



# MELTON CITY COUNCIL

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

**27 February 2023**

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**THESE MINUTES CONTAIN REPORTS DEALT WITH AT A  
CLOSED MEETING OF COUNCIL**

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17.3	<b>CONTRACT 23-006 ANNUAL UNSEALED ROAD RE-SHEETING PROGRAM 2022/2023</b>	<b>194</b>
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- 17.4 PLANNING APPLICATION PA 2020/7009/1 - USE AND DEVELOPMENT OF THE LAND FOR A MOTEL (RESIDENTIAL HOTEL) WITH LANDSCAPING, A REDUCTION IN THE CAR PARKING REQUIREMENTS, BOUNDARY REALIGNMENT AND A TWO LOT SUBDIVISION OF THE LAND AT 2 GOURLAY ROAD AND 12 RUPICOLA COURT, HILLSIDE. 200**

To consider the draft consent orders that have been negotiated by the applicant and the objectors.

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## MELTON CITY COUNCIL

MINUTES OF THE MEETING OF THE  
MELTON CITY COUNCIL  
HELD IN THE COUNCIL CHAMBER,  
CIVIC CENTRE, 232 HIGH STREET, MELTON ON  
27 FEBRUARY 2023 AT 7.00PM

**Present:** Cr L Carli (Mayor)  
Cr J Shannon (Deputy Mayor)  
Cr S Abboushi  
Cr J Farrugia  
Cr G Kesic  
Cr K Majdlik  
Cr S Ramsey  
Cr B Turner  
Cr A Vandenberg

Ms R Wai, Chief Executive Officer  
Mr P Leersen, Director Organisational Performance  
Ms S Romaszko, Director City Futures  
Mr T Scoble, Director City Life  
Mr N Whiteside, Director City Delivery  
Mr L Shannon, Executive Lead Strategic Initiatives  
Mr B Dosser, Manager Legal, Governance and Risk  
Ms R Hodgson, Governance Coordinator  
Ms A Winther, Infringement Review Officer

### 1. OPENING PRAYER AND RECONCILIATION STATEMENT

The Mayor, Cr Carli opened the meeting at 7.00pm with the opening prayer and reconciliation statement.

The Mayor, Cr Carli, welcomed Cr Justine Farrugia and, in accordance with section 30 of the *Local Government Act 2020*, requested it be noted in the minutes that Cr Farrugia took the Oath of Office before the Chief Executive Officer on 9 February 2023 and that a copy of the Oath be included in the minutes, attached below:

Melton City Council

## Oath of Office

I **Justine Farrugia** make the following oath:

I swear by Almighty God that:

I will undertake the duties of the office of Councillor in the best interests of the municipal community

I will abide by the Councillor Code of Conduct and uphold the standards of conduct set out in the Councillor Code of Conduct.

I will faithfully and impartially carry out and exercise the functions, powers, authorities and discretions vested in me under the **Local Government Act 2020** and any other Act to the best of my skill and judgement.

Declaration made the Ninth day of February 2023

  
\_\_\_\_\_  
Councillor Signature

Councillor Name: Justine Farrugia

Witnessed by

  
\_\_\_\_\_  
Ms Roslyn Wai  
Chief Executive Officer  
Melton City Council

Made pursuant to section 30(1) of the *Local Government Act 2020*, section 5 of the *Local Government (Governance and Integrity) Regulations 2020* and Part 2 of the *Oaths and Affirmations Act 2018*

**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.

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

That the Minutes of the Meeting of Council held on 12 December 2022 be confirmed as a true and correct record.

**Motion**

Crs Ramsey/Majdlik.

That the Minutes of the Meeting of Council held on 12 December 2022 be confirmed as a true and correct record.

CARRIED



## 7. SUMMARY OF INFORMAL MEETING OF COUNCILLORS

### 7.1 SUMMARY OF INFORMAL MEETINGS OF COUNCILLORS IN ACCORDANCE WITH CHAPTER 6, RULE 1 OF THE COUNCIL'S GOVERNANCE RULES

- Monday 5 December 2022 Summary of Informal Meeting of Councillors
- Monday 12 December 2022 Summary of Informal Meeting of Councillors
- Wednesday 14 December 2022 Summary of Informal Meeting of Councillors
- Monday 19 December 2022 Summary of Informal Meeting of Councillors
- Monday 30 January 2023 Summary of Informal Meeting of Councillors

#### RECOMMENDATION:

That the Summaries of Informal Meetings of Councillors dated 5 December 2022, 12 December 2022, 14 December 2022, 19 December 2022 and 30 January 2023 provided as **Appendices 1 – 5** respectively to this report, be received and noted.

#### Motion

Crs Majdlik/Kesic.

That the Summaries of Informal Meetings of Councillors dated 5 December 2022, 12 December 2022, 14 December 2022, 19 December 2022 and 30 January 2023 provided as **Appendices 1 – 5** respectively to this report, be received and noted.

CARRIED

#### LIST OF APPENDICES

1. Summary of Informal Meeting of Councillors - 5 December 2022
2. Summary of Informal Meeting of Councillors - 12 December 2022
3. Summary of Informal Meeting of Councillors - 14 December 2022
4. Summary of Informal Meeting of Councillors - 19 December 2022
5. Summary of Informal Meeting of Councillors - 30 January 2023



## INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

<b>MEETING DETAILS:</b>				
<b>Meeting Name:</b>	Briefing of Councillors (held at Burnside Children's and Community Centre)			
<b>Meeting Date:</b>	Monday 5 December 2022			
	<table border="1"> <tr> <td><b>Time Opened:</b></td> <td>6.18 pm</td> </tr> <tr> <td><b>Time Closed:</b></td> <td>8.34 pm</td> </tr> </table>	<b>Time Opened:</b>	6.18 pm	<b>Time Closed:</b>
<b>Time Opened:</b>	6.18 pm			
<b>Time Closed:</b>	8.34 pm			
<b>Councillors present:</b>	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) (online) Cr G Kesic Cr K Majdlik (arrived 6.25pm) Cr S Ramsey (online) Cr B Turner Cr A Vandenberg			
<b>Officers present:</b>	R Wai Chief Executive Officer L Shannon Executive Lead Strategic Initiatives S Romaszko Director City Futures T Scoble Director City Life P Leersen Chief Financial Officer S McManus Manager Engagement and Advocacy B Dosser Manager Legal, Governance and Risk D Rudd Manager City Design and Strategy (departed 8.08pm) N Marino Acting Manager Finance (departed 7.47pm) R Hodgson Governance Coordinator T Finch Financial Accountant (departed 6.48pm)			
<b>Guests</b>	<u>Victorian Funds Management Corporation (VFMC) Representatives (departed 6.48pm):</u> Sarah Dunn Head of Client and Market Development Emily Oldham Client Services Associate Karla Harman Senior Client Account Manager			
<b>Apologies</b>	Cr M Deeming (Leave of Absence) Cr S Abboushi			
<b>Matters discussed:</b>	1. VFMC Presentation (6.18pm-6.48pm) 2. Pre-Council Briefing (6.50pm-8.26pm) 3. Victorian Minister List (8.27pm-8.28pm) 4. MAV Regional Grouping Submission (8.28pm-8.31pm) 5. Director Appointments (8.32pm) 6. Committee Lists (8.32pm-8.34pm)			
<b>CONFLICT OF INTEREST DISCLOSURES:</b>				
<b>Were there any conflict of interest disclosures by Councillors?</b>	No			
<b>REPORT PRODUCED BY:</b>				
<b>Officer name:</b>	Renee Hodgson			
<b>Date:</b>	Monday 5 December 2022			



## INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

<b>MEETING DETAILS:</b>			
<b>Meeting Name:</b>	Briefing of Councillors (held at Burnside Children's and Community Centre)		
<b>Meeting Date:</b>	Monday 12 December 2022	<b>Time Opened:</b>	6.14 pm
		<b>Time Closed:</b>	6.59 pm
<b>Councillors present:</b>	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi Cr G Kesic Cr K Majdlik (arrived 6.31pm) Cr S Ramsey Cr B Turner Cr A Vandenberg		
<b>Officers present:</b>	R Wai	Chief Executive Officer	
	L Shannon	Executive Lead Strategic Initiatives	
	S Romaszko	Director City Futures	
	T Scoble	Director City Life	
	P Leersen	Chief Financial Officer	
	B Dosser	Manager Legal, Governance and Risk	
	R Hodgson	Governance Coordinator	
<b>Guests</b>	Nil		
<b>Apologies</b>	Cr M Deeming (Leave of Absence) S McManus     Manager, Engagement and Advocacy		
<b>Matters discussed:</b>	1. Council Meeting Agenda (6.14pm – 6.52pm) 2. Format for next Councillor Briefing (6.52pm – 6.59pm)		
<b>CONFLICT OF INTEREST DISCLOSURES:</b>			
<b>Were there any conflict of interest disclosures by Councillors?</b>	No		
<b>REPORT PRODUCED BY:</b>			
<b>Officer name:</b>	Renee Hodgson	<b>Date:</b>	Monday 12 December 2022



INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

<b>MEETING DETAILS:</b>									
<b>Meeting Name:</b>	Briefing of Councillors (held at Burnside Children's and Community Centre)								
<b>Meeting Date:</b>	Wednesday 14 December 2022								
	<table border="1"> <tr> <td><b>Time Opened:</b></td> <td>6.00 pm</td> </tr> <tr> <td><b>Time Closed:</b></td> <td>8.00 pm</td> </tr> </table>	<b>Time Opened:</b>	6.00 pm	<b>Time Closed:</b>	8.00 pm				
<b>Time Opened:</b>	6.00 pm								
<b>Time Closed:</b>	8.00 pm								
<b>Councillors present:</b>	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi Cr G Kesic Cr K Majdlik Cr S Ramsey Cr B Turner Cr A Vandenberg								
<b>Officers present:</b>	<table border="0"> <tr> <td>R Wai</td> <td>Chief Executive Officer</td> </tr> <tr> <td>S Romaszko</td> <td>Director City Futures</td> </tr> <tr> <td>P Leersen</td> <td>Director Organisational Performance/Chief Financial Officer</td> </tr> <tr> <td>B Sell</td> <td>Manager, Operations</td> </tr> </table>	R Wai	Chief Executive Officer	S Romaszko	Director City Futures	P Leersen	Director Organisational Performance/Chief Financial Officer	B Sell	Manager, Operations
R Wai	Chief Executive Officer								
S Romaszko	Director City Futures								
P Leersen	Director Organisational Performance/Chief Financial Officer								
B Sell	Manager, Operations								
<b>Guests</b>	T Mansell      CEO, Green Life Group								
<b>Apologies</b>	Cr M Deeming								
<b>Matters discussed:</b>	Performance of Parks Asset Maintenance Contract (No.22/019)								
<b>CONFLICT OF INTEREST DISCLOSURES:</b>									
<b>Were there any conflict of interest disclosures by Councillors?</b>	No								
<b>REPORT PRODUCED BY:</b>									
<b>Officer name:</b>	Roslyn Wai								
<b>Date:</b>	Wednesday 14 December 2022								



## INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

<b>MEETING DETAILS:</b>			
<b>Meeting Name:</b>	Briefing of Councillors		
<b>Meeting Date:</b>	Monday 19 December 2022	<b>Time Opened:</b>	6.35 pm
		<b>Time Closed:</b>	8.48 pm
<b>Councillors present:</b>	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi Cr K Majdlik Cr S Ramsey Cr B Turner		
<b>Officers present:</b>	R Wai	Chief Executive Officer	
	P Leersen	Chief Financial Officer	
	S Romaszko	Director City Futures	
	T Scoble	Director City Life	
	L Shannon	Executive Lead Strategic Initiatives	
	S McManus	Manager, Engagement and Advocacy	
	M Courtney	ePMO Lead	
<b>Guests</b>	Nil		
<b>Apologies</b>	Nil		
<b>Matters discussed:</b>	Capital Works Portfolio Delivery 2022/23 Status Update		
<b>CONFLICT OF INTEREST DISCLOSURES:</b>			
<b>Were there any conflict of interest disclosures by Councillors?</b>	No		
<b>REPORT PRODUCED BY:</b>			
<b>Officer name:</b>	Roslyn Wai	<b>Date:</b>	Monday 19 December 2022



## INFORMAL MEETING OF COUNCILLORS

Chapter 6, Rule 1 of the Governance Rules 2020

<b>MEETING DETAILS:</b>			
<b>Meeting Name:</b>	Briefing of Councillors		
<b>Meeting Date:</b>	Monday 30 January 2023	<b>Time Opened:</b>	6.19pm
		<b>Time Closed:</b>	10.30pm
<b>Councillors present:</b>	Cr L Carli (Mayor) Cr J Shannon (Deputy Mayor) Cr S Abboushi Cr G Kesic Cr K Majdlik Cr S Ramsey Cr B Turner Cr A Vandenberg		
<b>Officers present:</b>	R Wai Chief Executive Officer P Leersen Chief Financial Officer S Romaszko Director City Futures T Scoble Director City Life N Whiteside Director City Delivery B Dosser Manager Legal, Governance, and Risk J Horne Manager Environment and Waste (departed 6.40pm) R Hodgson Governance Coordinator		
<b>Guests</b>	Nil		
<b>Apologies</b>	Nil		
<b>Matters discussed:</b>	1. Notice of Motion 815 - Repair Café Grant Funding 2. Notice of Motion 817 - GrazeAway 3. Notice of Motion 840 - Seal the Loop 4. Status update on all open Notices of Motion 5. General updates for Councillor information and awareness main topics: <ol style="list-style-type: none"> <li>2023/24 Council Budget preparation timelines</li> <li>Diggers Rest Recreation Reserve Project Update</li> <li>Sponsorship 2023: Melton Gold Cup and Melton Plate</li> </ol> 6. CEO/Councillor discussion		
<b>CONFLICT OF INTEREST DISCLOSURES:</b>			
<b>Were there any conflict of interest disclosures by Councillors?</b>	No		
<b>REPORT PRODUCED BY:</b>			
<b>Officer name:</b>	Renee Hodgson	<b>Date:</b>	Monday 30 January 2023

## 8. CORRESPONDENCE INWARD

### 8.1 PARLIAMENTARIAN AND DEPARTMENTAL LETTERS RECEIVED BY THE MAYOR

- Maria Bubnic, Executive Director Policy and Programs – response to request for support for the removal of illegal vapes/e-cigarette products
- Bronwyn Di Carlo, Executive Director Finance Infrastructure and Procurement Services – Municipal and Industrial Waste Levy

#### RECOMMENDATION:

That Council receive and note the following Parliamentarian and Departmental letters, received by the Mayor, provided as **Appendix 1 - 2** to this report:

- 1) Maria Bubnic, Executive Director Policy and Programs on behalf of the Minister for Health – response to request for support for the removal of illegal vapes/e-cigarette products - dated 24 November 2022
- 2) Bronwyn Di Carlo, Executive Director Finance Infrastructure and Procurement Services – response to letter sent to Minister for Environment and Climate Action regarding Municipal and Industrial Waste Levy - dated 8 December 2022

#### Motion

Crs Turner/Shannon.

That Council receive and note the following Parliamentarian and Departmental letters, received by the Mayor, provided as **Appendix 1 - 2** to this report:

- 1) Maria Bubnic, Executive Director Policy and Programs on behalf of the Minister for Health – response to request for support for the removal of illegal vapes/e-cigarette products - dated 24 November 2022
- 2) Bronwyn Di Carlo, Executive Director Finance Infrastructure and Procurement Services – response to letter sent to Minister for Environment and Climate Action regarding Municipal and Industrial Waste Levy - dated 8 December 2022.

CARRIED

#### LIST OF APPENDICES

1. Maria Bubnic, Executive Director Policy and Programs - response to request for support for the removal of illegal vapes/e-cigarette products dated 24 November 2022
2. Bronwyn Di Carlo, Executive Director Finance Infrastructure and Procurement Services - Municipal and Industrial Waste Levy dated 8 December 2022



Department of Health

50 Lonsdale Street  
Melbourne Victoria 3000  
Telephone: 1300 650 172  
GPO Box 4057  
Melbourne Victoria 3001  
[www.health.vic.gov.au](http://www.health.vic.gov.au)  
DX 210081

BAC-CO-31961

Cr Goran Kesic  
Mayor  
City of Melton, Cambridge Ward  
232 High Street  
MELTON VIC 3337

[goran.kesic@melton.vic.gov.au](mailto:goran.kesic@melton.vic.gov.au)

Dear Cr Kesic

Thank you for taking the time to write to the Minister for Health, the Hon Mary-Anne Thomas MP. An election has been called for Victoria to be held on 26 November 2022. As a result, caretaker conventions are being observed and I am responding on behalf of the Minister.

I share your concerns about the growing use of e-cigarettes by young people and the availability of illicit nicotine vaping (or e-cigarette) products. This is a significant public health risk that could result in a new generation of people being addicted to nicotine.

Nicotine for use in an e-cigarette is a Schedule 4 Prescription Only medicine which means that the general retail sale of nicotine vaping products is illegal across Australia including within Victoria. Individuals with a medical prescription can be supplied nicotine vaping products to assist with smoking cessation by a pharmacist, directly by their doctor or can import a limited supply via the Therapeutic Goods Administration's Personal Importation Scheme.

As you highlight, the laws relating to tobacco and e-cigarette products differ between states and territories, with challenges in enforcing the illicit sale of nicotine vaping products being experienced across Australia.

-

The Victorian Department of Health is continuing to explore options for strengthening our approach to compliance and enforcement of existing laws in relation to nicotine and e-cigarette- products and for improving the awareness within our community of the potential health impacts from vaping.

The effectiveness of local measures in Victoria is limited while significant quantities of illicit nicotine vaping products continue to be imported into Australia. Victoria will continue to work with the Commonwealth and other states and territories to strengthen the national approach to regulating e-cigarette products.





Item 8.1 Parliamentarian and Departmental Letters received by the Mayor

Appendix 1 Maria Bubnic, Executive Director Policy and Programs - response to request for support for the removal of illegal vapes/e-cigarette products dated 24 November 2022

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Currently, only Victoria Police can enforce the illicit sale of nicotine vaping products by retailers in Victoria. Should you be aware of any retailers selling illicit nicotine vaping products, we recommend that you report this to the local Police Station or Crimestoppers at <https://www.crimestoppersvic.com.au/report-a-crime/> or 1800 333 000.

Should you wish to discuss this matter further, please contact Jessica Deacon, Acting Manager, Tobacco and E-cigarettes at the Department of Health on (03) 9456 3951 or by email at [jessica.deacon@health.vic.gov.au](mailto:jessica.deacon@health.vic.gov.au).

I trust this information has been of assistance to you and thank you again for taking the time to write to the Minister about this matter.

Yours sincerely



**Maria Bubnic**

Executive Director, Policy and Programs

Public Health Division

24 /11/2022



Department of Environment,  
Land, Water and Planning

PO Box 500, East Melbourne,  
Victoria 8002 Australia  
[delwp.vic.gov.au](http://delwp.vic.gov.au)

Cr Goran Kesic  
Mayor  
Melton City Council  
PO Box 21  
MELTON VIC 3337

Ref: MIN100012



Dear Cr Kesic

**MUNICIPAL AND INDUSTRIAL WASTE LEVY**  
**(Formerly the Municipal and Industrial Landfill levy or MILL)**

Thank you for your letter of 27 October 2022 to the Hon Lily D'Ambrosio MP, Minister for Environment and Climate Action about the Municipal and Industrial Waste Levy (MIWL). As this matter is in my area of responsibility, the Minister has asked that I respond on her behalf.

The Victorian Auditor-General Office report titled "Managing the Municipal and Industrial Landfill Levy" (the Report) was released in July 2018. The Department of Environment, Land, Water and Planning (DELWP) committed at the time to implementing all fourteen recommendations contained in the Report, and I can advise that DELWP has since implemented all the recommendations of the Report.

In addition, DELWP regularly reviews the governance arrangements around the MIWL and Sustainability Fund trusts as part of continuous improvement initiatives.

In 2020-21, a total of \$247 million in MIWL revenue was collected by the Environment Protection Authority, of which \$203 million was paid by DELWP to portfolio agencies, and the remaining \$44 million was transferred to the Sustainability Fund. I note that MIWL revenue in 2020-21 was lower than comparative years likely due to the combined impacts of COVID-19 restrictions during 2020-21 and a deferral of a planned increase in the waste levy rate that year as a COVID-response measure taken by the Government.

Cashflow information for the MIWL and the Sustainability Fund is published annually in both the DELWP Annual Report and the Sustainability Fund Activities Report. Current and previous years' reports can be found on DELWP's website at the following links:

- DELWP Annual Report - <https://www.delwp.vic.gov.au/our-department/annual-report>
- SF Activities Report - <https://www.environment.vic.gov.au/sustainability/sustainability-fund>

If you would like more information about this matter, please call David Adeson, Manager Economic Analysis, Sustainability Fund, Corporate Services, DELWP, on 0436 945 640 or email [david.adeson@delwp.vic.gov.au](mailto:david.adeson@delwp.vic.gov.au).

Thank you again for writing.

Yours sincerely

**Bronwyn Di Carlo**  
Executive Director Finance Infrastructure and Procurement Services

Any personal information about you or a third party in your correspondence will be protected under the provisions of the *Privacy and Data Protection Act 2014*. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorized by law. Enquiries about access to information about you held by the Department should be directed to [foi.unit@delwp.vic.gov.au](mailto:foi.unit@delwp.vic.gov.au) or FOI Unit, Department of Environment, Land, Water and Planning, PO Box 500, East Melbourne, Victoria 8002.



OFFICIAL

## 9. PETITIONS AND JOINT LETTERS

Cr Vandenberg tabled a petition with 20 signatories requesting Council consider establishing a LGBTIQA+ Advisory Committee.

### Motion

Crs Vandenberg/Ramsey.

That Council:

1. Receive the petition containing 20 signatures requesting Council establish an LGBTIQA+ Advisory Committee.
2. Request a report be prepared by officers for Council's consideration pertaining to the petitioner's request.

CARRIED

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

Nil.

## 11. PUBLIC QUESTION TIME

Name	Question asked of Council
Ian Barnes	Why is it the Melton City Council refuses to allow avenues to open up the Melton Botanic Garden to small public gatherings?
Celeste Gregory	What is the scope within next years budget to increase collection of recyclables to a weekly basis rather than it being alternate with green waste?
Dom Wolfram	Is the established need for arts facilities being addressed currently and will the Arts and Cultural Facilities Feasibility Study recommence?
Dom Wolfram	Could the council support community arts initiatives such as Melton Performing Arts with suitable free or reduced cost spaces?
Mark	In detail, what does a 20 minute pulse look like in operation and when is Melton implementing this?
Mark	Will restriction be limited outside of the permitted 'zone' and how will that look for residents?
David O'Connor	Would Council please provide feedback with respect to Notice of Motion/s #542 and #698?
David O'Connor	Which programs, apart from sporting activities are mostly undertaken by Youth in Diggers Rest?
Matthew Pearse	How will Council allow residents to raise concerns and contribute to the transport strategy?
Matthew Pearse	Can the Council write to the relevant MPs around construction of a walking bridge over the rail line?

## 12. PRESENTATION OF STAFF REPORTS

### Procedural Motion

Crs Majdlik/Kesic.

That Items 12.1, 12.2, and 12..5 be moved en bloc and Council adopt officers' recommendations as printed in the agenda.

CARRIED

### 12.1 LEADWEST JOINT DELEGATED COMMITTEE MEETING MINUTES

**Author: Renee Hodgson - Governance Coordinator**

**Presenter: Bradley Dosser - Manager Legal, Governance & Risk**

#### PURPOSE OF REPORT

To present the minutes of the LeadWest Joint Delegated Committee.

#### RECOMMENDATION:

That Council note the unconfirmed minutes of the LeadWest Joint Delegated Committee meeting held 14 December 2022, provided as **Appendix 1** to this report.

#### Motion

Crs Majdlik/Kesic.

That Council note the unconfirmed minutes of the LeadWest Joint Delegated Committee meeting held 14 December 2022, provided as **Appendix 1** to this report.

CARRIED

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## REPORT

### 1. Executive Summary

The purpose of the LeadWest Committee is to oversee the preparation and implementation of the LeadWest Strategic Plan and identified sub projects as adopted and agreed by member Councils.

The minutes attached to this report are the unconfirmed minutes of the LeadWest Joint Delegated Committee meeting held 14 December 2022.

### 2. Background/Issues

The LeadWest Committee was established as a Joint Delegated Committee pursuant to s64 of the *Local Government Act 2020* (the Act), with the Cities of Brimbank, Hobsons Bay, Maribyrnong, Melton, and Wyndham, on and from 1 August 2021.

It has delegated powers and functions in an Instrument of Delegation and Schedule and has Terms of Reference that govern its operations, meeting, and reporting arrangements. These were both approved and adopted by Council on 28 June 2021.

Attached to this report are the confirmed minutes of the LeadWest Joint Delegated Committee meeting held 14 December 2022.

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

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

6. A high performing organisation that demonstrates civic leadership and organisational excellence

*6.3 An organisation that demonstrates excellence in civic leadership and governance.*

### **4. Financial Considerations**

The ongoing budget for the LeadWest Committee will include two components. Firstly, to deliver the projects in the four-year implementation plan, recommendations will be made to member Councils for consideration in each Council's annual budgeting process. Secondly, a payment of a base contribution to apply equally to all Councils.

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

The LeadWest Committee provides a mechanism for a regional approach to advocacy and the delivery of a ten-year Strategic Plan. The Strategic Plan is underpinned by a rolling four-year implementation plan which will be delivered by teams from across the six Councils implementing specific projects. This Plan was prepared following extensive consultation including a focus on engaging Councillors from the member Councils.

### **6. Risk Analysis**

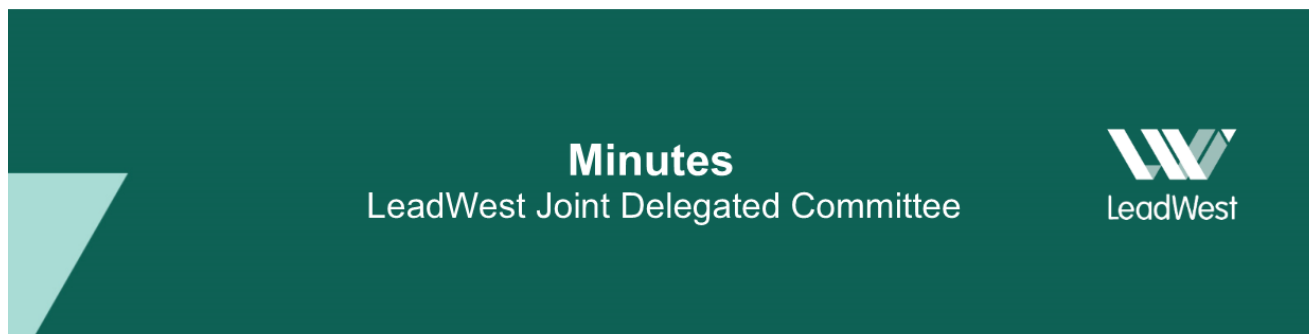
Nil.

### **7. Options**

That Council note the minutes of the LeadWest Joint Delegated Committee as per the recommendation to this report.

### **LIST OF APPENDICES**

1. Leadwest Joint Delegated Committee Meeting Unconfirmed Minutes - 14 December 2022



**Meeting Details**

Title:	LeadWest Joint Delegated Committee	
Date:	14 December 2022	Time: 3:30pm – 4:20pm
Location:	Brimbank Community and Civic Centre – 301 Hampshire Road, Sunshine	
Chairperson:	Mayor – Cr Peter Maynard, until elections Cr Sophie Ramsey, after elections	
Attendees:	Brimbank City Council Hobsons Bay City Council Maribyrnong City Council Melton City Council Wyndham City Council Premier Strategy	Cr Virginia Tachos (proxy) CEO, Fiona Blair CEO, Aaron van Egmond Cr Anthony Tran (proxy) CEO, Celia Haddock Cr Sophie Ramsey CEO, Roslyn Wai Mayor, Cr Peter Maynard Taryn Schultz, Team Leader - Advocacy & Communications Dina Jones, Secretariat Lead
Conflict of interest:	No conflicts of interest declared.	
Guests:	N/A	
Apologies:	Deputy Mayor, Cr Thuy Dang Cr Bernadette Thomas Cr Matt Tyler Stephen Wall	Brimbank City Council Maribyrnong City Council Hobsons Bay City Council Wyndham City Council
Minute taker:	Dina Jones	Secretariat Lead

## Meeting Items

No.	Topic	Key discussion points
1.	Welcome & Apologies	The Chair welcomed all in attendance and opened the meeting at 3:35pm.
2.	Conflicts of interest to be declared in accordance with the 'Local Government Act 2020'	No conflicts of interest were declared.
3.	Election of LeadWest Committee Chair and Deputy Chair and Finance Subcommittee Chair and Deputy Chair	<p>Cr Peter Maynard stood down from the Chair role and handed the election proceedings to Dina Jones as Secretariat.</p> <p>Cr Sophie Ramsey moved a motion to thank Cr Maynard as Chair and Cr Thomas as Deputy Chair for their leadership over the last 18 months. She praised their exceptional work.</p> <p><i>Seconded: Cr Virginia Tachos</i></p> <p>Dina Jones requested nominees for the LeadWest Chair role, Cr Sophie Ramsey nominated herself. There were no other nominations, so Cr Sophie Ramsey was elected unopposed.</p> <p>Cr Sophie Ramsey nominated Cr Peter Maynard as Deputy Chair. No other nominations were received, so Cr Peter Maynard was elected unopposed. Cr Anthony Tran expressed his interest to nominate, however Cr Anthony Tran attended as a proxy and was unable to nominate for a position.</p> <p>Cr Sophie Ramsey nominated Cr Peter Maynard as Chair of the Finance Subcommittee, no other nominations were received, so Cr Peter Maynard was elected unopposed.</p> <p>Cr Sophie Ramsey nominated Cr Matt Tyler as Deputy Chair of the Finance Subcommittee in his absence. No other nominations were received, so Cr Matt Tyler was elected unopposed, subject to his acceptance.</p>
4.	Minutes from the meeting held 21 September 2022	<p>The minutes from the meeting held 21 September 2022 were adopted without amendment.</p> <p><i>Moved: Cr Sophie Ramsey</i> <i>Seconded: Cr Peter Maynard</i></p>
5.	Matters arising from the meeting held 21 September 2022	<p>The LeadWest Committee noted the completed matters arising.</p> <p><i>Moved: Cr Peter Maynard</i> <i>Seconded: Aaron van Egmond</i></p>
6.	Minutes from the Finance Subcommittee meeting held 2 December 2022	<p>Cr Sophie Ramsey read out the prepared update on the LeadWest operational and project budgets. The following discussions were held:</p> <ul style="list-style-type: none"> <li>Cr Peter Maynard questioned whether the Reserve Funds were held in a bank account until spent, which was confirmed.</li> </ul> <p><i>The LeadWest Committee resolved to note the LeadWest Finance Subcommittee update without amendment.</i></p>
7.	LeadWest update	<p>Dina Jones stated the election results were surprising, in that all Lower House MPs are ALP.</p> <p>The following discussion was held:</p> <ul style="list-style-type: none"> <li>The election results were discussed, noting that Brimbank Cr Trung Luu was elected for the Western Metropolitan Region. Cr Bernadette Thomas</li> </ul>



and Cr Virginia Tachos also ran for election for the Western Metropolitan Region, however neither Councillor was elected.

