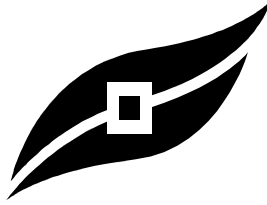


# MINUTES



**MANNINGHAM**  
BALANCE OF CITY AND COUNTRY

## Ordinary Meeting of the Council

**MEETING DETAILS:**

MEETING NO: 10  
MEETING DATE: 29 September 2015  
TIME: 7:00 PM  
LOCATION: Council Chamber  
699 Doncaster Road, Doncaster

# MINUTES

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**MANNINGHAM CITY COUNCIL**  
**MINUTES OF THE ORDINARY COUNCIL MEETING**  
**HELD AT COUNCIL CHAMBER**  
**ON**  
**29 SEPTEMBER 2015**

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The meeting commenced at 7:00 PM.

Present: Councillor Paul McLeish (Mayor)  
Councillor Michelle Kleinert (Deputy Mayor)  
Councillor Meg Downie  
Councillor Sophy Galbally  
Councillor Geoff Gough  
Councillor Jim Grivokostopoulos  
Councillor Dot Haynes  
Councillor Stephen O'Brien

Officers Present: Chief Executive Officer, Mr Joe Carbone  
Acting Director Assets & Engineering, Mr Roger Woodlock  
Director Community Programs, Mr Chris Potter  
Acting Director Planning & Environment, Mr Errol Wilkins  
Director Shared Services, Mr Philip Lee  
Manager Strategic Governance – Ms Melissa Harris

**1. OPENING PRAYER & STATEMENT OF ACKNOWLEDGEMENT**

The Mayor read the Opening Prayer & Statement of Acknowledgement.

**2. APOLOGIES**

An apology was received by Councillor Jennifer Yang.

**3. PRIOR NOTIFICATION OF CONFLICTS OF INTEREST**

The Chairman invited Councillors to disclose any conflict of interest in any item listed on the Council Agenda.

No declarations were made.

**4. CONFIRMATION OF MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 25 AUGUST 2015 AND SPECIAL MEETING OF COUNCIL HELD ON 8 SEPTEMBER 2015**

**MOVED: O'BRIEN**  
**SECONDED: KLEINERT**

**That the Minutes of the Ordinary Meeting of Council held on 25 August 2015 and Special Meeting of Council held on 8 September 2015 be confirmed.**

**CARRIED**

**5. PRESENTATIONS**

**5.1 Gymnasium Verl, Germany Student Exchange Visit**

The Mayor presented to Council a gift received from the teachers and students from Gymnasium Verl, Germany who visited the Council Offices on Friday 25 September as part of an exchange program with Donvale Christian College.

**6. PETITIONS AND JOINT LETTERS**

There were no Petitions and Joint Letters.

**7. ADMISSION OF URGENT BUSINESS**

There were no items of Urgent Business.

## 8. PLANNING PERMIT APPLICATIONS

### 8.1 Planning Application No. PL14/024726 - 200-204 Foote Street, Templestowe - Construction of a part three, part four storey apartment building comprising 40 dwellings

Responsible Director: Director Planning & Environment

File No. PL14/024726

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

<b>Land:</b>	200-204 Foote Street, Templestowe
<b>Zone</b>	General Residential Zone Schedule 2 Design and Development Overlay Schedule 8
<b>Applicant:</b>	Urban Planning Mediation
<b>Ward:</b>	Heide
<b>Melway Reference:</b>	33F5
<b>Time to consider:</b>	3 April 2015

#### SUMMARY

*It is proposed to develop three residential allotments on land known as 200, 202 and 204 Foote Street, Templestowe with a part three/ part four storey residential apartment building with associated basement car parking. The site comprises three adjoining allotments, and the total land area is 2569 square metres.*

*The proposal also includes altering access to Foote Street (removing the existing three crossovers and creation of a new crossover).*

*The apartment building proposes a yield of 40 dwellings consisting of a mix of one, two, three and four bedroom apartments. The total car parking provision is to be 73 spaces (only 60 spaces are required: 52 resident and 8 visitor).*

*The application was advertised and attracted ten objections and one multi signature objection. The grounds of objection include: overshadowing, overlooking, out of character, overdevelopment, and traffic concerns.*

*It is considered that the application is an example of the contemporary architecture contemplated by the Manningham Planning Scheme for this site. The proposal will have a positive impact on the Foote Street streetscape without having unreasonable amenity impacts on surrounding residents, it is proposed to support the application subject to a series of planning permit conditions.*

#### 1 BACKGROUND

- 1.1 The site is situated on the southern side of Foote Street, approximately 100 metres from its intersection with Williamsons Road, Templestowe.
- 1.2 The site comprises a total of three generally rectangular shaped lots known as 200-204 Foote Street which have a combined width of 54.7m, a maximum depth of 46.6 metres and a total land area of 2569 square metres.

- 1.3 The site presently accommodated three single, detached dwellings with various outbuildings, as follows:
- 1.3.1 200 Foote Street is occupied by a single storey rendered brick dwelling with a pitched roof, setback 5.9 metres from Foote Street. A gravel driveway leads to a garage and carport attached to the side of the dwelling. The front garden contains a number of large trees with no front fence. Secluded private open space is to the rear and contains an expanse of lawn and perimeter tree planting.
- 1.3.2 202 Foote Street is occupied by a single storey white rendered brick dwelling with pitched roof, setback 5.8 metres from Foote Street. A garage is located to the rear and attached to the dwelling. The front garden is mainly paved, with a number of palm trees and is screened from Foote Street by a 1.8m high rendered brick front fence. The secluded private open space is to the rear and contains an expanse of lawn.
- 1.3.3 204 Foote Street is occupied by a single storey brick dwelling with a flat roof, setback more than 9 metres from Foote Street. Shade cloth has been erected to provide a sheltered car space in the front of the site, while a single brick garage is located to the rear. The front garden consists of mainly lawn and is enclosed by a wrought iron picket fence. The secluded private open space is to the rear and contains an expanse of lawn, with retaining walls to the west and east.
- 1.4 The site slopes from the south west down to the north east, with a fall of approximately 6 metres across the width of the combined sites.
- 1.5 The site is not burdened by any easements.
- 1.6 Boundary fencing of the site is timber paling style of varying heights and conditions.
- 1.7 The site has abuttals with five (5) properties. Surrounding development is described as follows:

Direction	Address	Description
South	15-17 June Crescent	This lot contains an existing seven (7) dwelling development, located to the rear of the subject site. Two of the seven dwellings adjoin the subject site and contain single storey brick units with pitched tiled roof, attached in the middle via a shared party wall to their associated double garages. North facing secluded private open space is located in the space between the dwellings and the common boundary fence.
East	206 Foote Street	This lot is to the side of the subject site and contains an existing dual occupancy development comprising two dwellings of different architectural

Direction	Address	Description
		styles. The dwelling fronting Foote Street presents as a single storey white weatherboard building with gable steel roof, setback 5.4 metres from the front boundary. The rear dwelling is a double storey brick residence, and is setback 1.5 metres from the common boundary. The interface is characterised by service areas, with the main area of private open space located to the rear of the site.
West	198 Foote Street	This lot is to the side of the subject site and contains a single storey brick dwelling with tiled gable roof. The garage is forward of the front wall of the dwelling, and the front garden is fenced by a brick retaining wall.

- 1.8 The character of the area is in transition. While several nearby properties along Foote Street and within Williamsons Road and surrounding streets retain 1970s single detached brick dwellings there is evidence of medium and higher density commencing from the same era. Many of the lots have been developed with medium to high density housing, including the three storey apartment building at 2-6 Anderson Street, 10 townhouse development currently being marketed at 185-187 Foote Street, 2 units at 196 Foote Street, a 10 dwelling townhouse development at 224-226 Foote Street, adjacent mirror image townhouse style developments at 188 and 190 Foote Street.
- 1.9 The character of the area is also defined by its position on Foote Street. Foote Street is a major arterial road with 2 lanes in each direction and a central median strip. It is responsible for providing crucial links to the east and west and therefore carries a large volume of traffic. It is under the jurisdiction of VicRoads and is also a busy arterial for public transport, with several bus routes operating along its length.
- 1.10 The site is well located to a range of services, with Templestowe Village Shopping Centre located 350 metres north-west of the site. There are several schools within 1.5 kilometres of the site, including St Kevins Primary School, Templestowe Park Primary School, Templestowe College, and Templestowe Heights. In terms of recreational facilities, Templestowe Leisure Centre is 300m from the site, Templestowe Reserve is 950m, and Templestowe Bowling Club is 1 kilometre from the site.

#### Planning History

- 1.11 There is no prior permit history for the subject site.
- 1.12 The proposal was presented to a Sustainable Design Taskforce meeting on 24<sup>th</sup> July 2014 where advice was given to, among other things, make modifications to the built form and enhance internal amenity,



## 2 PROPOSAL

- 2.1 It is proposed to demolish the three (3) existing dwellings and all other buildings on the sites, and remove all but one tree in the north-west corner (lemon scented gum), to construct a part three, part four storey apartment building comprising forty (40) apartments with two levels of associated basement car parking.
- 2.2 The dominant design feature of the proposal is its 'U' shaped built form with a large void to Foote Street providing for pedestrian accessway to a central atrium that provides a secluded area for residents of the building to congregate and opportunities for north facing apartment and balconies on the south side of the building.
- 2.3 The north-west corner of the building is recessed to conserve the large lemon scented gum tree that is to be retained in this corner of the site.
- 2.4 The proposed building will be constructed with a range of building materials including natural precast concrete, charcoal concrete panels, timber panels, vertical timber screens, feature metal panels with pressed square in gold and sliding patterned aluminium sun screens with leaf motif. Windows will be aluminium framed and generally of large proportions.
- 2.5 The proposed development has a maximum building height of 10.8 metres.
- 2.6 The overall apartment yield is proposed as follows:
  - 2.6.1 Six (6), one bedroom apartments;
  - 2.6.2 Twenty-two (22), two bedroom apartments;
  - 2.6.3 Ten (10), three bedroom apartments; and
  - 2.6.4 Two (2), four bedroom apartments.
- 2.7 The apartments vary in floor area between 56 and 183 square metres.
- 2.8 The proposed building has a site coverage of 59% and proposes a density of one dwelling per 64.2 square metres. The previous site coverage is 26%.
- 2.9 The pedestrian entry to the building is proposed at a central point along the Foote Street frontage via an at grade central paved path, leading under a glazed void above to the central atrium. Access to the lift and stairwell is immediately on the left as a person enters the building. A second lift and stair access is located in the rear (south) side of the building.
- 2.10 Vehicle access is proposed via a new crossover to Foote Street. The width of the crossover is proposed to be 6.1 metres. An intercom is proposed to the eastern side of the accessway for car park entry by visitors.
- 2.11 It is proposed to close all existing vehicular access to Foote Street by the removal of the three crossovers currently allowing vehicle access to 200, 202, and 204 Foote Street.
- 2.12 The details of each building level is described as follows:
  - 2.12.1 Basement Lower Level – This level comprises a total of 39 car spaces. A series of transitions are provided throughout the basement to achieve the lowest relative level being 62.59RL. Four storage rooms and one building services area are provided at this level, together with an underground water tank.

- 2.12.2 Basement Upper Level – This level comprises a total of 34 car spaces. A series of transitions are provided through the basement, together with a ramp with a gradient of 1:5 down to the lower basement level. Two separate bin storage rooms are provided, together with three storage rooms, a services room. A separate bike storage room containing Ned Kelly style wall mounted bike racks to house eleven (11) bikes for residents is also included adjacent to the northern lift bank and stairwell.
- 2.12.3 Ground Floor – Eight (8) apartments are positioned around the central atrium at this level. Six (6) apartments at this level comprise 2 bedrooms, and two (2) apartments comprise 3 bedrooms. At this level, private open spaces constitute ground level open spaces with a deck/terrace for all apartments. In the western portion of this level, forty-five (45) storage rooms have been provided within a dedicated area, together with a communal gym (area of 116 square metres). This area is to be subterranean due to the fall of the land west to east. Four (4) visitor bicycle parking spaces are provided to the east of the pedestrian entry path from Foote Street.
- 2.12.4 Level 1 – Thirteen (13) apartments are located at this level. Two (2) apartments at this level comprise one bedroom only, six (6) apartments comprise two bedrooms, and five (5) apartments comprise three bedrooms. At this level, private open spaces constitute balconies for Apartments 1.01 to 1.09 inclusive on the north, east and south sides of the building. All balconies face north or east due to the atrium design and have at least 11 square metres of space with minimum dimensions of 1.9 metres to the balcony edge. Apartments 1.07, 1.08, and 1.09 also have a small south facing balcony from bedrooms with a minimum dimension of 1.0 metre. Ground level open spaces with paved areas are provided along the western side of the building due to the fall of the land for Apartments 1.10 to 1.13 inclusive.
- 2.12.5 Level 2 –Thirteen (13) apartments are situated at this level. Four (4) apartments at this level comprise one bedroom only, six (6) apartments comprise two bedrooms, and three (3) apartments comprise three bedrooms. At this level, private open spaces constitute balconies for all apartments. All balconies have at least 11 square metres of space with minimum dimensions of 1.7 metres to the balcony edge. No apartments rely on south facing balconies. Light wells provide light to second bedrooms in three apartments on the western side of the building (Apartments 2.11 to 2.13 inclusive).
- 2.12.6 Level 3 –This level is limited to the western and southern portion of the site and for most of its area appears only as a third storey due to the fall of the land across the site. Six (6) apartments are situated at this level. Four (4) apartments at this level comprise two bedrooms, and two (2) apartments comprise four bedrooms. At this level, private open spaces constitute balconies for Apartments 3.01 to 3.06 inclusive. All balconies have at least 11 square metres of space with minimum dimensions of 1.8 metres to the internal balcony edge. A void provides light to the second bedroom of three

apartments (Apartments 3.02 to 3.04 inclusive). A communal sun deck/ barbeque area is provided in the north-eastern corner of the building.

- 2.13 Acknowledging balconies encroach within some setbacks, the building has the following minimum wall setbacks to site boundaries:
- 2.13.1 Foote Street (north) boundary:
- a) Basement L1- 5.9 metres
  - b) Basement L2 – 5.9 metres
  - c) Ground Level – 6.0 metres
  - d) Level 1 – 6.1 metres
  - e) Level 2 – 6.1 metres
  - f) Level 3 – 6.0 metres
- 2.13.2 Eastern (side) boundary:
- a) Basement L1 – 7.0 metres
  - b) Basement L2 – 1.5 metres (increasing to 7.0 metres once 20 metres into the site)
  - c) Ground Level – 4.0 metres (inclusive of a 1.5-1.8 metre landscape strip)
  - d) Level 1 – 3.9 metres
  - e) Level 2 – 6.2 metres
  - f) Level 3 – 16.2 metres
- 2.13.3 Western (side) boundary:
- a) Basement L1 – 5.5 metres
  - b) Basement L2 – 5.5 metres
  - c) Ground level – 2.7 metres (underground due to the fall of the land)
  - d) Level 1 – 3.5 metres (inclusive of a 1.5 metre landscape strip)
  - e) Level 2 – 5.3 metres
  - f) Level 3 – 5.3 metres
- 2.13.4 Southern (rear) boundary:
- a) Basement L1 – 4.8 metres (excluding a stairwell at 2.5 metres)
  - b) Basement L2 – 4.8 metres (excluding a stairwell at 2.5 metres)
  - c) Ground level – 3.6 – 5.0 metres (excluding a stairwell at 2.5 metres, and inclusive of a 1.8 metre wide landscape strip)
  - d) Level 1 – 4.0 metres (excluding a stairwell at 2.5 metres)
  - e) Level 2 – 4.0 metres (excluding a stairwell at 2.5 metres)
  - f) Level 3 – 5.3 metres (excluding a stairwell at 2.5 metres)

- 2.14 Finished floor levels are proposed as follows:
- 2.14.1 Lower Level Basement RL64.3, RL63.4, RL62.59
  - 2.14.2 Upper Level Basement RL67.0, RL66.15, RL65.3
  - 2.14.3 Ground Floor RL69.8
  - 2.14.4 Level 1 RL72.8
  - 2.14.5 Level 2 RL75.8
  - 2.14.6 Level 3 RL78.8
- 2.15 Each above ground dwelling is provided with a minimum of eight (8) square metres of secluded private open space in the form of a balcony. Courtyard style open spaces of varying sizes are provided to apartments at ground level.
- 2.16 In support of the planning application, the following documentation was submitted with the proposal:
- 2.16.1 Architectural drawings
  - 2.16.2 Planning Report, including ResCode Assessment
  - 2.16.3 Traffic Report
  - 2.16.4 Sustainability Management Plan
  - 2.16.5 Waste Management plan
  - 2.16.6 Arborist Report
  - 2.16.7 Urban Design comments
  - 2.16.8 Concept Landscape Plan

### **3 PRIORITY/ TIMING**

- 3.1 The statutory time for considering a planning application is 60 days. Allowing for the time taken to advertise the application, the statutory time lapsed on 3 April 2015.
- 3.2 It is noted VicRoads only provided comment on the application on 24 August 2015 allowing this report to be prepared, having been referred the application in January 2015.

### **4 RELEVANT LEGISLATION**

- 4.1 The Planning and Environment Act 1987 is the relevant legislation governing planning in Victoria. The Act identifies subordinate legislation in the form of Planning Schemes to guide future land use and development.
- 4.2 Section 60 of the Act outlines what matters a Responsible Authority must consider in the determination of an application. The Responsible Authority is required to consider the relevant planning scheme; and
- The objectives of planning in Victoria; and
  - All objections and other submissions which it has received and which have not been withdrawn;
  - Any decision and comments of a referral authority which it has received; and

- Any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development.

## 5 MANNINGHAM PLANNING SCHEME

- 5.1 The site and adjacent land is included in the General Residential Zone, Schedule 2 under the provisions of the Manningham Planning Scheme.
- 5.2 A planning permit is required to construct two or more dwellings on a lot in the General Residential Zone under Clause .
- 5.3 The purpose of the General Residential Zone relates primarily to providing housing at increased densities, encouraging a diversity of housing types, and encouraging a scale of development that provides a transition between areas of more intensive use and development and areas of restricted housing growth.
- 5.4 Assessment is required under the provisions of Clause 55 of the Manningham Planning Scheme (ResCode).
- 5.5 The purpose of Clause 55 is to provide well designed and life-style choice for occupants, while at the same time, maintaining the amenity and character of the locality, with particular emphasis on the amenity of adjoining residents.
- 5.6 The site is also included in the Design and Development Overlay Schedule 8 (DDO8) under the provisions of the Manningham Planning Scheme. The site, together with other properties on Foote Street, is in DDO8-2 (Sub-Precinct A). Land to the rear in June Crescent is in DDO8-3 (Sub-Precinct B).
- 5.7 The Design Objectives of the DDO8 are:
  - *To increase residential densities and provide a range of housing types around activity centres and along main roads.*
  - *To encourage development that is contemporary in design that includes an articulated built form and incorporates a range of visually interesting building materials and façade treatments.*
  - *To support three storey, 'apartment style', developments within the Main Road subprecinct and in sub-precinct A, where the minimum land size can be achieved.*
  - *To support two storey townhouse style dwellings with a higher yield within subprecinct B and sub-precinct A, where the minimum land size cannot be achieved.*
  - *To ensure new development is well articulated and upper storey elements are not unduly bulky or visually intrusive, taking into account the preferred neighbourhood character.*
  - *To encourage spacing between developments to minimise a continuous building line when viewed from a street.*
  - *To ensure the design and siting of dwellings have regard to the future development opportunities and future amenity of adjoining properties.*

- *To ensure developments of two or more storeys are sufficiently stepped down at the perimeter of the Main Road sub-precinct to provide an appropriate and attractive interface to sub-precinct A or B, or other adjoining zone.*
- *Higher developments on the perimeter of sub-precinct A must be designed so that the height and form are sufficiently stepped down, so that the scale and form complement the interface of sub-precinct B or other adjoining zone.*
- *To ensure overlooking into adjoining properties is minimised.*
- *To ensure the design of carports and garages complement the design of the building.*
- *To ensure the design of basement and undercroft car parks complement the design of the building, eliminates unsightly projections of basement walls above natural ground level and are sited to allow for effective screen planting.*
- *To create a boulevard effect along Doncaster Road and Manningham Road by planting trees within the front setback that are consistent with the street trees.*
- *To encourage landscaping around buildings to enhance separation between buildings and soften built form*

5.8 Planning permission is required for buildings and works which must comply with the requirements set out in Table 1 and 2 of the Schedule. Being located within DDO8-2 Sub-Precinct A, the maximum allowable building height for land more than 1800 square metres in size is 11 metres.

5.9 There is a range of policy requirements outlined in this control under the headings of building height and setbacks, form, car parking and access, landscaping and fencing.

#### **State Planning Policy Framework**

5.10 Clause 15.01-1 (Urban Design) seeks to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity. Strategies towards achieving this are identified as follows:

- *Promote good urban design to make the environment more liveable and attractive.*
- *Ensure new development or redevelopment contributes to community and cultural life by improving safety, diversity and choice, the quality of living and working environments, accessibility and inclusiveness and environmental sustainability*
- *Require development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate.*
- *Ensure transport corridors integrate land use planning, urban design and transport planning and are developed and managed with particular attention to urban design aspects*

- *Encourage retention of existing vegetation or revegetation as part of subdivision and development proposals.*
- 5.11 Clause 15.01-4 (Design for Safety) seeks to improve community safety and encourage neighbourhood design that makes people feel safe. The strategy identified to achieve this objective is to ensure the design of buildings, public spaces and the mix of activities contribute to safety and perceptions of safety.
- 5.12 Clause 15.01-5 (Cultural Identity and Neighbourhood Character) seeks to recognise and protect cultural identity, neighbourhood character and sense of place. The clause emphasises the importance of neighbourhood character and the identity of neighbourhoods and their sense of place. Strategies towards achieving this are identified as follows:
- *Ensure development responds and contributes to existing sense of place and cultural identity.*
  - *Ensure development recognises distinctive urban forms and layout and their relationship to landscape and vegetation.*
  - *Ensure development responds to its context and reinforces special characteristics of local environment and place.*
- 5.13 Clause 15.02-1 (Energy and Resource Efficiency) seeks to encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.
- 5.14 Clause 16.01-1 (Integrated Housing) seeks to promote a housing market that meets community needs. Strategies towards achieving this are identified as follows:
- *Increase the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations.*
  - *Ensure housing developments are integrated with infrastructure and services, whether they are located in existing suburbs, growth areas or regional towns.*
- 5.15 Clause 16.01-2 (Location of Residential Development) seeks to locate new housing in or close to activity centres and employment corridors and at other strategic redevelopment sites that offer good access to services and transport. Strategies towards achieving this are identified as follows:
- *Increase the proportion of housing in Metropolitan Melbourne to be developed within the established urban area, particularly at activity centres, employment corridors and at other strategic sites, and reduce the share of new dwellings in greenfield and dispersed development areas.*
  - *In Metropolitan Melbourne, locate more intense housing development in and around Activity centres, in areas close to train stations and on large redevelopment sites.*
  - *Encourage higher density housing development on sites that are well located in relation to activity centres, employment corridors and public transport.*

- *Facilitate residential development that is cost-effective in infrastructure provision and use, energy efficient, incorporates water efficient design principles and encourages public transport use.*

5.16 Clause 16.01-5 (Housing affordability) seeks to deliver more affordable housing closer to jobs, transport and services.

**Municipal Strategic Statement (Clause 21)**

5.17 Clause 21.03 (Key Influences) identifies that future housing need and residential amenity are critical land-use issues. The MSS acknowledges that there is a general trend towards smaller household size as a result of an aging population and smaller family structure which will lead to an imbalance between the housing needs of the population and the actual housing stock that is available.

5.18 This increasing pressure for re-development raises issues about how these changes affect the character and amenity of our local neighbourhoods. In meeting future housing needs, the challenge is to provide for residential redevelopment in appropriate locations, to reduce pressure for development in more sensitive areas, and in a manner that respects the residential character and amenity valued by existing residents.

5.19 Clause 21.05 (Residential) outlines the division of Manningham into four Residential Character Precincts. The precincts seek to channel increased housing densities around activity centres and main roads where facilities and services are available. In areas which are removed from these facilities a lower intensity of development is encouraged. A low residential density is also encouraged in areas that have identified environmental or landscape features.

5.20 The site is within "Precinct 2 – Residential Areas Surrounding Activity Centres and Along Main Roads".

5.21 This area is aimed at providing a focus for higher density development and a substantial level of change is anticipated. Future development in this precinct is encouraged to:

- *Provide for contemporary architecture and achieve high design standards.*
- *Provide visual interest and make a positive contribution to the streetscape.*
- *Provide a graduated building line from side and rear boundaries.*
- *Minimise adverse amenity impacts on adjoining properties.*
- *Use varied and durable building materials.*
  - *Incorporate a landscape treatment that enhances the overall*

5.22 Within this precinct, there are three sub-precincts which each stipulate different height, scale and built form outcomes to provide a transition between each sub-precinct and adjoining properties, primarily those in Precinct 1 – Residential Areas Removed from Activity Centres and Main Roads.

5.23 The three sub-precincts within Precinct 2 consist of:



**Sub-precinct – Main Road (DDO8-1)** is an area where three storey (11 metres) ‘apartment style’ developments are encouraged on land with a minimum area of 1,800m<sup>2</sup>. Where the land comprises more than one lot, the lots must be consecutive lots which are side by side same sub-precinct. All development in the Main Road sub-precinct should have a maximum site coverage of 60 percent.

Higher developments on the perimeter of the Main Road sub-precinct should be designed so that the height and form are sufficiently stepped down, so that the scale and form complement the interface of sub-precinct A or B, or other adjoining zone.

**Sub-precinct A (DDO8-2)** is an area where two storey units (9 metres) and three storey (11 metres) ‘apartment style’ developments are encouraged. Three storey, contemporary developments should only occur on land with a minimum area of 1800m<sup>2</sup>. Where the land comprises more than one lot, the lots must be consecutive lots which are side by side and have a shared frontage. The area of 1800m<sup>2</sup> must all be in the same sub-precinct. In this sub precinct, if a lot has an area less than 1800m<sup>2</sup>, a townhouse style development proposal only will be considered, but development should be a maximum of two storeys. All development in Sub-precinct A should have a maximum site coverage of 60 percent.

Higher developments on the perimeter of sub-precinct A should be designed so that the height and form are sufficiently stepped down, so that the scale and form complement the interface of sub-precinct B, or other adjoining zone.

**Sub-precinct B (DDO8-3)** is an area where single storey and two storey dwellings only will be considered and development should have a maximum site coverage of 60 percent. There is no minimum land area for such developments.

5.24 The site is located within **Sub-Precinct – A (DDO8-2)**.

5.25 Clause 21.05-2 Housing contains the following objectives:

- *To accommodate Manningham’s projected population growth through urban consolidation, infill developments and Key Redevelopment Sites.*
- *To ensure that housing choice, quality and diversity will be increased to better meet the needs of the local community and reflect demographic changes.*
- *To ensure that higher density housing is located close to activity centres and along main roads in accordance with relevant strategies.*
- *To promote affordable and accessible housing to enable residents with changing needs to stay within their local neighbourhood or the municipality.*
- *To encourage development of key Redevelopment Sites to support a diverse residential community that offers a range of dwelling densities and lifestyle opportunities.*

- *To encourage high quality and integrated environmentally sustainable development*

5.26 The strategies to achieve these objectives include:

- *Ensure that the provision of housing stock responds to the needs of the municipality's population.*
- *Promote the consolidation of lots to provide for a diversity of housing types and design options.*
- *Ensure higher density residential development occurs around the prescribed activity centres and along main roads identified as Precinct 2 on the Residential Framework Plan 1 and Map 1 to this clause.*
- *Encourage development to be designed to respond to the needs of people with limited mobility, which may for example, incorporate lifts into three storey developments*

5.27 Clause 21.05-4 (Built form and neighbourhood character) seeks to ensure that residential development enhances the existing or preferred neighbourhood character of the residential character precincts as shown on Map 1 to this Clause.

5.28 The strategies to achieve this objective include:

- *Require residential development to be designed and landscaped to make a positive contribution to the streetscape and the character of the local area.*
- *Ensure that where development is constructed on steeply sloping sites that any development is encouraged to adopt suitable architectural techniques that minimise earthworks and building bulk.*
- *Ensure that development is designed to provide a high level of internal amenity for residents.*
- *Require residential development to include stepped heights, articulation and sufficient setbacks to avoid detrimental impacts to the area's character and amenity*

5.29 Clause 21.10 (Ecologically Sustainable Development) highlights Council's commitment to ESD and outlines a number of ESD principles to which regard must be given. These are:

- Building energy management
- Water sensitive design
- External environmental amenity
- Waste management
- Quality of public and private realm
- Transport

### **Local Planning Policy**

- 5.30 Clause 22.08 (Safety through urban design) is relevant to this application and seeks to provide and maintain a safer physical environment for those who live in, work in or visit the City of Manningham. The policy seeks attractive, vibrant and walkable public spaces where crime, graffiti and vandalism is minimised.
- 5.31 Clause 22.09 (Access for disabled people) is relevant to this application and seeks to ensure that people with a disability have the same level of access to buildings, services and facilities as any other person.

#### **Particular Provisions**

- 5.32 Clause 52.06 Car Parking is relevant to this application. Pursuant to Clause 52.06-5, car parking is required to be provided at the following rate:
- 1 space for 1 and 2 bedroom dwellings
  - 2 spaces for 3 or more bedroom dwellings
  - 1 visitor space to every 5 dwellings for developments of 5 or more dwellings
- 5.33 Clause 52.06-7 outlines various design standards for parking areas that should be achieved.
- 5.34 Clause 52.29 Land Adjacent to a Road Zone Category 1 seeks to ensure appropriate access to identified roads. A permit is required to create or alter access to a road in a Road Zone Category 1. All applications must be referred to VicRoads for comment.
- 5.35 Clause 55 Two or More Dwellings on a Lot applies to all applications for two or more dwellings on a lot. Consideration of this clause is outlined in the Assessment section of this report.
- 5.36 Clause 65 Decision Guidelines outlines that before deciding on an application, the responsible authority must consider, as appropriate:
- *The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
  - *The purpose of the zone, overlay or other provision.*
  - *The orderly planning of the area.*
  - *The effect on the amenity of the area.*

## **6 ASSESSMENT**

- 6.1 Council has, through its policy statements in the Planning Scheme, and in particular by its adoption of the Design and Development Overlay Schedule 8 over this neighbourhood, created a planning mechanism that will (in time), alter the existing character along Foote Street, and in the surrounding area.
- 6.2 Council's planning preference is for higher density, multi-unit developments which can include apartment style developments on larger lots. This higher density housing thereby provides for the "preferred neighbourhood character" which is guided by the design elements contained within the Schedule 8 to the Design and Development Overlay, in conjunction with an assessment against Clause 21.05 and Clause 55 – ResCode. The resultant built form is expected to have a more intense and less suburban form.

- 6.3 In broad terms, an apartment building constructed across three adjoining sites is consistent with the objectives of Council's planning policy outlined at Clause 21.05 of the Manningham Planning Scheme. The policy encourages urban consolidation (inclusive of apartment buildings) in this specific location due to its capacity to support change given the site's main road location and proximity to services, such as public transport. The policy anticipates a substantial level of change from the existing character of primarily single dwellings interspaced with medium density developments.
- 6.4 The consolidation of three lots with a combined area of 2569 square metres also provides opportunities for increased development as the larger area allows increased setbacks to compensate for its larger scale in comparison to traditional medium density housing. Given the site area, the proposal is permitted an 11 metre maximum building height under DDO8.
- 6.5 The building is four-storeys in height following the technical definitions in the Manningham Planning Scheme (where a level that is more than 1.2m above natural ground is required to be 'counted' as a storey). The fourth storey occurs due to the slope of the land across the site where the top floor overlaps the ground floor before the ground floor becomes subterranean. It only occurs in the front, northern elevation to Foote Street. The building is three-storeys in height when viewed from the eastern side, southern rear and western side boundaries.
- 6.6 The extent of the fourth storey is the living area of Apartment 3.01. It is approximately 6m in length, or 12% of the frontage. This amount is considered immaterial given the building presents to a major road with a strong architectural presentation. Overall, the building is consistent with the policy direction in Clause 22.05 that promotes 'three-storey' apartment development.
- 6.7 An assessment of the proposal will be made based on the following planning controls:
- Design and Development Overlay Schedule 8 (DDO8)
  - Clause 52.06 Car Parking
  - Clause 52.29 Land Adjacent to a Road Zone Category 1
  - Clause 52.34 Bicycle Facilities
  - Clause 55 Two or More Dwellings on a Lot

#### **Design and Development Overlay Schedule 8**

- 6.8 An assessment follows against the requirements of the DDO8:

Design Element	Level of Compliance
<u>Building Height and Setbacks</u> DDO8-2 Sub-precinct A: <ul style="list-style-type: none"> <li>• Minimum lot size is 1800 square metres or greater.</li> <li>• The building has a maximum height of 11 metres provided the condition regarding minimum lot size is met.</li> <li>• If the condition is not met, the maximum height is 9 metres;</li> </ul>	Met <ul style="list-style-type: none"> <li>• The land is above the minimum lot size of 1800 square metres. The development has a maximum height of 10.8 metres.</li> </ul>

<ul style="list-style-type: none"> <li>• Minimum front street setback is the distance specified in Clause 55.03-1 or 6 metres, whichever is the lesser.</li> <li>• Minimum side street setback (if relevant) is the distance specified in Clause 55.03-1.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• The proposed front setback to Foote Street is 6.0m, stepping to 7.0m to facilitate the retention of the lemon scented gum on the western side of the frontage.</li> </ul>
<p><u>Form</u></p> <ul style="list-style-type: none"> <li>• Ensure that the site area covered by buildings does not exceed 60 percent.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• Building site coverage is 59% of the site area, which does not exceed 60%.</li> </ul>
<ul style="list-style-type: none"> <li>• Provide visual interest through articulation, glazing and variation in materials and textures.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• Various materials, colours and finishes are proposed, which provides for an attractive and coherent presentation to all elevations.</li> <li>• Articulation in the front facade is achieved by a wide void at the pedestrian entry, balcony projections, framing elements and a limited and recessed top level that steps lower with the fall of the land.</li> <li>• The materials and colour palette contains variety to create a high level of visual interest. The combined use of precast concrete panels with a natural and charcoal finish, pressed gold metal panels, sliding aluminium patterned sunscreens (with a leaf motif on them), timber panels and screens and patterned glass all combine to provide for rich and varied textures and tones.</li> </ul>
<ul style="list-style-type: none"> <li>• Minimise buildings on boundaries to create spacing between developments.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• The building is generally setback between 3.5-4.0 metres from the boundary at ground level which provides for a good level of spacing and opportunities for landscaping to establish and flourish.</li> </ul>
<ul style="list-style-type: none"> <li>• Where appropriate ensure that buildings are stepped down at the rear of sites to provide a transition to the scale of the adjoining residential area.</li> </ul>	<p>Met with Conditions</p> <ul style="list-style-type: none"> <li>• The building steps lower to all residential interfaces.</li> <li>• The step at the rear of the building is more modest than the step associated with the side boundaries (the top floor is setback less than 2m greater than the ground floor). This</li> </ul>

	<p>elevation will benefit from some subtle modifications, which shouldn't alter the overall apartment or bedroom yield significantly:</p> <ul style="list-style-type: none"> <li>• A condition will require a portion of the ground floor setback 3.6m from the rear boundary (Apartment G.06) to be increased to 4m. (Condition 1.2). This increases the minimum setback from the boundary to 4m (except where there is a stairwell within this distance).</li> <li>• A condition will require the southern wall of Apartment 2.07 to have its setback increased by 1.5m to provide a more recessive response in the south eastern corner (Condition 1.3).</li> <li>• The south facing portion of balcony for Apartment 3.05 removed to provide a more recessive response in the south western corner (Condition 1.4)</li> <li>• These changes will ensure appropriate transitions in height are provided to the single storey unit development at the rear (15-17 June Crescent), noting they are also within the DDO8 area (although in Sub Precinct B).</li> </ul>
<ul style="list-style-type: none"> <li>• Where appropriate, ensure that buildings are designed to step with the slope of the land.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• The building steps a whole floor lower for east to west consistent with the fall of the land. There is a slight overlap of floors in the front Fotte Street elevation that generates a fourth storey element.</li> <li>• The development maintains a three storey form adjacent to neighbouring properties.</li> </ul>
<ul style="list-style-type: none"> <li>• Avoid reliance on below ground light courts for any habitable rooms.</li> </ul>	<p>Considered met with conditions</p> <ul style="list-style-type: none"> <li>• Due to the slope of the land from east to west there is a point where the ground level is substantially cut into the ground. The applicant has managed this by locating a gym and storage area where windows cannot be provided to this level on the western side of the site.</li> <li>• Apartment G.01, G.02, G.07 and G.08 having portions of their</li> </ul>

	<p>secluded private open space below natural ground level. That said apartment G.07 and G.08 at the rear of the building have been cleverly designed to include north-facing open space areas facing the atrium. The rear open space, which is below ground, is secondary open space. The 2.6 metre high retaining wall along the western edge of the secondary private open space to apartment G.08 is not ideal, and from an amenity perspective will be a poor outcome for future residents. In addition, a retaining wall will be required along the southern elevation to a height of 2.6 metres. A condition (Condition 1.5) will ensure where retaining walls greater than 1.5m are required they are tiered to provide a softer appearance to future residents with 1m wide landscape beds between each tier.</p> <ul style="list-style-type: none"> <li>The primary area of secluded private open space to apartments G.01 and G.02 are north-facing. The subterranean design is acceptable given the amount of direct sunlight that they will receive, and the relief from noise on Foote Street that will result from their design.</li> </ul>
<ul style="list-style-type: none"> <li>Ensure the upper level of a two storey building provides adequate articulation to reduce the appearance of visual bulk and minimise continuous sheer wall presentation.</li> </ul>	<ul style="list-style-type: none"> <li>Not applicable.</li> </ul>
<ul style="list-style-type: none"> <li>Ensure that the upper level of a three storey building does not exceed 75% of the lower levels, unless it can be demonstrated that there is sufficient architectural interest to reduce the appearance of visual bulk and minimise continuous sheer wall presentation.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>The percentage of the upper floor is not measurable as the building steps lower one whole floor with the fall of the land. The upper level is 59.4% of Level 2 directly below (excluding balconies), but this is not a true indication of what is sought by the control.</li> <li>Overall, the building has been designed to avoid three storey sheer walls facing the neighbours which the requirement is trying to avoid. The building steps in from the side and</li> </ul>

	<p>rear boundaries, and whilst there is some three storey form facing Foote Street, it is appropriately softened via transitions to the side boundaries, the step in overall height mid-site and various architectural treatments.</p>
<ul style="list-style-type: none"> <li>Integrate porticos and other design features with the overall design of the building and not include imposing design features such as double storey porticos.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>There are no imposing design elements and all design expressions are considered to be well integrated into the overall architecture of the building.</li> </ul>
<ul style="list-style-type: none"> <li>Be designed and sited to address slope constraints, including minimising views of basement projections and/or minimising the height of finished floor levels and providing appropriate retaining wall presentation.</li> </ul>	<p>Considered Met</p> <ul style="list-style-type: none"> <li>Due to the sloping topography, the building has been unable to completely avoid the projection of the basement above natural ground level along the eastern (side) elevation, which is the lowest portion of the site. In the north-eastern corner, the basement projects 1.7 metres out of the ground, however this scales back to natural ground level as the building approaches the south-east corner.</li> <li>It is considered that the projection has been appropriately managed through its setback from the boundary behind landscaping (Ornamental Pears and Weeping Lily Pilly screen) and through the use of a range of materials in the facade.</li> </ul>
<ul style="list-style-type: none"> <li>Be designed to minimise overlooking and avoid the excessive application of screen devices.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>The building has been designed to minimise overlooking of adjacent properties.</li> <li>As a first step, the applicant will replace all boundary fences with new 2.1 metre high timber paling fencing. This will prevent overlooking from the apartments at ground floor.</li> <li>Patterned privacy glass is proposed to be used in balustrading to the east, south, and west at Level 1, 2, and 3 in combination with vertical timber screens. These devices will prevent overlooking into secluded areas of adjacent properties.</li> </ul>
<ul style="list-style-type: none"> <li>Ensure design solutions respect the principle of equitable access at the main entry of any building for people</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>The pedestrian entrance from Foote Street will be at grade, and therefore</li> </ul>



<p>of all motilities.</p>	<p>there will be no requirements for a ramp. A lift is provided immediately to the left of the main entry path which will service all floors and thereby ensure equitable access to all persons. A second lift is also provided in the rear (southern) section of the building.</p>
<ul style="list-style-type: none"> <li>• Ensure that projections of basement car parking above natural ground level do not result in excessive building height as viewed by neighbouring properties.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• The slope of the land results in the basement projection being visible across the eastern elevation. This has, however, been sufficiently minimised in respect of overall height, with the projection being capped in the north-eastern corner at a maximum of 1.7 metres above natural ground. As discussed earlier, the projection will be well integrated into the built form through the varied use of materials and finishes, together with screening provided by landscaping. The building steps in and up along this boundary to ensure excessive building height is not viewed by neighbours.</li> </ul>
<ul style="list-style-type: none"> <li>• Ensure basement or undercroft car parks are not visually obtrusive when viewed from the front of the site.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• The basement is not visually obtrusive, and will not be visible from Foote Street.</li> </ul>
<ul style="list-style-type: none"> <li>• Integrate car parking requirements into the design of buildings and landform by encouraging the use of undercroft or basement parking and minimise the use of open car park and half basement parking.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• The basement arrangement provides for an integrated car parking layout which will result in car parking being concealed by a metal security gate underground.</li> </ul>
<ul style="list-style-type: none"> <li>• Ensure the setback of the basement or undercroft car park is consistent with the front building setback and is setback a minimum of 4.0m from the rear boundary to enable effective landscaping to be established.</li> </ul>	<p>Considered Met</p> <ul style="list-style-type: none"> <li>• The basement setback is not identical to the front setback at ground level. However, the deviation of 100mm is considered to be acceptable.</li> <li>• In terms of the rear setback requirement, a minimum 4.8 metre setback is provided from the southern boundary (more than the building above). This setback will ensure that there is sufficient space in which to realise meaningful landscaping in</li> </ul>

	<p>order soften the appearance of the building and provide an acceptable interface with residential properties within June Crescent.</p>
<ul style="list-style-type: none"> <li>• Ensure that building walls, including basements, are sited a sufficient distance from site boundaries to enable the planting of effective screen planting, including canopy trees, in larger spaces.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• The building setbacks are generally 4.0 metres from the eastern side and southern rear boundaries, and 3.5 metres from the western side boundary. Whilst the setbacks contain some ground level open space terraces, landscape beds are typically 1.5m-2.0m in width.</li> <li>• The concept landscape plan indicates that the landscape treatment of a total of forty-three (43) Capital Ornamental Pear trees will be planted periodically in front of a dense Weeping Lilly Pilly screen around the perimeter.</li> <li>• It is considered the building provides appropriate setbacks to all boundaries which will enable meaningful landscaping to be realised on the site, including canopy tree planting.</li> <li>• The Foote Street frontage will contain the existing lemon scented gum in the north-west corner, which is to be retained. The concept landscape plan indicates that the balance of the front setback will contain two (2) <i>Eucalyptus scoparia</i>, and three (3) <i>Magnolia grandiflora</i> 'Little Gem' trees, together with lower level planting including <i>Liriope muscari</i>. This level of planting is considered reasonable for the front setback, in particular with the retention of the lemon scented gum.</li> </ul>
<ul style="list-style-type: none"> <li>• Ensure that service equipment, building services, lift over-runs and roof-mounted equipment, including screening devices is integrated into the built form or otherwise screened to minimise the aesthetic impacts on the streetscape and avoids unreasonable amenity impacts on surrounding properties and open spaces.</li> </ul>	<p>Met with Condition</p> <ul style="list-style-type: none"> <li>• Provision has been made at two points on the roof for plant and mechanical equipment. It will be necessary to ensure this equipment is appropriately concealed, a matter which can be addressed by a permit condition requiring a roof plan demonstrating appropriate screening detail (Condition 1.6).</li> <li>• The roof plan also designates two</li> </ul>

	areas for solar panel installation.
<p><u>Car Parking and Access</u></p> <ul style="list-style-type: none"> <li>• Include only one vehicular crossover, wherever possible, to maximise availability of on street parking and to minimise disruption to pedestrian movement. Where possible, retain existing crossovers to avoid the removal of street tree(s). Driveways must be setback a minimum of 1.5m from any street tree, except in cases where a larger tree requires an increased setback.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• A 6.1 metre wide vehicular crossover is proposed. No street trees are to be affected.</li> </ul>
<ul style="list-style-type: none"> <li>• Ensure that when the basement car park extends beyond the built form of the ground level of the building in the front and rear setback, any visible extension is utilised for paved open space or is appropriately screened, as is necessary.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• It is considered the basement projection is appropriately screened.</li> </ul>
<ul style="list-style-type: none"> <li>• Ensure that where garages are located in the street elevation, they are set back a minimum of 1.0m from the front setback of the dwelling.</li> </ul>	Not applicable.
<ul style="list-style-type: none"> <li>• Ensure that access gradients of basement carparks are designed appropriately to provide for safe and convenient access for vehicles and servicing requirements.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• An entry ramp transitions from 1:10 gradient, to 1:5.4 and then 1:8 is relatively moderate, compliant with Clause 52.06 and will present no traffic implications.</li> </ul>
<p><u>Landscaping</u></p> <ul style="list-style-type: none"> <li>• On sites where a three storey development is proposed include at least 3 canopy trees within the front setback, which have a spreading crown and are capable of growing to a height of 8.0m or more at maturity.</li> <li>• On sites where one or two storey development is proposed include at least 1 canopy tree within the front setback, which has a spreading crown, and is capable of growing to a height of 8.0m or more at maturity.</li> </ul>	<p>Met</p> <ul style="list-style-type: none"> <li>• The Foote Street frontage will contain the existing lemon scented gum in the north-west corner, which is to be retained. The concept landscape plan indicates that the balance of the front setback will contain two (2) <i>Eucalyptus scoparia</i>, and three (3) <i>Magnolia grandiflora</i> 'Little Gem' trees, together with lower level planting including <i>Liriope muscari</i>. This level of planting is considered reasonable for the front setback, in particular with the retention of the lemon scented gum.</li> </ul>
<ul style="list-style-type: none"> <li>• Provide opportunities for planting</li> </ul>	Met

<p>alongside boundaries in areas that assist in breaking up the length of continuous built form and/or soften the appearance of the built form.</p>	<ul style="list-style-type: none"> <li>The site plan provides for landscape beds ranging from 1.5-2.0 metres in width. These will support the proposed Capital Ornamental Pear trees (maximum mature height of 11 metres) planted periodically in front of a Weeping Lilly Pilly screen (maximum mature height of 3 metres) around the perimeter.</li> </ul>
<p><b>Fencing</b></p> <ul style="list-style-type: none"> <li>A front fence must be at least 50 per cent transparent.</li> <li>On sites that front Doncaster, Tram, Elgar, Manningham, Thompsons, Blackburn and Mitcham Roads, a fence must:             <ul style="list-style-type: none"> <li>not exceed a maximum height of 1.8m</li> <li>be setback a minimum of 1.0m from the front title boundary</li> </ul> </li> </ul> <p>and a continuous landscaping treatment within the 1.0m setback must be provided.</p>	<p>Not applicable. There will be no front fence included as part of the proposal.</p>

6.9 Having regard to the above assessment against the requirements of Schedule 8 to the Design and Development Overlay, it is considered that the proposed design respects the preferred neighbourhood character and responds to the features of the site.

**Clause 52.06 Car Parking**

- 6.10 Prior to a new use commencing or a new building being occupied, Clause 52.06-2 requires that the number of car parking spaces outlined at Clause 52.06-6 to be provided on the land or as approved under Clause 52.06-3 to the satisfaction of the Responsible Authority.
- 6.11 This clause requires resident parking at a rate of one space for each dwelling with one or two bedrooms and two spaces for each dwelling with three or more bedrooms.
- 6.12 Visitor car parking is required at a rate of one car space for every five (5) dwellings.
- 6.13 The proposal therefore requires 52 resident car parking spaces and 8 visitor spaces, or a total of 60 car parking spaces. It is proposed to provide 73 car parking spaces, and therefore the proposal exceeds the minimum requirements. The plans show the excess car parking will be allocated to residents.
- 6.14 The following table provides an assessment of the proposal against the six design standards:

Design Standard	Met/Not Met
1 - Accessways	<p><b>Met</b></p> <p>The 6.1metres wide vehicle ramp provides for the required passing area. Further, it is satisfactory to VicRoads.</p> <p>A corner splay has been notated on the plans to ensure sightlines to the footpath are maintained in accordance with the requirements of this control.</p>
2 – Car Parking Spaces	<p><b>Met</b></p> <p>Car parking spaces and aisles are provided in accordance with the dimensions of the control.</p> <p>A minimum head clearance of 2.3 metres is also provided, as demonstrated in the sectional drawings.</p> <p>Council's Engineering department has considered the layout and size of proposed car parking spaces and aisle widths and raised no concern.</p>
3 - Gradients	<p><b>Met (subject to Conditions)</b></p> <p>Council's Engineering department have considered the proposed vehicular access ramp and deemed its gradients acceptable.</p>
4 – Mechanical Parking	Not applicable – No mechanical parking proposed.
5 – Urban Design	<p><b>Met</b></p> <p>The basement, including its entry, does not visually dominate the Foote Street frontage and will be recessed behind the cantilevered Level 1 and 2 floors above. Appropriately placed landscaping treatments have been incorporated in the design response and enhance the building's presentation to Foote Street.</p>
6 – Safety	<p><b>Met</b></p> <p>The basement layout provides a safe arrangement and will be secured by an intercom (to enable visitor entry) and metal gate which will enclose the car park for the safety of the occupants and their vehicles.</p>
7 – Landscaping	<p><b>Met</b></p> <p>Landscaping is provided adjacent to the vehicular access ramp that will assist in softening this component of the development.</p>

- 6.15 From the above assessment it can be seen that the proposal complies with the seven design standards outlined at Clause 52.06 of the Manningham Planning Scheme.

**Clause 52.29 Land Adjacent to a Road Zone Category 1**

- 6.16 The proposal seeks to create a new access to Foote Street, and remove the existing crossovers currently servicing residents of 200, 202, and 204 Foote Street.
- 6.17 The decision guidelines of this Clause include the views of the relevant road authority.
- 6.18 It is noted that VicRoads has expressed no objection to the proposal (subject to the inclusion of conditions relating to construction of new crossover, removal of existing crossovers, and maintenance of driveways). It is therefore considered that the proposal is acceptable.

**Clause 52.34 Bicycle Parking**

- 6.19 The statutory bicycle parking requirements are that in developments of four or more storeys, 1 bicycle space must be provided to each 5 dwellings for residents, and 1 bicycle parking space for visitors is required for every 10 dwellings.
- 6.20 The proposal includes eleven (11) bicycle parking spaces in the upper level basement, together with four (4) bicycle parking spaces adjacent to the main pedestrian entrance for visitors. This provision exceeds the requirements.

**Clause 55 Two or More Dwellings on a Lot**

- 6.21 This clause sets out a range of objectives which must be met. Each objective is supported by standards which should be met. If an alternative design solution to the relevant standard meets the objective, the alternative may be considered.
- 6.22 The following table sets out the level of compliance with the objectives of this clause:

OBJECTIVE	OBJECTIVE MET/NOT MET
<p>55.02-1 - To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.</p> <p>To ensure that development responds to the features of the site and the surrounding area.</p>	<p><b>Met</b></p> <p>As outlined in the assessment of the proposal against the policy requirements of the Schedule 8 to the Design and Development Overlay (DD08), it is considered that the proposed apartment building responds positively to the preferred neighbourhood character, and respects the natural features of the site, and its surrounds as contemplated by this planning control.</p>
<p>55.02-2 - To ensure that residential development is provided in accordance with any policy for housing in the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local</p>	<p><b>Met</b></p> <p>The application was accompanied by a written statement that has demonstrated how the development is consistent with State, Local and Council policy.</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
<p>planning policies.</p> <p>To support medium densities in areas where development can take advantage of public transport and community infrastructure and services.</p>	
<p>55.02-3 - To encourage a range of dwelling sizes and types in developments of ten or more dwellings.</p>	<p><b>Met</b></p> <p>The development proposes a range of one, two, three and four bedroom apartments. Some apartments offer ground level open space, while others have balconies. The diversity of dwelling sizes and types is appropriate.</p>
<p>55.02-4 - To ensure development is provided with appropriate utility services and infrastructure.</p> <p>To ensure development does not unreasonably overload the capacity of utility services and infrastructure.</p>	<p><b>Met</b></p> <p>The site has access to all services. The applicant will be required to provide an on-site stormwater detention system to alleviate pressure on the drainage system.</p>
<p>55.02-5 - To integrate the layout of development with the street.</p>	<p><b>Met</b></p> <p>A good level of integration is offered in the design response to Foote Street including a clear entry path through a void and into the building's atrium, windows, balconies and terraces face Foote Street.</p>
<p>55.03-1 - To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.</p>	<p><b>Met</b></p> <p>As discussed earlier in this report, the front setback of the apartment building to Foote Street is acceptable. It accords with the requirement in the Design and Development Overlay Schedule 8 control.</p>
<p>55.03-2 - To ensure that the height of buildings respects the existing or preferred neighbourhood character.</p>	<p><b>Met</b></p> <p>The maximum building height, not exceeding 11 metres, is compliant with the preferred neighbourhood character for the area and an acceptable design response in this instance.</p>
<p>55.03-3 - To ensure that the site coverage respects the existing or preferred</p>	<p><b>Met</b></p> <p>The site coverage is marginally below 60%.</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
neighbourhood character and responds to the features of the site.	
<p>55.03-4 - To reduce the impact of increased stormwater run-off on the drainage system.</p> <p>To facilitate on-site stormwater infiltration.</p>	<p><b>Met</b></p> <p>With 26% of the site being pervious, the proposal is compliant with the standard.</p>
<p>55.03-5 - To achieve and protect energy efficient dwellings.</p> <p>To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.</p>	<p><b>Met with Condition</b></p> <p>One of the unique design features within the proposal is the large central atrium. This open area in the centre of the building allows natural light penetration to apartments on the eastern and western edges, together with northern sunlight to apartments located along the southern edge of the building.</p> <p>The inclusion of this design feature ensures apartments will gain the greatest solar exposure.</p> <p>A condition (Condition 3) requires a Sustainability Management Plan to be approved before construction commences.</p>
<p>55.03-6 – To integrate the layout of development with any public and communal open space provided in or adjacent to the development.</p>	<p><b>Met</b></p> <p>The central atrium will be provided as communal open space. It is easily accessible for residents and consists of a paved area with planter beds and seating around.</p>
<p>55.03-7 - To ensure the layout of development provides for the safety and security of residents and property.</p>	<p><b>Met</b></p> <p>An enclosed basement arrangement will provide for safe vehicle security for future occupants and their visitors. Passive surveillance is provided over the building's pedestrian entrance and central atrium.</p>
<p>55.03-8 - To encourage development that respects the landscape character of the neighbourhood.</p> <p>To encourage development that maintains and enhances habitat for plants and animals</p>	<p><b>Met with condition</b></p> <p>A concept landscape plan was submitted with the proposal. This plan showed the retention of the lemon scented gum in the front setback together with canopy tree planting comprising <i>Eucalyptus scoparia</i>, and <i>Magnolia grandiflora</i> 'Little Gem'. Boundaries will be planted with Weeping Lilly Pilly,</p>



OBJECTIVE	OBJECTIVE MET/NOT MET
<p>in locations of habitat importance.</p> <p>To provide appropriate landscaping.</p> <p>To encourage the retention of mature vegetation on the site.</p>	<p>together with spaced <i>Pyrus Calleryna</i> 'Capital'.</p> <p>The interior courtyard will also be landscaped, which will soften the expanse of open space. It will include a <i>Ficus microcarpa</i> tree, surrounded by <i>Clivia miniata</i>, and <i>Azalea shiraz</i>.</p> <p>A second landscape bed will be provided adjacent to the pedestrian entry, and will include a <i>Magnolia grandiflora</i> 'Little Gem' tree, together with <i>Liriope muscari</i> and <i>Azalea shiraz</i> surrounding a small reflection pond.</p> <p>In order to give privacy to Apartments G.07 and G.08, that both have a north facing deck adjacent to the interior courtyard, a planter containing <i>Acmena smithii</i> will be established in front of the privacy screen along the deck edge.</p> <p>Within the light voids to Apartments 1.11, 1.12, and 1.13, as well as 2.11, 2.12, and 2.13 and 3.02, 3.03 and 3.04 directly above, the voids will be planted with Himalayan Weeping Bamboo.</p> <p>A fully detailed landscape plan will be a conditional requirement to further develop the concept landscape plan for the site (Condition 7).</p>
<p>55.03-9 - To ensure vehicle access to and from a development is safe, manageable and convenient</p> <p>To ensure the number and design of vehicle crossovers respects the neighbourhood character.</p>	<p><b>Met</b></p> <p>Only one access point is provided to vehicles entry the basement from Foote Street.</p> <p>The access point has been positioned to avoid any issues.</p> <p>The proposal will result in the net reduction of two access points to Foote Street</p>
<p>55.03-10 - To provide convenient parking for resident and visitor vehicles.</p> <p>To avoid parking and traffic difficulties in the development and the neighbourhood.</p> <p>To protect residents from vehicular noise within developments.</p>	<p><b>Met</b></p> <p>Proposed car spaces within a basement will provide for convenient parking for future occupants and their visitors. Lift and stair access will be available from the basement to all residential levels.</p> <p>Any noise transfer from the use of the basement would be minimal and unlikely to be a disturbance to nearby properties.</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
<p>55.04-1 - To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</p>	<p><b>Met (with Condition)</b></p> <p>The building exceeds the required setback to height ratio under the control except for the stairwell at the rear of the building.</p> <p>The stairwell is 8.0 metres in height, which requires a setback of 3.1 metres. The stairwell is only setback 2.5 metres. This part of the building, including lift, lobby and waste chute could be redesigned to accord with the requirement without reducing apartments significantly. A permit condition will recommend this (Condition 1.1).</p>
<p>55.04-2 - To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</p>	<p>Not applicable – No walls on boundary are proposed as part of the development.</p>
<p>55.04-3 - To allow adequate daylight into existing habitable room windows.</p>	<p><b>Met</b></p> <p>Given the building setbacks from the eastern, southern and western boundaries (which are all 3.5 metres or more), the proposal will not adversely affect existing habitable room windows of neighbouring properties at 198 Foote Street, 2/15-17 and 3/15-17 June Crescent, 1/206 and 2/206 Foote Street, Templestowe.</p>
<p>55.04-4 - To allow adequate solar access to existing north-facing habitable room windows.</p>	<p>Not applicable – There are no north-facing habitable room windows within 3m of the common boundary.</p>
<p>55.04-5 - To ensure buildings do not significantly overshadow existing secluded private open space.</p>	<p><b>Met</b></p> <p>The shadow diagrams indicate that there will be no significant overshadowing of the secluded private open spaces of adjoining dwellings at No. 198 Foote Street, 2/15-17 and 3/15-17 June Crescent, 1/206 and 2/206 Foote Street, Templestowe during the control period - between 9am and 3pm on the day of the equinox.</p> <p>Additional shadows will be cast over the open space areas of 2/15-17 and 3/15-17 June Crescent. However, it is marginal (less than 1m), and both</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
	<p>instances, there remains more than 40 square metres of open space unencumbered by shadow.</p> <p>Impacts over the properties to the east and west only occur in the first or last hour of the control period which is acceptable.</p> <p>The shadowing impacts are significant less than what is permissible pursuant to the Standard.</p>
<p>55.04-6 - To limit views into existing secluded private open space and habitable room windows.</p>	<p><b>Met with conditions</b></p> <p>There are no requirements to screen windows or balconies across the northern elevation (Foote Street) in this instance, or at ground level due to the erection of new 2.1m high boundary fencing.</p> <p>To limit views to adjoining residential properties on the upper levels, a combination of 1.7 metre high glazed privacy screen patterned with a leaf motif, or vertical timber privacy screen, will be erected on balconies.</p> <p>A series of sectional drawings have been prepared to demonstrate that the range of privacy screening employed will ensure that views into secluded private open spaces and habitable room windows will be sufficiently limited.</p> <p>However, there are some windows that do not have screens and that require screening. These include the south facing master bedroom windows of apartments 2.10 and 3.05, and the west facing master bedroom windows of apartments 2.11 and 3.04. These windows are within 9 metres of the neighbouring sites and should be screened in accordance with Standard B22 (Condition 1.7).</p> <p>There are also a number of balconies on the western elevation with no screening. The balconies to apartments 2.12 and 3.03 may allow views into the habitable room window of the adjoining dwelling at 198 Foote Street. As these balconies are within 9 metres of a habitable room window on an adjoining allotment, then they should be screened in accordance with Standard B22 (Condition 1.7).</p>
<p>55.04-7 - To limit views into the secluded private open space and habitable room</p>	<p><b>Met</b></p> <p>There are no unreasonable internal views within the proposed building. Ground level open spaces</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
windows of dwellings and residential buildings within a development.	are privatised by the use of internal boundary fencing, while 1.7 m high screens are proposed between balconies, where required. A combination of glazed screens, vertical timber screens and the roof of levels below will also assist with ensuring upper level balconies do not have downward views to open spaces below.
<p>55.04-8 - To contain noise sources in developments that may affect existing dwellings.</p> <p>To protect residents from external noise.</p>	<p><b>Met with conditions</b></p> <p>The noise sources that can be considered under this control relate to the building services. Council can not consider normal domestic noise such as from people and private mechanical equipment.</p> <p>The placement of air-conditioning units should be regulated to ensure appropriate positioning (mainly for aesthetic reasons). The applicant has indicatively shown air conditioning compressors to be located at 2 sites on the roof.</p> <p>Plant on the roof of the building can be visually screened, together with building services including electrical substations and air inlets for the mechanical basement ventilation. Mechanical ventilation detail will also need to be provided, by condition (Condition 1.6).</p> <p>Overall, it is considered that there are no external noise sources that may impact unreasonably on existing or future residents.</p> <p>Noise from mechanical plant will be required to comply with State legislation.</p>
55.05-1 - To encourage the consideration of the needs of people with limited mobility in the design of developments.	<p><b>Met</b></p> <p>The proposed access arrangements will be suitable to all users and will enable a barrier-free approach to the front entry of the building. The main entrance path is provided at grade, and the building is to be serviced by two lifts which ensure step free access to all apartments and the basement car park.</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
<p>55.05-2 - To provide each dwelling or residential building with its own sense of identity.</p>	<p><b>Met</b></p> <p>The dwellings all derive pedestrian access from Foote Street via a central entry path which leads to the central atrium within the building. The northern lift and stairwell is immediately on the left as you enter the complex.</p>
<p>55.05-3 - To allow adequate daylight into new habitable room windows.</p>	<p><b>Met</b></p> <p>All living areas are located to face an outdoor space that is clear to the sky ensuring direct access to daylight. The central atrium is large enough to provide direct sun into ground floor apartments.</p> <p>None of the bedrooms rely on borrowed light, as all have access to the exterior of the building or a light well. There are 9 bedrooms that receive light from a light well which is reasonable given this is only accounts for 10% of bedrooms in the development. The light wells are sufficient in area.</p>
<p>55.05-4 - To provide adequate private open space for the reasonable recreation and service needs of residents.</p>	<p><b>Met</b></p> <p>All apartments have been provided with private open space in the form of a balcony or ground level open space.</p> <p>It is a requirement for apartments to have a minimum of 8sqm private open space, with a 1.6m width and access from a habitable room. However, the standard also encourages diversity in size and orientation, as well as larger spaces, particularly at ground level.</p> <p>In this instance there are a total of twelve apartments with ground level open space. As required, all exceed 8sqm. They range in size between 13sqm and 49sqm. There are several apartments that are provided more open space than typically provided for townhouses (40sqm), which is a strong indication that diversity is being provided for and site coverage is reasonable.</p> <p>The other apartments in the building rely on balconies for the open space. All balconies meet or exceed the minimum requirement of 8 square metres in size (having areas that range in size from 8sqm to 92sqm), have a minimum width of 1.6m (to the inside of the balcony) and have direct access from the living/dining space. Smaller balconies, with a dimension of 1.0m are provided to the south, but they are secondary open space areas.</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
<p>55.05-5 - To allow solar access into the secluded private open space of new dwellings and residential buildings.</p>	<p><b>Met</b></p> <p>Due to the nature of the proposal as a multi-level apartment building and the orientation of the subject site which has a long north-south axis, it is not possible to provide northern solar access to all private open space areas.</p> <p>However, owing to the unique design feature of the central atrium, all apartments are able to avoid a purely south facing open space.</p> <p>Apartments G.07, G.08, 1.08, 1.09, 2.08, and 2.09 on the south side of the building all have north facing balconies that are 17sqm in area with outlook over the internal atrium. This design feature makes it possible to have direct northern light into the habitable areas of these apartments. These apartments also have south facing balconies, however these are not necessary for the apartments to achieve the required secluded open space and are purely for ventilation, light and an improved outlook.</p>
<p>55.05-6 - To provide adequate storage facilities for each dwelling.</p>	<p><b>Met</b></p> <p>All apartments are provided with a storage room of a minimum 6 cubic metres.</p>
<p>55.06-1 - To encourage design detail that respects the existing or preferred neighbourhood character.</p>	<p><b>Met</b></p> <p>The proposed architectural design is of a high standard and offers a contemporary statement that responds positively to the preferred neighbourhood character.</p> <p>The use of a mix of materials, colours and finishes will serve to further highlight the high level of articulation that is provided by the varying setbacks, levels of recessing, sections of cantilevering and the stepping of the building across the site.</p> <p>For the most part, the design adopts a combination of vertical and horizontal elements in terms of facade massing and fenestration design to provide for a high level of visual interest across all elevations. The use of solid and transparent balustrading, together with vertical timber screens will further add to this high level of interest.</p>
<p>55.06-2 - To encourage front</p>	<p>Not applicable – no front fence proposed.</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
fence design that respects the existing or preferred neighbourhood character.	
<p>55.06-3 - To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained.</p> <p>To avoid future management difficulties in areas of common ownership.</p>	<p><b>Met</b></p> <p>The basement and common areas throughout the building will be maintained by an Owners' Corporation. There are no apparent difficulties associated with future management of these areas.</p>
<p>55.06-4 - To ensure that site services can be installed and easily maintained.</p> <p>To ensure that site facilities are accessible, adequate and attractive.</p>	<p><b>Met with condition</b></p> <p>Mailboxes are proposed on the northern facade of the building, to the left of the main pedestrian entry. No steps inhibit access to these mailboxes.</p> <p>Waste is to be collected from the basement, where a waste room is provided.</p>

## 7 REFERRALS

- 7.1 VicRoads are a statutory referral agency due to the new crossover required on Foote Street. Upon consideration of the proposal, VicRoads have expressed no objection to the proposal subject to standard conditions relating to construction of the proposed crossover, removal of disused crossovers and maintenance of the driveway to be added to any decision to issue (Conditions 32 to 36).
- 7.2 The application was referred to a number of Service Units within Council, and the following table summarises their responses:

Service Unit	Comments
Engineering & Technical Services Unit (Drainage/Easements)	<ul style="list-style-type: none"> <li>Point of discharge is available for the site.</li> <li>Requires the provision of an on-site stormwater detention system.</li> </ul>
Engineering & Technical Services Unit (Traffic)	<ul style="list-style-type: none"> <li>No objection</li> </ul>
Engineering & Technical Services Unit (Engineering)	<ul style="list-style-type: none"> <li>Prior to the construction of the vehicle crossing, the developer is to obtain a Vehicle Crossing Permit and crossing be constructed to the satisfaction of the</li> </ul>

Service Unit	Comments
	<p>Responsible Authority and VicRoads.</p> <ul style="list-style-type: none"> <li>Redundant vehicles crossings to be removed and footpath, nature strip and kerbing to be reinstated.</li> </ul>
Engineering & Technical Services Unit (Waste Management)	<ul style="list-style-type: none"> <li>Agrees that waste is to be collected by a private contractor from within the basement in accordance with the draft waste management plan.</li> <li>Requires details of the chutes for waste and recycling – the plans show a diverter chute and the report outlines separate waste and recycling chutes.</li> <li>Requires the basement clearance be consistent with the waste management plan</li> </ul>
Economic & Environmental Planning Unit (Urban Design)	<ul style="list-style-type: none"> <li>Responds positively to the preferred neighbourhood character.</li> <li>Proposes a high quality and varied material and colour palette.</li> <li>Adopts a combination of vertical and horizontal architectural elements across all elevations, including solid and transparent balustrades and vertical timber screens.</li> <li>The front setback of the apartment building to Foote Street is acceptable.</li> <li>None of the bedrooms rely on borrowed light.</li> <li>The large central atrium allows natural light penetration to apartments and provides an easily accessible communal area for residents.</li> <li>Requires the southern boundary setbacks of apartments G.06 and 2.07 be increased to provide greater separation from boundary and opportunity for buffer landscaping.</li> <li>Requires that retaining walls exceeding 1.5mtres be tiered and landscaped.</li> <li>Requires privacy screening be added to south-facing bedrooms and west-facing balconies.</li> </ul>



Service Unit	Comments
	<ul style="list-style-type: none"> <li>Requires appropriate architectural screening to be provided for air-conditioning units, roof plant and electrical substations.</li> </ul>
Strategic Projects Unit (Sustainability)	<ul style="list-style-type: none"> <li>Modifications to the submitted Sustainability Management Plan are necessary.</li> <li>Amendments are required to the energy, hot water, rainwater harvesting and water demands sections of the report.</li> </ul>

- 7.3 As appropriate, their requirements will be added to any permit to issue in the form of planning permit conditions.

## 8 CONSULTATION

- 8.1 The planning application was placed on public notice for a three (3) week or twenty-one (21) day period given that it is classified as a Major Application. The planning application was advertised by way of the sending of letters to adjoining and nearby properties and by the display of three (3) signs on site (one on each property along Foote Street).
- 8.2 Council has received a total of Ten (10) objections and One (1) multi signature objection from the following properties:

Address
2/15-17, 3/15-17 June Crescent
3, 3/11 June Crescent
2/13 June Crescent
3/19 June Crescent
1/196 (multi signature) 2/196, 198, 1/206, 2/206 Foote Street

- 8.3 The following is a summary of the grounds upon which the above properties have objected to the proposal:
- Overdevelopment/ building height/ visual bulk
  - Loss of Neighbourhood Character/ Out of Character
  - Loss of outlook to the north
  - Overshadowing
  - Overlooking/ loss of privacy
  - Noise/ pollution during construction and after
  - Traffic implications
  - Vegetation loss

- Impact on solar panels at 198 Foote Street and 2/15-17 June Crescent
- Adverse Impact to Property Values

8.4 A response to the above grounds is provided in the below paragraphs:

**Overdevelopment/ building height/ visual bulk**

8.5 The site is located within Precinct 2: Residential Areas Surrounding Activity Centres and along Main Roads, in which Council's development preference is for substantial change and a higher density development. The proposed apartment building therefore corresponds with the planning policies and, as articulated earlier in the report, complies with the 11 metre height limit in the DDO8.

8.6 The proposed building complies with setback requirements, provides good levels of articulation via materials and finishes selection and the stepping of the building, and provides generous areas for landscaping around the perimeter of the site. On this basis it is not considered to be an overdevelopment of the site.

**Loss of Neighbourhood Character/ Out of Character**

8.7 Neighbourhood character has been assessed earlier in the report against the policy requirements of Clause 21.05, the Design and Development Overlay Schedule 8, and Clause 55.02-1 of the Manningham Planning Scheme.

8.8 Apartment buildings up to 11 metres in height forms part of Council's preferred neighbourhood character for sites in a Design and Development Overlay Schedule 8. Overall, the building has a modern architectural design that fits within the designated height limitations, and is considered to be a good example of what is contemplated as part of the preferred neighbourhood character for Foote Street.

**Loss of Outlook to the North**

8.9 The proposed building is to located to the north of existing residences in June Crescent. The removal of the trees from the three properties at 200, 202, and 204 Foote Street and the construction of the proposed apartment building will change the outlook from these residences.

8.10 The proposed building is consistent with planning policy, is set well back from the boundary steps back to its maximum height. Over time, trees will grow, frame, hide and soften the built form outcome.

8.11 In this instance, there is no planning mechanism that protects the outlook from the existing developments to the south of the site.

**Overshadowing**

8.12 As discussed under the response to Clause 55.04-5 of the Manningham Planning Scheme, there are no adjoining residences that will be substantially impacted as a consequence of the proposed building, and all adjoining properties will maintain a minimum of 40 square metres of open space unencumbered by shadow during the control period on the day of the equinox.

**Overlooking/ Loss of Privacy**

8.13 As discussed under the response to Clause 55.04-6 of the Manningham Planning Scheme, a condition will require additional screening to some south facing windows, and some west facing windows and balconies in the development.

8.14 Otherwise, the requirements of the planning scheme have been met.

**Noise/pollution during and after construction**

8.15 It is noted that a permit is not required to use land for more than one dwelling and accordingly noise considerations are limited to large plant and the like. Further, residential noise associated with an apartment is considered normal and reasonable in an urban setting.

8.16 In terms of noise from the basement, the basement is enclosed by concrete and experience would suggest vehicle noise will not resonate. Gates and roller-doors are usually fitted with rubber dampeners to reduce noise and modern day roller-doors operate almost silently. Air conditioning units are shown on the roof, however and basement exhaust fans are not specifically shown. A condition will require details of basement ventilation be shown.

**Traffic Implications**

8.17 It is noted that several objectors have raised the issue of traffic. However, neither VicRoads, nor Council's Engineering Technical Services Unit have expressed no concern with the proposal from a traffic perspective.

**Vegetation Loss**

8.18 It is noted that existing trees and shrubs will be removed to accommodate the building on the subject site, with the exception of the lemon scented gum in the north-eastern corner of the sites. In light of no vegetation protecting, planning controls applying to the land, and the nature of the site earmarked for higher density development, the prospect of vegetation loss is inevitable. Notwithstanding the removal of vegetation for the purpose of the new building, the generous setbacks provided to all boundaries will provide for ample spaces in which to achieve a variety of planting, and ultimately, a new landscaping treatment which can benefit the character of the area.

**Impact on solar panels**

8.19 The solar panels at 198 Foote Street, and 2/15-17 June Crescent will be unaffected by the proposed apartment building, as shadows cast will not extend over the roof of these properties.

**Adverse Impact to Property Values**

8.20 Adverse impacts to property values is a subjective claim and one which is not considered to be a relevant planning consideration.

**9 CONCLUSION**

9.1 It is considered appropriate to support the application, subject to some minor design changes.

9.2 As demonstrated in the assessment in this report, the proposal achieves a high level of compliance with the Manningham Planning Scheme, in particular Clause 21.05 Residential , Design and Development Overlay Schedule 8 (DDO8) and Clause 55 Two or more Dwellings on a Lot.

- 9.3 The proposal provides for a modern, contemporary residential apartment building to be introduced to the Foote Street streetscape. The retention of the large lemon scented gum will soften the presentation to the street. The proposal does not, in the opinion of officers, compromise the amenity of adjoining and nearby properties.
- 9.4 It is recognised that the building will present a substantial mass to properties to the south, but this impact is an acceptable consequence of local housing policy. Building design on this site provides good levels of articulation, protection from unreasonable overlooking and a mixture of materials and finishes.

## **RECOMMENDATION**

**That having considered all objections A NOTICE OF DECISION TO GRANT A PERMIT be issued in relation to Planning Application No. PL14/024726 for the construction of a part three, part four storey apartment building with associated basement car parking, alteration of access to a road in a Road Zone 1 and for no other purpose in accordance with the endorsed plan and subject to the following conditions-**

- 1. Before the development starts, two copies of amended plans drawn to scale and dimensioned, must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will then form part of the permit. The plans must be generally in accordance with the plans submitted with the application (prepared by Light Green Architecture, Revision 1, dated August 2013 and as received by Council on 29 December 2014) but modified to show:**
  - 1.1. The stairwall on the south side of the building modified to accord with the minimum setback requirements at Clause 55.04-1 of the Manningham Planning Scheme.**
  - 1.2. The ground floor associated with Apartment G.06 setback 4m from the rear southern boundary.**
  - 1.3. The southern boundary setback of Apartment 2.07 increased by a minimum of 1.5m.**
  - 1.4. The south facing portion of balcony for Apartment 3.05 removed. The south-facing windows of the apartments must be screened to accord with Standard B22 of Clause 55.04-6 of the Manningham Planning Scheme.**
  - 1.5. All retaining walls greater than 1.5m are to be tiered with a 1m wide landscape beds between each tier.**
  - 1.6. The location and design details (height, material) of a screen to conceal the roof top infrastructure from view.**
  - 1.7. The clearance (floor to ceiling height) in the basement. The clearance is to exceed the required clearance outlined in the Waste Management Plan.**
  - 1.8. Detail whether a diverter chute or separate waste and recycling chutes are provided. The detail is to be consistent with the Waste Management Plan.**

- 1.9. The provision of an accessible parking space consistent with AS/NZS 2890.6:2009.
- 1.10. The following windows and balconies screened in accordance with Standard B22 of Clause 55.04-6 of the Manningham Planning Scheme:
  - 1.10.1. Apartment 2.10's south facing master bedroom window
  - 1.10.2. Apartment 3.05's south facing master bedroom window
  - 1.10.3. Apartment 2.11's west facing master bedroom window
  - 1.10.4. Apartment 3.04's west facing master bedroom window
  - 1.10.5. Apartment 2.12's west facing balcony
  - 1.10.6. Apartment 3.03's west facing balcony
- 1.11. Details of basement ventilation, including the location of any exhaust intake or outlet required.
- 1.12. Capacity details of proposed rainwater tank in accordance with the Sustainable Management Plan required by Condition 3 of this permit.
- 1.13. Retractable clotheslines to all ground level open spaces and balconies to limit their visibility to the street or adjoining properties.
- 1.14. The doors to each study nook within the complex removed.
- 1.15. The elevations and materials and finishes schedule is to include details of all paving (including terraces, roof-top areas, stairs), fencing, screening, retaining walls, including roof-top plant screen and any other facade treatments proposed.
- 1.16. The design details of the building's front entry, including an elevation drawing of the letterboxes and screening of service cabinets.
- 1.17. Details of external lighting to be installed to provide for safety occupants of the building.
- 1.18. The solar hot water capacity, details of solar system to be utilised, including any solar panels, and other sustainability initiatives as per the Sustainability Management Plan required by Condition 3 of this permit.
- 1.19. An indicative location of the stormwater detention system or systems which must not be within any landscaped area.

#### Endorsed Plans

2. The development as shown on the approved plans must not be modified for any reason, without the written consent of the Responsible Authority.

#### Sustainability Management Plan

3. Before the development starts or the issue of a building permit for the development, whichever is the sooner, two copies of an amended Sustainability Management Plan (SMP), prepared by Rachael Stefanis, dated October 2014 is to be submitted to and approved by the

**Responsible Authority. When approved the Plan will form part of the permit. The recommendations of the Plan must be incorporated into the design and layout of the development and must be implemented to the satisfaction of the Responsible Authority before the occupation of any dwelling. The Plan must be modified to show the following:**

**3.1. Energy Efficiency**

- 3.1.1. Amend heating and cooling units to be consistent with Efficient HVAC system to be within one (1) star rating of best available;**

**3.2. Water**

- 3.2.1. Amend dishwasher detail to be consistent with water to be within one (1) star rating of best available;**

**3.3. Rainwater Harvesting**

- 3.3.1. Overflow to detention via gravity flow;**
- 3.3.2. Clarification if clean water from roof areas is to be collected in the same rainwater tanks as terraced areas;**
- 3.3.3. Clarification on page 4 of the STEPS report in relation to the roof and terrace areas;**
- 3.3.4. STORM water report and latest plans to reflect above changes.**

**Construction Management Plan**

- 4. Before the development starts, two copies of a Construction Management Plan must be submitted to and approved by the Responsible Authority. When approved the plan will form part of the permit. The plan must address, but not be limited to, the following:**
- 4.1. A liaison officer for contact by residents and the responsible authority in the event of relevant queries or problems experienced;**
- 4.2. Hours of construction to be in accordance with;**
- 4.3. Delivery and unloading points and expected frequency;**
- 4.4. On-site facilities for vehicle washing;**
- 4.5. Parking facilities/locations for construction workers;**
- 4.6. Other measures to minimise the impact of construction vehicles arriving at and departing from the land;**
- 4.7. Methods to contain dust, dirt and mud within the site, and the method and frequency of clean up procedures;**
- 4.8. The measures for prevention of the unintended movement of building waste and other hazardous materials and pollutants on or off the site, whether by air, water or other means;**
- 4.9. An outline of requests to occupy public footpaths or roads, and anticipated disruptions to local services;**
- 4.10. The measures to minimise the amount of waste construction materials;**

- 4.11. Measures to minimise impact to existing boundary and front fencing on adjoining properties;
- 4.12. The measures to minimise noise and other amenity impacts from mechanical equipment/construction activities, especially outside of daytime hours; and
- 4.13. Adequate environmental awareness training for all on-site contractors and sub-contractors.

#### **Waste Management Plan**

5. Before the development starts, or the issue of a building permit for the development, whichever is the sooner, an amended Waste Management Plan must be submitted and approved to the satisfaction of the Responsible Authority. When approved the plan will form part of the permit. The Plan must generally be in accordance with the plan prepared by Leigh Design, dated 12 October 2014 but modified to provide for:
  - 5.1. The correct number of apartments;
  - 5.2. The private waste contractor to undertake waste collection from within the site, rather than Foote Street;
  - 5.3. No bins to be left on nature strip;
  - 5.4. The hours and frequency of pick up for general waste and recyclables;
  - 5.5. Swept path diagrams and turning templates to demonstrate that a waste service vehicle can undertake a 3-point turn and manoeuvre within the basement in order to exit the site in a forward direction;
  - 5.6. Demonstration that an adequate height clearance is available within the basement to allow a waste service vehicle to enter and exit the site;
  - 5.7. Details of the waste collection vehicle that will enter and exit the site and access waste facilities;
  - 5.8. Details on how hard waste will be disposed;
  - 5.9. A description on how residents will access waste facilities.
6. The Management Plans approved under Conditions 9–11 of this permit must be implemented and complied with at all times to the satisfaction of the Responsible Authority unless with the further written approval of the Responsible Authority.

#### **Landscape Plan**

7. Before the permitted development starts, the concept landscape plan prepared by Aspect Studios, drawing number M14032-LA-001, revision C4 and submitted with the application must be updated and submitted to the Responsible Authority for assessment. The landscape plan must show, as appropriate:
  - 7.1. Any details as relevant or directed by any other condition of this Permit;

- 7.2. A planting schedule detailing species, numbers of plants, approximate height, spread of proposed planting and planting/pot size;
- 7.3. Location, species and number of proposed plantings;
- 7.4. Surface treatments;
- 7.5. Details of site and soil preparation, mulching and maintenance; and
- 7.6. A layered planting treatment adjacent to the vehicular entry ramp which results in no planting greater than 900mm in height within the site lines for existing vehicles.

The use of synthetic grass as a substitute for open lawn area within secluded private open space or a front setback will not be supported. Synthetic turf may be used in place of approved paving decking and/or other hardstand surfaces.

#### Landscape Bond

8. Before the release of the approved plans under Condition 1, a \$10,000 cash bond or bank guarantee must be lodged with the Responsible Authority to ensure the completion and maintenance of landscaped areas and such bond or bank guarantee will only be refunded or discharged after a period of 13 weeks from the completion of all works, provided the landscaped areas are being maintained to the satisfaction of the Responsible Authority.
9. Before the occupation of the dwellings, landscaping works as shown on the approved plans must be completed to the satisfaction of the Responsible Authority and then maintained to the satisfaction of the Responsible Authority.

#### Tree Protection

10. All trees shown as retained on the endorsed Site Plan must be protected by Tree Protection Fencing (TPF) to form an appropriate and effective Tree Protection Zone (TPZ) or Vegetation Protection Zone (VPZ), to the satisfaction of the Responsible Authority.
11. The Tree Protection Zone on the subject land must be:
  - 11.1 Established and defined prior to the commencement of any construction works and associated fencing/signage must not be removed until works in the affected area have been fully completed to the satisfaction of the Responsible Authority;
  - 11.2 Constructed in accordance with Australian Standard (4970-2009) titled "Protection of trees on development sites", and clearly marked "no-go zone/vegetation protection zone".
12. The following actions must not be undertaken in any Vegetation Protection Zone as identified on the approved plan, to the satisfaction of the Responsible Authority:
  - 12.1. The storage of materials or equipment;
  - 12.2. The disposal of any contaminated waste water;
  - 12.3. The use of a tree for temporary attachment of wiring or such like;



- 12.4. Open cut trenching, or excavation works (whether or not for the laying of services);
- 12.5. Changes to the soil grade level.

#### **Stormwater — On–Site Detention System**

- 13. The owner must provide onsite storm water detention storage or other suitable system (which may include but is not limited to the re–use of stormwater using rainwater tanks), to limit the Permissible Site Discharge (PSD) to that applicable to the site coverage of 35 percent of hard surface or the pre existing hard surface if it is greater than 35 percent. The PSD must meet the following requirements:
  - 13.1. Be designed for a 1 in 5 year storm; and
  - 13.2. Storage must be designed for 1 in 10 year storm.
- 14. Before the development starts, a construction plan for the system required by Condition No. 10 of this permit must be submitted to and approved by the Responsible Authority. The system must be maintained by the Owner thereafter in accordance with the approved construction plan to the satisfaction of the Responsible Authority.

#### **Drainage**

- 15. Stormwater must not be discharged from the subject land other than by means of drainage to the legal point of discharge. The drainage system within the development must be designed and constructed to the requirements and satisfaction of the relevant Building Surveyor.

#### **Basement Car Parking**

- 16. Before the occupation of the approved dwellings, all basement parking spaces must be line–marked, numbered and signposted to provide allocation to each dwelling and visitors to the satisfaction of the Responsible Authority.
- 17. Visitor parking spaces must not be used for any other purpose to the satisfaction of the Responsible Authority.
- 18. Privacy screens and obscure glazing as required in accordance with the approved plans must be installed prior to occupation of the building to the satisfaction of the Responsible Authority and maintained thereafter to the satisfaction of the Responsible Authority.

#### **Site Services**

- 19. All upper level service pipes (excluding stormwater downpipes) must be concealed and screened respectively to the satisfaction of the Responsible Authority.
- 20. All plant and equipment that is not installed within the building must otherwise be installed in the area of plant and equipment on the roof of the building, unless otherwise agreed in writing with the Responsible Authority.

21. No air-conditioning units may be installed on the building (including on balconies) so as to be visible from public or private realm to the satisfaction of the Responsible Authority.
22. Any clothes-drying rack or line system located on a balcony must be lower than the balustrade of the balcony and must not be visible from off the site to the satisfaction of the Responsible Authority.
23. An intercom and an automatic basement door opening system (connected to each dwelling) must be installed, so as to facilitate convenient 24 hour access to the basement car park by visitors, to the satisfaction of the Responsible Authority.
24. A centralised TV antenna system must be installed and connections made to each dwelling to the satisfaction of the Responsible Authority.
25. No individual dish antennas may be installed on balconies, terraces or walls to the satisfaction of the Responsible Authority.
26. All services, including water, electricity, gas, sewerage and telephone, must be installed underground and located to the satisfaction of the Responsible Authority.

#### Maintenance

27. Privacy screens, obscure glazing, replacement boundary fencing as shown on the approved plans must be installed prior to occupation of the dwellings to the satisfaction of the Responsible Authority and maintained thereafter to the satisfaction of the Responsible Authority. The use of the obscure film fixed to transparent windows is not considered to be obscured glazing of an appropriate response to screen overlooking.
28. Buildings, paved areas, drainage and landscaping must be maintained to the satisfaction of the Responsible Authority.
29. Redundant crossovers must be removed and the footpath and kerb and channel reinstated to the satisfaction of the Responsible Authority.
30. Communal lighting must be connected to reticulated mains electricity and be operated by a time switch, movement sensors or a daylight sensor to the satisfaction of the Responsible Authority.
31. All noise emanating from any mechanical plant must comply with the relevant State noise control legislation and in particular, any basement exhaust duct/unit must be positioned, so as to minimise noise impacts on residents of the subject building and adjacent properties to the satisfaction of the Responsible Authority.

#### VicRoads Conditions

32. Before the development approved under this permit may be used or occupied, the following must be completed to the satisfaction of the Responsible Authority:
  - 32.1. Crossover and driveway are to be constructed to the satisfaction of the Responsible Authority and at no cost to the Roads Corporation.
  - 32.2. The access lanes, driveways, crossovers and associated works must be provided and available for use and be:

- 32.2.1. Formed to such levels and drained so that they can be used in accordance with the plan.
- 32.2.2. Treated with an all-weather seal or some other durable surface.
- 32.3. All disused or redundant vehicle crossings must be removed and the area reinstated to match with adjacent road environment (eg. Kerb and channel).
- 33. Driveways must be maintained in a fit and proper state so as not to compromise the ability of vehicles to enter and exit the site in a safe manner or compromise operational efficiency of the road or public safety (eg. by spilling gravel onto the roadway).
- 34. The level of the footpaths must not be lowered or altered in any way to facilitate access to the site.
- 35. The proposed development requires reinstatement of disused crossovers to kerb and channel. Separate approval under the Road Management Act for this activity may be required from VicRoads (the Roads Corporation). Please contact VicRoads prior to commencing any works.
- 36. All disused or redundant vehicle crossings must be removed and the area reinstated to kerb and channel to the satisfaction of and at no cost to the Roads Corporation prior to the occupation of the buildings hereby approved.

**Time Limit**

- 37. This permit will expire if one of the following circumstances apply:
  - 37.1. The development and use are not started within two (2) years of the date of the issue of this permit; and
  - 37.2. The development is not completed within four (4) years of the date of this permit.

The Responsible Authority may extend these periods referred to if a request is made in writing by the owner or occupier either before the permit expires or in accordance with Section 69 of the *Planning and Environment Act 1987*.

**MOVED: GRIVOKOSTOPOULOS**  
**SECONDED: KLEINERT**

That the Recommendation be adopted.

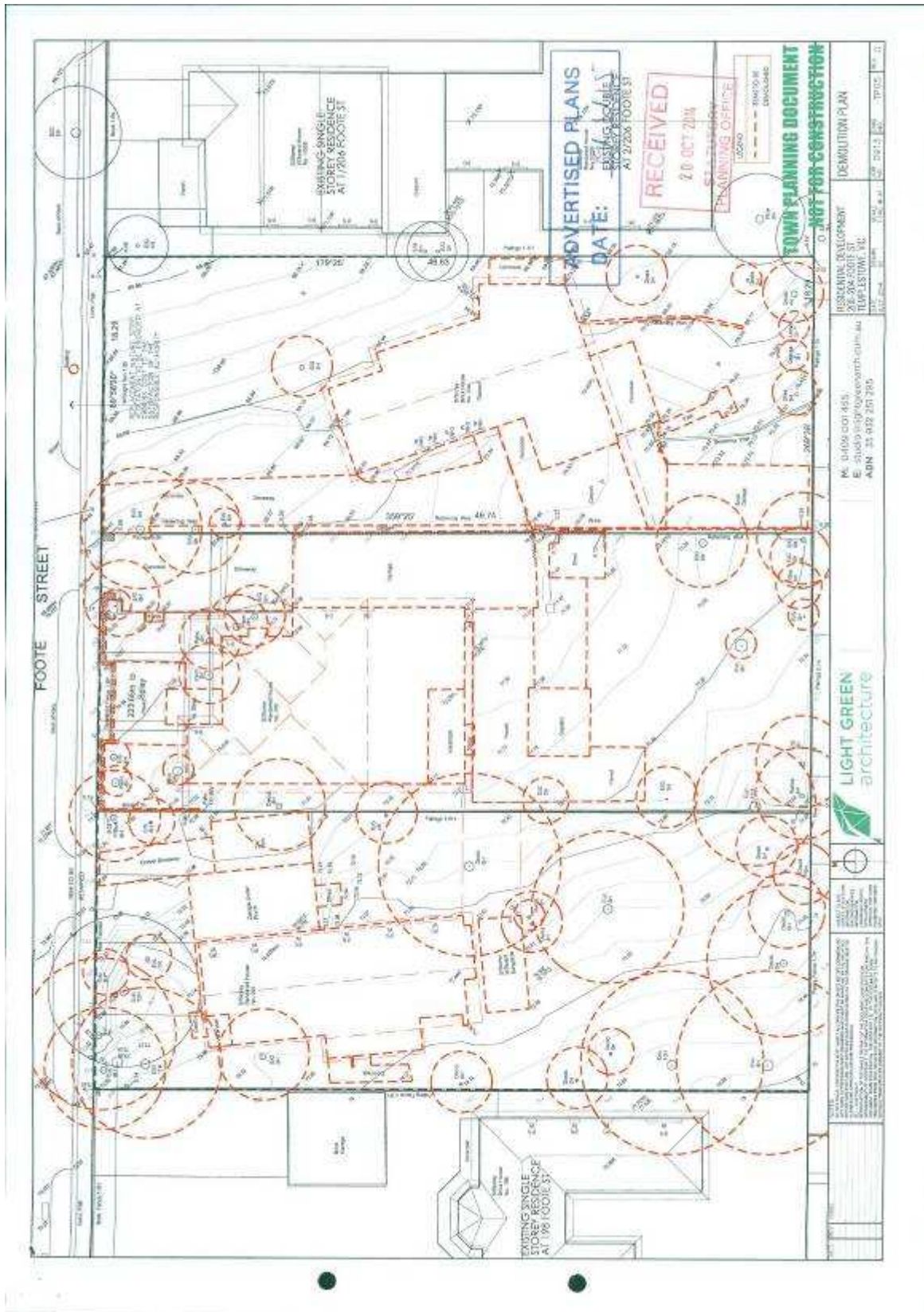
**CARRIED**

“Refer Attachments”

\* \* \* \* \*







### PROPOSED EDEN APARTMENT BUILDING at 200-204 FOOTE ST, TEMPLESTOWE

**TOWN PLANNING | DRAWING LIST:**

- TP00 Drawing Register
- TP01 Existing Conditions
- TP02 Neighborhood Character & Site Analysis
- TP03 Design Response
- TP04 (Intentionally left blank)
- TP05 Demolition plan
- TP06 (Intentionally left blank)
- TP07 Basement Lower Level
- TP08 Basement Upper Level
- TP09 Entry Level - Sheet 1
- TP10 Entry Level - Sheet 2
- TP11 Level 1
- TP12 Level 2
- TP13 Level 3
- TP14 Roof Plan
- TP15 Elevations - Sheet 1
- TP16 Elevations - Sheet 2
- TP17 Sections - Sheet 1
- TP18 Sections - Sheet 2
- TP19 Shadow Analysis - Sheet 1
- TP20 Shadow Analysis - Sheet 2
- TP21 Shadow Analysis - Sheet 3
- TP22 Shadow Analysis - Sheet 4
- TP23 Coloured Reference Elevations - Sheet 1
- TP24 Coloured Reference Elevations - Sheet 2
- TP25 Perspective Images

**ADVERTISED PLANS**  
DATE: 10/1/15

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PLANNING OFFICE

**LIGHT GREEN architecture**

**ARTIST'S IMPRESSION - VIEW FROM FOOTE ST**

**SITE LOCATION PLAN (N.T.S)**

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**DEVELOPER'S SUMMARY**

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DATE: 10/1/15

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**ADVERTISED PLANS**  
DATE: 11/1/15  
**TOWN PLANNING DOCUMENT**  
**NOT FOR CONSTRUCTION**

**RECEIVED**  
14-09-2014  
STATUS: CHY  
PLANNING OFFICE

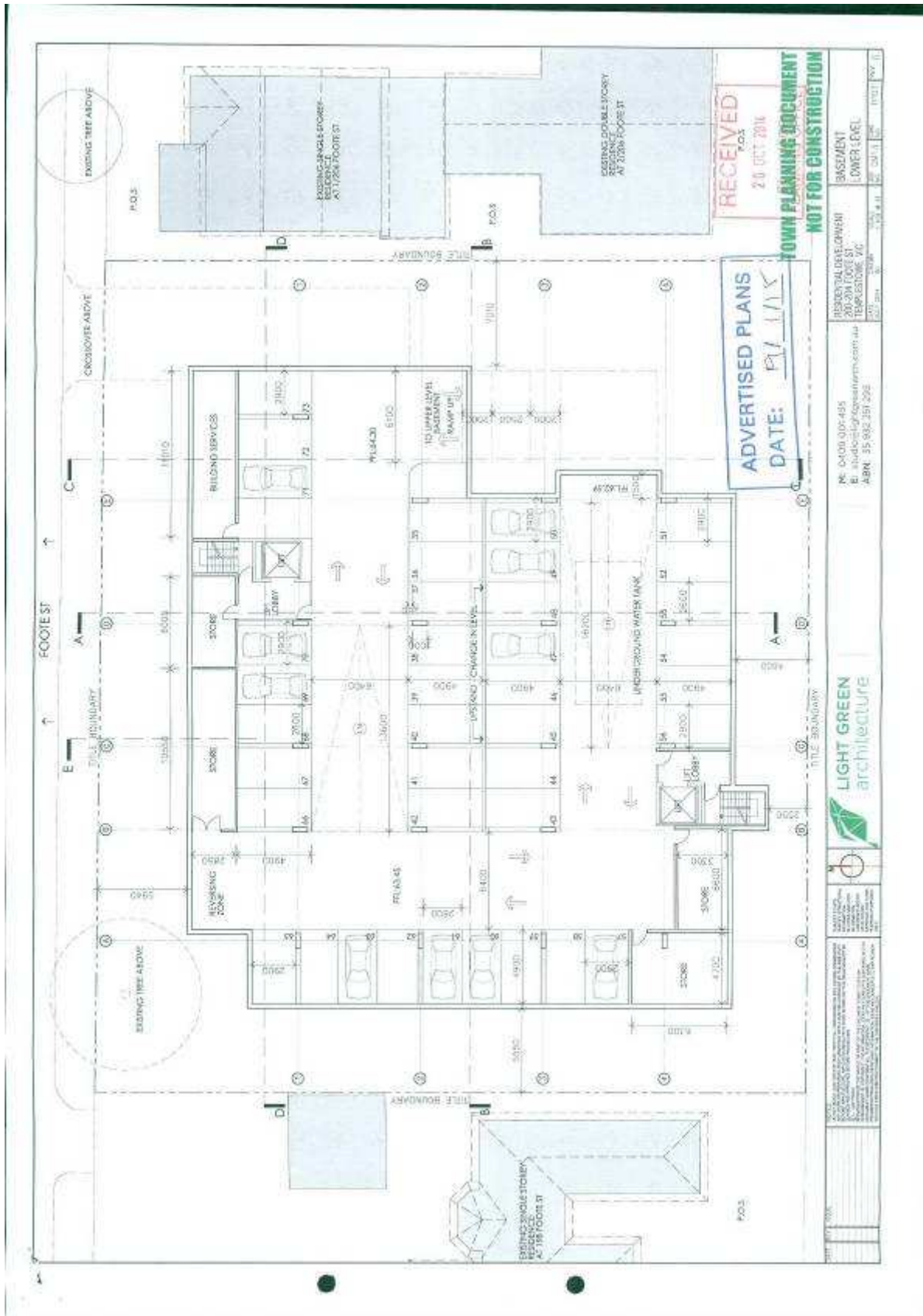
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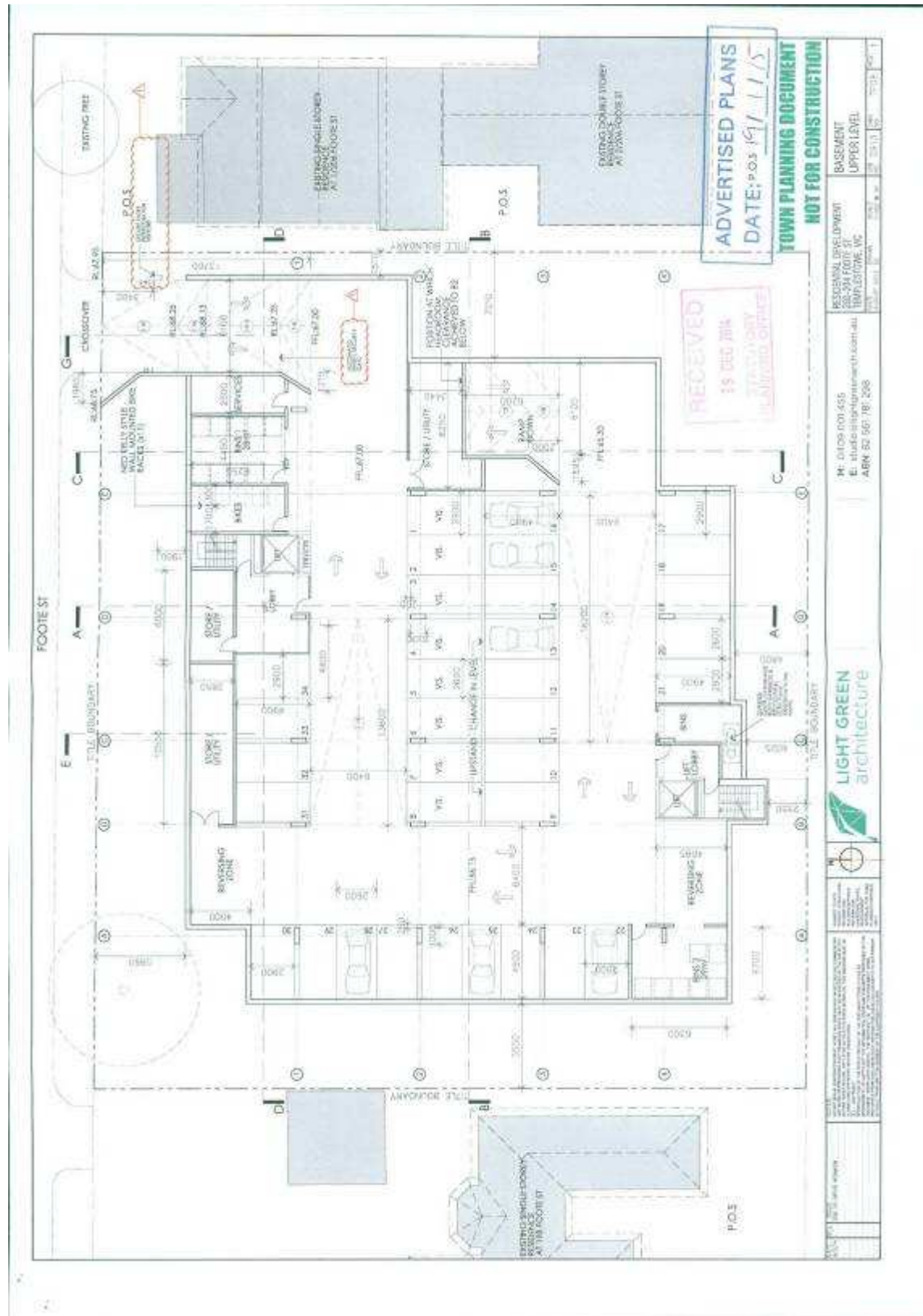
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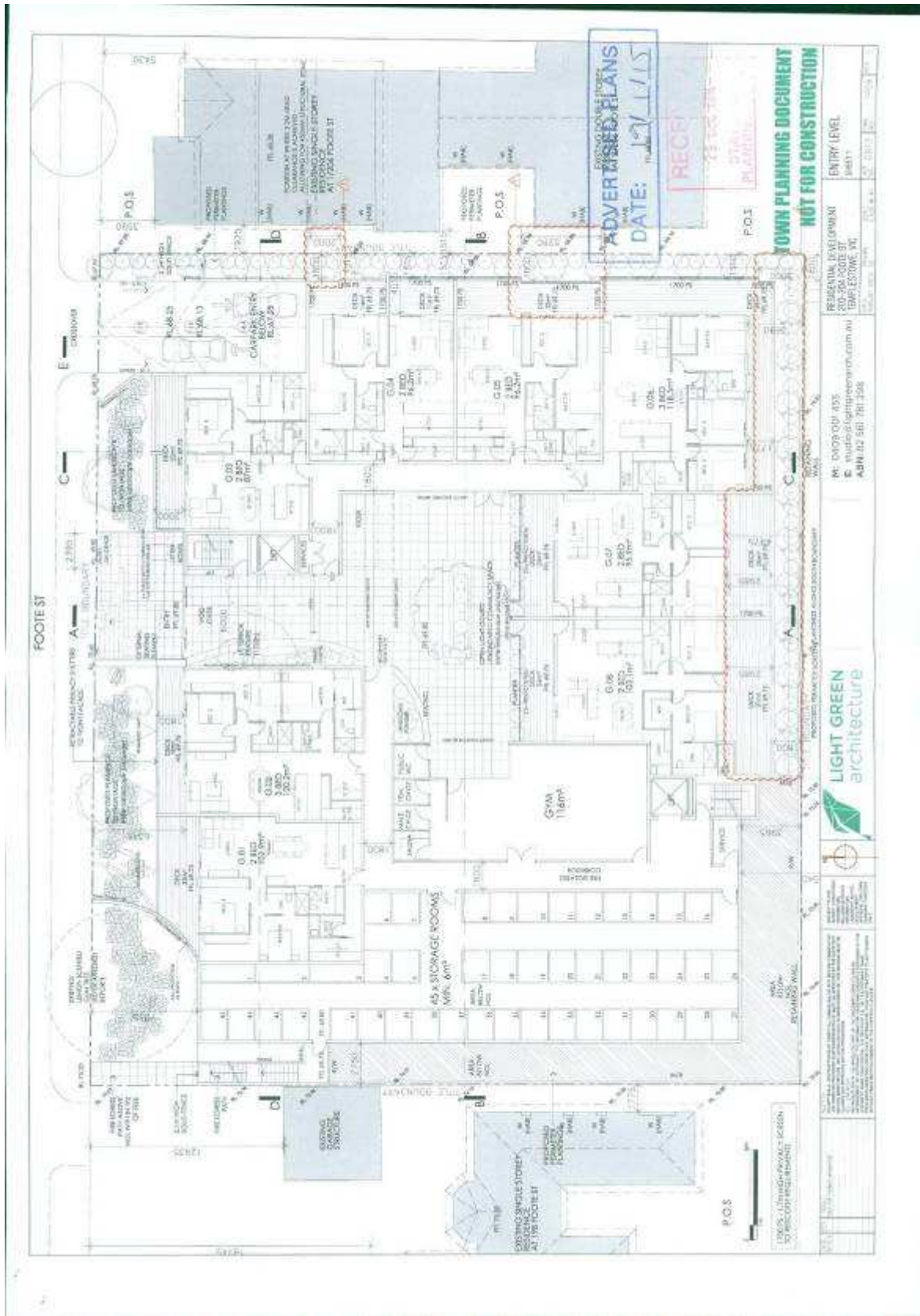
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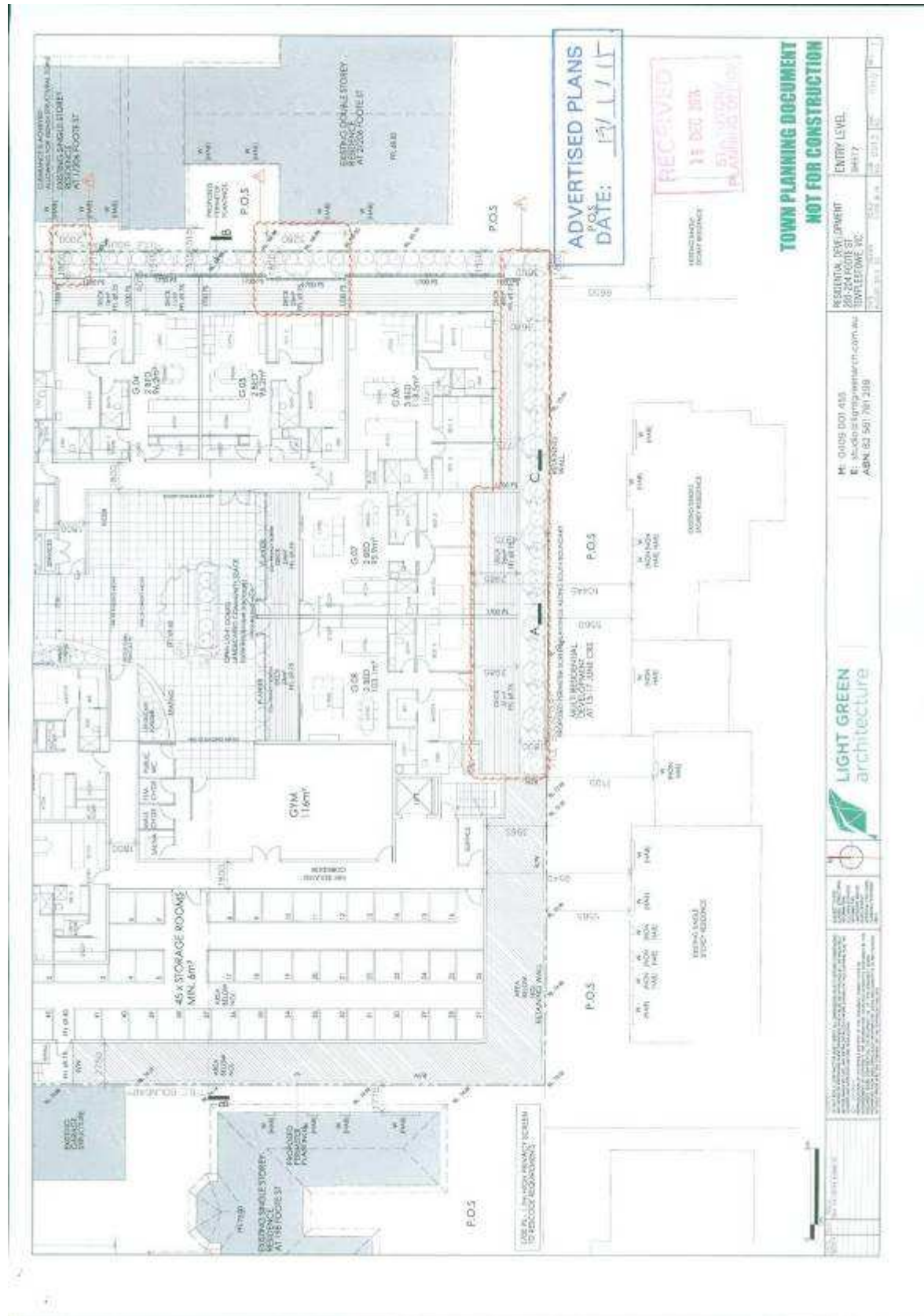
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<p><b>LIGHT GREEN architecture</b></p>	<p>DESIGN RESPONSE</p>

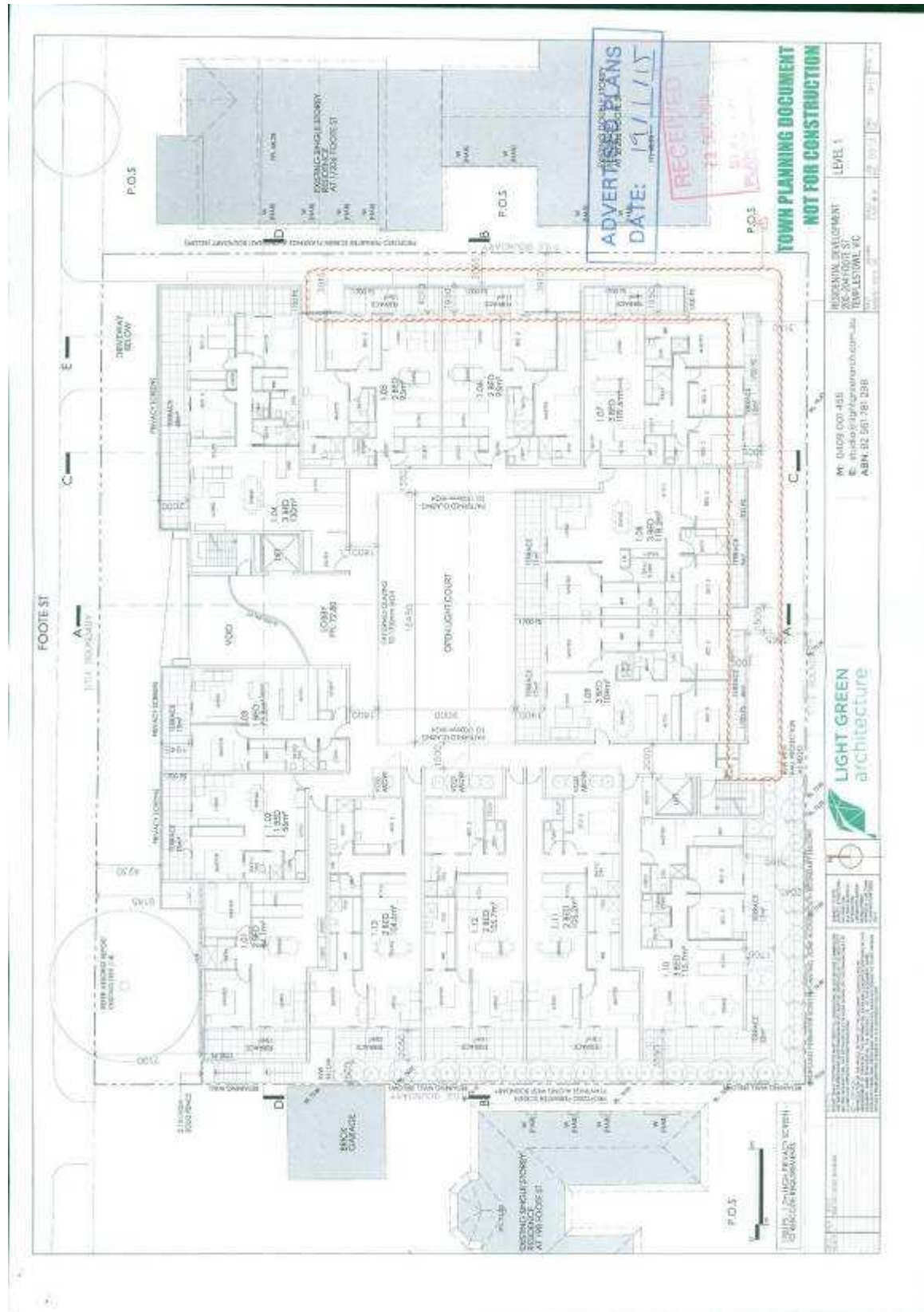


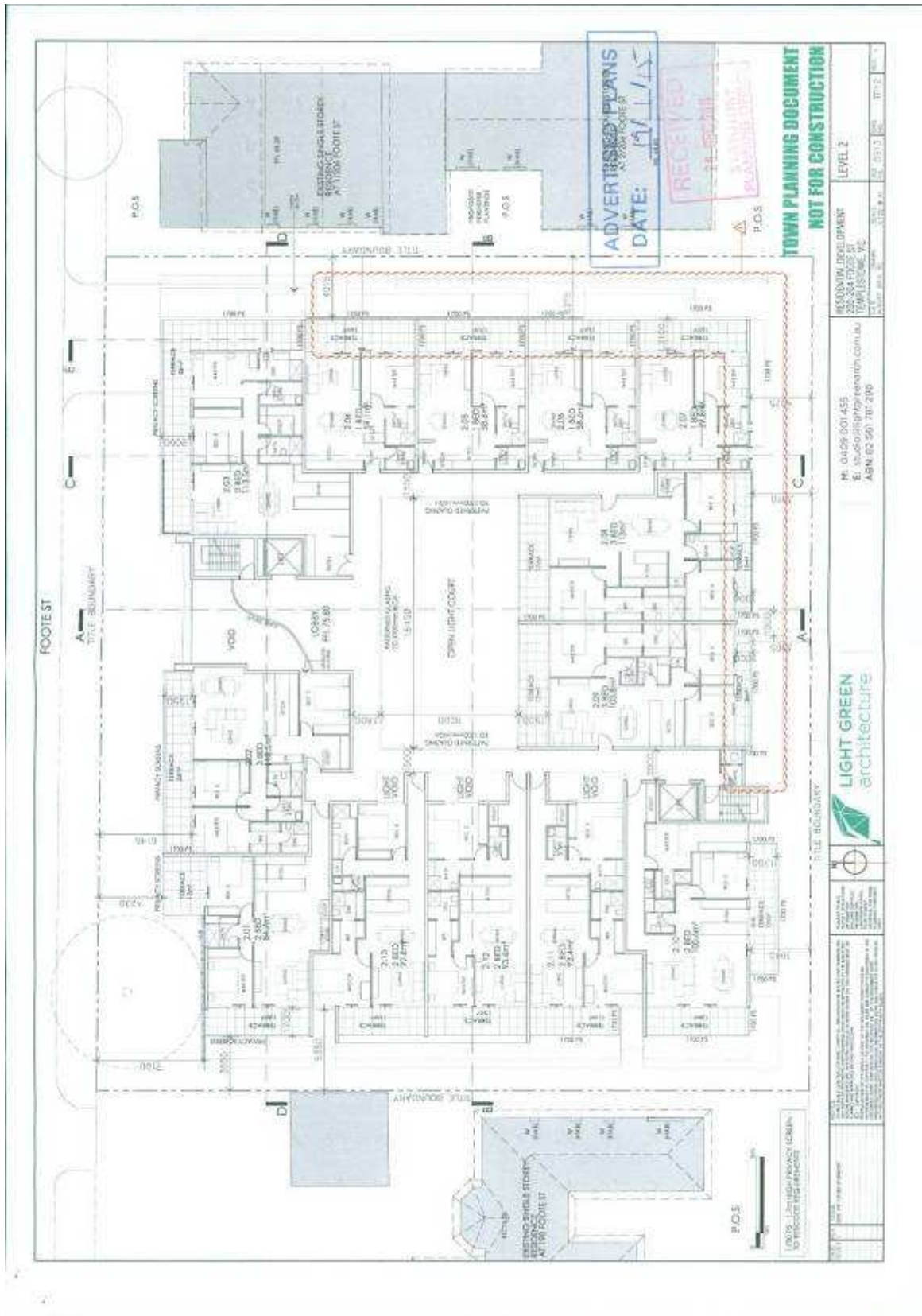













**ADVERTISED PLANS**  
 AT 3:00 PM TUESDAY 15/11/15  
 DATE: 15/11/15  
 RECEIVED  
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**TOWN PLANNING DOCUMENT**  
**NOT FOR CONSTRUCTION**

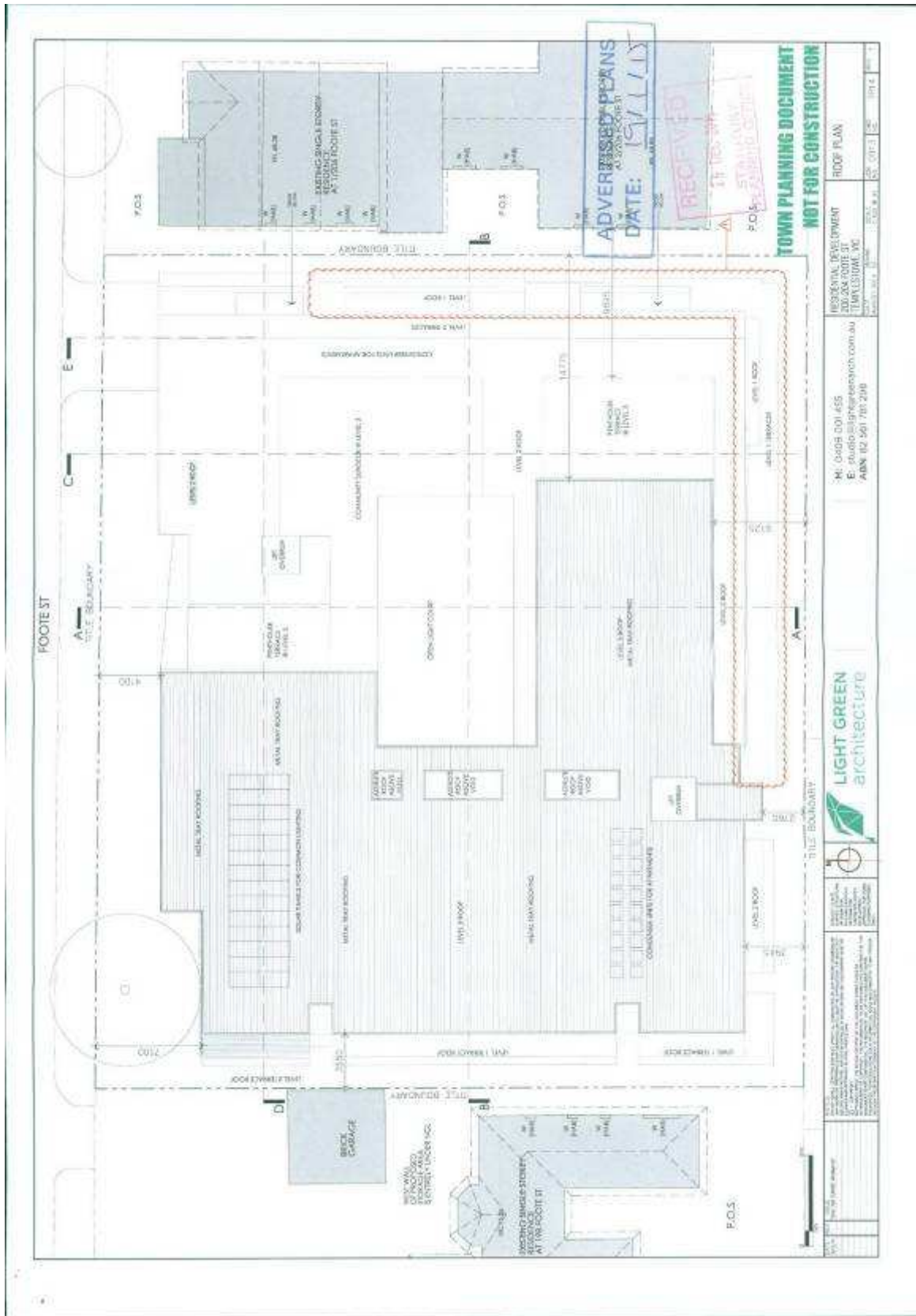
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 TEMPERLEURE VIC  
 3009  
 DRAWN BY: E. TEMPERLEURE  
 CHECKED BY: E. TEMPERLEURE  
 DATE: 15/11/15

W: DICKI COLLES  
 E: hudson@lightgreenarchitecture.com.au  
 ABN: 62 561 781 258

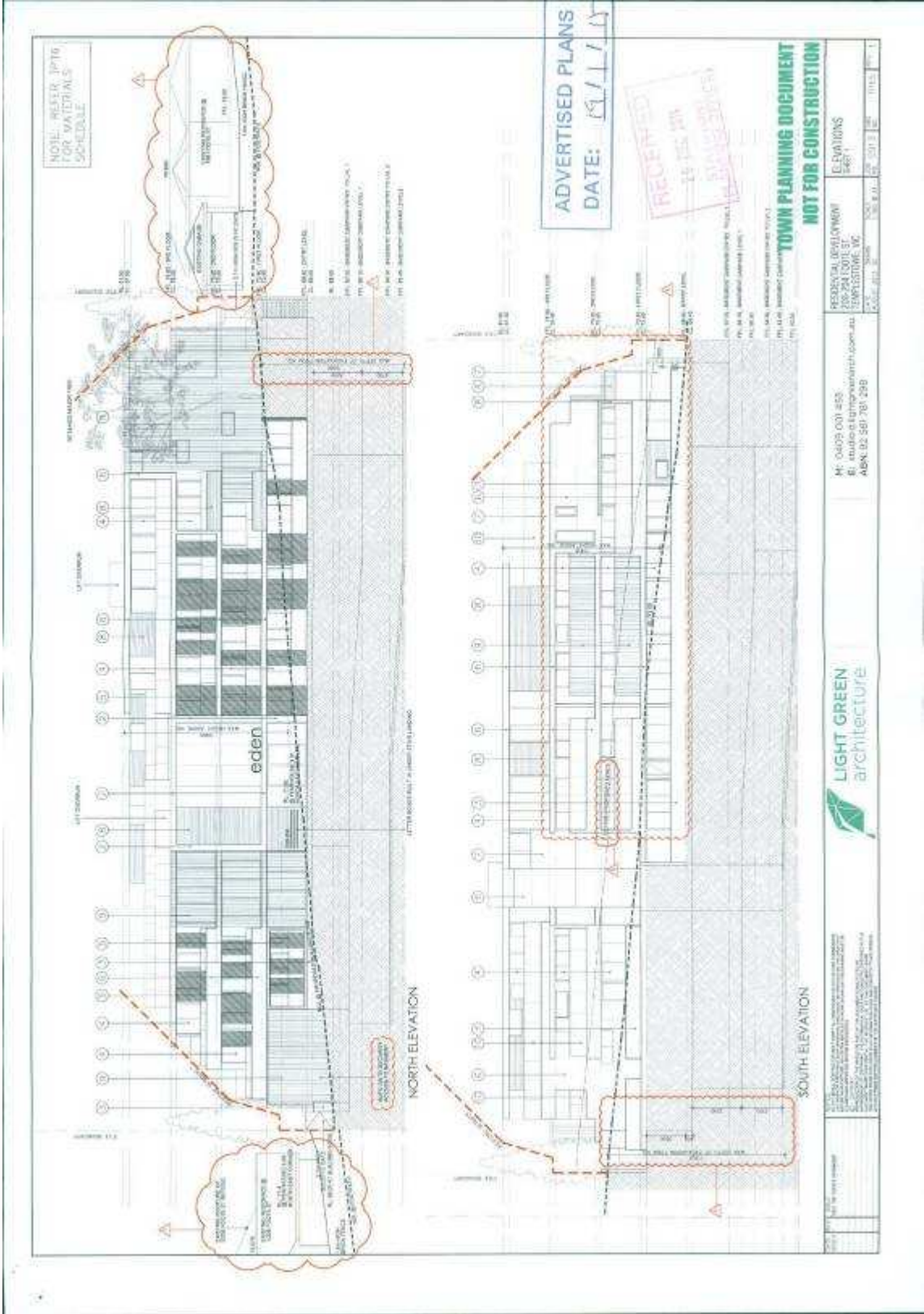

**LIGHT GREEN**  
 architecture

LIGHT GREEN ARCHITECTURE (INCORPORATED) LTD  
 15/150 GARDEN STREET, MURFEEVILLE VIC 3009  
 TEL: 03 9487 8888  
 WWW.LIGHTGREENARCHITECTURE.COM.AU  
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THE PLAN IS TO BE USED IN ACCORDANCE WITH THE TOWN PLANNING ACT 1988 AND THE TOWN PLANNING REGULATIONS 1988.  
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 THE PLAN IS TO BE USED IN ACCORDANCE WITH THE TOWN PLANNING ACT 1988 AND THE TOWN PLANNING REGULATIONS 1988.







**EXTERNAL MATERIALS SCHEDULE**

1	2	3	4	5	6	7	8	9	10	10a
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**EXTERNAL MATERIALS SCHEDULE**  
REFER TO EXISTING MATERIALS SCHEDULE & LEGEND FOR DETAILED MATERIAL SPECIFICATIONS.

- 1. FRAMED GLASS BALCONY
- 2. METAL PANEL CONCRETE
- 3. ALUMINUM WINDOW FRAME
- 4. GLASS WINDOW PANEL
- 5. GLASS WINDOW PANEL
- 6. METAL PANEL CONCRETE
- 7. METAL PANEL CONCRETE
- 8. METAL PANEL CONCRETE
- 9. METAL PANEL CONCRETE
- 10. METAL PANEL CONCRETE
- 10a. METAL PANEL CONCRETE

**ADVERTISED PLANS**  
**DATE:** 11/11/15

**EAST ELEVATION**

**WEST ELEVATION**

**TOWN PLANNING DOCUMENT**  
**NOT FOR CONSTRUCTION**

**RESEARCH DEVELOPMENT**  
ELEVATIONS  
3882

**PROJECT INFORMATION**  
155-500-01-01  
155-500-01-01  
155-500-01-01

**CLIENT**  
155-500-01-01  
155-500-01-01  
155-500-01-01

**DATE**  
11/11/15

**SCALE**  
1/8" = 1'-0"

**PROJECT**  
155-500-01-01  
155-500-01-01  
155-500-01-01

**REVISIONS**

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMITTING	11/11/15
2	ISSUED FOR PERMITTING	11/11/15
3	ISSUED FOR PERMITTING	11/11/15
4	ISSUED FOR PERMITTING	11/11/15
5	ISSUED FOR PERMITTING	11/11/15
6	ISSUED FOR PERMITTING	11/11/15
7	ISSUED FOR PERMITTING	11/11/15
8	ISSUED FOR PERMITTING	11/11/15
9	ISSUED FOR PERMITTING	11/11/15
10	ISSUED FOR PERMITTING	11/11/15

**LIGHT GREEN architecture**

**ADVERTISED PLANS**  
DATE: 19/11/15

REVISIONS  
1. 15/11/15  
2. 16/11/15  
3. 17/11/15

REVISIONS  
1. 15/11/15  
2. 16/11/15  
3. 17/11/15

**TOWN PLANNING DOCUMENT**  
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RESIDENTIAL DEVELOPMENT  
200-204 LINDSEY ST  
TEMPERLETT VIC 3093

MR. GREGORY ASS.  
E. gregory@lightgreenarch.com.au  
4849 93 561 781 298

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**SECTION A**

**SECTION B**

SECTION E - THROUGH CARPARK ENTRY RAMP  
LOOKING WEST

SECTION C

SECTION D

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DATE: 17/11/15

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19 OCT 2015  
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PROJECT INFORMATION  
PROJECT NAME: RESIDENTIAL DEVELOPMENT 200-204 FORT ST TEMPESTOWA, VIC  
PROJECT NO: 15/00162  
DATE: 17/11/15

CLIENT INFORMATION  
CLIENT NAME: MR. DAVID COO 425  
CLIENT ADDRESS: 15/00162  
CLIENT PHONE: 08 9501 791 246

ARCHITECT INFORMATION  
ARCHITECT NAME: LIGHT GREEN architecture  
ARCHITECT ADDRESS: 15/00162  
ARCHITECT PHONE: 08 9501 791 246

SCALE: 1:100

DATE: 17/11/15

DRAWN BY: [Name]

CHECKED BY: [Name]

APPROVED BY: [Name]

PROJECT NO: 15/00162

DATE: 17/11/15

SCALE: 1:100

DATE: 17/11/15





SHADOW VIEWS  
LANDSCAPED OPEN  
LAND SURVEY  
INFORMATION BY  
SITE  
2012 FURNISH USED  
BOSCH TECHNIK

SEP 22 - 1PM

SEP 22 - 2PM

SEP 22 - 3PM

ADVERTISED PLANS  
DATE: / /

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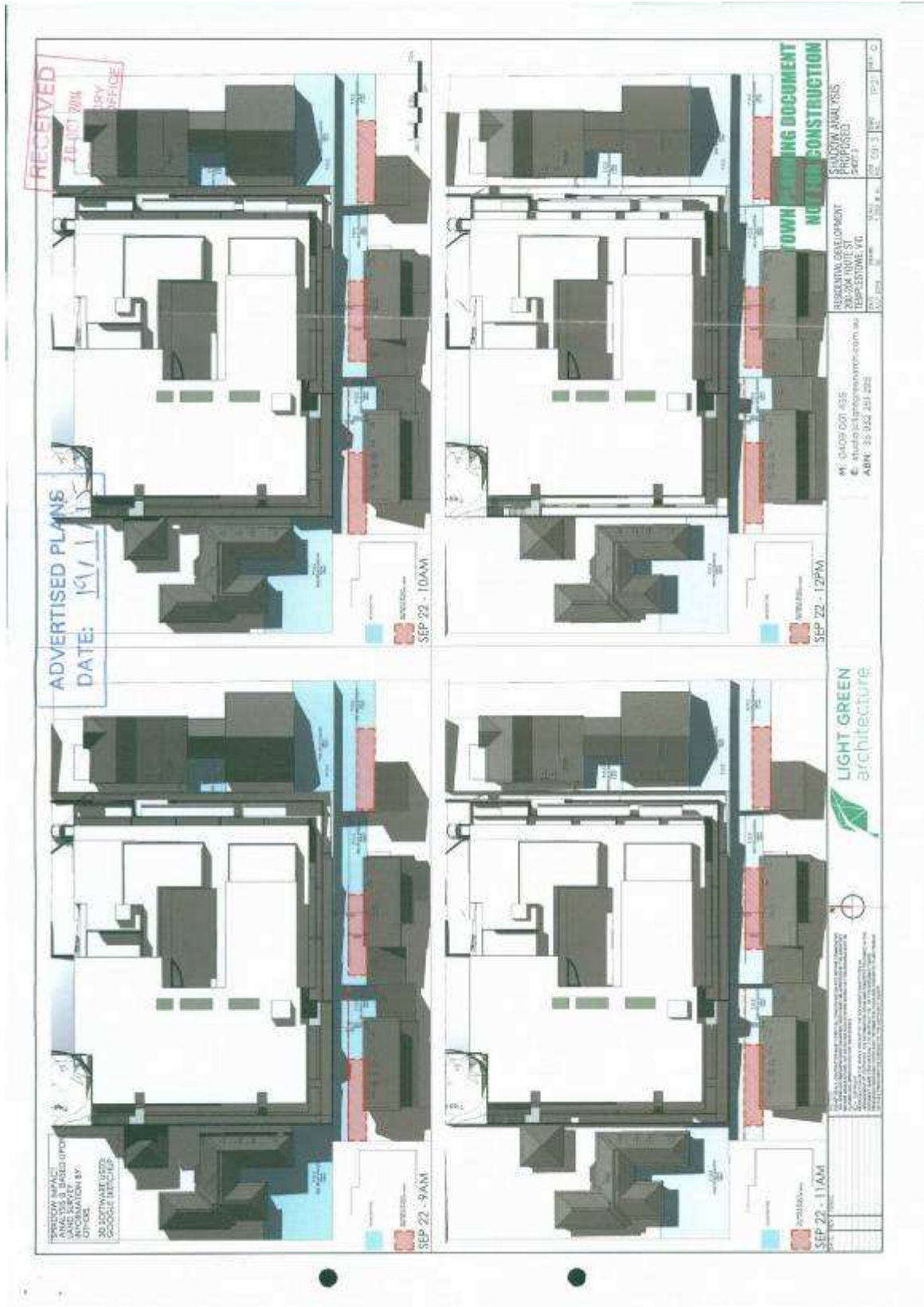
TOWN PLANNING DOCUMENT  
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SCANNED BY: SHARON ANALYSIS  
DATE: 20 OCT 2014  
TIME: 10:02:00  
PAGE: 1 OF 1

M. GALT, C.D.I. 455.  
E: mgalt@lightgreenarchitecture.com  
ABN: 25 942 257 295

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architecture

Light Green Architecture Pty Ltd  
10/110 St. Marys Rd.  
St. Marys NSW 2770  
Australia  
Tel: 61 61 455 257 295  
Fax: 61 61 455 257 295  
Email: mgalt@lightgreenarchitecture.com  
www.lightgreenarchitecture.com





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DATE: 19/11/15

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PROFORM (P)01 (P)016  
200/204 (P)02 (S)  
TEMPLETON, VIC  
9407 4

NO. 0499 001 455  
E: studio@lightgreenarch.com.au  
ABN: 35 933 261 395

SEP 22 - 2PM

SEP 22 - 1PM

SEP 22 - 3PM

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PROFORM (P)01 (P)016  
200/204 (P)02 (S)  
TEMPLETON, VIC  
9407 4

NO. 0499 001 455  
E: studio@lightgreenarch.com.au  
ABN: 35 933 261 395

SEP 22 - 2PM











SEP 22 - 1PM

SEP 22 - 3PM

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NOTE: Ref architectural drawing package on page TP10 for specified location of material


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 23 DEC 2014  
 COMMENTS  
 SUPPLEMENTAL

MATERIAL SWATCH	CODE	APPLICATION / LOCATION	SUPPLIER	PRODUCT INFORMATION	COMMENTS
	1	Balcony balustrades & Entry Glass Wall Ref Pg TP10	T.B.C	Toughened Frameless Glass as per Building codes & Standards	
<b>ADVERTISED PLANS</b> <b>DATE:</b> 1/1/15					
	2	Main Entrance Feature	Rimax Specialised Metals	1.2mm Thick s/steel Mirror with Pressed Square or Round Shapes Code 1250 Gold	
	2a	Penthouse Wall & Soffit	Rimax Specialised Metals	1.2mm Thick s/steel Mirror with Pressed Square or Round Shapes Code 1250 Gold Unfinished Satin	
	3	Natural Precast Concrete Ref Pg TP10	-	Exposed Feature Concrete Polished Finish	
	4	Apartments & Penthouses Ref Pg TP10	Caprol (or Similar)	Simline Architectural Glazing System (Floor to Ceiling) Colour: powder coat in Charcoal	
	5	Selected sliding Patterned Screens Ref Pg TP10	Locker Group or SEEA metal mesh	3mm Thick Aluminium Perforated Screens With Custom Pattern T.B.C (ref coloured elevation) P/Qual to match	Leaf Pattern T.B.C
	6	Slab Edges Building Feature Ref Pg TP10	Alucabond/Vitra Bond (or Similar)	4mm Thick Aluminium Composite Panels Colour: Dark Bronze Code: VB1990	
	7	External Paint on FC Steel Ref Pg TP10	Dulux	Dulux Exterior Paint Colour: 'Monk' GRE	Colour to be Similar T.B.A
	8	Feature Walls Ref Pg TP10	Alucabond/Vitra Bond (or Similar)	Timber Look 4mm Thick Aluminium Composite Panels Colour: Spotted Gum	
	9	Vertical timber battens	Blowood (or similar)	50mm x50mm approx. Colour: weatherwood	
	10	Patterned Privacy Glass	Hblington or similar	Toughened Frameless Glass with patten motif, as per Building codes & Standards	To 1700mm high

DATE: 11/11/14

BY: [Signature]

FOR: [Signature]



M: 0439 024 455  
 E: info@lightgreenarchitecture.com.au  
 A/PO: 02 961 781 200

RESIDENTIAL DEVELOPMENT  
 20-24 HOVE ST  
 THIRLBY NSW

REV: 004  
 DATE: 02/09/15  
 BY: [Signature]

RESIDENTIAL DEVELOPMENT  
200-204 FOOTE STREET, TEMPLESTOWE

LANDSCAPE WORKS  
TOWN PLANNING ISSUE



DRAWING SCHEDULE  
 LA-0000 TOWN & CEMETARY SCHEDULE  
 LA-0001 LICENSING PLANT SCHEDULE  
 LA-0002 GROUND FLOOR LANDSCAPE & PLANTING PLAN  
 LA-0003 FIRST FLOOR LANDSCAPE & PLANTING PLAN  
 LA-0004 THIRD FLOOR LANDSCAPE & PLANTING PLAN  
 LA-0005 MATERIALS/PRECEDENTS  
 LA-0006 ALTERNATIVE ENTRY OPTION

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ADVERTISED PLANS  
 DATE: 19/1/15

63  
 YOU DIG  
 THE DIGGING COMPANY  
 100-102 WILSON ST  
 MELBOURNE VIC 3000  
 PH: 03 9594 1111  
 WWW.YOUDIG.COM.AU

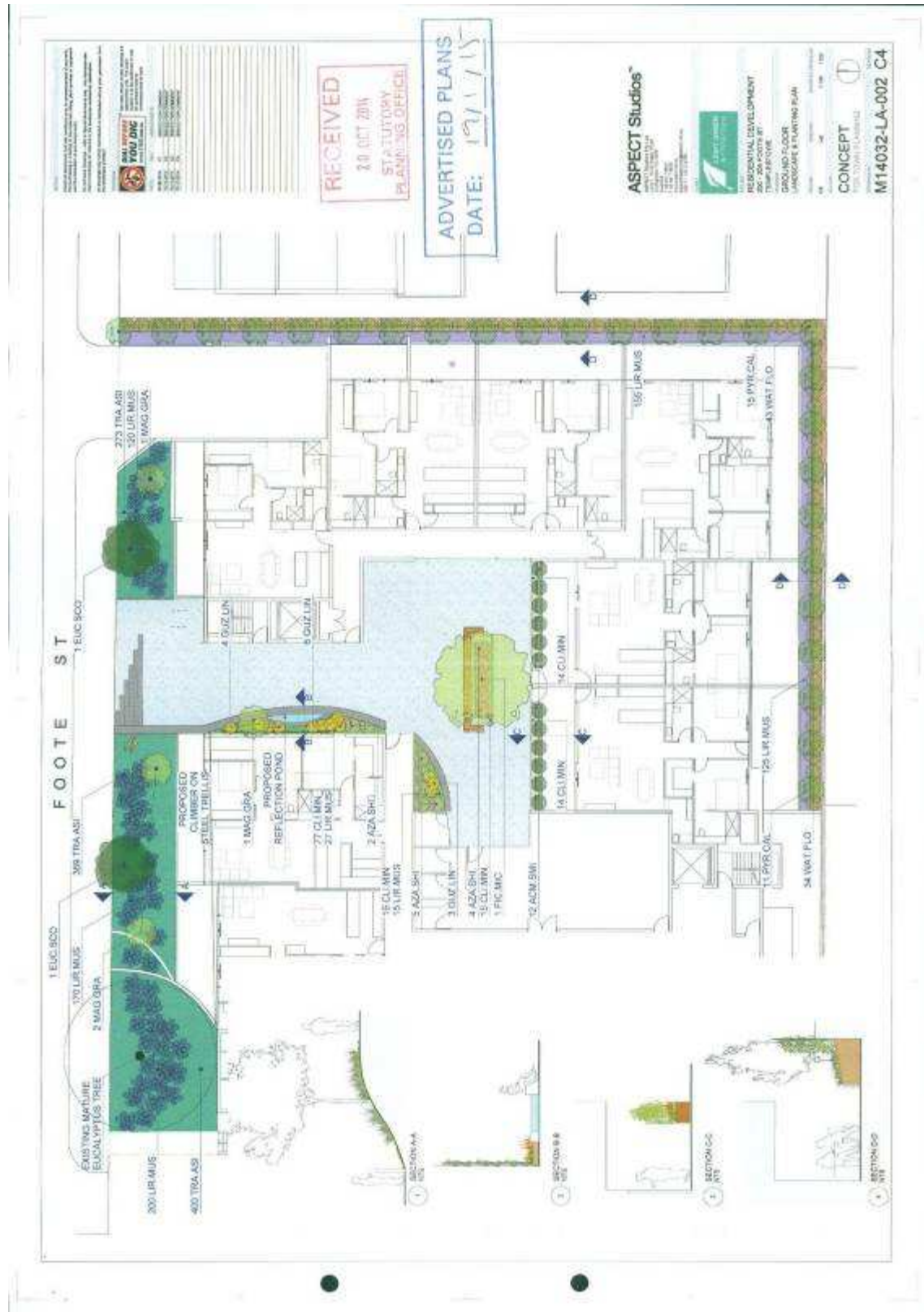
ASPECT Studios™  
 100-102 WILSON ST  
 MELBOURNE VIC 3000  
 PH: 03 9594 1111  
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RESIDENTIAL DEVELOPMENT  
 200-204 FOOTE ST  
 TEMPLESTOWE  
 LOCATION PLAN  
 & DRAWING SCHEDULE

CONCEPT  
 FOR TOWN PLANNING

M14/032-LA-000 C4











**PAVEMENTS**






ROUNDED EXPOSED AGGREGATE PAVING      JOINTED EXPOSED AGGREGATE PAVING      HONED EXPOSED AGGREGATE PAVING

**WATER FEATURES**




REFLECTION POND - ENTRANCE      EDGE TERRACE

**CLIMBING STRUCTURE**



**SCULPTURE**



**ADVERTISED PLANS**  
DATE: 5/1/11

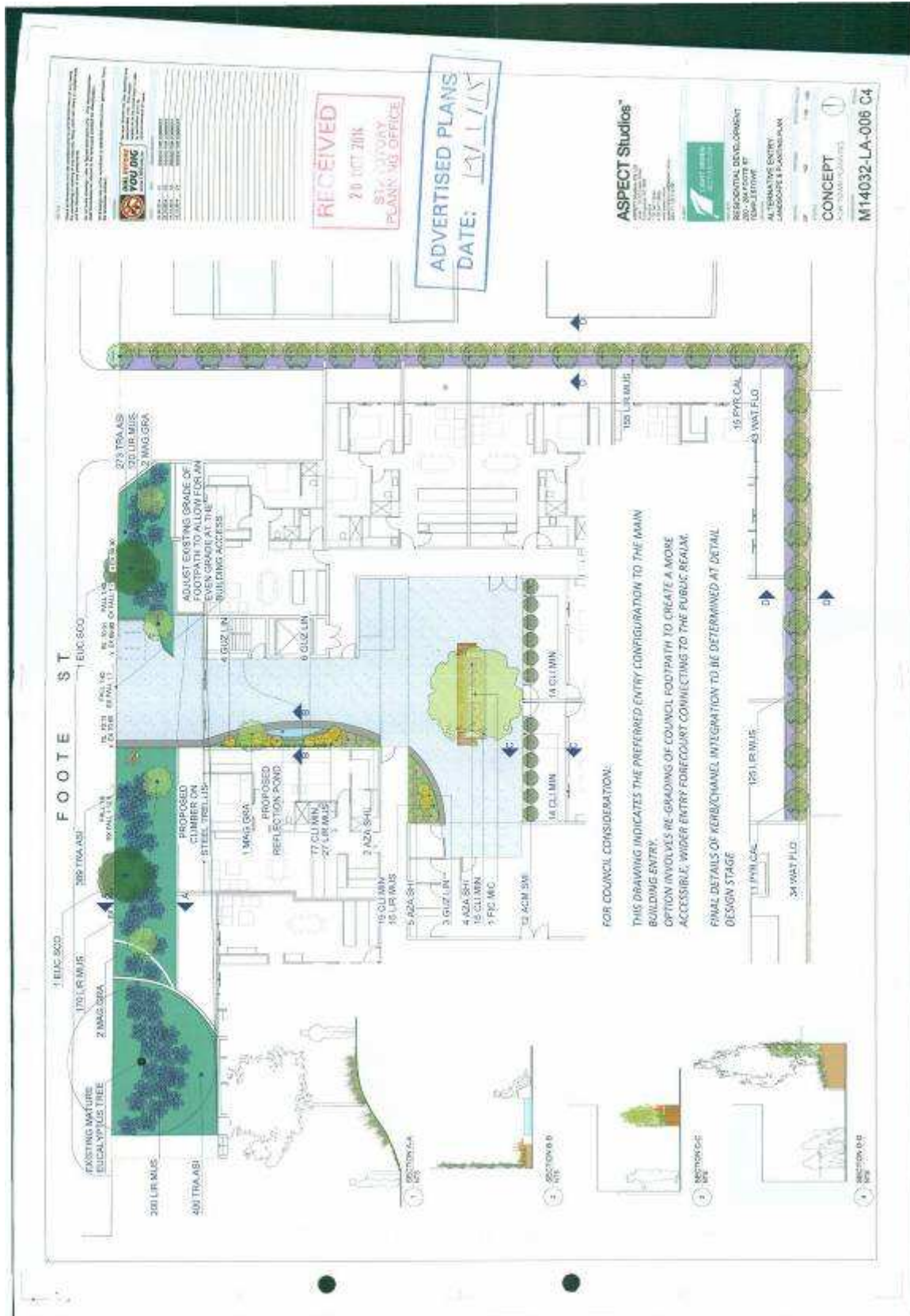
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**ASPECT Studios**  
ARCHITECTURE  
280 - 2040781 ST  
VANCOUVER, BC  
V6V 2K6  
TEL: 604-273-2222  
WWW.ASPECTSTUDIOS.COM

**RESIDENTIAL DEVELOPMENT**  
280 - 2040781 ST  
VANCOUVER, BC  
WATERBALSAPRECEPTS

**CONCEPT**  
Plan Code Number:  
M14032-LA-005 C4





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20 OCT 2014

NORTH ELEVATION

SOUTH ELEVATION

ADVERTISED PLANS  
DATE: 14/11/14

NOTE: ORIGINICAL ELEVATIONS ARE REFERENCED ONLY TO IDENTIFY COLOUR / MATERIAL INTENT, TO BE READ IN CONJUNCTION WITH TP-15/17/15

TOWN PLANNING DOCUMENT  
NOT FOR CONSTRUCTION

<small>RESIDENTIAL BUILDING ELEVATIONS</small>	<small>PROJECT REFERENCE</small>	<small>DATE</small>
<small>300-304 FOOOTE ST MORRISTOWN, VIC</small>	<small>1500-1502</small>	<small>14/11/14</small>

<small>Mr: 0409 006 485 E: <a href="mailto:info@lightgreenarch.com.au">info@lightgreenarch.com.au</a> ABN: 55 632 231 799</small>	
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20 OCT 2014  
STATISTICAL  
PLANNING OFFICE

ADVERTISED PLANS

DATE: 17/11/15



EAST ELEVATION



WEST ELEVATION

**NOTE:** GRAPHICAL ELEVATIONS ARE REFERENCE ONLY TO ILLUSTRATE COLOUR / MATERIAL INTENT. TO BE USED IN CONJUNCTION WITH TDS/TP/B.

