

Ordinary Meeting of Council Agenda

**to be held on Tuesday 7 August 2018 at 7.00pm
Richmond Town Hall**

Arrangements to ensure our meetings are accessible to the public

Council meetings are held at either the Richmond Town Hall or the Fitzroy Town Hall. The following arrangements are in place to ensure they are accessible to the public:

- Entrance ramps and lifts (off Moor Street at Fitzroy, entry foyer at Richmond).
- Interpreting assistance is available by arrangement (*tel. 9205 5110*).
- Auslan interpreting is available by arrangement (*tel. 9205 5110*).
- A hearing loop is available at Richmond only and the receiver accessory is available by arrangement (*tel. 9205 5110*).
- Proposed resolutions are displayed on large screen.
- An electronic sound system amplifies Councillors' debate.
- Disability accessible toilet facilities are available at each venue.

Recording and Publication of Meetings

An audio recording is made of all public Council Meetings and then published on Council's website. By participating in proceedings (including during Public Question Time or in making a submission regarding an item before Council), you agree to this publication. You should be aware that any private information volunteered by you during your participation in a meeting is subject to recording and publication.

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Order of business

- 1. Statement of recognition of Wurundjeri Land**
- 2. Attendance, apologies and requests for leave of absence**
- 3. Declarations of conflict of interest (Councillors and staff)**
- 4. Confidential business reports**
- 5. Confirmation of minutes**
- 6. Petitions and joint letters**
- 7. Public question time**
- 8. General business**
- 9. Delegates' reports**
- 10. Questions without notice**
- 11. Council business reports**
- 12. Notices of motion**
- 13. Urgent business**

1. Statement of Recognition of Wurundjeri Land

"Welcome to the City of Yarra."

"Yarra City Council acknowledges the Wurundjeri as the Traditional Owners of this country, pays tribute to all Aboriginal and Torres Strait Islander people in Yarra and gives respect to the Elders past and present."

2. Attendance, apologies and requests for leave of absence

Anticipated attendees:

Councillors

- Cr Daniel Nguyen (Mayor)
- Cr Misha Coleman (Deputy Mayor)
- Cr Danae Bosler
- Cr Mi-Lin Chen Yi Mei
- Cr Jackie Fristacky
- Cr Stephen Jolly
- Cr Mike McEvoy
- Cr James Searle
- Cr Amanda Stone

Council officers

- Vijaya Vaidyanath (Chief Executive Officer)
- Andrew Day (Director - Corporate, Business and Finance)
- Lucas Gosling (Acting Director - Community Wellbeing)
- Chris Leivers (Director – City Works and Assets)
- Bruce Phillips (Director - Planning and Place Making)
- Jane Waldock (Assistant Director - Planning and Place making)
- Rhys Thomas (Senior Governance Advisor)
- Mel Nikou (Governance Officer)

3. Declarations of conflict of interest (Councillors and staff)

4. Confidential business reports

Item

- 4.1 Contractual matters
- 4.2 Contractual matters
- 4.3 Contractual matters; AND Matters relating to the security of Council property

Confidential business reports

The following items were deemed by the Chief Executive Officer to be suitable for consideration in closed session in accordance with section 89 (2) of the *Local Government Act 1989*. In accordance with that Act, Council may resolve to consider these issues in open or closed session.

RECOMMENDATION

1. That the meeting be closed to members of the public, in accordance with section 89 (2) of the *Local Government Act 1989*, to allow consideration of:
 - (a) contractual matters; and
 - (b) matters relating to the security of Council property.
2. That all information contained within the Confidential Business Reports section of this agenda and reproduced as Council Minutes be treated as being and remaining strictly confidential in accordance with the provisions of sections 77 and 89 of the *Local Government Act 1989* until Council resolves otherwise.

5. Confirmation of minutes

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on Tuesday 17 July 2018 be confirmed.

6. Petitions and joint letters

7. Public question time

Yarra City Council welcomes questions from members of the community.

Public question time procedure

Ideally, questions should be submitted to Council in writing by midday on the day of the meeting via the form available on our website. Submitting your question in advance helps us to provide a more comprehensive answer. Questions that have been submitted in advance will be answered first.

Public question time is an opportunity to ask questions about issues for which you have not been able to gain a satisfactory response on a matter. As such, public question time is not:

- a time to make statements or engage in debate with Councillors;
- a forum to be used in relation to planning application matters which are required to be submitted and considered as part of the formal planning submission;
- a forum for initially raising operational matters, which should be directed to the administration in the first instance.

If you wish to raise matters in relation to an item on this meeting agenda, Council will consider submissions on these items in conjunction with and prior to debate on that agenda item.

When you are invited by the meeting chairperson to ask your question, please come forward and take a seat at the microphone and:

- state your name clearly for the record;
- direct your questions to the chairperson;
- ask a maximum of two questions;
- speak for a maximum of five minutes;
- refrain from repeating questions that have been asked previously by yourself or others; and
- remain silent following your question unless called upon by the chairperson to make further comment or to clarify any aspects.

8. General business

9. Delegates' reports

10. Questions without notice

11. Council business reports

Item		Page	Rec. Page	Report Presenter
11.1	Special Charge for Bridge Road Precinct - Hearing of Submissions	7	9	David Walmsley – Manager City Strategy
11.2	Car Share Policy	10	18	Simon Exon - Strategic Transport Coordinator
11.3	Status of Non-Rateable Properties	20	23	Bill Graham – Coordinator Valuations
11.4	Valuation and Rating Data - Electronic Gaming Machine Venues	24	25	Rhys Thomas – Senior Governance Advisor
11.5	2017/18 Annual Plan Quarterly Progress Report - June 2018	27	32	Julie Wyndham – Manager Corporate Planning and Performance
11.6	Proposed 2018/19 Annual Plan	33	36	Julie Wyndham – Manager Corporate Planning and Performance
11.7	Report on Assemblies of Councillors	37	38	Rhys Thomas – Senior Governance Advisor

The public submission period is an opportunity to provide information to Council, not to ask questions or engage in debate.

Public submissions procedure

When you are invited by the meeting chairperson to make your submission, please come forward and take a seat at the microphone and:

- state your name clearly for the record;
- direct your submission to the chairperson;
- speak for a maximum of five minutes;
- confine your remarks to the matter under consideration;
- refrain from repeating information already provided by previous submitters; and
- remain silent following your submission unless called upon by the chairperson to make further comment.

12. Notices of motion

Item		Page	Rec. Page	Report Presenter
12.1	Notice of Motion No 10 of 2018 - Publication of Councillors' Briefing Session Summaries	39	39	Danae Bosler - Councillor

13. Urgent business

Nil

11.1 Special Charge for Bridge Road Precinct - Hearing of Submissions

Trim Record Number: D18/106620

Responsible Officer: Director Planning and Place Making

Purpose

1. To hear any person who wishes to speak in support of a written submission to Council's proposed Declaration of Special Charge for the Bridge Road precinct in accordance with the Local Government Act 1989 (Act).

Background

2. At its Ordinary Council meeting on 5 June 2018, Council resolved to commence the statutory process under the Local Government Act 1989 (Act) to reintroduce a Special Charge to and for the properties within the defined Bridge Road precinct. The Special Charge is to raise an amount of \$157,000 annually for the period of 6 years, commencing 1 October 2018 and ending 30 September 2024.
3. On 12 June 2018 public notice was given in *The Age* of the intention of Council to declare a Special Charge for Bridge Road precinct at its ordinary meeting to be held on 21 August 2018 (see **Attachment 1**).
4. Separate letters enclosing a copy of the public notice were sent on 13 June 2018 to the respective owners of the properties referred to in the listing of rateable properties set out in the Proposed Declaration of Special Charge, advising of the intention of Council to declare the Special Charge (see **Attachment 2**).
5. Where possible, separate letters enclosing a copy of the public notice were hand delivered to respective occupiers of those same properties referred to in the listing of rateable properties set out in the Proposed Declaration of Special Charge. For those occupants that were not present to receive the letter by hand delivery, a separate letter was subsequently sent via postal services.
6. Under Section 223 of the (Act), Council is required to:
 - (a) give public notice outlining the Proposed Declaration of Charge, timelines for submissions (at least 28 days) and the option to speak to their submissions at a Council meeting;
 - (b) receive submissions;
 - (c) Hear submissions at a Council meeting (where submitters have requested that opportunity); and
 - (d) write to each submitter noting Council's decision and the reasons for it.
7. A person who is required to pay the Special Charge, including a person liable under a lease, may also make an objection to Council.
8. If Council receives objections from a majority (being at least 51%) of persons who are required to pay the Special Charge, Council is prohibited from making the declaration of the Special Charge.
9. Following a consideration of submissions, and having taken into account any objections received, Council may then resolve to adopt, modify or abandon the Special Charge Scheme.

