



WHITEHORSE
CITY COUNCIL

Whitehorse City Council

AGENDA

Council Meeting

on

Monday 11 July 2022

at 7:00pm

Members: Cr Liu (Mayor), Cr Massoud (Deputy Mayor), Cr Barker, Cr Carr, Cr Cutts, Cr Davenport, Cr Lane, Cr McNeill, Cr Munroe, Cr Skilbeck, Cr Stennett

Mr Simon McMillan, Chief Executive Officer

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AGENDA

1 Prayer

1.1 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.

1.2 Aboriginal Reconciliation Statement

“Whitehorse City Council acknowledges the Wurundjeri Woi-wurrung people of the Kulin Nation as the traditional owners of the land we are meeting on and we pay our respects to their Elders past, present and emerging and Aboriginal and Torres Strait Islanders from communities who may be present today.”

2 Welcome

3 Apologies

4 Disclosure of Conflict of Interests

5 Confirmation of Minutes of Previous Meetings

Minutes of the Council Meeting 27 June 2022

RECOMMENDATION

That the minutes of the Council Meeting 27 June 2022 having been circulated now be confirmed.

6 Public Presentations

7 Petitions and Joint Letters

8 Public Question Time

9 Notices of Motion

9.1 NOM 167 From Cr Barker – Food and Garden Organics Service Information Review

That Council seeks an independent report that reviews the environmental and financial advice provided to Council as part of the decision-making process to introduce the Food and Garden Organics service and setting of the associated bin fees.

9.2 NOM 168 From Cr Barker – Council Alliance for a Sustainable Built Environment (CASBE) Membership

That Council seeks a report outlining Council's involvement with the Council Alliance for a Sustainable Built Environment (CASBE) in order for Council to consider future membership.

9.3 NOM 169 From Cr Davenport – Elevated Environmental Sustainable Development (ESD) Planning Scheme Amendment Update

That Council:

1. Given that State Government has now implemented VC216, that a report be presented to Council to advise of any implications since Council's resolution on 23 May 2022 relating to Elevated ESD Targets Planning Scheme Amendment.
2. In addition to point 1 above, it is requested that the report indicates the process of withdrawing from seeking authorisation from the Minister for Planning under sections 8A and 8B of the Planning and Environment Act 1987 to prepare and exhibit an Amendment to the Whitehorse Planning Scheme for the Elevating ESD Targets project.
3. Indicates to Council's who are participating in CASBE Stage 2 that Whitehorse Council is considering the implications of VC216 on it's participation in the CASBE Stage 2 scheme.
4. Supports the State Government ESD roadmap, and supports community awareness raising activities on the importance of ESD targets.

9.4 NOM 170 From Cr Davenport – Wattle Park – Urban Night Sky Place

That Council:

1. Notes that Wattle Park is utilized by the Astronomical Society of Victoria for night sky observations due to the reduced light pollution within the City of Whitehorse.
2. Notes that Parks Victoria currently upgrading Wattle Park, and expresses a concern that lightening proposed to be used at Wattle Park may impact on the Astronomical Society of Victoria's activities.
3. Writes to Parks Victoria seeking a commitment that additional lighting at Wattle Park can be 'turned off' to allow for Astronomical Society of Victoria's observation activities.
4. Seeks a report which indicates whether Wattle Park, or another park within the Whitehorse Council LGA could qualify as an 'Urban Night Sky Place' as defined by the International Dark-Sky Association.
5. If there is a candidate site for an "Urban Night Sky Place", indicate the process of achieving site declaration.
6. Indicate if there are other instances in Melbourne where active steps are used to preserve sites suitable for night observations, including Royal Park in Melbourne, Victoria.

10 Urgent Business

11 Council Reports

11.1 Tender Evaluation Contract (30385) - Provision of Security Systems and Services

Project Delivery and Assets
Director Infrastructure
ATTACHMENT

SUMMARY

This report considers tenders received for Contract 30385 - Provision of Security Systems and Services and recommends the appointment of a suitably qualified contractor to provide maintenance, installation and upgrades of electronic access control; closed-circuit television (CCTV); alarms and monitoring services; and security guard, patrol guards, staff escorts and static guard services for Council.

