



Ordinary Meeting of Council Agenda

**to be held on Tuesday 18 February 2020 at 7.00pm
Fitzroy 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.

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Order of business

- 1. Statement of recognition of Wurundjeri Woi-wurrung 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. Acknowledgment of Country

“Yarra City Council acknowledges the Wurundjeri Woi Wurrung people as the Traditional Owners and true sovereigns of the land now known as Yarra.

We acknowledge their creator spirit Bunjil, their ancestors and their Elders.

We acknowledge the strength and resilience of the Wurundjeri Woi Wurrung, who have never ceded sovereignty and retain their strong connections to family, clan and country despite the impacts of European invasion.

We also acknowledge the significant contributions made by other Aboriginal and Torres Strait Islander people to life in Yarra.

We pay our respects to Elders from all nations here today—and to their Elders past, present and future.”

2. Attendance, apologies and requests for leave of absence

Anticipated attendees:

Councillors

- Cr Misha Coleman (Mayor)
- Cr Mi-Lin Chen Yi Mei (Deputy Mayor)
- Cr Danae Bosler
- 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

Item

4.1 Contractual matters

4.2 Contractual matters

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 contractual matters.
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 4 February 2020 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 Mayor to ask your question, please come forward, take a seat at the microphone, state your name clearly for the record and:

- direct your question to the Mayor;
- refrain from making statements or engaging in debate
- not raise operational matters which have not previously been raised with the Council administration;
- not ask questions about matter listed on the agenda for the current meeting.
- refrain from repeating questions that have been previously asked; and
- if asking a question on behalf of a group, explain the nature of the group and how you are able to speak on their behalf.

Once you have asked your question, please remain silent unless called upon by the Mayor 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	Options for a four bin kerbside service	9	22	Joe Agostino – Manager City Works
11.2	Option and implications for ceasing the use of glyphosate	23	31	Joe Agostino – Manager City Works
11.3	Business Advisory Group - Appointment of Business Representatives	32	34	Bruce Phillips – Director Planning and Place Making
11.4	Richmond Town Hall & Former Police Station Public Realm Design	35	42	Bruce Phillips – Director Planning and Place Making
11.5	2019/20 Annual Plan Quarterly Progress Report - December	43	47	Mark Montague – Chief Financial Officer
11.6	December 2019 Financial Report (including Mid-Year Budget Review	48	50	Mark Montague – Chief Financial Officer
11.7	Report on Assemblies of Councillors	52	53	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 Mayor to make your submission, please come forward, take a seat at the microphone, state your name clearly for the record and:

- Speak for a maximum of five minutes;
- direct your submission to the Mayor;
- confine your submission to the subject under consideration;
- avoid repetition and restating previous submitters;
- refrain from asking questions or seeking comments from the Councillors or other submitters;
- if speaking on behalf of a group, explain the nature of the group and how you are able to speak on their behalf.

Once you have made your submission, please remain silent unless called upon by the Mayor to make further comment or to clarify any aspects.

12. Notices of motion

Nil

13. Urgent business

Nil

11.1 Options for a four bin kerbside service

Executive Summary

Purpose

To provide Council with a recommendation for a proposed four bin kerbside waste management model and a proposed timing for a roll out across Yarra.

Key Issues

The reason for the Holistic Waste Trial (HWT) was to explore an alternative kerbside recycling model that is focused on waste reduction, quality of material, diversion from landfill, maximum resource recovery, highest value of material (e.g. glass to glass), circular economy and development of local markets.

The Yarra HWT in Abbotsford has demonstrated that taking glass out of the commingled recycling bin provides a high quality source of kerbside glass that is suitable for local manufacturing into new glass and improves the quality of the commingled recycling (no glass) which is then also suitable for the local market.

The separation of glass out of the commingled recycling has yielded high quality glass with an approximate 90% recovery for new glass (compared to the current 45% recovery for new glass). The remaining 10% is suitable for sand replacement in asphalt mix. The commingled material without glass has yielded high quality paper, cardboard and plastics that are suitable for local markets.

The HWT to date has demonstrated that the introduction of a FOGO (food and organics) collection is viable within the Yarra environment. The FOGO has diverted approximately 45% of organics out of the landfill stream which is suitable for processing into compost.

Given the results of the HWT and the results of the Community Survey, the recommended model for a Yarra wide four bin kerbside waste management model is fortnightly garbage, fortnightly recycling no glass, fortnightly glass and weekly FOGO.

The preferred time for a roll out would be July 2020, however there needs to be flexibility around the timing pending the achievement of all the necessary project preparations.

Financial Implications

The roll out of a four bin kerbside waste management system across Yarra will have budget implications based on the model chosen by Council.

On 16 December 2019 Polytrade increased the recycling processing gate per tonne for Councils they service. This has budget implications for the current kerbside recycling model. DELWP have committed to fund the gap between December 2019 and March 2020. There is a potential that the funding may extend to June 2020, however this will have budget implications for the 2020/21 budget.

The pricing assumptions for a four bin system across Yarra are best estimates based on information available at this time. The financial modelling does not account for any potential increases in such items as landfill levies, landfill gate fees, recycling processing fees and the potential spike in fuel costs. Such increases are certainly possible based on the current state of the market in Victoria.

PROPOSAL

1. That Council:
 - (a) notes the report;
 - (b) endorses a four bin kerbside waste management model which consists of fortnightly recycling - no glass, fortnightly glass only, fortnightly garbage and weekly FOGO collections (Option B from Table 3 of this report);
 - (c) endorses a roll out of a four bin kerbside waste management system across Yarra for July 2020 subject to the allocation of appropriate funding in the 2020/21 Budget, and beyond, with some flexibility on the timing based on the achievement of all necessary project preparations;
 - (d) endorse officers to commence preparations for a four bin kerbside waste management roll-out, including to incur costs as necessary in 2019/20 to facilitate the roll out of this new system;
 - (e) authorises Officers to renegotiate the structure of the current garbage and recycling collection contracts with the current contractor to accommodate a four bin waste management system;
 - (f) authorises Officers to submit an s186 Ministerial Exemption for the logistics contracts; and
 - (g) authorises Officers to negotiate with all relevant contractors and stakeholders to achieve a four bin roll out by July 2020.

11.1 Options for a four bin kerbside service

Reference: D20/21560
 Authoriser: Director City Works and Assets

Purpose

1. To provide Council with a recommendation for a proposed four bin kerbside waste management model and a proposed timing for a roll out across Yarra.

Background

2. At the Council Meeting on 17th December 2019, Council adopted the following recommendation:

That:

- (a) Council notes the report; and
 - (b) Council notes that Officers propose to bring a report to Council in February 2020 with a recommendation on a proposed model and the timing for roll out of a 4 bin model across Yarra.
3. The report presented to Council on the 17th December 2019 contained an extensive volume of contextual information within the report and in the attachments. This report is focused on providing pertinent information necessary to allow an informed decision to be made regarding the recommended model for a four bin system across Yarra and the recommended timing of a roll out.

Holistic Waste Trial

4. The reason for the holistic waste trial was in response to the collapse of the kerbside recycling market in Victoria and Australia post the implementation of China's National Sword Policy. This was a wakeup call for Victoria and Australia and demonstrated that without the development of local markets and a circular economy for kerbside recycling material, there is a risk that the only alternative would be landfill or waste to energy. Yarra committed to explore viable alternatives for kerbside recycling.

Holistic Waste Trial – Community Survey

5. During late September and early October 2019, a community survey was conducted in the HWT area. The purpose of the survey was to identify community sentiment towards the change in waste collection services and provide data to evaluate the effectiveness of the service models, the communications strategy and assess the appropriateness of a Holistic Waste Service (HWS) for a potential full scale rollout across Yarra. This has provided valuable information to gauge community acceptance and concerns including collection frequencies and bin sizes. This information will be taken into consideration to address behaviour change components of a HWS.
6. A significant number of individual responses (407), being just over one third of households, responded to the survey. This high response rate enables Council to have confidence that the views and opinions gathered in the survey are representative of the community that participated in the trial.
7. It is worth noting the survey responses showed that there was very little difference between responses from Single Unit Development (SUD's) occupants and Multi Unit Development (MUD's) occupant's responses. The survey identified a high acceptance rate for the HWT model.
8. Table 1 below provides a summary of the Community Survey results.

Table 1

Category	% Satisfied	Other Comments
Fortnightly Recycling (No Glass)	73.6%	Family groups were expressed dissatisfaction with frequency, however it appears that capacity is an issue rather than frequency
Fortnightly Glass	86.2%	There does not appear to be a definitive preference for either a glass crate or the 47 Litre Wheelie Bin
Fortnightly garbage	72.8%	<ul style="list-style-type: none"> • Family groups expressed dissatisfaction with frequency, however it appears that capacity is an issue rather than frequency • The collection frequency appears to present particular concerns from those with young children in nappies, and apprehension about the potential additional negative impact of hot weather. Their concerns however seem to be more related to the lack of capacity to cope with nappies and may be addressed with a larger bin rather than collection frequency. • <i>NOTE: There is an opportunity for Council to explore the introduction of a nappy collection service should the issue of nappies in a fortnightly garbage service become a major barrier for a HWS roll out across the municipality.</i>
Weekly FOGO	84.7%	120 FOGO bins are too large for some properties. An option of a 60 litre bin can be provided to residents who prefer a smaller bin.

Community Survey Key Findings

9. Overall engagement and acceptance of kerbside recycling is high in the trial area. There is limited variation between MUDS, SUDS and family segments in terms of overall support for the trial and kerbside recycling.
 - (a) 79% of respondents believe HWT model is an improvement to their service;
 - (b) 90.5% of respondents either agree or strongly agree that they understand why the trial is happening;
 - (c) 84.5% of respondents either agree or strongly agree their actions during the trial are contributing to a positive outcome;
 - (d) 79.15% of respondents either agree or strongly agree there are positive benefits for the environment;
 - (e) 83.9% of respondents either agree or strongly agree that they are more conscious about the amount of waste they create; and
 - (f) 82.2% of respondents either agree or strongly agree that they intend to reduce the amount of waste they create.

Community Survey - Communications Reach

10. Direct print communications have the widest reported reach and recall according to survey responses. However, the survey respondents reported that there 5 sources of information that were referred to most frequently including:
 - (a) 86.2%: letters sent during the trial;
 - (b) 60.5%: revolution kits and calendar;
 - (c) 49.9%: bin stickers;
 - (d) 32.1%: posters about what goes in each bin (MUD’s only); and
 - (e) 30.6%: email newsletter.