TOWN PLANNING DOCUMENT  
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M. 0400 000 455  
E. [enquiries@lightgreenarch.com.au](mailto:enquiries@lightgreenarch.com.au)  
ABN: 35 532 751 285

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RESIDENTIAL DEVELOPMENT  
TIMBERLOOM PT  
LOT 1001  
COVE ROAD  
5501 BAY  
VIC 30013  
12/14

## **8.2 Planning Application PL14/024694 - Construction of three (3) residential buildings comprising sixty-nine (69) apartments with associated basement car parking at 175-179 Blackburn Road & 37 Churchill Street, Doncaster East, removal of access from a Road Zone Category 1 (RDZ1) and removal of the easement along the western boundary of 175 Blackburn Road, Doncaster East**

Responsible Director: Director Planning & Environment

File No. PL14/024694

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

<b>Land:</b>	175-179 Blackburn Road & 37 Churchill Street, Doncaster East
<b>Zone</b>	Residential Growth Zone 2 (RGZ2) General Residential Zone Schedule 2 (GRZ2) Schedule 8 to the Design & Development Overlay (DD08)
<b>Applicant:</b>	Metropol Planning Solutions Pty Ltd
<b>Ward:</b>	Koonung
<b>Melway Reference:</b>	48B1 & 48C1
<b>Time to consider:</b>	26 September 2015

### **SUMMARY**

*The subject site consists of five (5) residential lots, being:*

- *175 Blackburn Road, Doncaster East (2 lots)*
- *177 Blackburn Road, Doncaster East*
- *179 Blackburn Road, Doncaster East*
- *37 Churchill Street, Doncaster East.*

*The total site area is 3975 square metres.*

*It is proposed to develop the site with three (3) residential apartment buildings comprising sixty-nine (69) apartments. The car parking provision is 99 car spaces, which complies with the Manningham Planning Scheme.*

*The proposal also consists of altering access to Blackburn Road (removing the existing two crossovers) and removing the easement burdening the western boundary of 175 Blackburn Road.*

*The application was advertised and attracted twenty-one (21) objections.*

*The application was amended pursuant to Section 57A of the Planning and Environment Act 1987 to address officer concerns. The re-notification of the amended application attracted a further three (3) objections.*

*Grounds of objection include: traffic concerns, insufficient car parking provision, out of character, overdevelopment/density, overshadowing, overlooking/loss of privacy.*

*It is considered that the application is an example of the innovative and high quality architecture contemplated by the Manningham Planning Scheme for this site. On the basis that the proposal will have a positive impact on the Blackburn Road, Churchill Street and Leura Street streetscapes, without having any unreasonable amenity impacts on surrounding residents, it is proposed to support the application subject to a series of planning permit conditions as contained in the proposed Notice of Decision to Grant a Planning Permit.*

## **1 BACKGROUND**

- 1.1 The subject site is 175-179 Blackburn Road and 37 Churchill Street, Doncaster East.
- 1.2 The lots are legally described, as follows:
  - 1.2.1 175 Blackburn Road, Doncaster East (Lot 1, Lot 2 on TP 443265C)
  - 1.2.2 177 Blackburn Road, Doncaster East (Lot 63 on LP51794)
  - 1.2.3 179 Blackburn Road, Doncaster East (Lot 62 on LP51794)
  - 1.2.4 37 Churchill Street, Doncaster East (Lots 1-6 on RP651).
- 1.3 The site is configured in a reverse L-shape. Four of the above five lots front Blackburn Road comprising a total boundary length of 70 metres. The site extends along Leura Street, to the north, for a distance of 33.5 metres. Along Churchill Street, the site has a southern boundary of 61.3 metres. The north-east and south-east corners of the site are splayed.
- 1.4 A deeper road reservation adjoins lots 177-179 Blackburn Road, in comparison to 175 Blackburn Road.
- 1.5 With the highest part of the site at its south-west corner, the contours of the site fall in a north-easterly direction by up to 4.5 metres. The lowest part of the site is adjacent to the north-east corner – across the Leura Street frontage.
- 1.6 The site is constrained by a number of easements:
  - 1.6.1 A 2.44 metre drainage and sewerage easement extends along the western boundary of 177 & 179 Blackburn Road
  - 1.6.2 A 1.83 metre wide drainage and sewerage easement runs along the western boundary of 175 Blackburn Road
  - 1.6.3 A 1.83 metre wide drainage and sewerage easement runs along the northern boundary of 175 Blackburn Road and 37 Churchill Street.
- 1.7 All lots comprising the site are presently used for residential purposes. Lots fronting Blackburn Road comprise singular, single storey brick dwellings positioned centrally on their respective lots. Some notable characteristics include:
  - 1.7.1 The dwelling at No. 175 Blackburn Road sprawls centrally across two allotments and is surrounded by a number of outbuildings and other structures, such as shade sails. Vehicular access is obtained from the access across the corner splay at the south-

west corner of the lot. A large Elm tree is visually prominent along the Churchill Street and Blackburn Road frontages. Much of the built form is concealed from street view by 2 metre high, timber paling fencing which extends across both Churchill and Blackburn Road streetscapes.

- 1.7.2 177 Blackburn Road has vehicular access to Blackburn Road. The dwelling is screened by the established Paperbark tree sitting forward within the road reserve and a solid brick fence which sits within the frontage of the site forward of the dwelling. Secluded open space is to the side and rear. A Peppermint Gum tree is located within a couple of metres of the boundary common with 2 Leura Street.
- 1.7.3 179 Blackburn Road achieves vehicular access from a crossover along Leura Street at the north-west corner of the site. Across its Blackburn Road frontage, the dwelling is screened by a series of medium to large sized canopy trees, including a Liquid Amber. The lot presents more openly to Leura Street from where it is apparent there is a lengthy, rectangular shaped dwelling with attached garage, where it adjoins its western boundary. The dwelling and garage are raised by about 1 metre from the footpath level.. A low level retaining wall lines the front property boundary. Adjacent to its western boundary, the level difference is managed by a landscape, rock retaining wall.
- 1.8 The lot at 37 Churchill Street features three, attached, single storey brick, residential units with a common vehicular accessway. Access is via a crossover along the eastern side of the frontage. A low level picket fence lines the front boundary of this lot. The lot size is 846 square metres.
- 1.9 There are also a range of utilities in the nature strip forward of the site, including electricity/light poles along all frontages.
- 1.10 A number of street trees of various specimens, heights, maturities and condition are located along the various frontages.
- 1.11 A bus stop is positioned forward of the site outside of 175 Blackburn Road, Doncaster East.
- 1.12 The site has boundaries common with three (3) private properties, as follows:

Direction	Address	Description
West	No. 2 Leura Street	<ul style="list-style-type: none"> <li>• The lot is 738 sqm (approx).</li> <li>• The eastern and southern boundaries of the lot abut the site.</li> <li>• The lot accommodates one single storey, brick dwelling with a gable roof. The dwelling is setback by 9.8 metres from Leura Street.</li> <li>• An attached garage is positioned to the east of the</li> </ul>

Direction	Address	Description
		<p>dwelling. The garage extends along the common boundary with the site. Vehicular access is via a crossover at the eastern end of the frontage.</p> <ul style="list-style-type: none"> <li>• A low level brick retaining wall lines the front boundary. An open lawn area characterises the front setback. Low level planting is positioned adjacent to the boundary common with the site, abutting the retaining wall and adjacent to the dwelling.</li> <li>• A large established street tree is positioned forward of the site.</li> <li>• Secluded private open space is situated along both sides of the dwelling, both to its east and west, as well as to the south of the dwelling.</li> <li>• A site inspection of this lot has confirmed that a raised deck adjoins the eastern side of the dwelling providing direct access from the living and kitchen area. The deck is covered by an open structure which is shown on proposed plans.</li> <li>• Open space situated on the western side of the dwelling is primarily used as a service yard area.</li> <li>• South of the dwelling comprises an open lawn area with small trees. A large vegetable patch is situated along the southern boundary.</li> <li>• 1.6 metre high boundary fencing in reasonable condition is situated along the boundaries common with the site.</li> </ul>

Direction	Address	Description
North-west	No. 4 Leura Street	<ul style="list-style-type: none"> <li>• The lot is 754 sqm (approx).</li> <li>• It adjoins the boundary common with the site for a length of no more than 6 metres (where it abuts 37 Churchill Street).</li> <li>• The lot accommodates one single storey, brick dwelling with a hipped tiled roof.</li> <li>• An attached garage is situated to the west of the dwelling. Vehicle access is obtained by a crossover at the western end of the frontage.</li> <li>• The secluded private open space of the lot adjoins the site comprising an open lawn area.</li> <li>• The front setback to this lot consists of a 1 metre high retaining wall which retains a raised, lawn front yard. A number of small to medium sized canopy trees, including a larger Liquid Amber are located forward of the dwelling.</li> <li>• An immature Council Street tree is positioned in the nature strip forward of the site.</li> </ul>
West	35 Churchill Street	<ul style="list-style-type: none"> <li>• The dwelling at Unit 2 and the common property associated with Unit 2 &amp; 3 comprise the abuttal to the west of 37 Churchill Street.</li> <li>• Unit 2 consists of a lot parcel approximately 182 sqm (approx)</li> <li>• The common property area equates to 172sqm (approx) and comprises a driveway servicing Units 2 and 3, complemented by landscaping.</li> </ul>



Direction	Address	Description
		<ul style="list-style-type: none"> <li>• The dwelling at Unit 2/35 Churchill Street consists of a double storey brick dwelling with a hipped tiled roof.</li> <li>• At ground level, the dwelling is setback by 1.2 metres. As the dwelling is cut into natural ground level, the ground level, east facing windows, have no direct outlook to the site. Rather their outlook is 2 metre boundary fencing that extends along the eastern boundary (the boundary common with the site). In the area opposite the dwelling, an additional 400mm lattice screen sits atop existing high level fencing.</li> <li>• At its upper level, the Unit is setback by a minimum of 2 metres at its northern end. This increases to 2.5 metres (centrally) and by up to 3.18 metres at its southern end.</li> <li>• A number of windows are positioned across the eastern elevation of this dwelling at both ground and upper level none of which have an outlook to the site.</li> <li>• Secluded private open space is positioned to the north and comprises a paved courtyard.</li> </ul>

1.13 The pattern of development around the subject site features rectangular shaped lots which are typically 700+ square metres. While the majority of lots along Leura and Churchill Streets remain developed with single dwellings, there is an emerging level of multi-unit applications being made to Council in the immediate vicinity of the site. Some approvals have been granted, some are currently under construction (5 Leura Street) and some have been constructed. The abutting lot to the west, 35 Churchill Street, is an example of this.

1.14 The existing landscape character of the surrounding area is characterised by open front gardens. Vegetation coverage varies but most lots have scattered canopy trees of either local or foreign provenance. Due to the undulating topography, particularly across Leura Street, retaining measures such as walls or rocks are used to manage the natural topography. Along Leura

Street, particularly along the south side, low level retaining walls are a feature and often act as front fencing defining front title boundaries.

- 1.15 Blackburn Road is an arterial road and a Road Zone Category 1 Road under the jurisdiction of the Roads Authority (VicRoads). In the vicinity of the site, Blackburn Road operates as a single carriageway providing for two lanes of traffic in a north-south direction. Parking along Blackburn Road is generally unrestricted but constrained due to the location of the bus stop adjacent to 175 Blackburn Road. The speed limit in the section adjacent to the site is 70 km/h.
- 1.16 A concrete footpath is positioned within the road reservation between Blackburn Road and the site. Adjacent to 175 Blackburn Road, there is a strip of land about 1.3 metres wide between the footpath and the property boundary. Adjacent to 177-179 Blackburn Road, the property boundary directly abuts the existing concrete footpath.
- 1.17 Leura and Churchill Streets are both local streets with footpaths directly abutting the property boundaries of the site.
- 1.18 Leura Street bounds the site to the north and provides an east-west connection between Blackburn Road and Dryden Street to the west. There are presently no parking restrictions along either side of Leura Street.
- 1.19 Churchill Street bounds the site to the south and extends west from Blackburn Road, looping around in a southerly direction to connect to Doncaster Road. One (1) hour parking limits restrict extended parking for non-permit holders.
- 1.20 The site is exceptionally well located to a number of Neighbourhood Activity Centres, including:
  - 1.20.1 Doncaster East Village/Donburn to the south – within 200 metres.
  - 1.20.2 Donburn to the north - 500 metres.
  - 1.20.3 Tunstall Square to the south-east – within 750 metres.
- 1.21 An extensive range of bus services are available along Blackburn Road and nearby Doncaster Road providing a range of services, including to:
  - 1.21.1 the Melbourne Central Activity District,
  - 1.21.2 train stations at Mitcham and Box Hill;
  - 1.21.3 local schools and
  - 1.21.4 inner city private schools(in some instances via Westfield Doncaster).
- 1.22 A number of community facilities are also within easy walking distance. These include:
  - 1.22.1 East Doncaster Secondary College – to the north
  - 1.22.2 Donburn Primary School – to the east
  - 1.22.3 Montgomery Precinct, including Montgomery Reserve – to the south
  - 1.22.4 Dryden Reserve to the north.

**Planning History/Application History**

- 1.23 There is no relevant planning permit history for the subject site.
- 1.24 The proposal was presented to a Sustainable Design Taskforce meeting on 22 May 2014. Advice given at this meeting was to, among other things, achieve a greater level of compliance with the Manningham Planning Scheme. In particular, Clause 21.05 Residential, the Schedule 8 to the Design and Development Overlay 8 (DD08) and Clause 52.06 Car Parking.
- 1.25 Following the public notification of the application in January 2015, it was reiterated to the permit applicant that numerous concerns remained with the proposal. Outstanding concerns were highlighted by several of the twenty-one objectors to the initial application.
- 1.26 Referral advice received from internal departments within Council, including Urban Design and Engineering, also raised issues.
- 1.27 Since April 2015, the applicant and their project team have engaged in discussions with Council's Statutory Planning department in an effort to address areas of concern.
- 1.28 On 15 June 2015, the application was amended pursuant to Section 57A of the *Planning and Environment Act 1987*. Section 57A provides for Amendments to applications after notice of an application is given. A formal amendment of this nature consists of an amendment to the proposed development plans and other supporting documents forming part of or accompanying the application. In effect, a Section 57A amendment supersedes the original proposal for a revised one.
- 1.29 Key modifications made to the proposal now before Council, include:
  - 1.29.1 A reduction in the number of apartments from 70 to 69 apartments;
  - 1.29.2 Visitor car parking provided within revised basement configurations in line with the requirements of Clause 52.06 Car Parking
  - 1.29.3 A reduction to the building site coverage (from 69% to 60.3%)
  - 1.29.4 An increased ground level, front setback to Churchill Street (Building B)
  - 1.29.5 Increased separation between Buildings B and C across the Churchill Street, southern elevation
  - 1.29.6 Reduced side setbacks of Building C to land at 35 Churchill Street
  - 1.29.7 Revised pedestrian entry locations to all Buildings, including relocating pedestrian entries to Buildings A and B from Blackburn Road rather than the respective side streets
  - 1.29.8 Changes to apartment layouts in all buildings, including balconies.
- 1.30 A description of the proposal now follows based on plans amended pursuant to Section 57A of the *Planning and Environment Act 1987*.

**2 PROPOSAL**

- 2.1 It is proposed to demolish all existing buildings on the site and remove all vegetation to construct three (3) residential apartment buildings with associated basement car parking.

- 2.2 In support of the planning application, the following documentation was submitted with the proposal:
- 2.2.1 Architectural drawings, as prepared by Orbit Solutions.
  - 2.2.2 Three dimensional colour perspective drawings, as prepared by Orbit Solutions.
  - 2.2.3 Arboricultural Report, as prepared by All Tree Consulting Services, dated March 2014.
  - 2.2.4 Landscape Plan, as prepared by John Patrick Pty Ltd, dated October 2014, as amended 10 June 2015.
  - 2.2.5 Planning Report, including Rescode Assessment, as prepared by Metropolis Planning Solutions, dated June 2015.
  - 2.2.6 Traffic Engineering Assessment, as prepared by TraffixGroup, dated June 2015.
  - 2.2.7 Sustainability Management Plan, as prepared by Sustainable Development Consultants, dated 11 June 2015.
  - 2.2.8 Waste Management Plan, as prepared by Sustainable Development Consultants, dated 11 June 2015.

#### **Apartment Building Overview**

- 2.3 In total, the proposal consists of sixty-nine (69) apartments. The majority of the apartments will be provided in Buildings A and B. A mix of one, two and three bedroom apartments will be provided across the development, with a preference for two bedroom apartments, as outlined below:

	1 Bedroom	2 Bedrooms	3 Bedrooms	Total No. of Apartments
<b>Building A</b>	1	17	9	27
<b>Building B</b>	3	27	3	33
<b>Building C</b>	0	5	4	9
<b>Total No. of Apartments</b>	4	49	16	<b>69</b>

- 2.4 In terms of their **Location** across the site:
- 2.4.1 Building A – Northern end of the site to face Blackburn Road and Leura Street;
  - 2.4.2 Building B – South-eastern end of the site to face Blackburn Road and Churchill Street;
  - 2.4.3 Building C – South-western end of the site to face Churchill Street.

- 2.5 In terms of **Storeys and Heights**:
- 2.5.1 Building A – Four Storeys & Maximum Building Height of 13.6 metres occurring across the Blackburn Road (eastern) elevation;
  - 2.5.2 Building B – Four Storeys & Maximum Building Height of 13.9 metres occurring across the Blackburn Road (eastern) elevation;
  - 2.5.3 Building C - Three Storeys & Maximum Building Height of 9.2 metres occurring at the north-western corner of the site. Across the Churchill Streetscape the building height is 8.3 metres.

- 2.6 In terms of their **Site Coverage** breakdown:

- 2.6.1 Building A – 907 square metres;
- 2.6.2 Building B – 1066 square metres;
- 2.6.3 Building C – 424 square metres;

resulting in a total site coverage of 2397 square metres. This equates to 60.3% of the total site area of 3975 square metres.

- 2.7 The Pervious Site Area is shown to be 24%.

### **Car Parking, Vehicular Access & Services**

- 2.8 A total of ninety-nine (99) on-site car parking spaces are proposed across the development.

#### **Building A**

- 2.8.1 Building A is provided with its own basement to be accessed from Leura Street, via a crossover situated at the western end of the site frontage.
- 2.8.2 A total of forty-two (42) car parking spaces are provided in Building A across two levels.
- 2.8.3 Both levels consist of twenty-one (21) spaces.
- 2.8.4 Five (5) visitor car spaces are shown at the southern end of this basement.
- 2.8.5 One “future accessible car space” is included at Basement 1.
- 2.8.6 A 17,000 litre rainwater tank is provided at Basement 1.
- 2.8.7 The finished floor level of Basement 2 is 109.5 AHD and the finished floor level of Basement 1 is 112.5 AHD.

#### **Building B and C**

- 2.8.8 Building B and C will share a basement which is to be accessed from Churchill Street, via a crossover located at the western end of the site frontage.
- 2.8.9 A total of fifty-seven (57) car parking spaces are provided within one, larger basement level.
- 2.8.10 Six (6) visitor car spaces are shown at the northern end of this basement.
- 2.8.11 Six (6) parallel car parking spaces are provided at the southern end of the basement.

2.8.12 One “future accessible car space” is included.

2.8.13 The finished floor level of the basement is 115 AHD ramping down to 114.1AHD.

2.9 Bicycle and waste storage rooms, as well as service equipment areas, are provided in both basements.

2.10 It is proposed to close all vehicular access to Blackburn Road by removing existing crossovers to 175 and 177 Blackburn Road.

### **Easement Removal**

2.11 To facilitate the construction, the existing 1.83 metre wide drainage and sewerage easement that runs along the western boundary of 175 Blackburn Road is proposed to be removed. There are understood to be no services within this easement.

### **Building Features**

#### **Materials, Colours and Finishes**

2.12 The proposed development is showcased in a series of impressive photomontages and three dimensional colour perspectives. The proposal will draw on brick, stone, concrete, timber and metal cladding across the apartment complex in their natural tones to embrace a neutral, earthy colour palette.

#### **Building Entries**

2.13 The three (3) individual buildings will have three (3) independent main points of pedestrian access.

2.14 Building A’s primary access is via Blackburn Road with a secondary, staired access point from Leura Street. The Blackburn Road entry relies on a section of road reservation about 1.7 metres wide and 2.3 metres long. Pavers are proposed in this section between the property boundary and the existing footpath along Blackburn Road.

2.15 Building B’s primary access is also from Blackburn Road to be located to the south of the existing bus stop. This access also relies on a section of Council Road reservation about 1.2 metres wide and 2.3 metres long. The area between the property boundary and the existing footpath along Blackburn Road is proposed to be paved.

2.16 Building B has further access points from Churchill Street the rest of which rely on stair access – directly to Apartments 1-01, 1-09 and 1-10 and a common entry adjacent to Building C.

2.17 Building C’s main entry is via Churchill Street adjacent to a garden lobby which separates it from Building B and its secondary entry.

2.18 No disability ramps are indicated to meet the Blackburn Road footpath.

### **Building Setbacks**

#### **Building A**

2.19 The building has the following minimum wall setbacks to site boundaries:

2.19.1 **Northern boundary** to Leura Street:

a) Basement 2 – 5 metres

- b) Basement 1 – 5 metres
- c) Ground Level – 6 metres
- d) Level 1 – 6 metres
- e) Level 2 – 6 metres
- f) Level 3 – 9.6 metres.

2.19.2 **Eastern Boundary** to Blackburn Road:

- a) Basement 2 – 3 metres
- b) Basement 1 – 3 metres
- c) Ground Level – 2.5 metres
- d) Level 1 – 2.3 metres
- e) Level 2 – 2.4 metres
- f) Level 3 – 4.2 metres.

2.19.3 **Western boundary** to 2 Leura Street:

- a) Basement 2 – 4.1 metres
- b) Basement 1 – 4.1 metres
- c) Ground Level – 4.2 metres
- d) Level 1 – 3.9 metres
- e) Level 2 – 7.6 metres
- f) Level 3 – 10.9 metres.

**Building B**

2.20 The building has the following minimum setbacks to site boundaries:

2.20.1 **Southern boundary** to Churchill Street

- a) Basement – 4.1 metres
- b) Ground Level – 6 metres
- c) Level 1 – 6 metres
- d) Level 2 – 6 metres
- e) Level 3 – 8.9 metres.

2.20.2 **Eastern Boundary** to Blackburn Road:

- a) Basement – 2.5 metres
- b) Ground Level – 5 metres
- c) Level 1 – 5 metres
- d) Level 2 – 5 metres
- e) Level 3 – 9.1 metres.

**Building C**

2.21 The building has the following minimum setbacks to site boundaries:

2.21.1 **Southern boundary** to Churchill Street

- a) Basement – 4 metres
- b) Ground Level – 6 metres
- c) Level 1 – 6 metres
- d) Level 2 – 8 metres

2.21.2 **Western Boundary** to 35 Churchill Street:

- a) Basement – 2.5 metres
- b) Ground Level – 3 metres
- c) Level 1 – 3 metres
- d) Level 2 – 5.8 metres.

**Private Open Space**

- 2.22 Courtyard style open spaces of varying sizes are provided to apartments at ground level. While most apartments are provided with a minimum of eight (8) square metres of secluded private open space in the form of a balcony, there are some exceptions. Apartment 2-02 in Building B, for example, is proposed to have 6 square metres of open space with a minimum dimension of 1.3 metres.

**Communal Open Space**

- 2.23 An internal common area is proposed to the north of Buildings B and C featuring a raingarden, a variety of layered landscaping treatments and passive recreational areas, including in-built outdoor furniture.

**Landscaping**

- 2.24 The site is proposed to be re-landscaped in accordance with the landscape plan of John Patrick, as amended on 10 June 2015.
- 2.25 The landscape plan showcases a variety of native and non-native species, including large canopy trees, across the site. Of note:
- 2.25.1 The use of Red Box species, which can reach upwards of 15 metres at maturity, within the front setback of Building A and at corner locations to the west of Building C.
  - 2.25.2 Lightwood and Weeping Lilly Pillys in the section between Building A and the western boundary (abuttal with No. 2 Leura Street).
  - 2.25.3 Lightwood and Blackwood species marking either side of the entry to Building B complemented by the use of Crepe Myrtles.
  - 2.25.4 Native Frangipanis across the Churchill streetscape immediately forward of Building B.
  - 2.25.5 The use of Flame trees, projected to reach 6 metres at maturity, in the section between Building C and the western boundary (abuttal with No. 35 Churchill Street).
  - 2.25.6 Weeping Lilly Pillys in the section between Building C and the northern boundary (abuttal with No. 2 Leura Street).
  - 2.25.7 Either side of the pedestrian walkway within the internal common area is to be landscaped. A combination of low level plants atop planter boxes will be used. Feature ornamental canopy tree



planting, including the use of Flame trees and Weeping Lilly Pillys are also proposed.

### **3 PRIORITY/TIMING**

- 3.1 The statutory time for considering a planning application is 60 days.
- 3.2 Amending the application pursuant to Section 57A of the *Planning and Environment Act 1987* has “restarted” the statutory clock.
- 3.3 Therefore, allowing for the time taken to advertise the application, the statutory time lapses on 26 September 2015.

### **4 RELEVANT LEGISLATION**

- 4.1 The *Planning and Environment Act 1987 (the Act)* is the relevant legislation governing planning in Victoria. The Act identifies subordinate legislation in the form of Planning Schemes to guide future land use and development.
- 4.2 Section 60 of the Act outlines what matters a Responsible Authority must consider in the determination of an application. Before deciding on an application, the Responsible Authority must consider:
  - the relevant planning scheme, in this case being the Manningham Planning Scheme; and
  - the objectives of planning in Victoria; and
  - all objections and other submissions which it has received and which have not been withdrawn; and
  - any decision and comments of a referral authority which it has received; and
  - any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development; and
  - any significant social effects and economic effects which the responsible authority considers the use or development may have.
- 4.3 Section 61(4) of the Act makes specific reference to covenants. The subject site is not burdened by any covenant.
- 4.4 It is further noted that the subject land is also not encumbered by any Section 173 Agreements.

### **5 MANNINGHAM PLANNING SCHEME**

#### **Zoning**

- 5.1 Recalling that five individual legal titles constitute the site, the zoning of the site is affected by two (2) different residential land use zones. Those being:
  - 5.1.1 Residential Growth Zone, Schedule 2 (RGZ2) – 175-179 Blackburn Road, Doncaster East;
  - 5.1.2 General Residential Zone, Schedule 2 (GRZ2) – 37 Churchill Street, Doncaster East.

- 5.2 Land with a Blackburn Road frontage, i.e. to the north, south and east of the site is zoned RGZ2.
- 5.3 Land to the west along both Churchill and Leura Streets is contained within the GRZ2.
- 5.4 A planning permit is required to construct two or more dwellings on a lot in both of the two aforementioned residential zones.
- 5.5 The purpose of the Residential Growth Zone relates primarily to providing housing at increased densities, encouraging a diversity of housing types and encouraging a scale of development that provides a transition between areas of more intensive use and development and areas of restricted housing growth.
- 5.6 The RGZ provides for, at Clause 32.07-7 of the Scheme, a maximum building height of 13.5 metres unless the slope of the natural ground level at any cross section wider than 8 metres of the site of the building is 2.5 degrees or more, in which case the height of the building should not exceed 14.5 metres.
- 5.7 The purpose of the General Residential Zone is more moderate than the RGZ. It seeks to:
- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
  - To encourage development that respects the neighbourhood character of the area
  - To implement neighbourhood character policy and adopted neighbourhood character guidelines.
  - To provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.
  - To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.
- 5.8 An assessment for buildings and works for two or more dwellings is required under the provisions of Clause 55 of the Manningham Planning Scheme.
- 5.9 The purpose of Clause 55 is generally to provide well designed dwellings with considered regard to internal amenity, while at the same time, maintaining the amenity and character of the locality, with particular emphasis on the amenity of adjoining residents.

#### **Overlays**

- 5.10 The site is affected by the Design and Development Overlay Schedule 8 (DDO8) of the Manningham Planning Scheme
- 5.11 The Design Objectives of the DD08 are:
- *To increase residential densities and provide a range of housing types around activity centres and along main roads.*

- *To encourage development that is contemporary in design that includes an articulated built form and incorporates a range of visually interesting building materials and façade treatments.*
  - *To support three storey, 'apartment style', developments within the Main Road subprecinct and in sub-precinct A, where the minimum land size can be achieved.*
  - *To support two storey townhouse style dwellings with a higher yield within subprecinct B and sub-precinct A, where the minimum land size cannot be achieved.*
  - *To ensure new development is well articulated and upper storey elements are not unduly bulky or visually intrusive, taking into account the preferred neighbourhood character.*
  - *To encourage spacing between developments to minimise a continuous building line when viewed from a street.*
  - *To ensure the design and siting of dwellings have regard to the future development opportunities and future amenity of adjoining properties.*
  - *To ensure developments of two or more storeys are sufficiently stepped down at the perimeter of the Main Road sub-precinct to provide an appropriate and attractive interface to sub-precinct A or B, or other adjoining zone.*
  - *Higher developments on the perimeter of sub-precinct A must be designed so that the height and form are sufficiently stepped down, so that the scale and form complement the interface of sub-precinct B or other adjoining zone.*
  - *To ensure overlooking into adjoining properties is minimised.*
  - *To ensure the design of carports and garages complement the design of the building.*
  - *To ensure the design of basement and undercroft car parks complement the design of the building, eliminates unsightly projections of basement walls above natural ground level and are sited to allow for effective screen planting.*
  - *To create a boulevard effect along Doncaster Road and Manningham Road by planting trees within the front setback that are consistent with the street trees.*
  - *To encourage landscaping around buildings to enhance separation between buildings and soften built form.*
- 5.12 Planning permission is required for buildings and works which must comply with the requirements set out in either Table 1 or Table 2 of the Schedule.
- 5.13 There is a range of policy requirements outlined in this control under the headings of building height and setbacks, form, car parking and access,
- 5.14 It is noted that:
- 5.14.1 Lots known as 175-179 Blackburn Road are contained within the Main Roads Sub-Precinct;

5.14.2 No. 37 Churchill Street is located within DDO8-3 Sub-Precinct B.

**State Planning Policy Framework (SPPF)**

- 5.15 Clause 15.01-1 (Urban Design) seeks to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity. Strategies towards achieving this are identified as follows:
- *Promote good urban design to make the environment more liveable and attractive.*
  - *Ensure new development or redevelopment contributes to community and cultural life by improving safety, diversity and choice, the quality of living and working environments, accessibility and inclusiveness and environmental sustainability*
  - *Require development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate.*
  - *Ensure transport corridors integrate land use planning, urban design and transport planning and are developed and managed with particular attention to urban design aspects*
  - *Encourage retention of existing vegetation or revegetation as part of subdivision and development proposals.*
- 5.16 Clause 15.01-4 (Design for Safety) seeks to improve community safety and encourage neighbourhood design that makes people feel safe. The strategy identified to achieve this objective is to ensure the design of buildings, public spaces and the mix of activities contribute to safety and perceptions of safety.
- 5.17 Clause 15.01-5 (Cultural Identity and Neighbourhood Character) seeks to recognise and protect cultural identity, neighbourhood character and sense of place. The clause emphasises the importance of neighbourhood character and the identity of neighbourhoods and their sense of place. Strategies towards achieving this are identified as follows:
- Ensure development responds and contributes to existing sense of place and cultural identity.
  - Ensure development recognises distinctive urban forms and layout and their relationship to landscape and vegetation.
  - Ensure development responds to its context and reinforces special characteristics of local environment and place.
- 5.18 Clause 15.02-1 (Energy and Resource Efficiency) seeks to encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.
- 5.19 Clause 16.01-1 (Integrated Housing) seeks to promote a housing market that meets community needs. Strategies towards achieving this are identified as follows:

- *Increase the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations.*
  - *Ensure housing developments are integrated with infrastructure and services, whether they are located in existing suburbs, growth areas or regional towns.*
- 5.20 Clause 16.01-2 (Location of Residential Development) seeks to locate new housing in or close to activity centres and employment corridors and at other strategic redevelopment sites that offer good access to services and transport. Strategies towards achieving this are identified as follows:
- *Increase the proportion of housing in Metropolitan Melbourne to be developed within the established urban area, particularly at activity centres, employment corridors and at other strategic sites, and reduce the share of new dwellings in greenfield and dispersed development areas.*
  - *In Metropolitan Melbourne, locate more intense housing development in and around Activity centres, in areas close to train stations and on large redevelopment sites.*
  - *Encourage higher density housing development on sites that are well located in relation to activity centres, employment corridors and public transport.*
  - *Facilitate residential development that is cost-effective in infrastructure provision and use, energy efficient, incorporates water efficient design principles and encourages public transport use.*
- 5.21 Clause 16.01-4 (Housing Diversity) seeks to provide for a range of housing types to meet increasingly diverse needs. Strategies towards achieving this are identified as follows:
- *Ensure housing stock matches changing demand by widening housing choice, particularly in the middle and outer suburbs.*
  - *Encourage the development of well-designed medium-density housing which respects the neighbourhood character.*
  - *Improves housing choice.*
  - *Makes better use of existing infrastructure.*
  - *Improves energy efficiency of housing.*
  - *Support opportunities for a wide range of income groups to choose housing in well serviced locations.*
- 5.22 Clause 16.01-5 (Housing affordability) seeks to deliver more affordable housing closer to jobs, transport and services.
- 5.23 The proposal is considered to be consistent with the objectives of the State Planning Policy Framework.

**Local Planning Policy Framework (LPPF)**

**Municipal Strategic Statement (Clause 21)**

- 5.24 Clause 21.03 (Key Influences) identifies that future housing need and residential amenity are critical land-use issues. The MSS acknowledges that there is a general trend towards smaller household size as a result of an aging population and smaller family structure which will lead to an imbalance between the housing needs of the population and the actual housing stock that is available.
- 5.25 This increasing pressure for re-development raises issues about how these changes affect the character and amenity of our local neighbourhoods. In meeting future housing needs, the challenge is to provide for residential redevelopment in appropriate locations, to reduce pressure for development in more sensitive areas, and in a manner that respects the residential character and amenity valued by existing residents.
- 5.26 Clause 21.05 (Residential) outlines the division of Manningham into four Residential Character Precincts. The precincts seek to channel increased housing densities around activity centres and main roads where facilities and services are available. In areas which are removed from these facilities a lower intensity of development is encouraged. A low residential density is also encouraged in areas that have identified environmental or landscape features.
- 5.27 The site is within "Precinct 2 – Residential Areas Surrounding Activity Centres and Along Main Roads".
- 5.28 This area is aimed at providing a focus for higher density development and a substantial level of change is anticipated. Future development in this precinct is encouraged to:
- *Provide for contemporary architecture and achieve high design standards*
  - *Provide visual interest and make a positive contribution to the streetscape*
  - *Provide a graduated building line from side and rear boundaries*
  - *Minimise adverse amenity impacts on adjoining properties*
  - *Use varied and durable building materials*
  - *Incorporate a landscape treatment that enhances the overall*
- 5.29 Within this precinct, there are three sub-precincts which each stipulate different height, scale and built form outcomes to provide a transition between each sub-precinct and adjoining properties, primarily those in Precinct 1 – Residential Areas Removed from Activity Centres and Main Roads.
- 5.30 The three sub-precincts within Precinct 2 consist of:
- Sub-precinct – Main Road (DDO8-1)*** is an area where three storey (11 metres) 'apartment style' developments are encouraged on land with a minimum area of 1,800m<sup>2</sup>. Where the land comprises more than one lot, the lots must be consecutive lots which are side by side same sub-precinct. All development in the Main Road sub-precinct should have a maximum site coverage of 60 percent.

Higher developments on the perimeter of the Main Road sub-precinct should be designed so that the height and form are sufficiently stepped down, so that the scale and form complement the interface of sub-precinct A or B, or other adjoining zone.

**Sub-precinct A (DDO8-2)** is an area where two storey units (9 metres) and three storey (11 metres) 'apartment style' developments are encouraged. Three storey, contemporary developments should only occur on land with a minimum area of 1800m<sup>2</sup>. Where the land comprises more than one lot, the lots must be consecutive lots which are side by side and have a shared frontage. The area of 1800m<sup>2</sup> must all be in the same sub-precinct. In this subprecinct, if a lot has an area less than 1800m<sup>2</sup>, a townhouse style development proposal only will be considered, but development should be a maximum of two storeys. All development in Sub-precinct A should have a maximum site coverage of 60 percent.

Higher developments on the perimeter of sub-precinct A should be designed so that the height and form are sufficiently stepped down, so that the scale and form complement the interface of sub-precinct B, or other adjoining zone.

**Sub-precinct B (DDO8-3)** is an area where single storey and two storey dwellings only will be considered and development should have a maximum site coverage of 60 percent. There is no minimum land area for such developments.

5.31 While the majority of the site is located within **Sub-Precinct – Main Road (DDO8-1)**, No. 37 Churchill Street is contained within **Sub-Precinct B (DDO8-3)**.

5.32 Clause 21.05-2 Housing contains the following objectives:

- To accommodate Manningham's projected population growth through *urban consolidation, infill developments and Key Redevelopment Sites*.
- *To ensure that housing choice, quality and diversity will be increased to better meet the needs of the local community and reflect demographic changes.*
- *To ensure that higher density housing is located close to activity centres and along main roads in accordance with relevant strategies.*
- *To promote affordable and accessible housing to enable residents with changing needs to stay within their local neighbourhood or the municipality.*
- *To encourage development of key Redevelopment Sites to support a diverse residential community that offers a range of dwelling densities and lifestyle opportunities.*
- *To encourage high quality and integrated environmentally sustainable development.*

5.33 The strategies to achieve these objectives include:

- *Ensure that the provision of housing stock responds to the needs of the municipality's population.*
  - *Promote the consolidation of lots to provide for a diversity of housing types and design options.*
  - *Ensure higher density residential development occurs around the prescribed activity centres and along main roads identified as Precinct 2 on the Residential Framework Plan 1 and Map 1 to this clause.*
  - *Encourage development to be designed to respond to the needs of people with limited mobility, which may for example, incorporate lifts into three storey developments*
- 5.34 Clause 21.05-4 (Built form and neighbourhood character) seeks to ensure that residential development enhances the existing or preferred neighbourhood character of the residential character precincts as shown on Map 1 to this Clause.
- 5.35 The strategies to achieve this objective include:
- *Require residential development to be designed and landscaped to make a positive contribution to the streetscape and the character of the local area.*
  - *Ensure that where development is constructed on steeply sloping sites that any development is encouraged to adopt suitable architectural techniques that minimise earthworks and building bulk.*
  - *Ensure that development is designed to provide a high level of internal amenity for residents.*
  - *Require residential development to include stepped heights, articulation and sufficient setbacks to avoid detrimental impacts to the area's character and amenity.*
- 5.36 Clause 21.10 (Ecologically Sustainable Development) highlights Council's commitment to ESD and outlines a number of ESD principles to which regard must be given. These are:
- Building energy management
  - Water sensitive design
  - External environmental amenity
  - Waste management
  - Quality of public and private realm
  - Transport

#### **Local Planning Policy**

- 5.37 Clause 22.08 (Safety through urban design) applies to all land in Manningham. It endeavours to provide and maintain a safer physical environment for those who live in, work in or visit the City of Manningham. The policy seeks attractive, vibrant and walkable public spaces where crime, graffiti and vandalism is minimised.



- 5.38 Clause 22.09 (Access for disabled people) also applies to all land in Manningham. It seeks to ensure that people with a disability have the same level of access to buildings, services and facilities as any other person. The policy requires the needs of people with a disability to be taken into account in the design of all proposed developments.

**Particular Provisions**

- 5.39 Clause 52.02 (Easements, Restrictions and Reserves) is relevant to this application. A planning permit is required before a person proceeds under Section 23 of the *Subdivision Act 1988* to create, vary or remove an easement or restriction or vary or remove a condition in the nature of an easement in a Crown grant.
- 5.40 Before deciding on an application made pursuant to this Clause, Council must consider the interests of affected people.
- 5.41 Clause 52.06 (Car Parking) is relevant to this application. Pursuant to Clause 52.06-5, car parking is required to be provided at the following rate:
- 1 space for 1 and 2 bedroom dwellings
  - 2 spaces for 3 or more bedroom dwellings
  - 1 visitor space to every 5 dwellings for developments of 5 or more dwellings
- 5.42 Clause 52.06-7 outlines various design standards for parking areas that should be achieved.
- 5.43 Clause 52.29 (Land Adjacent to a Road Zone Category 1) seeks to ensure appropriate access to identified roads. A permit is required to create or alter access to a road in a Road Zone, Category 1. All applications must be referred to VicRoads for comment.
- 5.44 Clause 52.34 (Bicycle Facilities) seeks to encourage cycling as a mode of transport and provide secure, accessible and convenient bicycle parking spaces.
- 5.45 Clause 55 (Two or More Dwellings on a Lot) applies to all applications for two or more dwellings on a lot. Consideration of this clause is outlined in the Assessment section of this report.
- 5.46 Clause 65 (Decision Guidelines) outlines that before deciding on an application, the responsible authority must consider, as appropriate:
- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
  - The purpose of the zone, overlay or other provision.
  - The orderly planning of the area.
  - The effect on the amenity of the area.

**6 ASSESSMENT**

- 6.1 Council has, through its policy statements throughout the Planning Scheme, and in particular by its adoption of Schedule 8 to the Design and Development Overlay over part of this neighbourhood, created a planning

mechanism that has, and will in time, alter the existing neighbourhood character along Blackburn Road and its adjoining side streets.

- 6.2 Council's planning preference is for higher density, multi-unit developments which can include apartment style developments on larger lots. This higher density housing thereby provides for the "preferred neighbourhood character" which is guided by the design elements contained within the Schedule 8 to the Design and Development Overlay, in conjunction with an assessment against Clause 21.05 and Clause 55 – Rescode. The resultant built form is contemplated to have a more intense and less suburban outcome.
- 6.3 An apartment development across this site is generally consistent with the broad objectives of Council's planning policy outlined at Clause 21.05 of the Manningham Planning Scheme. The policy encourages urban consolidation (and apartment buildings) in this specific location due to its capacity to support change given the site's main road location and proximity to services, such as public transport. The policy anticipates a substantial level of change from the existing character of primarily single dwellings and dual occupancies which has occurred in the past.
- 6.4 The consolidation of five allotments with a combined area of 3975 square metres provides unprecedented development potential. The larger land area allows increased setbacks to compensate for a larger scale of built form in comparison to traditional medium density housing. The design response, as will soon be discussed, breaks up the built form by proposing a total of three buildings across the L-shaped site whilst maintaining good setbacks to sensitive interfaces and to street frontages.
- 6.5 Turning to the assessment of the proposal, this will now be made against the following Clauses:
- Clause 21.05, 21.10, 22.08 & 22.09
  - Schedule 8 to the Design and Development Overlay (DD08)
  - Clause 52.02 Easements, Restrictions and Reserves;
  - Clause 52.06 Car Parking;
  - Clause 52.29 Land Adjacent to a Road Zone Category 1;
  - Clause 52.34 Bicycle Facilities
  - Clause 55 Two or More Dwellings on a Lot.
  - Clause 65 Decision Guidelines

### **Local Planning Policy Assessment**

#### **Clause 21.05 Residential**

- 6.6 The development site is situated within Precinct 2 – Residential Areas Surrounding Activity Centres and Along Main Roads, where high density is encouraged. Given the site is almost an acre there is no question that the site is capable of accommodating a higher scale development.
- 6.7 Notwithstanding this opportunity, there are expectations in regards to the standard of development and what indeed constitutes a reasonable level of development.

- 6.8 The expectation of the planning policy framework is for a development to capitalise on the opportunity for a higher density built form outcome, but to do so with respect to its existing neighbourhood. Respect is evidenced by situating the built form centrally, and siting higher elements towards less sensitive interfaces, whilst providing good spacing and permeable areas along site perimeters to mitigate building bulk impacts and providing good areas in which to realise meaningful landscaping.
- 6.9 Given the large footprint of the site, the design approach has been to propose three individual built forms. This design response plays a critical role in the site offering a level of spaciousness, not only to site boundaries, but between buildings within the site. So, while a more solid building mass could have eventuated across three levels throughout the site, a different, more site responsive outcome has been proposed. That design response comprises Buildings A and B proposing a fourth level.
- 6.10 While the height limit of 11 metres is not a mandatory consideration, in a DD08 context, any fourth level to any building needs to be considered carefully given Clause 21.05's focus on three storey built form outcomes. Factors influencing a proposal exceeding the guidance provided at DD08 must account for amenity impacts, streetscape considerations and the overall architectural merit of the proposal.
- 6.11 A key element of this design response has been the siting of the fourth storey element to both Building A and B significantly away from abutting residential properties. To this end, the presence of Building C is of great assistance, while a setback of almost 11 metres is provided by Building A's top level to 2 Leura Street to the west.
- 6.12 In addition, the fourth storey element is recessed from any streetscape frontage, including Blackburn Road, an improvement made to Building A as a consequence of the Section 57A application. The result is the fourth levels of Buildings A and B do not overwhelm any adjoining property, any streetscape elevation, or even from a distance away, such as when one looks back to the site from either the north-east or south-east.
- 6.13 There is also no question the proposal provides a highly stimulating, yet cohesively designed, apartment complex with a good degree of articulation provided by a variety of treatments, including architectural framing, the use of balcony recesses and extrusions to create depth and shadow.
- 6.14 On this basis, it is considered appropriate to permit the fourth levels.
- 6.15 While the total site area permits land within the Mains Road precinct to exceed 11 metres and encourages an apartment typology, this freedom is not flexed at Clause 21.05 in respect of land within Sub Precinct B.
- 6.16 No. 37 Churchill, unlike all other allotments comprising the site, is on a strict reading of the policy supposed to be:  
*where single storey and two storey dwellings only will be considered.*
- 6.17 Building C is clearly not a two storey townhouse style development.
- 6.18 While it is possible to require the deletion of 37 Churchill Street from the development based on this policy, it is not considered necessary to do so in this instance. Building C has intentionally been designed to be of a smaller scale relative to the other Buildings. Across the streetscape elevation, this

- provides for a building that transitions comfortably to adjoining land to the west.
- 6.19 The immediately adjoining property to the west has recently completed construction – a relevant consideration when acknowledging the inability the site would have for any consolidation opportunities.
- 6.20 From an amenity impact perspective, it is also worth recognising the relatively modest footprint of Building C is realised by a shared basement arrangement with Building B. Site coverage of this building relative to the lot is less than 50% while the uppermost footprint is 61% of the level directly below. Also, the proposal avoids any reliance on boundary wall development and has no above ground setback less than 3 metres. The above is an outcome that would be highly unlikely to eventuate on a typical townhouse style development in DD08's Sub Precinct 2.
- 6.21 While there are some concerns with Building C's presentation across the western elevation, this is a matter that can be overcome by permit conditions.
- 6.22 When recognising the shared efficiencies gained by the common basement arrangement and the level of attention evidenced in the external design and internal layout of Building C, including a high level of attention to detail to its interaction with Building B, it is considered appropriate to support a three storey apartment style building, on the lot. While the proposal marginally exceeds the 9 metre mandatory height limit imposed by the DD08, this is a matter that can be addressed by permit condition.
- 6.23 In summary, subject to some minor changes, it is considered the design response is consistent with the policy aspirations for Precinct 2 Main Roads and Areas Around Activity Centres and the strategies outlined at Clause 21.05-4 by virtue of its:
- 6.23.1 High level of visual interest across all streetscape elevations;
- 6.23.2 A varied use of materials in a neutral colour palette across all elevations;
- 6.23.3 Integration of car parking requirements into the design of the buildings;
- 6.23.4 Responsiveness to the site cross fall and providing appropriate transitioning to adjoining properties;
- 6.23.5 Provision of a high level of internal amenity for residents by maximising solar access, providing larger apartment footprints, and in most cases, well configured balconies and ground level open spaces;
- 6.23.6 Provision of good setbacks which will ensure adequate permeable areas to soften the visual impact of the built form with appropriate landscaping across all elevations.
- 6.24 It is Council officers' assessment that the proposal positively addresses the policy requirements as contained within Clause 21.05 of the Manningham Planning Scheme.

#### **Clause 21.10 Ecologically Sustainable Development**

- 6.25 Council's MSS outlines ESD requirements to be incorporated into larger developments within the municipality. It is considered that by the preparation of an SMP, and minimal issues which have arisen as a result of its assessment by Council's ESD Engineer, that the proposal offers a number of positive ESD measures.

**Clause 22.08 Safety through Urban design**

- 6.26 Council's Local Planning Policy at Clause 22.08 applies to all land in the municipality and therefore has a broad range of objectives and policy requirements in relation to the design of buildings, street layout/access, lighting and car parks.
- 6.27 While a number of items are not relevant to this application, a number of the requirements in relation to building design are, including *"Buildings be orientated to maximise surveillance of entrances and exits from streets"* and *"The location of building entrances and windows maximise opportunities for passive surveillance of streets and other public spaces"*.
- 6.28 It is considered the design response is consistent with the requirements of this clause with a concerted effort made to ensure the public and private realms interact.

**Clause 22.09 Access for Disabled People**

- 6.29 The Access for Disabled People Policy is based on the Disability Discrimination Act and requires that persons with a disability have the same level of access to buildings, services and facilities as any other person. It requires that the design of new building account for the needs of persons of limited mobility.
- 6.30 The design response proposes to offer at grade access via Blackburn Road to Building A and B, albeit reliant on a small section of road reservation to achieve direct, level access from the existing footpath along Blackburn Road. It appears this has been proposed to cater to the needs of persons with limited mobility based on the ramp style access proposed, although not notated as such to the Blackburn Road footpath. This is considered to be a good outcome for persons of limited mobility and disabled persons providing this can occur.
- 6.31 Via the provision of lifts, access from the basement is possible to all levels, and therefore all apartments. It is further noted that the project architects have proposed future disabled persons car space within each basement – a total of two car spaces. Appropriately, these spaces are situated adjacent to the lift foyer providing optimal access.

**Schedule 8 to the Design and Development Overlay**

- 6.32 An assessment now follows against the design requirements of the DD08:

Design Element	Level of Compliance
<p><b>DDO8-1 (Main Road Sub-Precinct)</b></p> <ul style="list-style-type: none"> <li>11 metres provided the condition regarding minimum land size is met.</li> </ul> <p>If the condition is not met, the maximum height is 9 metres, unless</p>	<p><b>Considered Met</b></p> <ul style="list-style-type: none"> <li>The site exceeds double the minimum lot size contemplated by the DD08 – that being 1800 square metres in which to realise higher density apartment style development. The</li> </ul>

<p>the slope of the natural ground level at any cross section wider than eight metres of the site of the building is 2.5 degrees or more, in which case the maximum height must not exceed 10 metres.</p>	<p>site therefore presents an outstanding opportunity to accommodate a substantial built form outcome.</p> <ul style="list-style-type: none"> <li>• The five lots comprising the site are consecutive and are situated side by side. However, four of the five share a frontage to Blackburn Road, with 37 Churchill Street having no direct interface to the main road.</li> <li>• Blackburn Road lots are within the Main Road Sub-Precinct, the Churchill Street lot is within Sub-Precinct B.</li> <li>• There is discretion relating to maximum building heights in the Main Road precinct. While the DD08 anticipates an 11 metre height requirement, it is considered that a design response which achieves a high quality built form outcome can exceed this height. Such discretion does not exist for land within Sub Precinct B which is mandated to 9 metres.</li> <li>• By virtue of their fourth level, Buildings A and B clearly exceed the 11 metre height referenced in the DD08. These buildings are proposed to reach a height of 13.6 and 13.9 metres, respectively.</li> <li>• Due to the site's cross fall, these maximum heights satisfy the requirements of the RGZ2 which permits up to 14.5 metres.</li> <li>• Based on the design response that has been proposed, with recessive fourth storeys across streetscape elevations and good setbacks at this fourth level to sensitive residential interfaces, it is considered the design response is an appropriate one to justify the increased height. Considering the size of the site, the total internal floor area taken up by the fourth levels is considered modest (68% and 61%, respectively).</li> </ul>
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	<p>setback to the eastern boundary. Noting there is a wide road verge which will provide for a good buffer distance to Blackburn Road, the shortfall of half a metre is not considered to be critical. Notably, this encroachment occurs only at the north-eastern end of the site for a length of 8.5 metres (as it affects Apartments 0-04 and 0-05 and those directly above), and a further 3.5 metres (relating to Apartment 0-06 and those directly above). As it does not occur for the full length of the boundary, this minor encroachment into the street setback is considered appropriate.</p>
<p><b>Form</b></p> <ul style="list-style-type: none"> <li>• Ensure that the site area covered by buildings does not exceed 60 percent.</li> </ul>	<p><b>Considered Met</b></p> <ul style="list-style-type: none"> <li>• Building site coverage is 60.3% of the site area. The site coverage creeping ever so slightly over 60% is considered to be negligible.</li> </ul>
<ul style="list-style-type: none"> <li>• Provide visual interest through articulation, glazing and variation in materials and textures.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>• A simple, yet distinctive, neutral materials palette is to be utilised across all elevations of the proposed buildings to provide an articulated, yet sympathetic, built form response. Council’s Urban Designer highlights the material palette as being one that is a crucial element to the architectural language of the building. Notably, the proposal does not rely on the use of any render.</li> <li>• Drawing on the natural tones of the proposed materials will distinguish the building in a positive way. It is acknowledged, however, that the visual interest of the development may not be as stimulating without the variation in materials the proposal relies so heavily on. Council’s Urban Designer has expressly called for <i>“any building material substitutes be carefully assessed”</i>.</li> <li>• While a comprehensive package of colour perspectives and 3D images have been provided in support of the</li> </ul>



	<p>application, it is considered appropriate to require a colour schedule of materials and finishes be added to elevation plans (to provided further detail to the existing schedule) as a permit condition of any approval that should issue. This will ensure clarity in respect of colour tones and textures. <b>(Condition 4.21).</b></p>
<ul style="list-style-type: none"> <li>Minimise buildings on boundaries to create spacing between developments.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>The proposal does not seek permission to utilise any boundary to facilitate the development. This is considered to be a good outcome for adjoining properties and for the streetscape providing good spacing and opportunities for landscaping to establish and flourish.</li> <li>In addition, the three buildings within the site strike an appropriate balance of achieving a level of separation between one another without “pushing” the built form unreasonably close to any side or rear boundary. Increased internal spacing between Buildings B and C is an outcome of the Section 57A Amendment.</li> </ul>
<ul style="list-style-type: none"> <li>Where appropriate ensure that buildings are stepped down at the rear of sites to provide a transition to the scale of the adjoining residential area.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>Realising the breadth of the site, the design response has sought to minimise any unreasonable amenity impacts by proposing three individual buildings across the site.</li> <li>By virtue of the higher terrain at the southern end of the site, Building B sits higher in the context of the overall development. The proposal then steps down across the Blackburn Road (north) and Churchill Street (west) streetscapes providing a scaled transition.</li> <li>This design response is considered appropriate providing for the building mass to be concentrated at the eastern and central parts of the site. An appropriate level of stepping is provided to the western boundary</li> </ul>

	<p>where the sensitive, abutting residential interfaces occur with No. 2 Leura Street and No. 35 Churchill Street. The built form relationship between Building B and No. 2 Leura Street is also considered appropriate.</p>
<ul style="list-style-type: none"> <li>• Where appropriate, ensure that buildings are designed to step with the slope of the land.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>• As above, designing three individual buildings has provided for a site responsive design that is sympathetic to the cross fall of the land.</li> </ul>
<ul style="list-style-type: none"> <li>• Avoid reliance on below ground light courts for any habitable rooms.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>• Bedrooms do not rely on borrowed light or light wells. This is a significant positive of the overall development achieved by a clever design response that utilises separate detached buildings, rather than one large building mass.</li> </ul>
<ul style="list-style-type: none"> <li>• Ensure the upper level of a two storey building provides adequate articulation to reduce the appearance of visual bulk and minimise continuous sheer wall presentation.</li> </ul>	<p>Not applicable.</p>
<ul style="list-style-type: none"> <li>• Ensure that the upper level of a three storey building does not exceed 75% of the lower levels, unless it can be demonstrated that there is sufficient architectural interest to reduce the appearance of visual bulk and minimise continuous sheer wall presentation.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>• It is considered that the fourth levels of Buildings A and B, exhibit a high level of architectural interest which justifies the proposed fourth storey footprint. Importantly, the presence of these upper levels serves to articulate Buildings A and B, rather than result in visual bulk. This has been demonstrated across the northern, eastern and southern elevations forming part of the architectural drawings, together with the extensive and sophisticated set of photomontages and 3d imaging that has been carried out.</li> <li>• The size and layout of the upper levels of these buildings have been appropriately sited towards Blackburn Road to avoid unreasonable amenity impacts to adjoining properties to the west. It is considered the articulated setbacks to the sensitive residential</li> </ul>

	<p>interface to the west in the order of 7.6 metres at the third level and almost 11 metres at the fourth level are sufficient to mitigate any perception of visual bulk.</p> <ul style="list-style-type: none"><li>• In percentages, the uppermost level of Building A is 68% of the floor below. The uppermost levels of Building B and C are both a modest 61%.</li><li>• In terms of Building C's third level, there are some concerns observed across the western elevation, including the 2 and a half storey, stone sheer wall which continues as balustrading to the level three apartments (3-01 and 3-02). This is a 23.5 metre long wall which will presents highly prominently to the driveway of the three, recently finished townhouses at 35 Churchill Street.</li><li>• While the sensitivity of 35 Churchill's common driveway is not the same as if it adjoined secluded private open space, the spacing provided by the driveway adjacent to the common boundary exposes this elevation of the building. As the solid presentation of this built form presents visual amenity impacts to adjoining land and nearby properties (for example for those viewing the property from the west of the site along Churchill – for example if one was standing outside 26 Churchill Street), it is considered necessary to require some modifications by permit condition.</li><li>• It is observed that a row of Flame trees will be planted in the 3 metre space between ground level and the western boundary. In time, this will no doubt assist to soften the visual impact of the built form. However, this in of itself is not the answer.</li><li>• A permit condition will require the balustrading to utilise an alternative</li></ul>
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	<p>material to stone (lightweight style) to address the visual bulk concerns across the Building’s western elevation. A further condition will require that the balustrading to be recessed in by a minimum of 1.2 metres, except opposite the living room windows and doors of Apartment 3-01 and 3-02. <b>(Condition 4.5).</b></p>
<ul style="list-style-type: none"> <li>Integrate porticos and other design features with the overall design of the building and not include imposing design features such as double storey porticos.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>There are no imposing design elements and all design expressions are considered to be well integrated into the overall architecture of the building.</li> </ul>
<ul style="list-style-type: none"> <li>Be designed and sited to address slope constraints, including minimising views of basement projections and/or minimising the height of finished floor levels and providing appropriate retaining wall presentation.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>A review of the elevation and sectional drawings reveals no unsightly projection of any basement wall.</li> <li>A series of planter boxes and retaining measures are sited within the front and side setbacks to provide for appropriate measures to manage earthworks to a high standard. Clearly, a lot of care and effort has been invested to consider the manner in which potential future occupants would use the spaces immediately around and forward of the built form. The recognition of the need, the understanding of the height and location of retaining walls and planter boxes clearly illustrates the design response is of a high standard and will provide for a high level of amenity for future occupants, whilst ensuring appropriate levels of presentation and landscaping are achieved across the public realm.</li> </ul>
<ul style="list-style-type: none"> <li>Be designed to minimise overlooking and avoid the excessive application of screen devices.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>The site’s corner location enables it to avoid screening of habitable spaces for the majority of apartments. This is a great outcome from an internal amenity perspective. Where screening is applied to protect the privacy of residents it is done so in</li> </ul>

	<p>good taste.</p> <ul style="list-style-type: none"> <li>It is noted that a detailed assessment as to the appropriateness of screening applied will be discussed in response to Clause 55.04-6 of the Manningham Planning Scheme.</li> </ul>
<ul style="list-style-type: none"> <li>Ensure design solutions respect the principle of equitable access at the main entry of any building for people of all motilities.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>All buildings are to be serviced by a lift which ensures “step free” access to all apartments and the basement car parking.</li> <li>The proposed access arrangements from Blackburn Road appear to be suitable to all users and appear to enable a barrier-free approach to the front entry of Buildings A and B. This will be confirmed by permit condition <b>(Condition 4.25)</b>.</li> </ul>
<ul style="list-style-type: none"> <li>Ensure that projections of basement car parking above natural ground level do not result in excessive building height as viewed by neighbouring properties.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>Basement levels are sufficiently submerged below natural ground level so as not to present as imposing elements to the private realm.</li> </ul>
<ul style="list-style-type: none"> <li>Ensure basement or undercroft car parks are not visually obtrusive when viewed from the front of the site.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>Basement levels are sufficiently submerged below natural ground level so as not to present as imposing elements to the public realm.</li> </ul>
<ul style="list-style-type: none"> <li>Integrate car parking requirements into the design of buildings and landform by encouraging the use of undercroft or basement parking and minimise the use of open car park and half basement parking.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>The basement arrangements provide for an integrated car parking layout which will result in car parking being concealed by an automatic security door, as has been indicated on advertised plans.</li> </ul>
<ul style="list-style-type: none"> <li>Ensure the setback of the basement or undercroft car park is consistent with the front building setback and is setback a minimum of 4.0m from the rear boundary to enable effective landscaping to be established.</li> </ul>	<p><b>Met with Condition</b></p> <ul style="list-style-type: none"> <li>Given the site is in the unique position of having three frontages, it does not have a classic rear boundary. The only non-street frontage being the western boundary could be considered to be the rear boundary. Basement level setbacks are proposed to be 4.1 metres to Leura Street and 2.5 metres to Churchill Street.</li> </ul>

	<ul style="list-style-type: none"> <li>While the basement setback is not identical to the ground level across either Leura or Churchill Streets or less than 4 metres to 35 Churchill Street, it has been demonstrated by the submission of a well-considered, detailed landscape plan that a variety of landscaping treatments, including deep rooted planting, can be achieved in these setback areas.</li> </ul>
<ul style="list-style-type: none"> <li>Ensure that building walls, including basements, are sited a sufficient distance from site boundaries to enable the planting of effective screen planting, including canopy trees, in larger spaces.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>There is no question that the site provides appropriate wall setbacks to realise a landscape design response which will be highly complementary and serve to soften the appearance of the built form.</li> </ul>
<ul style="list-style-type: none"> <li>Ensure that service equipment, building services, lift over-runs and roof-mounted equipment, including screening devices is integrated into the built form or otherwise screened to minimise the aesthetic impacts on the streetscape and avoids unreasonable amenity impacts on surrounding properties and open spaces.</li> </ul>	<p><b>Met with Condition</b></p> <ul style="list-style-type: none"> <li>Provision has been made within both basements for some services. Given the size of the development it is foreseeable that more spaces might be required. If this is so, this should be carefully sited and concealed at rooftop level. <b>(Condition 4.37).</b></li> </ul>
<p><b><u>Car Parking and Access</u></b></p> <ul style="list-style-type: none"> <li>Include only one vehicular crossover, wherever possible, to maximise availability of on street parking and to minimise disruption to pedestrian movement. Where possible, retain existing crossovers to avoid the removal of street tree(s). Driveways must be setback a minimum of 1.5m from any street tree, except in cases where a larger tree requires an increased setback.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>Each side street is proposed to have one crossover to cater to the two way vehicle ingress and egress. This is entirely appropriate. While a street tree will require removal, it can be replaced at the permit holder's expense <b>(Condition 4.34).</b></li> </ul>
<ul style="list-style-type: none"> <li>Ensure that when the basement car park extends beyond the built form of the ground level of the building in the front and rear setback, any visible extension is utilised for paved open space or is appropriately screened, as is necessary.</li> </ul>	<p>Not applicable.</p>
<ul style="list-style-type: none"> <li>Ensure that where garages are</li> </ul>	<p>Not applicable.</p>

<p>located in the street elevation, they are set back a minimum of 1.0m from the front setback of the dwelling.</p>	
<ul style="list-style-type: none"> <li>• Ensure that access gradients of basement carparks are designed appropriately to provide for safe and convenient access for vehicles and servicing requirements.</li> </ul>	<p><b>Met with Condition</b></p> <ul style="list-style-type: none"> <li>• Driveway gradients will need to be modified to accord with Council's Engineers requirements. This applies to Building A (<b>Condition 4.12</b>).</li> </ul>
<p><b><u>Landscaping</u></b></p> <ul style="list-style-type: none"> <li>• On sites where a three storey development is proposed include at least 3 canopy trees within the front setback, which have a spreading crown and are capable of growing to a height of 8.0m or more at maturity.</li> <li>• On sites where one or two storey development is proposed include at least 1 canopy tree within the front setback, which has a spreading crown, and is capable of growing to a height of 8.0m or more at maturity.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>• As outlined in the proposal section, a generous provision of landscaping is evidenced in the John Patrick Landscaping Plan easily meeting the requirement.</li> </ul>
<ul style="list-style-type: none"> <li>• Provide opportunities for planting alongside boundaries in areas that assist in breaking up the length of continuous built form and/or soften the appearance of the built form.</li> </ul>	<p><b>Met</b></p> <ul style="list-style-type: none"> <li>• The site plan and landscape plan evidence the consideration given to this design element.</li> <li>• Landscaping proposed by the John Patrick Landscape Plan will serve to enhance and enrich the apartment development across all elevations.</li> </ul>
<p><b><u>Fencing</u></b></p> <ul style="list-style-type: none"> <li>• A front fence must be at least 50 per cent transparent.</li> <li>• On sites that front Doncaster, Tram, Elgar, Manningham, Thompsons, Blackburn and Mitcham Roads, a fence must: <ul style="list-style-type: none"> <li>• not exceed a maximum height of 1.8m</li> <li>• be setback a minimum of 1.0m from the front title boundary</li> </ul> </li> </ul> <p>and a continuous landscaping treatment within the 1.0m setback must be provided.</p>	<p><b>Met with Condition</b></p> <ul style="list-style-type: none"> <li>• Front fencing/walls are not continuous, rather used sparingly to enclose ground level secluded private open spaces. While solid fencing is to be utilised, given the extensive breaks across all streetscape frontages, this is considered to be appropriate.</li> <li>• The heights of proposed front fencing, when taken from natural ground level, do not appear to exceed 1.8 metres. Exact heights will be required to be notated as a permit condition (<b>Condition 4.29</b>) to ensure no front fencing greater than 1.8 metres. Retaining walls/planter boxes across all frontages and within private</li> </ul>

	<p>spaces will also need to be carefully detailed (<b>Condition 4.30</b>).</p> <ul style="list-style-type: none"> <li>Proposed front fencing is not located on the property boundary line thereby enabling landscaping to be placed at the foot of fencing in areas between the road reservation or footpath.</li> </ul>
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6.33 Having regard to the above assessment against the requirements of Schedule 8 to the Design and Development Overlay, it is considered that the proposed design respects the preferred neighbourhood character and responds to the features of the site.

6.34 A high level of compliance is achieved in respect of the layout, built form, design, car parking, front fencing and opportunities for landscaping as articulated in the DD08.

**Clause 52.02 Easements, Restrictions and Reserves**

6.35 Pursuant to Clause 52.02, a permit is required before a person proceeds under Section 23 of the Subdivision Act 1988 to create, vary or remove an easement or restriction or vary or remove a condition in the nature of an easement in a Crown grant.

6.36 The drainage and sewerage easement burdening the western boundary of 175 Blackburn Road is proposed to be removed. A Plan to this effect has been prepared by Orbit Solutions. It is understood there is no infrastructure within this easement.

6.37 Before deciding on an application made pursuant to this Clause, Council must consider the interests of affected people.

6.38 Following no objection from either Yarra Valley Water or Council's Engineering department on this aspect, it is considered appropriate to support its removal.

**Clause 52.06 Car Parking**

6.39 Prior to a new use commencing or a new building being occupied, Clause 52.06-2 requires that the number of car parking spaces outlined at Clause 52.06-6 to be provided on the land or as approved under Clause 52.06-3 to the satisfaction of the Responsible Authority.

6.40 This clause requires resident car parking at a rate of one space for each dwelling with one or two bedrooms and two spaces for each dwelling with three or more bedrooms.

6.41 Visitor car parking is required at a rate of one car parking space for every 5 dwellings.

6.42 The proposal requires 98 resident car parking spaces including at least thirteen (13) visitor spaces. As a total of ninety-nine (99) are now proposed, the car parking provision is compliant. While the numerical number of car parking spaces has been provided in accordance with Clause 52.06, an inadequate number of visitor car spaces have been nominated. Each basement will need to have a commensurate number of visitor spaces based on the number of apartments in each of the buildings. While Building A is



shown to have five (5) spaces which is satisfactory, Building B needs to be allocated eight (8) visitor spaces. **Condition 4.7** will address this.

- 6.43 The following tables provides an assessment of the proposal against the seven (7) design standards

Design Standard	Met/Not Met
1- Accessways	Met - Accessways are deemed to satisfy the standard with appropriate sightlines to be achieved for both basements.
2 – Car Parking Spaces	Met with condition – Council’s Engineering department has considered the layout and size of proposed car parking spaces and aisle widths and raised some concerns. See Referral section of this report.  These can be addressed by permit condition. See <b>Conditions 4.11, 4.13 and 4.14.</b>
3 - Gradients	Council’s Engineering department have considered the proposed vehicular access ramps to both basements and deemed the ramp for Building A requires modification. See Referral section of this report.  This can be addressed by permit condition ( <b>Condition 4.12</b> ).
4 – Mechanical Parking	Not applicable – No mechanical parking proposed.
5 – Urban Design	Met – The design of neither basement results in any adverse impact to either the streetscape of Leura or Churchill Streets.
6 – Safety	Met – The basement layout provides a safe arrangement appropriately secured by an automatic door and intercom provision.
7 – Landscaping	Met – As articulated throughout this report, a high quality landscape treatment is proposed across the site, including adjacent to basement entry points.

- 6.44 It follows from the above assessment that the proposal, subject to conditions, can comply with the seven (7) design standards outlined at Clause 52.06 of the Manningham Planning Scheme.

**Clause 52.29 Land Adjacent to a Road Zone Category 1**

- 6.45 The proposal seeks to alter access to Blackburn Road by removing the existing crossovers currently servicing properties at 175 and 177 Blackburn Road.
- 6.46 The decision guidelines of this Clause include the views of the relevant road authority.

- 6.47 Noting that VicRoads has expressed no objection to the proposal, and there is no other reason for which closing access to Blackburn Road should not be supported, it is considered appropriate to support this alteration.

**Clause 52.34 Bicycle Facilities**

- 6.48 In developments of four or more storeys, 1 bicycle space is required to each 5 dwellings (resident) and 1 bicycle space is required to each 10 dwellings (visitor).
- 6.49 The proposal provides in excess of the required number of bicycle spaces at various locations throughout the apartment complex, including within both basements and adjacent to building entries.

**Clause 55 Two or More Dwellings on a Lot**

- 6.50 This Clause sets out a range of objectives which must be met. Each objective is supported by standards which should be met. If an alternative design solution to the relevant standard meets the objective, the alternative may be considered.
- 6.51 The following table sets out the level of compliance with the objectives of this clause:

**Clause 55 Assessment – Two or more dwellings on a lot**

OBJECTIVE	OBJECTIVE MET/NOT MET
<p>55.02-1 - To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.</p> <p>To ensure that development responds to the features of the site and the surrounding area.</p>	<p><b>Met</b> - As outlined in the assessment of the proposal against the policy requirements of the Schedule 8 to the Design and Development Overlay (DD08), it is considered that the proposed apartment development responds positively to the preferred neighbourhood character, and respects the natural features of the site, and its surrounds as contemplated by this planning control.</p>
<p>55.02-2 - To ensure that residential development is provided in accordance with any policy for housing in the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.</p> <p>To support medium densities in areas where development can take advantage of public transport and community infrastructure and services.</p>	<p><b>Met</b> – The application was accompanied by a written statement that has demonstrated how the development is consistent with State, Local and Council policy.</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
<p>55.02-3 - To encourage a range of dwelling sizes and types in developments of ten or more dwellings.</p>	<p><b>Met</b> – The development proposes a range of one, two and three bedroom apartments across the different buildings.</p> <p>Some apartments offer ground level open space, while others have balconies. The diversity of dwelling sizes and types is a highlight of the proposal.</p>
<p>55.02-4 - To ensure development is provided with appropriate utility services and infrastructure.</p> <p>To ensure development does not unreasonably overload the capacity of utility services and infrastructure.</p>	<p><b>Met</b> – The site has access to all services. The applicant will be required to provide an on-site stormwater detention system to alleviate pressure on the drainage system.</p>
<p>55.02-5 - To integrate the layout of development with the street.</p>	<p><b>Met</b> – The development has capitalised on an outstanding opportunity to achieve integration across each of its three streetscapes.</p> <p>Careful planning and thought has been provided in respect of pedestrian entries and accessways which are framed by a range of treatments, including the selective placement of planter boxes and water features.</p> <p>A pergola treatment proposed as the entry marker for Buildings B and C across Churchill Street further showcases the design responses' efforts in this regard.</p> <p>Several apartments in terms of their windows and open spaces are carefully positioned to maximise their extent of surveillance and integration with the three street frontages.</p>
<p>55.03-1 - To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.</p>	<p><b>Considered Met</b> - As discussed earlier in this report, the proposed setbacks of the apartment development to Blackburn Road, Leura and Churchill Streets are appropriate.</p>
<p>55.03-2 - To ensure that the height of buildings respects the existing or preferred neighbourhood character.</p>	<p><b>Considered Met</b> – For the reasons discussed earlier in the report, the maximum building heights of Buildings A and B are within the parameters of the preferred neighbourhood character for the area.</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
	<b>Met with condition</b> - Building C will be required to be reduced to a maximum building height of 9 metres ( <b>Condition 4.4</b> ).
55.03-3 - To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site.	<b>Considered Met</b> – The site coverage, marginally above 60% at 60.3%, is acceptable.
55.03-4 - To reduce the impact of increased stormwater run-off on the drainage system.  To facilitate on-site stormwater infiltration.	<b>Met</b> – With 24% of the site being pervious, the proposal is compliant with the standard.
55.03-5 - To achieve and protect energy efficient dwellings.  To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.	<b>Met</b> – The majority of apartments have positioned living areas and open spaces to the north (or east or west, where north is not an option) to gain greatest solar exposure.  Inevitably this is not always achievable - having regard to directly south facing apartments. However, it is considered that the south facing apartments within the development have sufficiently maximised any opportunity to orientate living or balcony spaces to achieve optimal solar exposure to a sufficient degree.
55.03-6 – To integrate the layout of development with any public and communal open space provided in or adjacent to the development.	<b>Met</b> - A pleasing feature of the proposal is its well-designed, internal pedestrian access way. It will provide a valuable communal area for future occupants. The design of this space is functional and aesthetic.
55.03-7 - To ensure the layout of development provides for the safety and security of residents and property.	<b>Met</b> – An enclosed basement arrangement will provide for safe vehicle security for future occupants and their visitors. It is also considered the treatments employed across all street frontages to highlight pedestrian entry points into the various buildings are effective.

OBJECTIVE	OBJECTIVE MET/NOT MET
<p>55.03-8 - To encourage development that respects the landscape character of the neighbourhood.</p> <p>To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance.</p> <p>To provide appropriate landscaping.</p> <p>To encourage the retention of mature vegetation on the site.</p>	<p><b>Met with condition</b> - Good spacing is provided along all perimeters of the site in which to achieve a variety of landscaping outcomes.</p> <p>Basement setbacks, whilst not as generous as ground level setbacks, still provide ample space in which to achieve deep rooted planting.</p> <p>The proposed landscape plan of John Patrick is considered to be illustrative of a landscape outcome that is contemplated for the site by this Clause, as well as other sections of the Planning Scheme.</p> <p>It would be appropriate to approve this Landscape plan subject to its identification of smaller level species, ground covers, and some other minor changes, etc (<b>Condition 10</b>).</p>
<p>55.03-9 - To ensure vehicle access to and from a development is safe, manageable and convenient</p> <p>To ensure the number and design of vehicle crossovers respects the neighbourhood character.</p>	<p><b>Met</b> – The proposal will have two vehicular access points to service three buildings.</p> <p>Their location and design are considered to be appropriate, subject to the relocation of a street tree.</p> <p>The proposal has resulted in the reduction of two vehicle access points to Blackburn Road.</p>
<p>55.03-10 - To provide convenient parking for resident and visitor vehicles.</p> <p>To avoid parking and traffic difficulties in the development and the neighbourhood.</p> <p>To protect residents from vehicular noise within developments.</p>	<p><b>Met</b> – Proposed parking within a basement will provide for convenient parking for future occupants and their visitors. Lift and stair access will be available from the basement to all residential levels.</p> <p>There is unlikely to be any noise transfer from the use of the basement to the extent it would be a disturbance to nearby properties.</p>
<p>55.04-1 - To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</p>	<p><b>Met with condition</b> - There are no non-compliances with respect to the wall setbacks along either the western boundaries or in terms of the northern boundary of 37 Churchill Street.</p> <p>It is noted that Building C's two and half storey, solid, sheer wall is, at its maximum point, a 7 metre high wall with a 3 metre setback. While this is compliant with the Standard, for reasons discussed</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
	elsewhere in this report, this wall exhibits visual bulk concerns and conditions will be applied to address it ( <b>Condition 4.5</b> ).
55.04-2 - To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.	Not applicable – No walls on boundary are proposed as part of the development.
55.04-3 - To allow adequate daylight into existing habitable room windows.	<b>Met</b> – The development does not affect the ability of any existing habitable room window to access daylight.
55.04-4 - To allow adequate solar access to existing north-facing habitable room windows.	Not applicable as there are no north facing windows to be affected.
55.04-5 - To ensure buildings do not significantly overshadow existing secluded private open space.	<p><b>Met</b> - As demonstrated by the submitted shadow diagrams, there will not be any unreasonable overshadowing of adjoining secluded private open spaces at No. 2 Leura Street and Unit 2/35 Churchill Street, Doncaster East. The overshadowing impacts are significantly less than what is permissible pursuant to the Standard.</p> <p>Beyond the existing boundary fence shadow, there will be no significant further shadow implication to Unit 2/35 Churchill Street, Doncaster.</p> <p>No. 2 Leura Street will have some impact at 9am to its eastern section of private open space which adjoins the boundary with the site. However, by 10am, this shadow has moved and this area is not affected.</p>
55.04-6 - To limit views into existing secluded private open space and habitable room windows.	<p><b>Met with condition</b> - Due to the site's corner location, the development is able to maximise unscreened windows and balconies to a large number of apartments across the eastern, southern and northern elevations.</p> <p>To this end, consideration of any external</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
	<p>overlooking concerns is essentially limited to the design response across the western elevations of Buildings A and C and the northern elevations of Buildings B and C.</p> <p><u>Building A</u> According to the ground level floor plan, the private open spaces of Apartments 0-01 and 0-02 appear to be set below natural ground level at the boundary. However, the western elevation indicates that the paved area associated with Apartment 0-02 is raised above natural ground level at the boundary by up to 800mm at the northernmost point. To mitigate overlooking, the applicant proposes a 500mm screen atop existing 1.6 metre high fencing. However, the level of screening to be applied does not sufficiently address overlooking concerns. A condition of approval will require the raised paved area to extend no further than the wall of the apartment's westernmost bedroom increasing its setback to the boundary with No 2 Leura Street and removing that elevated paved area. (Noting the basement setback, there should be no reason why this is extended beyond 4 metres at this elevated height). <b>Condition 4.1</b> and <b>4.2</b> will address this issue. (This won't preclude any low level paving if this is sought). In addition, higher replacement boundary fencing will be required to protect the privacy of No. 2 Leura Street along both boundaries common with the site (<b>Condition 4.23</b>).</p> <p>At Level 1 (Apartments 1-01, 1-02 and 1-03) and Level 2 (Apartments 2-01 and 2-02) all balconies are provided with 1.7m high privacy screens along their western edge. Variation in screen styles is provided to offer a level of visual interest.</p> <p>Apartments 1-03 and 2-03 are proposed to have fixed, obscured glazing to their west facing bedroom windows below a sill height of 1.7m. As these windows are within 9 metres of the adjoining land's secluded private open space, this is a level of screening which accords with Standard B22.</p> <p><u>Building B</u> At the north-western end of Building B, the balconies of Apartments 2-04, 3-04 and 4-01 are situated within 9 metres of 2 Leura Street. These balconies have not been screened and thereby do</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
	<p>not appear to meet the requirements of Standard B22. <b>Condition 4.3</b> will require these to be screened unless it can be demonstrated that this is not necessary.</p> <p><u>Building C</u> There are no overlooking issues to the west at ground level.</p> <p>To the north, the existing fencing at 1.6 metres is considered insufficient to protect the privacy of 2 Leura Street. As such, <b>Condition 4.23</b> will overcome this concern.</p> <p>Level 2 of this building has applied external screens to the section of window below 1.7m above FFL to ensure no overlooking occurs towards 35 Churchill Street or 2 Leura Street.</p> <p>At Level 3, the balconies of the two apartments are proposed at a setback of 3 metres to the common boundary to the west and at a setback of 7.3 metres to the north. No balcony screening is applied.</p> <p>While across the north it appears that the roofline of the level below would mitigate any unreasonable downward views towards adjoining land, it is appropriate to have this confirmed by permit condition (<b>Condition 4.6</b>).</p> <p>Across the west, the adjustments made to reduce the size of the balconies will need to be factored into a demonstration as to whether this is sufficient in respect of meeting Standard B22 or whether additional screening is required (<b>Condition 4.6</b>).</p> <p>All proposed screening will need to comply with Standard B22 (<b>Condition 4.26</b>).</p>
<p>55.04-7 - To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development.</p>	<p><b>Met</b> – There are no unreasonable internal views to any of the proposed buildings.</p> <p>Ground level open spaces are privatised by the use of internal boundary fencing, while 1.7 m high screens are proposed between balconies, where required.</p> <p>Downward views within and between buildings have been sufficiently avoided by the apartment</p>



OBJECTIVE	OBJECTIVE MET/NOT MET
	<p>layouts themselves and the strategic placement of open spaces.</p> <p>There is a minimum separation distance of 8.1 - 8.3 metres between the north facing balconies of Building B apartments and the south facing windows and balconies of Building A apartments. This is considered sufficient separation distance to limit internal views.</p>
<p>55.04-8 - To contain noise sources in developments that may affect existing dwellings.</p> <p>To protect residents from external noise.</p>	<p><b>Met with condition</b> - The noise sources that can be considered under this control relate to the building services. Council cannot consider normal domestic noise such as from people and private mechanical equipment.</p> <p>The placement of air-conditioning units should be regulated to ensure appropriate positioning (mainly for aesthetic reasons). A condition will ensure they are located where they are not visible, such as on balconies behind solid balustrading or atop and appropriately concealed within the rooftop (<b>Condition 4.36</b>).</p> <p>Plant on the roof of the building can be visually screened (<b>Condition 4.37</b>), together with building services including electrical substations (<b>Condition 4.32</b>) and air inlets for the mechanical basement ventilation (<b>Condition 4.17</b>).</p> <p>Noise from mechanical plant will be required to comply with State legislation. Mechanical ventilation detail will also need to be provided, by condition (<b>Condition 37</b>).</p> <p>Overall, it is considered that there are no external noise sources that may impact unreasonably on existing or future residents.</p>
<p>55.05-1 - To encourage the consideration of the needs of people with limited mobility in the design of developments.</p>	<p><b>Met</b> - All buildings are to be serviced by a lift which ensures "step free" access to all apartments and the basement car parking.</p> <p>The proposed access arrangements from Blackburn Road appear to be suitable to all users and appear to enable a barrier-free approach to the front entry of Buildings A and B. Via the communal walkway, it is also apparent that "step free" access is possible to Building C. It is, however, noted there are no notations that confirm the pedestrian ramp</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
	grade is compliant with the Building Regulations as it adjoins the property boundary and local footpath network. A condition of approval will require this confirmation ( <b>Condition 4.25</b> ).
55.05-2 - To provide each dwelling or residential building with its own sense of identity.	<p><b>Met</b> – All apartments have pedestrian access from/to Blackburn Road and either Churchill Street or Leura Street.</p> <p>There are no concerns with the placement of the foyer, lift and stairwell within any of the proposed buildings.</p> <p>Over time, the three buildings will be able to distinguish themselves from one another, for example, by branding/signage techniques which is a commonly adopted practice towards providing each residential building with its own sense of identity.</p>
55.05-3 - To allow adequate daylight into new habitable room windows.	<b>Met</b> – There are no habitable rooms within any apartment that relies on borrowed light or light wells. This is a large positive of the development.
55.05-4 - To provide adequate private open space for the reasonable recreation and service needs of residents.	<p><b>Met with condition</b> – All apartments have been provided with private open space in the form of a balcony or ground level open space.</p> <p>A total of twenty (20) apartments have ground level open space, a number of which do not comply with the requirement of 40 square metres with a minimum 25 square metres with a minimum dimension of 3 metres.</p> <p>While these apartments fall short of the open space requirements of the standard, it is considered that the objective is met having regard to the nature of apartment living and in particular the apartments with smaller open spaces, being one bedroom apartments. By contrast it is noted that some of the larger, three bedroom apartments (an example is Apartment 0-01 in Building A) provides a generous allocation of 71 square metres of ground level open space.</p> <p>In other words, a sufficient diversity is offered in terms of open space provision to meet the reasonable recreational needs of the likely future residents of the apartment complex.</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
	<p>The other 49 apartments rely on balconies for open space provision. While most balconies are at least 8 square metres with a minimum width of 1.6m (to the inside of the balcony) and have direct access from the living/dining space, there are some exceptions. For e.g. Apartment 2-02 and 3-02 in Building B.</p> <p>It is considered appropriate to ensure that all balconies have the minimum area and dimension set by the Standard of this Clause (<b>Condition 4.22</b>). Balconies which are deficient in this regard are proposed across the public, rather than the private realm, On this basis, a further minor encroachment into the front setback to achieve this is not considered to be of great concern. There are no examples that have been identified where balconies abutting an adjoining property are deficient in this respect so as to encroach into these sensitive setbacks.</p>
<p>55.05-5 - To allow solar access into the secluded private open space of new dwellings and residential buildings.</p>	<p><b>Met</b> - Due to the nature of the proposal as a series of multi-level apartments, it is not possible to provide northern solar access to all private open space areas. And, inevitably, it is not possible to avoid purely south facing open spaces. Indeed, Building B in particular has a notable number of south facing open spaces.</p> <p>If not provided with northern solar access, endeavours have been made for those apartments to achieve eastern or western solar access for ground level open space or balconies.</p> <p>It is noted some apartments have a combination of orientations which demonstrates that consideration to this objective has been given, balanced with the need to limit external amenity impacts and encroach into setbacks unreasonably.</p>
<p>55.05-6 - To provide adequate storage facilities for each dwelling.</p>	<p><b>Met with condition</b> - Storage provision for apartments is indicated to be 3 cubic metres. This is not considered to be sufficient, particularly given the number of 2 and 3 bedroom apartments. A minimum of 6 cubic metres will need to be provided within their respective basements (<b>Condition 4.16</b>).</p>
<p>55.06-1 - To encourage design detail that respects</p>	<p><b>Met with condition</b> - The proposal is a very good example of attention to design detail. The design</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
<p>the existing or preferred neighbourhood character.</p>	<p>response draws on natural materials to create a high quality apartment development.</p> <p>The election to construct three individual buildings with a shared basement arrangement (Buildings B and C) is respectful of the amenity of the neighbourhood, highly considerate of streetscape impacts and enhances internal amenity by ensuring that no habitable room is without daylight access.</p> <p>Combinations of window and door proportions are exhibited across the buildings that enhance visual interest and provides for a good mixture of horizontal and vertical elements. This in turn provides a good level of articulation.</p> <p>While there are sheer elements across several elevations, the careful use and selection of materials achieves appropriate articulation to the built form to make this approach an acceptable one in this instance.</p> <p>Various materials are used for balustrading, and as discussed earlier, changes will be required to Building C's western elevation to address visual bulk concerns (<b>Condition 4.5</b>).</p> <p>Overall, the proposal offers a high level of visual interest and will make a positive contribution to the evolving, higher density, Blackburn Road apartment building streetscape.</p>
<p>55.06-2 - To encourage front fence design that respects the existing or preferred neighbourhood character.</p>	<p><b>Met</b> – Proposed fencing across frontages appears to be well integrated and sufficiently different. Further detail will be required by permit condition to ensure heights do not exceed 1.8 metres above natural ground level (<b>Condition 4.29</b>).</p>
<p>55.06-3 - To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained.</p> <p>To avoid future management difficulties in areas of common ownership.</p>	<p><b>Met</b> – The basement and common areas throughout the building will be maintained by an Owners' Corporation. There are no apparent difficulties associated with future management of these areas.</p>

OBJECTIVE	OBJECTIVE MET/NOT MET
<p>55.06-4 - To ensure that site services can be installed and easily maintained.</p> <p>To ensure that site facilities are accessible, adequate and attractive.</p>	<p><b>Met with condition</b> – Mailboxes are proposed within one (1) metre of the property boundary (Building A) and adjacent to the property boundary (Buildings B and C). No steps inhibit access to these mailboxes.</p> <p>To ensure the appearance of the building does not detract from any elevation, a permit condition will require retractable clotheslines to be installed within all ground level open spaces and balconies to ensure that they are not visible from the street or adjoining properties.</p> <p>Details of a rainwater tank for Buildings B and C will also need to be indicated (Building A is provided with a 17,000 litre rainwater tank). An assessment of the SMP and OSD Plans required by condition will further investigate the appropriateness of the capacity of Building A's proposed tank and inform the sizing requirements for Buildings B and C (<b>Condition 4.38</b>).</p>

## 7 REFERRALS

- 7.1 Given the proposal to remove existing access to Blackburn Road from 175 and 177 Blackburn Road, it is a statutory requirement to refer the application to VicRoads. They are the relevant statutory authority. Upon consideration of the proposal, VicRoads have expressed no objection to the proposal and require some standard conditions to be applied to any decision to issue (see **Conditions 38 and 39**).
- 7.2 Yarra Valley Water were also referred the application. They have advised they have no objection to the proposal to remove the subject easement.
- 7.3 The application was referred to a number of Service Units within Council the following table summarises their responses:

Service Unit	Comments
<p>Engineering &amp; Technical Services Unit (Drainage &amp; Easements)</p>	<ul style="list-style-type: none"> <li>• There is adequate point of discharge for the site. All runoff is to be directed to the point of discharge subject to standard conditions.</li> <li>• Requires the provision of an on-site stormwater detention system.</li> <li>• No objection to the removal of the easement burdening the western boundary of 175 Blackburn Road.</li> </ul>
<p>Engineering &amp;</p>	<ul style="list-style-type: none"> <li>• No objection.</li> </ul>

Service Unit	Comments
Technical Services Unit (Traffic)	
Engineering & Technical Services Unit (Engineering)	<ul style="list-style-type: none"> <li>• Car parking and bicycle parking provision are satisfactory in respect of the requirements of the Manningham Planning Scheme.</li> <li>• Requires visitor car parking spaces to be signed accordingly.</li> <li>• Requires all infrastructure forward of the site to be shown on amended plans.</li> <li>• Redundant vehicles crossings to be removed and footpath, nature strip and kerbing to be reinstated, including the Churchill Street crossover which is indicated to be retained.</li> <li>• Prior to the construction of the vehicle crossing, the developer is to obtain a Vehicle Crossing Permit and crossing be constructed to the satisfaction of the Responsible Authority.</li> <li>• Three bedroom apartments to be allocated two car parking spaces which are situated adjacent to one another.</li> <li>• Requires the installation of signage to assist with pedestrian and driver safety within the basement.</li> <li>• Building A - Basement 1 Plan DA212 does not reflect the continuity of two columns between the car spaces 40 and 41 shown on Basement 2 Plan DA211 and this may be a structural issue with the building.</li> <li>• Building A – Some aisle widths are 6.1 metres, rather than 6.4 metres.</li> <li>• Building A - An additional 300mm must be provided to the dead end car spaces 09, 17 and 20 in accordance with Clause 2.4.2 of AS/ NZS 2890.1:2004.</li> <li>• Building A - Driveway gradients to be revised to provide sections at 1:20 and 1:8 in accordance with the comments.</li> <li>• Building B &amp; C – An additional 300mm</li> </ul>

Service Unit	Comments
	<p>must be provided to the dead end car spaces 1,36,49 and 50 as per Clause 2.4.2 of AS/ NZS 2890.1:2004.</p> <ul style="list-style-type: none"> <li>• Building B &amp; C - Concern with the ability to access car space 52 and requires the submission of a swept path diagram to demonstrate access</li> <li>• Building B &amp; C – Car parking spaces nominated as 2.5 metres need to comply with Clause 52.06 or AS/ NZS 2890.1:2004.</li> <li>• Proposed overhead storages must be 2.1m above the car space. Requires cross sections showing ceiling heights, storage details above car space to be submitted.</li> <li>• Concerned with the shared space to the disabled car space 21 being in front of the lift entrance. The proposed shared space in front of the lift lobby obstructs the lift entrance. Applicant requires relocating the accessible space or lift entrance. Applicant can relocate the lift door to the west as shown in the other lift to the west of car space 43.</li> <li>• Council's Engineering &amp; Technical Services do not support the paving proposed over the road reservation in Blackburn Road.</li> <li>• Visitor parking spaces to be accessible via intercom system.</li> </ul>
Engineering & Technical Services Unit (Waste Management)	<ul style="list-style-type: none"> <li>• Modifications to the submitted Waste Management Plan are necessary</li> <li>• Applicant needs to show the parking location of the waste vehicle during waste collection period on the plan.</li> <li>• Revised Waste Management Plan is required to provide detailed swept path diagram, turning circles, driveway gradients and relevant height clearances to demonstrate ability for the private waste vehicle to undertake waste collection from within the basements.</li> </ul>

Service Unit	Comments
Strategic Projects Unit (Sustainability)	<ul style="list-style-type: none"> <li>• Modifications to the submitted Sustainability Management Plan are necessary.</li> <li>• Amendments are required to the energy and water efficiency sections of the report.</li> </ul>
Economic & Environmental Planning (Urban Design)	<ul style="list-style-type: none"> <li>• High level of visual interest and articulation is provided by the built form.</li> <li>• Supportive of the materials palette. Emphasises any potential future adjustments to the materials schedule to be carefully considered.</li> <li>• Acknowledges the revised proposal now offers a better level of separation between Buildings B and C (a previous criticism).</li> <li>• Recognises that the revised Building C has now resulted in a large sheer, double-height building wall across the western elevation. This wall extends upwards to form the balustrade to the Level 3 apartments. Requires this to incorporate additional visual breaks and articulation and refers to the treatments applied to the western facade of Building A, namely framed elements, material colour changes and physical recesses. Suggests the third storey balustrade be visually separated from the wall below.</li> <li>• With the exception of the criticism of Building C, considers the apartment development will make a positive contribution to the streetscape and in respect of neighbourhood character.</li> </ul>

- 7.4 As appropriate, the requirements of internal departments and external authorities will be added to any proposed permit to issue in the form of planning permit conditions or notes.

## 8 CONSULTATION

- 8.1 The planning application was placed on public notice for a four (4) week period in January 2015. The public were notified by the sending of letters to adjoining and nearby properties and by the display of seven (7) signs along the frontage of each site, as follows:



- 8.1.1 175 Blackburn Road – 3 signs
- 8.1.2 177 Blackburn Road - 1 sign
- 8.1.3 179 Blackburn road – 2 signs
- 8.1.4 37 Churchill Street – 1 sign.
- 8.2 Council received a total of twenty-one (21) objections from the following properties:

Address
1A, 2, 3, 4, 6, 16*, 20, 26 Leura Street, Doncaster East
18, 18A, 20B, 3/25, 32, 3/33 Churchill Street, Doncaster East
168, 1/169, 171, 174 Blackburn Road, Doncaster East
1 Rosamond Crescent, Doncaster East

\*Multiple objections received from this property by different persons

- 8.3 Following the amendment of the application pursuant to Section 57A of the Planning and Environment Act 1987, all objecting properties and adjoining and nearby properties were re-notified of the proposal in July/August 2015.
- 8.4 The Section 57A Application attracted a further three (3) objections from properties at 2/35 Churchill Street and 1 & 2 Leura Streets.
- 8.5 Section 57A (7)(b) provides for:
- all objections made in relation to the original application are to be taken to be objections to the amended application*
- 8.6 As 2 Leura Street had made an initial objection, the planning application is now taken to have attracted a total of twenty-three (23) objections.
- 8.7 The following is a summary of the grounds upon which all of the above properties have objected to the proposal:
- Overdevelopment/Density/Excessive height & Storeys/Visual Bulk/Excessive Site Coverage/Contrary to Policy
  - Loss of Neighbourhood Character (Built Form and Garden)
  - Overshadowing
  - Overlooking/loss of privacy
  - Traffic Implications/Existing situation is a traffic hazard/Safety/Emergency Vehicle Access
  - Insufficient car parking provision, including visitor car parking
  - Waste Collection & Management
  - Noise Impacts (Vehicular/Services)
  - Vegetation Loss/Impact to Fauna
  - Adverse Impact to Property Values/Crime
  - Construction Management Issues

- Future Body Corporate Management Issues
  - Increased pressure on bus service
- 8.8 A response to the above grounds is provided in the below paragraphs:  
**Overdevelopment/Density/Excessive height & Storeys/Visual Bulk/Excessive Site Coverage/ Contrary to Policy**
- 8.9 It is understood that residents of the area are concerned by the density, height, number of storeys and general built form of the development. A couple noted the site coverage exceeding 60% (indeed the original advertised plans showed site coverage to be almost 69%).
- 8.10 Given Council has applied the DD08 instrument in an endeavour to increase residential densities in *“Residential Areas Surrounding Activity Centres and along Main Roads”*, the concerns of residents in respect of density is not shared by Council officers.
- 8.11 While Council officers agree that the original, advertised proposal exhibited indicators of overdevelopment, the proposal has since been modified to, among other things:
- 8.11.1 improve street setbacks to Leura and Churchill Street and increase permeable areas for landscaping across frontages;
  - 8.11.2 recede the uppermost (fourth) level of Building A from the Blackburn and Leura Street corner,
  - 8.11.3 provide a better level of separation between Buildings B and C across the southern elevation to Churchill Street,
  - 8.11.4 and modify and sink the basement further below natural ground level to subsequently reduce the site coverage to 60.3%.
- 8.12 Consequently, it is the opinion of Council officers that the streetscape elevations do not present visual bulk or massing concerns. It is also not agreed with objectors who consider that “there would be a massive step down from the main road to the more traditional dwellings” or who consider Building B’s height is exaggerated by the natural land form on which it sits.
- 8.13 While the height of Buildings A and B exceeds the 11 metres outlined by the DD08, it is recognised that the fourth storey and maximum building heights of the development are concentrated at the Blackburn Road end of the development. The buildings then step down to three storey across their respective residential side streetscapes, and in the case of Churchill Street, work with Building C to step from three to two storeys adjacent to the boundary with 35 Churchill Street.
- 8.14 Across Leura Street, a generous setback is provided between the third and fourth levels to the boundary common with 2 Leura Street. This stepping provides a suitable transition to the property at 2 Leura Street, as is evidenced across the Leura Street streetscape elevation. In addition to the built form transitioning appropriately to the sensitive residential interfaces to the west, the proposal avoids any unreasonable amenity impacts to adjoining properties.
- 8.15 While Building C will be conditioned to not exceed the maximum building height of 9 metres, the Churchill Street streetscape elevation illustrates the appropriateness of the proposed built form across this streetscape. For

reasons previously discussed, its incorporation into the development is considered appropriate in this instance.

#### **Loss of Neighbourhood Character (Built Form and Garden)**

- 8.16 Neighbourhood character has been assessed earlier in the report against the policy requirements of Clause 21.05, the DD08 and Clause 55.02-1 of the Manningham Planning Scheme. Based on Council's preference for a "*preferred neighbourhood character*" along main roads in the manner articulated in the Planning Scheme, the proposal is deemed to be an acceptable built form response. It is considered to be a good example of what is contemplated as part of the preferred neighbourhood character for Blackburn Road and in the area around Doncaster East Village.
- 8.17 In respect of its pursuit of a "preferred neighbourhood character", Council officers consider the proposal is generally respectful of its residential interfaces to the west and to the streetscapes of both Leura and Churchill Streets.
- 8.18 It is acknowledged that the lot at 37 Churchill has a different zoning and is contained within a different sub-precinct of the DD08 to the lots fronting Blackburn Road. Notwithstanding this distinction, the Planning Scheme still contemplates a more intense built form in all areas affected by the Schedule 8 to the Design and Development Overlay. In this respect, a preferred neighbourhood character is also specifically contemplated by the Planning Scheme for side roads, not only main roads. The only non-negotiable criterion specified in the Scheme is a mandatory height limit of 9 metres for developments within Sub-Precinct B of the DD08. As Building C (which is proposed over the 37 Churchill Street lot) can come within this mandatory height limit, it is considered to be acceptable to include this lot as part of the apartment development complex. Indeed, greater articulation, stepping across the site and internal amenity is achieved by this consolidated approach.
- 8.19 However, as identified in the assessment of the design of Building C, there is a need to provide a more sympathetic elevation to the adjoining properties at No. 35 Churchill Street – a matter than can be addressed by permit condition **(Condition 4.5)**
- 8.20 In terms of garden character, any new development has a substantial obligation to make a positive contribution in respect of "greening" of the site. The requirements for landscaping treatments are entrenched in the policy provisions and planning controls affecting the site. The proposal is considered to be truly capable of contributing to and enhancing the garden character of the area. Large areas of permeable space have been proposed across all perimeters of the site, specifically improved by the Section 57A amendment. The large setbacks to the public and private realms will provide ample room in which to establish a variety of landscaping, including large canopy trees. Again, additional setback areas have been achieved via the Section 57A Amendment.

#### **Overshadowing**

- 8.21 A handful of objectors, including the property owner to the west at No. 2 Leura Street have expressed concern at the proposal having unreasonable overshadowing implications.

- 8.22 As discussed under the response to Clause 55.04-5 of the Manningham Planning Scheme, there are no unreasonable overshadowing implications arising from the proposed development.

**Overlooking/loss of privacy**

- 8.23 Adjoining properties and properties on the south side of Churchill Street have raised issues of overlooking and privacy loss.
- 8.24 As expressed earlier in the report, the design response has not fully addressed the potential of the site to overlook adjoining properties. As such, it is considered conditions of any approval can address the need to apply additional screening measures to the identified upper level balconies of Buildings B and C. Some modifications will also be required to Building A's Apartment 0-02.

**Traffic Implications/Existing situation is a traffic hazard/Safety/  
Emergency Vehicle Access**

- 8.25 It is noted that several objectors have raised the issue of traffic. A number of residents have highlighted the challenges associated with undertaking a right hand turn from Leura Street into Blackburn Road and have submitted that this problem will be compounded by the proposal.
- 8.26 Additional pressure to Churchill Street has also been raised by residents of this street.
- 8.27 One objector has also queried why the proposed access arrangement cannot be serviced via Blackburn Road to avoid direct impact to the aforementioned side streets.
- 8.28 Council's Planning department is required to consider the application that is presented to it. That said, it should be noted that reliance on vehicular access via the two side streets is a position that is strongly preferred by the Road Authority (VicRoads), the logic being to maintain traffic flows on arterial roads.
- 8.29 The traffic challenges of the streets surrounding the subject site should not prevent redevelopment opportunities. While it is acknowledged that residents consider this proposal would exacerbate the existing situation, the applicant is now providing the required number of on-site resident and visitor car parking spaces. The Traffic Impact Assessment prepared in support of the proposed vehicular access arrangement draws the following conclusion:

*In consideration of the existing traffic volumes on Leura Street and Churchill Street, and the proposed access arrangements of the site, the projected development is expected to be readily assimilated by Leura Street and Churchill Street without adverse impact to their existing operation or performance.*

- 8.30 This view is not challenged by Council's Engineering department who have not objected to the proposal on traffic grounds.

**Insufficient car parking provision, including visitor car parking**

- 8.31 Several of the twenty-two objections have expressed significant concern with, in their view, the insufficient provision of on-site car parking.
- 8.32 It is recognised when the application was advertised in January 2015 the proposal was deficient in respect of eight (8) visitor car parking spaces. At

that time, it was agreed with objectors that the car parking deficiency was one of the issues with the proposal.

- 8.33 The Section 57A amended proposal has addressed this shortcoming.
- 8.34 In terms of the numerical number now contained within both basements, car parking for both residents and their visitors is now fully compliant with the requirements of Clause 52.06 Car Parking of the Manningham Planning Scheme. Furthermore, visitor car parking is clearly provided for in both basements (which was also previously not the case) but will need to be allocated accurately in Buildings B and C (**Condition 4.7**).

#### **Waste Collection & Management**

- 8.35 Private waste collection has been proposed within the draft Waste Management Plan which formed part of the advertised documentation for the proposal. Council waste collection will not be available for the site, and consequently, there will not be 138 bins placed on the nature strip (2 per apartment, per week).
- 8.36 The draft Waste Management Plan details that the private waste contractor will undertake the development's waste collection kerbside. As this is considered to be unacceptable to Council's Waste Engineer, a revised Waste Management Plan will be required to reflect private waste contractor collection from within the site and demonstration of the ability to achieve this (**Conditions 4.19, 4.20, 9**).

#### **Noise Impacts (Residential/Vehicular/Services)**

- 8.37 In terms of vehicular noise, it is considered that the enclosed nature of both proposed basements adequately conceals any noise associated with future vehicles accessing the site.
- 8.38 In terms of residential noise, a permit is not required to use land for more than one dwelling and accordingly noise considerations are limited to large plant and the like. Further, residential noise associated with an apartment is considered normal and reasonable in an urban setting. Gates and roller-doors are usually fitted with rubber dampeners to reduce noise and modern day roller-doors operate almost silently.
- 8.39 A permit condition can be included which endeavours to control noise from plant and equipment associated with the apartment building (**Condition 37**).

#### **Vegetation Loss/Impact to Fauna**

- 8.40 It is noted that existing trees and shrubs will be removed to accommodate the buildings on the subject site. It is acknowledged that neighbouring properties recognise the landscape and environmental value offered by existing trees on the site, including the Golden Elm tree positioned at the south-east corner of the site, and a Peppermint Gum tree located towards the north-western end of the site.
- 8.41 In light of no vegetation protection, planning controls applying to the land, and the nature of the site earmarked for higher density development, the prospect of vegetation loss is inevitable. Notwithstanding the removal of vegetation for the purpose of the new building, the good setbacks provided to all boundaries will provide for ample spaces in which to achieve a variety of planting, and ultimately, a new landscaping treatment which can benefit the character of the area. The landscape plan advertised with the application, as

prepared by John Patrick, evidences the capacity of the site to contribute positively to the valued garden character of the area.

- 8.42 Any fauna to be displaced by the tree removal on the site will not be unreasonably or adversely affected. There are plentiful relocation opportunities within the neighbourhood.

**Adverse Impact to Property Values/Crime**

- 8.43 There is no evidence to suggest the proposal will cause adverse impacts to property values or generate crime. In any case, neither are considered to be relevant planning considerations.

**Construction Management**

- 8.44 The issue of construction management has been raised as a concern. Any condition of approval would require a Construction Management Plan to be submitted prior to the commencement of the approved development (**Condition 8**).

**Future Body Corporate Management Issues**

- 8.45 Clause 55.06-3 of the Manningham Planning Scheme requires consideration to be given to ensuring that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained. Council's assessment has determined that there are no foreseeable future management difficulties in respect of areas within common ownership.

**Increased pressure on bus service**

- 8.46 Resulting in less reliance on private vehicle useage, the potential for additional useage of bus services by future occupants of the apartment buildings is considered to be a positive sustainable outcome.
- 8.47 Any experiences of congestion on existing bus services should be raised with the bus service provider in an endeavour to mobilise for additional bus services. This information has also been passed on to the relevant Council officer for follow up.

**Inadequate Open Space/Storage Provision**

- 8.48 Some objectors consider the proposal does not offer sufficient open space or storage provision for future occupants. As discussed in the assessment section of this report, the diversity offered in respect of open spaces sizes is considered to be appropriate given the apartment nature of the development. Having regard to the objective of Clause 55.05-4, which calls for consideration of the "*reasonable recreational and service needs of residents*", it is considered the proposal satisfies this requirement. A permit condition will be required to increase the size of balconies which are deficient against the minimum size and dimension requirements of the standard (**Conditions 4.22**).
- 8.49 In terms of storage, it is agreed that all apartments should have a minimum of 6 cubic metres of storage. A condition to this effect has been added to any permit to issue (**Conditions 4.16**).

**9 CONCLUSION**

- 9.1 Arriving at the conclusion to support this application has been a journey spanning 16 months. While the architectural merit of the proposal has been

present from the initial concept, it has been necessary to amend the permit application to scale the proposal back in line with the expectations of the Manningham Planning Scheme.

- 9.2 It is now considered appropriate to support the planning application, as amended pursuant to Section 57A of the Planning and Environment Act 1987, subject to changes. Changes will consist of amendments to the proposed development plans to address issues arising through the assessment, including objector concerns. A number of conditions will also be proposed to ensure adequate preparatory work and management occurs during construction.
- 9.3 As demonstrated in this report, the proposal achieves a high level of compliance with the Manningham Planning Scheme, in particular Clause 21.05 Residential, Schedule 8 to the Design and Development Overlay 8 (DD08) and Clause 55 Two or More Dwellings on a Lot.
- 9.4 The design response is considered to be of a high quality adopting an interesting use of natural materials. It provides for the introduction of a proud, architecturally designed, contemporary residential apartment complex across four (4) lots along Blackburn Road - the very vision contemplated by the Schedule 8 to the Design and Development Overlay 8 (DD08).
- 9.5 The buildings extend into the residential streetscapes of Churchill and Leura Streets. In doing so, it is the opinion of officers that this is done respectfully and without comprising the amenity of adjoining and nearby properties (subject to conditions).
- 9.6 Critically, car parking requirements are now compliant (as a result of the Section 57A amendment) and the proposal also achieves an acceptable level of internal amenity for future occupants.
- 9.7 Notwithstanding the objections received to the proposal, it is considered appropriate to support the application. It is noted that a number of the grounds raised by objectors have been addressed by the Section 57A Amendment.

## RECOMMENDATION

**That having considered all objections A NOTICE OF DECISION TO GRANT A PERMIT be issued in relation to Planning Application No. PL14/024694 for the construction of three residential apartment buildings comprising 69 dwellings at 175-179 Blackburn Road and 37 Churchill Street with associated basement car parking, alteration (removal) of access to a road in a Road Zone 1 (RDZ1) and removal of the easement affecting the western boundary of 175 Blackburn Road and for no other purpose in accordance with the endorsed plans and subject to the following conditions-**

### Conditions relating to the removal of the easement

1. **Before the development starts, evidence of approval for the removal of the drainage and sewerage easement burdening the western boundary of 175 Blackburn Road must be obtained from the relevant authorities to the satisfaction of the Responsible Authority.**

2. Before the development starts, a plan of removal of the easement must be submitted for Certification by the Responsible Authority. The certified plan must be lodged with the Land Titles Office for registration.
3. Unless the plan for removal of easement approved by this permit is certified within 2 years of the date of this permit, then the permit will lapse.

Conditions relating to the development

4. Before the development starts, two copies of amended plans drawn to scale and dimensioned, must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will then form part of the permit. The plans must be generally in accordance with the plans submitted with the application (prepared by Orbit Solutions, dated 9 June 2015 and as received by Council on 15 and 22 June 2015) but modified to show:

**Building A**

- 4.1. Apartment 0-02's raised paved area to extend no further than the apartment's westernmost wall;
- 4.2. The western elevation to reflect the change required by Condition 4.1 and the finished level/s at the toe of the raised paved area;

**Building B**

- 4.3. Apartment 2-04, 3-04 and 4-01's balconies screened in accordance with Standard B22 of Clause 55.04-6 of the Manningham Planning Scheme, unless it can be demonstrated in section form that this is not necessary. The use of horizontal screens which limit downward views and which can integrate with the overall design and balustrading material should be considered;

**Building C**

- 4.4. The maximum building height reduced to 9 metres;
- 4.5. The balustrading west of Apartment 3-01 and 3-02's balconies to:
  - 4.5.1. utilise an alternative material to stone to mitigate visual bulk concerns across the western elevation; and
  - 4.5.2. be recessed by a minimum of 1.2 metres from the level below, except where the balcony is directly opposite the living room doors and windows of both apartments.
- 4.6. Apartment 3-01 and 3-02's west facing balconies and Apartment 3-02's north facing balcony screened in accordance with Standard B22 of Clause 55.04-6 of the Manningham Planning Scheme, unless it can be demonstrated in section form that this is not necessary. The use of horizontal screens which limit downward views and which can integrate with the overall design and balustrading material should be considered.

**Basement/Car Parking**

- 4.7. The allocation of a minimum eight (8) visitor car spaces within Building B and C's basement in close proximity to the basement entry;



- 4.8. The allocation of two (2) car parking spaces to three bedroom apartments to be situated adjacent to one another;
- 4.9. The re-allocation of car spaces to provide all one and two bedrooms apartments with at least one (1) car space;
- 4.10. The location and details of signage to assist pedestrians and vehicles to safe refuge;
- 4.11. Aisle widths compliant with Clause 52.06 of the Manningham Planning Scheme or the Australian Standard 2890.1:2004;
- 4.12. The driveway gradients to Building A's accessway compliant with Clause 52.06 of the Manningham Planning Scheme or the Australian Standard AS NZS 2890.1:2004;
- 4.13. An additional 300mm to be provided to all dead end car spaces in accordance with Clause 2.4.2 of AS/ NZS 2890.1:2004;
- 4.14. The length and width of all car parking spaces to comply with Clause 52.06 of the Manningham Planning Scheme or the Australian Standard AS NZS 2890.1:2004;
- 4.15. A swept path diagram to illustrate the ability to conveniently enter and exit car parking space number 52 in the basement of Building B & C;
- 4.16. Six (6) cubic metres of storage to be provided to each apartment in accordance with Clause 55.05-6 of the Manningham Planning Scheme.
- 4.17. Details of basement ventilation, including the location of any exhaust intake or outlet required;
- 4.18. Corrections to all relevant plans to reflect the accurate number of apartments and car parking spaces, including an updated Development Summary Table;
- 4.19. Demonstration of the ability for a waste collection vehicle to achieve the necessary clearance to undertake waste collection from within the site in accordance with the Waste Management Plan required by Condition 9 of this permit;
- 4.20. The location within each basement where private waste collection will occur in accordance with the Waste Management Plan required by Condition 9 of this permit;

**General**

- 4.21. A colour schedule on all elevations to include details of all materials and colours, including paving, fencing, screening, retaining walls and all building and facade treatments;
- 4.22. All balconies with an area of at least eight square metres with a minimum dimension of 1.6 metres. Dimensions must be taken to the internal side of the balcony;
- 4.23. Along the western and northern boundaries common with 2 Leura Street, replacement boundary fencing of a minimum height of 2.2 metres above natural ground level;

- 4.24. A plan notation that any paving or works to occur in the Blackburn Road reservation are subject to approval from VicRoads in accordance with Condition 39 of this permit;
- 4.25. Demonstration that a maximum disability ramp grade of 1:14 can be achieved to the pedestrian entrance of all buildings from the Blackburn Road footpath;
- 4.26. The design detail of proposed external screening at a scale of 1:20 or 1:50 to achieve full compliance with Standard B22 of Clause 55.04-6 of the Manningham Planning Scheme;
- 4.27. The provision of solar protection to all west facing windows of apartments contained within Buildings A and C;
- 4.28. Acoustically rated glass to all window and door openings facing Blackburn Road and elsewhere in the buildings where the openings are positioned over or adjacent to a vehicular access ramp;
- 4.29. Location, material and height details of all front fencing to not exceed 1.8 metres above natural ground level;
- 4.30. Location, material and height details of all retaining walls, including within the ground level open spaces, to be setback from site boundaries to enable landscaping atop;
- 4.31. Details of external lighting to be installed to provide for the safety of occupants and visitors of the building;
- 4.32. A plan notation to indicate that all fire service and electrical cabinets (including substations) will be integrated into the architectural design, so as not to present as visually dominating elements across any streetscape;
- 4.33. All infrastructure forward of the site to be shown, including drainage pits, telecommunication pits, fire hydrants, etc;
- 4.34. A plan notation that the removal and replacement of the street tree is to occur at the full cost of the permit holder;
- 4.35. Retractable clotheslines to all ground level open spaces and balconies to limit their visibility to public and private realms;
- 4.36. The location of all air-conditioning units to be screened from public and private realms and not be located on apartment balconies;
- 4.37. A roof plan containing services (including air conditioning units, basement exhaust ducts, solar panels or hot water systems) which must be screened to the satisfaction of the Responsible Authority.
- 4.38. Energy and water measures required in the Sustainability Management Plan, including but not limited to solar hot water, specific solar PV system, rainwater tank capacities and a reconsideration of the location of solar panels to optimise efficiency;
- 4.39. Any further modifications required as a result of the Management Plans required by Conditions 6, 8 and 9.

#### Endorsed Plans

5. The development as shown on the approved plans must not be modified for any reason, without the written consent of the Responsible Authority.

#### **Sustainability Management Plan**

6. Before the development starts or the issue of a building permit for the development, whichever is the sooner, two copies of an amended Sustainability Management Plan (SMP), prepared by a suitably qualified environmental engineer or equivalent must be submitted to and approved by the Responsible Authority. When approved the Plan will form part of the permit. The recommendations of the Plan must be incorporated into the design and layout of the development and must be implemented to the satisfaction of the Responsible Authority before the occupation of any dwelling. The Plan must be generally in accordance with the plan prepared by Sustainable Design Consultants, as amended in June 2015, but modified to include the following:
  - 6.1. Water
    - 6.1.1. Overflow to detention via gravity flow;
    - 6.1.2. Clarification in relation to the extent of toilets to be connected to rainwater storage;
    - 6.1.3. The capacity of rainwater tanks to be informed by the requirements of Conditions 13 and 14 of this permit;
    - 6.1.4. Provide standard details with filter media types, depth and planting schedule in compliance with FAWB guidelines;
    - 6.1.5. Raingarden design and planting schedule to be reflected and compliant with the latest drainage and landscape plans.
7. Prior to the occupation of any building approved under this permit, a report from the author of the SMP report, approved pursuant to this permit, or similarly qualified person or company, must be submitted to the satisfaction of the Responsible Authority. The report must confirm that all measures specified in the SMP have been implemented in accordance with the approved Plan.

#### **Construction Management Plan**

8. Before the development starts, two copies of a Construction Management Plan must be submitted to and approved by the Responsible Authority. When approved the plan will form part of the permit. The plan must address, but not be limited to, the following:
  - 8.1. A liaison officer for contact by residents and the responsible authority in the event of relevant queries or problems experienced;
  - 8.2. Hours of construction in accordance with the Manningham Local Law;
  - 8.3. Delivery and unloading points and expected frequency;
  - 8.4. On-site facilities for vehicle washing;
  - 8.5. Parking facilities/locations for construction workers to be illustrated in map form;

- 8.6. Other measures to minimise the impact of construction vehicles arriving at and departing from the land;
- 8.7. Methods to contain dust, dirt and mud within the site, and the method and frequency of clean up procedures;
- 8.8. The measures for prevention of the unintended movement of building waste and other hazardous materials and pollutants on or off the site, whether by air, water or other means;
- 8.9. An outline of requests to occupy public footpaths or roads, and anticipated disruptions to local services;
- 8.10. The measures to minimise the amount of waste construction materials;
- 8.11. Measures to minimise impact to existing boundary and front fencing on adjoining properties;
- 8.12. The measures to minimise noise and other amenity impacts from mechanical equipment/construction activities, especially outside of daytime hours; and
- 8.13. Adequate environmental awareness training for all on-site contractors and sub-contractors.

#### **Waste Management Plan**

9. Before the development starts, or the issue of a building permit for the development, whichever is the sooner, an amended Waste Management Plan must be submitted and approved to the satisfaction of the Responsible Authority. When approved the plan will form part of the permit. The Plan must generally be in accordance with the plan prepared by Sustainable Design Consultants, as amended in June 2015, but modified to provide for:
  - 9.1. The correct number of apartments;
  - 9.2. The private waste contractor to undertake waste collection from within the basements comprising the development;
  - 9.3. No bins to be left on nature strip;
  - 9.4. The hours and frequency of pick up for general waste and recyclables;
  - 9.5. Swept path diagrams and turning templates to demonstrate that a waste service vehicle can undertake a 3-point turn and manoeuvre within the basement in order to exit the site in a forward direction;
  - 9.6. Demonstration that an adequate height clearance is available within the basement to allow a waste service vehicle to enter and exit the site;
  - 9.7. Details of the waste collection vehicle that will enter and exit the site and access waste facilities;
  - 9.8. Details on how hard waste will be disposed;
  - 9.9. A description on how residents will access waste facilities.
10. The Management Plans approved under Conditions 6, 8 and 9 of this permit must be implemented and complied with at all times to the

satisfaction of the Responsible Authority unless with the further written approval of the Responsible Authority.

#### **Landscape Plan**

11. Before the permitted development starts, an amended Landscape Plan must be submitted and approved to the satisfaction of the Responsible Authority. When approved the plan will form part of the permit. The Plan must generally be in accordance with the landscape plan prepared by John Patrick Pty Ltd, as amended on 10 June 2015, but modified to show:

11.1. Any details as relevant or directed by any other condition of this Permit;

11.2. A layout consistent with the plans approved under Condition 1, including the location of all retaining walls;

11.3. A planting schedule detailing the species, numbers of plants, approximate height, spread of proposed planting and planting/pot size for all trees, shrubs and all other plants;

11.4. Surface treatments.

The use of synthetic grass as a substitute for open lawn area within secluded private open space or a front setback will not be supported. Synthetic turf may be used in place of approved paving decking and/or other hardstand surfaces.

#### **Landscape Bond**

12. Before the release of the approved plans under Condition 4, a \$15,000 cash bond or bank guarantee must be lodged with the Responsible Authority to ensure the completion and maintenance of landscaped areas and such bond or bank guarantee will only be refunded or discharged after a period of 13 weeks from the completion of all works, provided the landscaped areas are being maintained to the satisfaction of the Responsible Authority.

13. Before the occupation of the dwellings, landscaping works as shown on the approved plans must be completed to the satisfaction of the Responsible Authority and then maintained to the satisfaction of the Responsible Authority.

#### **Stormwater — On–Site Detention System**

14. The owner must provide onsite storm water detention storage or other suitable system (which may include but is not limited to the re–use of stormwater using rainwater tanks), to limit the Permissible Site Discharge (PSD) to that applicable to the site coverage of 35 percent of hard surface or the pre existing hard surface if it is greater than 35 percent. The PSD must meet the following requirements:

14.1. Be designed for a 1 in 5 year storm; and

14.2. Storage must be designed for 1 in 10 year storm.

15. Before the development starts, a construction plan for the system required by Condition No. 14 of this permit must be submitted to and approved by the Responsible Authority. The system must be maintained

by the Owner thereafter in accordance with the approved construction plan to the satisfaction of the Responsible Authority.

#### **Drainage**

16. Stormwater must not be discharged from the subject land other than by means of drainage to the legal point of discharge. The drainage system within the development must be designed and constructed to the requirements and satisfaction of the relevant Building Surveyor.

#### **Basement Car Parking/Vehicle Accessways**

17. Before the occupation of the approved dwellings, all basement parking spaces must be line-marked, numbered and signposted to provide allocation to each dwelling and visitors to the satisfaction of the Responsible Authority.
18. Visitor parking spaces must not be used for any other purpose to the satisfaction of the Responsible Authority.
19. Prior to occupation of the approved dwellings, any new or modified vehicular crossover must be constructed in accordance with the approved plans of this permit to the satisfaction of the Responsible Authority.
20. Any security door/grille to the basement opening must maintain sufficient clearance when fully open to enable the convenient passage of rubbish collection vehicles which are required to enter the basement and such clearance must also be maintained in respect of sub-floor service installations throughout areas in which the rubbish truck is required to travel to the satisfaction of the Responsible Authority.
21. Any redundant vehicle crossover must be removed and the footpath, nature strip and kerbing reinstated to the satisfaction of the Responsible Authority.

#### **Site Services**

22. Unless depicted on a roof plan approved by this permit, no roof plant (includes air conditioning units, basement exhaust ducts, solar panels or hot water systems) which is visible to immediate neighbours or from the street may be placed on the roof of the approved building, without details in the form of an amending plan being submitted to and approved by the Responsible Authority.
23. If in the opinion of the Responsible Authority, roof plant proposed under the permit is acceptable subject to the erection of sight screens, such sight screen details must be included within any amending plan and must provide for a colour co-ordinated, low maintenance screen system with suitable service access to the satisfaction of the Responsible Authority.
24. If allowed by the relevant fire authority, external fire services must be enclosed in a neatly constructed, durable cabinet finished to complement the overall development, or in the event that enclosure is not allowed, associated installations must be located, finished and landscaped to minimise visual impacts from the public footpath in front of the site to the satisfaction of the Responsible Authority.

25. All upper level service pipes (excluding stormwater downpipes) must be concealed and screened respectively to the satisfaction of the Responsible Authority.
26. No air-conditioning units may be installed on the building so as to be visible from public or private realm, including on balconies, to the satisfaction of the Responsible Authority.
27. Any clothes-drying rack or line system located on a balcony must be lower than the balustrade of the balcony and must not be visible from off the site to the satisfaction of the Responsible Authority.
28. An intercom and an automatic basement door opening system (connected to each dwelling) must be installed, so as to facilitate convenient 24 hour access to the basement car park by visitors, to the satisfaction of the Responsible Authority.
29. A centralised TV antenna system must be installed and connections made to each dwelling to the satisfaction of the Responsible Authority.
30. No individual dish antennas may be installed on balconies, terraces or walls to the satisfaction of the Responsible Authority.
31. All services, including water, electricity, gas, sewerage and telephone, must be installed underground and located to the satisfaction of the Responsible Authority.

#### **Maintenance/Nuisance**

32. In the event of excavation causing damage to an existing boundary fence, the owner of the development site must at their own cost repair or replace the affected fencing to the satisfaction of the Responsible Authority.
33. Privacy screens, obscure glazing, replacement boundary fencing as shown on the approved plans must be installed prior to occupation of the dwellings to the satisfaction of the Responsible Authority and maintained thereafter to the satisfaction of the Responsible Authority. The use of the obscure film fixed to transparent windows is not considered to be obscured glazing or an appropriate response to screen overlooking.
34. All retaining walls must be constructed and finished in a professional manner to ensure a neat presentation and longevity to the satisfaction of the Responsible Authority.
35. Buildings, paved areas, drainage and landscaping must be maintained to the satisfaction of the Responsible Authority.
36. Communal lighting must be connected to reticulated mains electricity and be operated by a time switch, movement sensors or a daylight sensor to the satisfaction of the Responsible Authority.
37. All noise emanating from any mechanical plant must comply with the relevant State noise control legislation and in particular, any basement exhaust duct/unit must be positioned, so as to minimise noise impacts on residents of the buildings and adjacent properties to the satisfaction of the Responsible Authority.

#### **VicRoads Conditions**

38. Prior to the commencement of the use of the development, all disused or redundant vehicle crossings (to 175 and 177 Blackburn Rd) must be removed and kerb and channel, nature strip and footpath reinstated to the satisfaction of and at no cost to VicRoads and the Responsible Authority.
39. No work may be commenced in, on, under or over the Blackburn Road reserve without having first obtaining all necessary approvals under the Road Management Act 2004, the Road Safety Act 1986, and any other relevant acts or regulations created under those Acts.

**Time Limit**

40. This permit will expire if one of the following circumstances apply:
  - 40.1. The development and use are not started within two (2) years of the date of the issue of this permit; and
  - 40.2. The development is not completed within four (4) years of the date of this permit.

The Responsible Authority may extend these periods referred to if a request is made in writing by the owner or occupier either before the permit expires or in accordance with Section 69 of the *Planning and Environment Act 1987*.

**MOVED: O'BRIEN**  
**SECONDED: HAYNES**

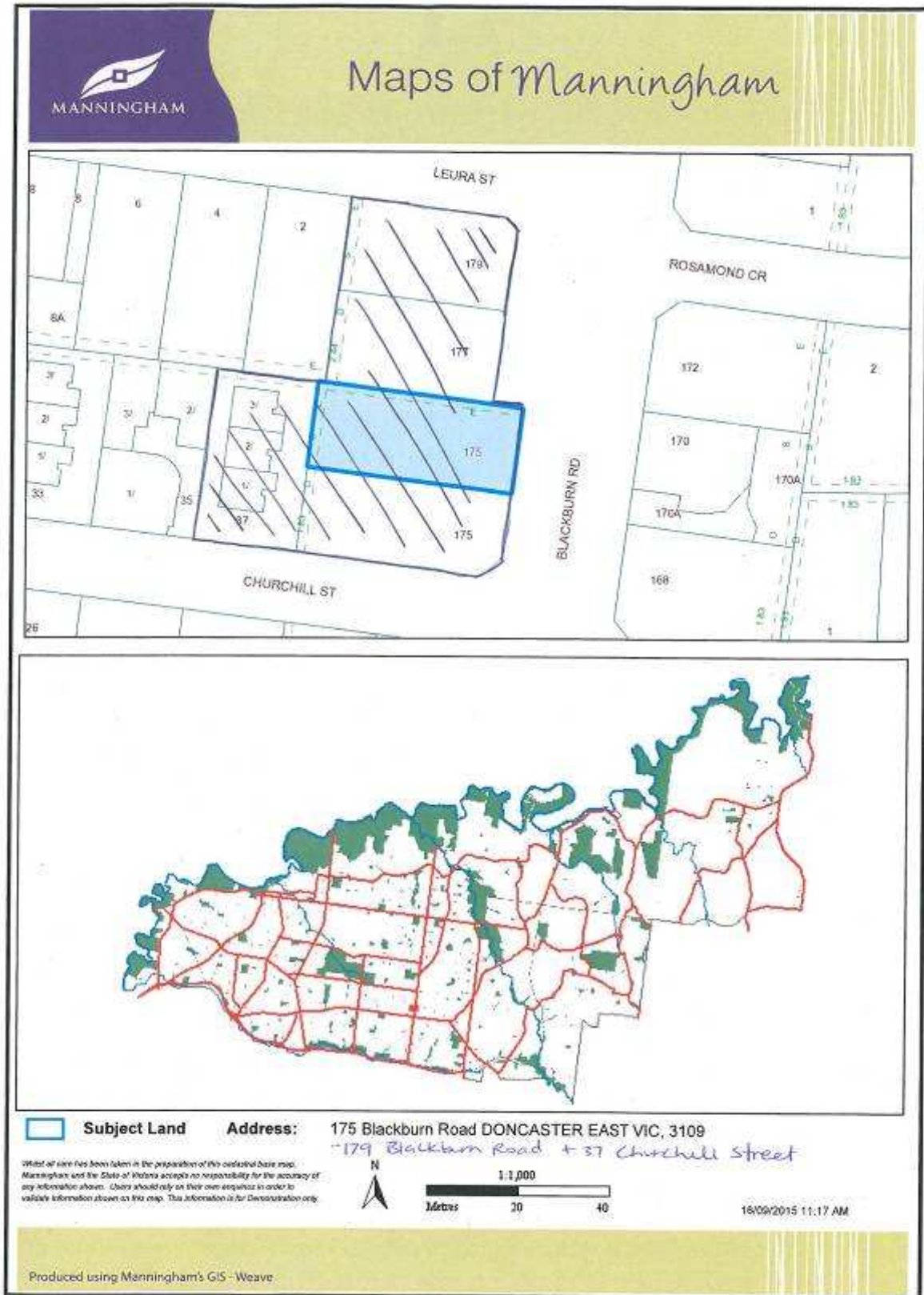
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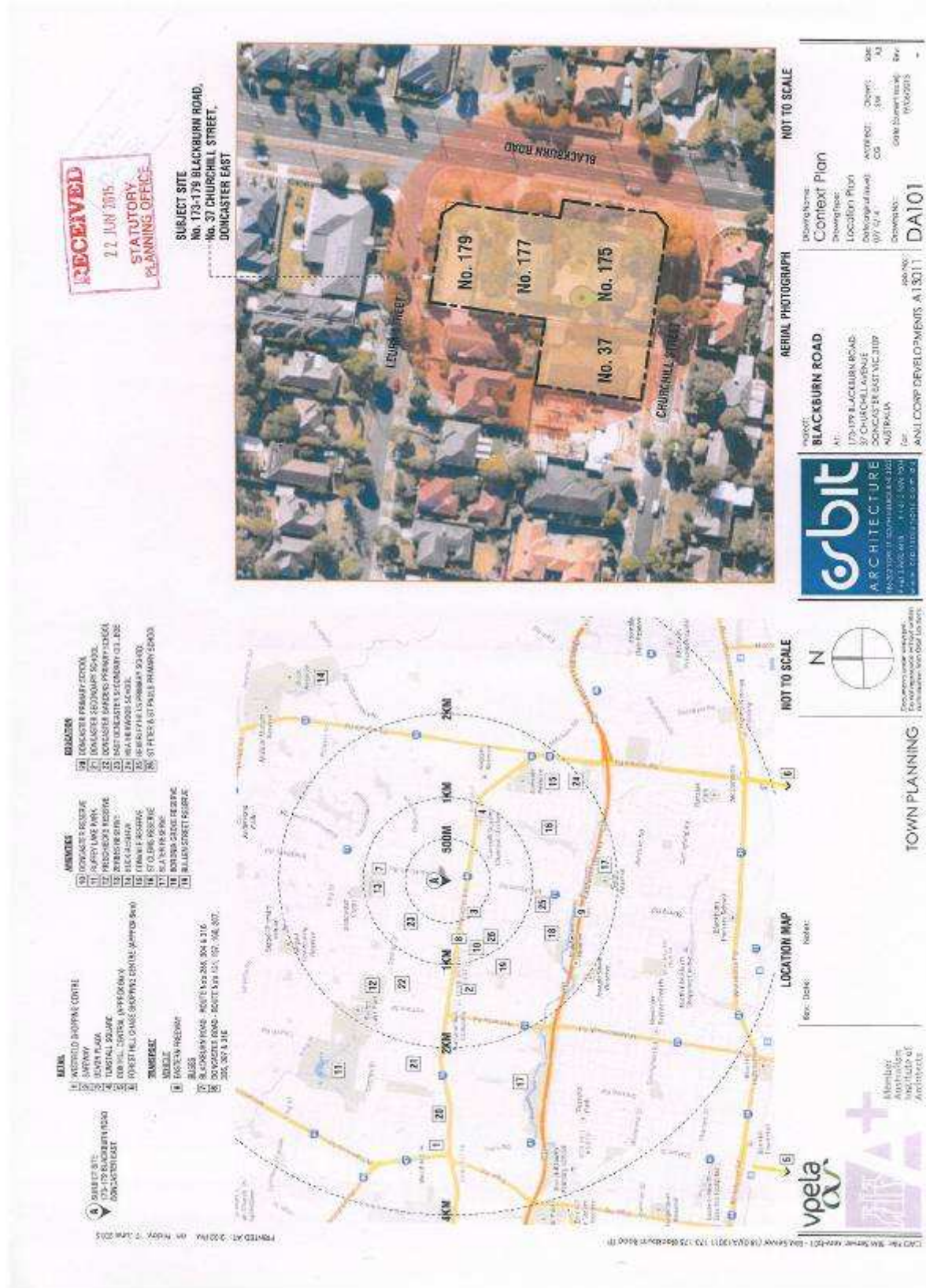
**CARRIED**

"Refer Attachments"

\* \* \* \* \*









CONTEXTUAL RESPONSE

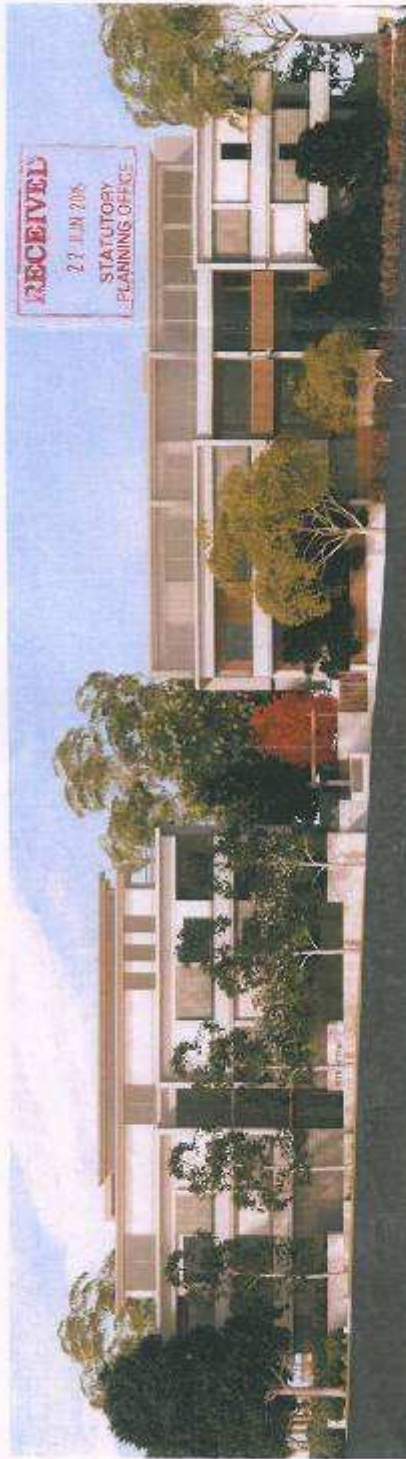
With close proximity to the active centre on Dorcasway Road, but public transport and interchange the site is ideal for a high quality development that assists in the continued advancement of Dorcasway East as an exciting, contemporary hub. The architectural response adopts a broad approach that seeks to go beyond simply creating a beautiful object and seeks to establish a building that enhances its environment by its presence. The three active facades are articulated in a way that maintains the human scale familiar to the original established order, in which houses present similar yet identifiable unique characteristics.