The report recommends the acceptance of the tender from Centec Group Pty Ltd trading as Centec Security Group.

The contract is for a fixed term of three years with an option to extend the contract for a further two year period with an estimated contract expenditure over five years of \$4,000,000 GST inclusive.

RECOMMENDATION

That Council:

1. Accepts the tender and signs the formal contract document for Contract 30385 - Provision of security systems and services received from Centec Group Pty Ltd (ABN 67 070 567 261), of 2 / 27 Ascot Vale Road Flemington VIC 3031, trading as Centec Security Group.
 2. Authorise the Director Infrastructure 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 three year contract term.
-

Key Matters

Council manages its building access via electronic access control which is currently installed in many facilities, including the Civic Centre, Aqualinks, Box Hill Town Hall, Recycling and Waste Centre, Operations Centre (Depot) and Nunawading Community Hub.

Over the past twelve months, electronic access control has been expanded to users of other facilities such as community groups and sporting clubs and has been met with positive feedback. Using swipe cards and electronic keypads for access, has given users a greater sense of security and flexibility. The expansion of electronic access control to other buildings as a standard feature, moving away from manual key and lock access, is in progress.

11.1

(cont)

The estimated contract expenditure has been set at a level to reflect this approach and capital works projects will access this contract to provide security systems and services requirements.

Council's electronic access control is managed on a centralised licensed encryption and software system. This approach keeps the security management concise and secure and streamlines software maintenance. The industry recommendation for licensed, encrypted and protected systems, is to utilise one security contractor to hold the license for all of Council's operations.

Council has CCTV installed in public places, including Britannia Mall in Mitcham with a direct feed to the Forest Hill Police Station and Box Hill Mall and Box Hill Gardens precinct with direct feed to the Box Hill Police Station. This contract will enable Council to manage the evolving nature of the CCTV technology and management of footage for the Victorian Police in line with Council's policies.

STRATEGIC ALIGNMENT

The scope of services contained within this contract is relevant to Strategic Direction 2: Maintain and enhance our built environment to ensure a liveable and sustainable city.

Policy

Awarding of this contract facilitates the provision and maintenance of security systems and services including CCTV is aligned with Council's responsibilities under the CCTV Code of Conduct and Privacy Policy.

The tender, tender evaluation and appointment of the successful contractor and the contract administration is governed by Council's Procurement Policy.

Background

The tender was advertised in The Age newspaper and was published on Council's eTender portal and closed on Wednesday 25 May 2022.

All tenders were evaluated against the following criteria:

- a) The tender offer (40%);
- b) Demonstrated technical experience and capability to service the systems outlined in the tender schedule (40%);
- c) Available resources and ability to service the contract, including after-hours service (5%);
- d) Management, reporting, invoicing and service report systems (5%);
- e) Local contents (5%);
- f) Social and environmental sustainability (5%).

Occupational health and safety and equal employment opportunity were assessed on a pass / fail basis.

11.1
(cont)

Financial evaluation of the tenders was based on the rates tendered for service provision, together with an estimate of hours likely to be worked and quantities of services engaged, over a 12 month period.

A total of seven tenders were received. One tender offer was non-conforming and three tenders did not pass the Occupational Health and Safety critical evaluation.

The tender received from Centec Group Pty Ltd trading as Centec Security Group provided the highest scoring tender offer and demonstrated the best value for money to Council. As the current provider of all security systems and services for the Whitehorse City Council, Centec Security Group has demonstrated its commitment to providing a high level of technical expertise and personalised service to Council for the last six years.

SUPPORTING REPORT DETAILS

Legislative and Risk Implications

This contract assists Council to implement access controls to manage Infrastructure Operational Risk #53 – Unauthorised person entering Council building.

Consultation

Council's Procurement team have provided advice on setting the contract expenditure levels to ensure that the contract has adequate scope to meet Council's needs over the next five years.

Consultation on the structure and specifications for this contract occurred with representatives from several Council Departments who will utilise the contract, including Governance and Integrity, Project Delivery and Assets, Arts and Cultural Services and Leisure and Recreation Services, ensuring this contract will meet the needs of all relevant areas within Council.

