



Ordinary Meeting of Council Agenda

**to be held on Tuesday 30 July 2019 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. Delegates' reports**
- 9. General business**
- 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 Danae Bosler (Mayor)
- Cr Misha Coleman (Deputy Mayor)
- Cr Mi-Lin Chen Yi Mei
- Cr Jackie Fristacky
- Cr Stephen Jolly
- Cr Daniel Nguyen
- Cr Bridgid O'Brien
- Cr James Searle
- Cr Amanda Stone

Council officers

- Vijaya Vaidyanath (Chief Executive Officer)
- Ivan Gilbert (Group Manager Chief Executive's Office)
- Lucas Gosling (Director Community Wellbeing)
- Gracie Karabinis (Group Manager People, Culture and Community)
- Chris Leivers (Director City Works and Assets)
- Diarmuid McAlary (Director Corporate, Business and Finance)
- Bruce Phillips (Director Planning and Place Making)
- Mel Nikou (Governance Officer)

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

4. Confidential business reports

Nil

5. Confirmation of minutes

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on Tuesday 16 July 2019 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. Delegate's reports

9. General business

10. Questions without notice

11. Council business reports

Item		Page	Rec. Page	Report Presenter
11.1	North East Link Panel Response to Council Submission	6	8	Simon Exon – Unit Manager Strategic Transport Planning
11.2	Fitzroy Adventure Playground Program Grant 2019-2022 Recommendation Report	9	17	Lucas Gosling – Director Community Wellbeing
11.3	Library Policy Update	18	25	Lucas Gosling – Director Community Wellbeing
11.4	Self defence programs for women, girls and LGBTIQ+ community	26	32	Chris Leivers – Director City Works and Assets
11.5	Appointment of Authorised Officers - Planning and Environment Act 1987	33	34	Ivan Gilbert – Group Manager - Chief Executive's Office
11.6	Report on Assemblies of Councillors	35	36	Ivan Gilbert – Group Manager - Chief Executive's Office

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

Nil

13. Urgent business

Nil

11.1 North East Link Panel Response to Council Submission

Reference: D19/128998

Authoriser: Director Planning and Place Making

Purpose

1. The purpose of this report is to provide Council with information regarding:
 - (a) The status of the NEL EES assessment process, and
 - (b) NEL's initial responses to the issues raised in Council's submission on the EES.

Background

2. The NEL is a proposed \$16 billion freeway connection that will connect the M80 Ring Road to the Eastern Freeway. The project includes a suburban road tunnel under residential areas in Rosanna, Heidelberg, Ivanhoe East and Bulleen, as well as upgrades to the M80 and the Eastern Freeway to increase capacity.
3. NEL is being assessed through an EES process. The NEL project team within the Major Transport Infrastructure Authority (MTIA) is required to prepare an EES, to document *'investigations of potential environmental effects of the Public Works, including the feasibility of design alternatives and relevant environmental mitigation and management measures.'*
4. The EES was on public display from 10 April to 7 June 2019, during which time the public could make written submissions.
5. A report was presented to Council on Tuesday 28 May 2019 (D19/74048), providing information on the NEL project, the EES process, and a draft submission on the NEL.
6. Council made a submission on the NEL EES on 6 June 2019 (Attachment 1). The submission raises a number of issues and potential impacts for Yarra, and sets out strategic outcomes that Council wishes to see delivered as part of the project.
7. The panel hearings commenced on 25 July 2019 and will continue until 13 September 2019. Officers presented Council's submission at the panel hearings on 26 July 2019.
8. An *Inquiry and Advisory Committee (IAC)* has been established to review the EES, public submissions and panel hearings. The IAC will provide recommendations to the Minister for Planning, and the Minister's assessment will inform the various planning and 'works' approvals required for the project.

NEL Responses to the EES submissions

9. NEL provided initial response to the issues raised in the public submissions made on the EES on 19 June 2019. The responses include a number of expert witness statements relating to the technical chapters of the EES, including Traffic and Transport.
10. Attachment 2 includes a section of the NEL Traffic and Transport Expert Evidence Statement that relates to issues and requests raised in Council's submission and Attachment 4 includes the Traffic Modelling Expert Witness Statement. Attachment 3 includes a summary of the responses included in the Traffic and Transport Evidence Statement.
11. Council raised a number of potential impacts of NEL on Yarra, including:
 - (a) Increased traffic congestion, noise and reduced amenity on arterial and local roads in Yarra;
 - (b) Increased demand for cycling to and through Yarra particularly along specific corridors that tie into the proposed NEL cycleway works;
 - (c) Loss of tree canopy and public open space directly as a result of NEL or other complimentary works;

- (d) Increased maintenance costs associated with new off-road shared paths delivered by NELA;
 - (e) Removal of car parking to support works that complement the busway and encourage cycling for new trails;
 - (f) Other potential major works in Yarra such as grade separated right turn ramps to support the busway;
 - (g) Delays to street based public transport services as a result of increased traffic levels; and
 - (h) Worsening conditions for cyclists as a result of increased traffic particularly on key cycle routes.
12. The general response by the North East Link Authority to most of the issues and requests raised by Council is that they are out of the project scope and/or that the impacts on Yarra are expected to be insignificant. At the hearing on 26 July the Council officer outlined the Council position that the scope of the project needs to be broadened so it appropriately considers the matters raised by Yarra.

External Consultation

13. This project is being delivered by the State Government. All consultation for the project is being led by their communications and engagement team. The Yarra communications team have been engaged in this process and worked with the NEL project team on community engagement for aspects in Yarra.

Internal Consultation (One Yarra)

14. Council officers from Strategic Transport, Traffic, Open Space and Urban design were consulted to identify the strategic outcomes included in Council's submission.

Financial Implications

15. There are no financial implications at this submission stage.

Economic Implications

16. There are no specific known economic implications for Yarra at this time.

Sustainability Implications

17. There are no sustainability implications associated with this update report. There are potential sustainability implications associated with the NE Link project.

Social Implications

18. There are no particular social implications with this update.

Human Rights Implications

19. There are no known human rights implications at this stage.

Communications with CALD Communities Implications

20. The NEL EES Engagement Plan includes an approach for engaging with CALD communities.

Council Plan, Strategy and Policy Implications

21. A number of Council policies and plans regarding transport, land-use and the environment are relevant.

Legal Implications

22. There are no known legal implications at this stage.

Other Issues

23. There are no known other issues at this stage.

Options

24. There are no options as part of this update report.

Conclusion

25. The North East Link (NEL) is Victoria's largest road project. Although Yarra is located at the western edge of the project boundary, NEL could result in significant impacts to Yarra's transport network and urban amenity and needs to be carefully analysed.
26. The project is currently being assessed through an Environment Effects Statement (EES). Council made a submission on the EES on 6 June 2019.
27. NEL released initial responses to issues raised in Council's submission, with the majority of issues being responded to as out of scope and or having insignificant impact to Yarra.
28. Officers presented Council's submission on the EES at the panel hearings on 26 July 2019.
29. The next step for the EES assessment process is that in late 2019 the Minister for Planning will consider the Inquiry and Advisory Committee report on the Environment Impact Statement.
30. Council will need to monitor the progress of this project and seek the required mitigation measures to minimise any adverse impacts in the municipality.
31. Officers will brief Councillors during the course of the processes underway throughout 2019 and 2020.

RECOMMENDATION

1. That Council:
 - (a) note the Environmental Effects Statement process regarding the North East Link project by the State Government, and
 - (b) note the contents of this officer report and pages 56 – 69 of the NEL Authority Traffic and Transport Review Expert Evidence Statement as it relates to the Yarra City Council submission and its attachments.
2. That officers provide further updates to Council following the conclusion of the Inquiry and Advisory Committee process.

