



# City of Whitehorse

## AGENDA

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### Ordinary Council Meeting

To be held in the  
Council Chamber  
Nunawading Civic Centre

379 Whitehorse Road Nunawading  
on

**Monday 17 September 2018**

at 7:00pm

**Members:** Cr Andrew Davenport (Mayor), Cr Blair Barker, Cr Bill Bennett,  
Cr Raylene Carr, Cr Prue Cutts, Cr Sharon Ellis, Cr Tina Liu,  
Cr Denise Massoud, Cr Andrew Munroe, Cr Ben Stennett

**Ms Noelene Duff**  
Chief Executive Officer

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- *Opinions expressed or statements made by individual persons during a meeting are not the opinions or statements of Whitehorse City Council and therefore Council accepts no liability.*

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## AGENDA

### 1 PRAYER

#### 1a Prayer for Council

*We give thanks, O God, for the Men and Women of the past whose generous devotion to the common good has been the making of our City.*

*Grant that our own generation may build worthily on the foundations they have laid.*

*Direct our minds that all we plan and determine, is for the wellbeing of our City.*

***Amen.***

#### 1b Aboriginal Reconciliation Statement

*"In the spirit of reconciliation, Whitehorse City Council acknowledges the Wurundjeri people as the traditional custodians of the land we are meeting on. We pay our respects to their Elders past and present."*

### 2 WELCOME AND APOLOGIES

Cr Ellis has previously sought and been granted leave of absence for tonight's Ordinary Council Meeting 17 September 2018.

### 3 DISCLOSURE OF CONFLICT OF INTERESTS

### 4 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Minutes of the Ordinary Council Meeting 20 August 2018, Confidential Ordinary Council Meeting 20 August 2018 and Special Council Meeting 10 September 2018.

#### RECOMMENDATION

***That the minutes of the Ordinary Council Meeting 20 August 2018, Confidential Ordinary Council Meeting 20 August 2018 and Special Council Meeting 10 September 2018 having been circulated now be confirmed.***

### 5 RESPONSES TO QUESTIONS

## **6 NOTICES OF MOTION**

### **6.1 Rescission Motion No 113 - Cr Massoud**

*It is the intention of Councillor Massoud to move at the Ordinary Council Meeting to be held on 17 September 2018 that the motion of Special Council Meeting passed on 10 September 2018, viz:*

*That Council:*

- 1. Appoint Ireland Brown Construction Pty Ltd as the successful contractor and sign the formal contract document for Contract 30020 for the construction of the Nunawading Community Hub for the amount of \$24,666,433.00 including GST.*
- 2. Approve an additional amount in the funding over the approved budget of \$28M to accommodate for new costs largely associated with the existing heritage building and the incorporation of Environmentally Sustainable Design (ESD) components to achieve a 5 Star Green Star Rating.*

*be rescinded.*

### **6.2 Notice of Motion No 114 - Cr Massoud**

*That subject to the notice of rescission 113 being carried Councillor Massoud proposes to move:*

*That Council:*

- 1. Appoint Buxton Constructions (Vic) Pty Ltd, trading as Buxton Constructions (Vic) Pty Ltd ABN 93 141 994 425, Level 1, 262 Lorimer Street, Port Melbourne, Vic 3207 as the successful contractor, and sign the formal contract document for Contract 30020 for the construction of the Nunawading Community Hub for the amount of \$26,256,349 including GST.*
- 2. Approve an additional \$2,237,878 in funding over the approved budget of \$28M to accommodate for new costs largely associated with the existing heritage building and the incorporation of Environmentally Sustainable Design (ESD) components to achieve a 5 Star Green Star rating.*

## **7 PETITIONS**

## **8 URGENT BUSINESS**

## **9 COUNCIL REPORTS**

### **9.1 CITY DEVELOPMENT**

#### **Strategic Planning**

#### **9.1.1 Strategic Planning Update**

FILE NUMBER: SF10/90

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#### **SUMMARY**

*This report outlines progress with key strategic planning projects from March 2018 to date and recommends that this update report be acknowledged.*

#### **RECOMMENDATION**

***That Council acknowledge the report on progress of Strategic Planning projects.***

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#### **BACKGROUND**

Council's Strategic Planning Unit undertakes a range of projects that respond to the strategic planning needs of Whitehorse, updates the Whitehorse Planning Scheme and manages projects to proactively plan for future improvement, development opportunities and protection of important features and places within the City.

#### **DISCUSSION**

The following is a summary of the current status of key projects being undertaken through the Strategic Planning Unit. The last update to Council was provided at its meeting on 19 March 2018.

#### ***Key planning scheme amendments and their status include:***

##### Amendment C175 – Box Hill Metropolitan Activity Centre Built Form Guidelines

The draft *Box Hill Metropolitan Activity Centre Built Form Guidelines* (the Guidelines) were prepared to provide guidance on the built form and public realm in key areas of Box Hill. Amendment C175 proposed to implement the findings of the Guidelines by introducing a Design and Development Overlay and applying it to precincts within the Activity Centre, rezoning land as recommended in the *Box Hill Transit City Activity Centre Structure Plan* adopted in 2007 (the Structure Plan) and making minor changes to local planning policy to reference the Guidelines.

The draft Guidelines and Amendment C175 were exhibited in February / March 2017 and a Panel Hearing was subsequently held from 24 July 2017 until 4 August 2017. The Panel Report was received by Council on 6 October 2017 and recommended that the proposed Design and Development Overlay be abandoned. Council undertook a comprehensive review of the Panel report findings, and held discussions with the Department of Environment, Land, Water and Planning and the Victorian Planning Authority to determine how to progress strategic planning work for the Box Hill MAC. At the Council meeting on 25 June 2018 Council resolved to abandon the amendment and progress a program of future work for the MAC in the 2018/19 budget process.

##### Amendment C191 and C196 –Municipal Wide Significant Landscape Overlay

Council adopted the Whitehorse Tree Study Final Options Report on 18 July 2016 and sought authorisation from the Minister for Planning to commence an amendment to the Whitehorse Planning Scheme to implement the recommendations from the Tree Study.

### 9.1.1

(cont)

Amendment C196 sought to extend the Significant Landscape Overlay to all residential land in the municipality on a permanent basis. Amendment C191 sought to apply the proposed Significant Landscape Overlay on an interim basis while the permanent controls were being pursued. The request for both the interim and permanent controls was lodged with the Minister for Planning in May 2017.

The Minister for Planning approved Amendment C191 which came in effect on 8 February 2018. The new tree protection controls will expire after 31 December 2018. All owners and occupiers of land affected by the new interim tree protection controls were individually notified by mail on 21 February 2018 and notices have appeared in the Leader Newspaper and in the Whitehorse News.

The Minister for Planning refused Amendment C196 and directed Council to undertake further strategic work to justify the controls on a permanent basis. Funding required to undertake the further work has been included in the 2018/19 budget and consultants have been appointed to undertake the project to support the introduction of permanent controls.

#### Amendment C193 – 289-291 Morack Road, Vermont South

The amendment applies to land at 289-291 Morack Road, Vermont South. The amendment sought to:

- Rezone a part of the site that is currently designated as Commonwealth Land to the General Residential Zone, Schedule 5;
- Rezone a part of the existing Urban Floodway Zone land to the General Residential Zone, Schedule 5;
- Introduce and apply the Design and Development Overlay, Schedule 10; and
- Apply the Environmental Audit Overlay.

The Amendment was adopted by Council on 29 January 2018 and was subsequently approved by the Minister for Planning before being gazetted on 7 June 2018.

#### Amendment C194 – Combined Planning Scheme Amendment and Planning Permit for 517–521 Station Street and 2-8 Oxford Street, Box Hill

The Amendment is a combined planning permit application and planning scheme amendment under Section 96A of the *Planning and Environment Act 1987*. The amendment proposes to rezone the land at 517 and 519-521 Station Street Box Hill from the Public Use Zone to the Mixed Use Zone and rezone the land at 2-8 Oxford Street Box Hill from the Residential Growth Zone to the Mixed Use Zone. The amendment also proposes to introduce an Incorporated Document for 517 and 519-521 Station Street, Box Hill.

The draft Planning Permit for the 517 and 519-521 Station Street site is for building and works to construct buildings of up to 18 storeys including rooftop plant plus up to 3 levels of basement car parking. The proposal comprises retail premises, office, restricted recreational facility (gymnasium), medical centre, accommodation, serviced apartments, child care facility, a reduction in the standard requirements for car parking facilities and alteration of access to a road in a Road Zone, Category 1.

The Amendment was exhibited from 27 April until 29 May 2017 and a Panel hearing was held from 2 - 6 October 2017. Having considered the Panel report, Council adopted the Amendment and recommended approval of the planning permit on 29 January 2018 and subsequently submitted documents to the Minister for Planning for approval. Council received advice of approval of the amendment and planning permit from the Department of Land, Water and Environment (under delegation from the Minister for Planning) on 17 August 2018 and the amendment was subsequently gazetted on 6 September 2018. The approval includes minor changes to the Incorporated Document and to the planning permit.

### **9.1.1**

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#### ***Activity Centres***

Officers continue to implement actions from adopted structure plans and urban design framework plans for activity centres in the municipality. A monitoring framework for implementation of the plans has also been established and is periodically updated.

##### Burwood Heights Activity Centre – Former Burwood East Brickworks Site

The Development Plan Overlay (DPO) that currently applies to the former brickworks site at 78 Middleborough Road, Burwood East requires that a Development Plan be prepared to Council's satisfaction before planning permits can generally be granted for the development. The Development Plan is intended to guide future planning permit applications for each stage of this major development and assessment of those applications. A Development Plan was endorsed by Council on 28 February 2018 following Orders handed down by the Victorian Civil and Administrative Tribunal (VCAT) on 9 February 2018.

Several planning permit applications have been lodged with Council for assessment. Applications must be generally in accordance with the approved development plan and are exempt from third party notification. Subject to approval of planning permit applications, Frasers Property will progressively develop the site in stages. The status of planning permit applications for the site is shown on Council's web site at:

<http://www.whitehorse.vic.gov.au/BurwoodHeights.html>

##### Box Hill Metropolitan Activity Centre (MAC)

Actions relating to the Box Hill MAC are aligned with the Box Hill Structure Plan and other strategic documents and include:

- Urban design, landscape and strategic planning advice on major developments;
- Engagement with relevant departments across the organisation and external stakeholders to progress the Structure Plan; and
- Preparation of planning scheme amendments.

Further work is also being undertaken to progress the Structure Plan and development of the MAC. This includes:

- Complementary work to support a potential developer contribution mechanism, including:
  - Review of public open space provision in Box Hill which has recently commenced; and
  - Preparation of Urban Realm Treatment Guidelines for the public realm in response to new development in areas of Box Hill to that are experiencing rapid change (refer below). This work has been funded by the Victorian Planning Authority's (VPA) Streamlining for Growth Program.
- Preparation of a brief to review the Vision for Box Hill, including 3D modelling for the MAC and updating parts of the Structure Plan. Council was unsuccessful with its application for funding from the VPA for the 3D modelling component.

##### Tally Ho Activity Centre

The former ATV-0 television studios site at 104 – 168 Hawthorn Road in Forest Hill has been identified as a key redevelopment site in the Whitehorse Planning Scheme for over a decade. The Development Plan Overlay approved for the land in 2015 (via Amendment C110), requires that a Development Plan be prepared for the site before future planning permits can be granted. The Development Plan is intended to guide future planning permit applications for each stage of the development and assessment of those applications.

### 9.1.1

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The *Forest Ridge Development Plan* was endorsed by Council on 29 March 2018 following Orders handed down by VCAT on 13 November 2017, which approved changes including increasing the amount of public open space, a reduction in the height of some building envelopes and street wall heights, and increases in upper level building setbacks. All submitters to the display of the Development Plan were subsequently notified and the endorsed Plan is shown on Council's web site at:

<http://www.whitehorse.vic.gov.au/Forest-Ridge-Development-Plan.html>

A planning permit application has since been lodged with Council for subdivision and development of dwellings for Stage 1 "Snow Gum" (adjacent to Ansett Crescent Reserve) in the endorsed Development Plan. Applications must be generally in accordance with the approved Development Plan and are exempt from third party notification.

#### Nunawading Mitcham Megamile Structure Plan Background Review

The *Nunawading/MegaMile Major Activity Centre and Mitcham Neighbourhood Activity Centre Structure Plan* had been in operation since 21 April 2008, when Council formally adopted the document. The Structure Plan identified 70 actions, which are at varying stages of completion.

As part of the 2017-18 budget, a comprehensive background review of key policy changes and development trends that have occurred since adoption of the Structure Plan has been completed. The background review will be used to inform and guide the process for the update of the Structure Plan commencing in the 2018-19 year. Importantly, the background review does not seek to replace the Structure Plan, but rather to review its actions to reflect the many changes that have occurred since it was prepared.

A brief for review of the Structure Plan is currently being prepared.

#### ***Heritage***

##### Heritage Assistance Fund:

The Fund provides grants up to \$2,000 from a \$40,000 funding pool to eligible owners and occupiers to assist with the ongoing maintenance of their heritage properties. Of the 21 successful applicants in the 2017/2018 round of funding, 15 completed their projects within the timeframe and made claims totalling \$31,400. Applications for the 2018/19 round of funding closed on 12 September 2018 and will be considered by the Heritage Steering Committee in October 2018.

##### Heritage Advisor:

Council's Heritage Advisor continues to provide specialist advice to the Strategic Planning Unit. Responsibilities of the Advisor include responding to planning application referrals from the Statutory Planning Unit, liaising with the community and other departments of Council on heritage matters, undertaking heritage investigations and helping to assess Heritage Assistance Fund applications.

#### ***Other Major Council Projects***

##### The Neighbourhood Project

The City of Whitehorse was selected as one of three metropolitan Councils as part of the Neighbourhood Project; a pilot project which is a practical program to make community-led placemaking easier for Councils and communities. The Neighbourhood Project is part of the Resilient Melbourne Strategy.

The Place Activation Guidelines (PAGs) are the final stage of the Neighbourhood Project and focussed on reviewing and refining our processes across Council to ensure that interested community members can work with Council in an efficient and streamlined manner. The project was a cross-Department collaboration.



### 9.1.1

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The Draft PAGs consist of Whitehorse-specific information sheets to step the community through the process of community-led placemaking from idea to action. The Draft PAGs also provide direction and clarity across Council by streamlining internal processes and communication with the community.

