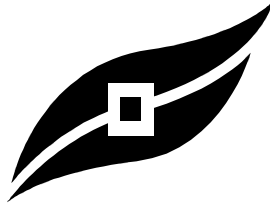


# MINUTES



**MANNINGHAM**  
BALANCE OF CITY AND COUNTRY

## Ordinary Meeting of the Council

**MEETING DETAILS:**

MEETING NO: 2  
MEETING DATE: 01 March 2016  
TIME: 7:00 PM  
LOCATION: Council Chamber  
699 Doncaster Road, Doncaster

# MINUTES

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**MANNINGHAM CITY COUNCIL**  
**MINUTES OF THE ORDINARY COUNCIL MEETING**  
**HELD AT COUNCIL CHAMBER**  
**ON**  
**01 MARCH 2016**

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The meeting commenced at 7:00 PM.

Present: Councillor Jennifer Yang (Mayor)  
Councillor Dot Haynes (Deputy Mayor)  
Councillor Meg Downie  
Councillor Sophy Galbally  
Councillor Geoff Gough  
Councillor Jim Grivokostopoulos  
Councillor Michelle Kleinert  
Councillor Paul McLeish  
Councillor Stephen O'Brien

Officers Present: Acting Chief Executive Officer, Mr Chris Potter  
Director Assets & Engineering, Mr Leigh Harrison  
Acting Director Community Programs, Mr Malcolm Foard  
Director Planning & Environment, Ms Teresa Dominik  
Director Shared Services, Mr Philip Lee  
Acting Manager Strategic Governance – Ms Jill Colson

**1. OPENING PRAYER & STATEMENTS OF ACKNOWLEDGMENT**

The Mayor read the Opening Prayer & Statements of Acknowledgement.

**2. APOLOGIES**

There were no Apologies for this meeting.

**3. PRIOR NOTIFICATION OF CONFLICTS OF INTEREST**

The Chairman invited Councillors to disclose any conflict of interest in any item listed on the Council Agenda.

There were no disclosures made.

**4. CONFIRMATION OF MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 2 FEBRUARY 2016**

**MOVED: DOWNIE  
SECONDED: McLEISH**

**That the Minutes of the Ordinary Meeting of Council held on 2 February 2016 be confirmed.**

**CARRIED**

**5. VERBAL QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**6. PRESENTATIONS**

There were no presentations.

**7. PETITIONS**

**7.1 Petition Car Parking in Chippewa Avenue, Donvale**

**MOVED: DOWNIE  
SECONDED: McLEISH**

**That the petition received from eighty-one (81) residents in or near Chippewa Avenue, Donvale concerned about the on-street car parking by tenants and occupants of multi-housing sites in Chippewa Avenue which is considered to be dangerous and a restriction to access by emergency vehicles, be received and referred to the appropriate Officer for consideration.**

**CARRIED**

**8. ADMISSION OF URGENT BUSINESS**

**8.1 Appointment of Chief Executive Officer**

**MOVED: GRIVOKOSTOPOULOS  
SECONDED: KLEINERT**

**That Council admits for consideration at item 18, the following confidential item: Appointment of Chief Executive Officer.**

**CARRIED**

\* \* \* \* \*

## 9. PLANNING PERMIT APPLICATIONS

### 9.1 Planning Application PL15/025355 - 160 Bulleen Road Bulleen - Alterations and Additions to a Secondary School

Responsible Director: Director Planning & Environment

File No. PL15/025355

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

**Land:** 160 Bulleen Road, Bulleen  
**Zone** Special Use Zone, Schedule 1  
**Applicant:** Tract Consultants  
**Ward:** Heide  
**Melway Reference:** 32 E10  
**Time to consider:** 12 February 2016

#### SUMMARY

*It is proposed to carry out building and works for alterations and additions to an existing secondary school (Marcellin College).*

*The development includes an extension to the eastern side of the Hermitage Building, alterations to the Marist House building and construction of a car park at the location of two existing tennis courts. The changes provide for a better educational experience for students. Staff and student numbers are not expected to significantly increase from current levels.*

*The application was advertised and eight (8) objections were received.*

*Grounds mainly relate to visual bulk, vegetation removal, noise, flooding and storm water runoff and the location and use of the car park.*

*It is considered that the application is an appropriate development for the existing secondary school. The proposal has achieved a satisfactory level of compliance with State and Local Planning Policy Frameworks and provides improved facilities for staff and students at Marcellin College.*

*The extension to the Hermitage Building is set back between 9.8 metres and 29.8 metres from the eastern boundary. The proposed car park will be limited to the use by staff only.*

*Melbourne Water has no objections to the proposal having considered Amendment C109 and the drainage plans provided by the applicant. VicRoads and Public Transport Victoria also have no objections.*

*It is recommended that the application be supported subject to a number of conditions.*

## 1 BACKGROUND

- 1.1 The Marcellin College campus at 160 Bulleen Road is located at the south-western corner of the municipality, on the eastern side of Bulleen Road and the north-western side of Sandra Street.
- 1.2 The irregularly shaped site covers an area of approximately 14 hectares.
- 1.3 Easements up to 3.05 metres in width run adjacent to the northern and eastern boundaries.
- 1.4 The school buildings are limited to an elevated area on the eastern portion of the site, with open courtyards, car parks and accessways amongst the buildings. The Hermitage Building is a three-storey building located on the eastern end of the site, set back approximately 16 metres from the eastern boundary. The Marist House building is located at the south-eastern corner of the site, set back approximately 45 metres from the eastern boundary and 18 metres from the southern boundary.
- 1.5 Two tennis courts are located adjacent to the west of the Marist House building and adjacent to two neighbouring properties at 18 and 19 Ben Nevis Grove.
- 1.6 The western portion of the site consists of sports grounds and car parks.
- 1.7 Primary access to the site is from Bulleen Road to the west. A secondary access point is provided from Sandra Street, at the south-eastern corner of the site.
- 1.8 Trees are mostly planted adjacent to the site boundaries and scattered around the school buildings and sports grounds.
- 1.9 Marcellin College currently has a school population of 1355 students and 174 staff members. The school projects that these numbers will remain fairly stable in the foreseeable future.
- 1.10 Car parking within the school is provided around school buildings and the sports oval on the south-western part of the site. There are a total of 208 car parking spaces.
- 1.11 An on-site student drop off and pick up area is provided to the west of the school buildings and accessed via Bulleen Road.
- 1.12 The site is adjacent to a residential area to the south and east. It has an abuttal with twenty-five (25) properties, which can be summarised as follows:

Direction	Address	Description
North	162-168 Bulleen Road	The Trinity College Sports Grounds are located to the north and cover an area of approximately 24.2 hectares.
East	23 Sandra Street, 41-61 Stanley Street	Stanley Reserve and ten (10) residential properties adjoin the site to the east. The residential properties are each developed with a single dwelling that mostly orient towards the east, with the rear secluded private open space areas located adjacent to the site.

Direction	Address	Description
South	1-11 Thompsons Road, 11-21 Ben Nevis Grove, 11 Sandra Street	The western portion of the site's southern boundary adjoins the Manningham Club.  The central and eastern portion of the site's southern boundary adjoins twelve (12) residential properties, each developed with a single dwelling with the rear secluded private open spaces located adjacent to the site.

## 2 PROPOSAL

- 2.1 The proposal is for buildings and works for an extension to the Hermitage building, alterations to the Marist House building and construction of a new car park.

### Hermitage Building

- 2.2 It is proposed to refurbish the existing building and construct an extension on the eastern side. A central atrium space is proposed within the area between the existing building and proposed extension.
- 2.3 The existing building has an inflexible floor plan with 26 small classrooms that do not provide the flexibility required for modern teaching, as well as staff and administration areas. The refurbished and extended building provides for 26 new classrooms, 5 science labs together with other staff and informal meeting spaces.
- 2.4 The extension maintains the three-storey form of the building and has a maximum height of 13.09 metres, which is 2 metres above the height of the existing building. The maximum height is located above the central atrium space, with a pitched roof that slopes down towards the eastern end of the extension.
- 2.5 The northern end of the extension is set back 9.8 metres from the eastern boundary. The southern end of the extension is set back 29.8 metres from the eastern boundary due to the orientation of the building.
- 2.6 The building is proposed to be constructed with a mixture of concrete block, concrete and compressed fibre cement. Metal cladding with a variation of colours are also used.
- 2.7 The net increase in gross floor area and the use of each floor level of the refurbished building and new space can be summarised as follows:

Floor level	Net increase in gross floor area	Summary of uses in the refurbished and new space
Ground Floor	852m <sup>2</sup>	Entry foyer, 5 science laboratories, 2 general purpose classrooms, central atrium with amphitheatre, student lounges, lockers and common room, staff rooms and offices
First Floor	907m <sup>2</sup>	12 general purpose classrooms, one open classroom area, three locker / breakout areas, staff lounge and offices



Floor level	Net increase in gross floor area	Summary of uses in the refurbished and new space
Second Floor	764m <sup>2</sup>	12 general purpose classrooms, three locker / breakout areas, staff offices

- 2.8 Thirteen trees within the area to the east of the building are proposed to be removed. The arboricultural report submitted with the application concludes that the trees were introduced specimens planted for amenity purposes by the school. A conceptual landscaping plan shows 10 new native trees and 8 new feature ornamental trees to be planted to the east and south of the extension.

#### Marist House

- 2.9 This building currently consists of 3 general purpose classrooms, a flat, a uniform shop and staff areas.
- 2.10 It is proposed to renovate the building and remove the classrooms, in order to create a new reception area and staff offices for the principal and senior staff members.
- 2.11 External changes to this building are limited to the replacement of glazing and removing some of the doors.

#### Car park

- 2.12 A new car park is proposed to be constructed within the two tennis courts to the west of Marist House and adjacent to the southern boundary.
- 2.13 The car park provides 48 car parking spaces for staff, to replace the 32 car parking spaces removed as a result of the Hermitage Building extension.
- 2.14 Two trees are proposed to be removed to create vehicle accessways for the car park.
- 2.15 Trees are proposed to be planted adjacent to the southern boundary and within a median strip in the centre of the car park.
- 2.16 The car park is accessed from an internal accessway within the site. There are no changes to external access arrangements.

### 3 PRIORITY/TIMING

- 3.1 The statutory time for considering a planning application is 60 days. Allowing for the time taken to advertise the application, the statutory time lapsed on 12 February 2016.

### 4 RELEVANT LEGISLATION

#### Manningham Planning Scheme

- 4.1 The Planning and Environment Act 1987 is the relevant legislation governing planning in Victoria. The Act identifies subordinate legislation in the form of Planning Schemes to guide future land use and development.
- 4.2 Section 60 of the Act outlines what matters a Responsible Authority must consider in the determination of an application. The Responsible Authority is required to consider:
- the relevant planning scheme; and
  - the objectives of planning in Victoria; and

- all objections and other submissions which it has received and which have not been withdrawn; and
  - any decision and comments of a referral authority which it has received; and
  - any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development.
- 4.3 The site is predominantly included in the Special Use Zone, Schedule 1 under the provisions of the Manningham Planning Scheme. A small portion of the school grounds fronting Sandra Street (which were previously residential properties) is included in the General Residential Zone, Schedule 1.
- 4.4 The north-western portion of the site, which mainly consists of sporting grounds, is covered by the Land Subject to Inundation Overlay.
- 4.5 Under proposed Amendment C109 to the Manningham Planning Scheme, a Land Subject to Inundation Overlay will apply to a new portion of land around the Hermitage building. The amendment cannot be considered a seriously entertained planning proposal at this stage. However, Council's Engineers and Melbourne Water have utilised the latest flood mapping in generating a response. Neither Council's Engineers or Melbourne Water object to the proposal (refer to the Referrals section of this report).
- 4.6 A Planning Permit is required for buildings and works under the Special Use Overlay, Schedule 1.

**Title**

- 4.7 No restrictive covenants apply to the site.
- 4.8 The site is covered by a Section 173 Agreement, which requires that no major building extensions be carried out within an area developed for tennis courts north of the main school buildings. This will not be breached by the proposal, given the proposed development occurs within the area of the main school buildings.

## **5 MANNINGHAM PLANNING SCHEME**

### **State Planning Policy Framework**

- 5.1 Clause 15.01-1 Urban Design
- The policy seeks to "create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity".
- 5.2 Clause 15.02 Sustainable development
- This policy seeks to "encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions."
- 5.3 Clause 18.02-5 Car parking
- This policy seeks to "ensure an adequate supply of car parking that is appropriately designed and located."
- 5.4 Clause 19.02-2 Education facilities

This policy seeks to “assist the integration of education facilities with local and regional communities.”

### **Local Planning Policy Framework**

Clause 21.10 Ecologically sustainable development

- 5.5 This policy seeks to support and encourage developments using ESD principles, including energy conservation, water conservation, protecting human health, protecting and enhancing the built, natural and cultural environments.

Clause 21.14 Community health and well-being

- 5.6 The relevant objectives of this policy seek to provide quality educational institutions for the community. It is policy that buildings and public spaces are designed to provide a high standard of amenity, convenience, accessibility and safety.

Clause 22.08 Safety through Urban Design

- 5.7 The relevant objective of this policy is to provide and maintain a safer physical environment for those who live in, work in or visit the City of Manningham.

Clause 22.09 Access for disabled people policy

- 5.8 This policy seeks to “facilitate the integration of people with a disability into the community” and to “ensure that people with a disability have the same level of access to buildings, services and facilities as any other person.”

### **Zone**

#### **Clause 37.01 Special Use Zone, Schedule1**

- 5.9 The purpose of this schedule to the zone is:
- To provide for land in private ownership to be used and developed as an education centre, golf course or sports ground.
  - To ensure that the development of these facilities takes place in an orderly and proper manner and does not cause a loss of amenity to the surrounding neighbourhood.
- 5.10 The use of the land for an Education Centre does not require a permit.
- 5.11 A planning permit is required to construct a building or construct or carry out works.
- 5.12 The decision guidelines for an application to construct a building or construct or carry out works are:
- The interface with adjoining land, especially the relationship with residential areas.
  - The location and type of access to the site.
  - The provision for car parking.
  - The appearance and bulk of buildings having regard to the adjoining land, especially the relationship with residential areas.

- The provision of land for landscaping and beautification.
- The movement of pedestrians and cyclists and vehicles providing for supplies, waste removal, emergency services and public transport.
- Loading and service areas.
- The effect of the proposed buildings and works on the amenity of the neighbourhood, including the effects of noise, lighting, overshadowing and privacy

### **Overlays**

#### **Clause 44.04 Land Subject to Inundation Overlay**

5.13 The purpose of this overlay is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To identify land in a flood storage or flood fringe area affected by the 1 in 100 year flood or any other area determined by the floodplain management authority.
- To ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, is compatible with the flood hazard and local drainage conditions and will not cause any significant rise in flood level or flow velocity.
- To reflect any declaration under Division 4 of Part 10 of the Water Act, 1989 where a declaration has been made.
- To protect water quality in accordance with the provisions of relevant State Environment Protection Policies, particularly in accordance with Clauses 33 and 35 of the State Environment Protection Policy (Waters of Victoria).
- To ensure that development maintains or improves river and wetland health, waterway protection and flood plain health.

5.14 A planning permit is required to construct a building or construct or carry out works. An application must be referred to Melbourne Water for comment.

### **Particular Provisions**

#### **Clause 52.06 Car Parking**

5.15 The relevant objectives of this Clause are:

- To ensure the provision of an appropriate number of car spaces having regard to the activities on the land and the nature of the locality.
- To ensure that the design and location of car parking areas:
  - Does not adversely affect the amenity of the locality, in particular the amenity of pedestrians and other road users.
  - Achieves a high standard of urban design.

- Creates a safe environment for users, particularly at night.
  - Enables easy and efficient use.
  - Protects the role and function of nearby roads.
  - Facilitates the use of public transport and the movement and delivery of goods.
- 5.16 Clause 52.06-5 specifies a statutory car parking requirement for a Secondary School at 1.2 spaces to each employee that is part of the maximum number of employees on the site at any one time.
- 5.17 The school has 174 staff members, which suggest that should the school be built from scratch today, 208 car parking spaces are required to be provided.
- 5.18 However, the application seeks to modernise teaching facilities rather than increase the number of teachers and students. Given there are no new teachers, no additional car parking is required.

**Clause 52.17 Native Vegetation**

- 5.19 This clause covers the removal of native vegetation within the site. No permit is required for native vegetation that has been planted for aesthetic or amenity purposes.

**General Provisions**

**Clause 65 Decision Guidelines**

- 5.20 This clause applies to all application and requires the following considerations:
- The matters set out in Section 60 of the Act.
  - The orderly planning of the area.
  - The effect on the amenity of the area.
  - The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.

**6 ASSESSMENT**

- 6.1 The key assessment criteria for this application are the decision guidelines in the Special Use Zone, Schedule 1.
- 6.2 The assessment is based on the separate components of the proposal and uses the headings of Hermitage Building, Marist House and Car Park.

**Hermitage Building**

- 6.3 It is considered that the proposed building extension is set back sufficiently from the eastern boundary (a minimum of 9.8 metres) to reduce its visual and amenity impacts to the neighbouring properties to the east.
- 6.4 The proposed height of the extension is considered to be acceptable, as it is only two metres higher than the existing building. The highest point is also limited to the area above the central atrium space and away from the eastern end of the extension. Further, the southern section of the building is cut into the slope of the land and presents as a two-storey built form to the east.

- 6.5 The refurbishment and extension is a high quality, architecturally designed building with considerable visual interest provided through a range of building materials (such as metal cladding, compressed fibre cement and glazing), the use of angular forms, articulation and the cantilevered roof. This reduces the sense of visual bulk to the neighbouring properties to the east.
- 6.6 The neighbouring properties to the east are further protected by the retention of some existing trees along the eastern boundary, which provide screening and soften the appearance of the built form. Trees are also proposed to be planted within this setback to complement the existing trees and provide further screening. A permit condition will require a landscaping plan to provide further details of the location, quantity and species of planting and other landscape treatments (refer Condition 7).
- 6.7 The submitted shadow diagrams indicate that shadows cast by the extension at the Equinox do not affect the neighbouring properties.

**Marist House**

- 6.8 As the external alterations to Marist House only involve the replacement of glazing and removal of some of the doors, it is considered that there will not be any visual or amenity impacts from this component of the development.

**Car Park**

- 6.9 As the application seeks to modernise teaching facilities rather than increase the number of teachers and students, the required addition to car parking is zero.
- 6.10 The school will provide a total of 224 car parking spaces, which equates to a net increase of 16 spaces. Based on the requirement in Clause 52.06 of the Manningham Planning Scheme, the provision of 224 car parking spaces allows up to 186 employees to be working at the school at any one time (currently 174), should the school be built from scratch.
- 6.11 The location of the proposed car park is considered reasonable given its proximity to the main school buildings, including the Hermitage Building and Marist House.
- 6.12 The car park is proposed to be used by school staff only, which will reduce the number of movements to and from the car park and the associated off-site amenity impacts such as noise.
- 6.13 The car park is set back at least 2 metres from the site boundary, which allows for the provision of screen planting to the two neighbouring residential properties. The planting will act as a buffer to reduce off-site amenity impacts such as noise. The screen planting will be reinforced by a permit condition (refer Condition 7.8).
- 6.14 It is noted that the dimensions of the car parking spaces fall short of the design standards in Clause 52.06-8 of the Manningham Planning Scheme. However, they are considered to be acceptable given it is a private car park that will only be used routinely by staff members. The dimensions also comply with the relevant Australian Standards according to Council's Engineers.
- 6.15 A permit condition will require the car park to be appropriately surfaced, drained, constructed and line marked to Council's satisfaction (refer Condition 16).

- 6.16 A permit condition will require location of lighting within the car park to be provided and designed so as not to affect the neighbouring properties (refer Condition 1.4).

## 7 CONSULTATION

- 7.1 The application was advertised and eight (8) objections were received. Details are as follows:

<b>Affected properties</b>
61 Stanley Street, Bulleen
14 Ben Nevis Grove, Bulleen
15 Ben Nevis Grove, Bulleen
16 Ben Nevis Grove, Bulleen
17 Ben Nevis Grove, Bulleen
18 Ben Nevis Grove, Bulleen
19 Ben Nevis Grove, Bulleen
18 Sandra Street, Bulleen

### Summary of Grounds:

- 7.2 The following is a summary of the grounds of objection:
- Visual bulk of the building extension
  - Vegetation removal and loss of screening
  - Increased noise due to reduced setback of the extension
  - Increased flooding and storm water runoff
  - Inappropriate location of the car park, amenity impacts including noise, exhaust fumes, use outside school hours, removal of existing fencing and security
  - Increased traffic to the already congested Sandra Street, request that U-turns be banned and parents not to pick up and drop off on the street
  - Construction vehicles not to use Sandra Street
  - The school has an excessive number of students
- 7.3 A response to each of the grounds raised is provided as follows:
- Visual bulk
- 7.4 It is considered that the building is set back sufficiently from the eastern boundary and its southern portion is cut into the slope of the land to reduce its visual impact to the neighbouring properties to the east.
- 7.5 Whilst acknowledging that the proposal is not residential, the side setback standard in Clause 55.04-1 of the Manningham Planning Scheme is used as a guide. Based on the eastern wall height of 11.1 metres, the building would be required to be set back 6.2 metres from the eastern boundary. The proposed minimum setback of 9.8 metres under this proposal is therefore considered to be appropriate in this context.
- 7.6 Views of the proposed extension from the east will be softened by existing and proposed vegetation.

- 7.7 The sense of visual bulk will also be reduced by the use of various materials and finishes in a modulated build comprising high levels of articulation on the eastern façade.

Vegetation removal

- 7.8 The number of trees proposed to be removed (13 in total) has been minimised to those affected by the proposed building footprint. At least 10 trees to the east of the proposed building extension are retained. They will be complemented by at least 10 new trees and landscaping.

Increased noise from the extension

- 7.9 Although the proposed building extension will be closer to the eastern boundary, it is considered that there will not be significantly increased noise impacts given it mainly consists of enclosed classrooms.

- 7.10 The main outdoor activity areas used by students will remain within the area to the west of the Hermitage building, away from the neighbouring properties to the east.

Increased flooding and storm water runoff

- 7.11 The potential for flooding and increased storm water runoff has been assessed by Melbourne Water and Council's Engineering and Technical Services Unit. They have no objections subject to the drainage configuration be constructed generally in accordance with the layout shown in submitted drainage and grading detail layout plans (Project 27834-MEL-C, Drawing C010 and Revision C; Stormwater Pit Schedule Project 27834-MEL-C Drawing C011, Revision B). This will be required by a permit condition (refer Condition 12).

Car park location and amenity impacts

- 7.12 The location of the proposed car park is considered to be reasonable given it is located within close proximity of the main school buildings. A 2 metre landscape buffer between the car park and the neighbouring properties will reduce amenity impacts such as noise and exhaust fumes.

- 7.13 As the car park is proposed to be used by staff only, the amount of noise generated will be limited given there will not be a constant flow of traffic in and out of the car park during the day. It is proposed to install a barrier to restrict access outside school hours to further reduce any noise impacts to neighbouring properties. A permit condition will require the details of the barrier to be provided (refer Condition 1.2).

- 7.14 The existing paling fence between the proposed car park and the neighbouring properties will be retained to limit disruption to establish gardens and the view of the neighbouring properties. A new boundary fence is proposed to be constructed adjacent to the existing fence to further address the safety and privacy concerns of neighbouring residents. A permit condition will require this fence to be at least 2 metres in height (refer Condition 1.1).

- 7.15 It is considered that the proposed car park will not unreasonably increase the security risk of neighbouring residents, as the school has existing security measures in place and access to the site is restricted at night.

Traffic on Sandra Street



- 7.16 As the number of car parking spaces within the site and the number of staff and students will not significantly increase, it is considered that there will not be any significant increase in traffic to and from the school via Sandra Street.
- 7.17 It is noted that the school provides its primary and on-site pick up and drop off facilities via Bulleen Road. The school has always had a frontage to Sandra Street and Council is unable to restrict parents from using Sandra Street through this application.
- 7.18 The existing level of traffic and the number of drivers making U-turns on Sandra Street cannot be addressed as part of this application. It is suggested that Council's Engineering and Technical Services Unit be contacted by residents if it continues to be problematic, to review the traffic and parking arrangement on Sandra Street

Construction vehicles not to use Sandra Street

- 7.19 A permit condition will require the submission of a construction management plan (CMP). The CMP will specifically require all traffic associated with the construction to avoid using and parking on Sandra Street unless for exceptional circumstances with specific permission given by Council (refer Condition 6).

Excessive number of students

- 7.20 The number of students is not proposed to be altered as a result of this proposal. As the use of the land for an Education Centre does not require planning permission, no limits can be set on the number of students.