Timing of a HWS across Yarra

11. Should Council decide to roll out a HWS across Yarra, the timing will be critical as a number of emerging milestones need to be taken into consideration, including:
- (a) at the time of authorising this report, the State Government is yet to release the Circular Economy Policy that was due to be released in December 2019. On that basis, the content of this Policy remains unclear, including any impact on the proposed kerbside recycling reforms. It is not clear if State Government intends to offer funding packages to assist Councils to transition to a new reformed model. At the time of writing this report the State Government has not released the Circular Economy Policy;
 - (b) it is anticipated that the Circular Economy Policy may be released in February 2020. Should Council make a decision to roll out a four bin kerbside model in Yarra prior to the release of the Policy, then Officers will review the Yarra Model to ensure alignment with the Policy and to take advantage of any funding that may be offered by the State Government to reform the kerbside recycling systems. If there are significant unforeseen implications, Officers would provide a formal report back to Council to outline these;
 - (c) a Container Deposit Scheme (CDS) has recently been announced by State Government as being proposed for introduction in Victoria in 2023. Whilst the details are not yet fully understood, and the timing of the proposed CDS would not impact on the kerbside collection until implemented in 2023, Officers will monitor any developments in relation to a CDS and the possible impacts on the kerbside collection model;
 - (d) the MWRRG is due to procure collective recycling processing services by May 2020 with a proposed starting date of July 2021. The tender may introduce new competitors into the market for processing services that include glass only and commingled recycling without glass;
 - (e) the Federal government has announced its intent to ban the export of recycling materials commencing July 2020 to be completed by June 2022. At this stage no additional details are available;
 - (f) the processing contract with Polytrade ends on 30th September 2020.
 - (g) the Four Seasons recycling collection contract ends on 30th September 2020;
 - (h) ministerial approval will be required to vary the garbage collection and recycling collection contracts;
 - (i) the processing contract for recycling without glass can be signed with APR up until June 2021 under the current blanket Ministerial approval for recycling processing contracts;
 - (j) a contract with APR that extends beyond June 2021 would need either ministerial approval or would require a tender process;
 - (k) the processing for kerbside recycled glass is discussed further into this report;
 - (h) based on the above comments the most appropriate time for a four bin kerbside waste management model roll out across Yarra would be July 2020 subject to the allocation of appropriate funding in the 2020/21 Budget, and beyond, with some flexibility based on the achievement of all necessary project preparations; and
 - (l) to achieve a roll out of a four bin system in July 2020 or within the first quarter of the 2020/21 financial year it will be necessary to allocate funding from the current 2019/20 budget. It is proposed that funding be made available via the Mid-year Financial Review for this purpose, should Council support a roll out of the four bin system in 2020. This would fund items such as community engagement, bin purchases and bin roll out costs. Accurate costs are not yet known and Officers are currently exploring funding requirements.

OTHER ISSUES

Council Buildings

12. In order to introduce consistency, and to ensure Council walks the talk, it is important that if a HWS is rolled out across Yarra, that Council buildings such as Town Halls, Libraries, Office Buildings, Child Care Centres and Leisure Centres have the same waste management practices, in accordance with a HWS model. This will require internal bin infrastructure, external bin infrastructure and an engagement/education program. This body of work needs to be done prior to the commencement of a roll out across Yarra, and is subject to budget allocation in 2020/21.

Community Engagement and Education

13. A successful roll out of a HWS across Yarra will require a fundamental behaviour shift for the entire Yarra Community. This will mean the necessity for additional resources, particularly in the first 12 months, but also a commitment for appropriate levels of community engagement and education on an ongoing basis. The costing for additional resources has been included in the option costing estimates. This is a critical success factor for a four bin kerbside service.

Access Yarra

14. It is anticipated that the first six months of transition to a HWS would generate a high rate of calls to Access Yarra. Based on the experience with the HWT an estimate of additional resources for Access Yarra during the transition period has been included in the options, costings and assumptions.

Bags for FOGO

15. The recommendation regarding compostable bags for the Yarra model is not to introduce bags as a weekly FOGO collection for a HWS is recommended. If there is a significant demand from the community for bags, this could be considered at a later point in time.

Bin Lid Colour Standardisation

16. It is anticipated that the Circular Economy Policy may call for the standardisation of bin lid colours across Victoria. If this is the case, depending on the standard, Yarra may only need to change the bin lids on the garbage bins. This has not been costed as it has been flagged by DELWP that they may provide financial support for a standardisation program. Should funding be available for standardisation, Officers would make all efforts possible to secure external funding towards this.

SV Funding

17. Yarra has received a \$400,000 infrastructure grant towards the purchase of bin infrastructure required to roll out a HWS across the municipality. The funding will be used to offset the purchase of new bin required for glass collections and FOGO collections. This has been included in the financial modelling of the four bin system.

Risk Management

18. The HWT has proven the model from a technical perspective including logistics, material quality, material volumes and diversion from landfill for the FOGO Material. The community survey highlighted that there is a high acceptance rate for the HWT model from the participants. Despite the positive results, there will undoubtedly be some members of the community that may resist any change to the current services and look to identify reasons not to support a HWS across Yarra. A detailed Risk Assessment/Management of a HWS was provided as Attachment 3 of the 17th December 2019 report. It is worth noting that changing community behaviour presents the greatest challenge and therefore is a priority risk.

CONTEXT AND BACKGROUND TO INFORM A DECISION

Kerbside Recycling Processors - Victoria

19. There are currently three kerbside recycling processors in Victoria (Visy, Polytrade and Cleanaway who have taken over the SKM sites) that process commingled kerbside recycling containing glass as per the current kerbside recycling model.
20. The three recycling processors each have a glass beneficiation plant at their sites which have been primarily designed to sort the mixed glass from the commingled bins into colours and grades that can then be used to manufacture new glass containers.
21. The major problem with this system is that approximately 45% of the kerbside recycled glass is recovered for the manufacture of new glass. The remaining 55% of the glass is full of contaminants such as fragments of recycling materials, bottle tops and rubbish. A further issue is that for approximately two decades the 55% has been stored. There is in excess of 500,000 tonnes of contaminated glass fragments stored around the Melbourne Metro area.

Yarra Waste Contracts

22. Further information about the Yarra City Council's current contracts for recycling processing, recycling and garbage collection and green waste collection has been provided in **Confidential Attachment One**.

Processing of Kerbside Recycling

23. It is possible that the MWRRG tenders for Victorian Recycling processing may result in the establishment of a kerbside recycled glass processing facility by July 2021. This is not a certainty and there is a requirement for an interim solution for glass processing.
24. In the interim, if there is no alternative when Yarra rolls out a four bin system, it is recommended that the kerbside recycled glass is processed to be used as replacement for virgin sand. Although this is not the long term preference, as the glass would not be utilised for the manufacture of new glass, it will still provide environmental benefits in that it would be used as a replacement for virgin material.
25. Further information about the processing of kerbside recycling has been provided in **Confidential Attachment One**.

Container Deposit Scheme (CDS)

26. On the 2nd Feb 2020 the Age released an article claiming that the State Government will introduce a CDS into Victoria and that details would be released within one month. It also claims that there has been a delay due to further consultation required with stakeholders to ensure that a CDS does not cannibalise the kerbside recycling system. According to the Age the scheme will not come into effect until 2023. This would have no immediate impact on kerbside recycling.
27. The NSW experience with the CDS has demonstrated that between 20%-30% of kerbside glass may flow into the CDS. A kerbside recycling system and a CDS can function in parallel and could serve to complement one another to ensure that maximum volumes of glass flow to local markets for the manufacture of new glass. Not all glass containers are covered by the CDS scheme and the details of the potential Victorian CDS are not known. When details become available any impacts or opportunities would be considered with regards to Yarra's kerbside recycling system.

Processing of Kerbside FOGO

28. There are three options for the processing of FOGO material including VEOLIA, Cleanaway and SYCR. Council Officers have visited and assessed these sites and have discussed processing options with the respective parties.
29. Further information about the processing of kerbside FOGO has been provided in **Confidential Attachment One**.

Publicly Owned Kerbside Recycling Processing Facility

30. At a Council Meeting on 8 October 2019 Council passed a resolution which included;
- That Council:*
- (g) *receives a report from officers within three months on the viability and options for establishing, or advocating for, a publicly-owned recycling provider, or similar in partnership with other councils, as a possible solution to ongoing challenges in the waste and recycling sector.*
31. With regards to this element of the Council resolution, Council officers have commenced a body of work to explore a collaborative effort between Yarra, Melbourne, Hobsons Bay, Port Phillip, Stonnington, Maribyrnong & Macedon Ranges to jointly facilitate the establishment of a glass only sorting facility in the Melbourne area.
32. Subject to Council's interest in Yarra exploring a role in processing of glass, Officers propose a further report to Council later in the first half of 2020. At that point, more should be known about the State and Federal Governments respective positions and proposed/possible investments in waste and recycling. There would also be a better understanding of the options and interest from other stakeholders in developing a publicly-owned recycling provider, whether independent of, or in conjunction with Yarra.
33. The decision to roll out of a HWS across Yarra is not dependent on the establishment of a publicly owned recycling processing facility. A transition to a HWS is recommended because the current model of kerbside recycling is not sustainable. The implementation or the advocacy for a publicly owned recycling processing facility can be carried out in parallel to a HWS roll out.

Metro Waste & Resource Recovery Group (MWRRG) - Recycling Tender Process

34. The MWRRG is currently in the process of preparing to go out to the market for the next round of collective recycling processing tenders. The intent is to put out tenders focused on clusters of Councils in order to draw more competitors into the market. The clusters are based on combined volumes of recycling materials to make it viable for a tenderer to invest in infrastructure.
35. The timing of the tender process is to complete the procurement process by May 2020, with a scheduled start date of 1 July 2021. The timing of the commencement dates for the new recycling processing tenders is in close alignment with the end date of Yarra's recycling processing contract with Polytrade. This places Yarra in a position that minimises financial risks and material security risks associated with the recycling processing contract.

Next Steps

36. The next steps will require 2 key decisions from Council, should Council wish to implement a roll out in 2020:
- (a) A decision regarding the recommended model, and
- (b) A decision regarding the timing of a roll out across Yarra.

External Consultation

37. The external consultation involved engagement with a number of relevant stakeholders including Yarra Contractors, Sustainability Victoria, DELWP, Owens Illinois, APR, Alex Fraser, other Councils and RMIT.
38. There has been significant consultation with residents as part of the HWT, and this has been essential to the success of the HWS and to informing the proposed model for the HWS.
39. Engagement with residents will be an essential component of the successful roll out of a four bin system.

Internal Consultation (One Yarra)

40. The internal consultation involved engagement with a number of relevant stakeholders including Yarra Staff, Executive, Communications, Access Yarra and Councillors.

Financial Implications

41. The roll out of a four bin kerbside waste management system across Yarra will have budget implications based on the model chosen by Council. Modelling shows significant additional costs in the 2020/21 period. Table 3 below provides a cost variance over a six year period. These will be reflected in the Long Term Financial Plan, subject to Councils decision.
42. The pricing assumptions for a four bin system across Yarra are best estimates based on information available at this time. The financial modelling does not account for any potential increases in such items as landfill levies, landfill gate fees, recycling processing fees and the potential spike in fuel costs.
43. Further information about the financial implications has been provided in **Confidential Attachment One**.

Economic Implications

44. In the longer term, the adoption of a HWS across Yarra would assist to generate local markets, a circular economy and the generation of local employment.
45. There is potential for a publicly owned recycling processor to generate employment and economic benefits to the area in which this is located.

Sustainability Implications

46. The current Victorian kerbside recycling model has collapsed due to the collapse of export markets and the lack of local markets for the recycling material. The major issue is the poor quality of the commingled kerbside recycling material. A HWS will provide high quality kerbside recycling material and can be replicated to other Councils across Australia. This will develop a more sustainable kerbside recycling system.
47. There are a range of environmental benefits that would be generated from a HWS across Yarra including a greater volume of kerbside recycled glass that would be suitable to make new glass and/or to replace virgin materials, a greater recovery of commingled recycling with no glass recovered for the local markets and a reduction in greenhouse emissions by diverting organics out of the landfill stream. According to initial calculations a HWS across Yarra would reduce CO2 emissions by approximately 10,600 tonnes per annum.
48. The challenge is to introduce the additional services without increasing additional collection vehicles into the physical Yarra environment. The recommended model has been structured to minimise additional collection vehicles into the services. This aligns with Yarra's sustainability principles and aligns with the focus of the Climate Emergency plan.
49. Yarra has been running a fully electric Tipper for booked hard waste collections since July 2019 and has proven very successful. Officers will explore the potential for Yarra to transition to electric kerbside collection vehicles over the next five years.

