



# **MELTON CITY COUNCIL**

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**Minutes of the Ordinary Meeting of the  
Melton City Council**

**21 April 2015**

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**PUBLIC COPY**



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## MELTON CITY COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE MELTON CITY COUNCIL HELD IN THE COUNCIL CHAMBER, CIVIC CENTRE, 232 HIGH STREET, MELTON ON 21 APRIL 2015 AT 7PM

**Present:** Cr S.Ramsey (Mayor)  
Cr N.Dunn (Deputy Mayor)  
Cr M.Bentley  
Cr L.Carli  
Cr R.Cugliari  
Cr K.Majdlik  
Cr B.Turner

Mr K.Tori, Chief Executive Officer  
Mr S.Thurairajah, Manager Finance  
Mr M.Heaney, General Manager Community Services  
Mr L.Shannon, General Manager Planning and Development  
Mr B.Baggio, Manager Planning  
Mr D.Hogan, Manager Customer Engagement  
Ms A.Raijer, Communications Coordinator

#### **1. OPENING PRAYER AND RECONCILIATION STATEMENT**

The Mayor, Cr Ramsay read the opening prayer and reconciliation statement.

#### **2. APOLOGIES AND LEAVE OF ABSENCE**

Nil.

#### **3. CHANGES TO THE ORDER OF BUSINESS**

Nil.

#### **4. DEPUTATIONS**

Nil.

#### **5. DECLARATION OF ANY PECUNIARY INTEREST, OTHER INTEREST OR CONFLICT OF INTEREST OF ANY COUNCILLOR**

Nil.

Cr Dunn left the Chamber at 7.04pm.

Cr Dunn returned to the Chamber at 7.04pm.

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

Cr Turner/Majdlik.

That the Minutes of the Ordinary Meeting of Council held on 10 March 2015 be confirmed as a true and correct record.

CARRIED

**7. CORRESPONDENCE INWARD**

Nil.

**8. PETITIONS AND JOINT LETTERS**

Nil.

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

Nil.

**10. PUBLIC QUESTION TIME**

<b>Name</b>	<b>Question asked of Council</b>
Androulla Touvanna	In relation to the percentage of valuations on rate revenue.
Androulla Touvanna	In relation to the sealing of Beatty's Road and Mount Cottrell Road.
Mario Cachia	Question 1 - Subdivision of PSP 1080 Kororoit.
Mario Cachia	Question 2 - Subdivision of PSP 1080 Kororoit.
Mr DB & Mrs AK O'Connor	In relation to programs and initiatives for young people.
Mr DB & Mrs AK O'Connor	In relation to Development Contributions Plan (DCP) for Diggers Rest.
Nicolas Gargalakos	Not in attendance. Written reply to be provided.



## 11. PRESENTATION OF STAFF REPORTS

### 11.1 COUNTBACK TO FILL EXTRAORDINARY VACANCY

Presenter: Kel Tori- Chief Executive Officer

#### PURPOSE OF REPORT

To advise Council in relation to the process undertaken pursuant to Section 37A of the Local Government Act 1989 to fill by Countback the Extraordinary Vacancy resulting from the resignation of Cr Michael Matalewski.

#### RECOMMENDATION:

That Council:

1. Note the report, and
2. Note that the Oath of Office completed by Cr. Myles Bentley in accordance with Section 63 of the Local Government Act 1989 is to be recorded in the Minutes of this Council Meeting.

Crs Turner/Carli. That the recommendation be adopted.

CARRIED

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## REPORT

### 1. Executive Summary

An Extraordinary Vacancy occurred in the Coburn's Ward of Council with the resignation from Council of Cr. Michael Matalewski on 17 February 2015. A Countback was therefore undertaken by the Returning Officer, Mr Peter Long, appointed by the Victorian Electoral Commission (VEC), for the purpose of filling the Extraordinary Vacancy. The Countback took place on 25 March 2015 at Melton Library and Learning Hub with the successful candidate being Rhiannon Philpot-Hale. Ms Philpot-Hale subsequently advised the Returning Officer that she did not wish to take up the position as Councillor, and declined to complete the required declaration. A further Countback was therefore held on Tuesday 31 March 2015 at Melton Library and Learning Hub with the successful candidate being Myles Bentley.

The Returning Officer advised Mr Bentley, as the successful candidate, of the obligation to complete the Candidate Declaration which Mr Bentley complied with within the 48 hour time limit imposed in the legislation. The Returning Officer therefore declared the result of the Countback at the Civic Centre at 6.00pm on Wednesday 1 April 2015.

Cr Bentley then took the Oath of Office before myself, as Chief Executive Officer (CEO), in accordance with Section 63 (2) of the Local Government Act 1989, and a copy of the dated and signed Oath of Office is appended to this report as Appendix 1. It is a requirement under the Act that the dated and signed Oath of Office be recorded in the minutes of the Council.

The process for filling an Extraordinary Vacancy on Council is specified within the Local Government Act and all provisions have been complied with in this instance in a timely manner.

## **2. Background/Issues**

As CEO I received the written resignation of Cr. Michael Matalewski on the 17 February 2015, following which notification was given to the Minister for Local Government and the VEC as required under the Act. The VEC then commissioned Mr Peter Long, the Returning Officer at the General Council Election 2012, to fulfil the duties of Returning Officer for the purpose of the Countback to be conducted to fill the Extraordinary Vacancy caused by the resignation of Cr. Michael Matalewski. The returning officer then gave Public Notice of the Countback to be held at the Melton Library and Learning Hub on Wednesday 25 March 2015.

At the conclusion of the Countback the Returning Officer advised that the successful candidate was Rhiannon Philpot-Hale and that he would advise Ms Philpot-Hale of the requirements in order to take up the position of Councillor. Ms Philpot-Hale subsequently advised the Returning Officer that she did not wish to take up the position and as such declined to complete the declaration required under Schedule 3A Clause (1) of the Local Government Act.

The Returning Officer therefore determined that a further Countback was required and this further Countback was scheduled to be held on Tuesday 31 March 2015. The successful candidate at the further Countback was Myles Bentley and Mr Bentley was notified by the Returning Officer of the requirements to take up the position of Councillor.

Mr Bentley completed the declaration required which enabled the Returning Officer to proceed with the declaration of the Countback result, which was done at the Civic Centre at 6.00pm on Wednesday 1 April 2015.

Following the declaration of the Countback by the returning officer, Cr Bentley took the Oath of Office before myself, and the signed and dated Oath is appended to these minutes as Appendix 1. It is a requirement under the Act that the signed and dated Oath form part of the Minutes of Council.

## **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**

The VEC were required to undertake the process of the Countback under the terms of the Contract with Victorian Electoral commission for the conduct of the 2012 General Election of Councillors. The cost of conducting the two Countback procedures is estimated to be of the order of approximately \$6,000 however the final accounts are yet to hand.

## **5. Consultation/Public Submissions**

All Public Notices required under the Legislation were given by the Victorian Electoral Commission and the appointed Returning Officer.

## **6. Risk Analysis**

The report is for Council Information and Statutory Compliance and there is no risk to Council associated with the matters being reported through this report.

**7. Options**

Not applicable

**LIST OF APPENDICES**

1. Bentley Oath of Office

## 11.2 AUTHORISATION OF AFFIXING THE COMMON SEAL OF COUNCIL

Author: Christie Shields- Governance Officer  
Presenter: Peter Bean- General Manager Corporate Services

### PROCEDURAL MOTION

Crs Turner/Majdlik

That recommendations as printed in items 11.2, 11.3, 11.4, 11.5, 11.6, 11.7, 11.8, 11.12 and 11.14 be adopted in block.

CARRIED

### PURPOSE OF REPORT

For Council to adopt the schedule of documents (**Appendix 1**) 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 10 March 2015 and appended to this report (**Appendix 1**).

Crs Turner/Majdlik. That the recommendation be adopted.

CARRIED

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## 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 is required to acquit a document or agreement for the purpose of performing its functions and exercising its powers.

The *Local Government Act 1989* 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 have the authority to 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

### 11.3 COMMUNITY SAFETY COMMITTEE MEETING MINUTES 2 MARCH 2015

Author: Sarah Edwards- Community Well-being Officer  
Presenter: Maurie Heaney- General Manager Community Services

#### PURPOSE OF REPORT

To present the minutes of the Community Safety Committee meeting held on 2 March 2015.

#### RECOMMENDATION:

That Council note the unconfirmed minutes of the Community Safety Committee meeting held on 2 March 2015, as attached at **Appendix 1**.

Crs Turner/Majdlik. That the recommendation be adopted.

CARRIED

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#### REPORT

##### 1. Executive Summary

The Community Safety Committee has been established to provide a strategic, responsive and accountable model to promote community safety and address crime prevention efforts in the City.

Membership of the Committee is drawn from key stakeholders and subject matter experts. Committee members have an interest in developing partnership responses to local community safety priorities.

The Committee meets bi-monthly, with the minutes of the 2 March 2015 meeting provided at **Appendix 1**.

##### 2. Background/Issues

The Community Safety Committee meets to consider matters relating to crime prevention, health and wellbeing and community safety.