#### **External Referrals**

- 7.21 VicRoads and Public Transport Victoria have no objections to the proposal.
- 7.22 Melbourne Water has indicated that they do not object to the proposal, subject to pollution and sediment laden runoff not being discharged directly or indirectly into Melbourne Water's drains and waterways.
- 7.23 Melbourne Water also advises that they have considered the latest flood mapping and that the drainage configuration be constructed generally in accordance with the layout shown in submitted drainage and grading detail layout plans (Project 27834-MEL-C, Drawing C010 and Revision C; Stormwater Pit Schedule Project 27834-MEL-C Drawing C011, Revision B.)

#### **Internal Referrals**

- 7.24 The application was also referred to a number of Council Service units. The following table summarises the responses:

<b>Services Unit</b>	<b>Comments</b>
Engineering and Technical Services (Drainage)	All runoff is to be directed to the point of discharge.
Engineering and Technical Services (Access)	The finished levels of the accessway and proposed car park are required.  Sight triangles provided at the entry and exit of the proposed car park. Vegetation within these areas to be no higher than 900mm.
Engineering and Technical	Sufficient car parking spaces need to be

Services Unit	Comments
Services (Car parking)	provided as per Clause 52.06 of the Manningham Planning Scheme.  End car parking spaces provided with an additional width of 300mm.  Car parking spaces comply with the Australian Standard. It is recommended that parking spaces comply with dimensions in Clause 52.06-8 of the Manningham Planning Scheme.
Engineering and Technical Services (Construction Management)	A construction management plan is required.
Engineering and Technical Services (Waste)	Waste collection must continue to be undertaken by a private contractor within the site.
Strategic Sustainability Planner	A Sustainability Statement incorporating a BESS report needs to be submitted.

- 7.25 A permit condition will require the finished levels of the accessways and proposed car park to be shown and a sustainability statement and construction management plan be submitted (refer Conditions 1.3, 3 and 6).
- 7.26 A sufficient number of car parking spaces have been provided as per Clause 52.06 of the Manningham Planning Scheme.
- 7.27 The layout and design of the propose car park is considered acceptable given it is a private car park that will only be used by staff members and the dimensions comply with the relevant Australian Standards. Furthermore, a number of car parking spaces would be lost should the car park be brought to comply with Clause 52.06 of the Manningham Planning Scheme. Therefore, no changes will be required to the car park.

## 8 CONCLUSION

- 8.1 It is considered appropriate to support the application as it has achieved a satisfactory level of compliance with State and Local Planning Policy Frameworks and the objectives and decision guidelines of the Special Use Zone, Schedule 1.

## RECOMMENDATION

That having considered all objections A NOTICE OF DECISION TO GRANT A PERMIT be issued in relation to Planning Application No. PL15/025355 for the development of No. 160 Bulleen Road Bulleen (Plan of Consolidation 351514W Vol 08606 Fol 025 and Vol 08866 Vol 603) for the purpose of buildings and works for alterations and additions to the existing secondary school and for no other purpose in accordance with the endorsed plan and subject to the following conditions-

Amended Plans

1. Before the use and development starts, two copies of amended plans drawn to scale and dimensioned, must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will then form part of the permit. The plans must be generally in accordance with the submitted plans (drawn by Cox Architecture, dated 23 October 2015 and by Tract Consultants, dated 2 November 2015) but modified to show:
  - 1.1. The location and height of a new fence between the proposed car park and the existing boundary fence, with a height of at least 2 metres;
  - 1.2. The location and design details of a barrier that restricts access to the proposed car park;
  - 1.3. The finished levels of the proposed car park and accessways and the location of any retaining walls;
  - 1.4. The location of lighting within the proposed car park, designed so as not to affect the neighbouring properties.

#### Endorsed Plans

2. The development as shown on the approved plan must not be altered without the written consent of the Responsible Authority.

#### Sustainability Statement

3. Before the development starts or the issue of a building permit for the development, whichever is sooner, two copies of a sustainability statement in the form of a BESS report must be submitted to and approved by the Responsible Authority. The statement must demonstrate how the proposed development responds to the sustainability requirements and any sustainability initiatives proposed.
4. The recommendations of the approved statement pursuant to Condition 3 of this permit must be incorporated into the design and layout of the development and must be implemented to the satisfaction of the Responsible Authority before the occupation of the proposed building extension.
5. Prior to the occupation of the proposed building extension approved under this permit, a report from the author of the sustainability statement, approved pursuant to his permit, or similar qualified person or company, must be submitted to the Responsible Authority. The report must be to the satisfaction of the Responsible Authority and must confirm that all measures in the sustainability statement have been implemented in accordance with the approved plans.

#### Construction Management Plan

6. Before the development starts, two copies of a Construction Management Plan must be submitted to and approved by the Responsible Authority. When approved, the Plan will form part of the planning permit. The Plan must address, but not be limited to the following:
  - 6.1. A liaison officer for contact by residents and the Responsible Authority in the event of relevant queries or problems experienced;
  - 6.2. Access to the construction site and all traffic associated with construction activities not to use Sandra Street unless for exceptional circumstances with specific permission from Council;

- 6.3. How construction activities and traffic will be managed during school times to reduce safety risks to school staff, students, parents and visitors;
- 6.4. How construction activities will be managed to avoid peak school traffic times, i.e. school start and finish times;
- 6.5. Hours of construction;
- 6.6. Delivery and unloading points and expected frequency;
- 6.7. On-site facilities for vehicle washing;
- 6.8. Asset protection procedures for any public footpaths;
- 6.9. On-site facilities for vehicle washing;
- 6.10. The location of parking and site facilities for construction workers;
- 6.11. Measures to minimise the impact of construction vehicles arriving at and departing from the land;
- 6.12. Methods to contain dust, dirt and mud within the site, and the method and frequency of clean up procedures;
- 6.13. The measures for prevention of the unintended movement of building waste and other hazardous materials and pollutants on or off the site, whether by air, water or other means;
- 6.14. An outline of requests to occupy the front nature strip and any anticipated disruptions to local services;
- 6.15. Measures to minimise the amount of waste construction materials;
- 6.16. Measures to minimise noise and other amenity impacts from mechanical equipment/construction activities, especially outside of daytime hours;
- 6.17. Adequate environmental awareness training for all on-site contractors and sub-contractors.

#### Landscape Plan

7. Before the development starts, an amended landscaping plan must be submitted to the Responsible Authority for approval. Such plan must cover the area directly to the east and south of the proposed building extension and the areas around the proposed car park and show:
  - 7.1. Any details as relevant or directed by any other condition of this permit;
  - 7.2. Existing vegetation to be retained or removed;
  - 7.3. Location, species and number of proposed plantings;
  - 7.4. A planting schedule detailing species, numbers of plants, approximate height, spread of proposed planting and planting/pot size;
  - 7.5. Surface treatments;
  - 7.6. Details of site and soil preparation, mulching and maintenance;
  - 7.7. A minimum of ten (10) canopy trees within the setback of the proposed building extension to the eastern boundary;
  - 7.8. Screen planting between the proposed car park and the site boundary, to be at a minimum height of 1.5 metres at the time of planting with a minimum mature height of at least 3 metres.

8. Landscaping works as shown on the approved plans must be completed to the satisfaction of the Responsible Authority prior to the occupation of the proposed building extension, and then maintained to the satisfaction of the Responsible Authority.

Vegetation

9. No vegetation, apart from that shown on the approved plan as vegetation to be removed, may be felled, destroyed or lopped without the written consent of the Responsible Authority.

Drainage

10. Stormwater must not be discharged from the subject land other than by means of drainage to the legal point of discharge. The drainage system within the development must be designed and constructed to the requirements and satisfaction of the relevant Building Surveyor. A connection to Council maintained assets must not be constructed unless a Miscellaneous Works Permit is first obtained from the Responsible Authority.

11. The whole of the land, including landscaped and paved areas must be graded and drained to the satisfaction of the responsible authority, to prevent ponding and to minimise overland flows onto adjoining properties.

12. The drainage configuration must be constructed generally in accordance with the layout shown in the drainage and grading layout plans submitted to Melbourne Water (Project 27834-MEL-C, Drawing C010, Revision C; Stormwater Pit Schedule Project 27834-MEL-C, Drawing C011, Revision B), to the satisfaction of the Responsible Authority.

Melbourne Water condition

13. Pollution and sediment laden runoff shall not be discharged directly or indirectly into Melbourne Water's drains or waterways.

Maintenance

14. Buildings, paved areas, drainage, landscaping and all external areas must be maintained to the satisfaction of the Responsible Authority.

Fencing

15. Before the use of the proposed car park, all fencing must be erected and maintained to the satisfaction of the Responsible Authority.

Car Parking

16. Before the approved use or occupation of the approved development starts, the area set aside for the parking of vehicles and access lanes as shown on the approved plan must be:

16.1. Constructed, formed and sealed to approved levels;

16.2. Drained;

16.3. Line marked to indicate each car space;

16.4. Marked to show the direction of traffic along access lanes and driveways;

16.5. Provided with appropriate signage

to the satisfaction of the Responsible Authority.

17. Parking areas and access lanes must be kept available for these purposes at all times and must be maintained to the satisfaction of the Responsible Authority.
18. The proposed car park must be designated to be used by school staff and employees only to the satisfaction of the Responsible Authority.

Expiry

19. This permit will expire if one of the following circumstances apply:
  - 19.1. The development is not started within two (2) years of the date of this permit; and
  - 19.2. The development is not completed within four (4) years of the date of this permit.

The Responsible Authority may extend the periods referred to if a request is made in writing by the owner or occupier either before the permit expires or in accordance with Section 69 of the *Planning & Environment Act 1987*.

#### PERMIT NOTES

Under Section 69 of the *Planning and Environment Act 1987* the owner or occupier of the land may apply to extend a permit either:

- before it expires; or
- within 6 months of the expiry if the permit has not been acted on; or
- within 12 months of the expiry of the permit if the development was started lawfully before the permit expired.

The Responsible Authority (Statutory Planning Unit) must be advised when all construction and works (including landscaping) are fully completed to enable the site to be inspected for compliance with the approved permit and plans.

#### Alternative Motion

- (A) **That having considered all objections A NOTICE OF DECISION TO GRANT A PERMIT be issued in relation to Planning Application No. PL15/025355 for the development of No. 160 Bulleen Road Bulleen (Plan of Consolidation 351514W Vol 08606 Fol 025 and Vol 08866 Vol 603) for the purpose of buildings and works for alterations and additions to the existing secondary school and for no other purpose in accordance with the endorsed plan and subject to the following conditions-**

##### **Amended Plans**

1. **Before the use and development starts, two copies of amended plans drawn to scale and dimensioned, must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will then form part of the permit. The plans must be generally in accordance with the submitted plans (drawn by Cox Architecture, dated 23 October 2015 and by Tract Consultants, dated 2 November 2015) but modified to show:**

- 1.1. **The location, height and material details of a new fence on the southern boundary of the site commencing at the rear of the proposed car park adjacent to No. 19 Ben Nevis Grove and extending west to the rear of No. 14 Ben Nevis Grove, with a height of at least 2 metres adjacent to No. 19 Ben Nevis Grove, and 3 metres adjacent to No. 18 – No. 14 Ben Nevis Grove. The fence is not to be a standard paling fence;**
- 1.2. **The location and design details of a barrier that restricts access to the proposed car park;**
- 1.3. **The finished levels of the proposed car park and accessways and the location of any retaining walls;**
- 1.4. **The location of lighting within the proposed car park, designed so as not to affect the neighbouring properties.**

#### **Endorsed Plans**

2. **The development as shown on the approved plan must not be altered without the written consent of the Responsible Authority.**

#### **Sustainability Statement**

3. **Before the development starts or the issue of a building permit for the development, whichever is sooner, two copies of a sustainability statement in the form of a BESS report must be submitted to and approved by the Responsible Authority. The statement must demonstrate how the proposed development responds to the sustainability requirements and any sustainability initiatives proposed.**
4. **The recommendations of the approved statement pursuant to Condition 3 of this permit must be incorporated into the design and layout of the development and must be implemented to the satisfaction of the Responsible Authority before the occupation of the proposed building extension.**
5. **Prior to the occupation of the proposed building extension approved under this permit, a report from the author of the sustainability statement, approved pursuant to his permit, or similar qualified person or company, must be submitted to the Responsible Authority. The report must be to the satisfaction of the Responsible Authority and must confirm that all measures in the sustainability statement have been implemented in accordance with the approved plans.**

#### **Construction Management Plan**

6. **Before the development starts, two copies of a Construction Management Plan must be submitted to and approved by the Responsible Authority. When approved, the Plan will form part of the planning permit. The Plan must address, but not be limited to the following:**
  - 6.1. **A liaison officer for contact by residents and the Responsible Authority in the event of relevant queries or problems experienced;**
  - 6.2. **Access to the construction site and all traffic associated with construction activities should minimise the use of Sandra Street where possible, with the College taking reasonable measures to**

**minimise the impact of construction traffic to surrounding residential streets;**

- 6.3. How construction activities and traffic will be managed during school times to reduce safety risks to school staff, students, parents and visitors;
- 6.4. How construction activities will be managed to avoid peak school traffic times, i.e. school start and finish times;
- 6.5. Hours of construction;
- 6.6. Delivery and unloading points and expected frequency;
- 6.7. On-site facilities for vehicle washing;
- 6.8. Asset protection procedures for any public footpaths;
- 6.9. On-site facilities for vehicle washing with appropriate management of runoff;
- 6.10. The location of parking and site facilities for construction workers;
- 6.11. Measures to minimise the impact of construction vehicles arriving at and departing from the land;
- 6.12. Methods to contain dust, dirt and mud within the site, and the method and frequency of clean up procedures;
- 6.13. The measures for prevention of the unintended movement of building waste and other hazardous materials and pollutants on or off the site, whether by air, water or other means;
- 6.14. An outline of requests to occupy the front nature strip and any anticipated disruptions to local services;
- 6.15. Measures to minimise the amount of waste construction materials;
- 6.16. Measures to minimise noise and other amenity impacts from mechanical equipment/construction activities, especially outside of daytime hours;
- 6.17. Adequate environmental awareness training for all on-site contractors and sub-contractors.

**Landscape Plan**

7. Before the development starts, an amended landscaping plan must be submitted to the Responsible Authority for approval. Such plan must cover the area directly to the east and south of the proposed building extension and the areas around the proposed car park and show:
  - 7.1. Any details as relevant or directed by any other condition of this permit;
  - 7.2. Existing vegetation to be retained or removed;
  - 7.3. Location, species and number of proposed plantings;
  - 7.4. A planting schedule detailing species, numbers of plants, approximate height, spread of proposed planting and planting/pot size;
  - 7.5. Surface treatments;



- 7.6. Details of site and soil preparation, mulching and maintenance;
- 7.7. A minimum of ten (10) canopy trees within the setback of the proposed building extension to the eastern boundary;
- 7.8. Screen planting between the proposed car park and the site boundary, to be at a minimum height of 1.5 metres at the time of planting with a minimum mature height of at least 3 metres;
- 7.9. Additional screening trees and bushes on the southern boundary adjacent to the new fencing required by Condition 1.1 of this permit.

- 8. Landscaping works as shown on the approved plans must be completed to the satisfaction of the Responsible Authority prior to the occupation of the proposed building extension, and then maintained to the satisfaction of the Responsible Authority.

#### Vegetation

- 9. No vegetation, apart from that shown on the approved plan as vegetation to be removed, may be felled, destroyed or lopped without the written consent of the Responsible Authority.

#### Drainage

- 10. Stormwater must not be discharged from the subject land other than by means of drainage to the legal point of discharge. The drainage system within the development must be designed and constructed to the requirements and satisfaction of the relevant Building Surveyor. A connection to Council maintained assets must not be constructed unless a Miscellaneous Works Permit is first obtained from the Responsible Authority.
- 11. The whole of the land, including landscaped and paved areas must be graded and drained to the satisfaction of the responsible authority, to prevent ponding and to minimise overland flows onto adjoining properties.
- 12. The drainage configuration must be constructed generally in accordance with the layout shown in the drainage and grading layout plans submitted to Melbourne Water (Project 27834-MEL-C, Drawing C010, Revision C; Stormwater Pit Schedule Project 27834-MEL-C, Drawing C011, Revision B), to the satisfaction of the Responsible Authority.

#### Melbourne Water condition

- 13. Pollution and sediment laden runoff shall not be discharged directly or indirectly into Melbourne Water's drains or waterways.

#### Maintenance

- 14. Buildings, paved areas, drainage, landscaping and all external areas must be maintained to the satisfaction of the Responsible Authority.

#### Fencing

- 15. Before the use of the proposed car park, all fencing must be erected and maintained to the satisfaction of the Responsible Authority.

#### Car Parking

16. Before the approved use or occupation of the approved development starts, the area set aside for the parking of vehicles and access lanes as shown on the approved plan must be:
  - 16.1. Constructed, formed and sealed to approved levels;
  - 16.2. Drained;
  - 16.3. Line marked to indicate each car space;
  - 16.4. Marked to show the direction of traffic along access lanes and driveways;
  - 16.5. Provided with appropriate signage  
to the satisfaction of the Responsible Authority.
17. Parking areas and access lanes must be kept available for these purposes at all times and must be maintained to the satisfaction of the Responsible Authority.
18. The proposed car park must be designated to be used by school staff and employees only to the satisfaction of the Responsible Authority.  
Expiry
19. This permit will expire if one of the following circumstances apply:
  - 19.1. The development is not started within two (2) years of the date of this permit; and
  - 19.2. The development is not completed within four (4) years of the date of this permit.

The Responsible Authority may extend the periods referred to if a request is made in writing by the owner or occupier either before the permit expires or in accordance with Section 69 of the *Planning & Environment Act 1987*.

#### PERMIT NOTES

Under Section 69 of the *Planning and Environment Act 1987* the owner or occupier of the land may apply to extend a permit either:

- before it expires; or
- within 6 months of the expiry if the permit has not been acted on; or
- within 12 months of the expiry of the permit if the development was started lawfully before the permit expired.

The Responsible Authority (Statutory Planning Unit) must be advised when all construction and works (including landscaping) are fully completed to enable the site to be inspected for compliance with the approved permit and plans.

(B) That Council notes the written agreement dated 26 February 2016 entered into by residents from Ben Nevis Grove and Marcellin College that provides for-

1. The material of the fencing required by Condition 1.1 will be agreed between the residents and Marcellin College to provide an acoustic

**barrier as far as practicable and within a reasonable cost but not a standard paling fence. The College will meet the full cost of the fencing and will not seek any contribution to the cost from the residents.**

2. **The species of the additional screening trees and bushes on the southern boundary adjacent to the new fencing required by Condition 7.9 will be agreed with the residents adjacent to the southern boundary of the site. The College will meet the full cost of the trees and will not seek any contribution to the cost from the residents.**

**MOVED: GOUGH  
SECONDED: GRIVOKOSTOPOULOS**

**That the Alternative Motion be adopted.**

**CARRIED**

\* \* \* \* \*



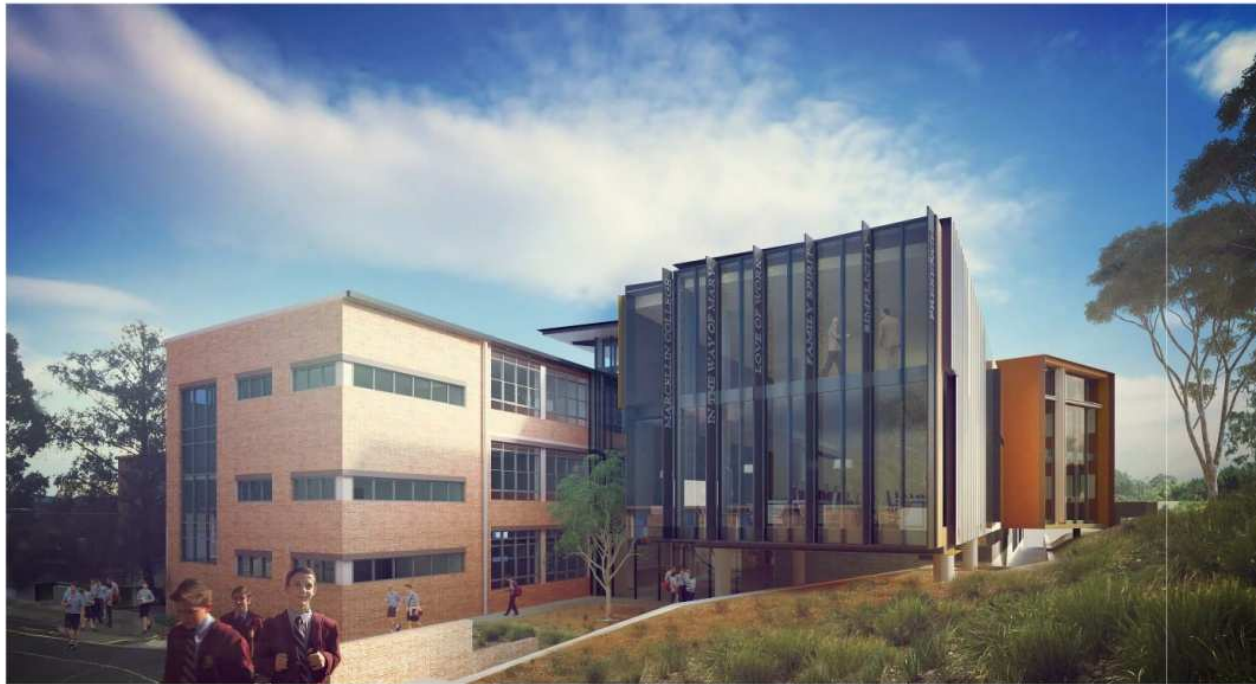
# HERMITAGE PROJECT

315011.00

Marcellin College  
160 Bulleen Road  
Bulleen, VIC 3105

DRAWING LIST		
SHEET No.	SHEET NAME	SCALE
TP-01-00	COVER SHEET - DRAWING INDEX	NA
TP-11-01	SITE PLAN - EXISTING	1:500
TP-11-02	SITE PLAN - PROPOSED	1:500
TP-15-01	GROUND FLOOR DEMOLITION PLAN	1:250
TP-15-02	FIRST FLOOR DEMOLITION PLAN	1:250
TP-15-03	SECOND FLOOR DEMOLITION PLAN	1:250
TP-15-04	ROOF DEMOLITION PLAN	1:250
TP-21-01	GROUND FLOOR PLAN	1:250
TP-21-02	FIRST FLOOR PLAN	1:250
TP-21-03	SECOND FLOOR PLAN	1:250
TP-23-02	UPPER ROOF PLAN	1:250

DRAWING LIST		
SHEET No.	SHEET NAME	SCALE
TP-30-01	ELEVATIONS	1:250
TP-30-02	ELEVATIONS	
TP-30-03	MATERIALS	
TP-40-01	CROSS SECTIONS	1:250
TP-40-02	LONG SECTION	1:250
TP-96-01	DEVELOPMENT SUMMARY	
TP-96-02	SHADOW DIAGRAMS	
TP-99-01	EXTERNAL PERSPECTIVES 1	NA
TP-99-02	EXTERNAL PERSPECTIVES 2	



The Hermitage Project  
TOWN PLANNING ISSUE  
**COVER SHEET - DRAWING INDEX**

Date: 08/02/2016  
Revision: C TOWN PLANNING ISSUE  
Drawing Number: 315011.00  
Project Number: 315011.00  
Project Address: Marcellin College  
160 Bulleen Road  
Bulleen, VIC 3105

Scale: @ A2

COX Architecture  
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info@coxarch.com.au  
www.coxarchitecture.com.au





EXISTING PHOTOS



VIEW 1



VIEW 2



VIEW 3



VIEW 4

SITE PLAN  
SCALE: 1:500



The Hermitage Project  
TOWN PLANNING ISSUE  
SITE PLAN - EXISTING

Date: 10/04/2014  
Revision: 02 TOWN PLANNING ISSUE  
Drawing Number: TP-11-01  
Project Number: 100011-01  
Project Address: Marcellus College  
250 Sullivan Road  
Bathurst, VIC 3746

Scale: 1:500 @ A2



SCALE IN METRES  
SCALE 1:500



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SITE PLAN  
SCALE 1:500



The Hermitage Project  
TOWN PLANNING ISSUE  
SITE PLAN - PROPOSED

Date: 29/09/15  
Revision: C TOWN PLANNING ISSUE  
Drawing Number: TP-11-02  
Project Number: 310011-00  
Project Address: The Hermitage Campus  
150 Marcellin Road  
Bathurst, VIC 3080