Social Implications

50. A HWS across Yarra will require a fundamental shift by the Yarra Community. This may create resistance from some members of the community and will need to be strongly supported by ongoing community engagement and education programs.

Human Rights Implications

51. There no known human rights implications for the purposes of this report.

Communications with CALD Communities Implications

52. Community engagement and education programs will be tailored to ensure the inclusion of CALD communities.

Council Plan, Strategy and Policy Implications

53. A HWS across Yarra aligns with the principles of the Waste Minimisation and Resource Recovery Strategy 2018 – 2022. A HWS model would also align with the principles of Yarra's Climate Emergency Plan.

Legal Implications

54. The kerbside waste collection contracts would need to be renegotiated to accommodate a HWS if rolled out before June 2023.

Other Councils

55. Hobsons Bay is rolling out a four bin system in February 2020 based on the same model as the Yarra Trial. The commingled recycling with no glass will be processed at APR and the recycled glass will be processed at Alex Fraser as an interim.
56. Macedon Ranges Shire Council is rolling out a four bin system in around April 2020 based on the same model as the Yarra Trial. The commingled recycling with no glass will be processed at APR and the recycled glass will be processed at Alex Fraser as an interim.

Points to Highlight

57. There are a number of points that need to be highlighted including:
- (a) the State Government has yet to release its long awaited Circular Economy Policy, so the implications of this Policy, if any, are unknown;
 - (b) the State Government has announced the intent to commence a Container deposit Scheme in 2023; details of the proposed scheme are not yet known, however Officers do not believe the announcement of a CDS is reason to delay the roll out of a HWS in Yarra;
 - (c) the financial modelling in this report does not account for any potential increases in such items as landfill levies, landfill gate fees, recycling processing fees and the potential spike in fuel costs;
 - (d) the financial modelling has been further refined and takes into account all costs associated with kerbside waste management services. The increased recycling processing gate fees have also been accounted for. The financial modelling provided in this report differs from the financial modelling provided in the report on 17th Dec 2019.
 - (e) the financial implications of a four bin waste management system will be significant in Year 1 and for several years; at least for the six years of the proposed contract term.
 - (f) community engagement and education is a critical success factor for a four bin system to ensure long term sustainability of kerbside recycling. There must be an ongoing commitment to ongoing community engagement and education;
 - (g) there will need to be a tailored and concentrated community engagement and education program for Multi-Unit Developments (MUD's);
 - (h) contamination control is also a critical success factor and imperative for material quality. It is vital that Council supports the policy that recycling bins that are contaminated will not be collected. Council staff will work with residents that have contaminated bins to engage and educate. When contamination has been removed from the bin, the contractor will empty the bin in question;
 - (i) it is critical not to collect material in the recycling stream that does not have end markets;
 - (j) to accommodate for space restrictions within Yarra a range of bin sizes would be available including 60 litre, 80 litre, 120 litre and 240 litre across the four services;

- (k) larger families that are struggling with a fortnightly collections due to volumes could be provided with a larger bin to accommodate the volumes. Council staff will work with residents to ensure flexibility in the system;
- (l) the kerbside recycled glass will at this stage be processed at Alex Fraser to replace virgin sand in the interim while a more suitable glass processing plant is being established; and
- (m) rolling out a four bin kerbside system across Yarra is a significant undertaking. There will be a transition period of approximately 3 - 4 months in the initial implementation period where the service needs to be bedded in. It is important that during this period all stakeholders understand that a transition is not business as usual and that there are likely to be teething issues.

Options for a four bin Kerbside Service – Qualitative Summary

58. Table 2 below provides a summary of four bin options and respective qualitative evaluations. This intended to provide a guide and understanding of how the recommended model was identified outside of an isolated financial evaluation process. This provides an understanding of the best alignment with community expectations, the Waste Minimisation & Resource Recovery Strategy 2018-2022 and the Climate Emergency Plan.

Table 2 – Qualitative Evaluation

OPTION	BENEFITS	DISADVANTAGES
<p>CURRENT MODEL</p> <ul style="list-style-type: none"> • Weekly Recycling • Weekly Garbage • Booked Green Waste 	<ul style="list-style-type: none"> • Budget will only increase to accommodate the increase in recycling processing gate fees 	<ul style="list-style-type: none"> • Contaminated kerbside recycling material due to broken glass • Not sustainable due to industry change • Loss of resources
<p>A</p> <ul style="list-style-type: none"> • Fortnightly Recycling (No glass) • Fortnightly Glass • Fortnightly FOGO • Fortnightly Garbage 	<ul style="list-style-type: none"> • Minor increase in collection vehicles from current • Minimal impact on emissions and the physical environment • Most cost effective 	<ul style="list-style-type: none"> • Fortnightly FOGO may be an issue for some residents e.g. perceived smell • Larger families may struggle with a fortnightly collection (<u>Larger bins can be provided</u>) • Perception about space for disposable nappies in a fortnightly garbage collection (<u>Larger bins can be provided</u>)
<p>B</p> <ul style="list-style-type: none"> • Fortnightly Recycling (No glass) • Fortnightly Glass • <u>Weekly FOGO</u> • Fortnightly Garbage <p>CURRENT TRIAL MODEL</p>	<ul style="list-style-type: none"> • The trial community have accepted this model; proven model • Fortnightly garbage collection has been introduced and accepted in other Municipalities • Reduced issues with perceived smell from FOGO • No need for compostable bags for FOGO • Minimal impact on emissions and the physical environment 	<ul style="list-style-type: none"> • Increased vehicle movements compared to Option A • Increased costs compared to Option A • Larger families may struggle with a fortnightly collection (<u>Larger bins can be provided</u>) • Perception about space for disposable nappies in a fortnightly garbage collection (<u>Larger bins can be provided</u>)
<p>C</p> <ul style="list-style-type: none"> • Fortnightly Recycling (No glass) • Monthly Glass • <u>Weekly FOGO</u> • <u>Weekly Garbage</u> 	<ul style="list-style-type: none"> • No community barriers regarding fortnightly garbage • Decreased glass collections 	<ul style="list-style-type: none"> • Significant increase in vehicle movements compared to Option A • Impact on emissions and the physical environment • Significant cost increase • Monthly glass would create issues with storage and space

OPTION	BENEFITS	DISADVANTAGES
<p>D</p> <p>Fortnightly Recycling (No glass) Fortnightly Glass <u>Weekly FOGO</u> <u>Weekly Garbage</u></p>	<ul style="list-style-type: none"> No community barriers regarding fortnightly garbage 	<ul style="list-style-type: none"> Significant increase in vehicle movements compared to Option A Significant impact on emissions and the physical environment Significant cost increase Monthly glass would create issues with storage and space
<p>E</p> <ul style="list-style-type: none"> <u>Weekly Recycling</u> <u>Weekly Glass</u> <u>Weekly FOGO</u> <u>Weekly Garbage</u> 	<ul style="list-style-type: none"> No community barriers regarding fortnightly garbage 	<ul style="list-style-type: none"> Excessive increase in vehicle movements compared to Option A Excessive impact on emissions and the physical environment Excessive cost increase

Options for a four bin Kerbside Service – Financial Summary

59. Table 3 below provides a comparison of cost increases over a six year period for the respective four bin kerbside service models. Key assumptions in the financial modelling include:

- (a) the cost of current kerbside services including the recent increase in recycling processing fees has been used to provide the increased variance for each option;
- (b) costs only include the cost of kerbside services, not total waste management services;
- (c) costs include landfill fees;
- (d) costs include recycling processing fees;
- (e) costs include processing fees for FOGO;
- (f) CPI is not included;
- (g) does not account for any potential future increases in landfill fees’;
- (h) does not account for any potential future increase in landfill levies;
- (i) does not account for any potential future increase in recycling processing fees;
- (j) does not account for funds that would need to be spent out of the 2019/20 financial budget in order to prepare for a July 2020 roll out;
- (k) includes the funding from Sustainability Victoria towards the purchase of new bins; and
- (l) allows for increased costing for community engagement and roll out costs in year.

Table 3 – Financial Evaluation

60. The financial information in the table below, represent the best estimates, and reflects approximate variances, based on assumptions, as outlined above, made at the time of authoring the report.

Six Year Period	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Cost of Current Kerbside Services	\$ 8,367,500	\$ 8,367,500	\$ 8,367,500	\$ 8,367,500	\$ 8,367,500	\$8,367,500
4 Bin Model Options	Increase per Annum for each option compared to current costs					
<p>A</p> <ul style="list-style-type: none"> Fortnightly Recycling (No glass) Fortnightly Glass Fortnightly FOGO Fortnightly Garbage 	\$ 752,500	\$ 352,500	\$ 252,500	\$ 127,500	\$ 127,500	\$ 127,500

<p>B</p> <ul style="list-style-type: none"> Fortnightly Recycling (No glass) Fortnightly Glass <u>Weekly FOGO</u> Fortnightly Garbage <p>CURRENT TRIAL MODEL</p>	\$ 1,752,500	\$ 1,352,500	\$ 1,252,500	\$ 872,500	\$ 872,500	\$ 872,500
<p>C</p> <ul style="list-style-type: none"> Fortnightly Recycling (No glass) Monthly Glass <u>Weekly FOGO</u> <u>Weekly Garbage</u> 	\$ 2,252,500	\$ 1,852,500	\$ 1,752,500	\$ 1,372,500	\$ 1,372,500	\$1,372,500
<p>D</p> <ul style="list-style-type: none"> Fortnightly Recycling (No glass) Fortnightly Glass <u>Weekly FOGO</u> <u>Weekly Garbage</u> 	\$ 2,552,500	\$ 2,152,500	\$ 2,052,500	\$ 1,672,500	\$ 1,672,500	\$1,672,500
<p>E</p> <ul style="list-style-type: none"> <u>Weekly Recycling</u> <u>Weekly Glass</u> <u>Weekly FOGO</u> <u>Weekly Garbage</u> 	\$ 3,852,500	\$ 3,802,500	\$ 3,702,500	\$ 3,322,500	\$ 3,322,500	\$3,322,500

Conclusion

61. The reason for the HWT was to explore an alternative kerbside recycling model that is focused on waste reduction, quality of material, diversion from landfill, maximum resource recovery, highest value of material (e.g. glass to glass), circular economy and development of local markets.
62. The Yarra HWT in Abbotsford has demonstrated that taking glass out of the commingled recycling bin provides a high quality source of kerbside glass that is suitable for local manufacturing into new glass and improves the quality of the commingled recycling (no glass) which is then also suitable for the local market.
63. The separation of glass out of the commingled recycling has yielded high quality glass with an approximate 90% recovery for new glass (compared to the current 45% recovery for new glass). The remaining 10% is suitable for sand replacement in asphalt mix. The commingled material without glass has yielded high quality paper, cardboard and plastics that are suitable for local markets.
64. The HWT to date has demonstrated that the introduction of a FOGO collection is viable within the Yarra environment. The FOGO has diverted approximately 45% of organics out of the landfill stream which is suitable for processing into compost.
65. Given the results of the HWT and the results of the Community Survey the recommended model for a Yarra wide four bin kerbside waste management model is Option B which is fortnightly garbage, fortnightly recycling no glass, fortnightly glass and weekly FOGO.
66. The most appropriate time for a four bin kerbside waste management model roll out across Yarra would be July 2020 subject to the allocation of appropriate funding in the 2020/21 Budget, and beyond, with some flexibility based on the achievement of all necessary project preparations;
67. To achieve a roll out of a four bin system in July 2020 or within the first quarter of the 2020/21 financial year it will be necessary to allocate funding from the current 2019/20 budget. It is proposed that funding be made available via the Mid-year Financial Review for this purpose, should Council support a roll out of the four bin system in 2020. This would fund items such as community engagement, bin purchases and bin roll out costs. Accurate costs are not yet known and Officers are currently exploring funding requirements.