The purpose of the Committee is to coordinate a multi-agency partnership response to prioritise community safety and crime prevention issues within the City.

At the meeting on 2 March 2015, the Committee addressed the following:

- Discussion on the structure and function of the Community Safety Committee to achieve community outcomes.
- Update on and discussion to finalisation the Safer City Plan 2015-2017, including presentation of the Safer City Plan for Council's consideration at the Ordinary Council Meeting on 10 March.
- Overview of the Community Satisfaction Survey (2014) Results, relating to perceptions of safety.
- Update on International Women's Day initiatives including the Council and Djerriwarrh Health Services poster series initiative of local women 'making it happen.'

### **3. Council Plan Reference and Policy Reference**

The Melton City Council 2013-2017 Council Plan references:

3. Diverse, Confident and Inclusive Communities: A culturally rich, active, safe and connected City.

*3.6 Create a safer community through building a sense of belonging and community pride.*

### **4. Financial Considerations**

Operational expense and initiatives extending from the Community Safety Committee are accommodated within Council's current budgets.

### **5. Consultation/Public Submissions**

The Community Safety Committee is an Advisory Committee of Council and where public consultation and/or submissions are identified as being appropriate, the Committee will recommend an appropriate consultation process to Council for endorsement.

### **6. Risk Analysis**

The Community Safety Committee exists to provide Council with an avenue to collaborate with the community to address key community safety concerns. Failure to support the function of the committee may result in a decrease in attention to the issue of community safety. To improve community health and wellbeing, Council must ensure that ongoing attention is brought to matters of concern and that residents continue to have strong perceptions of safety within their local neighbourhoods.

### **7. Options**

The Community Safety Committee is an Advisory Committee to Council, therefore has the discretion to accept, reject or amend the Committee's recommendations as Council deems appropriate.

## **LIST OF APPENDICES**

1. Community Safety Committee Meeting Minutes 2 March 2015

## 11.4 MINUTES OF THE CULTURALLY AND LINGUISTICALLY DIVERSE ADVISORY COMMITTEE MEETING - 25 FEBRUARY 2015

**Author: Adamu Tefera- Intercultural Development Officer**  
**Presenter: Maurie Heaney- General Manager Community Services**

### PURPOSE OF REPORT

To present the minutes of the Culturally and Linguistically Diverse Advisory Committee (CALDAC) meeting held on 25 February 2015.

### RECOMMENDATION:

That Council note the unconfirmed minutes of the CALDAC meeting held on 25 February 2015, as attached at **Appendix 1**.

Crs Turner/Majdlik. That the recommendation be adopted.

CARRIED

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### REPORT

#### 1. Executive Summary

The Culturally and Linguistically Diverse Advisory Committee has been established now for approximately five (5) years, the intent of the Committee was to work with communities in the City of Melton to be inclusive of all people and at the same time acknowledging the contribution of cultural diversity and the role of Culturally and Linguistically Diverse (CALD) communities within the municipality.

Membership of the Committee comprises stakeholders and representatives of the City of Melton's CALD communities. The Committee members have a passionate interest in developing strong partnerships and provide responses to local CALD priorities.

The CALDAC minutes of 25 February 2015 meeting are attached to this report. Refer to **Appendix 1**.

#### 2. Background/Issues

The CALDAC meets quarterly to consider matters relating to CALD communities, cultural and settlement issues within the municipality.

The purpose of the Committee is to advise Council on issues and barriers that affect people with diverse backgrounds living, working and/or learning in the City of Melton. The Committee raises advocacy issues for Council to consider on behalf of the community and assists to promote the benefits of cultural diversity within the City of Melton.

The CALDAC's meeting of 25 February 2015 addressed the following:

- Community Partnership Program;
- Community Leadership Plan and Community Achievement Awards;
- Harmony Day 2015; and
- Workshop: How to strengthen CALDAC and review Terms of Reference



The Committee will convene a Special Meeting on Wednesday 8 April to discuss the Terms of Reference and how to strengthen CALDAC.

### **3. Council Plan Reference and Policy Reference**

The Melton City Council 2013-2017 Council Plan references:

3. Diverse, Confident and Inclusive Communities: A culturally rich, active, safe and connected City

*3.5 Build an inclusive community that embraces and values cultural diversity and celebrates our collective heritage*

### **4. Financial Considerations**

Operational expenses related to the CALDAC are accommodated within recurrent budget programs, within Community Services.

### **5. Consultation/Public Submissions**

The CALDAC is an Advisory Committee of Council, and where public consultation and/or submissions are identified as being appropriate, the Committee will recommend an appropriate consultation process to Council for endorsement.

### **6. Risk Analysis**

The CALDAC ensures continued meaningful engagement and consultation with CALD communities and ensures relationships and resources are adequately aligned to address CALD community concerns and assist Council in mitigating possible risks.

### **7. Options**

The CALDAC is an Advisory Committee of Council, therefore has the discretion to accept, reject or amend the Committee's recommendations as deemed appropriate.

## **LIST OF APPENDICES**

1. CALDAC Meeting Minutes 25 February 2015

## 11.5 MINUTES OF THE DISABILITY ADVISORY COMMITTEE MEETING - 2 APRIL 2015

**Author: Warren Penna- Metro Access Project Officer**  
**Presenter: Maurie Heaney- General Manager Community Services**

### PURPOSE OF REPORT

To present the minutes of the Disability Advisory Committee meeting held on 2 April 2015.

### RECOMMENDATION:

That Council note the unconfirmed minutes of the Disability Advisory Committee meeting held on 2 April 2015, as attached at **Appendix 1**.

Crs Turner/Majdlik. That the recommendation be adopted.

CARRIED

---

### REPORT

#### 1. Executive Summary

The Disability Advisory Committee (DAC) has been established to provide advice to Council on issues and barriers that affect people with a disability living, working, recreating or studying in the City of Melton.

Membership of the Committee is drawn from people with a disability, carers of people with a disability and community service providers who have a significant role in delivering services and responding to local disability priorities.

The DAC minutes on 2 April 2015 meeting are attached to this report as **Appendix 1**.

#### 2. Background/Issues

The DAC meets bi-monthly to consider matters in relation to the needs of people with a disability and to raise advocacy issues for Council to consider.

The DAC meeting on 2 April 2015 addressed the following:

- Outcomes from the Municipal Association of Victoria Community Building Forum
- A proposal to include an additional disability award as part of Council's Community Achievement Awards Program
- The DAC participation in judging of the Melton Business Excellence Awards
- Review outcomes for the location of the CARE Melton Expo
- Increasing Disability Service Provision in the City of Melton
- Belgravia Leisure initiatives to increase participation of people with a disabilities at Melton Waves Leisure Centre

### **3. Council Plan Reference and Policy Reference**

The Melton City Council 2013-2017 Council Plan references:

3. Diverse, Confident and Inclusive Communities: A culturally rich, active, safe and connected City

*3.1 Provide an accessible range of services for all including children, young people, families and older adults*

### **4. Financial Considerations**

Operational expenses and initiatives related to the DAC are accommodated within Council's recurrent budget programs.

### **5. Consultation/Public Submissions**

The DAC is an Advisory Committee of Council, and where public consultation and/or submissions are identified as being appropriate, the Committee will recommend an appropriate consultation process to Council for endorsement.

### **6. Risk Analysis**

The DAC ensures continued meaningful engagement and dialogue with people with a disability, carers and community service providers and ensures relationships and resources are adequately aligned and assist Council in mitigating possible risk.

### **7. Options**

The DAC is an Advisory Committee to Council, therefore has the discretion to accept, reject or amend the Committee's recommendations as Council deems appropriate.

## **LIST OF APPENDICES**

1. Minutes of the Disability Advisory Committee Meeting - 2 April 2015

## 11.6 MINUTES OF THE EARLY YEARS PARTNERSHIP COMMITTEE - 19 FEBRUARY 2015

**Author: Leigh Cruickshank- Coordinator Early Years Partnerships**  
**Presenter: Maurie Heaney- General Manager Community Services**

### PURPOSE OF REPORT

To present to Council the minutes of the Early Years Partnership Committee meeting held on 19 February 2015.

### RECOMMENDATION:

That the unconfirmed Minutes of the Early Years Partnership Committee Meeting held on 19 February 2015 be noted (**Appendix 1**) and the recommendation contained therein be adopted by Council (**Appendix 2**).

Crs Turner/Majdlik. That the recommendation be adopted.

CARRIED

---

### REPORT

#### 1. Executive Summary

The Early Years Partnership Committee was established in 2011. Key roles of the Committee are to work collaboratively to monitor and evaluate the Municipal Early Years Plan 2014-2017. The Committee is also responsible for developing, implementing, monitoring and evaluating the current Best Start Action Plan for the term of 2014-2015.

Committee membership is drawn from Community Representatives and external partners who provide services to families and children within the City. Council officers have recently conducted a process of inviting nominations for membership to the Early Years Partnership Committee and this is the first meeting of the newly constituted Committee. The Committee meets bimonthly, and attached to this report are the minutes of 19 February 2015 meeting.