Scale: 1:500 @ A2



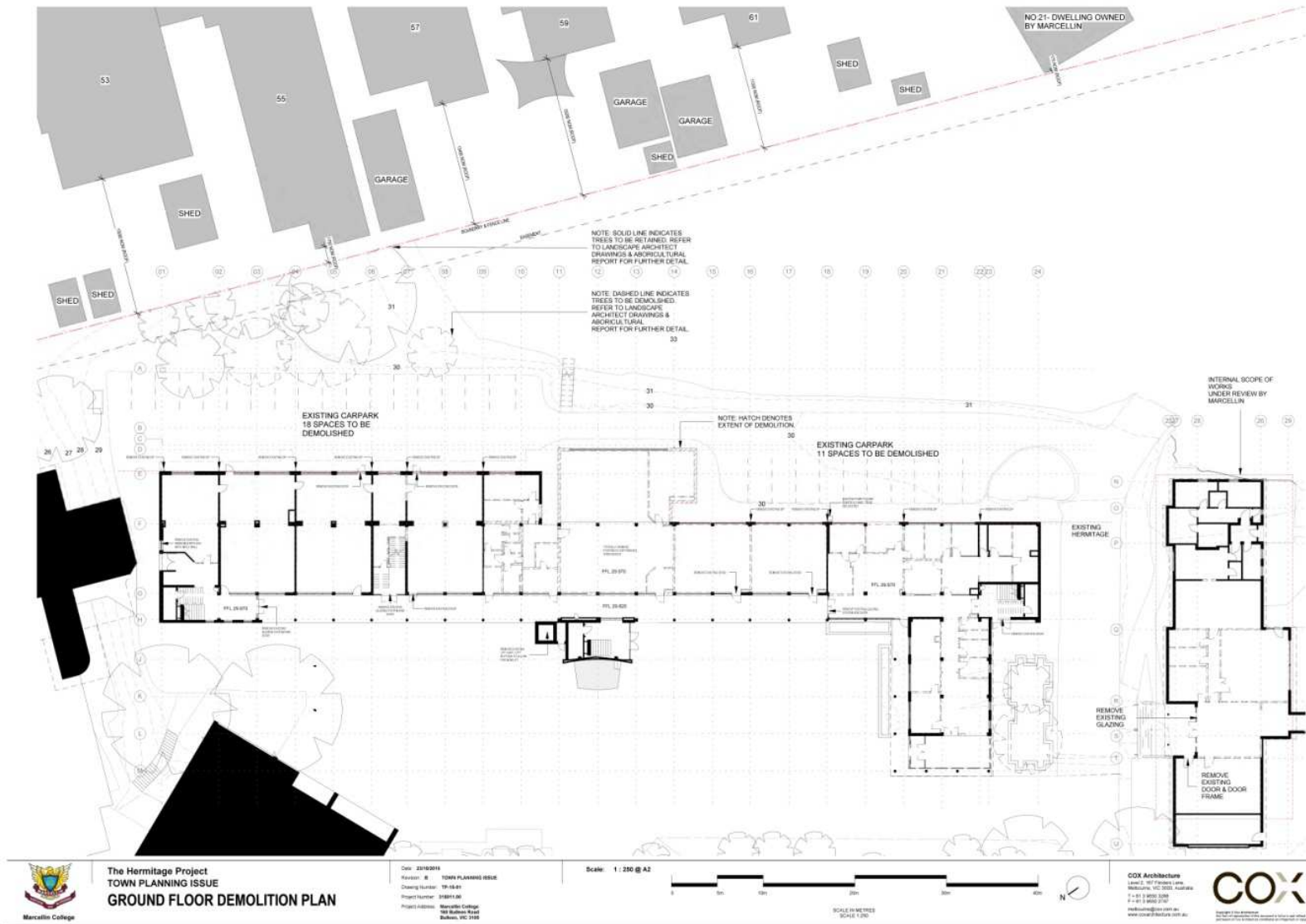
SCALE IN METRES  
SCALE 1:500



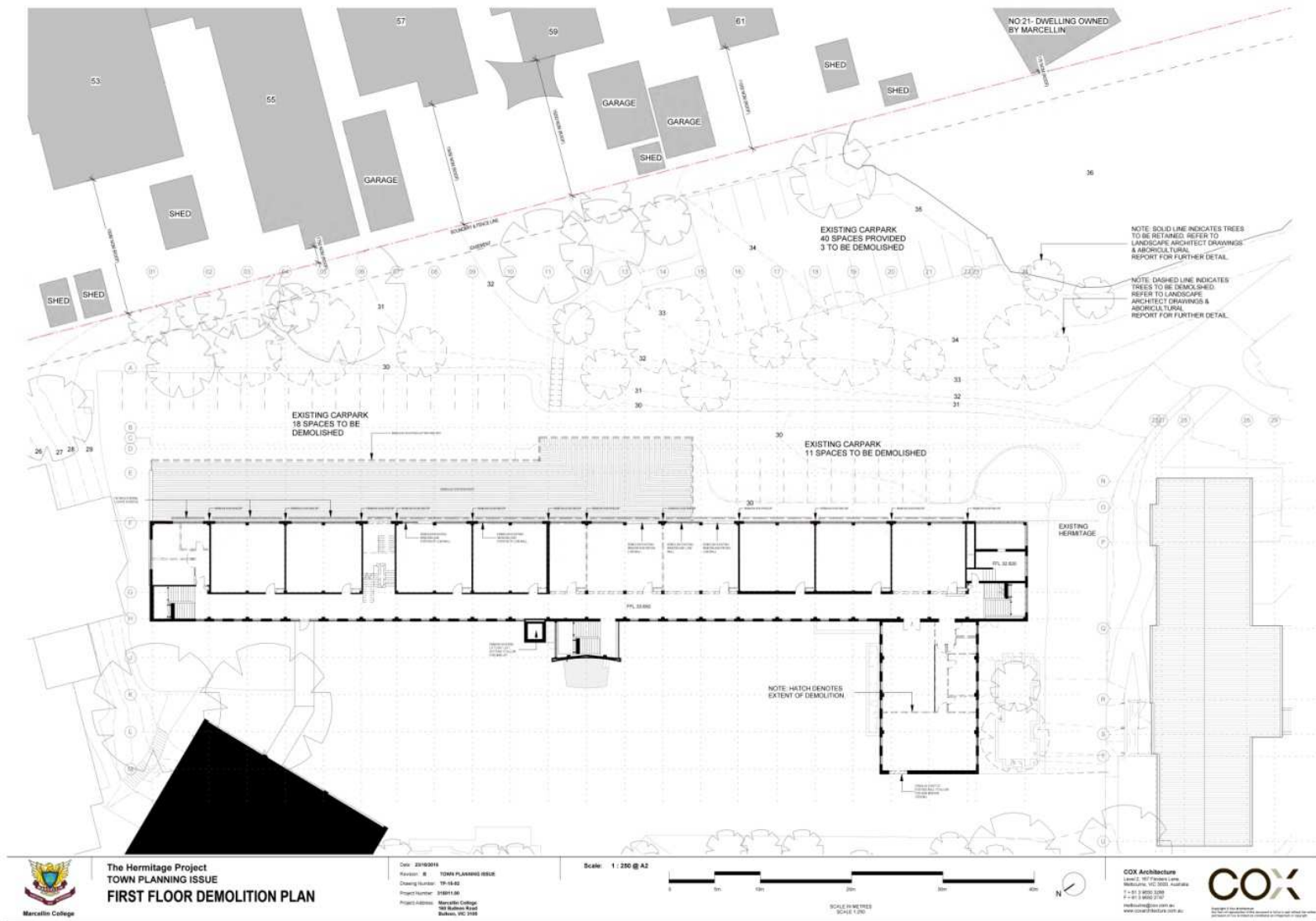
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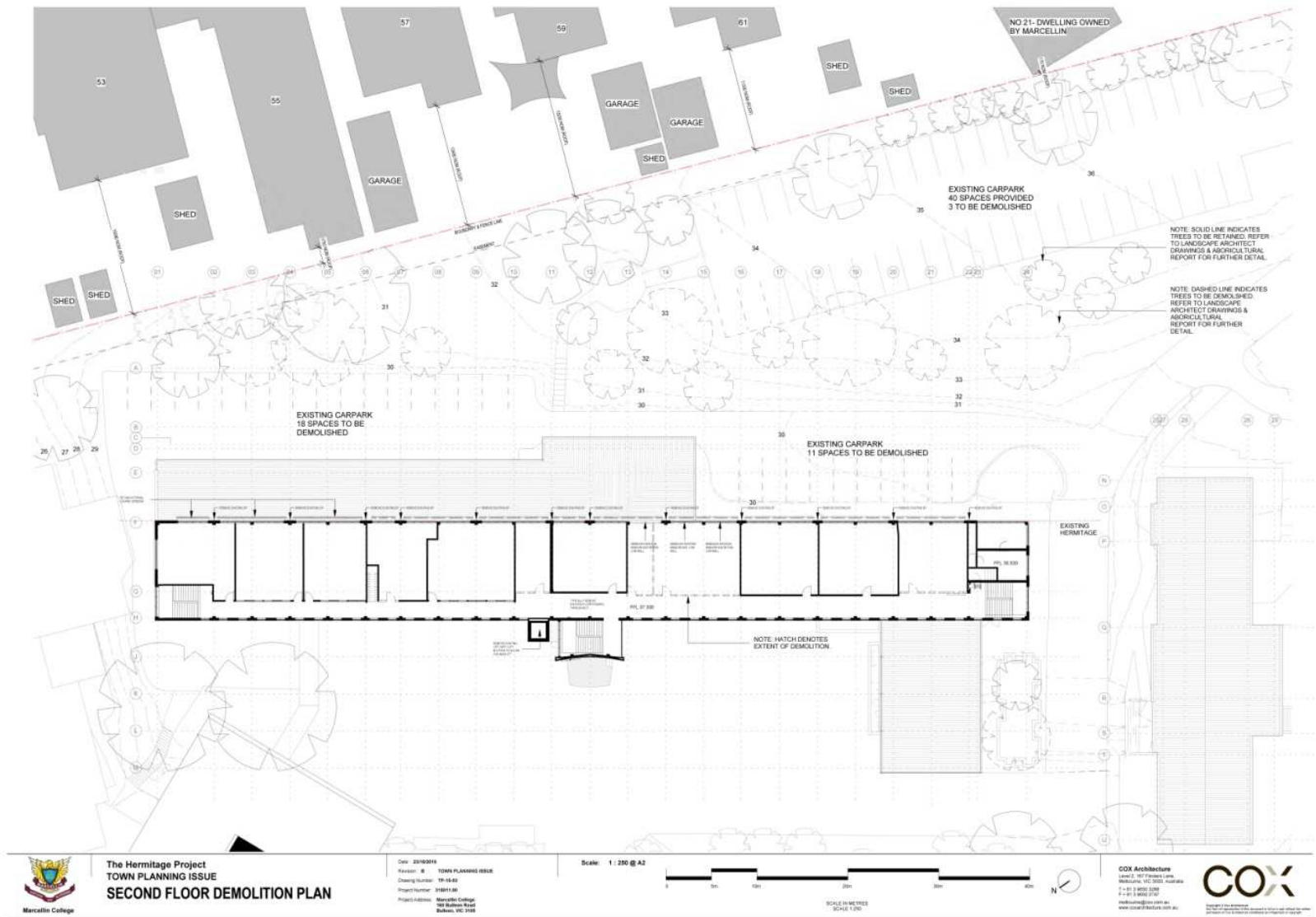


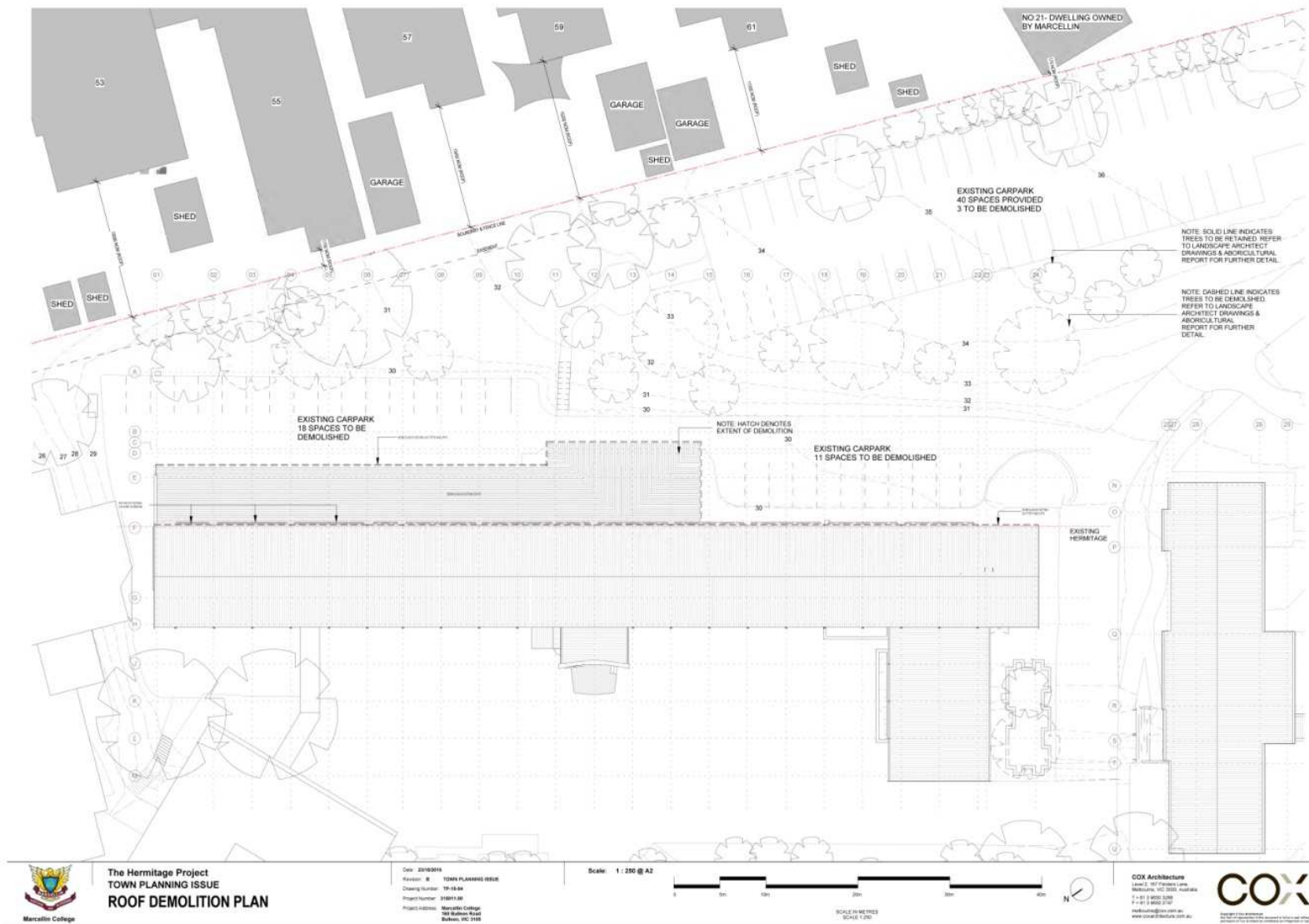
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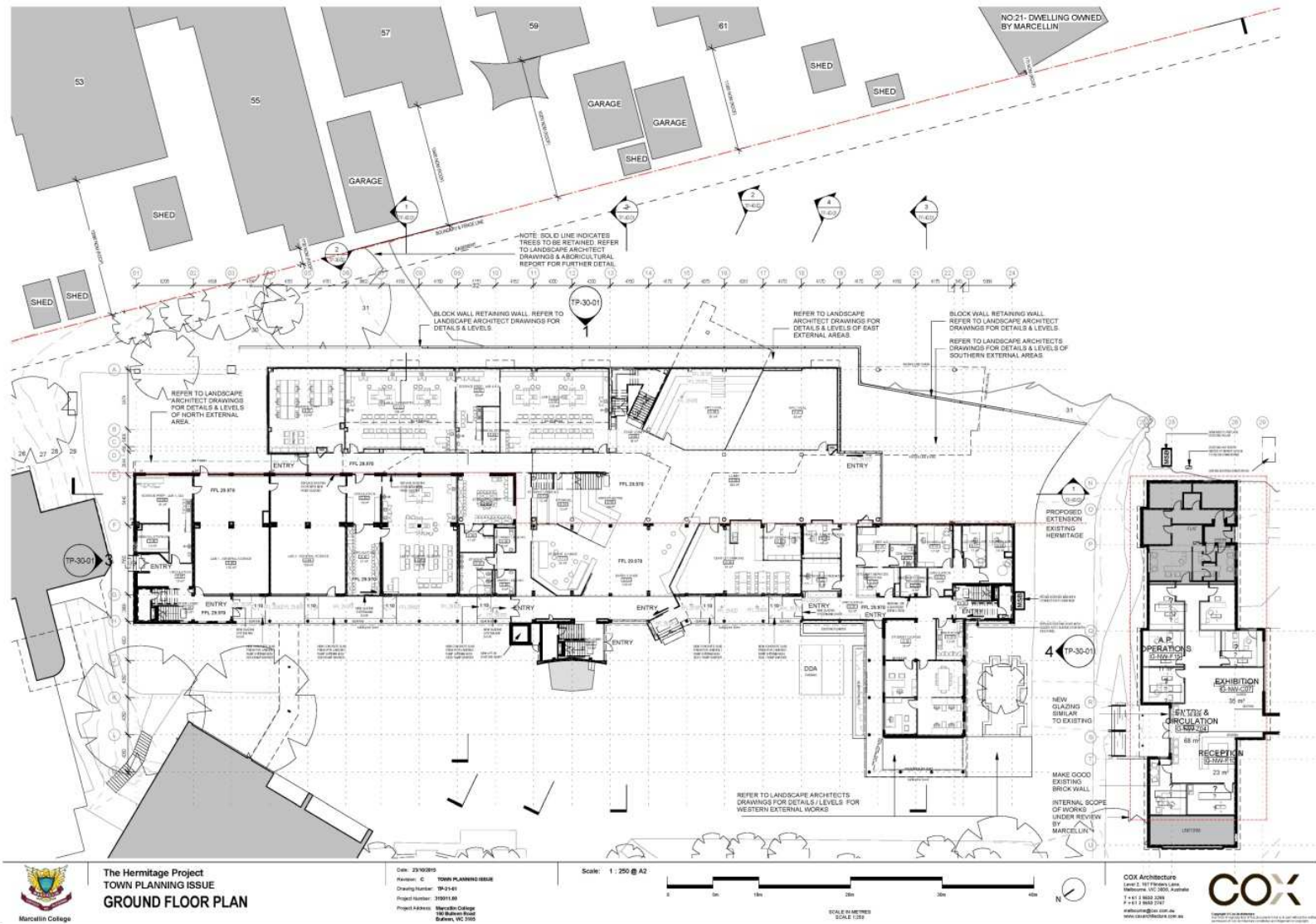