RECOMMENDATION

1. That Council:
 - (a) notes the report;
 - (b) endorses a four bin kerbside waste management model which consists of fortnightly recycling - no glass, fortnightly glass only, fortnightly garbage and weekly FOGO collections (Option B from Table 3 of this report);
 - (c) endorses a roll out of a four bin kerbside waste management system across Yarra for July 2020 (subject to the allocation of appropriate funding in the 2020/21 Budget, and beyond), with some flexibility on the timing based on the achievement of all necessary project preparations;
 - (d) endorse officers to commence preparations for a four bin kerbside waste management roll-out, including to incur costs as necessary in 2019/20 to facilitate the roll out of this new system;
 - (e) authorises Officers to renegotiate the structure of the current garbage and recycling collection contracts with the current contractor to accommodate a four bin waste management system;
 - (f) authorises Officers to submit an s186 Ministerial Exemption for the logistics contracts; and
 - (g) authorises Officers to negotiate with all relevant contractors and stakeholders to achieve a four bin roll out by July 2020.

CONTACT OFFICER: Joe Agostino
TITLE: Project Officer
TEL: 9205 5523

Attachments

- 1 Options for a Four Bin Kerbside Service - Commercial in Confidence Information - *Confidential*

11.2 Option and implications for ceasing the use of glyphosate

Executive Summary

Purpose

To inform Council regarding the options including costing, methodology, timing and implications for Yarra to transition away from glyphosate based products for weed control as per the resolution from 25 June 2019.

Key Issues

Yarra officers undertook a detailed analysis of the glyphosate usage in Yarra.

Yarra officers conducted both a desktop and in-field trial of a number of different applications to determine efficacy, safety, scientific data and OHS requirements to analyse the prospective alternative applications.

Whilst Officers have not identified a suitable alternative chemical to replace glyphosate based products, they have identified options to assist with a transition away from the use of glyphosate based products.

A number of potential viable options and associated financial and service implications are outlined within this report.

Financial Implications

There will be increased budget implications for a transition away from glyphosate products for weed control. The level of implications will depend on the preferred option chosen by Council, and range from approximately \$280k to \$880k per annum.

PROPOSAL

That:

- (a) Should Council wish to proceed with a transition away from the use of glyphosate, officers recommend this be done by undertaking primarily mechanical removal, supported by glyphosate for use in the kerb and channel, via hand spray units only, as outlined in Option E within the report; and
- (b) Council refer an amount of \$280k to the 2020/21 budget process for consideration, to fund the implementation of Option E - mechanical removal, supported by glyphosate for use in the kerb and channel, via hand spray units only – to be considered as part of the 2020/21 budget development process.

11.2 Option and implications for ceasing the use of glyphosate

Reference: D20/20127
 Authoriser: Director City Works and Assets

Purpose

1. To inform Council regarding the options including costing, methodology, timing and implications for Yarra to transition away from glyphosate based products for weed control as per the resolution from 25 June 2019.

Background

2. Council resolved in June 2019 that officers bring a report to Council;
 - (a) outlining the current practices used for weed management in the City of Yarra;
 - (b) referencing known alternative procedures for weed management;
 - (c) referencing current controls or codes applied to the use of glyphosate and any reviews underway by authorities, concerning the use of glyphosate; and
 - (d) noting trials of alternative weed management practices being conducted by other Victorian councils.
3. Following the Council resolution in June 2019, Officers undertook significant research on the alternatives to using glyphosate in order to manage weeds, and the approaches being taken to manage weeds in other municipalities', and by other agencies. They also established trials using alternative methods for weed management, to test their cost, efficiency and efficacy.
4. Information on the finding of this research and advice on the trials was provided to Councillors via a Councillor Briefing on 25 November 2019. This information is provided again within this report.
5. This report also provides advice on the outcomes of the trials, and options for a transition away from the use of glyphosate for managing weeds in the roadway.

Current Weed Control Methods in Yarra

6. Table 1 below provides a summary of current weed control methodology within Yarra. This is provided for context as a baseline when comparing other options.

Table 1

Location	Weed control method	Why do we use this method?
<ul style="list-style-type: none"> • Laneways • Footpaths • Kerb and channel • Tree squares • Park garden beds • Park mulched tree beds 	Glyphosate-based herbicide	<p>In these large-scale locations, glyphosate-based herbicide is the most effective and efficient product available.</p> <p>We spot-spray to minimise use and we find that most of Yarra's invasive plants respond well to spot-spraying at the minimum concentration. We use this product sparingly and closely track our herbicide use. We have found that over the last 12-months we used 87% less glyphosate-based concentrate than the recommended label usage.</p> <p>According to available information, there is very little run-off from glyphosate based herbicide and in most cases the product begins to break down and be absorbed by the soil immediately. Within a few days, the effects in soil become harmless to vegetation.</p> <p>We do not spray on windy days.</p> <p>Glyphosate-based herbicide is approved by The Australian Pesticides and Veterinary Medicines Authority. Alternative products require much higher concentrations to be effective and there is little scientific data available for alternative products.</p>

Natural habitats	Specialised herbicides, including some limited use of glyphosate-based herbicide	In natural habitats we use specialised products, most of which are not glyphosate-based. We use glyphosate-based herbicide only when there is not an effective or efficient alternative and to mitigate against the risk of losing significant biodiversity because of weeds that are best controlled by the use of glyphosate based products.
Playgrounds	Manual removal	We manually remove weeds in playgrounds. This is possible because of the relative small scale of these locations and is desirable because of the high levels of community activity. Manual removal is not suitable for larger areas.
Around <ul style="list-style-type: none"> • Childcare centres • Kindergartens • Schools • Hospitals • Retail areas 	Steam technology	In other areas of high community use and pedestrian activity, we use steam technology. The use of steam technology is being assessed as it requires diesel engines to generate the steam, which may have ongoing environmental implications.

7. It is worth noting that according to data over the past 12 months the City of Yarra has used 87% less glyphosate concentrate than the volume recommended by the label instructions.

Context

8. The report presented to Councillors via Councillor Briefing on 25 November 2019 contained relevant information that included available scientific data about the current use of glyphosate products and extensive research carried out by other councils for the use of alternative organic herbicides such as Slasher and BioWeed. A summary of this information is provided in **Attachment One**.
9. Although these alternatives are classified as organic, they are still a chemical designed to kill weeds. There is no scientific research available regarding the long term effects of these herbicides and they are not endorsed by the relevant authorities.
10. Maribyrnong Council carried out extensive trials across the entire municipality over a 12 month period using the organic alternatives and found that the efficacy of these products is poor, while the cost was excessive. Maribyrnong also reported that one of the contractors applying the organic herbicide suffered extensive skin damage during the application process.

Yarra Weed Control Trials

11. Between September 2019 and December 2019, which is the most aggressive growing season for weeds, Council officers in collaboration with the current weed control contractor, conducted a range of field trials to test alternative weed control methods. The focus of the trials was to collect data that could be used to assess weed control methods and option to transition away from glyphosate based products.
12. Methodologies trialled for alternative weed control included:
 - (a) flame weeding which relies on gas generated heat to destroy the weed. This did not prove to be effective and was eliminated as an option. This was also considered a safety and fire risk;
 - (b) mechanical weed removal using rechargeable battery powered equipment. This did prove to be effective in the laneways and footpaths including building lines. It was very difficult to access the kerb and channel area due to parked cars blocking access for the purpose of manual removal. Using mechanical removal in the kerb and channel would also increase risk for the operators due to traffic; and

- (c) mechanical weed removal using rechargeable battery powered equipment, plus the use of glyphosate based herbicide in the kerb and channel. The herbicide in the kerb and channel was applied using a hand held pump rather than a quad bike. The benefits of this type of application method include improved access between parked cars, less overspray and 50% less herbicide required compared to the use of the quad bike method.

13. Council’s current weed management contractor have been an integral and willing partner in this trial. The existing contract is not expected to be an impediment to making a change to the approach to weed management.

Focus of this Report

14. The focus of this report is to provide Council with a number of options for a transition away from glyphosate based products which are based on trial data, information from other councils, research about current practices and information from the relevant authorities.

15. The volumes of glyphosate based products for weed control in Yarra are broken down in a number of categories:

- (a) Road reserve and laneways: Approx. 95%;
- (b) Open space maintenance: Approx. 2%;
- (c) Horticulture maintenance: Approx. 2%; and
- (d) Bushland maintenance: Approx. 1%.

16. Because approximately 95% of herbicide is applied in the road reserve, and because officers believe the transition away from glyphosate based products in the other contexts above will be more challenging and significantly more costly, this report is focused on finding a viable option to transition away from glyphosate based products in the road reserve applications.

17. Table 2 below provides a summary and context of categories within the road reserve where herbicide is used for weed control.

Table 2

CATEGORY	SQUARE METRES M²	PERCENTAGE OF TOTAL %
Footpath	1,000,000	58.75%
Kerb & Channel	362,000	21.25%
Laneways	340,000	20%
TOTAL	1,702,000	100%

18. Whilst Officers acknowledge the options proposed to not eliminate the use of glyphosate completely, finding solutions for the remaining 5% would be costly and difficult, and have a flow on effect for a numbers of applications and would need to be a separate body of work, for example:

- (a) Open space maintenance - glyphosate based herbicide is used to control weeds where there are bluestone edges and mulched areas such garden beds and under tree plantings. Capital works projects in the Open Space area at times require glyphosate based herbicide to ready sites for the project works. Glyphosate removes some risk associated with mowing around brittle assets, as well as control of weeds that may erode open space areas for the public in a timely fashion;
- (b) Horticulture maintenance - glyphosate based herbicide is used to control weeds in garden beds and tree squares. Glyphosate allows for a high level of productivity for weed maintenance and allows for overall quality of thriving plantings; and

- (c) Bushland maintenance – a range of specialised herbicides and flame weeding are used to control weeds within the natural habitats. Glyphosate based herbicide is used to control weeds in the natural habitats when there is no other option and is kept to a minimum as part of the daily work procedures. Glyphosate based herbicide is essential to reduce the impact of exotic flora within the natural habitat and to control some plant species such as federally listed weeds. There are no suitable alternatives at this stage.

Internal Consultation (One Yarra)

- 19. All appropriate Yarra staff and executive were consulted.

External Consultation

- 20. The external consultation process included a range of relevant stakeholders and reference points including:
 - (a) Compliance with the Australian Pesticides and Veterinary Medicines Authority (APVMA) – (chemical manufacture, importation, registration, and review, up to and including the point of sale and supply);
 - (b) Compliance with the commonwealth controls agricultural and veterinary chemicals through the *Agricultural and Veterinary Chemicals Code Act 1994* and associated regulations;
 - (c) *Compliance with Environment Protection Act 1970, Drugs, Poisons and Controlled Substances Act 1981, Dangerous Goods Act 1985, Health Act 1958, Occupational Health and Safety Act 2004;*
 - (d) other councils and authorities such as Parks Victoria and Melbourne Water; and
 - (e) relevant contractors.

Other Councils and Authorities

- 21. Melbourne Water, the Department of Environment, Land, Water and Planning, Parks Victoria and the Environment Protection Authority have stated that they are still using glyphosate based herbicides due to the lack of alternative suitable herbicides.
- 22. Yarra has consulted with its insurance provider and the Australian Services Union regarding the use of glyphosate. Neither has requested Council stop using glyphosate.
- 23. A number of other municipalities, such as Moreland, Moonee Valley and Maribyrnong, have researched and trialled, or are in the process of trialling, the suitability and effectiveness of alternatives to glyphosate.
- 24. Moreland's trial determined that glyphosate was still the most effective method to control weeds. Steam was found to also be reasonably effective; however the organic weed management chemicals did not meet the desired standards.