External Consultation

10. The proposed Declaration of Special Charge for the Bridge Road Precinct was publicised via:
 - (a) A formal public notice in *The Age* and Council's website on Tuesday 12 June 2018;
 - (b) copies of the proposed declaration and scheme area maps were also on public display at both the Richmond and Collingwood Town Halls;

- (c) Yarra website – news item; and
 - (d) separate letters sent to Special Charge rateable properties and where possible hand delivered to business operators.
11. The proposed Declaration of Special Charge has been on exhibition for public inspection for 34 days, from 12 June to 16 July 2018.
 12. The following options were provided for submitting feedback:
 - (a) formal submissions received via email;
 - (b) online on Council’s website; and
 - (c) post; or in-person as stipulated under s223 of the Local Government Act.
 13. People making formal submissions to the proposed Declaration of Special Charge could elect to be heard on their submission at this Council meeting.
 14. At the close of formal submissions on Monday 16 July 2018, Council had received 37 submissions however, as two submissions were received for the same property, the total number of submissions to be considered is 36. Eighteen of the submissions were in support of the Charge and eighteen objections were received. Of those submissions, two submitters supporting the Special Charge have elected to be heard by Council.
 15. The full text of submissions (with personal information removed) has been provided in **Attachment 3**.

Internal Consultation (One Yarra)

16. The Governance branch has provided advice to ensure compliance with the legislative obligations of the Local Government Act 1989.

Financial Implications

17. There are no financial impacts in receiving verbal presentations by persons who have requested to be heard by Council.

Economic Implications

18. There are no economic impacts in receiving verbal presentations by persons who have requested to be heard by Council.

Sustainability Implications

19. There are no sustainability issues in receiving verbal presentations by persons who have requested to be heard by Council.

Social Implications

20. There are no social impacts in receiving verbal presentations by persons who have requested to be heard by Council.

Human Rights Implications

21. There are no known human rights impacts to be considered in this report.

Communications with CALD Communities Implications

22. There are no known CALD community implications.

Council Plan, Strategy and Policy Implications

23. Councils Economic Development Strategy 2015 -2020 provides the strategic context for working in partnership with Bridge Road Mainstreet Inc (BRMS). The purpose of the Agreement with BRMS relates to theme *Vibrant Thriving Precincts*, in particular the objective: *Working with local traders to strengthen the viability of precinct by enhancing the customer experience, improving the business mix and offering an authentic and continually evolving experience.*

Legal Implications

24. The requirements of the Local Government Act 1989 have been applied to the process of Council advising of the intention of Council to declare the Special Charge at its ordinary meeting to be held on 21 August 2018. This includes: giving public notice of the submission period; receiving public submissions; and hearing those submissions who specifically requested to present verbally.

Other Issues

25. There are no other issues to be considered in this report. A further report will be provided on 21 August 2018.

Options

26. There are no other options to be considered in this report; it is to hear submissions from persons who have requested to be heard by Council.

Conclusion

27. Council has received submissions and feedback on the proposed Special Charge for the Bridge Road Precinct. This report provides an opportunity for submitters who requested an opportunity to be heard in relation to their submission be invited to do so.

RECOMMENDATION

1. That Council:
 - (a) note the further report of officer's regarding the proposed Special Charge for the Bridge Road precinct;
 - (b) note all the written submissions received through the consultation phase;
 - (c) receive the submissions from persons who have requested to be heard by the Council in respect to the proposed Special Charge; and
 - (d) note that a further report will be considered by Council on 21 August, 2018, to formally consider all submissions.

CONTACT OFFICER: Kim Swinson
TITLE: Coordinator Economic Development
TEL: 9205 5303

Attachments

- 1⇒ Copy of Notice in The Age 12.6.2018
- 2⇒ Letter to property and business owners
- 3⇒ Submissions

11.2 Car Share Policy

Executive Summary

Purpose

For Council to adopt a Car Share Policy 2018-2023.

Key Issues

The Strategic Transport Statement includes Action 5.9 which requires that Council “*Develop guidelines for car share operators that address the issues of location, number of bays and signage so that operators are clear as to the process and responsibilities*”.

Car share is a cost effective alternative to car ownership in urban areas. Car share schemes are operated by private car share companies, who provide access to a fleet of cars distributed across an area. Local residents and businesses can become members of a car share scheme, and use the cars as needed for a predetermined fee.

There are currently 152 car share bays in Yarra (inclusive of 27 off-street bays) provided by three commercial Car Share Providers. Initially there were just a few requests from Car Share Providers for car share bays. This was managed and the bays were provided at no cost given car share aligns with strategic transport objectives.

Car share companies are now increasingly requesting that additional spaces are provided given the growing population, the move to the shared economy and the growing demand for car share in Yarra. This means that more formalised methods of planning for car share are required including a mechanism for recouping the costs associated providing car share facilities by council. The lack of a Policy to provide clear and consistent framework for officers to work in has meant that car share expansion has been suspended.

The 2001-2016 Census data indicates that Yarra’s population has grown from some 67,050 people to some 87,450 people. Over this period the population-to-privately owned vehicles ratio has remained relatively unchanged in the order of 45 cars per 100 people. Given Yarra’s on going population growth it is important that the car share network is expanded to maintain or reduce the population-to-privately owned vehicles ratio. In order to do this the car share policy has a target to provide an additional 79 car share spaces by 2023 resulting in a total provision of 231 spaces.

The policy contains a midpoint review so that the car share space supply element can be assessed as Yarra continues to grow and evolve.

A copy of the policy is provided at Attachment 1.

Financial Implications

The draft Policy notes that car share bays would not be located in paid parking bays.

All costs associated with the installation of a new on-street car share bay would be recovered from the Car Share Providers via an installation charge, inclusive of the value of the space to the community.

An annual permit fee would be charged for all existing on-street car share bays to cover the cost of officer time dedicated to managing the implementation of the Policy and monitoring performance and reporting. This fee would be reviewed annually as part of the Fees and Charges process.

Permits for on-street bays are proposed to be renewed annually and are subject to Council approval and dependent on the provider demonstrating that the space is suitably utilised.

PROPOSAL

That Council adopt the draft Car Share Policy 2018 – 2023.

11.2 Car Share Policy

Trim Record Number: D18/105988

Responsible Officer: Assistant Director Planning and Place Making

Purpose

1. For Council to consider adopting a Car Share Policy 2018-2023.

Background

Overview

2. The Strategic Transport Statement includes Action 5.9 which requires that Council “*Develop guidelines for car share operators that address the issues of location, number of bays and signage so that operators are clear as to the process and responsibilities*”.
3. Car share is a cost effective alternative to car ownership in urban areas. Car share schemes are operated by private car share companies, who provide access to a fleet of cars distributed across an area. Local residents and businesses can become members of a car share scheme, and use the cars as needed for a predetermined fee. Currently there are three commercial car share companies operating in Yarra (GoGet, Flexicar and GreenShareCar).
4. Car share has the following benefits:
 - (a) reduced car usage and traffic: A car owner spends a significant amount of money on buying and keeping a car roadworthy and is far more likely to use a car for a given trip due to fixed sunk costs than someone who does not own a car and utilises car share on a pay as you go basis;
 - (b) increased transport choice: Car share gives people more mode choice by providing access to a car for those who only need to use a car occasionally and normally travel on foot, by bicycle or on public transport;
 - (c) reduced parking demand and car ownership: Research outlined in the “*Research for the City of Port Phillip’s Car Share Policy Review*” Report (Final), prepared by Phillip Boyle and Associates, dated 17 February 2016 indicates that for every car share vehicle deployed that between seven and ten cars are avoided. 40% of these vehicles are existing vehicles that new car share users decide to sell (and not replace), and 60% of these vehicles are avoided cars that would have otherwise been purchased in the future by existing residents or businesses; and
 - (d) reduced transport costs: Using car share for occasional car users is often far cheaper than owning a car. This can free up money which can then be spent on other things including goods and services provided by businesses in Yarra.
5. Car share is particularly suited to Yarra for the following reasons:
 - (a) Yarra is well served by public transport and the potential for walking and cycling to goods and services is high. The need to own a car and use it regularly to undertake every day activities is relatively low for many people; and
 - (b) Living costs in Yarra are relatively high and household income varies considerably. A significant number of residents would be receptive to making cost savings on transport by living car free or selling the second or third household car if there are opportunities to utilise car share.

