Ordinary Meeting of Council

Council Chambers
Civic Centre
Boxshall Street Brighton

Tuesday 19 May 2020 at 7pm

Agenda
Chairperson: Cr Clarke Martin (Mayor)

Councillors: Cr Sonia Castelli
Cr Alex del Porto
Cr Laurence Evans OAM
Cr Rob Grinter (Deputy Mayor)
Cr Michael Heffernan
Cr James Long BM JP

Important Notice

Present State Government advice is that the Pandemic Plan for the Victorian Health Sector is at Stage 3. Until further notice, Council and Committee meetings will proceed without members of the public present.

Alternative arrangements are in place for members of the community to make a submission in relation to items listed on the agenda, or to submit a public question, via the following links:

Requests to be heard

Ask a question at an Ordinary Meeting of Council

For further queries, please contact the Governance office on 9599 4444.
Order of Business

1. Prayer
2. Acknowledgement of Original Inhabitants
3. Apologies
4. Disclosure of any Conflict of Interest of any Councillor
5. Adoption and Confirmation of the minutes of previous meeting
6. Public Question Time
7. Petitions to Council
8. Minutes of Advisory Committees
   8.1 Assembly of Councillors Record
9. Reports by Special Committees
10. Reports by the Organisation
    10.1 Organisational response to COVID-19 Pandemic
    10.2 Proposed Annual Budget 2020/21 and Long Term Financial Plan
        2020/21-2029/30 / Proposed Strategic Resource Plan 2020/21-
        2023/24
    10.3 Bayside City Council - Electoral Ward Boundaries and Ward
        names
    10.4 Response to Notice of Motion 293 - Cheltenham Recreation
        Reserve Netball Court
    10.5 Amendment C160 - Highett Structure Plan - Panel Report
        Recommendations
    10.6 Hampton Community Infrastructure Feasibility and Master Plan
    10.7 Economic Development and Tourism Strategy Update
    10.8 Bayside Council Grants Policy Review 2020
    10.9 Proposal to enter into a new lease for the Sandringham Golf
        Course
    10.10 CONTRACT CON/20/19 Asphalt Footpath Reconstruction
        Program (Residential) For 2020/21 - 2021/22
    10.11 CONTRACT CON/20/20 Concrete Footpath Reconstruction
        Program 2020/21 - 2021/22
10.12 CONTRACT CON/20/34 Road Resurfacing Program For 2020/21 - 2021/22 .................................................. 77
10.13 CONTRACT CON/20/35 Kerb and Channel Replacement Program For 2020/21 - 2021/22 .......................... 81
10.14 CONTRACT CON 111207B - Extension of Food and Green Waste Collection Contract - JJ Richards ......................... 85
10.16 Council Action Awaiting Report .......................................................... 95

11. Reports by Delegates
12. Urgent Business
13. Notices of Motion
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 28 April 2020.

6. Public Question Time

7. Petitions to Council

There were no Petitions to Council submitted to the meeting.
Executive summary

Purpose and background
To formally report to Council on the Assembly of Councillors records in accordance with the Local Government Act 1989.

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 May 2020 Councillor Briefing.

Support Attachments
1. Record of Assembly of Councillors - 5 May 2020 Councillor 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><strong>Meeting Name/Type</strong></td>
</tr>
<tr>
<td><strong>Meeting Date</strong></td>
</tr>
<tr>
<td><strong>Start Time</strong></td>
</tr>
</tbody>
</table>
| **Matters discussed**| • Statutory Planning - Legal costs  
                       • Amendment C160bays - Highett Structure Plan - Panel Report Recommendations  
                       • Response to Notice of Motion - 293 - Cheltenham Recreation Reserve Netball Court  
                       • Bayside Council Grants Policy Review 2020  
                       • Beaumaris RSL lease proposal for Banksia Reserve Pavilion |

<table>
<thead>
<tr>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Councillors</strong></td>
</tr>
</tbody>
</table>
| Mayor, Cr Clarke Martin  
Cr Sonia Castelli  
Cr Alex del Porto  
Cr Laurence Evans  
Cr Rob Grinter  
Cr Michael Heffernan  
Cr James Long |
| **Staff** |
| Mick Cummins – Chief Executive Officer  
Jill Colson – Director Corporate Services  
Bryce Craggs – Director Community & Customer Experience  
Matthew Cripps – A/Director City Planning & Amenity  
Adam McSwain – Director Environment, Recreation & Infrastructure  
Hamish Reid – Relief and Recovery Lead  
Juliana Aya – Manager Urban Strategy  
Terry Callant – Manager Governance & Corporate Reporting  
Fiona Farrand – A/Manager Development Services  
Keryn Fisher – Manager Communication & Engagement  
Jason Stubbs – Manager Commercial Services  
Damien Van Trier – Manager Open Space, Recreation & Wellbeing |

<table>
<thead>
<tr>
<th>Apologies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nil</td>
</tr>
</tbody>
</table>

Conflict of Interest disclosures

<table>
<thead>
<tr>
<th>Matter No</th>
<th>Councillor making disclosure</th>
<th>Councillor left meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.5 - Beaumaris RSL lease proposal for Banksia Reserve Pavilion</td>
<td>Mayor, Cr Clarke Martin</td>
<td>Yes</td>
</tr>
</tbody>
</table>
9. Reports by Special Committees

There were no Reports by Special Committees submitted to the meeting.
Executive summary

Purpose and background

The purpose of this report is to advise Council of the organisation's initial and continued response to the COVID-19 pandemic.

Council staff have been working to support our community and continue to provide services during the rapidly evolving COVID-19/Coronavirus outbreak. The health and safety of our community and staff is our top priority. The organisation's response has been coordinated by two working committees:

- Pandemic Planning Committee (Chaired by Joan Andrews, Manager Community Services) – focusing on implementing State Government directions, local coordination of service delivery and supporting the Bayside community throughout the pandemic.

- Business Continuity Planning Committee (Chaired by Jill Colson, Director Corporate Services) – focusing on ensuring that the organisation continues to provide essential business services in a safe, efficient and effective manner.

Throughout the pandemic the organisation has focussed on:

- maintaining essential services, particularly to the most vulnerable members of our community
- support to local businesses
- effective, factual and timely communications to our community, largely focusing on Victorian Government Department of Health and Human Services (DHHS) advice
- enhancing our ability to provide a contactless service
- ensuring community safety and maintaining social distancing - including closure of council offices and facilities to the public, using technology to enable remote meetings and supporting staff to work remotely
- the redeployment of staff to support essential services
- ensuring organisational readiness to respond to the next stages of COVID19 – such as recovery.

Initiatives undertaken by the organisation include:

Council Support to Vulnerable Individuals

<table>
<thead>
<tr>
<th>Activity</th>
<th>Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dedicated telephone line established</td>
<td>Trained aged and disability staff taking calls and identifying required assistance</td>
</tr>
<tr>
<td>Assistance to people experiencing homelessness</td>
<td>Working with housing agencies to relocate rough sleepers into hotels and sustainable accommodation</td>
</tr>
<tr>
<td>Food assistance</td>
<td>18% increase in provision of delivered meals to older residents. Referrals to BayCISS for emergency relief</td>
</tr>
<tr>
<td>Welfare checks</td>
<td>Redeployment of library staff to make welfare check telephone contact with 2000+ older residents and residents with a disability, with call oversight by aged care staff</td>
</tr>
<tr>
<td>----------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Social connection</td>
<td>Weekly telephone calls to isolated residents by aged and disability staff</td>
</tr>
</tbody>
</table>
| Supermarket support                                | Delivery of toilet paper donated by Woolworths to all clients in receipt of Council’s Delivered Meals service  
|                                                    | Negotiated with local supermarkets to allow Council staff to shop for older residents between 7am and 8am on production of a letter on Council letterhead                                                                                     |
| Public housing tenants                             | Delivery of art and craft items to children on the estates                                                                                                                                                                                            |
| Library book delivery                              | Delivery of library books by care workers rostered to provide in-home support to older residents                                                                                                                                                       |

### Council Support to Local Businesses

<table>
<thead>
<tr>
<th>Activity</th>
<th>Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Assistance</td>
<td>Council has provided financial assistance to businesses and commercial tenants in Council buildings</td>
</tr>
<tr>
<td>Rates Payments Deferrals</td>
<td>Streamlined access to Council’s hardship policy to enable ratepayers who are having difficulty paying their rates as a result of the COVID-19 crisis and would like to defer their rates payment until 30 September 2020</td>
</tr>
<tr>
<td>Still Open for Business Directory</td>
<td>We’ve pulled together listings of businesses who are still open and operating within the State Guidelines during the COVID-19 outbreak</td>
</tr>
<tr>
<td>Personal Visits and Support to Businesses</td>
<td>Council staff have personally visited local businesses and distributed an E-Newsletter to 1,200 traders/businesses in Bayside including information about rebates and reimbursement process, support initiatives from State and Federal Government and resources for businesses and promotion of other Council support initiatives</td>
</tr>
<tr>
<td>Response to Tagging and Graffiti</td>
<td>Supporting local businesses and sporting clubs to rapidly respond to incidences of tagging and graffiti at the local level.</td>
</tr>
<tr>
<td>#BaysideStrongTogether</td>
<td>Creation of #BaysideStrongTogether campaign to promote and support businesses that are still open, offering services and goods and/or taking telephone orders.</td>
</tr>
</tbody>
</table>
Other Initiatives

<table>
<thead>
<tr>
<th>Activity</th>
<th>Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contactless Library Services</td>
<td>We have introduced a number of contactless library initiatives such as Online Storytime and Book Club</td>
</tr>
<tr>
<td>Enhanced External and Internal Communication</td>
<td>Introduced a number of communication initiatives to provide accurate, accessible and timely information to our community and staff</td>
</tr>
<tr>
<td>Arts and Cultural Services</td>
<td>Introduced online activities such as Gallery Exhibitions (e.g. Fiona McMonagle’s, ‘Classy’) and The Great Art Detective Challenge – Interactive Children’s experience</td>
</tr>
<tr>
<td>Coordination of Community Support Groups</td>
<td>A Community Relief Committee chaired by Council’s Manager Community Service has been established. Membership includes BayCISS, Hampton and Highett Community Centres, Connect Health, Grace Heart Community Church, Red Cross and the Victorian Council of Churches. The Committee meets monthly to coordinate relief activities to the Bayside community.</td>
</tr>
</tbody>
</table>

While the situation is unprecedented and constantly evolving, we continue to respond to the challenge, adapt our services and facilities as required, and strive to provide exceptional services to the Bayside Community.

**Recommendation**

That Council notes the content of this report and acknowledges the activities undertaken by staff to support the Bayside community throughout the COVID-19 pandemic.

**Support Attachments**

Nil
Considerations and implications of recommendation

Liveable community
The interventions outlined in this report have supported the liveability of the Bayside community through a time of crisis.

Social
The interventions outlined in this report has positively impacted on social fabric of the community, particularly the most vulnerable members of the Bayside community.

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
The interventions outlined in this report has supported the delivery of essential services and engagement with our community throughout the COVID19 pandemic.

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
It is expected that Council’s financial position will be impacted by the loss of parking and other regulatory fee revenue and waiver of rental income by approximately $2.7 million in the period of March to June 2020 and by a similar amount in the July to September quarter of 2020. It is likely that further revenue losses will be experienced in the second and third quarters of 2020/21 depending on the timing and extent of reductions in social distancing requirements. Steps are being taken to limit discretionary expenditure and to identify cost savings to offset these revenue losses.

Links to Council policy and strategy
This report directly relates to Goal 7 – Community Health and Participation and Goal 8 - Governance objectives in the Council Plan.
Executive summary

Purpose and background

The Local Government Act 2020 received Royal Assent on 24 March 2020, however under transitional arrangement the 2020/21 Budget has been prepared under the Local Government Act 1989. The 2021/22 Budget will be the first budget to be prepared under the new Act.

Key issues

Long Term Financial Plan 2020/21 to 2029/30
Council’s Long Term Financial Plan (LTFP) has been the basis for the preparation of the Strategic Resource Plan and the Annual Budget 2020/21. The LTFP is the key ten-year financial planning document of Council and is governed by a series of financial strategies and accompanying performance indicators.

The key strategies embedded in the LTFP to meet these challenges include:

- Ensure rate increases are set in accordance with the Fair Go Rates Framework
- Continue to review each service annually as part of the service planning process to ensure services provided to the community provide value and are sustainably funded
- Identify efficiency gains in the operating budget in order to ensure a financially sustainable operating surplus in a rate cap environment
- Ensure that service users are making a reasonable contribution to the cost of services through appropriate fees and charges by maintaining an annual minimum CPI increase in non-statutory fees and charges with the proposed increase subject to benchmarking
- Identify alternative revenue streams and funding opportunities to take pressure off rate increases
- Explore greater financial and community returns from Council’s property portfolio
- Increase funding for capital renewal and new/upgrade works
- Ensure that any new debt is based on a sound business case and demonstrated community benefit
- Continue to manage the extreme nature of Defined benefits superannuation shortfalls by quarantining funds in a reserve with an annual increase of $500k
- Ensure that any new programs or projects generate specific community value and are funded in a sustainable way.
Strategic Resource Plan 2020-21-2023/24

Key financial highlights of the 4 year Strategic Resource Plan include:

- Rate increases will be capped at CPI in accordance with the new Rate capping environment. Waste services are delivered on a direct cost recovery model.
- An average operating surplus of $20.1 million per year over the next 4 years.
- Council will invest $219.2 million in the capital program over the next 4 years to improve community assets.
- Council will utilise $46.8 million of cash reserves over the next 4 years to fund strategic capital projects while maintaining benchmark liquidity ratios.
- Continue to set aside $0.5 million per annum to smooth out the extreme nature of the Defined Benefits Superannuation Shortfall calls.
- Achievement of key financial sustainability ratios over the SRP.

