Infrastructure considers no overall benefit from the outcome of a LATM study;

The following process will occur

- The Director Environment, Recreation & Infrastructure will inform the CEO;
- The CEO may request a Council report be prepared for decision.
Figure 1: Typical LATM Process

Initial Request

Initial Assessment
- Area specific problem?
  - No
  - Yes
    - Meets assessment criteria?
      - No
      - Yes

Support for LATM/Survey
- Response rate > 30%?
  - No
  - Yes
    - Support > 50%?
      - No
      - Yes
        - Funding available for study?
          - No
          - Yes
            - Program study for following year

Consider site-specific treatment

Monitor situation
- Inform applicant
- Inform community

Scheme Development
- Technical Assessment

Community Reference Group
- Strategy Development
- Draft Scheme

Support for Scheme
- Response rate > 30%?
  - No
  - Yes
    - Support > 80%?
      - No
      - Yes
        - Implement Scheme

Finalise Scheme
- Meets assessment criteria?
  - No
  - Yes
    - Funding available for construction?
      - Yes
        - Programme for following year
      - No

Engage Community/Inform Councillors

Version 1
February 2019

Page 5
6 Monitoring, evaluation and review

The Policy will be reviewed every three years to monitor effectiveness and community satisfaction. Resident and officer feedback collected throughout the period will inform the evaluation. Any variations or alterations to this Policy must be made by resolution of Council.

7 Roles & Responsibilities

The implementation of the Policy is the responsibility of the Manager Sustainability & Transport.

The Director Environment, Recreation & Infrastructure is responsible for the recommendation of changes to the LATM Policy to Council and to approve the Procedures in respect of this Policy.

8 Related documents

<table>
<thead>
<tr>
<th>Policies</th>
<th>Service-Driven Asset Management Policy (DOC/18/100034)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Engagement Policy (C/POL/17/110)</td>
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<tr>
<td>Strategies</td>
<td>Local Area Traffic Management (C/PR/INF/347)</td>
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**Please note:** This Policy is current as at the date of approval. Refer to Council’s website ([www.bayside.vic.gov.au](http://www.bayside.vic.gov.au)) or staff intranet to ensure this is the latest version.
Council Policy

<table>
<thead>
<tr>
<th>Council policy title:</th>
<th>Local Area Traffic Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council policy ref no:</td>
<td>C/POL/INF/031</td>
</tr>
<tr>
<td>Council policy owner:</td>
<td>Director of Environment and Infrastructure</td>
</tr>
<tr>
<td>Adopted by:</td>
<td>Bayside City Council</td>
</tr>
<tr>
<td>Date adopted:</td>
<td>23 February 2016/Item 10.8</td>
</tr>
<tr>
<td>Scheduled review:</td>
<td>February 2019</td>
</tr>
<tr>
<td>Document reference number:</td>
<td>DOC/15/161459</td>
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(Council Policy is a public statement formally resolved by Council, which clearly states Council’s requirements in relation to a particular matter or issue. For Council policy approval process refer Section 10 and Appendix 1 of the Policy Handbook.)

1 Policy intent

When a request for a traffic management intervention is received an investigation is undertaken to determine the most appropriate course of action, recognising that Local Area Traffic Management (LATM) scheme could be a potential solution.

Local Area Traffic Management (LATM) is a traffic management intervention concerned with the area-based planning and management of street space usage to attain acceptable levels of speed, traffic volume and composition in local and collector streets, while increasing amenity and safety for residents and improving access for pedestrians and cyclists. As such, LATM is not associated with the installation/removal of a traffic management device within any one given street.

This policy has been developed to ensure a consistent, equitable and inclusive approach to the investigation, consultation, design, implementation and monitoring of LATM schemes.

2 Purpose/Objective

This Policy:

- demonstrates a commitment to managing speeds and volumes of traffic on the street network through LATM;
- will guide effective community engagement in relation to LATM to support good decision making;
- ensure that expectations are managed in an appropriate way in response to community needs; and
- establishes a framework to ensure that LATM is undertaken in a structured, inclusive and cost effective manner.
3 Scope
This policy is applicable to all local and collector streets within the municipality. Those directly affected by this Policy are all residents, schools, and businesses in an area where a traffic management intervention is required. Those indirectly affected by the policy include all other users of these streets.

4 Roles & Responsibilities
The implementation of the Policy is the responsibility of the Manager Infrastructure Assets.

The Director Environment and Infrastructure is responsible for the recommendation of changes to the LATM Policy to Council and to approve the Procedures in respect of the Policy.

5 Monitoring, evaluation and review
The Policy will be reviewed every three years to monitor effectiveness and community satisfaction. Resident and officer feedback collected throughout the period will inform the evaluation. Any variations or alterations to this Policy must be made by resolution of Council.

6 Policy statement
Managing the competing demands on our streets remains one of the most sensitive issues facing Council. Traffic management affects the whole community and must balance the needs of a broad range of street users with an appropriate level of amenity for the adjacent land uses.

Council recognises the numerous benefits from having local streets with lower traffic volumes and limited through traffic movement. This Policy and its associated procedure (C/PR/INF/347) specify the means by how Council will protect and enhance these characteristics through a community led approach.

6.1 Managing Traffic on the Street Network
The prime determinant of the management of any given street within the network is what the street is used for, and its relationship to other streets to which it connects. The street network serves a multitude of purposes and functions, which creates a challenge for traffic management. On one hand, those living and working along streets seek to use them as places where social and economic exchange occurs, for walking or cycling between destinations and for access purposes and parking. These activities can all be satisfactorily carried out if the traffic flow is light and vehicle speeds are low. However, when drivers use streets to move from one place to another to avoid congested areas this may result in increased traffic volumes and higher speeds. This impacts those living near and using local streets.

Council will endeavour to balance the needs of various users where the movement function will be restricted or discouraged through LATM. These are streets which have been designated as secondary streets, that is collector and local streets. The Council’s Road Asset Management Plan lists every collector and local street within Bayside.

6.2 Community Based Approach
Vehicle flows on many urban streets within Bayside have been steadily increasing due to such influences as increased population, increased levels of motor vehicle ownership and changing travel behaviours, such as the social change of driving children to school.
As traffic demand has built up on arterial roads, motorists have used, and continue to use, local streets to avoid the most congested areas. This has led to a gradual increase in traffic in many local streets.

The Infrastructure Assets Department will adopt a community focused process for developing LATM schemes, reflecting contemporary practice. This process is outlined in the Local Area Traffic Management Procedure (C/PR/INF/347).

6.3 Managing Expectations

It is important residents take into account both their own considerations and the needs of other users in order to develop a compromise between local interests and the wider community’s interests. This is to ensure that the problem is not transferred to neighbouring streets.

One important consideration before any scheme proceeds is the balance required between what the residents perceive the scheme will achieve and the actual likely outcomes. There is no guarantee that a scheme will satisfy the expectations of all residents, particularly in terms of the types of traffic calming devices used, the landscaping and planting, and the extent to which safety can be addressed by LATM measures. Consultation early in the process is essential in the managing of expectations.

It is important that residents understand and accept that there are both advantages and disadvantages of LATM, and that the disadvantages should not outweigh the advantages. The Infrastructure Assets Department will communicate this to residents as part of the community engagement process outlined in C/POI/EXE/616.

6.4 A Three Stage Approach to LATM

Requests for traffic management interventions can originate from a number of sources, such as from residents and councillor concerns, responding to land use changes, or as part of a wider scheme. Once a request for a traffic management intervention has been received (whether internal or external) it will initiate a three stage process:

- **Stage A: Scoping**: Determining if the request is a site specific issue or an area wide issue. A request deemed to be an area wide issue will be considered against the initial assessment criteria outlined in Table 1 to ensure that it can be addressed by a LATM scheme. If the request satisfies the initial assessment criteria then support from residents for a LATM study will be sought;

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• That there is insufficient support from residents for a proposed LATM scheme despite the proposal meeting all of the technical requirements; or

• The Director Environment and Infrastructure considers no overall benefit from the outcome of a LATM study;

The following process will occur

• The Director Environment and Infrastructure will inform the CEO;

• The CEO will request a report be prepared for Council; and

• Council will make the final decision.
7 Related documents

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Executive summary

Purpose and background
To present Council with a planning scheme amendment to facilitate redevelopment of 7 Well Street, Brighton, to an at-grade carpark to increase car parking supply in the Church St Activity Centre and to include the existing Council owned car park at 5 Well Street within the correct zone for such a use.

Council purchased the site in October 2005 with the intent of converting the use into a public car park. The site is within the General Residential Zone Schedule 2 (GRZ2) and is affected by the Design and Development Overlay Schedule 11 and the Development Contributions Plan Overlay Schedule 1. At the time of purchase, it was recognised that the zone would need to be changed to facilitate the future car park. The property has been tenanted in recent years whilst Council undertook strategic planning in relation to car parking.

Demolition of the dwelling on the site occurred in 2018 and the site is currently vacant.

Key issues

Zoning of the land
The primary issue in relation to the site is the zoning of the land. The use of land for a car park within the GRZ2 is prohibited, unless used in conjunction with a Section 1 or 2 use. As the car park will provide public car parking for the general public and will be a standalone use, Council is required to rezone the land in order to facilitate the future car park.

It is considered that rezoning the site to be within the Public Use Zone Schedule 6 (Local Government) is the appropriate zone to facilitate such a use, though the Mixed Use Zone could also be appropriate.

Whilst the majority of Council’s car parks in activity centres are within the Commercial 1 Zone, having regard to the Church Street Structure Plan 2006, commercial uses are discouraged in this location within the activity centre and the use of that zone would not be appropriate. The application of the Public Use Zone reflects the intended purpose of the site as local government land, and the application of Schedule 6 for local government purposes allows Council to provide public car parking on the site.

Whilst the Mixed Use Zone may allow greater flexibility for future redevelopment, in the absence of a strategic view for the redevelopment of Council land in the centre, it is considered that proposing the Public Use Zone is the most appropriate tool.

It is recommended that for consistency purposes Council also rezone the existing and adjoining car park at 5 Well Street to the Public Use Zone Schedule 6. The inclusion of 5 Well Street was foreshadowed in the report to the 19 September 2005 General Committee Meeting where the purchase of 7 Well Street was approved.

Planning Scheme Amendment Process
Council can pursue a standard planning scheme amendment process, which requires full public notice to be undertaken and allows for submissions to be received, or it can request the
Minister for Planning to intervene and approve the amendment without undertaking the public exhibition and submission stages.

The report to Council in 2005 to purchase the site outlines that community consultation would occur as part of the rezoning of the land and as part of the planning permit application. This report also acknowledges that there could be concerns raised by nearby residents through those processes.

The public exhibition stage as part of the standard planning scheme amendment process will allow for the public to make submissions in relation to the proposed zone and amendment documentation.

It is noted that there is no more recent decision of Council which changes its position in relation to community consultation and to date, no community consultation has occurred in relation to the site. This is likely to restrict the Ministers willingness to intervene and is likely to result in Council needing to undertake a standard planning scheme amendment process.

**Recommendation**

That Council:

1. Seeks authorisation from the Minister for Planning to prepare a planning scheme amendment to rezone 5-7 Well Street, Brighton to a Public Use Zone Schedule 6 to facilitate the use and development of the land for a car park.

**Support Attachments**

Nil
Considerations and implications of recommendation

Liveable community

Social
The potential for the creation of additional publicly accessible car parking will go some ways to addressing the community concerns raised around traffic and parking within the Church Street Major Activity Centre.

Natural Environment
There are no immediate impacts to the natural environment as a result of the planning scheme amendment process, however, the intended outcome will see the currently vacant site developed for the purpose of a car park.

Built Environment
Amending the zone of 7 Well Street will allow Council to facilitate the development of a car park at the site, resulting in a change to the conditions of the site.

Customer Service and Community Engagement
The 2005 report to Council advised that consultation would occur as part of the planning scheme amendment process.

Council has had informal meetings with some traders in the area who have nominated support for an increase to parking in the area, however, some nearby residents have also raised concerns.

Council has not undertaken any formal community engagement in relation to the construction of a car park in this location.

Human Rights
The implications of this report have been assessed and are not likely to breach or infringe upon the human rights contained in the Victorian Charter for Human Rights and Responsibilities Act 2006.

Legal
There are unlikely to be any legal implications arising from commencing a planning scheme amendment process to rezone 5-7 Well Street, Brighton.

Finance
Council can accommodate the costs associated with either a Ministerial planning scheme amendment or a full planning scheme amendment process as part of its operating budget.

Links to Council policy and strategy

Council Plan 2017-2021
The Council Plan 2017-2021 outlines the strategy to ‘facilitate transport options to meet community needs.’ There is an actions specified to ‘update and implement the Integrated Transport Strategy to reflect the new Council’s priorities, including (inter alia) opportunities for increased parking capacity in activity centres and private car park sharing for residents.’
Integrated Transport Strategy 2018

Within the Integrated Transport Strategy, there is a goal which seeks to optimise parking opportunities. The strategic objective of this goal outlines that ‘Council will maximise the utilisation of existing parking space and balance the needs of drivers to ensure sufficient parking opportunities are available for those who need it.’

Strategic Direction 18 is to ‘manage parking for the benefit of the whole community through the use of policy tools.’ There are actions to deliver this objective which relate to the preparation of precinct based parking plans for each of the Major Activity Centres, and the need to develop a municipal parking strategy.
## Options considered

### Option 1

<table>
<thead>
<tr>
<th>Summary</th>
<th>Undertake a full planning scheme amendment process.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>This would allow the broader community to make submissions on the issue and follows a standard process.</td>
</tr>
<tr>
<td></td>
<td>Car parking has been identified as a significant issue in the Community Plan 2025 and if supported by the Minister for Planning, the delivery of additional car parking supply may assist to meet community aspirations.</td>
</tr>
<tr>
<td>Issues</td>
<td>This can potentially take up to 12 months to complete the process.</td>
</tr>
<tr>
<td></td>
<td>This project is not currently allocated within the Urban Strategy work program and this could result in other projects being delayed.</td>
</tr>
<tr>
<td></td>
<td>The full amendment process would be more expensive that a Ministerial Section 20(4) amendment, but can be accommodated within the budget.</td>
</tr>
</tbody>
</table>

### Option 2

<table>
<thead>
<tr>
<th>Summary</th>
<th>Request a Ministerial Planning Scheme amendment, in accordance with Section 20(4) of the Planning and Environment Act 1987</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>This could expedite a decision in relation to the amendment.</td>
</tr>
<tr>
<td></td>
<td>Car parking has been identified as a significant issue in the Community Plan 2025 and if supported by the Minister for Planning, the delivery of additional car parking supply may assist to meet community aspirations.</td>
</tr>
<tr>
<td>Issues</td>
<td>There is limited justification for Ministerial intervention, having regard to the general practice note criteria.</td>
</tr>
<tr>
<td></td>
<td>This would deprive the community of an opportunity to make submissions in relation to the planning scheme amendment.</td>
</tr>
</tbody>
</table>
Executive summary

Purpose and background
The purpose of this report is to present community feedback on the proposed design concept for the Bay Trail shared path at the high risk site between Sandown Street and the Royal Brighton Yacht Club to address safety hazards to path users.

At the Ordinary Meeting of Council on 28 February 2017 Council noted that the remaining high risk safety hazards along the Bay Trail presented a public, safety, legal, financial and reputational risk to Council and resolved (in part) to:

‘undertake community engagement activities associated with addressing each of the ‘high risk’ safety hazards identified in the Bay Trail Safety Audit, as outlined in the report and receive a further report following the completion of the community consultation and the phased approach for the implementation of the program.’

The phased approach to addressing the ‘high risk’ safety hazards along the Bay Trail prioritises those sites that will have the least impact on vegetation whilst addressing those sites with the most Bay Trail users. The ‘high risk’ safety hazards along the Bay Trail are documented in the Corporate Risk Register. These risks needs to be managed and mitigated to a level that is tolerable.

Works to provide a separated bicycle path on the Bay Trail between Bay Street and Sandown Street were completed in October 2017. Works to provide separated pedestrian and bicycle facilities through the Middle Brighton Baths precinct will be undertaken in April/May 2019. Once these works are complete, the existing bridge between Sandown Street and the Royal Brighton Yacht Club will remain the only section of the Bay Trail between Head Street and Middle Brighton Baths that does not provide separated facilities for pedestrians and cyclists.

The design concept for the Bay Trail shared path at the high risk site between Sandown Street and the Royal Brighton Yacht Club involving the establishment of a new 3 metre wide surface path for cyclists on the foreshore is shown in Attachment 1. Attachment 2 provides an overview of the proposed Bay Trail alignment in the area.

Key issues
The length of the Bay Trail between Sandown Street and the Royal Brighton Yacht Club is considered a high risk location given this section carries over 290,000 cyclists per year (with an average of approximately 7,700 cyclists per week during the summer). This section of the Bay Trail includes an existing concrete bridge over the foreshore located to the south of Sandown Street. The high volume of path users, including cyclists, pedestrians, joggers and dog walkers, combined with the 3.4 metre width of the existing bridge structure, presents a safety hazard. The shared path is too narrow by current design standards to cater for the amount of users it carries.

The proposed design solution for the section of the Bay Trail shared path between Sandown Street and the Royal Brighton Yacht Club involves establishing a new 3 metre wide surface path for cyclists on the foreshore. Once the new path has been installed, the existing bridge will revert to a designated pedestrian path.
Community engagement activities detailed later in this report were undertaken for the purposes of gaining community feedback on the proposed design solution for this section of the Bay Trail. Feedback received from the community identified a high level of support for the project, with 89% of respondents either fully supporting or somewhat supporting the proposed design concept. There is therefore high community support for the establishment of a separated at-grade path for cyclists at the high risk site between Sandown Street and the Royal Brighton Yacht Club.

**Recommendation**

That Council:

1. notes the level of community support outlined in this report following the community engagement activities undertaken in relation to the proposal to duplicate the section of the Bay Trail shared path between Sandown Street and the Royal Brighton Yacht Club;

2. endorses the duplication of the Bay Trail as a surface path as shown in Attachment 1 between Sandown Street and the Royal Brighton Yacht Club to address a ‘high risk’ safety hazard to path users; and

3. considers funding for this project in the 2019/2020 Council Budget.

**Support Attachments**

1. Attachment 1 - Bay Trail Design Concept (separately enclosed)
2. Attachment 2 - Proposed Bay Trail Alignment (separately enclosed)
Considerations and implications of recommendation

Liveable community

Social
The Bay Trail shared path between Sandown Street and the Royal Brighton Yacht Club is assessed as a high risk to both pedestrians and cyclists due to the following factors:

- The width of the existing Bay Trail bridge structure; and
- The high volume and speed of cyclists using the Bay Trail at this location.

Given that cycling in the inner metropolitan Melbourne suburbs is growing at an estimated 10-15% per annum and pedestrian volumes will increase in line with population growth, it is expected that both pedestrian and bike rider volumes will increase significantly along the Bay Trail in future years, thus exacerbating the pedestrian/cyclist conflict at this location if this issue is not addressed.

Natural Environment
The draft design concept for the Bay Trail shared path between Sandown Street and the Royal Brighton Yacht Club resolves potential conflict between users of the Bay Trail shared path at this location. The proposal has some implications for the natural environment, including infrastructure works on the foreshore. Any works would be required to address any permit conditions imposed to protect the coastal environment.

Built Environment
The draft design concept for the Bay Trail shared path at the location of the existing bridge between Sandown Street and the Royal Brighton Yacht Club proposes to establish a separated path for cyclists by constructing a new 3 metre wide surface concrete path on an area of the foreshore where no path currently exists.

Customer Service and Community Engagement
Community feedback was sought on the proposal to improve Bay Trail safety between Sandown Street and the Royal Brighton Yacht Club.

The following site specific community engagement in relation to the proposed design concept has been undertaken:

- **On-site listening posts** – Two on-site listening posts were held on Thursday 17 January 2019 and Saturday 19 November 2019 in order for shared path users to gain an understanding of the project and provide feedback. Information boards advertising the meeting were also advertised on site in order to notify shared path users. Officers spoke with a total of 120 people at the on-site listening posts;

- **‘Have your Say’ Bayside** – Information regarding the design concept was available online between 12 December 2019 and 31 January 2019. Visitors to the website were encouraged to provide feedback on the design concept;

- **Adjacent stakeholders** – There are five adjacent properties impacted by the design concept, four of these properties are in Mytton Grove and one is located on St Kilda Street. Officers introduced the design concept to the property owners in November 2018 and has received objections to the design concept from three of them.

Table 1 (overleaf) summarises the feedback received from respondents during the engagement activities:
Q. Rate your support for the concept design?

<table>
<thead>
<tr>
<th>Support for Concept</th>
<th>No. of Respondents</th>
<th>% of Respondents</th>
</tr>
</thead>
<tbody>
<tr>
<td>I fully support the concept</td>
<td>131</td>
<td>74.01%</td>
</tr>
<tr>
<td>I somewhat support the concept, but I have some questions/concerns</td>
<td>27</td>
<td>15.25%</td>
</tr>
<tr>
<td>I am unsure if I support the concept, I have questions/concerns</td>
<td>9</td>
<td>5.08%</td>
</tr>
<tr>
<td>I do not support the concept</td>
<td>10</td>
<td>5.64%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>177</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

It is recognised that some of the residents directly backing onto this area are not in support of the proposed path. The area is currently foreshore open space accessible to the public, suitable for the bike path, and continues the ‘theme’ of the path that exists from Sandown Street to Bay Street.

**Human Rights**

Addressing the public safety and reputational risks associated with the Bay Trail shared path is not considered likely to breach or infringe upon the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

**Legal**

The Bay Trail Safety Audit identifies a number of ‘high risk’ safety issues and suggests treatments to mitigate them. This acknowledges that there are measures available to mitigate public safety risks in a practicable way, noting that ‘practicability’ is not just about cost. Should Council decide not to mitigate these risks so far as is reasonably practicable, it could be found liable in any action should an injury result from a known hazard.

**Finance**

The 2018/19 Capital Works Program contains an allocation to undertake the detailed design associated with duplicating the Bay Trail between Sandown Street and the Royal Brighton Yacht Club. A provisional cost estimate of $404,000 has been identified for the implementation of the draft design concept and a project concept proposal has been prepared for consideration as part of the proposed 2019/20 capital works program.

**Links to Council policy and strategy**

The mitigation of public safety risks on the Bay Trail shared path contributes to Goal 2 ‘Transport’ within the 2017-21 Council Plan by addressing the specific action to ‘improve cyclist and pedestrian safety by upgrading high risk zones on the Bay Trail.’

The Bayside Integrated Transport Strategy 2018 also contains an action to ‘progress the delivery of Bay Trail safety improvement projects as part of the removal of high risk sites along the trail.’

**Options considered**

As the investigation and treatment of safety upgrades to the Bay Trail shared path at each of the high risk areas on the Bay Trail shared path was endorsed by Council at its meeting on 28 February 2017, and the community has indicated strong support for the design concept proposed between Sandown Street and the Royal Brighton Yacht Club, no other options have been considered as part of this report.
Executive summary

Purpose and background

This report seeks to recommence statutory procedures for the discontinuance and sale of the road adjoining 70 Esplanade, Brighton.

At the Ordinary Meeting held on 23 October 2018, Council resolved to commence the statutory procedures in accordance with the Local Government Act 1989 (the Act), for the discontinuance of the road adjoining 70 Esplanade, Brighton (highlighted area in Attachment 1) and to sell the land to the owner of 70 Esplanade, Brighton via private treaty.

Key issues

After giving public notice under Section 223 of the Act in The Age on 29 October 2018, officers received a written submission from the owner of 72 Esplanade, Brighton. The objection was on the grounds Council did not have legal rights to sell the land. The submitter did not request to speak at a Special Committee of Council, in accordance with Section 223 of the Act. Council responded in writing to the objection outlining Council’s ability to undertake the discontinuance and sale in accordance with legislation. As part of reviewing the submission Council sought legal advice which confirmed the position that Council does have the ability to discontinue and sell the land, but also identified an administrative error in the public notice in that the title of the notice is not consistent with the body of the notice.

Due to the fact that the notice may not have clearly indicated Council’s intent, it is recommended that the statutory process recommence.

Accordingly, it is proposed that Council readvertise the public notice and provide the public with a further opportunity to make a submission either in support or in objection to the proposal. The current submission will be incorporated into any other submissions should Council agree to recommence the statutory procedures by giving public notice of its intent to discontinue and sell the land.

Recommendation

That Council:

1. Commence the statutory procedures in accordance with the Local Government Act 1989, for the discontinuance and sale of the road adjoining 70 Esplanade, Brighton, highlighted in Attachment 1 and to sell the land to the owner of 70 Esplanade, Brighton via private treaty;

2. Advertise the Public Notice outlining the Proposal in accordance with Section 223 of the Local Government Act 1989 including the discontinuance and sale of the land for $275,000 including GST;
3. Receive a further report outlining any submissions made including any submissions made under the previous public notice;

4. In the event of any submitters requesting to be heard, a further report will be presented to a Special Committee of Council in accordance with section 223 of the Local Government Act 1989 consisting of all Councillors with a quorum of four Councillors to hear/consider the submission/s received at a meeting to be held on 26 March 2019 at 6:30pm in the Council Chambers, Boxshall Street, Brighton; and

5. Write to the owner of 72 Esplanade Brighton, advising him that Council intends to readvertise the Public Notice due to an administrative error including advice that Council will include his submission as if it were made against the subsequent public notice.

Support Attachments
1. Attachment 1 - Land at rear 70 Esplanade Aerial Plan ↓
Considerations and implications of recommendation

Liveable community

Social
The sale of discontinued right of ways will remove the need for Council to regularly maintain land that it may no longer be required to hold ownership over to deliver social needs.

Natural Environment
There are no impacts associated with this report.

Built Environment
The Proposal will provide a property owner with an opportunity to gain title to the land which is no longer required for municipal purposes.

Customer Service and Community Engagement
Consultation has been undertaken with relevant Council departments and external service authorities. Council has undertaken the necessary procedures under section 189 and 223 of the Local Government Act 1989 for the sale of the land by giving public notice of its intention to sell the land and invite submissions from affected parties.

Human Rights
There are no Human Rights issues or implications identified in relation to this report.

Legal
Council is acting prudent in its decision making by readvertising the public notice making changes to the previously identified administrative errors.

Further, Council is required to give public notice of its intention to discontinue and sell the subject Road in accordance with Section 189 and 223 of the Local Government Act 1989, inviting submissions from affected parties. Notification will be given on Council’s website. In addition, all adjoining property owners will be advised of the Proposal in writing and informed of their right to make a submission.

Submitters may request to be heard by a Special Committee of Council prior to a decision being made regarding the Proposal. In the event that any submitters request to be heard in support of their written submission, a Special Committee of Council will hear and consider the submission/s received.

If any written submissions are received, a further report will be presented to Council to enable the consideration of such submissions prior to making a decision on the Proposal.

Legal advice confirms Council’s ability to discontinue and sell the land.

Finance
Council’s independent valuer, Matheson Stephen Valuations (MSV) has valued the subject land at $250,000 (exclusive of GST).
In accordance with Council Policy, the land has been allocated to the adjoining property owner in accordance with the highlighted area in Attachment 1. The purchase price for the land to be sold is shown in the below table.

Table 1:

<table>
<thead>
<tr>
<th>Lot</th>
<th>Property</th>
<th>Area</th>
<th>Market Value</th>
<th>GST</th>
<th>Purchase Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Rear 70 Esplanade Brighton</td>
<td>50m²</td>
<td>$250,000</td>
<td>$25,000</td>
<td>$275,000</td>
</tr>
</tbody>
</table>

The property owner has signed a conditional ‘Letter of Offer’ to purchase the land for the sum of $250,000 + GST given the road is discontinued.

**Links to Council policy and strategy**

Discontinuance and Sale of Right of Ways, Roads and Drainage Reserves Policy provides for the discontinuance and sale of land.

**Council’s Property Strategy Principle One**

Seeks Council to maximise community benefit and public value from the property portfolio.

**Council Plan Goal 7 – Financial Responsibility and Good Governance**

7.1.1 Developing alternative income sources to take pressure off rate increases and improve long term financial viability.
Executive summary

Purpose and background
The purpose of this report is to seek Council resolution to sell 2 Karrakatta Street Black Rock, in accordance with Section 189 and 223 of the Local Government Act 1989 (Act). The land is known on Title as Lot 2 on Plan of Subdivision 037461 and is currently occupied by the Seniors Respite Service.

At the Special Council Meeting held 23 January 2018 Council resolved to:

1. Proceeds with the purchase of the Masonic Hall at 23 Abbott Street, Sandringham;
2. Authorise the Chief Executive Office to execute any documents relating to the purchase;
3. Commence preparation of a detailed design for the Building based on a budget for refurbishment of $2.4 million and that the Building be used to accommodate the maximum possible number of services currently housed in other Council facilities in the area for this amount;
4. Commence the statutory process for the sale of the Council property at Karrakatta Street, Black Rock once the timing of relocation of the Seniors Respite Service to the Sandringham Masonic Hall is confirmed; and
5. Release the Council resolution to the public in relation to this matter.