Status of Council’s Current On-Street Car Share Policy

6. Over recent years car sharing has evolved in the municipality. Currently Council does not have an endorsed a Car Share Policy to provide on-street parking bays to commercial Car Share Providers. Initially there were just a few requests from Car Share Providers and in the spirit of promoting sustainable transport, officers installed the infrastructure required for a car share bay (signs/poles/line marking) at no cost.
7. The lack of a Policy and large number of recent requests for car share bays from various providers has resulted in the service expansion being constrained and hindered by bay-by-bay debates. As a result of this no new on-street car share bays are currently being installed in Yarra.
8. With the number of requests for bays becoming greater and additional Car Share Providers wanting to establish in Yarra, there is now a need for a formalised Car Share Policy that allows for the car sharing network to be expanded in a controlled, transparent, and viable manner.
9. The 2001-2016 Census data indicates that Yarra's population has grown from some 67,050 people to some 87,450 people. Over this period the population-to-privately owned vehicles ratio has remained relatively unchanged in the order of 45 cars per 100 people. In order to maintain or reduce the population-to-privately owned vehicles ratio it is important that the car share network within Yarra is expanded to correlate with population growth projections over the next five years.
10. There are currently 152 car share bays in Yarra (inclusive of 27 off-street bays) provided by three commercial Car Share Providers. The allocation of the car share bays by area has been driven by the Car Share Providers and therefore by the demand for the services by local residents and businesses. This has led to some suburbs such as Fitzroy and North Fitzroy being well serviced by car share whilst other areas such as Alphington having limited accessibility to car share services resulting in a socially inequitable distribution of the car share spaces.

Fixed-Based Commercial Car Share Schemes Peer-to-Peer Car Share Schemes and Dockless Car Share.

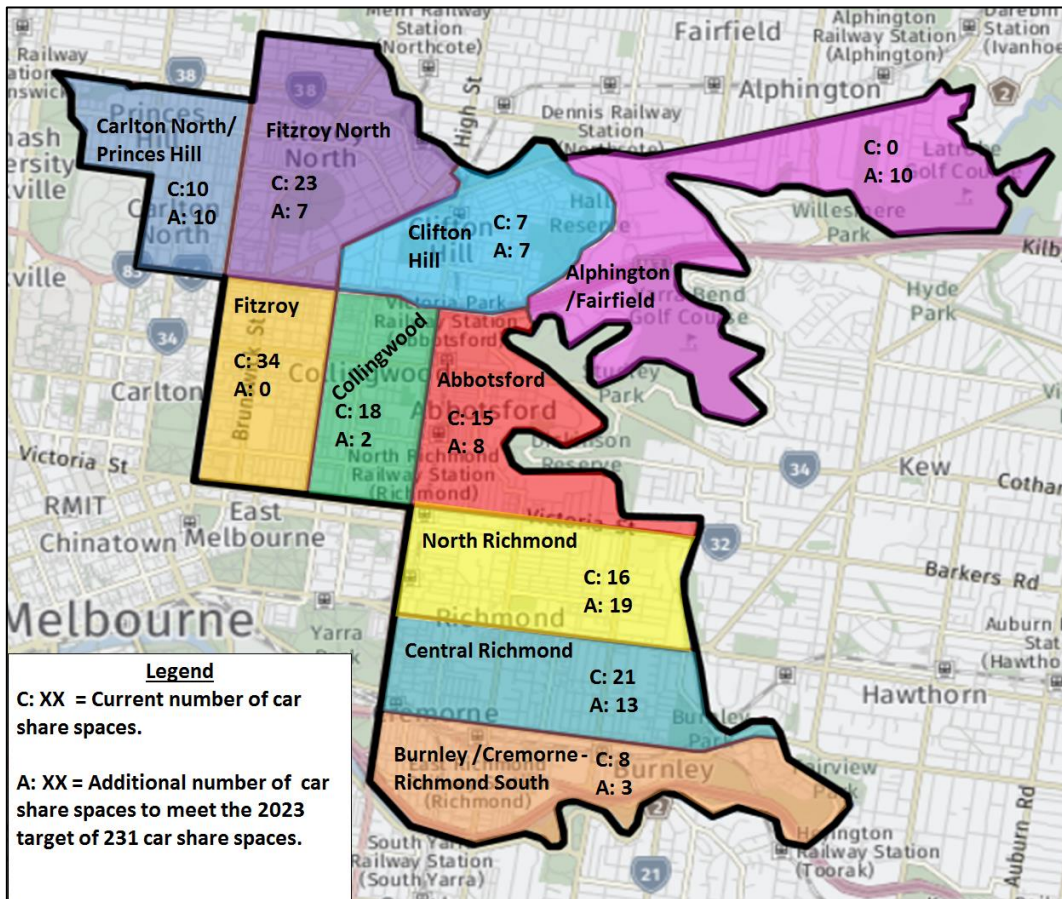
11. The proposed Car Share Policy applies only to commercial Fixed Base Car Share Providers (e.g. GoGet, Flexicar, and GreenShareCar). Peer-to-Peer car share schemes (e.g. Car Next Door) are excluded from the Policy except for purposes of promotion. Dockless Car Share Schemes are also excluded from the Policy.
12. Fixed base car sharing schemes involve members registering with a commercial Car Share Provider who then provides a fleet of vehicles across an area. The users must return a vehicle to the designated parking bay from which the vehicle was initially taken.
13. Peer-to-Peer car share operators allow members to rent out their personal vehicles directly to other members, typically neighbours. As the vehicles are owned by residents, they generally use resident parking permits or private parking, and Council therefore does not have an oversight role in terms of parking. In addition, Council has no regulatory role in specifying safety and environmental standards for vehicles used in Peer-to-Peer car share schemes.
14. The proposed Car Share Policy does not allow for Peer-to-Peer operators to apply for a dedicated on-street car share space given that they do not comply with all the qualifications and obligations criteria set out in the Policy, including maintaining a minimum availability of a vehicle to other users, and safety and environmental limits on type of vehicles.
15. Dockless Car Share schemes involve members registering with a commercial Car Share Provider who provide a fleet of vehicles across an area. It differs from Fixed Base Car Share Services in that vehicles can be picked up from one parking space and dropped off to a different parking space thereby facilitating one-way trips.
16. Dockless Car Share schemes are dependent on the car share vehicles being able to park in any available parking space rather than in a space designated for car share. Dockless car

share services have not been introduced anywhere in Australia and would be subject to a separate Policy in the future.

Proposed Expansion of Yarra’s Car Share Network

17. In order to maintain or reduce the level of privately owned vehicles in Yarra (45 cars per 100 people) over the next five years at least an additional 79 car share spaces are required in Yarra, resulting in a total car share provision of 231 spaces.
18. The demand for on-street parking in Yarra is high, it is therefore recommended that for every two new spaces a Car Share Provider requests on-street they must provide one space off-street (for example within commercial car parks or new major developments).
19. The target expansion of the car share network equates to an additional 15 to 17 car share spaces per year over the five-year duration of the Policy.
20. The growth in the car share network would need to be greater in areas where population growth is expected to be greater. The distribution of the car share spaces also aims to provide coverage across the municipality to allow for socially equitable access to car share services. Figure A shows the proposed expansion of the car share network within Yarra:

Figure A. Distribution of Current and Proposed Car Share Spaces by Area



21. It is noted that for Fitzroy no further expansion is predicted as being needed, and based on the analysis eight extra spaces are currently provided the area. This is not to say that existing spaces need to be removed but rather there is a greater localised demand for the services than there currently is in other areas. The draft Policy still allows Car Share Providers to secure additional *off-street* car share spaces in Fitzroy (noting that only 10% of the current spaces in Fitzroy are located off-street) on their own accord, however these spaces will not count as one of the off-street spaces the Car Share Provider is required to provide for every two new on-street spaces requested.
22. The Policy notes that targets should be monitored and revised upwards or downwards at the Policy midpoint if user demand warrants the need to do so. As part of the Policy implementation it is proposed to install parking sensors in existing and new on-street car

share bays as a means of independently verifying the usage of on-street spaces. The Policy mid-point review will use this data when considering whether the expansion targets outlined in the Policy need to be revised upwards or downwards.

Provision of Off-Street and On-Street Car Share Spaces

23. Demand for on-street parking in Yarra is high, the draft Policy therefore recommends that for every two new spaces a Car Share Provider requests on-street they must provide one space off-street. The target expansion of the car share network equates to an additional 10 to 11 on-street spaces and 5 to 6 off-street spaces per year over the five-year duration of the Policy.
24. Council could require that all new car share bays be located off-street; however this would result in Council foregoing any mandate in relation to how and where the car share network is expanded as the provision of new car share spaces would be through individual agreements between Car Share Providers and private land owners.
25. Council could also require that one off-street space be provided for every on-street space requested from Council, this would result in the provision of an additional 14 spaces being located off-street over the five year duration of the Policy. It is however noted that this requirement may slow the expansion of the car share network as a result of Car Share Providers requiring more time to secure additional off-street car share bays.