Proposed Budget 2020/21

The 2020/21 Proposed Budget reflects a financially sustainable position while achieving Council's operational objectives. These include the delivery of ongoing services and the delivery of capital projects to meet the existing and growing needs of our community in relation to health, safety, sustainability and infrastructure.

The Victorian Government Stage 3 restrictions which came into effect on 30 March in response to the COVID-19 pandemic crisis are expected to negatively impact on Council revenues and we anticipate non rate income such as rent, charges, fines and permits to be reduced by at least $2.7 million in the first quarter of 2020/21 due to the economic downturn in the economy. In response to the pandemic crisis, Council has redirected resources and funding into critical areas such as in-home care, delivered meals and social outreach for vulnerable residents. Pandemic restrictions have also meant that services traditionally performed by volunteers at no cost are now provided by redeployed Council staff. In order to maintain Council's operating surplus the 2020/21 New Initiatives program has been deferred to future periods and an additional savings target in discretionary spending of $1.2 million has been budgeted for in the first quarter of 2020/21.

Key financial highlights of the Budget include:

- A capital works budget of $37.8 million in 2020/21.
- Net cost of delivering services to the community of $64.2 million with an underlying increase of 2%.
- Productivity and efficiency savings of $0.35 million identified in the operating budget.
- A strong operating surplus of $19.1 million for 2020/21.
- Average general rates and municipal charge increase of 2% complying with the rate capping framework set by State Government.
- An increase in the waste charge of 1%.
- Maintenance of a sound cash position with cash and investments to be drawn down in future years to fund Council's major capital program.

Recommendation

That Council:


4. In accordance with Section 223 of the Local Government Act 1989, establishes a Special Committee of Council consisting of all Councillors with a quorum of four (4) Councillors to hear submissions on Wednesday 24 June 2020 at 6:30pm in relation to the Proposed Strategic Resource Plan 2020/21-2023/24 in conjunction with the Council Plan; and at 7:30pm in relation to the Proposed Annual Budget 2020/21 at the Council Chamber, Boxshall Street, Brighton.

Support Attachments

1. Proposed Budget 2020/21 (separately enclosed)
2. Long Term Financial Plan 2020/21 to 2029/30 (separately enclosed)
Considerations and implications of recommendation

Liveable community

Social
There are no social impacts associated with this report.

Natural Environment
There are no natural environmental impacts associated with this report.

Built Environment
There are no built environmental impacts associated with this report.

Customer Service and Community Engagement
The public has the opportunity to make a submission on any proposal contained in the Budget within 28 days of publication of the public notice on 20 May 2020.

From 20 May 2020, the Proposed Strategic Resource Plan 2020/21-2023/24 and Proposed Annual Budget 2020/21 will be available via Council’s website www.bayside.vic.gov.au and available for inspection, by appointment, during normal business hours at the Corporate Centre, 76 Royal Avenue, Sandringham.

The following table summarises the consultation process to finalise the Draft Strategic Resource Plan and Annual Budget:

| Public Notice in The Age newspaper and on Council’s website | Friday 20 May 2020 |
| Submission close at 5:00pm (28 days) | Wednesday 17 June 2020 at 5:00pm |
| Special Committee of Council to hear submissions | Wednesday 24 June 2020 at 7:30pm |
| Special Council meeting to adopt the 2020/21 Budget | Tuesday 30 June 2020 at 6:30pm |

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 Proposed Budget and LT TP complies with the principles of sound financial management as detailed in section 136 of the Local Government Act 1989 which includes
- Prudently manage financial risks relating to debt, assets and liabilities
- Provide reasonable stability in the level of rate burden
- Consider the financial effects of Council decisions on future generations
- Provide full, accurate and timely disclosure of financial information.

In accordance with the Local Government Act 1989 section 127, Council must prepare a budget each financial year and must include budget information containing: financial
statements, the funding of major initiatives, services and capital works, rating information and any 'special order' for rate cap variation.

**Finance**

In accordance with the legislation, an Annual Budget has been prepared, which details the financial resources required to achieve the Council Plan 2017-2021.

**Links to Council policy and strategy**

The proposed Budget 2020/21 and Long Term Financial Plan 2020/21 to 2029/30 are identified within Goal 8 Governance in the Council Plan 2017-2021. We want an organisation that is financially sustainable and with decision making that is open, transparent and informed by the community.
Executive summary

Purpose and background
To advise Council of the official notification of electoral ward boundaries for the Bayside City General Elections.

The Minister for Local Government wrote to the Mayor on 6 May 2020 enclosing a detailed plan (see attached) of Bayside City Council’s electoral structure and ward boundaries. The Minister has indicated that the structure will be applied for the next general election.

The Minister wrote, “In developing the structure, the VEC relied on the work they carried out as part of your council’s electoral representation review and applied best practice electoral boundary modelling, including ensuring the number of voters represented by each councillor is within plus-or-minus 10 per cent of the average number of voters per councillor for the council.”

The proposed wards will comprise the following number of voters, current voter deviation:

<table>
<thead>
<tr>
<th>Ward</th>
<th>No: of electors</th>
<th>2020 electoral deviation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ward A</td>
<td>11,524</td>
<td>+2.01%</td>
</tr>
<tr>
<td>Ward B</td>
<td>12,211</td>
<td>+8.53%</td>
</tr>
<tr>
<td>Ward C</td>
<td>11,945</td>
<td>+5.07%</td>
</tr>
<tr>
<td>Ward D</td>
<td>11,356</td>
<td>-0.05%</td>
</tr>
<tr>
<td>Ward E</td>
<td>10,506</td>
<td>+5.59%</td>
</tr>
<tr>
<td>Ward F</td>
<td>10,703</td>
<td>-3.31%</td>
</tr>
<tr>
<td>Ward G</td>
<td>10,703</td>
<td>-6.72%</td>
</tr>
</tbody>
</table>

Further, the Minister for Local Government has indicated that Council is far better positioned to advise on proposed ward names that reflect the community that ward represents.

Council has until Monday 25 May 2020 to submit ward names and any other significant issues, prior to the map being finalised and gazetted.

Key issues
Whilst Council is extremely disappointed that the community cannot be consulted on the proposed ward boundaries, we welcome the opportunity to suggest proposed names for the 7 wards.
In determining a set of names for the 7 Wards, consideration has been given to the historical significance of the area, well known spaces, and places. On this basis the following names are proposed for Council’s consideration:

<table>
<thead>
<tr>
<th>Ward A</th>
<th>Proposed Name</th>
<th>Dendy Ward</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rationale</td>
<td>Named after the biggest historical landowner of Brighton back in 1860.</td>
<td>Part of this ward was previously known as Dendy Ward.</td>
</tr>
</tbody>
</table>

Other suggested name for consideration

**Town Hall Ward** – removes reference to Dendy Ward which may cause confusion with Dendy Park located in Ward C. Ward A was previously named Dendy Ward when single members were in place in 1997.

<table>
<thead>
<tr>
<th>Ward B</th>
<th>Proposed Name</th>
<th>Landcox Ward</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rationale</td>
<td>A significant piece of open space known as Landcox Park is located within this area and is significant to the Boon wurrung people.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ward C</th>
<th>Proposed Name</th>
<th>Castlefield Ward</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rationale</td>
<td>Named after the historical post war housing estate.</td>
<td></td>
</tr>
</tbody>
</table>

Other suggested names for consideration:

**Grieve Ward or Grieve VC Ward** – named after Robert Grieve VC – Born in Brighton: Brighton Cricket club bowler: team of the century: played at the South Road Oval

**Were Ward** - named after this well-known street and person. It runs central in the ward running from the west at Beach Road Brighton crossing Hampton Street and ending up in the suburb of Brighton East to the east. Once again the Were Ward name was used when the single member ward were in place in 1997.

**Lone Pine Ward** – a number of Lone Pines have been planted across the municipality and this symbolises remembrance, resilience and survival against all odds.
<table>
<thead>
<tr>
<th>Ward D</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Name</td>
<td>Jetty Ward</td>
</tr>
<tr>
<td>Rationale</td>
<td>Jetty Ward</td>
</tr>
<tr>
<td></td>
<td>Named after the extensive foreshore area in Sandringham that is well known and relates to the area.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ward E</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Name</td>
<td>Basterfield Ward</td>
</tr>
<tr>
<td>Rationale</td>
<td>Named after a large open passive space within the Ward, which includes two significant war memorials.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ward F</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Name</td>
<td>Cerberus Ward</td>
</tr>
<tr>
<td>Rationale</td>
<td>Named after the historic ship HMVS Cerberus which is scuttled in the bay just off the boundary of ward F.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ward G</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Name</td>
<td>Keefers Ward</td>
</tr>
<tr>
<td>Rationale</td>
<td>Named after the historical and well known fishing and boat charter within Beaumaris, and is well connected with the area.</td>
</tr>
</tbody>
</table>
Recommendation

That Council:

1. Writes to the Minister for Local Government expressing its dissatisfaction with the proposed electoral boundary process which precludes consultation with the community of Bayside.

2. Informs the Minister for Local Government of the proposed ward names for the 7 single member wards and the rationale namely:
   
   A) Ward A to be known as Dendy Ward
   B) Ward B to be known as Landcox Ward
   C) Ward C to be known as Castlefield Ward
   D) Ward D to be known as Jetty Ward
   E) Ward E to be known as Basterfield Ward
   F) Ward F to be known as Cerberus Ward
   G) Ward G to be known as Keefers Ward.

Support Attachments

1. Bayside Single Councillor Boundaries ⇩
Considerations and implications of recommendation

Liveable community

Social
The proposed ward names have a particular connections within the ward, whether it is a unique place, space, or historical significance.

Natural Environment
There are natural environment implications associated with this report.

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

Customer Service and Community Engagement
Unfortunately the ward boundaries have not been consulted with the community of Bayside, and Council will raise this matter with the Minister for Local Government.

Furthermore, given the timeframes imposed by the Minister for Local Government on the proposed ward names, they cannot be tested with the community.

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
There are no financial implications associated with this report.

Links to Council policy and strategy
This report directly relates to Goal 8 of the Council Plan specifically relating to the electoral representation for Bayside.
Executive summary

Purpose and background

The purpose of this report is to provide the outcomes of an assessment of the feasibility, costs and strategic justification for the future provision of a netball court at Cheltenham Recreation Reserve (the Reserve), Weatherall Road, Cheltenham.

The Reserve consists of 3.4 hectares of open space and is classified in the Bayside Open Space Strategy 2012 as a sportsground servicing a regional catchment. The Reserve includes a sportsground comprising a turf cricket wicket suitable for high level under 16s and senior cricket use. The sportsground is also used for Australian Rules football and is one of three Bayside venues utilised to host local football finals series.

In recent years, the Reserve has witnessed significant upgrades including renewal of the sportsground surface (2015), extension to the existing pavilion (2017) providing unisex changeroom and umpires facilities, designated storage areas, first aid facilities and a renewed kitchen.

The Reserve also features a local level playground (currently being designed for renewal), four-bay cricket nets renewed (2015), and sportsground lighting delivered as part of the Bayside Recreation Strategy actions in 2014. In 2019, through a partnership between Cheltenham Football Netball Club and Tim Wilson MP, the lighting system was upgraded to a 150 lux LED system.

The Reserve is home to Cheltenham Football Netball Club (the Club) established in 1891 consisting of 160 playing members. The Club field three senior football teams an U19 team (100 male players) and four netball teams (60 females). Both sports compete in the Southern Football and Netball League, with aspirations to field a female AFL team in coming years.

Cheltenham Cricket Club is also based at the Reserve and has an equally long history founded in 1872 with 158 playing members. The club is diversifying its membership base and is seeking female players to join the club that fields three senior male teams and four junior teams.

Key issues

Currently, the Club’s netball teams train and compete at venues external to the Reserve providing limited opportunity for social interaction between the two winter sports codes (Australian Rules football and netball). Netballers currently leave these external sites after training and playing with many players not returning to the clubrooms to interact with the AFL teams.

This situation is not dissimilar to ones faced by larger football clubs within the municipality that train and play at secondary venues as their home sportsground can no longer support all of their teams.

While there is no guarantee the construction of a court would alter this behaviour, the Club envisage greater opportunities to encourage interaction, through selection night dinners and casual connections after training fostering a greater club synergy.
For many years the Club has focused on creating an environment that is welcoming, inclusive and sustainable and views the inclusion of a court as a critical part of achieving its strategic goals.

**Football Netball Model**

Country football and netball clubs are long established and have collaborated cohesively proving a strong club model in this environment. The success of this model can be attributed to traditional co-location of facilities and country towns’ historically strong alliance to participation in traditional sports.

This structure provides both a pathway for player development and a strong social connection and sense of belonging, particularly in sparsely populated rural areas where gathering to watch Saturday sport still remains a strong tradition.

While this model remains successful in country areas, the diversification of the sports industry, multiculturalism and widespread access to a variety of other opportunities has weakened the strong hold previously witnessed.

In 2014, the then Southern Football League expanded its model to include Netball becoming the Southern Football Netball League (SFNL). The league has witnessed significant growth since competition inception growing from an initial 8 teams to 100 teams in 2019.

SFNL utilise the netball complex on Rowan Road, Dingley Village to run their Saturday competition and are seeking alternate venues, including the proposed Bayside Netball Centre to further expand their competition. Unlike its country counterparts, the league was unable to adopt co-located venues through lack of available open space.

**The proposal**

In 2018 the Club first approached Council to discuss the viability of installing a full sized Netball Court at Cheltenham Recreation Reserve. During initial discussions, the Club sought the works to be delivered by Council as part of its capital works program. The court was not considered a project that demonstrated broad community benefit with the view that the proposed Bayside Netball Centre would meet the needs of netball in the region.

The club revised its submission and proposed to install a court at the full cost of the club. Investigations of the site by officers and external consultant SportsEng determined that a full size court at this site was not viable without removal of existing infrastructure (public toilets) and/or significant vegetation.