Since the above was resolved in January 2018, Council has purchased Masonic Hall at 23 Abbott Street, Sandringham and commenced the detailed design for the building as per point’s 1 and 3 of the resolution. Council has also undertaken statutory consultation in relation to the sale of Karrakatta Street Black Rock.

This report recommends Council to provide the Director of Corporate Services the ability to execute documents necessary to dispose of the land known as 2 Karrakatta Street, Black Rock once the timing of relocation of the Seniors Respite Service is confirmed.

Key issues
Consistent with Statutory Procedures, Council advertised its intention to sell the land in accordance with section 223 of the Local Government Act. The notice was advertised in The Age on 29 September 2018 and on Councils website. The notice called for submissions to be made prior to the 30 October 2018. No submissions were received in relation to the proposal.

Council’s Capital Building team has advised that construction is estimated to be completed early 2021.

Based on the above estimated completion date, initial sale time lines for the 2 Karrakatta Street Black Rock is to commence advertising of the public auction in May 2020 assuming a 4 week advertising campaign offering settlement terms of 12 months. Initial project projections show a settlement date of 1 June 2021 which allows a contingency period of 2 months which has been made to allow for any delay in construction.
Recommendation

That Council:

1. Having undertaken all statutory procedures, authorise the Director of Corporate Services, to sell the property known as 2 Karrakatta Street, Black Rock by public auction with a reserve price at the sworn valuation not more than six months old at the time of sale, with the timing of the sale to be aligned to the relocation of the Seniors Respite Service;

2. In the event that the reserve price is not achieved, authorises the Director Corporate Services to negotiate the sale privately with the highest bidder in the first instance, at a price no less than 5% below the reserve price;

3. In the event of negotiations being unsuccessful, authorises the Director Corporate Services to negotiate privately at a price no less than 5% below the reserve price; and

4. Authorises the Director Corporate Services to sign and seal all documentation associated with the proposed sale and transfer of the land on behalf of Council for the price in accordance with points 1, 2 and 3 above.

Support Attachments

1. Certificate of Title - 2 Karrakatta Street - Lot 2 on PS037461 - Vol Fol 8247 943 □
Considerations and implications of recommendation

Liveable community

Social
The proposal aims to dispose of property that are no longer reasonably required by Council or the community.

Natural Environment
There are no environmental implications of this matter.

Built Environment
The sale of the property will decrease Councils yearly maintenance expense on the basis that the tenants of this building will be consolidated into existing buildings.

Customer Service and Community Engagement
Council has completed the statutory consultation required as part of the Local Government Act and did not receive any submissions or enquiries.

Human Rights
There are no Human Rights issues or implications identified in relation to this report.

Legal
Council has completed the statutory consultation required as part of the Local Government Act and did not receive any submissions or enquiries.

Council is required to have a market valuation not more than 6 months old at the time of sale.

Finance
A valuation not more than 6 months old at time of Auction will be used to set a reserve price for sale. The recommendation is to provide some flexibility for the delegate to negotiate by 5% should the reserve price not be reached.

Links to Council policy and strategy
Goal 7 of the Council Plan is to ensure Financial Responsibility and Good Governance which links with Councils Property Strategy under 1.3 which directs Council to identify underutilised buildings and develop a plan for greater use, decommissioning or sale.
Options considered

Option 1

<table>
<thead>
<tr>
<th>Summary</th>
<th>Do not sell the land.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>Ability to maintain Councils Property Portfolio.</td>
</tr>
<tr>
<td>Issues</td>
<td>Proceeds from the sale of the land have notionally been accounted for as part of the funding package of the Masonic Hall renovation.</td>
</tr>
</tbody>
</table>
Register Search Statement - Volume 8247 Folio 943

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 08247 FOLIO 943 Security no : 124074001568R
Produced 19/09/2018 10:06 am

LAND DESCRIPTION

Lot 2 on Plan of Subdivision 037461.

PARENT TITLES :
Volume 05041 Folio 010 Volume 05054 Folio 775
Created by instrument A863222 25/11/1959

REGISTERED PROPRIETOR

------------------
Estate Fee Simple
Sole Proprietor
THE MAYOR COUNCILLORS AND CITIZENS OF THE CITY OF SANDRINGHAM
A863222 25/11/1959

ENCUMBRANCES, CAVEATS AND NOTICES

------------------
Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan or imaged folio set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE LP037461 FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

------------------
NIL

------------------END OF REGISTER SEARCH STATEMENT------------------

Additional information: (not part of the Register Search Statement)
Street Address: 2 KARRAKATTA STREET BLACK ROCK VIC 3193

DOCUMENT END

Delivered from the LANDATA® System by SAI Global Property Division Pty Ltd
Bayside City Council
Ordinary Council Meeting - 19 February 2019
Attachment 1

Item 10.10 – Reports by the Organisation

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Item 10.10 – Reports by the Organisation
Bayside City Council

Ordinary Council Meeting - 19 February 2019

Item 10.10 – Reports by the Organisation

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10.11 PROPOSED DISCONTINUANCE OF ROAD AND CONSOLIDATION OF LAND AT REAR LIVINGSTON STREET KINDERGARTEN, HIGHETT

Executive summary

Purpose and background
This report is to outline issues related to the discontinuance of the right of way (road) at the rear of 1 Livingston Street, Hightett, shown hatched on Attachment 1.

A proposal to discontinue and sell part of the subject road has been received. Initial investigations identified that while the road is physically 'open' and unconstructed, few, if any adjoining properties appear to use the road for vehicle or pedestrian access. There are however, a number of pedestrian access gates and gates which would allow vehicle access.

The Livingston Street Kindergarten and Highett Neighbourhood Community House abut the lane. The kindergarten is landlocked and has a small outdoor play area, which could be addressed by expanding the play area into the rear laneway.

This report recommends that Council discontinue and retain the land incorporating the former road into the Livingston Street Kindergarten.

Key issues
In January 2018, the adjoining property owners; 457, 459, 461, 463 and 465 Highett Road were notified about the proposal to discontinue and sell the lane and were all supportive of the discontinuance and potential acquisition of part or all of the land.

The road currently runs along the southern boundary of the Livingston Street Kindergarten, with the entry off Worthing Road, Hightett. The road appears to have limited use, however there is evidence of recent maintenance and a number of gates both pedestrian and vehicular exist along the lane. The lane also appears to have garden rubbish, wood stockpiles and some narrow vegetable garden beds in sections.

Council’s Discontinuance and sale of Right of Ways, Roads and Reserves Policy calls for Council to offer the adjoining property owners the option to purchase half of the discontinued road. In this instance, there is a South East Water sewer main and a Council drainage pipe running through the road which precludes the ability to sell 50% shares on account of fence footings obstructing the drains (See Attachment 2, South East Water Sewer Plan). South East Water has stated that a “1.0m horizontal clearance is required from the outside edge of the sewer main, or to be outside of the easement”, thus it is not possible to sell a 50% share of the land running lengthwise down the lane, any land sold would need to be the entire width.

Livingston Street Kindergarten
The Livingston Street Kindergarten and Highett Neighbourhood Community House abut the lane. The kindergarten is landlocked and has a small outdoor play area, which could be addressed by expanding the play area into the rear laneway. The kindergarten presently accommodates 44 places which has been restricted by the outdoor space requirements of 7m²/child, that is, 44 x 7m² = 308m². By incorporating an additional 77m² (current adjoining road land area) into the outdoor play area and with the proposed future redevelopment of the
kindergarten, 55 places could be offered on the basis of 3.25m²/child for indoor space and 7m²/child for outdoor space. This allows for the kindergarten to address functionality and future demand needs as outlined in the Early Years Infrastructure Plan 2018-2028 (Attachment 3). Outdoor space regulations require 7m² per child, so the proposed redevelopment and expansion of kindergarten can only be achieved with the acquisition of this land.

Council’s Property Strategy and Discontinuance and sale of Right of Ways, Roads, and Reserves Policy determines that Council retain land in the event it can be used for by the community for a specific purpose. In this case it is recommended that the land be retained and consolidated into the existing Highett Livingston Street Kindergarten affording the future opportunity to expand the facility both from a land and licence perspective.

**Highett Neighbourhood Community House**

The section of road adjoining the Highett Neighbourhood Community House will need to be retained as the building’s roof line currently protrudes into the airspace of the road, rendering any potential disposal of the road to a third party mute. Council also requires access to the rear of this property for maintenance purposes which is afforded by this road. The building is unfenced with windows opening directly onto road

**Recommendation**

That Council:

1. Commence the statutory procedures in accordance with the Local Government Act 1989, for the discontinuance of the road adjoining the Livingstone Street Kindergarten Highett generally in accordance with attachment 1;
2. Give Public Notice of the Proposal in the appropriate newspapers and on Council’s website;
3. If no submissions are received, authorise the Director Corporate Services to complete the formal procedures for the discontinuance of the road and consolidation of land into the Livingstone Street Kindergarten and Highett Neighbourhood Community House title; and
4. In the event submissions are received, a further report will be presented to a Special Committee of Council in accordance with section 223 of the Local Government Act 1989 to consider any submissions received at the Council Chambers, Boxshall Street, Brighton on 16 April 2019 at 6.30pm.

**Support Attachments**

1. Attachment 1 - 1 Livingston Street Aerial Plan
2. Attachment 2 - South East Water Sewer
3. Attachment 3 - Early Years Infrastructure Plan
Considerations and implications of recommendation

Liveable community

Social
The discontinuance of the right of way will remove the need for Council to regularly maintain land that is rarely used and appears to be no longer required.

Should Council discontinue the road and incorporate the land as part of the Livingston Street Kindergarten and Highett Neighbourhood House this would allow future service enhancement to the Kindergarten. The Neighbourhood House would have improved security noting that the lane is unfenced with a number of windows opening directly onto the lane.

The land is also used for drainage and sewerage purposes. This drainage and sewerage services will still continue to operate if the road is discontinued through the current easement rights.

Natural Environment
There are no impacts associated with this report.

Built Environment
The Proposal could provide Livingston Street Kindergarten or abutting properties with additional private open space.

All necessary service authorities and Council Departments have been consulted and no objections have been received. All drainage and sewerage easements will remain in favour of the relevant authorities. The land is encumbered by Council Drainage Assets and South East Water sewerage pipes running through the road and are protected through easements on title.

Customer Service and Community Engagement
Consultation has been undertaken with relevant Council departments and external service authorities. No objections have been received. It will be necessary for Council to undertake procedures under section 207A and 223 of the Local Government Act 1989 for the discontinuance of a road and the retention of land. The proposed commencement of the statutory procedures under section 207A and 223 of the Local Government Act 1989 require Council to give public notice of its intention to retain the land and invite submissions from affected parties.

Human Rights
There are no Human Rights issues or implications identified in relation to this report.

Legal
The Subject Road is currently a ‘Road’ on Title Plan 257120S, contained within certificate of title Volume 6981 Folio 038. In accordance with schedule 1 of the ‘Road Management Act 2004’, Council has the statutory powers to discontinue the road.

Should Council seek to discontinue the road, the statutory procedures require Council to give public notice and invite submissions from affected parties. Notification will also be given on
Council’s website. In addition, all adjoining property owners will be advised of the Proposal in writing and informed of their right to make a submission.

Submitters may request to be heard by a committee of Council prior to a decision being made to proceed or otherwise with the Proposal. If any written submissions are received, a further report will be presented to Council to enable the consideration of such submissions.

In the event that any submitters request to be heard in support of their written submission, the Special Committee of Council will hear and consider the submission/s received prior to making a decision on the Proposal.

**Finance**

Council’s independent valuer, Opteon, has valued the road at $35,000 including GST if it was incorporated into the kindergarten.

Should discontinuance and sale to the abutting owners be preferred, a valuation would be required to determine the value to each property. In this instance all costs in relation to the sale would be recoverable by Council.

**Links to Council policy and strategy**

Council’s ‘Discontinuance and sale of Right of Ways, Roads and Reserves Policy’ provides direction on the discontinuance of roads and potential sale of land.

**Council’s Property Strategy Principle One**

Seeks Council to maximise community benefit and public value from the property portfolio.

**Council Plan Goal 7 – Financial Responsibility and Good Governance**

7.1.1 Developing alternative income sources to take pressure off rate increases and improve long term financial viability.
Options considered

Option 1

<table>
<thead>
<tr>
<th>Summary</th>
<th>Do not proceed with discontinuance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>Lane remains open and useable noting that there are a number of pedestrian and vehicle gates so those residents which may agree to acquire the land but would object to Council doing so will not be disaffected.</td>
</tr>
<tr>
<td>Issues</td>
<td>Road is not reasonably required</td>
</tr>
<tr>
<td></td>
<td>Residents have expressed a desire to purchase the land abutting properties.</td>
</tr>
<tr>
<td></td>
<td>Income from part sale beyond neighbourhood house not achieved</td>
</tr>
<tr>
<td></td>
<td>Council should take action to remove any encroachments on the lane related to garden and apparent storage of wood</td>
</tr>
<tr>
<td></td>
<td>Kindergarten is not able to expand on current site to meet functionality and future needs</td>
</tr>
</tbody>
</table>

Option 2

<table>
<thead>
<tr>
<th>Summary</th>
<th>Discontinue and retain ownership of the land abutting the Kindergarten and Neighbourhood house</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>Enables redevelopment of current site to a two room 55 place kindergarten facility which addresses kindergarten functionality and future needs</td>
</tr>
<tr>
<td></td>
<td>Ensures the kindergarten redevelopment meets education and care service regulations</td>
</tr>
<tr>
<td>Issues</td>
<td>Abutting residents unable to purchase additional land</td>
</tr>
</tbody>
</table>

Option 3

<table>
<thead>
<tr>
<th>Summary</th>
<th>Discontinue and sell to abutting residents where possible</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>Meets outcome sought by the abutting owners who have expressed an interest in acquiring part of the lane</td>
</tr>
<tr>
<td></td>
<td>Derives income from the sale of those portions of the lane which can be sold</td>
</tr>
<tr>
<td></td>
<td>Improves security to Neighbourhood House</td>
</tr>
<tr>
<td>Issues</td>
<td>Kindergarten is not able to expand on current site to meet functionality and future needs</td>
</tr>
</tbody>
</table>
1. Objectives of Plan

Bayside City Council is developing an Early Year’s Infrastructure Plan. The aim of the Plan is to provide Council with a strategic framework for the future provision of Council-owned early years facilities across the municipality.

The key objectives of the Plan are to:

- Assess the suitability of the facilities for their current use in the light of current practices, community expectations and anticipated future need;
- Analyse the planning context in which early years facilities operate and identify the implications of this context for the future provision of facilities;
- Identify the anticipated need for repair, refurbishment and replacement of Council owned early years facilities over the next 10-15 years;
- Identify any opportunities for co-location of early years services and/or greater flexibility in the utilisation of early years facilities to best meet the needs of the local Bayside community;
- Propose a sustainable strategy for addressing the anticipated needs of early years services operating from Council owned buildings so that Council can effectively manage the upgrading, refurbishment and replacement of these buildings over the next 10 years; and
- Identify the non-financial issues, challenges and site constraints and opportunities that will need to be considered in the implementation of the proposed strategy.

2. Scope of Plan

The plan focuses on Council facilities used for kindergarten programs, maternal and child health service, playgroup activities, occasional care services and toy libraries. Non-Council facilities such as church or school run kindergartens and private long day child care centres which provide kindergarten programs have been considered, where relevant, for contextual purposes.

3. Plan methodology

The steps involved in developing the Plan are as follows:

- Review of relevant literature – Government policy documents, Council strategies, previous Council reports relating to the provision of early years facilities etc;
- Audit of legislation, building codes and design guidelines relating to the provision of early years facilities;
- Analysis of the planning context in which early years facilities operate – legislative, policy and funding environment, demand factors, capacity factors, community expectations;
- Review of current trends in the provision of early years facilities - providers, settings, design trends etc;
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- Audit of the usage, condition and functionality of the Council owned early years facilities in the municipality;
- Assessment of the suitability of the location and distribution of Council owned and early years facilities across the municipality;
- Assessment of the capacity of existing Council and non-Council facilities to meet current and future demand;
- Consultation with service providers, committees of management and Council staff involved in the planning, management, maintenance and delivery of early year services and facilities; and
- Consultation with service users and the general community about the provision of early years facilities across the municipality.

4. Terminology

In this document:

- 4-year old (4yo) kindergarten refers to government funded kindergarten programs run for eligible children at licensed education and care facilities;
- 3-year old (3yo) kindergarten/activity program refers to an unfunded activity or kindergarten program (i.e. not government funded) provided for 3yo children;
- Sessional kindergarten refers to a 4yo kindergarten program delivered from a dedicated kindergarten building;
- Integrated kindergarten refers to a 4yo kindergarten program delivered from a long day child care centre;
- M&CH service refers to the maternal and child health service - a free universal service that supports children's health and development from birth until school age (more generally 0-4 years);
- Occasional child care refers to care provided to children aged 0-6 years in children's services centres that have a limited hours licence; and
- Playhouse refers to a community play centre for use by children and their parents/carers.

5. Planning considerations

The following matters were considered in developing the Plan and framing its recommendations:

- The policy/funding context and legislative environment for early years services;
- Trends in early years facility provision: settings, design and providers;
- Definite and potential demand factors - potential funding by Government of 3yo kindergarten programs, local demographic characteristics and change, the involvement of churches and schools in Bayside in the delivery of kindergarten programs;
- Potential capacity factors - changes to the definitions of the areas that qualify as indoor playroom spaces and outdoor play spaces, changes to building and access codes
which specify ratios for various component facilities within children’s services facilities, e.g. number of children per water closet;
• Social characteristics of the local community being served by an early years facility - cultural diversity and background, levels of advantage/disadvantage;
• Locational factors - proximity to public transport stops, proximity of other children’s services facilities including primary schools and complementary facilities, such as parks, playgrounds and medical centres;
• Site characteristics and ‘saleability’ - accessibility by foot, car and vehicle, the ease with which building works can be undertaken on the site; land value and zoning;
• Building characteristics - heritage significance, functionality and condition, capacity to be reconfigured;
• Level of community involvement in and attachment to the facility; and
• The thoughts of committee members, staff and/or user families about the location, condition and functionality of the early years facilities.

6. Key findings

6.1 Kindergartens

• There are 44 funded kindergarten programs in Bayside. 13 operate from Council owned venues, six from church sites, seven from schools and 18 from private child care centres;
• The 13 Council owned venues are licensed for a total of 517 places and, if every licensed place was used, can accommodate 1034 children, as they can operate two sessions per day. The kindergartens have chosen not to operate at their licensed capacity and currently offer places for 601 children. In 2018, 552 of the places were filled;
• Council owned kindergartens satisfy a small proportion of demand in Brighton, Brighton East, Hampton and Hampton East and a significant proportion of demand in Sandringham, Beaumaris and Cheltenham. The low figure for Brighton and Brighton East is largely due to the high number of school, church and private kindergarten programs offered in the Brighton area;
• There is a good distribution of sessional (Council and church owned) kindergartens across the municipality. There are some areas in Bayside that are outside the walkable catchment areas (500m radius), notably parts of Brighton, all of Hampton East and parts of Highett, Black Rock and Beaumaris. (note: one church owned kindergarten is likely to close over the next few years, St John the Baptist, leaving a gap in the Sandringham East area);
• Some of the kindergartens have overlapping catchment areas, notably Brighton Baptist and Wilsons St in Brighton, Holy Trinity and Hampton Community in Hampton and Nagle and Grange in Sandringham;
• Council’s local area population forecasts project that the 4yo population in Bayside will increase by 136 over the next 18 years. This is a modest rise equivalent to six groups of 22 children. Small increases are projected to occur in all local areas except for Brighton East where a decrease of 13 children is projected;
The 14 Council owned kindergarten facilities (includes Janet Mundy which closed at the end of 2017) are located in residential areas. Most are stand-alone facilities; some are attached or located next to M&CH centres. Two are part of integrated children's services centres;

- All are in quiet, safe settings. One, Olympic Avenue, is located on a bend in the road and another, Black Rock, is located on a reasonably busy arterial road. However, both kindergartens indicated that they had no traffic related safety concerns;
- All the centres are located within walking distance of public transport stops. There are no major physical impediments to people wanting to walk or drive to the kindergartens - other than Hurstville Park which is only 80m from Nepean Highway. Many centres are located close to complementary facilities such as parks and playgrounds. However, most are distant (more than walking distance) from the nearest Government primary schools;
- All the kindergartens are on relatively flat blocks. Most are regularly shaped. Nearly all are well treed. All, except Livingston, could potentially expand their building footprint on their current sites and still retain outdoor play areas more than the regulation size. Vegetation, easements and underground drains could constrain development at some sites. Heritage values are an issue at two sites;
- All the kindergartens, except Livingston, are accessible from an 'ease of building' perspective. Some kindergarten buildings could be expanded and reconfigured relatively easily; others, particularly those on irregular shaped blocks, could be more complex;
- Eight kindergartens are zoned residential and six are zoned public park and recreation. All have one or more overlays – design and development, vegetation protection, special building etc. From a 'saleability perspective', the centres located on sites zoned residential (except Livingston) would be 'highly saleable'. They are large blocks in very attractive residential settings; and
- Eleven kindergartens were purpose built. Two are former houses. The kindergarten facilities are in good to very good condition. From a functionality perspective, the facilities have both positive and negative aspects. These are as follows:

The good aspects:

- All centres have open attractive playrooms with ample natural light and good visibility
- All, except Livingston, have large attractive well shaded outdoor play areas
- All have adequate heating and cooling systems
- A few centres have dedicated staff carparking. Some have off street carparking for parents
- Some centres have good sized front outdoor undercover areas
- Some have good sized foyer areas, offices and/or internal storerooms
- Some have good sized and well-appointed kitchens
- Some have large children’s toilet areas that are in good condition
- Some have good internal and external storage areas
- Some are disability accessible
Some have good surveillance of the children's toilets from the playrooms and outdoor play areas.
Some have open regular shaped play areas that are easy to supervise.

The not so good aspects:

- Most centres do not have dedicated carparking for staff or off-street parking for parents (however, most centres indicated that this was not a concern)
- Some centres do not have front verandas or foyers. Some have veranda or foyer spaces that are too small, or their shape is unsuitable
- Some centres have small cramped offices. None have staff/meeting rooms
- Storage – both internal and external - is a problem at most centres
- Some centres have offices, kitchens, storerooms and staff toilets that are not directly connected to the playrooms
- Some centres have children's toilets that are not directly accessible from the outdoor play area
- Most centres do not have disability toilets. Some toilets need updating
- Some centres do not have rear verandas. Some verandas are small, narrow and poorly functional
- The children's toilets at some centres are poorly visible from the internal playrooms and external play areas. Some are too visible, in that the bathrooms can be seen from the street or the front entrance of the kindergarten buildings
- Some have outdoor play areas that are irregularly shaped and have areas that are difficult to surveil.

6.2 M&CH service

- There are six M&CH centres in Bayside. Two centres are stand-alone. Four are co-located with other early years programs – kindergarten, occasional care etc. All the centres were purpose built. Five centres are in residential areas. One is in a strip shopping area. (Note: Council recently sold the Sandringham Centre, which will co-locate with the Sandringham Library following refurbishment).
- Each centre has two consulting rooms, bathroom, kitchen/kitchenette, waiting room and storage areas. Each centre has the capacity to provide 20 sessions per week. Currently, they are operating at between 9-16 sessions. Therefore, the centres have the capacity to provide for additional demand.
- On a geographic basis, there is a reasonable distribution of centres across the municipality. There is no centre in the Black Rock area.
- The M&CH service is essentially a suburban level service. Therefore, it is important the centres are located on or close to public transport routes. All the centres are situated within 300m of a train station or bus stop.
- As a universal service, the main driver of demand is the 0-4yo population. Between 2001 and 2016, the 0-4yo population of Bayside increased by 605. The largest increases occurred in Cheltenham, Hampton/Hampton East and Highett. The largest decline occurred in Beaumaris. A modest increase of 390 children (0-4yo) is projected
across Bayside by 2031. Increases are projected in Beaumaris, Brighton and Sandringham. The existing M&CH centres can accommodate more sessions and will be able to satisfy this demand:

- Generally, the centres are well located and in good condition. However, they have some functionality/maintenance issues. These include:
  - Beaumaris: second consulting room is comparatively small. The kitchen is dated but functional. The centre lacks storage. There are some flooding issues at the front entrance. Centre gets dusty in summer – dust entering the building from the unsealed carpark and paths to the immediate north of the centre. The shared entrance with Olive Phillips Kindergarten is unattractive.
  - Highett: carparking can be difficult. Sometimes parents must park some distance from the centre. The front entrance is difficult to negotiate particularly by mothers with prams or carrying babies – heavy door which is difficult to push open. The foyer space gets congested at peak usage times. The waiting room is comparatively small.
  - Hampton: second consulting room is comparatively small. There are parking and safety concerns at the centre. Shoppers are parking and driving through the centre’s carpark. Conflict is occurring with the cars that are attending the centre.
  - Brighton North: toilet facilities are dated (note: the centre shares the facilities with the kindergarten and occasional care programs).

6.3 Playhouses/toy library

- There are five playhouses in Bayside. Three houses - Brighton South Playhouse, Hampton Playhouse and Beaumaris Playhouse - are solely used for playgroups. At these facilities, the parents remain with the children. Therefore, the facilities are not subject to any regulation other than the standard building and access codes. There are no floor space stipulations and outdoor play areas are not required. Two houses - Brighton Playroom and Bayside Playhouse and Occasional Care Centre (Sandringham) – offer occasional care. The children attending occasional care are looked after by trained staff. Parents do not normally remain. Facilities offering occasional care are required to have a limited hours licence. This licence has similar requirements to the standard hours licence (required for kindergartens) except for the need to provide an outdoor play area. However, a play area is considered essential to the service and is typically provided;

- Brighton Playroom operates from the North Brighton Childrens Centre. It comprises an indoor playroom and small storage, children’s toilet and office areas. It shares a foyer, kitchen and staff/parents’ bathroom with the adjoining kindergarten and M&CH centre. The Playroom is operating at capacity - It cannot meet the demand for its morning sessions and is limiting attendances for individual children to one session per week. It wants a larger playroom (preferably split into two areas for older and younger children). Its outdoor area and office, children’s toilet and storage areas are small;

- Brighton South Playhouse operates from a former maternal and child health building. It is functional and in reasonable condition. However, it is underutilised;

- Hampton Childrens’s Playhouse operates from a converted house. It is a highly popular venue and is functional and in good condition;
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- Bayside Playhouse and Occasional Care Centre in Sandringham is also a popular venue. It is highly functional and in good condition. It has concerns about the lack of shade and the hardness of the concrete paths in the play area (from a fall and safety perspective). It has a concern about the safety of the brick edging in the playground;
- Beaumaris Playhouse is a well-used venue. It is functional and in good condition;
- There is no playhouse in Black Rock and no occasional care service in Hampton East, Black Rock, Cheltenham or Highett; and
- The toy library is located in a former book library building in Brighton, near the Brighton Golf Course. It comprises a kitchen, bathrooms, desk area, collection area and storerooms. The library building is reasonably functional. The main concern is the desk area which gets congested when members are checking toys in and out. The library would like to modify the building to provide separate entry and exit points. This would remove the congestion and speed up the check in/out process. The library is also keen to redevelop the front grassed area as a social/play space. It is operated by volunteers and has in excess of 232 memberships.

7. Infrastructure Plan

7.1 General objectives

The Infrastructure Plan is aimed at providing a suite of Council owned early years facilities that:

- Satisfy existing demand and have the capacity to cater for additional demand;
- Comply with relevant legislation and building codes;
- Are fit for purpose and highly functional;
- Are conveniently located and equitably distributed across the municipality;
- Are optimally used;
- Promote service integration;
- Are accessible to and suitably designed for children with disabilities and other additional needs;
- Are sustainable in terms of maintenance;
- Provide safe environments for staff, children and families; and
- Support the implementation of the National Quality Standard (NQS) for early childhood care and education.
7.2 Design objectives

The Infrastructure Plan is aimed at achieving the following design objectives:

Kindergarten

- The floor areas listed in the following table 1.