#### Box Hill Urban Realm Treatment Guidelines (BHURT Guidelines)

The BHURT Guidelines project updates and expands the *Box Hill Urban and Landscape Design Guidelines 2010* to keep pace with the development trends in Box Hill. The project, led by Strategic Planning is in collaboration with internal departments across Council.

The BHURT project consists of two parts; the Draft BHURT Guidelines and Technical Information. The documents will guide development in Box Hill in a consistent, rational and efficient way for both capital works projects and private development. The Draft BHURT Guidelines will be finalised once all outstanding information has been received.

#### Built Environment Education Event (BEEE)

The Education Event is part of the wider Built Environment Education and Awards Program, with an education event and the awards program being held on alternate years. The Education Event is part of Sustainable Living Week and seeks to advocate for better outcomes in the built environment and address current key issues in Whitehorse.

The event *People, Places and the Environment* held on 31 May 2018 was based on the highly commended Nightingale Housing model. This emerging housing revolution constructs multi-residential buildings that are financially, socially and environmentally sustainable. Speakers Michael Macleod from Kennedy Nolan Architects and Simone Bliss from SBLA Studio are part of the Nightingale Housing model and presented a range of projects that addressed development that is socially and environmentally sustainable. Approximately 70 people attended the event.

#### Residential Corridors Study

The study looks at appropriate built form guidelines and associated planning scheme controls for those areas in the City of Whitehorse along key road corridors where land in the Residential Growth Zone interfaces with land in the Neighbourhood Residential Zone and the General Residential Zone. Such corridors include Burwood Highway (between Springvale Road and Hanover Road) and Whitehorse Road (between Elgar Road and Hood Street; between Mille Street and Whitehorse Reserve and Middleborough Road and Williams Road).

Phase 1 of the community consultation in March/April 2018 promoted the project and sought views from the community about the residential corridors. Approximately 400 surveys were completed. Phase 2 of the community consultation recently finished on 12 August 2018 and provided the opportunity to comment on the Draft Built Form Guidelines and proposed planning controls which can be viewed on Council's web site at:

<http://www.whitehorse.vic.gov.au/Residential-Corridor-Study.html>

Council received 59 submissions which have been reviewed. The community feedback will be taken into account in finalising the Draft Built Form Guidelines and proposed planning controls, and will be the subject of a future report to Council.

#### Student Accommodation Review

The City of Whitehorse is home to two key tertiary institutions, the Box Hill Institute and Deakin University. A number of local and international students reside in Whitehorse and require a range of housing needs and resources. Council recognises the need to plan for student accommodation, to ensure it meets the needs of students as well as reducing potential amenity impacts on existing communities. To this end, the Whitehorse Planning Scheme includes a Student Accommodation policy which has been in place since 2009.

### 9.1.1

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After using the existing policy for nearly 10 years and in light of the growth in the municipality's student population, it was considered necessary to review the current local policy in the planning scheme and undertake a wider investigation of issues perceived to be associated with accommodation of students in Whitehorse.

Consultation on the Student Accommodation Review took place from 30 April until mid-June 2018 and included an on-line survey, face-to-face questionnaires and traffic analysis in the vicinity of Deakin University and Box Hill Institute.

The review made a number of recommendations including revising the Student Accommodation Policy at Clause 22.14 of the Whitehorse Planning Scheme. The findings of the review were considered by Council at its meeting on 20 August 2018. It is proposed that the Student Accommodation Policy be updated via a future planning scheme amendment.

#### **State Government Projects**

##### SMART Planning

On 31 July 2018 Amendment VC148 was gazetted which brings into action the second round of Smart Planning reforms by the State government following the *Reforming the Victoria Planning Provisions Discussion Paper* in late 2017. The Amendment makes major changes to the structure and content of all Victorian Planning Schemes. There are two key aspects to the amendment:

- Changes to the zones, overlays and particular provisions aimed at reducing the number of permit triggers to allow for a more efficient planning system; and
- A policy neutral restructure which has reordered a number of provisions and restructured Planning Policy Framework into themes, largely without changing the content. This is aimed at making the scheme more user friendly and easier to understand, but will involve significant resource from Council to reconfigure its Local Planning Policies into the new thematic policy structure.

There are no new permit triggers as a result of the changes. Reducing the number of permit triggers can be a positive step, particularly for low impact uses. The changes to the car parking requirements near the Principal Public Transport Network will generally have a positive impact for new businesses in existing commercial areas, which are typically well-served by public transport. However, the changes to the residential parking rates for visitor parking may cause concern for Council, particularly in locations where bus is the only nearby public transport mode.

##### Plan Melbourne

In March 2017, the Minister for Planning released the 'refreshed' metropolitan planning strategy, *Plan Melbourne 2017 – 2050* and introduced the new strategy to planning schemes in Victoria via Amendment VC134. Plan Melbourne has a separate 5-year Implementation Plan.

The Implementation Plan identifies that Land Use Framework Plans (LUFP) are to be prepared for each of the six metropolitan regions. Whitehorse is located in the Eastern Region and is represented on the region's Economy and Planning Working Group established by the State government to develop work plans to implement *Plan Melbourne* including the preparation of the LUFP. Preparation of the LUFP has commenced and is to be completed by the end of 2018. An update on progress with the Eastern Region LUFP was reported to Council on 19 February 2018.

More information about Plan Melbourne can be found on the State Government web site at: <http://www.planmelbourne.vic.gov.au/home>

### **9.1.1**

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#### **Fast Track Government Land Service**

The Fast Track Government Land (FTGL) Service sought to change the planning controls relating to two Box Hill Institute sites:

- 1000 Whitehorse Road (west of the Box Hill Town Hall), proposed to be rezoned to Commercial 1 Zone
- 16 – 18 Spring Street (adjoining and including part of the BHI Nelson Campus), proposed to be rezoned to the Mixed Use Zone and to apply a Development Plan Overlay

An independent hearing conducted by the Government Land Standing Advisory Committee was held on 28 November 2017. Council made a submission during the consultation period and also presented to the independent hearing. A report by the Standing Advisory Committee was presented to the Minister for Planning and he subsequently approved the proposed changes to the two sites on 27 April 2018 via Amendment C197.

#### **CONSULTATION**

Community consultation is an integral part of all strategic planning projects. The level and type of consultation will be extensive and varied, depending on the nature and complexity of each project. While community consultation adds to the depth of projects it can also extend their timeframe in some instances.

This update report on strategic planning projects is prepared every six (6) months covering periods ending in March and September. This is followed by a summary in the Whitehorse News on a selection of projects of interest to the community.

#### **FINANCIAL IMPLICATIONS**

All of the projects require resources and funding for tasks including consultation, preparation, exhibition and consideration of amendments, consultant advice and investigations, including government processes e.g.: panel hearings etc. Funding for the projects discussed in this report was either provided in the recurrent budget or via specific budget line items as new budget initiatives.

#### **POLICY IMPLICATIONS**

The undertaking of strategic planning projects is consistent with the *Council Plan 2017 – 2021* in terms of project outcomes and the consultation involved.

#### **CONCLUSION**

The report provides an update on key strategic planning projects. It is recommended that Council acknowledge the report.

## 9.1.2 Heritage Advisor Annual Report 2017-2018

FILE NUMBER: SF09/52

### **SUMMARY**

*The seventeenth year of work by the Heritage Advisor at Whitehorse City Council is now complete. This is an outline of the work undertaken by the Advisor between 1 July 2017 and 30 June 2018.*

### **RECOMMENDATION**

***That Council accepts the report and acknowledges the valuable contribution made by the Heritage Advisor towards the protection of heritage places across the City.***

### **BACKGROUND**

This is the eighth year that Coleman Architects Pty. Ltd. has provided heritage advisory services to Council. Ian Coleman is located in the Strategic Planning Unit, generally one day a week.

The main role of the Heritage Advisor is to provide advice to the Planning and Building Department, other departments within Council and members of the public regarding development on properties covered by a Heritage Overlay (HO) within the Whitehorse Planning Scheme. The Heritage Advisor also investigates; and provides advice regarding protection of heritage places generally across the municipality. Council has provided this service since 2002.

### **DISCUSSION**

Below is an outline of work, tasks and achievements undertaken by the Heritage Advisor over the last financial year. This responds to the duties set out in the Heritage Advisor Contract.

The primary duties of the Heritage Advisor are:

- a) *To liaise with the owners of buildings and places listed in the local planning scheme with respect to their requirements, and the requirements for achieving conservation of the cultural environment. This will involve:*
  - *Encouraging property owners to seek advice with respect to any development and conservation work to be undertaken to heritage items, ideally, prior to the lodging of planning applications;*
  - *Offering advice and, where necessary, preparing simple drawings or specifications for such work;*
  - *Giving advice and assistance as required in obtaining quotations for work, contacting appropriate trades-people, or obtaining suitable material suppliers;*
  - *Providing advice to builders and tradespeople on relevant conservation/restoration techniques and material sources for specific tasks; and*
  - *Assisting owners, where necessary, to apply for permit approvals from relevant authorities and to make applications for financial assistance from relevant sources.*

### 9.1.2

(cont)

Heritage property owners who make enquiries to the Planning and Building Department are advised of the heritage advisory services and the benefit of speaking directly to the Heritage Advisor before submitting an application and/or when preparing documentation for works. In this way, the Heritage Advisor spends considerable time guiding owners making planning applications for properties which are affected by the HO. Such advice is provided during meetings or over the phone during both the pre- and post-application stage. Advice commonly entails:

- *Overview of the site's issues following an on-site inspection;*
- *Advice as to the types of changes possible for the properties;*
- *Guidance on tradespeople and suitability of materials/suppliers selected by applicants to undertake works;*
- *Appropriate conservation/restoration techniques, particularly for detailing and the materials required for additions and/or alterations; and*
- *Appropriate conservation works as part of the Heritage Assistance Fund.*

Pre-application consultations with potential applicants consistently result in the submission of planning permit applications which need little or no further comment by the Heritage Advisor. This indicates that Council's policy of encouraging potential applicants to meet with the Heritage Advisor prior to finalising their application is clearly successful.

- b) *To actively promote heritage conservation and the advisory service within the Council area through mail-drops, public discussions, seminars, publications, local media interviews or other similar means;*

Over the past 12 months, the Heritage Advisor has been involved in promoting the thirteenth year of the Whitehorse Heritage Assistance Fund.

- c) *To assist the Council in the administration of the planning scheme as it relates to the conservation of buildings, areas and other places of cultural significance. The Heritage Adviser may provide advice on permit applications, and on ways of achieving conservation aims within the scope of the local planning scheme, including the development of policies and guidelines, where requested by Council.*

Appendix 1 provides an overview of the number of pre-application advice meetings and referral reports for planning permit applications completed by the Heritage Advisor this year.

The Heritage Advisor provided advice to the strategic planning team regarding demolition applications and the investigation of the appropriateness of seeking interim HO protection to these places where required.

The Heritage Advisor also provided advice to planning officers on preliminary proposals and development guidelines for: the former ATV-O site in Hawthorn Road, Forest Hill, the Nunawading Hub project, the former ARRB site in Forest Hill and initial input to the North East Link Project.

- d) *To ensure that the town planning staff administering the planning scheme are kept informed on heritage issues and practice.*

When preparing referral reports, the Heritage Advisor discusses the issues with the appointed planner to explain reasoning behind the comments provided, to assist in their understanding of heritage principles to accurately assess applications.

## 9.1.2

(cont)

- e) *With the assistance of the planning staff, prepare a report each year on the extent of change to heritage assets within the municipality.*

The Heritage Advisor keeps a record of all heritage meetings, enquiries and referrals, outlining the changes proposed (summarised in Appendix 1). This record provides a snapshot of significant changes to heritage properties that are occurring, for both individual places and within the heritage precincts to enable appropriate monitoring.

- f) *To review the adequacy of heritage education in the area and take steps to correct deficiencies. Such a review should consider the heritage educational needs of local council staff, local councillors, local professionals, local tradespeople and the community generally.*

Sections of the community and Council staff appear to be well informed about heritage issues. Potential gaps are identified and monitored through discussions with applicants, community consultation for heritage planning scheme amendments and by reviewing community reaction to particular planning outcomes as seen in the local press or as a result of customer enquiries.

Heritage Steering Committee meetings are also an opportunity to disseminate heritage information to Councillors and the community through the Historical Society members.

- g) *To organise, supervise and seek appropriate funding for public conservation or restoration projects, in conjunction with council officers as requested.*

There were no suitable Council heritage projects in the 2017/18 year identified for the *Living Heritage* fund administered by Heritage Victoria.

- h) *To assist the efficient running of local heritage restoration funds where these are established, and submit brief reports to Restoration or Heritage Advisory Committee meetings on work in progress, works completed, and applications under consideration.*

The Heritage Advisor assessed all applications received last year under the Whitehorse Heritage Assistance Fund. A total of 63 applications were received and approval was granted to 21 applicants. Fifteen proposals were completed and funds claimed within the timeframe.

Applications for this year's Fund closed on 12 September 2018. As part of the process, the Heritage Advisor will again assess each application, make funding recommendations to the Heritage Steering Committee, provide advice to applicants about appropriate methods of work and inspect completed works to provide final sign-off.

- i) *To maintain lists of suitably qualified and experienced local architects, engineers, other conservation specialists, tradespeople and material suppliers who can offer appropriate advice to owners of heritage properties.*

A list of suitably qualified and experienced local architects, engineers, conservation specialists, tradespeople and material suppliers has been established and is continually expanded as others are brought to the attention of the Heritage Advisor.

- j) *To report on places included or being considered for inclusion on State or Commonwealth heritage registers, as required.*

There are currently no places being considered for potential State significance.

### 9.1.2

(cont)

- k) *To promote places of historic interest and enhance knowledge of the history and cultural significance of the local area and specific places. This may include advice on the interpretation of buildings and places of heritage significance, the development of heritage trails; the production of publications and other materials etc.*

The Heritage Advisor's investigations of individual properties for possible inclusion in a Heritage Overlay have enhanced the knowledge base of the history and cultural significance of the local area. This material is being added to a database that is intended to be publicly available at a future date.

- l) *To advise on places under threat, needing urgent attention, and appropriate conservation action.*

Throughout the year, the Heritage Advisor provided comment on applications for demolition of properties with potential heritage interest as well as providing conservation advice to Council staff for works to Schwerholt Cottage and the Box Hill Town Hall.