- Aaron van Egmond noted that Katie Hall in the electorate of Footscray had a big swing against her, the Greens candidate had over 46% of the primary votes, making Footscray a marginal seat.
- Cr Peter Maynard noted that the Liberal party had made over \$1.2 billion worth of election commitments in the west, which was unprecedented.
- Cr Virginia Tachos noted the ALP had to rely on preferences for the first time, which puts pressure on them.
- Cr Peter Maynard mentioned a news article which claimed the Legalise Cannabis Victoria Party may have the balance of power in the Legislative Council (Upper House).
- It was noted that Melissa Horne, Member for Williamstown, is also the Local Government Minister.
- Dina provided an update on the MP meet & greet event, it was discussed and confirmed that it would be appropriate to serve alcohol at the event.
- Cr Sophie Ramsey asked Fiona Blair to confirm with Brimbank Mayor Sarah Carter whether she would like to do the Acknowledgement of Country.
- Cr Sophie Ramsey was keen to share the speaking and presenting at the event, and it was discussed to what degree the LW representatives and Mayors could be involved. Aaron van Egmond noted that the presentation shouldn't take too long and suggested to keep it short.

*The LeadWest Committee resolved the following:*

1. Alcohol would be served at the event.
2. The Advocacy Officers would review and provide input into the LW presentation.
3. Cr Sophie Ramsey and Cr Peter Maynard would both present.
4. To note the Premier Strategy Update.

*Moved: Cr Anthony Tran*

*Seconded: Cr Peter Maynard*

#### 8. Commonwealth Games involvement

Dina presented a suggestion by the Advocacy Officers group to engage with the Commonwealth Games (CG) Committee to discuss to what degree the western councils can be involved by offering training facilities and accommodation options for spectators or the media.

The following discussion was held:

- Celia Haddock noted each council would have provided a submission and was declined.
- Cr Peter Maynard noted Wyndham council is hosting the Moroccan Women's soccer team for the World Cup next year.
- Cr Virginia Tachos noted there was a new hotel being built in Watergardens.
- Cr Sophie Ramsey supported the notion of offering training facilities to the CG Committee.





- Cr Peter Maynard noted there was also the tourism benefit to the region, if spectators stayed within the west and that each council would have facilities that could be used.

*The LeadWest Committee resolved the following:*

1. *LeadWest to approach the CG Committee to discuss involvement opportunities.*

*Moved: Cr Peter Maynard*

*Seconded: Cr Anthony Tran*

9. Other Business	<p>Celia Haddock noted the impact of the rate cap on councils. Currently the rate cap is at 1.75%,</p> <p>The following discussion was held:</p> <ul style="list-style-type: none"> <li>• Cr Sophie Ramsey pointed out that the MAV have been lobbying unsuccessfully to remove the rate cap for years.</li> <li>• Fiona Blair stated that during the election campaign it was clear that state government has no intention to remove the rate cap.</li> <li>• The potential level of the rate cap was discussed.</li> </ul> <p>Cr Sophie Ramsey requested Premier Strategy provide the contacts for all LW representatives.</p>
10. Closure of meeting	The Chair thanked all in attendance and closed the meeting at 4:20pm.
Next meeting:	<p>Wednesday, 29<sup>th</sup> March 2023          3:30pm – 5:30pm          Hobsons Bay City Council</p>

## 12.2 ADVISORY COMMITTEES OF COUNCIL - AGGREGATED MEETING MINUTES

**Author: Renee Hodgson - Governance Coordinator**  
**Presenter: Bradley Dosser - Manager Legal, Governance & Risk**

### PURPOSE OF REPORT

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

### RECOMMENDATION:

That Council receive the minutes of the following Advisory Committee meetings, provided as **Appendices 1 - 7** to this report, and adopt the recommendations arising within the respective Minutes:

- 1) Heritage Advisory Committee, 27 October 2022
- 2) Preventing Family Violence Advisory Committee, 9 November 2022
- 3) Arts and Culture Advisory Committee, 16 November 2022
- 4) Intercultural Advisory Committee, 23 November 2022
- 5) Disability Advisory Committee, 1 December 2022
- 6) Safe City Advisory Committee, 8 December 2022
- 7) Youth Advisory Committee, 13 December 2022

### Motion

Crs Majdlik/Kesic.

That Council receive the minutes of the following Advisory Committee meetings, provided as **Appendices 1 - 7** to this report, and adopt the recommendations arising within the respective Minutes:

- 1) Heritage Advisory Committee, 27 October 2022
- 2) Preventing Family Violence Advisory Committee, 9 November 2022
- 3) Arts and Culture Advisory Committee, 16 November 2022
- 4) Intercultural Advisory Committee, 23 November 2022
- 5) Disability Advisory Committee, 1 December 2022
- 6) Safe City Advisory Committee, 8 December 2022
- 7) Youth Advisory Committee, 13 December 2022.

CARRIED

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## REPORT

### 1. Executive Summary

Whilst not mentioned in the *Local Government Act 2020* (the 2020 Act), Council has the power to create Advisory Committees pursuant to its general power set out in section 10 of the 2020 Act.

The minutes of the Advisory Committees attached to this report form the written record of the committee meetings, including any matters considered and any conflicts of interest disclosed.

The minutes also serve as the advice/recommendations to Council for its consideration.

## 2. Background/Issues

An Advisory Committee is a committee established by Council to provide advice to it or its delegate. Whilst not mentioned in the 2020 Act, Council has the power to create Advisory Committees pursuant to its general power set out in section 10 of the 2020 Act.

All Advisory Committees are subject to their individual Terms of Reference. The membership varies depending upon the committee's 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. The composition of Advisory Committees for the 2022/23 municipal year was approved by Council at its Scheduled Meeting on 12 December 2022.

The minutes of the following Advisory Committees, attached to this report, form the written record of the committee meetings detailing matters considered and any conflicts of interest disclosed.

The minutes also serve as the advice/recommendations to Council.

Meeting Date	Advisory Committee	Attached
27 October 2022	Heritage Advisory Committee	Appendix 1
9 November 2022	Preventing Family Violence Advisory Committee	Appendix 2
16 November 2022	Arts and Culture Advisory Committee	Appendix 3
23 November 2022	Intercultural Advisory Committee	Appendix 4
1 December 2022	Disability Advisory Committee	Appendix 5
8 December 2022	Safe City Advisory Committee	Appendix 6
13 December 2022	Youth Advisory Committee	Appendix 7

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

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

6. A high performing organisation that demonstrates civic leadership and organisational excellence

*6.3 An organisation that demonstrates excellence in civic leadership and governance.*

## 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 being 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, 27 October 2022
2. Preventing Family Violence Advisory Committee, 9 November 2022
3. Arts and Culture Advisory Committee, 16 November 2022
4. Intercultural Advisory Committee, 23 November 2022
5. Disability Advisory Committee, 1 December 2022
6. Safe City Advisory Committee, 8 December 2022
7. Youth Advisory Committee, 13 December 2022



# MINUTES

## HERITAGE ADVISORY COMMITTEE

Held on 27 October 2022 at 5:30pm at the Melton Library and Learning Hub

**Present:** Cr Sophie Ramsey, Councillor  
Cr Bob Turner, Councillor  
Deb Slattery, Community Representative  
Frank Sultana, Community Representative  
Anne Wolf, Community Representative  
Imran Mushtaq, Community Representative  
Georgina Borg, Coordinator City Strategy  
Sera Jane Peters, Heritage Advisor  
Tunc Ozlatif, Strategic Planner

**Chairperson:** Tunc Ozlatif

**Minute Taker:** Tunc Ozlatif

### 1. Welcome

Councilor Turner opened the meeting and delivered an Acknowledgement of Country.

### 2. Apologies

- Benjamin Petkov, Community Representative
- Alan Perry, Community Representative

### 3. Declaration of interests and/or conflict of interests

Nil.

Mr. Ozlatif stated that the discussions in this meeting regarding the Heritage Assistance Fund are confidential.

### 4. Business Arising

The following matters are business arising from the previous meeting of the Heritage Advisory Committee held on 6 October 2022:

- Mr. Ozlatif circulated the minutes of the previous meeting. *Actioned.*
- Mr. Ozlatif to email Committee prior to Amendment C231 going on Exhibition.
- Mr. Ozlatif sent through the amended calendar invite with the location for tomorrow's meeting. *Actioned.*

### 5. General Business

- **Round 12 Applications to the Heritage Assistance Fund 2022:**

Ms Peters provided an overview of the process to the Committee.

Three applications were received and were found to be eligible.

An application was to continue a conservation project which began in 2018 and had previously been successful through the fund. The second application was for the continuation of repairs which has also been previously successful



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through the fund. The third application was for a heritage place that had not applied to the fund before.

Ms Peters explained that it was pleasing that two of the applicants were applying for funds for works which were continued from previous years and that this showed a commitment to conservation of the places, and a sensible approach to funding works in a staged manner.

The three applications were evaluated by a Panel of three Council Officers who assessed the applications against the fund guidelines. The total amount of funds requested was less than the fund pool and so each application will receive the total amount requested. The recommendations of the Panel were that each applicant receive the following amounts:

Application 2022-01 - \$14,193.00

Application 2022-02 - \$36,058.25

Application 2022-03 - \$3,195.50

The Committee discussed the Panel's recommendation per the **Assessment Matrix 2022 Addenda 1**. The Committee unanimously carried the Panel's recommendations which was moved by Mr. Sultana and seconded by Ms. Wolf.

### 6. Other Business

- Mr. Ozlatif advised he will send for consideration an email to the committee with proposed meeting dates for 2023.

#### Action

- Mr. Ozlatif to provide Committee with proposed 2023 Committee meeting dates for consideration via email.

#### Recommendation

That Council award the following funds to the three applications to Round 12 of the Heritage Assistance Fund.

Application 2022-01 - \$14,193.00

Application 2022-02 - \$36,058.25

Application 2022-03 - \$3,195.50

being a total of \$53,446.75 (moved by Mr. Sultana/sec by Ms. Wolf)

#### Next Meeting

TBA

#### Close of Business

The meeting closed at 6:30pm.



# MINUTES

## Community Representative Member Terms

Name	Deb	Frank	Alan	Benjamin	Imran	Anne
Term Ends	Dec 2023	Dec 2024	February 2024	February 2023	December 2023	December 2023



# MINUTES

## PREVENTING FAMILY VIOLENCE ADVISORY COMMITTEE

held on 9 November 2022 at 11:00am, Caroline Springs Library and Learning Centre.

### Present:

Cr Lara Carli	Mayor
Cr Julie Shannon	Deputy Mayor
Cr Sophie Ramsey	Councillor
Elyse Rider	Melton City Council
Jayde McBurnie	Melton City Council
Ruairi Cleary	Melton City Council
Christine Levy	Melton City Council
Lisa Prentice-Evans	Victoria Police
Michelle Galea	Department of Education and Training
Rachana Bangara	Brotherhood of St. Laurence
Sarah Chong	MiCare
Rashmi Ghimire	MiCare
Martin Ha	Brimbank Melton Community Legal Service
Lachlan Tom	Brimbank Melton Community Legal Service
Simone Shirkey	Department of Families, Fairness and Housing
Gehan Shehab	Department of Justice and Community Safety
Dylan Aldous	Western Health
Semiha Gundogan	MacKillop Family Services

### Guests

Viet Nguyen	IPC Health
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**Quorum:** *Quorum for the committee will require attendance of a minimum of one (1) Councillor, one (1) Council Officer, and comprising 30% of external agency committee members.*

**Chairperson:** Cr Lara Carli, Mayor

### 1. Welcome

Cr Carli opened the meeting at 11:06am.

The Chairperson welcomed all attendees to the meeting and proceeded with the Acknowledgment of Country. *'Melton City Council acknowledges the Traditional Owners of this land, the people of the Kulin Nations, and pays respects to their Elders, past, present and emerging.'*

Cr Carli welcomed new members, Dylan Aldous, Manager of Counselling and Family Violence at Western Health, Semiha Gundogan, Coordinator of Integrated Family Services at MacKillop Family Services, Lachlan Tom, Generalist Lead Lawyer at Brimbank Melton



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Community Legal Service, and today's guest, Viet Nguyen, Family Violence Lead at IPC Health.

Cr Carli asked if name tags could be provided for members at the next in-person meeting.

**Action**

R Cleary to provide name tags for members at next in-person meeting.

**2. Apologies**

Cr Bob Turner	Councillor
Cr Ashleigh Vandenberg	Councillor
Daisy Brundell	Melton City Council
Colleen Keefe	Elizabeth Morgan House
Katie Keating	Victoria Police
Peter Webster	Kirrip Aboriginal Corporation
Sue Scott	Hope Street Youth and Family Services
Susan Timmins	GenWest

**3. Declaration of interests and/or conflict of interests**

Nil

**4. Confirmation of minutes of previous meeting**

Minutes of the Preventing Family Violence Advisory Committee meeting held on 17 August 2022 were circulated to the Committee for ratification on 1 September 2022. The minutes were adopted at the Ordinary Meeting of Council 10 October 2022.

**5. Business Arising****5.1 Annual Household Survey Overview – Jayde McBurnie**

E Rider congratulated Cr Carli on her recent appointment as Mayor and Cr Shannon on her recent appointment as Deputy Mayor.

Jayde McBurnie, Coordinator of Social Planning and Wellbeing at Melton City Council provided an overview of the 2022 Annual Community Satisfaction survey results related to Family Violence. The results were presented alongside the National Community Attitudes Survey results, which provided a benchmark.

Committee asked questions relating to clarification of the delivery of each survey, how demographic related data was captured, and how many people were surveyed.

S Chong mentioned that Mi Care could work collaboratively with Melton City Council in the future to ensure survey questions were effectively reaching diverse communities. J



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McBurnie agreed that collaboration of this kind would be great in the future for effective community engagement.

R Bangara noted that women from diverse backgrounds are often less likely to engage in this kind of survey and may instead refer it to their male partners.

### 5.2 Family Violence rates in the City of Melton – Lisa Prentice-Evans

Lisa Prentice-Evans from Victoria Police provided the committee with an update on Family Violence rates in the City of Melton.

Family Violence reports (FVRs) in the Melton Police Service Area generally sit at 220 FVRs per month. L Prentice-Evans selected the Month of May 2022 as an indicator of trends. For the month of May 2022 there were 230 FVRs, 46 of those reports had relationships child/parent, 148 of those reports had relationships intimate partner, 0 involving carers. Overall rates are trending down slightly. There has been an increase in children recorded as being present at incidents (this can be attributed to more accurate recording by Vic Pol), and an increase in charges laid where children are present.

L Prentice-Evans noted some challenges. Intervention orders (IVOS) remain high and a priority for police – noting there are 3 prisons in our service area. Working with Family Violence command around substituted/alternate service of IVOS also remains a priority. There are also issues with parents obtaining Personal Safety IVO's where children go to same school. Police are working with courts to amend conditions of orders when they become unworkable/are going to negatively impact the child.

S Chong commented on the complexities of intervention orders in diverse families. C Levy noted the importance of parents in role modelling violent behaviours and attitudes. R Cleary asked how Victoria Police navigate potentially vexatious intervention orders. L Prentice-Evans noted that Victoria Police always consider historical reporting when responding to IVO applications/orders. Cr Ramsey shared her experiences of a recent incident and asked how Council can respond to this issue. L Prentice-Evans responded that Council's role is in advocacy, education and awareness raising.

#### Action

R Cleary to circulate presentation from J McBurnie.

## 6. General Business

### 6.1 Member updates/introductions – All

M Galea from the Department of Education and Training provided an update on the Respectful Relationships program highlighting how curriculum materials and case studies for schools are all being updated to have more of an inclusive focus. M Galea also highlighted that the Critical Friends project has now launched, which involves local community organisations supporting four lead schools in the delivery of the program.

Elyse Rider, Manager of Community Planning at Melton City Council introduced herself and discussed the role of the three teams within Community Planning which are involved in primary prevention work.

Viet Nguyen, Family violence lead at IPC Health talked about his role in aligning the organisation with the MARAM Framework and ensuring all health professionals at IPC Health are aware of MARAM and best practice in family violence identification, response and referral.

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Simone Shirkey from Department of Families, Fairness and Housing discussed role advising the Community Partnerships team in the Brimbank-Melton area and coordinating efforts to prevent family violence and build greater capacity within housing and child protection teams.

Sarah Chong, Team Leader for Women's Empowerment and Safety at MiCare highlighted organisation's role as a settlement service working with newly arrived humanitarians/refugees within their first five years of settlement. The team has a strong focus on primary prevention with upcoming projects that will elevate the voices of diverse speakers and support the 16 Days of Activism Campaign.

R Ghimire from MiCare introduced herself and her position as settlement worker.

S Gundogan, Coordinator of Integrated Family Services at MacKillop Family Services, highlighted programs at MacKillop designed to provide parenting support, support to kids and victim survivors.

C Levy, Coordinator of Family Services at Melton City Council discussed Council's role supporting integrated family services including for families affected by family violence. C Levy's team can provide feedback and answer questions about working with these cohorts, and the challenges faced by these families.

L Prentice-Evans from Victoria Police highlighted role overseeing operations in Caroline Springs and Melton.

M Ha, Manager of Policy, Impact and Enterprise at Comm-Unity Plus noted new role developing a person-centred model to apply across the organization.

R Bangara, Senior Local Area Coordinator for Brimbank-Melton region at Brotherhood of St Laurence discussed role working in partnership with the NDIS to support people who have accessed the scheme. R Bangara also noted the opportunity to reach out to community members to discuss family dynamics and family violence, and to increase understanding in relation to service access and support.

D Aldous, Manager of Family Violence and Counselling at Western Health, noted the amalgamation of Djerriwarrh health services and Western Health. D Aldous is based at Melton Community Health Centre and delivers the men's behaviour change groups and counselling services for female victim survivors. D Aldous mentioned how Western Health is a partner agency in two Orange Door regions, operating as the specialist 'person using violence' service in Western Melbourne and Brimbank-Melton.

G Shehab, Manager at Melton Community Corrections for Department of Justice and Community Safety noted their role in managing clients involved in parole and court orders, 39 percent of clients are perpetrators of family violence.

C Levy asked if correction officers are available to come and speak to Melton City Council case managers. G Shehab said this is definitely something that could be organized. R Cleary to link G Shehab and C Levy via email.

J McBurnie, Coordinator of Social Planning and Wellbeing at Melton City Council, introduced herself.

Cr Shannon, Deputy Mayor, highlighted value of committee and passion for supporting the prevention of family violence.

Cr Carli, Mayor, highlighted the value of committee and the importance of networking. Cr Carli indicated how much is learnt when members provide their updates, and how this supports Councillors to create more meaningful change.



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R Cleary, Social Planning Officer at Melton City Council highlighted upcoming 16 Days of Activism against Gender Based Violence theme, and suite of events being delivered/supported by Melton City Council.

Cr Carli asked if these events are being advertised on Council social media pages or just through Libraries. R Cleary said that campaign plan will include scheduled social media promotion.

L Tom, Generalist Lead Lawyer at Brimbank-Melton Community Legal Centre which is part of Comm-Unity Plus introduced himself and noted looking forward to being part of the committee.

Cr Ramsey, highlighted position on Council for 21 years, love for the Melton community and expressed gratitude for all the work performed by services represented on committee. Cr Ramsey also highlighted the importance of women in positions of leadership for creating change.

### Action

R Cleary to circulate information related to Melton City Council's 16 Days of Activism Campaign.

R Cleary to link C Levy and G Shehab via email.

R Cleary to invite Orange Door representative to next meeting.

### 6.2 PFVAC Networking and Planning – All

Over lunch the group discussed key networking points.

R Cleary highlighted how he will send the committee questions to gather feedback on the direction of the committee and how members could best collaborate in 2023 to prevent family violence. The following three questions were displayed in the room and will be sent out to committee for feedback:

- What is working well?
- What challenges/barriers do we face?
- What opportunities are there in 2023 to do things differently and create change?

### Action

Ruairi Cleary to disseminate and collate ideas for collaboration in 2023, and to circulate ideas back to the committee.

### 7. Next Meeting

The next meeting is to be held on Wednesday 15 February 2023, commencing at 11:00am, held online via Microsoft Teams.

### 8. Close of Business

Cr Carli wished everyone a happy Christmas and break, before closing the meeting at 12:44pm.

Meeting close at 12:44



# MINUTES

## ARTS AND CULTURE ADVISORY COMMITTEE

held on Wednesday 16 November at 5.30pm online.

### Present:

Cr L Carli	Councillor
Cr B Turner	Councillor
Cr A Vandenberg	Councillor
B Carey Grieve	Community Member
G Hogg	Community Member
J Bentley	Community Member
J Sciusco	Community Member
B Nolan	Community Member
M Spencer	Community Member
S Prestney	Manager Libraries and Arts
E White	Coordinator Library and Arts Activation

### Guests:

V Cooper	Arts Activation Officer
A Tansey	Arts Program Support Officer
C Excell	Engagement and Marketing Administration Officer

**Quorum:** *A minimum attendance of seven committee members is required for a meeting to proceed.*

**Chairperson:** Cr L Carli

### 1. Welcome

The Chairperson welcomed all attendees to the meeting and proceeded with the Acknowledgment of Country. *'Melton City Council acknowledges the Traditional Owners of this land, the people of the Kulin Nations, and pays respects to their Elders, past, present and emerging.'*

**2. Apologies**

M Naismith      Community Member

**3. Declaration of interests and/or conflict of interests**

NA

**4. Confirmation of minutes of previous meeting****Motion:**

Cr A Vandenberg / J Bentley

**5. Business Arising**

NA

**6. General Business****6.1 Public Art Masterplan Presentation + request for endorsement (E. White)**

E White presented the Public Art Master Plan to the Committee. The Committee recommended some minor amendments.

**Motion:** That the Committee endorses the Public Art Masterplan with agreed amendments.

B Carey Grieve/ J Bentley

**6.2 Linear Park Project update (E. White)**

E White provided an update on the Linear Park Commission project. The installation is due to begin on Monday 21 November, with a projected completion date of Friday 16 December.

**6.3 Exhibitions Program update (V. Cooper)**

V Cooper provided an update on exhibitions planned for 2023.

**6.4 Western BACE Mural Project update (V. Cooper)**

V Cooper provided an update a Mural Project planned in partnership with Western BACE. The artist for this project has been selected and contracts are in review. Projected completion of this project is the first half of 2023.

**6.5 Melton South Mural Project update (V. Cooper)**

V Cooper provided an update on the Melton South Mural Project. The projected completion is the first half of 2023.

**6.6 CS Windows 2023 Commission (A. Tansey)**

A Tansey provided an update on the CS Gallery Window Commission for 2023. The artist chosen is Emma Ismawi. The design will be installed in January 2023 and will remain on the windows until November 2023.



## MINUTES

### **6.7 2023 Melton City Schools Art Exhibition call-out (A. Tansey and E. White)**

A Tansey introduced a new initiative planned for 2023: Melton City Schools Art Exhibition. The proposed exhibition will showcase top arts students' work at CS Gallery from mid November 2023 until December 2023. Expressions of interest are currently open to schools offering year 10 level visual arts programs.

### **6.8 Arts and Culture Advisory Committee Membership 2023-24 (E. White)**

A call for nominations for the Arts and Culture Advisory Committee has been announced and close Friday 25 November at 5pm. Nominations are open for the next 2-year period. Three positions are available. Cr L Carli led the committee in thanking the outgoing members G Hogg, B Carey Grieve and B Nolan for their input and enthusiasm during their time on the committee

## **7. Other business**

### **a) VICSES Aintree Art Mural Commission 2023 (E. White)**

VICSES are establishing in Aintree and are installing a mural on their property. They are being supported through Council's public art processes.

## **8. Next Meeting**

The next meeting is to be confirmed in January after incoming members have been finalized.

## **9. Close of Business**

The meeting closed at 7.10pm.







Cover . Studio Eness . Wagga Wagga NSW . Snarkitecture . Chicago

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**PART I**

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Simon Perry . Caroline Springs

## INTRODUCTION

**Creativity connects us .....It is a priority for everyone to regularly experience the inspiration, satisfaction and well-being that stems from living a creative life.**

(Australia Council for the Arts - Corporate Plan 2019-2023)

The importance of public art planning is increasingly being recognised by local government in Australia. Public art contributes to the experience and aesthetics of a place and reaches an audience beyond a gallery setting. Public art also has an important role in bringing people together and providing a means for a community to express their identity.

Melton City Council is committed to the development of a vibrant arts community, providing opportunities to activate and enhance the public realm through public art, participatory art projects, events, and learning opportunities.

Public art refers to art specifically created for the public realm, outside of a gallery or museum. Public artworks vary in scale and permanency. They can stand alone or function as an integrated element of a building or public area. The City's current Public Art Policy was finalised in 2018 and will be updated to align with the five year Public Art Masterplan.



Jesus Rafael Soto . Texas

## BACKGROUND

Council manages a diverse public art collection and since 1999, has been developing public art opportunities in selected urban spaces in the local government area. This has led to the commissioning of a number of new works which have been well received and supported by the local community.

The Melton City Council's arts team delivers Council's variety of arts and cultural activities, managing Council's public art collection, an exhibition program across three exhibition spaces, and a variety of arts learning workshops to support skills development and bringing arts participation to new audiences. Through arts engagement community wellbeing is supported, achieving both social and artistic outcomes.



Charles Anderson . Caroline Springs

## VISION AND OBJECTIVES

Public art has the power to become synonymous with place. The vision for the Public Art Masterplan is to distinguish the City of Melton as a place with a growing creative identity and high quality integrated public art attracting visitors and creating civic pride.

### The commissioning of public art which:

- Contributes to the City's identity and sense of place
- Creates landmarks and points of orientation
- Personalises impersonal spaces creating distinction and richness
- Creates opportunities for interaction, play and stimulates arts and cultural discussion
- Explores local history, environment, context, people or events
- Attracts people to live and work in the area
- Fosters a connected community that celebrates Interculturalism
- Educates the community about important issues of contemporary life, such as climate change and sustainability
- Contributes to a diverse, equitable, safe and connected City that people are proud to be a part of
- Acknowledges the City's rich Indigenous culture and provides a creative avenue for contemporary First Nations voices and lived experiences



Louise Paramor . Melbourne

## AUDIENCE



The City of Melton population in 2022 is just under 200,00 and is forecast to grow to 450,823 by 2051. It increased by 6,709 people at 3.9 per cent from 2020-2021, which is slightly lower than the growth in 2019-2020 (4.6 per cent) and remains the second fastest growing municipality in Victoria.

The City consists of 31 suburbs with an increasingly culturally diverse population - more than 130 nations are represented with a current increase in migration from African and Asian nations. In 2016, there were 40,615 overseas born people living in the City of Melton. This population includes anyone who stated a birthplace country other than Australia or its territories on their Census form. 32.1% of people spoke a language other than English at home in 2016.

The City's language statistics show how culturally diverse the population is and the degree to which different ethnic groups and nationalities are retaining their language.

The City's *Intercultural Plan* forms the basis of its commitment and strategy to ensure that the community is best served to meet its diverse needs, and enable the meaningful participation of all its members. 'Intercultural' refers to the recognition and valuing of diversity. It focuses on the relationships between different groups - working towards a community where there is freedom of expression and sharing of cultures.



## SITE CONTEXT

The City of Melton is a key part of Melbourne's western growth corridor. It is directly connected by the Western Ring Road and Deer Park bypass to Melbourne's major freeways, main airport, major industrial hub and the Port of Melbourne. The Western Highway is an important national freight route runs through the City. The City's residential population is currently concentrated in the Melton township and eastern corridor districts.

Council delivers a significant capital works program including community centres, playgrounds, recreation facilities and important road upgrades to help make the City a better place to live. There is a contrast between the large centre of Melton and its substantial rural hinterland. More recently, suburbs such as Hillside and Caroline Springs have emerged as major growth areas in the east of the municipality.

Industries include structural metal product manufacturing, motor vehicle services, building completion services, electrical equipment, appliance manufacturing, general manufacturing, distribution, transport and logistics, equine industries and agribusiness. Amazon opened their second Melbourne fulfilment centre in 2021.



Nuha Saad . Sydney

## POLICY CONTEXT

### Council and Wellbeing Plan 2021 - 2025

This plan's vision for the future, is to create a vibrant, safe and liveable City that is accessible to all. Regarding the context of public art, a value of the policy is to foster creativity at the management level. The following are important themes in the plan which have influenced the drafting of the City's public art principles:

- Innovation
- A rich Aboriginal heritage
- Collaboration
- Capacity building
- Engagement with the community
- Inclusion

### Asset Management Plan 2021 - 2031

The Asset Plan outlines how Council will improve delivery of services and outcomes for the community's infrastructure including transport, buildings, stormwater and open space assets.

The Asset Management Strategy establishes the framework to support and guide planning and prioritisation of infrastructure investment and capital works, maintenance and operation of infrastructure, essential for Council to provide services to the community.

Maintenance of public art in open spaces or connected with Council owned building assets is not currently included in the Asset management plan.

### Open Space Plan 2016 - 2026

In this Plan, open space is defined as Council-managed land that is broadly available for public recreation, pedestrian and cycle movement, sport or for nature conservation purposes.

The benefits and importance of open space are evident at both an individual and community-wide level. This plan focusses on the delivery of an open space network that is accessible and meets the widest demand whilst retaining sustainable approaches to planning, management and maintenance. There is no reference to public art in this plan.