The proposal was not supported by officers; however, the development of a smaller training venue was considered appropriate and Council provided support for the Club’s application for funding through both SportAus and Sport and Recreation Victoria. The Club was not successful in receiving funding through either grant stream.

In 2019 the club again approached Council to install a practice court at Cheltenham Recreation Reserve as part of significant works proposed by the Club through the now obsolete self-managed projects framework. Council’s Open Space Project Officer was provided as a resource to support the club to deliver four projects:

1. Upgrade of sportsground lighting to 150lux with environmentally sustainable LED fixtures
2. Install an electronic scoreboard at the site
3. Install a toilet into the existing scoreboard structure
4. Extend the existing cricket nets concrete apron to incorporate a multi-purpose training area. The club included appropriate flood lighting of this area as part of their sportsground lighting upgrade to safely facilitate training.
Projects 1 to 3 were approved with works now complete; however, documentation required to submit the Town Planning application for works and vegetation removal relevant to Project 4 was not submitted by the Club.

Outstanding items include:

- Design drawings
- DELWP consent – however in principle support has been provided by Council as land manager
- Contractor documentation (registration and qualifications details of all trades contributing to the project).

Site suitability

The Reserve features a Vegetation Protection Overlay with the identified location impacting root protection zones of significant trees located on the boundary of the Reserve and a number of small native trees within the property boundary. Officers have some concern regarding the scale and impact of the proposed vegetation removal.

An application for removal of the trees and assessment of the impact to tree root zones would be independently assessed by the planning arborist and may result in a different view of the development.

The construction of a smaller modified court abutting the existing cricket nets is viable as the impact on native trees is significantly reduced; however, the value of such a court to effectively conduct training is questionable. Council officers are supportive of this option from a vegetation impact perspective.

Recreation Strategic Planning

The Bayside ‘Active by the Bay’ Recreation Strategy 2012 supports the Club’s initial request to install a training facility at the Reserve through the self-managed project framework in the following key priority areas:

- Maintaining the distribution and access to structured sporting facilities
- Connecting communities to build a stronger Bayside.

While there is merit to co-locate facilities where demand and site constraints allow, it is equally important that infrastructure delivered by Council adds value to the open space network. The proposed court will be not be utilised for competition purposes (a centralised model is used by SFNL) and will only be utilised for training purposes for approximately six hours per week, primarily during the winter season.

The site does not allow for the delivery of a full sized netball court which questions the suitability for netball training purposes. While appropriate for training drills, simulated match training will not be possible. The Club have ensured that certified lighting, meeting Australian standards for training purposes was delivered as part of the LED lighting upgrade at the site.

Council’s strategic response to address the shortfall of netball facilities within the municipality is through the delivery of the proposed Bayside Netball Centre in Wangara Road, Sandringham. The proposed facility is 3km from the Reserve and will provide compliant courts and competition standard lighting. The extended operating hours and additional courts will meet the needs of the broader netball community outside of Sandringham District Netball Associations use.
While this does not address the Club’s aspiration to encourage greater alignment between the two sports, it reflects the reality of inner metropolitan sports and specifically Bayside, where clubs are required to train and play at facilities other than their home venue as growth in participation continues.

Financial Implications

Netball Victoria indicate the cost to deliver a compliant netball court in an ideal setting is approximately $145,000. The Reserve does not lend itself to this indicative cost, requiring earthworks to create a flat surface, tree removal, possible sub-surface drainage realignment, build over consent and potential demolition of existing cricket nets to facilitate a compliant netball court. It remains questionable that the desired outcome could be achieved even with these actions.

Repositioning of the proposed court would require amendments to the upgraded sportsground lighting system to achieve Australian Standards of a proposed court and would require renewal of the cricket net structure. Recent cricket net projects providing four-bay nets have been delivered for approximately $180,000. Site restrictions would again impact Council’s ability to deliver nets that meet Australian Standards.

Council officers do not support the installation of a full sized netball court at the Reserve as no evidence of broader community benefit or value of investment of Council’s finite budget can be provided. The delivery of a hybrid court at the site can be linked to priority areas of the Recreation Strategy but does not align with the strategic goals of the organisation. Council funding a project of this type will create a precedent, likely to result in similar requests at the remaining six Australian Rules/Netball Club venues.

Officers support the delivery of a reduced (hybrid) court at the Reserve, to be delivered using Club funds under the Seasonal Sports Club Contribution Framework. It is recommended that the Club continue to work with Council’s Open Space Project Officer to provide the outstanding compliance items required to submit the mandatory Planning Permit application for approval. Alternatively, the Club’s aspirations can be referred for consideration in the development of the Recreation Strategy 2023-2032.

Cheltenham Football Netball Club – Feedback on hybrid proposal

The Club was contacted by officers to gauge the Club’s position regarding the officers’ recommendation to support the installation of a club funded hybrid court at the Reserve.

Club President, Mr Chris Graham advised by email that it is the Club’s preference for the installation of a full sized netball court at the Reserve. Mr Graham also advised the Club would be willing to work with Council to install a hybrid netball training area if that was the only option.

In his advice Mr Graham highlighted how proactive the Cheltenham Football Netball Club has been in raising funds to improve the facilities at the Reserve. This includes approximately $190,000 for upgraded sportsground lighting and $95,000 for a new electronic scoreboard. Mr Graham also advised that despite the Club’s ability to raise funds in the past, the Club is unable to commit to any contribution towards a full sized or hybrid netball court. The current pandemic has put many of the Club’s sponsors under financial pressure and with this ongoing uncertainty, all fundraising will go towards the cost of Club operations.
Recommendation

That Council:

1. Continues to support the Cheltenham Football Netball Club to submit the mandatory Planning Permit application for a hybrid netball training area adjacent to the current cricket nets at Cheltenham Recreation Reserve.

2. Acknowledges that any future hybrid netball training area would be completely funded by the Cheltenham Football Netball Club.

3. Develops a Memorandum of Understanding that outlines the funding requirements and ongoing responsibility of the Cheltenham Football Netball Club to maintain any hybrid netball training area at Cheltenham Recreation Reserve.

4. Notifies the Cheltenham Football Netball Club of the outcome of this report.

Support Attachments
Nil
Considerations and implications of recommendation

Liveable community

Social

Sport provides opportunities for the community to build social networks and community connections and encourages lifelong engagement in sport and recreational opportunities.

Natural Environment

The natural environment will be protected wherever possible to prevent over-development of open space, balancing the benefits of community sports infrastructure and the natural environment. The impact on vegetation in the delivery of a compliant netball court has been deemed inappropriate development of open space.

Built Environment

Any court, hybrid or full-sized must be built to the relevant building and sporting standards. Failure to do so would result in the court being more likely to fail and could result in future liability for Council.

Customer Service and Community Engagement

Club-led community engagement, approved by and with officer attendance has been completed regarding development of a hybrid training facility for the netball teams of the Club. No objections were received in relation to the proposed hybrid court project.

Any proposal to construct a full-sized netball court at the Reserve would require a comprehensive community consultation process.

Any Club managed court construction project at the Reserve will be subject to Town Planning considerations.

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

A memorandum of Understanding would need to be developed and signed detailing the funding and ongoing maintenance requirements of the Cheltenham Football Netball Club for a future hybrid netball training area.

Finance

There are no financial implications associated with the recommendations included in this report.

Links to Council policy and strategy

Improvement to sport and recreation facilities is supported by a number of key strategy and policy documents including the Council Plan 2017-2021, Bayside 2020 Community Plan and Wellbeing for All Ages and Abilities Strategy 2017-2021.

The Bayside Open Space Strategy 2012 recognises that projected population growth will have a significant impact on the demand for open space over the next 20 years.
The development of additional fit for purpose sports facilities is in line with a number of Key Principles included in the Bayside ‘Active by the Bay’ Recreation Strategy (2013-2022) including:

- Maintaining the distribution and access to structured sporting facilities
- Connecting communities to build a stronger Bayside.
Executive summary

Purpose and background
To present Council with the recommendations of the Planning Panel appointed to consider submissions made to Planning Scheme Amendment C160bays, which implements the Highett Structure Plan 2018 into the Bayside Planning Scheme.

The Highett Structure Plan was adopted by Council in September 2018 to guide the future development outcomes for the Highett Activity Centre, including land use, built form, access and movement and public realm outcomes.

The key changes that Amendment C160bays proposes to the Bayside Planning Scheme include:

- Introducing five new General Residential Zone Schedules and one new Schedule to the Neighbourhood Residential Zone to reflect built form controls for the residential precincts of the Structure Plan
- Rewriting the Design and Development Overlay Schedule 4 to give effect to the built form outcomes for the commercial component of the centre
- Removing the Design and Development Overlay Schedule 5 from the Bayside Planning Scheme
- Amending the Municipal Strategic Statement to reflect the updated boundary of the Structure Plan area, update reference sections with the newly adopted version of the structure plan and insert new objectives and strategies
- Mapping and other changes to give effect to the Structure Plan.

Council exhibited Amendment C160bays in October/November 2019 and received 25 submissions.

At its Ordinary Meeting of 17 December 2019, Council resolved to request the Minister for Planning appoint an independent Planning Panel to consider submissions.

Key issues
Changes to the Amendment documentsFollowing the exhibition of Amendment C160bays, Council considered a number of changes to the amendment documents in response to the submissions received. These changes included redrafting of some objectives, correcting mapping and editorial errors, rewording requirements to avoid duplication of State policy and rewording decision guidelines to provide clearer links to the desired outcomes of the Structure Plan. The changes were not transformational and were put to the Panel and submitters as part of the Panel Hearing process.

A detailed explanation of the changes made and the rationale for these changes is included at Attachment 2.
Planning Panel Report

The Panel hearing took place on 11 and 12 March and was held at the Council Chamber in Brighton. The Panel was chaired by Mr Tim Hellsten and included Ms Shannon Davies, Member. Of the twenty-five submitters, seven presented their views at the Panel Hearing.

Overall, the Panel found the Highett Structure Plan 2018 to be sufficiently robust and well founded and considered the subsequent Zone and Overlay tools and policy changes to be the correct tools for implementing the Structure Plan and appropriate for the scale and character aspirations for the Highett Activity Centre. The Panel Report is contained at Attachment 1.

The Panel made nine recommended changes to the Amendment. These changes are relatively minor and do not significantly change the intended outcome of this Amendment. The changes relate primarily to the drafting of certain provisions and do not change the intent from what the Structure Plan seeks to implement. As a result, the Officer recommendation is that all changes recommended by the Planning Panel are supported. A detailed list of the recommended changes and the officer’s response to these changes is included at Attachment 3.

Next steps

Section 27 of the Planning and Environment Act 1987 requires that a “planning authority must consider the Panel’s report before deciding whether or not to adopt the amendment”.

Council has the following options to progress Amendment C160:

1. Adopt Amendment C160bays, without making any of the Panel’s recommended changes and submit to the Minister for Planning for approval;
2. Adopt Amendment C160bays incorporating the Panel’s recommended changes and submit to the Minister for Planning for approval; or
3. Abandon Amendment C160bays in its entirety.

Given that the Planning Panel was supportive of the amendment, and that the recommendations of the Panel will enhance the drafting and clarity of the proposed planning controls, it is recommended that Council adopts all recommendations made by the Panel and incorporates the changes proposed by officers at the Panel Hearing in response to submissions as shown in Attachment 4.

Recommendation

That Council:

1. Adopts Amendment C160bays – Highett Structure Plan incorporating the Planning Panel’s recommended changes (as outlined as Attachment 4 to this report).
2. Submits Amendment C160bays – Highett Structure Plan to the Minister for Planning for approval in accordance with Section 31 of the Planning and Environment Act 1987.
3. Writes to all submitters to advise them of Council’s decision.

Support Attachments

1. C160bays Panel Report (separately enclosed)
2. C160bays Post-exhibition changes (separately enclosed)
3. Officer Response to Panel Recommendations (separately enclosed)
4. C160bays Combined Planning Scheme Clauses for Adoption (separately enclosed)
Considerations and implications of proposition

Liveable community

Social

Amendment C160bays implements the objectives and strategies contained in the Highett Structure Plan, September 2018. The Highett Structure Plan contains objectives and strategies in relation to land use, built form, access and movement, and the public realm that will guide development in the Activity Centre. The provision for a mix of housing types in Highett enables people at different life stages to live close to public transport, shops and employment opportunities. Improvements to walking and cycling infrastructure and better connected open spaces will facilitate increased walking and cycling.

Natural Environment

Amendment C160bays contains built form provisions to protect and enhance biodiversity, how to respond to climate change and how to ensure new development is environmentally sustainable and incorporates vegetation and trees.

Built Environment

Activity Centres are identified as locations for future housing growth in both State and Local Planning Policies. The Structure Plan includes built form objectives and strategies to help guide built form in the future. Amendment C160bays implements the Highett Structure Plan.

Customer Service and Community Engagement

In addition to the community carried out in October – November 2019 for exhibition of this amendment, the community was also consulted through the development of the Structure Plan throughout April – June 2017 and April – May 2018. As part of the notification for Amendment C160bays, over 3,000 letters were sent to residents directly and indirectly affected by the changes proposed, in addition to notices in the Bayside Leader and Victoria Government Gazette.

Human Rights

The implications of this paper 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 exhibition process was in accordance with that prescribed under the Planning and Environment Act 1987. Letters were sent to affected property owners and occupiers with notices provided in the Bayside Leader and Victoria Government Gazette.

Finance

Budget and resources to conduct this planning scheme amendment have been absorbed through Council’s operational Budget.
Links to Council policy and strategy

Bayside City Council Plan 2017-2021

The review of the Highett Structure Plan is consistent with the following Council Plan strategies:

- Develop and review structure plans to ensure localities are developed in line with Council’s Housing Strategy: Review the Highett Structure Plan (Year 1)

- Improve bicycle and pedestrian facilities to make cycling and walking more attractive options for short trips

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

Amendment C160 implements the findings of the Highett Structure Plan Review into the Bayside Planning Scheme.

