



MELTON CITY COUNCIL

Notice is hereby given that the Ordinary Meeting of the Melton City Council will be held at Taylors Hill Youth and Community Centre, 121 Calder Park Drive, Taylors Hill on 6 March 2017 at 7.00pm.

THIS AGENDA CONTAINS REPORTS TO BE DEALT WITH AT A CLOSED MEETING OF COUNCIL

Kelvin Tori
CHIEF EXECUTIVE

Visitors to the Gallery please note:

Proceedings at Council meetings are controlled by the Chairperson. The Chairperson is empowered to enforce the provision of Council's Local Law, which includes the following aspects:

- **Silence** must be maintained by members of the public in the gallery at all times. A visitor to the gallery must not interject or take part in the debate that occurs in the Chamber.
- Members of the public in the gallery must not operate **recording equipment** at a Council or Special Committee Meeting without the prior written consent of Council.
- **Question time** is available at every Ordinary Meeting to enable members of the public to address questions to Council. All questions must be received by the Chief Executive Officer or other person nominated for this purpose no later than:
 - i) 5 pm on the day of the Ordinary Meeting if questions are submitted into the receptacle designated for public questions outside the Council Chamber
 - ii) 5pm on the day of the Ordinary Meeting if questions are submitted by electronic medium as per Council website directions.

A person must not submit more than two (2) individual questions at a meeting, inclusive of all parts and variants as interpreted by the Chairperson or other person authorised for this purpose by the Chairperson. The person directing the question must be present in the gallery at the time the question is to be dealt with for it to be valid.

- It is an offence for any person, not being a Councillor, who is guilty of any improper or disorderly conduct to not leave the meeting when requested by the Chairperson to do so.
Penalty: 20 Penalty Units
- It is an offence for any person to fail to obey a direction of the Chairperson relating to the conduct of the meeting and the maintenance of order.
Penalty: 20 Penalty Units

A penalty unit for a Local Law made under Part 5 of the *Local Government Act 1989* is \$100 in accordance with s110(2) of the *Sentencing Act 1991*.

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1. OPENING PRAYER AND RECONCILIATION STATEMENT

The Chairperson will read the opening prayer and reconciliation statement.

Prayer

'Almighty God we humbly beseech Thee to vouchsafe Thy blessing upon this Council, direct and prosper its deliberations to the advancement of Thy glory and the welfare of the people whom we serve – Amen.'

Reconciliation Statement

Melton City Council acknowledges that the land it now occupies has a history that began with the Indigenous occupants, the Kulin Nation. Council pays its respects to the Kulin Nation people and their Elders and descendants past and present.

2. APOLOGIES AND LEAVE OF ABSENCE

The Chairperson will call for any apologies received from any Councillors who are unable to attend this meeting.

3. CHANGES TO THE ORDER OF BUSINESS**4. DEPUTATIONS****5. DECLARATION OF ANY PECUNIARY INTEREST, OTHER INTEREST OR CONFLICT OF INTEREST OF ANY COUNCILLOR**

Pursuant to Section 77A, 77B, 78 and 79 of the Local Government Act 1989, any Councillor must declare any direct or indirect interest, and any conflict of interest, in any items contained within the Notice Paper.

6. ADOPTION AND CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**RECOMMENDATION:**

That the Minutes of the Ordinary Meeting of Council held on 6 February 2017 and the Minutes of the Special Meeting of Council held on 20 February 2017 be confirmed as a true and correct record.

7. RECORD OF ASSEMBLY OF COUNCILLORS**7.1 RECORD OF ASSEMBLY OF COUNCILLORS IN ACCORDANCE WITH SECTION 80A(1) OF THE LOCAL GOVERNMENT ACT 1989**

- 6 February 2017 Record of Assembly of Councillors
- 13 February 2017 Record of Assembly of Councillors
- 20 February 2017 Record of Assembly of Councillors
- 27 February 2017 Record of Assembly of Councillors

RECOMMENDATION:

That the Record of Assembly of Councillors dated 6 February, 13 February, 20 February and 27 February 2017 attached to this Agenda be received and noted.

LIST OF APPENDICES

1. 6 February 2017 Record of Assembly of Councillors
2. 13 February 2017 Record of Assembly of Councillors
3. 20 February 2017 Record of Assembly of Councillors
4. 27 February 2017 Record of Assembly of Councillors

8. CORRESPONDENCE INWARD

Nil.

9. PETITIONS AND JOINT LETTERS

The Chief Executive will table any petitions and/or joint letters received prior to this meeting.

10. RESUMPTION OF DEBATE OR OTHER BUSINESS CARRIED OVER FROM A PREVIOUS MEETING

10.1 NOTICE OF MOTION 443 (CR KESIC)

Councillor: Goran Kesic - Councillor

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 12 December 2016.

MOTION:

That commencing Christmas 2017 Council financially support up to \$10,000 'In Church', or in their absence an alternate community organisation, to provide a community level 'Carols by Candlelight' event in Caroline Springs.

OFFICER'S COMMENTS:

Council currently fully funds and manages a major Christmas Carols event each year, in which up to 5,000 community members attend free-of-charge. Amateur community and schools perform prior to a secular professional program, which includes an appearance from Santa. The event has shown strong growth since its inception in 2013 and has returned consistently positive feedback from attendees.

Prior to the current format, Council held up to three small scale events across the municipality, including an event in conjunction with and located at a local primary school. A strategic review of the Carols program found that low community attendance and high fixed logistical and operational costs was unsustainable, and the current format was recommended for adoption over a phased two year period.

Should Council elect to carry the motion as foreshadowed, assuming INChurch would be amenable to hosting a Carols event in Caroline Springs, it would be a simple process for Council in which there is no legal or operational impediment and an adjustment would need to be made in the midyear budget review to accommodate this request.

Most usually, community groups wishing to access Council funding for community initiatives and projects are encouraged to apply through the annual budget process or through Councils extensive grants program.

11. PUBLIC QUESTION TIME

12. PRESENTATION OF STAFF REPORTS

12.1 AUTHORISATION OF AFFIXING THE COMMON SEAL OF COUNCIL

Author: Dominique Roberts - Governance Officer
Presenter: Kel Tori - Chief Executive Officer

PURPOSE OF REPORT

For Council to adopt the schedule of documents requiring the Common Seal of Council.

RECOMMENDATION:

That the Council Seal be affixed to the documentation as detailed in the Schedule for Authorising of Affixing of the Common Seal of Melton City Council dated 6 March 2017.

REPORT

1. Executive Summary

Documents requiring the Common Seal of Council to be affixed are detailed in **Appendix 1**.

2. Background/Issues

Use of the Council Seal is required where Council, as a body corporate, executes a document.

The *Local Government Act 1989* (S.5(2) and (3)) prescribes that a Council must have a common seal, and that the common seal must –

- a. bear the name of the Council (which name may refer to the inhabitants of the municipal district) and any other word, letter, sign or device the Council determines should be included; and
- b. be kept at the Council office; and
- c. be used in accordance with the local laws of the Council.

Council's Meeting Procedure Local Law (2013) prescribes the use of Council's Common Seal and the authorized officers who must be present and sign every document to which the common seal is affixed.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

2. *A Well Governed and Leading Organisation: Operating with innovation, transparency, accountability and sustainability*
 - 2.6 *Ensure timely compliance with statutory and regulatory obligations.*

4. Financial Considerations

There are no financial considerations relating to the use of the Council Seal.

5. Consultation/Public Submissions

Not applicable.

6. Risk Analysis

Ensuring that the Council Seal is only affixed in accordance with a resolution of Council controls the potential risk of the Seal being incorrectly affixed to a document.

7. Options

Not applicable.

LIST OF APPENDICES

1. Schedule for Authorising of Affixing the Common Seal - dated 6 March 2017

12.2 ADVISORY COMMITTEES OF COUNCIL - AGGREGATED MEETING MINUTES

Author: Tracy Spiteri - Governance Coordinator
Presenter: Kel Tori - Chief Executive Officer

PURPOSE OF REPORT

To present the aggregated minutes of Advisory Committee meetings yet to be considered by Council.

RECOMMENDATION:

That Council:

1. note the minutes of Advisory Committee meetings at **Appendix 1**
2. adopt recommendations arising within the Minutes.

REPORT

1. Executive Summary

In accordance with section 3(1) of the *Local Government Act* 1989 (the Act), Council may establish a) Advisory Committees for the purpose of providing advice, or b) Special Committees which are delegated powers, duties or functions of Council. The establishment of an Audit Committee, considered an Advisory Committee of Council, is dealt with under section 139 of the Act.

A Council appointed Advisory Committee meeting where at least one Councillor attends and which considers matters that are intended or likely to be the subject to a decision of Council, is considered an assembly of Councillors. In accordance with section 80A of the Act, a written record of an assembly of Councillors must, as soon as practicable, be reported at an ordinary meeting of the Council. The minutes of the Advisory Committees attached to this report forms the written record of the assembly detailing matters considered and any Councillor conflicts disclosed.

2. Background/Issues

Advisory Committees are established by a resolution of Council. The role of an Advisory Committee, including the limits of power, are clearly defined in the Terms of Reference adopted by Council.

The membership of Committees will vary depending upon its specific role. Committee membership will generally comprise a Councillor/s, council staff and community representatives and may include key stakeholders, subject matter experts and/or community service providers and organisations.

Councillor representation on Advisory Committees is generally for one year and is reviewed annually at the Statutory Meeting of Council. Councillor representation on current Council Committees and to other organisations for 2017 were adopted by Council at the Ordinary Meeting held 21 November 2016.