The articulated forms present separately defined buildings with a series of clearly identifiable spaces such as landscaped open areas, views into common courtyards and private open spaces to residents of all levels. By allowing a transparent yet unobscured view into different parts of the development, the options provides a reduced overall scale and improved human scale, and creates separately identifiable addresses and access points to each of the street frontages. This treatment ameliorates the risk that a large expanse of building facade overwhelms the street often than providing the desired activity and sense of community.

There is a diversity of building forms and material treatments in the immediate surrounding area, predominantly built 1960-1970 when the area ceased being mainly Onebricks. There is however, some older building stock from the 1930s and earlier. The suburb has been being built out in the 1980s and since this time most growth has been spread; in-fill building. More recently the high amenity in the area, well regarded schools and excellent demographic have suggested an opportunity to replace depreciated low density streets with medium density apartment and town house stock. In responding to the context a conscious decision was made to both reference and improve upon the surrounding forms.

Reflecting the mixed character of the street, the form and treatment of the proposed buildings presents an articulated response to Blackburn Road and as they turn corners into the street side streets. As each building turns the corner they introduce a more varied treatment including considered lighting and landscaping. The varied heights of the materials provide acoustic and visual privacy from the completed dwellings and neighbouring sites. At the same time the design has been treated to buffer certain environmental factors and the edges have been articulated to take advantage of views from, and natural light to, the perimeter apartments.

To the west of the development site on Churchill Street a recent three double-storey town houses in a built-up configuration have been constructed on what has previously been a single-lotting site. The proposed building the site adjacent to these houses the entry to the Churchill Street basement and is the smallest of the three proposed buildings. With its three levels significantly set back from the west it provides a transitional form that steps up to the four storey dwellings that are proposed along Blackburn Road. Privacy screens to mid levels on the building provide enriching visual buffers between the proposed development and the new houses on Churchill Street. The proposed building sits seamlessly within this developing streetscape and provides an optimum scale for the transitional site.



View of Building East (corner view only) from Blackburn Road



Member of the Institute of Architects

Rev. Date: NONE

Notes:

Downloaded by: [unreadable]  
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PROJECT: BLACKBURN ROAD  
175-179 BLACKBURN ROAD  
17 CHURCHILL STREET  
CHURCHILL EAST VIC 3169  
FOR: ANU CORP DEVELOPMENTS A 13011

Project Information  
Architect: sbit  
Drawn: SW  
Scale: A3  
Date: 15/09/2015

DA004

Page No: 122 of 122  
File Name: 13-173-179 Blackburn Road TP

Page No: 122 of 122  
File Name: 13-173-179 Blackburn Road TP

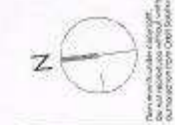


PRINTED AT: 2015.06.15 09:59:15 AM

CAD FILE: 173-125 BUCKBURN ROAD.dwg  
PLOT DATE: 2015.06.15 09:59:15 AM

Drawing Name: **DA137**  
 Easements  
 Strategy Diagrams  
 Date Issued: 20/06/15  
 Drawn: SW  
 Checked: CD  
 Date Issued: 20/06/15  
 Rec'd: 20/06/15

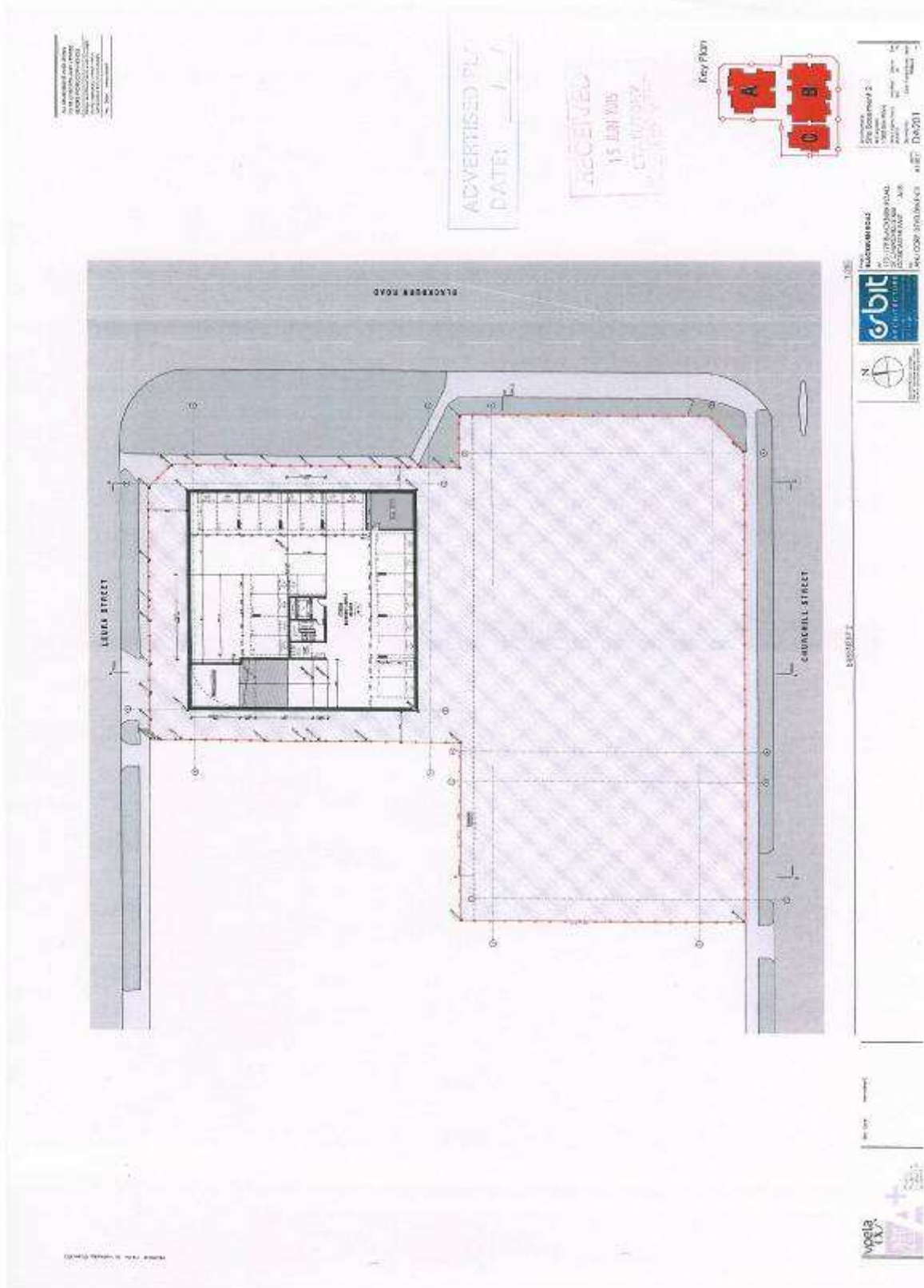
Project: **BLACKBURN ROAD**  
 AT  
 173-125 BUCKBURN ROAD  
 37 CHURCHILL AVENUE  
 DUNGASIE VIC 3086  
 A/D/194/14  
 FOR: **AMU CORP DEVELOPMENTS A/3011**

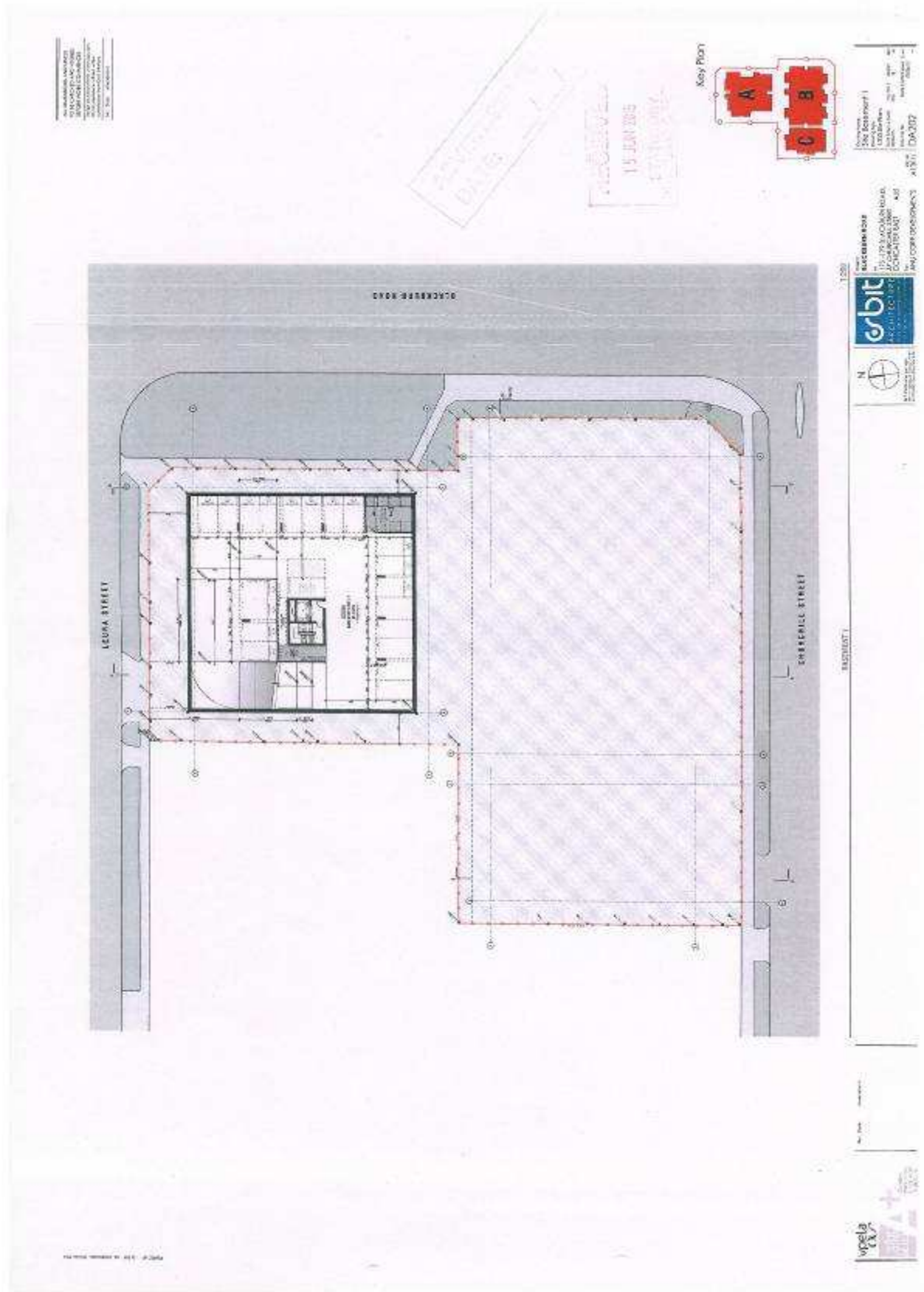


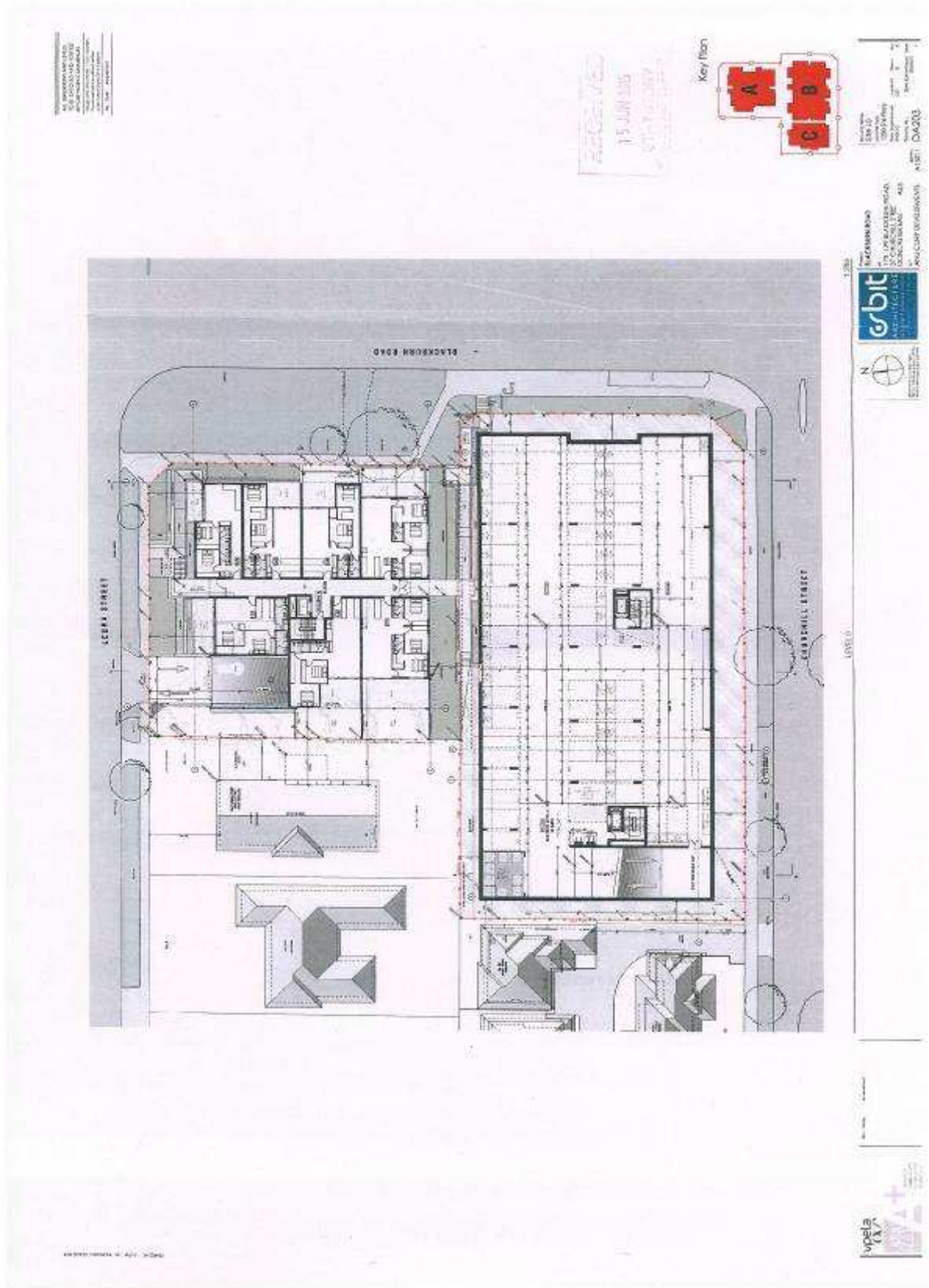
**TOWN PLANNING**  
 173-125 BUCKBURN ROAD  
 DUNGASIE VIC 3086  
 PH: 03 9450 1111  
 WWW.SBITARCHITECTURE.COM.AU

Map Code: **None**

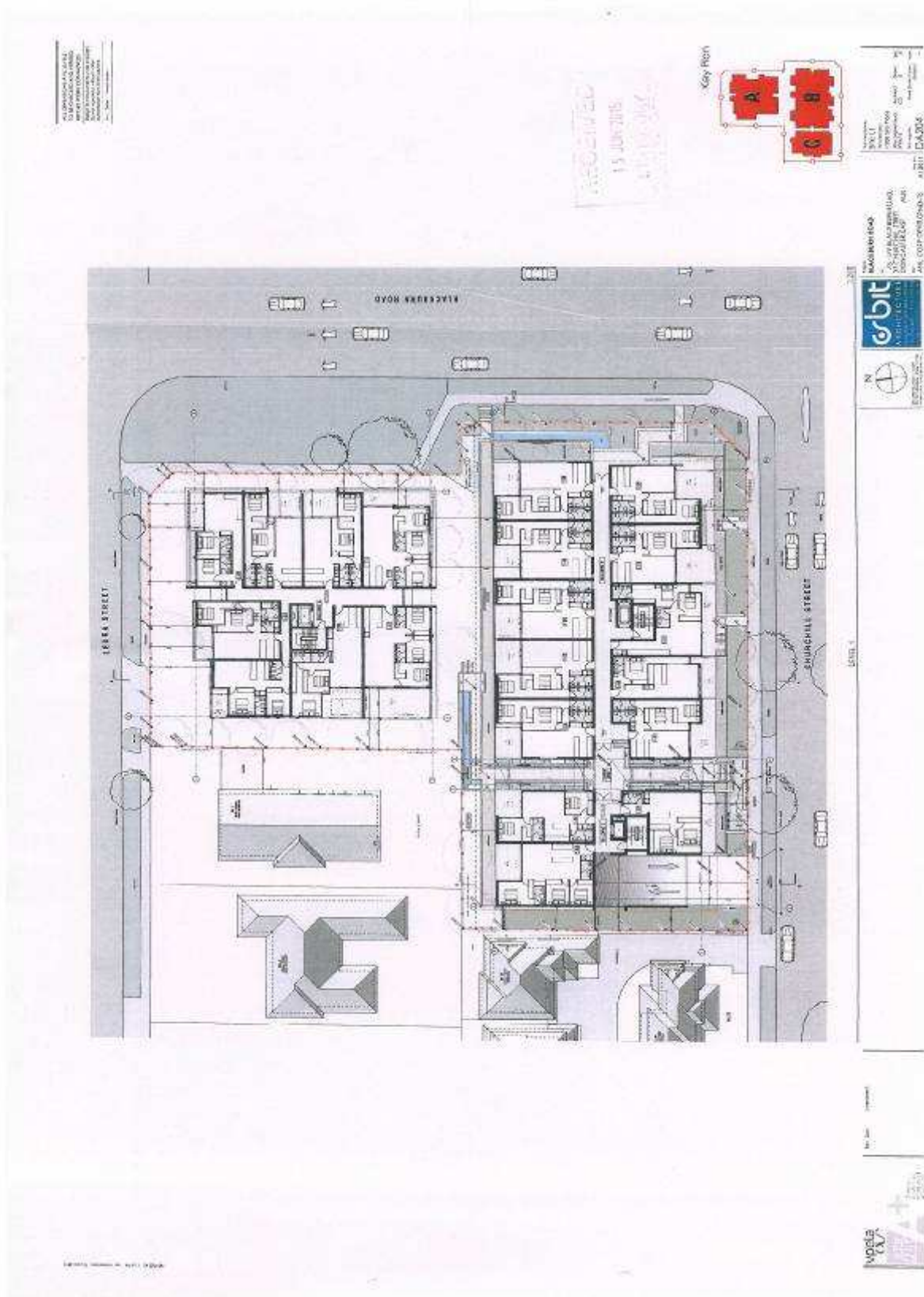


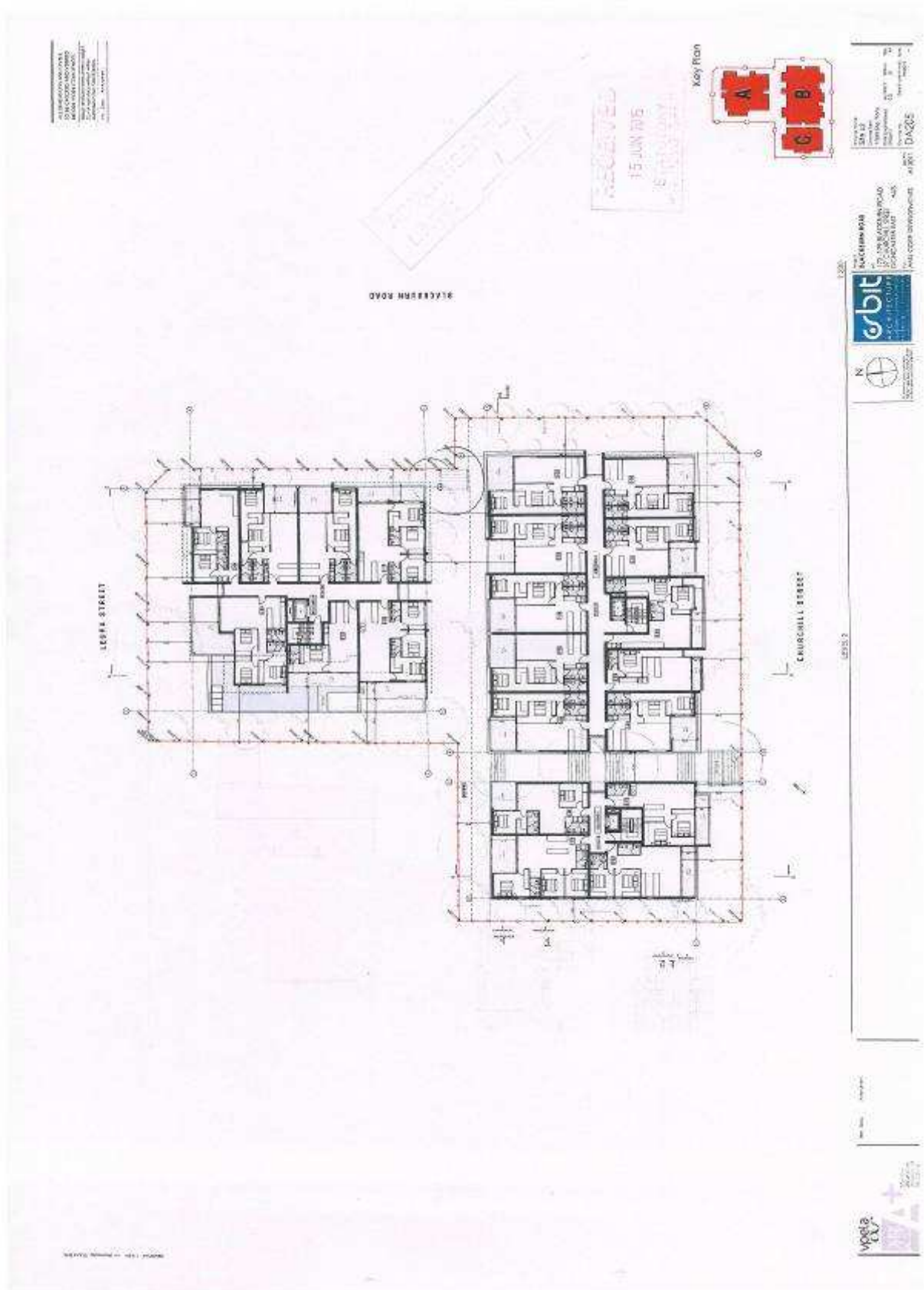


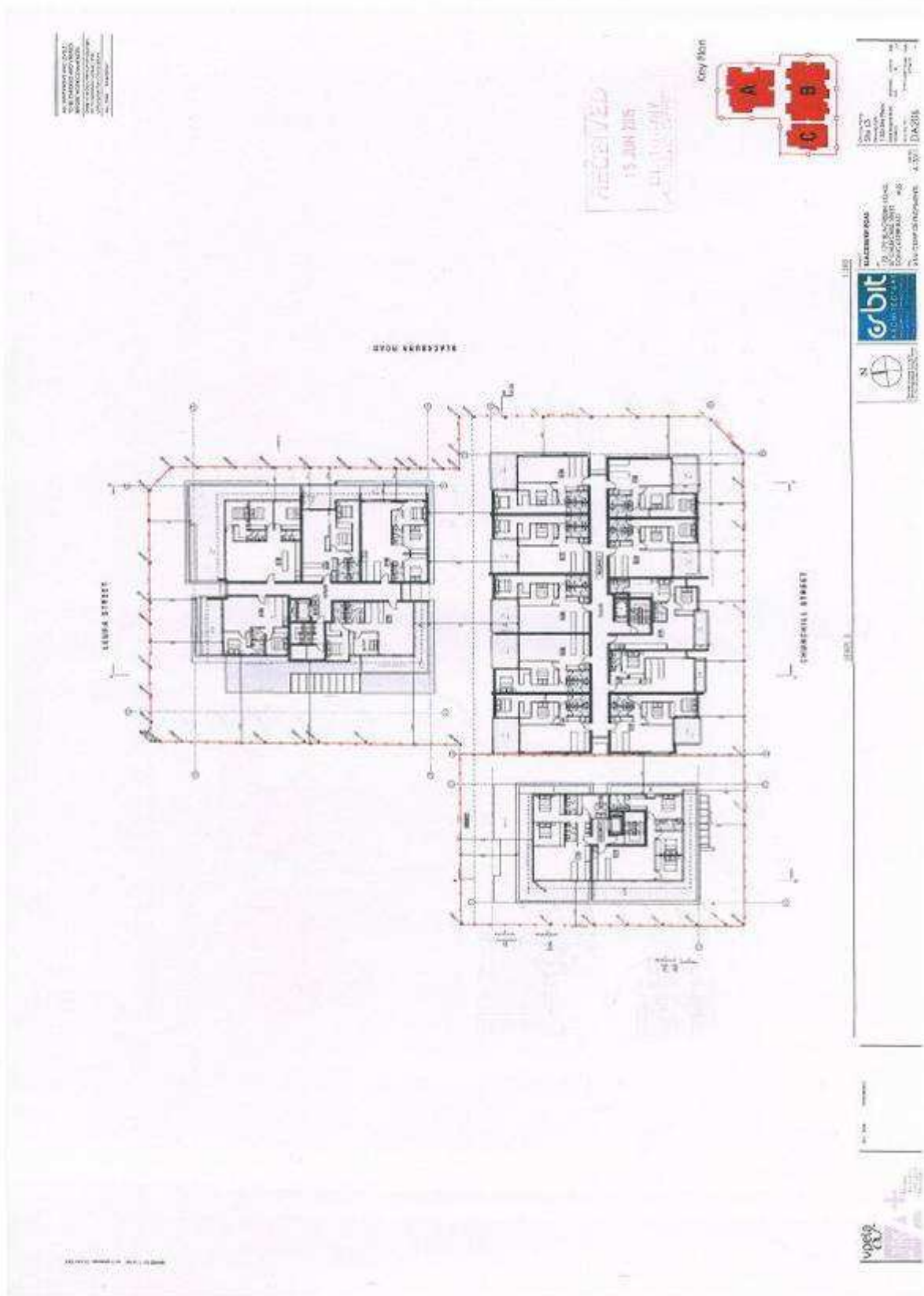


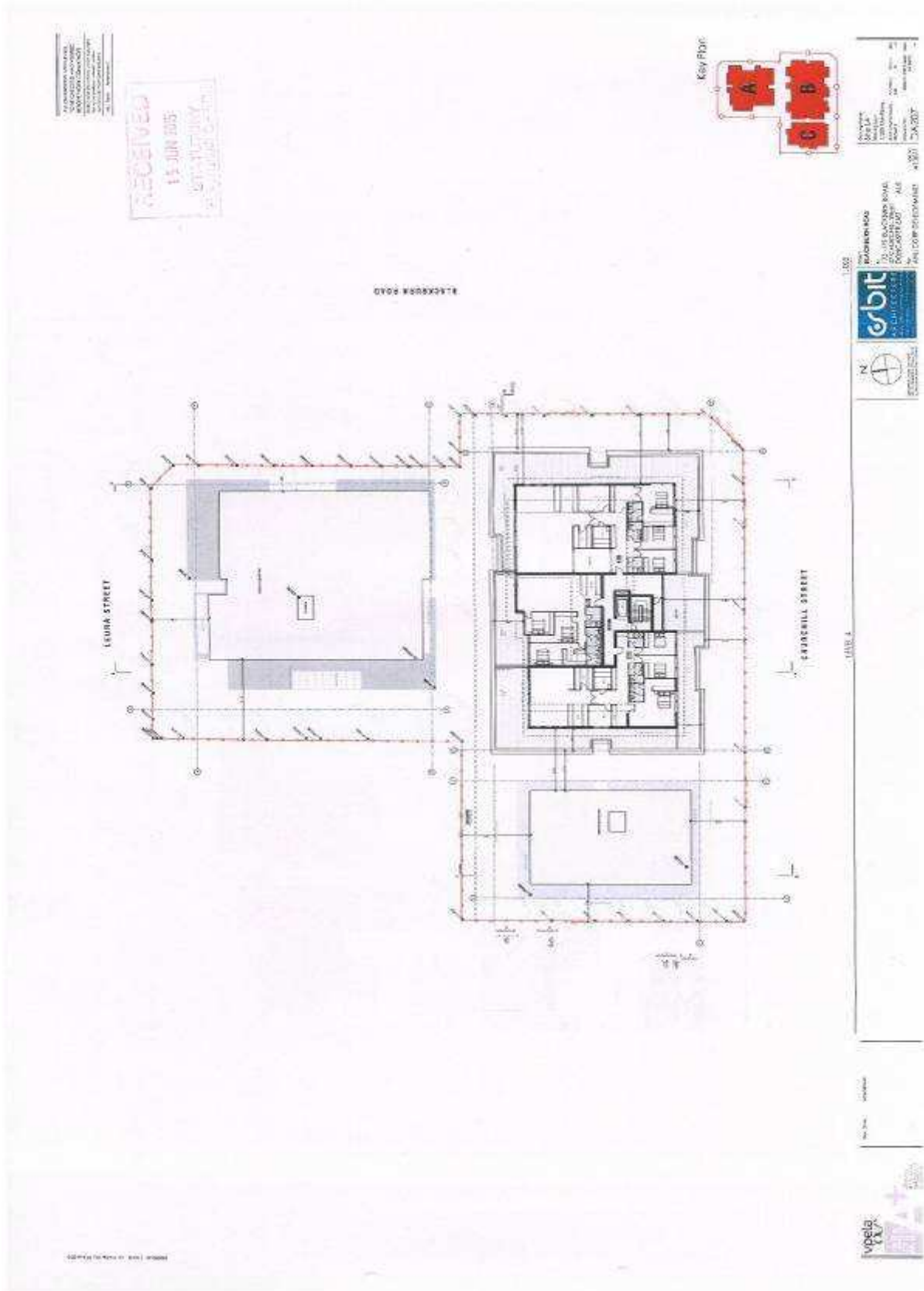


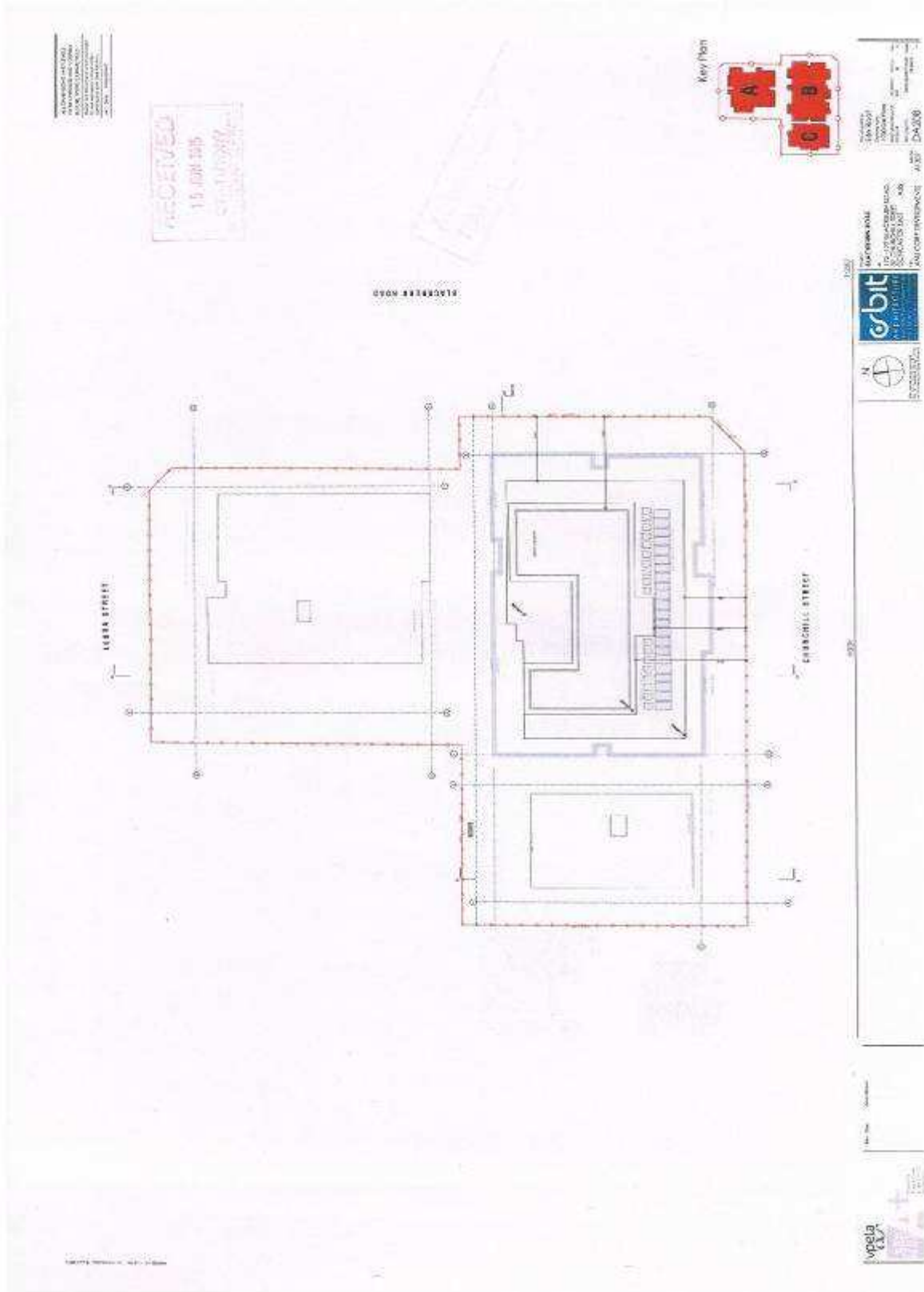


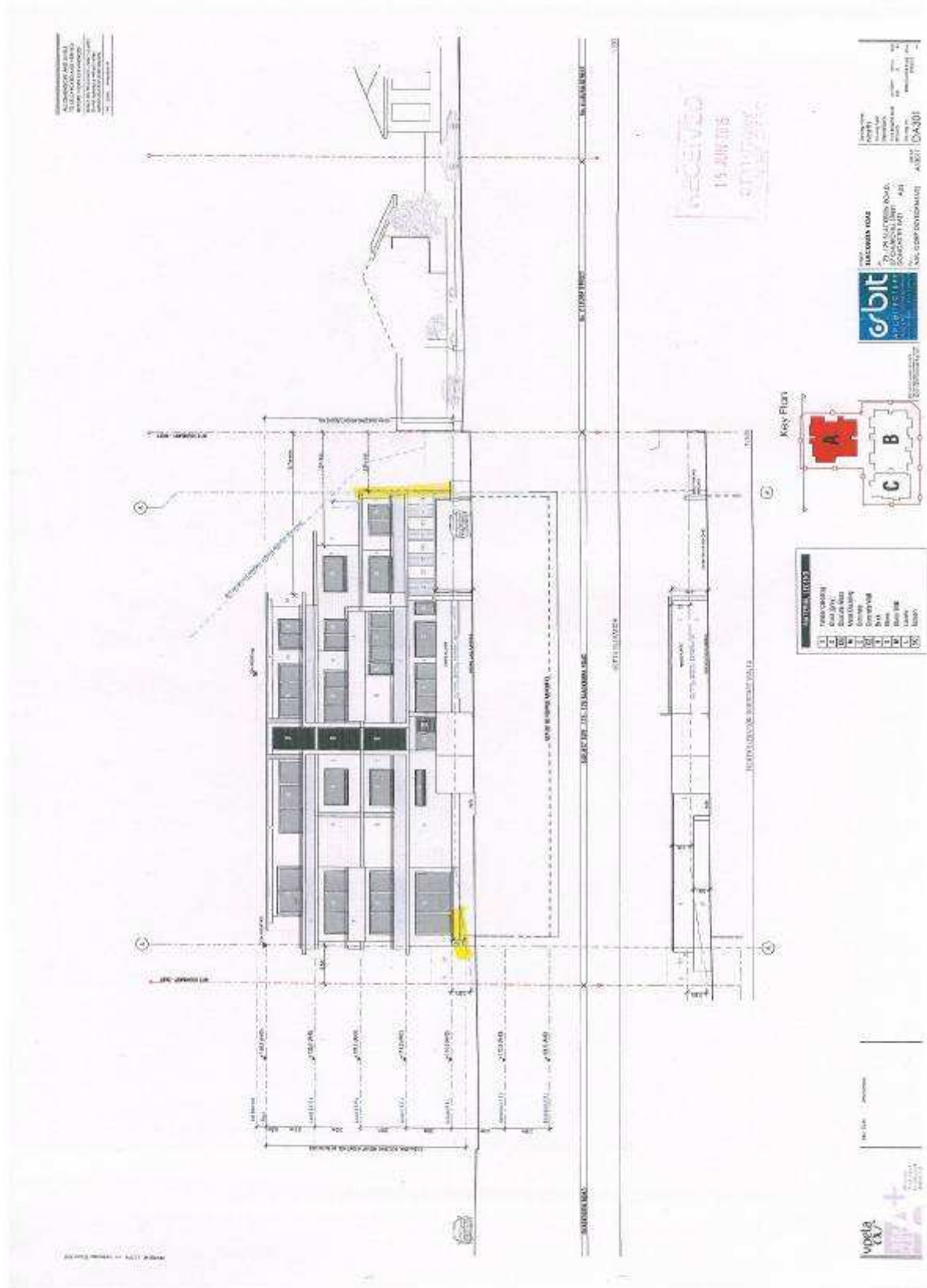


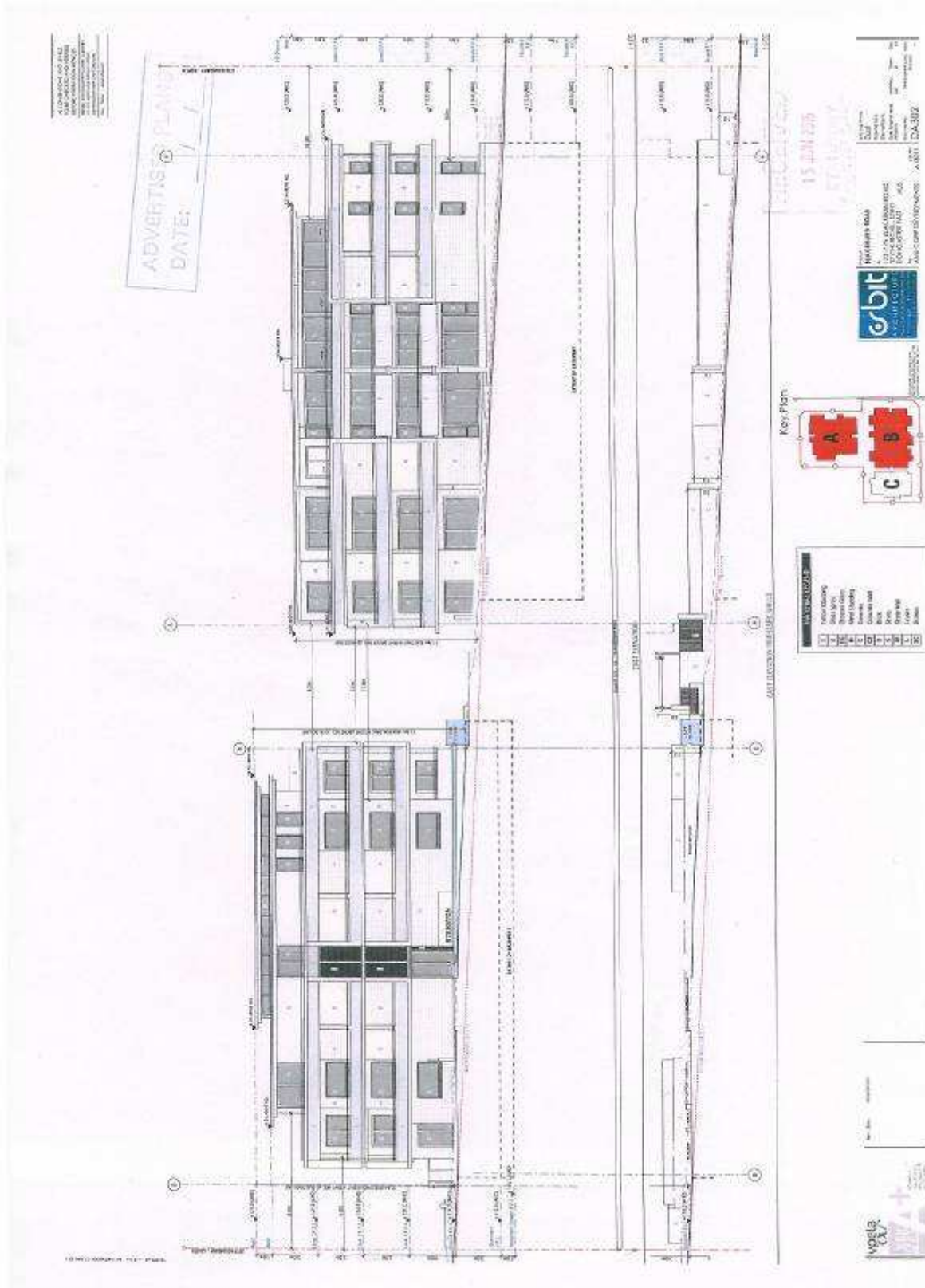


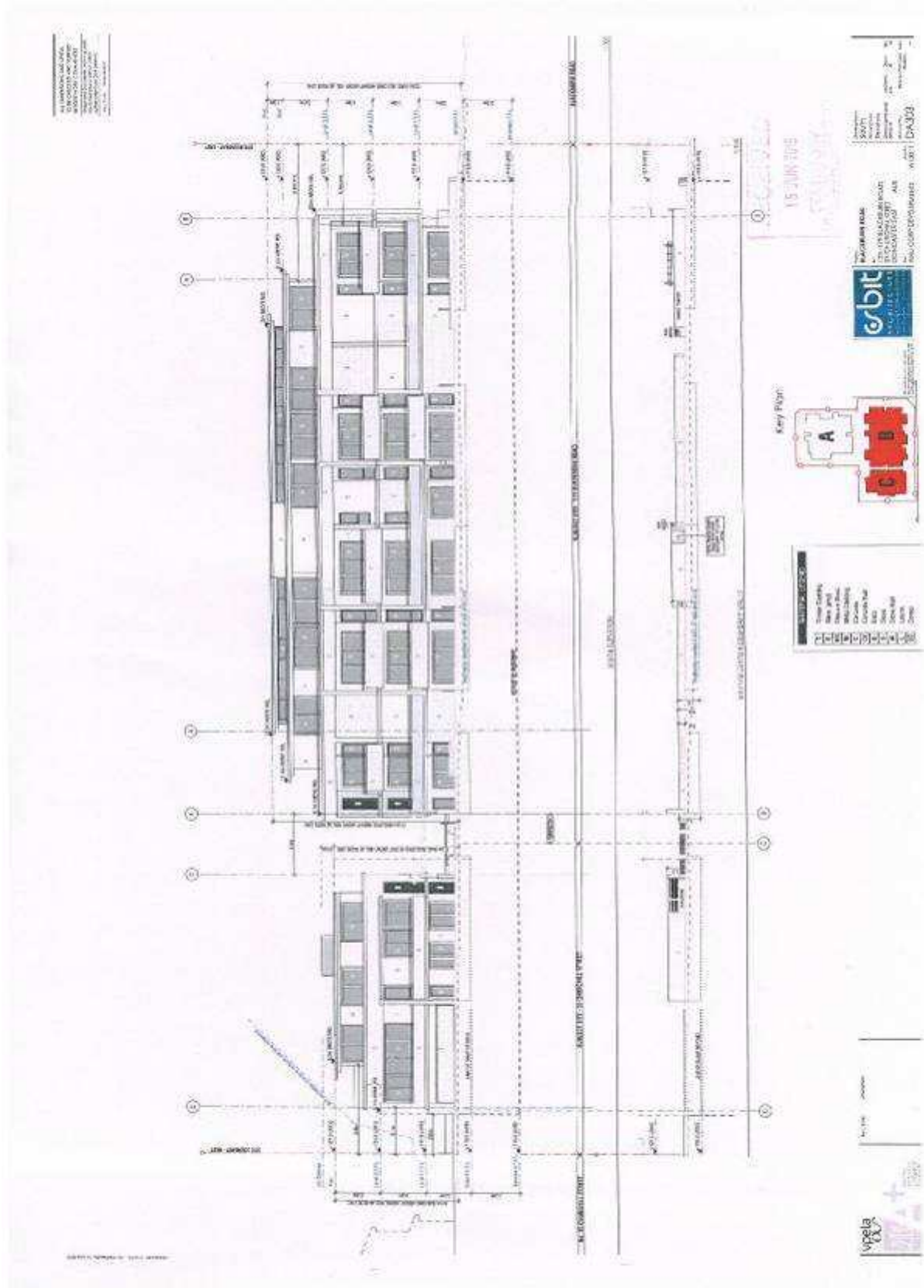




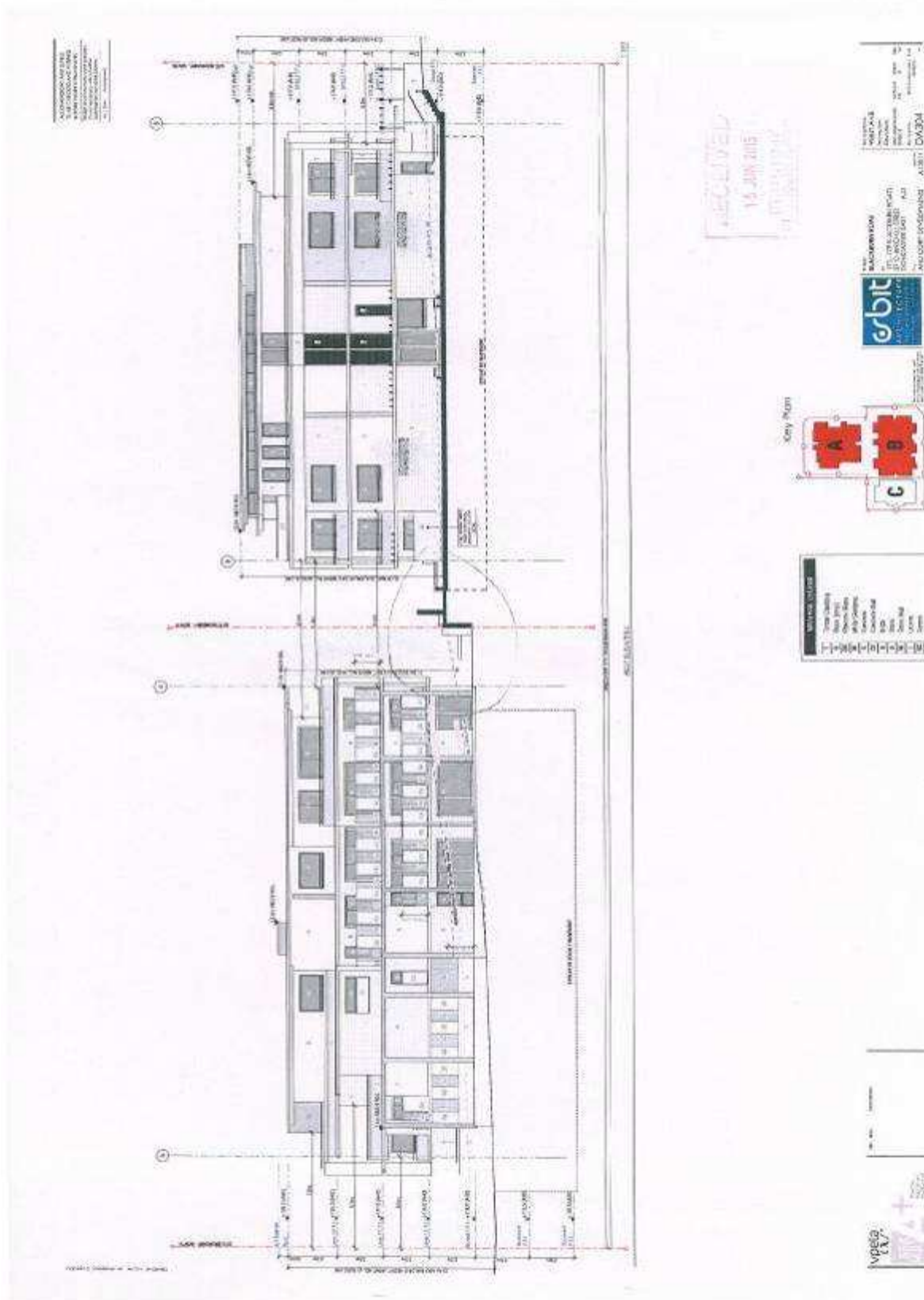


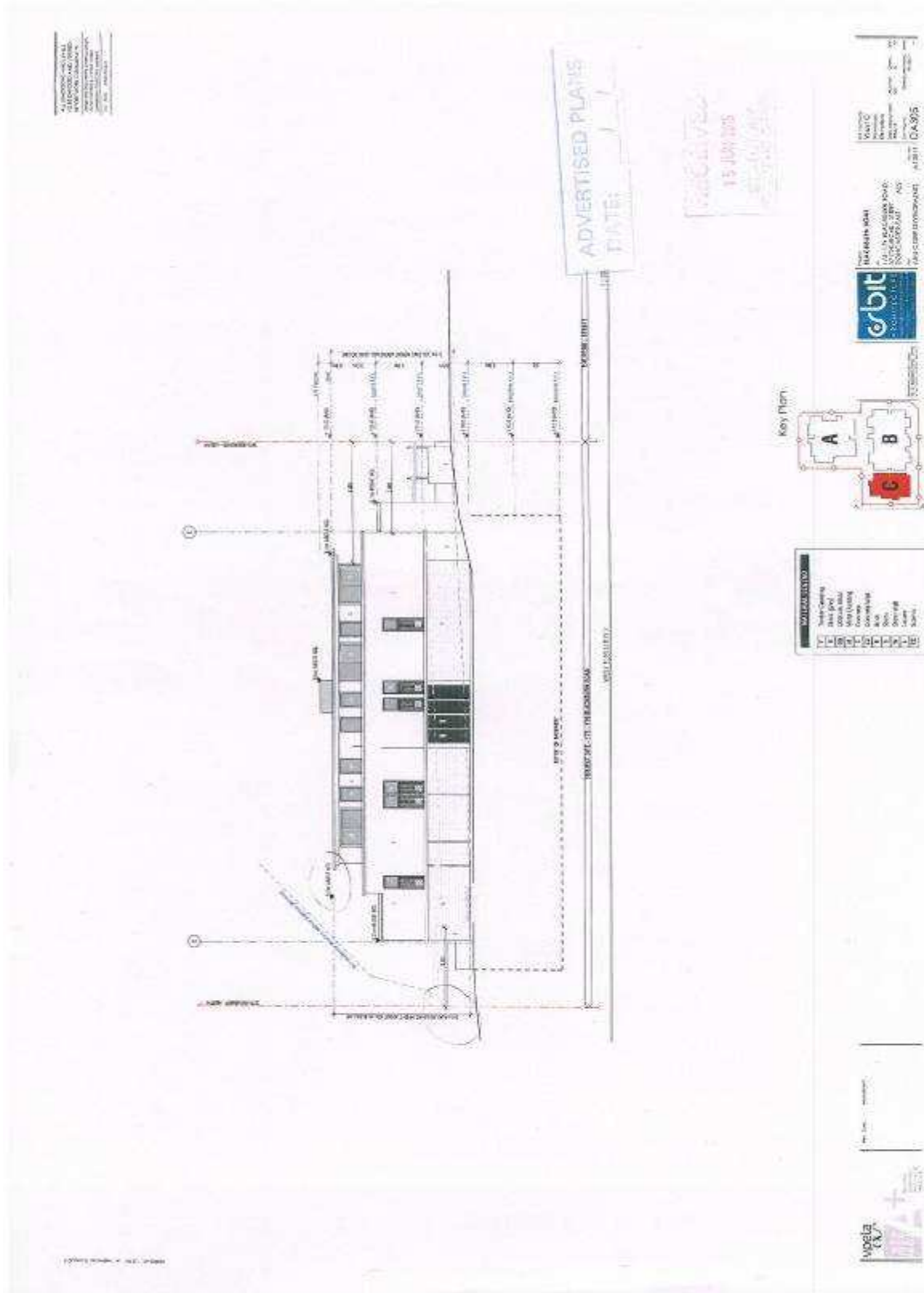


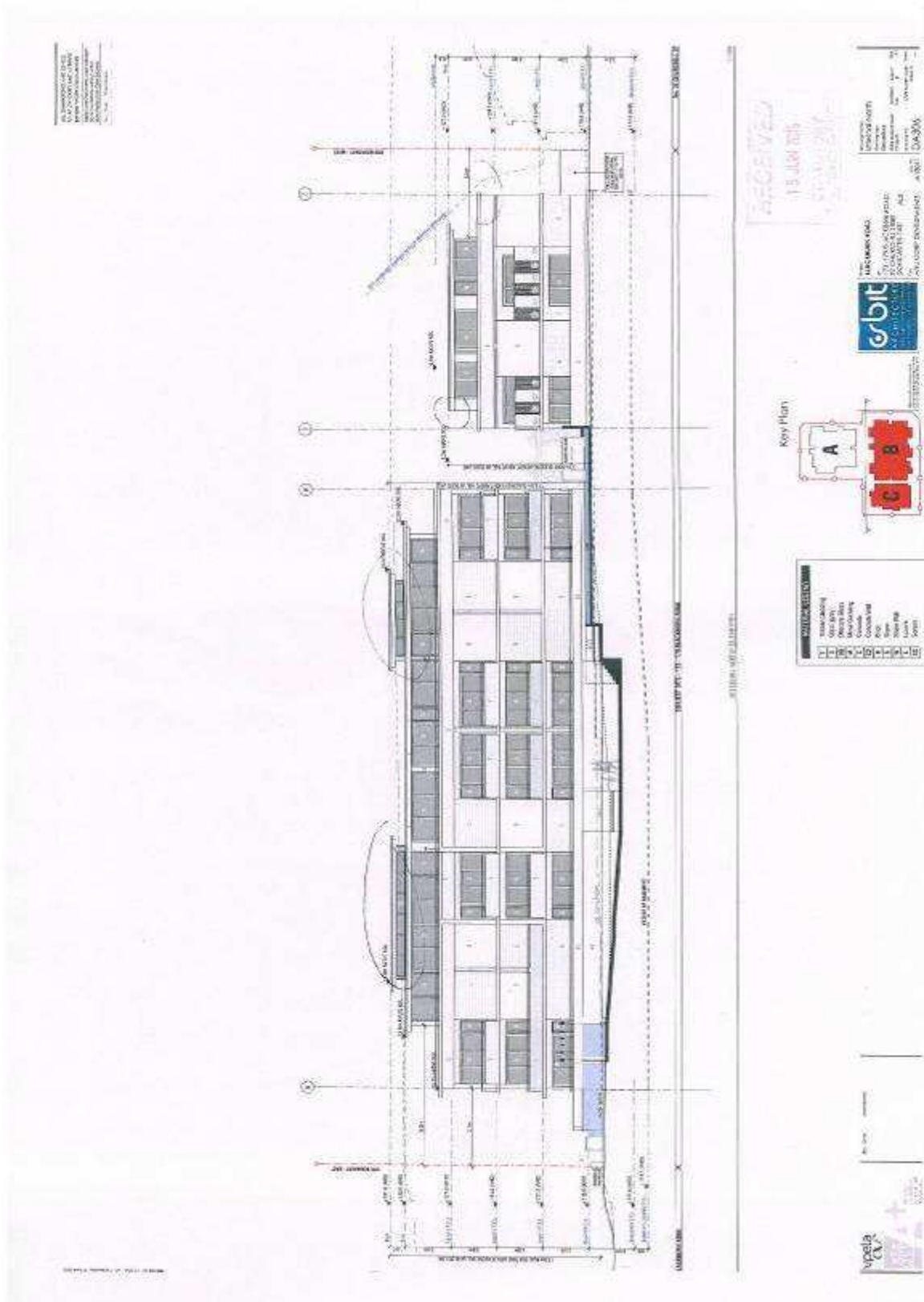


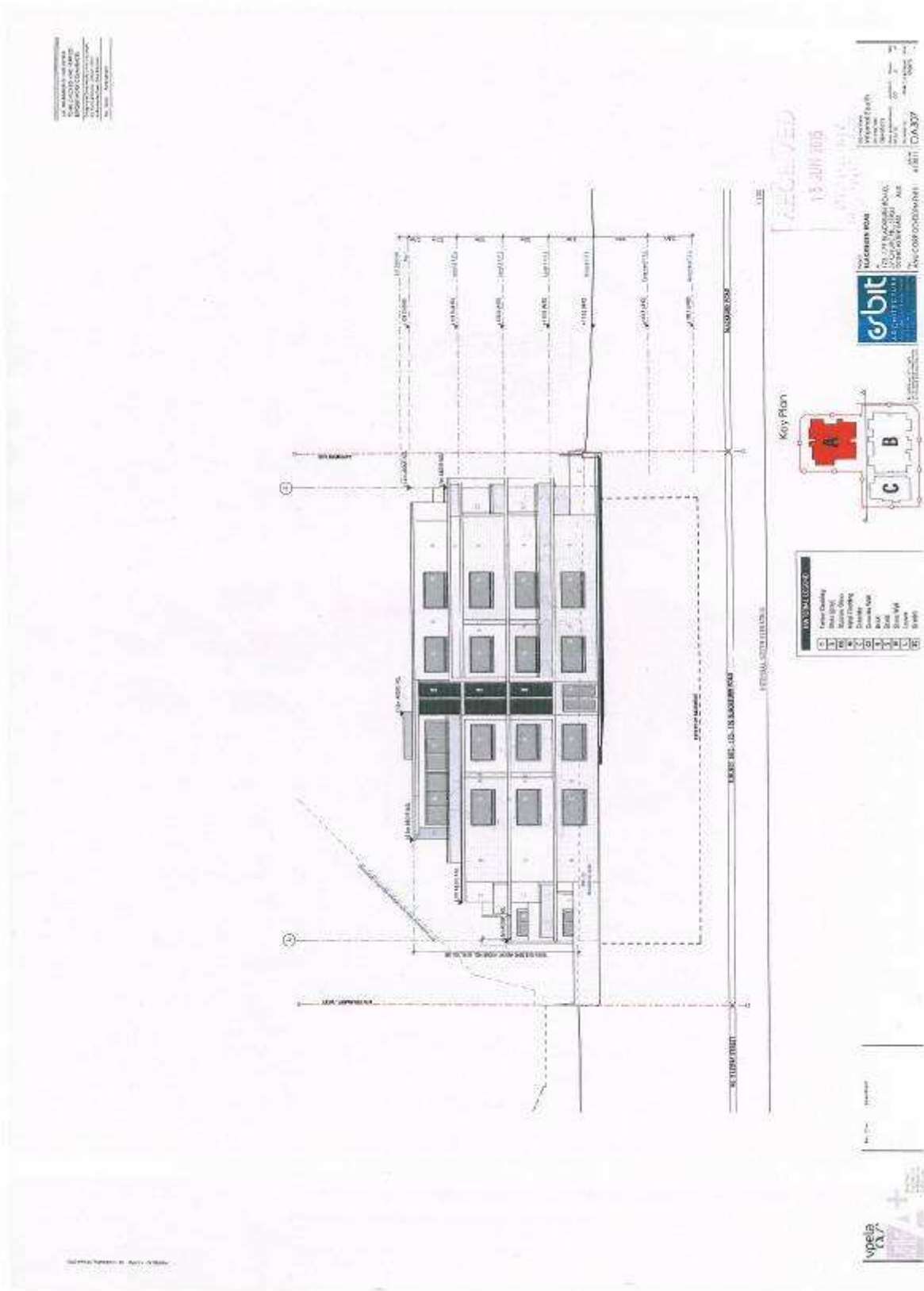


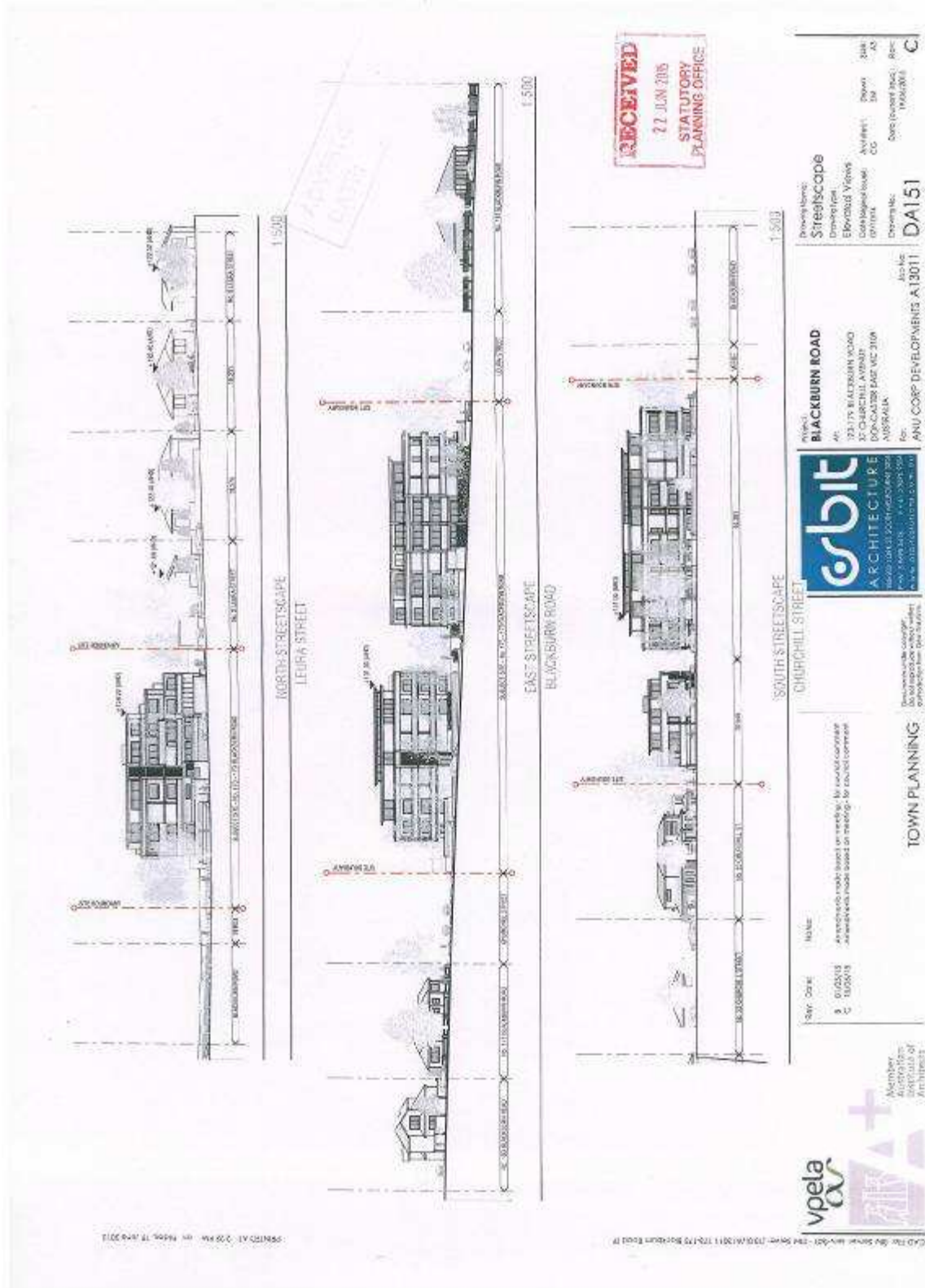














NORTH ELEVATION  
NOT TO SCALE



NORTH ELEVATION WITH  
PROPOSED LANDSCAPING  
NOT TO SCALE

RECEIVED  
22 JUN 2015  
STATUTORY  
PLANNING OFFICE

PROJECT: **BLACKBURN ROAD**  
 AT: 1731/1738 BLACKBURN ROAD  
 37 CHARCILL AVENUE  
 DONCASTER EAST VIC 3109  
 AUSTRALIA

For: **ANU CORP DEVELOPMENTS A/13011**

Drawn by: : 10/10/14

**TOWN PLANNING**

Documents to be reviewed:  
 Site & landscape architectural  
 submissions for DSR/DA152

Client name: **North Coloured**  
 Drawing title: **North Coloured**  
 Elected Views:  
 Geographical base:  
 80/10/14  
 Address: : SW  
 City: : VIC  
 Date issued/last  
 rev: : 19/06/2015

Job no: **DA152**

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Client: Ben Service Pty Ltd - 164 Seward Rd (Eggleston) - 1731/1738 Blackburn Road T



RECEIVED  
22 JUN 2015  
STATUTORY  
PLANNING OFFICE

SOUTH ELEVATION  
WITH PROPOSED  
LANDSCAPING  
NOT TO SCALE

SOUTH ELEVATION  
NOT TO SCALE

Project: **BLACKBURN ROAD**  
At: 175-177 BLACKBURN ROAD  
37 CHARNOCK AVENUE  
JURADEGATE EAST VIC 3108  
AURORA  
VIC  
AND/ OR DEVELOPMENTS A13011

Drawing name: **South Coloured**  
Drawing No: **15010**  
Client: **Blended Works**  
Developer: **Blended Works**  
Contract: **CG**  
Drawing No: **DA154**

Drawn: **SW**  
Checked: **SW**  
Date Issued: **19/06/2015**

Architect: **vpela architects**  
175-177 Blackburn Road  
Aurora VIC 3108  
Tel: 03 9479 1000  
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TOWN PLANNING  
Our services include conceptual design, detailed design, and submission to Council.

File / Date: /  
Notes: /

CAD FILE: 175-177 Blackburn Road - South Coloured.dwg  
DATE: 19/06/2015

ARCHITECT  
vpela architects  
175-177 Blackburn Road  
Aurora VIC 3108  
Tel: 03 9479 1000  
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## 9. PLANNING & ENVIRONMENT

### 9.1 Amendment C109 - Flood Mapping of Local Catchments - Request to seek authorisation to prepare an amendment to apply overlay controls

Responsible Director: Director Planning & Environment

File No. T14/340

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

#### SUMMARY

*The Auditor General and the regional floodplain authority Melbourne Water encourage Local Government to undertake flood mapping of local catchments, as part of best practice drainage and flood management. Modelled flood maps document the extent and depths of overland flows during designated rainfall events. Flood mapping benefits the local community by facilitating sound planning and design for new development, to ensure the protection of proposed building floors from flooding in a major storm event. It also assists Council in the prioritisation of future capital drainage improvements to address existing flooding issues.*

*The purpose of this report is to consider requesting authorisation from the Minister for Planning to prepare and exhibit Amendment C109 to the Manningham Planning Scheme, to implement a review of flood mapping undertaken in respect of five local catchments within Manningham affecting Melbourne Water and Council assets.*

*The review recommends the introduction and/or revision of Special Building Overlays (SBO) and a Land Subject to Inundation Overlay (LSIO). These overlays are proposed to apply to land that has been identified by Melbourne Water and Council as being subject to either overland flows in the event of a storm exceeding the design capacity of the underground drainage system (Melbourne Water main and Council drains) (SBO), or as liable to inundation from an open watercourse (LSIO), during a severe (1 in 100 year Average Recurrence Interval (ARI)) storm event.*

*One of Melbourne Water's key actions is to collaborate with Victorian Councils to update flood mapping data, and to ensure that the updated information is reflected accordingly in planning schemes. To date, several Victorian Councils have updated their flood mapping and undertaken planning scheme amendments to reflect the updated information.*

*Determination of flood levels and identification of affected properties for the local catchments through overlays in the Manningham Planning Scheme will facilitate the following outcomes:*

- *Greater control over new buildings and works through the planning permit process, to ensure that new habitable floor areas are developed above known flood levels.*

- *Identification of existing affected properties to enable assessment of affected floor levels in a catchment and targeting of community education regarding flood impacts.*
- *Understanding of the numbers of properties impacted by flooding in a catchment which will assist with prioritisation of drainage infrastructure improvement works.*

*For clarification purposes within this report, the term 'property' is used to describe land that is owned by a ratepayer, and may include vacant land or land with a detached house, unit or apartment on it.*

*With respect to the proposed amendment, it is important to note the following:*

- *Existing houses or buildings will not retrospectively be required to obtain planning permit approval (only new development will require a planning permit where planning permit exemptions are not met); and*
- *The proposed flooding overlays only affect small parts or sections of properties in most instances, and therefore new development will only need a planning permit if it is located within the overlay. For example, if a new house or building is to be located in the centre of a property and the proposed flooding overlay only applies to a small section in the corner of the property and does not affect the proposed development, a planning permit is not required.*

*Of the properties affected by the proposed amendment:*

- *Approximately 230 (or 2%) will have existing flooding overlays removed entirely;*
- *Approximately 900 (or 9%) already have a flooding overlay and minor changes are proposed to the overlay boundary;*
- *Approximately 48% are proposed for a new SBO3, which are areas with very minor potential for flooding from flows in excess of the capacity of local drains that are managed by the City of Manningham. SBO3 applies in cases where the overland storm water flows are generally up to 100mm in depth, and includes the greatest number of permit exemptions. Of the SBO3 affected properties, the average percentage of each property that is affected is 31.8%;*
- *Approximately 37% are proposed for a new SBO2, and planning permit applications may be required for some minor areas of potential flooding from flows in excess of the capacity of local drains that are managed by the City of Manningham. Permit exemptions also apply to SBO overlays generally. Of the SBO2 affected properties, the average percentage of each property that is affected is 18.7%; and*
- *Only 4% are proposed for a new LSIO or SBO1, and planning permit applications may be required for some areas of potential flooding from natural watercourses or flows in excess of the capacity of main drains that are managed by Melbourne Water.*

*As a result of the proposed SBO1, SBO2 and SBO3, permit exemptions will be available for 95% of the affected properties (this means that if certain conditions are met such as minimum building floor level height above the ground, the owners of properties will not be required to obtain planning permit approval).*

*The proposed amendment will affect approximately 10,300 properties (excluding common property associated with Body Corporate sites) throughout Manningham; however it is important to reiterate that a significant amount of properties affected will have minor implications as noted above. It is also important to note that approximately 45% of the affected properties already have other planning scheme controls that trigger the requirement for a planning permit. The proposed*

*amendment will ensure that new development is appropriately controlled and has regard to identified flood levels.*

*This report recommends that Council resolve to seek Ministerial authorisation to prepare and exhibit Amendment C109 to the Manningham Planning Scheme which proposes to include additional properties in the Special Building Overlay and Land Subject to Inundation Overlay and amend the Municipal Strategic Statement accordingly.*

## **1 BACKGROUND**

1.1 The following section of this report provides background information which explains the context and strategic basis for the proposed amendment as follows:

- The internal and external drivers which have necessitated that Council undertake flood mapping of its local catchments;
- The extent and location of drainage infrastructure in Manningham and the demarcation of responsibilities between Melbourne Water and Council;
- Council's current approach to flood management and mitigation within the municipality;
- The flood mapping project of local catchments and the mapping results; and
- The role and purpose of Special Building Overlays (SBO) and Land Subject to Inundation Overlays (LSIO) in implementing the results of the flood mapping project to minimise the effects of overland flows and flooding on new buildings and to ensure new developments do not adversely affect existing neighbouring properties as a result of impacts on flood levels which could arise if an encumbrance on the flow path would be permitted.

### **Why map flood extents and establish a planning scheme overlay?**

1.2 There have been a number of drivers which have necessitated that Council undertake flood mapping of its local catchments.

1.3 In July 2005, the Auditor General released the '*Managing Storm Water Flooding Risks in Melbourne*' report, following widespread flooding of the Melbourne metropolitan area between December 2004 and January 2005. The Auditor General formed the view that Victorian Councils were not effectively managing flooding risks associated with significant storm events and recommended that Councils provide a higher level of flood protection, carry out reliable flood mapping and include the results in their planning schemes.

1.4 In 2007, Melbourne Water released its '*Port Phillip and Westernport Region Flood Management and Drainage Strategy*', in response to the Auditor General's report. One of the key themes of the Strategy was improved collaboration and communication between Councils and Melbourne Water. A key action involved the joint development of Flood Management Plans to improve the flood knowledge base and for the organisations to work collaboratively to better address flood risk. Accurate flood mapping is considered to be a critical foundation for the development of sound drainage and flood management activities.

- 1.5 Council's *Drainage Strategy 2004-2014* recognised the need for buildings and other vulnerable assets to be above flood levels and not to be surrounded or isolated by deep or fast flowing waters. The Strategy also set out performance objectives in relation to flood protection, stating that:  
*'All floor levels shall be flood free for the 100 year ARI flood event.'*
- 1.6 Through Council's Capital Works Program, funds have been allocated for approximately 15 years at a rate of approximately \$2million per annum, to upgrade Council underground drains where habitable floor areas are inundated, to reduce flood impacts. Projects were identified having regard to community reports of flooding, catchment studies and a high level assessment of valley flooding within the municipality.
- 1.7 In June 2011, Council and Melbourne Water adopted their joint *Flood Management Plan* for the municipality which aims to facilitate a coordinated approach to flood management within Manningham. Section 11 of the Flood Management Plan sets out a list of actions for Council and Melbourne Water to reduce flood risk and flood impact severity for Manningham. One of the actions identified in the improvement plan includes completion of flood mapping for Manningham Council's local catchments.
- 1.8 Council's *Strategic Resource Plan Action 4.3.1.4* for 2014/2015 required the identification of land subject to flooding in the Manningham Planning Scheme, to improve the management of future catchment flood levels.
- 1.9 The introduction of flooding overlays into the Manningham Planning Scheme was identified either as *actions or recommendations within the Manningham Residential Strategy (2012)* and the *Planning Scheme Review (2014)* as follows:
- Planning Scheme Review (2014)– Recommendation 6:  
Amend the Planning Scheme to apply the Special Building Overlay or Land Subject to Inundation Overlay where mapping of local drainage catchments has confirmed that land is subject to flooding.
- Manningham Residential Strategy (2012) – Action 4.4 (short – medium term)  
Complete floodway mapping and progress appropriate planning controls on the affected properties. Short-term.

### **Council and Melbourne Water Responsibilities**

- 1.10 Melbourne Water is generally responsible for drainage infrastructure where the catchment exceeds 60 hectares, while Council is generally responsible for drainage infrastructure where the catchment is less than 60 hectares. However, it is noted that there are catchments within Manningham which exceed 60 hectares, where the trunk drain was constructed, and continues to be maintained by Council.
- 1.11 Within Manningham, Melbourne Water is responsible for 16.4km of main underground drains, associated drainage infrastructure such as retarding basins and is also responsible for the receiving waterways which include the Yarra River, Mullum Mullum Creek, Andersons Creek, Koonung Creek, Jumping Creek and Ruffey Creek. The Council underground drainage system is approximately 600km in length. Council is also responsible for several retarding basins, wetlands, gross pollutant traps and associated infrastructure.



### **Current Council Approach to Flood Management**

1.12 Council's current approach to flood management across Manningham includes the following elements:

1.12.1 Planning Referrals/Onsite Detention and Treatment

For new developments in areas where there is an existing Council drainage network and there is proposed intensification of development, Council requires the developer to install an onsite detention system, to limit the site discharge to the pre development flow rate. This approach ensures that the flow rates from development sites do not exceed the capacity of the downstream Council drainage infrastructure.

1.12.2 Council Drainage Asset Capital Improvement

Where there is identified flooding of habitable floors in areas where there is an existing Council minor underground drainage system, drains are upgraded to improve flood protection to the affected properties through drainage improvement capital projects, at Council cost.

1.12.3 Drainage Maintenance

Council maintains its drainage pits, pipes, open drains and drainage infrastructure on a regular cycle, to optimise its function. Street sweeping is also undertaken to collect debris which may otherwise wash into the underground drainage network and contribute to system blockages.

1.12.4 Manningham Planning Scheme

Melbourne Water's existing Special Building and Land Subject to Inundation Overlays form part of the Manningham Planning Scheme. The overlays are based on flood mapping undertaken in respect of Melbourne Water assets and apply to land that has been identified by Melbourne Water as being subject to overland flows in the event of a storm exceeding the design capacity of the underground drainage system (main drains) (SBO), or as liable to inundation from an open watercourse, during a severe storm of 1 in 100 years ARIs (LSIO).

Both controls require planning permits for development and referral to Melbourne Water to ensure that floor levels are set above the mapped 100 year flood levels in the affected areas.

1.12.5 Emergency Management

Through Council's Municipal Emergency Management Plan (MEMP), responsibilities for planning, preparedness, response and recovery activities are identified to manage the risks associated with flood events and other emergency risks. The flood modelling plans and the MEMP both differentiate between riverine flooding which is predictable with a flood peak which may impact hours after the rainfall event in the upper catchment and flash flooding which impacts smaller catchments and occurs with minimal if any warning. The mapped overland flood extents are related to flash flooding events. Based on the mapped flood extents, targeted

community education is undertaken to better inform, assist and prepare residents whose properties are subject to flooding. Council's Plans also define the process for collecting flood intelligence following a flood event, to inform future planning and response.

1.12.6 Drainage Schemes

Drainage special charge schemes, such as the proposed Melbourne Hill Road Scheme, are implemented in areas where there is currently limited Council drainage infrastructure, to improve stormwater conveyance and improve the level of protection to private properties.

1.12.7 Management of Encroachments Across Reserves

Issues have previously been identified with fences and other obstructions constructed across drainage reserves set aside for overland flow purposes. Where identified, Council officers approach the relevant property owner to seek removal of those assets where they significantly impede overland flows.

1.12.8 Drainage Investigation/Section 200 of the Local Government Act

Council officers investigate resident drainage complaints, which can relate to uncontrolled overland flows from private property, flooding, seepage and other issues. Council officers identify the source of the flows, assess the need for any mitigating actions and responsibilities and then pursue rectification works as necessary. Where necessary, Council powers under section 200 of the *Local Government Act* are exercised.

### **Flood Mapping Project Status**

- 1.13 Melbourne Water has recently developed more advanced methods of mapping and modelling to determine land susceptible to flooding from main drains. The same mapping and modelling methods have been used by Council to model local drains.
- 1.14 In 2011, the City of Manningham engaged consultants to produce an updated flood modelling report for the municipality. The purpose of the report was to:
- Review the extent of the SBO; and
  - Assess the flooding impacts of climate change.
- 1.15 To date, flood mapping has been completed for the following catchments. (Refer map at **Attachment 1**):
- Bulleen North
  - Ruffey Creek
  - Koonung Creek
  - Mullum Mullum Creek
  - Andersons Creek
- 1.16 Three smaller urban catchments abutting the Bulleen North catchment, the Jumping Creek and Brushy Creek catchments, are yet to be mapped.
- 1.17 Flood mapping has been undertaken in accordance with Melbourne Water's specifications and Melbourne Water has either been engaged in the flood

model calibration or, in the case of Bulleen North and Ruffey Creek, managed the consultancy contracts, to ensure robust results.

- 1.18 The mapped flood extents have been filtered in accordance with best industry practice to delete flooding which is less than 50mm in depth and where the flood velocities are low. Remote areas displaying flooding which are less than 180 square metres in area have also been deleted from the flood extent.
- 1.19 It is proposed that the next flood mapping priority will be to map the three remaining smaller urban catchments as Jumping Creek and Brushy Creek are largely semi rural with limited reported issues associated with property inundation.
- 1.20 Flood mapping has been undertaken for a range of scenarios including the 1 in 100 ARI event and the 1 in 100 ARI Climate Change scenario. The climate change scenario is based on increasing the rainfall intensities by 32%. It should be noted that the current industry standard is to base flood mapping on the 1 in 100 year flood extent rather than the climate change scenario.
- 1.21 Flood mapping for the Council catchments for the 1 in 100 year ARI event is proposed to be included in the Manningham Planning Scheme to ensure that new development is appropriately controlled and has regard to identified flood levels.

#### **Flood Mapping Results**

- 1.22 A total of 10,300 properties (approx.) are affected by the modelling of the flood extent for the 1 in 100 year ARI flood event, and in turn by the proposed planning scheme overlays. This number excludes common property associated with Body Corporate sites. Of these:
  - Approximately 230 are no longer expected to be flooded, and it is proposed to remove the existing flooding overlays;
  - Approximately 900 have existing flooding overlays (LSIO or SBO), and minor changes are proposed to the overlay boundary to reflect the revised extent of flooding;
  - Approximately 380 additional properties are estimated to be flooded as a result of Melbourne Water assets (natural watercourse and main drains), and are proposed to have an LSIO or SBO1 applied;
  - Approximately 3,860 could potentially be flooded as a result of flows in excess of the capacity of City of Manningham assets (local drains), and are proposed to have an SBO2 applied. Of the SBO2 affected properties, 18.7% (on average) of each property is affected by the overlay; and
  - Approximately 4,930 could potentially be affected by small and shallow areas of flooding (up to 100mm in depth) as a result of flows in excess of the capacity of City of Manningham assets (local drains), and are proposed to have an SBO3 applied. Of the SBO3 affected properties, 31.8% (on average) of each property is affected by the overlay.
- 1.23 Consultants modelled some of Melbourne Water's assets as part of the local catchment work undertaken for Council. Given that the new modelling takes account of current development and catchment characteristics, there are some discrepancies between the existing flood shapes which were developed several years ago and the new flood shapes and where there is

sufficient difference between the flood shapes, Melbourne Water has decided to formalise these changes.

- 1.24 The flood mapping data generated in the study was then used in a collaborative process between the City of Manningham and Melbourne Water to develop and agree the revised flood extent to be covered by the Special Building Overlay and Land Subject to Inundation Overlay.
- 1.25 **Attachment 2** provides a technical summary report of the methodology used to map and model the local drains titled: *'Development of the Special Building Overlay Technical Report for Manningham City Council (Cardno) September 2015'*. The mapping also has implications for the Melbourne Water main drains, hence the need for Melbourne Water to also amend its existing SBO and LSIO.

### **Special Building Overlays and Land Subject to Inundation Overlay**

- 1.26 Inclusion of Planning Scheme overlays relating to flooding ensure that drainage issues are addressed at the outset of the development process and that proposals are properly designed.
- 1.27 One of the key aims of overlays is to minimise the effects of overland flows and mainstream flooding on new buildings and to ensure that new development does not adversely affect neighbouring properties as a result of impacts on flood levels which could arise if an encumbrance on the flow path were to be permitted.
- 1.28 Overlays are based upon the extent of flooding that would result from a 1 in 100 year ARI flood event. The 1 in 100 year flood relates to a storm event of such intensity that, based upon historical rainfall data, it has a probability of occurring once in every one hundred years or a 1% chance of occurring in any given year. The overlays include:
  - 1.28.1 Special Building Overlay. This planning scheme control identifies areas prone to overland flooding from the urban drainage system. The purpose of this overlay is to set appropriate conditions and floor levels to address any flood risk to developments and to ensure that new development is designed to maintain the free passage and temporary storage of floodwaters, to minimise flood damage and not cause any significant rise in flood level or flow velocity that may adversely affect existing properties. It also seeks to protect water quality. This overlay requires a planning permit for buildings and works.
  - 1.28.2 Land Subject to Inundation Overlay. This planning scheme control applies to land affected by flooding associated with waterways and open drainage systems. Such areas are commonly known as floodplains. Mainstream flooding is caused by heavy rainfall which produces surface run-off which flows into streams and rivers. When there is a large amount of run-off, water overflows the river banks on to adjacent low-lying land causing flooding. This overlay requires a planning permit for buildings and works.
- 1.29 Both overlays require planning permits for development and the LSIO and SBO1 (proposed) require referral to Melbourne Water to ensure that floor levels are set above the mapped 100 year flood levels in the affected areas.

- 1.30 The effect of the SBO and LSIO is not to prevent new development. Implementation of the SBO and LSIO can however, influence the siting of buildings and set appropriate conditions, such as raised floor levels, in order to address any flood risk to new development.
- 1.31 The SBO was first introduced into the Manningham Planning Scheme in 2003 (Amendment C13) and covers main drains (Melbourne Water). Melbourne Water is the responsible drainage authority for relevant development applications within the existing SBO.
- 1.32 The LSIO was first introduced into the Manningham Planning Scheme by Melbourne Water in June 2000 when the 'new planning schemes' were first introduced.
- 1.33 The SBO in the Victorian Planning Provisions (VPP) includes standard exemptions for planning permits for common urban developments such as minor extensions to dwellings, replacement fencing, carports, pergolas and in-ground swimming pools unless a 'schedule' applies which proposes to refine these exemptions. The LSIO in the VPPs includes less standard exemptions than the SBO which relate specifically to flood mitigating works and the laying of underground sewerage, water and gas mains, for example. The principal benefit of 'scheduling out' specific buildings and works is that the planning permit application process will be more streamlined.
- 1.34 Apart from the standard exemptions for buildings and works in the overlays, the schedules to the overlays can be used to exempt certain buildings and works from the need for a permit. Exemptions in schedules should respond to local conditions, taking into account specific types of development and local needs.
- 1.35 The existing Melbourne Water SBO and LSIO do not include a local schedule specifying additional permit exemptions.

## 2 PROPOSAL/ISSUE

### Planning Scheme Amendment C109

- 2.1 Given that Melbourne Water and Council have now finalised the revised 'flood shape' (properties subject to inundation in a 1 in 100 year ARI storm event), the SBO and LSIO in the Manningham Planning Scheme needs to be updated.
- 2.2 The consultants modelled some of Melbourne Water's assets as part of the local catchment work undertaken for Council. Given that the new modelling takes account of current development and catchment characteristics, there are some discrepancies between the existing flood shapes currently in the Planning Scheme and the new flood shapes. Where there is sufficient difference between the existing and proposed flood shapes, Melbourne Water has decided to formalise these changes and have agreed be a joint party to the proposed amendment.
- 2.3 In order to implement this work, the following changes to the Manningham Planning Scheme are proposed via Amendment C109 (refer to **Attachment 3** for amendment documentation):
- 2.3.1 Modification of the existing SBO and LSIO boundaries and introduction of new SBO and LSIO areas on planning scheme

maps to reflect the revised and new flood shapes agreed by Melbourne Water and Council.

- 2.3.2 Changes to the Municipal Strategic Statement (MSS) at Clause 21.12 Infrastructure and 21.16 Key References to include reference to:
- a) The '*Flood Management Plan for Manningham Council and Melbourne Water June 2011*' which provides the strategic framework for establishing the appropriate Planning Scheme overlays in respect of the results of the flood mapping project and;
  - b) The '*Development of the Special Building Overlay – Technical Report for Manningham City Council (Cardno) September 2015*', which provides an overview of the methodology used in the flood mapping of the five local catchments.
- 2.4 This amendment would:
- 2.4.1 Remove approximately 230 properties from the existing SBO and LSIO which are no longer identified as being subject to inundation.
  - 2.4.2 Retain the Melbourne Water SBO and LSIO over approximately 900 properties which remain subject to inundation. (Note: the extent of the SBO over these properties may be altered).
  - 2.4.3 Include approximately 9,170 new properties in the SBO and LSIO which have now been identified as being subject to inundation. The vast majority of properties affected are within the SBO.
  - 2.4.4 Ensure that no property is covered by more than one schedule to ensure there is a clear distinction between the authorities responsible for providing advice in relation to permit applications.
  - 2.4.5 **Attachment 4** demonstrates the above changes for the five catchments.
- 2.5 The Amendment also proposes to introduce three local schedules to the SBO which distinguish between areas subject to inundation in relation to the 'main' drainage system (Melbourne Water drains) and the 'local' drainage system (Council drains).
- 2.6 The Schedules will be referred to as SBO1, SBO2 and SBO3 respectively. The Planning Scheme (SBO) maps define the area/properties to which each schedule applies. The Schedules (SBO3) define permit exemptions and nominate the authority responsible for drainage. The table below explains the delineation between the three SBO schedules and the LSIO.

**Table 1: Amendment C109 SBO Schedules 1, 2 and 3 and LSIO**

Schedule	Drainage Network	Referral Authority	Planning Permit Exemptions
<b>SBO1 (7 % of properties affected by the SBO)</b>	Coverage over the 100 year ARI flood extent exceeding the capacity or Melbourne Water	Melbourne Water would be the Determining Referral Authority. All applications for development in this overlay would be	The SBO triggers the need for a planning permit for buildings and works.  The State wide SBO control includes a number of

Schedule	Drainage Network	Referral Authority	Planning Permit Exemptions
	main drains.	referred to Melbourne Water who assess them, determining if a planning permit should be issued and provide the appropriate conditions and floor levels.	<p>exemptions to allow for minor buildings and works that can occur without the need for a planning permit.</p> <p>No additional exemptions over those specified in the parent clause are proposed to be included in the schedule.</p>
<b>SBO2 (41 % of properties affected by the SBO)</b>	Coverage of the 100 year ARI flood extent exceeding the capacity of Manningham local drains (maintained by Council).	<p>Council would be the responsible authority for drainage. Council would assess all applications for development in this overlay and provide appropriate permit conditions and floor levels.</p> <p>The schedule would apply from the upstream most point where flow depths exceed 100mm in depth to the junction between the Council and Melbourne Water drainage system.</p>	<p>The SBO triggers the need for a planning permit for buildings and works.</p> <p>The State wide SBO control includes a number of exemptions to allow for minor buildings and works that can occur without the need for a planning permit.</p> <p>No additional exemptions over those specified in the parent clause are proposed to be included in the schedule.</p>
<b>SBO3 (52 % of properties affected by the SBO)</b>	City of Manningham local drains (maintained by Council)	<p>Council is the responsible authority for drainage. Council assesses all applications for development in this overlay and provides appropriate permit conditions and floor levels.</p> <p>This schedule is much the same as SBO2 except that a planning permit would be required in fewer circumstances.</p> <p>The schedule would apply in areas upstream of the SBO2 where the flow depth is less than 100mm in depth.</p>	<p>A more extensive range of exemptions would be included in SBO3 for example, a permit will not be required where proposed new dwelling floor levels are at least 400mm above the natural surface level. These exemptions are proposed to apply as flooding is less deep in these locations.</p> <p>This approach should significantly lessen the impact of implementing appropriate flood management controls on both Council staff and the wider community.</p>
<b>LSIO Approx. 500</b>	This control does not relate to the capacity of either	Melbourne Water would be the Determining Referral Authority. All	The State wide LSIO control includes a number of exemptions to allow for minor

Schedule	Drainage Network	Referral Authority	Planning Permit Exemptions
properties	a Melbourne Water or Council maintained drain but relates to the extent of land adjacent to a creek or river that is known to be subject to inundation i.e. a natural watercourse.	applications for development in this overlay would be referred to Melbourne Water for assessment and for appropriate conditions and floor levels.	buildings and works by Council and other authorities (e.g. the laying of underground sewerage water and gas mains) that can occur without the need for a planning permit. No schedule to the LSIO is proposed as part of this amendment.

- 2.7 SBO1, SBO2 and SBO3 are proposed to replace and expand the existing Special Building Overlay in the Manningham Planning Scheme which currently relates to overland flooding from Melbourne Water's main drains only. The proposed related schedules are included in **Attachment 3**.
- 2.8 A draft Explanatory Report for Amendment C109 is also provided in **Attachment 3**. This provides full details of the purpose and effect of the proposed Amendment, and would form part of the exhibition amendment documentation.
- 2.9 Commencing a Planning Scheme amendment immediately to update the existing SBO and LSIO and introduce new SBO and LSIO areas is recommended. Following the flood mapping review, it is now known that the current SBO and LSIO do not accurately reflect all properties at risk of overland and mainstream flooding. Council has a responsibility to keep its Planning Scheme up to date and the SBO and LSIO provides an important and transparent statutory mechanism for identifying properties that are subject to inundation in a severe flood event.
- 2.10 As local drainage work is improved, Council will need to review its SBOs every 5 years to ensure that the most up to date flooding risk is reflected in the SBO areas.
- 2.11 It is proposed that the planning scheme amendment proceed in advance of the completion of flood mapping for the whole municipality, as the flood extents for the five catchments represent the majority of the residential land within Manningham and the completion of the flood mapping for the balance of the municipality may require a further 18 to 24 months.
- 2.12 The first step in the Amendment process is for Council to formally resolve to seek authorisation from the Minister for Planning to prepare and exhibit Amendment C109.

### 3 PRIORITY/TIMING

- 3.1 Should Council resolve to seek authorisation to prepare and exhibit a planning scheme amendment, it is intended to submit the request for authorisation and commence exhibition in accordance with the timeframes specified in Ministerial Direction 15 (exhibition to commence within 40 business days of receiving authorisation from the Minister for Planning). It is anticipated that the exhibition of the amendment will conclude in 2015.



#### 4 POLICY/PRECEDENT IMPLICATIONS

- 4.1 The proposal to introduce the Special Building Overlay (SBO) and Land Subject to Inundation Overlay (LSIO) is consistent with the following Clauses of the State Planning Policy Framework:
- 4.1.1 **Clause 11 Settlement** seeks to anticipate and respond to the needs of existing and future communities through the provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure.
- 4.1.2 **Clause 13 Environmental Risks** planning should adopt a best practice environmental management and risk management approach which aims to avoid or minimise environmental degradation and hazards. Planning should identify and manage the potential for the environment, and environmental changes, to impact upon the economic, environmental or social well-being of society.
- 4.2 In particular the Amendment will implement the following objectives of Clause 13.02-1 Floodplain management:
- 4.3 *To assist the protection of:*
- *Life, property and community infrastructure from flood hazard.*
  - *The natural flood carrying capacity of rivers, streams and floodways.*
  - *The flood storage function of floodplains and waterways.*
- 4.4 The relevant strategies in Clause 13.02-1 is to, *'Identify land affected by flooding, including floodway areas, as verified by the relevant floodplain management authority, in planning scheme maps. Land affected by flooding is land inundated by the 1 in 100 year flood event or as determined by the floodplain management authority' and 'Avoid intensifying the impacts of flooding through inappropriately located uses and developments.'*
- 4.5 The Amendment is also consistent with the following clauses of the Local Planning Policy Framework incorporating the Municipal Strategic Statement and local planning policies:
- 4.5.1 **Clause 21.05 Residential, Clause 21.06 Low Density and Clause 21.07 Green Wedge and Yarra River Corridor** all recognise that areas within the municipality are susceptible to flooding and that any proposals to subdivide or develop land needs to have regard and respond to identified land constraints including flooding.
- 4.5.2 **Clause 21.12 Infrastructure** recognises that Council is responsible for providing drainage for the local street network and local catchment areas. Council also encourages developments to design and upgrade drainage infrastructure to reduce the occurrence of inundation and flooding, and improve safety and enhance the amenity of the municipality. Further, it recognises that Council will continue to identify land which has drainage and flood constraints.

- 4.6 Practice Note 12 *Applying the flood provisions in planning schemes (revised June 2015)* provides guidance about applying the flood provisions in planning schemes and identifying which flood overlay should apply.

## 5 CUSTOMER/COMMUNITY IMPACT

- 5.1 Approximately 10,300 properties across the five urban catchments are liable to inundation by overland flows from the urban drainage system and mainstream flooding, which are proposed to be included in the SBO and LSIO. It is important to note that the flood mapping work undertaken only documents existing flowpaths and extents and does not impact the actual flood risk to the subject properties.
- 5.2 As noted earlier in this report, the majority (59%) of properties will have minimal impacts from the proposed amendment, as they will either have their existing flooding overlay removed completely, they will have minor changes made to the boundary of their existing flooding overlay, or permit exemptions will ensure that planning permit approval is not required if certain conditions are met (such as minimum height of proposed building floor level above the ground).
- 5.3 Existing houses or buildings will not retrospectively be required to obtain planning permit approval (only new development will require a planning permit where planning permit exemptions are not met); and
- 5.4 The proposed flooding overlays only affect small parts or sections of properties in most instances, and therefore new development will only need a planning permit if it is located within the overlay itself (where planning permit exemptions are not met).
- 5.5 Approximately 45% of the affected properties already have other planning scheme controls that trigger the requirement for a planning permit.
- 5.6 Some of the issues that have previously been raised by affected parties to the application of flooding controls across other Councils, including the SBO, have been:
- Concerns about the inclusion/mapping of properties where submitters have indicated their properties have not been affected by flood events;
  - Potential for impacts on property values;
  - Effect on ability to obtain property insurance;
  - Impact on the development potential of land; and
  - The imposition of the need for a planning permit and the associated cost.

These potential issues and questions will be addressed in the FAQ sheet and Fact Sheet which will be prepared prior to exhibition of the Amendment.

- 5.7 Flood mapping within Manningham's local catchments supports an integrated approach to managing the impacts of stormwater runoff. The key function of the application of the SBO and LSIO to identified land is to ensure that drainage issues are considered at an early stage of the development approvals process. Consideration of flooding also seeks to ensure that detrimental impacts to life and new buildings are minimised.
- 5.8 The identification of properties within overland flowpaths also facilitates targeted community education and communications, to enable residents to best prepare for flood events. The flood mapping will also inform the

prioritization of future drainage improvement works, to protect habitable floor areas.

## **6 COUNCIL PLAN/ MEASURE OF ACHIEVEMENT OF ACTION**

- 6.1 Action SRP 13 in Council's Strategic Resource Plan in 2014/2015 was to *"Identify further land subject to flooding in the Manningham Planning Scheme to improve management of future catchment flood levels."*
- 6.2 The measure of achievement of the action was the, *"Preparation of an amendment to the Manningham Planning Scheme to apply the Special Building Overlay or Land Subject to Inundation Overlay to further land identified as subject to flooding in several municipal catchments."*
- 6.3 Delays have been encountered in the delivery of this project owing to:
- The need to resolve discrepancies between the work of two consultants engaged to work on different catchments and ensure consistency in the final results for all catchments across the Municipality;
  - Negotiations with Melbourne Water to resolve the demarcation between Council and Melbourne Water responsibilities in respect of future planning referrals; and
  - Works associated with filtering and amendment of the flood mapping data to adjust the flood extents and achieve a suitable basis for the Planning Scheme overlays.
- 6.4 This report commences the planning scheme amendment process and completes the 2014/2015 Strategic Resource Plan Action (SRP 13).

## **7 FINANCIAL RESOURCE IMPLICATIONS**

- 7.1 As part of the Annual Budget for 2014/15 funding of \$66,900 was allocated to undertake the planning scheme amendment.
- 7.2 Due to the delay in finalising the flood mapping works, part of the funds were carried over into the 2015/16 financial year, to finalise the Amendment.
- 7.3 Melbourne Water has agreed to share the direct costs associated with exhibition of the amendment and a Panel hearing if required.
- 7.4 In order to reduce the number of planning permit applications to Council, and the related costs of considering those applications, Amendment C109 has been structured include planning permit exemptions in SBO3 which covers 57% of properties within the SBO. If the application complies with a number of conditions (e.g. the proposed floor level is set a minimum of 400mm above the existing ground surface level at the building and the proposed building does not exacerbate overland flows), then a planning permit will not be required.

## **8 SUSTAINABILITY**

- 8.1 The proposed amendment is likely to have positive social and economic effects. Benefits include better management of land liable to flooding and protection of water quality and reduced incidence of flood damage to habitable floor areas over time.
- 8.2 By more accurately identifying land within the SBO and LSIO, the amendment will assist Council to provide timely and more accurate advice

when new development is proposed on land that is potentially subject to inundation.

- 8.3 Increasing the awareness of flood potential and thereby minimising the potential risk of flooding will also have public safety benefits.
- 8.4 The economic impact of flooding on individuals and communities will be minimised through reduced flood risk. Design requirements arising from the application of the SBO and LSIO may result in some increase in development costs. This would be specific to individual proposals.

## 9 CONSULTATION

- 9.1 Section 19 of the *Planning and Environment Act, 1987* establishes the statutory process for exhibition of planning scheme amendments. This includes direct notification to all owners and occupiers of land affected, the opportunity for any affected person to make written submissions and potential for a review by an independent planning panel.
- 9.2 Under section 19 (1A) of the Act, the Planning Authority (Council) is not required to give notice to each owner and occupier if it considers the number impractical to notify them all individually. The Act then requires Council to take reasonable steps to ensure that public notice of the proposed amendment and the opportunity to make submissions is given in the area affected by the amendment.
- 9.3 Given the large number of properties affected by Amendment C109, it is proposed to limit direct notification (via letter) to property owners only and not occupiers.
- 9.4 As the SBO and LSIO introduce controls relating to future development of affected properties, the control is of primary relevance to property owners who would undertake such works.
- 9.5 Letters to owners will be tailored to inform owners which SBO schedule is proposed to be applied (i.e. SBO1, SBO2 or SBO3) and relevant associated information will be included. Given the current engagement with residents within the Melbourne Hill Road catchment regarding potential flood mitigation works, it is proposed that a specific letter be prepared for affected properties within this catchment.
- 9.6 In summary, the following combination of statutory and non-statutory notification of Amendment C109 is proposed:
  - Direct Notification (letters) to affected property owners, prescribed authorities and key stakeholder groups/agencies
  - Public Notices in the *Manningham Leader* and the *Government Gazette*
  - Amendment Documents made available for viewing and download (website/offices and libraries and DELWP website)
  - An 'Interactive Map' on Council's web site showing extent of the overlay and searchable via property address)
  - Article in *Manningham Matters*
  - Media Release
  - Fact Sheet and FAQ pamphlet

- Five 'drop in' Information Sessions – by appointment for each of the affected catchments where specific individual property information will be made available
  - Melbourne Water webpage (in addition to CoM web page)
  - Telephone enquiry numbers (at both Melbourne Water and CoM).
- 9.7 All written submissions made to Amendment C109 will be reported to Council for consideration. Submissions that cannot be resolved will need to be referred to an Independent Planning Panel (to be appointed by the Minister for Planning).

## **10 COMMUNICATIONS STRATEGY**

- 10.1 A Council decision to proceed with Amendment C109 will result in formal public exhibition, involving a range of statutory and non-statutory processes as outlined in Section 9 of this report. This will ensure community awareness of the amendment, most importantly by affected property owners.
- 10.2 Community concern may be raised as a consequence of highlighting properties/areas at risk of flooding. A Consultation Strategy will be developed to explain the purpose and effect of the SBO and LSIO and also outline other actions that Council and Melbourne Water are taking to mitigate the impacts of, and potential for, flooding.
- 10.3 Key messages relating to Amendment C109 are as follows:
- Council has recently undertaken updated flood modelling and this has altered the areas identified as being subject to flood risk. An Amendment to the Manningham Planning Scheme is required to reflect this to ensure flood risk is well managed.
  - The Special Building Overlay and Land Subject to Inundation Overlay are planning controls that identify properties subject to flooding in a severe storm event.
  - The SBO and LSIO generally trigger a requirement for a planning permit when new development is proposed and this helps to manage the flood risk to new buildings and neighbouring properties.
  - The SBO and LSIO do not prevent new development from occurring but rather ensure that buildings are sited and designed appropriately.
  - Previous SBO amendments and subsequent Panel Hearings undertaken by other councils have been unable to establish a clear link between the application of the SBO and LSIO and decrease property values.
  - Council is also undertaking other initiatives to reduce flood risk to our community, including on-going maintenance, drainage system upgrades and specific drainage projects.
  - Priorities for Council's future drainage capital improvement program will be determined based on the flood mapping results.
  - Council works in partnership with agencies, including Melbourne Water and the State Emergency Services, in relation to flood prevention, response, recovery and mitigation.

- Ensuring the community is well informed about flood risk is very important to Council. Information is available on how to prepare for a flood event and what to do during and after the event, including who to contact.

## 11 CONCLUSION

- 11.1 Following the flood mapping review, it is now known that the current SBO and LSIO do not accurately reflect all properties at risk of overland and mainstream flooding in a major flood event.
- 11.2 Council has a responsibility to keep the Planning Scheme up to date, and the SBO and LSIO provides an important and transparent statutory mechanism for indicating properties that are subject to inundation in a severe storm event.
- 11.3 Commencing a planning scheme amendment to update the SBO and LSIO immediately is recommended.

## OFFICER'S RECOMMENDATION

That Council:

- (A) **Resolves to prepare Amendment C109 to the Manningham Planning Scheme to implement the review of the Special Building Overlay and Land Subject to Inundation Overlay, thereby better informing the community of flood risk and protecting proposed development from inundation, by:**
  1. **Updating the planning scheme maps to reflect the revised flood-shape generally in accordance with the Maps at Attachment 4.**
  2. **Introducing new schedules to the Special Building Overlay (Clause 44.05) generally in accordance with Attachment 3.**
  3. **Amending the MSS at Clause 21.12 and 21.16 to include reference to the *'Flood Management Plan for Manningham Council and Melbourne Water June 2011'* and the *'Development of the Special Building Overlay Technical Report for Manningham City Council (Cardno) September 2015'*.**
- (B) **Requests the Minister for Planning's authorisation under section 8A of the Planning and Environment Act 1987 to prepare and exhibit Amendment C109 to the Manningham Planning Scheme which proposes to revise the existing Special Building Overlay (SBO) and Land Subject to Inundation Overlay (LSIO), include additional properties in the SBO and LSIO and amend the MSS, generally in accordance with Attachment 3.**
- (C) **Advises the Minister for Planning that:**
  - **Pursuant to Section 19 (1A) of the Planning and Environment Act, 1987, Council considers it impractical to notify all owners and occupiers individually of Amendment C109 and will limit direct notification to property owners.**
  - **Council will give notice of the amendment in accordance with Section 19(1B) of the Act (including giving notice in a paper circulating within the affected areas inviting submissions to be made) and will also undertake a range of non-statutory consultation measures to ensure awareness of the proposed amendment amongst occupiers of affected properties.**

**(D) Subject to authorisation being granted by the Minister for Planning, resolves to place Amendment C109 on public exhibition for a period of six weeks.**

**MOVED: GOUGH  
SECONDED: KLEINERT**

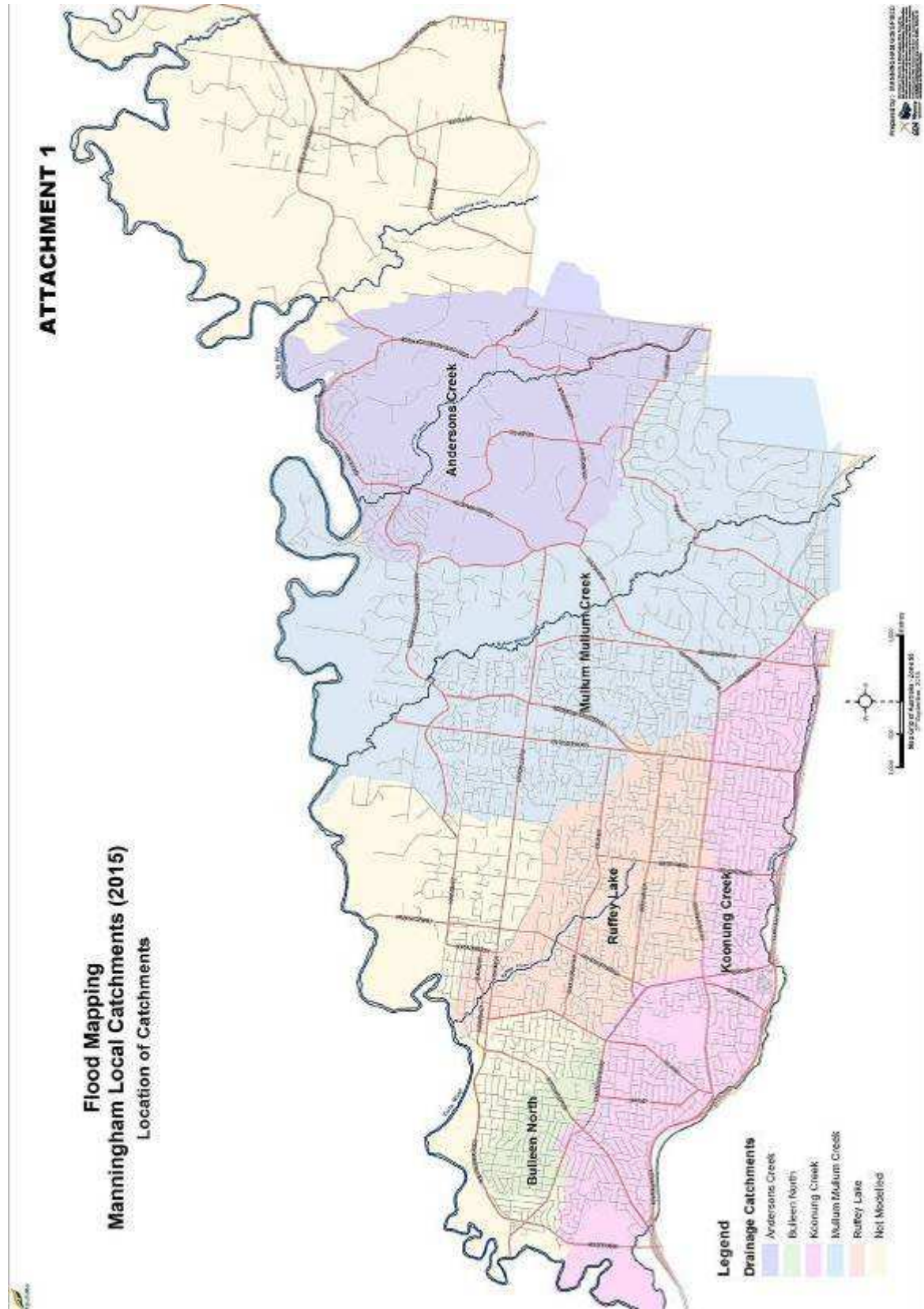
**That the Recommendation be adopted.**

**CARRIED**

“Refer Attachments”

**Attachment 1 – Location of Manningham Catchments  
Attachment 2 – Development of the Special Building Overlay Technical Report for  
Manningham City Council (Cardno) September 2015  
Attachment 3 – Amendment C109 documentation  
Attachment 4 – Maps showing existing and proposed LSIO and SBO**

\* \* \* \* \*





Attachment 2

# Development of the Special Building Overlay

Technical Report

NA/8913512



Prepared for  
Manningham City Council





## Contact Information

**Cardno Victoria Pty Ltd**  
Trading as **Cardno Pty Ltd**  
ABN 47 106 610 913

Level 4, 501 Swanston Street  
Melbourne, Victoria 3000

Telephone: (03) 8415 7777  
Facsimile: (03) 8415 7768  
International: +63 3 8415 7500

[www.cardno.com.au](http://www.cardno.com.au)

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2a	21/09/2015	Final SBO	AHV	Rob Swan

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## 1 Background

### 1.1 Introduction

This document has been prepared at the request of the City of Manningham to provide the background information and methodology used to amend the existing Special Building Overlay (SBO) for the Manningham Planning Scheme and to identify properties flooded within areas under Council's jurisdiction (i.e. local catchment flooding). The review of the overlay is a key aspect of floodplain management in the City and enables the appropriate control of development in areas subject to overland flow.

The amended overlays build on hydraulic modelling undertaken on behalf of Council and Melbourne Water by various consultants over the last five years.

### 1.2 Flood Modelling Studies

#### 1.2.1 Overview

Flood mapping seeks to identify areas at risk of flooding from various storm event and reduce those risks. It is a vital component of land use planning in the development of the SBO. The flood extents determined from engineering investigations are used to amend the SBO.

The areas included in the amended SBO have been generated as a result of engineering investigations undertaken by Council and Melbourne Water. The flood extents used to amend the SBO have been developed for flooding that is in excess of 50mm flood depth. The projects identified flood prone areas in the City of Manningham and included consideration of all local and Melbourne Water main drainage lines and major creeks within the five subject catchments.

Separate consideration of the Yarra River and Koonung Creek were outside the scope of the flood mapping projects. Flooding associated with the Yarra River and Koonung Creek would normally be designated under the Flood Zone, Floodway Overlay or Land subject to Inundation Overlay provisions of the Manningham Planning Scheme. The specific areas covered by the overlays are discussed below.

#### 1.2.2 Bulleen North

This project was undertaken as a collaboration project between the City of Manningham and Melbourne Water.

The Bulleen North drainage network is a branched and highly modified network that commences near the corner of High Street and Manningham Road and discharges at the Yarra River near the corner of Templestowe Road and Sheahans Road. It services the suburb of Bulleen. The total catchment area of the highly urbanised catchment is approximately 225 hectares, consisting of medium and high density residential and commercial developments.

The drainage system consists primarily of reinforced concrete pipes that ultimately discharge into the Yarra River. Throughout the entire catchment, a council maintained drainage network exists that flows into the Melbourne Water Main Drain at various locations. The Melbourne Water Drain commences at Rose Avenue and traverses the catchment in a north-west direction, discharging near the Yarra River at Templestowe Road.

##### 1.2.2.1 Properties and Buildings Flooded

In a large storm event, significant flooding occurs throughout the catchment. Numerous properties are inundated and many floors are potentially flooded. Table 1-1 provides an indication of the number of properties affected and floors flooded in the 1% Annual Exceedance Probability (AEP) storm event. These are the combined totals from flooding associated with Council and Melbourne Water drainage systems.

**Table 1-1 Properties Flooded, Bulleen North Catchment**

Flood Event	Number of Properties Affected	Number of Floors Flooded*
100 year	659	86

\* Note 1: the floors flooded have only been counted where surveyed floor level data is available.

\* Note 2: figures in table are taken directly from the flood modelling results. Not all properties will be included in the planning layers.

### 1.2.3 Ruffey Creek

This project was undertaken as a collaboration project between the City of Manningham and Melbourne Water. The Ruffey Creek Flood Mapping results were originally developed by AECOM and were reviewed as part of this project to ensure consistency of modelling parameters across the five catchments.

The Ruffey Creek catchment spans areas of Templestowe and Doncaster and consists almost entirely of residential development with some commercial and public land scattered throughout. The catchment boundary extends just east of Blackburn Road, south of Doncaster Road, along Williamsons Road, Manningham Road, High Street and Serpells Road and discharges to the Yarra River at Finns Reserve. The total catchment area of the highly urbanised catchment is approximately 1,049 hectares. Ruffey Lake sits in the centre of the catchment. The average grade of the catchment is 2% with the upper reaches approaching grades of 7%. The dominant flow direction is from south-east to north-west toward the Yarra River.

The drainage system consists primarily of reinforced concrete pipes that ultimately discharge into the Yarra River. Throughout the entire catchment, a council maintained drainage network exists that flows into the Melbourne Water Main Drainage network at various locations. The Melbourne Water drainage network includes the George Street, Roseland Grove, Borview Road, Greenridge Avenue and Montpellier Crescent main drains, as well as the Lynnwood Parade Retarding Basin. From a flood mitigation perspective, Ruffey Lake is by far the most important infrastructure component, also functioning as a retarding basin.

#### 1.2.3.1 Properties Flooded

Table 1-2 below shows the number of properties that are considered to be flood affected. The total below indicates where a property is intersected by the expected extent of flooding in the 1% AEP flood event.

**Table 1-2 Properties Affected by flooding (Ruffey Creek catchment)**

Catchment	Land Use	1% AEP Event - Properties Affected*
Ruffey Creek	Residential	3754
	Business	29
	Public	124
	<b>Total</b>	<b>3907</b>

\* Note 1: figures in table are taken directly from the flood modelling results. Not all properties will be included in the planning layers.

### 1.2.4 Mullum Mullum Creek, Koonung Creek, Andersons Creek

This project was undertaken by the City of Manningham, with technical review and comment provided by Melbourne Water. The aim of the project was to identify flooding from council owned or controlled assets, however due to the nature of the drainage networks, some areas that are considered Melbourne Water controlled were included.

The Koonung Creek catchment is primarily zoned as 'general residential zone' with an existing extensive underground stormwater pipe network throughout the catchment area. The land has not generally been developed with consideration of major overland flows, which is representative of the development controls at the time the land was urbanised generally in the 1950's and 1960's. There are many examples of overland flow paths traversing private properties.

The Mullum Mullum and Andersons Creek catchments are a mixture of urban and peri urban (large lot) land. Peri urban type uses are more commonly found along the main creek lines of the Mullum Mullum and Andersons Creek catchments. Predominantly, underground drainage is focused in the urban areas, with



rural and occasional urban areas (such as Warrandyte) not as effectively serviced. Most of the flows are carried in open streams and their associated floodplains. Across the catchment the tributary overland flow paths follow the natural drainage lines through properties; however, there are relatively few areas where flood extents appear to encroach on built infrastructure.

#### 1.2.4.1 Properties and Buildings Flooded

Table 1-3 and Table 1-4 below show the number of properties and buildings that are considered to be flood affected in each catchment. The total below indicates where a property or building is intersected by the expected extent of flooding in the 1% AEP flood event.

**Table 1.3 Properties Affected by flooding (Mullum, Andersons and Koonung catchments)**

Catchment	Land Use*	1% AEP Event Responsible Authority		
		MW	Council	Total
Koonung Creek	Residential	143	1939	2082
	Business	3	36	39
	Public	48	150	198
	<b>Total</b>	<b>194</b>	<b>2125</b>	<b>2319</b>
Mullum Mullum Creek	Residential	245	2219	2464
	Business	0	17	17
	Public	103	203	306
	<b>Total</b>	<b>348</b>	<b>2439</b>	<b>2787</b>
Andersons Creek	Residential	54	460	514
	Business	0	21	21
	Public	49	301	350
	<b>Total</b>	<b>103</b>	<b>782</b>	<b>885</b>

\* Note 1: figures in table are taken directly from the flood modelling results. Not all properties will be included in the planning layers

**Table 1.4 Buildings Affected by flooding (Mullum, Andersons and Koonung catchments)**

Catchment	Land Use*	1% AEP Event Responsible Authority		
		MW	Council	Total
Koonung Creek	Residential	39	926	965
	Business	3	22	25
	Public	4	39	43
	<b>Total</b>	<b>46</b>	<b>987</b>	<b>1033</b>
Mullum Mullum Creek	Residential	50	791	841
	Business	0	11	11
	Public	11	16	27
	<b>Total</b>	<b>61</b>	<b>818</b>	<b>879</b>
Andersons Creek	Residential	10	113	123
	Business	0	20	20
	Public	6	26	32
	<b>Total</b>	<b>16</b>	<b>159</b>	<b>175</b>

The number of buildings which will be inundated in a major storm event will be a subset of the building numbers shown in Table 1-4. This data is not currently available as floor level surveys have not been undertaken to date for these catchments.



## 2 Applicable Flood Planning Controls

There are three main planning overlay controls for flooding, the Floodway Overlay (FO), the Land Subject to Inundation Overlay (LSIO) and the Special Building Overlay (SBO). Of these controls, the SBO has been adopted to represent flooding in council areas, noting that this is related to a drainage network that may include pipes and open channels and provides ease of implementation.

### 2.1 Land Subject to Inundation (LSIO)

The LSIO applies to areas subject to mainstream flooding in both rural and urban areas. These are generally areas surrounding major overland flow paths that become inundated during full flood flows in the 1% AEP flood event (also referred to as the 1 in 100 year ARI event).

The current flood planning controls will remain unchanged for LSIO areas and will continue to adopt the standard planning permit requirements found in Clause 44-04 of the Manningham Planning Scheme.

### 2.2 Special Building Overlay (SBO)

The SBO applies to areas that are subject to stormwater flooding in urban areas. These are generally areas which are inundated due to the inability of the stormwater infrastructure to convey the full flood flows in the 1% AEP flood event (also referred to as the 1 in 100 year ARI event). This overlay is suitable for areas where stormwater systems were implemented prior to current design standards and there has been substantial development since the infrastructure was completed.

The flood planning controls proposed for the City of Manningham include three control types, designated as SBO1, SBO2 and SBO3. SBO1 and SBO2 are for areas of greater flooding where stricter planning controls are required. These areas adopt the standard planning permit requirements found in Clause 44-05 of the Manningham planning scheme. The 1 and 2 represent the break-up between the area of responsibility for management by Melbourne Water (SBO1) and Council (SBO2) respectively.

The proposed SBO3 is for areas managed by Council that have a known flood issue which requires control, but could be managed without a planning permit. The flood depth in the SBO3 area is usually less than 100 mm. It is proposed to adopt a schedule to the SBO that provides for appropriate flood sensitive development in these areas, without a permit, provided certain conditions are met. This approach should significantly lessen the impact of implementing appropriate flood management controls on both council staff and the wider community.

### 2.3 Schedule to the SBO (SBO1)

#### **SCHEDULE 1 TO THE SPECIAL BUILDING OVERLAY**

*Shown on the planning scheme map as SBO1*

#### **MELBOURNE WATER MAIN DRAINS**

##### **1.0 Referral of applications**

*An application must be referred to Melbourne Water in accordance with Section 55 of the act unless in the opinion of the responsible authority, the proposal satisfies requirements or conditions previously agreed to in writing between the responsible authority and the floodplain management authority*





## 2.4 Schedule to the SBO (SBO2)

The following schedule is proposed for the areas designated as SBO2.

### **SCHEDULE 2 TO THE SPECIAL BUILDING OVERLAY**

*Shown on the planning scheme map as SBO2*

#### **MANNINGHAM COUNCIL DRAINS**

##### **1.0 Referral of applications**

- *No referral authority specified*
- *An application will be considered by the City of Manningham as the authority responsible for local drains.*

## 2.5 Schedule to the SBO (SBO3)

The following schedule is proposed for the areas designated as SBO3

### **SCHEDULE 3 TO THE SPECIAL BUILDING OVERLAY**

*Shown on the planning scheme map as SBO3*

#### **MANNINGHAM COUNCIL DRAINS**

##### **1.0 Permit requirement**

*A permit is not required to construct or carry out the following buildings or works:*

- *a new dwelling where the floor level is at least 400 mm above the natural surface level and the sub floor does not obstruct the overland flow path.*
- *a replacement dwelling where the floor level is at least 400 mm above the natural surface level, the sub floor does not obstruct the overland flow path and the original building footprint remains the same. The responsible authority may require evidence of the existing building envelope.*
- *a single or multiple dwelling extension where:*
  - *the sub floor level does not obstruct the overland flow path; and*
  - *the floor level of the proposed dwelling extension/s is at least 400 mm above the natural surface level.*
- *an alteration to an existing building where the original building footprint remains the same and floor levels are constructed to at least 400mm above natural surface level.*
- *a replacement building (not including an out-building) where the floor level is at least 400 mm above the natural surface level, the original building footprint remains the same and the sub floor does not obstruct the overland flow path. The responsible authority may require evidence of the existing building envelope.*
- *new fencing with at least 25% openings and with the pinth at least 400 mm above the natural surface level.*

##### **2.0 Referral of applications**

- *No referral authority specified*
- *An application will be considered by the City of Manningham as the authority responsible for local drains.*



## 3 Planning Extent Development

### 3.1 Overview

Proposed planning extents have been developed for Bulleen North, Ruffey Creek, Mullum Mullum Creek, Andersons Creek and Koonung Creek Catchments. The proposed planning extents have been developed based on the hydraulic modelling outputs for the 100yr ARI storm event.

The extent of the overlay includes areas of flooding relevant to Melbourne Water's assets. Melbourne Water has a number of existing overlays in place as part of the scheme. As agreed with MW, these overlays have been replaced with the results of this study as they have been developed using more up to date modelling outputs.

The aim of the proposed planning extents are to identify areas that require planning controls to ensure appropriate responses to flooding. It is not necessary to have a flood related control in all areas where overland flows occur or are predicted by a flood model. The following section discusses the process used to develop the proposed planning extents.

### 3.2 Inclusion / Exclusion Criteria

Flood extents from the flood mapping projects for each catchment were used to provide the basis for the proposed planning extents. Four criteria have been adopted to assess if an area should be included in the planning extent. These inclusion and exclusion criteria are explained below:

#### 3.2.1 Criteria 1: Properties adjacent to flooded roads

There are many areas in Manningham where flooding is generally contained within the road reserve, however, due to the flood mapping methodology, the flood extents generated from the flood model results may encroach slightly onto properties. This criteria identifies where this may occur and removes areas from the proposed planning extent on properties where this occurs, as shown in Figure 3-1. The guidelines adopted for this criteria were:

**Removed from SBO:** If the flooded area of a property was entirely within 5m of a roadway and the percentage of the property affected was less than 10%.

**Retained as part of SBO:** If other areas of the property, not within 5m of the roadway, were flood affected.

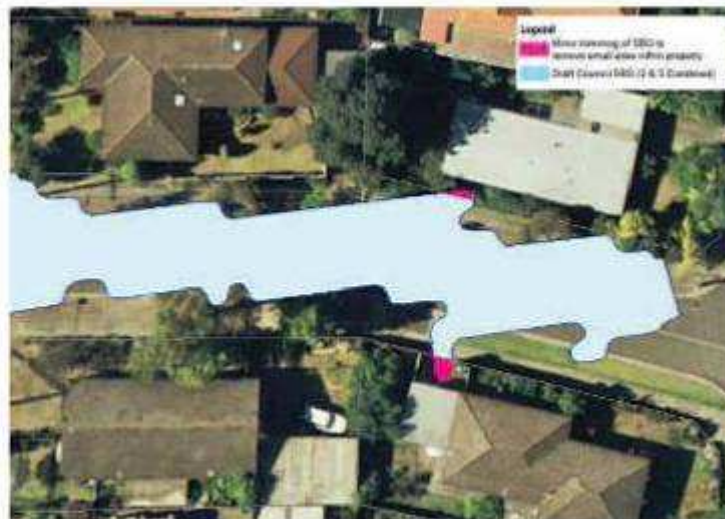


Figure 3-1 Trimming of Flood Extent along Roads



### 3.2.2 Criteria 2: Isolated ponding

The flood modelling approach used identifies all potential flowpaths in a catchment, including those that may be unrelated to drainage infrastructure. These could be on larger properties, upstream of the drainage network or isolated low points within individual properties. Guidelines were adopted to account for these areas:

**Removed from the SBO:** If flooded area was less than 500 m<sup>2</sup>, fully disconnected from the flood extent and situated away from the underground drainage network.

**Removed from the SBO:** Either if:

- a) The flooded area was disconnected from the flood extent, the drainage network, had a maximum flood depth less than 200 mm and the raw (unfiltered) data did not suggest connection to the neighbouring flood extent. These areas were usually isolated local depressions on the land surface.
- b) The area was less than 500 m<sup>2</sup>, the maximum flood depth was less than 200 mm and the raw (unfiltered) data did not suggest connection to the neighbouring flood extent.

**Removed from the SBO:** If the flooded area was determined to be a body of water such as a swimming pool, but not an online dam or similar water storage.

As an example, Figure 3-2 shows the areas that were removed for the Buleen North Catchment.

### 3.2.3 Criteria 3: Connecting Disconnected Extents

The flood extents produced by the flood mapping projects have been filtered to remove areas that do not meet specified criteria. In some cases this can lead to a visual disconnection in the planning extent that can appear to show flooded areas with no logical connections. This result can be due to the connected flows being less than 50mm in depth such that the connection is not fully mapped. The proposed planning extents have been amended to provide a more continuous flood extent in these cases.

**Connections Made:** If the flood extent in the raw (unfiltered) model outputs suggested a connection could occur, and no additional properties are impacted by the change.

As an example, Figure 3-3 shows the areas that were connected for the Buleen North Area.

### 3.2.4 Criteria 4: Differentiating between LSIO and SBO 1

Areas designated as LSIO and SBO 1 are both Melbourne Water controlled. This delineation is applied at a catchment scale so as not to interchange between each scheme along the same flow path. The guidelines for delineation are:

**LSIO:** If flooding is present along a mainstream flow path (e.g. creek, river, etc.).

**SBO 1:** If flooding is present along a Melbourne Water underground asset.

### 3.2.5 Criteria 5: Differentiating between SBO 2 and SBO 3

Council has adopted a floodplain management approach that enables both council and the wider community to easily understand the floodplain risk associated with each property. It is considered that flow paths where the depth of water is generally greater than 100 mm will require detailed assessment by council officers and these areas are designated as SBO2. All other areas that are managed by council are considered SBO3, and may be developed without a permit, subject to certain conditions being met. The guidelines for delineation are:

**SBO 2:** If a large proportion of the flow path experienced depths of more than 100 mm.

**SBO 3:** If the flow path was predominantly less than 100 mm in depth.

The method used to identify these areas is shown in Figure 3-4 for the Buleen North catchment. Once an area became designated as SBO2, it remained SBO2 until meeting the Melbourne Water controlled area (SBO1/LSIO), even if the flow depths became less than 100 mm. This retains continuity in the SBO shapes and indicates that these downstream flowpaths need greater control as



they may be more sensitive to change. The divide between these areas will generally be at the property boundary such that any property will be affected by SBO2 or SBO3.

### 3.2.6 Smoothing

An automatic smoothing process was performed on the proposed planning extents in order to remove unrealistically sharp edges and provide a pleasing visual presentation. Careful consideration was made as to ensure that no additional properties were included in the extent due to the smoothing process.

### 3.2.7 Other Minor Amendments

In some instances minor amendments to the edges of the proposed planning extents have been made. This has been done where the proposed planning extent only covers a small area of a property and the flood risk on that property was considered to be negligible. This commonly occurs along drainage reserves where there is a minor overlap of the flood extent into private property. The removal of this small overlap aims to avoid unnecessary queries from properties with negligible flood risk.

## 3.3 Separating MW and Council Flood Extents

The following guidelines were followed when undertaking the final derivation of the proposed planning extents. The split between SBO 2 and SBO 3 has been determined as part of this analysis. The guidelines are:

- The breaks between proposed planning extents should be along land parcel boundaries unless otherwise advised.
- To avoid ambiguity, a parcel is classified as being within Melbourne Water's (MW) flood extent or Council's. This ensures that when a request for a flood level for a particular parcel is made, only one authority provides the level.
- The Melbourne Water Areas (LSIO and SBO 1) occur where the flood extent is directly associated with a MW asset, including where it breaks away from the asset.
- Council controlled areas (SBO 2 and SBO 3) begin at the top of the catchment and end once they intersect with the MW flood extent.
- Where the flood extent traverses a group of units, the entire extent will be classified as one authority's flood extent based on the downstream control, unless a suitable other delineation exists.
- For large parcels (schools, reserves, golf courses, etc.), the entire extent will be classified as one authority's flood extent. In the event that the parcel is subdivided in the future, both authorities will re-arrange the flood extents if necessary.

## 3.4 Eastern Golf Course – Doncaster

The site of the former Eastern golf course is currently being developed into residential housing. The development process ensures that flood and overland flow paths must be provided by the developer to ensure that no new properties are effected by flooding. As such, it is reasonable to exclude this land from the proposed planning extent.

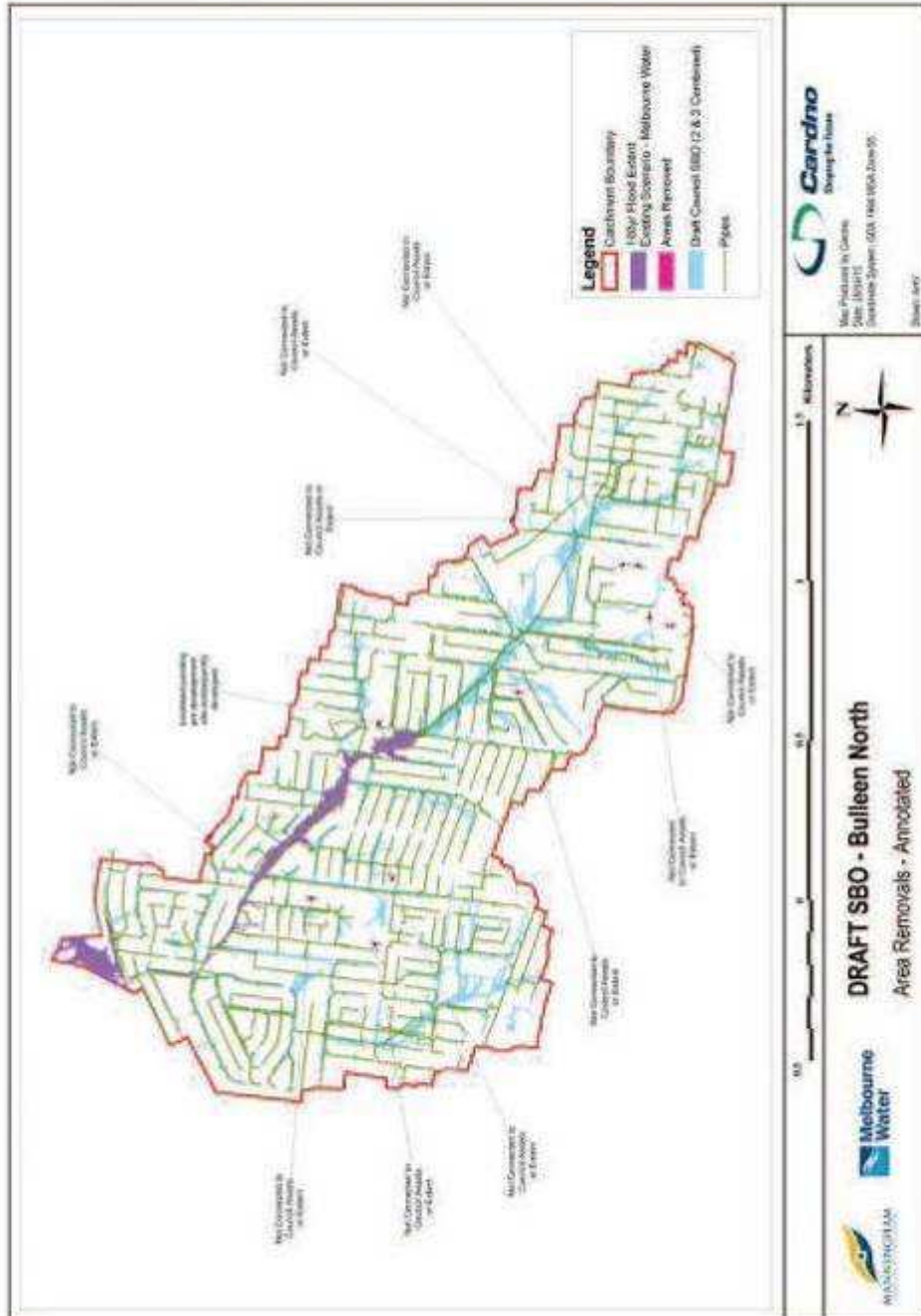


Figure 3.2 SBO Extent Development, Areas Removed

21 September 2015

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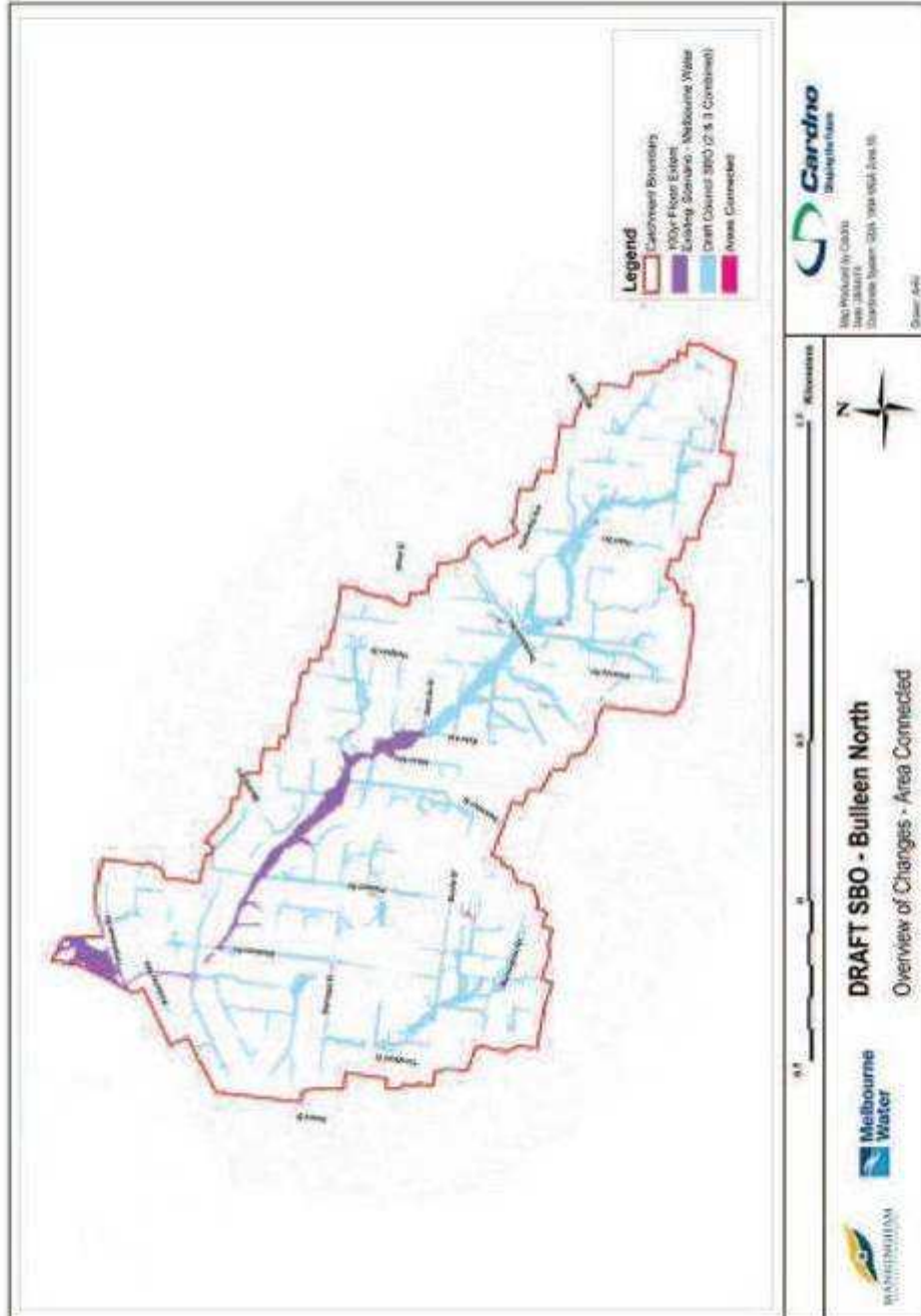


Figure 3-3 SBO Extent Development, Areas Connected

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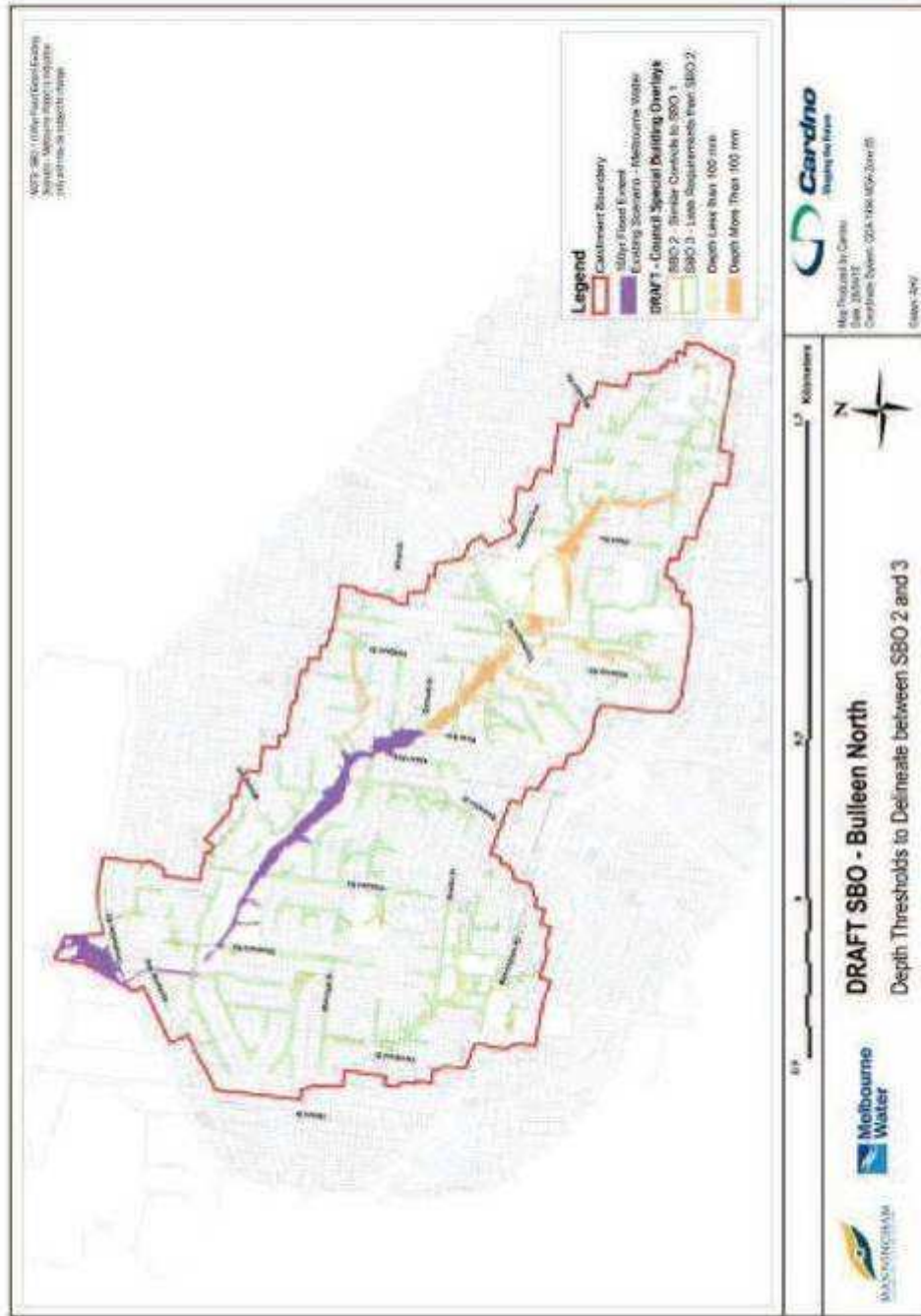


Figure 3-4 SBO Extent Development, SBO2 and SBO3 Delineation

21 September 2015

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## 4 Proposed Amendments to Planning Overlays

### 4.1 Overlays Supplied

Proposed Land Subject to Inundation and Special Building Overlays for each area have been supplied in both map and GIS form.

The draft overlays are provided in the figures attached for:

- > Bulleen North Catchment
- > Ruffey Creek Catchment
- > Andersons Creek Catchment
- > Mullum Mullum Creek Catchment
- > Koonung Creek Catchment

### 4.2 Properties included in the Proposed Planning Extents

The number of properties that are included in each of the proposed planning overlays are shown in Table 4-1. This includes consideration of land parcels that have multiple property titles, such as strata developments and shopping centres.

