

# Ordinary Meeting of Council Agenda

**to be held on Tuesday 20 March 2018 at 7.00pm  
Collingwood Town Hall**

## **Arrangements to ensure our meetings are accessible to the public**

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

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

## **Recording and Publication of Meetings**

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

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## **Order of business**

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

## 1. Statement of Recognition of Wurundjeri Land

*"Welcome to the City of Yarra."*

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

## 2. Attendance, apologies and requests for leave of absence

Anticipated attendees:

### Councillors

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

### Council officers

- Vijaya Vaidyanath (Chief Executive Officer)
- Andrew Day (Director - Corporate, Business and Finance)
- Ivan Gilbert (Group Manager - CEO's Office)
- Lucas Gosling (Acting Director - Community Wellbeing)
- Chris Leivers (Director – City Works and Assets)
- Bruce Phillips (Director - Planning and Place Making)
- Jane Waldock (Assistant Director - Planning and Place making)
- Mel Nikou (Governance Officer)

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

## 4. Confidential business reports

### **Item**

- 4.1 Matters prejudicial to Council and/or any person

## **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 matters prejudicial to Council and/or any person.
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 6 March 2018 be confirmed.

## **6. Petitions and joint letters**

## **7. Public question time**

Yarra City Council welcomes questions from members of the community.

### Public question time procedure

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

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

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

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



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

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

## **8. General business**

## **9. Delegates' reports**

## **10. Questions without notice**

## 11. Council business reports

Item		Page	Rec. Page	Report Presenter
11.1	Yarra Environment Advisory Committee Membership	7	9	Jane Waldock – Assistant Director Planning and Place Making
11.2	Amendment C243 - 433 Smith Street Fitzroy North (former Gas and Fuel site and Fitzroy depot)	12	27	Bruce Phillips – Director Planning and Place Making
11.3	2017/18 Mid-Year Report	29	35	Ange Marshall – Chief Financial Officer
11.4	Endorsement of Motions for ALGA National General Assembly	129	130	Ivan Gilbert - Executive Manager Chief Executive's Office

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

### Public submissions procedure

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

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

## 12. Notices of motion

Item		Page	Rec. Page	Report Presenter
12.1	Notice of Motion No 3 of 2018 - Review Fees for Community Garden Spaces.	131	138	Misha Coleman - Councillor

## 13. Urgent business

Nil

## 11.1 Yarra Environment Advisory Committee Membership

Trim Record Number: D18/39911

Responsible Officer: Assistant Director Planning and Place Making

### Purpose

1. To seek Council's endorsement of new committee members for the Yarra Environment Advisory Committee 2018-2019.

### Background

2. The objectives of the Yarra Environment Advisory Committee are to provide advice to Council in respect to:
  - (a) development and implementation of the Yarra Environment Strategy;
  - (b) strategic advice on key policy development, issues that affect the environment, and the design and delivery of specific environmental programs by Council;
  - (c) raising the profile of the environmental sustainability activities within the City of Yarra; and
  - (d) ensuring this key focus of work for the City of Yarra community is provided with an appropriate communication mechanism with Council.
3. Committee members are recruited for two-year terms, of which the 2016-2017 term is now complete.
4. A public expression of interest process has recently been conducted for all 12 positions on the committee for the 2018-2019 term.
5. In line with the Terms of Reference (**Attachment 1**) and the requirements of Council in advertising vacancies on community advisory committees, the expression of interest process was promoted in the following ways:
  - (a) on Council's website and social media accounts;
  - (b) placement in various Council e-bulletins;
  - (c) emails out to a comprehensive range of Council networks; and
  - (d) direct emails to members of the previous Yarra Environment Advisory Committee.
6. Nominations were advertised from 11 December 2017 to 22 January 2018.
7. Council sought applicants with:
  - (a) an ability to work collaboratively with other members and Council;
  - (b) a strong interest in the local environmental issues;
  - (c) a proven understanding of environmental issues; and
  - (d) a willingness to commit 2 hours every two months to attend Committee meetings.
8. There was a very strong response to the call for nominations, with 29 nominations to fill the 12 positions on the Committee. Seven nominations were from existing committee members, and 22 were new applicants.
9. As per the Terms of Reference, it is intended the committee have the following attributes:
  - (a) diversity of environmental interests and knowledge;
  - (b) representation of members of different local community groups;
  - (c) representation of a variety of sectors in the municipality, including community agencies, business, education, and interested citizens;
  - (d) a mix of skills and attributes to complement other members of the Committee; and

- (e) continuity within the Committee and generation of new ideas and direction, and as such a mix of new and existing members is encouraged (all existing members seeking another term needed to re-nominate).
- 10. Applications were specifically assessed based on:
  - (a) sustainability knowledge and skills;
  - (b) diversity and what they bring to the committee;
  - (c) knowledge of the Yarra community; and
  - (d) working in groups/ strategic and systemic thinking.
- 11. Officers were pleased with the diversity of knowledge, skills, and community representation reflected in the applicants. Officers believe the 12 member shortlist will create a strong and active committee able to contribute to the breadth of issues encompassed by Council and to represent the diversity of Yarra's community.

#### **External Consultation**

- 12. The promotion of the nomination process for the Yarra Environment Advisory Committee is detailed in paragraph 5 of this report.

#### **Internal Consultation (One Yarra)**

- 13. The Governance Unit provided advice on the requirements of the public expression of interest process. The Communications Unit support promotion of the expression of interest.

#### **Financial Implications**

- 14. There are no financial implications associated with this report.

#### **Economic Implications**

- 15. There are no economic implications associated with this report.

#### **Sustainability Implications**

- 16. The membership has been chosen to best advise Council on environmental sustainability issues.

#### **Social Implications**

- 17. There are no social implications associated with this report.

#### **Human Rights Implications**

- 18. There are no human rights implications associated with this report.

#### **Communications with CALD Communities Implications**

- 19. There was broad general promotion of the expression of interest process, with an aim to seek diverse representation on the proposed committee.

#### **Council Plan, Strategy and Policy Implications**

- 20. The facilitation of the Yarra Environment Advisory Committee represents a specific action within the Yarra Environment Strategy 2013-2017 (Action 1.5.2).

#### **Legal Implications**

- 21. There are no legal implications associated with this report.

#### **Other Issues**

- 22. Nil

#### **Conclusion**

- 23. Council staff have undertaken a public expression of interest process in accordance with the Terms of Reference and Council's requirements relating to community advisory committees.

24. A strong diversity of interests and skills is apparent in the 12 nominees shortlisted for the Yarra Environment Advisory Committee membership, and it is considered that the proposed shortlist represents the best diversity of membership, and provides capacity to ensure a strong and active committee across a variety of environmental and community interests.

## RECOMMENDATION

1. That Council note the officer report regarding nominations for the Yarra Environment Advisory Committee 2018 – 2019.
2. That Council, having considered the nominations received for community representative positions, appoint the following applicants to the Yarra Environment Advisory Committee:
  - (a) \_\_\_\_\_
  - (b) \_\_\_\_\_
  - (c) \_\_\_\_\_
  - (d) \_\_\_\_\_
  - (e) \_\_\_\_\_
  - (f) \_\_\_\_\_
  - (g) \_\_\_\_\_
  - (h) \_\_\_\_\_
  - (i) \_\_\_\_\_
  - (j) \_\_\_\_\_
  - (k) \_\_\_\_\_
  - (l) \_\_\_\_\_
3. That all persons who nominated be thanked for their interest and receive formal correspondence advising of the Council decision.
4. That the list of applicants be retained so that in the event of a vacancy arising, additional applicants may be invited to participate in the Yarra Environment Advisory Committee in accordance with the Appointment of Members to Council Committees Policy.

**CONTACT OFFICER:** Michael Oke  
**TITLE:** Environment Coordinator  
**TEL:** 9205 5723

## Attachments

- 1 Terms of Reference - Yarra Environment Advisory Committee (YEAC) - 2018

## **Attachment 1 - Terms of Reference - Yarra Environment Advisory Committee (YEAC) - 2018**

### **Terms of Reference - Yarra Environment Advisory Committee (YEAC)**

The Yarra Environment Advisory Committee is a community committee representing interests pertaining to climate change and other local environmental issues to provide advice to Council on action towards these issues by Council, including effective implementation of the Yarra Environment Strategy. The Yarra Environment Advisory Committee has no delegated functions or decision making power.

#### **Objectives**

Capitalising on the knowledge, experience and skills available in the Yarra community, to provide advice to Council in respect to:

- Development and implementation of the Yarra Environment Strategy;
- Strategic advice on key policy development, issues that affect the environment, and the design and delivery of specific environmental programs by Council.
- Raising the profile of the environmental sustainability activities within the city of Yarra; and
- Ensuring this key focus of work for the City of Yarra community is provided with an appropriate communication mechanism with Council.

#### **Function**

The Yarra Environment Advisory Committee will provide advice to Council on:

- The development and/or implementation of the Yarra Environment Strategy, as well as other key policies that affect/support the environment of the City of Yarra.
- The delivery of its Council Plan, in particular the implementation of the Yarra Environment Strategy once adopted;
- Priorities, strategies, initiatives and issues affecting the City of Yarra community in terms of environmental sustainability;
- Resolving issues that may arise from the Agenda of YEAC meetings; and
- How to engage the wider City of Yarra community on environmental sustainability issues.

#### **Membership**

- The Yarra Environment Advisory Committee will comprise 12 community members
- A quorum of 50% plus 1 of committee members must be present for any determinations or formal advice to Council on a particular issue.
- In addition, meetings will be attended by nominated Yarra Councillors and Council Staff.
- Regular bi-monthly meetings will be of 1.5 - 2 hours duration, held at a Yarra Town Hall.
- Specific additional meetings may be required on an as needs basis
- Meetings will be chaired by a Yarra Councillor, nominated annually.
- Yarra City Council's Sustainability Unit Manager will be the secretariat for the Committee.

#### **Recruitment**

- Community members will have a tenure of 2 years.
- Council seeks both continuity within the Committee and generation of new ideas and direction, and as such a mix of new and existing members is encouraged. All existing members seeking another term must re-nominate.

## **Attachment 1 - Terms of Reference - Yarra Environment Advisory Committee (YEAC) - 2018**

- Yarra Environment Advisory Committee vacancies will be advertised via the Yarra Environment e-bulletin, on Council's website and via other channels.
- Council seeks applicants with an ability to work collaboratively with other members and Council, a strong interest in the local environmental issues, a proven understanding of environmental issues, and a willingness to commit 2 hours every two months to attend Committee meetings.
- It is intended to create a committee with the following attributes:
  - a. diversity of environmental interests and knowledge including climate change, waste, transport, community development and education, urban agriculture, biodiversity, water, open space;
  - b. representation of members of different local community groups;
  - c. representation of a variety of sectors in the municipality, including community agencies, business, education, and interested citizens; and
  - d. A mix of skills and attributes to complement other members of the Committee.
- Members will be selected on the merits of their skills and their ability to contribute to ensuring the attributes are achieved

### **Resignation**

A member of the Committee may resign at any time. Notice of resignation is to be provided in writing to the YEAC Secretariat.

Membership of the Committee will be deemed to have resigned if they fail to attend two consecutive YEAC meetings without prior notice.

Any member who resigns or whose membership is terminated, may be replaced at the discretion of the Committee Chair and Secretariat, seeking members initially from the pool of previously unsuccessful applicants.

### **Conflicts of Interest**

In the event of a conflict of interest arising for any member of the Committee, the member will disclose the interest and clearly state the nature of that interest at the meeting before the matter is considered. Any member, who discloses a Conflict of Interest in a matter, must leave the room and not participate in any discussion, nor vote on the matter in which they have a conflict.

### **Contact Details**

All questions or queries regarding the Yarra Environment Advisory Committee should be directed to the Secretariat:

Michael Oke  
Sustainability Unit Manager  
T (03) 9205 5723  
E [Michael.Oke@yarracity.vic.gov.au](mailto:Michael.Oke@yarracity.vic.gov.au)  
F (03) 8417 6666  
P City of Yarra PO Box 168, Richmond 3121

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**11.2 Amendment C243 - 433 Smith Street Fitzroy North (former Gas and Fuel site and Fitzroy depot)**

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Trim Record Number: D18/39332

Responsible Officer: Director Planning and Place Making

**Purpose**

1. Development Victoria (Victorian State Government's Urban Renewal Authority) have made a formal request to the Department of Environment Land, Water and Planning (DELWP) to rezone the land at 433 Smith Street, Fitzroy North and apply a Development Plan Overlay (DPO) to the site.
2. The change in planning controls will be reviewed by the Government Land Standing Advisory Committee. Council may make a submission to this rezoning. This report outlines the basis for a submission.

**Background**

3. The site at 433 Smith Street, Fitzroy North (also known as the former Gas & Fuel site) is bound by Alexandra Parade, Smith Street, Queen's Parade and Gore Street and is approximately 3.9ha in area (the site). Most of this Site (3.05 ha) is the former Gas and Fuel land which is managed by the Department Treasury & Finance (DTF) and is referred to as the former Gas and Fuel land. The remainder of the site (0.85 ha) is occupied by Council's Fitzroy Depot.
4. Council operates the Fitzroy Depot from the north-west corner of this site which would need to be vacated to facilitate any development.

Context

5. Development Victoria contacted Council officers in mid-2015 to advise that the Department of Treasury and Finance (DTF) had appointed Development Victoria to assess the development potential of 433 Smith Street, Fitzroy North.
6. The gasometers were dismantled in 1978 and the Gas and Fuel land was occupied and operated by the Gas and Fuel Corporation until its disaggregation in 1997. In 1999 the 'ownership' of the land (along with other former Gas & Fuel Corporation assets) was transferred to Treasury and Finance. Since then the Gas and Fuel land, which is Crown Land, has been managed by DTF.
7. The Gas and Fuel land is significantly contaminated and must be remediated. In order to deal with the clean-up and dispose of the land, DTF engaged Development Victoria (the State Government's property developer) to undertake the remediation of the site and its redevelopment. If the Gas and Fuel land passes the due diligence and the Development Victoria Board approves the project, the site would be purchased by Development Victoria from DTF to progress its redevelopment as surplus State Government land.
8. Senior officers have been in discussion with Development Victoria since mid-August, 2015 reviewing concepts. Officers have consistently presented the view that:
  - (a) the Council adopted Fitzroy North Gasworks Precinct Urban Design Framework 2008 (UDF) must be the guiding framework for any development on the site;
  - (b) compensation for the removal of the depot has to be met by the State Government; and
  - (c) the cost of providing a six-court indoor stadium must be at no cost to the Council and the Yarra community.



### Restrictions on the land

9. The north-west quadrant of the site is occupied by Council's depot. The depot is Crown Land and divided into two parcels. Parcel A5\PP2796E is approximately 6,106m<sup>2</sup> in area and occupies the majority of the site and is subject to a temporary reservation for Municipal Purposes. Parcel A7\PP2796E is 2,443m<sup>2</sup> and is effectively part of an extension of Gore Street through the site and contains major infrastructure including water, sewerage and gas mains. This parcel has a temporary reservation for Municipal Purposes.

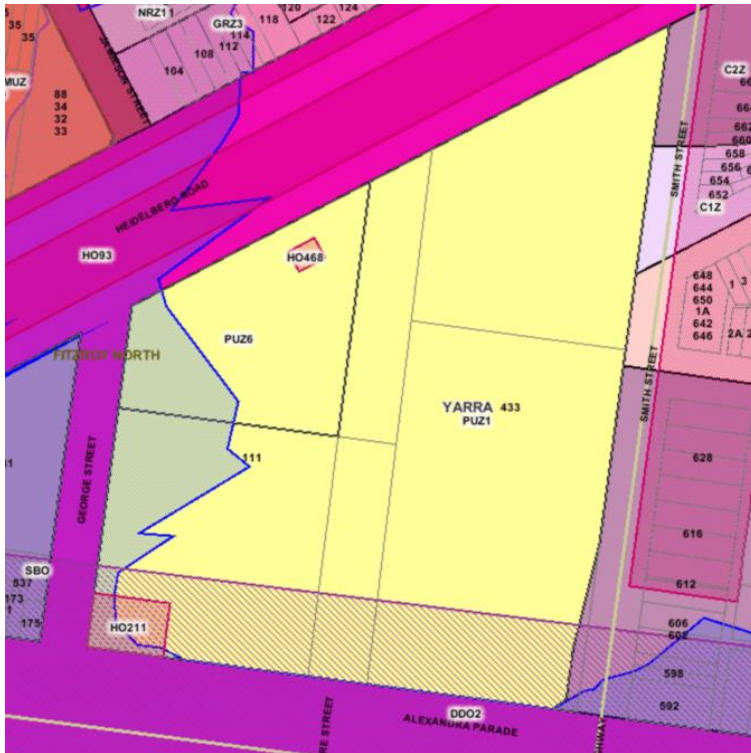


### The Gas and Fuel site

10. The remainder of the Site is Crown Land except for a small triangular piece of land on the north-west corner of Smith Street and Alexandra Parade which was acquired by the City of Fitzroy for road widening. DTF have, from time to time, leased the land and facilities on the Gas and Fuel land.
11. The EPA issued a Clean-up Notice (No 90004363) for 433 Smith Street, Fitzroy North on the 25th of February, 2014. This Notice only affects the Gas and Fuel land and not the Council depot. The key contaminants identified include free tar and associated chemicals, heavy metals and inorganics. The Notice identifies that the contamination is widespread in fill material, natural clay and rock to a considerable depth.

### Planning Scheme aspects

12. The entire site is identified as a strategic redevelopment site in Clause 21.08 of the Yarra Planning Scheme. The Gas and Fuel land is currently within a PUZ1 (Service and Utility) zone and the depot is in a PUZ6 (Local Government) zone. Part of the western portion of the Site is included in a Special Building Overlay (SBO). The Alexandra Parade frontage of the site, to a depth of approximately 30m, is included in a Design and Development Overlay Schedule 2 (DDO2) – Main Roads and Boulevards.
13. The south west corner of the site contains the Valve House which is in a Heritage Overlay (HO211) and within the depot the relocatable Porter Prefabricated Iron Store is contained within Heritage Overlay HO468. The Porter Shed is also listed in the Victorian Heritage Register. These controls are shown on the following map.



### Urban Design Framework

14. Council adopted the Gasworks UDF in October 2008. The UDF anticipates the development of the Gas and Fuel and depot land as a single site and outlines a number of principles for the gasworks site and surrounding area, including:
  - (a) improved permeability through the site;
  - (b) preferred and maximum heights on all street frontages;
  - (c) restrictions on internal building heights based on view planes from street level;
  - (d) creating internal open space;
  - (e) focus access and egress on Queens Parade;
  - (f) accommodation of an indoor sports centre; and
  - (g) creation of a six metre setback on George Street.
15. The UDF recommended that the Site should be rezoned to a Comprehensive Development Zone (CDZ), Priority Development Zone (PDZ) or MUZ or a combination of these zones.
16. The site has two buildings which are covered by Heritage Overlays. The Valve House and the relocatable Porter Prefabricated Iron Store. Any alterations, demolition or removal of either of these buildings requires a planning approval from the Responsible Authority. Any alterations, demolition or removal of the Porter Prefabricated Iron Store also requires the approval of the Heritage Council Victoria.

### Council Briefings and Reports

17. Development Victoria staff have briefed Council on 26 October 2015, 15 February, 2016, 18 July, 2016, 18 September, 2017 and 4 December, 2017.
18. Council has considered three reports on the site. A confidential report on 8 March, 2016 considered amongst other things, the signing of a Heads of Agreement.
19. On 22 March 2016 Council considered a further report on the Community Engagement and Planning Framework proposed by Development Victoria to guide the future development of the site. Council resolved the following:

*That Council:*

- (a) *note this report in relation to the site known as 433 Smith Street, Fitzroy North;*

- (b) *note the interest of Development Victoria on behalf of the State Government to redevelop the site including the Council Fitzroy Depot site;*
- (c) *endorse Phase 1 and Phase 1 (b) of the Development Victoria Community Engagement and Planning Framework as contained in the attachment to this report;*
- (d) *receive a further report on the outcomes of Phase 1 and Phase 1(b) and consider Phase 2 community engagement and the draft master plan in time for Development Victoria to seek approval from the State Government for the business case;*
- (e) *notes that the former Valve House building in the south-west corner of 433 Smith Street Fitzroy North is in a heritage overlay in the Yarra Planning Scheme;*
- (f) *requests Development Victoria to undertake a heritage review of the gas and fuel site and in particular the Valve House and the Porter prefabricated iron store as part of its due diligence for the possible redevelopment of the site, and provide a copy of the review to Council for consideration; and*
- (g) *requests Development Victoria to undertake an analysis of whether any of the trees have any significance under the Council's Local Law and that Council be informed of the results.*

20. On 5 April 2016 Council considered a further confidential report dealing the relocation of the Fitzroy Depot and the construction of a six court indoor sports stadium on part of the site. Council resolved the following:

*That Council:*

- (a) *note the officers further report in relation to 433 Smith Street, North Fitzroy;*
- (b) *note the request by Development Victoria for Council to invite the Minister for Planning to be the Responsible Authority for the re-development of this site on the basis of its potential regional community benefits and the complexity of the project;*
- (c) *note the options presented in the officer report regarding Responsible Authority status;*
- (d) *resolve in principle, to invite the Minister for Planning to be the Responsible Authority for the site subject to:*
  - (i) *the development and approval of the business case by the Department of Treasury and Finance to fully fund both the relocation of the Fitzroy Depot and the construction of a six court indoor sports stadium; and*
  - (ii) *Council being satisfied with:*
    - a. *the intent of the draft masterplan as reflecting the key principles of the Council's adopted Urban Design Framework for the site and the adequacy of the heritage study and tree study; and*
- (e) *write to Development Victoria advising of the Council resolution; and*
- (f) *make the resolution and relevant supporting information from the officer report of this item public.*

#### Community Engagement

21. In May and June 2016 Development Victoria carried out the first round of community and stakeholder engagement. Around 750 people were directly engaged through community information sessions, a community reference group, pop-up consultation sessions, online engagement and stakeholder meetings. More than 2,500 comments were received and analysed as part of this process.