#### 2. Background/Issues

The Early Years Partnership Committee is responsible for providing direction, involvement and advice to Council concerning the support, development and improvement of the health and wellbeing of children aged 0-12 years.

The meeting on the 19 February considered a number of matters including the election of a Chairperson and an executive member for the next year. A questions and answers session with the former Chair was undertaken, the project and working group updates were provided, a presentation and discussion on the Child Friendly Cities and Communities Charter and current information from the Department of Education and Training.

The former Chair of the Early Years Partnership Committee, Jodie Knox highlighted the importance of working in Partnership with other organisations as well as utilising the Municipal Early Years Plan 2014-17 to guide the direction of the work Early Childhood Management Services, a Kindergarten Cluster Manager, undertakes in the Melton community.

The Committee in their role of overseeing the Healthy Children Growing Together project received an update on the current activities that are taking place throughout the municipality.

The Maternal and Child Health and Kindergarten working group reports updated the Committee on the activities that are being implemented to increase participation in these important universal services.

The Early Years Partnership Committee discussed the Child Friendly Cities and Communities Charter developed by the Victorian Child Friendly Cities and Communities Working Group and the Victorian Local Governance Association. The Charter provides an opportunity for Council to endorse a set of principles that take a formal step toward recognising the importance of children as participants in the creation of child friendly environments. These principles are reflected in the direction of the Council Plan and support the strategies of the Municipal Early Years Plan 2014-2017. The Committee voted unanimously in favour of recommending that Council consider the option of endorsing the Charter which underpins the right for Melton to be considered "child friendly".

A representative from the Department of Education and Training provided updated information from the Department Secretary briefing and items of interest in relation to Early Years at the State Government level.

### **3. Council Plan Reference and Policy Reference**

The Melton City Council 2013-2017 Council Plan references:

3. Diverse, Confident and Inclusive Communities: A culturally rich, active, safe and connected City
  - 3.1 *Provide an accessible range of services for all including children, young people, families and older adults*

### **4. Financial Considerations**

Nil.

### **5. Consultation/Public Submissions**

The Committee is comprised of 21 members representing a range of sectors including but not limited to State Government, education, disability, health, family support and representatives from the community.

The Committee receive, respond and monitor identified community, industry and/or Council initiatives and opportunities in an inclusive and consultative approach.

### **6. Risk Analysis**

Being regularly informed on Early Years Partnership activities assists Council in identifying any possible identified risk exposure to Council or providers.

### **7. Options**

The Early Years Partnership Committee is an Advisory Committee of Council, with Council discretion to accept or reject Committee recommendations as presented.

### **LIST OF APPENDICES**

1. Early Years Partnership Committee Meeting Minutes February 2015
2. Child Friendly Cities and Communities Charter

## 11.7 MINUTES OF THE LEISURE ADVISORY COMMITTEE MEETING - 23 FEBRUARY 2015

**Author: Nicole Willis- Recreation Development Officer**  
**Presenter: Maurie Heaney- General Manager Community Services**

### PURPOSE OF REPORT

To present the minutes of the Leisure Advisory Committee meeting held on 23 February 2015.

### RECOMMENDATION:

That Council note the unconfirmed minutes of the Leisure Advisory Committee meeting held on 23 February 2015, as presented at **Appendix 1**.

Crs Turner/Majdlik. That the recommendation be adopted.

CARRIED

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### REPORT

#### 1. Executive Summary

The Leisure Advisory Committee has been established to provide advice to Council on matters relating to leisure and recreation within the municipality.

Membership of the Committee is drawn from key stakeholders and subject matter experts to develop partnership responses to the local communities leisure and recreation needs.

The minutes of the 23 February 2015 meeting is attached at **Appendix 1** for Council awareness.

#### 2. Background/Issues

The purpose of the Committee is to provide advice and recommendations to Council relating to Leisure and Recreation matters within the municipality.

At its meeting of 23 February 2015, the Committee discussed the following:

- The actions from the last meeting
- Athletics/Hockey Facility Update
- Arnold's Creek Recreation Reserve Ovals/Pavilion Expression of Interest
- West Melton Recreation Reserve Tennis Courts/Pavilion Expression of Interest
- Sporting Clubs Alcohol Accord
- Programs Update
- Community Engagement sessions

#### 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**

Operational expenses extending from the Leisure Advisory Committee are accommodated within Councils recurrent budgets.

#### **5. Consultation/Public Submissions**

The Leisure Committee is an Advisory Committee of Council and where public consultation and/or submissions are identified as being appropriate, the Committee will recommend an appropriate consultation process to Council for endorsement.

#### **6. Risk Analysis**

Failure to address and promote the strengths and opportunities for leisure and recreation in the municipality provides a risk to our growing community. To improve community health and wellbeing, Council must ensure that the community is aligned and aware of the Leisure and Recreation opportunities available.

#### **7. Options**

The Leisure Advisory Committee is a Committee to Council, therefore Council has the discretion to accept, reject or amend the Committee's recommendations, as Council deems appropriate.

### **LIST OF APPENDICES**

1. Leisure Advisory Committee Meeting Minutes 23 February 2015

## 11.8 COMMUNITY LEARNING BOARD MINUTES - 26 FEBRUARY 2015

**Author: Peter Blunden- Life Long Learning Officer**  
**Presenter: Peter Bean- General Manager Corporate Services**

### PURPOSE OF REPORT

To present to Council Minutes of the Community Learning Board meeting held on 26 February 2015.

### RECOMMENDATION:

That Council note the unconfirmed Minutes of the Community Learning Board Meeting held on 26 February 2015 and the recommendations contained therein be adopted.

Crs Turner/Majdlik. That the recommendation be adopted.

CARRIED

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## REPORT

### 1. Executive Summary

The Learning Board met on 26 February 2015 and addressed the following items:

- Progress on the Learning Plan and Action Framework 2015-2018
- A presentation by Sunita Mann of Council's Lead, Educate, Advocate, Demonstrate, Sustainability (LEADS) program
- Progress reports from the Board's working parties
- Evaluation of the Community Learning Board Terms of Reference to Council.
- Invitation to Council to send a delegation of 3-5 people to the UNESCO Global Learning Cities Conference to be held in Mexico City.
- Two areas for advocacy were identified:
  - (1) Advocate for internet coverage to areas that have no internet access, for example, Burnside.
  - (2) Assistance for disabled getting on and off V Line trains

The minutes of the 26 February 2015 meeting are attached as **Appendix 1**.

### 2. Background/Issues

The Community Learning Board meets bimonthly and considers matters relating to employment, education and lifelong learning within the City. The Learning Board promotes Melton as a Learning City.

Council established the Community Learning Board in 1998 to promote the importance of lifelong learning to the social and economic development of Melton. The Board is an Advisory Committee which presents its recommendations to Council. The Community Learning Board connects those involved within the City in these endeavours in a forum to



improve lifelong learning opportunities for the community. Membership is drawn from all learning sectors, industry and community organisations and also comprises a number of ex officio members from Council and other formal education service providers.

The Board has two working parties that concentrate on various elements of lifelong learning and implement the Community Learning Plan 2011-2014 through its Annual Action Plan. They are the Economic Development and Lifelong Learning Working Party and the Social Inclusion and Lifelong Learning Working Party. There is also a Kindergarten Working Party that is a joint activity of the City's Early Years Partnership and the Community Learning Board and the Schools Provisioning Working Party. Activities of these working parties are reported in Community Learning Board minutes.

### **3. Council Plan Reference and Policy Reference**

The Melton City Council 2013-2017 Council Plan references:

3. Diverse, Confident and Inclusive Communities: A culturally rich, active, safe and connected City

*3.4 Provide lifelong learning opportunities to build social connections and self development*

### **4. Financial Considerations**

There are no financial implications for Council with the recommendations of the Committee as contained in the Minutes.

### **5. Consultation/Public Submissions**

The Community Learning Board is an Advisory Committee of Council and where public consultation and or submissions are identified as being appropriate the Board would recommend an appropriate consultation process to Council for endorsement.

### **6. Risk Analysis**

Being regularly informed on Community Learning Board activities assists Council in controlling any possible risk exposure.

### **7. Options**

The Community Learning Board is an Advisory Committee to Council and Council therefore has the discretion to accept/reject or amend its recommendations as Council deems appropriate.

## **LIST OF APPENDICES**

1. Community Learning Board Minutes 26 February 2015

## 11.9 MINUTES OF THE HERITAGE ADVISORY COMMITTEE - 13 FEBRUARY 2015

Author: Matthew Milbourne- Senior Strategic Planner  
Presenter: Bob Baggio- Manager Planning and Environment

Cr Carli left the Chamber at 7.23pm.

### PURPOSE OF REPORT

To present the minutes of the Heritage Advisory Committee meeting held on Friday, 13 February 2015.

### RECOMMENDATION:

That Council note the unconfirmed minutes of the Heritage Advisory Committee meeting held on Friday, 13 February 2015 and the recommendation contained therein be adopted by Council.

Crs Dunn/Majdlik. That the recommendation be adopted.

