Members of the Gallery

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

**Section 92 The Chair's Duties and Discretions**

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

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

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

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

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

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

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

Your cooperation is appreciated

**Chairperson of Council**
Order of Business

1. Prayer
2. Acknowledgement of Original Inhabitants
3. Apologies
4. Disclosure of any Conflict of Interest of any Councillor
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
   9.1 Minutes of the Bayside Arts Board meeting held on 17 July 2019
10. Reports by the Organisation
    10.1 Proposal to redevelop and enter into a 21 year lease at Northpoint Cafe, Brighton
    10.2 Elsternwick Park South - Naming of a portion of the reserve
    10.3 Brighton Secondary College Synthetic Hockey Facility - Management Committee Financials Update
    10.4 Amendment C165 - Rezoning of Council land at 5 & 7 Well Street, Brighton to Public Use Zone
    10.5 Impacts of Electronic Gambling Machines in Bayside
    10.6 Carbon Neutrality Action Plan 2018-2020 Implementation Update
    10.7 Bayside Environmental Sustainability Framework 2016-2025 - Annual Progress Report
    10.8 Managing on Street Car Parking Demand and Residential Parking Permit Scheme Policies 2019 Update
    10.9 Integrated Transport Strategy 2013 and 2018 - Implementation Progress During 2018/19
    10.10 Re-appointment of Bayside Arts Board Members and amendment to the Arts Board Charter
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11. Reports by Delegates

12. Urgent Business

13. Notices of Motion

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14. Confidential Business

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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 23 July 2019.

6. **Public Question Time**

7. **Petitions to Council**
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:

• 6 August 2019 CEO and Councillor only Briefing; and
• 6 August 2019 Councillor Briefing.

Support Attachments
1. Record of of Assembly of Councillors - 6 August 2019 CEO and Councillor only Briefing
2. Record of of Assembly of Councillors - 6 August 2019 Councillor Briefing
Record in accordance with section 80A(1) of the Local Government Act 1989

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<th>Attendees</th>
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<tr>
<td>Mayor, Cr Michael Heffernan</td>
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<td>Cr Sonia Castelli</td>
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<td>Cr Laurence Evans</td>
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<td>Cr Rob Grinter</td>
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<td>Cr Clarke Martin</td>
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| Staff        | Mick Cummins | Chief Executive Officer |

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<td>Councillors</td>
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Conflict of Interest disclosures

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<thead>
<tr>
<th>Matter No</th>
<th>Councillor making disclosure</th>
<th>Councillor left meeting</th>
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<tr>
<td>Nil</td>
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### Record of Assembly of Councillors

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

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| **Matters discussed**| • 2018/19 Annual Report of the Audit and Risk Management Committee  
• Presentation from David Cannizzo, CEO of Sandringham Football Club  
• Proposal to redevelop and enter into a 21 year Lease of North Point Cafe (2b North Road, Brighton)  
• Beaumaris Sports Club Lease and Funding Contribution  
• Proposed Quarterly Council Finance Report  
• Draft Managing On-Street Car Parking Demand and Residential Parking Permit Scheme Policies 2019 Update  
• Annual Community Grants 2019/20  
• Amendment C165 - Rezoning of Council land at 5 & 7 Well Street, Brighton to Public Use Zone  
• Economic Development Strategy and Tourism Strategy Review Update Report |

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| **Councillors** | Mayor, Cr Michael Heffernan  
Cr Sonia Castelli  
Cr Laurence Evans  
Cr Rob Grinter  
Cr James Long  
Cr Clarke Martin |
| **Staff** | Mick Cummins  
Chief Executive Officer |

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<td>Cr Alex del Porto</td>
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<td><strong>Item 4.4</strong></td>
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<td><strong>Cr Clarke Martin</strong></td>
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Reviewed: June 2012
9. Reports by Special Committees

9.1 MINUTES OF THE BAYSIDE ARTS BOARD MEETING HELD ON 17 JULY 2019

Corporate Services - Governance
File No: PSF/19/960 – Doc No: DOC/19/197880

Executive summary

Purpose and background
To present the minutes of the Bayside Arts Board meeting held on 17 July 2019 to Council for noting.

In accordance with Section 86 of the Local Government Act 1989, Council at its meeting in July 2016, established a Special Committee of Council known as the Bayside Arts Board.

Council, through an instrument of delegation, also delegated some powers and function to the gallery which are listed below:

The following functions, powers, and discretions are delegated to the Bayside Arts Board:

1. To recommend a four year Strategic Plan for The Gallery@BACC, to be presented to Council for adoption, including adjustments and alterations as determined by Council. The Strategic Plan will be in accordance with the Council-adopted purpose that has been established for The Gallery@BACC.
2. Approve acquisitions, de-accessions, and the ongoing management of Council’s art & heritage collection on recommendation from the Council executive team member with management responsibility for the Arts & Culture programs in accordance with Council’s Art & Heritage Collection Policy, the approved Four Year Strategic Plan and Council’s annual budget.
3. Approve The Gallery@BACC exhibition and public program schedule with regard to the Four Year Strategic Plan.
4. Monitor performance against the Four Year Strategic Plan and provide strategic advice to Council as necessary.
5. Support staff in building of relationships and partnerships with artists, arts sector organisations, business and government agencies.
6. Approve marketing and promotion strategies as outlined in the Strategic Plan, The Gallery@BACC’s exhibition program, public programs, and its positive artistic, social, and economic impacts.
7. Provide advice and guidance on the pursuit of sponsorship, fundraising, and philanthropic opportunities, and investigation of the feasibility of establishing a Gallery@BACC Foundation to facilitate the receipt of donations, bequests, and proceeds of fundraising activities.

The Gallery Board membership comprises two Councillors appointed by Council and nine ordinary members appointed through a public expression of interest process.
Key issues
A meeting of the Bayside Arts Board was held on 17 July 2019 to consider the following matters:

- Business Brought Forward summary from the previous meeting Marketing and Audience Development Report from October to December 2018
- Collection Activity Report January - March 2019
- Education and Community Engagement Report January - March 2019
- Marketing and Audience Development Quarterly Report January - March 2019
- Corporate Centre Exhibition Program to February 2021
- Proposed Donation and Acquisitions to the Bayside Arts and Heritage Collection
- Ellen José Art Award Proposal 2022
- Annual Report 2018 – 2019
- Fundraising

A copy of the 17 July 2019 minutes of the Bayside Arts Board meeting is attached for Council’s information.

Recommendation
That Council:

1. Notes the minutes of the Bayside Arts Board meeting held on 17 July 2019.
2. Adopts the following recommendations of the Bayside Arts Board meeting of 17 July 2019:

   6.6 Proposed Donation and Acquisitions to the Bayside Arts and Heritage Collection

   **Part 1**
   That the Bayside Arts Board recommends to Council to accept the donation of *Onwards and Upwards* by Rob McHaffie into the Visual Arts collection of the Bayside Art & Heritage Collection.

   **Part 2**
   That the Bayside Arts Board recommends to Council to approve the purchase of *Ten Wednesdays at Rickett’s Point* (2018) by Gregory Alexander and its acquisition into the Visual Arts collection of the Bayside Art & Heritage Collection for $5,900.

   **Part 3**
   That the Bayside Arts Board recommends to Council to approve the purchase of *Duck and Quail Eggs, Italian Herbs* (2015) by Stieg Persson and its acquisition into the Visual Arts collection of the Bayside Art & Heritage Collection for $55,000 pending Council’s consent to reallocate existing Capital funding that remains unspent in financial year 2018/19.
6.7 Ellen Jose Art Award Proposal 2020

That the Bayside Arts Board recommends to Council to:

1. Approve the establishment of the Ellen José Art Award.
2. Approve the inclusion of the Ellen José Art Award exhibition in the 2022 exhibition program.
3. Refer an amount of $45,000 to the 2021/22 and 2022/23 Budget process for consideration for the establishment of the Ellen Jose Art Award.

7.1 Melbourne City Opera Company

That the Bayside Arts Board supports the Melbourne City Opera Company production to be held in the Brighton Town Hall as a cultural opportunity for the community of Bayside, and recommends to Council that the hall not-for-profit hire fee be waived, given the community benefit and cultural values of this activity to Bayside.

Support Attachments

1. Minutes of the 17 July 2019 Bayside Arts Board (Section 86 Committee) Meeting ↓
Considerations and implications of recommendation

Liveable community

Social
The Bayside Arts Board provides a social impact by providing community members with an opportunity to be engaged and provide advice on Council policies and strategies, and to consider issues and opportunities relating to the various forms of art including Bayside’s art collection.

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
There are no customer service or community engagement implications associated with this report.

Human Rights
The implications of the 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 or statutory requirements associated with this report.

Finance
There are no financial implications associated with this report.

Links to Council policy and strategy
The Bayside Arts Board has a direct link to the Council Plan with regards to connecting with the community and supporting arts and culture.
Minutes of
The Bayside Arts Board (Section 86 Committee) Meeting

held in the Mayor's Room, Council Chambers, Civic Centre,
Boxshall Street Brighton
on Wednesday 17 July 2019

1. Welcome and opening of the meeting

The Chair, Ms Tiziana Borghese declared the meeting opened at 6.00pm and welcomed all members and officers to the meeting.

It is recorded that the date of this meeting (of Wednesday 3 July 2019) as published in the circulated Agenda was postponed and the meeting was held on Wednesday 17 July 2019.

2. Present

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<tr>
<th>External Members present</th>
<th>Ms Tiziana Borghese (Chair)</th>
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<tr>
<td></td>
<td>Mr Roger Boyce (Deputy Chair)</td>
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<td>Ms Angelina Beninati</td>
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<td>Mr Patrick Christian</td>
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<td>Ms Charlotte Christie</td>
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<td>Ms Bo Rutecki</td>
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<td>Ms Sarah Morris</td>
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<th>Councillors present</th>
<th>Cr Sonia Castelli</th>
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<td>Cr Alex del Porto</td>
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<thead>
<tr>
<th>In attendance</th>
<th>Bryce Craggs – Director Community and Customer Experience</th>
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<tr>
<td></td>
<td>Emil Klesman – Manager Customer and Cultural Services</td>
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<td>Terry Callant – Manager Governance and Reporting</td>
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<td>Joanna Bosse – Curator Bayside Gallery</td>
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3. Apologies

An apology was submitted to the meeting from Mr Brian Hewitt and Mr Arvind Vasan.

Moved Cr del Porto       Seconded Ms Beninati

That the apologies of Mr Brian Hewitt and Mr Arvind Vasan be received and leave of absence be granted.

CARRIED
4. Disclosure of any Conflict of Interest

There were no conflicts of interest submitted to the meeting.

The Director Community and Customer Experience made a Statement to the Board in relation to the preparation of the agenda papers and the outstanding matters of previous meetings. The Director indicated that a Business Bought Forward report has been included in the agenda as a standard report to reflect the outstanding actions and monitor progress.

The Director Community and Customer Experience also advised the Board of the addition of the late report concerning Fundraising and outlined the need for the Board to discuss to the topic of fundraising.

The Director Community and Customer Experience also indicated that an Annual Report on the activities of the Board has been prepared and the Chair has provided additional comments to the report to reflect the work that has been undertaken during the year.

5. Adoption and Confirmation of the minutes of previous meeting

5.1 Confirmation of the Minutes of the Bayside Arts Board (Section 86 Committee) Meeting held on 6 March 2019.

Moved: Cr Castelli  
Seconded: Mr Christian

1. That the minutes of the Bayside Arts Board (Section 86 Committee) Meeting held on 6 March 2019, as previously circulated, be confirmed as an accurate record of proceedings.

2. That it be noted the minutes of the meeting will be circulated to the Chair one week following the meeting for approval, and will be circulated to members of the Board.

CARRIED
6. Reports

6.1 BUSINESS BROUGHT FORWARD SUMMARY FROM THE PREVIOUS MEETING

Community and Customer Experience - Customer & Cultural Services
File No: FOL/19/504 – Doc No: DOC/19/167297

The Board discussed the matters listed on the Bought forward report and sought further updates on the actions taken.

Item 6.3 – Education Program Delivery
The Curator indicated that further discussion have taken place with the Brighton Art Society to utilise the upstairs area of the Town Hall as additional space for education activities to take place. Further discussion are required to formalise the use of the area.

Item 6.4 – Black Rock Public Art Donation
The Manager Customer and Cultural Services indicated that the consultation phase has been completed. An application will be made to seek Coastal Consent, and the Board will be kept advised on the progress. It should be noted that the Board has not made a decision to accept the donation at this stage. It was indicated that this matter be further discussed at a future meeting once coastal consent is granted.

Item 6.5 – Beaumaris Public Art Commission
The Director Community and Customer Experience indicated to the Board that the Beaumaris Public Art has been deferred until such time as Council has made a decision on the redevelopment of the Beaumaris Art building given it may impact on the positioning and type of public art required for the space.

6.6.4 – Railway Walk Mural Community Consultation Middle Brighton
The Board expressed its disappointment in the status of this item given the community consultation has not progress since the previous meeting. The Board requested a revised schedule of timing for the project to progress it.

Moved: Mr Boyce (Deputy Chair)           Seconded: Ms Morris

That the Bayside Arts Board notes the summary of outstanding actions and expresses its disappointment in the progress of the outstanding actions as outlined above.

CARRIED
6.2 COLLECTION ACTIVITY REPORT JANUARY - MARCH 2019

Community and Customer Experience - Customer & Cultural Services
File No: PSF/19/1088 – Doc No: DOC/19/135548

The Curator, Joanna Bosse presented the Collection Activity report for the period January to March 2019 and highlighted some of the activities during the reporting period.

The Board congratulated the Curator and her staff for their ongoing contribution to expand the collection and increase visitation to the gallery.

Moved: Cr del Porto  Seconded: Mr Christian
That the Bayside Arts Board notes this report.

CARRIED

6.3 EDUCATION AND COMMUNITY ENGAGEMENT REPORT JANUARY - MARCH 2019

Community and Customer Experience - Customer & Cultural Services
File No: FOL/19/504 – Doc No: DOC/19/138928

The Curator, Joanna Bosse presented the Education and Community Engagement report for the period from January to March 2019 and highlighted some of the programs offered and the increase in attendance as a direct result of education within the community.

Moved: Cr Castelli  Seconded: Ms Rutecki
That the Bayside Arts Board notes the third quarter report on Education and Community Engagement Program and approves the Spring and Summer public programs.

CARRIED

6.4 MARKETING AND AUDIENCE DEVELOPMENT QUARTERLY REPORT JANUARY - MARCH 2019

Community and Customer Experience - Customer & Cultural Services
File No: PSF/19/1088 – Doc No: DOC/19/133843

The Curator, Joanna Bosse presented the Marketing and Audience Development for the period January to March 2019 and highlighted some activities which have increased visitation and participation in many event.

Moved: Mr Boyce (Deputy Chair)  Seconded: Ms Beninati
That the Bayside Arts Board notes this report and congratulates the Arts and Culture Team for the work undertaken to date which has resulted in many successful events and an increase in visitation.

CARRIED
6.5 CORPORATE CENTRE EXHIBITION PROGRAM TO FEBRUARY 2021

Community and Customer Experience - Customer & Cultural Services
File No: PSF/19/1088 – Doc No: DOC/19/128042

The Curator, Joanna Bosse presented the Corporate Centre Exhibition Program until February 2021.

Moved: Cr del Porto  Seconded: Ms Rutecki
That the Board approves the 2019 – 2021 exhibition program for the Corporate Centre foyer as presented in this report in the supporting attachment.

CARRIED

6.6 PROPOSED DONATION AND ACQUISITIONS TO THE BAYSIDE ARTS AND HERITAGE COLLECTION

Community and Customer Experience - Customer & Cultural Services
File No: PSF/19/1088 – Doc No: DOC/19/84505

The Curator, Joanna Bosse presented the proposed donation and acquisitions. The Board at length discussed the merits of the proposed acquisitions.

The Chair suggested that the recommendation be split into three motions to deal with each of the proposals.

Moved: Mr Boyce (Deputy Chair)  Seconded: Cr Castelli
That the Bayside Arts Board recommends to Council to accept the donation of Onwards and Upwards by Rob McHaffie into the Visual Arts collection of the Bayside Art & Heritage Collection.

CARRIED

Moved: Cr del Porto  Seconded: Ms Rutecki
That the Bayside Arts Board recommends to Council to approve the purchase of Ten Wednesdays at Ricket’s Point (2018) by Gregory Alexander and its acquisition into the Visual Arts collection of the Bayside Art & Heritage Collection for $5,900.

CARRIED

Moved: Ms Christie  Seconded: Cr del Porto
That the Bayside Arts Board recommends to Council to approve the purchase of Duck and Quail Eggs, Italian Herbs (2015) by Stieg Persson and its acquisition into the Visual Arts collection of the Bayside Art & Heritage Collection for $55,000 pending Council’s consent to reallocate existing Capital funding that remains unspent in financial year 2018/19.

CARRIED
6.7 ELLEN JOSÉ ART AWARD PROPOSAL 2022

Community and Customer Experience - Customer & Cultural Services
File No: PSF/19/1088 – Doc No: DOC/19/99760

The Curator, Joanna Bosse outlined the Board the proposal for the Ellen Jose Art Award.

Moved: Ms Morris                Seconded: Mr Christian

That the Bayside Arts Board recommends to Council to:
1. Approve the establishment of the Ellen José Art Award.
2. Approve the inclusion of the Ellen José Art Award exhibition in the 2022 exhibition program.
3. Refer an amount of $45,000 to the 2021/22 and 2022/23 Budget process for consideration for the establishment of the Ellen Jose Art Award.

CARRIED

6.8 ANNUAL REPORT 2018 - 2019

Community and Customer Experience - Customer & Cultural Services
File No: PSF/19/1088 – Doc No: DOC/19/129017

The Annual Report of the Bayside Arts Board was presented for consideration. The Chair indicated that she had made minor amendments to the Report specifically in relation to the achievements of the Board and the acknowledgements.

Moved: Mr Boyce (Deputy Chair)   Seconded: Ms Beninati


CARRIED

6.9 FUNDRAISING

Community and Customer Experience - Customer & Cultural Services
File No: PSF/19/1088 – Doc No: DOC/19/99901

The Director Community and Customer Experience presented the Late Report relating to Fundraising. The purpose of the report was to gauge the Board’s role and appetite with respect to fundraising and philanthropic activities.

Following a robust discussion by the Board on the matter, the Director indicated that he would incorporate the Board’s feedback and bring back a draft Plan with more of a philanthropic pitch for consideration by the Board.

Moved: Ms Rutecki               Seconded: Cr Castelli

That the Bayside Arts Board further considers a draft philanthropic plan at the next meeting.

CARRIED
7. **General Business**

7.1 **Melbourne City Opera Company**

Cr del Porto advised the Board that the Melbourne City Opera Company wished to conduct a production at the Brighton Town Hall, and given the not-for-profit nature of the organisation and the community benefit expected from the production, Cr del Porto was seeking the Board’s support.

Moved: Mr Boyce  
Seconded: Ms Beninati

That the Bayside Arts Board supports the Melbourne City Opera Company production to be held in the Brighton Town Hall as a cultural opportunity for the community of Bayside, and recommends to Council that the hall not-for-profit hire fee be waived, given the community benefit and cultural values of this activity to Bayside.

**CARRIED**

7.2 **Changing Faces in Local Democracy**

The Curator, Joanna Bosse briefly advised the Board of the organisation’s proposed exhibition to be held in March through to October in the Council Chambers highlight the changing faces for local democracy focusing on local female community leaders in leadership roles.

8. **Confirmation of date of future meetings**

The proposed dates for future meetings will be held on the following dates:

- 16 October 2019
- 12 February 2020
- 15 April 2020
- 19 July 2020

*The Chairperson declared the meeting closed at 8.44pm.*
10. Reports by the Organisation

10.1 PROPOSAL TO REDEVELOP AND ENTER INTO A 21 YEAR LEASE AT
NORTHPOINT CAFE, BRIGHTON

Corporate Services - Commercial Services
File No: PSF/19/965 – Doc No: DOC/19/209304

Executive summary

Purpose and Background

Council, at its 23 July 2019 Ordinary Council Meeting, considered a report in relation to the
proposal to lease land known as 2b North Road Brighton, more particularly described as Lot 1
on Title Plan TP963646N) (Land), to Same Pty Ltd, the existing tenant, for 21 years and
resolved as follows:

1. Resolve to terminate the current statutory procedures notifying of an intention to
lease North Point Café (2b North Road Brighton) as per Sections 190 and 223 of the

2. Receive a further report on the intention to lease North Point Café (2b North Road,
Brighton) at the August 2019 Ordinary Council meeting.

3. Consider recommending the statutory procedures notifying of an intention to lease
North Point Café (2b North Road, Brighton) after receiving the report referred to in
paragraph 2 of this Resolution.

Prior to the July Ordinary Meeting and the above resolution, Council advertised its intention to
enter into a lease with the existing tenant consistent with Sections 190 and 223 of the Local
Government Act 1989. Further, a meeting of a Special Committee of Council was held on 10
July 2019 at which Council heard three of the four submitters speak.

Submitters raised a number of issues, including whether the café use is contrary to the purpose
for which the land was vested in Council. A summary of the issues, along with the officer’s
response, is set out in the officer’s report dated 23 July 2019. In relation to the café use, the
officer’s report noted:

Further advice is being sought on this matter and a report will be provided back to
Council on this question in August 2019.

The purpose of this report is to consider whether the use of the land for a café/restaurant is
consistent with the use of the land for ‘public resort or recreation’.

Caveat
On 31 October 1877, Act no. 577 of 1877 entitled An Act to vest land in the Mayor Councillors
and Burgesses of the Borough of Brighton for purposes of Public Recreation came into
operation, with the effect that:

- the indefeasible fee simple estate in the land described in the Schedule to the 1877 Act
  (including the Land) was vested in the Mayor Councillors and Burgesses of the Borough of
  Brighton; and

- the Land was deemed to be set aside for public purposes as if the Land had been
  purchased or rented by, or otherwise provided to, the Borough as a place of public resort
  or recreation pursuant to section 483 of the Local Government Act 1874.
On 31 July 2017, the Registrar of Titles created provisional folio volume 11904 folio 659 for the Land.

The Land is encumbered by “Registrar’s caveat” (No. AR15454D) which “forbids registration of any dealing with any part of the [L]and” unless the Registrar of Titles is satisfied that the dealing is compatible with the Vesting Act. The stated purpose(s) for recording the caveat is:

The [L]and is not to be used otherwise than for public purposes as set out in Act 577 of 1877.

It is considered that the use of the Land for a café/restaurant is consistent with the caveat and with the use of that land for ‘public resort or recreation’ for the following reasons:

- The meaning of the term ‘public resort or recreation’ is not defined in the 1877 Act, nor was it defined in the Local Government Act 1874.
- The ordinary meaning of the term ‘public resort or recreation’ encompasses the enjoyment of food and beverages in a café/restaurant within a wider parkland or public reserve setting.
- The café/restaurant has operated on the Land for close to 20 years.
- The existing café/restaurant use is ancillary to the primary use of the Land, being a public reserve.
- The existing café/restaurant remains accessible to the public at large.
- The ancillary use of a relatively small portion of the Land for the existing café/restaurant enhances rather than diminishes the overall use of the Land as a place of ‘public resort or recreation’.

**Summary**

The ongoing use of part of the Land as a café/restaurant is consistent with the use of that land for ‘public resort or recreation’ and is therefore consistent with the caveat on the title to the Land.

Accordingly, it is recommended that Council commence the public notice process under sections 190 and 223 of the Local Government Act 1989, prior to any decision on the lease being made.

**Recommendation**

That Council:

1. Commence the statutory procedures under Sections 190 and 223 of the Local Government Act 1989 to lease part of 2b North Road Brighton to the current tenant on the below terms:

<table>
<thead>
<tr>
<th>Term:</th>
<th>21 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Rent:</td>
<td>to be determined by Council’s Valuer</td>
</tr>
<tr>
<td>Turnover Rent:</td>
<td>7.5% of turnover that exceeds 12.5 times the base rent.</td>
</tr>
<tr>
<td>Rent Escalation:</td>
<td>C.P.I Melbourne All Groups.</td>
</tr>
</tbody>
</table>

2. In the event a submission is received, convene a Section 223 Special Committee of Council meeting on Tuesday 22 October 2019 commencing at 6.30pm at the Council Chambers, Boxshall Street Brighton to hear any submitters that wish to be heard.
Support Attachments

Nil

Considerations and implications of proposition

Liveable community
The café is presently well utilised. Depending on the outcome of the public notice process under sections 190 and 223 of the Local Government Act 1989, a new lease and financial investment into the property will likely be beneficial to the immediate and wider community through the opportunity of greater utilisation.

Social
The café is well attended which is confirmed by a review of the confidential audited financial statements that the tenant is required to supply Council on an annual basis. Based on this information, the social contribution this commercial property makes to the local and greater community is positive and should continue.

Natural Environment
There will be no removal or disturbance of vegetation as a result of undertaking the public notice process and in the event the lease is entered into.

Built Environment
The current building condition audit shows the building to be in good condition. The building has been added to a number of times over the years in a piecemeal fashion to meet changing needs. It is not considered functional and presents drainage issues that will progressively deteriorate into the future.

Customer Service and Community Engagement
Council will advertise its intention to lease the Land in the local Bayside Leader Newspaper and The Age as well as on its public website throughout the advertising period.

Further, Council conducted extensive community engagement in relation to the property from December 2018 to February 2019 and also conducted an earlier consultation period in accordance with sections 190 and 223 of the Local Government Act 1989 that was terminated in May.

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
Council is required under sections 190 and 223 of the Local Government Act 1989 to publish notice of its intention to lease the Land, prior to any decision on the lease being made.

This report does not to consider whether any planning or building permits are required. Consideration of such permits would be undertaken as a separate process (and assuming...
Council determines to grant a lease following completion of the public notice process), and only if a planning permit is applied for by the tenant.

**Finance**

As part of the long term proposal (and assuming Council determines to grant a lease following completion of the public notice process), the tenant has in principle accepted Council’s commercial leasing terms. Any future agreement between Council and the tenant will be subject to statutory approval.

**Capital Expenditure**

Under the long term proposal (and assuming Council determines to grant a lease following completion of the public notice process), Council will investigate demolishing the existing building and constructing a new one which will be at the tenant’s expense.

**Links to Council policy and strategy**

The following policies are also associated with the delivery of the strategy:

- Lease and Licence Policy 2018
- Property Strategy 2018-2021

**Options**

**Option 1 – Commence Statutory procedures to enter into 21 year lease**

<table>
<thead>
<tr>
<th>Summary</th>
<th>This option is to commence the statutory procedures in which Council advertises its intention to enter into a 21 year lease with the existing tenant consistent with Section 190 and Section 223 of the Local Government Act 1989.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>Council would be making efficient and timely decisions. Should, following completion of the public notice process, Council decide to lease the Land as proposed, Council’s capital requirement is reduced as the tenant will be responsible for a proposal, if any, to replace the café building. Rental income streams would also be improved with market rental plus additional income of 7.5% of turnover that exceeds 12.5 times the base rent. Utilisation at North Point would also be improved through increased hours and improved facilities to the community.</td>
</tr>
<tr>
<td>Issues</td>
<td>Ongoing concern by local residents in relation to the extended hours should a planning permit be granted for a liquor licence.</td>
</tr>
</tbody>
</table>

**Option 2 – Go to market in 2021**

<table>
<thead>
<tr>
<th>Summary</th>
<th>Should, following completion of the public notice period, Council decide not to lease the Land as proposed, it can wait until the lease expires in 2021 and conduct an Expression of Interest.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>Council would then be able to conduct an open and transparent Expression of Interest campaign letting the market determine the base rent.</td>
</tr>
<tr>
<td>Issues</td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>This option carries risk in terms of tenant vacancy, poor performance</td>
<td></td>
</tr>
<tr>
<td>and more concerning high expense to refurbish or rebuild the cafe</td>
<td></td>
</tr>
<tr>
<td>passed onto Council.</td>
<td></td>
</tr>
<tr>
<td>The proposal achieves market rental as assessed by a sworn valuation</td>
<td></td>
</tr>
<tr>
<td>and includes a provision for turnover rental which is unlikely to be</td>
<td></td>
</tr>
<tr>
<td>achieved by market testing.</td>
<td></td>
</tr>
<tr>
<td>Council would be exposed to various levels and types of risk as a</td>
<td></td>
</tr>
<tr>
<td>result of conducting an expression of the interest campaign, the key</td>
<td></td>
</tr>
<tr>
<td>risks are set out below:</td>
<td></td>
</tr>
<tr>
<td>- Potential for unsustainable rent.</td>
<td></td>
</tr>
<tr>
<td>- High likelihood of Council Capital Expenditure required.</td>
<td></td>
</tr>
<tr>
<td>- Lack of security in Council’s future rental income streams.</td>
<td></td>
</tr>
<tr>
<td>- Potential of low quality tenants with lack of experience.</td>
<td></td>
</tr>
</tbody>
</table>
Executive summary

Purpose and background

This report recommends that Council name a portion of Elsternwick Park South ‘Lakeside Green’ thus providing a sense of identity to this much loved area.

A request has been received from the Elsternwick Park Community Alliance Inc (EPCA) requesting Council give consideration to the naming of the open space area, currently known as ‘Oval 3’ and surrounds, to better reflect its use and meaning to the community.

Elsternwick Park South extends from New Street to Bent Avenue, St Kilda Street to the rear of residential properties fronting Head Street. This large area includes two playgrounds and two ovals each known as Oval 3 and 4 and a large lake.

Whilst the overall reserve is known as Elsternwick Park South, the ovals take on an identity as Oval 3 or 4, and the remainder of the open space lacks any specific identity.

Accordingly, EPCA has undertaken community consultation seeking feedback from the local community on an appropriate name for the area, which is shown outlined in yellow below. During a 3 week period, the EPCA had 4018 visitors to the website with 208 people participating in the survey.

All respondents preferred use of the word Lakeside within the name with 59 respondents wanting to incorporate the word Green to read ‘Lakeside Green’, and 51 respondents favoured the word Common to be used as ‘Lakeside Common.’ Thirty other alternative names were also suggested.

Key issues

It is evident that Elsternwick Park South is a larger expanse of land and certainly requires a name to provide some sense of identity to the community and more importantly, to reflect the passive nature of the areas not be used for organised sport.

Whilst the overall park will continue to be named Elsternwick Park South, and Oval 4 will continue to be named Oval 4, it is not considered unreasonable to name the remaining area.

Given the community feedback, it is clear there is a strong connection with both the lake and the vast areas of green space throughout the park. It therefore makes good sense to combine them into one name, ‘Lakeside Green’.

It should be noted that there will be no change to the name of the park overall. However, signage will be erected in strategic locations indicating the area in question as Lakeside Green. This will also assist residents, maintenance crews and emergency services when responding to concerns, and also provides a sense of place within the broader reserve itself.
It should be noted that the defined boundaries are fluid in terms of the space between the existing Oval 3 and 4, but as a general principle, the passive recreational area will be known as Lakeside Green.
Recommendation

That Council:

1. Name the green space within Elsternwick Park South (excluding the area known as Oval 4) to be known as Lakeside Green.

2. Install suitable signage to reflect the name of the green space.

3. Advise the Elsternwick Park Community Alliance Inc of Council’s decision in this matter.

Support Attachments

Nil
Considerations and implications of recommendation

Liveable community

Social
Elsternwick Park South is known for its wide open green space that provides for passive recreation, which residents and users of the park enjoy and connect with. This park provides community connectedness with residents and requires a sense of identity to reflect the nature of the green space.

Natural Environment
Elsternwick Park South incorporates a large lake which is a haven for fish and birdlife which brings with it peace and serenity for those who enjoy the lake and its surrounds.

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

Customer Service and Community Engagement
The Elsternwick Park Community Alliance has undertaken engagement through online and face to face surveys with users.

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
Given the entire Elsternwick Park South has been formally named and gazetted, the proposed name of the green space will be known as Lakeside Green.

Finance
The cost of the design and installation of appropriate signage to acknowledge the areas known as Lakeside Green can be accommodated within the 2019/20 budget.

Links to Council policy and strategy
This proposal has a strong link to Goal 4 – Open Space and Goal 7 - Community Health and participation within the Council Plan both encouraging health and wellbeing, community participation and acknowledging the significance of our open space areas providing a sense of identity.
Executive summary

Purpose and background
In 1999, Council partnered with the Brighton Secondary College (the College) and the Sandringham Hockey Club (currently known as the Southern United Hockey Club) to establish a synthetic sporting facility (the Hockey Facility) for community and school use, on school land at the College.

On 25 March 2014, Council resolved to provide funding ($75,000) towards the renewal of the synthetic hockey surface at Brighton Secondary College and to receive an annual report summarising the activities of the Brighton Secondary College Hockey Facility Management Committee (Management Committee), including its financial position.

The management of the Hockey Facility is governed by a Joint Use Agreement (the Agreement) signed by the College, Southern United Hockey Club, Council and the Minister for Education. The initial term of the Agreement expires in 2020. A further term of 10 years is available within the Agreement.

The purpose of this report is to monitor the use of the Hockey Facility and the availability of funds for future replacement of the synthetic surface.

Key issues
Over the past 12 months, the Management Committee has met on two occasions; 8 August 2018 and 21 November 2018. The key matters considered by the Management Committee over the past 12 months include matters related to the new surface and its maintenance, the growth in hockey club memberships, the need for additional permitted field time and the need for a pavilion.

Hockey Facility Sinking Fund
As at 31 July 2019, the Management Committee has advised Council that the Hockey Facility fund was reported to hold $244,840. The fund has increased by $53,958.28 in the 12 months to 31 July 2019. If this increase in the fund continues at its current rate it is expected to be sufficient to cover the future costs of the replacement of the synthetic surface when required.

Hockey Facility Usage
Winter usage of the Hockey Facility for the past 12 months continued to be very strong at 93% of available hours. This high winter usage of the facility reflects hockey as a primarily winter sport. The available hours are limited due to planning permit restrictions (no use of floodlights on Saturdays and Sundays limiting use to 5pm and no use is permitted after 5.30pm on Monday nights and 9.30pm Tuesday to Friday nights).

The Management Committee is currently in the process of seeking permit amendments to the current planning conditions to allow additional training/matches on Monday evenings, matches on Wednesday evenings and light use on Saturday and Sunday late afternoons.
A change in arrangements with allocated users will allow a greater level of use in the summer months with the tennis nets only being used in Term 1 as soccer, cricket and hockey facilities are in a greater demand.

**Recommendation**
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.

**Support Attachments**
Nil
Considerations and implications of recommendation

Liveable community
Social
The provision of synthetic hockey facilities provide positive benefits for young people and adults through their participation and engagement in sport and recreation activities.

Natural Environment
The recommendation in this report does not impact the natural environment.

Built Environment
The recommendation in this report does not impact the built environment.

Customer Service and Community Engagement
Ongoing discussions regarding the management of the Hockey Facility are undertaken with the key stakeholders, including Brighton Secondary College, Brighton Grammar, Southern United Hockey Club and Council.

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

Legal
The Funding Agreement identifies Council’s role with the ongoing management and operation of the Hockey Facility.

Finance
As at 31 July 2019, the Hockey Facility fund was reported to hold $244,840, an increase of $53,958.28 over the last 12 months. If this increase in the fund continues at its current rate, it is expected that the fund will cover the future costs of the replacement of the synthetic surface when required.

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 2013 – 2017.

The Bayside ‘Active by the Bay’ Recreation Strategy includes key principles that support Council partnerships with education bodies for the provision specialist synthetic sporting facilities at school sites.
Executive summary

Purpose and background
To present Council with the submissions received in relation to Planning Scheme Amendment C165, which seeks to rezone Council land at 5 & 7 Well Street, Brighton to the Public Use Zone. The rezoning of the land will facilitate the development of 7 Well Street, Brighton for a car park, and will include the existing Council-owned car park at 5 Well Street within the correct zone for such a use.

Key issues
Amendment C165 was publicly exhibited between Thursday 6 June and Monday 8 July 2019. A summary of the exhibition process and consultation and engagement outcomes is provided in the Customer Service and Community Engagement section of this report. Owners and occupiers of adjoining and surrounding properties were directly notified as part of the exhibition process.

A total of 20 submissions were received to the amendment (including 1 petition and 1 late submission), five of which were in support of the amendment.

The primary issues raised in submissions to the amendment include:

- Visual and noise impacts resulting from a car park use;
- Traffic and transport impacts;
- Request for Council to implement open space in the vicinity instead of car parking;
- Personal concern that the rezoning of land would negatively affect property values of surrounding residential properties, and/or a potential loss of residential amenity to the street; and
- Inaccurate information, in that 4 of the submissions object to the amendment as they are of the understanding that a public car park can be accommodated within the existing zoning and do not see the need of Amendment C165. This statement is incorrect, and in order for the additional car parks to be developed, the Amendment to rezone the subject site is necessary and required.

Attachment 1 provides a summary of all submissions received during the public exhibition period including the officer response.

Officer response to submissions
The submissions received in relation to this amendment have been appropriately considered, and in doing so, a review of the proposed layout of the car park has been undertaken. The revised design has ensured that the maximum number of existing trees within the site can be retained and has considered various landscaping treatments that now include 4 garden beds and vertical landscaping on a new timber fence on the adjoining eastern boundary. Cyclist facilities within the car park are also being considered to encourage different transport methods within the MAC. The proposed revisions result in a reduction from the original proposal of 25
to 22 car parking spaces. An artist impression of the proposed car park design at 7 Well Street is provided in Attachment 2.

Next Steps
In considering the submissions received, Council must:

- Change the amendment in the manner requested; or
- Refer the submission to a panel; or
- Abandon the amendment or part of the amendment.

As some of the submissions raise issues that will not be resolved within the amendment, it is considered appropriate that Council requests the Minister for Planning to appoint an independent Planning Panel to consider the submissions received to Amendment C165.

The Planning Panel will consider submissions, receive presentations from Council and submitters and then provide recommendations to Council on any changes to be made to the amendment in response to submissions.

Council will then have a further opportunity to consider whether it agrees with the Panel’s recommendations before adopting the Amendment.

A final suite of documents will then be presented to Council for decision before requesting approval of the amendment from the Minister for Planning.

Recommendation
Council resolve to request the Minister for Planning to appoint an independent Planning Panel to consider submissions to Amendment C165.

Support Attachments
1. Attachment 1 - Amendment C165 - Response to Submissions ↓
Considerations and implications of recommendation

Liveable community

Social
The rezoning of 5 & 7 Well Street, Brighton will result in the facilitation of additional car parking spaces which will help address the community concerns raised around traffic and parking within the Church Street Major Activity Centre.

Natural Environment
There are no immediate impacts to the natural environment as a result of the planning scheme amendment process; however, the intended outcome will see the currently vacant site developed for the purpose of a car park. The revised design has ensured that the maximum number of existing trees within the site can be retained and has considered various landscaping treatments that now include 4 garden beds and vertical landscaping.

Built Environment
Amending the zone of 7 Well Street, Brighton will allow Council to facilitate the development of additional car parking, resulting in a change to the conditions of the currently vacant site.

Customer Service and Community Engagement
Public exhibition of Amendment C165 commenced on Thursday 6 June and was finalised on Monday 8 July 2019. The process was in accordance with that prescribed under the Planning and Environment Act 1987. Letters were sent to affected property owners and occupiers on 29 May 2019 with notices provided in the Bayside Leader on Tuesday 4 June and the Government Gazette on Thursday 6 June 2019.

The submissions received, which have been summarised in Attachment 1, are divided in support and objection.

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

Legal
There are no legal implications associated with this report.

Finance
Budget and resources to conduct this planning scheme amendment have been absorbed through Council's operational Budget. Any Panel hearing cost can be accommodated within the existing budget.

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

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

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

The proposal integrates the use of cyclist facilities within the car park which seek to encourage different transport methods within the MAC.

Options considered

Option 1

<table>
<thead>
<tr>
<th>Summary</th>
<th>Request that the Minister for Planning appoint an independent Planning Panel to consider the submissions received for Amendment C165 as presented.</th>
</tr>
</thead>
</table>
| Benefits | Will provide the opportunity for all submitters to have their issues and concerns considered by an independent body.  
Will allow the merits of the amendment as it currently stands to be considered and Council will have the benefit of understanding the recommendations of the Planning Panel.  
Will allow for changes to Amendment C165 to be debated and considered as part of the Planning Panel process. |
| Issues | There are no issues associated with this approach. |

Option 2

<table>
<thead>
<tr>
<th>Summary</th>
<th>Abandon Amendment C165.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
<td>There are no benefits associated with this option.</td>
</tr>
<tr>
<td>Issues</td>
<td>The additional car parking at 7 Well Street would be unable to be developed. This would also affect our capital works program and costs to construct the car park would need to be re-allocated.</td>
</tr>
</tbody>
</table>
## Attachment 1 – Amendment C165 – Officer response to submissions

<table>
<thead>
<tr>
<th>Submission 1</th>
<th>Support – A statement providing general support for the amendment was provided.</th>
<th>Officer response to issues raised in submission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submission 2</td>
<td>Support – The submitter acknowledges that visitor parking in the area is already hard to find, and increased parking will meet the needs of the local community and visitors to the Church Street Major Activity Centre. The submitter considers that there is always a need to increase parking around activity centres and cannot see any downside to the amendment.</td>
<td>Support for the amendment is noted.</td>
</tr>
<tr>
<td>Submission 3</td>
<td>Support – The provision of additional short term car parking will assist to relieve some of the existing car parking pressures in the activity centre, particularly along Wall Street. Removing some of the demand from on-street short term parking in Wall Street onto a site will assist to improve safety outcomes, though a lower vehicle speed should be encouraged in Wall Street to assist safety outcomes.</td>
<td>Support for the amendment is noted. Lowering the vehicle speed upon Wall Street is a matter that will need to be discussed with the Department of Transport Victoria.</td>
</tr>
<tr>
<td>Submission 4</td>
<td>Support – Support for the amendment is provided, on the provision that the site remains an at-grade car park and not a multi-deck facility. Council should consider landscaping improvements along Wall Street to improve the appearance of the car park from surrounding residential properties.</td>
<td>Support for the amendment is noted. As per the applicable Design and Development Overlay Schedule 11 (DDO11), the subject site is within Built Form Precinct E which has a mandatory maximum height of 11 metres (3 storeys). Furthermore, the inclusion of landscaping features has been a priority in designing the additional car parking at 7 Wall Street. The layout has been designed not to reach maximum car parking space, but to ensure the maximum amount of vegetation is retained whilst balancing the functional need for the site as a car park. Hence, the layout has been updated to now only provide 22 car parking spaces with additional land set aside for landscaping. Furthermore, 4 garden beds are proposed as is a new timber fence with vertical landscaping upon the eastern boundary.</td>
</tr>
</tbody>
</table>

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Item 10.4 – Reports by the Organisation
Attachment 1 – Amendment C165 – Officer response to submissions

Submission 5  
Does not support the amendment

Does not support the use or development of the land for a car park, as the submitter is concerned about drawing additional traffic volumes into Well Street. Submitter notes that the amount of residences located at Well Street has already increased subject to the numerous high density developments that have been approved and constructed in recent times. Rezoning this land will take away from the amenity of the street and only increase the amount of traffic further amplifying the noise and disturbances.

Objection to the amendment is noted. The subject site is in the midst of a growing activity centre, where a whole-of-centre approach to parking is preferred in line with activity centre policy. The car park does not intend to draw additional traffic volumes, but provide car parking for those community members that need it. As per Clause 21.09 (Transport and Access) of the MSP, “Council is committed to providing residents and their visitors with a reasonable likelihood of parking in close proximity to their home, while preserving access for other legitimate road users such as shoppers, traders, disabled persons, workers and commuters in areas of high on-street parking demand. Commuter parking is primarily the responsibility of Public Transport Victoria, with Council playing an advocacy role.” Church Street is a renowned shopping strip, and parking is required for shoppers.

Impacts on amenity have also been considered, and the layout of the car park has been amended and designed to retain and increase existing vegetation and beautify the car park. Furthermore, 4 garden beds are proposed upon the 7 Well Street redevelopment site and will be constructed upon the boundary adjoining 5 Well Street. A new timber fence with vertical landscaping upon the eastern boundary is also to be constructed. The car park has been designed to be in keeping with the amenity of the street.