<table>
<thead>
<tr>
<th>Component elements</th>
<th>Facility with one playroom (33 place) m²</th>
<th>If a separate second playroom (22 place) is provided m²</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Front veranda</td>
<td>20</td>
<td>30 (shared)</td>
</tr>
<tr>
<td>- Foyer</td>
<td>20</td>
<td>25 (shared)</td>
</tr>
<tr>
<td>- Office</td>
<td>16</td>
<td>20 (shared), 8 if separate</td>
</tr>
<tr>
<td>- Staff/meeting room</td>
<td>12</td>
<td>16 (shared)</td>
</tr>
<tr>
<td>- Indoor play room/s²</td>
<td>125</td>
<td>90</td>
</tr>
<tr>
<td>- Internal storage</td>
<td>20</td>
<td>30 (shared), 10 if separate</td>
</tr>
<tr>
<td>- Kitchen</td>
<td>12</td>
<td>16 (shared), 8 if separate</td>
</tr>
<tr>
<td>- Staff/accessible toilet</td>
<td>8</td>
<td>12 (shared), 6 if separate</td>
</tr>
<tr>
<td>- Children’s amenities area</td>
<td>16</td>
<td>12 (separate)</td>
</tr>
<tr>
<td>- Rear veranda</td>
<td>40</td>
<td>30 (separate)</td>
</tr>
<tr>
<td>- External storage</td>
<td>20</td>
<td>35 (shared), 15 if separate</td>
</tr>
</tbody>
</table>

- The ability to license at least one playroom at the kindergarten for 33 places. If a second room is provided, a capacity to license this space for at least 22 children;
- If a second playroom is provided, a direct connection between the two playrooms;
- Secure entry to the kindergarten building from the street, i.e. separated from the outdoor play area;
- An enclosable front veranda;
- A suitable sized and shaped foyer area which enables the easy circulation of parents, carers and children and connects directly to the indoor playroom/s;
- A suitable area for the provision of lockers;
- Suitably sized office and kitchen areas which connect directly to and have surveillance of the indoor playroom/s;
- A small meeting room/confidential space;
- Staff/accessible toilet/s close to the office and opening directly into the indoor playroom/s;
- Suitably sized internal storage areas with direct access to the playroom/s;
- Children’s toilets which:
  - Are accessible from the playroom/s and outdoor play area
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- Can be surveilled from the playroom’s and outdoor play area
- Provide some privacy to the children.
- A suitable sized, shaped and enclosable rear veranda which can be directly accessed off the playroom and has the potential to be included in the licensable playroom space;
- External store/s which has covered access serving the play area; and
- An attractive exciting play area which can be easily supervised and used for a range of diverse play experiences.

**Occasional care/playhouses**

- Where occasional care is provided, the ability to license at least one playroom at the centre for 22 places;
- Secure entry to the building from the street, i.e. separate from the outdoor play area;
- A front entry area which enables the easy circulation of parents and children;
- Suitably sized office, kitchen and storage areas which connect directly to the indoor playroom/s;
- Staff/accessible toilet close to the indoor playroom/s;
- If multiple indoor play areas are provided, a direct connection between the two playrooms;
- Children’s toilets which are accessible from the playroom/s and outdoor play area;
- A suitable sized, shaped and enclosable rear veranda which can be directly accessed off the play room;
- External store/s serving play area which has covered access; and
- An attractive exciting play area which can be easily supervised and used for a range of diverse play experiences.

**M&CH centre**

- A covered front entry area which enables the easy circulation of parents, carers and toddlers;
- An attractive and suitably sized waiting room that has the capacity to be used for group sessions;
- Public and staff/accessible toilets;
- Suitable baby change facilities;
- Two good sized consulting rooms with adequate storage; and
- Suitable kitchen facilities.

**Toy library**

- A covered front entry area which enables the easy circulation of parents, carers and children;
- Suitable toy check in and check out areas;
- Suitably sized and attractive toy collection and display area/s;
- Adequate storage areas;
- Public and staff/accessible toilets;
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- Suitable baby change facilities; and
- Kitchen facilities.

7.3 Action plan

The recommended actions with respect to Council’s early years facilities are listed in Tables 2 and 3 on pages 13-15. The tables differentiate general actions and individual facility actions.

The cost of actions have been assigned, where relevant. The costs are broad estimates based on floor and play area rates and will need to be firmed up through more detailed concept planning and QS costing processes.

Several factors will be considered in determining the priority of the actions. These factors are:

- Works needed to satisfy unmet or imminent demand;
- Works needed to address compliance and/or safety issues;
- Recent and current levels of demand for the facility;
- The level of disadvantage and vulnerability in the community served by the facility;
- The comparative level of functionality of the facility;
- Contingent upon other Council infrastructure priorities;
- The capital cost of the proposed development works;
- The ease from a physical logistical sense of undertaking the redevelopment works (including logistics of service disruption/relocation);
- The extent of preplanning that has already been undertaken for the development works; and
- The level of support from the staff, users and managers of the facility for the actions should also be taken into consideration.

Unmet and imminent demand and addressing compliance and safety issues relate to four facilities.

7.4 Funding

The implementation of the Infrastructure Plan will require the allocation of resources for planning, designing, constructing, commissioning, overseeing and maintaining the facilities.

Capital funds will be required to convert, extend or refurbish existing facilities or develop new facilities. Government funding may become available for some projects however Council will be the main source. Resources will also be needed to maintain and renew the buildings over their lifecycles.

Council has established a fund for works related to early years facilities – the Early Years Reserve Fund ($5.55M). The full implementation of the Infrastructure Plan will require funding above this amount. These funds will need to be approved through Council’s annual budget process.
7.5 Capital cost estimates

Tables 2 and 3 contain details of the Infrastructure Plan recommended actions.

Table 2 details the general works that are proposed for multiple early years sites. At some sites, the works should be undertaken when the major redevelopment works are occurring at the sites. At other sites, the works may not need to be deferred as they will not be impacted by the major redevelopment works. Note: the estimated costs are for works that are not being deferred.

Table 2 – Facilities Plan: Cost estimates, recommended general actions

<table>
<thead>
<tr>
<th>Facility</th>
<th>Estimated cost $</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL</td>
<td></td>
</tr>
<tr>
<td>Accessible bin enclosures</td>
<td>15,000</td>
</tr>
<tr>
<td>Entrance improvements – landscaping, paving</td>
<td>100,000</td>
</tr>
<tr>
<td>Bike and scooter racks</td>
<td>15,000</td>
</tr>
<tr>
<td>Storage expert. Disposal of surplus equipment etc. Recommendations on improvements to storage areas. Minor works undertaken</td>
<td>50,000</td>
</tr>
<tr>
<td>Technology improvements</td>
<td>80,000</td>
</tr>
<tr>
<td>Privacy doors on children’s bathrooms</td>
<td>28,000</td>
</tr>
<tr>
<td>Verandas made enclosable</td>
<td>150,000</td>
</tr>
<tr>
<td>Acoustic ceiling tiles replaced</td>
<td>100,000</td>
</tr>
<tr>
<td>Hire and siting of portables</td>
<td>1,000,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,538,000</strong></td>
</tr>
</tbody>
</table>
Table 3 – Infrastructure Plan: Cost estimates, recommended actions individual centres

<table>
<thead>
<tr>
<th>Facility</th>
<th>Estimated cost $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergartens</td>
<td></td>
</tr>
<tr>
<td>Black Rock – Improved spaces and amenities to increase functionality</td>
<td>302,000</td>
</tr>
<tr>
<td>East Beaumaris – Replace with a new double room, 55 place facility as the facility has comparatively high use and is poorly functional</td>
<td>2,250,000</td>
</tr>
<tr>
<td>Fern St Children’s Centre – Black Rock (new facility to meet community need for kindergarten, toy library, occasional care, meeting spaces and intergenerational children’s sensory garden combined with adults exercise space)</td>
<td>4,460,000</td>
</tr>
<tr>
<td>Gordon Street - Redevelop and extend existing facility into attached Council owned building to increase spaces and amenities</td>
<td>678,000</td>
</tr>
<tr>
<td>Grange Road - Extend to increase playroom and other indoor spaces and improved amenities</td>
<td>561,000</td>
</tr>
<tr>
<td>Hampton Community - Improved amenities and outdoor veranda made enclosable</td>
<td>150,000</td>
</tr>
<tr>
<td>Helen Paul - Replace the facility with a new 33 place centre as it is not fit for purpose and is poorly functional</td>
<td>1,300,000</td>
</tr>
<tr>
<td>Hurlingham (East Brighton) - Extend and reconfigure the kindergarten to provide improved amenities and a playroom that can be registered for 33 places through an extension or by having the capacity to temporarily enclose the veranda area</td>
<td>310,000</td>
</tr>
<tr>
<td>Jack and Jill (Beaumaris) - Redevelop and extend existing facility to improve amenities and functionality</td>
<td>224,000</td>
</tr>
<tr>
<td>Livingston (Hightett) - Redevelop the children’s centre as a two room 55 place kindergarten facility and relocate MCH to the CSIRO site</td>
<td>550,000</td>
</tr>
<tr>
<td>Nagle - Extend to increase playroom, improved amenities and outdoor veranda made enclosable</td>
<td>330,000</td>
</tr>
<tr>
<td>North Brighton - Reconfigure and extend kindergarten to provide 2 rooms of 33 and 22 places. Part of larger site redevelopment. See also Brighton North Playroom and North Brighton M&amp;CH Centre</td>
<td>610,000</td>
</tr>
<tr>
<td>Olive Phillips - Improve the appearance of the front entrance</td>
<td>40,000</td>
</tr>
<tr>
<td>Olympic Avenue (Cheltenham) - Extend and reconfigure to provide improved spaces and amenities to increase kindergarten functionality</td>
<td>594,000</td>
</tr>
<tr>
<td><strong>Sub total</strong></td>
<td><strong>12,359,000</strong></td>
</tr>
</tbody>
</table>
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<table>
<thead>
<tr>
<th>Facility</th>
<th>Estimated cost $</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>M&amp;CH Centres</strong></td>
<td></td>
</tr>
<tr>
<td>Hampton ($365,000 cost to be considered as part of Hampton Hub feasibility study)</td>
<td>N/A</td>
</tr>
<tr>
<td>Highbett ($365,000 cost to be considered as part of the CSIRO site)</td>
<td>N/A</td>
</tr>
<tr>
<td>Sandringham (cost included in library re-development)</td>
<td>N/A</td>
</tr>
<tr>
<td>Beaumaris - Improve amenities and front entrance</td>
<td>50,000</td>
</tr>
<tr>
<td>Brighton North - Relocate the Brighton North M&amp;CH Centre to a new purpose-built facility on 3 Cross St</td>
<td>620,000</td>
</tr>
<tr>
<td>Brighton East - Re-instate the play/garden area</td>
<td>40,000</td>
</tr>
<tr>
<td><strong>Sub-total</strong></td>
<td>710,000</td>
</tr>
<tr>
<td><strong>Playhouses/Toy Library</strong></td>
<td></td>
</tr>
<tr>
<td>Bayside Playhouse and Occasional Care (Sandringham) - Construct a rear verandah and lay rubber soft fall over concrete paths and pads in the rear play area</td>
<td>50,000</td>
</tr>
<tr>
<td>Bayside Toy Library (Brighton) - Modify to provide a separate exit point to improve functionality and redevelop the front grassed area as a small social/playspace</td>
<td>60,000</td>
</tr>
<tr>
<td>Beaumaris Playhouse – General works (costs included Table 2) No additional works required</td>
<td>-</td>
</tr>
<tr>
<td>Brighton South - Utilise the Brighton South Playhouse as a location for displaced services because of redevelopment works. Refurbish the facility to make it suitable as a temporary replacement facility</td>
<td>200,000</td>
</tr>
<tr>
<td>Brighton North - Expand the Playroom into the M&amp;CH centre to meet service demand</td>
<td>620,000</td>
</tr>
<tr>
<td>Hampton Playhouse – General works (costs included Table 2) No additional works required</td>
<td>-</td>
</tr>
<tr>
<td><strong>Sub-total</strong></td>
<td>930,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>15,537,000</td>
</tr>
</tbody>
</table>

### 7.6 Provision of temporary alternative locations

Redevelopment works are proposed for most of the early years facilities. In some cases, the works could proceed with some inconvenience but no major disruption to the service occupying the facilities. In some cases, the services will have to relocate while the works are...
being carried out. In some cases, the relocation will be for a short period; in other cases, the relocation could be for a lengthy period.

Council officers will also be heavily involved in assisting with the preparation of concept plans and organising temporary or permanent locations for displaced programs.

Some services will need temporary facilities. For kindergarten and occasional care programs, this facility will need to be of a high enough standard to be licensed as an education and care centre or children’s services facility. The requirements for M&CH centres and playhouses will not be as stringent but the facilities will need to be functional, accessible and in good condition.

Options include:

- Maximising enrolments at existing facilities.
- Portable buildings on the current site.
- Portable buildings in the adjacent park.
- Relocation to another suitable existing site – e.g. Brighton South Playhouse, hall etc.
- Relocation to a new facility – e.g. the proposed Fern St Children Centre.

7.7 Communication and engagement plan

The adoption and implementation of the Infrastructure Plan will have implications for the families and children that use Council’s early years services, the organisations that fund the services (DET and Council), Committees of Management and service staff.

Most of Council’s early years facilities will be impacted in some way and considerable officer time will be required to manage communications and relationships with Committees of Management, staff and service users.

Some actions will cause disruption to the services - services being disrupted by building works, staff being shifted to other locations etc. Council will need to develop and implement an effective, targeted communication plan. The plan should contain specific strategies and explain the relevant recommendations in the infrastructure plan.

7.8 Monitoring and review

The Early Years Infrastructure Plan should be treated as a ‘living document’. It should be formally reviewed on a yearly basis in time for the formulation of Council’s annual budget and amended after the adoption of the budget. A major review should be conducted after five years.

Council’s Manager Community Services should be responsible for ensuring the Early Years Infrastructure Plan is reviewed. Matters/developments that could prompt amendments to the Plan or should be considered in the annual and five yearly reviews are as follows:
Early Years Infrastructure Plan August 2018

- Completion of projects listed in the Early Years Infrastructure Plan;
- Decisions made to delete, change or add projects to the Early Years Infrastructure Plan (e.g. through the capital works budget development and adoption process or by other resolution of Council);
- Legislative and policy changes (Government and Council) that impact on the demand for and the design and capacity of early years infrastructure e.g. funding of 3yo kindergarten;
- Formal approval of major development sites where the number of dwellings and/or projected household size are substantively higher or lower than the number of dwellings and households used when producing current Council’s population forecasts;
- The production of revised population forecasts;
- Significant demographic change in Bayside or in certain local areas e.g. growing disadvantage in certain local areas etc;
- Changes to preferred facility delivery models for early years infrastructure types as a result of Government funding requirements, community expectations and other external factors;
- Changes to the capacity of Council to meet early years infrastructure;
- Changes to Government capital funding programs for early years infrastructure;
- The completion of strategy plans, feasibility studies, masterplans, land-use plans etc that contain recommendations and other information (e.g. timeframe for developments, land area requirements, land costs, construction costs, funding sources) which are material to the actions contained in the Early Years Infrastructure Plan and/or require new actions to be included in the Plan; and
- The availability of other information that will help to refine the information presented in the Early Years Infrastructure Plan – e.g. concept plans, building plans, formal costings etc.
10.12 2019 AUSTRALIAN LOCAL GOVERNANCE ASSOCIATION (ALGA)  
NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT  

Executive summary

Purpose and background
To advise Council of the Australian Local Government Association 2019 National General Assembly of Local Government to be held in Canberra from 16-19 June 2019.

The Australian Local Government Association (ALGA) is the national peak advocacy body for local government. The ALGS’s work includes, but is not limited to, the establishment of national policy and extensive liaison and lobbying with departments, Ministers and other parliamentarians at the Commonwealth level to achieve better outcomes for local communities.

The Assembly is the major event on the annual local government events calendar and typically attracts more than 700 Mayors, Councillors and senior officers from Councils across Australia.

The Australian Government is increasingly looking at local government to play a role as a partner in tackling the major issues facing the nation and the Assembly is the opportunity to make sure that the views of local governments are represented.

The Annual General Assembly is also a great opportunity for Council to present various motions for consideration by the Assembly that have a national sector impact. Over the last few years Council has submitted motions to the National Assembly. All motions have been accepted and successfully carried by the Assembly.

Key issues
Council has been represented at previous National General Assemblies in Canberra. All Councillors have been advised of the National Assembly and to date both Crs del Porto, Castelli and the Mayor, Cr Heffernan, have expressed a desire to attend. The cost of registration is approximately $989 based on early bird registration per delegate and approximate cost for accommodation in the range of $975 for a total of three nights. Airfares to Canberra during this peak period is approximately $463 return.

Recommendation
That Council approves the attendance of Cr del Porto, Cr Castelli and the Mayor Cr Heffernan at the ALGA National Assembly to be held in Canberra from 16 – 19 June 2019.

Support Attachments
Nil
Considerations and implications of recommendation

Liveable community

Social
There are no social implications associated with this report.

Natural Environment
There are no natural environment implications associated with this report.

Built Environment
There are no built environment implications associated with this report.

Customer Service and Community Engagement
There are no customer services or community engagement implications associated with this report.

Human Rights
The implications of this report have been accessed and not considered likely to breach or fringe upon the human rights contains in the *Victorian Charter of the Human Rights and Responsibilities Act 2016*.

Legal
There are no legal implications associated with this report.

Finance
The cost associated with the attendance of three councillors at the National Assembly is provided within the current 2018/19 budget.

Links to Council policy and strategy
In accordance with Council’s Reimbursement, Support, Resources, Reimbursement and Accountability Policy each Councillor is able to attend one interstate conference per annum. To date during the 2018/19 financial year no councillor has attended an interstate conference. The attendance of councillor presentation at the National Assembly is in accordance with Council's policy.
Executive summary

Purpose and background
The purpose of this report is to present an opportunity to participate in a group agreement to aggregate demand for the purchasing of renewable energy, which is an action required for Council to meet its commitment to be carbon neutral for its operations by 2020.

Council’s approach to achieving carbon neutrality is outlined in the Carbon Neutrality Action Plan. A major action to bring Council closer to achieving its carbon neutrality commitment is to procure energy from large scale renewable energy projects. This action is preferred to offsetting emissions, as it deals directly with the source of carbon emissions. This action also allows Council to source local renewable electricity. Under this approach, carbon offsets are used as a final option to reduce residual carbon emissions to zero.

Council’s current energy contracts facilitated by Procurement Australia (PA) expire on 30 June 2020. The current PA contract purchases electricity generated from coal. Solar electricity generated from panels on Council buildings represents approximately 6 per cent of Council’s current electricity use. Public lighting represents 45 per cent of overall electricity use. Purchasing renewable energy to power our buildings and public lighting is a way to reduce carbon emissions.

New opportunities are now available to purchase renewable electricity. These opportunities are expected to provide better cost outcomes and certainty for Council than the current arrangements. This includes Power Purchase Agreements (PPAs) which are a contract between an electricity buyer and an electricity generator. The agreement can take several forms, and can provide both parties with certainty about price and the source of electricity over a long period.

In Australia, renewable energy procurement is growing in popularity across private and public sector organisations who are large energy users. Consortiums of large organisations and some local governments have pursued PPAs to provide long-term price certainty, enabling them to mitigate risks of increased energy costs in a volatile market. Additionally, they have been able to achieve their carbon reduction targets, while taking a leading role in securing renewable electricity supply.

Participating in a renewable energy PPA allows Council to address Action 3.5 within its Carbon Neutrality Action Plan, by switching from fossil fuel non renewable energy sources to renewable sources. At this time, two options for PPAs are available to Council.

Procurement Australia (PA) is an agency offering to aggregate demand from Councils for a renewable energy purchase. PA is offering a Power Purchase Agreement, which will begin on 1 July 2020 for a 10 year contract term. This PPA requires a commitment from Council by 15 March 2019. This contract can include Public Lighting electricity accounts, and electricity accounts for Large Market and Small Market sites.

Similarly, the South East Councils Climate Change Alliance (SECCCA) is offering the South East Melbourne Renewable Energy Project (SEMREP). The SEMREP is another aggregation solution that will become available in the coming months. The project aims to assist Councils to reduce greenhouse gas emissions by procuring electricity from renewable energy projects. SEMREP is currently in the final stages of development and will provide Council with an opportunity to shape the direction of the region’s approach to renewable energy procurement, aiming to begin on 1 July 2020, in line with the other energy procurement product offerings.
Key issues

Council has utilised Procurement Australia over several years to procure energy including electricity and natural gas, across Public Lighting, Large market and Small market sites. In the recent term, the prices set in Council’s fixed price contracts for non-renewable electricity have increased significantly since the previous contract.

Pursuing a renewable energy PPA will provide Council with savings on electricity costs in the long term while simultaneously providing Council with the means to meet its carbon neutrality goals within the appropriate timeframe.

There are a range of energy procurement options for Council, with the benefits and risks associated with each option summarised in Table 1.

Summary of Opportunities to Purchase Renewable Energy

Table 1 shows the benefits and risks to Council of each method presented above.

**Table 1. Summary of Opportunities to Purchase Renewable Energy**

<table>
<thead>
<tr>
<th>Method</th>
<th>Benefits</th>
<th>Risks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Power Purchase Agreement through Procurement Australia</td>
<td>• 100% renewable energy&lt;br&gt;• Price certainty over long term timeframe&lt;br&gt;• Budget certainty over long term timeframe&lt;br&gt;• Cost saving through aggregated purchasing&lt;br&gt;• Reduced administrative costs (staff time)</td>
<td>• Market prices may be different from modelling&lt;br&gt;• Participants of the PPA span various organisations with different objectives</td>
</tr>
<tr>
<td><strong>Proposed option for 75% of Council’s electricity costs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SEMREP through South East Councils Climate Change Alliance</td>
<td>• 100% renewable energy&lt;br&gt;• Regional renewable energy project&lt;br&gt;• Price certainty over long term timeframe&lt;br&gt;• Budget certainty over long term timeframe&lt;br&gt;• Cost saving through aggregated purchasing&lt;br&gt;• Reduced administrative costs (staff time)&lt;br&gt;• Greater control of process as SECCCA Member&lt;br&gt;• Potential contribution to development of new renewable energy infrastructure</td>
<td>• Smaller group of participating Councils&lt;br&gt;• Price differences as market prices change&lt;br&gt;• Still in project development phase</td>
</tr>
<tr>
<td><strong>Proposed option for 25% of Council’s electricity costs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Progressive Procurement</td>
<td>• Cost saving through more flexibility with purchasing</td>
<td>• Currently not available to purchase renewable energy&lt;br&gt;• Currently only available for purchasing electricity for Large market sites and Public Lighting</td>
</tr>
<tr>
<td><strong>Not proposed</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Based on this summary, four options are feasible to Council:

1. All Renewable Energy is purchased in a PPA through Procurement Australia
2. All Renewable Energy is purchased in a PPA through SEMREP
3. Renewable Energy is purchased in a PPA through Procurement Australia for Public Lighting and Large Market sites (75% of Council's electricity costs) and Renewable Energy is purchased in a PPA through SEMREP for Small Market sites (25% of Council's electricity costs)
4. Maintain business as usual – Fixed Price Procurement through Procurement Australia.

It is proposed that:

- a binding commitment to the Procurement Australia PPA for the purchase of renewable energy for Council’s Public Lighting and Large Market sites is made; and
- a commitment to the purchase of renewable energy for its Small Market sites through the SEMREP project is made.

**Recommendation**

That Council:

1. Commits to the procurement of renewable electricity through a Power Purchase Agreement with Procurement Australia, for Council’s Public Lighting and Large Market sites; and
2. Commits to the procurement of renewable electricity through the South East Melbourne Renewable Energy Project, for Council’s Small Market sites.

**Support Attachments**

1. Attachment 1 - Power Purchase Agreement - Indicative Business Case (separately enclosed) (confidential)
Considerations and implications of recommendation

Liveable community

Social
There is growing community awareness and concern regarding the impacts of carbon emissions on climate change. There is also an expectation within the community that Council will use its resources efficiently and will respond to the challenges of climate change.

Switching from non-renewable energy sources to renewable is a demonstration to the community about Council’s proactive approach to responding to climate change. Additionally, the development of infrastructure can create jobs and increase economic development for the communities within the region and state.

Natural Environment
Procuring renewable energy for Council’s operations will directly address risks to the natural environment by contributing to the reduction of harmful impacts of climate change on humans and natural ecosystems.

The development of infrastructure would be aligned with environmentally sensitive guidelines and approvals through state agencies to ensure minimal environmental impact in the local area of construction.

Built Environment
Figure 1 shows Council’s total electricity usage for the six most recent financial years. Council energy efficiency initiatives have substantially reduced electricity use by 22 per cent in this period. This reduction is due to initiatives such as: changing to more efficient street lighting; installation of solar panels; lighting upgrades in Council facilities; and equipment upgrades to more energy efficient technology.

Energy efficient initiatives will continue to be undertaken regardless of the method of energy procurement. This will continue to alleviate the rising cost of energy for Council.

The development of renewable energy infrastructure would be chosen in a manner which has minimal impact on the built environment and would connect appropriately with the existing electricity grid.
Customer Service and Community Engagement

Through the community consultation for the Draft Carbon Neutrality Action Plan 2018-2020, opened between 18 December 2017 and 5 February 2018, a detailed response was received from the Bayside Climate Change Action Group (BCCAG), with specific actions relating to energy procurement.

These included:
- Purchasing certified renewable electricity, with very low or zero emissions, will reduce Council’s greenhouse gas emissions, alleviating the need to purchase greenhouse gas offsets. BCCAG suggests that this strategy may be simpler and more cost-effective.
- Council should explore the bulk purchase of renewable energy with partners (i.e. the South East Councils Climate Change Alliance), using the Melbourne Renewable Energy Project as a model.

Human Rights

The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal

As a binding commitment to the Procurement Australia PPA is required from Council in March 2019, the terms and conditions of the binding commitment were provided to Council on 29 January 2019. The contractual terms were reviewed by Council officers and Council’s legal advisors who provided comment. The legal advice confirmed the legally binding nature of the commitment and provided Council with the possible outcomes for breaching this contract. The legal advice recommended to clarify meanings of important terms written within the terms and conditions document, which Council has subsequently undertaken. Council officers are confident in continuing with the agreement following the advice provided by its lawyers and the correspondence between Council officers and Procurement Australia.

Finance

Council officers have sought clarification from Procurement Australia, and confirmed that the contract requirements will not be available until the binding commitment has been made. The contract requirements will determine the total price for purchasing renewable energy. As well as the standard wholesale price for electricity provided by a renewable energy generator, the total price will include the additional peak and off-peak retail prices for electricity provided by retailers. The wholesale price of renewable energy will have an upper limit of $73 per Megawatt-hour (MWh). The additional peak and off-peak retail prices will vary based on this amount. The prices indicated to date are acceptable.

Using the current financial year forecast expenditure for Public Lighting, Large Market and Small Market sites, Figure 2 outlines the estimated costs and savings of entering into a 10 year PPA under best, average and worst case energy pricing scenarios per year across the 10 year time horizon.
Figure 2. Estimated average costs and savings of PPA through Procurement Australia

<table>
<thead>
<tr>
<th>Electricity Costs</th>
<th>2018/19 Forecast costs (Current contract)</th>
<th>Projected future costs under best case scenario</th>
<th>Projected future costs under average case scenario</th>
<th>Projected future costs under worst case scenario</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Lighting</td>
<td>$318,000</td>
<td>$271,890</td>
<td>$294,150</td>
<td>$317,046</td>
</tr>
<tr>
<td>Electricity – Large Market sites</td>
<td>$311,00</td>
<td>$265,905</td>
<td>$287,675</td>
<td>$310,0067</td>
</tr>
<tr>
<td>Electricity – Small Market sites</td>
<td>$213,000</td>
<td>$182,115</td>
<td>$197,025</td>
<td>$212,361</td>
</tr>
<tr>
<td>Total Electricity Costs</td>
<td>$842,000</td>
<td>$719,910</td>
<td>$778,850</td>
<td>$839,474</td>
</tr>
<tr>
<td>Total Electricity Savings</td>
<td>$122,090</td>
<td>$63,150</td>
<td>$2,526</td>
<td></td>
</tr>
</tbody>
</table>

Note: these figures are based on modelling sourced in the Procurement Australia PPA Business Case by SavvyPlus Consulting, p.16, attached as Attachment 1. The estimated costs and savings in each scenario use a modelled Net Present Value (NPV) of the saving benefit on contestable utility costs, which constitute 50% of utility costs. The above figures were calculated using the corresponding NPV figure for each scenario, applied to 50% of the estimated costs and added to the remaining 50% of incontestable (i.e. unchanging) costs.

The projected future best, average and worst cost saving scenarios correlate to the PA PPA Indicative Business Case scenarios, High, Medium and Low, respectively.

Figure 3 shows the estimated costs and savings per year under best, average and worst case energy pricing scenarios of entering into a 10 year PPA.