### Creative Melton 2030 - A Vision for Libraries and Arts

Creative Melton 2030 responds to the Council and Wellbeing Plan with a vision for a City that values libraries, culture and creativity as essential for community wellbeing. This vision is underpinned by four key themes: Access, Connect, Engage, Grow, with a commitment to:

- Invest in creative projects to bring professional artists and communities together to achieve social and artistic outcomes
- Increase participation in, and access to, arts and culture experiences
- Increase opportunities for the professional development of local artists and creative practitioners
- Strengthen our sense of place through the development and maintenance of our public art collection
- Advocate for staffing to adequately resource the development of our current program, increase capacity for community arts projects, public art delivery and program development
- Work with developers to establish coordinated planning for public art that reflects and engages the community

### Public Art Policy

The current policy is to be updated to ensure consistency with the Masterplan. It will include a clearly defined public art selection criteria.



## GUIDING PRINCIPLES

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### Curator Led Public Art Commissions

A key purpose of this Masterplan is to expand Council's capacity to plan integrated public art. This requires a streamlined process with a curated approach. A curator's direction and guidance will ensure the best possible public art quality outcome in drafting the artist brief with all the City's requirements included, and then shortlisting artists according to that artist brief. A curator also develops a site specific curatorial framework to which artists respond, and supports artists in the process of presenting a concept for approval.

### Quality and Timing

Realistic lead times need to be determined from the outset when developing a public art project. This ensures artists have time to consider the history or character of a place and incorporate these ideas into a meaningful public art concept. Early exploration of public art opportunities will lead to better quality outcomes. For the purpose of this Masterplan, quality refers to the use of high quality materials, engagement of artists with a professional practice in public art and original and interesting concepts or stories attached to a proposed artwork. The artwork should reflect excellence in contemporary arts practice. The emphasis is on distinctive and memorable public art works which are maintainable. An after dark impact is also an important consideration. Artworks must be made of robust materials that will withstand weathering and normal wear in a public place as well as vandalism.

### Innovative Approaches

Establishing a dialogue with artists early in the planning process, provides scope for original responses. Generating intellectual stimulation, reflection and creative thinking, innovation involves using new knowledge, insight and ideas to form public art concepts. It also involves artists using new sites or unexpected locations such as billboards, infrastructure or the sides of buildings as a canvas.

Innovation is also in this context, about enabling or mentoring artists to extend their art practice to mediums or locations they have not considered before.

Artists are encouraged to reflect international contemporary trends in public art practice and the use of contemporary mediums and materials. Innovative programs will include new initiatives to mentor artists to collaborate with non-art disciplines to result in new and surprising outcomes. This will lead to a creative involvement and programs across different industries.

Innovation may involve thinking beyond an artist's usual practice by integrating interactive components. This might include spaces for children or adults to explore, soundscapes, kinetic elements, or audio sensors which respond with unexpected colour, light or movement as people approach; or other elements of discovery.

An innovative approach will also involve the reimagining of some of the City's spaces to inject a sense of renewal.

### Integration and Placemaking

An integrated artwork is one that is incorporated into another structure – such as a building, streetscape or landscape design. Typical examples of integrated public artworks include street paving, sculptural seating, and artist-designed glazing. Integration also refers to a site specific response by an artist – meaning a project when the artwork and the site are equally important and each informs the other. The elements in a site-specific installation are in dialogue with one another, as each gains meaning from the other. Well integrated public artworks often require collaboration between artists, engineers, architects and/or landscape architects.

Public art responding to the character of different sites will contribute to a creative sense of place and encourage connections with locals and visitors. Placemaking is also about bringing the City's stories to life, enabling residents to experience its unique history, heritage and character and enhancing a positive sense of place.

## CURATORIAL FRAMEWORK

For the ongoing development of the public art collection a curatorial framework supports artists to respond to particular themes of relevance. A site for public art may have certain themes or stories already attached to its location. In addition, for the purposes of this policy, artists will reflect critically in their work on the City of Melton through an exploration of the key themes below.

### **Indigenous Voices: The Contemporary Experience of First Nations People**

Melton City Council has a rich Indigenous culture. The Council boundaries incorporate two Traditional Owner Groups, the Wadawarrung and Wurundjeri peoples of the Kulin Nations. First Nations people from other parts of Australia are also an important part of the City's Indigenous community.

Stories of the traditional owners told through public domain commissions will amplify their importance to the identity of the City. This theme will be explored in the public arena through commissioning Indigenous artists with a contemporary perspective. Artists may look to create a series of connected public art works in different mediums in a range of key outdoor public spaces.

Mentoring programs for emerging Indigenous artists will be an important new initiative to enable artists to innovate with new mediums and particularly to access new technology to extend their professional art practice.

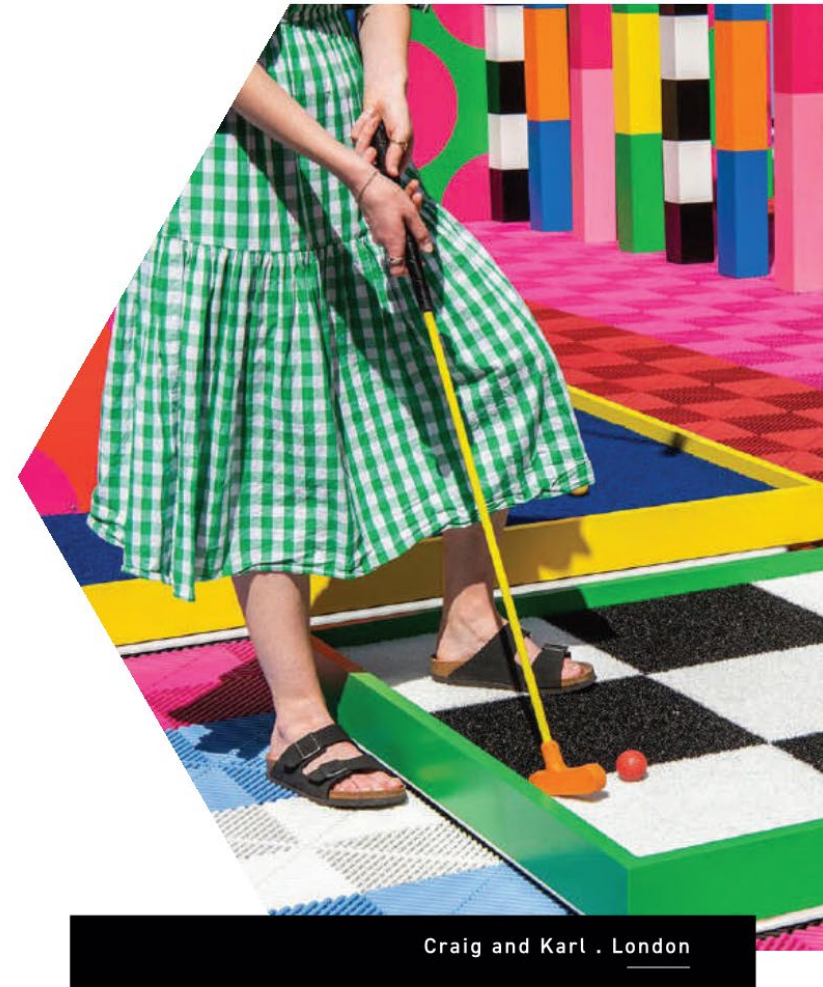


# CURATORIAL FRAMEWORK

## Play

A key aim of the Open Space Strategy is for open spaces to be fun, stimulating, challenging and safe. Public art can similarly be fun as well as a learning experience. Artists are encouraged to collaborate with play and other open space designers to add a creative dimension to public areas. The use of humour in public art is often a successful way to engage all age groups in the community. Safe interactive elements such as sound and lighting can also be used as part of a playful experience.

The open space plan identifies that in the future, the City of Melton will be a growing city with more than 440,000 residents and will be a young city with many children and families. The City is home to a high proportion of families (43%), particularly couples with young children (25%) – and more than 70% of residents aged under 45.



Craig and Karl . London

# CURATORIAL FRAMEWORK

## Celebrating Interculturalism

Diversity is a key strength of Melton's community – it is a culturally diverse city with varied socio-economic backgrounds. As well as physical sites, artists should consider the social context in developing a public art concept. This includes the communities near the site - local industry, residents and businesses and consideration of their stories. The city's community is made up of a rich mix of cultural backgrounds and heritage, and according to recent ABS Census figures, 30% of the population were born overseas, and 32% speak a language other than English at home.

The City of Melton is experiencing unprecedented and diverse population growth and is committed to commissioning artworks with the objective of engaging and culturally diverse audiences. Art has story-telling power which can encompass equity, representation, racial equality, and social inclusion - top priorities for the City. A policy focus towards inclusiveness recognises, redefines and supports new mediums, in new spaces, with new technologies, by new makers, to be enjoyed by new audiences.



Atong Atem . Melbourne

# CURATORIAL FRAMEWORK

## Sustainability

Melton City Council's Environment Plan 2017- 2027 guides planning, decision-making and activities that impact on the City of Melton's environment. The Plan provides a framework to address current and future environmental issues facing the municipality.

The Plan's principles help guide decision-making around the themes of Built Environment, Natural environment and resource use with key actions to address the key issues of climate change, waste, water and biodiversity.

A worldwide focus on global warming and climate change means that sustainability is of universal relevance and will appeal to and engage a diverse audience. Artists are encouraged to respond conceptually to these themes in developing public art concepts.

As well as choosing materials with a long life, artists may look to use recyclable materials in their works and are encouraged to seek out new technologies and industries which may be interested in collaborating in the use of raw materials for the creation of new sustainable public art works. The use of renewable technology is also encouraged.



## PUBLIC ART TYPOLOGIES MATRIX

TYPE	POTENTIAL SITES	INDICATIVE BUDGETS*	TYPE	DESCRIPTION	CURATORIAL FRAMEWORK			
					Indigenous Voices	Play	Celebrating Interculturalism	Sustainability
Type 1. <b>ACTIVATIONS</b>	Open Spaces Town + Community Centres Sports Activity + Play Spaces	\$50,000 - \$200,000	Temporary	Public art activations are artist designed temporary artworks such as inflatables, outdoor exhibitions and creative happenings.	X	X	X	
Type 2. <b>ART LIGHTING</b>	Town + Community Centres Pathways Building Facades + Soffits Laneways	\$150,000 - \$500,000	Temporary + Permanent	Artist-led lighting artworks including light sculptures, custom catenary lanterns, in-ground light installations, lightboxes and projection art.	X		X	
Type 3. <b>FUNCTIONAL + INTEGRATED</b>	Pathways Building Facades + Soffits Glazing Carparks Street Furniture	\$150,000 - \$400,000	Permanent	Large scale artworks integrated with buildings or elements of the landscape include facades, soffit and ground plane treatments. Artist-led street furniture includes shade structures, seating and bike racks.		X	X	X
Type 4. <b>NEW TECH</b>	Digital Billboards Sports Activity + Play Spaces Town + Community Centres Libraries	\$200,000 - \$500,000	Temporary + Permanent	Artists using new technologies to create original and innovative works including projected art, digital screens, sonic (soundscapes), sensory installations, and participatory artworks.		X	X	X
Type 5. <b>LANDMARKS</b>	Gateways Libraries Town Centres Station Interface Open Spaces	\$350,000 - \$800,000	Permanent	Major artworks in prominent public spaces with scale and originality as key elements. Landmarks will have a impact from a distance while at human scale encourage interaction and in some cases become meeting points.	X		X	X

\*Budget ranges are indicative only and subject to change

## PART II

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Georgina Humphries . Caroline Springs

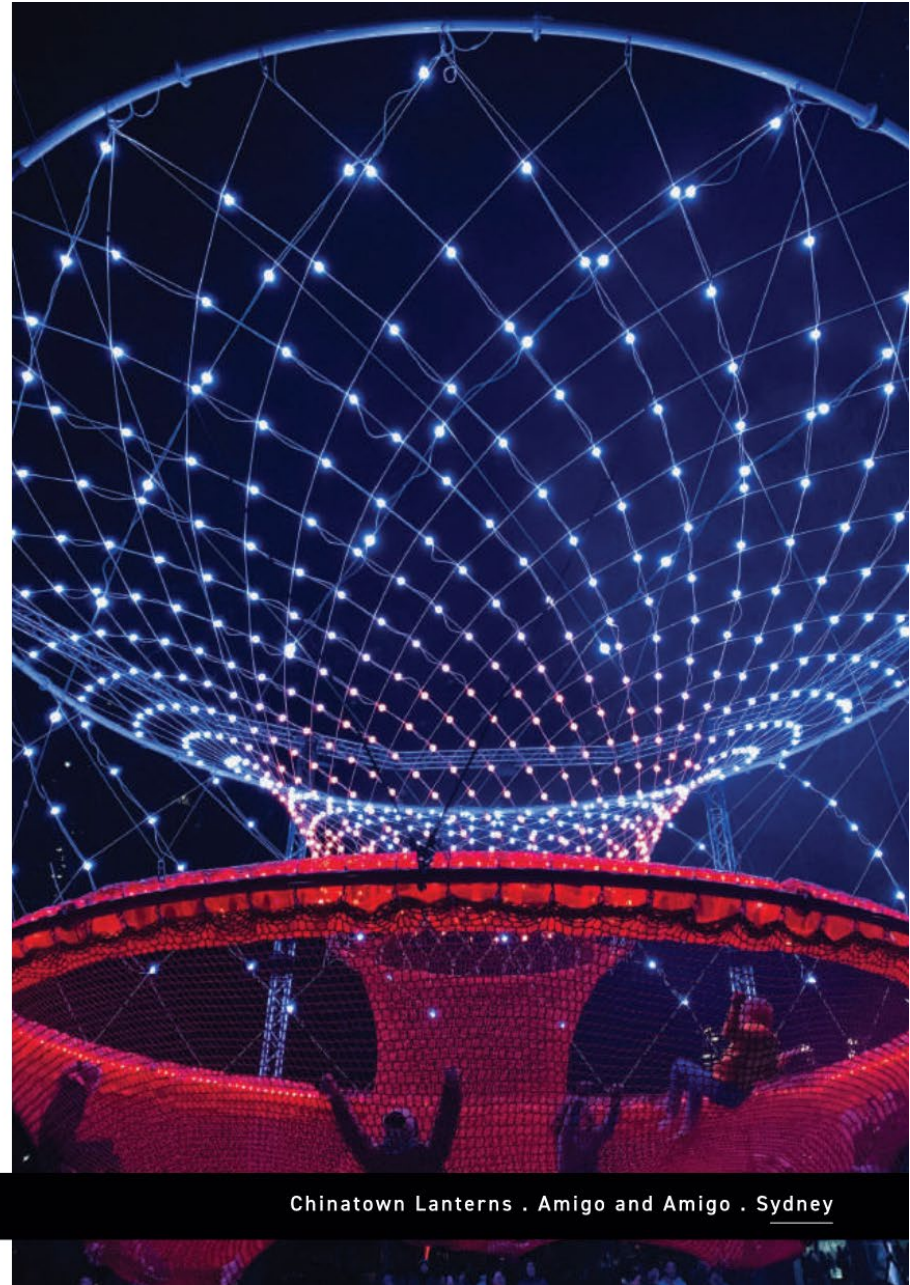
## TYPE 1 . ACTIVATIONS







Christian Thompson . London



Chinatown Lanterns . Amigo and Amigo . Sydney



Hiromi Tango . Brisbane . Maser . London . The Hank Willis Thomas + Cause Collective . Sydney



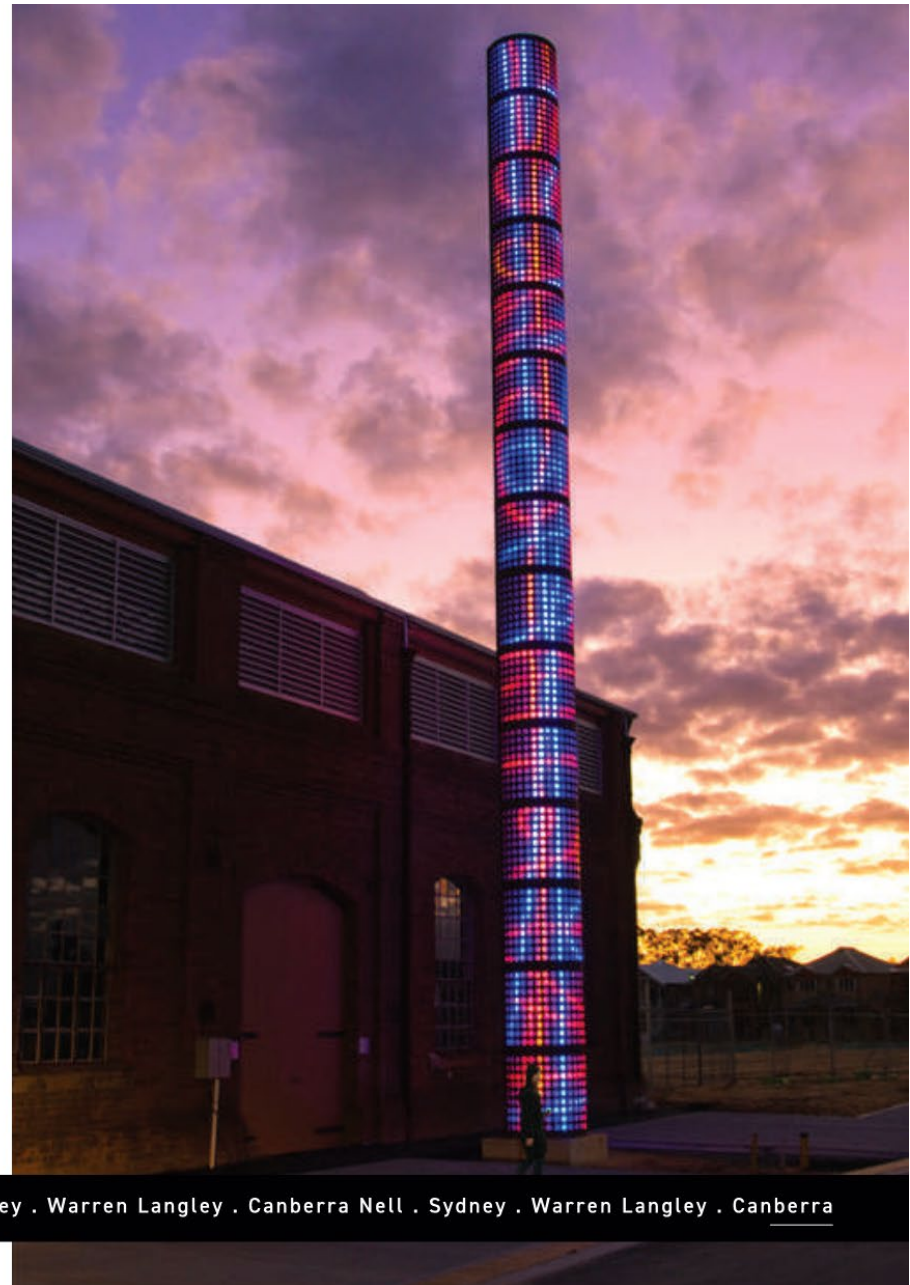
Friends with You . New York City

## TYPE 2 . ART LIGHTING





Brendan Van Hek . Sydney



Nell . Sydney . Warren Langley . Canberra Nell . Sydney . Warren Langley . Canberra



Belinda Smith . Brisbane + Sydney





Meagan Streader . Melbourne . Bill FitzGibbons . Alabama . Helen Eager . Sydney

## TYPE 3 . FUNCTIONAL + INTEGRATED

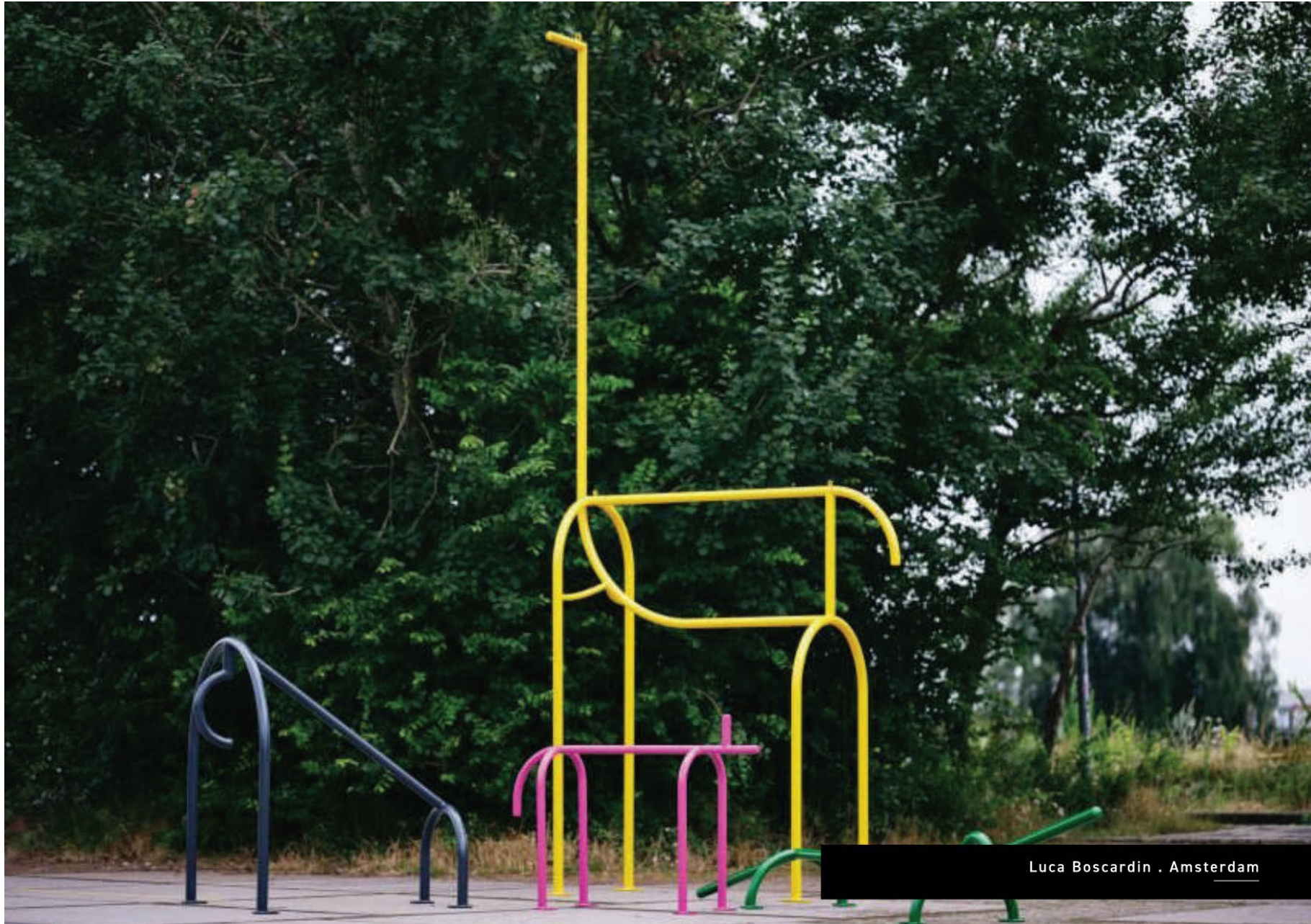




Reko Rennie . Melbourne



Louise Zhang . Sydney . MBL Architects . Paris . Camille Wallala . London





## TYPE 4 . NEW TECH



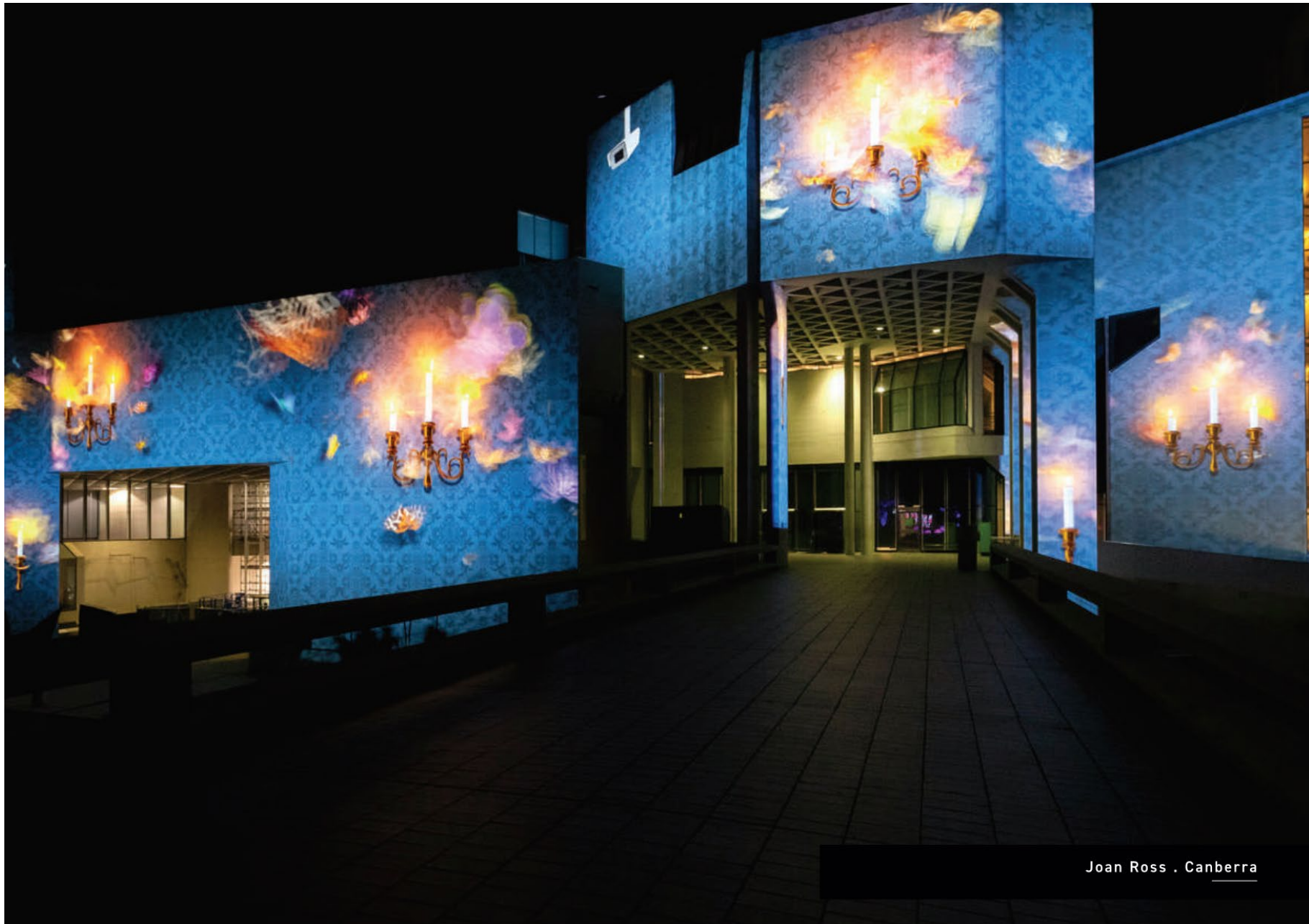


Jen Lewin . Singapore





Meagan Streader . Melbourne . Bill FitzGibbons . Alabama . Helen Eager . Sydney



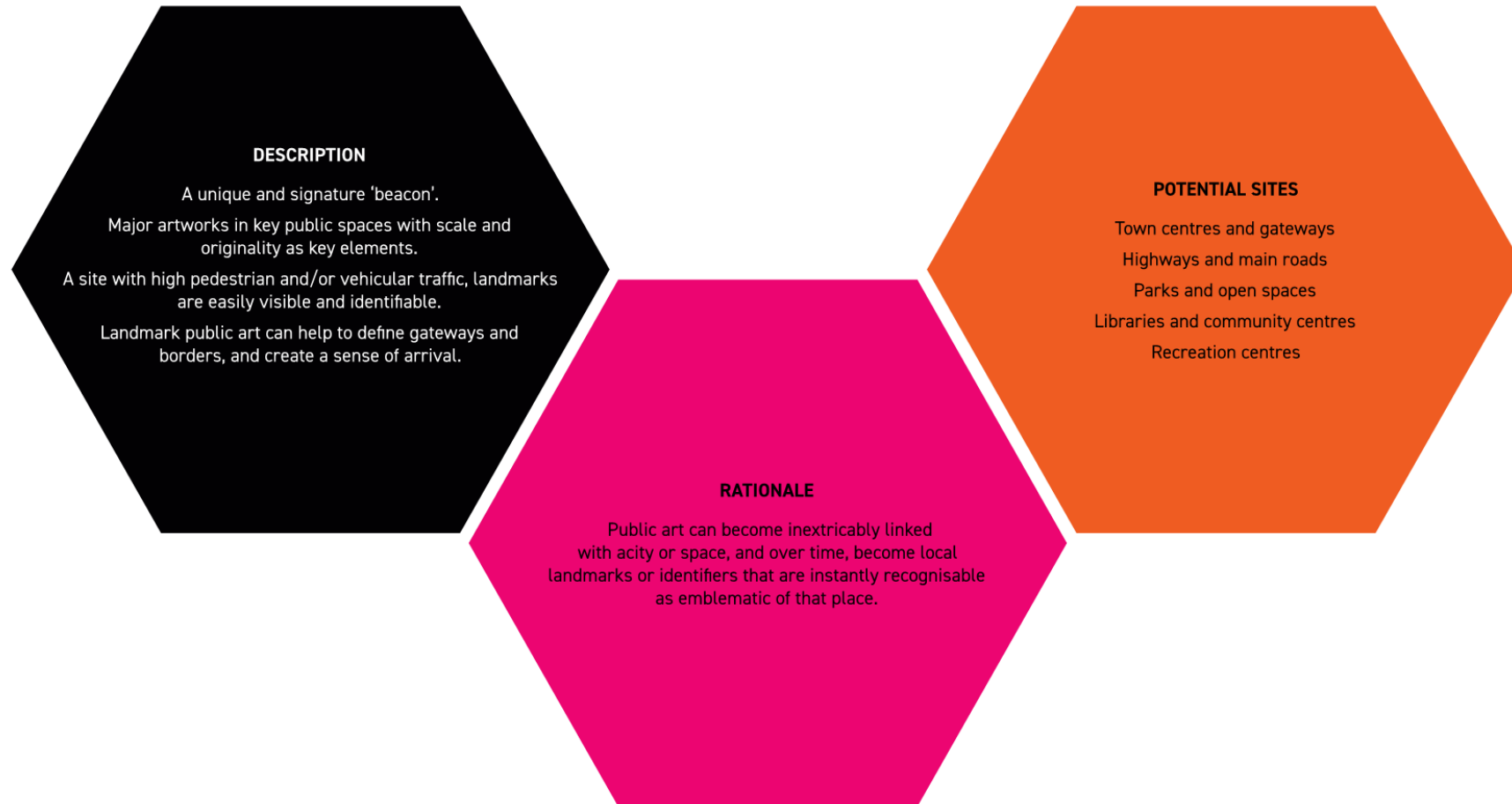
Joan Ross . Canberra



Meagan Streader . Melbourne . Bill FitzGibbons . Alabama . Helen Eager . Sydney

## TYPE 5 . LANDMARKS

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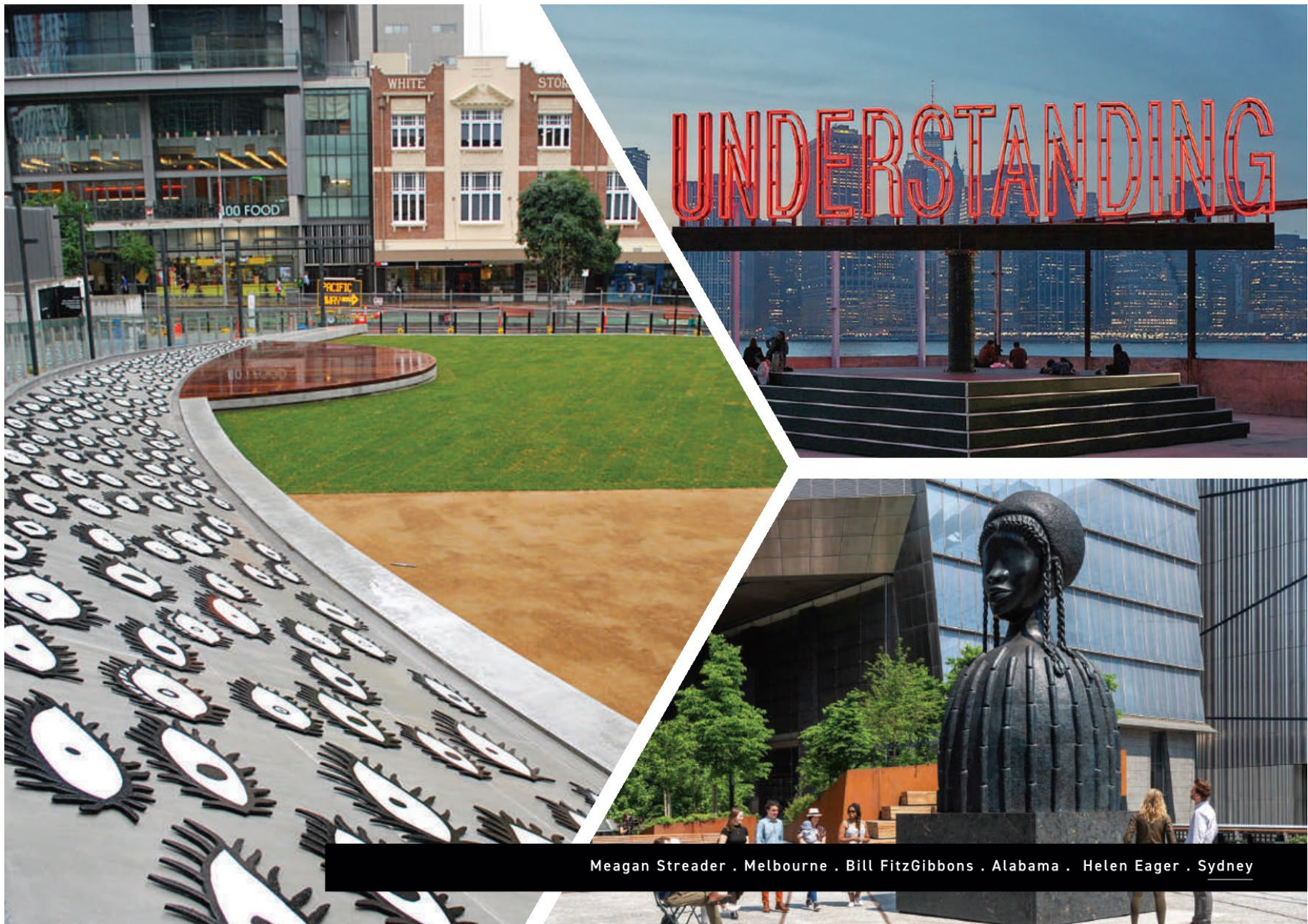