Operational hours and CCTV monitoring of the car park are being discussed with Council officers and will be further considered and recommended as part of the ongoing use of the
### Attachment 1 – Amendment C165 – Officer response to submissions

<table>
<thead>
<tr>
<th>Submission 6</th>
<th>car park. This will ensure that noise and disturbances can be monitored appropriately.</th>
</tr>
</thead>
</table>

**Does not support the amendment**

Submitter considers that the rezoning of the subject site is contrary to state and local policy, which seeks to promote behaviour shifts away from car use and encouraging sustainable transport options. Submitter also states that the rezoning would be detrimental to the amenity of Well Street as a residential street, and will increase traffic congestion, safety to residents and contribute to noise and air pollution.

Given that the Bayside Open Space Strategy identifies a shortfall in public open space within the Church Street MAC, and with the increased growth forecast for the MAC, the site would be better used as public open space than for car parking, particularly given the limited yield.

The submitters considers there is no net benefit to the proposed additional car parking, as it is only 25 car parks and Council may grant parking waivers for private development.

The submitters considers that Council has not undertaken appropriate consultation with affected residents in relation to the rezoning.

Objection to the amendment is noted. Council understands the need to encourage community to be less reliant on using cars, however it is also important to provide car parking for those who need it. As aforementioned and as per Clause 21.09 (Transport and Access) of the MRS, 'Council is committed to providing residents and their visitors with a reasonable likelihood of parking in close proximity to their home, while preserving access for other legitimate road users such as shoppers, traders, disabled persons, workers and commuters in areas of high on-street parking demand. Commuter parking is primarily the responsibility of Public Transport Victoria, with Council playing an advocacy role.'

The proposed redevelopment of 7 Well Street now only seeks to create 22 additional car parks, which is not considered to be of an amount that would significantly contribute to the increase of traffic congestion. Furthermore, as the car park is within a contained area, it will not impact on the safety of residents. Lighting and new access points will be provided for to ascertain all users can access and use the car park safely.

With regard to the Bayside Open Space Strategy, the submitters is correct in stating that there is a shortfall in public open space within the Church Street MAC. This has been
identified within the suburb analysis and action plan. However, 7 Well Street is not of an appropriate size to accommodate a sufficient open space area. As made mention to within the suburb analysis and action plan, a number of the open spaces in Brighton that already exist are not able to be easily used by the wider community for a wide range of recreational and relaxation activities. Consultation with the community is being undertaken as per the ministerial requirements of the Planning and Environment Act 1987, by publicly exhibiting the amendment for 1 month. Notice was provided in the Bayside Leader on Tuesday 4 June 2019, and the Government Gazette on Thursday 6 June 2019. Consultation will also be undertaken with key stakeholders to inform of the design of the car park and construction.

Submission 7

Does not support the amendment

Submitter states that residents of Well St are alarmed at the progressive erosion of the quiet residential nature of Well Street into a thoroughfare, which will be exacerbated with increased car parking provision and as such, does not support the rezoning from General Residential Zone to the Public Use Zone.

The submitter considers that the site should be used for public open space given the increased residential development occurring within the MAC, which will assist in a reduction in the amount of hard surface area in the locality.

The submitter considers that in the longer term, underground parking could be introduced whilst maintaining public open space at the ground level.

Objection to the amendment is noted, as is the submitters concern in relation to the residential nature of Well Street and the increase in car parking provision. The Design Objection for DDO 11 for the Church Street Major Activity Centre is “to ensure that the height of new development is compatible with the preferred future role and character of the Church Street Major Activity Centre.” It is also Council’s objective;

- To ensure that new development contributes to safe and active streets, and
- To maintain a strong landscape character with residential buildings set within vegetated front gardens and streetscapes in the residential precincts.

The layout of the car park has been amended to reflect concerns, and the objectives of the
<table>
<thead>
<tr>
<th>Submission 8</th>
<th>Does not support the amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The submitter does not support the rezoning as the submitter considers that there is a trend towards overpopulation and unrestrained growth with limited attempts by Council to enforce compliance. Submitter states that they’d like to have the subject site remain as General Residential Zone. Submitter considers that there is little evidence that building a car park on the site will ease traffic and congestion, and considers the opposite correct.</td>
</tr>
<tr>
<td></td>
<td>Objection to the amendment is noted. The submitter is correct in that the subject locality has been subjected to a large amount of growth, mostly due to this being one of Bayside’s identified Major Activity Centres, and is a place of high residential and commercial use. However, it is of Council’s priority to ensure this growth does not become unrestrained. As per the design objective of DDO 11, &quot;To develop the centre in a way that conserves and enhances its valued urban character and heritage places.&quot; It is Council’s intention to ensure the urban character of Well Street is retained, hence the</td>
</tr>
<tr>
<td>Submission 9</td>
<td>Does not support the amendment</td>
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<td></td>
<td>The submitter has raised a question in relation to the exhibition documentation and the explanatory report, one of which outlines 25 additional car parking spaces and the other 19 car parking spaces to be provided.</td>
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<tr>
<td></td>
<td>The submitter considers that the amendment promotes car based travel to the activity centre is contrary to State and Local policy which seeks to encourage reduced reliance on private car based travel. In considering the strategic context of the site, the amendment fails to respond to the strategic directives relating to transport, car parking and activity centre planning as listed in the submission.</td>
</tr>
<tr>
<td></td>
<td>The Transport Integration Act 2010 discourages the land use outcomes Council is seeking to facilitate, and is not consistent with the intent of the amendment.</td>
</tr>
<tr>
<td></td>
<td>Council’s Integrated Transport Strategy 2019-2028 does not support the outcomes to be delivered through Amendment C165, as it does not discourage car ownership and dependency, does not promote more sustainable land use outcomes into the future and is likely to contribute to increased congestion.</td>
</tr>
<tr>
<td></td>
<td>The expansion of the existing car park into 7 Well Street will detract from the character of Well Street and the broader area, resulting in a number of off-site amenity impacts on nearby residentially zoned land.</td>
</tr>
<tr>
<td></td>
<td>There is no net community benefit associated with the proposed amendment when considering the limited public benefits of 19 additional car parks versus the potential amenity impacts the car park expansion will generate.</td>
</tr>
<tr>
<td></td>
<td>The submitter considers that Council would be better off investigating the funds needed to pursue the amendment and construct the additional parking into investigating new parking technologies that can be adopted across Bayside’s various activity centres.</td>
</tr>
<tr>
<td></td>
<td>The submitter questions whether the use and development of car parking at 5 and 7 Well Street represents the highest and best of the land.</td>
</tr>
<tr>
<td></td>
<td>proposed additional car parking has been designed to be of minimal amenity impact.</td>
</tr>
<tr>
<td></td>
<td>Objection to the amendment is noted. In regards to the submitter’s query, the number of additional car parking spaces to be provided for has been subject to change due to the design and layout being amended, most recently in response to submitter concerns. Since exhibition, the layout has been altered further and now proposes 22 car parking spaces for construction. This has been amended to provide for further retention of existing trees upon the site, the creation of 4 garden beds, and vertical landscaping and fencing upon the eastern boundary.</td>
</tr>
<tr>
<td></td>
<td>Car based travel is not of Councils priority or promotion, and in response to the submitters comments in relation to the amendments failure to respond to the strategic directives, it is noted that the purpose of additional car parking is to provide car parking for those who need it. As aforementioned and as per Clause 21.09 (Transport and Access) of the Bayside planning scheme MSS, ‘Council is committed to providing residents and their visitors with a reasonable likelihood of parking in close proximity to their home, while preserving access for other legitimate road users such as shoppers, traders, disabled persons, workers and commuters in areas of high on-street parking demand. Commuter parking is primarily the responsibility of Public Transport Victoria, with Council playing an advocacy role.’</td>
</tr>
<tr>
<td></td>
<td>Council encourages the reduction of private car based travel, but it is also important to understand that it is still a vital travel option for</td>
</tr>
</tbody>
</table>


In the event Council determines to pursue the amendment, the submitter requests that Council considers the following:
- Restricting the use of the car park to between 7am and 10pm, to assist in managing off-site amenity impacts;
- Include a condition in the Schedule to the Public Use Zone which provides for:
  - A 3m wide landscaping strip along Well Street;
  - An acoustic fence up to 2m in height adjacent to the south-eastern side boundary;
  - Any building structures erected to comply with the setback requirements of B6 of ResCode from south-western side boundary and B17 from the south-eastern side boundary;
  - Any lighting associated with the use to be baffled to manage light spill.

The submitter considers that if the amendment proceeds, parking restrictions should be installed along the south-western side of Well Street for resident use only. This is consistent with Council's past Strategy Plan for Brighton activity centres, where it was considered that this would assist with managing parking issues in the centre.

CCTV monitoring should be installed to ensure safety for pedestrians of the nearby crossing and users of the car park. This would also assist with managing potential off-site amenity impacts.

many of our residents and users of the MAC, and that this too is an objective of the Transport Integration Act 2019. As per section 11 of the Act, it is Council's role to facilitate better access to and greater mobility within local communities and maximising access to residence, employment, markets, services and recreation. Council is committed to providing residents and visitors a choice of transportation, and this is just one of our integrated transport actions. Council is also undertaken other actions that are more focussed on improving cycling and pedestrian facilities. This includes the installation of a bike repair station on the Bay Trail, footpath and bike path installation and upgrades in Brighton and advocacy to the State Government to improve train frequency on the Sandringham Rail Line.

The layout of the car park has been amended to ensure that the character of Well Street will not be impacted upon. As aforementioned, a number of landscaping features are to be implemented.

In regards to the submitters recommendation to utilise Council's budget to investigate new parking technologies, this is a project currently being carried out by our Transport and Sustainability team, and it was recommended to undertake a 6 month trial of the sensor technology in and around the Church Street MAC, including the existing car park at 5 Well Street. This was resolved at Council's Ordinary meeting on 25 June 2019.
Further, many of the recommendations from the submission have been taken on board to the best of Council’s abilities;
- Landscaping to be provided for upon the street frontage and upon the western boundary adjoining 5 Well Street;
- A timber paling fence with vertical landscaping to be provided upon the south-eastern side boundary. It is not proposed as acoustic as this is not a necessary requirement given the number of car parks to be created, the nature of the use only being a car park, and that this is within a Major Activity Centre (not adjoining industrial or a highly trafficable street);
- Lighting is only proposed upon the western boundary adjoining the existing car park, and would not impact on the surrounding residential dwellings;
- No building or structures are proposed to be erected.

Operational hours and CCTV monitoring of the car park are being discussed with Council officers and will be further considered and recommended as part of the ongoing use of the car park.

Last but not least, Council will be further investigating the design layout of the car park and whether cyclist facilities can also be catered for.

| Submission 10 | Does not support the amendment | Objection of the amendment is noted. Whilst Council can apply for a car park to be developed upon the site within its existing |
The submitter does not support the rezoning, as the submitter understands that a car park can be accommodated within the current zone affecting the site.

The submitter considers that the Public Use Zone provides a potential threat to the future use of land in Well Street, resulting in a possible reduction to the character of this residential street.

zoning designation, it would be a Section 2 use and would require a permit to be obtained. This process was considered, however it was overruled as the undertaking of a planning scheme amendment is a more transparent approach.

In regards to the submitters concern on the potential threat and reduction of character of Well Street, it is noted that the site will not detract any more than the site within its existing state. Furthermore, the layout of the car parking has been amended to maximise the retention of vegetation and beautify the site to be in sync with the residential street. The redevelopment of 7 Well Street proposes that;

- Landscaping (including 4 garden beds)
  to be provided for upon the street
  frontage and upon the western
  boundary adjoining 5 Well Street, and
- A timber paling fence with vertical landscaping to be provided upon the south-eastern side boundary. It is not proposed as acoustic as this is not a necessary requirement given the number of car parks to be created.

<table>
<thead>
<tr>
<th>Submission 11</th>
<th>Does not support the amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>The submitter considers that the Public Use Zone provides a potential threat to the future use of land in Well Street, resulting in a possible reduction to the character of this residential street and a devaluation of property.</td>
<td></td>
</tr>
</tbody>
</table>

Objection to the amendment is noted. As aforementioned, the layout of the car park has been amended to maximise the retention of vegetation. The redevelopment of 7 Well Street proposes that;

- Landscaping (including 4 garden beds)
  to be provided for upon the street
  frontage and upon the western
  boundary adjoining 5 Well Street, and
Attachment 1 – Amendment C165 – Officer response to submissions

<table>
<thead>
<tr>
<th>Submission 12</th>
<th>Does not support the amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The submitter does not support the rezoning, as the submitter understands that a car park can be accommodated within the current zone affecting the site.</td>
</tr>
<tr>
<td></td>
<td>The submitter considers that the Public Use Zone provides a potential threat to the future use of land in Well Street, resulting in a possible reduction to the character of this residential street.</td>
</tr>
</tbody>
</table>

<p>|               | Objection of the amendment is noted. The car park does not meet the conditions of its current zoning designation (General Residential Zone Schedule 2) and is prohibited. Hence, Council is undertaking this planning scheme amendment to accommodate for the car park. |
|               | In regards to the submitters concern on the potential threat and reduction of character of Well Street, it is noted that the site will not detract any more than the site within its existing state. Furthermore, the layout of the car parking has been amended to maximise the retention of vegetation and beautify the site to be in sync with the residential street. The redevelopment of 7 Well Street proposes that; |
|               | - Landscaping (including 4 garden beds) to be provided for upon the street frontage and upon the western boundary adjoining 5 Well Street; and |
|               | - A timber paling fence with vertical landscaping to be provided upon the south-eastern side boundary. It is not proposed as acoustic as this is not a necessary requirement given the number of car parks to be created. |</p>
<table>
<thead>
<tr>
<th>Submission 13</th>
<th>Does not support the amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>The submitter does not support the application of the Public Use Zone as the submitter considers that this will remove their ability from having any input into future development or use at the subject site.</td>
<td></td>
</tr>
<tr>
<td>The rezoning and expansion of the car park will result in detrimental amenity impacts from the submitter's residence.</td>
<td></td>
</tr>
<tr>
<td>The submitter considers that the proposal for additional car parking is contrary to State and Local Planning Policy which encourages sustainable travel, whereas the proposal will only increase congestion.</td>
<td></td>
</tr>
</tbody>
</table>

| Objection of the amendment is noted. |
| The amendment has been undertaken as per the ministerial requirements of the Planning and Environment Act. Notably, if the amendment is adopted, it is Council's intention to develop additional car parking upon the site. Prior to this construction, the community would again be consulted. |
| Council understands the submitters concern that the additional car parking may result in detrimental amenity impacts, however this is not Council's intentions, and as aforementioned, various measures are being put in place to ascertain this. The fencing upon the adjoining boundary as well as the retention of trees will provide for screening of the car park. |
| In relation to the submitters concern that the amendment is contrary to State and Local Planning Policy, Clause 21.09 (Transport and Access) of the Bayside planning scheme MSS is referred to, 'Council is committed to providing residents and their visitors with a reasonable likelihood of parking in close proximity to their home, while preserving access for other legitimate road users such as shoppers, traders, disabled persons, workers and commuters in areas of high on-street parking demand. Commuter parking is primarily the responsibility of Public Transport Victoria, with Council playing an advocacy role.' |
| Council encourages the reduction of private car based travel, but it is also important to understand that it is still a vital travel option for many of our residents and users of the MAC.
and that this too is an objective of the Transport Integration Act 2010. As per section 11 of the Act, it is Council’s role to facilitate better access to and greater mobility within local communities and maximising access to residence, employment, markets, services and recreation.

As a strategy of Clause 18.01-1S (Land use and transport planning), urban development should be planned to make jobs and services more accessible by:
- **Ensuring equitable access is provided to developments in accordance with forecast demand, taking advantage of all available modes of transport and to minimise adverse impacts on existing transport networks and the amenity of surrounding areas.**

With this in mind, the additional car parking is considered to be of a small amount that in essence, will help ensure transport measures are put in place where they are most needed.

Last but not least, Council will be further investigating the design layout of the car park and whether cyclist facilities can also be catered for.

<table>
<thead>
<tr>
<th>Submission 14</th>
<th><strong>Supports the amendment</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The submitter strongly supports the amendment.</td>
</tr>
<tr>
<td></td>
<td>The submitter notes that with the forecast population growth for Bayside and the activity centre, and in order to provide access for residents who are not within walking distance of the centre, additional car parking is required.</td>
</tr>
</tbody>
</table>

|               | Support for the amendment is noted. |
Attachment 1 – Amendment C165 – Officer response to submissions

<table>
<thead>
<tr>
<th>Item 10.4 – Reports by the Organisation</th>
<th>Page 53 of 253</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Submission 15</th>
<th>Does not support the amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>The submitters do not support the application of the Public Use Zone as the submitters consider that this will remove their ability from having any input into future development or use at the subject site.</td>
<td></td>
</tr>
<tr>
<td>The submitters consider that the proposal for additional car parking is contrary to State and Local Planning Policy which encourages sustainable travel, whereas the proposal will only increase congestion.</td>
<td></td>
</tr>
<tr>
<td>The rezoning and expansion of the car park will result in detrimental amenity impacts from the submitters residence.</td>
<td></td>
</tr>
</tbody>
</table>

<p>| | Objection of the amendment is noted. |
| | The amendment has been undertaken as per the ministerial requirements of the Planning and Environment Act. Notably, if the amendment is adopted, it is Council’s intention to develop additional car parking upon the site. Prior to this construction, the community would again be consulted. |
| | Council understands the submitters concern that the additional car parking may result in detrimental amenity impacts, however this is not Council’s intentions, and as aforementioned, various measures are being put in place to ascertain this. The fencing upon the adjoining boundary as well as the retention of trees will provide for screening of the car park. |
| | In relation to the submitters concern that the amendment is contrary to State and Local Planning Policy, Clause 21.09 (Transport and Access) of the Bayside planning scheme MSS is referred to, “Council is committed to providing residents and their visitors with a reasonable likelihood of parking in close proximity to their home, while preserving access for other legitimate road users such as shoppers, traders, disabled persons, workers and... |</p>
<table>
<thead>
<tr>
<th>Submission 16</th>
<th>Does not support the amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>The submitter does not support the rezoning, as the submitter understands that a car park can be accommodated within the current zone affecting the site.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>(Space for attachment)</th>
</tr>
</thead>
</table>

Council encourages the reduction of private car based travel, but it is also important to understand that it is still a vital travel option for many of our residents and users of the MAC, and that this too is an objective of the Transport Integration Act 2019. As per section 11 of the Act, it is Council’s role to facilitate better access to and greater mobility within local communities and maximise access to residence, employment, markets, services and recreation.

As a strategy of Clause 18.01-1S (Land use and transport planning), urban development should be planned to make jobs and services more accessible by:

- Ensuring equitable access is provided to developments in accordance with forecast demand, taking advantage of all available modes of transport and to minimise adverse impacts on existing transport networks and the amenity of surrounding areas.

With this in mind, the additional car parking is considered to be of a small amount that in essence, will help ensure transport measures are put in place where they are most needed.
### Attachment 1 – Amendment C165 – Officer response to submissions

<table>
<thead>
<tr>
<th>Item 10.4</th>
<th>Reports by the Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Submission 17</strong></td>
<td>Does not support the amendment</td>
</tr>
<tr>
<td>The submitter considers that the Public Use Zone provides a potential threat to the future use of land in Well Street, resulting in a possible reduction to the character of this residential street.</td>
<td>The process was considered, however it was overruled as the undertaking of a planning scheme amendment is a more transparent approach. In regards to the submitters concern on the potential threat and reduction of character of Well Street, it is noted that the site will not detract any more than the site within its existing state. Furthermore, the layout of the car parking has been amended to maximise the retention of vegetation and beautify the site to be in sync with the residential street. The redevelopment of 7 Wall Street proposes that;</td>
</tr>
<tr>
<td>- Landscaping (including 4 garden beds) to be provided for upon the street frontage and upon the western boundary adjoining 5 Well Street; and</td>
<td></td>
</tr>
<tr>
<td>- A timber paling fence with vertical landscaping to be provided upon the south-eastern side boundary. It is not proposed as acoustic as this is not a necessary requirement given the number of car parks to be created.</td>
<td></td>
</tr>
<tr>
<td>Objection of the amendment is noted. Council understands the submitters concern that the amenity and character of Well Street would be impacted. However, the redevelopment of the car park will not detract any more than the site within its existing state. Furthermore, the layout of the car parking has been amended to maximise the retention of vegetation and beautify the site to be in sync with the residential street. The redevelopment of 7 Wall Street proposes that;</td>
<td></td>
</tr>
</tbody>
</table>
Attachment 1 – Amendment C165 – Officer response to submissions

<table>
<thead>
<tr>
<th>Submission 18</th>
<th>Does not support the amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>As a semi-regular visitor to the Church Street MAC, the submitter makes a conscious decision to travel from another suburb to the centre by public transport or other sustainable methods in order to avoid adding to congestion. Proposing a new car park is not consistent with Council’s strategic objectives in relation to sustainable transport. The submitter considers that building another car park will not solve parking problems or congestion, but will exacerbate those existing problems. The submitter acknowledges traders views that increased car parking will bring increased patronage to activity centres, however the submitter highlights there are multiple examples where this is not the case and increased patronage has been an outcome of investment in more sustainable transport. The lack of bicycle infrastructure is a barrier to promoting sustainable travel, with bike racks regularly being used for other purposes, restricting their use by cyclists. The submitter outlines that increased growth will lead to increased congestion unless Council invests in more sustainable travel infrastructure to truly encourage behaviour change.</td>
</tr>
<tr>
<td></td>
<td>- Landscaping (including 4 garden beds) to be provided for upon the street frontage and upon the western boundary adjoining 5 Well Street, and</td>
</tr>
<tr>
<td></td>
<td>- A timber palisade fence with vertical landscaping to be provided upon the south-eastern side boundary. It is not proposed as acoustic as this is not a necessary requirement given the number of car parks to be created.</td>
</tr>
<tr>
<td></td>
<td>Objection of the amendment is noted. Whilst the additional car parking will provide for private use transport methods, Council is undertaking other projects that promote and encourage other sustainable transport methods. It is Council’s intentions to provide for a whole of centre approach to parking policies in activity centres, which is consistent with the following strategic objectives, Clause 21.09 (Transport and Access) of the Bayside planning scheme MSS is referred to, ‘Council is committed to providing residents and their visitors with a reasonable likelihood of parking in close proximity to their home, while preserving access for other legitimate road users such as shoppers, traders, disabled persons, workers and commuters in areas of high on-street parking demand. Commuter parking is primarily the responsibility of Public Transport Victoria, with Council playing an advocacy role’. Council encourages the reduction of private car based travel, but it is also important to understand that it is still a vital travel option for many of our residents and users of the MAC, and that this too is an objective of the Transport</td>
</tr>
</tbody>
</table>
### Attachment 1 – Amendment C165 – Officer response to submissions

<table>
<thead>
<tr>
<th>Item</th>
<th>Reports by the Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.4</td>
<td>Integration Act 2010. As per section 11 of the Act, it is Council’s role to facilitate better access to and greater mobility within local communities and maximising access to residence, employment, markets, services and recreation. Furthermore, as a strategy of Clause 18.01-1S (Land use and transport planning), urban development should be planned to make jobs and services more accessible by:</td>
</tr>
<tr>
<td></td>
<td>- Ensuring equitable access is provided to developments in accordance with forecast demand, taking advantage of all available modes of transport and to minimise adverse impacts on existing transport networks and the amenity of surrounding areas.</td>
</tr>
<tr>
<td></td>
<td>Last but not least, Council will be further investigating the design layout of the car park and whether cyclist facilities can also be catered for.</td>
</tr>
</tbody>
</table>

#### Submission 19

**Does not support the amendment**

The submitter does not support the amendment as the submitter considers that the car park can be constructed under the current zone.

The submitter considers that the residential nature of the street should be retained.

**Objection of the amendment is noted. Whilst Council can apply for a car park to be developed upon the site within its existing zoning designation, it would be a Section 2 use and would require a permit to be obtained. This process was considered, however it was overruled as the undertaking of a planning scheme amendment is a more transparent approach.**

The proposed layout of the additional car park intends to be as much in sync with the residential nature of the street as possible, noting that the land is Council-owned, in a MAC and has an adjoining existing use as a car park.
### Attachment 1 – Amendment C165 – Officer response to submissions

<table>
<thead>
<tr>
<th>Submission 20 (Petition)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Does not support the amendment</strong></td>
<td></td>
</tr>
<tr>
<td>This submission is a petition signed by 324 persons requesting that Council designate 7 Well Street, Brighton, as public open space with children’s playground facilities. Whilst the petition does not make specific reference to the Planning Scheme Amendment or the use of the site for a car park on the pages that have been signed, the cover letter signed by the head petitioner makes reference to the opposition to the rezoning and future use of 7 Well Street for car parking.</td>
<td></td>
</tr>
</tbody>
</table>

|  | **Hence, it is unlikely to be developed as a residential dwelling.** |
|  |  |
|  | **Objection of the amendment is noted. Council acknowledges that the petition has gathered many signatures in support of the creation of open space at 7 Well Street however it is uncertain whether all those that signed the petition were informed of Councils preparation of this amendment.** |
|  |  |
|  | **There is a shortfall in public open space within the MAC, and this has been identified within the suburb analysis and action plan. However, 7 Well Street is not of an appropriate size to accommodate a sufficient open space area. As made mention to within the suburb analysis and action plan, a number of the open spaces in Brighton that already exist are not able to be easily used by the wider community for a wide range of recreational and relaxation activities. Furthermore, if open space and children’s playground facilities were provided for, this may contribute to further traffic congestion and parking upon the street.** |
Executive summary

Purpose and background
The purpose of this report is to present Council with information about gambling through Electronic Gambling Machines (EGMs) in Bayside. The report presents information on EGM venues, machine numbers, annual expenditure and loss per adult resident.

A budget submission to Council’s 2019/20 budget was received from the Alliance for Gambling Reform. The Alliance for Gambling Reform is a collaboration of 21 Councils from across Victoria with a shared concern of the harmful aspects of gambling and its normalisation in Australian culture. The submission requested Council to allocate $15,000 to partner and join the Alliance as a financial member in 2019/20. In response to this request, Council advised the Alliance to seek financial support through Council’s Community Grants Program.

Key issues

Electronic Gambling Machine Venues in Bayside

There are five EGM venues located within the Bayside municipality with a total of 235 licenced EGMs. Of these 235 licenced EGMs, 208 are currently in use. These venues are scattered across the municipality and include: Hampton Bowls Club, Marine Hotel, Milano’s Hotel, Hotel Newbay and Sandringham Hotel.

Bayside has less venues and less EGMs compared to neighbouring municipalities: Glen Eira (11 venues with 778 machines), Kingston (16 venues with 898 machines) and Port Phillip (10 venues with 373 machines). Bayside has 2.8 EGMs per 1000 adults which is well below the municipal limit ratio of 10 EGMs per 1000 adults set by the Victorian Commission for Gambling and Liquor Regulation.

Table 1: Overview of EGM venues in Bayside

<table>
<thead>
<tr>
<th>Venue</th>
<th>Address</th>
<th>Hours of operation</th>
<th>Licensed EGM’s</th>
<th>Venue type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hampton Bowls Club (Council owned land)</td>
<td>Cnr Fewster Road and Earlsfield Road, Hampton VIC</td>
<td>11am-midnight</td>
<td>30</td>
<td>Club</td>
</tr>
<tr>
<td>Marine Hotel</td>
<td>215 New Street, Brighton VIC</td>
<td>9am-3am</td>
<td>50</td>
<td>Hotel</td>
</tr>
<tr>
<td>Milano’s Hotel</td>
<td>4 The Esplanade, Brighton VIC</td>
<td>9am-5am</td>
<td>60</td>
<td>Hotel</td>
</tr>
<tr>
<td>Hotel Newbay</td>
<td>329 New Street, Brighton VIC</td>
<td>9am-1am</td>
<td>50</td>
<td>Hotel</td>
</tr>
<tr>
<td>Sandringham Hotel</td>
<td>118 Beach Road, Sandringham VIC</td>
<td>9am-5am</td>
<td>45</td>
<td>Hotel</td>
</tr>
</tbody>
</table>

Expenditure on EGM use

In 2018/19, the total expenditure (also known as actual losses) on EGMs in Bayside was $12.6 million. While this is a substantial amount, it is low in comparison to neighbouring municipalities including Glen Eira $68.2 million, Kingston $79 million and Port Phillip $26.1 million.
The Bayside municipality is currently ranked 42 out of 79 local government areas regarding total losses on EGMs in Victoria. Over the last eight years Bayside has seen a steady decrease in expenditure on EGMs.

Table 2: Expenditure in Bayside 2010 – 2019

<table>
<thead>
<tr>
<th>Financial year</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010 – 2011</td>
<td>$18,161,762</td>
</tr>
<tr>
<td>2011 – 2012</td>
<td>$18,137,210</td>
</tr>
<tr>
<td>2012 – 2013</td>
<td>$15,823,311</td>
</tr>
<tr>
<td>2013 – 2014</td>
<td>$15,788,451</td>
</tr>
<tr>
<td>2014 – 2015</td>
<td>$15,813,241</td>
</tr>
<tr>
<td>2015 – 2016</td>
<td>$13,615,020</td>
</tr>
<tr>
<td>2016 – 2017</td>
<td>$14,710,079</td>
</tr>
<tr>
<td>2017 – 2018</td>
<td>$15,378,669</td>
</tr>
<tr>
<td>2018 – 2019</td>
<td>$12,699,784</td>
</tr>
</tbody>
</table>

In 2017/18, the average annual spend on EGMs in Bayside was $188 per adult compared to Glen Eira $638 per adult, Kingston $667 per adult and Port Phillip $282 per adult.

Recent data highlights that individuals with lower income spend a greater proportion of their annual income on gambling than higher income individuals (10% of low income versus 1% of high income spent on gambling). In Bayside, there is a large percentage of adults who earn above the median income and are considered high income earners (40%), compared to low income earners (22%).

New trends and emerging issues
Current research identifies new trends with online gambling in Victoria. There has been a shift in the amount of people participating in traditional gambling methods such as EGMs to online video games and mobile phone apps, in particular with young people. A 2018 review of 22 popular video games used by young people in Australia found that six games met the criteria for gambling and gambling addiction.

Council's role
Council currently works in partnership with Gambler’s Help Southern, a program run by Connect Health & Community on behalf of Gambler’s Help Victoria, to reduce the harmful aspects of gambling and its normalisation in Australian culture. The necessary guidance regarding the requirements for the provision of gaming machines is provided within Clauses 22.09 (Gaming Policy), 52.28 (Gaming) and the schedule to Clause 52.28 (Gaming) of the Bayside Planning Scheme.

Conclusion
Gambling through EGMs can have significant impacts on the health and wellbeing of individuals, families and communities. It is important that Council continues to work in partnership with Gambler’s Help Southern, to reduce the harmful aspects of both EGMs and online gambling for the Bayside community.

The Alliance for Gambling Reform is encouraged to seek financial support through Council’s Community Grants Program to support localised initiatives which are guided by the Grants Policy (2019).
Recommendation
That Council encourages the Alliance for Gambling Reform to make an application to Council’s Community Grants Program to support initiatives to reduce gambling within Bayside.

Support Attachments
Nil
Considerations and implications of recommendation

Liveable community

Social
The use of EGMs can have significant impacts on the health and wellbeing of individuals, families, communities and strength of local economies.

The recommendation will ensure Council’s funds are spent on supporting gambling reform initiatives directly within Bayside. This will enable a more targeted approach to gambling reform in Bayside that will strengthen community capacity and meet community needs in line with Council’s Grants Policy (2019).

Natural Environment
There are no natural environment considerations associated with the recommendation in this report.

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

Customer Service and Community Engagement
The Community Wellbeing team will liaise directly with the Alliance for Gambling Reform to help support an application to Council’s Community Grants Program.

Council will continue to work with Gambler’s Help Southern to reduce harmful aspects of gambling including EGMs and online gambling.

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
Council’s Community 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 1989 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
A budget submission to Council’s 2019/20 budget was received from The Alliance for Gambling Reform. The submission requested Council to allocate $15,000 to partner and join The Alliance as a financial member in 2019/20. Council advised that the Alliance seek financial support through Council’s Community Grants Program.

Links to Council policy and strategy
The partnership 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”.

Item 10.5 – Reports by the Organisation
A partnership with The Alliance for Gambling Reform supports the implementation of the Wellbeing for All Ages and Abilities Strategy 2017-2021 (WAAA) and the Community Grants Program.
**Executive summary**

**Purpose and background**

The purpose of this report is to present a progress report (Attachment 1) on the implementation of the Carbon Neutrality Action Plan 2018-2020.


Council’s Carbon Neutrality Action Plan sets the direction and specifies actions so Council can achieve its commitment to be ‘Carbon Neutral’ by 2020. Carbon neutrality is achieved when the net greenhouse gas emissions associated with an organisation’s activities, products, services and events are equal to zero.

Achieving the carbon neutrality goal requires considered planning and decision-making across Council’s various services, such as sustainable infrastructure (design, construction, operations and maintenance), procurement and fleet policy. A quantified inventory of Council’s greenhouse gas emissions must be assessed to ensure Council meets its commitment. Implementation of the Plan also meets Council’s responsibilities under the Local Government Act 1989 and Climate Change Act 2017.

The outcomes of achieving ‘carbon neutrality’ through the Plan are:

- **Avoidance** of greenhouse gas emissions as Council activities and processes are aligned to this goal;
- **Reduction** of greenhouse gas emissions through improved energy efficiency in Council buildings and other assets;
- **Switching** from fossil fuel-based energy generation to renewable energy, including the installation of renewable energy on Council buildings, as well as sourcing renewable energy and less greenhouse gas intensive fuels through procurement; and
- **Offset** of residual greenhouse gas emissions.

At the Ordinary Meeting of Council on 28 October 2008, Council committed to be carbon neutral for its operations by 2020. Since then, works to upgrade streetlights and buildings to improve energy efficiency have occurred, and the construction of new buildings has included a focus on minimising energy use, installing renewable energy, improving thermal comfort, and research to identify further opportunities to achieve carbon neutrality.

Adoption of the Climate Change Strategy in 2012 further reinforced Council’s commitment to become carbon neutral and the Environmental Sustainability Framework adopted in May 2016 included an action to develop and implement a Carbon Neutrality Action Plan.


**Key issues**

The Carbon Neutrality Action Plan details the actions required to achieve Council’s ‘carbon neutral’ goal, with costs and greenhouse gas emission reductions of each action.

**Path to Carbon Neutrality**

Council’s pathway to meet the ‘carbon neutral’ goal presented in the Plan uses the *Avoid, Reduce, Switch* and *Offset* approach to prioritise actions.
This approach maximises the reduction of greenhouse gas emissions, focussing on reducing emissions from sources that Council directly controls, and/or can be accurately measured. Priority is placed on funding activities that will directly reduce energy use and the reliance on fossil fuels, at the lowest cost of greenhouse gas abatement. This approach allows the purchase of renewable energy for ongoing electricity once maximum energy efficiency has been achieved. It also allows for social and economic benefits from investment in offsets to residual greenhouse gas emissions. Purchase of offsets is a ‘last resort’ action to achieve carbon neutrality in this approach.

Work involved in implementing the Plan
The following activities broadly describe the actions to implement the Plan:

- Behaviour Change – educating and enabling Council staff, contractors, building users, and service providers to reduce their environmental impact;
- Capital Works – installing more energy efficient technology and renewable energy to improve Council’s buildings and assets;
- Procurement – buying goods and services that reduce our environmental impact, and purchasing offsets; and
- Monitoring and Reporting – demonstrating to the community that Council is accurately measuring its progress.

Implementation requires actions involving many internal and some external stakeholders.

What has been achieved since 2018?
The following activities have been implemented from the Carbon Neutrality Action Plan:

- Through the South East Councils’ Climate Change Alliance (SECCCA) and Procurement Australia, Council has committed to two power purchase agreements for renewable energy, to supply all of Council’s electricity use from 2020. These agreements will see electricity procured from renewable energy facilities within Victoria over the next ten years;
- A major lighting upgrade project at the Corporate Centre was completed, which reduced greenhouse gas emissions by 50 tCO₂-e. Lights were upgraded to use 50% less electricity and provide greater lighting output;
- Solar power installed at the Highett Children’s Centre, Highett Community House, Bayside Men’s Shed and Bayside Nursery will produce 36% of the electricity used at these sites;
- 282 solar panels (totalling 75 kilowatts) were installed at 8 Council buildings, including 7 early childhood centres;
- A feasibility study for solar panels was undertaken on 11 buildings. Seven buildings will have 35kW capacity of solar installed in 2019/20;
- Council promoted renewable energy in the community through a forum on solar power in March 2019 with over 150 attendees, co-hosted with Kingston City Council;
- Council currently has 26 hybrid fleet vehicles. This brings the fleet in line with Objective 4 of the Carbon Neutrality Action Plan 2018-2020 to reduce greenhouse gas emissions intensity of Council’s fleet and staff travel, by 30% compared to 2012/13;
- Reverse cycle heating and cooling systems were replaced at Beaumaris Maternal Child Health Centre in May 2018, reducing annual energy usage by over 700kwh compared to 2017/18;
- Hot water units at the Bayside Men’s Shed, Hampton Library and Beaumaris Library were improved by adjusting the timers to when the buildings are occupied and reducing the temperatures to ensure safety for building users;
- The Environmentally Sustainable Design (ESD) Matrix was developed to provide ESD requirements for design briefs to include in building projects; and
- Investigations to assess the feasibility of battery storage in Council facilities were undertaken. The assessment recommended waiting for prices to lower so payback periods were acceptable.

Attachment 2 shows Council’s current greenhouse gas emissions and the path to achieving carbon neutrality through implementation of the Plan.

**Verification and Certification**

The National Carbon Offset Standard (NCOS) for Organisations is a voluntary standard to manage greenhouse gas emissions and to achieve carbon neutrality. This standard will be used to assess Council’s greenhouse gas emissions status in 2020.


**Recommendation**

That Council:


**Support Attachments**

Considerations and implications of recommendation

Liveable community

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

This is demonstrated by the feedback reviewed from the community when Council developed the Community Plan 2025.

Natural Environment
The goal of becoming carbon neutral is directly aimed at addressing risks to the natural environment by contributing to the reduction of the harmful impacts of climate change on humans and natural systems.

Built Environment
Actions to achieve carbon neutrality will improve resource efficiency of Council's building stock and reduce energy related running costs.

Customer Service and Community Engagement
The Carbon Neutrality Action Plan 2018-2020 was informed by a community engagement plan and process, draft Carbon Neutrality Action Plan 2018-2020 was released for consultation between 18 December 2017 and 5 February 2018. The primary objectives of the engagement process were to:

- Educate the community on Council’s commitment to achieving carbon neutrality by 2020;
- Identify the level of expenditure on residual greenhouse offsets acceptable to the community; and

Human Rights
The reduction of carbon emissions resulting from Council’s operations is not considered to breach or infringe upon the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal
Council is not legally required to be carbon neutral. Should Council seek certification as a carbon neutral organisation in 2020, it would need to meet the requirements of the National Carbon Offset Standard.

The Local Government Act 1989 is being reviewed. The current Bill includes a proposed change to Part 2, Division 1, ‘Role and Powers of a council’ to include a change to one of the overarching governance principles to which a Council must give effect in the performance of its role. This new governance principle includes consideration of climate change, as follows: ‘the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted’. Implementation of the Carbon Neutrality Action Plan will meet this governance principle.

Also relevant to Council responsibilities is the Climate Change Act 2017 which relates to Council pledges, a statement made under section 46 in respect of the reductions of greenhouse gas emissions caused or otherwise influenced by a Council. Clause 47 specifies what is to be included in the pledge:
(a) a description of actions to be undertaken by the Council over the next five years that are reasonably expected to contribute to the reduction of greenhouse gas emissions caused or otherwise influenced by the Council; and

(b) a reasonable estimate of the total level of greenhouse gas emissions reductions expected to result from the implementation of those actions.

The Carbon Neutrality Action Plan was developed to meet these specifications. Pledging to implement the Carbon Neutrality Action Plan through the ‘Take2’ program will meet Council’s responsibilities under the Climate Change Act.

Finance

The costs to implement the Action Plan were estimated at approximately $2,441,000 from 2017-2020. Ongoing annual costs were estimated to range between $77,500 and 203,500, depending on the price and range of offsets.

The 2018-2020 costs identified were covered within the Long Term Financial Plan. In the medium to long term, renewable energy and energy efficiency will provide a buffer from rising energy costs.

Certification as a carbon neutral organisation provides credibility to carbon neutrality claims, but comes at a cost of approximately $10,000 annually, with biannual certification costs of $2,500. These costs would not be required until 2020 and only if Council seeks carbon neutrality certification.

Note that costs do not include the planning and upgrade of VicRoads lighting, estimated at $825,000. This capital cost is expected to be covered by VicRoads funding.

Links to Council policy and strategy

A strategy in Goal 5 of the Council Plan 2017-21 states that Council will: “Achieve carbon neutrality by 2020”.

The Community Plan also sets the aspiration that Council will be an environmental steward, “showing leadership and upgrading its facilities to minimise environmental impact”.

Council’s adoption of the Climate Change Strategy in 2012 includes a commitment to achieve carbon neutrality by 2020. Achieving carbon neutrality is also an action in Council’s Environmental Sustainability Framework.
Objective 1 – Avoid greenhouse gas emissions, by enabling Council staff to change behaviour and contribute to the achievement of Council’s carbon neutrality goal

Measure(s): Programs, resources and support developed and used by Council staff; Carbon Neutral goal is reflected in decision-making at Council, in particular in procurement and capital works programs.

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<tr>
<th>Action Item No</th>
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<tbody>
<tr>
<td>1.1</td>
<td>Engage building users to support energy efficient use of buildings</td>
<td>Staff engaged through the induction process, internal communications and the ‘Green Money’ staff behaviour change program. Key messages have included: switching off lights and computer screens, and avoiding personal heaters.</td>
<td>Ongoing</td>
<td>100% for 2018/19</td>
<td>On Track</td>
</tr>
<tr>
<td>1.2</td>
<td>Gather information on travel to and from work and travel for meetings</td>
<td>A Staff Travel Survey has been released with over 120 responses from staff. The information gathered highlighted how staff travel to and from work, and barriers to more sustainable transport options. Work myki trips and fleet data has been used to monitor travel for meetings.</td>
<td>Ongoing</td>
<td>100% for 2018/19</td>
<td>On Track</td>
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<tr>
<td>1.3</td>
<td>Introduce activities as identified in the Green Travel Plan</td>
<td>Sustainable transport initiatives introduced include the introduction of 3 electric bicycles, Myki passes for work travel, and promotion of Ride2Work Day. The Green Travel Plan will be revised in 2019/20 and further activities will be introduced.</td>
<td>Ongoing</td>
<td>100% for 2018/19</td>
<td>On Track</td>
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<tr>
<td>1.4</td>
<td>Provide support to Council staff to help them ensure that Council’s commitment to carbon neutrality is reflected in Council activities and integrated into procurement decisions</td>
<td>Council has worked with sustainable purchasing consultants to develop a process to capture capital project expenditure on items which reduce environmental impact, e.g. reduce GHG emissions. Council also held a workshop on sustainable purchasing with capital works project managers to understand the requirement to record sustainable procurement.</td>
<td>Ongoing</td>
<td>100% for 2018/19</td>
<td>On Track</td>
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<tr>
<td>1.5</td>
<td>Reduce paper consumption and waste to landfill – Purchase carbon neutral paper to avoid emissions</td>
<td>Paper consumption decreased by 13% between 2017/18 and 2018/19, with 439 less reams of paper purchased. All A4 White paper was certified ‘carbon neutral’ and accounted for 50% of paper purchased. Waste to landfill decreased by 10% between 2017/18 - 2018/19 has with 30 tonnes of waste sent to landfill.</td>
<td>Ongoing</td>
<td>100% for 2018/19</td>
<td>On Track</td>
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</table>
### Objective 2: Reduce greenhouse gas emissions from Council buildings and assets, by 30% compared to 2012/2013

This includes Council owned and operated buildings and other assets, and excludes public street lights.