Advisory Committees meet regularly during the year and minutes of all meetings are scheduled to be presented at the next Ordinary Meeting of Council.

Advisory Committee Meetings minutes attached to this report for Council acknowledgement and endorsement:

Meeting Date	Advisory Committee	Attached
8 December 2016	Heritage Advisory Committee	Appendix 1

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

2. A Well Governed and Leading Organisation: Operating with innovation, transparency, accountability and sustainability

2.3 Facilitate community engagement in planning and decision making

4. Financial Considerations

Advisory Committees are not responsible for operational expenditure and cannot direct Council officers to act without the consent of Council. Operational expenses and administrative actions arising from an Advisory Committee meeting are accommodated within Council's recurrent budgets, unless otherwise requested within the minutes of the meeting and detailed in a recommendation to Council for consideration.

5. Consultation/Public Submissions

Advisory Committees are one method of Council consulting and communicating with the community. Such a Committee may be established to provide strategic level input into a broad area of Council operations, such as community safety or arts and culture. An Advisory Committee may also be established for a specific time-limited project, such as a review of a Local Law.

6. Risk Analysis

With a mandatory responsibility to report to Council and restricted to making recommendations for Council consideration, risks attached to Advisory Committee actions are substantially mitigated.

It is prudent for Council to carefully consider any and all recommendations arising from Advisory Committee minutes, as Advisory Committees may canvass significant issues and significant expenditure in their deliberations.

7. Options

Advisory Committees are a Committee of Council, therefore Council has the discretion to accept, reject, amend or seek further information on any of the Committee minutes and/or recommendations.

LIST OF APPENDICES

1. Heritage Advisory Committee Meeting Minutes - dated 8 December 16

12.3 MILITARY COMMEMORATION INVESTMENT ADVISORY COMMITTEE - TERMS OF REFERENCE AMENDMENT AND APPOINTMENT OF COUNCILLOR MEMBERS.

Author: Daniel Hogan - Manager Engagement & Advocacy
Presenter: Peter Bean - General Manager Corporate Services

PURPOSE OF REPORT

To amend the Terms of Reference of the Military Commemoration Investment Advisory Committee and appoint Councillor representation.

RECOMMENDATION:

That Council:

1. adopt the amended Terms of Reference (**Appendix 2**) for the Military Commemoration Investment Advisory Committee
2. appoint all Councillors as representatives of the Military Commemoration Investment Advisory Committee.

REPORT

1. Executive Summary

The Military Commemoration Investment Advisory Committee (the Committee) was established through Policy Review Panel meeting 30 June 2016 and Ordinary Meeting of Council 22 August 2016.

The Committee was formed to:

1. provide a method in which external and internal proposals for Council investment in military commemorations of any nature are considered
2. to ensure that any form of Council investment in military service commemoration is appropriate and considered
3. to ensure that the growth and number of military service commemorations of any nature within the municipality is appropriately and sensitively managed.

The Committee is yet to be formed and requires appointment of the membership.

Under the current Terms of Reference (ToR), membership comprises the Mayor and two (2) Councillors, General Manager Corporate Services and General Manager Community Services.

An extension of Councillor representation is sought to facilitate the appointment of all Councillors as members of the Committee in addition to the Mayor.

Appointment will enable the first meeting of the Committee to be called to consider applications from RSL sub-branches and other community groups seeking to commemorate military history.

2. Background/Issues

Over recent years, Council has experienced an increasing number of applications for various forms of assistance or support for military commemoration purposes from a wide range of community groups including RSL sub-branches.

Consequently, appropriate governance measures are required to ensure considered Council investment.

The Military Commemoration Investment Advisory Committee, making recommendations to Council for endorsement, is the structure in which Council will consider proposals.

The Committee is yet to have membership appointed, and is consequently yet to be formed.

In order to facilitate formation, the current Terms of Reference (**Appendix 1**) must be amended, specifically;

4.1. Membership

4.1.1 The Committee will be comprised of the Mayor and two (2) Councillors, General Manager Corporate Services and General Manager Community Services

4.2. Method of Appointment

Membership is by direct appointment.

It is proposed, as per amended Terms of Reference at **Appendix 2**, that 4.1.1. be amended to include all Councillors, and the method of appointment described under 4.2 be amended to become a decision of Council. In addition, *4.3 Term of Membership* be included as perpetual.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

2. A Well Governed and Leading Organisation: Operating with innovation, transparency, accountability and sustainability

2.2 Provide levels of service that balance community need with organisational capacity

4. Financial Considerations

Nil.

5. Consultation/Public Submissions

The purpose of the Committee is to consider public requests for Council assistance or support for military commemoration purposes.

6. Risk Analysis

There are financial and reputational risks to Council should appropriate governance measures not be established to control Council investment in military commemoration activities and assets.

The formation of the Committee under the revised Terms of Reference significantly mitigates this risk.

7. Options

Council may choose:

1. not to revise the Terms of Reference and maintain Councillor representation at the current level
2. to appoint alternative Councillors to the Committee other than recommended.

LIST OF APPENDICES

1. Current Terms of Reference - Military Commemoration Investment Advisory Committee - dated 22 August 2016
2. Proposed Terms of Reference - Military Commemoration Investment Advisory Committee - dated February 2017

12.4 COUNCILLOR ALLOWANCE

Author: Christine Denyer - Manager Legal and Governance
Presenter: Christine Denyer - Manager Legal and Governance

PURPOSE OF REPORT

To advise Council in relation to Councillor and Mayoral allowances and to formally commence the required review of allowances for the 2016-2020 term of office in accordance with section 74 of the *Local Government Act 1989*.

RECOMMENDATION:

That Council:

1. publicly advertise the proposed Councillor and Mayoral allowances for the Council term 2016-2020 based on a Councillor allowance of \$29,630 and a Mayoral allowance of \$94,641 being the maximum amount allowable rates for a category 3 Council
2. schedule a meeting to hear any submissions requested to be made in person at the end of the 28 day period in accordance with section 223(1)(iv)
3. receive a further report at a future Council meeting before 30 June 2017.

REPORT

1. Executive Summary

Section 74(1) of the *Local Government Act 1989* ("the Act") requires a Council to review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 6 months after a general election or by the next 30 June, whichever is later.

The minimum and maximum levels of allowances are determined by the Minister in accordance with section 73B(2) of the Act. Council is required to determine the level of allowance within the range set by the legislation.

At present, within category 3, the Councillor and Mayoral allowances are set at the maximum allowable limits. It is proposed that this be the continuing rate for the current Council term 2016-2020.

Council is required by the Act, and in any event, should publicly notify the community of these rates of allowance including providing an opportunity to be heard in person, should any person indicate a willingness to do so.

Once any written and oral submissions have been received a further report will be presented to Council in order for it to make a final decision.

2. Background/Issues

Section 74(1) of the *Local Government Act 1989* ("the Act") requires a Council to review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 6 months after a general election or by the next 30 June, whichever is later.

As a result of the review, a Council may determine to retain its current allowances or vary them to different amounts within the range and limit applicable to its category.

There are currently three categories of Councils essentially based on size, budget and population. The City of Melton is a Category 3 Council. Category 3 is the highest category. Council has been placed in that category by the Minister acting on behalf of the State Government.

The following maximum allowance ranges and limits apply to Category 3 as at 1 December 2016:

Councillors	Mayor
\$12,367 - \$29,630	Up to \$94,641

The minimum and maximum levels of allowances are determined in accordance with section 73B(2) of the Act. Council is required to determine the level of allowance within the range set by the legislation.

An amount equivalent to the superannuation guarantee contribution under Commonwealth taxation legislation (currently 9.5%) is payable in addition to the allowance amounts.

Councillors are also entitled to be reimbursed for out-of-pocket expenses incurred in the performance of their duties in accordance with Council's local policy.

At present, within category 3, the Councillor and Mayoral allowances are set at the maximum allowable limits as follows:

	Councillor	Mayor
Allowance	\$29,630	\$94,641
In lieu of superannuation (currently 9.5%)	\$2,815	\$8,990
Total Payment	\$32,445	\$103,631

Once set, the allowances determined by Council will remain in place until the next review after the 2020 general elections, subject to any adjustments applied by the Minister under section 73B of the Act. That section compels the Minister to review the category limits on an annual basis having regard to the levels of remuneration of executives within the meaning of the *Public Administration Act 2004*. Any adjustment factor must be published in the Government Gazette. The last increase was 2.5% and was effective from 1 December 2016, published in the Government Gazette G47 on 24 November 2016.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

2. A Well Governed and Leading Organisation: Operating with innovation, transparency, accountability and sustainability

2.6 Ensure timely compliance with statutory and regulatory obligations

4. Financial Considerations

The allowance is currently set at the maximum within category 3. The recommendation is that this maximum rate again be set.

When the current budget was set Council anticipated and made allowance for two more Councillors at the maximum rate within category 3.

With nine Councillors including one Mayor, the total annual cost of allowances is proposed to be \$363,191 per annum, not including reimbursement for out-out-pocket expenses (with an amount in lieu of superannuation at 9.5%).

5. Consultation/Public Submissions

Section 223 of the Act provides an opportunity for public submissions on the review of the Mayoral and Councillor allowances to be made within 28 days of being advertised. Any person who wishes to make a submission is entitled to request in his/her submission that he/she wishes to appear in person or to be represented by a person specified in their submission.

6. Risk Analysis

Council must review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 6 months after a general election or by the next 30 June, whichever is later or else it will be in breach of the Act.