CARRIED

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## REPORT

### 1. Executive Summary

The Heritage Advisory Committee provides advice to Council on the management and conservation of heritage in the City of Melton. The Committee makes recommendations to Council for applications to the Heritage Assistance Fund and advocates on behalf of the community on heritage matters.

At the 13 February meeting, the Heritage Advisory Committee discussed the nomination of the restoration of the Toolern Vale Naturalist Hut for this year's Heritage Award, Heritage Week 2015, the need to advertise for two new committee members, and the possibility of undertaking work to better investigate the development of Melton Township in the 1960s and 1970s (the early stages of Melton's Satellite City era).

It is recommended to Council that the Heritage Award for 2015 be awarded to the restoration of the Toolern Vale Naturalist Hut.

### 2. Background/Issues

At its 13 February Meeting, the Committee:

- Considered the one nomination that was received for the City of Melton Heritage Award 2015. The Committee unanimously agreed that the award be granted to the restoration of the Toolern Vale Naturalist Hut and recommends to Council that the Heritage Award 2015 be awarded to restoration of the Toolern Vale Naturalist Hut.
- Viewed the advertising material for Heritage Week 2015.
- Discussed undertaking work to investigate the development of Melton Township in the 1960s and 1970s in response to one of the actions in the City of Melton's Heritage Strategy, which is to *'focus future work on specific elements that are not yet covered by heritage studies such as migration, natural environment'*.
- Discussed the need to advertise the two community member positions on the committee which need to be filled.

Refer **Appendix 1** for a copy of the meeting minutes

### **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**

None.

### **5. Consultation/Public Submissions**

Not applicable.

### **6. Risk Analysis**

The Committee has an advisory capacity only, and can make recommendations that Council can choose to not adopt. Accordingly, it is considered that there is limited risk to Council.

### **7. Options**

Note the unconfirmed minutes from the Heritage Advisory Committee Meeting of the 13 February 2015 and the recommendation contained therein be adopted by Council.

### **LIST OF APPENDICES**

1. Heritage Advisory Committee Meeting Minutes, 13 February 2015

## 11.10 PROPOSED SCOUT ENVIRONMENT EDUCATION AND ACTIVITIES CENTRE - BURNSIDE HEIGHTS RECREATION RESERVE

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

Cr Lara Carli returned to the Chamber at 7.26pm.

### PURPOSE OF REPORT

To consider the request from Scouts Victoria to acquire land at Burnside Heights Recreation Reserve

### RECOMMENDATION:

That Council:

1. Notes the correspondence received from Scouts Victoria (**Appendix 2**).
2. Not support an in-principle commitment to subdividing, rezoning and transferring the title of an identified parcel of land at Burnside Heights to allow for the construction of the Scouts Environment Education and Activities Centre.
3. Delegates authority to the Chief Executive Officer, subsequent to further investigation and resolution of any statutory and planning issues, to lease Council owned land to Scouts Victoria at Burnside Heights Recreation Reserve or another suitable location within the municipality to provide a site for the establishment of an Environment Education and Activities Centre.
4. Present a further report to Council upon completion of discussions and negotiations with Scouts Victoria.

Crs Dunn/Turner. That the recommendation be adopted.

CARRIED

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## REPORT

### 1. Executive Summary

Council has recently been approached by Scouts Victoria to provide an in-principle commitment to subdividing, rezoning and transferring the title of an identified parcel of land at Burnside Heights to allow for the construction of the Scouts Environment Education and Activities Centre.

This request has come to Council after a sequence of meetings with Officers and a presentation to Council on the future of scouting in Melton and in particular the Eastern Corridor. These meetings have focussed on Scouts Victoria providing a new home for the 1<sup>st</sup> Caroline Springs Scout troop and establishing an Environment Education and Activities Centre.

Scouts Victoria has identified Burnside Heights Recreation Reserve as their preferred site for this facility and they are now seeking Council support.

Scouts Victoria have requested that Council complete the necessary planning and site works to then allow Council to gift a portion of Burnside Recreation Reserve to Scouts Victoria for the establishment of the SEEAC.

Scouts Victoria has provided provisional layout plans of how they see the SEEAC being constructed.

Council has undertaken a preliminary assessment of the site proposed and has identified a number of constraints to the project progressing as per the Scouts proposal. These constraints include:

- Current land ownership and the existing zoning of the land.
- Lack of services (power, water, sewer) to the site location.
- Existing site conditions including easements.
- Availability and number of car parks required.
- Consistency and potential conflict with the Council endorsed Masterplan for Burnside Heights Recreation Reserve.

The constraints identified at the proposed site do not prevent the establishment of an Environment Education and Activities Centre however they do complicate how this project will be achieved and it is Officers belief that significant further work will be required to reach agreement on a project moving forward.

## 2. Background/Issues

Scouts Victoria has approached Council requesting to acquire a section of land within the Burnside Heights Recreation Reserve. Initially the request from Scouts Victoria was to purchase but the most recent communications are seeking the transfer of land from Council to Scouts Victoria to offset the cost of the facility construction and ensure the project remains viable.

The land identified for the location of SEEAC is part of the existing Burnside Heights Recreation Reserve, Lot S Plan of Subdivision: 523266T and is located between the eastern entry to the reserve and the drainage reserve Lot RES1, Plan of Subdivision: 523267R as shown in **Appendix 1**.

The Burnside Heights Recreation Reserve, including the environmental space associated with the Kororoit Creek Linear Reserve, was transferred as public open space to Council as part of the Tenterfield residential development undertaken by Vic Urban.

Scouts Victoria seeks to acquire the land on a basis that “reflects the community ‘value-add’ that Scouts Victoria provides in building this facility and running Environmental Education” (**Appendix 2**).

Council should note that the transfer of land to Scouts Victoria as requested would require a planning scheme amendment subdividing the site from the Council reserve. This is a complicated process that will require State Government approvals that are complex and potentially extremely difficult to obtain.

Council endorsed the Burnside Heights Recreation Reserve Masterplan at the Ordinary Council Meeting of 20 September 2012. This Masterplan (**Appendix 3**) identifies the recreation reserve as the land commencing to the east of the eastern car park with the land to the east being indigenous grassland.

The Masterplan includes a shared path within the site that has been identified by Scouts Victoria as their preferred location.

This shared path can be relocated further to the west but this would result in additional cost to the project or Council due to the need to traverse the drainage reserve that is located to the north of the site.

Further analysis of the Masterplan work on this section of the reserve would also be required before allowing the proposed project to proceed to determine if there are indigenous grasses located in this area.

The Masterplan for the site has also identified car parking needs for the reserve and allocated space within the site to meet these demands.

The construction of the Environment Education and Activities Centre will likely have an impact on the demand for car parking within the reserve and therefore further analysis will be required to determine if the current provision is adequate to meet the demand created by the proposed facility.

The reserve is currently zoned Public Park and Recreation Zone (PPRZ) under the Melton Planning Scheme. The purpose of land zoned PPRZ is to:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies
- To recognise areas for public recreation and open space
- To protect and conserve areas of significance where appropriate, and
- To provide for commercial uses where appropriate.

Land that is zoned PPRZ is public land that is owned and/or managed by a public authority. A wide variety of uses of the land, along with construction of buildings, can be undertaken by private entities, but these uses/ works and construction must be approved by the public land manager and be in accordance with Clause 36.01-1. Subdivision of the land is allowed under Clause 36.02-2 of the Planning Scheme but any change of ownership to a private entity would trigger a requirement for the rezoning of the land from PPRZ. Rezoning of this land may also be problematic on the basis that:

- The amendment if authorised would need to be exhibited and could generate opposition from surround residents.
- Council would probably need to satisfy the Minister that the land is surplus to the community's need for public open space.
- Depending on the future zoning, there is the possibility that the land could be on-sold for more intensive development.

It should be noted by Council that in contrast if the land was leased to the Scouts and retained as part of the reserve, then rezoning of the land would not be required.

However, there would still be a requirement for the Scouts to lodge a planning permit application for the use and development of the site. In addition to standard planning permit application requirements there are a number of site specific issues that would have to be satisfied in any planning permit application to develop the site include but are not limited to:

- Preparation and approval of a Cultural Heritage Management Plan.
- Consideration of the existing offset site for native vegetation and its required buffers which impact the site
- Impact on the approved master plan for the site including the stormwater and drainage assets, the proposed 'Indigenous Grasslands' and proposed shared trails.'

Additionally the land identified by Scouts Victoria has previously been proposed as a location suitable for a storage facility for a stormwater capture and reuse program for the Burnside Heights Recreation Reserve. This site was identified as a suitable location due to its proximity to the recreation reserve and the drainage scheme to the north, thereby enabling adequate volumes of stormwater to be stored and used for irrigation of the sportsgrounds.

The proposal provided by Scouts Victoria (**Attachment 1 of Appendix 2**) shows the building footprint encroaching onto the drainage reserve Lot RES1, Plan of Subdivision: 523267R. Whilst this layout may be indicative, the encroachment into the drainage reserve cannot be approved unless the Water Sensitive Urban Design (WSUD) elements within the reserve are modified to allow for the building to be built in the proposed location.