**Table 4-1 Properties affected by the flood overlays**

Catchment Area	Overlay Type			
	LSIO	SBO 1	SBO 2	SBO 3
Bulleen North	0	48	132	379
Ruffey Creek	96	247	1324	1884
Koonung Creek	24	120	989	1474
Mullum Mullum Creek	247	280	1048	1049
Andersons Creek	123	0	456	192

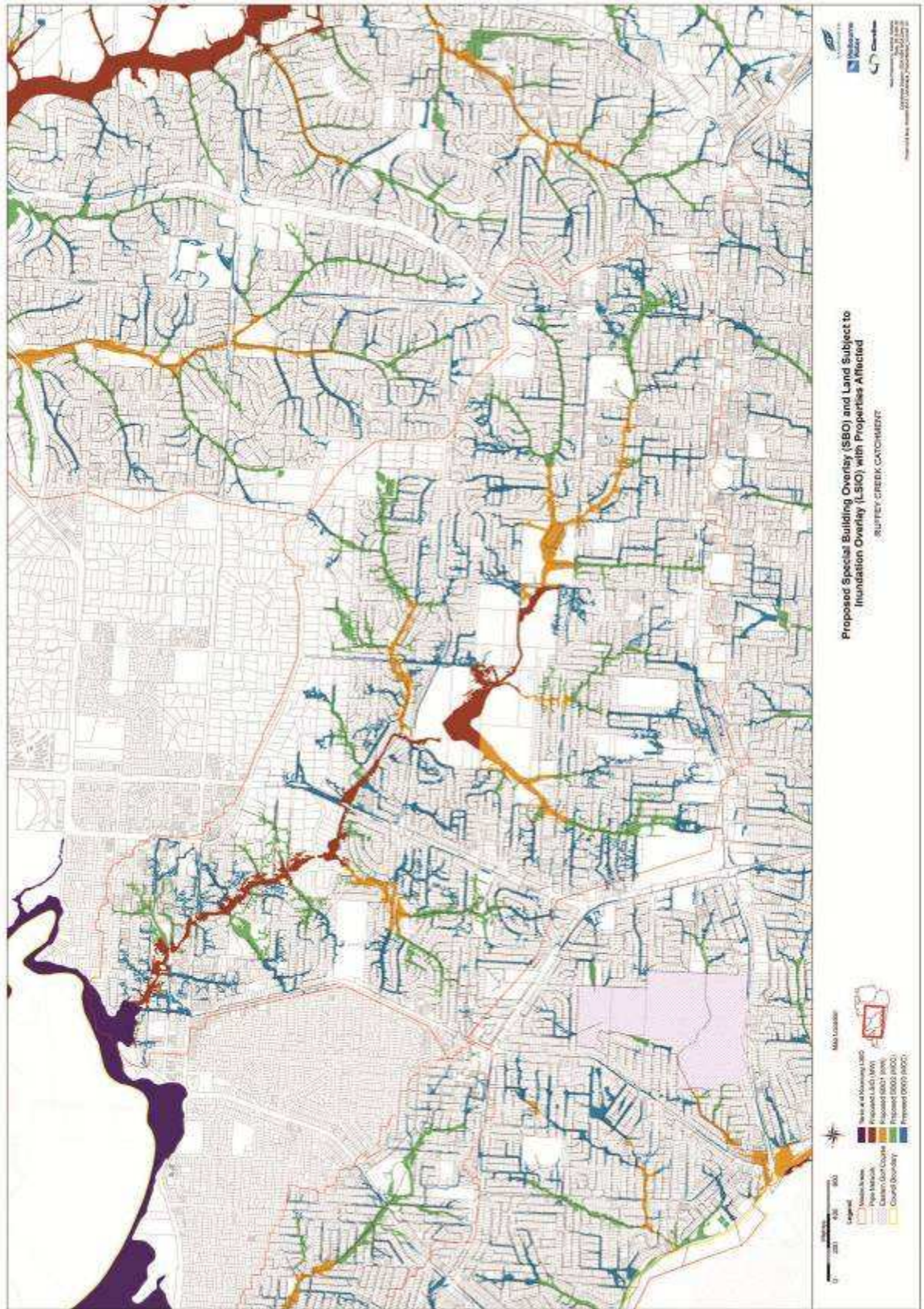


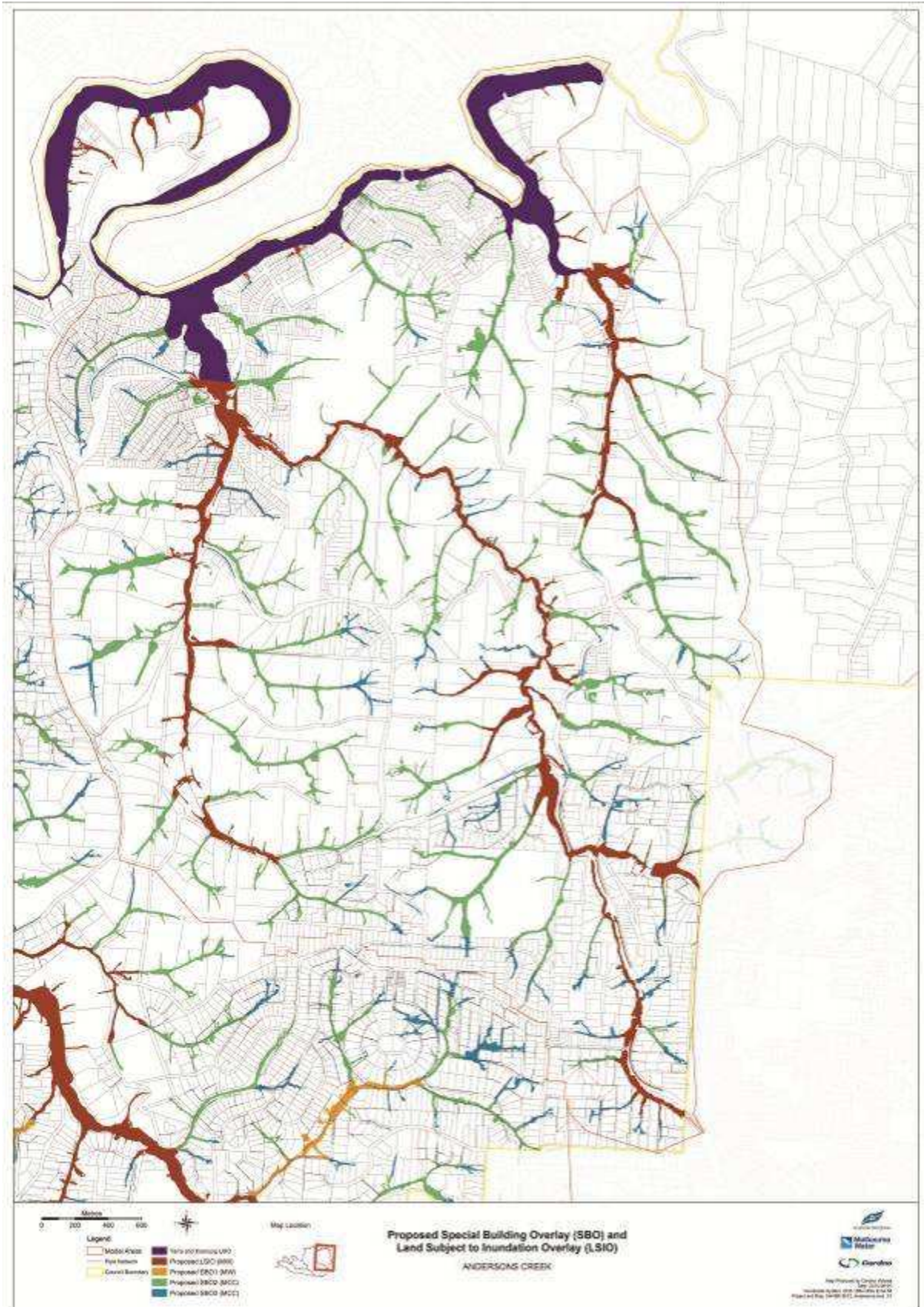
Development of the  
Special Building Overlay

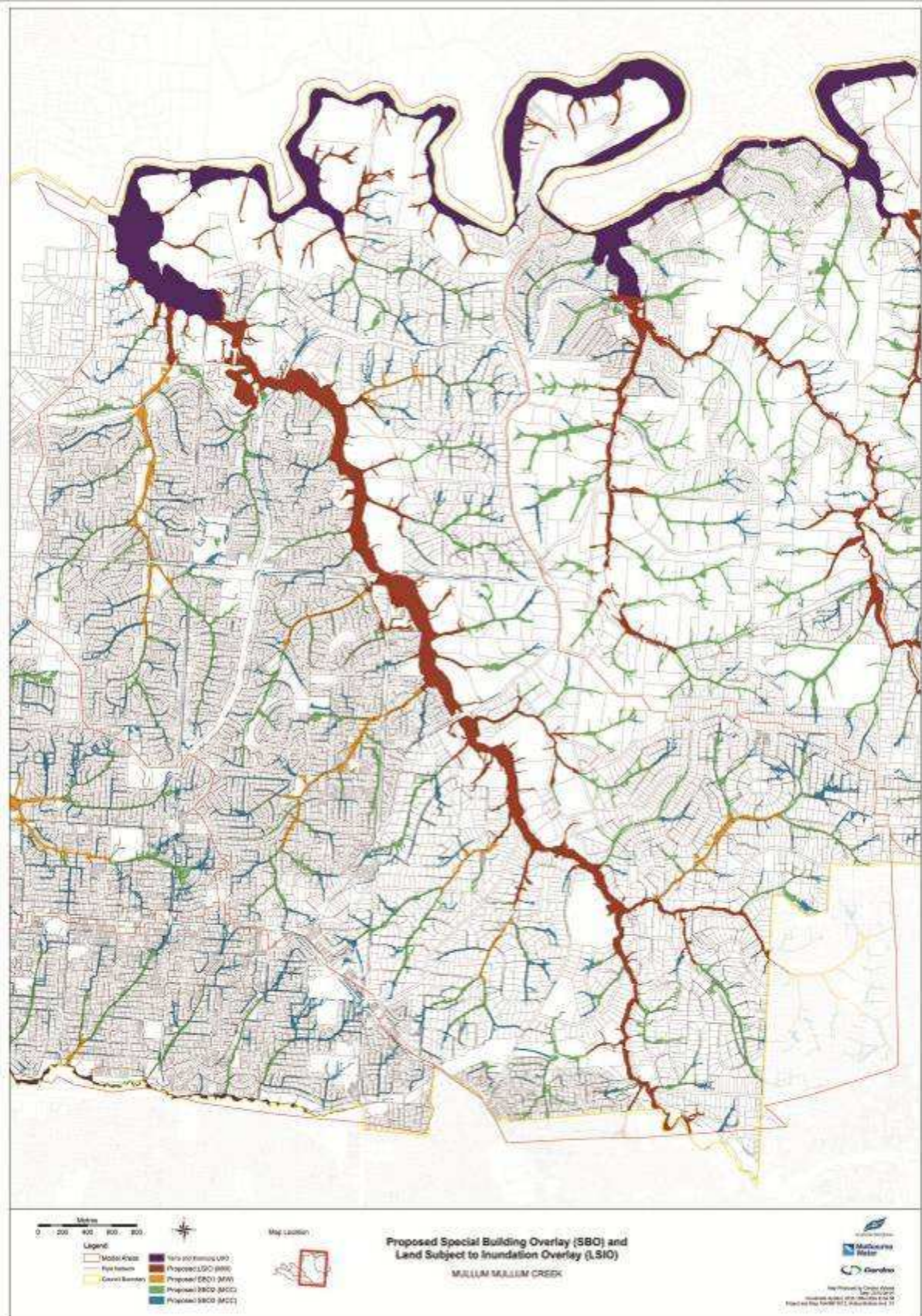
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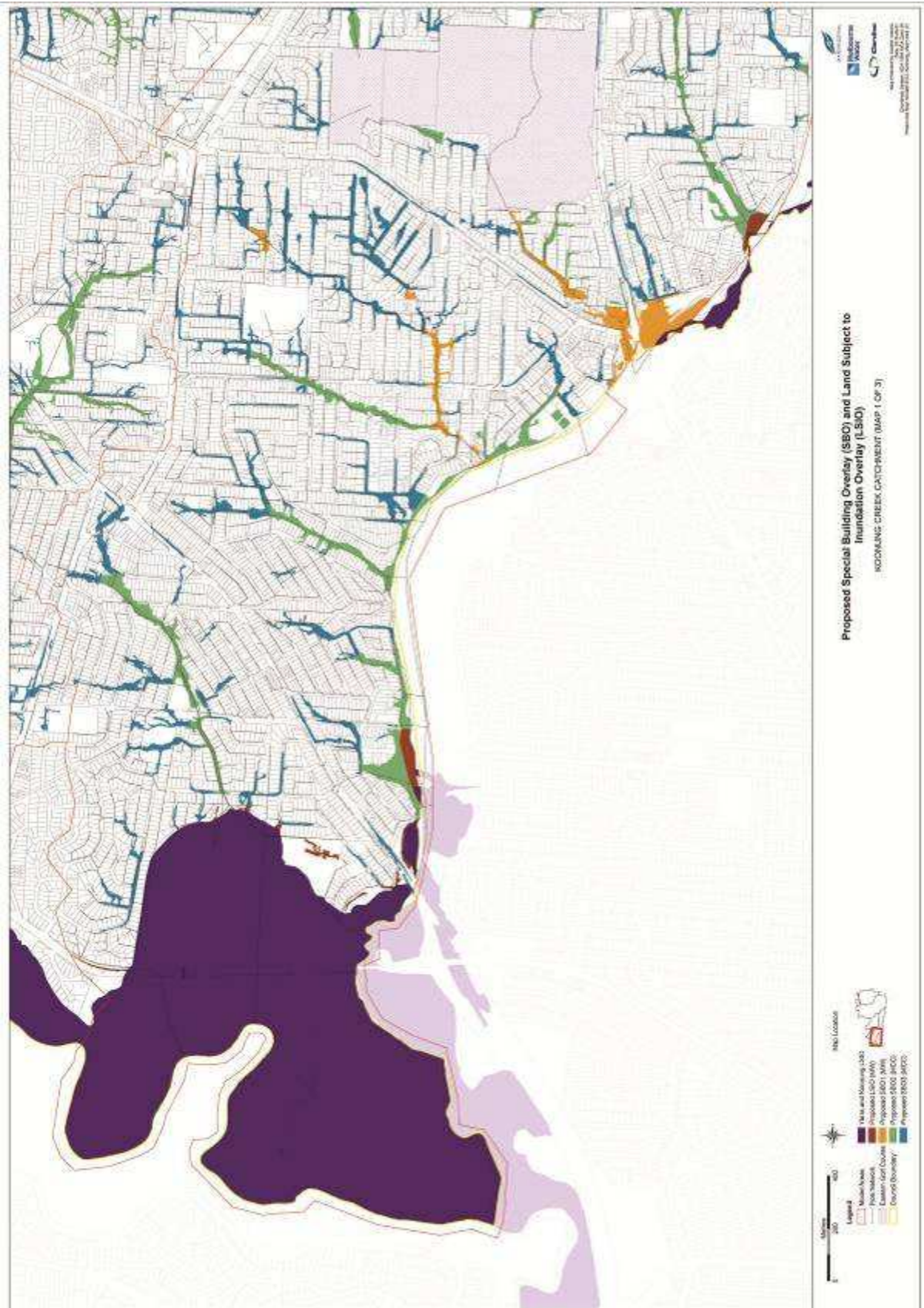


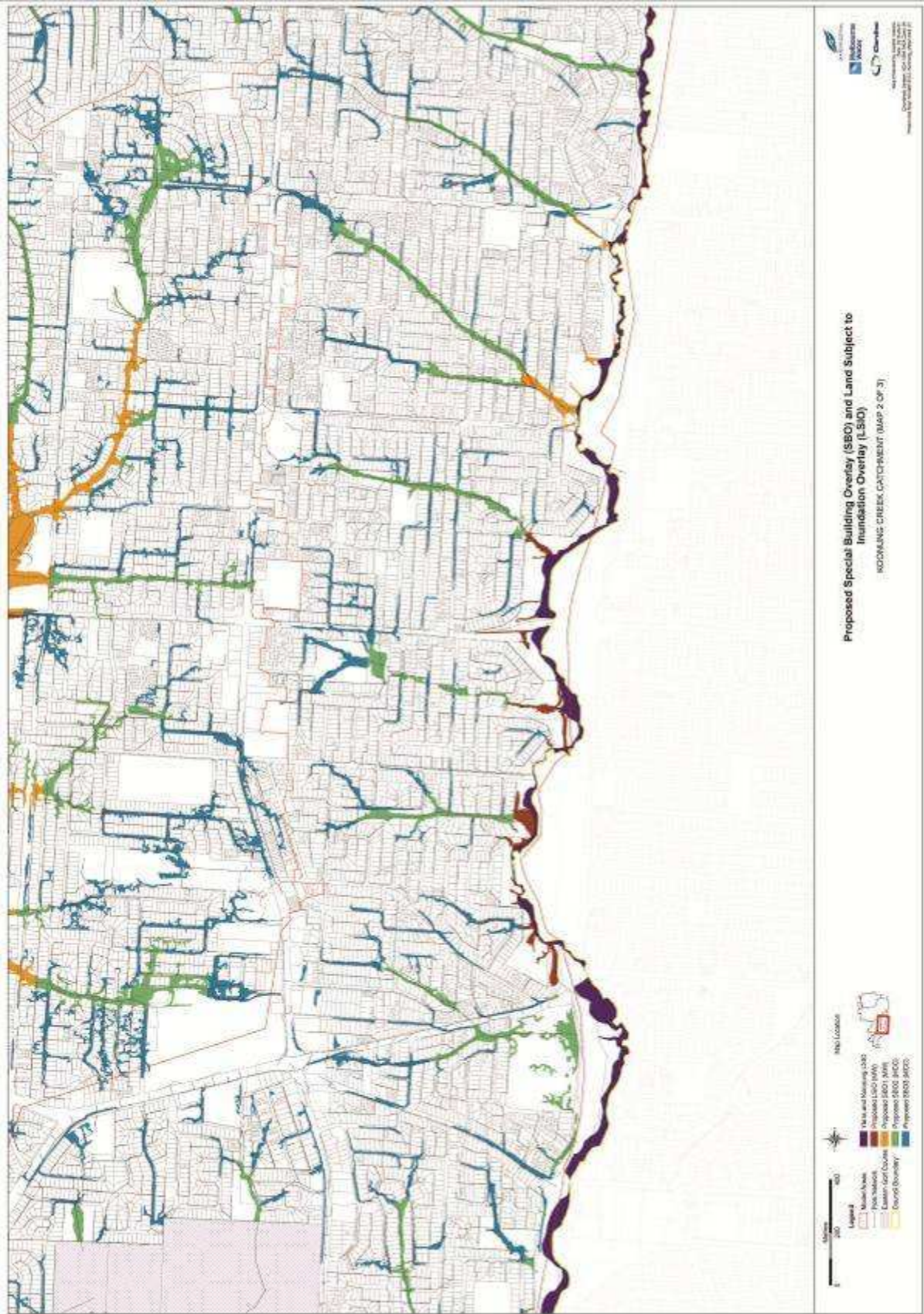
















**ATTACHMENT 3a****Planning and Environment Act 1987****MANNINGHAM PLANNING SCHEME****Notice of the Preparation of an Amendment****Amendment C109**

Manningham City Council has prepared Amendment C109 to the Manningham Planning Scheme.

The Amendment affects land throughout the City of Manningham that has been identified by the City of Manningham and Melbourne Water as being liable to inundation (flooding) in a 1 in 100 year storm event. The land affected is shown on the proposed planning scheme maps that form part of this amendment.

The Amendment proposes to amend the Manningham Planning Scheme by:

- Amending the Municipal Strategic Statement at Clause 21.12 and 21.16 to include reference to the *'Flood Management Plan for Manningham Council and Melbourne Water June 2011'* and the *'Development of the Special Building Overlay Technical Report for Manningham City Council (Cardno) August 2015'*.
- Replacing the existing LSIO and SBO with a new LSIO and three new Schedules to the SBO that distinguish between areas subject to inundation in relation to the 'main' drainage system (SBO1 – Melbourne Water drains) and the local drainage system (SBO2 and SBO3 – Council drains). SBO3 establishes additional planning permit exemptions for certain areas subject to inundation in relation to the 'local' drainage system.
- Updating the Special Building Overlay (SBO) and Land Subject to Inundation Overlay (LSIO) maps to reflect the revised flood extent (land subject to inundation in a 1 in 100 year storm event) and to delineate areas to which SBO1, SBO2 and SBO3 apply.

You may inspect the Amendment, any documents that support the Amendment and the Explanatory Report about the Amendment, free of charge, at the following locations:

- during office hours, at the office of the planning authority, Manningham City Council, 699 Doncaster Road, Doncaster
- at the Manningham website at [www.yoursaymanningham.com.au](http://www.yoursaymanningham.com.au)
- at the Doncaster/The Pines/Bulleen/Warrandyte branch libraries and the Box Hill branch library
- at the Department of Environment, Land, Water and Planning website [www.dtpli.vic.gov.au/publicinspection](http://www.dtpli.vic.gov.au/publicinspection).

Any person who may be affected by the Amendment may make a submission to the planning authority about the Amendment. Submissions must be made in writing giving the submitter's name and contact address, clearly stating the grounds on which the Amendment is supported or opposed and indicating what changes (if any) the submitter wishes to make.

Name and contact details of submitters are required for Council to consider submissions and to notify such persons of the opportunity to attend Council meetings and any public hearing held to consider submissions. The closing date for submissions is **[insert closing date for submissions]**. A submission must be sent to the  
Manager Economic and Environmental Planning  
Manningham City Council  
PO Box 1  
DONCASTER VIC 3108

or submitted online at [www.yoursaymanningham.com.au](http://www.yoursaymanningham.com.au)

**JOE CARBONE**  
Chief Executive Officer

**ATTACHMENT 3b***Planning and Environment Act 1987***MANNINGHAM PLANNING SCHEME****AMENDMENT C109****EXPLANATORY REPORT****Who is the planning authority?**

This amendment has been prepared by Manningham City Council who is the planning authority for this amendment. Melbourne Water who has also assisted in the preparation of the amendment.

**Land affected by the Amendment**

The Amendment applies to land within five local catchments in the City of Manningham which have been identified by Melbourne Water and Council as being liable to inundation in a 1 in 100 year storm event. The land affected is shown on the proposed planning scheme maps that form part of this amendment.

**What the amendment does**

The Amendment implements revised flood modelling for the City of Manningham which has been recently undertaken by both Melbourne Water and Council.

Specifically, the Amendment proposes to change the Manningham Planning Scheme to:

- Amend the Municipal Strategic Statement (MSS) at *Clause 21.12 Infrastructure and 21.16 Key References* to include reference to:
  - The 'Flood Management Plan for Manningham Council and Melbourne Water June 2011' which provides the strategic framework for establishing the appropriate Planning Scheme overlays to reflect the results of the flood mapping project and;
  - The 'Development of the Special Building Overlay – Technical Report for Manningham City Council (Cardno) August 2015', which provides an overview of the methodology used in the flood mapping of the five local catchments.
- Replace the Special Building Overlay (SBO) and Land Subject to Inundation Overlay (LSIO) maps with updated maps to reflect the revised flood extent (land subject to inundation in a 1 in 100 year storm event).
- Introduce three new schedules to the SBO that distinguish between areas subject to inundation in relation to the 'main' drainage system (Melbourne Water drains) and the 'local' drainage system (Council drains), and establish additional planning permit exemptions for certain areas where Council is the nominated drainage authority.

The schedules are referred to as SBO1, SBO2 and SBO3 and these areas are defined on the planning Scheme (SBO) maps. Each schedule defines what permit exemptions apply to the relevant areas.

**Schedule 1** to the Special Building Overlay (SBO1) covers the Melbourne Water drainage system and nominates Melbourne Water as the Determining Referral Authority. All applications for development in this overlay are referred to Melbourne Water to assess and provide the appropriate permit conditions and floor levels.

**Schedule 2** to the Special Building Overlay (SBO2) covers the local drainage system and Council is the responsible authority for drainage. Council assesses all applications for development in this overlay and provides appropriate permit conditions and floor levels.

**Schedule 3** to the Special Building Overlay (SBO3) is similar to SBO2, except that a planning permit will be required in fewer circumstances – such as when a building or extension is constructed with a floor level below the natural surface level. All applications for development in this overlay (not exempted from needing a permit) are referred to Council to assess and provide the appropriate permit conditions and floor levels.

The proposed revisions will result in:

- Approximately 200 properties no longer being covered by the SBO and LSIO;
- Approximately 9500 properties being covered by the SBO and LSIO for the first time; and
- Approximately 1000 properties remaining in the SBO and LSIO (noting this may include some revision to the extent of the SBO and LSIO over an individual property).

No individual property is covered by more than one schedule (E.g. SBO 1 and SBO2) to ensure there is a clear distinction between responsibilities of the relevant drainage authorities.

The SBO and LSIO do not prevent development but rather, through requiring a planning permit, ensure that development is sited and designed to minimise the impact of flooding.

#### Planning Permit exemptions

Exemptions from requiring a planning permit for specified buildings and works are nominated in the parent clause to the Special Building Overlay and Land Subject to Inundation Overlay. These controls allow for additional exemptions to be listed in a local schedule. A schedule is not proposed to be included in the LSIO. SBO 1 and SBO2 also do not propose any additional exemptions beyond those included in the parent clause.

SBO3, however, does include a number of additional exemptions (i.e. where a permit is not required) as follows:

A permit is not required to carry out the following building or works:

- a new dwelling where the floor level is at least 400 mm above the natural surface level and the sub floor does not obstruct the overland flow path.
- a replacement dwelling where the floor level is at least 400 mm above the natural surface level, the sub floor does not obstruct the overland flow path and the original building footprint remains the same. The responsible authority may require evidence of the existing building envelope.
- a single or multiple dwelling extension where:
  - the sub floor level does not obstruct the overland flow path; and
  - the floor level of the proposed dwelling extension/s is at least 400 mm above the natural surface level.
- an alteration to an existing building where the original building footprint remains the same and floor levels are constructed to at least 400mm above natural surface level.
- a replacement building (not including an out-building) where the floor level is at least 400 mm above the natural surface level, the original building footprint remains the same and the sub floor does not obstruct the overland flow path. The responsible authority may require evidence of the existing building envelope.
- new fencing with at least 25% openings and with the plinth at least 400 mm above the natural surface level.

## **Strategic assessment of the Amendment**

### **Why is the Amendment required?**

The Special Building Overlay (SBO) and Land Subject to Inundation Overlay (LSIO) are Victoria Planning Provisions (VPPs) which identify land in urban areas that are liable to inundation (flooding) by overland flows from the drainage system (SBO) and from flooding associated with waterways and open drainage systems (LSIO). SBOs and LSIOs are based upon the extent of overland flooding and flooding associated with waterways that would result from a 1 in 100 year storm event.

The purpose of both the SBO and the LSIO is to ensure that new development is designed to maintain the free passage and temporary storage of floodwaters, to minimise flood damage and not cause any significant rise in flood level or flow velocity that may adversely affect existing properties. It also seeks to protect water quality.

Including the SBO and the LSIO in the planning scheme enables drainage and flooding issues to be addressed early in the development process (through triggering a planning permit for buildings and works) rather than only at the later building permit stage.

Implementation of the SBO and the LSIO can influence the siting of buildings and set appropriate conditions, such as raised floor levels, to address any flood risk to new development.

Melbourne Water and Council (as the authorities responsible for the main and local drainage systems respectively) prepare drainage survey and floodplain data that is then reflected in the Planning Scheme via the SBO and LSIO.

Melbourne Water has recently developed more advanced methods of mapping and modelling to determine land susceptible to flooding. The same mapping and modelling methods have been used by Council to model local drains. Following the recent flood mapping review, it is now known that the current SBO and LSIO do not accurately reflect all properties at risk of overland and mainstream flooding. Council has a responsibility to keep the Planning Scheme up to date, and the SBO and LSIO provides an important and transparent statutory mechanism for indicating properties that are subject to inundation in a severe storm event.

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

The Amendment implements the objectives of planning in Victoria by:

- (a) Providing for the fair, orderly, economic and sustainable use, and development of land.*
- (b) Balancing the present and future interests of all Victorians.*

The Amendment will implement the objectives of planning in Victoria by providing for planning overlay controls that ensure that floodplain management issues are considered during the planning process.

### **How does the Amendment address any environmental, social and economic effects?**

#### *Environmental Effects*

The Amendment will minimise the potential detrimental environmental effects of overland flooding and land affected by flooding associated with waterways and open drainage systems by requiring that the impacts on drainage be assessed at an early stage of the planning approval process. This will reduce the impact of new buildings and works on the free flow and storage of floodwaters.

#### *Social and Economic Effects*

The Amendment will have positive social and economic effects by ensuring that issues relating to drainage are identified at an early stage in the planning approval process.

The Amendment will minimise potential property damage by flooding by requiring a permit for buildings and works in the areas identified as subject to inundation. The controls will assist in minimising the personal, social, community and financial losses that result from flooding. The Amendment will also provide greater awareness and transparency of flood risks and impacts.

**Does the Amendment address relevant bushfire risk?**

The Amendment is not likely to increase the risk to life, property, community infrastructure and the natural environment from bushfire. The amendment does not alter the areas affected by the Bushfire Management Overlay.

**Does the Amendment comply with the requirements of any Minister's Direction applicable to the amendment?**

The Amendment is consistent with Minister's Direction No. 9 – Metropolitan Strategy (as amended 30 May 2014) pursuant to Section 12 of the *Planning and Environment Act 1987* – that requires planning authorities to have regard to the Metropolitan Strategy (Plan Melbourne).

Plan Melbourne states that we need to: *"value and use Melbourne's rain fall to minimise water price increases, improve the health of waterways and bays, reduce urban flooding, enhance or liveability and amenity, and build Melbourne's expertise in whole-of-water management – a key capability of the 21<sup>st</sup> century."*

Plan Melbourne also has as a direction (Direction 5.5) to *"Integrate whole-of-watercycle management to deliver sustainable and resilient urban development"* in order to, amongst other things, *"minimise the impact of flooding"*.

By improving and implementing better shape modelling, Council and Melbourne Water can better plan for future flood impacts, contribute to broader plans for whole-of-watercycle management with other governments and agencies and can reduce, through planning permit application, the impacts of flooding within the municipality.

The Amendment is also consistent with the Ministerial Direction on the Form and Content of Planning Schemes under Section 7(5) of the Act.

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

The Amendment has been assessed against the objectives of the State Planning Policy Framework and is considered to be consistent with the principles of State Policy, in particular:

Clause 13.02-1 Floodplain Management which includes strategies to:

- Identify land affected by flooding, including floodway areas, as verified by the relevant floodplain management authority in planning scheme maps. Land affected by flooding is land inundated by the 1 in 100 year flood event or as determined by the floodplain management authority.
- Avoid intensifying the impact of flooding through inappropriately located uses and development.

In relation to these strategies, the Amendment will assist in the protection of life, property and community infrastructure from flood hazard, the natural flood carrying capacity of rivers, streams and floodways, and will protect the flood storage function of floodplains and waterways.

State Planning Policy places a clear onus on Responsible Authorities to ensure that flooding and drainage information is clearly shown in planning schemes and taken into consideration as part of the planning process. The proposed amendment will assist in the achievement of this intent.

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

The Amendment supports and implements the Local Planning Policy Framework by implementing a range of objectives and strategies contained in Clause 21 – Municipal Strategic Statement relating to floodplain management, monitoring stormwater quality and ensuring that use and development of land does not affect the role of land as an active floodway.

**Does the Amendment make proper use of the Victoria Planning Provisions?**

The VPPs include a number of overlay controls for identifying areas subject to inundation, including the SBO and LSIO which are applied to the overland flow paths of natural drainage depressions that have been developed for other uses and land affected by flooding associated with waterways and open drainage systems.

The introduction of the SBO and the LSIO are the best VPP tools to ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, is compatible with the flood hazard and local drainage conditions and will not cause any significant rise in flood level or velocity.

**How does the Amendment address the views of any relevant agency?**

The Amendment has been prepared by Council and Melbourne Water and reflects updated flood mapping information which has been prepared and provided by Council and Melbourne Water.

**Does the Amendment address relevant requirements of the Transport Integration Act 2010?**

The Amendment addresses the relevant requirements of the *Transport Integration Act 2010*.

The Amendment will not have any significant impact on the transport system, as defined by Section 3 of the *Transport Integration Act 2010*, as it would not result in any increase in demand on the transport system.

**Resource and administrative costs****• What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

By accurately identifying land that is subject to inundation, the Amendment will benefit Council and the community by enabling more accurate, timely and consistent advice to be provided by Council and Melbourne Water as the responsible drainage authorities.

The Amendment is not anticipated to result in any significant increase in the number of planning permit applications, but rather be an additional consideration under permits already required under other provisions in the scheme. Accordingly, the Amendment will not result in any significant resource implications for Council as the responsible authority.

**Where you may inspect this Amendment**

The Amendment is available for public inspection, free of charge at the following places:

- during office hours, at the office of the planning authority, Manningham City Council, 699 Doncaster Road, Doncaster
- at the Manningham website at [www.yoursaymanningham.com.au](http://www.yoursaymanningham.com.au)
- at the Doncaster/The Pines/Bulleen/Warrandyte branch libraries and the Box Hill branch library
- at the Department of Environment, Water, Land and Planning website

[www.dtpli.vic.gov.au/publicinspection](http://www.dtpli.vic.gov.au/publicinspection) .

**Submissions**

Any person who may be affected by the Amendment may make a submission to the planning authority.

Submissions about the Amendment must be received by **[insert submissions due date]**.

A submission must be sent to the:

Manager Economic and Environmental Planning  
Manningham City Council  
PO Box 1  
DONCASTER VIC 3108

or submitted online at [www.yoursaymanningham.com.au](http://www.yoursaymanningham.com.au) or emailed to [eepadmin@manningham.vic.gov.au](mailto:eepadmin@manningham.vic.gov.au)



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**SCHEDULE 1 TO THE SPECIAL BUILDING OVERLAY**

Shown on the planning scheme map as **SBO1**

**MELBOURNE WATER MAIN DRAINS****1.0 Referral of applications**

An application must be referred to Melbourne Water in accordance with Section 55 of the act unless in the opinion of the responsible authority, the proposal satisfies requirements or conditions previously agreed to in writing between the responsible authority and the floodplain management authority.

MANNINGHAM PLANNING SCHEME

**ATTACHMENT 3c**

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Proposed C109

**SCHEDULE 2 TO THE SPECIAL BUILDING OVERLAY**

Shown on the planning scheme map as **SBO2**

**MANNINGHAM COUNCIL DRAINS**

**1.0 Referral of applications**

- No referral authority specified
- An application will be considered by the City of Manningham as the authority responsible for local drains

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Proposed C109

### SCHEDULE 3 TO THE SPECIAL BUILDING OVERLAY

Shown on the planning scheme map as **SBO3**

#### MANNINGHAM COUNCIL DRAINS

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##### Permit requirement

A permit is not required to construct or carry out the following buildings or works:

- a new dwelling where the floor level is at least 400 mm above the natural surface level and the sub floor does not obstruct the overland flow path;
- a replacement dwelling where the floor level is at least 400 mm above the natural surface level, the sub floor does not obstruct the overland flow path and the original building footprint remains the same. The responsible authority may require evidence of the existing building envelope;
- a single or multiple dwelling extension where:
  - the sub floor level does not obstruct the overland flow path; and
  - the floor level of the proposed dwelling extension/s is at least 400 mm above the natural surface level;
- an alteration to an existing building where the original building footprint remains the same and floor levels are constructed to at least 400mm above natural surface level;
- a replacement building (not including an out-building) where the floor level is at least 400 mm above the natural surface level, the original building footprint remains the same and the sub floor does not obstruct the overland flow path. The responsible authority may require evidence of the existing building envelope;
- new fencing with at least 25% openings and with the plinth at least 400 mm above the natural surface level.

##### 2.0 Referral of applications

- No referral authority specified
- An application will be considered by the City of Manningham as the authority responsible for local drains.

## ATTACHMENT 3d

## MANNINGHAM PLANNING SCHEME

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## INFRASTRUCTURE

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## Overview

## Public transport

Over reliance on car based transport is an environmental and social concern. The municipality is currently serviced by a single mode of public transport (bus). There are opportunities to improve this through increasing the frequency of bus services and extending the hours of operation. In addition, there are opportunities to extend tramlines into the municipality. There is a need to encourage the use of existing public transport, which may include Park and Ride facilities. The State Government has a policy of achieving 20% of all travel being by public transport by 2020 (DOI 2004).

Refer to Infrastructure Framework Plan 6 for key infrastructure features and opportunities.

## Movement network

There is a hierarchy of roads in the municipality including declared arterial roads, Council arterial roads, collector roads and local streets. There are deficiencies with the standards of some of the declared arterial roads and Council arterial roads, which need to be upgraded.

Doncaster Road is the main east-west arterial road and a major bus route in the municipality. Council will promote initiatives that improve the public transport function of Doncaster Road and seek to improve pedestrian amenity, visual character and its local identity by changing its appearance to a tree boulevard.

There are a number of major existing on-road and off-road routes throughout the municipality, which make up the existing Manningham bicycle network and are used by commuter and recreational cyclists. There is also a network of linear parks which provide additional recreational opportunities including walking and horse trails.

Council will continue to identify and upgrade the existing road, bicycle and pedestrian networks throughout the municipality. This will take into account social, economic and environmental values whilst recognising safety, traffic needs, improved access and mobility.

## Services

Council is responsible for providing drainage for the local street network and local catchment areas. Council encourages developments to design and upgrade drainage infrastructure to reduce the occurrence of inundation and flooding, improve safety and enhance the amenity of the municipality. An integrated approach is sought to the management of stormwater and the progressive upgrading of stormwater and drainage infrastructure assets. Council will investigate the introduction of drainage contributions focussing on areas around activity centres, and will continue to identify land which has drainage and flood constraints.

The protection and enhancement of Manningham's waterways and catchments is a key issue. Manningham lacks reticulated sewerage systems in its low-density residential and green wedge areas, which has a significant impact on these waterways. Council will continue to encourage the provision of reticulated sewerage to unserved areas and/or innovative solutions to reuse wastewater.

Council requires the undergrounding of services to all new development and subdivisions. With regard to the provision of new powerlines, only those powerlines of up to 66kV will be required to be located underground. The undergrounding of existing powerlines is also

**MANNINGHAM PLANNING SCHEME**

encouraged particularly for historic and environmentally sensitive areas, where the opportunity arises.

**Telecommunications and satellite dishes**

Telecommunication facilities and satellite dishes often have visual and environmental impacts, including issues relating to amenity, visual intrusion on the streetscape or landscape and a lack of compatibility with surrounding land uses.

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**Public transport**

**Key issues**

- Lack of public transport services in some areas.
- Infrequency and limited hours of public transport services.
- The need to provide alternative public transport options.
- Connectivity between modes of transport.
- The need to encourage greater use of an improved public transport network.

**Objectives**

- To increase the usage of public transport.
- To improve the existing bus network with regard to frequency, connectivity and accessibility.
- To improve bus infrastructure including upgrading bus stops and interchanges.
- To encourage the provision of a second form of public transport (tramline).

**Strategies**

Strategies to achieve these objectives include:

- Facilitate the location and development of transport hubs at or adjoining activity centres.
- Facilitate the provision of bus shelters at high use public transport sites.
- Encourage creation of 'park and ride' and 'bike and ride' facilities and public transport linkages.

**Implementation**

These strategies will be implemented by:

**Zones and overlays**

**Policy and exercise of discretion**

- Implementing the *Manningham Integrated Transport Strategy* (2003).
- Implementing the *Manningham Bicycle Strategy* (2001).

**MUNICIPAL PLANNING SCHEME****Further strategic work**

- Reviewing the *Manningham Bicycle Strategy* (2001).

**Other actions**

- Continuing to advocate for improved public transport services and facilities within the municipality.
- Investigate appropriate locations for new 'park and ride' and 'bike and ride' facilities.

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**Roads****Key issues**

- The continued upgrade of the road, bicycle and pedestrian networks.
- Balancing the environmental values of roadside vegetation with safety needs.
- The need to improve the streetscape and amenity along Doncaster Road and other main roads.

**Objectives**

- To ensure that road construction standards and new vehicle crossings achieve a balance between the role of providing safe and efficient passage of vehicles, bicycles and pedestrians while taking into account the natural and cultural heritage values of roadsides and the area's character.
- To maximise opportunities along Doncaster Road and other main roads to facilitate pedestrian and cyclist activity and provide higher levels of user amenity.
- To ensure that a comprehensive network of paths is available which facilitates safe and accessible bicycle and pedestrian movement.

**Strategies**

Strategies to achieve these objectives include:

- Require that design and construction standards cater for safe, efficient and effective vehicle movement and servicing needs.
- Require that design and construction standards protect remnant vegetation using techniques such as site assessment prior to any roadworks, the development of action/management plans to ensure protection of indigenous vegetation and the use of suitable indigenous plant species.
- Promote cycling and walking opportunities by providing safe bicycle routes and expanding the bicycle network, and providing pedestrian trails to improve accessibility to local and regional commercial, community and recreational facilities.
- Provide opportunities to enhance the amenity of Doncaster Road and other main roads.

**Implementation**

These strategies will be implemented by:

MUNICIPAL PLANNING SCHEME

**Zones and overlays**

- Applying the Road Zone 1 for Category 1 roads.
- Applying the Road Zone 2 for Category 2 roads.

**Policy and exercise of discretion**

- Implementing the *Public Open Space Strategy* (2004).
- Implementing the *Roadside Environmental Management Strategy* (2004).
- Implementing the *Manningham Bicycle Strategy* (2001).
- Implementing the *Manningham Integrated Transport Strategy* (2003).
- Implementing the *Doncaster Hill Pedestrian and Cycle Plan* (2005).
- Implementing the *Doncaster Hill Developer Contribution Plan* (2004).

**Further strategic work**

- Reviewing the Design and Development Overlay for Doncaster Road (DDO1).
- Reviewing the *Manningham Bicycle Strategy* (2001).

**Other actions**

- Consider recommendations from the North East Integrated Transport Study.
- Implementing the *Arterial Roads Improvement Strategy* (2004).
- Implementing the *Road Safety Strategy* (2005).

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**Services**

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**Key issues**

- The introduction of water capture, reuse and recycling within developments.
- The existence of unsewered land.
- Low and/or declining water quality.
- Drainage capacity and the need to prevent loss of life and damage to property.
- Visual impact of services.
- Unsuitability of land (lot size, soil type, etc) to absorb wastewater.

**Objectives**

- To encourage connection to sewer where available and within reasonable proximity.
- To integrate the capture and re-use of water within developments.
- To ensure that drainage infrastructure is designed and upgraded to provide a safe, and efficient system.

#### MANNINGHAM PLANNING SCHEME

- To ensure that the use and development of land maintains the flood flow characteristics of the Yarra River and its tributaries.
- To encourage the use of recycled water.
- To ensure that appropriate management practice is applied to the urban stormwater system.
- To ensure the undergrounding of services to all new development and subdivisions.
- To ensure that all new development and subdivision connect to mains water.
- To ensure that all new development and subdivision can treat and retain wastewater on site.

#### Strategies

Strategies to achieve these objectives include:

- Regularly monitor reports on water quality in natural waterways in Manningham.
- Regularly monitoring and reviewing stormwater quality.
- Regulate the off-site flow of water by installing and maintaining on-site detention systems and consider inclusion of a capture and reuse function within these systems.
- Ensure that the use and development of land does not affect the role of land as an active floodway.
- Promote best practice stormwater management and reuse techniques.
- Require subdivision applications to include a designated effluent disposal envelope on each lot where appropriate.
- Require applications for development and subdivision to include the results of land capability assessments where appropriate, which demonstrate that the proposal is capable of treating and containing wastewater on site.
- Encourage applicants to create natural biological filtration systems in areas of high sediment and/or nutrient run-off, including roadside developments and subdivisions.
- Require development proposals that increase water runoff from a site, to detain stormwater on site or conduct or assist with other works which are necessary to maintain or increase drainage capacity, where appropriate.
- Maintain the flood flow characteristic of the Yarra River and its tributaries.
- Require all new development, including subdivision to provide underground services.
- Require all new development, including subdivision to be connected to mains water.

#### Implementation

These strategies will be implemented by:

#### Zones and overlays

- Applying the Urban Floodway Zone.
- Applying the Special Building Overlay.
- Applying the Land Subject to Inundation Overlay.

#### Policy and exercise of discretion



MANNINGHAM PLANNING SCHEME

**Further strategic work**

- Investigating introduction of a Developer Contributions Plan for the upgrade of drainage infrastructure.
- Identifying land with drainage and flood constraints in the planning scheme.
- Developing Ecologically Sustainable Development Guidelines for the municipality.
- Investigating the appropriateness of a Local Planning Policy to guide ecologically sustainable development, for the municipality.

**Other actions**

- Continuing to liaise with Melbourne Water to co-operatively manage the stormwater and natural creek systems in the municipality.
- Continuing to monitor and review the operation of septic tank systems.
- Continuing to lobby Yarra Valley Water with regard to the sewer backlog program and the use of local alternative treatment technologies.
- Promoting the use of new technology in the treatment of wastewater for re-use.
- Implementing the *Manningham Drainage Strategy 2004-2014* (2004).
- Implementing the *Manningham Stormwater Management Plan* (2001).
- Implementing the *Domestic Wastewater Management Plan* (2002).
- Implementing *Manningham's Water15 – Sustainable Water Management Plan* (2005).
- *Implementing Manningham Flood Management Plan for Manningham Council and Melbourne Water (2011)*

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**Telecommunications and satellite dishes**

**Key issues**

- Visual and environmental impact of telecommunication facilities and satellite dishes.

**Objectives**

- To ensure that any future telecommunications facilities and satellite dishes are located to minimise impacts on the environmental values of land.
- To ensure that any future telecommunications facilities and satellite dishes are sited to minimise visual impacts on adjoining and nearby land.
- To ensure that telecommunication cables are situated underground.

**Strategies**

Strategies to achieve these objectives include:

- Encourage telecommunications infrastructure and satellite dishes, and arrangements for associated vehicle access and maintenance, in locations, which minimise environmental and visual impacts.
- Encourage the sharing of existing infrastructure for telecommunication facilities including the use of existing infrastructure such as roof-top locations or integrated with existing buildings.

**MANNINGHAM PLANNING SCHEMES**

- Require the application of low maintenance, non-reflective finishes and appropriate colour schemes to ensure telecommunication facilities and satellite dishes blend in with the surrounds.
- Require the undergrounding of new telecommunication cables.
- Require underground conduits to be installed with sufficient capacity to enable sharing of the conduit by other telecommunication carriers.

**Implementation**

These strategies will be implemented by:

**Zones and overlays**

**Policy and exercise of discretion**

**Further strategic work**

**Other actions**

- Preparing and continually updating a map showing existing telecommunication facilities to assist in the consideration of opportunities for co-location.
- Encouraging the design and location of low impact facilities to minimise visual impact.

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**Reference documents**

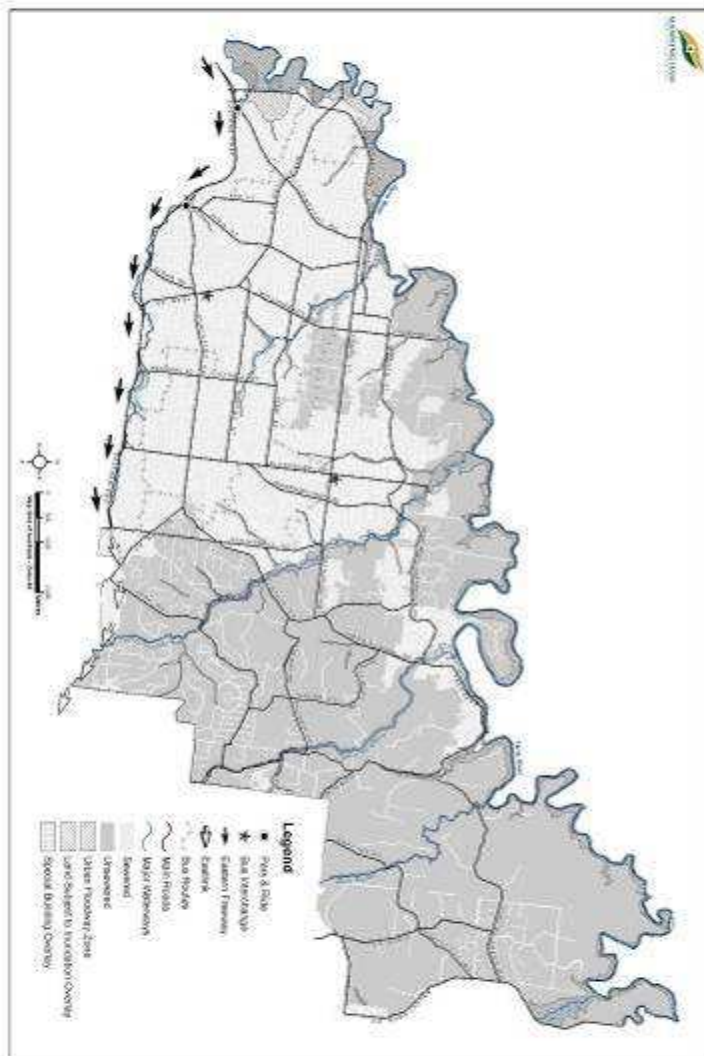
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MANNINGHAM PLANNING SCHEME

INFRASTRUCTURE FRAMEWORK PLAN 6



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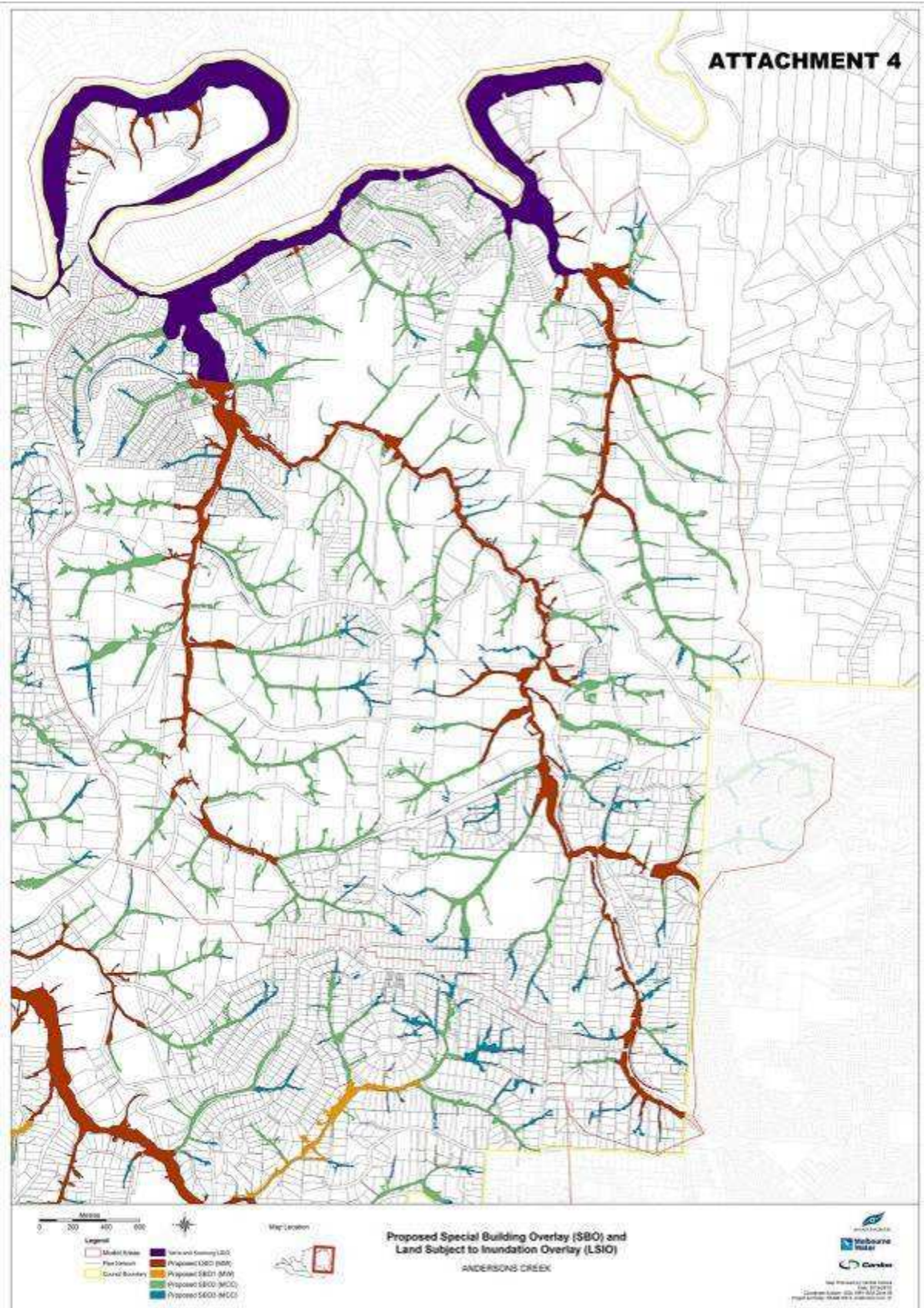
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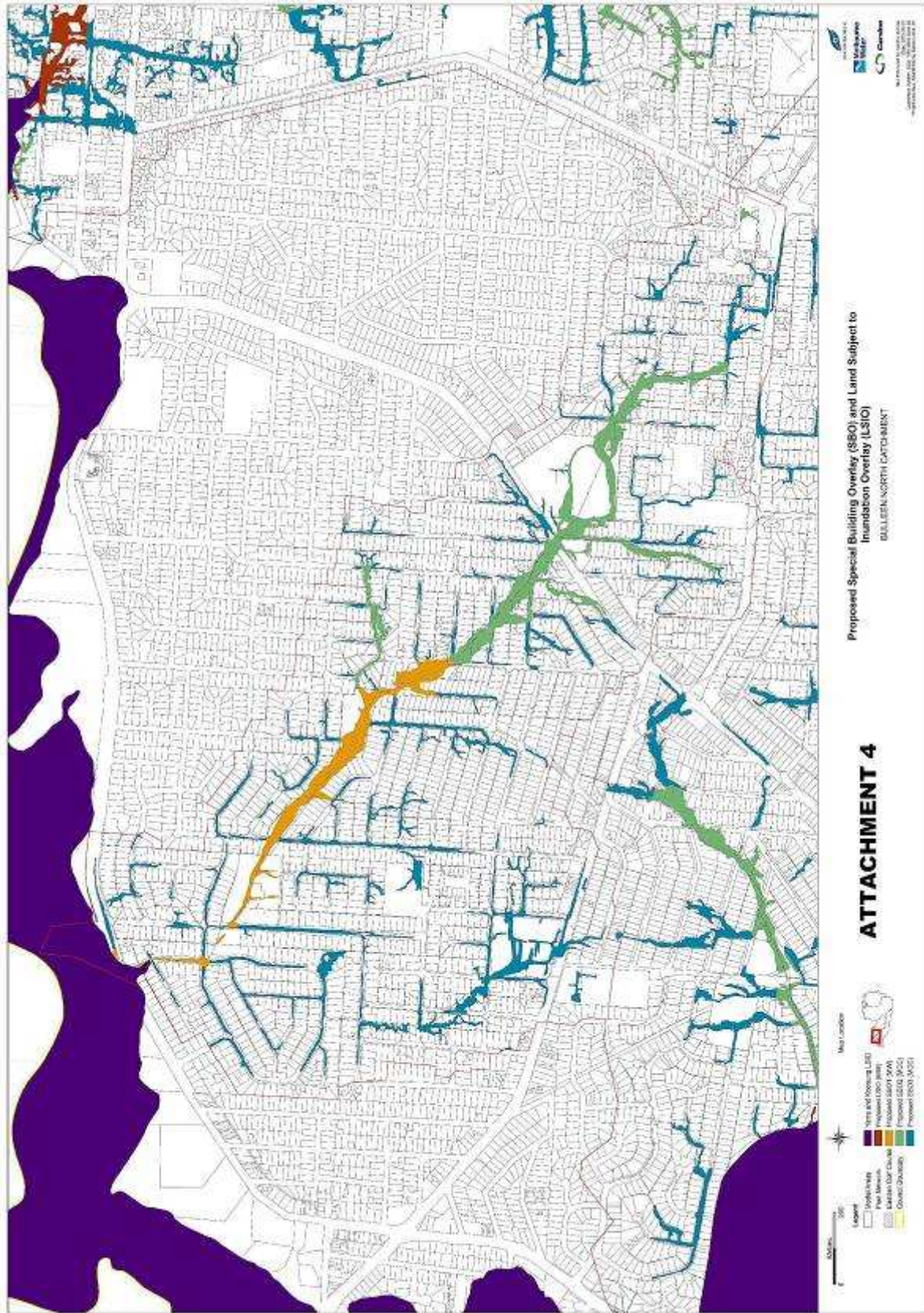
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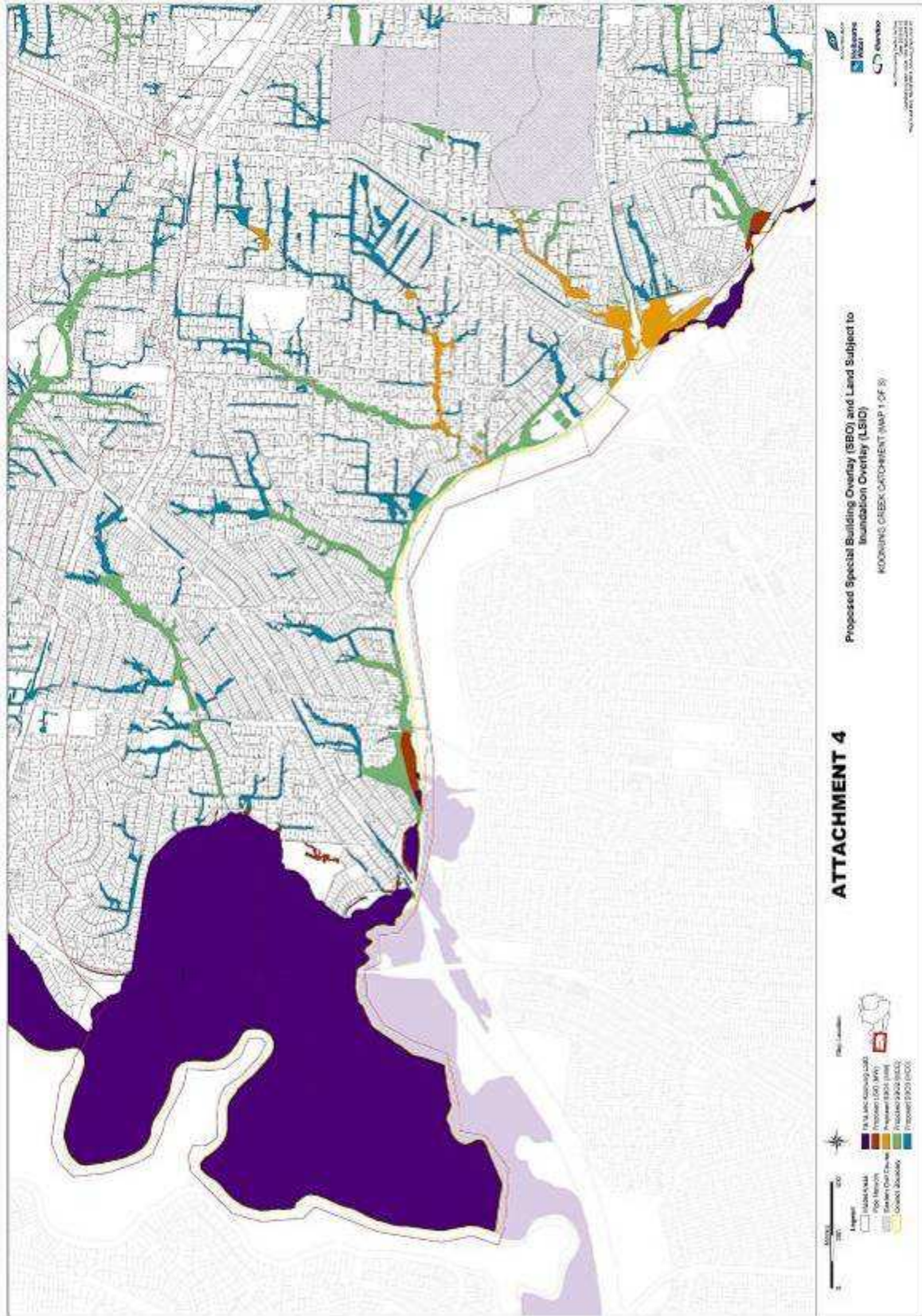
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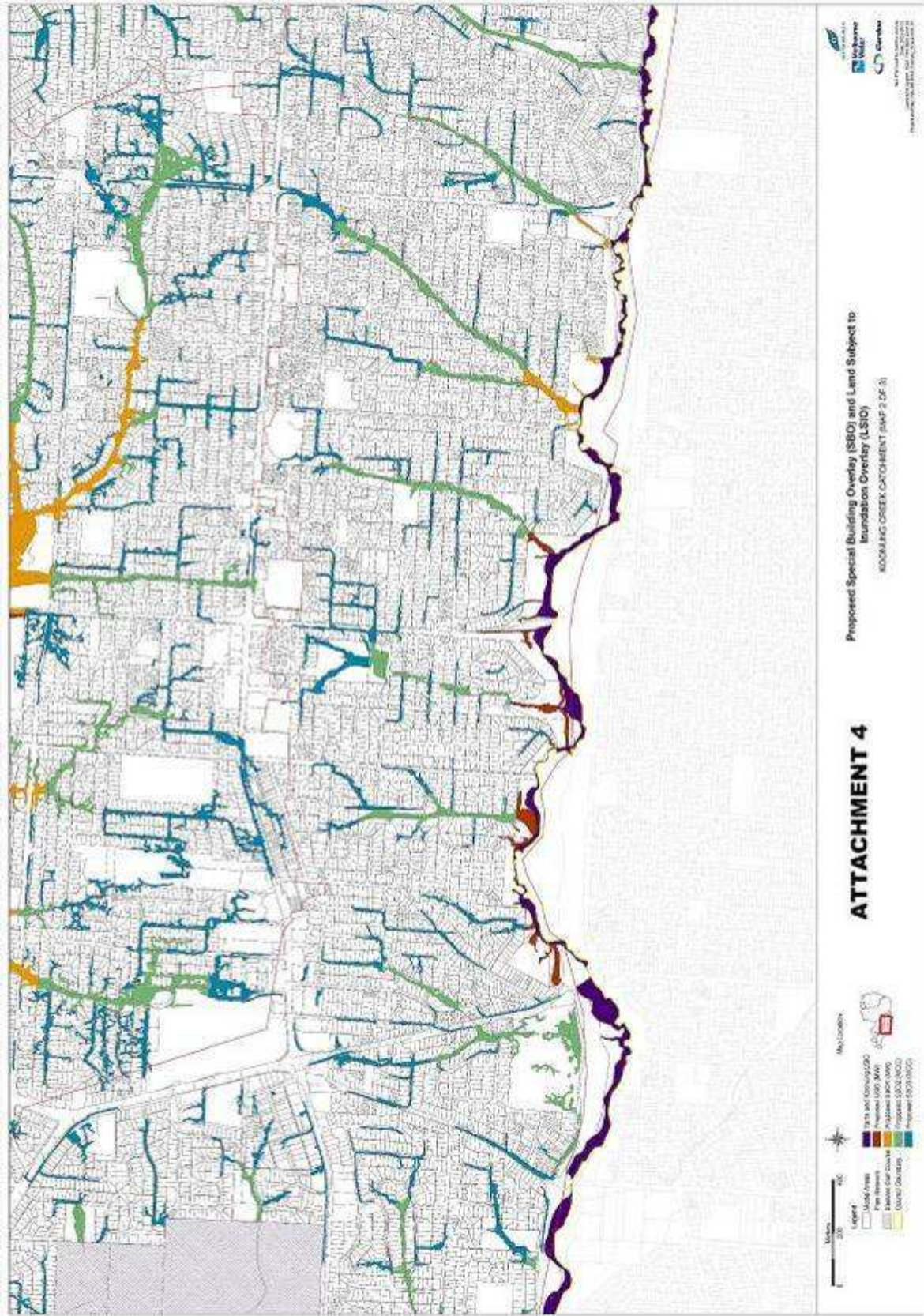
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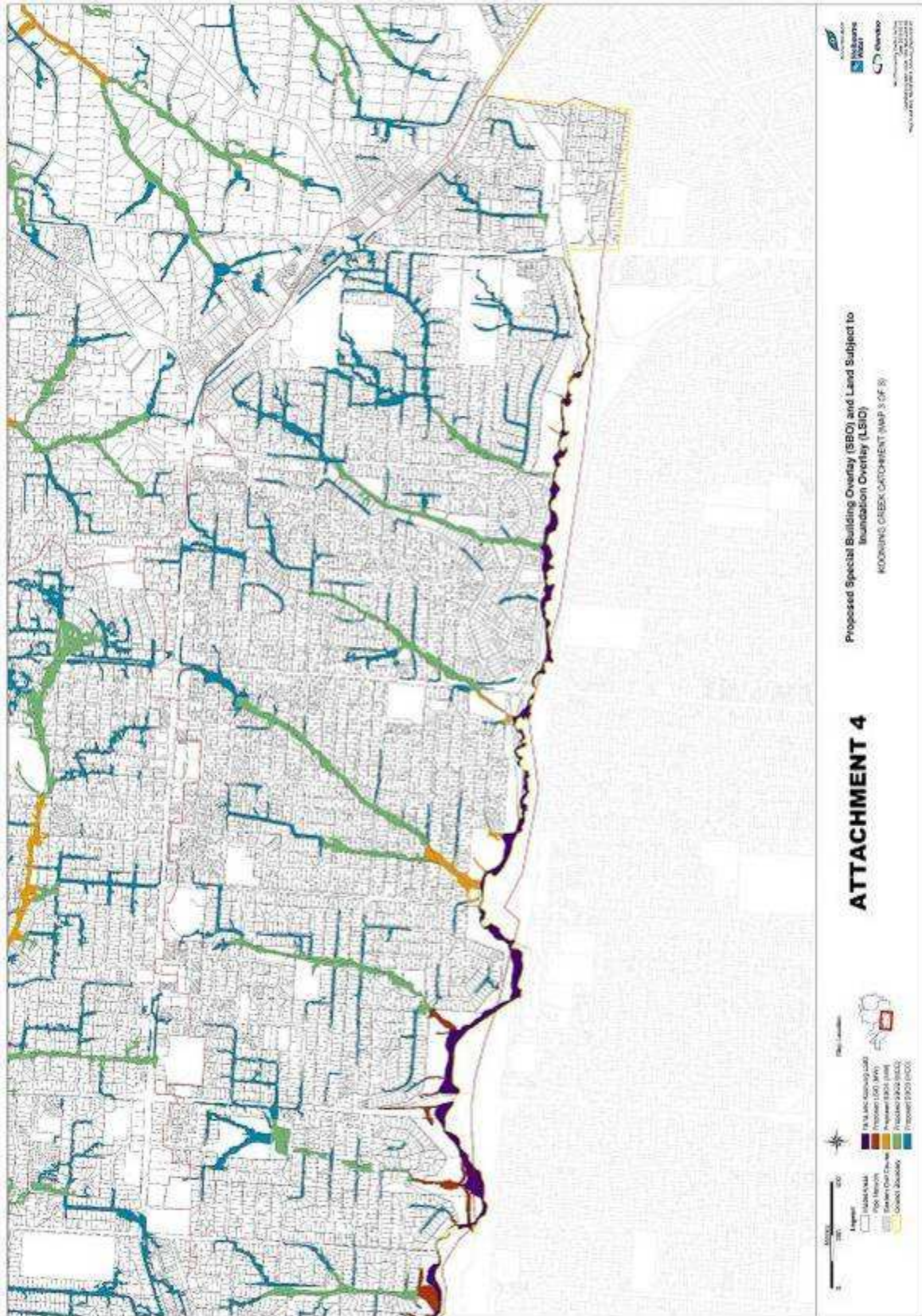


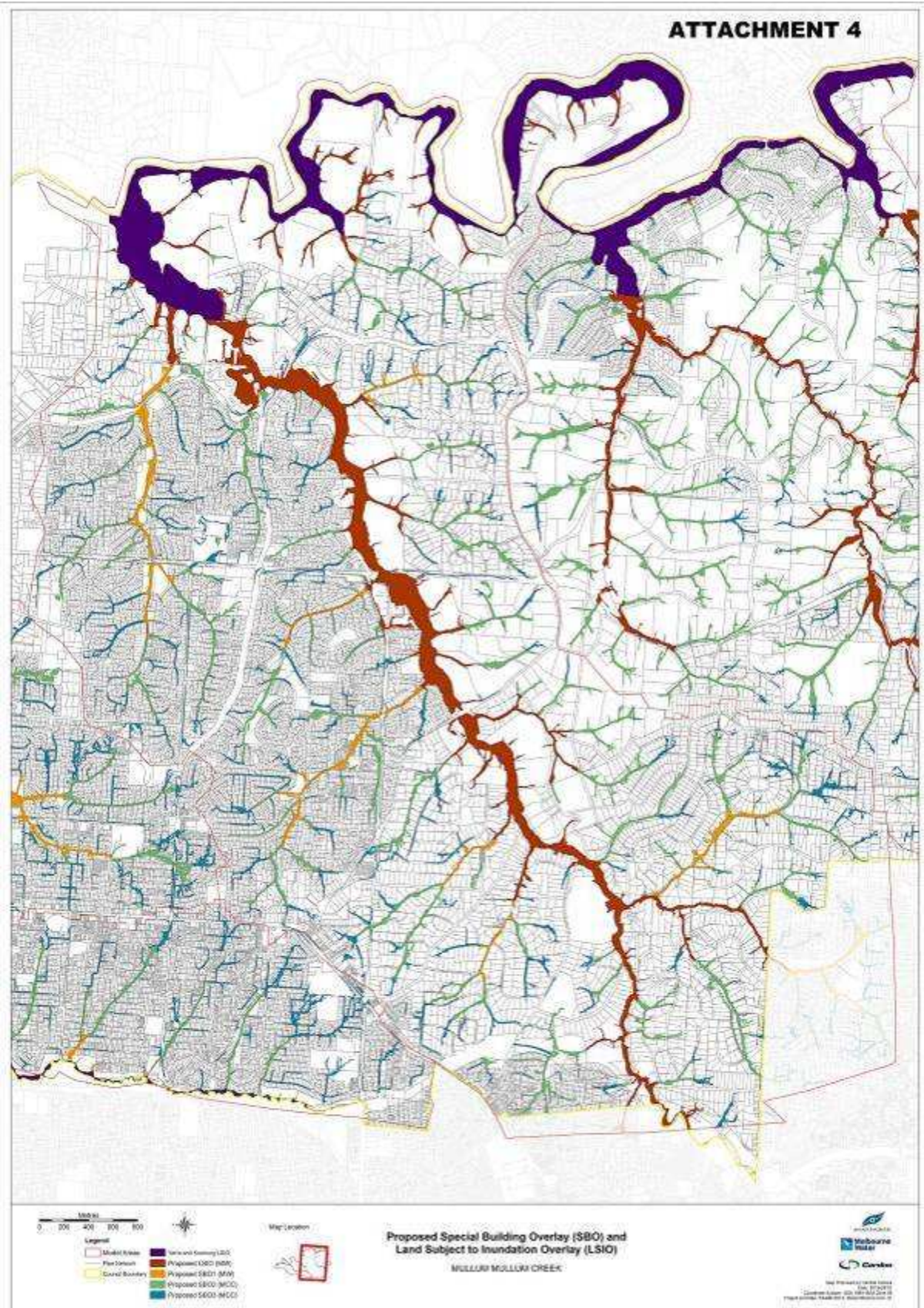


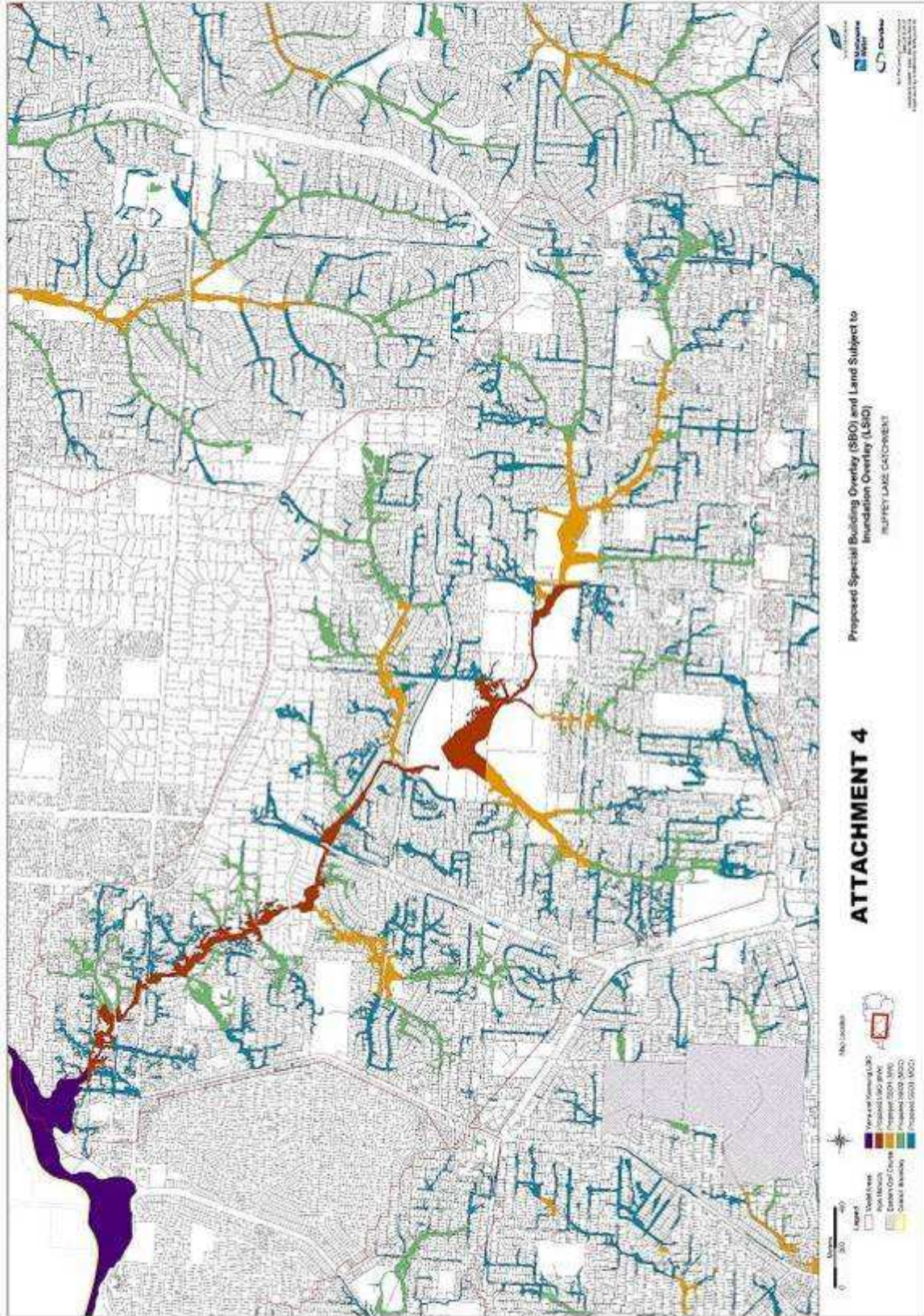












Proposed Special Building Overlay (SBO) and Land Subject to Inundation Overlay (LSIO)  
RIPPLET LAKE CATCHMENT

**ATTACHMENT 4**

## 9.2 Donvale Reserve - Response to Petition Opposing Barbecue and Picnic Facilities

Responsible Director: Director Planning & Environment

File No. 0

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

### SUMMARY

*This report considers a petition received from residents adjoining Donvale Reserve who oppose the placing of barbecue and picnic facilities within 35 metres of abutting residences and any enlargement of the playground facility.*

*The proposed barbecue and picnic area is an action from the Donvale Reserve Management Plan 2013 and is due to be installed in 2017/18. Opposition from some adjoining residents to a playground and a picnic and barbecue facility dates back to 1999 but 54 other local residents have requested such facilities, again through consultation for the 2013 Management Plan. No reasons are specified in the petition to explain the opposition.*

*The Donvale Reserve Management Plan 2013 identifies that Donvale Reserve is appropriate for such facilities and that there are a lack of existing facilities in the area. Picnic, barbecue facilities and a playground that offers a wide variety of play opportunities will promote social cohesion and connectedness. For Donvale Reserve in particular, the provision of these informal recreation opportunities will complement the existing toilets, off street parking, proximity to public transport, basketball courts and sports grounds.*

*Donvale Reserve is located in a built up area surrounded by residents on many streets. There is no other suitable site within Donvale Reserve for a picnic and barbecue area that will adequately serve the community and playground. Playgrounds within a one kilometre radius are either small or cater for younger ages. Part of Action 3.6 of the Management Plan is to consult further with local residents regarding the barbecue area and this will be undertaken close to the time of installation in 2017. A larger playground providing a variety of play opportunities is endorsed on two levels. The playground has been identified in the Open Space Strategy as a large playground and the Reserve is classified as a District reserve which should consider the provision of barbecues, picnic tables and 3-4 feature play elements to cater for those who travel further for a longer visitation. Therefore no changes have been made to the playground recommendation which include an upgrade with a wider variety of play opportunities and consideration of exercise equipment.*

*This report recommends that no change be made to the Donvale Reserve Management Plan in relation to the installation of a playground and picnic and barbecue facility but that a litter bin will be considered in detailed design to alleviate any concerns of extra rubbish.*

## 1 BACKGROUND

- 1.1 Prior to the 1999 Donvale Reserve Management Plan, the playground was located in the area near Glika and Martha Streets. A recommendation from the 1999 plan was to replace the outdated play equipment and relocate the playground in the vicinity of Underwood Drive near the public toilets. This also included plans to include a picnic and barbecue area. There was opposition from adjoining residents to both the playground and barbecue being installed. Their concern was that the area would attract people loitering behind their properties potentially contributing to an existing problem. In response to residents' concerns, the barbecue was not installed as Donvale Reserve was already busy with the weekend sporting activities and it was considered that there would be no car parking provision for people driving to the Reserve for a barbecue. Residents were informed that while a new playground would be installed, a barbecue would not be installed as part of the 1999 Donvale Reserve Management Plan.
- 1.2 Fourteen years on from the 1999 Management Plan, local residents again requested barbecue and picnic facilities through the community consultation process for the 2013 Management Plan. Of the 166 respondents to the *Our Community's Voice* survey, 54 supported a barbecue and picnic area and 56 supported a playground development. In the same survey, 112 and 111 respondents respectively, did not include these items as development priorities. Later in the consultation process during the public exhibition period, there were two submissions opposing the barbecue and picnic area.
- 1.3 The Donvale Reserve Management Plan was endorsed in October 2013 and included the following actions.
- 1.3.1 Upgrade the playspace (when required) to include a wider variety of play opportunities including traditional and natural play elements, landscaping and natural shade. As well, consideration be given to fitness equipment.
- 1.3.2 Install a barbecue and picnic area near the playspace and basketball/netball courts following further consultation with residents.
- 1.4 There are 19 reserves in Manningham that have a barbecue area, none of which are located close to Donvale Reserve. The closest reserves are:
- Zerbes Reserve, Doncaster East located three kilometres;
  - Mullum Mullum Reserve, Donvale located 3.5 kilometres; and
  - Ruffey Lake Park, Doncaster located 4.5 kilometres.
- 1.5 While the existing playground at Donvale Reserve is small to medium in size, the *Open Space Strategy 2014* identifies that the playground should be large as it serves the local residents, visitors to the sports grounds and families of the onsite Montessori Pre-school. The existing playground was installed in 2001. It is estimated the playground will require replacement in approximately three years, which is consistent with its priority 3 in Action 3.5 in the Management Plan.

## 2 PROPOSAL/ISSUE

- 2.1 A petition with 85 signatures representing 41 households has been received from residents from Underwood Drive, Epsom Court, Roy Street, Martha Street and Joy Street whose properties adjoin the Donvale Reserve (refer



Attachment 1 and Attachment 2). The petition opposes the placing of barbecue and picnic facilities within 35 metres of abutting residences and any enlargement of the playground facility.

- 2.2 There is a concern from the resident who initiated the petition that opposition cricket teams, football players and spectators will use the barbecue area during and after the game leaving rubbish and creating noise. There is no reason to believe this will be the case. The sports clubs use their own barbecues and operate kitchens from their sports pavilion. Opposition teams and spectators support the home team's kitchen, canteen and barbecue facilities which are always at the sports pavilion.
- 2.3 It is not achievable to site the barbecue area at a minimum of 35 metres from abutting residents whilst catering for the local community. Twenty (20) metres distance is more realistic. Refer Attachment 3.
- 2.4 There have been no recent complaints issued through Local Laws in the vicinity of the playground at Donvale Reserve. No complaints relating to litter, loitering, drinking, noise or dogs have been logged.

### **3 PRIORITY/TIMING**

- 3.1 Upgrading the playspace (Action 3.5 of the Donvale Reserve Management Plan) is listed as Priority 3. It is estimated the playground will require replacement approximately 2017/18.
- 3.2 Installation of the barbecue area (Action 3.6 of the Donvale Reserve Management Plan) is listed as Priority 3 due for implementation in 2017/18.

### **4 POLICY/PRECEDENT IMPLICATIONS**

- 4.1 There are increases in residential density in the area and the 2011 ABS Census states 17.4% of Manningham population live in semi detached houses, units and apartments; a 1.9% increase from 2006. An increasing proportion of the population do not have access to private open space and this impact increases demand on open space provision.
- 4.2 In the catchment hierarchy of public open space in Manningham, Donvale Reserve is classified as District which caters for population located within a 1-3 kilometre radius. District reserves are valued and visited primarily by Manningham residents, serve one or more suburbs and attract visitation beyond walking distance, provide facilities of a broader scale than those with a local focus (*Open Space Strategy 2014*).
- 4.3 Guidelines for playspace provision in the *Open Space Strategy 2104* recommend that a playspace should be within a 400 metre walking distance of residents living in General Residential Zone 1. While there are no gaps in the provision for play, other playspaces within a one kilometre radius are all small:
  - St Clem's Reserve – small;
  - Argyle Reserve – small;
  - Kevin Reserve – small;
  - Astelot Reserve – small;
  - Aranga Reserve – small; and

- Darvall Playspace, Koonung Creek Linear Park – small.
- 4.4 Council's *Urban & Park Guidelines* give a general approach as to the level of amenities that should be provided in reserves and specifically, playspaces. In a District Reserve, where people tend to stay longer and are likely to have travelled further than a local park, the inclusion of barbecues (which may include a shelter), bins and two picnic tables are considered a standard approach. All age groups, including options for all abilities, are recommended to be catered for with play equipment, with a minimum of 3-4 feature elements, including a sculptural element and some planting.
- 4.5 Most barbecues in reserves are sited with a buffer from residences which may include a road or sports infrastructure. However, some barbecues and picnic shelters are sited close to residential boundaries. These include;
- The Parkway barbecue area, Templestowe: 22 metres from residents;
  - Harold Reserve playground and picnic shelter, Bulleen: 15 metres from residents;
  - Carawatha Reserve playground and barbecue area, Doncaster: 18 metres from residents;
  - Hollywood Playspace playground and picnic shelter, Templestowe: 16 & 24 metres from residents; and

## 5 CUSTOMER/COMMUNITY IMPACT

- 5.1 Extensive consultation was conducted as part of the Management Plan process. Fifty four (54) residents indicated through the *Our Community's Voice* Survey that they would like to have barbecue and picnic facilities at the Reserve and 56 indicated interest in developing the playground.
- 5.2 There has been no correspondence or reasons given by the adjoining residents as to why they are opposed to the extension of the playground.
- 5.3 Two residents noted concerns through the management plan consultation process that there will be litter and noise associated with the barbecue area. Litter in parks is an issue all over Melbourne and a barbecue area is likely to result in more litter than desired. Installing a litter bin is an appropriate consideration for this proposal. While there is no reason to believe a barbecue area will create noise issues, planting is proposed in this vicinity as an action of the Donvale Reserve Management Plan. Additional vegetation can provide a buffer between residents and park users.
- 5.4 In order to cater for the local community the barbecue area needs to be located in close proximity to community facilities such as the playground, basketball courts and toilets.

## 6 FINANCIAL RESOURCE IMPLICATIONS

- 6.1 \$15,750 has been allowed in the ten year capital works budget to implement the barbecue and picnic area in 2017/18.
- 6.2 When the playspace is due for an upgrade, financial resources will be allocated from the Neighbourhood Park capital works program.

**7 CONSULTATION**

- 7.1 Extensive consultation has been undertaken with local residents as part of the development of the Donvale Reserve Management Plan. While 54 residents from the local residents requested barbecue and picnic facilities, 41 households adjoining the Reserve have since opposed the siting of a barbecue area within 35 metres of a residential boundary.
- 7.2 The Management Plan stipulates further consultation is to be undertaken with residents regarding the siting of the barbecue area. This will be undertaken when the action is due for completion in 2017/18.

**8 COMMUNICATIONS STRATEGY**

- 8.1 The lead signatory to the petition will be informed of Council's decision.

**9 CONCLUSION**

- 9.1 The siting of a barbecue area at Donvale Reserve has been in contention with adjoining residents for sixteen years (since the 1999 Donvale Reserve Management Plan). The residents were reticent about having a playground installed close to their houses but in the past sixteen years, there have been no registered issues or complaints relating to it.
- 9.2 Barbecue and picnic areas are consistently requested by residents in the municipality through various consultation processes and while many reserves are unsuitable for the inclusion of such a facility, its inclusion at Donvale Reserve is justified. It is anticipated that while a barbecue area will not be heavily used, it will be a valuable asset for those who do not have the private space to meet friends, neighbours or family for a barbecue.
- 9.3 Donvale Reserve is a sporting and community facility that plays an important role in the provision of formal and informal recreation opportunities for the wider community. Currently approximately 90% of the Reserve is allocated for structured and organised sport and it is appropriate that further opportunities for informal activities such as an upgraded playground and barbecue and picnic area are incorporated into the reserve to balance the activities available for the community.

**OFFICER'S RECOMMENDATION****That Council**

- (A) Notes the opposition by signatories to the petition of the installation of barbecue and picnic facilities within 35 metres of abutting residential fences and any enlargement to the playground facilities**
- (B) Informs the lead signatory of the petition that Council confirms its support for actions 3.5 and 3.6 of the Donvale Reserve Management Plan which relate to the issues raised**
- (C) Notes that there will be consultation with residents on detailed design which will commence in 2017**
- (D) Notes that a litter bin will be considered at the detailed design stage**

**MOVED:                 DOWNIE**  
**SECONDED:           GALBALLY**

**That the Recommendation be adopted.**

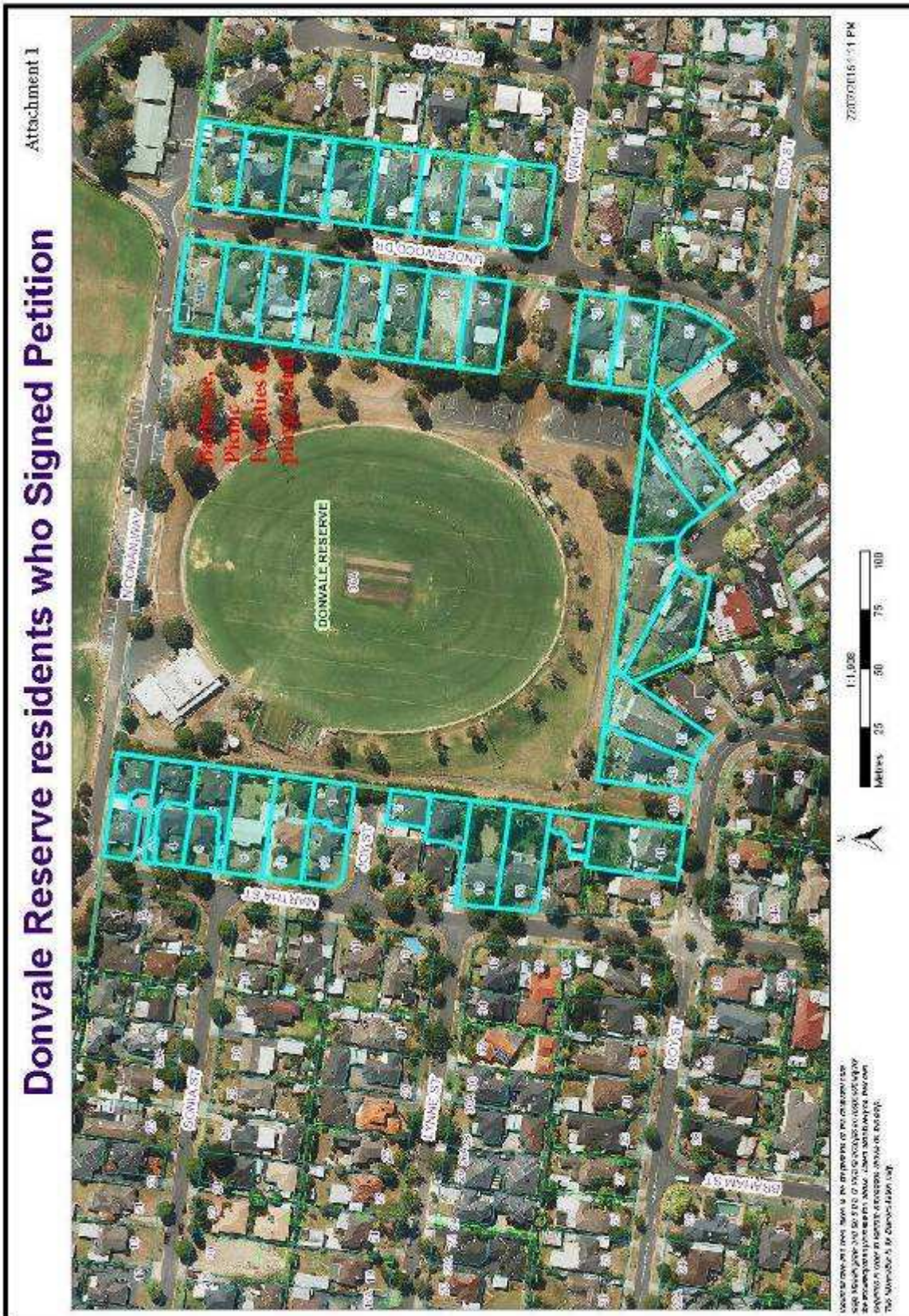
**CARRIED**

“Refer Attachments”

Attachment 1 Aerial showing properties owned/occupied by petitioners

Attachment 2 Petition – objection to installing barbecue area and extending playground

\* \* \* \* \*





Attachment 2

(85 signed)

5 Underwood Drive,  
Donvale 3111  
2-7-2014

To: The General Manager,  
Manningham Parks and Gardens Division

Re- Donvale Reserve Management Plan October 2013

Please find enclosed a petition signed by 85 residents opposing the placing of barbecue and picnic facilities anywhere near abutting residences.

This petition is 100% unanimous, with occupants from Underwood Drive, Epsom Court, Roy Street, Martha Street and Joy Street whose properties abut the reserve, all voicing their opposition to any of these facilities near a residential property.

We refer you to the 2002 management plan when council withdrew the idea after some meetings and residents' unrest. Copies of that correspondence were handed to Julie Wilson in September 2013.

We do hope that common sense can prevail so that these facilities can be accommodated in the reserve well away from residences.

On another point, we are all united in our opposition to any night football games that may be proposed in the future.

Yours Faithfully,



Ross Plunkett



Donvale Reserve Management Plan October 2013

The Management Plan provides for an extensive upgrading of many of the Park's facilities, and by and large as residents, we have no opposition to the improvements.

However, one aspect of the plan is of the utmost concern to nearby residents and that is the installation of barbecue and picnic facilities too close to abutting properties.

This petition is designed to give clear indication to Manningham Councillors and staff of our opposition to any barbecue and picnic facilities within 35 metres of abutting residential fences, and any enlargement to the playground facility.

We refer you to the agreement struck with residents in 2002 that this would not occur.

<u>NAME</u>	<u>ADDRESS</u>	<u>SIGNATURE</u>
Ross Plunkett		[Signature]
Kay Plunkett		[Signature]
NEVILLE MCKENZIE		[Signature]
MARGARET MCKENZIE		[Signature]
Wilma Nelson		[Signature]
Cameron Nelson		[Signature]
Dean Moule		[Signature]
Karin Moule		[Signature]
Virginia Yeoman		[Signature]
Nahn Ireland		[Signature]
CRAIG YEOMAN		[Signature]
CAROL SHARPE		[Signature]
CHARLES GREENWOOD		[Signature]
KEVIN GREENWOOD		[Signature]
Stephanie Greenwood		[Signature]
Tim Greenwood		[Signature]
Ken Sharpe		[Signature]
Greg Stramilos		[Signature]
Tina Stramilos		[Signature]
Nick Dallans		[Signature]
JOE VAITIERUNAS		[Signature]
KEN VAITIERUNAS		[Signature]

(22)



Donvale Reserve Management Plan October 2013

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<u>NAME</u>	<u>ADDRESS</u>	<u>SIGNATURE</u>
Arend Schloss		
Colleen Schloss		
Linda Wolfe		
DANIEL LOPEZ		
Rebeckah Sedgwick		
Richard Ong		
Vanessa Ong		
P. Hoang		
Reena Raghavan		
Simon HANG		
MATTHEW WEBB		
Candyn Webb		
Suzie Ellis		
Zyann Ellis		
Niketh Raghavan		
Rohan Raghavan		
Tung Cheng		
Ann Wetherall		
EMOND CHENG		

19

Donvale Reserve Management Plan October 2013

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<u>NAME</u>	<u>ADDRESS</u>	<u>SIGNATURE</u>
FRANCIS I ANDER		<i>F. I. Anderson</i>
Margaret LY Tan		<i>Margaret Tan</i>
Adam Robertson		<i>Adam Robertson</i>
Mavis Robertson		<i>Mavis Robertson</i>
Sheng Gabor		<i>Sheng Gabor</i>
Albert Gabor		<i>Albert Gabor</i>
Adam Gabor		<i>Adam Gabor</i>
Nanako Sepanawa		<i>N. Sepanawa</i>
Yasas Medagoda		<i>Y. Medagoda</i>
2010174 SEPARDUCH		<i>S. Sepanawa</i>
3E 212/ SEPARO		<i>S. Sepanawa</i>
Jayarathne Medagoda		<i>J. Medagoda</i>
Anula Medagoda		<i>A. Medagoda</i>
MARIA KEANE		<i>M. Keane</i>
Stere Keane		<i>S. Keane</i>
Natalie Lui		<i>N. Lui</i>
Andrew Payne		<i>A.P.</i>
Sandra Hughes		<i>Sandra Hughes</i>
Daniel Barrett		<i>Daniel Barrett</i>
Alex Polanko		<i>Alex Polanko</i>
Simantha Polanko		<i>Simantha Polanko</i>

(21)

Donvale Reserve Management Plan October 2013

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<u>NAME</u>	<u>ADDRESS</u>	<u>SIGNATURE</u>
Carmin Wright		
Jeremy Wright		
Jim Seymour		
SHIRLEY SIMONAI		
Nick Prassinos		
Danni Amore		
Joe Cavatorto		
Tony Leonard		
David Leonard		
Susy Leonard		
Norma Keegan		
MELANIE		
SIMONNA SACS		
JESSICA SIO		
Campbell Holland		
Joe Morabito		
JOANNE MORABITO		
LORNA ONI		
S.B. ONI		
Y.L. YEOW		
Julia YEOW		
LES GREENWOOD		
JUICE GREENWOOD		

(23) 4

Manningham City Council  
699 Doncaster Road, Doncaster Victoria 3108 PO Box 1, Doncaster Victoria 3108  
p 03 9840 9333 f 03 9846 3110 e [manningham@manningham.vic.gov.au](mailto:manningham@manningham.vic.gov.au)  
Enquiries to: Ms S Trani  
Telephone: 9840 9264  
ID No's: EF15/2440, EF15/14013, CI15/14443 & CO15/35558  
Request No: CFS 15423459



12 June, 2015

Mr Ross Plunkett  
5 Underwood Drive,  
Donvale VIC 3111

Dear Sir,

**Petition Letter – Donvale Reserve Management Plan October 2013 Object to the Installation of the Barbecue and Picnic Facilities is too close to Abutting Properties**

Your joint letter is acknowledged. The letter will be tabled at the next Meeting of Council, which will take place at the Civic Centre, 699 Doncaster Road, Doncaster on 23rd June 2015 at 7.00pm.

Attached, for your information, is a copy of the Council Policy ORG 1.12 in relation to the procedure for processing Petitions and Joint Letters.

A copy of your letter has been referred to the appropriate Director & Mayor, who will be in contact with you in the near future.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Sylvia Trani", with a horizontal line extending to the right.

Sylvia Trani  
Records Officer

Encl

## ORG 1.12 Petitions and Joint Letters

### Form of Petitions and Joint Letters

Petitions and joint letters are means of bringing a matter of concern before Council. A petition is a formal document which attempts to influence the decision-making or actions of the Council by making a request to Council to take note of a point raised within the document which has to be submitted in the form described below. It is a useful mechanism to demonstrate support FOR or AGAINST a particular issue. A joint letter is any correspondence which is signed by more than one person.

To be valid a petition or joint letter is to be in the following form:

1. A petition or joint letter is:
  - (i) to be in a legible and permanent form or writing, typing or printing;
  - (ii) not to be defamatory, indecent, abusive or objectionable in language or substance; and
  - (iii) not to relate to a matter beyond the powers of Council.
1. Every page of a petition or joint letter which people sign or agree to must have the wording of the whole of the petition or request (the "Prayer"). The preferred wording of the prayer is:
  - (iv) "We the undersigned formally request Council to . . . . ."
2. Any signature appearing on a page which does not bear the wording of the whole of the petition or request shall not be considered to be part of the petition or joint letter and shall be treated as invalid.
3. Every page of the petition or joint letter must be a single piece of paper and must not be pasted, stapled, pinned or otherwise attached to any other piece of paper other than another page of the petition.

### Replies

For the purpose of this policy petitions and joint letters -

1. means petitions and joint letters that conform with the requirements set out in the Council's Policy on the form of petitions and joint letters.
2. do not include petitions and joint letters constituting objections to planning permit applications.

### Processing

A petition or joint letter submitted to a Council meeting that relates to an item on the agenda for that Council meeting is to be treated in accordance with point 13 of this policy.

The procedure for processing petitions and joint letters will be as follows:

1. All petitions or joint letters whether received by mail or hand-delivered are to be forwarded to Records in the first instance.
2. Where the petition or joint letter is valid in terms of the definition above, Records is to forward a letter acknowledging receipt of the petition or joint letter to the co-ordinator of the submission when this is apparent or to the lead signatory, whichever is appropriate. This letter is to indicate the date the petition or joint letter will be submitted to Council and to be accompanied by a copy of this policy.

3. Where the petition or joint letter is invalid in terms of the definition above, Records is to send a letter acknowledging receipt of the purported petition or joint letter and advising that -
  - (i) the petition is invalid and the ground or grounds for this conclusion and enclose a copy of this policy; and
  - (ii) the purported petition or joint letter will be referred on an informal basis for the information of the Councillors and Chief Executive.
  - (iii) Any further action, if any, on an invalid petition or joint letter is entirely at the discretion of the Chief Executive.
4. A valid petition or joint letter is to be submitted to the next practicable meeting of the Council.
5. As soon as a petition or joint letter is acknowledged by Records, a copy or extract of the petition, a copy of the letter of acknowledgment and a copy of this policy is to be sent to the appropriate Director.
6. The Director is to present, within five working days of the date of receipt stamped on the petition or joint letter a response to the petition co-ordinator or lead signatory for signature by the Chief Executive. The letter is to explain how the matter is being processed.
7. The original petition or joint letter is to be held by Records for presentation to Council.
8. Once submitted to a meeting of the Council, the subject matter of the petition is to be listed on the list of outstanding Council reports.
9. Where a petitioner's request is to be accommodated within existing Council policy and/or resources, the responsible officer is to forward a letter to the co-ordinator or lead signatory of a joint letter or petition within ten working days indicating the action to be taken and the timelines for such action. Where the number of signatories is below 50 the reply is to include a sufficient number of copies of the letter to enable the co-ordinator or lead signatory to circulate copies to the co-signatories. If the number of signatories is 50 or more, 50 copies of the letter are to be provided with the advice that more will be provided on request.
10. Where a petitioner's request cannot be accommodated within existing policy and resources or when it is proposed not to accommodate the petitioner's request, a report is to be submitted to Council within three meetings of the date on which the petition was presented to Council recommending a course of action.
11. The author of the Council report is to forward a letter to the co-ordinator or lead signatory of a joint letter or petition setting out the Council's resolution within five working days of the Council meeting. Where the number of signatories is below 50 the reply is to include a sufficient number of copies of the letter to enable the co-ordinator or lead signatory to circulate copies to the co-signatories. If the number of signatories is 50 or more, 50 copies of the letter are to be provided with the advice that more will be provided on request.
12. Where a petition or joint letter presented to a meeting of the Council relates to an item of business on the Council agenda, the submission is to be considered by the Councillors as part of their deliberations on the matter. The author of the report to Council is to respond in the same manner as prescribed in the preceding paragraph of this policy.

13. This policy does not cover planning issues which shall be dealt with as formal submissions as part of the planning process.

<b>Responsible Officer:</b>	Director Quality & Corporate Services		
<b>Authority:</b>	Council	12/03/96	Item 21
	Executive Management Team	02/06/97	Item 18
	Executive Management Team	27/07/98	Item 27
	Executive Management Team	03/04/00	Item 16
<b>Reference:</b>	Nil		
<i>End of Section</i>			

### 9.3 Heritage Restoration Fund 2015/2016- Consideration of Applications and Policy Variations to the Heritage Restoration Fund 2016/2017

Responsible Director: Director Planning & Environment

File No. HRF T15/201

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

#### SUMMARY

*The purpose of this report is for Council to consider the recommendations of the Heritage Advisory Committee for allocation of funding through Council's Heritage Restoration Fund 2015/2016.*

*There are two types of funding available (refer Attachment 1). The Heritage Restoration Fund provides the owners of identified properties with the opportunity to apply for a small grant to assist with the maintenance and restoration of significant heritage buildings and other places of interest. The Heritage Restoration Fund (Trees and Gardens) is intended to assist owners of identified significant trees and gardens to undertake appropriate maintenance works or to obtain a suitable water supply to provide for the longevity of the identified tree(s) and/or garden.*

*Council allocated a total of \$35,000 to the Heritage Restoration Fund and Heritage Restoration Fund (Trees and Gardens) in its 2015/2016 budget. A total of twenty eight (28) applications have been received. Of these, sixteen (16) applications relate to building restoration works and a further twelve (12) applications relate to trees and gardens.*

*The Heritage Advisory Committee has considered and has made recommendations to Council in relation to these applications for funding. This report recommends that Council endorse allocation of funds as follows:*

- Heritage Restoration Fund: Thirteen (13) applications totalling \$ 30,201.87 (Attachment 2)*
- Heritage Restoration Fund (Trees and Gardens): Nine (9) applications totalling \$4,789.75 (Attachment 3)*

*The report also seeks approval for a minor amendment to the Heritage Restoration Fund 2016-2017 Policy and Guidelines in order to provide clarity as to the allocating of funds.*

#### 1 BACKGROUND

1.1 The Heritage Restoration Fund has now operated successfully for over twenty one years. One funding round is held each year. There are two types of funding available:

1.1.1 The Heritage Restoration Fund provides the owners of identified properties with the opportunity to apply for a small grant to assist



with the maintenance and restoration of significant heritage buildings and other places of interest.

- 1.1.2 The Heritage Restoration Fund (Trees and Gardens) is intended to assist owners of identified significant trees and gardens to undertake appropriate maintenance works or to obtain a suitable water supply to provide for the longevity of the identified tree(s) and/or garden.
- 1.2 The owners of all existing heritage places with a Heritage Overlay under the Manningham Planning Scheme and those properties listed in the Vegetation Protection Overlay Schedule 5 (VPO5) were individually notified of the funding round by mail, with advice that this year's funding round would close on 7 August 2015 (refer to Attachment 1). A copy of Council's newsletter 'Heritage Update' was also supplied to property owners (a total of 433 letters were mailed out).
- 1.3 A total of sixteen (16) applications have been received for the Heritage Restoration Fund 2015/2016 (building restoration works). Sixteen applications (16) were also received last year during 2014/2015. Twelve (12) applications have been received for the Heritage Restoration Fund (Trees and Gardens) for 2015/2016, compared to eleven (11) applications in the 2014/2015 financial year.
- 1.4 At its meeting on 12 August 2015, Council's Heritage Advisory Committee (HAC) considered the applications for funding and made recommendations in relation to each application. The Committee supported the allocation of funds to thirteen (13) of the Heritage Restoration Fund applications and nine (9) of the Heritage Restoration Fund (Trees and Gardens) applications.
- 1.5 The applications for funding not supported by the Heritage Advisory Committee are as follows:-
  - 36-48 Tills Drive, Warrandyte: This property is subject to Heritage Overlay 164 and the application sought funds for the repair of barn walls. The statement of significance for the property indicates that the property has regional significance for the use of unusual building technology and for its close association with E.P. Lewis (the largest pump manufacturers in the southern hemisphere). The elements of significance include the house and the outdoor pool. However, there is no reference to the significance of the barn. It is also relevant to note that funding was allocated for works on the property in the last year's round.

Consequently, the proposal was not considered to meet the assessment criteria for eligibility, particularly parts 4 (iv); and (xiii) of the *Heritage Restoration Fund 2015-2016 Policy and Guidelines (the Policy and Guidelines)*.
  - 21-25 Ben Nevis Grove, Bulleen: The property is within Heritage Overlay 13 and the application sought funds to strip and repair the existing wrought iron gate and antique post lamps. The statement of significance refers to the large detached double storey house. The citation notes that there have been some external renovations, including a new cast iron fence.

This proposal was not supported on the basis that the proposed fence is a reproduction Victorian fence and not part of the original fabric, thus not consistent with assessment criteria 4(iii) and (iv) of the *Policy and Guidelines (the Policy and Guidelines)*.

- 10 Amberley Court Bulleen: The property is the subject of Heritage Overlay 3. The application sought funds for the removal of old floor and damaged subfloor joist and bearers, propping of roof and replacement of flooring. The statement of significance notes the regional historical significance of the house as an early farm house associated with the settlement of Bullen district. The Heritage Advisory Committee considered the comments from the Heritage Advisor that the verandah's flooring does need repairs, however it is not a safety concern. The Committee also considered the fact that the application form noted that a potential new owner for the property would take over the works. This was a concern in terms of ability to demonstrate financial responsibility for the project. This is considered a failure to meet the *Policy and Guidelines (the Policy and Guidelines)* Assessment criteria particularly 4(viii).

1.6 Three (3) applications under the Trees and Gardens funding were not supported by the Committee as follows:-

- 243-245 Tindals Road Warrandyte: The property is subject to Heritage Overlay HO167 and the application sought funds for the trimming of the heritage hedge. The Statement of Significance notes the high cypress hedge. Funding was allocated last year for trimming of the hedge, and the Committee was of the opinion that trimming is not required annually but trimming every two years is satisfactory.
- 17 Timber Ridge Doncaster: This property is within Heritage Overlay HO 83 and part of the Winter Park Heritage Precinct, of significance as the first cluster title subdivision. The application sought funds for cleaning, rubbish removal, removal of old paving and re paving and landscape small courtyard. The garden is part of the heritage significance of the place. However, the proposed cleaning and rubbish removal were not considered within the scope of the Fund. The proposed removal of the original paved area required further information on the extent of original paving and damage. In addition, no quote for the works was submitted. The Application is not consistent with section 4 (ii) of the *Policy and Guidelines*.
- 207 Yarra Street Warrandyte: This application is within Heritage Overlay HO191 and in the Warrandyte Township Precinct. The application proposed cleaning up the garden area and revegetation. The nature of these works was considered outside the scope of the Fund as the garden works are of a general maintenance nature, and the proposed replanting does not relate to significant landscape elements in the statement of significance.

## 2 PROPOSAL/ISSUE

2.1 It is recommended that Council endorse the recommendations of the Heritage Advisory Committee in relation to the applications for funding from

the Heritage Restoration Fund 2015/2016 (refer to Attachment 2) and the Heritage Restoration Fund (Trees and Gardens) (refer to Attachment 3).

- 2.2 The proposed allocation of funds amounts to a total of \$34,991.62, made up of \$30,201.87 under the Heritage Restoration Fund and \$ 4,789.75 under the Heritage Restoration Fund (Trees and Gardens).
- 2.3 Council has previously agreed to share the cost of any applications for planning permits associated with the proposed works. The allocation towards the cost of a planning permit should be 50% of the cost of the application and is applied through a 50% reduction in the cost of the planning permit application fee.

#### **Amendment of Policy and Guidelines**

- 2.4 At its meeting on 12 August 2015, the Heritage Advisory Committee also considered the description of allocation in the Heritage Restoration Fund Policy and Guidelines, particularly in relation to the statement:

*Funding will generally be granted on a Dollar for Dollar basis up to \$1,000 in value (although larger grants may be approved). Property owners are expected to financially contribute (at least 50 per cent) towards the total cost of the project they are applying for.*

- 2.5 The Heritage Advisory Committee recommended that the Policy and Guidelines for the next funding round be revised to provide a clearer explanation of the funding allocation following with the addition of:

*The amount of funding allocated may be more than \$1,000 at the Council's discretion. However, Council can only allocate a maximum of 50% of the total cost of works.*

(Refer to the highlighted section on page 1 of Attachment 4 for the location of the proposed new wording).

### **3 PRIORITY/TIMING**

- 3.1 Applicants will be notified of the outcome of the funding allocation within a week of Council's resolution in order to enable the completion of works and claiming of funds within the current financial year.

### **4 POLICY/PRECEDENT IMPLICATIONS**

- 4.1 The recommendations in relation to the applications for funding have been made in accordance with the Heritage Restoration Fund 2014-2015 Policy and Guidelines (refer Attachment 1).

### **5 CUSTOMER/COMMUNITY IMPACT**

- 5.1 The funding will assist owners of heritage places to restore original features of their heritage places. It will also assist owners of significant trees and gardens to undertake appropriate maintenance works or to obtain a suitable water supply, thereby maintaining the cultural and aesthetic values of the place and enjoyment it brings to the owners and wider community for years to come.

**6 FINANCIAL RESOURCE IMPLICATIONS**

- 6.1 Council allocated a total of \$35,000 to the Heritage Restoration Fund and Heritage Restoration Fund (Trees and Gardens) in its 2015/2016 budget. The Committee has recommended that the full amount be allocated as part of this round.
- 6.2 Where works are not completed in their entirety, or where works are completed for an amount less than that specified on the application form, a smaller grant may be paid than that allocated. Where the total cost of the works is less than 50% of the funds allocated, the total amount claimed may only be for up to 50% of the actual total cost of the works.
- 6.3 In accordance with Council's decision on 27 September 2011, the guidelines provide for instances where any residual funds are available. The guidelines enable new late applications or additional works for approved applications to be considered for funds at a later stage.

**7 SUSTAINABILITY**

- 7.1 The Heritage Restoration Fund has positive social, environmental and economic benefits. The grants program provides financial incentives for property owners to undertake appropriate conservation works.

**8 CONSULTATION**

- 8.1 The owners of all existing heritage places listed in the Heritage Overlay and those properties listed in the Vegetation Protection Overlay Schedule 5 (VPO5) were individually notified of the funding round by mail.
- 8.2 The Heritage Advisory Committee has considered the applications for funding and has made the recommendations referred to in this report.

**9 COMMUNICATIONS STRATEGY**

- 9.1 All applicants seeking funding as part of the 2015/2016 Heritage Restoration Fund and Heritage Restoration Fund (Trees and Gardens) will be notified of the outcome of their applications.

**10 CONCLUSION**

- 10.1 The 2015/2016 Heritage Restoration fund closed on 7 August 2015. In accordance with the Heritage Restoration Policy Guidelines, Council's Heritage Advisory Committee has considered the applications for funding and has made recommendations to Council regarding the apportionment of all the available funds as shown in Attachments 2 and 3.

**OFFICER'S RECOMMENDATION**

That Council:

- (A) Notes the recommendations of the Heritage Advisory Committee (refer Attachments 2 & 3);
- (B) Endorses the allocation of funding for the 2015/2016 Heritage Restoration Fund as follows:-

1. **Heritage Restoration Fund: Thirteen (13) applications totalling \$30,201.87 (refer Attachment 2)**
2. **Heritage Restoration Fund (Trees and Gardens): Nine (9) applications totalling \$4,789.75 (refer Attachment 3).**

**(C) Endorses the proposed changes to the Policy and Guidelines as reflected in Attachment 4.**

**MOVED: DOWNIE  
SECONDED: HAYNES**

**That the Recommendation be adopted.**

**CARRIED**

“Refer Attachments”

Attachment 1 – Heritage Restoration Fund 2015-2016 Policy and Guidelines; Heritage Restoration Fund (Trees and gardens) 2015-2016 Policy and Guidelines;

Attachment 2 – Heritage Restoration Fund- Assessment Table

Attachment 3- Heritage Restoration Fund (Trees and Gardens)-Assessment table

Attachment 4- Changes to the Policy and Guidelines as reflected in Attachment 4.

\* \* \* \* \*



## HERITAGE RESTORATION FUND: 2015/2016

### Policy and Guidelines

#### 1. Introduction

The Council of the City of Manningham recognises the value of assisting property owners to maintain buildings, places and sites of significance to the cultural heritage of the municipality.

The **Heritage Restoration Fund** aims to promote conservation of heritage buildings and to encourage and financially assist individuals, community groups, businesses or organisations in their endeavours to maintain items of heritage significance in the City.

#### 2. Funding Categories

Two categories of funding are available: -

##### Category A: Conservation Management Plans

This category provides for small grants for the preparation of Conservation Management Plans for heritage sites. The Conservation Management Plans would include the recording of heritage fabric (including interiors if appropriate) and recommendations for future management.

##### Category B: Conservation Work

This category provides for restoration or reconstruction work to a building, structure or place within the municipality and that meets the eligibility requirements for assistance (refer to sections 3 and 4 below).

Funding within this category will be granted generally on a \$1:\$1 basis and up to \$1000 in value. Each application for funding will be considered at the discretion of the Heritage Advisory Committee. Works would include those urgently needed to protect significant heritage fabric.

Please note that if works are not undertaken no funding will be paid to the applicant. If works are incomplete or the total cost of the completed works is less than the amount specified on the application form/quotation, Council may grant a lower amount than that originally allocated. Any funding paid to the applicant will be no more than 50% of the total cost of the completed works.

#### 3. Eligibility Criteria

##### (a) Ownership of Heritage Listed Properties

Generally, all owners of properties listed in the heritage provisions of the Manningham Planning Scheme of local significance or greater are eligible to apply for funds.

##### (b) Type of Work

Only 'Approved Conservation Work' is to be undertaken.

Restoration and reconstruction works to a building, structure or place is eligible for assistance provided that:

- the proposed works are in accordance with Council's heritage guidelines;
- any reconstruction work is of original features only;
- the proposal must be supported by evidence that the work is of a reconstructive or restoration nature.



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- the proposed work is considered appropriate by Council's Heritage Advisor and the Heritage Advisory Committee.

**(c) Works generally not Eligible for Funding**

The following work is generally not eligible for assistance from the Fund:

- Interior works and alterations to a building (unless the schedule to the Heritage Overlay identifies the heritage place as one where internal alteration controls apply).
- General maintenance works such as cleaning of the gutters, gardening works and pruning of plants (unless the schedule to the Heritage Overlay identifies the heritage place as one where tree controls apply).
- New additions or extensions (unless the reconstruction is of an original element).

**(d) Properties listed on State or National Registers**

Properties on State or National Heritage registers may be considered for funding.

**(e) Previous Assistance**

Generally, priority will be given to those applicants who have not received funding in the previous round of funding (ie 2014/2015). Each application for funding, however, will be assessed on its individual merits.

**4. Assessment Criteria**

Each application for funding will be evaluated against the following criteria:

- (i) the heritage significance of the site;
- (ii) the type and urgency of the work required;
- (iii) whether the proposed work accords with historic conservation principles of the Burra Charter;
- (iv) the importance of the restoration project to the heritage value of the area, in terms of overall community benefit;
- (v) the visibility/accessibility of the subject property and proposed works;
- (vi) the proposed estimated time of completion;
- (vii) the general financial standing of the applicant (i.e. whether the project would proceed without assistance, demonstrated hardship arising from the conservation work);
- (viii) the applicant or their agents ability to demonstrate technical and financial responsibility with regard to the project;
- (ix) whether the applicant is financially contributing to the project;
- (x) whether the applicant has outstanding monies owing to Council;
- (xi) the availability of assistance from other sources;
- (xii) whether there are any incomplete projects affecting the site from a previous Heritage Restoration Fund funding round;
- (xiii) whether the applicant has received assistance under previous funding rounds, and
- (xiv) whether the proposed works relate to a state owned place: Funding may be allocated to properties owned by the state government if there are surplus heritage restoration funds available.



## 5. Assessment Priorities

To assist in the evaluation of applications against the assessment criteria, specific priorities have been determined for the allocation of funds. Priorities for assistance in the 2015/2016 financial year will include:

- **projects able to be completed and funds claimed by 29 April, 2016;**
- in the case of Category B grants, a funding priority will include projects where the costs of appropriate heritage materials exceeds the cost of alternative contemporary materials;
- the applicant did not receive funding in the previous year, i.e. 2014/2015 financial year;
- the heritage place is included on the Heritage Overlay (HO) of the Manningham Planning Scheme; and
- applications seeking funding for retrospective works will generally not be supported.
- priority will be given to privately owned properties over state owned properties. In considering applications relating to state owned properties further factors of consideration will include the extent of public access to state owned properties.

## 6. Making an Application

The application process is simple and requires the following information:

- a completed "**Application for Assistance**" form available from Council's Economic and Environmental Planning Unit or on the web at [www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)
- copies of quotations received (Category B grants);
- details of tradespeople undertaking various works;
- details of consultants undertaking the Conservation Management Plan (CMP) and approximate cost of the CMP (Category A Grants);
- A photograph(s) of the building, structure or place in its existing condition.

Completed application forms together with plans and quotes for work as applicable (Category B projects) should be submitted to the Manager, Economic and Environmental Planning.

**Closing date for the funding round will be Friday Monday, 7 August 2015**

All the applications will be individually considered and funding allocations made depending on the needs and availability of funds.

Funding allocations will be determined by Council, on the recommendation of the City of Manningham Heritage Advisory Committee. Council has allocated \$35,000 towards the Heritage Restoration Fund and Heritage Restoration Fund (Trees and Gardens) in the 2015/2016 financial year.





## 7. Funding Conditions

A "Funding Claim Form" must be filled out by the applicant, and the work inspected by the Heritage Adviser, in order to claim the final assistance.

### Assistance must be claimed by 29 April, 2016.

Funding may be revoked at any time due to unsatisfactory work, failure to meet time schedule constraints, non-disclosure or misleading or false disclosure of information or blatant misuse of funds by the recipient, and moneys advanced repaid to the Council.

If works are not undertaken no funding will be paid to the applicant. If works are incomplete or the total cost of the completed works is less than the amount specified on the application form/quotation, Council may grant a lower amount than that originally allocated. Any funding paid to the applicant will be no more than 50% of the total cost of the completed works.

In the event that any residual funds are available due to the total costs of approved works being less than initially estimated or due to defaults or delays in carrying out the works, the Director of Planning and Environment may consider the allocation of unused funds as follows:

1. Allocation of funds for additional works to approved applications where the actual cost incurred exceeded the original costs;
2. Allocation of funds for late applications where these have been approved by the Heritage Advisor.

All necessary works approvals will be the responsibility of the applicant to obtain. It is a condition of any funding that Council may use videos, photographs or details of the works in its heritage promotional material.

## 8. Further Information

Those individuals, community groups or organisations interested in obtaining more information or discussing their proposals may contact:

**Cristina Rivero**  
Strategic Planner  
Phone: 9840 9121  
email: [cristina.rivero@manningham.vic.gov.au](mailto:cristina.rivero@manningham.vic.gov.au)

**Samantha Cimati**  
Administration Support Officer  
Phone: 9840 9129  
Fax: 9840 9465  
email: [samantha.cimati@manningham.vic.gov.au](mailto:samantha.cimati@manningham.vic.gov.au)

**or mail:** The Manager  
Economic and Environmental Planning Unit  
Manningham City Council  
PO Box 1  
DONCASTER 3108

Please note that all applications to the Heritage Restoration Fund will be assessed by the Heritage Advisory Committee in late August. The recommendations of the Committee will be reported to Council at its meeting on 29 September 2015. All applicants will be formally notified of Council's decision in early October 2015.



## HERITAGE RESTORATION FUND (Trees and Gardens): 2015/2016

### Policy and Guidelines

#### 1. Introduction

Throughout its history, Manningham's developing cultural landscape has seen the city change from bushland to rural agricultural and more recently suburban development. Whilst much change to the landscape has occurred over this period, remnants of these landscapes remain. Various studies have been undertaken for the municipality to identify and assess significant trees and gardens throughout the municipality.

The Council of the City of Manningham recognises the value of assisting property owners to protect and manage significant trees and gardens throughout the municipality. Although trees enjoy a finite life, much can be done to protect and manage them in order to extend their life for a reasonable time. Gardens by contrast require on-going management to ensure the form and character of the garden is retained.

The **Heritage Restoration Fund (Trees and Gardens)** aims to promote conservation of significant trees and gardens, and to encourage and financially assist individuals, community groups, businesses or organisations in their endeavours to maintain items of heritage and aesthetic significance in the City. (A separate grants program is provided for heritage buildings).

#### 2. Funding

##### Conservation Works

This provides for conservation works to identified trees and gardens within the municipality that meet the eligibility requirements for assistance (refer to sections 3 and 4 below).

Applications for funding may also include funding for the preparation of an arboricultural report for the identified significant tree(s) or garden (to detail what works need to be undertaken). Subsidies for water tanks for the purpose of watering the significant trees and importing water for a tank for watering purposes (e.g. bore water from outside the municipality) may also be considered.

Funding within this category will be granted on a \$1:\$1 basis generally up to \$1000 in value. Each application for funding will be considered by the Heritage Advisory Committee.

Please note that if works are not undertaken no funding will be paid to the applicant. If works are incomplete or the total cost of the completed works is less than the amount specified on the application form/quotation, Council may grant a lower amount than that originally allocated. Any funding paid to the applicant will be no more than 50% of the total cost of the completed works.

#### 3. Eligibility Criteria

##### (a) Ownership of Heritage Listed Properties

Generally, all owners of properties listed in the Heritage Overlay (where tree controls apply) and Vegetation Protection Overlay (Schedule 5) of the Manningham Planning Scheme are eligible to apply for funds.



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**(b) Type of Work**

Only 'Approved Conservation Works' are to be undertaken.

Conservation works are generally eligible for assistance provided that:

- the proposal must be supported by evidence that the works are intended to conserve/manage the tree(s) or garden
  - › an arboricultural report has been prepared detailing what works are to be undertaken; and/or
  - › the proposed works are in accordance with a Council strategy (i.e. the suggested works are detailed in a current Strategy such as the Heritage Garden and Significant Tree Study);
- the proposed works are considered appropriate by Council's Heritage Advisor and the Heritage Advisory Committee.

**(c) Works generally not Eligible for Funding**

The following work is generally not eligible for assistance from the Fund:

- the removal of significant trees (including dead and fallen trees); and
- purchase of new plants (unless it is to replace existing plants which form an important element of the garden e.g. replacement of dead hedge species which are a significant element).

**(d) Properties listed on State or National Registers**

Properties on State or National Heritage registers may be considered for funding.

**(e) Previous Assistance**

Generally, priority will be given to those applicants who have not received funding in the previous round of funding (i.e. 2014/2015). Each application for funding, however, will be assessed on its individual merits.

**4. Assessment Criteria**

Each application for funding will be evaluated against the following criteria:

- (i) the heritage or aesthetic significance of the vegetation;
- (ii) the type and urgency of the work required;
- (iii) whether the proposed work accords with historic conservation principles of the Burra Charter;
- (iv) the visibility/accessibility of the subject property and proposed works;
- (v) the proposed estimated time of completion;
- (vi) the general financial standing of the applicant (i.e. whether the project would proceed without assistance, demonstrated hardship arising from the conservation work);
- (vii) the applicant or their agent's ability to demonstrate technical and financial responsibility with regard to the project;
- (viii) whether the applicant is financially contributing to the project;
- (ix) whether the applicant has outstanding monies owing to Council;
- (x) the availability of assistance from other sources;
- (xi) whether there are any incomplete projects affecting the site from a previous Heritage Restoration Fund funding round; and



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- (xii) whether the applicant has received assistance under previous funding rounds.
- (xiii) whether the proposal relates to a state owned place: funding may be allocated to properties owned by the state government if there are surplus heritage restoration funds available.

## 5. Assessment Priorities

To assist in the evaluation of applications against the assessment criteria, specific priorities have been determined for the allocation of funds. Priorities for assistance in the 2015/2016 financial year will include:

- **projects able to be completed and funds claimed by 29 April, 2016;**
- the tree(s) or garden is included in the Heritage Overlay (HO) or the Vegetation Protection Overlay (schedule 5) of the Manningham Planning Scheme;
- for those eligible properties within the Heritage Overlay, priority will be given to those properties where specific trees have been identified as being of significance and which are listed in the schedule to the Heritage Overlay; and
- applications seeking funding for retrospective works will generally not be supported.
- the applicant did not receive funding in the previous year i.e. 2014/2015
- priority will be given to privately owned properties over state owned properties. In considering applications relating to state owned properties further factors of consideration will include the extent of public access to state owned properties.

## 6. Making an Application

The application process is simple and requires the following information:

- a completed "**Application for Assistance**" form available from Council's Economic and Environmental Planning Unit or on the web at [www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)
- copies of quotations received (generally one quote is sufficient);
- details of people undertaking works;
- a photograph(s) of the tree(s) or garden in its existing condition.

Completed application forms together with plans and quotes for work as applicable should be submitted to the Manager, Economic and Environmental Planning.

**Closing date for the funding round will be Friday, 7 August 2015**

All the applications will be individually considered and funding allocations made depending on the needs and availability of funds.

Funding allocations will be determined by Council, on the recommendation of the City of Manningham Heritage Advisory Committee. Council has allocated \$35,000 towards the Heritage Restoration Fund and Heritage Restoration Fund (Trees and Gardens) in the 2015/2016 financial year.



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## 7. Funding Conditions

A "Funding Claim Form" must be filled out by the applicant, and the work inspected by the Heritage Adviser, in order to claim the final assistance.

### Assistance must be claimed by 29 April, 2016.

Funding may be revoked at any time due to unsatisfactory work, failure to meet time schedule constraints, non-disclosure or misleading or false disclosure of information or blatant misuse of funds by the recipient, and funds advanced repaid to the Council.

Please note that if works are not undertaken no funding will be paid to the applicant. If works are incomplete or the total cost of the completed works is less than the amount specified on the application form/quotation, Council may grant a lower amount than that originally allocated. Any funding paid to the applicant will be no more than 50% of the total cost of the completed works.

In the event that any residual funds are available due to the total costs of approved works being less than initially estimated or due to defaults or delays in carrying out the works, the Director of Planning and Environment may consider the allocation of unused funds as follows:

1. Allocation of funds for additional works to approved applications where the actual cost incurred exceeded the original costs;
2. Allocation of funds for late applications where these have been approved by the Heritage Advisor.

All necessary works approvals will be the responsibility of the applicant to obtain. It is a condition of any funding that Council may use videos, photographs or details of the works in its heritage promotional material.

## 8. Further Information

Those individuals, community groups or organisations interested in obtaining more information or discussing their proposals may contact:

### Cristina Rivero

Strategic Planner

Phone: 9840 9121

email: [cristina.rivero@manningham.vic.gov.au](mailto:cristina.rivero@manningham.vic.gov.au)

### Samantha Cimati

Administration Support Officer

Phone: 9840 9129

Fax: 9840 9465

email: [samantha.cimati@manningham.vic.gov.au](mailto:samantha.cimati@manningham.vic.gov.au)

**or mail:** The Manager  
Economic and Environmental Planning Unit  
Manningham City Council  
P O Box 1  
Doncaster 3108

Please note that all applications to the Heritage Restoration Fund will be assessed by the Heritage Advisory Committee in late August. The recommendations of the Committee will be reported to Council at its meeting on 29 September 2015. All applicants will be formally notified of Council's decision in early October 2015.

Attachment 2

Heritage Restoration Fund 2015/2016- Applications received, Recommendations by Heritage Advisory Committee

Property	Proposed Works	Comments	Amount Allocated	Fund Last Yr	Job cost
1. 232 Yarra Street Warrandyte	Restoration of the existing front porch, including replacement of some subfloor and decking boards. Restoration to handrails.	HC199.HO191. Wine Hall. Regional Victorian Heritage Register H1150 Doncaster & Templestowe Heritage Study 1991 Doncaster & Templestowe Additional Historical Research 1994 <b>Recommendation: Supported (25%).</b>	\$3,000.00	No	\$12,175.00
2. 410 Porter Street Templestowe	Retrospective Urgent works carried out consisting of replacement of fascia boards around the house. New spouting, capping of all wood. Painting of replacement wood. Replacement of windows. New fence	HC17 Regional Doncaster & Templestowe Heritage Study 1991. Heritage Garden & Significant Tree Study 06 <b>Recommendation: Supported. (30%) Applicant to be advised that Council does not generally support retrospective applications, however the special circumstances were considered to warrant allocation.</b>	\$2,213.00	No	\$7,378.00
3. 33 Paynters Road Wonga Park	Supply and install gutter and two down pipes	HC 134 Local Significance Wonga Park Heritage Study 1997 <b>Recommendation: Supported. (50%)</b>	\$422.40	No	\$844.80

Heritage Restoration Fund 2015/2016- Applications received. Recommendations by Heritage Advisory Committee

Property	Proposed Works	Comments	Amount Allocated	Fund Last Yr	Job cost
4. 243-245 Tindals Road Warrandyte	Retrospective Urgent works consisting of replacement of damaged roof tiles.	HC 167. Local significance Doncaster & Templestowe Heritage Study 1991, Doncaster & Templestowe Additional Historical Research 1994 <b>Recommendation:</b> <b>Supported. (30%)</b> <b>The funding allocated excludes quote for roof cleaning as this was not considered necessary or ideal.</b>	\$806.50	Yes	\$3,355.00. Quote considered includes only eligible works amounting to \$2,695.00
5. 308 Yarra Street Warrandyte	Restoration of stone paths and steps providing access to mine shaft and remnant foundations of ore processing facilities.	HC191 Local Significance Doncaster & Templestowe Heritage Study 1991. Mining Study <b>Recommendation:</b> <b>Supported. (50%)</b>	\$1,100.00	No	\$2,200.00
6. 18 Yarra Street Warrandyte	Replacement of damaged front fence with picket fence	HC 192 Yarra Lodge. Local Significance Doncaster & Templestowe Heritage Study 1991 Doncaster & Templestowe Additional Historical Research 1994 <b>Recommendation:</b> <b>Supported 30%, on condition that its appearance matches the original appearance of the fence as shown in the 1990 photographs.</b>	\$4,197.00	No	\$13,980.00

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Heritage Restoration Fund 2015/2016- Applications received. Recommendations by Heritage Advisory Committee

Property	Proposed Works	Comments	Amount Allocated	Fund Last Yr	Job cost
7. 3 Exford Place Dorvale	Replace rotten windows	HO 61 Merchant Builders Former Display Houses Heritage Precinct Local Significance Heritage Study Additional Sites Recommendations 1993. <b>Recommendation:</b> <b>Supported. (50%)</b>	\$2,105.00	No	\$4,210.00
8. Kembra 36-48 Tills Drive Warrandyte	Repair of barn walls	HO 164 Regional Significance Doncaster & Templestowe Heritage Study 1991. Doncaster & Templestowe Additional Historical Research 1994 <b>Recommendation:</b> <b>Not supported as the barn is not identified as a significant element in the Statement of Significance. Noted funding had been allocated for works at this property last year.</b>	\$0.00	Yes	\$2,350.00
9. 300 Yarra Street Warrandyte	Remove and replace masonry eaves, and repair unsafe fascia. Replace leaking down pipe and damaged timber cladding.	HO 200 Alexa Goyder's House Regional Significance Doncaster & Templestowe Heritage Study 1991 Doncaster & Templestowe Additional Historical Research 1994 <b>Recommendation:</b> <b>Supported. (50%)</b>	\$1,914.00	Yes	\$3,828.00



Heritage Restoration Fund 2015/2016- Applications received. Recommendations by Heritage Advisory Committee

Property	Proposed Works	Comments	Amount Allocated	Fund Last Yr	Job cost
10. 23 Hemingway Templestowe	Two funding applications received: -Restore and repair slated roof. -restoration of verandah	<b>HO 81</b> Jenkins Homestead Regional Significance Doncaster & Templestowe Heritage Study 1991 Doncaster & Templestowe Additional Historical Research 1994 Conservation Analysis & Plan - R. Peterson October 1994 <b>Recommendation:</b> <b>Supported. (30%)</b>	\$3,383.75	No	\$11,312.50
11. 21-25 Ben Nevis Grove, Bulleen	Strip and repair existing wrought iron gate and antique post lamps	<b>HO 13</b> Local Significance Doncaster & Templestowe Heritage Study 1991. Doncaster & Templestowe Additional Historical Research 1994 <b>Recommendation:</b> <b>Not supported as the fence and post lamps are a reproduction and the Victorian fence is not part of the original fabric.</b>	\$0.00	No	\$3,450.00
12. Manningham Uniting Church 104 Atkinson Street Templestowe	Painting of 5 (five) external doors, timber handrails/balustrading, metal fascias and post.	<b>HO10</b> Doncaster & Templestowe Heritage Study 1991 Manningham Heritage Study Review 2005 <b>Recommendation:</b> <b>Supported. (50%)</b>	\$1,430.00	No	\$ 2,860.00

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Heritage Restoration Fund 2015/2016- Applications received. Recommendations by Heritage Advisory Committee

Property	Proposed Works	Comments	Amount Allocated	Fund Last Yr	Job cost
13. 12 Mahoneys Court Warrandyte	Front verandah, supply and fit new jarrah decking	<b>HO111</b> Local Significance Doncaster & Templestowe Heritage Study 1991 Doncaster & Templestowe Additional Historical Research 1994 (p67) <b>Recommendation:</b> <b>Supported (50%) subject to condition on use of jarrah floor boards and tongue and groove.</b>	\$2,815.72	No	\$5,631.45
14. 10 Amberley Court Bulleen	Removal of old floor and damaged subfloor joist and bearers. Propping of roof. Replacement of flooring.	<b>HO3</b> Glenfern Regional Significance Doncaster & Templestowe Heritage Study 1991 Doncaster & Templestowe Additional Historical Research 1994 <b>Recommendation:</b> <b>Not Supported.</b> <b>Council's Heritage Advisor has inspected the verandah flooring and it was noted that the verandah could do with flooring replacement and needs subfloor repairs. However, it is not a safety issues.</b> <b>Further recommended that applicant be advised that it is acknowledged that works need to be done but it is recommended that they be commissioned by prospective new owner. Further, new owner to provide a new quote. The quote could then be considered in the next round of the Heritage Restoration Fund.</b>	\$0.00	No	\$22,275.00

Heritage Restoration Fund 2015/2016- Applications received. Recommendations by Heritage Advisory Committee

Property	Proposed Works	Comments	Amount Allocated	Fund Last Yr	Job cost
15. 111 Yarra Street Warrandyte Warrandyte Post office (former)	Reconstruction and restoration of the missing components of the reconstructed portable blacksmith hut.	<b>HO 191</b> Regional Significance Doncaster & Templestowe Heritage Study 1991 <b>Recommendation:</b> <b>Supported. (50%)</b>	\$1,870.00	No	\$3,740.00
16. 10 Waldau Court Doncaster	Restoration and reinstatement of the northern wall of the fruit barn at Friedensruh.	<b>HO 175</b> State Significance Victorian Heritage Register Ref. No. H376 Doncaster & Templestowe Heritage Study 1991: Refer Black Mulberry (193.14a) <b>Recommendation:</b> <b>Supported (50). Noted the high significance of the property and visibility of the barn from public space at Ruffey Lake Park.</b>	\$4,932.50	No	\$9,865.00

Total Amount allocated: \$30,201.87

Attachment 3

Heritage Restoration Fund (Trees and Gardens) 2015/2016 Applications received- Recommendations by Heritage Advisory Committee.

Property		Proposed Works		Comments		Amount Allocated	Fund Last Yr	Job cost/Amount sought
1.	52 Templestowe Road Bulleen	Elm leaf beetle treatment		VPO 5 Manningham City Council Heritage Garden and Significant Tree Register <b>Recommendation: Supported (50%)</b>	\$156.75	No	\$313.50	
2.	210 Yarra Street Warrandyte	Remedial works to yellow box tree including pruning, removal of dead wood, install dripper.		HO191- Warrandyte Township Heritage Precinct Local Significance Doncaster & Templestowe Heritage Study 1991 <b>Recommendation: Supported (30%)</b>	\$1,056.00	Yes	\$3,520.00	
3.	Winter Park Body Corporate 3591 141A High Street Doncaster	Retrospective Steel hand rails		HO 83 State Significance Victorian Heritage Register H1345 Winter Park Heritage Precinct Doncaster & Templestowe Heritage Study 1991 <b>Recommendation: Supported (50%)</b>	\$275.00	Yes	\$550.00	
4.	Milgate Park Landscape Drive Doncaster East	Treatment of 1/3 of the trees for elm leaf beetle using soil injection.		HO7 Milgate Park Estate. Tree controls apply State Significance Doncaster & Templestowe Heritage Study 1991 <b>Recommendation: Supported (30%)</b>	\$480.00	Yes	\$1,600.00	

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Heritage Restoration Fund (Trees and Gardens) 2015/2016 Applications received- Recommendations by Heritage Advisory Committee.

Property	Proposed Works	Comments	Amount Allocated	Fund Last Yr	Job cost/Amount sought
5. 37 Rooney Street Lower Templestowe	Elm leaf beetle treatment	VPO 5 Manningham City Council Heritage Garden and Significant Tree Register <b>Recommendation: Supported (50%)</b>	\$154.00	No	\$308.00
6. 243-245 Tindals Road Warrandyte	Trim heritage hedge Not retrospective	HO167 Tree controls apply Local Significance Doncaster & Templestowe Heritage Study 1991 Doncaster & Templestowe Additional Historical Research 1994 <b>Recommendation: Not supported.</b>	\$0.00	Yes (building and hedge)	\$1,000.00
7. 29 Edwin Road Templestowe	Pruning of sugar gum	HO 216 Local Significance Manningham Heritage Study Review 2005 <b>Recommendation: Supported (30%)</b>	\$528.00	Yes	\$1,760.00
8. 39 Atkinson Street Templestowe	Arborist report	VPO 5 Manningham City Council Heritage Garden and Significant Tree Register <b>Recommendation: Supported Nominal allocation due to significance of tree.</b>	\$400.00	No	Pending quote

Heritage Restoration Fund (Trees and Gardens) 2015/2016 Applications received- Recommendations by Heritage Advisory Committee.

Property	Proposed Works	Comments	Amount Allocated	Fund Last Yr	Job cost/Amount sought
9. 77 Yarra Street Warrandyte	Pruning and maintenance of 2 English Oaks trees.	HO 181- Specific tree controls Heritage Garden & Significant Tree Study 06 Local Interest Doncaster & Templestowe Heritage Study 1991 <b>Recommendation: Supported (50%)</b>	\$1,300.00	No	\$2,600.00
10. 51-53 Victoria Street Doncaster	Removal of three limbs of English Oak tree.	HO 172, HO171 Tree controls apply. Local Significance Doncaster & Templestowe Heritage Study 1991 Doncaster & Templestowe Additional Historical Research 1994 Heritage Garden & Significant Tree Study 06 <b>Recommendation: Supported (50%)</b>	\$440.00	No	\$880.0
11. 17 Timber Ridge Doncaster	Cleaning, rubbish removal, remove old paving and re paved and landscape small courtyard. Damaged to paving caused to large gum tree.	HO 83 Victorian Heritage Register H1245 State Significance Writter Park Heritage Precinct Doncaster & Templestowe Heritage Study 1991 <b>Recommendation: Not Supported on basis of nature of the proposed work and lack of quote submitted. The eligibility of type of work proposed requires further examination of the original paving and extent of damage.</b>	\$0.00	No	Approx \$3,000.00

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Heritage Restoration Fund (Trees and Gardens) 2015/2016 Applications received- Recommendations by Heritage Advisory Committee.

Property	Proposed Works	Comments	Amount Allocated	Fund Last Yr	Job cost/Amount sought
12 207 Yarra Street Warrandyte	Proposed clean up of area behind the shop and revegetation.	HO 191 No tree controls Local Significance Warrandyte Township Heritage Precinct Doncaster & Templestowe Heritage Study 1991. <b>Recommendation: Not Supported</b> <b>The nature of the works was considered outside the scope of the Fund as the garden works are of a general maintenance nature and the proposed replanting does not relate to significant landscape elements in the statement of significance.</b>	\$0.00	No	estimated. \$2,000 (no quote)

Total Funds allocated: \$4,789.75



## HERITAGE RESTORATION FUND: 2016/2017

### Policy and Guidelines

#### 1. Introduction

The Council of the City of Manningham recognises the value of assisting property owners to maintain buildings, places and sites of significance to the cultural heritage of the municipality.

The **Heritage Restoration Fund** aims to promote conservation of heritage buildings and to encourage and financially assist individuals, community groups, businesses or organisations in their endeavours to maintain items of heritage significance in the City.

#### 2. Funding Categories

Two categories of funding are available: -

##### Category A: Conservation Management Plans

This category provides for small grants for the preparation of Conservation Management Plans for heritage sites. The Conservation Management Plans would include the recording of heritage fabric (including interiors if appropriate) and recommendations for future management.

##### Category B: Conservation Work

This category provides for restoration or reconstruction work to a building, structure or place within the municipality and that meets the eligibility requirements for assistance (refer to sections 3 and 4 below).

Funding within this category will be granted generally on a \$1:\$1 basis and up to \$1000 in value. The amount of Funding allocated may be more than \$1,000 at the Council's discretion. However, Council can only allocate a maximum of 50% of the total cost of works. Each application for funding will be considered at the discretion of the Heritage Advisory Committee. Works would include those urgently needed to protect significant heritage fabric.