CONTACT OFFICER: Simon Exon
TITLE: Unit Manager Strategic Transport Planning
TEL: 9205 5781

Attachments

- 1⇒ Attachment 1 - Council submission
- 2⇒ Attachment 2 - Pages from Traffic and Transport Review Expert Evidence Statement
- 3⇒ Attachment 3 - Summary table of Traffic and Transport responses to Council submission
- 4⇒ Attachment 4 - Traffic modelling expert witness statement

11.2 Fitzroy Adventure Playground Program Grant 2019-2022 Recommendation Report

Executive Summary

Purpose

To seek Council endorsement of the successful applicant for the Fitzroy Adventure Playground Program Grant 2019 – 2022.

Key Issues

The Grant Assessment Panel (the panel) recommends awarding this grant to the Save the Children Australia because they submitted a strong application demonstrating that they meet all the criteria to a high or very high standard. The proposal has good financial and social value to the Yarra community and the applicant has provided a strong and responsive service to the local community and have demonstrated within this application a commitment to continue doing so.

Save the Children Australia is the only applicant for the grant and propose to continue the delivery of a program similar to their current Cubbies program but with reduced hours.

The proposal will reduce the number of hours offered in the program compared to the agreed hours of operation under the last funding agreement.

Save the Children Australia are not willing or able to make any further commitment to the program hours at this point in time.

It is noted that the current funding agreement had a similar leveraged funding arrangement in place, as it also by implication required the Save the Children Australia to secure additional revenue to deliver the program according to the funding agreement.

Financial Implications

Provision of \$150,000 for the grant program is included in the 2019/20 Council budget.

Save the Children Australia have requested the maximum amount with a year 1 budget and they will provide the equivalent of \$20,000 in-kind resources from their volunteers in the delivery of the program.

PROPOSAL

The panel recommends awarding this grant to Save the Children Australia for up to 3 years, subject to annual performance targets and financial acquittals being achieved.

11.2 Fitzroy Adventure Playground Program Grant 2019-2022 Recommendation Report

Trim Record Number: D19/95254

Responsible Officer: Director Community Wellbeing

Purpose

1. The purpose of this report is to seek Council endorsement of the successful applicant for the Fitzroy Adventure Playground Program Grant 2019 – 2022.

Background

2. Council resolved on 30 April 2019 to:
 - (a) Endorse the Fitzroy Adventure Playground Community Grant Guidelines 2019 - 2022;
 - (b) Authorise officers to establish the Fitzroy Adventure Playground Program Grant and to open applications from 1 May 2019;
 - (c) Endorse the formation of the Community Grant Assessment Panel for the Fitzroy Adventure Playground Community Grant to be chaired by the Manager Family, Youth and Children's Services with community representatives; and
 - (d) Authorise officers to provide interim funding to Save the Children for up to 3 months and only in the event that continuation of the program at the Fitzroy Adventure Playground is required beyond 1 July 2019 and until such time that a new funding agreement and lease are approved with the successful applicant.

External Consultation

3. Information about the grant and guidelines was promoted on Council's website from 1 May to 29 May.
4. Targeted promotion with key messages about the grant was also directed to community, children and youth sector organisations through local networks and committees.
5. Three organisations expressed interest in applying for the grant. One organisation, Save the Children Australia (SCA), submitted an application.
6. The Grant Assessment Panel (the Panel) met on 12 June to review the application against the program grant assessment criteria and to consider its recommendation to Council.
7. The Panel consisted of Yarra Council officers and senior representatives from Brotherhood of St Laurence and Sacred Heart Primary School.

Internal Consultation (One Yarra)

8. The Community Partnership Unit community grants team provided advice and support on the management of the grant process.
9. The Advocacy and Engagement Unit provided support to develop and deliver key message to promote the grant opportunity

Financial Implications

10. Provision of \$150,000 for the grant program is included in the 2019/20 Council budget.
11. The grant guidelines specify that the total funding available to this grant program is up to \$150,000 per annum (up to 3 years) and funding in years 2 and 3 is subject to Council's annual budget process.
12. The 2019/20 budget has allocated \$150,000 to this program.
13. SCA have requested the maximum amount with a year 1 budget demonstrating:

- (a) Total income of \$170,000, which includes the council grant and the equivalent of \$20,000 in-kind resources from SCA volunteers in the delivery of the program; and
 - (b) Expected program expenditure of \$170,000 as a minimum.
14. The application is to provide structured and unstructured activities supervised by staff / volunteers for 4 sessions a week during school terms. In-kind support is provided by corporate and student volunteers with whom SCA has established partnerships and that contributes to the cost-effectiveness of the program.
15. If successful for this grant, SCA will continue their revenue raising efforts to obtain additional income so that they could deliver the Cubbies program 5 days a week and during school holidays.
16. Following submission of their application, further information was sought from SCA about the contributions and external funding they would seek if successful for this grant. They provided examples from the last financial year in which they received funding from Yorke Family Funding, Nelson Alexander, and other general donations through charity.

Economic Implications

17. The Fitzroy Adventure Playground Program Grant strengthens the community sector through provision of funds to a community based not for profit organisation.

Sustainability Implications

18. The grant guidelines and application process was conducted on-line, therefore reducing the need for printing forms.
19. SCA are committed to action to reduce the environmental impact of the program through:
- (a) Solar energy;
 - (b) Rainwater collected for vegetable garden and water activities;
 - (c) Composting and worm farm;
 - (d) After school snacks and cooked meals on weekends come from Ozharvest and Second Bite;
 - (e) Use of recycled materials for program and built materials where possible; and
 - (f) Everyday program includes educating children about sustainability.
20. SCA have partnered with Cultivating Community and Sacred Heart to improve use of the garden space at the Fitzroy Adventure Playground during the day. The collaboration aims to enhance the outdoor and nature learning experience for the students at Sacred Heart as well as contributing to the aesthetics of the garden.

Social Implications

21. The benefits and value of play for children's healthy development has been well researched and well documented. Children and young people have a greater chance of reaching their potential when they have opportunities to engage in stimulating and safe environments, experiences and relationships that support the development of each individual's capacity.
22. Adventure playground programs offer opportunities to children and young people who do not have access to their own backyard and provide a safe play space in the community.
23. The Fitzroy Adventure Playground was established in 1974 as a dedicated space for children's play and is well known by the name 'Cubbies'. Cubbies is important to the local community. A recent evaluation of the SCA's Cubbies program, which was presented to the Councillor Briefing on 27 May 2019, found that for many young people and families, Cubbies has been a long-term association.

Human Rights Implications

24. A child's right to play is enshrined in the United Nations Convention Rights of the Child.

25. The Fitzroy Adventure Playground Community Grant is in alignment with the Victorian Charter of Human Rights and Responsibilities Act 2006 insofar that the proposed grant supports children and young people to participate in and contribute to their community through the adventure playground and related activities.

Communications with CALD Communities Implications

26. It is expected that many participants in programs at the Fitzroy Adventure Playground will reflect the cultural and linguistically diversity of the Atherton Gardens and Collingwood public housing estates where most participants live.
27. The target cohort for the Cubbies program is school aged children and young people aged 5 to 16 years living in public housing. Many are from culturally and linguistically backgrounds and SCA believes they are able to harness the relationships and trust with the local community to engage with existing participants and new beneficiaries too.
28. SCA has operated the Cubbies program for four years and worked directly with culturally and linguistically diverse residents in planning and delivery of Cubbies. They have also supported the provision of the MY space (middle years) program at the adventure playground site on Wednesdays, which includes children and young people from migrant and refugee families including students who do not speak English as a first language.