The proposed site is approximately 3,500 square metres in size and is currently un-serviced and as such would require all services to be provided. There is limited provision of services on the south side of Tenterfield Boulevard and therefore the cost of the provision of these services would require further determination prior to any agreement being entered into.

There appears to be no demonstrable reason why the land needs to be transferred to the Scouts and therefore trigger the need for a Planning Scheme Amendment and subsequent subdivision.

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

### **4. Financial Considerations**

N/A.

### **5. Consultation/Public Submissions**

No consultation has been undertaken at this stage.

### **6. Risk Analysis**

The broader Burnside Heights Recreation Reserve has been set aside for sporting and community use as well as environmental protection. The approval of process to rezone, subdivide and sell a section of this land will result in a reduction of land in public ownership and may result in inappropriate higher density development adjacent to the reserve.

The proposed use of a section of the reserve to establish the Environment Education and Activities Centre is within the allowable uses within Clause 36.01-1 of the Planning Scheme even with the land retained in public ownership.

Should Council allow the development of this site by Scouts Victoria, the potential use for stormwater collection and harvesting for the Burnside Heights sportsgrounds will be reduced and an alternate location would be required in the event that funding is made available for this project.

The proposed site is currently un-serviced and appropriate services will be required for the proposed facility. The cost of provision of the required services will need to be met by Scouts Victoria.

### **7. Options**

Council has the option to:

1. Endorse the Officer's recommendations as presented.
2. Reject the request from Scouts Victoria.

3. Assist Scouts Victoria in identifying a suitable location within the Melton East Corridor for the establishment of the Environment Education and Activities Centre.

**LIST OF APPENDICES**

1. Site Plan
2. Correspondence from Chairman, Scouts Victoria
3. Burnside Heights Recreation Reserve Master Plan



## 11.11 EMERGENCY RELIEF FUNDING OUTCOME

**Author: Christine Levy- Coordinator Family Services**  
**Presenter: Maurie Heaney- General Manager Community Services**

### PURPOSE OF REPORT

To advise Council on the successful outcome of Emergency Relief Funding received from the Federal Government (Department of Social Services).

### RECOMMENDATION:

1. That Council note the successful outcome of obtaining \$553,307 funding received from the Federal Government (Department of Social Services) for Emergency Relief.
2. The Council note the Funding and Service Agreement is for the period 1 March 2015 to 30 June 2017.

Crs Majdlik/Bentley. That the recommendation be adopted.

CARRIED

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## REPORT

### 1. Executive Summary

Due to changes in federal government funding arrangements, Council was required to apply for Emergency Relief funding. As a result of the submission process, Council has been awarded \$553,307 to support vulnerable members of the community from 1 March, 2015 to 30 June 2017.

### 2. Background/Issues

Melton City Council has received Federal funding to support community hardship since 1980. The funding was successfully acquitted each year and increased gradually over that period. The funding has been distributed to those in need primarily for food relief, utilities, accommodation, education and medical needs.

In order to ascertain client need, Council officers conduct an intake and assessment appointment. If a client meets government funding guidelines, financial assistance may be provided through vouchers or payments to third parties, no cash payments are available.

Council was advised by the Federal Government (Department of Social Services) it intended to review and assess all funded programs at the end of June 2014. All funding and service agreements would cease as of this date and Council was required to reapply for funding. The competitive grant application process was open to a variety of other services and agencies. Council's submission was lodged on 22 July 2014. The submission reflected Council's past record of successful service delivery, the level of professionalism demonstrated, and the extensive knowledge of local community need.

Council was formally advised in writing on the 19 January 2015 that it was successful in obtaining \$553,307 in Federal Government funding to continue the service which will assist families in accessing critical financial assistance (**Appendix 1**).

### **3. Council Plan Reference and Policy Reference**

The Melton City Council 2013-2017 Council Plan references:

3. Diverse, Confident and Inclusive Communities: A culturally rich, active, safe and connected City

*3.1 Provide an accessible range of services for all including children, young people, families and older adults*

### **4. Financial Considerations**

The funding of \$553,307.00 will enable Family Services to provide much needed support to the vulnerable members of the community. Staff costs are accommodated in Councils recurrent budget and also offset by grants from Collingwood Football Club and WestWaters Hotel.

### **5. Consultation/Public Submissions**

Council Officers attended consultations with the Department of Social Services prior to submission lodgement on 22 July 2014.

### **6. Risk Analysis**

Available funding was significantly less than the number of applications submitted to the Department of Social Services. The funding allocated to Council is 5% less than previous year's funding.

No additional staff are required to deliver this program.

### **7. Options**

That Council note the successful outcome of the \$553,307 funding submission for Emergency Relief over a two year period.

### **LIST OF APPENDICES**

1. Emergency Relief letter of Grant Offer

## 11.12 JOINT STATEMENT ON ASYLUM SEEKERS LIVING IN THE COMMUNITY

**Author: Matthew Wilson- Manager Community Planning**  
**Presenter: Maurie Heaney- General Manager Community Services**

### PURPOSE OF REPORT

To inform Council about the Joint Statement on Asylum Seekers Living in the Community initiated by the City of Greater Dandenong.

### RECOMMENDATION:

That Council sign the Joint Statement (**Appendix 1**) on Asylum Seekers Living in the Community initiated by the City of Greater Dandenong.

Crs Turner/Majdlik. That the recommendation be adopted.

CARRIED

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## REPORT

### 1. Executive Summary

On 4 March 2015, the Mayor received correspondence from Cr Sean O'Reilly, Mayor of the City of Greater Dandenong, inviting Council to sign the Joint Statement on Asylum Seekers Living in the Community (**Appendix 1**).

The Joint Statement was initiated by the City of Greater Dandenong on behalf of local government authorities who wish to advocate for support toward Asylum Seekers living in the community. As of the 4 March 2015, eleven (11) Councils had endorsed the Statement.

The Joint Statement is an advocacy statement seeking increased coordination, resourcing and information toward the provision of locally accessible services for everyday issues faced by these people living in the community. Support for these people is limited, and this often results in social and material disadvantage. The result is an increased demand on other services that are available at the local level.

The Joint Statement is not intended to be a comment about Commonwealth government policy on Asylum Seekers.

### 2. Background/Issues

Asylum Seekers living in the community face a number of significant challenges whilst waiting for the outcome of their refugee status application.

People in this situation do not receive access to the range of welfare services through Centrelink that are available to Australian citizens. They are not permitted to find paid employment making the cost of living difficult to sustain. They are also not eligible for public housing and publicly funded health care.

Financial support is provided by the Commonwealth government via the Asylum Seeker Assistance Scheme and the Community Assistance Scheme which is distributed by Red Cross. This financial support is equivalent to approximately 89% of the Special Benefit payment available through Centrelink.

The result is that Asylum Seekers living in the community are faced with social disadvantage across housing, employment, and health needs.

The Joint Statement seeks government commitment to address seven (7) key issues. These issues are summarised as:

- **Aid:** that sufficient material aid would be available to Asylum Seekers whilst they await the outcome of their refugee status.
- **Information and Statistics:** that the Australian government would provide local government with timely and accurate data about Asylum Seekers living in the local community to enable service provision.
- **Social Inclusion and Engagement:** that Asylum Seekers would be educated about living in Australian communities, that local social engagement programs would be funded, and that processing of Asylum Seeker applications would be done in a timely fashion.
- **Local Level Coordination:** that a centralised coordination point within local areas would be resourced.
- **Housing:** that suitable and affordable accommodation options are supported for Asylum Seekers.
- **Education:** that meaningful and engaging education programs are resourced, and that access to formal education settings for people under the age of 18 is provided.
- **Accountability:** that in return, local government commits to be effective and efficient, and provide evaluated programs and services to identified Asylum Seekers.

At this point in time, officers do not have specific data on the number or demographic profile of Asylum Seekers living with the Melton municipality. It is hoped that a positive government response to the Joint Statement would result in local government being able to identify Asylum Seekers living in the local area and engage with them around basic social needs and services.

### 3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

3. Diverse, Confident and Inclusive Communities: A culturally rich, active, safe and connected City

*3.5 Build an inclusive community that embraces and values cultural diversity and celebrates our collective heritage*

### 4. Financial Considerations

Nil.

### 5. Consultation/Public Submissions

Nil.

### 6. Risk Analysis

There is no identified risk in signing the Joint Statement given that it advocates for increased resources and coordination of support for Asylum Seekers within local communities.

## **7. Options**

Council has two options:

1. Sign the Joint Statement as per the recommendation in the report, or
2. Declining to sign the Joint Statement.

## **LIST OF APPENDICES**

1. Joint Statement on Asylum Seekers Living in the Community

## 11.13 SCOPE SERVICES LEASE RECOMMENDATION

**Author: Vicky Matthews- Children Services Manager**  
**Presenter: Maurie Heaney- General Manager Community Services**

### PURPOSE OF REPORT

To provide Council with an overview on the lease proposal from Scope services.

### RECOMMENDATION:

That Council:

1. Endorse approval for Scope services to enter into a lease arrangement for office space at the facility located at 237 Station Road, Melton (**Appendix 1**).
2. Endorse the term of lease initially be for a two (2) year period with an option to extend for a further two (2) by two (2) years pending negotiations at that time.