22. In summary, feedback from the community engagement identified that community facilities and amenity aspects are the most highly valued aspects of living in the area, followed by recreation and open space resources and transport options. Looking in more detail, a large number of comments identified open space as the most valued quality of the local area, recognising Edinburgh Gardens and other local parks as being extremely important.
23. Development Victoria stated that the results from this engagement, along with other technical and commercial information, assisted with development of a concept master plan for the site.
24. In November 2017 a concept master plan was released by Development Victoria to inform a rezoning application, to be submitted to the Minister for Planning. Development Victoria argued that the concept master plan represented a whole-of-government approach, including providing for education facilities, an indoor sporting facility, a diverse range of housing (including affordable housing), and opportunities for community, commercial and retail spaces.
25. Development Victoria sought feedback from community members and stakeholders on the plan during November and December 2017.
26. The feedback from the community in November/December 2017 was that there was support for the renewal of the site but there were strong views over the height and density of the future development. Open space, community facilities, active transport and public transport were seen as priorities. The report stated that overall the concept master plan had been *“received neutrally by community members”*.

#### Rezoning proposal

27. The proposal is to rezone the former Gas and Fuel land from a Public Use Zone 1 (Service and Utility) to a Mixed Use Zone (MUZ) and rezone the Council depot from PUZ6 (Local Government) to PUZ2 (Education).
28. In addition the Development Plan Overlay Schedule 16 (DPO16) is proposed to be introduced over the entire site.
29. The existing DDO2 (Main Roads and Boulevards), Heritage overlays HO211 (Valve House) and HO468 (Porter Shed) and Special Building Overlay would remain in place.
30. If approved in its current form the Amendment would make the Minister for Planning the Responsible Authority for the entire site which means that the Minister would consider and decide on the Development Plan as well as any permit applications.
31. The rezoning of the land will be processed by the Government Land Standing Advisory Committee (GLSAC) and managed by DELWP. Council has no direct involvement in the rezoning, but has the opportunity to make a submission to the GLSAC. The GLSAC is an initiative of the Minister for Planning *“to deliver changes to planning provisions for land owned by the Victorian Government.”* The purpose of the Committee is to advise the Minister for Planning on the suitability of changes to planning provisions for land owned by the Victorian Government.
32. Essentially, the main difference between the amendment process that Council undertakes and the GLSAC process is that DELWP manages the process rather than Council.
33. Under the GLSAC process, the Minister effectively becomes the Planning Authority for the purpose of the Amendment which is the role normally undertaken by Council. The GLSAC Terms of Reference also outline the process the GLSAC is to undertake, which is:
  - (a) Exhibition – relevant stakeholders, Council and nearby residents affected by the rezoning are notified of the rezoning and a notice is placed in local newspapers. Interested parties have six weeks to make a submission;
  - (b) Public Hearing – the GLSAC conducts a public hearing to ensure all submitters have an opportunity to be heard;
  - (c) Outcomes – the GLSAC effectively functions as a Panel reporting on a planning scheme amendment and provides the Minister with a written report with recommendations; and

- (d) The Minister makes the decision on the recommendations (note: an Advisory Committee report does not come back to Council).
34. Once the GLSAC has reported to the Minister for Planning, the Minister makes a decision on the proposed changes to the Planning Scheme.
35. The exhibition of the rezoning commenced on 26 February 2018 and the likely timetable is outlined in the table below.

Activity	Dates
Exhibition period (6 weeks)	26/02/2018 to 08/04/2018
Information Session	15/03/2018
Public hearings (1 week)	23/04/2018 to 27/04/2018
GLSAC deliberations and report writing (4 weeks)	27/04/2018 to 25/05/2018
Assessment of GLSAC report (5 weeks)	25/05/2018 to 2 July 2018
Decision/Announcement (3 weeks)	Late July or August 2018

36. Development Victoria have prepared all the documentation associated with the rezoning and DELWP manage the Amendment. Council has no role in the preparation or management of the rezoning other than as one of the parties that must be notified of the amendment and potentially as a submitter.
37. The proposed redevelopment of the site is outlined in the indicative master plan. This master plan has no statutory weight and at this stage is only an indication of the potential development of the site.
38. The development of the site will be informed by an approved Development Plan. The Development Plan Overlay Schedule 16 establishes the framework for the Development Plan. Development Victoria have indicated that it expects the Development Plan to be submitted to the Responsible Authority for approval in July or August. If the Amendment is approved in its current form the Minister for Planning would become the Responsible Authority for the development of the site.
39. The proposed DPO16 also extinguishes third party notification and appeal rights. This means that, once approved and provided what is submitted is *generally in accordance with* the requirements of the DPO16, there would be no requirement on the Responsible Authority to undertake any notification of the Development Plan or any subsequent permit applications. Also there would be no ability for anyone to appeal the decision of the Responsible Authority.
40. In summary, Development Victoria states that the master plan for the site proposes:
- (a) 1,100 apartments (1 bed, 2 bed, 3 bed, and duplex);
  - (b) 4,300m<sup>2</sup> retail, shops & small businesses;
  - (c) Childcare;
  - (d) Sports Courts;
  - (e) Vertical secondary school;
  - (f) Live/work units;
  - (g) 14% public realm (exc. streets);
  - (h) 8% active open space; and

- (i) 700 car spaces in basement.
- 41. A number of background reports have been exhibited with the Amendment. These reports include:
  - (a) Arborist report;
  - (b) City of Yarra Urban Design Framework;
  - (c) Community Needs Analysis;
  - (d) Heritage Report;
  - (e) Master Plan Design Report;
  - (f) Phase 1 Engagement Report;
  - (g) Phase 2 Consultation Report; and
  - (h) Traffic Report.
- 42. The following headings provide a brief discussion and assessment of these reports.  
Tree assessment
- 43. Development Victoria engaged Tree Logic Pty Ltd to determine the type, condition and retention value of trees within the site and to provide advice on appropriate tree protection measures (Attachment 2).
- 44. A total of 201 trees were identified comprising 157 individual trees, 25 shrubs and 2 tree groups comprising 20 trees. A total of 113 of these trees were located on the former Gas & Fuel site or Council's Fitzroy depot and the remainder are located on the surrounding streets, mainly in Queens Parade and Alexandra Parade. The report considers the health of all 201 trees, however, given a number of these trees are on Council land and not part of this development proposal, they have not been included in this report.
- 45. All trees were given an arboricultural rating which reflects the retention value of the trees. Of the assessed vegetation within the tree study area:
  - (a) Two (2) tree features attained an arboricultural rating of 'High';
  - (b) Sixty (60) tree features were attributed an arboricultural rating of 'Moderate';
  - (c) One hundred and thirty-seven (137) tree features were attributed a 'Low' arboricultural rating, due to health and or structural deficiencies or being of small size; and
  - (d) Three (3) tree features were attributed an arboricultural rating of none, due to very poor health and or structural condition.
- 46. In total, 47 trees on the site are of a size that would trigger a permit requirement under Council's Environment Local Law, No. 3 of 2012 for any works or removal.
- 47. The report concluded:
  - (a) The majority of trees were located along the site's perimeters and as such could potentially be incorporated into a future design proposal; and
  - (b) On the basis of tree quality, safety and potential amenity, preference should be given to retaining trees of High and Moderate arboricultural value in areas of built form or areas of increased target potential.
- 48. However, officers have been advised that in order to comply with the clean-up notice the EPA requires the removal of all soil on the site to bedrock. On the basis that the EPA continues to require this method of remediation of the site, it is highly likely that the vast majority of trees on the site will need to be removed. Further, consideration on this would occur once detailed decontamination aspects are known.

Gasworks Urban Design Framework

- 49. Development Victoria states that the site offers a significant urban renewal opportunity for Melbourne's inner suburbs, with a focus on mixed use development including housing, recreation, education and commercial uses.

50. In response to the discussions with Council officers and to respond to the UDF Development Victoria have developed a master plan for the site and have provided the following overview of the master plan.

*The Master Plan represents an indicative development outcome for the site.*

*Development Victoria argues that the Master Plan incorporates and responds to community and stakeholder feedback identified throughout the two phase engagement process. Input throughout the Master Plan process was also sought from the Office of the Victorian Government Architect (OVGA) with presentations made in June and September 2017.*

*The Master Plan is generally consistent with identified heights and density, ensuring the proposal responds to Queens and Alexandra Parade.*

*The Master Plan focuses on integrating the existing neighbourhood to provide a shared experience between what the gasworks site offers to the local neighbourhood and what the neighbourhood offers future residents. This approach mitigates the site becoming an island site, but focuses on complimenting the community and strengthening the '20-minute' neighbourhood with the school, sports courts, open space, retail and pedestrian and cycle connections.*

*The design builds on four key themes identified throughout the community engagement process.*

1. *Recreation and Open Space – open space and indoor sports facility.*
2. *Built form, housing and land use mix – architecture and design, height and density, affordable and social housing, sustainable design and mixed use.*
3. *Community facilities and amenity – galleries, studio and other artistic spaces.*
4. *Transport and permeability – car parking, site access and egress and public transport.*

51. It is important to note that the UDF is not part of the Yarra Planning Scheme., However, it has consistently been the reference point in officer discussions with Development Victoria.
52. The UDF nominates maximum street wall heights In Smith Street, Alexandra Parade, George Street and Queens Parade subject to the following qualification:

*Decision guidelines should ONLY allow for absolute maxima subject to design excellence*

53. The UDF does not refer to a maximum height for the site, other than the street wall. The document:

*Heights may increase away from street frontages using upper-level setbacks that are not visible from the adjoining street above parapets at the nominated maximum frontage heights.*

54. In other words the UDF uses a sight line from the opposite side of the street frontage to the height of the street wall on the site to establish maximum building heights. That is buildings should not protrude above that line. In addition the UDF states:

*Maximum building heights must ensure:*

- *No overshadowing at mid-winter of the southern footpath of Alexandra Parade.*
- *Mid-winter solar access to southern edges of public open spaces 1 and 3.*

#### Community needs assessment

55. The report provided by Development Victoria refers to a projected long-term need for aged care facilities in the area and this initiative should be supported by Council as a way of ensuring long-term housing and population diversity in North Fitzroy.

56. The report also raises the need for social and affordable housing. The Community Engagement Report also gave this issue a high priority as did participants in that process. Any discussions concerning developing social and affordable housing on the site should involve discussions with community housing providers as early in the process as possible to involve them in location, size and such.

#### Heritage

57. Development Victoria engaged Lovell Chen to provide a heritage review of the former Fitzroy Gas Works at 433 Smith Street, North Fitzroy (Attachment 3). The report provided the following advice:
- (a) inform Heritage Victoria and City of Yarra of any change of ownership;
  - (b) find a suitable ongoing use for the Porter Prefabricated Iron Store on its current site or prepare relocation methodology including a condition audit, future site and use;
  - (c) engage with Heritage Victoria to establish a suitable approach to archaeological surveying of the site;
  - (d) engage with City of Yarra to establish their views in relation to the statutory control applying to the Gas Store. Council's position may affect future design outcomes;
  - (e) undertake community consultation to determine the preferred outcome for the Mural;
  - (f) retain and conserve the Valve House. Future works to the Valve House should accord with Council's heritage policies;
  - (g) develop an interpretation strategy in conjunction with the design of new works; and
  - (h) new works across the broader site should have regard to abutment provisions of the Planning Scheme at Clause 22.10 of the Yarra Planning Scheme.
58. The report refers to the 2010 Assessment of Significance also undertaken by Lovell Chen that produced the following summary of significant features.

Element	2010 Assessment of significance
Gas Valve House	Local historical and architectural significance as a surviving example of an extant nineteenth century gasworks building associated with the former Fitzroy Gas Works site
Porter prefabricated iron store	Although the structure has been located on the site since the first half of the twentieth century, its significance does not arise from an association with the gasworks site. As the VHR extent of registration includes only the structure there is the potential of relocation to another site if necessary.
Gas Store building	Although several structures have been constructed alongside the Gas Store, which have impacted on the appearance and presentation of the building, it is still considered to be of local historical and architectural significance as a surviving example of an extant nineteenth century gasworks building associated with the former Fitzroy Gas Works site
1920s iron shed	No documentation was identified which could provide an indication of original or early use; of historical interest as an early twentieth century element within the site. It is noted that the 1920s iron shed, assessed as being of local historic interest as part of this report, was demolished or removed between January and March 2014. [This element has been demolished since the 2010 assessment]



Brick wall	Associated with the former gas works, with some fabric dating to the 1870s; of heritage interest as an early element associated with the use of the site as a gasworks, also marking the original southern boundary of the site
Queens Parade buildings	No heritage significance
1960s-70s brick buildings	No heritage significance
Mural	Assessed as being of historical and social significance. It is of historical significance as a surviving and largely intact example of a community mural project in the inner city area, at a time when murals were executed in a collaborative manner, involving other artists and volunteers. It is of social significance as a highly visible and well-regarded community mural. The mural's subject matter - women taking action - is one which continues to resonate with the surrounding community.

59. The Gas Valve House and Porter prefabricated iron shed are covered by the Heritage Overlay (HO) and the Porter Shed also is listed in the Victorian Heritage Register. The Gas Store building does not have any heritage controls.
60. The report notes the Gas Store is not included in the current HO mapping and the building is a largely externally intact example of a gasworks building. The citation for the Valve House, which reference 'multiple buildings', also refers to the Gas Store but it is not included in the HO map. The report recommends that Council should clarify its position on the Gas Store building and whether it is part of the HO. The report also acknowledges that the ability to retain the Gas Store may be substantially compromised by the contamination on the site and the requirement to remove contaminated soil.
61. In response to Council's request to undertake a heritage review of the entire site, Development Victoria engaged heritage consultants Purcel to review the gasworks site.
62. This report concluded:

*The Gas Store is historically important as one of only two structures remaining to illustrate what was an important industrial site, the Former Fitzroy Gasworks. However, our research has concluded that the building is technically not included in the Heritage Overlay. The mapping for HO211 only includes the Valve House, yet the Schedule to the Heritage Overlay at Clause 43.01 describes HO211 as the Former Fitzroy Gas Works Valve House and Store. The reference to the 'Store' is believed to relate to the Gas Store. While the Store was identified in the Northern Suburbs Factory Study, it was not specifically identified, assessed or recommended for inclusion in the Heritage Overlay through Amendment L78 documentation.*

*Despite this, the Gas Store is a surviving remnant of the nineteenth century gasworks complex and would normally warrant inclusion in the Heritage Overlay. However, it has been heavily altered externally and lacks the intactness and integrity of the Valve House. The Gas Store is minimally visible from the public realm and has undergone considerable alteration, including the construction of additions on three sides, that have impacted its heritage significance. The Valve House, by contrast remains highly intact and with its remnant equipment, readily communicates its role as part of a nineteenth century gasworks.*

*While it would be desirable to retain the Gas Store as one of few remaining structures from the former Fitzroy Gasworks, the issue of site remediation is acknowledged. If site remediation meant that this was not possible, its demolition could be supported due to its lack of integrity and intactness comparative to the Valve House. Support for demolition would be subject to retention and conservation of the Valve House, and the development of high quality interpretation of the Gasworks site as a whole.*

63. Development Victoria has stated that it intends to retain the Valve House as part of the redevelopment of the site and has commenced the process of making an application to Heritage Victoria to relocate the Porter Shed to another location.

Masterplan Design

64. The Master plan design outlines the principles upon which the proposed redevelopment has been developed. These principles should be included in the text of the DPO16.
65. Officers have reviewed the master plan and DPO16 and have identified the following changes to the DPO16 to ensure consistency with the master plan principles as well as Council's UDF.
66. The section detailing the Design Response should include a discussion about:
- (a) 'Character and Amenity':
    - (i) high quality built form outcomes that complements the valued built form character or, where appropriate, establish a cohesive new character; and
    - (ii) high standard of internal amenity including access, privacy, sunlight, daylight and outlook within the development and for future development of neighbouring properties;
  - (b) 'Public Realm and Streetscape':
    - (i) streetscape enhancements along all existing streets through footpath widening, additional tree planting, lighting and such;
    - (ii) street level interface treatments to provide high levels of pedestrian amenity and safety; and
    - (iii) inclusion of landscaping within and around the development.
67. An active street frontage providing accessible drop off points, visitor parking and day to day use does not contribute to making a street active as it is very car based principle/objective.
68. The ground floor and public space objectives should:
- (a) maintain the boulevard character of Alexandra Parade and Queens Parade;
  - (b) consider high quality architectural frontages with a sense of articulation, streetscape scale and rhythm that contributes to the significance of all street frontages, particularly Queens Parade and Alexandra Parade;
  - (c) provide opportunities for streetscape enhancement along all existing streets through footpath widening, additional tree planting, lighting and such; and
  - (d) maximise direct pedestrian entrance (including residential uses) from all street frontages.
69. Shadows:
- (a) ensure public open space has good solar amenity;
  - (b) open space with minimum land area of 0.1 ha should receive at least 5 hours of sunlight between 9am and 2pm on September 22 as per Open Space Strategy; and
  - (c) it appears that all residential gardens will be in shadow for winter.
70. The Council submission should advocate for these inclusions.
71. Overall, the discussion of character is too generic in the DPO16 and should give consideration to and reference the UDF guidelines which is Council's adopted strategy for this precinct.

## Traffic

72. The Transport Review undertaken by GTA Consultants (27 November 2017) is considered by officers to provide a high level overview rather than a detailed assessment of the access and infrastructure requirements to support the development. The document largely focuses on the changes to parking provision associated with the updated masterplan. There is a high level description of the proposed access arrangements and existing pedestrian and bicycle infrastructure in the area. The estimated traffic generated by the site is provided, although any potential impacts and mitigation works are not investigated in detail. Reference is made to a Traffic Impact Assessment and further traffic modelling to be undertaken at a later stage.
73. The principle of capitalising on the site location and access to trams, cycle routes and opportunities to walk to key destinations as a means to reducing the need to travel by car is supported. The key initiative put forward to achieve this is the proposed significant reduction in on-site parking. The 649 proposed on-site parking spaces for residential, retail and child care uses represents a shortfall of 1,315 spaces in comparison to the statutory requirement. It is noted that the 120 parking spaces to be provided for the sports court is considered by the consultant to meet the demand for parking.
74. The justification for the reduction in parking appears, on face value, to be reasonable, albeit speculative in nature. The provision of no visitor parking for the retail component of the development is likely to be a concern to the community and needs to be supported by a retail offering that supports sustainable transport options (i.e. not a supermarket). In addition, there would measures would be needed to ensure that there is no overspill of parking demand into neighbouring residential areas.
75. On face value, it would appear that there is likely to be a strong case that the proposed level of development can be accommodated from a traffic generation perspective, subject to possible mitigation works. However, this needs to be confirmed through rigorous analysis which has not been provided to date.
76. Whilst a reduction in on-site parking is supported by officers in principle, there is a requirement to provide infrastructure to safely connect the site to public transport and cycle routes and neighbouring residential areas and activity centres. This has only been partly addressed through the assessment and proposals put forward to date.
77. The recommendation to provide a DDA tram stop on the site frontage on Smith Street is supported, although there is a requirement that the tram upgrade is provided in conjunction with the development given the anticipated increase in demand for tram access particularly by school children. Measures such as car share, ride / taxi share and coach parking are also supported in principle, although these measures are unlikely to provide any significant contribution towards the vision of reduced reliance of car travel.

## Access from Smith Street

78. The proposed signalised access intersection on Smith Street allowing all movements is considered unnecessary and is not supported. An all movements intersection (whether signalised or not) will delay trams on Smith Street and will have a potentially high impact on tram reliability and the ability to further improve and upgrade this tram route in the future. Delaying trams is contrary to good network planning principles and does not align with any transport or planning policy including Clause 18 of the Yarra Planning Scheme which seeks that new development avoids detriment to, and where possible enhances, public transport routes both in the short and long term.
79. Furthermore, the potential delay to road vehicles on Smith Street also has the potential to increase through-traffic / rat running on neighbouring residential streets which is already an known issue in this area.
80. An all movements intersection also introduces a number of conflicting vehicle movements which is not considered to be a good safety outcome particularly as Smith Street will be the key pedestrian / public transport interface for the development.

81. Given that the Smith Street access largely only serves residential parking, it is considered that the access should be left-in / left-out only, particularly given that all the other access points are left in / left out and that there is a new internal through road between Alexandra Parade and Smith Street providing additional access opportunities.
82. Safe crossings to allow for all movements by pedestrians, cyclists and public transport users also should be provided.

#### Smith Street layout

83. The report contains some high level ideas for the new infrastructure on Smith Street, including potential widening at locations and provision of a dedicated tram reserve. The layout of Smith Street requires further consideration and an integrated approach to cater for all modes.
84. Proposals for Smith Street should be developed with the City of Yarra at the outset of the next stage of assessment. The street cross section should be designed to the satisfaction of the relevant authority.

#### Pedestrian and Bicycle Access

85. There is high level recognition in the report that there is an existing pedestrian and cycle network in the vicinity of the site and beyond, although the report is incorrect in places (i.e. there are no on-road bicycle lanes on Smith Street adjacent to the site and some other locations mentioned in the report).
86. There is no assessment of the required upgrades to pedestrian and cyclist infrastructure to connect the site to the broader transport network and key active transport routes such as Napier Street and Wellington Street. The site is surrounded by three arterial roads with evident safety issues which need to be resolved to ensure that pedestrians and cyclists can safely access the broader network.
87. Further assessment is required as part of the Development Plan process to identify the required pedestrian and cyclist infrastructure to support the site. Any safety related assessment needs to look beyond injury crash related data to identify barriers to pedestrian and cyclist movements and how this is to be mitigated.

#### Bicycle Parking

88. The report recommends that the statutory bicycle parking rates should be adopted at a minimum. The report does recognise that Council often desires higher provision of bicycle parking and expects that Council would seek in the order of 1 bicycle parking spaces per dwelling.
89. Given the significant reduction in parking and heavy reliance on non-car modes to cater for development related travel, the development should include 1 bicycle parking space per dwelling as a minimum and an assessment of bicycle ownership, mode share or using some other indicator to determine whether an even higher level of provision is required.
90. A similar assessment should be required for the other land uses, particularly where there is a reduction in parking supply in relation to statutory rates.

