



MANNINGHAM

Council Meeting

MINUTES

Date:	Thursday, 28 January 2021
Time:	7:00pm
Location:	Council Chamber, Civic Centre 699 Doncaster Road, Doncaster

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**MANNINGHAM CITY COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL
HELD ON 28 JANUARY 2021 AT 7:00PM
IN COUNCIL CHAMBER, CIVIC CENTRE
699 DONCASTER ROAD, DONCASTER**

The meeting commenced at 7:00pm.

PRESENT: Councillor Andrew Conlon (Mayor)
Councillor Anna Chen (Deputy Mayor)
Councillor Deirdre Diamante
Councillor Geoff Gough
Councillor Michelle Kleinert
Councillor Carli Lange
Councillor Tomas Lightbody
Councillor Laura Mayne
Councillor Stephen Mayne

OFFICERS PRESENT: Chief Executive Officer, Mr Andrew Day
Director City Planning & Community, Mr Angelo Kourambas
Director Shared Services, Mr Philip Lee
Director City Services, Ms Rachelle Quattrocchi
Corporate Counsel and Group Manager Governance & Risk,
Mr Andrew McMaster
Group Manager People and Communications, Ms Kerry Paterson

1 OPENING PRAYER AND STATEMENTS OF ACKNOWLEDGEMENT

The Mayor read the Opening Prayer & Statements of Acknowledgement.

2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

There were no apologies.

3 PRIOR NOTIFICATION OF CONFLICT OF INTEREST

The Mayor advised Council that the CEO had received a written disclosure of a conflict of interest from:-

Cr Diamante for Item 8 and Item 15 concerning the Commonwealth Bank of Australia Branch Closure at Macedon Square the interests being a general conflict of interest due to her role as a non-executive Director of Manningham Community Enterprises Ltd.

4 CONFIRMATION OF MINUTES

COUNCIL RESOLUTION

MOVED: CR ANNA CHEN
SECONDED: CR CARLI LANGE

That the Minutes of the Council Meeting held on 15 December 2020 be confirmed.

CARRIED

5 PRESENTATIONS

5.1 Passing of Mr Lionel Allemand OAM

The Mayor acknowledged the recent passing of former Mayor and Councillor Mr Lionel Allemand OAM.

Mr Allemand was elected to the Doncaster & Templestowe City Council in 1990 and was Mayor of the City in 1994. Following the return of local democracies in 1997 after earlier amalgamations, Mr Allemand was again elected to the reformed Manningham City Council where he served until 2002. Mr Allemand was elected in successive years as Mayor in 1999-2000 and in 2000-2001.

Mr Allemand served on many Committees – most often aligned with his particular skills and interests in youth development; disability support; emergency management; and, healthy lifestyles and sport. He was Vice Chair of the Manningham Recreation Association for 27 years; Chairman of the Municipal Emergency Planning Committee for 8 years; Vice Chairman of Manningham Youth Services over many years; and showed great leadership in launching Manningham's Anti-Graffiti Plan and Anti-Smoking Campaign.

Mr Allemand had a long association with Manningham Council and made an outstanding contribution to the Manningham community for more than 35 years in many different sectors demonstrating his passion, dedication and commitment to the community.

COUNCIL RESOLUTION

MOVED: CR GEOFF GOUGH
SECONDED: CR ANDREW CONLON

That Council:

- **place on record its sadness at the recent passing of former Mayor and Councillor Mr Lionel Allemand OAM;**
- **record its appreciation for the contribution by Mr Allemand to the Manningham Council and the broader community; and**
- **extend its sympathy and condolences to Mr Allemand's family at this very difficult time.**

CARRIED

Cr Gough tabled the eulogy of former Manningham CEO, Mr John Bennie and requested that it be incorporated into the minutes of this meeting.

Attachment 1 – John Bennie’s Eulogy

I am honoured to play a ‘small’ role in this eulogy for a ‘big’ man - Lionel Allemand, a unique and generous man. There would be few other men who have done more in the Manningham community over the last 40 years than Lionel.

My focus will be on Lionel’s *outstanding* local government service.

In the nine years that Lionel served the communities of Doncaster & Templestowe and later, Manningham – he involved himself in as many activities as I have ever seen – and these were never a token involvement (*that would be a little like suggesting that the old Roy Boy went for a contested ball half-hearted and we know **that** would never have happened!*) – everything Lionel did, involved his full focus and effort.

The people of Manningham were *exceedingly well represented* by Lionel Allemand. In three of his nine years as a Councillor, he was Mayor and led the City with distinction.

Community interests and commitments aside – Lionel’s first and highest priority was to his dear wife Mary Lou and their 10 children – he committed all his ‘spare time’ to his own children – but also found time he probably didn’t have, to mentor hundreds of other, less fortunate young people.

I was honoured to have succeeded Bob Seiffert and be appointed by Lionel’s Council, to the role of CEO in February 2001 – I could not have wished for a better Mayor, mentor and friend in that role. I acknowledge Bob and Jenny Horvath – for the support they both provided to Lionel. Lionel would be the first to say that he was able to do all that he did, through the support of ‘his team’ – Bob and Jenny at work; Mary at home.

Lionel led a Council group that was progressive, collaborative, committed and understood good governance before it was a corporate necessity. This had much to do with their respective skills but Lionel's leadership and 'captaincy' underpinned the success of this civic team.

Lionel's *life* in local government commenced in 1990 when elected to the Doncaster & Templestowe City Council – he was Mayor of the City in 1994. Following the return of local democracies in 1997 after earlier amalgamations, Lionel was again elected to the reformed Manningham City Council where he served until 2002. Lionel was elected in successive years as Mayor in 1999-2000 and in 2000-2001.

Cr. Allemand served on many Committees – most often aligned with his particular skills and interests in youth development; disability support; emergency management; and, healthy lifestyles and sport. He was Vice Chair of the **Manningham Recreation Association** for 27 years; Chairman of the **Municipal Emergency Planning Committee** for 8 years; Vice Chairman of **Manningham Youth Services** over many years; and showed great leadership in launching **Manningham's Anti-Graffiti Plan** and **Anti-Smoking Campaign**.

The two years of Lionel's Manningham Mayoralty was a busy and challenging period. The progressive agenda pursued by Lionel's team included the following –

- Advocating for the best outcomes from an **Eastern Freeway extension** and separately, a **Mitcham-Frankston Freeway**;
- Delivering **essential infrastructure** in Warrandyte and Wonga Park;
- Envisioning **Doncaster Road** as a treed 'river of life' rather than 'just' a 6 lane arterial road;
- Implementing a **new waste management system**;
- Overseeing **Compulsory Competitive Tendering**;

- Planning for **Y2K**;
- Accelerating the delivery of city-wide **sports facilities** – BMX, skateboard and facilities for teenagers in particular;
- Two ‘city shaping’ projects aligned in this period – Council’s development of a ‘**Doncaster Hill Strategy**’ and, **Westfield’s expansion of Shoppingtown** – the latter became a catalyst for the former – some said ‘*it will never happen*’ but Lionel and his visionary team proved doubters wrong. So committed was an Allemand led Council to this approach that it had the ***courage and conviction*** to refuse certain prominent Planning Applications because they represented an ‘under-development’; and finally,
- Council entered into a revised **Management Agreement with the Manningham Centre Association** that to this day – as MannaCare – offers high quality and affordable residential care for older Manningham citizens.