Bayside Housing Strategy 2019

The Highett Activity Centre is identified in the Bayside Housing Strategy 2019 as a Key Focus and Moderate Residential Growth Area. Amendment C160 will implement the Highett Structure Plan review findings into the Scheme to ensure that the policies managing the growth of the area are up to date.
Options considered

Option 1

| Summary | Adopt Amendment C160bays as exhibited, without making any of the Panel’s recommended changes and submit to the Minister for Planning for approval. |
|-----------------------------------------------|
| Benefits | The Panel’s assessment of the Amendment is largely supportive with a small number of relatively minor recommended changes which do not alter the intent of the Amendment. For this reason there are no clear benefits to disregarding the recommendations. |
| Issues | If we submit the Amendment to the Minister for Planning without detailed justification for opposing the Panel’s recommendations we may end up with an unfavourable decision or delay the project substantially. |

Option 2

| Summary | Adopt Amendment C160bays incorporating the Panel’s recommended changes and submit to the Minister for Planning for approval. |
|-----------------------------------------------|
| Benefits | The Panel’s assessment of the Amendment is largely supportive with a small number of relatively minor recommended changes which do not alter the intent of the Amendment. Making the changes would improve the clarity of the Amendment and increase the chance of a favourable and swift response from the Minister for Planning. |
| Issues | There are no issues associated with this option. |

Option 3

| Summary | Abandon Amendment C160bays. |
|-----------------------------------------------|
| Benefits | There are no benefits associated with this option. |
| Issues | No planning mechanisms will be in place to implement the Highett Structure Plan 2019. Council will have limited tools to manage growth, development and improvements in the centre as a clear set of planning controls would not be in place. In addition significant resources will have been wasted on the development and implementation of the Structure Plan. |
Executive summary

Purpose and background
To present Council with an update on the approach to Stage 2 of the Hampton Community Infrastructure Feasibility and Masterplan assessment.

At its 18 February 2020 Ordinary Meeting, Council was presented with the approach for implementing Stage 2 of the project. Stage 2 involved the development of a design brief which would:

- Determine the future land uses of the Council sites
- Inform the potential cost associated with the development of the precinct
- Inform the preparation of a design brief for a new neighbourhood scale community hub
- Develop an understanding of governance structure options to support the operation of a centralised community hub.

Key elements of this involved procuring two lead consultants, being a Principal Property Advisor to provide recommendations on the funding and strategic property components, and a Community Engagement expert to lead discussions with affected stakeholders.

Key issues
Following the February Ordinary Meeting of Council, tenders for the Principal Property Advisor and Community Engagement Lead were advertised. Through the shortlisting process, the COVID-19 pandemic crisis developed substantially resulting in a halt to the process impacting immediately on the way it was envisaged to undertake the next stages of the project.

In order to ensure Council is well equipped to financially deal with the forecast revenue reductions and plan for the recovery process associated with the COVID-19 pandemic, the funding previously allocated for this project has been redirected and there will be a delay to when access to the funds will be possible so that progress on the project can continue.

Further, with the interruptions to service delivery to many stakeholders on the project, as well as the high number of vulnerable community members highly involved in the co-design stage of the project, it is presently not possible to proceed with the stakeholder engagement approach endorsed by Council at its 18 February 2020 Ordinary Meeting.

As a result, the elements of the project requiring engagement with key stakeholders are to be put on hold for the remainder of the current financial year and will be revisited later in 2020, once the longer term implications of the COVID-19 crisis are better understood.

There are a small number of actions that Council can progress internally in the interim; however, the majority of actions will need to be put on hold until resources are available to progress the areas where external expertise is required.

The elements able to be continued by officers in the interim include:

- Consideration of the opportunities to develop a commuter car park at the Council owned site at 4 Service Street
- Undertaking some high level community engagement in relation to the potential commuter car park

- Identification of other potential public infrastructure projects for consideration in the Master Plan

- Finalisation of a master plan for the Activity Centre. This will build on the information Council has already received, noting that there will be some information in relation to the future community hub which will be lacking in detail, as parts of this will not be able to be presently progressed. Moving forward, the master plan will clearly define Council’s strategic objectives for its land within the activity centre area, deferring some of the detail to future stages of the project.

**Next steps**

Officers will continue to work on the development of a high-level master plan so that the project can progress whilst the elements of the project relying on external advice are put on hold.

Council will be presented with a draft Master Plan for consideration in the coming months, however this will need to be informed by community sentiment in relation to a potential commuter car park. The timeline for community engagement is currently being investigated and Council will be briefed on the timelines in due course.

It is proposed to present Council with an update on the status of the entire project at the 15 December 2020 Ordinary Meeting of Council, including an overview of the progress made in relation to the completion of the Master Plan as well as an update in relation to the progress of any externally reliant inputs.

**Recommendation**

That Council notes the update on the approach to Stage 2 of the Hampton Community Infrastructure Feasibility and Masterplan.

**Support Attachments**

Nil
Considerations and implications of recommendation

Liveable community

Social
Hampton is facing an increasingly ageing population, and growth in the number of families with children.

By the year 2036, there will be a gap in future service provision of the following services/facilities in the Hampton suburb: Three and four-year-old kindergarten places; Playgroups; Long day childcare centres (typically provided by the private sector); Toy library; Neighbourhood house programs; Centre-based libraries; Flexible space for community meetings, events, programs, art and culture; and potential future gap in the provision of youth spaces and an arts and culture centre. How and where to locate these facilities is the key outcome of the Hampton community infrastructure masterplan.

Natural Environment
New buildings associated with the development of any future hub will be required to employ sustainability measures to reduce the ecological footprint of the facility including but not limited to passive thermal comfort, water recycling initiatives and solar panels. These measures will be considered in future stages of the project.

The creation of additional public open space in the centre will be considered on conjunction with the future hub location, so that the two can be well integrated.

Built Environment
Council has a number of aging buildings and infrastructure within the Hampton Major Activity Centre in need of significant maintenance and renewal. A functional brief will be developed to inform the future built environment outcomes to be delivered in the implementation of the Master Plan.

Customer Service and Community Engagement
A detailed community engagement plan will be prepared to inform future stages of the project.

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; however, depending on future directions, legal advice may be required for specific land and leasing matters.

Finance
The budget previously allocated to progress this project in 2019/20 has been redirected toward the Coronavirus response. Once budget is again made available, the elements of the project reliant on external assistance will be able to progress. It is anticipated that costs associated with progressing other elements of the project can be accommodated within Council’s operating budget.
Links to Council policy and strategy

Providing community infrastructure to meet community service needs in the Hampton Street MAC is aligned to the following strategies:

**Council Plan 2017 - 2021**

Relevant strategies of the Council Plan include:

- Plan for the future of recreation centres, senior centres, U3A and similar community facilities to ensure the assets meet future service needs and deliver strategies for renewal
- Provide fit for purpose, modern multi-use facilities that are effectively utilised for our children’s early years
- Provide modern library services that meet the needs of the community.

**Hampton Willis Street Precinct Urban Design Framework 2013 (UDF)**

Council adopted the UDF as its preferred development vision for the Willis Street Precinct. The UDF includes a number of short to long term implementation actions that seek to improve the Precinct, including consideration of the opportunity to create an integrated community hub within the Willis Street precinct.

**Hampton Street Structure Plan Review 2016**

The purpose of the Structure Plan Review was to examine the effectiveness of the implementation of the Hampton Street Structure Plan 2006 to ensure that the key strategic planning issues facing the centre are identified and considered. One of the recommendations made by the review is that Council prepare a Community Infrastructure Study to ensure that the social and community infrastructure needs of the community are considered.

**Bayside Housing Strategy 2012**

The Bayside Housing Strategy 2012 identifies the Hampton Street MAC as a location with medium and high density residential development. The primary location for growth within the Hampton suburb is nominated as being within the Hampton MAC.

**Bayside Open Space Strategy 2012: Suburb Analysis and Action Plan**

The Suburb Analysis and Action Plan considers the location of open space within Hampton and makes recommendations as to whether additional public open space is required. There are large areas of the Hampton MAC where public open space of a sufficient size to undertake structured and unstructured recreation is not available within 400 metres. An action from the Strategy is to actively plan for the creation of additional open space in the Hampton MAC. This is being delivered through the Master Plan process.
10.7 ECONOMIC DEVELOPMENT AND TOURISM STRATEGY UPDATE

City Planning & Amenity - Urban Strategy
File No: PSF/20/17 – Doc No: DOC/20/130692

Executive summary

Purpose and background
To present Councillors with an update of the Economic Development and Tourism Strategy Review.

The revised strategy was expected to be presented to Council for Adoption in June 2020.

Key issues
Councillors were briefed on 3 December 2019 on strategic work being undertaken to review the Economic Development Strategy 2014 (EDS) and Tourism Strategy 2013 (TS). Both Strategies provide the framework and directions to manage and support economic development and tourism within the municipality.

The review combines both strategies into one to provide the framework and directions to guide a prosperous and diverse local economy through economic development and tourism outcomes. The review identified three areas that Council should consider for further work:

- The promotion and growth of the Bayside Business Employment District (BBD)
- The facilitation of expanding the local night time economy
- The role of Bayside’s tourism and economic development opportunities.

Council appointed SGS Economics and Planning to undertake further work to address two of above key areas. A full draft of the Bayside Night Time Economy Strategy (NTES), has been completed and presented to Council at the 3 December briefing.

The economic study to guide promotion and growth of the BBD has now been completed. This report documents a detailed understanding of the BBD, investigating the drivers and nature of business and employment growth, before arriving at forecasts for how it can be expected to develop over the next 20 years. The report then focuses on strategies and actions for Council to maximise the precinct’s economic productivity over that period.

Both reports have informed the preparation of the Draft Economic Development and Tourism Strategy alongside an understanding of Bayside’s tourism role in the local economy and its economic development opportunities.

Current challenges and next steps
As the COVID-19 situation continues to evolve we begin to understand the impact of the pandemic crisis on the global and local economy.

Lead economists have modelled two scenarios to understand this impact and are predicting that over the forecast year:

1. the Australian GDP could see a reduction of $32.4 billion
2. Australia’s household consumption will decline by A$37.9 billion.
These forecasts point to an expected contraction of the economy of 5% through 2020 and an unemployment rate peaking at 17% in the June quarter, forecasted to settle around 9% by year’s end.

For Victoria, the recently released Treasury forecast paints a grim picture for both the June and September quarter with economic activity is expected to be 14% lower than it would without COVID-19. For the 2020 calendar year this means a 6.75% fall in growth state product.

Whilst the direct impact on Bayside’s local economy is still unknown and modelling on a local scale is harder to predict, it is envisaged that our local economy will feel the effects of these unique, severe and unprecedented health and economic crisis.

Planning for recovery and rebuilding the local economy remains uncertain due to the constraints that the longevity of the virus brings to any reactivation activities. There is also the need to rethink standard practices relating to planning and policy development, particularly around the very rapid and significant changes to work environments. There is the potential for a sustained cultural shift towards working from home even after the pandemic has passed, that could result in a significant shift in approaches towards commercial land, including office floor space provision, and potential opportunities from the global effect the coronavirus could have on the demand for industrial land with an increase in local manufacturing and supporting industries.

With a high level of uncertainty and a potential significant shift in the drivers of Bayside’s local economy, it is proposed that the review of the Economic Development and Tourism Strategy is postponed for delivery until June 2021. This approach will ensure that the Economic Development and Tourism Strategy responds to the economic environment we now face and provides the best possible framework to support the reactivation of a prosperous and vibrant local economy, that facilitates local employment opportunities and the delivery of business services that respond to the needs of the community.

**Recommendation**

That Council:

1. Notes this report.

**Support Attachments**

Nil
Considerations and implications of recommendation

Liveable community

Social
Bayside’s activity centres are important hubs of employment and economic activity and contribute significantly to the local economy. Considering the impacts of COVID-19 are critical to formulate recommendations that facilitate where possible the reactivation of our local economy post COVID-19 to support our community through service provision, employment and social interaction opportunities.

Natural Environment
There are no identifiable impacts on Bayside’s natural environment from this report.

Built Environment
There are no identifiable impacts on Bayside’s built environment from this report.

Customer Service and Community Engagement
Council will seek to leverage its existing strong connections with service groups and traders associations to ensure the Economic and Tourism Strategy responds to their emerging needs.

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; however, depending on future directions, legal advice may be required for specific land and leasing matters.

Finance
Council has allocated budget to progress the strategic work outlined and completed within this report. Additional resources will be required to inform updates to the Draft strategy in response to COVID-19. Any recommendations for additional operating costs will be considered as part of future budget processes.

Links to Council policy and strategy
Economic Development Strategy 2014

The strategy’s vision is directly related to the proposed work - “Bayside will be Victoria’s most attractive place to live and work, with new growth and investment in a local economy and business community increasingly structured around innovative, knowledge and service oriented enterprises.” The strategy in particular identifies the BBD in strategic objective 3.4.2 for Council’s attention for growth and development.
Tourism Strategy 2013

The tourism strategy strategic objective 6.1 identifies Bayside’s activity centres for place of community celebration and activation. The work on the night time economy will directly relate to this objective.

Community Plan 2025

The Community Plan’s Goal 3 Local Economy makes direct reference to the night economy. In the consultation process to develop the Plan, the community indicated their aspiration for... “There are plenty of choices for food and entertainment in the local area.”
Executive summary

Purpose and background

The purpose of this report is to provide the outcomes of the Bayside City Council Grants Policy (the Policy) review and recommend changes to the Policy. The results of the review are detailed in this report and an updated Policy (Attachment 1) is attached.