John Meade, with Emily Karanikolopoulos . Melbourne



Louise Paramor . Melbourne . Reko Rennie . Melbourne



Meagan Streader . Melbourne . Bill FitzGibbons . Alabama . Helen Eager . Sydney



Braddon Snape . Maitland NSW . Duncan Stemler . Melbourne



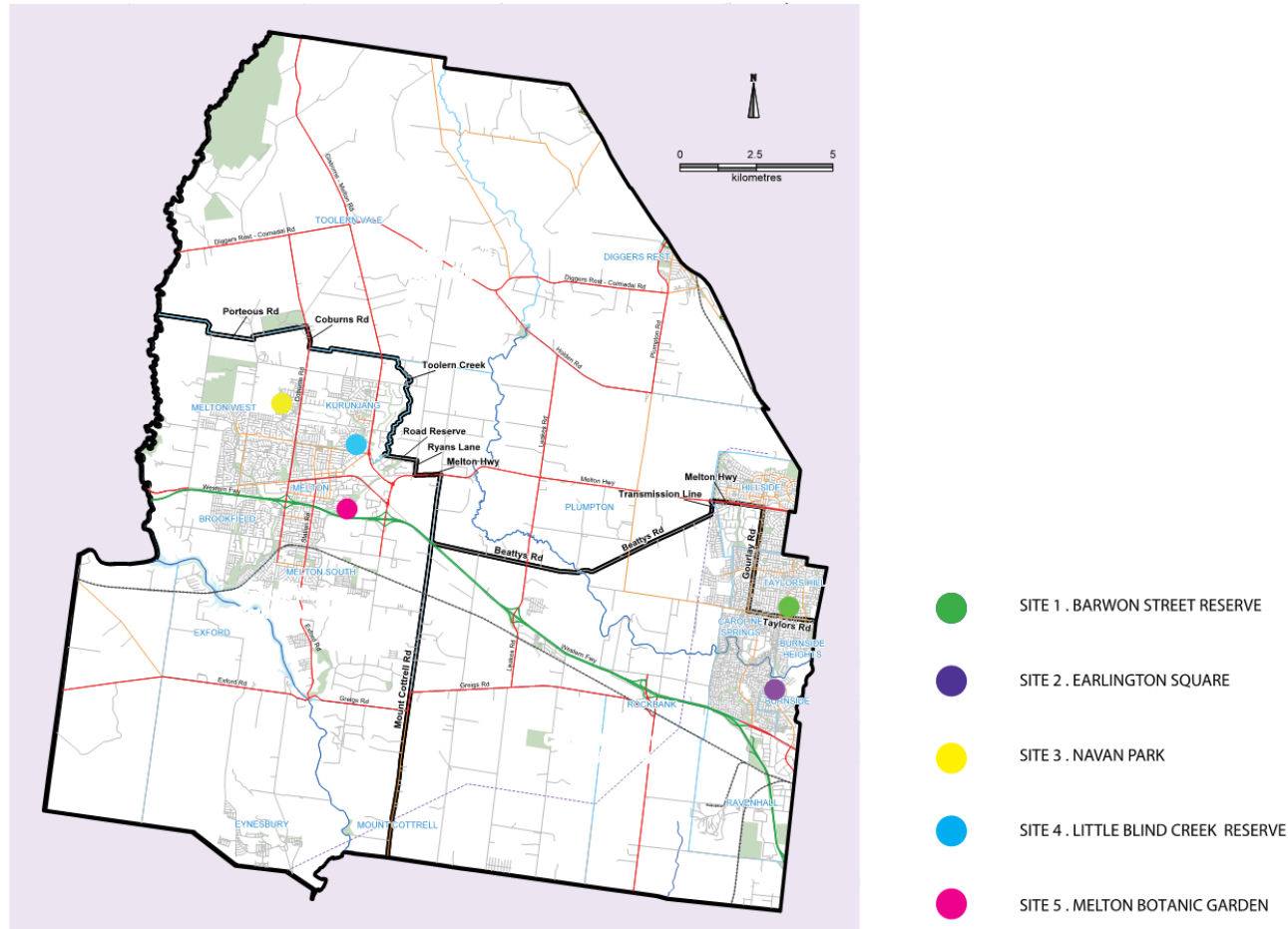
**PART III**

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Rudi Jass . Caroline Springs

## SITE PLAN: POTENTIAL PUBLIC ART COMMISSIONS



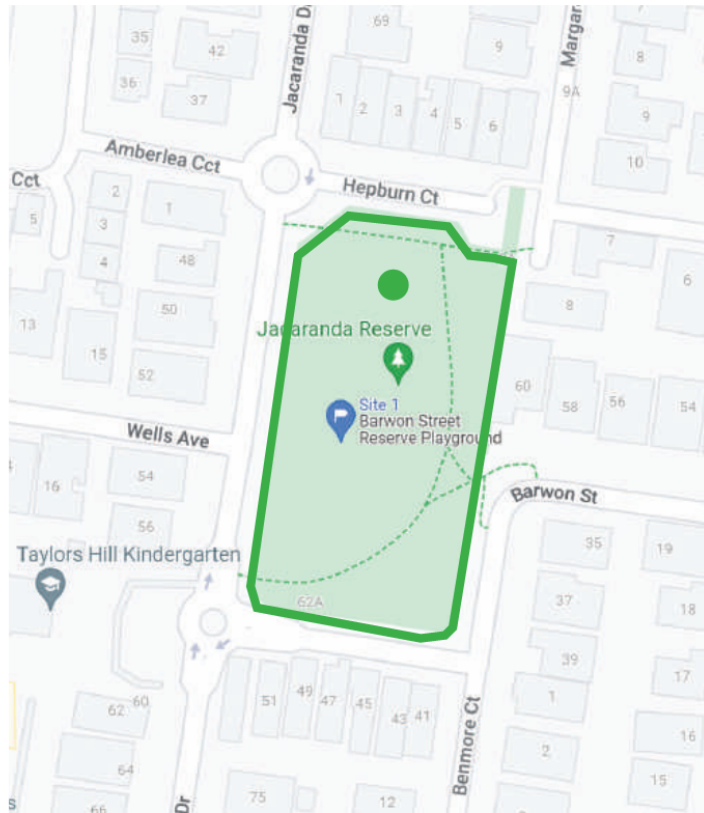
\*All Mark Ups are indicative only

City of Melton Public Art Masterplan | July 2022

Melton City Council

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## SITE 1 . BARWON STREET RESERVE



### SITE 1 . BARWON STREET RESERVE

Permanent + Temporary

**TYPES**  
Activations  
Art Lighting  
Functional + Integrated  
Landmarks

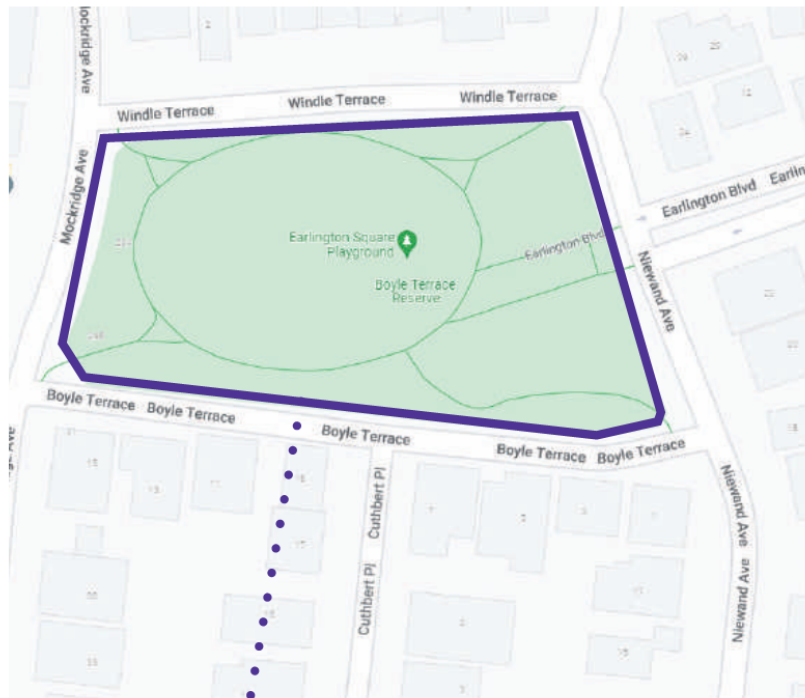
**SCALE**  
Medium to major

**DESCRIPTION**  
The open space of this park is ideal for a landmark public artwork or series of works. Alternatively, it could be used to display temporary activations. An artist could also collaborate on a creative interactive design for the playground area which is not far from the local kindergarten.

**RATIONALE**  
The opportunity is for artworks to hold a key and visible position to create a sense of place for the park and/or for public art integrated with the play area to be a unique attractor for locals.

\*All Mark Ups are indicative only

## SITE 2 . EARLINGTON SQUARE



\*All Mark Ups are indicative only

### SITE 2 . EARLINGTON SQUARE

Permanent + Temporary

#### TYPES

Activations  
Functional + Integrated

#### SCALE

Small to medium

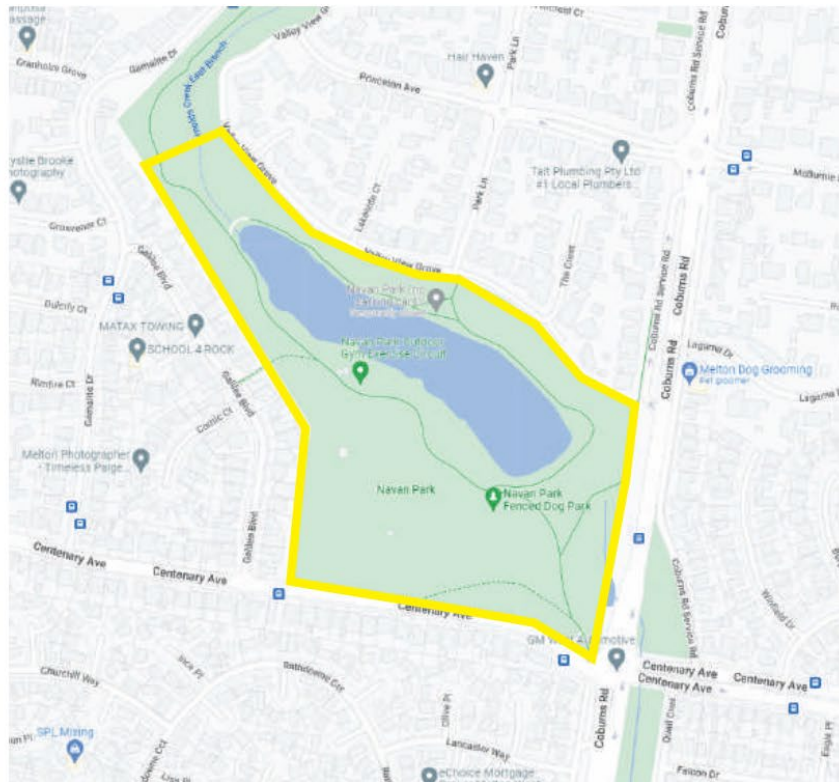
#### DESCRIPTION

Public art to distinguish this park space from the other parks or to connect it up with other public artworks in park areas. Play facilities could mirror other public art interventions.

#### RATIONALE

Public art to distinguish this park space from the other parks or to connect it up with other public artworks in park areas. Play facilities could mirror public art interventions.

## SITE 3 . NAVAN PARK



**SITE 3 . NAVAN PARK**  
Permanent

**TYPES**  
Art Lighting  
Functional + Integrated  
New Tech

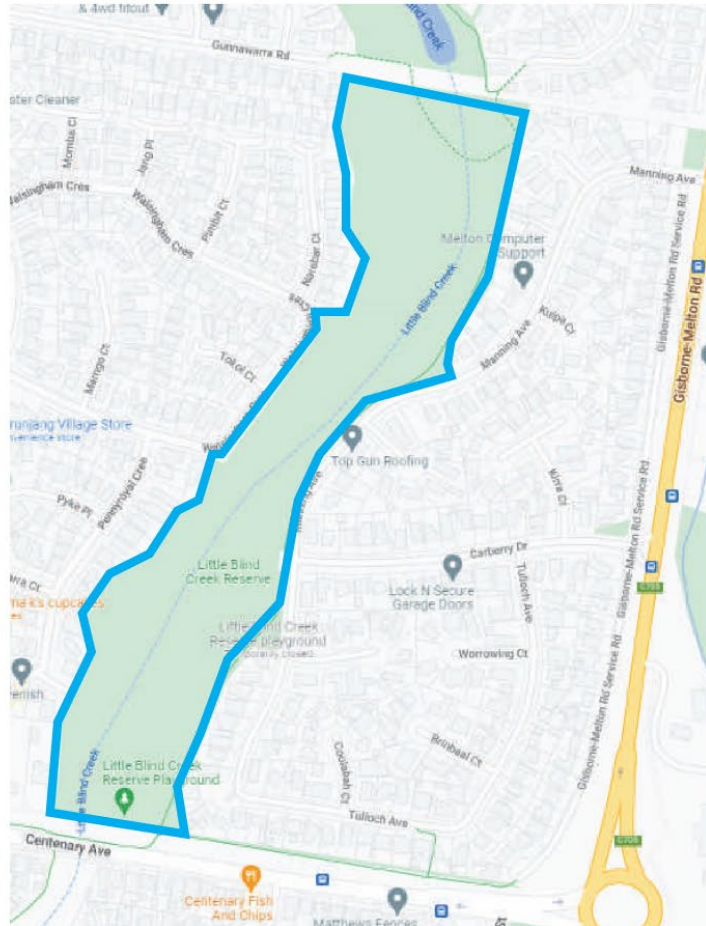
**SCALE**  
Ground plane site - artwork extent is budget dependant

**DESCRIPTION**  
Navan Park is an all-abilities play space next to a lake and includes a fenced, off-lead dog park. A path runs around the park for walking and bike riding. There are sheltered BBQ facilities as well as water fountains.

**RATIONALE**  
The extended walking path is an opportunity for a series of public art wayfinding elements incorporating sound, light or educational elements.

\*All Mark Ups are indicative only

## SITE 4 . LITTLE BLIND CREEK RESERVE



\*All Mark Ups are indicative only

### SITE 4 . LITTLE BLIND CREEK RESERVE

Permanent

#### TYPES

Functional + Integrated  
 Landmarks

#### SCALE

Small integrated elements and/or a landmark  
 freestanding work to signpost the reserve 6 to 10  
 metres.

#### DESCRIPTION

A new playground will be built at this reserve. Funded  
 by a Community Safety Infrastructure Grant from the  
 Victorian Government's Community Crime Prevention  
 Program.

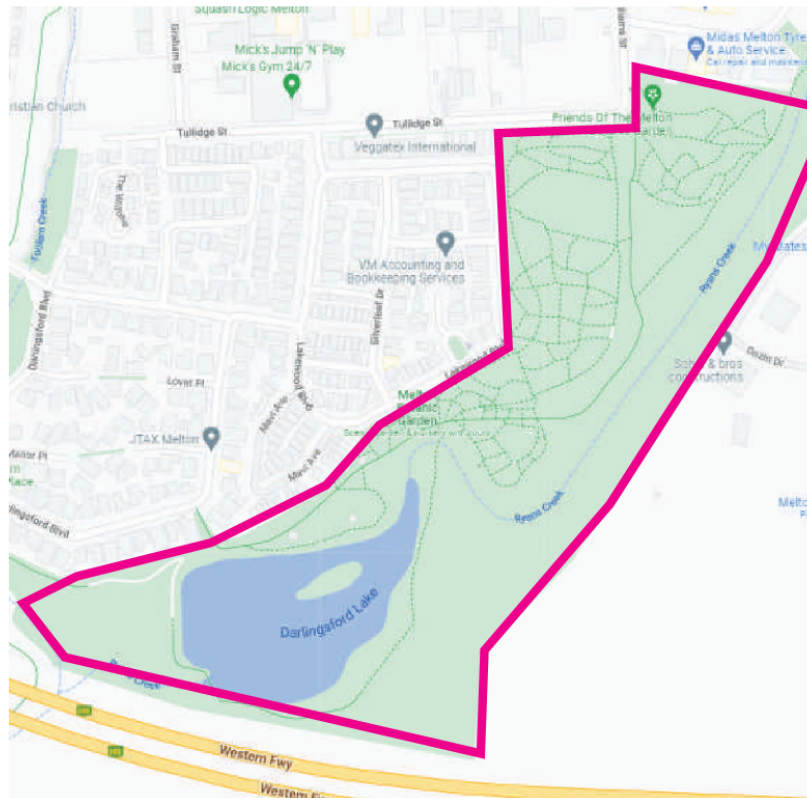
The grant will be used to provide picnic tables, seating,  
 playground upgrades, exercise stations and a disc golf  
 course.

#### RATIONALE

Another opportunity for artist collaboration with design  
 of play equipment or other functional elements.

A medium to large free standing public artwork could  
 also act as a landmark for the reserve.

## SITE 5 . MELTON BOTANIC GARDEN



\*All Mark Ups are indicative only

### SITE 5 . MELTON BOTANIC GARDEN

Permanent

#### TYPES

Functional + Integrated  
 Art + Lighting  
 Activations

#### SCALE

A smaller scale series of works and/or opportunities for temporary activations.

#### DESCRIPTION

The integration of smaller scale public art with ground or above ground trails to complement these pathways, could also reflect elements of the flora and fauna and Indigenous stories. This would be a connected series of works also assisting in orientation.

#### RATIONALE

The integration of smaller scale public art with ground or above ground trails to complement these pathways, could also reflect elements of the flora and fauna and Indigenous stories. This would be a connected series of works also assisting in orientation.

Melton City Council acknowledges that all our arts and culture activities take place on the lands of the people of the Kulin Nations. We pay our respect to their Elders, past, present, and emerging.

creating places with cultural dimension

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CREATIVE ROAD ART PROJECTS  
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@creativeroad



MELTON ARTS + CULTURE  
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@imaginemelton







# MINUTES

## INTERCULTURAL ADVISORY COMMITTEE

held on 23 November 2022 at 6.30 pm on Zoom and at Melton Library & Learning Hub

### Present:

Cr Lara Carli	Councillor
Cr Bob Turner	Councillor
Cr Steve Abboushi	Councillor
Elena Raso	Community Service Organisation representative
Patrick Kariuki	Local Intercultural Community representative
Durba Dhiman	Local Intercultural Community representative
Kubir Khanal	Local Intercultural Community representative
Dal Khadka	Local Intercultural Community representative
Sana Zia	Local Intercultural Community representative
Vera Mitrovaska	Local Intercultural Community representative
Dongling Ye	Local Intercultural Community representative
Altaf Ali Mohammed	Local Intercultural Community representative
Madhvi Tandon	Local Intercultural Community representative
Jodie Turner	Coordinator Community Capacity (Ex Officio)
Essan Dileri	Team Leader Diversity & Intercultural (Ex Officio)
Safiye Vurdu	Access & Support Officer (Ex Officio)

### In Attendance:

Wazih Razib	Diversity and Intercultural Project officer, Melton City Council
Lilian Stamenkov	Caroline Springs Seniors Fishing Club
Nada Taleska	Caroline Springs Seniors Fishing Club
Andrew Makumbe	African Community Representative
Geu Athel	African Community Representative
Mervat Abd El Malak	African Community Representative
Victor Namutwe	African Community Representative

**Quorum:** *Quorum will consist of two (2) Councillors, one (1) Council Officer, plus six (6) Local Intercultural Group and Community Services Organisation representatives.*

**Chairperson:** Cr Lara Carli

### 1. Welcome

The meeting commenced once the quorum was met. Cr Carli welcomed all attendees to the meeting and opened the meeting with an Acknowledgment of Country followed by the introduction of meeting participants.

**2. Apologies**

Liuvao Logo	Local Intercultural Community representative
Gary Verma	Local Intercultural Community representative
Vonivate Tawase Drui	Local Intercultural Community representative
Christina Akon	Local Intercultural Community representative
George Oliapuram	Local Intercultural Community representative
Mark Monahan	Community Service Organisation representative

**3. Declaration of interests and/or conflict of interests**

Nil

**4. Confirmation of minutes of previous meeting****Motion**

D Dhiman and Cr Abboushi

That the Committee note that Council adopted the Minutes of the previous Committee meetings on 29 June 2022 and 24 August 2022 at its meetings held on 12 Sep 2022 and 10 October 2022.

CARRIED

**5. Business Arising**

- Nil

**6. General Business****6.1 Update on Actions from previous meetings**

- E Dileri to circulate Multicultural Health Connect's presentation and contact details to the committee. **Actioned**
- E Dileri to circulate Fire Rescue Victoria contact details to the committee. **Actioned**
- E Dileri to table draft Intercultural Cities Strategy on the agenda and allocate more time for discussion in the November meeting of IAC. **Actioned**
- E Dileri to invite African Communities Working Group members for to the November meeting of the IAC. **Actioned**
- E Dileri to circulate flyers of the event when he receives them from Committee members. **Actioned**

**6.2 Intercultural Cities Strategy Update**

J Turner and E Dileri presented on the update to the Intercultural Cities Strategy. The Strategy reflects the following Council and Wellbeing Plan commitments:

Theme 1 'A safe City that is socially and culturally connected',

objective 1.1 'A community that celebrates diversity and is inclusive of all'



# MINUTES

Theme 2 *A vibrant and healthy natural and built environment*

2.3 *A City growing and developing sustainably*

Theme 4 *A City that promotes greater education and employment*

4.3 *A City with a diversity of local job opportunities with an increasing number of residents locally employed*

Theme 5 *A community that is actively engaged in the City and 5.2 A range of platforms, including digital, that cater for accessible community engagement and consultation*

Theme 6 *'A high performance organisation that demonstrates civic leadership and organisational excellence'*,

*objective 6.4 'An organisation that celebrates diversity and inclusion'.*

Building on the Intercultural Plan 2017-2021 and Interfaith Strategy 2018-2021, the draft updated Strategy incorporates the recent community feedback and updated policy frameworks. Relevant international, national, state, and local public policy frameworks have been reviewed and considered in the development of the Strategy. More than 430 people participated in the community engagement exercise which provided a rich source of data.

G Athel asked about Council's position on Australia Day. Cr Carli said that Council will continue to celebrate Australia Day through a citizenship ceremony event.

A Ali Mohammad commented that there are many ceremonial actions taking place in the Aboriginal and Torres Strait Islander space but not many tangible actions. J Turner said that Council's Reconciliation Advisory Committee (RAC) is a good place to raise these matters.

Council is in the process of developing its new Reconciliation Action Plan. Members are invited to visit Melton Conversations website to provide input in the current community engagement process related to Council's Reconciliation work. Go to: [Reconciliation Action Plan | Melton Conversations](#) to complete the online survey.

### **6.3 African Communities Working Group (ACWG)**

E Dileri briefly talked about the ACWG's meeting which took place in October 2022 and invited ACWG's members present at the meeting to talk about the activities of the ACWG. A Makumbe talked about the Voters Information session which was organised by Victorian Electoral Commission (VEC). Victor Namutwe who is a member of the ACWG and a VEC Democracy Ambassador presented the Voters Information session. A Makumbe also talked about *Get to Know Your Service Providers* session which was co-organised by the ACWG and Brotherhood of St Lorraine. The purpose of the event was to connect with community members and services providers in order to explore current community issues and opportunities. The ACWG co-facilitate this event and helped connect African Australian community with local service providers in Melton.

V Namutwe added that there is more need for such activities in our local community. He suggested that more committees come forward and organise such events.

V Mitrovska added that seniors in the City of Melton need support too. They need assistance with regards to venues. Venues hiring cost is increasing.

K Khanal also commented about the booking process to become simple and easier especially for people with language barriers.

Cr Turner said it depends on the venue. Council can have a look into the process of booking and provided support for groups as required.

V Mitrovska also suggested Council's Community Grants team organise face to face meeting with seniors. It is challenging for seniors to correspond over the email and do everything online. J Turner said that Council officers are happy to meet with people face to face to assist with grant applications. Also, that Council is in the process of reviewing its grants program. We will take your points into account to make the process easier where possible.

*MINUTES***6.4 Updates from members**

J Turner talked about Reconciliation Advisory Committee's recruitment of a non-Aboriginal member and encouraged IAC's and ACWG's members to join the RAC if they are keen or to share this opportunity within their networks.

E Dileri briefly talked about Council's Harmony Day 2023. He encouraged members to contact him if they want to be involved in the event.

Cr Carli, Cr Turner and Cr Abboushi thanked members of the IAC and ACWG for their time and effort they invest to make the City of Melton an inclusive community and wished them a happy festive season.

E Dileri also thanked the members for their great contribution.

Members were presented with a copy of Melton History book as a token of appreciation for their great work they do for the City of Melton.

**Action**

E Dileri to circulate flyers of the event when he receives them from Committee members.

**Next Meeting**

The next meeting of the Committee will take place on 22 February 2023 at Caroline Springs Library and Learning Hub.

**Close of Business**

The meeting closed at 8.00pm



# MINUTES

## DISABILITY ADVISORY COMMITTEE

Held on 1 December 2022 at 12.00pm at the Melton Library and Learning Hub

### Present:

Name	Title	In	Out
Cr L Carli	Mayor	12:00 p.m.	1:45 p.m.
Cr K Majdlik	Councillor	12:00 p.m.	1:45 p.m.
C. Crameri	Council Officer – Manager Community Care	12:00 p.m.	1:45 p.m.
T Scoble	Council Officer – Director of City Life	12:30 p.m.	1:45 p.m.
N Migani-Roberts	Council Officer – Advocacy and Inclusion	12:00 p.m.	1:45 p.m.
M Hutchinson	Council Officer – Design and Infrastructure Coordinator	12:00 p.m.	1:00 p.m.
F Newah-Jarfoi	Council Officer - Acting Team Leader Engagement and Activation	12:00 p.m.	1:45 p.m.
L Getson-Ballan	Engagement & Activation Admin Officer	12:00 p.m.	1:45 p.m.
A Alfonzo	Community representative	12:00 p.m.	1:45 p.m.
T Woof	Community representative	12:00 p.m.	1:45 p.m.
L Campbell	Community representative	12:00p.m.	1:45 p.m.
P Warwick	Council Officer - Digital Citizen Experience	12:15 p.m.	1:45 p.m.
E Kay	Senior Manager, Early Childhood Brotherhood St Lawrence	12:00p.m.	1:45 p.m.