Figure 3. Estimated costs and savings of PPA through Procurement Australia for 2020/21-2022/23

<table>
<thead>
<tr>
<th>Financial year</th>
<th>Projected future costs under best case scenario</th>
<th>Projected future costs under average case scenario</th>
<th>Projected future costs under worst case scenario</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018/2019 Forecast costs (Current contract)</td>
<td>$842,000</td>
<td>$842,000</td>
<td>$842,000</td>
</tr>
<tr>
<td>2020/2021: Total Electricity Costs</td>
<td>$665,180</td>
<td>$724,120</td>
<td>$795,690</td>
</tr>
<tr>
<td>2021/2022: Total Electricity Costs</td>
<td>$694,650</td>
<td>$770,430</td>
<td>$837,790</td>
</tr>
<tr>
<td>2022/2023: Total Electricity Costs</td>
<td>$711,490</td>
<td>$778,850</td>
<td>$837,790</td>
</tr>
<tr>
<td>Total Electricity Costs over 3 years with current forecast costs</td>
<td>$2,526,000</td>
<td>$2,526,000</td>
<td>$2,526,000</td>
</tr>
<tr>
<td>Total Electricity Savings over 3 years</td>
<td>$454,680</td>
<td>$252,600</td>
<td>$54,730</td>
</tr>
</tbody>
</table>

Note: these figures are based on modelling sourced in the Procurement Australia PPA Business Case by SavvyPlus Consulting, p.19, attached as Attachment 1.
The estimated costs and savings in each scenario use a modelled estimated cost saving on contestable utility costs as per financial year, which constitute 50% of utility costs. The above figures were calculated using the corresponding financial years figure for each scenario, applied to 50% of the estimated costs and added to the remaining 50% of incontestable (i.e. unchanging) costs. The savings have not had NPV rates applied.

The projected future best, average and worst cost saving scenarios correlate to the PA PPA Indicative Business Case scenarios, High, Medium and Low, respectively.

Whilst there is a difference of cost-saving between each scenario and across financial years, the modelling shows that renewable energy under a PPA will not incur additional costs over current costs, with the modelling suggesting the average case to be the most likely. Over the full-term to 2030, the Net Present Value of the saving benefit on contestable costs is expected to be about 15%. This cost saving coupled with the benefits of purchasing renewable energy across the 10 year PPA presents a strong case to participate in the PPA.

Additionally, on signing the binding agreement there will be a financial contribution of up to $15,000 made to Procurement Australia to complete the tender process for the renewable energy PPA product.

Links to Council policy and strategy

Participating in a renewable energy PPA allows Council to address Action 3.5 within the Carbon Neutrality Action Plan 2018-2020, by switching from fossil fuel non renewable energy sources to renewable sources.

Additionally, a renewable energy PPA demonstrates commitment to addressing Council’s contribution to climate change, through achieving carbon neutrality. Achieving carbon neutrality aligns with the Council Plan 2017-2021, Goal 5 – Environment. This procurement option also demonstrates Council’s Environmental Sustainability Framework (ESF) Goal 1 Leading the Way, with Bayside City Council operating as a model of environmental sustainability.

Options considered

Option 1 - Not recommended

<table>
<thead>
<tr>
<th>Summary</th>
<th>All Renewable Energy is purchased in a PPA through Procurement Australia</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>This option allows Council to purchase 100% renewable energy and provides energy price certainty over a long term timeframe. With the price certainty there is budget certainty as well. When participating in a PPA there is a cost saving through aggregated purchasing of energy and there is an administrative cost saving associated with staff time when the contract runs over a long term timeframe.</td>
</tr>
<tr>
<td>Issues</td>
<td>Current savings are based on modelling and the market prices may be different from the modelling. Additionally, the participants in the Procurement Australia PPA span various organisations from public and private sectors and may have different objectives.</td>
</tr>
</tbody>
</table>
**Option 2 - Not recommended**

<table>
<thead>
<tr>
<th>Summary</th>
<th>All Renewable Energy is purchased in a PPA through SEMREP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>This option allows Council to purchase 100% renewable energy and provides energy price certainty over a long term timeframe. With the price certainty there is budget certainty as well. Participating in the South East region project can provide benefits to the local region and gives Council greater control of the process as a SECCCA member. When participating in a PPA or potentially developing new renewable energy infrastructure there is a cost saving through aggregated purchasing of energy and there is an administrative cost saving associated with staff time when the contract runs over a long term timeframe.</td>
</tr>
<tr>
<td>Issues</td>
<td>This project involves a smaller group of participating Councils and is still in the development phase. Additionally, the market prices for energy can change which will impact the cost savings for this project.</td>
</tr>
</tbody>
</table>

**Option 3 - Recommended**

<table>
<thead>
<tr>
<th>Summary</th>
<th>Renewable Energy is purchased in a PPA through Procurement Australia for Public Lighting and Large Market sites (75% of Council's electricity costs) and Renewable Energy is purchased in a PPA through SEMREP for Small Market sites (25% of Council's electricity costs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>This option allows Council to reap the benefits of both Option 1 and Option 2 and reduced the risks by diversifying Council's energy procurement products. This option allows Council to purchase 100% renewable energy and provides energy price certainty over a long term timeframe. With the price certainty there is budget certainty as well. Participating in the South East region project can provide benefits to the local region and gives Council greater control of the process as a SECCCA member. When participating in a PPA or potentially developing new renewable energy infrastructure there is a cost saving through aggregated purchasing of energy and there is an administrative cost saving associated with staff time when the contract runs over a long term timeframe.</td>
</tr>
<tr>
<td>Issues</td>
<td>The market prices for energy can change which will impact the cost savings for these projects.</td>
</tr>
</tbody>
</table>

**Option 4 - Not recommended**

<table>
<thead>
<tr>
<th>Summary</th>
<th>Maintain business as usual – Fixed Price Procurement through Procurement Australia</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>A fixed price energy procurement contract will provide short term energy price certainty.</td>
</tr>
<tr>
<td>Issues</td>
<td>This option will not purchase renewable energy and not meet Council's commitment to be carbon neutral for its operations by 2020. The energy price certainty in the short term exposes Council to price volatility in the long term.</td>
</tr>
</tbody>
</table>
Executive summary

Purpose and background

The purpose of this report is to recommend the appointment of a financial institution for provision of Banking and Bill Payment Services for the three year period from 1 July 2019 to 30 June 2022 with an option of two further twelve month periods.

The Council’s current banker, the National Bank of Australia (NAB), provides the following banking and bill payment services:

- **Transaction Banking** – Council’s operating accounts, clearing accounts, set-off accounts, payroll processing, account reconciliation and suppliers transaction payments.
- **Account Collections** – Including BPay facilities, credit and debit card, merchant facilities, locked box mail facility, direct bank debit, EFTPOS payments and internet facilities.
- **Deposits and Investments** – Money market call and 11 am, term deposits, commercial bills, fixed interest securities.
- **SecurePay** – Agreement to support the payment of Council’s telephone and internet payment gateway for Rates, Infringements and Animal Registrations, Aged and Disability Care, Arts & Events and Sundry Debtors.
- **The provision of over the counter services at Australia Post outlets for Rates, Animal Registrations, Aged and Disability payments and Sundry Debtors.**

The current contract with NAB is due to expire on the 30 June 2019.

The following table provides a status of the current customer payment methods and transactions:

<table>
<thead>
<tr>
<th>Payment Channel</th>
<th>Pay in Person Council Offices</th>
<th>Pay in Person Australia Post</th>
<th>Bpay</th>
<th>Telephone</th>
<th>Website/Webforms</th>
<th>Direct Debit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Infringements</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Animal Registration (Renewals Only)</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Animal Registration (New Animal)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>coming soon</td>
<td></td>
</tr>
<tr>
<td>Aged &amp; Disability Care</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arts &amp; Events</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Library Services</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Child Care</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sundry Debtors</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Number of Transactions</td>
<td>19,436</td>
<td>19,132</td>
<td>79,945</td>
<td>19,626</td>
<td>43,264</td>
<td>17,666</td>
</tr>
</tbody>
</table>

The number of transactions are measured based on the 2017/18 financial year. Of the approximately 199,000 payments, 116,000 relate to payments for rates and charges. BPay is the preferred payment option. The abovementioned payment gateways are underpinned by Council’s transaction banker, who receives payments on behalf of Council.
Key issues

An advertisement inviting organisations to submit tenders for the provision of Banking and Bill Payment Services was placed in the Age newspaper on 6 October 2018.

Submissions were received from the following organisations.

- National Australia Bank
- Commonwealth Bank of Australia
- Westpac Banking Corporation

Council convened a Tender Evaluation Panel comprising Council officers and engaged an expert banking consultant, Whitmore Consulting, to assess the tender submissions received.

Each document was assessed against the following evaluation criteria:

Table 1 Assessment Criteria

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Price – Overall cost of the contract inclusive of customer surcharge rebates, interest income differential and implementation costs</td>
<td>25%</td>
</tr>
<tr>
<td>Innovation – Ability and willingness to provide innovative approaches to traditional banking services, new products, and work with Council to streamline procedures &amp; services</td>
<td>20%</td>
</tr>
<tr>
<td>Relationship Management – Approach and experience of the team, proximity of support and help desk, documented response times, and to demonstrate a record of quality service</td>
<td>20%</td>
</tr>
<tr>
<td>Product Sophistication – Ability to meet Council’s processing requirements</td>
<td>15%</td>
</tr>
<tr>
<td>Community Commitment – Branch representation, grants, sponsorship and partnerships</td>
<td>10%</td>
</tr>
<tr>
<td>Implementation</td>
<td>10%</td>
</tr>
</tbody>
</table>

Table 2 Overall comparison of participants score

<table>
<thead>
<tr>
<th>Participant</th>
<th>Overall Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Australia Bank</td>
<td>82.1</td>
</tr>
<tr>
<td>Commonwealth Bank of Australia</td>
<td>78.5</td>
</tr>
<tr>
<td>Westpac Banking Corporation</td>
<td>76.5</td>
</tr>
</tbody>
</table>

The quality of the tender submissions from all three banks was very high with all three able to demonstrate relatively equal relationship management and product sophistication. NAB and the CBA scored higher than Westpac on community commitment. While the CBA demonstrated superior innovation this came at a much higher service cost whereas Westpac was a lower cost of service with a focus on core services and less focus on innovative products. While the cost of service from NAB was marginally higher than Westpac, NAB scored more highly than Westpac on innovation, community commitment, product sophistication, and implementation. Refer to the confidential evaluation report for further details and commentary regarding the evaluation and scores.
Recommendation
That Council:

1. Awards Contract 18/127 to the National Australia Bank for the provision of Banking and Bill Payment Services for a period of three years from 1 July 2019 to 30 June 2022 with the option for two twelve month extension periods;

2. Authorises the Chief Executive Officer to sign all necessary documentation related to CON/18/127 Banking and Bill Payment Services contract; and

3. Advises the unsuccessful tenderers accordingly.

Support Attachments
1. Confidential Item - Banking and Bill Payment Services contract evaluation matrix (separately enclosed) (confidential)
Considerations and implications of recommendation

Liveable community

Social
Not applicable to this report.

Natural Environment
Not applicable to this report.

Built Environment
Not applicable to this report.

Customer Service and Community Engagement
The Banking and Bill Payment Services contract will provide essential customer services to the community and customers of Bayside City Council providing a range of payment services solutions.

Human Rights
The implications of this report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal
This request for Tender was undertaken in accordance with the Bayside City Council’s Quotation and Tendering Procedure and section 186 of the Local Government Act 1989.

Finance
Based on the estimated transaction volumes and rates included in the contract the costs of the Banking and Bill Payment contract will be accommodated within the 2019/20 budget settings.

<table>
<thead>
<tr>
<th>2019/20 Budget</th>
<th>$ Annual</th>
<th>$ 5 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated transaction cost</td>
<td>292,728</td>
<td>1,513,640</td>
</tr>
<tr>
<td>Estimated surcharge refunded from customers</td>
<td>(237,000)</td>
<td>(1,185,000)</td>
</tr>
<tr>
<td>Net cost to Council</td>
<td>55,728</td>
<td>328,640</td>
</tr>
</tbody>
</table>
10.15 CONTRACT CON/18/138 B9 AND B13 CAR PARK RENEWAL

Environment, Recreation & Infrastructure - City Assets & Projects
File No: PSF/19/966 – Doc No: DOC/19/13953

Executive summary

Purpose and background
The purpose of this report is to appoint a contractor to undertake the construction of B9 and B13 Car Parks under the Contract CON/18/138.

This contract proposes to reconstruct the B6 and B13 car parks in Sandringham, including new vehicle cross overs, granitic footpaths, asphalt resurfacing, kerb and channel, line marking, signage, stormwater drainage and landscaping.

Key issues
A public tender was advertised on Saturday 24 November 2018 and closed on Wednesday 19 December 2018 with the following submissions:

- Kaizen Civil Pty Ltd; and
- VCrete Contractors Pty Ltd.

After analysing the submissions the tender evaluation panel scored VCrete Contractors the highest tenderer and VCrete was invited to attend an interview. A detailed breakdown of the analysis is shown in Confidential Attachment 1 – Tender Evaluation Matrix.

At interview, VCrete Contractors demonstrated experience in civil construction, specifically car park construction and a detailed understanding of the project. During the interview, VCrete confirmed its commitment and capacity to complete the work within the specified timeframe.

VCrete Contractors has successfully delivered car park projects for Bayside City Council in the past and passed all Quality Assurance and OH&S requirements.

As shown in Confidential Attachment 1 – CON/18/138 B9 and B13 Car Park Renewal Tender Evaluation Matrix, the tender evaluation panel concluded that VCrete Contractors Pty Ltd offer the best value for money and recommends that the contract be awarded to VCrete Contractors Pty Ltd.

That Council:

1. Awards contract CON/18/138 B9 and B13 Car Park Renewal to VCrete Contractors Pty Ltd (ABN:40 055 492 683) for the lump sum price of $690,920.44 (excl. GST) and $760,012.48 (incl. GST);
2. Authorises the Chief Executive Officer to sign all necessary documentation related to CON/18/138 B9 and B13 Car Park Renewal; and
3. Advises the unsuccessful tenderers accordingly.

Support Attachments

1. Confidential Attachment 1 - CONTRACT CON/18/138 B9 and B13 Car Park Renewal Tender Evaluation Matrix (separately enclosed) (confidential)
Considerations and implications of recommendation

Liveable community

Social
Two car parks will be re-surfaced and re-line marked as part of these works and deliver compliant accessible car parking spaces to the community as well as improved access for drivers and passengers, improved turning movements for vehicles and new signage for improved pedestrian safety in and around the car parks.

Natural Environment
Both car parks are located on crown foreshore land and is considered to have cultural heritage significance. As such a Cultural Heritage Management Plan was developed for B9 carpark as this site is in close proximity to a registered site, whilst B13 carpark has lesser risk and a due diligence report was prepared to ensure works are undertaken in a controlled manner.

No vegetation removal is proposed as part of the works and all existing vegetation will be protected during the construction.

Built Environment
These works will improve the condition of existing council assets and ensure infrastructure is compliant and fit for purpose for the community. Works will also improve the connectivity between roads and carparks to make safer vehicle turning movements and provide compliant accessible car parks that achieve current regulations. Car parks that do not have drainage will be upgraded to include stormwater drainage to reduce localised flooding.

Customer Service and Community Engagement
Council will inform local residents and businesses of the start and completion date of works as well as any impending disruptions, and will issue updates to key stakeholders during the construction period.

Human Rights
The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal
This request for Tender was undertaken in accordance with the Bayside City Council’s Quotation and Tendering Procedure and section 186 of the Local Government Act 1989.

Finance
The Capital Works Budget for 2018/19 has an allocation of $1,140,000 Ex GST for B9 and B13 Car Park Renewal Project. The following table summarises the project budget. Note prices are excluding GST.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract cost</td>
<td>$690,920.44</td>
</tr>
<tr>
<td>Consultant and project management fees</td>
<td>$60,000</td>
</tr>
<tr>
<td>Contingency (6%)</td>
<td>$41,455</td>
</tr>
<tr>
<td>Project Cost (excl. GST)</td>
<td>$792,375.44</td>
</tr>
</tbody>
</table>
The allocated budget will be sufficient to complete the project. The remaining funds in the budget will be available to fund any over budget projects. The budget forecast will be updated to reflect the outcomes of this contract.

**Links to Council policy and strategy**

This project is consistent with the 2017/2021 Council Plan as identified under Goal 1 – Infrastructure – Council will work together with the Bayside community to plan and deliver community infrastructure that responds to the changing needs of the Bayside community.

A key objective of this goal is to have a Bayside where infrastructure is fit for purpose for today and into the future.

**Options considered**

Not applicable to this report.
Executive summary

Purpose and background
The purpose of this report is to appoint a contractor to undertake the Council Car Park Renewal Program 2018/19 under the Contract CON/18/140.

The following five car parks are to be renewed in the 2018/19 financial year:

1. Banksia Reserve, Beaumaris
2. Hurlingham Park Early Learning Centre, Brighton East (2 Francis Street)
3. Beaumaris East Community Centre (80 Wells Road, Beaumaris)
4. Black Rock Hall (574-576 Balcombe Road, Black Rock)
5. 588 Balcombe Road, Black Rock

This contract proposes to deliver the reconstruction of the above car parks including resurfacing, partial kerb and channel replacement, line marking, stormwater drainage and landscaping.

Key issues
A public tender was advertised on Saturday 24 November 2018 and closed on Wednesday 19 December 2018 with the following submissions:

- Blue Peak Constructions Pty Ltd;
- Kaizen Civil Pty Ltd; and
- Metroplant & Civil Services Pty Ltd.

After analysing the submissions the tender evaluation panel found that Kaizen Civil received the highest tender evaluation score and was invited to attend an interview at Council. A detailed breakdown of the analysis is shown in Confidential Attachment 1 – Tender Evaluation Matrix.

At interview, Kaizen Civil demonstrated experience in civil construction, specifically car park construction and a detailed understanding of the project. During the interview, it confirmed its commitment and capacity to complete the work within the specified timeframe.

Kaizen Civil has successfully delivered car park renewal projects for Bayside City Council in the past and passed all Quality Assurance and OH&S requirements.

As shown in Confidential Attachment 1 – CON/18/140 Council Car Park Renewal Program 2018/19 - Tender Evaluation Matrix, the tender evaluation panel concluded that Kaizen Civil Pty Ltd offer the best value for money and recommends the contract be awarded to Kaizen Civil Pty Ltd.
Recommendation

That Council:

1. Awards contract CON/18/140 Council Car Park Renewal Program 2018/19 to Kaizen Civil Pty Ltd (ABN:18 619 423 068) for the lump sum price of $470,200.87 (excl. GST) and $517,220.95 (incl. GST);

2. Authorises the Chief Executive Officer to sign all necessary documentation related to CON/18/140 Council Car Park Renewal Program 2018/19; and

3. Advises the unsuccessful tenderers accordingly.

Support Attachments

1. Confidential Attachment 1 - CONTRACT CON/18/140 Council Car Park Renewal Program Tender Evaluation Matrix (separately enclosed) (confidential)

Considerations and implications of recommendation

Liveable community

Social

Five carparks will be re-surfaced and re-line marked as part of these works, to deliver compliant, accessible car parking spaces to the community, as well as improved access for drivers and passengers, improved turning movements for vehicles and new signage for improved pedestrian safety in and around the car parks.

Natural Environment

The natural environment will not be impacted by these works as no vegetation removal is required and existing vegetation will be protected. The carpark works will be contained within the existing footprint. 20% of recycled asphalt will be used to preserve the natural environment, reduce waste and provide a cost effective material for the renewal of the car parks.

Built Environment

These works will improve the condition of existing council assets to ensure infrastructure is compliant and fit for purpose for the community. Works will also improve the connectivity between roads and carparks to make safer vehicle turning movements and provide compliant accessible car parks to meet current regulations. Car parks that do not have drainage will be upgraded to include stormwater drainage to reduce localised flooding.

Customer Service and Community Engagement

Council will inform local residents and businesses of the start and completion dates of work as well as any impending disruptions, and will ensure updates are provided to key stakeholders during the construction period.

Human Rights

The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.
Legal
This request for Tender was undertaken in accordance with the Bayside City Council’s Quotation and Tendering Procedure and section 186 of the Local Government Act 1989.

Finance
The Capital Works Budget for 2018/19 has an allocation of $755,000 ex GST for Council Car Park Renewal Program 2018/19.

Four re-surfacing projects have already been delivered this year. The following table summarises the program budget. Note prices are excluding GST.

<table>
<thead>
<tr>
<th>18/19 Council Car Park Renewal Program Budget</th>
<th>$755,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current expenditure (as of January 2019)</td>
<td>$393,988</td>
</tr>
<tr>
<td>Remaining Program Budget</td>
<td>$361,012</td>
</tr>
<tr>
<td>Planned Construction Works</td>
<td>$470,200.87</td>
</tr>
<tr>
<td>Consultant and project management fees</td>
<td>$36,383</td>
</tr>
<tr>
<td>Contingency (6.3%)</td>
<td>$30,000</td>
</tr>
<tr>
<td>Total Project Cost</td>
<td>$536,583</td>
</tr>
<tr>
<td>Program Overspend</td>
<td>$175,571</td>
</tr>
</tbody>
</table>

The program is over budget by $175,571. However this shortfall can be funded through savings achieved from other car park projects (specifically B6, B9 and B13 foreshore car park projects).

Links to Council policy and strategy
This project is consistent with the 2017-2021 Council Plan as identified under Goal 1 – Infrastructure – Council will work together with the Bayside community to plan and deliver community infrastructure that responds to the changing needs of the Bayside community.

A key objective of this goal is to have a Bayside where infrastructure is fit for purpose for today and into the future.

The project outcome provides opportunities for increased parking in activity centres as one transport option that supports the local economy within Bayside’s activity centres. An enhanced design and robust consultation shall ensure that the expanded parking facility provides minimal adverse impact for nearby residents, and a high level of value for the local community.

Options considered
Not applicable to this report.
10.17 CONTRACT CON/18/163 BAY TRAIL AND BOARDWALK CONSTRUCTION AT MIDDLE BRIGHTON BATHS

Environment, Recreation & Infrastructure - City Assets & Projects
File No: PSF/19/966 – Doc No: DOC/19/21090

Executive summary

Purpose and background
The purpose of this report is to appoint a contractor to undertake the Bay Trail and Boardwalk Construction at Middle Brighton Baths under the Contract CON/18/163.

The works under this contract will construct a new section of the Bay Trail and pedestrian boardwalk for cyclists and pedestrians. Additional kerb and channel, stormwater drainage and civil infrastructure assets will also be constructed at Middle Brighton Baths as part of these works.

Key issues
A public tender was advertised on Saturday 15 December 2018 and closed on Wednesday 23 January 2019 with the following submissions:

- 2Construct Pty Ltd;
- Astern Group Pty Ltd;
- Balmain & Co. Pty Ltd;
- Blue Peak Constructions Pty Ltd;
- G&K Plant & Civil Pty Ltd;
- GP Bluestone Pty Ltd;
- LJM Construction (Aust);
- Novacon Group Pty Ltd;
- Metroplant & Civil Services; and
- San Marcos Constructions.

After analysing the submissions the tender evaluation panel found that GP Bluestone Pty Ltd was the tenderer that received the highest tender evaluation score. (Shown in Confidential Attachment 1 – Tender Evaluation Matrix).

At interview, GP Bluestone demonstrated experience in this area and a detailed understanding of the project. It is committed to complete the work within the specified timeframe.

GP Bluestone Pty Ltd has been conducting civil works in Melbourne for four years and has a history in delivering capital works for State and Local Government. It has successfully delivered large scale civil projects for Bayside City Council in the past and passed all Quality Assurance and OH&S requirements.

As shown in Confidential Attachment 1 – CON/18/163 Bay Trail and Boardwalk Tender Evaluation Matrix, the tender evaluation panel concluded that GP Bluestone Pty Ltd offer the best value for money and recommends that the contract be awarded to GP Bluestone Pty Ltd.
That Council:

1. Awards contract CON/18/163 Bay Trail and Boardwalk Construction at Middle Brighton Baths to GP Bluestone Pty Ltd (ABN: 69 269 343 641) for the lump sum price of $294,104.00 (excl. GST) and $323,514.40 (incl. GST);

2. Authorises the Chief Executive Officer to sign all necessary documentation related to CON/18/163 Bay Trail and Boardwalk Construction at Middle Brighton Baths; and

3. Advises the unsuccessful tenderers accordingly.

Support Attachments

1. Confidential Attachment 1 - CONTRACT CON/18/163 Bay Trail and Boardwalk Tender Evaluation Matrix (separately enclosed) (confidential)

Considerations and implications of recommendation

Liveable community

Social
The works under this contract will improve amenities for cyclists and pedestrians utilising the Bay Trail. After the completion of the works, cyclists and pedestrians will be using separate paths which will increase safety. Improved stormwater drainage and traffic signage will reduce the risk of flooding and enhance the pedestrian flow in the area.

Natural Environment
Recycled asphalt and crushed rock material will be used in the construction process. Tenderers are encouraged to use other environmentally friendly construction products.

Built Environment
This site is a high risk site on the Bay Trail. The work under this contract will enhance the Bay Trail amenity and user experience and mitigate the identified risks. The works will provide safety improvements for vehicles and pedestrians using the area.

Customer Service and Community Engagement
Local residents and businesses will be informed in writing of the work duration and any disruptions prior to commencement of the contract. Council will maintain contact with key stakeholders during the construction period.

Human Rights
The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal
This request for Tender was undertaken in accordance with the Bayside City Council’s Quotation and Tendering Procedure and section 186 of the Local Government Act 1989.
Finance

The Capital Works Budget for 2018/19 has an allocation of $272,667.00 Ex GST for Bay Trail and Boardwalk Construction at Middle Brighton Baths. The following table summarises the program budget. (Note prices are excluding GST).

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract cost</td>
<td>$294,104.00</td>
</tr>
<tr>
<td>Consultant</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Contingencies and project management costs (Estimated)</td>
<td>$30,000</td>
</tr>
<tr>
<td>Project Cost (excl. GST)</td>
<td>$329,104.00</td>
</tr>
</tbody>
</table>

The project cost exceeds the allocated budget by $56,437 Ex GST. Additional funds from other under spent Capital Works projects will be utilised to fund this projects expenditure. The budget forecast will be updated to reflect the outcomes of this contract.

Links to Council policy and strategy

This project is consistent with the 2017/2021 Council Plan as identified under Goal 1 – Infrastructure – Council will work together with the Bayside community to plan and deliver community infrastructure that responds to the changing needs of the Bayside community.

A key objective of this goal is to have a Bayside where infrastructure is fit for purpose for today and into the future.

Improving civil infrastructure on the Bay Trail is integral to ensuring the safety of the increasing number of Bay Trail users. Having a facility that is fit for purpose will facilitate an increase in walking and cycling within the area.

Options considered

Not applicable to this report.
**Executive summary**

**Purpose and background**

The report presents the second quarter performance against the Council Plan activities, and the financial results for the period to 31 December 2018.

The report is designed to ensure consistency with the adopted 2018/19 Budget and Council Plan activities, in compliance with statutory requirements. The performance report includes the following components:

- performance against Council Plan and Budget;
- financial results (including operating results, cash position, and Victorian Auditor-General's Office indicators);
- capital program delivery; and
- summary of community engagement activities undertaken during the reporting period.

The report also includes the following detailed financial schedules:

**Income statement**

This schedule indicates the major line items for operating revenue less operating expenses to arrive at the net operating result.

**Capital program**

This schedule comprises the capital budget by program area – capital expenses less capital revenue to arrive at net capital.

**Balance sheet**

This schedule reports the assets and liabilities to show the net worth of Council.

**Cash flow statement**

This schedule provides the status of Council’s cash movements and cash position at the completion of the quarter as well as the year end forecast.

**Key issues**

Of the 59 activities reported against, three activities have been completed, 55 activities are tracking at least 90 percent on target. Two activities are tracking between 60-90 percent of target and one activity is less than 60 percent of the quarterly target.

Quarterly performance reporting allows Council to effectively measure, monitor, review and report on its performance, while providing open and transparent reporting to the community.
Financial report - 2017/18 Forecast operating result
The Adjusted Budget for 2018/19 of $21.7M has increased by $2.1M from the Adopted Budget of $19.6M and includes the following adjustments for projects to be delivered in 2018/19:

- $1.663M Banksia Reserve Beaumaris Pavilion Redevelopment.
- $575k Elsternwick Park No. 1 Oval precinct.
- ($74k) Name and Address (NAR) Administrator.
- ($45k) Graffiti Prevention.

2018/19 year to date operating result
The December 2018 result is a surplus of $16.7M which is $6.8M favourable to budget.