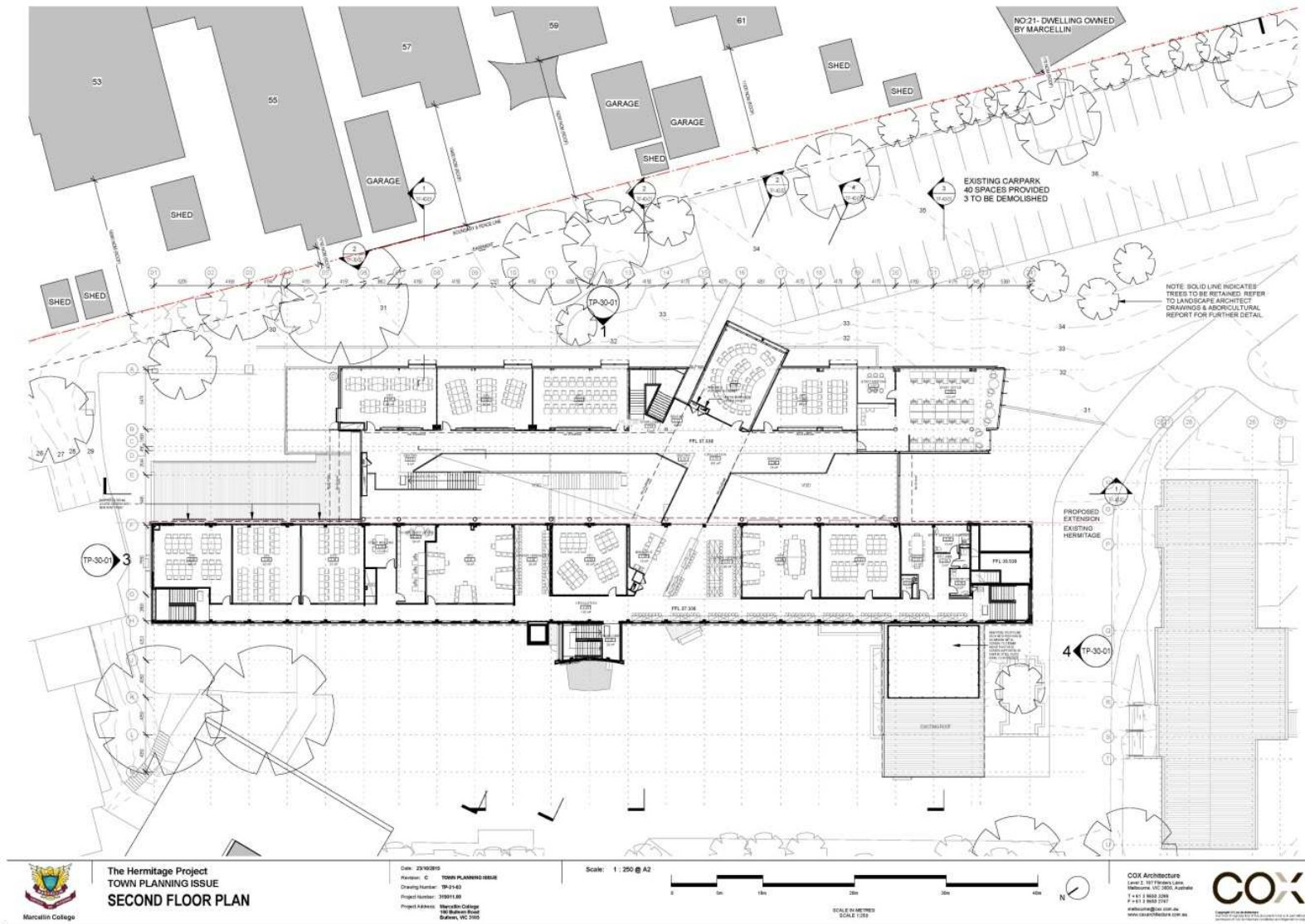


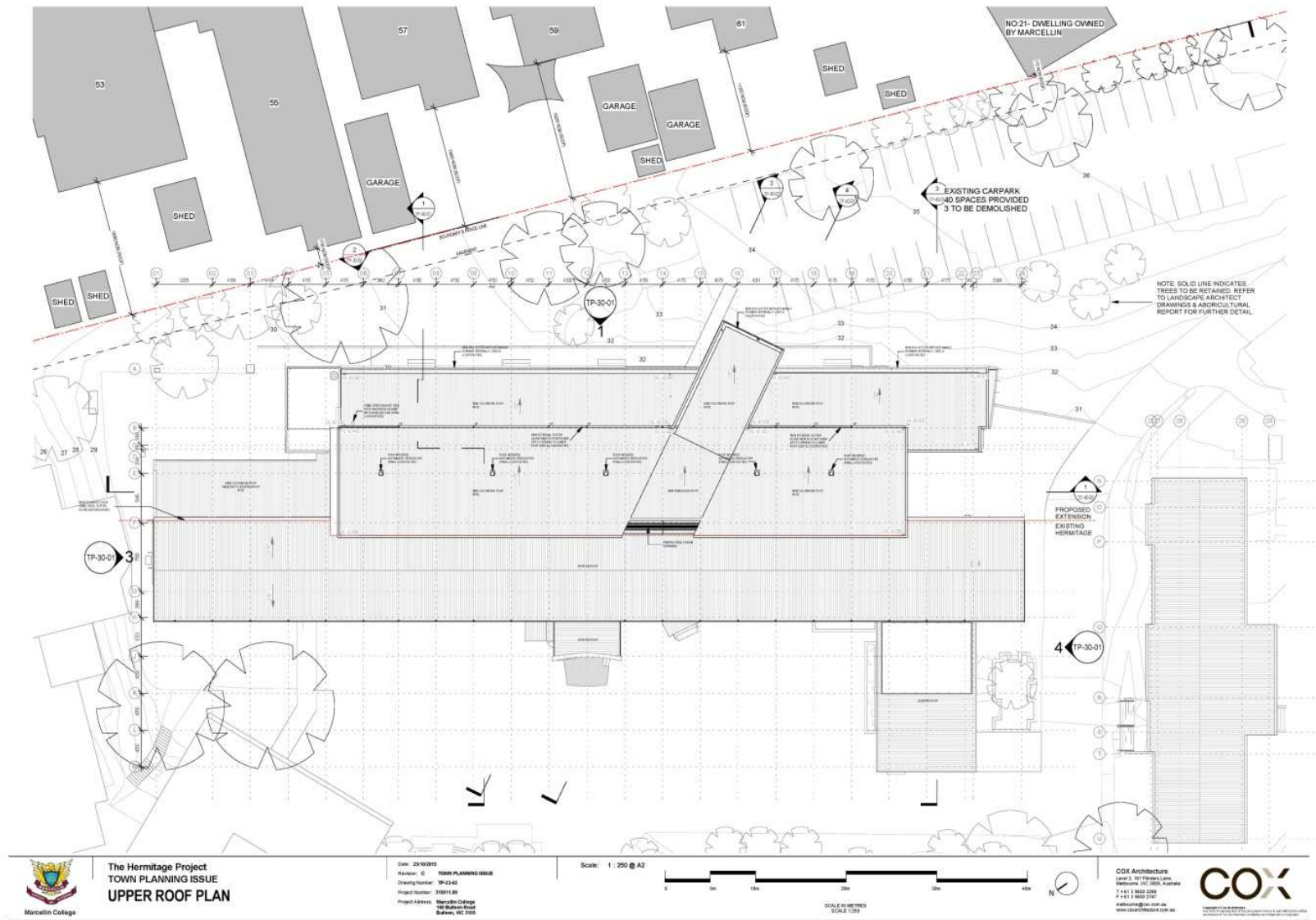


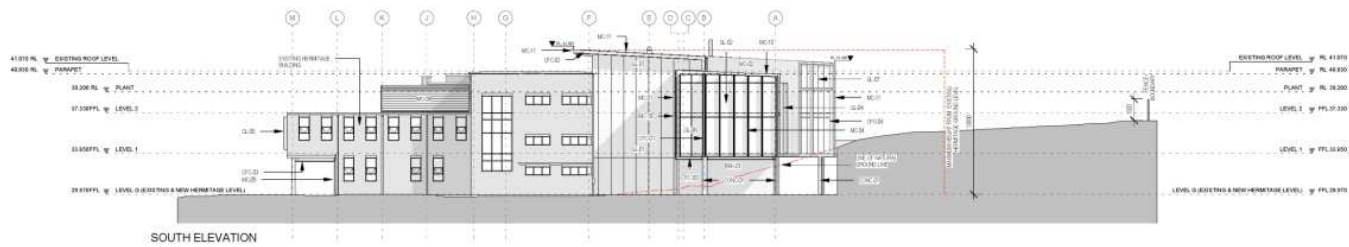
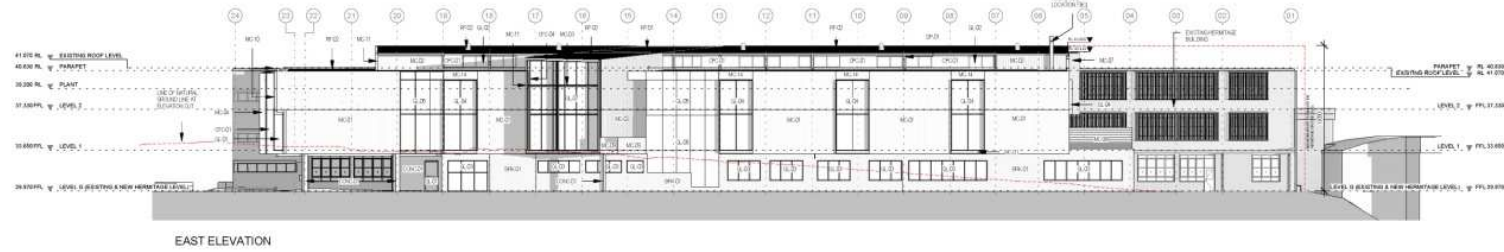
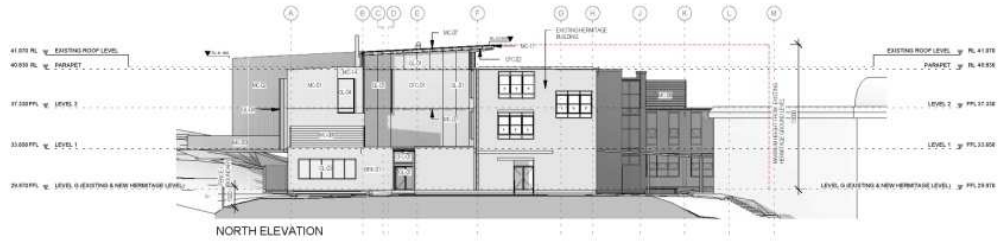












Note: Refer to Landscape Architects drawings for external ground floor finishes.

<p>Marcellin College</p>	<p><b>The Hermitage Project</b> TOWN PLANNING ISSUE <b>ELEVATIONS</b></p>	<p>Date: 29/09/15 Revision: C TOWN PLANNING ISSUE Drawing Number: TP-04-01 Project Number: 310911-00 Project Address: The Hermitage Campus 150 Marcellin Road Bathurst, VIC 3083</p>	<p>Scale: 1 : 250 @ A2</p>	<p>SCALE IN METRES SCALE 1:250</p>	<p>COX Architecture Level 1, 111 Fribourg Lane Melbourne, VIC 3000, Australia T +61 3 833 2269 F +61 3 833 2247 enquiries@cox.com.au www.coxarchitecture.com.au</p>	
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EAST ELEVATION (ALONG PROPERTY BOUNDARY) 2

REFER TO TP30-01 IN  
RELATION TO  
FINISHES  
FOR EAST FACADE

Note: Refer to Landscape  
Architects drawings for  
external ground floor  
finishes.

<p>Marcellin College</p>	<p>The Hermitage Project TOWN PLANNING ISSUE <b>ELEVATIONS</b></p>	<p>Date: 29/09/15 Revision: 01 TOWN PLANNING ISSUE Drawing Number: TP-04-02 Project Number: 310011-00 Project Address: The Hermitage Campus 150 Marcellin Road Bathurst, VIC 3080</p>	<p>Scale: 1 : 250 @ A2</p>	<p>SCALE IN METRES SCALE 1:250</p>	<p>COX Architecture Level 1, 111 Windsor Lane Melbourne, VIC 3000, Australia T +61 3 833 2269 F +61 3 833 2247 info@cox-arch.com.au www.cox-arch.com.au</p>
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**MATERIAL SCHEDULE**

Note: Refer to Landscape Architects drawings for external ground floor finishes.  
 Note: Refer to new building elevations drawing (TP-30-D1 & TP-30-D2) for finishes locations.

**BRK-01** - Concrete Block, Boral Designer Brick, Colour 'Charcoal'  
**CFC-01** - Compressed Fibre Cement (James Hardie - Exotec Fixing System), Colour to match Dulux Powdercoat 'Metropolis bronze pearl'  
**CFC-02** - Compressed Fibre Cement soffit (Express Joints), Colour to match Colorbond 'Surfmist'  
**CFC-03** - Compressed Fibre Cement soffit (Express Joints), Colour to match MC-01 or MC-05 (Honour Wall)  
**CFC-04** - Compressed Fibre Cement (James Hardie - Exotec Fixing System), Colour to match Dulux 'Tangent' or Equivalent to Grade A Hoop Pine with Lime wash finish  
**CONC-01** - Concrete, Colour - Natural Concrete  
**DP-01** - Downpipe (Exposed) - Colour Colorbond to match General trims (Adjacent)  
**GL-01** - Glazing - DGU Toughened laminated glazing with anodised Equivalent to Capral 406 St Lucia frame, Structural glazing system, Glass colour Clear with Anodised frames colour 'Smooth Onyx', Glazing to AS 1288.  
**GL-02** - Glazing - DGU Toughened laminated glazing with anodised Equivalent to Capral 406 St Lucia frame, Structural glazing system, Glass colour Clear with Anodised frames colour 'Smooth Onyx', Glazing to AS 1288.  
**GL-03** - DGU Toughened laminated glazing with anodised Equivalent to Capral 406 St Lucia frame, Captured glazing system, Glass colour Clear with Anodised frames colour 'Smooth Onyx', Glazing to AS 1288. Saahless Double Hung windows or Awnings to all windows.  
**GL-04** - Glazing - DGU Toughened laminated glazing with anodised Equivalent to Capral 406 St Lucia frame, Structural glazing system, Prefabricated steel window frame support with perforated steel sunshade to North side & top, Glass colour Clear with Anodised / Steel frames colour 'Smooth Onyx', Glazing to AS 1288.  
**GL-05** - Glazing - DGU Toughened laminated glazing with anodised Equivalent to Capral 406 St Lucia frame, Structural glazing system, Glass colour Clear with Anodised frames colour 'Smooth Onyx', Glazing to AS 1288.  
**GL-06** - Glazing - DGU Toughened laminated glazing with anodised Equivalent to Capral 406 St Lucia frame, Structural glazing system, Prefabricated steel window frame support with perforated steel sunshade to North side & top, Glass colour Clear with Anodised / Steel frames colour 'Smooth Onyx', Glazing to AS 1288.  
**GL-07** - Glazing - DGU Toughened laminated glazing with anodised Equivalent to Capral 406 St Lucia frame, Structural glazing system, Glass colour Clear with Anodised frames colour 'Smooth Onyx', Glazing to AS 1288.  
**GUT-01** - Gutter - Colorbond Exposed Gutter to match MC-02 or General trims (Adjacent)  
**MC-01** - Metal Cladding - Fielders 'Finesse' Interlocking Colorbond metal panel - (Vertical express joints), Colour Colorbond 'Rhea'  
**MC-02** - Metal Cladding - Architectural cladding, Core 10 Archiclad 'Express panel system', Colour Natural Core 10  
**MC-03** - Metal Cladding - Custom painted steel cross fin with infill acrylic panels, Colour to match General trims (Adjacent).  
**MC-04** - Metal Cladding - Custom painted steel fin, laser cut graphic within steel plate, Colour to match General trims (Adjacent).  
**MC-05** - Metal Cladding - Custom painted steel plate honour wall, Colour match General trims (Adjacent).  
**MC-06** - Metal Cladding - Custom painted steel awning with painted perforated steel fold down, Colour to match MC-02 & General trims (Adjacent).  
**MC-07** - Metal Cladding - Custom painted steel support arms / supporting painted steel perforated sun shade, Colour to match MC-02 & General trims (Adjacent).  
**MC-08** - Metal Cladding - Powdercoated perforated aluminium screen with painted steel support substrate, Colour match General trims (Adjacent).  
**MC-09** - Metal Cladding - Custom painted steel plate balustrade walls, Colour match General trims (Adjacent).  
**MC-10** - Metal Cladding - Custom painted metal plate angle trim, Colour to match MC-01 & General trims (Adjacent).  
**MC-11** - Metal Cladding - Custom painted metal plate angle trim, Colour to match MC-02 & General trims (Adjacent).  
**MC-13** - Metal Cladding - Painted steel purlin sunshade, Colour match General trims (Adjacent).  
**MC-14** - Metal Cladding - Fielders 'Finesse' Interlocking Colorbond metal panel - (Vertical express joints), Colour Colorbond 'Celestian'  
**RF-01** - Roof Cladding - Ampelite 'Dual roof system' Fibre-Glass roof sheeting supported by roof purlins, Colour: 'Opal'  
**RF-02** - Roof Cladding - Lysaght spandek roof sheeting, Colour: 'Shale Grey'

**MAIN MATERIAL COLOURS**

**GL01-GL07** - COLOUR: GLAZING: CLEAR  
 FRAMES: ANODISED EVERSIELD 'SMOOTH ONYX'



**BRK-01** - COLOUR: CHARCOAL:



**MC-01** - COLOUR: COLORBOND 'RHEA'



**MC02** - COLOUR: NATURAL CORE 10



**MC-GENERAL METAL TRIMMS** - COLOUR TO MATCH: DULUX POWDERCOAT 'METROPOLIS BRONZE PEARL'



**CFC-01** - COLOUR TO MATCH: DULUX POWDERCOAT 'METROPOLIS BRONZE PEARL'



**CFC-02** - COLOUR TO MATCH: COLORBOND 'SURFMIST'



**RF-01** - AMPELITE COLOUR 'OPAL'




**RF-02** - COLORBOND 'SHALE GREY'



**MC-14** - COLOUR: COLORBOND 'CELESTIAN'



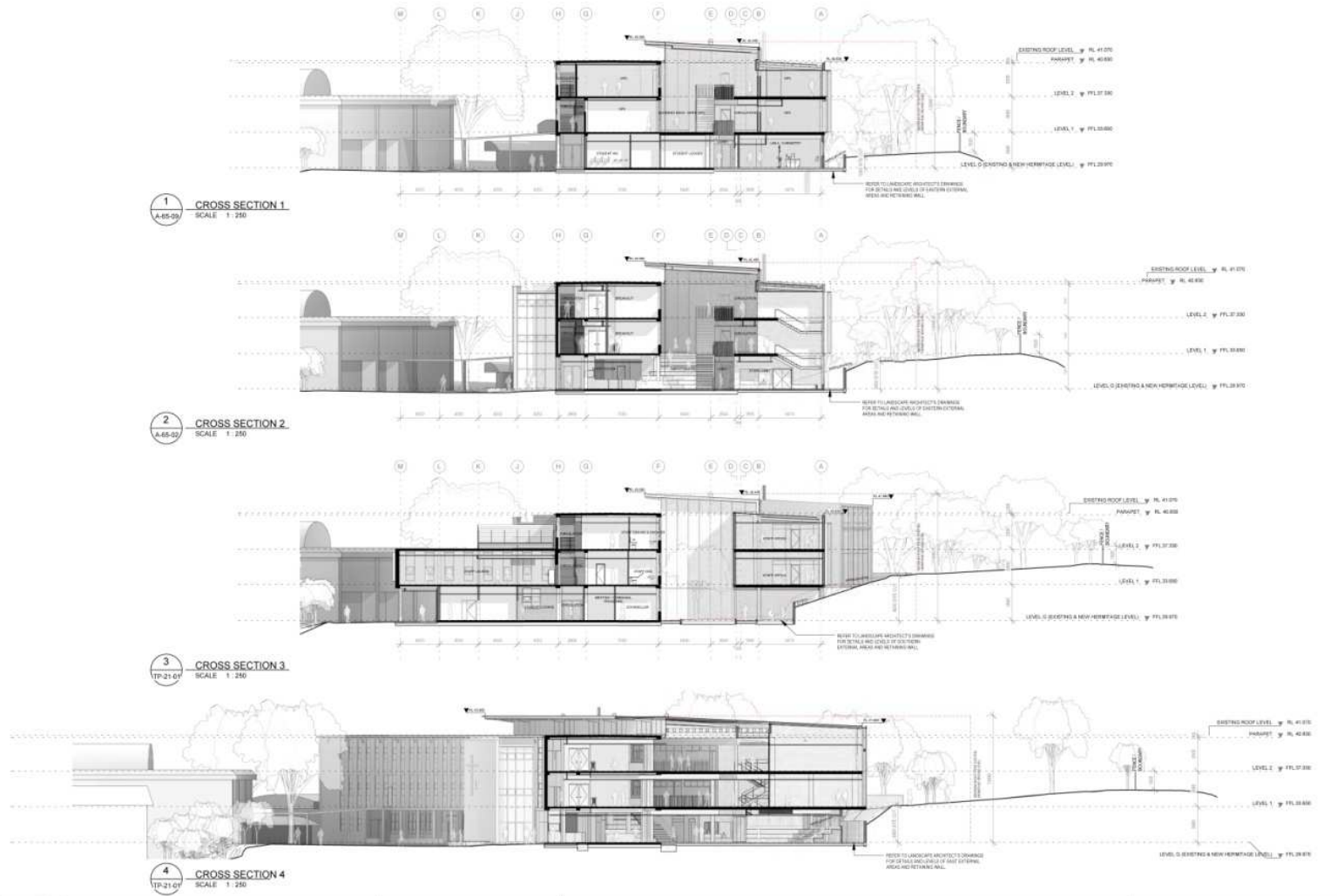
 **The Hermitage Project TOWN PLANNING ISSUE MATERIALS**

Date: 20/09/15  
 Revision: # TOWN PLANNING ISSUE  
 Drawing Number: TP-30-42  
 Project Number: 310311-00  
 Project Address: The Hermitage College, 130 Marcellin Road, Sydney, NSW 2000

Scale: @ A2

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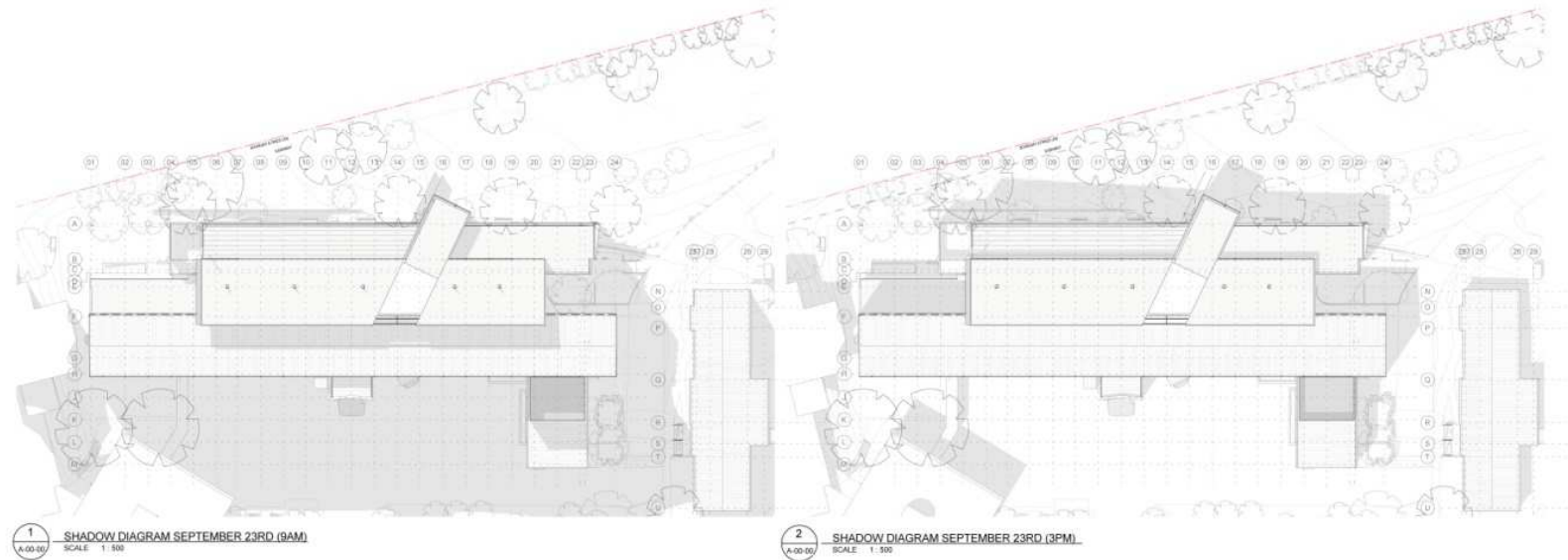


 <b>Marcelline College</b>	<b>The Heritage Project TOWN PLANNING ISSUE CROSS SECTIONS</b>	Draw: 22/06/2015	Scale: 1:250 @ A3	 SCALE IN METRES SCALE 1:250	<b>COX Architecture</b> Level 2, 907 Brimley Lane Marcelline, VIC 3088, Australia T: 03 9400 3200 F: 03 9400 2747 info@coxarch.com.au www.coxarch.com.au	
		Revised: 01/03/2016 PLANNING ISSUE	Project Number: TP-21-01			






Proposed Hermitage Building Development Summary (GFA)					
Existing Hermitage Building	GFA (m2)	Refurbished Hermitage Building	GFA (m2)	Proposed Hermitage Building Extension	GFA (m2)
Ground Level	1380	Ground Level	1288	Ground Level	944
Level 1	1188	Level 1	1226	Level 1	869
Level 2	1023	Level 2	1023	Level 2	764
<b>Total GFA (m2)</b>	<b>3591</b>	<b>Total GFA (m2)</b>	<b>3537</b>	<b>Total GFA (m2)</b>	<b>2577</b>
				<b>Total BLDG GFA (m2)</b>	<b>6114</b>
Marist House Building - Refurbished area					
<b>Total GFA (m2)</b>					
Ground Level - Refurbished area	390				
<b>Total GFA of refurbished area (m2)</b>	<b>390</b>				
Notes:					
GFA "The sum of the area of all floor of the building measured from the external faces of the exterior-walls"					
Stairwells & Liftwells not considered to be floor area for upper levels					
Voids not considered to be floor area for upper levels					
Mezzanines considered to be floor area of upper levels					
Areas are nominal & subject to minor adjustment with further design development					

 <p><b>The Hermitage Project TOWN PLANNING ISSUE DEVELOPMENT SUMMARY</b></p>	Date: 20/09/2015 Revised #: TOWN PLANNING ISSUE Drawing Number: TP-04-01 Project Number: 216491-03 Project Address: Marcellin College 156 Marcellin Street Ballarat, VIC 3198	Scale: @ A2  <p>SCALE: METRES SCALE: 1:200</p>		<b>COX Architecture</b> Level 2, 107 Phillip's Lane Melbourne, VIC 3000, Australia T +61 3 9400 5333 F +61 3 9400 5347 melbourne@cox.com.au www.coxarchitecture.com.au	
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1 SHADOW DIAGRAM SEPTEMBER 23RD (9AM)  
SCALE 1:500

2 SHADOW DIAGRAM SEPTEMBER 23RD (3PM)  
SCALE 1:500

 Marcellin College	<b>The Hermitage Project</b> TOWN PLANNING ISSUE <b>SHADOW DIAGRAMS</b>	Draw: 201609016	Scale: 1:500 @ A2	 SCALE IN METRES SCALE 1:500		<b>COX Architecture</b> Level 2, 107 Phoenix Lane Melbourne, VIC 3000, Australia T +61 3 9220 3300 F +61 3 9220 2747 info@coxarch.com.au www.coxarch.com.au	 <small>Copyright © Cox Architecture All rights reserved. No part of this document may be reproduced or transmitted in any form or by any means electronic or mechanical, including photocopying and recording, or by any information storage or retrieval system, without the prior written permission of Cox Architecture.</small>
		Project # : 10269 PLANNING ISSUE Drawing Number: TP-04-02 Project Number: 318311-00 Project Address: Marcellin College 107 Melbourne Road Melbourne, VIC 3000					



 The Heritage Project  
TOWN PLANNING ISSUE  
**EXTERNAL PERSPECTIVES 1**

Date: 28/08/2014  
Revision: 0 TOWN PLANNING ISSUE  
Drawing Number: 10-0000  
Project Number: 210011-00  
Project Address: Marcellin College  
100 Bulwer Road  
Bulwer, VIC 3188  
Scale: @ A2

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- MC-01
- MC-02
- MC-14
- MC-07
- CFC-02
- GL-04
- CFC-01
- MC-07
- GL-01
- BRK-01
- GL-03
- MC-08
- RF-01
- MC-13
- GL-02
- RF-02
- MC-07
- MC-02
- MC-14
- GL-04
- MC-01
- MC-08
- GL-03
- BRK-01

Note: Refer to Landscape Architects drawings for external ground floor finishes.

Note: Refer to new building elevations drawing (TP-30-01) & 3D Views drawings (TP-99-01 & TP-99-02) for finishes locations.