“Business as Usual Network” Expansion versus “Strategic Network” Expansion of the Car Share Network

26. The International Car Sharing Association’s Report *“The Impact of Car Share Services in Australia”* (Final) prepared by Phillip Boyle and Associates (dated 13 October 2016) includes scenarios Councils can consider when expanding their car share networks. These scenarios include a “Business As Usual” approach and a “Strategic Expansion” approach.
27. The “Business As Usual” approach involves allowing the continued growth of the car share vehicle fleet and the resident vehicle fleet. This approach essentially allows the total number of vehicles owned by residents to increase as population increases. Census data indicates that the growth in the resident vehicle fleet in Yarra has remained steady between 2001 and 2016 and is in the order of 45 vehicles per 100 people. During this time the car share network has grown to include 152 car share spaces.
28. The draft Car Share Policy adopts a “Business As Usual” approach in which some growth in population-to-resident vehicle fleet is allowed, however the rate of growth (45 vehicles per 100 people) is held steady or reduced. In order to maintain at least a steady growth ratio, at a minimum an additional 79 car share spaces would be needed in Yarra over the next five years.
29. The proposed “Business As Usual” also correlates with existing demand levels for car share vehicles in Yarra. GoGet, the major Car Share Operator in Yarra, has advised that, if on average, vehicle usage exceeds five hours per day over a three month period they would consider deploying another vehicle in the same location or nearby. Analysis of the 2017 data provided by the Car Share Operators in Yarra indicates that there are currently ten locations that meet this requirement for the deployment of an additional vehicle.
30. A “Strategic Expansion” approach to expanding car share networks would involve growing the car share network to a level that avoids all growth in the resident vehicle fleet. That approach essentially aims to freeze the resident vehicle population at a point in time whilst still allowing for population growth in the future. In this approach the car share network would be rapidly expanded to avoid growth in the resident vehicle fleet.
31. If a “Strategic Expansion” approach were to be adopted in Yarra, an additional 189 car share spaces would be needed in Yarra over the next five years (equating to 38 spaces per year), resulting in a total provision of 341 car share spaces in 2023.
32. The proposed Car Share Policy adopts a “Business As Usual” approach rather than a “Strategic Expansion” approach on the basis that the analysis required for both expansion processes are reliant on data provided by commercial Car Share Providers and is not independent data.

33. The proposed “Business As Usual” approach allows for the continued expansion of the car share network whilst facilitating the collection of independent usage data from parking sensors without providing an oversupply of share spaces which may result if a “Strategic Expansion” approach is adopted.
34. It is again highlighted that the draft Policy notes that expansion targets included in the Policy should be monitored and revised upwards or downwards at the Policy midpoint if user demand warrants the need to do so thereby allowing for the further expansion of the network if necessary.

Minimum Utilisation Rates

35. The draft Policy requires that car share vehicles have a minimum utilisation rate of 5% (1.2 hours) per day averaged over one (1) month. In streets with a parking demand greater than 80%, the minimum utilisation rate to be eligible for permit renewal is 15% (3.6 hours).
36. Analysis of the December 2017 utilisation data supplied by the Car Share Providers for Fitzroy, the area with the most car share spaces in Yarra, indicates that the minimum utilisation targets set in the Policy are being met for 90% of the car share bays, whilst 17% of the car share bays meet the Car Share Provider’s requirement for the deployment of an additional bay in the same location or nearby.
37. The utilisation rates set out in the draft Policy take into consideration targets set by other Councils and operational targets set by Car Share Providers and current utilisation rates in Yarra.

Use of Electric Vehicles

38. An operational review was also undertaken to assess the use of electric vehicles within car share fleets and it was found that it is unlikely that a commercial provider would be in a position to operate an exclusive electric vehicle fleet. Furthermore it would be difficult to mandate the use of electric vehicles in existing fleets. Instead the use of electric vehicles should be encouraged and supported by Council where possible.
39. GoGet, the major commercial Car Share Provider in Yarra, further noted that Electric Vehicle technology has only been trialled by GoGet to date given that current electric vehicle technology is not yet far enough developed to include more electric vehicles in the GoGet fleet. The sporadic hire nature of car share can result in operational issues resulting from vehicles not always having sufficient charging time between consecutive bookings. In addition the current high cost of electric vehicles means that their wider roll-out within the GoGet fleet is not currently financially viable.
40. Car Share Providers run on a narrow profit margin. Any additional costs would be passed onto members using the vehicles, making car share less attractive to join and use and less effective in reducing private vehicle ownership in Yarra.
41. The draft Policy does however note that Council supports the inclusion of Electric Vehicles within a Car Share Provider’s fleet and where possible will work with Car Share Providers to facilitate the use of such vehicles.

Facilitation of Off-Street Car Share Spaces

42. It is noted that there is no direct support for car share services in the State section of the Planning Scheme and as a result the provision of off-street car share spaces in new developments is generally the result of a Section 173 Agreement.
43. This Planning Scheme discrepancy will be considered as part of the 2018 Planning Scheme Rewrite where consideration will be given to encouraging the inclusion of car share provisions in new major developments. It is, however, recommended that Council does not specify a car parking dispensation rate in lieu of car share spaces within the Planning Scheme given that there is little recourse if the car share vehicles are not well utilised and eventually removed by the Car Share Provider (as was the case in The Nicholson

Development in Moreland where the Car Share Provider removed the vehicle from the private off-street car park as it was not being well utilised).

Promotion of the Use of Car Share Services

44. The draft Policy notes that Council will work with Car Share Providers to promote car share and increase memberships in car share schemes through promoting the concept of car share through its sustainable transport and parking communications.
45. This would include general promotion of car share services in Council communications (both electronic and print) as well as during the resident parking permit renewal process.
46. A copy of the proposed policy is provided at Attachment 1.

External Consultation

47. A Victorian Sustainable Transport Interest Group (VicSTIG) meeting was held on 8th August 2017 at the Municipal Association of Victoria offices to share information on how car share was managed by Councils in Inner Melbourne. Key points discussed at this meeting are summarised as follows:
 - (a) Melbourne City Council's (MCC) current Car Share Policy within the CBD requires Car Share Providers to provide one off-street space for every on-street space they request within the CBD; the logic behind this is that there are many more off-street car parking spaces in the CBD than there are on-street spaces. There is, however, no requirement for Car Share Providers to provide an off-street space for every on-street space requested outside of the CBD;
 - (b) City of Port Phillip (CoPP) adopted its Car Share Policy in July 2016 following the completion of a background report. The Policy includes minimum targets for the expansion of car share within the municipality. The Policy allows for the targets to be revised upwards should demand warrant the need to do so. The CoPP also actively promotes car share services through its website, YouTube and brochures;
 - (c) City of Darebin (CoD) does not allocate specific bays to car share but rather a street section. This situation works in the CoD given there are very few parking restrictions in residential areas and the parking demand in residential areas is currently not as high as other areas in Inner Melbourne; and
 - (d) The current commercial Car Share Providers (GoGet, Flexicar and GreenShareCar) were also invited to provide feedback on their current and anticipated operation within Yarra.

Internal Consultation (One Yarra)

48. The development of the proposed Car Share Policy included consultation with the following Council Units: Compliance and Parking, Traffic and Engineering, City Works, and Statutory Planning.

Financial Implications

49. The draft Policy notes that car share bays would not be located in paid parking bays.
50. All costs associated with the installation of a new on-street car share bay would be recovered from the Car Share Providers via an installation charge, inclusive of the value of the space to the community.
51. An annual permit fee would be charged for all existing on-street car share bays to cover the cost of officer time dedicated to managing the implementation of the Policy and monitoring performance and reporting. This fee would be reviewed annually as part of the Fees and Charges process.
52. Permits for on-street bays are proposed to be renewed annually and are subject to Council approval and dependent on the provider demonstrating that the space is suitably utilised.

Economic Implications

53. The proposed Car Share Policy would make it possible for businesses to use a car share vehicle without the expense of owning a vehicle.
54. Car sharing can also support the local economy by reducing household expenditure on transport and increasing a household's disposable income. People with low motor vehicle use are less likely to drive to where they spend their money and are more likely to shop locally.

Sustainability Implications

55. Research outlined in the "*Research for the City of Port Phillip's Car Share Policy Review*" Report (Final), prepared by Phillip Boyle and Associates, dated 17 February 2016 indicates that car share users are likely to increase their use of other sustainable transport modes (walking / cycling / public transport) after they join a car sharing service, this shift towards more sustainable travel patterns also leads to less vehicle emissions and pollution.
56. Furthermore, car share is viewed as an efficient use of parking space, allowing a single vehicle to be used by a large number of people. This reduces congestion and the competition for parking spaces, which ultimately benefits all road users.

Social Implications

57. A well distributed car share network increases social inclusion by enabling households that cannot afford to own a car access to a motor vehicle when needed.
58. Furthermore, the draft Policy notes that Council is supportive of Car Share Providers who can demonstrate the provision of accessible and affordable access to car share to people on low incomes.
59. Council Officers will work with Car Share Providers to facilitate the provision of car share vehicles near public housing estates and support the promotion of car share services to people on low incomes.