- m) *To formulate recommendations for conservation of the cultural environment under the Heritage Act 1995, the Planning and Environment Act 1987, or any other applicable means.*

No new recommendations have been made during 2017/2018.

- n) *To encourage the implementation of recommendations from existing heritage studies. Review the adequacy and encourage the preparation of heritage studies where appropriate.*

Part of the role of the Heritage Advisor is the ongoing review of places with potential heritage significance. Assessment of these places is guided by the *City of Whitehorse Potential Heritage Framework* 2008. The Advisor is undertaking a review of the 2008 *City of Whitehorse Potential Heritage Framework* which is nearing completion.

- o) *To establish the orderly collection of heritage resource material, including photographs, to assist local heritage conservation and promotion in association with relevant Council departments, libraries and local historical societies.*

A library of heritage publications and technical literature is kept and maintained within the strategic planning unit. The library includes photos of good examples of alterations/additions to heritage properties and infill development in heritage precincts. The Heritage Advisor is continually collecting and adding information.

### CONSULTATION

The Heritage Advisor provides advice to the Heritage Steering Committee, which oversees the heritage work of the municipality. The committee for the reporting year comprises:

- Two Councillors – Councillors Cutts and Carr
- Mr William Orange (Box Hill Historical Society)
- Mrs Patricia Richardson (Whitehorse Historical Society)
- Council's Senior Strategic Planner (Whitehorse City Council).

## 9.1.2

(cont)

### FINANCIAL IMPLICATIONS

The contract with Coleman Architects Pty Ltd was renewed in February 2015 for a period of 4 years with an option to extend for a further 12 months. In the 2017/18 year expenditure under the Heritage Advisor contract was \$55,045 (including GST) which is well within the total anticipated cost of the contract over four years of \$314, 336 (including GST).

The Whitehorse Heritage Assistance Fund provides financial support to owners and occupiers of eligible buildings covered by a Heritage Overlay to assist in maintenance and enhancement of heritage places. Applicants can seek funding of up to 100 per cent of the total cost of the project, with the maximum grant per application being **\$2000**. The annual budget for the Heritage Assistance Fund is \$40,000.

### POLICY IMPLICATIONS

The continued work of the Heritage Advisor responds to Strategic Direction 2 of the *Council Plan 2017 – 2021*, to:

- Maintain and enhance our built environment to ensure a liveable and sustainable city.

In the Whitehorse Planning Scheme, guidance on heritage matters in the municipality is provided by the *Local Planning Policy Framework* which includes the following objective and strategy at Clause 21.05 *Environment* of the *Municipal Strategic Statement*:

- To protect and enhance areas with special natural, environmental, cultural or historic significance for the future enjoyment of the community.
- Identifying those buildings, structures and features of historical significance within the municipality. By:
- Applying the Heritage Overlay to the buildings and structures listed on the Victorian Heritage Register and identified in City of Whitehorse heritage reviews.

In addition, a specific *Local Planning Policy* is contained at Clause 22.01 *Heritage Buildings and Precincts* of the Planning Scheme. The Heritage Advisor works within this planning framework.

### CONCLUSION

The report provides an overview of the work by Council's Heritage Advisor in the 2017/18 financial year. It is recommended that Council acknowledge the report.



**9.1.2**  
(cont)

**APPENDIX 1 Summary of Heritage Advisor Planning Advice and Referral Reports  
(1 July 2017 and 30 June 2018)**

<b>Heritage Places</b>	<b>Enquiries/Referrals</b>
<b>Alexander Street Precinct</b>	
Pre-application visit/ verbal discussion	2
Referrals	0
<b>Blacks Estate Precinct</b>	
Pre-application visit/ verbal discussion	6
Referrals	4
<b>Box Hill Commercial Precinct</b>	
Pre-application visit/ verbal discussion	1
Pre-application visit/ verbal discussion	2
<b>Churchill Street Precinct</b>	
Pre-application visit/ verbal discussion	2
Referrals	2
<b>Combarton Street Precinct</b>	
Pre-application visit/ verbal discussion	15
Referrals	5
<b>Mates Estate Precinct</b>	
Pre-application visit/ verbal discussion	0
Referrals	0
<b>Mont Albert Residential Precinct</b>	
Pre-application visit/ verbal discussion	23
Referrals	13
<b>Mont Albert Shopping Precinct</b>	
Pre-application visit/ verbal discussion	5
Referrals	0

**9.1.2**  
(cont)

<b>Heritage Places</b>	<b>Enquiries/Referrals</b>
<b>Mount View Precinct</b>	
Pre-application visit/ verbal discussion	0
Referrals	0
<b>Thomas Street Precinct</b>	
Pre-application visit/ verbal discussion	0
Referrals	4
<b>Tyne Street &amp; Watts Street Corner Precinct</b>	
Pre-application visit/ verbal discussion	0
Referrals	0
<b>Vermont Park Precinct</b>	
Pre-application visit/ verbal discussion	8
Referrals	2
<b>William Street Precinct</b>	
Pre-application visit/ verbal discussion	0
Referrals	0
<b>Windsor Park Estate Precinct</b>	
Pre-application visit/ verbal discussion	5
Referrals	8
<b>Adjacent to heritage Listed Property</b>	
Pre-application visit/ verbal discussion	0
Referrals	0
<b>Bluestone Kerb and Channel</b>	
Pre-application visit/ verbal discussion	0
Referrals	0
<b>Individually Listed Properties</b>	
Pre-application visit/ verbal discussion	75
Referrals	21
<b>Other</b>	
Potential heritage places and demolition of, heritage grant enquiries, painting, Council projects and heritage insurance.	37

## Engineering and Environmental

### 9.1.3 Draft Whitehorse Waste Management Strategy 2018-2028

ATTACHMENT

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#### SUMMARY

*The purpose of this report is to present the Draft Whitehorse Waste Management Strategy 2018 - 2028 for consideration and endorsement by Council for public exhibition. The Draft Whitehorse Waste Management Strategy 2018-2028 describes strategies and actions to be undertaken by Whitehorse over the next ten years (2018 – 2028). The Strategy was developed following a review of Council's previous Waste Management Plan 2011, research of waste data and practices, Federal and State Government policies, and consultation with the community and key stakeholders. It is recommended that Council endorses the Draft Whitehorse Waste Management Strategy 2018-2028 for the second phase of community exhibition and consultation.*

#### RECOMMENDATION

***That Council:***

- 1. Endorses the Draft Whitehorse Waste Management Strategy 2018-2028 for second phase community consultation over a period of four (4) weeks commencing 24 September 2018.***
- 2. Receives a report on the outcomes of the community consultation and subject to the report, considers adoption of the Whitehorse Waste Management Strategy 2018 – 2028.***

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#### BACKGROUND

The Draft Whitehorse Waste Management Strategy 2018 - 2028 (Draft Strategy) replaces and expands on the previous seven year Waste Management Plan 2011. It is guided by Council's Vision and Plan and the Whitehorse Sustainability Strategy 2016 - 2022.

Council and the community have performed well to divert 51% of its waste from landfill over the period of the previous Waste Management Plan 2011. This is well above the State average of 45% however, was slightly short of the amended 55% target set in the previous Waste Management Plan 2011. This has mainly been due to the State-wide trends where we are seeing packaged products that are collected for recycling using lighter weighted materials and less materials being used such as newspapers and glass, thereby reducing the weight of recyclables collected.

To inform development of the Draft Strategy, Council engaged the services of experienced waste management consultants Blue Environment and community engagement specialists i.e community. Blue Environment conducted analysis of data including a review of Council's Waste Management Plan 2011 actions and achievements. Blue Environment along with i.e. community partnered on this project to provide a combined approach to technical waste knowledge and community engagement.

#### DISCUSSION

The Draft Whitehorse Waste Management Strategy 2018 - 2028 is presented to Council for its consideration and endorsement for community consultation and a copy of the Draft is attached as an Appendix to this report.

Council's waste efforts sit within a strategic framework at the National, State and Local level. The Draft Strategy considers these efforts and highlights relevant legislation, policies, strategies and programs that will likely have implications for Council and the community into the future.

### 9.1.3

(cont)

A key component of developing Council's Draft Waste Management Strategy 2018 - 2028 is identifying the current landscape that impacts on waste. With consumption rates rising, waste is an issue gaining much attention globally. As such, the development of this Draft Strategy builds on previous successes and identifies a number of challenges and opportunities now and in the future. It draws on Council's Sustainability Strategy with further detailed but complementary actions under the banner of five priority outcomes as below, in order to achieve targets set out over the medium and longer term.

1. Minimising Waste to landfill
2. Maximising resource efficiency
3. Leading the way
4. Continuous improvement to our services
5. Being agile in responding to modern challenges

	Where we are now	Where we want to be mid term 2-5 years	Where we want to be long term 6-10 years
<b>Minimal waste to landfill</b>	51 % diverted from landfill	Increase diversion of kerbside waste from landfill to 60%	Increase diversion of kerbside waste from landfill to 75%
<b>Better resource efficiency</b>	11% recycling bin contamination rate	Achieve a recycling bin contamination rate below 7%	Achieve a recycling bin contamination rate to below 5%

While many initiatives to achieve these targets can be implemented by Council alone, other actions will require Council to work with partners including community, industry, other Councils, and government stakeholders. In total, 30 actions are proposed in the Draft Strategy to achieve the outlined targets. Key actions to achieve the priority outcomes and targets include:

- Kerbside collection of green organics to include food scraps. This will reduce the quantity of waste going to landfill and emission generated. This will involve a move to garden organics bins no longer being optional and may require changing the frequency of collections. Waste bins will likely need to be collected fortnightly, so a new food and garden waste collection can occur weekly in line with best practice.
- Investigating options for collecting better data and investigating improved waste collection services for developed areas including multi unit developments to result in better waste practices and to improve recycling.
- Improving our communication methods to culturally and linguistically diverse communities and to those generating the most garbage. Encouraging more waste diversion from landfill and better use of Council's recycling and waste services.

### 9.1.3

(cont)

- Planning for our future waste needs and looking at alternatives for waste disposal with the closure of landfill sites in the south east of Melbourne. One such alternative may involve the procurement of an Advanced Waste Resource and Recovery Technology (AWRRT) facility to process Council's garbage waste in the future. The use of AWRRT for waste processing is inevitable, as the SUEZ landfill in Hallam may be closed within 5 years, leaving no landfills this side of Melbourne thereby forcing all waste to be transported to the North-West landfills at higher costs. There is general interest amongst South-East cluster of Councils to collaboratively procure an AWRRT facility to recover resources from municipal garbage. This infrastructure has the potential to achieve significant change in our resource recovery and help improve Melbourne's liveability and sustainability. The North-West region landfills are also facing Planning and amenity challenges from nearby communities that may reduce their lifespan, so a long-term alternative is needed to landfill as the main means of disposal of residual waste.
- The need to consult the community sooner rather than later regarding sustainable future management of the rising costs of waste.
- Seeking best practice collections and enforcement of hard and dumped rubbish.
- Leading the way for the community and increasing environmentally sustainable waste management practices and purchasing in Council operations.
- Best practice new kerbside waste and recycling contracts, including opportunities for multi-Council contracts to improve economics.
- Strategically aligning contracts for best value and where needed locking in for certainty, especially as recent commodity fluctuations of recyclable materials have impacted costs.
- Encourage and increase Council's use of recycled materials as part of Council's role in developing a circular recycling economy.

Key actions will also be reviewed annually as part of Council's annual budget process to ensure that the waste and recycling services, proposed programs and projects remain affordable and in line with the priority outcomes. Section 5 of the Draft Strategy contains a detailed action plan which sets out all of the 30 actions in the short (0-2 years), medium (3-5 years) and long term (6-10 years). It's anticipated that the Draft Strategy will undergo a major mid-point review after 5 years for updating and relevance. Reviews will consider new opportunities that may arise as a result of the changing environment or due to technology improvements.

### CONSULTATION

The Draft Whitehorse Waste Management Strategy 2018 – 2028 was developed following feedback received from Council staff and from the first phase community consultation between February and June of this year. A comprehensive engagement program was undertaken to obtain the views of a broad cross-section of the Whitehorse community. This included:

- Establishing an online engagement hub for the project with surveys, online ideas forums, project updates
- Hard copy surveys, workshops and drop ins at shopping centres and Council facilities
- Interviews with stakeholders.

Subject to Council endorsing the Draft Strategy for public exhibition and further community consultation, it is proposed that the second phase of community consultation will:

- Commence 24 September for a 4 week period
- Following community consultation all comments will be reviewed and the Draft Strategy will be presented to Council later this year for adoption.

### **9.1.3**

(cont)

#### **FINANCIAL IMPLICATIONS**

The provision of waste and recycling services involves a significant portion of Council's annual budget and resources. Efforts to reduce waste to landfill, which is an increasing cost will assist in mitigating future inflating costs to Council.

All recommended actions in the Draft Whitehorse Waste Management Strategy 2018 - 2028 can be delivered in an effective and affordable manner, consistent with Council's long term financial plan. Council will utilise the following financial considerations to ensure that the services, programs and projects achieve beneficial outcomes at an affordable cost:

- Seeking collaborative procurement opportunities where possible with other Councils to capitalize on economies of scale for larger contracts.
- The kerbside waste and recycling contract dates have been aligned so that future tenders can be packaged together to ensure that Council receives best value-for-money services.
- Savings from actions that result in a reduction of waste to landfill, given that landfill costs are escalating as a result of higher operating and landfill levy costs.
- Working towards the introduction of a waste charge separated from the Council rates which will be transparent for the community, helping to educate on the cost of waste and encourage more sustainable waste practices.
- Waste programs and projects will be reviewed each year as part of Council's annual budget process. The scope or timing of programs or projects will be adjusted as required to meet budget constraints.

#### **POLICY IMPLICATIONS**

The Draft Whitehorse Waste Management Strategy 2018 - 2028 is the key strategy for the management of waste in Whitehorse. It complements the waste initiatives and direction contained within the Whitehorse Sustainability Strategy 2016 - 2022.