3D VIEW - MATERIAL SELECTION CONC-01 MC-11 CFC-04 GL-07 MC-03 MC-02 MC-09 GL-05



The Heritage Project  
TOWN PLANNING ISSUE  
**EXTERNAL PERSPECTIVES 2**

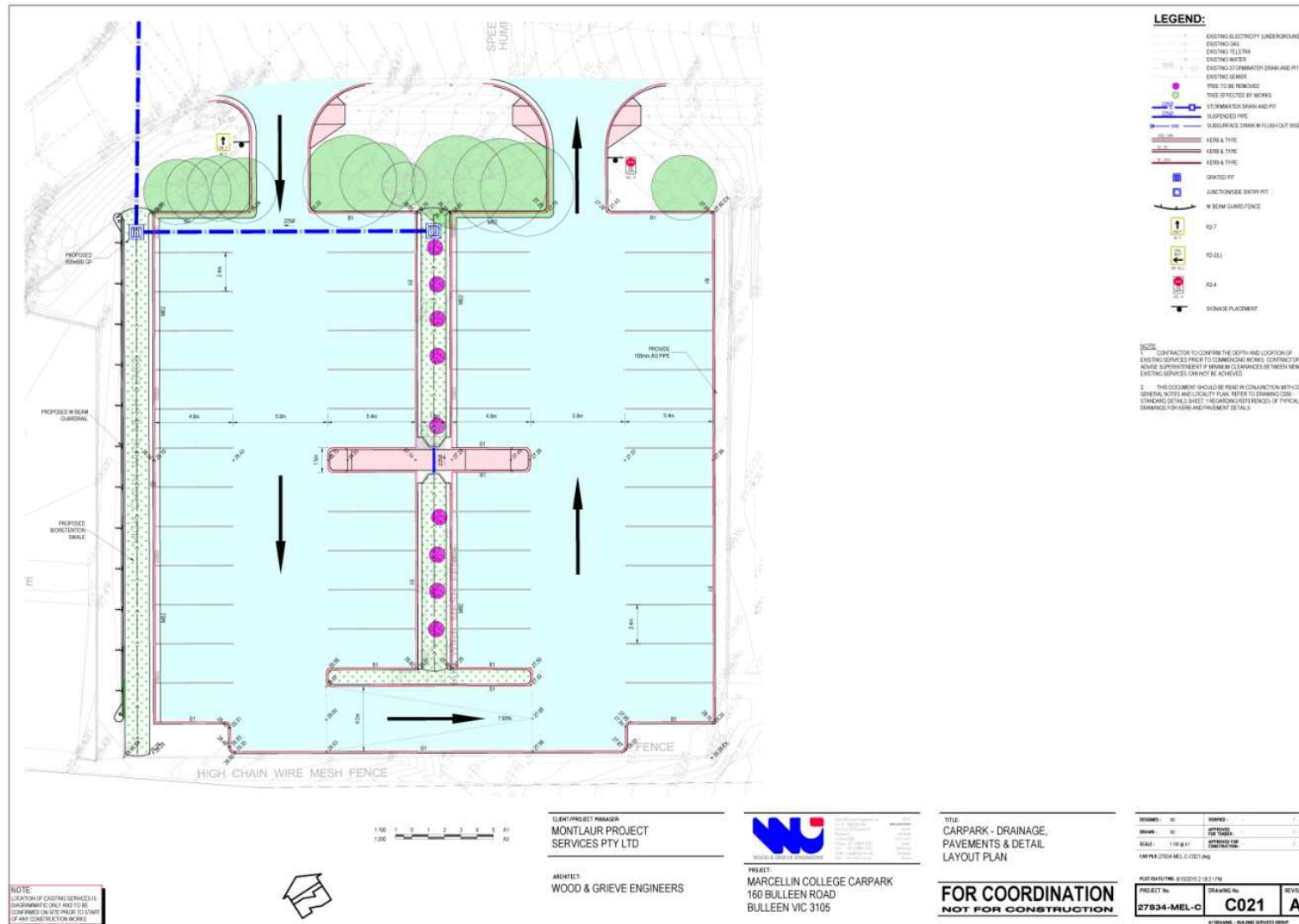
Date: 28/08/14  
Author: J. TOWN PLANNING ISSUE  
Drawing Number: 10-00-03  
Project Number: 100011-03  
Project Name: Marcellus College  
100 Bulwer Road  
Bulwer, VIC 3188

Scale: @ A2

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**LEGEND**

- SOFT LANDSCAPE**
- EXISTING TREES - RETAINED
  - EXISTING TREES - REMOVED  
Refer to arborist report: RFP-006716-03/04/15
  - NEW NATIVE TREE PLANTING  
eg *Corymbia maculata*, *Allocasuarina pallidula*, *Corymbia citriodora*, *Tetraria sp.*, *Scaevola* etc.
  - FEATURE ORNAMENTAL TREES  
eg *Alnus parvifolia*, *Pinus contorta* 'Chamberlain', *Gleditsia triacanthos* 'Spectra Master'
  - NEW PLANTER BED
  - INFILL PLANTING  
Make good to interface with new building works.
- HARD LANDSCAPE**
- HARD PAVING TYPE 1
  - HARD PAVING TYPE 2 (BANDING)
  - COMPACTED GRAVEL PAVING
  - NORTHERN BUILDING ACCESS  
Ramp and stairs with handrail
  - STAIRS WITH HANDRAIL
  - STEPPED SEATING AREA  
Wide steps for use as informal seating
  - CUSTOM TIMBER BENCH SEATING  
Curved seating for outdoor learning @Heritage Yard
  - STANDARD TIMBER BENCH SEATING  
Standard timber benches for gathering space
  - RETAINING WALL - BY ENGINEERS  
Textured paint finish
  - BLUESTONE PLANTER  
Feature raised planter to be constructed using quality bluestone
  - RAISED PLANTER BED  
Feature raised planter to be constructed using quality bluestone
  - POTENTIAL THRESHOLD LINK  
Feature paving material



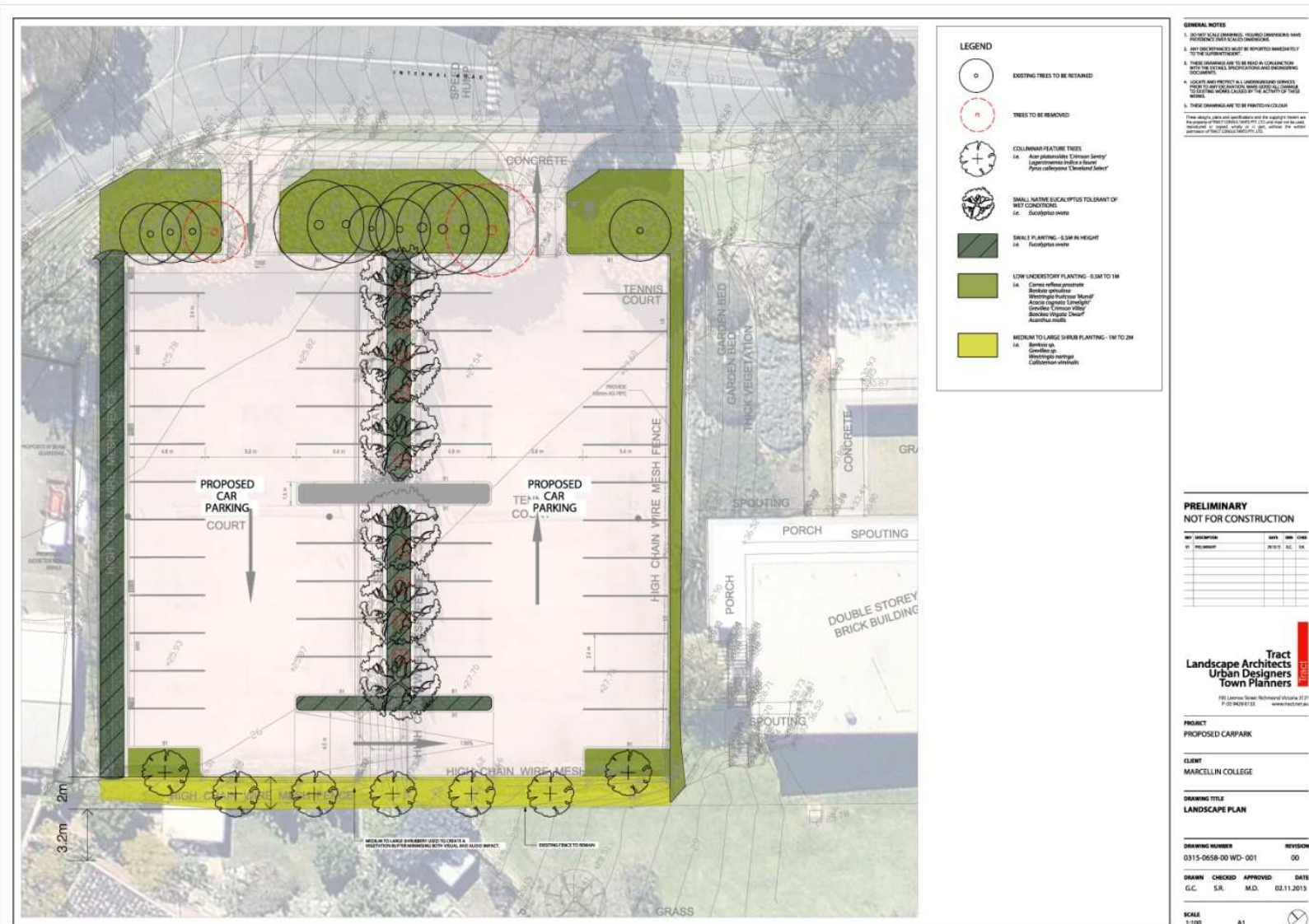
**INDICATIVE PLANT SCHEDULE**

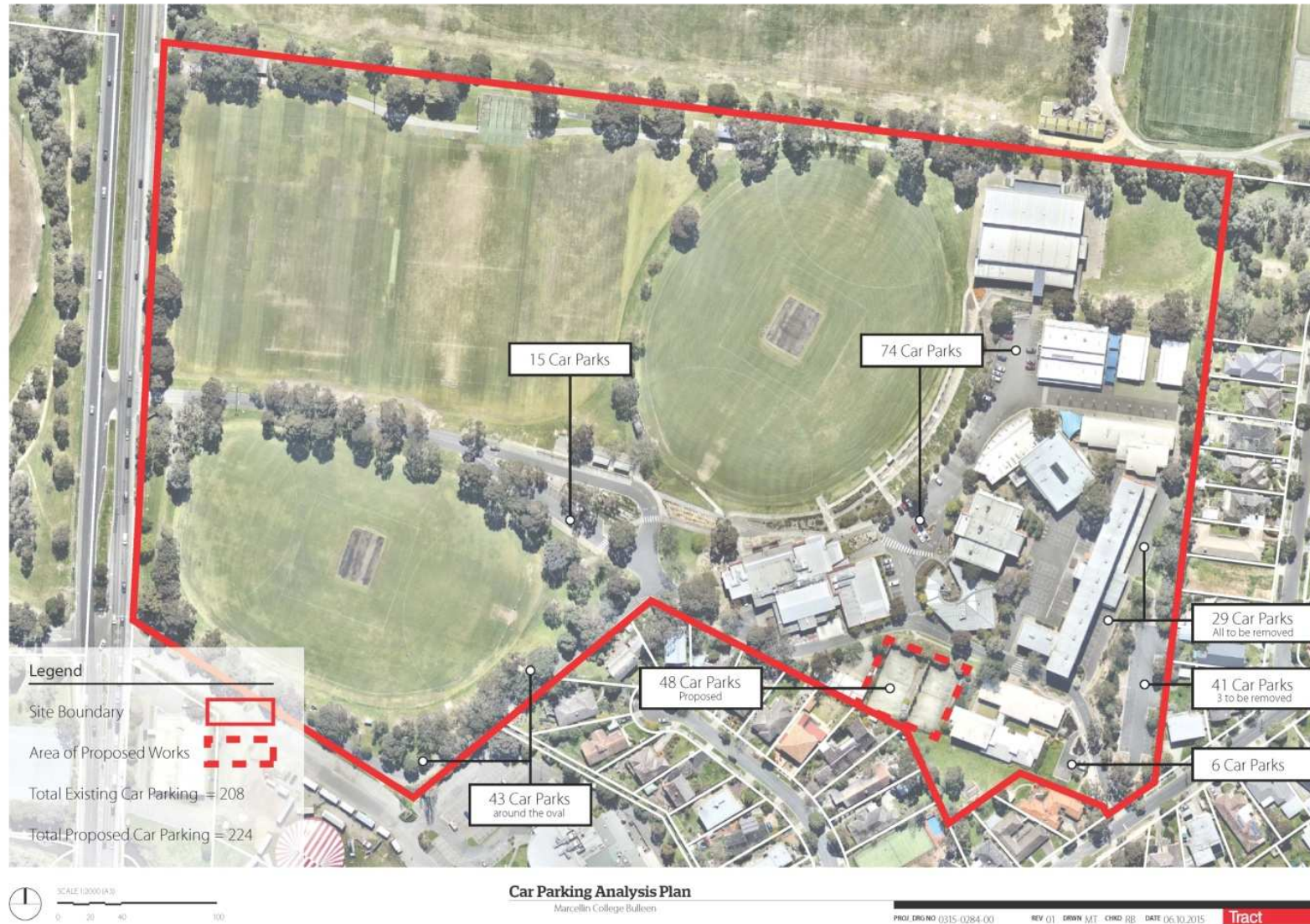
Plant Name	Size	Quantity	Notes	Total
<b>CLIMBERS</b>				
<i>Passiflora vitifera</i> (passiflora)	4.0m x 4.0m	15	15 trees	15
<b>SHRUBS/TREES</b>				
<i>Alnus parvifolia</i>	300mm x 300mm	40	40 trees	40
<i>Alnus parvifolia</i>	400mm x 400mm	40	40 trees	40
<i>Alnus parvifolia</i>	500mm x 500mm	40	40 trees	40
<i>Alnus parvifolia</i>	600mm x 600mm	40	40 trees	40
<i>Alnus parvifolia</i>	700mm x 700mm	40	40 trees	40
<i>Alnus parvifolia</i>	800mm x 800mm	40	40 trees	40
<i>Alnus parvifolia</i>	900mm x 900mm	40	40 trees	40
<i>Alnus parvifolia</i>	1000mm x 1000mm	40	40 trees	40
<b>SMALL TREES - ALL TYPES</b>				
<i>Alnus parvifolia</i>	1000mm x 1000mm	40	40 trees	40
<i>Alnus parvifolia</i>	1200mm x 1200mm	40	40 trees	40
<i>Alnus parvifolia</i>	1400mm x 1400mm	40	40 trees	40
<i>Alnus parvifolia</i>	1600mm x 1600mm	40	40 trees	40
<i>Alnus parvifolia</i>	1800mm x 1800mm	40	40 trees	40
<i>Alnus parvifolia</i>	2000mm x 2000mm	40	40 trees	40
<i>Alnus parvifolia</i>	2200mm x 2200mm	40	40 trees	40
<i>Alnus parvifolia</i>	2400mm x 2400mm	40	40 trees	40
<i>Alnus parvifolia</i>	2600mm x 2600mm	40	40 trees	40
<i>Alnus parvifolia</i>	2800mm x 2800mm	40	40 trees	40
<i>Alnus parvifolia</i>	3000mm x 3000mm	40	40 trees	40
<i>Alnus parvifolia</i>	3200mm x 3200mm	40	40 trees	40
<i>Alnus parvifolia</i>	3400mm x 3400mm	40	40 trees	40
<i>Alnus parvifolia</i>	3600mm x 3600mm	40	40 trees	40
<i>Alnus parvifolia</i>	3800mm x 3800mm	40	40 trees	40
<i>Alnus parvifolia</i>	4000mm x 4000mm	40	40 trees	40
<i>Alnus parvifolia</i>	4200mm x 4200mm	40	40 trees	40
<i>Alnus parvifolia</i>	4400mm x 4400mm	40	40 trees	40
<i>Alnus parvifolia</i>	4600mm x 4600mm	40	40 trees	40
<i>Alnus parvifolia</i>	4800mm x 4800mm	40	40 trees	40
<i>Alnus parvifolia</i>	5000mm x 5000mm	40	40 trees	40
<i>Alnus parvifolia</i>	5200mm x 5200mm	40	40 trees	40
<i>Alnus parvifolia</i>	5400mm x 5400mm	40	40 trees	40
<i>Alnus parvifolia</i>	5600mm x 5600mm	40	40 trees	40
<i>Alnus parvifolia</i>	5800mm x 5800mm	40	40 trees	40
<i>Alnus parvifolia</i>	6000mm x 6000mm	40	40 trees	40
<i>Alnus parvifolia</i>	6200mm x 6200mm	40	40 trees	40
<i>Alnus parvifolia</i>	6400mm x 6400mm	40	40 trees	40
<i>Alnus parvifolia</i>	6600mm x 6600mm	40	40 trees	40
<i>Alnus parvifolia</i>	6800mm x 6800mm	40	40 trees	40
<i>Alnus parvifolia</i>	7000mm x 7000mm	40	40 trees	40
<i>Alnus parvifolia</i>	7200mm x 7200mm	40	40 trees	40
<i>Alnus parvifolia</i>	7400mm x 7400mm	40	40 trees	40
<i>Alnus parvifolia</i>	7600mm x 7600mm	40	40 trees	40
<i>Alnus parvifolia</i>	7800mm x 7800mm	40	40 trees	40
<i>Alnus parvifolia</i>	8000mm x 8000mm	40	40 trees	40
<i>Alnus parvifolia</i>	8200mm x 8200mm	40	40 trees	40
<i>Alnus parvifolia</i>	8400mm x 8400mm	40	40 trees	40
<i>Alnus parvifolia</i>	8600mm x 8600mm	40	40 trees	40
<i>Alnus parvifolia</i>	8800mm x 8800mm	40	40 trees	40
<i>Alnus parvifolia</i>	9000mm x 9000mm	40	40 trees	40
<i>Alnus parvifolia</i>	9200mm x 9200mm	40	40 trees	40
<i>Alnus parvifolia</i>	9400mm x 9400mm	40	40 trees	40
<i>Alnus parvifolia</i>	9600mm x 9600mm	40	40 trees	40
<i>Alnus parvifolia</i>	9800mm x 9800mm	40	40 trees	40
<i>Alnus parvifolia</i>	10000mm x 10000mm	40	40 trees	40



**Landscape Concept Plan**  
0315-0658 Marcellin College Hermitage Works

PROJ\_ORG NO 0315-0658-01 D001 REV 03 DRAW GC CHWD SH DATE 12.10.2015 **Tract**





**10. PLANNING & ENVIRONMENT**

There are no Planning & Environment reports.

**11. ASSETS & ENGINEERING**

There are no Assets & Engineering reports.

## 12. COMMUNITY PROGRAMS

### 12.1 Access & Equity Advisory Committee Terms of Reference update 2016 (Committee)

Responsible Director: Director Community Programs

File No. T16/10

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

#### SUMMARY

*This report proposes amendments to the Terms of Reference (TOR) of Council's Access and Equity Advisory Committee.*

*It is recommended that Council endorse the amended draft Terms of Reference for the Advisory Committee, as provided in Attachment 1.*

*It is further recommended that Council endorse seeking Expressions of Interest for the 2016-2018 term of the Access and Equity Advisory Committee in March 2016; and note that a further report detailing the proposed membership of the Access and Equity Advisory Committee will be prepared for Council.*

#### 1 BACKGROUND

- 1.1 The Manningham Access and Equity Advisory Committee was established in 2003 to consider the needs of people from culturally and linguistically diverse (CALD) backgrounds and the needs of people with a disability and their carers. In 2014 the committee's scope was broadened in line with Council's *Access, Equity and Diversity Strategy 2014-2017* to also consider gender equity issues and the needs of people who identify as being gay, lesbian, bisexual, transgender or intersex (GLBTI).
- 1.2 The Committee provides advice on the development and implementation of the *Manningham Access, Equity and Diversity Strategy* and its annual Action plan; and advises Council on local issues, service delivery and planning in relation to diversity, access and inclusion.
- 1.3 The Terms of Reference (TOR) of the Committee have been reviewed ahead of inviting nominations for membership of its next 2-year term. A copy of the revised draft TOR is provided as Attachment 1. Changes include:
  - 1.3.1 Addition of a new 'Appointment of Membership of the Committee' dot point (within Clause 6). "In the event that a committee member needs to resign or is absent without leave for three or more meetings, their membership may be terminated. In such instances, nominations for a replacement may be sought. The vacancy must be advertised in the local media and on Council's website and the successful applicant will be appointed to the Committee by the Chair of the Committee."
  - 1.3.2 Deletion of the Quorum clause as the Committee has no voting powers.
  - 1.3.3 Addition of a Confidentiality and Privacy clause (Clause 10).

- 1.4 Throughout the last 24 months Council's *Access and Equity Advisory Committee* has provided comments and recommendations in areas including community safety, footpath connectivity, State Disability Plan consultation, accessibility of Council's Function Centre stage, workplace diversity, multicultural issues, Food Security Plan, safe road crossings, Aquarena expansion, Whitehorse / Manningham Libraries, Tunstall Square Structure Plan, Live Well in Bulleen project, customer service and facilities, open space management plans, and the development of Council's Access Equity and Diversity Strategy 2014-2017.

## **2 PROPOSAL/ISSUE**

- 2.1 It is proposed that Council endorse the updated draft Terms of Reference for the Access and Equity Advisory Committee;
- 2.2 It is proposed that an Expression of Interest process be held during March 2016 seeking membership of the 2016-2018 term of the Access and Equity Advisory Committee and that a report be prepared for Council on its outcome.

## **3 PRIORITY/TIMING**

- 3.1 Endorsement of the draft Terms of Reference will enable the Expressions of Interest process to be undertaken during March 2016 for the 2016-2018 term of the committee, which is expected to commence on 6 June 2016.

## **4 POLICY/PRECEDENT IMPLICATIONS**

- 4.1 The Access and Equity Advisory Committee provides advice on the development and implementation of the Manningham Access Equity and Diversity Strategy and its annual action plan which encompasses Council's Disability Access and Inclusion Plan.

## **5 BEST VALUE**

- 5.1 Adoption of the draft Terms of Reference is consistent with Best Value Principles relating to accessibility, consultation and continuous improvement.

## **6 CUSTOMER/COMMUNITY IMPACT**

- 6.1 The Access and Equity Advisory Committee will advise on measures to help create a diverse, accessible, inclusive community through the continual improvement of Council's operations and planning.
- 6.2 Manningham City Council actively encourages a collaborative, diverse, responsive and inclusive community.

## **7 HUMAN RIGHTS CHARTER**

- 7.1 The Human Rights Charter guides the ongoing implementation of Council's Access, Equity and Diversity Strategy. It helps to enhance and uphold:
- 7.1.1 Rights to recognition and equality before law;
  - 7.1.2 Rights to freedom of thought, conscience, religion and belief;
  - 7.1.3 Right to protection of families and children;
  - 7.1.4 Rights to taking part in public life; and
  - 7.1.5 Cultural rights.

**8 COUNCIL PLAN/ MEASURE OF ACHIEVEMENT OF ACTION**

- 8.1 The focus of the Access and Equity Advisory Committee is consistent with Council Plan 2013-2017 goals of having:
- 8.1.1 An inclusive and harmonious community that celebrates our diversity and draws strength from our differences;
  - 8.1.2 A community that is involved and well connected, strengthening community spirit;
  - 8.1.3 Accessible services and facilities for people of all ages and abilities.

**9 FINANCIAL RESOURCE IMPLICATIONS**

- 9.1 There are no financial implications to this report.

**10 REGIONAL/STRATEGIC IMPLICATIONS**

- 10.1 Adoption of the draft Terms of Reference demonstrates Council's continued commitment to access, inclusion and equity within the region.

**11 CONSULTATION**

- 11.1 In reviewing the Terms of Reference, consultation was undertaken with the existing Access and Equity Advisory Committee and Council Units including Aged and Disability Support Services, Social and Community Services and Strategic Governance.

**12 COMMUNICATIONS STRATEGY**

- 12.1 The updated Terms of Reference will be promoted as part of the Expression of Interest Process.

**OFFICER'S RECOMMENDATION**

That Council:

- (A) **Endorse the updated Access and Equity Advisory Committee draft Terms of Reference as provided in Attachment 1 of this report;**
- (B) **Endorse that an Expression of Interest process be conducted in March 2016 seeking membership of the 2016-2018 term of the Access and Equity Advisory Committee; and**
- (C) **Note that a further report will be prepared for Council, seeking endorsement of the proposed membership of the 2016-2018 Access and Equity Advisory Committee.**

**MOVED: KLEINERT  
SECONDED: GALBALLY**

**That the Recommendation be adopted.**

**CARRIED**

"Refer Attachments"

Attachment 1: *Draft Access and Equity Advisory Committee Terms of Reference, February 2016.*

\* \* \* \* \*





**Manningham City Council  
ACCESS & EQUITY ADVISORY COMMITTEE**

**DRAFT February 2016**

**Terms of Reference**

(Trim Ref: D15/86450)

**1. Introduction**

Advisory committees advise Council about a range of community and social issues that may influence policy, service and program development. They assist Council to identify, articulate and respond appropriately to new and emerging issues and to implement corporate policies/plans that benefit the community. Advisory Committees do not have power to make policy decisions and are not legally responsible for the recommendations they make to Council.

Manningham City Council endeavours to create a diverse, accessible, inclusive community through continual improvement within its operations and planning; and actively encourages a collaborative, diverse, responsive and inclusive community.

The Manningham Access and Equity Advisory Committee (the committee) was established in 2003 to consider the needs of people from culturally and linguistically diverse (CALD) backgrounds and the needs of people with a disability and their carers. In 2014 the scope of the committee was broadened to also consider the needs of people from other diverse backgrounds including people who identify as being gay, lesbian, bi-sexual, transgender or intersex (GLBTI) as well as issues of gender equity.

The *Access, Equity and Diversity Strategy (2014-2017)* provides our strategic framework and will guide the work of this committee. In particular it focuses on how Council will promote and celebrate diversity and address access and social inclusion issues. It represents Council's commitment to human rights and its values of freedom, respect, equality and dignity; it complements the *2013 – 2017 Council Plan* and *Generation 2030* community vision; and it encompasses Council's *Disability Access and Inclusion Plan*.

As the tier of government closest to communities, local government has a critical role to play in making our community environments as healthy and safe as possible, free of prejudice and discrimination. Improving the quality of life of people from diverse backgrounds requires the collaboration and partnership of the whole of Council, the community and State and Federal Government.

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[www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)



## 2. Purpose of the Committee

The Manningham Access and Equity Advisory Committee will provide advice on the development and implementation of the Manningham *Access, Equity and Diversity Strategy* and its annual Action Plan.

