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| ColourLogoRGB.jpg  **MELTON CITY COUNCIL**  **Notice is hereby given that the Special Meeting of the Melton City Council will be held in the Council Chamber, Civic Centre, 232 High Street, Melton on 9 July 2013 at 6.30pm.** |
| **Kelvin Tori**  **CHIEF EXECUTIVE** |

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| **Visitors to the Gallery please note:**  Proceedings at Council meetings are controlled by the Mayor, as chairperson. The Mayor is empowered to enforce the provision of Council’s Local Law, which includes the following aspects;   * Silence should be maintained in the gallery at all times, unless the Mayor allows otherwise. A visitor to the gallery must not interject or interfere with debate that occurs in the Chamber. * If a member of the gallery breaches the Local Law requirement for silence, they will be called to order by the Mayor. If a call to order is not complied with, the Mayor may direct a person to be removed from the Chamber. A person who fails to leave the Chamber when so directed by the Mayor is guilty of an offence, **and is liable to a penalty of $500**. * If the Gallery becomes too disruptive, the Mayor has the authority to adjourn the meeting to a later time, to allow order to be restored. |

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**1. Apologies and Leave of Absence**

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

**2. Declaration of Any Pecuniary Interest, Other Interest or Conflict of Interest of Any Councillor**

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

**3. Presentation of Staff Reports**

**3.1** **Regional Development Australia Fund (RDAF) and Liveable Cities Program**

**Presenter: Luke Shannon- General Manager Planning and Development**

**Purpose of Report**

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| To advise Council of the recent Federal Government announcement regarding the Regional Development Australia Fund (RDAF) and Liveable Cities Program, providing a recommendation to Council as to the projects to be submitted for funding under the programs. |

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| **Recommendation:**  That Council nominate the following projects for funding from the Council allocation of $939,118 from the Federal Government;  1. $200,000 towards the Combined Churches Caring/food bank, Melton.  2. $739,118 towards the Caroline Springs Regional Tennis facility at Caroline Springs Town Centre. |

**Report**

**1. Executive Summary**

The Federal Government has recently announced $150 million of funding nationally under the Regional Development Australia Fund (RDAF) and Liveable Cities Program. Council’s allocation under this program is $939,118. Applications for the funding close on the 22 July 2013, with projects to commence within twelve months of signing the Funding Agreement, and to be completed by the 31 December 2016.

It is recommended that Council allocate the money towards two projects; $200,000 towards the Combined Churches Caring/food bank in Melton, with the balance of the funding being $739,118 to go towards the Caroline Springs Regional Tennis facility at the Caroline Springs Town Centre.

**2. Background/Issues**

On the 19 June 2013 the Federal Government announced $150 million funding across Australia, under the umbrella of the Regional Development Australia Fund (RDAF) and Liveable Cities Program.

This is an allocative funding round, available to eligible Local Governments for capital and infrastructure projects. Funding is allocated amongst States and Territories on the Grants Commission formula. A base grant of $30,000 applies to all eligible Local Governments, with the remaining funding in each State or Territory to be distributed in the same proportion as the General Purpose funding component of the Local Government Financial Assistance Grant.

A sum of $939,118 has been made available to the City of Melton. Applications for funding close on the 22 July 2013.

Projects must commence within twelve months of signing the funding agreement and be completed no later than the 31 December 2016.

Council has a range of options available to it, in terms of where it determines to best allocate the funding. The primary source of consideration for Council’s allocation of the funds should be the 5 year Capital Works Plan.

It is recommended that the funding be split over two projects as follows:

1. $200,000 towards the Combined Churches Caring/food bank service in Melton. This service is currently located on a Council owned property on McKenzie Street, which is to be redeveloped as part of the expansion of the Aged Care facility at that site. Council has allocated in the current financial year $80,000 to the Combined Churches Caring project, however a further allocation of $200,000 will assist in allowing the facility to be relocated to an appropriate location, and constructed to a high standard.

2. The balance of the funding, of $739,118 be allocated towards the Caroline Springs Regional Tennis facility in the Caroline Springs Town Centre.

Council has a current budget allocation of $200,000 towards the design of this project. This money has been carried forward from the previous financial year. The overall anticipated cost of the project, which will ultimately include twelve tennis courts, eight of which will have lighting, and a small pavilion is $4M. Council’s 5 year Capital Works Program contemplates the finalisation of this project in the 2015/16 financial year. This project is a significant project for the community and will allow for the substantive completion of the sports precinct at the Town Centre.

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

The Melton City Council 2013-2017 Council Plan refers to the need to:

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

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

**4. Financial Considerations**

The recent announcement of the Federal Government funding is a significant benefit to the municipality and will contribute towards important projects in the City of Melton.

**5. Consultation/Public Submissions**

There has been no specific consultation in relation to the allocation of the funding. However, Council has received previous budget submissions in relation to the Combined Churches Caring Food Bank facility and also in relation to the development of the Caroline Springs Regional Tennis facility.

**6. Risk Analysis**

Not applicable.

**7. Options**

Council can determine to allocate the funding as recommended, or alternatively Council can seek to allocate the money to other identified project/s.