The intent of the Policy is to provide a robust and transparent framework for Council to provide direct financial assistance in the form of community grants across three streams:

a) Major Grants: Fixed four year grants to support Bayside’s six multi-purpose community centres

b) Annual Community Grants: These are grants, up to $7,500 each, awarded annually to community groups to support initiatives which strengthen and enrich community life

c) Contingency Grants: This is a flexible funding stream, through which grants can be made for purpose to build individual and community capacity and to respond to hardship and crisis. Purposes that may be funded under this stream include:

i. Individuals or families in financial hardship

ii. Donations to fundraising appeals by local groups and for major national or international issues

iii. Small grants for Bayside events and festivals run by not-for-profit groups and for the benefit of the Bayside community

iv. New program or initiatives requiring seed funding to establish their viability and attract alternative funding sources

v. Inclusive Bayside partnership program for programs, events or equipment that ensure the inclusion of people with a disability.

Key issues

Policy and guideline review

The Policy is reviewed every three years, or as needed, to ensure Council is responsive to emerging community needs. The Policy provides an overarching framework for Council to provide direct financial assistance through Council’s Community Grants Program (the Program). Guidelines and assessment criteria for the Program are reviewed annually and are approved by the Director Environment, Recreation and Infrastructure. All guidelines and assessment criteria are current and provide appropriate direction for the Program.

Reference to relief and recovery activities

During the review it was noted that there is currently no reference to the Program contributing to relief and recovery activities resulting from community-wide emergencies. This does not reflect Council practice as over $39,000 in grants funding directly related to the COVID-19 pandemic has been provided to the community.
Increased subscription of Events and Festivals Grants

Over the previous three financial years the number of applications to the Events and Festivals Grant has steadily increased. In addition, the total amount requested has been increasing with 90% of successful applications requesting the maximum amount available ($750) compared to approximately 50% of applications in the previous financial years (Table 1). Council expects to see an additional increase in requests for Events and Festivals budget in light of the pandemic.

Table 1: Contingency Grant Budget

<table>
<thead>
<tr>
<th>Financial Year</th>
<th>No. of successful applications</th>
<th>No. of applications requesting maximum amount</th>
<th>Funding allocated</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017/2018</td>
<td>15</td>
<td>7</td>
<td>$9,358.00</td>
</tr>
<tr>
<td>2018/2019</td>
<td>18</td>
<td>9</td>
<td>$10,650.00</td>
</tr>
<tr>
<td>2019/2020</td>
<td>20 (as at March 2020)</td>
<td>18 (as at March 2020)</td>
<td>$14,499.00</td>
</tr>
</tbody>
</table>

Conclusion

It is recommended that the Policy is amended to:

a) Include an additional objective within the purpose ‘to support the delivery of relief and recovery activities which address community needs resulting from community-wide emergencies’

b) Increase the maximum amount that community organisations can apply for through the Events and Festivals Grant in 2020/21 from $750 to $1,000. This is in line with the increased budget allocation of the contingency stream for 2020/21.

Recommendation

That Council adopts the revised Bayside Council Grants Policy 2020 dated 19 May 2020 as set out in Attachment 1 to the report.

Support Attachments

1. Attachment 1 - Bayside Council Grants Policy 2020
Considerations and implications of recommendation

Liveable community

Social
Council’s grants are an investment in the community, which seek to provide accessible activities and services that strengthen community capacity, increase the overall quality of life, foster community cohesion and meet community needs. The proposed changes to the Policy will enable Council to better support the Bayside community and not-for-profit organisations to deliver events and festivals which strengthen and enrich community life.

Natural Environment
Grants provided through the Program may (dependent on application) provide environmental benefits to the Bayside community.

Built Environment
There are no built environment considerations associated with the recommendations in this report.

Customer Service and Community Engagement
Feedback from a number of community partners, internal staff and grant applicants has been collected to inform the review.

Human Rights
People have a basic human right to participate in local community activities and programs. The Grants Program reduces financial barriers to this participation. 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 Grants Program complies with the provisions of the Local Government Act 1989. Community grants are an important way in which Council can pursue its objective under the Local Government Act section 3C ‘to improve the overall quality of life of people in the local community’ by supporting activities that are not the responsibility of Council to provide itself.

Finance
Council’s 2020/21 budget includes an allocation of $208,548 to fund the Annual Community Grants and $104,274 to fund the Contingency Grants including the Events and Festivals Grant stream. Funded grants will remain within this budget allocation.

Links to Council policy and strategy
The Grants Program supports the implementation of the Wellbeing for All Ages and Abilities Strategy 2017-2021 (WAAA). All applications are assessed against the WAAA goals and objectives to ensure the delivery of initiatives which promote health and wellbeing.

The Program supports the Community Plan aspirations and the Council Plan goals and objectives to achieve the vision of working together to ‘make Bayside a better place’. In particular, the Program directly aligns with Goal 7 in the Council Plan, ‘Bayside’s community
will be supported and engaged to live an active and healthy lifestyle regardless of age, geographical location, personal circumstance or physical abilities". 
Council Policy

<table>
<thead>
<tr>
<th>Council policy title:</th>
<th>Bayside Council Grants Policy 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council policy sponsor:</td>
<td>Adam McSwain Director Environment, Recreation and Infrastructure</td>
</tr>
<tr>
<td>Adopted by:</td>
<td>Bayside City Council</td>
</tr>
<tr>
<td>Date adopted:</td>
<td>19 May 2020</td>
</tr>
<tr>
<td>Scheduled review:</td>
<td>December 2021</td>
</tr>
<tr>
<td>Document Reference:</td>
<td>DOC/20/129962</td>
</tr>
</tbody>
</table>

1. Policy intent

The Council Grants Policy (the Policy) provides a robust and transparent framework for the grants program through which Council provides direct financial assistance:

- To community groups to assist them in providing accessible activities and services that strengthen community capacity, increase the overall quality of life of people in the community, foster community cohesion and meet community needs; and
- To individuals to provide support in times of crisis and to take up opportunities.

2. Policy purpose

The Policy supports Council’s vision outlined in the Council Plan 2017-2021 “to work together with the community to make Bayside a better place” and the goals and objectives identified in the Bayside Wellbeing for All Ages and Abilities Strategy 2017-2021.

The objectives of the Council Grants Program are:

- To assist community organisations to establish, extend and improve programs and services that address local needs, and are not provided by any tier of government or the private sector. (This does not preclude grants for organisations such as kindergartens where the grant is for projects that will not attract Federal or State government funding);
- To encourage voluntary activity, community participation and the contribution of local groups and organisations to community life;
- To promote community development and build social capital;
- To encourage innovative approaches to emerging community issues and needs;
• To invest in community capacity to operate multi-purpose community centres that are accessible to residents throughout Bayside;

• To respond to individual and community needs in times of crisis; and

• To support the delivery of relief and recovery activities which address community needs resulting from community wide emergencies.

People have a basic human right to participate in local community activities and programs. The Grants Program reduces financial barriers to this participation. The human rights implications of this Policy have been properly considered and the Policy has been found to comply with Charter of Human Rights and Responsibilities Act 2006 (Vic).

3. Glossary - Definitions and Abbreviations

<table>
<thead>
<tr>
<th>Term</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community organisation</td>
<td>A community organisation means a not-for-profit group of people formed for a common purpose. It includes incorporated associations, unincorporated associations, companies limited by guarantee, and co-operatives. Specific eligibility requirements for organisations are included within grant guidelines.</td>
</tr>
<tr>
<td>GST</td>
<td>Goods and Services Tax</td>
</tr>
</tbody>
</table>

4. Scope

The Policy applies to direct financial assistance provided by Council to support community initiatives, to invest in organisational capacity of community groups, and to support individuals in certain circumstances.

The Policy does not apply to indirect support such as the provision of buildings, land or facilities, in-kind support, or assistance from Council staff.

The Policy does not apply to payments to organisations for delivery of specified services on behalf of Council, which are subject to Council’s Procurement Policy.

The Policy does not apply to Council sponsorship of festivals and events.

5. Policy statement

Council will provide financial support to community groups that undertake activities and services that benefit the community and to individuals in particular circumstances in line with the objectives of this Policy.

Three main streams of funding will be provided:

A. Annual Community Grants

B. Major Grants

C. Contingency Grants
Total amounts allocated to each funding stream will be determined annually in the Council budget. Guidelines for assessment and administration of the funding streams will be made available to applicants.

All grant amounts payable under this Policy are exclusive of Goods and Services Tax (GST). Where the Australian Taxation Office regards a grant payment as subject to the GST, and the grant is made to an organisation that is registered or required to be registered for GST, 10% GST will be added to the grant payment.

A. Annual Community Grants

Annual Community Grants are provided to support initiatives proposed by community groups, which strengthen and enrich community life through providing an improved range of leisure, cultural, community development, environmental, health, education, sporting and welfare programs and activities.

Grants up to a maximum amount $7,500 will be made following an open application process, subject to guidelines and assessment criteria that are reviewed annually and publicised widely.

Grants under this stream are made to organisations not to individuals. An applicant must be a not-for-profit incorporated organisation, or be auspiced by an organisation that is incorporated and able to manage the grant on behalf of the applicant.

Applicants must have a membership that is wholly or significantly made up of people who are Bayside residents or ratepayers, and/or the grant proposal must be for a program, project or event that significantly benefits the Bayside community.

Applicants will be required to set out details of the proposal and how it benefits Bayside residents and meets the requirements of this Policy and the criteria outlined in the guidelines. Applications will be called for in March/April each year for payment in the following financial year. Funded projects must be carried out in the financial year in which payment is made. Applications will be evaluated against the criteria contained in the guidelines and rated by Council on:

- Evidence of need;
- Fit with Council’s policies and priorities, particularly the Wellbeing for All Ages and Abilities Strategy 2017-2021;
- Community involvement and inclusion;
- Equity and access for the community;
- Environmental sustainability; and
- Overall expected benefits.

Council will determine the distribution of annual grants from the budgeted allocation following the assessment by Council. Grants under this stream will not be made for:

- ongoing core operational costs such as salaries, training, facility maintenance, insurance, rent, utilities, infrastructure, capital projects and rubbish removal etc;
• initiatives that receive significant funding from another funding agency or are the responsibility of State or Federal government;

• fundraising for or by philanthropic foundations or charities;

• activities that form part of a school’s curricular or extracurricular program; and

• organisations which have an outstanding debt to Council or have not satisfactorily acquitted a previous grant.

Successful applicants will be required to report to Council on expenditure of the grant, the achievement of the grant’s purpose and the benefit to the community. Details of funded programs will be published on Council’s web site and in the annual report, and may be included in other Council publications and communications.

B. Major Grants

Major Grants are an investment in multi-purpose community centres that are accessible to all Bayside residents, meet the needs of the local community, and provide programs and activities that foster community cohesion and increase the quality of life.

These grants will generally be offered for a four-year term, subject to review after two years and agreed outcome reporting and evaluation, except that a shorter period of funding may be offered in some circumstances.

In order to attract funding under this grant stream, an organisation must be an incorporated, not-for-profit community organisation and must:

Manage and operate a community centre in an agreed location providing diverse services that may include leisure, education, cultural, recreational and social support programs, volunteer resourcing, or information and support services, that meet identified needs of Bayside residents. A Major Grant recipient must:

• Develop new programs and services to meet emerging community needs;

• Attract additional funding from other sources, such as other levels of government and user fees, to ensure that the Council contribution is not the majority of its annual income;

• Maintain effective governance, management and accounting frameworks, with reports provided to Council on finances and activities annually and on request; and

• Enter into a funding agreement with Council and meet the obligations contained in the agreement including reporting on activities, participant numbers and on evaluation of programs and services and their benefit to the Bayside community.

C. Contingency Grants

This funding stream provides grants to build individual and community capacity and to respond to hardship and crisis. Purposes that may be funded under this stream include:
- New program or community initiatives requiring seed funding to establish their viability and attract alternate funding sources. Applicants must demonstrate an emerging or unexpected community need and be time critical. Generally no more than $5,000 in financial assistance is provided.

- Individuals or families in financial crisis may receive assistance (up to $500 per person annually) for purposes not covered by other State or Federal government grant or subsidy programs. This may include education, social supports, opportunity to represent their state or country internationally, in significant sporting competitions, cultural or civic events;

- Donations to fundraising appeals by local groups and for major national or international issues such as natural disasters;

- Small grants up to $1,000 for Bayside events and festivals run by and for the benefit of not-for-profit groups; and

- Disability Inclusion Grants of up to $5,000 for community groups to deliver programs, events or purchase equipment to ensure the inclusion of people with a disability.

Application forms and guidelines on eligibility will be publicised on Council’s website.

Council officers will assess applications and proposals under this stream for recommendation to the Manager Open Space, Recreation and Wellbeing, who will approve grants in line with financial delegation (up to $50,000). Grants over $50,000 will be referred to the Director Environment, Recreation & Infrastructure.

6. Monitoring, evaluation & review

Grants will be subject to acquittal and reporting on outputs and outcomes by grant recipients, except for confidential hardship payments. Details of grants will be available for inspection as required by the Local Government (General) Regulations (2004).

Annual reports will be provided to Council that summarise the outcomes of the grants program and evaluate the success of each funding stream in achieving the program objectives.

This Policy will be reviewed in December 2021.

7. Roles & Responsibilities

Council will be responsible for approving grants except for grants approved by the Manager Open Space, Recreation and Wellbeing and the Director Environment, Recreation & Infrastructure in accordance with Contingency Grant guidelines.

The Director Environment, Recreation & Infrastructure will approve guidelines for grants assessment and administration. The Community Development Officer will administer the grants program and provide advice on the Policy.
In implementing this Policy, Councillors and Council staff must comply with the Governance Code - Councillors Code of Conduct 2017 and the Local Government Act 1989 Section 80B (where applicable).

Councillors and Council staff must not participate in any action or matter associated with the arrangement of a grant (i.e. evaluation, recommendation, or approval), where that person or any member of their immediate family has a significant interest, or holds a position of influence or power in an organisation that is a grant applicant. The onus is on the Councillor and the member of Council.