7. Options

Propose a lower rate for either or both of the Councillor and/or Mayor rate within category 3 and publicly advertise such lower rate(s) and then seek a further officer's report following the receipt of any public submissions.

LIST OF APPENDICES

Nil

12.5 COUNCIL ANNUAL ACTION PLAN SECOND QUARTER PROGRESS REPORT

Author: Bob Baker - Corporate Planning and Performance Coordinator
Presenter: Peter Bean - General Manager Corporate Services

PURPOSE OF REPORT

To provide the second quarter update on the progressive achievement of the Council's 2016-17 Annual Action Plan.

RECOMMENDATION:

That Council receive and note the 2016-17 Annual Action Plan Second Quarter Progress Report (1 October – 31 December 2016) as presented at **Appendix 1**.

REPORT

1. Executive Summary

The 2013-2017 Melton City Council Plan is prepared in accordance with the Local Government Act 1989. The Plan is reviewed on an annual basis to adapt to the evolving needs of our growing community.

Each year, Council produces an Annual Action Plan identifying the activities and initiatives that Council will work towards achieving, which respond to the strategic outcomes and strategies identified in the Council Plan. This is aligned with the Council's annual budget development process.

The progressive achievement of the Annual Action Plan is reported at the conclusion of each quarter of the financial year, with a final summary provided at the conclusion of each financial year, through the production of Council's Annual Report.

Appendix 1 provides detail on activity for the second quarter (1 October - 31 December 2016), inclusive of the first six months of the financial year period (1 July - 31 December 2016), in the progressive achievement of the 2016-17 Annual Action Plan.

2. Background/Issues

The Council Plan is Council's primary vision and strategic planning document that establishes the direction Council has committed to for its term of office (4 years). The Council Plan contains objectives, strategies and performance indicators.

Each year Council provides a range of services, activities and initiatives for the community. These key strategic activities and new initiatives are included in the development of an Annual Action Plan.

The 2016-17 Annual Action Plan provides 149 actions that Council has committed to deliver. Council provides the community with quarterly progress reports that support Council's commitment in providing transparency, through public access to relevant information, decision making and strategic documents.

Appendix 1 provides a detailed summary on the status of each action in the 2016-17 Annual Action Plan, inclusive of the period from 1 July-31 December 2016.

The following table provides summary of progress against actions.

Status	Description	Number of actions
Achieved	The Action is completed.	14
On track	The Action is progressing on target to be achieved within the timeline.	122
Not On Track	Work associated with the Action has been delayed impacting on the current timeframe. An explanation of the cause and remedial action is provided in the 'comments' column with the revised due date.	10
Postponed	The Action has been deferred for the financial year due to circumstances outside Councils control. An explanation has been provided.	3
Total		149

Key achievements this quarter include:

- The Atherstone Regional Playspace was opened to the public in November 2016
- The Seniors Festival was delivered in October 2016
- Stage 2 of the Pride of Melton project has been completed and is open for public use

Upon Council receipt of this update, the Progress Report will be published on Council's website.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

2. A Well Governed and Leading Organisation: Operating with innovation, transparency, accountability and sustainability

2.1 Build community trust through socially responsible governance for long term sustainability

4. Financial Considerations

Initiatives and activities delivered from the Action Plan are contained within the Council approved 2016-17 Budget.

5. Consultation/Public Submissions

The 2013-17 Council planning process involved extensive consultation with stakeholders including the community, Council staff, government agencies, community organisations and private industry. This process resulted in the publication of the 2013-2017 Melton City Council Plan. The 2016-17 Council Annual Action Plan is prepared from internal consultation of Council management.

6. Risk Analysis

Nil

7. Options

Nil

LIST OF APPENDICES

1. 2016-17 Annual Action Plan Progress Report - dated 1 October to 31 December 2016

12.6 RESPONSE TO NOTICE OF MOTION 440 - POTENTIAL SITES FOR A DOG OFF LEAD PARK IN DIGGERS REST

Author: Adrian Cope - Open Space Planning Coordinator
Presenter: Maurie Heaney - General Manager Community Services

PURPOSE OF REPORT

To provide Council a response to Notice of Motion 440 tabled at the Ordinary Meeting of Council on 12 December 2016.

RECOMMENDATION:

That Council refers the provision of a 'dog off lead park' to the review of the Diggers Rest Recreation Reserve master plan.

REPORT

1. Executive Summary

This report has been prepared in response to Notice of Motion 440, tabled at the Ordinary Meeting of Council on 12 December 2016;

“That Council Officers investigate potential sites in Diggers Rest for a dog off lead park and report back to Council within three months with indicative costing.”

This report outlines issues identified in the investigation and provides a site suitable for further investigation for a dog off lead park and the indicative cost of construction.

2. Background/Issues

Dog Off Lead Park History

Council has considered the matter of off lead parks on a number of previous occasions.

A report was prepared in response to a petition tabled at the Ordinary Council Meeting of 8 February 2010. The report, tabled at the Ordinary Meeting of 1 March 2010, recommended that Officers prepare a new initiative to be considered in the 2010/11 budget process for the introduction of dog off lead areas within the Shire.

At the Ordinary Meeting of 21 July 2011, Council endorsed the following recommendations in relation to the creation of fenced dog parks, that Council:

1. Approve fenced dog off lead areas at Boronia Drive Reserve, Hillside and Navan Park, Melton West.

The evaluation report was tabled at the Ordinary Meeting of 20 September 2012 which recommended that Council:

1. Retain fenced dog off lead parks at Boronia Drive Reserve, Hillside and Navan Park, Melton West
2. Approve infrastructure upgrades at the fenced dog off lead parks to provide additional shade and seating from existing 2012/13 Council budgets
3. Consider funding initiatives for further infrastructure upgrades, i.e. drinking water, pathways, car parking as part of the 2013/14 budget process

4. Inform dog park users and local residents of the outcome of the 12 month review.

The two off lead parks within the municipality are located within district level passive parks which provide a range of social and recreational facilities for the community.

Council is currently establishing an off lead area at Fraser Street Reserve, Melton South as part of the redevelopment of this reserve.

The existing off lead parks are approximately 4,000 square metres in area and have proven to be very popular. Anecdotal evidence indicates that these parks are well used and Council has also received a number of requests for further embellishment of the sites for the provision of activities and elements such as mounds, jumps and pipes to create a more interesting environment for the dogs. Photos of the off lead dog parks are attached at **Appendix 1**.

Whilst there is no definitive standard for the size of a dog off lead park, the experience associated with both Navan Park and Boronia Drive Reserve suggests that the 4,000 square metres should be regarded as a minimum area for such a facility, thereby providing sufficient space for the animals to use as well as providing the opportunity to establish grass and natural shade.

Diggers Rest has limited open space of sufficient size available for off lead areas. The three sites which have been identified as having sufficient area to support an off lead park are:

- **Diggers Rest Recreation Reserve**

Diggers Rest Recreation Reserve, a district level reserve, is currently 8.09 hectares but will increase by approximately 2 hectares with the provision of land from the Bloomdale development. This land is provided to meet the recreational needs of the community.

The recreation reserve master plan is currently being reviewed and consultation will be undertaken with the sports clubs that use the reserve as well as the broader community. This is an opportunity to include the provision of an off lead park whilst maximizing the reserve for both sporting and social infrastructure and has therefore been included in the scope of the master plan review.

- **Norm Raven Reserve**

Norm Raven Reserve is a local reserve located at 28-38 Glitter Road and is surrounded by residential properties. The reserve abuts the St Genevieve residential development, thereby increasing the existing reserve from 1.12 hectares to 1.9 hectares. The extension of the reserve has resulted in a redesign and incorporation of drainage assets resulting in limited opportunity for an off lead area of sufficient scale.

- **Punjel Drive Reserve**

Punjel Drive Reserve is located at 9 Punjel Drive, Diggers Rest and is a local reserve of 9,639 square metres. The reserve has a narrow frontage of 15 metres to Punjel Drive and is located with a low density residential area of Diggers Rest. There is sufficient space for the provision of an off lead park at this site, but given the popularity of existing off lead dog parks, parking in this residential area by users of the park is likely to result in disruption to the residents of the area.

All reserves were assessed during the 2013 review of Parks and Reserves. A copy of these assessments is attached as **Appendix 2**.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

4. Community Health and Wellbeing: A City of people leading healthy and happy lives

4.3 Encourage our community to be physically active and healthy

4. Financial Considerations

It is estimated that a dog off lead park will require 260 linear metres of fencing along with a range of activities and shade provision. The estimate is as follows:

Fencing:	\$25,000
Shelter:	\$15,000
Seating:	\$ 7,500
Dog activities:	\$15,000
Landscaping:	\$15,000
Water:	\$10,000
TOTAL:	\$87,500

5. Consultation/Public Submissions

No consultation has been undertaken for an off lead park in Diggers Rest at this stage. This would take place as part of the Diggers Rest Master Planning community engagement process.

6. Risk Analysis

The provision of off lead parks provides recreational opportunities for a wide range of community members and the current locations of off lead parks in Navan Park and Boronia Drive Reserve provide limited access to residents of Diggers Rest.

7. Options

Council has the option to:

1. Endorse the Officer's Recommendation provided in the Report;
2. Not proceed with an additional dog off lead park in Diggers Rest;
3. Fund the dog off lead park initiative in the 2017/18 budget process.