Notably, and during this busy period of his Mayoralty, Lionel found time to undertake a study tour of the US with CEO Bob Seiffert. They returned with many ideas but one that stuck – and that Lionel remained committed to and passionate about for some 15 years - was ‘Character First’. This later morphed into **Manningham Promoting Character**.

In many respects this program **WAS** Lionel Allemand – a person who would always put character first!

A number of years later, at Greater Dandenong City Council, I shared elements of this program with staff – they embraced and adapted it to their own needs and created **REACH** – Respectful, Engaged, Accountable, Creative and Honest. This sums up Lionel – always **respectful** and equally expectant that others reciprocate respectfully; a master ‘**engager**’ skilled at listening, empathising and balancing all perspectives; always **accountable**, always expecting the same from

others and always securing compliance from followers who would never want to let Lionel down; he and his Council **expected** innovation and **creativity** and weren't afraid for mistakes to be made in pursuing improvement (a '**no blame culture**' was the outcome); and finally, **honesty** – a core and unquestionable trait of Lionel Allemand.

There are 10 Allemand children who also know and appreciate the importance of good character and have matured to adulthood with a Dad and mentor who nurtured strong character traits.

Lionel's leadership and commitment to developing a sustainable, healthy and caring community is a wonderful legacy from a wonderful man. Everything he stood for is evidenced by his achievements. He has earned and received many notable awards and I would suggest, deserves even greater recognition for his special commitment to the City, its youth and the emerging character of the next generation of community leaders.

But I expect that what he cherished more than any recognition, was the respect that **we all had** – and that everyone who ever associated with him had – for him and his focus on and untiring efforts to support others, particularly those in need.

Rest in peace Lionel.

5.2 Passing of Brother Sean Keefe OAM

The Mayor acknowledged the recent passing of Brother Sean Keefe OAM.

Br Sean was the Chaplin of Whitefriars College and ran a number of community projects involving students from the school. He was also involved in wider community projects, some of which included:

- Kiwanis Club of Doncaster/Templestowe
- Manningham Promoting Character management committee
- Drive Alive today tomorrow committee
- Walk the Torque Committee
- Support to Doncare
- Responsible driving committee
- Making wiser choices committee

Above all, the Manningham Monster Community Raffle was administered and promoted by Br Sean since its inception which has generated substantial funds for community organisations across the municipality and beyond.

COUNCIL RESOLUTION

MOVED: CR MICHELLE KLEINERT
SECONDED: CR GEOFF GOUGH

That Council:

- place on record its sadness at the recent passing of Br Sean Keefe OAM;
- record its appreciation for the contribution by Br Sean to the Manningham community; and
- extend its sympathy and condolences to Br Sean's family at this very difficult time.

CARRIED

The Mayor led one minute of silence for the passing Mr Lionel Allemand OAM and Brother Sean Keefe OAM.

5.3 Australia Day Honours 2021

The Mayor acknowledged the following Manningham residents who are recipients of awards in the 2021 Australia Day Honours List:

- Mr John Gosling OAM – for significant service to people who are blind or have low vision; and
- The late Mrs Margaret Cunningham – for service to women and girls, and to the community.

6 PETITIONS

6.1 Petition - Reconciliation Action Plan

COUNCIL RESOLUTION

MOVED: CR DEIRDRE DIAMANTE
SECONDED: CR CARLI LANGE

That the Petition with one signature requesting Council to review its 2021 Reconciliation Action Plan to reflect the historic and ongoing role of Reconciliation Manningham in the planning and conduct of reconciliation activities in the municipality as well as include an intention to enter a formal Cultural heritage Agreement with the Woiwurung Corporation to identify Aboriginal cultural heritage sites in Manningham be received and referred through to the appropriate officer for consideration.

CARRIED

7 PUBLIC QUESTION TIME

7.1 E Stocco, Bulleen

Q1 I was very surprised to note that reading the December issue of the Manningham [Matters], there was not a single mention of the NELP. According to the NELP website, the preferred design will be selected and released in 2021. Can the council, please provide an update of this project; the latest update was ~ July 2020 on the council's website.

Mr Angelo Kourambas, Director City Planning and Community thanked Mr Stocco for his questions and feedback and responded that Council will update the website as more information comes to hand. Mr Kourambas advised the North East Link is still working on the design of the North East Link Project and has not yet released any further design details to Council at this time. He advised that Council has been very active during the past few months working with NELP on the early works components of the project, the relocation of the Yarra East Mains Sewer beneath Bulleen Road, the new Bulleen Park and Ride and the relocation of the sporting clubs from Bulleen Park to Templestowe Road.

Q2 According to the NELP website, the project states that "We'll also be talking to residents closest to the project to help inform the location, design and materials of structures close to homes like noise walls and bridges". I have a property and consider that I will be impacted by the project. To date I have not been contacted. Can you the Council advise how and when residents will be contacted and consulted as part of the preferred design process?

Mr Kourambas responded that NELP is still working on the details of the design. Once that has been advanced, it is with understanding that North East Link will liaise directly with those affected residents. He noted that this is a requirement that the Minister placed on the project to ensure there is appropriate consultation with residents.

7.2 Shan, Doncaster East

- Q1 Council encourages its residents to contact via email manningham@manningham.vic.gov.au as the central point with any queries.

Does Council have any system to review any un-attended email queries on a regular basis? I have contacted the Council on 14 December 2020 (3.39pm) and again followed up on 05 January 2021 (2.05pm) seeking response to the query raised on 14 December. All I got was system generated automatic acknowledgement.

Mr Philip Lee, Director Shared Services thanked Shan for his questions and apologised for the difficulties he has experienced in corresponding with Council. Mr Lee outlined that the manningham@manningham inbox is managed and cleared daily by the Information Management team. The team scans in any new request, creates a request in our Customer Relationship Management (CRM) system, which is forwarded on to the relevant area for action.

Mr Lee advised that Council investigated the three emails in question. The first email was sent 14 December 3:31pm to the Governance inbox, which was responded too and actioned on the same day.

The second email, sent on the same day at 3:40pm to manningham@manningham inbox and was unfortunately not acknowledged within our Service Level Agreement of two business days. The CRM system reminder was also overlooked. Mr Lee apologised on Council's behalf noting that this request has since been responded to and is now resolved.

The third email sent on the 5 January to manningham@manningham inbox was sent in response to the auto-response email sent by Council. There is an auto-rule in place whereby anything with "Automatic reply:" in the subject line of the email gets sorted to another folder and deleted. This unfortunately has happened to this particular email and is an oversight of Council on this occasion. Mr Lee advised that due to COVID the auto-response in the email has changed several times to accommodate the COVID19 conditions and it was omitted from stating clearly that those emails were not responded to. Mr Lee apologised for this occurrence and noted that the message has now been updated advising customers not to respond to the auto-response emails.

- Q2 What is the reasonable time (under Council's Customer Service Charter) to expect responses for my queries raised on 14 December 2021 please?

Mr Lee responded that Council's aim is to respond with acknowledgement within two business working days, and then to inform customers how long, depending on the request, it should take to resolve the request.

8 ADMISSION OF URGENT BUSINESS

8.1 Admission of Item - Commonwealth Branch Australia Branch Closure at Macedon Square

Conflict of Interest

Cr Deirdre Diamante stated:

"Councillors, I wish to disclose that I have a conflict of interest in this item, the interest being a general conflict of interest. I will be leaving the meeting room for the discussion of this matter."

Having disclosed her conflict of interest, Cr Diamante left the meeting at 7:45pm before the motion was moved and returned at 7:46pm after the matter had been resolved taking no part in the discussion or voting on this item.