### Measure: Emissions from buildings reduced from 2467 tCO₂-e to 740 tCO₂-e to 1727 tCO₂-e

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<tr>
<td>2.1</td>
<td>Implement energy efficiency opportunities at Council owned and operated buildings as per audit and feasibility study recommendations. Data Source: Audits (CarbonetX and Ironbark Sustainability)</td>
<td>A major lighting upgrade project at the Corporate Centre North building was completed in June 2018. This upgrade reduced greenhouse gas emissions by 50 tCO₂-e in the past year. In June 2019, the Corporate Centre South building lights were upgraded to efficient LED lighting. Each tube will use over 50% less electricity and provide greater lighting output. A time-clock installed on the domestic hot water circulation pumps reduced energy consumption at the Corporate Centre, by ensuring operation is in line with building occupation. Lighting was upgraded at Brighton Library, with a replacement of the existing HVAC and air handling units. Identified opportunities for HVAC upgrades and improvements scheduled at the Corporate Centre and Brighton Town Hall.</td>
<td>2017/2018 - 2019/2020</td>
<td>60%</td>
<td>On Track</td>
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</table>

<p>| 2.2            | Implement energy efficiency actions identified in previously undertaken audits including improvements made as part of a planned buildings maintenance upgrade program and in accordance with Council’s Sustainable Infrastructure Policy. | Reverse cycle heating and cooling systems were replaced at Beaurns Maternal Child Health Centre in May 2018, reducing annual energy usage by over 700kwh compared to 2017/18. Hot water units at the Bayside Men’s Shed, Hampton Library and Beaurns Library were improved by adjusting the timers to when the buildings are occupied and reducing the temperatures to ensure safety for building users. From an audit of 81 small facilities completed in July 2019, identified actions will be undertaken to improve energy efficiency. | 2017/2018 - 2018/2019 | 40% | On Track |</p>
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<tr>
<th>Action Item No</th>
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<tbody>
<tr>
<td>2.3</td>
<td>Develop guidance on thermal comfort to support energy efficiency actions linked to heating/cooling of buildings.</td>
<td>Thermal Comfort guidelines drafted and feedback provided by OHS officer and Risk Coordinator. Implementation of the policy will be included in the Organisational Strategy Environmental Impact initiative, through a communication plan.</td>
<td>2018</td>
<td>40%</td>
<td>Delayed</td>
</tr>
<tr>
<td>2.4</td>
<td>Develop and implement minimum standards and guidelines to be used for all buildings and assets and identify appropriate rating tools to inform infrastructure planning, design, build and ongoing building use.</td>
<td>A Sustainable Infrastructure Policy was adopted by Council in December 2017. A set of guidelines have been drafted and are being aligned with Council's Project Management Framework to ensure all projects utilise the guidelines effectively.</td>
<td>2017/2018-2018/2019</td>
<td>60%</td>
<td>On Track</td>
</tr>
<tr>
<td>2.5</td>
<td>Develop and maintain technical support for project managers, to ensure infrastructure such as new buildings, building renewals and building maintenance are assessed for sustainability in their design phase.</td>
<td>The SECCA Environmentally Sustainable Design (ESD) Matrix was developed in July 2018. This tool provides ESD requirements for design briefs to include in contracts. The tool has been trialled on a pavilion development project and an early childhood centre project, prior to integration with the Sustainable Infrastructure Policy.</td>
<td>Ongoing</td>
<td>100% for 2018/19</td>
<td>On Track</td>
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**Objective 3: Increase the amount of energy from renewable sources for Council operations, by 30% compared to 2012/2013**

**Measure: Renewable energy increased from 6,908kWh to 8,908kWh**

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<tr>
<th>Action Item No.</th>
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<tbody>
<tr>
<td>3.1</td>
<td>Install renewable energy at Council owned and operated buildings (Information Source: Solar Feasibility Study 2016)</td>
<td>Solar panels have been installed at the Corporate Centre, Beaumaris Library and Beaumaris Community Centre in 2017. In 2017/18, solar panels were installed at the Highett Children’s Centre, Highett Community House, Bayside Men’s Shed and Bayside Nursery. Collectively, 36% of the electricity consumed from these sites comes from our solar panels. In 2018/19, 282 solar panels (totaling 75 kilowatts) were installed at 8 further Council buildings, including 7 early childhood centres. A feasibility study on solar panel installation on 11 Council owned and operated buildings was completed. 7 buildings will have 35kW capacity of solar installed in 2019/20.</td>
<td>2017-2020</td>
<td>60%</td>
<td>On Track</td>
</tr>
<tr>
<td>3.2</td>
<td>Implement monitoring and reporting on renewable energy generation at Council buildings</td>
<td>Council has utilised online monitoring systems to monitor renewable energy production. There are currently 9 large systems monitored. Council has investigated devices to monitor all renewable energy generation to display on one portal.</td>
<td>2018/2019</td>
<td>100%</td>
<td>Delivered</td>
</tr>
<tr>
<td>3.3</td>
<td>Review Procurement Policy to include criteria to require and ensure greenhouse emissions reductions in procurement for building and assets works and contractors</td>
<td>Sustainable Procurement was integrated into Council’s Procurement Policy in June 2018. Criteria specifies the consideration of an organisation’s greenhouse gas emission management</td>
<td>2019</td>
<td>100%</td>
<td>Delivered</td>
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</table>
### Action Item No 10.6 – Reports by the Organisation

**CARBON NEUTRALITY ACTION PLAN - Progress Report August 2019**

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<thead>
<tr>
<th>Action Item No</th>
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<tr>
<td>3.4</td>
<td>Ensure quote/tender specifications and contracts reflect Council’s carbon neutral goal, including Council’s energy procurement</td>
<td>Council organised a cross-department working group to approach the energy procurement contract starting July 2020, to ensure renewable energy was prioritised. Specifications relating to the reporting of greenhouse gas carbon emissions and actions to reduce emissions were included in tenders for major contracts, including the Infrastructure and Open Space Maintenance contract.</td>
<td>2018-2019</td>
<td>50%</td>
<td>Delayed</td>
</tr>
<tr>
<td>3.5</td>
<td>Explore opportunities for the procurement of off-site renewable electricity to replace fossil fuel, non-renewable energy</td>
<td>Through Procurement Australia, Council has committed to a power purchase agreement for renewable energy, to supply all public lighting and large market sites for Council’s electricity use from 2020. This agreement will see electricity procured from off-site renewable energy facilities within Victoria over the next ten years. Exploration through South East Councils’ Climate Change Alliance (SECCCA) for a second power purchase agreement for small market sites has occurred. Council committed to this process, however is unfeasible. Council continues to explore opportunities for the small market sites.</td>
<td>2018-2020</td>
<td>30%</td>
<td>On Track</td>
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</table>
### Objective 4: Reduce the greenhouse gas emissions intensity of Council’s fleet and staff travel, by 30% compared to 2012/2013

This means increasing the use of active transport and less greenhouse emission intensive modes of transport.

#### Measure: Emissions Intensity of fleet reduced from 238.6 gCO2-e/km to 167 gCO2-e/km

<table>
<thead>
<tr>
<th>Action Item No</th>
<th>Action/s</th>
<th>Outputs, roles and responsibilities and expected greenhouse gas reduction (where relevant)</th>
<th>Timeframe</th>
<th>% Complete</th>
<th>Colour Code</th>
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<tbody>
<tr>
<td>4.1</td>
<td>Continue to purchase smaller, fuel efficient vehicles</td>
<td>Council has increased the number of smaller vehicle models included on the approved vehicle selection list. All vehicles on the list have a fuel efficiency less than 7 litres per 100kms. Staff have been encouraged to consider leasing smaller, fuel efficient vehicles as part of their packages.</td>
<td>Ongoing</td>
<td>100% for 2018/19</td>
<td>On Track</td>
</tr>
<tr>
<td>4.2</td>
<td>Continue to purchase alternative fuel, low emissions vehicles, e.g. hybrid and electric vehicles</td>
<td>Council has replaced all commuter vehicles with hybrid vehicles, and all models on the approved vehicle selection list are hybrids. 26 fleet vehicles are hybrids. Two electric vehicles will be trialled, following an upgrade to the electric vehicle charging station at the Corporate Centre.</td>
<td>Ongoing</td>
<td>100% for 2018/19</td>
<td>On Track</td>
</tr>
<tr>
<td>4.3</td>
<td>Review Fleet Policy to ensure it encourages the purchase of fuel efficient vehicles and use of alternative modes of transport</td>
<td>The Fleet Policy is being reviewed in 2019/20 and environmental sustainability comments have been provided to ensure there is a greater incentive for purchasing fuel efficient vehicles.</td>
<td>2018</td>
<td>40%</td>
<td>Delayed</td>
</tr>
<tr>
<td>4.4</td>
<td>Implement EcoDriver education program to encourage fuel efficient driving (including exploration of the appropriateness of incentives to reduce kilometres travelled)</td>
<td>Council delivered the EcoDriver education program with SECCA in 2017. In 2019/20, the program will target departments with significant fleet use, including Amenity Protection and Youth Services.</td>
<td>Ongoing</td>
<td>100% for 2018/19</td>
<td>On Track</td>
</tr>
<tr>
<td>4.5</td>
<td>Prepare Council’s Green Travel Plan to reduce greenhouse gas emissions from staff travel</td>
<td>Yet to be commenced. Staff changes resulted in delays for preparation of Council’s Green Travel Plan. The Green Travel Plan will be revised in 2019/20.</td>
<td>2018</td>
<td>0%</td>
<td>Delayed</td>
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### Objective 5: Reduce Council’s total organisational greenhouse gas emissions, by 5% each year

**Measure:** From 9,938 tCO₂-e in 2012/2013 to 6,940 tCO₂-e in 2019/2020

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| 5.1            | Upgrade remaining streetlights - both Council and shared roads (work with VicRoads)  
  - VicRoads engagement – advocate to VicRoads to upgrade lights  
  - Technical feasibility – advocate to VicRoads to undertake feasibility of replacing remaining High Pressure Sodium and Mercury-Vapour lamps with LED | Council engaged Ironbark Sustainability in May 2019 to produce a business case to upgrade Council’s vehicle category street lights (main road lights). Council will consider their recommendation to work towards an upgrade all vehicle category lights (Council funded and cost shared with Vic Roads), and all pedestrian category mercury vapour lights. An upgrade will avoid rising costs, phase out older lighting technologies and install higher energy efficiency LED technology. | 2020      | 10%        | On Track    |
| 5.2            | Energy efficiency upgrades at community buildings (including Sandringham Family Leisure Centre)  
  - Exhaust ducts were replaced in the male and female spa rooms at the Sandringham Family Leisure Centre.  
  - Reverse cycle heating and cooling systems were replaced at Grange Road Kindergarten and Francis St Early Education Program.  
  - The Sustainable Small Building program identified actions to be undertaken across 80 Council buildings which will improve energy efficiency.  
  - Leasing arrangements have created barriers for greater roll out of energy efficiency upgrades, especially at the Sandringham Family Leisure Centre, which is the largest energy using building for Council. |                                                                                                                                                                                                   | Ongoing   | 100% for 2018/19 | On Track    |
| 5.3            | Install Renewable Energy at community buildings. Identify suitable buildings such as recreation centres, sports pavilions and kindergartens for implementation based on recommendations of the solar feasibility study and other planned upgrades (e.g. maintenance upgrades and other capital works projects)  
  - In 2017/18, solar panels were installed at: Jack Barker pavilion, Donald McDonald Reserve pavilion and Highton Recreation Centre.  
  - In 2018/19, solar panels were installed at: Beaumaris Children’s Playhouse, Black Rock Preschool, Gordon Street Preschool, Hampton Community Kindergarten, Helen Paul Kindergarten, and Olympic Avenue Kindergarten. |                                                                                                                                                                                                   | 2017-2020 | 60%        | On Track    |
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<tr>
<td>5.4</td>
<td>Engage tenants of large leased facilities to identify energy efficiency opportunities</td>
<td>Due to the complex nature of the lease agreement at the Sandringham Family Leisure Centre, and the uncertainty around its redevelopment, tenants have not been engaged to identify energy efficiency opportunities. Maintenance of the site has allowed for incremental energy efficiency improvements on a needs basis Investigating viability of community funded panels with Bayside Climate Change Action Group (BCCAG)</td>
<td>2018/2019</td>
<td>0%</td>
<td>Delayed</td>
</tr>
<tr>
<td>5.5</td>
<td>Engage tenants of small leased facilities to reduce energy consumption and related costs and to quantify emissions from leased buildings</td>
<td>Following energy audits to identify opportunities, tenants of small leased facilities were engaged to consider their energy consumption and identified actions to consider undertaking at their site</td>
<td>2018/2019 and 2019/2020</td>
<td>100%</td>
<td>Delivered</td>
</tr>
<tr>
<td>5.6</td>
<td>Work with contractors (large Council contracts – Citywide, Campyyn and Waste Contractors) to quantify Scope 3 emissions (particularly from fuel use) and reduce emissions through efficiency and offsets. 1. Use the Greenhouse Gas Protocol Corporate Value Chain Scope 3 standard to quantify emissions 2. Review baseline emissions 3. Work with contractors to avoid/reduce emissions/offset</td>
<td>Major contractors including Citywide, Campyyn, 4 waste contractors and Community Chef were engaged by Council to begin the process for quantifying Scope 3 emissions. Most contractors were receptive to setting up a process for collecting data using a Council provided template, with quarterly reporting beginning from January 2019. The new Infrastructure and Open Space Maintenance contract was confirmed in July 2019 and can provide the greenhouse gas emissions data required for 2018/20</td>
<td>2017/18</td>
<td>100%</td>
<td>On Track</td>
</tr>
</tbody>
</table>
**Objective 6: Accurately measure and report on Council’s greenhouse gas emissions, with independent verification**

**Measure: Council’s carbon inventory verified bi-annually**

<table>
<thead>
<tr>
<th>Action Item No</th>
<th>Action/s</th>
<th>Status</th>
<th>Timeframe</th>
<th>% Complete</th>
<th>Colour Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.1</td>
<td>Seek bi-annual independent verification of Council’s carbon inventory to ensure accuracy and consistency</td>
<td>Environmental consultants were engaged in 2018 to verify the 2016/17 carbon inventory for accuracy and completeness. Recommendations were provided in a report and these have been incorporated. Consultants will be engaged to verify the 2018/19 carbon inventory.</td>
<td>Commence 2017/2018</td>
<td>100%</td>
<td>Delivered</td>
</tr>
<tr>
<td>6.2</td>
<td>Account for additional Scope 3 emissions from reticulated water supply, employee commute and emissions from contractors as per agreed criteria.</td>
<td>Council officers completed a Carbon Accounting for Local Governments course in 2018. This course has provided greater understanding and ability to account for additional Scope 3 emissions, as well as Scope 1 and 2 emissions.</td>
<td>Ongoing</td>
<td>100% for 2018/19</td>
<td>On Track</td>
</tr>
<tr>
<td>6.3</td>
<td>Join the Victorian Government’s 'Take2' program, and engage staff and the community on Council’s 'Take2' pledge, specifically, implementation of the Carbon Neutrality Action Plan</td>
<td>Council signed up to the Victorian Government’s 'Take2' program in June 2018. The program has been promoted across the Bayside community through Let’s Talk Bayside, Brighter e-newsletter and Brighter Schools e-newsletter. Additionally, staff have been encouraged to join the 'Take2' pledge through the internal 'Go Green' behaviour change program with 24 joining to date.</td>
<td>2017/2018</td>
<td>100%</td>
<td>Delivered</td>
</tr>
<tr>
<td>6.4</td>
<td>Report to Council and the community via Council’s Environmental Sustainability Framework reporting program and Council’s Annual Report.</td>
<td>Council reported the reduction in greenhouse gas emissions in line with the Council Plan action as part of the Annual Report document in 2017/18 and 2018/19. Activities relating to the Carbon Neutrality Action Plan were reported through the Environmental Sustainability Framework Action Plan annual progress report in February 2019.</td>
<td>Ongoing</td>
<td>100%</td>
<td>On Track</td>
</tr>
<tr>
<td>Action Item No</td>
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<td>Timeframe</td>
<td>% Complete</td>
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<tr>
<td>6.6</td>
<td>Implement monitoring, reporting and evaluation process (refer to section 14). The process of monitoring, reporting and evaluation has commenced. Refer to status of Action Items No 3, 3.2, 6.2 and 6.4.</td>
<td>On Track</td>
<td>40%</td>
<td>2021</td>
<td></td>
</tr>
</tbody>
</table>
Carbon Neutrality Action Plan
2018-2020
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Executive Summary

The Bayside City Council’s action plan to become carbon neutral for its operations by 2020 is a commitment to meeting community expectations that are addressed by the Council Plan 2017-2021, Goal 5 - Environment:

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

Carbon neutrality is also a demonstration of the Bayside Better Place Approach, whereby our dedicated professional people, with an ongoing focus on efficiency, provide core services that improve liveability for the Bayside community.

In 2008, Council committed to be carbon neutral for its operations by 2020 and in doing so, committed to use resources efficiently and to reduce its contribution to climate change. Furthermore, the Bayside Environmental Sustainability Framework (ESF), which was adopted by Council in 2016, identifies Zero Carbon as a strategic objective to influence Council’s operations, and scheduled the development and implementation of a Carbon Neutrality Action Plan as a high priority deliverable to achieve this objective.

Climate change is a critical issue that requires global action. The current international scientific and political consensus is that immediate action is needed to maintain global warming to under 2°C by 2100. To maintain global warming under 2°C, governments and communities must take action to address this impact and adapt to the impacts of climate change. In this context, the following vision has been set:

_Council’s contribution to climate change is minimised by avoiding fossil fuel use, improving energy efficiency, increasing renewable energy and ensuring that Council staff have the support to achieve Council’s carbon neutrality goal. Council’s decisions are aligned with the carbon neutrality goal; procurement, leasing and building design prioritises carbon neutrality._

This Plan describes Council’s actions to become carbon neutral, including the overall objectives, timelines, resourcing and expected greenhouse gas reductions. It is aligned with Goal 1 of the ESF Leading the Way: for Council to operate as a model of environmental sustainability.

The following principles have been used to guide the development and implementation of the Carbon Neutrality Plan:

1. A demonstration of the commitment to address Council’s contribution to climate change through achieving carbon neutrality;
2. A strong evidence-base for decision-making on action to reduce greenhouse gas emissions, assessing the economic, environmental and social impacts of actions (for example, through detailed analysis of energy efficiency opportunities at Council buildings);
3. A whole of organisation approach involving staff, contractors, suppliers and partners to avoid, reduce and offset greenhouse gas emissions;
4. Monitoring and reporting on greenhouse gas abatement using established frameworks and communication of outcomes of actions to Council and community; and
5. Ensuring actions deliver expected outcomes and learnings, and improvement opportunities are captured and incorporated into future planning.
Council will achieve the goal of carbon neutrality for Council operations by 2020 by fulfilling the following strategic objectives, which are aligned with the Environmental Sustainability Framework.

1. **Avoid greenhouse gas emissions**, by enabling Council staff to change behaviour and contribute to the achievement of Council's carbon neutrality goal

2. **Reduce greenhouse gas emissions from Council buildings and assets**, by 30% compared to 2012/2013

3. **Increase the amount of energy from renewable sources for Council operations**, by 30% compared to 2012/2013

4. **Reduce the greenhouse gas emissions intensity from Council’s fleet and staff travel**, by 30% compared to 2012/2013

5. **Reduce Council’s total organisational greenhouse gas emissions**, by 5% each year

6. **Accurately measure and report** on Council’s greenhouse gas emissions, with independent verification.

These strategic objectives have been developed in line with best practice carbon accounting and management principles including the *National Carbon Offset Standard*, *The International Greenhouse Gas Protocol* and *EPA Victoria’s Greenhouse Gas Management Framework*. 
Action Plan

The detailed action plan presented over the following pages contains the following elements.

Objectives: The objectives of the Carbon Neutral Plan align directly to the goals, objectives and targets of the ESF, the energy hierarchy and national and international greenhouse gas reporting frameworks. For each objective, a measure is stated to identify the expected improvement as a result of the actions.

Actions: Actions outline the activities that Council and/or partners will undertake to achieve the strategies. These have been prioritised according to analysis of energy efficiency opportunities, solar power feasibility, and the cost per tonne of carbon abatement of emission reduction activities. Timeframe: The estimated year or years in which the action will take place.

Resourcing, deliverable and output and where possible, expected greenhouse gas reduction: The funding and/or staff time required to implement the action and the ‘product’ of the action.
Objective 1 – Avoid greenhouse gas emissions, by enabling Council staff to change behaviour and contribute to the achievement of Council’s carbon neutrality goal

Measure(s): Programs, resources and support developed and used by Council staff; Carbon Neutral goal is reflected in decision-making at Council, in particular in procurement and capital works programs.

<table>
<thead>
<tr>
<th>Action Item No</th>
<th>Action/s</th>
<th>Timeframe</th>
<th>Resourcing (annual unless otherwise specified)</th>
<th>Outputs, roles and responsibilities and expected greenhouse gas reduction (where relevant)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>Engage building users to support energy efficient use of buildings</td>
<td>Ongoing</td>
<td>Staff time</td>
<td>Information, awareness and behaviour change campaigns – Environmental Sustainability</td>
</tr>
<tr>
<td>1.2</td>
<td>Gather information on travel to and from work and travel for meetings</td>
<td>Ongoing</td>
<td>Staff time</td>
<td>Staff travel survey – Environmental Sustainability and Transport Planner</td>
</tr>
<tr>
<td>1.3</td>
<td>Introduce activities as identified in the Green Travel Plan</td>
<td>Ongoing</td>
<td>Staff time</td>
<td>Implementation of Green Travel Plan – Environmental Sustainability, and Transport Planner</td>
</tr>
<tr>
<td>1.4</td>
<td>Provide support to Council staff to help them ensure that Council’s commitment to carbon neutrality is reflected in Council activities and integrated into procurement decisions.</td>
<td>Ongoing</td>
<td>Staff time $2,500</td>
<td>Sustainable Procurement Advice – Environmental Sustainability and Procurement</td>
</tr>
<tr>
<td>1.5</td>
<td>Reduce paper consumption and waste to landfill – Purchase carbon neutral paper to avoid emissions</td>
<td>Ongoing</td>
<td>Cost neutral (or savings)</td>
<td>Information and behaviour change program, Waste reduction at the Corporate Centre</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Carbon neutral paper purchase – Procurement</td>
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<td></td>
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<td></td>
<td>Approximately 27 tCO2-e annually</td>
</tr>
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Carbon Neutrality Action Plan 2018-2020
**Objective 2: Reduce greenhouse gas emissions from Council buildings and assets, by 30% compared to 2012/2013**

This includes Council owned and operated buildings and other assets, and excludes public street lights.

**Measure: Emissions from buildings reduced from 2467 tCO2-e by 740 tCO2-e to 1727 tCO2-e**

<table>
<thead>
<tr>
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</tr>
</thead>
</table>
| 2.1            | Implement energy efficiency opportunities at Council owned and operated buildings as per audit and feasibility study recommendations.  
Data Source: Audits (CarbonetX and Ironbank Sustainability) | 2017/2018-2019/2020 | $150,000 (approx.) included in LTFP (long term financial plan) | Annual Sustainable Building Program: Energy Efficiency  
Corporate Centre lighting project, estimated reduction 160 tCO2-e;  
HVAC efficiency opportunities, estimated reduction 193 tCO2-e;  
Energy efficiency at other large buildings, estimated reduction 72 tCO2-e.  
Note: this excludes Sandringham Family Leisure Centre and small leased buildings.  
(For more detail on the annual capital works program see Section 15, Program of Capital Works.) |
| 2.2            | Implement energy efficiency actions identified in previously undertaken audits including improvements made as part of a planned buildings maintenance upgrade program and in accordance with Council’s Sustainable Infrastructure Policy. | 2017/2018-2018/2019 | Staff time | Annual Sustainable Building Program: Energy Efficiency  
Hot water, heating and cooling, lighting and appliance upgrades where feasible. Opportunities in small buildings amount to an estimated reduction of approximately 500-600 tCO2-e.  
Opportunities identification/audits and capital works planning – Environmental Sustainability;  
Project management – City Assets and Projects |

Carbon Neutrality Action Plan 2018-2020
<table>
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<tr>
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</tr>
</thead>
</table>
| 2.3           | Develop guidance on thermal comfort to support energy efficiency actions linked to heating/cooling of buildings. | 2018        | Staff time                  | **Guidelines for Thermal Comfort**  
Environmental Sustainability with input from City Assets and Projects and Occupational Health and Safety Advisor |
| 2.4           | Develop and implement minimum standards and guidelines to be used for all buildings and assets and identify appropriate rating tools to inform infrastructure planning, design, build and ongoing building use. | 2017/2018-2018/2019 | Staff time                  | **Sustainable Building Technical Specifications** - technical guidance for low-carbon procurement and minimum standards for buildings, assets and infrastructure. |
| 2.5           | Develop and maintain technical support for project managers, to ensure infrastructure such as new buildings, building renewals and building maintenance are assessed for sustainability in their design phase. | Ongoing     | $5,000 once; $1,000 annually after 2017/2018 | **Ecologically Sustainable Design assessment tool** – Environmental Sustainability will develop the tool; Capital project managers will apply the tool |
### Objective 3: Increase the amount of energy from renewable sources for Council operations, by 30% compared to 2012/2013

**Measure: Renewable energy increased from 6,908kWh to 8,908kWh**

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td>Install renewable energy at Council owned and operated buildings (Information Source: Solar Feasibility Study 2018)</td>
<td>2017-2020</td>
<td>$200,000 (approx.) included in LTFP</td>
<td>Annual Sustainable Building Program: Renewable Energy&lt;br&gt;Feasibility studies and preparation of the program and capital funding bid for Solar on Council buildings – Environmental Sustainability in consultation with service delivery areas; Project Implementation – City Assets and Projects&lt;br&gt;Opportunities at Council buildings expected to amount to 407 tCO₂-e and 364,464 kWh annual electricity production</td>
</tr>
<tr>
<td>3.2</td>
<td>Implement monitoring and reporting on renewable energy generation at Council buildings</td>
<td>2018/2019</td>
<td>$10,000 once off cost, included in LTFP</td>
<td>Renewable energy monitoring program developed.&lt;br&gt;Monitoring equipment installed, data and reporting received and used to report on renewable energy production – Environmental Sustainability</td>
</tr>
<tr>
<td>3.3</td>
<td>Review Procurement Policy to include criteria to require and ensure greenhouse emissions reductions in procurement for building and assets works and contractors</td>
<td>2019</td>
<td>Staff time</td>
<td>Specific reference in Council’s Procurement Policy to ‘low carbon’ procurement – Environmental Sustainability and Procurement</td>
</tr>
<tr>
<td>3.4</td>
<td>Ensure quote/tender specifications and contracts reflect Council’s carbon neutral goal, including Council’s energy procurement</td>
<td>2018</td>
<td>Staff time</td>
<td>Requirements in specifications and contracts that require contractors and other service providers to report on greenhouse gas emissions in works for Council, and provide evidence of actions to reduce greenhouse gas emissions in major contracts (e.g. procurement of offsets)</td>
</tr>
</tbody>
</table>

Carbon Neutrality Action Plan 2018-2020
<table>
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<tr>
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<th>Outputs, roles and responsibilities and expected greenhouse gas reduction (where relevant)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.5</td>
<td>Explore opportunities for the procurement of off-site renewable electricity to replace fossil fuel, non-renewable energy</td>
<td>Staff time (initially) Cost to be confirmed</td>
<td>Assessment of opportunities for off-site renewable energy procurement with a defined approach to the procurement of identified opportunities Environmental Sustainability and other local governments and/or greenhouse alliances, and renewable energy generators</td>
<td></td>
</tr>
</tbody>
</table>
Objective 4: Reduce the greenhouse gas emissions intensity of Council’s fleet and staff travel, by 30% compared to 2012/2013

This means increasing the use of active transport and less greenhouse emission intensive modes of transport.

**Measure: Emissions Intensity of fleet reduced from 238.6 gCO₂-e/km to 167 gCO₂-e/km**

<table>
<thead>
<tr>
<th>Action Item No</th>
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<th>Timeframe</th>
<th>Resourcing (annual unless otherwise specified)</th>
<th>Outputs, roles and responsibilities and expected greenhouse gas reduction (where relevant)</th>
</tr>
</thead>
</table>
| 4.1            | Continue to purchase smaller, fuel efficient vehicles                    | Ongoing   | Existing resources                             | Fuel efficient vehicle purchase – Finance, with input/advice on minimum standards from Environmental Sustainability  
Emissions reduction: **44tCO₂-e** |
| 4.2            | Continue to purchase alternative fuel, low emissions vehicles e.g. hybrid and electric vehicles | Ongoing   | Existing resources                             | Fuel efficient vehicle purchase – Finance, with input/advice on minimum standards from Environmental Sustainability  
Emissions reduction: **28 tCO₂-e** |
| 4.3            | Review Fleet Policy to ensure it encourages the purchase of fuel efficient vehicles and use of alternative modes of transport | 2018      | Staff time                                     | Fleet Policy review - Finance                                                             |
| 4.4            | Implement EcoDriver education program to encourage fuel efficient driving (including exploration of the appropriateness of incentives to reduce kilometres travelled) | Ongoing   | $5,000                                        | EcoDriver training program – Human Resources to include in staff induction and annual training calendar.  
Estimated fuel use reduction of 17 per cent (based on SECCCA EcoDriver trial results) |
| 4.5            | Prepare Council’s Green Travel Plan to reduce greenhouse gas emissions from staff travel | 2018      | Staff time                                     | Green Travel Plan for Council staff – Environmental Sustainability  
Provision of data on vehicle use and kilometres travelled – Fleet Finance |

Carbon Neutrality Action Plan 2018-2020
## Objective 5: Reduce Council’s total organisational greenhouse gas emissions, by 5% each year

**Measure:** From 9,938 tCO₂-e in 2012/2013 to 6,940 tCO₂-e in 2019/2020

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<tr>
<th>Action Item No</th>
<th>Action(s)</th>
<th>Timeframe</th>
<th>Resourcing (annual unless otherwise specified)</th>
<th>Outputs, roles and responsibilities and expected greenhouse gas reduction (where relevant)</th>
</tr>
</thead>
</table>
| 5.1            | Upgrade remaining streetlights – both Council and shared roads (work with VicRoads)  
                  • VicRoads engagement – advocate to VicRoads to upgrade lights  
                  • Technical feasibility – advocate to VicRoads to undertake feasibility of replacing remaining High Pressure Sodium and Mercury-Vapour lamps with LED | 2020      | Staff time                                      | Advocacy and negotiation with VicRoads – Environmental Sustainability with input from City Assets and Projects  
Project scoping, feasibility and capital works planning – City Assets and Projects - Initial cost estimate $25,000*  
(*preliminary cost estimate) |
| 5.2            | Energy efficiency upgrades at community buildings  
                  (including Sandringham Family Leisure Centre) | Ongoing   | $50,000 incl. in LTFP                           | Energy efficient hot water upgrades  
Lighting, heating and cooling and appliance upgrades  
Start with energy efficient hot water (where feasible) |
| 5.3            | Install Renewable Energy at community buildings. Identify suitable buildings such as recreation centres, sports pavilions and kindergartens for implementation based on recommendations of the solar feasibility study and other planned upgrades (e.g. maintenance upgrades and other capital works projects). | 2017-2020 | $190,000 included in LTFP  
This may change based on review into building use | Sustainable Buildings Program: Renewables at Community Buildings  
Development of annual program – Environmental Sustainability;  
Implementation – City Assets and Projects  
Estimated reduction 631 tCO₂-e (including Sandringham Family Leisure Centre) |
| 5.4            | Engage tenants of large leased facilities to identify energy efficiency opportunities | 2018/2019 | $1,000                                          | Monitoring, information and behaviour change program to quantify energy consumption and emissions and to promote energy efficiency at community buildings |
| 5.5            | Engage tenants of small leased facilities to reduce energy consumption and related costs and to quantify emissions from leased buildings | 2018/2019 and 2019/2020 | $2,500                                         | Monitoring, information and behaviour change program to quantify energy consumption and emissions and to promote energy efficiency at community buildings |

Carbon Neutrality Action Plan 2018-2020
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<tr>
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<th>Outputs, roles and responsibilities and expected greenhouse gas reduction (where relevant)</th>
</tr>
</thead>
</table>
| 5.6           | Work with contractors (large Council contracts – Citywide, Campeyn and Waste Contractors) to quantify Scope 3 emissions (particularly from fuel use) and reduce emissions through efficiency and offsets. 1. Use the Greenhouse Gas Protocol Corporate Value Chain Scope 3 standard to quantify emissions 2. Review baseline emissions 3. Work with contractors to avoid/reduce emissions/offset | 2017/2018 | Staff time | Environmental Sustainability, in partnership with Procurement and contract managers e.g. City Assets and Projects  
**Current Estimated Baseline (to be confirmed): 3800 tCO₂-e** |
## Objective 6: Accurately measure and report on Council’s greenhouse gas emissions, with independent verification

### Measure: Council’s carbon inventory verified bi-annually

<table>
<thead>
<tr>
<th>Action</th>
<th>Action/s</th>
<th>Timeframe</th>
<th>Resourcing (annual unless otherwise specified)</th>
<th>Outputs, roles and responsibilities and expected greenhouse gas reduction (where relevant)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.1</td>
<td>Seek bi-annual independent verification of Council’s carbon inventory to ensure accuracy and consistency</td>
<td>Commence 2017/2018</td>
<td>$5,000 every 2 years</td>
<td>Environmental Sustainability to manage: Reporting on resource consumption – emissions reporting (with contractor) Monitoring at Council buildings and community buildings Monitoring and reporting on actions and associated emissions reductions implemented as part of the Sustainable Buildings Program Independent verification of Council’s greenhouse gas inventory</td>
</tr>
<tr>
<td>6.2</td>
<td>Account for additional Scope 3 emissions from reticulated water supply, employee commute and emissions from contractors as per agreed criteria.</td>
<td>Ongoing</td>
<td>Staff time</td>
<td>Estimated reduction: Additional 3800 tCO₂-e</td>
</tr>
<tr>
<td>6.3</td>
<td>Join the Victorian Government’s ‘Take2’ program, and engage staff and the community on Council’s ‘Take2’ pledge, specifically, implementation of the Carbon Neutrality Action Plan</td>
<td>2017/2018</td>
<td>Staff time</td>
<td>Join the ‘Take2’ program and monitor actions – Environmental Sustainability</td>
</tr>
<tr>
<td>6.4</td>
<td>Report to Council and the community via Council’s Environmental Sustainability Framework reporting program and Council’s Annual Report.</td>
<td>Ongoing</td>
<td>Staff time</td>
<td>Report on progress towards carbon neutrality – Environmental Sustainability</td>
</tr>
<tr>
<td>Action Item No</td>
<td>Action/s</td>
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<td>Resourcing (annual unless otherwise specified)</td>
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| 6.5           | Purchase offsets according to agreed criteria for 2019/2020 financial year. | 2021 | $9,000 - $135,000 (depending on type of offset purchased) | Offsets procurement  
Develop agreed criteria for the purchase of offsets to ensure they are purchased from a reputable source and preferably from sources within Australia.  
If all emissions reduction activities are implemented, and Scope 3 emissions are added, the estimated reduction is approximately 8,000 tCO₂-e to be offset. |

| 6.6           | Implement monitoring, reporting and evaluation process (refer to section 14) | 2021 | Staff time | Currently, if all efficiency measures for Scope 1, 2 and 3 emission reduction measures are implemented, and recommended additional Scope 3 emissions are added to the inventory, initial estimate of the amount to be offset is approximately 8,000 tCO₂-e.  
(*Note: this figure needs further refinement because it is greatly influenced by the initial estimate of Scope 3 emissions resulting from contractor activities.) |
1. Glossary

<table>
<thead>
<tr>
<th>Carbon neutral</th>
<th>Carbon neutrality is achieved when the net greenhouse gas emissions associated with an organisation’s activities, products, services and events are equal to zero.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Offset</td>
<td>Council will not be able to reduce its emissions to zero through energy efficiency, renewable energy, procurement and process improvements. Therefore, Council will purchase offsets to reduce its emissions to net zero. Purchasing one tonne of ‘carbon offset’ means there will be one less tonne of carbon dioxide (or an equivalent greenhouse gas) in the atmosphere than there otherwise would have been.</td>
</tr>
<tr>
<td>Greenhouse gases (GHGs)</td>
<td>There are six GHGs which are considered to be key contributors to global warming. These are Carbon dioxide (CO₂), Methane (CH₄), Nitrous oxide (N₂O), Hydrofluorocarbons (HFCs), Perfluorocarbons (PFCs), and Sulphur hexafluoride (SF₆). Carbon dioxide is considered the most significant GHG due to its increasing prevalence within the atmosphere.</td>
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</tbody>
</table>

2. Purpose

The purpose of this Plan is to identify Council’s approach to achieving carbon neutrality, including actions, timelines, estimated costs and associated emissions reductions in order that Council reduces its net emissions to zero.

3. Council’s Better Place Strategic Planning Framework

This Plan will help to make Bayside a better place by reducing Council’s contribution to climate change and its impact on the environment, by reducing both consumption of purchased energy and its associated costs.

The relationship between the Carbon Neutral Plan, the Community Plan and the Environmental Sustainability Framework is represented in Figure One overleaf.

The Community Plan identifies the high value that the Bayside community places on the natural environment and the benefits gained from living in an area where the air, water and land are free from contaminants and pollutants. The beaches and foreshores are the most valued environmental asset, with their protection and maintenance a first order priority.

The Community Plan recognises that members of the Bayside community understand that managing the environment requires more than just local effort. They consider a major priority to be greater leadership from all levels of government in relation to climate change in order to make Bayside, Victoria and Australia more sustainable. The community also recognises Council’s role in advocating for outcomes that deliver high environmental standards and protection. The Bayside community’s aspiration is that by 2025, both community and Council will be environmental stewards, taking action to protect and enhance the natural environment and balancing appreciation and use with the need to protect natural assets for future generations.
Through the development of the Community Plan, the community envisages that Bayside will be a better place when Council and the community are using resources efficiently and minimising the use of non-renewable resources. It recognises that Council can minimise its environmental impact by using resources efficiently and through the use of renewable energy.

Figure 1. The relationship between the Carbon Neutrality Action Plan and the Community Plan
4. Scope

The Plan applies to greenhouse gas emissions resulting from Council operations. The way in which Council approaches activities to reduce greenhouse gas emissions will depend on whether Council has operational control over the emissions source or whether it is under the control of another entity, such as a contractor carrying out works for Council or electricity use by the tenant of a leased building.

The Plan does not apply to community emissions generated by the Bayside community. The Environmental Sustainability Framework identifies objectives to work with the community to help reduce greenhouse gas emissions and adapt to the expected impacts of climate change.

5. Background

In 2008, Bayside City Council committed to achieving carbon neutrality for its operations by 2020. This goal was driven by community expectations and Council’s desire to show leadership in reducing its emissions and hence its contribution to climate change.

Since the adoption of its target to be carbon neutral by 2020, Council has sought to understand its greenhouse gas emissions sources, set its emissions boundary and report on emissions. It has identified many energy efficiency opportunities and implemented many energy efficiency activities. Council has conducted research to identify further emission reduction opportunities such as energy efficiency in its buildings and renewable energy, and map a potential path to carbon neutrality.

In 2015, Council conducted a review of progress towards its carbon neutrality goal. This assessed Council’s current greenhouse reporting arrangements and identified a potential pathway towards carbon neutrality. This review also explored the carbon offset market to ensure that Council is prepared for the purchase of offsets commencing in the 2019/2020 year. The findings and recommendations of the review were reflected in Council’s Environmental Sustainability Framework.

Becoming carbon neutral has the following benefits:

- Meeting the community’s expectations for Council to reduce its greenhouse gas emissions and lessen its contribution to climate change
- Understanding Council’s major sources of greenhouse gas emissions sources and quantifying them
- Clarifying what greenhouse gas emissions are within and beyond Council’s control
- Identifying opportunities for greenhouse gas emissions reductions, which can lead to improved efficiency and cost savings
- Building understanding and commitment to greenhouse gas emission reduction across our organisation
- Influencing Council’s supply chain and procurement decisions to ensure that Council suppliers and contractors reduce their environmental impact
- Potentially impacting positively on the environment through the purchase of carbon offsets with identified social and environmental benefits.
6. Legislative and policy and context

International Action

The United Nations Framework Convention on Climate Change is the international instrument for action on climate change. The Paris Agreement was developed in 2015 and builds upon the Convention, bringing nations to a common cause to undertake ambitious efforts to combat climate change and adapt to its effects. The Paris Agreement’s central aim is to strengthen the global response to the threat of climate change by keeping a global temperature rise this century well below 2 degrees Celsius above pre-industrial levels. It also aims to pursue efforts to limit the temperature increase even further to 1.5 degrees Celsius and help countries adapt to the unavoidable impacts of climate change.

Federal Action

In Australia, action is needed by national, state and local governments. Businesses and the community need to understand their role in minimising their greenhouse gas emissions, while being supported to respond to, and prepare for, the expected impacts of climate change.

The Australian Government ratified the Paris Agreement in November 2016. Under the Paris Agreement, Australia has committed to reduce emissions by 26 to 28 per cent below 2005 levels by 2030. This will see emissions per capita halved and the emissions intensity of the economy fall by around 65 per cent. The Australian Government has a number of initiatives in place to meet the target.

State Action

The Victorian Government released its Climate Change Framework in 2016. The Victorian Climate Change Act 2017 provides the cornerstone of the Framework; it legislates greenhouse gas reduction targets and renewable energy targets. It will commence operation on 1 November 2017. The Victorian Climate Change Adaptation Plan 2017-2020 sets out how the government will work with business and the community to maximise the opportunities and plan for the unavoidable impacts of climate change. Local Councils have obligations under the Climate Change Act 2017, related to greenhouse gas reduction targets, actions to achieve the targets, reporting on greenhouse gas emissions and progress towards meeting targets. This Plan sets out Council’s targets and associated actions and identifies its approach to monitoring, reporting and evaluation and verification.

The Victorian Government has a goal that Victoria will produce zero net emissions by 2050, and through Sustainability Victoria, is running the "Take2" pledge program to help meet this target by creating momentum and commitment to fight climate change and to help keep the global temperature rise to under two degrees. Pledging enables Council to state its commitment in relation to reducing greenhouse gas emissions as a result of council activities. The "Take2" pledge is:

"Working together, we pledge to play our part and take action on climate change for Victoria, our country and our planet."

Carbon Neutrality Action Plan 2018-2020
Local Action

To inform its policy and program development, Sustainability Victoria carried out social research, which found that 78 per cent of Victorians think climate change is an issue that requires urgent action now, and that the majority of Victorians (87%) want action from local government on climate change.

In 2012 Council adopted its Climate Change Strategy – A Plan for Council’s Operations. This provides the framework in which risks to both Council and the community as a result of the expected impacts of climate change have been identified. The Climate Change Strategy identifies Council’s action plan to manage and respond to climate change risks and to minimise its contribution to climate change. As well as adapting to climate change impacts, local government has an opportunity to show leadership and reduce its contribution to climate change.

In 2017, Council developed the Bayside Community Plan which identified a desire for environmental and sustainability improvements. The Council Plan 2017-2021 includes a strategy “to be carbon neutral by 2020”.

7. Key principles

The following principles guide the development and implementation of the Carbon Neutral Plan:

1. A demonstration of the commitment to address Council’s contribution to climate change through achieving carbon neutrality;

2. A strong evidence-base for decision-making on action to reduce greenhouse gas emissions, assessing the economic, environmental and social impacts of actions (for example, through detailed analysis of energy efficiency opportunities at Council buildings);

3. A whole of organisation approach involving staff, contractors, suppliers and partners to avoid, reduce and offset greenhouse gas emissions;

4. Monitoring and reporting on greenhouse gas abatement using established frameworks and communication of outcomes of actions to Council and community; and

5. Ensuring actions deliver expected outcomes and learnings, and improvement opportunities are captured and incorporated into future planning.