8. Related documents

<table>
<thead>
<tr>
<th>Strategies</th>
<th>Wellbeing for All Ages and Abilities Strategy 2017-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guidelines*</td>
<td>Annual Community Grants Guidelines</td>
</tr>
<tr>
<td></td>
<td>Contingency Grant Guidelines</td>
</tr>
<tr>
<td></td>
<td>Individuals or Families in Hardship Contingency Grant Guidelines</td>
</tr>
<tr>
<td>Legislation</td>
<td>Local Government Act (Vic) 1989</td>
</tr>
</tbody>
</table>

*Guidelines will be updated annually (for Annual Community Grants stream) or as relevant and made available to community members

**Please note:** This Policy is current as at the date of approval. Refer to Council’s website (www.bayside.vic.gov.au) or staff intranet to ensure this is the latest version.
**Executive summary**

**Purpose and background**

This report seeks to authorise the Director Corporate Services to execute a new ground lease to Sandringham Golf Links Management Pty Ltd, for the Sandringham Golf Links facility located in Cheltenham Road, Cheltenham.

At the Ordinary Council meeting on 24 March 2020, Council resolved to commence the statutory procedure for a proposed lease to Sandringham Golf Links Management Pty Ltd. Council further resolved to receive submissions and if any were received to convene a Section 223 Special Committee meeting of Council. No submissions were received.

Sandringham Golf Links Management (SGLM) has requested a new lease with a total of six 5 year terms (totalling 30 years), due to the investment of over $18M in the course and desire of the State Government to maximise the benefit of its significant investment.

The first nine holes of the course were opened recently, with the upgrade of the second nine currently under construction. It is anticipated that the fully redeveloped course will open in November 2020.

At this stage no sub-tenancy agreements have been reached as the proposed lease has not been determined. Building construction had been originally scheduled to commence in February 2020 and we are advised that construction will follow the execution of a new lease.

Council will be the beneficiary of over $18M in improvements at the end of the lease and will not have to maintain any of the tenant's works for the duration of the lease.

**Summary of proposed terms of lease:**

<table>
<thead>
<tr>
<th>Commencement Date:</th>
<th>Date of Council Resolution to lease the premises</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term:</td>
<td>5 years</td>
</tr>
<tr>
<td>Lease Type:</td>
<td>Ground Lease</td>
</tr>
<tr>
<td>Options for Further terms:</td>
<td>5x5 year terms</td>
</tr>
<tr>
<td>Commencing Rent:</td>
<td>$504,000 plus GST per annum</td>
</tr>
<tr>
<td>Non-Resident Green Fees:</td>
<td>$2.50 additional fee for each booking by a non-resident playing golf</td>
</tr>
<tr>
<td>Rental Review:</td>
<td>Market Review at the commencement of each term and reviewed every other year annually by Consumer Price Index Melbourne All Groups (CPI)</td>
</tr>
<tr>
<td>Permitted Use:</td>
<td>The conduct of a Public Golf Course; Golf-related activities, including (including but not limited to) physio, teaching, training, outdoor fitness programs; administration; café including catering; community garden; retail golf services</td>
</tr>
<tr>
<td>Hours of Operation:</td>
<td>Golf Course Hours: Sunrise to Sunset, Offices, Function Room Hours: 7:00am-12:00am (Midnight)</td>
</tr>
<tr>
<td>Tenant's Works:</td>
<td>Completing those works contained within the Planning Permit including but not limited to the construction of a new building to support the permitted use.</td>
</tr>
</tbody>
</table>
Key issues

- **Rent**: The commencing rent is to be the current market rent, which was the subject of a rental valuation completed on 7 February 2020.
- **Tenure**: SGLM has sought to surrender the existing lease which has 15 years remaining in return for a new lease of a maximum of 30 years. This is supported on the basis that all tenant improvements, being practically the entire premises, will be maintained for a further 15 years, saving significant future cost to Council.
- **Lease Plan**: The new lease plan formalises the return of land which will accommodate the future expansion of Basketball facilities at the Sandringham Family Leisure Centre.
- **Sub-Tenancy**: The lease provides for sub-tenancy agreements with Landlord consent and the tenant has advised that it is their intention to enter into a sublease with Golf Victoria/PGA who will occupy offices and the redeveloped facilities.
- **Statutory Consultation** – no submissions were received during the statutory consultation process.

Summary

Officers consider the provision of a new ground lease for the Sandringham Golf Links for a total of 30 years is appropriate given the significant investment into the site as a result of the State Government commitment into the future of golf and associated activities.

At the completion of the capital works, the majority of buildings will have been replaced on the site, dam capacity increased, irrigation replaced and all the holes upgraded.

Recommendation

That Council authorises the Director Corporate Services to execute a new lease to Sandringham Golf Links Management Pty Ltd on the following key terms:

- **Purpose**: The conduct of a Public Golf Course; Golf-related activities, including (including but not limited to) physio, teaching, training, outdoor fitness programs; administration; café including catering; community garden; retail golf services
- **Commencement Date**: Date of Council Resolution to lease the premises
- **Term**: 5 years
- **Options**: 5 x 5 year terms
- **Rent**: $504,000 plus GST per annum
- **Non-Resident Green Fees**: $2.50 additional fee for each booking by a non-resident playing golf
- **Rental Escalation**: Market Review at the commencement of each term and reviewed every other year annually by Consumer Price Index Melbourne All Groups (CPI).

Support Attachments

1. Ground Lease Plan Sandringham Golf Links ⊂
Considerations and implications of recommendation

Liveable community

Social
The upgrade currently underway will provide improved facilities, on-course infrastructure and improved golf benefits. Land is also returned to support future expansion of the Sandringham Family Leisure Centre.

Natural Environment
The proposal does not offer any additional benefits in terms of the natural environment.

Built Environment
Additional tenure will mean the tenant’s improvements are the tenant’s obligation to manage for a longer term, reducing Council’s future costs.

Land is formally returned associated with future development of the Sandringham Family Leisure Centre.

Customer Service and Community Engagement
This report follows the completion of the statutory processes under section 190 and 223 of the Local Government Act 1989, which provided the opportunity for the public to provide feedback to the proposed lease. No feedback was received.

Human Rights
There are no Human Rights issues associated with the report.

Legal
Council has undertaken the statutory consultation processes associated with the proposal to lease and there being no submissions, Council may now make a decision. If Council resolves to issue a new lease, Council will be required to issue a new Head Lease which will incorporate a surrender of the existing lease. The lease sets the legal parameters for the setting of rent at the start of a new options.

Finance
A Market Rent Review was recently completed which set the rental at $504,000pa plus the additional income from non-resident fees of approximately $100,000pa when the course is fully operational. This followed a valuation conference and took into account comparison to other premium public golf courses. The rent proposed for the new lease is also $504,000pa plus GST and the lease will include a provision for the tenant to continue collecting a $2.50 fee from every non-resident playing on the golf course.

Links to Council policy and strategy
The upgrade is consistent with the goals of the Property Strategy 2018 with increased patronage. The Leasing Policy 2018 is the key policy related to this proposal.
**Options considered**

**Option 1**

<table>
<thead>
<tr>
<th>Summary</th>
<th>Not to issue a new lease and to retain the existing lease.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>Council retains the existing lease and tenancy and no further negotiations are required.</td>
</tr>
<tr>
<td></td>
<td>By retaining the current lease Council retains the option of going back to market in 15 years however there is no guarantee a higher market rental being achieved or maintained following a new EOI process.</td>
</tr>
<tr>
<td>Issues</td>
<td>Significant disruption likely to the operation of the golf course and potentially the viability of the golf course itself.</td>
</tr>
<tr>
<td></td>
<td>May impact construction of the buildings associated with the redevelopment.</td>
</tr>
<tr>
<td></td>
<td>Those multiple parties involved in the process including Golf Victoria and PGA may withdraw support as State Government may cease to make further investment in the premises, including renewing clubrooms.</td>
</tr>
<tr>
<td></td>
<td>Golf is in decline, so a facility which does not meet community expectations may not achieve ongoing sustained patronage.</td>
</tr>
<tr>
<td></td>
<td>Land associated with Sandringham Family Leisure Centre will not be excised impacting future works at that facility.</td>
</tr>
</tbody>
</table>
10.10 CONTRACT CON/20/19 ASPHALT FOOTPATH RECONSTRUCTION PROGRAM (RESIDENTIAL) FOR 2020/21 - 2021/22

Environment, Recreation & Infrastructure - City Assets & Projects
File No: PSF/20/6 – Doc No: DOC/20/93272

Executive summary

Purpose and background
The purpose of this report is to appoint a contractor to undertake the Asphalt Footpath Reconstruction Program (Residential) for 2020/21 – 2021/22 under Contract CON/20/19.

The works under this contract comprise reconstruction of asphalt footpaths throughout the Municipality in residential streets. This contract commences on 1 July 2020 and is for a total period of 23 months. The contract is a schedule of rates contract.

The condition of footpaths throughout the Municipality is assessed by visual surveys. The footpath locations identified for reconstruction are prioritised based on the condition assessments. This work is in accordance with the relevant Asset Management Plan and Road Management Plan and is an asset renewal activity.

Generally, works under this contract will involve the replacement of whole lengths of footpath in streets. However, in some instances, only those sections requiring replacement will be reconstructed and the contract has been structured to take this methodology into account.

Key issues
A public tender was advertised in The Age and released through eProcure on Saturday 14 March 2020 and closed on Wednesday 8 April 2020 with the following submissions:

1. Citywide Service Solutions
2. Melbourne Civil Works
3. Fulton Hogan Industries
4. Country Wide Asphalt
5. Paper Street
6. Novacon Group
7. Elite Roads.

The result of the analysis can be found in Confidential Attachment 1: Evaluation Matrix.

Citywide Service Solutions offers a range of civil construction and maintenance contracting services. Citywide Service Solutions is currently the incumbent holder of the Open Space and Civil Infrastructure Maintenance contract, and has successfully delivered the Asphalt Footpath Reconstruction program for 2018-19 and 2019-20 for Bayside City Council.

This is a schedule of rates contract; however, in order to seek a comparison of pricing, an indicative quantity based on Council’s historical work quantities was used to calculate a cost to enable this evaluation.
As shown in Confidential Attachment 1 – Evaluation Matrix, the tender evaluation panel concluded that Citywide Service Solutions offer the best value for money and recommends that the contract be awarded to Citywide Service Solutions.

**Recommendation**

That Council:

1. Awards Contract CON/20/19 Asphalt Footpath Reconstruction Program (Residential) for 2020/21 – 2021/22 to Citywide Service Solution for the specified schedule of rates in Confidential Attachment 2.

2. Authorises the Chief Executive Officer to sign all necessary documentation related to Contract CON/20/19 Asphalt Footpath Reconstruction Program (Residential) for 2020/21 – 2021/22.

3. Advises the unsuccessful tenderers accordingly.

**Support Attachments**

1. Confidential Attachment 1 - CONTRACT CON/20/19 Asphalt Footpath Reconstruction Program Tender Evaluation Matrix (separately enclosed) (confidential)
2. Confidential Attachment 2 - CONTRACT CON/20/19 Asphalt Footpath Reconstruction Program Pricing Schedule (separately enclosed) (confidential)
Considerations and implications of recommendation

Liveable community

Social
The works under this contract will renew footpaths that have reached a condition where reconstruction is necessary to maintain residential amenity and safety for pedestrians.

Natural Environment
Environmentally friendly warm mix asphalt will be used to construct footpaths. This asphalt is produced at a temperature up to 50 degrees Celsius less than conventional asphalt. It is cooler when laid on site, thus reducing fume emissions and is safer to use. This product will also contain up to 20% recycled asphalt. Demolished asphalt from old footpaths will be taken to the asphalt plant for recycling.

Built Environment
Removal of footpaths in poor condition will improve the built environment.

Customer Service and Community Engagement
Advice in relation to the work and traffic management arrangements will be communicated directly to the local residents prior to commencement of the work in relevant areas.

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 proposed allocation for the Residential Footpaths Renewal Program in the draft 2020/21 Budget is $850,000. Consequentially over two years it is expected to be approximately $1,850,000. The extent of work will be managed to ensure that the cost does not exceed yearly budget allocation during the total contract period of two years. No minimum quantity of work is guaranteed to the successful contractor.

As the contract is a schedule of rates contract, it does not have lump sum contract value. Hence, it is appropriate that this contract be awarded on the basis of the schedule of rates. The schedule of rates is not subject to review during the contract period.

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.
Executive summary

Purpose and background
The purpose of this report is to appoint a contractor to undertake the Concrete Footpath Reconstruction Program (Residential) for 2020/21 - 2021/22 under Contract CON/20/20.

The works under this contract comprise reconstruction of concrete footpaths throughout the Municipality in residential streets. This contract commences on 1 July 2020 and is for a total period of 23 months. The contract is a schedule of rates contract.

The condition of footpaths throughout the Municipality is assessed by visual surveys. The footpath locations identified for reconstruction are prioritised based on the condition assessments. This work is in accordance with the relevant Asset Management Plan and Road Management Plan and is an asset renewal activity.

Generally, works under this contract will involve the replacement of whole lengths of footpath in streets. However, in some instances, only those sections requiring replacement will be reconstructed and the contract has been structured to take this methodology into account.

Key issues
A public tender was advertised in The Age and released through eProcure on Saturday 14 March 2020 and closed on Wednesday 8 April 2020 with the following submissions:

1. Stillitano Concrete
2. Melbourne Civil Works
3. Victorian Infrastructure Services
4. DLT Technical Services
5. Paper Street – Trading as Metro Plant & Civil Services
6. Jeni Construction
7. MACA Infrastructure
8. VCrete Concrete Contractors

The result of the analysis can be found in Confidential Attachment 1: Evaluation Matrix.