Council Plan, Strategy and Policy Implications

29. Four of the seven key objectives of the Council Plan 2017-2021 relate to the Grant:
 - (a) Community health, safety and wellbeing are a focus in everything we do: The Grant provides a flexible and responsive source of funds to support the provision of the Fitzroy Adventure Playground by a not for profit community organisation. The Grant supports Council's commitment to social justice and social inclusion principles, and provides support to communities living in Yarra's public housing estates;
 - (b) Inclusion, diversity and uniqueness are welcomed, respected and celebrated: The Grant provides support for a community organisation to offer a program delivered to the Atherton community;
 - (c) Council leads on sustainability and protects and enhances its natural environment: applicants were asked to consider the environmental impact of their organisation and program; and
 - (d) Transparency, performance and community participation drive the way we operate: the establishment of the Grant positions future funding in an open process connecting with and supporting the Atherton community.
30. The grant program is aligned to strategic intent of the Yarra 0 to 25 Plan and in particular to these priority areas:
 - (a) Improve the health and wellbeing of children, young people and their families – the grant program supports the provision of an adventure playground with beneficial risk-taking during supervised play; and
 - (b) Support children, young people and their families to be strong, resilient and resourceful - the grant program responds to importance of feeling loved and safe and having a sense of connection to programs and services.
31. The SCA's proposed evaluation plan is based on a program logic model linked to the Yarra 0 to 25 Plan.

Legal Implications

32. The Fitzroy Adventure Playground is situated on part of the Atherton Reserve, which is Crown land. Council must obtain approval from the relevant Minister under section 17D (4) (c) Crown Land (Reserves) Act 1978 – Terms and Conditions Approval – to enter into a new lease, or to extend an existing lease, the Fitzroy Adventure Playground.
33. SCA has remained in possession on a 1 monthly over holding under the existing lease.

34. Interim funding for the period 01 July 2019 to 31 August 2019, with option to extend for a further month if required, has been accepted by SCA.
35. The interim funding was offered to ensure continuity of the current program and therefore the operational hours remain unchanged.

Other Issues

36. SCA is the only applicant for the grant and propose to continue the delivery of a program similar to their current Cubbies program.
37. The target cohort for the proposed program will be school aged children and young people (5 to 16 years) living in public housing, predominately from the Atherton Gardens estate.
38. SCA propose to:
 - (a) Facilitate a structured and unstructured play-based curriculum including creative, social, and cognitive play that is developmentally and culturally appropriate, and supports children and young people to strengthen their emotional, social, cognitive and physical development;
 - (b) Ensure regular participants have their information recorded and stored securely, and maintain a safe environment through appropriate staff and volunteer ratios of 1:15; and
 - (c) Continue to collaborative relationships with families and other services through referrals to relevant community and human services, attending stakeholder meetings, community forums and events.
39. SCA propose to deliver 4 weekly sessions, during school terms, for 30-40 participants per session.
40. The recent evaluation of the SCA Cubbies' program found that it is premised on the original purpose of an adventure playground, which was to provide people living in high-rise housing estates with a backyard that was a safe environment for children and young people to engage in challenging child-led play supported by professional play workers.
41. The Panel's assessment of the application found that the SCA satisfactorily addressed all aspects of the assessment criteria and all required documents were provided.
42. The Panel determined that overall the application demonstrated:
 - (a) An understanding and commitment to adventure playgrounds including 4 years' experience in the delivery of Cubbies in Fitzroy;
 - (b) Support from local stakeholders working with the target community including letters of support from the BSL, Cultivating Community, Fitzroy Police and the Sacred Heart primary school;
 - (c) A strong policy commitment to child safety and child safeguarding and relevant guidelines and procedures for the site;
 - (d) A commitment in ensuring that the site meets the health and safety needs of participants, staff and volunteers; and
 - (e) The program plan and program logic indicates SCA willingness to ensure the appropriateness of their program to local needs.
43. The Panel agreed with the advice from Council officers' regarding how some elements of the supporting plans to deliver the proposed program could be improved if Council determines that the SCA will be awarded the grant.
 - (a) The Site Management Plan could be further improved with better clarity around roles, responsibilities around some of the maintenance requirements for the site (e.g. topping

up the soil and tan bark) and that this could be addressed in the funding agreement and lease; and

- (b) The evaluation plan could be improved through further work on the program logic and documenting the objectives, inputs, outputs and outcomes. A greater focus on the core purpose of an Adventure Playground would represent the proposed program plan better. The evaluation plan and KPIs should be addressed in the funding agreement.
44. The panel recommends awarding this grant to the SCA for up to 3 years, subject to annual performance targets and financial acquittals being achieved, because:
- (a) SCA submitted a strong application demonstrating that they meet all the criteria to a high or very high standard;
 - (b) The proposal has good financial and social value to the Yarra community; and
 - (c) The applicant has provided a strong and responsive service to the local community and have demonstrated within this application a commitment to continue doing so.
45. Having consider this application, the community panel noted that there were some further areas in the application that required clarification from the SCA, which are summarised and presented in the table below.

Summary of Issue and SCA response	Officer comments
<p><i>Reduction in sessions / hours</i></p> <p>SCA cannot operate the adventure playground without additional funding through other grants and fund raising. Without additional funding, it is not possible to operate the program 5 days a week and during school holidays. SCA are committed to seeking additional funding however, they cannot commit to this level of operation within this funding envelope.</p>	<p>The SCA proposal will result in minimum of 363 annual hours and 4 sessions a week at the playground.</p> <p>SCA were previously required to deliver a minimum of 650 hours of structured and unstructured activities. Of the 650 hours, 492 hours were delivered through 5 sessions a week in school terms.</p> <p>The SCA are committed to seeking additional funding, which would be used to increase the number of hours and sessions at the playground.</p> <p>SCA are not willing or able to make any further commitment to the program hours at this point in time.</p> <p>It is noted that the current funding agreement had a similar leveraged funding arrangement in place, as it also by implication required the SCA to secure additional revenue to deliver the program according to the funding agreement.</p>
<p><i>Is there a reason SCA propose to operate on particular days of the week i.e. Monday, Tuesday, Friday and Saturday?</i></p> <p>Based on data collection, SCA has slightly higher attendance on Fridays compared to Thursdays. If SCA is the successful applicant, they will consult with the local community to help determine the most suitable days of operation and identifying where the programming can fulfil a gap in services.</p>	<p>SCA have an interim funding agreement with Council until 31 August 2019. Officers are authorised to provide up to 3 months of interim funding whilst the grant outcome / new funding agreement is negotiated.</p> <p>Interim period could be used to ask SCA to undertake the proposed community consultation about session times and days.</p>

Summary of Issue and SCA response	Officer comments
<p><i>Will SCA continue to support the provision of a middle years program on Wednesdays at the playground?</i></p> <p>SCA will continue to work with BSL and Council to deliver the Fitzroy MY Space program, where there are additional funds that can be secured to continue the program beyond 30 June 2019.</p> <p>If further funding is not secured, SCA will work with partners in the middle years working group to continue collaborative efforts in engaging young people in the middle years, and to see the program continue.</p>	<p>SCA, Fitzroy Learning Network and Council's outside of school hours, youth and library services have been supporting a Brotherhood of St Laurence initiative to pilot middle years after school program in Fitzroy, called My Space.</p> <p>The program has been operating at the Fitzroy Adventure Playground on Wednesdays, which is a day that the Cubbies program does not operate.</p> <p>It is noted that the program target group also fall within the current and proposed target group for the adventure playground program.</p>
<p><i>Program evaluation plan – the panel has raised queries about the extent to which the program logic and evaluation plan adequately captures the inputs, outputs and outcomes for an adventure playground program.</i></p> <p>SCA are willing to work with Council to refine the program logic and evaluation plan, with support from our internal Program Quality Team.</p>	<p>An updated evaluation plan could be developed in the interim funding period and is recommended to be included in a new funding agreement.</p>
<p><i>Will the program operation provide the following components to provide safety and support for children:</i></p> <ul style="list-style-type: none"> • <i>Regular participants have completed enrolment and attendance records</i> • <i>New attendees are provided with registration forms as they join the program</i> • <i>Visiting participants are supervised by their parents and guardians</i> <p>SCA confirmed that these practices would continue if they are the successful applicant.</p>	<p>Recommend that safety and support requirements for children are specified in a new funding agreement.</p>
<p><i>Does SCA intend to work with families and other organisations to address the safety of unaccompanied children leaving the program site during or at the end of the program session?</i></p> <p>SCA addresses this issue through its operational practices and policies including registration forms for regular school aged children and young people and requirement that children under 5 arrive, attend and leave the site accompanied by a parent / guardian.</p>	<p>Recommend that safety and support requirements for children are specified in a new funding agreement</p>

Summary of Issue and SCA response	Officer comments
SCA are committed to Child Safeguarding Policy and Guidelines to ensure staff and volunteers complete mandatory training and facilitate referral pathways to other organisations where required.	

