



# City of Whitehorse

## MINUTES

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### Ordinary Council Meeting

Held in the  
Council Chamber  
Whitehorse Civic Centre

379 Whitehorse Road Nunawading  
on

**Monday 24 June 2019**

at 7:00pm

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

**Mr Phillip Warner**  
Acting Chief Executive Officer

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Meeting opened at 7.00pm

Present: Cr Bennett (Mayor), Cr Barker, Cr Carr, Cr Cutts, Cr Davenport  
Cr Ellis, Cr Liu, Cr Massoud, Cr Munroe, Cr Stennett

## **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**

The Mayor welcomed all

APOLOGIES: Nil

## **3 DISCLOSURE OF CONFLICT OF INTERESTS**

None disclosed

## **4 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

Minutes of the Ordinary Council Meeting 27 May 2019

### **COUNCIL RESOLUTION**

Moved by Cr Cutts, Seconded by Cr Stennett

***That the minutes of the Ordinary Council Meeting 27 May 2019 having been circulated now be confirmed.***

**CARRIED UNANIMOUSLY**

## **5 RESPONSES TO QUESTIONS**

5.1 Ms Anne Salmon, Mitcham submitted two questions relating to rezoning for 3 McGlone Street Mitcham

The Acting Chief Executive Officer Mr Philip Warner responded to the questions on behalf of Council.

## 6 NOTICES OF MOTION

### 6.1 Notice of Motion No 123 - Cr Barker

#### COUNCIL RESOLUTION

Moved by Cr Barker, Seconded by Cr Davenport

***That Council extends condolences, sympathy and respect to the families of those who lost their lives and who continue to suffer after the events of Tiananmen Square 30 years ago.***

**A Division was called.**

#### Division

For	Against
Cr Barker	Cr Bennett
Cr Munroe	Cr Carr
	Cr Cutts
	Cr Davenport
	Cr Ellis
	Cr Liu
	Cr Massoud
	Cr Stennett

**On the results of the Division the motion was declared LOST**

## 7 PETITIONS

### 7.1 21 Wattle Valley Road Mitcham

A petition signed by 87 signatories has been received requesting Council consider retaining ownership of the parcel of land at 21 Wattle Valley Road Mitcham without any subdivision or sale, and complete a project to demolish the existing dwelling and integrate the land into the neighbouring parkland with pedestrian access from Wattle Valley Road.

Cr Stennett submitted additional pages containing 81 signatories for the petition, bringing the total number of signatories to 168.

#### COUNCIL RESOLUTION

Moved by Cr Stennett, Seconded by Cr Cutts

***That the petition be received and referred to the General Manager Human Services for appropriate action and response.***

**CARRIED UNANIMOUSLY**

## 8 URGENT BUSINESS

Nil

## **9 COUNCIL REPORTS**

### **9.1 CITY DEVELOPMENT**

#### **Strategic Planning**

#### **9.1.1 Student Accommodation Policy Review: Amendment C213 Conditions of Authorisation**

ATTACHMENT

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#### **SUMMARY**

*This report updates Council on the conditional Authorisation that has been granted by the Minister for Planning for Whitehorse Planning Scheme Amendment C213.*

*Amendment C213 relates to the updated Student Accommodation Policy at Clause 22.14 of the Whitehorse Planning Scheme that was presented to Council at its meeting on 20 August 2018. Authorisation to prepare and exhibit the Amendment was received on 16 April 2019 and contained a number of conditions. One of the conditions of Authorisation is contrary to the resolution made at the Council meeting in regard to car parking rates.*

*This report recommends that Council reconsider the car parking rates in the revised policy and revert to the rates currently in the Policy at Clause 22.14.*

#### **COUNCIL RESOLUTION**

Moved by Cr Ellis, Seconded by Cr Davenport

***That Council under Whitehorse Planning Scheme Amendment C213, revert to the parking rates currently contained within the Policy at Clause 22.14 of the Whitehorse Planning Scheme.***

**CARRIED UNANIMOUSLY**

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#### **BACKGROUND**

On 20 August 2018 a report was presented to Council with the findings of the *Student Accommodation Review 2018* (the Review), including a *Student Accommodation Strategy* for the City of Whitehorse. The Council Report recommended that the *Whitehorse Student Accommodation Strategy, July 2018* (the Strategy) be adopted and that Council seek Authorisation from the Minister for Planning to exhibit an amendment to the Whitehorse Planning Scheme to introduce a revised Student Accommodation Policy at Clause 22.14.

Council generally resolved to support the recommendation of Council officers but moved the following change:

*Update the revised local planning policy for Student Accommodation as shown in Attachment 3 with the following car parking rates:*

- a) *For purpose built student accommodation within a Metropolitan Activity Centre, provide car parking at a rate of at least 0.3 spaces per bed.*
- b) *For purpose built student accommodation within Major Activity Centres, within 500 metres of a tertiary education institution or on a site abutting the Principal Public Transport Network, provide car parking at a rate of at least 0.45 spaces per bed.*

### 9.1.1 (cont)

The current rates at Clause 22.14 of the Whitehorse Planning Scheme compared to the proposed rates are outlined in Table 1.

Car Parking	Current Parking Rate	Proposed Parking Rate
For purpose built student accommodation within a Metropolitan Activity Centre	0.1 spaces per bed	At least 0.3 spaces per beds
For purpose built student accommodation within Major Activity Centres, within 500 metres of a tertiary education institution or on a site abutting the Principal Public Transport Network	0.25 spaces per bed	At least 0.45 spaces per bed

**Table 1: Comparison of current and proposed car parking rates**

Accordingly, the Amendment documents were updated before forwarding to the Department of Environment, Land, Water and Planning for Authorisation (DELWP). DELWP has now provided consent to exhibit the amendment subject to conditions. A copy of the letter can be found at **Attachment 1**. Most of the conditions are minor and can be addressed through re-formatting of the Amendment documents however condition 2 states:

*Do not amend the existing parking rates contained within Clause 22.14. Sufficient strategic justification has not been provided for the proposed changes.*

Exhibition of the amended Clause 22.14 cannot proceed until the car parking rate shown is reverted to the existing rate in the planning scheme or further strategic justification to support the increased rate is provided.

## DISCUSSION

Extensive research into parking demand was undertaken during the development of the Strategy. Various methods were used to understand the travel and parking characteristics of students in Whitehorse, including:

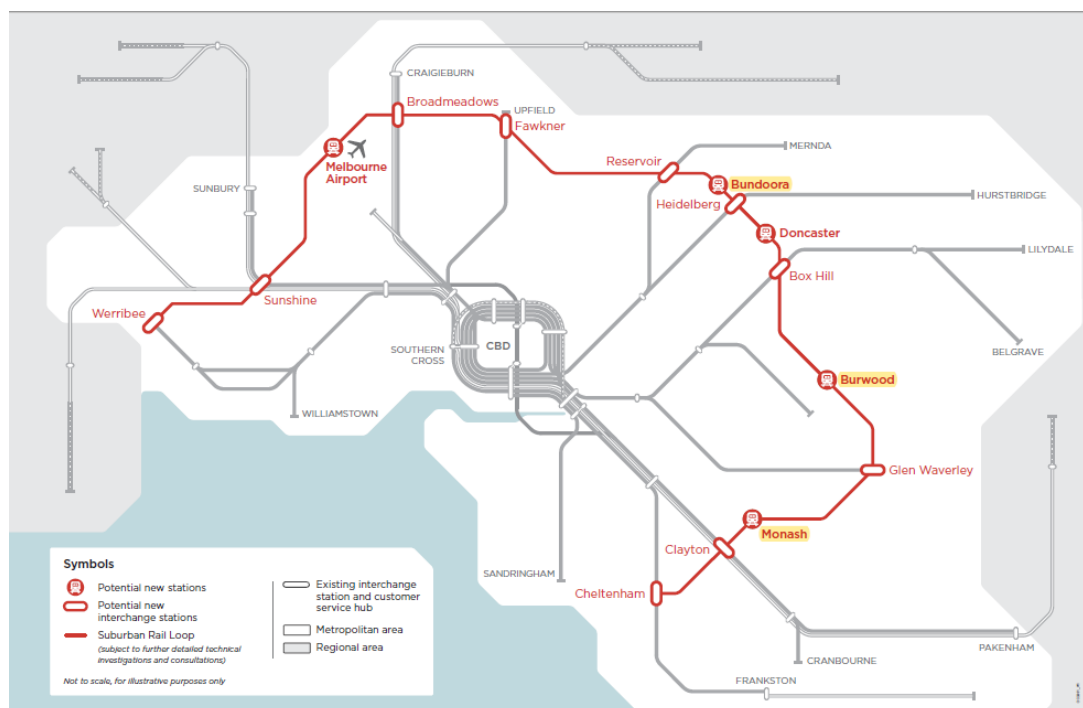
- Face to face questionnaire surveys
- On-street parking occupancy surveys
- On-site parking activity surveys
- Tube counts

The results of this traffic work found that there was a higher than expected level of car ownership amongst students. Despite this, the resulting recommendation in relation to traffic and parking was that the current parking provision rates for student accommodation in the existing policy should be maintained. Advice from Ratio, Council's Traffic Consultants, was that increasing the required parking provision rate for student accommodation facilities for new developments would likely achieve a reduction in on-street demand, however this response would be in conflict with current Council policies and State government Strategy relating to encouraging alternative transport modes.

At a local level, Council seeks to reduce carbon emissions and air pollution while improving the health and wellbeing of the community by supporting sustainable transport initiatives including walking, cycling and public transport. Increasing the car parking rate could be seen as contradicting these efforts.

At the State level, the government's planning document Plan Melbourne also promotes improving local travel options, with an emphasis on pedestrian travel, cycling and public transport. This policy is supported by the proposed \$50 billion Suburban Rail Loop announced by the State Government in late August 2018. This proposed infrastructure upgrade will include additional stops at key tertiary institutions not currently serviced by rail such as Deakin University, Burwood, Monash University, Clayton and La Trobe University, Bundoora as shown in **Map 1**.

### 9.1.1 (cont)



**Map 1: Proposed Suburban Rail Loop (Source: Victoria's Big Build)**

The State government's commitment to active and sustainable transport makes the proposed increase in the parking rates for student accommodation unfavourable. Increasing the parking rates can be seen to have negative social impacts such as encouraging vehicle dependent travel and lifestyle patterns and compromising environmental sustainability. Given current concern over fuel consumption, climate change and environmental sustainability, governments are realising that a new approach to parking is required.

This approach to parking is also evident through State-wide Amendment VC148 that introduced reduced car parking requirements. **This Amendment revised** Clause 56.02 (Car Parking) to reduce car parking requirements for new uses of existing buildings in commercial areas and for land within walking distance (400m) of the Principal Public Transport Network (PPTN). In addition, the reduced parking rates specified in 'Column B of Table 1' now automatically apply if any part of the land is within the PPTN area as shown on the Principal Public Transport Network Area Maps. For residential development, this means no visitor parking, and for most other uses a reduction in parking ranging from 15 - 65%.

Affordability of Student Accommodation has a bearing on where students are accommodated in Whitehorse. The Review found that purpose built student accommodation that is managed by a recognised student accommodation organisation provides the safest form of accommodation for students with the least off site amenity impacts. This was in comparison to other forms of less formal accommodation inhabited by students including rooming houses, open market housing (share houses) and informal housing (garages and other structures). There is a risk that requiring additional parking will impact the overall development cost of this accommodation, discouraging developers and leading to a shortfall in beds.

### 9.1.1

(cont)

#### Student Accommodation Reforms

Action 31 of *Plan Melbourne 2017-2050 Five-Year Implementation Plan* seeks to develop and implement a streamlined approvals process for specific housing types to address local housing gaps. The Department is currently investigating a streamlined approvals process for student accommodation and has conducted the first of a number of round table discussions with stakeholders. These sessions explore issues around the provision of student accommodation and how they could be dealt with through the planning system. The timeframes for this State government initiative are not yet known.

#### Ministerial Timeframes

Exemption from Ministerial Direction 15, which sets the time for completing steps in the planning scheme amendment process, has been sought from the Minister for Planning. This request has been made to allow Council time to consider whether to revert to the original parking rate and proceed to the exhibition stage of the planning scheme amendment.

#### CONSULTATION

Extensive consultation was undertaken throughout the research phase of this project. Council's consultants, SGS, undertook over ten meetings, including face-to-face and by phone, with various stakeholders who regularly interact with the issues surrounding student accommodation. Stakeholders included student welfare officers at Deakin University and Box Hill Institute, the Eastern Community Legal Centre, Student Housing Australia, and City of Whitehorse team members. No further consultation has been undertaken however many stakeholders remain interested in the final outcome of this work.

#### FINANCIAL IMPLICATIONS

The financial implications of the Amendment were addressed in the 20 August 2018 report to Council. Of the anticipated total expenditure (\$17, 371), \$3, 901.50 has been spent being the statutory fee for requesting Authorisation from the Minister for Planning to prepare and exhibit a planning scheme amendment.

Type of Fee	Budget	Expenditure to date
Requesting the Minister to prepare an amendment to a planning scheme exempted from the requirements referred to in Section 20(4) of the Act.	\$3,901.50	<b>\$3, 901.50</b>
Preparation of amendment documents by Council Officers	Planning officer time	
Expert Witness at Panel Hearing	\$5,000 (approx.)	
Planning Panel Approximately (\$7,000 per day)	\$7,000 (approx.)	
Consideration by the Minister of a request to approve the amendment in accordance with Section 35 of the Act.	\$469.60	
Publishing Gazettal of the Amendment in the Victorian Government Gazette and Leader Newspapers	\$1000 (approx.)	
<b>Total Budget</b>	<b>\$17, 371.10</b>	
<b>Sub Total Expenditure</b>		<b>\$3, 901.50</b>
<b>Total Expenditure</b>		<b>\$3, 901.50</b>



### 9.1.1

(cont)

#### POLICY IMPLICATIONS

The Whitehorse Student Accommodation Review and subsequent proposed amendment are consistent with Strategic Direction 1 in the Council Plan 2017 – 2021 which seeks to support a healthy, vibrant, inclusive and diverse community. In particular Strategy 1.1.1 encourages partnership to plan and deliver high quality responsive services and to advocate for our diverse community based on current and future needs.

Planning Scheme Amendment C213 updates the existing local planning policy and addresses many of the issues raised through the Review. The implications of not conforming to the Department's conditions in relation to car parking in purpose built student accommodation will prevent Council from exhibiting the amendment and therefore the opportunity of updating the existing policy.

Planning Scheme Amendment C213 proposes changes to the Municipal Strategic Statement (MSS) and Local Planning Policy (LPP). These must be drafted to take into consideration the Local Planning Policy Framework (LPPF) translation which will be undertaken as part of the Smart Planning program. The LPPF translation will have the effect of changing the way the local policy is ultimately presented in the planning scheme, by integrating the content into the new Municipal Planning Strategy (MPS) and the Planning Policy Framework (PPF) introduced by State-wide Amendment VC148. Changes to the local policy content need to be consistent with the rules in Section 4 and writing instructions in Section 6 of '*A Practitioner's Guide to Victorian Planning Schemes*'.

#### ATTACHMENT

- 1 Letter of Conditional Authorisation  

## Business and Economic Development

### 9.1.2 Box Hill Logo Competition

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#### SUMMARY

Council's Investment and Economic Development Unit conducted a logo competition for Box Hill on behalf of Council. Council received 65 submissions from the local community, which were shortlisted to 22. A panel of 10 members from local businesses and community representatives formed the Box Hill Logo Judging Panel who voted on the final winning logo designed by Sarishty Singh.

#### COUNCIL RESOLUTION

Moved by Cr Liu, Seconded by Cr Barker

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

- 1. Endorse the logo designed by Sarishty Singh, as the new logo for Box Hill.***
- 2. Announce and publicise the new logo in the July edition of Down to Business and officially launch the Box Hill Logo during Business Week, 12-16 August 2019.***

**CARRIED UNANIMOUSLY**

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#### BACKGROUND

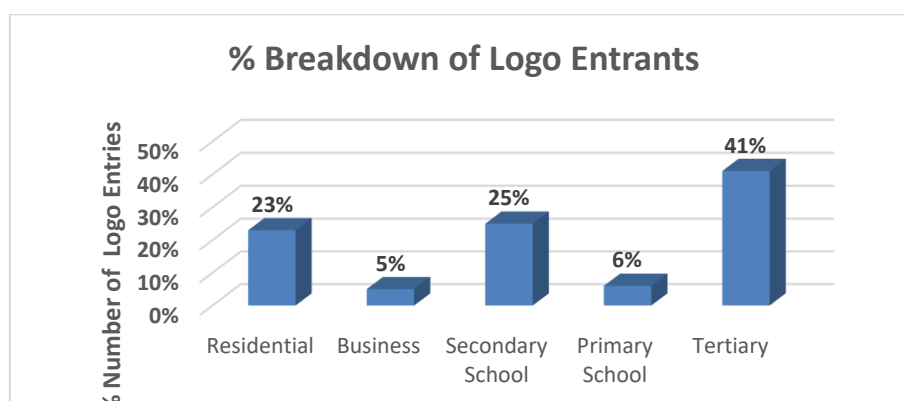
In August 2018, Council's Investment and Economic Development (IED) Unit presented four logo concepts designed by Blick Creative, for Box Hill. The four concepts were presented to Councillors and the Executive Management Team (EMT). On a whole, the concepts were well received and overall the opinion was that the concepts provided by Blick Creative were of a high standard.