**Chairperson:** Cr L Carli

**Minutes:** N Migani-Roberts

### 1. Welcome

The Chairperson welcomed all attendees to the meeting and proceeded with the Acknowledgment of Country. *'Melton City Council acknowledges the Traditional Owners of this land, the people of the Kulin Nations, and pays respects to their Elders, past, present and emerging.'*

### 2. Change of chair and acknowledgment of previous chair

Cr Carli confirmed that in line with protocol she will now move into the position of chair of the Disability Advisory Committee (DAC) effective immediately.

Cr Carli gave thanks and praise to Cr Majdlik, acknowledging her years of services and professionalism as chair.

### 3. Apologies

Cr. S. Ramsey Councillor

R. Wai Council Officer – Chief Executive Officer



## MINUTES

A. Tan Council Officer – Housing Services Coordinator  
H. Sayers Community Representative  
M. Sidhu Community Representative

#### 4. Declaration of interests and/or conflict of interests

Nil

#### 5. Confirmation of minutes of previous meeting

Cr L Carli confirmed the minutes of the October Disability DAC meeting were endorsed on 14 November 2022.

#### 6. Actions from previous minutes

N. Migani-Roberts informed the committee that seventeen accessible parking bays have now been allocated for the Carols by Candlelight event.

#### 7. Brotherhood of St. Laurence National Disability Insurance Scheme (NDIS)

E. Kay, Senior Manager of Early Childhood Services presented to the committee an update of NDIS participants, package utilisation and projected data within the Melton/Brimbank community.

##### Action:

N. Migani-Roberts to write to The Hon Ben Carroll MP, Minister for Public Transport on behalf of the DAC, advocating for our residents with disability and concerns regarding our local buses.

N. Migani-Roberts to email presentation to committee members.

#### 8. Accessibility and Online Tools

P. Warwick, Digital Citizen Experience Officer presented to the committee, an overview of the Melton Community Portal including the accessibility features and highlighted that Melton City Council strives to not only meet but excel in the Web Content Accessibility Guidelines (WCAG). Currently Melton City Council are successful in meeting 2.1 level A and AA.

##### Action:

N. Migani-Roberts to email presentation to committee members.

#### 9. Advocacy and Inclusion Officer Update

##### International Day of People with Disability (IDPwD)

N. Migani-Roberts played a short video that Melton City Council have produced to celebrate IDPwD to the committee. IDPwD is celebrated on 3 December.

N. Migani-Roberts thanked and acknowledged committee members, Cr Carli, Cr Majdlik, T. Woof and L. Campbell for their participation in the video.



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The video will be shared with our community on 2 December via email and social media.

### **CARE Expo**

N. Migani-Roberts provided the committee with an update as prepared by R. Viojo, Carer & Volunteer Connections Officer.

The 2022 Melton CARE Expo was held in person on Friday 14 October, at the Fraser Rise Children's and Community Centre. The online workshops were held on Thursday 13 October.

Feedback received on the event was prominently positive and was captured via a survey which was conducted on the day with the assistance of DAC members.

N. Migani-Roberts thanked committee members T. Woof and A. Alfonso for their contribution on the day.

### **Access Keys**

N. Migani-Roberts announced that the City of Melton would soon have two additional Access Keys, one for Melton Youth Facility and one for Taylors Hill Youth and Community Centre. These two Access Keys are in addition to the Access Keys for Melton and Caroline Springs Library and Learning Hubs.

The new Access Keys are being prepared by Young Communities in conjunction with Assist Australia. It is estimated that these will be completed by June 2023.

### **Young Communities Summer Jobs Expo**

N. Migani-Roberts informed the committee that she had been invited to attend the Young Communities Summer Jobs Expo which was held on 8 November at the Melton Youth Facility.

N. Migani-Roberts worked in collaboration with Young Communities to ensure the event was inclusive for people with disability. The event was also marketed as an all abilities, inclusive event.

### **Working with interpreter's document**

N. Migani-Roberts informed the committee of her involvement in the development of the Working with interpreters internal training document. The document is currently being updated to include Auslan and Deaf Blind interpreting services and Communication Boards.

### **Growing and Thriving, A Strategy for all Abilities and All Ages**

N. Migani-Roberts presented the committee with the final printed document of the Growing and Thriving, A Strategy for All Abilities and All Ages.

N. Migani-Roberts has been working in collaboration with SCOPE to design an Easy English version of the document, this will be the first document that Melton City Council has provided in Easy English. The document is expected to be available in mid-December 2022.

### **Melton Business Excellence Awards**

N. Migani-Roberts updated the committee on the winner of the Award for Disability Inclusion.

The Melton Business Excellence Award event was held on 25 November at the Russo Estate. NeuroRehab Allied Health was awarded the winner.

N. Migani-Roberts thanked the community representatives, T. Woof and H. Sayers for their attendance at the event as representatives for the DAC.

T. Woof provided positive feedback to the committee on the event.



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### Welcoming Spaces Project

N. Migani-Roberts provided the committee with an overview of the Welcoming Spaces Project (WSP). The WSP aims to audit five Melton Community Facilities with a gender equity and accessibility lens. These audits will commence in early January 2023.

N. Migani-Roberts has been allocated as an accessor.

### Aintree Specialist School

N. Migani-Roberts informed the committee that she had been nominated as a representative on the Regional Advisory Group for Aintree Specialist School. It is expected that these meetings will commence early next year.

#### Action:

N. Migani-Roberts to share the IDPwD video link with the committee.

### 10. Business Arising

Nil

### 11. General Business

### 12. Next Meeting

Date: 2 February 2023

Time: 12.00p.m. – 2.00p.m

Venue: Melton Library and Learning Hub, Pykes Room Ground Floor.

### 13. Close of business

The meeting closed at 1:45 p.m.





# MINUTES

## SAFE CITY ADVISORY COMMITTEE

held on 8 December 2022 at 10.00am at Cobblebank Stadium and on Microsoft Teams

### Present:

Cr Lara Carli	Mayor
Cr Julie Shannon	Deputy Mayor
Cr Sophie Ramsey	Councillor
Elyse Rider	Melton City Council
Daisy Brundell	Melton City Council
Rayna Berg	Melton City Council
Essan Dileri	Melton City Council
Samantha Sales	Melton City Council
Lisa Prentice-Evans	Victoria Police
Joanne Mutsaerts	Victoria Police
Jessica Law	Western Health
Alan Nguyen	Fit2Drive Foundation
Shanti Dicello	Community Representative (Coburns Ward)

### Guests:

Candice Vitug	Fit to Drive Foundation
Elizabeth Johnston	Melton City Council
Scott Williams	Victoria Police

**Quorum:** A quorum for the Committee will require attendance of one (1) Councillor, and at least four (4) persons from the community representatives and external stakeholder members.

**Chairperson:** Mayor Lara Carli

### 1. Welcome

Mayor Carli opened the meeting at 10.04am, welcoming all attendees to the meeting and proceeded with the Acknowledgment of Country. *'Melton City Council acknowledges the Traditional Owners of this land, the people of the Kulin Nations, and pays respects to their Elders, past, present and emerging.'*

### 2. Apologies

Cr Bob Turner	Councillor
Cr Steve Abboushi	Councillor
Cr Ashleigh Vandenberg	Councillor
Kerry Walton	Melton City Council
Sebastian Zita	Department of Justice and Community Safety
Peta Fualau	Centre for Multicultural Youth
Robin Kuipers	Djerriwarrh Community & Education Services

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Amanda Venda	Department of Transport
Golam Haque	Community Representative (Cambridge Ward)
Jasleen Kaur	Community Representative (Watts Ward)

**3. Declaration of interests and/or conflict of interests**

Nil.

**4. Confirmation of minutes of previous meeting**

Minutes of the Safe City Advisory Committee meeting held on 8 September 2022 were circulated to the Committee for ratification on 29 September and were adopted by Council at the Ordinary Council Meeting on 14 November.

**5. Business Arising**

Nil.

**6. General Business****6.1 Presentation on community crime prevention principles – R Liston**

E Johnston advised that the invited guest speaker R Liston was a late apology. Presentation to be carried forward to the next meeting.

**Action**

R Liston to present at the meeting on 16 March 2023.

**6.2 Road safety focus group outcomes – E Johnston**

E Johnston referred members back to the discussion from the last meeting regarding low attendance at Community Road Safety Forums, and the need for review of the format. Four focus groups took place over October, engaging around 200 young people. Participants were asked to discuss ideas on how Council can better promote road safety. Participants were given a voucher for a free driving lesson through the Road Smart program. Cr Ramsey requested the fact sheet provided during the focus group to be more broadly distributed. E Johnston shared that the main learnings from the focus groups included making conversations more interactive and having smaller group discussions. Suggestions from participants included the use of modern technology (e.g., virtual reality), relevant social media (e.g., Tik Tok and Instagram) and short videos. The idea was to support young people to get the skills they need to make a submission to the Transport Accident Commission Split-Second Film Competition. Having a bigger focus on experiences rather than hours was also suggested, such as defensive driving programs.

In response to a question from S Dicello, E Johnston agreed Council could work more closely with schools, being mindful to avoid duplicating programs that already exist (i.e., Fit2Drive). A Nguyen discussed opportunities to engage with students and parents after school hours, and J Mutsaerts indicated this period can also be challenging due to parents being unable to leave work early. J Mutsaerts continued that the online method is still being used widely, and Cr Shannon suggested having sessions online with cameras on.

Cr Ramsey expressed preference for continuing with the traditional Road Safety Forum. E Rider explained that the previous format had very low attendance, which was the reason for this engagement and review. Cr Ramsey indicated that participation has been low following



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the pandemic, and Council needed to consider ways of increasing attendance (e.g., incentives, catering options). Cr Ramsey also emphasised the need to reengage court systems to increase engagement through their diversion program. Cr Shannon suggested advocating to State Government regarding offering incentives for young people to participate in road safety programs prior to taking their tests.

E Johnston advised that Council would continue to analyse the feedback received from the focus groups and incorporate the discussion into planning for the next forum or road safety engagement event.

### Action

E Johnston/R Berg to investigate advocacy to State Government regarding road safety program participation.

### 6.3 Community Safety Month campaign – E Johnston

E Johnston highlighted initiatives which took place during Community Safety Month in October 2022, delivered by teams across Council.

In response to a question from Mayor Carli, R Berg advised that the first aid courses that took place in Melton were heavily subsidised through the Melton Revitalisation, and more had been planned due to high demand. A data review to justify expanding subsidised courses to other areas in the municipality is underway. E Rider added there are first aid courses happening throughout the municipality, but not all are subsidised. Mayor Carli emphasised the need for initiatives to be offered in other locations. In response to a question from S Dicello, E Johnston advised the funding for subsidised Defensive Driving Course was limited to young people, but Council could investigate funding opportunities for different cohorts.

E Johnston advised that for 2023 Council will expand on the campaign and work more closely with stakeholders to promote other safety related events happening across the municipality.

### Action

R Berg to provide a list of First Aid courses that are scheduled, investigate funding opportunities to subsidise initiatives for other cohorts and in other areas of the municipality.

R Berg to share safety related initiatives from the Melton Revitalisation Project at the meeting on 16 March 2023.

### 6.4 Fit2Drive Program outcomes for 2022 – A Nguyen

A Nguyen thanked Council for its contribution and support to the Fit2Drive program in 2022 and presented statistics on achievements. There were 155 workshops delivered to secondary schools across the state (one quarter of schools), to a total of 15,185 students. Workshops were delivered to students from a range of schools and covered different topics including driving, cycling, and walking safely.

Fit2Drive have collected surveys from 4,051 students to provide feedback on the program and provide insights on their driving. In response to a question from Cr Shannon, A Nguyen advised they cannot explain the reduction of prospective students getting their license but could investigate this. Survey results indicated that the program increased young people's confidence to talk to parents about road safety, and 97 per cent agreed other students would find the program useful.

A Nguyen spoke about a new program, 'the Green Light Initiative' (GLI). GLI (in partnership with Victoria Police) aims to increase confidence in parents and supervising drivers to support young people. In response to a question from S Dicello, A Nguyen advised that parents have been very engaged during the discussions to date.

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In response to a question from Mayor Carli, A Nguyen advised the program is not being delivered to the City of Melton yet, funding would be required. A Nguyen mentioned, a pilot program took place in Sunbury (9 in attendance), and three more have occurred since in Warrnambool, Melbourne and Brimbank local government areas. Learnings from these workshops included the need to focus on L Platers, not just P Platers who often have better engagement and are more prepared to learn. It highlighted the importance of improving relationships between the supervising driver and learner.

Several international drivers attended, highlighting the need for better integration with Intercultural programs. Mayor Carli and E Dileri agreed and indicated they could raise this with the Intercultural Advisory Committee. A Nguyen noted there was positive engagement with Victoria Police.

Fit2Drive are currently reviewing promotion and marketing strategies. S Dicello suggested advertising through sport groups, and A Nguyen agreed, adding they would be working closer with school groups too. Cr Shannon suggested working with VicRoads to offer incentives for learners to attend when they get their Learners permit.

In response to a question from Cr Ramsey, J Mutsaerts advised that e-scooters are creating some safety concerns, further discussions will be required on this topic.

**Action**

E Johnston/R Berg to circulate GLI video to committee members with the minutes.

**6.5 Safe City Proud Communities Plan – E Johnston**

E Johnston advised that the Safe City Proud Communities Plan progress report is being uploaded to Council's website after the completion of the 2020-2022 Action Plan. E Johnston advised that out of the 17 actions, 15 were completed, 1 was partially completed and 1 was incomplete - a result of COVID lockdowns and other factors outside of Council's control. E Johnston highlighted some of the achievements from the progress report, which will be circulated with the minutes. Cr Ramsey suggested capitalising on Council networks to advertise future community safety events.

**Action**

R Berg to circulate progress report with the Minutes.

**6.6 Member Updates**

Mayor Carli asked whether members have any updates they would like to provide.

***Update from Victoria Police***

L Prentice-Evans advised Victoria Police are continuing to work with Council on the Family Violence Advisory Committee, and this continues to be a significant concern for the City of Melton. The local government area has higher prevalence than Brimbank, which is expected to grow.

TAC funding is shifting to a highway patrol focus over the summer holidays. Victoria Police are also continuing to focus on theft and alcohol theft. Victoria Police continues to engage and work closely with the Principal Network which is reporting significant disruption with students.

J Mutsaerts mentioned the success of the Neighbourhood Watch Neighbour Connect days. Victoria Police also had a presence at Djerriwarrh Festival and Flavour Fest and were pleased with Council and community support for the events and acknowledged Council for its delivery. S Williams added there was a high level of positive family engagement, Mayor Carli agreed.

L Prentice-Evans advised that a presentation on the Victoria Police Safety Plan would be provided at the next committee meeting. In response to a question from Cr Shannon, L



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Prentice-Evans advised that Victoria Police had established a good process with Council's Environmental Health team on addressing illegal sales of vapes. Victoria Police are awaiting the outcome of the most recent investigation which is yet to go to court. Vaping continues to be a priority, and the need to educate businesses on legislation has been identified.

*L Prentice-Evans and S Williams left the meeting at 11.34am.*

### ***Driving and employment barriers for migrants – S Dicello***

S Dicello expressed concern that migrant communities are experiencing long term unemployment due to not being able to drive, indicating a need for programs to help adults from Culturally and Linguistically Diverse backgrounds. E Johnston indicated that there is an existing program available through the Migrant Resource Centre and would follow up with S Dicello. Councillors and Victoria Police representatives had a discussion regarding roundabout road rules and identified a need for greater community education.

### ***Empowering Communities Project – E Johnston***

E Johnston advised that the Empowering Communities project has progressed to the implementation stage. School connections and the referral processes have been established by Whitelion with three primary schools, with an expectation that the program would commence in Term 1, 2023. Activity has also commenced for the COCO (Connecting our community outdoors) initiative, and this will be expanded in the new year. There will be a Project Action Group in coming weeks to discuss this progress further.

### ***Kurunjang Community Strengthening Project – E Johnston***

E Johnston advised that the Disc Golf Course is established, and the baseline survey of the area is being conducted soon. As quotes delivered have been higher than expected, the scope of the project is being reduced to the minimum required under the funding agreement. In response to a question from Cr Ramsey, E Johnston advised that no further funding is available, but the project team are investigating other options. The project is still on track to be completed by the end of the financial year.

### ***City of Melton staffing changes – E Rider and S Sales***

E Rider advised that E Johnston would be stepping into higher duties within the Community Planning team for the next four months and that R Berg will be working as Road and Community Safety Officer during this time. E Rider requested all related matters to be directed to R Berg until further notice. It was further advised that K Lawson had recently finished with the City of Melton and noted S Sales was acting Coordinator Young Communities until further notice.

### **Action**

Victoria Police to present the Safety Plan at the meeting on 16 March 2023.

E Johnston to contact S Dicello about road safety programs for migrant communities.

### **7. Next Meeting**

Mayor Carli thanked the committee members for their involvement over the year and wished everyone a good break.

The next meeting will be held at 10am Thursday 16 March 2024, online via Microsoft Teams.

### **8. Close of Business**

Mayor Carli closed the meeting at 11.49am.



# MINUTES

## YOUTH ADVISORY COMMITTEE

held on 13 December 2022 at 5.30pm at Melton Youth Centre

### Present

Name	Title	Time arrived	Time finished
I Pathirana	YAC Member 2022	5.30pm	6.20pm
N Pathirana	YAC Member 2022	5.30pm	6.20pm
E Hautea	YAC Member 2022	5.30pm	6.20pm
L Pham	YAC Member 2022	5.30pm	6.20pm
S McMahon	YAC Member 2022	5.30pm	5.55pm
M Kasukulu	YAC Member 2022	5.30pm	6.20pm
K D'Souza	YAC Member 2022	5.30pm	6.20pm
E D'Souza	YAC Member 2022	5.30pm	6.20pm
B D'Souza	YAC Member 2018-2021	5.30pm	6.20pm
L Taylor	YAC Member 2022	5.30pm	6.20pm
N Singh	YAC Member 2022	5.50pm	6.20pm
C Cramer	Manager, Community Care	5.30pm	6.20pm
S Sales	Acting Coordinator, Young Communities	5.30pm	6.20pm
F Newah-Jarfoi	Council Officer	5.30pm	6.20pm
L Getson-Ballan	Council Officer	5.30pm	6.20pm

**Chairperson:** L Pham

**Minute Taker:** LGetson-Ballan

### 1. Welcome

The Chairperson welcomed all attendees to the meeting and proceeded with the Acknowledgment of Country. *'Melton City Council acknowledges the Traditional Owners of this land, the people of the Kulin Nations, and pays respects to their Elders, past, present and emerging.'*

### 2. Apologies

Cr K Majdlik	Councillor
Cr B Turner	Councillor
Cr A Vandenberg	Councillor
Cr S Abboushi	Councillor

**3. Declaration of interests and/or conflict of interests**

Nil

**4. Confirmation of minutes of previous meeting**

The Minutes of the previous meeting held on 4 October 2022 were adopted by Council at the Ordinary Meeting of Council on 14 November 2022.

The action item from the previous meeting was completed.

**5. Business arising from the previous meeting****5.1 2022 Youth Forum (Social Connections) presentation**

F Newah-Jarfoi informed the committee that 83 young people attended the Youth Forum and highlighted the following outcomes:

- proximity to opportunities to socially connect
- creating a sense of safety and belonging for young people to improve social confidence
- smashing stereotypes and enabling the voice of young people (smashing them biases)
- addressing social anxiety post COVID-19 connecting the disconnected
- connect young people through common interest

**5.2 Events: Youth Fest 2022 and DJ Festival**

F Newah-Jarfoi thanked everyone for their contributions towards the success of both festivals.

The Youth Fest 2022 covered recreational, social, educational, creative activities and events that attracted over 1000 young people. Youth Advisory Committee (YAC) and Youth Leadership were instrumental in leading the social media space for this event.

DJ Festival – Various Youth and family activities were delivered during the festival (silent disco, bike N blend, henna tattoo, braiding) and more than 1500 young people were engaged. Token rides were given to young people which was one of the highlights as it helped in the engagement process and referrals were made to different programs (Reconnect, UNTURN and NorthWestSafe project).

**6. General Business****6.1. Adopted Terms of Reference**

C Crameri discussed the changes in the current Youth Advisory Committee (YAC) Terms of Reference to the new YAC TOR in 2023 - 2025. The most notable changes are that the role of the Chair will be occupied by an appointed Councillor and the implementation of a recruitment process for new members in 2023.

**6.2. Summer Jobs and Melton CARE Expo**

F. Newah-Jarfoi discussed collaboration with the Exchange/ Match works, Jobs Advocates, and Workability Project through the Department of Education was geared toward highlighting jobs that are on offer for young people throughout the summer period and beyond.

- 21 specialised exhibitors ranging from retail, apprenticeship, and training
- 70 plus enthusiastic young people some with their parents engaged with high quality local employers and facilitators looking to recruit for summer jobs and beyond



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- Workshop sessions on writing a Curriculum Vitae from Match Works, Rights to work from West Justice and National Disability Insurance Agency on Employment support.
- 52 young people interviewed by potential employers
- 25 secured employment with different employers
- Plans underway to replicate similar event in the eastern corridors of the municipality

### Melton CARE Expo

Jobs Advocates were in attendance to provide information about their role and assistance in finding jobs. There were a range of activities including kahoot and spinning wheel which asked questions relating to mental health and career aspirations. It was an interactive event and with attendees getting to know and build partnership with different organisations.

### 6.3. Access Keys at the Melton Youth Centre and Taylors Hill Youth Centre

F. Newah-Jarfoi announced that the City of Melton would soon have two additional Access Keys at both Melton Youth Centre and Taylors Hill Youth Centre. The Access Keys will provide:

- more inclusive information in relation to accessible features of venues
- additional information on expected sights, sounds, smells

#### Action:

Send out a link of the Access Key for the Melton Learning and Library Hub.

### 6.4 Growing and Thriving, A Strategy for all Abilities and All Ages

F Newah-Jarfoi presented the committee with the final printed copy of the Growing and Thriving Strategy, A Strategy for All Abilities and All Ages. F. Newah-Jarfoi also thanked YAC members for their input in the consultation process and highlighted feedback received has been incorporated in the action plan.

#### Action:

F.Newah-Jarfoi to provide progress against strategy action plan at further YAC meeting.

### 6.5 YAC members 2022

C. Crameri acknowledged YAC members 2022 for their commitment, contribution and support throughout 2022.

### 7. Next Meeting

5.30pm – 6.30pm, date TBC

### 8.Close of Business

The meeting closed at 6.20pm



### **12.3 RESPONSE TO PETITION AND NOTICE OF MOTION 843 (CR VANDENBERG) - INVESTIGATION OF CONSTRUCTION OF A SCHOOL CROSSING, FOOTPATH AND RIGHT TURN LANE ON REES ROAD IN MELTON SOUTH.**

**Author: Kerry Walton - Transport and Traffic Coordinator**  
**Presenter: Sam Romaszko - Director City Futures**

#### **PURPOSE OF REPORT**

To respond to the Notice of Motion 843 tabled at the Council Meeting on 15 August 2022 and Petition tabled at the Council Meeting on 12 September 2022, that Council officers investigate the construction of a school crossing, footpath, and a right turn lane on Rees road in Melton South near Al Iman College.

#### **RECOMMENDATION:**

That Council note;

1. The construction of a footpath on Rees Road from the bus stop to the existing footpath network on Wilson Road is identified in the 2023/24 Infrastructure Plan for consideration through the upcoming budget process.
2. Rees Road is listed within Councils Infrastructure Plan for funding consideration in 2024/25 through the annual budget process.

#### **Motion**

Crs Vandenberg/Ramsey.

That Council note;

1. The construction of a footpath on Rees Road from the bus stop to the existing footpath network on Wilson Road is identified in the 2023/24 Infrastructure Plan for consideration through the upcoming budget process.
2. Rees Road is listed within Councils Infrastructure Plan for funding consideration in 2024/25 through the annual budget process.

CARRIED

Cr Abboushi called for a division thereby setting aside the vote.

#### **For:**

Crs Abboushi, Carli, Farrugia, Kesic, Majdlik, Ramsey, Shannon, Turner and Vandenberg

#### **Against:**

Nil

The Mayor declared the Motion CARRIED UNANIMOUSLY

## REPORT

### 1. Executive Summary

At the Council Meeting held on 15 August 2022, a Notice of Motion was carried requesting:

*'Council officers investigate the construction of a school crossing, footpath, and a right turn lane, on Rees Road Melton south near Al Iman College, and provide a report to council with the findings and indicative costs.'*

At the Council Meeting on 12 September 2022, a petition containing 248 signatories was carried. The petition included:

*'A request to construct a school crossing, footpath, and right turn lane on Rees Road, Melton South.'*

There are various projects occurring in Rees Road in Melton South that have been funded by the Victorian Government, including the level crossing removal earmarked for completion in 2028, and the provision of a school crossing near the College site that will impact on future pedestrian and cycling infrastructure along the Rees Road corridor. The scope of both projects remains unknown at this stage.

Rees Road is listed within Councils Infrastructure Plan for funding consideration in 2024/25 that would see detailed design and service authority approvals occur, and service relocations and construction to commence over the following two years being 2025/26 and 2026/27. This is subject to the annual budget process. It is recommended that provision of a turning lane be accommodated within the future upgrade.

Council's Pedestrian and Cycling Plan project included a review of connections to the existing public transport network that identified a missing link from the existing footpath on Wilson Road to the bus stop on the west side of Rees Road. This missing link is currently listed within the draft 2023/24 Infrastructure Plan for consideration through the upcoming budget process. The proposed delivery of this missing link to complement the existing footpath network will allow the community to complete their journey within the current footpath network.

### 2. Background/Issues

#### Al Iman College

Al Iman College is located at 20-40 Rees Road in Melton South and provides education learning for prep to year 12. A review of the most current annual report of the school (2021) details the school had approximately 723 school enrolments and a total of 106 staff (53 teaching and 53 non-teaching).

The school site is bound by Rees Road to the west and Wilson Road to the south. Vehicle access to the site is provided with two points of entry on Rees Road and one point of entry on Wilson Road as shown in red within figure 1 below. There are three pedestrian access points to the school that are shown in orange within figure 1 below.

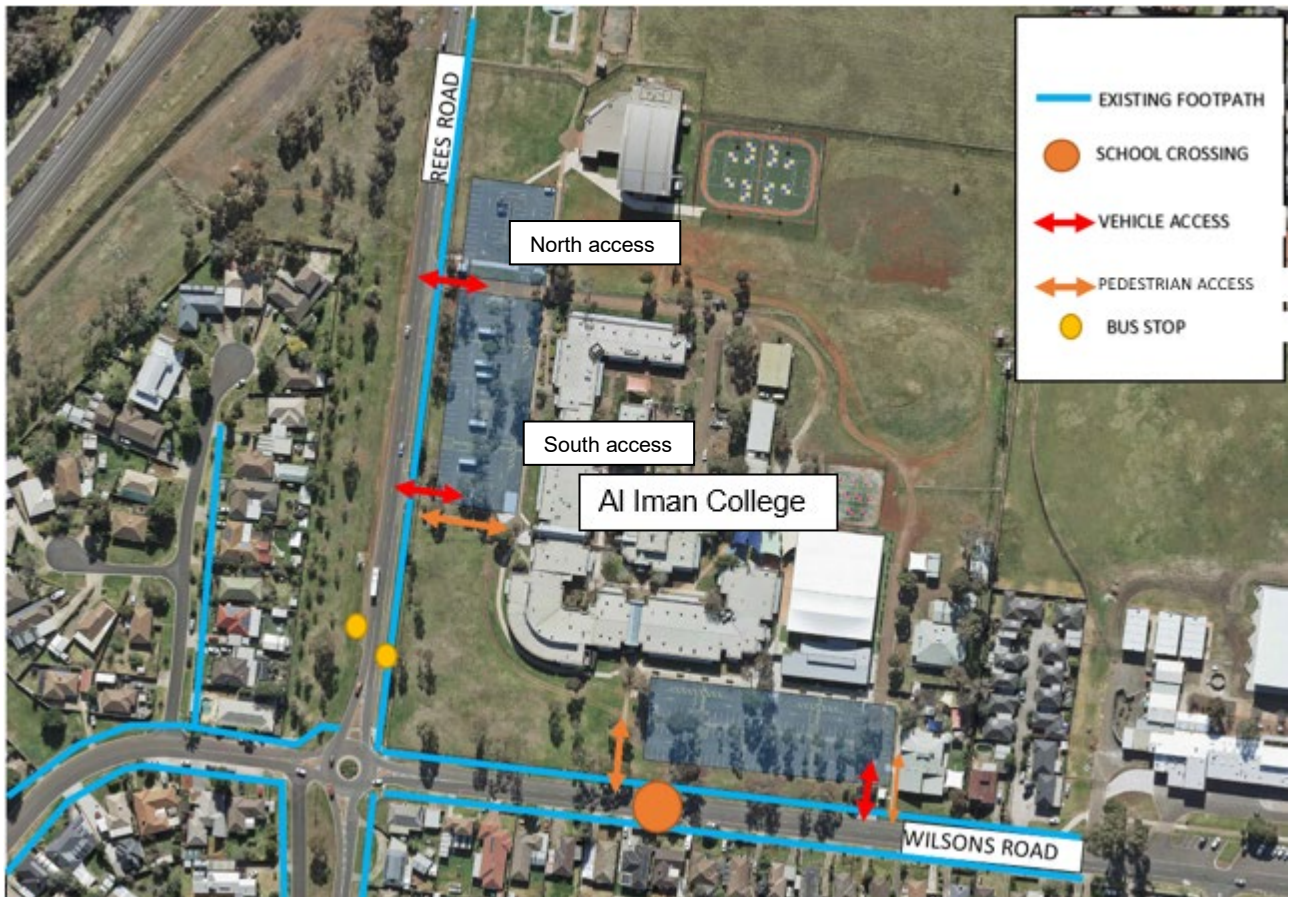


Figure 1 Map of Al Iman College

**Current Road Network**

*Rees Road, Melton South*

Rees Road is a local collector road and in the vicinity of the school is partially constructed comprising a six metre wide pavement, shallow culvert drainage, an unsealed shoulder on the west side and a footpath along the eastern side abutting the school. An indented parking lane is provided on the east side whilst formal bus stops are provided on both sides of the road.

Rees Road operates with a speed limit of 60km/h which is reduced to 40km/h during school peak times of 8-9:30am and 2:30-4pm on school days.

Figure 2 below illustrates the road cross section of Rees Road looking north.