LIST OF APPENDICES

1. Appendix 1 - Existing Dog Off Lead Parks - undated
2. Appendix 2 - Park Assessments –Norm Raven Reserve dated 3 June, 2013, Punjel Drive Reserve dated 3 June 2013 and Diggers Rest Rec Reserve dated 30 May 2013

12.7 FEDERAL GOVERNMENT BUILDING BETTER REGIONS FUND (FUNDING APPLICATION)

Author: Troy Scoble - Manager Recreation & Youth
Presenter: Maurie Heaney - General Manager Community Services

PURPOSE OF REPORT

To provide an overview of Council's funding application to the Federal Government's Building Better Regions Fund.

RECOMMENDATION:

That Council note that the submission for the MacPherson Park Building Better Regions Fund has been submitted to the Department of Industry, Innovation and Science on Tuesday 28 February 2017.

REPORT

1. Executive Summary

The Federal Government recently announced a funding program, Building Better Regions Fund (BBRF). The BBRF aims to boost social and economic development and enhance community facilities and leadership capacity by funding infrastructure projects, and community building activities in regional and remote communities across Australia. The Federal Government has committed \$297.7 million to the funding program over a 4 year period commencing 2017.

Council has submitted an application in round one (1) of this funding program for 'The Next Big M - Evolution of Macpherson Park' project. The project will deliver a major redevelopment of the Macpherson Park Recreation Reserve including major infrastructure upgrades (building, and playing fields), increased in passive recreation and leisure opportunities and civic upgrades to Macpherson Park (**Appendix 1** – Project location map).

The total project cost is estimated at \$20m with \$10m sought from the BBRF. As per the funding guidelines, Council is required to provide a minimum of matched dollar for dollar funding.

Submissions closed on 28 February 2017 and outcomes will be known by the end of May 2017.

2. Background/Issues

The BBRF aims to boost social and economic development and enhance community facilities and leadership capacity by funding infrastructure projects and community building activities in regional and remote communities across Australia. The program has been designed to achieve the following outcomes in regional and remote communities:

- create jobs
- have a positive impact on economic activity, including Indigenous economic participation through employment and supplier use outcomes,
- enhance community facilities
- enhance leadership capacity
- encourage community cohesion and sense of identity.

All infrastructure projects must commence construction within 12 weeks of executing a funding agreement once projects have been announced and completed by end of 2019.

Council submitted a round one (1) application for The Next Big M – Evolution of Macpherson Park project. The project will deliver a major redevelopment of the Macpherson Park Recreation Reserve including major infrastructure upgrades (building and playing fields), increased in passive recreation and leisure opportunities and civic upgrades to Macpherson Park.

Project Overview

The Next Big M – Evolution of Macpherson Park project will deliver a critical revitalisation of Macpherson Park. This project will reinterpret the existing natural assets, and current active lifestyle uses, to create a welcoming, safe and new regional community event and tourism destination that improves rural and regional liveability in the West.

Through smart design, rationalisation of infrastructure that encourages new community and commercial organisations to reside, the project will include, but not be limited to a wide range of lifestyle enhancement, targeted social justice community development and environmental sustainability group activities.

Existing and new partnerships will be mobilised to support regional activation of the facility. Perception and actual levels of safety will be improved and multipurpose community spaces will provide avenues for increasing social cohesion.

Applications will be assessed against the following criteria:

- a. economic benefit
- b. social benefit
- c. value for money
- d. capacity/capability and resources to carry out the project.

An application was submitted on 28 February 2017. The application was extensive and included attachments such as:

- letters of support from existing sporting clubs, local and state sporting associations including Melton Football Netball Club, Melton Cricket Club, Friends of Melton Equestrian Park, Melton Rugby Union Football Club, Melton Rugby League Club, Melton Racing Pigeon Club, Melton Phoenix Soccer Club, North West Titans Baseball Club, Victoria Blokart Association, Ballarat Football Netball League, AFL Goldfields, AFL Victoria, NRL Victoria, Netball Victoria
- letters of support from additional community groups including Victoria Police, Scouts Victoria
- project concepts and costings
- project management plan
- business case
- procurement plan
- risk management plan
- asset management plan.

The submission involved a whole of organisation collaborative effort from staff across Community Services, Planning and Development and Corporate Services.

Announcements of successful projects are expected to be end of May 2017.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth: A clear vision to connect and develop a sustainable City

1.1 Strategically plan for a well designed and built City

1.2 Build a sense of place through an engaging range of community facilities and shared open spaces

4. Financial Considerations

The total project cost is estimated at \$20m with \$10m sought from the BBRF. As per the funding guidelines, Council is required to provide a minimum of a matched dollar for dollar funding. Councils Capital Works Program proposes an allocation for funding toward this project in the next financial year's budget.

5. Consultation/Public Submissions

Extensive consultation with existing and potential user groups relating to the project has been undertaken, evidenced by the significance of letters of support toward the project provided. Ongoing discussions with key stakeholders will continue over the next 6 months as this grant submission informs the future development of Macpherson Park.

6. Risk Analysis

A risk assessment has been completed for the project and submitted with the application. Timelines were tight for the application process to be completed and construction is required to commence within 12 weeks of executing a funding agreement. Officers are confident however that existing project governance in place and proven ability to deliver similar projects of a similar scale is evidence of capacity to complete the project and achieve the required benefits.

7. Options

N/A.

LIST OF APPENDICES

1. Project Location Map - undated

12.8 PLANNING APPLICATION PA 2016/5411 - DEVELOPMENT OF THREE DWELLINGS CONSISTING OF TWO SINGLE-STOREY DWELLINGS AND ONE DOUBLE-STOREY DWELLING AT 13 WORDON COURT, KURUNJANG

Author: Joseph Oyelowo - Development Planner
Presenter: Bob Baggio - Manager Planning Services

PURPOSE OF REPORT

To consider and determine the above planning application.

RECOMMENDATION:

That Council issue a Notice of Decision to Grant a Permit subject to the conditions outlined in **Appendix 7** of this report.

REPORT

1. Background

Executive Summary

Applicant:	M7 Design Group Pty Ltd
Proposal:	Three dwellings
Existing Land Use:	Vacant Land
Zone:	General Residential Zone
Overlays:	No
Number of Objections:	One
Key Planning Issues:	Previous Council and VCAT decision Neighbourhood character Dwelling density Off-site amenity impacts, such as noise and traffic/car parking.
Recommendation:	Notice of Decision to Grant a Permit

Planning History

On 25 May 2015, Council refused a planning application to construct three dwellings, consisting of two double-storey dwellings and one single-storey dwelling on the land because there was a lack of policy support for medium density housing in the locality; the design was not respectful of the neighbourhood character; and the design would have necessitated the removal of a street tree in Wordon Court.

The permit applicant subsequently sought a review of Council's refusal which was considered by VCAT which affirmed that no permit was to issue for the proposal.

In its decision, the Tribunal considered that the two key issues regarding the previous proposal were the guidance in the planning policy framework for new medium density

housing development, and whether the design was respectful of the neighbourhood character.

What is the guidance in the planning policy framework for new medium density housing development in this neighbourhood?

In its previous decision, the Tribunal indicated that:

The Housing Diversity Strategy (HDS) explains on page 12 that the development outcome expected in a General Residential Zone (GRZ) is incremental change. In other words, it envisages some change in housing density and housing type. The HDS emphasises that neighbourhood character is not static and will change and evolve over time, so the HDS provides guidance to appropriately manage the evolution of neighbourhood character. The expected housing type in the GRZ is "a mixture of single dwellings, dual occupancies with some villa units and in limited circumstances townhouses, where appropriate". The type of housing proposed in this case is consistent with the expected housing type. So, the GRZ is not a pristine area where there will be limited or no housing growth. Rather, the HDS clearly identifies it as an area where some change, including change of the nature proposed in this case, is expected. I agree with the Council that the site is some distance from the nearest activity centre and has limited public transport. If the Council considers this area is not suitable for incremental housing growth, then it needs to consider changing the GRZ. At present this area is in the GRZ where some change in housing density and type is expected. The planning policy framework and the HDS guidance about housing density and housing type are not reasons to refuse this proposal.

Is the design respectful of the neighbourhood character?

In this regard, the Tribunal concluded that:

- The proposal was not respectful of the existing streetscape primarily as Unit 2 has ground and first floor blank wall expanses, which is not acceptable on a corner in a neighbourhood setting that has open front gardens with houses oriented to have an outlook over these garden areas.
- Fencing to the street frontage associated with the service courtyard of Unit 3 is not respectful of the existing open front garden setting in this neighbourhood.
- The proposed removal of an existing street tree to accommodate a proposed crossover is not a good design outcome, and the design should be modified to enable the retention of the tree.
- The setback of Unit 3's garage from the Christina Crescent frontage is insufficient for someone to park a car in front of the garage, without obstructing the adjoining footpath.

The Tribunal provided guidance about those aspects of the design that need to change. The changes to the design are:

- Unit 2 and any associated fencing needs to change to improve its overall presentation to the street corner.
- Some boundary fencing along Christina Crescent may be acceptable as the adjoining property to the east has side fencing presenting to the street.
- The combined central crossover to Units 1 and 2 that necessitates the removal of the street tree can be modified to enable the retention of the existing street tree.
- The existing crossover in the northwest corner of this site can be utilised by Unit 1. The access to Unit 2 could be from Christina Crescent instead. This may provide some further opportunities to open up the front garden area, which is a common characteristic in this neighbourhood. This may also assist in limiting the amount of side boundary fencing visible along this frontage.

- The garage of Unit 3 needs to be set further back from the street frontage.
- Reducing the living/kitchen area and shifting the proposed boundary between unit 3 and the private open space areas of Units 1 and 2 further southwest (as the private open space areas of Units 1 and 2 are greater than the minimum).