46. SCA demonstrate a willingness to work with community stakeholders in the planning and provision of their adventure playground program and to seek additional funding to further meet community needs.
47. The successful applicant is not only awarded the grant but will be offered a lease for the whole site. The funding agreement with the SCA could encourage and specify the parameters for use the site to raise revenue for the adventure playground program.
48. The reduction in program hours and sessions in the proposal demonstrates that SCA are not willing to commit to more than 363 annual hours unless additional funding is secured.
49. In the last funding agreement the value of the program was measured by the minimum number of hours and sessions which 5 sessions a week during school terms and a minimum of 650 hours.
50. The recent evaluation of the program suggested that the value of the existing program was also in the contribution it made towards community cohesion and opportunity for participants. The SCA application suggests that those factors would continue to be encouraged and promoted.
51. In providing this advice to Council, further consideration could be given to:
 - (a) Undertaking another round of funding to attract more than one applicant. This would require consideration of a longer interim funding period and authorisation to negotiate with the SCA to extend the funding arrangement;
 - (b) Considering other program options and if these could provide similar outputs for the same amount of the investment. It is noted that Council makes a significant contribution to the local community already through direct services, partnerships and community grants;
 - (c) The Panel has recommended to seek a commitment from the SCA in a future funding agreement to deliver any additional funding secured for the program to specific functions such as an additional session; and
 - (d) Seeking further commitment from the SCA to specific target hours to activate the playground for other potential programs relevant to school aged children.

Conclusion

52. One application was received for the Fitzroy Adventure Playground Program Grant. SCA submitted an application to continue their current program with some changes, most notably a reduction in the minimum number of sessions and hours. SCA are committed to seeking additional funding and working with officers to improve their evaluation plan.
53. The Panel recommend that Council award the grant to the SCA for up to 3 years and subject to annual performance targets and financial acquittals being met each year.

RECOMMENDATION

1. That Council:
 - (a) award the Fitzroy Adventure Playground Program Grant 2019-2022 to Save the Children Australia, subject to performance targets and financial acquittals being met each year;
 - (b) authorise officers to negotiate a funding agreement with Save the Children Australia that includes:
 - (i) provision of \$125,000 in 2019/20, noting that \$25,000 has already been provided to Save the Children Australia this financial year, as an interim payment to ensure continuity of the Cubbies program;
 - (ii) provision of \$150,000 in 2020/21 (year 2) and 2021/22 (year 3), subject to approval through the annual Council budget and performance targets being met;
 - (iii) annual performance targets and financial acquittals from date of agreement to 30 June 2022;
 - (iv) performance commitment to seek and allocate any further funding towards additional sessions of the adventure playground program during school terms and school holiday periods;
 - (v) performance commitment to undertake an evaluation plan that specifies the inputs, outputs and outcomes for an adventure playground program in Fitzroy;
 - (vi) performance commitment to adhering to requirements to safety and support for all children and young people attending the program and/or visiting the site of the Fitzroy Adventure Playground; and
 - (vii) performance commitment to encourage and specify the parameters for use of the site to raise revenue and/or improve utilisation outside of the scheduled program hours; and
 - (c) authorise officers to seek approval from the relevant Minister under section 17D (4) (c) Crown Land (Reserves) Act 1978 – Terms and Conditions Approval – to extend the current lease with SCA for the Fitzroy Adventure Playground;
 - (d) subject to Minister approval, authorise a new Crown Lease with a new funding agreement to be issued to Save the Children Australia for a term expiring 30 June 2022 and including such conditions and performance measures as may be required by Council to secure all rights and obligations and payments to Council; and
 - (e) advocates to the Victorian and Commonwealth governments seeking restoration of an appropriate funding scheme to support program costs associated with operating adventure playgrounds.

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Attachments

There are no attachments for this report.

11.3 Library Policy Update

Executive Summary**Purpose**

Yarra's library service has developed and grown significantly since the Library Policy was last reviewed in 2016, and changes to the policy are required to make it more robust and to align Yarra Libraries with best contemporary practice.

Key Issues

This paper is to outline a number of updates to the Library Policy, including the proposed retirement of library fines. The updated policy is reflective of contemporary Library practice and includes changes to supervision, child safety, internet and Wi-Fi use, borrowings and a range of other operational matters.

Officers recommend that discontinuing the current practice of issuing of fines for overdue items will reduce barriers to participation for some of the more vulnerable members of the Yarra community and encourage the return of overdue items from all customers. Incentives for the return of items can be achieved by using other mechanisms.

Financial Implications

The impact of removal of overdue fines is a budgeted revenue shortfall. The budgeted amount for Library fines for 2019/20 is \$40,000 in line with the long term trend, however the actual amount collected varies and Council has collected up to \$74,000 in a single year.

Whilst income derived from library fines adds to the total income for the service, the direct staffing cost of administering the fines is approximately \$61,000 per year. Any net financial benefit from the collection of fines needs to be weighed against the value of the lost items requiring replacement, the indirect costs of administering the fines program, good will towards the library service, and potential barriers to participation.

PROPOSAL

That Council:

- (a) Note the changes to the updated Library Policy that seek to improve the customer experience of Library Services in line with contemporary best practice; and
- (b) Authorise officers to discontinue the issuing Library fines for customers who have overdue items

11.3 Library Policy Update

Reference: D19/128081
 Authoriser: Director Community Wellbeing

Purpose

1. To inform Council of updates to the Library Policy, including the proposed retirement of library fines.

Background

2. The Library Policy was last reviewed in 2016 and since then our community's needs have evolved and changed, as has our library service in response to this.
3. In the last four years, Yarra Libraries has acquired more digital collections and resources, Bargoonga Nganjin has opened, and our other four branches have been renovated. Yarra Libraries has embarked on a new Strategic Plan, with spaces, facilities and services in more demand than ever.
4. Increasingly the library service must juggle competing community needs for resources and services to address social inequity to provide an inclusive service for all.
5. The digital and economic divides continue to grow and we must ensure that our library service remains accessible to those who need it most. Through changes to Victorian law, Council operated libraries also have new obligations to ensure that all children are safe in our spaces.
6. Victoria's public library sector has also undergone changes in the last three years, with an increased focus on active programming, inclusive flexible spaces, and active promotion of social equity.
7. Yarra Libraries' Management Team has reviewed the Library Policy in light of this context and revised and clarified key clauses concerning membership, borrowing, conduct in the library and enforcement of the Library Policy.
8. We have included our Computer and Internet Policy and Unattended Children Policy into this one Library Policy document.
9. Attachment one is the updated revised draft of the Library Policy 2019, and attachment two is the 2016 Library Policy.
10. Officers also recommend that Council consider the retirement of library fines, to bring the service into line with best practice already reflected in worldwide trends and initiatives.
11. Highlighted below are the major changes in the Policy and information on the retirement of library fines.
12. We have reworded the entire Library Policy document into an easier plain-language format due to staff consultation and feedback regarding the policy's accessibility.

Conduct in the Library (sections 3–5)

13. We have included acceptable and unacceptable behaviours in our library policy as, due to increasing demand, we are experiencing more challenging behaviours. There is a new clause to specify that sleeping is permitted in the library as long as it is not disturbing other patrons.

Unattended Children in the Library (section 6)

14. Yarra Libraries' policy regarding unattended children in the library was previously separate and is being incorporated into the overall Library Policy to emphasise the importance of child safety.