Human Rights Implications

60. No applicable.

Communications with CALD Communities Implications

61. No applicable.

Council Plan, Strategy and Policy Implications

Council Plan 2017-2021

62. Objective 7, *City of Yarra, a place where connectivity and travel options are environmentally sustainable, integrated and well-designed*, of the Council Plan 2017-2021 notes that "*Council is committed to creating a city that is accessible to all irrespective of levels of personal mobility, to support a fulfilling life without the need for a car*".
63. Car sharing aligns directly with Objective 7 of the Plan as it enables people who need a car from time to time to rent a car rather than own a vehicle. A growing number of people are finding that using a car share service is cheaper and more convenient than car ownership; particularly in inner urban area where parking options are limited and travel by sustainable transport modes is more convenient and less costly than that of private vehicle travel.

Strategic Transport Statement 2012

64. The Strategic Transport Statement 2012 notes Council is supportive of car share schemes as they can reduce the need for numerous car parking spaces and unnecessary car ownership.

65. The Statement includes Action 5.9 which notes that Council is to “*Develop guidelines for car share operators that address the issues of location, number of bays and signage so that operators are clear as to the process and responsibilities*”.

Parking Management Strategy (2013-2017)

66. The Parking Management Strategy (2013-2017) directly supports car share and includes Principle 14: *Support and encourage households to use ‘share car schemes’* relates directly to car sharing and is aimed at reducing parking demand within the municipality.

Yarra Environment Strategy 2013-2017

67. Pathway 3 of the Yarra Environment Strategy 2013-2017 relates to sustainable city infrastructure, and Objective 3.1: Sustainable Transport is aimed at supporting community infrastructure and programs to increase safe, efficient, affordable and low-carbon mobility in Yarra.
68. Car share schemes provide a low-cost alternative to private vehicle ownership. In addition car share fleets generally comprise of fuel efficient cars.

Legal Implications

69. No identified legal implications.

Other Issues

70. No known other issues.

Options

71. An active Council policy is now required to manage Car Share Providers.

Conclusion

72. Car share is supported by Council’s Strategic Transport Statement 2012 and the Parking Management Strategy (2013-2017).
73. The community benefits of car sharing include the potential for households to reduce expenditure as a result of vehicle ownership no longer being a necessity. It also encourages residents to “live locally” and support local businesses for their everyday needs. Car share benefits the local community by promoting healthier lifestyles (i.e. increased walking and cycling) and can reduce the impacts of traffic congestion and high parking demand.
74. In order to maintain a stable level of privately owned vehicles in Yarra (45 cars per 100 people) over the next five years an additional 79 car share spaces would be required in Yarra resulting in a total provision of 231 spaces.
75. The demand for on-street parking in Yarra is high, it is therefore recommended that for every two new spaces a Car Share Provider requests on-street they would be required to provide one space off-street (for example within commercial car parks or new major developments).
76. The target expansion of the car share network would equate to an additional 10 to 11 on-street spaces and 5 to 6 off-street spaces per year over the five-year duration of the Policy.
77. Officers consider that the setting of an installation charge to cover all costs associated with the installation of a new one-street car share bay, including consideration of the value of the space to the community, is appropriate.
78. Officers also consider the setting of an additional annual permit charge for each existing on-street car share bay is appropriate and should be subject to annual review.
79. A copy of the policy is provided at Attachment 1.

RECOMMENDATION

1. That Council:
- (a) note the officer report on the current demand and supply of car share schemes in the

municipality;

- (b) note the draft Car Share Policy as shown in Attachment 1; and
- (c) resolve to adopt the attached Car Share Policy 2018-2023.

CONTACT OFFICER: Simon Exon
TITLE: Strategic Transport Coordinator
TEL: 9205 5781

Attachments

1 [⇒](#) Car Share Policy 2018-2023

11.3 Status of Non-Rateable Properties

Trim Record Number: D18/120695

Responsible Officer: Director Corporate, Business and Finance

Purpose

1. To provide Council with data regarding the status of religious, charitable and not-for profit organisations in the City of Yarra.

Background

2. At the Council meeting on 6 March 2018, Council resolved that:
 1. *That Council:*
 - (a) *Notes recent Fairfax media reporting of the Catholic Church owning over \$600 million worth of property in the City of Yarra; and*
 - (b) *Receives a report outlining;*
 - (i) *The rateable/non-rateable status of properties in the City of Yarra owned by religious, charitable and not-for-profit organisations;*
 - (ii) *Any benefits/discounts that those organisations enjoy as a result of their religious, charitable or not-for profit status; and*
 - (iii) *An estimate on the proportion of rates that would be payable by those organisations if non-rateable properties were rateable.*
3. In 1853, the Victorian Government created the *Roads Act* which imposed tolls for the use of public highways and contained provisions for exemptions for Ministers of Religion and persons in the service of the Government. The following year, the *Municipal Institutions Act* introduced a limited rating liability applying to houses and land.
4. General liability for rates was introduced in 1863 by the enactment of the Local Government Act 1863 for Shires and the Municipal Institutions Act 1863 for Cities, Towns and Boroughs. These Acts exempted from rating, property of Government, property being places of worship, dwellings of Ministers of Religion, schools receiving aid from the Government or which were otherwise of a public character.
5. The wording "*land used exclusively for charitable purposes*" can be traced back at least as far as the Local Government Act 1890 Section 246. It has remained unaltered throughout the various consolidations of the law which took place in 1903, 1915, 1928, 1946, 1958 and the current Act in 1989.
6. The new Local Government Bill is currently being debated by the Victoria Parliament. This Act also includes the words "land used exclusively for charitable purposes".
7. Section 154 of the Local Government Act 1989 (Act) has 4 areas that apply to rate exemptions, a copy of section 154 is attached to this report as Attachment 1:

1. Public Purpose

Land which is unoccupied and is the property of the Crown or vested in a Minister, a Council, a public statutory body or trustees appointed under an Act to hold that land in trust for public or municipal purposes. Examples of Public Purpose Land include Council Parks, Government Schools. To attract an exemption the Land must be used exclusively for public or municipal purposes.

2. Charitable Land

Charitable within the meaning of Section 154 of the Local Government Act 1989 is used in its strict legal sense:

For the meaning of “Charity” we must revert, because of the absence of any statutory definition thereof, to the preamble of a statute passed in the reign of Queen Elizabeth 1 (1500’s), commonly called the “Statute of Elizabeth”.

In discussing this preamble, Lord MacNaughton in the case *“Income Tax Commissioners v Penseil (1891)”*, held that charity in its legal sense comprised four principal divisions:

- (i) Trusts for the relief of poverty;
- (ii) Trusts for the advancement of education;
- (iii) Trusts for the advancement of religion; and
- (iv) Trusts for other purposes beneficial to the community not falling under the preceding headings

The Australian Government issues Charities with a Not-for-Profit Commission Certificate or an Endorsement for Charity Tax Concessions Certificate.

3. Religious

Land used exclusively as a residence of a practising Minister of Religion, or used partly for that purpose and partly for education and training of persons to be Ministers of Religion attracts a rate-exemption. In order to gain the exemption, however, the land must be vested in or held in trust for a religious body.

4. Service Clubs (RSL)

Land is exempt from rating if it is held in trust and used exclusively for the purposes of a club for or a memorial to persons who performed “*service or duty*” within the meaning of section 3(1) of the Veterans Act 2005.

8. Considerable difficulty often arises when determining whether land is being used “*exclusively*”. Each of the sections above uses the word “*exclusively*.” Contrary to common usage of the word, legal decisions have established that land can be used exclusively for a purpose if its “*main purpose*” is the purpose. Hence the land can be used for other purposes (except those outlined in Section 154) and still retain its exclusive use, provided such other purposes are merely incidental or ancillary to the main purpose.
9. For example a church hall may be used one day a week to provide dance classes by a private operator. This use would be deemed to be incidental as the main use would still be a church hall. If the dance operator used the hall for 4 days of the week, the use would no longer be incidental, the dance class is now the main purpose and in this instance the hall would become rateable.
10. The test of rateability becomes the use of the land not the fact that the land is owned or occupied by a charity or rate exempt body.

Yarra Applications

11. Applications for rate exemption made to Yarra must include the following information:
 - (a) A copy of the lease, occupancy agreement or land title for the area subject to the application;
 - (b) A copy of the Australian Charities and Not-for Profit Commission Certificate;
 - (c) A copy of the Australian Government Endorsement for Charity Tax Concessions Certificate;
 - (d) Copy of the Town Planning Permit for the occupancy, including any car parking waiver permit;
 - (e) Information on the Applicant, usually a copy of an annual report; and
 - (f) Information on the exact use of the occupancy, for example; office, meeting rooms, consulting rooms, etc.
12. A formal inspection is undertaken to confirm the information provided.