Please note that if works are not undertaken no funding will be paid to the applicant. If works are incomplete or the total cost of the completed works is less than the amount specified on the application form/quotation, Council may grant a lower amount than that originally allocated. Any funding paid to the applicant will be no more than 50% of the total cost of the completed works.

#### 3. Eligibility Criteria

##### (a) Ownership of Heritage Listed Properties

Generally, all owners of properties listed in the heritage provisions of the Manningham Planning Scheme of local significance or greater are eligible to apply for funds.

##### (b) Type of Work

Only 'Approved Conservation Work' is to be undertaken.

Restoration and reconstruction works to a building, structure or place is eligible for assistance provided that:

- the proposed works are in accordance with Council's heritage guidelines;
- any reconstruction work is of original features only;
- the proposal must be supported by evidence that the work is of a reconstructive or restoration nature.





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- the proposed work is considered appropriate by Council's Heritage Advisor and the Heritage Advisory Committee.

**(c) Works generally not Eligible for Funding**

The following work is generally not eligible for assistance from the Fund:

- Interior works and alterations to a building (unless the schedule to the Heritage Overlay identifies the heritage place as one where internal alteration controls apply).
- General maintenance works such as cleaning of the gutters, gardening works and pruning of plants (unless the schedule to the Heritage Overlay identifies the heritage place as one where tree controls apply).
- New additions or extensions (unless the reconstruction is of an original element).

**(d) Properties listed on State or National Registers**

Properties on State or National Heritage registers may be considered for funding.

**(e) Previous Assistance**

Generally, priority will be given to those applicants who have not received funding in the previous round of funding (ie 2014/2015). Each application for funding, however, will be assessed on its individual merits.

**4. Assessment Criteria**

Each application for funding will be evaluated against the following criteria:

- (i) the heritage significance of the site;
- (ii) the type and urgency of the work required;
- (iii) whether the proposed work accords with historic conservation principles of the Burra Charter;
- (iv) the importance of the restoration project to the heritage value of the area, in terms of overall community benefit;
- (v) the visibility/accessibility of the subject property and proposed works;
- (vi) the proposed estimated time of completion;
- (vii) the general financial standing of the applicant (i.e. whether the project would proceed without assistance, demonstrated hardship arising from the conservation work);
- (viii) the applicant or their agents ability to demonstrate technical and financial responsibility with regard to the project;
- (ix) whether the applicant is financially contributing to the project;
- (x) whether the applicant has outstanding monies owing to Council;
- (xi) the availability of assistance from other sources;
- (xii) whether there are any incomplete projects affecting the site from a previous Heritage Restoration Fund funding round;
- (xiii) whether the applicant has received assistance under previous funding rounds, and
- (xiv) whether the proposed works relate to a state owned place: Funding may be allocated to properties owned by the state government if there are surplus heritage restoration funds available.



## 5. Assessment Priorities

To assist in the evaluation of applications against the assessment criteria, specific priorities have been determined for the allocation of funds. Priorities for assistance in the 2015/2016 financial year will include:

- **projects able to be completed and funds claimed by xxx, 2016;**
- in the case of Category B grants, a funding priority will include projects where the costs of appropriate heritage materials exceeds the cost of alternative contemporary materials;
- the applicant did not receive funding in the previous year, i.e. 2014/2015 financial year;
- the heritage place is included on the Heritage Overlay (HO) of the Manningham Planning Scheme; and
- applications seeking funding for retrospective works will generally not be supported.
- priority will be given to privately owned properties over state owned properties. In considering applications relating to state owned properties further factors of consideration will include the extent of public access to state owned properties.

## 6. Making an Application

The application process is simple and requires the following information:

- a completed "**Application for Assistance**" form available from Council's Economic and Environmental Planning Unit or on the web at [www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)
- copies of quotations received (Category B grants);
- details of tradespeople undertaking various works;
- details of consultants undertaking the Conservation Management Plan (CMP) and approximate cost of the CMP (Category A Grants);
- A photograph(s) of the building, structure or place in its existing condition.

Completed application forms together with plans and quotes for work as applicable (Category B projects) should be submitted to the Manager, Economic and Environmental Planning.

**Closing date for the funding round will be xxx 2017**

All the applications will be individually considered and funding allocations made depending on the needs and availability of funds.

Funding allocations will be determined by Council, on the recommendation of the City of Manningham Heritage Advisory Committee. Council has allocated \$35,000 towards the Heritage Restoration Fund and Heritage Restoration Fund (Trees and Gardens) in the XXX financial year.



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## 7. Funding Conditions

A "Funding Claim Form" must be filled out by the applicant, and the work inspected by the Heritage Adviser, in order to claim the final assistance.

### Assistance must be claimed by xxx, 2017.

Funding may be revoked at any time due to unsatisfactory work, failure to meet time schedule constraints, non-disclosure or misleading or false disclosure of information or blatant misuse of funds by the recipient, and moneys advanced repaid to the Council.

If works are not undertaken no funding will be paid to the applicant. If works are incomplete or the total cost of the completed works is less than the amount specified on the application form/quotation, Council may grant a lower amount than that originally allocated. Any funding paid to the applicant will be no more than 50% of the total cost of the completed works.

In the event that any residual funds are available due to the total costs of approved works being less than initially estimated or due to defaults or delays in carrying out the works, the Director of Planning and Environment may consider the allocation of unused funds as follows:

1. Allocation of funds for additional works to approved applications where the actual cost incurred exceeded the original costs;
2. Allocation of funds for late applications where these have been approved by the Heritage Advisor.

All necessary works approvals will be the responsibility of the applicant to obtain. It is a condition of any funding that Council may use videos, photographs or details of the works in its heritage promotional material.

## 8. Further Information

Those individuals, community groups or organisations interested in obtaining more information or discussing their proposals may contact:

**Cristina Rivero**  
Strategic Planner  
Phone: 9840 9121  
email: [cristina.rivero@manningham.vic.gov.au](mailto:cristina.rivero@manningham.vic.gov.au)

**Samantha Cimati**  
Administration Support Officer  
Phone: 9840 9129  
Fax: 9840 9465  
email: [samantha.cimati@manningham.vic.gov.au](mailto:samantha.cimati@manningham.vic.gov.au)

**or mail:** The Manager  
Economic and Environmental Planning Unit  
Manningham City Council  
PO Box 1  
DONCASTER 3108

Please note that all applications to the Heritage Restoration Fund will be assessed by the Heritage Advisory Committee in late August. The recommendations of the Committee will be reported to Council at its meeting on XXX. All applicants will be formally notified of Council's decision in xxx.



## HERITAGE RESTORATION FUND (Trees and Gardens): 2016/2017

### Policy and Guidelines

#### 1. Introduction

Throughout its history, Manningham's developing cultural landscape has seen the city change from bushland to rural agricultural and more recently suburban development. Whilst much change to the landscape has occurred over this period, remnants of these landscapes remain. Various studies have been undertaken for the municipality to identify and assess significant trees and gardens throughout the municipality.

The Council of the City of Manningham recognises the value of assisting property owners to protect and manage significant trees and gardens throughout the municipality. Although trees enjoy a finite life, much can be done to protect and manage them in order to extend their life for a reasonable time. Gardens by contrast require on-going management to ensure the form and character of the garden is retained.

The **Heritage Restoration Fund (Trees and Gardens)** aims to promote conservation of significant trees and gardens, and to encourage and financially assist individuals, community groups, businesses or organisations in their endeavours to maintain items of heritage and aesthetic significance in the City. (A separate grants program is provided for heritage buildings).

#### 2. Funding

##### Conservation Works

This provides for conservation works to identified trees and gardens within the municipality that meet the eligibility requirements for assistance (refer to sections 3 and 4 below).

Applications for funding may also include funding for the preparation of an arboricultural report for the identified significant tree(s) or garden (to detail what works need to be undertaken). Subsidies for water tanks for the purpose of watering the significant trees and importing water for a tank for watering purposes (e.g. bore water from outside the municipality) may also be considered.

Funding within this category will be granted on a \$1:\$1 basis generally up to \$1000 in value. The amount of Funding allocated may be more than \$1,000 at the Council's discretion. However, Council can only allocate a maximum of 50% of the total cost of works. Each application for funding will be considered by the Heritage Advisory Committee.

Please note that if works are not undertaken no funding will be paid to the applicant. If works are incomplete or the total cost of the completed works is less than the amount specified on the application form/quotation, Council may grant a lower amount than that originally allocated. Any funding paid to the applicant will be no more than 50% of the total cost of the completed works.

#### 3. Eligibility Criteria

##### (a) Ownership of Heritage Listed Properties

Generally, all owners of properties listed in the Heritage Overlay (where tree controls apply) and Vegetation Protection Overlay (Schedule 5) of the Manningham Planning Scheme are eligible to apply for funds.



**(b) Type of Work**

Only 'Approved Conservation Works' are to be undertaken.

Conservation works are generally eligible for assistance provided that:

- the proposal must be supported by evidence that the works are intended to conserve/manage the tree(s) or garden
  - › an arboricultural report has been prepared detailing what works are to be undertaken; and/or
  - › the proposed works are in accordance with a Council strategy (i.e. the suggested works are detailed in a current Strategy such as the Heritage Garden and Significant Tree Study);
- the proposed works are considered appropriate by Council's Heritage Advisor and the Heritage Advisory Committee.

**(c) Works generally not Eligible for Funding**

The following work is generally not eligible for assistance from the Fund:

- the removal of significant trees (including dead and fallen trees); and
- purchase of new plants (unless it is to replace existing plants which form an important element of the garden e.g. replacement of dead hedge species which are a significant element).

**(d) Properties listed on State or National Registers**

Properties on State or National Heritage registers may be considered for funding.

**(e) Previous Assistance**

Generally, priority will be given to those applicants who have not received funding in the previous round of funding (i.e. 2014/2015). Each application for funding, however, will be assessed on its individual merits.

**4. Assessment Criteria**

Each application for funding will be evaluated against the following criteria:

- (i) the heritage or aesthetic significance of the vegetation;
- (ii) the type and urgency of the work required;
- (iii) whether the proposed work accords with historic conservation principles of the Burra Charter;
- (iv) the visibility/accessibility of the subject property and proposed works;
- (v) the proposed estimated time of completion;
- (vi) the general financial standing of the applicant (i.e. whether the project would proceed without assistance, demonstrated hardship arising from the conservation work);
- (vii) the applicant or their agent's ability to demonstrate technical and financial responsibility with regard to the project;
- (viii) whether the applicant is financially contributing to the project;
- (ix) whether the applicant has outstanding monies owing to Council;
- (x) the availability of assistance from other sources;



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- (xi) whether there are any incomplete projects affecting the site from a previous Heritage Restoration Fund funding round; and
- (xii) whether the applicant has received assistance under previous funding rounds.
- (xiii) whether the proposal relates to a state owned place: funding may be allocated to properties owned by the state government if there are surplus heritage restoration funds available.

#### 5. Assessment Priorities

To assist in the evaluation of applications against the assessment criteria, specific priorities have been determined for the allocation of funds. Priorities for assistance in the 2015/2016 financial year will include:

- **projects able to be completed and funds claimed by XXX, 201X;**
- the tree(s) or garden is included in the Heritage Overlay (HO) or the Vegetation Protection Overlay (schedule 5) of the Manningham Planning Scheme;
- for those eligible properties within the Heritage Overlay, priority will be given to those properties where specific trees have been identified as being of significance and which are listed in the schedule to the Heritage Overlay; and
- applications seeking funding for retrospective works will generally not be supported.
- the applicant did not receive funding in the previous year i.e. 2014/2015
- priority will be given to privately owned properties over state owned properties. In considering applications relating to state owned properties further factors of consideration will include the extent of public access to state owned properties.

#### 6. Making an Application

The application process is simple and requires the following information:

- a completed "**Application for Assistance**" form available from Council's Economic and Environmental Planning Unit or on the web at [www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)
- copies of quotations received (generally one quote is sufficient);
- details of people undertaking works;
- a photograph(s) of the tree(s) or garden in its existing condition.

Completed application forms together with plans and quotes for work as applicable should be submitted to the Manager, Economic and Environmental Planning.

**Closing date for the funding round will be XXX 201X**

All the applications will be individually considered and funding allocations made depending on the needs and availability of funds.

Funding allocations will be determined by Council, on the recommendation of the City of Manningham Heritage Advisory Committee. Council has allocated \$35,000 towards the



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Heritage Restoration Fund and Heritage Restoration Fund (Trees and Gardens) in the 2015/2016 financial year.

## 7. Funding Conditions

A "Funding Claim Form" must be filled out by the applicant, and the work inspected by the Heritage Adviser, in order to claim the final assistance.

### Assistance must be claimed by xxx, 201X.

Funding may be revoked at any time due to unsatisfactory work, failure to meet time schedule constraints, non-disclosure or misleading or false disclosure of information or blatant misuse of funds by the recipient, and funds advanced repaid to the Council.

Please note that if works are not undertaken no funding will be paid to the applicant. If works are incomplete or the total cost of the completed works is less than the amount specified on the application form/quotation, Council may grant a lower amount than that originally allocated. Any funding paid to the applicant will be no more than 50% of the total cost of the completed works.

In the event that any residual funds are available due to the total costs of approved works being less than initially estimated or due to defaults or delays in carrying out the works, the Director of Planning and Environment may consider the allocation of unused funds as follows:

3. Allocation of funds for additional works to approved applications where the actual cost incurred exceeded the original costs;
4. Allocation of funds for late applications where these have been approved by the Heritage Advisor.

All necessary works approvals will be the responsibility of the applicant to obtain. It is a condition of any funding that Council may use videos, photographs or details of the works in its heritage promotional material.

## 8. Further Information

Those individuals, community groups or organisations interested in obtaining more information or discussing their proposals may contact:

### Cristina Rivero

Strategic Planner

Phone: 9840 9121

email: [cristina.rivero@manningham.vic.gov.au](mailto:cristina.rivero@manningham.vic.gov.au)

### Samantha Cimati

Administration Support Officer

Phone: 9840 9129

Fax: 9840 9465

email: [samantha.cimati@manningham.vic.gov.au](mailto:samantha.cimati@manningham.vic.gov.au)

**or mail:** The Manager  
Economic and Environmental Planning Unit  
Manningham City Council  
P O Box 1  
Doncaster 3108



MANNINGHAM CITY COUNCIL

Please note that all applications to the Heritage Restoration Fund will be assessed by the Heritage Advisory Committee in late August. The recommendations of the Committee will be reported to Council at its meeting on 29 September 2015. All applicants will be formally notified of Council's decision in early October 2015.



## 9.4 Municipal Fire Management Plan 2015 - update and consideration of extension of expiry date

Responsible Director: Director Planning & Environment

File No. .

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

### SUMMARY

The purpose of this report is to seek Council consideration and endorsement of an extension of the expiration date and some updates to the Municipal Fire Management Plan (MFMP) - (Attachment 1).

The State Fire Management Planning Committee (SFMP) is commencing the development of a State Fire Mitigation Plan (SFMP) which will set clear outcomes, practical objectives and performance indicators to reduce the fire impact on communities and the environment in the future.

The Emergency Management Commissioner has requested that Fire Management Planning Committees await the release of the SFMP prior to undertaking a comprehensive review however in the meantime ensuring that current MFMP's are kept up to date to meet relevant audit requirements.

The current MFMP is due to expire at the end of 2015.

Victorian State Government legislation requires that all municipalities with a grass or bushfire risk, prepare a MFMP.

The MFMP is a sub plan of the Manningham Municipal Emergency Management Plan (MEMM). The Plan is risk based, and has been developed using the principles outlined in the Integrated Fire Management Planning Framework (IFMP), IFMP Guidelines (2010), and the Guidelines for Municipal Fire Management Planning, Part 6A: Emergency Management Manual Victoria (EMMV 2011).

The MFMP is an integrated Plan, combining strategies and actions from Manningham City Council, the Department of Environment, Land, Water and Planning (DEWLP), Parks Victoria (PV), Country Fire Authority (CFA), Metropolitan Fire Brigade (MFB), VicRoads and other key stakeholders.

*Authority for this plan is derived from the Emergency Management Act 1986 (S21(5)). All agencies and organisations with responsibilities under the MFMP have endorsed the Plan, therefore confirming their capability and commitment to meeting their respective obligations as specified in the Plan.*

*This report seeks an extension of the expiry date to the current MFMP of two years and includes some minor updates as indicated in the report. This report also seeks endorsement by Council for the MFMP to make updates to the Appendix when required to keep the plan up to date.*

## 1 BACKGROUND

- 1.1 Adoption of the MFMP by Council, will be deemed to meet the requirements of a Municipal Fire Prevention Plan (MFPP), pursuant to s55A(1) of the Country Fire Authority Act 1958 (CFA Act), provided that it contains the provisions as set out in s55(A)2.
- 1.2 A MFPP must in accordance with the regulations:
- identify areas, buildings and land use in the municipal district which are at particular risk in case of fire;
  - specify how each identified risk is to be treated;
  - specify who is to be responsible for treating those risks;
  - identify all designated neighbourhood safer places in the municipal district or if no places have been designated, recording that fact;
  - designate any places in the municipal district that are community fire refuges; and
  - contain any other matter prescribed for inclusion in the Plan.
- 1.3 The Municipal Fire Management Planning Committee (MFMP) appointed by Council has representation from the following organisations Manningham City Council, MFB, CFA and Parks Vic/DELWP.
- 1.4 The role of the MFMP is to:
- identify and prioritise the risks and vulnerabilities across the municipal area;
  - reduce the likelihood and consequence of fire hazards within local communities;
  - manage local priorities relating to protection of communities and assets; and
  - develop and implement works programs for the management of fires, including:
    - hazard removal and fuel management;
    - community engagement activities;
    - identification of reliable water supplies;
    - encouragement of increased responsibility by the community;
    - consideration of planning across municipal boundaries; and
    - elevation of matters to the Regional Fire Management Planning Committee.
- 1.5 The preparation of the MFMP has involved the experience of agencies and authorities charged with responsibilities for fire management, local CFA brigades and community consultation. This collaboration has ensured the development of a holistic and integrated approach to fire management across all land users, and that the strategies adopted are based on technical skills, practical local knowledge and common sense. The MFMP has been prepared by the Manningham MFMP in accordance with the IFMP process and legislative requirements.

- 1.6 The Victorian Fire Risk Register (VFRR) is a mapping application that assists in bushfire risk management planning. It is a systematic process that identifies all assets at risk in the Municipality, assesses the level of risk and highlights the mitigation treatments currently in place along with the responsible agencies for implementing these treatments.
- 1.7 The Mutli agency action plan (Appendix B1) and the VFRR treatment plan (Appendix B2) address the fire management objectives of this plan. Actions and treatments have been devised towards preparing for, preventing, responding to and recovering from unplanned fires. Both the VFRR treatment plan and the Mutli Agency Action Plan are living documents. Periodic review and updates are required to review the risk, identify new risk and mitigation treatments.
- 1.8 The current MFMP 2012-2015 was adopted by Council in 2012.
- 1.9 The MFMP will be audited in accordance with s.55B of the CFA Act 1958, triennially, by the CFA's Fire Prevention Improvement Officer and this audit must assess whether the plan complies with the requirements of this Act and the regulations.

## 2 PROPOSAL/ISSUE

- 2.1 A working group of the MFMPCC comprising of representatives from Council, CFA and Parks Victoria met to discuss the required changes to the Plan and the VFRR to ensure it was up to date. It is proposed that Council approve the following updates to the MFMP as indicated in the table below.

2.2

Section of Plan	Updates
Part 1 - Introduction	No changes
Part 2 – Engagement and Communications	No changes
Part 3 – Summary of the Environmental Scan	Addition of : 3.7 – 2014 Warrandyte Fire
Part 4 – Municipal Fire Management Objectives	No changes
Part 5 – Risk Management Strategies	Addition of 5.9 – Manningham Council Incentives (this includes, garden waste vouchers, permit to burns, bundled garden waste etc)
Part 6 – Plan reporting and review	No changes
Appendices	A1 – Revised VFRR table A2 – no change A3 – no change B1 – Updated Multi agency works plan B2 – Addition of VFRR treatment works plan C1 – Council Hazard Tree program added C2 – No change C3 – No Change

	C4 – No Change D1 – Updated Community Engagement Plan D2 – No change D3 – No change E – Updated maps including VFRR
--	--

### 3 PRIORITY/TIMING

- 3.1 The existing MFMP is current until the end of 2015, therefore an extension is required to keep the plan 'in date' while the State Government develop the SFMP. The release of this plan will guide municipal plans to ensure they are aligned and complement these future directions.

### 4 POLICY/PRECEDENT IMPLICATIONS

- 4.1 The Council's fire prevention responsibilities are derived from the CFA Act and the Metropolitan Fire Brigades Act 1958 (MFB Act) which require Council to take all practical steps to prevent the occurrence of fires on and from land under its control.

### 5 BEST VALUE

- 5.1 The Council's fire prevention responsibilities are derived from the CFA Act and the Metropolitan Fire Brigades Act 1958 (MFB Act) which require Council to take all practical steps to prevent the occurrence of fires on and from land under its control.
- 5.2 Actions to be undertaken by Council are carried out with both internal and external resources (contractors), with due consideration of best value principles, including:
- quality and cost of services;
  - services being responsive to the needs of the community;
  - an approach of continuous improvement for services; and
  - regular consultation with the community on the services provided.

### 6 CUSTOMER/COMMUNITY IMPACT

- 6.1 Approval of the extension to the MFMP will:
- provide a community safety benefit to residents in high risk areas;
  - enhance the prevention and preparedness actions of the community; and
  - support greater community reliance; and
  - allow Council to meet legislative obligations.

### 7 COUNCIL PLAN/ MEASURE OF ACHIEVEMENT OF ACTION

- 7.1 Preparation and adoption of the MFMP is consistent with, and supports the following objectives and strategies contained within the Council Plan:
- Theme 2 - Enjoy and Protect Our Natural Spaces

- Goal 2.3 - We proactively seek innovative solutions to address the effects of climate change and work together to protect the environment.

## **8 FINANCIAL RESOURCE IMPLICATIONS**

- 8.1 There are no additional finance resources required.

## **9 REGIONAL/STRATEGIC IMPLICATIONS**

- 9.1 The MFMP is a sub Plan of the Manningham MEMP. It is closely aligned with the Victorian Government's IFMP. IFMP aims to achieve a consistent and effective means for fire management planning within Victoria, through a commitment to cooperation, including information sharing and the building of collective knowledge. IFMP operates at the State, Regional, Municipal and Local (in some areas) levels. Each level has different objectives, as follows:

### **State**

The State Fire Management Strategy 2009 provides the guidance for a combined and organised effort in lowering the risk of fire through cooperative principles in the State of Victoria.

### **Region**

The Eastern Metropolitan Regional Strategic Fire Management Plan (RSFMP) provides the risk management requirements and quantifies the need for planning at municipal level involving an all agency approach, while embracing the broader community and stakeholders.

### **Municipal**

MFMP's provide a consistent approach to fire management planning within the municipal area through commitment to cooperation, including sharing and building of collective knowledge and experience at the municipal level.

As the state is currently in the process of developing a new fire mitigation plan, Emergency Management Victoria (EMV) have requested that fire management planning committees await this release before undertaking a comprehensive review

## **10 CONSULTATION**

- 10.1 The MFMP has modified the current MFMP, and in doing so, has consulted with all relevant agencies, relevant Council service units and committees including the MFMP and the MEMP.
- 10.2 A consultant, Terramatrix, was engaged to develop an earlier iteration of the current Plan. Terramatrix are experts in wildfire risk management, including fire management planning and auditing, land use planning, post-incident analysis and research, training and strategic services.
- 10.3 The original draft Plan was posted on Council's online engagement website (whatmattersmanningham), advertised in the local media and at Council Offices and was made available at the Warrandyte Festival in order for the public to provide comment and submissions.

**11 COMMUNICATIONS STRATEGY**

- 11.1 A communications plan was developed to inform the community of the content of the plan and how to minimise the risk of unplanned fire in the community.

**12 CONCLUSION**

- 12.1 Changes to the MFMP have been developed by a working group of the MFMPC and have been endorsed by both the MFMPC and the MEMP at the August 7, 2015 meeting.
- 12.2 The modified MFMP will benefit the people of Manningham through coordinating the planning and implementation of measures necessary to minimise the occurrence of fire and to mitigate its impact on the community.
- 12.3 This report seeks endorsement of the changes to the MFMP and an extension to the Plan of two years while the state release the new planning guidelines. This will align Manningham with state and regional objectives as new fire planning guidelines are introduced across Victoria.

**OFFICER'S RECOMMENDATION**

That council

- (A) **Extend the life of the *Municipal Fire Management Plan (MFMP)* by two years until 31 December, 2017 while the State Government prepare and release new planning guidelines.**
- (B) **Adopt the updates to the Plan and Appendices as outlined in Section 2.2.**
- (C) **Endorse the Municipal Fire Management Planning Committee (MFMPC) to review and update the Appendices when required to keep the Plan up to date to ensure audit requirements are being met.**

**MOVED: DOWNIE  
SECONDED: KLEINERT**

**That the Recommendation be adopted.**

**CARRIED**

"Refer Attachments"

\* \* \* \* \*

Manningham  
Municipal Fire Management Plan

**Version Control**

Version	Date	Comments	Distribution
1	8 September 2011	First draft for discussion	Terramatrix, executive committee, State Fire Management Planning Support Team, Jon Boura
2	5 October 2011	Second draft with executive comments included	Terramatrix, Manningham MFMPC
3	24 October 2011	Third Draft	MFMPC Committee
4	4 May 2012	Fourth draft with changes from MFMPC.	MEMP Committee
5	26 July 2012	Fifth draft with changes from ERSFMP	MFMPC Committee
6	20 February 2013	Sixth draft for Community Engagement	What Matters Manningham Webpage
7	14 July 2014	Updated DSE to DEPI and associated website links	-
8	June 2015	Working group – Draft changes for extension	MFMPC committee



**Acknowledgements**

The Municipal Fire Management Planning Committee acknowledges and thanks all those that assisted in the development of this plan throughout the consultation process and those who supplied agency specific information for this publication.

Photos supplied by MFB, Manningham City Council, and ParksVic.

Designed and printed by Courtney – [www.courtneycolour.com.au](http://www.courtneycolour.com.au)

**Authorisation**

This Municipal Fire Management Plan was adopted as the first iteration of the Manningham Municipal Fire Management Plan, in partnership with the agencies listed below.

Include new authorisation sheet

Jamie Hansen  
Chair MFMPC & CFA Operations Officer District 13

Tony McCoy  
MFB Commander Community Resilience

Helen Napier  
Municipal Emergency Management Coordinator

Gavin Tyler  
Municipal Fire Prevention Officer

Mike Cusack  
Ranger in Charge Parks Victoria

Meg Downie  
Chair Manningham MEMPC

## Acronyms

BMO	Bushfire Management Overlays
BPA	Bushfire Prone Area
BPPP	Bushfire Prevention and Preparedness Plan
CERA	Community Emergency Risk Assessment
CERM	Community Emergency Risk Management
CFA	Country Fire Authority
CIG	Community Information Guide (formerly Township Protection Plans)
DEECD	Department of Education and Early Childhood Development
DHS	Department of Human Services
DPCD	Department of Planning & Community Development
DPI	Department of Primary Industries
DSE	Department of Sustainability & Environment
EMMV	Emergency Management Manual Victoria
EVC	Ecological Vegetation Communities
FDP	Fire Danger Period
FRV	Fire Ready Victoria
HAZMAT	Hazardous Material
IFMP	Integrated Fire Management Planning
MEMPC	Municipal Emergency Management Planning Committee
MERO	Municipal Emergency Resource Officer
MFB	Metropolitan Fire Brigade
MFMP	Municipal Fire Management Plan
MFMP	Municipal Fire Management Planning Committee
MFPC	Municipal Fire Prevention Committee
MFPO	Municipal Fire Prevention Officer
NSP	Neighbourhood Safer Places
ParksVic	Parks Victoria
PLR	Places of Last Resort
PPRR	Prevention, Preparedness, Response and Recovery
RSFMP	Regional Strategic Fire Management Plan
RSFMPC	Regional State Fire Management Planning Committee
SFMPC	State Fire Management Planning Committee
SFP	Special Fire Protection
TFB	Total Fire Ban
TFI	Tolerable Fire Intervals
TPP	Township Protection Plan (now called Community Information Guide)
UFRP	Urban Fire Risk Profiling
VBRC	Victorian Bushfire Royal Commission
VEMC	Victorian Emergency management Council
VFRR-B	Victoria Fire Risk Register - Bushfire
VICPOL	Victoria Police
VICSES	Victoria State Emergency Service
VPE	Vulnerable People in Emergencies

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## 1 Introduction

South-east Australia is one of the most fire prone areas in the world. Compounding factors such as recent drought, climate change and increasing population living in high risk areas put our communities at risk of being exposed to bushfire. The Black Saturday bushfires of February 2009 remain a constant reminder of why we should plan for unplanned fire events in the landscape.

Whilst careful attention needs to be given to the management of bushfire risk in Victoria, many lives are lost every year as a result of structure fires and other fire related incidents in our community. As such, this plan considers all fire hazards in the urban and rural environments.

Approaches to fire management need to be based on robust risk assessment processes. This plan includes an analysis of fire related risk and identification of relevant treatments for increased safety. It places emphasis on integrated sustainable management solutions across differing land tenures and land uses.

Effective and efficient fire management is built on past learning, continuous improvement and requires the commitment of all stakeholders with responsibilities for land and fire management and the welfare of all members of the community, particularly those vulnerable to the impacts of fire. As such Victoria's fire agencies play a significant role in supporting communities to build self-reliance and resilience.

The best results in fire management can be achieved through the empowerment of communities to make appropriate decisions in planning for and responding to the threat of fire in the landscape and in their homes and businesses.

### 1.1 Context

This Manningham Municipal Fire Management Plan (MFMP) will replace the current Municipal Fire Prevention Plan (MFPP) as new fire planning arrangements are introduced across the State of Victoria.

The Manningham MFMP is a sub plan of the Manningham Municipal Emergency Management Plan (MEMP). It is a significant part of the Victorian Government's Integrated Fire Management Planning (IFMP) process. IFMP aims to achieve a consistent and effective means for fire management planning within Victoria through a commitment to cooperation, including information sharing and the building of collective knowledge. IFMP operates at the State, regional, municipal and local (in some areas) levels. Each level has different objectives, these are as follows.

#### State

The State Fire Management Strategy 2009 provides the guidance for a combined and organised effort in lowering the risk of fire through cooperative principles in the State of Victoria.

#### Region

The Eastern Metropolitan Regional Strategic Fire Management Plan (RSFMP) provides the risk management requirements and quantifies the need for planning at municipal level involving an all agency approach, while embracing the broader community and stakeholders.

#### Municipal

Municipal Fire Management Plans (MFMP) provide a consistent approach to fire management planning within the municipal area through commitment to cooperation, including sharing and building of collective knowledge and experience at the municipal level.

This is done through the Municipal Fire Management Planning Committee (MFMPC) who work collaboratively to achieve the following planning outcomes:

- The implementation of common planning models and methodologies;
- Allocation of resources and accountabilities;
- Participation in common decision making through the committee process;
- Collaborative delivery of fire management activities; and
- Cooperative engagement.

The Manningham MFMP is a sub plan of the Manningham MEMP, is risk based and has been developed using principles outlined in the IFMP Framework (2010) and IFMP Guidelines (2010), and the Guidelines for Municipal Fire Management Planning, Part 6A: Emergency Management Manual Victoria (2011).

Critical to the success of IFMP is the ongoing building and maintaining of relationships across government, the private sector and the broader community. Participation, support and cooperative decision making by all these sectors working in collaboration to develop fire strategies, programs and plans for all types of fire risk, and meeting the needs of local communities are essential for effective implementation of IFMP.

The Manningham MFMP is an integrated plan combining plans from the Manningham City Council, the Department of Sustainability and Environment (DSE), Parks Victoria (ParksVic) Country Fire Authority (CFA), Metropolitan Fire Brigade (MFB) VicRoads and other key stakeholders.

### **1.2 Core membership of the Manningham Municipal Fire Management Planning Committee**

The Municipal Fire Management Planning Committee (MFMPC), appointed by the Municipal Emergency Management Planning Committee (MEMPC), has representation from the following organisations:

- Manningham City Council
- MFB
- CFA
- PARKS VIC/DSE

Advisory agencies may also attend to give their expert advice. These agencies may include:

- Victoria Police
- VicRoads
- DHS
- Melbourne water
- SPAusnet

The MFMPC has the following role:

- Identifying and prioritising the risks and vulnerabilities across the municipal area;
- Reducing the likelihood and consequence of fire hazards within local communities;
- Management of local priorities relating to protection of communities and assets;

- Development and implementation of works programs for the management of fires, including hazard removal and fuel management;
- Community engagement activities;
- Identification of reliable water supplies;
- Encouragement of increased responsibility by the community;
- Consideration of planning across municipal boundaries; and
- Elevation of matters to the regional fire management planning committee.

All agencies and organisations with responsibilities under the MFMP have provided written confirmation of their capability and commitment to meet their obligations as specified and agreed in the plan. The 'all agencies' aspect of Victoria's emergency management arrangements recognises however that all agencies; not just those MFMP members have a role in fire management and protecting the community from fire risk.

### 1.3 Authority for the plan and planning process

Authority for this plan is derived from the Emergency Management Act 1986 (S21(5)). In the country area of Victoria, a MFMP prepared and endorsed in compliance with the guidelines contained within Part 6A of the Emergency Management Manual Victoria (EMMV), will be deemed to fulfil section 55A of the Country Fire Authority (CFA) Act 1958.

The Council's fire prevention responsibilities derive from the *Country Fire Authority Act, 1958* and *Metropolitan Fire Brigades (MFB) Act, 1958* and are to take all practical steps (including burning) to prevent the occurrence of fires on, and minimise the danger of spread of fires on and from land under its control or management (*CFA Act, s.43; MFB Act, s.5 (1) (a)*).

The MFMP has replaced the Municipal Fire Prevention Committee (MFPC) which is constituted under s.54 of the *CFA Act* to undertake a range of functions including advising Council on the existence and management of hazards and making recommendations in the preparation of the Municipal Fire Prevention Plan (MFPP) (*CFA Act, s.55*). This plan is consistent with Action 1.1.7 of the Manningham Council Plan 2009-2013 and fulfils all legislative fire prevention requirements.

### 1.4 Plan endorsement, adoption and audit

This MFMP has been completed to the satisfaction of the committee. The MFMP and MEMPC have endorsed this MFMP.

After the MFMP was endorsed by the MFMP and the MEMPC, it was be sent to the Regional Strategic Fire Management Planning Committee (RSFMPC) for comment.

Following community engagement due to commence in early 2013 this MFMP will be recommended to Manningham City Council for adoption.

This MFMP adopted by council will be deemed to meet the requirements of a municipal fire prevention plan pursuant to s55A(1) of the *CFA Act*, provided that it contains the provisions as set out in s55(A)2. The MFMP will be audited in accordance to s.55B of the *CFA Act 1958*, triennially, by the CFA's Fire Prevention Improvement Officer.

### 1.5 Period of the plan

The Manningham MFMP has a three year planning cycle. It will be reviewed on a 12 monthly basis after the final adoption of the plan by Manningham MEMPC.



### 1.6 Plan review

The plan is reviewed and updated annually by the MFMP to ensure it meets community needs and expectations. This review takes into account works completed, environmental changes and any additional risks. Any significant changes to the plan should be approved by MFMP members and articulated through the MEMPC and Council.

This MFMP will be reviewed and amended as per the actions listed in the Multi Agency Action Plan Appendix B;

- Annually in association with the MEMP;
- Changes to the Victorian Fire Risk Register (VFRR) and the Urban Fire Risk Profiling (UFRP) tool data will be updated in the plan;
- The MFMP will review the implementation of the treatments applied to VFRR and UFRP tool identified risks by each agency (as appropriate);
- Requirement for additional or alternative treatments to mitigate identified risks will be assessed;
- Following significant incidents if required;
- As directed by the State or Regional Fire Management Planning Committees (SFMP or RSFMP's); and
- As required by legislation.

### 1.7 Summary of the plan preparation process

The Manningham City Council's former Municipal Fire Prevention Plan (MFPP) was developed using the principles of risk management, it was completed in September 2010 and has undergone review and consultation to ensure its relevance and that it meets community needs and expectations. The bulk of the programs within The MFMP have been reviewed and carried forward from the MFPP with more emphasis being placed on urban risk to truly reflect the overall fire risk within the municipal area.

The preparation of this MFMP has involved the experience of agencies and authorities charged with responsibilities for fire management, local CFA brigades and community consultation. This collaboration has ensured the development of a holistic and integrated approach to fire management across all land users, and that the strategies adopted were based on technical skills, practical local knowledge and common sense.

The Manningham municipal area is part of the Eastern Metropolitan Region and reports to the Eastern Metropolitan RSFMP that acts to ensure that any risks that cross municipal boundaries are treated in a seamless and consistent manner, regardless of land tenure.

This MFMP has been prepared by the Manningham MFMP in accordance with the IFMP process and legislative requirements. The seven stages (environmental scan, risk assessment, analyse, decide, publish, deliver, monitor & improve) are shown in Figure 1. Each of the stages guide the planning process the Manningham MFMP has followed and will continue to do so into the future.

The SFMP is due to release new fire planning guidelines in late 2015. It has been recommended by the EMV for Councils to extend the life of the plan to cover off that period until the State Mitigation Plan is released. For the plan to be maintained, it must be accurate and free of errors thus the need for an update of the current Plan.



Figure 1 – Integrated Fire Management Planning (IFMP) Process

## 2 Engagement and communications

The MFMPC is responsible for developing the Stakeholder and Community Engagement Plan, is committed to consulting with stakeholders and the community to develop and further inform fire management planning.

Valuing local knowledge and recognising the unique contribution communities can make to the fire planning process has guided the consultation program.

Effective community engagement and education is essential if the vision for the future of fire management in Victoria is to be achieved. This will occur through:

- active participation of community, the fire management sector and government, collaboratively working and planning together to reduce the destructive impact of fire on communities and the environment;
- communities that have greater resilience to the effects of fire;
- greater understanding of the fire sector within the community; and
- healthy, natural, social, built and economic environments.

The key principles guiding this communications and engagement strategy are transparency, openness and collaboration.

The opportunity to align fire planning consultation by key organisations including CFA, MFB, Manningham City Council, VICPOL, ParksVic, and DSE is a key objective of this process.

### 2.1 Community engagement

Community engagement is a high priority for all levels of government. Undertaking, effective community engagement is critical to assisting agencies and communities to better plan, prepare, respond and recover from bushfires.

A six-week community consultation program will commence in February 2013 (appendix D1).

Key elements being considered for this program include:

- community information sessions held in conjunction with Fire Ready Victoria (FRV) meetings targeting high risk communities in Manningham;
- workshops with Community Fire Guard Groups;
- inclusion of a cover letter with the distribution of the Community Information Guide;
- briefings with CFA brigade and volunteer members; and
- an online engagement program.

## 2.2 Communications

An extensive communications plan will support the consultation program and raise awareness among the general community about the role of the fire management planning in our community.

Key communications activities will include:

- media campaign and advertising of consultation program;
- direct mail to high-risk communities;
- distribution of flyers and posters through community networks;
- promotion through Manningham City Council, MFB, CFA, and ParksVic community networks; and
- direct invitation to key stakeholders.

## 2.3 Submissions

The community is invited to submit feedback in response to the MFMP. At the conclusion of consultation period the relevant agency together with the MFMP will review, assess and respond to community submissions and update this MFMP accordingly.

## 2.4 Stakeholder analysis

The production of the first iteration of Manningham's MFMP was put together by the MFMP made up of representatives from Manningham City Council, CFA, MFB and ParksVic.

As a sub-plan to Manningham's MEMP the MFMP was then put before the MEMPC for comment. This committee has broader representation including SES, DHS, DEECD and VICPOL.

An initial stakeholder analysis was carried out to identify relevant stakeholders and their level of participation in the MFMP planning process. These stakeholders were divided into three groups depending on their involvement in fire planning within Manningham;

- Primary – permanent MFMP members;
- Secondary – MEMPC members; and
- Tertiary – other agencies, organisations or community groups that could have valuable input towards to the MFMP

Stakeholder engagement and participation is an essential element of fire management planning.

Stakeholders are required to participate for a range of reasons, including (but not limited to):

- Legislative responsibilities in relation to fire management;
- Leadership;

- Provision of hazard expertise and technical advice;
- Subject to hazard impact – directly and/or indirectly;
- Land tenure and management arrangements;
- Expressed expectations; and
- Influence and/or support mitigation.

The stakeholders involved in fire management planning in the Manningham municipal area are listed in the Stakeholder matrix in Appendix D.2 (Manningham MFMP Stakeholder and Community Engagement Plan). The level of participation in IFMP at the municipal level is dependent upon the number and criticality of assets and level of responsibility they have in fire management.

This stakeholder analysis informed the development of the Stakeholder and Community Engagement Plan; which will develop a shared understanding of how communications will occur, when communications will occur and why communications will occur. This will increase efficiencies, reduce duplications and provide consistent messaging through the implementation of IFMP in the Manningham municipal area.

## 2.5 Communication and engagement principles

The Manningham MFMPC Stakeholder and Engagement Matrix (Appendix D.2) contained within the Stakeholder and Community Engagement Plan outlines the level of participation and information they will receive during the plan development, review and reporting phases of the planning and implementation process. This analysis is based upon the principles of International Association for Public Participation 2 (IAP2).

### **Inform**

Provide appropriate detailed and accurate information to assist stakeholders develop a shared understanding of the complexity of issues, alternatives and possible solutions.

### **Consult**

Utilise stakeholder expertise and diversity to obtain input into analysis, alternatives and develop key decisions.

### **Involve**

Work directly with the suite of key stakeholders throughout the various processes to ensure key issues and intent are understood and considered.

### **Collaborate**

Partner with key stakeholders in each aspect of decision-making. This includes the development of alternatives, the identification of contributions and priority actions with a clear understanding of the responsibilities of each stakeholder.

### **Empower**

Foster and promote transparent and accountable processes that allow each stakeholder organisation to empower themselves through key actions and the implementation of responsibilities.

Appendix D.3 uses these principles and presents the methods that will be used in stakeholder and community engagement.

## 2.6 Stakeholder communications objectives

The achievement of fire management objectives and the success of fire management outcomes will be dependent on effective communications in all planning and implementation phases. A communications plan for the MFMPC will be developed in future iterations of this MFMP. The objectives of this communications plan will be to:

- Build a collaborative approach to IFMP;
- Identify internal communication flows within organisations;
- Ensure that communication across agencies is effective in developing a shared understanding of the issues and key responsibilities and that all agencies deliver a consistent message to the community and their stakeholders;
- Build resilient relationships and sound networks between key stakeholders;
- Consult with communities so that local knowledge is captured in the planning process that this communication plan supports;
- Foster better communication and planning between the agencies and local communities; and
- Achieve greater consistency from all levels of government on key policy issues.

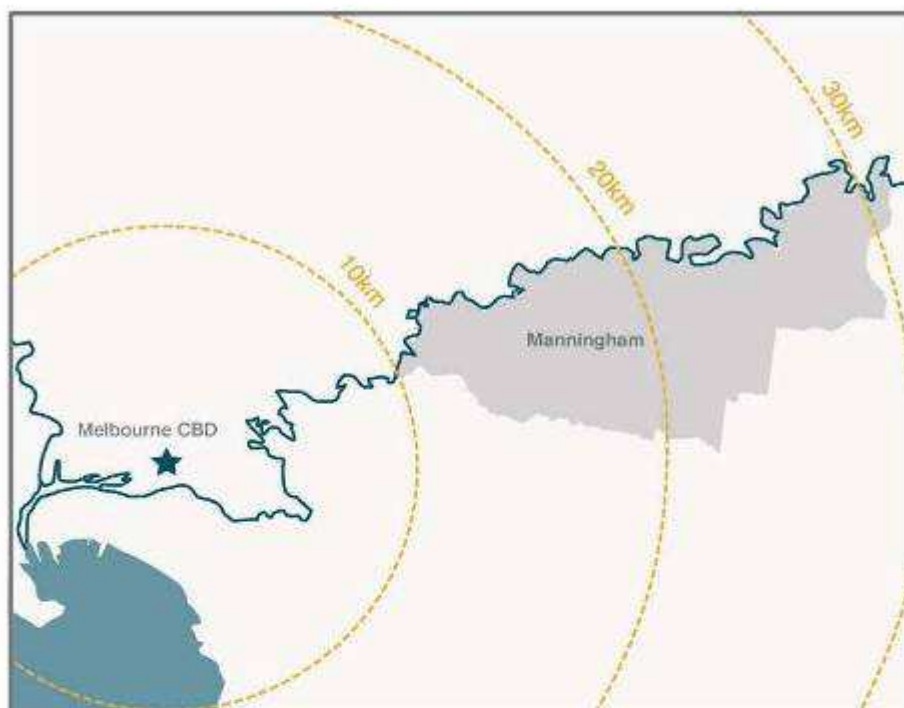
### **3 Summary of the Environmental Scan**

#### **3.1 Location**

The City of Manningham is located about 12 kilometres east of central Melbourne and covers an area of approximately 114 square kilometres (Map 1). The Manningham municipal area begins at the junction of the Yarra River and Koonung Creek in the west, which forms a natural boundary to the area, with the Yarra River to the north and the Koonung Creek to the south.

The municipal area is divided by the Mullum Mullum Creek and the Urban Growth Boundary into two distinct topographic areas. Land to the west of the Mullum Mullum Creek is highly urbanised, while land to the east is primarily semi-rural in character with vegetation contained in both public and private land and along riparian corridors. Residential development is largely focused in areas west of the Mullum Mullum Creek and includes the suburbs of Bulleen, Templestowe, Doncaster, Doncaster East, Donvale and Lower Templestowe. Residential areas located to the east of the creek are comprised of Warrandyte, Park Orchards and Wonga Park.

The Manningham MFMP recognises this diverse mix of environments and Manningham is often referred to as the municipality that encapsulates a "balance of city and country".



Map 1: Manningham Municipal Area

### 3.2 Natural environment

The natural environment and open spaces are important assets for Manningham residents and visitors. There are more than 1400 ha of parks, gardens and reserves, including the Yarra Valley Parklands and Warrandyte State Park, which contain numerous significant plant and animal species of state and national significance.

Manningham contains significant areas of indigenous vegetation that supports a diverse range of indigenous flora and fauna. Remnant indigenous vegetation has been identified, mapped and classified into a number of Biosites and assigned either National, State or Regional significance.

The vegetation in Manningham's fire risk areas consists predominantly of Box Stringybark Woodland on the slopes and hilltops and Manna Gum Riparian Forest along the valleys and creek lines (DSE Geospatial Data Library, 2003).

A significant amount of Manningham's biodiversity is located in the Manningham Green Wedge area and along the Yarra River corridor. Within residential areas in the west of the municipal area, the original vegetation was largely removed for orchards and agricultural use and is now replaced by a new tree canopy associated with maturing gardens that contributes to the character of these suburbs.

Predominant areas of bushfire planning interest cover most of the eastern half of Manningham's geographic area in the semi-rural Manningham Green Wedge landscape. The eastern section of the municipal area has significantly more vegetation than the west, which is highly urbanised.

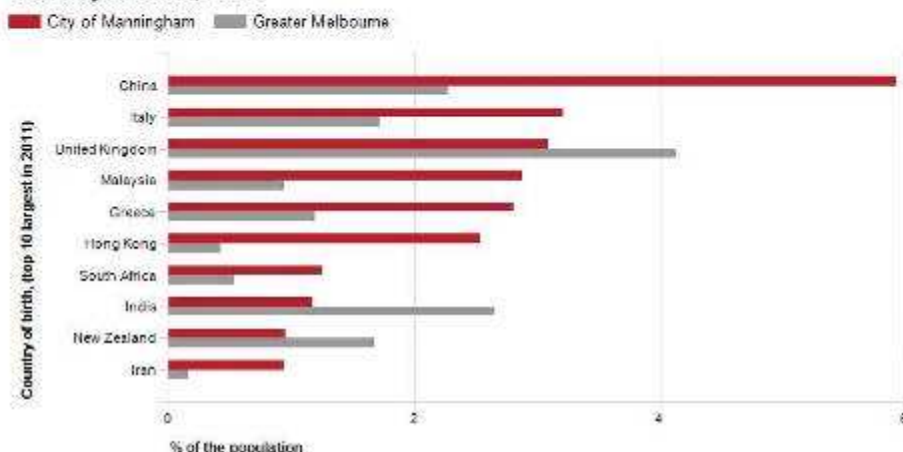
There are several clusters of small residential lots located in identified high risk bushfire areas. Due to the semi-rural dispersed lot pattern throughout the municipal area much of the eastern half of Manningham is susceptible to bushfires. Furthermore, areas at most bushfire risk are affected by vegetation, environmental and landscape-based overlays which seek to protect vegetation. There are also a number of single access roads and egress constraints, particularly at two bridge crossings of the Yarra River and through streets in the Warrandyte and Wonga Park areas.

### 3.3 Demographics

The current official population of Manningham is 116,958 (Australian Bureau of Statistics, 2011). Forming 42,000 households with a projected population of 120,000 by 2021. The population has increased 1.6% since 2006.

More than one third of Manningham residents were born outside of Australia with Italy, UK, Greece, China, Hong Kong and Malaysia being the major countries of origin.

#### Country of birth, 2011



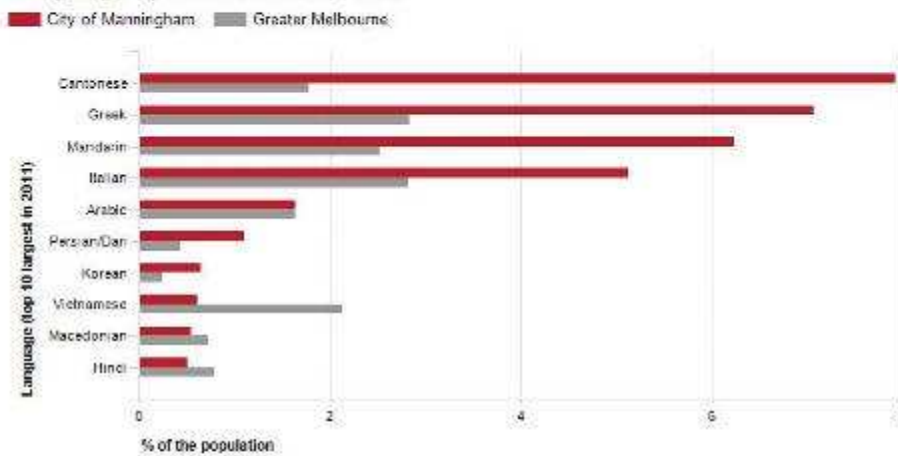
Source: Australian Bureau of Statistics, Census of Population and Housing, 2011 (Usual residence data). Compiled and presented by id, the population experts.



In the City of Manningham 39% of people speak a language other than English at home.



### Language spoken at home, 2011



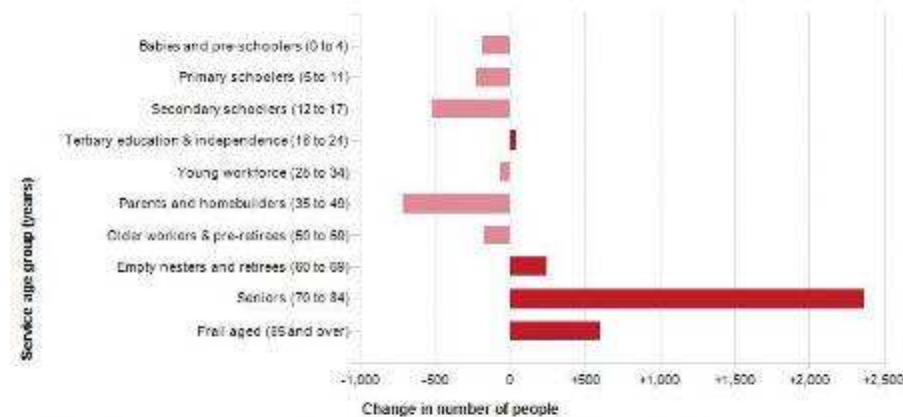
Source: Australian Bureau of Statistics, Census of Population and Housing, 2011 (Usual residence data)  
 Compiled and presented by .id, the population experts.



The Manningham population is ageing and by 2021 it is predicted that the proportion of residents aged over 65 will increase by 51%. The age group which is forecast to have the largest proportional increase by 2021 is 80-84 year olds which is forecast to increase by 98.1%. Manningham residents are amongst the healthiest and longest lived in Victoria indicating a good quality of life.

### Change in age structure, 2006 to 2011

City of Manningham



Source: Australian Bureau of Statistics, Census of Population and Housing, 2006 and 2011 (Usual residence data)  
 Compiled and presented by .id, the population experts.



For more information go to:  
<http://profile.id.com.au/manningham>

### 3.4 Fire management implications

#### Bushfire hazard

Manningham has a predominantly urban western half comprising the suburban living and major retail and commercial centres of Bulleen, Templestowe, Templestowe Lower, Doncaster and Doncaster East. Bushfire risk in this area is largely limited to public land along the Yarra River which runs along the northern boundary of the municipal area.

The eastern half of the municipal area is semi-rural and zoned as 'Rural Conservation' which also known as the Manningham Green Wedge. The east of the municipal area contains mostly larger rural residential properties, remnant agricultural properties, and significant bush blocks in Warrandyte, South Warrandyte, Wonga Park, Park Orchards and Donvale forming interface living and bush and parks precincts. The Yarra River forms the northern boundary of the municipal area with the dry forest and grassland of Nillumbik beyond. The landscape is typified by low hills (generally 130 -140 metres above sea level) with locally steep slopes and a series of creek valleys which meander north from the uplands in the south of the municipal area to the Yarra River. These include Ruffey Creek, Mullum Mullum Creek, Anderson Creek, Jumping Creek and Brushy Creek.

Under extreme fire danger conditions there is potential for a large established bushfire to enter the eastern part of the municipal area from the north. Equally a fire that starts in this part of the municipal area could grow rapidly and impact on hundreds of properties within the first few hours. Important State infrastructure such as electricity distribution lines run through these areas. There is potential for fire spread beyond Manningham into the Yarra Ranges and Maroondah municipal areas.

A key characteristic of the north eastern part of the municipal area is the prevalence of Burgan. Burgan is an erect shrub, normally two to five metres high, with small leaves and many small white flowers. It can invade and completely cover the area over time, potentially increasing fire hazard. Shrubby fuels like Burgan near houses can have an impact on the survival of houses during bushfires due to the effects of flame contact and radiant heat. Burgan also has high habitat and environmental values and is protected as an important native species. This vegetation type has been identified as a fire risk to the community in certain circumstances due to its volatile nature. High concentrations of Burgan that are located in areas close to residential properties are to be recognised as a specific hazard.

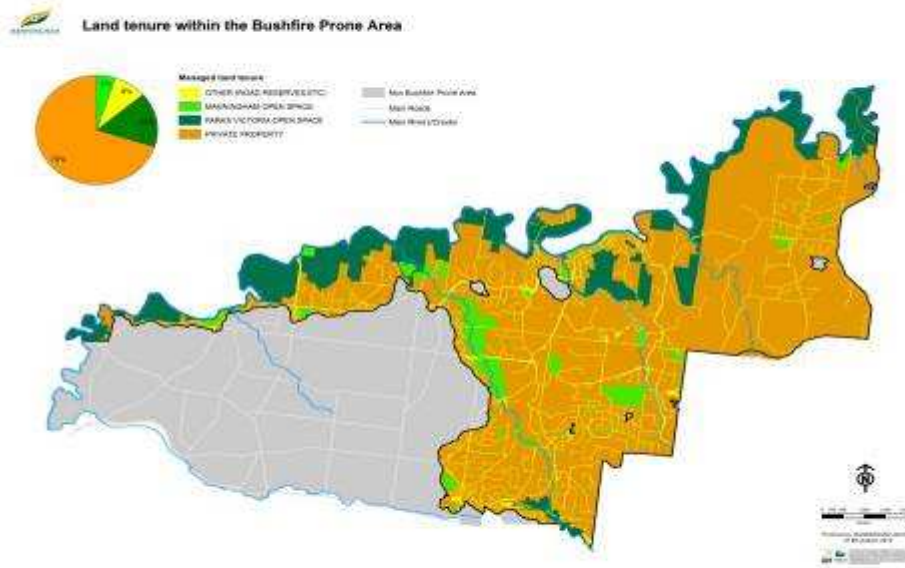
Another key characteristic of Manningham is the large areas of open space and the mix of urban and rural living. There are 9,841 hectares of private land, 1,415 hectares of parks and reserves and 197 hectares of other public land. Manningham encompasses nearly 20 square kilometres of open space, comprising more than 300 separate parks and reserves, and representing over 17% of the area.

These areas are valued for a multitude of reasons by different individuals and groups; however they also pose a bushfire risk. Application of fire management in these areas is an important responsibility of the land manager. A well established and properly maintained fuel break network helps protect high value assets and critical infrastructure vulnerable to damage by bushfire through direct flame, radiant heat, convection and ember attack. Asset protect zones assist in protecting assets in immediate risk of fire and numerous community education programs assist in developing informed, self-reliant and resilient communities that are better placed to manage the risk of fire in bushfire environments. Most of the Green Wedge area of Manningham also falls into a designated Bushfire Prone Area. From 2011 the Department of Planning and Community Development is responsible for declaring these areas.

Due to the extent of heavily treed landscapes and dispersed rural communities found across the eastern parts of Manningham, there is a large and scattered population living in heavily vegetated semi-rural environments. Many of these areas are covered by vegetation, environmental and landscape-based planning overlays, which seek to protect native vegetation.

Within these non-urban areas of the municipality, there are a number of streets with restricted access and egress. This is due to the pattern of existing roads (both minor unsealed access roads and major arterial roads), being predominantly single carriageways that follow the topography and landscape, in combination with extensive roadside vegetation. There are also broader community access concerns in Warrandyte, relating to the ability of primary road networks to accommodate the evacuation of an area's population during a fire event. These same concerns may result in emergency fire fighting vehicles and police being unable to respond in certain areas and under certain conditions.

Land tenure shown in Map 2 illustrates that over 70% of land within the Manningham BPA is privately held constraining the ability of agencies to directly manage vegetation in certain areas. It is therefore the role of agencies to influence property owners to undertake fire planning on their properties through initiatives like the CFA's Home Bushfire Advice Service and Community Fireguard and joint education campaigns before and during every fire season.



### Urban fire hazard

Residential fire risk is present throughout the municipality, whether in the township and suburban living precinct in the west or the interface living precinct areas to the east of the Mullum Mullum Creek. Council is encouraging high rise residential development up to 12 stories in height and there are already some examples in place on Doncaster Hill.

Manningham contains significant business and community activity centres including Doncaster Hill (incorporating Doncaster Shoppingtown) which is designated a principal activity centre; and The Pines, East Doncaster which is a major activity centre. There is potential for significant structure fires in such complexes which could impact upon large numbers of people.

There are also ten neighbourhood activity centres comprising Donburn, Tunstall Square, Jackson Court, Templestowe Village, Macedon Square/Macedon Plaza, Bulleen Plaza, Doncaster East/Devon Plaza, Park Orchards, Warrandyte Township and Warrandyte Goldfields.

There is little industry within Manningham and only a few remnant agricultural properties mainly in the east of the city. Industrial premises are confined to Bulleen, Templestowe and Doncaster and are generally light industry such as motor vehicle servicing, building and construction services and printing services.

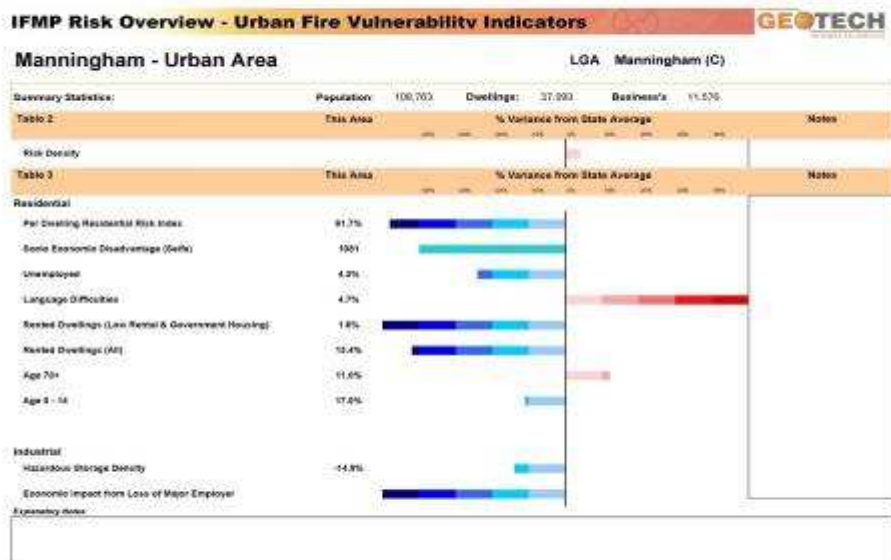
The risk from hazardous materials is confined largely to commercial premises including plant nurseries; to transport including the Eastlink tunnels; and service industries including the health and aged care, Aquarena, the City of Manningham works depot and SP-AusNet terminal station at Templestowe.

The Multi Agency Action Plan will be updated to address risk from structure fire in a future iteration of this MFMP once the Urban Fire Risk Profiling (UFRP) tool is developed and ready for use. Existing treatment works have been carried over from the MFPP as an interim measure (MCC 2002. Municipal Emergency Management Plan and City of Manningham Planning Scheme).

### Vulnerabilities

This plan considers vulnerability indicators in the urban environment through a process of comparison against state averages (Figure 2). There were a total of 10 indicators assessed including, residential risk, socio economic disadvantage, unemployed, language difficulties, rented dwellings (low rental & government housing), rented dwellings (all), age 70+, Age 0-14, hazardous store density and economic impact for loss of major employer. Of these only two indicators displayed a variance over the state average. Persons with language difficulties were found to be the most significant vulnerable group with those over the age of 70 also at risk from fire in the urban environment (Geotech Information Services, 2010).

Figure 2 - IFMP Risk Overview - Urban Fire Vulnerability Indicators



#### Implications for the Vulnerable People in Emergencies Program

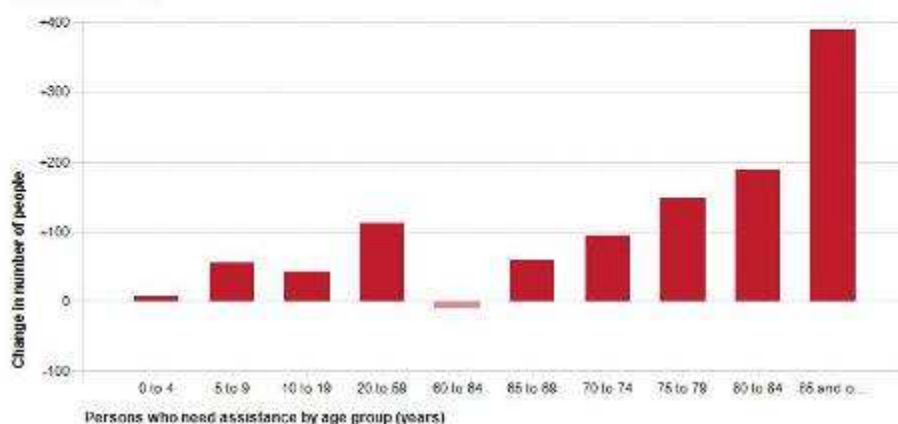
In regard to bushfire, the 2009 Victorian Bushfires Royal Commission recommended that MEMPs contain information relating to vulnerable people. The Manningham MEMP contains information about community organisations already working with vulnerable individuals at the local level and a register of facilities where vulnerable people are likely to be situated – for example aged care facilities, hospitals, schools and child care centres. Victoria Police is the lead agency responsible for facilitating evacuations of vulnerable persons.

5,021 people or 4.5% of the population in the City of Manningham report needing help in their day-to-day lives due to disability.

Need for assistance with core activities							
City of Manningham	2011			2006			Change
Assistance needed by age group (years)	Number	% of total age group	Greater Melbourne	Number	% of total age group	Greater Melbourne	2006 to 2011
0 to 4	46	0.9	1.0	38	0.7	0.8	+8
5 to 9	145	2.4	2.5	90	1.4	2.0	+55
10 to 19	218	1.5	2.0	175	1.2	1.5	+43
20 to 59	846	1.5	2.0	734	1.3	1.8	+112
60 to 64	225	3.2	6.1	236	3.3	5.6	-11
65 to 69	300	4.7	7.8	241	3.9	6.9	+59
70 to 74	441	8.0	11.6	346	7.7	10.7	+95
75 to 79	677	16.6	18.7	529	15.5	16.9	+148
80 to 84	822	28.0	28.9	633	28.1	27.9	+189
85 and over	1,301	50.9	48.4	911	46.4	46.9	+390
<b>Total persons needing assistance</b>	<b>5,021</b>	<b>4.5</b>	<b>4.5</b>	<b>3,933</b>	<b>3.6</b>	<b>4.0</b>	<b>+1,088</b>

### Change in need for assistance, 2006 to 2011

City of Manningham



Source: Australian Bureau of Statistics, Census of Population and Housing, 2006 and 2011 (Usual residence data).  
Compiled and presented by *id.* the population experts.



In Warrandyte - Warrandyte South there are 586 carers providing unpaid assistance to a person with a disability, long term illness or old age. There are 128 people recorded in the 2011 census that required assistance with core activities

Need for assistance with core activities							
Warrandyte - Warrandyte South	2011			2006			Change 2006 to 2011
	Number	%	Manningham	Number	%	City of Manningham	
Assistance needed by age group (years)							
Total persons needing assistance	128	2.2	4.5	112	1.9	3.6	+18
Total persons not needing assistance	5,576	95.1	92.3	5,617	94.0	92.3	-41
Not stated	157	2.7	3.2	247	4.1	4.1	-90
Total population	5,862	100.0	100.0	5,977	100.0	100.0	-115

(Australian Bureau of Statistics, Census of Population and Housing 2006 and 2011.  
Compiled and presented by *id.* the population experts).

For more information on Manningham demographics go to:  
<http://profile.id.com.au/manningham>



### 3.5 Specific risk locations

The Manningham municipal area contains a number of specific assets at risk from fire in both the urban and bushfire risk environments. These independent assets are listed separately from grouped assets covered by precincts, urban risk environments and vulnerabilities.

Assets at risk from bushfire have been identified through the Manningham MFMP and are listed in the Victorian Fire Risk Register (VFFR). The VFFR is a program that assesses risk systematically through the identification of assets at risk from bushfire. The VFFR identifies in particular, human settlement, transmission lines, schools, retirement villages, terminal stations, holiday parks, scout camps and community halls that are all deemed to be at risk from bushfire (Appendix A.1)

The Urban Fire Risk Profiling (UFRP) tool also provides a list of specific assets that are exposed to the risk of fire in urban environments across the Manningham municipal area. Detailed lists are contained in the UFRP, Manningham area and surrounds shown in Appendix A.2 (Geotech Information Services 2010).

A modified list that considers likelihood and consequence is included in Section 5.3 Fire Risk Management Strategies. Further work will be carried regarding specific assets in the urban environment in future iterations of the MFMP.

### 3.6 Future fire management implications

#### Doncaster Hill

Covering 58 hectares centred on the intersection of Doncaster Road and Williamsons/Tram Road in Doncaster, Doncaster Hill is set to be the civic heart of Manningham. The Doncaster Hill Strategy is a 20-year strategy adopted by Manningham City Council in February 2002. It is the City Council's response to increased demand for more appropriate, sustainable and diverse housing options that accommodate the municipal area's changing demographic and social needs. Doncaster Hill is envisaged to be a mixed-use sustainable urban village with a strong sense of place and a community-focused lifestyle. Through this strategy Council aims to alleviate concerns over urban growth spreading further into poorly serviced and more sensitive urban and non-urban areas, whilst capitalising on the accessibility, servicing and extraordinary views of the location. The strategy plans to attract 4,000 new residential apartments and five million extra visitors a year.

#### Manningham Green Wedge

Manningham's eastern areas are covered by vegetation, environmental and landscape-based overlays, which seek to protect native vegetation. The Manningham Green Wedge is one of 12 such zones in Victoria. These are areas of environmental significance where efforts are made to protect and enhance agricultural, environmental, historic, landscape or recreational values, or resources such as minerals or stone. A map of the Green Wedge is in Appendix E.

The Manningham Green Wedge includes parts of the non-urban suburbs of Warrandyte, Warrandyte South, Donvale, Templestowe and Park Orchards, and all of Wonga Park. To date, they have been protected from further subdivision by planning controls, in order to retain the rural character. Most of the Green Wedge area of Manningham also falls into a designated Bushfire Prone Area or Bushfire Management Overlay.

### Bushfire Prone Areas (BPA)s and Bushfire Management Overlay (BMO)s

Manningham residents can go online to find out if their property is within a designated Bushfire Prone Area. Go to: [www.land.vic.gov.au](http://www.land.vic.gov.au)

Bushfire Prone Areas (BPA) is a state wide building control. Specific bushfire construction standards apply in designated bushfire prone areas in Victoria. These bushfire construction requirements are aimed at improving bushfire protection for residential buildings.

Bushfire Management Overlay (BMO) is a state wide planning and building control. Areas in the BMO are areas that have the highest fire risk and are likely to be particularly exposed to the impact of bushfire. The suitability of new development (including subdivision) in these areas must be fully considered before it proceeds.

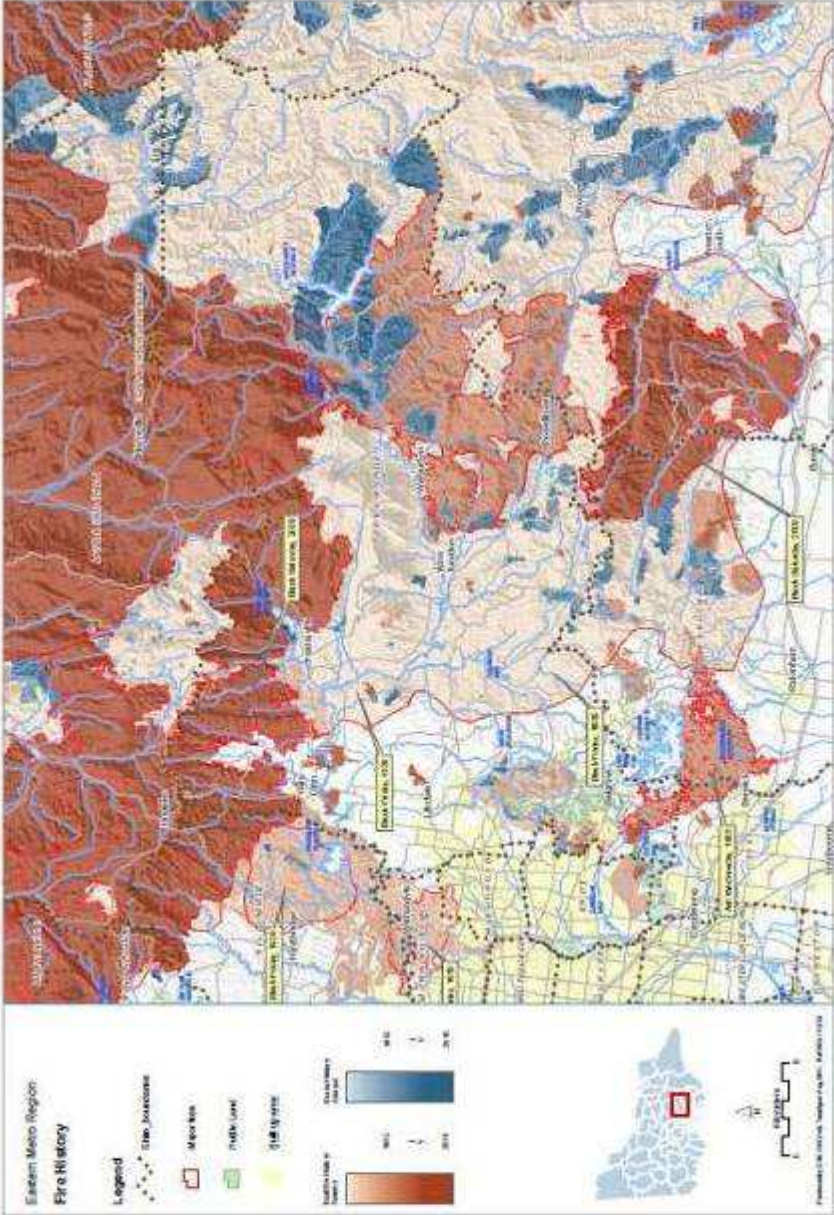
More information on the BMO planning scheme maps can be found online at: [www.dpcd.vic.gov.au/planningschemes](http://www.dpcd.vic.gov.au/planningschemes)

### 3.7 History of fire

Over the past 150 years there have been a number of major fires throughout the municipality, which have resulted in the loss of life and property. Bushfire seasons are generally restricted to the summer months during late December–February. The Fire Danger Period (FDP) was introduced to reduce the risk of fire, and usually enforced from late November to early April depending on weather conditions.

Month/Year	Fire name
2014	Flannery Court / Amergham Drive (Warrandyte)
1991	Pound Bend (Warrandyte)
1969	Diamond Creek through Research to Warrandyte;
1962	St Andrews through to Warrandyte, Wonga Park
1939	Black Friday
1851	Black Thursday

In common with surrounding municipal areas, Manningham has also experienced significant structural and residential fires in recent history. Unlike its neighbouring municipal areas, Manningham lacks large industrial areas.



INSERT REFERENCE: Map 3 Fire History of the Eastern Metropolitan Region

## 4 Municipal fire management objectives

Manningham MFMP chose to adopt some of the visions and values set out in Manningham City Council's 2009 Council Plan as their fire management objectives. Whilst linking into the overall visions and values of the Manningham City Council, they are also reflective of the key stakeholder agencies values and objectives for fire management.

### 4.1 Manningham MFMP objectives:

To effectively manage and reduce the risk of fire, with a view to protecting life and property and with due regard to the natural environment; and

To align and integrate existing fire management planning and practices across agencies and the community.

### 4.2 Purpose

The purpose of this MFMP is to benefit the people of Manningham by coordinating the planning and implementation of measures necessary to minimise the occurrence of unplanned bushfires, urban fires and incidents and mitigate their impact on the community.

Specific fire management objectives for the Manningham municipal area are:

- To reduce the occurrence of unplanned fires and incidents;
- To minimise the severity and impact of any fires and incidents on life, property and the environment in Manningham;
- To increase the preparedness and resilience of the community to fire and incidents; and
- To facilitate community recovery from any serious events, and to integrate fire management with broader emergency management planning in the City of Manningham.

This MFMP focuses on the prevention and community preparedness aspects of the above objectives. Response and recovery arrangements are found in the MEMP and agency operational plans.

The MFMP is a subcommittee of the MEMPC, with overlapping membership of the committees and the two plans reference each other as appropriate.

### 4.3 Aligning with the Eastern Metropolitan Regional Strategic Fire Management objectives

Each RSMPC across the state has responsibilities for setting regional objectives. This MFMP aligns with the Eastern Metropolitan RSFMP.

The Eastern Metropolitan RSFMP endorses the State vision:

Fire management in the Eastern Metropolitan Region that delivers:

- Active participation of community, the sector and government working together in fire management planning to reduce the destructive impact of fire on communities and the environment.
- Communities that are resilient to the effects of fire;

- Greater understanding of the fire sector within the community; and
- Healthy natural, social, built and economic environments.  
(IFMP State Fire Management Strategy 2009 p. 11)

The Eastern Metropolitan RSFMPC Mission is the RSFMPC's statement of intent:

*'Agencies of the Eastern Metropolitan region working together with communities to reduce the impact of unplanned fire.'*

The Eastern Metropolitan regional strategic fire management objectives were developed in line with the State fire management key themes: planning together; collaborative implementation; building knowledge; building capability; and using fire (State Fire Management Strategy, 2009, pp. 13-15).

The Eastern Metropolitan RSFMPC will work towards realising the vision and achieving their mission through the following seven key themes;

1. Committee becomes the driver (lead body) for fire management planning across the region.
2. Building and using knowledge.
3. Working with the community to manage fire.
4. Delivering cross tenure outcomes that address fire risk at a landscape and regional level.
5. Effective communications and marketing.
6. Continuous improvement.
7. Identifying and treating significant natural, social, built and economic environments at risk.

These key themes provided direction for the Eastern Metropolitan's RSFMPCs key themes and the objectives that specify how a particular area of concern will be addressed. The corresponding action or set of actions for each objective states how the objective is going to be achieved. This information is presented in the Eastern Metropolitan's RSFMPC Action Plan ([http://www.ifmp.vic.gov.au/images/plans/eastmetro/Eastern-Metro-Fire\\_Management-Plan-2011.pdf](http://www.ifmp.vic.gov.au/images/plans/eastmetro/Eastern-Metro-Fire_Management-Plan-2011.pdf)).

#### 4.4 Broader purpose of the Manningham Municipal Fire Management Plan

The primary aim of the fire management plan is to create greater community awareness and communicate fire management information more effectively. Ultimately, the Manningham MFMPC will share responsibility for implementing the strategies contained within the plan and create a safer municipal area through undertaking the following tasks:

- Ensure that plans and actions are in place (that responsible authorities are advised of actions which the committee deem necessary) for minimising the risk of an outbreak of fire or for suppressing any fire that may occur within the area (Section 55 of the CFA Act 1958);
- Develop programs that are relevant to the community;
- Measure fire safety outputs to assess the reduction in community vulnerability to fire;
- Engage community groups and businesses in ongoing dialogue about fire mitigation solutions including fire prevention activities; and

- Liaise with other agencies and committees to ensure integration and consistency of purpose.

#### 4.5 Strategic directions

The strategic direction of the Manningham MFMP aligns with the State Fire Management Strategy (2009) which articulates the vision of future fire management in Victoria as fire management that delivers:

- Active participation of community, the industry and government, working together in fire;
- Fire management planning to reduce the destructive impact of fire on communities and the environment;
- Communities that are resilient to the effects of fire;
- Greater understanding of the fire industry within the community, healthy natural, social, built and economic environments.

Also considered in the ongoing development of the fire management plan are the following broad strategy documents:

"Living with fire"-Victoria's Bushfire Strategy

<http://www.justice.vic.gov.au>

"Bushfire Safety Policy Framework", (Fire Services Commissioner)

<http://www.firecommissioner.vic.gov.au>

"Making Victoria Fire Ready", (Implementing Governments response to 2009 VBRC)

<http://www.cfa.vic.gov.au>

"National Strategy for Disaster Resilience", Council of Australian Governments

<http://www.coag.gov.au>

#### 4.6 Links to other business planning and programs

Important linkages are:

- The State Fire Management Strategy (2009)
- Eastern Metropolitan Regional Strategic Fire Management Plan (2011)
- Manningham City Council MEMP
- Manningham City Council, Bushfire Prevention & Preparedness Plan (BPPP)
- DSE Fire Protection Plan
- DSE Fire Operation Plan
- United Energy Bushfire Mitigation Strategy
- SP Ausnet Bushfire Mitigation Strategy
- Vic Roads – Roadside Fire management strategy
- Neighbouring municipalities fire management plans
- VFRR
- UFRP tool
- Hazard Tree/Electric Line Clearance Program

Other linkages occur through alignment to organisational business planning cycles, agreed data sharing protocols and common risk assessment methodologies.

## 5 Fire risk management strategies

Manningham MFMPC have developed and implemented this plan to reduce the number and the severity of fires within the municipal area with the aim of creating a safer community.

**\*\*ADD reference to Phoenix modelling and new municipal report\*\***

### 5.1 Risk identification

This plan assesses risk in accordance with the methodology described in AS/NZS ISO 31000:2009.

The MEMPC and MFMPCs have utilised tools based on ISO 31000: 2009 to inform this plan. These tools include:

#### Community Emergency Risk Assessment (CERA)

This is a method of managing Municipal wide risks. This process has identified Bushfire, structural fire and hazardous material release as being significant risks in Manningham. Further information can be found at: <http://www.ses.vic.gov.au/>

Victoria SES is currently reviewing and improving this process which in future will be known as Community Emergency Risk Assessment (CERA). Members of the Manningham MEMPC are involved in the development of this tool.

#### Road Bushfire Risk Assessment Guidelines (DSE, 2009)

The purpose of this guideline is to:

- Confirm road bushfire management objectives;
- Outline processes for assessing risk in regards to each objective;
- Determine the priority for bushfire mitigation works on particular roads; and
- Provide guidance on selecting appropriate risk treatments.

Further information can be found at:

[http://www.dse.vic.gov.au/\\_\\_data/assets/pdf\\_file/0010/135946/VicRoads-Bushfire-Risk-Assessment-Guideline.pdf](http://www.dse.vic.gov.au/__data/assets/pdf_file/0010/135946/VicRoads-Bushfire-Risk-Assessment-Guideline.pdf)

#### Roadside Vegetation Management for Bushfire Risk Mitigation Purposes (DSE, Feb 2012)

The purpose of this guideline is to assist VicRoads and local councils to determine if works involving the removal of native vegetation for bushfire mitigation are exempt from planning scheme requirements under clause 58.02 of the Victoria Planning Provisions (Roadside Works for Bushfire Purposes). The guideline is also designed to assist road managers to work through a risk assessment process as required by the new exemption.

Further information can be found on the Department of Sustainability and Environment website at <http://www.dse.vic.gov.au/>

#### Code of Practice for Bushfire Management on Public Land (DSE, Jun 2012)

The Code of Practice for Bushfire Management on Public Land establishes the framework for bushfire management (including planned burning and bushfire response) on Victoria's public land.

#### Victorian Fire Risk Register

The VFRR is a systematic process that utilises the expertise and local knowledge of a range of organisations and stakeholders in identifying locations and assets at risk from bush or grass fires, then assessing the level of risk and assigning a range of treatments to manage/mitigate the risk. Stakeholders include representatives from Manningham City Council, CFA, MFB, ParksVic, DSE, VICPOL, Melbourne Water and others.

Under the VFRR process, assets are grouped into several broad categories—*Human Settlement, Economic, Environmental and Cultural Heritage* and include residential and

commercial properties at risk of bushfire; key infrastructure such as transmission lines, communication towers and water storage facilities; and any environmental or cultural assets.

Asset Category	Asset sub-category
Human Settlement	Residential, Special Fire Protection, Other
Economic	Agriculture, Commercial, Infrastructure, Tourist & Recreational, Mines Commercial Forests, Drinking Water Catchments
Environmental	Locally Important, Endangered, Vulnerable
Cultural Heritage	Aboriginal Significance, Non Indigenous, Other

Under each category, locations and assets are identified and their level of risk assessed based on a range of inputs including proximity to flammable vegetation; vegetation type; slope, frequency of fires; and the probability of a fire igniting on an extreme fire danger day with a fire danger index rating of 100 or more.

The VFRR broadly considers the impact of ember attack on property. Embers mostly occur close to the source of a fire, and are the result of wind-borne burning vegetation being carried away from flames before it is fully combusted. Research has shown that embers will generally travel between 50 and 300 metres ahead of the fire front (McAnaney, J. and Chen, K, 2010) and in some cases embers capable of causing an ignition may travel up to two kilometres or more. However the impact on the more urbanised parts of the municipal area is minimal. Ember attack resulting in ignitions are more likely when communities are located within 200 metres of native vegetation/forest.

The primary output of the VFRR is a Bushfire Risk Register table. This contains the risk assessments for a specific location/asset with risk descriptors of low, medium, high, very high and extreme. The Register also assigns a priority risk rating to each asset to assist in prioritising risk treatments. The highest priority risk is given 1A rating, the lowest a rating of NA (Need for action is unlikely).

VFRR also provides a list of treatment/mitigation actions per each asset location (along with the responsible agency). Treatments may include prevention works such as fuel reduction burning, roadside vegetation management, grass slashing and property inspections or fire preparedness initiatives—such as development of personal bushfire plans, use of CFA's Home Bushfire Advice Service and provision of fire safety information through the media and the fire agencies during the summer fire season.

Complementing this work, VFRR output maps are available to inform and provide a spatial overview of localities with an identified bushfire risk. All this information is then compiled and inserted into a Multi Agency Action Plan, a live document detailing all agency works /treatments against the identified risks (Appendix B).

It is then the role of the MFMPC to review the Action Plan and determine if the risk ratings are appropriate or if new assets need to be identified and placed on the Register. It also considers all treatment/mitigation works to determine if they are suitable or if additional works need to be undertaken.

No one risk management tool or combination of tools will be enough to manage the fire risk in Manningham. Effective fire management will require the input of local knowledge attained from committee and community members. This plan displays the identification of risk in two ways. It addresses:

- Generalised risks that can be treated through numerous treatment programs targeting specific precincts or risk density locations in more urbanised areas; and



- A range of site-specific locations with treatments to reduce specific risks within the municipal area.

As Manningham is a municipal area that has both urban and rural environments it is important to consider all fire risks across the area. As such this plan uses precincts and the VFRR for bushfire risk assessment; and the UFRP tool for the assessment of urban risk and vulnerabilities.

Both of these risk assessment products:

- are generally consistent with the principles of ISO 31000;
- identify risk environments relevant to either the Urban or Rural environment;
- identify high risk locations through the differentiation of risk groupings or densities; and
- identify site specific locations requiring analysis and treatment application.

### 5.2 Precincts

The Manningham municipal area contains a number of precincts. Precincts are a form of categorisation developed by CFA and based on logical, geographic descriptions of risk that encompass all land and development (CFA 2008). They provide consistent first level community risk assessment.

Six precinct types have been defined and are detailed in Table 2. Their relative susceptibility to the hazards of bushfire, structure fire and HAZMAT is shown in Figure 3. All of these precincts types, except for farming and rural living, are found in the City of Manningham. Their geographic distribution is shown in Map 4.

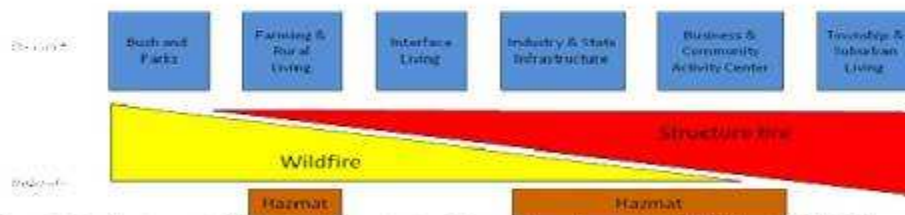
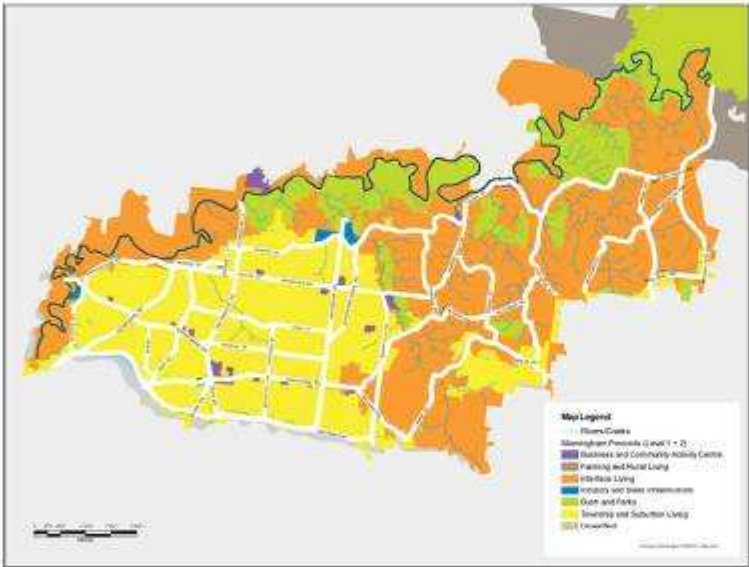


Figure 3 - Precinct susceptibility to bushfire, structure fire and hazardous materials incidents (CFA 2008).

Table 2 – Precinct descriptions

Precinct	Description
<b>Business &amp; Community Activity Centre</b>	Area with significant community functions such as commercial/retail, entertainment and recreation. It is commonly made up of the public assembly and commercial risk environments. Examples of these include, but are not limited to, shopping complexes, significant shopping strips, central business districts of large regional centres and transport terminals. Business and Community Activity Centre precincts provide the community with a significant employment function mainly in the retail, financial, government and non-government service sectors.
<b>Farming &amp; Rural Living</b>	This includes the agricultural risk environment and the natural risk environment where it interacts with farming or rural living areas. It covers all property that is used for the primary production of plant and animal material such as crops, pastures, softwood, hardwood and pulp plantations, plus associated structures such as hay, equipment, shearing, poultry and dairy.

	low-density housing and accommodation for live-in transient workers. It also includes the infrastructure used to support the precinct. The rural living component includes the farming community as well as those living in the rural environment and/or maintaining a farm for lifestyle purposes rather than as a source of income.
<b>Industry &amp; State Infrastructure</b>	Areas used for any part of the manufacture, assembly or production of a product, or the processing of either a primary and/or natural resource. Sites within this precinct type include, but are not limited to, industrial estates, factories, saw mills, warehouses, petrochemical depots, mining, quarries, refineries and power stations. It also contains the infrastructure used to support the precinct along with associated commercial enterprises such as trade supply outlets, mail centres and wholesale outlets where they are contained within the industry and state infrastructure precinct.
<b>Interface Living</b>	Areas where a predominantly urban population is situated directly adjacent to, or intermixed with significant areas of forest and scrub. The predominant focus is on the residential risk environment, where it intersects with the natural environment. However, it also includes the infrastructure to support the residential environment such as electricity transmission infrastructure and roads. Schools and commercial enterprises may also be included where their concentration is not sufficient to create a separate business and community activity centre precinct.
<b>Township &amp; Suburban Living</b>	Urban residential areas. Dwellings might include freestanding homes, flats, units and high-rise apartments. The precinct type includes housing estates, the suburbs of Melbourne and residential areas of provincial townships. It predominantly consists of the residential risk environment, but also includes the infrastructure used to support the precinct such as transport services, utilities/services, schools and isolated commercial enterprises (e.g. milk bars and service stations) where their concentration is not sufficient to create a separate business and community activity centre precinct. Is unlikely to have a significant bushfire risk.
<b>Bush and Parks</b>	Areas where the natural risk environment is predominant. In general these are large areas most likely to be inaccessible; however infrastructure such as roads, powerlines and dams may fall within the precinct. The number of structures and community activity locations such as camping grounds are minimal, although isolated dwellings or small remote hamlets may exist within the precinct. If there is a significant population, however, it may be better classified as an interface living precinct.



Map 4: Distribution of precincts in the City of Manningham (MFB area is Level 1, CFA area is Level 2).

#### Urban Fire Risk Profiling (UFRP) tool

The UFRP tool was originally developed for the MFB to assist in targeting community programs and risk reduction strategies along with assisting MFB with strategic planning and location of fire stations.

The State Fire Management Planning Committee (SFMP) has agreed to support further development of the UFRP so it can be used across the state for IFMP. The UFRP will be expanded to cover urban CFA areas. When available the Urban Fire Risk Profiling (UFRP) tool will provide a list of specific assets that are exposed to the risk of fire in urban environments across the Manningham municipal area. Detailed lists are contained in the UFRP, Manningham area and surrounds (Geotech 2010). A modified list that considers likelihood and consequence is included in the fire management treatments section of this plan.

The Urban Fire Risk Profiling (UFRP) tool will use a systematic process to identify the nature, degree and geographic distribution of urban risk throughout Victoria. It provides a consistent first level community risk assessment approach that provides a layer of information and mapping data specifically focused on urban fire risk. This tool can assist in the identification of potential risk and factors influencing vulnerabilities in the community however does not consider the likelihood of fire ignitions.

The UFRP tool will use a standard environment segmentation to assess fundamentally different risks; Table 2 explains the environments treatments can be applied to.

**Table 2 - Environment Segmentation Used for the UFRP tool**

Environment	Environment Includes
Residential	Houses, flats and apartments (single dwelling)
Residential (group)	Boarding houses, back packers, hostels, motels, hotels, caravan and tourist parks, serviced apartments
Commercial	Offices (private and public sector), retail
Industrial	Manufacture, wholesale, storage and waste
Infrastructure	Transport (non vehicle), power supply, water (fresh and waste), gas pipeline
Construction	Property under construction or redevelopment
Healthcare, Special accommodation	Aged care, bush nursing, correctional, disability services, medical services, mental health, private and public hospitals
Education, Community and Public Assembly	Childcare, schools, education, places of worship, function centres, museums, stadiums, cinemas, theatres
Transport	Vehicles

The UFRP tool contains a number of maps that reflect risk distribution and density in the aforementioned environment segments and vulnerability indicators such as socio-economic disadvantaged, rented dwellings, children aged 0-4, persons aged 70+ and those from culturally and linguistically diverse communities. It also provides point data that identifies specific buildings and hazardous materials storage sites that are deemed high risk. These maps assist stakeholders in choosing relevant treatments and delivering programs in the highest risk locations.

### 5.3 Risk assessment

This MFMP identifies fire, including structural and non-structural, as a risk and rates it extreme across the municipal area as a whole.

The Manningham MEMP identifies dangerous goods/hazardous materials as a risk and rates it Moderate across the municipal area as a whole.

This risk assessment (Table 3) focuses the assessment on each of the precinct types rather than on the municipal area as a whole. The risk posed by structure fire, hazardous materials incidents and bushfire to the safety of Manningham was assessed in terms of likelihood and consequence for each of the precincts. This provides a fire risk profile for the municipal area.

Qualitative risk analysis was conducted using the likelihood-consequence matrix contained in the *Emergency Risk Management - Applications Guide* (EMA 2000) produced by Emergency Management Australia, which is based upon *ISO 31000:2009 Risk Management – Principals and guidelines*.

All risks rated as moderate or above are explicitly addressed by strategies in this MFMP. This high-level risk assessment is complemented by a number of risk assessment tools that quantify and map the distribution of particular risks or hazards across the municipal area and which are used in more detailed targeting of individual treatment programs. These include the VFRR that details the risk from bushfire across the municipal area and the UFRP tool.

Table 3 – City of Manningham fire risk profile

Risk Environment		HAZARD		
		Bushfire	Structure Fire	HAZMAT
Bushfire Risk Environment (Precincts)	Township and Suburban Living	Low	Extreme	Moderate
	Interface Living:	Extreme	Extreme	Moderate
	Business and Community Activity Centres	Extreme	Extreme	Moderate
	Bush and Parks	Extreme	Low	Low
	Industry and State Infrastructure	Extreme	High	Moderate
Urban Risk Environments (URFP)	Residential	Low	High	Low
	Residential (Group)	Low	Extreme	Low
	Commercial	Low	High	Low
	Industrial	Low	High	Moderate
	Infrastructure	Low	Low	Moderate

-It is recognised that some parts of the Interface Living precinct in the east of the municipality include small 'life style' farms that demonstrate some characteristics of the Farming and Rural Living Precinct.  
 -The Extreme bushfire risk is limited to a small number of Business and Community Activity Centres set within the Interface Living Precinct or adjacent to Bush and Parks such as Warrandyte and Park Orchards.  
 -The risk to electricity transmission infrastructure from bushfire was rated as Very High in the Victorian Fire Risk Register due to a lower assessment of potential consequence from a disruption to the power supply.

	Construction	Low	Moderate	Low
	Healthcare, Special accommodation	Low	High	Moderate
	Education, Community and Public Assembly	Low	Moderate	Low
	Transport	Low	Low	Moderate
Vulnerabilities (VFRP)	Aged 70+	Extreme	Extreme	Low
	Language Difficulties	Extreme	Extreme	Low

5.4 Victorian Fire Risk Register – Bushfire (VFRR-B)

The VFRR-B is a systematic process that utilises the expertise and local knowledge of a range of professionals and stakeholders in identifying locations and assets at risk from bush or grass fires, then assessing the level of risk and assigning a range of treatments to manage / mitigate the risk. Stakeholders include representatives from Manningham City Council, CFA, MFB, ParksVic, and others.

Within each VFRR asset category are sub-categories listed in Table 4.

Table 4 - VFRR Asset Categories

Asset Category	Asset sub-category
Human Settlement	Residential, Special Fire Protection, Other

Economic	Agriculture, Commercial , Infrastructure, Tourist & Recreational, Mines Commercial Forests, Drinking Water Catchments
Environmental	Locally Important, Endangered, Vulnerable
Cultural Heritage	Aboriginal Significance, Non Indigenous, Other

Under each category, locations and assets are identified and their level of risk assessed based on a range of inputs including proximity to flammable vegetation; vegetation type; slope; frequency of fires; and the probability of a fire igniting on an extreme fire danger day with a fire danger index rating of 100 or more.

The primary output of the VFRR-B is a bushfire risk register (Appendix A1). This contains the risk assessments for a specific location/asset with risk descriptors of low, medium, high, very high and extreme. The Register also assigns a priority risk rating to each asset to assist in prioritising risk treatments. The highest priority risk is given 1A rating, the lowest a rating of NA (Need for action is unlikely). The tool also produces maps (Appendix E) that graphically illustrate where at risk assets are located.

Assets at risk from bushfire have been identified by work of the MFMPCC and are listed in the VFRR. The VFRR is a program that assesses risk systematically through the identification of assets at risk from bushfire. The VFRR identifies in particular human settlement, transmission lines, schools, retirement villages, terminal stations, holiday parks, scout camps and community halls that are at risk from bushfire (Appendix A).

#### 5.5 Community Information Guides (formerly Township Protection Plans TPPs)

Community Information Guides provide a planned response for both emergency services and the community to a bush/grass fire within close proximity to a township, which has the potential to impact on the local community. They provide township-specific information to enable residents/visitors and emergency services to make a quick, informed and planned response to a fire.

More information can be found at the CFA website: [www.cfa.vic.gov.au](http://www.cfa.vic.gov.au)

In the Manningham municipal area, the township of greater Warrandyte and surrounds is deemed as a high-risk community and therefore has a Community Information Guide.

The Warrandyte & North Warrandyte Community Information Guide is available online at:  
<http://cfaonline.cfa.vic.gov.au/mycfa/Show?pagelid=publicTownshipProtectionPlans#PR>



Further CIG's are being developed for Wonga Park and South Warrandyte as part of the ongoing municipal fire management planning process.

#### **5.6 Neighbourhood Safer Places**

Neighbourhood Safer Places- Places of last Resort (NSP – PLR) are an area or premises that may, as a last resort, provide some sanctuary from the life threatening effects of a bushfire (i.e. direct flame contact or radiant heat). Specific locations for NSP have been identified for the Manningham municipal area. This information is in Appendix C3.

For more information on NSP visit; [www.cfa.vic.gov.au](http://www.cfa.vic.gov.au)

#### **5.7 Community Fire Refuges**

A community fire refuge is a designated building open to the public that can provide short term shelter from the immediate life-threatening effects of a bushfire event. There are strict standards for the design and construction of community fire refuges, which have been incorporated into the Victorian Building Regulations.

Community Fire Refuge information is attached in Appendix C4.

#### **5.8 Hazardous trees**

The Electricity Safety Act 1988 (Victoria) (ES Act) Section 86 provides that a municipal council must specify:

- a) procedures and criteria for the identification of trees that are likely to fall onto, or come into contact with, an electric line (hazard trees); and
- b) procedures for the notification of responsible persons of trees that are hazard trees in relation to electric lines for which they are responsible.

The Hazardous Tree Plan is detailed in Appendix C.1.

This document outlines the management of municipal street trees within designated areas of both low and high bushfire risk.

### 5.9 Manningham Council Incentives

Manningham City Council provides the following incentives to assist property owners and residents in reducing the risk of bushfire to their property:

- a) Permit to burn – Council now issues permits to burn on properties greater than 2500 square metres that expire after 3 years. Allows property owners and residents to burn at all times of the year provided the fire danger period is not in place and provided that the fire danger rating is low/moderate or high.
- b) Green Waste Vouchers – properties located in the bushfire prone area are entitled to four green waste vouchers which entitle the bearer to free green waste disposal. These vouchers are valid in the period to the lead up of the fire danger period.
- c) Bundled Green Waste – Council now allows residents to swap their two hard waste on call pick ups for bundled garden waste collection.
- d) Garden Waste Bins – extra bins available from Council at approx \$170 per year.

## 6 Plan reporting and review

### 6.1 Plan endorsement and adoption

The MFMP shall draft a MFMP and seek endorsement, by signature, of the draft plan from the committee and, where appropriate, non-committee members with responsibilities and accountabilities under the plan. Following this process, the MFMP will recommend the MFMP to the MEMPC for endorsement. Once endorsed by the MEMPC, the plan will be sent to the Eastern Metropolitan RSFMP for comment, prior to recommendation to the Manningham City Council for adoption.

The MFMP as adopted by Council, will be deemed to meet the requirement for a municipal fire prevention plan under s. 55A(1) of the Country Fire Authority Act, provided that it contains the provisions as set out in s. 55(A)2. For other councils, audit arrangements will be determined prior to the initial audit of the MFMP.

### 6.2 Plan audit and review

The plan has a three year lifespan based on current audit requirements contained within Section 55B of the CFA Act. It is acknowledged that the audit process and planning cycles may change as the IFMP framework and planning processes evolve.

### 6.3 Reporting on plan outcomes

Ongoing monitoring and annual review is essential to ensure that the MFMP remains relevant and up to date. The Multi Agency Action Plan will be a standing agenda item at MFMP meetings and will be reported on biannually by agencies to the MFMP as ongoing treatment works are completed. The half yearly reports will then be presented to the Eastern Metropolitan RSMPC.

This MFMP will be reviewed and amended:

- Following significant incidents, if required;
- with changes in local demographics and local risk;
- as directed by the State or Regional Fire Management Planning Committees; and
- as required by legislation.

## Appendices

**A.1 Victorian Fire Risk Register – Bushfire (VFRR-B)**

CFA (2014) Victorian Fire Risk Register, Manningham City Council.  
(need to include appendix of what treatments mean)

Asset name	Asset Location	VFRR Map Ref.	VFRR Risk	VFRR Priority
<b>Human Settlement - Residential</b>				
Gold Memorial	Warrandyte	43011	Extreme	1B
Pound Bend	Warrandyte	43012	Extreme	1B
Winter CRT	Warrandyte	43017	Extreme	1B
Stane Brae	Wonga Park	43019	Extreme	1B
Scotchmans Hill/Webb Street	Warrandyte	4351762	Extreme	1B
Clifford Drive	Wonga Park	4351764	Extreme	1B
Brysonis/Yarra Road	Wonga Park	Proposed		
Whipstick Gully	Warrandyte	4351763	Very High	2A
Mullum Mullum Linear	Donvale	4351765	High	3A
Currawong	Donvale	43013	Very High	2A
Haslam's Track/ Hillcrest Road	Warrandyte South	43041	Very High	2A
100 Acres	Park Orchards	43014	High	3A
The Domain	Templestowe	43015	High	3A
Mullum Mullum South	Donvale	43016	High	3A
Brushy Park and Holloway RD	Wonga Park	43028	Medium	4
Alexander RD	Warrandyte	43045	Medium	4

Candlebark Park	Templeslowe	43049	Medium	4
<b>Human Settlement - Special Fire Protection</b>				
Clifford Park Scout Camp	7 Clifford DR, Wonga Park	43001	Extreme	1B
Melbourne Christian Fellowship	70 Holloway RD, Wonga Park	43004	Extreme	1B
Yarra River Bank	Warrandyte	43020	Extreme	1B
Lower Homestead RD - Yarra River	Wonga Park	43023	Extreme	1B
Discovery Holiday Park - Crystal Brook	182 Warrandyte RD, East Doncaster	43031	Extreme	1B
Yarra Brae Horse Trails	Yarra Brae	43039	Extreme	1B
Jumping Creek Reserve	Warrandyte State Park	43046	Extreme	1B
Time Out Childcare Centre	100 Deep Creek RD, Doncaster East	43053	Extreme	1B
Whitefriars College	156 Park RD, Donvale	43008	Very High	2A
Wonga Park Cricket and Tennis Club	Launders AVE, Wonga Park	43025	Very High	2A
The Village Centre Shops	Wonga Park	43026	Very High??	2A (needs reassessment)
Yarra Street Shops	Warrandyte	Proposed		
Goldfields Plaza	Warrandyte	Proposed		
Wonga Park Community Hall	Old Yarra RD, Wonga Park	43027	Very High	2A
Warranvale Retirement Home	314 Reynolds RD, Donvale	43032	Very High	2A
Donvale Christian College	155 Tindals RD, Donvale	43033	Very High	2A
Andersons Creek Primary School	Drysdale RD, Warrandyte	43036	Very High	2A
Warrandyte Primary School	Forbes ST, Warrandyte	43037	Very High	2A
On Luck Chinese Retirement Village	Tinsdale Rd, Warrandyte	43042	Very High	2A
Warrandyte Child Care Centre and Preschool	2 Masonic AVE, Warrandyte	43044	Very High	2A

Kellybrook Winery and Restaurant	Wonga Park	43047	Very High	2A
Pound Bend Picnic Ground	Warrandyte	43050	Very High	2A
Alfreds Homestead	Warrandyte-Ringwood RD, Warrandyte	43055	Very High	2A
Potters Receptions	Warrandyte	43056	Very High	2A
Warran Glen Nurseries	Warrandyte-Ringwood RD, Warrandyte	43057	Very High	2A
Wonga Park Primary School	Dudley RD, Wonga Park	43002	High	3A
Wonga Park Community Centre	Wonga Park	43003	High	3A
Longridge Camping Ground	Warrandyte	43051	High	3A
Warrandyte South hall	58-64 Hall RD, Warrandyte South	43005	Medium	4
Coptic Orthodox Diocese Melbourne HQ	Park RD, Donvale	43058	Medium	4
St Annes Primary School	80 Knees RD, Park Orchards Cnr Warrandyte and Alexander RD, Warrandyte	43006	Low	NA
Warrandyte HS	Cnr Warrandyte and Alexander RD, Warrandyte	43030	Low	NA
Park Orchards Primary School	Bowmore AVE, Park Orchards	43034	Low	NA
Park Orchards Kindergarten and MCH	570 Park RD, Park Orchards	43035	Low	NA
Warrandyte and District Preschool	2 Taroon AVE, Warrandyte	43052	Low	NA
Gumnut Gully Preschool	Larnoo DR, East Doncaster	43054	Low	NA
Carey Grammar	9 Era Ct Donvale	4351624	High	3A
Beasley's Nursery	195 heidelberg Rd Warrandyte	4351768	High	3A
Burch Family Memorial Preschool	Old Yarra Rd Wonga Park	4351889	High	3A
Wonga Park Community Collage CC Centre	Lot 51 Old Yarra RD	4351890	High	3A
Park Orchards Learning Centre	570-572 Park RD, Park Orchards	4351891	Low	N/A

Warrandyte Neighbourhood House	166-178 Yarra ST, Warrandyte	4351626	Very High	2A
Anderson Creek Primary	Drysdale Rd Warrandyte	4351892	Very High	2A
<b>Economic - Agricultural</b>				
Kellybrook Winery	Fulford RD, Wonga Park	43206	Medium	4
<b>Economic - Infrastructure</b>				
Templestowe Terminal Station	East Doncaster	43201	Very High	2A
ROTS-TSTS 220KV Transmission Line	Templestowe	43214	Very High	2C
Ringwood Warrandyte RD	Ringwood to Warrandyte	43217	Very High	2C
ROTS-TTS 220KV Transmission Line	Warrandyte	43221	Very High	2C
ROTS-SMTS 500KV Transmission Line 3	Warrandyte	43222	Very High	2C
TSTS-TTS 220KV Transmission Line	Doncaster	43212	Low	NA
East Link	Frankston to Mitcham	43218	Medium	4
Warrandyte Fire Station	Warrandyte RD, Warrandyte	43208	Low	NA
South Warrandyte Fire Station	South Brumbys RD, Warrandyte	43209	Low	NA
<b>Economic - Tourist and Recreational</b>				
There are no listed assets in Manningham for this category				

Environment - Locally Important				
There are no listed assets in Manningham for this category				
Cultural - Non Indigenous				
Portville	Warrandyte	43601	High	3A
Heidi I and II	7 Templestowe RD, Bulleen	43603	High	3A
Solar House*	Rosco DRV, Templestowe	43604		
Pound Bend*	Pound Bend RD, Warrandyte	43605		
Former Naughton House and Rifle Factory*	Hutchinson AVE, Warrandyte	43606		
Inge and Graham King House*	Drysdale RD, Warrandyte	43607		
Former Warrandyte Wine Hall*	Yarra St, Warrandyte	43608		
Westefolds Homestead	Templestowe	43608	High	3A
Wenlo*	Atkinson ST, Lower Plenty	43610		
Friedensruh*	Waldau CRT, Doncaster	43611		



Emergency Water Supply	Emergency water supply and maintenance for fire fighting purposes, including water catchments and policy.		
		Government Agencies	408
		DEPI	411
		LGA	412
		MELBOURNE WATER	430
		Other	443
Emergency Management Plan (EM)	Established framework for the effective handling of emergencies and/or disaster.		
		Utility	409
		DEECD	407
		CFA	408
		Other	409
		LGA	410
		PIV	441
Fire Access Roads and Tracks	Establishment of constructed and maintained roads, bridges and tracks to allow safe passage for firefighting vehicles.		
		LGA	413
		CFA	415
		PIV	415
		DEPI	418
		Utility	445
		MELBOURNE WATER	443
Traffic Diversion Plans	Establishment of an appropriate traffic flow, through traffic management in the community and appropriate access and egress for property and business owners.		
		VIC POL	417
		VIC ROADS	418
		LGA	419
Township Protection Plans	Planned response for both emergency services and the community to a bushfire within close proximity to a township, which has the potential to impact on the local community.		
		CFA	420
Fire Operations Plan	Proposed fire prevention activities.		
		DEPI	423
		Utility	441
Public Land Management Plans	Each year a statewide program of activities is planned, completed and evaluated to continue progress towards achieving natural values objectives.		
		DEPI/PIV	424
		LGA	441
Community Activities/Planning	Local based planning/community groups who repair and manage natural resources for the event of a bushfire.		
		DEECD	421
		LGA	422
		Community Groups	425
		CFA	433
Event Management Plan	Emergency management planning of events that occur in the Fire Danger Period (FDP).		
		LGA	432
Fire Refuge	A protected fire refuge for the use as a last resort under direct fire attack.		
		Other	435
		LGA	438
Bushfire and Emergency Self Assessment	Develop a more detailed understanding of the bushfire risk to your school.		
		DEECD	438
<b>PROPERTY PLANNING (SW SERIES)</b>			
Wildfire Management Overlay	Planning referral for new subdivisions, buildings and works that involve population. Applies conditions for access, Water Supply, Buildings/ Works and Vegetation Management.		
		LGA	500
		Utility	502
Agreements	Acts and agreements for Rural Residential Areas.		
		LGA	501
<b>OTHER (W SERIES)</b>			
Asset Specific Treatments	Municipal Spec for plan (details can be found in the VFRR Document).		
		All Agencies	700
<b>TO BE IDENTIFIED (W SERIES)</b>			
To be identified	Treatments to be identified.		
			800

**A.2 Structure Fire Risk Management Register**

A Structure Fire Risk Management Register will be included in a future iteration of this plan once the UFRP tool is developed and ready for use. The UFRP data presented in this appendix is from the 2013 Geotech report.

Manningham		Higher Risk Facilities - Residential (Group Accommodation)				
Facility Type	Name	Address	Suburb	Postcode	Estimated Date	Map Reference
Service Apartments	Edman South Lodge	48 Koro-Puglica Rd	Edman	3005	0	2265
Bed & Breakfast/Guest House	Warrandyte Golffields O & B	1 S Whipsnade Gully Rd	Warrandyte	3113	0	228-0
Bed & Breakfast/Guest House	Kendra Cottage	36-45 Tilt Dr	Warrandyte	3113	0	23411
Bed & Breakfast/Guest House	A Tasset Manor	55 Juppberg Creek Rd	Worrigah	3115	0	24211
Bed & Breakfast/Guest House	Jacqui & John's Bed & Breakfast	3 Invalence Crt	Worrigah	3115	0	24211
Service Apartments	Australian Home Away	18 Reserve Rd	Worrigah	3115	0	2465
Bed & Breakfast/Guest House	Ballena Bed And Breakfast	37 Coomera St	Rushey North	3104	0	152-12
Bed & Breakfast/Guest House	Moat Place	10 Moorpark Dr	Lower Templestowe	3107	0	3329
Bed & Breakfast/Guest House	A Ann Kasaburka Corner Bed & Breakfast	19 Union St	Templestowe	3106	0	3303
Hotel/Motel/Tourist Resort	Adorn International Serviced Units	2 Anne Crt	Doncaster	3108	0	39211
Lodging Home	Larwood Home	111-141 Lakeside - Warrandyte Green	Warrandyte	3113	0	47-3
Hotel/Motel/Tourist Resort	Havelka Estate	485 Warrandyte-Regisford Rd	Warrandyte	3113	0	3525
Camp	Haven Conference Centre	70 Holloway Rd	Worrigah	3115	0	3685
Hotel/Motel/Tourist Resort	Mild	845A-855 Doncaster Road	Doncaster	3108	4	4761
Hotel/Motel/Tourist Resort	Tourist Resort Complex	604-610 Middleborough Road	Donkum North	3100	0	4714
Hotel/Motel/Tourist Resort	Motel	804-808 Doncaster Road	Doncaster East	3109	0	4811
Service Apartments	Fully Furnished Accommodation	21 Munda Dr	Donvale	3111	0	4713
Hotel/Motel/Tourist Resort	Tourist/Motel Complex	884-877 Whitmore Road	Wentworth	3122	0	4909
Boarding House/Motel/Backpacker/Motel		209-211 Warrandyte Road	Pinewood North	3124	0	4912



Manningham		Higher Risk Facilities - Health Care & Special Accommodation				
Facility Type	Name	Address	Suburb	Postcode	Estimated Risk	Map Reference
Ageed Care	Van Bank Gardens Retirement Village	25-49 Mulbarton Road	Vanbank	3395	0	22F12
Disability Services	Disability Services	2284 Carl Brown Rd	Lower Plenty	3093	10	21E10
Ageed Care	Charnworth Terrace	432-432 Main Road	Lower Plenty	3093	0	21F10
Mental Health	Aspin Health	630 77 Fawcett Street	Hazelburg	3094	0	31K4
Mental Health	Aspin Health	630 77 Fawcett Street	Hazelburg	3094	0	31K4
Mental Health	Aspin Health	630 77 Fawcett Street	Hazelburg	3094	0	31K4
Mental Health	Aspin Health	630 77 Fawcett Street	Hazelburg	3094	0	31K4
Ageed Care	Homes & Links		Hazelburg	3094	0	32A3
Mental Health	Aspin Health		Hazelburg	3094	0	32A3
Ageed Care	Calvary Health - Frs. The Elderly	3600-0 180 Lower Heidelberg	Hazelburg	3095	0	32B1
Ageed Care	The Monashwood Residential Aged Care		Hazelburg	3095	0	32B1
Ageed Care	MV Ryan		Stuyvesant	3101	0	32E10
Ageed Care	Leighton (Nursing) Home	1 Templestowe Road	Culleen	3105	10	32C3
Disability Services	Disability Services	10 Yarrabee Pl	Culleen	3105	5	32C3
Disability Services	Disability Services	70 Lawsonian St	Dalbyn North	3104	5	32G11
Disability Services	Disability Services	75 Wylie Road	Bullock	3105	0	32H11
Disability Services	Disability Services	2146 Jamies St	Bullock	3105	0	32H11
Disability Services	Disability Services	32 Hillyards Lane	Darwin	3104	0	32J12
Ageed Care	Overseas	226 Overstowe Drive	Templestowe Lower	3107	24	32F4
Ageed Care	Templestowe Manor	2 Thompson Road	Lower Templestowe	3107	0	32F7
Ageed Care	Erwinia Aged Care	11 Ouse St	Templestowe Lower	3107	0	32F4
Ageed Care	Ayco - Templestowe	410-410 Thompson Road	Lower Templestowe	3107	40	32E8
Ageed Care	Donnells Gardens	7 Oberon Avenue	Templestowe Lower	3107	50	32E9
Day Procedure Centre	Manningham Day Procedure Centre	220 High Street	Lower Templestowe	3107	13	32E9
Ageed Care	Donovan Meadows Lodge	336 Manningham Road	Doncaster	3108	16	32D10
Ageed Care	Manningham Centre	371 Manningham Road	Doncaster	3108	10	32D10
Ageed Care	Blue Cross - Ability	35 - 35 Ashford Street	Lower Templestowe	3107	10	32E8
Ageed Care	Southern Cross Ccp - Ocular Care	15 Herby Road	Lower Templestowe	3107	10	32E9
Ageed Care	Templestowe Pioneer Village	10 Herby Road	Templestowe	3109	12	32D9
Disability Services	Disability Services	2 Torr St	Doncaster	3108	0	32D11
Ageed Care	Woodbine-Templestowe House	6145 Porter Street	Templestowe	3108	45	32E3
Disability Services	Disability Services	6 June Court	Templestowe	3108	6	32E5
Disability Services	Disability Services	6 June Court	Templestowe	3108	5	32E5
Ageed Care	Blue Cross - Silverwood	101-101 Porter Street	Templestowe	3108	11	32E3
Ageed Care	Templestowe Village	29 Fitzsimons Lane	Templestowe	3108	41	32E3
Ageed Care	Donnys Village	37 Victoria St	Doncaster	3105	168	32H12
Ageed Care	Retirement Unit	31-35 Victoria Street	Doncaster	3105	22	32H12
Ageed Care	Emerald Terrace Aged Care	1 Olyvan Road	Templestowe	3108	10	32E5
Ageed Care	Green Ridge Retirement Home	28 Greenridge Avenue	Templestowe	3108	10	32E5
Ageed Care	Waco Health - Templestowe Grange	1-11 Ingham Avenue	Templestowe	3105	71	32E3

Manningham		Higher Risk Facilities - Health Care & Special Accommodation					
Facility Type	Name	Address	Municipality	Postcode	Residential Beds	Max Residents	
Age Care	Doncaster Manor	22-24 George Street	Doncaster East	3109	23	36011	
Special Accommodation	Newlands Manor	25 Newland Rd	Templestowe	3108	0	3442	
Disability Services	Disability Services	30 May St	Doncaster	3108	8	34819	
Age Care	Roseville Retirement Village	110 King St	Doncaster East	3109	0	3456	
Disability Services	Disability Services	8 Polara Dr	Doncaster East	3109	5	36011	
Disability Services	Disability Services	80 Rowland Rd	Doncaster East	3109	0	36011	
Age Care	Wilford	31 Blackburn Road	East Doncaster	3109	90	3420	
Age Care	Templestowe Orchards Retirement Living	101 Andersons Creek Road	Doncaster East	3109	29	3421	
Age Care	Donvale Retirement Village	181 Springvale Rd	Donvale	3111	369	39-10	
Age Care	Alexandra Gardens	42 Old Waverley Road	Donvale	3111	0	24212	
Age Care	Perseus H The Pines Residential Aged Care Centre	200-202 Springvale Road	Donvale	3111	80	3427	
Age Care	Warrawee	216 Reynolds Road	Donvale	3111	8	3627	
Age Care	On Luck Chinese Nursing Home	177-179 Thrale Road	Donvale	3111	0	2548	
Age Care	18 Stop The Nursing Home		Park Orchards	2114	0	3520	
Age Care	UAB	189 Wange Road	Pingwood	3124	0	39611	
Age Care	Albright Manor	3130 Ender Road	Geppock	3125	0	3128	
Disability Services	Disability Services	18 Kull St	Donvale	3108	2	3611	
Disability Services	Disability Services	38 Finlayson St	Donvale	3108	5	4761	
Disability Services	Disability Services	27 Arnot St	Mont Albert North	3129	5	4765	
Disability Services	Disability Services	6 Melkoff Rd	Mont Albert North	3129	0	4769	
Age Care	Nursing Home	110 Rye Road	Rye Hill North	3129	0	4721	
Disability Services	Disability Services	29 Berry St	Box Hill North	3129	5	4729	
Disability Services	Disability Services	7 Donswood Dr	Box Hill North	3129	5	4729	
Age Care	Donwood Retirement Village	5 Donwood	Box Hill	3129	148	4129	
Disability Services	Disability Services	6 Winners Dr	Box Hill North	3129	5	4722	
Age Care	Doncaster Lodge	107 Wickers Lane	Doncaster	3108	5	4717	
Age Care	Retirement Village	681 Doncaster Road	Doncaster	3108	26	4731	
Disability Services	Disability Services	5 Tinsley Ave	Box Hill North	3129	5	4714	
Disability Services	Disability Services	24 Thompson St	Doncaster East	3109	5	4714	
Disability Services	Disability Services	13 Ink Ct	Blackburn North	3120	5	4708	
Disability Services	Disability Services	21 Dancer St	Doncaster East	3109	0	4610	
Age Care	Wilford	21 Blackburn Road	East Doncaster	3109	80	4624	
Disability Services	Disability Services	14 Ralston Ave	Blackburn North	3120	5	4626	
Age Care	Holmesdale	280/282 Somers	Blackburn North	3120	21	3921	
Private Hospital	Donvale Rehabilitation Hospital	1110-1121 Doncaster Road	Donvale	3111	85	4411	
Age Care	Retirement Unit	2 Torvale Avenue	Nonwooding	3131	30	4421	
Disability Services	Disability Services	7 Torvale Ave	Nonwooding	3131	0	4421	
Age Care	Donwood Residential Living Apartments	38-42 Monks Road	Donvale	3111	0	4442	
Age Care	Franklin Retirement Village	360 Springvale Rd	Donvale	3111	216	4424	
Age Care	Brooklea	299 Springvale Road	Donvale	3111	28	4414	
Age Care	Royal Donvale	388 - 392 Springvale Rd	Donvale	3111	128	4432	
Age Care	The View Gardens	298 Springvale Rd	Donvale	3111	0	4032	
Special Accommodation	Special Accommodation	10 Moss Avenue	Nonwooding	3131	2	4426	
Disability Services	Disability Services	12 Compton St	Mishaw	3102	5	4848	

Manningham		Higher Risk Facilities - Health Care & Special Accommodation				
Facility Type	Name	Address	Suburb	Postcode	Estimated Beds	Map Reference
Disability Services	Disability Services	46 Lenton St	Munawaring	3131	5	4243
Age Care	Retirement Unit	Page Street	Micham	3132	19	4243
Disability Services	Disability Services	43 Dunstan Rd	Micham	3132	3	4243
Private Hospital	Micham Private Hospital	27 Doncaster East Road	Micham	3132	91	4247
Age Care	Retirement Unit	2 Wattle Valley Road	Micham	3132	5	4252
Age Care	Retirement Unit	49 Wames Road	Micham	3132	5	4252
Disability Services	Disability Services	77 Kingston St	Micham	3132	5	4252
Disability Services	Disability Services	45 Nelson Rd	Ringwood	3134	7	4257
Age Care	Reserve Geriatric	205 Waverley Road	Ringwood North	3134	25	4260
Disability Services	Disability Services	130 Olan Rd	Ringwood	3134	5	4263
Disability Services	Disability Services	22 Jull Ave	Ringwood North	3134	4	4261

Manningham		Higher Risk Facilities - Education, Community & Public Assembly				
Facility Type	Name	Address	Suburb	Postcode	Estimated Head Count	Max. Refusals
Early Education	Worcester's Preschool	Rezac Street	New Bank	3366	27	22613
Early Education	Mission Australia Learning Services Lower Plenty	412 Main Road	Lower Plenty	3093	120	2172
Early Education	Holmes Road Playhouse	Lot 11 Holmes Road	Eltham	3095	15	21010
Early Education/Pre-school	Belvedere Primary	150 Main Road	Eltham	3095	0	21403
Sports Facility	Lower Plenty Cricket Club	Main St	Eltham	3095	0	21419
Early Education	Eltham South Preschool	On Farnham Rd & Melay Rd	Eltham	3095	22	2192
Place Of Worship	Anglican Church Of Australia Diocese Of Melbourne	Stagers St	Worwodey	3112	0	21272
Place Of Worship	Worwodey Community Centre	171 Main St	Worwodey	3112	0	22012
Early Education	Yarrs Werra Preschool	104-106 Research/Worwodey Road	Worwodey North	3112	23	2326
Recreation/Leisure Centre	Club Worwodey	120 Yarras St	Worwodey	3112	0	12611
Early Education	Worwodey Primary School Osho	Kurtis Street	Worwodey	3112	0	22611
Early Education	Worwodey Neighbourhood House	165-178 Yarras Street	Worwodey	3112	94	22611
Library/Public Community Centre	Worwodey Community Centre	165 Yarras St	Worwodey	3112	0	22611
Library/Public Community Centre	Worwodey Neighbourhood House	On Yarras St & Main Ave	Worwodey	3112	0	22611
Early Education	Worwodey Child Care & Preschool Centre Co-Op Ltd	2 Masonic Avenue	Worwodey	3112	23	22112
Place Of Worship	St Mark's Anglican Church Wonga Park	Yarras Rd	Wonga Park	3115	0	24211
Early Education	Burch Family Memorial Preschool	Old Yarras Road	Wonga Park	3115	27	24211
Early Education	Wonga Park Community Cottage Child Care Centre	Lot 51 Old Yarras Road	Wonga Park	3115	13	24211
Library/Public Community Centre	Wonga Park Community Centre	Old Yarras Rd	Wonga Park	3115	0	24211
Early Education	Wonga Park Primary School Osho	Ducley Road	Wonga Park	3115	0	24211
Primary/Secondary School	Wonga Park Primary School	Ducley Road	Wonga Park	3115	265	24211
Early Education	Port Phillip Primary School Primary Program	Warrall Road	Seaford East	3170	0	2121
Early Education	Seaford East Primary School Osho	26 Warrall Road	Seaford East	3170	0	2121
Place Of Worship	Catholic Archdiocese Of Melbourne	85 Warrall St	Seaford East	3170	0	2121
Primary/Secondary School	Seaford East Primary School	Warrall Road	Seaford East	3170	0	2121
Primary/Secondary School	Marine St School	60 Warrall Road	Seaford East	3170	161	2121
Early Education	Hazelberg Preschool	Oriel Place	Hazelberg	3364	25	2194
Place Of Worship	United Church In Australia The	Burgess St	Hazelberg	3364	0	2194
Early Education	Mersey/Murray Secondary Centre	Yarras Street	Hazelberg	3364	0	2194
Early Education	First Korean Preschool	1 King Street	Seaford East	3170	25	2194
Place Of Worship	United Church In Australia The	On Lower Hazelberg Rd & King St	Seaford East	3170	0	2194
Place Of Worship	Anglican Church Of Australia Diocese Of Melbourne	49 Warrall Rd	Seaford	3170	0	2194
Early Education	Hazelberg Primary School Osho	115 King Street	Hazelberg	3364	0	2244
Primary/Secondary School	Hazelberg Primary School	Cape Street	Hazelberg	3364	242	2244
Early Education	St John's Primary School Osho	40 Cape Street	Hazelberg	3364	0	2244
Place Of Worship	Catholic Archdiocese Of Melbourne	10 Yarras St	Hazelberg	3364	0	2244
Primary/Secondary School	Our Lady Of Mercy College	52 Cape Street	Hazelberg	3364	1116.4	2244
Primary/Secondary School	St John's School	55 Cape Street	Hazelberg	3364	302	2244
Early Education	ABC Learning Centre Learning Centre Hazelberg	28 Moorina Road	Hazelberg	3364	122	2244
Other College	Kal Multimedia Training Pty Ltd	Suite 2 430 Lower Hazelberg Rd	Hazelberg	3364	0	2244

Manningham		Higher Risk Facilities - Education, Community & Public Assembly					
Facility Type	Name	Address	Suburb	Postcode	Estimated Head Count	Map Reference	
Place Of Worship	Anglican Church Of Australia Diocese Of Melbourne	1 Burgundy St	Hazelrigg	3084	0	3284	
Sport Facility	Golf Course/Driving Range	46 Columbia Street	Dalkey North	3104	0	3212	
Recreation/Community Centre	Whitby Wm Sporting Club	101 Kenly Rd	Hazelrigg	3084	0	3074	
Early Education	A.B.C. Developmental Learning Centre - Rosanna	88/87 Banyan Road	Rosanna	3084	80	3207	
Primary/Secondary School	Sanyuk Primary School	Sanyuk Road	Mosman	3084	225.6	3237	
Early Education	Rosanna Tennis Centre	160 Sydney Road	Kays North	3114	11	3210	
Sport Facility	Rosanna Tennis Centre	160 Sydney Road	Dalkey North	3104	0	3210	
Sport Facility	Swimming Pool	190 Sydney Road	Dalkey	3105	0	3210	
Early Education	Stella Via Club	31 Hymus Road	Dalkey North	3104	0	3211	
Primary/Secondary School	Stella Via Primary School	30 Highview Road	Dalkey North	3104	215.2	3211	
Place Of Worship	Christian Outreach Centre	14 Scarborough Dr	Rosanna	3084	0	3257	
Primary/Secondary School	Marshall College	160 Sydney Road	Dalkey	3105	1225	3210	
Reception/Function Centre	Manningham Convention Centre The	1 Thompsons Rd	Dalkey	3105	0	3210	
Early Education	Creative Play Early Learning Centre	1 Templestone Road	Dalkey	3105	120	3209	
Reception/Function Centre	Dalkey Food Room	1900 Dalkey Rd	Dalkey	3105	0	3209	
Early Education	St Barnabas' Primary School Dalkey	39 Stanley Street	Rosanna	3084	0	3209	
Primary/Secondary School	St Barnabas' School	48 Stanley Street	Rosanna West	3081	116	3084	
Early Education	Kalbar Montessori Centre	1-2 Rankin Street	Dalkey	3105	60	3210	
Sport Facility	Golf Course/Driving Range	37-41 Templestone Road	Dalkey	3105	0	3204	
Early Education	Dalkey Pre-school	0 Dalkey Avenue	Dalkey	3105	30	3207	
Early Education	Rubens Playful And Playful Early Learning Centre	81 Monmouth Road	Dalkey	3107	31	3207	
Early Education	St Clement Of Rome Catholic - Camp Australia	9 Egan Drive	Dalkey	3105	0	3207	
Place Of Worship	Catholic Archdiocese Of Melbourne	Egan Dr	Dalkey	3105	0	3207	
Primary/Secondary School	St Clement Of Rome School	9 Egan Drive	Dalkey	3105	387.8	3207	
Early Education	Yamalee Pre-school	42 Rocklea Road	Dalkey	3105	23	3207	
Early Education	Worldwide Childrens & Kindergarten	104-109 Templestone Road	Dalkey	3105	60	3204	
Early Education	Dalkey Longlake Basketball Club's Club	Sheehans Road	Dalkey	3105	110	3206	
Sport Stadium	Indoor Sports Complex	27-37 Sheehans Road	Dalkey	3105	0	3205	
Primary/Secondary School	Dalkey Heights School	Princes Road	Dalkey	3105	335.4	3205	
Library/Info/Community Centre	Dalkey Library	3 Dalkey Plaza Shopping Ctr	Dalkey	3105	0	3207	
Early Education	Marilyn Dennis Child Care Centre	0 Marilyn Dennis	Dalkey	3104	35	3206	
Early Education	Oliver's Kindergarten Pre-school	107 Rosanna Street	Lower Templestone	3107	60	3205	
Other Colleges	Eden	9 Lilian Street	Dalkey	3105	0	3204	
Place Of Worship	Anglican Church Of Australia Diocese Of Melbourne	80 Eden St	Dalkey	3105	0	3204	
Early Education	Yvonne's Kids Kindergarten	4 Wray Street	Dalkey	3105	10	3207	
Sport Facility	Racing Club	7 Sengary Court	Darvelton	3106	0	3207	
Other Colleges	Knowledgeability Ltd	4 Marcus Rd	Lower Templestone	3107	0	3206	
Primary/Secondary School	Bulbin Heights School	211 Manningham Road	Lower Templestone	3107	0	3206	
Sport Facility	Golf Course/Driving Range	99 De Witts Avenue	Lower Dalkey	3086	0	3207	
Early Education	Total Care Pre-School	211 Thompsons Road	Lower Templestone	3107	48	3207	
Library/Info/Community Centre	Dalkey & Templestone Community House	264 Thompsons Rd	Lower Templestone	3107	0	3207	
Place Of Worship	Epist Union Of Victoria	41 Marcus Rd	Templestone Lower	3107	0	3207	
Early Education	Devy's Early Learning Centre	97 High Street	Darvelton	3106	35	3211	
Early Education	Templestone Valley Pre-school	3 Dismoad Avenue	Lower Templestone	3107	80	3205	

Manningsham		Higher Risk Facilities - Education, Community & Public Assembly				
Facility Type	Name	Address	Municipality	Population	Estimated Lead Count	Max. Release
Early Education	Tempsalove Valley Primary School	15 Birchwood Avenue	Lower Tempalove	3,007	0	3348
Primary/Secondary School	Tempsalove Valley Primary School	15 Birchwood Avenue	Lower Tempalove	3,007	487.2	3348
Early Education	Stade Early Intervention Centre	44 Belmont Avenue	Lower Tempalove	3,007	20	3348
Early Education	Doncaster Park Kindergarten	18 Oakley Street	Doncaster	3,006	30	3361.1
Early Education	Twin Hills Preschool	56 Mayer Avenue	Lower Tempalove	3,007	20	3357
Early Education	Tempsalove Woods Of Learning	247-249 High Street	Lower Tempalove	3,007	30	3366
Primary/Secondary School	30 Knox St School	30 Knox Street	Tempsalove East	3,007	158	3376
Early Education	Tempsalove Heights Clinic - Camp Australia	High Street	Lower Tempalove	3,007	0	3377
Place Of Worship	Anglican Church Of Australia - Doncaster (St Michaels)	31 Oakley St	Tempsalove East	3,006	0	3403
Primary/Secondary School	Tempsalove Heights Primary School	High Street	Tempsalove East	3,006	254.4	3403
Other Colleges	KiD Occupational Health Services	59 Scarle Ash Cve	Lower Tempalove	3,007	0	3339
Early Education	30 Herrington Road Child Care - Camp Australia	30 Herrington Road	Doncaster	3,006	0	3401.1
Place Of Worship	11 Evelyn Street - Baptist Church	11 Evelyn Street	Doncaster	3,006	0	3401.1
Primary/Secondary School	St Gregory The Great School	308 Manningsham Road	Doncaster	3,006	402	330.1
Community/Club/Community Centre	Doncaster Library	Doncaster Shopping Centre	Doncaster	3,006	0	3401.2
Early Education	Quality Nur Child Care	84 West Street	Tempsalove	3,006	30	3336
Early Education	Tempsalove Preschool	3 Oakley Street	Tempsalove	3,006	29	3334
Workshop/Workshop Centre	Workshops Sport Centre	2-6 Oakley St	Tempsalove	3,006	0	3334
Sport Facility	Boeing Club	1 Oakley Street	Tempsalove	3,006	0	3334
Sport Facility	Swimming Pool	2-6 Oakley Street	Tempsalove	3,006	0	3334
Early Education	St Kevins Lower Tempalove Care - Extend	Herrington Road	Lower Tempalove	3,007	0	3336
Place Of Worship	St Marys	Herrington Rd	Tempsalove	3,006	0	3336
Primary/Secondary School	Tempsalove Heights	Opportunities Avenue	Tempsalove East	3,007	443.2	3337
Early Education	Tempsalove Heights Preschool	64 Pyle Drive	Lower Tempalove	3,007	30	3336
Early Education	Aquarius Child Care	134-150 Williams Road	Doncaster	3,006	29	3336
Other Facilities	Rayson Hill Wood	730-732 Williams Road	Tempsalove East	3,006	0	3403
Place Of Worship	United Church In Australia The	Westfield Ctr	Doncaster	3,006	0	330.1
Early Education	Wendy's Child Care Centre	17-19 General Street	Doncaster	3,006	0	3401.1
Primary/Secondary School	Doncaster Primary School	2-12 Council Street	Doncaster	3,006	456	330.2
Place Of Worship	Trinity Church In Australia The	101 Parkview St	Tempsalove	3,006	0	3391.4
Early Education	Doncaster Early Learning Child Care	31 Parkview Street	Doncaster	3,006	30	3391.4
Early Education	Yarra Valley Preschool	24 Colwell Street	Tempsalove	3,006	28	3374
Other Colleges	Doncaster Secondary College	123 Cheney Road	Doncaster	3,006	0	3401.2
Place Of Worship	Doncaster Christian Churches - Methodist	123 Cheney Rd	Doncaster	3,006	0	3401.2
Primary/Secondary School	Doncaster Secondary College	123 Cheney Road	Doncaster	3,006	1424	336.12
Other Colleges	Integrated Training Solutions (Unit) Pty Ltd	8 Beale St	Tempsalove	3,006	0	3334
Early Education	Doncaster Gardens Preschool	83 Victoria Street	Doncaster East	3,006	29	3341.2
Early Education	Early Learning Centre - Tempsalove	1 Herrington Road	Tempsalove	3,006	30	3344
Early Education	Tempsalove Park Child Care - Camp Australia	306 Church Road	Tempsalove	3,006	0	3334
Primary/Secondary School	Tempsalove Park Primary School	306 Church Road	Tempsalove	3,006	518	3334
Early Education	Nursery	1 Herrington Road	Tempsalove	3,006	20	3344
Early Education	Archives Centre	125 George Street	Doncaster East	3,006	0	3311.1
Early Education	Doncaster Gardens Primary School Child Care	Sandhurst Avenue	Doncaster East	3,006	0	3311.1
Early Education	Trinity Kindergarten	Wendy Hill	Doncaster	3,006	30	3401.1



Manningham		Higher Risk Facilities - Education, Community & Public Assembly				
Facility Type	Name	Address	Suburb	Postcode	Estimated Head Count	Map Reference
Place Of Worship	Edithan Church Of Australia	57 Nelson St	Doncaster	3104	0	33111
Primary/Secondary School	Conventual Gardens Primary School	Sandhurst Avenue	Doncaster East	3104	668	33111
Place Of Worship	Greek Orthodox Archdiocese Of Australia	160 Pomeroy St	Templestowe	3108	0	3524
Early Education	Mylkie Early Learning Centre	51 George Street	Doncaster East	3104	90	34511
Place Of Worship	United Muslim Migration Association	72 George St	Doncaster	3104	0	34511
Early Education	Wind River Childcare	14 Alita Gardens	Templestowe	3108	80	3446
Place Of Worship	Holy Cross Byzantine Monastery		Templestowe	3108	0	3447
Primary/Secondary School	St Charles/Torrens School	722 Somers Road	Templestowe	3108	172	3447
Early Education	Serpel	Tuckers Road	Templestowe	3108	0	3448
Early Education	Serpel Cahir - Camp Australia	Tuckers Road	Templestowe	3108	0	3448
Primary/Secondary School	St Marys Primary School	Georgy Street	Lyndebank	3104	141	3449
Place Of Worship	Salvation Army	27 Taunton St	Doncaster	3104	0	34510
Primary/Secondary School	East Doncaster Secondary College	32 George St	Doncaster East	3104	1509	34511
Special Markets	Senior Market Doncaster	3014 Moorburn Road	Doncaster East	3104	0	34510
Other Colleges	Interactive Training Group	Suite 4 261 Dackburn Road	Doncaster	3104	0	34511
Place Of Worship	Stags Church	On Dackburn & Warehouse Rd	Doncaster East	3104	0	34512
Other Colleges	Artists Academy	10 Rivers Avenue	Templestowe	3104	0	3453
Reception/Function Centre	Clubs Club	4 Anson Pl	Templestowe	3104	0	3456
Early Education	Deep Creek Child Care Centre	410 Dackburn Road	Doncaster East	3104	35	3456
Early Education	Deep Creek Preschool	410 Dackburn Road	Doncaster East	3104	30	3456
Early Education	Preschooling	1100 Blackburn Road	Doncaster East	3104	30	3456
Library/Arts/Community Centre	Pinet Learning	1100 Blackburn Rd	Doncaster East	3104	0	3456
Library/Arts/Community Centre	The Pinet Library	The Pinet Shopping Centre	Doncaster East	3104	0	3456
Place Of Worship	Kingdon Church Of Australia Eastern Districts	401 Blackburn Rd	Doncaster East	3104	0	3457
Early Education	10 Deep Creek Rd	68 Blakes Way	Marsden Park	3104	35	34571
Early Education	Koola Childrens And Early Learning Centre - Doncas	180 Anderson Creek Road	Doncaster East	3104	62	3458
Place Of Worship	St Marys Church Of Australia East	317 Anderson Creek Rd	Marsden Park	3104	0	34581
Early Education	AKC Childcare Learning Centre - Doncaster East	39 Anderson Creek Rd	Marsden Park	3104	0	3458
Early Education	Time-Out Child Care - Doncaster East	100 Deep Creek Drive	Doncaster East	3104	80	3473
Early Education	Mylkie Child Care - Doncaster East	Lambton Drive	Doncaster East	3104	0	3481
Early Education	Day Care Of The Holy Child - Doncaster East	111 Lambton Drive	Doncaster East	3104	0	3481
Place Of Worship	Catholic Archdiocese Of Melbourne	77 Garbra St	Doncast	3111	0	3482
Primary/Secondary School	Mylkie Primary School	Lambton Drive	Doncaster East	3104	660	3481
Primary/Secondary School	Our Lady Of The Pines School	77 Garbra Street	Doncast	3111	447	3482
Early Education	Gummit Gully Preschool	Lambton Drive	Doncaster East	3104	37	3486
Sport Facility	Beering Club	11 Sengrave Road	Doncast	3111	0	3487
Primary/Secondary School	Warrendale High School	On Alexander & Warrendale Rd	Warrendale	3114	107	3488
Other Colleges	Litwood Play Club	14 Rowland Place	Warrendale	3114	0	3488
Sport Facility	Boys Club	7 Sengrave Road	Doncast	3111	0	3487
Early Education	Coory Coopers Child	4 Riv Court	Doncast	3111	0	3488
Early Education	Coory Coopers Preschool	8 Riv Court	Doncast	3111	34	3488
Primary/Secondary School	Donnybrook Primary School	4 Riv Court	Doncast	3111	353	3488
Place Of Worship	Methodist Church Of Australia - Doncast	3111 Rowland Pl	Doncast	3111	0	3487
Early Education	Donvale Christian College Cahir	157 Tindall Road	Donvale	3111	0	3488

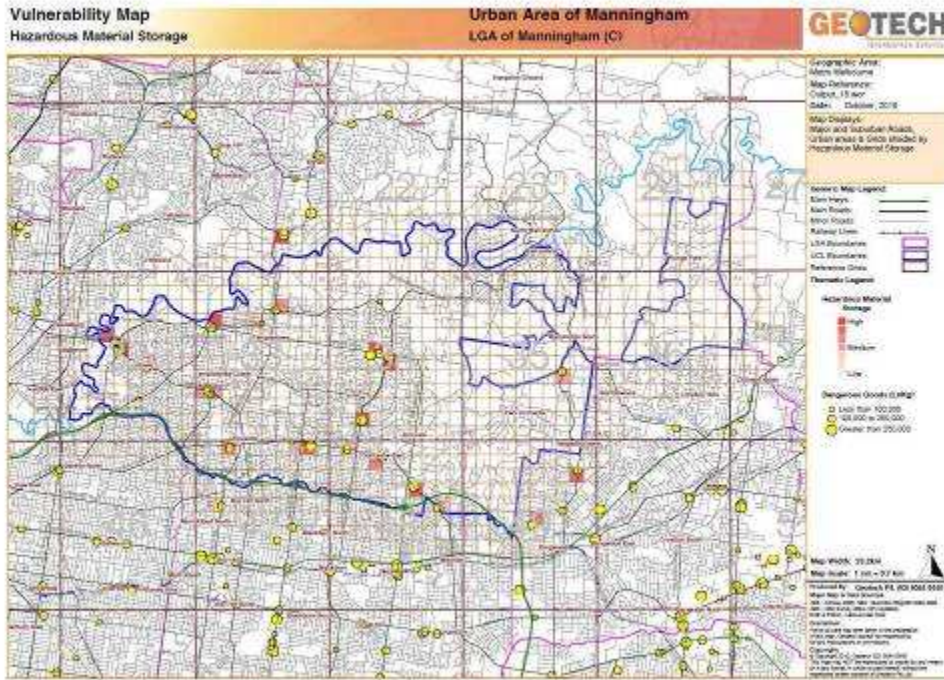
Manningham		Higher Risk Facilities - Education, Community & Public Assembly					
Facility Type	Name	Address	Suburb	Postcode	Estimated Head Count	Max. Release	
Primary/Secondary School	Johnsden Christian College	106 Yarrick Road	Donkton	3011	180	3490	
Early Education	Waverley R. (Royal Waverley)	7 Caroline Avenue	Waverley	3118	20	3501	
Place Of Worship	United Church In Australia The	Cor Tamara Ave & Westland Rd	Warrandyte	2113	0	2501	
Early Education	Anglo-Celtic Greek Primary School Child	Deakin Rd	Warrandyte	3119	0	3502	
Library/Police/Community Centre	Warrandyte Library	Margotina Hill Road	Warrandyte	3119	0	3502	
Primary/Secondary School	Anglican Greek Primary School	Deakin Road	Warrandyte	3119	248	3502	
Early Education	Park Creswick Primary School	214-212 Park Place	Park Creswick	3114	20	3510	
Early Education	Park Creswick Preschool Child	111-110 Park Road	Park Creswick	3111	20	3510	
Library/Police/Community Centre	Park Creswick Community Centre	372 Park Rd	Park Creswick	2114	0	3510	
Early Education	Park Creswick Primary School Child	Sovereign Avenue	Park Creswick	2114	0	3511	
Primary/Secondary School	Warrandyte Primary School	Parbey Street	Warrandyte	3119	300	3511	
Place Of Worship	Anglican Church Of Australia Diocese Of Melbourne	26 Hepburn St	Park Creswick	3114	0	3511	
Primary/Secondary School	Park Creswick Primary School	1-3 Shearman Avenue	Park Creswick	3114	300	3511	
Place Of Worship	Catholic Archdiocese Of Melbourne	54 Innes Rd	Park Creswick	2114	0	3512	
Primary/Secondary School	St Marys School	81 Kew Road	Park Creswick	3111	200	3512	
Reception/Function Centre	Holton	821 Jangling Creek Rd	Warrandyte	3119	0	3512	
Place Of Worship	Youth Davidson	56-64 Hall Rd	Warrandyte South	2114	0	3513	
Other College	Melbourne Raffle Steiner Seminar Ltd	374 Wellington Park Drive	Warrandyte	3114	0	3513	
Primary/Secondary School	Tringwood Secondary College	Turlock Drive	Tringwood North	2114	414	3513	
Place Of Worship	Kudjukiya Christian Church (Uninc)	441 Wonga Rd	Warrandyte	3011	0	3513	
Early Education	Melbourne Raffle Steiner Kindergarten	217 Wonga Road	Warrandyte	2114	25	3513	
Primary/Secondary School	Melbourne Raffle Steiner School	217 Wonga Road	Warrandyte	2114	488	3513	
Early Education	Warrandyte Child	1 Wellington Drive	Warrandyte	3114	0	3513	
Primary/Secondary School	Warrandyte Primary School	1 Wellington Park Drive	Warrandyte	2114	258	3513	
Early Education	Kudjukiya Preschool	441 Wonga Road	Warrandyte	2111	20	3513	
Place Of Worship	Sal Data Cook & Information	24 Handforth Ave	Wonga Park	2115	0	3513	
Place Of Worship	The Christian Reform Church Of Wonga Park	201-203 Wonga Rd	Wonga Park	3119	0	3513	
Early Education	Yarra Road Child Care Australia	222-226 Yarra Road	Croydon North	3138	0	3513	
Primary/Secondary School	Yarra Road Primary School	222 - 226 Yarra Road	Croydon	3138	267	3513	
Early Education	Yarraggs Daycare Centre	70 - 80 Croydon Hills Drive	Croydon Hills	3138	20	3514	
Library/Police/Community Centre	Tringwood Community Centre	Croydon Hills Way	Tringwood	3138	0	3514	
Early Education	Drift In (Police Australia Childrens) Croydon North	156-160 Yarra Road	Croydon Hills	2138	75	2410	
Early Education	Boronia Mac School Child	10 Kewell Street	Croydon North	3138	110	3186	
Early Education	Croydon North Kindergarten	90 Somers View Road	Croydon North	3138	24	3186	
Early Education	The Village School Child - Roland	8-12 Holloway Road	Croydon North	3138	0	3300	
Primary/Secondary School	Village School	8-12 Holloway Road	Croydon North	2138	50	3300	
Place Of Worship	Church Of Jesus Christ Of Latter Day Saints	218 Old Dunks Rd	Balwyn North	2124	0	4511	
Early Education	W. Snows Kindergarten	211 Hudson Road	Balwyn North	2101	25	4511	
Library/Police/Community Centre	Hollykudjukiya	200 Balwyn Road	Balwyn North	2104	0	4511	
Reception/Function Centre	Balwyn Larder	260 Balwyn Rd	Balwyn North	2104	0	4511	
Early Education	Boronia Park Child	Almond Street	Balwyn North	2104	0	4511	
Primary/Secondary School	Boronia Park Primary School	Almond Street	Balwyn North	2101	184	4511	
Early Education	Warrandyte Community Childcare Centre	11 Warrandyte Avenue	Balwyn North	3101	0	4511	
Early Education	St Drege's Child	26 Sweeny Street	Croydon	2124	0	4512	

Manningham		Higher Risk Facilities - Education, Community & Public Assembly				
Facility Type	Name	Address	Suburb	Postcode	Estimated Head Count	Map Reference
Primary/Secondary School	St Brigid's School	38 Swan's Creek	Ruslyn North	3104	147	423
Place Of Worship	Uniting Church In Koolahie Tnd	247 Sevens & Welford Hts	Ruslyn North	3104	0	423
Early Education	Woolloomooloo Children's Centre	0 High Street	Doncaster	3108	83	381
Other College	Safety Wine Solutions Pty Ltd	Unit 14-15 Doncaster Road	Doncaster	3108	0	381
Place Of Worship	Synagogue Yeshurun	0 High St	Doncaster	3108	0	381
Other College	The National Institute For Training And Development	Unit 12 Andrew Court	North Selwyn	3104	0	382
Early Education	Friend Street Kindergarten	5 Friend Street	North Alton North	3129	32	424
Other Facility	Club/Clubroom	479 Belmont Road	North Alton North	3129	0	424
Sport Facility	Wolf Country Training Centre	493-525 Doncaster Road	Doncaster	3108	0	381
Early Education	Temple Primary Care	Mapleton Avenue	Doncaster	3108	0	425
Primary/Secondary School	Wentworth Primary School	Wentworth Avenue	Doncaster	3108	168	392
Primary/Secondary School	Wentworth Secondary College	515 Edgar Road	North Alton North	3129	1066	425
Place Of Worship	Evangelical Christian Church	192-194 Edgar Rd	Box Hill	3125	0	425
Early Education	Play Court Development Team Centre	1 Play Court	Doncaster	3108	80	391
Reception/Function Centre	Pinnacle Valley Resort	Sub 3/ 530 Doncaster Rd	Doncaster	3108	0	424
Early Education	Box Hill North Care	25a Bell Street	Box Hill North	3125	0	424
Early Education	Box Hill North Primary Kindergarten	25a Bell Street	Box Hill North	3125	35	424
Primary/Secondary School	Box Hill North Primary School	25a Bell Street	Box Hill North	3125	201	424
Sport Facility	Tennis Club	24 Elizabeth Street	Box Hill North	3125	0	424
Other College	Tryphon Learning Pty Ltd	Unit Floor, 651 Doncaster Road	Doncaster	3108	0	381
Place Of Worship	Churches Of Christ (Disciples In Victoria & Tasmania)	881 Franklin Rd	Doncaster	3108	0	381
Other College	National Training Centre Of Australia Pty Ltd	20 Shankin Ct	North Don Hill	3129	0	424
Early Education	Woodhouse Grove Kindergarten	112 Woodhouse Grove	Box Hill North	3125	29	425
Library/Book/Community Centre	Penmore Family Book Room/Hub	47 Linka Ave	Box Hill North	3125	0	425
Early Education	Doncaster Kindergarten	1 Sumner Way	Doncaster	3108	28	421
Place Of Worship	Liberty Christian Church	720 Doncaster Rd	Doncaster	3108	0	421
Sport Facility	Hill	394 Doncaster Road	Doncaster	3108	0	421
Place Of Worship	Coc Ministries (Aust) Ltd	121/4-111 Highway Dn	Doncaster	3108	0	422
Early Education	Kennett Allot School Home Program	170 Darking Road	Box Hill North	3129	0	425
Place Of Worship	Catholic Archdiocese Of Melbourne	139 Woodhouse Dr	Box Hill North	3129	0	425
Primary/Secondary School	Beweridge School	43 Hamlet Green	Box Hill North	3129	35	425
Primary/Secondary School	Kennett Primary School	Murray Street	Box Hill North	3129	262	425
Early Education	Box Hill Early Learning Child Care Centre & Kinder	152 Darking Road	Box Hill North	3129	50	425
Place Of Worship	Anglican Church Of Australia Diocese Of Melbourne	108 Church Rd	Doncaster	3108	0	421
Sport Facility	Tennis Club	11 Benjamin Green	Box Hill North	3129	0	424
Reception/Function Centre	Monte Carlo Reception	5 Mitchell St	Doncaster East	3109	0	421
Sport Stadium	Indoor Sports Complex	3 Mitchell Street	Doncaster East	3109	0	421
Early Education	Kelburn Playcentre	39 Kelburn Street	Mucklenorth	3120	27	519
Other College	Riverview Australia Pty Ltd	87 Clarendon St	Mucklenorth	3120	0	519
Early Education	Mindara Kindergarten Childrens Centre	13 Leads Street	Doncaster East	3109	40	421
Early Education	St Peter's Playcentre	18 Manning Street	Doncaster East	3109	0	421
Primary/Secondary School	St Peter's Primary School	18 Manning Street	Doncaster East	3109	109	421
Sport Stadium	Indoor Sports Complex	12 Leads Street	Doncaster East	3109	0	421
Place Of Worship	Catholic Archdiocese Of Melbourne	23 Leads St	Doncaster East	3109	0	422

Manningham		Higher Risk Facilities - Education, Community & Public Assembly					
Facility Type	Name	Address	Suburb	Postcode	Estimated Peak Count	Map Reference	
Early Education	Age Child Care Centre	2 Parkside Street	Doncaster East	3109	24	4762	
Early Education	Old Doncaster Primary School	75-85 Moorlog Road	Blackburn North	3105	0	4768	
Primary/Secondary School	Old Doncast Primary School	65 Moorlog Road	Blackburn North	3105	502	4768	
Place Of Worship	Uniting Church In Australia The	108 Moorlog Rd	Blackburn North	3105	0	4767	
Early Education	Stonyland Childcare & Kindergarten	653-664 Doncaster Rd	Doncaster East	3109	70	4841	
Early Education	Seaview Hills Kindergarten	2 Daniels Street	Doncaster East	3109	20	4842	
Other College	Norvic Stinson College	92 Theo Drive	Doncaster East	3109	0	4844	
Early Education	Sty Tangoon Kindergarten	4 Montgomery Street	Doncaster East	3109	29	4851	
Other College	Doncast	6 Montgomery Street	Doncaster East	3109	0	4851	
Place Of Worship	Reform Community Church	Devon Place	Box Hill	3106	0	4861	
Early Education	Shearika Combined Care	Casebury Street	Doncaster East	3109	0	4882	
Early Education	Doncaster East Daycare & Kindergarten	64 Blackburn Road	Doncaster East	3109	42	4882	
Other College	Vision Tn Software & Support Pty Ltd	19 Rowella St	Doncaster East	3109	0	4883	
Place Of Worship	Coptic Orthodox Church	2 Cassebury Ct	Doncaster East	3109	0	4883	
Primary/Secondary School	Seaview Hills Primary School	Casebury Street	Doncaster East	3109	198	4882	
Sport Stadium	State Tennis Stadium Association	Casebury Ct	Blackburn North	3105	0	4885	
Early Education	ABC Developments Learning Centre - Blackburn	118 Camp Road	Blackburn	3102	87	4887	
Early Education	Donkum Child - Camp Australia	Casebury Drive	Doncaster East	3109	0	4887	
Early Education	Doncaster East Preschool Centre	64 Blackburn Rd & Doncaster Rd	Doncaster East	3109	22	4887	
Place Of Worship	Uniting Church In Australia The	64 Doncaster & Blackburn Rds	Doncaster East	3109	0	4887	
Primary/Secondary School	Anderson Primary School	Griffiths Drive	Windsor East	3108	500	4887	
Early Education	St Philias Primary School	85 Junction Road	Blackburn North	3102	0	4888	
Place Of Worship	Catholic Archdiocese Of Melbourne	82 Junction Rd	Blackburn North	3102	0	4888	
Primary/Secondary School	St Michaels School	82 Junction Road	Blackburn North	3102	1000	4888	
Early Education	Tymall Square Kindergarten	Mogga Street	Doncaster East	3109	29	4888	
Place Of Worship	St Pauls Cathedral Methodist Church	6 Wickford St	Newsworld	3103	0	4888	
Sport Facility	Newsworld Tennis Centre	Esau St	Newsworld	3103	0	4887	
Place Of Worship	Anglican Church Of Australia Diocese Of Melbourne	1111 Doncaster Rd	Newsworld East	3109	0	4887	
Early Education	ABC Developments Learning Centre - Donvale	11 Myraa Road	Donvale	3101	108	4887	
Early Education	Donvale Child	Rays Street	Donvale	3101	0	4884	
Primary/Secondary School	Donvale Primary School	Rays Street	Donvale	3101	382	4884	
Early Education	Wendle Primary School	111 Ark St & Bundoora Way	Newsworld	3108	55	4888	
Early Education	Monaster Early Education Centre	384 Mackinn Road	Donvale	3101	12	4872	
Early Education	Monaster Early Education Centre	384 Mackinn Road	Donvale	3101	68	4884	
Other College	Heathwood School	373 Springvale St	Donvale	3101	0	4874	
Primary/Secondary School	Heathwood School	382 Springvale Road	Donvale	3101	0	4874	
Sport Facility	Tennis Club	25 Springvale Road	Newsworld	3103	0	4874	
Early Education	Little Rascals Kindergarten & Child Care Centre	64 Springvale Road	Newsworld	3103	40	4874	
Place Of Worship	All Saints Anglican Church	67 Springvale Rd	Newsworld	3103	0	4874	
Other College	Oliver Learning	583 Springvale Rd	Donvale	3101	0	4884	
Other College	Oliver Learning	7 Tuckers Place	Donvale	3101	0	4882	
Place Of Worship	Presbyterian Church Of Victoria	1460 Stewart Rd	Donvale	3101	0	4888	
Early Education	Donvale Preschool	7 Monrose Avenue	Donvale	3101	28	4884	
Early Education	Clackson Street Learning Centre	7 Melgrove Road	Newsworld	3103	38	4884	

**A.3 Hazardous Materials Risk Management Register**

A Hazardous Materials Risk Management Register will be included in a future iteration of this plan with the development of the UFRP tool.