The Committee will advise Council on local issues, service delivery and planning in relation to diversity, access and inclusion to promote improved access, equity and inclusion within Council and the wider community.

The Committee's focus will be on people living, working, studying or having a connection to Manningham who:

- have disabilities and / or are a carer;
- are from a diverse cultural, linguistic and/or religious background;
- are gay, lesbian, bisexual, transgender or intersex; and on
- supporting gender equity.

## 3. Role of the Committee

The role of the Committee is to act as a forum for the exchange of ideas to assist in the development and implementation of the Manningham *Access, Equity and Diversity Strategy*.

In particular the group will:

- provide input and feedback on policy, research and projects relating to diversity, access and inclusion for all people working, studying or having a connection to the Manningham community, with a particular focus on enhancing the lives of people from diverse backgrounds;
- provide advice to Council about current and emerging diversity, disability and inclusion needs and issues in Manningham and make recommendations to Council regarding appropriate responses to these issues;
- provide information on access and equity related strategies, events, programs and policies;
- advise of relevant and emerging issues in the community including providing appropriate and relevant data and evidence;
- discuss and share relevant information on diversity, access and equity issues;
- provide linkages between Council, organisations and people within the City of Manningham on issues of diversity, access, equity and inclusion;



- receive feedback from Council officers on the outcomes of Access and Equity Advisory Committee comments on Council policies and plans in a timely manner; and
- monitor the effectiveness of the implementation of the *Access, Equity and Diversity Strategy* through contribution to the development and review of annual action plans.

Members will have the opportunity to put forward topics for discussion as agenda items.

#### 4. Decision Making

The decision making role of the committee is limited to advising and making recommendations to Council regarding local access and equity issues.

#### 5. Membership of Committee

The committee will consist of up to twenty (20) members.

Membership on the Access and Equity Advisory Committee is voluntary, time limited and may include residents and/or representatives of organisations that provide services in Manningham.

As far as possible, there will be a balance in representation within the following categories (this will equate to up to approximately ten representatives per category):

- Community/Consumer/Individual representatives who are living, working, studying in or have a connection to Manningham and have a commitment to and knowledge in creating accessible, inclusive and equitable outcomes in one or more of the following areas:
  - People with disabilities
  - The carer of someone with a disability
  - People from culturally and linguistically diverse (CALD) and religiously diverse backgrounds
  - People who are gay, lesbian, bisexual, transgender or intersex
  - Social inclusion
  - Gender equity
- Community organisational / Agency representatives who are from local or peak organisations and have a commitment to and knowledge in creating diverse, accessible, inclusive and equitable outcomes in one or more of the following areas:
  - People with disabilities



- The carer of someone with a disability
  - People from culturally and linguistically diverse (CALD) and religiously diverse backgrounds.
  - People who are gay, lesbian, bisexual, transgender or intersex
  - Social inclusion
  - Gender equity
- Council will appoint one Councillor representative to the Committee. That Councillor will be the Chair of the Committee.

#### **6. Appointment of Membership of the Committee**

- Nominations for appointment for a 2 year term as Community / Individual representative or Community organisational / Agency representative shall be called by public notice in the local media, Council website, and by letter to relevant local or peak community organisations.
- Nominees shall nominate in writing to Council within the advertised nomination period on the Council's Access and Equity Advisory Committee Nomination Form.
- Nominees must hold a commitment to improving community access and equity of people with disabilities and/or people from diverse backgrounds and advocate on their behalf.
- Nominees may be interviewed by Council.
- Appointments to the Committee will be made by Council, except in instances of replacement membership mid-term.
- In the event that a committee member needs to resign or is absent without leave for three or more meetings, their membership may be terminated. In such instances, nominations for a replacement candidate may be sought. The vacancy must be advertised in the local media and on Council's website and the successful applicant will be appointed to the Committee by the Chair of the Committee.
- Community representative membership will be appointed to specific individuals.
- Community organisational membership will be appointed to appropriate organisations with a specific organisational representative nominated as the primary attendee. In the event that this representative is not able to attend a meeting, a suitable substitute representative may be nominated by the organisation.
- Representatives can renominate after their term, in accordance with the nomination procedure process.



### **7. Term of Membership (Tenure) of the Committee**

The Committee has a two-year tenure. Tenure is subject to members maintaining their current employment role or community status and compliance with the Terms of Reference.

### **8. Chair of the Committee**

Meetings will be chaired by its Councillor appointee. In the event that the chairperson is absent, the meeting will be chaired by a representative of Council.

### **9. Meeting frequency, duration and location**

- Meetings will be held on the 1st Monday of every second month for approximately 2 hours.
- Meetings will be held at the Manningham Civic Centre (Council offices) at 699 Doncaster Road, Doncaster 3108.

### **10. Confidentiality and Privacy**

- Members have an obligation not to disclose any materials or information that is not available to the public, unless approved by the Chair or a representative of Council.
- All Committee discussions should comply with the requirements under the Privacy Act and its principles.

### **11. Administrative support**

- Council officers from the Social and Community Services Unit will resource the Committee and provide relevant secretariat support.
- The Committee will have access to Council staff with expertise relevant to the item being advised on by the Committee.

### **12. Transparency and Accountability**

- Agendas and meeting papers will be distributed to Committee members one week prior to the meeting.
- Minutes of the Committee meetings will be circulated to Committee members two weeks after the meeting.



**13. Monitoring and Feedback**

- Actions will be minuted and reported back to the Committee in a timely manner.
- Comments provided by the Committee on Council matters will be considered by the appropriate units of Council and outcomes will be reported back to the Committee in a timely manner.

**14. Evaluation and Review**

At the end of each term of the Committee, there will be a review of the Access and Equity Advisory Committee Terms of Reference and its role.

DRAFT

## **13. CORPORATE SERVICES**

### **13.1 Documents for Sealing - 1 March 2016**

Responsible Director: Strategic Governance

File No. .

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

#### **SUMMARY**

*The following documents are submitted for signing and sealing by Council.*

#### **1 BACKGROUND**

- 1.1 The Council's common seal must only be used on the authority of the Council or the Chief Executive Officer under delegation from the Council. An authorising Council resolution is required in relation to the documents listed in the Recommendation section of this report.

#### **OFFICER'S RECOMMENDATION**

**That the following documents be signed and sealed:**

**Consent Agreement to Build Over an Easement  
Section 173 of the Planning and Environment Act 1987  
Council and S, A, I & A Tutek  
5 Rooney Street, Templestowe Lower**

**Consent Agreement to Build Over an Easement  
Section 173 of the Planning and Environment Act 1987  
Council and P A & D Hayes  
2/7 Bullen Street, Doncaster East**

**Consent Agreement to Build Over an Easement  
Section 173 of the Planning and Environment Act 1987  
Council and O & C Turksoy  
14 Larkspur Avenue, Doncaster**

**Deed of Renewal and Variation of Lease  
Council, Donvale and Templestowe Horse and Pony Club Inc and Donvale Adult  
Riding Club Inc  
Part 284-312 Reynolds Road, Donvale and Part 127A Tindals Road, Donvale**

**Lease – Section 17D of the Crown Land (Reserves) Act 1978  
Council, Wonga Park Tennis Club Inc and Department of Environment, Land, Water  
and Planning  
Part Crown Allotment 11B and Part Crown Allotment 11D, Parish of Warrandyte (Old  
Yarra Road, Wonga Park)**

**MOVED: DOWNIE  
SECONDED: GRIVOKOSTOPOULOS**

**That the Recommendation be adopted with the addition of the following agreements:**

**Consent Agreement to Build Over an Easement  
Section 173 of the Planning and Environment Act 1987  
Council and J D & B K Lipton  
17 Somerville Street, Doncaster**

**Consent Agreement to Build Over an Easement  
Section 173 of the Planning and Environment Act 1987  
Council and I & K Cvitkovic  
84 Canopus Drive, Doncaster East**

**CARRIED**

**\* \* \* \* \***



**14. CHIEF EXECUTIVE OFFICER****14.1 Quarterly Organisational CEO Report - Quarter 2 (October - December) 2015**

Responsible Director: Strategic Governance

File No. T16/4

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

**SUMMARY**

*The Quarterly Organisational CEO Report is a new reporting initiative that aims to:*

- 1. Streamline the reporting requirements under the Local Government Performance Reporting Framework (LGPRF)*
- 2. Monitor and track key aspects of council's performance for continuous improvement purposes*
- 3. Highlight Council's services, activities and achievements.*

*The Quarter 2, 2015 Report is presented to be received and endorsed.*

**1 BACKGROUND**

- 1.1 The CEO Organisational Quarterly Report incorporates key aspects of current reporting in a streamlined approach, as well as highlighting council performance and achievements across a broad range of activities.
- 1.2 The first Report of this nature was presented and endorsed at the Council in November 2015.
- 1.3 The Report has been developed to:
  - a) Streamline current reporting to meet the requirements under the Local Government Performance Reporting Framework (LGPRF). The LGPRF requirements this report will meet include:
    - Council Plan reporting (report reviewing the performance of the Council against the Council Plan, including results in relation to strategic indicators, for the first six months of the financial year)
    - Financial reporting (quarterly report to Council comparing budgeted revenue and expenditure with actual revenue and expenditure)
    - Risk reporting (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)
    - Performance reporting (six-monthly reports of indicators measuring the results against financial and non-financial performance).

- b) Monitor and track key aspects of Council's performance for continuous improvement in quality, effectiveness and efficiency:
  - EMT and Managers have put forward indicators to depict key areas of activity. Work will continue to ensure that the information provided strengthens its focus on productivity, efficiency and effectiveness.
  - 2014/15 data is shown where available for comparison over time in the indicator sets. More detail on particular circumstances can be provided for accurate comparison and analysis in areas of interest.
- c) Promote Council performance and achievements across a broader range of services and activities:
  - It is timely to promote the value, quality and breadth of activities and services that Council is providing its residents, particularly in light of the potential impact of rate capping and the launch of the 'Know Your Council' State Government website.

## **2 PROPOSAL/ISSUE**

- 2.1 The report will be produced on a quarterly basis for Council (September, December, March, June) in collaboration (as required) with Assets and Engineering (Capital Works Report), People Culture and Risk (Risk Report and Risk Register) and Finance (Finance Report).
- 2.2 The report format aims to be easy to read for Council and the community. To keep the report concise, council services and activities not included in the indicator information are featured in achievements and activities.
- 2.3 The reports tracks the major initiatives and initiatives published in the Strategic Resource Plan. These are tracked against a common accumulative target of 25% per quarter, aiming at 100% achievement of the goal by the end of Quarter 4.

### **OFFICER'S RECOMMENDATION**

**That the Quarterly Organisational CEO Report format be received and endorsed.**

**MOVED: O'BRIEN  
SECONDED: HAYNES**

**That the Recommendation be adopted.**

**CARRIED**

"Refer Attachments"

- Quarterly Organisational CEO Report - Quarter 2 (October - December) 2015.

\* \* \* \* \*

## MANNINGHAM CITY COUNCIL



## QUARTERLY ORGANISATIONAL CEO REPORT

## 1. SUMMARY

QUARTER 2 (OCTOBER – DECEMBER) 2015

This report features a selection of activities, achievements and challenges at Council over the last three months of 2015, and into the near future. It includes performance results on service delivery in key areas. While not all of our activities are included, I hope this report gives a greater understanding of the breadth, quality and timeliness of the services we provide to the Manningham community.



Joe Carbone, CEO

## KEY STRATEGIC ACTIVITIES

- Manningham's motion to the Municipal Association of Victoria to advocate on behalf of residents for improvements in the Victorian Building Authority (VBA) with more than 90 per cent of Councils in support. The motion received print and radio coverage as well as a meeting with the head of the VBA, Prue Digby.
- Secured external funding including: Department of Justice & Regulation for Graffiti prevention at Doncaster Reserve (\$24,720), Living Rivers for Water Sensitive Urban Design) for Mullum Mullum Stadium (\$81,125) and Menzies Stronger Communities for four local community infrastructure projects (\$30,000)
- Following strong advocacy from the community, education and local government sectors, the State Government announced the continuation of School Focused Youth Service funding.
- **20 of the 24** Initiatives in the 2015/16 Strategic Resource Plan are on track for successful completion, including three initiatives that are tracking ahead of schedule. Five of the six major initiatives are on schedule for successful completion.
- Councillor Jennifer Yang was elected Mayor of Manningham for 2015/16 and Councillor Dot Haynes as Deputy Mayor. It will be Cr Yang's second term as Manningham Mayor having held the position in 2012/13 and Deputy Mayor in 2011/12.
- A submission has been made to Plan Melbourne Refresh as the guiding planning strategy for the State Government. The submission will be presented to the upcoming Council meeting and has included the need to:
  - Better address environmental climate change and affordable housing
  - Identify Doncaster Hill as a Major Activity Centre to provide greater opportunity/incentive to attract business activity job creation, and improved public transport
  - Improve public transport including a heavy rail line extension to Doncaster Hill.
- Council's submission to the Local Government Act review in December 2015 advocated for stronger support of Council operations, streamlining planning and reporting requirements, the role of local government and ways to strengthen partnerships with the State and Federal Government.
- Council staff participated in the Doncare's Christmas Food Voucher appeal raising \$1,176.60. The Food Voucher appeal allows families in need to have the dignity to choose their own food for Christmas and its funding is completely dependent on the donations made by the community'.

## SECTOR NEWS

- The Local Government (Fair Go Rate Cap) Act rate capping to be implemented for the 2016-17 financial year.

## 2. FINANCIAL REPORT

Detailed in Attachment 1

As preparation for the 2016/17 Budget and Strategic Resource Plan commences Council's financial position reflects an overall positive performance against the operating budget, particularly through the raising of additional revenues, with expenses and depreciation are favourable.

## 3. CAPITAL WORKS REPORT

Detailed in Attachment 2

The value of works completed at end of December is \$13.725 million, which is \$1.832 million (15.4%) above the YTD Budget of \$11.893 million and \$0.051 million (0.4%) above the YTD Forecast amount of \$13.674 million.

**PLANNING AND ENVIRONMENT**

BUILDING | ECONOMIC DEVELOPMENT | ENVIRONMENTAL HEALTH | LOCAL LAWS | STATUTORY PLANNING

**Key Achievements – Quarter 2**

- ✓ First issue of Invigorate, Manningham’s new seasonal health and lifestyle magazine includes the latest news on sport, recreation, health and wellbeing.
- ✓ Amendment C109 Improving Flood Management in Manningham has resulted in more than 432 submissions and more than 3,300 visits were recorded to Councils website.
- ✓ Annual Spring Outdoors and Walktober events were well attended.
- ✓ 78 premises received a 5 Star Food Safety Excellence Awards with the top 5 highest performers attending an award ceremony.
- ✓ Feedback received for the preparation of Management Plans for Lawford Reserve (34), Koonung Park (38) and Ruffey Creek Linear Park (278).
- ✓ Consultation on the draft Tunstall Square Streetscape Masterplan resulting in 103 submissions.
- ✓ Feedback received on proposed upgrades for Schafter Reserve (33) and Sharon Reserve (51) and on a new playspace at Westwood Reserve (34) as part of the Neighbourhood Park Development Program.
- ✓ Manningham Business Excellence Awards held with ‘Top to Toe Health’ overall Business of the Year 2015.



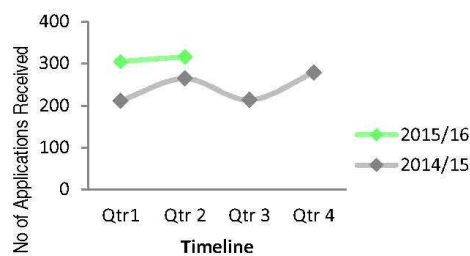
**Key Activities – Quarter 3**

- Expression of Interest for management of the Warrandyte Market.
- Public exhibition of an Amendment to the Manningham Planning Scheme to introduce an Environmentally Sustainable Development Policy.
- Public exhibition of road closure of Beverley Street entrance to Tunstall Square Activity Centre
- Annual registration of animals with online payments available.

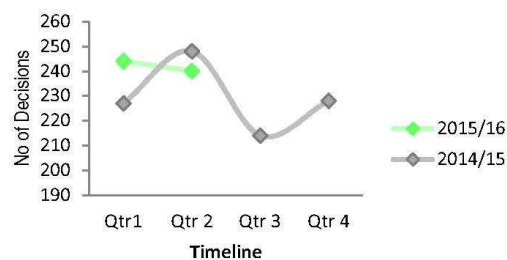
**Key Organisational Indicators**

**STATUTORY PLANNING**

1. Number of Planning Applications Received

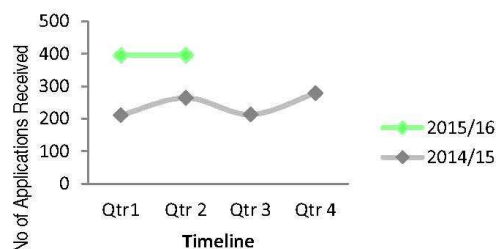


2. Number of Planning Decisions Made

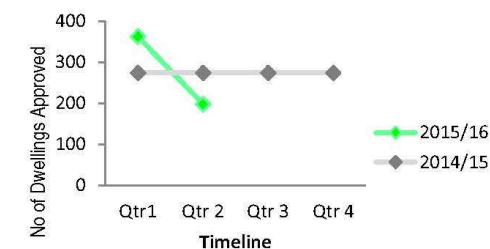


**BUILDING**

3. Number of Building Permits Issued in the Municipality



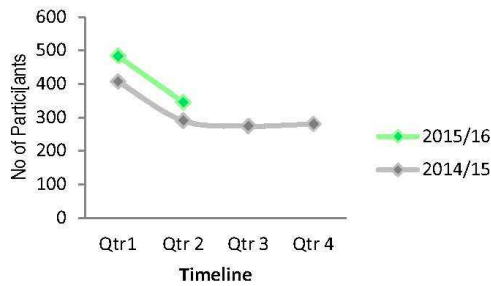
4. Number of Residential Dwellings Approved



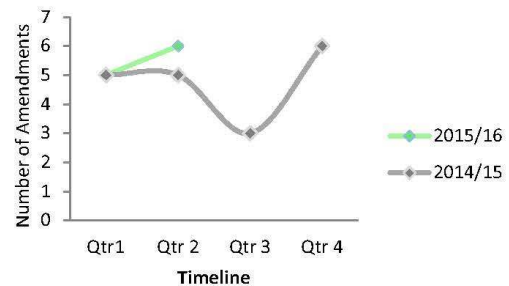
2014/15 is the annual figure.

ECONOMIC DEVELOPMENT

5. Participation in Business Development Activities



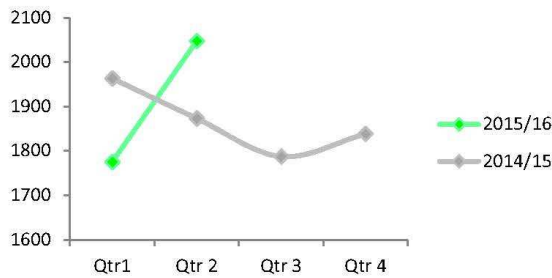
6. Number of Planning Scheme Amendments in Progress



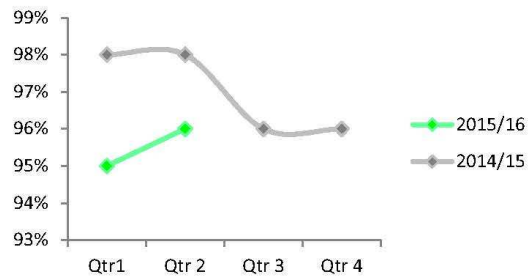
Over 14 events held including the Manningham Business Excellence Awards

LOCAL LAWS

7a. Number of Local Law Requests Received

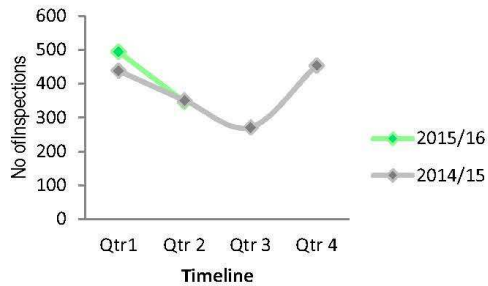


7b. Percentage of Local Law Requests Resolved in Time

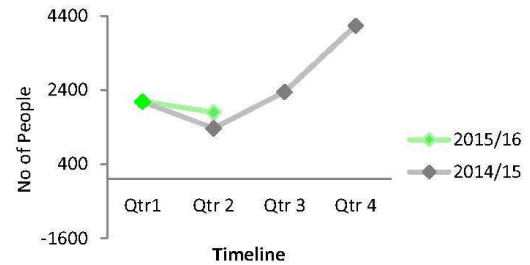


ENVIRONMENTAL HEALTH

8. Number of Food Premises Inspections

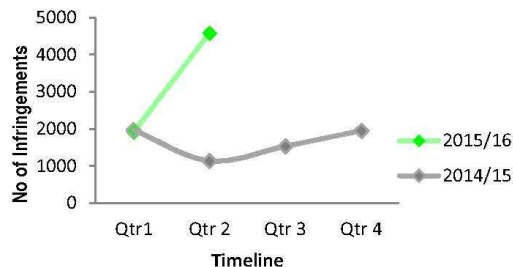


9. Number of People Immunised

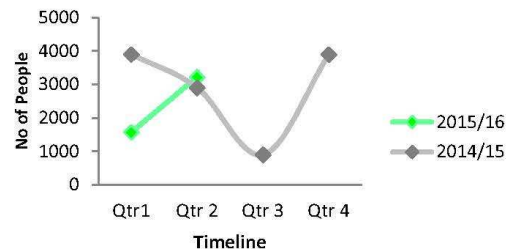


ENVIRONMENTAL

10. Number of Parking Infringements Issued



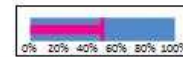
11. Participation in Environmental Activities



Planning and Environment			
MAJOR INITIATIVES AND INITIATIVES			
	Initiative	Progress	Target
	<p><b>1. Mullum Mullum Creek Linear Park (Major)</b>                      GOAL: <i>Commence construction of the final one kilometre section of the Mullum Mullum Trail between Park and Heads roads.</i></p>		
Action	<p>Following the issue of the planning permit, the land along the creek is now undergoing transfer to Council. Native vegetation offset credits are purchased, approval of bridge crossing and in-stream works has been granted and the tender contract for construction awarded. Construction works are on schedule to commence at the Heads Road end in February 2016.</p>		
	<p><b>2. Warrandyte township heritage plaques</b>                      GOAL: <i>Installation of at least five heritage plaques by June 2016.</i></p>		
Action	<p>Two quotes have been obtained for the plaques. The Warrandyte Historical Society has confirmed properties that are the most appropriate for the plaques to be installed. The Historical Society will seek support from the business owners in the coming month, and prepare the content.</p>		
	<p><b>3. Engagement, monitoring and management services to support a sustainable environment</b>                      GOAL: <i>Achievement of annual targets for 18 major natural environment projects, five major stewardship and education projects and seven major sustainability projects by 30 June 2016.</i></p>		
Action	<ul style="list-style-type: none"> <li>▪ <i>Natural Environment:</i> \$20,000 grant received for Threatened Species in partnership with Middle Yarra Landcare Network; continued with Nature Walks (Eucalypt Walk); Environment Seminars (Native Bees and 50 Years of Observations at 100 Acres). Landcare Spring plantings and Waterwatch training sessions for volunteers.</li> <li>▪ <i>Environmental Education</i> including Veggie Patch Kids; Fish and Fungi Seminars; Wattles and Yarra Brae to Jumping Creek Nature Walks, Spring Outdoors program and 'Breakfast with the Birds' activity. Smart Living Program for 2016 decided. Better Living programs on composting and Worm Farms was attended by 120 people</li> <li>▪ Spring Outdoors with Murrumbidgee and Banyule Councils saw 150 people <i>stargazing</i> and Veggie Patch Kids sessions.</li> <li>▪ <i>Sustainability:</i> Ecofootprint aligned with Carbon Action Plan. Food Security Plan drafted and <i>Positive Change</i> continues.</li> </ul>		
	<p><b>4. Implement the Open Space Strategy</b>                      GOAL: <i>Implementation of the high priority actions of the Open Space Future Needs Plan by 30 June 2016. Additional community events and programs to promote the use of local open space held by June 2016.</i></p>		
Action	<p>Open Space Future Needs Plan has progressed significantly, and is now awaiting the findings of a consultancy regarding developer open space contributions and associated planning scheme amendment requirement:</p> <ul style="list-style-type: none"> <li>▪ Open Space in Tullamore Development is progressing well and works have commenced on Stage 1</li> <li>▪ Consultation on the Lawford Reserve Development Plan has been completed and a design commenced.</li> <li>▪ Urban Plaza at Wetherby Reserve design has commenced and will be a collaboration between open space planning and urban design. Works to be funded over two financial years.</li> </ul>		
	<p><b>5. Environmentally Sustainable Design (ESD) Policy proposed Planning Scheme Amendment</b>                      GOAL: <i>Preparation, exhibition and panel hearing held in relation to an amendment to the Manningham Planning Scheme to introduce an ESD Policy by 30 June 2016.</i></p>		
Action	<p>The Environmentally Sustainable Design ESD Policy was considered by Council at the December 2015 meeting. Authorisation to exhibit the planning scheme amendment will be sought on 22 December 2015, and it is anticipated that the amendment will be placed on exhibition in mid-February 2016.</p>		
	<p><b>6. Manningham Residential Strategy (2012) Implementation</b>                      Commencement or progression of 90% of short term actions by 30 June 2016.</p>		
Action	<p>The short term actions of the Residential Strategy continue to be implemented. Amendment C110 was adopted by Council in October and forwarded to the Minister for Planning for approval on 30 October. The amendment proposes to review Clauses 22.04 and 22.05. Amendment C109, which seeks to update flooding overlays throughout the municipality was exhibited until 24 December 2015. Streetscape works are progressing in accordance with the Tunstall Square Structure Plan, and research has been undertaken to assist with determining an appropriate open space contribution.</p>		

**7. Active for Life Strategy Implementation**

GOAL: Delivery of six diverse recreation programs that encourage our community to be more physically active in our parks and open spaces by 30 June 2016



Action

There has been a range of programs that have either commenced or continued. These have been well supported by the community and include:

- ◆ A fitness hub area with exercise stations, and seated exercises at the Plaza Park (in partnership with Vic Health). Programming has included fitness circuits facilitated by a qualified Aquarena instructor, Lawn Bowls games in partnership with Doncaster Bowls Club and modified sports games for kids during the school holidays.
- ◆ Initial planning has commenced for Dorney Reserve Management Plan and Koonung Reserve Management Plan including a site visit, development of a site context plan and scoping for the initial community consultation.
- ◆ Walktober was successful with a \$10,000 from Vic Health to implement a range of Walk to School activities to increase the numbers of children and families walking and riding to school. Activities included a Walk to School Video developed with support from Serpell and Park Orchards Primary Schools, and available on social media.