13. Once a charitable use is established Council must grant the exemption. The exemption is granted from the date of application.
14. A property that does not have the proper planning approval does not meet the “exclusive use” requirement.
15. A property owned by a private person but occupied by a charity must be made rate exempt provided the “exclusive use” is established.
16. A copy of the exemption is sent to the State Revenue Office and the appropriate Water Authority.
17. Applicants have the right to object to the County Court if Council decides not to grant an exemption.

Yarra Totals

18. Totals for rate exempt properties in Yarra are as follows:

		No. of Properties	NAV	Rates
1	Public Purpose	129	\$39,563,600	\$1,396,990.40
2	Charitable	280	\$93,874,750	\$3,314,716.67
3	Religious	10	\$2,204,550	\$77,842.64
4	Service Clubs	3	\$400,250	\$14,132.82
	Total	422*	\$136,043,150	\$4,803,682.53

* Council Properties not included

19. The table above reflects that rate exemptions of approximately \$4.8m are provided to non-rateable properties in Yarra per year. It should be noted that if the properties became rateable the \$4.8 million would be a once off increase in rates only. The following year the amount would become part of the total rate base (under the rate capping provisions of the Local Government Act 1989).
20. Yarra’s two largest exempt properties are properties associated with St Vincent’s Hospital and Epworth Hospital.

Issues

21. If a property is non-rateable under the Act, then Council has a statutory requirement to make it exempt.
22. The original intention of providing an exemption was that the charity would provide services to the community and ratepayers of the municipality. Both St Vincent’s and Epworth are major public/private hospitals and provide services Melbourne/Victoria wide.
23. If an exempt property became rateable it would have to pay Land Tax. This could make some charitable properties in the inner suburbs non-viable.
24. When a property becomes rate exempt, and because Council has total annual rate revenue it needs to raise to fund its services and asset renewal, the additional rate burden is borne by the rateable properties in the municipality.

External Consultation

25. No external consultation was required as part of this report.

Internal Consultation

26. No internal consultation was required as part of this report.

Financial Implications

27. There are no financial implications.

Economic Implications

28. There are no economic implications.

Sustainability Implications

29. There are no sustainability implications.

Social Implications

30. There are no social implications.

Human Rights Implications

31. Human Rights implications have been considered and are not applicable for this report.

Communications with CALD Communities Implications

32. No communications with CALD communities were required for this report.

Council Plan, Strategy and Policy Implications

33. There are no Council Plan, Strategy, or Policy implications.

Legal Implications

34. There are no legal implications.

Other Issues

35. There are no other issues.

Options

36. There are no options associated with this report.

Conclusion

37. This report is presented to Council for noting.

RECOMMENDATION

1. That Council note this report.

CONTACT OFFICER: Bill Graham
TITLE: Coordinator Valuations
TEL: 9205 5270

Attachments

1⇒ Copy of Section 154 of LGA

11.4 Valuation and Rating Data - Electronic Gaming Machine Venues

Trim Record Number: D18/118582

Responsible Officer: Group Manager Chief Executive's Office

Purpose

1. To provide Council with valuation and rating data for the eight venues in the municipality with licenses to operate electronic gaming machines in response to a Council resolution at the meeting on 3 July 2018.

Background

2. At the Council Meeting on 3 July 2018, Council resolved that “*Council request that Officers prepare a report for noting at the 7th August 2018 Council Meeting outlining the valuations (Site value, CIV and NAV) for the 8 poker machine venues in City of Yarra and the rates which will be payable by these venues in 2018/2019.*”
3. At the date of writing this report, there are eight venues operating within the City of Yarra. They are:
 - (a) **Bakers Arms Hotel**, 355 Victoria Street Abbotsford;
 - (b) **Parkview Hotel**, 131 Scotchmer Street Fitzroy North;
 - (c) **The Prince of Wales Hotel**, 109 Church Street Richmond;
 - (d) **Punters Palace**, 314 Smith Street Collingwood;
 - (e) **The Richmond Social**, 157 Swan Street Richmond;
 - (f) **Royal Oak**, 527 Bridge Road Richmond;
 - (g) **Tankerville Arms Hotel**, 230 Nicholson Street Fitzroy; and
 - (h) **Vine Hotel**, 254 Bridge Road Richmond.
4. At 1 January 2018, the cumulative valuations of these properties were:
 - (a) **Site Value**, \$30,560,000;
 - (b) **Capital Improved Value**, \$39,090,000; and
 - (c) **Net Annual Value**, \$2,536,500.
5. In 2018/2019, the rates payable by these properties is:
 - (a) **General Rates**, \$89,563.81;
 - (b) **Fire Services Property Levy**, \$20,140.24; and
 - (c) **Special Charges**, \$716.00 (see note below).
6. In interpreting these figures, the following factors should be taken into account:
 - (a) valuation figures are subject to objection under Part III of the Valuation of Land Act 1960;
 - (b) the application of rates is subject to appeal under section 184 of the Local Government Act 1989;
 - (c) rates payable figures do not include any optional charges (e.g. for garbage collection);
 - (d) the Special Charges shown above refer to the two venues subject to the Bridge Road Special Charge. This charge is currently set at \$358 annually, but as it is subject to review during 2018/2019 it is not yet possible to provide an accurate figure for 2018/2019; and
 - (e) the figures do not include a separate assessment for the telecommunication assets on the roof of one venue.

External Consultation

7. Confirmation of the location of current venues with a license to operate electronic gaming machines was received from the Victorian Commission for Gambling and Liquor Regulation.

Internal Consultation (One Yarra)

8. Valuations data was provided by Council's Valuation Services Unit, and rates data was provided by the Revenue Services Unit.

Financial Implications

9. There are no financial implications arising from this report.

Economic Implications

10. There are no economic implications arising from this report.

Sustainability Implications

11. There are no sustainability implications arising from this report.

Social Implications

12. There are no social implications arising from this report.

Human Rights Implications

13. There are no human rights implications arising from this report.

Communications with CALD Communities Implications

14. No community consultation was undertaken in the development of this report.

Council Plan, Strategy and Policy Implications

15. This report arises directly from a Council resolution and is not the result of the ongoing implementation of the Council Plan.

Legal Implications

16. Consideration has been given to whether the data requested should be provided cumulatively or on an individual venue basis. Care needs to be taken in releasing individual data in the public domain as it could unreasonably expose commercial undertakings to disadvantage.
17. In making this determination, officers have applied the test set out in the Freedom of Information Act 1982. This Act provides that the entitlement to access does not apply to "*a document which contains information that is open to public access, as part of a public register or otherwise, in accordance with another enactment, where that access is subject to a fee or other charge*".
18. On this basis, cumulative data has been provided in this report, as individual venue data is available to any person upon application to Council for a land information certificate under section 229 of the Local Government Act 1989 and payment of the relevant fee.

Other Issues

19. There are no other issues arising from this report.

Options

20. As this report is presented to Council for noting, there are no options presented.

Conclusion

21. This report is presented to Council for noting.

RECOMMENDATION

1. That Council note this report.

CONTACT OFFICER: Rhys Thomas
TITLE: Senior Governance Advisor
TEL: 9205 5302

Attachments

There are no attachments for this report.

11.5 2017/18 Annual Plan Quarterly Progress Report - June 2018

Executive Summary

Purpose

To present the 2017/18 Annual Plan Quarterly Progress Report - June 2018 to Councillors for noting.

Key Issues

The 2017/18 Annual Plan has 70 actions.

Annual targets set a requirement for 75% of Annual Plan actions to be Complete or On Track (>90%) by 30 June each year.

At the end of June Council achieved a result of 85.71% or 60 of 70 actions are On Track or Complete.

Financial Implications

There are no financial implications.

PROPOSAL

That Council note the 2017/18 Annual Plan Quarterly Progress Report - June 2018.

11.5 2017/18 Annual Plan Quarterly Progress Report - June 2018

Trim Record Number: D18/129398

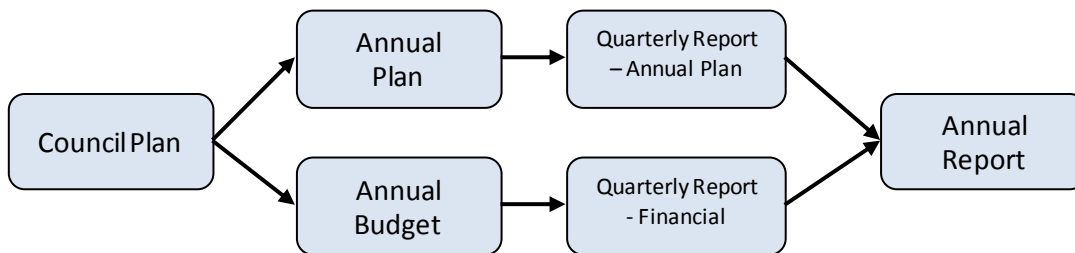
Responsible Officer: Manager Corporate Planning and Performance

Purpose

1. To present the 2017/18 Annual Plan Quarterly Progress Report - June 2018 to Councillors for noting.

Background

2. This year, 2017/18, represents the first year of the 4-year *Council Plan 2017-21*, adopted by Council on 1 August 2017.
3. The Annual Plan and Annual Plan Quarterly Progress Reports are two of Council’s key accountability documents to the community.