The Tribunal concluded that 'Whatever the design solution, it needs to work with the other changes required for Unit 2, in particular. If the changes to Units 2 and 3 in particular become too tight it may be that three dwellings on this site are just too much. However, it is a matter for the Applicant and the designer/architect to resolve.'

Refer to **Appendix 1** for a full copy of the VCAT decision

The Land and Surrounding Area

The subject site has an area of 672m² and is located on the corner of Wordon Court and Christina Crescent, Kurunjang. Other features of the site are as follows:

- The site is regular in shape.
- The land is vacant, generally flat and contains no vegetation.
- There is a 2.5 metre wide drainage easement (E2) located at the rear property boundary.
- Street trees are present along Wordon Court and Christina Crescent.
- An existing single width crossover is located near the northwest corner of the site in Wordon Court.
- A local park is located opposite the Wordon Court frontage of the site.

The surrounding area can be characterised as an established residential area although there are a number of vacant lots nearby, including one opposite the site. There is scattered dual occupancy developments located within the surrounding area. The unit developments are a mixture of single and double storey units detached or attached infill. The site is some distance from the nearest activity centre and has limited public transport.

Refer to **Appendix 2** for a locality plan

The Application

The current application proposes the development of the land with three dwellings consisting of one double-storey dwelling and two single-storey dwellings.

The proposed development is summarised as follows:

- Each dwelling contains three bedrooms and are all provided with either a single carport or garage with tandem space in front.
- Dwellings 2 and 3 will be accessed from a proposed new vehicle crossing along Christina Crescent while Dwelling 1 will be accessed off the existing vehicle crossing on Wordon Court.
- No street tree will be removed as part of this proposal.
- All of the dwellings will be detached. Walls on boundary will only be the garage of Dwelling 1. Dwelling 2 will have a carport abutting the proposed boundary of Dwelling 3, while this dwelling will have a carport abutting the boundary of the adjoining land on the northern property boundary.
- All the dwellings have open front gardens with each dwelling oriented to have an outlook over these garden areas and a good address to the adjoining streetscape.
- The garages and/or carports of the dwellings are set back a minimum of 5.4m from their respective street frontage, enabling two on-site car parking spaces to be provided per dwelling without vehicles overhanging into the adjoining road reserve.

- External materials will comprise a mix of face brick work, weatherboard, render, aluminium windows and doors and concrete roof tiles.

Refer to **Appendix 3** for plans of the proposal

Planning Controls

Zone	Clause 32.08 – General Residential Zone	Permit required to construct two or more dwellings on a lot
Overlays	Nil	Nil
Particular Provisions	Clause 52.06 – Car Parking	Two car spaces are required for each dwelling. A total of six spaces are required and provided. The proposal complies with this provision.

A full assessment of the proposal against the relevant State and Local planning policies is included in **Appendix 4**.

Clause 55 - ResCode

Under the requirements of the zone, the development of two or more dwellings on a lot must meet the requirements of Clause 55 of the Planning Scheme. Clause 55 requires that a development:

- must meet all of the objectives
- should meet all the standards.

If the Council however is satisfied that an application for an alternative design solution meets the objective, the alternative design solution may be considered.

Melton Housing Diversity Strategy

The Melton Housing Diversity Strategy locates the site within the existing character area 1: Melton. The various precincts which make up character area 1 range in size from smaller pockets (located to the south) and larger more expansive estates (located to the north and west), but all consist of newly established residential development, which represents recent expansion of the existing Township. This area broadly typifies a 'standard suburbia' format consisting of single and double storey detached dwellings with dominant garage frontages. There are a range of external building material styles, brick and render is a consistent material palette.

House Rules - Housing Character Assessment & Design Guidelines

The *Housing Character Assessment & Design Guidelines* was adopted by Council in 2015. The site is located within the Compact Suburban 1 (CS1) character area. The essential components of the CS1 area which need to be maintained into the future are:

- Majority of the front setback used as permeable garden landscape
- Absence of front fencing
- Limited visual separation between dwellings.

The preferred Character Statement requires that as change occurs, space will be provided for more tree planting, so these areas can become greener and leafier, by:

- Retaining sufficient space to grow a canopy tree in the front setback
- Minimising interruption of nature strips by driveways, so that regularly-spaced street tree avenues can be planted or retained.

Redevelopment of dwellings will occur in ways that maintain some characteristics of typical Compact Suburban style dwellings in the area, such as:

- Garages and carports occupy a minor proportion of the dwelling frontage
- The visual dominance of the roof structure.

The preferred housing types of Melton's CS1 area are:

- Detached single dwelling
- Duplex
- Town houses where the lots are not small
- Villa units
- Dual occupancy.

Is the land affected by a Restrictive Covenant?

The land is not affected by a Restrictive Covenant.

Is the land of Cultural Heritage Sensitivity?

The land is not considered to be of cultural heritage sensitivity under the *Aboriginal Heritage Regulations 2007*.

2. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth.

1.1 *Strategically plan for a well designed and built City.*

3. Financial Considerations

No Council related financial considerations are involved with the application.

4. Consultation/Public Submissions

Public notification of the application

The application was subject to notification. The notification was satisfactorily completed and one objection was received.

The grounds of objection may be summarised as follows:

- The proposal will spoil the character and ambience of a nice and quiet residential area
- The site is too small for three dwellings
- Increase in street parking.

A response to the objections is provided in **Appendix 5**.

Referral of the application

The application was referred to a number of Council Departments, including the Engineering Services and City Design Departments for comment and advice. There were no concerns expressed about the proposal. A complete list of responses is included in **Appendix 6**.

5. Issues

Planning Assessment

The proposal has been assessed and considered in the context of the requirements of the Melton Planning Scheme, relevant Council Strategies, the objection received and the previous VCAT determination. It is considered that the proposed development, in this circumstance presents a better design outcome for the site that is more respectful of the prevailing character of the surrounding area and generally complies with the objectives and standards of Clause 55 – ResCode for the following reasons:

1. The subject land is within the General Residential Zone which is suitable for incremental housing growth.
2. The housing type proposed is consistent with the preferred housing types of Melton's CS1 character area.
3. The design is considered to be responsive to the site and neighbourhood in terms of its layout, scale and bulk of buildings.
4. The design also maintains appropriate visual separation between dwellings and maintains a front setback which enables planting of canopy trees.
5. Improved building articulation and visual presentation is provided to and from the street.
6. There is an adequate number of on-site car parking provided.
7. There is sufficient private open space provided for each dwelling that is required for the reasonable recreation and service needs of residents.
8. Orientation of the proposed dwellings makes appropriate use of daylight and solar energy.
9. Increased articulation to reduce impression of blank walls.
10. Retention of existing street trees and opportunities for additional canopy tree planting within the front setbacks of each dwelling has been provided.

This particular design response also incorporates many of the design changes suggested by the Tribunal in its consideration of the previous development proposal for this site. This includes the following:

1. The existing crossover in the northwest corner of the subject site is utilised by Dwelling
2. The access to Dwelling 2 is from Christina Crescent, resulting in the retention of the existing street tree.
3. The amount of side boundary fencing along Christina Crescent is limited to only the fence associated with the private open space of Dwelling 2.
4. More of the front setback has been retained as garden landscape visible from Wordon Court and Christina Crescent which is a common characteristic in this neighbourhood.
5. The overall presentation to the street is improved by incorporating the double storey dwelling at the street corner. This achieves an acceptable level of activation and passive surveillance through responsive architectural elements, such as extensive application of glazing and use of a balcony.
6. The garages and carports for each dwelling are set further back from the street frontage. The space provided is sufficient for someone to park a car in front of the garage and carport, without obstructing the adjoining footpath.

6. Options

Council can either support the application by issuing a Notice of Decision to Grant a Permit or not support the proposal by issuing a Notice of Refusal.

7. Conclusion

The application has been assessed against the State Planning Policy Framework, Local Planning Policy Framework, Zone provisions and Clause 65 of the Melton Planning Scheme.

It is considered that the proposal generally complies with the relevant requirements of the Planning Scheme.

Therefore, it is recommended that the application be approved as outlined in **Appendix 7**.

LIST OF APPENDICES

1. VCAT Decision - dated 30 March 2016
2. Locality Plan - dated 16 February 2017
3. Plans of the proposal - dated 26 September 2016
4. Assessment against relevant Planning Scheme controls - undated
5. Response to objections - undated
6. Referral comments - undated
7. Recommended conditions - undated

12.9 AMENDMENT C177 - REQUEST AUTHORISATION TO PROCEED WITH A PLANNING SCHEME AMENDMENT AT 821 MELTON HIGHWAY, HILLSIDE.

Author: Donald Lewis - Strategic Planner

Presenter: Laura-Jo Mellan - Manager City Design, Strategy & Environment

PURPOSE OF REPORT

To consider Planning Scheme Amendment C177 to the Melton Planning Scheme to rezone 821 Melton Highway, Hillside.

RECOMMENDATION:

That Council:

1. Seek Authorisation to prepare Planning Scheme Amendment C177 to the Melton Planning Scheme from the Minister for Planning.
2. Upon receiving Authorisation, prepare and exhibit Planning Scheme Amendment C177 to the Melton Planning Scheme in accordance with Section 19 of the *Planning and Environment Act 1987*.
3. Authorise the General Manager Planning and Development to negotiate and resolve any issues that are raised by submitters during the exhibition process prior to the Amendment being reported back to Council for referral to a Planning Panel or Adoption.