It was decided that a logo design competition would provide a positive engagement project for the local community to participate in the development of Box Hill's branding identity.

The logo design competition campaign ran from Monday 18 March to Monday 29 April 2019. Competition entrants were able to access the design brief, terms and conditions and competition entry form via the Wbiz website. Both Deakin University and Box Hill Institute were engaged as equal sponsors for the competition with the prize being an Apple iPad Pro.

#### DISCUSSION

A total of 65 submissions were received through the logo competition process. The graph below outlines the breakdown of entrants across the different categories.



### 9.1.2 (cont)

Council officers reduced the 65 entries down to 22 applying the design brief considerations and the conditions outlined in the competition terms and conditions. The 22 logo submissions, along with the 3 original Blick Creative logo submissions, were then presented to the Box Hill Logo Judging Panel on Thursday 2 May 2019. The Box Hill Judging Panel consisted of 10 members from a number of local businesses and community representatives. The members of the panel were:

Cr Bill Bennet	Mayor	Whitehorse City Council
Cr Tina Liu	Elgar Ward Councillor	Whitehorse City Council
Cr Blair Barker	Elgar Ward Councillor	Whitehorse City Council
Kathy Collier	President	Whitehorse Business Group
Peter Redden	Manager Community Relations and Sponsorship	Deakin University
Odile Higgins	Head of Design	Box Hill Institute
David Wu	Senior BMS	Bendigo Bank
Matthew Lokan	Sales & Marketing Executive	The Chen
Louise O'Connor	Executive Director	Epworth Eastern
Olga Lekovic	Centre Manager	Vicinity Centres

The Judging Panel then narrowed the submissions from 25 to a final 3 submissions. Subsequently an online link was sent to all members of the Judging Panel to vote independently on the final 3 submissions, with the winning submission by Sarishty Singh displayed below:



### CONSULTATION

The Box Hill Logo Competition engaged the local community through a number of mediums. Posters and postcards (printed and electronic), Leader newspaper advertisements, Wbiz website and Council's Corporate and Business Facebook pages. The corporate Facebook page hosted both organic and paid campaigns during the lifespan of the project. This resulted in over 15,000 people being reached locally, 39,000 views and more than 535 clicks. There were a small number of negative comments made on the Council Corporate Facebook page in reference to Council using a competition rather than paying for a graphic designer to design the Box Hill logo. These comments were managed by the Investment & Economic Development Team and Digital Team.

## **9.1.2**

(cont)

### **FINANCIAL IMPLICATIONS**

The cost of the Box Hill logo competition including the original Box Hill logo redesign by Blick Creative was \$5,727 Plus GST. The cost of updating all relevant marketing documentation to include the new Box Hill logo will be absorbed within the current Investment and Economic Development operational budget.

### **POLICY IMPLICATIONS**

The Box Hill Logo Competition supports the following:

**Council Plan 2017-2021:** Strategic Direction 5 Support a healthy local economy

**Economic Development Strategy 2014-2019:**

- 4.2.1 Advance the shared Vision for the future of Box Hill CAA
- 4.2.4 Promote Box Hill CAA in a coordinated manner as a premier site to visit, live, study and work.

## **9.2 HUMAN SERVICES**

### **9.2.1 Parkland Advisory Committees: Extension of Term**

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#### **SUMMARY**

*Council has 13 Parkland Advisory Committees (PACs) made up of volunteer members who undertake a diversity of work in Council's parks and reserves. The current term and membership of active PAC members expires on 30 June 2019. Council has commenced the project to review the governance and functions of the PACs and has included consultation with all members. The consultation outcomes are currently being considered, recommendations prepared and as a result it has been identified that further work is required on this important project. Subsequently, it is recommended that the current term of PACs should be extended under the existing Terms of Reference until 30 June 2020.*

#### **COUNCIL RESOLUTION**

Moved by Cr Cutts, Seconded by Cr Massoud

***That Council extend the current term and membership of active PAC members for another 12 months expiring on 30 June 2020, under the existing Terms of Reference.***

**CARRIED UNANIMOUSLY**

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#### **BACKGROUND**

Council has 13 PACs containing a combined active membership of 89 volunteer members. The PACs undertake planting, bushland maintenance, events, education programs and work with Council Officers with regard to the ongoing management and planning of Whitehorse open spaces. These tasks vary depending on the size, character and condition of each site.

The consultation outcomes are currently being considered and recommendations prepared and as a result it has been identified that further work is required on this important project. Subsequently, it is recommended that the current term of PACs should be extended under the existing Terms of Reference until 30 June 2020.

#### **DISCUSSION**

In late October 2018 consultant Richard O'Byrne from the 'The Public Land Consultancy' was appointed to undertake the project, a community engagement plan was developed and a thorough consultation and engagement process with PACs was then undertaken.

The consultant is currently finalising the engagement phase and has commenced preparing a report with recommendations which will be presented to Council at a later date, after which implementation will occur. At the present time however, additional time is needed to complete the project with Council needing to extend the current PAC members membership for a further 12 months. Maintaining continuity of membership of PACs, particularly those who have been involved in the project consultation process will assist Council to maintain momentum and complete this project.

As previously mentioned, the consultant's report will provide recommendations for future PAC management model/s for Council consideration. In addition, the outcome of Council's 2019/2020 budget process will determine if a dedicated resource can be provided to help manage the outcomes of the consultant's report and provide support to PAC members.

### **9.2.1**

(cont)

#### **CONSULTATION**

An online survey was developed and implemented which included questions related to the role of PACs (derived from their Terms of Reference) and to barriers to becoming a volunteer, time commitment and opportunities for improvement. During February 2019, 61 Parkland Advisory Committee members attended one of 12 workshops to participate in a discussion using similar questions. In March 2019, all members of PAC's were also invited to complete the online survey; 29 responses were received. Consultation was also undertaken with all Council staff who work with PAC's.

#### **FINANCIAL IMPLICATIONS**

Funding for this project is approximately \$45,000 with the funds existing within current operational budgets.

#### **POLICY IMPLICATIONS**

A report on the outcomes and recommendations of this process will be presented to Council at a later date. The Parkland Advisory Committee and Volunteer program is referred to in Councils:

- The Council Vision and Council Plan;
- The Whitehorse Open Space Strategy; and
- The Whitehorse Community Participation Strategy (which now sits within the Whitehorse Health and Wellbeing Plan).

## **9.2.2 The Whitehorse Statement on Family Violence and the Prevention of Violence against Women and Children**

ATTACHMENT

### **SUMMARY**

*This report provides Council with information regarding the Whitehorse Statement on Family Violence and the Prevention of Violence against Women and Children.*

### **COUNCIL RESOLUTION**

Moved by Cr Massoud, Seconded by Cr Munroe

***That Council adopts the Statement on Family Violence and the Prevention of Violence against Women and Children:***

- 1. Whitehorse City Council says no to violence. Council is committed to working together with the community to model and promote equal and respectful relationships. We want a community where everyone is valued and safe. (Appendix 1).***

**CARRIED UNANIMOUSLY**

### **BACKGROUND**

In March 2016 The Victorian Royal Commission on Family Violence report was released and contained 227 recommendations. Recommendation 94 specifically states “The Victorian Government amend section 26 of the Public Health and Wellbeing Act 2008 (Vic)— which requires that councils prepare a municipal public health and wellbeing plan—to require councils to report on the measures the council proposes to take to reduce family violence and respond to the needs of victims. This requirement of local government recognises its roles in both primary prevention and secondary prevention (or early intervention) of violence against women and children.

Council previously adopted the *Whitehorse Health and Wellbeing Plan 2017-2021* (The Plan), which identified family violence and violence against women and children as priorities under the Council Strategic Direction 1.

A public statement on Family Violence and the Prevention of Violence against Women and Children by Council will provide leadership and direction for Council’s work and its partners to create a community in which all women and children can live free from violence.

Once adopted, the Statement will be launched as part of the *Whitehorse Celebrates Equality and Respect Program* (25 Nov-10 Dec).

### **DISCUSSION**

Violence against women is serious and prevalent. Family violence affects people across the community regardless of social status, occupation, sexuality, age or cultural background. While any person can be a victim or perpetrator of violence, violence is predominantly perpetrated by men, and in family violence situations, women are predominantly the victims.

The root cause of violence against women are gender inequality, rigid gender roles and expectations, and cultures that accept or excuse men’s violence. Men’s violence against women is widely recognised as a global problem and one of the most widespread violations of human rights.<sup>1</sup> In Australia, three in ten women over 15 years have experienced physical assault, one in five has experienced sexual assault at least once in their lives, and one in four women has experienced violence from an intimate partner.<sup>2</sup> At least one woman a week is killed in Australia by a partner or former partner.<sup>3</sup>

### 9.2.2 (cont)

Violence between intimate partners is the leading contributor to death, disability and ill-health for Victorian women aged 18–44.<sup>4</sup> Research indicates the profound and long-term toll that violence takes on the health and wellbeing of women, families, communities and on society,<sup>5</sup> as well as the \$21.7 billion cost to the Australian economy each year.<sup>6</sup>

Victoria Police Law Enforcement Assistance Program [18 July 2017] data shows that in the 17 years to 2016/17 there has been a 101% increase in the rate of family violence incidents in Whitehorse. In 2016/17 the rate of incidents in Whitehorse was 618 per 10,000 population, which is about two-thirds of the metropolitan Melbourne rate and half the Victorian rate.

It should be noted, that not all incidents of physical violence and sexual assault are reported to police and many women stay in controlling and abusive relationships in an attempt to protect themselves and their children from increased violence from the perpetrator and the consequences of leaving the family home – displacement, poverty, loneliness. Family violence is the leading cause of homelessness for women and their children.<sup>7</sup> In addition, emotionally, psychologically or economically abusive; threatening or coercive behaviours are not necessarily captured in police data.

#### **Legislation and Policy Frameworks**

The Victorian Public Health Act 2008 recognises that local government is a major partner in efforts to protect public health and wellbeing. The Act states that in preparing their plans, Councils must have regard to the Victorian Public Health and Wellbeing Plan (VPHWP). Among the top priorities of the VPHWP 2015-2019 are improving mental health and preventing violence and injury.

In March 2016 The Victorian Royal Commission on Family Violence report was released and contained 227 recommendations. Recommendation 94 specifically states “The Victorian Government amend section 26 of the Public Health and Wellbeing Act 2008 (Vic)— which requires that councils prepare a municipal public health and wellbeing plan—to require councils to report on the measures the council proposes to take to reduce family violence and respond to the needs of victims. This requirement of local government recognises its roles in both primary prevention and secondary prevention (or early intervention) of violence against women and children.

Primary prevention works by identifying the deep underlying causes of violence – the social norms, structures and practices that influence individual attitudes and behaviours – and acting across the whole population to change these, not just the behaviour of perpetrators.

Primary prevention is distinct from early intervention and crisis response activities (also known as secondary and tertiary response) that aim to stop violence from escalating or recurring. An effective primary prevention approach supports and complements early intervention and crisis response efforts.

The Victorian *Family Violence Protection Act 2008* defines family violence as:

- a) ‘Behaviour that is physically, sexually, emotionally, psychologically or economically abusive; threatening or coercive; or in any other way controls or dominates the family member and causes them to feel fear for the safety or wellbeing of that family member or another person; or
- b) Behaviour by a person that causes a child to hear or witness, or otherwise be exposed to the effects of, behaviour referred to in paragraph (a)’.



### 9.2.2 (cont)

*Free from Violence, Victoria's Primary Prevention Strategy to prevent family violence and all forms of violence against women* fulfils recommendation 187 of the Royal Commission into Family Violence and is a key part of the 10-year plan, *Ending family violence: Victoria's plan for change*, which is a comprehensive plan of reform to prevent family violence, protect victims, provide justice and hold perpetrators to account. The Free from Violence Strategy outlines a primary prevention approach – that is, a long-term agenda that aims to prevent violence from happening in the first place.

To help ensure the safety of children, Victoria introduced compulsory minimum Child Safety Standards (under the *Child Wellbeing and Safety Act 2005*) that apply to organisations providing services for children. These were implemented in Council services from January 2016.

A comprehensive, holistic and integrated approach to family violence acknowledges the importance of integrating primary prevention approaches that deal with addressing the underlying drivers of violence alongside early intervention and response initiatives.

#### **The Whitehorse Health and Wellbeing Plan 2017-2021**

In October 2017 Council's municipal public health and wellbeing plan, *Whitehorse Health and Wellbeing Plan 2017-2021*, was adopted by Council and submitted to the Secretary of the Department of Health and Human Services. The Plan was developed based on three elements: extensive community engagement, demographic and health information, and State and Federal policy directions.

Under the Council Strategic Direction<sup>1</sup> – Support a healthy, vibrant inclusive and diverse community – the *Whitehorse Health and Wellbeing Plan 2017-2021* identified priorities, objectives and partnerships to address both responding to family violence and preventing violence against women and children.

Family violence affects people across the community regardless of social status, occupation, sexuality, age or cultural background. As a service provider for children, families, youth and older people, Council has a role in providing first response risk assessment and referral for people who may be experiencing or at risk of family violence and abuse, and this includes those who are more difficult to reach, such as those experiencing multiple forms of disadvantage, CALD communities, individuals who identify as GLBTI and those with barriers to communication.<sup>8</sup> The effects on children of living in a violent home can be profound and long term.<sup>9</sup>

Prevention of violence against women involves shifting attitudes that condone or tolerate violence, sexism and discrimination on the basis of gender, alongside changes in cultures and organisations to increase gender equality. Promoting respectful and equal relationships across the community may take place in all sorts of settings in which people of Whitehorse live, work and recreate.

A whole of community approach is needed to take action to support effective family violence prevention and response, and Councils across Victoria are employing their roles in:

- Local leadership
- Planning
- Developing facilities and creating safe public environments
- Service provision
- Employment and procurement, to tackle this deep-rooted and complex health and wellbeing issue.

### **9.2.2** (cont)

#### **Regional partnerships**

The *Together for Equality & Respect* (TFER) Partnership is a collaborative, cross sector partnership of organisations working together to prevent violence against women in Melbourne's Eastern Metropolitan Region. Over 25 different organisations, including all local governments, are members of the Partnership.

Since 2012 the TFER Partnership and Strategy have strengthened the Region's ability to prevent violence against women by supporting a shared vision and aligned mutually reinforcing initiatives over time. TFER provides a mechanism to coordinate and integrate primary prevention activities in order to maximise efforts, and minimise duplication. Initiatives in which Whitehorse City Council has been a partner since collaborating in the Partnership include innovative projects, raising community awareness through campaigns, hosting community forums and local events.

This statement on Family Violence and the Prevention of Violence against Women and Children by Council will provide leadership and direction for Council's future work and it's partnerships to create a community in which all women and children can live free from violence. Once adopted, the Statement will be launched as part of the *Whitehorse Celebrates Equality and Respect Program* (25 Nov-10 Dec).

#### **CONSULTATION**

Whitehorse City Council recognises and values community participation in Council's decision-making and takes steps to ensure that members of our community are appropriately engaged and are able to contribute to Council's decision-making processes.

Council's Community engagement in the development of the Whitehorse Health and Wellbeing Plan ran through 2016 and 2017. Over 4,865 people from across Whitehorse have been actively engaged and contributed to the development of the Plan and its priorities, including Councillors, the community and community organisations and Council officers.

#### **FINANCIAL IMPLICATIONS**

The financial cost to Council, in regards to the Whitehorse City Council Statement on Family Violence and the Prevention of Violence against Women and Children is accounted for in the Community Development budget.

In addition, on behalf of Council and the community, the Community Development department has recently been successful in securing a \$90,000 grant from the State Government to implement the Whitehorse Strengthening Local Action for Family Violence Prevention Project, which will work across Council and the community.

#### **POLICY IMPLICATIONS**

Whitehorse City Council Statement on Family Violence and the Prevention of Violence against Women and Children is consistent with objectives in the Whitehorse Council Vision, the Whitehorse Council Plan, the Whitehorse Health and Wellbeing Plan and State and Federal Government policy directions.