#### **ATTACHMENT**

- 1 Draft Whitehorse Waste Management Strategy  

## **9.2 CORPORATE**

### **9.2.1 Intention to Lease Land at 653-661 Elgar Road, Mont Albert North**

FILE NUMBER: SF 08/271

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#### **SUMMARY**

*This report advises Council of a proposed substation lease over part of the Council owned land known as Elgar Park located at 653-661 Elgar Road, Mont Albert North and to authorise the statutory process in accordance with Section 190 of the Local Government Act 1989.*

#### **RECOMMENDATION**

##### ***That Council:***

- 1. In accordance with Sections 190 and 223 of the Local Government Act 1989, give notice of Council's intention to lease part of the land known as 653-661 Elgar Road, Mont Albert North to United Energy Distribution Pty Ltd for a total lease term of fifty (50) years, with a nominal annual rental of one dollar (\$1), if demanded, and with a proposed commencement date of 1 December 2018.***
- 2. Authorise the Manager of Property & Rates to undertake the administrative procedures necessary to enable Council to carry out its functions under Section 223 of the Local Government Act 1989, in relation to this matter.***
- 3. Appoints Council's Special Committee to consider and hear any submissions at the meeting to be held at Whitehorse Civic Centre Council Chamber 379-397 Whitehorse Road, Nunawading on Monday 12 November 2018 at 8.00pm.***

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#### **BACKGROUND**

The Council owned property known as Elgar Park is located at 653-661 Elgar Road, Mont Albert North. It contains four sporting ovals, a synthetic hockey pitch, two sporting pavilions (the North Pavilion and the South Pavilion), playground equipment, public toilets, and other recreation and community amenities.

In 2016, Council commenced design for the refurbishment and extension of the existing North Pavilion and in March 2017 construction commenced with completion in October 2017.

During the consultation phase for the North Pavilion, it became evident that the existing substation located next to the South Pavilion was no longer compliant and its existing location also restricted the redevelopment of the South Pavilion.

Consequently a decision was made to relocate the substation to eastern title boundary of Elgar Park (the Elgar Road boundary) north of the main entrance to Elgar Park.

The exact substation location will be finalised during final lease negotiations with United Energy and will be confirmed in the November Council report mentioned below. It is important to note that the proposed substation location will not impede on any sporting ovals or impede on the existing bike path.

The substation relocation enables Council to maintain ownership and control of the electrical infrastructure, namely the onsite electrical cabling, from the proposed substation location across Elgar Park; thereby reducing any potential impediment to the redevelopment of the South Pavilion.

### 9.2.1

(cont)

The substation has been sized accordingly to support the following:

- North Pavilion,
- South Pavilion,
- St Johns Ambulance building,
- Hockey pitch lighting,
- South east oval field lighting, and
- South west oval field lighting.

United Energy is the power authority in the Mont Albert North area and will be the lessee, while Zinfra acts on behalf of United Energy in relation to infrastructure requests; however, Zinfra will not be a party to the lease.

Zinfra confirmed the required substation area is approximately 41m<sup>2</sup> based on 6.40 metres x 6.40 metres dimensions, this area is required to provide adequate clearances and to also allow for 24 hour access.

Additionally, the lease also grants an easement over a small section of Council owned land between the substation location and the eastern title boundary, this easement is required to enable network connectivity through the substation.

The South Pavilion redevelopment including the substation relocation has an allocated budget of \$1,783,590 in the 2018/19 financial year and is due to commence construction in March 2019; with the substation relocation preceding the pavilion construction.

### DISCUSSION

Statutory Process:

Section 190 of the *Local Government Act 1989* (the LGA) states the following:

“Restriction on power to lease land:

- 1) A Council's power to lease any land to any person is limited to leases for a term of 50 years or less.
- 2) Subject to any other Act, if a Council leases any land to any person subject to any exceptions, reservations, covenants and conditions, it must comply with this section.
- 3) If the lease is to be-
  - a) For 1 year or more and-
    - i. The rent for any period of the lease is \$50 000 or more a year; or
    - ii. The current market rental value of the land is \$50 000 or more a year; or
  - b) For 10 years or more; or
  - c) A building or improving lease-the Council must at least 4 weeks before the lease is made publish a public notice of the proposed lease.
- 4) A person has a right to make a submission under section 223 on the proposed lease.”

Given that the proposed lease term is to be fifty (50) years, Council is required to comply with Section 190 of the LGA and publish a public notice and hear submissions in accordance with Section 223 of the LGA.



### **9.2.1**

(cont)

The dates for the statutory process are as follows:

Monday 17 September 2018: Council resolves to advertise its Intention to Lease over Council Owned Land

Saturday 22 September 2018: Public notice displayed in The Age

Monday 24 September 2018: Public Notice displayed on Council's Website

Monday 22 October 2018: Public Submissions close

Monday 12 November 2018: Special Committee to hear and consider any submission/s

Monday 19 November 2018: Report to Council for consideration and resolution

### **CONSULTATION**

As mentioned above, the formal process regarding the leasing of Council owned land is contained within Section 190 of the LGA and this section gives members of the public the right to make a submission under Section 223 of the LGA.

Council is required to give public notice of the lease proposal and this public notice also gives members of the public the opportunity to make a written submission regarding Council's proposal to lease.

In accordance with Section 223(a) of the LGA, a person making a written submission has the right to request to be heard by the Committee of Council, appointed to consider and hear submissions.

Additionally, the public notice will be displayed on Council's website for the duration of the twenty eight (28) day public notice period.

### **FINANCIAL IMPLICATIONS**

Even though the proposed substation will distribute electricity in the wider Mont Albert North area, it is being constructed at Council's request, meaning that Council is the primary beneficiary of the substation. Consequently, it is deemed appropriate that the rent payable under lease, for the duration of the lease term, is a nominal rent of one dollar (\$1) per annum, if demanded.

All expenses associated with the lease and the statutory process will be borne by the Property & Rates 2018/19 recurrent budget and these expenses are estimated to be approximately \$10,000 + GST.

### **POLICY IMPLICATIONS**

Council's "Property Lease and Licence Policy".

## 9.2.2 Community Laws Service Review

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### **SUMMARY**

*Council at its meeting of February 20, 2017 resolved to increase resourcing of the Community Laws team to address a number amenity concerns across the municipality. Additionally, a review of the service delivery model in place was to be carried out with recommendations on opportunities to improve the way Council's Community Local Law 2014 is managed*

*This report details the impacts of the Council Budget Initiative and the results of the service review highlighting that:*

- *The standard of service provision provided by Whitehorse is at a high level;*
- *The application of the 'ask, tell, enforce' principle as applied at Whitehorse is considered better practice;*
- *The number of service requests in Whitehorse are significantly higher than our benchmark partners;*
- *Response times for dumped rubbish has improved from nine days to three;*
- *Whitehorse Officer throughput is double the benchmarked rate.*

### **RECOMMENDATION**

***That Council notes the report and actions taken.***

---

### **BACKGROUND**

Council Notice of Motion 103 – New Budget Initiative 2017/18 - adopted on November 20, 2017 (moved by Councillor Tescher and seconded By Councillor Davenport)) resolved to:

1. Undertake a review of enforcement of Whitehorse City Council Community Local Law 2014 ("Law"), with particular attention to Part 4 of the Law;
2. Recommend approaches to improve enforcement of the Law including through the targeted use of compliance officers for proactive monitoring of the Law for areas which have a history of non –compliance;
3. Suggest modifications to the Law or enforcement guidelines to encourage the community to comply with the Law, especially clauses 4.1.1, 4.7, 4.9, 4.10 and 4.26. Such suggestions to include evaluation of the effectiveness of the use of notices to comply, warnings, education pamphlets, working with CALD community groups and real estate agents and compliance department resourcing; and
4. Refer for 2017/18 budget consideration any costs and efforts associated with implementing recommended approaches and modifications.

The key elements of the budget initiative adopted in the 2017/18 Budget included:

1. Staffing
  - Two additional Community Laws officers supported by one Compliance Support Officer to improve responsiveness and proactive reporting;
  - Three officers for two months of each financial year for targeted seasonal work; and
  - One driver and truck to improve capacity for litter and dumped rubbish collection.
2. Outputs
  - Improved monitoring and compliance in higher complaint areas;
  - Monitor and assess activities and complaint management;
  - Proactive area management focusing on known hotspots as specified in the budget initiative document.

## **9.2.2**

(cont)

### **3. Reporting**

- Improved operational/management reporting; and
- Report back to Council

#### *“Project Aims and Objectives*

The aim of this project is to gain a better understanding of issues associated with management and implementation of the Community Local Law 2014.

The objectives of the project are:

1. Identifying methodologies to engage, educate and inform the community including the use social media;
2. Effective use of collected data to inform program development;
3. Reporting standards, requirements and identification of meaningful metrics;
4. Identifying training needs for staff;
5. Internal auditing requirements.
6. Benchmarking like on service model approaches;
7. Identifying gaps in service delivery; and
8. Identifying opportunities for service delivery enhancement

#### *Deliverables*

An overall assessment of the department’s impact, the outcomes achieved, what went well, any significant gaps in service delivery and opportunities for improvement using the data collated.

Additional areas to be analysed are:

- Impact of additional resourcing;
- Impact on response times to service requests and finalisation;
- Workload management and error rates; and
- Analysis of enforcement action taken including notices and infringements issued; and Court action compared to historical data.

## **DISCUSSION**

### Service Review (Resolution 1, 2 and 3)

McArthur Talent Architects conducted a service review of the Community Laws and Parking Teams in accordance with the aforementioned framework as detailed in Motion 103 adopted in November 2017.

The review incorporated feedback and interviews with Councillors, management and staff as well as a benchmark survey incorporating four other municipalities with similar demographics and issues as Whitehorse.

The findings of the review identify a series of opportunities for improvement and that the concept of ask, tell, enforce is a better practice methodology generally applied in the sector and should continue at Whitehorse. However, with the changing demographic of the municipality there are opportunities to improve the process to ensure more effective resolutions.

## 9.2.2

(cont)

The benchmark survey found that over a 12 month period there are more service requests lodged in Whitehorse per head of population than any of the benchmark partners and greater workload levels for staff as evidenced in the table below.

	<b>Council A</b>	<b>Council B</b>	<b>Council C</b>	<b>Council D</b>	<b>Whitehorse</b>
Number of Service Requests	10,312	13,845	7,180	8,981	21,248
Ratio per Total Population	1:12	1:12	1:21	1:17	1:9
Officer Numbers	18 including: 8 X C/Laws 10 x Parking	26 including: 15 x C/Laws 11 x Parking	18 including: 11 x C/Laws 7 X parking	17 Including: 9 x C/Laws 8 x Parking	19 including: 6 x C/Laws 3 X Project 8 X Parking 2 X A/H Contract
Per Officer Annually	573	533	399	528	1,118
Per Officer Daily	2.7	2.5	1.9	2.5	5.2

Each service request generated results in multiple interactions and inspections (typically three), in some cases the generation of correspondence including Direction and/or Enforcement Orders and often engagement with other departments and agencies.

The Report provides six key findings and 30 recommendations for consideration. Of the 30 recommendations, a substantial number have been implemented or are being developed. A number relate to the Digital Strategy and others with Council's Continuous Improvement Strategy and will be implemented as part of those programs.

The following table details the McArthur key finding's together with staff commentary on the current position, progress and whether the finding is supported or not.

## 9.2.2 (cont)

Comments in relation to the six key findings are:

FINDING	COMMENTS
<p>Improved data management, dashboard reporting and processes and additional staffing resources will lead to improved service delivery, efficiencies, accountability and productivity. Particularly when coupled with an improved website, technology improvements. And new ticketing machines</p>	<p>Management reporting frameworks have been developed and improved enabling identification of emerging or on going issues together with programs designed to address those issues.</p> <p>Reporting is provided on a monthly, quarterly and ½ yearly basis to provide strong levels of accountability and assessment for staff and management.</p> <p>Funds were approved for new parking meters in 2018/19 with tenders currently under evaluation</p> <p>Any additional resourcing identified through these processes will form part of a future New Budget Initiative assessments if required</p>
<p><i>“Our finding is that the Ask Tell, Enforce approach is still best practice”</i></p> <p>A renewed focus on Educate, Ask, Tell, Enforce approach to ensure compliance and where necessary, enforcement of the Local Laws. The review findings suggest that staff are not always thoroughly following through on this approach which may be due to the demands of workloads and time limitations. However, there needs to be clear expectations for staff regarding the need to adhere to the Educate, Ask, Tell, Enforce process and discuss, explain and then issue a Notice to Comply where required and then where it is not adhered to, an infringement notice should be issued.</p>	<p>The Compliance team have applied the “Ask, Tell, Enforce” concept for a number of years providing community members an opportunity to address any issues prior to any enforcement action being taken.</p> <p>Management and the Community Laws Officers are committed to this concept</p> <p>A review of the current application of the Ask. Tell Enforce concept will be carried out ensuring consistency in approach and commitment to the concept incorporating the Report Author’s recommendations.</p> <p>Opportunities for further education activities will also be assessed including social media and Council’s redeveloped website (future)</p>
<p>Development of an Enforcement Policy by Council to provide a framework to review and standardize good practice for all compliance areas in Council including Community Compliance. This would enable consistent and effective use of the tools available to achieve improved compliance across all areas and would address the issues raised by Councillors, officer and internal stakeholders consulted during this review</p>	<p>Whitehorse has in place extensive policies, procedures and guidelines established across the unit to help inform and guide staff in implementing enforcement consistently and effectively.</p> <p>The recently completed Infringement Review Policy Document is considered a leading example of this level of guidance (meets Auditor General and Ombudsman recommendations)</p> <p>To ensure relevance and usability a review and consolidation of these documents and guidelines will be carried out in line with Recommendation 2</p> <p>An endorsed Enforcement Policy is not considered necessary given the existing extensive guidance framework</p>

**9.2.2**  
(cont)

<b>FINDING</b>	<b>COMMENTS</b>
The creation of a Building Site Management Team to address and improve compliance levels across Whitehorse. The related safety and financial benefits are many and it is not envisaged that additional resources would be required. The team could sit within Community Compliance or Engineering and as such still connect through the proposed cross-divisional planning around key matters impacting the community. Operating effectively and within an enforcement policy framework, this team could cover its costs with an opportunity to achieve a positive net financial outcome.	<p>The creation of a building Site Management Team would duplicate existing structures. The Construction Management Plan (CMP) 2018/19 budget initiative is in place in Planning to address development through effective management of CMPs.</p> <p>Asset Protection is managed through Engineering and Environmental Services.</p> <p>Building site management sits with Compliance.</p> <p>The Community Laws team has currently two dedicated project officers focusing on building sites. Initiatives highlighted later in this report have reduced the incidence of Building Site non compliance</p>
A review of parking services budget to find opportunities for an improved net return and fast tracking the introduction of new ticket machines to improve on the poor customer experience currently. The benefits would include customer and Councillor satisfaction, financial gains, error reduction and achieving significant efficiencies in customer service, compliance administration and infringement review by reducing infringement appeals.	<p>New Parking Meters will address this consideration. Tender evaluation is underway for the acquisition of a new fleet of parking meters to replace an ageing, unreliable and largely coin only fleet.</p> <p>Installation is anticipated to be completed by the end of the calendar year and will include coin, card and phone payment options with enhanced reporting, reliability and fault detection technology.</p>
Leadership development and improved mentoring and performance management of staff at the Coordinator level to free up the Manager for strategic and development work.	This recommendation has commenced with Induction Programs in place, buddy system established and quality assurance auditing being developed

Resource Injection (Resolution 4)

1. Litter and dumped rubbish collection

The introduction of additional resourcing into the City Works program has resulted in a positive impact on service delivery. Despite an increase of 12% in service requests relating to dumped rubbish, the average response time for attending to these matters has decreased from 9 days in 2016/17 to 3 days in the last financial year as demonstrated in the table below.