8. Vision statement

Council’s contribution to climate change is minimised by avoiding fossil fuel use, improving energy efficiency, increasing renewable energy and ensuring that Council staff have support to achieve Council’s carbon neutrality goal. Council’s decisions are aligned with the carbon neutrality goal; procurement, leasing and building design prioritises carbon neutrality.

1 Sustainability Victoria 2017 – Climate Change Social Research
9. Goals and strategic objectives

The goal of the Carbon Neutrality Action Plan is to achieve carbon neutrality for Council operations by 2020.

Council will achieve this goal by fulfilling the following strategic objectives which are aligned with the Environmental Sustainability Framework.

1. **Avoid greenhouse gas emissions**, by enabling Council staff to change behaviour and contribute to the achievement of Council’s carbon neutrality goal

2. **Reduce greenhouse gas emissions from Council buildings and assets**, by 30% compared to 2012/2013

   This includes Council owned and operated buildings and other assets, and excludes public street lights.

3. **Increase the amount of energy from renewable sources for Council operations**, by 30% compared to 2012/2013

4. **Reduce the greenhouse gas emissions intensity from Council’s fleet and staff travel**, by 30% compared to 2012/2013

5. **Reduce Council’s total organisational greenhouse gas emissions**, by 5% each year

6. **Accurately measure and report on Council’s greenhouse gas emissions**, with independent verification.

   Reporting includes all greenhouse emissions reduction activities and progress towards Council’s carbon neutrality goal, ensuring accuracy and transparency of Council’s carbon inventory through independent verification.

10. Methodology

Carbon Management Framework

Council will adopt the following carbon management framework, which is based on EPA Victoria’s carbon management framework shown below in Figure Two. It incorporates the energy hierarchy and will guide the development and prioritisation of actions:

1. **Measure and set objectives**: Develop a greenhouse gas inventory to quantify emissions attributed to Council’s business and identify objectives for greenhouse gas emissions reduction.

2. **Avoid emissions - Council leadership**: Council will lead the way to ensure that its activities are aligned with its carbon neutral goal. Council processes, such as procurement will support achievement of the carbon neutral goal through the provision of behaviour change programs and technical guidance and support.

3. **Implement energy efficiency works**: Working across Council and with partners to achieve greatly improved energy efficiency in Council buildings and other assets such as public streetlights, buildings fixtures and fittings, incorporating low-carbon asset design, building maintenance and upgrade practices, specification of construction materials and fixtures and fittings.
4. **Where feasible, install renewables**: Work across Council, with contractors and energy suppliers to replace existing fossil fuel-based generation with renewable energy, which includes on site generation as well as the consideration of sourcing energy from large scale renewable projects.

5. **Switch to lower impact fuels**: Work across Council, with suppliers and contractors to switch end-use energy supplies from highly carbon-intensive fossil fuels in transportation, buildings, and industry to lower emission fuels (e.g. hybrid and electric vehicles in Council fleet rather than unleaded petrol).

6. **Assess, Sequester and Offset**: Council will assess residual emissions resulting from its operational emissions and work with external offset providers to purchase greenhouse gas abatement to reduce net organisational emissions to zero. Offsets will be purchased according to a criteria established based on the best outcome (environment, social and economic) for each tonne of greenhouse gas abatement. When an offset is purchased from a third party it is helping to fund a project that will reduce emissions in another location.

**Figure Two: EPA’s Carbon Management Framework**

![Carbon Management Framework Diagram]

**Identifying and prioritising opportunities**

The proposed pathway to carbon neutrality includes the results of energy efficiency opportunities assessments and a comparison of the cost of one tonne of greenhouse gas abatement for a range of energy efficiency and renewable energy actions. The following approach has been used to prioritise actions:

1. Maximise carbon reduction
2. Prioritise lowest marginal cost of abatement
3. Look for co-benefits

Community engagement with key stakeholders (both internal and community stakeholders) during the development of Council’s Community Plan, ESF and Climate Change Strategy has contributed to the development of this Plan. The Plan draws on the results of energy efficiency opportunities assessments and a comparison of the cost of one tonne of greenhouse gas abatement for a range of energy efficiency and renewable energy actions.

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opportunities audits and a Solar Feasibility Study. It is consistent with best practice carbon accounting and greenhouse gas management principles, including the National Carbon Offset Standard\(^3\), EPA Victoria's Greenhouse Gas Management Framework\(^4\) and the International Greenhouse Gas Protocol\(^5\).

**Council's Carbon Inventory**

In accordance with the National Carbon Offset Standard, Council has established its emissions boundary, collected data on identified emissions sources and catalogued emissions sources within the boundary and calculated the carbon account attributable to the organisation. Using 2012/2013 as its base year, it has identified sources within its organisational boundary as follows:

- Buildings and other assets – purchased electricity and gas
- Street lights – purchased electricity
- Fleet – purchased fuel
- Waste from council operations
- Purchased copy paper
- Staff air travel

Within the organisational boundary, emissions are categorised as resulting either directly or indirectly from Council’s emissions. Direct emissions are generated directly from sources owned or controlled by the organisation, for example, emissions from Council’s vehicle fleet. Indirect emissions are emissions produced from activities at a Council asset, for example electricity use in Council owned and operated buildings.

Emissions sources are categorised in relation to the source of the emissions and the extent of operational control Council has over the emissions sources.

Scope 1 includes greenhouse gas emissions that are generated on-site from Council activities.

Scope 2 greenhouse gas emissions are those from purchased electricity consumed at Council owned and operated buildings and other assets.

Scope 3 includes greenhouse gas emissions from the full fuel cycle of Council's energy purchases, i.e. the extraction, production and transport of fuels and energy, as well as emissions from other activities or goods and services associated with Council activities.

Bayside will continually reassess the relevance of additional emissions sources for inclusion in the inventory.

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\(^3\) Commonwealth of Australia, 2017: The National Carbon Offset Standard for Organisations


Table 1: Bayside City Council’s organisational greenhouse gas emissions boundary 2016/2017

<table>
<thead>
<tr>
<th>Emissions source</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Scope 1: Direct emissions – emissions that are generated on site from Council’s activities</td>
<td></td>
</tr>
<tr>
<td>Emissions from fuel use in Council’s fleet vehicles</td>
<td></td>
</tr>
<tr>
<td>Emissions from natural gas use in Council owned and operated buildings</td>
<td></td>
</tr>
<tr>
<td>Scope 2: Indirect emissions from purchased electricity consumed by the Council</td>
<td></td>
</tr>
<tr>
<td>Emissions from purchased electricity for Council owned and operated buildings</td>
<td></td>
</tr>
<tr>
<td>Scope 3: Optional reporting category which includes all other indirect emissions sources, e.g. purchased electricity at Council owned, leased buildings</td>
<td></td>
</tr>
<tr>
<td>Emissions from purchased electricity for Council owned, leased buildings*</td>
<td></td>
</tr>
<tr>
<td>Emissions from purchased gas for Council owned, leased buildings*</td>
<td></td>
</tr>
<tr>
<td>Emissions from use of the reticulated water supply</td>
<td></td>
</tr>
<tr>
<td>Emissions from Council’s contractors and consultants (to be included from 2018/2019)</td>
<td></td>
</tr>
<tr>
<td>Emissions from air travel</td>
<td></td>
</tr>
<tr>
<td>Emissions from the production of purchased paper</td>
<td></td>
</tr>
<tr>
<td>Emissions from Council generated waste to landfill (not community waste to landfill)</td>
<td></td>
</tr>
<tr>
<td>Emissions from purchased electricity for streetlights</td>
<td></td>
</tr>
<tr>
<td>Full fuel cycle for emissions from fleet fuel use and electricity and gas use at Council owned and operated buildings.</td>
<td></td>
</tr>
</tbody>
</table>

*Currently includes only Sandringham Family Leisure Centre and Council Depot
Figure 3: Council’s greenhouse gas emissions from Council operations including streetlights for financial years 2012/2013-2016/2017 (actual) and predicted emissions from 2017/2018-2020/2021.
Figures Three and Four show that energy use in buildings and other assets is the largest source of Council's greenhouse gas emissions. Public street lighting makes up a large proportion of emissions, followed by the Sandringham Family Leisure Centre and the Depot, which Council leases to tenants (and for which Council collects data). Council will investigate the purchase of renewable, off-site electricity, and while not represented in Figure Three, this would further reduce emissions from buildings and public lighting.

In future, emissions from Council’s contractors (e.g. fuel use as a result of Council activities) will be included in Council’s organisational emissions boundary. While Council cannot directly control contractor emissions, it can influence emissions reductions for these activities. Council will work with contractors and through procurement processes to more accurately estimate these emissions, reduce and offset as appropriate.

While Council does not have operational control of tenants in its leased buildings, Council will work with tenants in community buildings to assist in reducing greenhouse gas emissions as appropriate and as agreed as per lease and licence agreements.

**Emissions from Council contractors and leased buildings.**

A preliminary review of emissions from contractors and service providers has been estimated to add approximately 3,800 tonnes of carbon dioxide equivalent to Council’s emissions inventory. Council currently collects data on energy consumption in its two largest leased buildings however does not collect data on the remaining buildings. As such, Council cannot currently accurately quantify emissions from the majority of leased buildings.
11. Infrastructure assets

The following assets are prioritised for energy efficiency works and/or renewable energy installation (i.e. solar panels). The works will be informed by energy efficiency opportunities audits and the solar feasibility study.

Table 2: Assets prioritised for Energy efficiency and renewable energy installation

<table>
<thead>
<tr>
<th>Council owned and operated buildings</th>
<th>Community buildings</th>
<th>Other assets</th>
</tr>
</thead>
<tbody>
<tr>
<td>Libraries</td>
<td>Recreation Centres</td>
<td>Fleet</td>
</tr>
<tr>
<td>Maternal and Child Health Centres</td>
<td>Sporting pavilions</td>
<td>Public lighting – shared lights (VicRoads lights)</td>
</tr>
<tr>
<td>Corporate Centre</td>
<td>Sandringham Family Leisure Centre</td>
<td></td>
</tr>
<tr>
<td>Senior Citizens Centres</td>
<td>Council Depot</td>
<td></td>
</tr>
<tr>
<td>Community Centres</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

12. Financial analysis

The estimated costs and annual greenhouse gas emissions reductions over the life of the Plan are shown below.

Table 3: Estimated Costs and greenhouse gas emissions reductions, grouped by Action Type.

<table>
<thead>
<tr>
<th>Action</th>
<th>Estimated Total Cost ($)</th>
<th>Estimated annual emissions reductions (tCO₂-e)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avoidance: Behaviour change, Procurement, Sustainable building design and practices</td>
<td>13,000</td>
<td>Not quantifiable</td>
</tr>
<tr>
<td>Energy efficiency</td>
<td>758,000</td>
<td>1,000</td>
</tr>
<tr>
<td>Renewable energy</td>
<td>1,170,000</td>
<td>800</td>
</tr>
<tr>
<td>Sustainable Transport</td>
<td>15,000</td>
<td>136</td>
</tr>
<tr>
<td>Offsets</td>
<td>To Be Confirmed Estimated Range from 9,000-135,000</td>
<td>Residual emissions after avoidance, energy efficiency and renewable energy actions</td>
</tr>
<tr>
<td>Monitoring, Verification and Audit</td>
<td>20,000</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>
13. Implementation and reporting

Approach to Implementation

Council will focus on reducing greenhouse gas emissions from sources that it directly controls, and/or can be accurately measured. Priority is placed on funding activities that will directly reduce energy use and the reliance on fossil fuels. This includes reducing greenhouse gas emissions from the following sources:

- Buildings and other Council assets
- Transport (fleet)
- Public lighting and street lights

It is not practical for Council to set reduction goals and/or to commit to actions to reduce emissions from its contractors and consultants, because it does not have control over their operations and cannot accurately measure emissions without relying on a third party for the information. Council can however, influence the following greenhouse gas emissions sources and activities:

- Community buildings leased by Council to tenants
- Commercial buildings leased by Council to tenants
- Building tenants and users
- Council staff
- Procurement (including service providers such as consultants, contractors and banking)
- Materials selection (i.e. reducing the embodied energy in materials).

The activities to achieve our Carbon Neutral goal can be broadly described under the following areas:

- Behaviour Change – educating and enabling our staff, contractors, building users, and service providers to reduce their environmental impact
- Capital Works – installing more energy efficient technology and renewable energy to improve our buildings and assets
- Procurement – buying goods and services that reduce our environmental impact, and purchasing offsets
- Monitoring and Reporting – ensuring we are accurately measuring our progress.

Achievements and future actions

The following is a list of actions to date and future actions, to achieve the strategic objectives of the Carbon Neutrality Action Plan.

1. Avoid greenhouse gas emissions, by enabling Council staff to change behaviour and contribute to the achievement of Council’s carbon neutrality goal

Activity to date

- Work with sports clubs to improve energy efficiency through the ‘Save it for the Game’ program.
- Encourage staff to participate in the ‘Eco-Drive’ efficient driving program.
- Provide sustainable transport options for staff as alternatives to car travel, e.g. Myki cards for staff travel for work purposes.
• ‘Working Greener’ behaviour change campaigns focussed on paper use reduction and waste management at Council buildings.

**Future actions**

• Engage staff in actions and initiatives to encourage energy efficiency at Council buildings through the ‘Working Greener’ Program.
• Continue to reduce emissions from Council’s fleet and from staff travel, through the ‘Eco-Driver’ efficient driving program.
• Increase awareness of Council’s carbon neutral goal and the role of all staff in supporting its achievement (e.g., living within set thermal comfort parameters).
• Work with suppliers and contractors to better understand emissions and identify opportunities to help achieve Council’s carbon neutral goal.
• Ensure Council policies, programs and procurement practices reflect and are aligned with Council’s carbon neutral goal.
• Ensure that Council’s Building Maintenance Team has suitable guidance and support to implement energy efficiency measures as buildings are upgraded.
• Provide Council staff with support to design, build and maintain reductions in greenhouse gas emissions in buildings.
• Join the Victorian Government’s ‘Take2’ program to demonstrate Council’s commitment to reducing emissions.

2. **Reduce greenhouse gas emissions from Council buildings and assets,**
   by 30% compared to 2012/2013

**Activity to date**

Energy Efficiency works at Council Buildings:

• Bayside Corporate Centre (in progress)
• Beaumaris Library (complete)
• Brighton Library (in progress)
• Brighton, Beaumaris and Hampton Senior Citizens Centres (complete)
• Installation of energy efficient fixtures and fittings (e.g., LED lighting, air conditioners) at several Council buildings as maintenance and upgrades occurs (ongoing).
• MV80 Mercury Vapour street lights, while not Council’s assets, have been upgraded to more efficient fluorescent and LED lights or removed which saves electricity consumption and costs, greenhouse gas emissions and maintenance costs. Over 5,000 lights have been upgraded and almost 300 removed and not replaced.
• Energy efficiency opportunities studies and audits have been completed to better understand energy efficiency opportunities at Council’s buildings.

**Future Actions**

Energy Efficiency in Council Buildings

• Continue to reduce greenhouse gas emissions produced in Council buildings through energy efficiency improvements. In particular works at the following buildings:
  o Corporate Centre heating and cooling upgrades, lighting upgrades and building management system improvements
  o Brighton Library and Council Chambers lighting upgrade
• Energy efficient lighting and appliance upgrade at other Council buildings
• Explore opportunities to reduce greenhouse gas emissions from public lighting
3. **Increase the amount of energy from renewable sources for Council operations, by 30% compared to 2012/2013**

**Activity to date**

- Solar panels have been installed on the following buildings:
  - Brighton Seniors Citizens Centre (8kWp)
  - Beaumaris Senior Citizens Centre (8kWp)
  - Bayside City Council Corporate Centre (99kWp)
  - Beaumaris Library (45kWp)
  - Beaumaris Community Centre (5kWp)
  - Toilet Block, Hampton (1.36kWp)

**Future Actions**

- Increase the amount of on-site renewable energy at Council owned community buildings
- Install solar hot water and/or energy efficient hot water at Council buildings
- Explore options for procurement of off-site renewable energy.

4. **Reduce the greenhouse gas emissions intensity from Council’s fleet and staff travel, by 30% compared to 2012/2013**

- Continue to reduce fleet greenhouse emissions through driver behaviour, providing alternatives for car travel and through smaller and/or more fuel efficient vehicles (including alternative fuels).
- Continue provision of Myki cards for staff travel for work purposes.
- Downsize number and size of Council fleet vehicles and purchase smaller, more fuel efficient vehicles
- Continue to deliver the 'Eco-Driver' efficient driving program for Council staff

5. **Accurately measure and report** on Council’s greenhouse gas emissions, with independent verification.

**Activity to date**


**Future Actions**

- Biennial verification of Council’s carbon inventory
- Work with Council’s largest contractors, consultants and service providers to quantify and report on greenhouse gas emissions attributed to services provided to Council
- Continue communication and engagement with the Victorian State Government and the Bayside community regarding Council’s carbon neutral commitment and progress towards carbon neutrality.
- Report on progress towards carbon neutrality objectives through the ESF reporting frameworks.

6. **Reduce Council’s total organisational greenhouse gas emissions, by 5% each year**

**Activity to Date**

Offset residual emissions
Council currently offsets its vehicle fleet emissions with Greenfleet. Through the purchase of Greenfleet offsets, trees are planted in Australia to restore forests, sequestering carbon and creating biodiverse habitats.

**Future Actions**

- Encourage (and where appropriate require) contractors to offset greenhouse gas emissions attributed to their fuel emissions resulting from work for Council
- Use Council’s procurement process to encourage the purchase of reduced greenhouse gas emissions options for goods and services
- Identify criteria for the purchase of offsets and ensure that Council offsets its residual emissions in line with established criteria.
- Identify criteria for offsets to ensure that their purchase meets the needs of Council and the community.

**Monitoring**

Council will implement the following programs to monitor its progress towards carbon neutrality:

- Real time monitoring of energy use at Council’s Corporate Centre
- Monitoring of energy consumption data for Council buildings, provided by Council’s energy provider
- Monitoring of contractor greenhouse gas emissions, in particular fuel emissions
- Monitoring of fuel consumption from Council’s fleet
- Monitoring of renewable energy production on Council owned and operated buildings.

**Reporting**

Annual reporting through Council’s Annual Report and Environmental Sustainability Framework will be provided on the Council website, and in Council newsletters as appropriate.

Council will have its greenhouse gas emissions inventory audited by an independent auditor to ensure that it meets the National Carbon Offset Standards.

**Evaluation**

Council will evaluate the implementation of actions and use its greenhouse gas emissions inventory to measure progress against targets. It will measure the outcomes of its work and document the implementation of programs and activities, quantifying the resultant greenhouse gas emissions reductions and residual emissions to be offset. The emissions inventory and annual greenhouse report will be independently verified to provide confidence to Council and the community.

**14. Key Stakeholders**

While the Plan is an internally-focused document related to Council’s operations, it is a demonstration to the community that Council is committed to using resources wisely, reducing its contribution to climate change and investing now in renewable energy to eventually reduce ongoing costs. The Plan also contains a commitment to join the Victorian Government’s ‘Take2’ initiative, a pledge program for community members and organisations to play their part in limiting global temperature increases to below 2°C. The Bayside Climate Change Action Group has been engaged in the development of the Plan.
Table 4: Carbon Neutrality Action Plan Stakeholders

<table>
<thead>
<tr>
<th>Stakeholder group</th>
<th>Internal/External</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council staff</td>
<td>Internal</td>
<td>Align activities with Carbon Neutrality Action Plan, participate in behaviour change programs, develop policies in accordance with the carbon neutral plan. Take sustainable transport options as appropriate.</td>
</tr>
<tr>
<td>Tenants of leased/licensed buildings</td>
<td>External</td>
<td>Liaison for renewable energy. Partner in behaviour change programs.</td>
</tr>
<tr>
<td>Bayside residents</td>
<td>External</td>
<td>Information provision to community on progress towards carbon neutrality</td>
</tr>
<tr>
<td>Sustainability Victoria</td>
<td>External</td>
<td>‘Take2’ Program administration</td>
</tr>
</tbody>
</table>

15. Program of capital works

The following capital works projects/programs are required to achieve the strategic objectives of the Carbon Neutral Plan.

Table 5. Planned Capital Works

<table>
<thead>
<tr>
<th>Priority (or timeframe)</th>
<th>Capital project</th>
<th>Estimated costs</th>
<th>Resourcing</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017/2018-2019/2020</td>
<td>Sustainable Building Program: Energy efficiency at Council owned and operated buildings</td>
<td>$150,000 annually (approx.)</td>
<td>Capital Expenditure</td>
</tr>
<tr>
<td>2017/2018-2019-2020</td>
<td>Sustainable Building Program: Renewable energy at Council owned and operated buildings and community facilities</td>
<td>$350,000 annually (approx.)</td>
<td>Capital Expenditure</td>
</tr>
<tr>
<td>2018/2019-2019/2020</td>
<td>Plan and Upgrade VicRoads lighting *Note – further work is to occur to investigate feasibility and explore project and its funding arrangements with VicRoads</td>
<td>$825,000 (estimated and to be confirmed)</td>
<td>VicRoads and Council Capital Works program</td>
</tr>
</tbody>
</table>

With the exception of VicRoads street lighting works, the capital costs above have been considered and included in Council's long time financial planning.
16. References

Point Advisory, 2015; Carbon Neutral Status Review and Action Plan: Reports One to Four
Enhar, 2015; Solar PV Feasibility Study and Energy Efficient Hot Water
Bayside City Council; 2012; Climate Change Strategy 2016: A Plan for Council Operations
EPA Victoria, 2014: EPA Victoria's greenhouse gas inventory management plan, Publication
1562.
Municipal Association of Victoria, 2010: The Victorian Local Government Guide to reducing emissions
Sustainability Victoria 2017 – Climate Change Social Research
We acknowledge the Boonwurrung people of the Kulin Nation as the traditional owners of this land and we pay respect to their Elders past and present.

We acknowledge that together we share a responsibility to nurture this land, and sustain it for future generations.

This Carbon Neutrality Action Plan is printed on 100% carbon neutral and recyclable paper
**Purpose and background**

This report presents an update on implementation of the Bayside Environmental Sustainability Framework 2016-2025 (the ESF).

At the Ordinary Meeting of Council on 24 May 2016, Council resolved (in part) to:

- ‘Adopt the Environmental Sustainability Framework 2016-2025’; and
- ‘Receive a report annually on the progress and updates to the Environmental Sustainability Framework Action Plan’.

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

- **Goal 1: Leading the way** – Bayside City Council operating as a model of environmental sustainability.
- **Goal 2: Community Partnerships** – Supporting an empowered and connected community that acts locally to reduce consumption and live sustainable.
- **Goal 3: Resilience** – Developing community and ecosystem resilience for current and future climate change impacts.
- **Goal 4: Sustainable Places** – Advocating and influencing for healthier ecosystems and more liveable Bayside urban areas and infrastructure.

The ESF contains ten environmental themes to help prioritise and achieve each of the goals: Biodiversity, Environmental Citizenship, Sustainable Buildings, Sustainable Businesses, Sustainable Development, Sustainable Procurement, Sustainable Transport, Sustainable Water, Waste Management and Zero Carbon. A number of strategic objectives, targets and indicators are identified across the ten themes.

**Key issues**

The ESF is accompanied by a four-year action plan that, for each goal, details targets and objectives, actions, roles and responsibilities, timelines, costs, performance indicators and monitoring and evaluation methodology. An annual action plan has been developed to ensure that actions are assigned appropriately within Council and that implementation is monitored and regularly reported.

The ESF contains a commitment to an annual review to monitor progress with targets and the delivery of the action plan, and to assist in guiding annual works plans. Good progress has been made on ESF actions during the third year of its implementation in 2018/2019. The overall goal of completing all identified actions remains an achievable and realistic goal.

**ESF Action Plan Update**

Recommendations from the Environmental Sustainability Service Review report and the Environmental Citizenship Research project, both conducted in 2018, were included in the updated *ESF Action Plan 2019-2023.*

The ESF Action Plan was amended to align with any new Strategies and Plans to minimise duplication of actions. Actions which were completed in the ESF Action Plan 2016-2019 were removed. Actions which were listed as ‘Ongoing’ in the ESF Action Plan 2016-2019 were included with a timeframe for completion.

Strategic Objectives, Targets and Indicators were only updated where new information in Strategies and Plans endorsed by Council superseded those Strategic Objectives, Targets and Indicators in the Action Plan 2016-2019.

As reported to Council in February 2019, the updated *ESF Action Plan 2019-2023* contains 70 actions. Sixty-seven of the 70 actions contained within the ESF Action Plan are ‘On Track’, two actions have been delayed and one action is unlikely to be delivered.

Nine actions have been successfully completed by the end of 2018/2019 and 15 actions are scheduled to commence within the next two years.

The actions completed to the end of 2018/19 are identified in Attachment 1. Highlights of these actions include:

- Approval of the Recycling and Waste Management Strategy by Council in October 2018, including the introduction of a new food and green waste recycling service in 2019;
- The installation of solar panels at eight more Council-owned community buildings, including seven early childhood centres, to provide an additional 75 kilowatts of solar power;
- A forum on solar power and current rebates for 150 residents in March 2019, co-hosted with Kingston City Council;
- Delivery of the ‘Golden Opportunities’ program with Aged Care Facilities to build their capability to improve energy efficiency;
- A total of 20,476 tonnes of recyclables and green waste diverted from landfill in 2018/2019;
- Community recycling stations at Beaumaris Library and Bayside Corporate Centre accepted more than 4,419 kilograms of recyclable material that is not ordinarily suitable for kerbside collection, and a further 1,374 kilograms of soft plastics;
- Total greenhouse gas reductions have exceeded the 5 per cent annual reduction target;
- Electricity use at the Bayside Corporate Centre reduced by 9.7% due to lighting upgrades;
- An audit of 82 Council small facilities for energy, water and waste efficiency opportunities was completed;
- Council committed to switching its electricity supply to renewable energy, with support from our partners in the South East Councils Climate Change Alliance;
- Focus groups were facilitated in November 2018, to inform the design and development of environmental behaviour change initiatives under Council’s Environmental Citizenship program; and
- Council resolved to remove any single-use plastics from its operations at the Corporate Centre and libraries by 30 June, and from other Council facilities by 30 June 2020.

There is a range of activities assisting the delivery the ESF action plan and to meet Council’s environmental commitments. The following plans and programs to support the achievement of ESF objectives are currently being implemented or are under development:

- Biodiversity Action Plan (being implemented);
- Carbon Neutrality Action Plan (being implemented);
- Environmental Citizenship Program (being implemented);
- Sustainable Infrastructure Policy (being implemented);
- Recycling and Waste Management Strategy (being developed); and
- Water for Bayside (Council’s Integrated Water Management Strategy) (currently in community consultation).

**Recommendation**

That Council:

1. Notes the actions taken during 2018/19 to implement the updated Environment Sustainability Framework Action Plan as shown in Attachment 1.

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.

**Support Attachments**

Considerations and implications of recommendation

Liveable community

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

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

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

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

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

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

Legal
There are no legal implications associated with this report.

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

Links to Council policy and strategy
The implementation of actions contained with the ESF is aligned with the Bayside Community Plan 2025 which identifies the community aspiration that: “By 2025, both community and Council will be environmental stewards, taking action to protect and enhance the natural environment and balancing appreciation and use with the need to protect natural
assets for future generations.” The implementation of the ESF actions is also aligned with Goal 5 of the Council Plan 2017 – 2021 – “Environment”.

**Options considered**
The implementation of actions in the Environmental Sustainability Framework Action Plan for 2019-2023 is presented for discussion by Council. No further options are considered.
The table below provides a status report for actions within each of the goal areas and includes the following detail:

- Theme and Targets/Objectives
- Action
- A comment on the status of each action
- An estimated indication of the progress to completion, by percentage
- A colour code highlighting if the action is On Track or Delivered (Green); Delayed or Behind Schedule (Yellow); Unlikely to be Delivered (Red).
- Shaded cells highlight actions scheduled to commence from 2019/20.

<table>
<thead>
<tr>
<th>Environmental Theme</th>
<th>Objective</th>
<th>Action</th>
<th>Timing</th>
<th>Status</th>
<th>% Complete</th>
<th>Colour Code</th>
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<tbody>
<tr>
<td>Biodiversity</td>
<td>Increase community participation in biodiversity conservation.</td>
<td>Continue to deliver the 'Gardens for Wildlife' program engaging residents with wildlife gardening improvements</td>
<td>2019/20</td>
<td>The 'Gardens for Wildlife' program was delivered in 2017/18, with 3 part-time Garden Guides visiting the 50 properties which participated in the program. Further delivery in 2019/20 is dependent on available resources and demand.</td>
<td>80%</td>
<td>On Track</td>
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<td></td>
<td></td>
<td>Promote biodiversity education to children</td>
<td>2020/21</td>
<td>Scheduled to commence in 2020/21</td>
<td>0%</td>
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<td></td>
<td></td>
<td>Continue to support local Friends Groups by providing equipment, materials and knowledge to promote and conserve biodiversity</td>
<td>2019-23</td>
<td>The 'Green Money' program was trialled to support local friends groups in 2018. Promotion of Friends group activities continues through newsletters. Support has been provided through the Bayside Environmental Friends Network. Council secured $62,000 from the Victorian Government to: Create a ‘Living Museum’ and education space at Bayside Community Nursery; Provide Sustainable Environment Grants in 2019/20: and Support local Friends groups with infrastructure and resources for water quality monitoring and habitat hollow monitoring activities</td>
<td>50%</td>
<td>On Track</td>
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<td>Item 10.7 – Reports by the Organisation</td>
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<td>Maintain natural biodiversity assets and increase conservation effort in areas requiring attention. This includes objectives to:</td>
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<td>• Increase landscape scale connectivity of indigenous and other vegetation</td>
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<td>• Increase Council and community knowledge of natural assets including changes in condition on Council managed foreshores, reserves and parks</td>
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<td>• Reduce negative impacts of pest plants and animals on native fauna</td>
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<td>• Increase biodiversity and ecosystem health improvements on private land.</td>
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<td>• Increased tree canopy cover</td>
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<td>Implement high priority actions from the Biodiversity Action Plan 2018</td>
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<td>2021/22</td>
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<td>Council’s Biodiversity Action Plan was adopted in June 2018. High priority actions are to be delivered by 2021/22, pending budget approval for new initiatives.</td>
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<td>25% On Track</td>
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<td>Introduce a Data Monitoring collection system for the Biodiversity Action Plan</td>
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<td>2019/20</td>
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<td>Scheduled to commence in 2019/20.</td>
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<td>Assess the population status of locally regionally and/or state significant rare or threatened species</td>
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<td>2020/21</td>
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<td>Scheduled to commence in 2020/21.</td>
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<tr>
<td>Environmental Citizenship</td>
<td>Increase staff awareness and engagement in environmental sustainability</td>
<td>Continue to implement the 'Working Greener' staff education program across all business units by 2020</td>
<td>2020/21</td>
<td>The 'Working Greener' staff green office program was reinvigorated in June 2018 with the launch of the 'Green Money' initiative incentivising environmental behaviour. Over 220 staff are members as at June 2019.</td>
<td>50%</td>
<td>On Track</td>
</tr>
<tr>
<td>Environmental Citizenship</td>
<td>Increase community awareness and engagement in environmental sustainability. Council to engage with households to:  - Increase in waste diversions  - Decrease in water consumption  - Increase use of renewable energy  - Increase in energy efficiency</td>
<td>Deliver the Environmental Citizenship Program</td>
<td>2019-21</td>
<td>The Environmental Citizenship Program for 2019 is being delivered with programs to 2021 in development, based on research undertaken in October 2018. Events delivered in 2018/19 included:  Speed Date A Sustainability Expert (Sept 2018, 40 attendees);  Garage Sale Trail (Oct 2018, 82 sale sites);  Composting Workshop (March 2019, 51 attendees);  Solar Workshop (March 2019, 150 attendees);  Plastic Free Early Years Workshop (July 2019, 30 attendees).</td>
<td>33%</td>
<td>On Track</td>
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<tr>
<td>Environmental Theme</td>
<td>Develop a Communications Plan (internal and external) to promote sustainability principles, the ES Framework and related policies to encourage behaviour change</td>
<td>Communications Plans for specific Environmental Citizenship programs are developed for events. An overall ES Communications Plan is scheduled to be developed in late 2019.</td>
<td>2019</td>
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<td>0%</td>
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<tr>
<td>Environmental Theme</td>
<td>Conduct second biennial community Satisfaction survey, including questions on Environmental Citizenship</td>
<td>Scheduled for March 2020/21. An Environmental Citizenship survey has been developed, including questions included in the Customer Satisfaction Survey 2018 on environmental behaviours. These will be surveyed every 2 years.</td>
<td>2020</td>
<td></td>
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<tr>
<td>Environmental Theme</td>
<td>Continue to promote and facilitate Teacher Environment Network (TEN) meetings, prior to review being completed</td>
<td>Four meetings were held in 2018/19 with the following themes:  'Waste' – Brighton PS, Sept 2018  'Biodiversity' – Albert Park PS, Oct 2018  'Indigenous Gardens and Biodiversity corridors' - Elsternwick PS, March 2019  Port Phillip Bay STEM citizen science, May 2019.</td>
<td>2019/20</td>
<td></td>
<td>100%</td>
<td>Delivered</td>
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<td>Details</td>
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</table>
| 10.7 | Continue to deliver the Schools Strategy and Action Plan, as the ‘Sustainable Schools’ program, prior to review being completed | 2019/20 | The Schools Strategy and Action Plan has been developed and delivered under contract as the ‘Sustainable Schools’ program since 2016/17. The Sustainable Schools Program agreement between Bayside City Council (BCC) and Port Phillip EcoCentre (PPEC) is comprised of five broad components:  
  - Tomorrow’s Leaders for Sustainability (TLFS)  
  - The Teacher’s Environment Network (TEN)  
  - Principal and school initial engagement  
  - School Sustainability Festival | 100% | Delivered |
<p>|      | Review the suite of service of children’s education programs to determine the most effective options, including in early childhood programs | 2019/20 | Scheduled to commence in 2019/20. | 0% | |
|      | Establish clear and consistent evaluation methodology for all education programs. | 2019/20 | Evaluation processes of programs will be updated ensuring consistency across programs. EcoCentre evaluation processes have been reviewed and updated as part of the monitoring and evaluation framework of the 2018 – 2021 EcoCentre Strategic Plan. | 20% | On Track |</p>
<table>
<thead>
<tr>
<th>Environmental Theme</th>
<th>Objective</th>
<th>Action</th>
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<th>Status</th>
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<tr>
<td>Sustainable Buildings</td>
<td>All Council buildings to be developed and delivered in accordance with the Sustainable Infrastructure Policy 2018 Increase utilisation of existing Council owned buildings</td>
<td>Implement Sustainable Infrastructure Policy and Guidelines to ensure resource efficient use of buildings and building design incorporates specifications on minimum performance standards for products, technologies and services to help meet Sustainable Infrastructure Policy objectives</td>
<td>2020/21</td>
<td>The Sustainable Infrastructure Policy was adopted by Council in March 2018, accompanied by draft Guidelines to support the implementation of the Policy. Following the completion of the by SECCA 'ESD Matrix' tool in June 2018, this tool has been trialled on 3 projects in 2018-19, for inclusion as part of the finalised Sustainable Infrastructure Guidelines.</td>
<td>50%</td>
<td>On Track</td>
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<td>Identify and implement new opportunities for building resource efficiency upgrades</td>
<td>2020/21</td>
<td>An audit of 82 Council small facilities for energy, water and waste efficiency opportunities was completed in July 2019. These opportunities will be implemented in 2019-2021 pending annual capital budgets.</td>
<td>60%</td>
<td>On Track</td>
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<td>Implement Procurement Policy 2018 clauses relating to Sustainable Procurement.</td>
<td>2020/21</td>
<td>A revised Procurement Policy was adopted by Council in June 2018. This revised Policy enabled the inclusion of Sustainable Procurement clauses in tenders and Request for Quotation (RFQ) documents. Tender and RFQ templates will be updated in 2019.</td>
<td>60%</td>
<td>On Track</td>
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<td>Establish a process to ensure sustainability principles are considered as part of the development of capital works projects, including the determination of those criterion used to assess the sustainability credentials of proposed projects</td>
<td>2018/19</td>
<td>A process to ensure sustainability principles are considered as part of the development of capital works projects has been included in the draft Project Management Framework, to be revised and completed with the Framework in 2019/20.</td>
<td>90%</td>
<td>On Track</td>
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<td>Review existing occupancy of Council buildings; Complete items from Building Asset Management Plan 2016</td>
<td>2021/22</td>
<td>Scheduled to commence in 2020/21.</td>
<td>0%</td>
<td>On Track</td>
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<tr>
<td>Environmental Theme</td>
<td>Objective/Target</td>
<td>Action</td>
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| Sustainable Businesses | Increase community awareness and engagement in environmental sustainability. Council to engage with small – medium sized businesses to:  
  - Increase in waste diversions  
  - Decrease in water consumption  
  - Increase use of renewable energy  
  - Increase in energy efficiency | Develop a local business and events program to promote sustainability initiatives by businesses and traders associations | 2019/20 | The 'GreenMoney' program was trialled with local businesses in 2017/18.  
  The 'Responsible Cafes' program has been promoted in 2018/19, as part of promotion of initiatives to reduce single-use plastics.  
  Council approved the promotion of the Sustainability Victoria 'Love Food Hate Waste' program in July 2019.  
  Council has engaged local businesses to develop sustainable events and tourism opportunities in 2019. | 50%        | On Track     |
<p>|                     |                                                                                  | Develop a program of initiatives in sustainable business practices that will continue to assist local business to adopt new environmental and resource usage practices, including facilitating access for Bayside businesses to Local, State and Commonwealth sustainability programs. | 2020/21 | Funded by a Victorian Government grant, the 'Golden Opportunities' project was completed in 2017/18 to improve energy efficiency capability with 12 local aged care facilities. The program identified energy efficiency opportunities and enabled access to further grants. | 30%        | On Track     |</p>
<table>
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<th>Environmental Theme</th>
<th>Objective</th>
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<tbody>
<tr>
<td>Sustainable Development</td>
<td>Improved environmental standards for new residential and commercial buildings and renovations in the planning approval process.</td>
<td>Review interdependent processes and develop a Service Level Agreement between Environmental Sustainability and Development Services relating to internal Statutory Planning referrals</td>
<td>June 2019</td>
<td>A Service Level Agreement between Environmental Sustainability and Development Services relating to internal Statutory Planning referrals has been developed</td>
<td>100%</td>
<td>Delivered</td>
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<td>Continue to embed Environmentally Sustainable Design (ESD) principles in planning scheme and processes utilising Council’s membership to CASBE</td>
<td>2021/22</td>
<td>Council has participated in CASBE Network meetings and forums in 2018/19 to learn how to embed Environmentally Sustainable Design (ESD) principles in planning scheme and processes.</td>
<td>20%</td>
<td>On Track</td>
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<td>Integrate use of the Built Environment Sustainability Scorecard (BESS) to guide staff and developers</td>
<td>2020-22</td>
<td>Training of staff in the use of the BESS tool is scheduled for 2019/20.</td>
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<td>After embedding sustainability principles into planning processes, examine opportunities to improve the enforcement of planning permit conditions associated with sustainability principles.</td>
<td>2021/22</td>
<td>Enforcement of planning permit conditions associated with sustainability principles will occur after sustainability principles are embedded into planning processes to meet policy requirements.</td>
<td>0%</td>
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<td>Develop voluntary guidelines for design and material selection for development in coastal areas to reduce climate change vulnerability</td>
<td>2021/22</td>
<td>Scheduled to commence in 2020/21.</td>
<td>0%</td>
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<td>Council capital works projects completed consider Environmental Sustainability in planning, design, construction and operation.</td>
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<td>Develop internal environmental design standards for capital works projects in design, construction, operation fit out and in consideration of the community to include indoor air quality, energy, water, waste, transport, materials, biodiversity and carbon emission considerations</td>
<td>2020</td>
<td>Council is embedding Sustainable Infrastructure Guidelines into the Project Management process for capital works projects. The SECCA ESD Matrix tool has been trialled to develop ESD briefs to meet required standards for environmental design.</td>
<td>50%</td>
<td>On Track</td>
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<tr>
<td>Environmental Theme</td>
<td>Objective</td>
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<td>Sustainable</td>
<td>Increase Council procurement of low greenhouse gas emissions, water and</td>
<td>Continue to deliver sustainable procurement training for all Council staff and ensure training is included in the training calendar</td>
<td>2019/20</td>
<td>A Sustainable Procurement workshop was held for Capital works project managers and key staff in 2018-19. Training for all staff will occur in 2018/19.</td>
<td>50%</td>
<td>On Track</td>
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<tr>
<td>Procurement</td>
<td>materials-intensive and non-toxic products and services</td>
<td>Continue to measure sustainable purchasing by the organisation, and report against the 2018/19 baseline</td>
<td>2020/21</td>
<td>Consultants have been engaged in 2018/19 to establish a measurement process and baseline. Measurement and reporting of sustainable procurement will commence after staff training and additions to corporate purchasing systems.</td>
<td>25%</td>
<td>On Track</td>
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<td>Continue to work with Events team to embed sustainability into the Events Policy</td>
<td>2020/21</td>
<td>Event guidelines were reviewed with Events team following major Council events. The focus is on practical implementation of both Council and Community events to ensure environmental impact is minimised and event guidelines are met.</td>
<td>20%</td>
<td>On Track</td>
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<td>Promote food growing within the community</td>
<td>2020/21</td>
<td>Council finalised the 'Don't Feed the Bins' program with an evaluation workshops in August 2018. Workshops were held at local Farmer’s Markets and Bright n' Sandy Festival to promote food growing, and a composting workshop was held March 2019. Further promotion will be undertaken pending establishment of a community garden.</td>
<td>75%</td>
<td>On Track</td>
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<td>Continue to work with the community to assist in them establishing community gardens and other sustainability food activities</td>
<td>2020/21</td>
<td>Council has assisted Sandringham Rotary Club to develop a proposal for a new community garden, in accordance with the Community Garden Policy 2018. Council continues to respond to enquiries from the community about community gardening opportunities.</td>
<td>100%</td>
<td>Delivered</td>
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<td>Environmental Theme</td>
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</tr>
<tr>
<td>Sustainable Transport</td>
<td>Reduce greenhouse gas emissions intensity of Council’s fleet and staff travel to work by 2020</td>
<td>Minimise the environmental impact of Council’s vehicle fleet</td>
<td>2020/21 Council has replaced all fleet commuter vehicles with hybrid vehicles, with 26 hybrid fleet vehicles as at July 2019.</td>
<td>70%</td>
<td>On Track</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Review, update and implement Council’s Green Travel Plan to promote and encourage sustainable travel choices amongst staff</td>
<td>2019/20 A Staff Travel Survey has been conducted in July 2019 to inform development of the revised Green Travel Plan. Staff continue to use corporate Myki cards and electric bicycles for staff work travel</td>
<td>25%</td>
<td>On Track</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Promote and encourage sustainable transport choices to the community</td>
<td>2020 The Bayside Bicycle Map was made available as an App to assists with the promotion of the shared path network.</td>
<td>100%</td>
<td>Delivered</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Continue to promote Bayside’s network of shared paths</td>
<td>2020/21 Provision of bicycle parking at Council-run community events to encourage the community to ride rather than drive to these events</td>
<td>100%</td>
<td>Delivered</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Develop a Communication Plan for the Integrated Transport Strategy 2018</td>
<td>2020/21 Scheduled to commenced in 2019/20, following the appointment of a new Transport Planner in June 2019.</td>
<td>0%</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Facilitate the introduction of car share schemes through the development of policy tools to enable access to on-street parking for such schemes</td>
<td>2020/21 To be delivered with implementation of the Integrated Transport Strategy in 2019-20.</td>
<td>0%</td>
<td></td>
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<td></td>
<td></td>
<td>Better quality and more integrated transport infrastructure in Bayside to support public transport, cycling and walking to reduce car trips and emissions in Bayside Community and business support for and participation in active, public and low-carbon transport options</td>
<td>Deliver the Integrated Transport Strategy 2018</td>
<td>2022/23 The Integrated Transport Strategy was adopted by Council in June 2018. Delivery of actions are reported to Council annually is a separate report.</td>
<td>20%</td>
<td>On Track</td>
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<tr>
<td>Environmental Theme</td>
<td>Objective</td>
<td>Action</td>
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<tr>
<td>Sustainable Water</td>
<td>Transition from using potable water to using recycled water or stormwater for Council operations and facilities where practical</td>
<td>Continue to implement corporate centre audit water recommendations</td>
<td>2021/22</td>
<td>Of the 4 recommended actions identified in the Corporate Centre Audit, 3 actions have been completed: The rain water pumping system has been repaired; More water efficient fixtures and fittings have been installed as part of regular maintenance; and remaining non-waterless urinals have been converted to low flush systems. The rainwater tank was connected to the north side of the building in June 2019. Installation of rainwater tank gauge sensors has been reviewed and costed; any may be integrated into a new monitored</td>
<td>75%</td>
<td>On Track</td>
</tr>
<tr>
<td>Implement Integrated Water Management Plan 2019</td>
<td>Implement Integrated Water Management Plan 2019</td>
<td>'Water for Bayside', the revised draft Integrated Water Management (IWM) Plan will be presented to Council for adoption in September 2019. Presentation to Council has been rescheduled due to development of DELWP-led IWM Forum for Dandenong Catchment process, and development of Ester Creek Action Plan. IWM projects will be delivered in September 2019 at AJ Steele Reserve and North Road, Brighton to irrigate trees with stormwater. Further projects are scheduled in each year to 2039.</td>
<td>2022/23</td>
<td>5%</td>
<td>Delayed</td>
<td></td>
</tr>
<tr>
<td>Deliver Dendy Street Beach Rain Garden</td>
<td>Deliver Dendy Street Beach Rain Garden</td>
<td>Dendy Street Beach Rain Garden is part of the Dendy Street Beach Pavilion project which has been delayed, due to objections at VCAT.</td>
<td>2020/21</td>
<td>0%</td>
<td>Delayed</td>
<td></td>
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<tr>
<td>Environmental Theme</td>
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<tr>
<td>Sustainable Water</td>
<td>Reduced potable water consumption per household</td>
<td>Continue to work with South East Water to deliver a range of education programs and activities to achieve greater involvement and understanding</td>
<td>2020/21</td>
<td>Council has worked with South East Water in 2019 to install 'Choose Tap' water bottle refilling stations along the Bay Trail and in Royal Avenue reserve. The development and implementation of water conservation programs will be considered as part of Council’s Environmental Citizenship program for 2020/2021.</td>
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<td>Continue to advocate to water authorities to do more to encourage water efficiency in households and businesses in Bayside</td>
<td>2020/21</td>
<td>A draft biennial Environment Citizenship research survey was developed for including in the Customer Satisfaction Survey, including questions on water use practices. Data from all Council water accounts showed Council’s activities should be targeted at reducing water in parks and reserves, in which 80% of Council’s potable water use occurs. Data from all Council water accounts was analysed for completeness in July 2018.</td>
<td></td>
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<tr>
<td>Improve the quality of stormwater entering the Bay</td>
<td>Retain more stormwater in the landscape</td>
<td>Manage storm water, debris and waste to protect the water quality of the Bay and enhance the environment</td>
<td>2020/21</td>
<td>Deliver projects from Integrated Water Management Strategy 2019 and IWM Forum Strategic Directions Statement relating to improving stormwater quality and drainage to Port Phillip Bay</td>
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<td>A project to improve stormwater outfalls to the Bay has been included in the IWM Strategic Directions Statement for the Dandenong catchment, endorsed by Council in June 2018. This project will be scoped with partner Councils in 2019/20. Council has completed Year 1 of an EPA-led Port Phillip Bay Fund grant project for citizen science monitoring of beaches affected by stormwater drain outfalls.</td>
<td>2020/21</td>
<td></td>
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<td></td>
<td></td>
<td>Continue to implement clause 22:08 of the planning scheme; that is Water Sensitive Urban Design</td>
<td>2020/21</td>
<td>This clause has continued to be implemented since 2016, however the effectiveness of this clause has not yet been measured.</td>
<td></td>
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<tr>
<td>Waste Management</td>
<td>Reduce the percentage of waste to landfill from Council operations</td>
<td>Continue to deliver staff education and behaviour change to reduce resource loss (contamination) of recyclable and compostable materials in the waste bins to below 20% by 2020, at the Corporate Centre</td>
<td>2020/21</td>
<td>In accord with the Council resolution to remove all single use plastic from the Corporate Centre and libraries by 30 June 2019, a staff education and behaviour change campaign was delivered. The campaign included staff workshops, presentations at staff meetings and an audit of single use plastics at the Corporate Centre. A new communications plan will be delivered in 2019/20 to reinforce behaviour to eliminate single-use plastic from Council buildings.</td>
<td>33%</td>
<td>On Track</td>
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<td></td>
<td></td>
<td>Continue to deliver strategies to decrease paper use across the organisation</td>
<td>2020/21</td>
<td>Due to IT and system improvements in 2019, paper use for new printers is better able to be monitored. Paper use is declining, due to planning processes being delivered online and avoided printing due to new devices.</td>
<td>50%</td>
<td>On Track</td>
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<td></td>
<td></td>
<td>Advocate to the State Government and the Municipal Association of Victoria for a sustainable solution to the recycling crisis</td>
<td>2019/20</td>
<td>Mayor, Cr Evans wrote to Minister Lily D’Ambrosio with a petition from 431 Bayside residents to ‘Fix Recycling Now’ in June 2018. A Recycling Advocacy Statement was produced by Council for the Victorian Election campaign in September 2018. Council supported the ‘Rescue our Recycling’ – MAV advocacy campaign in March 2019</td>
<td>100%</td>
<td>Delivered</td>
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<td>Timing</td>
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<tr>
<td>Waste Management</td>
<td>Increase diversion of household waste from landfill from kerbside</td>
<td>Implement sustainability actions in the Recycling and Waste Management Strategy 2018</td>
<td>2021/22</td>
<td>The Recycling and Waste Management Strategy was adopted by Council in October 2018.</td>
<td>25%</td>
<td>On Track</td>
</tr>
<tr>
<td></td>
<td>collections, to 60% by 2020, and to 75% by 2025, from 2014/15 baseline</td>
<td>An action to create a new Waste Minimisation Officer position to deliver education was completed in 2018/19. Council</td>
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<td></td>
<td></td>
<td>Investigate and assess opportunities for advanced waste resource recovery treatment and processing</td>
<td>2020/21</td>
<td>Council facilitated and committed to a joint venture of 17 south eastern Metropolitan Councils for an advanced waste resource recovery treatment and processing facility, to be built by 2025.</td>
<td>100%</td>
<td>Delivered</td>
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<tr>
<td></td>
<td></td>
<td>Continue to deliver a range of education initiatives to achieve greater resource recovery</td>
<td>2021/22</td>
<td>Garage Sale Trail was held in October 2018, with 83 sales in Bayside and 531 kg of items re-homed. A Composting workshop was held for 51 residents in March 2019. Education activities to support recycling were put on hold pending a new recycling contract provider from July 2019.</td>
<td>30%</td>
<td>On Track</td>
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<tr>
<td></td>
<td></td>
<td>Implement identified efficiencies in the hard waste collection service to maximise resource recovery by 2025</td>
<td>2021/22</td>
<td>Service changes to hard waste service were implemented as part of revised Recycling and Waste Management Strategy, following the Service Review.</td>
<td>30%</td>
<td>On Track</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Review recommendations for e-waste made in the Environmental Citizenship Research 2018</td>
<td>2021/22</td>
<td>In May / June 2019, Council delivered the Sustainability Victoria 'Take your e-waste to a Better Place' campaign to promote new Victorian Government legislation banning electronic waste (e-waste) from landfill as of 1 July 2019.</td>
<td>100%</td>
<td>Delivered</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Support the introduction of combined food and garden waste recycling, including communications and education activities.</td>
<td>2021/22</td>
<td>Council delivered a major Communications and Engagement Plan from April to June 2019 to promote the introduction of the new food and garden waste recycling service. Events included presentations, stalls at community events, and 'pop-up' engagements in shopping strips.</td>
<td>50%</td>
<td>On Track</td>
</tr>
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<td>Environmental Theme</td>
<td>Objective/Target</td>
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<tr>
<td>Zero Carbon</td>
<td>Achieve Carbon Neutrality by 2020.</td>
<td>Implement the Carbon Neutral Action Plan 2018</td>
<td>2020/21 Council’s Carbon Neutrality Action Plan was adopted in March 2018. Delivery of actions are reported to Council annually is a separate report.</td>
<td>50%</td>
<td>On Track</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Continue to install solar panels based on the Solar Feasibility Study 2015, and investigate feasibility of installing solar on new and further Council-owned sites</td>
<td>2021/22 In 2018/19, 282 solar panels (totalling 75 kilowatts) were installed at 8 further Council buildings, including 7 early childhood centres. An additional feasibility study for solar panels was undertaken on 11 Council owned and operated buildings, with 7 buildings to have 35kW capacity of solar installed in 2019/20.</td>
<td>50%</td>
<td>On Track</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Continue to assess feasibility of battery storage and new renewable energy technologies, and implement where feasible</td>
<td>2021/22 Initial investigations to assess feasibility of battery storage in Council facilities were undertaken in June 2019. The assessment recommended waiting for prices to drop so payback periods were acceptable.</td>
<td>50%</td>
<td>On Track</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Continue to investigate opportunities and develop partnerships to fund renewable energy installation</td>
<td>2021/22 In 2018-19, Council committed to the South East Councils Climate Change Alliance project to develop renewable energy for procurement from June 2020. Council applied for 2 grants to fund solar on Council owned buildings in 2018/19.</td>
<td>75%</td>
<td>On Track</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Continue to increase annual overall percentage of low emission asphalt, recycled asphalt, and recycled aggregate in road and footpath construction</td>
<td>2021/22 In 2018/19, Council has used the following quantities of recycled materials in road construction:  • 2,645 tonnes of recycled asphalt  • 721 tonnes of glass  • HDPE plastic equal to 101,000 2L milk bottles. This has reduced materials sent to landfill by almost 4,000 tonnes and reduced greenhouse gas emissions by more than 21.6 tonnes CO₂-e. The ‘carbon footprint’ has reduced by approximately 65 per cent. This is the equivalent annual kerbside recycling for 350 households.</td>
<td>25%</td>
<td>On Track</td>
<td></td>
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<tr>
<td>Item 10.7 – Reports by the Organisation</td>
<td>Page 135 of 253</td>
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<th>Environmental Theme</th>
<th>Objective/Target</th>
<th>Action</th>
<th>Status</th>
<th>% Complete</th>
<th>Colour Code</th>
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<tbody>
<tr>
<td>Zero Carbon</td>
<td></td>
<td>Continue to develop opportunities for Council to support community solar power program for residents and businesses</td>
<td>2019/20</td>
<td>10%</td>
<td>Off Track</td>
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<tr>
<td></td>
<td></td>
<td>Work with community groups or other agencies to reduce greenhouse gas emissions. As the largest emission concentrator, prioritise the Sandringham Family Care Centre</td>
<td>2019/20</td>
<td>0%</td>
<td>Unlikely to be delivered</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Develop and offer a solar bulk-buy program to residents and SMEs</td>
<td>2019/20</td>
<td>50%</td>
<td>On Track</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Continue to support implementation of the Bayside Municipal Emergency Management Plan, including the Heatwave Plan</td>
<td>2021/22</td>
<td>30%</td>
<td>On Track</td>
</tr>
</tbody>
</table>