#### Traffic Impact Assessment

91. The report provides only a high level traffic impact assessment. The report recognises that there is a need for more rigorous analysis and modelling to determine impacts and required mitigation. This needs to be a requirement of the Development Plan process.
92. The traffic generation rates for the proposed residential and sport centre uses are supported. The traffic generation rates for the other uses requires further consideration and agreement with relevant authorities at the outset of the next stage of assessment. For example, the child care traffic generation rate appears to be only based on staff movements. However, pick-up and drop off bays for the childcare centre are recommended, and the traffic generated by this pick/drop off facility does not appear within the traffic generation predictions.

93. Furthermore, it needs to be demonstrated what measures are in place to facilitate the reduction in traffic generation for each land use outside of the non-provision of parking, as in-lieu of meaningful alternatives, there is a likelihood that the development visitors will park in nearby streets, which will be a concern to the community.
94. Given the heavy reliance on non-car travel, there also needs to be a people generation assessment to provide anticipated peak movement of all modes of transport to advise on required pedestrian and cyclist infrastructure. This assessment should be based on range of surveys of similar (or a collection of similar) developments in the area.

#### **External Consultation**

95. Development Victoria undertook a community engagement program Phase 1 in May/June 2016 and also in November 2017, which was Phase 2. Council considered the Phase 1 consultation at its meeting on 22 March 2016. Phases 1 and 2 are now complete.

#### **Internal Consultation (One Yarra)**

96. An internal project steering committee of senior officers has been established and meeting over the past three years.

#### **Financial Implications**

97. The community engagement strategy has been undertaken and managed by Development Victoria. However Council staff and Council resources have provided support as required. The redevelopment of the site would have financial implications for Council that will become clearer once the form of the development has been finalised.
98. Council will require external representation at the Advisory Committee hearing.

#### **Economic Implications**

99. The redevelopment of the site has the potential to create a number of employment opportunities.

#### **Sustainability Implications**

100. Any redevelopment of the site would need to conform to best practice in terms of building sustainability and sustainable transport.

#### **Social Implications**

101. Any redevelopment of the site would result in additional demand on Council's services. The development would need to make provision for this. The requirement to make provision for facilities (via a community needs analysis) should be built into the planning controls as part of a Planning Scheme amendment process once a preferred master-plan has been finalised (similar to the provisions of the AMCOR site). Transport, traffic, affordable housing and other amenity impacts should also be addressed at that stage.

#### **Human Rights Implications**

102. There are no known human rights implications.

#### **Communications with CALD Communities Implications**

103. Development Victoria have consulted with Council's Advocacy and Engagement staff to ensure culturally and linguistically diverse communities are engaged as part of the community engagement processes.

#### **Council Plan, Strategy and Policy Implications**

104. The Council Plan supports advocacy for a six court indoor sports stadium.

#### **Legal Implications**

105. A Heads of Agreement was signed and provided to Council on 22 March 2016. The matter of Responsible Authority status was addressed by the meeting on 5 April, 2016. See paragraph 21.
106. The proposed planning controls in Amendment C243 will be reviewed by Council's lawyers.

## Conclusion

107. If the Amendment proceeds as exhibited and the Minister becomes the Responsible Authority, the GLASC process will be the only opportunity for Council to influence the planning controls for the site. Once the DPO16 and MUZ are approved Council will have no direct role in approving the Development Plan or issuing permits.
108. From the discussion above, there are a number of changes to the exhibited DPO16 required to ensure the development of the site meets Council's expectations.
109. In summary, the recommended changes to the DPO16 are:
  - (a) a requirement in the Development Plan to detail the infrastructure to safely connect the site to public transport and cycle routes, neighbouring residential areas and activity centres;
  - (b) ensuring access and egress to Smith Street is only left turn in and left turn out;
  - (c) a requirement that any proposals for Smith Street should be developed in consultation with the City of Yarra;
  - (d) identification in the Development Plan of the required pedestrian and cycling infrastructure to support the users of the site;
  - (e) a requirement for the provision of one bicycle space per dwelling;
  - (f) a requirement for a detailed traffic impact analysis and associated modelling and traffic reduction measures;
  - (g) detailed changes to the text in the DPO16 as contained in Attachment 1 which includes:
    - (i) additions to the general requirements for the Development Plan;
    - (ii) alterations to the Construction Management Plan requirements;
    - (iii) objectives for the design guidelines;
    - (iv) alterations to the Heritage Assessment and Landscape and Public Realm Concept Plan provisions;
    - (v) alterations to the Traffic Management Plan including detailed requirements for a Traffic Management Plan; and
    - (vi) detailed requirements for Environmentally Sustainable Design.
110. Council on 5 April 2016 resolved to support, in principle, the Minister for Planning becoming the Responsible Authority for the site subject to the full funding of the depot relocation and the six court indoor stadium (refer to paragraph 20 above). In addition Council wished to be satisfied with the master plan and the heritage and tree studies.
111. Council was briefed on the heritage and tree studies on 19 December 2016 and 14 August 2017.
112. Development Victoria briefed Council on the masterplan on 4 December 2017.
113. The funding of the indoor sports stadium remains unresolved. However, officers are in discussions with Development Victoria and other agencies such as Sport and Recreation Victoria on this matter.
114. The funding of the depot relocation and the construction of a fully functioning replacement depot has been the subject of ongoing conversations with Development Victoria. The agreed costings of a functional layout and development of a relocated depot on a Council site is now finalised in discussions with Development Victoria. However, the actual funding is subject to State Government approval which is not expected until at least July 2018.
115. The proposed Mixed Use Zone (MUZ) is one of the zones referenced in the Council adopted UDF as appropriate for the site and would appear to be appropriate to facilitate the redevelopment of the site.

116. Officers require a Council resolution to prepare and advocate the submission to the Advisory Committee Hearing in April. The recommendations for that advocacy are the points made in this report.

## RECOMMENDATION

1. That Council:

- (a) note this report on 433 Smith Street, Fitzroy North regarding Amendment C243 currently on exhibition;
- (b) resolve to make a submission to the Government Land Standing Advisory Committee on Amendment C243; and
- (c) supports the proposed Development Plan Overlay Schedule 16 for the site subject to addressing the following matters as contained in Attachment 1:
  - (i) provision of infrastructure to safely connect the site to public transport and cycle routes, neighbouring residential areas and activity centres;
  - (ii) provision of only left turn in and left turn out on Smith Street;
  - (iii) any proposals for Smith Street should be developed in consultation with the City of Yarra and other relevant agencies;
  - (iv) identification of the required pedestrian and cycling infrastructure to support the users of the site;
  - (v) the provision of one bicycle space per dwelling;
  - (vi) provision of a detailed traffic impact analysis and associated modelling and traffic reduction measures;
  - (vii) detailed changes to the text in the DPO16 as contained in Attachment 1 which includes:
    - a. additions to the General Requirements for the Development Plan;
    - b. alterations to the Construction Management Plan requirements;
    - c. objectives for the Design Guidelines;
    - d. alterations to the Heritage Assessment and Landscape and Public Realm Concept Plan provisions;
    - e. alterations to the Traffic Management Plan provisions to include detailed requirements for a Traffic Management Plan; and
    - f. detailed requirements for Environmentally Sustainable Design.

2. Further that Council:

- (a) support the application of the Mixed Use Zone to the former Gas and Fuel land and the Public Use Zone Schedule 2 (Education) to the depot site and the Environmental Audit Overlay to the entire site; and
- (b) authorise the Chief Executive Officer to instruct Council's legal team to advocate the necessary changes to the Draft Development Plan Overlay Schedule 16 and any other minor changes as appropriate.

3. That Council:

- (a) note that the Planning Scheme Amendment on exhibition also proposes the Minister for Planning to be the Responsible Authority for the overall site;
- (b) note its previous resolution of 5 April, 2016 stating that Council:

*resolve in principle, to invite the Minister for Planning to be the Responsible Authority for the site subject to:*

- (i) the development and approval of the business case by the Department of Treasury and Finance to fully fund both the relocation of the Fitzroy Depot and the construction of a six court indoor sports stadium;*
- (ii) Council being satisfied with:*
  - a. the intent of the draft masterplan as reflecting the key principles of the Council's adopted Urban Design Framework for the site and the adequacy of the heritage study and tree study.*
- (c) note that it has not yet received the business case for the construction of the six court indoor sports stadium, and at present, has some concerns with the proposed planning scheme provisions; and
- (d) that in this regard, maintains its position at the present time that Yarra City Council should remain the Responsible Authority until such time as it is satisfied with the Planning Scheme provisions inserted into the Yarra Planning Scheme and also has increased certainty regarding the full compliance of the proposal against the objectives and provisions of the Council adopted Fitzroy North Gasworks Precinct Urban Design Framework 2008.

**CONTACT OFFICER: Michael Ballock**  
**TITLE: Executive Planner Strategic Projects**  
**TEL: 9205 5669**

#### **Attachments**

There are no attachments for this report.



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**11.3 2017/18 Mid-Year Report**

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## **Executive Summary**

### **Purpose**

To provide Councillors with the 2017/18 Mid-Year Report incorporating the December Financial Report, December Annual Plan Quarterly Progress Report and progress on 2017/18 Budget Resolution implementation.

### **Key Issues**

Council's 2017/18 financial position as at 31 December 2017 is on track.

2017/18 Annual Plan action progress at the end of December 2017 is 78% (53 of 68) actions that were due to commence either On Track or Complete.

### **Financial Implications**

There are no financial implications.

### **PROPOSAL**

Officers are proposing to formally change the timelines for four actions in the 2017/18 Annual Plan.

Officers are proposing the date for achievement of the liquidity ratio and other financial measures in the 2017/18 Budget Resolution be amended to 30 June 2021 (from 30 June 2020) in line with the Council Plan 2017-21 and the intent of the resolution to achieve this over 4 years.

### 11.3 2017/18 Mid-Year Report

Trim Record Number: D18/43688

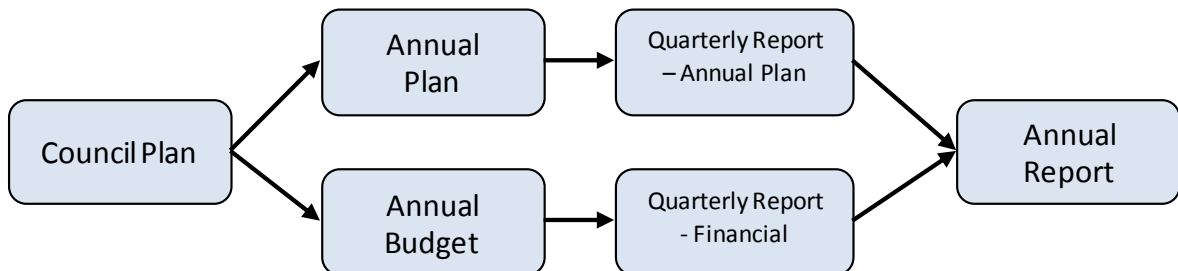
Responsible Officer: Director Corporate, Business and Finance

#### Purpose

1. To provide Councillors with the 2017/18 Mid-Year Report incorporating the December Financial Report, December Annual Plan Quarterly Progress Report and progress on 2017/18 Budget Resolution implementation.

#### Background

2. In adopting the 2017/18 Budget, Council resolved to receive a Mid Term Review Report of the 2017/18 Budget incorporating a number of elements as identified in the resolution. The Council resolution is provided as Attachment 1.
3. The Mid-Year Report incorporates December quarterly updates and reviews of the 2017/18 Budget, Budget Resolution and Annual Plan.
4. This year, 2017/18, represents the first year of the 4-year *Council Plan 2017-21*, adopted by Council on 1 August 2017.
5. The 2017/18 Annual Plan was endorsed by Council on 19 September 2017 and details the organisation's annual response to Initiatives contained in the 4-year Council Plan.
6. The 2017/18 Budget was adopted by Council on 1 August 2017.
7. The Budget and Annual Plan (including quarterly progress reports) are Council's key accountability documents to the community.



#### 2017/18 Financial Report (Attachment 2)

8. As at 31 December 2017 Council is favourable to YTD Budget by \$6.7m. This result is due to:
  - (a) Higher YTD parking infringements issued (offset by lower parking meter revenue) - \$1.3m;
  - (b) Higher YTD user fees received, which is mostly in planning fees - \$2m;
  - (c) Higher YTD operating grants received, mainly for Aged & Disability Services - \$670k;
  - (d) Higher YTD monetary contributions, which is for developer contributions received early on in the financial year - \$831k;
  - (e) Higher YTD other income of \$596k, which is mostly due to the sale of a right of way;
  - (f) Lower YTD employee expenditure, mainly due to Enterprise Agreement discussions continuing and therefore no increase to salaries and wages have been applied during 2017/18 - \$180k; and
  - (g) Lower YTD materials and services, mostly attributable to savings in Council's insurance premiums, as well as YTD savings in utilities - \$2m.

9. These favourable outcomes are offset by:
  - (a) Higher YTD bad debts, which is due to the increased parking infringements issued - \$454k; and
  - (b) Higher YTD depreciation, due to higher than anticipated capitalisation of assets from 2016/17 - \$353k.
10. As at 31 December 2017, from a forecast year end position, Council is anticipating to be favourable to Budget by just over \$500k. This result is due to:
  - (a) user fees are expected to be higher than budget by \$1.9m;
  - (b) reimbursements are anticipated to be higher than budget by \$150k;
  - (c) monetary contributions are expected to be higher than budget by \$260k; and
  - (d) other income is expected to be higher than budget by \$576k.
11. These favourable outcomes are anticipated to be offset by:
  - (a) parking fees and fines forecast to be lower than budget by \$450k due to lower than expected parking meter fees;
  - (b) operating grants are forecast to be lower by \$957k due to the Victorian Grants Commission grant which was received early in 2016/17;
  - (c) employee costs are forecast to be higher by approximately \$200k due to staff exit strategy;
  - (d) materials and services are expected to be just under \$400k higher than budget due to legal fees; and
  - (e) Depreciation is anticipated to be higher than budget by approximately \$400k (this is a non-cash item).
12. As at 31 December 2017 Council's capital works program is favourable to YTD Budget by \$6.3m. This result is mainly due to the timing of payment of invoices. Some small savings are expected to result from the Buildings and Roads programs, with a forecast year end result of approximately \$500k.
13. Council's cash position is anticipated to meet budget.

### **2017/18 Annual Plan Quarterly Progress Report – December (Attachment 3)**

14. The 2017/18 Annual Plan contains 70 actions spread across the Council Plan's Strategic Objectives. It is achievable, delivers on Council's priorities and reflects the organisation's focus on delivering the Council Plan's Initiatives in 2017/18.
15. There are 49 Strategies in the *Council Plan 2017-21*, with 99 associated Initiatives. Not all of these have a corresponding action in the *2017/18 Annual Plan*. The Council Plan is a four-year document and Initiatives will commence across a range of years. A number of Initiatives are predominantly operational in nature and will be reported on through the 'Other Council Plan Initiatives' section of the Annual Plan Quarterly Progress Report six monthly in the December and June reports.
16. 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.
17. Officers or Councillors may propose changes to the Annual Plan.
18. Officers are proposing changes to four actions as a result of the mid-year review. These are detailed below in Paragraph 26.

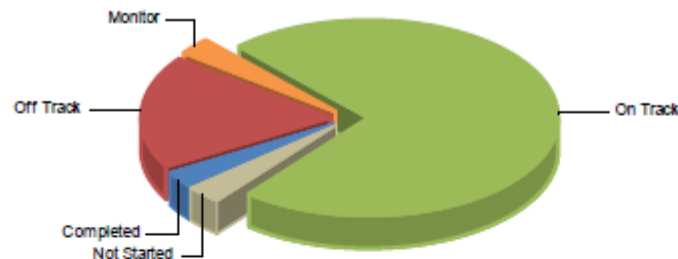
#### Quarterly performance

19. 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.

20. The following thresholds are used to determine the status of an action:

- (a) On track  $\geq 90\%$
- (b) Monitor 75-89%
- (c) Off track  $< 75\%$

21. Annual Plan Action progress summary as at 31 December 2017:



Strategic Objective	No. of Actions Reported	Complete	On track ( $\geq 90\%$ )	Monitor (75-90%)	Off track ( $< 75\%$ )	Not Started
A healthy Yarra	10	0	5	1	3	1
An inclusive Yarra	9	0	5	0	4	0
A sustainable Yarra	6	0	5	0	1	0
A liveable Yarra	13	0	8	1	3	1
A prosperous Yarra	11	0	10	0	1	0
A connected Yarra	12	1	10	0	1	0
A leading Yarra	9	1	8	0	0	0
	70 (100%)	2 (2.86%)	51 (72.86%)	2 (2.86%)	13 (18.57%)	2 (2.86%)

- 22. Annual targets set a requirement for 75% of Annual Plan actions to be Complete or On Track ( $> 90\%$ ) by 30 June each year.
- 23. At the end of December 78% or 53 of 68 actions that were due to commence, On Track or Complete.
- 24. The following actions are recorded as Not Started, Off Track or Monitor 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.

Not Started

1.07 Develop Leisure Centres Master Plan

4.05 Review Heritage Strategy

Monitor

1.03 Deliver Public Realm safety improvements to the Lennox and Victoria Street intersections.

4.08 Re-write Yarra Planning Scheme

Off track

1.04 Work with the community to address alcohol-related harm for young people

1.06 Develop new Open Space Strategy

1.08 Develop Yarra Homelessness Strategy

2.01 Develop a Volunteer Strategy

2.02 Develop Human Rights Charter

- 2.03 Stolen Generations Marker project
- 2.06 Develop LGBTIQ Strategy
- 3.01 Develop Biodiversity Strategy
- 4.03 Negotiate Joint Use Agreements with Richmond High School
- 4.04 Implement Heritage Strategy 2015-18
- 4.13 Understanding Planning in Yarra
- 5.07 Address shop vacancies
- 6.07 Advocate for electric bus trial

2017/18 Annual Plan Actions proposed changes

25. Following a review of the *2017/18 Annual Plan*, officers are proposing to change the timelines of the following four actions.
- (a) 1.08 Develop Yarra Homelessness Strategy:
    - (i) Milestone *Discuss and investigate other local government Homelessness Strategies* move start date from September 2017 to June 2018;
    - (ii) Milestones *Commence consultation with stakeholders*, *Complete consultation with stakeholders*, and *Complete Draft Homelessness Strategy* will be referred to development of the 2018/19 Annual Plan;
  - (b) 2.01 Develop a Volunteer Strategy:
    - (i) Milestone *Investigate other local government Volunteer Strategies* move start date from September 2017 to June 2018;
    - (ii) Milestones *Commence consultation with stakeholders*, *Complete consultation with stakeholders* and *Complete Draft Volunteer Strategy* will be referred to development of the 2018/19 Annual Plan;
  - (c) 2.02 Develop Human Rights Charter:
    - (i) Milestone *Discuss and investigate other local government Human Rights Charters* move start date from September 2017 to December 2017;
    - (ii) Milestone *Commence consultation with stakeholders* move start date from December 2017 to June 2018;
    - (iii) Milestones *Complete consultation with stakeholders* and *Complete Draft Human Rights Charter* will be referred to development of the 2018/19 Annual Plan;
  - (d) 2.06 Develop LGBTIQ Strategy:
    - (i) Milestone *Discuss and investigate other local government LGBTIQ Strategies* move start date from September 2017 to December 2017;
    - (ii) Milestone *Commence consultation with stakeholders* move start date from December 2017 to June 2018; and
    - (iii) Milestones *Complete consultation with stakeholders* and *Complete Draft LGBTIQ Strategy* will be referred to development of the 2018/19 Annual Plan.
26. The *2017/18 Annual Plan* will be amended to reflect any changes endorsed by Council.
- 2017/18 Budget Resolution Progress Report (Attachment 4)**
27. Councillors are referred to Attachment 4 for an update of 2017/18 Budget Resolution items including presentation of the Mid-Year Report to Councillors at this meeting on 20 March 2018.

28. Officers have identified an inconsistency with the nominated target date by which financial parameters are to be achieved. The resolution states “*that Council resolves to articulate the following financial parameters for the 2017/18 budget and term of its new 4-year Council Plan to be achieved by 30 June 2020...*” However, the new Council Plan concludes on 30 June 2021. Officers are proposing that the target date for achievement of financial targets be amended in the resolution in line with the term of the Council Plan 2017-21.

### **External Consultation**

29. Significant community engagement and consultation was undertaken during the development of the *2017/18 Budget and Council Plan 2017-21*. The *2017/18 Annual Plan* reflects the community priorities identified during this process, included in the *Council Plan 2017-21* initiatives.
30. Members of the community will have the opportunity to comment on the Mid-Year Report when it is presented to Council on 20 March 2018.
31. Projects contained in the *2017/18 Annual Plan* are subject to external consultation and engagement on a case-by-case basis.

### **Internal Consultation (One Yarra)**

32. Managers and Directors were consulted during development of the *2017/18 Budget and 2017/18 Annual Plan*, and are responsible for providing quarterly updates on their progress against delivery of these actions and actions they are responsible for in the *2017/18 Budget Resolution*.

### **Financial Implications**

33. Actions in the *2017/18 Annual Plan* are resourced within the *2017/18 Budget*.
34. The objective of the implementation of specific actions in the *2017/18 Budget Resolution* is to achieve financial savings this year and into the future. These will be detailed in progress reports and/or separate reports to Council as required.

### **Economic Implications**

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

### **Sustainability Implications**

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

### **Social Implications**

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

### **Human Rights Implications**

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

### **Communications with CALD Communities Implications**

39. CALD groups were specifically targeted as part of the engagement plan for the *2017/18 Budget and Council Plan 2017-21* and were represented in a group workshop which included Council's advisory groups.
40. 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**

41. The *2017/18 Annual Plan* represents Year 1 of the *Council Plan 2017-21* adopted on 1 August 2017.
42. There are no Council Plan, Strategy or Policy implications of this report, however, implementation of specific actions in the *2017/18 Budget Resolution* may result in plan, strategy or policy changes. These will be detailed in separate reports to Council as required.