Child Safety (section 7)

15. The steps that must be taken by both library staff and customers to ensure child safety at all times are now much clearer and stronger and comply with Yarra's Child Safe responsibilities.

Changes to Membership types (section 9)

16. There have been changes and additions to our membership types including –
 - (a) Children and Youth membership has been changed to include a person who is from the age of 15–18 and is living independently from their parents (section 9b (iii));
 - (b) Partial Membership is restricted borrowing privileges for people who do not have a fixed address. People may join in this category upon presentation of identification without confirming an Australian residential address. They will have full access to digital and online services and be able to borrow up to two items at a time;
 - (c) Any interstate/overseas visitor may join up under the Partial Membership category (section 9c);
 - (d) Digital Membership has been added so our customers have an option to use only our online collections and resources (section 9d); and
 - (e) There is now a clause that confirms Yarra's commitment to providing a home library service, and which outlines the criteria for a home library membership (section 9f).

Changes to Borrowing (section 12)

17. The number of items that could be borrowed at one time is now unspecified (it was previously 40 items).

Swift consortium (section 19)

18. Yarra's libraries are currently a member of the Swift consortium, which is a network of libraries with which Yarra shares a catalogue and exchanges collection items. This section outlines the benefits to customers and offers guidance on how loans through the Swift network are managed.

Inter-Library Loans (section 20)

19. Yarra has capacity to facilitate inter-library loans through LibraryLink Victoria. This section outlines the benefits to customers and offers guidance on how loans through the LibraryLink inter-library network are managed.

Computer, Internet and Wi-Fi (sections 22–25)

20. These sections previously comprised a separate policy document, the Internet and Wireless Usage Policy. That document is being merged with the overall Library Policy because internet and wireless services are now one of the most popular library offerings and need to be understood in the broader policy context of the library service. The updated policy also now references Yarra Libraries' commitment to cyber safety.

Privacy (section 26)

21. A clause has been added to the section on privacy to clarify that library members who provide an email address will be contacted by the library to communicate news and upcoming events, and that members may opt out of this at any time.

Enforcement of the policy (section 28)

22. The explanation of the steps that can be taken in response to a breach of this policy was made clearer and put in a more logical order of escalation, allowing for a range of responses, including a stepped process of warnings.

Retirement of Library Fines

23. Yarra Libraries has always had a fines system in place for overdue items. It remains unpopular with our customers and our staff, and it is not clear that the process currently in place actually encourages library customers to return their items.

24. Library fines undermine one of the core principles of public libraries, which is the provision of free and universal access to information. The people who can least afford to pay fines are often the ones who need the library service the most.
25. There are direct social and economic benefits from the removal of overdue fines. Further information on this can be found in the social and economic implications sections of this report.
26. Library fines create a disproportionate administrative burden on staff. Council has traditionally budgeted for library fines to generate up to \$40,000 each financial year. In 2017/18, this target was exceeded with \$74,597 being recovered in library fines. This equates to more than 51,600 transactions with an average per transaction payment of \$1.44. The staff time it takes to process each transaction is approximately two minutes with a direct staffing cost of \$1.18 per transaction.
27. Based on the above calculations the staffing cost for this financial year was \$61,017. Whilst in 2017/18 there was a small net gain from fines, officers suggest that the administrative resources required to manage the process is largely a false economy. These are resources that could be better spent delivering services such as storytimes, digital assistance and enhancing the quality of our service through better customer engagement.
28. In 2017/18 financial year, Yarra Libraries lost more than 3,462 items, the total value of which was \$88,814.15. There is research to indicate that if there were no fines in place the likelihood of these items being returned would be higher. Whilst the exact number of items is difficult to estimate, anecdotal evidence from other services that have removed fines indicates it would be significant.
29. A number other library services in Victoria have successfully implemented or are trialling the removal of library fines, including Casey-Cardinia Libraries, Bayside Libraries, City of Port Phillip and City of Wodonga.
30. Using membership restrictions instead of fines would be used to encourage return of items, rather than fining customers. This would incentivise borrowers and provide those who cannot afford fines with a genuine alternative for accessing library resources without fear of unaffordable charges.
31. By removing the barrier of fines, we believe that it will increase the recovery of our assets.
32. It is also believed that retiring library overdue fines will further assist in building a trusting and positive relationship with staff and all Yarra Libraries customers.

Alternative approach to fines

33. In place of charging overdue fines, Yarra Libraries intend to implement a system of temporary restrictions on membership as a lever. This would enable the library service to:
 - (a) Maintain capacity to recover costs for lost items;
 - (b) Use more cost effective and reliable electronic communications; and
 - (c) Use restrictions on membership as the lever for incentivising compliance.
34. To achieve this, Yarra Libraries would:
 - (a) Limit borrowing rights of members if one or more items is overdue for more than seven days; and
 - (b) Actively inform, engage and educate library users about the shared responsibility for the collection and the fact that the responsible return of items is expected.
35. The measures of success would be:
 - (a) Number of long overdue items;
 - (b) Number of loans (physical);
 - (c) Number of visits (physical);

- (d) Customer feedback; and
- (e) Active membership numbers.

External Consultation

- 36. Library Management consulted other public library services throughout Victoria and Public Libraries Victoria (PLV), accessing benchmarking documents with regard to overdue fines.
- 37. Library Services consulted included:
 - (a) Bayside Libraries (trailing no fines);
 - (b) Casey-Cardinia Libraries (retired fines after 12 month period);
 - (c) Darebin Libraries (still charge fines);
 - (d) City of Port Phillip (no fines for eight years); and
 - (e) City of Wodonga (trailing no fines).
- 38. Elements considered in the benchmarking were:
 - (a) Whether they charge overdue fines;
 - (b) Why fines are waived; and
 - (c) Social implications of fines.
- 39. The following cases provide a representative sample of industry best practice with regard to not charging overdue fines:
 - (a) The Casey-Cardinia Library Corporation have recently reported on the trial removal of fines and this is now implemented permanently. The loan rates of items have increased, customers are reporting high satisfaction with the library service and the number of overdue items has not increased; and
 - (b) The City of Port Phillip Library service have not charged overdue fines for more than 8 years. There was no discernable increase in the number of items long overdue and lost items when fines were removed. They report no ongoing issues with compliance.

Internal Consultation (One Yarra)

- 40. The proposed updates were discussed with the Library Leadership Team and library staff, who all had direct input into the changes and the opportunity to provide feedback on the final draft.
- 41. Previous consultation with Yarra's Disability Advisory Committee was also considered with regard to feedback about overdue fines being a barrier for people with disability.

Financial Implications

- 42. The impact of removal of overdue fines is a budgeted revenue shortfall. The budgeted amount for Library fines for 2019/20 is \$40,000 in line with the long term trend, however the actual amount collected varies and Council has collected up to \$74,000 in a single year.
- 43. Whilst income derived from library fines adds to the total income for the service, the direct staffing cost of administering the fines is approximately \$61,000 per year. Any net financial benefit from the collection of fines needs to be weighed against the value of the lost items requiring replacement, the indirect costs of administering the fines program, good will towards the library service, and potential barriers to participation.
- 44. In 2017/18 total value of the approximately 3,450 items lost was \$88,814. Whilst not all of these items requires replacement (e.g. due to multiple copies already being part of the collection or older items), a proportion of them do need to be replaced as part of the annual capital expense. Once the impact of the reduced need to replace items can be reasonably determined, there may be an opportunity to either slightly reduce the overall collections capital budget as an offset to the reduced income, or to re-invest savings into additional resources for the community.

45. Yarra Libraries will continue to charge people on a cost recovery basis for lost or long overdue items if a reasonable explanation is not provided (e.g. family emergency, fire or theft).

Economic Implications

46. The current practice of issuing Library fines is an economic barrier to participation from some members of the community. Whilst each individual fine may be initially low, the cumulative effect can lead to a significant amount that, in some cases, ends up being greater than the value of the items borrowed.
47. For those in the community on very low, low or fixed incomes, even modest fines can prevent continued engagement with the service.