REPORT

1. Executive Summary

Amendment C177 has been initiated by the proponent, in this instance the landowner.

The Amendment request proposed to rezone 821 Melton Highway, Hillside (refer locality map **Appendix 1**) from General Residential Zone (GRZ) to Mixed Use Zone (MUZ). The site is occupied by a recently completed small retail development and adjoins residential land. This amendment will allow for a broader range of commercial uses whilst protecting the amenity of nearby residences and ensuring the sites built form is maintained.

Following an assessment of the proposal by Council officers against the relevant strategic and local planning policy framework it is considered that the amendment is generally consistent with the relevant policies on the basis the a Design and Development Overlay (DDO4) also form part of the Amendment to provide a mechanism to trigger a planning permit application for future development. The proponent has agreed to the inclusion of DDO4.

Based on the assessment and the agreed changes to the Amendment request, it is recommended that Council seek Authorisation from the Minister for Planning to prepare and exhibit Amendment C177 to the Melton Planning Scheme.

2. Background/Issues

The Amendment has been initiated by the proponent in this instance, the landowner.

The Amendment proposes to rezone 821 Melton Highway, (refer locality map **Appendix 1**) Hillside from General Residential Zone (GRZ) to Mixed Use Zone (MUZ) and apply a Design and Development Overlay 4 (DDO4). The current Development Plan Overlay 1 (DPO1)

which applies to the site and the broader Hillside area is not being changed as a result of the proposed amendment and is still considered relevant to the site.

The subject site is irregular in shape and is bounded by Sanctuary Road to the west, Melton Highway to the north and residential development to the south. The site is occupied by two buildings comprising seven shops and a service station and car wash of which are accessed from both Melton Highway and Sanctuary Road. The site has a total area of 9,352sqm and the seven tenancies have a leasable floor area of 1,015sqm.

In 2008 the Melton Highway Hillside Development Plan was approved which allowed for the development of residential housing, service station, fast food, public open space and a child care centre. A subsequent permit for a service station was issued in 2011 and a permit for a child care centre opposite the subject site on Sanctuary Road was issued in 2013. In 2014, a revised development plan was approved to facilitate the commercial tenancies portion of the site and these were constructed in 2015.

In an effort to provide more flexibility, the current Development Plan was amended further in 2016. However, Development Plans can only encourage uses that are permitted under the prevailing zone and cannot introduce new uses that are prohibited. It was at this point that the developer sought to rezone the subject site.

The proponent is seeking a more flexible zone to attract a wider range of uses beyond the current GRZ. Requests have been made from Hairdressers, Real Estate Agents and a Wine Shop all of which are prohibited under the current zone.

It should be noted the MUZ does allow for additional uses to be considered through a planning application, the zone also allows for some uses to occur without planning approval providing the floor area does not exceed 250sqm including a Medical Centre, an Office, Place of Worship and Food and Drink Premises (max150sqm). In this context, officers consider it appropriate to apply the DDO. The rationale for applying the DDO over the site is to ensure these uses and associated buildings and works (under the MUZ) are captured by a relevant planning control. This will ensure any additional development is considered through a planning application. The operation of the DDO involves a permit trigger for all buildings and works with some exemptions for minor works, however, this is not expected to generate significant planning applications due to the completion of development of the site. Guidelines concerning amenity and built form will also be required to be considered as part of any planning application under the DDO. This will ensure that any proposed extensions, modifications and material changes are in keeping with the existing development and nearby residences are protected from any adverse impacts.

The City of Melton Retail and Activity Centre Strategy 2014 updates the retail hierarchy and defines activity centres across the City of Melton. Whilst this strategy does not officially identify the subject site as a Local Centre due to the fact that the site was originally zoned residential, the strategy does support the existing development as being of a size that is consistent with a Local Centre. Local Centres are typically made up of small collections of commercial activities that provide top up retail goods and services or small office premises. These centres can be important in providing services in areas that are beyond a comfortable walk to larger centres.

The justification for the rezoning of the site is essentially based on the availability of Local Centres in the defined retail catchment area. The Hillside area is currently well served by larger Neighbourhood Activity Centres but less so by Local Centres that are within a reasonable walkable distance to residential areas. The subject site is well located to meet this gap in the Local Centre category. The nearest centres to the subject site are located at Taylors Hill West (2.3km), Sydenham Roadside Centre (2.2km) and the Hillside Neighbourhood Activity Centre (900m).

An Economic Impact Assessment (refer **Appendix 2**) was submitted by the proponent to consider impacts on the local retail hierarchy and the wider community. The assessment concluded that:

- Rezoning would respond to strong market demand for real estate agents, insurance agents, solicitors, hairdressers etc.
- The overall market share loss resulting from the rezoning is estimated at approximately 1.1%, which represents the average retail impact on business that retailers attract from other competitors within the catchment.
- No shopping centres within the catchment will be materially impacted.
- The site is likely to be more viable under the MUZ which facilitates its best and highest uses, compared to being restricted to Food and Beverage uses which are not in high demand.

In accordance with Ministerial Direction No 11 the proposal has been assessed against the following Strategic Assessment Guidelines.

Why is the Amendment Required?

The amendment is required to provide a broader ranges of uses not currently permitted under the General Residential Zone and to facilitate full occupancy of the site.

How does the Amendment implement the objectives of planning in Victoria?

The Amendment will support Victoria's rapidly growing community and provide for the fair, orderly and sustainable use of the site. The Amendment will apply a more appropriate land use zone that encourages the creation of a dynamic and commercially attractive Local Centre.

How does the Amendment address any environmental, social and economic affects?

The Amendment will contribute to the efficient use of the site by allowing residents in the area to walk to the site and access a wider range of local goods and services which will further enhance the local community.

Does the Amendment comply with the requirements of any Ministerial Direction applicable to the amendment?

The Amendment is consistent with Ministerial Direction No 11 on the Strategic Assessment of Planning Scheme amendments. The Amendment is consistent with Ministerial Direction No 9 Metropolitan Strategy which emphasises the importance of providing walkable neighbourhoods.

How does the Amendment support or implement the State Planning Policy Framework and any adopted State policy?

Clause 11 (Settlement) seeks to provide a focus for business, shopping, working, leisure and community facilities, to improve the social, economic and environmental performance and amenity of centres and to reduce the number of private motorised trips by concentrating activities in accessible centres by encouraging economic activity and business synergies.

Clause 17 (Economic Development) seeks to contribute to the economic well being of communities and the State as a whole by supporting and fostering economic growth and development. Relevant policy encourages various retailing options that meets the needs of local residents.

How does the Amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?

Clause 22.06 aims to create an environment conducive to economic growth through the growth and development of vibrant and dynamic retail centre's providing a range of employment opportunities.

Does the Amendment make proper use of the Victorian Planning provisions?

The Mixed Use Zone is the appropriate zone to support a broader range of uses for the site without impacting on the amenity of the area. In addition, the Design and Development Overlay will ensure the existing built form of the existing buildings is maintained and any further development over the site can be assessed through a planning application process.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth: A clear vision to connect and develop a sustainable City

1.3 Generate an innovative local economy that stimulates opportunities for investment, business and training

4. Financial Considerations

Council officer time and resources are involved in the preparation, exhibition, and adoption of the amendment which may include a Panel Hearing and is included within Councils recurrent budget. Statutory fees are required to be paid by the proponent.

5. Consultation/Public Submissions

The exhibition of Amendment C177 will provide an opportunity for those affected or who have an interest in the proposed Amendment to lodge a formal submission to the process. Amendment C177 would be on public exhibition for a period of four weeks and notice would be given:

- To land owners and Government bodies, who may be directly affected by the amendment;
- In a local newspaper circulating in the area, on Councils website, and in the Victorian Government Gazette.

6. Risk Analysis

The risk to the site is considered neutral. Should Council choose not to initiate the amendment, the subject site would remain under the current zoning which would continue to function in its current form but would restrict the future development of the site to offer goods and services normally associated with a Local Centre.

7. Options

Council can resolve to either:

- a. Seek authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C177 to the Melton Planning Scheme in accordance with the *Planning and Environment Act 1987* and authorise the General Manager of Planning & Development to negotiate and resolve any objections prior to the amendment being reported back to Council.
- b. Not proceed with the amendment.

LIST OF APPENDICES

1. Locality Map - dated 15 February 2017
2. Economic Impact Assessment - dated May 2016

12.10 WESTWOOD DRIVE ROAD AND BRIDGE DESIGN CONSULTANCY

Author: Jacqueline Stephenson - Civil Projects Officer
Presenter: Luke Shannon - General Manager Planning & Development

PURPOSE OF REPORT

To seek Council's approval for the award of Contract No. 17-021 for Westwood Drive Design Consultancy commencing March 2017 to September 2018.

RECOMMENDATION:

That Council:

1. awards Contract No. 17-021 for Westwood Drive Road and Bridge Design Consultancy submitted by AECOM Pty Ltd for the lump sum amount of \$441,870 (excl. GST)
2. authorise to the Chief Executive Officer to execute all contract documents.

REPORT

1. Executive Summary

The purpose of this report is to present to Council an overview of the Tender Assessment process and contract recommendation for Contract No. 17-021 for Westwood Drive Design Consultancy.

Council committed to completing the construction works for Westwood Drive Road and Bridge over the financial years 2016-17, 2017-18 and 2018-19. Council allocated a budget over those three financial years of \$5,800,000.