## B.1 Multi Agency Action Plan

The Manningham MFMP is currently reporting on a Multi-Agency Action Plan that addresses the fire management objectives of this plan. Existing treatment works have been carried over from the MFPP as an interim measure. New treatments have been added while treatments that are no longer applicable have been removed by the committee.

Actions are to be devised to work towards preparing for, preventing, responding to and recovering from unplanned fires. Each action, where possible is required to be specific, measurable, achievable, relevant and time-framed. The action plan outlines each action stating:

- Who is responsible for carrying out and reporting on the action;
- When the action is going to happen; and
- Provides a measure that can be used to determine that the action is complete or partially completed.
- Provides information for six monthly reporting

Reporting on Action Plan progress will involve checking and recording action outcomes against the pre-stated measures.

The Action Plan will include treatments that are municipal wide as well as specific to address assets listed in the VFRR. Municipal wide treatments are activities which reduce the overall bushfire risk within the MFMP area. They are applied across the area irrespective of asset and/or location. The relevant actions are applied across all tenures with each agency responsible for the lands under their care. These treatments are undertaken on an ongoing basis as part of normal business and are not linked to specific assets in the VFRR. Rather they are applied across all or part of Manningham as designated by legislation or agency policy (e.g. Fire Danger Periods, Total Fire Ban's). In addition, assets listed under specific environments at risk including Human Settlement, Natural Environment, Economic, Infrastructure, and Social listed in the VFRR will also have actions devised by the MFMP to treat these risks.

Structure and hazardous materials fire risk will be addressed in future iterations of this MFMP and Action Plan once the Urban Fire Risk Profiling (UFRP) tool is developed and ready for use.

**\*\* Refer to TRIM D15/42319\*\***

**B.2 VFRR – Reporting Plan**

Reporting will occur on all treatments allocated to assets listed in the VFRR-B.

**\*\*Refer to TRIM D15/22453 – VFRR spreadsheet for reporting\*\***



### **C. 1 Hazardous trees**

#### **PROCEDURE FOR IDENTIFICATION AND NOTIFICATION OF HAZARD TREES**

The Electricity Safety Act 1998 (Victoria) (**ES Act**) Section 86 provides that a municipal council must specify, within its Municipal Fire Management Plan:

- a. procedures and criteria for the identification of trees that are likely to fall onto, or come into contact with, an electric line (**hazard trees**); and
- b. procedures for the notification of responsible persons of trees that are hazard trees in relation to electric lines for which they are responsible.

Under the ES Act, the person responsible for maintaining vegetation and clearance space around power lines is referred to as the '**responsible person**'.

#### **What is a hazard tree?**

According to the ES Act, a hazard tree is a tree which 'is likely to fall onto, or come into contact with, an electric line'.

The Electricity Safety (Electric Line Clearance) Regulations 2010 further provide that a responsible person may cut or remove such a tree 'provided that the tree has been assessed by a suitably qualified arborist; and that assessment confirms the likelihood of contact with an electric line having regard to foreseeable local conditions.'

Due to legal requirements which require a clearance space be maintained around an electric line, hazard trees are usually located outside the regulated clearance space. Despite being outside the clearance space, the tree may still have the potential to contact the line due to its size or because of a structural fault or weakness which renders part, or all, of the tree likely to contact or fall onto the line.

#### **Who is responsible for a hazard tree?**

Under the ES Act, the person responsible for maintaining vegetation and clearance space around power lines is referred to as the '**responsible person**'. This includes responsibility for keeping the whole or any part of a tree clear of the line.

Under the ES Act, responsibility is allocated between distribution businesses and other owners of electricity infrastructure, land owners and occupiers, public land managers such as municipal councils, Department of Sustainability and Environment and VicRoads.

Municipal councils are responsible for trees on public land within their municipalities, for which they are the land manager, where these are also within a Declared Area for the purposes of the ES Act. Primary responsibility for vegetation clearance and management within the municipality, for areas which are not within a Declared Area, will usually fall to the relevant electricity distribution company.

#### **Responsible Persons within Manningham City Council**

There are a number of organisations that have responsibility for electric line clearance in the City of Manningham, including:

- United Energy

- Ausnet Services
- VicRoads
- Manningham City Council

**Other relevant information**

Responsible persons, other than private persons, must have an electric line clearance management plan in place for areas for which they have responsibility (*refer Electricity Safety (Electric Line Clearance) Regulations 2010*).

**PROCEDURES AND CRITERIA FOR IDENTIFYING HAZARD TREES**

In the course of everyday duties, potentially hazardous trees may come to the attention of staff or volunteer members of the entities with representation on the Municipal Fire Management Planning Committee (MFMP), staff of the distribution business(es) or other persons, including members of the public.

There are a range of factors which may indicate that a tree is a hazard tree. That is, a tree which is likely to fall onto, or come into contact with, an electric line. Some of these factors will be obvious when looking at the tree but many may only be apparent when the tree is assessed by a person with specific expertise and training, such as an arborist.

The following criteria may be used to assist in identifying a hazard tree:

- The size of the tree suggests that it is likely to come into contact with the electric line, for example because it appears to be encroaching or growing into the line clearance space.
- There is an excessive lean on the tree, or branches hanging off the tree and the tree is in proximity to an electric (power) line.
- The size or appearance of the tree suggests it could come into contact with the line including under foreseeable local conditions.

If a potentially hazardous tree is identified, the notification procedure outlined below should be followed. Where a responsible person becomes aware of a potentially hazardous tree for which they have responsibility, they must follow their own applicable internal procedure and the notification procedure described below does not apply.

**PROCEDURES AND CRITERIA FOR NOTIFYING HAZARD TREES**

To ensure that information regarding potentially hazardous trees is captured in an efficient manner and, as appropriate, referred to the responsible person for action, the following procedure for the notification of hazardous trees should be followed:

- Hazardous tree reports outside the declared area for Council responsibility should be reported to the relevant Distribution Company.
- Where any person becomes aware of, or receives a report of, a potentially hazardous tree within the municipality, this should be referred to the relevant Distribution Company.
- Reports of potentially hazardous trees must be provided to the relevant Distribution Company for action as soon as practicable. Reports must include, as far as

practical, the following detail to enable the Distribution Company to locate the hazardous tree:

- The name and contact details and any relevant qualifications where known of the person making the report;
  - As much detail as possible about the location of the tree (including, where known, GPS coordinates, details of numerical/name plate on nearest pole, name of nearest road or crossroads, closest landmark, whether tree is on private land or road reserve etc.);
  - A description of the tree (including, if known, the genus and species of tree);
  - The primary reasons given for the tree being identified as potentially hazardous (eg. tree is in proximity to an electric line AND there is evidence of structural weakness, excessive lean or appears to be encroaching into line clearance space etc.); and
  - An indication of whether or not urgent action is required.
- The Distribution Company should advise the person responsible for the tree that it may be hazardous, where they are not the responsible person.

#### **Distribution Companies**

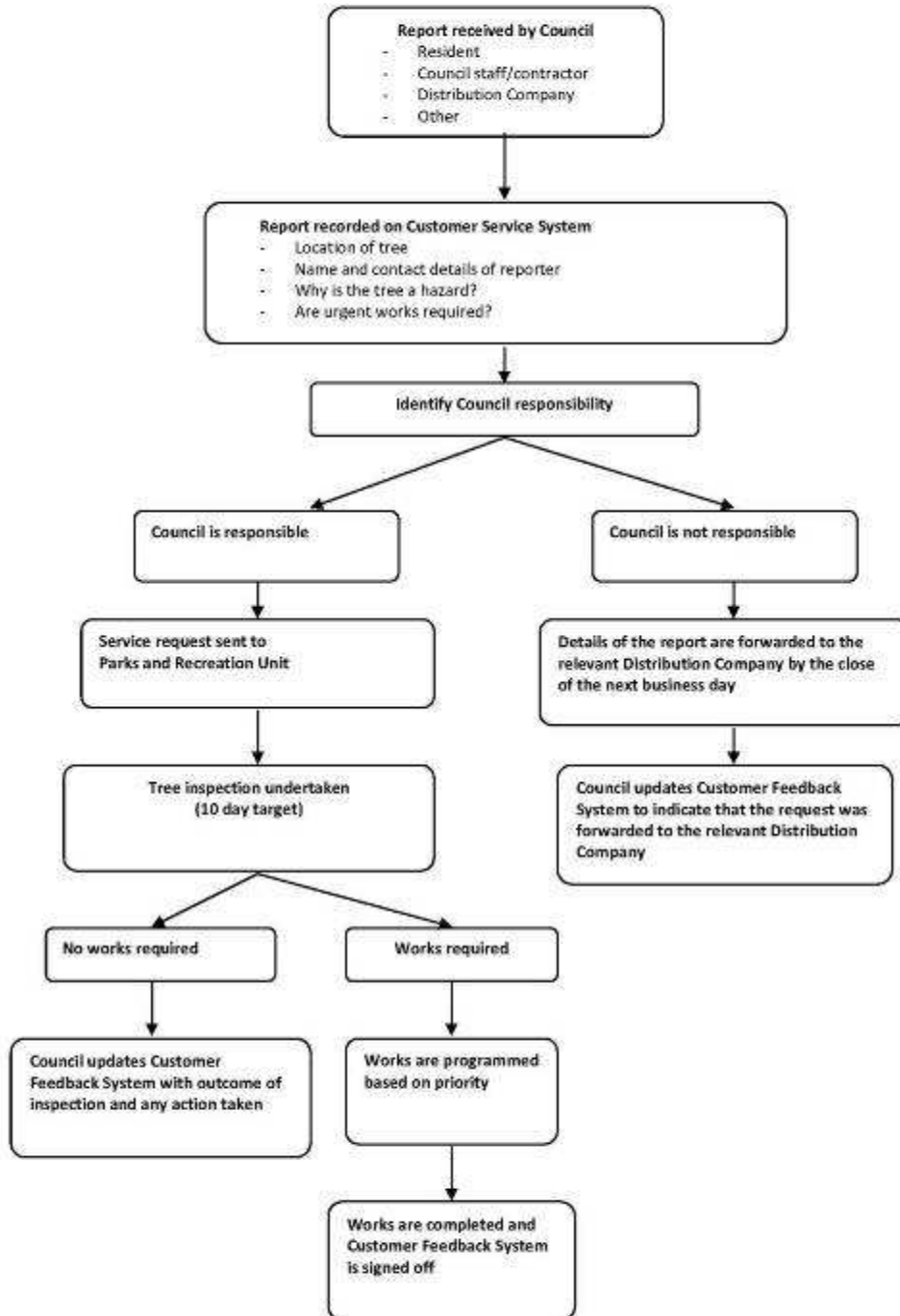
Contact details for Distribution Companies within the City of Manningham, are as follows:

Distribution Company	Contact Phone Number
United Energy	132 099
Ausnet Services	131 799
VicRoads	131 170

#### **PROCEDURES FOR NOTIFICATION OF RESPONSIBLE PERSONS**

Where a potentially hazardous tree has been reported to Council, Council should follow the procedure outlined below. See Process Map below:

**HAZARD TREE REPORTING PROCESS MAP**



**Reporting**

All responsible persons should put in place mutually agreed arrangements for the manner in which it passes on reports of potentially hazardous trees to responsible persons.

In situations where Manningham City Council is notified of a hazardous tree for which they are the responsible person, then Council is not required forward the notification to the relevant Distribution Company.

**Reporting Timelines**

Reports to the relevant distribution company/responsible person should be made as soon as practicable.

In circumstances where:

- the potentially hazardous tree is located within a high bushfire risk area (as per Section 80 of the ES Act) and the potentially hazardous tree is reported during the fire danger period declared under the *Country Fire Authority Act 1958* (Victoria); or
- the report indicates that there is an imminent danger that the tree will contact or fall onto lines as a result of minor environmental changes;

The potentially hazardous tree must be referred to the relevant responsible person for action as soon as possible, and by the close of the next business day.

**Register**

Manningham City Council, as a responsible person, will maintain a register of notifications received for hazard trees for which they are the responsible person through its Customer Service System.

**C. 2 Community Information Guides (formerly Township Protection Plans)**

<http://cfaonline.cfa.vic.gov.au/mycfa/Show?pageId=publicTownshipProtectionPlans#PR>

**C. 3 Neighbourhood Safer Places (NSP)**

Manningham Municipal Area's NSP are as follows:

1. Warrandyte Senior Citizens Centre 2-28 Taroona Avenue, Warrandyte
2. Domeney Reserve Sporting Pavilion 24-52 Knees Road, Park Orchards
3. Wonga Park Primary School Cnr Dudley Road and Lantana Drive, Wonga Park
4. Warrandyte Sports Pavilion 2-28 Taroona Avenue, Warrandyte

For more information on NSP's visit, [www.cfa.vic.gov.au](http://www.cfa.vic.gov.au)

**C.4 Community Fire Refuges**

Manningham City Council does not have any identified Fire Refuges.

## **D.1 Community engagement work plan**

### **Contents**

- 1. Introduction**
  - 1.1 About the MFMP
  - 1.2 Why is community engagement important to fire management planning?
  - 1.3 Associated documents
- 2. Strategic framework for Manningham**
- 3. Community engagement landscape & opportunities for agency collaboration**
- 4. WHY: Aims & objectives**
  - 4.1 Aims & objectives
  - 4.2 Negotiable and non-negotiable
- 5. WHAT: Positioning and key messages**
  - 5.1 Project statement
  - 5.2 Key questions
  - 5.3 Key messages
- 6. WHO& HOW: Engagement & communications**
- 7. Risk management**
  - 7.1 Identification and analysis
  - 7.2 Risk assessment
  - 7.3 Media research
- 8. Project management**
  - 8.1 Roles and responsibility

## **1.Introduction**

The purpose of this document is to outline the communications and engagement activities to be implemented to support the development of the Manningham Municipal Fire Management Plan (MFMP).

An overarching Regional Stakeholder and Community Engagement Strategy guides these strategic imperatives outlined in this implementation plan.

The key principles guiding the communications and engagement strategy are transparency, openness and collaboration.

Community engagement for fire management planning is intended to:

- promote acceptance, understanding and joint problem solving;
- raise knowledge and skills of fire management through participation;
- produce plans that support community and organisational expectations; and
- incorporate community and organisational needs into the development of plans.

### **1.1 About the MFMP**

The MFMP represents a true collaborative approach between agencies responsible for fire planning and management across the municipality.

### **1.2 Why is community engagement important to fire management planning?**

Community engagement is a high priority for all levels of Government. Undertaking effective stakeholder and community engagement is critical to assisting agencies and communities to plan, prepare, respond and recover from bushfires.


### **1.3 Associated documents**

This plan is to be read in conjunction with the Manningham MFMP.

## 2. Strategic framework for Manningham

The Integrated Fire Management (IFMP) process has adopted the International Association of Public Participation (IAP2) Framework to guide its engagement activities.

For the purposes of the [insert municipality] communications and engagement program, the level at which it must focus is on the **INFORM and CONSULT** level. Agencies are responsible for activities featured in INVOLVE, COLLABORATE and EMPOWER levels.



	Inform	Consult	Involve/Collaborate
Who	General community	Residents and business owners in high risk bushfire prone areas: Warrandyte South Warrandyte Park Orchards Wonga Park Donvale Doncaster East Templestowe East  MCC staff residing in the bushfire prone areas.(Everyone email/E bulletin/Mfocus)  Individuals with special interest in fire management  Media (press release)  Special interest: Manningham Community Directory: Park Orchards Rate Payers Assoc. Warrandyte Assoc. (Be Ready Warrandyte Committee) Agricultural – Orchards, Wineries Multicultural Tourism and regional development(EEP Lucinda, Hannah) Members of Parliament (Noel) Environmental, Landcare Groups and Friends of groups (EEP) Senior citizen groups Rotary, Probus and Apex Groups  Manningham City Council Councillors (SBS briefing) Municipal Emergency Management Planning Committee (Standing agenda item) Council Business Units: Committees of management Customer service	CFA Brigades: Warrandyte South Warrandyte Wonga Park  Community groups: Warrandyte Community Association (Be Ready Warrandyte Committee)  Community Fireguard Groups
Engagement objectives	To ensure fire planning engagement process assists in educating and informing the community about risk of bushfire.	To seek and ensure local knowledge is captured and considered for inclusion in fire planning management.	To gain input and shape MFMP and approach to community engagement.
Commitment to stakeholders	We will provide you with opportunities to be involved in the	We will keep you informed, listen to and acknowledge concerns and aspirations and provide feedback on how public input	We will work with you to ensure that your concerns and aspirations are directly



Tools	planning process.	influenced the decision.	reflected in the alternatives developed, and provide feedback on how public input influenced the decision.
	Media release Utilising 'What Matters Manningham' Feedback form available online	Feedback forms	CFA responsible for briefings/workshops Fire Ready Victoria Meetings Committee Reps responsible for presenting on the plan at meetings

### 3. Community engagement landscape & opportunities for agency collaboration

Key organisations involved in the provision of fire planning/preparedness communications and information for community in Manningham.

Who	What	How	Where and Who	When	Opportunities for collaboration
Manningham City Council	What Matters Manningham Web presence and MMatters rates mail out	Upload plan and feedback form; FAQ's etc		Jan/Feb 2013	
And adjoining Councils: Maroondah, Nillumbik					Met with Maroondah to integrate work plans MCC plan/flyer at Nth.Warrandyte "Speakout" Nov 2012
CFA					FRV meetings, CIG's, Community Fire Guard Group meetings
MFB	Community Street meetings; Local Inspections				
Victoria Police					
Parks Victoria	Conrad to provide info				
DEPI					
VICSES					
Utilities					
VicRoads					

## 4. WHY: Aims & objectives

### 4.2 Aims and objectives

Support the development of the MFMP through effective community and stakeholder engagement, ensuring local knowledge is captured and considered for inclusion in fire management planning.

Objectives:

- To align emergency management community engagement opportunities.
- To identify and provide meaningful engagement opportunities for community and stakeholders to understand and provide informed feedback about fire management planning.
- To provide clear, timely and relevant information to the community and stakeholders about the MFMP and agency responsibilities.
- To support the Municipal Fire Management Planning Committee (MFMPC) to implement a collaborative communications and engagement program.
- To identify and maximise communications opportunities for promoting MFMP consultation activities through MFMPC member organisations.

### 4.2 Negotiable and non-negotiable

The same negotiable and non-negotiable rules will apply to both stakeholders and the community.

Negotiable	Non-negotiable
How the MFMP is communicated to individuals and community groups	CFA and MFB legislative requirements
Suggestions for fire prevention, preparedness, response and recovery measures and treatments	Agency Works Plans
Feedback on effectiveness of treatments	Operational Response Framework
Perceived community risks	Service Delivery Standards
Community assets or facilities at risk and inclusion to VFRR	VFRR ratings system

## 5. WHAT: Positioning and key messages

### 5.1 Positioning statement

A shared approach to fire management planning at the municipal level.

### 5.2 Key questions

- Your local knowledge is important to us – Have we missed anything and what could we do better?
- How can we help you better prepare and recover from fire?

### 5.3 Key messages

Focus	Key messages
What is the MFMP?	<p>The MFMP outlines how all fire agencies and other agencies/organisations responsible for fire planning and management at the local level are working together to identify, mitigate and reduce the destructive impact of fire on our communities and environment.</p> <p>All fire agencies and other agencies/organisations responsible for fire management are sharing information, such as work plans, burn schedules and community education programs.</p>
Community Engagement	<p>Capturing practical local knowledge is critical to fire management planning.</p> <p>We want you to understand what the fire agencies are doing, so that you can better understand your own role in fire planning and preparedness.</p> <p>What can we do to assist you and your community to better prepare for the risk of bushfires?</p> <p>We are committed to being transparent, so that communities better understand our and their role in fire management.</p> <p>We want the community to help identify any gaps in our work plans.</p> <p>How we prevent, prepare, respond and recover from bushfire requires a collaborative approach by all levels of government, industry and the community.</p>
Promise to community	<p>We are committed to listening to the community and invite feedback on the MFMP. Have we missed anything?</p>
Bushfire risk	<p>The risk of bushfire is real for many Victorians.</p> <p>You are responsible for understanding your own risk of bushfire and what you can do to reduce the risk.</p> <p>Every individual is responsible for knowing what to do and where to go in case of bushfire.</p>
Local messages	<p>Support State and regional messaging: e.g. Warrandyte being one of the original 52</p>

	<p>High Risk townships (now over 120 plus high risk townships); CIG's and work the WCA Be Ready are doing in the community to build resilience.</p> <p>A MFMP exists and feedback is valued.</p>
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## 6. WHO & HOW: Engagement and communications

The following table details stakeholders and communities to be engaged as part of fire planning management.

External Stakeholders	Briefing/ presentations	Targeted Direct Mail	Warrandyte Festival and Market	Media/ Social Media (Each Agency)	Council Comms (What Matters Manningham)	Advertising (Council half page Leader)	Environment Seminar Warrandyte 6 <sup>th</sup> March
High bushfire risk communities:							
Warrandyte	Y	N	Y	Y	Y	Y	Y
South Warrandyte	N	M	Y	Y	Y	Y	Y
Park Orchards	N	M	Y	Y	Y	Y	Y
Wonga Park	N	M	Y	Y	Y	Y	Y
All Manningham residents and business owners	N	M	N	Y	Y	Y	
Community associations/groups NOC Community Directory	N	Y	Y	Y	Y	N	Y
Warrandyte Community Association	Y	Y	Y	Y	Y	N	N
Park Orchards Rate Payers Association	N	Y	N	N	Y	N	N
Community Fire Guard groups	N	Y	M	N	Y	N	N
Tourism Boards	N	Y	M	N	Y	N	N
Environmental and Landcare groups	N	Y	M	N	Y	N	Y
Agricultural groups	N	Y	M	N	Y	N	N
Friends of groups	N	Y	M	N	Y	N	Y
Members of Parliament	N	M	M	N	Y	N	N
Church, social welfare groups	N	N	M	N	Y	N	N
Senior citizen groups, aged care providers	N	Y	M	N	Y	N	N
Rotary, Probus & Apex groups	N	Y	Y	N	Y	N	N
CALD community groups	N	Y	M	N	Y	N	N
Media	N		N	N	Y	N	N

Councillors	Y	Y	N	N	Y	N	N
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## 7. Risk management

### 7.1 Identification and analysis

The following table lists the stakeholders and communities whom we will engage about fire management planning.

All of the stakeholders/communities have been identified as complying with CONSULT level on the IAP2 spectrum.

Who	Known issues or concerns	Proposed method of engagement/communications
Environmentally concerned groups	Environmental weeds; Burgan; Planned burns	As per Environmental and Landcare groups
Friends of groups MCC Community Directory	Environmental weeds; Burgan; Planned burns	As per Environmental and Landcare groups

### 7.2 Risk assessment

The social risk assessment captured in table below details the potential social risks associated with the project, identifies the likelihood and consequence prior to determining the overall risk rating. Mitigation and management methods are also proposed to minimise the likelihood of the risk occurring.

*There is little negative feedback expected or anticipated by the MFMP.*

Risks (examples only)	Likelihood	Consequence	Risk rating	Mitigation/Management
Community opposition to planned burn program	Low	Low	Low	N/A
Seasonal population and the implications this may have on engagement process	Low	Low	Low	N/A
Interest (or opposition) to process by members of the CFA	Low	Low	Low	N/A
Demand for individual burn program by property owners	Medium	Medium	Medium	N/A
Community concern about management on neighbouring private land	Medium	Medium	Medium	N/A
Existing community opposition to government policy re: code red days	Low	Low	Low	N/A

### 7.3 Media Research

- Outline here any media coverage regarding fire planning and management that may impact on community engagement project. Any red flags?
- To what extent has the coverage been positive or negative?
- Will it impact on public perception of MFMP?



**8. Project management**

**8.1 Roles and responsibilities**

Agency	Key responsibilities
Manningham City Council	Mail out to identified External stakeholders  Liaise with WCA, CFA and Warrandyte Festival Comm.  CE Presence at the Warrandyte Festival  Populate and monitor on line engagement. Collate all submissions for the MFMP
CFA	Liaise with WCA and MCC re Warrandyte Festival CE
DEPI/PV	
MFB	

**D.2 Stakeholder Matrix**

Influence categories:  
H= High: Key stakeholders who have direct interest and investment in the project  
M= Moderate: stakeholders who have a general interest in the project  
L= Low: parties who may be interested in the project (but not stakeholder)



### Draft Municipal Fire Management Plan

Stakeholder Matrix			
Stakeholder	Interest in Municipal Fire Management Plan	Influence (H, M, L)	Engagement Approach
Country Fire Authority	Key contributor	H	Member of the MFMP and sub committee Participate in bimonthly meetings
Metropolitan Fire Brigade	Key contributor	H	Member of the MFMP and subcommittee Participate in bimonthly meetings
Department of Sustainability and Environment	Key contributor	H	Member of the MFMP and subcommittee Participate in bimonthly meetings
Manningham City Council	Key contributor, responsible for the preparation of the plan	H	Member of the MFMP and subcommittee Arrange in bimonthly meetings
VicRoads	Strategic asset management for fire mitigation	M	Attend meetings as required
Victoria Police	Specific to evacuation and traffic management	M	Attend meetings as required
Victoria State Emergency Service	Specific to supporting response and recovery activities	M	Attend meetings as required
SP Ausnet	Strategic asset management for fire mitigation	M	Attend meetings as required
United Energy	Strategic asset management for fire mitigation	M	Attend meetings as required
Melbourne Water	Strategic asset management for fire mitigation	M	Attend meetings as required
Yarra Valley Water	Strategic asset management for fire mitigation	M	Attend meetings as required



### Draft Municipal Fire Management Plan

Municipal Emergency Management Planning Committee	MFMP is a sub component of the committees Municipal Emergency Management Plan	H	MFMPC provides meeting minutes to MEMPC and is represented at the MFMPC
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#### D.3 List key stakeholders - based on the IAP2 spectrum in the Community Consultation and Engagement Policy (2010)

Name of stakeholder groups	Level of engagement	Engagement method/channel	Key messages
<b>Primary agencies</b> CFA MFB DSE MCC	Consult Involve Collaborate	Stakeholder workshops, briefings, meetings	Developing the plan, responsible for the delivery of the communications and consultation plan
<b>Secondary agencies</b> Vic Roads Victoria SES Victoria Police SP AusNet United Energy Yarra Valley Water Melbourne Water	Inform Involve Empower	Stakeholder workshops, briefings, meetings as required  Direct letters requesting input when required	Plan is being drafted, MFMPC is seeking input  Input requested through MFMPC  Draft complete MFMPC is seeking comment
<b>Environment groups (community)</b> Wonga Park Jumping Creek Catchment Land Care group Friends of the Warrandyte State Park Scout Groups	Inform	Direct mail letters  Draft to be placed on website and available at Council offices for viewing  Advertising that draft is available for comment	Plan is currently being drafted, background, objective of the plan, where interest should be directed  Plan been drafted, comments are requested. Methods for accessing information



**Draft Municipal Fire Management Plan**

		<p>Plan available at fire consultation days such as DSE FOP and CFA Fire Ready Victoria sessions</p> <p>Community discussion forums run if there is enough interest</p>	
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### Draft Municipal Fire Management Plan

List key stakeholders - based on the IAP2 spectrum in the Community Consultation and Engagement Policy (2010)

Name of stakeholder Groups	Level of engagement	Engagement method/channel	Key messages
<b>Resident groups</b> Wonga Park Residents Association Rate payers association	Inform	Direct mail letters Draft to be placed on website and available at Council offices for viewing Advertising that draft is available for comment Plan available at fire consultation days such as DSE's FOP's and CFA's Fire Ready Victoria program Community discussion forums run if there is enough interest	Plan is currently being drafted, background, objective of the plan, where interest should be directed. Plan has been drafted, comments are requested. Methods for accessing information.
<b>Business groups</b> Warrandyte Businesses Association Warrandyte Community Association Manningham Business Network	Inform	Direct mail letters Draft to be placed on website and available at Council Offices for viewing Advertising that draft is available for comment Plan available at fire consultation days such as DSE's FOP's and CFA's Fire Ready Victoria sessions Community discussion forums run if there is enough interest.	Plan is currently being drafted, objective of the plan, where interest should be directed. Plan has been drafted, comments are requested. Methods for accessing information.
<b>Media</b> Manningham Leader Manningham Matters Warrandyte Diary	Inform	Direct mail letters Draft to be placed on website and available at Council Offices for viewing Advertising that draft is available for comment Plan available at fire consultation days such as DSE's FOP's and CFA's Fire Ready Victoria sessions	Plan is currently being drafted, background, objective of the plan, where interest should be directed. Plan been drafted, comments are requested. Methods for accessing information.



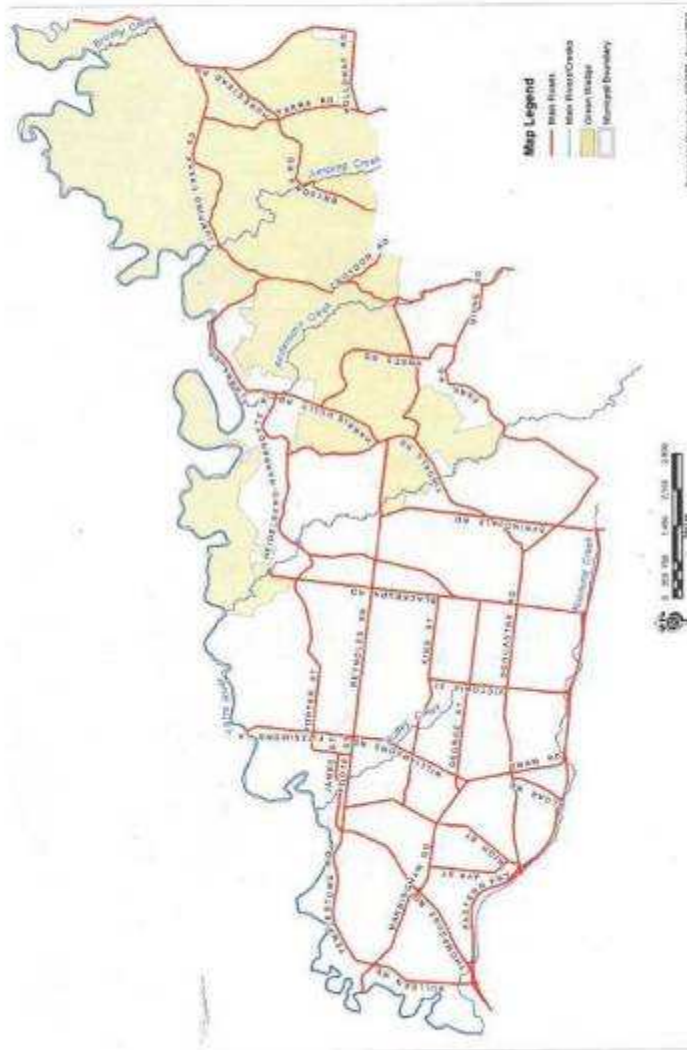
**Draft Municipal Fire Management Plan**

Local MPs Ryan Smith Kevin Andrews Danielle Green	Inform	Direct mail letters Draft to be provided for comment	Plan is currently being drafted, background, objective of the plan, where interest should be directed for constituents. Plan has been drafted, comments were requested. Methods for accessing information.
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**Draft Municipal Fire Management Plan**

**E. Maps**  
Manningham Green Wedge

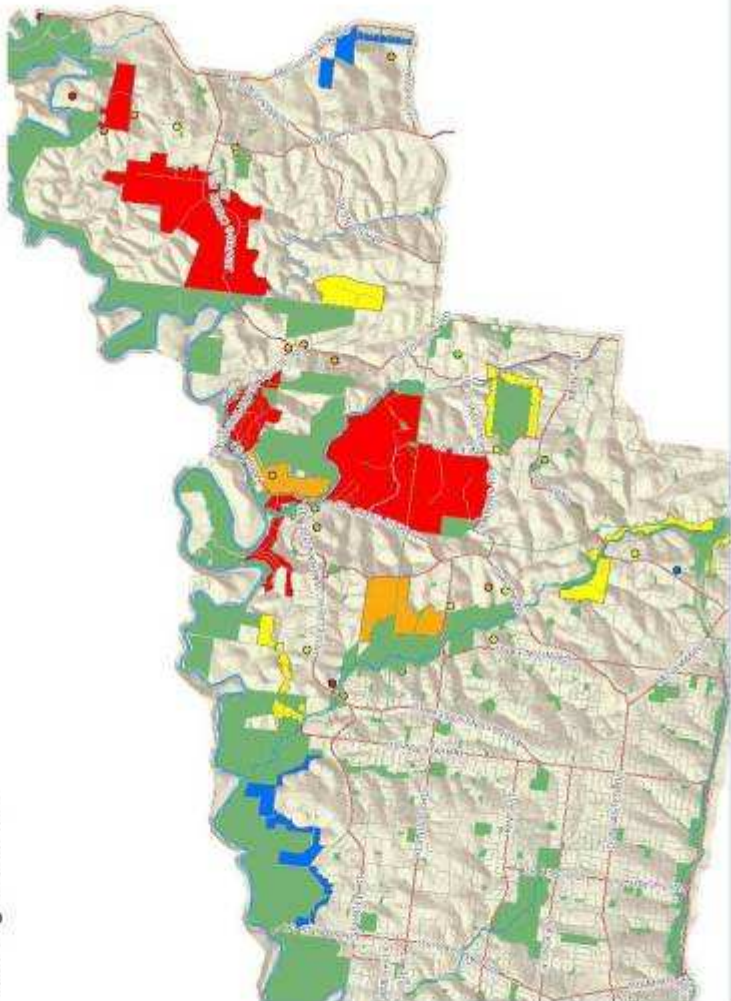






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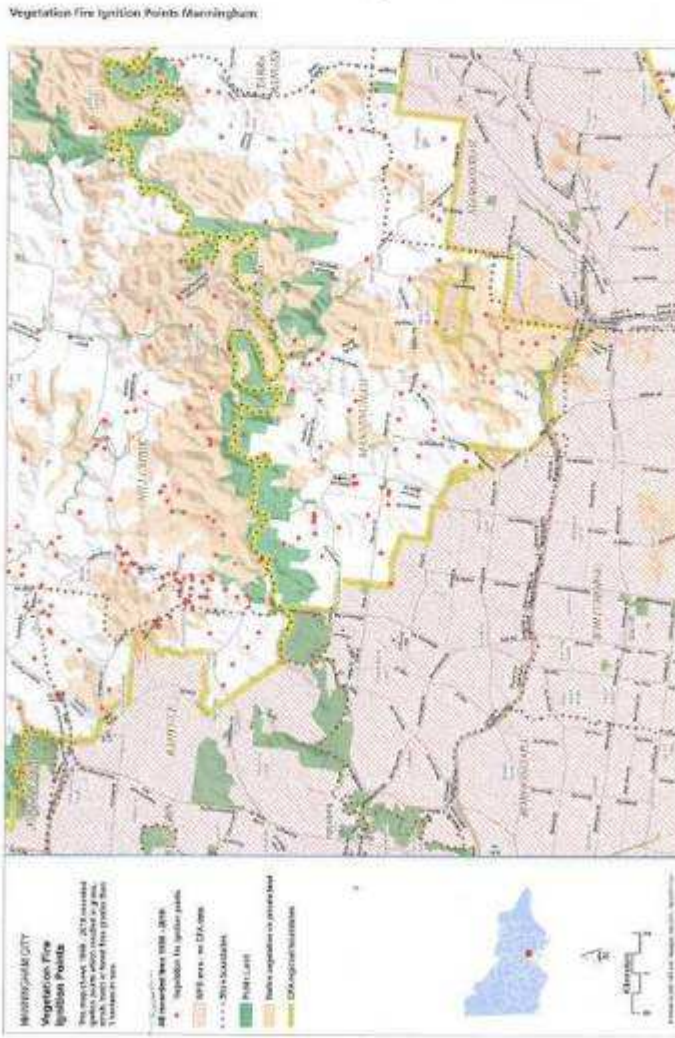
**Manningham VFRR**





**Draft Municipal Fire Management Plan**

**Vegetation Fire Ignition Points Manningham**

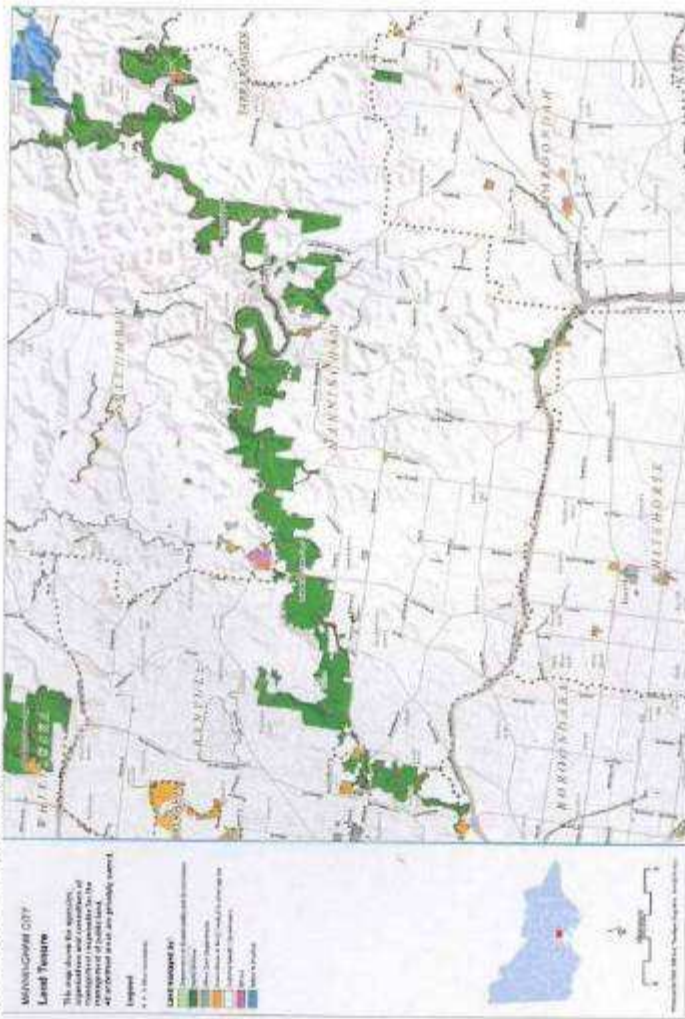






**Draft Municipal Fire Management Plan**

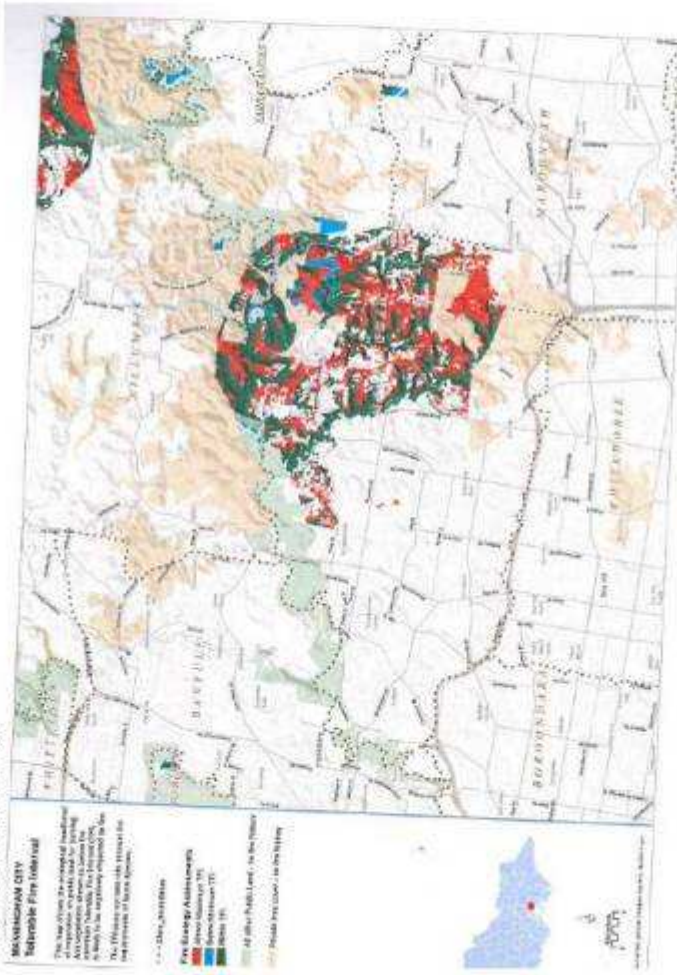
**Land Tenure Manningham**





**Draft Municipal Fire Management Plan**

**Tolerable Fire Interval**





## Draft Municipal Fire Management Plan

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**Draft Municipal Fire Management Plan**

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For more information go to: [www.ifmp.vic.gov.au](http://www.ifmp.vic.gov.au)



**10. ASSETS & ENGINEERING**

There are no Assets & Engineering reports.

**11. COMMUNITY PROGRAMS**

There are no Community Programs reports.

## 12. CORPORATE SERVICES

### 12.1 Annual Report 2014/2015

Responsible Director: Director Shared Services

File No. T15/213

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

#### SUMMARY

*All Victorian councils have a statutory obligation to prepare an annual report that is in accordance with section 131 of the Local Government Act 1989 (the Act). The annual report must be lodged with the Minister for Local Government (the Minister) by 30 September each year.*

*Council is being requested to give 'in principle' approval of the draft 2014/2015 Annual Report at the Council Meeting on 29 September 2015. Council is also required to publicly consider the annual report within one month after it has been sent to the Minister by the 30 September deadline. A further report to this effect will be presented to the 27 October 2015 Ordinary Meeting of Council.*

*In principle approval of the performance statement and financial statements (i.e. the audited section of the annual report) has been dealt with in a separate report presented at a Special Meeting of Council on 8 September 2015.*

#### 1 BACKGROUND

- 1.1 The Annual Report is a key reporting tool used to monitor Council's performance. It must include a report of Council's operations, audited standard statements, audited financial statements and audited performance statement.
- 1.2 This is the first year Council is reporting on a number of service performance, financial and sustainability indicators under the new Local Government Performance Reporting Framework (LGPRF).
- 1.3 Council is now in a position to review and give 'in principle' approval to the general content and structure of the Annual Report 2014/2015 prior to its publication.
- 1.4 The Annual Report provides the community with a comprehensive overview of Council's performance during the 2014/2015 financial year, covering a range of information, including:
  - 1.4.1 A review of Council's performance against the 2013-2017 Council Plan and the strategic indicators contained within it
  - 1.4.2 An overview of the legislative, economic and other factors that have had an impact on Council's performance
  - 1.4.3 Performance, standard and financial statements

- 1.4.4 Major policy initiatives, operations, works undertaken
- 1.4.5 Information on the nature and range of activities and services delivered
- 1.4.6 Highlights, achievements and challenges for Council
- 1.4.7 Names of the Councillors and their details
- 1.4.8 The administrative structure of Council, including the name of the Chief Executive Officer/senior officers and their areas of responsibility, the organisational chart, and Council's contact details.

## **2 PROPOSAL/ISSUE**

- 2.1 It is proposed that Council approves 'in principle' the 2014/2015 Annual Report for the year ended 30 June 2015.

## **3 PRIORITY/TIMING**

- 3.1 Following the Council's 'in principle' approval of the Annual Report 2014/2015, a copy inclusive of the audited 2014/2015 Performance Statement and Financial Statements, will be forwarded to the Minister on 30 September 2015.

## **4 POLICY/PRECEDENT IMPLICATIONS**

- 4.1 Council has a legal obligation to submit its Annual Report 2014/2015 to the Minister by 30 September 2015. Failure to submit by the due date will result in this being published in the Annual Report of the Department of Environment, Land, Water and Planning.
- 4.2 Council is required to comply with section 131 of the *Local Government Act 1989* and, in addition, to the *Local Government (Planning and Reporting) Regulations 2014*, which prescribe further information that is required to be included in the Annual Report.
- 4.3 In accordance with statutory requirements, the Annual Report 2014/2015 is to be presented to the Ordinary Council Meeting on 27 October 2015, in line with the *Local Government Act 1989* which requires councils to publicly consider the annual report within one month of submitting it to the Minister.

## **5 COUNCIL PLAN/ MEASURE OF ACHIEVEMENT OF ACTION**

- 5.1 The Annual Report contains a summary of Council's performance against the strategic objectives in the 2013-2017 Council Plan.

## **6 SUSTAINABILITY**

- 6.1 An online version of the Annual Report 2014/2015 will be placed onto Council's corporate website to complement the printed publication.

## **7 COMMUNICATIONS STRATEGY**

- 7.1 As required by the *Local Government Act 1989*, public notice will be given advising that the Annual Report 2014/2015 is available for public inspection.

- 7.2 The report includes the interpretation services icon and phone number on the back page to direct non-English readers to contact Council's language services for information about the document or Council services in general.
- 7.3 Following the Ordinary Council Meeting on 27 October 2015:
- 7.3.1 An online version of the Annual Report 2014/2015 will be produced and placed on Council's corporate website
- 7.3.2 Hard copies will be printed and made available at the Manningham Civic Centre and Manningham libraries
- 7.3.3 Copies will be distributed to the Executive Management Team (EMT), councillors, managers and co-ordinators, Eastern Region Metropolitan councils, and other interested persons (upon request).

## 8 CONCLUSION

- 8.1 The 2014/2015 Annual Report provides a comprehensive review of Council's performance during the 2014/2015 financial year. Council is now in a position to give 'in principle' approval to the general contents and structure prior to its publication.

## OFFICER'S RECOMMENDATION

That:

- A. Council gives 'in principle' approval to the tabled version of the Annual Report 2014/2015 and for the Report to be sent to the Minister for Local Government on 30 September 2015.
- B. The Annual Report 2014/2015 be presented to the Ordinary Council Meeting on 27 October 2015, in line with the *Local Government Act 1989* which requires councils to publicly consider the annual report within one month of submitting it to the Minister for Local Government.
- C. That a public notice be placed in the *Manningham Leader* and *The Age* advising the community that the Annual Report 2014/2015 is available for public inspection and of the 27 October 2015 Ordinary Meeting of Council.

MOVED: GRIVOKOSTOPOULOS  
SECONDED: O'BRIEN

That the Recommendation be adopted.

CARRIED

Attachments:

2014/2015 Annual Report

\* \* \* \* \*



# Welcome

Manningham Council provides a wide range of services and infrastructure to its community and is responsible for the effective management of \$2 billion of land and infrastructure assets (e.g. roads, drains, footpaths) across an area of 114 square kilometres in Melbourne’s north eastern suburbs.

2

Manningham City Council

**OUR MISSION**

To serve our community by delivering valued services and programs that meet community expectations.

**OUR VISION**

To be a City that values people, heritage and resources. A City with a strong economy and diverse social and natural environment that will enrich our vibrant community.

**OUR VALUES**

**Honesty**

We commit to truth, integrity and goodwill in our community

**Inclusiveness**

We embrace and promote all people

**Transparency**

We will be open in our practices and communication with the community

**Equity**

We will be fair and impartial in serving the community

**Respect**

We will treat people with dignity and courtesy.

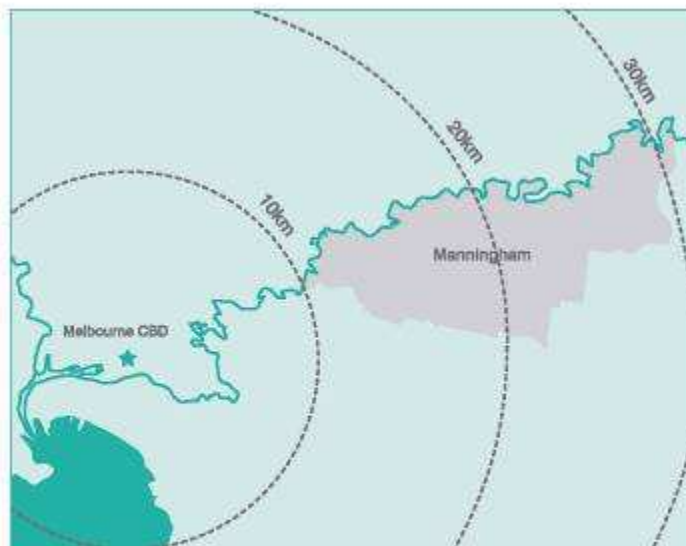
**OUR STRATEGIC DIRECTION**

Council’s objectives and actions to achieve our mission and further improve services and facilities are described in our Council Plan 2014 – 2017 delivered through our annual Strategic Resource Plan 2014/2015 and Budget 2014/2015 and are reported on in this document.

Council is committed to transparent reporting and accountability to the community and the Annual Report 2014/2015 is the primary means of informing the Manningham community of Council’s performance during this financial year.

This report incorporates all operational activities of Manningham and includes key issues and challenges facing the City and its community, and for the first time we are reporting on a number of service performance, financial and sustainability indicators under the new Local Government Performance Reporting Framework (LGPRF).

The following pages provide a summary of Council’s performance in 2014/2015. A more detailed performance report starts on page 29.



## Performance highlights

2014 – 2017 COUNCIL PLAN STRATEGIC OBJECTIVES	OUR MAJOR ACHIEVEMENTS IN 2014/2015	RESULTS
<b>OUR COMMUNITY SPIRIT</b> More information on page 32	\$1.5 million provided in community grants to fund 104 projects.	11 cultural and civic events delivered to 17,450 people.
	Endorsed the inaugural Access, Equity and Diversity Strategy 2014 – 2017.	
	New online animal registration process launched.	66 per cent of residents feel part of the community.
	Continued implementation of Active for Life Recreation Strategy with 96 per cent of actions now complete.	
	Delivered an Emergency Management Prevention and Preparedness Education Program.	111 food premises issued a Five Star Food Safety Award.
	Adopted a new Road Safety Strategy Action Plan.	
	Commenced the Live Well in Bulleen Community Strengthening Project.	
<b>ENJOY AND PROTECT OUR NATURAL SPACES</b> More information on page 36	Gaming Policy adopted by Council for inclusion in the Manningham Planning Scheme.	
	Recycled more than half of collected residential kerbside waste.	53.7 per cent household waste diverted from landfill.
	Signed a Memorandum of Understanding with Cofely Australia to prepare a district energy project proposal for Doncaster Hill.	11,030 trees/shrubs planted.
	Implemented a domestic solar panel program with sustainability provider Positive Charge.	5,408 people participated in sustainability programs.
	Completed a review of the Domestic Wastewater Management Plan.	
<b>GETTING FROM PLACE TO PLACE</b> More information on page 40	Finalist in the LGPro Awards for Excellence for the Three Partners Environmental Research Initiative.	
	Doncaster Hill Mode Shift Plan adopted.	8 per cent of residents travel on buses.
	Installed a new pedestrian bridge over Mullum Mullum Creek to create a 4.5 kilometre off-road walking circuit.	
	Presented the Doncaster Rail petition containing more than 4,000 signatures to State Parliament.	1.09 kilometres of new shared/bicycle paths and 0.95 kilometres of new footpaths built.
	\$620,000 spent on footpath construction.	
Five primary schools implemented Active Travel Plans supporting the behaviour change program to approximately 2,900 students and their families, encouraging them to be active in their commute to school.		

## Welcome

2014 - 2017 COUNCIL PLAN STRATEGIC OBJECTIVES	OUR MAJOR ACHIEVEMENTS IN 2014/2015	RESULTS
<b>PLANNING FOR WHERE WE LIVE</b> More information on page 44	Tunstall Square Structure Plan adopted.	69 per cent of planning applications determined within 60 statutory days.
	Started implementation of the Mullum Mullum Reserve Management Plan, including design for a five court stadium.	920 planning applications processed comprising: — 100 Fast Track applications — 795 Non-Fast Track applications — 25 VicSmart applications.
	Stage two of Tindals Road reconstruction underway.	55 out of 61 Capital Works Projects delivered.
	\$1.88 million spent on drainage improvement works.	341 building permits issued for single dwellings, multi unit developments and apartments.
	Minister for Planning approved Amendment C101 to rezone the Eastern Golf Course site for residential development.	90,599m <sup>2</sup> of Council roads resurfaced.
	In Doncaster Hill, five development sites are under construction and works are set to start at three more sites (690 apartments), along with 17 approved planning permits (2,420 apartments).	
<b>EVERYTHING WE NEED IS LOCAL</b> More information on page 50	87 per cent of all actions in the Economic Development Strategy delivered.	463,312 visits to Aquarena
	Started work on the final stages (four, five and six) of the Aquarena Aquatic and Leisure Centre Master Plan.	615,679 visits to Manningham libraries.
	Completed a major review of library services.	167,692 hours of Home and Community Care provided.
	Spent \$345,000 to refurbish the Bulleen and Templestowe Senior Citizen Centre.	Delivered 57 business events to 1,608 attendees.
	88.7 per cent satisfaction rate with Council's public immunisation service.	14,232 visits to the Manningham Gallery and 12 exhibitions.
	143 entries received for the 2015 Manningham Victorian Ceramic Awards.	
<b>COUNCIL LEADERSHIP AND ORGANISATIONAL PERFORMANCE</b> More information on page 56	Endorsed a new Community Engagement Framework.	Operating surplus of \$14.2 million.
	Completed an evaluation of the formal continuous improvement program.	29,480 customer service requests actioned.
	Implemented a new Customer Service Policy and Complaint Handling Procedure.	
	Adopted in principle a revised Reconciliation Action Plan 2015 – 2017.	Performance index rating of 68 out of 100 for overall performance, which is significantly higher than the state wide average of 60.
	Negotiated 2014 – 2017 Enterprise Agreement.	
	Solar panels (99 kW Photo Voltaic system) installed at the Council Depot.	Performance index rating of 58 out of 100 for community engagement, which is higher than the state wide average of 56.

\* The source for results is the 2015 Local Government Community Satisfaction Survey.



## Challenges and future outlook

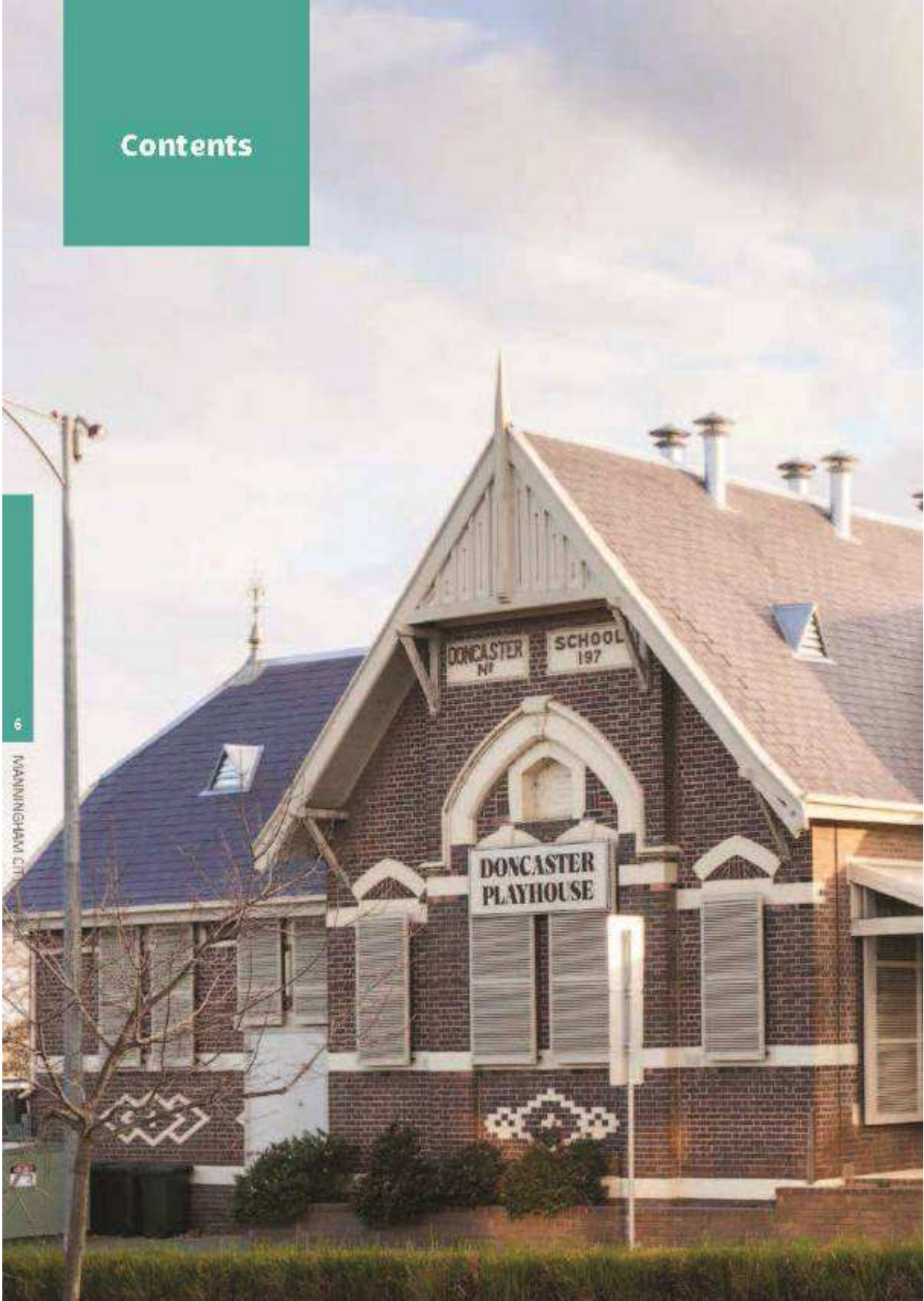
### CHALLENGES

- The State Government intends to introduce legislation that will cap the rates of local government in Victoria. It is foreshadowed that this will have a significant impact on future financial forecasting in the Strategic Resource Plan beyond the 2015/2016 financial year.
- Council's budget continues to be affected by the impact of long term cost shifting, grant reductions and increased charges from both State and Federal governments. Two such examples are:
  - » Federal Government freezing assistance grants funding which has reduced money available for roads in Manningham.
  - » Library funding from the State Government has continually declined over the past decade, and Council has had to rely on rate revenue to cover the funding gap.
- Council is pushing for the State Government to reassess its position not to proceed with Phase Two of the Doncaster Rail Study – the detailed planning work – to ensure delivery of rail to Doncaster by 2029.

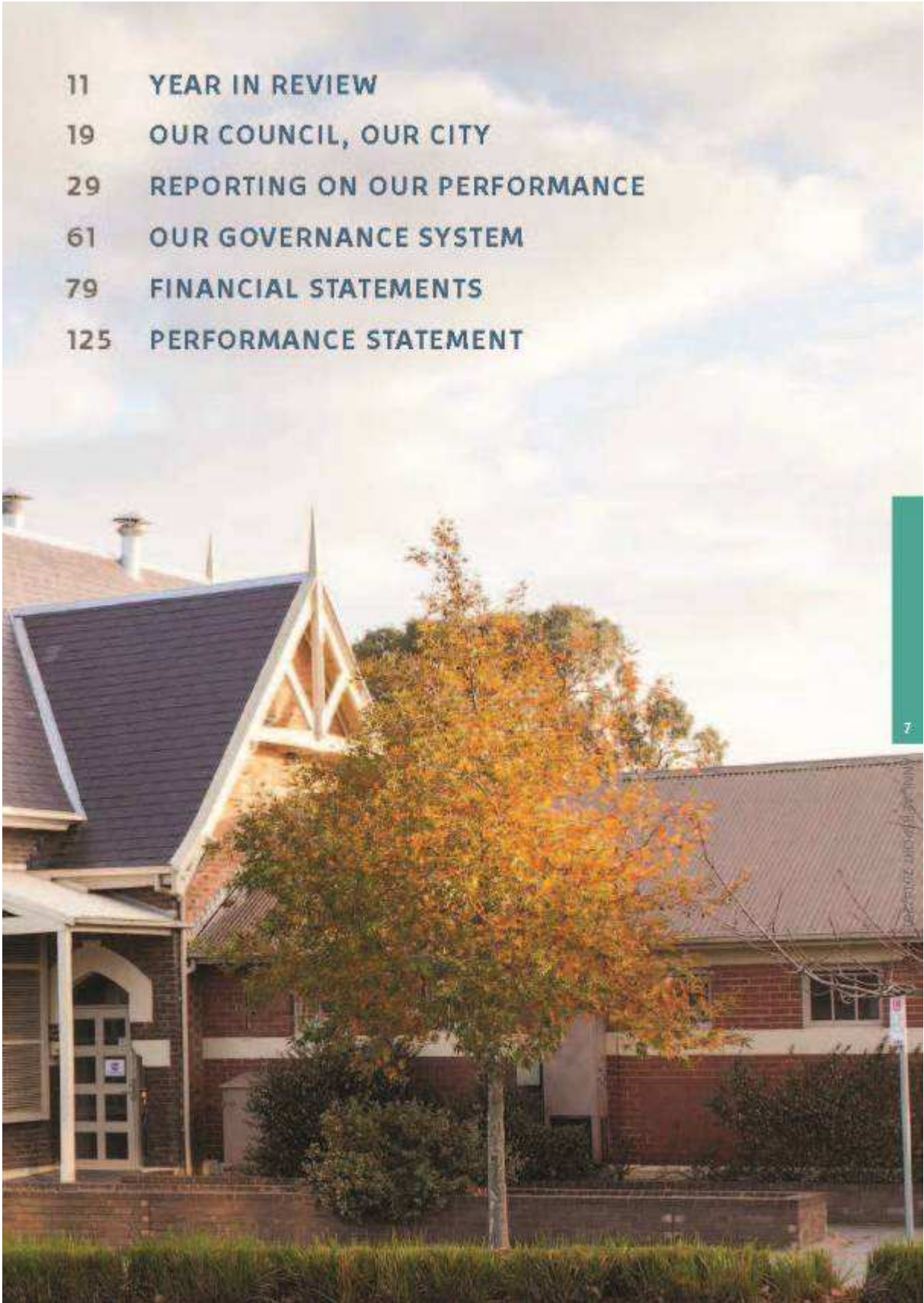
### LOOKING FORWARD

- Implementation of the Live Well in Bulleen Community Strengthening Project to promote better health outcomes and minimise social isolation and disadvantage.
- Completion of the remaining one kilometre of the Mullum Mullum Trail.
- Continuation of Council's advocacy for improved public transport options for Manningham, including heavy rail to Doncaster.
- Finalising the planning permit for the proposed Mullum Mullum Stadium at Mullum Mullum Reserve.
- Completing the final stage of the Aquarena Aquatic and Leisure Centre redevelopment, including the construction of a new indoor pool, expanded health club and the redevelopment of the entrance foyer and a skybridge from the car park.
- Investigating options to improve our customer service to make it easier to do business with Council.

**Contents**



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MANNINGHAM CT



## Council snapshot

Population: 118,521 as of 30 June 2014* Up 1,086 from previous year * The 2015 estimated resident population is yet to be released	1,415 building permits issued
	8,710 kilometres of street sweeping completed
46,870 rateable properties	90,599m <sup>2</sup> Council roads resurfaced
\$103 million operating budget	463,312 visits to Aquarena
15,663 cats and dogs registered	1,218,825 library items borrowed
718 requests for graffiti removal	167,692 hours of home and community care provided
14,232 visits to the Manningham Art Gallery	56,463 meals provided
\$1.5 million provided in community grants	Maternal and child health centres supported 1,124 births and 4,067 clients
11,030 trees planted	37 school crossings supervised
53.7 per cent household waste diverted from landfill	345,364 visits to <a href="http://www.manningham.vic.gov.au">www.manningham.vic.gov.au</a>
\$30.419 million (non-capitalised) in capital works projects delivered	169,452 calls answered by customer service
920 planning applications determined	49 projects put out for public consultation

**Service provided during 2014/2015 per \$100 of your rates:**

<p><b>Capital Works Program</b></p>  <p><b>\$26.44</b></p>	<p><b>Roads, Footpaths and Drainage</b></p>  <p><b>\$13.70</b></p>	<p><b>Waste Services and Recycling</b></p>  <p><b>\$12.18</b></p>
<p><b>Parks, Gardens and Sportsgrounds</b></p>  <p><b>\$13.58</b></p>	<p><b>Planning and Environmental Management</b></p>  <p><b>\$9.50</b></p>	<p><b>Arts, Culture and Libraries</b></p>  <p><b>\$6.95</b></p>
<p><b>Aged and Disability Support Services</b></p>  <p><b>\$3.99</b></p>	<p><b>Health, Children and Families</b></p>  <p><b>\$4.45</b></p>	<p><b>Community Support and Development</b></p>  <p><b>\$4.30</b></p>
<p><b>Customer Service, Governance and Administration</b></p>  <p><b>\$0.30</b></p>	<p><b>Council Owned Community Buildings</b></p>  <p><b>\$2.81</b></p>	<p><b>Risk Management and Insurances</b></p>  <p><b>\$1.78</b></p>

Note: The above amounts cover only the funds raised from household rates and charges. Most services also attracted further funds, such as grants, Federal and State Government funding and other revenue.

Welcome

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*As a Council we are committed to supporting and working with our community to meet the ever changing needs of our City and its people and the environment. The past year has seen a great deal accomplished to support community wellbeing, build and maintain valuable community infrastructure, and improve service delivery.*

*– Cr Paul McLeish, Manningham Mayor*

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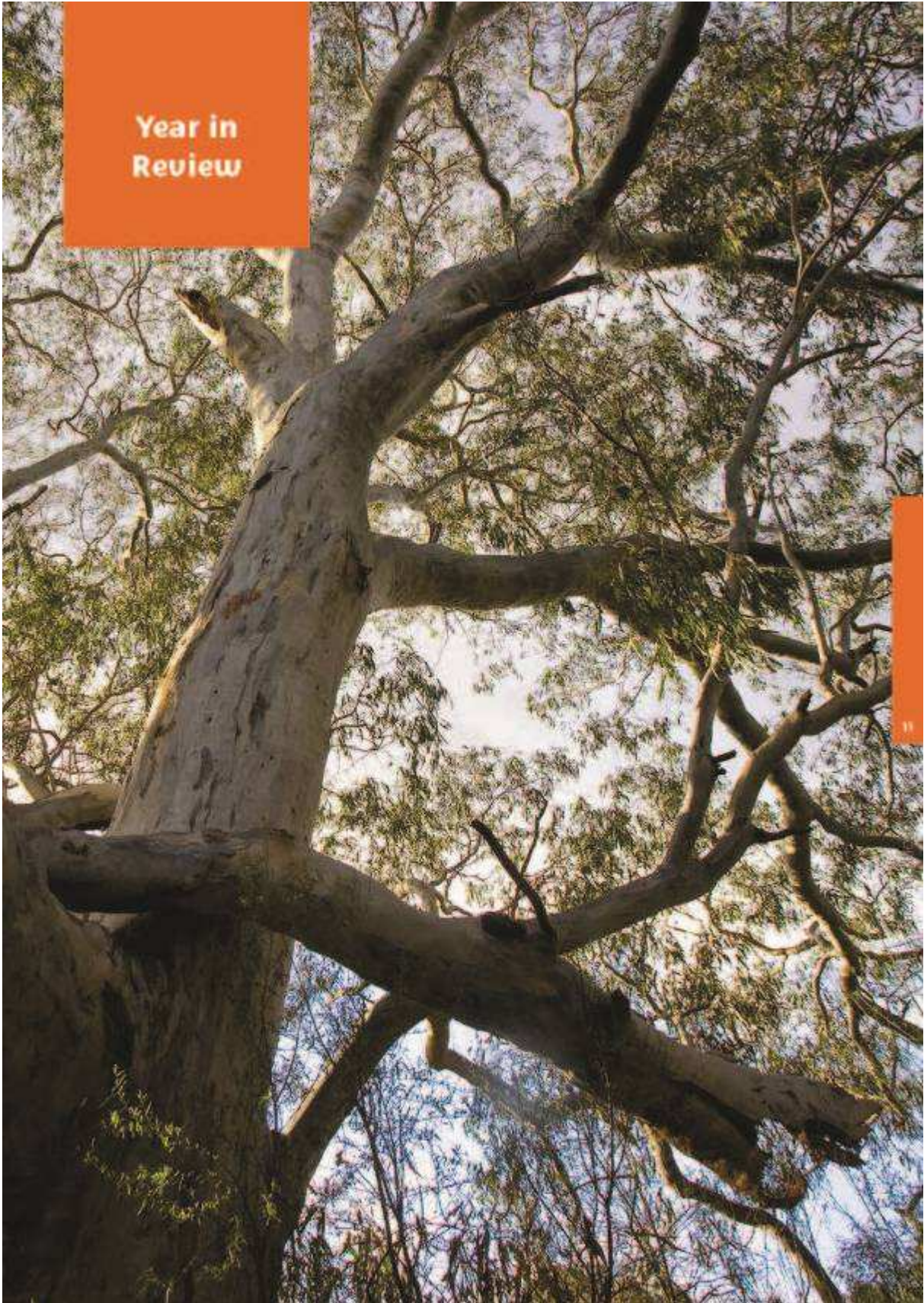
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*The preparation of the Annual Report affords both Council and the community the opportunity to reflect on the year that has passed and provide a thorough and in depth report on the highlights, challenges and wide ranging activities undertaken on behalf of our residents.*

*– Joe Carbone, CEO*

”





## Mayor's Message



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Manningham City Council

On behalf of my fellow Councillors it is with great pleasure that I present Manningham Council's 2014/2015 Annual Report. As a Council we are committed to supporting and working with our community to meet the ever changing needs of our City and its people and the environment.

The past year has seen a great deal accomplished to support community wellbeing, build and maintain valuable community infrastructure, and improve service delivery.

I am pleased to report at the end of our second financial year that we have continued to make significant progress in the implementation of our 2013 – 2017 Council Plan. The Council Plan is the major strategic document we developed, within the wider social and economic context, to define the goals of Council and to guide the delivery of services and facilities.

In 2014/2015 a few of the highlights include:

- The start of work on the final stages of the Aquarena Aquatic and Leisure Centre Master Plan
- Providing \$1.5 million in community grants to fund 104 projects across Manningham
- The installation of a new pedestrian bridge over Mulum Mulum Creek to create a 4.5 kilometre off-road walking circuit
- Commencing the Live Well in Buleen Community Strengthening Project
- Signing a Memorandum of Understanding with Coffey Australia to prepare a district energy project proposal for Doncaster Hill
- Presenting the Doncaster Rail petition with more than 4,000 signatures to State Parliament as part of our continued advocacy for heavy rail to Doncaster.

We have achieved a lot of important milestones this year; this report outlines our achievements and challenges as well as what is proposed in the year ahead for our Council and community.

In 2014/2015, Council's overall financial position remained strong and I encourage you to visit the Financial performance overview standing on page 14 for more details.

One of the greatest challenges facing Manningham and all Councils in Victoria is the State Government's intention to introduce legislation that will cap the rates of local government in Victoria. When introduced, this will have a significant impact on future financial forecasting and planning for Council in and beyond the 2015/2016 financial year.

As a Council I believe we can all be proud of what has been achieved during 2014/2015 and I encourage all members of our community to read through this Annual Report to understand the wide range of initiatives underway and, the challenges and opportunities facing our City.

**Cr Paul McLeish**  
Mayor



## Chief Executive Officer's overview



The preparation of the Annual Report affords both Council and the community the opportunity to reflect on the year that has passed and provide a thorough and in depth report on the highlights, challenges and wide ranging activities undertaken on behalf of our residents.

We are living in testing and demanding times on both a national and state level, and local government in particular is about to go through a period of change and reform.

I am very pleased to report that thanks to many years of responsible governance and a range of recent initiatives, the City of Manningham is well positioned to not only provide for the current needs of our community but be flexible and resilient enough to face the future with confidence.

It is wonderful to have the opportunity to provide this update as I am very proud of what has been achieved throughout the past year with Council working with the community to deliver a variety of services and programs, complete a wide range of vital infrastructure projects and upgrades that support residents and community groups, while enhancing life in our City.

Our Capital Works program continues to deliver much needed community projects which includes both new and refurbished sports, recreation and community facilities, as well as upgrades to our much loved and highly frequented neighbourhood activity centres.

As part of our commitment to improve service and community wellbeing, some of our key activities included undertaking a major review of library services, introducing a new online animal registration process and delivering an emergency management prevention and preparedness education program.

In the past year we have also endorsed a new Community Engagement Framework to guide the way Council engages with our community and implemented a new Customer Service Policy and Complaint Handling Procedure.

We are continually endeavouring to find new and more efficient ways of doing things to improve the interaction between Council and our community and in 2014/2015 we completed an evaluation of our formal continuous improvement program with the goal of enhancing and expanding this program in the year ahead.

During the year there were also a number of changes to the organisational structure to assist us to better meet the needs of our internal staff and the community. This included some realignment of internal service units resulting in a reduced executive structure and formation of the Strategic Governance service unit. More details on these changes can be found on page 24 of this report.

In closing, I would like to take this opportunity to thank our Councillors, staff, volunteers and the community for their ongoing dedication to our wonderful City. I look forward to seeing what 2015/2016 will bring for Manningham as our city continues to grow and flourish.

**Joe Carbone**  
Chief Executive Officer

## Year in review

## Financial performance overview

### FINANCIAL PLANNING AND ACCOUNTABILITY FRAMEWORK

Manningham Council is committed to sound financial management and responsible stewardship of the community's assets to ensure long term sustainability.

Council's 10 Year Financial Strategy sets down the principles for financial management, together with financial performance goals and targeted outcomes for the years ahead.

Council's financial performance targets are documented in the Financial Strategy, resourced through its budgets and audited outcomes are reported to the community through the Annual Report.



### FINANCIAL OVERVIEW 2014/2015

Council continues to maintain a strong financial position. A summary of Council's performance is outlined below. Detailed information relating to Council's financial position and performance is included within the Financial Statements section of this Annual Report, (see page 79).

Council's strong financial position will support the delivery of infrastructure and services for our community into the future.

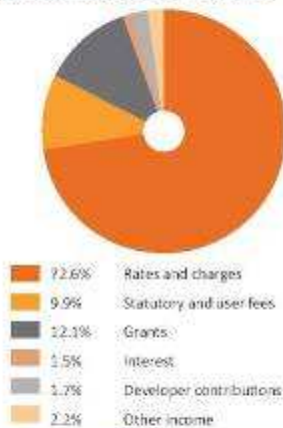
2014/2015 FINANCE OUTCOMES	ACTUAL (\$ MILLION)	BUDGET (\$ MILLION)	MOVEMENT (\$ MILLION)
Operating surplus for the year	\$14.16	\$12.15	\$2.01 ↑
Capital works program	\$34.27	\$29.18	\$5.09 ↑
Net assets	\$1,800.09	\$1,585.08	\$215.01 ↑
Operating revenues	\$120.21	\$115.56	\$4.65 ↑
Operating expenditure	\$106.05	\$103.41	(\$2.64) ↑
Cash assets	\$48.82	\$35.06	\$13.76 ↑
Borrowings	\$7.28	\$7.28	\$0 –

### OPERATING SURPLUS

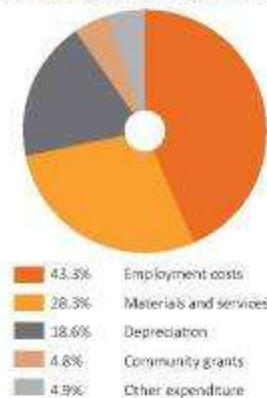
Council's operating surplus of \$14.16 million for 2014/2015 was \$2.01 million favourable to the Council's adopted budget of \$12.15 million.

The operating surplus includes funds raised through rates and charges to fund Council's extensive capital works program. As part of Council's long term strategy to meet the community asset renewal and upgrade needs, at least 33 per cent of each year's rate revenue is applied to capital. Without a strong surplus, Council would not be in a position to meet the community needs and expectations to renew and enhance community assets such as roads, drains, community buildings and sports and recreation facilities.

**OPERATING INCOME 2014/2015**



**OPERATING EXPENDITURE 2014/2015**



**INCOME**

A breakdown of Council's sources of income is shown in the graph above. Council remains dependent on rates and charges as its major source of income to fund community services and the renewal and upgrade of community assets. Other key sources of income include Government grants \$14.58 million (12.1 per cent of total income) and statutory and user fees of \$11.94 million (9.9 per cent).

Total income for the 2014/2015 financial year was \$120.21 million, \$3.88 million or 4 per cent above budget. The main factors contributing to the increase include:

- Higher than budgeted grants (operating and capital) of \$1.83 million; including \$1.59 million Financial Assistance Grants received in advance and \$440,000 in additional grants for the provision of Aged Care and Family and Children services
- Land assets transferred to Council from developers \$1.15 million
- Developer contributions for open space and development \$950,000
- User charges and fees \$640,000
- Interest on investments \$250,000.

**EXPENDITURE**

Council spent a total of \$106.05 million in 2014/2015 which was \$2.64 million, or 2.6 percent, more than the estimated. The result was mainly affected by the operating component of replacing infrastructure assets as part of the 2014/2015 capital works program. In addition to this, some expenditure budgeted in the capital works program has now been classified as non capital and transferred to operating expenditure.

A breakdown of Council's sources of income is shown in the graph above.

**CAPITAL INVESTMENT**

During 2014/2015, Council invested \$29.18 million in renewing and upgrading community assets throughout the municipality. The major categories of capital works were roads, drains and bridges (\$11.09 million), community buildings, parks and recreation facilities (\$10.47 million) and enhancing our streetscapes and open spaces (\$1.37 million). For more information on key capital projects delivered during 2014/2015 please refer to page 18.

**FINANCIAL POSITION**

Council's net worth (assets less liabilities) increased by \$215.01 million during 2014/2015 to \$1.80 billion.

The increase is mainly attributed to a 20.5 per cent increase in land assets of \$181.57 million that is broadly in line with property price increases in the community, and Council's extensive \$29.18 million investment in renewing and upgrading community assets through the capital works program.

## Year in review

## PERFORMANCE REPORTING

The Victorian Government has developed a new performance reporting framework to ensure that all councils are measuring and reporting on their performance in a consistent way. The framework became mandatory from 1 July 2014 and Council is required to report an audited performance statement (see page 125) as part of the 2014/2015 annual report.

The following table highlights Council's 2014/2015 performance across a range of key financial performance indicators.

FINANCIAL PERFORMANCE MEASURES			2014/2015	
			ACTUAL	ESTIMATE
<b>EFFICIENCY</b>				
E1	64	Average residential rate per residential property assessment	\$1,832	\$1,825
E2	63	Expenses per property assessment	\$2,282	\$2,225
E3	65	Resignations and terminations compared to average staff	8.3%	8.5%
<b>LIQUIDITY</b>				
L1	55	Current assets compared to current liabilities	206.1%	167.8%
L2	56	Unrestricted cash compared to current liabilities	60.4%	51.9%
<b>OBLIGATIONS</b>				
O2	57	Loans and borrowings compared to rates	8.3%	8.3%
O3	58	Loans and borrowings repayments compared to rates	0.3%	0.3%
O4	59	Non-current liabilities compared to own source revenue	8.0%	8.5%
O1	60	Asset renewal compared to depreciation	71.3%	85.7%
<b>OPERATING POSITION</b>				
OP1	54	Adjusted underlying surplus (or deficit)		
<b>STABILITY</b>				
S1	61	Rates compared to adjusted underlying revenue	76.5%	78.2%
S2	62	Rates compared to property values	0.2%	0.20%
<b>SUSTAINABLE CAPACITY INDICATION</b>				
C1	68	Expenses per head of municipal population	\$895	\$865
C2	69	Infrastructure per head of municipal population	\$5,944	\$5,786
C3	70	Population density per length of road	198	202
C4	66	Own-source revenue per head of municipal population	\$860	\$847
C5	67	Recurrent grants per head of municipal population	\$110	\$96
C6	71	Relative socio-economic disadvantage	10	10

## Services delivered

### SERVICES DELIVERED

In responding to community needs, Manningham Council provides more than 100 services in addition to the provision and maintenance of community assets. These services cover a range of areas, including aged care, parks and recreation, arts and culture, family and youth, building, planning, roads, governance, waste and recycling, environment, economic development, drains and footpaths.

For every \$100 of expenditure of which \$66.85 comes from rates, Council delivered the following services during 2014/2015:

SERVICES	AMOUNT FROM RATES	AMOUNT FROM OTHER REVENUE/ GRANTS	TOTAL
Capital works program	\$17.68	\$8.15	\$25.83
Roads, footpaths and drainage	\$9.16	\$0.77	\$9.93
Parks, gardens and sportsgrounds	\$9.08	\$0.26	\$9.34
Waste services and recycling	\$8.14	\$1.07	\$9.21
Planning and environmental management	\$6.35	\$1.24	\$7.60
Arts, culture and libraries	\$4.65	\$2.13	\$6.78
Health, children and families	\$2.98	\$3.91	\$6.89
Community support and development	\$2.88	\$0.09	\$2.97
Aged and disability support services	\$2.67	\$6.41	\$9.08
Council owned community buildings	\$1.88	\$0.01	\$1.89
Risk management and insurances	\$1.19	\$0.43	\$1.62
Customer service, governance, administration	\$0.20	\$8.67	\$8.87
<b>TOTAL</b>	<b>\$66.85</b>	<b>\$33.15</b>	<b>\$100.00</b>

Year in review

## Manningham's major projects

Effective delivery of our capital projects is essential to achieving Council's aim to provide safe, accessible and appropriate infrastructure that meets the changing lifestyles of our community. See page 44 for a capital works expenditure breakdown.

Throughout 2014/2015, Council was committed to achieving real outcomes from our capital works program:



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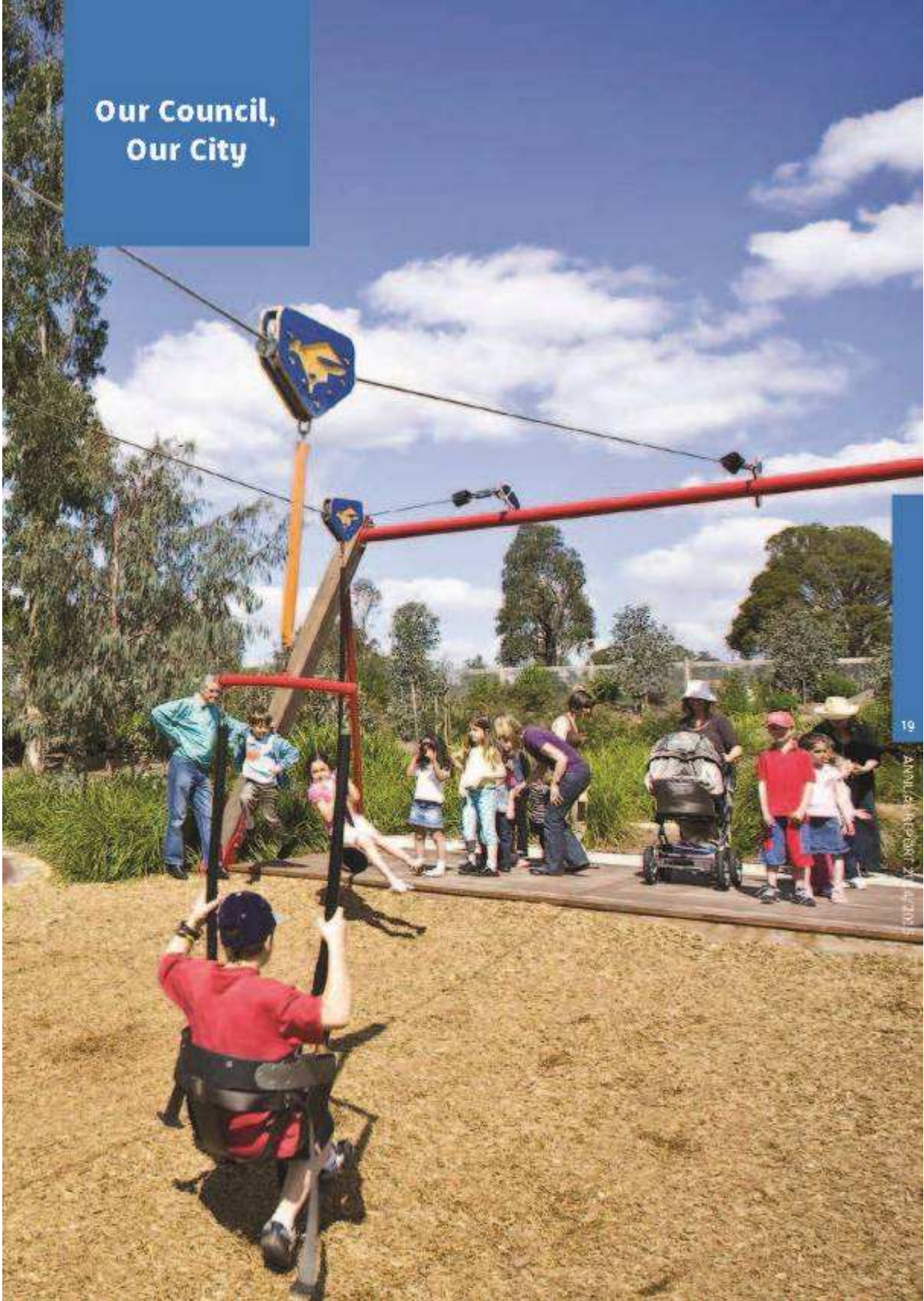
Manningham City Council

\$30.419 million (non-capitalised) capital projects were delivered in 2014/2015. A summary of projects and detailed examples are shown below.

- Aquarena – completed Stage 3A of the Aquarena Master Plan implementation works (upgrade of plant room) and commenced construction of stages four, five and six (therapy pool, increased dry fitness/exercise space, entry foyer, cafe, water play feature, and high level walkway access off the lower tier car park) – \$5.99 million

- Tindals Road – completed construction of stage one (Mullum Mullum Creek to Rainbow Valley Road) and started construction of stage two (Rainbow Valley Road to Stintons Road) – \$1.97 million
- Drainage – continued implementation of the Drainage Strategy Program, including upgrade and improvement works at Rosella/Cassowary Street, Birrarung Park, Summit Drive, Tea Grove and Caprice Court – \$1.88 million
- Neighbourhood Activity Centres – implemented improvements and upgrade works at Jackson Court and Tunstall Square

- shopping centres – \$75,000
- Mullum Mullum Creek Linear Park – constructed a footbridge and boardwalks, carried out landscaping, erosion control works, fencing, bushland works and improvements to the Currawong Bush Park Conference Centre – \$650,000
- Sportsground refurbishments – improvements at Colman Park and Wonga Park Reserve – \$800,000



Our Council, Our City

## Manningham profile

Manningham's suburbs include:

- Bulleen
- Doncaster
- Doncaster East
- Donvale
- Nunawading (part)
- Park Orchards
- Ringwood North (part)
- Templestowe
- Templestowe Lower
- Warrandyte
- Warrandyte South
- Wonga Park.

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Manningham City Council

### THE CITY

Manningham is located in Melbourne's north-eastern suburbs, about 10 kilometres from the Melbourne CBD at its western boundary in Bulleen and extending to Wonga Park at its eastern extremity, 32 kilometres from the CBD. The City is bounded by the Yarra River and the municipalities of Banyule and Nillumbik in the north, Yarra Ranges in the east, Maroondah, Whitehorse and Boroondara together with Koonung Creek in the south, and Banyule and the Yarra River in the west.

Covering 114 square kilometres, Manningham has large areas of open space with more than 300 parks and reserves; it also includes a mix of shopping and dining precincts, and vibrant residential neighbourhoods with a wide range of housing options and attractions such as local galleries, nurseries and community centres.

A large section of the eastern half of Manningham is designated as a 'green wedge' area for the protection of our significant natural and rural environment.

Manningham has a diverse and multicultural community, which brings a wealth of languages, music, food and cultural traditions to the area.

### POPULATION

Manningham is a diverse community with its current estimated resident population of 118,521 spanning a wide range of ages, household types and cultures. Our residential population is constantly growing. By 2036 Manningham's population is expected to reach 139,771.

- 51.4 per cent are female, 48.6 per cent are male
- Median age 42 years
- Children 0 – 14 years of age make up 16.4 per cent of the population and people aged 65 years and over 19 per cent

- 36.5 per cent were born overseas, with China and Italy providing the highest representation
- 38.8 per cent, almost four out of ten, speak a language other than English at home. Almost 15 per cent speak a Chinese dialect at home.

*Source: Australian Bureau of Statistics (ABS), 2011 Census of Housing and Population*

### OUR HISTORY

The history of Manningham dates back thousands of years to the Wurundjeri tribe whose way of life was closely linked to the natural environment.

In the late 1830s, the first European settlers began growing wheat, vegetables and grapes before eventually planting orchards throughout the area. The district's real windfall came with the discovery of gold in Warrandyte and by 1851 thousands of fortune hunters were trying their luck panning the streams and digging the rich soil around Harris Gully.

Local government in the area dates back to the election of the Templestowe District Roads Board in 1856. On 28 February 1967, the Shire of Doncaster and Templestowe was proclaimed a City. The City of Manningham was formed in 1994 as a result of local government amalgamations.

For more information on Manningham's local history, visit [www.manningham.vic.gov.au/local-history](http://www.manningham.vic.gov.au/local-history)



# Councillors

Manningham is divided into three wards – Heide, Koonung, and Mullum Mullum – with three Councillors elected to represent each ward.

Councillors are elected by the community for a four year term following an election.

Council elections are held every four years. The most recent election was held on 27 October 2012. Manningham's election was conducted by postal vote in accordance with a resolution of Council. The Victorian Electoral Commission (VEC) conducted the election. The next Council election is due in October 2016. Together, the Councillors develop the strategies and policies, and make the key decisions to help shape how our City will develop in the future.



**CR GEOFF GOUGH**  
**HEIDE WARD**  
 Date elected: 27 October 2012  
 p 0412 345 081  
 e geoff.gough@manningham.vic.gov.au



**CR DOT HAYNES**  
**KOONUNG WARD**  
 Date elected: 27 October 2012  
 p 0425 718 937  
 e dothaynes@manningham.vic.gov.au



**CR MEG DOWNIE**  
**MULLUM MULLUM WARD**  
 Date elected: 27 October 2012  
 p 0428 502 839  
 e meg.downie@manningham.vic.gov.au



**CR JIM GRIVOKOSTOPOULOS**  
**HEIDE WARD**  
 Date elected: 27 October 2012  
 p 0407 822 103  
 e jim.grivas@manningham.vic.gov.au



**CR STEPHEN O'BRIEN**  
**KOONUNG WARD**  
 Date elected: 27 October 2012  
 p 0448 147 238  
 e stephen.obrien@manningham.vic.gov.au



**CR SOPHY GALBALLY**  
**MULLUM MULLUM WARD**  
 Date elected: 27 October 2012  
 p 0409 417 369  
 e sophy.galbally@manningham.vic.gov.au



**CR MICHELLE KLEINERT (DEPUTY MAYOR)**  
**HEIDE WARD**  
 Date elected: 27 October 2012  
 p 0400 902 822  
 e michelle.kleinert@manningham.vic.gov.au



**CR JENNIFER YANG**  
**KOONUNG WARD**  
 Date elected: 27 October 2012  
 p 0419 041 454  
 e jennifer.yang@manningham.vic.gov.au



**CR PAUL MCLEISH (MAYOR)**  
**MULLUM MULLUM WARD**  
 Date elected: 27 October 2012  
 p 0435 806 684  
 e paul.mcleish@manningham.vic.gov.au

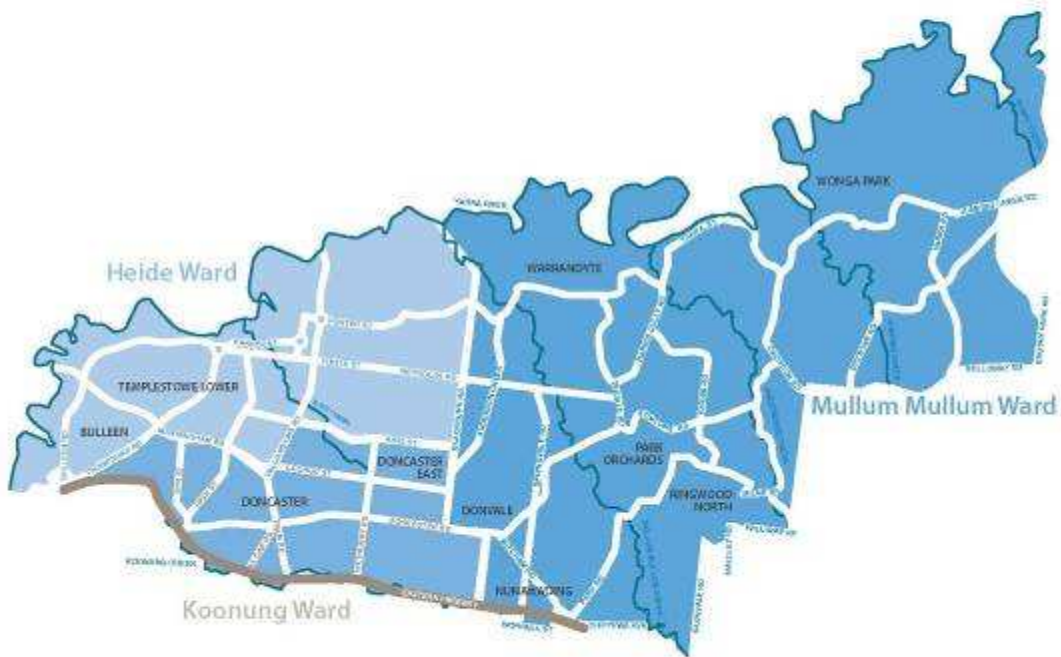
Our Council, Our City

## Council wards

Each ward currently contains around 30,000 voters. The current boundaries were drawn following an independent review of Council’s electoral representation structure in 2007. The next independent review of Council’s electoral representation structure is due before the 2016 elections.

HEIDE WARD	KOONUNG WARD	MULLUM MULLUM WARD
<ul style="list-style-type: none"> <li>— Bulleen</li> <li>— Templestowe</li> <li>— Templestowe Lower</li> </ul>	<ul style="list-style-type: none"> <li>— Doncaster</li> <li>— Doncaster East (south of Doncaster Road)</li> <li>— Nunawading (part)</li> </ul>	<ul style="list-style-type: none"> <li>— Doncaster East</li> <li>— Donvale (significant parts)</li> <li>— Park Orchards</li> <li>— Ringwood North (part)</li> <li>— Warrandyte</li> <li>— Warrandyte South</li> <li>— Wonga Park</li> </ul>

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Manningham City Council



## The organisation

Manningham Council is led by the Chief Executive Officer, who operates under the guidance of the elected Council. The CEO is supported by four Directors, who collectively form the Executive Management Team.

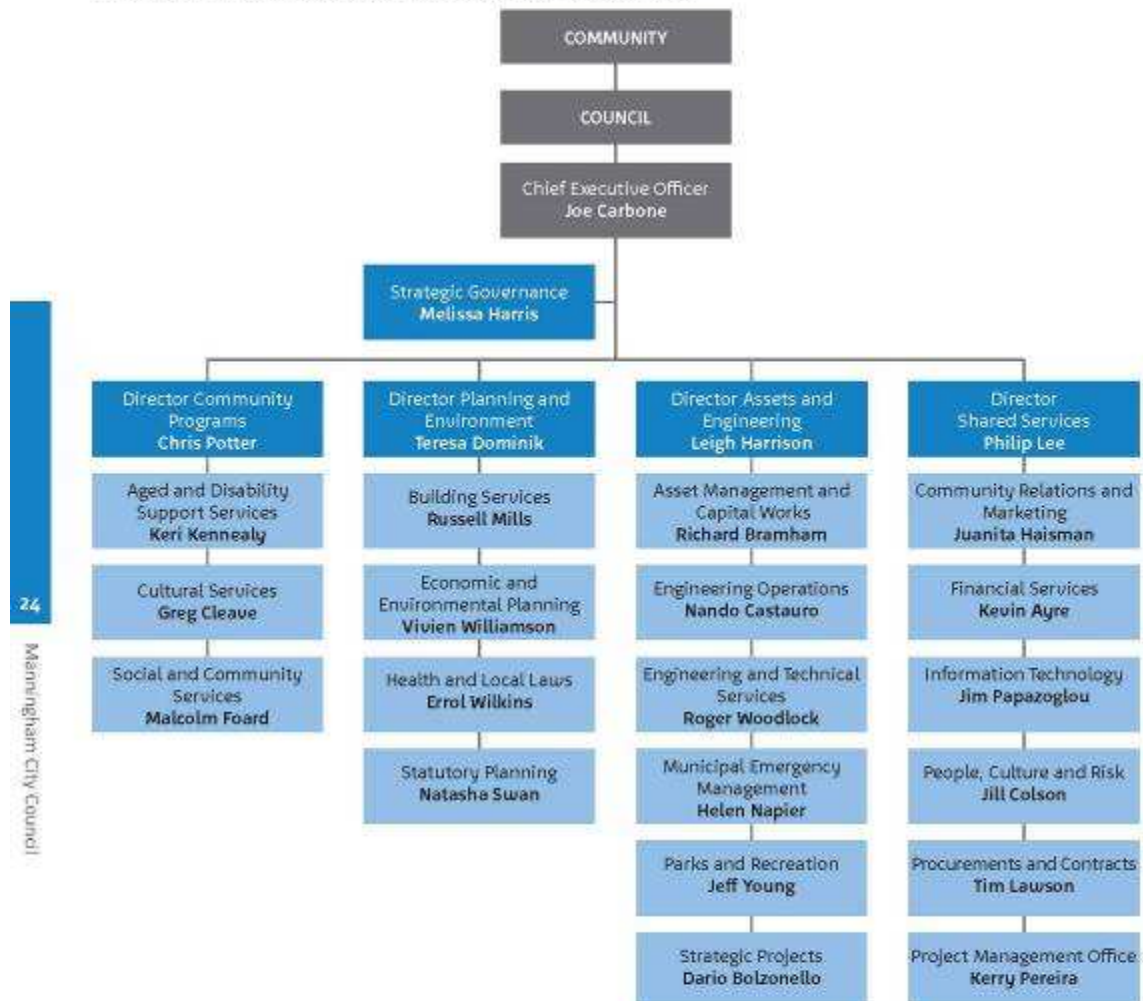
The CEO is directly accountable to the Mayor and Councillors who are elected by Manningham residents. The Executive Management Team oversees and manages the operations of Council. They are supported by service unit managers and their staff who have responsibility for implementing the policies and directions set by the Council.

<b>JOE CARBONE</b> <b>CHIEF EXECUTIVE OFFICER</b> Commenced position January 2013	
<b>Areas of responsibility</b> <ul style="list-style-type: none"> <li>— Day to day running of Council on policy and strategic matters</li> <li>— Management of operations (i.e. financial, assets, human resources, governance) in line with the Council Plan</li> <li>— Strategic Advisory Committees</li> </ul> <b>Qualifications</b> Bachelor of Health Administration (UNSW)	
<b>LEIGH HARRISON</b> <b>DIRECTOR ASSETS AND ENGINEERING</b> Commenced position March 2010	<b>TERESA DOMINIK</b> <b>DIRECTOR PLANNING AND ENVIRONMENT</b> Commenced position April 2012
<b>Areas of responsibility</b> <ul style="list-style-type: none"> <li>— Asset Management</li> <li>— Building Maintenance</li> <li>— Capital Works Program</li> <li>— Emergency Management</li> <li>— Engineering Operations</li> <li>— Engineering and Technical Services</li> <li>— Parks and Recreation Services</li> <li>— Strategic Projects</li> <li>— Waste Management</li> </ul> <b>Qualifications</b> Bachelor Engineering (Civil) (RMIT), Post Graduate Diploma Municipal Engineering (Deakin), Certificate Qualification Municipal Engineer, Certified Practising Engineer (EA)	<b>Areas of responsibility</b> <ul style="list-style-type: none"> <li>— Building Services</li> <li>— Doncaster Hill Place Management</li> <li>— Economic Development and Tourism</li> <li>— Environmental Planning and Education</li> <li>— Health and Local Laws</li> <li>— Landscape Architecture</li> <li>— Open Space and Recreation Planning</li> <li>— Strategic Land Use Planning and Heritage</li> <li>— Statutory Planning</li> <li>— Urban Design</li> </ul> <b>Qualifications</b> Bachelor Arts (Honours) (Melb), Diploma Education (Melbourne State College), Post Graduate Diploma Urban and Regional Planning (RMIT), Graduate Certificate Management (Job)
<b>CHRIS POTTER</b> <b>DIRECTOR COMMUNITY PROGRAMS</b> Commenced position July 2013	<b>PHILIP LEE</b> <b>DIRECTOR SHARED SERVICES</b> Commenced position December 2013
<b>Areas of responsibility</b> <ul style="list-style-type: none"> <li>— Aged and Disability Support</li> <li>— Cultural Services</li> <li>— Library Services</li> <li>— Manningham Centre</li> <li>— Social and Community Services</li> </ul> <b>Qualifications</b> BSc Economics and Business Economics (UoH), and Qualified CIPFA (Chartered Institute Public Finance and Accountancy) (LMU)	<b>Areas of responsibility</b> <ul style="list-style-type: none"> <li>— Community Relations and Marketing</li> <li>— Customer Service and Function Centre</li> <li>— Financial Services</li> <li>— Information Technology</li> <li>— People, Culture and Risk</li> <li>— Procurement and Contracts</li> <li>— Project Management Office</li> </ul> <b>Qualifications</b> Master Business Administration (Melb), Graduate Diploma Finance and Investment (part) (SIA), Bachelor Engineering (Mech) (Monash)

Our Council, Our City

## Organisational chart

Manningham Council's organisational structure as at 30 June 2015.



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Manningham City Council

### MAJOR CHANGES

During 2014/2015, there were a number of changes to the organisational architecture to realign the structure to better meet the needs of external and internal customers.

This included the realignment of the former Governance Services directorate. A number of service units changed reporting lines – Records Management to Information

Technology, Customer Service (incorporating the Function Centre) and part of the Engagement and Corporate Development service unit to Communications and Marketing, and Continuous Improvement and Audit functions to Human Resources.

The changes included the formation of the Strategic Governance service unit, comprising the Governance Team, Mayor and Councillors Support, Corporate Planning, Grants and Advocacy.

As a result, there were changes to service unit names – Human Resources to People, Culture and Risk, and Communications and Marketing to Community Relations and Marketing – to more accurately reflect their portfolio scope.

## Employee profile

The next few years will be a time of great transformation for the organisation as we prepare to meet the changing expectations of our community and State Government.

We need to shift mindsets to ensure that our customer is always at the centre of everything we do. We need to give our employees the tools to be resilient, adaptable and prepared to think differently about how we work to deliver our services. Some of the factors that the People Strategy takes into consideration include:

- Growing community expectations of service
- Rate capping and fiscal constraints
- Technology improvements
- Increased focus on regional collaboration
- An overall mandate to do more with available resources
- Ageing workforce.

Accordingly, our People Strategy is built around three themes, which serve to guide all of our people and culture activity, these include:

- Creating a contemporary workforce
- Building organisational leadership capability
- Great place to work.

### OUR MAJOR ACHIEVEMENTS

- Enterprise Agreement 6 was successfully negotiated and approved by the Fair Work Commission on 29 January 2015. The agreement became operative on 5 February 2015 and is effective until 30 June 2017 and provides the terms and conditions of employment for our employees
- Completed a review and roll out of a new Staff Code of Conduct. The Code is pivotal in enabling Council to provide contemporary professional and ethical services to our community
- Undertook a review and refresh of Council's Reward and Recognition Program. A revitalised program for Service and Excellence Awards, comprising quarterly presentations recognising staff who have achieved a service milestone was launched in April 2015, with a formal awards program to be rolled out in late 2015
- Revised our recruitment policy and procedures
- Participated in the 2015 Local Government Managers Australia (LGMA) Leadership Challenge
- Refined our corporate learning calendar to ensure it fulfills our strategic needs
- Commenced implementation of e-learning and performance and review software to ensure that we fulfill our legislative obligations.

*Our People Strategy is built around three themes which serve to guide all of our people and culture activity, these include:*

- *Creating a contemporary workforce*
- *Building organisational leadership capability*
- *Great place to work.*

Our Council, Our City

## Our people

As at 30 June 2015, Manningham employed 737 people in a full time, part time and casual capacity, in a diverse range of positions, including engineering, customer service, administration, finance, community and aged care, planning, waste management, parks and recreation, local laws, arts and culture and management. This equates to 507 full time equivalent (FTE) employees.

### MANNINGHAM EMPLOYEES 2015

The tables below shows the total number of full time equivalent (FTE) Council employees as at 30 June 2015 by organisational structure, employment type and gender, and by employment classification and gender.

EMPLOYMENT TYPE/ GENDER	CHIEF EXECUTIVE	ASSETS AND ENGINEERING	COMMUNITY PROGRAMS	PLANNING AND ENVIRONMENT	SHARED SERVICES	TOTAL
Full Time – Female*	9	23	34	29	40	135
Full Time – Male*	6	124	4	32	36	202
Part Time – Female*	1	6	101	20	11	139
Part Time – Male*	0	2	14	4	2	22
Casual – Female	5	0	0	2	2	9
Casual – Male	0	0	0	0	0	0
<b>TOTAL</b>	<b>21</b>	<b>155</b>	<b>153</b>	<b>87</b>	<b>91</b>	<b>507</b>

\* Includes permanent and temporary employees.

### WORKFORCE PROFILE

The majority of our workforce is aged over 35 years (80.9 per cent), which is slightly lower than in 2013/2014. As at 30 June 2015, 52.1 per cent of our employees were aged between 46 and 65 years and 19.1 per cent less than 35 years. Most of our employees are positioned at the officer level (96.2 per cent) with senior management representing just 3.8 per cent of the total workforce. As reflected in the table below, our staff turnover was nine per cent, which is a slight decrease from the turnover rate for 2013/2014.

EMPLOYMENT CLASSIFICATION	Female FTE	Male FTE	Total FTE
Band 1	4	4	8
Band 2	34	11	45
Band 3	38	56	94
Band 4	35	25	60
Band 5	54	31	85
Band 6	60	34	94
Band 7	27	24	51
Band 8	10	21	31
Band not applicable	18	21	39
<b>TOTAL</b>	<b>280</b>	<b>227</b>	<b>507</b>

	2012/2013	2013/2014	2014/2015
Staff turnover	8%	10%	9%
Age profile (<35 years)	80.7%	81%	80.9%
Other level	96%	96.1%	96.2%
Senior officers*	4%	3.9%	3.8%

\* Comprises CEO, directors and managers

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Manningham City Council

Employees at Manningham are currently covered by the Manningham Council Enterprise Bargaining Agreement 2014 (EBA), which became operative on 5 February 2015.

## Conditions of employment

Manningham offers a range of benefits to employees, including:

- Employee Assistance Program (for employees requiring personal or professional support. This program is provided confidential and independent support)
- Education Assistance Program to support staff to obtain TAFE and undergraduate/postgraduate qualifications. It provides up to \$2,406 per financial year towards tuition, books and other related costs and up to four hours per week study leave and exam leave
- Flexible working arrangements
- Corporate Learning and Development Program to meet a range of needs identified across the organisation (e.g. technology use, regulatory/governance training, project management)
- Leadership development, including participation in the annual LGMA Challenge and bi-monthly Manningham Leadership Team meetings.

### EQUAL OPPORTUNITY EMPLOYMENT

Manningham Council is an Equal Opportunity (EO) employer committed to the principles of providing a working environment free from discrimination and harassment.

Council policies and practices meet both the diverse needs of employees and those of the community. The EO Policy prohibits discrimination and provides for all aspects of human resource management to be conducted, without regard to race, sex, colour, national origin, religion, sexual orientation, age, marital status, political affiliation or disability, in accordance with Section 96 and Schedule 6 of the *Local Government Act 1989* and the *Equal Employment Opportunity Act 2010*.

The EO Policy aims to ensure that all employees can work in an environment that fosters mutual employee respect and working relationships free from harassment and where each employee has the opportunity to progress to the fullest extent of his or her capabilities.

Council's commitment is also extended to members of the public in accessing our products and services.

In 2014/2015, the organisation partnered with the Australian Services Union (ASU) to deliver Equal Opportunity, Harassment and Bullying Awareness training across our indoor and outdoor Depot teams.

140 employees attended this training in 2014/2015, in addition to another 130 employees attending EO refresher training in 2013/2014.

The indicators that measure the effectiveness of the policy and the results for the year are:

- **Indicator:** Percentage of new employees receiving equal opportunity training within six months of commencement.  
**Target:** 100 per cent.  
**Result:** 98 per cent
- **Indicator:** Number of contact officers available across the organisation.  
**Target:** 6. **Result:** 6.

An e-learning software has also been purchased and is currently being implemented, which will support further EO training as part of the organisation's induction program.

Our Council, Our City

## Celebrating achievements

The contribution of staff is vitally important to the success of the organisation. Manningham has a Reward and Recognition Award program to promote and recognise employees for their achievements and contributions to Council.

Council also recognises the contribution of long serving staff and presents awards to staff at the completion of 10, 15, 20, 25, 30, 35, 40, 45 and 50 years of service with Council. This year, 69 employees celebrated notable lengths of service with Manningham.

Council thanks these staff for their commitment and dedication to local government and the community.

Manningham Council, individual staff and specific projects delivered by Council have also received external awards and recognition in 2014/2015, including:

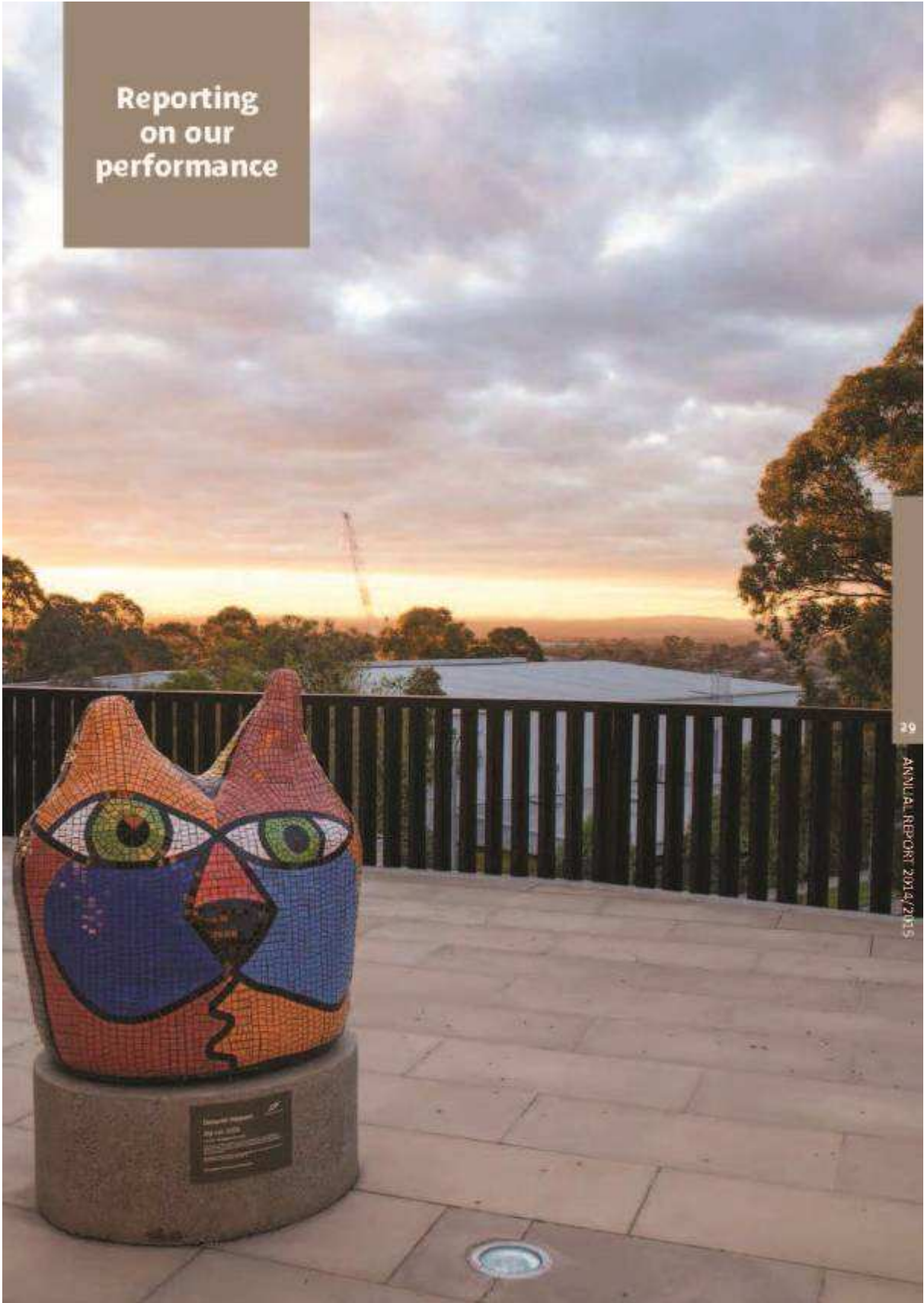
- Annual Report Awards – the 2013/2014 Annual Report received a Gold Award at the Australasian Reporting Awards
- LGPro Awards for Excellence – finalist in the Special Projects category for the Three Partners Environmental Research Initiative.

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Manningham City Council







Reporting on our performance

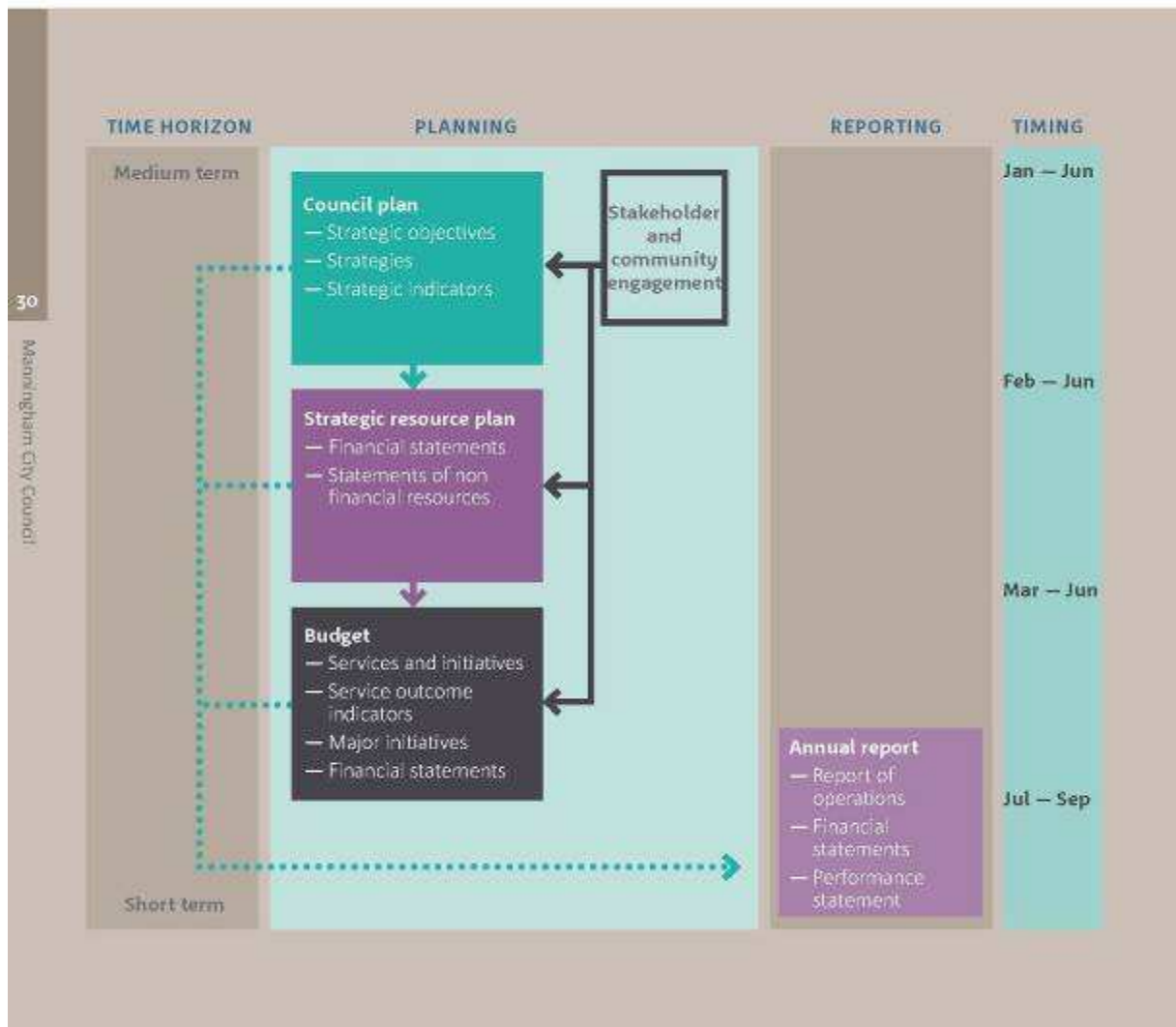
## Planning and Reporting Framework

In January 2014, the *Local Government Amendment (Performance Reporting and Accountability) Act 2014* was passed by the Victorian Parliament.

It requires Councils to prepare the following planning and reporting documents:

- Council Plan within the six months after each general election or 30 June, whichever is later
- Strategic Resource Plan for a period of at least four years
- Budget for each financial year
- Annual Report in respect of each financial year

The following diagram shows the relationships between the key planning and reporting documents that make up the planning and accountability framework for local government.



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Melbourne City Council

## Council Plan

The 2014/2015 Annual Report, which is a requirement of the *Local Government Act 1989*, measures Council's performance against what we said we would do in our 2013 – 2017 Council Plan.

For the first time, we will also be reporting on the outcomes of the annual Strategic Resource Plan 2014/2015 and annual Budget 2014/2015.

The Council Plan outlines the strategies to achieve the strategic objectives for the four year Council term. It also contains strategic indicators which are used to monitor the achievement of the strategic objectives.

The Strategic Resource Plan summarises the resources allocated and plans developed to achieve the strategic objectives and, in conjunction with the Budget, provides the financial framework for delivering all the everyday services and programs that the community enjoys and expects from their local Council.

The following are the six strategic objectives as detailed in the Council Plan.

### PERFORMANCE

Council's performance for 2014/2015 has been reported against each strategic objective to demonstrate how we are performing in achieving the Council Plan. Performance has been documented as follows:

- Results achieved in relation to the Strategic Indicators in the Council Plan
- Progress in relation to the Initiatives and Major Initiatives identified in the Strategic Resource Plan
- Services funded in the Budget and the persons or sections of the community who are provided those services
- Results against the prescribed Service Performance Indicators and Measures.

In addition, we have included the key achievements and challenges for the year, along with service statistics, for each strategic objective, to further illustrate Council's performance for the 2014/2015 financial year.

<b>OUR COMMUNITY SPIRIT</b>	Our municipality is a collection of communities each with a distinct character. We support diversity and recognise how differences can strengthen community spirit. We value and recognise the need to preserve our rich history as an important part of our identity. We strive to ensure harmonious neighbourhoods where everyone feels safe and secure.
<b>ENJOY AND PROTECT OUR NATURAL SPACES</b>	Our unique balance of city and country is one of our defining traits. We value Manningham's natural environment and endeavour to maintain and protect it as a valuable community resource.
<b>GETTING FROM PLACE TO PLACE</b>	We acknowledge the importance of an integrated and efficient transport network, with a variety of accessible, safe and affordable transport options to enable travel, in, out and around the area. The reduction on the reliance on cars is a priority for Council and we will endeavour to ensure pedestrian and bicycle routes are well integrated with connections to public transport and the City.
<b>PLANNING FOR WHERE WE LIVE</b>	We recognise the need to continue to respond to the challenges of population growth. Council endeavours to take a considered and sustainable approach to development, respecting the natural environment. Council will work collaboratively with the community to ensure effective planning is in place and local infrastructure meets the needs of future populations.
<b>EVERYTHING WE NEED IS LOCAL</b>	We support sustainable, cohesive and well resourced communities with relevant services and facilities. Council seeks to ensure all community members have access to vital services that meet their needs. Promotion of distinct local villages and activity centres are valued and cultivated and we aim to support businesses and traders to build a resilient local economy.
<b>COUNCIL LEADERSHIP AND ORGANISATIONAL PERFORMANCE</b>	We strive to be an innovative and progressive Council that actively seeks partnerships and opportunities to expand its knowledge base. Council leads through transparent processes and mechanisms, effective planning, advocacy and accountability. We pursue best practice in engaging our local community in the decision making process.

## Reporting on our performance

## Our community spirit

## ABOUT THIS OUTCOME

Focuses on building a strong and inclusive community that celebrates our diversity and rich heritage, and has safe and secure neighbourhoods where people look out for one another.

## GOALS

- An inclusive and harmonious community that celebrates our diversity and draws strength from our differences
- Safe and secure households and neighbourhoods, where people look out for one another
- A community that is involved and well connected, strengthening community spirit
- A community that feels a greater sense of public safety

## SERVICES/ACTIVITIES

- Cultural services
- Community events and programs
- Community grants program
- Community planning (e.g. consultation, social research)
- Health and Local Laws, including:
  - » Food safety
  - » Animal management
- Building services
- Street lighting
- Street cleaning and litter pick up
- Traffic control and school crossings
- Graffiti removal

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**ACHIEVEMENTS**

- Installed a series of Indigenous Interpretative signs at Pound Bend in Warrandyte
- Launched a new online animal registration process; 198 online applications were made using the new application and this is expected to increase to 1,000 applications in the 2015/2016 financial year
- Endorsed the Access, Equity and Diversity Strategy 2014 – 2017 to highlight the importance of enhancing our rich diversity in Manningham
- Completed a major review of Council's Community Grants Program resulting in a streamlined program, reduced red tape and administrative procedures for community organisations
- Commenced the Live Well in Bulleen Community Strengthening Project to improve service access and delivery of programs and services, including:
  - » Development of a research paper, including consultation with more than 700 community members and funding of a project worker
  - » Project funding of \$322,828 by Council and the project partners to commence new community development projects in Bulleen and strengthen community partnerships.
- Provided opportunities to have a positive influence on people's mental wellbeing by reviewing and implementing the Mental Health Action Plan in July 2014
- Addressed the increase of youth binge drinking issues by delivering of youth binge drinking sessions to schools and sporting clubs in Manningham
- Public declaration of Manningham as a Migrant and Refugee Welcome Zone and hosting of a Regional Welcome Celebration on 26 June 2015. Attended by 450 community members, community groups and service agencies along with representatives of UNHCR (United Nations High Commission for Refugees) and the Refugee Council of Australia
- Hosted a range of activities including walks, tours, exhibitions and seminars for the annual Manningham Heritage Festival, which this year commemorated the ANZAC centenary
- Gaming Policy endorsed by Council for inclusion in the Manningham Planning Scheme on 26 June 2015.

**CHALLENGES**

- Communicating with people in our linguistically diverse community with limited government funding available to access interpreter services in areas of high demand
- Addressing social isolation, depression, mental illness and health in our community
- Creating partnerships and securing grants to lever in kind support for community programs and initiatives
- Achieving consequence focused, community led disaster resilience within Manningham, particularly given its diverse community composition and varying emergency risk exposure levels.

**YEAR AHEAD**

- Implementation of the Live Well in Bulleen Community Strengthening Project
- Continued implementation of Emergency Management Prevention and Preparedness Education Programs to promote community resilience in times of emergency events
- Installation of Warrandyte township heritage plaques.

**FAST FACTS**

- 11 cultural and civic events, including:
  - » Dapper Day Out Seniors Event: 230 attendances
  - » Seniors Music Concert: 100 attendances
  - » Wurundjeri Stories Signage Launch: 250 attendees
  - » Witton's Reserve Wurundjeri Women's Ceremony: 200 attendees
  - » White Ribbon Day: 100 attendees
  - » Carols by Candlelight: 8,500 attendees
  - » Australia Day: 150 attendees
  - » International Women's Day: 50 attendees
  - » Pop Up Park @ MC Square: 5,000 attendees
  - » Reconciliation Week: 2420 attendees
  - » Seniors Morning Tea: 450 attendees
- 550 participants engaged in arts and cultural development projects
- 1,567 food premises inspections performed (1,463 in 2013/2014)
- 302 health premises inspections (335 in 2013/2014)
- 11,215 dogs registered (11,198 in 2013/2014)
- 4,448 cats registered (4,335 in 2013/2014)
- 32 drivers assisted through the L2P Learner Driver Program
- 718 requests for graffiti removal (782 in 2013/2014)
- \$1.5 million provided in community grants to fund 104 projects
- 37 school crossings supervised.

### Reporting on our performance

The following statement reviews the performance of Council against the Council Plan, including results achieved in relation to the strategic indicators included in the Council Plan.

STRATEGIC INDICATOR/MEASURE	2013/2014	2014/2015
<b>PERCEPTIONS OF SAFETY – WALKING ALONE DURING THE DAY</b> Percentage of people who feel safe walking alone in local area during the day.	97.4 per cent	97.4 per cent
<b>PERCEPTIONS OF SAFETY – WALKING ALONE DURING THE NIGHT</b> Percentage of people who feel safe walking alone in local area during the night.	67.8 per cent	67.8 per cent
<b>CULTURAL DIVERSITY MAKES OUR COMMUNITY A BETTER PLACE TO LIVE</b> Percentage of people who believe cultural diversity makes our community a better place to live.	65 per cent	72 per cent
<b>FEELING PART OF THE COMMUNITY</b> Percentage of people who believe they feel part of the community.	61 per cent	66 per cent
<b>OPPORTUNITIES TO VOLUNTEER</b> Percentage of people who agree they have opportunities to volunteer and contribute to their community.	67 per cent	74 per cent
<b>FOOD SAFETY EXCELLENCE</b> The number of food premises issued with the Five Star Food Safety Award.	116	111

The following statement reviews the progress of Council in relation to the Initiatives and Major Initiatives identified in the 2014/2015 Budget.

MAJOR INITIATIVE/MEASURE	PROGRESS
<b>Implement the Active for Life Recreation Strategy to improve the health and wellbeing outcomes for the community.</b> Completion of the remaining high priority actions in the Recreation Strategy by 30 June 2015.	Completed. The nominated high priority actions in the Recreation Strategy have been completed.
INITIATIVE/MEASURE	PROGRESS
<b>Undertake an Emergency Management Prevention and Preparedness Education Program to increase community resilience in times of disaster.</b> Delivery of the Emergency Management Prevention and Preparedness Education Program by 31 March 2015.	Completed. All programs and initiatives scheduled for 2014/15 were delivered as planned in partnership with key agencies and community groups.
<b>Develop a Road Safety Strategy Action Plan for 2015 and 2016 designed to target behavioural change, resulting in safer roads and a reduction in road related casualties and fatalities.</b> A Road Safety Action Plan for 2015 and 2016 submitted to Council by 31 December 2014 for adoption.	Completed. The Action Plan was adopted by Council by 31 December 2014.

The following statement provides information in relation to the services funded in the 2014/2015 Budget and the persons and/or sections of the community who are provided the service.