Council is prepared for and mitigating risks from climate change including:
- Drought and heat waves
- Coastal impacts including storm surges, sea-level rise, and coastal erosion
- Disruptions to supply of essential services including electricity, fuel, water and food
- Heat-related asset failures (e.g., building cooling systems, road surfaces, etc.)
- Higher peak flows and local flooding
<table>
<thead>
<tr>
<th>Item</th>
<th>10.7 – Reports by the Organisation</th>
<th>136 of 253</th>
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</thead>
<tbody>
<tr>
<td><strong>• Deterioration of buildings and other built surfaces</strong></td>
<td>Continue to implement actions in the Climate Change Strategy to better understand local impacts</td>
<td>2021/22</td>
</tr>
<tr>
<td><strong>• Deterioration of open space, stress on the natural environment and associated costs</strong></td>
<td>Ensure new community recreational facilities and upgrades along the coast are designed to be easily protected, raised or relocated, or have a shorter design life</td>
<td>2021/22</td>
</tr>
<tr>
<td><strong>• Heat-related stress and mortality (particularly among vulnerable populations)</strong></td>
<td>Work with Melbourne Water to investigate areas of greatest risk from flooding due to extreme events and drainage failure, and investigate site specific solutions</td>
<td>2021/22</td>
</tr>
<tr>
<td><strong>• Community impacts: people particularly vulnerable to climate change impacts and less able to respond effectively include the elderly, the very young, people with disabilities or chronic illness, people on low incomes, people with poor quality housing, the homeless, new arrivals and those from diverse cultural backgrounds</strong></td>
<td>Review and update existing planning overlays including Land Subject to Inundation Overlay (LSIO), Special Building Overlays (SBO) and Flood Overlays (FO)</td>
<td>2021/22</td>
</tr>
<tr>
<td><strong>• Continued liaison with the State government regarding future coastal projects to provide guidance on the development of coastal vulnerability assessments and guidelines</strong></td>
<td>Continued liaison with the State government regarding future coastal projects to provide guidance on the development of coastal vulnerability assessments and guidelines</td>
<td>2021/22</td>
</tr>
</tbody>
</table>
Executive summary

Purpose and background
The purpose of this report is to present to Council the Managing On-Street Parking Demand and Residential Parking Permit Policies which are due for a periodic update.

Increasing competition for on-street car parking throughout the Municipality is managed safely, equitably and efficiently by a policy framework including the overarching Managing On-Street Car Parking Demand Policy 2016 (Attachment 1), the subordinate Residential Parking Permit Scheme Policy 2016 (Attachment 2), and associated procedures and guidelines. The aim of this governance framework is to ensure that residents (and their visitors), traders, disabled persons, shoppers, workers and commuters have a reasonable likelihood of finding car parking in close proximity to their destination.

The Managing On-Street Parking Demand Policy governs how customer requests related to on-street car parking demand are investigated. This document provides guidance for the introduction of new or altered parking restrictions in areas where on-street car parking may cause a road safety hazard or where on-street car parking spaces are in high demand, with the aim of reducing car parking congestion. The Policy defines the framework for a consistent, equitable and inclusive approach to the investigation, consultation, design, implementation and subsequent monitoring of car parking restrictions. Integral to the process is the requirement for support from abutting properties (for non-safety related measures), timely consultation with affected parties and consideration of the responses received. The associated procedure defines a decision making criteria based on the level of support for a proposal resulting from targeted community consultation via a relevant questionnaire.

The Residential Parking Permit Scheme Policy has been in operation in Bayside for more than 20 years. Eligible residents living within residential streets that have parking restrictions can obtain parking permits under the Residential Parking Permit Scheme Policy - a subordinate document to the Managing On-Street Car Parking Demand Policy. A permit allows the permit holder’s vehicle to remain parked for longer than the displayed time restriction or to park in designated spaces. This Policy provides details of the administrative procedure on the allocation of permits.

The most recent policy updates occurred in 2016 following comprehensive community engagement

Key issues
At its Meeting on 19 June 2018 (Item 10.11), Council adopted the Integrated Transport Strategy with an action to commence the development of a municipal-wide Parking Strategy. The Parking Strategy will involve extensive community consultation in its development, and it is therefore proposed to maintain the status quo in relation to the operation of the current policies until after the development of the Parking Strategy.

Council does receive frequent requests from residents regarding the following issues:

- To allow multi-unit developments developed after 2007 to be eligible for permits; and
- There should be no restriction to the number of permits issued for vehicles registered at a property.
These issues are not new and have been considered as part of previous Policy reviews. No changes are proposed to the current Policy settings at this time.

**Recommendation**

That Council defer the periodic review of the Managing On-Street Car Parking Demand Policy and Residential Parking Permit Scheme Policy until a municipal-wide Parking Strategy has been adopted.

**Support Attachments**

1. Attachment 1 - Managing On Street Car Parking Demand Policy 2016  
2. Attachment 2 - Residential Parking Permit Scheme Policy 2016
Considerations and implications of recommendation

Liveable community

Social
The aim of these Policies is to ensure that residents (and their visitors), traders, disabled persons, shoppers, workers and commuters have a reasonable likelihood of finding car parking to suit their needs in proximity to their destination or home.

Natural Environment
There is no direct environmental impact as a result of this report.

Built Environment
The Policies specify the means by which Council will protect and enhance road safety, residential amenity and economic viability.

Customer Service and Community Engagement
Parking was shown in the 2019 community satisfaction survey as the highest ranked ‘most important’ issue for residents of Bayside. Council will commence development of a Parking Strategy, as an action in the Integrated Transport Strategy. This Strategy will involve extensive consultation.

Human Rights
This report is not considered likely to breach or infringe upon, the human rights contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal
In accordance with the Road Management Act 2004, Bayside City Council is the responsible road authority for all local streets in the Municipality. The Act requires that a responsible road authority must exercise its powers to manage traffic on roads in a manner that enhances their safe and efficient operation, and that it ensures:

- The efficient and effective management and use of the road network and infrastructure to meet the needs of the community and road users;
- The most efficient use of the resources available for road management; and
- That the public road network and infrastructure is as safe for users as is reasonably practicable.

These responsibilities are relevant when considering whether car parking restrictions and introduction of a residents parking permit scheme are justified.

Finance
Funding of the development and ongoing administration of these Policies is provided within existing budgets.

Links to Council policy and strategy
The Community Engagement Policy (C/POL/EXE/016) guided the development of the Managing On-Street Car Parking Policy, to ensure this Policy provides for acceptable community engagement processes.
## Options considered

### Option 1

<table>
<thead>
<tr>
<th>Summary</th>
<th>That Council defer the periodic review of the Managing On-Street Car Parking Demand Policy and Residential Parking Permit Scheme Policy until a municipal wide Parking Strategy has been adopted.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefits</td>
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A parking strategy will provide strategic direction to Council for the next 5-10 years and will identify the required long-term actions to effectively manage parking within Bayside, particularly in busy shopping centre areas near train stations and schools. The development of the new Strategy will direct and identify what exactly is required to be modified in these Policies minimising community conflicts. 

Resources allocated to the review of existing strategies can be better utilised in developing a more robust, fit for purpose, overarching municipal wide parking strategy.

The management of parking would continue to operate under the existing policy settings. |
| Issues | There is a risk that some members of the community may disagree with this approach; however, this risk is considered not too significant as the current Policy settings are proposed to remain unchanged from its previous version. |

### Option 2

<table>
<thead>
<tr>
<th>Summary</th>
<th>That Council undertake a review of the Managing On-Street Car Parking Demand Policy and Residential Parking Permit Scheme Policy.</th>
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<tbody>
<tr>
<td>Benefits</td>
<td>It would avoid the potential reputational risk to Council of not reviewing policies as planned.</td>
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<tr>
<td>Issues</td>
<td>There is a risk that policy settings may change as a result of the Parking Strategy.</td>
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Council Policy

<table>
<thead>
<tr>
<th>Council policy title:</th>
<th>Managing On-Street Car Parking Demand</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council policy ref no:</td>
<td>C/POL/INF/050</td>
</tr>
<tr>
<td>Council policy owner:</td>
<td>Director Environment and Infrastructure</td>
</tr>
<tr>
<td>Adopted by:</td>
<td>Bayside City Council</td>
</tr>
<tr>
<td>Date adopted:</td>
<td>23 August 2016 / Item 10.4</td>
</tr>
<tr>
<td>Scheduled review:</td>
<td>August 2019</td>
</tr>
<tr>
<td>Document reference number:</td>
<td>DOC/16/144191</td>
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(Council Policy is a public statement formally resolved by Council, which clearly states Council’s requirements in relation to a particular matter or issue. For Council policy approval process see Section 10 and Appendix 1 of the Policy Handbook.)

1 Policy intent

The intent of this Policy is to provide consistent and transparent guidance for the introduction of new parking restrictions in areas where on-street car parking may be causing a road safety hazard or where on-street car parking spaces are in high demand and this has resulted in car parking congestion.

This Policy has been developed to ensure a consistent, equitable and inclusive approach to the investigation, consultation, design, implementation and subsequent monitoring of parking restrictions. The Policy considers allocation of existing on-street parking spaces relevant to the demand. It does not consider the supply or number of parking spaces available.

2 Purpose/Objective

This Policy:

- demonstrates a commitment to managing on-street car parking demand to best satisfy the needs of all users of the road space;
- will guide effective community engagement in relation to car parking restrictions and support good decision making;
- ensures that expectations are managed in an appropriate way in response to community needs; and
- establishes a framework to ensure that restrictions are implemented in a structured, consistent, inclusive and cost effective manner.
3 Scope
This Policy is applicable to all streets within the municipality. Those directly affected by this Policy are all residents, schools, businesses and other organisations in an area where parking restrictions are required or requested. Those indirectly affected by the Policy include all other users of these streets.

4 Roles & Responsibilities
The Director Environment and Infrastructure is responsible for recommendation of changes to the Managing On-Street Car Parking Demand Policy to Council and for approval of Procedures in respect of the Policy. The Director can also exercise discretion to by-pass parts of the process outlined in this Policy (including moving straight to implementation) where traffic evidence, data and engineering assessment reveals an urgent and significant safety issue.

The Manager Infrastructure Assets is responsible for development, review, implementation and provision of advice in relation to this Policy.

5 Monitoring, evaluation & review
This Policy will be reviewed every three years to monitor the effectiveness and level of community satisfaction. Resident and officer feedback collected throughout the monitoring period will inform the evaluation.

6 Policy statement
Competition for on-street car parking is increasing throughout the Municipality. Council is faced with the challenge of balancing the competing demands of all users of the road space and is committed to providing shoppers, residents, traders, people with disabilities, workers and commuters with a reasonable likelihood of finding parking in close proximity to their destination.

This Policy and its associated Procedure specify the means by which Council will protect and enhance road safety, resident amenity and economic viability through the application of car parking restrictions.

6.1 Managing Car Parking Demand on the Street Network
Car parking restrictions are implemented for a variety of reasons including the following:

- Promotion of Road Safety;
- Protection of resident amenity;
- Promotion of economic viability of activity and strip shopping centres and commercial areas;
- Provision of accessible car parking for people with disabilities; and
- To encourage a high turnover of parking spaces at other locations where there is high on-street parking demand, e.g. schools and other community facilities.
The needs of all road users will be considered and a hierarchy of road users based on street type (residential/business/commercial) will guide the most appropriate type and extent of restrictions required. In the first instance, restrictions will be implemented on one side of a residential street only (not applicable to locations where restrictions are implemented for safety reasons). This provides a balance between long term and short term car parking availability.

6.2 Standard Approach to Implementing Car Parking Restrictions

Requests for car parking restrictions can originate from a number of sources, such as from residents and Councillors, responding to land use changes, or from internal sources e.g. Local Laws Officers. Once a request for car parking restrictions has been received (whether internal or external) the following process will be followed:

- **Step 1: Officer Investigation:** Site surveys and observations to determine the extent of the problem and whether car parking occupancy levels and/or safety issues justify car parking restrictions. The traffic engineering criteria to justify proposal development are defined in the associated procedure to this Policy;

- **Step 2: Proposal Development:** A suitable proposal will be developed to provide all road users with a reasonable likelihood of finding on-street car parking to suit their individual needs;

- **Step 3: Community Feedback:** Affected frontages will be advised, in writing, of the issues raised and the proposed restrictions. Feedback should be requested via a questionnaire and if sufficient support is expressed for a proposal, affected property owners/residents will be advised of the consultation results and timescale for any subsequent implementation. If the proposal is not supported then affected property owners/residents should be advised accordingly.

- **Step 4: Implementation and Enforcement:** Following signage implementation, Council’s Local Laws Officers will be advised of the restriction changes. Infringement notices will be issued to vehicles contravening the restrictions two weeks after the change has been in place.

In the event that the analysis of traffic evidence, data and engineering assessment reveals an urgent and significant safety issue, then the Director Environment and Infrastructure may decide to by-pass parts of this process, (including moving straight to implementation) provided affected residents are informed appropriately. Alternatively the Director Environment and Infrastructure may refer the issue to Council for consideration and any subsequent authorisation.

6.3 Community Feedback

Council’s Community Engagement Policy governs consulting activities associated with altering parking restrictions. Consultation will generally provide affected parties with the opportunity to indicate their support for the changes, and to provide feedback. However, when there is an identified safety or operational issue requiring the introduction of restrictions (such as “no-stopping” restrictions on corners), then affected parties should be informed of the changes, and the reasons behind the changes.
6.4 Inclusion of properties into the residential parking permit scheme.

To ensure that residents and their visitors have a reasonable likelihood of finding car parking to suit their needs in the street in which they reside, a Residents Parking Permit Scheme will be introduced.

The Scheme will be introduced only to streets that are primarily residential in nature or in primarily residential sections of mixed use streets. The inclusion of properties located in predominantly commercial and industrial areas will not be considered.

Eligible residents can apply for permits which will provide exemption from time limited restrictions.

7. Related documents

| Policies | C/POL/INF/029 Residential Parking Permit Scheme Policy |
| Strategies | C/POL/EXE/016 Community Engagement Policy |
| Strategies | Integrated Transport Strategy (2013) |
| Procedures | PR/INF/051 Managing On-Street Car Parking Demand Procedure |
| Procedures | PR/INF/052 Residential Parking Permit Scheme Administration Procedure |
| Guidelines | G/INF/010 - Driveway Clearance (Hockey Stick) Markings |

8. Definitions & Abbreviations

<table>
<thead>
<tr>
<th>Term</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking occupancy</td>
<td>The percentage of occupied car parking spaces.</td>
</tr>
<tr>
<td>Resident</td>
<td>A person whose primary place of residence is the applicable property, being either a tenant or the owner.</td>
</tr>
<tr>
<td>(the) Scheme</td>
<td>The Residential Parking Permit Scheme.</td>
</tr>
<tr>
<td>Scheme Area</td>
<td>A residential area where the Scheme applies.</td>
</tr>
</tbody>
</table>

Please note: This procedure 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.
1 Policy intent
To provide transparent and equitable application and management of the Residential Parking Permit Scheme.

2 Purpose/Objective

Competition for on-street car parking spaces is increasing throughout the Municipality. Demand is already high in areas close to Activity Centres, commercial centres, shopping centres and train stations. Residents in these areas, particularly those who have limited access to private off-street car parking, have to compete with all road users for the available on-street spaces.

Without intervention, residents and their visitors can find it difficult to locate a parking space close to their homes.

The objective of this Policy is to provide a mechanism by which residents and their visitors are exempt from some parking restrictions and so have a reasonable likelihood of finding car parking in close proximity to their homes, while still preserving opportunities for parking for other road users such as shoppers, traders, people with disabilities, workers and commuters.

This Policy specifies the criteria by which Residential Parking Permits will be allocated to households for use by themselves and their visitors and will define the process by which permits will be considered.

This Policy is administered through two Procedures:

- The Residential Parking Permit Scheme Administration Procedure; and
- The Managing On-Street Car Parking Demand Procedure, for inclusion of new areas into the scheme.
3 Scope
This Policy details:

- vehicle and property eligibility;
- permit entitlements; and
- where permits apply.

4 Roles & Responsibilities
The Director Environment and Infrastructure oversees the development and implementation of the Resident Parking Permit Policy.

The Manager Amenity Protection oversees the administration of the Resident Parking Permit Scheme.

5 Monitoring, evaluation & review
The Policy will be reviewed every three years to monitor its effectiveness and the level of community satisfaction. Resident and officer feedback collected throughout the period will inform the evaluation.

6 Policy statement
Parking permits will be issued to properties within streets that are included in the Resident Parking Permit Scheme and qualify for a permit.

Eligibility Criteria
Residential properties included in the Council’s scheme are listed in the Council’s Resident Parking Permit Register. There are three general categories of ineligible properties:

- **Multi-unit developments**: Multi Unit Development Properties are those developments where the number of residential dwellings increased on a property on or after 1 July 2007. Residents living within multi-unit developments where there is three or more dwellings are not eligible to participate in the scheme if the Occupancy Certificate was issued on or after 1 July 2007. Residential buildings occupied before 1 July 2007, where subsequent subdivision of the property has occurred are also classed as multi-unit developments under this Policy, and are also ineligible regardless of their date of construction. Properties with three or more are excluded on the basis that multi-unit developments constructed on or after 1 July 2007 are required to have sufficient off-street parking as to not place an excessive demand on the availability of existing on-street car parks.

- **Shop-top dwellings**: residents living in shop-top dwellings are ineligible to participate in the Scheme. These properties are typically located in activity centres where interest of residential amenity is not applicable.

- **Business related properties**: occupiers of business properties are ineligible to participate in the Scheme. This policy is concerned with impacts to residential amenity.
Permits, once issued, can only be used for passenger vehicles less than 6 metres in length and with a kerb weight of less than 2500kgs. Ineligible vehicles include those used for commercial purposes such as vans, buses, heavy or long vehicles (as defined in Section 200 of Road Rules Victoria) and earthmoving equipment. Towed vehicles such as trailers, caravans and boats and motor homes are also ineligible.

**Permit Entitlements**

Parking permits will only be issued for a resident’s passenger vehicle where the resident’s property fronts or sides a signed street that is within a resident parking permit scheme area. Permits are not to be used at any other location or for any other purpose. Permits are not transferable between vehicles, being specific to the vehicle registration number for which that permit was issued.

**General entitlement:**

For most areas within Bayside where parking restrictions have been installed within local residential streets, there are two options available for permits:

- **Option 1:** four free resident parking permits issued for specific vehicles. No visitor parking permits are available under this option.
- **Option 2:** three free resident parking permits, plus one visitor parking permit for an annual fee as determined by Council. Only one visitor parking permit per household will be issued.

Additional resident parking permits can be purchased for specific vehicles registered/garaged at the address in line with fees and charges as determined by Council.

**Areas impacted by Beach Road paid parking entitlement:**

For areas impacted by the Beach Road paid parking measures with short term 1P parking restrictions along both sides of a residential street, there are two options available for permits:

- **Option 1:** three free resident parking permits issued for specific vehicles, plus four free visitor parking permits.
- **Option 2:** two free resident parking permits, plus four free visitor parking permits, plus one visitor parking permit for an annual fee as determined by Council.

Additional resident parking permits can be purchased for specific vehicles registered/garaged at the address in line with fees and charges as determined by Council.

Visitor parking permits are to be used by bona fide visitors only and cannot be sold or transferred to anyone else (i.e. for commuter or business parking). These permits may also be used when residents have the use of an alternative vehicle for a short period of time. The permit is to be retained by the resident at all times whilst not in use.

A Resident Parking Permit Application Form is required to support an application for a Permit with a current Motor Registration Certificate for each vehicle to demonstrate that the vehicle is registered/garaged at the address. If an existing permit does not conform to this Policy (such as where issued under an old version of the policy), the permits will be renewed only until such time as there is a change in ownership or tenancy of the property. At that time, the entitlement to the permits will cease for the property.
Temporary Permits

If a resident has a need for additional parking permits for a temporary purpose, an application can be made to the Manager Amenity Protection. Permits issued will be restricted and be issued to apply to a registration number. They are typically valid for the day of the event.

Where Permits Apply

Parking permits, including visitor parking permits will exempt eligible vehicles from time restrictions of one hour or longer in designated residential streets. Permits do not apply to:

- outside or adjacent to single/mixed use business premises; and
- off-street car parks.

The issue of a permit does not guarantee the availability of any parking space in front of the permit holder's place of residence or within the designated street(s).

Resident parking permits do not exempt vehicles to be parked contrary to the Victorian Road Rules and permit holders are liable for any infringements incurred whilst parked in contravention of the road rules.

7 Related documents

<table>
<thead>
<tr>
<th>Policies</th>
<th>C/POL/INF/050 Managing On-Street Car Parking Demand Policy</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>C/POL/EXE/016 Community Engagement Policy</td>
</tr>
<tr>
<td></td>
<td>Integrated Transport Strategy (2013)</td>
</tr>
<tr>
<td>Procedures</td>
<td>PR/AM/052 - Residential Parking Permit Scheme Administration Procedure</td>
</tr>
<tr>
<td></td>
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8 Definitions & Abbreviations

<table>
<thead>
<tr>
<th>Term</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alternative vehicle</td>
<td>A temporary vehicle used by a resident in place of a vehicle they own.</td>
</tr>
<tr>
<td></td>
<td>This includes courtesy cars, rental, and car-share vehicles.</td>
</tr>
<tr>
<td>Eligible Resident</td>
<td>A resident who is eligible to participate in the Scheme.</td>
</tr>
<tr>
<td>Residential Parking Permit</td>
<td>A permit that may only be issued to eligible residents for parking their</td>
</tr>
<tr>
<td></td>
<td>own vehicles in close proximity to their primary place of residence</td>
</tr>
<tr>
<td>Multi-Unit Developments</td>
<td>Where three or more dwellings have been constructed on a lot.</td>
</tr>
<tr>
<td>Resident</td>
<td>A person whose primary place of residence is the applicable property,</td>
</tr>
<tr>
<td></td>
<td>being either a tenant or the owner.</td>
</tr>
<tr>
<td>Resident Parking Permit</td>
<td>A database held by the Council containing eligible properties and</td>
</tr>
<tr>
<td>Register</td>
<td>associated restrictions.</td>
</tr>
<tr>
<td>(the) Scheme</td>
<td>The Residential Parking Permit Scheme.</td>
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<tr>
<td>-------------------</td>
<td>-----------------------------------------------------------------</td>
</tr>
<tr>
<td>Scheme Area</td>
<td>A residential area where the Scheme applies.</td>
</tr>
<tr>
<td>“Shop-top” Dwelling</td>
<td>A dwelling in business zoned land, or where there is a ground floor use of the property other than residential.</td>
</tr>
<tr>
<td>Visitor Parking Permit</td>
<td>A permit issued to a resident for use by visitors for one-off gatherings, short stays of up to one month at the resident’s home, and for use by residents when they have the use of an alternative vehicle for a short period of time</td>
</tr>
<tr>
<td>Temporary Parking Permit</td>
<td>A permit issued to a resident for use by visitors for a temporary purpose such as a one-off gathering or event and is issued to apply to a registration number.</td>
</tr>
</tbody>
</table>

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Executive summary

Purpose and background

This report presents a progress update on the implementation of the 2013 and 2018 Integrated Transport Strategies and the supporting suite of transport-mode strategies for the 2018/19 financial year.

The 2018-2028 Integrated Transport Strategy (ITS) was adopted by Council in June 2018. The role of the updated strategy is to provide Council with a strategic direction to guide transport planning decision making over the next ten years. The strategy identifies a number of actions that can be implemented to make Bayside a better place and overcome some of the current challenges. The ITS is supported by a number of transport-mode strategies and plans that aim to deliver community benefits associated with a more integrated and sustainable transport system, including:

- **Walking Strategy 2015**
  - The Walking Strategy guides Council’s approach to increasing the number of people who choose to walk more often as a convenient alternative to short vehicle trips within the municipality.

- **Bicycle Action Plan 2019-2026**
  - The Bicycle Action Plan 2019 is informed by the ITS. It identifies actions to make improvements to the bicycle network and to encourage more cycling in Bayside.

- **Road Safety Strategy 2019-2024**
  - The Road Safety Strategy guides Council’s approach to reducing the number of fatalities and injuries on the road and path network so that people of all ages and abilities can travel safely, easily and confidently within Bayside.

- **Public Transport Advocacy Statement 2016**
  - The Public Transport Advocacy Statement identifies a number of priorities that form the basis of Council’s advocacy actions to the State government to improve public transport within the municipality.

Key issues

The actions within the ITS and each of the supporting transport-mode strategies and plans are shown in Attachment 1. Highlights of these actions include:

- 229 Thomas Street, Hampton - Pram Crossing Upgrade;
- Intersection of Church Street and Carpenter Street, Brighton - Roundabout Upgrade with Pedestrian Crossing;
- Intersection of Bay Street and Asling Street, Brighton - Roundabout Upgrade with Pedestrian Crossing;
- Halifax Street, Brighton and Stanley Street, Brighton - Refuge Island;
- Installation of painted pedestrian island in Dendy Street and Halifax Street, Brighton;
- Installation of refuge island in Outer Crescent and Cochrane Street, Brighton;
- Installation of shared path in Union Street and Hawthorn Road, Brighton East;
• Pedestrian crossing in Martin Street and Nepean Highway, Brighton;
• Bicycle Repair Station - Middle Brighton Baths;
• Commuter Shuttle Bus Trial – Operational between 29 October 2018 and 8 March 2019;
• 15 new bus shelters locations put forward to PTV for installation. 12 have been installed with the remaining 3 to be installed this calendar year;
• 13 new public seats installed;
• Bicycle Wayfinding signs list completed;
• Bay Trail Duplication Middle Brighton Baths;
• Water and bike repair stations at Southey Street Public Toilet, Sandringham, and bike repair station at Brighton Baths, Brighton;
• Bicycle Action Plan (adopted 25 June 2019 Ordinary Meeting);
• Footpath Policy (adopted 25 June 2019 Ordinary Meeting);
• Road Safety Strategy (adopted 25 June 2019 Ordinary Meeting);
• Consultation on parking technology for Church Street (resolved 25 June 2019 Ordinary Meeting);
• New footpaths installed at: New Street, Brighton; Avoca Street, Highett; Hazel Avenue, Highett; Cheltenham Road, Black Rock; and Cromb Avenue, Beaumaris;
• Installation of new bicycle path on Wangara Road and Holloway Road, Sandringham;
• Installation of on-street bicycle lanes at: Rusden Street, Brighton; and Marriage Road between Hampton Street & Henty Street, Brighton East; and
• Installation of decal stickers at: Esplanade between Were Street and Dendy Street, Brighton (VicRoads Type); and Elster Creek Trail between Head Street and Asling Street, Brighton.

Recommendation

That Council:


Support Attachments

1. 2018/19 Action Items ⬇
Considerations and implications of recommendation

Liveable community

Social
The delivery of actions contained within the ITS and supporting strategies are designed to:

- Increase short walking and cycling trips as convenient alternatives to vehicle trips to enable residents to access goods and services at local destinations;
- Facilitate an increase in the number of people catching public transport;
- Improve access for all people regardless of age, ability, geography and financial circumstance;
- Improve safety for users of Bayside's road network by reducing the number of vehicle trips and speeds and treating identified crash black-spots;
- Increase prosperity for businesses and individuals through increased street activity, as more people walk and cycle and spend more time at local shops;
- Improve access to employment and retail services beyond Bayside which is expected to result in a higher level of economic inclusion and participation for all of Bayside's residents;
- Provide better health and wellbeing outcomes as a result of more people achieving their required daily exercise through active modes of travel; and
- Increase social connectivity achieved by people being ‘out and about’ on the street.

Natural Environment
The key focus of the Bayside ITS is to develop a more integrated and sustainable transport system in Bayside. In this regard, the policy framework supports actions which will achieve lower energy-related transport emissions that contribute to climate change and a reduction in noise and air quality impacts associated with reliance on private vehicles.

Built Environment
Potential future options associated with improving the transport system within the municipality may have some implications for the built environment. Further investigation of any such options would be required as part of future projects to ensure any impacts on the built environment are considered. For example, the delivery of Bay Trail safety improvement projects as part of the removal of high-risk sites along this route will need to ensure that any proposed changes compliment the surrounding built environment.

Customer Service and Community Engagement
The delivery of specific activities and projects to implement the various strategies and plans discussed in this report has involved varying levels of community and stakeholder engagement that has been undertaken in accordance with Council’s Community Engagement Framework, including:

Footpath Treatments within the Road Reserve Policy 2019
Community engagement took place between 8 and 22 May 2019. Communication with local residents included the Have You Say (HYS) platform and letters to property owners/occupiers residing along: Cheltenham Road, between Bluff Road and Reserve Road; Jack Road,
between Stuart Avenue and Bay Road; Reserve Road, between Balcombe Road and Weatherall Road; and Park Road, between Reserve Road and Railway Crossing.

Upon completion of community engagement, Council had received 126 response via the HYS platform and seven responses via email. The majority of responses were in relation to the four road listed in Section 6.1 of the draft policy. Based on the community feedback, these four roads were removed from the policy.

**Bay Trail High Risk Sites – Sandown Street to the Royal Brighton Yacht Club**

Community feedback was sought on the Bay Trail safety improvement project between Sandown Street and the Royal Brighton Yacht Club. The following community engagement was undertaken:

- On-site listening posts – Two on-site listening posts were held on Thursday 17 January 2019 and Saturday 19 November 2019. Officers spoke with a total of 120 people at the on-site listening posts;
- ‘Have your Say’ platform was available online between 12 December 2018 and 31 January 2019; and
- Consultation with the five adjacent property owners in November 2018. To date, Council has received objections from three of the properties.

**Bicycle Action Plan 2019**

Community engagement on the Bicycle Action Plan took place between 8 May 2019 and 22 May 2019. The methods of communication included, but were not limited to, the Have Your Say (HYS) platform, emails and letters to key stakeholders. The review of the engagement results resulted in a number of actions. Details of these actions can be found in the 25 June 2019 Ordinary Meeting of Council Agenda.

**Road Safety Strategy 2019-2024**

Engagement activities were undertaken between 8 May 2019 and 22 May 2019. The method of communication includes the following but not limited to ‘Have Your Say’ (HYS) platform, emails and letters to road safety stakeholders. The HYS platform attracted 216 visits, 31 contributors and 13 followers. In addition, HYS platform, 3 emails were received. Details on the feedback received be found in the 25 June 2019 Ordinary Meeting of Council Agenda.

**Parking Technology, Church Street Major Activity Centre**

Community engagement was undertaken between 18 March 2019 and 26 April 2019. The methods of communication included the following but was not limited to: Council Website; Website news stories on home page; social media; Let’s Talk Bayside; advertising – Leader and Facebook; postcard survey; display materials at Brighton Library; Have Your Say platform; information session materials/display; and electronic direct mail (EDM) to key stakeholders.

A review of the feedback received during the engagement period showed:

- The majority of the respondents acknowledged that parking in and around Church Street is a problem;
- The majority of the respondents supported the installation of sensors and signage in and around Church Street within the defined locations; and
- The top three key concerns raised were: Waste of money, revenue raising, and concern with the potential impact to the Church Street streetscape.
Further details on the feedback received be found in the 25 June 2019 Ordinary Meeting of Council Agenda.

**Human Rights**
The implementation of the Bayside ITS during 2018/19 is not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

**Legal**
There are no legal/statutory requirements applicable to this report.

**Finance**
Actions recommended in the Bayside ITS and supporting strategies and plans were funded in Council’s approved 2018/19 budget. Council’s approved 2019/20 budget also contains funding for a range of actions identified in both the Bayside ITS and the suite of supporting strategies and plans. All future actions identified in the Bayside ITS have been factored into Council’s Long Term Financial Plan.