Facility users are consulted on new installations and ongoing use of the building access systems.

Collaboration

Collaborative procurement was not considered suitable for this contract due to the security issues associated with the centralised licensed encryption and software system requirements.

Financial and Resource Implications

This contract is a schedule of rates contract for an initial period of three years with an option for one additional two year period at Council's discretion.

The total estimated spend on this contract is \$2,700,000 GST inclusive for the initial three years and will increase to \$4,000,000 GST inclusive if the option to extend for a further two years is exercised.

11.1
(cont)

The estimated contract expenditure is based on historical expenditure and factors an additional contingency amount to capture operational and capital budgets and potential grant funding, as per consultation with Council's Procurement Team.

Expenditure under this contract will be funded from operational programmed and reactive budgets as well as adopted Capital Works budgets

Discussion and Options

The approval of this contract will enable efficient provision of security systems and services to Council, assisting to keeping staff and visitors to Council facilities safe and securing Council assets from theft and vandalism.

If this contract is not approved, Council will need to procure individual solutions for each Council building in line with the Procurement Policy.

Conflict of Interest

Council officers involved in the preparation of this report and evaluation of tender submissions have declared that they have no conflict of interest in this matter.

Conclusion

The report recommends the acceptance of the tender submission received from Centec Group Pty Ltd, trading as Centec Security Group.

ATTACHMENT

- 1 Tender Evaluation Contract (30385) Provision of Security Systems and Services

This attachment is designated as **CONFIDENTIAL INFORMATION** pursuant to Section 3 (1) (g) of the *Local Government Act 2020*, that relates to private commercial information being information which if released unreasonably expose the business, commercial or financial undertaking.

11.2 Proposed Heatherdale Reserve Heritage Sign

Arts and Cultural Services
Director Community Services

SUMMARY

A Notice of Motion on the 14 June 2022 requested Council Officers investigate the merit of installing a heritage sign to recognise the Findlay family to be located in Heatherdale Reserve.

The Report explores the request in consideration of Council's *Plaques and Memorials in Council Public Open Space Policy*. The Findlay family owned and resided in a house on the site of what is now Heatherdale Reserve, from the 1930 to the 1950's. The Findlay's planted a tree to celebrate the birth of each of their six children. The set of trees include English Oak and Pin Oak trees and are located between the BMX track near Purches Street and the new pump track to the east. The established trees form the basis of the request for consideration of a heritage sign.

Council Officers have investigated the request and also consulted with the Whitehorse Historical Society for information. It is noted the Findlay family's historic information of tree planting is of human interest, but when applying the Policy to the request, there is no substantial contribution by the Findlay family to the Whitehorse community nor any evidence that the Findlay family's contribution stood out from others who may have also made a valuable contribution. It is recommended not to install a heritage park sign for the Findlay family in Heatherdale Reserve.

The installation of a heritage park sign in response to this request does not satisfy the Policy criteria of a 'substantial contribution' to the Whitehorse Community, and if approved, may establish a precedent that allows other requests leading to further costs with fabrication, installation, maintenance and renewal of signs by Council.

Whitehorse's 2040 Vision acknowledges the value and importance the Whitehorse community affords to our history. It is therefore recommended Council consider a digital alternative that provides an acknowledgement of the Findlay family. It is understood this option will not satisfy the want for a heritage sign in Heatherdale Reserve.

The alternate digital option provides a recognition of the human interest in this story, is a cost effective option and affirms the installation of heritage park signs in situ only with due historical significance as outlined in the *Plaques and Memorials in Council Public Open Space Policy*.

11.2
(cont)

RECOMMENDATION

That Council:

1. Resolves that in consideration of the Plaques and Memorials in Council Public Open Space Policy, there is not demonstrated heritage significance to authorise and allocate funds in the development, fabrication and installation of a heritage park sign in Heatherdale Reserve in recognition of the Findlay family.
 2. Acknowledge the relevant human interest in the Findlay family through the creation of a digital pin to be placed on the 'Whitehorse Heritage and Artists' Trail' map on Council's website.
-

Key Matters

The Findlay family owned and resided in a house on the site of what is now Heatherdale Reserve from the 1930 to the 1950's. The Findlay's planted a tree to celebrate the birth of each of their six children. The set of trees that were planted to commemorate the births of the Findlay children include English Oak and Pin Oak trees remain today and are located between the BMX track near Purches Street and the new pump track to the east.