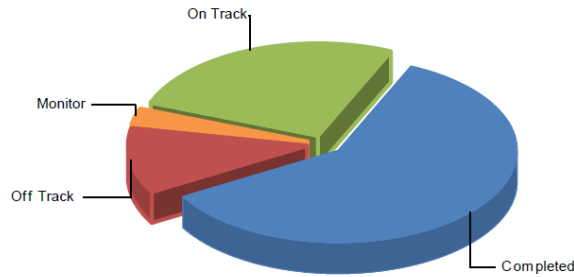
4. The 2017/18 Annual Plan was endorsed by Council on 19 September 2017 and details the organisation’s annual response to Initiatives contained in the 4-year Council Plan.
5. Council Plan Initiatives are significant projects and activities that are proposed to be worked on over the term of the Council Plan.
6. The Annual Plan Quarterly Progress Report notes the year-to-date progress of the Annual Plan Actions and Milestones providing a performance rating and supporting commentary.
7. The 2017/18 Annual Plan contains 70 actions spread across the Council Plan’s Strategic Objectives. It is achievable, delivers on Council’s priorities and reflects the organisation’s focus on delivering the Council Plan’s Initiatives in 2017/18.

Strategic Objective	Number of Actions
	2017/18 Annual Plan
A healthy Yarra: a place where Community health, safety and wellbeing are a focus in everything we do	10
An inclusive Yarra: a place where Inclusion, diversity and uniqueness are welcomed, respected and celebrated	9
A sustainable Yarra: a place where Council leads on sustainability and protects and enhances its natural environment	6
A liveable Yarra: a place where Development and growth are managed to maintain and enhance the character and heritage of the city	13
A prosperous Yarra: a place where Local businesses prosper and creative and knowledge industries thrive	11
A connected Yarra: a place where Connectivity and travel options are	12

Strategic Objective	Number of Actions 2017/18 Annual Plan
environmentally sustainable, integrated and well-designed	
A leading Yarra: a place where Transparency, performance and community participation drive the way we operate	9
Total	70

8. There are 49 Strategies in the *Council Plan 2017-21*, with 99 associated Initiatives. Not all of these have a corresponding action in the 2017/18 Annual Plan. The Council Plan is a four-year document and Initiatives will commence across a range of years. A number of Initiatives are predominantly operational in nature and will be reported on through the 'Other Council Plan Initiatives' section of the Annual Plan Quarterly Progress Report six monthly in the December and June reports.
 9. To ensure the integrity and transparency of the Annual Plan, which is endorsed by Council, actions including their descriptions and milestones can only be changed by resolution of Council.
 10. Officers or Councillors may propose changes to the Annual Plan.
 11. Council endorsed changes to four actions in the 2017/18 Annual Plan as part of the December Mid-Year Report. These actions were 1.08 Develop Yarra Homelessness Strategy, 2.01 Develop a Volunteer Strategy, 2.02 Develop Human Rights Charter and 2.06 Develop LGBTIQ Strategy.
- Quarterly performance
12. The progress of an action is measured by the status of its individual milestones which are weighted to represent the relative time and effort they contribute to achievement of the overall action.
 13. The following thresholds are used to determine the status of an action:
 - (a) On track $\geq 90\%$
 - (b) Monitor 75-89%
 - (c) Off track $< 75\%$

14. Annual Plan Action progress summary as at 30 June 2018:



Strategic Objective	No. of Actions Reported	Complete	On track (>=90%)	Monitor (75-90%)	Off track (<75%)	Not Started
A healthy Yarra	10	3	3	1	3	0
An inclusive Yarra	9	7	2	0	0	0
A sustainable Yarra	6	4	1	1	0	0
A liveable Yarra	13	5	4	0	4	0
A prosperous Yarra	11	8	2	0	1	0
A connected Yarra	12	8	4	0	0	0
A leading Yarra	9	7	2	0	0	0
	70 (100%)	42 (60.00%)	18 (25.71%)	2 (2.86%)	8 (11.43%)	0 (0.00%)

- 15. The 2017/18 Annual Plan had 70 actions scheduled to be completed this year.
- 16. Annual targets set a requirement for 75% of Annual Plan actions to be Complete or On Track (>90%) by 30 June each year.
- 17. At the end of June Council has achieved a result of 85.71% or 60 of 70 actions are On Track or Complete.
- 18. The following actions are recorded as Monitor or Off Track or at the end of June. These actions have experienced delays to one or more of their milestones. More detail is contained in the attached report.

Monitor

- 1.06 Develop new Open Space Strategy
- 3.01 Develop Biodiversity Strategy

Off track

- 1.03 Deliver Public Realm safety improvements to the Lennox and Victoria Street intersections
- 1.04 Work with the community to address alcohol-related harm for young people
- 1.07 Develop Leisure Centres Master Plan
- 4.03 Negotiate Joint Use Agreements with Richmond High School
- 4.07 Develop Social and Affordable Housing Strategy
- 4.11 Develop Activity Centre Structure Plans
- 4.13 Understanding Planning in Yarra
- 5.04 Develop shopping strip master plans

Council Plan Indicators

- 19. Results for the Council Plan (Strategic) Indicators will be reported to Council with the results of the LGPRF indicators in early September.

External Consultation

- 20. Significant community engagement and consultation was undertaken during the development of the *Council Plan 2017-21*. The 2017/18 Annual Plan reflects the community priorities identified during this process, included in the *Council Plan 2017-21* initiatives.

21. Members of the community will have the opportunity to comment on the progress report when it is presented to Council on 7 August 2018.
22. Projects contained in the 2017/18 Annual Plan are subject to external consultation and engagement on a case-by-case basis.

Internal Consultation (One Yarra)

23. Managers and Directors were consulted during development of the 2017/18 Annual Plan Actions, and are responsible for providing quarterly updates on their progress against delivery of these actions.

Financial Implications

24. Actions in the 2017/18 Annual Plan are resourced within the 2017/18 Budget.

Economic Implications

25. The *Council Plan 2017-21* includes the Strategic Objective *A prosperous Yarra: a place where Local businesses prosper and creative and knowledge industries thrive*. The 2017/18 Annual Plan includes 11 actions that respond to initiatives under this Strategic Objective.

Sustainability Implications

26. The *Council Plan 2017-21* includes the Strategic Objective *A sustainable Yarra: a place where Council leads on sustainability and protects and enhances its natural environment*. The 2017/18 Annual Plan includes 6 actions that respond to initiatives under this Strategic Objective.

Social Implications

27. The *Council Plan 2017-21* includes the Strategic Objective *A healthy Yarra: a place where Community health, safety and wellbeing are a focus in everything we do*. The 2017/18 Annual Plan includes 10 actions that respond to initiatives under this Strategic Objective.

Human Rights Implications

28. The *Council Plan 2017-21* includes the Strategic Objective *An inclusive Yarra: a place where inclusion, diversity and uniqueness are welcomed, respected and celebrated*. The 2017/18 Annual Plan includes 9 actions that respond to initiatives under this Strategic Objective.

Communications with CALD Communities Implications

29. CALD groups were specifically targeted as part of the engagement plan for the *Council Plan 2017-21* and were represented in a group workshop which included Council's advisory groups.
30. Translation service assistance is available via Council's website for members of the CALD community and this service extended to the Council Plan engagement process.

Council Plan, Strategy and Policy Implications

31. The 2017/18 Annual Plan represents Year 1 of the *Council Plan 2017-21* adopted on 1 August 2017.

Legal Implications

32. There are no legal implications.

Other Issues

33. There are no other issues.

Options

34. The report does not include any options.

Conclusion

35. The Annual Plan Quarterly Progress Report June 2018 is presented to Council for noting.

RECOMMENDATION

1. That Council note the end-of-year result as reported in the 2017/18 Annual Plan Quarterly Progress Report - June 2018.

CONTACT OFFICER: Shane Looney
TITLE: Corporate Planner
TEL: 9205 5397

Attachments

- 1 [⇒](#) 2017-18 Annual Plan Progress Report - June

11.6 Proposed 2018/19 Annual Plan

Executive Summary

Purpose

To present the proposed 2018/19 Annual Plan to Council for endorsement.

Key Issues

The proposed 2018/19 Annual Plan has 45 actions.

Annual targets set a requirement for 75% of Annual Plan actions to be Complete or On Track (>90%) by 30 June each year.

Financial Implications

There are no financial implications.

PROPOSAL

That Council endorse the proposed 2018/19 Annual Plan.