<b>Total Per Year for City Works</b>	<b>No. of Dumped Rubbish Requests</b>	<b>Response Times</b>
2014/15	1,094	NA
2015/16	1,322	NA
2016/17	1,369	9
2017/18	1,551	3

## 9.2.2 (cont)

The following table identifies the percentage by suburb of the locations of the 1,551 dumped rubbish requests.

SUBURB	%	SUBURB	%	SUBURB	%	SUBURB	%
Blackburn	5%	Box Hill North	9%	Forest Hill	5%	Nunawading	8%
Blackburn North	3%	Box Hill South	6%	Mitcham	9%	Surrey Hills	1%
Blackburn South	4%	Burwood	12%	Mont Albert	2%	Vermont	2%
Box Hill	24%	Burwood East	5%	Mont Albert North	3%	Vermont South	3%

### 2. Seasonal Targeted Program

The 2017/18 two month seasonal program commenced in May 2018 focusing on known locations where amenity issues are prevalent. Areas inspected include Box Hill, Box Hill North, Burwood, Burwood east, Wattle Park and Mitcham. The focus of the program has been dumped rubbish, overhanging branches, abandoned shopping trolleys, noxious weeds and unsightly properties in these locations.

The program resulted in 15,489 properties being inspected, 5,134 property owners receiving advisory letters raising awareness of the impacts of overhanging branches, 1,608 service requests raised, 1,666 Direction Notices and 200 educational letters for minor breaches generated and 36 infringement notices issued.

The introduction of a mobile office by providing field staff iPads to staff to receive and capture data and information in the field has provided to be effective and efficient with Notices generated in the shortest possible time.

The program has generally been well received with a high level of compliance.

The 2018/19 seasonal program is building on the results achieved in the first year again proactively inspecting known areas.

### 3. Additional Community Laws Officers

Two additional officers commenced in August 2017 resulting in improved capacity to incorporate proactive inspections into work plans to effectively manage increasing levels of service requests, enabled more focused building site management, facilitated promotion and education around shopping trolley use, enabled the implementation of cross department initiatives and enhanced the customer experience.

The targeted areas and hotspots identified and impacted by the budget initiative include:

- Box Hill – litter, dumped rubbish and building sites;
- Burwood – litter and dumped rubbish;
- Mitcham – vegetation obstructing footpaths;
- Vermont/Forest Hills – dumped vehicles; and
- Shopping precincts – shopping signs

### 9.2.2 (cont)

The impact of the resource injection can be detailed in the implementation of the following strategies/ work management:

- Introduction of variable community education approaches through engagement with key stakeholders, community information strategies and enforcement applications. This is demonstrated in improved abandoned shopping trolley and dumped rubbish management.



- Stakeholder engagement is evidenced with 248 shopping trolleys and 30 “O Bikes” in the Council pound in March 2018 compared to 12 in June. During the period of May to July 2018 only 10% of reported abandoned trolleys were impounded, with 90% self-collected.
- The increase of two additional officers has resulted in the redesign of workload management with localised work areas incorporating known hot spots receiving increased proactive surveillance enabling early issue recognition (resulting in earlier resolution) and responsiveness to community concerns;
- The introduction of a targeted proactive inspection program into work plans that are designed to identify and address local issues before they are reported. The impact is evidenced in the reduction of overhanging vegetation complaints being received. In 2016/17, 839 complaints were received compared to 738 in 2017/18. A further 268 overhanging branch issues were identified by staff and resolved. Since June 2018 the Community Laws team has inspected 7,543 properties proactively for breaches of Part 4 of the Community Local Law 2014;
- Building site management with builders now engaged at the beginning of construction rather than upon complaint. The impact has seen an increase in building sites being compliant with the Local Law framework with fewer infringements being issued.

Generally local governments apply an enforcement approach that enables residents to rectify the situation prior to enforcement action being taken. The data below demonstrates that the community is generally cooperative, understanding and will undertake necessary work when asked.

From an enforcement perspective in 2017/18 Community Laws:

- Generated 13,049 customer service request including 4,661 proactive CSRs;
- Issued 2,857 Direction Notices; and
- Issued 497 Infringements Notices; and
- Commenced 202 Court prosecutions.



## 9.2.2

(cont)

The four benchmark partners employ variations of the “ask, tell, enforce” concept with education provided in the first instance. The education can take a number of forms including engaging with resident and providing information initially or the issuing of Direction Notices as the first point of contact. Both methods can be effective however each has deficiencies.

By engaging with the resident initially, delays in the issue resolution could occur especially if the resident defaults resulting in the problem remaining an issue for a longer period. However, generally the resident appreciates the approach and addresses the issue within the time provided in a more constructive less confrontational manner.

While the issuing of a Direction Notice initially reduces the time to resolve the matter especially if enforcement is involved, however if enforcement is the first course of action, residents often complain that the threat of fines for non-compliance is not needed and critic Council as old school and money grabbing.

To address the enforcement strategy, it is recommended to continue with the “ask, tell, enforce” approach however provide for a stricter framework for completion. Safety and urgent matters will be addressed immediately with flexibility built into the Community Local Law 2014 to address this aspect. Further, correspondence and Notices used in this area will be reviewed to ensure they meet simple English guidelines and the Local Law framework

## CONSULTATION

In developing the Report into the Community Laws Service Review, consultation was carried out with:

- McArthur Talent Architects. The authors’ experience is based on direct field exposure;
- Four Benchmark partners;
- Whitehorse Councillors - five Councillors provided feedback; and
- Staff and members of the Compliance team

## FINANCIAL IMPLICATIONS

	Budget	Expenditure
Recommendation 2 – Consolidate Procedures and Guideline manuals using the online software platform (RIAMS) – subject to IT Steering Committee approval with annual funding in the Capital Program		\$6,000
<b>Sub Total Expenditure</b>		<b>\$6,000</b>
<b>Total Expenditure</b>		<b>\$6,000</b>

Any adopted recommendations that require additional funding will be referred to the 2019/20 budget for consideration

## 9.2.3 Delegated Decisions July 2018

### SUMMARY

*The following activity was undertaken by officers under delegated authority during July 2018.*

### RECOMMENDATION

*That the report of decisions made by officers under Instruments of Delegation for the month of July 2018 be noted.*

DELEGATION	FUNCTION	Number for July 2017	Number for July 2018
Planning and Environment Act 1987	Delegated Decisions	109	144
	Strategic Planning Decisions	Nil	Nil
Telecommunications Act 1997		Nil	Nil
Subdivision Act 1988		22	21
Gaming Control Act 1991		Nil	Nil
Building Act 1993	Dispensations & Applications to Building Control Commission	74	73
Liquor Control Reform Act 1998	Objections and Prosecutions	1	1
Food Act 1984	Food Act Orders	11	4
Public Health & Wellbeing Act 2008	Improvement / Prohibition Notices	5	6
Local Government Act 1989	Temporary Road Closures	3	5
Other Delegations	CEO Signed Contracts between \$150,000 - \$500,000	1	1
	Property Sales and Leases	6	11
	Documents to which Council seal affixed	1	2
	Vendor Payments	1083	1259
	Parking Amendments	16	12
	Parking Infringements written off (not able to be collected)	318	234

### 9.2.3

(cont)

#### DELEGATED DECISIONS MADE ON PLANNING APPLICATIONS JULY 2018

*All decisions are the subject of conditions which may in some circumstances alter the use of development approved, or specific grounds of refusal is an application is not supported.*

Appl No.	Date	Decision	Street Address	Ward	Proposed Use Or Development	Appl Type
WH/2018/350	06-07-18	Application Lapsed	4 Hood Street Mont Albert Vic 3127	Elgar	Demolition of existing dwelling and construction of new dwelling within heritage overlay	Heritage
WH/1998/10207/A	30-07-18	Delegate Approval - S72 Amendment	304/270 Canterbury Road Forest Hill Vic 3131	Central	Deletion of the word Tavern from the permit preamble Hotel use to remain. Increase floor area of the hotel use and amendments to the floor layout on the level 3 plans and amendment to redline plan	Permit Amendment
WH/2010/455/C	16-07-18	Delegate Approval - S72 Amendment	247 Middleborough Road Box Hill South Vic 3128	Riversdale	Use and development of land for restricted retail, warehouse, restricted recreation facility (gymnasium and pilates), convenience shop, and food and drinks premises, reduction in car parking and alteration of access to a road in a road zone category 1	Permit Amendment
WH/2014/337/B	06-07-18	Delegate Approval - S72 Amendment	172 Burwood Highway Burwood Vic 3125	Riversdale	Partial demolition and buildings and works to develop and use a childcare centre and creation of access to a road in a Road Zone Category 1	Permit Amendment
WH/2014/801/A	30-07-18	Delegate Approval - S72 Amendment	11 Strabane Avenue Mont Albert North Vic 3129	Elgar	Construction of three (3) double storey dwellings	Permit Amendment
WH/2015/1103/A	06-07-18	Delegate Approval - S72 Amendment	11 Wellesley Street Mont Albert Vic 3127	Elgar	Amendment to plans for Planning Permit WH/2015/1103 for the Construction of two (2) double storey dwellings	Permit Amendment
WH/2015/767/C	30-07-18	Delegate Approval - S72 Amendment	26 Fuchsia Street Blackburn Vic 3130	Central	Development of land for buildings and works to extend the existing dwelling and the addition of a domestic swimming pool and associated pool house within a Heritage Overlay	Permit Amendment

**9.2.3**  
(cont)

<b>Appl No.</b>	<b>Date</b>	<b>Decision</b>	<b>Street Address</b>	<b>Ward</b>	<b>Proposed Use Or Development</b>	<b>Appl Type</b>
WH/2016/317/B	18-07-18	Delegate Approval - S72 Amendment	161 Central Road Nunawading Vic 3131	Springfield	Nunawading Christian College upgrade to the existing Library	Permit Amendment
WH/2016/349/A	19-07-18	Delegate Approval - S72 Amendment	17 Blenheim Avenue Mont Albert Vic 3127	Elgar	Alterations and additions to the existing dwelling for an upper level addition	Permit Amendment
WH/2016/560/A	19-07-18	Delegate Approval - S72 Amendment	29 Bentley Street Surrey Hills Vic 3127	Riversdale	Development of land for two dwellings	Permit Amendment
WH/2016/975/A	05-07-18	Delegate Approval - S72 Amendment	14 Esta Street Blackburn North Vic 3130	Central	The construction of two double storey dwellings	Permit Amendment
WH/2017/254/A	25-07-18	Delegate Approval - S72 Amendment	270 Canterbury Road Forest Hill Vic 3131	Central	Buildings and works associated with an increase in gross floor area, and installation of a skylight	Permit Amendment
WH/2007/735/B	20-07-18	Delegate NOD Issued	934 Canterbury Road Box Hill South Vic 3128	Riversdale	Construction of three dwellings including two 3-storey dwellings and one double-storey dwelling and to create access to a road in a Road Zone Category 1	Permit Amendment
WH/2015/113/A	30-07-18	Delegate NOD Issued	10 William Street Mitcham Vic 3132	Springfield	Development and use of the land for a Medical Centre	Permit Amendment
WH/2015/7/B	30-07-18	Delegate NOD Issued	27 Manniche Avenue Mont Albert North Vic 3129	Elgar	Construction of two double storey dwellings and tree removal	Permit Amendment
WH/2016/1139	23-07-18	Delegate NOD Issued	8 Ellen Court Burwood Vic 3125	Riversdale	Construction of Two (2) Double Storey Dwellings on a Lot and Removal of Vegetation	Multiple Dwellings
WH/2016/989	23-07-18	Delegate NOD Issued	265 Burwood Highway Burwood East Vic 3151	Morack	Construction of eight dwellings and alterations to the existing medical centre (total of four storeys) and alteration of access to a road in a Road Zone, Category 1	Multiple Dwellings
WH/2017/1000	19-07-18	Delegate NOD Issued	28 Wimmera Street Box Hill North Vic 3129	Elgar	Construction of two double storey dwellings, removal of and buildings and works within 4m of trees protected under SLO9.	Multiple Dwellings
WH/2017/1038	25-07-18	Delegate NOD Issued	2 Badenoch Street Blackburn Vic 3130	Central	Construction of two dwellings on a lot	Multiple Dwellings

**9.2.3**  
(cont)

Appl No.	Date	Decision	Street Address	Ward	Proposed Use Or Development	Appl Type
WH/2017/184	27-07-18	Delegate NOD Issued	20 Vine Street Blackburn Vic 3130	Central	Construction of a four storey apartment building above basement	Multiple Dwellings
WH/2017/454	10-07-18	Delegate NOD Issued	7 Elwood Street Surrey Hills Vic 3127	Riversdale	Construction of two double storey dwellings, front fence and associated tree removal	Multiple Dwellings
WH/2017/578	24-07-18	Delegate NOD Issued	548 Middleborough Road Blackburn North Vic 3130	Central	Use of a dwelling as a display home, the waiver of one car parking space, advertising signage and buildings and works within 4 m of trees.	Residential (Other)
WH/2017/727	24-07-18	Delegate NOD Issued	13 Gunyah Road Blackburn North Vic 3130	Central	Construction of two double storey dwellings, construction of a front fence and buildings and works within 4m of a protected tree	Multiple Dwellings
WH/2017/803	24-07-18	Delegate NOD Issued	11 Mccomas Grove BURWOOD VIC 3125	Riversdale	Use and development for the purpose of a residential building (student accommodation) and tree removal	Residential (Other)
WH/2017/864	04-07-18	Delegate NOD Issued	101 Carrington Road Box Hill Vic 3128	Elgar	Construction of eighteen 3-4 storey dwellings and front fence, subdivision into 2 lots, partial demolition and building and works, removal of trees and reduction in car parking	Multiple Dwellings
WH/2017/871	26-07-18	Delegate NOD Issued	11 Vivianne Avenue Mont Albert North Vic 3129	Elgar	Subdivision of land into three lots and associated tree removal	Subdivision
WH/2017/922	28-07-18	Delegate NOD Issued	18 Charlotte Street Blackburn South Vic 3130	Central	Construction of 2 two storey dwellings	Multiple Dwellings
WH/2017/944	06-07-18	Delegate NOD Issued	9 Sweetland Road Box Hill Vic 3128	Elgar	Construction of two attached double storey dwellings, and associated tree removal	Multiple Dwellings
WH/2017/965	30-07-18	Delegate NOD Issued	47 Rostrevor Parade Mont Albert North Vic 3129	Elgar	Construction of two (2) double storey dwellings and tree removal	Multiple Dwellings
WH/2017/967	30-07-18	Delegate NOD Issued	3 Penlyne Avenue Vermont Vic 3133	Morack	Construction of Two (2) Double Storey Dwellings on a Lot	Multiple Dwellings