Paper Street T/A Metro Plant & Civil Services (Metroplant) has primarily been involved in the Civil Construction business for almost 17 years. Metroplant and Civil Services has successfully delivered the Concrete Footpath Replacement Program 2018/19 and 2019/20 for Bayside City Council.
This is a schedule of rates contract, however in order to seek a comparison of pricing, an indicative quantity based on Council's historical work quantities was used to calculate a cost to enable this evaluation.

As shown in Confidential Attachment 1 – Evaluation Matrix, the tender evaluation panel concluded that Metroplant and Civil Services offer the best value for money and recommends that the contract be awarded to Metroplant and Civil Services.

**Recommendation**

That Council:

1. Awards Contract CON/20/20 Concrete Footpath Reconstruction Program (Residential) for 2020/21 – 2021/22 to Metroplant and Civil Services for the specified schedule of rates in Confidential Attachment 2.

2. Authorises the Chief Executive Officer to sign all necessary documentation related to Contract CON/20/20 Concrete Footpath Reconstruction Program (Residential) for 2020/21 – 2021/22.

3. Advises the unsuccessful tenderers accordingly.

**Support Attachments**

1. Confidential Attachment 1 - CONTRACT CON/20/20 Concrete Footpath Reconstruction Program Tender Evaluation Matrix (separately enclosed) (confidential)
2. Confidential Attachment 2 - CONTRACT CON/20/20 Concrete Footpath Reconstruction Program Schedule of Rates (separately enclosed) (confidential)
Considerations and implications of recommendation

Liveable community

Social
The works under this contract will renew footpaths that have reached a condition where reconstruction is necessary to maintain residential amenity and safety for pedestrians.

Natural Environment
Recycled concrete will be used in construction of the base of footpath and demolished concrete will be sent to the recycling plant.

Built Environment
Removal of footpaths in poor condition will improve the built environment.

Customer Service and Community Engagement
Advice in relation to the work and traffic management arrangements will be communicated directly to the local residents prior to commencement of the work in relevant areas.

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 proposed allocation for the Residential Footpaths Renewal Program in the Draft 2020-21 is $570,000. Over two years it is expected to be approximately $1,390,000.
The extent of work will be managed to ensure that the cost does not exceed yearly budget allocation during the total contract period of two years. No minimum quantity of work is guaranteed to the successful contractor.

As the contract is a schedule of rates contract, it does not have lump sum contract value. Hence, it is appropriate that this contract be awarded on the basis of the schedule of rates. The schedule of rates is not subject to review during the contract period.

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.
Executive summary

Purpose and background
The purpose of this report is to appoint a contractor to undertake the Road Resurfacing Program for 2020/21 – 2021/22 under Contract CON/20/34.

The works under this contract comprise asphalt resurfacing of various roads throughout the municipality and all associated works such as road surface profiling, traffic management, line marking and utility service alterations.

The contract is proposed to commence on 1 October 2020, for a total period of 21 months. This contract is a Schedule of Rates contract.

This work is an asset renewal activity, delivered in accordance with the relevant Asset Management Plan and Road Management Plan. The condition of roads throughout the municipality has been audited via Council’s pavement management system and validated by site inspections.

Key issues
A public tender was advertised in The Age and released through eProcure on Saturday 14 March 2020 and closed on Wednesday 8 April 2020 with the following submissions:

1. Bitu-mill (Road Maintenance)
2. Alex Fraser Asphalt
3. RABS Paving Services
4. Elite Roads
5. Country Wide Asphalt
6. Prestige Paving.

The result of the analysis can be found in Confidential Attachment 1: Evaluation Matrix.

Bitu-mill (Road Maintenance) Pty Ltd has been conducting asphalt works for 39 years and has an extensive history in delivering capital road works for Local Government. Bitu-mill has sound knowledge of work methodology and has accurately identified key risks for the project along with passing all Quality Assurance and OH&S requirements.

This is a schedule of rates contract; however, in order to seek a comparison of pricing, quantities of Road Resurfacing Program 2018/19 – 2019/20 were used to calculate a cost to enable this evaluation.

As shown in Confidential Attachment 1 – Evaluation Matrix, the tender evaluation panel concluded that Bitu-mill offer the best value for money and recommends that the contract be awarded to Bitu-mill.
Recommendation

That Council:

1. Awards Contract CON/20/34 Road Resurfacing Program for 2020/21 – 2021/22 to Bitumill (Road Maintenance) for the specified schedule of rates in Confidential Attachment 2.

2. Authorises the Chief Executive Officer to sign all necessary documentation related to Contract CON/20/34 Road Resurfacing Program for 2020/21 – 2021/22.

3. Advises the unsuccessful tenderers accordingly.

Support Attachments

1. Confidential Attachment 1 - CONTRACT CON/20/34 Road Resurfacing Program Tender Evaluation Matrix (separately enclosed) (confidential)

2. Confidential Attachment 2 - CONTRACT CON/20/34 Road Resurfacing Program Schedule of Rates (separately enclosed) (confidential)
Considerations and implications of recommendation

Liveable community

Social
The works under this contract are aimed at improving the condition and safety of roads in the municipality.

Natural Environment
A condition of tender was to offer a price using environmentally friendly asphalt products. This includes both recycling of asphalt and road materials, use of recycled product in asphalt and use of 'warm' asphalt.

Built Environment
Road resurfacing improves the condition of a road. Damaged or deteriorated road surfaces allow water to ingress into the underlying pavement contributing to road failure and also trigger maintenance works.

Customer Service and Community Engagement
Advice in relation to the work and traffic management arrangements will be communicated directly to the local residents prior to commencement of the work in relevant areas.

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 budget allocation for Road Resurfacing Program in the year 2020/21 & 2021/22 is $3,192,382.

The extent of work will be managed to ensure that the expenditure does not exceed budget allocations during the total contract period of 21 months. No minimum quantity of work is guaranteed to the successful contractor.

As the contract is a schedule of rates contract, it does not have a total contract value. Hence, it is appropriate that this contract be awarded on the basis of the schedule of rates.

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.
Executive summary

Purpose and background
The purpose of this report is to appoint a contractor to undertake the Kerb and Channel Replacement Program for 2020/21 – 2021/22 under Contract CON/20/35.

The works under this contract comprise of reconstruction of concrete and bluestone kerb and channel throughout the Municipality. This contract commences on 1 July 2020 and is for a total period of 23 months. The contract is a schedule of rates contract.

The condition of kerb and channel throughout the municipality is assessed by visual surveys. The kerb and channel locations identified for reconstruction are selected based on the condition assessment. Kerb and channel is also replaced as part of road resurfacing works. This work is in accordance with the relevant Asset Management Plan and Road Management Plan and is an asset renewal activity.

Generally, works under this contract will involve the replacement of whole lengths of kerb and channel in streets. However, in some instances, only those sections requiring replacement will be reconstructed and the contract has been structured to take this methodology into account.

Key issues
A public tender was advertised in The Age and released through eProcure on Saturday 14 March 2020 and closed on Wednesday 8 April 2020 with the following submissions:

1. Melbourne Civil Works
2. Victorian Infrastructure Services
3. Paper Street
4. VCrete Concrete Contractors
5. MACA Infrastructure

The result of the analysis can be found in Confidential Attachment 1: Evaluation Matrix.

MACA Infrastructure has almost 11 years of experience in delivering infrastructure projects. MACA Infrastructure has successfully delivered some major projects for VicRoads and local Councils involving kerb and channel replacement works. MACA Infrastructure have good experience in projects requiring complex community management and have comprehensive community and stakeholder engagement plans which is substantial to deliver this project.

This is a schedule of rates contract, however in order to seek a comparison of pricing, an indicative quantity based on Council’s historical work quantities was used to calculate a cost to enable this evaluation.
As shown in Confidential Attachment 1 – Evaluation Matrix, the tender evaluation panel concluded that MACA Infrastructure offer the best value for money and recommends that the contract be awarded to MACA Infrastructure.

**Recommendation**

That Council:


2. Authorises the Chief Executive Officer to sign all necessary documentation related to Contract CON/20/35 Kerb and Channel Replacement Program for 2020/21 – 2021/22.

3. Advises the unsuccessful tenderers accordingly.

**Support Attachments**

1. Confidential Attachment 1 - CONTRACT CON/20/35 Kerb and Channel Replacement Program Tender Evaluation Matrix (separately enclosed) (confidential)

2. Confidential Attachment 2 - CONTRACT CON/20/35 Kerb and Channel Replacement Program Schedule of Rates (separately enclosed) (confidential)
Considerations and implications of recommendation

**Liveable community**

**Social**
The works under this contract will renew kerb and channel that has reached a condition where reconstruction is necessary to maintain residential amenity and safety for pedestrians.

**Natural Environment**
Recycled concrete will be used in construction of the base of kerb and channel and demolished concrete will be sent to the recycling plant.

**Built Environment**
Damaged or deteriorated kerb and channel allows water to ingress into the road pavement contributing to road failure and also hinders smooth flow of storm water to the drainage system.

**Customer Service and Community Engagement**
Advice in relation to the work and traffic management arrangements will be communicated directly to the local residents prior to commencement of the work in relevant areas.

**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 budget allocation for the Kerb and Channel Replacement Program in the year 2020/21 & 2021/22 is approximately $1,828,323. The extent of work will be managed to ensure that the cost does not exceed yearly budget allocation during the total contract period of two years. No minimum quantity of work is guaranteed to the successful contractor.

As the contract is a schedule of rates contract, it does not have lump sum contract value. Hence, it is appropriate that this contract be awarded on the basis of the schedule of rates. The schedule of rates is not subject to review during the contract period.

**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.
Executive summary

Purpose and background
The purpose of this report is to advise Council of the status of the Green Waste Collection Contract No: 111207B, and to recommend an extension to the current contract for a period of one year.

Key issues
Council provides a residential food and green waste kerbside collection service as part of ongoing service delivery. Residents can elect to join the optional service by paying a one-off charge.

Since the implementation of the food and green waste service over 900 new subscribers have joined the service resulting in an overall opt in rate of over 82% of all eligible households. The landfill volumes have decreased by over 1570 tonnes to the same time last year, while over the same period food and green waste tonnes have increased by over 2400 tonnes. Council’s diversion from landfill rates are currently at 57% after being stagnant at 50% for many years.

The contract with JJ Richards and Sons Pty Ltd commenced on 1 July 2012 for an initial period of seven years, which expired on 30 June 2019. The Contract provides for an option for Council to extend for up to three one-year extensions, with one extension option being granted to extend the contract until 30 June 2020.

This contract is for the collection of the food and green waste bins only. The processing of the material in the bins falls within another contract.

There are no identified impediments to the extension of this Contract, the contractor has performed at a high standard and rated as excellent in the most recent community satisfaction survey. It is considered appropriate for Council to exercise its option to extend Contract No: 111207B for one year, from 1 July 2020 to 30 June 2021. It is hoped to eventually bring all collection contracts in line with each other in 2022 for the collection of domestic waste, recycling and food and green waste.

Recommendation
That Council authorises the Chief Executive Officer or his delegate to extend the current Food and Green Waste Collection Contract No. 111207B for food and green waste kerbside collections for the period 1 July 2020 to 30 June 2021 and execute this in accordance with the terms and conditions of the current contract.

Support Attachments
Nil
Considerations and implications of recommendation

Liveable community

Social
Residential waste management services help residents to keep their property safe and hygienic through the regular removal of waste. These services rely on having a reliable collections contractor that is appropriately trained.

Natural Environment
The appropriate collection of waste assists to keep the natural environment, including our beaches and waterways, free of litter and waste. The Environmental Sustainability Framework sets waste reduction targets over the next ten years. The food and green waste service assists with the diversion of waste to landfill, with the green waste being processed and turned in to compost. Council's diversion from landfill rates have sat at 50% for many years but with the introduction of food and green waste in July 2019, they are now at 57%.

Built Environment
Appropriate waste collections contributes to the amenity of urban streetscapes by ensuring they remain free of waste and are clean, safe and tidy for the community, through the collection of waste by an appropriately trained and licensed collections contractor.

Customer Service and Community Engagement
The contract allows for review and auditing of the service provided by JJ Richards and Sons to ensure that customer/community expectations are being met.

Community satisfaction with the green waste collection service is high and a survey by Metropolis Research, indicated that the satisfaction with the service is well above the council average and is rated as excellent.

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 Human Rights and Responsibilities Act 2006.

Legal
Under the Contract, JJ Richards and Sons agrees to comply with all applicable laws in undertaking their obligations under the Contract.

Finance
The cost of the food and green waste service contract is provided in Council's operating budget at a value of approximately $1.1m per year. This cost forms part of the Waste Charge.

Links to Council policy and strategy
An extension of the contract is compliant with Council’s Procurement Policy and in accordance with the terms of the Contract.

The provision of waste collection and disposal services is a core function of Council.

The services under this contract are consistent with Council’s Recycling and Waste Strategy 2018.
### Options considered

**Option 1 (Recommended)**

<table>
<thead>
<tr>
<th>Summary</th>
<th>Grant the contractor a one year extension option.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>Service continuity, with high service standards.</td>
</tr>
<tr>
<td></td>
<td>Allow Council the opportunity to align this collection contract with recycling and waste collection contracts when they are up for contract.</td>
</tr>
<tr>
<td></td>
<td>Allow council time to look at the feasibility of changing collection schedules.</td>
</tr>
<tr>
<td>Issues</td>
<td>No issues are identified with granting a one year extension.</td>
</tr>
</tbody>
</table>

**Option 2 (Not Recommended)**

<table>
<thead>
<tr>
<th>Summary</th>
<th>Cease the current contract and go to market for these collection services.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>There is no perceived benefit to this approach.</td>
</tr>
<tr>
<td>Issues</td>
<td>Collection companies have expressed a wish to delay potential tenders for collection services in order to concentrate on minimising any disruption to services whilst dealing with covid-19.</td>
</tr>
<tr>
<td></td>
<td>Miss out on an opportunity to align all waste and recycling collection contracts, which can create a greater level of flexibility in altering services within a contract term.</td>
</tr>
</tbody>
</table>
Executive summary

Purpose and background
To provide Council with the Quarterly Performance report for the period January to March 2020.