Heatherdale Community Action Group (HCAG) requested Council consider a heritage sign be installed in Heatherdale Reserve to recognise this history of the Findlay family.

Council Officers undertook investigation of this request and referred to Council's Plaques and Memorials in Council Public Open Space Policy.

The Policy includes a definition of a plaque (Definitions - section 4):

Plaque - For the purpose of this policy, "plaque" refers to a flat tablet of metal, stone or other material which includes text and and/or images which commemorate a person/groups/association or an event and/or provide historical text or information relevant to its location. Such a tablet is affixed to an object, building or hard ground surface located within public open space.

Section 15 of the Policy refers to a plaque or memorial request from the community and states:

Plaques and memorials commemorating deceased persons will not generally be allowed to be placed in Council open space. In exceptional circumstances they may be allowed, and will only be considered where they meet the following criteria:

- They commemorate a deceased individual who was a member of the Whitehorse community and who has made a substantial contribution to the Whitehorse community.
- The contribution of the individual was extra-ordinary and over and above what might reasonably be expected through paid employment or their voluntary contribution to the community, and that contribution stands out from others who may have also made a valuable contribution.

11.2
(cont)

Elgar Park Heritage Sign

The inclusion of the Elgar Park Heritage Sign information in this Report is to illustrate the relatively recent application of the Policy.

The information below demonstrates the historical significance of a 2019 installation of heritage sign in Elgar Park, acknowledging one of the founding pioneers of the area, supported through the aforementioned Policy criteria. The Box Hill Historical Society fully supported the development and installation of the heritage park sign.

Elgar Park was developed and named in 1962 after Henry Elgar. In 1841, Henry Elgar, an English merchant in the West Indies purchased 5,120 acres of this surrounding land under a British Government scheme to sell colonial land in large parcels. 'Elgar's Special Survey' as it was known was bounded by Burke Road, Canterbury Road, the Koonung Creek and Elgar Road. Part of Henry Elgar's allotment of land was leased to the first European settler to the area, Arundel Wrighte, who leased the land for grazing cattle near the junction of Bushy and Koonung Creek. The cattle property, referred to as a 'run', extended from what is now Elgar Road to Dorking Road and south from Koonung Creek to Burwood Highway. The Elgar Park Heritage Sign is an acknowledgement of Henry Elgar, who was the first purchaser of land in the municipality, and also Arundel Wrighte, who is acknowledged as the first European settler to the area.

Proposed Heatherdale Reserve Heritage Sign

In regard to the current request, Council Officers understand that the intention behind installing a plaque is to recognise the Findlay family who owned a house in what is now a Heatherdale Reserve from 1930 to the 1950's. The Findlay's planted a tree to celebrate the birth of each of their six children. The set of trees remain and include English Oak and Pin Oak trees and are located between the BMX track near Purches Street and the new pump track to the east.

Council Officers have consulted with the Whitehorse Historical Society on this family and no further information was provided that would elevate the historical significance of the family to the site. The ownership of the house for approximately 20 years is not of historical significance and the planting of trees to signify the birth of their children that remain today, although important to the family and of human interest, does not register more broadly as substantial for Whitehorse.

The information provided to date does not meet the policy criteria: commemorates a deceased individual who made a substantial contribution to the Whitehorse Community. Whilst the Findlay family story is of human interest, it was found that no substantial contribution to the Whitehorse community nor any evidence that the Findlay family's contribution stood out from others who may have also made a valuable contribution. On this basis, the installation of a Parks Heritage Sign in situ is not recommended.

11.2
(cont)

STRATEGIC ALIGNMENT

Objective 1.3: Facilitate and encourage creativity and innovation within the community.