Sustainability Implications

48. There are no sustainability implications inherent in this report.

Social Implications

49. Officers suggest that these changes will have a positive social impact. They will create a more equitable membership platform for library customers and remove barriers for more people to engage with Yarra's Library service.
50. Increasingly, it has been observed by Victorian public libraries that fines in fact operate as a barrier that prevents people who are economically disadvantaged from using the library service. These are the people who need the library the most.
51. Yarra Libraries has tried to minimise the impact of fines for our customers, and library staff have been encouraged to exercise discretion, particularly when there is obvious hardship.
However, there are ongoing concerns within Yarra Libraries and the library industry as a whole in regards to the impact library fines have on the community we serve.
52. During consultation with Yarra's Disability Advisory Committee for the Library's current Strategic Plan, DAC members also raised the issue that overdue fines are a barrier for people with disability.
53. People who have restricted mobility and/or rely on carers and pre-arranged transport to go to the library will not borrow for fear that they will end up with items that they are unable to bring back on time, which will result in fines that they cannot afford on a limited income.

Human Rights Implications

54. Yarra Libraries actively supports the Charter of Human Rights and Responsibilities Act 2006, which identifies 20 basic responsibilities for agencies delivering services on behalf of local communities. Yarra Libraries, through a range of policies, supports freedom of thought, conscience, religion and belief, freedom of expression, and taking part in public life and cultural life.
55. This policy furthers each of these responsibilities and promotes social equity.

Communications with CALD Communities Implications

56. Yarra Libraries meets the needs of the culturally and linguistically diverse members of the Yarra community through the provision of information and resources in community languages where appropriate, and this will not change.
57. The library service engages the community through the delivery of programs and services that engage, value and promote cultural diversity, a position that will be strengthened by providing more flexible membership options and fewer barriers with the retirement of library fines.

Council Plan, Strategy and Policy Implications

58. The proposed changes align with the Council Plan 2017–2021 as follows:

- (a) Goal 1.2: Promote a community that is inclusive, resilient, connected and enjoys strong mental and physical health and wellbeing; and
 - (b) Action 1.2.2: Continue to provide a range services and work collaboratively with external groups to improve the health and wellbeing of the Yarra community.
59. The proposed changes to the Library Policy better align the policy with the current strategic vision for Yarra Libraries, which is to *Connect, Discover, Inspire*.
60. The proposed changes also better align the service to the purpose of Yarra Libraries as articulated in the Strategic Plan 2017–20, which is to *provide a place for all people to connect with others, discover new things and find inspiration, both within the library walls and beyond*.
61. By adjusting our practices to actively remove barriers, and recognise the different ways that people now use the library service, the changes to membership, particularly the introduction of the low-barrier membership category, and the retirement of fines for overdue items brings the policy into alignment with the priorities of the *Yarra Libraries Strategic Plan 2017–20*:
- (a) Creating opportunities for learning and literacy;
 - (b) Putting people first;
 - (c) Connecting with our community;
 - (d) Discovering through technology;
 - (e) Curating inspired collections; and
 - (f) Providing places for all people.

Legal Implications

62. These proposed changes incorporate Council's Child Safe Policy requirements as established under Victorian Law.
63. There are otherwise no legal implications inherent in this report.

Other Issues

64. There are no other issues inherent in this report.

Options

65. Council can choose to separate consideration of the changes to the Library policy from the issue of retirement of fines. Should Council not support the retirement of fines, other changes to Library policy can still be implemented, with the issuing of fines continuing as part of existing business practice.
66. Council could also consider the retirement of fines for a specified trial period, similar to the approach taken by other Councils. Officers however suggest that there is now enough shared industry experience that provides strong evidence of the efficacy of the practice.

Conclusion

67. By implementing these updates to the Library Policy, Yarra Libraries will redefine its relationship with the broader community, operate in closer alignment with its core values and the Library Services Strategy 2017-2020, and better exemplify best practice among the Victorian Public Library sector.
68. There are direct social and economic benefits from the retirement of overdue fines, saving time and resources, removing barriers to engagement, and focussing the time and skill of library staff towards better serving our community.
69. Should Council support the changes to the policy and the fines process, staff can implement the changes within the next few weeks.

RECOMMENDATION

1. That Council:
 - (a) note the changes to the updated Library Policy that seek to improve the customer experience of Library Services in line with contemporary best practice; and
 - (b) authorise officers to discontinue the issuing Library fines for customers who have overdue items.

CONTACT OFFICER: Felicity Macchion
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Attachments

- 1 [⇒](#) Library Policy 2019 - FINAL DRAFT
- 2 [⇒](#) Yarra Libraries Policy 2016

11.4 Self defence programs for women, girls and LGBTIQ+ community

Trim Record Number: D19/128007

Responsible Officer: Director City Works and Assets

Purpose

1. Council resolved on 14 May 2019:
 “That:
 - (a) *Officers present a report to Council outlining the potential for Council to conduct self-defence courses at its Leisure Centres or other suitable venue for:*
 - (i) *Women; and*
 - (ii) *LGBTIQ Community; and*
 - (b) *such report propose options for a flexible fee structure offering, a no-fee, low-fee and subsidised fee structure”.*
2. This report has been drafted to satisfy this resolution; it presents information on the current status of self-defence courses offered within the municipality, and the recommendations for Councils future role and investment to meet the identified needs of the local community.

Background

3. Violence against women is a serious and widespread issue in Australia and throughout the world. Violence against women is primarily driven by gender inequality, and reinforced or exacerbated by a number of other factors.
4. Zero violence against women today still seems aspirational and a large scale societal shift will be required to make genuine improvements. But, the scale of the problem and the facts should not preclude focused action on prevention of men’s violence against women.
5. Research shows 1 in 3 Australian women have experienced physical violence since the age of 15, 1 in 5 Australian women has experienced sexual violence, 1 in 6 Australian women has experienced physical or sexual violence by current or former partner and almost one in 10 women (9.4%) have experienced violence by a stranger since the age of 15.
6. A study from the Australian Research Centre in Sex, Health and Society at La Trobe University in 2012 found 18 per cent of young LGBTIQ+ people had experienced physical homophobic abuse and 61 per cent had experienced verbal homophobic abuse.
7. The City of Yarra has worked collaboratively across the municipality and beyond and have been sector leaders in the prevention of violence against women, gender equity and broader inclusion for many years.
8. The Gender Equity Strategy 2013-16 was followed by a new plan in 2016-21. The first Action Plan under the existing strategy (2016-18) predominately focused on the City of Yarra as a workplace, but some actions have broader community outcomes. The second plan under the existing strategy (2019-21) is focussed on internal action.
9. Identifying the approach and possible focus for action can be challenging when faced with such an issue, as no single action will have a large scale impact. Therefore a multifaceted and planned approach that is collaborative, resourced, monitored and evaluated is optimal.
10. No documented evidence-based research has been found to confirm any positive impacts of self-defence training on women and LGBTIQ+ community’s safety. However possible benefits to individuals could include: ability to protect yourself; enhanced awareness of your surroundings; increased self-confidence; improved general fitness, strength, balance, reflex and wellbeing and other benefits associated with participation in sport and physical activity.