Moreland Council Trial

- 25. Moreland trialled the use of Slasher and Bioweed herbicides on a small scale as a potential replacement for glyphosate based products. Although they noted that alternatives such as Slasher, Exonerate and Bioweed are not as effective as glyphosate products, the trial was inconclusive. Irrespectively, Moreland has made the decision to phase out the use of glyphosate over the next two year period.
- 26. Moreland also sought advice from a number of other relevant organisations regarding the use of glyphosate based products;
 - (a) Worksafe stated that they believe glyphosate is safe to use when applied as per the manufacturers requirements;
 - (b) The APVMA state that it considers glyphosate safe to be used while following labelled instructions; and

- (c) The Department of Health and Human Services, Parks Victoria and Melbourne Water all defer to the APVMA's advice regarding the use of glyphosate based products, but are just reviewing how they use the glyphosate.

Maribyrnong Council

- 27. Maribyrnong trialled Slasher and Bioweed across the entire municipality over a 12 month period as an alternative to glyphosate. Maribyrnong reported a number of key issues including:
 - (a) the trial was in the road reserve and laneways as they did not consider it suitable for open space maintenance;
 - (b) users of the Slasher and Bioweed products reported strong odours and skin irritation;
 - (c) the move away from glyphosate by using either Bioweed or Slasher cost council around 300% more than traditional glyphosate weed management practices over a 12 month period. This was put down to an increase in labour and chemicals required;
 - (d) the effectiveness of Slasher and Bioweed to control weeds was not acceptable when used across the municipality. In other words, weed regrowth outstripped the application of the products;
 - (e) the lack of scientific data to support the long term effects of using Slasher or Bioweed;
 - (f) the asset lifespan of spray equipment, such as bottles and nozzles, drastically reduced when using Slasher and Bioweed. The seals on the equipment were quickly compromised, resulting in leaking equipment; and
 - (g) Maribyrnong Officers have indicated their preference would be to return to the use of glyphosate based products rather than Slasher or Bioweed.

Other Councils

- 28. Moonee Valley City Council also begun investigation of steam and organic weed control methods to determine their appropriateness and effectiveness.
- 29. Cook Shire Council (QLD) has implemented steam weed management in kerb and channel situations, but retain the use of glyphosate in other situations, particularly in bushland environments.
- 30. The Town of Bassendean (WA) has trialled a number of alternatives after it stopped using glyphosate on hard surfaces in 2016. It believes that steam is the best solution of the remaining options, but more investigation needs to be completed.
- 31. Moyne Council (Vic) has banned Round Up, but will continue using other glyphosate based products as per the labelled instructions.
- 32. Waverley Council (NSW) has banned the use of glyphosate in sensitive areas and will phase out the product by 2021. Waverley will move towards manual removal and increasing mulched areas to reduce the presence of weeds.
- 33. Frankston City Council will ban glyphosate in July 2020. Frankston has authorised a six month trial of a number of different organic compounds prior to this coming into effect.
- 34. There may be other Councils trialling or considering alternatives to glyphosate; Officers are aware this is something a number of Councils are considering.

Yarra Trials – Non Glyphosate

- 35. The trials carried out by Moreland and particularly Maribyrnong for current alternatives such as Slasher and Bioweed have provided enough information regarding the viability of these products. It was considered important to understand other methods that will allow a transition away from glyphosate products for weed control.
- 36. City Works began an infield trial in September 2019 to explore potential methods that will allow the transition away from glyphosate based products for weed control. The scope of the trials included:

- (a) manual mechanical removal utilising electric rechargeable whipper snippers for large scale weed control;
 - (b) the viability of steam technology for large scale weed control;
 - (c) the viability of flame weeding (use of gas fired weed gun);
 - (d) regrowth rates to determine intervention level; and
 - (e) cost and resource requirements for each methodology.
37. In field trials were completed in December 2019, with analysis of the applications discussed later in this report.

Financial Implications

38. There will be increased budget implications for a transition away from glyphosate products for weed control. The level of implications will depend on the preferred option chosen by Council, and range from approximately \$280k to \$880k per annum. Further detail is provided in Table 3 further into this report which provides a summary of potential options.
39. Subject to a Council resolution in support of a transition away from the use of glyphosate, the funding required to implement this option would be referred to the 2020/21 budget for consideration. Officers note that funding for new initiatives in 2020/21 is likely to be highly competitive.

Economic Implications

40. There are no apparent economic implications for the purposes of this report.

Sustainability Implications

41. A transition away from or a significant reduction in the volume of glyphosate based herbicide used for weed control would be expected to provide environmental benefits.

Social Implications

42. A transition away from, or a significant reduction in the volume of, glyphosate based herbicide used for weed control, is likely to improve community perceptions and concerns.
43. Resident participation to maintain nature strips, footpath, and kerb and channel areas outside their property would also assist to reduce the application of herbicide for weed control. Essentially, where there are no weeds, there is no need to apply herbicide.

Human Rights Implications

44. There are no apparent human rights implications for the purposes of this report.

Communications with CALD Communities Implications

45. There are no apparent CALD community implications at this time.

Council Plan, Strategy and Policy Implications

46. Yarra's Council Plan 2017-2021 states that one of the roles of local government is "infrastructure provision, improvement and maintenance". Many Yarra residents see weed management as a key indicator of amenity condition.

Legal Implications

47. A number of lawsuits have been successful in the United States that have delivered compensation to a worker in the agriculture industry that had historically applied glyphosate without the proper protections.
48. There are no legal impediments in Australia at this point in time for the continued use of glyphosate based products if used in accordance with the label instructions and safe work practices.

Potential Options for a Transition from Glyphosate

- 49. Under the current contract, there is a clause that allows the transition to alternative weed management practices which council can utilise.
- 50. Table 3 below provides a summary of potential options for a transition away from glyphosate based products for weed control. The summary has been compiled based on Yarra’s experience with glyphosate usage, Yarra’s experience with steam technology usage, Yarra field trials, information and trials by other councils, reference to relevant authorities and available scientific research available at the present time.
- 51. The financial impact of these options has been provided confidentially to Council, and whilst it is not appropriate to provide this information publicly, it should be noted that the financial implications for a change in approach ranges from in the order of \$280k per annum to \$880k per annum, pending the model. This has also been presented as a percentage over our current costs for comparison.

Table 3

OPTION	ASSESSMENT	EFFICACY	PRO's	CON's	Variance from existing
A Glyphosate Based Product CURRENT METHOD	Based on current method in Yarra	Very Good	<ul style="list-style-type: none"> • Very effective • Cost effective • Scientific data available • Supported by relevant Authorities 	Public perception & concern about glyphosate	N/A
B Alternative Herbicide (Slasher, BioWeed)	<ul style="list-style-type: none"> • Extensive municipal wide trials by Maribyrnong Council • Extensive trials and research by other Councils 	Poor	<ul style="list-style-type: none"> • Not glyphosate based • Improved public perception 	<ul style="list-style-type: none"> • No scientific data available • Not endorsed by relevant Authorities • Field trials have been unsatisfactory • Has created significant skin damage to a Maribyrnong contractor during application • Cost 	\$579K variance from current
C Steam Technology	<ul style="list-style-type: none"> • Yarra currently utilise steam technology • Based on data over a 5 year period 	Good	<ul style="list-style-type: none"> • No chemicals • Positive public perception 	<ul style="list-style-type: none"> • Requires diesel engines for steam • Uses gas • High volume of water usage • Requires large vehicle • Access issues • Cost 	\$879K variance from current
D Mechanical Removal (Lithium Battery Equipment)	Based on field trials within Yarra	Very Good	<ul style="list-style-type: none"> • No chemicals • Instant result • Low risk • Positive public perception 	<ul style="list-style-type: none"> • Difficult to access kerb & channel due to parking • OH&S concerns working in the path of traffic • Cost 	\$779K variance from current
E Mechanical Removal + Glyphosate for kerb & channel with hand spray units RECOMMENDED METHOD	Based on field trials within Yarra	Very Good	<ul style="list-style-type: none"> • Minimal chemicals (80% less than current) • Hand spray kerb & channel only • Can be applied from the footpath to eliminate OH&S concerns • Instant result for lanes & footpaths • Lowest practical risk • Improved public perception 	<ul style="list-style-type: none"> • Glyphosate use in kerb & channel • Cost 	\$279K variance from current

- 52. A version of the above table containing further information about the projected costs of the alternative options has been provided in **Confidential Attachment Two**.

53. Council officers have placed significant weight on the sustainability of each option, including reducing the reliance on fossil fuels such as diesel and gas.

Conclusion

54. According to APVMA, glyphosate based products are approved for large scale weed control. The scientific studies available have noted that glyphosate based products are safe to use if used in accordance with the label requirements.
55. Members of the community have expressed concern about the use of glyphosate irrespective of the scientific data.
56. There is no scientific data available for the long term effects or safety of alternative herbicides such as Slasher and Bioweed.
57. Numerous councils have trialled the organic alternatives and have deemed them unsatisfactory and costly.
58. A move away from glyphosate will have increased budget implications, the scale of which will depend on the option chosen by Council. Any funding required to implement a change in approach will need to be referred to the 2020/21 budget process for consideration.
59. Confidential information, including contract and other commercial in confidence information has been provided in **Confidential Attachment Two**.
60. The information provided in this report is based on Yarra's experience with glyphosate usage, Yarra's experience with steam technology usage, Yarra field trials, information and trials by other councils, reference to relevant authorities and available scientific research available at the present time.
61. A hybrid option of primarily mechanical removal, supported by the use of glyphosate delivered via hand spray units for kerb and channel, would not remove the dependence on glyphosate based products completely, however it would significantly reduce volumes by approximately 80%. This provides a significant step towards a transition away from herbicide and eliminates the use of all chemicals from laneways and the footpath areas.
62. Subject to Council support and the allocation of appropriate funding, such an approach could commence 1 July 2020.

RECOMMENDATION

1. That:
 - (a) Should Council wish to proceed with a transition away from the use of Glyphosate, officers recommend this be done by undertaking primarily mechanical removal, supported by glyphosate for use in the kerb and channel, via hand spray units only, as outlined in Option E within the report; and
 - (b) Council refer an amount of \$280k to the 2020/21 budget process for consideration, to fund the implementation of Option E - mechanical removal, supported by glyphosate for use in the kerb and channel, via hand spray units only – to be considered as part of the 2020/21 budget development process.

CONTACT OFFICER: Patrick Orr
TITLE: Coordinator of Services Contracts
TEL: 9205 5554

Attachments

- 1  Weed Control Options Summary
- 2 Ceasing the use of glyphosate - Commercial in Confidence Information - *Confidential*

11.3 Business Advisory Group - Appointment of Business Representatives

Reference: D20/8034
Authoriser: Director Planning and Place Making

Purpose

1. For Council to appoint six representatives from the business community to fill vacancies on the Business Advisory Group (BAG).

Background

2. The BAG Terms of Reference (TOR) require that one-third of the Advisory Group rotate each year.
3. The BAG includes sixteen business representatives. There are currently six vacant positions on the BAG.
4. Council's policy on the appointment of community and/or other members to Council Committees states that the *Council will by resolution make the final determination on the selection and appointment of members to any Council Committee.*
5. Members appointed to the BAG will be appointed for a two year term and will be eligible to serve no more than two consecutive terms (four years).