COUNCIL RESOLUTION

MOVED: CR STEPHEN MAYNE
SECONDED: CR MICHELLE KLEINERT

That Council admits for consideration the following urgent business item at item 15 of this meeting:

- **Item 15.1 Commonwealth Branch Australia Branch Closure at Macedon Square**

CARRIED

9 PLANNING PERMIT APPLICATIONS

There were no Planning Permit Applications.

10 CITY PLANNING & COMMUNITY

There were no City Planning and Community.

11 CITY SERVICES

11.1 Fitzsimons Lane Upgrade - Laydown Area and Main Site Compound Location 2-14 Websters Road, Templestowe (Proposed Tenancy)

File Number: IN21/21
Responsible Director: Group Manager Infrastructure and City Projects
Attachments: 1 BMD Compound Location [↓](#)

EXECUTIVE SUMMARY

Council has been requested to reach an agreement for the location and leasing of a laydown area for the proposed Fitzsimons Lane upgrade works as part of road enhancement works by Major Road Projects Victoria (MRPV).

It is proposed that the main site compound location for the laydown area and main site compound is to be along the eastern and rear portion of Council's property at 2-14 Websters Road, Templestowe.

It is proposed that a lease be agreed in order that Major Road Projects Victoria and its contractor (BMD Constructions) can use a portion of Council's land at 2-14 Websters Road, Templestowe for part of the site typically measuring 28 metres by 200 metres (L shaped) at a rental of \$60,000 per annum (\$5000/month) as shown in the attached plan.

It is anticipated that the tenancy would be for a term of approximately 1-2 years, subject to delivery of the road upgrade project.

Council is requested to agree to the proposed tenancy that is subject to the statutory advertising requirements pursuant to sections 190 and 223 of the Local Government Act 1989 ("the Act"), and to establish a Committee under section 223 of the Act to hear submissions received in relation to the proposed lease.

COUNCIL RESOLUTION

MOVED: CR MICHELLE KLEINERT
SECONDED: CR LAURA MAYNE

That Council:

- A. agree to enter into a lease with Major Road Projects Victoria to use part of Council's land at 2-14 Websters Road, Templestowe as a laydown area for the proposed Fitzsimons Lane upgrade works at an annualised rental of \$60,000;**
- B. note the proposed lease is subject to the statutory advertising requirements pursuant to sections 190 and 223 of the *Local Government Act 1989* ("the Act");**

- C. establish a Committee under section 223 of the Act, comprising the Mayor and Westerfolds Ward Councillor, to hear submissions received in relation to the proposed lease:**

The purpose of the Committee is to:

- a) Provide the opportunity for persons to be heard in support of their submissions, in accordance with section 223 of the Act; and**
- b) Report to the Council on the verbal submissions made, including a summary of hearings;**

- D. agrees should no submissions be received:**

- a) Having followed all the required statutory procedures pursuant to sections 190 and 223 of the Act, Council resolves to grant the lease of the part land at 2-14 Websters Road, Templestowe to Major Road Projects Victoria and/or its contractor, BMD Constructions; and**
- b) Affixes Council's common seal to the new lease with Major Road Projects Victoria and/or its contractor, BMD Constructions..**

CARRIED

2. BACKGROUND

- 2.1 On 17 December 2020 BMD Constructions, contractor to Major Road Projects Victoria, advised Council of its desire to commence the process for the establishment of a laydown area associated for the temporary storage as part of the Fitzsimons Lane upgrade project.
- 2.2 The laydown area will be for site sheds, parking and the temporary storage of materials including topsoil, pipes, machinery and to store the trunks from trees that are removed as part of the Fitzsimons Lane upgrade project. A location map for the proposed site included to Attachment 1 BMD Site Compound.
- 2.3 BMD advised Council that it prefers to agree and commence the proposed tenancy in early 2021, however, Council has advised BMD that it is required to follow the statutory procedures pursuant to sections 190 and 223 of the Act, in view that the proposed lease is for at least one year and as a result requires such statutory procedures.
- 2.4 The proposed tenancy is subject to the duration of the proposed road works, and it is envisaged that the duration is likely to be over one year, however, Council was advised that Major Road Projects Victoria and its contractor are requesting for a lease based on monthly rate given the uncertainty of when the project will conclude.

3. DISCUSSION / ISSUE

- 3.1 Major Road Projects Victoria and its contractor BMD Constructions advised Council in November 2020 of its intention to commence the Fitzsimons Lane Upgrade project.
- 3.2 Accordingly, the contractor advised Council that it sought to gain a tenancy at Council's site at 2-14 Websters Road, Templestowe for the purposes of the temporary storage of site sheds, topsoil, piles, and machinery and to store trees that are removed as part of the project.
- 3.3 Council have been requested to consider a lease for the duration of the project that is envisaged to be 1-2 years, and that the proposed lease be undertaken on a month by month basis until the project concludes.
- 3.4 The annualised rental has been agreed at \$60,000 and all usual outgoings are to be borne by the tenant.
- 3.5 As a result of the proposed lease duration (i.e. one year or greater), the provisions of the Act apply and it is necessary for Council to undertake the statutory advertising procedures according to sections 190 and 223 of the Act.

4. IMPACTS AND IMPLICATIONS

- 4.1 The nature of the proposed lease and site usage is considered to have minimal impact upon Council and the community.
- 4.2 Nearby residents will be advised of the proposed usage which is expected to have a minimal impact given the current usage of the site by Council's Operations Teams and significant trees screening around the perimeter of the site. Traffic entering the site will be directed to access via Blackburn Road into Websters Road minimising traffic intrusion into the residential area.

5. DECLARATIONS OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.



11.2 Sport and Recreation Victoria Grant Applications

File Number: IN21/22
Responsible Director: Group Manager Infrastructure and City Projects
Attachments: Nil

EXECUTIVE SUMMARY

Sport and Recreation Victoria has announced a number of grant programs and has invited Council to re-submit a previous application for Schramms Reserve under its current Stimulus Program.

A new requirement for Sports and Recreation grant programs is for Council approval of financial contributions for projects that are to be submitted for external funding.

This report outlines the various categories of grants and recommended projects, following assessment of Council's priority projects and future capital works program.

COUNCIL RESOLUTION

MOVED: CR LAURA MAYNE
SECONDED: CR ANNA CHEN

That Council:

- A. approve the submission for funding towards the Schramm's Reserve Modular Pavilion project to Sport and Recreation Victoria's Community Sports Infrastructure Stimulus Program, and commit to commencement of construction within 6 months of funding approval;**
- B. approve the submission for funding towards the Timber Reserve Floodlight Upgrade to Sport and Recreation Victoria's World Game Facilities Fund;**
- C. approve the submission for funding towards the Rieschiecks Reserve Sports Field Realignment, Fencing and Cricket Net project to Sport and Recreation Victoria's Community Cricket Program; and**
- D. refer the allocation of Council's contributory funding to the relevant capital works budget, to provide the required financial contribution towards projects with successful applications.**

CARRIED

2. BACKGROUND

- 2.1 Sport and Recreation Victoria (SRV) each year, pending State Government budgets, opens grants for community sport and recreation infrastructure.

- 2.2 Due to the timing of the State Government budget announcements and stimulus package programs, SRV grants have recently been announced with upcoming closure dates.
- 2.3 A summary of projects have been included within this report for application to the appropriate SRV grant programs. This list is based on Council's 10 year Capital Works Program and the Sports and Recreation Capital Works priority listing. Following assessment, these projects have been deemed to most closely align to the respective funding guidelines.