**9.2.3**  
(cont)

<b>Appl No.</b>	<b>Date</b>	<b>Decision</b>	<b>Street Address</b>	<b>Ward</b>	<b>Proposed Use Or Development</b>	<b>Appl Type</b>
WH/2017/973	30-07-18	Delegate NOD Issued	89 Clyde Street Box Hill North Vic 3129	Elgar	Construction of three double storey dwellings on a lot, removal of trees (6) and buildings and works within 4 metres of trees under the SLO9	Multiple Dwellings
WH/2018/160	06-07-18	Delegate NOD Issued	36 Harold Street Blackburn Vic 3130	Central	Construction of two, two storey dwellings and buildings and works within 4 metres of trees protected under SLO9	Multiple Dwellings
WH/2018/187	06-07-18	Delegate NOD Issued	1/37 The Avenue Blackburn Vic 3130	Central	Buildings and works to alter and extend the existing dwelling	Single Dwelling < 300m2
WH/2018/237	06-07-18	Delegate NOD Issued	12 Radiant Crescent Forest Hill Vic 3131	Morack	Tree removal (7 trees)	Special Landscape Area
WH/2018/30	30-07-18	Delegate NOD Issued	101 Dorking Road Box Hill North Vic 3129	Elgar	Construction of one double storey dwelling and one single storey dwelling, removal of trees and buildings and works within 4 metres of trees protected under SLO9	Multiple Dwellings
WH/2018/387	20-07-18	Delegate NOD Issued	38 Gardenia Street Blackburn Vic 3130	Central	Construct a two storey dwelling with vegetation removal within SLO2	Special Landscape Area
WH/2018/8	30-07-18	Delegate NOD Issued	2 Homewood Street Nunawading Vic 3131	Springfield	Construction of two (2) double storey dwellings and associated vegetation removal	Multiple Dwellings
WH/2017/1008	20-07-18	Delegate Permit Issued	101/373-377 Burwood Highway Burwood Vic 3125	Riversdale	Fifty Eight lot Subdivision	Subdivision
WH/2017/1040	13-07-18	Delegate Permit Issued	37 Kerrimuir Street Box Hill North Vic 3129	Elgar	Construction of two dwellings on a lot	Multiple Dwellings
WH/2017/309	30-07-18	Delegate Permit Issued	21 Eley Road Box Hill South Vic 3128	Riversdale	Construction of three double storey dwellings	Multiple Dwellings

**9.2.3**  
(cont)

<b>Appl No.</b>	<b>Date</b>	<b>Decision</b>	<b>Street Address</b>	<b>Ward</b>	<b>Proposed Use Or Development</b>	<b>Appl Type</b>
WH/2017/330	06-07-18	Delegate Permit Issued	78 Middleborough Road Burwood East Vic 3151	Riversdale	Buildings and works for a residential aged care facility and retirement village, use of land as a retirement village, associated reduction of car parking and bicycle facilities requirements, construction of a front fence and removal of trees and native vegetation	Residential (Other)
WH/2017/52	13-07-18	Delegate Permit Issued	78 Middleborough Road Burwood East Vic 3151	Riversdale	The staged subdivision and development of land for the purpose of 85 dwellings	Multiple Dwellings
WH/2017/894	20-07-18	Delegate Permit Issued	28 Crest Grove Nunawading Vic 3131	Springfield	Proposing two new townhouses	Multiple Dwellings
WH/2017/897	11-07-18	Delegate Permit Issued	5 Crest Grove Nunawading Vic 3131	Springfield	Construction of five dwellings comprising two double storey dwellings and three triple storey dwellings (including basements) and a waiver of the car parking requirement (visitor car space) and tree removal	Multiple Dwellings
WH/2017/947	31-07-18	Delegate Permit Issued	4 Busana Way Nunawading Vic 3131	Springfield	Construction of two double storey dwellings and buildings and works within 4 metres of trees protected under the SLO9	Multiple Dwellings
WH/2017/977	30-07-18	Delegate Permit Issued	39 Windsor Crescent Mont Albert Vic 3127	Elgar	Buildings and works in a Heritage Overlay	Heritage
WH/2018/127	18-07-18	Delegate Permit Issued	249 Middleborough Road Box Hill South Vic 3128	Riversdale	Advertising signage, including business identification signs, internally-illuminated signs, floodlit signs, and electronic sign	Advertising Sign
WH/2018/139	12-07-18	Delegate Permit Issued	10 Trent Court Burwood East Vic 3151	Riversdale	Building and works less than 4 metres from trees and removal of trees (for construction of a dwelling)	Special Landscape Area
WH/2018/169	19-07-18	Delegate Permit Issued	3 Sergeant Street Blackburn Vic 3130	Central	95 lot subdivision	Subdivision
WH/2018/325	27-07-18	Delegate Permit Issued	34 Caroline Crescent Blackburn North Vic 3130	Central	Vegetation removal and buildings and works within 4 metres of SLO9 trees	Special Landscape Area

**9.2.3**  
(cont)

<b>Appl No.</b>	<b>Date</b>	<b>Decision</b>	<b>Street Address</b>	<b>Ward</b>	<b>Proposed Use Or Development</b>	<b>Appl Type</b>
WH/2018/368	13-07-18	Delegate Permit Issued	11 Haros Avenue Nunawading Vic 3131	Springfield	Six lot subdivision	Subdivision
WH/2018/369	16-07-18	Delegate Permit Issued	10 Morley Crescent Box Hill North Vic 3129	Elgar	3 lot subdivision in accordance with approved development	Subdivision
WH/2018/382	09-07-18	Delegate Permit Issued	10 Eustace Street Blackburn Vic 3130	Central	Construction of a Front Fence and Car Port and Removal of Vegetation within a Significant Landscape Overlay - Schedule 2	VicSmart - General Application
WH/2018/388	30-07-18	Delegate Permit Issued	32 Reserve Avenue Mitcham Vic 3132	Springfield	Buildings and works within 4 metres of protected trees	Special Landscape Area
WH/2018/396	09-07-18	Delegate Permit Issued	17 Mont Court Vermont South Vic 3133	Morack	2 lot subdivision	Subdivision
WH/2018/398	20-07-18	Delegate Permit Issued	30 Canterbury Road Blackburn South Vic 3130	Central	2 lot subdivision	Subdivision
WH/2018/401	16-07-18	Delegate Permit Issued	98 Clyde Street Box Hill North Vic 3129	Elgar	Three lot subdivision	Subdivision
WH/2018/411	30-07-18	Delegate Permit Issued	32 Dorothy Street Burwood East Vic 3151	Riversdale	Removal of Trees protected under Significant Landscape Overlay Schedule 9	Special Landscape Area
WH/2018/451	20-07-18	Delegate Permit Issued	9 Glengarry Avenue Burwood Vic 3125	Riversdale	3 Lot Subdivision	Subdivision
WH/2018/462	27-07-18	Delegate Permit Issued	21 Church Street Mitcham Vic 3132	Springfield	Four lot subdivision	Subdivision
WH/2018/469	27-07-18	Delegate Permit Issued	22 Sandy Street Nunawading Vic 3131	Springfield	3 LOT SUBDIVISION	Subdivision
WH/2018/473	23-07-18	Delegate Permit Issued	13 Felgate Parade Vermont South Vic 3133	Morack	Construct a garage and verandah extension to existing dwelling within 4m of protected trees	VicSmart - General Application
WH/2018/493	30-07-18	Delegate Permit Issued	79 Husband Road Forest Hill Vic 3131	Morack	Buildings and works within 4 metres of protected SLO9 trees	Special Landscape Area
WH/2018/503	11-07-18	Delegate Permit Issued	325-329 Whitehorse Road Nunawading Vic 3131	Springfield	Display of internally-illuminated business identification signage	Advertising Sign



**9.2.3**  
(cont)

Appl No.	Date	Decision	Street Address	Ward	Proposed Use Or Development	Appl Type
WH/2018/511	24-07-18	Delegate Permit Issued	31 Bentley Street Surrey Hills Vic 3127	Riversdale	Two lot subdivision	Subdivision
WH/2018/527	24-07-18	Delegate Permit Issued	42 Linlithgow Street Mitcham Vic 3132	Springfield	2 lot subdivision	Subdivision
WH/2018/544	06-07-18	Delegate Permit Issued	5 Talarno Avenue Vermont South Vic 3133	Morack	Removal of one tree	VicSmart - General Application
WH/2018/562	25-07-18	Delegate Permit Issued	1/63 Tyne Street Box Hill North Vic 3129	Elgar	Extending existing dwelling area with new roof covering over	Special Landscape Area
WH/2018/563	10-07-18	Delegate Permit Issued	20 Garden Street Box Hill North Vic 3129	Elgar	Removal of one tree - tree 3 within the significant landscape overlay	VicSmart - General Application
WH/2018/564	10-07-18	Delegate Permit Issued	20 Garden Street Box Hill North Vic 3129	Elgar	Removal of one tree - tree 4 within the significant landscape overlay	VicSmart - General Application
WH/2018/565	10-07-18	Delegate Permit Issued	20 Garden Street Box Hill North Vic 3129	Elgar	Removal of one tree - tree 5 within the significant landscape overlay	VicSmart - General Application
WH/2018/566	10-07-18	Delegate Permit Issued	20 Garden Street Box Hill North Vic 3129	Elgar	Removal of one tree - tree 6 within the significant landscape overlay	VicSmart - General Application
WH/2018/567	10-07-18	Delegate Permit Issued	20 Garden Street Box Hill North Vic 3129	Elgar	Removal of one tree - tree 7 within the significant landscape overlay	VicSmart - General Application
WH/2018/568	10-07-18	Delegate Permit Issued	20 Garden Street Box Hill North Vic 3129	Elgar	Removal of one tree - tree 8 within the significant landscape overlay	VicSmart - General Application
WH/2018/569	10-07-18	Delegate Permit Issued	20 Garden Street Box Hill North Vic 3129	Elgar	Removal of one tree - tree 9 within the significant landscape overlay	VicSmart - General Application
WH/2018/573	09-07-18	Delegate Permit Issued	36 Moselle Street Mont Albert North Vic 3129	Elgar	Tree removal within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/58	30-07-18	Delegate Permit Issued	5 Grove Street Vermont Vic 3133	Springfield	Construction of a Dwelling and associated Tree Removal	Special Landscape Area
WH/2018/590	06-07-18	Delegate Permit Issued	18 Hillside Crescent Blackburn Vic 3130	Central	Two lot subdivision	VicSmart - Subdivision
WH/2018/599	10-07-18	Delegate Permit Issued	884 Canterbury Road Box Hill South Vic 3128	Riversdale	Reduction of car parking for a medical centre (massage)	VicSmart - General Application

**9.2.3**  
(cont)

<b>Appl No.</b>	<b>Date</b>	<b>Decision</b>	<b>Street Address</b>	<b>Ward</b>	<b>Proposed Use Or Development</b>	<b>Appl Type</b>
WH/2018/605	09-07-18	Delegate Permit Issued	39 Wellington Avenue Blackburn Vic 3130	Central	Construction of a front boundary fence within 4m of protected tree	VicSmart - General Application
WH/2018/607	06-07-18	Delegate Permit Issued	6 Sherman Street Forest Hill Vic 3131	Morack	Two lot subdivision	VicSmart - Subdivision
WH/2018/608	06-07-18	Delegate Permit Issued	44 Pendle Street Box Hill Vic 3128	Elgar	Two lot subdivision	VicSmart - Subdivision
WH/2018/615	27-07-18	Delegate Permit Issued	20 Hampshire Road Forest Hill Vic 3131	Morack	Remove two trees	Special Landscape Area
WH/2018/623	13-07-18	Delegate Permit Issued	657 Whitehorse Road Mitcham Vic 3132	Springfield	Two Lot Subdivision	VicSmart - Subdivision
WH/2018/624	06-07-18	Delegate Permit Issued	19 Linden Street Blackburn Vic 3130	Central	2 lot subdivision	VicSmart - Subdivision
WH/2018/626	06-07-18	Delegate Permit Issued	68 Boronia Road Vermont Vic 3133	Morack	Tree removal within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/635	13-07-18	Delegate Permit Issued	3 Somers Street Burwood Vic 3125	Riversdale	Construction of front porch within 4m of protected tree	VicSmart - General Application
WH/2018/639	18-07-18	Delegate Permit Issued	2 Patio Court Vermont South Vic 3133	Morack	Building and works within 4m of tree under SLO9	VicSmart - General Application
WH/2018/640	13-07-18	Delegate Permit Issued	72 Surrey Road Blackburn North Vic 3130	Central	removal of one tree within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/642	23-07-18	Delegate Permit Issued	20 Landale Street Box Hill Vic 3128	Elgar	Construct a front fence in a heritage overlay and within 4m of a protected tree	VicSmart - General Application
WH/2018/647	13-07-18	Delegate Permit Issued	37 Boronia Road Vermont Vic 3133	Morack	Tree removal within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/653	13-07-18	Delegate Permit Issued	20 Efron Street Nunawading Vic 3131	Springfield	Tree removal within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/654	13-07-18	Delegate Permit Issued	6 Brook Crescent Box Hill South Vic 3128	Riversdale	Tree removal within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/655	18-07-18	Delegate Permit Issued	26 Sevenoaks Road Burwood East Vic 3151	Morack	Tree removal within VPO1 & SLO9	VicSmart - General Application
WH/2018/656	13-07-18	Delegate Permit Issued	19 Dawe Road Mitcham Vic 3132	Springfield	Tree removal within Significant Landscape Overlay - Schedule 6	VicSmart - General Application