1.3.1: Provide and promote arts and cultural experiences to enhance community creativity and innovation and meet the diverse aspirations for the community.

BACKGROUND

Whitehorse Council has two types of Heritage Signage around the municipality;

- Heritage Trail Interpretative Panels
- Park Heritage Signs.

The Heritage Trail Interpretative Panels refer to the 2001 Commonwealth Governments Federation Project. In 2001 Whitehorse Council received a Federation Grant from the Commonwealth Government to identify and establish Heritage Trails within the municipality. A working party was established comprising of Council Officers and representatives from the Whitehorse and Box Hill Historical Societies to select historical sites of significance. In the process of this consultation a number of sites were examined and assessed for their historical significance. Six trails were developed covering the surrounding areas of Blackburn, Box Hill, Burwood, Mitcham and Nunawading, Mont Albert and Surrey Hills, Vermont and Forest Hills, with 141 sites identified in the Heritage Trail brochures. From this process 38 sites from the 141 sites of note were deemed suitable by the working party for a Heritage Trail Interpretative Panel to be installed within the municipality across six trails and corresponding Trail Brochures.

The Park Heritage Signs is a second type of Heritage signs installed in parks providing information relating to the history of a parks name or significant historical information relating to an area. The Park Heritage signs commenced after the Heritage Trail Interpretative Panels project was completed. The installation of these signs is an ongoing project, with new park signs added as significant historical information becomes available and in line with the Policy. The request for a heritage sign in Heatherdale Reserve would be considered to be a Park Heritage Sign, not linked to a heritage trail or trail brochure.

11.2
(cont)

The Findlay Family

History on the Findlay family reveals, Allen and Ida Findlay purchased their property in what is now Heatherdale Reserve in the early 1930s. The Findlay's planted a tree on their land for the birth of each of their six children. The set of trees that were planted to commemorate the births of the Findlay children include English Oak, Pin Oak, Mulberry, and Crab Apple Trees in the Reserve. A row of cypress trees were planted from Purches Street, down the side of the driveway to Allen and Ida's house. The area where the house was sited is now preserved as green open space within Heatherdale Reserve.

Officers were also able to source oral history evidence from Allen and Ida Findlay's daughter, Wilma Findlay, recounting her childhood memories of her time at Vermont Primary School and that the family had owned a property in Scott Street Mitcham, which is nearby but not in Heatherdale Reserve.

Discussion and Options

In cases where the community request does not meet Council's Plaques and Memorials in Council Public Open Space Policy criteria, Council may offer an alternative. Depending again on merit, local historical information can be added online to 'Whitehorse Heritage and Artists' Trail' on Council's website. Although the Findlay family story recognising the planting of six trees in Heatherdale Reserve is not of significance, it is of human interest and a digital pin is a recommended option.

Trail Map: [Trail Map link](#)

SUPPORTING REPORT DETAILS

Legislative and Risk Implications

There are no legal or risk implications arising from the recommendation contained in this report.

Equity, Inclusion, and Human Rights Considerations

In developing this report to Council, the subject matter has been considered in accordance with the requirements of the *Charter of Human Rights and Responsibilities Act 2006*.

It is considered that the subject matter does not raise any human rights issues.

Community Engagement

Officers have consulted with the Whitehorse Historical Society in consideration of the request made by the Heatherdale Community Action Group.

11.2
(cont)

Financial and Resource Implications

The cost for the installation for the design, fabrication and installation of a heritage panel is approximately \$4,500 plus officer time. It should be noted any ongoing maintenance or future replacement of the panel would incur future costs to Council.

The cost of the online digital option can be achieved without cost implication.

Innovation and Continuous Improvement

There are no Innovation and Continuous Improvement matters arising from the recommendation contained in this report.

Collaboration

If the project was to proceed further collaboration would be undertaken with the Whitehorse Historical Society and HCAG in finalisation of the copy for the heritage sign.

Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

Conclusion

The Findlay family history of planting trees to acknowledge the birth of their six children is personally important and these tree remain today. From a heritage perspective, this historic information does not reflect *substantial contribution to the Whitehorse community*.