11.6 Proposed 2018/19 Annual Plan

Trim Record Number: D18/129618

Responsible Officer: Manager Corporate Planning and Performance

Purpose

1. To present the proposed 2018/19 Annual Plan to Council for endorsement.

Background

2. This year, 2018/19, represents the second year of the 4-year Council Plan 2017-21 (incorporating the Municipal Public Health and Wellbeing Plan), adopted by Council on 1 August 2017.
3. The Annual Plan is the organisation’s annual response to Initiatives contained in the 4-year Council Plan. Council Plan Initiatives are significant projects and activities that are proposed to be worked on over the term of the Council Plan.
4. The Annual Plan is one of Council’s key accountability documents to the community.
5. To ensure the integrity and transparency of the Annual Plan, once endorsed by Council, actions including their descriptions and milestones can only be changed by resolution of Council. Officers and Councillors can propose changes to the Annual Plan.
6. The proposed 2018/19 Annual Plan (Attachment 1) contains 45 actions spread across the Council Plan’s seven Strategic Objectives. It is achievable, delivers on Council’s priorities - identified as Initiatives in the Council Plan - and reflects the organisation’s continued focus on delivering the Council Plan in 2018/19.

Strategic Objective	Number of Actions
	2018/19 Proposed Annual Plan
A healthy Yarra: a place where Community health, safety and wellbeing are a focus in everything we do	6
An inclusive Yarra: a place where Inclusion, diversity and uniqueness are welcomed, respected and celebrated	4
A sustainable Yarra: a place where Council leads on sustainability and protects and enhances its natural environment	7
A liveable Yarra: a place where Development and growth are managed to maintain and enhance the character and heritage of the city	13
A prosperous Yarra: a place where Local businesses prosper and creative and knowledge industries thrive	5
A connected Yarra: a place where Connectivity and travel options are environmentally sustainable, integrated and well-designed	6
A leading Yarra: a place where Transparency, performance and community participation drive the way we operate	4
Total	45

7. There are 49 Strategies in the Council Plan 2017-21, with 99 associated Initiatives. Not all of these have a corresponding action in the proposed 2018/19 Annual Plan. The Council Plan is a four-year document and Initiatives will commence across a range of years.
8. A number of Initiatives are predominantly operational in nature and will be reported on through the 'Other Council Plan Initiatives' section at the end of the proposed 2018/19 Annual Plan.

External Consultation

9. The Council Plan 2017-21 was adopted on 1 August 2017 following extensive community engagement. This included five Listening Posts, five open community information sessions, a forum with Council's advisory groups, community language groups and targeted engagements with traditionally hard to reach groups in the community. These sessions were advertised via a range of media and in community languages.
10. The Proposed 2018/19 Annual Plan reflects Council's priorities as stated in the *Council Plan 2017-21* and as such is not put out for further public consultation.
11. Community members have the opportunity to make a submission to the proposed 2018/19 Annual Plan when it is presented to Council on 7 August 2018.

Internal Consultation (One Yarra)

12. Internal consultation has been undertaken with Managers and Directors in developing the proposed 2018/19 Annual Plan actions.

Financial Implications

13. Actions in the proposed 2018/19 Annual Plan are resourced within the 2018/19 Budget.

Economic Implications

14. The Council Plan 2017-21 includes the Strategic Objective A. Prosperous Yarra: a place where Local businesses prosper and creative and knowledge industries thrive. The Proposed 2018/19 Annual Plan includes 5 actions that respond to initiatives under this Strategic Objective.

Sustainability Implications

15. The Council Plan 2017-21 includes the Strategic Objective A sustainable Yarra: a place where Council leads on sustainability and protects and enhances its natural environment. The Proposed 2018/19 Annual Plan includes 7 actions that respond to initiatives under this Strategic Objective.

Social Implications

16. The Council Plan 2017-21 includes the Strategic Objective A. Healthy Yarra: a place where Community health, safety and wellbeing are a focus in everything we do. The Proposed 2017/18 Annual Plan includes 6 actions that respond to initiatives under this Strategic Objective.

Human Rights Implications

17. The Council Plan 2017-21 includes the Strategic Objective an Inclusive Yarra: a place where inclusion, diversity and uniqueness are welcomed, respected and celebrated. The Proposed 2018/19 Annual Plan includes 4 actions that respond to initiatives under this Strategic Objective.

Communications with CALD Communities Implications

18. CALD groups were specifically targeted as part of the engagement plan for the Council Plan 2017-21 and were represented in a group workshop which included Council's advisory groups.
19. Translation service assistance is available via Council's website for members of the CALD community and this service extended to the Council Plan engagement process.

Council Plan, Strategy and Policy Implications

20. The proposed 2018/19 Annual Plan represents Year 2 of the Council Plan 2017-21 adopted on 1 August 2017.

Legal Implications

21. There are no legal implications.

Other Issues

22. There are no other issues.

Options

23. This report does not include any options.

Conclusion

24. Following a rigorous process the proposed 2018/19 Annual Plan has been developed and is presented to Councillors endorsement.

RECOMMENDATION

1. That Council endorse the proposed 2018/19 Annual Plan as presented and authorises officers to make minor administrative changes or clarifications if required.

CONTACT OFFICER: Shane Looney
TITLE: Corporate Planner
TEL: 9205 5397

Attachments

- 1 [⇒](#) Proposed 2018-19 Annual Plan Final

11.7 Report on Assemblies of Councillors

Trim Record Number: D18/128708

Responsible Officer: Group Manager Chief Executive's Office

Purpose

1. To provide a report on Assemblies of Councillors.

Background

2. The *Local Government Act 1989* (The Act) requires that ... "The Chief Executive Officer must ensure that the written record of an Assembly of Councillors is, as soon as practicable:
 - (a) reported at an ordinary meeting of the Council; and
 - (b) incorporated in the minutes of that Council meeting.....".
3. This report includes all Assemblies of Councillors reported to the Governance Department at the cut-off date that have not already been reported to Council. Assemblies held prior to the cut-off date that are not included here will be included in the next report to Council.

Consultation

4. Not applicable.

Financial Implications

5. Not applicable.

Economic Implications

6. Not applicable.

Sustainability Implications

7. Not applicable.

Social Implications

8. Not applicable.

Human Rights Implications

9. Not applicable.

Communications with CALD Communities Implications

10. Not applicable.

Council Plan, Strategy and Policy Implications

11. Not applicable.

Legal Implications

12. The Act requires the above information be reported to a formal Council Meeting and also be recorded into the Minutes of the Council.

Other Issues

13. Not applicable.

Options

14. Nil.

Conclusion

15. That Council formally note and record the Assemblies of Councillors report as detailed in **Attachment 1** hereto.

RECOMMENDATION

1. That Council formally note and record the Assemblies of Councillors report as detailed in ***Attachment 1*** hereto.

CONTACT OFFICER: Mel Nikou
TITLE: Administration Officer - Governance Support
TEL: 9205 5158

Attachments

- 1 [⇒](#) Assemblies of Councillors Report - August 2018

12.1 Notice of Motion No 10 of 2018 - Publication of Councillors' Briefing Session Summaries

Trim Record Number: D18/126367

Responsible Officer: Group Manager Chief Executive's Office

I, Councillor Bosler, hereby give notice that it is my intention to move the following motion at the Ordinary Meeting of Council to be held on 7 August 2018:

“That in the matter of Councillors’ Briefing Sessions, Council:

- (a) determine to publish on Council’s website, a summary of the matters included in the agenda listing the subject of items discussed at such Briefings, as per the example being **Attachment 1** hereto;*
- (b) note that:*
 - (i) items of a confidential nature, as defined in the Local Government Act 1989 (i.e. legal, contractual, personnel, industrial, property development, security, prejudicial, etc.), shall be listed as “Confidential Matter”, together with the applicable clause from the Act; and*
 - (ii) such Councillors’ Briefing summaries will be uploaded to the website within three working days of each Councillors’ Briefing.”*

Background:

In support of the Notice of Motion, the following **Attachment 1**, being a draft Summary of Councillors’ Briefing is presented as an example of the document which could be uploaded to the public website.

RECOMMENDATION

- 1. That in the matter of Councillors’ Briefing Sessions, Council:
 - (a) determine to publish on Council’s website, a summary of the matters included in the agenda listing the subject of items discussed at such Briefings, as per the example being **Attachment 1** hereto;
 - (b) note that:
 - (i) items of a confidential nature, as defined in the Local Government Act 1989 (i.e. legal, contractual, personnel, industrial, property development, security, prejudicial, etc.), shall be listed as “Confidential Matter”, together with the applicable clause from the Act; and
 - (ii) such Councillors’ Briefing summaries will be uploaded to the website within three working days of each Councillors’ Briefing.

Attachments

- 1 ⇨ EXAMPLE - Councillors' Briefing Summary