### **Legal Implications**

43. There are no legal implications.

### **Other Issues**

44. There are no other issues.

### **Options**

45. This report does not include any options.

### **Conclusion**

46. The Mid-Year Report demonstrates Council's progress toward achieving the *2017/18 Budget, 2017/18 Annual Plan* and *2017/18 Budget Resolution*.

### **RECOMMENDATION**

1. That Council note the 2017/18 Mid-Year Report.
2. That the achievement date of financial targets identified in the 2017/18 Budget Resolution be amended from 30 June 2020 to 30 June 2021, in line with the term of the *Council Plan 2017-21*.
3. That Council endorse the following changes to the 2018/19 Annual Plan:
  - (a) 1.08 Develop Yarra Homelessness Strategy:
    - (i) Milestone *Discuss and investigate other local government Homelessness Strategies* move start date from September 2017 to June 2018;
    - (ii) Milestones *Commence consultation with stakeholders, Complete consultation with stakeholders*, and *Complete Draft Homelessness Strategy* refer to development of the 2018/19 Annual Plan;
  - (b) 2.01 Develop a Volunteer Strategy:
    - (i) Milestone *Investigate other local government Volunteer Strategies* move start date from September 2017 to June 2018;
    - (ii) Milestones *Commence consultation with stakeholders, Complete consultation with stakeholders* and *Complete Draft Volunteer Strategy* refer to development of the 2018/19 Annual Plan;
  - (c) 2.02 Develop Human Rights Charter:
    - (i) Milestone *Discuss and investigate other local government Human Rights Charters* move start date from September 2017 to December 2017;
    - (ii) Milestone *Commence consultation with stakeholders* move start date from December 2017 to June 2018;
    - (iii) Milestones *Complete consultation with stakeholders* and *Complete Draft Human Rights Charter* refer to development of the 2018/19 Annual Plan;
  - (d) 2.06 Develop LGBTIQ Strategy:
    - (i) Milestone *Discuss and investigate other local government LGBTIQ Strategies* move start date from September 2017 to December 2017;

- (ii) Milestone *Commence consultation with stakeholders* move start date from December 2017 to June 2018; and
- (iii) Milestones *Complete consultation with stakeholders* and *Complete Draft LGBTIQ Strategy* refer to development of the 2018/19 Annual Plan.

**CONTACT OFFICER:** Julie Wyndham  
**TITLE:** Manager Corporate Performance  
**TEL:** 9205 5090

**Attachments**

- 1** Council Resolution 1 August 2017
- 2** December 2017 Council Finance Report
- 3** December 2017 Annual Plan Progress Report
- 4** 2017/18 Budget Resolution Implementation - February Progress Report



## Attachment 1 - Council Resolution 1 August 2017

1 August 2017

### 11.2 – COUNCIL RESOLUTION

**Moved:** Councillor Fristacky

**Seconded:** Councillor Coleman

1. That Council notes:
  - (a) that Council's Budget and Long Term Financial Strategy (LTFS) is under pressure due to population increases, capital and asset renewal needs, the State Government Rate Cap, debt management requirements, and increasing costs of providing services within the constraints of shrinking grants and financial assistance;
  - (b) its primary responsibility to delivering good quality services and programmes to the community and to do so within an environmentally and financially sustainable way with an emphasis on social equity;
  - (c) the need to review expenditure or raise additional revenue over this Council term;
  - (d) that with low working capital, Council will be limited in its ability to respond to emerging community priorities, financial shocks or pressures;
  - (e) the many submissions on Council's proposed Budget and LTFS from Yarra residents, ratepayers and citizens focused on these elements; and
  - (f) its responsibilities under Section 3D and Section 136 of the Local Government Act 1989, to provide sound governance and financial management.
2. That Council resolves:
  - (a) to articulate the following financial parameters for the 2017/18 budget and term of its new 4-year Council Plan, to be achieved by 30 June 2020, to improve Council's overall financial position;
    - (i) continue to achieve improved operating efficiencies through measures including:
      - a. reviewing management staffing levels and corporate structures;
      - b. further shared services and joint procurement;
      - c. reducing the use and cost of external consultants including legal services;

with reporting to Council as part of the mid-term review in 2(a)(ix);
    - (ii) implementing more effective debtor management strategies with actions reported on quarterly;
    - (iii) complete the delivery of a comprehensive property management strategy with targets to increase revenue from more effective use of assets, and prudent management of assets surplus to Council's requirements;
    - (iv) that as part of the mid-term review in 2(a)(ix), Council receive a report, on how cash flow can be improved by setting a working capital ratio target over the next 4 years of 1.4 to be achieved by 30 June 2020;
    - (v) continue advocacy to increase Council's external grants for 2017/18 and subsequent years;
    - (vi) increase the quality of communication with regards to open space contributions, by reporting quarterly on contribution income, expenditure and the running balance (through the quarterly financial reports);
    - (vii) complete the review of Council's fleet with the aim of reducing passenger fleet reliance;
    - (viii) that progress against the above parameters be reported in quarterly financial reports during this Council's 4-year term;
    - (ix) that the Chief Executive Officer implement a rigorous review of the 2017/18 budget and that Council receive a comprehensive mid-term review by the first Council meeting of 2018;

## Attachment 1 - Council Resolution 1 August 2017

- (b) to implement:
  - (i) the approach to the planning of capital works, including renewals and maintenance, be communicated more effectively to the Yarra community;
  - (ii) the production of a supplementary plain language budget document that makes the budget more meaningful and accessible to the Community;
  - (iii) that considering Council's financial position and the need to review expenditure and/or find additional revenue, and further, considering impacts of changes in expenditure on the provision of services to the community:
    - a Council call for a report outlining a proposed participatory/deliberative process to engage a representative sample of the Yarra population in the development of a Services Policy; this process may take the form of a panel, a citizen's jury or some other form;
    - b that this Services Policy will **guide** the types of services and service levels Yarra will continue to provide within expected resources; and
    - c that the report to Council should include the costs and way to achieve a proposed participative/deliberative process for a Services Policy in 2017/18.
- 3. That Council:
  - (a) having received and considered all submissions under Section 223 of the Local Government Act 1989 (the Act), resolves to incorporate the following amendments to the 2017/18 Budget:
    - (i) funding Local Area Traffic Management/Placemaking initiatives through a \$2M Local Area Place Making (LAPM) program (\$1M funding from VicRoads) to be delivered over the next 3 years, with \$200,000 funding from VicRoads for 2017/18 to support delivery of outstanding works in Gold Precinct Collingwood (LAPM 10), and undertaking LAPM studies for Scotchmer Precinct North Fitzroy (LAPM 3), Abbotsford Precinct (LAPM 13) and Bendigo Precinct Richmond LAPM 19);
    - (ii) an amount of \$144,000 for intersection up-grades at Nicholson/Harper Street, Abbotsford, and Shelley/Elizabeth Street, Richmond as part of the 2017/18 Capital Works Program, funded by VicRoads Black Spot funding;
    - (iii) the Chief Executive Officer to establish dedicated in-house Heritage Advice from existing internal staffing resources on a 12-month trial;
    - (iv) that as part of the mid-term review in 2(a)(ix), Council receive a report on options for deferring/reducing expenditure in areas that may include the following:
      - a. IT infrastructure, including but not limited to PC/laptop replacement, asset management system, mobile devices;
      - b. Passenger car renewal;
      - c. Expenditure on building assets and Council owned premises;
 and that the report include the impact of any such measures on services to the community.
  - (b) adopts the alternate 2017/18 Proposed Budget (excluding the waste service charge and including the above amendments) as the Annual Budget of Council for the 2017/18 financial year;
  - (c) adopts the alternate 2017/18 - 2026/2027 LTFS (excluding the waste service charge) as the LTFS for 2017/18;
  - (d) makes copies of the 2017/18 adopted Budget & LTFS available at Council offices, libraries and on Council's website;
  - (e) authorises the Chief Executive Officer to give public notice of the decision to adopt the Annual Budget and submit a copy to the Minister for Local Government, in accordance with Section 130 of the Act;

## Attachment 1 - Council Resolution 1 August 2017

- (f) notifies in writing the persons who have made a submission regarding the 2017/18 Proposed Budget and LTFS of Council's decision, in accordance with Section 223 of the Act, which will include a response to the issues raised in the submission;
- (g) declares rates and charges as per pages 57-59 of the budget document, in summary, an amount of \$105,398,000.00 (or such greater amount as is lawfully levied as a consequence of this resolution) as the amount which Council intends to raise by General Rates and other charges, which is calculated as follows:
  - (i) General Rates \$ 104,058,000.00
  - (ii) Special Rates Schemes \$ 240,000.00
  - (iii) Supplementary Rates \$ 1,100,000.00
  - (iv) Total Rates and Charges \$ 105,398,000.00
- (h) advises in respect to General Rates:
  - (i) a general rate be declared in respect of and for the entire duration of the 2017/18 financial year;
  - (ii) it further be declared that the general rate be raised by application of a uniform rate;
  - (iii) a percentage of 0.04091118 be specified as the percentage of the uniform rate which may be alternatively expressed as \$0.04091118 cents in the NAV dollar;
  - (iv) it be confirmed that no amount is fixed as the minimum amount payable by way of a general rate in respect of each rateable property within the municipality; and
  - (v) the Council funded Pensioner Rate Rebate be declared at \$178.50 for 2017/18;
- (i) declares no Annual Service Charge in respect of the 2017/18 financial year;
- (j) declares no Municipal Charge in respect of the 2017/18 financial year; and
- (k) authorises the Chief Executive Officer to effect minor administrative and wording changes to the 2017/18 Budget & LTFS documents, which may be required.

**Attachment 2 - December 2017 Council Finance Report**



**Council Meeting**

**Year to Date Finance Report**

**for the period ended 31 December 2017**

## Attachment 2 - December 2017 Council Finance Report

YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 Dashboard									
Income Statement	Full Year Adopted Budget	Full year Adjusted Budget	YTD Adjusted Budget	YTD Actuals	YTD Variance Fav/(Unfav)	YTD Variance Fav/(Unfav)	Full year forecast	Variance to Full Year Adjusted Budget Fav/(Unfav)	Forecast variance Fav/(Unfav)
	\$'000	\$'000	\$'000	\$'000	\$'000	%	\$'000	\$'000	%
<b>Revenue from ordinary activities</b>									
Rates and charges	105,158	105,158	104,118	104,115	(3)	0.0%	105,158	-	0.0%
Statutory fees and fines	28,534	28,534	13,950	15,234	1,284	9.2%	28,084	(450)	-1.6%
User Fees	27,064	27,064	14,182	16,229	2,047	14.4%	28,971	1,908	7.0%
Reimbursements	1,640	1,640	937	832	(109)	-11.2%	1,798	158	9.6%
Grants - Operating	12,023	12,023	5,933	6,603	670	11.3%	11,066	(957)	-8.0%
Grants - Capital	1,195	1,195	20	20	-	0.0%	1,195	-	0.0%
Contributions - monetary	4,300	4,300	2,122	2,953	831	39.2%	4,559	259	6.0%
Net gain/(loss) on disposal	300	300	123	115	(8)	-6.5%	300	-	0.0%
Other Income	1,207	1,207	607	1,203	596	98.2%	1,783	576	47.7%
<b>Total Revenue</b>	<b>181,421</b>	<b>181,421</b>	<b>141,992</b>	<b>147,364</b>	<b>5,312</b>	<b>3.7%</b>	<b>182,914</b>	<b>1,492</b>	<b>0.8%</b>
<b>Expenses from ordinary activities</b>									
Employee Costs	80,639	80,895	40,679	40,491	188	0.5%	81,113	(218)	-0.3%
Materials and services	67,085	67,335	30,661	28,627	2,034	6.6%	67,713	(378)	-0.6%
Bad and doubtful debts	2,010	2,010	812	1,266	(454)	-55.9%	2,010	-	0.0%
Depreciation & Amortisation	20,664	20,664	10,332	10,685	(353)	-3.4%	21,077	(413)	-2.0%
Borrowing costs	2,139	2,139	1,070	1,017	53	5.0%	2,100	39	1.8%
<b>Total Expenses</b>	<b>172,537</b>	<b>173,043</b>	<b>83,554</b>	<b>82,086</b>	<b>1,468</b>	<b>1.8%</b>	<b>174,013</b>	<b>(970)</b>	<b>-0.6%</b>
<b>Net Result</b>	<b>8,884</b>	<b>8,378</b>	<b>58,438</b>	<b>65,218</b>	<b>6,780</b>	<b>11.6%</b>	<b>8,901</b>	<b>522</b>	<b>6.2%</b>

Cash Position	Full year Budget Target	Current period Result	Forecast result
Liquidity Ratio	1.07	3.96	1.07
VAGO Ranges for Liquidity	Low Risk > 0	Medium Risk -0.1 - 0	High Risk < -0.1
Greater detail is included in the VAGO Indicators section on page 14			

EFT	Full year Budget	Current period Result	Forecast result
Establishment	839	839.29	839
Vacant positions (included in above)		101.95	
Greater detail is included in the EFT section on page 11			

Transfers to/from the Open Space Reserve	Balance as at 30/06/2017	Current period balance	Movement	Comments
	\$'000	\$'000	\$'000	
Open Space Reserve	482	1,678	1,196	Council has received \$2.46m to date, and a number of transfers for open space projects have been actioned in December.
Greater detail is included in the Open Space Reserves section on page 12				

Borrowings	Balance as at 30/06/2017	Current period balance	Movement	Comments
	\$m	\$m	\$m	
Total Borrowings	48.0	45.44	0.559	Principal repayment of \$0.559m YTD
Greater detail is included in the Borrowings section on page 13				

Debtors	Balance as at 30/06/17	Current period balance	Movement	Comments
	\$'000	\$'000	\$'000	
Total Debtors	14,196	69,404	55,208	Rates debtors have increased due to raising of the 2017-18 rates notices in August 2017
Greater detail is included in the Debtors section on page 10				

Income Statement by Division	Full Year Adopted Budget	Full year Adjusted Budget	YTD Adjusted Budget	YTD Actuals	YTD Variance Fav/(Unfav)	YTD Variance Fav/(Unfav)	Full year forecast	Variance to Full Year Adjusted Budget Fav/(Unfav)	Forecast variance Fav/(Unfav)
Chief Executive Revenue	1,503	1,503	752	1,077	325	43.2%	1,825	322	21.4%
Chief Executive Expense	11,061	12,139	6,167	6,078	89	1.4%	12,192	(53)	-0.4%
<b>Net (Exp)/Rev</b>	<b>(9,558)</b>	<b>(10,636)</b>	<b>(5,415)</b>	<b>(5,001)</b>	<b>414</b>	<b>7.6%</b>	<b>(10,367)</b>	<b>269</b>	<b>2.5%</b>
Corporate, Business and Finance Revenue	140,070	140,070	121,212	123,309	2,097	1.7%	139,041	(1,029)	-0.7%
Corporate, Business and Finance Expense	60,390	66,609	27,246	28,530	(1,284)	-4.7%	57,241	(333)	-0.8%
<b>Net (Exp)/Rev</b>	<b>79,680</b>	<b>83,262</b>	<b>93,966</b>	<b>94,779</b>	<b>813</b>	<b>0.9%</b>	<b>81,800</b>	<b>(1,462)</b>	<b>-1.8%</b>
Planning and Place Making Revenue	6,500	6,500	3,098	4,968	1,870	60.4%	7,299	798	12.3%
Planning and Place Making Expense	20,673	23,014	10,544	9,681	863	8.2%	23,070	(50)	-0.2%
<b>Net (Exp)/Rev</b>	<b>(14,173)</b>	<b>(16,514)</b>	<b>(7,446)</b>	<b>(4,713)</b>	<b>2,733</b>	<b>36.7%</b>	<b>(15,771)</b>	<b>743</b>	<b>4.5%</b>
Community Wellbeing Revenue	24,718	24,718	12,812	13,502	690	5.4%	25,030	312	1.3%
Community Wellbeing Expense	43,270	43,704	21,462	20,632	830	3.9%	44,184	(480)	-1.1%
<b>Net (Exp)/Rev</b>	<b>(18,552)</b>	<b>(18,986)</b>	<b>(8,650)</b>	<b>(7,130)</b>	<b>1,520</b>	<b>17.6%</b>	<b>(19,154)</b>	<b>(168)</b>	<b>-0.9%</b>
City Works and Assets Revenue	8,630	8,630	4,119	4,449	330	8.0%	9,719	1,089	12.8%
City Works and Assets Expense	37,142	37,377	18,136	17,166	970	5.3%	37,326	51	0.1%
<b>Net (Exp)/Rev</b>	<b>(28,512)</b>	<b>(28,747)</b>	<b>(14,017)</b>	<b>(12,717)</b>	<b>1,300</b>	<b>9.3%</b>	<b>(27,607)</b>	<b>1,140</b>	<b>4.0%</b>
<b>Total Net (Exp)/Rev</b>	<b>8,884</b>	<b>8,378</b>	<b>58,438</b>	<b>65,218</b>	<b>6,780</b>	<b>11.6%</b>	<b>8,901</b>	<b>522</b>	<b>6.2%</b>

Legend:

- Variance of more than 50,000 or 5% favourable
- Variance of more than 50,000 or 5% unfavourable
- No highlight indicates that the item is within tolerance

Note: The adopted budget result of \$8.884m has been adjusted for operational new initiatives of \$506k which were in the capital program. The capital program adjusted budget has reduced by the same amount.

## Attachment 2 - December 2017 Council Finance Report

YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 Income Statement by Revenue and Expenditure with Variance Commentary										
Income Statement	Full Year Adopted Budget	Full Year Adjusted Budget	YTD Adjusted Budget	YTD Actuals	YTD Variance Fav(Unfav)	YTD Variance Fav(Unfav)	Full year forecast	Variance to Full Year Adjusted Budget Fav(Unfav)	Forecast variance Fav(Unfav)	Variance Comments (including variance comments for adjusted budget changes)
	\$'000	\$'000	\$'000	\$'000	\$'000	%	\$'000	\$'000	%	
Revenue from ordinary activities										
Rates and charges	105,158	105,158	104,118	104,115	(3)	0.0%	105,158	-	0.0%	Higher than budgeted Parking Infringement notices being issued. Forecast variance due to lower than anticipated parking meter fees, offset by the increase in infringements issued.
Statutory fees and fines	28,534	28,534	13,950	15,234	1,284	9.2%	28,084	(450)	-1.6%	Increased revenue received for town planning fees, credit card surcharge, pre-school fees, leisure centre membership fees, footpath advertising permit fees and commercial area occupation permits. The forecast for some of these items has been adjusted to reflect additional receipts. The remainder will be reviewed in future months.
User Fees	27,064	27,064	14,182	16,229	2,047	14.4%	28,971	1,906	6.6%	
Reimbursements	1,640	1,640	937	832	(105)	-11.2%	1,798	158	8.8%	Reimbursements are behind mainly due lower than expected construction reinstatements and legal costs reimbursements, offset by the receipt of funds for planning support of the AMCOR project. The forecast has been adjusted to reflect the AMCOR project funds which were not budgeted.
Grants - Operating	12,023	12,023	5,333	6,603	670	11.3%	11,066	(957)	-8.6%	Due to the receipt of operating grants for Aged & Disability Services ahead of expectation. Forecast variance due to early payment of Victorian Grants Commission funds in June 2017.
Grants - Capital	1,195	1,195	20	20	-	0.0%	1,195	-	0.0%	
Contributions - monetary	4,300	4,300	2,122	2,953	831	39.2%	4,559	259	5.7%	Mainly due to the receipt of developer's contributions early in the financial year.
Net gain(loss) on disposal	300	300	123	115	(8)	-6.5%	300	-	0.0%	Due to minor delay in disposal.
Other Income	1,207	1,207	607	1,203	596	98.2%	1,783	576	32.3%	Mainly due to the sale of a right of way, and funds received from the State Revenue Office that were not budgeted. Income was also received from the VEC for penalty payments following the Council election.
<b>Total Revenue</b>	<b>181,421</b>	<b>181,421</b>	<b>141,992</b>	<b>147,364</b>	<b>5,312</b>	<b>3.7%</b>	<b>182,914</b>	<b>1,492</b>	<b>0.8%</b>	
Expenses from ordinary activities										
Employee Costs	80,639	80,895	40,679	40,491	188	0.5%	81,113	(218)	-0.3%	Due to savings in workover premium. The forecast reflects payments for redundancies which were not budgeted.
Materials and services	67,085	67,335	30,661	28,627	2,034	6.6%	67,713	(378)	-0.6%	Mainly due to savings in general insurance premiums, contract savings pending renegotiation, and YTD savings in utilities.
Bad and doubtful debts	2,010	2,010	812	1,266	(454)	-55.9%	2,010	-	0.0%	Increase in the provision for parking infringements raised to December. This is a non-cash item.
Depreciation & Amortisation	20,064	20,064	10,332	10,385	(53)	-3.4%	21,077	(413)	-2.0%	Mainly due to higher than anticipated capitalisation from 2016-17. This is a non-cash item.
Borrowing costs	2,139	2,139	1,070	1,017	53	5.0%	2,100	39	1.9%	Due to lower than budgeted interest rate.
<b>Total Expenses</b>	<b>172,537</b>	<b>173,043</b>	<b>83,554</b>	<b>82,086</b>	<b>1,468</b>	<b>1.8%</b>	<b>174,013</b>	<b>(970)</b>	<b>-0.6%</b>	
<b>Net Result</b>	<b>8,884</b>	<b>8,378</b>	<b>58,438</b>	<b>65,218</b>	<b>6,780</b>	<b>11.6%</b>	<b>8,901</b>	<b>522</b>	<b>6.2%</b>	

Legend: > (50,000) and/or (5%) Unfavourable variance  
 >= 50,000 and/or 5% Favourable variance  
 No highlight indicates that the item is within tolerance

Note: The adopted budget result of \$8.884m has been adjusted for operational new initiatives of \$506k which were in the capital program. The capital program adjusted budget has reduced by the same amount.