### 9.2.2 (cont)

#### REFERENCES

1. Clancy, E., Marshall, B., Toumbourou, J.W., Devenish, B., Day, A., Satyen, L. Leung, R., & Bauld, C. (2016). Aligning effort integration and coordination – Preventing and responding to violence and promoting social inclusion and community connection: A research project for the Eastern Metropolitan Social Issues Council. Deakin University, Geelong, Australia.
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8. PricewaterhouseCoopers, 2015. A high price to pay: The economic case for preventing violence against women. Available at: <https://www.pwc.com.au/publications/economic-casepreventing-violence-against-women.html> [Accessed 2nd November 2017].
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#### ATTACHMENT

- 1 Proposed Statement 2019 

#### Attendance

Cr Davenport left the Chamber at 08:04 PM

#### Attendance

Cr Davenport returned to the Chamber at 08:05 PM

## **9.3 CORPORATE**

### **9.3.1 Adoption of the Proposed Budget 2019/20**

FILE NUMBER: ATTACHMENT

#### **SUMMARY**

*This report recommends that Council adopt the Proposed Budget 2019/20 in accordance with 127 and 130 of the Local Government Act 1989.*

#### **MOTION**

Moved by Cr Stennett, Seconded by Cr Ellis

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

##### **1. Having:**

- a) ***Considered all written submissions;***
  - b) ***Heard the presentations of submissions;***
  - c) ***Received the report of the Special Committee (minutes extract Attachment 1) of its meeting held on 11 June 2019; and***
  - d) ***Considered officer comments (as attached Attachment 2), now adopt the Proposed Budget 2019/20 (Attachment 3) in accordance with Section 130 of the Local Government Act 1989.***
- 2. *Thank persons making submissions in writing for their contribution and advise them of the outcome of Council's decision.***
- 3. *Authorise the Chief Executive Officer to give public notice of Council's decision in accordance with Section 130(2) of the Local Government Act 1989 and submit a copy of the budget to the Minister in accordance with Section 130(4) of the Local Government Act 1989.***

#### **AMENDMENT**

Moved by Cr Carr, Seconded by Cr Massoud

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

##### **1. Having:**

- a) ***Considered all written submissions;***
  - b) ***Heard the presentations of submissions;***
  - c) ***Received the report of the Special Committee (minutes extract Attachment 1) of its meeting held on 11 June 2019; and***
  - d) ***Considered officer comments (as attached Attachment 2), now adopt the Proposed Budget 2019/20 (Attachment 3) in accordance with Section 130 of the Local Government Act 1989, subject to the following amendment:***
    - i. ***to authorise the Head of Finance and Corporate Performance to increase the 2019/20 Capital Works Budget (Project 2018-492) by \$250,000 to allow Council to progress preliminary feasibility and design works for projects which have recently received Federal election funding commitments.***
- 2. *Thank persons making submissions in writing for their contribution and advise them of the outcome of Council's decision.***

### **9.3.1**

(cont)

- 3. Authorise the Chief Executive Officer to give public notice of Council's decision in accordance with Section 130(2) of the Local Government Act 1989 and submit a copy of the budget to the Minister in accordance with Section 130(4) of the Local Government Act 1989.**

**CARRIED**

**A Division was called.**

#### **Division**

<b>For</b>	<b>Against</b>
Cr Bennett	Cr Barker
Cr Carr	Cr Liu
Cr Cutts	
Cr Davenport	
Cr Ellis	
Cr Massoud	
Cr Munroe	
Cr Stennett	

**On the results of the Division the motion was declared CARRIED**

**The motion moved by Cr Stennett, seconded by Cr Ellis as amended became the substantive motion.**

#### **AMENDMENT**

Moved by Cr Liu, Seconded by Cr Barker

**That Council:**

**1. Having:**

- a) **Considered all written submissions;**
- b) **Heard the presentations of submissions;**
- c) **Received the report of the Special Committee (minutes extract Attachment 1) of its meeting held on 11 June 2019; and**
- d) **Considered officer comments (as attached Attachment 2), now adopt the Proposed Budget 2019/20 (Attachment 3) in accordance with Section 130 of the Local Government Act 1989, subject to the following amendment:**
  - i. **to authorise the Head of Finance and Corporate Performance to increase the 2019/20 Capital Works Budget (Project 2018-492) by \$250,000 to allow Council to progress preliminary feasibility and design works for projects which have recently received Federal election funding commitments.**
  - ii. **Allocates \$50,000 for additional improvements to footpath crossovers for improved access for cyclists to shared use paths.**
  - iii. **Retains the 18/19 user (parking) fees for Council metered on-street and off-street car parks (i.e. Watts St, Harrow St) for the upcoming financial year (19/20).**

- 2. Thank persons making submissions in writing for their contribution and advise them of the outcome of Council's decision.**

### 9.3.1

(cont)

3. ***Authorise the Chief Executive Officer to give public notice of Council's decision in accordance with Section 130(2) of the Local Government Act 1989 and submit a copy of the budget to the Minister in accordance with Section 130(4) of the Local Government Act 1989.***

#### PROCEDURAL MOTION

Moved by Cr Ellis, Seconded by Cr Massoud

***That the Motion be put.***

**CARRIED**

***The Mayor then indicated he would put the points of the Amendment to the vote in parts.***

***The Mayor put item 1d) ii of the amendment (in relation to the allocation of \$50,000 for additional improvements to footpath crossovers for improved access to shared use paths) to the vote, which was CARRIED.***

***The Mayor put item 1d) iii of the amendment (in relation to retaining the 18/19 user (parking) fees for Council metered on street and off street car parks) to the vote, which was LOST***

**A Division was called on Item 1d) iii of the amendment.**

#### Division

<b>For</b>	<b>Against</b>
Cr Barker	Cr Bennett
Cr Cutts	Cr Carr
Cr Davenport	Cr Ellis
Cr Liu	Cr Massoud
Cr Stennett	Cr Munroe

**On the results of the Division item 1d) iii of the Amendment was declared LOST on the casting vote of the Mayor**

**The substantive motion moved by Cr Stennett, seconded by Cr Ellis (as amended with the inclusion of items 1d) i and 1d) ii was then put to the vote and CARRIED**

**A Division was called.**

#### Division

<b>For</b>	<b>Against</b>
Cr Bennett	Cr Barker
Cr Carr	Cr Davenport
Cr Cutts	
Cr Ellis	
Cr Liu	
Cr Massoud	
Cr Munroe	
Cr Stennett	

**On the results of the Division the motion was declared CARRIED**

### 9.3.1 (cont)

#### BACKGROUND

The Proposed Budget 2019/20 was presented to the Council meeting on 15 April 2019 and public notice advertised, in accordance with Section 129(1) and (3) of the *Local Government Act 1989*, in The Age newspaper on Wednesday 17 April and Saturday 20 April 2019.

The Proposed Budget 2019/20 was available for public inspection for 28 days after publication of the notice, in accordance with the *Local Government Act 1989* and the *Local Government (Planning & Reporting) Regulations 2014*.

Submissions regarding the Proposed Budget 2019/20 were required to be received by Sunday 19 May 2019 for consideration by Council at its Special Committee meeting, held on Tuesday 11 June 2019. The details of submissions received are contained in Attachment 1 of this report.

#### DISCUSSION

The Proposed Budget 2019/20 is in line with Council's long-term financial plan, and ensures that Council continues to meet the community's demand for high quality services and facilities while maintaining its financial sustainability into the future.

The Proposed Budget 2019/20 has been prepared with emphasis for the coming year on a continuation of service delivery for our community, providing consistency and support for our residents. The budget funds a range of community services including health and family services, home and community services, the maintenance of community facilities, parks, gardens, playgrounds, infrastructure, waste and recycling collection, and building and planning services. In addition, the Capital Works Program provides for a sustainable level of funding for the renewal of the community's infrastructure and an investment in major community facilities such as the development of the Nunawading Community Hub and redevelopment of the Whitehorse Centre.

The key features of the Proposed Budget 2019/20 are:

**An operational budget that enables the delivery of services to the community including:**

- \$15.99 million Sustainability, Waste and Recycling
- \$15.17 million Home and Community Services
- \$14.84 million Recreation and Leisure
- \$11.96 million Health and Family Services
- \$11.04 million ParksWide (maintenance of sports fields, parks and gardens)
- \$9.03 million City Works (depot operations, maintenance of footpaths, drains and roads)
- \$7.63 million Planning and Building Services
- \$7.46 million Recycling and Waste Centre
- \$6.25 million Compliance (Community Laws, parking, school crossings, risk, insurance and emergency management)
- \$5.99 million Arts and Cultural Services
- \$5.51 million Engineering
- \$5.35 million Libraries
- \$3.95 million Assets and Capital Works
- \$2.40 million Community Development
- \$0.94 million Investment and Economic Development
- \$0.90 million Major Projects and Buildings

### 9.3.1

(cont)

#### **A \$72 million Capital Works Program comprising:**

- \$45.04 million for land, building and building improvements
- \$6.69 million for roads, bridges and off street car parks
- \$5.49 million for plant and equipment
- \$5.44 million for parks, open space and streetscapes
- \$3.88 million for recreational, leisure and community facilities
- \$2.89 million for footpaths and cycle ways
- \$2.18 million for drainage improvements and waste management

#### **KEY PRESSURES AND CHALLENGES**

In preparing the Proposed Budget 2019/20, a number of external and internal influences have been taken into consideration because they are likely to impact significantly on the services delivered by Council in the budget period. These include:

- The average rate increase will rise by 2.5% in 2019/20 in line with the order by the Minister for Local Government in December 2017 under the *Fair Go Rates System*.
- Increases in recycling costs as a result of the impact of China's importation ban on recyclable materials and for changes in the collection and disposal of electronic waste (e-waste) due to a Victorian Government ban on e-waste being sent to landfill from 1 July 2019.
- Cost shifting by other levels of government. Cost shifting occurs where local government provides a service to the community on behalf of the State or Federal Governments. Over time, the funds received by Council do not increase in line with real cost increases. Examples of services that are subject to cost shifting include school crossing supervision, library services and Home and Community Services.
- An expected 2.5% increase in the State Government landfill levy has been assumed in the Budget 2018/19. The landfill levy is charged by the state government to all Victorian councils for every tonne of waste that goes to landfill, including kerbside waste collections, street cleaning, and non-recyclable waste collected at the Whitehorse Recycling and Waste Centre. A 2.5% increase will increase the state landfill levy to \$65.90 per tonne and this would represent a 632% from the \$9.00 levy charged in 2009/10.
- The State Government Fire Services Property Levy will continue to be collected by Council on behalf of the state government under the *Fire Services Property Levy Act 2012*.
- Changing demographic as a result of an ageing and increasingly culturally diverse population resulting in the need for Council to develop facilities which are accessible and adaptable to inter-generational, diverse and multicultural community users.
- Community expectations for Council to be a leader in environmental sustainability by planning for the effects of climate change, education and awareness of the benefits of trees and natural bushland, and supporting the community in protecting and enhancing our natural assets and open spaces.
- Impact of market competition particularly in relation to other providers of leisure facilities in the local region.
- Continuing low interest rates in the short to medium term restricting Council's ability to generate earnings on cash and investments.
- A new Enterprise Agreement is currently under negotiation to commence in 2019/20.



### **9.3.1**

(cont)

#### **CONSULTATION**

The Proposed Budget takes into account community feedback received through various consultations undertaken by Council. Community consultation is an essential component of the budget process and feedback from community members helps inform the key decisions made by Council. Consultations that have informed the development of this Budget include the 2016/17 *Your Say* Whitehorse engagement campaign, the 2018 Community Satisfaction Survey, 2019 Mayoral Community Budget Consultation event, and consultation on various Council strategies and plans.

#### **Public submissions**

Council received 23 formal submissions/comments on the Proposed Budget 2019/20. There were 10 people that spoke in support of their submission at the Special Committee meeting.

### 9.3.1

(cont)

Submissions were received from the following:

Name	Issue(s) Raised
1 Mr R. Brown, President, Brentford Square Traders Association	Support for Brentford Square streetscape project
2 Mrs P. Gosbell	Requests sealing of pathway in Eley Road parklands
3 Mr L. Arulanandam	Annual residential parking permits
4 Mr J. Tyson, Secretary, Burwood Community Garden Inc.	Requests funding for security fences at Burwood Community Garden
5 Mr D. Berry, President, Blackburn & District Tree Preservation Society Inc.	Funding for Whitehorse street tree program, Urban Forest Strategy, ParksWide; and management of public open space reserve funds
6 Mr B. Head	- Funding for road infrastructure - Construction site management
7 Mr K. Weeks	Restoration of Elgar Park ponds
8 Mr S. Ziemer	Requests consideration of rate relief in budget
9 Mr R. Colman	Questions about rate rise and what council services provided in return
10 Mr and Mrs Easden	Supporting budget allocation for open space development at 21 Wattle Valley Rd, Mitcham
11 Mr and Mrs McLean	Supporting budget allocation for open space development at 21 Wattle Valley Rd, Mitcham
12 Mr and Mrs Miniken	Supporting budget allocation for open space development at 21 Wattle Valley Rd, Mitcham
13 Mr M. Hassett, Metro-East Bicycle User Group Inc	Funding for bicycle projects/strategy
14 Mr A. Tonkin	Funding for Easy Ride Routes: Design and Construction
15 Mr A. Tonkin	Reallocation of funding for Bushy Creek path connection
16 Mr C. Trueman, Correspondence Secretary, Whitehorse Active Transport Action Group	Reassessing and reallocation of funding for cyclical programs, including Easy Rides routes program, footpath renewal program, and Bushy Creek path connection
17 Mr J. Maxwell, WATAG Management Committee	Supporting WATAG's submission to seek funding for active transport.
18 Mr D. Dressing, President, Vermont South Club inc.	Requests funding for an extension to the club in Livingstone Road
19 Mr K. Oakey, Chairman, Heatherdale Reserve Pavilion Action Team	Requests funding for Heatherdale Reserve pavilion redevelopment
20 Mr P. Clark, Treasurer, Heatherdale Tennis Club	Requests funding contribution for proposed deck/viewing platform and lighting improvements
21 Mr M. Rodda, Strength and Conditioning Coach, Heatherdale Tennis Club	Supporting Heatherdale Tennis Club's submission to seek funding for remodelling and modernisation of the club
22 Mrs K. Cummings	Various issues
23 Ms T. Tescher, Whitehorse Ratepayers and Residents' Association	Various issues

### 9.3.1

(cont)

The following people spoke to their submissions:



Name	
1	Mr D. Berry, President, Blackburn & District Tree Preservation Society Inc.
2	Mr B. Head
3	Mr K. Weeks
4	Mr M. Hassett, Representative of Metro-East Bicycle User Group Inc
5	Mr C. Trueman, Correspondence Secretary, Whitehorse Active Transport Action Group
6	Mr D. Dressing, President, Vermont South Club inc.
7	Mr K. Oakey, Chairman, Heatherdale Reserve Pavilion Action Team
8	Mr P. Clark, Treasurer, Heatherdale Tennis Club
9	Mr M. Rodda, Strength and Conditioning Coach, Heatherdale Tennis Club
10	Ms T. Tescher, Representative of Whitehorse Ratepayers and Residents' Association

### CHANGES TO THE PROPOSED BUDGET 2019/20

Subsequent to approving the Proposed Budget 2019/20 on Monday 15 April 2019, Council has received advice which results in variations to budget estimates for 2019/20. The Proposed Budget 2019/20 has been updated to reflect the following changes:

- The settlement of sale of 2-4 Bruce Street, Box Hill is planned for 1 July 2019, resulting in deferral of this sale transaction, which was originally anticipated in the current year.
- Council has been notified that half (approximately \$2.34 million) of the estimated 2019/20 Financial Assistance Grant from the Victoria Grants Commission is expected to be brought forward and paid to Council in June 2019.
- A \$1.08 million reduction in interest income due to a decline in interest rates expected in the short to medium-term, based on current economic forecasts.
- A \$0.89 million decrease in 2019/20 monetary contributions reflecting timing changes on two significant contributions.
- Deferral of \$0.16 million of unspent 2018/19 budget funds to 2019/20 budget for the Box Hill Visioning project to conduct additional consultation, as approved by Council in May 2019.
- \$0.07 million allocation for work to explore the opportunities to encourage and facilitate greater utilisation and diversity of uses of sporting pavilions including indoor sports and other community uses, as approved by Council in May 2019.
- \$0.03 million allocation for a subscription to gambling alliance reform as approved by Council in April 2019.
- \$0.03 million increase in the 2019/20 capital works program for street tree planting.

### ATTACHMENT

- 1 Extract of Special Committee Minutes inclusive of 2019-20 Budget Submissions ➡ 
- 2 2019/20 Budget Submission Responses ➡ 
- 3 Proposed Budget 2019-20

### **9.3.2 Council Plan 2017-2021: Annual Review and Adoption of the Strategic Resource Plan 2019-2023**

ATTACHMENT

#### **SUMMARY**

*This report recommends that Council adopt the updated Council Plan 2017-2021, which incorporates the Strategic Resource Plan 2019-2023. The goals contained within the Council Plan continue to be relevant and reflective of the broad direction of Council activity.*

#### **MOTION**

Moved by Cr Stennett, Seconded by Cr Carr

#### **That Council:**

- 1. Adopt the updated Council Plan 2017-2021 in accordance with Sections 125 and 126 of the Local Government Act.**
- 2. Adopt the 2019-2023 Strategic Resource Plan in accordance with Section 126 of the Local Government Act 1989, subject to final approval of the 2019/20 Annual Budget.**
- 3. Acknowledge that the Strategic Resource Plan contained in the Council Plan 2017-2021 - Year Three does not commit Council's resources until the consideration of the Annual Budget each year.**

**CARRIED**

**A Division was called.**

#### **Division**

#### **For**

Cr Barker  
Cr Bennett  
Cr Carr  
Cr Cutts  
Cr Davenport  
Cr Ellis  
Cr Liu  
Cr Massoud  
Cr Munroe  
Cr Stennett

**On the results of the Division the motion was declared CARRIED UNANIMOUSLY**

#### **BACKGROUND**

Section 125 of the *Local Government Act 1989* (the Act) requires Councils to consider at least once each financial year whether the current Council Plan requires any adjustment in respect to the remaining period of the *Council Plan 2017-2021*. If a proposed adjustment relates to the strategic objectives (goals), strategies (our approach), or strategic indicators (measures of success), then the adjustment is subject to a public consultation process under section 223 of the Act.