**List of Appendices**

Nil

**3.2** **Melton Railway Station Advisory Committee**

**Presenter: Luke Shannon- General Manager Planning and Development**

**Purpose of Report**

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| To provide an update to Council in relation to the outcomes achieved by the Melton Railway Station Advisory Committee, seek a Council nominee as Chair and provide a recommendation as to the future of the Committee. |

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| **Recommendation:**  That:  1. A Councillor be nominated to Chair the Committee.  2. The Committee continue to operate for the balance of the 2013 calendar year, to provide advice and recommendations to Council on the beautification of the Train Station Precinct, as it relates to Council owned land, and that the Committee be disbanded at the end of 2013. |

**Report**

**1. Executive Summary**

Council has in place a Melton Railway Station Advisory Committee, to provide advice to Council regarding its advocacy for improvements to the Melton Railway Station. Since the establishment of the Committee, positive outcomes have been achieved at the Station. It is appropriate for the Committee to remain in place for the balance of this year, to provide further advice to Council regarding other beautification works that may occur on Council owned land abutting the Station, in particular on the road reserves. It is appropriate for Council to nominate a Councillor Chair to the Committee for the balance of the life of the Committee.

**2. Background/Issues**

In 2011 Council established a Committee to provide Council advice in terms of future improvements at the Melton Railway Station. Attached as **Appendix 1** is a copy of the Terms of Reference of the Committee.

The Committees establishment was largely as a result of Community concern regarding the state of the Station, particularly in relation to; safety, lack of car parking, lighting and maintenance of the facility, including the removal of graffiti.

Council has received strong community input through the Committee and has also received appropriate support from the relevant Government agencies.

Since the establishment of the Committee a number of positive outcomes have been achieved at the Melton Railway Station, including:

1. A commitment to provide additional car parking at the Station, consisting of x spaces on the south side of the Station itself.

2. Provision of two PSO officers.

3. Improved lighting has been installed.

4. A graffiti removal program has been put in place.

5. Landscape beautification works have taken place.

Notwithstanding the positive outcomes achieved, it is appropriate that the Committee be kept in place at least for the short term, to provide advice to Council on further beautification works that can occur in the Station precinct on Council owned land, primarily the abutting road reserve.

It would be appropriate to have the Committee in place until the conclusion of 2013, so that its advice and recommendations can be presented to Council, beyond that it is considered that the Committee has served a useful purpose, however it would not continue to function beyond the end of 2013.

In the meantime it is appropriate for Council to nominate a Chair person to assist in facilitating the meetings to occur over the balance of this year.

Council will be aware of its commitment to develop an Active Transport Strategy for the City. On completion of that strategy, which is likely to be some 18 months away, there will no doubt be various advocacy requirements that arise from the plan, in terms of active transport across the whole City. At that time it will be likely appropriate to establish a Committee to drive the advocacy on a holistic basis across the City.

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

The Melton City Council 2013-2017 Council Plan refers to the need to:

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

*1.5 Support a transport system that connects and moves our community*

**4. Financial Considerations**

There are no financial considerations in terms of the functioning of the Committee.

**5. Consultation/Public Submissions**

The Committee provides an important conduit from the public, in terms of seeking feedback on the functioning and presentation of the Station.

**6. Risk Analysis**

Not applicable.

**7. Options**

Council can determine to continue the operation of the Committee indefinitely; however it is recommended that the Committee operate until the end of 2013 so as to provide Council advice on further landscape improvements abutting the Station.

**List of Appendices**

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| 1. | Terms of Reference |

**Melton Railway Station Advisory Committee**

**Terms of Reference – March 2012**

**1. Mission Statement**

Melton Railway Station is a major component of the public transport infrastructure serving residents of Melton Township and surrounds.

Council through the Melton Railway Station Advisory Committee undertakes to;

 Advocate on behalf of rail users for improvements to rail service and infrastructure

 Liaise with State Government and VLine to address community concerns

 Promote the use of public transport through improved services, infrastructure and perception of safety.

 Consider issues raised by the community.

**2. Statement of Purpose**

2.1 To provide a forum for community concerns to be raised and addressed.

2.2 To improve liaison and consultation between users and State Government and service providers.

2.3 To respond to relevant documents/policies, reports and plans that impact on Melton Railway Station.

2.4 To advocate on behalf of the community and rail users.

**3. Membership**

3.1 Membership will, where possible, be balanced in regard to age and gender. The total number of members will be nine (9).

Membership will be:

 One Councillor, who will chair the Committee, with an alternative Councillor to attend in the absence of the nominated Councillor.

 One Council Officer, who will provide administrative support to the Committee

 2 Representatives of local business interests

 3 Representatives of local community, who are regular users of Melton Railway Station

 1 Nominee of the Department of Transport

 1 Nominee of Vline

**4. Terms and Method of Nomination**

4.1 Councillor and council Officer appointments will be made annually by Council.

4.2 Community and business representative will be appointed for a 2 year term, and nominations will be invited by public notice in the local press, with appointments made by Council resolution “In-Camera.”

4.3 Nominees of Department of Transport and VLine will be for a 2 year term.

4.4 In the event of community and business representative positions becoming vacant, Council can endorse the replacement of vacant positions as recommended by the committee.

**5. Meetings**

5.1 A quorum will consist of 5 or more Committee Members.

5.2 Meetings shall be held at an agreed time to suit Committee members

5.3 Meetings shall be structured with the use of an agenda.

5.4 Meetings shall be minuted.

5.5 Meetings are to be conducted in a manner that is consistent with Council’s Meeting Procedure Local Law.

5.6 Meetings of the Committee will be open to the public, unless closed by resolution of the Committee in accordance with the Local Government Act.

**6. Code of Conduct**

Committee members will conduct themselves generally in accordance with the provisions of Council’s Code of Conduct.

**7. Conflict of Interest**

Committee members will comply with the provisions of the Local Government Act in respect of Conflict of Interest.

**8. Confidentiality**

All members of the Committee must undertake and agree to confidentiality of information.

**4. Close of Business**