2018/19 Forecast operating result
The current forecast for the year is a surplus of $24.4M which is $2.7M favourable to Budget. The underlying forecast is favourable to budget by $784k and excludes the following one off or timing items totalling ($1.892M):

- ($259k) additional costs associated with the purchase of new smaller bins.
- ($257k) reduction in net income for the sale of one Bathing Box as this is unlikely to proceed in 2018/19.
- ($116k) expenditure related to the timing of grant funding for Aged & Disability Regional projects.
- ($90k) for the development and implementation of the state election advocacy campaign.
- $1M additional income from developers relating to Open Space contributions.
- $692k additional income from developers relating to drainage contribution.
- $618k sale of discontinuance of Council owned laneways.
- $175k additional grant funding in 2018/19 for ‘Safe Travel in Local Street Program’.
- $129k increase in the grant funding for school crossings subsidy for 2018/19.

Capital program result
The year-to-date net capital result is favourable to budget by $4.32M. Council is forecast to be net $17.6M under budget for capital works at 30 June 2019. Taking into account the impact of $15.65M net of proposed carry forwards, the capital budget is favourable by $1.9M.

For 2018/19 there are 159 capital projects to be delivered, with eight completed at the end of the second quarter, 126 projects are in progress, and eight have not yet started.

Recommendation
That Council:

1. notes the Quarter 2 Performance Report against the Council Plan activities for the period October to December 2018; and

2. adopts the financial report to 31 December 2018.

Support Attachments
1. Bayside City Council Quarterly Report Q2 Oct-Dec 2018 ↓
Considerations and implications of recommendation

Liveable community

Social
The report summarises progress on a range of programs which contribute to the social environment of the Bayside community, through the delivery of activities in line with the goals of the Council Plan 2017-2021.

Natural Environment
The report summarises progress on a range of programs which contribute to the natural environment of the Bayside community, through the delivery of activities in line with Goal 5 ‘Environment' of the Council Plan 2017-2021.

Built Environment
The report summarises progress on a range of programs which contribute to the built environment of the Bayside community, through the delivery of activities in line with the goals of the Council Plan 2017-2021.

Customer Service and Community Engagement
The performance report provides information within Section 5 on community engagement activities undertaken by Council during the reporting quarter.

Human Rights
The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal
The performance report assists Council to meet the requirements of Section 131 of the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014, which require reporting against the Council Plan and preparation of an Annual Report.

Finance
The December 2018 result is a surplus of $16.7M which is $6.8M favourable to budget.

The current forecast for the year is a surplus of $24.4M which is $2.7Mk favourable to Budget.

The underlying forecast however is favourable to budget by ($784k).

Links to Council policy and strategy
The performance report provides information on performance against the Council Plan 2017-2021 and the Annual Budget 2018-19. The eight goals of liveability outlined in the Council Plan are also aligned to and contribute towards achievement of the Bayside Community Plan 2025.
Quarterly Performance Report

October – December 2018
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Section 1 – Executive Overview

Introduction

This half-yearly performance report provides a detailed report on performance against the Council Plan 2017-2021 and the 2018-19 Annual Budget. The first section provides a summary of performance against the Council Plan (activities from the Annual Budget), LGPRF Data and the Organisational Strategy. The third and fourth sections provide a report on performance against the Annual Budget and Community Engagement. The fifth section provides a report on Capital Works Projects undertaken during the quarter.

Key areas of focus have been:

- Finalising and implementing the Organisational Structure
- Setting expectations with the senior leadership team to deliver Council Plan activities
- Building networks with key community and government stakeholders
- Advocating of behalf of Council in the lead up to the State elections.
- Creating a clear focus for staff on the major priorities for 2018/19 to include
  ✔ Building the sophistication of our community engagement
  ✔ Improving organisational collaboration
  ✔ Driving high performance and addressing under performance
  ✔ Strengthening our project management capability
  ✔ Delivering on the Council Plan actions and Major Projects

Highlights

All Executive positions and vacant Senior Leadership positions have now been recruited.

The Planning Department’s metrics continue to remain at the same percentage as last quarter with 67.94% of applications determined within 60 days for Quarter 2.

With the introduction of the Project Management Office, all staff have been appointed. Processes and procedures have been embedded, and the process has been used for the development of Capital Works Projects and New Initiatives as part of the proposed 2019/20 budget process.

In October 2018, two successful State Government Elections candidate forums were conducted and arrangements are in place to conduct a Federal election candidates forum during May.

Christmas Carols in the Park conducted once again in Dendy Park, with a record number of attendees present.
A number of events took place leading up to Christmas with Volunteers, Friends Group and Contractors.

The 100th Anniversary of Armistice commemorative service was conducted at Greenpoint with over 3,500 community members in attendance.

The North Road Playground was redeveloped to incorporate a children’s memorial and was officially opened during the quarter.

**Challenges**

Obtaining external funding for many Council projects continues to be a challenge. The organisation has increased its specific campaigns targeted at both state and federal members to seek funding for a range of projects.

Our community consultation continues to be challenged by members of the community particularly meeting their expectations.

The organisation has commenced community consultation in regards to North Point Café.
Performance against Council Plan

Figure 1: Performance against Council Plan

Between October and December 2018, 59 Council Plan activities were reported on for the quarter, 55 activities are in progress; three have completed and one have not started.

Progress against Council Plan Activities

Of the 59 activities reported against, three have been completed, 55 activities are tracking at least 90-100 percent on target. Two activities are tracking between 60-90 percent of target and one activity is less than 60 percent of the quarterly target.
OVERVIEW SUMMARY

<table>
<thead>
<tr>
<th>ACTIVITY STATUS</th>
<th>Percentage</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>ON TRACK</td>
<td>94.92%</td>
<td>56</td>
</tr>
<tr>
<td>MONITOR</td>
<td>5.39%</td>
<td>2</td>
</tr>
<tr>
<td>NEEDS WORK</td>
<td>1.69%</td>
<td>1</td>
</tr>
<tr>
<td>NO TARGET</td>
<td>0.00%</td>
<td>0</td>
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</table>

<table>
<thead>
<tr>
<th>ACTIVITY PERFORMANCE</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Activity reported on</td>
<td>59</td>
</tr>
<tr>
<td>At least 90% of activity target achieved</td>
<td>56</td>
</tr>
<tr>
<td>Between 60% and 90% of activity target achieved</td>
<td>2</td>
</tr>
<tr>
<td>Less than 60% of activity target achieved</td>
<td>1</td>
</tr>
<tr>
<td>Activity with no target set</td>
<td>0</td>
</tr>
</tbody>
</table>
GOAL: 1. INFRASTRUCTURE

**ACTIVITY STATUS**

- **100.00% (9)**
  - ON TRACK

- **0.00% (0)**
  - MONITOR

- **0.00% (0)**
  - NEEDS WORK

- **0.00% (0)**
  - NO TARGET

**ACTIVITY PERFORMANCE**

<table>
<thead>
<tr>
<th>Category</th>
<th>Count</th>
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<tbody>
<tr>
<td>Activity reported on</td>
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<tr>
<td>At least 90% of activity target achieved</td>
<td>9</td>
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<tr>
<td>Between 60% and 90% of activity target achieved</td>
<td>0</td>
</tr>
<tr>
<td>Less than 60% of activity target achieved</td>
<td>0</td>
</tr>
<tr>
<td>Activity with no target</td>
<td>0</td>
</tr>
</tbody>
</table>
# ACTIVITY SUMMARY

**STRATEGIC OBJECTIVE:** Infrastructure is fit for purpose for today and into the future

**STRATEGY:** Develop upgraded and expanded facilities to meet the current and future needs of basketball and netball

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1.2.3 Review the needs assessment for netball and identify locations for additional netball facilities (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>Council resolved to continue planning of a Netball Centre at Sandringham Golf Club site. Site investigation are now complete. Community consultation to commence in February, once preferred siting is finalised.</td>
<td>Completed</td>
<td>01/07/17</td>
<td>30/06/20</td>
<td>100.00</td>
<td>40.00</td>
<td><img src="on_track.png" alt="on track" /></td>
</tr>
<tr>
<td>1.1.2.4 Undertake the design and construction plans for the additional Basketball Courts at Sandringham (CEO) (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>Design complete and stakeholders have signed off on plans. These have been submitted to planning for approval. Next stage progression is subject to timing of the Driving Range construction at Sandringham Golf Club.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/20</td>
<td>50.00</td>
<td>50.00</td>
<td><img src="on_track.png" alt="on track" /></td>
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</tbody>
</table>

**STRATEGY:** Plan for the future of recreation centres, senior centres, USA and similar community facilities to ensure the assets meet future service needs and deliver strategies for renewal

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1.4.1 Develop a Community Facilities and Services Strategy that identifies suitability, including Brighton Recreation Centre and other community facilities (CP) (PSR)</td>
<td>Community Wellbeing Coordinator</td>
<td>Social Infrastructure Needs Assessment and associated Council report was endorsed in August 2018. Council endorsed the community engagement plan for the Brighton Recreational Centre and Wilson Reserve Masterplan at the December 2018 Council meeting. Site investigation works are currently being undertaken and community engagement will commence in May 2019.</td>
<td>In Progress</td>
<td>02/10/17</td>
<td>30/06/19</td>
<td>80.00</td>
<td>80.00</td>
<td><img src="on_track.png" alt="on track" /></td>
</tr>
<tr>
<td>1.1.5.1 Identify potential costs and funding models for the Sandringham Leisure Centre (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>Not scheduled to commence until Q3</td>
<td>Not Started</td>
<td>01/07/18</td>
<td>30/06/19</td>
<td>0.00</td>
<td>0.00</td>
<td><img src="on_track.png" alt="on track" /></td>
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</table>
### STRATEGIC OBJECTIVE: Infrastructure is fit for purpose for today and into the future

**STRATEGY: Plan for the future of recreation centres, senior centres, USA and similar community facilities to ensure the assets meet future service needs and deliver strategies for renewal**

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<thead>
<tr>
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<th>% Complete</th>
<th>Target</th>
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</tr>
</thead>
<tbody>
<tr>
<td>1.1.3.2 Implement the Early Years Plan (CP)</td>
<td>Manager Community Services</td>
<td>Council received a $1.6M grant from State Government to support establishment of the Fern Street Black Rock Integrated Children’s Centre. The Fern Street scout and guide halls have been vacated and due for demolition in February 2019. Fern Street residents notified of the demolition works in preparation for construction of the Children’s Centre. Project concept plans developed for Fern St, North Brighton Children’s Centre and Hurlingham Preschool.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/21</td>
<td>5.00</td>
<td>5.00</td>
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</table>

### STRATEGY: Provide modern library services that meet the needs of the community

<table>
<thead>
<tr>
<th>Activity</th>
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<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1.1.12 Complete and commence implementation of an improvement plan for library infrastructure and services that addresses and local area needs (CP)</td>
<td>Library Services Manager</td>
<td>Report presented to February 2018 Council Meeting proposing Library infrastructure improvements. Council resolved to commence redevelopment of Sandringham Library. Library Services improvement plan being developed addressing community needs. Year one activities completed. Sandringham library designs completed and work is expected to commence in July 2019.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>25.00</td>
<td>25.00</td>
<td></td>
</tr>
</tbody>
</table>
### STRATEGIC OBJECTIVE: Infrastructure is safe, accessible, adaptable and is highly utilised, providing high levels of value

#### STRATEGY: Meet community and visitor amenity needs in relation to the location, safety and quality of public toilets

<table>
<thead>
<tr>
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<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.2.1.43 Continue the works program in the Public Toilet Strategy to progressively improve all of our lowest performing public toilets that require major works (CP)</td>
<td>City Assets &amp; Projects Manager</td>
<td>Public Toilet Strategy adopted by Council in December 2018, a list of year 1 project submitted as part of the 2018/19 Capital Bid process to which will be delivered in 2018/19. Year to date Council has completed construction for 2 toilets both in Q2 to include Southey Street and Elsternwick Park South.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>35.00</td>
<td>35.00</td>
<td>✔️</td>
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</table>

#### STRATEGY: Provide safe and contemporary play facilities by upgrading our playgrounds

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
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<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.3.1.19 Continue the works program in the 10-year Playground Improvement Plan (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>All 2017/18 playground projects now delivered, with the six 18/19 delivery projects due to commence construction in April. Planning underway for Thomas Street Playground.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>50.00</td>
<td>30.00</td>
<td>✔️</td>
</tr>
</tbody>
</table>

#### STRATEGY: Upgrade recreation and sporting pavilions to provide female friendly facilities, disability access and meet the identified needs of users

<table>
<thead>
<tr>
<th>Activity</th>
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<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.3.2.4 Continue the works program in the Sportsground Pavilion Improvement Plan to progressively upgrade all our pavilions (CP)</td>
<td>City Assets &amp; Projects Manager</td>
<td>Design and construction works underway at the following sites Castlemfield Pavilion, Chisholm Pavilion, Cheltenham Park Pavilion, Donald McDonald Pavilion, Destructor Pavilion, William Street Pavilion, Elsternwick Park Pavilion, AW Oliver Pavilion and Boss James Pavilion. Year 1 activities completed. Year 2 activities progressing as per schedule.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>37.00</td>
<td>35.00</td>
<td>✔️</td>
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</tbody>
</table>
GOAL: 2. TRANSPORT

ACTIVITY PERFORMANCE

<table>
<thead>
<tr>
<th>Activity</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

Activity reported on At least 90% of activity target achieved
4

At least 90% of activity target achieved
4

Between 50% and 90% of activity target achieved
0

Less than 60% of activity target achieved
0

Activity with no target set
0

ACTIVITY STATUS

- ON TRACK: 100.00% (4)
- MONITOR: 0.00% (0)
- NEEDS WORK: 0.00% (0)
- NO TARGET: 0.00% (0)
## ACTIVITY SUMMARY

**STRATEGIC OBJECTIVE:** A variety of transport options meet the needs of the community

**STRATEGY:** Facilitate transport options to meet community needs

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
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<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1.1.20 Update and implement the Integrated Transport Strategy to reflect the Council’s priorities, including: - opportunities for increased parking capacity in activity centres and ‘private car park sharing’ for residents - lessening resident reliance on cars, including a trial of car share schemes, encouraging ride-sharing and proactive education - exploring the feasibility of installing recharging facilities in Council buildings for mobility scooters and vehicles (CP) (PSR)</td>
<td>Coordinator Environmental Sustainability</td>
<td>Activities completed include the installation of one bicycle repair station on the Bay Trail. Completion of detailed design documentation for the installation of zebra crossings at two roundabouts (Church St/Carpenter St and Bay St/St Andrews St). Council’s Commuter Shuttle Bus trial was launched in October 2018. A new footpath was installed along the full length of Cromb Avenue, Beaumaris. Advocacy for the Bus Shelter Program continued with PTV approving the nominated sites for 2018/19.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>50.00</td>
<td>50.00</td>
<td></td>
</tr>
</tbody>
</table>
### STRATEGIC OBJECTIVE: Appropriate parking facilities at train stations and shopping centres that reflect shifting demand, such as increases in public transport use, electric vehicles, and plans for the future of drive

### STRATEGY: Improve bicycle and pedestrian facilities to make cycling and walking more attractive options for short trips

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.3.1.1 Improve cyclist and pedestrian safety by upgrading high-risk zones on the Bay Trail (CP)</td>
<td>Coordinator Environmental Sustainability</td>
<td>Design concepts for the high risk site between Sandown Street and the Royal Brighton Yacht Club have been completed. Community engagement activities originally planned for November 2018 will now be undertaken in January 2019 as part of the North Road Foreshore Masterplan community engagement activities to provide the community with an opportunity to provide feedback on a range of proposed measures within the precinct.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>50.00</td>
<td>50.00</td>
<td></td>
</tr>
<tr>
<td>2.3.1.2 Implement the bicycle strategy to: provide bicycle parking in public locations where there is an identified need, such as shops, libraries and sports clubs; develop a network of well connected bicycle routes; enforce the state provision in the planning scheme to ensure the specified number of bicycle parking stations in new developments. (CP)</td>
<td>Coordinator Environmental Sustainability</td>
<td>On-road bicycle lanes implemented along Marriage Road and Rusden Street, Brighton. Formal bicycle connection provided between Wangara Road and Holloway Road, Sandringham. Line marking safety treatment installed on the Bay Trail south of Sandown Street. Installation of decals on the Elser Creek Trail to encourage safer riding practices amongst cyclists. Installation of a bicycle repair station on the Bay Trail opposite Southey Road, Sandringham.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>30.00</td>
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<tr>
<td>Activity</td>
<td>Responsibility</td>
<td>Progress Comment</td>
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<td>Start Date</td>
<td>End Date</td>
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</tr>
<tr>
<td>2.2.1.1 Implement an advocacy action plan for bus routes, commuter parking (including bicycle parking) and the Pennydale (Southland) and Cheltenham station redevelopments (CP)</td>
<td>Coordinator Environmental Sustainability</td>
<td>Advocacy for the 2018/19 PTV Bus Shelter Program progressed with PTV approving the nominated sites. Public transport advocacy undertaken as part of the Candidates Forum held at Council in October 2018. Level Crossing Removal advocacy has continued. Further meetings with the LXRA scheduled during Q3. Council continues to support the MTF bus advocacy campaign 'Billions for Buses'.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>40.00</td>
<td>40.00</td>
<td>On Track</td>
</tr>
</tbody>
</table>
### ACTIVITY SUMMARY

**STRATEGIC OBJECTIVE:** Development contributes to a high visual amenity, is ecologically sustainable, demonstrates high quality compliant design, and responds to the streetscape and neighbourhood context.

**STRATEGY:** Make discretionary planning controls stronger, by advocating for Council’s planning and urban design objectives to state government

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
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<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1.1.10 Advocate for Council’s planning and urban design objectives, including for stronger planning tools to provide certainty regarding height and building form in activity centres (CP).</td>
<td>Manager Urban Strategy</td>
<td>The Advocacy Action Plan adopted by Council at the Ordinary Meeting of Council of 19 June 2018, has been implemented through participation in the Inner South Metropolitan Mayor’s Forum [ISMMF] and the Economy &amp; Planning Working Group [EPWG]. Direct advocacy has progressed through Heritage Victoria, the Planning Institute of Australia and Amendment C126 Panel process which seeks the implementation of controls to guide height and built form outcomes in 31 small activity centres.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/19</td>
<td>50.00</td>
<td>50.00</td>
<td>🟢</td>
</tr>
</tbody>
</table>

**STRATEGIC OBJECTIVE:** Neighbourhood character, streetscapes and heritage is respected and enhanced, and the community has a strong connection to place

**STRATEGY:** Implement improvements to the service, quality, efficiency and communication of Council’s planning permit assessment service to enable prompt assessment of applications that comply with controls

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
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<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.4.1.1 Complete the implementation of an effective and efficient development application process that facilitates greater certainty for applicants and objectors and encourages compliance with development controls (CP).</td>
<td>Manager - Development Services</td>
<td>Significant improvements in application process achieved. Application processing timeframes halved and complaints reduced. Website, template letters and guidance enhanced. Consultancy reports for customer journey mapping and digital roadmap completed in December.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/23</td>
<td>46.00</td>
<td>40.00</td>
<td>🟢</td>
</tr>
</tbody>
</table>
## Item 10.18 – Reports by the Organisation

### Progress Report

#### STRATEGIC OBJECTIVE: Range of housing types provided to accommodate the changing needs of the community enabling people to age in place, providing opportunities for young adults and families to live and remain in the area

**STRATEGY:** Improve housing affordability (including social housing) and housing needs of various life stages through advocacy

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>3.5.1.1 Implement the advocacy action plan to improve housing affordability and social housing options (CP)</td>
<td>Manager Urban Strategy</td>
<td>The housing affordability and social housing advocacy action plan was adopted by Council in June 2018. Ongoing discussions with DrHHS and participation in the consultative committee for the New Street site redevelopment has provided an avenue to continue to pursue Council’s goals. The Inner South Metropolitan Mayor’s Forum and the Economic &amp; Planning Working Group (ISMMI) have also been used as avenues to continue advocacy on this matter.</td>
<td>In Progress</td>
<td>01/09/17</td>
<td>30/06/21</td>
<td>40.00</td>
<td>35.00</td>
<td></td>
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<table>
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<th>End Date</th>
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</thead>
<tbody>
<tr>
<td>3.5.1.2 Review the Housing Strategy to identify opportunities to improve housing affordability (including social housing) and housing needs of various life stages (CP)</td>
<td>Manager Urban Strategy</td>
<td>The background research stage is near completion and will inform the review of the Bayside Housing Strategy. It is expected that a draft discussion paper that identifies opportunities to improve housing affordability will be presented to Council in Q3 prior to commencing consultation and engagement with the community.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/20</td>
<td>30.00</td>
<td>30.00</td>
<td></td>
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</table>

#### STRATEGIC OBJECTIVE: Significant development is directed to specified and planned activity centres and strategic locations, providing a transition to surrounding residential areas and incorporating improved infrastructure

**STRATEGY:** Develop and review structure plans to ensure localities are developed in line with Council’s Housing Strategy

<table>
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<tbody>
<tr>
<td>3.3.1.21 Implement new planning controls for the Pennytale/Southland and Highett Structure Plan into the Planning Scheme to manage new development (CP)</td>
<td>Manager Urban Strategy</td>
<td>Planning provisions to implement the planning policy aspects of both structure plans have been drafted and submitted to the Minister for Planning for authorisation. Council is awaiting authorisation before the public exhibition stages can proceed. The Communications and Engagement Plan and collateral is being finalised ready for exhibition.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/20</td>
<td>45.00</td>
<td>50.00</td>
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**Page 183 of 238**
### STRATEGIC OBJECTIVE: Significant development is directed to specified and planned activity centres and strategic locations, providing a transition to surrounding residential areas and incorporating improved infrastructure

### STRATEGY: Develop and review structure plans to ensure localities are developed in line with Council’s Housing Strategy

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</thead>
<tbody>
<tr>
<td>3.3.1.22 Implement the planning controls for Bayside’s Small Neighbourhood Activity Centre into the Planning Scheme to manage development and protect the important role of local centres and convenience retailing (CP)</td>
<td>Manager Urban Strategy</td>
<td>The Planning Panel Hearing was held in November/December 2018. It is expected that the Panel’s report will be provided to Council in January 2019. The recommendations of the Panel Report will be presented to Council in Q3.</td>
<td>In Progress</td>
<td>03/07/17</td>
<td>30/06/19</td>
<td>50.00</td>
<td>50.00</td>
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<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.3.1.23 Explore the feasibility of developing and implementing a suite of innovative tools to communicate what completed new suburbs will look like in 30 years (CP)</td>
<td>Manager Urban Strategy</td>
<td>A request for tender is being prepared to understand cost and requirements and to assess the feasibility of implementing the visualisation tool.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/19</td>
<td>40.00</td>
<td>40.00</td>
<td>![on track]</td>
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### STRATEGIC OBJECTIVE: Village-style activity centres, combining retail at ground floor with increased opportunities for apartment-style living above

### STRATEGY: Ensure new development responds to preferred neighbourhood character in activity centres

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<tr>
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<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
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</tr>
</thead>
<tbody>
<tr>
<td>3.2.1.12 Undertake a review of Council’s Housing Strategy and Neighbourhood Character and Residential Design Policy Framework to review boundaries of activity centres (CP) (CEO)</td>
<td>Manager Urban Strategy</td>
<td>Background research to support the Housing Strategy Review has commenced, with a Monitoring and Review Program for Major Activity Centres complete. A discussion paper on implementing the strategy and options to addressing identified gaps is being finalised with consultation with internal stakeholders and the community in Q3. The Neighbourhood Character Study Review has been postponed to commence in 19/20 to facilitate the delivery of Hampton Hub feasibility work and a rewrite of the Planning Policy Framework.</td>
<td>In Progress</td>
<td>01/01/18</td>
<td>30/06/21</td>
<td>15.00</td>
<td>15.00</td>
<td>![on track]</td>
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</tbody>
</table>
GOAL: 4. OPEN SPACE

**Activity Status**
- **ON TRACK** 100.00% (5)
- **MONITOR** 0.00% (0)
- **NEEDS WORK** 0.00% (0)
- **NO TARGET** 0.00% (0)

**Activity Performance**

<table>
<thead>
<tr>
<th>Metric</th>
<th>Value</th>
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<tbody>
<tr>
<td>Activity reported on</td>
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<tr>
<td>At least 90% of activity target achieved</td>
<td>5</td>
</tr>
<tr>
<td>Between 60% and 90% of activity target achieved</td>
<td>0</td>
</tr>
<tr>
<td>Less than 60% of activity target achieved</td>
<td>0</td>
</tr>
<tr>
<td>Activity with no target set</td>
<td>0</td>
</tr>
</tbody>
</table>
ACTIVITY SUMMARY

STRATEGIC OBJECTIVE: The foreshore is protected, beaches are clean and accessible and competing interests are balanced

STRATEGY: Protect and ensure the quality of our open space including beaches and foreshore

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<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
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</thead>
</table>
| 4.1.1.1 Improve collaboration with community groups and government agencies by developing an action plan to foster existing relationships and explore opportunities for new relationships (CP) | Community Wellbeing Coordinator | - The Open Space team develop thorough community engagement plans to guide any consultation and partnership work, including identifying key stakeholders for high priority projects.  
- Elsternwick Park North Community Reference Panel established with varied community representation. Terms of Reference have been developed to guide how we work together and foster improved relationships.  
- Council continues to participate actively within the Association of Bayside Municipalities (ABM) to build relationships with all Port Phillip Bay facing Councils and State Departments to collaborate on initiatives to improve bay health. The ABM has developed guiding principles for this work.  
- Working with DELWP on a number of initiatives to protect Port Phillip Bay from issues including coastal erosion and pollution. This partnership work is outlined through the Coastal Management Plan  
- Exploring partnership with Kingston City Council to develop combined Beach Cleaning and Amenities contract specifications for future tendering process. | In Progress | 01/07/17 | 30/06/21 | 40.00 | 35.00 | ✔️ |
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<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.2.3.1 Promote community awareness and visitation to the community nursery (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>Community Nursery is promoted through special nursery events and activities, as well as through Council media. Further discussions will take place through the Bushland and Nursery Review.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>25.00</td>
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<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.2.1.1 Secure 4 hectares of open space at the CSIRO site (CP).</td>
<td>Manager Urban Strategy</td>
<td>Revised Draft legal agreements to guarantee the transfer of 4ha for Open Space purpose have been finalised to incorporate 3,500m2 of land for Council purchase and provision of community facilities. Agreements have been circulated to CSIRO for final comment and review.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/20</td>
<td>85.00</td>
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<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.2.1.2 Develop a master plan that articulates the future layout and management of the Council owned/managed component of the CSIRO site in Highett (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>Master plan development will commence once demolition works are completed and site access is granted, anticipated to be early 2019. Consultation with Friends of Highett Grass Woodland has commenced. Council staff have developed a productive working relationship with CSIRO and their contractors who are currently responsible for the site in order to protect significant trees and flora.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/20</td>
<td>35.00</td>
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</table>
### Progress Report

**STRATEGIC OBJECTIVE:** We have a mix of quality formal and informal recreation space and bushland that is well used, connected and distributed across the municipality

**STRATEGY:** Prioritise the allocation of the development open space contributions to optimise provision and community access to open space

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<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.2.2.2 Allocate the funds from the Resort and Recreation Levy to enhance open space (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>With the Director Corporate Services and Manager Finance it has been determined that this issue is best dealt with through Council’s financial processes including the Long Term Financial Plan and the Four Year Capital Works Program.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/21</td>
<td>30.00</td>
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<td>On Track</td>
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GOAL: 5. ENVIRONMENT

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<tr>
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<td>Activity reported on 9</td>
</tr>
<tr>
<td>MONITOR 0.00% (0)</td>
<td>At least 90% of activity target achieved 9</td>
</tr>
<tr>
<td>NEEDS WORK 0.00% (0)</td>
<td>Between 60% and 90% of activity target achieved 0</td>
</tr>
<tr>
<td>NO TARGET 0.00% (0)</td>
<td>Less than 60% of activity target achieved 0</td>
</tr>
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<td></td>
<td>Activity with no target set 0</td>
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</table>
## Activity Summary

**Strategic Objective:** Council and the Bayside community leads the way in environmental citizenship

**Strategy:** Achieve carbon neutrality by 2020

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<tbody>
<tr>
<td>5.3.1.1 Install solar systems on Council buildings identified in the energy efficiency audit (CP)</td>
<td>Coordinator Environmental Sustainability</td>
<td>Seven solar systems installed (222 panels) as scheduled. Year 1 activities completed. Solar systems will continue to be installed in Q2-4 2018-19 as scheduled in annual Sustainable Buildings program implementation. A grant to install solar on 7 Early Years services was unsuccessful. These services will be still included in solar installation program in 2018/19.</td>
<td>In progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>35.00</td>
<td>35.00</td>
<td>On Track</td>
</tr>
<tr>
<td>5.3.1.2 Install energy efficient hot water units in Council buildings identified in the energy efficiency audit (CP)</td>
<td>Coordinator Environmental Sustainability</td>
<td>As solar panel installation was the primary focus for 2017-18, no energy efficient hot water units were installed in existing buildings. Energy Efficiency actions in Council buildings including hot water units where identified as feasible have been planned in the annual Sustainable Buildings program for Q3 and Q4 2018-19.</td>
<td>In progress</td>
<td>01/07/18</td>
<td>30/06/21</td>
<td>20.00</td>
<td>10.00</td>
<td>On Track</td>
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</table>
### STRATEGIC OBJECTIVE: Erosion is minimised and managed on our foreshore cliffs and beaches