External Consultation

6. The nomination process for the six positions on the BAG was held for a period of four weeks. Advertisements calling for nomination for membership of the BAG appeared on Council's website and Facebook and in two separate editions of Council's Business e-bulletin.

Internal Consultation (One Yarra)

7. Information on the nomination process was featured on Council's website.

Financial Implications

8. The ongoing costs associated with the BAG are covered by the Economic Development Unit operational budget. There are no significant financial implications that would arise out of appointing the additional members.

Economic Implications

9. The objective of the BAG include:
 - (a) capitalising on the knowledge, experience and skills available in Yarra's large and dynamic local business community to assist Council with the implementation of the objectives in the Yarra Economic Development Strategy;
 - (b) raising the profile of the business community in Council activities and planning to support the significant contribution made to our local economy;
 - (c) ensuring that a key sector of the community is provided with an appropriate communication mechanism with Council; and
 - (d) providing strategic advice to Council on issues that affect the business community.

Sustainability Implications

10. There are no apparent sustainability implications.

Social Implications

11. There are no apparent social implications.

Human Rights Implications

12. There are no apparent human rights implications.

Communications with CALD Communities Implications

13. There are no apparent implications relating to CALD communities.

Council Plan, Strategy and Policy Implications

14. The BAG will continue to play a key role in overseeing the implementation and review of Council's Economic Development Strategy.

Legal Implications

15. There are no known legal implications.

Nominations

16. A total of 16 nominations were received. These have been assessed by two BAG Council delegates Cr Fristacky and Cr Nguyen and the Coordinator Economic Development.
17. An assessment of all nominations has been circulated as a confidential addendum to this report. Nominations considered the following:
 - (a) representation across the municipality;
 - (b) representation of different size businesses;
 - (c) representation of different business sectors;
 - (d) local business proprietor, property owner and/or employee based in the City of Yarra;
 - (e) not a member of another Yarra City Council Community Advisory Committee;
 - (f) business experience and skills, relevant network connections;
 - (g) willing to commit 2 hours per quarter (8 hours per annum) in attending Business Advisory Group meetings; and
 - (h) an ability to complement the skills and attributes of other members of the group.
18. The individual expressions of interest, assessments of the submissions and list of recommended applicants can be found at **Confidential Attachments One, Two and Three** respectively.

Conclusion

19. Six business representatives are required to be appointed to the BAG.
20. Council is requested to now make these formal appointments.

RECOMMENDATION

1. That:
 - (a) Council note the report of officers in relation to the Business Advisory Group;
 - (b) Council, having considered the nominations received for the six business representatives positions on the BAG, appoint the following applicants to the BAG:
 - (i) _____;
 - (ii) _____;
 - (iii) _____;
 - (iv) _____;
 - (v) _____; and
 - (vi) _____.
2. That the successful and non-successful nominees be advised in writing of the outcome of their nomination.

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

Attachments

- 1 BAG Expressions of Interest - *Confidential*
- 2 EOI Assessments - *Confidential*
- 3 Business Advisory Group - Selection Sub-Committee Recommendation - *Confidential*

11.4 Richmond Town Hall & Former Police Station Public Realm Design

Reference: D20/19734

Authoriser: Director Planning and Place Making

Purpose

1. To seek Council's authorisation for the proposed design for the Richmond Town Hall (RTH) and former Richmond Police Station public realm to be placed on public exhibition and community consultation including:
 - (a) Concept design renders (**Attachment 1**);
 - (b) Concept Design Plan (**Attachment 2**); and
 - (c) Potential Tree Species Information Sheet (**Attachment 3**).

Background

2. This report addresses the RTH forecourt and former Richmond Police Station.
3. The adopted *Urban Design Framework (2007)* (UDF) and the *Bridge Road Streetscape Master Plan 2017* identify the precinct around the RTH as the civic heart, centred around the iconic town hall, civic and institutional uses with opportunities to enhance and improve the streetscape frontage along Bridge Road to reflect on the civic setting.
4. The project was generated from the UDF, Streetscape Master Plan, representations from the community, Bridge Road traders and Councillors interest to improve the streetscape as well as capital works funding in 2019/20 to commence the design and documentation works. It is proposed to conduct community consultation in February/March with the intention of progressing towards construction works in 2020/21.
5. Previously temporary planter boxes and seating had been located outside the former Police Station. This demonstrated that the area and seating was well used and the planter boxes provided a relief to the dominance of the asphalt footpaths.
6. This project is an opportunity to recognise and celebrate the civic importance of the Town Hall and former Police Station by exploring opportunities to provide a flexible space that allows for gatherings, provides an attractive useable space and green infrastructure such as tree planting.



Figure 1. Site Extent

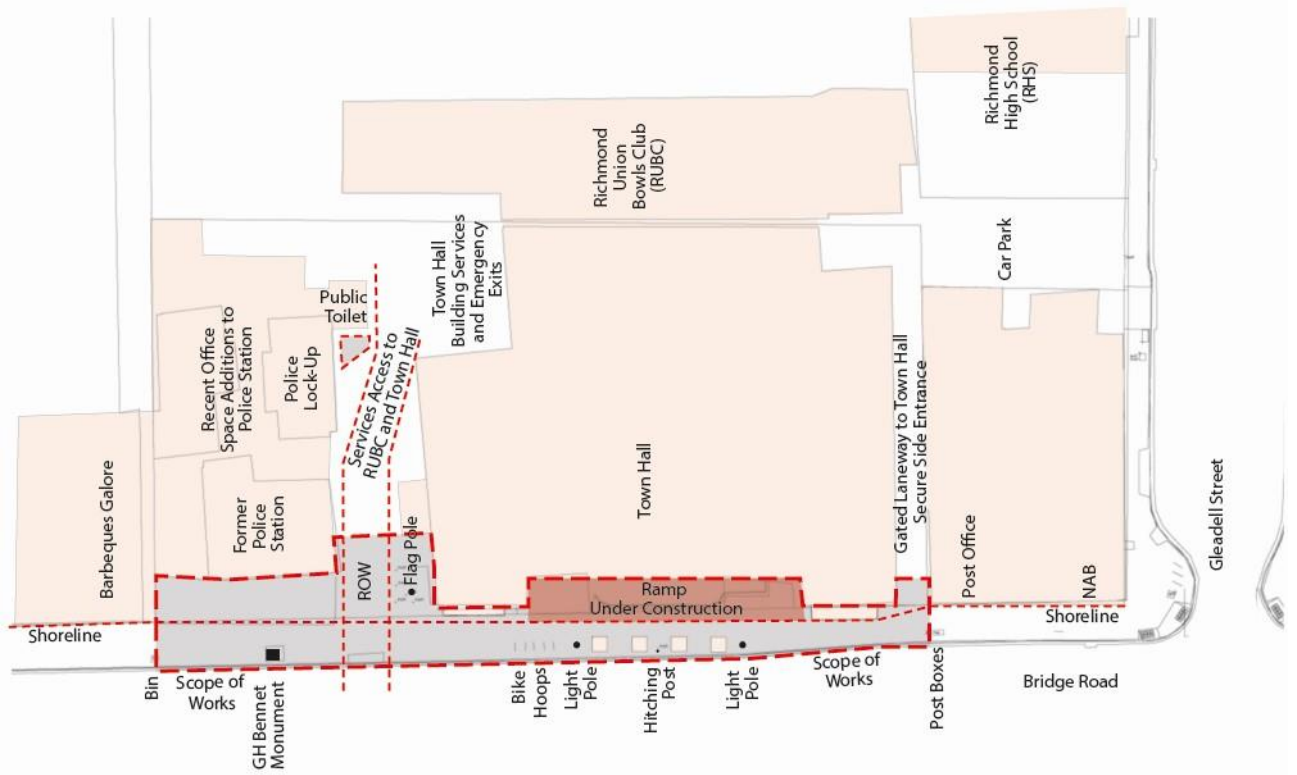


Figure 2. Site Conditions Overview

7. The key features for the study area are:
 - (a) Richmond Town Hall (RTH);
 - (b) former Richmond Police Station;
 - (c) monument; and
 - (d) historical fixtures.
8. Currently, the space provides poor visual amenity and no greenery or canopy trees.
9. Further, it is located within the broader Bridge Road Major Activity Centre and is in need of vast improvement as a civic heart of Bridge Road and Richmond; and is in close proximity to recreation, education and community facilities.
10. Recently works were commenced to construct a new RTH entry ramp.
11. The civic function of the area is reflected in the important gatherings and flag raising ceremonies currently held in this space. e.g. (Remembrance Day, IDAHOBIT, Smoking Ceremony and Flag Raising ceremonies).



Figure 3. GH Bennett Memorial



Figure 4. Civic Flag Pole

Site Constraints, Opportunities and Issues

12. Site Constraints include:
 - (a) access - ROW vehicular and pedestrian (to RTH and Richmond Union Bowls Club) and along Bridge Road;
 - (b) services – existing underground services, limited space for in ground planting;
 - (c) solar - lack of sunlight in winter months;
 - (d) heritage fabric – building fabric and external monument/features (statue, lamp posts, hitching post);
 - (e) safety – lighting; and
 - (f) access to the front entrances to the former Richmond Police Station.
13. Site Opportunities include:
 - (a) greening – trees and low cover planting;
 - (b) seating and places to gather;
 - (c) lighting – building and public realm;
 - (d) creation of a cohesive civic frontage;
 - (e) coordination of infrastructure upgrades such as sewer and drainage to the Town Hall;
 - (f) linking in thematic planting for RTH ramp new planter boxes;

- (g) activation – event functionality (Remembrance, IDAHOBIT, Smoke Ceremony and Flag Raising ceremonies); and
 - (h) acknowledge and commemorate – pre-settlement, memorials and plaques.
14. Issues and considerations include:
- (a) possible future works to former police station;
 - (b) potential future tram stop upgrade and re-location. There is no current information where tram stops will be located or the timing for the works;
 - (c) services locations and services cabinets;
 - (d) service authority approvals;
 - (e) completion of feature survey pending completion of ramp construction works; and
 - (f) BBQ's Galore's wall, potential greenery may obscure advertising on wall.

Heritage Considerations

15. Context (Heritage Consultants) were engaged to undertake a review of the historical objects within the study area in June 2019.
16. The purpose of the study was to understand the significance of each object (within the context of HO310 – Bridge Road) and provide recommendations for the potential relocation of historical streetscape elements. Key recommendations are summarised as follows:
- (a) GH Bennett Memorial statue should remain in its current position to maintain a presence on Bridge Road. Installed in 1910 in front of the original Town Hall, the statue was relocated a short distance in the 1930s as part of the RTH remodelling. An opportunity exists within the scope of the proposed works for the memorial to undergo necessary repairs and conservation work including the re-instating of the original drinking taps if sufficient evidence can be found of their original design;
 - (b) Streetlamps (x2) can be relocated directly in front of the Former Police Station building. Re-positioning the nineteenth century lamps in front of the intact civic building would allow for a more accurate understanding of the original streetscape;
 - (c) The Hitching Post (x1) can be repositioned within the study area. There is evidence of hitching posts along Bridge Road from 1877 and they are important historical streetscape elements. The existing hitching post likely dates from the remodelling of the Town Hall in the 1930s; and
 - (d) Bollards (x4) can be removed as they appear to be contemporary elements and do not contribute to the historical significance of the precinct.