## Attachment 2 - December 2017 Council Finance Report

YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 Debtors					
Rate Debtors					
Aging (years)	<1 \$'000	1 \$'000	2 \$'000	3+ \$'000	Total \$'000
Commercial	10,177	179	29	18	10,403
FSL - Commercial	2,892	61	9	4	2,966
Industrial	3,344	113	51	27	3,535
FSL - Industrial	1,330	27	9	3	1,370
Residential	35,815	982	347	529	37,673
FSL - Residential	3,285	83	29	21	3,417
FSL - Public Benefit	27	1	-	-	28
FSL - Vacant	14	0	0	-	15
FSL - Interest	17	10	3	1	30
Legal Fees	7	8	15	7	37
Bridge Road Special Charge	86	2	0	-	87
Garbage & Other	38	1	2	1	42
<b>Sub Total</b>	<b>57,032</b>	<b>1,466</b>	<b>492</b>	<b>611</b>	<b>59,601</b>

Parking Debtors	Balance as at 30/06/17 \$'000	Current period balance \$'000	Movement Inc/(Dec) \$'000	Comments
	4,839	5,458	619	Jul-Dec'17 additional infringement debtors raised less payments received and debt provision.

Parking Debtors Aging					
Aging (days)	Total	Current	30	60	90+
	5,458	1,020	636	420	3,383

General/Sundry Debtors				
	Balance as at 30/06/17 \$'000	Current period balance \$'000	Movement Inc/(Dec) \$'000	Comments
	4,865	4,345	(520)	Jul-Dec'17 reduction in debtors due to payments received in excess of debtors raised. No adjustment to debt provision at this time.

General/Sundry Debtors Aging					
Aging (days)	Total \$'000	Current \$'000	30 \$'000	60 \$'000	90+ \$'000
Sundry Debtors (3250 / 3270)	732	469	107	34	123
Provision for Doubtful Debt (3252)	(973)	-	-	-	(973)
RAMs Debtors (3256)	5,692	1,713	205	131	3,643
Animal Debtors (3257)	12	0	0	0	11
PLUS Debtors (3258)	255	10	200	2	43
Local Laws Debtors (3259)	126	0	-	0	126
Building Debtors (3261)	724	218	26	17	463
Salary Sacrifice (3264)	2	2	-	-	-
Fines and Costs (3265)	1,072	43	28	16	985
Leisure Debtors (3266)	199	12	4	4	178
Child Care Debtors (3267)	689	15	8	61	605
Library Debtors (3268)	26	13	-	-	13
BAGS Control Debtors (3271)	359	5	10	14	329
Bin Debtors (3272)	18	5	1	0	11
MCC Superannuation (3222)	(0)	(0)	-	-	-
GST Clearing (3249 / 3255)	982	982	-	-	-
Workcover Wages / Receipts (3230 / 3232)	191	191	-	-	-
Penn Cheques - Parking (3273)	68	-	-	-	68
Services Contracts (3262)	(5,827)	(1,754)	(210)	(134)	(3,730)
<b>Total</b>	<b>4,345</b>	<b>1,924</b>	<b>379</b>	<b>145</b>	<b>1,896</b>

## Attachment 2 - December 2017 Council Finance Report

YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 EFT				
Division	Balance as at 30/06/17	Current period balance	Movement Fav/(Unfav)	Comments
CEO Division	40.98	56.38	(15.40)	Increase is due to the transfer of Communications & Engagement into the CEO Division and 1 new EFT in the Governance Branch for the Heritage Advisor.
Corporate, Business & Financial Services	136.96	161.11	(24.15)	Increase is due to the transfer of Access Yarra into Corporate, Business & Finance Division; Two previously closed positions were reopened in Innovation. 1 temporary EFT was added in Finance Branch for the Accounts Receivable Officer role for a secondment vacancy. 1.5 Temporary positions were closed in December.
Community Wellbeing	382.87	387.53	(4.66)	Increase is due to the transfer of the Social Policy Unit into the Community Wellbeing Division; Some minor reductions for Leisure casual and part-time staff. A part-time position in Family, Youth & Child Services was reopened.
City Works & Assets	140.28	138.08	2.20	Decrease due to closure of Manager Building Assets position following restructure, as well as two temporary positions ending in the first quarter of the financial year.
Planning & Placemaking	95.18	96.19	(1.01)	Increase is due to an additional of 0.6 EFT in City Strategy for temporary positions in Strategic Planning, and 1 EFT for a permanent position for a Public Space Designer; A temporary position in Statutory Planning was closed; The casual position for Executive Planner Strategic Projects in Planning & Placemaking Executive was closed in October. 0.4 EFT was added in Statutory Planning in December.
Advocacy & Engagement	41.65	-	41.65	Advocacy & Engagement was disbanded in July 2017 and EFT was distributed to other divisions.
<b>Total</b>	<b>837.92</b>	<b>839.29</b>	<b>(1.37)</b>	



## Attachment 2 - December 2017 Council Finance Report

### YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 Open Space Reserve

Council receives contributions specifically for Open Space as part of development permits. This reserve is then expended on open space projects. Contributions are received into Council's income statement first, as they are required to be recognised as revenue before being transferred into the reserve.

Open Space Reserve Account	Amount \$'000
Opening Balance as at 30 June 2017	482

Funds Received (Transfers to Reserve)	Amount \$'000
239-249 Johnson St Fitzroy (117 lot sub)	430
237-253 Napier St Fitzroy (52 lot sub)	437
114-118 Hoddle St Abbotsford (20 lot sub)	77
2 Hodgson St Richmond (4 lot sub)	124
416-422 Smith St Collingwood (83 lot sub)	400
54B Marine Pde Abbotsford (4 lot sub)	63
3 Hertford Street Fitzroy	58
109 Wellington Street Collingwood	131
6 lot residential subdivision Nicholson St North Fitzroy	47
3 lot residential subdivision Easy St Collingwood	56
6 lot residential subdivision Davidson St Richmond	95
3 lot residential subdivision Peckville St Clifton Hill	53
90 lot residential subdivision Gore St and 221 Moor St Fitzroy	405
6 lot subdivision 14-16 Yambla St Clifton Hill	88
<b>Total</b>	<b>2,464</b>

Projects (transfers from Reserve)	Amount \$'000
Merri Ck Parklands - Bundara St Reserve	269
Darling Gardens	260
Williams Reserve	219
Darling Gardens - Playground	202
George Knott Reserve	56
Darling Gardens	53
Minor Works Assets	44
Minor Works Assets	29
Open Spaces Signage Renewal Program	21
Clarke Street Reserve	20
Alphington Park	17
Yambla St Soccer	16
Minor Works Assets	11
Construction of new local park at Charles and Mollison Stree	10
Merri Creek Trail - Coulson Reserve Path	10
Open Space Children Services	10
Rushall Reserve shared path by-pass	9
Minor Works Assets	7
Edinburgh Gardens	4
Stolen Generations Marker	2
<b>Total</b>	<b>1,268</b>

Open Space Reserve Account	Amount \$'000
Closing Balance as at 31 December 2017	1,678

## Attachment 2 - December 2017 Council Finance Report

YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 Borrowings								
Amount \$m	Lender	Type	Term years	Maturing	Balance as at 30/06/17 \$m	Current period balance \$m	Movement	Comments
\$32.5M	NAB	Interest only	7	2021	32.5	32.5	-	Interest only
\$13.5M	CBA	P&I	10	2027	13.5	12.9	0.6	Principle component repayments to date \$559K - next repayment due in Feb'18)

# Attachment 2 - December 2017 Council Finance Report

## YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 Financial Sustainability Indicators

The indicators are designed to be used as a measure of sustainability at the end of a financial year. The results during the year will fluctuate.

VAGO Indicators				VAGO Ranges		
Indicator/Description	Formula	2016-17 Result	Current Period Result	Low Risk	Medium Risk	High Risk
Net Result (%)	Net Result / Total Revenue	10%	44%	> 0%	-10% - 0%	< -10%
A positive result indicates a surplus, and the larger the percentage, the stronger the result. A negative result indicates a deficit. Operating deficits cannot be sustained in the long term. The net result and total revenue are obtained from the comprehensive operating statement.						
Liquidity (ratio)	Current assets / Current liabilities	1.51	3.86	> 1.0	0.75 - 1.0	< 0.75
This measures the ability to pay existing liabilities in the next 12 months. A ratio of one or more means there are more cash and liquid assets than short-term liabilities.						
Internal financing (%)	Net operating cash flow / Net capital expenditure	99%	209%	> 100%	75% - 100%	< 75%
This measures the ability of Council to finance capital works from generated cash flow. The higher the percentage, the greater the ability for Council to finance capital works from their own funds. Net operating cash flow and net capital expenditure are obtained from the cash flow statement.						
Indebtedness (%)	Non-current liabilities / own-sourced revenue	29%	33%	< 40%	40% - 60%	> 60%
Comparison of non-current liabilities (mainly comprising borrowings) to own-sourced revenue. The higher the percentage, the less Council is able to cover non-current liabilities from the revenues Council generates itself. Own-sourced revenue is used, rather than total revenue, because it does not include grants or contributions.						
Capital replacement (ratio)	Cash outflows for property, plant and equipment / Depreciation	1.7	1.1	> 1.5	1.0 - 1.5	< 1.0
Comparison of the rate of spending on infrastructure with depreciation. Ratios higher than 1:1 indicate that spending is faster than the depreciation rate. This is a long-term indicator, as capital expenditure can be deferred in the short term if there are insufficient funds available from operations, and borrowing is not an option. Cash outflows for infrastructure are taken from the cash flow statement. Depreciation is taken from the comprehensive operating statement.						
Renewal gap (ratio)	Renewal and upgrade expenditure/depreciation	1.0	0.7	> 1.0	0.5 - 1.0	< 0.5
Comparison of the rate of spending on existing assets through renewing, restoring, and replacing existing assets with depreciation. Ratios higher than 1.0 indicate that spending on existing assets is faster than the depreciation rate. Similar to the investment gap, this is a long-term indicator, as capital expenditure can be deferred in the short term if there are insufficient funds available from operations, and borrowing is not an option. Renewal and upgrade expenditure are taken from the statement of capital works. Depreciation is taken from the comprehensive operating statement.						

Local Government Performance Reporting Framework Indicators					
Indicator/Description	Measure	2016-17 Result	Current Period Result	Variance	
<b>Liquidity</b>					
L1	Current assets compared to current liabilities	150.6%	386.2%	156.4%	
L2	Unrestricted cash compared to current liabilities	63.6%	104.1%	63.7%	
<b>Obligations</b>					
O1	Asset renewal as a % of depreciation	98.8%	66%	-33.6%	
O2	Loans and borrowings as a % of rates	45.4%	43.6%	-3.9%	
O3	Loans and borrowings repayments as a % of rates	1.5%	1.8%	19.9%	
O4	Non-current liabilities as a % of own source revenue	29.4%	33.0%	12.2%	
<b>Operating Position</b>					
OP1	Adjusted underlying surplus (or deficit) as a % of underlying revenue	6.3%	41.7%	560.5%	

## Attachment 2 - December 2017 Council Finance Report

YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 Capital Works Program with Variance Commentary												
Adopted Budget Classification	Full Year Adopted Budget \$'000	Full year Adjusted Budget \$'000	YTD Adjusted Budget \$'000	YTD Actuals \$'000	YTD Variance Fav/(Unfav) \$'000	YTD Variance Fav/(Unfav) %	Full year forecast \$'000	Variance to Full Year Adjusted Budget Fav/(Unfav) \$'000	Forecast variance Fav/(Unfav) %	Carry Over \$'000	Deferred \$'000	Variance Analysis/Comments (including explanation of budget movements)
Property												
												The YTD variance is mainly due to the timing of payments of invoices and rephasing of some building projects. Savings have also been identified in the the FTH/CTH roof renewal project and this will translate into a favourable result. The Collingwood depot accommodation project is on hold subject to further management review. The Building Energy & Efficiency program is lagging in payments but all purchase orders have been raised.
Buildings	7,574	8,524	4,031	1,880	2,151	53.4%	7,807	717	8.4%	396	-	
Total buildings	7,574	8,524	4,031	1,880	2,151	53.4%	7,807	717	8.4%	396	-	
Total property	7,574	8,524	4,031	1,880	2,151	53.4%	7,807	717	8.4%	396	-	
Plant and equipment												
Plant, Machinery & Equipment	2,457	2,293	1,209	704	504	41.7%	2,293	-	0.0%	-	-	The YTD variance is mainly due to the timing of payments of invoices and delays in the purchase of new vehicles due to a policy review. The variance is also due to delayed purchase of a bus and one truck.
Computers & Telecommunications	3,207	3,176	1,246	320	926	74.3%	3,176	-	0.0%	-	-	The YTD variance is mainly due to the timing of payments of invoices. The main variance is due to the delay in purchasing a new Unified Phone System.
Total plant and equipment	5,664	5,469	2,455	1,024	1,431	58.3%	5,469	-	0.0%	-	-	
Infrastructure												
Roads	8,396	8,396	3,888	2,735	1,153	29.7%	8,307	89	1.1%	130	-	The YTD variance is mainly due to the timing of invoices, as well as accruals reversing from 2016-17. The Roads program is ahead of baseline projections.
Lanes	842	842	434	192	243	55.9%	759	83	9.9%	-	-	The YTD variance is mainly due to the timing of payments of invoices.
Transport	872	872	177	144	33	18.5%	1,245	(373)	-42.8%	-	-	The YTD variance is mainly due to the timing of payments of invoices.
Waste Management	60	60	60	-	60	100.0%	60	-	0.0%	-	-	
Parks, Open Space And Streetscapes	8,066	8,066	2,278	1,269	1,009	44.3%	8,048	18	0.2%	-	-	YTD variance is mainly due to the delay in payments for carry-forward projects. Main variations are due to Darling Gardens irrigation works & Coulson Reserve shared path. Both projects have started but are little bit behind on timelines.
Street Furniture	330	330	22	1	22	95.7%	330	-	0.0%	-	-	Variance is due to phasing of budget
Retail Strips	730	770	265	23	242	91.3%	780	(10)	-1.2%	-	-	The YTD variance is mainly due to the timing of payments of invoices.
Priority Projects	506	-	-	-	-	0.0%	-	-	0.0%	-	-	These projects were transferred to operating
Provisional Carry Forwards	-	-	-	-	-	0.0%	-	-	0.0%	-	-	Carry-forward projects have been allocated to specific categories
Total infrastructure	19,802	19,336	7,125	4,363	2,762	38.8%	19,529	(193)	-1.0%	130	-	
Total capital works expenditure	33,040	33,329	13,611	7,268	6,343	46.6%	32,805	524	1.6%	526	-	
Represented by:												
New asset expenditure	5,296	4,790	451	58	393	87.2%	4,851	(61)	-1.3%	-	-	
Asset renewal expenditure	27,205	27,350	12,305	7,005	5,301	43.1%	26,152	1,197	4.4%	526	-	
Asset upgrade expenditure	539	1,189	854	205	649	76.0%	1,802	(613)	-51.6%	-	-	
	33,040	33,329	13,611	7,268	6,343	46.6%	32,805	524	1.6%	526	-	

Note: The adopted budget result of \$33.040m has been adjusted for operational new initiatives of \$506k which were in the capital program. The operational program adjusted budget has increased by the same amount. Additional Carry-forwards were also approved after the budget was adopted.

## Attachment 2 - December 2017 Council Finance Report

**YARRA CITY COUNCIL  
FINANCIAL REPORT  
1 July 2017 to 31 December 2017**

**City of Yarra  
Income Statement**

For Period 06 - December

	17/18 CL Actuals YTD \$'000	17/18 Bud Adjusted YTD \$'000	Actuals vs Budget YTD Variance \$'000	Actuals vs Budget YTD Variance %	17/18 CL Bud Adopted Full Year \$'000	17/18 Bud Adjusted Full Year \$'000	Current Forecast Full Year \$'000	Budget vs Forecast Full Year Variance \$'000
<b>Revenue from ordinary activities</b>								
Rates and charges	104,115	104,118	(4)	0%	105,158	105,158	105,158	0
Statutory fees and fines	15,234	13,950	1,284	9%	28,534	28,534	28,084	(450)
User Fees	16,229	14,182	2,046	14%	27,064	27,064	28,971	1,907
Reimbursements	832	937	(104)	-11%	1,640	1,640	1,798	158
Grants - Operating	6,603	5,933	670	11%	12,023	12,023	11,066	(957)
Grants - Capital	20	20	0	0%	1,195	1,195	1,195	0
Contributions - monetary	2,953	2,122	831	39%	4,300	4,300	4,559	259
Net gain/(loss) on disposal of property, infrastructure, pla	115	123	(8)	-7%	300	300	300	0
Other Income	1,203	607	596	98%	1,207	1,207	1,783	576
	<b>147,304</b>	<b>141,993</b>	<b>5,311</b>	<b>4%</b>	<b>181,421</b>	<b>181,421</b>	<b>182,914</b>	<b>1,492</b>
<b>Expenses from ordinary activities</b>								
Employee Costs	40,491	40,679	188	0%	80,639	80,895	81,113	(219)
Materials and services	28,627	30,661	2,034	7%	67,085	67,335	67,713	(378)
Bad and doubtful debts	1,266	812	(454)	-56%	2,010	2,010	2,010	0
Depreciation & Amortisation	10,685	10,332	(353)	-3%	20,664	20,664	21,077	(413)
Borrowing costs	1,017	1,070	52	5%	2,139	2,139	2,100	39
	<b>82,086</b>	<b>83,553</b>	<b>1,467</b>	<b>2%</b>	<b>172,537</b>	<b>173,043</b>	<b>174,014</b>	<b>(971)</b>
	<b>65,218</b>	<b>58,440</b>	<b>6,778</b>	<b>12%</b>	<b>8,885</b>	<b>8,378</b>	<b>8,900</b>	<b>522</b>

## Attachment 2 - December 2017 Council Finance Report

YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 Balance sheet				
	Balance as at 30/06/2017 \$'000	Balance as at period end \$'000	Movement Inc/(Dec) \$'000	Comments
<b>ASSETS</b>				
<b>Current Assets</b>				
Cash and cash equivalents	34,153	44,872	10,719	Payment of creditors and receipt of rates funds following the issue of quarterly rate notices.
Receivables - Rates	4,492	59,601	55,109	Rates have been raised in August 2017
Receivables - Parking	4,839	5,458	619	Jul-Dec 17 infringement debtors raised less payments and debt provision.
Receivables - Other	4,865	4,345	(520)	Jul-Dec 17 debtors payments in excess of debts raised.
Accrued income	169	49	(120)	Revenue raised in previous periods has been received in cash
Prepayments	202	58	(144)	Prepayments are expected to expire by the end of the FY in line with motor vehicle registration and insurance.
Inventories	128	128	-	
Assets Held for Resale	-	-	-	
<b>Total Current Assets</b>	<b>48,849</b>	<b>114,511</b>	<b>65,662</b>	
<b>Non-Current Assets</b>				
Non-current receivables	230	230	-	
Non-current investments	-	-	-	
Financial assets	5	5	-	
Property, infrastructure, plant and equipment	1,685,039	1,681,622	(3,417)	Payments for property, plant & equipment offset by accumulated depreciation.
<b>Total Non-Current Assets</b>	<b>1,685,274</b>	<b>1,681,857</b>	<b>(3,417)</b>	
<b>TOTAL ASSETS</b>	<b>1,734,123</b>	<b>1,796,368</b>	<b>62,245</b>	
<b>LIABILITIES</b>				
<b>Current Liabilities</b>				
Payables	7,905	1,534	(6,371)	Payments have been made which bring the payables figure down. This will vary during the financial year.
Fire Services Levy	4,907	7,859	2,952	Raised at the same time as Rate income.
Trust funds	3,499	4,252	753	The movement is mainly due to construction management and asset protection bonds received.
Accrued Expenses	2,261	2,917	656	Accruals raised for expenditure not yet paid. This will vary during the financial year.
Employee benefits	12,582	12,515	(67)	The movement is due to accrued leave benefits.
Income in advance	147	-	(147)	The movement is due to income received in advance used in 2017-18
Interest-bearing liabilities	1,133	574	(559)	Payment of loan principal.
<b>Total Current Liabilities</b>	<b>32,434</b>	<b>29,651</b>	<b>(2,783)</b>	
<b>Non-Current Liabilities</b>				
Non-current employee benefits	1,484	1,293	(191)	The movement is due to accrued long service leave benefits utilised.
Non-current interest bearing liabilities	44,867	44,867	-	
Non-current Trust Liability	225	227	2	
<b>Total Non-Current Liabilities</b>	<b>46,576</b>	<b>46,387</b>	<b>(189)</b>	
<b>TOTAL LIABILITIES</b>	<b>79,009</b>	<b>76,038</b>	<b>(2,971)</b>	
<b>NET ASSETS</b>	<b>1,655,113</b>	<b>1,720,330</b>	<b>65,217</b>	
<b>Represented by:</b>				
Accumulated surplus	581,267	597,579	16,312	
Asset revaluation reserves	1,035,678	1,035,678	-	
Other reserves	20,661	21,855	1,194	
Retained Earnings	17,507	65,218	47,711	
<b>EQUITY</b>	<b>1,655,113</b>	<b>1,720,330</b>	<b>65,217</b>	<b>Current Period Result</b>