**STRATEGY:** Influence state and federal governments for improved response to climate change, aimed at reducing impacts such as foreshore erosion, beach replenishment and bay health

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<tr>
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<th>% Complete</th>
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<tbody>
<tr>
<td>5.1.1.1 Implement an advocacy plan for beach erosion and bay health (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>- Council staff are in discussion with DELWP to contribute towards the bay wide Coastal Hazard Assessment (a DELWP project). This assessment will highlight areas of the bay that are at risk of coastal erosion (and other factors such as sea level rise). - Council is a member of the Association of Bayside Municipalities (ABM) - a group who advocate for bay health and share best practices. - Council has participated in a workshop run by MAV and contributed towards the Port Phillip Bay Coastal Land Use Planning project.</td>
<td>In Progress</td>
<td>14/08/18</td>
<td>30/06/21</td>
<td>36.00</td>
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### STRATEGIC OBJECTIVE: Our environmental impact is decreased through reduced community waste and efficient water and energy usage in Council operations

**STRATEGY:** Reduce the Bayside community’s volume and percentage of waste that goes to landfill

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<tbody>
<tr>
<td>5.2.1.1 Implement recommendations from the Recycling and Waste Management Service Review (CP)</td>
<td>Coordinator Environmental Sustainability</td>
<td>The Recycling and Waste Management Strategy has been adopted by Council. A number of actions have been completed. The provision of composting products has now ceased. The upgrade of the transfer station has been approved in the budget and a design works have commenced. Year 3 activities have been completed. Planning for the implementation of the Food Organics and Garden Organics (FOGO) service has commenced.</td>
<td>In Progress</td>
<td>01/01/18</td>
<td>31/01/20</td>
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### STRATEGIC OBJECTIVE: Our environmental impact is decreased through reduced community waste and efficient water and energy usage in Council operations

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<tbody>
<tr>
<td>5.2.1.1 Implement the Recycling and Waste Management Strategy focusing on community education and behaviour change in preparation for the introduction of food waste to the green organics kerbside collection and to address increasing costs for landfill and haulage of waste (CP)</td>
<td>Coordinator Environmental Sustainability</td>
<td>The Recycling and Waste Strategy was adopted by Council in October. The key part of the strategy is the implementation of a Food Organics Green Organics (FOGO) service. A communications and project plan is being finalised that will address community behavior change to ensure a successful implementation of the FOGO service for July 2019. The implementation will reduce waste to landfill.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/21</td>
<td>35.00</td>
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### STRATEGY: Reduce water consumption in Council’s operations and improve the management of stormwater and water quality

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<th>% Complete</th>
<th>Target</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>5.2.2.1 Implement Corporate Centre energy efficiency audit recommendations (CP)</td>
<td>Coordinator Environmental Sustainability</td>
<td>Corporate Centre energy efficiency audit recommendation priorities were revised, following the adoption of the Carbon Neutrality Action Plan. Year 1 activities have been completed, including the lighting upgrade. Further information required before upgrade to the heating, ventilation and cooling system controls can be implemented.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>50.00</td>
<td>40.00</td>
<td>ON TRACED</td>
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<tr>
<td>5.2.2.2 Improve and relocate priority stormwater outlets within the four-year Capital Works Strategy (CP)</td>
<td>City Assets &amp; Projects Manager</td>
<td>There have been opportunities identified to treat stormwater in priority locations through litter traps and other Water Sensitive Urban Design Installations. Replacement of upstream litter baskets and a condition assessment of Gross Pollutant Traps (GPT) at the stormwater outlets will be undertaken as part of the Drainage Asset Management Plan scheduled to take place in 2018/19.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>45.00</td>
<td>50.00</td>
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</table>
### STRATEGIC OBJECTIVE: We protect and enhance Bayside’s tree canopy and vegetation on public and private land

### STRATEGY: Protect the unique ecological and environmental value of Ricketts Point

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<th>Activity</th>
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<th>% Complete</th>
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<tbody>
<tr>
<td>5.4.1.1 Continue program of works including supplementary plantings, habitat augmentation and threat control (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>Council actively manage Ricketts Point to ensure both flora and fauna is protected. Council promotes educational activities at Ricketts point to ensure visitors are aware of its importance. Council provides support to a number of volunteer groups who proactively improve Ricketts Point through such activities as litter picking and planting appropriate flora species.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/21</td>
<td>50.00</td>
<td>10.00</td>
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</tr>
<tr>
<td>5.4.1.2 Work with relevant stakeholders to protect marine flora and fauna species (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>Worked with Marine Mammals Foundation (MMF) to discuss possible Bayside foreshore locations for research hub. Coordinated with MMF to host a lunchtime info session for Council Staff in October 2018. Worked with DELWP to deliver the summer by the sea marine education program.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/21</td>
<td>30.00</td>
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Cammsstrategy
## ACTIVITY SUMMARY

**STRATEGIC OBJECTIVE:** Local opportunities for business and employment are protected and enhanced, and opportunities for economic innovation are embraced

**STRATEGY:** Reposition the Bayside Business District into an innovation, office and skilled technology hub

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<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
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<tbody>
<tr>
<td>6.4.1.1 Develop and implement an Advocacy and Promotion Strategy to attract a major drawcard tenant (health/education/advanced technology) [CP]</td>
<td>Manager Urban Strategy</td>
<td>The scoping of the Economic Development Strategy has commenced. Advocacy to obtain support from the State Government has been undertaken through the Economy &amp; Planning Working Group (EPWG) and discussions with Department of Economic Jobs, Transport &amp; Resources (DEJTR).</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/20</td>
<td>15.00</td>
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**STRATEGIC OBJECTIVE:** Shoppers and visitors feel safe in local shopping strips, both day and night

**STRATEGY:** Identify options to encourage the night time economy for entertainment and hospitality

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<tr>
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<tbody>
<tr>
<td>6.3.1.1 Develop and implement a joined up approach to minimise and respond to graffiti and tagging across state government, utilities infrastructure, Council and private property [CP]</td>
<td>Acting Manager Amenity Protection</td>
<td>Community and stakeholder consultation completed to support the draft Graffiti Management Plan and the final plan was presented and endorsed at the December 2018 Ordinary Meeting of Council.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/20</td>
<td>60.00</td>
<td>10.00</td>
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</table>
### STRATEGIC OBJECTIVE: Shoppers and visitors feel safe in local shopping strips, both day and night

**STRATEGY:** Identify options to encourage the night time economy for entertainment and hospitality

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</thead>
<tbody>
<tr>
<td>6.6.1.1 Undertake a review of the Economic Development Strategy, with a specific focus on the night time economy (PSR) (CP)</td>
<td>Manager Urban Strategy</td>
<td>Council hosted a workshop of economic development practitioners from across the state in February 2018, to determine the best approaches to local economic development. It was undertaken in partnership with Economic Development Australia and Port Phillip Council. The data from the workshop together with the work of VAGO will be used to inform the review. The scope of the Economic Development Strategy has been finalised and a consultant is to be appointed to assist with the preparation of the review in Q3. Background work to inform the strategy review has been completed including the completion of the Bayside Business Monitor 2018.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/19</td>
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### STRATEGIC OBJECTIVE: Shopping villages are vibrant, attractive and interesting places where the community comes together, providing a variety of innovative, dynamic and convenient services

**STRATEGY:** Provide engaging and attractive public places in shopping streetscapes

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<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
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</tr>
</thead>
<tbody>
<tr>
<td>6.1.1.1 Implement the Sandringham Village and Beaumaris Concours Master Plans (CP)</td>
<td>Manager Urban Strategy</td>
<td>Design and documentation for the implementation of Beaumaris Concours Master Plan is progressing to schedule. Consultation and engagement on detailed design has been finalised. The Communications and Engagement Plan has been finalised and collateral is being prepared in preparation to construction commencing. Project delivery is on schedule. Sandringham Master Plan detailed design and documentation is progressing slower than expected; this is due to issues relating to addressing the revised Special Building Overlay (SBO).</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/20</td>
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**STRATEGY:** Provide engaging and attractive public places in shopping streetscapes

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<th>Target</th>
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<tbody>
<tr>
<td>6.1.1.2 Installation of activity centre Christmas decorations to support trading in local centres and community connection during the festive season, including at agreed significant small activity centres (CP).</td>
<td>Manager Urban Strategy</td>
<td>Programming, ordering, maintenance and preparation for installations of Christmas decorations is progressing to schedule. Contracts have been advertised and suppliers to undertake installation and dismantle have been appointed. The installation of the Christmas decorations was a success. A large number of compliments were received with no complaints recorded. A procurement process to establish a panel of Christmas decorations suppliers to enable the effective maintenance and upgrades to the Christmas stock has commenced with the tender expected to be advertised in January 2019.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>45.00</td>
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### STRATEGIC OBJECTIVE: Small activity centres contribute to the village feel, provide neighbourhood convenience, employment opportunities and access to transport options is convenient and parking encourages local shopping

**STRATEGY:** Manage development and protect the important role of local centres and convenience retailing

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<tr>
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<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>6.2.1.1 Incorporate the planning controls for Bayside’s Small Neighbourhood Activity Centres into the planning scheme (CP)</td>
<td>Manager Urban Strategy</td>
<td>The Planning Panel Hearing was held in November/December 2018. It is expected that the Panel’s report will be provided to Council in January 2019. A report will be presented to Council in Q3 with the recommendations of the panel and officers response.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>15/05/19</td>
<td>80.00</td>
<td>80.00</td>
<td></td>
</tr>
<tr>
<td>Activity</td>
<td>Responsibility</td>
<td>Progress Comment</td>
<td>Start Date</td>
<td>End Date</td>
<td>% Complete</td>
<td>Status</td>
<td>Target</td>
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</tr>
<tr>
<td>6.5.1.1</td>
<td>Manager Urban Strategy</td>
<td>Develop a plan for the Brighton Beach Station area that will improve visitor access to Brighton Beach (CP)</td>
<td>01/07/17</td>
<td>30/06/23</td>
<td>10.00</td>
<td>In Progress</td>
<td>25.00</td>
<td></td>
</tr>
<tr>
<td>6.5.1.2</td>
<td>City Assets &amp; Projects Manager</td>
<td>Deliver the Dandy Street Beach Master plan improvements, including the new lifesaving pavilion (CP)</td>
<td>01/07/17</td>
<td>30/06/23</td>
<td>10.00</td>
<td>In Progress</td>
<td>25.00</td>
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</tbody>
</table>
GOAL: 7. COMMUNITY HEALTH AND PARTICIPATION

<table>
<thead>
<tr>
<th>ACTIVITY STATUS</th>
<th>ACTIVITY PERFORMANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ON TRACK (100.00%) (7)</td>
<td></td>
</tr>
<tr>
<td>MONITOR (0.00%) (0)</td>
<td></td>
</tr>
<tr>
<td>NEEDS WORK (0.00%) (0)</td>
<td></td>
</tr>
<tr>
<td>NO TARGET (0.00%) (0)</td>
<td></td>
</tr>
</tbody>
</table>

- Activity reported on: 7
- At least 90% of activity target achieved: 7
- Between 60% and 90% of activity target achieved: 0
- Less than 60% of activity target achieved: 0
- Activity with no target set: 0
### ACTIVITY SUMMARY

**STRATEGIC OBJECTIVE:** A focus on gender equity in decision making

**STRATEGY:** Improve gender equity in decision making in the community

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.7.1.1 Continue the review Council’s community policies and programs for gender inclusiveness (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>A gender inclusion checklist was developed that focuses on ensuring policies, strategies and projects do not unfairly disadvantage women or men, either intentionally or unintentionally. The checklist was approved by the White Ribbon Working Group and incorporated into the Research and Engagement, and developing Policies and Strategies processes. The checklist was promoted internally via the Loop and Yanner.</td>
<td>Completed</td>
<td>02/10/17</td>
<td>30/06/21</td>
<td>100.00</td>
<td>85.00</td>
<td>In Progress</td>
</tr>
<tr>
<td>7.7.1.2 Develop an approach for community clubs that outlines the benefits of gender diversity on committees (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>Baseline data has been established and sports will provide annual update on gender ratios on committees. New legislation mandating 40% female representation on committees will be enforced from 1 July 2019.</td>
<td>In Progress</td>
<td>02/10/17</td>
<td>30/06/21</td>
<td>70.00</td>
<td>70.00</td>
<td>In Progress</td>
</tr>
<tr>
<td>7.7.1.3 Implement the Women’s Charter Action Plan to promote gender equity, diversity and women’s participation in active citizenship (CP)</td>
<td>Executive Manager of People and Strategy</td>
<td>Council reaffirmed commitment to Victorian Local Government Women’s Charter in 2016/17. Women’s Charter Action Plan to be developed in 2018/19. Initial consultation has commenced with consolidation of actions currently being undertaken for 18/19 and creating an integrated plan for 19/20-20/21 based on the Best Practice Guide for Gender Equity in Local Government.</td>
<td>In Progress</td>
<td>01/04/18</td>
<td>30/06/21</td>
<td>20.00</td>
<td>20.00</td>
<td>In Progress</td>
</tr>
</tbody>
</table>
## STRATEGIC OBJECTIVE: A strong and supportive community where people of all ages are engaged, know their neighbours and shopkeepers, are connected, healthy, active, feel safe and health issues are identified and addressed

### STRATEGY: Improve public health and wellbeing in the areas of: an engaged and supportive community; a healthy active community; and a safe and healthy environment where people can live, work and play

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.2.1.1 Implement the Wellbeing Plan (the Wellbeing for All Ages and Abilities Plan) to ensure that it includes increasingly rigorous indicators of community health and wellbeing and measurable and actionable activities for: • Early years • Youth • Healthy Ageing and • Healthy Community (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>The Wellbeing for All Ages and Abilities Strategy 2017-2021 was adopted at the October 2017 Council Meeting. Associated action plans and evaluation plan were presented at February 2018 Council Meeting and resolved.</td>
<td>In Progress</td>
<td>01/07/18</td>
<td>30/06/21</td>
<td>50.00</td>
<td>15.00</td>
<td></td>
</tr>
</tbody>
</table>

## STRATEGIC OBJECTIVE: The community engages in advocacy, transparent decision making and is part of the solution, with thriving local non-profits delivering contemporary, client-centric services locally

### STRATEGY: Prepare for the aged care and National Disability Insurance Scheme reforms

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.6.1.1 Determine Council’s future involvement in service delivery given the reform agenda in aged care (CP)</td>
<td>Manager Community Services</td>
<td>Council’s aged care funding extended until June 2020. Council successful in securing growth funding of $226,000 from the Commonwealth Government to deliver increased services from January 2019. The Commonwealth Government’s delivery model post 2020 is unknown. Reports to be presented to Council as further information becomes available.</td>
<td>In Progress</td>
<td>01/10/17</td>
<td>30/06/19</td>
<td>40.00</td>
<td>40.00</td>
<td></td>
</tr>
</tbody>
</table>
### STRATEGIC OBJECTIVE: The community engages in advocacy, transparent decision making and is part of the solution, with thriving local non-profits delivering contemporary, client-centric services locally

### STRATEGY: Prepare for the aged care and National Disability Insurance Scheme reforms

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.6.1.2 Support local organisations through education and advocacy to assist them to take a coordinated approach to respond to the reform agenda (CP)</td>
<td>Manager Community Services</td>
<td>A Southern Region Alliance is chaired by Manager Community Services and attended by local and regional organisations. The Alliance provides a platform for agencies to advocate and escalate issues directly to Commonwealth and State Government officials in attendance. Two information sessions including status updates from State and Commonwealth Government representatives delivered to more than 200 individuals in November 2018.</td>
<td>In Progress</td>
<td>01/10/17</td>
<td>30/06/20</td>
<td>25.00</td>
<td>25.00</td>
<td><strong>In Progress</strong></td>
</tr>
</tbody>
</table>

### STRATEGIC OBJECTIVE: We encourage and acknowledge community volunteering

### STRATEGY: Improve opportunities for volunteering

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.5.1.1 Implement the approach to encourage community volunteering, including opportunities to reward and recognise community leaders and volunteers (CP)</td>
<td>Community Wellbeing Coordinator</td>
<td>An approach to Council volunteers has been developed, with training and professional development sessions offered. Council hosted an afternoon tea to recognise 120 community volunteers. This is the first time that a Council-wide volunteer event was implemented. The approach to community volunteering will be reviewed in 2018/19.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>50.00</td>
<td>25.00</td>
<td><strong>In Progress</strong></td>
</tr>
</tbody>
</table>
## ACTIVITY SUMMARY

**STRATEGIC OBJECTIVE:** Decision making is open, transparent and informed by representative community views

**STRATEGY:** Improve community engagement to inform Council decision making

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.3.1.1 Implement and evaluate the engagement activities articulated in project plans (e.g. Capital Works Plan) to identify opportunities for improvement in community engagement (CP)</td>
<td>Community Engagement Coordinator</td>
<td>Accredited training with the International Association of Public Participation delivered to cross-Council team of engagement practitioners. Training incorporated the development and implementation of evaluations. Senior Leadership Team reviewed current practice in line with Council’s policy and identified priority change for improvement in engagement practice. Evaluation of engagement activities highlighted need to ensure direct stakeholder liaison requires systematic documentation and inclusion within reporting. Engagement process review saw the development of assessment tool to identify level of complexity and risk for individual projects to inform scope and scale of engagement and communications required.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>50.00</td>
<td>30.00</td>
<td>On Track</td>
</tr>
<tr>
<td>8.3.1.2 Implement and enforce improved evaluation of the processes and outcomes of council’s engagement efforts. (CP)</td>
<td>Community Engagement Coordinator</td>
<td>External review of current engagement process and practice initiated to assess veracity and consistency in implementation. Recommendations will be provided for both process and practice improvements.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>50.00</td>
<td>30.00</td>
<td>On Track</td>
</tr>
</tbody>
</table>
### STRATEGIC OBJECTIVE: Effective partnerships are developed to deliver improved liveability for the community

#### STRATEGY: Increase the opportunities for participation in Council meetings

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.3.2.1 Review the approach to Council meetings to improve the accessibility of meetings (CP)</td>
<td>Governance Manager</td>
<td>Webcasting of Council meetings including live captioning has provided increased accessibility to Council Meetings. Special Meetings have been held to accommodate contentions issues to provide greater accessibility to meetings.</td>
<td>Completed</td>
<td>01/07/17</td>
<td>30/06/19</td>
<td>100.00</td>
<td>50.00</td>
<td>On Track</td>
</tr>
</tbody>
</table>

### STRATEGIC OBJECTIVE: Financially sustainable

#### STRATEGY: Ensure the financial sustainability of Council over time, in line with the objectives of Council’s Long Term Financial Plan

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1.1.1 Prepare Long Term Financial Plans and Annual Budgets to ensure Council’s financial sustainability (CP)</td>
<td>Finance Manager</td>
<td>The 2019/20 budget was successfully launched in December 2018 with a confirmed rate cap of 2.5%. The 2019/20 LTFP is currently being drafted to be presented to the Councillor strategic workshop in February 2019.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>25.00</td>
<td>25.00</td>
<td>On Track</td>
</tr>
</tbody>
</table>
### STRATEGIC OBJECTIVE: Relevant models for ownership and governance of Council facilities

**STRATEGY:** Review Council’s property portfolio to provide clarity on tenant responsibilities, maximise community benefit, and ensure financial sustainability

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1.2.2 Implement Council’s Property Strategy (CP) (PSR)</td>
<td>Property Coordinator</td>
<td>Subsequent to Council’s Property Strategy adoption in June 2018 the Black and Well Street Carpark project report on the outcome of public consultation presented to Council at the October 2018 Ordinary Meeting and the decision deferred to 2019/20. Significant work on Sandringham Golf Course was undertaken in relation to third party capital investment and use. Significant progress on renegotiation of Commercial Foreshore Café/restaurant leases with public consultation anticipated to be completed in Q3.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>50.00</td>
<td>50.00</td>
<td>Complete</td>
</tr>
</tbody>
</table>

### STRATEGIC OBJECTIVE: Well managed and delivers great services

**STRATEGY:** Ensure that the Bayside community’s needs and aspirations are identified and advocated to other levels of government

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.4.1.20 Ensure all Council strategies and policies consider Council’s role in advocacy and include effective influencing initiatives (CP)</td>
<td>Executive Manager of People and Strategy</td>
<td>An Advocacy Strategy is to be developed in 2019. The Strategy will move Council from the current decentralised approach, supported by processes and templates, to one that is centrally coordinated through the Communications area. It is intended that Communications will provide advice, tools and resources to assist Council achieve its advocacy priorities.</td>
<td>In Progress</td>
<td>01/07/17</td>
<td>30/06/21</td>
<td>75.00</td>
<td>35.00</td>
<td>Complete</td>
</tr>
</tbody>
</table>
### STRATEGIC OBJECTIVE: Well managed and delivers great services

#### STRATEGY: Identify and implement improvements in Council’s services, efficiency and outcomes for the Bayside community

<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsibility</th>
<th>Progress Comment</th>
<th>Activity Status</th>
<th>Start Date</th>
<th>End Date</th>
<th>% Complete</th>
<th>Target</th>
<th>Status</th>
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</thead>
</table>
| 8.2.1.1 Undertake strategic service reviews for four priority Council services each year (CP)/(CEO) | Executive Manager of People and Strategy | Open Space Management and Environmental Sustainability strategic service reviews endorsed by Council in 2018. Report to Council on service review of Bright n Sandy Festival due April 2019. Aged Care Service Review deferred pending further direction from Commonwealth Government with regard to Royal Commission findings and reform agenda of Aged Care. | In Progress | 01/07/17 | 30/06/21 | 35.00 | 35.00 | ✔️ |}
| 8.2.1.2 Implement Council’s Leasing Policy to identify opportunities to increase revenue or incorporate specific performance objectives in leases to maximise public value and utilisation (CP) | Property Coordinator | Leasing policy implementation underway. Commercial tenants with lease expiring in negotiation to determine if market testing will occur. Leases in overholding being reviewed and process to ensure all leases are currently underway. | In Progress | 01/07/18 | 30/06/21 | 15.00 | 5.00 | ✔️ |}
| 8.2.1.2 Implement the Digital Transformation Strategy to ensure Council’s customer service performance anticipates community expectations for online and flexible delivery (CP) | Customer Experience Coordinator | In Q2 the customer journey mapping methodology was completed. 100 customers were engaged with and their experience of eight key Council services mapped. This, together with a detailed service inventory will inform the Customer Experience team’s workplan for 2019. All approved specialist roles were recruited in Q1 & Q2. A redesign of Council’s hall bookings service has resulted in improving customers’ ability to book facilities through the web. Early observations show improved customer experience and an increase in bookings at facilities like Brighton Town Hall. The draft terms of reference have been developed for the CX/Digital Steering Committee. This group will form in Q3 and guide the delivery of Customer Experience and Digital Transformation initiatives. | In Progress | 01/07/17 | 30/06/21 | 35.00 | 35.00 | ✔️ |
Section 2 - Financial Overview

The financial overview includes:

1. Operating result
2. Cash and investments
3. Victorian Auditor General’s Office (VAGO) Indicators
4. Operating results by division
5. Financial and resource implications

Operating Result

The Adjusted Budget for 2018/19 of $21.7M has increased by $2.1M from the Adopted Budget of $19.6M and includes the following adjustments for projects to be delivered in 2018/19:

- $1.663M Banksia Reserve Beaumaris Pavilion Redevelopment.
- $575k Elsternwick Park No. 1 Oval precinct.
- ($74k) Name and Address (NAR) Administrator.
- ($45k) Graffiti Prevention.

2018/19 year to date operating result

The December 2018 result is a surplus of $16.7M which is $6.8M favourable to budget.

2018/19 Forecast operating result

The current forecast for the year is a surplus of $24.4M which is $2.7M favourable to Budget.

The underlying forecast is favourable to budget by $784k and excludes the following one off or timing items totalling ($1.892M):

- ($259k) additional costs associated with the purchase of new smaller bins
- ($257k) reduction in net income for the sale of one Bathing Box as this is unlikely to proceed in 2018/19.
- ($116k) expenditure related to the timing of grant funding for Aged & Disability Regional projects.
- ($90k) for the development and implementation of the state election advocacy campaign.
- $1M additional income from developers relating to Open Space contributions.
- $692k additional income from developers relating to drainage contribution.
- $618k sale of discontinuance of Council owned laneways.
- $175k additional grant funding in 2018/19 for 'Safe Travel in Local Street Program'.
- $129k increase in the grant funding for school crossings subsidy for 2018/19.
Cash and investments

The cash position of $97M has increased by $5.8M from the 2017/18 ending balance of $91.2M.

The YTD favourable variance to budget of $19M as at December 2018 is mainly due to:

- $13.5M greater opening cash balance than budgeted as of 1 July 2018;
- Favourable capital works underspend including Rollover of 2017/18 capital projects;
- Favourable operating result in 2017/18 resulting in $2M transferred to the Infrastructure Reserve, an increase of unspent grant funds $1.6M, as well as additional resort and recreation and drainage levy income $1.5M transferred to reserves.