**8. Economic Strategy Implementation**

GOAL: Development and commencement of implementation of a Visitor and Tourism Marketing Plan by 30 June 2016



Action

Focus is now on implementing the Visitor and Tourism Marketing Plan. For the quarter activities have included:

- ◆ Council has partnered with the six other Councils of Melbourne East to form the Melbourne East Regional Economic Development Group. This initiative has support from both State Government and Regional Development Australia Melbourne East Committee. The goal of MEREDG is to support the Regional Investment Attraction Strategy and help to unite and develop Melbourne East in alignment to its strengths.
- ◆ Council brokered a partnership with Deakin University to establish work experience opportunities for creative arts students. These projects created marketing and promotional material for Tunstall Square traders. This model is planned to be replicated to other centres in the municipality into the future.
- ◆ The redeveloped Manningham Business website is almost complete. The website aims to increase the capability of Council to communicate with business broadly and promote the wide ranges of services available in the City.
- ◆ A Tourism Forum was held in November and included guest presentations from Destination Melbourne and Yarra Ranges Tourism. This was the initial stage of creating increased opportunities to work with Tourism operators and destinations in Manningham.

## COMMUNITY PROGRAMS

AGED & DISABILITY SUPPORT SERVICES | COMMUNITY SERVICES | CULTURAL EVENTS | LIBRARY SERVICES | MATERNAL AND CHILD HEALTH

### Key Achievements – Quarter 2

- ✓ The Plaza Park community space activation project, funded by VicHealth, continued in Quarter 2 with five key events delivered, including large collaborations with the Australian Ballet and Circus Oz, that saw approximately 2700 people attend. A number of Community-led events, supported by Council, were also delivered during this quarter, including the Onemda Association's 'pARTicipate' International Day of People with Disability' event and activities in recognition of Mental Health Week.
- ✓ In celebration of the Victorian State Government's National Seniors Week, the annual Seniors Morning Tea and a music concert were delivered that attracted a total of 470 people.
- ✓ Despite the cold weather, approximately 6,000 people attended the annual Carols by Candlelight event at Ruffey Lake Park.
- ✓ The annual White Ribbon event, attended by approximately 150 people, highlighted the prevalence of violence against women in the community and specifically the impact of violence against women with a disability and the importance of advocating for their rights.
- ✓ Launch of INVIGORATE a quarterly health and lifestyle newsletter providing information and news on how the community can become involved, connected and active in the community.
- ✓ There were 174 businesses who attended an Inclusion@Work Business Breakfast which featured a number of employers and recruitment services who highlighted opportunities to increase employment for people with disabilities.
- ✓ The School Focussed Youth Service provided a number of professional development workshops for teachers and youth workers to support vulnerable and at risk young people.
- ✓ The Maternal and Child Health Service introduced Circle of Security Groups an eight week program for parents to enhance and strengthen their relationship and interactions with their children



### Key Activities – Quarter 3

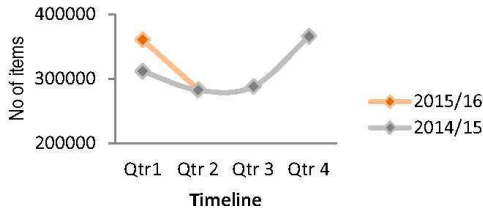
- In celebration of Australia Day, a community event will be held on Tuesday 26 January featuring live Aussie music, farmyard animals, free barbeque and kid's entertainment.
- Supported by the Australia Day Council (VIC), Manningham Council will announce and make presentations to the successful recipients of the 2016 Manningham Citizen and Young Citizen of the Year Awards at its Australia Day Citizenship Ceremony.
- In partnership with the Federation of Chinese Associations (VIC) a free community event in celebration of the Chinese Lunar New Year will be held on Sunday 7 February.
- As part of the continuing Plaza Park Project, three music and dance events and circus workshops in collaboration with the Arts Centre Melbourne and Circus Oz to be delivered in February.
- The annual International Women's Day event, with this year's theme 'Women inspiring Women', will be held on Sunday 6 March featuring key note speaker Professor Gillian Triggs, President of the Australian Human Rights Commission.
- The Manningham Art Gallery will host a ceramic exhibition by one of Australia's most significant ceramic artists, Ted Secombe, from 2 to 24 March.



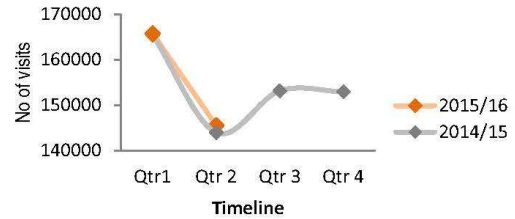
Key Organisational Indicators

LIBRARIES

14. Number of Items Borrowed

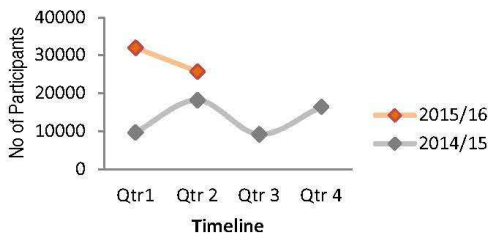


15. Number of Library Visits



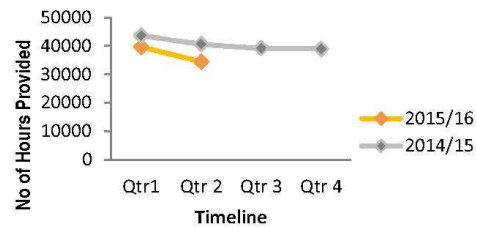
CULTURAL SERVICES

12. Participation in Cultural Programs and Events



AGED & DISABILITY SERVICES

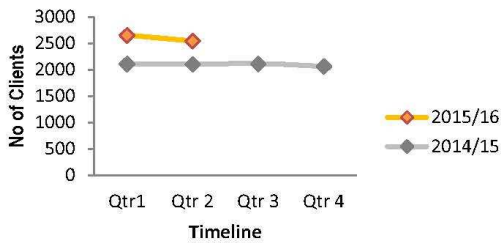
16. Hours of Services Provided



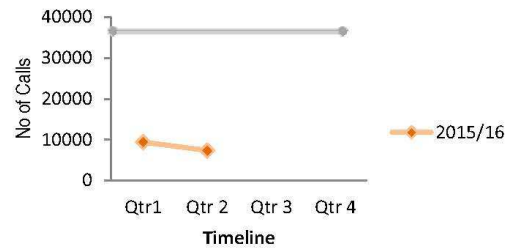
Decrease due to reduced service levels in December and also reduced service activity for PAG Core and high service closure.

AGED & DISABILITY SUPPORT SERVICES



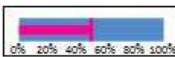

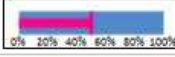

17. Total Number of ADSS Clients



18. Number of Aged Care Contact Calls Received



2014/15 is annual figure. 2015/16 is the Quarter 1 and 2 result.  
Note: This indicator number for Qtr 1 was previously misprinted.

MAJOR INITIATIVES AND INITIATIVES			
	Initiative	Action	Target
	<p><b>9. Implementation of Live Well in Bulleen Community Strengthening Project (Major)</b>                      GOAL: <i>Project preparation of a research paper and implementation of one local community strengthening initiative by 30 June 2016.</i></p>		
ACTION	Action Plan developed including review of relevant Council plans and strategies, internal consultation liaison with relevant Council Service units and key community stakeholders. Ongoing liaison with Hub@ Ajani Reference Group on activating the precinct with ideas including community events and funding opportunities. Exploring opportunities for community services presence at Bulleen Plaza.		
	<p><b>10. Home and Community Care (HACC) Program Transition and Review</b>                      GOAL: <i>To monitor and evaluate all 2015/16 actions in relation to the HACC program transition to the Commonwealth Home Support Program. By 30 June 2016:</i></p> <ul style="list-style-type: none"> <li>▪ <i>Develop a partnership model with respective councils in the Eastern Region for the Regional Assessment Service</i></li> <li>▪ <i>Conduct ADSS Service review to best manage Community Care resources</i></li> <li>▪ <i>Complete Commonwealth requirements for the transition of the HACC program to the Commonwealth Home Support Program.</i></li> </ul>		
ACTION	<ul style="list-style-type: none"> <li>▪ Proposed Regional Assessment Services - the requirement for a RAS model is being redeveloped by the State Government following significant issues emerging from a State/Municipal Association of Victoria trial. However, Manningham continues to collaborate with Eastern Region Councils on transition issues and approach.</li> <li>▪ Aged and Disability Support Service Review commenced and presented to CEO and Director, Community Programs.</li> <li>▪ Following regional information sessions, continuing to work with Commonwealth and State Governments on full transition scheduled for July 2016.</li> </ul>		
	<p><b>11. Feasibility study for the future relocation of the Bulleen Library.</b>                      GOAL: <i>Completion of the feasibility study report by 30 June 2016.</i></p>		
ACTION	A Library Feasibility Reference Group meeting was held in December 2015. A Terms of Reference was adopted and the Draft Project Plan and Consultants Brief presented to participants for feedback. The next meeting will be held in February 2016.		

**ASSETS AND ENGINEERING**

PARKS AND RECREATION | ROADS | WASTE | CAPITAL WORKS | STRATEGIC PROJECTS

**Key Achievements – Quarter 2**

- ✓ Construction of the proposed multi-use stadium at Mullum Mullum Reserve moves beyond planning stage.
- ✓ A number of shared pathways were completed to promote community health and safety and connectivity including a shared pathway in Doncaster Reserve, safe crossing point on George Street and connecting shared paths to Ruffey Lake Park and linking the Ruffey Creek Trail and Doncaster Hill.
- ✓ Awarded the new Waste Collection Service to SOLO Resource Recovery to commence 1 July 2016, resulting in significant savings in waste collection and transportation cost of approx \$1.1 M during next financial yr and 5.0 M over the 4yr SRP period.
- ✓ Works to the Aquarena facility are continuing to schedule with all former pools now in operation in time for summer.
- ✓ Public Transport Users Association award to the Doncaster Rail Community Advocacy Steering Committee
- ✓ Successful delivery of fire awareness community forum in partnership with PORA and CFA
- ✓ Stage 1 plans and scope for Fire Display Garden complete. Implementation scheduling underway.
- ✓ Heatwave and summer season awareness briefing delivered in partnership with ADSS.
- ✓ Warrandyte summer awareness forum delivered in partnership with Nillumbik, WCA, Vic Roads, CFA, Victoria Police and EMV.

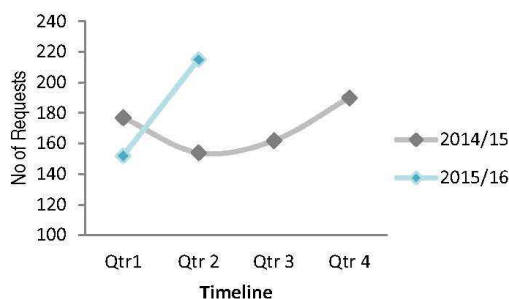
**Key Activities – Quarter 3**

- The development of an engagement/disaster resilience strategy and implementation plan for the Manningham community.
- Ongoing implementation of education and awareness programs in partnership with emergency management agency's /organisations.
- Mullum Mullum Highball Stadium planning permit submission period closes.
- Mullum Mullum Reserve Management Plan Stage 1 works to commence.
- Near completion of Aquarena upgrade works.
- Award of mobile garbage bin supply contract.
- Completion of annual road reseal program.
- Handover of reconstructed Stintons Reserve oval to clubs.
- Completion of Tindals Road Stage 2 works.
- Award contract for new Asset Management System.
- On-site verification of around 450 submissions to the proposed Land Subject to Flooding Overlay.

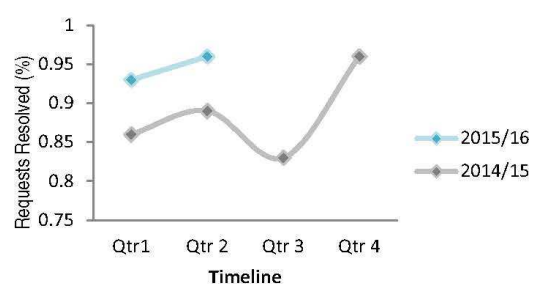
**Key Organisational Indicators**

**ROADS**

21. Number of Roads Service Requests

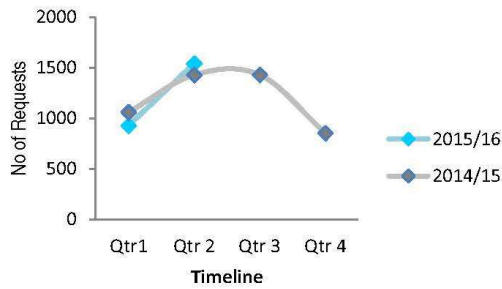


22. Percentage of Roads Service Requests Resolved in Time

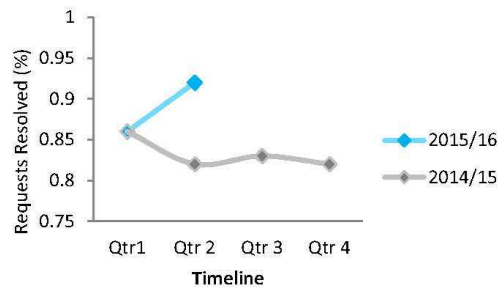


**PARKS**

23. Number of Parks Service Requests

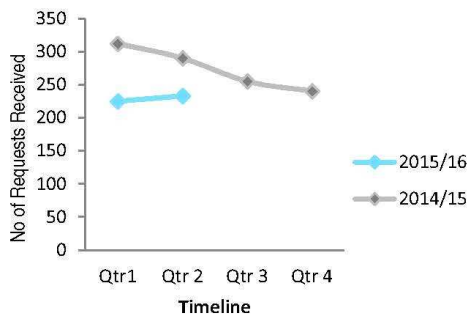


24. Percentage of Park Service Requests Resolved in Time

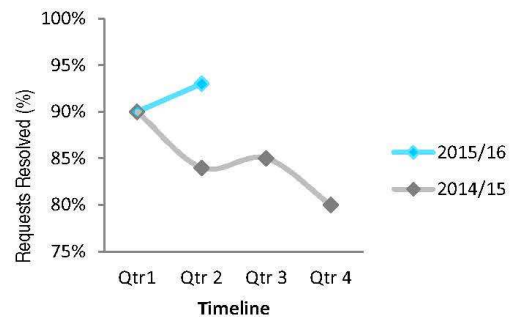


**DRAINS**

25. Number of Drain Service Requests

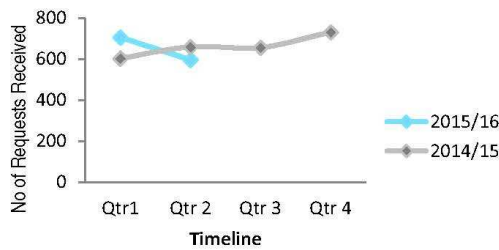


26. Percentage of Drain Service Requests Resolved in Time

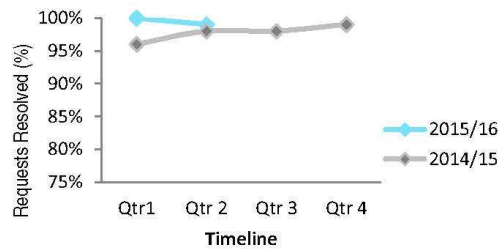


**BUILDING**

27. Number of Building Service Requests

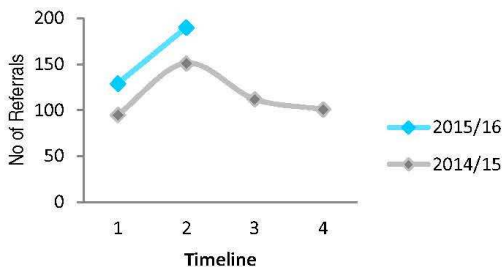


28. Percentage of Building Service Requests Resolved in Time

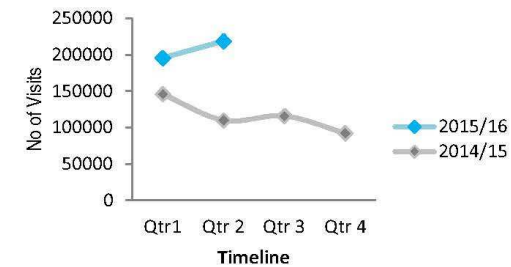


**AQUATIC FACILITIES**

29. Planning Applications Referred to Engineering



30. Number of Visits to Aquatic Facilities



Redevelopment over 14/15 has impacted access to the facility.

Assets and Engineering			
MAJOR INITIATIVES AND INITIATIVES			
No.	Initiative	Progress	Target
<b>Transport Advocacy (Major)</b>			
12.	GOAL: <i>Briefing to key members of parliament on Manningham transport priorities by 30 June 2016. Work with Public Transport Victoria (PTV) to facilitate implementation of PTV's new bus network for Manningham by 30 June 2016.</i>		
ACTION	Advocacy on Doncaster Rail is continuing with investigation of potential improvements to the bus network, in cooperation with the bus operator, Transdev, and a potential Bus Rapid Transit (BRT) proposal for Doncaster for delivery by 2019. A new Integrated Transport Advisory Committee (ITAC) will be established in March 2016 to continue community advocacy.		
<b>Aquarena Aquatic and Leisure Centre (Major)</b>			
13.	GOAL: <i>Implementation of the Aquarena Masterplan, Stages 4 to 6 to be completed by 30 June 2016</i>		
ACTION	The implementation of stages 4, 5 & 6 of the Aquarena Aquatic and Leisure Centre Master Plan is progressing well with key milestones met. In October 2015, the indoor pool hall reopened after closure in Term 3 for extensive renovation works with all pools now in full operation. The outside cladding is constructed and internal 'fit out' works are well underway. Work to the external forecourt has commenced and will continue over the next 3-4 months.		
<b>Mullum Mullum Stadium (Major)</b>			
14.	GOAL: <i>Have obtained planning approval, and have publically tendered the construction contract for the Stadium by 30 June 2016</i>		
ACTION	The planning permit for the Mullum Mullum building and associated car park works has been issued with no as there were no submissions received by VCAT during the 28 day submission period. The project design is continuing in parallel with the detailed design documents currently under review. The project remains slightly ahead of schedule.		
<b>Emergency Management Prevention and Preparedness Education Program</b>			
15.	GOAL: <i>The development of an engagement/disaster resilience strategy for the local community by 30 June 2016. Ongoing implementation of education and awareness programs in partnership with emergency management agencies/organisations.</i>		
ACTION	Delivery of community forums in Park Orchards and Warrandyte. Continue to update website and VMS messaging, Fire Garden project signage developed and Stage 1 works scheduled. Resilience research complete including attendance at 2 forums to develop a working strategy/framework for Manningham via the setting up (initially) of a new sub-committee of the MEMPC specifically for community resilience works in Manningham. Communications for Summer include a radio campaign with Eastern FM and Maroondah Council as well as media releases.		
<b>Bolin Bolin Billabong Integrated Water Management Project</b>			
16.	GOAL: <i>Construction to be completed by 30 June 2016. *subject to receiving grant funding</i>		
ACTION	The tender assessment with the Project partners has been completed and the report will be tabled for approval following Council approval to proceed with the project partner agreement and Committee of Management. Council is in receipt of a draft funding agreement from DELWP. Awaiting final comment from the City of Boroondara on the Project Partner agreement. The Council report has been prepared and will be considered by Council at the end of January 2016		
<b>Revised Drainage Strategy</b>			
17.	GOAL: <i>Strategy to be presented for Council endorsement by 30 November 2015.</i>		
ACTION	Working in conjunction with Melbourne Water and Department of Environment, Land, Water and Planning so analysis is consistent with broader government policy. Aim to present conceptual methodology internally by February to determine Council direction.		
<b>Doncaster Hill Mode Shift Plan</b>			
18.	GOAL: <i>Commence micro-simulation modelling to test the feasibility of installing continuous bus lanes through Doncaster Hill by 30 June 2016. Adoption of the Doncaster Hill Mode Shift Behaviour Change Plan by 30 June 2016.</i>		
ACTION	Background analysis completed for internal presentation so broad directions can be set and solutions developed for sub areas.		

**SHARED SERVICES**

CUSTOMER SERVICE | COMMUNICATIONS AND ENGAGEMENT | INFORMATION TECHNOLOGY | FINANCE | HUMAN RESOURCES

**Key Achievements – Quarter 2**

- ✓ IT Firewall implementation - Civic Centre and Depot firewall implementation was completed with the Civic Centre upgraded to an externally managed device and a firewall being installed at the Depot building primarily for disaster recovery purposes.
- ✓ Maternal and Child Health Services database upgrade – completed the migration of the Maternal and Child Health Services (MACHS) database from an internally managed solution to a sector wide, externally managed, Cloud based solution called CDIS.
- ✓ Privacy Review – A comprehensive review was undertaken of Council’s management of information privacy to assess compliance in each of the 10 privacy principles. Currently 95 per cent completed
- ✓ Completion of 2015/16 Mid Year Review on time. Report will be presented to Council on 2 February 2016.
- ✓ 598 supplementary valuations (Supp 2-2015, including cancelled assessments) have been completed and certified by the Valuer General Victoria on 2/12/2015
- ✓ Completion of Employee Survey - feedback and action planning implemented.

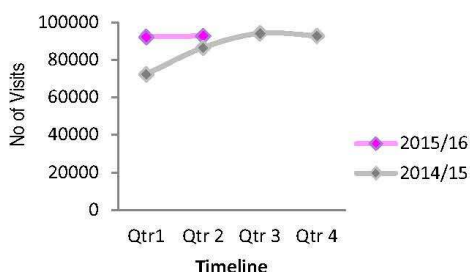
**Key Activities – Quarter 3**

- The return of 2016 General Valuation with anticipation all submissions that will be finalised by the end of April 2016.
- The Land Tenure Management projects are ongoing with the numbers of projects expected to increase in 2016.
- 2016/17 Budget and Financial Statements for Strategic Resource Plan preparation
- Formation of the IT Transformation team and progress of PC & Technology Refresh Project.