## Attachment 2 - December 2017 Council Finance Report

**YARRA CITY COUNCIL  
FINANCIAL REPORT  
1 July 2017 to 31 December 2017  
Cash Flow Statement**

	Balance as at period end \$'000
<b>Cash Flows from Operating Activities</b>	
Rates and Charges	51,738
Parking Revenue	12,155
Government Grants Received	5,571
Victoria Grants Commission	601
User Charges, Fees and Other Fines Received	17,981
Reimbursements and Contributions Received	1,241
Interest Revenue	319
Other Revenue	4,632
Payments to Suppliers	(30,155)
Payments to Employees	(39,946)
Net GST	(25)
<b>Net Cash Provided by Operating Activities</b>	<b>24,112</b>
<b>Cash Flows from Investing Activities</b>	
Proceeds from Sale of Property, Plant & Equipment	109
Payments for Infrastructure, Property Plant & Equipment	(11,640)
<b>Net Cash (Used in) Investing Activities</b>	<b>(11,531)</b>
<b>Cash Flows from/(used in) Financing Activities</b>	
Finance Costs	(1,302)
Proceeds from Borrowings/(Payments Towards)	(559)
<b>Net Cash (Used In) Financing Activities</b>	<b>(1,861)</b>
<b>Cash Balances</b>	
Change in Cash Held	10,720
Cash Control Balances	34,153
<b>Cash at the End of the Financial Period</b>	<b>44,872</b>
<b>End of year Budgeted cash balance</b>	<b>26,247</b>

Council needs to fund the following items from the current cash balance. This may include expenses associated with revenue received in a previous financial year (eg: grants)

<b>Future items to be funded</b>	<b>\$'000</b>
Grant Commission Funding (2017-18 funds received in 2016-17)	925
Capital Carry Forwards	959
Operating Carry Forwards:	171
Grants received in 2016-17 for expenditure in 2017-18	225
Operating Grant Income Received - to be taken back in 2017-18 (NDIS Funding Target Shortfall)	203
<b>Total</b>	<b>2,483</b>

## Attachment 2 - December 2017 Council Finance Report

<b>YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 Capital Works Statement</b>											
Adopted Budget Classification	Full Year Adopted Budget	Full year Adjusted Budget	YTD Adjusted Budget	YTD Actuals	YTD Variance Fav/(Unfav)	YTD Variance Fav/(Unfav)	Full year forecast	Variance to Full Year Adjusted Budget Fav/(Unfav)	Forecast variance Fav/(Unfav)	Carry Over	Deferred
	\$'000	\$'000	\$'000	\$'000	\$'000	%	\$'000	\$'000	%	\$'000	\$'000
<b>Property</b>											
Buildings	7,574	8,524	4,031	1,880	2,151	53.4%	7,807	717	8.4%	396	-
<b>Total buildings</b>	7,574	8,524	4,031	1,880	2,151	53.4%	7,807	717	8.4%	396	-
<b>Total property</b>	7,574	8,524	4,031	1,880	2,151	53.4%	7,807	717	8.4%	396	-
<b>Plant and equipment</b>	-	-	-	-	-	0.0%	-	-	0.0%	-	-
Plant, Machinery & Equipment	2,457	2,293	1,209	704	504	41.7%	2,293	-	0.0%	-	-
Computers & Telecommunications	3,207	3,176	1,246	320	926	74.3%	3,176	-	0.0%	-	-
<b>Total plant and equipment</b>	5,664	5,469	2,455	1,024	1,431	58.3%	5,469	-	0.0%	-	-
<b>Infrastructure</b>	-	-	-	-	-	0.0%	-	-	0.0%	-	-
Roads	8,396	8,396	3,888	2,735	1,153	29.7%	8,307	89	1.1%	130	-
Lanes	-	-	-	-	-	0.0%	-	-	0.0%	-	-
Transport	842	842	434	192	243	55.9%	759	83	9.9%	-	-
Waste Management	872	872	177	144	33	18.5%	1,245	(373)	-42.8%	-	-
Parks, Open Space And Streetscapes	60	60	60	-	60	100.0%	60	-	0.0%	-	-
Street Furniture	8,066	8,066	2,278	1,269	1,009	44.3%	8,048	18	0.2%	-	-
Retail Strips	330	330	22	1	22	95.7%	330	-	0.0%	-	-
Priority Projects	730	770	265	23	242	91.3%	780	(10)	-1.2%	-	-
Provisional Carry Forwards	506	-	-	-	-	0.0%	-	-	0.0%	-	-
<b>Total infrastructure</b>	-	-	-	-	-	0.0%	-	-	0.0%	-	-
<b>Total capital works expenditure</b>	19,802	19,336	7,125	4,363	2,762	38.8%	19,529	(193)	-1.0%	130	-
<b>Represented by:</b>											
New asset expenditure	5,296	4,790	451	58	393	87.2%	4,851	(61)	-1.3%	-	-
Asset renewal expenditure	27,205	27,350	12,305	7,005	5,301	43.1%	26,152	1,197	4.4%	526	-
Asset upgrade expenditure	539	1,189	854	205	649	76.0%	1,802	(613)	-51.6%	-	-
	33,040	33,329	13,611	7,268	6,343	46.6%	32,805	524	1.6%	526	-

Note: The adopted budget result of \$33.040m has been adjusted for operational new initiatives of \$506k which were in the capital program. The operational program adjusted budget has increased by the same amount. Additional Carry-forwards were also approved after the budget was adopted.



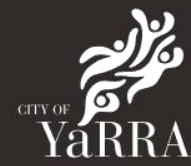
## Attachment 2 - December 2017 Council Finance Report

YARRA CITY COUNCIL FINANCIAL REPORT 1 July 2017 to 31 December 2017 2017-18 Grant Applications					
Grant from	Grant Name/Details	Branch	Amount	Co-contribution from Yarra (Y/N?, how much?, Capital? Operating?)	Grant outcome-successful or not successful
Vicroads	Infrastructure Black spot program Shelley Street Elizabeth Street Richmond and Nicholson Street Harpert Street Abbotsford: Intersection upgrades	Traffic	144,000		Successful
Sustainability Victoria	Closing the Loop on Yarra's Food Waste	Sustainability & Strategic Transport	500,000		Successful
Engage! DHHS	Rising High Music Pathways Program	Family and Childrens Services	150,000		Not yet known
Smart Cities & Suburbs Program Federal Gov, Department of Industry, Innovation & Science	City of Yarra Smart Waste Program	City Works	120,000		Not yet known
Creative Victoria	Stolen Generation Marker	Arts and Culture	50,000		Not yet known
Creative Victoria	Molly Statue Wangaratta Park	Arts and Culture	40,000		Not yet known
<b>Total</b>			<b>1,004,000</b>		

Attachment 3 - December 2017 Annual Plan Progress Report

# ANNUAL PLAN 2017/18

Quarterly Progress Report | December 2017





## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

#### Introduction Council Plan 2017-2021

The Yarra City Council adopted its Council Plan 2017 – 21 on 1 August 2017. The Council Plan 2017 – 21 sets out the medium-term direction of Council and the outcomes sought by Councillors for their term. For the first time, the Council Plan incorporates the Health and Wellbeing Plan. This financial year, 2017/18 is Year One of the Council Plan 2017 – 21.

Under the Local Government Act 1989 (the Act), each council is required to produce a four-year Council Plan by 30 June in the year following a general election. The Plan must include Strategic Objectives, Strategies, Strategic Indicators and a Strategic Resource Plan.

Council has identified a number of initiatives under each Strategic Objective which are significant projects and activities that are proposed to be worked on over the term of the Council Plan, subject to approval through the annual budget process.

Council produces an Annual Plan alongside each year's Budget, setting out specific projects and activities that Council will undertake towards achieving the Strategic Objectives. This will include priority projects, capital works projects, actions in response to initiatives in the Council Plan and other Council strategies and plans as well as service reviews and improvements.

The Council Plan 2017 – 21 has seven Strategic Objectives which relate to a different aspect of service delivery :

**A healthy Yarra:** Community health, safety and wellbeing are a focus in everything we do. Council plays a key role in contributing to our community's health and wellbeing. From delivering maternal and child health services to ensuring access to open space, enforcing noise regulations to supporting community and cultural initiatives, community health, safety and wellbeing is central to everything we do.

**An inclusive Yarra:** Inclusion, diversity and uniqueness are welcomed, respected and celebrated. Identity was a passionate and recurring theme throughout community consultation for the Council Plan. Our community values its diversity. Creating a safe place where people of all ages, genders, sexualities, abilities, cultures and backgrounds feel welcome and connected is a priority for Council.

**A sustainable Yarra:** Council leads on sustainability and protects and enhances its natural environment. As Victoria's first carbon-neutral council, we are proud of our commitment to sustainability. Protecting our natural environment and supporting our community to reduce its environmental footprint will continue to be a priority for Council.

**A liveable Yarra:** Development and growth are managed to maintain and enhance the character and heritage of the city. With demand for inner city housing increasing, Council is mindful of the importance of balancing the needs of new and existing residents, and ensuring that development does not encroach on the amenity or heritage of our city.

**A prosperous Yarra:** Local businesses prosper and creative and knowledge industries thrive. Yarra is a great place to do business and to work. Supporting local businesses and creative industries not only contributes to Yarra's economy, but also increases local employment opportunities, enhances street life and fosters community connectedness.

**A connected Yarra:** Connectivity and travel options are environmentally sustainable, integrated and well-designed. Council is committed to creating a city that is accessible to all irrespective of levels of personal mobility, to support a fulfilling life without the need for a car.

**A leading Yarra:** Transparency, performance and community participation drive the way we operate. Council is committed to change through an energised, cohesive team of professionals, recognised for our leadership, innovation and service.

In response to its Strategic Objectives, Council has committed to 70 projects and activities from a broad cross-section of services in the 2017/18 Annual Plan.

Progress of these projects and actions will be reported in the 2017/18 Annual Plan Quarterly Progress Reports. Further information can be found in the published version of the Council Plan 2017 – 21 on the City of Yarra's website (<https://www.yarracity.vic.gov.au/about-us/council-information/council-plan>).

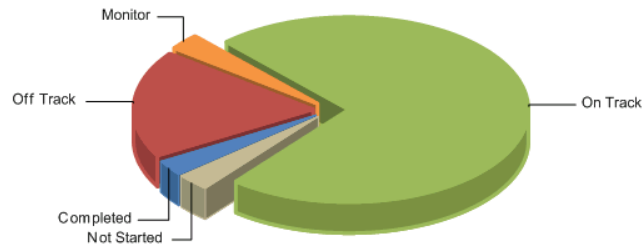
## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### Quarter Summary

Council has committed to 70 actions across a range of services. Any variations to the Annual Plan are made openly and transparently in the context of priorities that arise over the course of the year.

The status of actions is classified based on the percentage of targets achieved as assessed by the responsible officer (forecast milestones compared to actual work completed).



Strategic Objective	No. of Actions Reported	Complete	On track (>=90%)	Monitor (75-90%)	Off track (<75% )	Not Started
A healthy Yarra	10	0	5	1	3	1
An inclusive Yarra	9	0	5	0	4	0
A sustainable Yarra	6	0	5	0	1	0
A liveable Yarra	13	0	8	1	3	1
A prosperous Yarra	11	0	10	0	1	0
A connected Yarra	12	1	10	0	1	0
A leading Yarra	9	1	8	0	0	0
	70 (100%)	2 (2.86%)	51 (72.86%)	2 (2.86%)	13 (18.57%)	2 (2.86%)

February 08, 2018

Page 3 of 67

# Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

## 1 . A healthy Yarra

a place where...Community health, safety and wellbeing are a focus in everything we do

Council plays a key role in contributing to our community's health and wellbeing . From delivering maternal and child health services to ensuring access to open space, enforcing noise regulations to supporting community and cultural initiatives, community health, safety and wellbeing is central to everything we do.

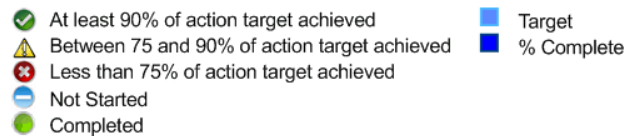
### Strategies

Council's work to achieve this Strategic Objective includes the following strategies :

- 1.1 Maintain and enhance Yarra's open space network to meet the diverse range of community uses
- 1.2 Promote a community that is inclusive, resilient, connected and enjoys strong mental and physical health and wellbeing
- 1.3 Provide health promoting environments that encourage healthy eating and active living
- 1.4 Assist to reduce the harms from alcohol and drugs on individuals and the community in partnership with State Agencies and key service providers
- 1.5 Promote environments that support safe and respectful sexual practices, reproductive choices and gender equity
- 1.6 Promote a gender equitable, safe and respectful community
- 1.7 Promote an effective and compassionate approach to rough sleeping and advocate for affordable , appropriate housing
- 1.8 Provide opportunities for people to be involved in and connect with their community

The following actions are being undertaken in 2017/18 to work toward achieving Council's strategic objective of A healthy Yarra.

### Action Progress Summary



Action	Start Date / End Date								
1.01 Prevent Family Violence	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	✔
1.02 Advocate for a medically supervised injecting facility	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	✔
1.03 Deliver Public Realm safety improvements to the Lennox and Victoria Street intersections	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	⚠
1.04 Work with the community to address alcohol-related harm for young people	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	✖
1.05 Create new open space	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	✔
1.06 Develop new Open Space Strategy	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	✖
1.07 Develop Leisure Centres Master Plan	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	🔄
1.08 Develop Yarra Homelessness Strategy	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	✖

February 08, 2018

Page 5 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Action	Start Date							
	/ End Date							
1.09 Implement the National Aged Care and Disability Reforms and Future Directions Planning	01/07/17							
	30/06/18		0%	20%	40%	60%	80%	100%
1.10 Promote community connection and wellbeing	01/07/17							
	30/06/18		0%	20%	40%	60%	80%	100%

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

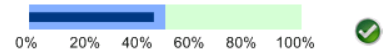
### 1.01 Prevent Family Violence

Council Plan initiative:

Work with local and regional partners for greater awareness and intervention to prevent family violence and elder abuse

Council is committed to the prevention of family violence in the Yarra community. This year Council will conduct an audit of awareness and intervention strategies in Yarra and whether these are meeting the current and emerging needs of Yarra residents. It will also review how well-equipped Council services are in identifying and responding to family violence, particularly tertiary interventions.

The results of this project will be summarised in a public document that outlines Yarra Council's statement of commitment to responding to family violence.



**Branch** Social Policy and Research

#### Quarterly Milestones

**September** Q1 Analyse service provisioning for family violence in the City of Yarra

**December** Q2 Report on the status of family violence prevention and intervention developed and discussed at a stakeholder workshop

**March** Q3 Deliver draft Statement of Commitment for Yarra to Council based on feedback at the stakeholder workshop

**June** Q4 Launch Statement of Commitment

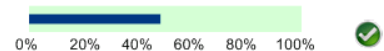
**Quarterly Progress Comments** Community consultation has been completed and the findings summarised in a status report on the current role of Yarra Council in responding to family violence. This report will be discussed at a stakeholder workshop comprising members of the Yarra Family Violence Network in February. Following the outcomes of this workshop, a paper will be prepared for Council outlining a proposed new community resource on family violence services in Yarra to be contained within Yarra's website.

### 1.02 Advocate for a medically supervised injecting facility

Council Plan initiative:

Advocate to the state government for a medically supervised injecting facility and other harm minimisation measures in the Victoria Street precinct

Council supports a public health approach to illicit drug use and has voted unanimously to advocate to the State Government to implement a medically supervised injecting facility (MSIF) to help save lives by connecting vulnerable people with vital health services, help take drug use off the streets and make our public places safer and more welcoming.



**Branch** Social Policy and Research

#### Quarterly Milestones

**September** Q1. Report on the finding from the Inquiry into the drugs, poisons and controlled substances amendment (pilot medically supervised injecting centre) bill 2017

**March** Q3. Report to Council on the findings from Law Reform, Road And Community Safety Committee Inquiry Into the effectiveness of laws, procedures and regulations relating to illicit and synthetic drugs

**Quarterly Progress Comments** The Legislative Council Inquiry into the Drugs, Poisons and Controlled Substances Amendment (Pilot Medically Supervised Injecting Centre) reported their findings in September 2017. While the report did not directly recommend an MSIC trial, it did note that the issue had 'reached crisis level' and described residents dealing with overdoses in their laneways and discarded syringes in front gardens as intolerable; that MSICs improve the health of IDUs, address visible impacts and reduce demand for ambulances; and MSICs do not have a 'honey pot' effect on crime. Council was briefed on the Yarra City Council submission and were informed of the Inquiry Findings.

N.B. In October 2017, the State Government announced support for a two year trial of a Medically Supervised Injecting Centre (MSIC) at North Richmond Community Health (NRCH). The Drugs, Poisons and Controlled Substances Amendment (Medically Supervised Injecting Centre) Bill 2017 has been introduced

February 08, 2018

Page 7 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

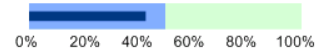
into parliament.

### 1.03 Deliver Public Realm safety improvements to the Lennox and Victoria Street intersections

Council Plan initiative:

Work with local partners and agencies to increase health and education, community partnerships and harm minimisation from the abuse of drugs and alcohol

Council is engaging the community including traders and stakeholders on plans to improve the intersection of Victoria and Lennox Street as one of the ways to address the complex and longstanding health, safety and amenity issues in this precinct. Plans include installing lighting, street furniture, paving and landscaping and improvements to pedestrian and cycle movements. Council has received \$200,000 State Government funding for this project and is committing a further \$240,000 in the 2017/18 Budget.



**Branch** City Strategy

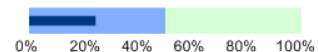
#### Quarterly Milestones

<b>September</b>	Q1. Consider public submissions Q1. Undertake initial project scoping Q1. Determine design solution
<b>December</b>	Q2. Finalise project proposal Q2. Complete detailed design works and tender project
<b>March</b>	Q3. Run social marketing campaign over the summer holiday season Q3. Commence construction
<b>June</b>	Q4. Evaluate and report to Council Q4. Complete construction Q4. Commence preparations for evaluation to the funding body Department of Justice and Regulation
<b>Quarterly Progress</b>	The project has been scoped, public feedback considered and the design solutions identified. Additional detailed design was required and the consultant engineering advice was delayed. tender will commence in February 2018.
<b>Comments</b>	

### 1.04 Work with the community to address alcohol-related harm for young people

Underage drinking is associated with poorer academic outcomes, increased likelihood of tobacco and illicit drug use, exposure to episodic harms such as physical and sexual assault and can cause alterations in the structure and function of the developing brain, which continues to mature into the mid-to-late twenties.

In partnership with RMIT and Communities that Care (CTC), educational materials will be produced to raise awareness and educate parents of the harms and risks associated with underage drinking and the positive role they can play in promoting youth health and wellbeing. Council will use its own communication channels and its local partners to distribute this messaging in the community using traditional media, social media and other appropriate forums.



**Branch** Social Policy and Research

#### Quarterly Milestones

<b>September</b>	Q1. Undertake initial project scoping
<b>December</b>	Q2. Finalise project proposal
<b>March</b>	Q3. Run social marketing campaign over the summer holiday season
<b>June</b>	Q4. Evaluate and report to Council
<b>Quarterly Progress</b>	Initial scoping has commenced and partnership opportunities are also being explored. Once partners are established they will need to sign off on the brief.
<b>Comments</b>	

### 1.05 Create new open space

Council Plan initiative:

February 08, 2018

Page 8 of 67

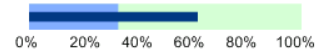


## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Increase the amount and quality of green open space through the strategic acquisition of land, the conversion of urban land to open space and/or the creation of pocket parks in high density areas.

Yarra's parks are highly valued by the community and contribute to a quality open space system that meets the recreational and environmental needs of the local community, as identified in the Open Space Strategy. Council will create and commence construction of a new park at Charles Street and Mollison Street Abbotsford.



**Branch** Recreation and Open Space

#### Quarterly Milestones

**September** Q1. Report to Council on the Road Discontinuance process

**March** Q3. Complete project documentation and advertise tender

**June** Q4. Appoint contractor and commence construction

**Quarterly Progress** Road discontinuance approved by Council.

**Comments** Contract documentation completed. Tender has been advertised and the tender evaluation process is underway.

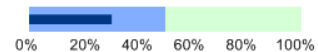
#### 1.06 Develop new Open Space Strategy

Council Plan initiative:

Develop an open space strategy to ensure Yarra's public open space is managed as a functional network that encourages shared use and active living.

The Yarra Open Space Strategy guides the future provision, planning, design and management of public open space in Yarra. A new Open Space Strategy will result in a renewed direction for the provision and enhancement of the open space network, including changes in community needs since the last strategy was developed. The strategy aims to achieve a cohesive, linked and well managed network of open space to meet the full range of residents' needs.

Development of the strategy will occur over a two year period with the first year focussing on land use and landscape analysis, with extensive consultation, while Year Two will involve adoption of the Strategy, followed by an amendment to the Yarra Planning Scheme.



**Branch** Recreation and Open Space

#### Quarterly Milestones

**September** Q1. Seek fee proposals and prepare to appoint consultant

**December** Q2. Complete background research

**March** Q3. Complete spatial analysis

**June** Q4. Complete Stage 1 of community consultation

**Quarterly Progress** A project brief was sent to three consultants with an invitation to tender. Two submissions were received back. The submissions were evaluated by the tender panel against the stated selection criteria and background research.

**Comments**

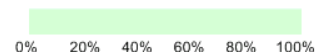
A preferred consultant has been appointed and project commenced.

#### 1.07 Develop Leisure Centres Master Plan

Council Plan initiative:

Investigate a Leisure Centres Master Plan.

Council manages leisure facilities in Richmond, Collingwood and Fitzroy. These facilities are highly valued by the community and attract in the order of 1 million visits per annum. A high level facilities plan will be developed to guide future investment in these facilities.



February 08, 2018

Page 9 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

**Branch** *Leisure Services*

#### Quarterly Milestones

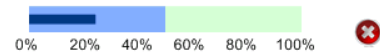
**June** Q4. Present report to Executive to inform future investment in Leisure facilities

**Quarterly Progress** The report is due to be completed and presented to Executive in quarter 4.

#### Comments

#### 1.08 Develop Yarra Homelessness Strategy

The development of the Homelessness Strategy will provide the policy framework for Council to ensure an effective and compassionate approach to rough sleeping. The development of the strategy will involve wide consultation and engagement with stakeholders.