<table>
<thead>
<tr>
<th>Cash and cash equivalents at the end of the period</th>
<th>30-Jun-18</th>
<th>31-Dec-18</th>
<th>Annual</th>
<th>Adjusted</th>
<th>Budget</th>
<th>Variance</th>
<th>Forecast</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$’000</td>
<td>$’000</td>
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<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
</tr>
<tr>
<td>Unallocated &amp; unrestricted</td>
<td>37,412</td>
<td>44,741</td>
<td>32,852</td>
<td>11,889</td>
<td>23,756</td>
<td>36,900</td>
<td>13,214</td>
<td></td>
</tr>
<tr>
<td>Restricted, committed and allocated funds</td>
<td>53,835</td>
<td>52,272</td>
<td>46,157</td>
<td>7,115</td>
<td>37,942</td>
<td>54,110</td>
<td>17,668</td>
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<tr>
<td></td>
<td>91,247</td>
<td>97,013</td>
<td>79,009</td>
<td>18,004</td>
<td>61,697</td>
<td>91,079</td>
<td>30,282</td>
<td></td>
</tr>
<tr>
<td>Cash &amp; cash equivalents (including investments)</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retail banks</td>
<td>85,526</td>
<td>85,027</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community banks</td>
<td>4,000</td>
<td>8,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash on hand and at bank</td>
<td>1,721</td>
<td>3,986</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Total cash and cash equivalents</td>
<td>91,247</td>
<td>97,013</td>
<td>79,009</td>
<td>18,004</td>
<td>61,697</td>
<td>91,079</td>
<td>30,282</td>
<td></td>
</tr>
<tr>
<td>Statutory Reserves</td>
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<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Recreational Land Reserve</td>
<td>17,905</td>
<td>19,583</td>
<td>16,006</td>
<td>2,577</td>
<td>16,759</td>
<td>19,283</td>
<td>2,523</td>
<td></td>
</tr>
<tr>
<td>Drainage Contribution Reserve</td>
<td>394</td>
<td>394</td>
<td></td>
<td>394</td>
<td>-</td>
<td>438</td>
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</tr>
<tr>
<td>Car Parking Reserve</td>
<td>407</td>
<td>407</td>
<td>416</td>
<td>416</td>
<td>416</td>
<td>416</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Total Statutory Reserves</td>
<td>18,705</td>
<td>20,384</td>
<td>17,022</td>
<td>3,362</td>
<td>17,176</td>
<td>20,137</td>
<td>2,961</td>
<td></td>
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<tr>
<td>Funds Subject to Intended Allocation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Infrastructure Reserve</td>
<td>8,238</td>
<td>8,238</td>
<td></td>
<td>8,238</td>
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<td>Dendy Street Beach Improvement Reserve</td>
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<td>2,157</td>
<td>2,733</td>
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<td>-</td>
<td>2,206</td>
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<td>Community Facilities Enhancement Reserve</td>
<td>958</td>
<td>952</td>
<td>979</td>
<td>(27)</td>
<td>835</td>
<td>835</td>
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<td>Early Childhood Facilities Reserve</td>
<td>5,559</td>
<td>5,556</td>
<td>5,409</td>
<td>141</td>
<td>5,391</td>
<td>5,475</td>
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<td>Defined Superannuation Shortfall</td>
<td>2,500</td>
<td>2,500</td>
<td>2,750</td>
<td>(250)</td>
<td>3,000</td>
<td>3,000</td>
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<td>Unspent Conditional Grants Reserve</td>
<td>1,620</td>
<td>1,620</td>
<td></td>
<td>1,620</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Capital Works Carried Forward Reserve</td>
<td>9,554</td>
<td>9,422</td>
<td>5,156</td>
<td>1,227</td>
<td>5,157</td>
<td>5,489</td>
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<td>Street and Park Tree Management Carried Forward</td>
<td>110</td>
<td>110</td>
<td>110</td>
<td>-</td>
<td>110</td>
<td>110</td>
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<td>Total Funds Subject to Intended Allocation</td>
<td>38,704</td>
<td>27,546</td>
<td>23,450</td>
<td>(4,096)</td>
<td>15,149</td>
<td>25,673</td>
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<td>Total Other Reserves</td>
<td>49,610</td>
<td>47,930</td>
<td>40,482</td>
<td>7,448</td>
<td>32,329</td>
<td>48,610</td>
<td>17,665</td>
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<td>Committed Funds</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Trust Funds and Deposits</td>
<td>4,425</td>
<td>4,342</td>
<td>4,655</td>
<td>(313)</td>
<td>4,717</td>
<td>4,300</td>
<td>(417)</td>
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<tr>
<td>Total Committed Funds</td>
<td>4,425</td>
<td>4,342</td>
<td>4,655</td>
<td>(313)</td>
<td>4,717</td>
<td>4,300</td>
<td>(417)</td>
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<tr>
<td>Total Restricted, Committed and Allocated funds</td>
<td>53,835</td>
<td>52,272</td>
<td>45,137</td>
<td>7,115</td>
<td>37,042</td>
<td>54,110</td>
<td>17,668</td>
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Restricted funds include trust funds and reserves.
### Victorian Auditor-General’s Office (VAGO) indicators

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Definitions</th>
<th>VAGO Target (to maintain low risk)</th>
<th>Forecast Performance</th>
<th>Achievable</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Liquidity</strong></td>
<td>The ability to pay liabilities within the next 12 months. (current assets/current liabilities)</td>
<td>&gt; 150%</td>
<td>560.96%</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Self-financing</strong></td>
<td>The ability to replace assets using cash generated from day to day operations (not operating cash flow/underlying revenue)</td>
<td>&gt; 20.0%</td>
<td>30.73%</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Capital Replacement</strong></td>
<td>To ensure sufficient spending on capital renewal and new capital works. (Total capital spend: Depreciation)</td>
<td>&gt; 150%</td>
<td>225.31%</td>
<td>Yes</td>
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<tr>
<td><strong>Indebtedness</strong></td>
<td>The ability to repay debt from own source revenue being revenue not tied to specific projects. (not current liabilities / own source revenue)</td>
<td>&lt; 40.0%</td>
<td>0.76%</td>
<td>Yes</td>
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<tr>
<td><strong>Underlying result</strong></td>
<td>Sufficient operating income to cover operating expenses (new surplus/revenue)</td>
<td>&gt; 0%</td>
<td>16.90%</td>
<td>Yes</td>
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<tr>
<td><strong>Renewal gap</strong></td>
<td>To ensure sufficient spending on existing capital assets. (Renewal capital spend: depreciation)</td>
<td>&gt; 100%</td>
<td>158.54%</td>
<td>Yes</td>
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</table>
Operating result by Division

<table>
<thead>
<tr>
<th>Division (in '000s)</th>
<th>2018/19 YTD Adjusted Budget</th>
<th>2018/19 YTD Actuals</th>
<th>2018/19 Budget Variance</th>
<th>2018/19 Year End Forecast</th>
<th>2018/19 Adjusted Budget Less</th>
<th>2018/19 Adjusted Budget % Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive</td>
<td>1,654</td>
<td>1,513</td>
<td>141</td>
<td>3,259</td>
<td>3,328</td>
<td>(69)</td>
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<tr>
<td>Corporate Services</td>
<td>4,088</td>
<td>4,137</td>
<td>(49)</td>
<td>8,429</td>
<td>8,533</td>
<td>(105)</td>
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<tr>
<td>Env. Rec. &amp; Infrastructure</td>
<td>18,202</td>
<td>17,250</td>
<td>952</td>
<td>35,294</td>
<td>36,586</td>
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<td>City Planning &amp; Amenity</td>
<td>1,701</td>
<td>324</td>
<td>1,376</td>
<td>3,485</td>
<td>3,013</td>
<td>472</td>
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<tr>
<td>Community and Customer Experience</td>
<td>6,322</td>
<td>4,981</td>
<td>2,241</td>
<td>12,759</td>
<td>12,554</td>
<td>205</td>
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<tr>
<td>Corporate Finance</td>
<td>(1,331)</td>
<td>(1,762)</td>
<td>451</td>
<td>(3,069)</td>
<td>(4,465)</td>
<td>696</td>
</tr>
<tr>
<td>Underlying Operating</td>
<td>30,636</td>
<td>25,523</td>
<td>5,114</td>
<td>60,367</td>
<td>59,549</td>
<td>807</td>
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</table>

Rates

<table>
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<tr>
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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates</td>
<td>(47,776)</td>
<td>(47,832)</td>
<td>57</td>
<td>(55,590)</td>
<td>(55,476)</td>
<td>(114)</td>
</tr>
<tr>
<td>Capital Income</td>
<td>(2,625)</td>
<td>(3,656)</td>
<td>1,631</td>
<td>(4,903)</td>
<td>(6,686)</td>
<td>1,583</td>
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<tr>
<td>Depreciation</td>
<td>9,204</td>
<td>9,242</td>
<td>(38)</td>
<td>18,416</td>
<td>18,416</td>
<td>-</td>
</tr>
<tr>
<td>Grand Total</td>
<td>(8,966)</td>
<td>(16,724)</td>
<td>(6,764)</td>
<td>(21,720)</td>
<td>(24,396)</td>
<td>2,676</td>
</tr>
</tbody>
</table>

Executive forecast unfavourable ($69k)

- ($56k) increase in employee costs mainly due to fixed term to implement initiatives identified in the People Strategy 2018/19 as well as organisational realignment of positions.

Corporate Services unfavourable ($105k)

- ($152k) additional staff in Property and Leasing to assist with the sale of discontinuance of Council owned laneways. Fully offset by additional discontinuance income.
- $175k increase in the number of discontinued laneways sold to residents.
- ($98k) increase for consultation for Black andWell Street and traffic study approved by council.
- ($70k) additional costs associated with increased sale of discontinuances, leases and Sandringham Driving Range.

Environment, Recreation and Infrastructure unfavourable ($292k)

- ($479k) increase in Utilities for Public Lighting, Electricity and Gas charges as a result of the new contracts negotiated after budget approval and effective 1 July 2018. The new contract is an aggregated portfolio across the majority of Metropolitan Local Councils and is significantly cheaper than the default market rate for energy.
- ($259k) additional costs associated with the purchase of new smaller bins due to the “Shrink your bin and save” campaign.
- $245k savings in the kerbside recycling waste disposal contract as a result of a better price per tonnage negotiated with the recycling processor.
- $133k additional income mainly associated with Open Space permits issued for filming activities within the municipality.
- $65k increase in legal point of discharge income.
- ($60k) additional cost relating to the commuter bus trial until April 2019 approved by council.
Community & Customer Experience favourable $205k

- ($116k) expenditure for Aged & Disability Regional projects for which funding was received in 2017/18.
- $405k net savings expected in Aged & Disability predominantly due to clients transitioning to the National Disability Insurance Scheme.
- ($90k) development and implementation of the state election advocacy campaign.

City Planning and Amenity favourable $472k

- $450k increase in parking fines.
- $143k increase in infringement court recoveries related to parking fines.
- $129k increase in the grant funding for school crossings subsidy for 2018/19.
- ($150k) reduction in statutory planning application income due to the economic uncertainty and downturn in the housing market.
- ($148k) expenditure for Customer Journey mapping for City Planning.

Corporate Finance favourable $595k

- ($257k) net reduction in income due to a Bathing box, unlikely to be sold in 2018/19
- $414k increase in the number of discontinued laneways sold to residents.
- $335k increase in interest income from general bank accounts and term deposits mainly due to a favourable opening cash position for the year.
- $107k savings in 2018/19 workcover premium due to improved claims history.

Rates unfavourable ($114k)

- ($392k) reduction in rates and charges resulting from requests from rate payers for smaller bins.
- $251k increase in supplementary rates over budget.
Section 3 – Financial statements

Operating result

The December 2018 result is a surplus of $16.7M which is $6.8M favourable to budget.

Income statement

<table>
<thead>
<tr>
<th>Line Item $'000s</th>
<th>2018/19 YTD Adjusted Budget</th>
<th>2018/19 YTD Actuals</th>
<th>2018/19 Adjusted Budget Variance</th>
<th>2018/19 Adjusted Budget</th>
<th>Year End Forecast 2018/19</th>
<th>Adjusted Budget less forecast variance</th>
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</thead>
<tbody>
<tr>
<td>Operating Services &amp; New Initiatives</td>
<td>Budget</td>
<td>Income</td>
<td></td>
<td></td>
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<tr>
<td>Rates and Charges</td>
<td>47,688</td>
<td>47,730</td>
<td>42</td>
<td>95,416</td>
<td>95,301</td>
<td>(115)</td>
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<tr>
<td>Statutory Fees and Fines</td>
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<td>3,013</td>
<td>618</td>
<td>6,357</td>
<td>6,089</td>
<td>542</td>
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<tr>
<td>User Fees</td>
<td>3,814</td>
<td>4,260</td>
<td>446</td>
<td>7,699</td>
<td>7,839</td>
<td>181</td>
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<td>Rental Income</td>
<td>2,638</td>
<td>2,754</td>
<td>(2)</td>
<td>4,720</td>
<td>4,109</td>
<td>(110)</td>
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<td>Grants - Operating</td>
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<td>6,004</td>
<td>1,477</td>
<td>10,878</td>
<td>10,717</td>
<td>(161)</td>
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<td>Grants - Capital</td>
<td>705</td>
<td>305</td>
<td>(400)</td>
<td>1,370</td>
<td>1,845</td>
<td>125</td>
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<td>Contributions - Cash - Operating</td>
<td>10</td>
<td>-</td>
<td>(10)</td>
<td>105</td>
<td>105</td>
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<td>Contributions - Cash - Capital</td>
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<td>3,333</td>
<td>2,334</td>
<td>3,213</td>
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<td>1,692</td>
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<td>Interest Income</td>
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<td>1,141</td>
<td>336</td>
<td>2,155</td>
<td>2,490</td>
<td>335</td>
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<td>Other Income</td>
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<td>1,713</td>
<td>2,125</td>
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<td>Net Profit/(Loss) on Disposal of assets</td>
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<td>1</td>
<td>1</td>
<td>-</td>
<td>-</td>
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<tr>
<td><strong>Total Income</strong></td>
<td><strong>66,545</strong></td>
<td><strong>71,096</strong></td>
<td><strong>4,751</strong></td>
<td><strong>122,985</strong></td>
<td><strong>130,137</strong></td>
<td><strong>3,152</strong></td>
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<td>Expenditure</td>
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<tr>
<td>Employee Costs</td>
<td>22,803</td>
<td>21,719</td>
<td>1,083</td>
<td>44,929</td>
<td>44,204</td>
<td>725</td>
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<td>Materials and Services</td>
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<td>23,221</td>
<td>937</td>
<td>47,500</td>
<td>46,509</td>
<td>(1,991)</td>
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<tr>
<td>Bad and Doubtful Debts</td>
<td>3</td>
<td>3</td>
<td>(3)</td>
<td>173</td>
<td>177</td>
<td>(4)</td>
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<tr>
<td>Depreciation and Amortisation</td>
<td>9,204</td>
<td>9,242</td>
<td>(38)</td>
<td>18,416</td>
<td>18,418</td>
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<tr>
<td>Other Expenses</td>
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<td>187</td>
<td>33</td>
<td>440</td>
<td>434</td>
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<td>Finance Costs</td>
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<td>-</td>
<td>(0)</td>
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<td>(0)</td>
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<tr>
<td><strong>Total Expenditure</strong></td>
<td><strong>56,385</strong></td>
<td><strong>54,372</strong></td>
<td><strong>2,013</strong></td>
<td><strong>111,285</strong></td>
<td><strong>111,740</strong></td>
<td><strong>(475)</strong></td>
</tr>
<tr>
<td><strong>Operating Result - Surplus</strong></td>
<td><strong>9,160</strong></td>
<td><strong>16,724</strong></td>
<td><strong>6,764</strong></td>
<td><strong>21,720</strong></td>
<td><strong>24,396</strong></td>
<td><strong>2,876</strong></td>
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## Capital Projects

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<tbody>
<tr>
<td><strong>Property Expenditure</strong></td>
<td></td>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Land</td>
<td>-</td>
<td>-</td>
<td>9,000</td>
<td>-</td>
<td>9,000</td>
<td>5,000</td>
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<td>Buildings</td>
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<td>767</td>
<td>14,979</td>
<td>10,791</td>
<td>4,188</td>
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<td>Building Improvements</td>
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<td>405</td>
<td>291</td>
<td>3,231</td>
<td>1,903</td>
<td>1,336</td>
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<td><strong>Plant &amp; Equipment Expenditure</strong></td>
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<td>Fittings, Fittings and Furniture</td>
<td>50</td>
<td>156</td>
<td>(66)</td>
<td>329</td>
<td>382</td>
<td>(53)</td>
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<td>Arts and Culture</td>
<td>16</td>
<td>16</td>
<td>(6)</td>
<td>130</td>
<td>130</td>
<td>-</td>
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<td>IT Systems, Network, Servers and Communication</td>
<td>716</td>
<td>724</td>
<td>(6)</td>
<td>2,050</td>
<td>2,307</td>
<td>(247)</td>
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<td>Library Assets</td>
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<td>190</td>
<td>3</td>
<td>400</td>
<td>400</td>
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<tr>
<td><strong>Infrastructure Expenditure</strong></td>
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<td></td>
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<td>Foreshore and Conservation</td>
<td>238</td>
<td>214</td>
<td>24</td>
<td>2,700</td>
<td>2,596</td>
<td>105</td>
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<tr>
<td>Parks and Recreation</td>
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<td>2,774</td>
<td>1,197</td>
<td>8,640</td>
<td>7,149</td>
<td>1,492</td>
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<td>Off Street Car Parks</td>
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<td>214</td>
<td>170</td>
<td>2,818</td>
<td>2,634</td>
<td>184</td>
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<td>Drainage Infrastructure</td>
<td>1,020</td>
<td>1,533</td>
<td>(513)</td>
<td>3,599</td>
<td>3,508</td>
<td>51</td>
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<tr>
<td>Road Infrastructure</td>
<td>2,515</td>
<td>1,594</td>
<td>921</td>
<td>9,220</td>
<td>9,695</td>
<td>(475)</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>13,705</td>
<td>11,016</td>
<td>2,689</td>
<td>57,117</td>
<td>41,483</td>
<td>15,624</td>
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<tr>
<td><strong>Revenue</strong></td>
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<td></td>
</tr>
<tr>
<td>Grants - Capital</td>
<td>(705)</td>
<td>(305)</td>
<td>(400)</td>
<td>(1,370)</td>
<td>(1,645)</td>
<td>275</td>
</tr>
<tr>
<td>Other Income</td>
<td>(320)</td>
<td>(15)</td>
<td>(305)</td>
<td>(330)</td>
<td>(335)</td>
<td>15</td>
</tr>
<tr>
<td>Contributions - Cash - Capital</td>
<td>(1,000)</td>
<td>(3,335)</td>
<td>2,336</td>
<td>(3,213)</td>
<td>(4,905)</td>
<td>(1,692)</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>(2,025)</td>
<td>(2,656)</td>
<td>1,621</td>
<td>(4,903)</td>
<td>(6,886)</td>
<td>1,983</td>
</tr>
</tbody>
</table>

| Total                       | 11,681                   | 7,360                  | 4,320                                           | 52,214            | 34,608                | 17,606            |

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Item 10.18 – Reports by the Organisation

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## Balance sheet

<table>
<thead>
<tr>
<th></th>
<th>30-Jun-18 Actual</th>
<th>31-Dec-18 Actual</th>
<th>31-Dec-18 Budget</th>
<th>Variance</th>
<th>Full Financial Year Adjusted Budget</th>
<th>Forecast</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td><strong>Current assets</strong></td>
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<td></td>
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</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>1,721</td>
<td>3,985</td>
<td>4,963</td>
<td>(977)</td>
<td>2,771</td>
<td>5,553</td>
<td>2,792</td>
</tr>
<tr>
<td>Trade and other receivables</td>
<td>8,207</td>
<td>11,587</td>
<td>10,418</td>
<td>1,169</td>
<td>9,634</td>
<td>8,182</td>
<td>(1,452)</td>
</tr>
<tr>
<td>Other financial assets</td>
<td>84,526</td>
<td>88,027</td>
<td>73,626</td>
<td>15,001</td>
<td>58,026</td>
<td>80,526</td>
<td>22,500</td>
</tr>
<tr>
<td>Inventories</td>
<td>147</td>
<td>147</td>
<td>110</td>
<td>37</td>
<td>112</td>
<td>150</td>
<td>38</td>
</tr>
<tr>
<td>Non current assets classified as held for sale</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other assets</td>
<td>1,534</td>
<td>861</td>
<td>793</td>
<td>68</td>
<td>1,570</td>
<td>1,680</td>
<td>110</td>
</tr>
<tr>
<td><strong>Total current assets</strong></td>
<td>96,235</td>
<td>104,608</td>
<td>89,310</td>
<td>15,298</td>
<td>72,173</td>
<td>96,091</td>
<td>23,918</td>
</tr>
<tr>
<td><strong>Non-current assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Trade and other receivables</td>
<td>183</td>
<td>183</td>
<td>169</td>
<td>14</td>
<td>169</td>
<td>171</td>
<td>2</td>
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<td>Assets Held for Sale</td>
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<td>3,064</td>
<td>-</td>
<td>3,064</td>
<td>-</td>
<td>3,064</td>
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<tr>
<td>Financial assets</td>
<td>5,230</td>
<td>5,230</td>
<td>230</td>
<td>5,000</td>
<td>230</td>
<td>5,230</td>
<td>5,000</td>
</tr>
<tr>
<td>Other assets</td>
<td>56</td>
<td>56</td>
<td>56</td>
<td>56</td>
<td>56</td>
<td>56</td>
<td>56</td>
</tr>
<tr>
<td><strong>Total non-current assets</strong></td>
<td>3,738,886</td>
<td>3,740,460</td>
<td>3,407,632</td>
<td>332,848</td>
<td>3,442,611</td>
<td>3,761,792</td>
<td>319,141</td>
</tr>
<tr>
<td><strong>Total assets</strong></td>
<td>3,824,921</td>
<td>3,843,068</td>
<td>3,466,952</td>
<td>348,146</td>
<td>3,514,764</td>
<td>3,867,843</td>
<td>342,069</td>
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<tr>
<td><strong>Current liabilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade and other payables</td>
<td>11,398</td>
<td>4,931</td>
<td>4,561</td>
<td>370</td>
<td>10,052</td>
<td>9,120</td>
<td>942</td>
</tr>
<tr>
<td>Trust funds and deposits</td>
<td>4,425</td>
<td>4,342</td>
<td>4,655</td>
<td>(313)</td>
<td>4,717</td>
<td>4,300</td>
<td>417</td>
</tr>
<tr>
<td>Provisions</td>
<td>7,974</td>
<td>8,309</td>
<td>9,870</td>
<td>(1,561)</td>
<td>9,306</td>
<td>8,516</td>
<td>790</td>
</tr>
<tr>
<td>Interest bearing loans and borrowings</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Income in Advance</td>
<td>455</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>516</td>
<td>(616)</td>
</tr>
<tr>
<td><strong>Total current liabilities</strong></td>
<td>24,292</td>
<td>17,582</td>
<td>19,086</td>
<td>(1,504)</td>
<td>24,085</td>
<td>22,552</td>
<td>1,533</td>
</tr>
<tr>
<td><strong>Non-current liabilities</strong></td>
<td>795</td>
<td>888</td>
<td>1,309</td>
<td>(421)</td>
<td>1,424</td>
<td>1,021</td>
<td>403</td>
</tr>
<tr>
<td>Interest bearing loans and borrowings</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total non-current liabilities</strong></td>
<td>795</td>
<td>888</td>
<td>1,309</td>
<td>(421)</td>
<td>1,424</td>
<td>1,021</td>
<td>403</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td>25,047</td>
<td>18,470</td>
<td>20,395</td>
<td>(1,925)</td>
<td>25,509</td>
<td>23,573</td>
<td>1,936</td>
</tr>
<tr>
<td><strong>Net assets</strong></td>
<td>3,809,874</td>
<td>3,826,598</td>
<td>3,476,527</td>
<td>350,671</td>
<td>3,499,275</td>
<td>3,834,270</td>
<td>344,995</td>
</tr>
<tr>
<td><strong>Equity</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accumulated surplus</td>
<td>875,870</td>
<td>894,073</td>
<td>891,524</td>
<td>2,549</td>
<td>912,429</td>
<td>899,866</td>
<td>(12,563)</td>
</tr>
<tr>
<td>Asset revaluation reserve</td>
<td>2,884,594</td>
<td>2,884,594</td>
<td>2,544,521</td>
<td>340,074</td>
<td>2,544,521</td>
<td>2,884,594</td>
<td>340,073</td>
</tr>
<tr>
<td>Other reserves</td>
<td>49,410</td>
<td>47,980</td>
<td>49,482</td>
<td>7,448</td>
<td>32,320</td>
<td>49,810</td>
<td>17,485</td>
</tr>
<tr>
<td><strong>Total equity</strong></td>
<td>3,809,874</td>
<td>3,826,598</td>
<td>3,476,527</td>
<td>350,671</td>
<td>3,499,275</td>
<td>3,834,270</td>
<td>344,995</td>
</tr>
</tbody>
</table>
Cash flow statement

<table>
<thead>
<tr>
<th></th>
<th>30 Jun 18</th>
<th>31 Dec 18</th>
<th>Full Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Cash flows from operating activities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates and charges</td>
<td>43,266</td>
<td>44,135</td>
<td>(873)</td>
</tr>
<tr>
<td>Statutory fees and fines</td>
<td>3,641</td>
<td>3,641</td>
<td>(1,066)</td>
</tr>
<tr>
<td>User charges</td>
<td>5,742</td>
<td>5,742</td>
<td>249</td>
</tr>
<tr>
<td>Rental income</td>
<td>3,067</td>
<td>3,067</td>
<td>(313)</td>
</tr>
<tr>
<td>Contributions - monetary</td>
<td>1,026</td>
<td>1,026</td>
<td>231</td>
</tr>
<tr>
<td>Grants - Operating</td>
<td>5,228</td>
<td>5,228</td>
<td>1,404</td>
</tr>
<tr>
<td>Grants - Capital</td>
<td>23</td>
<td>23</td>
<td>311</td>
</tr>
<tr>
<td>Interest</td>
<td>1,119</td>
<td>1,119</td>
<td>462</td>
</tr>
<tr>
<td>Trust funds and deposits</td>
<td>61</td>
<td>61</td>
<td>170</td>
</tr>
<tr>
<td>Other receipts</td>
<td>771</td>
<td>771</td>
<td>(345)</td>
</tr>
<tr>
<td>Net GST refund</td>
<td>3,148</td>
<td>3,148</td>
<td>325</td>
</tr>
<tr>
<td>Employee costs</td>
<td>(41,581)</td>
<td>(22,835)</td>
<td>(22,963)</td>
</tr>
<tr>
<td>Payments to suppliers</td>
<td>(3,148)</td>
<td>(3,148)</td>
<td>(248)</td>
</tr>
<tr>
<td>Net cash provided by (used in) operating activities</td>
<td>44,464</td>
<td>16,637</td>
<td>14,696</td>
</tr>
<tr>
<td>Cash flows from investing activities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments for property, infrastructure, plant &amp; equipment</td>
<td>(40,378)</td>
<td>(10,871)</td>
<td>(14,410)</td>
</tr>
<tr>
<td>Proceeds from sale property, infrastructure, plant &amp; equipment</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Proceeds from term deposit investments</td>
<td>(9,500)</td>
<td>(3,561)</td>
<td>1,006</td>
</tr>
<tr>
<td>Net cash used in investing activities</td>
<td>(49,878)</td>
<td>(14,37)</td>
<td>(13,410)</td>
</tr>
<tr>
<td>Cash flows from financing activities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finance costs</td>
<td>(124)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Proceeds from borrowings</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Repayment of borrowings</td>
<td>(2,126)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Net cash used in financing activities</td>
<td>(2,250)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Net increase(decrease) in cash and cash equivalents</td>
<td>(7,654)</td>
<td>2,265</td>
<td>1,286</td>
</tr>
<tr>
<td>Cash and cash equivalents at the beginning of the period</td>
<td>9,385</td>
<td>1,721</td>
<td>3,677</td>
</tr>
<tr>
<td>Cash and cash equivalents at the end of the period</td>
<td>1,286</td>
<td>4,936</td>
<td>(977)</td>
</tr>
<tr>
<td>Term Deposits</td>
<td>89,526</td>
<td>93,027</td>
<td>73,626</td>
</tr>
<tr>
<td>Total cash and cash equivalents at the end of the period</td>
<td>91,247</td>
<td>95,073</td>
<td>77,989</td>
</tr>
<tr>
<td>Unallocated and unrestricted</td>
<td>37,412</td>
<td>44,741</td>
<td>32,862</td>
</tr>
<tr>
<td>Restricted, committed and allocated funds</td>
<td>53,855</td>
<td>52,272</td>
<td>45,137</td>
</tr>
<tr>
<td>Total</td>
<td>91,247</td>
<td>97,073</td>
<td>77,989</td>
</tr>
</tbody>
</table>
Section 4 – Community Engagement

The number of community engagement activities that occurred during July – December 2018 were more than, compared to the same period in 2017.

Listed below are the key engagement activities that continued or were started during this time.

<table>
<thead>
<tr>
<th>Council Plan Goal</th>
<th>Project</th>
<th>Outcome - Next Steps</th>
</tr>
</thead>
</table>
| Infrastructure    | Public Toilet Strategy | • Budget allocations will be considered during the annual capital works budget process  
• Additional annual allowance of $75,000 for minor works |
| Infrastructure    | Graffiti Management Plan | • Plan costs of $120,000 for consideration in the 2019/2020 Budget process |
| Infrastructure    | Erskine Laneway | • Detailed design |
| Infrastructure    | Road reconstruction - Chandos St, Cheltenham | • Implementation |
| Infrastructure    | North Road Foreshore – North Point Cafe | • Council decision on future direction |
| Infrastructure    | Laneway reconstruction Hampton | • Implementation |
| Infrastructure    | Thomas Street Playground | • Gathering ideas/visioning |
| Infrastructure    | Need for Hydrotherapy Pool | • Council decision to undertake business feasibility study, site analysis and transport options |
| Transport         | Black Street and Well Street carparks | • Council decision to conduct additional engagement on technology options |
| Transport         | North Road Foreshore – Bay Trail | • Council decision on implementation |
| Transport         | Commuter Shuttle Bus Trial | • Council decision on outcome of Trial |
| Housing and       | Pennydale Structure Plan | • Commence a Planning Scheme Amendment to |
### Item 10.18 – Reports by the Organisation

| Open space | North Road Foreshore – Masterplan | • Council report for endorsement of Masterplan |
| Open space | Beaumaris Arts & Sports Pavilion | • Revision of concepts for further stakeholder consideration |
| Open space | Elsternwick Park North (Nature Reserve) | • Gathering ideas / vision |
| Open space | Wilson Reserve-Brighton Recreational Centre Masterplan | • Stage 1 of the engagement is planned to commence in May 2019 |
| Environment | Recycling and Waste Strategy | • Ongoing communication to support the introduction of a Food Organics Green Organics (FOGO) kerbside collection service in 2019/20 |
| Environment | Environmental Citizenship research | • Review of environmental citizenship programs and events |
| Governance | ‘Happy or Not’ Survey Kiosks Trial | • Officers decision on outcome of Trial (February 2019) |
Section 5 - Capital Works
The year-to-date net capital result is favourable to budget by $4.32M. Council is forecast to be net $17.6M under budget for capital works at 30 June 2019. Taking into account the impact of $15.65M net of proposed carry forwards, the capital budget is unfavourable by $25K.