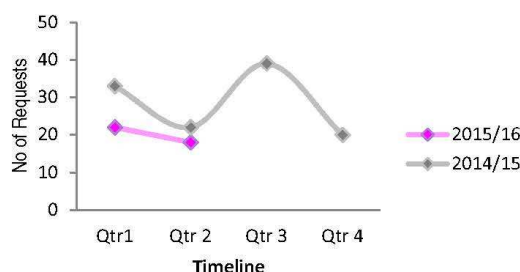
**Key Organisational Indicators**

COMMUNICATIONS

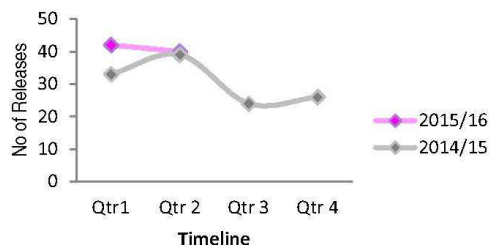
38. Number of Visits to Council Website



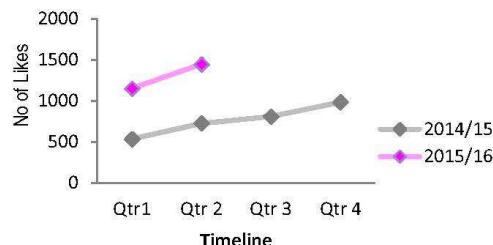
39. Number of Media Requests



40. Number of Media Releases

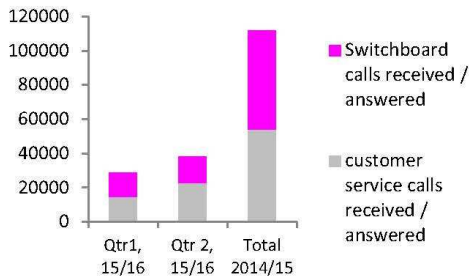


41. Total Number of Facebook ‘Likes’

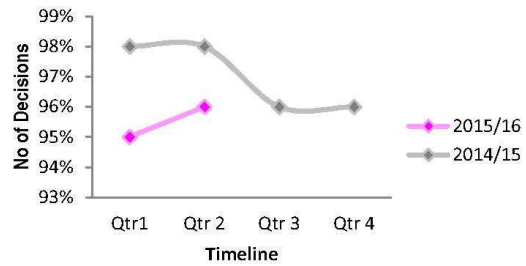


CUSTOMER SERVICE

42. Volume of Calls into Council



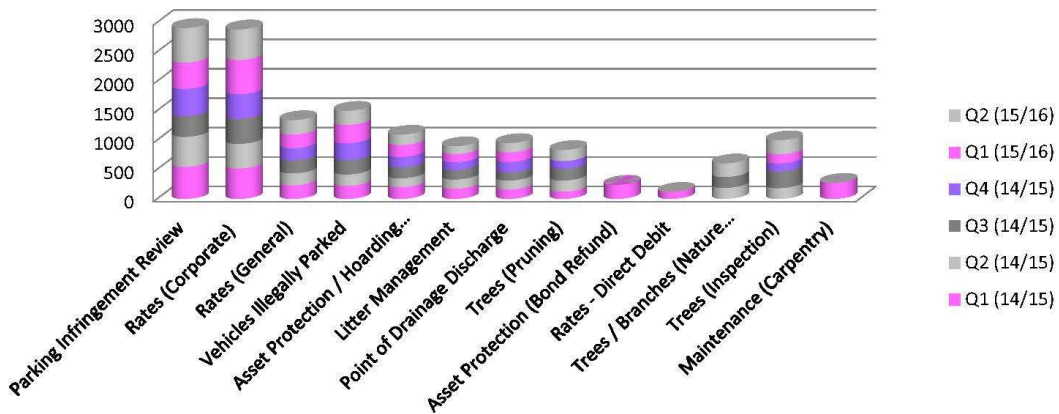
43. Percentage of Calls into Council Closed in Time



All calls are received by the switchboard in the first instance.

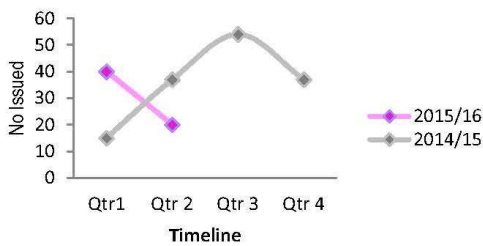
'In Time' figures reflects the number of CFS requests that have been 'Closed - In Time' during the period specified

44. Top Ten Topics – Customer Enquiries

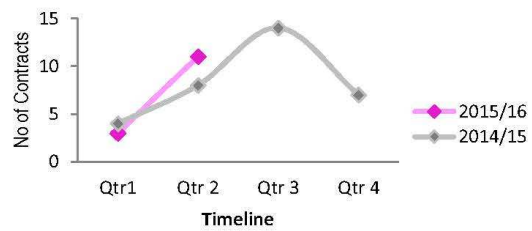


PROCUREMENT

45. Number of Tenders and Quotations Issued

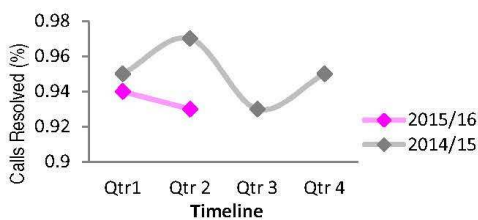


46. Number of Contracts Entered Into

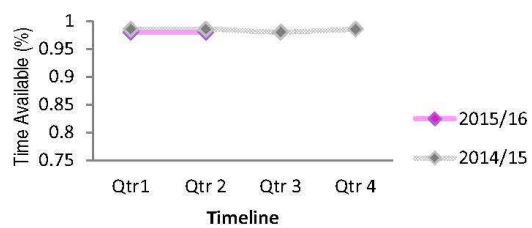


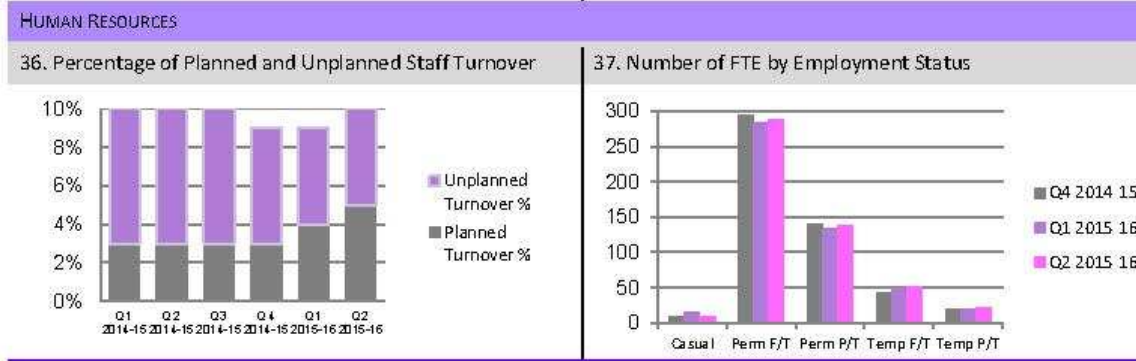
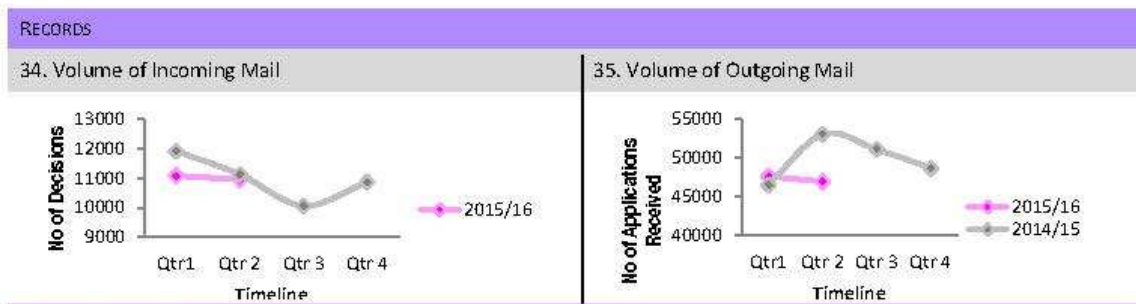
INFORMATION TECHNOLOGY

32. Percentage of HelpDesk calls Resolved in Time



33. Network Availability





**Shared Services**

**MAJOR INITIATIVES AND INITIATIVES**

No.	Initiative	Progress	Target
19.	<b>Customer Service Improvement Opportunities (Major)</b> GOAL: <i>The Roadmap for customer service improvements and moving to a centralised call centre will be completed by 30 June 2016.</i>		
<b>ACTION</b>	Options for independent customer service health check investigated and final partner selected along with scope of project works to be undertaken January to April 2016 to inform roadmap for improving customer service.		
20.	<b>Identification and Resolution of Council Land Ownership Issues</b> GOAL: <i>A plan to address high priority actions has been developed by 30 June 2016.</i>		
<b>ACTION</b>	Underway and appointed officer is preparing files on the land tenure matters with the priority matters have been identified and subject to actioning.		
21.	<b>IT Major Project Management and Implementation</b> GOAL: <i>Implementation of Invoice Scanning, an Asset Management System and a Project and Contract Management System by 30 June 2016.</i>		
<b>ACTION</b>	Preliminary work has been undertaken to understand the scope of the project. A review is scheduled to commence in February 2016. The implementation of the Project and Contract Management System is likely to be delayed due to resource constraints.		
22.	<b>IT Infrastructure Strategic Review</b> GOAL: <i>Review to be completed by 30 June 2016.</i>		
<b>ACTION</b>	Preliminary work has been undertaken on the scope of the project. A review is scheduled to commence in February 2016		
23.	<b>Cloud Readiness Review</b> GOAL: <i>Review to be completed by 30 June 2016.</i>		
<b>ACTION</b>	Preliminary work has been undertaken to understand the scope of project. Review is scheduled to commence Feb 2016		
24.	<b>Participation in Municipal Association of Victoria Procurement LEAP Program</b> GOAL: <i>Cost and process improvement opportunities identified by December 2015 for implementation by the end of December 2016.</i>		
<b>ACTION</b>	Preliminary work has been undertaken to understand the scope of project. Review is scheduled to commence Feb 2016		



**Financial Report** **Attachment 1**

**Overview**

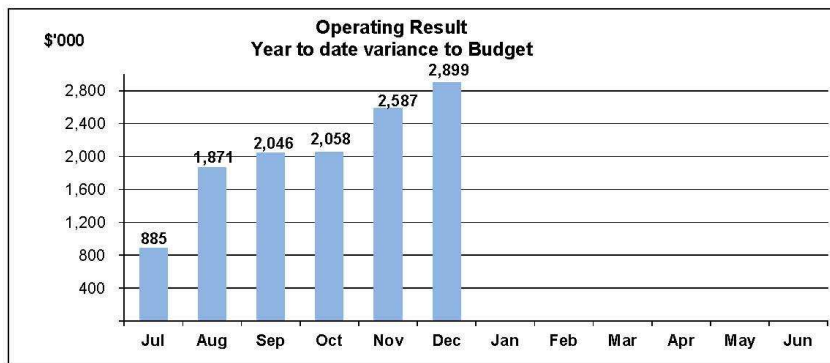
This Financial Status Report covers the period ending 31 December 2015. Variances are reported against the annual budget adopted by Council on 23 June 2015.

	Year to 31 December 2015				
	Adopted Budget \$'000	Actual \$'000	Variance \$'000	Favourable / Unfavourable	Variance %
Revenues	106,346	108,990	2,644	Favourable	2.5%
Expenses	54,933	54,678	255	Favourable	0.5%
<b>Operating surplus</b>	<b>51,413</b>	<b>54,312</b>	<b>2,899</b>	Favourable	<b>5.6%</b>

**Commentary**

Council's financial position reflects an overall positive performance against the operating budget, particularly through the raising of additional revenues. The key revenue increases include \$921,000 in additional rate income, the receipt of \$1,078,000 of unbudgeted capital grants to December, a high level of favourable user charges of \$362,000 - including Statutory Planning fees \$201,000, favourable operating grants of \$183,000.

On the expenses side, other expenses and depreciation are currently favourable by \$202,000 and \$117,000 respectively.



**Underlying Surplus**

The Underlying surplus is a measure of the actual surplus realised by the Council excluding non cash revenues and expenses, capital income, sale of assets and transfers to reserves. Council uses the underlying surplus, in addition to external grants, to fund the capital program.

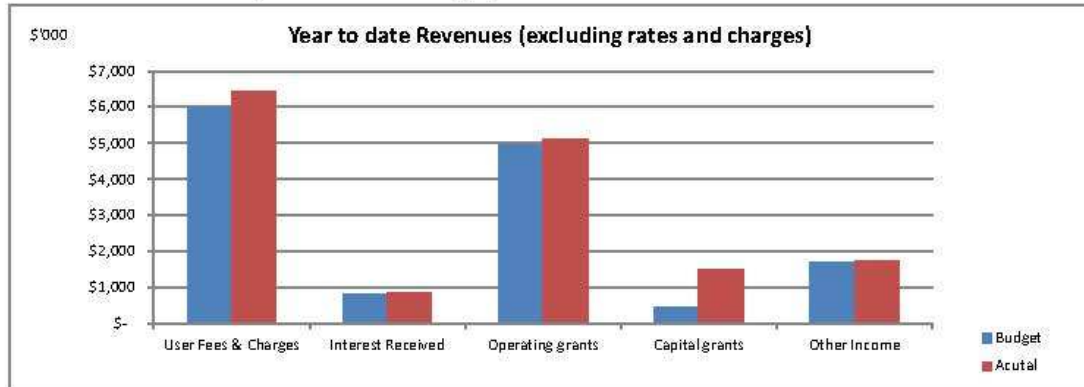
	Adopted Budget \$'000	Actual \$'000	Variance \$'000	Variance %
<b>Operating surplus</b>	<b>51,413</b>	<b>54,312</b>	<b>2,899</b>	<b>5.6%</b>
less/(add) capital grants & contributions	446	1,524	1,078	242%
less/(add) developer contributions	1,384	1,384		
less/(add) net gain or loss on disposal of assets	196	181	(15)	(7.7%)
add/(less) depreciation	10,229	10,113	116	1%
add/(less) other adjustments	89	20	69	78%
<b>Underlying surplus</b>	<b>59,705</b>	<b>61,356</b>	<b>1,651</b>	<b>2.8%</b>

**Other Indicators**

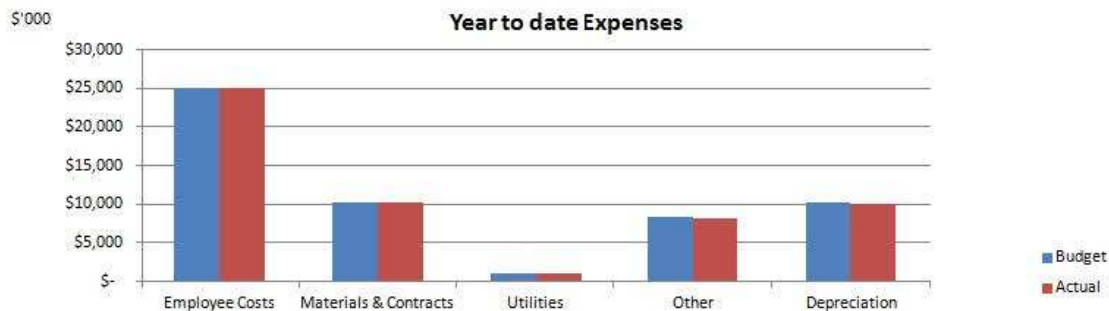
Cash and investment balance	\$56.53 million
Unrestricted cash	\$25.27 million
Rates and charges debtors	\$48.54 million (55.43% of the \$93.022 m raised in 2015/16 have been

**Income and Expenditure**

This section details the year to date results against each major revenue and expenditure groupings. Explanations of key variances have been provided where the line item has a variance of greater than 10 per cent reporting threshold or where further explanation is deemed appropriate.



The 2015/16 annual Rates and charges totalling \$93.022 million were raised in July 2015. This revenue group is excluded from the graph above as the high value relative to other revenue categories would distort the graph.



Reason for year-to-date variances	Action required/taken
<p><b>1 Rates General \$921,000 Favourable</b></p> <ul style="list-style-type: none"> <li>* Ten years worth of back rates were raised on the former Eastern Golf Club site following the sale and subsequent change in use of the property. This raised \$1.90 million in rate revenue compared to a budget of \$1.20 million.</li> <li>* The first supplementary rate run for 2015/16 raised an extra \$150,000 rates revenue above budget forecasts due to an increased number of properties being rated for the first time.</li> <li>* During August, Thea/Boronia Grv special rates scheme established (raised \$82,000).</li> </ul>	<p>The full revenue associated with the former Eastern Golf Club is not guaranteed, despite being paid in full, as the owner's lawyers have showed intention to object to the application of the Cultural and Recreational Lands Act 1963.</p>
<p><b>2 Capital Grants and Contributions \$1,078,000 Favourable</b></p> <p>Unbudgeted capital contributions have been received for following projects:</p> <ul style="list-style-type: none"> <li>* Manningham Recreation Association for Highball Facilities \$663,000</li> <li>* Wonga Park Tennis Club upgrade \$95,000</li> <li>* Montessori Pre School upgrade and refurbishments \$88,000</li> <li>* Stride Early learning Centre upgrade and refurbishments \$83,000</li> <li>* Wonga Park Sportsground refurbishment (State Gov't grant) \$61,000</li> <li>* Melbourne Water grant for Mullum Mullum Highball \$53,000</li> <li>* Bus stop at Springvale Rd and Leslie St, Donvale \$15,000</li> <li>* Centre wickets construction \$13,000</li> </ul>	<p>Unbudgeted revenue has been included in the capital works program and will be included in updated forecasts as part of the Mid Year Review.</p>

**Conclusion**

The December 2015 financial results indicate that Council is performing better than year to date forecasts. Any material variation since the budget was adopted in June 2015 has been reflected in the Mid Year Review.

## Capital Works Program 2015/16

## Attachment 2

This Status report covers the period ending 31 December 2015. Variances are reported against the Adopted Budget and YTD Forecast Outcome. The value of works completed at end of December is **\$13.725 million**.

- ✗ YTD Completed Works \$1.83 million unfavourable to the YTD Adopted Budget <sup>1</sup>
- ✗ YTD Completed Works \$0.05 million unfavourable to the YTD Forecast <sup>1</sup>

Legend ✓ - Favourable against YTD Target, ✗ - Unfavourable against YTD Target

<sup>1</sup> This represents the financial outcome after accruing for works completed.

## Financial Performance

Attachment A and B to this summary report provides a chart of financial performance for both Capital Works Expenditure and Income to end of December. The following table provides a snapshot of the performance in regard to the implementation of the Capital Works Program.

	End of Year Forecast Budget (YTD)							
	Adopted Budget \$'000	EoY Forecast \$'000	YTD Budget \$'000	YTD Forecast \$'000	YTD Actual \$'000	YTD Variance \$'000	YTD Variance %	Fav / Unfav
<b>A. Compared to Adopted Budget</b>								
Budget YTD Outcome	37,616	39,225	11,893		13,725	(1,832)	-15.4%	U
<b>B. Compared to Forecast outcome</b>								
Budgeted works:	33,572	33,572	9,125	10,483	10,573	(90)		
Budgeted carry forwards	4,044	4,044	2,406	2,406	1,957	449		
Additional carry forwards from 2014/15		937	712	712	758	(46)		
New Works:								
Grants & Income received in advanced (Refer Table B)		171	-	95	91	4		
Additional grants and income (Refer Table C)		2,661	-	328	346	(18)		
Other Adjustments:								
Grants & Income removed from the budget (Refer Table D)		(1,210)	-	-	-	-		
Proposed carry forwards to 2015/16 (Table E)		(950)	(350)	(350)	-	(350)		
Forecast YTD Outcome	37,616	39,225	11,893	13,674	13,725	(51)	-0.4%	U
<b>C. Income (Table A)</b>								
Budget including plant sales	5,085	5,085	2,408	2,324	2,351	57		
Grants & Income received in advanced (Refer Table B)		171	-	171	171	(171)		
Additional grants and income (Refer Table C)		2,661	-	831	837	(837)		
Grants & Income removed from the budget (Refer Table D)		(1,210)	(600)	(600)	(600)	-		
Forecast YTD Outcome	5,085	6,707	1,808	2,726	2,759	(951)	-52.6%	F

Legend: F - Favourable U - Unfavourable

At the end of December, 36.5 per cent of the total adopted budget allocation has been delivered (on ground value). Compared to the EoY forecast, 35.0 per cent of the total program allocation has been completed.

Of the \$13.725 million of works completed at the end of December, the value of budgeted works completed, excluding the carry forward projects and new post budget adoption projects is \$10.573 million. The completed value of the carry forward projects that were delayed from 2014/15, including those in the 2015/16 adopted budget, is \$2.715 million. The value of new post budget adoption projects is \$0.437 million.

## Program Status and YTD Profile

A year end expenditure of \$39.225 million is currently forecast against the adopted budget total of \$37.616 million. The net difference being an increase in grants and income of \$1.622 million, plus additional carry forwards/adjustments of \$0.937 million that was not part of the 2015/16 Adopted Budget, less proposed carry forwards of \$950 million to the 2016/17 financial year.

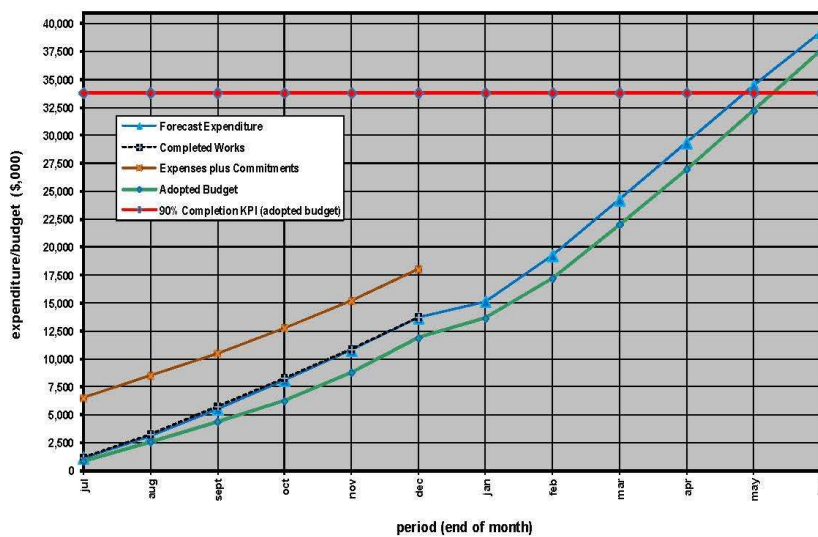
The value of works completed at end of December is \$13.725 million, which is \$1.832 million (15.4%) above the YTD Budget of \$11.893 million and \$0.051 million (0.4%) above the YTD Forecast amount of \$13.674 million.

**Capital Works Program 2015/16 (continued)**

The variance of \$1.832 million against the YTD budget can be attributed to a number of ongoing projects that were incomplete as at 30 June 2015 and carried forward to the 2015/16 financial year, or further advanced than originally planned. These projects are currently committed under a formal procurement arrangement and some of the more significant projects include; Aquarena Master Plan Implementation, New Footpath Construction (Bowmore Ave and Springvale Road), Road Management Strategy Traffic and Road Use (Heads Road), Drainage Strategy (Delatite Court), and Asset Management Strategy (Road Resurfacing).

The following provides a chart of financial performance for Capital Works Expenditure to end of December.

**Capital Expenditure**



**Capital Income**

Capital Income received is ahead of YTD budget income at end of December with a variance of 52.6%.

This variance can be attributed to a number of grants and income being received in advance plus additional unbudgeted grants and income that was not identified as a part of the 2015/16 budget, for works to be undertaken this financial year.

**Year End Position 2015/16**

It can be noted that an EoY forecast total of \$39.225 million is currently stated with the following variances and adjustments:

Summary of Variances	\$'000
Grants and Income Received in Advance	171
Additional Grants and Income	2,661
Grants and income removed from the budget	(1,210)
Carry Forwards/Budget Adjustments from 2014/15	937
Savings (end of December)	Nil
Approved Deferrals/Transfers	1,041
Proposed Deferrals/Transfers	2,028
Proposed Carry Forwards to 2016/17	950

It can be concluded that reasonable progress has been made in regard to the implementation of the Capital Works Program in terms of overall performance.

**15. URGENT BUSINESS REPORTS**

There were no Urgent Business reports.

**16. QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**17. QUESTIONS WITHOUT NOTICE**

**17.1 Warrandyte Bridge Expansion**

Cr McLeish asked the Mayor if she was aware of the State Government advice of a \$5m project to expand the Warrandyte Bridge and that only a couple of Councillors had been invited to attend the announcement event on the bridge.

Cr Kleinert commented on the work Cr McLeish had done while Mayor in getting the bridge project started.

The Mayor advised that she was aware of the announcement as she, the Deputy Mayor and Cr Downie attended the announcement event on the bridge and that invitations had been extended by the State Government as it was not a Council event. The Mayor also advised that she was aware of the work done by Cr McLeish along with other Councillors, Officers and residents for many years.

**17.2 Traffic Management Plans for Community Events**

Cr Galbally asked if Council could prepare a report on how Council could support community events without the need to impose requirements such as traffic management plans.

The Mayor advised that this request would be referred to a future SBS meeting for consideration.

**18. CONFIDENTIAL REPORTS**

**18.1 Appointment of Chief Executive Officer**

**MOVED: GRIVOKOSTOPOULOS**  
**SECONDED: HAYNES**

**That Council consider this matter in open Council.**

**CARRIED**