**Links to Council policy and strategy**
The ITS contributes to Goal 2 ‘Transport’ within the Council Plan 2017 – 2021 and also facilitates the delivery of key objectives of the Municipal Strategic Statement, the Environmental Sustainability Framework and the Wellbeing for All Ages and Abilities Strategy, including:

- Improving local accessibility by prioritising walking and cycling as the preferred modes of transport for short trips in Bayside;
- Improving access, movement and car parking within, around and through activity centres;
- Advocating and influencing for healthier ecosystems and more liveable Bayside areas and infrastructure; and
- Increasing physical activity opportunities.
<table>
<thead>
<tr>
<th>Time Frame</th>
<th>Status</th>
<th>Action</th>
<th>Progress</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>Delayed</td>
<td>Implement Bayside City Council’s Green Travel Plan to promote and encourage sustainable travel choices amongst...</td>
<td>On Track</td>
<td>Examples of achieving this action are: Bayside City Council’s Green...</td>
</tr>
<tr>
<td>2020</td>
<td>Delivered</td>
<td>Investigate the environmental impact of Council’s vehicle fleet...</td>
<td>On Track</td>
<td>- In 2018-2019, there was an increase in uptake for hybrid...</td>
</tr>
<tr>
<td>2020</td>
<td>Delayed</td>
<td>Installation of multiple pedestrian refuge islands in all transport infrastructure upgrades and street maintenance programs</td>
<td>On Track</td>
<td>- Examples of achieving this action are: Bayside City Council’s...</td>
</tr>
<tr>
<td>2021</td>
<td>On Track</td>
<td>Develop a travel behaviour change program for the Bayside community that encourages an uptake in walking, cycling and...</td>
<td>On Track</td>
<td>- Examples of achieving this action are: Bayside City Council’s...</td>
</tr>
<tr>
<td>2019</td>
<td>On Track</td>
<td>Develop an approach for dockless bike sharing to become operational in Bayside</td>
<td>On Track</td>
<td>- Examples of achieving this action are: Bayside City Council’s...</td>
</tr>
<tr>
<td>2020</td>
<td>On Track</td>
<td>Investigate the feasibility of installing peli barriers in Council bus stops and other key pedestrian locations in the...</td>
<td>On Track</td>
<td>- Examples of achieving this action are: Bayside City Council’s...</td>
</tr>
<tr>
<td>2019</td>
<td>Delivered</td>
<td>Investigate the introduction of other cycling initiatives, such as the...</td>
<td>On Track</td>
<td>- Examples of achieving this action are: Bayside City Council’s...</td>
</tr>
<tr>
<td>2020</td>
<td>On Track</td>
<td>Develop an approach for the footpath network to address missing links and improve connections through the footpath network</td>
<td>On Track</td>
<td>- Examples of achieving this action are: Bayside City Council’s...</td>
</tr>
<tr>
<td>2020</td>
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<td>On Track</td>
<td>- Examples of achieving this action are: Bayside City Council’s...</td>
</tr>
<tr>
<td>2020</td>
<td>On Track</td>
<td>Develop the Footpath Connectivity Program to address missing links and improve connections through the footpath network</td>
<td>On Track</td>
<td>- Examples of achieving this action are: Bayside City Council’s...</td>
</tr>
<tr>
<td>2020</td>
<td>On Track</td>
<td>13 sites were installed in 2018. Site for 2019/20 are still under investigation</td>
<td>On Track</td>
<td>- Examples of achieving this action are: Bayside City Council’s...</td>
</tr>
</tbody>
</table>

Item 10.9 – Reports by the Organisation
<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
<th>Status</th>
<th>Time Frame</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>Develop a policy position, informed by the Open Space Strategy, site specific conditions and community input, on how footpaths in parks and reserves (excluding the foreshore) across the municipality should be treated</td>
<td>The Footpath treatments within the Road Reserve policy was reviewed and the revised 2019 policy was adopted on 25 June 2019.</td>
<td>2018-2020</td>
<td>Delivered</td>
</tr>
<tr>
<td>18</td>
<td>Advocate to VicRoads for increased pedestrian priority at traffic signals</td>
<td>Commencing in September 2019. Will be done in conjunction with Action 18 of the Road Safety Strategy. (Review pedestrian waiting times at controlled signals in key locations to ensure suitable waiting and crossing times, especially for older people and adults with young children).</td>
<td>2018-2028</td>
<td>On track</td>
</tr>
<tr>
<td>19</td>
<td>Advocate to VicRoads for pedestrian operated signals across Beach Road at key locations as identified within the Beach Road Corridor Strategy</td>
<td>Previously advocated to VicRoads prior to 2018/19. Will continue advocacy by contacting VicRoads by December 2019.</td>
<td>2018-2028</td>
<td>On track</td>
</tr>
<tr>
<td>20</td>
<td>Enable walking through the CSIRO site, including potential links to and from the site</td>
<td>This opportunity is not available at this time as the site have not been sold. The delivery of this action will be revised for 2019/2020.</td>
<td>2019-2021</td>
<td>Delayed</td>
</tr>
</tbody>
</table>
| 21   | Progress the provision of zebra crossings at roundabouts within the Bay Street and Church Street Major Activity Centres | Two sites was completed in 2018/19.  
  - Bay Street / Asting Street, and  
  - Church Street / Carpenter Street,  
  Two sites scheduled for delivery in 2019/20.  
  - Bay Street / Cochrane Street, and  
  - Church Street / St Andrews | 2018-2020 | On track |
<p>| 25   | Install two bicycle repair stations with drinking water on the Bay Trail | Two bicycle repair stations (at Southey Street Foreshore Public Toilet and adjacent to Middle Brighton Baths) were installed in 2018/2019. One of the drinking water station was installed at Southey Street Foreshore Public Toilet in 2018/2019 and another is planned for installation in 2019/2020 adjacent to Middle Brighton Baths. The delay was in result of the Bay Trail duplication works at the Middle Brighton Baths. | 2018/19 | Delayed |
| 26   | Identify opportunities to support cycling through the CSIRO site, including potential links to and from the site | This opportunity is not available at this time as the site have not been sold. The delivery of this action will be revised for 2019/2020. | 2019-2021 | Delayed |</p>
<table>
<thead>
<tr>
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</thead>
</table>
| 27          | Progress the delivery of Bay Trail safety improvement projects as part of the removal of high-risk sites along the trail | This task is ongoing,  
- Section of Bay Trail at Brighton Baths completed 2018/19.  
- Section between Sandown Street and Brighton Baths scheduled for 2019/20 | 2018-2028 | On track |
<p>| 30          | Provide bicycle parking in public locations where there is an identified need, such as shops, libraries and sports clubs | A total of 10 new bicycle hoops were installed at the Middle Brighton Baths. Site for 2019/20 will be investigated in the first half of 2019/20. | 2018-2028 | On track |
| 31          | Provide bicycle parking as part of every foreshore car park upgrade project | A total of 6 new bicycle parking was installed at the B13 Foreshore carpark during the planned upgrade works in 2018/19. | 2018-2028 | On track |
| 32          | Continue to improve cyclist navigation through the installation of bicycle route wayfinding signs | Improvements work undertaken in 2018/19. Further improvements will undertaken | 2018-2020 | On track |
| 34          | Advocate for a program to expand commuter parking at train stations within Bayside to meet the current and future demand for commuter parking | Hampton, Sandringham, Brighton Beach, North Brighton stations received funding as part of the federal election. | 2018-2020 | Delivered |
| 35          | Advocate for a 10 minute train frequency on the Sandringham line as outlined in the not yet implemented Network Development Plan for Rail (2012) | Initially wrote to the State Government in 2015. A updated letter to the State Government will be prepared and sent within the first half of 2019/20. | 2016-2020 | On track |
| 36          | Advocate for the expansion of off-peak fares on the metropolitan public transport network, including the availability of ‘early bird free travel’ on metropolitan buses | An updated letter to the State Government will be prepared and sent within the first half of 2019/20. | 2018-2020 | On track |
| 37          | Advocate for the inclusion of the Highett Road level crossing within the State government Level Crossing Removal Project | An advocacy letter was written to the Minister in 2016 and we were advised Highett Road level crossing is not identified within the existing list for removal at this time. Council will be writing to the Minister to request that the matter be reviewed and Highett Road level crossing be added to the list for removal. | 2018-2020 | On track |
| 38          | Advocate for the introduction of minimum bus service frequencies for all bus services in Bayside to establish a 10 minute frequency during peak periods and a 20 minute frequency at all other times, including later service coverage | A better bus services advocacy statement was developed in 2018/19 and incorporated within Bayside’s Advocacy Priorities 2018. | 2018-2020 | On track |</p>
<table>
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</thead>
<tbody>
<tr>
<td>39</td>
<td>Advocate for a review of the bus network within Bayside to identify opportunities to provide more direct routes with connectivity improvements as well options for new routes.</td>
<td>On track</td>
<td>2018-2020</td>
<td>2018-2020</td>
</tr>
<tr>
<td>40</td>
<td>Advocate for the introduction of bike racks on all buses to integrate bicycle trips with bus trips.</td>
<td>Delivered</td>
<td>2018-2019</td>
<td>2018-2019</td>
</tr>
<tr>
<td>41</td>
<td>Establish a position on proposals identified by the Rail Futures Study to attract both trams and train services that would benefit Bayside.</td>
<td>Planned</td>
<td>2018-2019</td>
<td>2018-2019</td>
</tr>
<tr>
<td>42</td>
<td>Establish connections between the pedestrian network and public transport stops (bus, train and tram) are fully accessible.</td>
<td>On track</td>
<td>2018-2019</td>
<td>2018-2019</td>
</tr>
<tr>
<td>43</td>
<td>Advocate for more bus stops at bus routes within Bayside to provide a safe and comfortable waiting area for passengers.</td>
<td>On track</td>
<td>2018-2019</td>
<td>2018-2019</td>
</tr>
<tr>
<td>44</td>
<td>Work with bus operators to investigate measures to improve bus service reliability on the local road network.</td>
<td>On track</td>
<td>2018-2019</td>
<td>2018-2019</td>
</tr>
<tr>
<td>45</td>
<td>Work with rail operators to investigate measures to improve rail service reliability on the local road network.</td>
<td>On track</td>
<td>2018-2019</td>
<td>2018-2019</td>
</tr>
<tr>
<td>46</td>
<td>Where feasible, seek to separate pedestrians and cyclists on the road so as to improve safety.</td>
<td>On track</td>
<td>2018-2019</td>
<td>2018-2019</td>
</tr>
<tr>
<td>47</td>
<td>Use the road user hard shoulder to manage the allocation of road space across Bayside.</td>
<td>Delivered</td>
<td>2018-2019</td>
<td>2018-2019</td>
</tr>
</tbody>
</table>

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<table>
<thead>
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</thead>
<tbody>
<tr>
<td>51</td>
<td>Ensure that proposed transport related measures identified as part of structure planning processes are assessed for feasibility and progressed for implementation</td>
<td>Examples of involvement relating to this action for 2018/19 are Hampton, Beaumaris Concourse and Black Rock Masterplans.</td>
<td>2018-2028</td>
<td>On track</td>
</tr>
<tr>
<td>52</td>
<td>Ensure new or improved open spaces can be safely accessed by walking, cycling and public transport</td>
<td>Example of involvement relating to this action for 2018/19 was Pennylane Park in Cheltenham, access via Paul Street.</td>
<td>2018-2028</td>
<td>On track</td>
</tr>
<tr>
<td>53</td>
<td>Address sustainable transport access as part of the scope of works for any new Council developments and community facility improvements</td>
<td>Officers are looking for opportunities to implement this action.</td>
<td>2018-2028</td>
<td>Delayed</td>
</tr>
<tr>
<td>54</td>
<td>Ensure streetscape improvements include facilities for pedestrians and cyclists and address public transport access</td>
<td>Example of involvement relating to this action for 2018/19 was Beaumaris Concourse Masterplan.</td>
<td>2018-2028</td>
<td>On track</td>
</tr>
<tr>
<td>57</td>
<td>Work with State Government agencies and transport providers to improve access, appearance and safety of modal interchanges</td>
<td>Likely to commence in Years 2019/20 or 2020/21</td>
<td>2018-2028</td>
<td>On track</td>
</tr>
<tr>
<td>58</td>
<td>Ensure that parking in activity centres is managed so available spaces are used more efficiently to enable appropriate turnover</td>
<td>Parking technology being investigated in 2019/20</td>
<td>2018-2028</td>
<td>On track</td>
</tr>
<tr>
<td>59</td>
<td>Review the Residential Parking Permit Scheme in 2019, then every four years thereafter</td>
<td>It is recommended that this action to be deferred until after the Parking Strategy Brief have been finalised.</td>
<td>2018-2028</td>
<td>Delayed</td>
</tr>
<tr>
<td>60</td>
<td>Work with VicRoads and relevant stakeholders to investigate the appropriate use of clearways to improve traffic flows, particularly to increase priority for public transport</td>
<td>Officers have been in discussion with VicRoads on the use of Clear Way was along the stretch of Beach Road (southbound) between South Road and Balcombe Road during afternoon peak hours.</td>
<td>2018-2028</td>
<td>On track</td>
</tr>
<tr>
<td>61</td>
<td>Encourage residents and all other property occupiers who have access to off-street parking to maximise its use</td>
<td>Incorporated within the day to day communication with stakeholders.</td>
<td>2018-2028</td>
<td>On track</td>
</tr>
<tr>
<td>66</td>
<td>Install parking sensors in Bay Street, Church Street, Hampton Street, Sandringham Village, Martin Street, Beaumaris Concourse and the Black Rock Activity Centres in both on and off-street parking spaces</td>
<td>Commenced in July 2019.</td>
<td>2018/19</td>
<td>Delayed</td>
</tr>
<tr>
<td>Action</td>
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<td>Time Frame</td>
<td>Progress</td>
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</tr>
<tr>
<td>1</td>
<td>Bayside City Council to take a proactive lead role in implementing the Road Safety Strategy in collaboration with stakeholders, the community and other council officers.</td>
<td>Strategy was adopted on 25 June 2019. The delivery of actions are being programmed accordingly.</td>
<td>Strategy adopted by June 2019</td>
<td>Delivered</td>
</tr>
<tr>
<td>2</td>
<td>Coordinate and implement community road safety programs and planning in conjunction with RoadSafe South East, Victoria Police and other road safety partnerships.</td>
<td>Look to program task for 2019/2020 and ongoing.</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>3</td>
<td>Seek opportunities within the various strategic planning cycles to ensure that road safety is appropriately incorporated into all relevant strategies and plans including, but not limited to, the Council Plan, Municipal Strategic Statement and the Bayside Wellbeing for All Ages and Abilities Strategy.</td>
<td>Recent involvement opportunities relating to this item include Hampton, Beaumaris Concourse and Black Rock Masterplans.</td>
<td>In accordance with Council planning cycles</td>
<td>On track</td>
</tr>
<tr>
<td>4</td>
<td>Identify and address any new issues relating to road safety within Bayside municipality.</td>
<td>Traffic Engineering undertake numerous survey through the year to determine traffic behaviours and road safety issues. Measures are investigated and are either installed or a budget bid is prepared.</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>5</td>
<td>Develop and implement an annual communication plan to support the Road Safety Strategy and to promote road safety messages and education within the municipality.</td>
<td>Commencing in 2019/20</td>
<td>Jul-19</td>
<td>On track</td>
</tr>
<tr>
<td>6</td>
<td>Advocate to State and Federal governments for improved infrastructure, services and funding that will improve road safety for residents of and visitors to Bayside. In particular, Council will advocate to the State Government to fund projects from the Blackspot Program (as and when required).</td>
<td>In 2018/2019, the raised pedestrian crossings for Bay Street / Asling Street and Church Street / Carpenter Street roundabouts were partially funded by VicRoads via the Safe Travel in Local Streets Program. The same funding will also be used in 2019/20 for the construction of the Bay Street / Cochrane Street and Church Street / St Andrews raised pedestrian crossings.</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>7</td>
<td>Promote to parents/guardians to make use of regular child restraint checks by a qualified restraint fitter, resourced through Council’s Maternal Child Health (MCH) service.</td>
<td>MCH service promotes car restraint safety and road safety as part of their routine health promotion activities.</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>8</td>
<td>Advocate to VicRoads for the lowering of speed limits to 40km/h on the following Major Activity Centres: - Sandringham Activity Centre, Sandringham</td>
<td>Advocated to VicRoads for Sandringham and Black Rock Activity Centre in 2019/2020. Will continue to advocate as new site come up.</td>
<td>2019-2024</td>
<td>At least one street per year</td>
</tr>
</tbody>
</table>
## Road Safety Strategy

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>9</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>10</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>11</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>12</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>13</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>14</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>15</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>16</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
</tbody>
</table>

### Action Item 9
- Identify and rank high risk crash locations within the municipality.
- Conduct an annual review of available crash data, traffic volume data, speed and volume data for Bayside, supplemented by community feedback.

### Action Item 10
- Investigate and implement measures to improve safety for all road users.

### Action Item 11
- For those high risk crash locations on the arterial road network, identify opportunities to improve safety for all road users.

### Action Item 12
- For those high risk crash locations on the arterial road network, advocate to State Government for actions that will improve safety for all road users.

### Action Item 13
- Continue to work with VicRoads to encourage good design, implementation and promotion of all transport infrastructure upgrades and street works, with particular attention provided to the needs of vulnerable road users such as pedestrians and cyclists.

### Action Item 14
- Update and maintain information on VicRoads website to encourage good design, implementation and promotion of all transport infrastructure upgrades and street works, with particular attention provided to the needs of vulnerable road users such as pedestrians and cyclists.

### Action Item 15
- Seek to deliver the 'Scooter Safety Guide' to all senior citizens.

### Action Item 16
- Seek to provide travel advice for seniors in Bayside.

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**Item 10.9 – Reports by the Organisation**

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## Road Safety Strategy

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</thead>
<tbody>
<tr>
<td>17</td>
<td>Ensure that the needs of motorised scooter users are considered in streetscape design.</td>
<td>Recent involvement opportunities relating to this item include Hampton, Beaumaris Concourse and Black Rock Masterplans.</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>18</td>
<td>Review pedestrian waiting times at controlled signals in key locations to ensure suitable waiting and crossing times, especially for older people and adults with young children.</td>
<td>Programmed to take place from September 2019.</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>19</td>
<td>Provide and promote relevant information to educate cyclists in relation to road safety and the safe use of the road network.</td>
<td>Educational publication will be published in 2019/2020 and ongoing.</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>20</td>
<td>Work in partnership with Victoria Police, VicRoads, Cycling Victoria and other relevant stakeholders to improve conditions for cyclists along Beach Road.</td>
<td>Planning for this task to commence in 2019/2020 and then ongoing.</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>21</td>
<td>Promote bicycle safety leading up to summer and at the end of daylight savings, aimed at increasing visibility, helmet wearing and responsible behaviour on the shared path network.</td>
<td>Programmed for October 2019.</td>
<td>April / October 2019. Repeated annually</td>
<td>On track</td>
</tr>
<tr>
<td>22</td>
<td>Through the Bayside Bicycle Action Plan, improve safety for cyclists at those locations on the Metropolitan Bicycle Network where cyclist crashes / relevant safety issues have been identified.</td>
<td>Program to commence in 2019/2020 and then ongoing.</td>
<td>Coordinated through the implementation of the Bayside Bicycle Action Plan</td>
<td>On track</td>
</tr>
<tr>
<td>23</td>
<td>Provide and promote information to young drivers about the responsibilities of safe driving, including but not limited to mobile phone use when driving and vehicle confiscation legislation, through schools, sporting clubs and young people's venues and networks.</td>
<td>This program is delivered on collaboration with Melbourne City Mission. Whenever Council receives a request for information is provided to the applicant and details on who to contact at Melbourne City Mission.</td>
<td>2019-2024</td>
<td>On track</td>
</tr>
<tr>
<td>24</td>
<td>Assist learner drivers to gain supervised experience safely through programs and resources such as L2P.</td>
<td></td>
<td>2019-2024</td>
<td>On track</td>
</tr>
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</table>
## Road Safety Strategy

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<tbody>
<tr>
<td>25</td>
<td>Ensure that all new fleet vehicles comply with a minimum 5 star Australian New Car Assessment Program (ANCAP) safety rating.</td>
<td>All fleet vehicles that are available to staff for personal and business use are 5 star ANCAP rated. All vehicles on the approved list are also 5 star ANCAP rated.</td>
<td>2019-2024</td>
<td>Delivered</td>
</tr>
<tr>
<td>26</td>
<td>Promote the use of VicRoads car door sticker packs to remind drivers and passengers to look out for bike riders before getting in and out of vehicles.</td>
<td>VicRoads car door sticker packs are installed in the majority of Council fleet vehicles. An audit will be undertaken in 2019/2020 to ensure the stickers are installed and legible in all Council vehicles.</td>
<td>2019-2024</td>
<td>On track</td>
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</table>

## Walking Strategy

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>1.1</td>
<td>Develop a Principal Pedestrian Network (PPN)</td>
<td>Budget bid required for consultancy works. Likely to occur in 2020/21</td>
<td>2015-2018</td>
<td>Delayed</td>
</tr>
<tr>
<td>1.2</td>
<td>Establish a rolling program of audits</td>
<td>2020/21 as part of Action 1.1 bid</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.3</td>
<td>Address missing links in the walking network</td>
<td>Forms part of Footpath Connectivity Program</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.4</td>
<td>Provide midblock crossings</td>
<td>Two pedestrian refuge islands were delivered on Halifax Street, Cochrane Street Martin Street, Nepean Highway and Outer Crescent, in 2018/19</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.5</td>
<td>Provide pedestrian operated signals</td>
<td>No such opportunity identified for 2018/19, however a new pedestrian crossing was installed on Martin Street, adjacent to Nepean Highway service lane in Brighton in 2018/19</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.6</td>
<td>Provide ramps and tactile paving</td>
<td>All new pedestrian / upgraded ramps are installed with a 1.8-1.5. Tactile paving is not provided when: 1. Distance from the start of ramp to property line is less than 3 m. 2. Ramp is aligned with ramp on other side of the crossing, and 3. Ramp slope is 1.8 to 1.85 4. Sharp edge required at start of the ramp</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
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<td>Progress</td>
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<tr>
<td>1.7</td>
<td>Create permeability for walking</td>
<td>Five sites was completed in 2018/19. Six sites are proposed for 2019/20.</td>
<td>2018-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.8</td>
<td>Prioritise movement of pedestrians across side streets</td>
<td>Six sites completed in 2018/19. Includes zebra crossing at two roundabouts and pedestrian refuge islands at key locations</td>
<td>2018-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.9</td>
<td>Develop a Street Space Management Plan</td>
<td>Likely to occur in 2020/21 as funding is required</td>
<td>2015-2018</td>
<td>Delayed</td>
</tr>
<tr>
<td>1.10</td>
<td>Develop a Place Design Manual</td>
<td></td>
<td></td>
<td>Delivered</td>
</tr>
<tr>
<td>1.11</td>
<td>Improve priority at intersections</td>
<td>Raised and Zebra Crossings were installed at Bay Street / Asling Street, and Church Street / Carpenter Street in 2018/19. Two sites scheduled for delivery in 2019/20. Bay Street / Cochrane Street, and Church Street / St Andrews.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.12</td>
<td>Improve pedestrian priority at roundabouts on key routes</td>
<td>Raised and Zebra Crossings were installed at Bay Street / Asling Street, and Church Street / Carpenter Street in 2018/19. Two sites scheduled for delivery in 2019/20. Bay Street / Cochrane Street, and Church Street / St Andrews.</td>
<td>2018-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.13</td>
<td>Improve the provision of supporting facilities</td>
<td>Recent example of a water fountain installed in 2018/19 was at Southey Street Foreshore Public Toilet.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.14</td>
<td>Improve access to bus stops</td>
<td>Advocated for as part of the Footpath Within The Road Reserve 2019 policy renewal process. However given the adopted policy position on 25 June 2019, the delivery of this action will be limited to the north of Bay Road.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.15</td>
<td>Improve facilities at bus stops</td>
<td>15 existing bus stops were identified in 2018/19 for supply and installation of new bus shelters. Installation works commenced in early 2019 and approximately 12 sites have been completed till date. The 12 sites are Disability Discrimination Act (DDA) compliant.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.16</td>
<td>Apply Third Generation CPTED</td>
<td>Scheduled to commence in 2020/21</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
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</tr>
<tr>
<td>1.17</td>
<td>Police illegal parking on footpaths</td>
<td>The occurrence of illegal parking on footpaths is not a regular occurrence. In the event it is brought to our attention, Local Laws are assigned to investigate and infringe on the offending vehicle/motorbike if appropriate.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.18</td>
<td>Regulate street clutter</td>
<td>Scheduled to commence in 2020/21</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.19</td>
<td>Promote responsible dog walking</td>
<td>Council has developed the Places to Walk Your Dog Map which is available on the Council website. Enforcement of laws has occurred and will be ongoing.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>1.20</td>
<td>Ensure regular cleaning and maintenance</td>
<td>Footpaths and shared paths on the Foreshore and in Shopping Strips are swept on a regular basis. This includes the shared path on the western side of the Nepean Highway. All roads within Bayside are swept.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>2.1</td>
<td>Explore opportunities to provide priority crossings for pedestrians</td>
<td>Raised and Zebra Crossings were installed at: Bay Street / Asling Street; and Church Street / Carpenter Street in 2018/19. Two sites scheduled for delivery in 2019/20. Bay Street / Cochrane Street; and Church Street / St Andrews</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>2.2</td>
<td>Investigate opportunities for shared spaces in activity centres</td>
<td>Recent involvement opportunities relating to this item include Hampton, Beaumaris Concours and Black Rock Masterplans.</td>
<td>2018-2021</td>
<td>On track</td>
</tr>
<tr>
<td>2.3</td>
<td>Police driving behaviour</td>
<td>In locations where data shows poor driver behaviour, the data is passed onto Victoria Police along with a request for enforcement</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>2.4</td>
<td>Reduce traffic speeds</td>
<td>Advocated to VicRoads for Sandringham and Black Rock Activity Centre in 2019/2020. Will continue to advocate as new site come up. In 2018/19: flat top speed hump installed in Cheltenham Road in to improve pedestrian safety and reduce vehicle speeds; and five speed humps installed in Lane way throughout the Municipality.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>3.1</td>
<td>Identify walking routes around local landmarks</td>
<td>Bayside Tourist Map Brochure has been developed</td>
<td>2018-2021</td>
<td>Delivered</td>
</tr>
<tr>
<td>3.2</td>
<td>Use landscaping to mitigate the impact of motor traffic</td>
<td>A number of master planning project seek to promote open space particularly in activity centres to improve the urban environment.</td>
<td>2018-2021</td>
<td>On track</td>
</tr>
<tr>
<td>Walking Strategy</td>
<td>Status</td>
<td>Time Frame</td>
<td>Progress</td>
<td></td>
</tr>
<tr>
<td>------------------</td>
<td>--------</td>
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<td></td>
</tr>
<tr>
<td><strong>Action</strong> Item</td>
<td><strong>Action</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.3</td>
<td>Use art and signage to tell the local history</td>
<td>A lengthy process of consultation with resident of Hampton resulted in numerous art installation, mosaics and stones in the pavement adding to the sense of local identity and place.</td>
<td>2018-2021</td>
<td>On track</td>
</tr>
<tr>
<td>3.4</td>
<td>Explore the impact of high fencing</td>
<td>Scheduled to commence in 2019/20</td>
<td>2018-2021</td>
<td>On track</td>
</tr>
<tr>
<td>4.1</td>
<td>Audit current wayfinding and signage</td>
<td>Initial works commenced in 2018/19 with 61 new wayfinding signs installed. Works will continue in Years 2 and 3.</td>
<td>2015-2018</td>
<td>Delivered</td>
</tr>
<tr>
<td>4.2</td>
<td>Develop a wayfinding strategy</td>
<td>Scheduled to commence in 2020/21</td>
<td>2015-2018</td>
<td>Delayed</td>
</tr>
<tr>
<td>4.3</td>
<td>Develop maps to complement wayfinding strategy</td>
<td>Scheduled to commence in 2020/21</td>
<td>2015-2018</td>
<td>Delayed</td>
</tr>
<tr>
<td>5.1</td>
<td>Identify and examine mechanism for Integrated Transport Plans</td>
<td>2018-28 Integrated Transport Strategy will cover this.</td>
<td>2015-2018</td>
<td>Delivered</td>
</tr>
<tr>
<td>5.2</td>
<td>Require minimum design standards</td>
<td>Officers provide guidance as part of the planning referral process to try and meet the standards set out in the Victorian Planning Scheme Clause 56.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>5.3</td>
<td>Integrate new footpath provision with existing network</td>
<td>Advocated for as part of the Footpath Within The Road Reserve 2019 policy renewal process. Site completed in 2018/19 include: New Street; Avoca Street; Hazel Street; Cheltenham Road; and Cramb Street. An additional five sites are being investigated for 2019/20.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>5.4</td>
<td>Encourage permeable fencing on new development</td>
<td>Forms part of Council Neighbourhood Character Policy. Planning also request that permeable fencing is installed in as part of developments.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>5.5</td>
<td>Ensure pedestrian priority for new developments</td>
<td>Scheduled to commence in 2020/21</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>Action Number</td>
<td>Action Description</td>
<td>Status</td>
<td>Time Frame</td>
<td>Progress</td>
</tr>
<tr>
<td>---------------</td>
<td>------------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-------------</td>
<td>----------</td>
</tr>
<tr>
<td>5.6</td>
<td>Leverage streetscape works for walking improvements</td>
<td>Transport and Urban Design are working together on projects to ensure walking improvements are installed and these align to Bayside Strategies.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>5.7</td>
<td>Investigate preparation of Development Contributions Plan</td>
<td>Scheduled to commence in 2020/21</td>
<td>2015-2018</td>
<td>Delayed</td>
</tr>
<tr>
<td>5.8</td>
<td>Encourage higher density development in activity centres</td>
<td>Higher density development in activity areas forms part of Council Strategic Planning goals.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>6.1</td>
<td>Regularly audit shared paths</td>
<td>Bay Trail has been complete and were are delivering finding. Remaining shared paths will be audited between 2019-2021.</td>
<td>2015-2021</td>
<td>Delayed</td>
</tr>
<tr>
<td>6.2</td>
<td>Improve shared path lighting</td>
<td>Scheduled to commence in 2019/20</td>
<td>2015-2018</td>
<td>Delayed</td>
</tr>
<tr>
<td>6.3</td>
<td>Upgrade shared path network</td>
<td>Separated bicycle and pedestrian paths was delivered in 2018/19 for the Bay Trail, between Middle Brighton Baths and the Royal Brighton Yacht Club.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>6.4</td>
<td>Explore the feasibility of providing new shared paths</td>
<td>Cheltenham Road and Reserve Road were investigated for the feasibility of providing new shared paths as part of the Footpath within the Road Reserve Policy 2019 renewal process. However there was no community support. As such the provision of shared paths at these locations cannot be fulfil. Officers are currently looking for other locations within the Municipality.</td>
<td>2018-2021</td>
<td>On track</td>
</tr>
<tr>
<td>7.1</td>
<td>Sign and promote the International Charter for Walking</td>
<td>Undertaken in 2015/16</td>
<td>2015-2018</td>
<td>Complete</td>
</tr>
<tr>
<td>7.2</td>
<td>Promote walking to local events</td>
<td>Council engages with the community by providing details on walking to events as part of the promotion material. This was successfully implemented at the: Dendy Christmas</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>Walking Strategy</td>
<td>Action</td>
<td>Status</td>
<td>Time Frame</td>
<td>Progress</td>
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<tr>
<td>------------------</td>
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</tr>
<tr>
<td>Action Item</td>
<td>Action</td>
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</tr>
<tr>
<td>7.3</td>
<td>Create social proof of walking in Bayside</td>
<td>Scheduled to commence in 2020/21</td>
<td>2018-2021</td>
<td>On track</td>
</tr>
<tr>
<td>8.1</td>
<td>Use demonstration projects for alternative use of space</td>
<td>The creation of alternative spaces has been difficult in and around activity centres as there has been strong advocacy for the retention and expansion of car parking. Masterplans proposed Blackrock and Sandringham have proposed expansion of open space in these activity centres.</td>
<td>2018-2021</td>
<td>On track</td>
</tr>
<tr>
<td>8.3</td>
<td>Explore the creation of new maps for short local routes</td>
<td>bayside.vic.gov.au/bayside-walks</td>
<td>2018-2021</td>
<td>Delivered</td>
</tr>
<tr>
<td>9.1</td>
<td>Create a walking program</td>
<td>Scheduled to commence in 2020/21</td>
<td>2015-2018</td>
<td>Delayed</td>
</tr>
<tr>
<td>9.2</td>
<td>Support and promote local walking groups</td>
<td>Scheduled to commence in 2020/21</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>9.3</td>
<td>Support external walking initiatives</td>
<td>Council promotes walking initiatives such as Walk2Work and Walk Safety to School Days.</td>
<td>2015-2021</td>
<td>On track</td>
</tr>
<tr>
<td>Item Number</td>
<td>Action</td>
<td>Time Frame</td>
<td>Status</td>
<td>Progress</td>
</tr>
<tr>
<td>-------------</td>
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</tr>
<tr>
<td>10.1</td>
<td>Deliver a shared path behaviour change program</td>
<td>2015-2021</td>
<td>On track</td>
<td>Delivered</td>
</tr>
<tr>
<td>10.2</td>
<td>Explore conflict between users at Brighton Middle Sea Baths</td>
<td>2015-2018</td>
<td>Delivered</td>
<td>Delivered</td>
</tr>
<tr>
<td>10.3</td>
<td>Bay Trail Duplication Works at Middle Brighton Baths: completed in 2018/19, section between Middle Brighton Baths and Sandown Street scheduled for 2019/20</td>
<td>2015-2021</td>
<td>On track</td>
<td>Delivered</td>
</tr>
<tr>
<td>10.4</td>
<td>Provide resources for schools to engage with walking</td>
<td>2015-2021</td>
<td>On track</td>
<td>Delivered</td>
</tr>
<tr>
<td>10.5</td>
<td>Encourage and support Park and Stride initiatives</td>
<td>2015-2021</td>
<td>On track</td>
<td>Delivered</td>
</tr>
<tr>
<td>10.6</td>
<td>Support local schools with issues outside of schools</td>
<td>2015-2021</td>
<td>On track</td>
<td>Delivered</td>
</tr>
<tr>
<td>10.7</td>
<td>Support road safety education in schools</td>
<td>2015-2021</td>
<td>On track</td>
<td>Delivered</td>
</tr>
<tr>
<td>10.8</td>
<td>Deliver Safer Scooter &amp; Wheeled Chair program</td>
<td>2015-2021</td>
<td>On track</td>
<td>Delivered</td>
</tr>
<tr>
<td>10.9</td>
<td>Deliver Safer Walker &amp; Wheeled Chair program</td>
<td>2015-2021</td>
<td>On track</td>
<td>Delivered</td>
</tr>
</tbody>
</table>

**Item 10.9 – Reports by the Organisation**

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Executive summary

Purpose and background
To recommend to Council the re-appointment of Bayside Arts Board members and to recommend minor changes to the Charter to provide for a Councillor representative to the Board be elected as Chairperson.

Council at its meeting on 23 August 2016 Council resolved to establish a Committee of Council (Section 86 of the Local Government Act 1989 Committee) known as the Gallery@BACC Board, renamed the Bayside Arts Board.

Council also adopted a Charter for the Bayside Arts Board which provides the membership of the Board to consist of:

- Two Councillor representatives; and
- Up to ten ordinary members selected on the basis of their skills and experience relevant to the functions of the Boards.

Ordinary members of the Board are appointed for a term of three years and at the conclusion of their first three-year term, in accordance with the Charter, existing members will be eligible to apply to be reappointed, at the discretion of Council, for a second term of three year’s duration. Members can serve for a maximum of two consecutive terms.

Five (5) members of the Board were appointed for a 3 year term on 23 August 2016 and have now have concluded their first term. All five members have expressed a strong desire to be reappointed for a second term.

Key issues
There is an expectation that members of the Board attend each meeting. A record of attendance over a three year period at Board meetings is listed below for those 5 members seeking reappointment:

<table>
<thead>
<tr>
<th>Meetings Attended</th>
<th>2016/17</th>
<th>2017/18</th>
<th>2018/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angelina Beninati</td>
<td>2/2</td>
<td>4/4</td>
<td>3/4</td>
</tr>
<tr>
<td>Tiziana Borghese</td>
<td>2/2</td>
<td>3/4</td>
<td>4/4</td>
</tr>
<tr>
<td>Roger Boyce</td>
<td>2/2</td>
<td>4/4</td>
<td>3/4</td>
</tr>
<tr>
<td>Patrick Christian</td>
<td>2/2</td>
<td>3/4</td>
<td>2/4</td>
</tr>
<tr>
<td>Charlotte Christie</td>
<td>2/2</td>
<td>3/4</td>
<td>0/4</td>
</tr>
</tbody>
</table>
Having considered the participation rate at meetings of the Committee members, it is recommended that Charlotte Christie and Patrick Christian not be re-appointed on this occasion and no further replacements be sought at this time.

Further, ideally a staggered approach to the reappointments should be considered to provide continuity at the end of the next three year term therefore it is recommended to appoint Mr Roger Boyce for a period of three years and it is recommended that Ms Tiziana Borghese and Ms Angelina Beninati be re-appointed for up to two years, to be reviewed annually.

**Amendments to the Charter**

The Bayside Arts Board has been formally constituted in accordance with Section 86 of the *Local Government Act 1989* as a Special Committee of Council. Given the status of this Committee, the Council’s Governance Local Law No: 1 applies to this Committee and with such brings a great deal of formality to the meeting. In order for the Board to operate efficiently and effectively it is recommended that the role of Chairperson be undertaken by the elected Councillor representative given the knowledge and workings of the Governance Local Law.

**Chairperson**

*The Chairperson of the Board must not be a Councillor or a member of Council staff.*

*That Chairperson of the Board must be elected from the Council appointed Councillor representatives on the Board.*

It is also recommended to increase the number of Councillor representatives up to 3 members of the Committee, to enable continuity of the role of Chairperson or Acting Chairperson in any absences.

7. **Membership**

**Composition of the Board**

The Bayside Arts Board will be comprised of the following members:

- **Up to three** Councillors;
- Up to ten ordinary members selected on the basis of their skills and experience relevant to the functions listed below.
Recommendation

That Council:

1. Reappoints Mr Roger Boyce for a further term of 3 years to conclude on 31 August 2022.

2. Reappoints Ms Tiziana Borghese and Ms Angelina Beninati for up to 2 years and to be reviewed annually.

3. Not appoint Ms Charlotte Christie and Mr Patrick Christian to the Board on this occasion, and a letter of appreciation be presented to both members acknowledging their service and contribution to the Board of the three years.

4. Amends the Charter to reflect an increase of the number of Councillor representatives on the Board (Section 7 – Composition of the Board) and provide that the Chairperson of the Board must be elected from the Councillor representative on the Board (Section 7 – Chairperson).

Support Attachments

1. Bayside Arts Board Charter and Instrument of Delegation review by Council August 2019
Considerations and implications of recommendation

Liveable community

Social
The Bayside Arts Board Section 86 Committee is made up of individuals who have a range of experience and skill level. The current members of the Bayside Arts Board contributed to developing the Bayside Arts Board Strategic Plan 2018-2022.

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

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

Customer Service and Community Engagement
The Board is a specific means of engagement with subject experts from the community that provides advice and input into the decision making process of Council.

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

Legal
The Bayside Arts Board is a formally constituted Section 86 of the *Local Government Act 1989* Committee and therefore is governed by Council’s Governance Local Law No:1.

Finance
There are no financial implications associated with the reappointment of Board members or with the proposed changes to the Charter.

Links to Council policy and strategy
Bayside Arts Board Strategic Plan 2018 - 2022
Bayside Arts Board
Charter and
Instrument of Delegation

Adopted by Council on 23 August 2016
Reviewed by the Gallery@BACC Board 28 February 2018
Adopted by Council on 20 March 2018
Amendment to the Charter adopted by Council on 20 August 2019
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Attachment 1 – Instrument of Delegation ................................................................ 11-12
1. Purpose

The purpose of the Bayside Arts Board (Section 86 of the Local Government Act 1989 Committee) is to support Council in the development and presentation of an innovative and creative arts program for the City of Bayside.

The Board will achieve this through:
- Providing strategic direction and advice on arts programming including the delivery of the Gallery@BACC Strategic Plan 2017-2021;
- Supporting the development of public art across the municipality;
- Overseeing the care and management of the Bayside Arts and Heritage Collection;
- Increasing financial support for the arts;
- Governing effectively in accordance with the Charter and adhering to the principles of good governance as outlined in the Board’s Code of Conduct.

2. Background

The Bayside Arts Board is an independent Advisory Board of Council, formally appointed by Council pursuant to Section 86 of the Local Government Act (1989) as amended.

The purpose of this Charter is to set out the Board’s powers, discretions and functions, extent of authority, membership, reporting and administrative arrangements.

The Board is accountable for effectively discharging the powers, discretions and functions delegated to it by Council. These powers, discretions and functions are documented in Section 4 of this Charter.

To ensure its continuing relevance, the Board will review this Charter at least once every two years and recommend changes to Council for approval where necessary.

3. Extent of Authority

The powers, discretions and functions of the Bayside Arts Board are documented in attachment 1 of this Charter. In discharging these powers, discretions and functions, Council authorises the Board to:
- Perform activities within the scope of its Charter;
- Request the Chief Executive Officer to provide the attendance of senior Council officers at meetings as appropriate;
- Have access to information relevant to the roles and responsibilities placed upon the Board by the Instrument of Delegation;
- Meet in private without the attendance of management as required; and
- Receive financial resources to be provided within budget allocations to enable the Board to receive any necessary professional advice.
4. Powers, Discretions, and Functions

The powers of the Board functions are referenced in the Instrument of Delegation to the Bayside Arts Board which is included as an attachment to this Charter (refer Attachment 1).

The Board contributes, supports and evaluates arts programming developed for the community in addition to the Gallery exhibitions and public programs.

Scope includes:

<table>
<thead>
<tr>
<th>Scope</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gallery exhibitions</td>
<td>Approve the annual exhibition program.</td>
</tr>
<tr>
<td>Public Programs</td>
<td>Approve the annual public program.</td>
</tr>
<tr>
<td>Artist Studio program at Billilla</td>
<td>Approve the artists for inclusion in the annual program at Billilla.</td>
</tr>
<tr>
<td>Public Art program</td>
<td>Contribute to the outcome of the public art program.</td>
</tr>
<tr>
<td>Art and Heritage Collection</td>
<td>Evaluates and recommend item for acquisition and de-accession to the collection. Advise on the care and preservation of the collection for future generations.</td>
</tr>
<tr>
<td>Strategic Direction of Arts programming</td>
<td>Provide input and guidance into Council’s Strategic Plan for Arts programming.</td>
</tr>
<tr>
<td>Partnerships</td>
<td>Contribute to the establishment of mutual beneficial partnerships.</td>
</tr>
<tr>
<td>Marketing and Strategy</td>
<td>Contribute, assist and evaluate the marketing strategy for Arts programming.</td>
</tr>
<tr>
<td>Sponsorship and philanthropic opportunities</td>
<td>Identify opportunities and solicit potential funds and/or donations to the collection.</td>
</tr>
</tbody>
</table>

Scope excludes:

<table>
<thead>
<tr>
<th>Scope</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Black Rock House</td>
<td>Management, marketing and programming of activities conducted by the Friends of Black Rock House.</td>
</tr>
<tr>
<td>Council’s contracted major cultural events</td>
<td>The Board has no involvement in the Christmas Carols or Bright n Sandy events.</td>
</tr>
<tr>
<td>Bayside Built Environment Awards</td>
<td>The Board has no involvement in this event.</td>
</tr>
<tr>
<td>Indigenous heritage and culture</td>
<td>The Board has no involvement in indigenous matters other than exhibitions and programming.</td>
</tr>
</tbody>
</table>

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5. Board Conduct and Behaviours

Council will adopt a Board member Code of Conduct recommendation from the Board. Upon appointment Board members will be consulted in the preparation of this Code and will be required to sign the Code within one month of it being adopted by Council.

6. Performance and Reporting

The Bayside Arts Board’s performance will be assessed through an annual written report to Council regarding the implementation of the Gallery’s Four-Year Strategic Plan.

The annual report of the Board will be incorporated into Bayside City Council’s Annual Report.

The performance of individual members and performance of the Board as a whole will be assessed annually using a questionnaire to be completed by all members, which will be endorsed by the Board.

After each meeting the Board will forward the minutes of that meeting to the next Ordinary Meeting of Council (on the approval of the Chairperson).

In addition to the above, the Board shall report to Council on any matters of significance as determined by the Board.