Project Methodology

17. A detailed design brief was developed by the Urban Design Unit following initial discussions with key internal stakeholders including Arts & Culture and Buildings to gather background and discuss coordination of Council projects.
18. The brief was sent to eight (8) Landscape Architecture consultancies and responses were received from six (6). Submissions were reviewed and scored by a Panel of four (4) Council Officers from the Urban Design Unit, Open Space Planning & Design and Economic Development Units. The submissions were then shortlisted and four (4) applicants were invited to an informal interview with the Panel to present their vision and concept ideas for the precinct.
19. **Site Office** (landscape architects) were awarded the contract following this rigorous process.
20. Broadly the project is proposed in four stages:
- (a) Stage 01: Inception and Sketch Plan Development (completed);
 - (b) Stage 02: Sketch Design & Internal Consultation (current);

- (c) Stage 03: Concept Design Report & External Consultation (Feb/April); and
- (d) Stage 04: Detail Design Development and tender documentation (April-June 2020).

External Consultation

- 21. The Urban Design office has engaged with directly affected external stakeholders during the current Gleadell and Griffiths Streets streetscape initial engagement process. During these meetings the RTH project was mentioned at a high level with no proposals tabled. The relevant groups that engaged with Council included:
 - (a) Richmond Union Bowls Club;
 - (b) Yarra Energy Foundation (current tenants in the 1st floor of the former police station);
 - (c) Post Office; and
 - (d) NAB.
- 22. Responses were positive when the project was mentioned at a high level (without the presentation of any concept plans). Key comments were that an upgrade with greenery is wanted to improve appearance and encourage usage of the space. Need for additional street furniture was also mentioned, such as additional bike parking along the RTH frontage to Bridge Road.
- 23. BBQs Galore and Bridge Road Traders Association were not available to engage with Council at that time but will be part of the proposed formal consultation program.
- 24. A communications and engagement plan has been prepared, which would be implemented once Council approval is received to progress the concept design to consultation. The purpose of the engagement is to seek community and key stakeholder feedback on the proposed concept design. Following consultation, officers will summarise the feedback for Councillors, participants and the general community.

Internal Consultation (One Yarra)

- 25. Two internal discussions have been held, where the consultant's background work and proposed concept were presented. The first presentation focused on the technical and environmental aspects of the project and were attended by Council officers from:
 - (a) Building & Property Management;
 - (b) City Works & Assets;
 - (c) Open Space Planning & Design; and
 - (d) Streetscapes and Natural Values.
- 26. The second presentation focused on the social and heritage aspects and were attended by Council officers from:
 - (a) Arts and Culture;
 - (b) Civic Facilities;
 - (c) Economic Development;
 - (d) Governance Heritage Advisor;
 - (e) Statutory Planning; and
 - (f) People, Culture and Community / Aboriginal Partnerships.
- 27. The overall response to the proposal and presentation was positive. Feedback, where possible, has been incorporated into the concept plan and the detailed items will also be included in the design development.
- 28. Collaboration is occurring with Council Aboriginal Partnership Officers to explore opportunities for pre-settlement acknowledgement and reflection; this could be realised through design elements and/or the functionality of the space.

Concept Design

29. The concept (Attachment 1 and 2) has been developed based upon 3 principles that include:
 - (a) supporting street life and public life;
 - (b) creative appreciation of history; and
 - (c) focus on natural systems.
30. The concept aims to:
 - (a) establish a civic hub / plaza to support community and institutional uses around the Town Hall precinct and for the space to reflect the civic nature of the surrounding buildings;
 - (b) improve amenity and ambience and become a usable space for visitors to the Town Hall and adjacent civic buildings through an attractive resting point and improved experience for pedestrians traversing the precinct when walking along Bridge Road;
 - (c) green the precinct including potential new canopy tree plantings and garden beds; and
 - (d) improve and strengthen the physical presence and setting of the RTH and former Richmond Police Station buildings, both during the day and night.
31. The concept explores the roughened bluestone edge to the Police Station building, which extends out into the public realm. The roughened edge provides opportunities for people to gather and incorporate a series of larger planters containing a collection of Victorian volcanic grassland plants, celebrating the underlying geology and the edge of the basalt lava flows (see concepts and illustrations).
32. The proposed palm tree plantings (native to Australia) are considered to reflect and emphasise the Egyptian Revival style of the Town Hall and reference this era. Also, due to their small root ball they are suitable for planting in confined spaces (**Attachment 3**).
33. Canopy trees providing shade are proposed to be planted in the footpath where there is a greater volume of soil to allow the trees to reach their full potential in height and width.
34. It is considered that the proposal provides a timeless, elegant, high quality design that would have longevity and not date with changing trends.

Financial Implications

35. A capital works bid for \$500K has been prepared for consideration in the 2020/21 budget to undertake the required construction works to implement this project.
36. The proposed improvements would create a new distinctive public space with places to sit, trees/greenery, lighting and high quality paving. The space would bring many benefits to the area, however, would also require additional maintenance due to the design, plantings and proposed use of bespoke materials, furniture and lighting.

Economic Implications

37. If implemented the public realm improvements would provide high quality public space and improved footpaths, including places to sit, trees and lighting. This would support the vitality of Bridge Road, attract more visitors and encourage people to spend more time in the area, in turn benefiting the local economy.

Sustainability Implications

38. The concept design offers the opportunity to address the following sustainability issues:
 - (a) additional tree planting to provide shade and reduce localised heat island effect;
 - (b) street tree surrounds that allow water to infiltrate through to the ground;
 - (c) garden beds that would contribute to the capture and infiltration of rain water and minimise water run-off;

- (d) improved amenity of footpaths and public spaces to encourage people to walk in the precinct;
- (e) improved bicycle parking to encourage people to cycle to the area;
- (f) indigenous low cover planting to increase bio-diversity and create a micro-habitat; and
- (g) energy efficient lighting.

Social Implications

39. The project would result in the following key social benefits:
- (a) improved public space to encourage social interaction;
 - (b) increased lighting to improve the vitality and safety of the area in the evening and improve connections between night time community uses and venues; and
 - (c) improved space for small gatherings and ceremonies.

Human Rights Implications

40. There are no identified human rights implications from the proposed design.
41. Universal design principles would underpin the final design.

Communications with CALD Communities Implications

42. During the community consultation and exhibition stage of the concept design, Council's website and all information distributed within the community would provide contact numbers for interpreter services for the CALD community seeking information/clarification.

Council Plan, Strategy and Policy Implications

43. The project is an initiative from the adopted Urban Design Framework (2007) (UDF) and the Bridge Road Streetscape Master Plan (2017).
44. The Master Plan recognises the area as a "*Key destination*" with opportunities for:
- (a) "*Improved streetscape interface to the RTH and former police building, and improved setting for built form*";
 - (b) "*Creation of a public plaza and rest node in front of the former police building, with seating and planting to create a comfortable pedestrian scale space*"; and
 - (c) "*High quality paving materials and street furniture to support the significance of RTH's civic function*".
45. The project also aligns with the overarching Council Plan (2017-2021) that supports:
- (a) Strategy 5.1: "*Maintain and strengthen the vibrancy and local identity of retail and commercial precincts*";
 - (b) Strategy 2.1 "*Build resilience by providing opportunities and places for people to meet, be involved in and connect with their community*" and
 - (c) Strategy 2.4 "*Acknowledge and celebrate our diversity and people from all cultural backgrounds*".
46. The project is consistent with the Yarra Urban Design Strategy (2011) which advocates for a quality public realm in Yarra, universal access, social interaction and walkability.
47. The project also aligns with the Urban Forest Strategy (2017), to increase tree canopy cover to mitigate the urban heat island effect and help to further enhance Yarra's liveability.
48. The project also relates to the Nature Strategy: Protecting Yarra's Unique Biodiversity (2020-24) (draft in progress), in that the proposed design reflects and integrates:
- (a) "*The landscape of Yarra has been shaped by its geology. The Victorian Volcanic Plain, characterised by its basaltic rock and clay soils, formed by volcanic eruptions to the west of Melbourne covering the majority of the municipality*"; and

- (b) *“indigenous flora into an urban setting that will contribute to increased bio-diversity in a highly urbanised zone of Richmond, create micro-habitat and also promote the beauty and usage of indigenous flora within the community.”*

49. The project would incorporate green infrastructure elements such as WSUD principles where possible, in line with the ‘Embedding Green Infrastructure Best Practice Toolkit’. This would assist in mitigating climate change and the project would also strive to be a flagship project within Yarra to set the precedence for future planning applications and private sector developments.

Legal Implications

50. There are no identified legal implications from this report.

Other Issues

51. There is a strong community desire especially from the traders along Bridge Road for Council to invest in upgrade works to help invigorate and promote the precinct.
52. It is unclear when the tram stop upgrade in Bridge Road will occur in the future.
53. The proposed design elements in the RTH and former Richmond Police are anticipated not to be affected by potential future tram/road works.
54. Services authorities are being contacted to confirm if works are planned within the area that may affect the project.

Conclusion

55. The concept design would result in creating an elegant, welcoming and safe public space that would celebrate the civic nature of the buildings while reflecting back to the pre-settlement landscape of the area.
56. Undertaking community consultation in early 2020 would provide Council with feedback from the community, which can then be considered when finalising the design.

RECOMMENDATION

1. That Council:
- (a) note the officer report regarding the concept design for the Richmond Town Hall and former Richmond Police Station public realm;
 - (b) note that background research and reports have informed the development of the concept design including a Heritage Study, external discussions and site analysis;
 - (c) note the site extent of the project; and
 - (d) authorise the concept plan to go to public consultation in February/March 2020.
2. That following the community consultation, feedback as appropriate will be incorporated into the development of the detailed design and presented back to Council for consideration.

CONTACT OFFICER: Christian Lundh
TITLE: Landscape and Urban Designer
TEL: 9205 5736

Attachments

- 1** ⇄ Attachment 1 - Concept Design Renders
2 ⇄ Attachment 2 - Concept Design Plan
3 ⇄ Attachment 3 - Proposed Tree Selection

11.5 2019/20 Annual Plan Quarterly Progress Report - December

Executive Summary

Purpose

To present the 2019/20 Annual Plan Quarterly Progress Report for the December period to Councillors for noting.

Key Issues

The 2019/20 Annual Plan has 43 Actions, 42 were scheduled to have commenced by December.

As at 31 December 34 of the 42 (81%) Actions commenced were assessed as On Track or Complete.

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 note the 2019/20 Annual Plan Quarterly Progress Report December 2019.

11.5 2019/20 Annual Plan Quarterly Progress Report - December

Trim Record Number: D20/19764

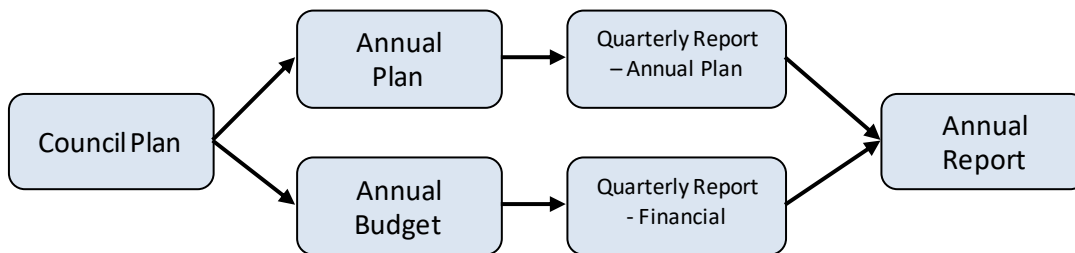
Responsible Officer: Director Corporate, Business and Finance

Purpose

1. To present the 2019/20 Annual Plan Quarterly Progress Report for the December period to Councillors for noting.

Background

2. This year, 2019/20, represents the third 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 2019/20 Annual Plan was endorsed by Council on 25 June 2019 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 2019/20 Annual Plan contains 43 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 2019/20.