Section 125 of the Act requires the Council Plan to include the Strategic Resource Plan (SRP), which identifies the resources required to support delivery of Council's strategic objectives over the next four years. The SRP must be updated on an annual basis and must be adopted no later than 30 June each financial year as per Section 126 (3) of the Act.

### 9.3.2

(cont)

#### DISCUSSION

The annual review has identified minor adjustments necessary to ensure the Council Plan remains current. Minor amendments for year three of the *Council Plan 2017-2021* are outlined below:

1. Include on the front cover 'Council Plan 2017-2021 – Year Three'
2. Change the 'Message from the Mayor' to reflect year three of the Council Plan 2017-2021.
3. Update the photo within the 'Message from the Mayor' to reflect the new Mayor (Cr. Bill Bennett).
4. Update 'Message from the Chief Executive Officer' to reflect year three of the Council Plan 2017-2021.
5. Update demographic information to reflect 2018 Estimated Resident Population.
6. Update 'Councillors' to reflect the new Mayor (Cr. Bill Bennett).
7. Update the Strategic Resource Plan to reflect the new projections (i.e. Budget 2019/20 Strategic Resource Plan Projections 2020/21, 2021/22 and 2022/23) in line with the adoption of the Budget 2019/20.

In line with the community engagement campaign outlined and *Council's Vision 2013-2023*, the Strategic Directions, Goals and Approaches, including the Measures of Success are all current for year three of the *Council Plan 2017-2021*.

#### CONCLUSION

The above changes do not require Council to produce a public notice under Section 223 (1) (a) of the *Local Government Act 1989*.


#### CONSULTATION

Whitehorse City Council's *Council Plan 2017-2021* was adopted in June 2017 following an extensive community engagement campaign, *Your Say Whitehorse*, which provided Councillors, community and staff an opportunity to inform and guide the new Council Plan. Given the comprehensive community engagement campaign and the recent nature of this engagement no additional consultation is required for year three of the *Council Plan 2017-2021*.

#### FINANCIAL IMPLICATIONS

The Council Plan 2017-2021 identifies high-level strategies that guide Council's actions and in doing so, inform the development of future Council budgets. The Strategic Resource Plan, included in the Council Plan, aims to ensure that Council remains financial sustainable now and into the future.

#### ATTACHMENT

- 1 Council Plan 2017-2021: Year Three 

### 9.3.3 Proposed Procurement Policy 2019/20

ATTACHMENT

#### SUMMARY

*The Procurement Policy is designed to inform the public as to the principles that will apply to all purchases of goods, services and works by the Council. This report presents a reviewed Procurement Policy (June 2019) for consideration and endorsement by Council.*

#### RECOMMENDATION

***That Council adopts the Procurement Policy dated June 2019, and provided as Attachment 1.***

#### MOTION

Moved by Cr Davenport, Seconded by Cr Barker

***That Council, subject to changes at i, ii, iii below, adopt the Procurement Policy dated June 2019, as provided at Attachment 1:***

- i Clause 6.3 is adjusted to increase % on price to 40% to 60% and credibility reduced to minimum 10%.***
- ii Delete last paragraph of clause 2.13***
- iii Delete clause 3.8***

#### PROCEDURAL MOTION

Moved by Cr Ellis, Seconded by Cr Carr

***That the Motion be put.***

**CARRIED**

**The motion moved by Cr Davenport, Seconded by Cr Barker was then put and LOST  
A Division was called.**

#### Division

For	Against
Cr Barker	Cr Bennett
Cr Davenport	Cr Carr
	Cr Cutts
	Cr Ellis
	Cr Liu
	Cr Massoud
	Cr Munroe
	Cr Stennett

**On the results of the Division the motion was declared LOST**

#### COUNCIL RESOLUTION

Moved by Cr Massoud, Seconded by Cr Munroe

***That Council adopts the Procurement Policy dated June 2019, and provided as Attachment 1.***

**CARRIED**

### **9.3.3**

(cont)

#### **BACKGROUND**

Section 186A of the Local Government Act 1989 requires Council to prepare, approve and comply with a procurement policy that encompasses the principles, processes and procedures that are applied to the purchase of goods, services and works. The legislation requires the policy to be reviewed once in each financial year.

A review of the Policy has been undertaken and a revised policy is attached (see Attachment 1).

Additionally, the review is consistent with our procurement strategy of developing a strengthened centre-led, risk-based, customer focussed and continuous improvement function.

#### **DISCUSSION**

It is recognised that effective procurement management is essential to ensure that Council achieves compliance, transparency, open and fair competition, value for money and good governance.

The Procurement Policy (the Policy) encompasses these goals and provides a robust foundation for the conduct of procurement activities by Council.

Some minor improvements to the Policy have been proposed to ensure that it continues to reflect best practice in the Local Government industry and more substantially addresses procurement controls.

#### **KEY CHANGES INCLUDE**

- Ethics and Probity Principles are critical in order for best practice in procurement to occur. Consideration to rate-payer money needs to be at the forefront of all decisions made with regard to procurement. Transparency, fairness and absence of conflict of interest are all components to achieving this. The 2019/20 policy provides a more robust approach to how this must be achieved. This includes engagement of probity advisors and auditors.
- Risk Management greater consideration has been given to the importance of risk-based procurement including a section on 'Buy Safe'.
- Application of Best and Final Offer (BAFO) has been introduced with clear parameters on when it is appropriate for this methodology to be deployed
- Weightings and Criteria a more robust approval process has been applied to ensure transparency and approval prior to tenders going to the market

#### **CONSULTATION**

Following consultation with staff across the organisation involved in procurement, Managers, Coordinators and procurement officers, amendments have been made to this Policy. All policy additions and amendments recommended were made by Council to further strengthen purchasing activities and system processes.

Upon adoption at Council, the revised Policy will be posted on Council's website and will be made available to the public in hard copy format at the Whitehorse Civic Centre.

#### **FINANCIAL IMPLICATIONS**

A key objective of the Policy is to deliver value for money for Council (and therefore ratepayers) in the form of social, economic and sustainable benefits.

### **9.3.3**

(cont)

#### **POLICY IMPLICATIONS**

The Procurement Policy dated June 2019 once endorsed by Council on 24 June 2019 will replace the current Procurement Policy in Council's Corporate Policy Manual and come into effect immediately.

#### **ATTACHMENT**

1      Final Draft [⇒](#) 



### **9.3.4 Tender Evaluation (Contract 30074) Municipal and Specialised Facility Cleaning Services**

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#### **SUMMARY**

*To consider tenders received for the provision of Municipal and Specialised Cleaning Services and to recommend the acceptance of the tenders received from a panel of service providers as set out below for each of four different services on a Lump Sum basis for services and a schedule of rates for cleaning supplies for a period of three years commencing on 1 July 2019 with an option to extend for a further two years at the CEO's discretion; and to consider the estimated expenditure over the life of the contract for the amount of \$7.31M, including GST.*

#### **COUNCIL RESOLUTION**

Moved by Cr Carr, Seconded by Cr Ellis

#### **That Council:**

- 1. Accept the following tender's received and sign the formal contract document for Contract 30074 Municipal and Specialised Cleaning Services, on a Hybrid basis (both lump sum and schedule of rates) for a period of 3 years with an option to extend for a further 2 years at Chief Executive Officer's discretion commencing on 1 June 2019 for the following consultants:**
  - **Facilities First Australia Pty Ltd (ABN 68 084 820 486), as submitted 20 March 2019**
    - **Section A – Civic Facilities (Blackburn and Mitcham Senior Citizen's Centres, Forest Hill Customer Service Centre, Nunawading Community Centre/Nunawading Hub, Community Halls, Horticultural Centre, Eley Park Community Centre, Warranwong Annexe, Schwerkolt Cottage & Museum Complex and Blackburn Lake Sanctuary Visitors Centre)**
    - **Section B – Arts and Cultural Facilities (Box Hill Town Hall Amenities and Community Hub, Box Hill Art Space, Whitehorse Centre, Mayoral Suite, Willis and Courtyard Rooms and Civic Centre Public Spaces and Meeting Rooms)**
  - **Blue Sky Services (Vic) Pty Ltd (ABN 65 151 650 298), as submitted 19 March 2019**
    - **Section A – Civic Facilities (Mountainview Cottage, Food Services Distribution Centres Box Hill and Nunawading, Box Hill and Nunawading Senior Citizens Centres)**
    - **Section B – Arts and Cultural Facilities (Box Hill Community Arts Centre)**
    - **Section C – Children's Services (Children's Services Centres and Family Centres)**
  - **Aquatic Cleaning Solutions Pty Ltd (ABN 62 167 026 968), as submitted 20 March 2019**
    - **Section D – Sporting Facilities (Aqualink Box Hill and Nunawading and Sportlink)**
- 2. Authorise the Chief Executive Officer to award an extension of this contract, subject to a review of the Contractor's performance and Council's business needs, at the conclusion of the initial 3 year contract term.**

**CARRIED UNANIMOUSLY**

### **9.3.4**

(cont)

#### **BACKGROUND**

The City of Whitehorse has sought a range of suitably qualified and experienced contractors to undertake Council's municipal and specialised facility cleaning service requirements across various council assets. Council is committed to delivering facilities and services of the highest standard to our community and is always striving to improve performance.

Previously Council held a number of individual cleaning contracts which were due to expire or have expired over recent months and currently have interim contract arrangements in place. It was determined that Council could achieve best value by aggregating its cleaning requirements and developing a panel for the provision of this critical service. Further to this Council is committed to fostering a sustainable and liveable city and has incorporated environmental design features and functions within the municipality. Interested parties were asked to reflect this commitment in their tender submissions and provide safe and innovative solutions to meeting Council's expectations in this space.

Council required tenderers to respond to any or all of the following services:

- Section A – Provision of Cleaning Services for Civic Facilities (incl Senior Citizens Centre, Mountain View Cottage, Food Services Distribution Centres at Nunawading and Box Hill, Forest Hill Citizens Service Centre, Nunawading Community Centre / Nunawading Hub, Community Halls, Venue Hire Facilities and Leased / Co-Shared Facilities)
- Section B - Provision of Cleaning Services for Arts and Cultural Facilities (incl: Box Hill Town Hall, Box Hill Community Arts Centre, Whitehorse Centre and Mayoral Suite)
- Section C - Provision of Cleaning Services for Children's Facilities (incl: Maternal and Child Health Centres, Childcare Facilities and Kindergartens)
- Section D - Provision of Cleaning Services for Sporting Facilities (including Aqualink Box Hill, Aqualink Nunawading and Sportslink)

Council reserved the right to award any part of this contract to a panel of contractors.

The term of the contract is 3 years commencing on (1 July 2019), with an option to extend the contract for a further 2 years at Council's discretion.

#### **DISCUSSION**

The tender was advertised in The Age newspaper on Saturday 23 February 2019 and closed on Wednesday 20 March 2019. Thirty (30) tenders were received, some of which tendered for multiple services across the four areas covered in the specification. Three (3) Submissions that were considered best value have been recommended for the panel.

The tenders were evaluated against the following criteria and weightings:

- Price (40%);
- Capability (35%);
- Credibility (25%); and
- Occupational Health & Safety and Equal Opportunity (Pass/Fail)
- Mandatory Tour (Pass/Fail)
- Shortlisted Interview (Pass/Fail)

The tender identified four different services with some contractors seeking to tender for single or multiple services. Given the volume of work likely to be generated through the panel, the Evaluation Panel determined that a panel of three (3) providers was appropriate for each of the four service areas, and accordingly, the contractors have been selected based on their ratings against the above criteria.

The tender submissions listed above are considered to provide the best value for money for this panel contract.

### **9.3.4**

(cont)

#### **CONSULTATION**

Extensive consultation with staff occurred across all facility areas, Procurement and Finance. It is important to note that the evaluation panel consisted of experienced senior staff members from across Cultural Services, Home and Community Services, Leisure Services and included probity oversight by Council's Contracts and Procurement Business Unit.

The preferred tenderer's business viability has been considered.

#### **FINANCIAL IMPLICATIONS**

The contract for the provision of Municipal and Specialised Cleaning Services is based on a Hybrid Financial structure with a Lump Sum for cleaning services and a Schedule of Rates for supplies and some specialised periodical cleaning. The rates are subject to a CPI adjustment on each anniversary of the contract.

The financial advantage of each tender submission was determined by comparing the rates for all services required by Council under this contract with careful consideration given to those that are of a high risk of hygiene control (eg: food distribution services centres, aquatic centres, childcare centres and family centres), high usage and public scrutiny (eg: Mayoral Suite, community halls and senior citizens centres), or required for commercial purposes (Whitehorse Centre, Box Hill Community Arts Centre and Box Hill Town Hall). The financial analysis was added to the robust evaluation outcome of the consultant's credibility and capability to undertake the services required within the specification.

The estimated expenditure under this contract over the initial contract term is \$3.9M excluding GST. This expenditure will increase to approximately \$6.6M, excluding GST if the options to extend the contract are exercised.

The costs incurred under this contract will be charged to the relevant recurrent budgets.

It is important to note that the previous five year spend was \$8.12M, therefore the new panel will realise a saving to Council of approx. \$820k over the ensuing five years.

#### **Attendance**

Cr Liu left the Chamber at 10:02 PM

#### **Attendance**

Cr Stennett left the Chamber at 10:03 PM

#### **Attendance**

Cr Liu returned to the Chamber at 10:04 PM

#### **Attendance**

Cr Stennett returned to the Chamber at 10:04 PM

### 9.3.5 2019/20 Annual Internal Audit Plan

FILE NUMBER: SF15/939

#### **SUMMARY**

*Whitehorse City Council's 2019/20 Annual Internal Audit Plan has been developed by Crowe Horwath. Whitehorse City Council's Audit Committee Charter requires approval of the Annual Internal Audit Plan by Council.*

#### **COUNCIL RESOLUTION**

Moved by Cr Massoud, Seconded by Cr Carr

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

- 1. Note the Audit Advisory Committee's endorsement of the 2019/20 Annual Internal Audit Plan.***
- 2. Approve the 2019/20 Annual Internal Audit Plan.***

**CARRIED UNANIMOUSLY**

#### **BACKGROUND**

Whitehorse City Council's internal audit plan is an independent, objective assurance function designed to add value and improve Council operations. It helps Council accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

Whitehorse City Council's Audit Advisory Committee Charter requires that an Annual Internal Audit Plan be approved by Council each year. The role of the Audit Advisory Committee is to review and monitor the annual program including receiving of audit scopes and final reports. The Chair of the Audit Advisory Committee reports to Council on audit activities on a six monthly basis.

#### **DISCUSSION**

The Annual Internal Audit Plan was developed by Crowe Horwath in consultation with the Chief Executive Officer, General Managers, selected managers and the Audit Advisory Committee.

The reviews proposed have been nominated with consideration of the following key principles:

- To target areas of greatest importance or concern, and/or where the potential for improvement, or risks of failure or loss are greatest.
- To provide a rolling program of internal audit activity that is aligned to Council's risk areas as noted in the risk register.
- To take into account the nature and timing of previous internal audit activity.
- To take into account other review activity such as Victorian Auditor-General's Office financial and performance audits, Independent Broad-Based Anti-Corruption Commission reports, and reports from Ombudsman Victoria relevant to Local Government.
- To ensure an appropriate balance between compliance and process / performance improvement focused projects.

With these key principles in mind, the following six areas of focus have been included in the Audit Advisory Committee endorsed 2019/20 Annual Internal Audit Plan:

1. Local Laws Enforcement Review
2. Contract Management
3. Immunisation Management
4. Business Continuity Planning
5. Delegations
6. IT E-Commerce

### **9.3.6 Tender Evaluation (Contract 30174) Provision of Workers Compensation**

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#### **SUMMARY**

*To consider tenders received for Provision of Workers Compensation and to recommend the acceptance of the tender received from Gallagher Bassett Service Pty Ltd, trading as Gallagher Bassett, on a Schedule of Rates basis for a period of 3 years commencing 1 July 2019.*

#### **COUNCIL RESOLUTION**

Moved by Cr Barker, Seconded by Cr Ellis

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

- 1. Accept the tender and sign the formal contract document for Contract 30174 for the Provision of Workers Compensation received from Gallagher Bassett Service Pty Ltd (ABN 68009778018), of Locked Bag 3570, GPO Melbourne Victoria 3000, trading as Gallagher Bassett, on a Schedule of Rates basis for a period of 3 years commencing 1 July 2019.***
- 2. Authorise the Chief Executive Officer to award an extension of up to 3 years for this contract, subject to a review of the Contractor's performance and Council's business needs, at the conclusion of the initial 3 year contract term.***

**CARRIED UNANIMOUSLY**

---

#### **BACKGROUND**

Any employer engaging workers or contractors deemed to be workers, and paying more than \$7500 a year in rateable remuneration, is required by law to take out a WorkSafe Injury Insurance policy with a licensed insurance agent. The policy provides coverage for injuries or illnesses sustained during or arising out of the course of one's employment. (Coverage under this legislation also extends to Councillors.)