<table>
<thead>
<tr>
<th>$'000's</th>
<th>18/19 YTD Adjusted Budget</th>
<th>18/19 YTD Actuals</th>
<th>Variance</th>
<th>2018/19 Adjusted Budget</th>
<th>Current Forecast</th>
<th>Forecast Budget Variance</th>
<th>Forecast rollover to 2019/20</th>
<th>Variance including rollover</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Income</td>
<td>2,025</td>
<td>3,656</td>
<td>1,631</td>
<td>4,903</td>
<td>6,885</td>
<td>1,982</td>
<td>0</td>
<td>1,982</td>
</tr>
<tr>
<td>Capital Expenditure</td>
<td>13,705</td>
<td>11,016</td>
<td>2,689</td>
<td>57,117</td>
<td>41,493</td>
<td>15,624</td>
<td>15,649</td>
<td>(25)</td>
</tr>
<tr>
<td>Grand Total</td>
<td>11,680</td>
<td>7,360</td>
<td>4,320</td>
<td>52,214</td>
<td>34,608</td>
<td>17,606</td>
<td>15,649</td>
<td>1,957</td>
</tr>
</tbody>
</table>

Capital Program Status

![Graph showing capital program status with 2018/19 Actual and 2018/19 Budget lines.](image)
Capital revenue

*YTD favourable $1.63K, forecast favourable $1.98K*

The forecast favourable variance in capital income of $1.98K is mainly due to:

- Recreation and resort levy greater than expected.
- Unbudgeted capital income received for drainage contributions from developers.
- Unbudgeted income received from VicRoads for Church and Male Street Roundabout zebra crossings completed in 2017/18.
- Unbudgeted income from Sustainability Victoria to build an E-Waste shed at the depot.

Capital expenditure

*YTD favourable $2.689M, forecast favourable $15.624M*

The forecast favourable variance in capital expenditure of $15.624M is mainly due to:

- Delays with Dendy Street Beach Pavilion due to VCAT and remediation works. This project will roll into 2019/20.
- Delays in Sandringham Village Activity Centre Streetscape due to Melbourne Water approval. This project will roll into 2019/20.
- Delays with William Street Reserve Pavilion due to planning permit requirements. Construction expected to commence in March 2019. This project will roll into 2019/20.
- Delays with Destructor Reserve Pavilion due to approval of design with sporting clubs. Construction expected to commence in May 2019. This project will roll into 2019/20.
- Savings expected on Cheltenham Park Pavilion based on current estimate.
- Savings expected on Simpson Reserve Sportground Reconstruction due to favourable tender results.
- Savings expected on B9 and B13 Car Park Renewal based on our Engineer’s cost estimate.
- Delays with the Recycling and Waste Transfer Station Pit Enclosure due to lease negotiations. Construction cannot commence until negotiations are finalised. This project will roll into 2019/20.
- Delays in the purchase of CSIRO site due to property negotiations. This project will roll into 2019/20.
**Progress Report on significant Capital Works Projects**

The following table provides a report on capital projects which are greater than $50K over or under YTD budget as at 31 December 2018.

<table>
<thead>
<tr>
<th>Master Account</th>
<th>2018/19 YTD Adjusted Budget</th>
<th>2018/19 YTD Actuals</th>
<th>2018/19 YTD Adjusted Variance</th>
<th>2018/19 Adjusted Budget</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elsternwick Park Oval 2 Sportsground Reconstruction</td>
<td>816,881</td>
<td>172,938</td>
<td>643,943</td>
<td>1,067,766</td>
<td>Savings due to favourable tender results.</td>
</tr>
<tr>
<td>Footpath Reconstruction Program</td>
<td>799,998</td>
<td>282,540</td>
<td>517,458</td>
<td>1,600,000</td>
<td>Program commenced in late August.</td>
</tr>
<tr>
<td>Cheltenham Park Pavilion Redevelopment</td>
<td>1,761,266</td>
<td>1,393,863</td>
<td>367,403</td>
<td>2,922,059</td>
<td>Minor delay with construction. Anticipated cost savings based on current estimate.</td>
</tr>
<tr>
<td>Playground Renewal Projects</td>
<td>1,107,681</td>
<td>877,774</td>
<td>229,907</td>
<td>1,740,234</td>
<td>Construction delays for North Road playground due to delivery of play equipment from overseas and unfavourable weather conditions. 2018/19 playground projects to commence after first term school holidays as per client request.</td>
</tr>
<tr>
<td>Sportsground Reconstruction Simpson Reserve</td>
<td>817,960</td>
<td>598,278</td>
<td>219,682</td>
<td>1,135,922</td>
<td>Savings due to favourable tender results.</td>
</tr>
<tr>
<td>506 Balcombe Road Retaining Wall</td>
<td>152,450</td>
<td>2,454</td>
<td>149,996</td>
<td>154,898</td>
<td>Design works delayed but will not impact completion by end of financial year.</td>
</tr>
<tr>
<td>Sportsground Lighting - Cheltenham Park (West)</td>
<td>149,768</td>
<td>774</td>
<td>148,994</td>
<td>149,768</td>
<td>Minor delay to commence works. Expected to be completed by March.</td>
</tr>
<tr>
<td>Sandringham Hub (Masonic Hall Redevelopment)</td>
<td>152,450</td>
<td>15,325</td>
<td>137,125</td>
<td>154,898</td>
<td>Delays due to resolving asbestos roofing causing design to be on hold.</td>
</tr>
<tr>
<td>B9 and B13 Car Park Renewal Construction</td>
<td>158,616</td>
<td>30,492</td>
<td>128,124</td>
<td>1,177,228</td>
<td>Project savings expected based on engineer’s cost estimate and contingencies.</td>
</tr>
<tr>
<td>Martin Street &amp; Nepean Hwy Intersection Pedestrian Improvements</td>
<td>121,957</td>
<td>8,950</td>
<td>113,007</td>
<td>123,919</td>
<td>Delays due to awaiting approval from VicRoads. Construction expected to commence in March.</td>
</tr>
<tr>
<td>Future Bike Paths New/Upgrade Program</td>
<td>112,603</td>
<td>0</td>
<td>112,603</td>
<td>112,603</td>
<td>Delay with consultation with external stakeholders.</td>
</tr>
<tr>
<td>Master Account</td>
<td>2018/19 YTD Adjusted Budget</td>
<td>2018/19 YTD Actuals</td>
<td>2018/19 YTD Adjusted Variance</td>
<td>2018/19 Adjusted Budget</td>
<td>Comments</td>
</tr>
<tr>
<td>---------------------------------------------------------</td>
<td>------------------------------</td>
<td>---------------------</td>
<td>-------------------------------</td>
<td>-------------------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Chisholm Reserve Pavilion</td>
<td>150,345</td>
<td>39,873</td>
<td>110,472</td>
<td>1,297,836</td>
<td>Delays due to planning approvals and service authorities. Contract awarded at November Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>meeting and construction commenced in December.</td>
</tr>
<tr>
<td>Asbestos Removal Program</td>
<td>114,082</td>
<td>3,838</td>
<td>110,244</td>
<td>258,164</td>
<td>Full budget to be spent by end of the year, mostly on removal of asbestos from Masonic Hall roof.</td>
</tr>
<tr>
<td>New Footpath Construction - Cribb Avenue Beaumaris</td>
<td>182,938</td>
<td>81,054</td>
<td>101,884</td>
<td>185,878</td>
<td>Delays with contract award due to awaiting public consultation. Work commenced in November,</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>completion expected in February.</td>
</tr>
<tr>
<td>Sandringham Village Activity Centre Streetscape</td>
<td>132,860</td>
<td>35,891</td>
<td>96,969</td>
<td>1,445,719</td>
<td>Delays due to planning permit and Melbourne Water approval required due to special building</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>overlay.</td>
</tr>
<tr>
<td>Brighton Dunes Stabilisation</td>
<td>75,053</td>
<td>0</td>
<td>75,053</td>
<td>75,053</td>
<td>Project delayed to March/April to avoid peak time and delays with permit.</td>
</tr>
<tr>
<td>B6 Car Park Renewal Design</td>
<td>87,897</td>
<td>22,158</td>
<td>65,739</td>
<td>499,393</td>
<td>Delays with planning permit.</td>
</tr>
<tr>
<td>Cricket Net Renewal Banksia Reserve</td>
<td>61,957</td>
<td>1,960</td>
<td>59,997</td>
<td>123,919</td>
<td>Construction cannot commence until a new Lease is signed with Telstra. Action from Leasing</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
<td>pending, when lease is signed work can commence.</td>
</tr>
<tr>
<td>Laneway Upgrade Program</td>
<td>66,060</td>
<td>6,571</td>
<td>59,489</td>
<td>67,123</td>
<td>Minor delays with project. Still expect completion before 30 June 2019.</td>
</tr>
<tr>
<td>Hydraulic Equipment Unscheduled Replacements</td>
<td>90,357</td>
<td>33,437</td>
<td>56,920</td>
<td>180,715</td>
<td>Hydraulic equipment replacements not required as budget to date. Re-assess forecast in Q3.</td>
</tr>
<tr>
<td>Synthetic Oval Entrances &amp; Hybrid Turf Installations</td>
<td>121,957</td>
<td>70,715</td>
<td>51,242</td>
<td>123,919</td>
<td>Delays with client response. Construction to be completed in January.</td>
</tr>
<tr>
<td>Durrant St Drainage, Pavement &amp; Tree Improvements</td>
<td>719,799</td>
<td>1,170,593</td>
<td>-450,794</td>
<td>719,799</td>
<td>Overspend due to unfavourable tender results.</td>
</tr>
<tr>
<td>Kerb &amp; Channel Replacement Program</td>
<td>600,000</td>
<td>855,851</td>
<td>-255,851</td>
<td>866,000</td>
<td>Construction commenced earlier than expected.</td>
</tr>
<tr>
<td>New Telecommunications Solution</td>
<td>334,357</td>
<td>556,254</td>
<td>-221,897</td>
<td>398,163</td>
<td>Council resolution to award contract CON/17/122 for $632K at June Council meeting. Minor</td>
</tr>
<tr>
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<td></td>
<td>overspend due to variations for line</td>
</tr>
<tr>
<td>Master Account</td>
<td>2018/19 YTD Adjusted Budget</td>
<td>2018/19 YTD Actuals</td>
<td>2018/19 YTD Variance</td>
<td>2018/19 Adjusted Budget</td>
<td>Comments</td>
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<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Pavilion Redevelopment Elsternick Park Oval 2</td>
<td>47,064</td>
<td>173,085</td>
<td>-126,021</td>
<td>826,125</td>
<td>Connection and changes to headsets.</td>
</tr>
<tr>
<td>Stormwater Harvesting Brighton Golf Course &amp; Dendy Park</td>
<td>2,450</td>
<td>84,161</td>
<td>-81,711</td>
<td>154,898</td>
<td>Reinstatement work undertaken as required greater than budget to date.</td>
</tr>
<tr>
<td>Dendy Street Beach Masterplan Implementation</td>
<td>186,143</td>
<td>257,265</td>
<td>-71,122</td>
<td>2,918,188</td>
<td>Maddocks professional services greater than expected due to EPA clean up notice.</td>
</tr>
<tr>
<td>Dendy Park Athletics Track-Long Jump Run Up Renew</td>
<td>1,632</td>
<td>71,944</td>
<td>-70,312</td>
<td>103,266</td>
<td>Contract awarded in December, Construction commenced ahead of schedule.</td>
</tr>
<tr>
<td>Cricket Net Renewal Elsternick Park Oval 2</td>
<td>132,125</td>
<td>200,109</td>
<td>-67,984</td>
<td>134,245</td>
<td>Project completed over budget due to higher tender prices &amp; scope change to increase length of nets.</td>
</tr>
</tbody>
</table>
Capital Budget Status

For 2018/19 there are 159 capital projects to be delivered, with eight completed at the end of the second quarter, 126 projects are in progress, and eight have not yet started.
## Denaby Street Beach Masterplan

**Budget:** $7,828,600
**Area Responsible:** City Assets and Projects

### Major Issues
- **Timing uncertain:** Planning Permit and site contamination issues. CHMP has been approved by Aboriginal Victoria, unlikely to start until 2019/20.

### Milestones:
- (2018/19)
- (2019/20)
- (2020/21)
- (2021/22)
- (2022/23)
- (2023/24)
- (2024/25)

### Risks:
1. Site contamination
2. VCAT / Planning Permit
3. Use / Cultural Heritage
4. Insufficient budget due to cost escalation during delays

### Minor Issues:
- Concept Design
- Approvals
- Detailed Design
- Tender
- Construction

## Sandringham Outfield Netball Project at Sandringham Golf Driving Range

**Budget:** $11,258,000
**Area Responsible:** City Assets and Projects

### Major Issues
- Staged model - provide 12 outdoor courts as Stage 1. Design underway. Reported to Council in October 2018. Negotiations for site access continuing with site access planned for October.

### Milestones:
- (2018/19)
- (2019/20)
- (2020/21)
- (2021/22)
- (2022/23)
- (2023/24)
- (2024/25)

### Risks:
1. Soil Conditions
2. Consultation
3. Planning approval

### Minor Issues:
- Concept Design
- Approvals
- Detailed Design
- Tender
- Construction

## Basketball Stadium

**Budget:** $8,866,000
**Area Responsible:** City Assets and Projects

### Major Issues
- Design process underway. Site has been confirmed with Planning Permit approved for Sandringham Golf Course. Hapag-Lloyd Report to Council to consider S&K funding model in December 2018.

### Milestones:
- (2018/19)
- (2019/20)
- (2020/21)
- (2021/22)
- (2022/23)
- (2023/24)
- (2024/25)

### Risks:
1. Planning approval for golf
2. Planning approval for basketball
3. Tree removal
4. Funding contribution by S&K
5.

### Minor Issues:
- Concept Design
- Approvals
- Detailed Design
- Tender
- Construction

## Sandringham Library and Maternal and Child Health Centre

**Budget:** $3,800,000
**Area Responsible:** City Assets and Projects

### Major Issues
- Current program assumes Planning approval by January 2019.

### Milestones:
- (2018/19)
- (2019/20)
- (2020/21)
- (2021/22)
- (2022/23)
- (2023/24)
- (2024/25)

### Risks:
1. Planning approval
2. Relocation of current groups.
3.
4.
5.

### Minor Issues:
- Concept Design
- Approvals
- Detailed Design
- Tender
- Construction
## Masonic Hall

**Budget:** $2,950,000

**Risks:**
- 1. Planning approval
- 2. Heritage approval
- 3. Relocation of groups
- 4. Asbestos contamination delay
- 5.

**Milestones:**

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**Current program assumes Planning and Heritage approval by June 2019.**

## Beaumaris Arts & Sports Pavilion at Beaumaris Reserve

**Budget:** $6,498,000

**Risks:**
- 1. User groups needs/endorsement
- 2. Planning approval
- 3. Budget
- 4. Lease for communications tower
- 5.

**Milestones:**

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Assumes planning approval by December 2019. A further design concept is being prepared after resolution of pavilion location and mitigating any need to relocate cemeteries.

## Hampton Community Hub

**Budget:** $6,189,000

**Risks:**
- 1. Defined scope
- 2. Consultation
- 3. Planning approval
- 4. Parking
- 5. Property analysis

**Milestones:**

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Hampton Masterplan currently in progress.

## Brighton Recreation Centre

**Budget:** $7,785,000

**Risks:**
- 1. Budget
- 2. Defined scope
- 3. Consultation
- 4. Planning approval
- 5. Parking and loss of open space

**Milestones:**

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</table>

Social Infrastructure Needs Assessment complete. Scope to be defined and feasibility of all options to be investigated and presented to Council. Community engagement to commence in February 2019.
Item 10.18 – Reports by the Organisation

CSIRO Community Facilities
- Highett Library

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Budget</td>
<td>$110,000</td>
</tr>
<tr>
<td>Area Responsible</td>
<td>Urban Strategy</td>
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<tr>
<td>Milestones</td>
<td>Q1</td>
</tr>
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<td></td>
<td>Approval</td>
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<tr>
<td>$130,000 New Initiative only</td>
<td></td>
</tr>
</tbody>
</table>

Sandringham Family Leisure Centre

<table>
<thead>
<tr>
<th>Further Info</th>
<th>Stage two of the feasibility study has commenced with the consultants expecting to develop options following further detailed investigations at the centre and assessment of current services and future needs. End of current lease in Q2 2020/21 with extension proposed to 2025.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$130,000</td>
</tr>
<tr>
<td>Area Responsible</td>
<td>Recreation</td>
</tr>
<tr>
<td>Milestones</td>
<td>Q1</td>
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<td>Approval</td>
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Elsternwick Park North

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<tbody>
<tr>
<td>Budget</td>
<td>TBD</td>
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<tr>
<td>Area Responsible</td>
<td>Open Space</td>
</tr>
<tr>
<td>Milestones</td>
<td>Q1</td>
</tr>
<tr>
<td></td>
<td>Approval</td>
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</table>

Black Rock Life Saving Club

<table>
<thead>
<tr>
<th>Further Info</th>
<th>Program of work currently being developed.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>TBD</td>
</tr>
<tr>
<td>Area Responsible</td>
<td>Recreation</td>
</tr>
<tr>
<td>Milestones</td>
<td>Q1</td>
</tr>
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</table>
Executive summary

Purpose and background
This report presents to Council a schedule of actions pending for the period to 19 February 2019.

Key issues
This report contains resolutions of Council that require a further report to Council.

Recommendation
That Council notes the Council Action Awaiting Report.

Support Attachments
<table>
<thead>
<tr>
<th>DATE OF MEETING</th>
<th>ITEM</th>
<th>COUNCIL RESOLUTION</th>
<th>DIVISION</th>
<th>COMMENTS/STATUS</th>
</tr>
</thead>
</table>
| 24/05/16        | 10.2 | **Sandringham Village Streetscape Masterplan**  
3. In the event that the bus route change to Bay Rd, Beach Road, Melrose Street and Station Street does not proceed and the Village Square feature not be achievable, a revised Master Plan without the Village Square concept will be presented to a future Council meeting for adoption. | DCP&A | In the event that the bus route changes in Bay Road, Beach Road, Melrose Street and Station Street and does not proceed and the Village Square feature not be achievable, a revised Master Plan without the Village Square concept will be presented at a future Council meeting for adoption. |
| 24/05/16        | 10.7 | **Childrens’ Sensory Garden Investigation**  
That Council:  
1. notes the typical elements of a suburban sensory garden;  
2. proposes the CSIRO site is the preferred location for the establishment of a sensory garden in Bayside;  
3. seeks community feedback regarding the concept of establishing a sensory garden in Bayside to inform future decisions on this matter; and  
4. receives a further report detailing the financial implications associated with the establishment of a sensory garden. | DERI | A future report will be provided to a future Council meeting detailing the implications of including a sensory garden in the planning of the one hectare passive open space in the CSIRO site.  
The timeline of this report will be subject to the transfer of land (one hectare passive open space) is confirmed and planning can commence. |
| 24/10/17        | 10.1 | **Amendment C151 – Hampton East (Moorabbin) Structure Plan**  
That Council following the Minister for Planning decision in relation to the above receives a report that outlines the scope for an additional study for precincts 3, 5 and 6 including costs, funding options and timing. | DCP&A | A report was submitted to the Minister on 2 May 2018. Council is currently awaiting the Minister’s decision. |
| 24/10/17        | 10.16 | **HMVS Cerberus – Heritage Works Permit Update**  
That Council:  
2. Receives a further report once Heritage Victoria has assessed the permit application for conservation and stabilisation of the HMVS Cerberus. | DERI | A future report will be presented to Council if the permit approved method concrete infill proves problematic or beyond the current Council approved budget. |
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| 19/12/17        | 10.15  | **Bayside Film Festival**  
4. Pending the outcome of the grant application, a further report be provided to Council which includes the findings of the work undertaken should the application be successful, and in the event that it is not, Council receive a further report. | DC&CE    | A report will be submitted to Council at the March 2019 meeting.                                                                                      |
| 20/3/18         | 10.5   | **Carbon Neutrality Action Plan 2018-2020**  
| 19/6/18         | 10.6   | **Seasonal Sports Infrastructure Contributions Framework**  
That Council defer adoption of the Seasonal Sports Club Infrastructure Contributions Framework pending the completion of the 5 year review of Council’s Sportground Pavilion Improvement Plan. | DERI     | A report will be submitted to Council at the March 2019 meeting.                                                                                      |
| 19/6/18         | 10.17  | **Building Inclusive Communities Funding Update**  
That Council receives a further report no later than 30 June 2019, with options for Council’s ongoing role in relation to disability inclusion, advocacy and planning beyond the cessation of the Building Inclusive Communities funding in June 2019. | DERI     | A report will be submitted to Council at the May 2019 meeting.                                                                                       |
| 21/8/18         | 10.3   | **Integrated Transport Strategy 2013 - Implementation Progress During 2017/18**  
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</table>
| 21/8/18         | 10.4  | **BAYSIDES ENVIRONMENTAL SUSTAINABILITY FRAMEWORK 2016-2025 - ANNUAL PROGRESS REPORT**  
3. Receives a further report in the first quarter of the 2019/20 financial year detailing progress against targets, the overall success of actions and reviewing issues and risks. | DERI     | A report will be submitted to the Council Meeting in August 2019.                                          |
| 21/8/18         | 10.7  | **Early Year's Infrastructure Plan**  
That Council:  
4. receives a further report detailing options for the long term use of the Brighton South Playhouse, once temporary relocations for displaced services undergoing redevelopment works are completed;  
7. receives a further report following a review of the Infrastructure Plan in year five. | DC&CE    | A report will be provided to Council on the completion of the development works.                             |
| 21/8/18         | 10.10 | **Ceasing the Bright n Sandy Food and Wine Festival and establish a Local Festivals and Events Fund**  
That Council receives a report at the end of the 2018/19 financial year on the performance of the Bright and Sandy Food and Wine Festival. | DERI     | A report will be submitted to the June 2019 Council Meeting.                                                |
| 21/8/18         | 10.12 | **Response to Notice of Motion - 266 - Commuter Shuttle Bus Service**  
That Council conducts a review after three months of operation with a report to Council in February 2019. | DERI     | A report is included on the February 2019 Council Meeting Agenda.                                          |
| 21/8/18         | 10.13 | **Brighton Secondary College Synthetic Hockey Facility - Management Committee Financial Update**  
That Council receives a further report no later than August 2019 from the Management Committee summarising activities, including the financial position of the Brighton Secondary College Hockey Facility Management Committee. | DERI     | A report will be submitted to the August 2019 Council Meeting.                                              |
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<tr>
<td>21/8/18</td>
<td>10.15</td>
<td><strong>Statutory Planning - Service, Performance and Delegations</strong>&lt;br&gt;That Council:&lt;br&gt;c) receives a further report in August 2019 on the success of the trial; and&lt;br&gt;d) reviews Statutory Planning performance KPIs during the preparation of the 2019/20 Council Plan</td>
<td>DCP&amp;A</td>
<td>That Council receives a report in August 2019 and reviews KPIs in April 2019 as part of the Council Plan review.</td>
</tr>
<tr>
<td>23/10/18</td>
<td>10.1</td>
<td><strong>Update on the mid-century Modern Heritage Voluntary Inclusion Process</strong>&lt;br&gt;That Council:&lt;br&gt;1. Notes the revised timeframes for the proposed nomination process stages as:&lt;br&gt;   ● Stage 1 Nominations for Heritage Listing: November 2018 – March 2019&lt;br&gt;   ● Stage 2 Assessing Heritage Properties: March 2019 – May 2019&lt;br&gt;   ● Stage 3 Planning Scheme Amendment: June 2019 – September 2019;&lt;br&gt;2. Develops a communication strategy to assist in the implementation of Stage 1; and&lt;br&gt;3. Receives a report at the June 2019 Ordinary Meeting of Council on which mid-century modern properties to pursue a planning scheme amendment deemed to be of heritage significance through the voluntary expression of interest process.</td>
<td>DCP&amp;A</td>
<td>A report will be submitted to Council in June 2019.</td>
</tr>
<tr>
<td>DATE OF MEETING</td>
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| 23/10/18        | 10.2  | **Black and Well Street Brighton Car Park Redevelopment**  
That Council:  
2. investigates maximising the use of existing parking capacity in streets within a short walk to the Church Street activity centre using an electronic parking data collection system integrated with real-time parking availability signage and app-based driver assistance and receives a further report on the options and costs of proceeding with this technology in February 2019; and  
3. undertakes further community consultation on options to improve car parking availability including the use of the technology options outlined in part 2 of the resolution. | DERI     | A report will be submitted to Council in February 2019 (refer to Item: ‘Parking Technology – Church Street Major Activity Centre’) |
| 20/11/18        | 7.1   | **Petition - To cease the trial of the Bayside Commuter Bus Service**  
That the petition be received and a report be submitted to the February 2019 Ordinary Council Meeting in conjunction with the substantive report on the Commuter Bus Service as per Council’s previous resolution. | DERI     | A report is included on the February 2019 Council Meeting Agenda.                                   |
| 20/11/18        | 10.4  | **Bayside Environmental Sustainability Framework 2016-2025 Action Plan Update Holding Report**  
| 20/11/18        | 10.6  | **CSIRO - Legal Agreements Update**  
That Council:  
Receives a report following the execution of the Deed of Agreement with the CSIRO which outlines the details of the Deed agreement and next steps. | DCorp    | A report will be submitted to Council following the execution of the Deed of Agreement with the CSIRO. |
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<th>COUNCIL RESOLUTION</th>
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<td>That Council:</td>
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<td>• 4.2.1 Develop specialist contract specifications for the Community Nursery and Bushland Maintenance functions and provide a report to Council in March 2019 on the Nursery Management and Bushland Maintenance model following further consultation with the Community Nursery Steering Committee.</td>
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<td>18/12/18</td>
<td>10.2</td>
<td>Elsternwick Park Golf Course Decommissioning Plan - Progress Update</td>
<td>DERI</td>
<td>A report is included on the February 2019 Council Meeting Agenda.</td>
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<td>That Council:</td>
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<td>4. Reinforces the dog on leash requirements in Elsternwick Park North by:</td>
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<td>• Providing additional dog control signs highlighting that penalties apply for non-compliance;</td>
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<td>• Maintaining the increased enforcement program as outlined in the report until 31 January 2019 at which time the frequency of enforcement visits will be reassessed; and</td>
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<td>• Issuing Infringement Notices, after one warning, to dog owners who do not abide by the on leash requirements and report to the February 2019 Council meeting on the effectiveness of the enforcement action.</td>
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<td>ITEM</td>
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<td>10.3</td>
<td>18/12/18</td>
<td>1. Continues to review current planning provisions in the context of the Planning Scheme to ensure policy provisions are already sufficiently developed to enable tree protection and regeneration.</td>
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<td>18/12/18</td>
<td>2. Undertakes further investigation/research into the benefits of undertaking an Urban Forest Strategy as outlined in this report and present outcomes at the March 2019 Ordinary Meeting of Council.</td>
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<td>10.6</td>
<td>18/12/18</td>
<td>2. Receives a further report at a future meeting detailing State Government grant opportunities and preferred funding project for the Tulip Street Basketball Courts Extension.</td>
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<td>10.8</td>
<td>18/12/18</td>
<td>2. Receives a report detailing the outcomes of the community engagement and the draft Master Plan by June 2020.</td>
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</table>
11. Reports by Delegates

1. Association of Bayside Municipalities – Cr Laurence Evans
2. MAV Environment Committee – Director Environment, Recreation & Infrastructure
3. Metropolitan Transport Forum – Director Environment, Recreation & Infrastructure
4. Municipal Association of Victoria – Cr Alex del Porto
5. Inner South Metropolitan Mayors’ Forum – The Mayor Cr Michael Heffernen
6. Metropolitan Local Government Waste Forum – Cr Clarke Martin

12. Urgent Business

13. Notices of Motion

13.1 NOTICE OF MOTION - 277 - SINGLE USE PLASTICS ASSOCIATED WITH COUNCIL PREMISES

Corporate Services - Governance
File No: PSF/18/103 – Doc No: DOC/19/8586

I hereby give notice that I intend to move at the Ordinary Council Meeting to be held on 19 February 2019 at 7:00pm at the Council Chambers, Civic Centre, Boxshall Street, Brighton the following Notice of Motion:

Motion

That Council receives a report at its March 2019 Ordinary Meeting to consider issues related to single use plastics associated with Council premises and leases and the opportunities to minimise single use plastics in Council premises and leases.

Cr Laurence Evans

Support Attachments
Nil
14. Confidential Business

That pursuant to Section 89(2) of the Local Government Act 1989, the Council resolves that so much of this meeting be closed to members of the public, as it involves Council consideration of matters coming within some or all of the following categories listed in Section 89(2) of such Act.

(a) Personnel matters;
(b) The personal hardship of any resident or ratepayers;
(c) Industrial matters;
(d) Contractual matters;
(e) Proposed developments;
(f) Legal advice;
(g) Matters affecting the security of Council property;
(h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
(i) A resolution to close the meeting to members of the public.

14.1 MINUTES OF THE CHIEF EXECUTIVE OFFICER’S EMPLOYMENT MATTERS COMMITTEE HELD ON 11 FEBRUARY 2019

(LGA 1989 Section 89(2)(a) and (d) personnel matters and contractual matters.)

As Chief Executive Officer, I hereby declare that the contents of this agenda relating to the closed meeting of the ordinary meeting of Council are deemed confidential and accordingly members of Council are reminded that the contents of the agenda are not to be disclosed to any other party.

Mick Cummins

Chief Executive Officer