3. DISCUSSION / ISSUE

3.1 Community Sports Infrastructure Stimulus Program

3.1.1 Council made an application to the first round of funding for this program in June 2020 and were subsequently unsuccessful. SRV have since opened a second round of funding for this program via invitation only. Council received an invitation from SRV in December 2020 to re-submit this project in the second round.

3.1.2 This program has strict requirements for re-submission including a Council resolution approving the project, funding contributions and confirmation the project is ready to commence within 6 months. The re-submission must exactly replicate the previous submission, including project scope and amount of funding being sought. Furthermore, additional supporting documentation is required, such as soil reports, which Council officers are currently in the process of obtaining.

3.1.3 Grant application details:

- **Project:** Schramms Reserve #2 Modular Pavilion
- **Total Project Cost:** \$1,800,000 (Cost Estimate provided)
- **Grant Request Amount:** \$1,274,980
- **Council Contribution Required:** \$525,020
- **Application Closing Date:** 02/03/2021

3.1.4 This project is currently listed within the 10 year Capital Works Program for delivery in 2023/24. Should Council be successful in obtaining external funding the project will be bought forward to the 2021/22 year, otherwise will remain in 2023/24.

3.2 The World Game Facilities Fund

3.2.1 This is a Victorian Government funding program that assists local football (soccer) clubs and organisations to upgrade existing or develop new facilities across metropolitan Melbourne and regional Victoria. It is strongly recommended that a Council resolution approving the project and funding contribution be included within the application, as this contributes to a higher evaluation rating.

3.2.2 Grant application details:

- **Project:** Timber Reserve Floodlight Upgrade
- **Total Project Cost:** \$250,000 (Cost Estimate and design being prepared)
- **Grant Request Amount:** \$125,000
- **Council Contribution Required:** \$125,000
- **Application Closing Date:** 19/02/2021

3.2.3 This project is listed within Council's draft capital works program for 2021/22 with Council matching funding to be sourced through the Recreational, Leisure and Community Facilities – Floodlighting Account.

3.3 Community Cricket Program

3.3.1 This is a state-wide competitive Victorian Government investment program that provides a range of grant opportunities in Community Cricket Facilities.

3.3.2 Grant application details:

- **Project:** Rieschiecks Reserve Sports Field Realignment, fencing and additional cricket net
- **Total Project Cost:** \$100,000 (Cost Estimate provided)
- **Grant Request Amount:** \$50,000
- **Council Contribution Required:** \$50,000
- **Application Closing Date:** 01/02/2021

3.3.3 The contribution towards this project allocated from the following budget allocations within the 10 year Capital Works Program for 2021/22:

- Recreational, Leisure and Community Facilities - Recreation and Leisure Replacements and Upgrades Account; and
- Sports Field Fencing.

4. COUNCIL PLAN / STRATEGY

4.1 Seeking external funding for these projects supports various actions within the Active for Life Recreation Strategy 2010-2025 (2019 Review), specifically Action 2.4.2 – *Apply to relevant funding providers for external funding for key projects that will enhance participation opportunities and facility provision in Manningham.*

4.2 These projects also provide relevant outcomes for the Council Plan 2017-2021 and Healthy City Strategy 2017-2021, through creating liveable places and spaces by ensuring capital works investment in community facilities responds to community need.

5. IMPACTS AND IMPLICATIONS

- 5.1 Applying for grants through SRV will provide significant external funding, which will enable each of the projects listed in section 3 to proceed. These projects will see appropriate infrastructure be provided across various sporting reserves, which ultimately assists in increases participation opportunities in organised sport and active recreation.

6. IMPLEMENTATION

6.1 Finance / Resource Implications

6.1.1 A total of \$1,449,980 of funding, across 3 projects, is being sought through SRV's various funding programs.

6.1.2 Based on project cost estimates, Council's total contribution across the 3 projects will be approx \$700,020. Funding will be sourced through various Council budgets based on the type of project, which has been noted under section 3 of this report.

6.2 Communication and Engagement

6.2.1 Based on Council's *Outdoor Sports Infrastructure Policy*, some projects require financial contributions from the tenant user groups. Council officers have communicated with these user groups to confirm their required financial contributions, which ultimately impacts on the project scope.

6.2.2 Various letters of support from user groups and the respective sporting associations are being obtained for these applications, which supports a collaborative approach towards the funding and delivery of these projects.

6.2.3 Detailed communication plans will be developed for each project upon confirmation of funding. Council Officers meet regularly with the Sporting Clubs to provide updates on project planning of sport and recreation projects.

6.3 Timelines

6.3.1 The applications are being made to seek funding to compliment Council's 2021/22 capital works budget. Application opening and closing dates vary based on the respective grant program, with expenditure timelines also varying.

7. DECLARATIONS OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.

12 SHARED SERVICES

There were no Shared Services reports.

13 CHIEF EXECUTIVE OFFICER

13.1 Determination of Mayoral and Councillor Allowances

File Number: IN21/23
Responsible Director: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

Mayors and councillors are entitled to receive an allowance while performing their duties as an elected official. Pursuant to section 39 of the Local Government Act 2020 (LGA 2020), allowances for the Mayor, Deputy Mayor and Councillors are provided in accordance with a Determination of the Victorian Independent Remuneration Tribunal under the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019.

Despite the repeal of the allowance provisions under the Local Government Act 1989 (LGA 1989), those sections of the LGA 1989 continue to apply in respect of allowances until such time as the first Determination is made by the Victorian Independent Remuneration Tribunal. Accordingly, Council is required to review and determine the level of mayoral and councillor allowances within the period of 6 months after a general election or by the next 30 June, whichever is later. A person has a right to make a submission under section 223 of the LGA 1989 in respect of a review of allowances.

This report seeks to review and determine allowances payable to the mayor and councillors and to commence public consultation under section 223 of the LGA 1989.

COUNCIL RESOLUTION

MOVED: CR STEPHEN MAYNE
SECONDED: CR MICHELLE KLEINERT

- A. That Council endorse in principle a mayoral allowance of \$100,434 with a \$9541 superannuation contribution, and a councillor allowance of \$31,444 with a \$2987 superannuation contribution.**
- B. That public notice of the proposed mayoral and councillor allowances be given by inviting submissions to be made in accordance with sections 74(4) and 223 of the Local Government Act 1989.**
- C. That a committee comprising all councillors be appointed to consider all submissions received.**
- D. Following consideration of all submissions, a report recommending the mayoral and councillor allowances be presented to the Council meeting on 23 March 2021.**

CARRIED

2. BACKGROUND

- 2.1 Mayors and councillors are entitled to receive remuneration in the form of an allowance while performing their duties as an elected official.
- 2.2 As outlined in the executive summary, until such time as the *Victorian Independent Remuneration Tribunal* makes its first determination on allowances, the provisions of the LGA 1989 continue to apply in respect of the review and determination of mayoral and councillor allowances.
- 2.3 It is unlikely that a determination will be made before 30 June 2021. Therefore councils are required to undertake a review of allowances in accordance with section 74 of the LGA 1989.
- 2.4 Section 74 requires a Council to review and determine the level of allowance within the period of 6 months after a general election or by the next 30 June, whichever is later. The allowance set will remain in effect for the full term of the Council being 2020-2024 subject to an annual review by the Minister for Local Government or a Determination by the *Victorian Independent Remuneration Tribunal*.
- 2.5 Under the LGA 1989 the Victorian Government sets the upper and lower limits for all allowances paid to the mayor and councillors by Order in Council. At least once every year, the Minister reviews the limits and ranges of mayoral and councillor allowances. The review must have regard to movements in salaries of executives within the meaning of the *Public Administration Act 2004*. Council must increase its mayoral and councillor allowances in accordance with the adjustment factor.
- 2.6 The Minister has conducted his review under section 73B of the LGA 1989 and determined that this year no adjustment to allowances will be made. The allowance range for a category 3 Council, approved by the Minister and effective from 1 December 2019 is:
- Mayor: up to \$100,434 per annum
 - Councillor: \$13,123 - \$31,444 per annum
- 2.7 There is also a legislative requirement for an amount equivalent to the superannuation guarantee under Commonwealth taxation legislation (currently 9.5%) to be paid in addition to the allowance.
- 2.8 Any review of mayoral and councillor allowances must involve public consultation under section 223 of the LGA 1989.