Figure 2 Rees Road looking north

### *Wilson Road, Melton South*

Wilson Road is a local collector road constructed as an urban road comprising of a road pavement of seven metres and indented parking lane on both sides. A shared path is provided along the frontage of the school whilst a standard footpath is provided on the south. A school crossing is provided in the vicinity of the school gate which provides reduced speed limit of 40km/h during the school peak times of 8-9:30am and 2:30-4pm on school days. Outside of this time, Wilson Road operates with a 50km/h speed limit.

Figure 3 below illustrates the road cross section of Wilson Road looking west.



*Figure 3 Wilson Road looking west*

### **Future upgrade of Rees Road**

Rees Road is listed within Councils Infrastructure Plan for urbanisation which will include formalising the western side of the road including but not limited to on street parking lanes, bicycle facilities, turn lane facilities and pedestrian facilities including footpaths pedestrian crossings. The estimated value of works is \$1.5M based on similar project costs, however will be further informed during the design phase of the project.

The upgrade of Rees Road has been identified for funding consideration in 2024/25 that would see detailed design and service authority approvals occur, and service relocations and construction to commence over the following two years being 2025/26 and 2026/27.

### **Current Victorian Government Commitments**

Recently the Level Crossing Removal Authority (LXRA) announced a commitment to remove the level crossing located on Coburns Road by 2028. Given this, it is anticipated improvements to Rees Road will occur by 2028.

Furthermore, the office of Steve McGhie, Member of Parliament for Melton has committed the Victorian Government to construct a new school crossing for the school securing \$400,000 in the State Budget.

At this time Council is unaware of the project scope associated with the level crossing removal works, and the construction of a school crossing on Rees Road adjacent to Al Aman College. The future upgrade of Rees Road will require consideration of both Victorian Government funded projects above.

### **Consideration of Right Turn Lane**

#### *Right Turn Lane assessment*

Austrroads Road Design Guideline provides guidance on types of turn lanes applicable for use and is based on traffic volume using the road as well as volume of traffic turning right from the road. Traffic data has been collected on the volume of traffic turning into the car park.

## North Access – Right Turn Volume

- 37 vehicles in the morning between 8:00am – 9:00am
- 14 vehicles in the afternoon between 3:15pm –4:15pm

## South Access – Right Turn Volume

- 0 vehicles in the morning between 8:00am – 9:00am
- 6 vehicles in the afternoon between 3:15pm –4:15pm

Applying the Austroads Road Design Guidelines, a right turn facility is considered appropriate for the northern car park access. The provision of the appropriate turn lane infrastructure is recommended for consideration in the future upgrade. Vehicles travelling along Rees Road have the ability to use the unsealed shoulder to pass a vehicle that has slowed to turn right into the school if desired.

An alternative option is consideration of a Basic Auxiliary Right (BAR) turn treatment which is achieved by sealing the unsealed shoulder as shown in figure 4 below. This allows vehicles to pass a right turning vehicle on a sealed shoulder rather than the current unsealed shoulder.



*Figure 4 Basic Auxiliary Right (BAR) treatment at north access*

VicRoads provides crash statistics to organisations, researchers, and the public to help with education, research and the development of road safety programs and initiatives. It is typical to review the last five years of data to ascertain any trends that are occurring. A review of the past five years crash data for Rees Road identified only one vehicle collision which occurred 12 February 2019 approximately 80 metres north of the car park entrance. The details of the incident advised this was a head on collision between two vehicles. It is considered that this incident is not related because of any right turning vehicles.

Given the upgrade of Rees Road that is proposed to commence in the 2024/25 financial year, it is recommended to retain the current arrangement that will see vehicles utilise the unsealed shoulder to pass vehicles if desired.

### **Footpath assessment**

A pedestrian network surrounds the school site on the east side of Rees Road and provides connections to existing school crossings on Wilson Road, and various crossing points including at the Wilson Road and Rees Road roundabout.

Consideration has also been given to the Level Crossing Removal Authority (LXRA) project that includes removal of the level crossing by 2028 that will consider adequate provision of pedestrian and cycling infrastructure, of which Council would seek to have this infrastructure included and be funded by the project.

A pedestrian path on the west side of Rees Road (from the rail crossing through to the existing bus stop) will be considered through the Rees Road upgrade project, and is largely dependant on the scope of the level crossing removal project which remains unknown at this time.

Council's Pedestrian and Cycling Plan project included a review of connections to the existing public transport network that identified a missing link from the existing footpath on Wilson Road to the bus stop on the west side of Rees Road. This missing link is currently listed within the draft 2023/24 Infrastructure Plan for consideration through the upcoming budget process. The proposed delivery of this missing link to complement the existing footpath network will allow the community to complete their journey within the current footpath network.

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

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

3. A fast growing, innovative and well-planned City

*3.4 An integrated transport network that enables people to move around.*

## **4. Financial Considerations**

Option 1 – There is no financial impact associated with this option. Maintenance activities will continue to occur through Councils operating budget.

Option 2 – Provision of an interim turning lane treatment to the northern access of the school site that would include sealing of the road shoulder would require an estimated financial investment of \$150,000.

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

At the Ordinary Meeting of Council held 12 September 2022, Councillor Vandenberg tabled a petition with 248 signatories, regarding the request to construct a school crossing, footpath and right turn lane on Rees Road, Melton South.

The outcome of this report will inform the response to the petition with the lead petitioner to be informed directly.

## **6. Risk Analysis**

Option 1 – This option would see road users utilise the unsealed shoulder in the event vehicles were queued to turn right into the College. The unsealed shoulder will continue to be inspected and maintained in accordance with Councils' Road Management Plan. Maintenance frequencies can be adjusted in the event increased use is identified.

Option 2 – This option may see this interim arrangement designed and constructed in the next 12 months, and result in the potential removal of this turning lane within 12-18 months of completion as the future Rees Road upgrade progresses.

## **7. Options**

Option 1 – Retain existing road infrastructure, noting that the upgrade of Rees Road is currently identified in the 2024/25 Infrastructure Plan for consideration.

Option 2 – Provide an interim turning lane arrangement that includes construction of a sealed shoulder at the northern entry to the College on Rees Road.

## **LIST OF APPENDICES**

Nil

## 12.4 RESPONSE TO PETITION; PARKING AT MELTON SOUTH COMMUNITY CENTRE/MT CARBERRY RESERVE

Author: Daniel Anskaitis - Traffic and Transport Engineer

Presenter: Sam Romaszko - Director City Futures

### PURPOSE OF REPORT

To respond to a petition tabled at the Council Meeting on 13 December 2021 containing 129 signatures, requesting consideration of increasing parking at the Melton South Community Centre / Mt Carberry Reserve.

### RECOMMENDATION:

That Council:

1. Not support the additional car space re-development as per the petition request.
2. Support Melton South Community Centre representatives to work with the Food Bank agency providing advice regarding development of a car parking management plan to support existing operations.
3. Develop a car parking brochure for the community to assist with information regarding additional car parking opportunities nearby.
4. Refer the review and redevelopment of car parking at the Mt Carberry Recreation Reserve / Melton South Community Centre to be addressed as part of the future project to expand the facilities on site currently scheduled for 2026/27.

### Motion

Crs Ramsey/Shannon.

That Council:

1. Refer the construction of interim car parking at Melton South Community Centre to the 2023/24 budget process for consideration.
2. Support Melton South Community Centre representatives to work with the Food Bank agency providing advice regarding development of a car parking management plan to support existing operations.
3. Develop a car parking brochure for the community to assist with information regarding additional car parking opportunities nearby.
4. Refer the review of ultimate car parking arrangements at the Mt Carberry Recreation Reserve / Melton South Community Centre to be addressed as part of the future project to expand the facilities on site currently scheduled for 2026/27.

CARRIED

Cr Ramsey called for a division thereby setting aside the vote.

### For:

Crs Abboushi, Carli, Farrugia, Kesic, Majdlik, Ramsey, Shannon, Turner and Vandenberg

### Against:

Nil

The Mayor declared the Motion CARRIED UNANIMOUSLY



## REPORT

### 1. Executive Summary

At the Council Meeting on 13 December 2021, a petition was tabled containing 129 signatures requesting to increase parking supply at Melton South Community Centre/Mt Carberry Reserve.

Council officers have reviewed the demand for parking at the Community Centre/Mt Carberry Reserve and taken a holistic view of parking and infrastructure. The review included an assessment of the current community use, assessment against the statutory parking requirements, existing parking demand onsite and opportunities for parking within the surrounding road network.

Various options have been explored in relation to expansion of the existing car park facilities. The proposed expansion of Mt Carberry Preschool is included within Council's Infrastructure Plan and supported through the Victorian Government's Kindergarten Infrastructure Building Blocks plan and scheduled to commence in 2026/27. The project will include the construction of supporting infrastructure including additional car parking.

Officers recommend that engagement with Melton South Community Centre representatives occur to assist with development of a car parking management plan to assist with improving the parking and operation of the foodbank service, and development of a brochure to promote other car parking opportunities within the surround road network.

### 2. Background/Issues

The Melton South Community Centre operates as both a Neighbourhood House and Adult Education Centre between the hours of 9:30am to 4:30pm, from Monday to Friday. The Community Centre hosts a number of classes and events.

The Community Centre also operates a Food Bank on Fridays, which services between 150 and 200 families and is supported by staff and ten volunteers.

The Melton South Community Centre and Mt Carberry Reserve are located on Exford Road approximately 50m north of Melton South Primary School. The facilities are supported by two separated car parks which provide a total of 38 car spaces. This includes 23 car spaces for the childcare centre, and 15 car spaces facilitating both Mt Carberry Reserve and Melton South Community Centre. This is shown within figure 1 below.



Figure 1 Location of the subject site

The car parks service a range of facilities in the area including Melton South Community Centre, Childcare Care Facility, sporting activities associated with cricket and football, and passive activities including walking and playground use.

Melton South Community Centre entered a peppercorn lease agreement with Council for use of the premises in 2014. The current lease agreement references the maintenance of the external premises as the responsibility of the tenant, which would consider appropriate safety related activities associated with carparking.

#### *Mt Carberry Reserve*

Mt Carberry Reserve does not have a permanent sporting tenant that uses the reserve as a home base and there are no existing plans for this to occur in the future. Rather, the oval and pavilion are currently used by nearby sporting clubs for training and competition when their home ground has reached capacity or is unavailable. This use is expected to continue for the foreseeable future. The reserve is currently used training and competition by the Melton South Cricket Club 3 to 4 times per week. From March 2023, the Melton South Junior Football Club are expected to utilise the facilities for training around 3 times per week.

#### *Mt Carberry Preschool (Childcare)*

The Mt Carberry Preschool operates as a facility for 60 children with long term plans to expand the facility size within Council's Infrastructure Plan. This expanded kindergarten provision is planned under the Kindergarten Infrastructure Building Blocks plan with the Victorian Government which is scheduled to commence in 2026/2027.

The future development of the site will consider ongoing parking and access provisions for this precinct during the planning process.

### **Car Parking Review**

An assessment of statutory parking requirements based on Clause 52.06 of the planning scheme identifies a requirement of 33 car parking spaces to support the community centre and childcare uses. The supply of 38 parking spaces exceeds the statutory requirements and caters for increased patronage at various times of the day.

#### *Sporting use parking demand*

The demand for parking created by the sporting uses (evenings and weekends) occurs at different times to the peak demand for the community centre, pre-school and primary school parking demand. Given its use as an overflow only venue, the existing supply of parking can be considered adequate to meet needs.

#### *Foodbank parking demand*

The scale of the foodbank service (serving 150-200 families) creates a demand for parking beyond the typical demand for community centre and pre-school uses. The operations of the foodbank can be estimated to require an additional 45-60 spaces during the peak hour (10:30am ticket collection). Following the ticket collection hour, demand for parking reduces to approximately 20 additional spaces per hour to facilitate food parcel collection. Given the high demand for parking is in addition to typical off-peak demand for the pre-school, the demand for parking exceeds the supporting parking supply for the facility.

#### *Exford Road, Melton South*

Exford Road is a local connector road managed by Council and consists of a single traffic lane in each direction. Exford Road carries a high volume of traffic with the road operating at a reduced speed of 40km/h during school times and a speed limit of 60 km/h at all other times.

A bus stop is located on both sides of the road adjacent to the Exford Road frontage of Mt Carberry Reserve. On-street parking is available on both sides of the road in the vicinity of the site including 11 spaces fronting the reserve site.

#### *Overall Car Parking Conditions*

The car parking provision is adequate to support most activities in the area. Parking remains constrained during school hours which is anticipated and consistent with other areas in the municipality. The construction of a new car park at Melton South Primary School assists to increase the supply of parking within the precinct.

The foodbank service however creates additional constraints on parking on a Friday when operating. Given this issue is for a short period of time, it is proposed that the existing arrangements be retained and that other opportunities are explored with the Melton South Community Centre and Foodbank operator to alleviate parking congestion. The implementation of a car park management plan and associated brochure is the recommended approach that will assist with maximising surrounding parking infrastructure and informing the community of appropriate nearby parking to use.

### **Recent Parking and Pedestrian Improvements**

Since the establishment of the petition, and number of changes to infrastructure in the area have been constructed to assist pedestrian connectivity to the site, including a raised platform crossing at Northcott Street, a pedestrian refuge island crossing adjacent the bus stops across Exford Road (fronting the Community Centre), and a car park at Melton South Primary School (approximately 75 spaces). Figure 2 below shows the location of new parking facilities and supporting infrastructure in the area.



Figure 2 Changes to surrounding area

**Options for consideration**

*Option 1 - Development of a Car Parking Management Plan including brochure*

A car parking management plan is often utilised to manage activities and events to improve the operation of parking for that period. In this case, Council propose assisting with a car park management plan that considers measures that may be taken to improve the parking and operation of the foodbank service including preferred days and times of operating the service.

*Option 2 – Upgrade to the existing community centre car park*

There is an opportunity to increase the number of parking spaces at the Community Centre parking facility. Figure 3 shows potential opportunities to expand the existing car park:



Figure 3 Opportunity to expand Car Park

Figure 3 shows the expansion of the Community Centre car park could result in approximately 27 additional car parking spaces. This expansion can be expected to result in some tree removal and may not be supported by adjacent residents. Expanding the existing Pre-school car park could result in approximately 36 additional spaces (shown in Figure 4 below).

*Option 3 – Upgrade the existing pre-school car park*

There is an opportunity to increase the number of parking spaces at the Pre School parking facility. Figure 4 shows potential opportunities to expand the existing car park:

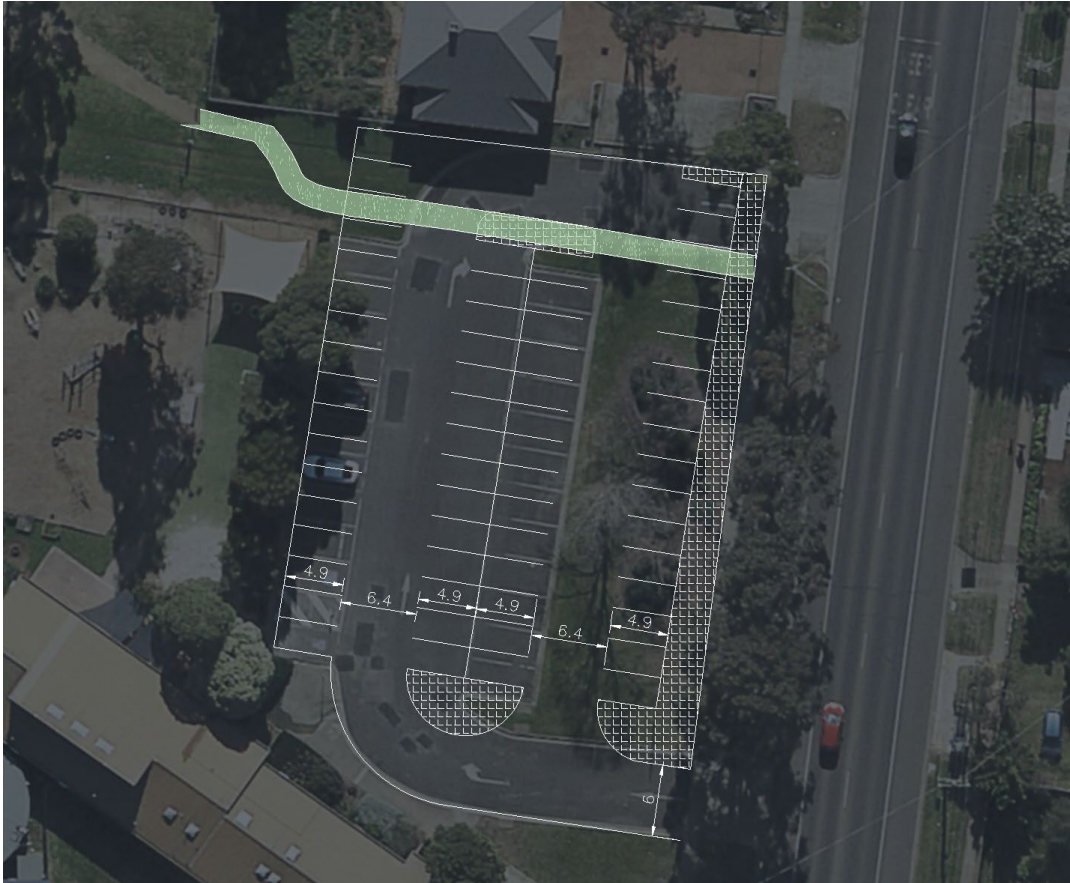


Figure 4 Opportunity to expand Preschool Car Parking Location

Given the future capital project identified at this location that will include supporting car parking, it is recommended that officers work with the tenant to assist with development of a Car Parking Management Plan including brochure.

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

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

3. A fast growing, innovative and well-planned City

3.3 A City with accessible infrastructure that meets the needs of all.

### 4. Financial Considerations

Option 1 – The option to maintain the existing car park and develop a car parking management plan to mitigate issues would see officers work with the tenant. Whilst there would be minimal cost associated with engaging and working with the tenant, any potential outcomes including potential parking attendants would be borne by the tenant.

Option 2 – An indicative cost of \$250,000 would be required to support expansion of the community centre car park.

Option 3 – An indicative cost of \$300,000 would be required to support expansion of the preschool car park. Given the planned expansion of the pre-school, any investment will likely be redundant when future upgrades to the facility occur.

## 5. Consultation/Public Submissions

The outcome of this report will be provided to the lead petitioner.

Consultation associated with Option 1 would see officers work with Melton South Community Centre on car parking opportunities. Options 2 and 3 would require extensive consultation with all users of the site and surrounding community.

## 6. Risk Analysis

Option	Risk
Option 1 – Maintain Existing car parking	Parking may remain constrained in the area during the foodbank service. Any expansion of the foodbank likely to exacerbate parking constraints.
Option 2 – Expand existing Community Centre Car Park	There are various risks associated with this option including impact on nearby residents and native vegetation consideration in the form of potential tree removal.
Option 3 – Expanding existing Pre-school Car Park	The expansion of the car park may result in any works constructed likely to be redundant, given the future expansion of this facility of the site.

## 7. Options

Consideration has been given to the following options to address the parking demand on the Mt Carberry Reserve.

- Option 1: Maintain existing car parking arrangements on site, and work with the tenant regarding management of car parking.
- Option 2: Upgrade the existing community centre car park.
- Option 3: Upgrade the existing pre-school car park.

## LIST OF APPENDICES

Nil

## 12.5 FINANCE REPORT - PERIOD ENDED 31 DECEMBER 2022

Author: Natalie Marino – Acting Finance Manager  
Presenter: Peter Leersen - Director Organisational Performance

### PURPOSE OF REPORT

To present the 2022/2023 Finance Report for the 6 months ended 31 December 2022.

### RECOMMENDATION:

That Council note the report and the 2022/2023 Finance Report for the 6 months ended 31 December 2022, contained at **Appendix 1**.

### Motion

Crs Majdlik/Kesic.

That Council note the report and the 2022/2023 Finance Report for the 6 months ended 31 December 2022, contained at **Appendix 1**.

CARRIED

---

## REPORT

### 1. Executive Summary

Section 97 of the Local Government Act 2020 specifies as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.

The purpose of this report is to provide Council with this information, comparing actuals for the 6 months ending 31 December 2022 and the approved budget for the same period as is detailed in **Appendix 1**.

### 2. Background/Issues

Section 97 of the Local Government Act 2020 specifies as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.

A quarterly budget report (**Appendix 1**), must include;

- a comparison of the actual and budgeted results to date; and
- an explanation of any material variations; and
- any other matters prescribed by the regulations.

Audit & Risk Committee reviewed the report on 9 February 2023, no changes were required following that review.

Council's financial performance is continuing to benefit from strong development contributions for future capital infrastructure in the region with \$142.6 million received for the first 6 months compared to a budget of \$93.1 million, resulting in a favourable variance of \$49.5 million.



Council's operating surplus less development contributions for the 6 months ended December 2022 was \$96.7 million compared to a budgeted result of \$89.4 million, resulting in a favourable variance of \$7.3 million.

The operating surplus is continuing to benefit from unbudgeted funding from operating and capital grants, lower employee costs to budget due to unfilled vacancies, partially offset by an increase in material costs largely driven by agency costs to backfill these vacancies.

Council is forecasting an underlying surplus of \$3.6 million which is \$3.2 million favourable to budget. This favourable variance is largely attributable to higher than anticipated interest income as a result of improved term deposit rates along with savings in employee costs.

The actual capital expenditure completed at the 31 December 2022 was \$26.8 million or 30% of the total budget.

Council's has a total of \$524.4 million in cash and term deposits at quarter end however the majority of this cash and term deposit holdings are fully committed, being set aside for restricted reserves, carry forward expenditure, employee entitlements and developer contributions received for future capital works. The working capital ratio for the YTD period is a healthy 1:6.3.

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

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

5. A high performing organisation demonstrating leadership and advocacy: An organisation operating with innovation, transparency, accountability and sustainability

*5.3 Effective civic leadership, advocacy, partnerships and good governance.*

### **4. Financial Considerations**

Council note the operating surplus for the 6 months ended 31 December 2022 and other financial matters outlined in **Appendix 1**.

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

N/A

### **6. Risk Analysis**

The financial report (**Appendix 1**), provides transparency over the financial performance of Council and will ensure Council's continued compliance with the legislative requirements.

### **7. Options**

The Council can:

1. Note the report as per the recommendation.
2. Request further information/clarification if deemed necessary.

### **LIST OF APPENDICES**

1. Finance Report 31 December 2022



Melton City Council  
**Finance Report 2022/2023**  
Period Ended 31 December 2022

A vibrant, safe and liveable City accessible to all





## **Management Report**

**2nd Quarter Ended 31 December 2022**

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## Melton City Council

### Quarterly Finance Report for the 6 months period as at 31 December 2022.

#### Executive Summary

#### Operating Results

This report compares the 31 December 2022 YTD results with the profiled YTD approved budget for the same period.

The operating surplus before transfers for the December YTD period was \$239.2m. This compared with the profiled budgeted result of \$182.5m resulting in a favourable variance of \$56.7m.

Detailed analysis of operating revenue and expenditure variances by line items, are outlined on the subsequent pages of this report.

#### Year-end Forecast

Review of the 2nd quarter operating and capital expenditure as at the end of December 2022 has been finalised. As part of this process business unit managers have provided an estimate of the year-end forecast of savings and over-runs expected as at 30 June 2023. This is summarised in the table below.

Comparison of 2nd quarter-end forecast with the approved budget is shown on page 8 with the detail variance commentary on page 9-12

	Summary of 2nd Quarter Year-End Forecast against the Approved Budget	\$(Millions)
	<b>Operating</b>	
	Forecast unfavourable variance in operating results before transfers	<u>(\$45.9)</u>
	<b>Capital</b>	
	Forecast favourable variance in Council capital expenditure	<u>\$12.5</u>

## Capital Expenditure

The approved Council capital expenditure budget for 2022/23 is a total of \$89.0m. This consists of \$54.9m carry forwards component from 2021/22.

Total developer contribution in-kind works budget for 2022/23 is \$116.5m. These works when completed by landholders will offset their developer contribution liability to Council. Where the value of completed works handed over to Council varies from the DCP obligations, the resultant rolling credit or debit transactions will be carried forward to be set off against future obligations or for settlement to/by Council from the developer contribution reserve funds.

The actual capital expenditure completed at the end of December was \$26.8m or 30% of the full year capital expenditure budget.

A project level analysis of full year capital expenditure has been included with this report.

## Cash on hand and Investments

Council's total cash position at quarter-end is \$525.4m. This balance includes \$524.7m of general and restricted investments representing carry forward expenditure, employee entitlements, and developer contributions received for future capital works. The aggregate amount of cash on hand and at bank at end of month was \$0.7m.

## Debtors

Receivables outstanding totalled \$97.8m (net of doubtful debts provisions) of which \$86.7m relates to rates debtors including instalments not due. Infringement Debtors amounted to \$6.4m, and other sundry debtors amounted to \$4.7m.

**Monthly Management Report 2022/2023****Operating Statement by Income/Expenditure line items**

2021/2022 YTD Actuals (000's)	Income/Expenditure Type <i>Notes</i>	YTD Actuals (000's)	YTD Budget (000's)	YTD Variance (000's)	Full Year Approved Budget (000's)	2nd Qtr Forecast (000's)	2nd Quarter Forecast Variance to Adopted Budget (000's)
<b>Income</b>							
145,586	Rates & Charges 1	158,767	160,190	(1,423)	163,409	161,665	(1,744)
5,615	Statutory Fees and Fines 2	6,243	5,412	831	13,249	13,696	447
4,659	User Fees 3	5,561	6,832	(1,270)	13,680	11,793	(1,886)
14,901	Grants- Operating 4	12,817	10,119	2,699	33,025	35,131	2,105
3,239	Grants- Capital 5	4,529	551	3,977	18,097	15,416	(2,682)
36,093	Contributions Monetary 6	38,713	39,838	(1,125)	135,854	93,162	(42,692)
18,696	Contributions Non Monetary 7	103,858	53,225	50,632	180,183	182,863	2,679
10,422	Net Gain/(Loss) on Disposal of IPP&E 8	2,833	8,948	(6,115)	16,778	10,355	(6,422)
2,222	Other Revenue 9	8,323	3,112	5,211	7,566	15,247	7,681
<b>241,432</b>	<b>Total Income</b>	<b>341,645</b>	<b>288,226</b>	<b>53,418</b>	<b>581,840</b>	<b>539,327</b>	<b>(42,514)</b>
<b>Expenditure</b>							
33,733	Employee Costs 10	32,488	37,272	4,784	74,345	70,675	3,670
39,066	Material Costs 11	45,670	44,163	(1,507)	105,496	112,334	(6,839)
399	Bad and Doubtful Debts 12	703	711	8	1,561	1,770	(209)
22,953	Depreciation and Amortisation 13	23,429	23,478	49	48,843	48,843	0
178	Borrowing Costs 14	125	129	4	295	295	0
0	Finance Cost- Leases 15	7	7	(0)	22	22	0
<b>96,329</b>	<b>Total Expenditure</b>	<b>102,421</b>	<b>105,759</b>	<b>3,338</b>	<b>230,561</b>	<b>233,939</b>	<b>(3,378)</b>
<b>145,103</b>	<b>Total Surplus/Deficit Before Transfers.</b>	<b>239,223</b>	<b>182,467</b>	<b>56,756</b>	<b>351,279</b>	<b>305,388</b>	<b>(45,892)</b>
<b>Other Comprehensive Income</b>							
0	Net asset Revaluaion Increment/(decrement) 16	0	0	0	54,385	54,385	0
<b>145,103</b>	<b>Total comprehensive Result</b>	<b>239,223</b>	<b>182,467</b>	<b>56,756</b>	<b>405,664</b>	<b>359,773</b>	<b>(45,892)</b>
<b>Reserve Transfers</b>							
12,006	Transfers From Reserves 17	25,252	16,018	9,233	111,717	64,039	(47,678)
(46,119)	Transfer to Reserve 18	(61,344)	(64,488)	3,144	(186,926)	(83,669)	103,258
<b>(34,112)</b>	<b>Total Net Transfers - Income/(Exp)</b>	<b>(36,093)</b>	<b>(48,470)</b>	<b>12,377</b>	<b>(75,209)</b>	<b>(19,630)</b>	<b>55,579</b>
<b>110,990</b>	<b>Total Surplus/(Deficit) Net of Transfers</b>	<b>203,131</b>	<b>133,997</b>	<b>69,133</b>	<b>330,454</b>	<b>340,142</b>	<b>9,687</b>
<b>76,654</b>	<b>Undelying Surplus/(Deficit)</b>	<b>89,290</b>	<b>79,904</b>	<b>9,386</b>	<b>366</b>	<b>3,592</b>	<b>3,226</b>

\* Negative values in the year-end variance and forecast variance columns indicate an unfavourable Variance.