SERVICE	DESCRIPTION	NET COST
		ACTUAL BUDGET VARIANCE \$000
CULTURAL SERVICES	This service manages, develops and delivers a range of arts and cultural facilities, services and programs for residents of, and visitors to, Manningham.	415
		414 (1)
COMMUNITY EVENTS, PROGRAMS AND COMMUNITY GRANTS	Delivery of a comprehensive events and festivals program, provides support for community-run festivals and cultural services.	356
		445 89
COMMUNITY PLANNING	This service leads community consultation and engagement activities, corporate and community planning, organisational performance monitoring and reporting and community and social research.	663
		723 60
HEALTH AND LAWS, FOOD SAFETY AND ANIMAL MANAGEMENT	Protecting the community's health and wellbeing by coordinating food safety support programs, animal management and enforcement of municipal local laws.	1,156
		1,066 (90)
BUILDING SERVICES	Provision of statutory building services to the community including processing of building permits, emergency management responsibilities, fire safety inspections, audits of swimming pool barriers and investigations of complaints and illegal works.	415
		498 83
STREET LIGHTING	Provision of street lighting on Council's road network to enhance the safety and security of our community.	1,078
		1,289 211
STREET CLEANING AND LITTER PICK UP	This service is designed to keep the streets and surrounding areas looking neat, tidy and contributing the amenity and safety of the municipality. It includes mechanical kerb and street cleaning, roadside litter pick up and cleaning of footpaths at activity centres.	1,095
		1,134 39
TRAFFIC CONTROL AND SCHOOL CROSSINGS	Supervision and monitoring of car parking facilities, school crossings and traffic control at community events to promote the safe use of Council and community assets.	85
		81 (4)
GRAFFITI REMOVAL	Facilitates the prompt removal of graffiti from Council properties and private properties where the graffiti is in a prominent position along main roads.	87
		72 (15)

The following statement provides the results of the prescribed Service Performance Indicators and measures.

SERVICE/INDICATOR/MEASURE	RESULT	VARIANCE
<b>ANIMAL MANAGEMENT</b>		
<b>Service standard</b> <i>Animals reclaimed</i> Percentage of collected registrable animals under the <i>Domestic Animals Act 1994</i> reclaimed.	67.2 per cent	First year of LGPRF reporting
<b>Service cost</b> <i>Cost of animal management service</i> Cost to Council of the animal management service per registered animal under the <i>Domestic Animals Act 1994</i> .	\$33.12	First year of LGPRF reporting
<b>Health and safety</b> <i>Animal management prosecutions</i> Number of successful animal management prosecutions.	24	First year of LGPRF reporting
<b>FOOD SAFETY</b>		
<b>Service standard</b> <i>Food safety assessments</i> Percentage of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment.	99.7 per cent	First year of LGPRF reporting
<b>Service cost</b> <i>Cost of food safety service</i> Direct cost to Council of the food safety service per food premises registered by Council, or for which Council has received notification, during the year.	\$575.74	First year of LGPRF reporting
<b>Health and safety</b> <i>Critical and major non-compliance outcome notifications</i> Percentage of critical and major non-compliance outcome notifications followed up by Council.	91.6 per cent	First year of LGPRF reporting

Reporting on our performance

## Enjoy and protect our natural spaces

### ABOUT THIS OUTCOME

Aims to address key sustainability issues of global warming, energy usage and reduction, water management, preserving open space, protecting biodiversity and awareness, knowledge and education on sustainable practices.

### GOALS

- Our unique balance of city and country is safeguarded into the future
- Our open spaces, bushlands, creeks and rivers are valued and preserved
- We proactively seek innovative solutions to address the effects of climate change and work together to protect the environment
- Protect our environment by providing responsive waste management services for our community

### SERVICES/ACTIVITIES

- Natural and built environment
- Open space and recreation planning
- Septic tank inspections
- Parks and recreation
- Drainage
- Graffiti removal

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Marrimungah City Coun 2015



**ACHIEVEMENTS**

- Finalist in the LGPro Awards for Excellence Special Projects category for the Three Partners Environmental Research initiative
- More than half the collected residential kerbside collection waste was recycled
- Delivered the inaugural 'Smart Living' program which educated more than 1,300 residents on healthy buying habits, meal planning and smart garden design, with the overall aim of helping residents reduce the amount of waste sent to landfill
- Demonstrated energy efficiencies, reduced carbon emissions and cost reductions through installation of a large solar system at the Council Depot (99kW) and endorsement of duct-sealing and draught-proofing measures at the Civic Centre
- Completed the Integrating Regional Vulnerability Analysis (IRVA) project in partnership with other northern councils which will help set directions for dealing with fire, flood and heatwave
- Signed a Memorandum of Understanding with Cofely Australia (a subsidiary of the

multinational utility company GDF SUEZ); the first step in preparing a detailed district energy project proposal for the Doncaster Hill Activities Area

- Implemented a domestic solar panel program with sustainability provider Positive Charge with more than 200 requests received for home inspections and quotes
- Reviewed the Domestic Wastewater Management Plan. As a result, Council will continue to monitor septic systems and ensuring they are maintained appropriately, and take part in current EPA legislative reforms and the Yarra Valley Water trial of onsite solutions for the Park Orchards backlog area
- Delivered a Litter Hotspot Project in Warrandyte which involved the installation of additional bin infrastructure, including recycling bins and an education program at three local primary schools.

**CHALLENGES**

- Preparation of the Open Space Future Needs Plan required much greater financial analysis than originally envisaged and this has consequently delayed its finalisation

- Council has had to address a rise in the incidences of illegal dumping in street litter bins, by increasing the frequency of collection from twice per week to daily, and removing or relocating bins
- Environmental work is large scale and requires the participation of multiple players, partnerships, agencies, policies and funds to be successful. The last several years has seen a decline as a result in changes in legislation, funding, etc. which has been partially been offset by a highly motivated local community.

**YEAR AHEAD**

- Identify and resolve long term management issues associated with Council's ownership of land
- Develop and implement a revised Drainage Strategy that will co-ordinate, maintain and improve Manningham's drainage infrastructure to achieve acceptable standards of stormwater performance and management
- Implement the Bolin Bolin Billabong Integrated Water Management Project.

**FAST FACTS**

- 11,030 trees/shrubs planted (10,750 in 2013/2014)
- 28 sportsgrounds have been converted to warm season grass since 2006/2007
- Waste services provided to households, including:
  - » 43,492 domestic garbage bins
  - » 43,331 recycle bins emptied
  - » 24,483 – 240 litre garden waste bins emptied
  - » 13,428 – 120 litre garden waste bins emptied
  - » 1,316 commercial bins emptied on a weekly basis
- Collected 9,502 kilograms of household chemical waste at the annual Detox Your Home Chemical Drop Off Day for recycling
- 11,500 recycle bin inspections completed, with 5,517 households presented 'congratulatory cards' for placing correct material in their recycle bin
- Council's environmental education and information programs, events and activities continue to be popular with residents:
  - » Delivered 10 nature walks, along with 11 environment seminars and five associated field trips
  - » 4,300 volunteer hours direct to land management works by Landcare networks
  - » 11 properties totalling 44 hectares received weed control works
  - » More than 400 primary school students attended a Young Leaders Sustainability Day to participate in a range of hands-on sustainability activities
  - » 85 landowners took advantage of Council's Local Environment Assistance Fund (LEAF) for restorative and management works
  - » 1,300 people attended the Smart Living Program, a series of six seminars designed to introduce residents to sustainability.

### Reporting on our performance

The following statement reviews the performance of Council against the Council Plan, including results achieved in relation to the strategic indicators included in the Council Plan.

STRATEGIC INDICATOR/MEASURE	2013/2014	2014/2015
<b>HOUSEHOLD WASTE RECYCLING</b> Percentage of household waste diverted from landfill.	56 per cent	53.7 per cent
<b>AMOUNT OF TREES PLANTED</b> Number of trees planted in local government area.	10,750	11,030
<b>EXTENT OF OPEN SPACE</b> Total hectares of local government area classified as open space.	N/A	17 per cent
<b>VALUE OF PARKS AND OPEN SPACES</b> Percentage of people who agree that Manningham's parks and open spaces are a feature of this area.	64 per cent	72 per cent
<b>PARTICIPATION IN SUSTAINABILITY PROGRAMS</b> The number of people participating in Council's sustainability programs.	4,968	5,405

The following statement reviews the progress of Council in relation to the Initiatives and Major Initiatives identified in the 2014/2015 Budget.

MAJOR INITIATIVE/MEASURE	PROGRESS
<b>Implementation of the Interim Waste Management Strategy to increase the amount of material being recycled thereby decreasing the amount of waste being sent to landfill.</b> Proportion of waste diverted from landfill greater than 57 per cent.	Completed. All of the activities for the Waste Management Strategy for implementation in 2014/2015 were undertaken. However, the proportion of waste diverted from landfill was 54 per cent, just short of the measure of success, partly due to a reduction in the amount of paper households now receive with e-communications.
INITIATIVE/MEASURE	PROGRESS
<b>Provide education, engagement and monitoring activities to enable Council and the community to enjoy and manage their environment in a sustainable manner.</b> Delivery of: — 18 major natural environment projects — Four major environmental education/stewardship projects, and — Seven major sustainability projects.	Completed. All major projects across Natural, Environmental, Sustainability and Community Education have or continue to be delivered as planned.
<b>Implement the recommendations of the Open Space Strategy 2014, in particular the preparation of an Open Space Future Needs Plan to create an accessible and well connected open space network that supports a healthy community and environment.</b> A draft Open Space Future Needs Plan completed by 30 June 2015.	In progress. The draft Open Space Future Needs Plan is 95 per cent complete, and is expected to be presented to Council for endorsement during 2015/2016.
<b>Develop Energy Performance Contracts (EPC) to improve environmental and financial performance for Council buildings.</b> Implementation of Phase 1 of Energy Performance Contracts.	Completed. Phase 1 of Energy Performance Contracts implemented.

The following statement provides information in relation to the services funded in the 2014/2015 Budget and the persons and/or sections of the community who are provided the service.

SERVICE	DESCRIPTION	NET COST
		ACTUAL BUDGET VARIANCE \$000
NATURAL AND BUILT ENVIRONMENT	Leads the protection and enhancement of biodiversity values, an integrated response to climate and energy issues and sustainable development policy and practice.	1,033
	Responsible for the preparation and implementation of Council's Green Wedge and Bushland Management Strategies and for the planning, management, development and promotion of all Council reserves and parks.	1,084
	Delivery of a range of programs and community capacity building.	51
OPEN SPACE AND RECREATION PLANNING	Preparation and implementation of Council's Open Space and Recreation Strategies.	620
	Management, planning and development of linear parks, conservation reserves and reserves of municipal significance.	616 (4)
SEPTIC TANK COMPLIANCE	This service includes assessing applications, sand analysis, location identification for property owners. The objective is to protect the environment and enhance community health.	148
		193
		45
PARKS AND RECREATION	Management, administration and maintenance activities for sports and recreation, sportsground maintenance, landscape maintenance, tree maintenance, bushland management, open space and parks maintenance, and supervision of capital works projects.	11,427
		11,074
		(353)
WASTE SERVICES	Kerbside rubbish collections of garbage, hard waste and green waste from all households and some commercial properties in Council: Provision of a waste call centre, and education services Strategic planning of waste services.	9,400
		10,432
		1,032
UNDERGROUND DRAINS	Inspection, maintenance and cleaning of underground drains to ensure correct operation. A depreciation expense of \$3.34 million is recognised on the \$200 million worth of drainage assets assigned to this activity.	4,286
		4,130
		(156)

The following statement provides the results of the prescribed Service Performance Indicators and measures.

SERVICE/INDICATOR/MEASURE	RESULT	VARIANCE
<b>WASTE COLLECTION</b>		
<b>Satisfaction</b> <i>Kerbside bin collection requests</i> Number of kerbside bin collection requests per 1000 kerbside bin collection households.	74.4 requests	First year of LGPRF reporting
<b>Service standard</b> <i>Kerbside</i> Number of kerbside collection bins missed per 10,000 scheduled kerbside collection bin lifts collection bins missed.	6.41 bins missed	First year of LGPRF reporting
<b>Service cost</b> <i>Cost of kerbside garbage bin collection service</i> Direct cost of the kerbside garbage bin collection service per kerbside garbage collection bins.	\$103.80	First year of LGPRF reporting
<i>Cost of kerbside recyclables collection service</i> Direct cost of the kerbside recyclables bin collection service per kerbside recyclables collection bins.	\$23.36	First year of LGPRF reporting
<b>Waste diversion</b> Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill.	53.7 per cent	First year of LGPRF reporting

Reporting on our performance

## Getting from place to place

### ABOUT THIS OUTCOME

Aims to reduce the reliance on cars, a priority for Council, by working to ensure pedestrian and bicycle routes are well integrated to enable travel in, out and around the area, and have connections to public transport.

### GOALS

- The need for an integrated and efficient transport network providing affordable, well connected and alternative forms of travel.
- A well connected and accessible community with linked bicycle and walking pathways.

### SERVICES/ACTIVITIES

- Maintenance of assets including:
  - > Roads and streets
  - > Bridges
  - > Footpaths
  - > Kerb and channel
- Line marking
- Traffic management
- Signs and street furniture
- Public transport advocacy

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Marrimungah City Council

**ACHIEVEMENTS**

- Progressed the implementation of the Manningham Bicycle Strategy. Shared paths were constructed along Denhart Street and Doncaster Road to access Jackson Court Shopping Centre and works were completed on the shared path on Heidelberg-Warrandyte Road between Pound Road and Oakland Drive. This also included installation of warning signs and bicycle symbol markings on local streets designated as preferred bicycle routes to highlight to motorists that cyclists are in the area.
- Completed a Safe Road Crossing Points project priority listing for the construction of pedestrian refuge islands and other treatments to facilitate safe pedestrian and cyclist access across arterial and link roads. The priority listing will inform future Council advocacy and capital works delivery.
- Footpath construction works completed at Knees Road, Union Street, Reynolds Road and Harris Gully Road at a cost of \$620,000.
- Doncaster Hill Mode Shift Plan adopted to encourage residents to walk, cycle and use public transport.
- Continued advocacy for Doncaster Rail through the Doncaster Rail Advocacy Steering Committee. Highlights include:
  - » Installation of an innovative virtual 3D station entrance on the MC<sup>2</sup> civic plaza
  - » Collecting more than 4,000 signatures on the Doncaster Rail petition and presenting it to State Parliament
- The installation of a new pedestrian bridge as part of a \$400,000 project to complete missing links over the Mullum Mullum Creek to create a 4.5 kilometre off-road walking circuit.
- Works completed to improve access to shared pathway linking Koonung Creek Linear Park with the Doncaster Park and Ride.
- Five primary schools implemented Active Travel Plans supporting the behaviour change program to approximately 2,900 students and their families, encouraging them to be active in their commute to school.

**CHALLENGES**

- Council is pushing for the State Government to reassess its position not to proceed with Phase Two of the Doncaster Rail Study – the detailed planning work – to ensure delivery of rail to Doncaster by 2029.
- Federal Government freezing assistance grants funding which has reduced money available for roads in Manningham.
- High demand for public transport has continued to put pressure on both the road network and bus system.

**YEAR AHEAD**

- Continue Council's advocacy for improved public transport options for Manningham, including improvements to the bus, cycling, pedestrian and road network, and advocacy for heavy rail to Doncaster.
- Commence implementation of lower Doncaster Hill Mode Shift Plan actions.

**FAST FACTS**

- Five traffic calming devices installed
- 1.09 kilometres of new shared/bicycle paths constructed
- 0.95 kilometres of new footpaths constructed
- Ongoing maintenance and renewal of a range of assets, including:
  - » Freeways/tollways: 13 kilometres
  - » State highways: 2 kilometres
  - » Declared arterial roads: 72 kilometres
  - » Local roads: 599 kilometres
  - » Footpaths: 860 kilometres
  - » Drains: 1,042 kilometres
  - » Kerb and channel: 883 kilometres
  - » Bicycle paths: 75 kilometres
  - » More than 9,000 likes on the Doncaster Rail Facebook page.

### Reporting on our performance

The following statement reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators included in the Council Plan.

STRATEGIC INDICATOR/MEASURE	2013/2014	2014/2015
<b>EXTENT OF BUS PATRONAGE</b> Percentage of residents who travel on business in Manningham.	7.5 per cent	8 per cent
<b>EXTENT OF SUSTAINABLE CONNECTIVITY</b> Percentage of people who can get to where they need to go without using a car, if they choose to.	17.2 per cent	17.5 per cent
<b>EXTENT OF FOOTPATHS</b> Percentage of Capital Works budget for construction of new footpaths and refurbishment and/or replacement of existing footpaths.	N/A	3.5 per cent
<b>EXTENT OF BICYCLE PATHWAYS</b> Length of existing bicycle pathways in local government area.	N/A	75 kilometres
<b>EXTENT OF RELIANCE OF MOTOR VEHICLES</b> Percentage of private dwellings who own two or more registered vehicles.	N/A	66 per cent

The following statement reviews the progress of Council in relation to the Initiatives and Major Initiatives identified in the 2014/2015 Budget.

MAJOR INITIATIVE/MEASURE	PROGRESS
<b>Advocate for the delivery of improved public transport options for Manningham, canvassing both bus service enhancements and delivery of heavy rail.</b> In the lead up to the 2014 state election, advocate to major political parties for a commitment to fund enhancements to bus services and strategic supporting infrastructure, as well as commitment to a rail link to Doncaster.	Completed. Council continues to advocate to the State Government to improve the delivery of public transport options for Manningham.
INITIATIVE/MEASURE	PROGRESS
<b>Identification and compilation of a prioritised list of proposed safe road crossing points on Council roads for funding advocacy purposes.</b> — Completion of a prioritised list of proposed safe road crossing points on Council roads. — Identification of the highest priority projects associated with State Arterial Roads for advocacy purposes.	Completed. A total of 32 crossings have been identified and prioritised for inclusion in Council's ten year capital works program or earmarked for advocacy to the State Government. Council will continue to advocate to VicRoads for funding the identified arterial roads.

The following statement provides information in relation to the services funded in the 2014/2015 Budget and the persons and/or sections of the community who are provided the service:

SERVICE	DESCRIPTION	NET COST
		ACTUAL BUDGET VARIANCE \$000
ROADS, STREETS AND BRIDGES	Day to day maintenance of Council roads, bridges and footpaths and includes both sealed and unsealed road maintenance such as repairs to potholes, patching, re-sheeting and minor works.  A depreciation expense of \$8.62 million is included relating to the \$245 million value of roads, streets and bridges assigned to this activity.	12,489
		12,747
		258
FOOTPATHS, VEHICLE CROSSINGS, AND KERB AND CHANNEL MAINTENANCE	Maintenance of Council's extensive footpath, vehicle crossings and kerb and channel assets,	694
		592
		(102)
LINE MARKING	Maintenance of line marking on roads.  Traffic management treatments at school crossings, local roads and car parks.	334
		351
		17
SIGNS AND STREET FURNITURE	Maintenance and repair of all traffic signals and roadside signs and furniture including guard rails on Council roads.	314
		236
		(78)
PUBLIC TRANSPORT	Advocate for improved public transport including Heavy Rail for Doncaster.	19
		20
		1

The following statement provides the results of the prescribed Service Performance Indicators and measures.

SERVICE/INDICATOR/MEASURE	RESULT	VARIANCE
<b>ROADS</b>		
<b>Satisfaction of use</b> <i>Sealed local road requests</i> Number of sealed local road requests per 100 kilometres of sealed local road.	97.1 requests	First year of LGPRF reporting
<b>Condition</b> <i>Sealed local roads below the intervention level</i> Percentage of sealed local roads that are below the renewal intervention level set by Council and not requiring renewal.	97.5 per cent	First year of LG Pro reporting
<b>Service cost</b> <i>Cost of kerbside garbage bin collection service</i> Direct cost of sealed local road reconstruction to Council per square metre of sealed local roads reconstructed.	\$275.97	First year of LGPRF reporting
<i>Cost of kerbside recyclables collection service</i> Direct cost of the kerbside recyclables bin collection service per kerbside recyclables collection bins.	\$20.55	First year of LGPRF reporting
<b>Satisfaction</b> <i>Satisfaction with sealed local roads</i> Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads.	68	First year of LGPRF reporting

Reporting on our performance

## Planning for where we live

### ABOUT THIS OUTCOME

Designed to respond to the challenges of population growth by working with the community to make sure local infrastructure meets the needs of future populations, while encouraging appropriate and sustainable development that respects the natural environment. It also focuses on maintaining Council's assets and infrastructure (e.g. roads, drains, footpaths) and implementing our Capital Works Program.

### GOALS

- A considered and sustainable approach to residential and commercial development balancing the needs of our diverse population with our natural surroundings
- A diverse range of affordable and accessible housing options are available to accommodate the changing needs of our community
- Effective planning for local infrastructure that addresses increasing population pressure.

### SERVICES/ACTIVITIES

- Strategic land use planning and development, including:
  - × Urban design
  - × Heritage advisory service
  - × Landscape architecture
- Statutory planning
- Manningham Planning Scheme
- Infrastructure planning including for:
  - × Drainage
  - × Pathways
  - × Traffic treatments
- Capital works program
- Major projects (e.g. Doncaster Hill Strategy implementation, Aquarena Aquatic and Leisure Centre redevelopment)
- Geographic Information Systems (GIS)
- Graffiti removal.

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Manningham City Council





**ACHIEVEMENTS**

- An independent audit of our road maintenance functions demonstrated full compliance with Council's Road Management Plan
- Adopted a structure plan for Tunstall Square shopping centre. Developed in consultation with residents, traders, property owners and other stakeholders, it will provide direction for the future use and development over the next 20 years
- The Minister for Planning approved an Amendment C101 to the Manningham Planning Scheme to rezone the Eastern Golf Course site for residential development
- New development is underway at five sites in Doncaster Hill, and works are poised to start at a further three sites – a total of 690 apartments – along with 17 approved planning permits totalling 2,420 apartments.
- Council resolved to seek authorisation from the Minister for Planning to prepare and exhibit Amendment C110 which is proposing changes to planning controls for non-residential uses (e.g. medical centres), aged care facilities and outbuildings (e.g. sheds) to provide clearer guidance within the Neighbourhood Residential, General Residential, Low Density Residential and Residential Growth Zones in Manningham
- Completed a major refurbishment of the Currawong Bush Park Conference Centre
- Participation and Involvement in the Municipal Association of Victoria (MAV) Step Asset Management Program, and achieving the required 'core' competency levels in asset management
- Worked with local skateboarders and skate park designers on the redevelopment of Bulleen Bowl Skate Park at Swanston Reserve in Templestowe Lower
- Endorsed the Manningham Problem Gambling Study and subsequently amended our Planning Scheme (Amendment C108) to provide a stronger evidence base and planning framework to support our

decision making in managing the growth and location of electronic gaming machines and venues in Manningham

- Progressed implementation of the Mullum Mullum Reserve Management Plan following the plan's adoption in September 2014 including:
  - ✦ A planning permit has been granted to carry out a range of improvement works, including line marking the lower car park, widening and upgrading the entrances at Springvale and Reynolds roads, construction of new and upgrade of existing pedestrian paths, landscaping and installation of prototype stormwater treatment rain gardens
  - ✦ Work has commenced on the final design for a five court, multi-use stadium, to address the shortfall of court space in Manningham
- Started works on stage two of the Tindals Road reconstruction, between the western entrance to Donvale Christian College and the western approach to the Stintons Road roundabout. Work is anticipated to be complete by October 2015
- Spent \$1.88 million to implement a range of works from the Drainage Strategy. This includes installing around 230 metres of additional drainage to complement the existing system along Florence Avenue, Donvale to protect Donvale preschool and adjoining properties. Drainage improvement works were also completed in Summit Drive, Caprice Court, Birrarung Reserve and the Rosella/Cassowary catchment
- Playgrounds at seven reserves upgraded with new play equipment, seating, picnic tables, and paths as part of the Neighbourhood Park Development Program. A new fitness station was installed at Doncaster Reserve, and nature play areas set up at Zerbes and Finns reserves.

**CHALLENGES**

- 69 per cent of all planning applications were determined within 60 days, which is below the target of 80 per cent. Council has continued to receive a high volume of planning applications in the past 12 months, with 986 applications compared to 949 in 2013/2014 and 734 for 2012/2013. The volume of work has affected our capacity to achieve targeted turnaround times for the year within existing resources
- A growing number of new developments across the municipality, including the Eastern Golf Course site, will create a significant growth in assets needing to be maintained in future. Building activity has also increased with the total number of building permits up by 1,690 in 2014/2015, and building permits for dwellings with more than two units (70) up by 25 per cent
- The State Government announced a refresh of the State Planning Strategy, Plan Melbourne, and as part of this, the former Ministerial Advisory Committee has been reconvened to address a number of issues and matters omitted from the document. Council will continue to advocate for improvements to the document to reflect the needs of the community
- Realising opportunities for affordable and disability housing
- Finalise flood mapping for the first five catchments of the municipality, for introduction into the Manningham Planning Scheme.

Reporting on our performance

**YEAR AHEAD**

- Concept planning and design of a state of the art multi-use sports stadium at Mullum Mullum Reserve
- Undertake a Planning Scheme Amendment to introduce a local Environmentally Sustainable Design policy, in conjunction with partner councils
- Continue to implement the high priority actions of the Manningham Residential Strategy by developing new planning policies and controls.

**FAST FACTS**

- 920 planning applications processed (799 in 2013/2014) comprising:
  - × 100 Fast Track applications
  - × 795 Non-Fast Track applications
  - × 25 VicSmart applications
- Provided advice on 154 pre-application submissions (133 in 2013/2014)
- 69 per cent of planning applications determined within 60 statutory days
- Three Planning Scheme Amendments gazetted
- 1,415 building permits issued (1,224 in 2013/2014)
- Investigated 183 building complaints (158 in 2013/2014)
- \$34.27 million Capital Works Program, of which:
  - × \$30.42 million (\$29.18 million capitalised) was spent (88.8 per cent)
  - × 55 out of 60 projects were delivered (91.7 per cent)
- 900 drainage requests responded to (887 in 2013/2014)
- 15,012 road drainage pits checked and cleared (18,025 in 2013/2014)
- 8,710 kilometres street sweeping completed (excluding transit)
- 90,599m<sup>2</sup> of Council roads resurfaced (61,900m<sup>2</sup> in 2013/2014)
- \$35,000 distributed through the Heritage Restoration Fund.

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Manningham City Council

The following statement reviews the performance of Council against the Council Plan, including results achieved in relation to the strategic indicators included in the Council Plan.

STRATEGIC INDICATOR/MEASURE	2013/2014	2014/2015
<b>HOUSING DIVERSITY</b> Number of approved building permits issued for single dwellings, multi-unit developments and apartments.	246	341
<b>HOUSING AFFORDABILITY</b> Percentage of households spending 30 per cent or more of their gross household income on rent or mortgage payments.	N/A	15.5 per cent
<b>INVESTMENT IN COMMUNITY ASSETS</b> Percentage of annual budget allocated to capital works.	33.9 per cent	33 per cent
<b>DELIVERY OF CAPITAL WORKS PROJECTS</b> Actual capital expenditure against adopted capital works budget greater than 90 percent.	81.3 per cent	88.8 per cent

The following statement reviews the progress of Council in relation to the Initiatives and Major Initiatives identified in the 2014/2015 Budget.

MAJOR INITIATIVE/MEASURE	PROGRESS
<p><b>Provide a sports complex for increased and broader participation in highball associated events through the progression of the short term priorities of the Highball Infrastructure Plan at Mullum Mullum Reserve.</b></p> <p>Detailed design of a highball facility at Mullum Mullum Reserve 80 per cent complete by 30 June 2015.</p>	<p>Completed. The design of the stadium is being finalised. A report has been prepared for Council consideration and in principle endorsement prior to a planning permit application being submitted.</p>
INITIATIVE/MEASURE	PROGRESS
<p><b>Provide strategic input into the Eastern Region water cycle planning process to form the basis for the development of a strategic position paper in 2015/2016.</b></p> <p>Development of Manningham's strategic position on a broad range of water cycle management issues by 30 June 2015.</p>	<p>Reassessed. The new State Government has a different focus on the whole of water cycle planning process. While Council awaits clarity for the eastern region, a number of water initiatives have been undertaken with local networks.</p>
<p><b>Implement the short term actions of the Manningham Residential Strategy 2012, consistent with the State Government's reformed residential zones and Metropolitan Strategy.</b></p> <p>Annual report on the progression of 60 per cent of short term actions.</p>	<p>Completed. The annual report was completed which reported on 65 per cent of short term and ongoing actions of the Residential Strategy.</p>
<p><b>Implement the Doncaster Hill Mode Shift Plan to complement the Doncaster Hill Strategy.</b></p> <ul style="list-style-type: none"> <li>— Completion of Doncaster Hill Mode Shift Plan and commencement of implementation of short term actions, and</li> <li>— Completion of the Doncaster Hill Annual Report.</li> </ul>	<p>Completed. The Mode Shift Plan has been adopted by Council and implementation of the actions has commenced.</p> <p>A key action of is the development of a behaviour change plan to encourage the Doncaster Hill community to consider alternative transport modes when travelling in and around Doncaster Hill.</p>
<p><b>Identify further land subject to flooding in the Manningham Planning Scheme to improve management of future catchment flood levels.</b></p> <p>Preparation of an amendment to the Manningham Planning Scheme to apply the Special Building or Land Subject to Inundation Overlay to further land identified as subject to flooding in several municipal catchments.</p>	<p>In progress. Delays experienced in relation to the completion of the flood mapping. It is likely that final Council adoption of the proposed amendment will not occur until August 2016 for the first five catchments.</p>
<p><b>Completion of the 2014/2015 Capital Works Program to maintain, upgrade and develop Council's assets to defined standards.</b></p> <p>Actual capital expenditure against adopted capital works budget greater than 90 per cent.</p>	<p>In progress. Council spent \$30.419 million (non-capitalised) on the Capital Works Program this year, or 88.8 per cent of the adopted budget of \$34.269 million, which is below Council's target of equal to or greater than 90 per cent. The Capital Works Program has delivered 62 completed projects (75.6 per cent) out of a total of 82 against the adopted program.</p>

## Reporting on our performance

The following statement provides information in relation to the services funded in the 2014/2015 Budget and the persons and/or sections of the community who are provided the service.

SERVICE	DESCRIPTION	NET COST
		ACTUAL BUDGET VARIANCE \$000
GEOGRAPHIC INFORMATION SYSTEMS (GIS)	Provides data for Council's Geographic Information System (GIS), Global Positioning Systems (GPS), 3D virtual modelling, intranet and internet, Census demographics, mapping and general data collection.	604
		508
		(96)
STRATEGIC LAND USE PLANNING AND PLANNING AND DEVELOPMENT	Provision of strategic planning, urban design, landscape, heritage and development activities to ensure management of growth that is responsive to demographic, community, economic and social trends.	2,382
		2,343
		(39)
STATUTORY PLANNING	Responsible for the administration and enforcement of the Manningham Planning Scheme and various Acts and regulations pertaining to the statutory planning functions of Council.	2,176
		2,316
		140
STRATEGIC PROJECTS	Delivery and implementation of major building projects and other complex projects on Council's capital works program and is responsible for the provision of strategic advice to Council on the development of strategies for sustainable transport, water conservation, water quality improvements and other sustainability matters.	551
		687
		136
INFRASTRUCTURE PLANNING	Provision of engineering expertise to prepare Council strategies and policies in the key infrastructure categories of road transport and safety, drainage, pathways and traffic design. The service plays a key role in delivering the capital works program and in the preliminary designs for future capital projects.	3,315
		3,207
		(108)
DEVELOPER CONTRIBUTIONS	Collection of developer contributions required under the Manningham planning framework with funds for Council's capital works program.	(2,074)
		(1,145)
		929

The following statement provides the results of the prescribed Service Performance Indicators and measures.

SERVICE/INDICATOR/MEASURE	RESULT	VARIANCE
<b>STATUTORY PLANNING</b>		
<b>Timelines</b> <i>Time taken to decide planning applications</i> Time taken to decide planning applications (median number of days between receipt and a decision).	45 days	First year of LGPRF reporting
<b>Service standard</b> <i>Planning applications decided within 60 days</i> Percentage of planning applications decisions made within 60 days.	69 per cent	First year of LGPRF reporting
<b>Service cost</b> <i>Cost of statutory planning service</i> Direct cost to Council of the statutory planning service per planning application.	\$2,196.12	First year of LGPRF reporting
<b>Decision making</b> <i>Council planning decisions upheld at VCAT</i> Percentage of planning application decisions subject to review by VCAT and that were not set aside.*	44.4 per cent	First year of LGPRF reporting

\* Noting this percentage comprises five decisions overturned by VCAT and substantial changes were made to proposed plans for three of the applications following Council's refusal of the application.

## Reporting on our performance

## Everything we need is local

**ABOUT THIS OUTCOME**

Aims to ensure all community members have access to services and facilities that promote health, wellbeing and education. It is also designed to foster the local economy through supporting local business.

**GOALS**

- Accessible services and facilities for people of all abilities and ages.
- Our distinct local villages and activity centres are vibrant places to meet and provide support to local businesses and traders.
- Access to services that promote health, wellbeing and education.

**SERVICES/ACTIVITIES**

- Libraries
- Aged and disability support
- Maternal and child health
- Immunisation
- Children and youth
- Art gallery and programs
- Economic development
- Tourism
- Manningham Function Centre
- Building maintenance of Council assets

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Manningham City Council

**ACHIEVEMENTS**

- Implemented a range of health promotion activities, in partnership with community organisations, to deliver on actions in the Healthy City Plan and improve health outcomes for residents, including:
  - » Community education seminar for families focusing on obesity prevention in children
  - » Delivered a targeted forum to the early years sector to encourage the introduction of healthy eating and physical projects in preschools and maternal and child health services
  - » The Biggest Winner Workshop on a no diet approach to health and wellbeing
  - » Men's health education sessions
  - » Participated in Premier's Active April, including the creation of online events calendar promoting a range of activities to encourage residents to do 30 minutes of physical activity each day that month
- Works on the implementation of the final stages (four, five and six) of the Aquarena Aquatic and Leisure Centre Master Plan commenced on 5 August 2014. The redevelopment works, expected to be complete by mid 2016, include a new indoor pool, splash and play area, an expanded health club, redevelopment of the entrance foyer and a sky bridge from the car park into the facility
- 87 per cent of all actions in the Economic Development Strategy have been delivered or completed. Highlights include:
  - » Several major business development events held to create a stronger business community, including the Business Excellence Awards and Women Inspiring Business Expo and Lunch
  - » Expansion of the Business Development Program to further support the local business community
  - » Council was an active participant in the development of a Regional Investment Attraction Strategy which will be finalised in 2015/2016
  - » Securing funding to promote local shopping strips as part of Business Victoria's Support Small Business Day promotion
  - » Finalisation of stage two of the Jackson Court shopping centre upgrade
- Completed a \$345,000 refurbishment of the Bulleen and Templestowe Senior Citizen Centre
- A review of Council's public immunisation services showed an 88.7 per cent satisfaction level from clients. A number of improvement opportunities were identified, including:
  - » Better targeting of children of 3½ years of age to attend age specific immunisation sessions
  - » Introduction of a 'talking book' for parents with limited English so that they understand the risks and benefits of immunisation before vaccinating their children
- Completed a major review of our libraries services which resulted in a commitment to investigate the future redevelopment of Bulleen and The Pines branch libraries
- Spent \$492,000 on upgrades and improvements at Council owned kindergartens, child care centres, community centres and maternal and child health centres
- Manningham Gallery continued to position itself as a major contemporary facility hosting a diverse range of regionally significant exhibitions, including a major exhibition from the National Portrait Gallery. It also developed a touring show 'Woven Worlds' which will be hosted in regional galleries in Victoria and NSW
- 143 entries received for the 2015 Manningham Victorian Ceramic Awards established by Council to support Victorian ceramic artists and acknowledge the special place ceramics has in Manningham.

**CHALLENGES**

- Decommissioning and recommissioning of Mental Health Services resulting in relocation of Regional Mental Health service to another municipality, which has impacted on capacity of residents to access services at a local level
- Minimising business interruptions during the redevelopment of the Aquarena Aquatic and Leisure Centre
- Transition of Council's current Home and Community Care (HACC) funded services to the Commonwealth Home Support Programme (CHSP) was delayed as a result in changed timelines from the State and Commonwealth governments. Council will continue to support the transition with minimal disruption to ensure older residents and younger residents with a disability and their carers continue to have access to the care services they require over the transition period
- Library funding from the State Government has continually declined over the past decade, and Council has had to rely on rate revenue to cover the funding gap.

Reporting on our performance

**YEAR AHEAD**

- Finish construction of the final stage of the Aquarena Aquatic and Leisure Centre Master Plan
- Monitor and evaluate the HACC (Home and Community Care) program transition to the Commonwealth Home Support Programme
- Undertake a feasibility study which identifies and investigates options for the future relocation of the Bulleen Library, including a community hub
- Continue to implement the Economic Development Strategy with a focus on enhancing Manningham's tourism and activity centres to improve the City's economy
- Continue to implement the Active for Life Recreation Strategy including the delivery of six diverse recreation programs that encourage the community to be more physically active in our open spaces.

**FAST FACTS**

- 1,608 business operators engaged with Council through 57 business events (1,395 through 55 events in 2013/2014)

- Manningham's four library branches – Bulleen, Doncaster, The Pines and Warrandyte – provided:
  - » 615,679 visits (607,613 in 2013/2014)
  - » 1,218,826 loans (1,116,120 in 2013/2014)
  - » 62,315 reference inquiries (59,966 inquires in 2013/2014)
  - » 277,575 public computer and WiFi sessions (190,159 in 2013/2014)
- Eight Maternal and Child Health centres have supported:
  - » 1,124 new births
  - » 1,468 enrolments (498 were first time parents)
  - » 159 new parent groups
  - » 1,088 home visits to new families
  - » 4,067 active clients
  - » 73 clients visited by Enhanced Home Visiting Nurse
- 77,870 hours of child care provided to children aged 0 – 5 years at Early Years @ MC Square
- 56,463 meals provided in client homes and in group venues (68,072 in 2013/2014)
- 463,312 people visited Aquarena Aquatic and Leisure Centre

- Home and Community Care, Disability and Council funded support delivered a total of 167,692 hours of care, comprising:
  - » 66,495 hours general home care
  - » 29,625 hours personal care
  - » 23,956 hours respite
  - » 37,834 hours Planned Activity Groups
  - » 9,782 hours of Assessment and Care Planning
- 2,647 building maintenance requests responded to (2,634 in 2013/2014)
- 14,232 visits to the Manningham Gallery and 12 exhibitions
- 161 courses/workshops delivered by Manningham Art Studios to 11,212 participants
- 13 productions held at the Doncaster Playhouse
- 12,000 visitors per week accessing services at MC<sup>2</sup>
- 162 organisations and groups permanently hiring space within Council's community venues
- 1,629 functions/events held at the Manningham Function Centre.

The following statement reviews the performance of Council against the Council Plan, including results achieved in relation to the strategic indicators included in the Council Plan.

STRATEGIC INDICATOR/MEASURE	2013/2014	2014/2015
<b>GOOD LOCAL FACILITIES AND SERVICES</b> Percentage of people who believe their local area has good facilities and services.	70 per cent	78 per cent
<b>EXTENT OF FOOTPATH TRADING</b> Number of footpath trading permits issues.	430	356
<b>PARTICIPATION IN SPECIAL RATE AND CHARGE SCHEME</b> Number of activity centres participating in the special rates and charge scheme for marketing and promotion.	3	3
<b>ACCESS TO LOCAL SHOPPING</b> Percentage of people who believe their local shopping areas provides for their everyday needs.	70 per cent	83 per cent
<b>ACCESS TO HEALTH SERVICES</b> Percentage of people who believe their local area has good access to health services.	71 per cent	73 per cent



The following statement reviews the progress of Council in relation to the Initiatives and Major Initiatives identified in the 2014/2015 Budget.

MAJOR INITIATIVE/MEASURE	PROGRESS
<p><b>Implement the Aquarena Aquatic and Leisure Centre expansion works to increase access to a range of fitness, leisure, relaxation and social opportunities.</b> 50 per cent of capital works implemented by 30 June 2015.</p>	<p>Completed. The implementation of stages four, five and six of the Aquarena Aquatic and Leisure Centre Master Plan continue to progress as scheduled. It is anticipated that the construction works will be completed in June 2016 as planned.</p>
<p><b>Prepare for the transition of Home and Community Care (HACC) services to the Commonwealth Home Care Program.</b> Transition from the current State HACC funded services to the Commonwealth HACC funded services by 1 July 2015.</p>	<p>In progress. Relies on the final agreement for the transition being finalised by the State and Commonwealth governments.</p>
INITIATIVE/MEASURE	PROGRESS
<p><b>Continue to deliver the short and medium term actions of the Manningham Economic Development Strategy in support of local businesses and to boost the local economy.</b> Completion or progression of 20 per cent of the actions of the Economic Development Strategy during 2014/2015.</p>	<p>Completed. As at 30 June 2015, 87 per cent of all actions in the strategy have been delivered or completed. A strong focus on partnerships and an increased role in regional issues has placed Manningham in a good position moving forward.</p>
<p><b>Implement Healthy Living priorities and actions in the Healthy City Plan in collaboration with local and regional services to enhance the health and wellbeing of the community.</b></p> <ul style="list-style-type: none"> <li>— Development of a targeted healthy lifestyle program</li> <li>— With a focus on men and children by 30 June 2015</li> <li>— Delivery of the healthy lifestyle program by 30 June 2015</li> <li>— Complete an evaluation of the program by 30 June 2015.</li> </ul>	<p>Completed. The Healthy Living priority introduced a new healthy lifestyle program targeted at men and children, with a number of activities being run throughout the year and with ongoing evaluation.</p>

## Reporting on our performance

The following statement provides information in relation to the services funded in the 2014/2015 Budget and the persons and/or sections of the community who are provided the service.

SERVICE	DESCRIPTION	NET COST
		ACTUAL BUDGET VARIANCE \$000
LIBRARY SERVICES	Customer focused public library service that caters for the cultural, educational and recreational needs of residents and provides a focal point for the community where they can meet, relax and enjoy the facilities and services offered. The service is directly managed by the Whitehorse Manningham Regional Library Corporation with branches at Bulleen, Doncaster, The Pines and Warrandyte.	3,608
		3,671
		63
COMMUNITY SERVICES	This service provides strategic planning, policy development and direct service provision for a diverse range of children, family and community services. Key services include maternal and child health, immunisation, Manningham early years and the co-ordination of \$1.35 million in funding and service agreement grants to community groups and co-ordinates the Community Grants Program.	4,912
		4,861
		(51)
AGED AND DISABILITY SUPPORT SERVICES	Assists clients to remain and function within their own homes and the community with as much dignity and comfort as possible and prevent early or inappropriate admission to long term residential care. Aged and Disability Support Services also assists older people to remain active and connected within their community. The service provides Council with strategic advice regarding aged and disability issues/trends/directions.	2,928
		3,525
		597
ART GALLERY AND PROGRAMS	Running of the Manningham Art Gallery and art exhibitions at MC <sup>2</sup> and associated public education programs, delivery of visual and performing arts courses and workshops at the Manningham Art Studios and the development and delivery of performing arts presentations at the Doncaster Playhouse Theatre.	233
		334
		101
ECONOMIC DEVELOPMENT AND TOURISM	Support the local business sector including promotional, educational and networking activities, investment attraction, promotion of tourism and driving enhancement of activity (shopping) centres.	472
		475
		3
COUNCIL BUILDINGS	Building maintenance services for Council's building assets and includes cyclic, major and emergency maintenance, minor capital works projects, cleaning and security and mechanical service. Essential Safety Measures compliance requirements are also managed by this service. A depreciation expense of \$3.18 million is included relating to the building assets to this activity.	5,256
		5,207
		(49)
FUNCTION CENTRE AND HALLS	Management and hire of the Manningham Function Centre and hire of halls and other venues to community and commercial hirers.	(85)
		(287)
		(202)

The following statement provides the results of the prescribed Service Performance Indicators and measures.

SERVICE/INDICATOR/MEASURE	RESULT	VARIANCE
<b>LIBRARIES</b>		
<b>Utilisation</b> <i>Library collection usage</i> Number of library collection item loans per library collection item.	7.6 items	First year of LGPRF reporting
<b>Resource standard</b> <i>Standard of library collection</i> Percentage of the library collection that has been purchased in the last five years.	76.7 per cent	First year of LGPRF reporting
<b>Service cost</b> <i>Cost of library service</i> Direct cost to Council of the library service per visit.	\$5.12	First year of LGPRF reporting
<b>Participation</b> <i>Active library members</i> Percentage of active library members in the municipal population.	16.2 per cent	First year of LGPRF reporting
<b>HOME AND COMMUNITY CARE</b>		
<b>Service standard</b> <i>Compliance with Community Care Common Standards</i> Percentage of Community Care Common Standards expected outcomes met.	94.4 per cent	First year of LGPRF reporting
<b>Participation</b> <i>Participation in HACC Service</i> Percentage of the municipal target population that receive a HACC service.	22.6 per cent	First year of LGPRF reporting
<i>Participation in HACC Service by CALD people</i> Percentage of the municipal target population in relation to CALD people who receive a HACC service.	18.5 per cent	First year of LGPRF reporting
<b>MATERNAL AND CHILD HEALTH</b>		
<b>Satisfaction</b> <i>Participation in first MCH home visit</i> Percentage of infants enrolled in the MCH service who receive the first MCH home visit.	102.1 per cent	First year of LGPRF reporting
<b>Service standard</b> <i>Infants enrolled in the MCH service</i> Percentage of infants enrolled in the MCH service.	100 per cent	First year of LGPRF reporting
<b>Participation</b> <i>Participation in the MCH service</i> Percentage of children enrolled who participate in the MCH service.	98.6 per cent	First year of LGPRF reporting
<i>Participation in the MCH service by Aboriginal service</i> Percentage of Aboriginal children who attend the MCH service at least once (in the year).	91.7 per cent	First year of LGPRF reporting
<b>AQUATIC FACILITIES</b>		
<b>Service standard</b> <i>Health inspections of aquatic facilities</i> Number of inspections by an authorised officer within the meaning of the <i>Public Health and Wellbeing Act 2008</i> carried out per Council aquatic facility.	3 inspections	First year of LGPRF reporting
<i>Reportable safety incidents at aquatic facilities</i> Number of inspections by an authorised officer within the meaning of the <i>Public Health and Wellbeing Act 2008</i> carried out per Council aquatic facility.	2 incidents	First year of LGPRF reporting
<b>Service cost</b> <i>Cost of indoor aquatic facilities</i> Direct cost to Council less any income received of providing indoor aquatic facilities per visit.	\$1.38	First year of LGPRF reporting
<b>Utilisation</b> <i>Utilisation of aquatic facilities</i> Number of visits to aquatic facilities per head of municipal population.	3.91 visits	First year of LGPRF reporting

## Reporting on our performance

## Council leadership and organisational performance

### ABOUT THIS OUTCOME

Aims to ensure Manningham is well governed through sound and informed decision making, communicating and consulting with the community on major issues and programs, continual improvement to ensure services are responsive to community needs, and advocacy.

### GOALS

- A responsive Council which leads through effective planning, advocacy, transparency and accountability.
- An efficient organisation that aims to continuously improve service delivery to benefit community outcomes.

### SERVICES/ACTIVITIES

- Councillors and Chief Executive
- Governance
- Council and committee meetings
- Internal audit
- Records management
- Communications and marketing including:
  - *Manningham Matters*
  - Media Releases
  - Speeches
- Manningham website
- Customer service.

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Manningham City Council

**ACHIEVEMENTS**

- Council has a new Customer Service Policy and Complaint Handling Procedure, which set out the organisation's expectations and staff responsibilities regarding complaints management, including the practices, procedures and behavioural characteristics necessary to achieve excellence in customer service
- Endorsed a Community Engagement Framework which will guide all engagement activities
- An evaluation of the formal continuous improvement program (Manningham Improvements) was completed in early 2015 which has led to a revised framework focusing on increased accountability, clarity, capacity building and leadership
- Celebrated National Reconciliation Week by exhibiting the revised Reconciliation Action Plan 2015 – 2017 for public comment. It includes a proposed change to the Acknowledgement of Country, and a change to when and where we fly the Flags of Australia
- Residents from a non-English speaking background are able to communicate with Council via a new and improved direct interpreter service

- Adopted a new Fraud and Corruption Policy and Fraud and Corruption Control Plan, and updated the Record Management and Privacy policies
- Council adopted the 2015/2016 Annual Budget together with the Strategic Resource Plan and Annual Initiatives 2015/2016. Highlights include:
  - » \$86 million for operational service delivery and \$37.62 million for the capital works program
  - » Rates for an average residential property in Manningham has been held to an increase of 3.53 per cent (\$64.15) or \$1.23 per week; the lowest increase in more than a decade
  - » Inclusion of 24 Initiatives, including six major initiatives, to deliver on the strategic objectives of the Council Plan
- The total corporate partnership funding achieved during 2014/2015 increased by 15 per cent from 2013/2014.

**CHALLENGES**

- The State Government intends to introduce legislation that will cap the rates of local government in Victoria. It is foreshadowed this is will have a significant impact on future financial forecasting beyond the 2015/2016 financial year

- Attracting and retaining staff remains a key priority for Manningham. With an ageing demographic, proactive workforce planning to ensure that we can continue to provide the best services possible to our community remains a focus.
- Proactively and creatively identifying and securing partnership funding to alleviate the ongoing pressure cost shifting by other tiers of government to deliver high quality services to our community.

**YEAR AHEAD**

- Improve the operation of Council's customer call centre by investigating options to centralise its operation to improve customer service and service delivery outcomes
- Employ additional IT resources to help deliver a range of critical projects and systems needed to support customer service and service delivery outcomes
- Review Manningham's IT infrastructure and provide strategic direction about the use of the latest technologies and practices to improve customer service and service delivery outcomes
- Undertake a strategic assessment of Council's IT services and infrastructure and its overall readiness for cloud services, including a strategic roadmap
- Partner with similar councils in the MAV LEAP program to review and improve procurement expenditure practices.

**FAST FACTS**

- 49 projects were put out for public consultation
- Six issues of *Manningham Matters* produced with 53,000 copies distributed per issue
- Distributed regular newsletters and publications to the community including:
  - » Four issues of *The Rec Wrap*
  - » Four issues of the Doncaster Hill e-newsletter
  - » 18 issues of the Manningham Business e-newsletter
- 227 media releases and media statements sent to local media outlets
- 131 speeches written for Council events, project launches and other functions
- 345,364 visits were made to [www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)
- 1,875 people followed Council on Twitter and 987 on Facebook
- Six issues of the *Social Butterflies* newsletter
- Three issues of the Live Well e-newsletter
- \$14.16 million operating surplus delivered
- 46,870 rates notices issued
- 169,452 calls answered by customer service
- Actioned 29,480 customer service requests (30,684 in 2013/2014)
- 16 Freedom of Information requests received and processed.

### Reporting on our performance

The following statement reviews the performance of Council against the Council Plan, including results achieved in relation to the strategic indicators included in the Council Plan.

STRATEGIC INDICATOR/MEASURE	2013/2014	2014/2015
<b>PARTICIPATION IN CITIZEN ENGAGEMENT</b> Percentage of people participation in citizen engagement in the last 12 months.	N/A	40.5 per cent
<b>LOBBYING</b> Community satisfaction with Council's performance in lobbying on behalf of the community	Performance index rating of 61	Performance index rating of 60*
<b>COMMUNITY CONSULTATION AND ENGAGEMENT</b> Community satisfaction with Council's performance in community consultation and engagement	Performance index rating of 60	Performance index rating of 58*
<b>OVERALL PERFORMANCE</b> Community satisfaction with Council's overall performance	Performance index rating of 66	Performance index rating of 68*
<b>COMMUNITY ENGAGEMENT OPPORTUNITIES</b> Number of opportunities for the community to participate in Council's community engagement activities	30 opportunities	49 opportunities
<b>FINANCIAL PERFORMANCE</b> Achievement of Financial Strategy targets (2014/2015 is the first year of the Local Government Performance Reporting Framework Indicators)	6 out of 8 targets met	8 out of 10 targets met (see below)
<b>TRANSPARENCY AND ACCESSIBILITY</b> The percentage of people who know enough about what Council is doing and what its priorities are	31 per cent	36 per cent
<b>QUALITY OF COMMUNICATIONS</b> Percentage of people who agree that communications they receive from Council is useful and informative	58 per cent	65 per cent
<b>SERVICE IMPROVEMENTS ON EFFICIENCIES AND EFFECTIVENESS</b> The number of continuous improvement initiatives undertaken across the organisation	4 initiatives	10 initiatives
<b>VALUE FOR MONEY</b> Percentage of people who believe that Council delivers value for money with respect to the services it provides	29 per cent	33 per cent

\* The source for results is the 2015 Local Government Community Satisfaction Survey.

### FINANCIAL PERFORMANCE AND SUSTAINABILITY

**Council ended 2014/2015 in a sound financial position with a strong balance sheet and a healthy surplus, through which operational services and the provision of community assets are funded.**

- Net assets increased by \$195 million to \$1.8 billion
- The surplus for the year was \$14.20 million, \$2.01 million more than budget.

Full details of Council's financial results are detailed in the 2014/2015 Financial Report and the 2014/2015 Performance Statement. The documents commence on page 79 and 125 respectively of this Annual Report.

The following strategic indicators of Council's financial performance are drawn from the audited results of Council and the Performance Statement.

- 7 per cent adjusted underlying result ratio, just below the target of 7.3 per cent
- 206.1 per cent working capital ratio, above the target of 167.8 per cent

- 67.5 per cent unrestricted cash to current liabilities ratio, above the target of 51.9 per cent
- 8.3 per cent loans and borrowings to rates ratio, equal to target of 8.3 per cent
- 8.0 per cent indebtedness ratio, above the target of 8.5 per cent
- 71.3 per cent asset renewal ratio, below the target of 85.7 per cent
- \$860 own source revenue per head of population, above the target of \$847
- \$110 recurrent grants per head of population, above the target of \$96.40.

The following statement reviews the progress of Council in relation to the Initiatives and Major Initiatives identified in the 2014/2015 Budget.

MAJOR INITIATIVE/MEASURE	PROGRESS
<p><b>Expand the Manningham Improvements program by increasing the number of continuous improvement projects.</b> Ten cross-organisational projects delivered by 30 June 2015 that result in demonstrable service quality and performance improvements.</p>	In-progress. Nine of the ten projects are on track to deliver improvements, with four currently trialling recommendations.
INITIATIVE/MEASURE	PROGRESS
<p><b>Implement the Sponsorship Prospectus Action Plan aimed at attracting funding partnerships and support to Council services, programs and events.</b> The total partnership funding achieved in 2013/2014 to be exceeded in 2014/2015.</p>	Completed. The total partnership funding achieved in 2014/2015 has exceeded the previous financial year by 15 per cent.
<p><b>Implement a Community Engagement Framework to ensure a best practice approach for all our engagement activities.</b> At least 50 per cent of the Service Units educated on the Community Engagement Framework.</p>	Completed. A revised Community Engagement Framework was endorsed by Council. The best practice approach continues to be embedded across the organisation to build capacity to better engage the community in Council activities.

The following statement provides information in relation to the services funded in the 2014/2015 Budget and the persons and/or sections of the community who are provided the service.

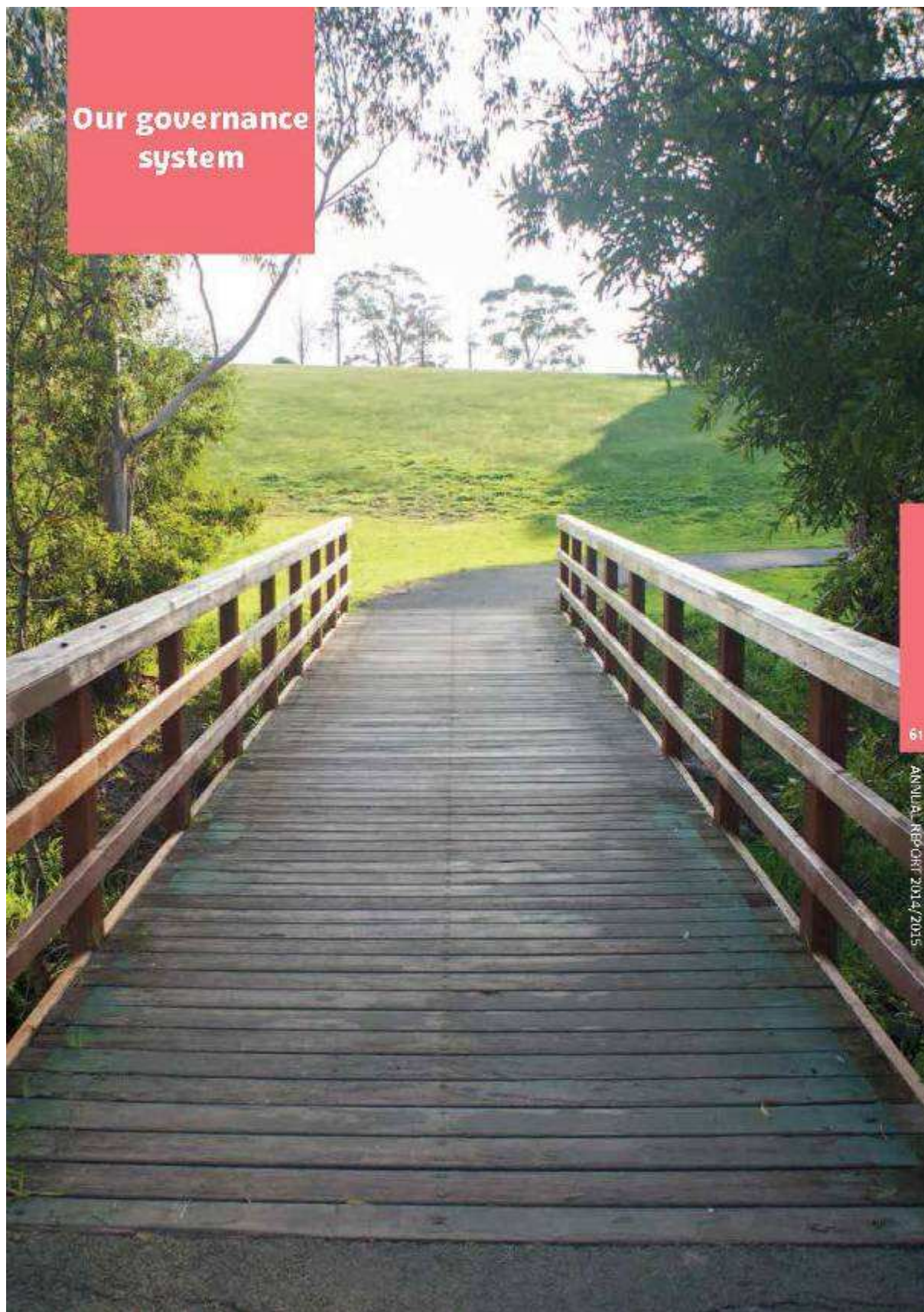
SERVICE	DESCRIPTION	NET COST
		ACTUAL BUDGET VARIANCE \$000
COUNCILLORS AND CHIEF EXECUTIVE	This area includes the Mayor, Councillors and Chief Executive Officer and associated support which cannot be easily attributed to the direct service provision areas.	1,127
		1,073
		(54)
COMMUNITY RELATIONS AND MARKETING	Provides a range of activities to facilitate internal communication across the organisation, and between the organisation and the community and key stakeholders.	1,467
		1,351
		(116)
CUSTOMER AND CIVIC SERVICES	Provides a range of customer service, governance, statutory and corporate support services and acts as the main customer interface with the community. Services include the co-ordination of Council and committee meetings, contracted internal audit function and office support services at the Civic Centre.	2,811
		2,812
		1

## Reporting on our performance

The following statement provides the results of the prescribed Service Performance Indicators and measures.

SERVICE/INDICATOR/MEASURE	RESULT	VARIANCE
<b>GOVERNANCE</b>		
<b>Transparency</b> <i>Council resolutions made at meetings closed to the public</i> Percentage of Council decisions made at meetings closed to the public.	1.9 per cent	First year of LGPRF reporting
<b>Consultation and engagement</b> <i>Satisfaction with community consultation and engagement</i> Community satisfaction rating out of 100 with the consultation and engagement efforts of Council.	58 out of 100	First year of LGPRF reporting
<b>Attendance</b> <i>Councillor attendance at Council meetings</i> Percentage of attendance at ordinary and special Council meetings by Councillors.	92.6 per cent	First year of LGPRF reporting
<b>Service cost</b> <i>Cost of governance</i> Direct cost of the governance service per number of Councillors elected at the last general election.	\$41,044.84	First year of LGPRF reporting
<b>Satisfaction</b> <i>Satisfaction with Council decisions</i> Community satisfaction rating out of a 100 with how Council has performed in making decisions in the interest of the community.	60 out of 100	First year of LGPRF reporting





## Our governance system

# Our governance system

### HOW WE GOVERN

Manningham City Council is a public statutory body constituted under the *Local Government Act 1989* to provide leadership for the good governance of the municipal district and the local community.

The elected Council is the formal decision making body and consists of nine Councillors. The administration of the organisation is headed by the Chief Executive Officer.

Council has a number of roles, including:

- Taking into account the diverse needs of the local community in decision making
- Providing leadership by establishing strategic objectives and monitoring achievements
- Ensuring that resources are managed in a responsible and accountable manner
- Advocating the interests of the local community to other communities and governments
- Fostering community cohesion and encouraging active participation in civic life.

The day to day operational matters are the province of the Chief Executive Officer under the provisions of the Act. The Council also delegates various powers and responsibilities to the Chief Executive Officer.

### GOVERNANCE FRAMEWORK

Manningham Council places a strong emphasis on good governance, ensuring that Council operates effectively, efficiently, impartially and with integrity. Manningham employs good governance principles by making decisions based on proper processes and systems, and making sure Council officers carry out these decisions appropriately.

Good governance involves two types of governance:

1. **Democratic** – elected Councillors and the authority they have to make decisions
2. **Corporate** – the way in which Council is run and the framework in which its systems and processes operate.

Council is committed to effective and sustainable forms of democratic and corporate governance as the key to ensuring that Council and its administration meet the community's priorities.

The community has many opportunities to provide input into Council's decision making processes, including:

- Vote for Councillors every four years through the Local Government election for the City of Manningham
- Write to, email or call elected members of the Council
- Make a submission on the Council's budget and Council Plan and Council Plan Action Plan when advertised each year
- Public forums such as question time at a Council meeting

- Become a member of the Household Panel, which is invited to participate in surveys, focus groups, workshops and other consultation activities throughout the year
- Make submissions on other major projects that are consulted on or advertised throughout the year.

For more information, visit [www.yoursaymanningham.com.au](http://www.yoursaymanningham.com.au)

## Democratic governance

### DECISIONS

Council's formal decision making processes are conducted through Council meetings. At these meetings, reports from Council officers are submitted with a recommendation for the consideration of the Council on a range of matters, including planning permit applications, strategic land use and development planning, community services, health and local laws matters, road and traffic management and administration and financial issues.

A Councillor has no authority over Council staff and delegates the majority of its decision making to Council staff. These delegations are exercised in accordance with adopted Council policies.

However, the Council as a whole employs the Chief Executive Officer, and collectively reviews his/her performance.

Although the Mayor has no more authority than other Councillors, the position is significant as a community leader and Council spokesperson. The Mayor performs an important leadership, social and ceremonial function (e.g. citizenship ceremonies) and is chair of all Council meetings.

### MEETINGS

Ordinary Meetings of Council are held at the Manningham Civic Centre and are open to the public. Residents, local traders and community members are encouraged to attend. Some matters, due to their confidentiality, may be considered by Council in a closed session. Special Meetings of Council may also be called to deal with urgent matters. All meetings are conducted in accordance with Council's Meeting Procedure Local Law. Council's meeting schedule, agendas and minutes, are available on Council's website.

In 2014/2015, there were 12 Ordinary Meetings of Council and three Special Meetings of Council. The following table provides a summary of Councillor attendance at these meetings.

COUNCILLOR	ORDINARY	SPECIAL
Cr Meg Downie	12 out of 12	3 out of 3
Cr Sophy Galbally	11 out of 12	2 out of 3
Cr Jim Grivokostopoulos	12 out of 12	3 out of 3
Cr Geoff Gough	11 out of 12	3 out of 3
Cr Dot Haynes	11 out of 12	3 out of 3
Cr Michelle Kleinert (Deputy Mayor)	11 out of 12	2 out of 3
Cr Paul McLeish (Mayor)	11 out of 12	2 out of 3
Cr Stephen O'Brien	12 out of 12	3 out of 3
Cr Jennifer Yang	10 out of 12	3 out of 3

### STRATEGIC BRIEFING SESSIONS (SBS)

Strategic Briefing Sessions are used to provide an informal briefing to Councillors on matters of a strategic or policy nature prior to the matter being presented to a Council meeting.

### COMMITTEES

Council has established and operates a large number of internal advisory and other committees. Appointments to these committees allow Councillors to have input into Council projects, groups or events in which they may have a particular interest.

The table below shows the appointments that were made by Council on 2 December 2014. These appointments are reviewed on an annual basis.

COMMITTEE	APPOINTEE(S)
Access and Equity Advisory Committee	Cr Kleinert (chair)
Audit Committee	Cr Gough Cr McLeish Cr Yang
Doncaster Rail Advocacy Steering Committee (DRASC)	Cr Grivokostopoulos Cr McLeish (chair) Cr Yang
Executive Performance Review Committee	Cr Galbally Cr Haynes Cr McLeish (chair) Cr Kleinert
Heritage Advisory Committee	Cr Downie (chair)
Manningham Art Collection Advisory Committee	Cr O'Brien (chair)
Manningham Charitable Fund Grants Assessment Panel	Cr Grivokostopoulos Cr McLeish (chair)
Municipal Emergency Management Planning Committee	Cr Downie (chair)
Municipal Fire Management Planning Committee	Cr Downie (chair)
Open Space and Streetscape Design Advisory Committee	Cr Galbally Cr Gough (chair) Cr Haynes
Senior Citizens Reference Group	Cr Downie (chair)
Sustainable Design Taskforce	Cr Downie Cr O'Brien (chair)
Transport Advisory Committee	Cr Galbally Cr Haynes (chair) Cr Kleinert

Our governance system

Councillors also represent Council on a number of external bodies and committees, including:

COMMITTEE	APPOINTEE(S)
Eastern Affordable Housing Alliance	Cr Sophy Galbally
Eastern Transport Coalition	Cr Jennifer Yang
Manningham Interfaith Network	Cr Dot Haynes
Manningham Promoting Character	Cr Dot Haynes
Metropolitan Transport Forum	Cr Paul McLeish
Metropolitan Waste Management Group	Cr Dot Haynes
Municipal Association of Victoria	Cr Sophy Galbally Substitute – Cr Jim Grivokostopoulos
Municipal Association of Victoria Planning Committee	Cr Meg Downie
Northern Alliance for Greenhouse Action (NAGA) Executive Committee	Cr Sophy Galbally
Victorian Local Governance Association	Cr Paul McLeish Substitute – Cr Jim Grivokostopoulos
Whitehorse Manningham Regional Library Corporation	Cr Jim Grivokostopoulos Cr Meg Downie

**CODE OF CONDUCT**

Councillors are bound by a Code of Conduct. The Code describes the standards of ethical and moral behaviour expected of Councillors. The Code covers relationships between Councillors and staff, the use of Council resources and dispute resolution procedures. The Code was reviewed and revised on 25 June 2013 following the 2012 general election as provided for in the *Local Government Act 1989*. It can be viewed on Council's website.

**CONFLICT OF INTEREST**

Councillors are elected by the residents and ratepayers to act in the best interests of the community. When a council delegates its powers to a Council officer or a committee, the committee or officer also needs to act in the public interest.

A conflict of interest occurs when a personal or private interest might compromise the ability to act in the public interest. A conflict of interest exists even if no improper

act results from it. Council has a comprehensive procedure in place to accommodate the disclosure of a conflict of interest.

Declaration of a conflict of interest is a standard agenda item for all Council and Committee meetings. In general they involve disclosing the relevant interests in a specific way and then stepping aside from the relevant decision making process or from the exercise of the public duty. A register is maintained to record all disclosed conflict of interests.

During 2014/2015, four conflicts of interest were declared at Council and committee meetings.

**ASSEMBLY OF COUNCILLORS**

The *Local Government Act 1989* provides that any scheduled meeting between five or more Councillors (in Manningham's case) and at least one Council officer that considers matters intended or likely to come before Council for decision is an 'Assembly of Councillors'. In addition, a

meeting of an advisory committee that has one or more Councillors as members of the committee is also an 'Assembly of Councillors'. A record of meetings that were an 'Assembly of Councillors' is tabled at each ordinary meeting of Council, which discloses business items, those present and any declarations of conflict of interest.

**ALLOWANCES**

Councils may set annual allowances for their Mayor and Councillors according to their predetermined category, based on criteria such as each council's individual size and revenue base. Manningham is a 'Category 2' council. Current allowances for Mayors and Councillors across Victoria increased on 24 December 2013 by 2.5 per cent. This was the annual adjustment as determined by the Local Government Minister and permitted under Section 73B of the *Local Government Act 1989*. In 2014/2015, the allowances, including 9.50 per cent superannuation, were set at:  
 — Mayor, \$78,485  
 — Councillors, \$25,365.

**EXPENSES**

There is an annual budget for Councillor expenses of \$9,685 per Councillor and \$11,840 for the Mayor. This budget is all inclusive and covers conferences, training, travel, child minding, telephones, etc. and Councillors are expected to operate within their individual budget. Council may also reimburse Councillors for any necessary out of pocket expenses they incur while performing their duties as a Councillor. The table below shows the budgeted and actual expenses for 2014/2015.

	2013/2014	2014/2015
<b>Budget</b>	\$88,260	\$89,320
<b>Actual</b>	\$56,099	\$85,835

Council also publishes its travel register on its website in July each year showing interstate and overseas travel undertaken by Councillors and Council officers.

## Corporate governance

### CEO AND DELEGATIONS

Manningham's CEO, Joe Carbone, is the only member of staff directly appointed by, and responsible to, Council. The CEO implements Council decisions, ensures Council achieves its Council Plan objectives and manages the day to day operations of the organisation. The CEO's performance is reviewed annually by the Council.

Decisions under delegation can only be exercised in line with existing Council adopted policies. These powers are reviewed by each newly elected Council and regularly thereafter. The CEO's delegate powers include the ability to negotiate the sale of Council properties and purchase of land following an in principle decision by Council. The CEO has further delegated powers to Council officers who carry out the functions of Council on a daily basis.

Further reading, [www.manningham.vic.gov.au/public-registers-and-information](http://www.manningham.vic.gov.au/public-registers-and-information)

### SENIOR OFFICERS (INCLUDING REMUNERATION)

Senior Officers are employed under contracts of up to five years. Performance plans are reviewed annually by the CEO in accordance with the *Local Government Act 1989* Section 97A (2). A Senior Officer is the CEO, or an officer of Council who has management responsibilities and reports directly to the CEO, or any other member of Council staff whose total annual remuneration exceeds \$133,000.

As at 30 June 2015, Manningham had 28 senior officers, with a total remuneration of \$4,641,742 in 2014/2015.

In accordance with Section 11 of the Local Government (General) Regulations 2004, remuneration of all Senior Officers is available for public inspection. In addition, in May 2012, Council resolved to include a remuneration disclosure in its Annual Report disclosing the remuneration of the five most senior highly remunerated officers, including service contract duration, salary and benefits entitlements.

This disclosure shows that information as at 30 June 2015 and is in addition to the disclosure contained in the Related Party note in the Financial Statements.

NAME/POSITION	TERM AND DURATION OF CONTRACT	TOTAL REMUNERATION	OTHER BENEFITS
<b>Joe Carbone</b> Chief Executive Officer	Current contract period commenced in position on 21/01/2013. Contract expires on 20/01/17	\$328,800 (includes salary, and superannuation)	Ability to salary sacrifice for employer superannuation and Fringe Benefits Tax exempt benefits, five weeks annual leave and accrues Long Service Leave.
<b>Leigh Harrison</b> Director Assets and Engineering	Current contract period commenced in position on 09/03/2010. Contract expires on 09/03/2018	\$244,819 (includes salary, superannuation, and motor vehicle)	Ability to salary sacrifice for employer superannuation, motor vehicle and Fringe Benefits Tax exempt benefits, five weeks annual leave and accrues Long Service Leave.
<b>Philip Lee</b> Director Shared Services	Current contract period Commenced in position on 16/12/2013. Contract expires on 16/12/2016	\$238,800 (includes salary, and superannuation)	Ability to salary sacrifice for employer superannuation and Fringe Benefits Tax exempt benefits, five weeks annual leave and accrues Long Service Leave.
<b>Teresa Dominik</b> Director Planning and Environment	Current contract period Commenced in position on 05/04/2012. Contract expires on 04/04/2017	\$218,000 (includes salary, superannuation, and motor vehicle)	Ability to salary sacrifice for employer superannuation, motor vehicle and Fringe Benefits Tax exempt benefits, five weeks annual leave and accrues Long Service Leave.
<b>Chris Potter</b> Director Community Services	Current contract period Commenced in position on 15/07/2013. Contract expires on 14/07/2018	\$196,148 (includes salary and superannuation)	Ability to salary sacrifice for employer superannuation and Fringe Benefits Tax exempt benefits, five weeks annual leave and accrues Long Service Leave.

## Our governance system

### STAFF CODE OF CONDUCT

Section 95AA of the *Local Government Act 1989* requires the Chief Executive Officer to develop and implement a Code of Conduct for Council staff. Section 95 of the Act requires Council staff, in the course of their employment, to:

- Act impartially
- Act with integrity including avoiding conflicts of interest
- Accept accountability for results
- Provide responsive service.

The purpose of the code is to prescribe the conduct required by employees to deliver the high ethical and moral standards expected in government and to promote excellent service to the community.

In 2014/2015, Council undertook a significant review of the Employee Code of Conduct. This new code contains thirty elements structured around the requirements of the Act.

### FRAUD AND CORRUPTION CONTROL

Council is the custodian of significant public funds and assets therefore it is important that the community has assurance that these are adequately protected from fraud and corruption. In January 2015, Council adopted Fraud and Corruption Policy and a Fraud and Corruption Control Plan.

The policy sets out specific guidelines and responsibilities regarding appropriate actions that must be followed for the investigation of fraud and corruption and other similar irregularities. The Plan documents Council's approach to controlling fraud and corruption at both strategic and operational levels.

## Management

Council has implemented a number of statutory and better practice items to strengthen its management framework. Having a strong governance and management framework leads to better decision making by Council.

The Local Government (Planning and Reporting) Regulations 2014 requires Council to undertake an assessment against the prescribed governance and management checklist which can be found on page 67. The following items have been highlighted as important components of the management framework.

### AUDIT COMMITTEE

The Audit Committee includes four independent members, one of whom is the chair, and three Councillor representatives, one of whom is the Mayor.

The Audit Committee is an advisory committee of Council established in accordance with section 139(2) of the *Local Government Act 1989* to assist Council to discharge its responsibilities by providing oversight in the areas of financial reporting, risk management, systems of internal controls and compliance with regulatory requirements.

Its role also involves input into the development of the strategic and annual audit plans and monitoring of the implementation of the plans and review of the external audit function and findings.

The objectives of the Audit Committee are to:

- Facilitate effective management of all risks, including financial risks and the protection of Council assets
- Encourage compliance with all laws and regulations as well as use of best practice guidelines
- Enhance the credibility and objectivity of internal and external financial reporting
- Assist in maximising the effectiveness of the internal audit function

- Provide an effective means of communication between the External Auditor, Internal Auditor, Executive Management Team and the Council.

### AUDIT COMMITTEE MEMBERS AS AT 30 JUNE 2015

INDEPENDENT	COUNCILLORS
Mr Alan Fotheringham (chair)	Cr Paul McLeish
Dr Robert Sadler	Cr Jennifer Yang
Mr Michael Said	Cr Geoff Gough
Mr Rob Hogarth	

For independent members, the annual remuneration is \$9,000 for the Chair and \$7,000 for other members.

The Chief Executive Officer, Director Shared Services, Group Manager Finance, Manager People, Culture and Risk, the Co-ordinator Risk Management and Safety and the Internal Auditor (contractor – Crowe Horwath) attend Audit Committee Meetings. The Audit Committee conducts four ordinary meetings, with a fifth meeting convened to review the Annual Financial Statements. The Auditor General's agent attends the special meeting to report any matters of significance in relation to the Financial Statements.

As part of Council's commitment to propriety and good governance, the Chair of the Audit Committee may meet privately with the full Council, in the absence of the Executive Management Team, to discuss any matters which the independent members and the Councillors may wish to raise. The Chair of the Audit Committee reports the substance of those discussions to the following Audit Committee meeting.

### INTERNAL AUDIT

Internal audit provides an independent and objective review and advisory service to provide assurance to the Council and management that Council's financial and operational controls

designed to manage the Council's risks and achieve its objectives are operating in an efficient, effective and ethical manner. Crowe Horwath is the current contractor performing the internal audit function.

The Internal Audit process assists Council and the Chief Executive Officer to accomplish our objectives by bringing a systematic, disciplined approach to improve the effectiveness of risk management, control and governance processes.

Council, in consultation with the Audit Committee and the Internal Auditor, develops an annual audit plan. The audit projects in the annual audit plan reflect a mix of Council's identified enterprise risk exposures and operational risks as well as prudent compliance and performance audits.

The following reviews were completed in 2014/2015:

- Maternal and Child Health
- Immunisation Management
- Statutory Building
- Building Maintenance (Essential Safety Measures)
- Playground Maintenance
- Instrument of Delegations
- Fraud Management and Prevention
- Tendering, Conflict of Interest and Contract Management
- Privacy Act Compliance
- Procurement.

### EXTERNAL AUDIT

Council is externally audited by the Victorian Auditor-General's Office (VAGO). For the 2014/2015 financial year, the financial and performance statements of Council were audited by a representative from VAGO as required by the *Audit Act 1994*. These can be viewed on pages 125 – 133 of this Annual Report.

Our governance system



**RISK MANAGEMENT**

Risk management is the combination of organisational systems, processes, procedures and culture that facilitate the identification, assessment, evaluation and treatment of risk in order to protect the organisation and assist in the successful pursuit of its strategies and performance objectives.

Council's updated Risk Management Framework has been in place for 12 months and is progressively being implemented and embedded across the organisation. Activity has revolved around a quarterly review of the Risk Register and reporting to the Risk and Audit Committees, and presenting the first, six monthly Local Government Report to Council.

A Risk Management Cultural Measurement Tool has been created to monitor and measure the cultural development of enterprise wide risk management through measurement of performance indicators under the following categories: governance, knowledge and ownership and systems. Performance is assessed twice a year and presented to the Audit Committee.

The key elements of the Risk Management Framework are:

- Risk Management Strategy
- Risk Management Policy
- Risk Management Assessment Tool

- Risk Register
- Risk Reporting
- Risk Management Incident and Near Miss Procedure
- Risk Management Cultural Measurement Tool
- Risk Management Committee
- Audit Committee.

Manningham Council, under the leadership of the CEO, is committed to establishing an organisational culture that ensures that effective risk management is embedded in all activities and business processes across all staff levels and locations. Council's risk management process, consistent with the AS/NZS ISO 31000:2009, is illustrated in the diagram above.

**PUBLIC LIABILITY AND PROFESSIONAL INDEMNITY INSURANCE**

Manningham Council continues to perform well in regard to the management of its public liability and professional indemnity risk exposure, with focused attention on high risk exposures including trips and falls, tree and water damage. Council's proactive under excess claims management system is mitigating claims escalating into large claims on Council's public liability policy. No new claims have been made on this policy since 2012, which has resulted in a premium reduction in the forthcoming 2015/2016 renewal terms.

**PROPERTY AND FIDELITY INSURANCE**

There has been a concerted effort across Council to reduce the potential for incidents that might result in claims. There was one building damage claim under the property policy in 2014/2015, which resulted in the insured successfully negotiating recovery action against the third party's motor vehicle insurer. This is expected to contribute towards reduced premium trending and savings in the next financial year.

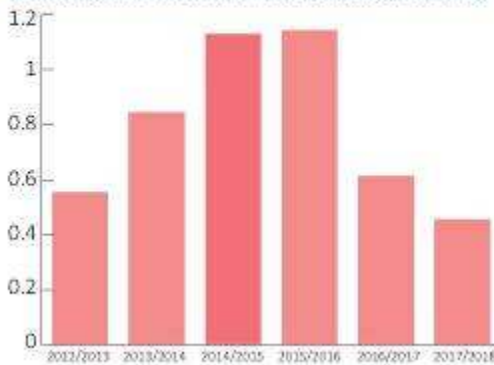
**OCCUPATIONAL HEALTH AND SAFETY**

Council continues its commitment to health and safety with a new OHS Policy Statement under our new slogan of "My Workplace. My Safety" with the expressed commitment of the Executive Management Team.

The stated commitment to the health and safety of employees, contractors and other stakeholders is the first of a renewed direction in OHS management which involves an OHS management system framework and revision of current policies, procedures and processes. The OHS management system will enable Manningham's continued compliance with the *Occupational Health and Safety Act 2004*, with the view to continuous improvement and evaluation of Council's OHS management strategies.



**WORKCOVER INDUSTRY PERFORMANCE RATING**



Over the next year key policies and procedures will be reviewed in line with the new direction.

- **Committees and Consultation** – two divisional OHS Committees based at the Civic Centre and the Depot, and chaired by a Director, report up to the Central Safety Committee. This structure allows a strategic approach for the identification and resolution of local issues, as well as any broader issues that have organisational wide impact. Elected Health and Safety Representatives attend these committees to discuss topics of interest. Council continues to undertake consultation in regard to health and safety outside of formal committee structures, for example, by involving employees in risk assessments, hazard assessments and incident investigations.
- **Emergencies** – there are various types of emergency situations which could occur in Council buildings and surrounds. Council has set up an Emergency Planning Committee (EPC) to determine the types of emergencies and to ensure staff and the Emergency Control Organisation (ECO) are ready to act. The EPC meets at least quarterly to plan for emergencies and test current systems. Systems of response training provided by external consultants.

**WORKPLACE INJURIES AND CLAIMS**

Council has continued to improve injury management processes and systems to ensure injured workers are supported at all times during their recovery and return to work. This is carried out in accordance with compliance requirements outlined in the *Workplace Injury Rehabilitation and Compensation Act 2013*. The cumulative impact of Council's injury management and DHS processes and procedures during the past year has realised a 27.14 per cent reduction in WorkCover Premium for the 2015/2016 period. The chart above illustrates Council's WorkCover performance rate for the last four years. With one being the industry average for Local Government, Council's performance currently sits at 0.455 which is 54.5 per cent better than our Local Government peers.

**ASSET MANAGEMENT**

Council is responsible for an extensive range of infrastructure assets, such as buildings, roads and bridges, drainage, parks and recreational facilities. This represents a significant investment made over many generations to ensure that the assets and the services that Council delivers are managed in an economical and sustainable manner. The replacement value of these assets (including land and fixed assets) is estimated at \$2 billion, and Council currently spends, on

average, around \$13.5 million per year on the refurbishment and renewal of its infrastructure assets.

Sound and sustainable asset management is necessary to enable Council to meet its responsibilities and obligations in order to provide necessary services and facilities, to manage and maintain these important community assets and to meet legislative, regulatory and reporting requirements.

Council's approach to asset management forms part of a framework that includes the application of asset management best practices, the implementation of corporate information systems for data management, reporting and works planning, a planned and fully funded approach to timely infrastructure renewal, and the consideration of lifecycle costing for capital investment decisions for new or enhanced infrastructure.

There are a number of key documents that form part of the framework that influences and drives asset management at Council.

These include Council's Asset Management Policy and Asset Management Strategy, which provides direction and guidance for the ongoing management of Council's assets, and also defines the principles and methodology on which the long term Capital Works Program is developed.

The Capital Works Program assigns funding priority to the renewal and refurbishment of existing assets, over the creation of new assets, to ensure that the standard of Council's existing infrastructure facilitates levels of service that are affordable and continue to meet community expectations, changes in standards and growth of the city.

In 2014/2015, Council invested \$14 million in asset renewal. Highlights included:

- Building restoration and refurbishment works at various Council buildings (Bulleen Templestowe Senior Citizens Centre, Doncaster East Preschool and Park Orchards Tennis Club) – \$2.12 million
- Road restoration and reseal works (Tunstall Road, Bourke Street and Rocklea Road) – \$3.15 million
- Restoration and renewal of Council's open space and recreational assets (fencing, water services, floodlighting and sports grounds) – \$440,000
- Ongoing replacement of Council's fleet of vehicles and mobile plant items – \$1.43 million.

### Our governance system

#### NATIONAL ASSET MANAGEMENT ASSESSMENT FRAMEWORK (NAMAF)

Council participates in, and is a strong advocate of, the MAV Step Asset Management Program. The Step Program was established to raise awareness, assist councils with asset management and to support a common best practice approach across the industry.

The Step Program continues to evolve and now includes best practice guidelines and practices contained in the Federal Government's National Asset Management Assessment Framework (NAMAF).

The Framework is being used nationally to support improvement in local governments' asset management planning and performance, and to assist councils to achieve a 'Core' or 'Advanced' level of asset management maturity within their organisation. The 'Core' maturity level is the minimum level that all councils should attain and this was to be achieved by Manningham in December 2012.

There are 11 key assessment elements that the NAMAF includes to evaluate asset management performance. A summary of Manningham's performance (scorecard) for 2014/2015 is outlined in the table below and it includes a comparison with outer metropolitan councils.

The results show that Manningham has achieved a high level of asset management performance, having reached 'Core' maturity level in all of the key elements, and is generally operating at or above the industry standard in comparison to other councils.

The Step Program will continue to be implemented in 2015/2016 and will focus on achieving improved NAMAF outcomes, and to support further improvement in asset management performance, financial sustainability and service planning, that will assist Councils to achieve its strategic outcomes.

KEY ASSET MANAGEMENT ELEMENTS	OUTER METROPOLITAN	MANNINGHAM
Strategic planning	Excellence (95%)	Excellence (100%)
Annual budget	Excellence (100%)	Excellence (100%)
Annual report	Excellence (100%)	Excellence (100%)
Asset Management Policy	Excellence (100%)	Excellence (100%)
Asset Management Strategy	Excellence (100%)	Excellence (100%)
Asset Management Plans	Proficient (95%)	Excellence (100%)
Governance and management	Excellence (95%)	Excellence (100%)
Levels of service	Proficient (85%)	Excellence (100%)
Data and systems	Excellence (95%)	Excellence (97%)
Skills and processes	Excellence (95%)	Excellence (98%)
Evaluation	Proficient (90%)	Excellence (100%)

## Governance and management checklist

The following are the results in the prescribed form of Manningham Council's assessment against the prescribed governance and management checklist

GOVERNANCE AND MANAGEMENT ITEMS	ASSESSMENT
<b>Community engagement policy</b> (policy outlining Council's commitment to engaging with the community on matters of public interest)	Current policy in operation Date of operation: 31 October 2014
<b>Community engagement guidelines</b> (guidelines to assist staff to determine when and how to engage with the community)	Current guidelines in operation Date of operation: 31 October 2014
<b>Strategic Resource Plan</b> (plan under section 126 of the Act outlining the financial and non financial resources required for at least the next 4 financial years)	Plan adopted in accordance with section 126 of the Act Date of adoption: 23 June 2015
<b>Annual budget</b> (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required)	Budget adopted in accordance with section 130 of the Act Date of adoption: 23 June 2015
<b>Asset management plans</b> (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Current plans in operation Drainage plan date of operation: 31 July 2007 Roads plan date of operation: 28 August 2012 Building plan date of operation: 28 August 2012 Parks plan date of operation: 28 August 2012
<b>Rating strategy</b> (strategy setting out the rating structure of Council to levy rates and charges)	Current strategy in operation Date of operation: 26 June 2007
<b>Risk policy</b> (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Current policy in operation Date of operation: 30 September 2014
<b>Fraud policy</b> (policy outlining Council's commitment and approach to minimising the risk of fraud)	Current policy in operation Date of operation: 20 January 2015
<b>Municipal emergency management plan</b> (plan under section 20 of the <i>Emergency Management Act 1986</i> for emergency prevention, response and recovery)	Prepared and maintained in accordance with section 20 of the <i>Emergency Management Act 1986</i> Date of preparation: 15 May 2015
<b>Procurement policy</b> (policy under section 186A of the <i>Local Government Act 1989</i> outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)	Prepared and approved in accordance with section 186A of the <i>Local Government Act 1989</i> Date of approval: 24 June 2014
<b>Business continuity plan</b> (plan setting out the actions that will be taken to ensure that key services continue to operate in the event of a disaster)	Current plan in operation Date of operation: 29 April 2015
<b>Disaster recovery plan</b> (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	Current plan in operation Date of operation: 29 April 2015
<b>Risk management framework</b> (framework outlining Council's approach to managing risks to the Council's operations)	Current framework in operation Date of operation: 30 September 2014
<b>Audit Committee</b> (advisory committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements)	Committee established in accordance with section 139 of the Act Date of first establishment: 13 January 1998
<b>Internal audit</b> (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)	Internal Auditor engaged Date of engagement: 8 September 2011

## Our governance system

GOVERNANCE AND MANAGEMENT ITEMS	ASSESSMENT
<b>Performance reporting framework</b> (a set of indicators measuring financial and non financial performance, including the performance indicators referred to in section 131 of the Act)	Current framework in operation Date of operation: 29 April 2014
<b>Council Plan reporting</b> (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)	Current report Date of report: 23 June 2015
<b>Financial reporting</b> (quarterly statements to Council under section 138 of the Act comparing budgeted revenue and expenditure with actual revenue and expenditure)	Quarterly Statements presented to Council in accordance with section 138(1) of the Act Quarter 1 statement presented: 28 October 2014 Quarter 2 statement presented: 27 January 2015 Quarter 3 statement presented: 26 May 2015
<b>Risk reporting</b> (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Reports prepared and presented Date of reports: 28 November 2014 and 6 March 2015
<b>Performance reporting</b> (six monthly reports of indicators measuring results against financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)	Reports prepared and presented Date of reports: 1 November 2014 and 22 May 2015
<b>Annual report</b> (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial and performance statements)	Annual Report considered at meeting of the Council in accordance with section 134 of the Act Date considered: 28 October 2014
<b>Councillor Code of Conduct</b> (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors)	Code of Conduct reviewed in accordance with section 76C of the Act Date reviewed: 25 June 2013
<b>Delegations</b> (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)	Delegations reviewed in accordance with section 98(6) of the Act Date of review: 31 March 2015
<b>Meeting procedures</b> (a local law governing the conduct of meetings of Council and special committees)	Meeting procedures local law made in accordance with section 91(1) of the Act Date local law made: 25 November 2005

I certify that this information presents fairly the status of Council's governance and management arrangements.



Joe Carbone  
Chief Executive Officer



Cr Paul McLeish  
Mayor

Dated:

Dated:

## Statutory information

The following information is provided in accordance with legislative and other requirements applying to Council.

### DOCUMENTS AVAILABLE FOR PUBLIC INSPECTION

In accordance with Part 5 of the Local Government (General) Regulations 2004, the following is a list of the prescribed documents that are available for inspection on Council's website. Alternatively, they are available for inspection on request at the Civic Centre, 699 Doncaster Road, Doncaster, during normal office hours from 8.00 am to 5.00 pm on weekdays:

- Details of current allowances fixed for the Mayor and Councillors
- Details of senior officers' total annual remuneration for the current financial year and the previous year
- Details of overseas or interstate travel (with the exception of interstate travel by land for less than three days) undertaken in an official capacity by Councillors or any member of Council staff in the previous 12 months
- Names of Council officers who were required to submit a return of interest during the financial year and dates the returns were submitted
- Names of Councillors who submitted returns of interest during the financial year and the dates returns were submitted
- Agendas and minutes for ordinary and special meetings held in the previous 12 months except where such minutes relate to parts of meetings which have been closed to members of the public
- A list of all Special Committees established by Council and the purpose for which each committee was established
- A list of all Special Committees established by Council which were abolished or ceased to function during the financial year

- Minutes of meetings of Special Committees held in the previous 12 months, except if the minutes relate to parts of meetings that have been closed to members of the public
- Register of delegations kept
- Submissions received in accordance with Section 223 of the Act during the previous 12 months
- Agreements to establish regional libraries
- Details of all property, finance and operating leases involving land, buildings, plant, computer equipment or vehicles entered into by Council as less or lessee, including the name of the other party to the lease and the terms and the value of the lease
- Register of authorised officers
- A list of grants and donations made by Council during the financial year
- A list of the names of the organisations of which Council was a member during the financial year and details of all membership fees and other amounts and services provided during that year to each organisation by Council
- A list of contracts valued at \$150,000 or more which Council entered into during the financial year without first engaging in a competitive process.

In addition, there is other information that Council is obliged to have available for inspection. This includes:

- An operating statement, a statement of financial position and notes to the financial statements
- A copy of election campaign donation returns retained.

For more information, visit [www.manningham.vic.gov.au/public-registers-and-information](http://www.manningham.vic.gov.au/public-registers-and-information)

### BEST VALUE

In line with the *Local Government Act 1989*, Manningham Council operates under the principles of Best Value which are based around:

- Quality and cost of services
- Services being responsive to the needs of the community
- Services being accessible to those for whom they are intended
- An approach of continuous improvement for services
- Regular consultation with the community on the services provided.

The six Best Value principles are:

1. Quality and cost standards
2. Responsiveness to community needs
3. Accessibility
4. Continuous improvement
5. Community consultation
6. Reporting to the community.

Manningham has developed a multi pronged approach to capture Best Value across the organisation's activities.

The first is to plan and capture all Best Value activity internally by reporting on these in every Council and EMT Report, business case and capital works proposal presented to the Executive Management Team and the Council.

Secondly, Council's Manningham Improvements (MI) Program uses a continuous improvement methodology to investigate and improve service delivery. In 2014/2015, an evaluation of the MI program was completed and resulted in the introduction of a revised framework focusing on increased accountability, clarity, capacity building and leadership.

## Our governance system

This year ten cross organisational projects were progressed:

- Depot store review
- Statutory Planning referral process
- Parks grass cutting schedule
- Council reports
- Community events registration
- Events booking process
- Community contacts database
- Common tasks at the depot
- Shared Services high volume transactions
- First aid kits.

The third approach is by way of reporting Best Value activity to the community in the Annual Report.

### CARERS RECOGNITION

In accordance with the *Carers Recognition Act 2012* Council is required to report annually on its care measurement obligations under Section 11 of that Act.

Council has taken all practicable measures to comply with its responsibilities outlined in the *Carers Recognition Act 2012*. Council has promoted the principles of the Act to people in care relationships who receive council services; to people in care relationships, and to the wider community by:

- Distributing printed material through relevant council services
- Displaying posters at council community venues
- Distributing information to carer support groups
- Providing information to organisations represented in Council/community networks.

Council has taken all practicable measures to ensure staff, Council agents and volunteers working for Council are informed about the principles and obligations of the Act by including information on the care relationship by:

- Providing information to staff working in Home and Community Care and disability services
- Including reference to the Act in Council's updated EO Policy and provided to staff at Induction
- Providing information about the Act on the Council staff Intranet. Council has taken all practicable measures to review and modify policies, procedures and supports to include recognition of the carer relationship and has provided the following additional activities and resources to recognise the care relationship:
  - Providing respite care support – regular, occasional, and school holiday through the Manningham Activities for Special Kids (MASK) program
  - Facilitate monthly carer support groups, including the Senior Carers and Chinese Carers support groups
  - Recognising carers during National Carer Week in October 2014 at a ceremony held at the Civic Centre.

### CONTRACTS

During the year Council entered into one contract valued at \$150,000 or more without first engaging in a competitive process. This was with United Energy for 'Pole Relocation King Street Templestowe Stage 1' for the value of \$398,200 including GST.

### DISABILITY ACTION PLAN

In accordance with Section 38 of the *Disability Act 2006* as Council has prepared a Disability Action Plan it must report on its implementation in its Annual Report.

In 2014/2015, Council implemented the following actions from its Disability Action Plan:

- Employ Outside the Box Eastern Metropolitan Region Forum engaged 170 local employers and representatives from

government, not for profit, business and industry, education and training, and disability employment service provider sectors on the business case for employing people with disabilities

- Investigated options and purchased a portable lift to provide wheelchair access to the Manningham Civic Centre function room stage for all events
- Supported Manningham YMCA Youth Services to deliver programs for young people with disabilities including the successful lab program and newly launched community kitchen
- As part of the MetroAccess program, 750 people participated in nine professional development events. This included education for disability and community service providers on inclusive approaches to service delivery, workshops for people with disabilities and families on how to build inclusive lives, and National Disability Insurance Scheme (NDIS) preparation training for service providers and people living with a disability
- 124 people participated in Launch Pad to Inclusion an event to highlight International Day of People with Disability and launch a week of 12 activities led in partnership with disability, community and sporting providers across Manningham
- Access and Equity Advisory Committee conducted bi-monthly meetings. It provides advice to Council on local issues, service delivery and planning for improved access, equity and inclusion within Council and the wider community
- Development and launch of a new corporate website to improve accessibility in accordance with the W3C Web Content Accessibility Guidelines.

#### MUNICIPAL PUBLIC HEALTH PLAN

In accordance with the *Public Health and Wellbeing Act 2008* Council has prepared a Municipal Public Health Plan (Healthy City Plan 2014 – 2017) which outlines our legislative responsibilities in preparing, implementing and evaluating this plan every four years.

In 2014/2015 Council implemented the following initiatives from the Healthy City Plan 2014 – 2017:

- The Live Well in Bulleen Community Strengthening Project to improve service access and delivery of programs and services, including:
  - » Development of a research paper including consultation with over 700 community members and funding of a project worker
  - » Project funding of \$322,828 by Council and the project partners to commence new community development projects in Bulleen and strengthen community partnerships
- Providing opportunities to have a positive influence on people's mental wellbeing by reviewing and implementing the Mental Health Action Plan in July 2014
- Delivery of health promotion activities in partnership with community organisations that encourage Manningham residents to pursue healthier lifestyles and address risk factors impacting on their wellbeing including men's health programs, Biggest Winner workshops, Pop up Parks and workshops in schools
- Inner East Melbourne Medicare Local provided \$19,800 of funding to deliver a school based health and wellbeing programs in two schools in the Bulleen area, including:
  - » A health information session targeting children and families
  - » A capacity building forum for preschools and schools in Manningham
  - » A Bush Kinder Program encouraging nature play for children
- Held a highly successful White Ribbon Day Event targeting Faith Leaders and Cultural Groups and the signing of a Community Statement against Family Violence
- Addressed rising youth binge drinking issues through delivery of youth binge drinking sessions to schools and sporting clubs in Manningham.

## Our governance system

## DOMESTIC ANIMAL MANAGEMENT PLAN

In accordance with the *Domestic Animals Act 1994* Council is required to prepare a Domestic Animal Management Plan at four yearly intervals and evaluate its implementation in the Annual Report. Council adopted the Domestic Animal Management Plan 2014 – 2017 in 2013. It will be reviewed in the 2015/2016 financial year.

INDICATOR/MEASURE	TARGET	2014/2015	2013/2014	COMMENTS
<b>Dog registration rate</b> Expected number of dogs entered on system	2,067	1,704	1,676	1.7 per cent increase on 2013/2014 figures
<b>Cat registration rate</b> Expected number of cats entered on system	785	753	732	2.8 per cent increase on 2013/2014 figures
<b>Complaints management</b> Ensure animal management complaints are dealt with effectively and efficiently	95%	97%	96%	In 2014/2015, 726 animal management complaints were received with 705 completed on time
<b>Dog Attacks</b> Ensure all dog attacks are successfully prosecuted	100%	100%	N/A	There has been a slight increase in dog attacks; 110 in 2014/2015, compared to 92 the previous year. Of the 110, 28 have/will be prosecuted. Currently 16 are awaiting court action, while 12 have been successfully prosecuted in Court.
<b>Declared Dog Compliance Rates</b> Inspect all declared dogs and ensure compliance	100%	100%	100%	All declared dogs on database inspected by Council Rangers to ensure compliance
<b>Domestic Animal Business Compliance Rates</b> Inspect all domestic animal businesses and ensure compliance with the Code of Practice	100%	100%	100%	All domestic animal business registered with Council inspected to ensure compliance
<b>Dog Euthanasia Rate</b> Ensure euthanasia rates for dogs are kept to a minimum	Less than 5%	12/273 = 3%	8/365 = 2%	Out of 373 dogs impounded 12 were euthanised. This was mainly due to behavioural issues
<b>Dog Rehousing/Reclaim Rate</b> Ensure the reclaim and rehousing rate for dogs is maximised	Greater than 90%	332/373 = 89%	354/365 = 97%	More than 83 per cent of dogs were reclaimed, with approximately six per cent rehoused through the Blue Cross
<b>Cat Euthanasia Rate</b> Ensure euthanasia rates for cats are kept to a minimum	Less than 35%	46/162 = 28%	34/121 = 28%	A very low number of cats were euthanised due to an ongoing rehousing commitment with the Blue Cross
<b>Cat Rehousing/Reclaim Rate</b> Ensure the reclaim and rehousing rate for cats is maximised	Greater than 65%	106/162 = 65%	83/121 = 68%	More than 54 per cent of cats were rehouse through the Blue Cross and Maneki Neko, while 12 per cent were reclaimed



#### FOOD ACT MINISTERIAL DIRECTIONS

In accordance with section 7E of the *Food Act 1984* Council is required to publish a summary of any ministerial directions received during the financial year in its Annual Report.

Council did not receive ministerial directions during the 2014/2015 year.

#### FREEDOM OF INFORMATION

The *Freedom of Information Act 1982* gives the community a right to access certain Council documents. Freedom of Information requests must be made in writing and be accompanied by an application fee. Under legislation Council must decide if the information will be provided (in whole or in part) or whether access will be denied, within 45 days. All enquiries relating to accessing documents under Freedom of Information should be direct to Council's Freedom of Information Officer on 9840 9333.

In 2014/2015, Council received and processed 16 Freedom of Information applications.

For more information, visit [www.manningham.vic.gov.au/legislation](http://www.manningham.vic.gov.au/legislation)

#### INFORMATION PRIVACY

Council is committed to protecting the personal privacy of residents and ratepayers. Council will only collect, use or disclose personal information where it is necessary to perform Council functions or where required by law. Council is committed to full compliance with its obligations under the *Information Privacy Act 2000* and the *Health Records Act 2001*.

- *Information Privacy Act 2000* – no complaints were received during 2014/2015
- *Health Records Act 2001* – no complaints were received during 2014/2015.

For more information, visit [www.manningham.vic.gov.au/legislation](http://www.manningham.vic.gov.au/legislation)

#### LOCAL LAWS

Council adopted Manningham's Community Local Law on 30 April 2013. The Community Local Law replaces Manningham's General, Public Health and Doncaster Hill Local Laws. The preparation, content and format of the Local Law is in accordance with the Ministerial Guidelines. A Community Impact Statement was developed to inform and consult the community about the Local Law. The Community Local Law complies with National Competition Policy requirements and is compatible and consistent with the Victorian Charter of Human Rights.

For more information, visit [www.manningham.vic.gov.au/community-local-law](http://www.manningham.vic.gov.au/community-local-law)

#### PROTECTED DISCLOSURE PROCEDURES

The *Protected Disclosure Act 2012* became law in Victoria in February 2013. The purpose of the Act and procedure is to encourage and facilitate the disclosure of any improper conduct by Councillors or Council officers and to protect people making disclosures from any reprisals that may occur as a result of their actions.

Council has adopted a Protected Disclosure Procedure to supplement the provisions of the Act and to facilitate the disclosure of any improper conduct by Councillors and Council officers. The role of Council's Protected Disclosure Co-ordinator is to receive and consider all disclosures about improper conduct and detrimental action as defined by the Act.

A copy of the Protected Disclosure Procedure is available on Council's website.

In 2014/2015, there have been no disclosures referred by Council to the Independent Broad-based Anti-corruption Commission (IBAC).

For more information, visit [www.manningham.vic.gov.au/legislation](http://www.manningham.vic.gov.au/legislation)

### Our governance system

#### ROAD MANAGEMENT ACT – MINISTERIAL DIRECTIONS

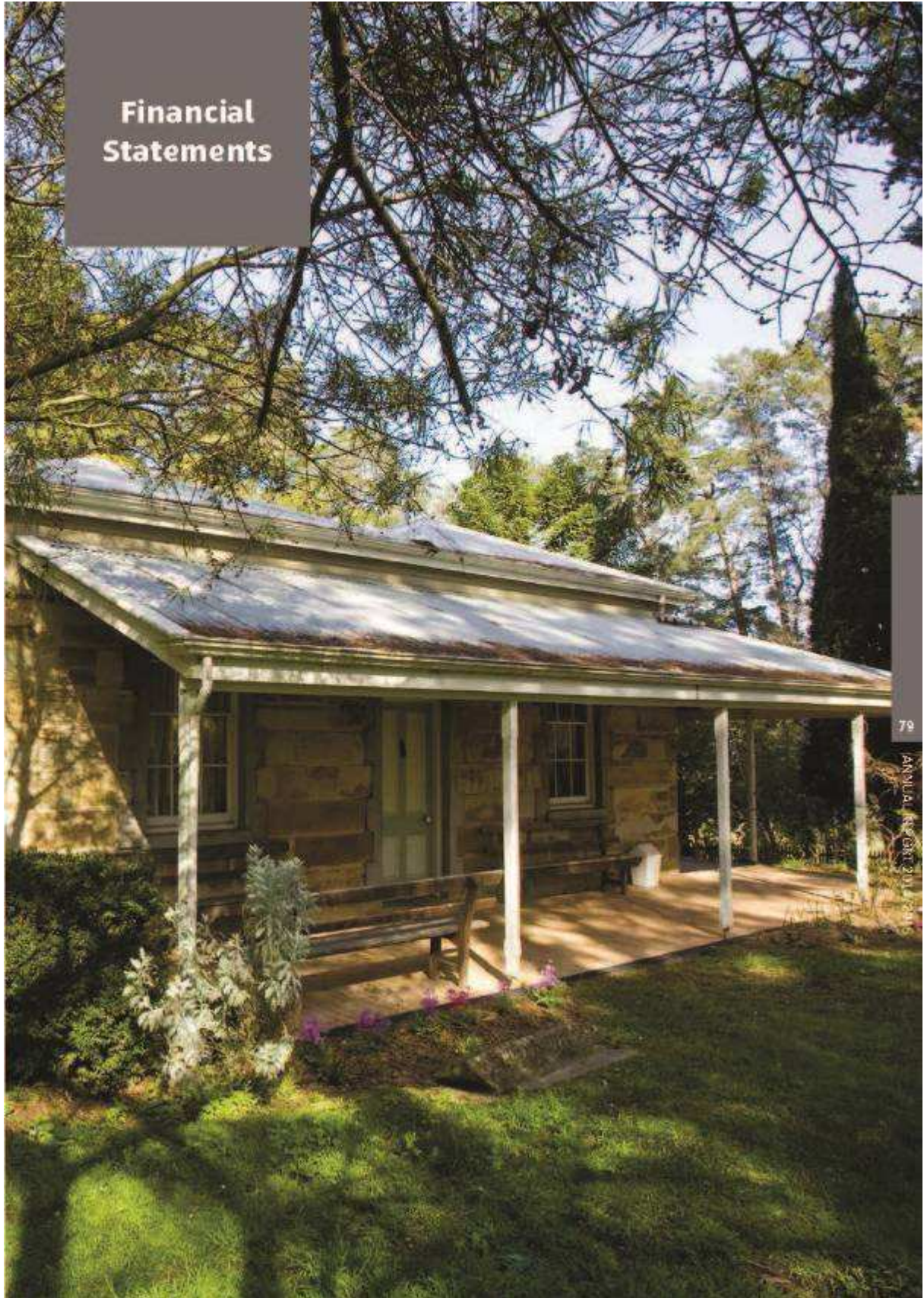
In accordance with Section 22 of the *Road Management Act 2004* Council must publish a copy or summary of any ministerial directions in its Annual Report.

Council did not receive ministerial directions during the 2014/2015 financial year.

#### VICTORIAN LOCAL GOVERNMENT INDICATORS

The State Government requires all Victorian Councils to measure and report annually against 11 Victorian Local Government Indicators (VLGIs). These indicators provide information regarding expenditure, cost of services and infrastructure provision, customer satisfaction and governance. The table to the right presents VLG results for 2014/2015.

INDICATOR/MEASURE	2014/2015	2013/2014
<b>All Rates</b> Average rates and charges per assessment	\$1,876	\$1,803
<b>Residential Rates</b> Average residential rates and charges per assessment	\$1,826	\$1,756
<b>Debts</b> Average liabilities per assessment	\$644	\$632
<b>Operating Results</b> Operating results per assessment	\$305	\$285
<b>Operating Costs</b> Average operating expenditure per assessment	\$2,282	\$2,184
<b>Overall Performance</b> Community satisfaction rating for overall performance generally of Council	Index mean 68	Index mean 66
<b>Capital Expenditure</b> Capital expenditure per assessment	\$628	\$604
<b>Renewal</b> Infrastructure renewal	67%	68%
<b>Renewal and maintenance</b> Infrastructure renewal and maintenance	81%	81%
<b>Advocacy/Lobbying</b> Community satisfaction rating for Council's advocacy and community representation on key local issues	Index mean 58	Index mean 61
<b>Community Engagement</b> Community satisfaction rating for Council's engagement in decision making on key local issues	Index mean 58	Index mean 60



## Financial Statements

## Financial statements

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**Comprehensive Income Statement**  
For the Year Ended 30 June 2015

	Note	2015 \$'000	2014 \$'000
<b>Income</b>			
Rates and charges	3	75,142	71,256
Waste charges	3	12,149	12,070
Statutory fees and fines	4	1,665	1,740
User fees and charges	5	10,272	9,725
Contributions - cash	6	2,064	1,519
Contributions - non-monetary	6	1,618	3,034
Grants - operating (recurrent)	7	11,900	9,364
Grants - operating (non-recurrent)	7	236	71
Grants - capital (recurrent)	7	1,137	780
Grants - capital (non-recurrent)	7	1,304	1,524
Interest income	8	1,787	1,619
Other income	8	750	1,293
Share of gain from investment in associate	9	153	263
<b>Total income</b>		<b>120,207</b>	<b>114,258</b>
<b>Expenses</b>			
Employee costs	10	45,948	43,730
Materials, services and contracts	11	19,951	19,632
Net loss on disposal of property, plant and equipment, infrastructure, and other fixed assets	12	2,330	164
Depreciation and amortisation	13	19,754	19,507
Borrowing costs	14	294	240
Community grants	15	5,137	5,228
Utilities	15	2,538	2,709
Other expenses	15	10,069	9,851
<b>Total expenses</b>		<b>106,045</b>	<b>101,061</b>
<b>Surplus(deficit) for the year</b>		<b>14,162</b>	<b>13,197</b>
<b>Other comprehensive income</b>			
Net asset revaluation increment/(decrement)	27(a)	180,582	75,512
<b>Total comprehensive result</b>		<b>194,744</b>	<b>88,709</b>

The above comprehensive income statement should be read in conjunction with the accompanying notes.

## Financial Statements

## Balance Sheet

As at 30 June 2015

	Note	2015 \$'000	2014 \$'000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	16	48,821	42,517
Trade and other receivables	17	7,706	6,208
Other assets	18	963	1,163
<b>Total current assets</b>		<b>57,490</b>	<b>49,888</b>
<b>Non-current assets</b>			
Trade and other receivables	17	31	31
Financial assets	19	169	163
Investment in associate	9	1,992	1,839
Property, plant and equipment, infrastructure, and other fixed assets	20	1,774,798	1,596,014
Intangible assets	21	1,617	1,808
<b>Total non-current assets</b>		<b>1,778,607</b>	<b>1,599,855</b>
<b>Total assets</b>		<b>1,836,087</b>	<b>1,639,743</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	22	9,702	9,909
Trust funds and deposits	23	6,103	5,173
Provisions	24	11,442	10,562
Income received in advance	25	683	573
<b>Total current liabilities</b>		<b>27,890</b>	<b>26,217</b>
<b>Non-current liabilities</b>			
Provisions	24	841	904
Interest-bearing loans and borrowings	26	7,279	7,278
<b>Total non-current liabilities</b>		<b>8,120</b>	<b>8,183</b>
<b>Total liabilities</b>		<b>36,010</b>	<b>34,400</b>
<b>Net Assets</b>		<b>1,800,067</b>	<b>1,605,343</b>
<b>Equity</b>			
Accumulated surplus		615,922	602,090
Asset revaluation reserves	27(a)	1,180,397	999,868
Other reserves	27(b)	3,788	3,385
<b>Total Equity</b>		<b>1,800,067</b>	<b>1,605,343</b>

The above balance sheet should be read in conjunction with the accompanying notes.

**Statement of Changes in Equity**  
For the Year Ended 30 June 2015

2015	Note	Accumulated surplus \$'000	Asset revaluation reserves \$'000	Other reserves \$'000	Total \$'000
Balance at beginning of the financial year		602,090	999,868	3,385	1,605,343
Surplus for the year		14,182	-	-	14,182
Net asset revaluation increment/(decrement)	27(a)	53	180,529	-	180,582
Transfers from other reserves	27(b)	1,691	-	(1,691)	-
Transfers to other reserves	27(b)	(2,074)	-	2,074	-
<b>Balance at end of the financial year</b>		<b>615,922</b>	<b>1,180,397</b>	<b>3,768</b>	<b>1,800,087</b>
Change in equity for the financial year		13,832	180,529	383	194,744

2014	Note	Accumulated surplus \$'000	Asset revaluation reserves \$'000	Other reserves \$'000	Total \$'000
Balance at beginning of the financial year		588,196	925,680	2,838	1,516,634
Surplus for the year		13,197	-	-	13,197
Net asset revaluation increment/(decrement)	27(a)	1,304	74,208	-	75,512
Transfers from other reserves	27(b)	614	-	(614)	-
Transfers to other reserves	27(b)	(1,161)	-	1,161	-
<b>Balance at end of the financial year</b>		<b>602,090</b>	<b>999,868</b>	<b>3,385</b>	<b>1,605,343</b>
Change in equity for the financial year		13,954	74,208	547	88,709

The above statement of changes in equity should be read in conjunction with the accompanying notes.

## Financial Statements

Statement of Cash Flows  
For the Year Ended 30 June 2015

	Note	2015 \$'000	2014 \$'000
<b>Cash flows from operating activities</b>			
Rates and charges		87,138	82,491
User charges, fees and fines		11,379	11,927
Grants - operating		12,136	9,774
Grants - capital		2,174	2,304
Contributions		2,239	1,519
Interest		1,821	1,633
Other receipts		532	1,310
GST on receipts		899	1,012
Payments to suppliers		(37,305)	(37,675)
GST on payments to suppliers		(3,638)	(3,661)
Payments to employees		(45,960)	(43,279)
Defined benefits unfunded super liability payment		-	(7,905)
Net GST refund		2,727	2,558
<b>Net cash provided by/(used in) operating activities</b>	28	<b>34,122</b>	<b>22,007</b>
<b>Cash flows from investing activities</b>			
Payments for property, plant and equipment, infrastructure, and other fixed assets		(29,181)	(27,925)
Proceeds from disposal of property, plant and equipment, infrastructure, and other fixed assets		439	2,428
Net increase (decrease) in trust funds and deposits		924	345
<b>Net cash provided by/(used in) investing activities</b>		<b>(27,818)</b>	<b>(25,154)</b>
<b>Cash flows from financing activities</b>			
Proceeds from borrowings		-	7,900
Repayment of borrowings		-	(621)
<b>Net cash provided by/(used in) financing activities</b>		<b>-</b>	<b>7,279</b>
Net increase (decrease) in cash and cash equivalents		6,304	4,132
Cash and cash equivalents at the beginning of the financial year		42,517	38,385
<b>Cash and cash equivalents at the end of the financial year</b>	16	<b>48,821</b>	<b>42,517</b>
Financing arrangements	30		
Restricted on cash assets	16		

The above statement of cash flows should be read with the accompanying notes.



**Statement of Capital Works**  
For the Year Ended 30 June 2015

	Note	2015 \$'000	2014 \$'000
<b>Property</b>			
Land		835	338
Buildings		6,973	10,047
<b>Total property</b>		<b>9,808</b>	<b>10,385</b>
<b>Plant, machinery and other assets</b>			
Plant, machinery and equipment		1,494	1,502
Fixtures, fittings and furniture		108	82
Computers and telecommunications		98	241
Artworks		3	16
<b>Total plant, machinery and other assets</b>		<b>1,703</b>	<b>1,844</b>
<b>Infrastructure</b>			
Roads		6,653	6,151
Bridges		216	1,465
Footpaths and cycleways		2,780	1,497
Off street car parks		390	237
Drainage		3,924	3,272
Recreational, leisure and community facilities		1,496	760
Parks, open space and streetscapes		1,372	1,723
<b>Total infrastructure</b>		<b>17,131</b>	<b>15,105</b>
<b>Intangible assets</b>			
Software		539	591
<b>Total intangible assets</b>		<b>539</b>	<b>591</b>
<b>Total capital works expenditure</b>		<b>29,181</b>	<b>27,925</b>
<b>Represented by:</b>			
New asset expenditure		9,735	8,204
Asset renewal expenditure		13,701	13,614
Asset expansion expenditure		2,578	2,472
Asset upgrade expenditure		3,167	3,635
<b>Total capital works expenditure</b>		<b>29,181</b>	<b>27,925</b>

The above statement of capital works should be read with the accompanying notes.

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015

## Introduction

- (a) The City of Manningham was established by an Order of the Governor in Council on 15 December 1994 and is a body corporate. The Council's main office is located at 699 Doncaster Road, Doncaster, Victoria.
- (b) The purpose of the Council is to:
- provide for the peace, order, and good government of the municipal district;
  - promote the social, economic and environmental viability, and sustainability of the municipal district;
  - ensure that resources are used efficiently and effectively and services are provided in accordance with the Best Value Principles to best meet the needs of the local community;
  - improve the overall quality of life of people in the local community;
  - promote appropriate business and employment opportunities;
  - ensure that services and facilities provided by the Council are accessible and equitable;
  - ensure the equitable imposition of rates and charges; and
  - ensure transparency and accountability in Council decision making.
- (c) Other Disclosures:  
External Auditor - Auditor-General of Victoria  
Internal Auditor - Crowe Horwath  
Solicitors - Maddocks  
Bankers - Commonwealth Bank of Australia  
Website address - [www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)
- (d) General Purpose Financial Report  
These financial statements are a general purpose financial report that consists of Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989, and the Local Government (Planning and Reporting) Regulations 2014.

## Note 1 Significant accounting policies

## (a) Basis of accounting

This financial report has been prepared on the accrual and going concern basis.

This financial report has been prepared under the historical cost convention, except where specifically stated in notes 1(i), 1(x), and 1(u).

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

## (b) Changes of accounting policies

There have been no changes in accounting policies from the previous period.

## (c) Revenue recognition

## Rates, grants, and contributions

Rates, grants, and contributions (including developer contributions) are recognised as revenues when the Council obtains control over the assets comprising these receipts.

Control over assets acquired from rates is obtained at the commencement of the rating year as it is an enforceable debt linked to the rateable property or, where earlier, upon receipt of the rates.

A provision for doubtful debts on rates has not been established as unpaid rates represents a charge against the rateable property that will be recovered when the property is next sold.

## Note 1 Significant accounting policies (cont.)

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

(c) **Revenue recognition (cont.)**

Control over granted assets is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

Income is recognised when the Council obtains control of the contribution, or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Council, and the amount of the contribution can be measured reliably.

Where grants recognised as revenue during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant is disclosed in note 6. The note also discloses the amount of unused grant from prior years that was expended on Council's operations during the current year.

Grants recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date, are disclosed in note 7.

*User fees and fines*

User fees and fines (including parking fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

A provision for doubtful debts is recognised when collection in full is no longer probable.

*Sale of property, plant and equipment and infrastructure*

The profit or loss on disposal of an asset is determined when control of the asset has irrevocably passed to the buyer.

*Rents*

Rents are recognised as revenue when the payment is due or the payment is received, whichever first occurs. Rental payments received in advance are recognised as a prepayment until they are due.

*Interest*

Interest is recognised progressively as it is earned.

*Other income*

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

(d) **Fair Value Measurement**

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction in the principal (or most advantageous) market at the measurement date under current market conditions. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique. Also, AASB 13 includes extensive disclosure requirements.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015**Note 1 Significant accounting policies (cont.)****(e) Depreciation and amortisation of non-current assets**

Buildings, plant and equipment, infrastructure, intangible assets, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Artworks are not depreciated.

Straight line depreciation is charged based on the residual useful life as determined each year.

Major depreciation periods used are listed below and are consistent with the prior year unless otherwise stated:

**Asset class****Property**

Land	Infinite life
Land under roads	Infinite life
Buildings	75 - 100 years
Buildings on leased land	Term of lease or 75 yrs

**Plant, machinery and other assets**

Plant, machinery and equipment	5 - 25 years
Furniture, fittings and furniture	4 - 20 years
Computers and telecommunications	4 - 10 years
Artworks	Infinite life

**Infrastructure**

Road - pavement	25 years
Road - sub-pavement	100 years
Bridges	60 - 100 years
Footpaths and cycleways	60 - 100 years
Carparks	60 - 100 years
Drainage	100 years
Recreational, leisure and community facilities	20 years
Parks, open space and streetscapes	20 years
Waste garbage bins	15 years

**Intangible assets**

Software	5 years
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**(f) Repairs and maintenance**

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

**(g) Borrowing costs**

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. Except where specific borrowings are obtained for the purpose of specific asset acquisition, the weighted average interest rate applicable to borrowings at balance date, excluding borrowings associated with superannuation, is used to determine the borrowing costs to be capitalised.

Borrowing costs include interest on bank overdrafts, interest on borrowings, and finance lease charges.

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

**Note 1 Significant accounting policies (cont.)**

**(h) Recognition and measurement of assets**

**Acquisition**

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, and an appropriate share of directly attributable variable and fixed overheads.

The following classes of assets have been recognised in note 20. In accordance with Council's policy, the threshold limits detailed below have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year:

<b>Class of asset</b>	<b>Threshold limit \$'000</b>
<b>Property</b>	
Land	0
Land under Roads	0
Buildings	5
<b>Plant, machinery and other assets</b>	
Plant, machinery and equipment	1
Fixtures, fittings and furniture	1
Computers and telecommunications	1
Artworks	1
<b>Infrastructure</b>	
Roads	10
Bridges	10
Footpaths and cycleways	10
Off street car parks	10
Other infrastructure	10
Drainage	10
Recreational, leisure and community facilities	10
Parks, open space and streetscapes	10
Waste garbage bins	10
<b>Intangible assets</b>	
Software	1

**Revaluation**

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment are measured at their fair value. Council reviewed the carrying value of the individual classes of non-current physical assets at balance date to ensure that each asset class materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date the class of asset was revalued to fair value. Fair value being either the amount for which the assets could be exchanged between knowledgeable willing parties in an arms length transaction where available markets exist, or otherwise at their current replacement cost less accumulated depreciation.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 20, Property, plant and equipment, infrastructure and other fixed assets.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 1 to 3 years. The valuation is performed either by experienced Council officers or independent experts.

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015**Note 1 Significant accounting policies (cont.)****(h) Recognition and measurement of assets (cont.)**

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

**Land under roads**

Land under roads acquired after 30 June 2008 is brought to account at cost adjusted for englobo characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. Council does not recognise land under roads that it controlled prior to that period in its financial report.

**Impairment of assets**

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Value in use is the depreciated replacement cost. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

**(i) Cash and cash equivalents**

For the purposes of the Statement of Cash Flows, cash and cash equivalents include cash on hand, deposits at call and other highly liquid investments with maturities of three months or less from the date of acquisition, net of outstanding bank overdrafts.

Council invests funds in accordance with the power of investment under section 143 of the Local Government Act 1989.

**(j) Financial assets**

Financial investments held to maturity are measured at amortised cost.

Financial assets classified as available-for-sale are reflected at their fair value. Unrealised losses and gains arising from changes in fair value are taken directly to equity. The Council assesses at each balance date whether there is objective evidence that a financial asset is impaired. A significant or prolonged decline in the fair value of a security below its cost is considered as an indicator that the securities are impaired. If any such evidence exists for available-for-sale financial assets, the cumulative loss is removed from equity and recognised as an expenditure in the Comprehensive Income Statement.

**(k) Investment in associate**

Council's investment in an associate is accounted for by the equity method as the Council has the ability to influence rather than control the operations of the entity. The investment is initially recorded at the cost of acquisition and adjusted thereafter for post-acquisition changes in the Council's share of the net assets of the entity. The Council's share of the financial result of the entity is recognised in the Comprehensive Income Statement.

**(l) Trust funds and deposits**

Amounts received as trust deposits and retention amounts controlled by Council are recognised as trust funds until they are returned or forfeited (refer to note 23).

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

**Note 1 Significant accounting policies (cont.)**

**(m) Employee costs**

The calculations of employee costs includes all relevant oncosts and are calculated as follows at reporting date:

**Wages and salaries**

Liabilities for wages and salaries and rostered days off are recognised and measured as the amount unpaid at balance date. Council includes appropriate oncost such as workers' compensation and payroll costs.

**Annual leave**

Annual leave entitlements are accrued on a pro-rata basis in respect of services provided by employees up to balance date and are measured at the amount expected to be paid, including superannuation and annual leave loading, when the accrued obligation is settled. All annual leave entitlements are classified as current liabilities. Annual leave entitlements that are expected to be settled within 12 months of balance date, based on past experience of payments, are classified as a short term liability and measured at nominal value. Annual leave entitlements that are expected to be settled later than 12 months after balance date are classified as a long term current liability and measured at the present value of the estimated future cash outflows. Council uses Commonwealth bond rates for discounting future cash flows.

**Long service leave**

Long service leave entitlements are assessed at balance date having regard to expected employee remuneration rates on settlement, superannuation payable on the entitlement, and other factors including accumulated years of employment and experience of employee departure per year of service. Unconditional long service leave entitlements are classified as current liabilities. Long service leave entitlements classified as current liabilities that are expected to be settled within 12 months of balance date, based on past experience of payments, are classified as a short term liability and measured at nominal value. Long service leave entitlements classified as current liabilities that are expected to be settled later than 12 months after balance date are classified as a long term current liability and are measured at the present value of the estimated future cash outflows. Long service leave accruals for employees with less than 7 years service are classified as a non-current liability and are valued at the present value of expected future cash flows. Council uses Commonwealth bond rates for discounting future cash flows.

**Termination benefits**

Termination benefits are payable when employment is terminated before the normal retirement date, or when an employee accepts voluntary redundancy in exchange for these benefits. The council recognises termination benefits when it is demonstrably committed to either terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after balance sheet date are discounted to present value.

**Employee benefits on-costs**

Employee benefits on-costs (workers compensation, superannuation, annual leave and long service leave accrued while on (LSL)) are recognised separately from provision for employee benefits.

**Superannuation**

The superannuation expense for the reporting year is the amount of the statutory contribution made to the superannuation plans which provide benefits to employees, including past employees who are members of a defined benefits scheme, together with any movements in Council's liabilities arising from re-measurement of the superannuation fund's obligations for defined benefit scheme members. Details of these arrangements are recorded in note 10 and 33.

**(n) Leases**

**Operating leases**

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015**Note 1 Significant accounting policies (cont.)****(o) Allocation between current and non-current****Liabilities**

A liability is classified as a current liability if it is expected, or due, to be settled in the entity's normal 12 month operating cycle, or it is held primarily for the purpose of being traded, or the Council does not have an unconditional right to defer settlement of the liability for at least twelve months after the reporting date. All other liabilities are classified as non-current liabilities.

**Assets**

An asset is classified as a current asset if it is expected to be realised in, or is intended for sale or consumption in, the entity's normal 12 month operating cycle, or held primarily for the purpose of trading or is a cash or a cash equivalent (as defined in AASB 107 Cash Flow Statements) that is restricted from being exchanged or used to settle a liability for at least twelve months after the reporting date. All other assets are classified as non-current.

**(p) Agreements equally proportionately unperformed**

The Council does not recognise assets and liabilities arising from agreements that are equally proportionately unperformed. Such agreements are recognised on an 'as incurred' basis.

**(q) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an expense. Receivables and payables are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a net basis. The GST on receipts, GST on payments and the net GST recoverable from, or payable to, the ATO are disclosed separately.

**(r) Rounding**

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars.

**(s) Website costs**

Costs in relation to websites are charged as an expense in the period in which they were incurred.

**(t) Non-current assets held for sale**

A non-current asset held for sale is measured at the lower of its carrying amount and fair value less costs to sell and are not subject to depreciation and treated as current. For a non-current asset to be classified as held for sale, the asset must be available for immediate sale in its present condition subject only to terms that are usual and customary for sales of such assets and its sale must be highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.

**(u) Contingent assets and contingent liabilities**

Contingent assets and contingent liabilities are not recognised in the Balance Sheet but are disclosed by way of a note and, if quantifiable, are measured at nominal value.

**(v) Trade and other receivables**

Receivables are carried at amortised cost using the effective interest rate method. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.



**Note 1 Significant accounting policies (cont.)**

**(#) Financial guarantees**

Financial guarantee contracts are recognised as a liability at the time the guarantee is issued. The liability is initially measured at fair value, and if there is material increase in the likelihood that the guarantee may have to be exercised, at the higher of the amount determined in accordance with AASB 137 Provisions, Contingent Liabilities and Contingent Assets and the amount initially recognised less cumulative amortisation, where appropriate. In the determination of fair value, consideration is given to factors including the probability of default by the guaranteed party and the likely loss to Council in the event of default.

**(x) Pending accounting standards**

Certain new AAS's have been issued that are not mandatory for the 30 June 2015 reporting period. Council has assessed these pending standards and has identified that no material impact will flow from the application of these standards in future reporting periods.

## Financial Statements

**Note 2 Budget comparison**

The budget comparison notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold based on 10% variation to budget or 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.

The budget figures detailed below are those adopted by Council on 24 June 2014. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for revenue and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

**a) Income and expenditure**

	Budget 2015 \$'000	Actual 2015 \$'000	Variance 2015 \$'000	Ref
<b>Income</b>				
Rates and charges	75,095	75,149	107	
Waste charges	12,152	12,149	(3)	
Statutory fees and fines	1,720	1,665	(55)	
User fees and charges	9,631	10,272	641	1
Contributions - cash	1,145	2,094	949	2
Contributions - non-monetary	464	1,618	1,154	3
Grants - operating (recurrent)	10,266	11,900	1,634	4
Grants - operating (non-recurrent)	77	236	159	5
Grants - capital (recurrent)	1,258	1,137	(121)	6
Grants - capital (non-recurrent)	1,148	1,304	156	7
Interest income	1,542	1,787	245	8
Other income	851	750	(101)	
Share of gain from investment in associate	-	153	153	
<b>Total income</b>	<b>115,289</b>	<b>120,207</b>	<b>4,918</b>	
<b>Expenses</b>				
Employee costs	46,050	45,948	102	
Materials, services and contracts	20,474	19,951	523	
Net loss on disposal of property, plant and equipment, infrastructure, and other fixed assets	(272)	2,330	(2,602)	9
Depreciation and amortisation	19,410	19,754	(344)	
Borrowing costs	275	294	(19)	
Community grants	5,176	5,137	39	
Utilities	2,799	2,538	261	10
Other expenses	9,223	10,093	(870)	11
<b>Total expenses</b>	<b>103,135</b>	<b>106,045</b>	<b>(2,910)</b>	
<b>Surplus(deficit) for the year</b>	<b>12,154</b>	<b>14,162</b>	<b>2,008</b>	
<b>Other comprehensive income</b>				
Net asset revaluation increment/(decrement)	23,659	180,582	156,923	12
<b>Total comprehensive result</b>	<b>35,813</b>	<b>194,744</b>	<b>158,931</b>	

variances in brackets = unfavourable

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

**Note 2 Budget comparison (cont.)**

**a) Income and expenditure (cont.)**

**Explanation of material variations**

Ref.	Item	Explanation
1	User fees and charges	Outcome: Greater than budget \$641,000 or 6.7 % During 2014/15 Council received a \$367,000 refund of carbon tax it had paid in relation to the Kerb side waste collection service. These funds will be returned to ratepayers through reduced waste service charges in 2015/16. An increase in statutory planning applications generated an additional \$200,000 revenue and higher recovery of expenses from tenants contributed \$98,000 of the increase.
2	Contributions - cash	Outcome: Greater than budget \$948,000 or 82.9 % The level of cash received from developers for open space and development contributions was \$630,000 greater than budget. These funds are placed into a reserve and used to fund future capital works projects as part of the capital works program.
3	Contributions - non-monetary	Outcome: Greater than budget \$1,154,000 or 248.7 % The level of assets contributed to Council was \$1.15 million greater than budget. This represents land, infrastructure and land under roads transferred to council ownership by developers.
4	Grants - operating (recurrent)	Outcome: Greater than budget \$1,634,000 or 15.9 % Late in June 2015, the Federal Government announced that it would pay two quarters of the estimated 2015/16 Financial Assistance Grants allocation during 2014/15. Therefore Victoria Grants Commission payments was \$1.21 million higher than budget. In addition, Council received increased aged care funding of \$295,000 and \$144,000 for family and children services.
5	Grants - operating (non-recurrent)	Outcome: Greater than budget \$159,000 or 206.5 % During the year Council received unbudgeted grants for provision of services in the community.
6	Grants - capital (recurrent)	Outcome: Less than budget \$121,000 or 9.6 % A Federal Government Roads to Recovery grant of \$502,000 was budgeted to be received in 2014/15 and is now forecast to be received in 2015/16. Late in June 2015, the Federal Government announced that it would pay two quarters of the estimated 2015/16 Financial Assistance Grants allocation during 2015/16. Therefore the capital grant component of the Victoria Grants Commission payments was \$378,000 higher than budget.
7	Grants - capital (non-recurrent)	Outcome: Greater than budget \$156,000 or 13.6 % A capital grant of \$317,500 was received in advance for works at the Bolin Bolin Wetlands which are due to be completed in 2015/16. During 2014/15 Council was successful in receiving additional net capital grants totaling \$339,000. Delays in construction at the Aquasana Leisure Centre redevelopment resulted in a \$500,000 grant budgeted to be received in 2014/15 is now forecast to be received in 2015/16.
8	Interest income	Outcome: Greater than budget \$245,000 or 15.9 % Interest on investments was greater than budget due to increased cash holdings which chiefly resulted from grants received in advance \$2.23 million, increased cash developer contributions \$0.93 million and capital works carried forward from 2014/15 to 2015/16 of \$5.15 million.
9	Net loss on disposal of property, plant and equipment, infrastructure, and other fixed assets	Outcome: Less than budget \$2,602,000 or 956.6 % The replacement of existing assets as part of the 2014/15 capital works program resulted in a write-down on infrastructure assets of \$2.53 million.
10	Utilities	Outcome: Less than budget \$261,000 or 9.3 % Renegotiated electricity contracts at lower rates together with the installation of energy efficient street lighting globes and the upgrade of lights at Council facilities were the main contributors to the savings in utility costs.
11	Other expenses	Outcome: Greater than budget \$970,000 or 9.4 % Expenditure of \$1.51 million funded through the capital works program has been classified as non capital and transferred to operating expenditure. Operating costs were less than budget and include savings in insurance premiums \$222,000, software licences \$170,000 and catering expenses associated with the Function Centre \$205,000.
12	Revaluation	Outcome: Greater than budget \$166,923,000 or 663.3 % The 2014/15 revaluation of property, infrastructure and other fixed assets resulted in an increase in asset values by \$180.58 million. Land assets increased in value by \$181.57 million or 20.7% during 2014/15, reflecting strong property price movements within the municipality.

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015

## Note 2 Budget comparison (cont.)

## b) Capital Works

	Budget 2015 \$'000	Actual 2015 \$'000	Variance 2015 \$'000	Ref
<b>Property</b>				
Land	113	835	(722)	13
Buildings	10,615	8,973	1,642	14
<b>Total property</b>	<b>10,728</b>	<b>9,208</b>	<b>920</b>	
<b>Plant, machinery and other assets</b>				
Plant, machinery and equipment	1,922	1,494	428	15
Fixtures, fittings and furniture	125	108	17	
Computers and telecommunications	126	98	28	
Artworks	20	3	17	
<b>Total plant, machinery and other assets</b>	<b>2,193</b>	<b>1,703</b>	<b>490</b>	
<b>Infrastructure</b>				
Roads	7,810	8,953	857	16
Bridges	79	216	(137)	17
Footpaths and cycleways	3,052	2,780	272	18
Off street car parks	287	390	(103)	19
Drainage	4,817	3,904	893	20
Recreational, leisure and community facilities	1,767	1,496	271	21
Parks, open space and streetscapes	2,541	1,272	1,169	22
Waste management	-	-	-	
<b>Total infrastructure</b>	<b>20,353</b>	<b>17,131</b>	<b>3,222</b>	
<b>Intangible assets</b>				
Software	995	539	456	23
<b>Total intangible assets</b>	<b>995</b>	<b>539</b>	<b>456</b>	
<b>Total capital works expenditure</b>	<b>34,269</b>	<b>29,181</b>	<b>5,088</b>	
<b>Represented by:</b>				
New asset expenditure	11,024	9,735	1,289	
Asset renewal expenditure	16,625	13,701	2,924	
Asset expansion expenditure	2,116	2,578	(462)	
Asset upgrade expenditure	4,504	3,167	1,337	
<b>Total capital works expenditure</b>	<b>34,269</b>	<b>29,181</b>	<b>5,088</b>	

variances in brackets = unfavourable

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

**Note 2 Budget comparison (cont.)**

**b) Capital Works (cont.)**

**Explanation of material variations**

Ref.	Item	Explanation
13	Land	<b>Outcome: Greater than budget \$722,000 or 638.9 %</b> During 2014/15 Council purchased a property on Doncaster Hill for future open space. This purchase was not included in the adopted budget and was funded from developer levy contributions.
14	Buildings	<b>Outcome: Less than budget \$1,642,000 or 15.5 %</b> Expenditure on the Mullum Mullum Highball facility was \$734,000 less than budget and primarily relates to the development of detailed concept plans taking longer than anticipated. Aquarens Leisure Centre upgrade expenditures were \$298,000 less than budget and chiefly relate to groundwork delays at the site. These projects are included in the 2015/16 capital works program.
15	Plant, machinery and equipment	<b>Outcome: Less than budget \$425,000 or 22.3 %</b> The programmed replacement of Council's vehicles and mobile plant was \$416,000 less than budget and can be attributed to a reduction in the sale prices of vehicles disposed.
16	Roads	<b>Outcome: Less than budget \$857,000 or 11 %</b> Expenditure on Tindals Road construction was \$459,000 less than budget and chiefly relates to protracted negotiations with service authorities. Reconstruction of Heads Road was \$419,000 less than budget as a result of consultation and project planning delays. These projects are included in the 2015/16 capital works program.
17	Bridges	<b>Outcome: Greater than budget \$137,000 or 173.4 %</b> Construction of a footbridge on the Mullum Mullum Linear trail was completed in 2014/15. This project was partly funded from an unexpended 2013/14 capital works program budget carried forward into 2014/15.
18	Footpaths and cycleways	<b>Outcome: Less than budget \$272,000 or 8.9 %</b> Expenditure on new footpath construction as part of the Principal Pedestrian Network was \$233,000 less than budget primarily relating to consultation and planning approval delays. Unspent funds will be carried forward to complete the works in 2015/16.
19	Off street car parks	<b>Outcome: Greater than budget \$103,000 or 35.9 %</b> Deep Creek Reserve Car Park works were completed in 2014/15 from funding provided in the 2013/14 capital works program and carried forward to 2014/15.
20	Drainage	<b>Outcome: Less than budget \$893,000 or 18.5 %</b> The BoIn BoIn Wetlands project budgeted for 2014/15 was delayed through the uncertainty of State Government funding and the issuing of a planning permit. Of the \$1.25 million budget, \$59,000 was expended in 2014/15. This project has been included in the 2015/16 capital works program.
21	Recreational, leisure and community facilities	<b>Outcome: Less than budget \$271,000 or 15.3 %</b> Expenditure on the Colman Park Pavilion upgrade was \$422,000 less than budget and primarily relates to consultation and approval delays. This project is forecast to be completed in 2015/16 and is included in the 2015/16 capital works program.
22	Parks, open space and streetscapes	<b>Outcome: Less than budget \$1,169,000 or 46 %</b> Expenditure on the Mullum Mullum Linear Park Stage 3 was \$684,000 less than budget and chiefly relates to planning permit delays resulting from gaining compliance with State Government vegetation controls. The construction of a toilet block in Warrandyte was delayed pending negotiations to purchase a suitable site resulting in underexpenditure of \$186,000. Both of these projects are included in the 2015/16 capital works program.
23	Software	<b>Outcome: Less than budget \$456,000 or 45.8 %</b> Implementation of new software was delayed pending project design and development of detailed specifications. Funding has been carried forward to the 2015/16 capital works program.