3. DISCUSSION / ISSUE

- 3.1 In reviewing allowances, a Council may determine to either retain its current allowances or vary them to a different amount within the range and limit applicable to Category 3.

- 3.2 In determining allowances, consideration should be given to the scale and increasing complexity in the roles of both the mayor and councillors. Workloads continue to increase in line with the city's growth and the provision of suitable allowances enables those committed to civic leadership to better inform their choices about public service, their careers and financial future whilst balancing family and public life.
- 3.3 A review of Councils in the eastern region (Knox, Monash, Whitehorse and Yarra Ranges) and neighbouring category 3 Council's (Banyule and Boroondara) shows that like Councils have set their allowances at the top end of the range set by the Victorian government. This reflects the significant value and role of councillors in providing leadership and representing the varied interests of its diverse community.
- 3.4 The duties of a councillor demand time, energy and commitment with many reducing their time in paid employment to meet the demands of the role. While an allowance helps in part to compensate councillors, it does not reflect the actual value of the time and commitment they contribute to the role and the community.
- 3.5 It is recommended that Council support in principle the setting of the mayoral and councillor allowances for the 2020-2024 Council term at the maximum of the allowable range of category 3.
- 3.6 The process and timing for determining mayoral and councillor allowances is proposed below:

Endorse allowances in principle for public consultation	28 January 2021
Public notice of submissions	1 February 2021
Close of submissions	1 March 2021
Hearing of submissions	9 March 2021
Council to determine and adopt allowances	23 March 2021
Allowances come into effect from the date of adoption	23 March 2021

4. COUNCIL PLAN / STRATEGY

The provision of mayoral and councillor allowances supports elected representatives in the performance of their role which entails contributing to the strategic direction of the Council through the development and review of key strategic documents including the Council Plan.

5. IMPACTS AND IMPLICATIONS

5.1 Finance / Resource Implications

Current mayoral and councillor allowances are set at:

- Mayor: \$81,204 per annum (plus 9.5% superannuation)
- Councillor: \$10,914 - \$26,245 per annum (plus 9.5% superannuation)

An increase in allowances to the maximum allowable in category 3 would see an annual increase as follows:

- Mayor: \$19,230 (plus 9.5% superannuation)
- Councillor: \$5,199 (plus 9.5% superannuation)

The financial impact of increasing the allowance (plus 9.5% superannuation) effective from 23 March 2021 until the end of the financial year is approximately \$16,500. This can be accommodated within existing resources.

5.2 Communication and Engagement

Section 74(4) of the Act provides that a person has a right to make a submission under section 223 of the Act in respect of a review of allowances. Council must give public notice specifying that the mayoral and councillor allowances are being reviewed and invite submissions. The Act provides that the submission period must be open for at least 28 days from the date of publication of the notice. Submissions received will be considered by a committee appointed by Council for that purpose. Notice will be placed in The Age, on Council's website and social media channels inviting submissions.

6. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any general or material conflict of interest in this matter.

13.2 Informal Meetings of Councillors

File Number:	IN20/693
Responsible Director:	Chief Executive Officer
Attachments:	1 Governance Briefing - 12 November 2020 ↓
	2 Library Background Briefing - 4 December 2020 ↓
	3 Strategic Briefing Session - 8 December 2020 ↓
	4 Heritage Advisory Committee - 9 December 2020 ↓
	5 Sustainable Design Taskforce - 17 December 2020 ↓
	6 Strategic Briefing Session - 19 January 2021 ↓

EXECUTIVE SUMMARY

Chapter 6, sub rule 1 of the Governance Rules adopted by Council on 25 August 2020, requires a record of each meeting that constitutes an Informal Meeting of Councillors to be reported to Council and those records are to be incorporated into the minutes of the Council Meeting.

COUNCIL RESOLUTION

MOVED: CR CARLI LANGE
SECONDED: CR LAURA MAYNE

That Council note the Informal Meetings of Councillors for the following meetings and that the records be incorporated into the minutes of this Council meeting:

- **Governance Briefing – 12 November 2020**
- **Library Background Briefing – 4 December 2020**
- **Strategic Briefing Session – 8 December 2020**
- **Heritage Advisory Committee Meeting – 9 December 2020**
- **Sustainable Design Taskforce – 17 December 2020**
- **Strategic Briefing Session – 19 January 2021**

CARRIED

2. BACKGROUND

- 2.1 In accordance with section 60 of the Local Government Act 2020, Council adopted its Governance Rules (Rules) on 25 August 2020 with the Rules coming into effect from 1 September 2020.
- 2.2 Chapter 6, sub rule 1 of the Rules requires the Chief Executive Officer to ensure a summary of matters discussed at an informal meeting is tabled at the next convenient Council meeting and recorded in the minutes of that meeting.

2.3 An Informal Meeting of Councillors is a meeting that:

- is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
- is attended by at least one member of Council staff; and
- is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

3. DISCUSSION / ISSUE

3.1 Summaries of the following informal meetings are attached to this report.

- Governance Briefing – 12 November 2020
- Library Background Briefing – 4 December 2020
- Strategic Briefing Session – 8 December 2020
- Heritage Advisory Committee Meeting – 9 December 2020
- Sustainable Design Taskforce – 17 December 2020
- Strategic Briefing Session – 19 January 2021

4. DECLARATIONS OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Governance Briefing				
Date:	Thursday, 12 November 2020				
	<table border="1"> <tr> <td>Time Opened:</td> <td>6:30pm</td> </tr> <tr> <td>Time Closed:</td> <td>9:00pm</td> </tr> </table>	Time Opened:	6:30pm	Time Closed:	9:00pm
Time Opened:	6:30pm				
Time Closed:	9:00pm				
Location:	Council Chambers, Civic Centre				
Councillors Present:	Cr Andrew Conlon (Mayor), Cr Anna Chen, Cr Deirdre Diamante, Cr Geoff Gough, Cr Michelle Kleinert, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne and Cr Stephen Mayne				
Officers Present:	Andrew Day, Chief Executive Officer Angelo Kourambas, Director City Planning & Community Rachelle Quattrocchi, Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerryn Paterson, Group Manager People and Communications Carrie Bruce, Senior Governance Advisor				
Apologies:	Nil				
Items considered:	<ol style="list-style-type: none"> 1. Local Government Act 2020 2. Governance Rules 3. Council and Committee Meetings 4. Health and Safety Obligations 5. Child Safety 6. Councillor Code of Conduct 7. Council Integrity 8. Conflicts of Interest 9. Personal Interests Returns 				