The attached Quarterly Report includes the following key information:

- Performance at a glance
- Financial Overview
- Financial summary
- Capital Works Program progress
- Council Plan progress by goals including service data
- Reports against other key plans.

Highlights

Highlights for this quarter include:

- Pandemic Plan and Business Continuity Plan Implementation in response to the COVID-19 outbreak
- Brighton n Sandy Food and Wine Festival held
- Bayside Climate Emergency Action Plan and Smoking Ban community engagement conducted
- Bayside 2050 Community Vision Panel commenced deliberations
- Excellent Community Satisfaction scores from an independent survey
- Australia Day Celebrations and Awards conducted.

CONVID-19 Impact
It should be noted that four Council Plan activities have been impacted upon by CONVID-19. These relate to the following two activities:

Goal 1

1.1.5.1. Explore options for the future redevelopment of the Sandringham FamilyLeisure Centre

Availability of consultant and sub-consultant to undertake the exploration has been impacted by CONVID-19
Goal 2

2.1.1.1. In part – Commence the development of a municipal wide parking strategy

This action has been impacted given the finding to undertake this activity has been suspended.

Goal 7

7.1.1.5 Implementing the commissioning of 1 Public Art Piece within the municipality

This project will be deferred in Q4. Installation will now occur in late 2020. The delay is due to the revision of budgets through the COVID-19 period. With this said, the tender is complete and the successful Artist has been awarded the contract. Once budgets are confirmed we will proceed with developing and installing the work, through the successful artist.

Goal 8

8.6.1.13 Development of Wellbeing for all Ages and Abilities (WAAA)

Due to COVID-19, we cannot progress any further Mental Health First Aid training programs or the Resilience Survey work due to the need to bring people together face to face, so these actions will not be achieved in Quarter 4.

Deferrals of Council Plan actions

The following listed Council Plan activities have been deferred due to second or third party involvement:

Goal 1

1.1.2.2 Commence the construction of 12 outdoor Netball courts in Sandringham (Subject to planning approval)

Town Planning Permit application lodged in early December. Subject to Statutory Planning and likely VCAT processes. Commencement of construction deferred to 20201 financial year.

Goal 4

4.2.1.2 Develop a master plan that articulates the future layout and management of the Council owed/managed component of the CSIRO site in Highett (subject to the formal transfer of land being completed)

Friends of Highett Grassy Woodland Group formalised and regularly meeting with Open Space team. Master plan project cannot commence until access to site is granted by CSIRO – expected mid to late 2020. Friends of group working to secure funding.
4.2.1.3 Undertake site investigations and implementation of short term management measures for the protection of Highett Grassy Woodland (subject to site access)

Action is deferred until Council has access to the site. Site investigations and implementation of management plans cannot commence until access to site obtained – expected mid to late 2020. Council is currently working with the Friends of Highett Grassy Woodland to secure funding via available grants to complete works at the HGW.

Financial Summary

2019/20 Year End Forecast Operating Result

The current forecast for the year is a surplus of $21.43M which is ($0.85M) unfavourable to Budget. The underlying surplus is unfavourable to budget by ($0.05M).

The financial impact of the Covid-19 outbreak is continually being assessed and has been included in the March year end forecast. The revised forecast estimates a reduction in revenue of $2.7M between April and June 2020. Managers have undertaken a significant review of operations over the next quarter to identify equivalent savings of $2.3M to offset the reduction in revenue. New Initiatives projects have been suspended providing a saving of $0.84M and savings in discretionary expenditure have also been identified.

Current new initiatives have been put on-hold for the remainder of the financial year, providing a saving of $0.84M compared to the February pre Covid-19 year-end Forecast. Excluding New Initiatives, further savings in discretionary expenditure have also been identified.

Capital Result

- Spend for March 2020 is currently favourable YTD by $4.47M
- The forecasted spend for 2019/20 is currently favourable by $18.6M predominantly due to the CSIRO land purchase, the Bayside Netball Centre, Dendy Street Beach, and the Fern Street Children’s Centre, which are currently proposed to continue in future years.

Local Government Performance Reporting Framework (LGPRF) Indicators

Current forecasts indicate that Council will achieve LGPRF indicators.

Conclusion

The Quarterly Report provides a current snapshot of the organisation’s performance, but more importantly tell the performance story to both the community and staff.

The Quarterly Report will be placed on Council’s website following Council’s consideration of the report, and the report will be shared with all staff to highlight the performance, successes and challenges.
Recommendation
That Council:

1. Notes the 3rd Quarter (January – March) Performance Report.
2. Notes the Council Plan actions deferred as outlined within the report.

Support Attachments
1. Quarterly Report Q3 2019-20 (separately enclosed)
Considerations and implications of proposition

Liveable community

Social
There are no social impacts associated with this report.

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

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

Customer Service and Community Engagement
The quarterly report will be communicated to the community via Council’s website and to all staff via the intranet.

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
A detailed financial summary including capital works summary is included in the attachment.

Links to Council policy and strategy
The Quarterly Report aligns with Goal 8 of the Council Plan - Governance – ensuring Bayside is open and transparent. The report also aligns with the Organisation Strategy in particular Goal 4 – We Deliver.
Executive summary

Purpose and background
This report presents to Council a schedule of actions pending for the period to 19 May 2020.

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>
<tbody>
<tr>
<td>24/05/16</td>
<td>10.2</td>
<td><strong>Sandringham Village Streetscape Masterplan</strong>&lt;br&gt;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.</td>
<td>CPA</td>
<td>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.</td>
</tr>
<tr>
<td>24/05/16</td>
<td>10.7</td>
<td><strong>Childrens’ Sensory Garden Investigation</strong>&lt;br&gt;That Council:&lt;br&gt;1. notes the typical elements of a suburban sensory garden;&lt;br&gt;2. proposes the CSIRO site is the preferred location for the establishment of a sensory garden in Bayside;&lt;br&gt;3. seeks community feedback regarding the concept of establishing a sensory garden in Bayside to inform future decisions on this matter; and&lt;br&gt;4. receives a further report detailing the financial implications associated with the establishment of a sensory garden.</td>
<td>ERI</td>
<td>A 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.&lt;br&gt;The timeline of this report will be subject to the transfer of land (one hectare passive open space) is confirmed and planning can commence.</td>
</tr>
<tr>
<td>24/10/17</td>
<td>10.16</td>
<td><strong>HMVS Cerberus – Heritage Works Permit Update</strong>&lt;br&gt;That Council:&lt;br&gt;2. Receives a further report once Heritage Victoria has assessed the permit application for conservation and stabilisation of the HMVS Cerberus.</td>
<td>ERI</td>
<td>A future report will be presented to Council if the permit approved method concrete infill proves problematic or beyond the current Council approved budget.</td>
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<tr>
<td>DATE OF MEETING</td>
<td>ITEM</td>
<td>COUNCIL RESOLUTION</td>
<td>DIVISION</td>
<td>COMMENTS/STATUS</td>
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<tr>
<td>21/8/18</td>
<td>10.7</td>
<td><strong>Early Years Infrastructure Plan</strong></td>
<td>CCE</td>
<td>A report will be provided to Council on the completion of the development works.</td>
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<td>That Council:</td>
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<td>4. receives a further report detailing options for the long term use of the</td>
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<td>Brighton South Playhouse, once temporary relocations for displaced services</td>
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<td>undergoing redevelopment works are completed;</td>
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<td>7. receives a further report following a review of the Infrastructure Plan in</td>
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<td>year five.</td>
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<td>20/11/18</td>
<td>10.6</td>
<td><strong>CSIRO - Legal Agreements Update</strong></td>
<td>CORP</td>
<td>A report will be submitted to Council following the execution of the Deed of Agreement with the CSIRO.</td>
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<td>That Council:</td>
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<td>Receives a report following the execution of the Deed of Agreement with the CSIRO</td>
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<td>which outlines the details of the Deed agreement and next steps.</td>
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<tr>
<td>21/5/19</td>
<td>10.8</td>
<td><strong>Bayside Planning Scheme Review 2019</strong></td>
<td>CPA</td>
<td>A report will be submitted to a future meeting in the 2019/2020 financial year (at or before June 2020)</td>
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<td>• Considers the proposed changes to the local and state sections of the Bayside</td>
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<td>Planning Scheme proposed under the Smart Planning Program in a further report to</td>
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<td>be presented to Council in the 2019/2020 financial year.</td>
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<tr>
<td>25/6/19</td>
<td>10.17</td>
<td><strong>Bayside Tennis Strategy</strong></td>
<td>ERI</td>
<td>A report will be submitted to a future meeting.</td>
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<tr>
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<td></td>
<td>1. Receives a future report regarding the future of the Bodley Street Tennis</td>
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<td>Centre, Beaumaris.</td>
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<td>25/6/19</td>
<td>10.20</td>
<td><strong>Parking Technology, Church Street Major Activity Centre - Engagement Findings</strong></td>
<td>ERI</td>
<td>A report will be submitted to a future meeting.</td>
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<td>3. Receives a report at a Council meeting at least 6 months after the signs and smartphone application are active on:</td>
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<td>- the evaluation of the introduction of in-ground vehicle detection sensors in the Church Street Major Activity Centre; and</td>
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<td>- if the project has proven successful, the development of a multi-year program to install parking management technology (i.e. parking sensors) in Bay Street, Hampton Street, Sandringham Village, Martin Street, Beaumaris Concourse and the Black Rock Activity Centres in both on and off-street parking spaces.</td>
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<td>20/8/19</td>
<td>10.3</td>
<td><strong>Brighton Secondary College Synthetic Hockey Facility - Management Committee Financials Update</strong></td>
<td>ERI</td>
<td>A report will be submitted to Council no later than 31 August 2020.</td>
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<td>That Council receives a further report by no later than 31 August 2020 from the Brighton Secondary College Hockey Facility Management Committee, summarising activities including the financial position of the Management Committee.</td>
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| 20/8/19         | 10.7 | **Bayside Environmental Sustainability Framework 2016-2025 - Annual Progress Report**  
2. 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. | ERI | A report will be submitted to Council in the first quarter of the 2020/21 financial year. |
| 20/8/19         | 10.9 | **Integrated Transport Strategy 2013 and 2018 - Implementation Progress During 2018/19**  
| 17/9/19         | 10.1 | **Nursery and Bushland Maintenance - Service Delivery Model**  
3. Receives a report on the performance of the Civil Infrastructure and Open Space Maintenance Contract in the areas related to the Nursery at its meeting in December 2020. | ERI | A report will be submitted to the December 2020 Ordinary Council Meeting. |
| 15/10/19        | 10.3 | **Small Neighbourhood Activity Centres (SNACs) - Building Height Review & Recommendations**  
That Council receives a report following the approval of Amendment C126 that outlines opportunities for mandatory height controls in Small Neighbourhood Activity Centres. | CPA | A report will be submitted to Council following the approval of Amendment C126. |
| 15/10/19        | 10.9 | **Wellbeing for All Ages and Abilities Strategy Progress Report on Implementation - Year 2**  
1. Receives a further report highlighting the health impacts of climate change to the residents of Bayside. | CCE | A further report will be submitted to a future Council Meeting. |
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| 19/11/19        | 10.4 | **Mid-Century Modern Heritage Voluntary Nomination Process**  
5. Receives a report reviewing the voluntary nomination process following the gazettal of heritage controls outlined in this report. | CPA      | A further report will be submitted to a future Council meeting following the gazettal of heritage controls.                                               |
| 17/12/19        | 10.3 | **Neighbourhood Character Review 2019 - Project Update; and Response to Notice of Motion - 261**  
That Council notes the Neighbourhood Character Review 2019 – Project Update report and receives a further update report prior to the commencement of community engagement. | CPA      | A report will be submitted to a future meeting, prior to commencement of community engagement.                                                           |
| 18/02/20        | 10.1 | **Assessment of the potential heritage significance of the Beaumaris Memorial Community Centre**  
6. Receives a further report on the potential heritage listing of the Beaumaris Memorial Community Centre following the completion of the heritage assessment of the Arts Group Building. | CPA      | A report will be submitted to a future Council Meeting.                                               |
| 24/03/20        | 10.2 | **Elsternwick Park Nature Reserve Masterplan**  
3. Receives a report at a future Ordinary Meeting of Council regarding the progress of the funding agreement with the City of Port Phillip.  
| 24/03/20        | 10.13| **Proposal to enter into a new lease for the Sandringham Golf Course**  
5. Receive a further report after the completion of the above statutory processes, in order for Council to consider and make a decision about whether to grant the lease described in clause 1 above. | CORP     | A report is included in the May 2020 Council Meeting Agenda.                                          |
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<td>28/4/20</td>
<td>10.3</td>
<td><strong>Wilson Recreation Reserve - Brighton Grammar School</strong></td>
<td>ERI</td>
<td>A further report will be submitted to a future Council Meeting.</td>
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<td>6. Receives a report at a future Council meeting detailing the outcome of the Statutory Planning and license agreement negotiation processes.</td>
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<td>28/4/20</td>
<td>13.1</td>
<td><strong>Notice of Motion - 294 - Proposed roundabout upgrade and pedestrian crossing at corner Church / St Andrews Streets, Brighton</strong></td>
<td>ERI</td>
<td>A report will be submitted to the June 2020 Ordinary Council Meeting.</td>
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<td>1. Puts on hold the proposed roundabout upgrade and pedestrian crossing at the corner of Church Street and St Andrews Street, Brighton while it considers the feasibility of constructing a pedestrian crossing in front of the Dandy Centre, Church Street, Brighton and approximately opposite 15 Church Street, and the feasibility report be considered at the June 2020 Ordinary Meeting of Council.</td>
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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 Clarke Martin

12. Urgent Business

13. Notices of Motion

There were no Notices of Motion submitted to the meeting.