The next step would be to action a digital pin to reflect this historical information for Heatherdale Reserve as the appropriate mechanism

11.3 Records of Informal Meetings of Councillors

RECOMMENDATION

That the record of Informal Meetings of Councillors be received and noted.

Community Grants Panel Meeting 15.06.22 6.00pm-8.00pm		
Matter/s Discussed:	Councillors Present	Officers Present
<ul style="list-style-type: none"> Community Grants applications for the 2022/2023 Review of the Community Grants Program 	Cr Liu (Mayor & Chair) Cr Massoud (Deputy Mayor) Cr Barker Cr Carr Cr Cutts Cr Lane Cr McNeill Cr Skilbeck Cr Stennett Cr Davenport Cr Munroe	D Seddon M D'Arcy K McNamara
Disclosures of Conflict of Interest	Cr Liu – Taiwanese Business Association	
Councillor /Officer attendance following disclosure	Cr Liu left the meeting at 7.20pm and returned to the meeting at 7.25pm	
Councillor Briefing Library Strategy 23.06.22 6.30pm -8.40pm		
Matter/s Discussed:	Councillors Present	Officers Present
<ul style="list-style-type: none"> Provisions of Local Government Act 2020 relating to Libraries Options and considerations 	Cr Liu (Mayor & Chair) Cr Massoud (Deputy Mayor) Cr Barker Cr Carr Cr Cutts Cr McNeill Cr Skilbeck Cr Davenport Cr Munroe	S McMillan L Letic S Cann S Sullivan V Ferlaino
Disclosures of Conflict of Interest	None Disclosed	
Councillor /Officer attendance following disclosure	None Disclosed	

11.3
(cont)

Councillor Informal Briefing 27.06.22 6.32pm -7.00pm		
Matter/s Discussed:	Councillors Present	Officers Present
<ul style="list-style-type: none"> 11.4 Adoption of Proposed Budget 2022/2023 	Cr Liu (Mayor & Chair) Cr Massoud (Deputy Mayor) Cr Carr Cr Cutts Cr Lane Cr McNeill Cr Skilbeck Cr Stennett Cr Davenport Cr Munroe <u>Apology</u> Cr Barker	S McMillan J Green L Letic S Cann S White S Sullivan C Clarke V Ferlaino P Moore K Podolak S Kalafatis A McCarthy
Disclosures of Conflict of Interest	None Disclosed	
Councillor /Officer attendance following disclosure	Cr Davenport arrived at 6.37pm to the meeting	
Councillor Briefing 04.07.22 6.32pm -8.55pm		
Matter/s Discussed:	Councillors Present	Officers Present
<ul style="list-style-type: none"> Whitehorse Business Group: Annual Presentation Guiding Principles for the Development of Community Facility Pricing Frameworks Public Open Space Reserve Confidential Matter Draft Agenda 11 July 2022 CEO Employment Matters Committee – Independent Advisor 	Cr Liu (Mayor & Chair) Cr Massoud (Deputy Mayor) Cr Lane Cr McNeill Cr Skilbeck Cr Davenport Cr Munroe <u>Apologies</u> Cr Barker Cr Carr Cr Cutts Cr Stennett	S McMillan J Green L Letic S White S Sullivan V Ferlaino C Atlan R Johnson
Disclosures of Conflict of Interest	None Disclosed	
Councillor /Officer attendance following disclosure	None Disclosed	

12 COUNCILLOR DELEGATE AND CONFERENCE / SEMINAR REPORTS

12.1 Reports by Delegates

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

RECOMMENDATION

That the reports from delegates be received and noted.

12.2 Reports on Conferences/Seminars Attendance

RECOMMENDATION

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

13 CONFIDENTIAL REPORTS

RECOMMENDATION

That in accordance with Section 61 (1) and 66 (2)(a) of the Local Government Act 2020 the Council should resolve to go into camera and close the meeting for the consideration of this item, as the matter to be discussed is confidential information for the purposes of section 3 (1) of the *Local Government Act 2020*, because it is or (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage (Section 3(1)(g(ii))).

The matter relates to commercially sensitive potential land exchange involving Council owned land.

14 Close Meeting