Since the bridge was last attempted to be built in 2013, and the subsequent inclusion in the State Government Palmers Road Corridor Environmental Effects Statement, additional requirements have been placed on Council. This consultancy package addressed those additional requirements that will be needed to complete the design and gain necessary approvals to ensure we get to construction. In the interest of gaining value for money and saving time, other packages of work such as updates to existing design, Construction Supervision and a Road Safety Audit were also included in the consultancy brief.

By engaging a consultant to deliver these services this will allow Council to tender for the construction works early in the 2017-2018 financial year.

The tender was advertised on 16 January 2016 and five responses were received. All submissions were assessed in detail to clarify a variety of exclusions, conditions and contract departures. Tender interviews were conducted with three shortlisted companies.

The consultant is required to commence works immediately upon award to allow Council the ability to tender the construction works in a timely manner.

The assessment panel is recommending that the contract be awarded to AECOM Ltd Pty for the amount of \$441,870.00 (excluding GST).

The tender evaluation summary is provided in the **Confidential Appendix** separately circulated to this report.

2. Background/Issues

In 2012 Westwood Drive Road and Bridge was designed and a tender for construction was advertised. In early 2013, after construction had commenced, Council were issued a stop work notification by Aboriginal Affairs Victoria. In the time since construction was halted, an Environmental Effects Statement (EES) was carried out by VicRoads on the entire Palmers Road Corridor, which includes the Westwood Drive Road and Bridge. Whilst the EES was ongoing Council were requested to stop all works related to Westwood Drive. The EES has been finalised and the Minister for Planning's Statement based on the EES was released in early 2016.

The EES places additional requirements on the Westwood Drive Road and Bridge project that are not commonly compulsory for Council roads and bridges including:

- Noise mitigation measures in line with VicRoad Noise Policy
- Bridge architectural features
- Approval of the design by the Victorian Design Review Panel and the Minister for Planning
- Environmental Management Framework
- Approval of the Environmental Management Framework by the Minister for Planning.

The additional requirements listed above were not initially priced into the Westwood Drive Road and Bridge budget of \$5,800,000.

In September 2016 Council engaged AECOM as Acoustic Engineers to carry out the noise measurement for the Westwood Drive area. The noise measurement, modelling and subsequent report determined noise attenuation would be required if Council is to satisfy the VicRoads Noise Policy.

Council officers have prepared a Design Consultancy Brief that requires a consultant to address the additional requirements as well as other aspects of the project that were initially scoped. The intention of collating additional requirements together with expected aspects was to gain value for money by putting out a larger package of work and save time in the future by not needing to tender those packages separately. This approach also gives Council one point of call who will be able to assist in all elements.

The Design Consultancy Brief included design of noise attenuation, architectural features on the bridge, approval of design by the Victorian Design Review Board and the Minister for Planning, an Environmental Management Framework approved by the Minister for Planning, updates to the bridge and pavement designs based on standards updates in the last 5 years, supervision of an estimated 12 months of construction of the road, bridge, landscaping and noise attenuation elements, and assistance with community consultation at various stages of the design works.

The brief requires the consultant to accept and take ownership of the previous bridge and road design as they will be providing supervision services. This will remove the risk of the Construction Supervisor deflecting any potential design issues back to Council, ensuring a smoother construction period and potentially less variations.

Further to the design and supervision works, Council also included in the brief a Road Safety Audit for Westwood Drive from Taylors Road to Ballarat Road to greater understand the impact of the Westwood Drive Road and Bridge on the community.

By engaging a consultant to deliver these services this will allow Council to tender for the construction works early in the 2017-2018 financial year.

Tenders for the above contract were advertised in The Age on 16 January 2017 and closed on 6 February 2016.

No member of the Tender Evaluation Panel declared any conflict of interest in relation to this tender evaluation.

A total of 5 tenders were received and assessed on the basis of the evaluation criteria described in the tender documents.

All tenders conformed to the requirements of the tender documentation and were evaluated.

3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

1. Managing our Growth: A clear vision to connect and develop a sustainable City

1.1 Strategically plan for a well designed and built City

4. Financial Considerations

Westwood Drive Road and Bridge has an overall budget of \$5,800,000.00. This budget is fully funded by Melton City Council, is spread across the following years:

Financial Year	\$
2016-2017	2,400,000.00
2017-2018	2,000,000.00
2018-2019	1,400,000.00
TOTAL	5,800,000.00

The Design Consultancy will be funded partly across the Financial Years due to the inclusion of the Construction Supervision.

5. Consultation/Public Submissions

The Westwood Drive Road and Bridge over the Kororoit Creek have been in the Melton East Strategy Plan since June 1997. This Strategy Plan has been guiding the development of the Eastern Corridor since it was published. The road and bridge has also been identified in *Plan Melbourne*, the *West Growth Corridor Plan*, VicRoad's *Smart Roads*, the *Outer Western Suburbs Transport Strategy*, the *Western Melbourne Transport Strategy*, and *Moving Melton*.

In 2012, prior to the attempted construction of the road and bridge, residents were consulted via public notice letters. As construction began, residents were notified of the works by the awarded construction contractor.

Extensive consultation was carried out throughout the EES process. This included noise modeling in the area, exhibited at Caroline Springs Library and Melton Civic Centre in July and August 2015 and calls for public submissions. The EES was also available on the DEWLP website and VicRoads website.

When Council carried out noise modeling in September 2016 the participating residents were informed that Council is required to investigate and mitigate noise impacts of the road and bridge, and that existing levels were being measured to test the noise model prepared by VicRoads.

Residents whose properties are adjacent to the proposed noise mitigation elements have not been directly approached however part of the Design Consultancy services is to assist Council in the consultation with the community, affected property owners and commuters to

notify them of changes to their landscape, such as noise walls, and to inform them of disruptions throughout the construction works.

Council often receives calls and emails from residents requesting updates on the road and bridge giving the impression to officers that the construction of the road and bridge are highly desired by the community.

6. Risk Analysis

The following measures have been put in place to reduce or eliminate the risk to Council for this project.

- a. Engagement of a suitably qualified engineering firm:
 - Advertised open tenders to construction companies via The Age and on the Tendersearch website
 - Required companies tendering for the design phase to comply with Council's occupational health and safety requirements.
 - To assist in the selection of a design company with suitable occupational health and safety work practices, Council requires design companies invited to tender to provide third party accreditation of their Occupational Health and Safety Management System. Council also required the tenderers to provide evidence of public liability insurance and work cover.
 - Conducted referee checks for the appointment of the design company.
- b. Engagement of a financial capable design company:
 - The engagement of an independent and expert consultant to conduct a financial review of the short-listed companies.
- c. Road Safety Audit
 - The inclusion of a Road Safety Audit will assess the impact of the new road and bridge on the existing intersections.

7. Options

Council has the options to:

1. Adopt the Officers' recommendations and appoint a consultancy as presented in this report.
2. Not appoint a consultancy.

LIST OF APPENDICES

CONFIDENTIAL Appendix 1 (Separately circulated) – Westwood Drive Road and Bridge Design Consultancy Tender Evaluation Summary - undated

13. REPORTS FROM DELEGATES APPOINTED TO OTHER BODIES

Reports on external Committees and external Representative Bodies for which Councillors have been appointed by Council.

14. COUNCILLOR REPRESENTATIONS AND ACKNOWLEDGEMENTS

Address from Councillors in relation to matters of civic leadership and community representation, including acknowledgement of community groups and individuals, information arising from internal Committees, advocacy on behalf of constituents and other topics of significance.

15. NOTICES OF MOTION**15.1 NOTICE OF MOTION 452 (CR CARLI)****Councillor: Lara Carli - Councillor**

Notice was given at the Ordinary Meeting of Council held on 6 February 2017 of my intention to move the following motion at the Ordinary Meeting Council to be held on 6 March 2017.

MOTION:

That Council write to:

1. The Hon. Marlene Kairouz, Member for Kororoit, to thank her for her hard work in regards to delivering the Caroline Springs station for our community.
2. The Hon. Natalie Hutchins, Minister for Local Government, thanking her for all her hard work in regards to securing the funding for the much needed secondary school in Taylors Hill West.

OFFICER'S COMMENTS:

The advocacy unit will undertake writing a letter to both Ministers. We will express Council's gratitude to the current Government, while also outlining our growth challenges that require urgent investment from the State Government.

15.2 NOTICE OF MOTION 453 (CR MENDES)**Councillor: Michelle Mendes - Councillor**

Notice was given at the Ordinary Meeting of Council held on 6 February 2017 of my intention to move the following motion at the Ordinary Meeting Council to be held on 6 March 2017.

MOTION:

That Council officers write to VicRoads and request that the 80km speed limit on the Diggers Rest Coimadai Road be reduced to 60km.

OFFICER'S COMMENTS:

VicRoads have ultimate responsibility for setting the speed limit on the road network. Therefore it is appropriate to write to VicRoads to request that the speed limit on the Diggers Rest – Coimadai Road, in the Toolern Vale township area, be reduced from 80km/h to 60km/h.

15.3 NOTICE OF MOTION 454 (CR MENDES)**Councillor: Michelle Mendes - Councillor**

Notice was given at the Ordinary Meeting of Council held on 6 February 2017 of my intention to move the following motion at the Ordinary Meeting Council to be held on 6 March 2017.

MOTION:

That:

1. Council officers investigate the costs of sealing Creamery, Burtons and Mechanics Roads, Toolern Vale and provide a report to Council.
2. Council write to VicRoads requesting a 40km school zone be introduced on Creamery, Burtons and Mechanics Roads, Toolern Vale.