Crs Turner/Cugliari. That the recommendation be adopted.

CARRIED

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## REPORT

### 1. Executive Summary

Council has an existing facility located at 237 Station Road, Melton which was previously utilised for Early Intervention services. An opportunity has arisen from Scope services requesting Council to consider an opportunity to lease them office space at the facility (lease area 150 square metres) for initially a two (2) year term, with an option to extend for a further two (2) by two (2) years extensions.

This report provides an overview of Scope services and recommendations to Council for consideration.

### 2. Background/Issues

Early Childhood Intervention services (ECIS) supports the development and wellbeing of children with a disability from birth to school entry age. Scope services are an experienced provider who recognises that parents and carers understand their children's needs and see their role as assisting and supporting families to access services needed by their child.

Scope services assist families; provide support and access to services for children who have had a disability or developmental delays. Their service specifically is tailored to meet the individual needs of the child and is focused on supporting the child in their natural environment and their everyday experiences / activities. The service also provides assistance to families with issues and accessing services required by their child.

Scope services team members are inclusive of Occupation Therapists, Speech Pathologists, Physio Therapists, Psychologists, Teachers and Inclusion Support Specialists. It is the intention of Scope services to provide six (6) staff members based at the Centre at 237 Station Road, Melton providing administration and therapy programs. Scope services currently provide assistance to 106 families and supports schools in and around Melton. In 2014, 160 clients and families living in Melton received Scope services, with that number

anticipated to be exceeded in 2015. Scope services Early Intervention programs are also funded from the State Government by the Department of Education and Training.

The current facility is vacant and the opportunity exists to lease a 150 square metres of the property to Scope services who would provide services to the community and most importantly to children that require specific support related to Early Intervention. Scope services will be responsible for the outgoings as part of the lease, such as cleaning and utilities.

### **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**

The lease will return to Council \$22,000 per annum exclusive of GST over the first two (2) years. Negotiations will occur if Scope services intends to take up the lease extension. The lease price was valued between \$20,000 - \$30,000 per annum.

### **5. Consultation/Public Submissions**

Council officers have had discussions with the Department of Early Years and Training officers on Scope services providing extra Early Intervention places in the City of Melton.

### **6. Risk Analysis**

N/A.

### **7. Options**

That Council adopts the recommendations outlined in the report.

## **LIST OF APPENDICES**

1. Floor Plan

## 11.14 PROPOSED TELECOMMUNICATION LEASE TO OPTUS MOBILE PTY LTD AT BURNSIDE RECREATION RESERVE, BURNSIDE HEIGHTS

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

### PURPOSE OF REPORT

To approve the lease of 27.5sqm to Optus Mobile Pty Ltd at 115 Tenterfield Drive, Burnside Heights (Burnside Recreation Reserve), for the use and development of the land for the purpose of a telecommunications facility comprising a 25-metre high monopole with associated antennae and an equipment shelter.

### RECOMMENDATION:

That Council;

1. In accordance with Section 190 of the Local Government Act 1989 advertise its intention to enter into a lease at with Optus Mobile Pty Ltd at 115 Tenterfield Drive, Burnside Heights (Burnside Recreation Reserve) for a term of 20 years commencing at \$12,000 per annum plus GST to be increased by 3% compounding annually.
2. Invite submissions in relation to the proposal in accordance with Section 223 of the Local Government Act 1989.
3. Complete the statutory procedures in accordance with Section 190 of the Local Government Act 1989 and proceed with the preparation of the lease should no submissions be received.
4. Council sign and seal all documents relating to the lease to Optus Mobile Pty Ltd.

Crs Turner/Majdlik. That the recommendation be adopted.

CARRIED

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## REPORT

### 1. Executive Summary

Installation of telecommunication infrastructure is essential to meet the increasing mobile phone usage demands of our growing community. From time to time, Council receives planning applications for mobile phone towers and associated structures, and where intended to be built on Council land, a lease must also be entered into.

In regards to this site, Planning Permit PA2010/2734 (**Appendix 1**) was previously issued by Council on 29 April 2011 for the purpose of a Telecommunications Facility. This permit was issued at the direction of VCAT following an appeal by objectors to Council's approval of the application. There were two objections to the application. This permit has expired as the development has not commenced within two years and an application has not been made to Council seeking an extension of time to the planning permit.

As a consequence, a new planning permit application PA2014/4456 (**Appendix 2**) has been approved by Council for the proposed use and development. This application also generated two objections, however no appeal was made and the permit subsequently issued. In order for works to commence, a lease must be negotiated between Council and the carrier, Optus Mobile Pty Ltd.



The proposed lease is for a period of 20 years with review periods at 5, 10 and 15 years and a commencement rent of \$12,000 per annum plus GST. Rent will be increased by 3% on each anniversary of the commencement date compounding annually.

## 2. Background/Issues

The subject land is known as Lot S on Plan of Subdivision PS 523266T and is located on the south east corner of Tenterfield Drive and Freelands Drive in Burnside Heights, identified within **Appendix 2**. The land is irregular in shape, relatively flat and contains a large Council owned and managed public open space reserve (Burnside Heights Recreation Reserve) comprising two sports ovals with lighting, a two storey brick and cement rendered building (sports pavilion), playground area, cricket practice nets and multi-purpose sports area with associated car parking and landscaping.

The subject land forms part of an established residential area. The land to the north on the opposite side of Tenterfield Drive consists of single and double storey brick and cement rendered dwellings with concrete tiled roofing. The only exceptions are land directly opposite the site which contains a number of single storey stone and brick buildings and structures associated with the use of the land for an Early Learning Centre and Primary School. The adjoining land to the east consists of established residential development and the Kororoit Creek within the City of Brimbank. The adjoining land to the south consists of vacant land and the continuation of the Kororoit Creek. The land to the east on the opposite side of Freelands Drive consists of single and double storey detached brick and cement rendered dwellings with concrete tiled roofing directly fronting the subject land.

Details of the proposal can be summarised as follows:

- The existing light pole (24.5 metre high) at the south-east end of the main sports oval occupying the southern portion of the subject land is to be removed and replaced by a new monopole (25 metres high) and six new panel antennas.
- The panel antennas will be attached to the top of the monopole resulting in an overall height of 27 metres for the proposed telecommunications facility.
- The existing sports field lights would be removed and re-attached to the monopole at the same height (24.5m) as they are currently located on the existing light pole.
- The proposal also includes ancillary equipment – twenty one remote radio units, cable tray feeders, amplifiers, combiners and mounts. These will all be attached to the monopole directly below the height of the existing sports lighting.
- A new above ground equipment cabinet is proposed and will be located 3 metres directly south of the monopole. The dimensions of the cabinet are 3 metres (length) by 2.5 metres (width) by 2.9 metres (height).
- The cabinet will be enclosed by a 2.7 metre high chain mesh fence with 3 metre wide access gates.
- Access to the proposed facility will be via the existing vehicle crossover on Tenterfield Drive on the northern side of the subject land. The applicant has advised that the facility will require maintenance on an infrequent basis (approx. 2-4 times a year).
- The proposed telecommunications facility will be setback 160 metres from the northern boundary (Tenterfield Drive frontage), 300 metres from the eastern boundary, 70 metres from the southern boundary and 350 metres from the western boundary (Freelands Drive frontage).

There are no covenants registered on the Certificate of Title for the subject land. However, a Section 173 Agreement is registered on the title. The Agreement outlines the obligations of the developer to provide infrastructure contributions and infrastructure works required to be undertaken to open space areas as part of the Tenterfield Estate. These contributions have been made to Council while the infrastructure works have been completed to the satisfaction of Council and do not relate to the proposed use and development. Therefore, the proposal does not contravene the requirements of the agreement.

### **3. Council Plan Reference and Policy Reference**

The Melton City Council 2013-2017 Council Plan references:

3. Diverse, Confident and Inclusive Communities: A culturally rich, active, safe and connected City

*3.4 Provide lifelong learning opportunities to build social connections and self development*

### **4. Financial Considerations**

Council will receive \$12,000 per annum plus GST at the commencement of the lease which will increase annually by 3% compounding. There are also review periods at the 5, 10 and 15 year intervals.

Inclusion of a standard co-location clause for additional rent should Optus Mobile Pty Ltd enter into a Co-location Agreement with another carrier or service provider will be negotiated as part of the Lease agreement.

Legal costs will be incurred in the preparation of the lease documents, to which Council will request that Optus contribute \$1,500 towards reimbursement of these costs, however this may increase up to \$3,000 if it is considered excessive the number of amendments required to the lease.

There are minor costs associated with the public advertising in the local newspapers, however these costs can be accommodated within the Customer Engagement administration budget.

### **5. Consultation/Public Submissions**

Through the planning permit application process a substantial amount of mandatory public consultation was undertaken regarding the installation of the monopole at the Burnside Recreation Reserve as part of the previous Planning Permit No 2010/2734.

An internal consultation process was also conducted with Council's Environmental Health Department and Council's Leisure Services Department.