11. Sport and recreation has the capacity to challenge gender stereotypes and discriminatory attitudes, change the way communities perceive them and break down barriers. With participation in sport lower for women than men both on and off the field, local governments have been turning attention to creating female friendly and inclusive environments.
12. In a review of available information focussed on gender equity in sport and recreation and the role council can play, the following was identified:
 - (a) Gender equity and prevention of violence against women education in grassroots sporting clubs;
 - (b) Promote equitable treatment of women, men and gender diverse people in the provision of and access to infrastructure and facilities;
 - (c) Consider annual expenditure on sport and recreation services and infrastructure thorough annual budgeting process to ensure an equitable distribution of funds to support women's and girls' participation for both operations and capital;
 - (d) Provision of grants to support community groups to develop programs and initiatives that focus on gender equality and prevention of violence against women;
 - (e) Gender balance leadership, volunteerism and membership at club level; and
 - (f) Gender balance employment, programs, visitation and environments within service provision e.g. Leisure centres.
13. In a recreation and leisure context, the City of Yarra is currently focussing on a range of actions that seek to achieve equity and increase female participation:
 - (a) Pavilions – enhancing these to be universally accessible and female friendly;
 - (b) Programs – specialised programs such as Women Making Waves at Collingwood Leisure Centre;
 - (c) Community Grants - the Sport and Recreation stream includes a focus on women and girls participation;
 - (d) Club fee discounts – supporting inclusion of women and girls teams;
 - (e) Data - Avenues to collect data on female participation in clubs and committee, which assists in understanding the current status and informing decision making to promote gender equity; and
 - (f) Other - Fully funded sanitary services for all pavilions.
14. In 2019/20 the Recreation and Leisure and other City of Yarra Branches team propose additional actions, including to:
 - (a) Finalise and implement a local Club governance and analysis health check program to create more gender equitable and inclusive environments;
 - (b) Finalise a Participation Plan that aims to get more people more active more often and address barriers to involvement in sport and recreation. This plan will include a greater focus on leadership, activating spaces and places and developing a highly walkable community that favours women, children and our most disadvantaged as well as creating safer spaces for all;
 - (c) Consider the establishment of a Participation Officer, to facilitate the implementation of the Participation Plan with equality and inclusion fundamental principles of the role;
 - (d) Focus on greater levels of employment diversity in the leadership team and in the areas of high volumes of males such as our gymnasiums and pool supervision;
 - (e) Host two LGBTIQ+ swim gym nights as part of a regional partnership project and use the learnings to extend existing or develop new programs initiatives to be more inclusive and welcoming;

- (f) Finalise the female friendly Malcolm Graham Reserve pavilion, Richmond Recreation Centre all gender amenities, Victoria Park Sherrin Stand AFLW change rooms and amenities and Ryan's Reserve Netball; and
 - (g) Finalise plans and design on a number of key facilities that will foster great level of participation by women and girls including Brunswick St Oval Precinct, Panther Pavilion, Burnley Golf Course and Yarra Bend Netball Facility.
15. Actions from other Branches within Council include:
- (a) Events - International Women's Day celebration and awards, flag raising on IDAHOBIT and Transgender Day of Visibility;
 - (b) Programs –LGBTI and Elders Dance Club, Youth programs;
 - (c) Infrastructure - additional lighting in parks; Universal design and design according to CPTED principles;
 - (d) Partnerships – participate in a range of networks and committees including the Regional Building Respectful Communities initiative by Women's Health in the North;
 - (e) Strategy – A LGBTIQ+ Strategy is being drafted and expected to be finalised by the end of 2019 and be primarily internally focussed;
 - (f) Communications - Stock photos are being updated on an ongoing basis to include positive images of women and men including non-stereotypical images in the workplace and community and highlight gender equity and respect in all internal and external Council communications; and
 - (g) Governance – a project to name streets and other places after prominent Yarra female leaders. Street naming is an existing council process and this can become part of the usual process in the future.
16. A report to Council is also being prepared on opportunities to improve public safety in parks and is proposed to be presented to Council later in 2019.
17. There are a number of local businesses that offer self defence programs within their own ongoing programs and premises, or in other facilities and open spaces:
- (a) Van Wijk's Kenpo offers a nine week program x one hour for \$120 per person (up to 15) at their premise in Brunswick or from other venues;
 - (b) Fightback Women's Self Defence provide programs from other venues only and offer one off programs for one hour for \$165, two hours for \$440 or 3 hour for \$500 or a six hour program over four weeks for \$990. They can cater for up to 30 people;
 - (c) Advanced Conflict provide programs from a Richmond and other venues and provide a six hour ACT program over four weeks at a cost of \$60 per student per week or \$200 per student per program and caters for between 6-20 students; and
 - (d) All Stars offer a 10 week program every Friday evening for \$195 per person.

External Consultation

18. There has been little external consultation on self-defence at this stage. Services have been contacted to understand the local offering only.

Internal Consultation (One Yarra)

19. Key City of Yarra Recreation and Leisure staff were engaged in the process and had an opportunity to discuss challenges, issues and ideas. Other areas of council were contacted in relation to broader work around Gender Equity, Prevention of Violence against Women and LGBTIQ+ including Organisational Development, Social Policy and Community Partnerships.

Financial Implications

20. Programs can cost anywhere between \$60 and \$200 for participation in existing self defence programs.

21. Professionally qualified instructors can be engaged from \$165 per hour to deliver self defence programs.
22. Council facilitated 4-6 week program could cost between \$13,000 and \$16,000.
 - (a) Instructors will cost between \$2000-\$6000; and
 - (b) Program development, marketing, implementation and review will cost around \$11,000
23. If Council decided to increase its external facing efforts in Gender Equity, PVAW or LGBTIQ+ space there may be other financial implications.
24. No funding has been allocated in the 2019/20 budget specifically to fund self-defence programs.

Economic Implications

25. There are little economic implications as a result of this report however there may be an impact on local business offering self –defence classes as a business if Council were to proceed and offer low or no cost classes.
26. It should be noted that violence against women comes at a high cost to the Australian economy.

Sustainability Implications

27. There are no sustainability implications as a result of this report

Social Implications

28. Great social benefit can be attributed to removing barriers to participation and by encouraging greater inclusion within the community.
29. The impact of violence against women on community health and wellbeing is devastating and significant.

Human Rights Implications

30. There are no human rights implications as a result of this report.

Communications with CALD Communities Implications

31. Any future engagement or changes to services will be communicated in a range of ways to reflect and meet the needs of our diverse community. Officers acknowledge that there are specific challenges in supporting people from CALD communities and therefore would need to draw on existing networks and service providers to enable involvement.

Council Plan, Strategy and Policy Implications

32. This project could contribute to the delivery of numerous Council strategies as outlined below.
 - (a) Council Plan 2017-2021:
 - (i) Strategy 1.2 – Promote a community that is inclusive, resilient, connected and enjoys strong mental and physical health and wellbeing;
 - (ii) Strategy 1.6 – Promote a gender equitable, safe and respectful community;
 - (iii) Strategy 1.8 – Provide opportunities for people to be involved in and connect with their community; and
 - (iv) Strategy 2.1 – Build resilience by providing opportunities and places for people to meet, be involved in and connect with their community;
 - (b) Strategy 2.5 – Supports community initiatives that promote diversity and inclusion. Access and Inclusion Strategy 2018-2024;
 - (c) Strategy 1.1 – Promote and encourage the application of Universal Design and Universal Access within, and external to Council;

- (d) Strategy 2.1 – Provide and/or support the community to provide a diverse range of accessible community services and arts, cultural, sport and recreational activities that are creative and fun for all abilities and ages; and
- (e) Gender Equity Strategy 2016-21- for an organisation that positively and proactively demonstrates a gender-inclusive culture that encourages leadership. Participation and contribution from a diverse workforce:
 - (i) 2016-18 Action Plan – superseded; and
 - (ii) 2019-21 Action Plan – current and internally focussed;
- (f) LGBTQI Strategy 2019 –22 (under development);
- (g) Building a Respectful Community Strategy 2017-2021 – Partner with Women’s Health in the North:
 - (i) Our workplaces are gender equitable, safe and inclusive;
 - (ii) Our services and facilities are gender equitable, safe and inclusive;
 - (iii) Our communities and neighbourhoods are gender equitable, safe and inclusive;
 - (iv) Our communications are gender equitable and inclusive; and
 - (v) A wide range of sectors and organisations take responsibility for preventing violence against women.