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

For the 6 Months Ended 31st December 2022

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type	Notes	YTD Actual (000's)	YTD Budget	Variance - Fav/(Unfav) (000's)	YTD Actuals to YTD Budget Variance Explanations
<b>Income</b>					
Rates & Charges	1	158,767	160,190	(1,423)	Rates & Charges are unfavourable compared to YTD Budget by <b>(\$1.42m)</b> as the supplementary rates & Rebate on Rates collected were \$2.0m lower than the budget. The unfavourable variance was partially offset by the favourable variance of \$0.58m in Commercial Rates.
Statutory Fees and Fines	2	6,243	5,412	831	Statutory Fees and Fines were <b>\$0.83m</b> favourable to YTD Budget due to the following: <b>\$0.86m</b> - Higher than expected Infringement Revenue primarily within Litter & Building Sites and Parking. Higher than anticipated infringements issued in Litter & Building Sites is attributable to process improvements such as CCTV monitors which enables the team to detect identity through non-compliances ; while Parking infringements are due to a focus on safety around school zones. <b>\$0.09m</b> - Higher than expected revenue from Court Recoveries.  The favourable variance was partly offset by unfavourable variance due to: <b>(\$0.12m)</b> - Lower than budgeted Permit Fees and other Registration Fees within Town Planning due to a slowing of new development approvals.
User Fees	3	5,561	6,832	(1,270)	User Fees are unfavourable to YTD Budget by <b>(\$1.27m)</b> primarily due to slowed growth of demand for subdivision fees which is thought to be associated with a rise in interest rates since the budget was set. The unfavourable variance was partially offset by the favourable variance of \$0.48m in Permit Fees & Property Hire.
Grants- Operating	4	12,817	10,119	2,699	Operating Grants were <b>\$2.70m</b> favourable to YTD Budget as result of unbudgeted or increased grants totalling <b>\$4.03m</b> offset by a by <b>(\$1.33m)</b> reduction. Below are the major unbudgeted or increased grants received: ** Community Activations and Social Isolation (CASI) - [\$0.29m] ** CALD Communities Taskforce - [\$0.21m] ** Empowering Communities Project - [\$0.2m] ** Kindergarten Central Registration - [\$0.1m] ** Iconic Waterways - Arnolds Creek - [\$0.09m] ** MTC Round 3 & 4 - [\$0.66m] ** Crime Prevention Grant - UTURN193 - [\$0.06m] ** Library Administration - [\$0.5m] ** Cobble Bank, Bridge Road Construction - [\$0.41m]  The favourable variance was partly offset by unfavourable variances: <b>(\$0.95m)</b> - Commonwealth Home Support Programme (CHSP) <b>(\$0.12m)</b> - Community Transport <b>(\$0.10m)</b> - Family Day Care <b>(\$0.13m)</b> - Other grants

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Operating Statement - Significant Variance Comments

For the 6 Months Ended 31st December 2022

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type	Notes	YTD Actual (000's)	YTD Budget	Variance - Fav/(Unfav) (000's)	YTD Actuals to YTD Budget Variance Explanations
Grants- Capital	5	4,529	551	3,977	Capital Grants were <b>\$3.98m</b> favourable to YTD Budget due to receipt of unbudgeted new grant funding. The most significant amongst these are funds for: ** Melton Rec - Carpark - Ped Connect – Landscaping - [\$0.38m] ** Melton Rec - Netball Crt - Public Convenience Upg - [\$0.18m] ** MacPherson Park Stage 2- Soccer Pavilion - [\$0.12m] ** MacPherson Park Stage 3 Toolernvale Redevelopment - [0.80m] ** Arnolds Creek Children & Community Centre 3rd Room - [\$0.08m] ** Female Friendly Change room upgrade – Ian Cowie - [\$0.02m] ** Lighting around Navan Park Lake - [\$0.25m] ** Renewal Program Sealed Roads - [\$0.32m]
Contributions Monetary	6	38,713	39,838	(1,125)	Cash contribution year to date is below projection and this has been reflected in a downward revision in the forecast which is mainly driven by a weaker housing market due to increase in interest rates and delays in completing subdivision.
Contributions Non Monetary	7	103,858	53,225	50,632	The non cash contribution is more than expected due to the recognition of subdivision works completed which has not been budgeted.
Net Gain/(Loss) on Disposal of IPP&E	8	2,833	8,948	(6,115)	Actual land sales for the period was 59 units compared to budgeted land sales of 228 units, while settlement numbers have increased to 135 units settled compared to 134 settlements budgeted resulting in an unfavourable YTD result of <b>(\$4.51m)</b>  Proceeds from the sale of Council fleet and plant is less than anticipated by <b>(\$0.46m)</b> relative to budget as Council brought forward those sales into FY2022.  Disposal of infrastructure assets <b>(\$1.54m)</b>  This is offset by an unbudgeted <b>\$0.40m</b> gain on the sale of Council Land at 83-105 Abey Rd Melton South.
Other Revenue	9	8,323	3,112	5,211	Other Revenue was <b>\$5.21m</b> favourable to YTD Budget primarily due to higher than budgeted interest income due to higher than anticipated interest rates received on investments <b>\$5.33m</b> which was offset by sundries totalling <b>(\$0.12m)</b>
<b>Total Income</b>		<b>341,645</b>	<b>288,226</b>	<b>53,418</b>	



Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

For the 6 Months Ended 31st December 2022

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type	Notes	YTD Actual (000's)	YTD Budget	Variance - Fav/(Unfav) (000's)	YTD Actuals to YTD Budget Variance Explanations
<b>Expenditure</b>					
Employee Costs	10	32,488	37,272	4,784	Employee costs YTD favourable variance of <b>\$4.78m</b> due to vacancies across all the directorates - Organisational Performance - \$0.07m Office of CEO - \$0.93m City Life - \$2.12m City Futures - \$0.96m City Delivery - \$0.70m  Decrease in employee costs is partially offset by expenditure on backfilling contract labour (agency).
Material Costs	11	45,670	44,163	(1,507)	Contracts and Materials are unfavourable to YTD Budget by <b>(\$1.51m)</b> due to: <b>(\$0.67m)</b> - Unfavourable variance in Contract labour (agency) costs relating to the backfill of vacancies ; and engagement of contractors to deliver externally funded projects. <b>(\$0.60m)</b> - Increase in Professional Advisory comprised mostly of executive search and management consultants within Chief Executive Officer business unit. <b>(\$0.24m)</b> - Legal fees exceed budget as demand for external legal services remains high and reflects a continuing upward trend characterised by increasing numbers and complexity of prosecutions and increasingly complex transactions involving Council.
Bad and Doubtful Debts	12	703	711	8	The minor favourable variance is due to write offs of infringements at the end of the quarter.
Depreciation and Amortisation	13	23,429	23,478	49	The favourable variance is due to timing of capitalisation of assets to be depreciated.
Finance Cost- Leases	15	7	7	(0)	
<b>Total Expenditure</b>		<b>102,421</b>	<b>105,759</b>	<b>3,338</b>	
<b>Total Surplus/Deficit Before Transfers.</b>		<b>239,223</b>	<b>182,467</b>	<b>56,756</b>	

Monthly Management Report 2022/2023				
2nd Quarter Vs Adopted Budget Variance				
Forecast Operating Statement by Income / Expenditure				
Income/Expenditure Type	Notes	Full Year Approved Budget	2nd Qtr Forecast	2nd Quarter Forecast Variance to Adopted
		(000's)	(000's)	(000's)
<b>Income</b>				
Rates & Charges	1	163,409	161,665	(1,744)
Statutory Fees and Fines	2	13,249	13,696	447
User Fees	3	13,680	11,793	(1,886)
Grants- Operating	4	33,025	35,131	2,105
Grants- Capital	5	18,097	15,416	(2,682)
Contributions Monetary	6	135,854	93,162	(42,692)
Contributions Non Monetary	7	180,183	182,863	2,679
Net Gain/(Loss) on Disposal of IPP&E	8	16,778	10,355	(6,422)
Other Revenue	9	7,566	15,247	7,681
<b>Total Income</b>		<b>581,841</b>	<b>539,327</b>	<b>(42,514)</b>
<b>Expenditure</b>				
Employee Costs	10	74,345	70,675	3,670
Material Costs	11	105,496	112,334	(6,839)
Bad and Doubtful Debts	12	1,561	1,770	(209)
Depreciation and Amortisation	13	48,843	48,843	0
Borrowing Costs	14	295	295	0
Finance Cost- Leases	15	22	22	0
<b>Total Expenditure</b>		<b>230,561</b>	<b>233,939</b>	<b>(3,378)</b>
<b>Total Surplus/Deficit for the Year Before Trfs.</b>		<b>351,280</b>	<b>305,388</b>	<b>(45,892)</b>
<b>Underlying Surplus/(deficit)</b>		<b>366</b>	<b>3,592</b>	<b>3,226</b>
<b>Council Capital Budget</b>		<b>89,032</b>	<b>76,532</b>	<b>12,500</b>
<b>Capital DCP-In-Kind</b>		<b>116,545</b>	<b>129,750</b>	<b>(13,205)</b>

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 2nd Quarter Forecast

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type		Full Year Approved Budget	2nd Qtr Forecast	2nd Quarter Forecast Variance to Adopted Budget	Approved Budget to 2nd Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
<b>Income</b>					
Rates & Charges	1	163,409	161,665	(1,744)	Rates & Charges are forecasted to finish unfavourable compared to FY Budget by <b>(\$1.74m)</b> as the supplementary rate expected to be collected is lower than the budget (\$1,616m vs. \$1,634m)
Statutory Fees and Fines	2	13,249	13,696	447	Statutory Fees and Fines are forecasted to finish favourably compared to FY Budget by <b>\$0.45m</b> due to the following: <b>\$1.03m</b> - Higher than expected Infringement Revenue primarily within Litter & Building Sites and Parking. Higher than anticipated infringements issued in Litter & Building Sites is attributable to process improvements such as CCTV monitors which enables the team to detect identity through non-compliances; while Parking infringements are due to a focus on safety around school zones.  The favourable variance was partly offset by unfavourable variance due to: <b>(\$0.59m)</b> - Lower than budgeted Permit Fees and other Registration Fees within Town Planning due to a slowing of new development approvals.
User Fees	3	13,680	11,793	(1,886)	User Fees are expected to finish <b>(\$1.89m)</b> unfavourable to FY Budget primarily due to slowed growth of demand for subdivision fees <b>(\$1.70m)</b> , with the remaining <b>(\$0.19m)</b> revenue downgrade being primarily attributable Planning Fees. These are down due to weaker market demand which is thought to be associated with a rise in interest rates since the budget was set.
Grants- Operating	4	33,025	35,131	2,105	Operating Grants are forecasted to finish favourably compared to FY Budget by <b>\$2.10m</b> due to: <b>\$2.12m</b> - Resulting from unbudgeted or increased grants to be received. This is attributable to: ** Community Activations and Social Isolation (CASI) - \$0.37m ** CALD Communities Taskforce - \$0.21m ** Empowering Communities Project - \$0.20m ** Kindergarten Central Registration - \$0.23m ** Crime Prevention Grant - UTURN193 - \$0.10m ** Crime Prevention - NorthWestSafe - \$0.14m ** MTC Revitalisation Grant Round 2 - Kid Zone - \$0.15m ** MTC Round 4 - Winter Arts & Culture Event - \$0.16m ** Other operating grants - \$0.56m  <b>\$4.10m</b> - Expected net impact relating to unearned grant income. Council expects that the performance obligations relating to grants funding received in advance in the previous financial year will be satisfied in this financial year, allowing these funds to be recognised as income.  The favourable variance was partly offset by decreases in the grants below: <b>(\$4.22m)</b> - Grants Commission. In June 2022 the Commonwealth Government brought forward the payment of 75% of the estimated aggregate 2022/23 Financial Assistance Grants allocation to Victorian Councils, as compared to budgeted at 50%. Hence the 25% which was received earlier than anticipated has been removed from the 2022/23 forecast.

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 2nd Quarter Forecast

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type		Full Year Approved Budget	2nd Qtr Forecast	2nd Quarter Forecast Variance to Adopted Budget	Approved Budget to 2nd Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
Grants- Capital	5	18,097	15,416	(2,682)	Capital Grants are forecasted to finish unfavourably compared to FY Budget due to expected net impact relating to unearned grant income. As at 30 June 2022 Council had a \$15.2m balance relating to Capital Program unearned income, and was budgeted that Council would be able to achieve income recognition of a net \$5.8m of the balance by 30 June 2023. However, projected non-completion of several FY2023 projects by year end lead to a forecasting assumption that associated grant funding received will be held on balance sheet until performance obligations are met in future years. The most significant of these projects include: ** Arnolds Creek Children & Community Centre 3rd Room - \$0.08m ** Female Friendly Change room upgrade – Ian Cowie - \$0.02m ** Licensed Playspace Upgrade Program - \$0.05m ** MacPherson Park Stage 2- Soccer Pavilion - \$0.12m ** Melton Rec - Carpark - Ped Connect – Landscaping - \$0.38m ** Melton Rec - Netball Crt - Public Convenience Upgrade - \$0.18m ** Renewal Program - Sealed Roads (PY 08756) - \$0.32m ** Rockbank Murray Rd Children's & Community Centre - \$1.76m  The unfavourable variance is offset by the favourable variance in Street Lighting Improvement Program (\$0.2m)
Contributions Monetary	6	135,854	93,162	(42,692)	Cash contribution year to date is below projection and this has been reflected in a downward revision in the forecast which is mainly driven by a weaker housing market due to increase in interest rates and delays in completing subdivision.
Contributions Non Monetary	7	180,183	182,863	2,679	The non cash contribution is more than expected due to the recognition of subdivision works completed which has not been budgeted.
Net Gain/(Loss) on Disposal of IPP&E	8	16,778	10,355	(6,422)	Sale of Properties are forecasted to finish unfavourably compared to FY Budget by (\$5.92m) due to a lower revised sales forecast for Atherstone land sales from budgeted FY sale of 456 lots to a Revised Target of 295 net sales and the Council has recognised YTD Net Sales as 49. FY23 sales forecast was decreased due to anticipated lower market demand as the RBA cash rate has increased since the budget was set.  There is an unfavourable variance of (\$0.90m) for plant purchases/replacements.  The unfavourable variance is partially offset by an unbudgeted \$0.4m gain made on the sale of Council Land at 83-105 Abey Rd Melton South.
Other Revenue	9	7,566	15,247	7,681	Other Revenues are forecasted to finish favourably compared to FY Budget by \$7.68m primarily due to higher than budgeted interest income due to higher than anticipated interest rates received on investments \$7.66m and sundries totalling \$0.02m.
<b>Total Income</b>		<b>581,840</b>	<b>539,327</b>	<b>(42,514)</b>	

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 2nd Quarter Forecast

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$250,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

Income/Expenditure Type		Full Year Approved Budget	2nd Qtr Forecast	2nd Quarter Forecast Variance to Adopted Budget	Approved Budget to 2nd Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
<b>Expenditure</b>					
<b>Employee Costs</b>	<sup>10</sup>	74,345	70,675	3,670	Employee costs at are projected to finish favourably in net terms by <b>\$3.67m</b> by year-end. The favourable variance is due to vacancies across all the directorates - Organisational Performance - \$0.67m Office of CEO - \$0.54m City Life - \$1.05m City Futures - \$1.13m City Deliver - \$0.28m  Decrease in employee costs is partially offset by expenditure on backfilling contract labour (agency).
<b>Material Costs</b>	<sup>11</sup>	105,496	112,334	(6,839)	Contracts and Materials are forecasted to overspend FY Budget by <b>(\$6.84m)</b> due to: <b>(\$2.14m)</b> - Forecasted overspend associated with unbudgeted operating grant funding, some of which relates to unbudgeted grant funds received in 2021/22 for which Council is undertaking required delivery in the current year. The most significant materials & services expenditure forecasts funded by unbudgeted external grant income include: CALD Communities Taskforce - <b>(\$0.21m)</b> Community Activations and Social Isolation (CASI) - <b>(\$0.37m)</b> Crime Prevention Grant - UTURN193 - <b>(\$0.1m)</b> Empowering Communities Project - <b>(\$0.2m)</b> Eynesbury Programs Discovery Centre - <b>(\$0.02m)</b> Family Support Services - <b>(\$0.06m)</b> Fraser Rise Community House - <b>(\$0.03m)</b> Healthy Promotion Projects - <b>(\$0.05m)</b> Hillside Neighbourhood House - <b>(\$0.02m)</b> Iconic Waterways - Arnolds Creek - <b>(\$0.09m)</b> Kindergarten Central Registration - <b>(\$0.20m)</b> Maternal & Child Health Services – Enhanced - <b>(\$0.27m)</b> MRF Feasibility Study Project - <b>(\$0.02m)</b> MTC Round 4 - Buy Local Campaign - <b>(\$0.04m)</b> MTC Round 4 - Digital Strategy - <b>(\$0.03m)</b> MTC Round 4 - Winter Arts & Culture Event - <b>(\$0.16m)</b> School Crossings - <b>(\$0.14m)</b> Sleep and Settling - <b>(\$0.07m)</b> Stevenson House - <b>(\$0.03m)</b> Supported Accommodation Program - <b>(\$0.09m)</b> Supported Playgroups - <b>(\$0.05m)</b>

Monthly Management Report 2022/23

Operating Statement - Significant Variance Comments

Approved Budget vs. 2nd Quarter Forecast

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Income/Expenditure Type		Full Year Approved Budget	2nd Qtr Forecast	2nd Quarter Forecast Variance to Adopted Budget	Approved Budget to 2nd Quarter Forecast Variance Explanations
		(000's)	(000's)	(000's)	
					Taylors Hill Neighbourhood House - (\$0.01m) (\$1.09m) - Unfavourable variance in Contract labour (agency) costs relating to the backfill of vacancies. (\$0.70m) - Increase in Professional Advisory which is to be Council funded of which [(\$0.30m)] is attributable to funds ear-marked for Chief Executive Officer discretionary spend. (\$0.4m) - Legal fees exceed budget as demand for external legal services remains high and reflects a continuing upward trend characterised by increasing numbers and complexity of prosecutions and increasingly complex transactions involving Council. (\$0.89m) - Additional development costs for the Information Systems Management. (\$0.65m) - Additional unexpected costs in all directorates due to over all cost increase across the industry.
<b>Bad and Doubtful Debts</b>	12	1,561	1,770	(209)	Infringement bad debts made up of withdrawals for errors, withdrawing for court and through internal review. Fines have been withdrawn due to legislative timeframes for internal review not being met.
<b>Depreciation and Amortisation</b>	13	48,843	48,843	0	
<b>Borrowing Costs</b>	14	295	295	0	
<b>Finance Cost- Leases</b>	15	22	22	0	
<b>Total Expenditure</b>		230,561	233,939	(3,378)	
<b>Total Surplus/Deficit Before Transfers.</b>		351,279	305,388	(45,892)	
<b>Underlying Operating Results Surplus/(Deficit)</b>		366	3,592	3,226	

BALANCE SHEET STATEMENT	2022/2023	2021/2022	2022/2023
	Actuals	Last Year Actuals	Budget
	Dec-22	Jun-22	Full Year
	\$(000's)	\$(000's)	\$(000's)
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents	525,377	17,204	539,813
Non-current assets classified as "held for sale"	479	11	6,143
Trade and Other Receivable	97,754	21,132	34,979
Other Financial Assets	0	288,510	0
Inventories	38	38	6
Other Assets	21,304	28,643	27,509
<b>TOTAL CURRENT ASSETS</b>	<b>644,950</b>	<b>355,538</b>	<b>608,450</b>
<b>NON CURRENT ASSETS</b>			
Other Financial Assets	0	181,977	0
Inventories	21	21	17
Property, infrastructure, plant and equipment (Inc. WIP)	3,179,596	3,075,718	3,353,275
Investment Property	8,450	8,450	7,170
Intangibles	2,377	2,377	2,050
Right Of Use Assets	601	813	865
<b>TOTAL NON CURRENT ASSETS</b>	<b>3,191,044</b>	<b>3,269,356</b>	<b>3,363,377</b>
<b>TOTAL ASSETS</b>	<b>3,835,994</b>	<b>3,624,894</b>	<b>3,971,827</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	16,673	48,607	85,965
Trust funds and deposits	44,338	24,192	16,565
Unearned Income	25,974	25,974	0
Provisions	12,994	12,784	13,881
Interest-Bearing Loans and Borrowings	2,502	2,502	2,607
Lease Liability	117	117	352
<b>TOTAL CURRENT LIABILITIES</b>	<b>102,600</b>	<b>114,177</b>	<b>119,370</b>
<b>NON CURRENT LIABILITIES</b>			
Trust funds and deposits	138	15,422	22,146
Provisions	1,614	1,451	1,633
Interest-Bearing Liabilities	4,532	5,770	3,163
Lease Liabilities	523	710	524
<b>TOTAL NON CURRENT LIABILITIES</b>	<b>6,807</b>	<b>23,353</b>	<b>27,466</b>
<b>TOTAL LIABILITIES</b>	<b>109,407</b>	<b>137,530</b>	<b>146,835</b>
<b>NET ASSETS</b>	<b>3,726,587</b>	<b>3,487,364</b>	<b>3,824,991</b>
<b>EQUITY</b>			
Accumulated Surplus	2,192,956	1,989,825	2,269,248
Reserves	1,533,632	1,497,539	1,555,743
<b>TOTAL EQUITY</b>	<b>3,726,587</b>	<b>3,487,364</b>	<b>3,824,991</b>

## Balance Sheet - Comments

### General:

The following comments relate to the balance sheet and the cash flow statement.

### Current Assets:

#### Cash & Investments

Council's cash position (including investments), as at 31 December 2022 was \$525.4m, which represents an increase of \$508.2m from the \$17.2m opening position as at 1 July 2022. Details of inflow and outflow of funds are detailed in the Cash Flow Statement.

	Cash \$'000's	Investments \$'000's	TOTAL \$'000's
Held at 1 <sup>st</sup> July 2022	\$17,204	\$470,487	\$487,691
Plus: Net Inflow/(Outflow) from Operating activities	\$113,524		
Less Net Inflow/(Outflow) from Investing activities	\$396,199	(\$470,487)	
Less Net Inflow/(Outflow) from Financing activities	(\$1,550)		
Net Increase/(decrease) held	\$508,173	(\$470,487)	\$37,686
<b>TOTAL Held as at 31 December 2022</b>	<b>\$525,377</b>	<b>0</b>	<b>\$525,377</b>

### Receivables:

Total receivables outstanding as at 30 December 2022 amounted to \$97.8m. The total outstanding receivables comprised:

Receivables	31 Dec 2022 (000's)	30 June 2022 (000's)
Rate Debtors	\$86,669	\$12,412
Infringements & Local Laws Debtors	\$6,401	\$5,945
Sundry & other debtors net of provision for doubtful debts	\$4,684	\$2,775
<b>Total Receivables</b>	<b>\$97,754</b>	<b>\$21,132</b>



### Non-Current Assets:

#### Infrastructure, Plant & Equipment

The value of Council's property, plant & equipment has increased by \$26.8m from 30 June balance of \$3.076b. This increase is net of the additions of new assets and net upwards asset revaluations offset by the depreciation charge for the period.

#### Intangible Asset

The intangible assets of \$2.4m represent non-exclusive licence granted to Melton City Council by Department of Education and the Caroline Springs College for the use of the College Creekside Campus and the Spring side Children's and Childcare facility built on DOE land and Kororoit Creek Learning Centre. The balance represents Council's contributions net of amortisations.

### Current & Non-Current Liabilities:

#### Payables

Creditors have decreased by \$31.9m from the June 2022 balance of \$48.6m to \$16.7m at balance date. The outstanding payables amount varies from month to month depending upon the status of the accounts payable cycle.

#### Provisions (Employee Benefits)

Employee benefits represent current and non-current components of annual and long service leave liabilities at balance date. Current component of the liability is estimated to be \$13.0m, with the non-current at \$1.6m.

#### Interest Bearing Liabilities:

Total loan liability as at 31 December 2022 is \$7.0m. Principal repayment for the year amounted to \$1.2m.

#### Working Capital and Liquidity:

The working capital ratio is used to assess Council's ability to meet current commitments and is derived by dividing current assets by current liabilities. The working capital ratio for the period is 1:6.3. The after removing the impact of rate debtors is 1:5.3.

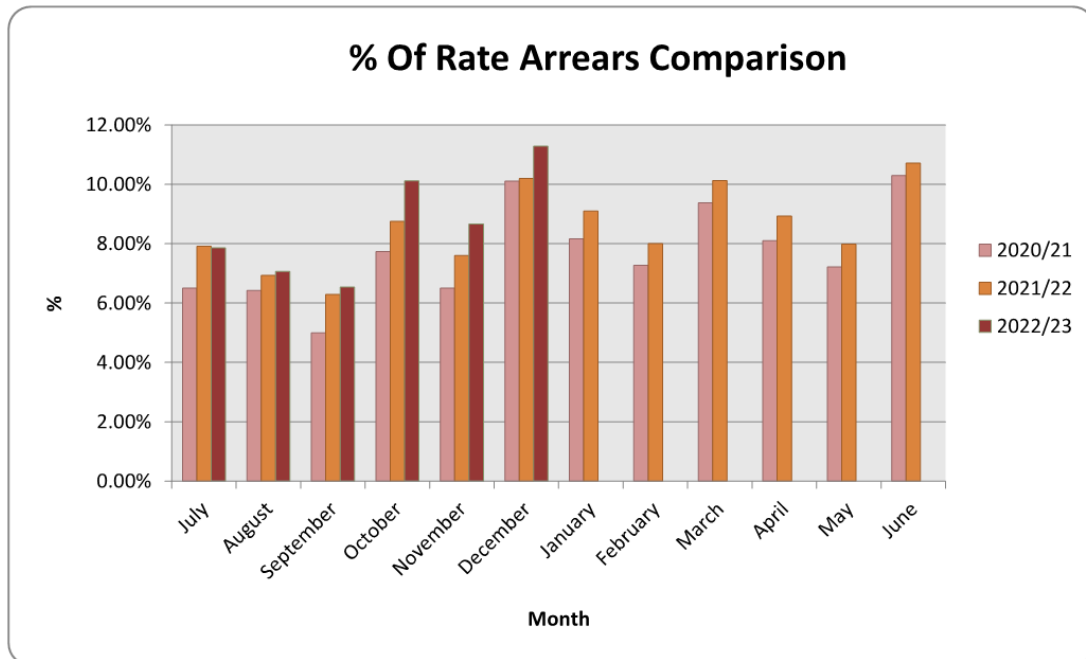
CASH FLOW STATEMENT	2022/2023	2021/2022	2022/2023
	Actuals	Last Year Actuals	Budget
	Dec-22	Jun-22	Full Year
	\$(000's)	\$(000'S)	\$(000's)
<b>Cash Flow from Operating Activities</b>			
<b>Finance Report</b>			
Rates and charges	84,510	147,398	162,867
Statutory fees and fines	5,076	11,279	11,658
User fees	5,561	9,594	13,680
Grants - operating	12,817	31,564	33,025
Grants - capital	4,510	8,433	18,097
Contributions - monetary	103,858	74,089	135,854
Interest received	2,046	2,563	2,381
Trust funds and deposits taken	4,861	12,321	2,685
Other receipts	8,220	(84)	5,128
Net GST refund / payment	(118)	12,465	(4,250)
<b>PAYMENTS</b>			
Employee Costs	(32,115)	(63,919)	(73,874)
Materials and Services	(86,158)	(84,908)	(104,771)
Other Payments	455	(10,248)	(131)
<b>NET CASH FROM OPERATING ACTIVITIES</b>	<b>113,524</b>	<b>150,547</b>	<b>202,349</b>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Payments for Acquisition of Non-Current Assets	(85,817)	(53,189)	(102,731)
Proceeds from Sale of Non-Current Assets	11,528	24,192	24,382
Payments for Investments	0	(176,293)	0
Proceeds from Sale of Investments	470,488	0	0
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>396,199</b>	<b>(205,290)</b>	<b>(78,349)</b>
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>			
Repayment of borrowings	(1,238)	(2,402)	(2,502)
Finance Costs	(125)	(407)	(295)
Interest Paid - Lease Liability	0	(32)	0
Repayment of Lease Liability	(187)	(672)	(464)
<b>NET CASH FROM FINANCING ACTIVITIES</b>	<b>(1,550)</b>	<b>(3,513)</b>	<b>(3,261)</b>
<b>NET INCREASE/(DECREASE) IN CASH HELD</b>	<b>508,173</b>	<b>(58,256)</b>	<b>120,740</b>
<b>CASH POSITION</b>			
Cash Balance at Beginning- as at 1st July	17,204	75,460	419,074
Cash Balance at End of Period	525,377	17,204	539,813

**Analysis of Overdue Instalment Rate Debtors - December 2022**

(Excluding Fire Service Levy)

<b>Overdue Rate Debtors</b>	<b>No of Properties</b>	<b>Debts Outstanding (\$)</b>
<i>Owings</i>		
<i>Less Than \$1000</i>	9,174	4,475,413
<i>\$1000 to \$1999</i>	2,074	2,788,867
<i>\$2000 to \$4999</i>	1,458	4,654,982
<i>\$5000 to \$10,000</i>	604	4,084,161
<i>Greater Than 10,000</i>	214	3,522,415
<b>Total</b>	<b>13,524</b>	<b>19,525,838</b>

There are 1296 properties in credit. Total credit is \$1,503,235



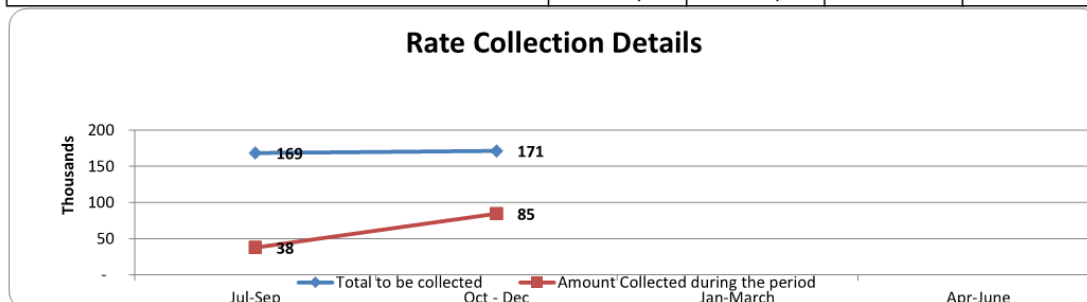
**Summary of Overdue Rate Debt Arrears & Recovery Actions - December 2022**

SUMMARY OF OVERDUE RATE DEBT ARREARS & RECOVERY AS AT 31 December 2022	NO OF PROPERTIES	RATE DEBTS OUTSTANDING \$000'S
Summons issued	18	\$187,375
Judgements issued	14	\$187,324
Summon for oral examinations issued	68	\$942,511
Legal arrangements	0	\$0
Other actions-Demand letter etc	146	\$629,740
<b>Total Debt Recovery Action In Progress</b>	<b>246</b>	<b>1,946,950</b>
<b>Arrangements in place-Non legal</b>	<b>1,101</b>	<b>\$1,633,780</b>
<b>Properties that Midstate are doing Courtesy Calls for</b>	<b>262</b>	<b>\$880,412</b>
<b>Properties with no recovery/arrangements in place</b>	<b>11,915</b>	<b>\$15,064,696</b>
<b>TOTAL</b>	<b>13,524</b>	<b>19,525,838</b>

No of Financial hardship applications received in December 2022 (Excluding COVID-19 applications)	3
No of online COVID-19 Financial hardship applications received in December 2022	35

**Rate Balances & Collection Details  
2022-2023**

Rate Collection Details	Jul-Sep (\$'000)	Oct - Dec (\$'000)	Jan-March (\$'000)	Apr-June (\$'000)
Outstanding debtor balance as at 1 July	12,412			
Rates raised in 2022-2023	156,522			
Interest raised to date	168	425		
Rebates, adjustment and unallocated Pmts	(4,299)	1,328		
Supplementary rates raised	3,747	876		
<b>Total to be collected</b>	<b>168,550</b>	<b>171,179</b>		
Amount Collected during the period	37,845	84,510		
<b>Balance to be collected</b>	<b>130,705</b>	<b>86,669</b>		