OFFICER'S COMMENTS:

The roads within the Toolern Vale township (Creamery Road, Burtons Road and Mechanics Road) are unsealed gravel roads and provide access to a small residential community. Also located on Creamery Road is a primary school, which would generate traffic (and dust etc) at school drop off and pick up times. It would be appropriate to investigate the cost to construct these roads to provide this community with access to sealed roads. Also in considering the construction of these roads it would be appropriate to consult with all property owners which abut these roads to determine if they want these roads constructed and the preferred construction type (ie. urban type concrete kerb and channel edging or rural type open swale drains).

As part of this investigation it would also include the options to configure the intersection at Creamery Road, Burtons Road and Mechanics Road. It should also be noted that there is already a signed 40 km/h speed limit in force in the section of Creamery Road where the primary school is located and the other section of Creamery Road, along with Burtons Road and Mechanics Road have a signed speed limit of 50 km/h. It is proposed that the investigation will review the extents of the existing 40 km/h speed restriction, to determine if this zone requires extending and liaise with VicRoads as appropriate to implement any extension of the 40 km/h speed restriction zone.

15.4 NOTICE OF MOTION 455 (CR ABBOUSHI)**Councillor: Steve Abboushi - Councillor**

Notice was given at the Ordinary Meeting of Council held on 6 February 2017 of my intention to move the following motion at the Ordinary Meeting Council to be held on 6 March 2017.

MOTION:

That Council facilitate an official opening of the Melton Botanic Gardens in 2017 with a focus on inviting the Hon. Daniel Andrews MP, and the Governor of Victoria the Hon. Linda Dessau AM to officially open the gardens.

OFFICER'S COMMENTS:

If endorsed, Council Officers will facilitate an official opening to launch the Melton Botanic Garden. The launch is proposed to coincide with the celebration of the completion of the Amphitheatre and Mediterranean Garden which are expected to be completed in Spring 2017.

15.5 NOTICE OF MOTION 456 (CR TURNER)**Councillor: Bob Turner - Councillor**

Notice was given at the Ordinary Meeting of Council held on 6 February 2017 of my intention to move the following motion at the Ordinary Meeting Council to be held on 6 March 2017.

MOTION:

That Council officers provide a report to Council on the outcomes of the free green waste service provided at the Melton Recycling Facility (MRF) in November 2015-16, along with options for expanding the times/days/months in which the service is available.

OFFICER'S COMMENTS:

Council has provided free green waste disposal at the Melton Recycling Facility during November for the past two years. Officers can provide the information requested and report to Council prior to the adoption of the 2017/18 budget.

15.6 NOTICE OF MOTION 457 (CR CARLI)**Councillor: Lara Carli - Councillor**

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 6 March 2017.

MOTION:

That Council rescind the resolution of Council to grant a permit made on 6 February 2017 in relation to Item 12.7 'Planning Application PA 2016/5303/1- Use and Development of the Land for the sale of Christmas Decorations and Christmas themed products (Market) with associated car parking in conjunction with the Melton Christmas Tree Farm at 319-391 Leakes Road, Plumpton.'

15.7 NOTICE OF MOTION 458 (CR ABOUSHI)**Councillor: Steve Abboushi - Councillor**

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 6 March 2017.

MOTION:

That Council write to the Hon Lisa Neville MP, Minister for Police to gain her commitment around exactly how many new officers will be deployed in the City of Melton including Caroline Springs Station and Melton Police Station.

Furthermore, given the escalating level of antisocial behaviour in our community, that the Minister review its position on the opening hours of Caroline Springs Station in order to give our community greater access to local Police.

That Officers prepare a report in relation to resourcing a youth outreach team for Council's public events where it is likely to attract large numbers of young people. The report should include specific consideration of the team being made up of workers/community leaders who are representative of the cultural cross-section of our community.

OFFICER'S COMMENTS:

Officers are aware of the community interest for increased police presence including the transition of the Caroline Springs Police station to a 24 hour service. The public position of the State Government indicates the need for proactive responses which complements the community interest. Officers support the writing of the letter outlining the needs of the Melton community.

Council operates a flexible outreach (6801 program) service including afterhours through its Youth Services team. Youth Services program and events and 6801 staff currently attend major community events, facilitating a Youth Area. These events include the Djerriwarrh Festival and Summersault Festival.

The following services are provided to the community at these events:

- Education on substance use, a harm minimisation approach
- Transport to young people with no way home
- Referral pathways for identified young people that require support
- Promotion of Youth Services.

15.8 NOTICE OF MOTION 459 (CR KESIC)**Councillor: Goran Kesic - Councillor**

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 6 March 2017.

MOTION:

That Officers prepare a report regarding the formation of an African Community Working Group under the auspice and guidance of Council's CALD Advisory Committee, with the specific task of developing recommendations and a community action plan to support and empower communities to address issues in the short and long term. The report is to make recommendations about this proposed community based working group, including Terms of Reference and membership.

OFFICER'S COMMENTS:

Officers agree that the establishment of an African Community Working Group under the auspice and guidance of Council's CALD Advisory Committee has merit, and will prepare a report making recommendations as requested.

15.9 NOTICE OF MOTION 460 (CR RAMSEY)**Councillor: Sophie Ramsey - Councillor**

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on Insert date

MOTION:

That Council Officers prepare a report for Council, detailing an assessment of possible sites for a new five (5) court high-ball indoor stadium in Melton Township, inclusive of an analysis of potential funding sources for such a facility.

OFFICER'S COMMENTS:

Council has an existing joint use agreement with the Department of Education and Training to manage the Melton Indoor Recreation Centre (MIRC) which is due to expire in December 2019. The decision to extend existing, develop new or cease the current joint use agreement is required by December 2018. Officers are also in discussion with the Principal of Melton Secondary College about the existing agreement and whether there may be opportunities in the future.

In the event Council elected to extend the existing agreement, the minimum term is 10 years. Council previously many years ago, endorsed a position of pursuing indoor recreation opportunities in the Toolern Development.

15.10 NOTICE OF MOTION 461 (CR RAMSEY)**Councillor: Sophie Ramsey - Councillor**

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 6 March 2017.

MOTION:

That Council write to The Minister for Transport, Member for Melton, CEO VicRoads and Regional Manager Vicroads advocating for the urgent signalisation of the Coburns Rd/High St intersection.

OFFICER'S COMMENTS:

The intersection of High Street and Coburns Road is one of the five arterial road intersections listed in the Melton Advocacy Priorities document as requiring upgrade through the installation of traffic signals. The upgrade of these five arterial road intersections, which are managed by VicRoads, has been previously advocated for to the Minister for Roads and to VicRoads.

Council has most recently written to VicRoads in January 2017, proposing that VicRoads and Council partner to design and develop solutions for these priority arterial road intersections which require upgrading, to facilitate the development of business cases to enable VicRoads to seek funding for the works.

With regard to the intersection of High Street and Coburns Road, it would be appropriate for Council to write to the Minister for Roads, Member for Melton and VicRoads to request the installation of traffic signals at this intersection.

15.11 NOTICE OF MOTION 462 (CR CARLI)

Councillor: Lara Carli - Councillor

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 6 March 2017.

MOTION:

That Council's 2018 Australia Day Celebration Event be held at the Morton Homestead on Calder Park Drive in Taylors Hill.

15.12 NOTICE OF MOTION 463 (CR CARLI)

Councillor: Lara Carli - Councillor

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 6 March 2017.

MOTION:

That a report come to Council with a full breakdown of all costings associated with the Mayoral High Tea and that the report also include the number of Melton City Council residents that attended the event.

15.13 NOTICE OF MOTION 464 (CR DE SANTIS)

Councillor: Melissa De Santis - Councillor

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 6 March 2017.

MOTION:

That Council Officers prepare a brief report regarding parking concerns in Stirling Terrace, Melton West.

15.14 NOTICE OF MOTION 465 (CR DE SANTIS)

Councillor: Melissa De Santis - Councillor

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 6 March 2017.

MOTION:

That Council Officers prepare a report regarding funding the installation of CCT cameras in the Council Chamber for use during Ordinary Meetings of Council for:

1. security, and
2. the live streaming of the Meetings to residents.

15.15 NOTICE OF MOTION 466 (CR ABBOUSHI)

Councillor: Steve Abboushi - Councillor

I hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council to be held on 6 March 2017.

MOTION:

That Council Engineers investigate pedestrian crossing options on Holland Way, near the intersection of Holland Way and College Street, Caroline Springs and present the findings to Council in a report.

- 16. COUNCILLOR'S QUESTIONS WITHOUT NOTICE**
- 17. MOTIONS WITHOUT NOTICE**
- 18. URGENT BUSINESS**

19. CONFIDENTIAL BUSINESS

Procedural Motion

That pursuant to section 89(2) of the *Local Government Act 1989* the meeting be closed to the public to consider the following reports, that are considered confidential for the reasons indicated:

19.1 Appointment of Independent Audit Committee Member

This report is confidential in accordance with s89(2)(a) as it relates to personnel matters.

19.2 Minutes of Harness Racing Victoria & Tabcorp Park Grants Assessment Panel Meeting

This report is confidential in accordance with s89(2)(h) as it relates to any other matter which the Council or special committee considers would prejudice the Council or any person.

19.3 Minutes of The Club Caroline Springs Grant Assessment Panel Meeting

This report is confidential in accordance with s89(2)(h) as it relates to any other matter which the Council or special committee considers would prejudice the Council or any person.

Procedural Motion

That the meeting be opened to the public.

20. CLOSE OF BUSINESS