Legal Implications

33. There are no legal implications as a result of this report.

Other Issues

- 34. The direct provision of self defence programs by Yarra Leisure presents challenges through the volume of equipment required to offer the program and the cost and storage requirements.
- 35. Collingwood Leisure Centre and Richmond Recreation Centre group fitness rooms will meet size requirements. Rooms are heavily booked for existing programs in peak times but the timetables are reviewed every quarter which presents opportunities.
- 36. Open spaces in close proximity to Yarra Leisure facilities such as Citizens Park, Mayors Park and Smith Reserve could provide open space options to offer outdoor programs.
- 37. Other council owned or managed facilities could be considered to provide programs or we could lease space in well positioned facilities such as Richmond High School, Lynall Hall etc. however the need for equipment storage may prevent these from being genuine options.
- 38. Instructors can be engaged to deliver programs on behalf of council from as small as one off one hour programs through to nine weeks plus programs. An example of programs include:
 - (a) Nine week program x one hour - \$120 per person with www.vwkenpo.com.au – at their premise or can deliver from council owned facilities. Up to 15 people;
 - (b) One off programs - one hour - \$165, 2 hour - \$440, 3 hour - \$500 or six weeks x one hour - \$990 <https://www.fightbackselfdefence.com.au/> - at council owned facilities indoor or out – up to 30 people; and
 - (c) Six hour program – four x 1.5 hrs - \$60 per student per week or \$200 per student per program (6-20 students) www.advancedconflict.com.au – at council owned facilities.

Options

39. There is an almost endless range of options available to Council, depending on the outcome sought. Some of these options (which are not intended to be read as being mutually exclusive) are outlined below:

Option 1

40. Refer self-defence enquiries to appropriate local venues and existing self-defence programs.

Option 2

41. Offer self-defence come and try sessions at existing council hosted events such as Community Wellbeing Day at Atherton Gardens in October - \$165 per session.

Option 3

42. Trial a series of one off sessions for one month across various Council facilities, open space, days and times to gauge the level of interest in self-defence which includes: the development, promotion, delivery and assessment of 3 x 1 hours sessions per week x four weeks for up to 30 people per session. Prices based on 50% occupancy or average of 15 people per session:

- (a) Full subsidy costs to Council:

- (i) \$1,980;

NB. Above cost includes instructor costs; excludes costs such as officer time and promotion – at estimated cost of \$10,000

- (b) Partial subsidy of 50/50 of full costs:

- (i) \$990 to Council: and \$5.50 per person per session; and

NB. Above cost includes instructor costs; excludes costs such as officer time and promotion – at estimated cost of \$5,500.

- (c) Nil subsidies by Council:

- (i) \$11 per person per session

NB. Above cost includes instructor costs only; excludes costs such as officer time and promotion – at estimated cost of an additional \$60 per person per session.

Option 4

43. Promote the existing women's self defence programs as identified as available in the City of Yarra or close proximity in existing council produced publications and media channels.

Option 5

44. Provide a grant to external providers based in the City of Yarra to promote and deliver self defence programs for City of Yarra residents. Requirements could stipulate the programs are free or partially subsidised.

Option 6

45. Build capacity of commercial self-defence/martial arts providers to focus on providing equal access and female friendly environments. Officers believe this would be a realistic and evidenced based action and aligned to action occurring with sporting clubs and workplaces. A series of 1:1 meetings, assessments, development workshops, resource development and communications would be necessary and cost approximately \$50,000 over a 12 month period. (Note; this work is not budgeted for in 2019/20)

Option 7

46. If the overall aim is to lead or contribute to making the public realm in the City of Yarra safer for women, girls and our LGBTIQ+ community officers could prepare a report and bring to council on the possibilities of a coordinated external focussed plan on public safety and equal opportunity of women and the LGBTIQ+ community. Such a plan may include actions such as:

- (a) Projects like Plan Internationals *Free to Be* and Ballarat City Councils *Right to the Night*. Rich information gathered can be used to design key places with inclusiveness, safety and liveability at its heart. <https://www.plan.org.au/freetobe> and <https://news.ballarat.vic.gov.au/news-media/news/right-night-project-wins-award>. Platforms such as Crowdsport provide the online systems required to undertake such projects, which can be enhanced through promotions campaigns and localised organised walks. Based on previous collected information here -

<https://crowdspot.carto.com/builder/ca6d8917-579c-463c-a918-8ac8d6402500/embed>
if there is support to consider a campaign like this, it would be recommended to start with Brunswick St, Smith St and Victoria St. This would require the engagement of an appropriate external data solutions agency, promotional activities, series of walks and workshops, data analysis and reporting and the development of recommendations and costs plan for consideration. Cost approximately \$100,000 over a 12 month period.

47. It should be noted that no funding has been allocated specifically in the 2019/20 budget to fund these options.
48. Option 7 above is the option recommended by officers, on the basis that it is the most likely to have a genuine long-term impact on safety for women, girls and the LGBTIQ+ community.

Conclusion

49. There is an almost endless range of options available to Council on the provision of self-defence and the broader issue of tackling the prevention of violence against women and equality.
50. A report to Council is also being prepared on opportunities to improve public safety in parks and is expected to be presented to Council later in 2019.
51. Due to the magnitude of the issue at hand, a coordinated and planned approach to achieving and maximising outcomes for our community is considered the best way forward.

RECOMMENDATION

1. That Council:
 - (a) note that a separate report is planned to be presented to Council later in 2019 on public safety in parks, reserves and gardens, and
 - (b) seek a further report from officers on the options for a coordinated external focussed plan on public safety and equal opportunity of women and the LGBTIQ+ community, that includes advice on how Yarra could implement a program along the lines of the Plan International *Free to Be*, and the City of Ballarat's *Right to the Night* campaigns.

CONTACT OFFICER: Kerry Irwin
TITLE: Manager Recreation and Leisure Services
TEL: 92055371

Attachments

There are no attachments for this report.

11.5 Appointment of Authorised Officers - Planning and Environment Act 1987

Trim Record Number: D19/124614

Responsible Officer: Group Manager Chief Executive's Office

Purpose

1. To provide for the formal appointment of Council Officers as Authorised Officers pursuant to Section 147(4) of the *Planning and Environment Act 1987* and Section 232 of the *Local Government Act 1989*.

Background

2. In order to undertake the duties of office, the below named staff member should be appointed as an Authorised Officer pursuant to the above referred legislation.
3. This authorisation cannot be made by the Chief Executive Officer under delegation, and must be made by resolution of Council.

Consultation

4. Not applicable.

Financial Implications

5. There are no direct financial implications arising from the appointment of an authorised officer.

Economic Implications

6. This report has no economic implications.

Sustainability Implications

7. This report has no sustainability implications.

Social Implications

8. This report has no direct social implications.

Human Rights Implications

9. This report has no Human Rights implications.

Communications with CALD Communities Implications

10. Not applicable.

Council Plan, Strategy and Policy Implications

11. This report is an example of this Council's positive action, in demonstrating its commitment to its legislative obligations.

Legal Implications

12. Appointment of Authorised Officers under the *Planning and Environment Act 1987* requires a formal resolution of Council. Where such authorisation is proposed to be granted, provision is also made to allow the respective officer to also initiate proceedings on behalf of Council (as provided in Section 232 of the *Local Government Act 1989*).

Other Issues

13. Not applicable.

Options

14. Not applicable.

Conclusion

15. That Council formally appoint the officers listed below as Authorised Officers pursuant to Section 147 (4) of the *Planning and Environment Act 1987* and Section 232 of the *Local Government Act 1989*. The Instruments of Appointment and Authorisation document will be signed accordingly by the Chief Executive Officer.

RECOMMENDATION

1. That Council formally appoints:
 - (a) Cait Ramsden
as an Authorised Officer pursuant to Section 147(4) of the *Planning and Environment Act 1987* and Section 232 of the *Local Government Act 1989*.
2. That Council directs that the Instrument of Appointment and Authorisation be signed accordingly by the Chief Executive Officer.

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

Attachments

There are no attachments for this report.

11.6 Report on Assemblies of Councillors

Trim Record Number: D19/119503

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 - 30 July 2019