The term of the contract is 3 years commencing on 1 July 2019, with an option to extend the contract for up to 3 years at Council's discretion.

#### **DISCUSSION**

In Victoria, there are five companies awarded to be WorkSafe Agents to manage and provide expert advice/support for all aspects of the Workcover claims process. All five companies were invited to be part of the tender which closed on 3<sup>rd</sup> June 2019. Council received four responses.

The tenders were evaluated against the following criteria:

- Demonstrated Knowledge;
- Quality of Work;
- Available Resources;
- Availability of Tenderer; and
- Occupational Health & Safety and Equal Opportunity (Pass/Fail).

### 9.3.6 (cont)

Gallagher Bassett, currently the Agent to 31% of all Local Governments in Victoria, provided the most tailored and polished tender with their focusing being on their ability to provide exceptional customer service. As Gallagher Bassett are not an insurance company, they base their business on specialised claims and injury management services. They have a number of other significant accounts with the Victorian Police, Metropolitan Fire Brigade and Healthscope. Over the last three years, Gallagher Bassett has won awards from the Institute of Insurance and Finance in Youth Development, Service Provision and Insurance Industry Innovation. They also offer in-house training free of charge to their valued policy holders. During the interview and phone references, Gallagher Bassett were able to demonstrate how their dedicated Local Government team has been able to work with Councils to develop agreed processes aimed at reducing claims costs, engaging specialists to provide the best advice and ensure consultation/communication is at each key stage of a claim. The tender panel understand this is key to ensuring premium costs remain low. The tender received from Gallagher Bassett is considered to provide the best value for money for this Contract.

#### **CONSULTATION**

Positive reference checks were conducted.

#### **FINANCIAL IMPLICATIONS**

Premium charges are set under the Workplace Injury Rehabilitation and Compensation Act 2014 and cannot be determined in advance. The charges are structured around multiple factors which include the following:

- Remuneration (wages, salaries, superannuation and certain benefits);
- Workplace Industry Classification (based on predominant activity carried out at each workplace);
- Claims experience (claims cost and statistical case estimates); and
- Capping (protection from dramatic fluctuations in premium rates).

Premium charges for the last financial year ending 30 June 2019 and the projected Premium for the 2019/2020 financial year are as follows:

2018/2019	\$755,276.48 (excluding GST)
2019/2020	\$663,398.65 (excluding GST) (mid May estimate)

Gallagher Bassett has offered risk management funding calculated at 1.0% of the total premium which can be utilised for OH&S support, training and the development of rehabilitation strategies.

An allowance is made in the current budget for anticipated annual WorkCover Premium charges which will be re-charged to relevant departmental budgets.

### **9.3.7 Proposed Road Discontinuance and Sale of Land adjoining 28 to 46A Medway Street, 33 and 35 Tyne Street and within Halligan Park, Box Hill North**

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#### **SUMMARY**

*To consider the discontinuance and sale of the unmade right of way (road) adjoining 28 to 46A Medway Street, 33 and 35 Tyne Street and within Halligan Park, Box Hill North. The report recommends that the road adjoining 44 & 46 Medway Street and 33 & 35 Tyne Street, shown hatched on Plan A below, be discontinued and sold to the adjoining property owners by private treaty. Further, the section of road adjoining 28 to 42 Medway Street and currently enclosed within Halligan Park, shown cross hatched on Plan A below, be discontinued and retained for municipal purposes.*

#### **COUNCIL RESOLUTION**

Moved by Cr Barker, Seconded by Cr Liu

***That Council being of the opinion that the road adjoining 28 to 46A Medway Street, 33 & 35 Tyne Street and within Halligan Park, Box Hill North, shown hatched and cross hatched on Plan A (detailed in the report), is not reasonably required as a road for public use; resolves to:***

- 1. Discontinue the road in accordance with section 206 and clause 3 of schedule 10 of the Local Government Act 1989;***
- 2. Authorise that a notice be published in the Victoria Government Gazette;***
- 3. Authorise that the land from the road adjoining 44 & 46 Medway Street and 33 & 35 Tyne Street, shown hatched on Plan A below, be sold to the adjoining property owners by private treaty in accordance with Council's policy;***
- 4. Authorise that the land from the road adjoining 28 to 42 Medway Street and currently enclosed within Halligan Park, shown cross hatched on Plan A below, be retained for municipal purposes;***
- 5. Authorise the Chief Executive Officer to sign all documents relating to the sale of any land from the discontinued road to the owners of abutting properties and to Council taking title to the land to be retained for municipal purposes.***

**CARRIED UNANIMOUSLY**

---

#### **BACKGROUND**

At its Ordinary Meeting on 15 April 2019, Council directed that the formal procedures be commenced for the discontinuance of the unmade right of way (road) adjoining 28 to 46A Medway Street, 33 and 35 Tyne Street and within Halligan Park, Box Hill North.

If discontinued, the road adjoining 44 & 46 Medway Street and 33 & 35 Tyne Street is proposed to be sold to the adjoining property owners by private treaty. Further, the section of road currently enclosed within Halligan Park was proposed to be retained by Council for municipal purposes.

Public notice of the proposed discontinuance and sale was given in The Age newspaper on 18 April 2019 and was published on Council's website for the full twenty-eight day submission period. No submissions have been received.

As previously reported, the western most section of the lane appears to have been occupied by the four abutting properties at 33 and 35 Tyne Street and 44 and 46 Medway Street for numerous decades, pre-dating the purchase of those properties by the current owners and appears to be no longer used for access.

### **9.3.7**

(cont)

The eastern section of the lane is incorporated into the adjoining Council parkland known as Halligan Park and this use has also prevailed for decades. The discontinuance of this section of the road and its retention for municipal purposes will reinforce the current use of the land as part of the parkland.

Plan A below shows the extent of the section of road proposed for discontinuance, as shown hatched and cross hatched.

Plan B below shows an aerial photo of the section of road proposed for discontinuance.

Plan C below shows the proposed allocation of the land to the abutting property owners.

### **DISCUSSION**

The land from the road is proposed to be sold in accordance with the purchase price applicable under Council's "Discontinuance and Sale of Unnecessary Roads and Reserves" policy.

All four adjoining property owners have confirmed their interest in purchasing the land they currently occupy if the road is discontinued by Council.

### **CONSULTATION**

Public notice of the proposed discontinuance and sale was given in The Age newspaper on 18 April 2019 and published on Council's website. Adjoining owners and occupiers were also notified in writing with submissions under Section 223 of the *Local Government Act 1989* to be received within 28 days of the date of the notice.

No submissions have been received.

Council and all necessary service authorities have been consulted in respect to the proposal and no objections have been received.

Yarra Valley Water has a sewer pipe within the east-west section of road and will require an easement to be 'saved' over the road.

Whilst Council does have a stormwater drain within the section of road within Halligan Park, it does not have a drain within the section proposed to be discontinued and sold to the adjoining owners at 33 and 35 Tyne Street and 44 and 46 Medway Street. An easement will be "saved" over the section of road within Halligan Park containing the drain. Further, an easement for drainage purposes is to be 'created' on all titles issued for the remainder of the land when sold.

Given the above circumstances Council can form the opinion that the road is no longer reasonably required for use by the public and as such resolve to discontinue the road and sell the part of the land, in accordance with its policy and retain the land within Halligan Park.

### **FINANCIAL IMPLICATIONS**

Gross proceeds from the proposed sale of the land will be \$48,505 inclusive of GST. After expenses, the net proceeds to Council will be approximately \$30,750 inclusive of GST.

The gross proceeds will be included in the Open Space Fund in accordance with Council's "Discontinuance and Sale of Unnecessary Roads and Reserves" policy.

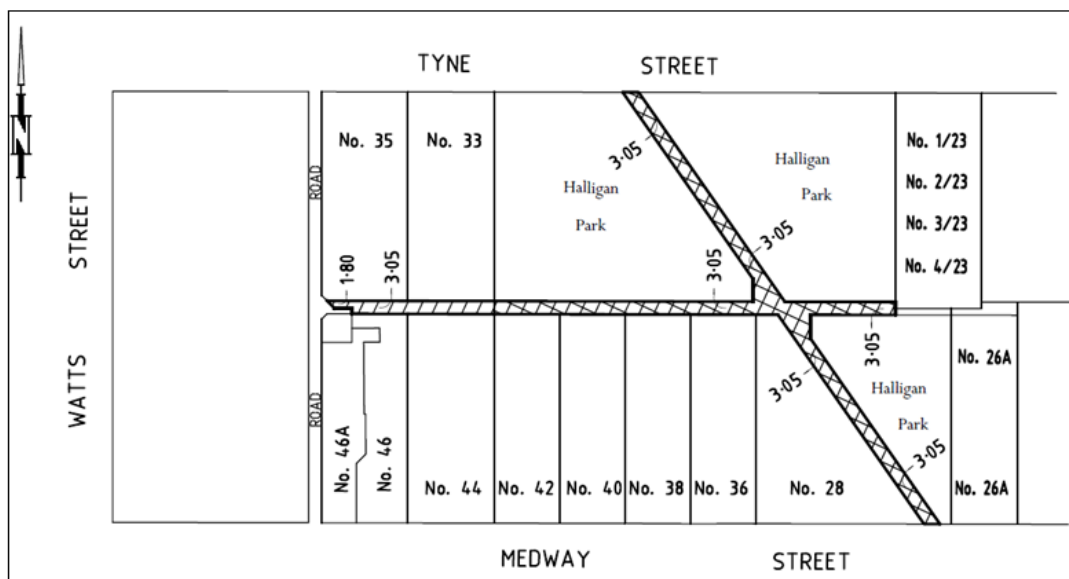
### **IMPLICATIONS**

The recommendations are made in accordance with Council's "Discontinuance and Sale of Unnecessary Roads and Reserves" policy.



**9.3.7**  
(cont)

**PLAN A**



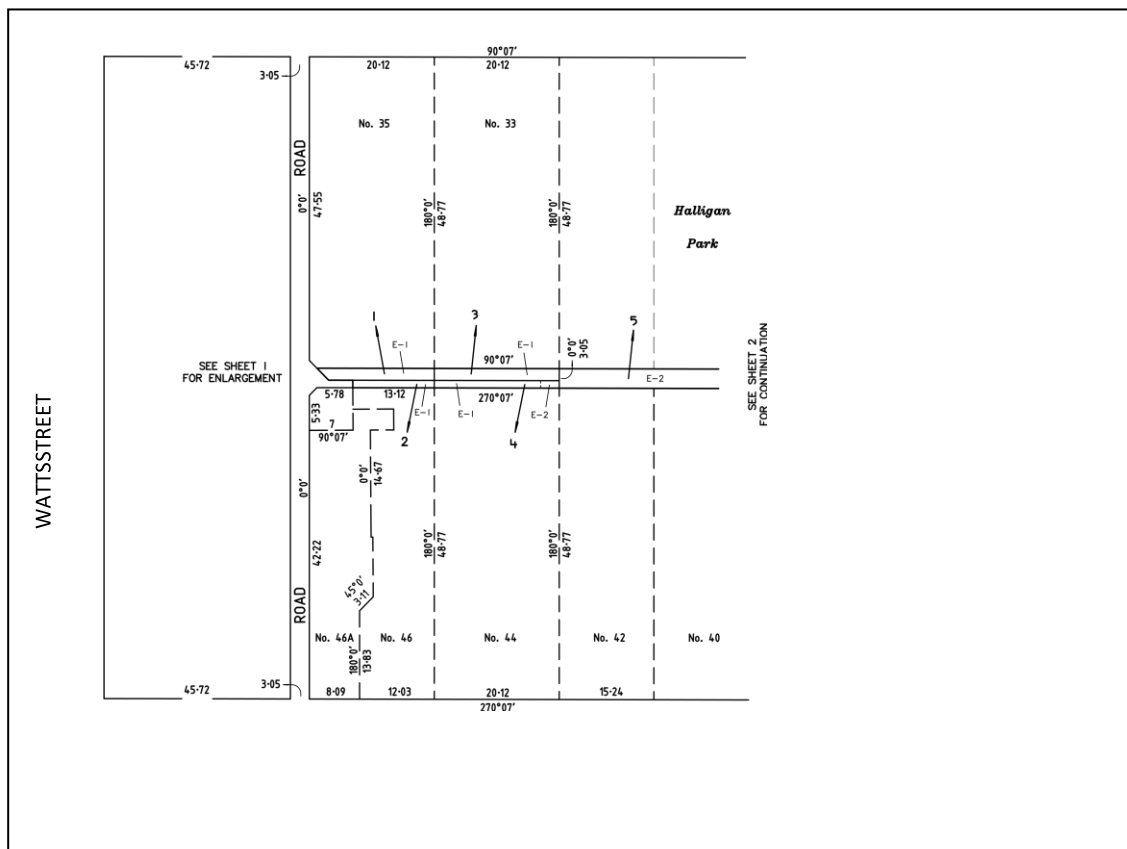
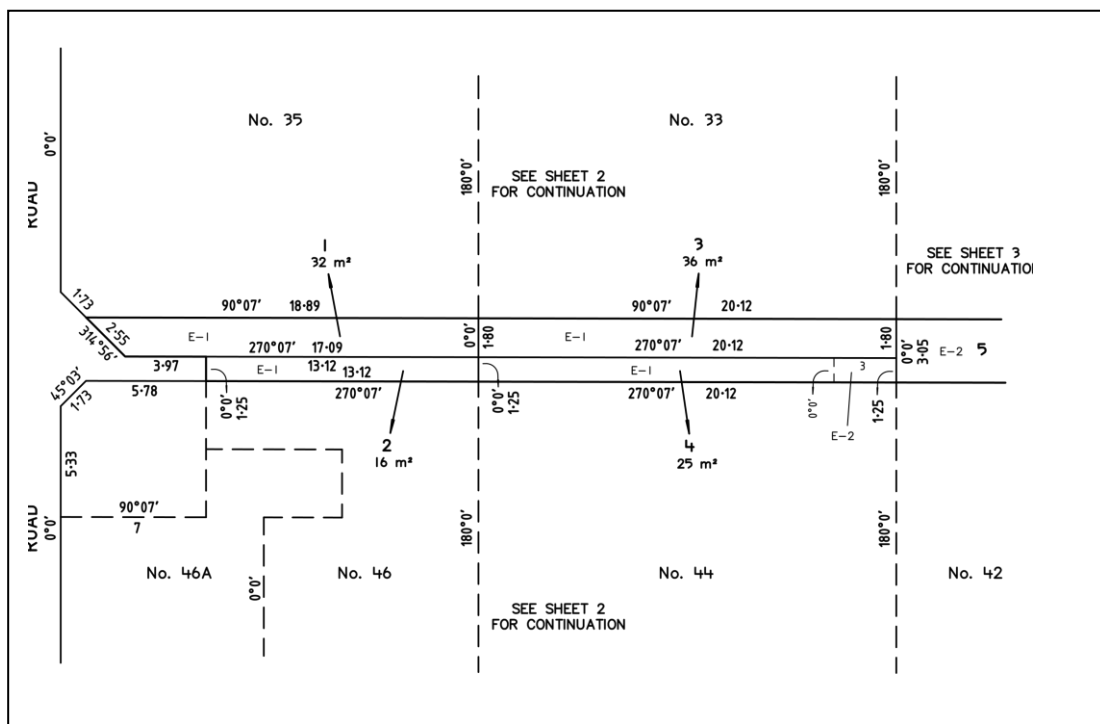
**PLAN B**