7. Membership

Composition of the Board

The Bayside Arts Board will be comprised of the following members:

- Up to three Two Councillors;
- Up to ten ordinary members selected on the basis of their skills and experience relevant to the functions listed below.

The quorum for any meeting of the Committee is a majority of members of the committee, plus one, with one of whom must be an appointed Councillor.

All members have full and equal rights on matters before the Board.

Officers in regular attendance will include the Curator and the Department Coordinator.
Chairperson

The Chairperson of the Board must not be a Councillor or a member of Council staff.

That Chairperson of the Board must be elected from the Council appointed Councillor representatives on the Board.

The Chairperson of the Board shall be appointed annually by Council at its Annual Meeting to be held in November from the Ordinary members of the Board.

The Chairperson term is for a maximum of two years.

The Chairperson of the Board shall have a casting vote on occasions where there is an equal number of votes on a matter. In the absence of the appointed Chairperson from a meeting, the Deputy Chairperson will undertake the duties of the Chairperson.

Role of the Chairperson

The role of the Bayside Arts Board Chairperson includes, but is not limited to:

- Chairing of meetings of the Gallery Board in accordance with the formal meeting agenda distributed to Board Members.
- Conducting meetings in a manner that promotes full participation, communications, involvement, consensus, mutual respect and listening.
- Providing time during meetings for any Board Member to raise any issue they believe is relevant.

The Chairperson will be part of the interview panel for the recruitment of new ordinary members of the Board.

The Chairperson will present annually to the Council on the progress against the Strategic Plan and present the Annual Report of the Bayside Arts Board to Council.

Selection of Ordinary Members

The following functions identify the range of eligible skills, experience and capabilities for the Bayside Arts Board to discharge its responsibilities:

1. Governance and strategy;
2. Marketing and brand positioning;
3. Arts management;
4. Fundraising, sponsorship, and philanthropy;
5. Arts participation and community engagement;
6. Finance;
7. Property (including intellectual property) law;
8. Public Art; and
9. Arts programming.

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Ordinary members are selected for their skills and experience in relation to the above functions.

Members appointed to the Board is on a voluntary basis and no remuneration is provided.

While it is not necessary for Board members to live or work in Bayside, Council recognises the benefits of local community participation and diversity in the skills, experience and attributes of the Board’s membership. The Board’s activities and delegations are intended to maximise the contribution of the Bayside community to the arts.

Vacant positions on the Board will be publicly advertised through local newspapers, the Council website, and other avenues as necessary.

The selection panel for appointment to the Board will consist of the Mayor, Chief Executive Officer and the Chairperson of the Board (where appointed). The selection panel will recommend appointments to Council.

Selection of Councillor Members
The Councillor members of the Board will be appointed by Council at its Annual Meeting in November each year.

Term – Ordinary Members
Ordinary members of the Board will be appointed for a term of three years. At the conclusion of their first three-year term, existing members will be eligible to apply to be reappointed at the discretion of Council for a second term of three year’s duration. Members can serve for two consecutive terms.

Where a new member is appointed to the Board there three year term shall commence from the date of appointment by Council.

Should a member resign before the expiry of their term, the vacancy will either be filled for the remainder of that term, or if the vacancy occurs within 12 months of the expiry of the term then Council may choose not to fill the vacancy.

In the event the Council proposes to remove a member of the Board, it must give written notice to the member of its reason and intention to do so and provide that member with the opportunity to be heard if so requested.
Attendance

Members of the Board are expected to attend all meetings of the Board. Any member who is absent for more than one meeting without having submitted a prior apology will be considered to have resigned from the Board.

This requirement can be waived at the discretion of the Chairperson in the case of special circumstances such as an extended illness.

8. Meetings

Conduct of meetings shall be conducted in accordance with agreed meeting protocols as determined by Council. Refer to point 9 below for the meeting protocols.

The Bayside Arts Board shall meet as required, for a minimum of four times per year. A schedule of meetings and an annual work plan will be developed in accordance with the four-year strategic plan and agreed to by the Board.

The agenda and supporting documentation will be circulated to members of the Board at least 5 days in advance of each meeting.

Minutes of the meetings will be prepared within one week of the meeting for approval by the Chairperson of the Board.

The Chairperson at the subsequent meeting will sign the minutes of the previous meeting. The approved minutes will be presented to Council.

Only Board members are entitled to attend meetings. Other Councillors may, however, attend meetings in an observer capacity. The Board may invite any persons to attend meetings as it deems necessary.

Officers in attendance will include the Curator, the Department Coordinator and Governance Manager. Other Council staff may be invited to attend at the discretion of the Board to advise and provide information when required.

Council staff and Councillors who are not members of the Board will not have a right to vote and may be excluded from the meeting when votes are taken.

Secretarial and administrative support will be provided to the Board under the oversight of the responsible Senior Executive member. Support staff will develop and maintain an induction pack for newly appointed members.
9. Meeting Protocols

Notice of Committee Meetings
The Council's Chief Executive Officer or his or her delegate must give members of the Committee reasonable notice of meetings of the Committee.

Public Presence at Committee Meetings
1. If the Committee wishes to close a meeting or part of a meeting to members of the public, it must make a Resolution to do so.

2. A Resolution to close a meeting or part of a meeting to members of the public can only be made if the meeting is discussing any of the following:
   (a) personnel matters;
   (b) the personal hardship of any resident or ratepayer;
   (c) industrial matters;
   (d) contractual matters;
   (e) proposed developments;
   (f) legal advice;
   (g) matters affecting the security of Council property;
   (h) any other matter which the Committee considers would prejudice the Council or any person;
   (i) a resolution to close the meeting to members of the public.

Conduct at Meetings
1. A member of the public who is present at a meeting of the Committee must not interject or address the meeting, unless invited to do so.

2. If any member of the public who is present at a meeting of the Committee is called to order by the Chairperson and then again engages in an act of disorder, the Chairperson may order him or her to be removed from the meeting.

Notice of Meetings and Agendas
The Chief Executive Officer or his/her delegate will ensure that:
1. notice of; and
2. the agenda for any meeting of the Committee is delivered to each member of the Committee at least 5 days prior to the commencement of the meeting.

The Chief Executive Officer or her/his delegate will discuss the proposed agenda with the Chairperson prior to its circulation.
Proceedings of the Committee
Subject to these Protocols, the procedure for meetings of the Committee is at the discretion of the Chairperson.

Quorum
The quorum for any meeting of the Committee is a majority of members of the Committee plus one, of which one of the appointed Councillors must be present.

Failure to Raise a Quorum
If a quorum is not present within 30 minutes of the time appointed for the commencement of the meeting of the Committee:
1. the meeting may be adjourned for not more than seven days by:
   (a) a majority of the members of the Committee then present; or
   (b) any Senior Officer or other member of Council staff present at the meeting, if no members of the Committee are present; and
2. all members of the Committee must be given notice of the adjourned meeting.

Lapsed Meetings
1. If a quorum fails after a meeting of the Committee has commenced, the meeting lapses.
2. If a meeting of the Committee lapses, any undisposed item must, unless it has already been disposed of in the interim, be included in the agenda for the meeting of the Committee.

Decision-Making
1. Any decision of the Committee must be evidenced by a Resolution made by the Committee.
2. A Resolution is made if:
   (a) a member of the Committee moves a motion;
   (b) that motion is seconded; and
   (c) the motion is carried by a majority of members of the Committee present at the meeting.
3. Any Resolution must be clear in its intention and effect.
4. Any Resolution made by the Committee must be recorded in the minutes of the meeting of the Committee.

Implementation of Board Decisions
Following Council’s adoption of the minutes of the Board meetings, the Chief Executive Officer or his/her delegate is responsible for ensuring the timely implementation of the Council adopted decisions. (This is to reflect the Local government Act requirements of the Chief Executive Officer).
10. **Insurance**

Members of the Bayside Arts Board are covered by Council’s professional indemnity insurance policy.

11. **Conflict of Interest**

In accordance with Section 79 of the Local Government Act 1989 (the Act), members of the Bayside Arts Board will be required to disclose all conflicts of interest and will not be eligible to vote on a matter or attend the part of the meeting at which the subject of the conflict will be considered.

Members of the Board must be fully aware of their responsibilities with regard to the management of interests in relation to the discharge of their duties as a member of the Board. Management of interests includes the proper disclosure of any conflicts of interest as and when they may arise.

Members of the Board must be fully aware of the statutory definitions of direct and indirect interests which may give rise to a conflict of interest. These are specifically set out in sections 77A, 77B, 78, 78A, 78C and 78D of the Act.

Each independent member of the Board is required to lodge a declaration of interest form on a bi-annual basis and declare any interest at the commencement of each meeting and prior to the consideration of the item at the meeting.

Failure to comply with the provisions of the Act with regard to conflicts of interest may result in the member’s appointment being terminated.

12. **Confidentiality**

All Bayside Arts Board members are expected to be aware of their responsibilities with regard to the confidentiality of information about Council’s affairs pursuant to Section 77 of the Act.

Failure to comply with the provisions of the Act with regard to confidentiality may result in the member’s appointment being terminated.
Bayside City Council
Instrument of Delegation

Bayside Arts Board

In exercise of the powers conferred by sections 86 and 87 of the Local Government Act 1989 ("the Act"), Bayside City Council ("Council") delegates to the Board established by resolution of Council made on 20 March 2018 and known as "Bayside Arts Board" all the powers, discretions and functions as outlined in the Bayside Arts Board Charter and set out in the schedule, and declares that:

1. This Instrument of Delegation is authorised by a resolution of Council made on 20 March 2018; and

2. The delegation:
   2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
   2.2 remains in force until Council resolves to vary or revoke it; and
   2.3 is to be exercised in accordance with the guidelines or policies which Council from time to time adopts.

Dated this 9th Day of April 2018

The Common Seal of Bayside City Council
Was affixed this …… Day of April 2018

In the presence of:

................................. Mayor

................................. Acting Chief Executive Officer
Schedule

Powers, Discretions, and Functions

The following functions, powers, and discretions are delegated to the Bayside Arts Board:

1. To advise Council on the strategic direction of arts programming including public art and recommend a four year Strategic Plan for The Bayside Arts, to be presented to Council for adoption, including adjustments and alterations as determined by Council. The Strategic Plan will be in accordance with the Council-adopted purpose that has been established for The Gallery@BACC.

2. Advise Council on potential locations for display of collection or installation of art in the public domain.

3. To recommend acquisition proposals submitted by the Curator within the budget allocation and consider proposals for de-accession from the collection.

4. Provide advice and assistance to Council Officers in proposing potential donors or bequests for the Collection in accordance with Council’s Art and Heritage Collection Policy.

5. Receive reports and make recommendations regarding the care and maintenance of the collection.

6. Approve The Gallery@BACC exhibition and public program schedule with regard to the Four Year Strategic Plan.

7. Monitor performance against the Four Year Strategic Plan and provide strategic advice to Council as necessary.

8. Support staff in building relationships and partnerships with artists, arts sector organisations, business and government agencies.

9. Approve marketing and promotion strategies as outlined in the Strategic Plan, and foster an appreciation of the arts by all sections of the community.

10. Seek funding from external sources through the pursuit of donations, sponsorship, fundraising, bequests and philanthropic opportunities to achieve or exceed income target as determined in Council’s annual budget.
10.11 AUDIT & RISK MANAGEMENT COMMITTEE - APPOINTMENT OF EXTERNAL INDEPENDENT MEMBER

Executive summary

Purpose and background

This report proposes to appoint one External Independent Member to the Audit and Risk Management Committee following a public recruitment process to replace a retiring member.

The Audit and Risk Management Committee is an independent formally appointed Advisory Committee to Council and was first established in 1996. The primary objective of the Committee is to assist Council to fulfil its corporate governance responsibilities through the effective conduct of its responsibilities for financial reporting, management of risk, and other key governance oversight.

The Committee does not have executive powers or authority to implement actions in areas over which management has responsibilities and does not have any delegated authority or delegated financial responsibilities.

In accordance with the Charter, membership comprises of five members (two Councillors and three external independent members). All members have full voting rights.

A vacancy has arisen for an external member given current member Mr Brian Keane has fulfilled two three-year terms and the Charter states that independent members can only serve for two consecutive terms. Mr Keane’s appointment will conclude on 30 September 2019.

Expressions of interest were sought via public advertisement in The Age Newspaper, Bayside Leader, and the Australian Institute of Company Directors. At the close of expression of interest, 15 high calibre applications were received.

Key issues

In accordance with the Charter an evaluation panel was established consisting of The Mayor Cr Heffernan, Ms Lisa Woolmer - Chairman of the Audit and Risk Management Committee and Ms Jill Colson - Director Corporate Services to review applications taking into account the experience of the candidate, the need for a balance of skills, relevant background and the ability to apply appropriate analytical and strategic management skills.

Two candidates were put forward as short-listed candidates. Following the interview process it was agreed unanimously by the panel given the experience, and skillset of the applicant, that Mr Geoff Harry be appointed to the Audit and Risk Management Committee for a term of three years commencing 1 October 2019.

Mr Harry is certainly well qualified for the role given his wealth of experience and skills particularly in the area of governance, risk management and internal audit experience. Appropriate reference checks have been undertaken and support the panel’s recommendation.

Given the retirement of independent member Mr Brian Keane, it is recommended that Council presents a letter under seal of Council acknowledging Mr Keane’s service to the Audit and Risk Management Committee.
Recommendation

That Council:

1. Appoints Mr Geoff Harry as an external independent member of the Audit and Risk Management Committee for a period of 3 years effective from 1 October 2019 to conclude on 30 September 2022.

2. Presents a letter under seal of Council acknowledging retiring independent member Mr Brian Keane’s 6 years’ service to the Audit and Risk Management Committee.

Support Attachments

Nil
Considerations and implications of recommendation

Liveable community

Social
There are no social implications associated with this report.

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

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

Customer Service and Community Engagement
Council undertook a public expression of interest process seeking applications for the role of Independent Member of the Audit & Risk Management Committee.

Human Rights
The implications of this report have been accessed 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 appointment of the external independent member is in accordance with the Local Government Act 1989 and the Committee’s Charter.

Finance
The recruitment of the member and the meeting allowance is provided for within the 2019/20 budget allocation for supporting the audit function for the organisation.

Links to Council policy and strategy
This report supports the Council Plan Goal 8 – Governance whereby decision making is open, transparent.
Executive summary

Purpose and background
The Chief Executive Officers (CEOs) from Bayside, Port Phillip, Glen Eira and Kingston Councils have formed a CEO Forum with Melbourne Water to investigate ways to mitigate the impacts of flooding in the Elster Creek Catchment. An Action Plan was developed and implemented and a new plan has been prepared.

The purpose of this report is to inform Council about the new Draft Elster Creek Catchment Flood Management Plan 2019-2024 (Attachment 1) and a revised Memorandum of Understanding (MoU) that supports the CEOs Forum with Melbourne Water (Attachment 2).

The previous Elster Creek Flood Management Plan (Action Plan) 2018 is shown as Attachment 3.

Key issues
The Councils and Melbourne Water have continued to work together to deliver the Action Plan 2018 and develop a new Draft Elster Creek Catchment Flood Management Plan 2019-2024. This was finalised and was considered by the CEO Forum in July 2019.

A Working Group of senior staff from the four Councils and Melbourne Water have met regularly to implement the Action Plan 2018 and develop the next new Elster Creek Catchment Flood Management Plan 2019-2024.

A Community Reference Group (CRG) has been established with community representatives from Bayside, Port Phillip and Glen Eira Council areas. The CRG has met to discuss the Action Plan implementation and to provide advice on proposed plans and actions. The CRG is also a conduit for information flow back into the community.

In addition to the CRG, a deliberative panel engagement process was utilised in preparing the Draft Flood Management Plan 2019-2024. This process commenced with a workshop of key staff from the four Councils, Melbourne Water and representatives from the CRG. This workshop was used to frame the information to be discussed as part of the deliberative forum process.

A panel of 20 randomly selected people, of varying age and genders, from areas impacted by flooding and not impacted by flooding across all Council areas was recruited. The deliberative panel met on 15 June 2019 at the Elwood Sailing Club, supported by staff from the Councils and Melbourne Water. Melbourne Water engaged a consultant to plan and facilitate the panel process.

The deliberative panel provided its assessment of criteria for prioritising actions and also provided a view about what sorts of actions should be the focus of the new Flood Management Plan. The Plan is based on three themes:

1. One Catchment, Many Solutions
2. Land Use Planning
3. Informed and Well-Prepared Communities

The results of the deliberative panel’s prioritisation process are shown in the Customer Service and Community Engagement section of this report.
Following the deliberative process, the Draft Flood Management Plan 2019-2024 was prepared and endorsed by the CEO Forum with Melbourne Water. A five year plan has been now been prepared as many of the activities required to address the actions need a duration of more than one year.

The Draft Flood Management Plan 2019-2024 includes actions under each theme:

1. **One Catchment, Many Solutions**
   - Working together to implement sustainable on-ground solutions that minimise flooding and its impact on the community.
   - 5 Actions

2. **Land Use Planning**
   - Development across the catchment will seek to minimise urban run-off and reduce flood risk.
   - 6 Actions

3. **Informed and Well-Prepared Communities**
   - The community is informed, actively engaged and understands the challenges of managing flooding in the catchment and what is being done about it.
   - 7 Actions

The Draft Flood Management Plan 2019-2024 as shown in Attachment 1 is currently being finalised and will be subject to some minor amendments. The CRG was provided with an opportunity to give feedback on the draft following the endorsement by the CEO Forum with Melbourne Water. The Working Group of senior staff is scheduled to meet on 20 August 2019 to finalise the document following the final feedback from members of the CRG.

The MoU that was prepared to facilitate the CEO Forum with Melbourne Water has been updated with no material change to its intent.

**Elsternwick Park Nature Reserve**

The flood mitigation potential of the Elsternwick Park Nature Reserve continues to be explored through the Masterplan process. The activities associated with the planning for the Elsternwick Park Nature Reserve are reported to the CEO Forum as part of the overarching catchment management approach.

**Recommendation**

That Council notes the Draft Elster Creek Catchment Flood Management Plan 2019-2024 (Attachment 1) and the Memorandum of Understanding (Attachment 2) for the Elster Creek Catchment between the Cities of Bayside, Port Phillip, Glen Eira and Kingston and Melbourne Water as attached to this report.

**Support Attachments**

1. Attachment 1 - Draft Elster Creek Catchment Flood Management Plan 2019-2024
2. Attachment 2 - Elster Creek Catchment Memorandum of Understanding
3. Attachment 3 - Elster Creek Catchment Action Plan 2018
Considerations and implications of recommendation

Liveable community

Social
Flooding is a function of rainfall runoff across the Elster Creek catchment, as well as storm surge and king tides. Climate change and infill development will exacerbate the frequency and impact of flooding events.

Participation in the Elster Creek Catchment CEO Forum with Melbourne Water involves all agencies with an interest in Elster Creek working together to managing the catchment with the aim of reducing the impacts of flooding.

Plans are developed to describe the activities to be undertaken by Melbourne Water and the four councils aimed at mitigating the impacts of flooding in the Elster Creek Catchment.

Natural Environment
Elster Creek is a highly modified stream and catchment. The Action Plan 2018 and new Flood Management Plan 2019-2024 recognise that evidence-based and innovative solutions should consider co-existence of multiple land uses and multi-functions to achieve optimal community benefit, including the natural environment.

Built Environment
Elster Creek is a highly modified stream and catchment. The Action Plan 2018 and new Flood Management Plan 2019-2024 recognise that evidence-based and innovative solutions should consider co-existence of multiple land uses and multi-functions to achieve optimal community benefit, including the built environment.

Customer Service and Community Engagement
This project involves a shared communications approach including publishing website material and providing email updates to registered stakeholders. The City of Port Phillip’s website ‘hosts’ this information with links to it from each participating organisations’ website.

The Action Plan 2018 was developed by a Working Group of senior staff from Melbourne Water, Bayside, Port Phillip, Glen Eira and Kingston councils and presented to an Elster Creek Community Forum in September 2017 to gain community feedback. It was subsequently endorsed by the CEO Forum with Melbourne Water and the establishment of the Community Reference Group (CRG) followed.

The preparation of the new Flood Management Plan 2019-2024 has been informed by the CRG and a deliberative panel process. The plan was considered and endorsed by the CEO Forum with Melbourne Water in July 2019.

Deliberative Panel Process
Participants were asked to rank criteria in the order they considered most important to those they considered least important. The outcomes of this ranking process are shown in Figure 1.
The following identifies the outcomes of groups voting for its priorities for each theme of the Flood Management Plan 2019-2024. It is noted that this voting focused on priority actions based on the groups’ values identified in the previous section. Action items that received lower votes are not considered to be less important but are considered lower priority.

### One Catchment, Many Solutions

For the One Catchment, Many Solutions theme there were five key actions identified as shown in Figure 2.

### Figure 1 - Ranking of Values for Elster Creek Catchment Flood Mitigation Plan

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximising economic, enviro &amp; social benefits</td>
<td>1st</td>
</tr>
<tr>
<td>Evidence-based</td>
<td>2nd</td>
</tr>
<tr>
<td>System-wide approach</td>
<td>3rd</td>
</tr>
<tr>
<td>Mix of quick wins with long-term sustainable actions</td>
<td>4th</td>
</tr>
<tr>
<td>Pragmatic/doable</td>
<td>5th</td>
</tr>
<tr>
<td>Action has net positive result re flooding</td>
<td>6th</td>
</tr>
<tr>
<td>Collaboration/commitment State/Local govt</td>
<td>7th</td>
</tr>
<tr>
<td>Value for money (return on investment)</td>
<td>8th</td>
</tr>
<tr>
<td>Ongoing community involvement</td>
<td>9th</td>
</tr>
</tbody>
</table>

*Total Results: 17*

### Figure 2 - Voting on top 3 actions for Theme 1: One Catchment, Many Solutions

<table>
<thead>
<tr>
<th>Action</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investigate future locations for retarding basins</td>
<td>25%</td>
</tr>
<tr>
<td>Look at existing lake in Lancox Park for flood mitigation</td>
<td>10%</td>
</tr>
<tr>
<td>Investigate water tanks on council/private properties</td>
<td>21%</td>
</tr>
<tr>
<td>Incentives and support for landholders to reduce impact on local cty (eg tanks/raise floor levels)</td>
<td>28%</td>
</tr>
<tr>
<td>Include EP and 2RB investigations - lowering roads and ovals when redeveloped</td>
<td>15%</td>
</tr>
</tbody>
</table>

*Total Results: 67*
Land Use Planning

With regards to land use planning the results are shown in Figure 3.

![Figure 3 - Voting on top 3 actions for Theme 2: Land Use Planning](image)

**Informed and Well-Prepared Communities**

In relation to informed and well-prepared communities, the outcomes of the voting process are shown in figure 4.

![Figure 4 - Voting on top 3 actions for Theme 3: Informed and Well Prepared Communities](image)
The focus of the actions identified and selected were those that were pragmatic, including ongoing community involvement, maximised social, economic and environmental benefits, and are evidence based.

**Human Rights**

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

**Legal**

There are no known legal implications associated with the recommendation in this paper.

**Finance**

There are no financial implications for Bayside City Council associated with the Flood Management Plan 2019-2024 at this time.

**Links to Council policy and strategy**

The Flood Management Plan 2019-2024 is aimed at managing the Elster Creek catchment to reduce the impacts of flooding.

Council has previously recognised a Memorandum of Understanding that outlines a commitment to working with organisations responsible for storm water and flood mitigation in the Elster Creek catchment.
Elster Creek Catchment
Flood Management Plan
2019-2024
Introduction

Water is always naturally cycling around, through and above the surface; and the constructed urban water infrastructure provides cities with safe water, sewerage and drainage.

We can live safely and comfortably in a catchment prone to flooding. This means ensuring that flooding is expected, designed and planned for to avoid or minimise the flood damage potential. It means adapting our built form to the natural movement of water. It means developing communities that are resilient to weather extremes while also meeting the challenges of the future. Climate change and increasing development within our catchment will require adaptive approaches to flood risk management.

This plan is a continuation of the Elster Creek Action Plan 2018 and looks to establish a long-term coordinated approach to flooding in the Elster Creek Catchment (the Catchment). This Flood Management Plan should be regularly reviewed to ensure it remains relevant and reflective of best practice, innovation and current water management trends.

During the consultation process for this plan the community and key stakeholders advocated for a focus on Integrated Water Management (IWM). This plan cannot address all aspects of water management. The focus is on flood mitigation projects as a key outcome, however the multiple benefits of IWM will not be overlooked.
The collaboration formed in 2017 to address flood issues with a catchment-based approach. Stormwater does not adhere to municipal boundaries, by working more closely with our catchment partners we can develop strategies to combat urban flooding together. The below figure is an overview of the collaborative structure.

The catchment collaboration acknowledges the ongoing operational activities undertaken by each partner including drainage maintenance, upgrades, and renewal programs. These projects play an important role in ensuring efficient operation of the drainage network.

Where appropriate, operational activities relevant to stormwater movement within the Elster Creek Catchment and the outcomes they deliver will be shared with all of the collaborative partners.

Integrated Water Management

Integrated Water Management is being addressed via a number of other programs and initiatives. Integrated Water Management is a collaborative approach to water planning and management that brings together organisations with an interest in all aspects of the water cycle. Taking a holistic approach to water management has the potential to provide greater value to our communities by identifying and leveraging opportunities to optimise outcomes. Flood planning and flood management are key dimensions to water management alongside stormwater, wastewater and drinking water.

State government, water authorities and local government have been active in collaboratively increasing integrated water management (IWM) across the state. The Department of Environment, Land, Water and Planning (DELWP) has led the formation of IWM forums bringing together key leaders in each catchment across the state. Relevant to this catchment is the Dandenong Forum and the Strategic Directions Statement prioritising key catchment projects.

The most recent significant state-wide changes to the planning scheme came into effect in October 2018 through Amendment VC154. This change and the release of the New Environmental Protection Act – State Environment Protection Policy (Waters) bring tougher requirements to embed IWM objectives and strategies into urban land-use planning. Flood mitigation and onsite detention requirements are increasingly part of these requirements.

IWM also promotes increased permeability, greening of urban areas and utilisation of alternative water. Councils and water authorities are working collaboratively on many IWM projects.

The Cooperative Research Centre for Water Sensitive Cities (CRCWSC) also has a set of factsheets and a decision-making tool to help restore flowing urban waterways into living streams.

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2 Dandenong Strategic Directions Statement, Dandenong IWM Forum, DELWP, September 2018
2 Delivering Water for Victoria: Progress report, DELWP, 2018
2 Planning Amendments for IWM implemented in Victoria
2 https://watersensitivecities.org.au/content/new-factsheets-offer-strategies-for-restore-urban-waterways/
Memorandum of Understanding

The Memorandum of Understanding (MOU) establishes a method for collaboration and communication between the catchment partners, it does not override the roles and responsibilities each organisation has while conducting itself. The collaborative partnership does not assume overarching responsibility and decision making for activities within the catchment. An excerpt from the adopted MOU is included below and establishes the collaborative purpose and problem statement.

**Purpose**

Defines, at a high-level, the drainage problem of concern to communities living, working and visiting within the Elster Creek Catchment

Sets out the core principles to promote collaboration between the four relevant councils and Melbourne Water to find effective evidence-based and innovative solutions to address the catchment’s flooding issues, where possible.

**Problem Statement**

Flooding is a function of rainfall runoff exceeding the capacity of underground and surface drainage systems and waterways across the Elster Creek catchment, as well as storm surge and King Tides. Climate change and infill development are very likely to exacerbate the frequency and impact of flooding events.

Flooding within Elwood is disproportionate to its area of the catchment. In Glen Eira and Bayside, many properties and dwellings flood during heavy rainfall events. Reducing the impact of increased runoff on flood vulnerable areas requires the Elster Creek Catchment to be managed as a whole. All flood retention, detention and conveyance opportunities to reduce flood impact are to be considered irrespective of municipal boundaries.

It is recognised that evidence-based and innovative solutions should consider co-existence of multiple land-uses and multi-functions to achieve optimal community benefit, noting that flood mitigation investment is mutually inclusive with both passive and active recreation.
Our Flood Story: Flooding and flood protection is a complex problem.

Elster Creek Catchment is located in the inner South-East area of Melbourne. The catchment spans four municipal boundaries: Port Phillip, Glen Eira, Bayside and Kingston.

The Catchment has a known history of widespread flooding and given the highly developed nature of the Catchment it will continue to flood.

For a short history, this catchment has developed over a period of more than hundred years. It comprised of relatively flat sandy land which, in nature, did not have a well-defined drainage system in many areas. The lower section of the catchment used to be a swamp, where the runoff from the whole catchment would naturally flow in and accumulate.

With urban development, the swamp was converted to residential development and the Elwood Canal was formed to take the runoff from the Catchment out to Port Phillip Bay.

Natural flow paths conveying runoff from the catchment to the swamp, and further downstream were gradually built over, and replaced with constructed drainage systems over time.

As the urban development and the construction of drainage system continued, each stage of development realised that the previously built infrastructure was not sufficient to convey the floodwater, as more and more urban areas continued to produce more run-off and cause flooding downstream. This is the issue we deal with today – the drainage system does not have the capacity or room to take the amount of water that can run into it in a large storm.

Despite significant drainage upgrade works within the Catchment, exposure to flooding remains an ongoing challenge.
Ccatchment Administration Map

Elster Creek catchment flooding
8/07/2019 Map at A4 Scale 1: 50,000
Author: Dave Scott. Job Ref: 20190710
Catchment Flooding Map

Elster Creek catchment flooding
8/07/2019 Map at A4 Scale 1: 50,000.
Author: Sain Scott. JobRef: 20190710
One Catchment, Many Solutions

Working together to implement sustainable on-ground solutions that minimise flooding and its impact of the community.

<table>
<thead>
<tr>
<th>DELIVERABLE</th>
<th>DELIVERY</th>
<th>LEAD AGENCY</th>
<th>OUTCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Incorporate increased flood mitigation within Elsternwick Park Nature Reserve.</td>
<td>July 2019 - December 2020</td>
<td>Bayside City Council and Melbourne Water</td>
<td>Reduced flooding in Elwood and surrounds</td>
</tr>
<tr>
<td>2 Seek opportunities to identify new or expanded physical works (including retarding basins) on public land across the catchment. Develop an implementation plan for identified projects.</td>
<td>July 2019 - June 2024</td>
<td>Melbourne Water and Glen Eira City Council</td>
<td>Flood mitigation assessment is consistently applied to public open space projects across the catchment to contribute to the cumulative capacity of the catchment.</td>
</tr>
<tr>
<td>3 Incorporate flood mitigation into all Council capital projects within the catchment where feasible.</td>
<td>July 2022 - June 2024</td>
<td>Local Government</td>
<td>Flood mitigation incorporated into Council projects.</td>
</tr>
<tr>
<td>4 Undertake research on suitable permeable surfaces for the Elster Creek catchment.</td>
<td>July 2019 - June 2020</td>
<td>City of Port Phillip</td>
<td>Tool developed which enables project partners to identify suitable permeable treatments to implement into planning renewal and upgrade projects.</td>
</tr>
<tr>
<td>5 a. Investigate incentives or funding mechanisms for landholders to reduce impacts on local catchments by reducing runoff and increasing permeability.</td>
<td>July 2020 - June 2022</td>
<td>Melbourne Water</td>
<td>Water intercepted across different land tenures at lot boundaries and diverted from drainage infrastructure during rainfall events.</td>
</tr>
<tr>
<td>b. Influencing the Department of Education and private schools to include flood mitigation within school open space.</td>
<td>July 2019 – June 2024</td>
<td>City of Port Phillip</td>
<td></td>
</tr>
</tbody>
</table>
## Land Use Planning

*Development across the catchment will seek to minimise urban run-off and reduce flood risk.*

<table>
<thead>
<tr>
<th>DELIVERABLE</th>
<th>DELIVERY</th>
<th>LEAD AGENCY</th>
<th>OUTCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>Seek authorisation from the Minister for Planning to prepare a planning scheme amendment to update the extent of the Special Building Overlay to reflect more recent flood mapping data within Glen Eira.</td>
<td>July 2019 - June 2021</td>
<td>Melbourne Water Glen Eira City Council</td>
</tr>
<tr>
<td>7</td>
<td>Establish a catchment baseline for permeability and set targets to increase permeability in both the private and public realm. Include consideration of future development into permeability target setting.</td>
<td>July 2020 - June 2021</td>
<td>Glen Eira City Council</td>
</tr>
<tr>
<td>8</td>
<td>Consider options for implementing an offset trading scheme across the Elster Creek Catchment where funds can be collected from developments. For example, collecting funding from downstream developments can seek to reduce volume/flood upstream.</td>
<td>July 2022 - June 2024</td>
<td>Glen Eira City Council</td>
</tr>
<tr>
<td>9</td>
<td>Establish a flood baseline and set flood risk reduction targets within the Elster Creek Catchment.</td>
<td>July 2020 - June 2022</td>
<td>Glen Eira City Council</td>
</tr>
<tr>
<td>9</td>
<td>If feasible, investigate the development of a catchment wide Development Contributions Plan Overlay into the planning scheme for each of the four Councils.</td>
<td>July 2022- June 2024</td>
<td></td>
</tr>
</tbody>
</table>
Land Use Planning

*Development across the catchment will seek to minimise urban run-off and reduce flood risk.*

<table>
<thead>
<tr>
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<th>OUTCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Ensure a consistent approach to implementing the Victorian Planning Provisions for Stormwater Management in Urban Development. Ensure staff have the knowledge and skills required to effectively assess and implement these requirements.</td>
<td>July 2019 – June 2024</td>
<td>City of Port Phillip</td>
</tr>
</tbody>
</table>
| 11 | Advocate to the Victorian Government for the following:  
  - Prioritisation of flood mitigation in the development of strategic sites and urban renewal areas  
  - To encourage schools to install water recycling infrastructure | July 2019 – June 2024 | Dandenong Ranges Council | Catchment agencies and organisations leverage their collaboration to achieve outcomes through the Victorian State Government. |

City of Port Phillip |
Informed and Well-Prepared Communities

The community is informed, actively engaged and understands the challenges of managing flooding in the catchment and what is being done about it.

<table>
<thead>
<tr>
<th>DELIVERABLE</th>
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<th>OUTCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 Develop a communications and engagement plan that addresses the following:</td>
<td>July 2019 - December 2019</td>
<td>City of Port Phillip</td>
<td>Our catchment community understand their flood risk, can easily access information about what we are doing, and has access to information of what they can do.</td>
</tr>
<tr>
<td>• Builds community awareness about the catchment and flood overlays</td>
<td></td>
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<tr>
<td>• Builds community preparedness for flooding</td>
<td></td>
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<tr>
<td>• Links with Emergency Management to educate the community about how to respond in times of flood</td>
<td></td>
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<tr>
<td>• Educates the community on changes they can make to their properties to increase resilience to flooding</td>
<td></td>
<td></td>
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<tr>
<td>• Demonstrates the funding commitment from project partners</td>
<td></td>
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<tr>
<td>• Uses simple, plain English and real world relatable examples</td>
<td></td>
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<tr>
<td>• Is delivered in a way that reaches different sections of the community (renters, owners, businesses, etc)</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>• Annual awareness campaign targeted at wider community about flood risk and vulnerability</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13 Collaborate on education and communications programs with key stakeholders and community champions including:</td>
<td>July 2019 - October 2019</td>
<td>City of Port Phillip</td>
<td>Linkages to key stakeholders in communications and engagement plans are established and utilised to distribute messaging.</td>
</tr>
<tr>
<td>• Eco Centre</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>• State Emergency Service</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• South East Water</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14 Review form and function of the Community Reference Group including membership, purpose and meeting frequency.</td>
<td>July 2019 - December 2019</td>
<td>Melbourne Water</td>
<td>Community conversations are targeted, timely and provide value for all parties.</td>
</tr>
</tbody>
</table>
**Informed and Well-Prepared Communities**

*The community is informed, actively engaged and understands the challenges of managing flooding in the catchment and what is being done about it.*

<table>
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<tbody>
<tr>
<td>15</td>
<td>Development of a pilot program that provides a tailored approach to flood awareness, education and response (with potential higher levels of services) based on sub catchment flood risk profiles.</td>
<td>July 2019 - June 2020</td>
<td>Melbourne Water</td>
</tr>
</tbody>
</table>
| 16          | Work with Emergency Management Victoria, State Emergency Services, Department of Environment, Land, Water and Planning and the Bureau of Meteorology to improved coordination and response, including:  
- Scenario planning  
- Communications after flood events  
- A mechanism (such as a mobile app) for impacted communities to update flood impacts during and post flood | July 2019 - June 2024 | Melbourne Water | Meeting community expectations for flood response. |
| 17          | Develop an online resource for residents and businesses to find information related to flood risk, how to prepare and what they can do to make their homes more flood resilient. | July 2020 - November 2021 | Melbourne Water | Community has free access to most up to date flood mapping and asset responsibility, ensures that the right agency/organisation is responding to the right question. |
| 18          | Investigate and invest in partnerships with the insurance industry. Advocate to the insurance industry to share information with the community and to reduce insurance premiums for properties that are more resilient to flood impacts. | July 2019 - June 2024 | Kingston City Council | Catchment Community is better informed of their flood risks and the impact flood risk has on insurance. |
MOU

ELSTER CREEK CATCHMENT

Purpose
This Memorandum of Understanding:

- Defines, at a high-level, the drainage problem of concern to communities living, working and visiting within the Elster Creek catchment
- Sets out the core principles to promote collaboration between the four relevant councils and Melbourne Water to find effective evidence-based and innovative solutions to address the catchment’s flooding issues, where possible.
- Seeks to achieve multiple benefits in all flood mitigation outcomes

Parties
The five relevant parties are:
- Melbourne Water
- The City of Bayside
- The City of Glen Eira
- The City of Kingston
- The City of Port Phillip

Problem Statement
Flooding is a function of rainfall runoff exceeding the capacity of underground and surface drainage systems and waterways across the Elster Creek catchment, as well as storm surge and king tides. Climate change and infill development are very likely to exacerbate the frequency and impact of flooding events.

Flooding within Elwood is disproportionate to its area of the catchment. In Glen Eira and Bayside, a large number of properties and dwellings flood during heavy rainfall events. Reducing the impact of increased runoff on flood vulnerable areas requires the Elster Creek catchment to be managed as a whole. All flood retention, detention and conveyance opportunities to reduce flood impact are to be considered irrespective of municipal boundaries.

It is recognised that evidence-based and innovative solutions should consider co-existence of multiple land-uses and multi-functions to achieve optimal community benefit, noting that flood mitigation investment is mutually inclusive with both passive and active recreation.

Previous attempts to adapt the built form of Elwood to flooding have resulted in some positive impacts but the community is eager for greater levels of change.

Flooding has a high social as well as economic cost and there is an opportunity to increase preparedness of residents.

Core Principles
Councils and Melbourne Water are committed to cooperating across municipalities and with water utilities and State departments for the purpose of exploring a whole-of-catchment approach to flooding. Significant secondary benefits are achievable when managing flood impacts. These include improved stormwater quality and river and bay health, improved
biodiversity and habitats, increased liveability and the opportunity for alternative water supply options. Engagement with community members is paramount in developing a common understanding of effective ways to address flooding problems while achieving secondary benefits.

Specifically, the parties will:

1. Be transparent in all interactions and share information with the intent of establishing a shared understanding of the factors influencing the problem.
2. Embed a common community engagement language and process that is constructive and meaningful for community members.
3. Be considerate of each organisation’s respective circumstances, including but not limited to, community interests, commercial imperatives and strategic contexts.
4. Collaborate to identify evidence-based and innovative solutions with a best-for-regional catchment community benefit.
5. Ensure opportunities to build community preparedness are explored and actively pursued.

**Review Period**

It is agreed that this MOU will be current for the duration of the Elster Creek Catchment Flood Management Plan 2019-2024. The MOU may be reviewed at an earlier date but will otherwise be reviewed at the conclusion of this plan.

**Commencement date:** September, 2019

**Signed on behalf of:**

Melbourne Water

Kingston City Council

**Signed on behalf of:**

Bayside City Council

City of Port Phillip

**Signed on behalf of:**

Glen Eira City Council
Elster Creek Catchment Action Plan

2018
Core Principles – Memorandum of Understanding

Outlined in the Memorandum of Understanding is a commitment by Councils within the Elster Creek catchment and Melbourne Water on the governing principles of the group. This extract has been included within this document to provide alignment between the MOU and how the Working Group will work to deliver the Action Plan.

Core Principles

Councils and Melbourne Water are committed to cooperating across municipalities and with water utilities and State departments for the purpose of exploring a whole-of-catchment approach. Engagement with community members is paramount in developing a common understanding of effective ways to address the problem.

Specifically, the parties will:

1. Be transparent in all interactions and share information with the intent of establishing a shared understanding of the factors influencing the problem.

2. Embed a common community engagement language and process that is constructive and meaningful for community members.

3. Be considerate of each organisation’s respective circumstances, including but not limited to, community interests, commercial imperatives and strategic contexts.

4. Collaborate to identify evidence-based and innovative solutions with a best-for-regional catchment community benefit.

5. Ensure opportunities to build community resilience are explored and actively pursued.

This Action Plan is a high level document, with overall deliverables for each action. Each action will be scoped in detail by the Working Group.