**Branch** *People, Culture and Community*

#### Quarterly Milestones

**September** Q1. Discuss and investigate other local government Homelessness Strategies

**December** Q2. Commence consultation with stakeholders

**March** Q3. Complete consultation with stakeholders

**June** Q4. Complete Draft Homelessness Strategy

**Quarterly Progress** Initial literature search completed. Investigation included local, national and international homelessness strategies with a focus on responses to rough sleeping. Investigations will be completed by December 2017

#### Comments

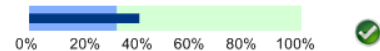
Milestone to be reviewed - revised completion date mid 2018

#### 1.09 Implement the National Aged Care and Disability Reforms and Future Directions Planning

Council Plan initiative:

Continue to implement the National Aged Care and Disability reforms and develop new strategic directions for support of older people and people with disability.

The national aged care and disability reforms will continue to roll-out over 2017 – 2018. The reforms have significant implications for how Yarra residents will be supported, and allows Council to consider what role it can best play in ensuring the wellbeing of people 50+ and people with disability in our municipality.



**Branch** *Aged and Disability Services*

#### Quarterly Milestones

**September** Q1. Review the Commonwealth Government's Future Reform – an integrated care at home program to support older Australians discussion paper and submit a local and regional submission

**December** Q2. Complete the Regional Northern Metropolitan Council Commonwealth Home Support Program Review and report findings, and identified options for Council consideration  
Q2. Finalise support of all eligible clients as they complete phasing-in to the National Disability Insurance Scheme program

**March** Q3. Advocate for continuation of the MetroAccess program for the year 2018-2019  
Q3. Complete community engagement and consultation to inform Council's future directions decision-making process

**June** Q4. Continue transition of the Linkages Case Management program to the Home Care Packages program as determined by the Commonwealth Government  
Q4. Finalise the analysis of options and present recommendations to Council on its future role in aged care service delivery, and strategic directions for supporting our 50 yrs + residents and people with disability

**Quarterly Progress** Northern Region Metropolitan councils Commonwealth Home Support Program Review completed and findings and options presented to Council for consideration in December 2017. Public report to be provided at the Council meeting in February 2018.

February 08, 2018

Page 10 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

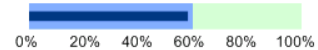
### 2017/18 Annual Plan Quarterly Progress Report December

All eligible clients supported in the transition process and to date 113 clients have been assessed by the National Disability Insurance Authority with 86 clients transitioned, 4 clients currently in transition and 23 clients assessed as ineligible.

#### 1.10 Promote community connection and wellbeing

Council Plan initiative; Continue to provide a range of services and work collaboratively with external groups to improve the health and wellbeing of the Yarra community.

Council plays a key role in contributing to community health and wellbeing through the provision of services, programs, facilities and initiatives in leisure, libraries, family, youth and children's, aged and disability, arts and culture and social policy and research to support participation, community connectedness and resilience.



**Branch** *Library Services*

##### Quarterly Milestones

<b>September</b>	Q1. Provide opportunities for community members to meet, socialise and develop by: providing access to affordable and appropriate community facilities Q1. Run targeted events and programs promoting health, life-skills and life-issues via Yarra Libraries
<b>December</b>	Q2. Promote programs and services aimed at increasing participation at Councils Leisure facilities by the CALD and at risk sections of the community
<b>March</b>	Q3. Collaborate on a number of community events that will promote the health, wellbeing, development and social inclusion of children, youth and their families via the Family Youth and Children's services branch
<b>June</b>	Q4. Support attendance at Live Music events for people of all abilities, through the facilitation of the Band Mates Project
<b>Quarterly Progress</b>	The Library ran the following programs on Health and Wellbeing this quarter with 675 attendances:
<b>Comments</b>	55+ Pilates Taster, Qigong, Introduction to drawing, Physical movement workshops for 50+, Know Your Rights sessions, Resume Rescue one on one session, Resume rescue – Group session of Key selection criteria, Food Know How sessions, Swing at the Library, Rescope event, Sustainable House Expo, Conversation lounge - Richmond, Conversation Lounge - Carlton, Tea Talk and Tech sessions – Collingwood, Tea Talk and Tech sessions - Fitzroy, Chinese Writers Festival, Chinese Reading Month events, Food family & culture: The Community Grocer, Homelessness in Yarra panel discussion, Collingwood Library clothing swap, Weaving a new life presentation, Living under drone attack and surveillance, Imagining art through technology, Thursday Write-In program, Collage Club.

#### 1.A Other Council Plan Initiative - Participate in key local prevention networks and provide direct support through Family Services team

Work with local and regional partners for greater awareness and intervention to prevent Family Violence

Council will participate in networks including Yarra Family Violence Network and WHIN's Prevention of Violence against women and support associated projects and initiatives and provide support to families experiencing family violence and refer as appropriate.

**Branch** *People, Culture and Community*

##### Quarterly Milestones

<b>September</b>	Q1. Attend meetings, training, events and support relevant projects and initiatives Q1. Referrals made and support provided
<b>December</b>	Q2. Attend meetings, training, events and support relevant projects and initiatives Q2. Referrals made and support provided
<b>March</b>	Q3. Attend meetings, training, events and support relevant projects and initiatives Q3. Referrals made and support provided
<b>June</b>	Q4. Referrals made and support provided

February 08, 2018

Page 11 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Q4. Attend meetings, training, events and support relevant projects and initiatives

<b>Quarterly Progress</b>	The individual support team and wider youth services team will provide support, and refer on where necessary to appropriate services, when family violence is suspected
<b>Comments</b>	<p>Signatories to the Building respectful Community Strategy 2017 – 2019 – A strategy for preventing violence against women in the northern metropolitan region of Melbourne</p> <ul style="list-style-type: none"> <li>- Attended two Family Violence Network meetings</li> <li>- Executive member of the MAV PVAW Network</li> <li>- Attended the 'Mate bystander' train-the-trainer training</li> </ul>

#### 1.B Other Council Plan initiative - Utilise Council networks and partnerships to promote gender equity

Promote gender equity through community organisations, local groups and employers  
Council will use networks such as Business Advisory Groups, sporting clubs, community groups, and service providers to promote gender equity

**Branch** *People, Culture and Community*

#### Quarterly Milestones

<b>September</b>	Q1. Promote a number of activities of initiatives through Council's networks and partners
<b>December</b>	Q2. Promote a number of activities of initiatives through Council's networks and partners
<b>March</b>	Q3. Promote a number of activities of initiatives through Council's networks and partners
<b>June</b>	Q4. Promote a number of activities of initiatives through Council's networks and partners
<b>Quarterly Progress</b>	Youth Services had initial meetings with Proud 2 Play, Sport and Rec and Melbourne City FC looking at supporting gender diverse soccer clinics/teams.
<b>Comments</b>	<ul style="list-style-type: none"> <li>- AFL clinic held for young women during July School Holiday Program</li> <li>- Youth services – initiated a womens/gender diverse electronic music program</li> <li>- Delivered Unconscious Bias training to staff</li> <li>- Recruitment of 11 new Family Violence Contact Officers</li> <li>- Executive Endorsement of the Family Violence Organisational Statement</li> <li>- Supporting the rollout of Respectful Relationships curriculum in Yarra schools</li> </ul>

#### 1.C Other Council Plan initiative - Utilise Council networks and partnerships to shape local programs and deliver on the Gender Equity Strategy

Work with local and regional partners to lead work to advance gender equity, prevent violence against women and promote respectful relationships

Continue to take a leadership role by implementing Gender Equity Strategy 2016-2021

Council will liaise or partner with agencies and community groups to support a range of programs, projects or initiatives which promote respectful relationships, gender equity and prevent violence against women.

**Branch** *People, Culture and Community*

#### Quarterly Milestones

<b>September</b>	Q1. Liaise with agencies or community groups to support programs, projects or initiatives
<b>December</b>	Q2. Liaise with agencies or community groups to support programs, projects or initiatives
<b>March</b>	Q3. Liaise with agencies or community groups to support programs, projects or initiatives
<b>June</b>	Q4. Liaise with agencies or community groups to support programs, projects or initiatives
<b>Quarterly Progress</b>	Youth Services partner with Drummond street services in facilitating Queerspace, a safe place for young gender diverse/GLBTIQ people to meet once or twice a month.
<b>Comments</b>	Youth Services engaged with DET Respectful Relationships team to deliver PD to the YYPN in December.

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Call out for young emerging female artists only for next 6 months leading up to International Women's Day to take up residency at Youth Services Block Studios, as part of the Artist in Residence program.

#### 1.D Other Council Plan initiative - Yarra Liquor Forum

Work with local partners and agencies to increase health and education, community partnerships and harm minimisation from the abuse of drugs and alcohol

A forum with VicPol, VCGLR and on premises and off premises liquor retailers.

**Branch** *Social Policy and Research*

##### Quarterly Milestones

**September** Q1. Facilitate quarterly liquor forum in partnership with VicPol  
**December** Q2. Facilitate quarterly liquor forum in partnership with VicPol  
**March** Q3. Facilitate quarterly liquor forum in partnership with VicPol  
**June** Q4. Facilitate quarterly liquor forum in partnership with VicPol

**Quarterly Progress** Liquor Forum held on 5th December. Agenda items included OneMusic music licence review, detection of counterfeit Victoria Drivers Licences, Australia Post digital ID keypass trial in Fitzroy, and updates from Victoria Police and the VCGLR.  
**Comments**

#### 1.E Other Council Plan Initiative - Gambling advocacy

Participate in the Alliance for Gambling Reform and strive to be a pokie free municipality through advocacy to state government

**Branch** *Social Policy and Research*

##### Quarterly Milestones

**September** Q1. Submission on the Guidelines for Cashless Gaming (VCGLR)

**Quarterly Progress** Submission completed and forwarded to Victorian Commission for Gambling and Liquor Reform.  
**Comments**

#### 1.F Other Council Plan initiative - Homelessness outreach

Continue to deliver effective homelessness outreach in the municipality with partnering agencies

Collaboration with inner-city municipalities will be a key to maintaining a compassionate response to people experiencing primary homelessness. This collaboration will occur in such ways as participating in any council networks, sharing of information or joint projects

**Branch** *People, Culture and Community*

##### Quarterly Milestones

**September** Q1. Participate in inter-council networks  
**December** Q2. Participate in inter-council networks  
**March** Q3. Participate in inter-council networks  
**June** Q4. Participate in inter-council networks

**Quarterly Progress** Monthly meetings of the Melbourne Metro Rooming House Network  
**Comments** Convened bi-monthly Yarra Housing & Homelessness Network meetings

Monthly meetings of the NEMA Responding to people sleeping rough in extreme weather working group

February 08, 2018

Page 13 of 67



## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Attended meetings of IMAP Homelessness Response group

Attended quarterly Justice Access Advisory Group meeting

Met with Melbourne City Council coordinator of homelessness services

Met with Launch Housing manager of homelessness services

#### 1.G Other Council Plan initiative - Promote volunteering opportunities in Yarra

Encourage volunteering through community organisations, council's libraries and other services

Most community organisations in Yarra rely on volunteers and Council can support these groups in promoting their volunteer positions. This promotion can occur via Council's website, social and print media and other methods such as speaking at networks.

**Branch** *People, Culture and Community*

##### Quarterly Milestones

**September** Q1. Promote volunteering opportunities in Yarra through a variety of mediums

**December** Q2. Promote volunteering opportunities in Yarra through a variety of mediums

**March** Q3. Promote volunteering opportunities in Yarra through a variety of mediums

**June** Q4. Promote volunteering opportunities in Yarra through a variety of mediums

**Quarterly Progress** Council continues to promote volunteering opportunities through its website, key external networks and events, and direct contact with customers.

**Comments**

#### 1.H Other Council Plan initiative - Annual Grants Program

Continue to support community led activities through provision of community grants and in kind support

The Annual Grants program provides funding and in kind support to projects that are led by the community to address a myriad of local social issues. This program funds activities through a variety of streams and applications are assessed under set criteria.

**Branch** *People, Culture and Community*

##### Quarterly Milestones

**September** Q1. Receive applications for the 2018 Annual Grants Program

**December** Q2. Council endorse 2018 Annual Grants

**March** Q3. Distribute funding to successful Annual Grant recipients

**June** Q4. Endorse Initiation report of 2019 Annual Grants program

**Quarterly Progress** The 2018 Annual Grant program was endorsed by Council in October.

**Comments**

#### 1.I Other Council Plan initiative - Arts, culture and venues program

Continue to deliver and support a range of community activities, events and festivals

Council will deliver a range of direct and indirect services for the community that are underpinned by community development principles.

**Branch** *Arts, Culture and Venues*

##### Quarterly Milestones

February 08, 2018

Page 14 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

<b>September</b>	Q1. Promote Council's resources for the community through venues, direct support and facilitation.
<b>December</b>	Q2. Support community activities, events and festivals through the awarding of community grants.
<b>March</b>	Q3. Promote and encourage community groups to apply for community grants and use community facilities.
<b>June</b>	Q4. Facilitate and directly produce a range of activities identified annually
<b>Quarterly Progress Comments</b>	<p>2018 arts and culture community grants were awarded to: 7 festivals and events, 3 community arts, 7 arts development and 1 Richmond Theatre.</p> <p>These represent a range of arts, culture and community engagement projects to be realised across the municipality in the next 12 months.</p>

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### Highlights and Achievements

**Branch** *Family, Youth and Children's Services*  
**Unit** *Children's Services*

Key work has commenced to increase the quality of the programs for all children's services program. Training was completed with two consultants who were able to reinforce the importance of supervision of and engagement with children. Follow up visits are occurring across all sites with a strong focus on following the National Quality Standards. In the long term we hope for fewer incidents in the program that are avoidable.

restructure of the administration team following a review of the service. Business support teams are in the process of being established along with the review of position descriptions and roles.

**Branch** *Family, Youth and Children's Services*  
**Unit** *Youth and Middle Years*

Youth Services had an information stall at the MHFA Mental Health Week event at Fitzroy Town hall, in October. We were one of many local services in attendance, which allowed attendees the opportunity to discover all the services available to them, and to chat informally to workers.

Consultation began for the Family, Youth and Children's branch new zero to 25 plan. YYS staff surveyed young people across YYS programs, as well as through other services (incl. REACH, Queerspace Youth), and also facilitated an activity at the Children's Week Event which encouraged children to paint what they loved about the City Of Yarra.

Real Industry Job Interviews (RIJI) were held at FTH in October. Several staff from YYS & Council attended to support doing 'mock interviews' with young people from local high schools. Really positive feedback from schools, students and volunteers on the event.

Art of Belonging 'Post With Love' event held in Edinburgh Gardens in October. Run by young people (and supported by YYS & Artful Dodgers, through VicHealth's funded project), the event was an opportunity for young people to come together around the current postal vote on marriage equality.

The presentation event for the 2017 Yarra Soccer Pathways Program – a partnership program between Melbourne City Football Club and City of Yarra – was held on 26 October. Over 100 families, young people and stakeholders attended, including Melbourne City player Osama Malik.

The Graffiti Diversion Program, through the successful grant application from Department of Justice, and in partnership with YSAS, commenced in mid-November. Community consultation re: mural project with North Carlton Scout Group held on 29/11.

Youth Services Unit won the Applause Awards Innovation category for the Youth Peer Leader program.

Event held at Fitzroy Town Hall in November to celebrate the 100th young person graduating the Yarra L2P Program and getting their P-plates. Attended by Cr Fristacky, reps from VicRoads and a number of volunteers (mentors). VicRoads also did media release that week, featuring the 100th young person and her mentor.

Fitzroy Summer Festival held at Atherton Gardens' soccer pitch in November. Hugely successful event, in collaboration with Connie Benn Centre, Yarra Libraries, and several key local stakeholders (incl. VicPol, NJC, FLN, and Acacia Childcare Centre).

One of our young casual workers, Wilson Poni, received a 'highly commended' Victorian Multicultural Award for Excellence in the Youth category for his involvement in local program, I Speak Soccer.

Our two Youth Peer Leaders planned, organised and delivered an 'End of Year Lit Party' for young people at the Yarra Youth Centre. Over 60 young people attended, including many who had not attended YYS programs/services previously.

Held final Yarra Youth Providers Network (YYPN) meeting on Respectful Relationships in Schools. Evaluation feedback on YYPN in 2017 was extremely positive: "Have loved the opportunities this network

February 08, 2018

Page 16 of 67



## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### Highlights and Achievements

provides for learning and professional development"; "Great way to meet other professionals in the sector and build relationships".

Joining the Dots program finished after two rounds of 3-year Investing in Community Grants. Formal evaluation being finalised, but very positive feedback on how it's improved relationships between primary and secondary schools, strengthened knowledge about school-family partnerships, and helped young people through transition.

February 08, 2018

Page 17 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### 2. An inclusive Yarra

a place where...Inclusion, diversity and uniqueness are welcomed, respected and celebrated

Identity was a passionate and recurring theme throughout community consultation for the Council Plan. Our community values its diversity. Creating a safe place where people of all ages, genders, sexualities, abilities, cultures and backgrounds feel welcome and connected is a priority for Council.








#### Strategies

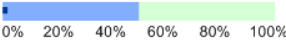
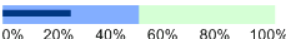

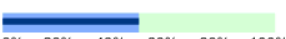
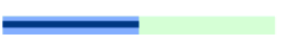
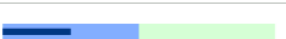


Council's work to achieve this Strategic Objective will include the following strategies :

- 2.1 Build resilience by providing opportunities and places for people to meet, be involved in and connect with their community Continue to create a resident-friendly city that reduces isolation, improves access to the built environment and builds social connections.
- 2.2 Remain a highly inclusive Municipality, proactive in advancing and advocating for the rights and interests of specific groups in the community and community issues Encourage greater social cohesion and participation through volunteer initiatives and community development activities.
- 2.3 Continue to be a local government leader and innovator in acknowledging and celebrating Aboriginal history and culture in partnership with Traditional Owners Deliver Council services that meet community priorities and needs .
- 2.4 Acknowledge and celebrate our diversity and people from all cultural backgrounds.
- 2.5 Support community initiatives that promote diversity and inclusion.

The following actions are being undertaken in 2017/18 to work toward achieving Council's strategic objective of An inclusive Yarra.

#### Action Progress Summary

-  At least 90% of action target achieved
-  Between 75 and 90% of action target achieved
-  Less than 75% of action target achieved
-  Not Started
-  Completed
-  Target
-  % Complete

Action	Start Date / End Date							
2.01 Develop a Volunteer Strategy	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
2.02 Develop Human Rights Charter	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
2.03 Stolen Generations Marker project	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
2.04 Implement Aboriginal Partnership Plan	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
2.05 Implement Multicultural Partnerships Plan 2015-18	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
2.06 Develop LGBTIQ Strategy	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
2.07 Develop new Positive Aging Strategy and Action Plan	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
2.08 Develop new Access and Inclusion Strategy and Action Plan	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%

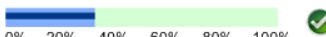
February 08, 2018

Page 18 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Action	Start Date							
	/ End Date							
2.09 Develop Public Spaces policy	01/07/17							
	30/06/18		0%	20%	40%	60%	80%	100%



February 08, 2018

Page 19 of 67

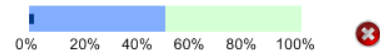
## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

#### 2.01 Develop a Volunteer Strategy

Council Plan initiative:  
Develop and adopt a Volunteer Strategy.

A volunteer strategy will be developed by consultation and engagement with stakeholders. A draft strategy will be presented to Council. A Volunteer Strategy will provide clear direction for Council in how it supports volunteering in Yarra.



**Branch** People, Culture and Community

##### Quarterly Milestones

**September** Q1. Investigate other local government Volunteer Strategies  
**December** Q2. Commence consultation with stakeholders  
**March** Q3. Complete consultation with stakeholders  
**June** Q4. Complete Draft Volunteer Strategy

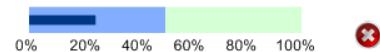
**Quarterly Progress** Investigation of other volunteer strategies has been extended to December 2017

##### Comments

#### 2.02 Develop Human Rights Charter

Council Plan initiative:  
Investigate developing a Council social justice/human rights charter to better articulate council's commitment.

The development of a Human Rights Charter for Council will provide an over-arching commitment to human rights which will then inform everything Council does. The charter will be developed in consultation and engagement with stakeholders.



**Branch** People, Culture and Community

##### Quarterly Milestones

**September** Q1. Discuss and investigate other local government Human Rights Charters  
**December** Q2. Commence consultation with stakeholders  
**March** Q3. Complete consultation with stakeholders  
**June** Q4. Complete Draft Human Rights Charter

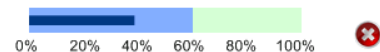
**Quarterly Progress** Officers are in the process of doing a desktop review of other local government human rights and social justice charters, and where they sit within their respective Councils.

**Comments** A project plan is also being drafted. Investigation of other Human Rights Charters has been extended to December 2017.

#### 2.03 Stolen Generations Marker project

Council Plan initiative:  
Complete the Stolen Generations Marker project in partnership with the local aboriginal community.

Yarra is deeply proud of its connection to the Aboriginal community and its commitment to reconciliation. The Stolen Generations Marker is a project initiated by the Aboriginal Advisory Group which leads Council to commissioning a public artwork to remember the Stolen Generations. It is imperative that the Aboriginal community and in particular members of the Stolen Generation have ownership of the process from beginning to end.



**Branch** People, Culture and Community

##### Quarterly Milestones

February 08, 2018

Page 20 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

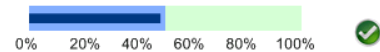
### 2017/18 Annual Plan Quarterly Progress Report December

<b>September</b>	Q1. Secure funding for the project Q1. Select artist
<b>December</b>	Q2. Finalise artwork design
<b>March</b>	Q3. Fabricate artwork
<b>June</b>	Q4. Install and launch the Stolen Generations Marker
<b>Quarterly Progress</b>	Expression of interest process to select an artist was unsuccessful, instead an artist has been commissioned to produce a concept design.
<b>Comments</b>	Funding for the project has been secured through the 2017/18 budget process, supplemented by other fund raising activities.