**Aerial photo overview of the road and abutting properties**

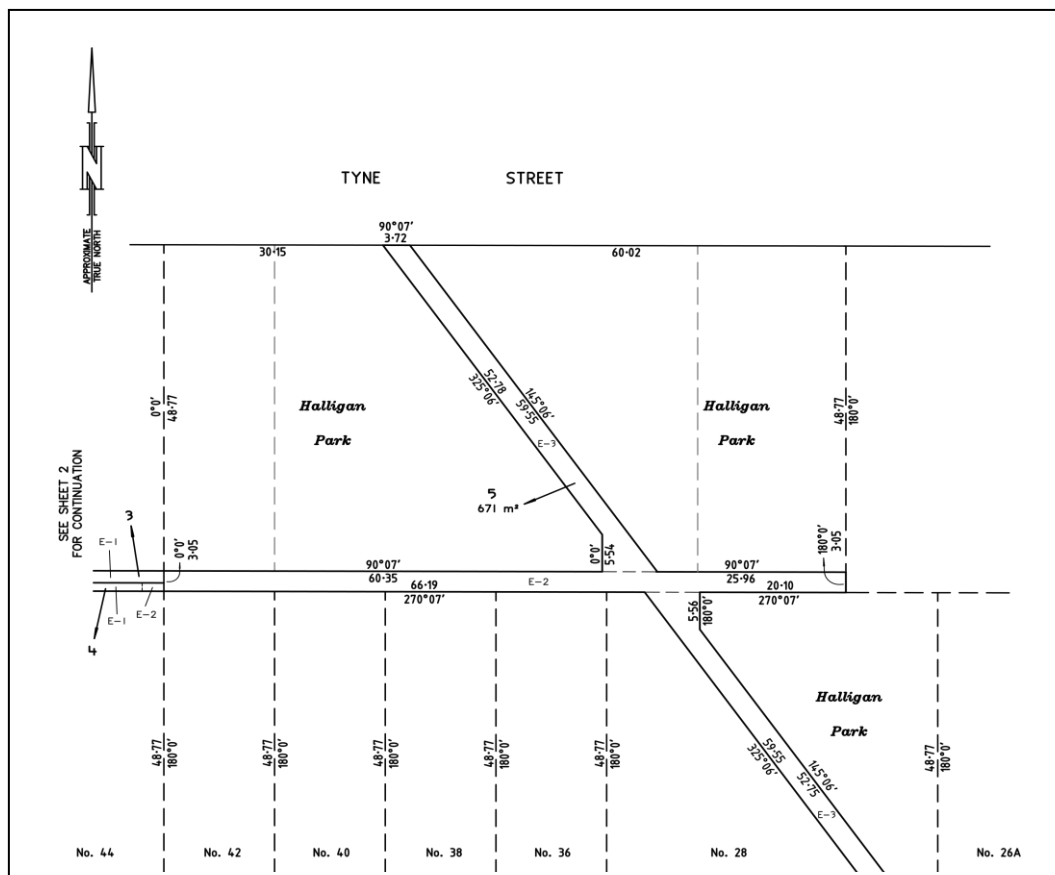


**9.3.7**  
(cont)

**PLAN C**



### 9.3.7 (cont)



### **9.3.8 Appointment of Authorised Officer under the Planning and Environment Act 1987**

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#### **SUMMARY**

*The purpose of this report is to recommend that Council resolve to appoint the named officer as an Authorised Officer under the Planning and Environment Act 1987 and approve the execution of the Instrument of Appointment.*

#### **COUNCIL RESOLUTION**

Moved by Cr Barker, Seconded by Cr Cutts

***That Council resolve to appoint Daniel Cameron as an Authorised Officer pursuant to the Planning and Environment Act 1987 and that the Council Common Seal be affixed to the Instrument of Appointment (provided as Appendix 1).***

**CARRIED UNANIMOUSLY**

---

#### **BACKGROUND**

Part 6 of the Planning and Environment Act 1987 ("the Act") provides for the enforcement of planning schemes, planning permits and agreements entered in accordance with Section 173 of the Act.

Investigative powers are vested in individuals appointed as "Authorised Officers", such as the power to enter land, apply for an enforcement order, and file a charge and summons.

As Section 188 (2) of the Act, prohibits authorisations being made under delegation, it is up to Council to directly appoint persons as "Authorised Officers" for the purpose of enforcing the Planning and Environment Act 1987.

#### **DISCUSSION**

The attached Instrument of Appointment has been prepared following advice received from Council's solicitors Maddocks and is similar to that used by many Victorian Councils.

The Instrument of Appointment will come into force once Council's Common Seal is affixed to the document.

#### **CONSULTATION**

Consultation with the General Manager City Development and the Manager Planning and Building has been undertaken in the preparation of this report.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications rising from the preparation of this report.

#### **POLICY IMPLICATIONS**

There are no policy implications arising from the preparation of this report.

**9.3.8**  
(cont)

**APPENDIX 1**

**Instrument of Appointment and Authorisation**  
**(*Planning and Environment Act 1987*)**

In this instrument "**officer**" means -

Daniel Cameron

**By this instrument of appointment and authorisation** Whitehorse City Council -

1. Under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. Under section 232 of the *Local Government Act 1989* authorises the officer generally to institute proceedings for offences against the Acts and regulations described in this instrument.

**It is declared that** this instrument -

- a) Comes into force immediately upon its execution;
- b) Remains in force until varied or revoked.

This instrument is authorised by a resolution of the **Whitehorse City Council** on **24 June 2019**

**THE COMMON SEAL OF THE** )  
**WHITEHORSE CITY COUNCIL** )  
was hereunto affixed this **day of**  
**June 2019** in the presence of )

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Chief Executive Officer

Date:    /    /

### 9.3.9 Delegated Decisions April 2019

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#### SUMMARY

*The following activity was undertaken by officers under delegated authority during April 2019.*

#### COUNCIL RESOLUTION

Moved by Cr Munroe, Seconded by Cr Massoud

***That the report of decisions made by officers under Instruments of Delegation for the month of April 2019 be noted.***

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#### CARRIED UNANIMOUSLY

DELEGATION	FUNCTION	Number for April 2018	Number for April 2019
Planning and Environment Act 1987	Delegated Decisions	108	111
	Strategic Planning Decisions	Nil	Nil
Telecommunications Act 1997		Nil	Nil
Subdivision Act 1988		23	14
Gaming Control Act 1991		Nil	Nil
Building Act 1993	Dispensations & Applications to Building Control Commission	37	62
Liquor Control Reform Act 1998	Objections and Prosecutions	3	1
Food Act 1984	Food Act Orders	1	2
Public Health & Wellbeing Act 2008	Improvement / Prohibition Notices	Nil	Nil
Local Government Act 1989	Temporary Rd. Closures	4	2
Other Delegations	CEO Signed Contracts between \$150,000 - \$750,000	1	1
	Property Sales and Leases	9	2
	Documents to which Council seal affixed	Nil	1
	Vendor Payments	1501	1340
	Parking Amendments	1	14
	Parking Infringements written off (not able to be collected)	267	191

### 9.3.9

(cont)

#### DELEGATED DECISIONS MADE ON PLANNING APPLICATIONS APRIL 2019

*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	Application Type
WH/2018/630	30-04-19	Application Lapsed	5 Jocelyn Avenue Balwyn North Vic 3104	Elgar	The construction of two double storey dwellings, buildings and works within 4 metres of vegetation and vegetation removal.	Multiple Dwellings
WH/2011/986/B	02-04-19	Delegate Approval - S72 Amendment	545-563 Station Street Box Hill Vic 3128	Elgar	Buildings and works for the construction of a 36 storey building (including roof top and 5 levels of basement car parking, comprising, club facilities (gymnasium, library and pool), use for multiple dwellings, a reduction in the standard requirements for car parking and bicycle facilities and alteration of access to a road in a Road Zone, Category 1	Permit Amendment
WH/2013/698/A	01-04-19	Delegate Approval - S72 Amendment	204 Hawthorn Road Vermont South Vic 3133	Morack	Variation of Planning Permit conditions and amendments to plans	Permit Amendment
WH/2014/740/B	03-04-19	Delegate Approval - S72 Amendment	10 Bundoran Parade Mont Albert North Vic 3129	Elgar	Construction of three double storey dwellings	Permit Amendment
WH/2015/1107/B	11-04-19	Delegate Approval - S72 Amendment	10 Medhurst Street Burwood East Vic 3151	Riversdale	Construction of five double storey dwellings and reduction in car parking	Permit Amendment
WH/2015/267/B	18-04-19	Delegate Approval - S72 Amendment	62 Burwood Highway Burwood Vic 3125	Riversdale	Alterations and additions to convenience restaurant, signage, reconfiguration of the existing car park and reduction in car parking requirements	Permit Amendment
WH/2015/839/A	30-04-19	Delegate Approval - S72 Amendment	896 Station Street Box Hill North Vic 3129	Elgar	Construction of two double storey dwellings	Permit Amendment

**9.3.9**  
(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>Application Type</b>
WH/2016/1206/A	30-04-19	Delegate Approval - S72 Amendment	78 Middleborough Road Burwood East Vic 3151	Riversdale	Amendment to Planning Permit WH/2016/1206 (issued for buildings and works to construct a retail centre, use of a childcare centre and restricted recreation facility (gymnasium), and alteration of access to a road in a Road Zone Category 1) to replace the gymnasium with a cinema, relocate the car wash, and alter and amend the built form layout and presentation	Permit Amendment
WH/2016/456/B	05-04-19	Delegate Approval - S72 Amendment	31-39 Norcal Road Nunawading Vic 3131	Springfield	Buildings and works for a warehouse development, use of the land for a food and drink premises and offices, internally illuminated signage, reduction in the standard car parking requirement, sale and consumption of liquor in association with use of land for a food and drink premises and native vegetation removal	Permit Amendment
WH/2016/566/A	04-04-19	Delegate Approval - S72 Amendment	21 Churinga Avenue Mitcham Vic 3132	Springfield	Development of two (2) double storey dwellings, buildings and works within 4 metres of vegetation and vegetation removal.	Permit Amendment
WH/2017/14/A	19-04-19	Delegate Approval - S72 Amendment	1/4 Vernon Street Blackburn South Vic 3130	Central	Construction of a single dwelling on a lot less than 300m2	Permit Amendment
WH/2017/210/A	26-04-19	Delegate Approval - S72 Amendment	9 Skene Street Burwood East Vic 3151	Riversdale	Construction of two (2) double storey dwellings	Permit Amendment
WH/2017/818/A	23-04-19	Delegate Approval - S72 Amendment	58 Quarry Road Mitcham Vic 3132	Springfield	Extension to existing dwelling	Permit Amendment



**9.3.9**  
(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>Application Type</b>
WH/2017/859/B	10-04-19	Delegate Approval - S72 Amendment	121 Mount Pleasant Road Nunawading Vic 3131	Springfield	Development of two double storey dwellings, tree removal and buildings and works within 4m of protected trees.	Permit Amendment
WH/2016/207/A	18-04-19	Delegate NOD Issued	35-37 Blackburn Road Blackburn Vic 3130	Central	Landscape works in the vicinity of existing trees. Replace concrete driveway and root barrier works to protect residence	Permit Amendment
WH/2018/1074	10-04-19	Delegate NOD Issued	3 Boxleigh Grove Box Hill North Vic 3129	Elgar	Buildings and works (construction of a dwelling and front fence) within 4 metres of trees	Special Landscape Area
WH/2018/1261	26-04-19	Delegate NOD Issued	5-7 Hirst Street Blackburn Vic 3130	Central	Buildings and works, and construction of four double storey dwellings.	Multiple Dwellings
WH/2018/1304	30-04-19	Delegate NOD Issued	342-348 Springvale Road Forest Hill Vic 3131	Springfield	Buildings and works to extend the existing building (verandahs and gazebo) alteration of access to a Road Zone Category 1, display floodlit, above verandah business identification signs.	Change of Use
WH/2018/1311	18-04-19	Delegate NOD Issued	11 Norman Street Mitcham Vic 3132	Springfield	Buildings and works to extend one dwelling on a lot of less than 500 square metres & buildings and works within 4 metres of protected vegetation	Single Dwelling < 300m2
WH/2018/1349	16-04-19	Delegate NOD Issued	14 Boronia Road Vermont Vic 3133	Morack	Use of the land to sell and consume liquor in association with a food and drink premises (under a Restaurant and Café liquor licence)	Liquor Licence
WH/2018/1366	10-04-19	Delegate NOD Issued	6 Ashmore Road Forest Hill Vic 3131	Morack	Buildings and works within 4 metres of protected SLO9 trees and removal of protected SLO9 trees	Special Landscape Area
WH/2018/1415	11-04-19	Delegate NOD Issued	36 Ruby Street Burwood East Vic 3151	Morack	Construction of two (2) double storey dwellings	Multiple Dwellings
WH/2018/213	24-04-19	Delegate NOD Issued	63 Burwood Highway Burwood Vic 3125	Riversdale	Use and Development of Land for the Purpose of Motor Vehicle Sales and to Vary Requirements of Clause 52.14	Business

**9.3.9**  
(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>Application Type</b>
WH/2018/408	24-04-19	Delegate NOD Issued	73 Kenmare Street Mont Albert North Vic 3129	Elgar	Construction of nine (9) double storey dwellings, tree removals, and buildings and works within 4m of protected trees (SLO9)	Multiple Dwellings
WH/2018/409	01-04-19	Delegate NOD Issued	21 Aspinall Road Box Hill North Vic 3129	Elgar	Development of the land for two new dwellings, including associated tree removal.	Multiple Dwellings
WH/2018/443	16-04-19	Delegate NOD Issued	1/138 Junction Road Nunawading Vic 3131	Springfield	Building and works to existing single storey dwelling	Single Dwelling < 300m2
WH/2018/485	01-04-19	Delegate NOD Issued	24 Wridgway Avenue Burwood Vic 3125	Riversdale	Construction of three double storey dwellings, front fence and associated tree removal	Multiple Dwellings
WH/2018/796	26-04-19	Delegate NOD Issued	2 Deauville Street Forest Hill Vic 3131	Morack	Construction of two double storey dwellings, tree removal and buildings and works within 4 metres of protected trees	Multiple Dwellings
WH/2018/813	05-04-19	Delegate NOD Issued	2a Iris Street Burwood Vic 3125	Riversdale	Buildings and works associated with the construction of a dwelling within 4 metres of protected trees, and tree removal	Single Dwelling < 300m2
WH/2018/984	04-04-19	Delegate NOD Issued	12 Ronald Street Box Hill North Vic 3129	Elgar	The construction of two, double storey dwelling and associated tree removal within the Significant Landscape Overlay Schedule 9 (SLO9)	Multiple Dwellings
WH/2019/18	18-04-19	Delegate NOD Issued	50 Lawrence Street Blackburn South Vic 3130	Central	Construction of two (2) double storey dwellings on a lot with associated buildings and works and removal of six (6) trees	Multiple Dwellings
WH/2019/21	08-04-19	Delegate NOD Issued	15 Slater Avenue Blackburn North Vic 3130	Central	Vegetation removal and buildings and works within 4 metres of protected vegetation	Special Landscape Area
WH/2018/1068	08-04-19	Delegate Permit Issued	6/17-19 Renown Street Burwood Vic 3125	Riversdale	Buildings and works associated with the construction of a verandah within 4 metres of trees	Special Landscape Area

**9.3.9**  
(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>Application Type</b>
WH/2018/1127	09-04-19	Delegate Permit Issued	692 Whitehorse Road Mont Albert Vic 3127	Elgar	50 lot subdivision	Subdivision
WH/2018/1228	12-04-19	Delegate Permit Issued	37 Indra Road Blackburn South Vic 3130	Central	Construction of one (1) double storey dwelling on a land lot size less than 500 square metres with vegetation removal and buildings and works within 4 metres of protected vegetation	Single Dwelling < 300m2
WH/2018/1250	24-04-19	Delegate Permit Issued	18 Boyle Street Forest Hill Vic 3131	Springfield	Removal of three (3) protected trees within the Significant Landscape Overlay 9 (SLO9).	Special Landscape Area
WH/2018/1278	30-04-19	Delegate Permit Issued	36 Cadorna Street Box Hill South Vic 3128	Riversdale	Two lot subdivision	VicSmart - Subdivision
WH/2018/1295	13-04-19	Delegate Permit Issued	446 Whitehorse Road Mitcham Vic 3132	Springfield	Change of use of the land from industry (motor repairs) to retail premises (car sales) with associated car parking, alteration of a Road Zone Category 1 and display of two above verandah business identification signs.	Business
WH/2018/1298	12-04-19	Delegate Permit Issued	11 Eckersley Court Blackburn South Vic 3130	Central	Buildings and works (construct a carport)	Special Landscape Area
WH/2018/1305	24-04-19	Delegate Permit Issued	25 Campbell Parade Box Hill South Vic 3128	Riversdale	Construction of two (2) dwellings on a lot & buildings and works within 4 metres of protected vegetation	Multiple Dwellings
WH/2018/1365	10-04-19	Delegate Permit Issued	2 Walwa Street Mitcham Vic 3132	Springfield	Construction of two (2) double storey dwellings on a lot with vegetation removal and buildings and works within 4 metres of protected vegetation	Multiple Dwellings