**9.2.3**  
(cont)

Appl No.	Date	Decision	Street Address	Ward	Proposed Use Or Development	Appl Type
WH/2018/657	16-07-18	Delegate Permit Issued	2 Norma Road Forest Hill Vic 3131	Morack	Two lot subdivision	VicSmart - Subdivision
WH/2018/663	16-07-18	Delegate Permit Issued	17 Albert Street Mitcham Vic 3132	Springfield	Two lot subdivision of approved dual occupancy development	VicSmart - Subdivision
WH/2018/664	13-07-18	Delegate Permit Issued	50 Begonia Street Box Hill South Vic 3128	Riversdale	Remove one tree within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/665	24-07-18	Delegate Permit Issued	300 Station Street Box Hill South Vic 3128	Riversdale	Remove tree 18 within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/666	24-07-18	Delegate Permit Issued	300 Station Street Box Hill South Vic 3128	Riversdale	Remove tree 19 within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/667	24-07-18	Delegate Permit Issued	300 Station Street Box Hill South Vic 3128	Riversdale	Remove tree 20 within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/668	24-07-18	Delegate Permit Issued	300 Station Street Box Hill South Vic 3128	Riversdale	Remove tree 21 within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/669	25-07-18	Delegate Permit Issued	300 Station Street Box Hill South Vic 3128	Riversdale	Remove tree 22 within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/678	19-07-18	Delegate Permit Issued	18 Harold Street Blackburn Vic 3130	Central	2 lot subdivision	VicSmart - Subdivision
WH/2018/680	27-07-18	Delegate Permit Issued	208 Dorking Road Box Hill North Vic 3129	Elgar	Removal of tree within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/682	27-07-18	Delegate Permit Issued	25 Piedmont Street Box Hill South Vic 3128	Riversdale	build a deck within 4m of a protected tree within SLO9	VicSmart - General Application
WH/2018/684	22-07-18	Delegate Permit Issued	5 Joyhill Avenue Box Hill South Vic 3128	Riversdale	Remove Prunus cerasifera Nigra - Cherry Plum within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/685	22-07-18	Delegate Permit Issued	5 Joyhill Avenue Box Hill South Vic 3128	Riversdale	Remove Ligustrum lucidum - Broad-leaved Privet within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/686	22-07-18	Delegate Permit Issued	5 Joyhill Avenue Box Hill South Vic 3128	Riversdale	Remove Cotoneaster Spp. - Cotoneaster within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/687	22-07-18	Delegate Permit Issued	96-106 Springvale Road Nunawading Vic 3131	Springfield	Demolition of extension to heritage school building with HO238	VicSmart - General Application

**9.2.3**  
(cont)

<b>Appl No.</b>	<b>Date</b>	<b>Decision</b>	<b>Street Address</b>	<b>Ward</b>	<b>Proposed Use Or Development</b>	<b>Appl Type</b>
WH/2018/691	22-07-18	Delegate Permit Issued	3 Florida Court Mitcham Vic 3132	Springfield	Removal of one protected tree in a Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/700	27-07-18	Delegate Permit Issued	5 Joseph Street Blackburn North Vic 3130	Central	Two (2) lot subdivision	VicSmart - Subdivision
WH/2018/704	27-07-18	Delegate Permit Issued	5 Gardner Street Box Hill South Vic 3128	Riversdale	Remove one tree within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/710	30-07-18	Delegate Permit Issued	6 Box Hill Crescent Mont Albert North Vic 3129	Elgar	Construct a front fence within 4m of two (2) protected trees under SLO9	VicSmart - General Application
WH/2018/712	27-07-18	Delegate Permit Issued	59 Dorothy Street Burwood East Vic 3151	Riversdale	Removal of one protected tree in the Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/713	25-07-18	Delegate Permit Issued	10 Aldinga Street Blackburn South Vic 3130	Central	Construction of a single double storey dwelling in the Special Building Overlay	VicSmart - General Application
WH/2018/715	30-07-18	Delegate Permit Issued	7 Manorwood Place Mitcham Vic 3132	Springfield	Removal of one protected tree in the Significant Landscape Overlay - Schedule 6	VicSmart - General Application
WH/2018/729	30-07-18	Delegate Permit Issued	6a Ruby Street Burwood East Vic 3151	Morack	Removal of one (1) tree within SLO9	VicSmart - General Application
WH/2018/730	30-07-18	Delegate Permit Issued	20-24 Masons Road Blackburn Vic 3130	Central	Removal of one protected tree within the Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/735	31-07-18	Delegate Permit Issued	33 Ranfurly Road Forest Hill Vic 3131	Morack	Removal of one (1) tree within SLO9	VicSmart - General Application
WH/2018/749	31-07-18	Delegate Permit Issued	41 Boondara Road Mont Albert North Vic 3129	Elgar	Construct a brick front fence within 4 metres of a protected tree within SLO9	VicSmart - General Application
WH/2018/750	31-07-18	Delegate Permit Issued	68 Boondara Road Mont Albert North Vic 3129	Elgar	Removal of one (1) tree within SLO9	VicSmart - General Application
WH/2016/105/A	16-07-18	Delegate Refusal - S72 Amendment	229-231 Blackburn Road Blackburn South Vic 3130	Central	Construction of a four storey mixed use (commercial/residential) building, use of the land for a dwelling, reduction in the required car parking provision and alteration of access to a Road Zone (Category 1)	Permit Amendment

**9.2.3**  
(cont)

<b>Appl No.</b>	<b>Date</b>	<b>Decision</b>	<b>Street Address</b>	<b>Ward</b>	<b>Proposed Use Or Development</b>	<b>Appl Type</b>
WH/2014/648/A	02-07-18	Delegate Refusal Issued	36 Harrow Street Box Hill Vic 3128	Elgar	Construction of a three storey apartment building with basement	Permit Amendment
WH/2017/1046	11-07-18	Delegate Refusal Issued	209 Canterbury Road Blackburn Vic 3130	Central	Development of the land for the construction of three (3) double storey dwellings	Multiple Dwellings
WH/2017/375	21-07-18	Delegate Refusal Issued	489 Elgar Road Mont Albert Vic 3127	Elgar	Construction of a double storey place of worship and place of assembly and reduction in car parking and removal of vegetation	Residential (Other)
WH/2017/878	10-07-18	Delegate Refusal Issued	39 Springfield Road Box Hill North Vic 3129	Elgar	The construction of two double storey dwellings and buildings and works within 4 metres of vegetation.	Multiple Dwellings
WH/2017/987	24-07-18	Delegate Refusal Issued	25 Howard Street Box Hill Vic 3128	Elgar	Development of the land for the construction of five (5) dwellings, buildings and works in Special Building Overlay and Significant Landscape Overlay.	Multiple Dwellings
WH/2018/10	30-07-18	Delegate Refusal Issued	2 Gawler Court Mont Albert Vic 3127	Elgar	Construction of three double storey dwellings and tree removal	Multiple Dwellings
WH/2018/577	31-07-18	Delegate Refusal Issued	40 High Street Nunawading Vic 3131	Springfield	Build paved concrete driveway within 4m of a protected tree	VicSmart - General Application
WH/2018/580	23-07-18	Delegate Refusal Issued	108 Parer Street Burwood Vic 3125	Riversdale	Removal of tree with Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/59	19-07-18	Delegate Refusal Issued	100 Woodhouse Grove Box Hill North Vic 3129	Elgar	Construction of two attached double storey dwellings	Multiple Dwellings
WH/2018/632	10-07-18	Delegate Refusal Issued	31-33 Boronia Road Vermont Vic 3133	Morack	Tree removal within the Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/637	13-07-18	Delegate Refusal Issued	1/33 Scott Street Mitcham Vic 3132	Springfield	Removal of one protected tree in the Significant Landscape Overlay 9	VicSmart - General Application
WH/2018/673	18-07-18	Delegate Refusal Issued	15 Beech Street Surrey Hills Vic 3127	Riversdale	Tree removal within Significant Landscape Overlay - Schedule 9	VicSmart - General Application
WH/2018/707	30-07-18	Delegate Refusal Issued	21 Jackson Street Forest Hill Vic 3131	Central	Tree removal within Significant Landscape Overlay - Schedule 9	VicSmart - General Application

**9.2.3**  
(cont)

Appl No.	Date	Decision	Street Address	Ward	Proposed Use Or Development	Appl Type
WH/2016/1098	09-07-18	Withdrawn	385-395 Burwood Highway Vermont South Vic 3133	Morack	Display of two Illuminated pylon signs	Advertising Sign
WH/2016/1147	18-07-18	Withdrawn	706 Station Street Box Hill Vic 3128	Elgar	The construction of a multi-level mixed use development comprising accommodation, gymnasium and karaoke parlour uses and a reduction in car parking requirements pursuant to clause 45.09 and clause 52.06	Business
WH/2017/455/A	20-07-18	Withdrawn	8 Hardwood Court Mitcham Vic 3132	Springfield	Construction of two double storey dwellings	Permit Amendment
WH/2018/124	03-07-18	Withdrawn	845-851 Whitehorse Road Box Hill Vic 3128	Elgar	Signage to allow a public update on what is to come at the vacant site	Advertising Sign
WH/2018/367	26-07-18	Withdrawn	2 Richmond Street Blackburn South Vic 3130	Riversdale	To remove lot 3 from the owners corporation	Subdivision
WH/2018/525	31-07-18	Withdrawn	20 Eley Road Burwood Vic 3125	Riversdale	Construction of Six (6) Double Storey Dwellings on a Lot and Removal of Vegetation	Multiple Dwellings
WH/2018/614	12-07-18	Withdrawn	31-39 Norcal Road Nunawading Vic 3131	Springfield	Buildings and works (internal), change of use (warehouse and office) and waiver of on site car parking requirements	Industrial
WH/2018/754	30-07-18	Withdrawn	43 Kenmare Street Mont Albert North Vic 3129	Elgar	Removal of two protected trees in the Significant Landscape Overlay 9	Special Landscape Area

### 9.2.3

(cont)

#### BUILDING DISPENSATIONS/APPLICATIONS JULY 2018

Address	Date	Ward	Result
1 Molleton Street, Blackburn	27- 07-18	Central	Consent Granted 74,79
15 Wilton Street, Blackburn North	03- 07-18	Central	Consent Granted 79
16 Vernon Street, Blackburn South	16- 07-18	Central	Consent Granted 76
2/5 Kinkora Road, Blackburn	19- 07-18	Central	Consent Granted 76
42 Swan Street, Blackburn South	05- 07-18	Central	Consent Granted 75,81,79
47 Raleigh Street, Forest Hill	27- 07-18	Central	Consent Granted 79,76
49 Lawrence Street, Blackburn South	18- 07-18	Central	Consent Granted 85,76
8 Finlayson Street, Forest Hill	06- 07-18	Central	Consent Granted 85,76
9 Larch Street, Blackburn	17- 07-18	Central	Consent Granted 82
1 Molleton Street, Blackburn	27- 07-18	Central	Consent Refused 80
16 Vernon Street, Blackburn South	16- 07-18	Central	Consent Refused 74
194 Blackburn Road, Blackburn South	18- 07-18	Central	Consent Refused 82
32 Laurel Grove North, Blackburn	12- 07-18	Central	Consent Refused 74
42 Swan Street, Blackburn South	05- 07-18	Central	Consent Refused 80
8 Finlayson Street, Forest Hill	06- 07-18	Central	Consent Refused 80,79
12 Marshall Road, Box Hill North	03- 07-18	Elgar	Consent Granted 74
2 Springfield Road, Box Hill North	02- 07-18	Elgar	Consent Granted 97
23 Harrison Street, Box Hill North	19- 07-18	Elgar	Consent Granted 89
34a Rostrevor Parade, Mont Albert North	18- 07-18	Elgar	Consent Granted 89
41 Boondara Road, Mont Albert North	26- 07-18	Elgar	Consent Granted 89
599 Station Street, Box Hill	24- 07-18	Elgar	Consent Granted 116
693 Station Street, Box Hill	30- 07-18	Elgar	Consent Granted 116
10 Dane Street, Box Hill North	20- 07-18	Elgar	Consent Refused 79
12 Marshall Road, Box Hill North	03- 07-18	Elgar	Consent Refused R134
9 Dunloe Avenue, Mont Albert North	12- 07-18	Elgar	Consent Refused 79
820-824 Whitehorse Road, Box Hill	10- 07-18	Elgar	Withdrawn 116
4 Kara Walk, Vermont South	18- 07-18	Morack	Consent Granted 79
556a Canterbury Road, Vermont	02- 07-18	Morack	Consent Granted 97
71 Centre Road, Vermont	05- 07-18	Morack	Consent Granted 79
9 Lucerne Street, Vermont	17- 07-18	Morack	Consent Granted 74
212 Morack Road, Vermont South	02- 07-18	Morack	Consent Refused 89
56 Philip Street, Vermont	12- 07-18	Morack	Consent Refused 74
12 Moore Street, Box Hill South	02- 07-18	Riversdale	Consent Granted 80,74
17 Haig Street, Box Hill South	24- 07-18	Riversdale	Consent Granted 79
3 Somers Street, Burwood	06- 07-18	Riversdale	Consent Granted 89
50 Andrews Street, Burwood	17- 07-18	Riversdale	Consent Granted 74
9 Lana Street, Blackburn South	12- 07-18	Riversdale	Consent Granted 79
1/14 Corrigan Street, Burwood	23- 07-18	Riversdale	Consent Refused 89
1 Fawcett Street, Mitcham	31- 07-18	Springfield	Consent Granted 74
113 Junction Road, Nunawading	31- 07-18	Springfield	Consent Granted 76
17 Lynette Street, Nunawading	06- 07-18	Springfield	Consent Granted 79,82
18 Joyce Street, Nunawading	02- 07-18	Springfield	Consent Granted 82
18 Joyce Street, Nunawading	02- 07-18	Springfield	Consent Granted 79
57 O'shannessy Street, Nunawading	20- 07-18	Springfield	Consent Granted 74
6a Hopetoun Street, Mitcham	05- 07-18	Springfield	Consent Granted 79,77,83,76,86

### 9.2.3

(cont)