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 3 Rates and charges</b>		
The Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is its land value and the value of improvements such as buildings and other improvements.		
The CIV used to calculate general rates for 2014/15 was \$35,224 million (2013/14, \$32,371 million). The 2014/15 rate in the CIV dollar was 0.002118 (2013/14, 0.002190).		
General rates	74,584	70,879
Supplementary rates	496	308
Waste charges	12,149	12,070
Recreational land	72	69
<b>Total rates and charges</b>	<b>87,291</b>	<b>83,326</b>
The date of the last general revaluation of land for rating purposes within the municipal district was 1 January 2014, and the valuation first applied to the rating period commencing 1 July 2014.		
<b>Note 4 Statutory fees and fines</b>		
Infringements and costs	1,175	1,308
Land and property information certificates	294	253
Permits	206	179
<b>Total statutory fees and fines</b>	<b>1,665</b>	<b>1,740</b>
<b>Note 5 User fees and charges</b>		
Leisure centre management fee	-	236
Hall hire and function centre charges	1,920	2,265
Social and community services charges	621	533
Town planning fees	959	821
Aged services fees	840	854
Registration fees	1,264	1,174
Advertising fees	534	500
Culture and recreation fees	189	183
Chargeable works fees	594	654
Rent and lease charges	1,794	1,620
Other fees and charges	1,557	906
<b>Total user fees and charges</b>	<b>10,272</b>	<b>9,725</b>

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 6 Contributions</b>		
<b>Monetary</b>		
Resort and recreation contributions (a)	1,837	1,078
Doncaster hill activity centre contributions (b)	237	83
Other contributions	20	358
<b>Total monetary contributions</b>	<b>2,094</b>	<b>1,519</b>
<p>(a) Resort and recreation contributions received during the year are transferred to Other reserves pursuant to section 18 of the Subdivision Act 1988 (Resort and recreation reserve) (refer note 27(b)).</p> <p>(b) Doncaster hill activity centre contributions are made under the provisions of the Municipal Planning Scheme requiring developer contributions towards the cost of specific infrastructure and services in the Doncaster hill activity centre area (refer note 27(b)).</p> <p>Contributions recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date were:</p>		
Other contributions	32	1
Net increase/(decrease) in restricted assets resulting from contributions revenue for the year.	32	1
<b>Non-Monetary</b>		
Developer contributed assets	1,618	3,034
<b>Total non-monetary contributions</b>	<b>1,618</b>	<b>3,034</b>
<p>Contributions of non monetary assets were received in relation to the following asset</p>		
Land	823	2,794
Land under roads	124	38
Infrastructure	671	202
	<b>1,618</b>	<b>3,034</b>

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 7 Grants</b>		
Grants were received in respect of the following:		
<b>Summary of grants</b>		
Commonwealth funded grants	4,952	2,240
State funded grants	8,975	9,150
Others	650	349
<b>Total grants</b>	<b>14,577</b>	<b>11,739</b>
<b>Operating grants</b>		
Recurrent - Commonwealth Government		
Victoria Grants Commission - general purpose grant	3,646	1,190
Social and community	154	135
Recurrent - State Government		
Aged services	6,398	6,202
Economic and environment	-	10
Immunisation	103	103
Maternal and child health, and immunisation	572	560
School crossing supervisors	146	139
Social and community	587	555
Other	293	470
<b>Total recurrent operating grants</b>	<b>11,900</b>	<b>9,364</b>
Non-recurrent - State Government		
Aged services	2	-
Community health	34	-
Economic and environment	3	30
Immunisation	26	-
Other	2	26
Non-recurrent - Others		
Community health	20	-
Economic and environment	4	-
Other	145	15
<b>Total non-recurrent operating grants</b>	<b>236</b>	<b>71</b>
<b>Total operating grants</b>	<b>12,136</b>	<b>9,435</b>
<b>Capital grants</b>		
Recurrent - Commonwealth Government		
Victoria Grants Commission - local roads	1,137	378
Recurrent - State Government		
Roads to Recovery	-	402
<b>Total recurrent capital grants</b>	<b>1,137</b>	<b>780</b>
Non-recurrent - Commonwealth Government		
Economic and environment	15	135
Non-recurrent - State Government		
Aquarena Masterplan Implementation	-	373
Economic and environment	29	445
Recreation	128	-
Sportsground refurbishment	162	72
Other	488	164
Non-recurrent - Others		
Economic and environment	96	65
Recreation	217	155
Sportsground refurbishment	15	-
Other	154	115
<b>Total non-recurrent capital grants</b>	<b>1,304</b>	<b>1,524</b>
<b>Total capital grants</b>	<b>2,441</b>	<b>2,304</b>



**Notes to the Financial Report**  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 7 Grants (cont.)</b>		
<b>Conditions on grants</b>		
Grants recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date were:		
Victoria Grants Commission - general purpose grant	1,212	-
Victoria Grants Commission - local roads	378	-
Aged services	45	-
Community health	26	-
Economic and environment	59	135
Immunisation	7	-
Recreation	38	-
Social and community	12	99
Sportsground refurbishment	42	72
Other	411	143
	<u>2,230</u>	<u>449</u>
Grants which were recognised as revenue in prior years and were expended during the current year in the manner specified by the grantor were:		
Aged Services	-	30
Economic and environment	135	495
Recreation	-	231
Social and community	61	7
Sportsground refurbishment	72	-
Victoria Grants Commission	-	1,636
Other	175	459
	<u>443</u>	<u>2,858</u>
Net increase/(decrease) in restricted assets resulting from grant revenues for the year:	<u>1,787</u>	<u>(2,409)</u>
<b>Note 8 Other income</b>		
Interest on investments	1,487	1,369
Interest on rates and charges	306	250
Other	750	1,293
Total other income	<u>2,543</u>	<u>2,912</u>

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Notes to the Financial Report  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 9 Investment in associate</b>		
<b>Whitehorse-Manningham Regional Library Corporation</b>		
<i>Background</i>		
Manningham City Council has a 30.18% equity interest in the Whitehorse Manningham Regional Library Corporation (WMRLC) that was incorporated on 21 December 1995. Council has reported its interest in the WMRLC on the basis of equity accounting principles. Manningham City Council's share of the movement in net assets as at 30 June 2015, per the draft WMRLC financial statements, has been taken up as income of \$153,497 during the year ended 30 June 2015 (income of \$262,644 in 2013/14). As neither council has a controlling interest, the participating councils show their contributions towards the operating expenditure of the library as an expense.		
<b>Current assets</b>		
Cash and cash equivalents	2,290	2,151
Receivables	69	55
Other assets	129	128
	<u>2,488</u>	<u>2,334</u>
<b>Non-current assets</b>		
Property & equipment	6,294	6,076
	<u>6,294</u>	<u>6,076</u>
<b>Total assets</b>	<u>8,782</u>	<u>8,410</u>
<b>Current liabilities</b>		
Payables	631	594
Provisions	1,444	1,490
	<u>2,075</u>	<u>2,074</u>
<b>Non-current liabilities</b>		
Provisions	105	158
	<u>105</u>	<u>158</u>
<b>Total liabilities</b>	<u>2,180</u>	<u>2,232</u>
<b>Net assets</b>	<u>6,602</u>	<u>6,178</u>
<i>Movement in carrying value of investment</i>		
Carrying value of investment at start of year	1,639	1,576
Share of surplus/(deficit) for year	153	263
Carrying value of investment at end of year	<u>1,992</u>	<u>1,839</u>

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 10 Employee costs</b>		
Wages and salaries	38,650	36,518
Casual staff	1,116	968
Salary oncost (a)	5,901	5,854
Other employee costs	261	390
<b>Total employee costs</b>	<b>45,948</b>	<b>43,730</b>
<p>(a) includes annual leave and long service leave provision, Workcover and superannuation costs.</p>		
<p><b>Superannuation</b> Manningham City Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Income Statement when they are made or due.</p>		
<p><b>Accumulation</b> The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2015, this was 9.5% required under Superannuation Guarantee legislation (for 2013/14, this was 9.25%)).</p>		
<p><b>Defined Benefit</b> Manningham City Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.</p> <p>There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of [Employer name] in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.</p>		
<b>Note 11 Materials, services and contracts</b>		
Materials and services	3,442	3,494
Fleet costs - fuel, oil, tyres	678	742
Contractors - community building repairs and maintenance	1,244	1,220
Contractors - parks, gardens, sporting reserves and street trees	3,795	3,197
Contractors - drains, roads and footpaths	1,342	1,401
Contractors - waste collection services	9,452	9,578
<b>Total materials, services and contracts</b>	<b>19,951</b>	<b>19,632</b>
<b>Note 12 Net loss on disposal of property, plant and equipment, infrastructure, and other fixed assets</b>		
Proceeds from disposal	438	2,428
Written down value of assets disposed	(239)	(484)
Written down value of assets disposed - non-current asset held for sale	-	(1,543)
Written down value of assets scrapped	(2,529)	(563)
<b>Total net loss on disposal</b>	<b>(2,330)</b>	<b>(164)</b>

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Notes to the Financial Report  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 13 Depreciation and amortisation</b>		
Property	3,183	3,070
Plant, machinery and other assets	2,060	2,193
Infrastructure	13,977	13,829
Intangible assets	534	415
<b>Total depreciation and amortisation</b>	<b>19,754</b>	<b>19,507</b>
<b>Note 14 Borrowing costs</b>		
Interest - Borrowings	294	240
<b>Total borrowing costs</b>	<b>294</b>	<b>240</b>
Rate used to capitalise borrowing costs	4.24%	3.98%
<b>Note 15 Other expenses</b>		
<b>Community grants and contributions</b>		
Community grants	1,787	1,803
Library contributions	3,350	3,425
	<b>5,137</b>	<b>5,228</b>
<b>Utilities</b>		
Utilities, rent, and cleaning	1,465	1,481
Street lighting	1,073	1,228
	<b>2,538</b>	<b>2,709</b>
<b>Other expenses</b>		
Auditor's remuneration - VAGO - annual financial statement and grant acquittals	53	59
Auditor's remuneration - other parties	30	29
Auditor's remuneration - internal audit	160	80
Councillors' allowances	283	277
Fire levy	138	157
Insurance	909	1,090
Leases	269	289
Consultants - engineering	350	257
Consultants - human resources	123	131
Consultants - economic and environmental	350	294
Consultants - other	368	208
Bank charges	299	293
Catering (including function centre)	742	1,056
Office expenses	109	104
Legal	707	1,068
Software licences	838	835
Telephone	628	504
Travel	54	54
Bad and doubtful debts	199	62
Advertising	185	179
Postage	231	227
Printing	242	252
Training	285	211
Design fees and maintenance - non capital	1,506	1,042
Statutory charges	72	76
Other	962	1,047
	<b>10,093</b>	<b>9,851</b>
<b>Total other expenses</b>	<b>17,768</b>	<b>17,788</b>

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 16 Cash and cash equivalents</b>		
Cash on hand	8	8
Cash at bank	2,313	1,009
Investments in term deposits and at-call with banks held to maturity	46,500	41,500
<b>Total cash and cash equivalents</b>	<b>48,821</b>	<b>42,517</b>
Users of the financial report should refer to note 31 for details of Council's commitments.		
Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:		
- Trust funds and deposits (Note 23)	6,103	5,173
- Reserve funds (note 27(b) (a) and (b))	3,572	3,189
<b>Total restricted funds</b>	<b>9,675</b>	<b>8,362</b>
<b>Total unrestricted cash and cash equivalents</b>	<b>39,146</b>	<b>34,155</b>
<b>Intended allocations</b>		
Although not externally restricted the following amounts have been allocated for specific future purposes by Council:		
- Cash held to fund future capital works	5,154	5,360
- Waste bins replacement	14,005	11,715
- Loan repayment	728	-
- Family day care workover	196	196
- Grants received in advanced	2,230	449
<b>Total funds subject to intended allocations</b>	<b>22,313</b>	<b>17,720</b>
<b>Note 17 Trade and other receivables</b>		
<b>Current</b>		
Rates debtors	3,699	3,246
Infringement debtors	378	509
Special rate schemes	331	475
Net GST receivable	762	750
Other debtors	2,357	1,232
Provision for doubtful debts	(111)	(4)
	<b>7,706</b>	<b>6,208</b>
<b>Non-current</b>		
Other receivables	31	31
Infringement court	821	720
Provision for doubtful debts - infringement court	(821)	(720)
	<b>31</b>	<b>31</b>
<b>Total trade and other receivables</b>	<b>7,737</b>	<b>6,239</b>
<b>a) Ageing of Receivables</b>		
At balance date other debtors representing financial assets were past due but not impaired. These amounts relate to a number of independent customers for whom there is no recent history of default. The ageing of the Council's trade and other receivables (excluding statutory receivables) was:		
Up to 3 months	3,007	2,054
3 to 6 months	136	57
Over 6 months	297	342
<b>Total trade and other receivables</b>	<b>3,440</b>	<b>2,453</b>
<b>b) Movement in provisions for doubtful debts</b>		
Balance at the beginning of the year	4	33
New Provisions recognised during the year	9	-
Amounts already provided for and written off as uncollectible	(2)	(26)
Amounts provided for but recovered during the year	-	(3)
<b>Balance at end of year</b>	<b>11</b>	<b>4</b>

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Notes to the Financial Report  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 18 Other assets</b>		
<b>Current</b>		
Accrued income - interest	102	136
Accrued income - other	502	857
Prepayments	359	160
<b>Total other assets</b>	<b>963</b>	<b>1,153</b>
<b>Note 19 Financial assets</b>		
<b>Current</b>		
Term deposit investment - refundable Manningham Centre Association bond (a)	169	163
<b>Total financial assets</b>	<b>169</b>	<b>163</b>

(a) Interest and principle is refundable to the Manningham Centre Association on termination of the agreement.

Notes to the Financial Report  
For the Year Ended 30 June 2015

Note 20 Property, plant and equipment, infrastructure, and other fixed assets

Property

	Land under roads *		Buildings	Total property
	Land \$'000	\$'000		
At fair value 1 July 2014	884,200	548	286,133	1,170,881
Accumulated depreciation at 1 July 2014	-	-	(83,700)	(83,700)
	884,200	548	202,433	1,067,181
<b>Movements in fair value</b>				
Acquisition of assets at fair value	835	-	2,653	3,488
Revaluation increments/decrements	181,571	-	3,307	184,908
Fair value of assets disposed	-	-	(1,210)	(1,210)
Contributed assets	823	124	-	947
Transfer	-	-	2,806	2,806
	183,229	124	7,386	190,739
<b>Movements in accumulated depreciation</b>				
Depreciation and amortisation	-	-	(3,183)	(3,183)
Revaluation increments/decrements	-	-	(22,732)	(22,732)
Accumulated depreciation of disposals	-	-	560	560
	-	-	(25,355)	(25,355)
At fair value 30 June 2015	1,067,429	672	293,519	1,361,620
Accumulated depreciation at 30 June 2015	-	-	(109,055)	(109,055)
	1,067,429	672	184,464	1,252,565

\* Land under roads is valued at cost.

Plant, machinery and other assets

	Plant, machinery and equipment	Fixtures, fittings and furniture	Computers and telecommunications	Artworks	Total plant, equipment and other assets
	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2014	11,672	9,142	2,689	2,277	25,780
Accumulated depreciation at 1 July 2014	(6,481)	(6,374)	(1,903)	-	(14,848)
	5,191	2,768	686	2,277	10,932
<b>Movements in fair value</b>					
Acquisition of assets at fair value	1,248	108	98	3	1,457
Revaluation increments/decrements	-	-	-	(387)	(387)
Fair value of assets disposed	(1,186)	(4)	(6)	(7)	(1,203)
Transfer	-	13	-	-	13
	62	117	92	(391)	(120)
<b>Movements in accumulated depreciation</b>					
Depreciation and amortisation	(1,274)	(613)	(173)	-	(2,060)
Accumulated depreciation of disposals	946	4	6	-	956
	(328)	(609)	(167)	-	(1,104)
At fair value 30 June 2015	11,734	9,259	2,781	1,886	25,660
Accumulated depreciation at 30 June 2015	(6,809)	(6,963)	(2,160)	-	(15,932)
	4,925	2,276	621	1,886	9,708

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Notes to the Financial Report  
For the Year Ended 30 June 2015

## Note 20 Property, plant and equipment, infrastructure, and other fixed assets (cont.)

Infrastructure	Footpaths and Off street car parks				
	Roads \$'000	Bridges \$'000	cycleways \$'000	Off street car parks \$'000	Drainage \$'000
At fair value 1 July 2014	314,682	17,742	96,297	16,955	333,473
Accumulated depreciation at 1 July 2014	(158,685)	(4,260)	(42,513)	(8,509)	(120,049)
	155,994	13,482	53,784	10,446	213,424
<b>Movements in fair value</b>					
Acquisition of assets at fair value	5,177	216	2,319	390	2,748
Revaluation increments/decrements	12,321	1,560	2,066	100	9,850
Fair value of assets disposed	(3,563)	-	(462)	(161)	(271)
Contributed assets	131	-	14	-	526
Transfer	1,442	-	1,027	150	900
	15,508	1,776	4,964	479	13,753
<b>Movements in accumulated depreciation</b>					
Depreciation and amortisation	(7,047)	(296)	(1,034)	(245)	(3,344)
Revaluation increments/decrements	(312)	(1,102)	(1,641)	(2)	(4,047)
Accumulated depreciation of disposals	2,138	-	277	97	136
	(5,221)	(1,398)	(2,398)	(150)	(7,255)
At fair value 30 June 2015	330,190	19,518	101,261	17,434	347,226
Accumulated depreciation at 30 June 2015	(163,909)	(5,658)	(44,811)	(6,659)	(127,304)
	166,281	13,860	56,350	10,775	219,922

Infrastructure (cont.)	Recreational, leisure and community facilities	Parks, open space and streetscapes	Waste management	Total Infrastructure	Work in progress - all asset classes	Total Property, plant and equipment, infrastructure, and other fixed assets
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2014	16,627	25,163	2,875	823,814	11,373	2,031,848
Accumulated depreciation at 1 July 2014	(4,373)	(8,115)	(2,779)	(347,288)	-	(445,834)
	12,254	17,048	96	476,528	11,373	1,586,014
<b>Movements in fair value</b>						
Acquisition of assets at fair value	1,348	1,099	-	13,297	10,608	28,850
Revaluation increments/decrements	-	-	-	25,897	-	210,418
Fair value of assets disposed	(134)	-	-	(4,581)	-	(7,004)
Contributed assets	-	-	-	671	-	1,618
Transfer	451	32	-	4,002	(6,899)	(278)
	1,665	1,131	-	39,276	3,709	233,604
<b>Movements in accumulated depreciation</b>						
Depreciation and amortisation	(804)	(1,111)	(96)	(13,977)	-	(19,220)
Revaluation increments/decrements	-	-	-	(7,104)	-	(29,836)
Accumulated depreciation of disposals	72	-	-	2,720	-	4,236
	(732)	(1,111)	(96)	(18,361)	-	(44,820)
At fair value 30 June 2015	18,292	26,294	2,875	863,090	15,082	2,266,452
Accumulated depreciation at 30 June 2015	(5,105)	(9,226)	(2,875)	(365,647)	-	(490,854)
	13,187	17,068	-	497,443	15,082	1,774,798



**Notes to the Financial Report**  
For the Year Ended 30 June 2015

**Note 20 Property, plant and equipment, infrastructure, and other fixed assets (cont.)**

**Valuation basis**

Valuations were completed as at 30 June 2015 for Council. Valuations for 30 June 2015 are at fair value.

The basis of valuation is included under Note 1(h) in the Financial Statements and have been conducted as follows:

*Non-specialised land and non-specialised buildings*

Non-specialised land and non-specialised buildings are valued using the market based direct comparison method. Under this valuation method, the assets are compared to recent comparable sales or sales of comparable assets which are considered to have nominal or no added improvement value.

For non-specialised land and non-specialised buildings, an valuation was performed by Council's Valuer, Mr Graham Brewer FAPI, Certified Practising Valuer (Registration Number 61916) to determine the fair value using the market based direct comparison method. Valuation of the assets was determined by analysing comparable sales and allowing for share, size, topography, location and other relevant factors specific to the asset being valued. From the sales analysed, an appropriate rate per square metre has been applied to the subject asset. The effective date of the valuation is 30 June 2015.

To the extent that non-specialised land and non-specialised buildings do not contain significant, unobservable adjustments, these assets are classified as Level 2 under the market based direct comparison approach.

*Specialised land and specialised buildings*

The market based direct comparison method is also used for specialised land but adjusted to reflect the specialised nature of the assets being valued. For Council specialised buildings, the depreciated replacement cost method is used, adjusting for the associated depreciation. Specialised assets contain significant, unobservable adjustments, therefore these assets are classified as Level 3 fair value measurements.

An adjustment is made to reflect a restriction on the sale or use of an asset by Council. The adjustment is an allowance made to reflect the difference in value between unrestricted assets and those held by the Council which are impacted by external restraints on their use.

The valuation of Council's specialised land and specialised buildings was performed by Council's Valuer, Mr Graham Brewer FAPI, Certified Practising Valuer (Registration Number 61916). The valuation was performed using either the market based direct comparison method or depreciated replacement cost, adjusted for restrictions in use. The effective date of the valuation is 30 June 2015.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2015 are as follows:

	Level 1	Level 2	Level 3
	\$'000	\$'000	\$'000
Land	-	6,479	1,060,950
Buildings	-	2,479	181,966
<b>Total</b>	<b>-</b>	<b>8,958</b>	<b>1,242,916</b>

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015

## Note 20 Property, plant and equipment, infrastructure, and other fixed assets (cont.)

## Infrastructure assets

Infrastructure assets are valued using the written down replacement cost of each asset. The written down replacement cost is calculated based on the remaining life of the asset, which in turn is determined based on their condition of roads, footpaths, kerb and channel, bridges and drains.

Infrastructure assets contain significant unobservable adjustments, therefore these assets are classified as Level 3.

A valuation of Council's infrastructure assets was performed by Council's Manager, Engineering and Technical Service, Mr Roger Woodcock B.Eng (CIVIL). The valuation was performed based on the depreciated replacement cost of the assets. The effective date of the valuation is 30 June 2015.

There were no changes in valuation techniques throughout the period to 30 June 2015.

For all assets measured at fair value, the current use is considered the highest and best use.

Details of the Council's infrastructure information about the fair value hierarchy as at 30 June 2015 are as follows:

	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000
Roads	-	-	166,281
Bridges	-	-	13,860
Footpaths and cycleways	-	-	56,350
Off street car parks	-	-	10,775
Drains	-	-	219,922
Total	-	-	467,188

## Artworks

Valuation of Artworks was undertaken by Mr Warren Joel AVAA (Certified Practising Valuer No. 408), of Warren Joel Auction & Valuation Services. The valuation of artworks is at fair value based at the date of valuation being 15 April 2015.

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 21 Intangible assets</b>		
Software	1,617	1,808
Total intangible assets	1,617	1,808
<b>Gross carrying amount</b>		
Balance at 1 July	7,784	7,130
Additions from internal developments	343	654
Balance at 30 June	8,127	7,784
<b>Accumulated amortisation</b>		
Balance at 1 July	(5,976)	(5,501)
Amortisation expense	(534)	(415)
Balance at 30 June	(6,510)	(5,916)
Net book value at 30 June	1,617	1,808
<b>Note 22 Trade and other payables</b>		
<b>Current</b>		
Trade payables	517	631
Employee benefits and related costs	1,484	2,341
Accrued expenses	7,701	6,837
Total trade and other payables	9,702	9,809
<b>Note 23 Trust funds and deposits</b>		
<b>Current</b>		
Contract retention	696	586
Landscape bonds	2,868	2,500
Miscellaneous works deposits	133	157
Asset protection bonds	1,787	1,374
Subdivider deposits	138	138
Refundable Manningham Centre Association bond	168	163
Other refundable deposits	212	256
Total trust funds and deposits	6,103	5,173

*Purpose and nature of items*

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Retention amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

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Notes to the Financial Report  
For the Year Ended 30 June 2015

Note 24 Provisions	Annual leave	Long service leave	Total
	\$ '000	\$ '000	\$ '000
<b>2015</b>			
Balance at beginning of the financial year	3,722	7,744	11,466
Amounts used	(2,414)	(1,154)	(3,568)
Additional provisions	2,644	1,741	4,385
<b>Balance at the end of the financial year</b>	<b>3,952</b>	<b>8,331</b>	<b>12,283</b>
<b>2014</b>			
Balance at beginning of the financial year	3,729	7,429	11,158
Amounts used	(2,595)	(1,246)	(3,841)
Additional provisions	2,578	1,561	4,139
<b>Balance at the end of the financial year</b>	<b>3,722</b>	<b>7,744</b>	<b>11,466</b>
		<b>2015</b>	<b>2014</b>
		<b>\$'000</b>	<b>\$'000</b>
<b>Employee benefits</b>			
<b>Current</b>			
<b>Annual leave</b>			
Annual leave liabilities have been classified as current as there is no unconditional right to defer settlement for at least 12 months after reporting date. Assessments indicate that actual settlement of the liabilities will occur as follows and where the settlement is forecast for more than 12 months after reporting date is reported at present value using the 5 year treasury bond as the discount factor.			
Current short-term settlement within 12 months of balance date		2,781	2,617
Current long-term settlement beyond 12 months of balance date (note 1m)		1,171	1,105
		<b>3,952</b>	<b>3,722</b>
<b>Long service leave</b>			
Long service leave liabilities for staff with greater than 7 years service have been classified as current where there is no unconditional right to defer settlement for at least 12 months after reporting date. Assessments indicate that actual settlement of the liabilities will occur as follows and where the settlement is forecast for more than 12 months after reporting date is reported at present value using the 5 year treasury bond as the discount factor.			
Current short-term settlement within 12 months of balance date		548	482
Current long-term settlement beyond 12 months of balance date (note 1m)		6,944	6,358
		<b>7,490</b>	<b>6,840</b>
<b>Non-current</b>			
Long service leave		841	904
		<b>841</b>	<b>904</b>
<b>Aggregate carrying amount of employee benefits:</b>			
Current		11,442	10,562
Non-current		841	904
<b>Total</b>		<b>12,283</b>	<b>11,466</b>
The following assumptions were adopted in measuring the present value of leave:			
Weighted average increase in employee costs		3.40%	3.40%
Weighted average discount rates		2.80%	3.17%
Weighted average settlement periods (years)		12	12
<b>Total all provisions</b>			
Current		11,442	10,562
Non-current		841	904
		<b>12,283</b>	<b>11,466</b>

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**Notes to the Financial Report**  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 25</b> Income received in advance		
Rent	319	300
Rates	324	273
Total income received in advance	<u>643</u>	<u>573</u>
<b>Note 26</b> Interest-bearing loans and borrowings		
Non-Current		
Borrowings - secured (a)	7,279	7,279
	<u>7,279</u>	<u>7,279</u>
Total interest-bearing loans and borrowings	<u>7,279</u>	<u>7,279</u>
The maturity profile for Council's borrowings is:		
Not later than one year	-	-
Later than one year and not later than five years	7,279	7,279
Later than five years	-	-
	<u>7,279</u>	<u>7,279</u>
Aggregate carrying amount of interest-bearing loans and borrowings:		
Current	-	-
Non-current	7,279	7,279
	<u>7,279</u>	<u>7,279</u>
(a) The borrowings are secured over the future general rates of Council.		

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015

## Note 27 Reserves

## (a) Asset revaluation reserves

2015	Balance at beginning of reporting year \$'000	Increment/ (decrement) \$'000	Realised Revaluation Reserve \$'000	Balance at end of reporting year \$'000
<b>Property</b>				
Land	691,325	181,571	-	872,896
Buildings	81,886	(19,395)	(46)	62,445
	773,211	162,176	(46)	935,341
<b>Plant, machinery and other assets</b>				
Plant, machinery and equipment	62	-	(5)	57
Fixtures, fittings and furniture	1,008	-	-	1,008
Computers and telecommunications	75	-	-	75
Networks	1,276	(387)	(2)	887
	2,421	(387)	(7)	2,027
<b>Infrastructure</b>				
Roads	71,000	12,009	-	83,009
Bridges	1,241	458	-	1,699
Footpaths and cycleways	28,432	425	-	28,857
Off street car parks	5,229	98	-	5,327
Drainage	118,129	5,803	-	123,932
Parks, open space and streetscapes	205	-	-	205
	224,236	18,793	-	243,029
<b>Total</b>	<b>999,868</b>	<b>180,582</b>	<b>(53)</b>	<b>1,180,397</b>
<b>2014</b>	<b>Balance at beginning of reporting year \$'000</b>	<b>Increment/ (decrement) \$'000</b>	<b>Realised Revaluation Reserve \$'000</b>	<b>Balance at end of reporting year \$'000</b>
<b>Property</b>				
Land	632,276	60,288	(1,239)	691,325
Buildings	82,443	(468)	(89)	81,886
	714,719	59,820	(1,328)	773,211
<b>Plant, machinery and other assets</b>				
Plant, machinery and equipment	38	-	24	62
Fixtures, fittings and furniture	1,008	-	-	1,008
Computers and telecommunications	75	-	-	75
Networks	1,276	-	-	1,276
	2,397	-	24	2,421
<b>Infrastructure</b>				
Roads	69,045	1,955	-	71,000
Bridges	807	434	-	1,241
Footpaths and cycleways	23,845	4,587	-	28,432
Off street car parks	4,887	342	-	5,229
Drainage	109,755	8,374	-	118,129
Parks, open space and streetscapes	205	-	-	205
	208,544	15,692	-	224,236
<b>Total</b>	<b>925,660</b>	<b>75,512</b>	<b>(1,304)</b>	<b>999,868</b>

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

**Note 27 Reserves (cont.)**

**(b) Other reserves**

	Balance at beginning of reporting year	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting year
	\$'000	\$'000	\$'000	\$'000
<b>2015</b>				
Resort and recreation reserve (a)	3,127	(1,504)	1,837	3,460
Doncaster Hill activity centre reserve (b)	82	(187)	237	112
Family day care workover levy reserve (c)	196	-	-	196
<b>Total</b>	<b>3,385</b>	<b>(1,691)</b>	<b>2,074</b>	<b>3,768</b>
	Balance at beginning of reporting year	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting year
	\$'000	\$'000	\$'000	\$'000
<b>2014</b>				
Resort and recreation reserve (a)	2,642	(593)	1,078	3,127
Doncaster Hill activity centre reserve (b)	-	(21)	83	62
Family day care workover levy reserve (c)	196	-	-	196
<b>Total</b>	<b>2,838</b>	<b>(614)</b>	<b>1,161</b>	<b>3,385</b>

(a) The Resort and recreation reserve was established to control contributions received from developers that will, upon completion of developments be utilised to develop recreation and other facilities for residents in the respective development areas.

(b) The Doncaster Hill activity centre reserve was established to control contributions levied on developers under the Doncaster Hill Development Contributions Plan Overlay (DCPO) and funds will be utilised to develop social and community infrastructure in accordance with the conditions contained in the DCPO.

(c) The Family day care Workover levy was established to control funds collected from family day care user charges to assist in defraying the cost of future claims for Workover by family day care providers. Council discontinued this service in 2009/10.

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
<b>Note 28 Reconciliation of cash flows from operating activities to surplus/(deficit) for the year</b>		
Surplus/(deficit) for the year	14,162	13,197
Depreciation/amortisation	19,754	19,507
(Gain)/loss on disposal of property, plant and equipment, infrastructure	2,330	(164)
Contributed assets	(1,618)	(3,034)
Share of (gain)/loss from associate	(153)	(263)
Adjustment for work in progress write-off to other expenses	265	10
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	(1,498)	365
(Increase)/decrease in other assets	200	(320)
Increase/(decrease) in trade and other payables	(207)	(35)
(Decrease)/increase in other assets and liabilities	70	15
Increase/(decrease) in unfunded superannuation liability	-	(7,906)
(Increase)/decrease in provisions	817	307
Net cash provided by/(used in) operating activities	<u>34,122</u>	<u>21,679</u>
<b>Note 29 Reconciliation of cash and cash equivalents</b>		
Cash and cash equivalents (note 16)	48,821	42,517
	<u>48,821</u>	<u>42,517</u>
<b>Note 30 Financing arrangements</b>		
Bank overdraft	1,000	1,000
Used facilities	-	-
Unused facilities	<u>1,000</u>	<u>1,000</u>



**Notes to the Financial Report**  
For the Year Ended 30 June 2015

**Note 31 Commitments**

Council has entered into the following commitments

2015	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating</b>					
Garbage collection	5,205	5,416	17,599	-	28,220
Meals for delivery	254	262	825	-	1,341
Hard and green waste collection	793	865	3,093	-	4,751
Property valuation	269	140	569	-	998
<b>Total</b>	<b>6,521</b>	<b>6,683</b>	<b>22,106</b>	<b>-</b>	<b>35,310</b>
<b>Capital</b>					
Roads	2,017	-	-	-	2,017
Drainage	383	-	-	-	383
Other - recreation and open space	1,241	-	-	-	1,241
Buildings	6,172	-	-	-	6,172
Plant and equipment	113	-	-	-	113
<b>Total</b>	<b>9,926</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,926</b>

2014	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating</b>					
Garbage collection	4,934	5,133	16,680	-	26,747
Meals for delivery	274	279	873	-	1,426
Hard and green waste collection	837	854	2,666	-	4,357
Property valuation	100	250	450	-	800
<b>Total</b>	<b>6,145</b>	<b>6,516</b>	<b>20,669</b>	<b>-</b>	<b>33,330</b>
<b>Capital</b>					
Roads	2,281	-	-	-	2,281
Drainage	709	-	-	-	709
Other - recreation & open space	1,269	-	-	-	1,269
Buildings	12,070	-	-	-	12,070
Plant and equipment	450	-	-	-	450
<b>Total</b>	<b>16,779</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,779</b>

**Note 32 Operating leases**

**(a) Operating lease commitments**

At the reporting date, Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):

	2015 \$'000	2014 \$'000
Not later than one year	420	499
Later than one year and not later than five years	1,260	723
Later than five years	1,048	1,231
	<b>2,728</b>	<b>2,453</b>

**(b) Operating lease receivables**

At the reporting date, Council had the following operating leases for the lease of Council owned land and buildings:

	2015 \$'000	2014 \$'000
Not later than one year	1,490	775
Later than one year and not later than five years	4,291	1,910
Later than five years	25	3
	<b>5,806</b>	<b>2,688</b>

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015**Note 33 Contingent liabilities and contingent assets****(a) Contingent liabilities****General**

Council controls large areas of public open space, provides general and personal services to residents, visitors and ratepayers, has responsibilities and regulatory authorities including the issue of permits and approvals, and controls significant buildings and infrastructure assets. Council is, from time to time, met with claims and demands for damages allegedly arising from the actions, or inactions, of Council or its officers.

Council's risk management plan includes securing insurance to cover insurable risks where this is an appropriate risk management option. Council has taken out insurance with MAV Insurance to limit Council's exposure to liabilities arising from actions of the Council or its employees where it is appropriate to do so.

**Open claims**

Council is presently involved in 5 open claims and total of 36 claims received in 2014/15 (37 claims in 2013/14) on Council for alleged personal injury, property damage, and professional negligence. As these matters are yet to be finalised, Council's liability, if any, has yet to be established. No allowance for these contingencies has been made in the financial report, however, the maximum excess or amount for potential settlement below the excess value that could be payable by Council in total is estimated by Council's insurers to be \$20,000 (\$28,000 in 2013/14). Council is not aware of any other contingent liabilities or claims that would fall outside of the terms of Council's insurance policies.

**Public and products liability**

Council is exposed to the risk of claims for damages, and resulting litigation, in respect to third party property damage and personal injury for events which occur as a result of alleged negligence by Council in management of assets and infrastructure owned by or under its control, and negligence in the delivery of services. Public liability insurance with a cover of \$400 million is held by Council and a policy deductible of \$20,000 applies for each and every claim made. Council's liability is therefore limited to the extent of the policy deductible. The insurer is MAV Insurance.

**Professional indemnity**

Alleged provision of inaccurate or inappropriate advice, and failure to meet statutory responsibilities for enforcement of specific legislation, can result in claims for damages being lodged against the Council. It is not possible to quantify the amount of such claims with any degree of accuracy, as what is claimed usually bears no relationship to either a final award or an ex-gratia payment with a denial of liability. Council holds insurance cover in the amount of \$300 million, with a policy deductible of \$20,000 applicable to each and every claim made. The insurer is MAV Insurance.

**Bank guarantees issues**

Council is responsible for the following bank guarantee:  
Department of Primary Industries for \$150,000 in connection with Extractive Industry Licence No. 54-1.

**Capital funding grant**

Council has exposure to contingent liabilities where the conditions attached to a capital funding grant requires repayment in full or part of the granted sum should the terms of the grant agreement not be fulfilled by Council.

**Superannuation**

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme to ensure that the liabilities of the fund are covered by the assets of the fund. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

**Funding arrangements**

Manningham City Council makes employer contributions to the defined benefit category of the Fund at rates determined by the Trustee on the advice of the Fund's Actuary.

The Fund's latest actuarial investigation was held as at 30 June 2014 and it was determined that the vested benefit index (VBI) of the defined benefit category of which Manningham City Council is a contributing employer was 103.4%. To determine the VBI, the fund Actuary used the following long-term assumptions:

Net investment returns	7.50% pa
Salary inflation	4.25% pa
Price inflation (CPI)	2.75% pa

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

**Note 33 Contingent liabilities and contingent assets (cont.)**

**(a) Contingent liabilities (cont.)**

Vision Super has advised that the VBI at 30 June 2015 was 105.8%.

The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the actuarial investigation determined the defined benefit category was in a satisfactory financial position and that no change was necessary to the defined benefit category's funding arrangements from prior years.

**Employer contributions**

*Regular contributions*

On the basis of the results of the most recent full actuarial investigation conducted by the Fund's Actuary as at 30 June 2014, Manningham City Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2015, this rate was 9.5% of members' salaries. This rate will increase in line with any increase to the Superannuation Guarantee (SG) contribution rate.

In addition, Manningham City Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

*Funding calls*

If the defined benefit category is in an unsatisfactory financial position at actuarial investigation or the defined benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the defined benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 90%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Manningham City Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's defined benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

**Latest actuarial investigation surplus amounts**

The Fund's latest actuarial investigation as at 30 June 2014 identified the following in the defined benefit category of which Manningham City Council is a contributing employer:

- A VBI surplus of \$77.1 million; and
- A total service liability surplus of \$236 million

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2014.

The total service liability surplus means that the current value of the assets in the Fund's defined benefit category plus expected future contributions exceeds the value of expected future benefits and expenses.

Manningham City Council was notified of the results of the actuarial investigation during January 2015.

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015

## Note 33 Contingent liabilities and contingent assets (cont.)

## (a) Contingent liabilities (cont.)

## Superannuation contributions

Contributions by Manningham City Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2015 are detailed below:

Scheme	Type of scheme	Rate	2015	2014
			\$'000	\$'000
Vision Super	Defined benefits	9.50%	358	343
Vision Super	Accumulation	9.50%	2,437	2,327
Other Funds	Accumulation	9.50%	832	805
			<u>3,627</u>	<u>3,275</u>

In addition to the above contributions, Manningham City Council has paid unfunded liability payments to Vision Super totalling \$nil paid during the 2014/15 year (2013/14 \$7,906 million).

There were \$nil contributions outstanding (2013/14, nil).

The expected contributions to be paid to the defined benefit category of Vision Super for the year ending 30 June 2016 is \$370,000.

## (b) Contingent assets

## Developer contributed assets

Developer contributions to be received in respect of estates subject to future subdivisions total \$4,073,289 (2013/14, \$833,321).

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

**Note 34 Financial instruments**

**(a) Objectives and policies**

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Note 1 of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

**(b) Market risk**

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council's exposures to market risk is primarily through interest rate risk with insignificant exposure to other price risks and no exposure to foreign currency risk. Components of market risk to which the council are expose are discussed below.

**Interest rate risk**

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Interest rate risk arises from interest bearing financial assets and liabilities. Interest bearing assets are predominantly short term liquid assets. As at 30 June 2015 Council had long term loans or borrowings and is therefore exposed to interest rate risk on these classes of financial liabilities.

Interest rate risk on financial assets are managed through Council's investment policy which requires the investment of surplus funds only with financial institutions approved under the section 143 of the Local Government Act 1989. The Council's investment policy provides for investment restrictions such as investment placement with authorised deposit taking institutions (ADIs), placement according to Standard and Poor's credit ratings for investment institutions, staging of investment duration, and for the regular monitoring of investment performance and investment institution credit ratings. Investment performance and investment placement are reported regularly to Council.

**(c) Credit risk**

Credit risk is the risk of financial loss to Council arising from the non-completion of an obligation under a financial instrument by a party with whom Council has contracted. Council has exposure to credit risk on all financial assets included in the balance sheet. The maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is represented by the carrying amount of that financial asset.

Council manages credit risk exposure through the application of debtor management policies that include arrangement for the timely collection of debts, escalation of recovery actions, and monitoring of debt collection performance. Council also managed credit risk exposure through the application of security bonds and provisions of the Local Government Act 1989 that permit the classification of certain debts as charges against property.

Financial assets classed as trade and other receivables consist of a large number of customers, spread across the consumer, business and government sectors. As Council's main debtors are government departments the credit risk associated with the Council's financial assets is assessed as minimal. Where a credit risk is assessed as probable of realisation an allowance for doubtful debts is raised.

Details of credit risk for transactions that are not included in the balance sheet are disclosed in note 33, contingent liabilities and contingent assets.

**(d) Liquidity risk**

Liquidity risk includes the risk that, as a result of our operational liquidity requirements:

- we will not have sufficient funds to settle a transaction on the date;
- we will be forced to sell financial assets at a value which is less than what they are worth; or
- we may be unable to settle or recover a financial assets at all.

To mitigate liquidity risk the entity has developed long term financial management strategies containing liquidity and cash flow targets, and regularly monitors budget performance and cash flows against forecasts. The entity has established access to overdraft facilities.

Council's exposure to liquidity risk is deemed insignificant based on prior periods' data, cash flow and liquidity forecasts, and current assessment of risk.

**(e) Fair value**

Unless otherwise stated, the carrying amount of financial instruments reflect their fair value.

**Fair value hierarchy**

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

## Financial Statements

Notes to the Financial Report  
For the Year Ended 30 June 2015

## Note 34 Financial Instruments (cont.)

## (f) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the consolidated entity believes the following movements are 'reasonably possible' over the next 12 months. Market interest rates are sourced from the Reserve Bank of Australia.

- a parallel shift of +1% and -2% in market interest rates from year-end rates of 2.00%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

## Note 35 Related party transactions

## (i) Responsible Persons

Names of persons holding the position of a Responsible Person at the Council at any time during the year are:

Councillors	
	Councillor Downie (Re-elected 8 November 2012)
	Councillor Galbally (Elected 8 November 2012)
	Councillor Gough (Re-elected 8 November 2012)
	Councillor Grivokostopoulos (Elected 8 November 2012, Mayor from 12 November 2015 to 2 December 2014)
	Councillor Haynes (Elected 8 November 2012)
	Councillor Keiner (Elected 8 November 2012)
	Councillor McLash (Elected 8 November 2012, Mayor from 3 December 2014)
	Councillor O'Brien (Elected 8 November 2012)
	Councillor Yang (Re-elected 8 November 2012)

Chief Executive Officer	
	Mr Joe Carbone (Appointed Chief Executive Officer on 21 January 2013)
	Mr Leigh Harrison (Appointed as Acting Chief Executive between 20 October 2014 to 3 November 2014)
	Ms Teresa Dominik (Appointed as Acting Chief Executive between 25 December 2014 to 9 January 2015)

## (ii) Remuneration of Responsible Persons

The numbers of Responsible Officers, whose total remuneration from Council and any related entities fell within the following bands:

	2015 No.	2014 No.
Less than \$10,000	-	-
\$10,000 - \$19,999	-	7
\$20,000 - \$29,999	7	-
\$30,000 - \$39,999	-	-
\$40,000 - \$49,999	1	1
\$50,000 - \$59,999	1	1
\$110,000 - \$119,999	-	-
\$170,000 - \$179,999	-	-
\$210,000 - \$219,999	-	1
\$250,000 - \$259,999	-	-
\$310,000 - \$319,999	-	1
\$320,000 - \$329,999	1	-
	<u>10</u>	<u>11</u>
	\$'000	\$'000
Total remuneration for the reporting year for Responsible Persons included above amounted to:	615	907

## (iii) Responsible persons retirement benefits

Retirement payments of \$nil were made by the Council to a person who held a position of Responsible Person during the reporting year 2014/15 (2013/14, nil).

## (iv) Loans to responsible persons

No loans have been made, guaranteed or secured by the Council to a Responsible Person during the reporting year 2014/15 (2013/14, nil).

## (v) Transactions with responsible persons

No transactions other than remuneration payments, or the reimbursement of expenses as approved by Council with Responsible Persons, or Related Parties of such Responsible Persons, during the reporting year (2013/14, nil).

**Notes to the Financial Report**  
For the Year Ended 30 June 2015

**Note 35 Related party transactions (cont.)**

**(vi) Senior Officers Remuneration**

A Senior Officer other than a Responsible Person, is an officer of Council who:  
a) has management responsibilities and reports directly to the Chief Executive; or  
b) whose total annual remuneration exceeds \$135,000

The number of Senior Officers other than the Responsible Persons, are shown below in their relevant income bands and includes Senior Officers who commenced or retired during the year.

Income Range:	2015	2014
	No.	No.
<\$120,000	-	4
\$120,000 - \$129,999	-	1
\$130,000 - \$139,999	4	3
\$140,000 - \$149,999	3	7
\$150,000 - \$159,999	10	3
\$160,000 - \$169,999	3	2
\$170,000 - \$179,999	2	1
\$180,000 - \$189,999	-	-
\$190,000 - \$199,999	1	-
\$200,000 - \$209,999	1	2
\$210,000 - \$219,999	-	1
\$220,000 - \$229,999	1	-
\$230,000 - \$239,999	1	1
\$240,000 - \$249,999	1	-
	<b>27</b>	<b>25</b>
	<b>\$'000</b>	<b>\$'000</b>
Total Remuneration, excluding resignation benefits, for the reporting year for Senior Officers included above, amounted to:	4,481	3,589

Employee entitlements paid to Senior Officers who resigned during the 2014/15 year amounted to \$nil (2013/14, \$139,637).

**Note 36 Events occurring after balance date**

No matters have occurred since reporting date that require disclosure in the financial statements.

Financial Statements

Certification of the Financial Report

In my opinion, the accompanying financial report has been prepared in accordance with the Local Government Act 1989, the Local Government (Planning and Reporting) Regulations 2014, Australian Accounting Standards and other mandatory professional reporting requirements.



Kevin Ayre CPA  
Principal Accounting Officer  
8 September 2015

In our opinion, the accompanying financial report presents fairly the financial transactions of Manningham City Council for the year ended 30 June 2015 and the financial position of Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial report to be misleading or inaccurate.

We, the Councillors, have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify the financial report in its final form.



Paul McLeish  
Mayor  
8 September 2015



Michelle Kleinert  
Deputy Mayor  
8 September 2015



Joe Carbone  
Chief Executive Officer  
8 September 2015





**Performance  
Statement**

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Performance Statement

**Performance statements**

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**Performance Statement**

For the year ended 30 June 2015

**DESCRIPTION OF MUNICIPALITY**

Manningham City Council is located in Melbourne's north-eastern suburbs, commencing with its western boundary in Bulleen, 10 kilometres from the Melbourne CBD and extending to Wonga Park at its eastern extremity, 32 kilometres from the CBD. The City is bounded by the Yarra River, Banyule City and Nillumbik Shire in the north, Yarra Ranges Shire in the east, Koonung Creek, Maroondah City and the Cities of Whitehorse and Boroondara in the south and Banyule City and the Yarra River in the west.

The City encompasses a total land area of 114 square kilometres, including a substantial 17% green open spaces. The nonurban areas include a large tract of the Green Wedge, and are used mainly for rural residential living, conservation and small scale agriculture.

As at 30 June 2014, our estimated population was 118,521 people and includes the suburbs of Bulleen, Doncaster, Doncaster East, Donvale, Nunawading (part), Park Orchards, Ringwood North (part), Templestowe, Templestowe Lower, Warrandyte, Warrandyte South and Wonga Park (part).

Version 1.0

**Sustainable Capacity Indicators**

For the year ended 30 June 2015.

<i>Indicator</i> measure	Results 2015	Material Variations
<b>Own-source revenue</b>		
<i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$860	First Local Government Performance Reporting Framework (LGPRF) Reporting year
<b>Recurrent grants</b>		
<i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$110	First LGPRF Reporting year
<b>Population</b>		
<i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$895	First LGPRF Reporting year
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$5,944	First LGPRF Reporting year
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	198	First LGPRF Reporting year
<b>Disadvantage</b>		
<i>Relative socio-economic disadvantage</i> [Index of Relative Socio-economic Disadvantage by decile]	10	First LGPRF Reporting year

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Annual Report 2014/2015

## Performance Statement

Service Performance Indicators  
For the year ended 30 June 2015

<i>Service / indicator / measure</i>	<b>Results 2015</b>	<b>Material Variations</b>
<b>Governance</b>		
<b>Satisfaction</b> <i>Satisfaction with council decisions</i> [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	60	First LGPRF Reporting year
<b>Statutory Planning</b>		
<b>Decision making</b> <i>Council planning decisions upheld at VCAT</i> [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	44.4%	First LGPRF Reporting year
<b>Roads</b>		
<b>Satisfaction</b> <i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	68	First LGPRF Reporting year
<b>Libraries</b>		
<b>Participation</b> <i>Active library members</i> [Number of active library members / Municipal population] x100	16.2%	This indicator only measures members that have borrowed a physical item within 2014/15.
<b>Waste Collection</b>		
<b>Waste diversion</b> <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	53.7%	First LGPRF Reporting year
<b>Aquatic facilities</b>		
<b>Utilisation</b> <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	3.9	A significant redevelopment of the municipal aquatic facilities impacted visitor door counters over 2014/15.
<b>Animal management</b>		
<b>Health and safety</b> <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	24	First LGPRF Reporting year
<b>Food safety</b>		
<b>Health and safety</b> <i>Critical and major non-compliance notifications</i> [Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100	91.6%	First LGPRF Reporting year

**Service Performance Indicators**  
For the year-ended 30 June 2015

<i>Service/indicator/measure</i>	<b>Results 2015</b>	<b>Material Variations</b>
<b>Home and community care</b>		
<b>Participation</b>		
<i>Participation in HACC service</i> [Number of people that received a HACC service / Municipal target population for HACC services] x100	22.6%	First LGPRF Reporting year
<b>Participation</b>		
<i>Participation in HACC service by CALD people</i> [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100	18.5%	First LGPRF Reporting year
<b>Maternal and child health</b>		
<b>Participation</b>		
<i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	98.6%	First LGPRF Reporting year
<b>Participation</b>		
<i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	91.7%	First LGPRF Reporting year

## Performance Statement

Financial Performance Indicators  
For the year ended 30 June 2015

Dimension / indicator / measure	Results	Forecasts				Material Variations
	2015	2016	2017	2018	2019	
<b>Operating position</b>						
<b>Adjusted underlying result</b>						
Adjusted underlying surplus (or deficit)	7.0%	7.6%	8.1%	8.4%	10.0%	The Financial Performance Indicator forecasts for 2016 to 2019 are based on Council's published Strategic Resource Plan projections. The State Government's announced intention to cap rates growth for local government may have the effect of reducing both revenues and expenses over the forecast period. The general trend of an improved underlying result ratio relates to an ongoing strategy to limit the growth of operational expenses.
[Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100						
<b>Liquidity</b>						
<b>Working capital</b>						
Current assets compared to current liabilities	206.1%	176.0%	149.5%	151.8%	143.7%	Council's Working capital ratio is forecast to decrease as surplus funds are applied to fund the replacement and upgrade of community assets as part of the capital works program.
[Current assets / Current liabilities] x100						
<b>Unrestricted cash</b>						
Unrestricted cash compared to current liabilities	60.4%	63.0%	62.7%	62.8%	53.0%	No material variation
[Unrestricted cash / Current liabilities] x100						
<b>Obligations</b>						
<b>Loans and borrowings</b>						
Loans and borrowings compared to rates	8.3%	7.9%	7.8%	7.2%	6.9%	No material variation
[Interest bearing loans and borrowings / Rate revenue] x100						
Loans and borrowings repayments compared to rates	0.3%	0.3%	0.3%	0.3%	0.3%	No material variation
[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100						
<b>Indebtedness</b>						
Non-current liabilities compared to own source revenue	8.0%	7.7%	7.5%	7.2%	5.9%	The reduction in the Indebtedness ratio in 2019 relates to the proposed repayment of \$3.6 million of loan funds in 2019/20.
[Non-current liabilities / Own source						

**Financial Performance Indicators**  
For the year ended 30 June 2015

Dimension/indicator/measure	Results	Forecasts				Material Variations
	2015	2016	2017	2018	2019	
<b>Asset renewal</b> <i>Asset renewal compared to depreciation</i> [Asset renewal expenses / Asset depreciation] x100	71.3%	83.5%	124.5%	81.1%	83.9%	High asset renewal ratio in 2017 relates to Council's plan to replace 130,500 waste bins across the municipality.
<b>Stability</b> <b>Rates concentration</b> <i>Rates compared to adjusted underlying revenue</i> [Rate revenue / Adjusted underlying revenue] x100	76.5%	78.6%	78.1%	79.3%	79.5%	No material variation
<b>Rates effort</b> <i>Rates compared to property values</i> [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.2%	0.2%	0.3%	0.3%	0.3%	No material variation
<b>Efficiency</b> <b>Expenditure level</b> <i>Expenses per property assessment</i> [Total expenses / Number of property assessments]	\$2,282	\$2,325	\$2,403	\$2,489	\$2,570	The Financial Performance Indicator forecasts for 2016 to 2019 are based on Council's published Strategic Resource Plan projections. The State Government's announced intention to cap rates growth for local government may have the effect of reducing both revenues and expenses over the forecast period.
<b>Revenue level</b> <i>Average residential rate per residential property assessment</i> [Residential rate revenue / Number of residential property assessments]	\$1,832	\$1,922	\$2,015	\$2,119	\$2,273	
<b>Workforce turnover</b> <i>Resignations and terminations compared to average staff</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	8.3%	9.5%	9.5%	9.5%	9.5%	No material variation

**Performance Statement****Other Information**

For the year ended 30 June 2015

**BASIS OF PREPARATION**

Council is required to prepare and include a performance statement within its Annual Report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014.


Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics). The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's Strategic Resource Plan.

The forecast figures included in the performance statement are those adopted by council in its Strategic Resource Plan on 23 June 2015 and which forms part of the Council Plan. The Strategic Resource Plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Such forward-looking statements by their nature are subject to known and unknown risks and other factors that may result in actual outcomes being materially different from those expressed or implied here. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The Strategic Resource Plan can be obtained by contacting council.



## Certification of the performance statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.


  
Kevin Ayre CPA  
**Principal Accounting Officer**  
8 September 2015


In our opinion, the accompanying performance statement of the Manningham City Council for the year ended 30 June 2015 presents fairly the results of council's performance in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the council and by the Local Government (Planning and Reporting) Regulations 2014 to certify this performance statement in its final form.

  
Paul McLeish  
**Mayor**  
8 September 2015

  
Michelle Kleinert  
**Deputy Mayor**  
8 September 2015

  
Joe Carbone  
**Chief Executive Officer**  
8 September 2015

## Glossary

TERMS	
<b>Active library member</b>	A member of a library who has borrowed a book from the library
<b>Annual report</b>	An annual report prepared by a Council under sections 131, 132 and 133 of the Act
<b>Advisory committee</b>	A committee that assists council with the decision making process and has a councillor representative to assist with the consultation process
<b>Advocacy</b>	Publicly supporting or recommending programs or services on behalf of the community to other tiers of government or service providers for community benefit
<b>Asset expansion expenditure</b>	Expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to existing beneficiaries
<b>Asset expenditure type</b>	The following types of asset expenditure— (a) asset renewal expenditure                      (b) new asset expenditure (c) asset upgrade expenditure                      (d) asset expansion expenditure
<b>Asset renewal expenditure</b>	Expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability
<b>Asset upgrade expenditure</b>	Expenditure that – (a) enhances an existing asset to provide a higher level of service; or (b) increases the life of the asset beyond its original life
<b>Best value</b>	State legislation that requires council to review services to ensure community expectations and value for money
<b>Budget</b>	Council's originally published budget detailing the projected income, expenditure and financial position of council
<b>Capital expenditure</b>	The expenditure on items which are expected to produce future economic benefits for council with a useful life in excess of 12 months
<b>Capital improved value</b>	The market value of the property at the date of valuation including the value of the land and all improvements built on the land
<b>Capital works program</b>	Program of scheduled infrastructure works generally encompassing capital works for road, drainage and building assets
<b>Capitalisation</b>	The process whereby expenditure is charged to an account in the statement of financial position rather than to an expense account
<b>Council plan</b>	The four year plan for the way in which council will deliver its nine strategic objectives
<b>Community grants</b>	Council allocates a sum of money for the community development community grants program as part of the annual budget process. The funding supports not for profit community organisations in Manningham
<b>Community satisfaction survey</b>	A state government requirement whereby councils conduct a survey once a year to obtain community feedback in order to gauge satisfaction levels with council services
<b>Cultural diversity</b>	Celebrating our community's many different cultures expressed through languages, tradition, religions, dress, arts, dance and lifestyle
<b>Governance</b>	Council's responsibility for the economic and ethical performance of the municipality
<b>HACC program</b>	The Home and Community Care program established under the Agreement entered into for the purpose of the Home and Community Care Act 1985 of the Commonwealth
<b>HACC service</b>	Home help, personal care or community respite provided under the HACC program

<b>Infrastructure</b>	Stock of fixed capital equipment including roads, public buildings, footpaths, etc.
<b>Interplan</b>	A service planning tool that enables detailed reporting and analysis of council's progress against the actions listed in the council plan
<b>Key performance indicator</b>	A significant measure used on its own or in combination with other key performance indicators to monitor how well a business is achieving its quantifiable objectives
<b>Local Government model financial report</b>	The Local Government Model Financial Report published by the Department from time to time including on the Department's Internet website
<b>Local law</b>	The laws adopted by council that prohibit, regulate and control activities, events, practices and behaviours within Manningham
<b>Local roads</b>	The municipal road network which is maintained by Manningham council
<b>Manningham Matters</b>	Council's bimonthly newsletter which provides residents with information about council activities. It is delivered to all residents and businesses within Manningham
<b>Manningham planning scheme</b>	Outlines state and local planning policies including zones, overlays and other provisions
<b>Master plan</b>	A plan which outlines a preferred future vision for a particular area. It is usually developed for an area being considered for redevelopment or redesign
<b>Maternal and Child Health Service (MCH)</b>	Service provided by a Council to support the health and development of children within the municipality from birth until school age
<b>Municipal Association of Victoria (MAV)</b>	The lobbying body for Victoria's 79 councils
<b>New asset expenditure</b>	Expenditure that creates a new asset that provides a service that does not currently exist
<b>Non-current assets</b>	All assets other than current assets
<b>Non-recurrent grant</b>	A grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a Council's Strategic Resource Plan
<b>Performance indicator</b>	A statistic identifying the extent of activity in meeting a specific objective
<b>Performance statement</b>	The performance statement prepared by a Council under section 131 of the Act
<b>Principal accounting officer</b>	The person designated by a Council to be responsible for the financial management of the Council
<b>Recurrent grant</b>	A grant other than a nonrecurrent grant
<b>Report of operations</b>	The report of operations prepared by a Council under section 131 of the Act
<b>Reserves</b>	Monies set aside in the statement of financial position for specific purposes in accordance with statutory and discretionary principles
<b>Revised budget</b>	The revised budget prepared by a Council under section 128 of the Act
<b>Risk Management</b>	A policy and process for identifying business risks and controlling the likelihood and/or impact of a risk event occurring
<b>Strategy</b>	A plan of action intended to accomplish specific objectives
<b>Statement of capital works</b>	A statement of capital works prepared in accordance with the Local Government Model Financial Report
<b>Statement of human resources</b>	A statement which shows all Council staff expenditure and the number of full time equivalent Council staff
<b>Sustainable</b>	Meet present day needs without compromising future generations' ability to meet their needs
<b>Triple bottom line</b>	Measures community well being by assessing the economic, social and environmental considerations
<b>Vision</b>	A description of the future we aim to achieve for our city and community
<b>Ward</b>	The delineation of a district within a municipality for the purposes of administration and representation
<b>Wellbeing</b>	A general term to encompass health, happiness, welfare, security, comfort, quality of life and a sense of belonging

## Acronyms

<b>AAS</b>	Australian Accounting Standard
<b>ABS</b>	Australian Bureau of Statistics
<b>AMS</b>	Asset Management Strategy
<b>CALD</b>	Culturally and Linguistically Diverse
<b>CEO</b>	Chief Executive Officer
<b>CFO</b>	Chief Financial Officer
<b>CR</b>	Councillor
<b>EBA</b>	Enterprise Bargaining Agreement
<b>EMT</b>	Executive Management Team
<b>EO</b>	Equal Opportunity
<b>HACC</b>	Home and Community Care
<b>KSA</b>	Key Strategic Activity
<b>MAV</b>	Municipal Association of Victoria
<b>OHS</b>	Occupational Health and Safety
<b>SBS</b>	Strategic Briefing Session
<b>UNHCR</b>	United Nations High Commission for Refugees
<b>VEC</b>	Victorian Electoral Commission

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## Thank you

Thank you for reading Manningham Council's 2014/2015 Annual Report. We hope that this document has given you a good understanding of the achievements of Council in the past 12 months.

Your feedback is valued and can be posted to Manningham Council, PO Box 1, Doncaster VIC 3108, emailed to [manningham@manningham.vic.gov.au](mailto:manningham@manningham.vic.gov.au) or you can call Council on 03 9840 9333.

### ANNUAL REPORT 2014/2015

We are proud to present our 2014/2015 Annual Report. This report provides a comprehensive account of our achievements, our challenges, our aspirations for the future and our commitments to the community. It details our performance against our strategic objectives outlined in the Council Plan 2013 – 2017 and provides an analysis of our financial performance. Most importantly, this report demonstrates the breadth of our operations and the diversity of services delivered on a daily basis to the Manningham community.

### WHY WE HAVE AN ANNUAL REPORT?

Council sees the Annual Report as a key tool to keep residents, businesses, employees and potential employees, State and Federal governments, peak bodies, community groups and organisations informed about its performance and future direction. Along with this, there is a requirement in the *Local Government Act 1989* for all councils to present an Annual Report to the Minister for Local Government by 30 September each year.

### FURTHER READING

We encourage you to visit Council's website which contains information about our services, programs, events, major initiatives, major publications and more. The address is [www.manningham.vic.gov.au](http://www.manningham.vic.gov.au).

### WHERE TO GET A COPY

Hard copies of the Annual Report are available from the Civic Centre, 699 Doncaster Road and local libraries, or call 9840 9333. An electronic copy is available at [www.manningham.vic.gov.au/annualreport](http://www.manningham.vic.gov.au/annualreport)



To view this annual report online visit  
[annualreport.manningham.vic.gov.au](http://annualreport.manningham.vic.gov.au)

**MANNINGHAM CIVIC CENTRE**

699 Doncaster Road, Doncaster  
Melway ref. 33 E12

**COUNCIL DEPOT**

corner Blackburn Road and Warrandyte Road, Doncaster East  
Melway ref. 34 D3

**GENERAL INFORMATION**

phone 03 9840 9333  
fax 03 9848 3110  
email [manningham@manningham.vic.gov.au](mailto:manningham@manningham.vic.gov.au)  
[www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)  
[twitter.com/manninghamcc](https://twitter.com/manninghamcc)  
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For emergencies and to contact Council outside normal  
business hours please call 9840 9333.

**SUSTAINABILITY**

Manningham City Council cares about the environment. This Annual Report is printed on Australian made, 100% recycled Revive Laser Carbon Neutral paper using vegetable-based inks. This has helped reduce global greenhouse gas emissions by more than 272kgs CO<sub>2</sub>-e.



INTERPRETER SERVICES  
9840 9355



## 12.2 Meeting Procedure Law 2015 Adoption

Responsible Manager: Manager Strategic Governance

File No. EF14/31589

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Manager nor the Officer authoring this report has a conflict of interest in this matter.

### SUMMARY

*The current Manningham City Council Meeting Procedure Local Law commenced on the 26 November 2005. Under the Local Government Act all local laws sunset 10 years after they commence. A new Local Law is required to be made prior to the sunset date of 26 November 2015.*

*Council on 16 December 2014 reviewed the Local Law, proposed a new Meeting Procedure Law (the Law) and undertook a statutory public consultation process.*

*Two public submissions were received and are addressed within this report. The Law has also had further independent legal review.*

*Several changes are recommended to be made to the Law, none of which are considered substantial enough to require the Law to be readvertised.*

*If Council adopts the Law, as recommended, the Law will can come into effect on 28 October 2015.*

### 1 BACKGROUND

- 1.1 The current Manningham City Council Meeting Procedure Local Law commenced on the 26 November 2005, however, under the Local Government Act 1989 all local laws sunset 10 years after they commence. Therefore, a new Local Law is required to be made prior to the sunset date of 26 November 2015.
- 1.2 The Meeting Procedure Local Law plays an integral part in Council's governance structure as it provides for the administration of the Council's powers and functions plus gives a mechanism to facilitate the peace, order and good government of the municipal district. It also regulates and controls the election of Mayor, Deputy Mayor and Council representatives on external bodies; the procedures governing the conduct of meetings and the use of the Council's seal.
- 1.3 Council at its December Council Meeting proposed a new Meeting Procedure Law to be placed on public exhibition and sought public submissions pursuant to S223 of the Local Government Act 1989.
- 1.4 The process for the review of the Law was undertaken in accordance with the Better Practice Local Law Strategy developed by the Department of Transport, Planning and Local Infrastructure.

- 1.5 Two public submissions were received, both lodged electronically through 'Your Say Manningham'.
- 1.6 The matters raised in the submissions and the officers response are summarised in Attachment 2.

## **2 PROPOSAL/ISSUE**

- 2.1 Since the exhibition of the proposed Law, Council engaged a legal review of the Law for compliance with the Local Government Act 1989 and alignment with contemporary governance practices. Several areas were identified as follows:
  - Some provisions were inconsistent with the Act which means that they are inoperative unless amended – for example, the Chairperson's right to cast a second vote and the requirements for giving notice of a meeting;
  - The CEO cannot use the Common Seal to evidence a decision made under delegation. It can only be used following the making of a Council resolution (refer clause 6.1); and
  - Clause 46 refers to the procedural and formal motions contained in Schedule 4 however the schedule was not included in the proposed Law.
- 2.2 The review also identified some definitions for words not actually used in the proposed Law which have been removed and some new definitions not previously used have been inserted. Other provisions have been reworded in order for them to be better understood without changing the intent. Other administrative changes include use of paragraph numbering, subheadings and spelling and punctuation changes, where required, to follow current drafting standards adopted by the State Government.
- 2.3 These are all incidental in nature and have not changed the intention of the proposed Law. As such, they have been incorporated in the version attached to this report and recommended for adoption. A list of all changes is contained in Attachment 1.

## **3 FINANCIAL RESOURCE IMPLICATIONS**

- 3.1 There are no financial resource implications for the adoption of the proposed Law.

## **4 SUSTAINABILITY**

- 4.1 The proposed Law will need to be reviewed and updated before the expiry of 10 years.

## **5 CONSULTATION**

- 5.1 Notice of the proposed Law was given in the Manningham Leader on Tuesday 27 January 2015 and in the Victorian Government Gazette on Thursday 29 January 2015. Notice was also given on Council's website and in Manningham Matters in February.
- 5.2 Pursuant to Section 223 of the Local Government Act 1989 any person was able to make a written submission relating to the proposed Law.
- 5.3 The submission period ran from 27 January 2015 to 5.00pm on Monday 2 March 2015.

**6 HUMAN RIGHTS CHARTER**

6.1 The proposed Law has been considered in accordance with the Victorian Charter of Human Rights and Responsibilities. No inconsistencies have been identified. Particular consideration was given to the following rights under the Charter:-

- Right to recognition and equality before the law;
- Right to privacy and reputation;
- Right to freedom of expression;
- Right to take part in public life; and
- Right to a fair hearing.

**7 CONCLUSION**

7.1 It is recommended to adopt the Meeting Procedure Law 2015, as endorsed by Council on 16 December 2014, but with minor changes as recommended.

7.2 In accordance with the provisions of the *Local Government Act 1989*, if the proposed Meeting Procedure Law 2015 (see Attachment 3) is adopted by Council, Council will give notice in the *Victoria Government Gazette*, the *Manningham Leader* newspaper and on Council's website of the adopted Law and the Law will come into effect on 28 October 2015, following the publication of the gazettal notice.

**OFFICER'S RECOMMENDATION**

That:

1. **The Meeting Procedure Law 2015 as shown as Attachment 3 be adopted;**
2. **Public notice, in accordance with section 119(3) of the Local Government Act 1989, of this adoption be placed in the Manningham Leader and the Victoria Government Gazette;**
3. **A copy of the Law be sent to the Minister for Local Government in accordance with section 119(4) of the Local Government Act 1989;**
4. **The Meeting Procedure Law 2015 commence on 28 October 2015 following its publication in the Victoria Government Gazette; and**
5. **Submitters be advised of the decisions made in respect to their submissions.**

**MOVED: GOUGH**  
**SECONDED: O'BRIEN**

**That the Recommendation be adopted.**

**CARRIED**

"Refer Attachments"

1. Changes made to the proposed Meeting Procedure 2015
2. Summary of submissions and responses
3. Proposed Meeting Procedure Law 2015

\* \* \* \* \*

**ATTACHMENT 1**

<b>PART A</b> provides an overview of the changes as endorsed by Council in December 2014 and as publicly advertised in the proposed Act.		
<b>Proposed change</b>	<b>Clause/s</b>	<b>Rationale</b>
Introduce provisions in regards to the election of a Deputy Mayor	2 (b) 14	Not previously incorporated into Law.
Enable signing and sealing of documents to be undertaken under policy or resolution	6.2	Enable process of applying common seal to be undertaken under policy to speed up this administrative process.
Require nomination for the election of Mayor to be seconded	12.1	Revised approach to require a Mover and Seconder for the nomination of Mayor.
Enable candidates for Mayor to address Council, prior to election	12.4 12.5	Enhance process for election of Mayor
Amend process for election of Mayor so that when there are two remaining candidates that have an equality of votes, the first drawn to be declared elected.	13.7 13.8	Revised method of election to enable Mayor to be drawn out as a successful candidate rather than effectively be the "last person standing".
Amend order of business to incorporate existing practices and terminology within Local Law.	16.1	Incorporate verbal question time from the public and move confidential items to the last item on the agenda.
Require notice of meeting and meeting agenda to be placed on Web Site	19.8	Provide for formal notice of meeting to be on the Web Site rather than on the Civic Centre notice board.
Remove requirement for resolution to resume a closed meeting in open session so that it occurs automatically	20.4	Avoid the requirement for additional unnecessary procedural motions.
Include process for apologies and applications for leave of absence	21.2	New provision to clearly articulate and distinguish the processes for apologies and leave of absence.
Provide for recording of any Councillor abstaining in the minutes of meeting.	23.1(f) 44.2	Introduce process for a Councillor to abstain from voting in accord with changes to the Act.
New provision for "Verbal questions from members of the public"	26	Incorporate existing practice into Local Law. This will remove the requirement to adjourn the meeting during this part of proceedings.
Remove reference to Joint Letters	27.1	This is an historic term and practice that is little used and no longer recommended for inclusion in the Local Law. Joint letters will still be received and processed but not required to be

<b>PART A</b> provides an overview of the changes as endorsed by Council in December 2014 and as publicly advertised in the proposed Act.		
		presented to Council.
New provision to clarify that a mover has no right of reply if there has not been a speaker against the motion.	34.2(c)	Clarifying normal rules of debate and to align with existing practice.
Require two or more Councillors to propose a rescission or alteration motion and extend the time for them to be lodged by 6 hours.	41.1	It can be argued that the existing practice of allowing one Councillor to lodge a notice of motion is insufficient to overturn a Council decision.
Amend number of Councillors required to admit urgent business from three quarters to two thirds.	43.1 43.2	Two thirds (6) is seen as a more logical number than three quarters (6.75 that is 7).
<b>Legislative Changes</b>		
Remove reference to Code of Conduct.		Now prescribed in Act.
Amend dates when election of Mayor is to be conducted.	9(a)	Align with updated provisions in Act
Update eligibility provisions for Mayor.	10	Align with updated provisions in Act
Remove reference to Confidential Information.		Duplication of Act.
Remove disclosure of Interest provisions		Provisions no longer apply, superseded by conflict of interest provisions in the Act.
Modify disclosure of conflict of interest provisions	22	Align with updated provisions of Act.

<b>PART B</b> provides the rationale for the changes as proposed after the receipt of public submissions, legal and governance review.		
<b>Note:</b> Some clause numbers have changed from the advertised Law.		
<b>Change</b>	<b>Clause</b>	<b>Rationale</b>
Added more definitions	5.1	As per change.
Use of Common Seal only for documents directly approved by Council.	6.1	The Common Seal can only be used to evidence a Council decision authorising its use. When acting under delegation, the CEO should sign the document on behalf of Council and without the use of the Common Seal unless by policy or resolution specific documents can be signed by the CEO and any one Director with the use of the Common Seal.
Adds the use of a second vote by the Chairperson for election of Deputy Mayor and committee representatives.	14	As per change.
This clause to be deleted.	15.1	Most people and councils are unfamiliar with the Westminster system and clause 15.2 (now 15.1) permits Council to determine any matter concerning meeting procedure.
This clause to be deleted.	15.5	In this part, the singular includes the plural and vice versa, is considered unnecessary
The requirement to have an Opening Prayer has been raised in public submission.	21.0 now 16.1	This is a matter for Council to determine.
This clause has been reworded	17.1	To accord with s91(3a) of the LGA
Clauses have been merged	18.3 & 18.4	To avoid duplication and confusion
Clauses to be deleted.	19.10, 19.11 & 19.12	Cancellation of ordinary meetings should be done by council resolution and the CEO must call a special meeting once called by Council or three Councillors.
Clause has been amended	19.4 now 20.2	To comply with s89(4) of the LGA.
Delete reference to assembly of councillors	22.1 now 26.1	The law is confined to Council Meetings only
This clause to be deleted.	22.5	Covered under cl 23.1(c) now 27.1c).
Part (a) to be deleted	25.4a)	It is unnecessary because covered in 25.4(b) now 29.4a).

<b>PART B</b> provides the rationale for the changes as proposed after the receipt of public submissions, legal and governance review.		
<b>Note:</b> Some clause numbers have changed from the advertised Law.		
This clause to be deleted.	41.5	It is contrary to s90(1)(e) of the LGA
Casting vote to be known as second vote	45.0 now 49.0	As per change
Clauses reworded	45.1 & 45.2 now 49.1 & 49.2	They were contrary to s90(1)(e)
Clause reworded	47.2 now 51.2	The words "or any person requested by the chairperson so to do" that is to remove a person from the meeting is to be deleted as inappropriate and for OH&S reasons.  The following words are recommended to be added as a result of comment by a submitter. "The period of any exclusion will be for the entirety of the meeting at which the offence occurred."
To be added to the Law	Sch 4	Schedule 4 was left out of law

## ATTACHMENT 2

<b>SUBMISSION FROM SUBMITTER ONE</b>	
<b>Submission</b>	<b>Council Response</b>
a. "It would have been helpful to interested parties to have been able to view changes to the existing law in a highlighted form."	a. Comment noted. Track changes have not been used for the attached proposed Law as, due to the many formatting and minor changes made to the document, it would have resulted in a confusing number of underlines and comment balloons. The significant changes being introduced in the proposed Law are shown in attachment 1.
b. "The verbal submissions at the start of the meeting is potentially a recipe for disaster given an allocation of only 30 minutes. Presenters need to be advised of a strict time limit particularly with the more contentious issues. Presenters should be assembled prior to the meeting in an attempt to combine presentations that will often be repetitive. This could be determined by the Mayor and CEO prior to the meeting."	b. Comment disagreed with and no change to proposed Law The proposed Law states that the process for conducting verbal questions will be in accordance with Council policy and guidelines as determined from time to time. While no policy currently exists there are guidelines that have been used since the inception of verbal question time at Council Meetings. These include:- <ul style="list-style-type: none"> <li>• Questioners will be required to register their questions with the Governance Administration Officer(s) in the Council Chamber prior to the 7.00pm start to the Meeting. Questions will be taken in order of registration.</li> <li>• The conduct of the Verbal Public Question Time will be at the discretion of the Mayor.</li> <li>• Questions must not relate to items on the agenda for the night's Council Meeting. Questions relating to agenda items should be submitted as part of the formal public written question time listed on the Council Meeting agenda.</li> <li>• No more than two questions are to be asked and multi-part questions may not be allowed by the Mayor.</li> </ul> There have not been any situations when the 30 minute time limit has been reached and the guidelines have assisted in the process for controlling verbal question time. Therefore, there is no recommendation to make any changes to this part of the proposed Law.
c. "With regard to the expansion of the Mayor's powers of exclusion or suspension are long overdue. However no specific mention of Councillors as well as the public would make this more obvious"	Comment disagreed with and no change to proposed Law This issue only applies to the Mayor being able to request a member of the public or Councillor who may be disruptive or unruly to leave the meeting or have the person removed.
d. "In addition the new law allows for 5 minute adjournments. In the event of an exclusion the adjournment should remain in force until the person removes him or herself from the meeting or a member of Vicpol has removed them. It is also unclear as to the length of time the person or Councillor is excluded for. I believe Council needs to decide on this as in some cases a period of time during the meeting only is appropriate. The simple solution would be for the entirety of this meeting only."	Comment supported. Change to proposed Law to be made. It is for the determination of the Council as to whether the five minute adjournment is sufficient a time period to resolve any unruly behaviour or whether a longer time such as up to 30 minutes (at the Mayors discretion) is required. In regard to the period of time for exclusion from the meeting it is recommended the following words be added to clause 47.2; "The period of any exclusion will be for the entirety of the meeting at which the offence occurred".



**2. SUBMISSION FROM SUBMITTER TWO**

Mr Turner recommended that the words "opening prayer" as stated in Clause 1.20(a) be deleted. The reason given for this recommendation is that it should be done "out of respect for ALL councillors, officers and members of the public present at a meeting, the proceedings should be secular. i.e. not privileging any religion or belief system over any other."

Comment disagreed with and no change to proposed Law  
Each sitting of the Council is preceded by the reciting of the opening prayer. The prayer is as follows:-

*Almighty God we pray for your blessing upon this Council.  
Help and prosper its work for the advancement and benefit of  
its people.*

*So that peace and happiness, unity and justice may be  
established among us all.*

*Amen.*

The reciting of an opening prayer is a non-statutory practice embedded in past meeting procedure local laws and of historical precedent. The form of the prayer has changed over time with the current prayer having been used for many years. The current prayer is considered to be non-denominational and inclusive because it can apply to most major religions and is used as a matter of respect.

ATTACHMENT 3 (Final)

# **Manningham City Council Meeting Procedure Law 2015**

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**MANNINGHAM CITY COUNCIL MEETING PROCEDURE LAW 2015****PART 1 - PRELIMINARY****1. LOCAL LAW**

- 1.1. The City of Manningham's Meeting Procedure Law 2015 is a law made under Parts 2 and 5 of the Local Government Act 1989.

**2. OBJECTIVES OF THE LAW**

- 2.1. The objectives of this Law are to –
- a) provide a mechanism to facilitate the peace, order and good government of the municipal district.;
  - b) regulate and control the election of Mayor, Deputy Mayor and Council representatives on external bodies;
  - c) regulate and control the procedures governing the conduct of Council Meetings;
  - d) regulate and control the use of the Common seal; and
  - e) provide for the administration of the Council's powers and functions.

**3. COMMENCEMENT and REVOCATION DATES**

- 3.1. This Law:-
- a) comes into operation on 28 October 2015;
  - b) ceases to operate on 28 October 2025 unless revoked sooner by Council resolution.
- 3.2. Council's Meeting Procedure Law 2005 is revoked upon the coming into operation of this Law.

**4. APPLICATION OF THE LAW**

- 4.1. This Law applies to Manningham City Council Meetings.

**5. DEFINITIONS**

- 5.1. Unless the contrary intention appears in the Law the following words mean:
- |                      |  |
|----------------------|--|
| "Act"                | means the Local Government Act 1989;   |
| "Acting Chairperson" | means a Councillor elected by Council to temporarily chair a Meeting or part of a Meeting at which the |

	Mayor is not present or at a meeting called in respect to clause 9;
"Agenda"	means the notice paper or business paper for a Council Meeting;
"Chairperson"	means a person appointed to chair a Meeting;
"Chief Executive Officer"	means the Chief Executive Officer of the Council and includes a person acting as the Chief Executive Officer;
"Common Seal"	means Council's Common Seal, the style of which may be determined by the Council from time to time;
"Council"	means the Councillors of the Manningham City Council;
"Council Meeting" or "Meeting"	means an Ordinary or Special Meeting of the Council;
"Councillor"	means a Councillor of the Manningham City Council;
"Deputy Mayor"	means a Councillor elected by Councillors to the position of Deputy Mayor;
"Director"	means a Level 2 senior officer of Council;
"Division"	means the clarification of votes cast by Councillors;
"Mayor"	means a Councillor elected to the position by Councillors;
"Minutes"	means the record of proceedings of a Meeting;
"Municipal District"	means the area governed by the Council;
"Notice of Motion"	means a notice setting out the text of a motion which is proposed to be moved at the next relevant Meeting;
"Offence"	means an act or default contrary to this Law;
"Officer"	means a senior officer as defined under the Act;
"Ordinary Meeting"	means a Meeting at which general business of the Council may be transacted;
"Penalty Unit"	means the meaning ascribed to it by section 110(2) of the Sentencing Act 1991 (as amended from time to time);
"Petition"	means a letter or document which is addressed to the Mayor and Councillors and may include joint letters obviously intended for Council in accordance with any Council policy as adopted from time to time;
"Point of Order"	means a request by a Councillor for a ruling by the Mayor or Chairperson;

"Schedule"	means an attachment to this Law;
"Special Meeting"	means a Meeting convened in accordance with section 84 of the Act.

## **PART 2 – COMMON SEAL**

### **6. USE OF THE COMMON SEAL**

- 6.1. The Common Seal must only be used on the authority of the Council and every document to which the Common Seal is affixed must be signed by the Chief Executive Officer and by –
- a) the Mayor; or
  - b) in the absence of the Mayor, by any one Councillor.
- 6.2. Notwithstanding clause 6.1, Council may from time to time by policy or by resolution determine that documents of a certain class(es) to which the Common Seal is to be affixed be signed by the Chief Executive Officer and any one Director.

### **7. UNAUTHORISED USE OF THE COMMON SEAL IS AN OFFENCE**

- 7.1. Any person who uses the Common Seal without authority is guilty of an offence.

### **8. SAFE CUSTODY OF THE COMMON SEAL**

- 8.1. The Chief Executive Officer shall at all times ensure the safe custody and security of the Common Seal.

## **PART 3 – ELECTION OF MAYOR AND OTHERS**

### **9. WHEN ELECTION HELD**

- 9.1. The Mayor is to be elected at a Meeting held:
- a) after the fourth Saturday in October but not later than 30 November in each year; or
  - b) as soon as possible after any vacancy in the office of Mayor occurs.

### **10. ELIGIBILITY FOR ELECTION**

- 10.1. Any Councillor is eligible for election or re-election to the office of Mayor unless precluded by a VCAT order made under section 81K of the Act.



**11. ACTING CHAIRPERSON**

- 11.1. At the commencement of proceedings to elect the Mayor, the Chief Executive Officer shall invite nominations for an Acting Chairperson to temporarily chair the Meeting to deal with:
- a) the receipt of nominations for Mayor; and
  - b) the election of Mayor.
- 11.2. The Acting Chairperson must not be a candidate for the position of Mayor at that Meeting.

**12. NOMINATIONS FOR POSITION OF MAYOR**

- 12.1. Nominations must be seconded, and the nominee must consent to their nomination.
- 12.2. If the nominee is not present, written notification of consent is required.
- 12.3. Once the Acting Chairperson closes nominations and declares the candidates, a candidate cannot withdraw their candidacy.
- 12.4. Each candidate has a right to address the Council on their candidature. This right is exercised at the discretion of each candidate. The Acting Chairperson shall ask each candidate whether or not they wish to address Council.
- 12.5. A candidate who has declined the invitation to address the Council cannot subsequently request to do so.
- 12.6. Where more than one candidate indicates a desire to address Council, the order of address by each candidate will be determined by lot. The Chief Executive Officer shall have conduct of the lot. In drawing of the lot the candidate whose name is drawn first is the first speaker, the second drawn is the second speaker and so on until an order is determined for all participating candidates.
- 12.7. Each candidate addressing Council has up to three minutes to make their address. No extension of time is permissible. During their address a candidate must not comment on any other candidate.

**13. ELECTION PROCESS FOR POSITION OF MAYOR**

- 13.1. If there is only one nomination, the candidate nominated shall be deemed to have been duly elected.
- 13.2. If there is more than one nomination, the Councillors present at the meeting must vote for one of the candidates, and by a show of hands.
- 13.3. In the event of a candidate receiving a majority of the votes, that candidate shall be declared to have been duly elected.

- 13.4. In the event of no candidate receiving a majority of the votes, the candidate with the fewest number of votes shall be declared to be a defeated candidate and the Councillors present at the meeting shall then vote for one of the remaining candidates by a show of hands.
- 13.5. If one of the remaining candidates receives a majority of the votes, that candidate shall be declared to have been duly elected.
- 13.6. If none of the remaining candidates receive a majority of the votes, the process of declaring the candidate with the fewest number of votes a defeated candidate and voting for the remaining candidates by a show of hands, shall be repeated until one of the candidates receives a majority of votes and who shall be declared to have been duly elected.
- 13.7. In the event of two or more candidates having an equality of votes and one of them having to be declared a defeated candidate, the Acting Chairperson shall have no second vote and the result will be determined by lot. In the drawing of the lot the candidate whose name is first drawn is deemed to be the defeated candidate.
- 13.8. Where there are two candidates remaining and the votes that are cast are equally divided, the Acting Chairperson shall have no second vote, the result of the election must be determined by lot, the first candidate drawn to be declared elected.
- 13.9. The Chief Executive Officer shall have the conduct of the lot.
- 13.10. After the election of the Mayor is determined, the Mayor shall chair the meeting.

#### **14. ELECTION OF DEPUTY MAYOR AND COUNCIL REPRESENTATIVES ON COMMITTEES AND EXTERNAL BODIES**

- 14.1. Council may elect a Deputy Mayor.
- 14.2. The procedure used for the election of Mayor shall be used to elect the Deputy Mayor.
- 14.3. The appointment of Councillors to positions on committees and external bodies will be subject to the voting procedures set out in this Part where the number of candidates exceeds the number of vacant positions.
- 14.4. Despite the restriction contained in clauses 13.7 and 13.8, the Chairperson has a second vote where there is an equality of votes between candidates under this clause.

**PART 4 – COUNCIL MEETINGS AND PROCEDURE****15. GENERAL**

- 15.1. Where a circumstance has not been provided for, is unclear, the Chairperson may elect to have the matter determined by resolution of Council.
- 15.2. The ruling of the Chairperson upon all questions of order and of matters arising in debate shall be final.
- 15.3. The Council may by resolution, adopt policies which complement this Local Law and which facilitate the conduct of Meetings.

**16. ORDER OF BUSINESS AT ORDINARY MEETING OF COUNCIL**

- 16.1. The order of business for Ordinary Meetings of Council will be as follows –
- a) opening prayer and statements of acknowledgement;
  - b) apologies and requests for leave of absence;
  - c) prior notification of disclosures of interest and conflict of interest;
  - d) confirmation of minutes;
  - e) verbal questions from the public
  - f) presentations;
  - g) petitions;
  - h) admission of urgent business;
  - i) officer reports – town planning matters;
  - j) officer reports – other matters;
  - k) rescission or alteration motions
  - l) notices of motion;
  - m) urgent business;
  - n) public question time;
  - o) councillor question time; and
  - p) confidential business (to be considered in camera).
- 16.2. The order of business may only be altered by resolution of the Meeting.

**17. QUORUM AT COUNCIL MEETING**

- 17.1. A quorum at a Council Meeting must be at least a majority of the Councillors of the Council.
- 17.2. No business shall be conducted at any Council Meeting unless a quorum is present.
- 17.3. The Chairperson must commence the Meeting as soon as a quorum is achieved after the specified starting time for the Meeting.

**18. ADJOURNMENT OF COUNCIL MEETING**

- 18.1. Once the Meeting is commenced, Council may from time to time, by resolution, adjourn the Meeting, which is in addition to the power of the Chairperson to adjourn a Meeting under clause 51.1(c)
- 18.2. No discussion is allowed on any motion for adjournment of the Meeting, but if on being put the motion is lost, the subject then under consideration or the next on the Agenda or any other that may be allowed precedence must be resolved on before any subsequent motion for adjournment is made.
- 18.3. If at any Council Meeting a quorum is not present within half an hour after the time appointed for the Meeting, or a quorum is not maintained, the Chief Executive Officer, or next most senior officer present at the Council Meeting, may adjourn the Meeting to any time not more than seven days afterwards.
- 18.4. In the event that an adjourned time and date cannot be determined the Meeting lapses.
- 18.5. Except where any Council Meeting is adjourned to a subsequent hour on the same day, notice of the adjourned Meeting and the time to which the Meeting has been adjourned must be given by the Chief Executive Officer to every Councillor not present at the time of adjournment, as soon as is practicable.

**19. CHAIRING OF COUNCIL MEETINGS**

- 19.1. The Mayor will chair all meetings of Council at which the Mayor is present, unless precluded from doing so because of a disclosed conflict of interest.
- 19.2. In the absence of the Mayor, a Councillor shall be elected as the Acting Chairperson to chair the meeting for the duration of the Mayors absence from the meeting.

**20. DATE, TIME AND PLACE OF COUNCIL MEETINGS**

- 20.1. The date, time and place for all Ordinary Council Meetings shall be fixed by Council from time to time.

- 20.2. Council, or in cases of necessity or urgency, the Mayor in consultation with the Chief Executive Officer, may change the date, time and place for an Ordinary Council Meeting, and the Chief Executive Officer must give at least forty-eight hours notice of such a change to all Councillors and the public unless extraordinary circumstances arise.

#### **21. SPECIAL MEETINGS OF COUNCIL**

- 21.1. The Mayor or at least three other Councillors may call a Special Meeting of Council by delivering written notice to the Chief Executive Officer in sufficient time to enable compliance with clauses 21.2 and 22.1.
- 21.2. Notice of Meetings incorporating or accompanied by an agenda must be given to all Councillors at least forty-eight hours before any Council Meeting.
- 21.3. For Special Meetings of Council to be called for reasons of urgency however, it will be sufficient with the agreement of the Mayor for verbal notice to be given by the Chief Executive Officer, provided that bona-fide attempts are made to contact all Councillors.

#### **22. NOTICE OF MEETINGS**

- 22.1. Notice of Meetings shall be provided to the public in the following manner:
- a) for Ordinary Meetings of Council, notice shall be provided not less than 48 hours prior to the Meeting;
  - b) for clause 20.2, notice shall be provided not less than 48 hours prior to the Meeting unless extraordinary circumstances arise; and
  - c) for Special Meetings of Council notice shall be provided not less than 24 hours prior to the Meeting unless extraordinary circumstances arise:
- 22.2. Notice as stated in 22.1 will be by displaying the meeting agenda on the Council's website.

#### **23. MEETINGS OPEN TO THE PUBLIC**

- 23.1. All Meetings are to be open to members of the public unless, pursuant to clause 24.1 Council resolves to close the Meeting to members of the public.
- 23.2. The Chief Executive Officer may close the doors to the Council Chamber when in open session for reasons of comfort and practicality provided that access is available at all times.

**24. CLOSED MEETINGS**

- 24.1. Council may resolve to close a Meeting for the consideration of any matter contained in section 89 (2) of the Act provided the reason is recorded in the minutes of the Meeting.
- 24.2. This Law continues to apply after Council has closed the Meeting to members of the public.
- 24.3. Upon conclusion of a matter considered in a Meeting closed to members of the public, Council shall resolve to reopen the Meeting.
- 24.4. The minutes of Meetings closed to members of the public will be available for inspection by Councillors and will be confidentially tabled at the Meeting at which they are to be confirmed.

**25. APOLOGIES AND LEAVE OF ABSENCE**

- 25.1. A Councillor who is intending to be absent from an Ordinary Meeting of Council may notify the Chief Executive Officer in advance of the meeting. Any apology for non-attendance will be submitted at the Meeting by the Chief Executive Officer and an apology will be recorded in the minutes of the Meeting.
- 25.2. A Councillor may apply for leave of absence from Council by submitting a written request to the Chief Executive Officer in advance of the period of leave being sort. The Chief Executive Officer will place the request before the next Ordinary Meeting of Council. Council will resolve on whether or not to grant leave of absence. Council cannot unreasonably refuse to grant leave of absence.
- 25.3. An Agenda shall not be delivered to a Councillor who has been granted leave of absence unless the Councillor has, in writing, requested the Chief Executive Officer to continue to provide Agendas for Meetings held during the period of leave.

**26. DISCLOSURE OF CONFLICT OF INTEREST**

- 26.1. If a Councillor has a conflict of interest in a matter before a Council Meeting or Special committee, the Councillor must disclose that conflict and conduct themselves strictly in accordance with the provisions of Division 1A of Part 4 of the Act.
- 26.2. If a Councillor has a conflict of interest in a matter, the Councillor is to complete a "Disclosure of Interest" form as provided in Schedule 3 and lodge it with the Chief Executive Officer prior to or at, the Meeting at which the matter is to be considered, but if at the meeting, no later than when the item is called by the Chairperson.

- 26.3. At each Meeting under the item "Prior Notification of Disclosures of Conflict of Interest", the Chief Executive Officer is to indicate the matters for which notifications of conflict of interest have been received from any Councillor who is not present at the meeting.
- 26.4. If the Councillor having a conflict of interest is present at the Meeting, the Councillor is to disclose the conflict of interest under the item "Prior Notification of Conflict of Interest" or immediately before the consideration of, or discussion on, the item to which the conflict applies.
- 26.5. If the Chairperson has a conflict of interest, the Chairperson must disclose the conflict of interest immediately after calling the item and must vacate the Chair and the chamber for the remainder of that item.

## 27. MINUTES

- 27.1. The minutes shall record the business transacted at each Meeting including:-
- a) the names of the Councillors:
    - i. present; and
    - ii. who have submitted apologies or who have been granted leave of absence;
  - b) the names of the Officers present and their organisational title;
  - c) any disclosures of conflict of interest;
  - d) each motion and amendment moved (including motions that lapse for the want of a seconder) and motions and amendments withdrawn by resolution or by leave of the Meeting;
  - e) whether motions or amendments were carried or lost;
  - f) the vote cast by each Councillor upon a division, either FOR, AGAINST or any Councillor who has ABSTAINED;
  - g) the failure of a quorum;
  - h) closure of a Meeting to members of the public and the reason for the closure; and
  - i) when requested by a Councillor, a record of their opposition to any resolution.
- 27.2. At every Council Meeting, the minutes of the preceding Ordinary Meeting must be dealt with as follows:
- a) if the minutes have been distributed to each Councillor at least 48 hours before the Meeting, a motion must be passed for the confirmation of the minutes; or
  - b) if the minutes have not been so distributed, the minutes must be held over for confirmation at the next Meeting.
- 27.3. Minutes of a Special Meeting will be listed for confirmation at an appropriate Ordinary Meeting of Council.

- 27.4. No discussion or amendment is permitted on the minutes except as to their accuracy as a record of the proceedings.
- 27.5. Once the minutes are confirmed, with or without amendment, they must be signed by the Chairperson of the Meeting at which they were confirmed.

#### **28. COUNCILLORS' QUESTION TIME**

- 28.1. Question time at Ordinary Meetings of the Council is to enable Councillors to address questions to Officers but this does not restrict the right of a Councillor to ask for information during the course of debate on other items of business as set out on the Agenda.
- 28.2. Questions may be asked with or without notice.
- 28.3. A question upon notice must be delivered to the Chief Executive Officer not later than 12 noon on the second Monday prior to the time fixed for holding the Meeting at which the question on notice will be asked and the Chief Executive Officer must include the question on the Agenda for the Meeting.
- 28.4. An Officer is not obliged to answer a question without notice.
- 28.5. The Officer may answer the question or reply that notice is required.
- 28.6. If an Officer does not answer a question asked without notice a written response is to be provided to all Councillors no later than the second Friday after the Meeting.
- 28.7. All questions and answers must be as brief as possible and no discussion is allowed.
- 28.8. A question may be disallowed by the Chairperson if it:
- a) relates to a matter other than Council business;
  - b) is defamatory, indirect, obscure, abusive or objectionable in language or substance;
  - c) is repetitive of a question already answered (whether at the same or an earlier Meeting);
  - d) is confidential in nature and is of legal significance; or
  - e) is asked to embarrass Council, a Councillor or an Officer.

#### **29. QUESTIONS FROM MEMBERS OF THE PUBLIC**

- 29.1. There shall be a public question and answer time, to be known as "public question time", at every Ordinary Meeting of Council to enable members of the public present in the gallery to address written questions to Council.
- 29.2. Public question time shall be for a period of up to half an hour and shall be taken in the order prescribed in clause 16.1.



- 29.3. Members of the public will be required to submit a question form as provided in Schedule 1, indicating their name and the subject matter and depositing the form in the question box located in the gallery up to the time that the Mayor takes public question time business.
- 29.4. The procedure and sequence for dealing with a question shall be:
- a) provided that the questioner is present in the gallery the Chief Executive Officer shall read the question; and
  - b) the Mayor may invite the questioner to address the Council on points of clarification or elaboration, the duration of which is at the Mayor's discretion; and
  - c) the Mayor may answer the question or direct the question as the Mayor deems appropriate.
- 29.5. A Councillor or Officer may answer a question without notice, or take the question on notice.
- 29.6. If a Councillor or Officer replies to a question asked without notice that notice is required, then notice shall be treated as having been given and the question shall be subject to written reply from the Councillor or the Chief Executive Officer on behalf of an Officer no later than the second Friday after the Meeting.
- 29.7. All questions and answers shall be as brief as possible and no discussion shall be permitted on any question.
- 29.8. The number of questions that may be asked by any one person shall be limited to two.
- 29.9. The number of questions that may be asked on any issue shall be limited to two.
- 29.10. A question may be disallowed by the Mayor on the ground that it:
- a) relates to matters beyond Council's powers;
  - b) is confidential in nature and is of legal significance;
  - c) is defamatory, indecent, abusive or objectionable in language or substance;
  - d) is repetitive of a question already answered; or
  - e) is asked to embarrass the Council, a Councillor or an Officer.

### **30. VERBAL QUESTIONS FROM MEMBERS OF THE PUBLIC**

- 30.1. In addition to public question time provided for under clause 29, there shall be a time provided at every Ordinary Meeting of Council to enable members of the public to ask questions of Council which shall be known as "verbal questions from members of the public".

- 30.2. The time allowed for verbal questions from members of the public shall be a period of up to half an hour and shall be taken in the order prescribed in clause 16.1.
- 30.3. The process for conducting verbal questions from members of the public will be in accordance with any Council policy or guidelines.

### **31. PETITIONS & SUBMISSIONS**

- 31.1. Petitions are to be presented by Councillors at the Meeting in accordance with any Council policy.
- 31.2. Council will hear submitters afforded statutory rights of address and other submitters in accordance with any Council policy.

### **PART 5 – CONDUCT OF DEBATE**

#### **32. CALL TO ORDER**

- 32.1. Councillors and Officers shall, at all times, stand when speaking, unless precluded by physical disability from standing.
- 32.2. A Councillor when speaking shall not be interrupted unless a point of order is called, when that Councillor shall sit down, and the Councillor calling the point of order shall be heard and the matter determined by the Chairperson before the Councillor may resume speaking or any other subject is considered.
- 32.3. A point of order may be taken on the grounds that the matter is –
- a) contrary to this Local Law;
  - b) defamatory;
  - c) irrelevant;
  - d) outside Council's power;
  - e) improper; or
  - f) frivolous or vexatious.

#### **33. USE OF TITLES**

- 33.1. Councillors and Officers, when speaking, shall designate each other by their respective titles of Mayor, Councillor or Officer as the case may be.

**34. PERSONAL REFLECTION**

- 34.1. All imputations of improper motives and all personal reflections on Councillors and Officers and disobedience of the ruling of the Chairperson on any matter shall be deemed disorderly.

**35. DISORDERLY OR OFFENSIVE BEHAVIOUR**

- 35.1. If a Councillor uses an expression or makes any imputation or reflection which, in the opinion of the Chairperson, is disorderly or capable of being applied offensively to any other Councillor or Officer, the Councillor shall be required by the Chairperson to withdraw the expression, and make a satisfactory apology to Council.
- 35.2. If a Councillor uses offensive or disorderly language or otherwise behaves in a manner which in the opinion of the Chairperson is offensive, disorderly or disturbing to the debate or proceedings of Council, the Councillor shall be required by the Chairperson to withdraw the expression and to apologise for such conduct.
- 35.3. If, after having been twice called to order or to withdraw an expression and to apologise for such conduct, the Councillor fails or refuses to do so or whenever any Councillor fails or refuses to obey the ruling or order of the Chairperson on any matter, the Chairperson may refuse to hear the Councillor further upon the matter then under discussion and call upon the next speaker, or adjourn the sitting of Council.

**PART 6 – RULES ON SPEAKING****36. ORDER OF SPEAKING**

- 36.1. If two or more Councillors rise to speak at the same time, the Chairperson shall decide the order of speaking.

**37. CHAIRPERSON MAY SPEAK**

- 37.1. The Chairperson may address a Meeting upon any matter under discussion.

**38. LIMITATION ON SPEAKING**

- 38.1. The mover of a motion can speak once to the motion, once to each amendment and can exercise a right of reply on the motion, subject to clause 38.2.
- 38.2. The mover of a motion –

- a) has a right of reply on the motion where an amendment to the motion has been carried;
  - b) has the right of reply where the mover has, in accordance with clause 43.15, changed the wording of a motion provided that no amendment has been carried;
  - c) has no right of reply on the motion where there has not been a speaker against the motion;
  - d) can only exercise a right of reply immediately prior to the motion being put; and
  - e) has no right of reply in relation to any amendment prior to such amendment being put.
- 38.3. The mover of an amendment can speak once to the motion and once to their own or any other amendment.
- 38.4. The mover of an amendment has no right of reply.
- 38.5. No Councillor may speak longer than the time set out below, unless granted an extension by the Meeting:
- a) five minutes, if the Councillor is the mover of a motion;
  - b) three minutes, for any other Councillor speaking to a motion or amendment; and
  - c) two minutes, for the mover of a motion exercising a right of reply.
- 38.6. A motion for an extension of time once carried, shall allow a Councillor a further two minutes to speak and no further extension shall be permitted.

#### **39. PERSONAL EXPLANATION**

- 39.1. A Councillor or Officer may, at a Meeting at a time permitted by the Chairperson, make a personal explanation for a period not exceeding two minutes on any statement made by a Councillor or Officer at that Meeting reflecting on that Councillor or Officer.
- 39.2. A personal explanation shall not be debated.

#### **40. DIGRESSION**

- 40.1. A Councillor shall not digress from the subject matter of the motion under debate.

**PART 7 – STANDING ORDERS****41. ENFORCEMENT OF STANDING ORDERS**

- 41.1. A Councillor may require compliance with the provisions of this Law by the Meeting by directing the attention of the Chairperson to a non-compliance.

**42. SUSPENSION OF STANDING ORDERS**

- 42.1. Any of the provisions of this Law, with the exception of :-

- a) quorum of Council;
- b) election of Mayor;
- c) motions to rescind resolutions;
- d) suspension of Standing Orders;
- e) conflicts of interest;
- f) formal or procedural motions;
- g) urgent business; and
- h) confidential information;

may be suspended on a particular occasion to enable the formalities of meeting procedure to be waived.

- 42.2. When a motion for the suspension of any one or more of the provisions of this Law is moved, the mover shall be entitled to speak on the subject for the purpose of advancing reasons for moving the motion, but no further discussion on the motion shall be allowed.

**PART 8 – MOTIONS, AMENDMENTS AND VOTING****43. MOTIONS AND AMENDMENTS**

- 43.1. A Councillor who proposes a motion or amendment must state the motion or amendment before addressing Council in support of it.
- 43.2. A motion or amendment is to be so worded that the meaning is clear and unambiguous and shall not be defamatory or objectionable in language or nature.
- 43.3. The Chairperson may require a motion or amendment to be put in writing before it is considered.
- 43.4. No motion or amendment will be discussed unless it is seconded.
- 43.5. If there is no seconder, the motion or amendment lapses.

- 43.6. If there is a seconder, the Chairperson will call upon the mover to address the meeting. The mover may exercise this right, decline the opportunity to speak or defer speaking.
- 43.7. Thereafter the seconder will be entitled to speak. The seconder may exercise this right or decline the opportunity to speak but cannot defer speaking.
- 43.8. The Chairperson will call for a speaker against the motion.
- 43.9. Where the mover of the motion or amendment elects to defer and there is a speaker against the motion or amendment the Chairperson will offer the mover the opportunity to speak to the motion or amendment prior to hearing the Councillor speak against the motion or amendment.
- 43.10. In circumstances where the mover has chosen to defer speaking to the motion and an amendment is moved and seconded, the mover of the motion may exercise the right to speak to the amendment subject to clause 38.2, however the mover no longer has the right to speak to the motion pursuant to clause 43.9. Where an amendment is lost the mover of the motion retains the right of reply on the motion pursuant to clause 38.2.
- 43.11. The Chairperson will then call for speakers for and against the motion in alternate sequence.
- 43.12. When the sequence of alternate speakers is exhausted, notwithstanding that there are further speakers wishing to be heard on one side of the motion, the Chairperson shall put the motion.
- 43.13. Any Councillor except for the mover or seconder of the original motion may move or second an amendment.
- 43.14. The Chairperson shall take speakers for and against an amendment in alternate sequence in the same manner as for motions.
- 43.15. The mover of a motion or amendment may, with the consent of the seconder, change the wording of the motion or amendment unless any Councillor opposes the change.
- 43.16. A Councillor calling the attention of the Chairperson to a point of order is not regarded as speaking to the motion or the amendment.
- 43.17. No motion or amendment may be withdrawn without the consent of the Meeting.
- 43.18. Amendments must be dealt with one at a time.
- 43.19. An amendment must be relevant to the motion upon which it is moved.
- 43.20. An amendment must not be considered until any previous amendment is decided upon but amendments may be foreshadowed.

- 43.21. If an amendment is carried it becomes the substantive motion and mover and seconder of the amendment become the mover and seconder of the substantive motion. Debate recommences as for a new motion..
- 43.22. If a proposed amendment effectively negates the substance of the motion, it shall be disallowed and ruled to be a foreshowed alternative motion and shall only be considered in the event that the motion is lost.
- 43.23. At any time during debate any Councillor may foreshadow a motion or amendment to inform the Meeting of their intention to move a motion or amendment at a later stage in the Meeting.
- 43.24. Any foreshadowed motion or amendment must relate to the matter under discussion.

#### **44. NOTICES OF MOTION**

- 44.1. A Notice of Motion must be in writing and given to the Chief Executive Officer by noon on the second Monday prior to the date fixed for holding the Meeting.
- 44.2. The Chief Executive Officer must date and number all Notices of Motion in the order received.
- 44.3. A Notice of Motion that is listed on the Agenda shall lapse, unless the motion is moved by the Councillor who submitted it or by any other Councillor present if the Councillor who submitted it is absent or elects not to move it.
- 44.4. A Notice of Motion may be amended and the mover and seconder of the motion may accept a proposed amendment or amend the motion if leave is granted.
- 44.5. If a Notice of Motion whether amended or not, is lost, a similar motion cannot again be put before a Council Meeting for three calendar months from the date it was lost, unless a notice signed by a majority of Councillors is submitted to the Chief Executive Officer.
- 44.6. Further motions are only permissible in relation to a Notice of Motion that is carried, and not permissible in relation to a Notice of Motion that is not carried.
- 44.7. A Notice of Motion cannot be considered in relation to a matter that is the subject of a rescission motion within three calendar months of the rescission motion having been dealt with, unless a notice signed by a majority of all Councillors is submitted to the Chief Executive Officer.

**45. RESCISSION OR ALTERATION OF RESOLUTIONS**

- 45.1. Two or more Councillors may propose a motion to rescind or alter a resolution of Council provided that notice of the motion is delivered to the Chief Executive Officer by 5.00pm on the next working day following the Meeting of Council at which the resolution proposed to be rescinded or altered was adopted, outlining the resolution to be rescinded or altered and the date of the meeting at which the resolution was adopted.
- 45.2. Rescission or alteration motions are to be lodged on a form provided for this purpose as appearing in Schedule 2.
- 45.3. No action will be taken to implement a resolution on which a rescission or alteration motion has been lodged pursuant to clause 46.2.
- 45.4. A rescission or alteration of a previous resolution must be passed by a majority of the whole Council.
- 45.5. Rescission or alteration motions are not permissible in respect of planning permit resolutions, planning scheme amendment resolutions or contract/tender acceptance resolutions.
- 45.6. A rescission or alteration motion is not permissible in respect of a rescission or alteration motion that has been carried.
- 45.7. In the event that a rescission motion is carried, a further motion is permissible in respect of that matter.

**46. FORMAL OR PROCEDURAL MOTIONS**

- 46.1. A procedural motion, unless otherwise prohibited, may be moved at any time and shall be dealt with in accordance with Schedule 4.
- 46.2. A procedural motion is required to be seconded.
- 46.3. Unless otherwise provided, debate on a procedural motion is not permitted and the mover does not have a right of reply.
- 46.4. Unless otherwise provided a procedural motion cannot be amended.

**47. URGENT BUSINESS AT ORDINARY MEETINGS OF COUNCIL**

- 47.1. Council may resolve, by not less than a two-thirds majority of those present at an Ordinary Meeting of Council, to admit (without the required notice) an item considered to be urgent business under clause 16.1(m).
- 47.2. Council may admit further items of urgent business at any time during an Ordinary Meeting of Council, by not less than a two thirds majority vote, subject to all Councillors who were in attendance at the commencement of the meeting being present at the time such motion to admit is put.



**48. VOTING**

- 48.1. For a vote to be valid, it must be personally cast by a Councillor at the meeting.
- 48.2. When called upon by the Chairperson, voting shall be by a show of hands.
- 48.3. To determine the result, the Chairperson shall put the motion or amendment first in the affirmative, then in the negative.
- 48.4. The Chairperson may require a recount to be taken and shall declare the result.

**49. SECOND VOTE**

- 49.1. If the number of votes in favour of a motion is half of the Councillors present at the Meeting at the time the vote is taken, the Chairperson has a second vote.
- 49.2. Clause 49.1 does not apply in the event of an equality of votes in respect of a rescission or alteration motion, or in cases where the Act provides that a matter or amendment is to be determined by lot.

**50. DIVISIONS**

- 50.1. A division may be requested by any Councillor, on any matter, subject to such request being made to the Chairperson immediately prior to, or immediately after, a vote is taken.
- 50.2. Once a division has been requested, the Chairperson will call for those Councillors voting for the motion to stand and be named and then those Councillors voting against it to also stand and be named.
- 50.3. Once named Councillors will resume their seats.
- 50.4. All Councillors who cast votes originally must remain in the Chamber whilst the division is taken.
- 50.5. Councillors who were absent for the original vote but who have returned in time to vote on the division may cast a vote.
- 50.6. The Chairperson will then declare the result of the division.
- 50.7. The result of the division supersedes the result of the original vote.

**PART 9 – CHAIRPERSON'S DUTIES AND DISCRETIONS****51. CHAIRPERSON**

- 51.1. The Chairperson has the following additional duties and discretions:
- a) the Chairperson must not accept or entertain any motion, question or statement which is derogatory, defamatory or embarrassing to any Councillor, member of staff, ratepayer or member of the public;
  - b) the Chairperson must call to order any person including any Councillor who is disruptive or unruly during any Meeting and any person who, having been twice so called to order fails to comply with the Chairperson's call, will be guilty of an offence;
  - c) the Chairperson may without resolution adjourn for a period not exceeding five minutes any Meeting which has in the opinion of the Chairperson become unruly to the extent that the business of the Meeting cannot be reasonably continued; and
  - d) the Chairperson may remain seated during all or any part of any Meeting.
- 51.2. Any person referred to in clause 52.1(b) who upon being requested by the Chairperson to leave such meeting does not do so may be forthwith removed, and any member of the police force may remove such person. The period of any exclusion will be for the entirety of the meeting at which the offence occurred.

**52. ELECTRONIC RECORDING OF MEETINGS BY THE PUBLIC**

- 52.1. Councillors and members of the public are not permitted to have electronic or mobile recording devices turned on within the confines of the Council chamber during a Meeting. The Mayor has the discretion to waive this requirement in extenuating circumstances.
- 52.2. The Chairperson has absolute discretion to have terminated the electronic recording of a Meeting by the public where in the opinion of the Chairperson the electronic recording is unnecessarily impacting on the meeting.

**PART 10 – ENFORCEMENT AND PENALTIES****53. ENFORCEMENT AND PENALTIES**

- 53.1. Council may, by resolution, institute proceedings in the corporate name of Council in circumstances where clause 7 or 52.1(b) of this Law has been breached;

- 53.2. The maximum penalty for an offence against the provisions of clause 7 or 52.1(b) of this Law is:
  - a) 10 penalty units for a first offence; and
  - b) 20 penalty units for a second or subsequent offence.

THE COMMON SEAL of                                    )  
 MANNINGHAM CITY COUNCIL                            )  
 was hereunto affixed in the presence of:        )

..... Mayor/Councillor

..... Chief Executive Officer

**SCHEDULE 1**

**Question form for use by members of the public**

This form is required to be completed and placed in the question box located in the gallery for this purpose by the time the Mayor calls on the business of public question time.

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**QUESTION 1:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**QUESTION 2:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**GUIDELINES FOR THE CONDUCT OF PUBLIC QUESTION TIME AT ORDINARY MEETINGS OF COUNCIL:**

1. Public question time shall be taken in the normal order of business listed on the Agenda and after any urgent items of business.
2. A question must be put in writing and for the question to proceed the person asking the question must be present in the gallery when the question is called on.
3. At the discretion of the Mayor the questioner may be invited to clarify or elaborate on the question.
4. The duration of any address by the questioner is at the discretion of the Mayor.
5. The Mayor may answer the question or direct it as deemed appropriate.
6. The number of questions that any person may ask shall be limited to two.
7. The number of questions that may be asked on any one issue shall be limited to two.

**SCHEDULE 2**

**Rescission or Alteration Motions**

The following guidelines apply for the lodgement of a notice of intention to move that a resolution passed by Council be rescinded or altered:

- 1. Notices of rescission or alteration must be in the correct format, viz:

It is my intention to move at the Ordinary Meeting of Council to be held on / /

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- 2. Such notices are to be signed by at least two Councillors and lodged with the Chief Executive Officer or nominee by 5 pm on the day following the Council meeting.

Cr .....  
(print name)

Cr .....  
(print name)

.....  
(signature)

.....  
(signature)

Received by ..... at ..... on .....  
(Officers name) (time) (date)

Manningham City Council Meeting Procedure Law 2015

SCHEDULE 3

Disclosure of Conflict of Interest Form

This form is to be completed by a Councillor at the earliest opportunity after the Councillor has identified that he/she has a conflict of interest in an item listed on a Council agenda.

I, Councillor ..... , declare that I have a conflict of interest in

Item Number ..... on the agenda for the Council Meeting to be held on .....

Relating to .....

The type of interest is:

- Direct Interest
  - Indirect Interest
    - Close association
    - Financial
    - Conflicting Duty
    - Applicable Gift
    - Party to the matter
    - Residential amenity
- (Please tick the relevant type of interest)

The nature of the conflict of interest being that.....  
.....

Signature ..... Name ..... Date .....

- \* I will be attending the meeting.
  - \* I will be an apology for the meeting.
- (\* Please strike out the one that is not applicable.)

Form received by Chief Executive Officer:

Signed .....

Dated .....

**SCHEDULE 4**

**FORMAL MOTIONS – PROCEDURE AND EFFECT**

FORMAL MOTION	FORM	WHO CAN MOVE OR SECOND	IS A SECONDER REQUIRED?	MATTERS IN RESPECT OF WHICH MOTION MAY BE MOVED	WHEN MOTION PROHIBITED	EFFECT IF CARRIED	EFFECT IF LOST
Adjournment of debate to later hour/date	That this matter be adjourned until .....	Any Councillor	Yes	Any matter	(a) During the election of the Chairperson (b) When another Councillor is speaking	Motion and amendments postponed to the stated time/date	Debate continues unaffected
Adjournment of debate indefinitely	That this matter be adjourned until further notice	Any Councillor	Yes	Any matter	(a) During the election of the Chairperson (b) When another Councillor is speaking (c) When the matter is one in respect of which a call of Council has been	Motion and amendments postponed but may be resumed: (a) At the same meeting upon motion to resume (b) At any later meeting if on the Agenda	Debate continues unaffected

Manningham City Council Meeting Procedure Law 2015

FORMAL MOTION	FORM	WHO CAN MOVE OR SECOND	IS A SECONDER REQUIRED?	MATTERS IN RESPECT OF WHICH MOTION MAY BE MOVED	WHEN MOTION PROHIBITED	EFFECT IF CARRIED	EFFECT IF LOST
Adjournment of meeting to later hour/date	That this meeting be adjourned until .....	Any Councillor	Yes	Any matter	made (a) During the election of the Chairperson (b) When another Councillor is speaking	Meeting adjourns immediately until the stated time/date	Debate continues unaffected
Adjournment of meeting indefinitely	That this meeting be adjourned until further notice	Any Councillor	Yes	Any matter	(a) During the election of the Chairperson (b) When another Councillor is speaking (c) During a meeting which is a call of the Council	Meeting adjourns until further notice	Debate continues unaffected
Deferral of matter/item	That this matter be deferred until .....	Any Councillor	Yes	Any matter	(a) During the election of the Chairperson (b) When another	Matter/item deferred to the stated time/date	Debate continues unaffected



Manningham City Council Meeting Procedure Law 2015

FORMAL MOTION	FORM	WHO CAN MOVE OR SECOND	IS A SECONDER REQUIRED?	MATTERS IN RESPECT OF WHICH MOTION MAY BE MOVED	WHEN MOTION PROHIBITED	EFFECT IF CARRIED	EFFECT IF LOST
Withdrawal of item	That this matter be withdrawn	Any Councillor	Yes	Any matter	Councillor is speaking (a) During the election of the Chairperson (b) When another Councillor is speaking	Consideration starts afresh Matter/item withdrawn from consideration	Debate continues unaffected
The Closure	That the question be now put	A Councillor who has not moved, seconded or spoken to the motion or any amendment of it	Yes	Any matter	During nominations for Chairperson (A closure motion shall not be accepted by the Chairperson unless the Chairperson considers that there has been sufficient debate for and against the motion or amendment)	Motion or amendment in respect of which the closure is carried is put to the vote immediately	Debate continues unaffected
Laying the matter on the table	That the matter lie on the table	A Councillor who has not moved, seconded or	Yes	Any matter	(a) During the election of the	Motion and amendments not further discussed	Debate continues unaffected

Manningham City Council Meeting Procedure Law 2015

FORMAL MOTION	FORM	WHO CAN MOVE OR SECOND	IS A SECOND REQUIRED?	MATTERS IN RESPECT OF WHICH MOTION MAY BE MOVED	WHEN MOTION PROHIBITED	EFFECT IF CARRIED	EFFECT IF LOST
		spoken to the motion or any amendment of it			Chairperson (b) During a meeting which is a call of the Council	or voted on until: (a) Council resolves to take the question from the table at the same meeting (b) Matter is placed on a future Agenda and the Council resolves to take the question from the table	
Proceeding to the next business	That the meeting proceed to the next business	A Councillor who has not moved, seconded or spoken to the motion or any amendment of it	Yes	Any matter	(a) During the election of the Chairperson (b) During a meeting which is a call of the Council	(a) If carried in respect to a motion, its effect is to remove that motion from consideration (b) If carried in respect to an amendment, its effect is to dispose of the amendment	Debate resumed at point of interruption

Manningham City Council Meeting Procedure Law 2015

FORMAL MOTION	FORM	WHO CAN MOVE OR SECOND	IS A SECONDER REQUIRED?	MATTERS IN RESPECT OF WHICH MOTION MAY BE MOVED	WHEN MOTION PROHIBITED	EFFECT IF CARRIED	EFFECT IF LOST
						and debate resumes upon the substantive motion	

## 12.3 Variation of Lease between Council and Manningham Community Health Services Limited - Post Submissions

Responsible Director: Graham Brewer

File No. .

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

### SUMMARY

*On 28 July 2015 Council considered a report in relation to Manningham Community Health Services Limited's request to undertake, at its cost, alterations to the occupied Premises at 40-44 Balmoral Avenue, Templestowe Lower in order to better meet its service delivery, and further, to vary the lease by providing one additional further term of 4 years to the existing terms.*

*On that occasion Council resolved to give public notice of its intention to vary the lease pursuant to sections 190 and 223 of the Local Government Act 1989 ('the Act').*

*A public notice of the proposal was published in the Manningham Leader newspaper on 3 August 2015. Submissions closed on 31 August, 2015. No submissions were received. In the absence of submissions, the Council can now resolve whether or not to grant the proposed variation of lease.*

### 1 BACKGROUND

- 1.1 Please refer to the attached copy of the report to Council on 28 July 2015 for background on the proposal (Attachment 1).
- 1.2 No submissions were received on the proposal to vary the existing lease with Manningham Community Health Services Limited ('Tenant') to provide one additional further term of 4 years to the existing lease terms. If Council resolves to vary the lease, conditional on the Tenant's exercise of options for the further terms, the lease would expire on 30 September 2024.

### 2 PROPOSAL/ISSUE

- 2.1 The Tenant has proposed to undertake at its expense alterations of the Premises to increase the functionality of service delivery to its clients.
- 2.2 A variation of lease incorporating the matters noted in part 2.3 of the report in Attachment 1, drafted by Council's Property Services unit and conditional on the satisfactory completion of statutory requirements and Council's resolve to vary the existing lease, has been agreed to by the Tenant.

### 3 PRIORITY/TIMING

- 3.1 The Tenant is keen for the alterations, aimed at better meeting its service delivery, to commence, under the supervision of Council's Project Manager at the earliest available opportunity.

- 3.2 If the Council resolves to grant the variation of lease, quotations are required to be finalised in order to program the work associated with the alterations.

#### **4 FINANCIAL RESOURCE IMPLICATIONS**

- 4.1 The proposed alterations estimated to cost approximately \$80,000 (GST inclusive) are to be funded entirely by the Tenant. Apart from the new air conditioning units which the Tenant could remove on the expiry of the lease subject to make good obligations, the alterations would remain without the Tenant entitled for any compensation for the retention of the improvements.
- 4.2 The applicable rent under the existing lease is a subsidised rent applicable to tenants meeting the criteria of a Local Community – Partnership under Council’s Leased Community Facilities Pricing Policy. It is proposed that the rent continues to be reviewed in accordance with the review method until the expiry of the first term and the further term on 30 September 2020. In relation to the additional further term (1 October 2020 – 30 September 2024) the rent and review method would be that which is applicable at the time to organisations solely operating under the ‘Not for Profit’ status and which provide the maximum level of community benefit to the Manningham community.

#### **5 CONSULTATION**

- 5.1 Public notice of the proposal was advertised in the Manningham Leader newspaper on 3 August 2015.
- 5.2 No submissions were received at the close of submission period on 31 August 2015.

#### **6 CONCLUSION**

- 6.1 Having completed the procedures associated with sections 190 and 223 of the Act and in the absence of any submissions to the proposal, Council can now resolve whether or not to vary the lease.
- 6.2 The alterations proposed by the Tenant are aimed at meeting the Tenant’s changed model of service to its clients by increasing the focus on one to one consultations and therefore, increasing the functionality of the Premises.
- 6.3 It is recommended that the Council vary the lease by granting one additional further term.

#### **OFFICER’S RECOMMENDATION**

**That having met its statutory obligations by giving public notice of its intention pursuant to sections 190 and 223 of the *Local Government Act 1989* and in the absence of any submissions to the proposal, Council:**

- 1. resolves to grant a variation of lease to Manningham Community Health Services Limited in respect of the Premises at part 40-44 Balmoral Avenue, Templestowe Lower being the inclusion of one additional further term of 4 years to take the occupancy of the leased Premises including the existing term and options to 30 September 2024;**
- 2. consent to Manningham Community Health Services Limited undertaking alterations at the Premises at its entire cost with such alterations to be carried**

out under the supervision of Council's Project Manager. Further, the Council notes that with the exception of the new air conditioning units which are to be installed as part of the alterations and which Manningham Community Health Services Limited can remove at the end of the lease subject to its 'make good' obligations in accordance with the lease, the alterations will remain in the Premises at the end of the lease without Manningham Community Health Services Limited being entitled to any compensation for the retention of such improvements;

3. resolves to affix its common seal to the variation of lease with Manningham Community Health Services Limited which amongst other things, incorporates the additional further term noted in part 1 above and deals with matters concerning the alterations of the Premises; and
4. resolves that the Committee of Council established to hear and consider submissions in accordance with section 223 of the *Local Government Act 1989* be disbanded.

**MOVED: GOUGH**  
**SECONDED: HAYNES**

That the Recommendation be adopted.

**CARRIED**

"Refer Attachment"

\* \* \* \* \*

ACTION MEMO

28 JULY 2015

## TO BE ACTIONED BY Director Shared Services

### 12. CORPORATE SERVICES

#### 12.1 Variation of Lease between Council and Manningham Community Health Services Limited

Responsible Director: Director Shared Services

File No. T15/109

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

#### SUMMARY

*Manningham Community Health Services Limited ('Tenant') leases from Council part of the land and improvements at 40-44 Balmoral Avenue, Templestowe Lower, ('Premises') from which the Tenant offers the Stride Early Childhood Intervention Services.*

*The Tenant has changed its model of service to its clients by increasing the focus on one to one consultations and wishes to increase the functionality of the Premises by undertaking certain alterations. The alterations required by the Tenant will be approximately \$80,000 (GST exclusive). The Tenant has advised that it will fund the entire cost of the alterations which would be carried out under Council's supervision. In return for funding the cost of the alterations remaining in the Premises at the end of the lease, the Tenant is requesting Council to vary the existing lease to provide one additional further term of 4 years.*

*A variation of lease to increase the further term in the 2012 lease by one additional further term of 4 years is supported on the proviso that the applicable rent for the second further term (Year 9 of the lease) will be the subsidised rent under Council's Pricing Policy, applicable at that time, to organisations solely operating under 'Not for Profit' status and which provide the maximum level of community benefit to the Manningham community. In the meantime, the applicable rent would continue to be adjusted annually for the remainder of the initial term, the first further term and years 2-4 of the second further term in accordance with adjustment method set out in Council's Pricing Policy for leased community facilities.*

*It is recommended that Council gives public notice of its intention to vary the existing lease.*

#### 1. BACKGROUND

1.1. By a lease dated 28 November 2012 Council granted the Tenant a lease of the Premises for an initial term of 4 years from 1 October 2012 with an option for one further term of 4 years. Under the current lease, taking into account the combined initial and further term, the Tenant can occupy the Premises until 30 September 2020.

## ACTION MEMO

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- 1.2. More one on one appointments are now offered as part of the Tenant's services to children and families requiring early intervention and health services which has given rise to additional treatment/consultant space at the Premises.

**2. PROPOSAL/ISSUE**

- 2.1. The change in the Tenant's service model has given rise to additional space requirements in the Premises and to increase the functionality of the Premises, the Tenant has sought consent to undertake certain alterations. The Tenant has agreed that the alterations would be funded at its entire expense. Essentially, the proposed alterations would involve the conversion of existing office space into three additional treatment rooms; the conversion of the existing store rooms into office space and the construction of replacement and additional storage space.
- 2.2. If Council is agreeable to the Tenant's request for an extension of the lease by another 4 years (to 30 September 2024) and the improvement to be funded by the Tenant are to remain at the Premises at the end of the lease, Council must, before granting a variation of the lease, publish a notice and invite submissions on the proposal in accordance with sections 190 and 223 of the *Local Government Act 1989* ('the Act').
- 2.3. A draft variation of lease prepared by Council's Property Services unit taking into account the following matters has been agreed to by the Tenant:
  - 2.3.1 the rent for the remainder of the current initial term and the first further term is to be reviewed in accordance with the method contained in Council's pricing policy. The Leased Community Facilities Pricing Policy currently provides for annual rent increments of 4%. The rent for Year 9 being the first year of the second further term will be the subsidised rent which is applicable at that time, to organisations solely operating under 'Not for Profit' status and which provide the maximum level of community benefit to the Manningham community. The rent for the remaining 3 years (Years 2-4) of the further term is to be reviewed in accordance with Council's pricing policy;
  - 2.3.2 the alterations to be funded by the Tenant are to accord with the preliminary plans prepared in consultation with the Tenant. These plans are to form part of the variation of lease and would be replaced in the event of there being variations to the alterations as noted in part 2.3.4 below;
  - 2.3.3 Council's Project Manager will invite tenders or quotations and the Tenant on accepting the estimated costs, will pay to the Council 100% of the estimated costs with such payment being held in trust and expended as the alterations progress;
  - 2.3.4 in the event of the Tenant desiring a variation to the alterations, Council's Project Manager will cost the variations and such variations will proceed subject to the Tenant's agreement to meet such costs and making such payment on request;
  - 2.3.5 the maintenance schedule in the 2012 lease is extended to include the alterations. In relation to air conditioning, the Tenant is obliged to maintain and service the units and in relation to the new units (forms part of the Tenant's property) to be installed as part of the alterations, to replace such units, if required;



## ACTION MEMO

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- 2.3.6 with the exception of the new air conditioning units installed (which form part of the Tenant's property) which the Tenant can remove at the end of the lease subject to first complying with its make good obligations in the lease, the alterations will remain without the Tenant being entitled to any compensation for such improvements; and
- 2.3.7 two additional special conditions are inserted into the lease. The first prohibits the Tenant from creating any interest (including registering any security interest under the *Personal Properties Securities Act 2009* (Cth)) over the lease and the second, includes the Tenant's agreement for the Council or its contractor to enter the Premises without prior notice for the purpose of complying with the requirements of the *Building Act 1993* (Vic) and *Building Regulations 2006* (Vic) in relation to essential safety measures.
- 2.4. It is proposed that Council authorises the commencement of the statutory provisions pursuant to sections 190 and 223 of the Act and at the completion of the public notice period and the consideration of submissions, if any, Council resolves whether or not to grant the variation of lease.
- 3. PRIORITY/TIMING**
- 3.1. The Tenant has advised that it has the funds to undertake the works and ideally wishes to carry out the works as soon as practicable, subject to Council's approval.
- 4. POLICY/PRECEDENT IMPLICATIONS**
- 4.1. The term and the further term contained in the current lease between the parties accords with Council's Leased Community Facilities Pricing Policy.
- 4.2. The Tenant wishes to secure longer tenure of the Premises in return for its financial contribution towards the alterations required to meet the Tenant's service requirements.
- 5. CUSTOMER/COMMUNITY IMPACT**
- 5.1. The Tenant's services are provided to families of children from birth to school age with a developmental delay or disability. The Tenant has revised its service model to better meet the needs of the children and families with increased one on one appointments/consultations.
- 6. FINANCIAL RESOURCE IMPLICATIONS**
- 6.1. The Tenant will meet the cost of the proposed alterations required to the Premises which are estimated at approximately \$80,000 (GST exclusive). This cost covers Council's project management/supervision fees.
- 6.2. With the exception of additional air conditioning units proposed to be installed which would form part of the Tenant's property and which the Tenant can remove at the end of the lease subject to meeting its make good obligations, the alterations made to the Premises will remain at the end of the lease without the Tenant being entitled to any compensation for their retention.
- 6.3. The current year's rent in respect of the leased Premises is \$233.97 plus GST. The rent will continue to be reviewed in accordance with Council's Leased Community Facilities Pricing Policy. Currently, the rent is reviewed annually on the commencement date during the term and the further term by 4%.

ACTION MEMO

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Section 2.3.1 of this report sets out further information in relation to the applicable rent throughout the term and the further terms.

**7. CONSULTATION**

- 7.1. Officers from Council's Community Programs have been liaising with the Tenant in relation to the proposal and costing with the assistance of the Strategic Projects Unit.

**8. CONCLUSION**

- 8.1. It is recommended that the Council agrees to the proposal and resolves to authorise the commencement of statutory procedures in accordance with sections 190 and 223 of the Act.

**OFFICER'S RECOMMENDATION**

That Council:

1. Consents to the Manningham Community Health Services Limited's request to undertake at its cost, alterations at the Premises known as 40-44 Balmoral Avenue, Templestowe Lower to better meet its service delivery needs;
2. Resolves to give public notice pursuant to sections 190 and 223 of the *Local Government Act 1989* to vary the existing lease with Manningham Community Health Services Limited in respect of the Premises known as part 40-44 Balmoral Avenue, Templestowe Lower to provide for one additional further term of 4 years and noting that the alterations (excluding the new air conditioning which can be removed subject to the make good provisions of the lease) are to remain at the end of the lease without Manningham Community Services Limited being entitled to any compensation for such improvements;
3. Establishes a Committee of Council comprising the Mayor and the Heide Ward Councillors, to hear and consider any submissions received in accordance with section 223 of the *Local Government Act 1989*; and
4. Resolves that the Committee be disbanded upon considering and hearing any submissions and making a recommendation to Council or, in the event of no submissions being received, on the proposed lease being determined by Council.

MOVED: DOWNIE  
SECONDED: GALBALLY

That the Recommendation be adopted.

CARRIED

\*\*\*\*\*

## 12.4 MAV Advocacy Motions - October 2015

Responsible Director: Strategic Governance

File No. T15/208

The ultimate destination for this report is: COUNCIL

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

### SUMMARY

*This report details the proposed motions to be submitted for consideration at the Municipal Association of Victoria State Council Meeting on 23 October 2015.*

### 1 BACKGROUND

- 1.1 The Municipal Association of Victoria (MAV) is the state peak body for local government in Victoria. In May and October of each year, the MAV holds a State-wide Council meeting that assists in their advocacy and work plan development. Each participating Council has the opportunity to put forward issues for consideration at these Meetings.
- 1.2 Motions are developed in response to relevant issues that either currently impact or have potential to impact residents and that require Council consideration and endorsement.
- 1.3 To develop motions for the May State Council, Council undertook an extensive regional collaboration. For the upcoming October meeting, the opportunity to submit proposed motions was limited to Councillors and officers at Council.
- 1.4 Council has also received a motion for consideration from Banyule City Council on Metropolitan Planning Levy and Planning Application Fees.

### 2 PROPOSAL/ISSUE

- 2.1 The following motions are proposed for consideration (see Attachment 1):
  - School Focussed Youth Services (Manningham)
  - Victorian Building Authority (Manningham)
  - Metropolitan Planning Levy and Planning Application Fees (a modified version of the Banyule motion).
- 2.2 After Council consideration, any endorsed motions are submitted to the MAV for inclusion in the State Council Papers. The process from there is as follows:
  - 2.2.1 When the State Council Papers are issued (usually a fortnight prior to the Meeting), they will be emailed to Councillors with an invitation to offer any feedback to the MAV Representative and all other Councillors.
  - 2.2.2 If desired by Councillors and timing permits, particularly sensitive/controversial/ political motions will be highlighted for

discussion at an informal briefing session to seek input from Councillors prior to the State Council Meeting.

- 2.2.3 After the State Council Meeting, the MAV representative is to provide a verbal report at the next Ordinary Council meeting on motions of interest. Further information can be sourced as required.

#### **OFFICER'S RECOMMENDATION**

**That Council endorse the three advocacy motions.**

**MOVED: GALBALLY  
SECONDED: DOWNIE**

**That the Recommendation be adopted.**

**CARRIED**

Refer Attachment 1 – 2015 October MAV Motions

\* \* \* \* \*



## MAV State Council Meeting – 23 October 2015

### MOTION

#### FUNDING FOR SCHOOL FOCUSED YOUTH SERVICE PROGRAM

*Submitted by: Manningham City Council*

#### MOTION:

That the MAV State Council write to the State Minister for Education advocating for a further three year program funding to enable the Statewide School Focused Youth Service program (SFYS) to continue to be implemented across schools and communities beyond December 2015.

#### RATIONALE:

The School Focused Youth Service (SFYS) is a statewide initiative established to support young people with complex needs or emerging mental health issues to remain engaged in learning.

Through the SFYS, schools and community organisations support at risk young people who require prevention or early intervention strategies to assist their learning, development, health and wellbeing.

The key strength and uniqueness of SFYS is underpinned by a holistic community approach with the development of strong local partnerships between schools and the broader community. In this, SFYS is critical in building the capacity and expertise to deliver responsive, preventative services and activities to support young people.

Funding for SFYS concludes at the end of 2015. Ongoing funding to continue this vital service is critical to ensure that risk factors are addressed or mitigated and at risk young people continue to be engaged and connected to education.

*\*Note: Motions must be submitted by **one** council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. **The motion and rationale should be no longer than one page.***



## MAV State Council Meeting – 23 October 2015

### MOTION

#### TITLE: MOTION OF NO CONFIDENCE IN THE VICTORIAN BUILDING AUTHORITY

*Submitted by: Manningham City Council*

#### MOTION:

That the MAV urge the State Government to:

- bring forward a motion of no confidence in the Victorian Building Authority and their ability to regulate for a quality built environment in Victoria; and
- take prompt and decisive action to ensure that ongoing failings of the Victorian Building Authority are addressed to ensure that Private Building Surveyors are properly monitored and regulated to ensure that consumers are protected from defective building work and unsafe practices; and
- if the State Government decides it is necessary for Local Government to step in to monitor and regulate the Private Building Permit System within their municipalities, that an appropriate portion of the Building Permit Levy is redirected to Local Government to allow for the necessary resourcing and expense of fulfilling this important and onerous function.

#### RATIONALE:

In 2011, the Victorian Auditors General Office found that the former Building Commission 'could not demonstrate that the building permit system was working effectively or that building surveyors are effectively discharging their role to uphold and enforce minimum building and safety standards'. An audit of building approval processes revealed that:

- Ninety-six per cent of permits examined did not comply with minimum statutory building and safety standards." Instead, the results have revealed a system marked by confusion and inadequate practice, including lack of transparency and accountability for decisions made.
- In the absence of leadership, guidance and rigorous scrutiny from the commission, councils have adopted a largely reactive approach to enforcing the *Building Act 1993* that offers little assurance of compliance within their municipalities.
- Consequently, there is little assurance that surveyors are carrying out their work competently, that the *Building Act 1993* is being complied with, and the risk of injury or damage to any person is being minimised.

Since the adoption of the newly badged Victorian Building Authority (VBA) in 2013 the VBA has continued to fail to demonstrate that the building permit system is working effectively or that building surveyors are effectively discharging their role to uphold and enforce minimum building and safety standards. As such, the VBA has lost the trust and respect of Councils and the community.

Although the VBA has had a number of years to address these issues, the most recent 2015 audit into the state's consumer protection framework for building industry regulation highlighted that many problems within the system had not been addressed. This is reflected on the ground with the alarming recent examples of the crumbling construction pit in Mount Waverley and the Docklands



# FORM

highrise apartment fire.

Local Government urges the State to act on the many damning findings of the VAGO reports to restore confidence and address fundamental inadequacy of the current system. For the protection of our community.



## MAV State Council Meeting – 23 October 2015

To submit a motion for consideration by State Council on 23 October 2015, please complete this form and email to [State Council](#), **no later than Friday, 25 September 2015**. Please note, deadlines are strictly observed.

### MOTION

#### MAV – METRO PLANNING LEVY

*Submitted by: Manningham City Council*

#### MOTION:

That the MAV advocate to the State Government to

(a) review the appropriateness of the Metropolitan Planning Levy given the introduction of the Fair Go Rate cap, and grant an exemption for community facilities planned by Councils;

And (b) call for a substantial increase to planning permit fees so that Councils can recover their costs.

#### RATIONALE:

It is time for the State Government to give Councils a 'fair go' by reviewing the Metropolitan Planning Levy (MPL) and grant an exemption for community facilities built by Councils.

The MPL commenced on 1 July 2015. New provisions in the Planning and Environment Act 1987 require a levy payment prior to making a planning permit application for developments valued at over \$1 million within metropolitan council areas.

The MPL must be paid before lodging a planning permit with Council by obtaining an MLP Certificate which is only valid for 90 days, adding further administrative delay and cost to development projects. If the MPL Certificate expires before lodgement, a new certificate and fee applies.

Although the MPL aims to "improve the planning system and facilitate implementation of key planning initiatives to ensure quality growth and development of the Melbourne metropolitan area", it can be demonstrated that it has become a potential barrier to growth and development:

- The MPL rate is set at \$1.30 per \$1000 (or 0.13% of the whole value of the development) for affected projects. For an \$18 million community facility the Levy payable by a Council is \$22,000. It is not appropriate for rate payer or grant monies to be paid to the State Government rather they should be invested in better local facilities.
- Councils pride themselves on delivering quality services and facilities for local communities in an efficient and effective manner. Achieving this goal is highly challenging in an environment where the core business of Council is being significantly stretched through ongoing cost shifting from State and Federal governments.
- As Victoria's population is projected to increase continuously to 7.6 million in 2031 and 9.8 million in 2061, it is imperative that the State Government work in partnership with Local Government, rather than taxing the growth of community facilities.

In contrast successive State Governments have continually failed to increase planning permit fees so that Councils can simply recover their costs, leaving ratepayers to effectively subsidize development assessments.

State Council requests that the State Government reviews the MPL and its appropriateness in light of the above, and calls for a substantial increase to planning permit fees.

*\*Note: Motions must be submitted by **one** council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. **The motion and rationale should be no longer than one page.***



## 12.5 Documents for Sealing - 29 September 2015

Responsible Director: Strategic Governance

File No. .

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

### SUMMARY

*The following documents are submitted for signing and sealing by Council.*

#### 1 BACKGROUND

- 1.1 The Council's common seal must only be used on the authority of the Council or the Chief Executive Officer under delegation from the Council. An authorising Council resolution is required in relation to the documents listed in the Recommendation section of this report.

### OFFICER'S RECOMMENDATION

That the following documents be signed and sealed:

**Consent Agreement to Build Over an Easement  
Section 173 of the Planning and Environment Act 1987  
Council and Y & H Zhang  
53 Santa Rosa Boulevard, Doncaster East**

**Community Services Lease  
Council and Donvale Pre-School Association Inc  
Part 7-9 Florence Avenue, Donvale**

**Community Services Lease  
Council and Tunstall Square Kindergarten Inc  
Part 77 Tunstall Road, Doncaster East**

**Community Services Lease  
Council and Doncaster East Pre-School Centre Inc  
Part 2-4 Montgomery Street, Doncaster East**

**Community Services Lease  
Council and Early Childhood Management Services Inc  
3 Birchwood Avenue, Templestowe Lower**

**Community Services Lease  
Council and Early Childhood Management Services Inc  
18 Hovea Street, Templestowe**

**Community Services Lease  
Council and Early Childhood Management Services Inc  
Part 18 Studley Street, Doncaster**

**MOVED: GRIVOKOSTOPOULOS  
SECONDED: O'BRIEN**

**That the Recommendation be adopted with the addition of the following document:**

**Consent Agreement to Build Over an Easement  
Section 173 of the Planning and Environment Act 1987  
Council and Quinmar Pty Ltd  
73 Wetherby Road, Doncaster**

**CARRIED**

\* \* \* \* \*

**13. CHIEF EXECUTIVE OFFICER**

There were no Chief Executive Officer reports.

**14. NOTICE OF MOTION WHICH NOTICE HAS BEEN GIVEN**

**14.1 Notice of motion by Councillor P. McLeish (Nom No.1/2015)**

**MOVED: McLEISH**  
**SECONDED: O'BRIEN**

**That Council continues to advocate strongly for Doncaster Rail as the ultimate transport solution for Manningham, and requests officers to investigate improved rapid bus transit solutions, such as a Busway, as an interim solution for improved commuting to and from the Melbourne CBD.**

**CARRIED**

**15. URGENT BUSINESS REPORTS**

There were no items of Urgent Business

**16. QUESTIONS FROM THE PUBLIC**

There were no questions from the public

**17. CONFIDENTIAL REPORTS**

There were no Confidential Reports.

**18. QUESTIONS WITHOUT NOTICE**

**18.1 Northern Alliance for Greenhouse Action**

Cr Galbally commented on the release of a paper prepared to update Councillors on the activities of the Northern Alliance for Greenhouse Action (NAGA), for the fourth quarter of the 2014-15 financial year.

**18.2 Doncaster All Abilities Basketball**

Cr Downie commented on the Awards night for the Doncaster All Abilities Basketball Club.

**18.3 Park Orchards 100 Acres**

Cr Downie commented on the recent clean up of the 100 Acres by the Park Orchards Lions club.

**18.4 Charity Appeal**

Cr O'Brien advised that October was Breast Cancer Awareness month.

**18.5 Valilios Chrisant**

Cr Grivokostopoulos mentioned the recent retirement of Valilios (Bill) Chrisant from the Victorian Police after 38 years service and involvement at the Doncaster CIB.

The meeting concluded at 8.01pm.

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Chairman  
CONFIRMED THIS 27 OCTOBER 2015

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