**9.3.9**  
(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>Application Type</b>
WH/2018/442	17-04-19	Delegate Permit Issued	4 Boronia Road Vermont Vic 3133	Morack	Construction of two storey mixed use building comprising ground floor additions to existing shop, two additional first floor dwellings with rooftop terrace and reduction in carparking requirement.	Business
WH/2018/535	24-04-19	Delegate Permit Issued	556 Station Street Box Hill Vic 3128	Elgar	Installation of a 3D LED sign.	Advertising Sign
WH/2018/613	24-04-19	Delegate Permit Issued	6 Heatherdale Road Mitcham Vic 3132	Springfield	Construction of twelve, three storey dwellings across three lots and buildings and works within 4 metres of trees protected under Schedule 9 to the Significant Landscape Overlay	Multiple Dwellings
WH/2018/677	30-04-19	Delegate Permit Issued	80 Middleborough Road Blackburn South Vic 3130	Riversdale	3 lot subdivision	Subdivision
WH/2018/695	04-04-19	Delegate Permit Issued	78 Middleborough Road Burwood East Vic 3151	Riversdale	The staged subdivision and development of land for the purpose of 70 dwellings and tree removal	Multiple Dwellings
WH/2019/11	24-04-19	Delegate Permit Issued	30 Vogue Avenue Vermont South Vic 3133	Morack	Removal of 7 protected trees (for construction of a new dwelling)	Special Landscape Area
WH/2019/110	16-04-19	Delegate Permit Issued	17 Wattlebird Court Burwood Vic 3125	Riversdale	Buildings and works within 4 metres of protected vegetation	Special Landscape Area
WH/2019/114	08-04-19	Delegate Permit Issued	2 Philip Street Vermont Vic 3133	Morack	Removal of two (2) SLO9 trees	Special Landscape Area
WH/2019/123	10-04-19	Delegate Permit Issued	10 Pearce Street Burwood Vic 3125	Riversdale	Vegetation removal (2 Trees)	Special Landscape Area
WH/2019/133	26-04-19	Delegate Permit Issued	14 Frankcom Street Blackburn Vic 3130	Central	Four lot subdivision	Subdivision
WH/2019/148	09-04-19	Delegate Permit Issued	20-22 Fuchsia Street Blackburn Vic 3130	Central	Buildings and works for the construction of a solar energy facility	VicSmart - General Application

**9.3.9**  
(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>Application Type</b>
WH/2019/153	30-04-19	Delegate Permit Issued	941 Station Street Box Hill North Vic 3129	Elgar	Change of use to sell liquor (Packaged Liquor Licence)	Liquor Licence
WH/2019/169	04-04-19	Delegate Permit Issued	39 Clyde Street Box Hill North Vic 3129	Elgar	Vegetation removal	VicSmart - Tree
WH/2019/171	09-04-19	Delegate Permit Issued	2 Wellington Avenue Blackburn Vic 3130	Central	Removal of two (2) SLO2 trees	Special Landscape Area
WH/2019/187	24-04-19	Delegate Permit Issued	20 Louise Avenue Mont Albert Vic 3127	Elgar	10 Lot Subdivison	Subdivision
WH/2019/194	10-04-19	Delegate Permit Issued	162 Dorking Road Box Hill North Vic 3129	Elgar	Buildings and works within 4 metres of protected trees	Special Landscape Area
WH/2019/199	08-04-19	Delegate Permit Issued	123 Mount Pleasant Road Nunawading Vic 3131	Springfield	Works (boring in easement & nature strip to create an outfall drain) within 4 metres of trees protected within SLO09 located at 123 mount pleasant road and 10 Joanna street Nunawading and street tree located on the north side of Abelia street, Nunawading	Multiple Dwellings
WH/2019/201	03-04-19	Delegate Permit Issued	19 Loraine Avenue Box Hill North Vic 3129	Elgar	Two (2) lot subdivision	VicSmart - Subdivision
WH/2019/222	10-04-19	Delegate Permit Issued	Ground 2/975-989 Whitehorse Road Box Hill Vic 3128	Elgar	Business Identification Sign	VicSmart - General Application
WH/2019/227	05-04-19	Delegate Permit Issued	24 Maple Street Blackburn Vic 3130	Central	Removal of one tree	VicSmart - Tree
WH/2019/230	04-04-19	Delegate Permit Issued	87 Broughton Road Surrey Hills Vic 3127	Riversdale	Vegetation removal	VicSmart - Tree
WH/2019/239	04-04-19	Delegate Permit Issued	35 Clydesdale Street Box Hill Vic 3128	Elgar	External Painting of a dwelling within a Heritage Overlay (HO101)	VicSmart - General Application
WH/2019/242	15-04-19	Delegate Permit Issued	58 Monash Street Box Hill South Vic 3128	Riversdale	Construction of a front fence within 4 metres of vegetation	VicSmart - Tree
WH/2019/252	10-04-19	Delegate Permit Issued	9-19 Rooks Road Mitcham Vic 3132	Springfield	Buildings and works (extension to existing canopy)	Industrial

**9.3.9**  
(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>Application Type</b>
WH/2019/254	18-04-19	Delegate Permit Issued	205 Canterbury Road Blackburn Vic 3130	Central	Removal of one tree	VicSmart - Tree
WH/2019/265	09-04-19	Delegate Permit Issued	33 Meldan Street Burwood Vic 3125	Riversdale	Two lot subdivision	VicSmart - Subdivision
WH/2019/266	16-04-19	Delegate Permit Issued	25a Kenmare Street Mont Albert North Vic 3129	Elgar	Require a permit to erect front fence within 4 metres of a street tree.	VicSmart - General Application
WH/2019/267	05-04-19	Delegate Permit Issued	Shop 68/1 Main Street Box Hill Vic 3128	Elgar	New shopfront and signage in a commercial zone	VicSmart - General Application
WH/2019/273	16-04-19	Delegate Permit Issued	6 Molleton Street Blackburn Vic 3130	Central	Vegetation removal	VicSmart - Tree
WH/2019/276	11-04-19	Delegate Permit Issued	68 Nelson Road Box Hill North Vic 3129	Elgar	Remove one tree	VicSmart - Tree
WH/2019/283	16-04-19	Delegate Permit Issued	110 Springvale Road Nunawading Vic 3131	Springfield	Removal of one tree	VicSmart - Tree
WH/2019/298	24-04-19	Delegate Permit Issued	4/85 Windsor Crescent Mont Albert Vic 3127	Elgar	Removal of one tree located on common property	VicSmart - Tree
WH/2019/299	08-04-19	Delegate Permit Issued	21 Main Street Blackburn Vic 3130	Central	Removal one (1) tree within SLO9	VicSmart - Tree
WH/2019/312	24-04-19	Delegate Permit Issued	2/65 Middleborough Road Burwood Vic 3125	Riversdale	Removal of one protected tree in the Significant Landscape Overlay 9 (SLO9).	VicSmart - Tree
WH/2019/318	26-04-19	Delegate Permit Issued	12 Adley Court Vermont South Vic 3133	Morack	Vegetation removal	VicSmart - Tree
WH/2019/319	16-04-19	Delegate Permit Issued	5 Milne Road Mont Albert North Vic 3129	Elgar	Buildings and works (front fence) within 4m of a protected tree	VicSmart - General Application
WH/2019/338	29-04-19	Delegate Permit Issued	429 Mont Albert Road Mont Albert Vic 3127	Elgar	Removal of tree	VicSmart - Tree
WH/2019/347	24-04-19	Delegate Permit Issued	20 Garden Street Box Hill North Vic 3129	Elgar	Removal of one (1) tree	VicSmart - Tree
WH/2019/348	24-04-19	Delegate Permit Issued	20 Garden Street Box Hill North Vic 3129	Elgar	Remove of one (1) tree	VicSmart - Tree
WH/2019/363	26-04-19	Delegate Permit Issued	34 Beddoe Road Vermont Vic 3133	Morack	Buildings and works (fence) within 4 metres of protected SLO9 street tree	VicSmart - General Application

**9.3.9**  
(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>Application Type</b>
WH/2019/364	24-04-19	Delegate Permit Issued	19-27 Moore Road Vermont Vic 3133	Morack	Removal of one (1) tree	VicSmart - Tree
WH/2019/370	24-04-19	Delegate Permit Issued	33 Rialton Avenue Blackburn North Vic 3130	Central	Removal of one (1) tree	VicSmart - Tree
WH/2019/377	30-04-19	Delegate Permit Issued	8 Christa Avenue Burwood East Vic 3151	Morack	Removal of one (1) tree	VicSmart - Tree
WH/2019/378	30-04-19	Delegate Permit Issued	5 Agnew Street Blackburn South Vic 3130	Central	Removal of one tree	VicSmart - Tree
WH/2019/379	26-04-19	Delegate Permit Issued	45 Daniel Street Burwood Vic 3125	Riversdale	Removal one (1) tree within SLO9	VicSmart - Tree
WH/2019/42	16-04-19	Delegate Permit Issued	62 Churchill Street Mont Albert Vic 3127	Elgar	Buildings and works and tree lopping within the Significant Landscape Overlay and buildings and works, including partial demolition	Heritage
WH/2019/44	17-04-19	Delegate Permit Issued	68 Cochrane Street Mitcham Vic 3132	Springfield	Buildings and works (to construct a dwelling) within 4 m of protected trees (SLO9)	Special Landscape Area
WH/2019/79	30-04-19	Delegate Permit Issued	161 Central Road Nunawading Vic 3131	Springfield	Install shade sail structure	Education
WH/2019/90	02-04-19	Delegate Permit Issued	20 Morrie Crescent Blackburn North Vic 3130	Central	Subdivide land into 2 lots in accordance with existing use and development permit allowing 2 dwellings	Subdivision
WH/2019/91	17-04-19	Delegate Permit Issued	4 Main Street Blackburn Vic 3130	Central	Sale and consumption of liquor in association with the use of the land for the purpose of a food and drink premises.	Liquor Licence
WH/2019/96	10-04-19	Delegate Permit Issued	50-52 Blackburn Road Blackburn Vic 3130	Central	Business identification signage	Residential (Other)
WH/2006/334/A	11-04-19	Delegate Refusal - S72 Amendment	1/13 Gillard Street Burwood Vic 3125	Riversdale	Two double storey dwellings	Permit Amendment

**9.3.9**  
(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>Application Type</b>
WH/2014/1274/A	12-04-19	Delegate Refusal - S72 Amendment	23 Stanley Street Box Hill South Vic 3128	Riversdale	Construction of two (2) double storey dwellings	Permit Amendment
WH/2018/1198	26-04-19	Delegate Refusal Issued	30 Olympiad Crescent Box Hill North Vic 3129	Elgar	Construction of two double storey dwellings, front fence and vegetation removal	Multiple Dwellings
WH/2018/1394	08-04-19	Delegate Refusal Issued	7 Gordon Street Mont Albert Vic 3127	Elgar	Construction of two (2) double storey dwellings on a lot, buildings and works within 4 metres of protected vegetation and vegetation removal	Multiple Dwellings
WH/2018/1396	11-04-19	Delegate Refusal Issued	124-126 Blackburn Road Blackburn Vic 3130	Central	Buildings and works for Construction of five (5) dwellings, basement, tree removal and variation of access to Road Zone Category 1 (RDZ1)	Multiple Dwellings
WH/2018/611	05-04-19	Delegate Refusal Issued	3 Eden Avenue Box Hill South Vic 3128	Riversdale	The construction of two double storey dwellings, buildings and works within 4 metres of vegetation and vegetation removal.	Multiple Dwellings
WH/2018/834	04-04-19	Delegate Refusal Issued	210 Burwood Highway Burwood Vic 3125	Riversdale	Buildings and works for the Construction of a Building for more than 2 Dwellings, associated Tree Removal and Variation of Access to Road Zone Category 1 (RDZ1)	Multiple Dwellings
WH/2019/241	30-04-19	Delegate Refusal Issued	33/31-37 Norcal Road Nunawading Vic 3131	Springfield	Reducing the requirement for car parking	VicSmart - General Application
WH/2019/248	04-04-19	Delegate Refusal Issued	4 Little Street Box Hill South Vic 3128	Riversdale	Removal of one (1) tree	VicSmart - Tree
WH/2019/269	04-04-19	Delegate Refusal Issued	7 Belgravia Avenue Mont Albert North Vic 3129	Elgar	Removal of one (1) tree	VicSmart - Tree
WH/2019/317	23-04-19	Delegate Refusal Issued	8 Andrew Street Vermont Vic 3133	Springfield	Removal of one tree	VicSmart - Tree
WH/2019/307	08-04-19	No Permit Required	112 Carrington Road Box Hill Vic 3128	Elgar	Removal of one (1) tree	VicSmart - Tree



### 9.3.9

(cont)

Appl No.	Date	Decision	Street Address	Ward	Proposed Use or Development	Application Type
WH/2019/308	08-04-19	No Permit Required	112 Carrington Road Box Hill Vic 3128	Elgar	Removal of one (1) tree	VicSmart - Tree
WH/2015/732/A	01-04-19	Withdrawn	7 Inverness Avenue Burwood Vic 3125	Riversdale	Construction of four double storey dwellings	Permit Amendment
WH/2018/1133	26-04-19	Withdrawn	11 Cameron Road Box Hill North Vic 3129	Elgar	Construction of four (4), two storey dwellings and associated buildings and works within 4 metres of a protected tree and removal of protected trees within the Significant Landscape Overlay Schedule 9.	Multiple Dwellings
WH/2018/1253	09-04-19	Withdrawn	5 Barbara Street Mont Albert North Vic 3129	Elgar	Construction of two single storey dwellings and tree removal	Multiple Dwellings
WH/2018/1302	11-04-19	Withdrawn	161 Central Road Nunawading Vic 3131	Springfield	To subdivide Lot 2 on PS737975T into 4 new Lots	Subdivision
WH/2019/280	23-04-19	Withdrawn	7 Lawford Street Box Hill North Vic 3129	Elgar	Retrospective - Planning permit in relation to side deck	Single Dwelling < 300m2
WH/2019/352	18-04-19	Withdrawn	333 Hawthorn Road Vermont South Vic 3133	Morack	1 x outdoor merbau slat deck 1x Statco Outback aluminium roof with translucent sheets	VicSmart - General Application

### 9.3.9

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#### BUILDING DISPENSATIONS/APPLICATIONS APRIL 2019

Address	Date	Ward	Result
14 Faulkner Street, BLACKBURN SOUTH	01-04-19	Central	Consent Granted 74
18 Holland Road, BLACKBURN SOUTH	10-04-19	Central	Consent Granted 83
22 Elder Street, BLACKBURN	03-04-19	Central	Consent Granted 76
28 Hamilton Avenue, BLACKBURN	15-04-19	Central	Consent Granted 80
31 Myrtle Grove, BLACKBURN	15-04-19	Central	Consent Granted 89
36 Raleigh Street, FOREST HILL	03-04-19	Central	Consent Granted 89
38 Salisbury Avenue, BLACKBURN	23-04-19	Central	Consent Granted 89
40 Esdale Street, BLACKBURN	04-04-19	Central	Consent Granted 80, 85
5 Peter Avenue, BLACKBURN NORTH	29-04-19	Central	Consent Granted 82, 74
7 Norvel Street, BLACKBURN	01-04-19	Central	Consent Granted 76
30 Katrina Street, BLACKBURN NORTH	05-04-19	Central	Consent Refused 89
14 Tyrrell Street, MONT ALBERT NORTH	04-04-19	Elgar	Consent Granted 74
25A Kenmare Street, MONT ALBERT NORTH	24-04-19	Elgar	Consent Granted 89
35 Kingsley Crescent, MONT ALBERT	18-04-19	Elgar	Consent Granted 89
5 Cherry Orchard Rise, BOX HILL NORTH	04-04-19	Elgar	Consent Granted 80, 74, 81
50 Rostrevor Parade, MONT ALBERT NORTH	02-04-19	Elgar	Consent Granted 89, 79
592 Station Street, BOX HILL	16-04-19	Elgar	Consent Granted 116
6 Kefford Court, MONT ALBERT NORTH	08-04-19	Elgar	Consent Granted 79, 85
6 Mersey Street, BOX HILL NORTH	23-04-19	Elgar	Consent Granted 83
68 Peter Street, BOX HILL NORTH	09-04-19	Elgar	Consent Granted 79
83 Relowe Crescent, MONT ALBERT NORTH	15-04-19	Elgar	Consent Granted 89
14 Tyrrell Street, MONT ALBERT NORTH	04-04-19	Elgar	Consent Refused 79, 80, 81
5 Milne Road, MONT ALBERT NORTH	09-04-19	Elgar	Consent Refused 89
15/125-129 Hawthorn Road, FOREST HILL	24-04-19	Morack	Consent Granted 77, 76
2 Barton Court, VERMONT	18-04-19	Morack	Consent Granted 79
429-433 Springvale Road, FOREST HILL	18-04-19	Morack	Consent Granted 74
431 Springvale Road, FOREST HILL	18-04-19	Morack	Consent Granted 74
433 Springvale Road, FOREST HILL	18-04-19	Morack	Consent Granted 74
5 Cavill Court, VERMONT SOUTH	17-04-19	Morack	Consent Granted 74
817 Highbury Road, VERMONT SOUTH	23-04-19	Morack	Consent Granted 74
1147 Riversdale Road, BOX HILL SOUTH	02-04-19	Riversdale	Consent Granted 80
12 Holroyd Court, BLACKBURN SOUTH	24-04-19	Riversdale	Consent Granted 74
17 Hamel Street, BOX HILL SOUTH	03-04-19	Riversdale	Consent Granted 75, 80
2 Glyndon Court, BURWOOD EAST	08-04-19	Riversdale	Consent Granted 74
21 Chester Street, SURREY HILLS	10-04-19	Riversdale	Consent Granted 89
21 Uganda Street, BURWOOD	24-04-19	Riversdale	Consent Granted 89
22 Andrews Street, BURWOOD	04-04-19	Riversdale	Consent Granted 89
30 Grange Road, BLACKBURN SOUTH	24-04-19	Riversdale	Consent Granted 79
4 Gwenda Street, BOX HILL SOUTH	03-04-19	Riversdale	Consent Granted 83
117 Lake Road, BLACKBURN	01-04-19	Springfield	Consent Granted 91
14 Laughlin Avenue, NUNAWADING	15-04-19	Springfield	Consent Granted 76
3 Tunstall Avenue, NUNAWADING	08-04-19	Springfield	Consent Granted 74
36 O'Shannessy Street, NUNAWADING	16-04-19	Springfield	Consent Granted 74