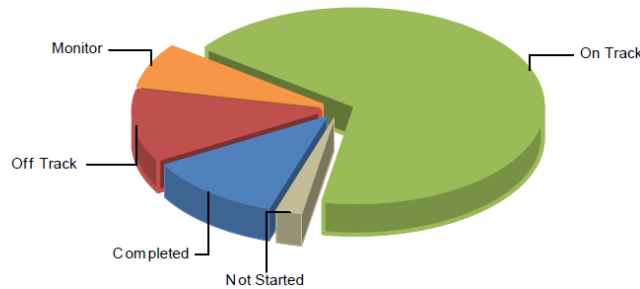
Strategic Objective	Number of Actions
	2019/20 Annual Plan
A healthy Yarra: a place where Community health, safety and wellbeing are a focus in everything we do	6
An inclusive Yarra: a place where Inclusion, diversity and uniqueness are welcomed, respected and celebrated	4
A sustainable Yarra: a place where Council leads on sustainability and protects and enhances its natural environment	9
A liveable Yarra: a place where Development and growth are managed to maintain and enhance the character and heritage of the city	11
A prosperous Yarra: a place where Local businesses prosper and creative and knowledge industries thrive	4
A connected Yarra: a place where Connectivity and travel options are	6

Strategic Objective	Number of Actions 2019/20 Annual Plan
environmentally sustainable, integrated and well-designed	
A leading Yarra: a place where Transparency, performance and community participation drive the way we operate	3
Total	43

8. The *Council Plan 2017-21* has 49 Strategies with 99 associated Initiatives. Not all of these have a corresponding Action in the 2019/20 Annual Plan. The Council Plan is a four-year document and Initiatives will commence across a range of years.
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.

2019/20 Annual Plan Progress Report – December, Attachment 1

11. 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.
12. The following thresholds are used to determine the status of an Action:
 - (a) On track $\geq 90\%$
 - (b) Monitor 75-89%
 - (c) Off track $< 75\%$
13. Annual Plan Action progress summary as at 31 December 2019:



Strategic Objective	No. of Actions Reported	Complete	On track ($\geq 90\%$)	Monitor (75-90%)	Off track ($< 75\%$)	Not Started
A healthy Yarra	6	0	5	0	1	0
An inclusive Yarra	4	1	2	0	1	0
A sustainable Yarra	9	0	7	1	1	0
A liveable Yarra	11	2	5	1	2	1
A prosperous Yarra	4	0	3	1	0	0
A connected Yarra	6	1	5	0	0	0
A leading Yarra	3	1	2	0	0	0
	43 (100%)	5 (11.63%)	29 (67.44%)	3 (6.98%)	5 (11.63%)	1 (2.33%)

14. The 2019/20 Annual Plan has 43 Actions scheduled to be completed this year.

15. Annual targets set a requirement for 75% of Annual Plan Actions to be Complete or On Track (>90%) by 30 June each year.
16. Of the 43 Actions in the Annual Plan, 42 were scheduled to have commenced by December. Council achieved a result of 81% or 34 of 42 Actions in progress assessed as On Track or Complete.
17. The following Actions are recorded as Monitor or Off Track at the end of December. These Actions have experienced delays to one or more of their milestones. More detail is contained in the attached report.

Monitor

- 3.01 Yarra Environment Strategy
- 4.03 Queens Parade Design and development Overlay
- 5.01 economic Development Strategy

Off track

- 1.04 Provision of boat storage and clubhouse facility design - Panther Pavilion
- 2.02 Active and Healthy Ageing
- 3.04 Review and update Council's Urban Agriculture guidelines
- 4.06 Structure planning for Major Activity Centres in Yarra
- 4.07 Negotiate joint Use Agreement with Richmond High School

2019/20 Annual Plan Other Initiatives Progress Report – December, Attachment 2

18. Annual Plan Other Initiatives arise from Initiatives identified in the Council Plan that are predominantly operational in nature. These are reported on six monthly, as part of the Annual Plan progress reporting in December and June.
19. There are 31 Other Initiatives in the *2019/20 Annual Plan Other Initiatives Progress Report*, the December update is contained in Attachment 2.

External Consultation

20. Significant community engagement and consultation was undertaken during the development of the *Council Plan 2017-21*. The 2019/20 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 18 February 2020.
22. Projects contained in the 2019/20 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 2019/20 Annual Plan Actions, and are responsible for providing quarterly updates on their progress against delivery of these Actions.

Financial Implications

24. Actions in the 2019/20 Annual Plan are resourced within the 2019/20 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 2019/20 Annual Plan includes 4 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 2019/20 Annual Plan includes 9 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 2019/20 Annual Plan includes 6 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 2019/20 Annual Plan includes 4 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 2019/20 Annual Plan represents Year 3 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 2019/20 Annual Plan Quarterly Progress Report December 2019 is presented to Council for noting.

RECOMMENDATION

1. That Council note the end of December result as reported in the 2019/20 Annual Plan Quarterly Progress Report - December.

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

Attachments

- 1 [⇒](#) Attachment 1 2019-20 Annual Plan Quarterly Progress Report December
2 [⇒](#) Attachment 2 2019-20 Annual Plan Other Initiatives Progress Report December

11.6 December 2019 Financial Report (including Mid-Year Budget Review)

Reference: D20/24380
 Authoriser: Director Corporate, Business and Finance

Purpose

1. To provide Councillors with the December 2019 Quarterly Finance Report and Mid-Year Budget Review.
2. To provide Councillors with the end-of-year forecast position for the 2019/20 Budget.
3. To consider projects officers may recommend commencing; if sufficient additional affordability is available.

Background

4. Under the Local Government Act, Council is required to report on its financial results on a quarterly basis.
5. The December 2019 Finance report (including mid-year budget review) is provided at **Attachment 1** for noting and discussion.
6. The December 2019 Capital Adjustments Running Table is provided at **Attachment 2** for noting.

Finance Report – December 2019 (Attachment 1)

7. As at 31 December 2019 Council is favourable to YTD Adjusted Budget by \$8.3m. This result is predominantly due to the following areas:
 - (a) higher YTD parking income attributable to an increase in metered parking income and parking infringement income, \$1.1m;
 - (b) higher YTD grants received of \$1.9m, mostly attributable to operating grants of \$1.4m, with higher than anticipated income in both aged services and children's services;
 - (c) higher YTD open space monetary contributions relating to developer contributions received of \$3.7m;
 - (d) lower YTD employee costs of \$0.8m due to the timing of some employee payments; and
 - (e) lower YTD materials and services expenditure, mainly due to favourable consultancy and contract payments to budget, \$1.6m.
8. These favourable outcomes are offset by unfavourable variances of:
 - (a) lower YTD rates and charges of \$0.5m, mostly attributable to the timing of supplementary rate income;
 - (b) lower YTD user fee income of \$0.5m, mostly attributable to property income being below budget; and
 - (c) higher YTD bad and doubtful debts resulting from an increase in the doubtful debt percentage rate used, \$0.3m.

It is important to note that not all of these favourable results translate to additional cash as most are restricted for future use.

2019/20 Full year forecast – December 2019 (Attachment 1)

9. As at 31 December 2019, from a forecast year-end position, Council is anticipating a full year operating result of \$14.7m, favourable to Adjusted Budget by \$4.0m. This result is due to:
 - (a) higher than budgeted parking meter income and parking infringements issued, \$0.8m;

- (b) higher than budgeted user fees received, mostly attributable to higher town planning and childcare fees, \$0.3m;
 - (c) higher than budgeted grant income, attributable to higher than anticipated income in both aged services and children's services, as well capital grant income, \$2.3m;
 - (d) higher than budgeted open space monetary developer contributions; \$2.2m; and
 - (e) lower than budgeted materials and services costs of \$1.2m, mostly attributable to legal costs of \$750k, consultancy costs of \$500k, and other contract payments of \$500k. However these favourable variances incorporate the assumption of Council achieving a budgeted efficiency dividend of \$500k, which is a key assumption built into the 2019-20 budget.
10. These favourable outcomes are offset by:
- (a) higher than budgeted employee costs, attributable to a higher number of EFT's in areas including, recreation and leisure, to support legislative changes relating to pool life guard numbers, and also children's services to support higher utilisation rates that are driving higher income for Council, \$1.8m; and
 - (b) higher than budgeted bad and doubtful debts resulting from an increase in the doubtful debt percentage rate used, \$1.0m.
11. It is Important to note that of the \$4.0m favourable forecast variance to budget identified, \$3.5m of this is restricted to be spent on eligible open space projects or relates to specific purpose grants. Additionally, \$264k in affordability was allocated to projects by Council resolution in November 2019 as part of the quarter 1 forecast review.
12. Council's cash position is anticipated to exceed budget, however the majority of funds over budget have either already been committed, or are restricted to fund operating and capital expenditure commitments and eligible open space projects.
13. Based on the forecast financial position, Council does potentially have an additional \$245k to potentially make available to further projects.
14. It also needs to be noted that we are carrying a potential financial risk regarding recent changes to our waste contract.

External Consultation

15. No external consultation was required.

Internal Consultation (One Yarra)

16. This report has been presented to the Executive Group on Monday 3 February 2020.

Financial Implications

17. The financial implications will be for Council to utilise its modest additional affordability available of up to \$245k to fund further projects. This would then reduce the amount of cash available going in to the 2020/21 budget year by the same amount.

Economic Implications

18. No implications.

Sustainability Implications

19. No implications.

Social Implications

20. No implications.

Human Rights Implications

21. No implications.

Communications with CALD Communities Implications

22. No implications.

Council Plan, Strategy and Policy Implications

23. No implications.

Legal Implications

24. No implications.

Other Issues

25. No implications.

Options

26. Council has the following options:

- (a) Accepting the officer's recommendation; or
- (b) Holding all of the forecast surplus for carry over into the 2020/21 Budget; or
- (c) Changing the officer's recommendation and choosing different projects.

Conclusion

- 27. Council has a small amount of affordability available; up \$245k, to potentially allocate to fund further projects.
- 28. Officers have confirmed based on forecast expectations that sufficient funding is available to allocate up to \$245k in the 2019/20 financial year.
- 29. There does remain a further financial risk associated with recent changes to waste contract.

RECOMMENDATION

- 1. That Council:
 - (a) note the December 2019 Finance Report (Including Mid-Year Budget Review);
 - (b) allocate \$200k of the available surplus cash identified from the mid-year budget review to pre-work and planning to support the commencement of the four bin waste collection system which will be the subject of a report in the February 18th Council Agenda and (subject to Council endorsement) will require funding in 2019/2020 to enable consultation, engagement and promotion to support a roll-out in 2020/2021;
 - (c) note the potential establishment of a Youth Employment Officer position was previously referred for consideration by this mid-year budget review. It is Officers recommendation that the recruitment of a full time Youth Employment Officer be referred to the 2020/21 budget discretionary bid process. It is Officers recommendation that the current affordability level indicated by this mid-year review does not lend itself well to funding an on-going operational commitment of \$100,000 each year;
 - (d) in the circumstance of our current financial position, officers suggest that this mid-year budget allocation is best put towards discrete project spends which are 'one off' or alternatively, should be those that save Council money in future budgets. Should the potential move to 4 bin waste collection model be approved by Council on February 18th, it will be beneficial for that work to be allocated \$200k of 2019/2020 funds;
 - (e) retain \$45k within the budget for any potential contingencies between now and June 30; and
 - (f) note that there remains further financial risk associated with waste contract.

CONTACT OFFICER: Mark Montague
TITLE: Chief Financial Officer
TEL: 9205 5503

Attachments

- 1  Finance Report - July to December 2019
- 2  Capital Adjustments 2019-20

11.7 Report on Assemblies of Councillors

Trim Record Number: D20/13320

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 - February 2020