Group to monitor progress
Governance Structure

Elster Creek Catchment

Steering Committee
- Comprising CEO and MW with a focus on governance and high-level strategic
- Ad-hoc working group members
- Resolve key issues at catchment and state level to ensure program on track

Program Manager
- Bayside Council
- Developing program plan
- Reporting to Steering Committee
- Working with CEO and other working group members

Working Group
- Members: Billy, Tony, Phillip, John, Hong, Mel

Elster Creek Community Reference Group
- Comprising key community representatives with role to:
  - Provide input into key milestones for the delivery of the action plan
  - Communicate and advocate outcomes on behalf of the Working Group to the wider community

Elsterwick Park

Program Manager
- Bayside Council
- Developing action plan
- Reporting to Steering Committee
- Working with CEO and Working Group to ensure program on track

Working Group
- Members: Bayside, Tony, Phillip, Hong, Mel

Elsterwick Park Community Reference Group
- Comprising key community representatives with role to:
  - Provide input into key milestones for the delivery of the action plan
  - Communicate and advocate outcomes on behalf of the Working Group to the wider community
# Action Plan – 2018

**Theme:** *One catchment, one plan*

*Understanding and responding to flood risk at a catchment scale, further developing community resilience to flooding*

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>End date</th>
<th>Lead Agency</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Catchment view of flood risk</strong></td>
<td>January 2018</td>
<td>July 2018</td>
<td>Melbourne Water <em>Understanding of catchment wide flood risks</em></td>
</tr>
<tr>
<td>1. A Elster Creek catchment wide flood map and flood risk map that includes:</td>
<td></td>
<td></td>
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<tr>
<td>- 1% ARI flood extent and a range of other more frequent flood extents</td>
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<tr>
<td>- Floor level data for all flood affected properties</td>
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<tr>
<td>- Heat map of flood risk</td>
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<td></td>
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</tr>
<tr>
<td><strong>Catchment view of infrastructure projects</strong></td>
<td>May 2018</td>
<td>Bayside City Council</td>
<td>Opportunities to share resources or prioritise projects based on need within the catchment</td>
</tr>
<tr>
<td>2. A single asset investment view across the catchment:</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>- Sharing existing and future planning of IWM and drainage investment projects</td>
<td></td>
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<tr>
<td>- Identification of opportunities to influence projects based on the inclusion of flood risk reduction</td>
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</tr>
<tr>
<td>- Collate previous investment across the catchment</td>
<td></td>
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</tr>
<tr>
<td><strong>Review all options to reduce flood risk</strong></td>
<td>March 2018</td>
<td>Melbourne Water</td>
<td>Options reviewed which may result in localised mitigation works for more frequent flood events</td>
</tr>
<tr>
<td>3. A review of the 2011 GHD Flood Mitigation Study to:</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>a) Identify whether any of the mitigation options previously identified might be beneficial for mitigating higher AEP floods (ie: 10%, 20%)</td>
<td></td>
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</tr>
<tr>
<td>b) Consider whether there are other opportunities, not previously identified that might be appropriate for mitigating higher AEP floods</td>
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<td></td>
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</tr>
<tr>
<td>c) Develop a range of principles for use in open space to focus the scope of studies. The principles will be applied to Elsternwick Park Golf Course redevelopment and Ormond Flood Mitigation Study</td>
<td></td>
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</tr>
</tbody>
</table>

Elster Creek Catchment Action Plan Page 3 Joint Plan
### Action Plan – 2018

**Theme: One catchment, one plan**

*Understanding and responding to flood risk at a catchment scale, further developing community resilience to flooding*

<table>
<thead>
<tr>
<th>Action</th>
<th>Timeframe</th>
<th>Responsible Body</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>d) initiate a distributed storages study specifically for the Lester Creek catchment in two sub catchments – Caulfield Sth Main drain and Moorabbin Main Drain</strong></td>
<td>Sept 2018</td>
<td>Melbourne Water</td>
</tr>
<tr>
<td><strong>4. Investigate modelling and mitigation options recommended by the CRC.</strong></td>
<td>Sept 2018</td>
<td>Melbourne Water</td>
</tr>
</tbody>
</table>
## Action Plan – 2018

### Theme: *One catchment, one plan*
*Understanding and responding to flood risk at a catchment scale, further developing community resilience to flooding*

<table>
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<th>Outcome</th>
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<tbody>
<tr>
<td><strong>Preparedness for flood events</strong></td>
<td></td>
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</tr>
<tr>
<td>5. Elster Creek Catchment flood management plan developed which builds community understanding of flood risk, preparedness and response across the catchment by working with our partners (SES and Council)</td>
<td>Feb 2019</td>
<td>Melbourne Water</td>
<td>Uplift of community resilience in the catchment to be better prepared for flood events</td>
</tr>
<tr>
<td>6. Pilot program developed which provides for a tailored approach to flood awareness, education and response (with potential higher levels of service) based on sub catchment flood risk profiles</td>
<td>Feb 2019</td>
<td>Melbourne Water</td>
<td>Responding to our communities needs for higher levels of service – building resilience and enabling preparedness and recovery uplift</td>
</tr>
<tr>
<td><strong>Post-flood actions</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Work with EMV and VicSES for improved coordination and response, including scenario planning and communications after flood events</td>
<td>June 2018</td>
<td>Melbourne Water</td>
<td>Meeting community expectations for flood response</td>
</tr>
</tbody>
</table>
**Theme: Strategic planning**

*Develop a consistent approach to land use planning across the Elster Creek Catchment which minimises the impacts of urban runoff. Opportunities are sought to further minimise flood risk across the catchment through innovation, research and collaborative partnerships.*

<table>
<thead>
<tr>
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<th>Outcome</th>
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</thead>
<tbody>
<tr>
<td><strong>Planning for the catchment</strong></td>
<td>8. Complete a collective review (scan) of the Catchment’s planning schemes to inform future ‘catchment level’ planning policy, focusing on the reduction in flood risk and adaptability provisions.</td>
<td>February 2018</td>
<td>City of Glen Eira</td>
<td>Consistent Planning provisions across municipalities that minimise urban runoff and flood risk are implemented for the Elster Creek Catchment</td>
</tr>
<tr>
<td></td>
<td>9. Define future planning policy opportunities from a catchment wide perspective (IWM, Rainwater Tanks, impervious %, incentives and Offset Program) leveraging available research programs and partnership opportunities</td>
<td>May 2018</td>
<td>City of Glen Eira</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10. Review outcomes of the Distributed Storages and Melbourne Urbanisation Mapping Projects to ascertain opportunities for further scenario development in the Elster Creek Catchment</td>
<td>March 2018</td>
<td>Melbourne Water</td>
<td></td>
</tr>
<tr>
<td><strong>Collaborating with our partners</strong></td>
<td>11. Develop a plan to engage with stakeholders, the community and councils when commencing modelling and mapping projects (which lead to planning scheme amendments)</td>
<td>July 2019-July 2020</td>
<td>Melbourne Water</td>
<td></td>
</tr>
<tr>
<td><strong>Innovation</strong></td>
<td>12. Develop a plan to share existing or planned technology advancements across the catchment and progress these tools for early community benefits: - Flood warning app - Smart gauges</td>
<td>June 2019</td>
<td>Melbourne Water</td>
<td></td>
</tr>
</tbody>
</table>
**Theme: Informed communities**

*Build community and agency awareness and a shared understanding of flooding in the Elster Creek Catchment*

<table>
<thead>
<tr>
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<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>We communicate with our communities about flooding across the Elster Creek Catchment</td>
<td>13a. Communications approach and plan developed</td>
<td>January 2018</td>
<td>Lead Agency Port Phillip City Council</td>
<td>Consistent and clearly understood communications about Elster Creek Catchment flooding</td>
</tr>
<tr>
<td></td>
<td>13b. Development of ‘a community’ lexicon in relation to flooding. Conversations and communications about flood risk are clearly articulated and shared across the Elster Creek Catchment. Simplifying flood terminology and concepts.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building our understanding, validating what we know</td>
<td>14. Develop a mechanism for impacted communities to update flood impacts during and post flood events using the latest NextGen technologies (ie: livestreaming, photos, drone information)</td>
<td>June 2019</td>
<td>Melbourne Water</td>
<td>Enabling understanding of catchment wide flood impacts affecting the community</td>
</tr>
<tr>
<td>Our engagement is focused</td>
<td>15. Map key stakeholders groups across the Elster Creek Catchment to understand influencers and advocacy opportunities</td>
<td>January 2018</td>
<td>Port Phillip City Council</td>
<td>Information will form a baseline for future activities</td>
</tr>
<tr>
<td></td>
<td>16. Create a Community Reference Group to provide community feedback to the Working Group</td>
<td>February 2018</td>
<td>Port Phillip City Council</td>
<td>Community is actively engaged</td>
</tr>
</tbody>
</table>
Action Plan – 2018
Executive summary

Purpose and background
To present Council with a submission to the Heritage Council in relation to an application to demolish Spurling House, at 38 Black Street Brighton. This property is on the Victorian Heritage Register in addition to being within a Heritage Overlay in the Bayside Planning Scheme (HO78).

The application for demolition was made to Heritage Victoria on 26 October 2016, with Heritage Victoria refusing to grant the application for demolition on 3 February 2017. The applicant has since requested a review of the refusal, and the Heritage Council has appointed a committee to conduct a hearing into the matter in October 2019. Submissions have been invited from Council and the public and must be received by the Heritage Council 24 September 2019.

Key issues

Historical significance
The City of Bayside Heritage Review: Building Citations identifies that the dwelling at 38 Black Street, Brighton has an A grade significance and was recommended for the highest heritage listings.

Spurling House was built in 1888 by John Horbury Hunt, one of the first important North American architects to practice in Australia. The two-storey house is a first in Hunt's series of remarkable Shingle-style houses and is also the only example of his work in Victoria, as he was a Sydney-based architect upon moving to Australia. Shingle-style houses were popular in the United States of America in the 1880s but was not really known in Australia until the 1910s. Spurling House is included in the Victorian Heritage Register as a place of historical and architectural significance at a State level.

Application for works
The building is listed within the Victorian Heritage Register and this requires a permit from Heritage Victoria to change, improve or update the building. Once the matter has been discussed with Heritage Victoria, the owner may lodge an application to Heritage Victoria online. Council is not the decision maker for the applications for Heritage buildings with State level significance but plays a significant interested party role in supporting or opposing these applications.

The proposal to demolish the building comes subsequent to a house fire in the attic that occurred in October 2015. The building was damaged by the fire and by water used to extinguish the fire, and the surviving fabric has been found to be contaminated with mould. In the request for the demolition permit, the applicant reasoned that the condition of the building presents a danger to public safety, and that the building cannot be safely remediated without demolition of the entire building.

Council issued a stop works order at the property following unlawful building works to the property following the fire, which resulted in further destruction of the dwelling.
The history of the site including the series of events, applications and decisions is outlined in Attachment 1. Throughout the process, Council has supported Heritage Victoria in their decision to refuse the demolition and protect the Heritage site.

Council’s Development Services department have visited the site and has agreed with Heritage Victoria that work can be done to restore the damaged Heritage Building. It is obvious that if the works recommended by Heritage Victoria and the owner’s forensic engineering consultant were resolved immediately after the fire, the damage to the dwelling would not have increased. Despite this, Council supports Heritage Victoria’s position that the building may be restored to its original aesthetics and Brighton’s heritage character would be retained.

The Executive Director of Heritage Victoria issued a notice of refusal to grant a permit to demolish for the following reasons:

- The demolition of Spurling House would result in the total and permanent loss of its cultural heritage significance;
- The application fails to demonstrate that structural remediation and remediation of mould contamination are not possible; and
- The structural and mould contamination problems cited in the application as justifying demolition are considered to be attributable in a significant degree to the owner’s failure to implement measures that would have effectively mitigated the extent of such problems. Despite this, remediation is considered to be achievable and should have been explored as the first option.

Review of Refusal

The applicant requested a review of Heritage Victoria’s refusal to demolish Spurling House, and has argued that the decision did not consider the following:

- The cultural significance of Spurling House is contingent on the method of remediation of the health hazards;
- There is no evidence that the building can be remediated without demolition; and
- The bricks and mortar of Spurling House are infected with mould and cannot be remediated in situ.

Next Steps

Council is invited to make a submission to the Hearing by 24 September 2019 with the hearing scheduled for 22 and 23 October 2019. The Heritage Committee will then determine to affirm or vary the decision under review. A report detailing the reasons for the Committee’s final determination will be provided following the hearing.

Recommendation

That Council forward a submission to the Heritage Council in support of Heritage Victoria’s decision to refuse to grant a permit for the demolition of Spurling House at 38 Black Street, Brighton.

Support Attachments

Nil
Considerations and implications of recommendation

Liveable community

Social
The heritage significance of the house contributes to Bayside’s liveability, character and community cohesion. This is consistent with the Bayside community’s desire to see neighbourhoods and amenity protected.

Natural Environment
There are unlikely to be any impacts on the natural environment as a result of the protection, or demolition, of the house.

Built Environment
The house is significant to the built environment, and it’s protection is consistent with the objection of Section 4(1)(d) of the Planning and Environment Act 1987 to “conserve and enhance buildings, areas and other places which are of scientific, aesthetic, architectural or historic interest, or otherwise of special cultural value”. Demolition of the house would be a substantial loss to the built environment of Bayside, and the State.

Customer Service and Community Engagement
Heritage Victoria is the decision maker of the permit to demolish Spurling House, and is to inform Council and the applicant of the process hereon. Council will be afforded an opportunity to make a submission to the committee which was appointed by the Heritage Council. Furthermore, any person wishing to make a submission is able to. The committee will conduct a hearing into the matter and following on from this, will make a determination.

Human Rights
The implications of this process 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
Council has a responsibility for heritage preservation, consistent with the objective located at Section 4(1)(d) of the Planning and Environment Act 1987 to “conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value”.

Finance
Budget and resources to conduct the analysis have been absorbed through Council’s operational Budget.

Links to Council policy and strategy
Supporting the refusal for demolition of the Spurling House will help achieve the aims of the Heritage Action Plan 2017:
- Increase community knowledge, appreciation and awareness of Bayside’s history, historic buildings, places and objects; and

- Support the community, including community groups, to conserve and promote Bayside’s history, heritage places and heritage objects.

Options considered

Option 1

Summary | Make a submission to the Committee.
--- | ---
Benefits | Spurling House is located in the Bayside municipality, making Council a party of interest. By making a submission, it will demonstrate Council's awareness and acknowledgement of the heritage place, and recognise the substantial loss if it was to be demolished. It will also allow Council to ensure that it is advocating on behalf of the retention of heritage assets that are afforded protection with Local and State controls.
Issues | There are no perceived issues with making a submission. Whilst each person participating in the hearing is to bear their own costs, it is not considered that this should be a factor in Council’s decision to attend.

Option 2

Summary | Do not make a submission to the Council and await the final determination of the Committee.
--- | ---
Benefits | Council would not be required to invest time or cost into the advocacy for the protection of Spurling House.
Issues | Council would be relying on the information and investigation undertaken by other involved parties, and would not be voicing an opinion on what is considered to be a matter of local and State significance.
Council may receive some reputational risk if it chooses to stay silent on the protection of the building.
Executive summary

Purpose and background
The purpose of this report is to update Council on the performance of the Statutory Planning department and service improvement initiatives.

Concerns regarding the historical poor performance of Statutory Planning, in comparison to Council Plan targets, resulted in a significant improvement focus in 2016/17. The improvement initiatives initially focused on increasing staff resourcing levels as well as stronger staff engagement to reduce high rates of turn-over. In parallel, there has been a progressively increasing focus on process improvements and digital tools, underpinned by customer journey mapping to identify customer pain points.

The most recent update on Statutory Planning performance was presented to the 21 August 2018 Ordinary meeting of Council. The report highlighted that a backlog of live applications had been significantly reduced and that late in the 2017/18 financial year, the planning application timeframes had improved significantly.

Key issues
Planning application ‘backlog’
There has been strong progress in reducing the backlog of planning applications. The number of ‘live’ planning applications has reduced from approximately 650 in 2015/16, 520 in 2016/17, 380 in 2017/18 and is currently sitting at approximately 330 live applications. The target for live applications is 300-350 and clearing relatively old applications has had the anticipated positive impact on KPIs for the financial year 2018/19.

LGPRF – Statutory Planning current level of service
The LGPRF is a mandatory system of performance reporting for all Victorian councils. It ensures that councils are measuring and reporting on their performance in a consistent way to promote transparency and accountability in the local government sector. Each measure is discussed below.

Timeliness (SP1)
This KPI assesses the median number of days taken between receipt of a planning application and a decision being made. There is a positive trend in this KPI, with the 2016/17 result of 118 median days reducing in 2017/18 to 85 median days. With the reduction in the application backlog, the median processing days has improved to 41 median days for 2018/19.
Service standard (SP2)

The Service standard KPI relates to the % of planning applications determined within the statutory timeframe and the Council Plan includes a target of 70% for 2018/19. This KPI has seen a significant improvement. The Quarter 4 2018/19 performance saw 78% of planning applications decided within the statutory timeframe, with the 2018/19 result being 70% of planning applications decided within the statutory timeframe. This demonstrates resources committed by the Council in 2016 and the service improvement initiatives being implemented (digital platforms, on-line lodgement and new website and informative videos) are contributing to streamlining of processes.

Cost per application (SP3)

Council has a target for 2018/19 that the cost of the service is approximately $2,800 per planning permit application. For 2016/17, the cost of the service was $2,641 per application. In 2017/18, the cost of the service was $2,900 per application. In 2018/19, the cost of the service was $3,089 per application, slightly above the 2017/18 result. While this is at its highest point in 3 years, there have been significant resources used in defending VCAT cases with high levels of public interest. This equates to a cost of approximately $300 per application. It is predicted that this figure will reduce in 2019/20 with less reliance on external representation.
Decision quality of Statutory Planning (SP4)

Council has a target for 2018/19 that 55% of all Planning & Amenity Committee and Delegated Officer decisions should not be set aside by VCAT. The LGPRF measure does not include applications to amend VCAT issued permits (Section 87A applications) or appeals which are withdrawn by the applicant or objector prior to a hearing. As reported at the 16 July 2019 Planning and Amenity Committee meeting, 57% of Council’s decision were affirmed by VCAT, whilst 43% were overturned. This outcome remains consistent with the financial year of 2017/18 which saw 58% of Council’s decisions upheld by VCAT.

Expected performance for 2019/20

Given the ‘backlog’ of live applications has now been fully removed and there are ongoing service improvements, it is expected that the LGPRF performance result for applications decision timeframes will remain high and current Council Plan targets will be achieved.

Further information on improvement initiatives is provided below.

Key actions

As previously reported to Council, key initiatives in 2017/18 included:

- Implementing a digital platform (Trapeze);
- Commencing process mapping of the statutory planning services;
- Implementing a new website, with videos explaining the service;
• Implementing 50% of the digitisation of the end-to-end planning process (on-line lodgement and payments); and
• Completing a consultancy to scope customer journey mapping benefits and priorities.

The main focus in service improvements since then has been in regard to:
• Implementing an on-line lodgement portal for new planning permit applications, resulting in 65% of new planning applications being lodged through this portal. Currently 99% of applications coming to Council are received via a digital channel, with process improvements saving 10,000 processing days;
• Process re-engineering the allocation of planning applications (from weekly to daily allocations);
• Website enhancements (modification to planning register to provide more information);
• TRIM/Authority integration;
• Implementing Key Performance Indicators (KPI’s) reflecting the LGPRF measures across the department performance plans; and
• Completion of the customer journey mapping.

The future focus is primarily on embedding efficiencies across all aspects of the operation, with particular emphasis on:
• Finalising the digital experience, including improving trackability / transparency of information on planning permit applications;
• Finalising the process and procedure of the Community Consultation meeting process, with significant focus on the type and time of meetings and facilitation training for all statutory planners; and
• Finalising the pre-application meeting process with an emphasis on getting the application correct prior to lodgement, allowing officers to spend more time engaging with the community and resolving concerns.

The current delegations framework is considered to provide an appropriate balance between process efficiency and providing the community with opportunities to be heard at Planning and Amenity Committee meetings. Therefore, no changes are proposed. A presentation on delegations and further detail on improvement initiatives will be provided at the briefing.

**Recommendation**

That Council:

1. Note the report and recognises the improvements in the Statutory Planning service outputs.
2. Supports the continued focus of service improvement in 2019/20.
3. Consider the Community Consultation Meeting Process at the September 2019 Council Meeting.

**Support Attachments**

Nil
Considerations and implications of recommendation

Liveable community

Social
Positive benefits for the community are being realised through improved Statutory Planning decisions, which are being achieved through the initiatives described in this report. This includes transparent opportunities for community objections to development proposals.

Natural Environment
Positive benefits are being realised through improved Statutory Planning decisions, as the natural environment implications can be a consideration in the planning scheme.

Built Environment
No adverse implications. The built environment is a key consideration in Statutory Planning and positive benefits will occur through improved decision making.

Customer Service and Community Engagement
A stronger customer experience for applicants and objectors is a key outcome of the current and future initiatives. The initiatives are being driven by insights such as complaints and research.

Human Rights
The implications of this Amendment 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
No adverse implications.

Finance
Increased efficiency resulting from both short and long term improvement activities, such as moving to a digital environment, is expected to realise significant cost savings.

Links to Council policy and strategy
The improvement initiatives assists Council in achieving the following goal of the Council Plan 2017 – 2021 (2019 Review):

- Goal 3: Implement improvements to the service, quality, efficiency and communication of Council’s planning permit assessment service to enable prompt assessment of applications that comply with development controls.
10.15 ANNUAL COMMUNITY GRANTS 2019/20

Environment, Recreation & Infrastructure - Open Space, Recreation & Wellbeing

File No: FOL/19/213 – Doc No: DOC/19/194080

Executive summary

Purpose and background
The purpose of this report is to present the allocation of Council’s 2019/20 Annual Community Grants Program (the Program) following the assessment of applications.

The Program encourages and assists local not-for-profit community organisations to enhance and improve a range of leisure, cultural, community development, environmental, health, educational, recreational, sporting and welfare programs and activities offered to Bayside residents.

Council’s 2019/20 budget includes an allocation of $140,384 to fund the Annual Community Grants Program and applicants may apply for a single grant up to a maximum of $7,500. The allocations are shown in Attachment 1.

Key issues
Promotion of the Annual Community Grants Program
During the 2019/20 Grants Program cycle, promotion of the Program included:

- Email distribution to not-for-profit community groups and organisations;
- Information published on the Bayside website;
- Advertisement in the Bayside Leader;
- Social media posts;
- Media releases issued the week before opening and the week before closing of the application round;
- Flyers distributed to community centres, libraries and senior citizen groups; and
- Information sessions to provide overview of application process and introduce potential applicants to the SmartyGrants system.

In addition, specialised support sessions were made available to assist applicants with limited access to a computer or those people lacking confidence to submit an online application without assistance.

Applications
The Program received 73 applications for 2019/20. The higher application rate may be attributed to the increase of the maximum grant amount from $5,000 to $7,500 following Council’s Grant Policy review 2019.

Assessment of Applications
The applications reflect the diverse populations and interests within the Bayside community and proposes a range of programs and services to strengthen community capacity, increase the overall health and wellbeing of the community, and foster community connectedness across Bayside.

All applicants were required to meet the basic threshold of eligibility and at least one or more aims of the Program. Eligible applications were assessed and prioritised. A point scoring system against criteria in the following categories was utilised:

- Evidence of need;
Alignment with Council’s policies and priorities, particularly the goals and objectives of Wellbeing for All Ages and Abilities Strategy (2017-2021);
- Community involvement and inclusion;
- Equity and access for the community;
- Environmental sustainability; and
- Overall community benefit.

Under this Council endorsed scoring system, applicants can receive up to a total of 68 points. The score attributed to each application is used to prioritise the application for funding.

Assessment and recommendations

A summary of the total number of grants recommended for funding is shown below:

<table>
<thead>
<tr>
<th>Recommendations</th>
<th>No. of applications</th>
<th>Grant funding requested</th>
<th>Recommended funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Community Grants 2019/20</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recommended (Attachment 1)</td>
<td>37</td>
<td>$217,639</td>
<td>$140,384</td>
</tr>
<tr>
<td>Not recommended</td>
<td>29</td>
<td>$134,495</td>
<td>$0</td>
</tr>
<tr>
<td>Ineligible</td>
<td>7</td>
<td>$33,287</td>
<td>$0</td>
</tr>
<tr>
<td>Total</td>
<td>73</td>
<td>$385,421</td>
<td>$140,384</td>
</tr>
</tbody>
</table>

Not recommended applications did not adequately address the assessment criteria. Each year specific feedback is provided to unsuccessful applicants to assist them to strengthen future applications or provide suggestions regarding other appropriate funding programs.

**Recommendation**

That Council allocates the 2019/20 Annual Community Grants recipients as set out in Attachment 1 - Annual Community Grants 2019/20

**Support Attachments**

1. Attachment 1 - Annual Community Grants 2019/20↓
Considerations and implications of recommendation

Liveable community

Social

The Program encourages and assists local not-for-profit community organisations to enhance and improve the range of leisure, cultural, community development, environmental, health, educational, recreational, sporting and welfare programs and activities offered to Bayside residents.

Natural Environment

Environmental considerations are included as part of the assessment process, with applicants contributing to environmental sustainability scoring higher.

Built Environment

Capital works are not considered eligible as part of the Program.

Customer Service and Community Engagement

Individual support and specialised presentations were provided to the community and key groups during the application process.

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

All applicants are assessed for Public Liability Insurance as part of the eligibility assessment. Applicants are charged with the responsibility to ensure the safety of the program applied for, as outlined within Bayside’s Council Grants Policy 2019.

Finance

Council’s 2019/20 budget includes an allocation of $140,384 to fund the Program. The recommended grants (Attachment 1) are within this budget allocation.

Links to Council policy and strategy

The Program is guided by Bayside’s Council Grants Policy 2019 and Grants Guidelines (2019/20). Funding applications are scored against the strength of their alignment with the goals and objectives of the Wellbeing for All Ages and Abilities Strategy (2017-2021).
<table>
<thead>
<tr>
<th>Name of organisation</th>
<th>Project Title</th>
<th>Brief project description</th>
<th>Requested $</th>
<th>Recommended $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Launch Housing</td>
<td>Tenancy Support Program (TSP) Brokerage</td>
<td>Early intervention advocacy and support to social housing tenants whose tenancies are at risk.</td>
<td>$7,500</td>
<td>$7,500</td>
</tr>
<tr>
<td>BayCISs</td>
<td>Family Violence Counselling Pilot Program</td>
<td>Pilot counselling program providing support for individuals affected by family violence identifying the need for ongoing counselling services.</td>
<td>$7,500</td>
<td>$7,500</td>
</tr>
<tr>
<td>Hampton Community Centre</td>
<td>Hampton Urban Food Production</td>
<td>Planting of sustainable vegetable gardens at Hampton Community Centre and at Ludstone St public housing community facility.</td>
<td>$7,500</td>
<td>$7,500</td>
</tr>
<tr>
<td>Highett Neighbourhood Community House</td>
<td>Creating Capable Leaders - Dunkley Estate</td>
<td>Extension on current work at Dunkley Fox Estate, including facilitation of the Creating Capable Leaders resident leadership course.</td>
<td>$7,500</td>
<td>$7,000</td>
</tr>
<tr>
<td>South Metro Junior Football League</td>
<td>Healthy Choices Canteen Pilot Program</td>
<td>Healthy eating pilot program educating canteen volunteers and community members by promoting healthy foods options.</td>
<td>$7,500</td>
<td>$6,500</td>
</tr>
<tr>
<td>Castlefield Community Centre</td>
<td>Unlocking the Potential of Social Prescription in Bayside</td>
<td>Research project to assess the potential of social prescribing by GP’s in alleviating loneliness and isolation in our community.</td>
<td>$7,500</td>
<td>$6,000</td>
</tr>
<tr>
<td>Jack and Jill Kindergarten Beaumaris</td>
<td>Jack and Jill Kindergarten Boon Wurrung Culture and Connection</td>
<td>Workshops to introduce local Indigenous Boon Wurrung history, values and culture to kindergarten children.</td>
<td>$7,180</td>
<td>$5,780</td>
</tr>
<tr>
<td>Boon Wurrung land and sea council</td>
<td>Yaluk-ut weelam talking</td>
<td>Prepare a booklet outlining the history of Boon Wurrung people since sovereignty.</td>
<td>$7,500</td>
<td>$5,380</td>
</tr>
<tr>
<td>RAW - Resilient Aspiring Women</td>
<td>Harmony Garden</td>
<td>Expansion of CALD community garden fostering cross cultural and intergeneration (inter-abled) connection.</td>
<td>$7,500</td>
<td>$5,000</td>
</tr>
<tr>
<td>Firbank All Stars</td>
<td>All Stars - Sport for All</td>
<td>All abilities sporting program for children with a learning need and/or disability</td>
<td>$7,500</td>
<td>$5,000</td>
</tr>
<tr>
<td>Brighton Playroom Inc</td>
<td>Building Belonging at Brighton Playroom</td>
<td>Workshops teaching indigenous storytelling, language, culture to preschool children.</td>
<td>$7,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Rotary Club of Sandringham</td>
<td>L2P learner drive program</td>
<td>Contribution to the purchase of a new vehicle for the L2P learner drive program</td>
<td>$7,500</td>
<td>$5,000</td>
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<tr>
<td>Nagle Kindergarten</td>
<td>Nagle Pre School Yoga &amp; Mindfulness Program</td>
<td>Yoga and mindfulness program to students enhance self-awareness, emotional regulation and resilience</td>
<td>$4,850</td>
<td>$4,850</td>
</tr>
<tr>
<td>Hampton Community Kindergarten</td>
<td>Deliver an Indigenous learning program and create art mural.</td>
<td>Program introducing local aboriginal culture, music and arts and the creation of an Indigenous art mural on a wall in the kindergarten garden.</td>
<td>$4,700</td>
<td>$4,700</td>
</tr>
<tr>
<td>Connect Health and Community</td>
<td>Bluff Rd Engagement Project</td>
<td>Community garden on the Hampton East public housing estate</td>
<td>$7,500</td>
<td>$4,500</td>
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<tr>
<td>Item</td>
<td>Reports by the Organisation</td>
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<td>10.15</td>
<td>Australian Skateboard Federation</td>
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<td></td>
<td>Bayside Learn To Skate/Beaule Bash Skate Contest</td>
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<td></td>
<td>A six week learn to skate program, followed by an inclusive skate competition.</td>
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<td></td>
<td>$4,000</td>
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<td></td>
<td>Humanist Society of Victoria/Secular Spiritual Care Network</td>
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<td></td>
<td>Meaning, Purpose and Connection</td>
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<td></td>
<td>‘Community Companion’ program connecting seniors to activities and opportunities reducing social isolation and loneliness</td>
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<td></td>
<td>$7,500</td>
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<td></td>
<td>Sth Sandringham Scouting Group</td>
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<td></td>
<td>Establish kitchen garden and add Venturers Section</td>
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<td></td>
<td>Establish a kitchen garden to grow produce and enhance current cooking programs.</td>
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<td>$7,500</td>
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<td></td>
<td>Brighton Bayside Men’s Shed Inc.</td>
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<td></td>
<td>Brighton (Bayside) Men’s Shed Consolidation and Volunteer Program</td>
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<td></td>
<td>Final fit out at new premises to assist Bayside Men’s Shed to become an operational Shed and attract new volunteers and members.</td>
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<td></td>
<td>$7,500</td>
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<td></td>
<td>BAYSIDE U3A INC.</td>
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<td>Community Belonging Speaker Programme</td>
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<td></td>
<td>Guest speaker programme held at multiple locations within Bayside to residents wanting occasional involvement in U3A.</td>
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<td></td>
<td>$7,500</td>
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<td></td>
<td>Gordon Street Preschool</td>
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<td></td>
<td>Gordon Street Preschool - from Garden to Plate Program</td>
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<td></td>
<td>Extend existing environmental and sustainability program through the addition of a fortnightly garden-to-plate cooking program.</td>
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<td>$6750</td>
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<td></td>
<td>Neighbourhood Watch Beaumaris</td>
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<td>Community Concerns Forums</td>
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<td></td>
<td>Develop and host four free forums on topics of community concern.</td>
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<td></td>
<td>$7,500</td>
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<td></td>
<td>Bayside Playhouse &amp; Occasional Care</td>
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<td></td>
<td>Sustainability Through Art - Artist in Residence Program</td>
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<td></td>
<td>Pre-school art program to educate and promote sustainable and environmentally responsible concepts and practices.</td>
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<td></td>
<td>$7,000</td>
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<td></td>
<td>Rotary Club Of Beaumaris</td>
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<td></td>
<td>Bayside Men’s Health Forum</td>
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<td></td>
<td>Men’s health forum to provide information and resources to men and women in the Bayside area.</td>
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<td></td>
<td>$5,000</td>
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<td></td>
<td>Hampton Scout Group</td>
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<td></td>
<td>Natural Habitat for Play and Indigenous Cultural Exploration</td>
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<td></td>
<td>Development of a natural habitat play and exploration community space.</td>
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<td></td>
<td>$7,500</td>
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<tr>
<td></td>
<td>Cheltenham Youth Club</td>
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<td></td>
<td>Gym sports for improving the life quality of our over 55 residents</td>
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<td></td>
<td>An all ability outreach fitness program to senior residents of Bayside to increase their physical and mental.</td>
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<td></td>
<td>$4,900</td>
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<td></td>
<td>Culture Connect Chinese Australia Brighton Beach Inc.</td>
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<tr>
<td></td>
<td>Culture Connect Chinese Australia Bayside</td>
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<tr>
<td></td>
<td>Chinese Healthy Living classes that bring cultures together and integrate Chinese seniors though social activities to help them stay active within their new culture.</td>
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<td></td>
<td>$7,500</td>
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<tr>
<td></td>
<td>St Mary’s Preschool</td>
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<tr>
<td></td>
<td>St Mary’s Preschool Indigenous Programme</td>
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<tr>
<td></td>
<td>Indigenous learning program that enables children and families to learn about the indigenous history and culture of Bayside.</td>
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<td></td>
<td>$2,300</td>
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<tr>
<td></td>
<td>St Peters Kindergarten</td>
<td></td>
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<tr>
<td></td>
<td>Body safety and protective behaviours for preschoolers</td>
<td></td>
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<td></td>
<td>Information sessions and resources for preschool children, parents/families and teachers about body safety and protective behaviours.</td>
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<tr>
<td></td>
<td>$2,250</td>
<td></td>
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<tr>
<td>Organisation</td>
<td>Activity Description</td>
<td>Recommended</td>
<td>Contributed</td>
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<tr>
<td>Whitelion</td>
<td>Contribute to funding DARE2B, a free event for young people aiming to prevent disengagement from education.</td>
<td>$7,500</td>
<td>$2,000</td>
<td></td>
</tr>
<tr>
<td>Sandringham Life Activities Club Inc</td>
<td>Extension of current Chair Based &amp; Gentle Exercise program that develops and aids flexibility, strength and coordination.</td>
<td>$1,690</td>
<td>$1,690</td>
<td></td>
</tr>
<tr>
<td>Bay Quilters Inc.</td>
<td>Development and distribution of quilts to victims of sexual abuse, returned servicemen and women who have experienced trauma, and families experiencing life threatening illness.</td>
<td>$3,345</td>
<td>$1,650</td>
<td></td>
</tr>
<tr>
<td>Backpacks 4 VIC Kids Inc.</td>
<td>Development and distribution of 100 My Essentials Packs to children experiencing relocation from or Bayside as requested by DHHS and Out of Home Care Agencies.</td>
<td>$5,000</td>
<td>$1,500</td>
<td></td>
</tr>
<tr>
<td>Highett Bowls Club Inc</td>
<td>Establish Bowling With Babies, an initiative that provides a fitness and social activity for new and expecting parents in Bayside.</td>
<td>$1,920</td>
<td>$855</td>
<td></td>
</tr>
<tr>
<td>Bayside Japan Club</td>
<td>Establish a Japanese Book Group and Japanese storytelling to pre-school centres and primary schools.</td>
<td>$2,835</td>
<td>$740</td>
<td></td>
</tr>
<tr>
<td>Livingston Kindergarten</td>
<td>Create a community herb garden, where the local community and visitors to the centre can come and pick their desired herbs for their own personal use and consumption.</td>
<td>$719</td>
<td>$719</td>
<td></td>
</tr>
<tr>
<td>Brighton Greek Senior Citizens Club</td>
<td>Information session regarding violence and safety in partnership the Greek Federation.</td>
<td>$3,700</td>
<td>$300</td>
<td></td>
</tr>
</tbody>
</table>

**Total Recommended** $140,384
10.16 COUNCIL ACTION AWAITING REPORT

Executive summary

Purpose and background
This report presents to Council a schedule of actions pending for the period to 20 August 2019.

Key issues
This report contains resolutions of Council that require a further report to Council.

Recommendation
That Council notes the Council Action Awaiting Report.

Support Attachments
1. Council Action Awaiting Report to 20 August 2019 ↓
<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></td>
<td>CP&amp;A</td>
<td>In the event that the bus route changes in Bay Road, 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>
</tr>
<tr>
<td>24/05/16</td>
<td>10.7</td>
<td><strong>Childrens' Sensory Garden Investigation</strong></td>
<td>ERI</td>
<td>A future report will be provided to a future Council meeting detailing the implications of including a sensory garden in the planning of the one hectare passive open space in the CSIRO site. The timeline of this report will be subject to the transfer of land (one hectare passive open space) is confirmed and planning can commence.</td>
</tr>
<tr>
<td>24/10/17</td>
<td>10.1</td>
<td><strong>Amendment C151 – Hampton East (Moorabin) Structure Plan</strong></td>
<td>CP&amp;A</td>
<td>The Minister for Planning has approved Amendment C151 in its entirety. The CEO has written to the Minister for Planning seeking further clarification on the circumstances of the approval. A report relating to options for Council will be presented to Council once the approved amendment documents have been released and the implications considered.</td>
</tr>
<tr>
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<tr>
<td>24/10/17</td>
<td>10.16</td>
<td><strong>HMVS Cerberus – Heritage Works Permit Update</strong></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>
</tr>
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<td>That Council:</td>
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<tr>
<td></td>
<td></td>
<td>2. Receives a further report once Heritage Victoria has assessed the permit application for conservation and stabilisation of the HMVS Cerberus.</td>
<td></td>
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</tr>
<tr>
<td>21/8/18</td>
<td>10.3</td>
<td><strong>Integrated Transport Strategy 2013 - Implementation Progress During 2017/18</strong></td>
<td>ERI</td>
<td>A report is included in this Agenda.</td>
</tr>
<tr>
<td>21/8/18</td>
<td>10.4</td>
<td><strong>Bayside Environmental Sustainability Framework 2016-2025 – Annual Progress Report</strong></td>
<td>ERI</td>
<td>A report is included in this Agenda.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. Receives a further report in the first quarter of the 2019/20 financial year detailing progress against targets, the overall success of actions and reviewing issues and risks.</td>
<td></td>
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</tr>
<tr>
<td>21/8/18</td>
<td>10.7</td>
<td><strong>Early Years Infrastructure Plan</strong></td>
<td>C&amp;CE</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 Brighton South Playhouse, once temporary relocations for displaced services undergoing redevelopment works are completed;</td>
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<td></td>
<td>7. receives a further report following a review of the Infrastructure Plan in year five.</td>
<td></td>
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| 21/8/18       | 10.13| **Brighton Secondary College Synthetic Hockey Facility - Management Committee Financial Update**  
That Council receives a further report no later than August 2019 from the Management Committee summarising activities, including the financial position of the Brighton Secondary College Hockey Facility Management Committee. | ERI      | A report is included in this Agenda.                                             |
<p>| 21/8/18       | 10.15| <strong>Statutory Planning - Service, Performance and Delegations</strong>                      | CP&amp;A     | A report is included in this Agenda.                                             |
|               |      | That Council:                                                                     |          |                                                                                  |
|               |      | c) receives a further report in August 2019 on the success of the trial; and      |          |                                                                                  |
| 20/11/18      | 10.6 | <strong>CSIRO - Legal Agreements Update</strong>                                               | Corp     | A report will be submitted to Council following the execution of the Deed of Agreement with the CSIRO. |
|               |      | That Council:                                                                     |          |                                                                                  |
|               |      | Receives a report following the execution of the Deed of Agreement with the CSIRO which outlines the details of the Deed agreement and next steps. |          |                                                                                  |
| 18/12/18      | 10.6 | <strong>Tulip Street Basketball Courts Extension - Project and Funding Update</strong>         | ERI      | A report will be submitted to a future meeting.                                |
|               |      | That Council:                                                                     |          |                                                                                  |
|               |      | 2. Receives a further report at a future meeting detailing State Government grant opportunities and preferred funding model for the Tulip Street Basketball Courts Extension project; |          |                                                                                  |</p>
<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>18/12/18</td>
<td>10.8</td>
<td>Community Engagement Plan for Wilson Reserve and Brighton Recreational Centre Masterplan</td>
<td>ERI</td>
<td>A report will be submitted to Council by June 2020.</td>
</tr>
</tbody>
</table>
|                 |      | That Council:  
<p>|                 |      | 2. Receives a report detailing the outcomes of the community engagement and the draft Masterplan by June 2020. |          | |
| 19/3/19         | 10.3 | Proposal for an Urban Forest Strategy | CP&amp;A     | A report will be submitted to the December 2019 Ordinary Council Meeting. |
|                 |      | 2. Receives a further report at the 17 December 2019 Ordinary Meeting of Council reporting on the outcomes of the case study. |          | |
| 23/4/19         | 10.1 | Response to Petition - To Ban Smoking in and around Ricketts Point Marine Sanctuary | CP&amp;A     | A report will be submitted to a future meeting. |
|                 |      | 2) Receives a progress report on the various stages of developing the Local Law following the completion of the engagement, research and risk assessment process, to determine specific areas proposed to be declared as smoke free. |          | |
| 23/4/19         | 10.3 | Update on Nursery Management and Bushland Maintenance Model | ERI      | A report will be submitted to the September 2019 Ordinary Council Meeting. |
|                 |      | 1. Receives a further report at or before the September 2019 Council meeting on the merits and costs of providing Nursery and/or bushland services via an in-house service delivery model. |          | |
| 23/4/19         | 10.4 | 2019 Bright n Sandy Food and Wine Festival Service Review | ERI      | A report will be submitted to a future meeting, following the 2020 Bright n Sandy Food and Wine Festival. |
|                 |      | 4. Provides a report on an event review following the 2020 Bright n Sandy Food and Wine Festival. |          | |</p>
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<tr>
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<tbody>
<tr>
<td>2/5/19</td>
<td>10.1</td>
<td>CP&amp;A</td>
<td>Bayside Planning Scheme Review 2019</td>
<td>A report will be submitted to a future meeting in the 2019/2020 financial year.</td>
</tr>
<tr>
<td>25/6/19</td>
<td>10.11</td>
<td>CP&amp;A</td>
<td>Mid-Century Modern Heritage Study Preliminary Assessment finalised</td>
<td>CP&amp;A</td>
</tr>
<tr>
<td>25/6/19</td>
<td>10.12</td>
<td>CP&amp;A</td>
<td>3D Modelling Tool</td>
<td>CP&amp;A</td>
</tr>
<tr>
<td>25/6/19</td>
<td>10.14</td>
<td>CP&amp;A</td>
<td>Neighbourhood Activity Centre Building Height Review (Amendment C126)</td>
<td>CP&amp;A</td>
</tr>
<tr>
<td>25/6/19</td>
<td>10.15</td>
<td>CP&amp;A</td>
<td>Housing Strategy Review Engagement Update</td>
<td>CP&amp;A</td>
</tr>
<tr>
<td>25/6/19</td>
<td>10.17</td>
<td>ERI</td>
<td>Bayside Tennis Strategy</td>
<td>ERI</td>
</tr>
<tr>
<td>DATE OF MEETING</td>
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</table>
| 25/6/19         | 10.20  | **Parking Technology, Church Street Major Activity Centre - Engagement Findings**
3. Receives a report at a Council meeting at least 6 months after the signs and smartphone application are active on:
   - the evaluation of the introduction of in-ground vehicle detection sensors in the Church Street Major Activity Centre; and
   - 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. | ERI      | A report will be submitted to a future meeting.                                                                                                             |

| 25/6/19         | 10.21  | **Carbon Neutrality Action Plan 2018-2020 Update**

*From the 20/3/18 Meeting:*
3. Reports on progress of the Carbon Neutrality Action Plan 2018-2020 at a Council meeting in the first half of 2019, including the feasibility of battery technologies for power storage. | ERI      | A report is included in this Agenda.                                                                                                                         |
11. Reports by Delegates

1. Association of Bayside Municipalities – Cr Laurence Evans
2. MAV Environment Committee – Director Environment, Recreation & Infrastructure
3. Metropolitan Transport Forum – Director Environment, Recreation & Infrastructure
4. Municipal Association of Victoria – Cr Alex del Porto
5. Inner South Metropolitan Mayors’ Forum – The Mayor Cr Michael Heffernan
6. Metropolitan Local Government Waste Forum – Cr Clarke Martin

12. Urgent Business
13. Notices of Motion

13.1 NOTICE OF MOTION NO: 285 - GRENVILLE STREET RAILWAY PEDESTRIAN CROSSING

Corporate Services - Governance
File No: PSF/19/960 – Doc No: DOC/19/216904

I hereby give notice that I intend to move at the Ordinary Council Meeting to be held on 20 August 2019 at 7pm at the Council Chambers, Civic Centre, Boxshall Street, Brighton the following Notice of Motion:

Motion

“That Council writes to the Minister for Transport to urgently take action to improve the safety at the Grenville Street pedestrian railway crossing by installing pedestrian gates and appropriate signage to warn pedestrians of approaching trains.”

Cr James Long BM JP

Support Attachments

Nil
14. Confidential Business

That pursuant to Section 89(2) of the Local Government Act 1989, the Council resolves that so much of this meeting be closed to members of the public, as it involves Council consideration of matters coming within some or all of the following categories listed in Section 89(2) of such Act.

(a) Personnel matters;
(b) The personal hardship of any resident or ratepayers;
(c) Industrial matters;
(d) Contractual matters;
(e) Proposed developments;
(f) Legal advice;
(g) Matters affecting the security of Council property;
(h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
(i) A resolution to close the meeting to members of the public.

14.1 MINUTES OF THE CHIEF EXECUTIVE OFFICER’S EMPLOYMENT MATTERS COMMITTEE HELD ON 22 JULY 2019
(LGA 1989 Section 89(2)(a) and (d) personnel matters and contractual matters.)

As Chief Executive Officer, I hereby declare that the contents of this agenda relating to the closed meeting of the ordinary meeting of Council are deemed confidential and accordingly members of Council are reminded that the contents of the agenda are not to be disclosed to any other party.

Mick Cummins

Chief Executive Officer