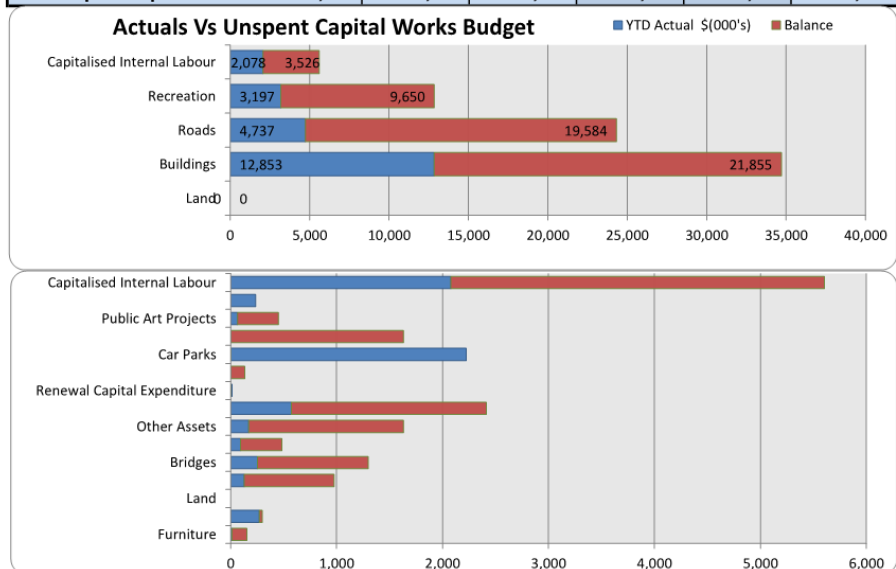


**CAPITAL EXPENDITURE BY CATEGORY**

2nd Quarter Ended 31st December 2022

2022/2023 FINANCIAL YEAR

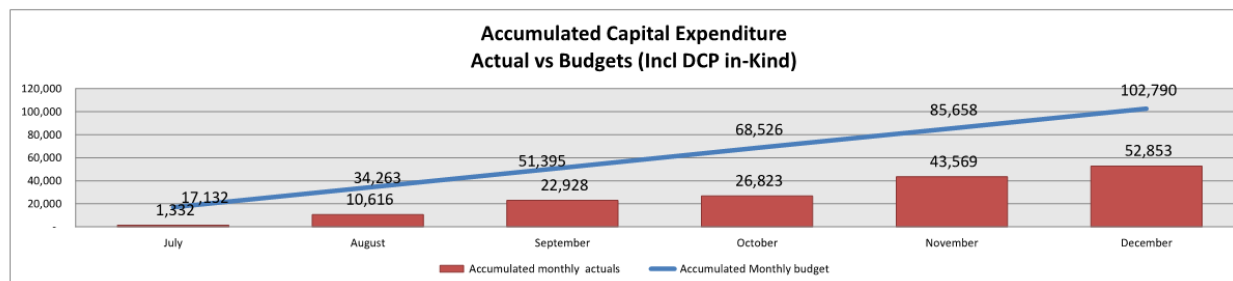
CAPITAL EXPENDITURE	YTD Actual	YTD Budget	YTD Variance	Full Year Approved Budget	2nd Qtr Forecast	2nd Qtr Forecast Variance to Budget
	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)
Furniture	12	78	66	155	150	5
IT Equipment	272	150	(122)	300	301	(1)
Land	0	0	0	0	0	0
Buildings	12,853	17,354	4,501	34,708	28,721	5,987
Roads	4,737	12,161	7,424	24,321	26,139	(1,818)
Drainage	129	489	360	977	962	15
Bridges	254	649	395	1,298	1,585	(287)
Recreation	3,197	6,424	3,227	12,847	22,201	(9,354)
Library Books	93	242	149	484	429	55
Other Assets	170	816	646	1,631	907	724
FootPaths & Cycleways	575	1,207	632	2,414	2,938	(524)
Renewal Capital Expenditure	12	0	(12)	0	12	(12)
Kerbs & Channel	0	67	67	133	0	133
Car Parks	2,223	1,095	(1,128)	2,190	3,109	(919)
Traffic Management	(111)	760	871	1,520	1,347	173
Public Art Projects	67	226	159	452	452	0
Capitalised External Labour	236	0	(236)	0	0	0
Capitalised Internal Labour	2,078	2,802	724	5,604	4,362	1,242
<b>Total Capex Excl Capital DCP in Kind</b>	<b>26,797</b>	<b>44,517</b>	<b>17,720</b>	<b>89,034</b>	<b>93,615</b>	<b>(4,581)</b>
<b>Capital DCP in Kind</b>	<b>26,057</b>	<b>58,273</b>	<b>32,216</b>	<b>116,545</b>	<b>62,026</b>	<b>54,519</b>
<b>Total Capital Expenditure</b>	<b>52,854</b>	<b>102,790</b>	<b>49,936</b>	<b>205,579</b>	<b>155,641</b>	<b>49,938</b>



**MONTHLY ANALYSIS OF CAPITAL EXPENDITURE  
2022/2023 FINANCIAL YEAR**

CAPITAL EXPENDITURE	Total	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)	\$(000's)
Furniture	12	11	-	-	-	-	1	-	-	-	-	-	-
IT Equipment	272	(1)	3	(97)	97	270	-	-	-	-	-	-	-
Land	-	207	-	(207)	-	-	-	-	-	-	-	-	-
Buildings	12,853	747	1,771	1,279	1,656	4,902	2,498	-	-	-	-	-	-
Roads	4,736	(82)	649	566	268	2,889	446	-	-	-	-	-	-
Drainage	130	4	13	20	69	1	23	-	-	-	-	-	-
Bridges	254	9	28	7	42	5	163	-	-	-	-	-	-
Recreation	3,197	388	1,582	340	504	178	205	-	-	-	-	-	-
Library Books	93	-	-	-	17	72	4	-	-	-	-	-	-
Other Assets	170	2	110	18	26	-	14	-	-	-	-	-	-
FootPaths & Cycleways	574	25	9	195	175	150	20	-	-	-	-	-	-
Renewal Capital Expenditure	12	-	-	-	12	-	-	-	-	-	-	-	-
Kerbs & Channel	-	-	-	-	-	-	-	-	-	-	-	-	-
Car Parks	2,223	-	696	323	425	51	728	-	-	-	-	-	-
Traffic Management	(111)	-	7	-	(200)	70	12	-	-	-	-	-	-
Public Art Projects	67	33	-	2	-	25	7	-	-	-	-	-	-
Capitalised External Labour	236	-	-	-	-	-	250	(14)	-	-	-	-	-
Capitalised Internal Labour	2,078	-	-	1,076	246	371	385	-	-	-	-	-	-
<b>Total Capital Expenditure Excl Capital DCP In Kind</b>	<b>26,797</b>	<b>1,332</b>	<b>4,868</b>	<b>3,522</b>	<b>3,349</b>	<b>9,234</b>	<b>4,491</b>	-	-	-	-	-	-
<b>Capital DCP in Kind</b>	<b>26,057</b>	-	<b>4,416</b>	<b>8,790</b>	<b>546</b>	<b>7,512</b>	<b>4,793</b>	-	-	-	-	-	-
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>52,854</b>	<b>1,332</b>	<b>9,284</b>	<b>12,312</b>	<b>3,895</b>	<b>16,746</b>	<b>9,284</b>	-	-	-	-	-	-

\* Public Art Expenditure on Projects are charged to the respective projects. Any additional expenditure will be transferred out of reserves at year end.



## 12.6 RECOMMENDATIONS OF THE HARNESS RACING VICTORIA/TABCORP PARK GRANTS ASSESSMENT PANEL MEETING

Author: Jarrod Byham - Grants Delivery and Attraction Lead

Presenter: Troy Scoble - Director City Life

### PURPOSE OF REPORT

To present the recommendations for consideration for the allocation of funds for the October 2022 HRV/Tabcorp Park community grants round.

### RECOMMENDATION:

That Council:

1. Endorse the minutes of the HRV/Tabcorp Park Grants Assessment Panel Meeting held on Tuesday 15 November 2022, as presented at **Appendix 1**.
2. Adopt the recommendations of the HRV/Tabcorp Park Grants Assessment Panel awarding \$40,695.05 of the allocated contribution from HRV/Tabcorp Park, as presented at **Appendix 1**.

### Motion

Crs Turner/Abboushi.

That Council:

1. Endorse the minutes of the HRV/Tabcorp Park Grants Assessment Panel Meeting held on Tuesday 15 November 2022, as presented at **Appendix 1**.
2. Adopt the recommendations of the HRV/Tabcorp Park Grants Assessment Panel awarding \$40,695.05 of the allocated contribution from HRV/Tabcorp Park, as presented at **Appendix 1**.

CARRIED

---

## REPORT

### 1. Executive Summary

Melton City Council acknowledges its role in supporting, assisting and partnering with community groups in providing services that benefit the wider community, enhance community wellbeing and contribute to Council's strategic objectives.

Council achieves this through the provision of a range of grant funding programs available to the City of Melton community, including through its partnership with HRV/Tabcorp Park.

In the panel's capacity as an Advisory Committee of Council, this report provides the HRV/Tabcorp Park Grants Assessment Panel's recommendations in relation to not-for-profit community groups and organisations who made an eligible application for a community project under the HRV/Tabcorp Park Grants round.

## 2. Background/Issues

Since 2005 Council has had a partnership with HRV/Tabcorp Park to deliver community grants to the City of Melton. While the formal partnership has ceased in 2014, since that time HRV/Tabcorp Park has continued to contribute funds towards an annual program and Council has previously agreed to continue to administer the grants process on their behalf.

Community grants strengthen relationships which unite the community through positive activities and create sustainable partnerships that encourage learning and self-sufficiency.

The October 2022 HRV/Tabcorp Park Grants provide opportunities for groups to submit competitive applications to access one of two grants streams:

1. Community Project - financial support for community projects that increase community participation and access to information, services and facilitate a strengthening in social wellbeing across the city.
2. Entry-Level – designed for groups that have little experience applying for grants or little experience implementing grant-funded projects.

Applications for the October 2022 HRV/Tabcorp Park Grants opened on 1 October 2022 and closed 31 October 2022. A total of nine applications were eligible for assessment by the assessment panel.

The Assessment Panel is governed by a Terms of Reference, endorsed at the 15 March 2021 Ordinary Council Meeting.

The Assessment Panel met on Tuesday 15 November 2022 online. The panel assessed the applications against the assessment criteria prior to the panel meeting, ensuring a transparent assessment process of all applications. During the panel meeting, the panel agreed to recommend the allocation of funding to applicants based on overall assessment scores. **Appendix 1** provides minutes of the meeting, inclusive of a summary of recommendations to allocate funding.

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

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

6. A high performing organisation that demonstrates civic leadership and organisational excellence
  - 6.3 An organisation that demonstrates excellence in civic leadership and governance.

## 4. Financial Considerations

Funding for this HRV/Tabcorp Park Grants round is as per the table below in the 2022/2023 Council budget:

Available Budget 2022/23	Recommended funding	Residual Budget
\$40,251.10	\$40,695.05 <sup>^</sup>	\$0

<sup>^</sup> The panel proposes that \$443.95 additional spend be funded through available funds in Council's Community Grants Program budget for 2022/23.

## 5. Consultation/Public Submissions

All funding available through Council's Community Grants Program is promoted across our community through a range of available media and other opportunities.



Following Council approval, successful grant recipients in this round will be published on Council's website. Unsuccessful grant applications will be provided with feedback as to why the application was unsuccessful.

Recognition of successful applicants will occur at a formal event in 2023. The event will enable HRV/Tabcorp Park and Council to acknowledge and show appreciation to our community on the participation and leadership they displayed through the funded initiatives. It will also provide a networking opportunity and enable information sharing that may further benefit the community.

## 6. Risk Analysis

Community grant opportunities provided and administered by Council are promoted and provided in accordance with Council objectives, guidelines and procedures.

The ongoing review of systems and processes will ensure a continuous improvement process for the grants program.

Council officers have been implementing administrative changes to grants processes consistent with audit recommendations and continuous improvement measures.

## 7. Options

The HRV/Tabcorp Park Grants Assessment Panel is an Advisory Committee of Council, and Council therefore has the discretion to approve or not approve the panel's funding recommendations.

## LIST OF APPENDICES

1. Appendix 1 - HRV Tabcorp Park - Minutes Grants Panel Assessment Meeting - Oct 2022 Round Final - **CONFIDENTIAL**

Confidential pursuant to Section 66(2)(a) and section 3(1)(f) of the *Local Government Act 2020*.

## 12.7 RECOMMENDATIONS OF THE CLUB CAROLINE SPRINGS GRANT ASSESSMENT PANEL MEETING

Author: Jarrod Byham - Grants Delivery and Attraction Lead  
Presenter: Troy Scoble - Director City Life

### PURPOSE OF REPORT

To present the recommendations for consideration for the allocation of funds for the October 2022 The Club Caroline Springs community grants round.

### RECOMMENDATION:

That Council:

1. Endorse the minutes of The Club Caroline Springs Grants Assessment Panel Meeting held on 22 November 2022, as presented in **Appendix 1**.
2. Adopt the recommendations of The Club Caroline Springs Grants Assessment Panel awarding a total of \$34,823.00 of the allocated contribution from The Club Caroline Springs, as presented in **Appendix 1**.

### Motion

Crs Majdlik/Abboushi.

That Council:

1. Endorse the minutes of The Club Caroline Springs Grants Assessment Panel Meeting held on 22 November 2022, as presented in **Appendix 1**.
2. Adopt the recommendations of The Club Caroline Springs Grants Assessment Panel awarding a total of \$34,823.00 of the allocated contribution from The Club Caroline Springs, as presented in **Appendix 1**.

CARRIED

---

## REPORT

### 1. Executive Summary

Melton City Council acknowledges its role in supporting, assisting and partnering with community groups in providing services that benefit the wider community, enhance community wellbeing and contribute to Council's strategic objectives.

Council achieves this through the provision of a range of grant funding programs available to the City of Melton community, including through its partnership with The Club Caroline Springs.

In the panel's capacity as an Advisory Committee of Council, this report provides The Club Caroline Springs Grants Assessment Panel's recommendations in relation to not-for-profit community groups and organisations who made an eligible application for a community project under The Club Caroline Springs Grants round.

## 2. Background/Issues

Since 2003 Council has had a partnership with The Club Caroline Springs to facilitate the delivery of community grants to the City of Melton. While the formal partnership has ceased in 2012, since that time Club Caroline Springs has continued to contribute funds towards an annual program and Council has continued to administer the grants process on their behalf.

Community grants strengthen relationships which unite the community through positive activities and create sustainable partnerships that encourage learning and self-sufficiency.

The October 2022 The Club Caroline Springs Grants provide opportunities for groups to submit competitive applications to one of two grants streams:

1. Community Project – this stream provides financial support for community projects that increase community participation and access to information, services and facilitate a strengthening in social wellbeing across the city.
2. Entry-Level – this stream is designed for groups that have little experience applying for grants or little experience implementing grant-funded projects.

Applications for the October 2022 The Club Caroline Springs Grants opened on 1 October 2022 and closed 31 October 2022. A total of six applications were eligible for assessment by the assessment panel.

The Assessment Panel is governed by a Terms of Reference, endorsed at the 15 March 2021 Ordinary Council Meeting.

The Assessment Panel met on Tuesday 22 November 2022 online. The panel assessed the applications against the assessment criteria prior to the panel meeting, ensuring a transparent assessment process of all applications. During the panel meeting, the panel agreed to recommend the allocation of funding to applicants based on overall assessment scores. **Appendix 1** provides minutes of the meeting, inclusive of a summary of recommendations to allocate funding.

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

The Melton City Council 2021-2025 Council and Wellbeing Plan references:

6. A high performing organisation that demonstrates civic leadership and organisational excellence

6.3 An organisation that demonstrates excellence in civic leadership and governance.

## 4. Financial Considerations

Funding for this The Club Caroline Springs Grant round is as per the table below in the 2022/2023 Council budget:

Available Budget 2022/23	Recommended funding	Residual Budget
\$35,865.90	\$34,823.00	\$0 <sup>^</sup>

<sup>^</sup> The Club Caroline Springs has requested that the residual budget of \$1,042.90 be allocated to other Community Grants Program streams facilitate by Council in the 2022/23 financial year.

## 5. Consultation/Public Submissions

All funding available through Council's Community Grants Program is promoted across our community through a range of available media and other opportunities.

Following Council approval, successful grant recipients in this round will be published on Council's website. Unsuccessful grant applications will be provided with feedback as to why the application was unsuccessful.

Recognition of successful applicants will occur at a formal event in 2023. The event will enable The Club Caroline Springs and Council to acknowledge and show appreciation to our community on the participation and leadership they displayed through the funded initiatives. It will also provide a networking opportunity and enable information sharing that may further benefit the community.

## 6. Risk Analysis

Community grant opportunities provided and administered by Council are promoted and provided in accordance with Council objectives, guidelines and procedures.

The ongoing review of systems and processes will ensure a continuous improvement process for the grants program.

Council officers have been implementing administrative changes to the grants processes consistent with audit recommendations and continuous improvement measures.

## 7. Options

The Club Caroline Springs Grants Assessment Panel is an Advisory Committee of Council, and Council therefore has the discretion to approve or not approve the panel's funding recommendations.

## LIST OF APPENDICES

1. Appendix 1 - The Club CS - Minutes - Oct 2022 Final - **CONFIDENTIAL**

Confidential pursuant to Section 66(2)(a) and section 3(1)(f) of the *Local Government Act 2020*.

### 13. REPORTS FROM DELEGATES APPOINTED TO OTHER BODIES AND COUNCILLOR REPRESENTATIONS AND ACKNOWLEDGEMENTS

Verbal reports were received from Crs Shannon, Farrugia, Vandenberg, Kesic, Turner, Abboushi, Ramsey, Majdlik, and Carli.

#### **Motion of Condolence**

Crs Abboushi/Majdlik.

To express my deepest sadness at the large-scale loss of life and extent of injuries inflicted by an earthquake that has affected the nations of Türkiye and Syria.

At least 50,000 people have reportedly died in these two countries, which were struck by earthquakes.

I am deeply saddened by the unthinkable loss of life in Türkiye and Syria, and by the vast damage to social and economic infrastructure with which the two governments and populations are now confronted with.

My heart goes out to families who have lost loved ones or are searching for relatives, and we wish injured survivors a full recovery.

CARRIED

**14. NOTICES OF MOTION****14.1 NOTICE OF MOTION 852 (CR ABBOUSHI)****Councillor: Steven Abboushi****NOTICE:**

That Council:

1. Notes the discontinuation of soft plastic recycling through REDcycle at participating supermarkets, reducing the options for residents to recycle soft plastics;
2. Writes to Minister Lily D'Ambrosio, Sustainability Victoria and Recycling Victoria to seek an update on actions that the Victorian Government is taking to address options for residents to recycle soft plastics, particularly in light of the Victorian Government's implementation of the Container Deposit Scheme and the Single Use Plastics ban, and the response is provided to all councillors.

**Motion**

Crs Abboushi/Majdlik.

That Council:

1. Notes the discontinuation of soft plastic recycling through REDcycle at participating supermarkets, reducing the options for residents to recycle soft plastics;
2. Writes to Minister Lily D'Ambrosio, Sustainability Victoria and Recycling Victoria to seek an update on actions that the Victorian Government is taking to address options for residents to recycle soft plastics, particularly in light of the Victorian Government's implementation of the Container Deposit Scheme and the Single Use Plastics ban, and the response is provided to all councillors.

CARRIED

**14.2 NOTICE OF MOTION 853 (CR ABBOUSHI)****Councillor: Steven Abboushi****NOTICE:**

That Council officers write to the Minister for Public Transport The Hon. Ben Carroll and the member for Kororoit Luba Grigorovitch MP requesting the urgent upgrade and extension to Rockbank Train Station carpark in order to meet the significant demand for parking in one of Victoria's fastest growing cities.

**Motion**

Crs Abboushi/Kesic.

That Council officers write to the Minister for Public Transport The Hon. Ben Carroll and the member for Kororoit Luba Grigorovitch MP requesting the urgent upgrade and extension to Rockbank Train Station carpark in order to meet the significant demand for parking in one of Victoria's fastest growing cities.

CARRIED

**14.3 NOTICE OF MOTION 854 (CR MAJDLIK)****Councillor: Kathy Majdlik****NOTICE:**

That Council Officers provide a report to Councillors outlining the current policies and procedures enabling authorisation for Property Managers/Managing Agents to act on the behalf of the Landlord relating to Council services like ordering/replacing service bins (i.e; waste, recycling or FOGO) as well as general enquiries into the landlords rates notices/accounts.

This report should also compare Council's current practices to those of neighboring council's regarding this matter.

**Motion**

Crs Majdlik/Farrugia.

That Council Officers provide a report to Councillors outlining the current policies and procedures enabling authorisation for Property Managers/Managing Agents to act on the behalf of the Landlord relating to Council services like ordering/replacing service bins (i.e; waste, recycling or FOGO) as well as general enquiries into the landlords rates notices/accounts.

This report should also compare Council's current practices to those of neighboring council's regarding this matter.

CARRIED

Cr Majdlik called for a division thereby setting aside the vote.

**For:**

Crs Abboushi, Carli, Farrugia, Kesic, Majdlik, Ramsey, Shannon, Turner and Vandenberg

**Against:**

Nil

The Mayor declared the Motion CARRIED UNANIMOUSLY



**14.4 NOTICE OF MOTION 855 (CR MAJDLIK)****Councillor: Kathy Majdlik****NOTICE:**

That Council officers provide a report for Councillors to consider;

1. What options are available in providing a Portable 'Accessible Toilet/Bathroom' at all major Council functions/events where portable toilets are hired, including associated costs.
2. What (if any) policies or procedures require amending to ensure that this becomes a standard practice/requirement for all future Council events.
3. Allow for a provision for this cost to be discussed at the upcoming Council Budget deliberation.
4. Include a trial 'Accessible Toilet/Bathroom' at the next major Council run event (Harmony Day).

**Motion**

Crs Majdlik/Kesic.

That Council officers provide a report for Councillors to consider;

1. What options and styles are available in providing a Portable 'Accessible Toilet/Bathroom' at all major Council functions/events where portable toilets are hired, including associated costs.
2. What (if any) policies or procedures require amending to ensure that this becomes a standard practice/requirement for all future Council events.
3. Allow for a provision for this cost to be discussed at the upcoming Council Budget deliberation.
4. Include a trial 'Accessible Toilet/Bathroom' at the next major Council run event (Harmony Day).

CARRIED

Cr Majdlik called for a division thereby setting aside the vote.

**For:**

Crs Abboushi, Carli, Farrugia, Kesic, Majdlik, Ramsey, Shannon, Turner and Vandenberg

**Against:**

Nil

The Mayor declared the Motion CARRIED UNANIMOUSLY

**14.5 NOTICE OF MOTION 856 (CR ABOUSHI)****Councillor: Steven Abboushi****NOTICE:**

That Council officers write to the Minister for Roads and Road Safety, The Hon Melissa Horne MP, The member for Sydenham, The Hon Natalie Hutchins MP and the member for Kororoit Luba Grigorovitch MP requesting urgent formal declaration of Westwood Drive and the Palmers Road corridor as a State arterial road and a commitment to immediately upgrade the corridor as a matter of priority.

**Motion**

Crs Abboushi/Farrugia.

That Council officers write to the Minister for Roads and Road Safety, The Hon Melissa Horne MP, The member for Sydenham, The Hon Natalie Hutchins MP and the member for Kororoit Luba Grigorovitch MP requesting urgent formal declaration of Westwood Drive and the Palmers Road corridor as a State arterial road and a commitment to immediately upgrade the corridor as a matter of priority.

CARRIED

**14.6 NOTICE OF MOTION 857 (CR SHANNON)**

Cr Farrugia departed the meeting at 8.12pm.

Cr Farrugia returned to the meeting at 8.14pm.

**Councillor: Julie Shannon**

**NOTICE:**

That Council, in line with Cancer Council Victoria's report on e-cigarettes (vapes):

1. Write to the relevant Federal Ministers/Representatives, including, The Hon. Mark Butler MP Minister for Health and Aged Care, The Hon. Catherine King MP Minister for Infrastructure, Transport, Regional Development and Local Government, and The Hon. Clare O'Neil MP Minister for Home Affairs and Minister for Cyber Security, requesting the Federal Government prevent these products, and/or have strong regulations around them, being imported into Australia.
2. Write to the relevant State Ministers/Representatives, including The Hon. Mary-Anne Thomas MP Minister for Health, The Hon. Anthony Carbines MP Minister for Police and Minister for Crime Prevention, requesting the State Government review and consider stronger laws around the selling of these products.
3. Review its General Local Law and any Council policies in line with up to date information on the harm of these products.
4. Promote the key themes of the report through Council networks and to the community.

**Motion**

Crs Shannon/Kesic.

That Council, in line with Cancer Council Victoria's report on e-cigarettes (vapes):

1. Write to the relevant Federal Ministers/Representatives, including, The Hon. Mark Butler MP Minister for Health and Aged Care, The Hon. Catherine King MP Minister for Infrastructure, Transport, Regional Development and Local Government, and The Hon. Clare O'Neil MP Minister for Home Affairs and Minister for Cyber Security, requesting the Federal Government prevent these products, and/or have strong regulations around them, being imported into Australia.
2. Write to the relevant State Ministers/Representatives, including The Hon. Mary-Anne Thomas MP Minister for Health, The Hon. Anthony Carbines MP Minister for Police and Minister for Crime Prevention, requesting the State Government review and consider stronger laws around the selling of these products.
3. Review its General Local Law and any Council policies in line with up to date information on the harm of these products.
4. Promote the key themes of the report through Council networks and to the community.

**CARRIED**

Cr Shannon called for a division thereby setting aside the vote.

**For:**

Crs Abboushi, Carli, Farrugia, Kesic, Majdlik, Ramsey, Shannon, Turner and Vandenberg

**Against:**

Nil

The Mayor declared the Motion **CARRIED UNANIMOUSLY**

**14.7 NOTICE OF MOTION 858 (CR ABBOUSHI)****Councillor: Steven Abboushi****NOTICE:**

That the cost of preparing a masterplan and supporting consultation process for the Thornhill Park Active Recreation Reserve be referred to the 2023/24 council budget for consideration.

**Motion**

Crs Abboushi/Kesic.

That the cost of preparing a masterplan and supporting consultation process for the Thornhill Park Active Recreation Reserve be referred to the 2023/24 council budget for consideration.

CARRIED

**15. COUNCILLOR'S QUESTIONS WITHOUT NOTICE****15.1 COUNCILLORS' QUESTIONS WITHOUT NOTICE**

Cr Shannon

Requesting for an update on the Black Knight Way Reserve upgrade please?

**15.2 COUNCILLORS' QUESTIONS WITHOUT NOTICE**

Cr Ramsey

With the increased congestion getting worse by the day, and the prospect of the hospital commencing its build soon, could Councillors please have an update on Ferris Road Interchange, the whole stretch, but especially traffic lights on the northern side of Ferris Road near Bunnings?

**15.3 COUNCILLORS' QUESTIONS WITHOUT NOTICE**

Cr Majdlik

Could I have an update on my Notice of Motion a little while ago to advocate to VicRoads to change the 60km zone on Caroline Springs Blvd between The Crossing and Lake Street in Caroline Springs to 40km?

**15.4 COUNCILLORS' QUESTIONS WITHOUT NOTICE**

Cr Majdlik

Also, just an update on my Notice of Motion a while ago regarding the Disability Carer's Hub and the current outcome?

**15.5 COUNCILLORS' QUESTIONS WITHOUT NOTICE**

Cr Farrugia

Requesting an update on the Calder Park Drive duplication?

**15.6 COUNCILLORS' QUESTIONS WITHOUT NOTICE**

Cr Farrugia

Just regarding the Taylors Road duplication and the removal of the Gourlay Road / Taylors Road roundabout?

**15.7 COUNCILLORS' QUESTIONS WITHOUT NOTICE**

Cr Vandenberg

Recent media reports allege that a former councillor mis-used council resources in contravening to the local government act 2020 and the Electoral Act 2002. What steps is council taking to report this alleged illegal activity and what will council do to ensure this does not happen again? Do we know who was involved and to what extent?

**16. URGENT BUSINESS**

Nil.

## 17. CONFIDENTIAL BUSINESS

### Recommended Procedural Motion

That pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020* the meeting be closed to the public to consider the following reports that are considered to contain **confidential information** on the grounds provided in section 3(1) of the *Local Government Act 2020* as indicated:

**17.1 Audit and Risk Committee Minutes - 15 December 2022**

This report is confidential in accordance with s89(2)(e) as it relates to legal privileged information, being information to which legal professional privilege or client legal privilege applies.

**17.2 Response to Notice of Motion 847 - Performance of the Parks Asset Maintenance Contract (No.22/019)**

This report is confidential in accordance with s89(2)(a) as it relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

**17.3 Contract 23-006 Annual Unsealed Road Re-Sheeting Program 2022/2023**

This report is confidential in accordance with s89(2)(g) as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that—

(i) relates to trade secrets; or

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

**17.4 Planning Application PA 2020/7009/1 - Use and development of the land for a motel (residential hotel) with landscaping, a reduction in the car parking requirements, boundary realignment and a two lot subdivision of the land At 2 Gourlay Road and 12 Rupicola Court, Hillside.**

This report is confidential in accordance with s89(2)(e) as it relates to legal privileged information, being information to which legal professional privilege or client legal privilege applies.

### Motion

Crs Majdlik/Ramsey.

That pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020* the meeting be closed to the public to consider the following reports that are considered to contain **confidential information** on the grounds provided in section 3(1) of the *Local Government Act 2020* as indicated:

**17.1 Audit and Risk Committee Minutes - 15 December 2022**

This report is confidential in accordance with s89(2)(e) as it relates to legal privileged information, being information to which legal professional privilege or client legal privilege applies.

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**17.3 Contract 23-006 Annual Unsealed Road Re-Sheeting Program 2022/2023**

This report is confidential in accordance with s89(2)(g) as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that—

(i) relates to trade secrets; or

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

**17.4 Planning Application PA 2020/7009/1 - Use and development of the land for a motel (residential hotel) with landscaping, a reduction in the car parking requirements, boundary realignment and a two lot subdivision of the land At 2 Gourlay Road and 12 Rupicola Court, Hillside.**

This report is confidential in accordance with s89(2)(e) as it relates to legal privileged information, being.

CARRIED

**Recommended Procedural Motion**

That the meeting be opened to the public.

**Procedural Motion**

Crs Majdlik/Ramsey.

That the meeting be opened to the public.

CARRIED

**18. CLOSE OF BUSINESS**

The meeting closed at 8.36pm.

Confirmed

Dated this

.....CHAIRPERSON