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Library Background Briefing		
Date:	Friday, 4 December 2020	Time Opened:	4.00pm
		Time Closed:	5.00 pm
Location:	Councillors Lounge		
Councillors Present:	Cr Michelle Kleinert, Cr Stephen Mayne		
Officers Present:	Lee Robson, Sally Both (Library CEO)		
Apologies:	Nil		
Items considered:	<ol style="list-style-type: none"> 1. Background to the library board and familiarisation 2. Future priorities 3. Meeting dates 4. Status of the Strategic Review 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 8 December 2020	Time Opened:	7.00 pm
		Time Closed:	11:15 pm
Location:	Council Chamber, Civic Centre		
Councillors Present:	Cr Andrew Conlon (Mayor), Cr Anna Chen, Cr Deirdre Diamante, Cr Geoff Gough, Cr Michelle Kleinert, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne and Cr Stephen Mayne		
Officers Present:	Andrew Day, Chief Executive Officer Angelo Kourambas, Director City Planning & Community Frank Vassilacos, Manager Integrated Planning Fiona Troise, Manager Statutory Planning Liz Lambropoulos, Team Leader Integrated Transport		
Apologies:	Nil		
Items considered:	<ol style="list-style-type: none"> 1. Strategic and Statutory "Planning 101" 2. North East Link (NEL) Briefing 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Heritage Advisory Committee Meeting				
Date:	Wednesday, 9 December 2020				
	<table border="1"> <tr> <td>Time Opened:</td> <td>4.30 pm</td> </tr> <tr> <td>Time Closed:</td> <td>6.00 pm</td> </tr> </table>	Time Opened:	4.30 pm	Time Closed:	6.00 pm
Time Opened:	4.30 pm				
Time Closed:	6.00 pm				
Location:	Via Zoom				
Councillors Present:	Cr Diedre Diamante				
Officers Present:	Frank Vassilacos (Manager Integrated Planning), Fiona Troise (Manager Statutory Planning), Matthew Lynch (Strategic Planner), Daniela Galatoulas (Office Coordinator) and Council’s Heritage Advisor - Mark Huntersmith (Context).				
Apologies:	Nil				
Items considered:	<ol style="list-style-type: none"> 1. Welcome and acknowledgements 2. Introduction from Cr Diamante 3. Introduction from Committee Members 4. Declarations of conflicts of interest 5. Confirmation of minutes – meeting 19 August 2020 6. Action Items arising from meeting – 19 August 2020 7. Report from Council’s Heritage Advisor 8. On-line course for Australian History 9. Heritage Review / Tree Register 10. Consideration of Dr Poulter’s email, dated 13/8/2020 11. ‘Longridge Farm’ Alexander Road, Warrandyte 12. ‘Pound Reserve’, Pound Road, Warrandyte 13. 298-302 Warrandyte Ringwood Road 14. General Business 15. Meetings for 2021 				

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Sustainable Design Taskforce		
Date:	Thursday, 17 December 2020	Time Opened:	7:30 am
		Time Closed:	9:30 am
Location:	Online (Zoom)		
Councillors Present:	Councillor Anna Chen (Deputy Mayor) – Waldau Ward Councillor Carli Lange – Yarra Ward Councillor Deirdre Diamante – Tullamore Ward Councillor Stephen Mayne – Ruffey Ward		
Officers Present:	Fiona Troise, Manager Statutory Planning Daniel Yu, Coordinator Statutory Planning Subash Nanoo, Coordinator Traffic and Development Lauren Shelton, Principal Planner Michelle West, Town Planner Jessica Thomas, Town Planner Jan Marzic, Approvals Engineer Dylan Pedersen, Office Coordinator Statutory Planning		
Apologies:	Nil		
Items considered:	<ol style="list-style-type: none"> 1. Planning application PLN20/0454 – 385 Manningham Road, Doncaster 2. Planning application PLN20/0447 – 57 Stables Circuit, Doncaster 3. Planning application PLA20/0170 – 15 Andersons Creek Road, Doncaster East 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 19 January 2021	Time Opened:	07:00 pm
		Time Closed:	08:52 pm
Location:	Council Chamber, Civic Centre		
Councillors Present:	Cr Andrew Conlon (Mayor), Cr Anna Chen, Cr Deirdre Diamante, Cr Geoff Gough, Cr Michelle Kleinert, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne and Cr Stephen Mayne		
Officers Present:	Andrew Day, Chief Executive Officer Angelo Kourambas, Director City Planning & Community Philip Lee, Director Shared Services Grant Jack, Acting Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerryn Paterson, Group Manager People and Communications Jude Whelan, Manager Communications Emily Qing, Community Engagement and Research Advisor Jon Gorst, Chief Financial Officer Yuki Cheah, Coordinator Management Accounting Jen Martin, Corporate Planning and Performance Advisor Carrie Bruce, Senior Governance Advisor		
Apologies:	Nil		
Items considered:	<ol style="list-style-type: none"> 1. LGPRF 2019-20 Results 2. Sport and Recreation Victoria Grant Applications 3. Draft Community Engagement Policy 4. Manningham's Deliberative Community Panel 5. Determination of Mayoral and Councillor Allowances 6. Fitzsimons Lane Upgrade 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

14 NOTICES OF MOTION

14.1 Notice of Motion by Cr Stephen Mayne (NOM No. 1/2021)

File Number: IN21/18

Attachments: Nil

COUNCIL RESOLUTION

MOVED: CR STEPHEN MAYNE
SECONDED: CR TOMAS LIGHTBODY

That Council:

- A. receive a report at the 24 August 2021 council meeting which commences a formal review of Council's Governance Rules containing options and officer recommendations for changes and improvements to Chapter 2 – Meeting Procedure for Council Meetings, with a view to increasing transparency, disclosure and community participation at council meetings along with appropriate rules for fair and open debate.**
- B. propose the following matters be included in the report along with officer comments on these proposals:**
 - 1. When a resolution is not unanimous, the minutes are to name the councillors voting for and against each item of business, thereby avoiding the need for a division to be called by a councillor to accurately record how individual councillors voted;**
 - 2. A transcript of each council meeting is to be presented for approval at the immediate following council meeting and then placed alongside the minutes of the meeting on the council website;**
 - 3. All councillors, including the mover, are entitled to speak for 4 minutes on an individual item of business and the mover of an item is entitled to make concluding remarks for no more than 2 minutes about an item of business where someone other than the mover has spoken to the item, provided that no new information is introduced in the concluding remarks;**
 - 4. A councillor can call for an officer presentation introducing an item of business at a council meeting provided that council business has been provided written notice of an intention to do this at least 6 days before the commencement of the meeting;**
 - 5. The CEO is entitled to call for an officer presentation of up to 5 minutes prior to the commencement of debate on any item of business at a council meeting;**

6. A time clock viewable by all councillors recording the length of each speaker contribution is to be displayed at council meetings, along with the text of each proposed resolution being debated, along with any proposed or agreed amendments;
 7. The deadline for lodging a notice of motion for a councillor is to be reduced from 14 days to 6 days prior to the commencement of the meeting. The proposed motion must be lodged with the CEO by two sponsoring councillors in writing by no later than midday on the Wednesday before a council meeting;
 8. The public is to be provided at least 5 full days of notice of the agenda ahead of each public council meeting with officers aiming for a consistent “go live” time of 4pm on the Wednesday ahead of the following Tuesday’s council meeting, 4 hours after the deadline for the lodgement of notices of motions;
 9. The requirement at 48.6 in the current meeting procedures that notices of motion must call for a Council report in a wide range of circumstances is to be reviewed, reducing the mandatory involvement of council officers to produce a report at a subsequent meeting;
 10. The regular “councillor questions” agenda item is to be replaced by a standing agenda item called “councillor reports, statements and questions” where individual councillors are given one opportunity of no more than 5 minutes to ask questions or report back on matters of interest to the council;
 11. A second opportunity for public questions will be introduced for a maximum of 15 minutes at the end of the public sessions of each council meeting and these can only be asked orally by someone present in the gallery or submitted in writing after the meeting commences at 7pm. The public are limited to a maximum of 2 questions each;
 12. When speaking at a council meeting, it will no longer be mandatory for all councillors to stand;
- C. commence a process of community engagement on the revised Governance Rules after which a final report will be presented no later than the 14 December 2021 council meeting, with a view to the new meeting procedures coming into effect on January 1, 2022.