### **6. Risk Analysis**

Approval of the recommendation creates no especial risk to person or property. The planning permit application process has previously twice canvassed community feedback in this matter, so significant negative community response is considered unlikely through the s223 process.

Refusal of the recommendation may cause the carrier to invoke powers vested by the federal Telecommunications Act 1997, in which access to the land may be forced without Council consent. It would also run contrary to the twice previous approval of a Planning Permit.

## **7. Options**

1. Accept the recommendation, allowing the approved Planning Permit to be fulfilled,
2. Modify the recommendation, seeking variations to the proposed commercials,
3. Reject the recommendation, refusing to lease the land identified within the Planning Permit.

## **LIST OF APPENDICES**

1. Planning Permit PA2010/2734
2. Planning Permit PA2014/4456

## 11.15 PREPARATION OF THE MUNICIPAL BUDGET 2015/2016

Author: Shan Thurairajah- Manager Finance  
Author: Mahroof Noor- Management Accounting Coordinator  
Presenter: Peter Bean- General Manager Corporate Services

Cr Turner left the Chamber at 7.59pm.

Cr Turner returned to the Chamber at 8.00pm.

### PURPOSE OF REPORT

For Council to endorse the draft 2015/2016 Municipal Budget and commence the statutory process to exhibit this draft budget and receive submissions.

### RECOMMENDATION:

That:

- 1) The “*Draft Budget*” annexed (**Appendix 1**) be the proposed draft budget for 2015/2016, prepared in accordance with section 127 of the Local Government Act 1989, (the Act);
- 2) The Chief Executive Officer be authorised to;
  - a) Give *Public Notice* of the preparation of such proposed budget, in accordance with section 129 of the Act, and
  - b) Make available for public inspection a copy of the “*Draft Budget*” as set out in the *Public Notice*;
- 3) The “Section 223 Submission Committee” of Council hear from any person who wishes to be heard in support of his/her submission pursuant to the *Public Notice* and section 223 of the Act and report to Council accordingly;
- 4) The Chief Executive Officer be authorised to undertake the necessary administrative procedures to enable the Committee to meet, consider such submissions and prepare a report to Council;
- 5) Council consider;
  - a) the report of the Committee described in recommendation 3, and
  - b) adoption of the Municipal Budget 2015/2016, at the Ordinary meeting of Council to be held on 23 June 2015.

During debate, Cr Carli read a Media Release from the Minister for Local Government entitled “Minister warns Council’s to get back to basics”, and required the fact be minuted.

Crs Ramsey/Turner. That the recommendation be adopted.

CARRIED

Cr Ramsey called for a division of Council.

#### For:

Crs Bentley, Cugliari, Dunn, Majdlik, Ramsey and Turner.

#### Against:

Cr Carli.

The Mayor declared the division CARRIED

## REPORT

### 1. Executive Summary

Section 127 of the Local Government Act 1989 (The Act) requires that Council prepare a budget for each financial year.

The Council must ensure that the budget contains –

- The standard statements in the form and containing the matters required by the regulations
- A description of the activities and initiatives to be funded in the budget
- A statement as to how the activities and initiatives referred to above will contribute to achieving the strategic objectives in the Council Plan
- Separately identified Key Strategic Activities to be undertaken during the financial year and performance targets and measures in relation to each Key Strategic Activity.

The Act also requires Council to annually declare by 30 June the following for that year –

- The amount which the Council intends to raise by general rates, municipal charges, service rates and service charges;
- Whether the general rates will be raised by the application of –
  - A uniform rate; or
  - Differential rates

The “*Draft Budget*” in this report has been prepared for public display and to receive public comment. It is proposed that public submissions close on 22 May 2015 and be heard by Council’s Section 223 Submission Committee on 02 June 2015.

It is further proposed that the Budget will be adopted by the Council at its Ordinary Meeting to be held on 23 June 2015.

The major highlights of the “*Draft Budget*” include -

- A 4.4% increase in total Rate and Charges income from 2014/2015 levels.
- Average rates and charges, including waste management charge, per property will be \$1,832 for 2015/2016 year.
- A levy of \$136 per property as the Municipal Charge for the year.
- Borrowings of \$7.85 million for 2015/2016 year, Debt redemption of \$7.24 million, therefore net new borrowing of \$0.61 million.
- Increase in Council Pensioner rebate from \$65 to \$70 per eligible property.
- Capital expenditure of \$25.4 million.

### 2. Background/Issues

Council commenced its budget process for 2015/2016 in December 2014, and officers have prepared the “*Draft Budget*” giving consideration to the growing needs of the community, service delivery demands, “high priority” requests received from the public via various forums, surveys and requests from Councillors. The draft budget reflects the priority of Council in delivering high quality and best value services and infrastructure to the

community. After much review and discussion, the draft Budget has been finalised and presented for consideration.

The “Draft Budget” includes capital expenditure of \$25.4 million comprising –

- \$6.5 million for Community buildings,
- \$5.4 million for Road infrastructure works,
- \$8.9 million for works in Recreational assets,
- \$1.4 million for replacing Plant, Equipment and Furniture,
- \$1.2 million for Renewal programs,
- \$2.0 million for a range of other projects.

**Projects included in the “Draft Budget” are funded by a combination of rate revenue, borrowings, developer contributions and government grants.**

**The full list of new initiatives included in the “Draft Budget” is detailed in Appendix C. The table below lists the more significant new projects and initiatives:**

Project Description	Budgeted for 2015/2016  \$'000
<b>Building &amp; Building Improvements</b>	
Burnside Heights Children & Community Centre	\$2,400
Redevelopment- Aged Precinct in McKenzie St	\$2,330
Melton Civic Centre Redevelopment Year 1	\$900
Resale Centre expansion	\$400
Building Upgrade Program – Community Centres & Pavilions	\$350
<b>Roads, Drainage, Footpath &amp; Bridge Works</b>	
Annual resurfacing & periodic reseals	\$2,400
Streetscape Improvements	\$2,000
Abbey Road Bridge construction	\$800
Footpaths replacement program	\$500
Street lighting (CEEP) program	\$491
Abbey Road construction - Toolern Creek to Ferris Road	\$447
Major traffic control works	\$150
Pedestrian crossing- Hume Drive/ Calder Park Drive	\$125
Resale Centre –Car park	\$100
<b>Recreational Projects</b>	
Athletics & Hockey facility, Bridge Rd Reserve	\$7,700
Passive reserve Development program	\$290
Mt Cottrell Recreation Reserve – Rehabilitation works	\$200
Sports Ground Lighting – Maintenance Program	\$200
Taylors Hill West PSP – Senior Football/Cricket Ovals, Tennis & Netball Courts	\$200
Playground Upgrade program	\$100
Sports floors Improvement program	\$100
Plumpton Aquatic Centre- Business Plan & Funding Strategy	\$70
<b>Others</b>	
Minns Road Retarding Basin Development	\$300
Library Collection	\$200
Street Tree Planting program	\$200
Active Open Space Vegetation Renewal program	\$100

The “*Draft Budget*” includes total income (including reserve transfers and borrowings) of \$223.9 million, which includes developer contributed infrastructure assets valued at \$62.5 million, for the budget year 2015/2016 (details shown below with comparative amounts for the 2014/2015 Adopted Budget).

	2014/15 \$ millions	2015/16 \$ millions	% Change
Rates & Charges Income- ** see note below	\$85.79	\$93.07	8.5%
Grants & Subsidies	\$28.00	\$29.25	4.5%
Fees & Charges	\$9.30	\$11.07	19.0%
Developer Contributions- Cash	\$9.41	\$9.55	1.5%
Developer Contributions- Assets	\$49.50	\$62.50	26.3%
Net gain (loss) on assets sales	\$0.24	\$1.78	641.7%
Borrowing	\$15.00	\$7.85	-47.7%
Transfer from reserves	\$6.74	\$4.91	-27.2%
Other Income	\$3.83	\$3.89	1.6%
<b>Total Income and Receipts</b>	<b>\$207.81</b>	<b>\$223.87</b>	<b>7.7%</b>

**\*\*The total increase in Rates and Charges income includes rates income received from supplementary valuations (growth 4.1%) carried out during the 2014/2015 year, plus the 4.4% rate increase which will increase the total rates income by 8.5%.**

**The total budgeted expenditure including Capital expenditure, debt redemption and Transfers to Reserves is \$172.6 million as detailed below.**

	2014/15 \$ millions	2015/16 \$ millions	% Change
Staff costs	\$46.89	\$47.00	0.2%
Other operating expenditure (ex depreciation and amortisation)	\$59.91	\$56.02	-6.5%
Finance costs	\$1.48	\$1.50	1.4%
Capital expenditure including carry forward works	\$52.83	\$25.42	-51.9%
Debt redemption costs	\$10.85	\$7.24	-33.3%
Depreciation / Amortisation	\$22.91	\$23.73	3.6%
Transfers to reserves	\$13.24	\$11.68	-11.8%
<b>Total Expenditure &amp; outgoings</b>	<b>\$208.11</b>	<b>\$172.59</b>	<b>-17.1%</b>

There is only a slight increase in budgeted staff costs between the years 2014/15 and 2015/16. This is due to reduction in staff oncost rates from 22% to 20% in 2015/16, (\$792,000), non provision for Defined Benefit Scheme shortfall in 2015/16 (\$400,000) and saving in staff salaries for programs discontinued in 2014/15.