Address	Date	Ward	Result
6a Ian Crescent, Mitcham	05- 07-18	Springfield	Consent Granted 74,76,79
7 Ronald Street, Mitcham	19- 07-18	Springfield	Consent Granted 76,79
79 Creek Road, Mitcham	03- 07-18	Springfield	Consent Granted 79
9 Venice Avenue, Mitcham	12- 07-18	Springfield	Consent Granted 81
1 Alexander Street, Mitcham	19- 07-18	Springfield	Consent Refused 74
23 Rosstrevor Crescent, Mitcham	20- 07-18	Springfield	Consent Refused 79
28 Scott Street, Mitcham	30- 07-18	Springfield	Consent Refused 74
32 Reserve Avenue, Mitcham	05- 07-18	Springfield	Consent Refused 81
57 O'shannessy Street, Nunawading	20- 07-18	Springfield	Consent Refused 82,83
6a Hopetoun Street, Mitcham	05- 07-18	Springfield	Consent Refused 80
6a Ian Crescent, Mitcham	05- 07-18	Springfield	Consent Refused 80

#### DELEGATED DECISIONS MADE ON STRATEGIC PLANNING MATTERS JULY 2018

Under the Planning and Environment Act 1987 – Nil

#### REGISTER OF CONTRACTS SIGNED BY CEO DELEGATION JULY 2018

Contract Number	Service
Contract 30061	Cleaning of Public Toilets & Barbeques

#### REGISTER OF PROPERTY DOCUMENTS EXECUTED JULY 2018

Property Address	Document Type	Document Detail
<b>Leases</b>		
31A Surrey Drive, Box Hill (Aqualink Café)	Lease - Landlord's Disclosure Statement	Landlord's Disclosure Statement
<b>Fire Services Property Levy (FSPL)</b>		
385 Canterbury Road, Forest Hill	Not applicable	Land use changed from 'Residential' to 'Commercial'
361 Whitehorse Road, Nunawading	Not applicable	Land use changed from 'Residential' to 'Commercial'
Unit 6-7, 313 Middleborough Road, Box Hill South	Not applicable	Land use changed from 'Industrial' to 'Commercial'
Unit 3, 2-4 Joseph Street, Blackburn North	Not applicable	Land use changed from 'Commercial' to 'Industrial'
<b>Rateability Changes (Section 154 of the Local Government Act)</b>		
19 Christine Street, Blackburn South	Exempt-Unoccupied Government land	State Government owned dwelling demolished
59 Cadorna Street, Box Hill South	Exempt-Unoccupied Government land	State Government owned dwelling demolished
333 Morack Road, Vermont South	Exempt-Unoccupied Government land	Council owned property vacated
11 Chaucer Street, Box Hill South	Exempt-Unoccupied Government land	Council owned property vacated for demolition to convert residence to public open space
Unit 207, 901-907 Whitehorse Road, Box Hill	Property Now Rateable	Family Planning Victoria Inc. No longer in occupancy
1010 Whitehorse Road, Box Hill	Property Now Rateable	Part of former Box Hill TAFE site purchased by Epworth Foundation



### 9.2.3

(cont)

#### REGISTER OF DOCUMENTS AFFIXED WITH THE COUNCIL SEAL JULY 2018

Instrument of Delegation Council to CEO 16.07.18

Instrument of Delegation Council to Staff under the Planning and Environment Act 1987, Planning and Environmental Regulation, Planning and Environment (Fees) Regulations 2016

#### PARKING RESTRICTIONS APPROVED BY DELEGATION JULY 2018

<b>Address:</b>	<b>Windouran Drive, Mitcham:</b> from Mitcham Road to eastern boundary of 4 Windouran Drive – north side
<b>Previously:</b>	15 'Unrestricted' parking spaces
<b>Now:</b>	15 '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Address:</b>	<b>Clota Avenue, Box Hill:</b> from Margaret Street to southern boundary of 13 Clota Avenue – west side
<b>Previously:</b>	18 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Now:</b>	18 'Unrestricted' parking spaces
<b>Address:</b>	<b>Dorking Road, Box Hill:</b> from Margaret Street to McKean Street – east side
<b>Previously:</b>	7 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Now:</b>	7 'Unrestricted' parking spaces
<b>Address:</b>	<b>Dorking Road, Box Hill:</b> from Severn Street to Thames Street – west side
<b>Previously:</b>	8 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Now:</b>	8 'Unrestricted' parking spaces
<b>Address:</b>	<b>McKean Street, Box Hill:</b> from Dorking Road to western boundary of 53 McKean Street – north side
<b>Previously:</b>	8 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Now:</b>	8 'Unrestricted' parking spaces
<b>Address:</b>	<b>Regan Street, Box Hill:</b> from Margaret Street to McKean Street – west side
<b>Previously:</b>	8 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Now:</b>	8 'Unrestricted' parking spaces
<b>Address:</b>	<b>Mary Street, Box Hill:</b> from Margaret Street to McKean Street – west side
<b>Previously:</b>	8 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Now:</b>	8 'Unrestricted' parking spaces
<b>Address:</b>	<b>Evan Street, Box Hill:</b> from Margaret Street to McKean Street – east side
<b>Previously:</b>	8 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Now:</b>	8 'Unrestricted' parking spaces
<b>Address:</b>	<b>Margaret Street, Box Hill:</b> from Dorking Road to Patrick Street – north side
<b>Previously:</b>	20 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Now:</b>	20 'Unrestricted' parking spaces
<b>Address:</b>	<b>Simpsons Road, Box Hill:</b> from southern boundary 42 Simpsons Road to northern boundary of 20 Simpsons Road – east side
<b>Previously:</b>	10 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Now:</b>	10 'Unrestricted' parking spaces
<b>Address:</b>	<b>Worrall Street, Burwood:</b> from Greenwood Stretto Middleborough Road – south side
<b>Previously:</b>	20 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Now:</b>	20 permanent '2-Hour, 8am to 6pm, Monday to Friday' parking spaces

### 9.2.3

(cont)

**Address:** **Johnstone Street, Burwood:** from Middleborough Road to Greenwood Street – north side

**Previously:** 22 temporary '2-Hour, 8am to 6pm, Monday to Friday' parking spaces

**Now:** 22 'Unrestricted' parking spaces

#### VENDOR PAYMENT SUMMARY – SUMS PAID DURING JULY 2018

Date	Total Issued	Payments (direct debit, cheques or electronic funds transfer)	Transaction Type EFT/CHQ/DD
06/07/2018	\$11,163.52	8	CHQ
09/07/2018	\$5,978.36	10	EFC
09/07/2018	\$42,570.53	14	CHQ
09/07/2018	\$3,380,251.05	271	EFT
12/07/2018	\$4,944.21	10	EFC
12/07/2018	\$111,280.10	85	CHQ
12/07/2018	\$2,415,944.98	216	EFT
12/07/2018	\$28,019.75	1	EFT
13/07/2018	\$699.61	6	CHQ
13/07/2018	\$31,650.00	3	EFT
19/07/2018	\$13,421.32	15	EFC
19/07/2018	\$32,174.39	20	CHQ
19/07/2018	\$619,537.55	62	EFT
26/07/2018	\$3,241.26	5	EFC
26/07/2018	\$63,781.08	36	CHQ
26/07/2018	\$6,653,083.26	496	EFT
26/07/2018	\$400.00	1	EFC
06/07/2018	\$11,163.52	8	CHQ
09/07/2018	\$5,978.36	10	EFC
09/07/2018	\$42,570.53	14	CHQ
09/07/2018	\$3,380,251.05	271	EFT
12/07/2018	\$4,944.21	10	EFC
12/07/2018	\$111,280.10	85	CHQ
<b>GROSS</b>	\$13,418,140.97	1259	
<b>Monthly Lease Payments</b>	\$37,491.18		
<b>Direct Debit Payments</b>	\$179,681.94		
<b>CANCELLED PAYMENTS</b>	<b>-\$20,013.15</b>	<b>-25</b>	
<b>NETT</b>	\$13,615,300.94	1234	

**10      REPORTS FROM DELEGATES, SPECIAL COMMITTEE  
RECOMMENDATIONS AND ASSEMBLY OF COUNCILLORS  
RECORDS**

**10.1    Reports by Delegates**

(NB: Reports only from Councillors appointed by Council as delegates to community organisations/committees/groups)

**RECOMMENDATION**

*That the reports from delegates be received and noted.*

## **10.2 Recommendation from the Special Committee of Council Meeting of 10 September 2018**

### **10.2.1 Safer Communities Fund – Grants; and Improved Security Measures at Springfield Park**

#### **SPECIAL COMMITTEE OF COUNCIL RESOLUTION**

Moved by Cr Barker, Seconded by Cr Liu

#### ***That Council:***

- 1. Direct Council officers to apply to the Federal Department of Industry, Innovation and Science for a 'Safer Communities Fund Round 3, Infrastructure grant' for video surveillance measures and other security measures including mobile CCTV.***
- 2. In the interim immediately deploy improved security measures at Springfield Park, which could include video surveillance.***

**CARRIED UNANIMOUSLY**

### **10.2.2 Municipal Association of Victoria Board**

#### **SPECIAL COMMITTEE OF COUNCIL RESOLUTION**

Moved by Cr Munroe, Seconded by Cr Massoud

***That Council submits the following motion for the 19 October 2018 Municipal Association of Victoria State Council:***

- 1. That Council calls on the Municipal Association Victoria (MAV) Board to review, in conjunction with its member Councils, the processes and structure for the election of MAV Board and the President.***
- 2. That the review examines, but is not limited to, the following:***
  - a) The eligibility rules that allow only the Council's MAV delegate to run for the Board or Presidency.***
  - b) Clarification of eligibility in the case of a Council's membership lapsing during a term.***
  - c) Introducing a single electorate for the Metropolitan and Interface Councils Board positions (from 6 to 1).***
  - d) Divide the Rural and Regional Board positions into three areas to represent the West, North and East of the state (from 6 to 3).***
  - e) The weighting of Melbourne and the Rural & Regional representation.***
  - f) The merits of Melbourne City Council having a designated Board position.***
  - g) Term limits for the Presidency.***
  - h) The appointment of the President whether it be by the Board or a vote of member councils.***
- 3. That following the outcome of such a review that any recommendations for change, at the earliest practicable State Council, be brought for a membership vote.***

**CARRIED UNANIMOUSLY**

#### **RECOMMENDATION**

***That the recommendations from the Special Committee of Council Meeting of 10 September 2018 Items 10.2.1 and 10.2.2 (inclusive) be received and adopted.***

### 10.3 Record of Assembly of Councillors

Meeting Date	Matter/s Discussed	Councillors Present	Officers Present	Disclosures of Conflict of Interest	Councillor /Officer attendance following disclosure
<b>20-08-18</b> 6.15 – 7.00pm	<b>Councillor Informal Briefing Session</b> <ul style="list-style-type: none"> <li>9.3.1 In Principle Approval of the 2017/18 Annual Financial Statements &amp; Performance Statement</li> <li>9.1.1 203 Canterbury Road, BLACKBURN (Lot 1 TP 872902D)</li> <li>9.1.2 Student Accommodation Policy Review</li> <li>9.2.2 Tender Evaluation Report (Contract 30020) Construction of Nunawading Community Hub</li> <li>Live Streaming</li> <li>First Tally Ho Ventures – Award Level Citizenship Badge</li> <li>Deakin Journalism Students</li> </ul>	Cr Davenport (Mayor & Chair) Cr Barker Cr Bennett Cr Cutts Cr Ellis Cr Liu Cr Massoud Cr Munroe Cr Stennett	N Duff J Green N Brown T Wilkinson P Smith A De Fazio S Freud J Russell R Johnson S Cann	Nil	Nil
<b>03-09-18</b> 5.30 - 6.00pm	<ul style="list-style-type: none"> <li>Customer Incident Report Snap Send Solve</li> </ul>	Cr Davenport (Mayor & Chair) Cr Barker Cr Bennett Cr Cutts Cr Liu Cr Massoud Cr Stennett	N Duff J Green N Brown T Wilkinson P Smith A De Fazio S Freud M Baldwin M Ackland G Howell S Morison D Schoner	Nil	Nil
<b>03-09-18</b> 6.30- 9.00pm	<b>Strategic Planning Session</b> <ul style="list-style-type: none"> <li>Overview of Crime, Road Trauma &amp; Public Order Issues throughout the LGA</li> <li>Capital Works</li> <li>Finance Report as at 31 July 2018</li> <li>Community Laws Service Review</li> <li>Men's Action Group Video</li> </ul>	Cr Davenport (Mayor & Chair) Cr Barker Cr Bennett Cr Cutts Cr Liu Cr Massoud Cr Stennett	N Duff J Green N Brown T Wilkinson P Smith A De Fazio S Hewett T Johnson S Cann S Morison D Schoner	Nil	Nil

**9.1.3**  
(cont)

Meeting Date	Matter/s Discussed	Councillors Present	Officers Present	Disclosures of Conflict of Interest	Councillor /Officer attendance following disclosure
<b>10-09-18</b> 6.30-7.30pm	<b>Councillor Briefing Session</b> <ul style="list-style-type: none"> <li>• Special Committee Agenda 10 September 2018</li> <li>• Other Business Motions</li> <li>• Special Council Agenda 10 September 2018</li> <li>• Draft Council Agenda 17 September 2018</li> <li>• Draft Annual Report 2017/18</li> </ul>	Cr Davenport (Mayor & Chair) Cr Barker Cr Bennett Cr Cutts Cr Liu Cr Massoud Cr Munroe Cr Stennett	N Duff J Green N Brown T Wilkinson P Smith A De Fazio S Freud J Russell K Marriott I Kostopoulos M Kerr S Belmore P Warner	Nil	Nil

**RECOMMENDATION**

*That the record of Assembly of Councillors be received and noted.*

**11 REPORTS ON CONFERENCES/SEMINARS ATTENDANCE**

**RECOMMENDATION**

*That the record of reports on conferences/seminars attendance be received and noted.*

**12 CONFIDENTIAL REPORTS**

**RECOMMENDATION**

*That in accordance with Section 89 (2) (h) and (d) of the Local Government Act 1989 the Council should resolve to go into camera and close the meeting to the public as the matters to be dealt with relate to any other matter which the Council or special committee considers would prejudice the Council or any person and contractual matters.*

**12.1 COUNCIL LAND UPDATE**

**12.2 CONTRACTUAL MATTER**

**13 CLOSE MEETING**