CARRIED

14.2 Notice of Motion by Cr Tomas Lightbody (NOM No. 2/2021)

File Number: IN21/24

Attachments: Nil

COUNCIL RESOLUTION

MOVED: CR TOMAS LIGHTBODY

SECONDED: CR LAURA MAYNE

That Council:

- A. shows its support for equality and inclusivity by registering to march in the scheduled Midsumma Pride March on Sunday 23rd of May 2021 under a Manningham Council Banner and notes that registration need to occur prior to Friday 19th March 2021.**
- B. note that due to Covid restrictions there is a maximum of 10 participators per group to ensure that all groups can participate. As a result the 10 people should be made up primarily of a mix of Councillors and Council Staff, with any remaining places open to expressions of interest by local community members or community organisations not already represented in the march.**

CARRIED

15 URGENT BUSINESS

15.1 Commonwealth Bank of Australia Branch Closure at Macedon Square

Conflict of Interest

Cr Diamante left the meeting at 8:16pm before the motion was moved and returned at 8:24pm after the matter had been resolved taking no part in the discussion or voting on this item.

COUNCIL RESOLUTION

MOVED: CR STEPHEN MAYNE
SECONDED: CR MICHELLE KLEINERT

That Council:

1. notes with concern a letter from the Commonwealth Bank to the CEO dated 21 January 2021, advising of the permanent closure of the CBA branch at Macedon Square in Lower Templestowe after it was temporarily closed in late 2019-20 as a COVID-19 measure to free up staff for more call centre work;
2. resolves to include a copy of the letter in the minutes of this meeting and undertake an advocacy campaign with CBA to delay or reverse this decision, including a letter from the Mayor or CEO to relevant CBA personnel;
3. requests officers prepare a briefing for councillors outlining current ATM coverage in Manningham, council's current banking relationships and the history of bank branch openings and closures since Manningham was proclaimed in 1994.
4. specifically requests CBA to engage with property owners at Macedon Square to ensure an ATM service is provided beyond the current proposed closure date of 19 February 2021.

CARRIED



Mr. Andrew Day
Chief Executive Officer
Manningham City Council
PO Box 1
Doncaster, VIC, 3108

21 January 2021

Dear Andrew,

Our Lower Templestowe branch temporarily closed earlier last year in response to the coronavirus pandemic so our people could support our customers where they needed us most – in our Australian-based call centres.

Our customers' needs have been changing with more and more people choosing to do their banking online and over the phone – so we have decided not to re-open our Lower Templestowe branch. Please know the ATMs at this branch will continue to be available until Friday, 19 February 2021.

How this affects you

These changes do not affect your accounts or BSB in any way and no changes to council Local Government Relationship Team, so you do not need to do anything.

You will still be able to use any of our branches Australia wide, including the other branches we have nearby:

- Westfield Doncaster – 619 Doncaster Road
- Bulleen – 79-109 Manningham Road
- The Pines Doncaster – Corner Blackburn & Reynolds Rds, Doncaster East

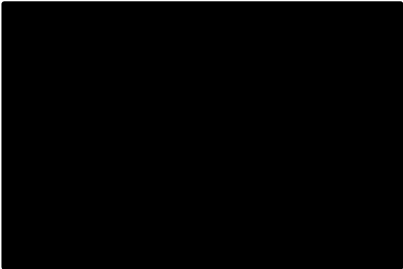
Banking in Templestowe Lower

- Australia Post outlets are also available for your personal and business banking transactions such as withdrawals, deposits and bill payments including passbooks during normal business hours. You will find the nearest Australia Post office located Templestowe Heights LPO – 10 Macedon Road, Templestowe Lower.

The CommBank Customer Service line 13 2221 is available from 6am - 10pm, 365 days a year for general enquiries. Some services are available 24x7, see commbank.com.au/contactus for details. The Council's IB Govt Premium Service Team can also be contacted on 1800 020 306.

If you have any questions please feel free to contact either of us.

Yours faithfully,



16 COUNCILLORS' QUESTION TIME

16.1 Yarra Valley Country Club; Templestowe RSL and Bulleen Templestowe Cricket Club

Cr Stephen Mayne has submitted the following questions to Council:-

- Q1 Could the Director of City Planning and Community provide an update on the situation with the Yarra Valley Country Club. What outcome is council seeking through the current panel process? What is the owner of the site seeking and what do we anticipate the outcome is likely to be? Would it be appropriate for a report on the panel process to be brought to the March council meeting?

Mr Angelo Kourambas, Director City Planning and Community responded that a Planning Scheme Amendment C125 was prepared by the Minister for Planning at the request of Yarra Valley Country Club. The amendment seeks to change the planning scheme controls to enable the land to be redeveloped for residential purposes and a significant area of public open space. The main rationale is to get residential development on the site instead of the current country club facilities and functions.

The development plan proposes between 160 – 310 new dwellings on the site ranging in size from townhouses through to apartment buildings. The proposed residential development is focussed on the southern section of the site, in the area currently occupied by the country club's car parks and buildings. The balance of the site constitutes around 73% of the site and approximately 16 hectares is proposed to be set aside as open space and transferred to either the Council, if this Council so wishes, or potentially to the State Government.

Mr Kourambas advised that the Minister for Planning had established the Yarra River-Bulleen Precinct Advisory Committee to consider and make recommendations on the Amendment, as well as revise the Bulleen Precinct Land Use Framework Plan (Framework Plan). This is a strategic document the government has prepared that covers that part of the Bulleen area, the Yarra River Corridor and it proposes a number of potential improvements in terms of land uses, pedestrian connections etc. and covers parts of Bulleen, Heidelberg and Lower Templestowe.

The Yarra Valley Country Club site is located within the Framework Plan area. The amendment and Framework Plan were exhibited between August and September 2020. The Advisory Committee hearing is taking place between 18 January – 1 March 2021, and is hearing from the proponent, from state government departments and a series of expert witnesses that are being brought by the various parties. Council is being represented by Barrister Daniel Robinson and instructed by Harwood Andrews, lawyers.

In terms of what Council wants, officers consider that some residential development on the land is appropriate, as is the proposed transfer of private open space to potential public open space and that represents a significant community benefit. However, Council has also raised concerns in its submission and to the panel, that there is insufficient information currently to determine the appropriateness of the proposed planning controls that have been tabled, particularly in terms of the visual and environmental impact on the surrounding area.

Mr Kourambas summarised that Council is seeking the proponent to demonstrate that the proposed development:

- *would work in terms of scale and form that is compatible with and positively responds to the sensitive visual and environmental characteristics of the area, including Heide;*
- *Offers housing choice by providing a range of densities and housing sizes;*
- *Provides a minimum 5% affordable housing;*
- *Demonstrates a 'net community benefit'. Eg useable and accessible new public open space, ESD, interface with Heidi etc.*

In terms of the outcome, Mr Kourambas responded that it is too early to determine at this stage. The Advisory Committee is hearing from submitters and a range of expert witnesses called by different parties. Officers are providing Councillors with updates weekly. The Advisory Committee is required to submit its report in writing to the Minister for Planning by the 15 April. If the amendment is approved by the Minister, it will be the responsibility of Council to approve any future development for the site.