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(cont)

Address	Date	Ward	Result
4 Carinya Road, VERMONT	17-04-19	Springfield	Consent Granted 76
4 O'Shannessy Street, NUNAWADING	03-04-19	Springfield	Consent Granted 74
5 Cottrell Court, NUNAWADING	24-04-19	Springfield	Consent Granted 79
8 Lorikeet Street, NUNAWADING	23-04-19	Springfield	Consent Granted 79, 76
9 O'Shannessy Street, NUNAWADING	24-04-19	Springfield	Consent Granted 89
4 Carinya Road, VERMONT	17-04-19	Springfield	Consent Refused 74
64 Esdale Street, NUNAWADING	29-04-19	Springfield	Consent Refused 74

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

Under the Planning and Environment Act 1987 – Nil

#### REGISTER OF CONTRACTS SIGNED BY CEO DELEGATION APRIL 2019

Contract Number	Service
30148	Morack Golf Course Redevelopment - Architectural Services

#### REGISTER OF PROPERTY DOCUMENTS EXECUTED APRIL 2019

Property Address	Document Type	Document Detail
<b>Leases</b>		
653-661 Elgar Road, Mont Albert North	Lease	Electricity substation - Elgar Park
<b>Licences</b>		
Part 16-20 Silver Grove, NUNAWADING	Licence	22 week licence for tennis coaching and competition at the Nets Tennis School

### 9.3.9

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#### REGISTER OF DOCUMENTS AFFIXED WITH THE COUNCIL SEAL APRIL 2019

Instrument of Sub-Delegation CEO to staff 30.04.2019

#### PARKING RESTRICTIONS APPROVED BY DELEGATION APRIL 2019

<b>Address:</b>	<b>Parkside Avenue, Box Hill:</b> from Alexander Street to southern property boundary of 16 Parkside Avenue – east side
<b>Previously:</b>	17 'Unrestricted' parking spaces
<b>Now:</b>	17 '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Address:</b>	<b>Alexander Street, Box Hill:</b> from Station Street to Parkside Avenue – south side
<b>Previously:</b>	32 'Unrestricted' parking spaces
<b>Now:</b>	32 '2-Hour, 8am to 6pm, Monday to Friday' parking spaces
<b>Address:</b>	<b>Broughton Road, Surrey Hills:</b> from 15m south of Canterbury Road to 20m south of Canterbury Road – east side
<b>Previously:</b>	1 'Unrestricted' parking space
<b>Now:</b>	1 'No Stopping' parking space
<b>Address:</b>	<b>Broughton Road, Surrey Hills:</b> from 17m south of Canterbury Road to 21m south of Canterbury Road – west side
<b>Previously:</b>	1 'Unrestricted' parking space
<b>Now:</b>	1 'No Stopping' parking space
<b>Address:</b>	<b>Windsor Crescent, Surrey Hills:</b> from western boundary of 47 Windsor Crescent to 8m west of eastern boundary of 47 Windsor Crescent – north side
<b>Previously:</b>	1 'Unrestricted' parking space
<b>Now:</b>	1 'No Stopping' parking space
<b>Address:</b>	<b>Victoria Crescent, Mont Albert:</b> from 6m north of southern boundary of 26 Victoria Crescent to 4m north of southern boundary of 26 Victoria Crescent – east side
<b>Previously:</b>	1 'No Stopping' parking space
<b>Now:</b>	1 '2-Hour, 7:30am to 7:30pm, Monday to Friday' parking space
<b>Address:</b>	<b>Pheasant Street, Burwood:</b> from southern boundary of 6 Pheasant Street to northern boundary of 6 Pheasant Street – west side
<b>Previously:</b>	2 'No Stopping, 8.30am to 9.30am and 3pm to 4pm, Monday to Friday' parking spaces
<b>Now:</b>	2 'No Stopping, 8.30am to 9.30am and 3pm to 4pm, Monday to Friday & Works Zone 9.30am to 3pm Monday to Friday and 7am to 5pm, Saturday' parking spaces
<b>Address:</b>	<b>Young Street, Box Hill:</b> from 10m north of Prospect Street to 10m south of Fairbank Lane – east side
<b>Previously:</b>	4 'Loading Zone, 15 minute, 7am to 6pm, Monday to Saturday' parking spaces
<b>Now:</b>	4 'Works Zone, 7am to 5pm, Monday to Saturday' parking spaces
<b>Address:</b>	<b>Prospect Street, Box Hill:</b> from 20m east of Young Street to 37m east of Young Street – north side
<b>Previously:</b>	3 '1-Hour, Ticket, 8.30am to 6pm, Monday to Saturday' parking spaces
<b>Now:</b>	3 'Works Zone, 7am to 5pm, Monday to Saturday' parking spaces

### 9.3.9

(cont)

**Address:** **Meldan Street, Burwood:** from southern boundary of 29 Meldan Street to northern boundary of 29 Meldan Street – west side

**Previously:** 2 'Unrestricted' parking spaces

**Now:** 2 'Works Zone, 7am to 5pm, Monday to Saturday' parking spaces

**Address:** **Norcal Road, Nunawading:** from 13m north of the southern boundary of 51-53 Norcal Road to 26m north of the southern boundary of 51-53 Norcal Road – east side

**Previously:** 2 Temporary 'Bus Zone' 7.30am to 10.30am & 3.30pm to 6.30pm, Monday to Friday' parking spaces

**Now:** 2 'Unrestricted' parking spaces

**Address:** **Prospect Street, Box Hill:** from 33m west of the eastern property boundary of 1048 Whitehorse Road to 53m west of the Eastern property boundary of 1048 Whitehorse Road – south side

**Previously:** 3 'Disabled' parking spaces

**Now:** 3 '4-Hour, Disabled' parking spaces

**Address:** **Monica Street, Box Hill:** from northern boundary of 2 Monica Street to southern boundary of 2 Monica Street – east side

**Previously:** 2 '1/2-Hour, 7am to 9pm, Monday to Saturday' parking spaces

**Now:** 2 'Works Zone, 7am to 5pm, Monday to Saturday' parking spaces

**Address:** **Kildare Street, Burwood:** from northern boundary of 12 Kildare Street to southern boundary of 12 Kildare Street – east side

**Previously:** 2 '1/2-Hour, 7:30am to 9pm, Monday to Saturday' parking spaces

**Now:** 2 'Works Zone, 7am to 5pm, Monday to Saturday' parking spaces

### 9.3.9

(cont)

#### VENDOR PAYMENT SUMMARY – SUMS PAID DURING APRIL 2019

Date	Total Issued	Payments (direct debit, cheques or electronic funds transfer)	Transaction Type EFT/CHQ/DD
01/04/2019	\$1,215.50	1	EFT
01/04/2019	\$154,202.73	1	EFT
03/04/2019	\$1,346.40	1	EFT
04/04/2019	\$59,177.41	23	EFC
04/04/2019	\$101,536.88	50	CHQ
04/04/2019	\$1,301,871.64	235	EFT
09/04/2019	\$23,100.00	1	EFT
10/04/2019	\$10,900.90	1	EFT
11/04/2019	\$23,381.34	38	EFC
11/04/2019	\$87,376.52	43	CHQ
11/04/2019	\$1,532,292.13	233	EFT
11/04/2019	\$108,582.65	1	EFT
11/04/2019	\$2,638.90	1	EFT
15/04/2019	\$37,065.43	1	EFT
16/04/2019	\$1,050.00	1	EFT
18/04/2019	\$8,773.04	26	EFC
18/04/2019	\$98,579.58	82	CHQ
18/04/2019	\$1,227,369.47	243	EFT
24/04/2019	\$3,928.65	6	EFC
24/04/2019	\$9,782.18	10	CHQ
24/04/2019	\$7,276,005.16	342	EFT
<b>GROSS</b>	\$12,070,176.51	1340	
<b>Monthly Lease Payments</b>	\$26,340.66		
<b>Direct Debit Payments</b>	\$170,985.56		
<b>CANCELLED PAYMENTS</b>	-\$26,459.53	-26	
<b>NETT</b>	<b>\$12,241,043.20</b>	<b>1314</b>	

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

### **10.1 Reports by Delegates**

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

10.1.1 Cr Ellis gave an update on Eastern Region Affordable Housing Alliance meeting held on 6 June 2019.

10.1.2 Cr Liu reported on her attendance at the:

- Whitehorse Business Group meeting on 11 June 2019
- Whitehorse Manningham Regional Library Corporation meeting held recently
- Eastern Transport Coalition meeting held on 20 June 2019

10.1.3 Cr Cutts reported on her attendance at the Whitehorse Business Group meeting on 11 June 2019

10.1.4 Cr Munroe reported on his attendance at the Metropolitan Transport Forum on 5 June 2019, where Cr Nic Frances Gilley of City of Melbourne spoke on the Draft Transport Strategy 2030. The Strategy has a strong emphasis on public transport, walking and cycling and by 2030 some of the aims of the strategy are to:

- work with the Victorian Government to deliver world-class, welcoming and safe public spaces around central city stations;
- create more than 50km of protected on-road bicycle lanes on key bicycle routes in the heart of the city;
- deliver 300 additional motorcycle parking bays on streets as alternatives to parking on footpaths;
- maintain access for essential car trips, especially for people with a disability, trade, service and emergency vehicles.

10.1.5 Cr Massoud reported on her attendance at the:

- Whitehorse Disability Advisory Committee meeting held on 15 June 2019
- Whitehorse Community Grants Panel on 7 June 2019
- Whitehorse Reconciliation Policy and Action Plan Advisory Committee meeting on 17 June 2019

10.1.6 The Mayor Cr Bennett reported on his attendance at the *Municipal Association of Victoria Metro East Mayors and CEO's session* on 30 May 2019, which was hosted by Whitehorse. MAV Board member for Metro East provided an update on a number of MAV items:

- 17 May MAV State Council meeting
- current MAV campaigns: All Politics is Local, A Fairer Share and two specific Victorian campaigns: Fix Community Care and I Love Kinder!
- election of Cr Marcia Timmers at Knox Council at recent by-election.

#### **COUNCIL RESOLUTION**

Moved by Cr Massoud, Seconded by Cr Cutts

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

**CARRIED UNANIMOUSLY**

**9.3.9**  
(cont)

**10.2 Recommendation from the Special Committee of Council  
Meeting of 11 June 2019**

Nil



### 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>15.04.18</b> 6:30-7:00pm	<b>Councillor Informal Briefing Session</b> <ul style="list-style-type: none"> <li>Urgent Business</li> <li>Review if Council Delegation to Council Staff: (Planning Related) and (Non-Planning Related)</li> <li>Food Services Update</li> <li>South Parade Blackburn</li> <li>Drainage Problem South Parade</li> </ul>	Cr Bennett (Mayor & Chair) Cr Barker Cr Carr Cr Cutts Cr Davenport Cr Ellis Cr Liu Cr Massoud Cr Munroe Cr Stennett	(ACEO) P Warner J Green N Brown T Wilkinson P Smith S Freud (AEMG&CS) M Baldwin P Moore S Price	Nil	Nil
<b>16.04.19</b> 8:00-8:30pm	<b>Advisory Committee for the review of the Chief Executive Officer's Development</b> <ul style="list-style-type: none"> <li>Client Workshop</li> </ul>	<b>Advisory Committee Members</b> Cr Bennett (Mayor & Chair) Cr Davenport Cr Massoud Cr Munroe <b>Others Present</b> Cr Barker Cr Carr Cr Cutts Cr Ellis Cr Liu	Nil	Nil	Nil
<b>03.06.19</b> 6:30-7:36pm	<b>Strategic Planning Session</b> <ul style="list-style-type: none"> <li>Proposed Procurement Policy 2019/20</li> <li>Financial Report as at 30 April 2019</li> <li>Capital Works Update</li> <li>2019 Revaluation</li> </ul>	Cr Bennett (Mayor & Chair) Cr Barker Cr Cutts Cr Davenport Cr Liu Cr Massoud Cr Munroe Cr Stennett	(ACEO) P Warner J Green N Brown P Smith (AEMG&CS) M Baldwin S Cann J Cushing S Tierney T Peak	Nil	Nil
<b>05.06.19</b> 9:00-5:00pm	<b>Advisory Committee for the review of the Chief Executive Officer's Development</b> <ul style="list-style-type: none"> <li>CEO Interviews</li> </ul>	<b>Advisory Committee Members</b> Cr Bennett (Mayor & Chair) Cr Davenport Cr Massoud Cr Munroe <b>Others Present</b> Cr Barker Cr Cutts Cr Ellis Cr Liu	Nil	Nil	Nil

**10.3**  
(cont)

Meeting Date	Matter/s Discussed	Councillors Present	Officers Present	Disclosures of Conflict of Interest	Councillor /Officer attendance following disclosure
<b>07.06.19</b> 9:00–1:30pm	<b>Community Grants Panel Meeting</b>	Cr Bennett (Mayor & Chair) Cr Massoud Cr Cutts Cr Ellis Cr Liu	D Seddon J Connor	Cr Bennett, Cr Ellis & Cr Liu declared an indirect Conflict of interest in Community Grants Panel Meeting.  <ul style="list-style-type: none"> <li>• Cr Bennett declared an indirect conflict of interest in Lions Club of South Vermont given his connection as a member.</li> <li>• Cr Ellis declared a conflict of interest given her connection with the Alkira Centre</li> <li>• Cr Liu declared a conflict of interest given her connection with the Taiwanese Business Association of Melbourne</li> </ul>	Cr Bennett, Cr Ellis & Cr Liu having declared an indirect conflict of interest Community Grants Panel Meeting left the meeting prior to discussion on each item and return at the conclusion of the item.

**10.3**  
(cont)

<b>11.06.19</b> 6:30-10:00pm	<b>Councillor Briefing Session</b> <ul style="list-style-type: none"><li>• Special Committee Agenda 11 June 2019</li><li>• Other Business</li><li>• Draft Council Agenda</li><li>• Budget Submissions</li></ul>	Cr Bennett (Mayor & Chair) Cr Barker Cr Carr (left at 8:40pm and did not return) Cr Cutts Cr Davenport Cr Ellis Cr Liu Cr Massoud Cr Munroe Cr Stennett	(ACEO) P Warner J Green N Brown T Wilkinson P Smith (AEMG&CS) M Baldwin J Russell H Rowlands K Marriott A Egan D Shambrook M Bishop S Cann J Blythe D Seddon B Upston	Nil	Nil
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**COUNCIL RESOLUTION**

Moved by Cr Munroe, Seconded by Cr Ellis

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

**CARRIED UNANIMOUSLY**

## **11 REPORTS ON CONFERENCES/SEMINARS ATTENDANCE**

- 11.1 Councillors Munroe and Davenport, and the Mayor Cr Bennett reported on their attendance at the National General Assembly of Local Government held 16-19 June 2019.

The Mayor advised that he has prepared a written report which he will circulate to all Councillors.

- 11.2 Cr Liu reported on her attendance at the Victorian Local Governance Association Women's Charter Workshop held on 21 June 2019.

- 11.3 Councillors Ellis and Carr reported on their attendance at the Australian Local Government Women's Association (Victorian branch) forum held on 29 May 2019.

### **COUNCIL RESOLUTION**

Moved by Cr Ellis, Seconded by Cr Cutts

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

**CARRIED**

### **Extension of Meeting**

**At 10.30pm the Mayor called for a motion to extend the Council meeting for a period of 30 minutes from 10.30pm to 11.00pm, as per the requirements of Council's Meeting Procedure and Common Seal Local Law 2013.**

### **PROCEDURAL MOTION**

Moved by Cr Munroe, seconded by Cr Barker

***That the Council meeting be extended for a period of 30 minutes from 10.30pm to 11.00pm.***

**CARRIED UNANIMOUSLY**

**9.1.2**  
(cont)

**12 CONFIDENTIAL REPORTS**

**COUNCIL RESOLUTION**

Moved by Cr Munroe, Seconded by Cr Cutts

***That in accordance with Section 89(2) (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 contractual matters.***

**CARRIED**

The meeting was closed to the public at 10.30pm

**COUNCIL RESOLUTION**

Moved by Cr Munroe, Seconded by Cr Cutts

***That the meeting move out of camera and be reopened to the public.***

**CARRIED UNANIMOUSLY**

The meeting was reopened to the public at 10.58pm.

**13 CLOSE MEETING**

Meeting closed at 10:58pm

**Confirmed this 15<sup>th</sup> day of July 2019**

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**CHAIRPERSON**