The “*Draft Budget*” has been prepared taking into consideration Council’s Strategic Resource Plan (SRP). The “*Draft Budget*” includes new borrowing of \$7.85 million and \$7.24 million of repayment of debt in 2015/2016. The net borrowing of \$0.61 million will be utilised to fund much needed capital works.

**Appendix B** outlines Council's rationale in applying the rating differentials proposed in the draft budget.

### Differential Rating Categories

The "*Draft Budget*" includes differential rating categories as detailed below;

- General Rate
- Vacant Land Rate
- Retirement Village Rate
- Extractive Industry Land Rate
- Commercial and Industrial Developed Land Rate
- Commercial and Industrial Vacant Land Rate
- Rural Living Land Rate
- Rural Land Rate
- Urban Growth Land Rate

Full definitions of the differential rating categories is included in Appendix B of the attached "*Draft Budget*". Appendix B also provides a detailed analysis of the number of properties, valuation and the rates raised by each differential rating category proposed.

### Waste Management Charges

The proposed Waste Management Charges included in the "Draft Budget" is detailed in the following table.

Service Option	Garbage	Green	Recycle	Full year charge
<b>A</b>	<b>120 litre</b>	<b>240 litre</b>	<b>240 litre</b>	<b>\$305</b>
<b>B</b>	<b>80 litre</b>	<b>240 litre</b>	<b>240 litre</b>	<b>\$271</b>
<b>C</b>	<b>120 litre</b>	<b>120 litre</b>	<b>240 litre</b>	<b>\$261</b>
<b>D</b>	<b>80 litre</b>	<b>120 litre</b>	<b>240 litre</b>	<b>\$227</b>
<b>E</b>	<b>120 litre</b>	<b>No Bin</b>	<b>240 litre</b>	<b>\$218</b>
<b>F</b>	<b>80 litre</b>	<b>No Bin</b>	<b>240 litre</b>	<b>\$186</b>
<b>Additional Bin</b>				<b>\$133</b>

### Municipal Charge

The "*Draft Budget*" proposes a levy of \$136 per property as the Municipal Charge for 2015/2016 year.

### Fees and Charges

The Fees & Charges for various services provided by Council were reviewed and increased where appropriate. The recommended Fees & Charges schedule is included in **Appendix C**.

### Environmental Enhancement Rebate

The properties in Rural Zone, Green Wedge Zone, Green Wedge A Zone, Rural Conservation Zone, Farming Zone, Special Use Zone 5 and Urban Growth Zone may be entitled to an Environment Enhancement Rebate subject to certain conditions being met as per the approved Environmental Enhancement Policy (**Appendix C**).

The amount of rebate applicable for Rural Living, Rural and Urban Growth properties are based on the Differential Rating applied to the property.



The “*Draft Budget*” proposes the following rebates be allowed for eligible properties within the referred rating categories.

Differential Rating Category	EER Rebate Available
Rural Land	50% of the rate up to a maximum of \$10,000
Rural Living Land	25% of the rate up to a maximum of \$10,000
Urban Growth Land	25% of the rate up to a maximum of \$10,000
General Rate	25% of the rate up to a maximum of \$10,000

### 3. Council Plan Reference and Policy Reference

The Melton City Council 2013-2017 Council Plan references:

Leading the organisation and the community through accountability, Transparency and advocacy

*Practice good governance, social, economic and environmental responsibility*

### 4. Financial Considerations

Costs for exhibiting the budget will be approximately \$8,500 for advertisements in the local newspapers and The Age newspaper and this has been incorporated into the current budget.

### 5. Consultation/Public Submissions

Council, in accordance with section 223 of the Act, will be inviting submissions on the “*Draft Budget*” from the community, to be considered by Council before finalising the budget.

It is proposed the section 223 Committee consider all the submissions received on 2 June 2015 and make recommendations to the Council, which will consider the recommendations before it formally adopts the 2015/2016 Municipal Budget.

### 6. Risk Analysis

The process of endorsing the draft budget and seeking public submissions is prescribed in the Act. The process set out in this report complies with the Act and, as such, there is no risk associated with placing the draft budget on public exhibition and seeking feedback/submissions.

### 7. Options

Council is required to have the budget adopted by 30 June 2015. Council could defer endorsing the draft budget at this time which would delay the public consultation process. However, there is no reason to defer commencing the public consultation process as it will allow the maximum amount of time to consider submissions received and make any adjustments to the draft budget and have it adopted by Council before 30 June.

## LIST OF APPENDICES

1. Draft Municipal Budget 2015/2016

**12. REPORTS FROM DELEGATES APPOINTED TO OTHER BODIES**

Verbal reports were received from Crs Dunn, Cugliari, Majdlik, Carli and Turner.

Cr Dunn left the Chamber at 8.10pm.

A verbal report was received from Cr Bentley.

Cr Dunn returned to the Chamber at 8.12pm

A verbal report was received from Cr Ramsey.

**13. COUNCILLOR REPRESENTATIONS AND ACKNOWLEDGEMENTS****13.1 RECORD OF ASSEMBLY OF COUNCILLORS IN ACCORDANCE WITH SECTION 80A(1) OF THE LOCAL GOVERNMENT ACT 1989**

- 17 March 2015
- 24 March 2015
- 7 April 2015
- 14 April 2015

**Motion**

Crs Majdlik/Bentley.

That the Record of Assembly of Councillors attached to this Agenda dated 17 March, 24 March, 7 April, and 14 April 2015 be received and noted.

CARRIED

**LIST OF APPENDICES**

1. 17 March 2015 Record of Assembly of Councillor Minutes
2. 24 March 2015 Record of Assembly of Councillors
3. 7 April 2015 Record of Assembly of Councillors
4. 14 April 2015 Record of Assembly of Councillors

**13.2 PUBLIC ADDRESS BY EACH COUNCILLOR**

Crs Majdlik, Carli, Cugliari, Dunn, Turner, Bentley and Ramsey addressed the chamber in respect of a variety of matters of significance.

Cr Turner presented to the Mayor, Institute of Public Works Engineering Australia (Victoria), Western BACE Award of Excellence, projects over \$1M.

Cr Bentley presented to the Mayor, Institute of Public Works Engineering Australia (Victoria), Streetscape upgrade works Scott Street redevelopment, finalist in the Capital Project category.

**14. NOTICES OF MOTION****14.1 NOTICE OF MOTION 402 (CR MAJDLIK)****Councillor: Kathy Majdlik****Motion**

Crs Majdlik/Cugliari

That Council, no later than 8 September 2015 Ordinary Meeting of Council, provide a report to Council and subsequently to the MAV with material of the short, medium and long term consequences of rate capping in Melton City, being a growth Council.

CARRIED**Procedural Division of the Motion****For:**

Crs Bentley, Carli, Cugliari, Dunn, Majdlik, Ramsey and Turner.

**Against:**

Nil.

The Mayor declared the division unanimously CARRIED.

## 15. COUNCILLOR'S QUESTIONS WITHOUT NOTICE

Cr Ramsey inquired into local media reporting of the 'name change' of Diggers Rest Recreational Reserve Number 1 to 'Bloomdale Oval' and the legal status of any such change.

Cr Majdlik left the Chamber at 8.40pm.

## 16. MOTIONS WITHOUT NOTICE

Cr Cugliari

That Council write to Mr Luke Donnellan, Minister for Roads and Road Safety, Mr Wade Noonan, Minister for Police, all local members of the Legislative Assembly and Legislative Council and the CEO of VicRoads calling on them to take the necessary action to have speed limits on all unsealed roads in the City of Melton reduced to 50km per hour on the grounds that road safety is compromised by the existing 100km limit as:

- There is restricted visibility caused by dust on unsealed roads;
- Unsealed roads have a lower level of surface friction;
- There is often inadequate signage and/or inadequate driver attention to existing signage;
- No line marking exists to delineate traffic lanes, and
- Drivers inexperienced in driving on loose road surfaces often lack control of their vehicle when speeds are up to 100km/hr.

Cr Majdlik returned to the Chamber at 8.42pm.

## 17. URGENT BUSINESS

Nil.

## 18. CONFIDENTIAL BUSINESS

### Procedural Motion

Cr Majdlik/Dunn

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:

#### **18.1 Contract No. 15/024 Minns Road Retardation Basin - Stockpile Removal or Reshaping, Melton**

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

CARRIED

**FOI EXEMPT AND NOT AVAILABLE FOR PUBLIC INSPECTION**

MINUTES OF THE ORDINARY MEETING OF COUNCIL

21 APRIL 2015

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**Procedural Motion**

Crs Majdlik/Carli

That the meeting be opened to the public.

CARRIED

**19. CLOSE OF BUSINESS**

The meeting closed at 8.47pm.

Confirmed

Dated this

.....CHAIRPERSON