In relation to the last question, given the timing of the Panel's report March may be premature, but officers will be briefing Councillors in March about the Amendment and seeking direction on the proposed POS. Regular updates are also provided to Councillors via the Councillor Bulletin.

Cr Anna Chen asked a follow up question in relation to the amendment and whether Council has or could consider public transport accessibility in their submission?

Mr Kourambas advised that Council can look into that.

Cr Geoff Gough asked if the Panel related to the planning application or to land use and zoning?

Mr Kourambas responded that the advisory committee is considering a rezoning and proposed controls and guidelines that the amendment contains. The original submission by the proponent included a development plan, which is effectively a high level concept plan of what the development could look like. Around Christmas Eve, the proponent withdrew the development plan and said that they would just seek the rezoning and the wording of the new provisions without providing any guidance. In terms of a plan, that would come later. Therefore yes, effectively Council will be considering a rezoning and the appropriate wording that should be in the relevant provisions to guide the appropriate development and other things outlined earlier.

- Q2 Could the Chief Executive Officer provide an update on whether the letters from the mayor outlining the sale and lease back arrangement with the Templestowe RSL have been sent to the 30 mayors of Victorian councils which host RSL branded pokies venues. Would it be possible for a copy of one of these letters to be made publicly accessible via the council website, preferably adjacent to the minutes of the December council meeting?

Mr Andrew Day, Chief Executive Officer responded that the letters are complete and are being circulated today. My Day also confirmed that a copy of the letter will be included on the Council website adjacent to the minutes of the December council meeting

- Q3 The President of the Bulleen Templestowe Cricket Club has inquired as to whether the club can commission a large “The Bullants” sign to be painted on the silver tin roof about the eaves of the pavilion at Ted Ajani Reserve. The sign will be visible from all over the ground and is proposed to be fully funded by the tenant clubs. The co-tenant football clubs (junior and senior) are also known as “The Bullants” and would be involved in signing off the specific size, colour and design. Does council need to be involved in signing off too?

Ms Rachelle Quattrocchi, Director of City Services responded that officers have been in discussions with the club about the proposal which would need a planning permit to be submitted to council for assessment. Officers have also recommended that the club seek endorsement from other stakeholders who also utilise the site. Ms Quattrocchi advised that officers will work together with the club and provide assistance with how to lodge a planning application if required.

16.2 Parking and Consultation with Residents along Everard Drive

- Q1 Cr Carli Lange thanked officer James Patterson for his voluntary, professional and open-minded community consultation with residents of Everard Drive, Warrandyte and asked whether the Director of City Services could confirm that moving forward there will be a planned approach to parking and consultation with the residents with Everard Drive?

Ms Rachelle Quattrocchi, Director of City Services thanked Cr Lange for her question and confirmed from that from an onsite meeting with residents in the street, there has been a proposal put forward in terms of ongoing consultation around parking within the street.

- Q2 Cr Lange thanked officers Helen Napier and Michael Tregonning for their professional and informative ‘walk about’ of the Mullum Mullum Trail, behind Currawong Bush Park, at the end of Bellbird Place Warrandyte and asked the Director of City Services to provide an update on the Fire Preparedness work by officers and land management issues?

Ms Quattrocchi responded that there has been further discussion with relevant service authorities around maintenance and fire preparation work in the area and a plan being put in place for that maintenance to occur.

- Q3 Cr Lange requested an update on the approach to messaging with the community and the approach moving forward regarding “Permit to Burn’ concerns and inquires.

Mr Angelo Kourambas, Director of City Planning and Community responded that it is Manningham’s practice to issue permits to burn for a three-year period and these permits, almost 2000, expired on 30 November. Subsequently, the Local Laws team have received requests for new permits to burn, however due to localised conditions and the heightened risk of fire (effectively high curing rates in Manningham), applications for new permits have been denied since that time.

Mr Kourambas acknowledged that there has been a bit of confusion as the CFA has not yet declared the fire danger period and yet council is not issuing any more permits. Officers have had discussions with the CFA and it has been confirmed that the Manningham localised risk-based approach is appropriate and supported.

Although the district had not been declared, Council can take appropriate action as they see fit if the local conditions would dictate that it's more dangerous here, as it might be in other parts of this district. Coincidentally, Mr Kourambas confirmed that the CFA today has advised that the fire danger period will commence on the 8th of February across the whole district, which includes Manningham and three other councils. That will be communicated through our normal channels most likely tomorrow, if not already done so.

Mr Kourambas informed that moving forward, officers are reviewing the permit to burn process as part of the local law review to provide a more efficient and clear process and this information will be provided on Council's website when that time comes. Additionally, officers will be looking at new permit systems to improve communication within the community utilising technology such as text messages and social media rather than traditional means.

Prior to the completion of the local law review, any permits issued will clearly specify what residents can or cannot do. In the meantime, now that the fire danger period will be declared, Council will definitely not be issuing any permits. Once the fire danger period in Manningham is reduced, we will recommend issuing permits until such time as mentioned, we will go through a proper review process and see how this council wants to deal with this issue moving forward.

16.3 Rubbish Dumped on Nature Strip and Petition regarding Timber Ridge Reserve Boom Gate

- Q1 Cr Deidre Diamante thanked council officers for the action undertaken to address the ongoing issue of significant rubbish being dumped on the nature strips of Meader and Firth Street, Doncaster and requested an update from the Director of City Services regarding this ongoing issue both from a clean-up and prevention perspective.

Ms Rachelle Quattrocchi, Director of City Services thanked Cr Diamante for her question and advised that there has been an education awareness program around waste, in particular litter and dumped rubbish. Residents are able to book in two hard waste collection services per year, which can be made online. Despite this, there is the odd occasion where Council does find dumped rubbish within our city which we respond to and there is a compliance process to that. Council also work with DHHS and other partners in terms of appropriate measures to ensure that rubbish is not dumped after tenants leave properties.

Cr Anna Chen noted that from a Local Government Waste Forum survey, it appeared that clean up from illegal dumping and litter cost local Councils between \$40,000 to \$2 million per year, with a majority of responses showing the cost ranging between \$250,000 to half a million dollars which is money better spent elsewhere. Cr Chen asked, given the financial cost to council and the health and safety issues, could officers consider or develop a strategy (or action plan) including prevention, management, clean up, advocacy to achieve our vision for Manningham to be a better, liveable community with a culture of rejecting dumping rubbish and litter.

Ms Quattrocchi advised that she would take the question on notice.

- Q2 Cr Diamante asked the Director of City Services to provide an update on the November 2020 petition that came to Council regarding the installation of a boom gate leading to the Anthony's Avenue car park at Timber Ridge Reserve.

Ms Rachelle Quattrocchi, Director of City Services responded that officers are looking at security measures on site which does include reviewing whether or not a boom gate is a priority or if there are other measures that could be implemented such as lighting etc. Council is also working with our local police in monitoring these sites after hours as there has been antisocial behaviour happening at certain times. Council is also reviewing a strategy in general open space areas for the use of boom gates, other safety measures and security on those sites.

17 CONFIDENTIAL REPORTS

There were no Confidential reports.

The meeting concluded at 8:47pm

Chairperson
CONFIRMED THIS 23 FEBRUARY 2021