#### 2.04 Implement Aboriginal Partnership Plan

Council Plan initiative:  
Implement the Aboriginal Partnership Plan.

The Aboriginal Partnerships Plan sets out Council's commitment and work with the Aboriginal and Torres Strait Islander community. Council is seen as a leader, not only in its programs, but also in its commitment to social justice and the way it approaches issues, opens discussion, and listens to the community. Council will continue to implement its Aboriginal Partnerships Plan through annual action plans endorsed by Council.



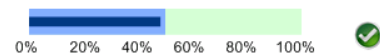
**Branch** *People, Culture and Community*

##### Quarterly Milestones

<b>September</b>	Q1. Continue implementation of the Aboriginal Partnerships Action Plan 2017
<b>December</b>	Q2. Continue implementation of the Aboriginal Partnerships Action Plan 2017
<b>March</b>	Q3. Continue implementation of the Aboriginal Partnerships Action Plan 2017
<b>June</b>	Q4. Continue implementation of the Aboriginal Partnerships Action Plan 2017
<b>Quarterly Progress</b>	The following Aboriginal Partnerships Action Plan 2017 activities have been undertaken; - January 26th project: council resolutions are in progress for implementation, including planning an event to mark January 26th, developing an information sheet for CALD communities to be translated, and holding inter-Council meetings to share resources and information on changing how Jan 26 is celebrated.
<b>Comments</b>	- Stolen Generations marker project continues to progress, including holding a fundraiser on 2 December.  - Relationships with key Aboriginal community groups and leaders continues to be maintained, assisting with the development of the fourth year action plan of the APP.

#### 2.05 Implement Multicultural Partnerships Plan 2015-18

The implementation of the Multicultural Partnerships Plan is Council's primary way to acknowledge and promote the contribution to Yarra that people from culturally, linguistically and religiously diverse backgrounds have made. Council will continue to implement its Multicultural Partnerships Plan through annual action plans endorsed by Council.



**Branch** *People, Culture and Community*

##### Quarterly Milestones

<b>September</b>	Q1. Continue implementation of the Multicultural Partnerships Action Plan 2017
<b>December</b>	Q2. Continue implementation of the Multicultural Partnerships Action Plan 2017
<b>March</b>	Q3. Multicultural Partnerships Action Plan 2018 has been endorsed by Council
<b>June</b>	Q4. Continue implementation of the Multicultural Partnerships Action Plan 2018
<b>Quarterly Progress</b>	Yarra Multicultural Advisory group continued to meet, holding a meeting in November 2017.
<b>Comments</b>	Continued promotion of Council Information Pack in languages other than English to Yarra CALD groups.

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Involvement in induction training re cultural diversity and inclusion conducted October and December 2017.

Yarra Settlement Forum meetings held, October and November 2017, with a review and planning meeting held November.

Ongoing support provided to Yarra Interfaith Network, holding their Annual General Meeting in November 2017.

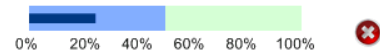
Completion of Anti-vilification project "Stand Together" with a launch held in December 2017. Training for community facilitators held in October, and distribution of resource throughout Oct - December to CALD groups. Distribution is set to continue throughout 2018.

#### 2.06 Develop LGBTIQ Strategy

Council Plan initiative:

Advocate to support social justice and community issues including preventing family violence, LGBTIQ rights and welcoming refugees

Council's LGBTIQ working group will develop a draft LGBTIQ Strategy. The development of this strategy will involve consultation and engagement with stakeholders.



**Branch** *People, Culture and Community*

##### Quarterly Milestones

**September** Q1. Discuss and investigate other local government LGBTIQ Strategies

**December** Q2. Commence consultation with stakeholders

**March** Q3. Complete consultation with stakeholders

**June** Q4. Complete Draft LGBTIQ Strategy

**Quarterly Progress** Officers are in the process of conducting a desktop review of other municipalities LGBTIQ policies and strategies.

**Comments** A project plan is also being drafted. Investigation of other LGGBTIQ strategies has been extended to December 2017.

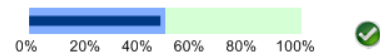
#### 2.07 Develop new Positive Aging Strategy and Action Plan

Council Plan initiative:

Work with the community and other levels of government and advocate to challenge discrimination, and address disadvantage, whether based on income, age, gender, sexuality, cultural background, religion or abilities.

The current Positive Ageing Strategy and Action Plan is due for renewal and with the support of Council's Active Ageing Advisory Group (AAAG), a new strategy and plan will be prepared this year. In the midst of the national aged care reforms, it provides an opportunity to consider strategic directions to ensure our 50+ residents remain engaged, active and independent.

The current strategy and plan is due for renewal and with the support of Council's Disability Advisory Committee (DAC), a new strategy and plan will be prepared this year. In the midst of the national disability care reforms, it provides an opportunity to consider Council's strategic directions to ensure people with disability remain engaged, active and empowered.



**Branch** *Aged and Disability Services*

##### Quarterly Milestones

**September** Q1. Initiate community planning process and seek advice of the Active Aging Advisory Group to guide community consultation and planning.

**December** Q2. Finalise Background Paper, including demographic analysis, current approaches to supporting people to age well, trends and indicative issues.

**March**

February 08, 2018

Page 22 of 67



## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

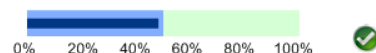
	Q3. Complete community consultation and develop draft Strategic Objectives; Key Themes and proposed actions.
<b>June</b>	Q4. Present the Positive Ageing Strategy / Action Plan 2018 – 2022 for adoption by Council.
<b>Quarterly Progress</b>	The Project Plan has been finalised and the draft provided to Council's Active Ageing Advisory Group (AAAG) for comment/feedback. Community Engagement plan also finalised, with input provided by AAAG. The Background paper has been completed in readiness for the community consultations schedule in February and March 2018. .

#### 2.08 Develop new Access and Inclusion Strategy and Action Plan

Council Plan Initiative:

Work with the community and other levels of government and advocate to challenge discrimination , and address disadvantage, whether based on income, age, gender, sexuality, cultural background, religion or abilities.

The current strategy and plan is due for renewal and with the support of Council's Disability Advisory Committee (DAC), a new strategy and plan will be prepared this year. In the midst of the national disability care reforms, it provides an opportunity to consider Council's strategic directions to ensure people with disability remain engaged , active and empowered.



**Branch** Aged and Disability Services

##### Quarterly Milestones

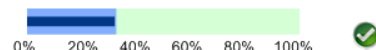
<b>September</b>	Q1. Initiate community planning process and seek advice of the DAC to guide community consultation and planning
<b>December</b>	Q2. Finalise Background Paper, including demographic analysis, current approaches to supporting people with disability to live an ordinary life, trends and indicative issues
<b>March</b>	Q3. Complete community consultation and develop draft Strategic Objectives; Key Themes and proposed actions
<b>June</b>	Q4. Present the Access and Inclusion Strategy / Action Plan 2018 – 2022 for adoption by Council
<b>Quarterly Progress and Comments</b>	Background paper has been completed in readiness for the community consultations schedule in February and March 2018.

#### 2.09 Develop Public Spaces policy

Council Plan initiative:

Implement policies and procedures that enable community groups to conduct events and activities.

Council will provide a one stop shop for event organisers to make event management easier and more transparent to event organisers, to provide Council with an overview of the activities and events across the municipality and to ensure public safety and risk management is sufficiently managed . The one stop shop is a single point of contact for internal and external customers, and provides advice and referral.



**Branch** Arts, Culture and Venues

##### Quarterly Milestones

<b>December</b>	Q2. Invite and assess Expressions of Interest for Major Events
<b>March</b>	Q3. Invite and assess Expressions of Interest for Major Events
<b>June</b>	Q4. Review Events in Public Spaces Policy as part of continuous improvement
<b>Quarterly Progress and Comments</b>	Expressions of Interest for Major Events was open for submissions from 24 November - 23 December for events to be held between June 2018 to May 2019. This includes events for over 1,000 participants and events that require the closure of major roads. Ten submissions were received and will be reviewed in February.

#### 2.A Other Council Plan initiative - Cultural festivals and events

Continue to support cultural festivals and events

February 08, 2018

Page 23 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Council supports several cultural festivals and events mainly through the Community Grants program and in-kind support such as supporting community groups accessing Council and the Victorian Multicultural Commission's grants program. Council also conducts, in partnership with community organisations, major community celebrations to mark Cultural Diversity and Refugee Weeks.

Activities to be undertaken in 2017/18

- Celebrate Cultural Diversity Week
- Celebrate Refugee Week

**Branch** *People, Culture and Community*

#### Quarterly Milestones

**September** Q1. Events and festivals that have been celebrated

**December** Q2. Events and festivals that have been celebrated

**March** Q3. Events and festivals that have been celebrated

**June** Q4. Events and festivals that have been celebrated

**Quarterly Progress Comments** Events and festivals that have been celebrated-More than 20 festivals and events have been supported by Council through the grants program in the first quarter of 2017-2018. These events range from NAIDOC celebrations at Collingwood Children's Farm to the Moon Cake Festival at Atherton Gardens.

#### 2.B Other Council Plan initiative - Festivals and Events Program

Council Plan Initiative:

Continue to support cultural festivals and events

Support the delivery of a range of Council and community led cultural events

Activities to be undertaken in 2017/18

Support the delivery of the following festivals:

- Emerge Festival
- Leaps and Bounds
- Gertrude Projection Festival
- Fringe Festival
- The Village,
- Johnston St Fiesta
- Fairfield Concerts Series
- Lunar New Year
- Irish Festival
- Harvest Festival

**Branch** *Arts, Culture and Venues*

#### Quarterly Milestones

**September** Q1. Support the delivery of: Emerge Festival, Leaps and Bounds, Gertrude Projection Festival

**December** Q2. Support the delivery of: Fringe Festival, The Village, Johnston St Fiesta

**March** Q3. Support the delivery of: Fairfield Concerts Series, Lunar New Year; Irish Festival

**June** Q4. Support the delivery of: Harvest Festival

**Quarterly Progress Comments** The Johnston Street Fiesta presented by the Hispanic-Latin American Festival and Cultural Association , The Village Festival, Rock-A-Bye Baby presented by PBS, Sidesault at the Melba presented by Circus Oz, 5678 Film Club presented by Polyglot Theatre, Tales of the Pebbleverse by Fine Lines, Against the Odds – Women in the Arts Conference presented by Women's Art Register , On the Money Forum, International Day of People with Disability.



## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### 3. A sustainable Yarra

a place where...Council leads on sustainability and protects and enhances its natural environment

As Victoria's first carbon-neutral council, we are proud of our commitment to sustainability. Protecting our natural environment and supporting our community to reduce its environmental footprint will continue to be a priority for Council.

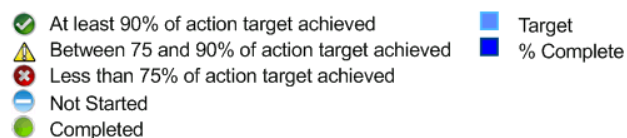
#### Strategies

Council's work to achieve this Strategic Objective will include the following strategies :

- 3.1 Investigate strategies and initiatives to better manage the long term effects of climate change . Continue to identify opportunities to convert road spaces and laneways for parks or improved pedestrian spaces.
- 3.2 Support and empower a more sustainable Council and Community. Advocate to protect green and open spaces on Yarra's public housing estates.
- 3.3 Lead in sustainable energy policy and deliver programs to promote carbon neutral initiatives for the municipality and maintain Council as a carbon neutral organization. Seek to achieve more communal private open space within large developments.
- 3.4 Reduce the amount of waste-to-landfill with a focus on improved recycling and organic waste disposal.
- 3.5 Promote responsible water usage and practices
- 3.6 Promote and facilitate urban agriculture with a focus on increasing scale and uptake in the community.
- 3.7 Investigate strategies and initiatives to improve biodiversity.

The following actions are being undertaken in 2017/18 to work toward achieving Council's strategic objective of A sustainable Yarra.

#### Action Progress Summary



Action	Start Date / End Date	
3.01 Develop Biodiversity Strategy	01/07/17 30/06/18	
3.02 Develop Urban Forest Strategy	01/07/17 30/06/18	
3.03 Embed climate adaptation	01/07/17 30/06/18	
3.04 Reduce energy use and emissions	01/07/17 30/06/18	
3.05 Reduce organic waste	01/07/17 30/06/18	
3.06 Integrate environmental and sustainability policies and strategies	01/07/17 30/06/18	

February 08, 2018

Page 25 of 67

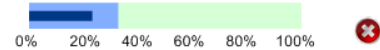
## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

#### 3.01 Develop Biodiversity Strategy

Council Plan initiative:  
Develop and adopt a Biodiversity Strategy .

Over the past year, a biodiversity study was undertaken in the City of Yarra. Council will draw on the research completed as part of the Biodiversity Health Survey to inform a city-wide strategy that will help in preserving and enhancing biodiversity values on public land in the municipality.



**Branch** Recreation and Open Space

##### Quarterly Milestones

**September** Q1. Complete project brief

**December** Q2. Appoint consultants

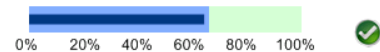
**June** Q4. Complete draft Biodiversity Strategy for presentation to Council

**Quarterly Progress Comments** The Streetscapes and Natural Values team has completed 75% of a Biodiversity Strategy scoping document that forms the basis of a project brief which will be used in the appointment of a consultant to develop the strategy . The scoping document is being developed in conjunction with consultant Practical Ecology.

#### 3.02 Develop Urban Forest Strategy

Council Plan initiative  
Develop an Urban Forest Strategy and implement recommendations to achieve social and environmental outcomes.

Council commenced development of an Urban Forest Strategy in 2016/17. This year Council will finalise and adopt the Urban Forest Strategy. The Strategy will provide broad directions and key principles for the delivery of urban greening initiatives with a particular focus on reducing the impact of the Urban Heat Island effect .



**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

**September** Q1. Present Urban Forest Strategy to Councillor Briefing

**December** Q2. Present Draft Urban Forest Strategy to Council for adoption

**June** Q4. Develop implementation plan

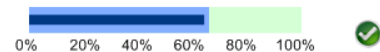
**Quarterly Progress Comments** The Urban Forest Strategy was adopted by Council in September 2017.

**Comments** The Strategy guides Council's long term work to manage Yarra's urban forest , taking into consideration the current context, and the environmental, social and economic benefits trees provide.

#### 3.03 Embed climate adaptation

Council Plan initiative:  
Embed adaptation sustainability across Council decision making processes

In 2016/17 Council introduced a quadruple bottom line tool to inform the assessment of proposed projects to be included in the 2017/18 Budget. This process will be reviewed and, if necessary, improved as part of the preparation and development of the 2018/19 Budget to further embed climate adaptation into Council processes.



**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

**September** Q1. Review and update processes to embed adaptation based on lessons from 2016/17

**December** Q2. Integrate updated embedding adaptation process as part of the project funding request process

**June** Q4. Evaluate outcomes and process

February 08, 2018

Page 26 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

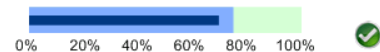
<b>Quarterly Progress Comments</b>	<p>The Award Winning Quadruple Bottom Line Tool has been updated, based on feedback received, for use again in the New Initiative Bid process.</p> <p>A new Adaptation Guidance Tool and Training has been developed for new projects to better understand the potential climate impacts of their project, and develop an appropriate climate adaptation plan for it.</p>
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#### 3.04 Reduce energy use and emissions

Council Plan initiative:

Continue to invest in initiatives to reduce energy use and emissions from Council operations.

Over many years Council has endeavoured to dramatically reduce its energy use and emissions. Previous programs have included the Energy Performance Contract and various capital works programs to install solar panels on many Council buildings. In 2016/17 Council participated in a novel tender process investigating the potential for a new Victorian renewable energy supply to meet Council's energy needs. In 2017/18 Council will consider whether to commit to the project which would commence delivery of energy in 2019.



**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

<b>September</b>	Q1. Council to consider report on Melbourne Renewable Energy Project
<b>December</b>	Q2. Complete installation of Solar Panels project
	Q2. Complete and submit Corporate emissions inventory to claim carbon neutral status for 2016/17
<b>June</b>	Q3. Update Council on status of the MREP project (If Council determines to join project),
<b>Quarterly Progress Comments</b>	<p>Council's carbon neutral organisation claims were again certified under the National Carbon Offset Standard. Every year Council must calculate the total organisational greenhouse gas emissions according to the Standard, including from our buildings, vehicle fuel, street lights, paper and other specified sources. Carbon Neutrality is then achieved by buying certified 'offset' certificates equal to the emissions generated.</p>

For the latest certification year (2016/17) total emissions calculated under the Standard (and thus total offsets purchased) was 12,397 tonnes CO<sub>2</sub>e.

The Certification body has confirmed that Yarra has met all requirement and received a carbon neutral status

Solar panel and battery installations, 6 of the 8 installations have been completed, the final two are near completion following works to ensure safe access.

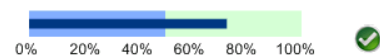
#### 3.05 Reduce organic waste

Council Plan initiatives:

Investigate, implement and promote initiatives to divert organic waste from landfill, and

Reduce volume of kerbside waste collection per capita by behavior change and increase of recycling.

Yarra's Waste and Resource Recovery Strategy has identified the opportunity to potentially significantly reduce landfill costs by removing organic waste from the waste stream. A grant has been sought to assist in purchase of the necessary infrastructure to pilot a potential solution. It is also necessary to investigate how to most successfully engage with the community in adapting to this new waste service.



**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

<b>September</b>	Q1. Brief Council on proposed food organics waste program
<b>December</b>	Q2. Commence collection of food organic waste in pilot program
	Q2. Launch phase 1 of food organic waste pilot program
<b>June</b>	Q4. Evaluate food organic waste pilot program

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

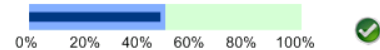
**Quarterly Progress Comments** Since collection started in November we have had a great response average 64% participation and 3% contamination.

#### 3.06 Integrate environmental and sustainability policies and strategies

Council Plan initiative:

Improve integration across environmental and sustainability policies and strategies.

Each year Council can consider the adoption of new strategies. Council has established advisory committees that are able to provide feedback on new strategies. The Yarra Environment Advisory Committee will be invited to provide feedback on any new strategies that are developed



**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

**September** Q1. Complete Home for All Seasons joint project with the HACC  
**December** Q2. Seek feedback from Yarra Environment Advisory Committee on any new Council strategies  
**March** Q3. Confirm integration project to be trialled by Embedding Green Infrastructure Project  
**June** Q4. Seek feedback from Yarra Environment Advisory Committee on any new Council strategies  
**Quarterly Progress Comments** Following adoption of Council Plan, few significant new strategies were being developed and run by the Yarra Environment Advisory Committee (YEAC). YEAC was however the key group which provided a review of Yarra's first Urban Forest Strategy.

#### 3.A Other Council Plan initiative - Sustainable development and living promotion

Council Plan Initiative:

Continue to be a leading Council and Municipality in the field of Environmental Sustainability

**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

**September** Q1. Sustainable House Event  
**December** Q2. Partner with YEF for solar seminar  
**June** Q4. Hold Community Sustainability Awards Event  
**Quarterly Progress Comments** The Keep Victoria Beautiful Sustainable Cities Awards were successfully held at the Collingwood Town Hall on 22 September 2017. Mayor Amanda Stone spoke and welcomed attendees.  
 Yarra City Council and Yarra Energy Foundation (YEF) jointly hosted a residential Integrated Battery & Solar Seminar at Bargoonga Nganjin on Thursday evening (9 Nov). The focus of the evening was to provide information about the emerging area of battery storage and integration with solar PV for Yarra homes. The event was well pitched and attracted large turnout of around 70 people with a great demographic spread and people at different stages of the 'solar journey'.  
 Overall it was a very successful night, highlighting the benefits of running smaller & more targeted events to meet specific community interest points rather than making them too big and capture all. Running the event jointly with YEF was also a great success.

#### 3.B Other Council Plan initiative - Municipal carbon emissions

Promote programs that monitor and reduce emissions across the municipality and strive to achieve carbon neutral status.

**Branch** Sustainability and Strategic Transport

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

#### Quarterly Milestones

<b>September</b>	Q1. Report progress
<b>December</b>	Q2. Complete Municipality Emissions Profile
<b>June</b>	Q4. Develop issues paper on municipal emissions and progress towards carbon neutral target
<b>Quarterly Progress</b>	Councils Municipal Emissions Profile has been completed to the standard required by the Global Covenant of mayors.
<b>Comments</b>	

#### 3.C Other Council Plan initiative - Yarra Energy Foundation

Council Plan Initiative:  
Support the Yarra Energy Foundation

**Branch** *Sustainability and Strategic Transport*

#### Quarterly Milestones

<b>September</b>	Q1. Review YEF 2017-18 Strategic Plan
<b>December</b>	Q2. Council receive briefing report on YEF activities for period Jan-Jun 2017
<b>June</b>	Q4. Council receive briefing report on YEF activities for period Jul - Dec 2017
<b>Quarterly Progress</b>	The YEF Strategy Plan was reviewed and presented to Councilor's via eBulletin on 1 September 2017.
<b>Comments</b>	<p>The plan covers three strategic priorities:</p> <ul style="list-style-type: none"> <li>- Carbon reduction</li> <li>- Engagement and reach</li> <li>- Organisational sustainability.</li> </ul> <p>It includes a description of 14 initiatives across the three priorities, and a quarterly timeline for each of these initiatives.</p>

#### 3.D Other Council Plan initiative - Promote Urban Agriculture

Showcase urban agriculture and support community initiatives in sustainable practices

**Branch** *Sustainability and Strategic Transport*

#### Quarterly Milestones

<b>September</b>	Q1. Participate in Sustainable House event
<b>March</b>	Q3. Hold community planter box workshop
<b>June</b>	Q4. Determine action plan for 2018/19
<b>Quarterly Progress</b>	In celebration of Sustainable House Day, the City of Yarra hosted a Sustainable House Expo on Saturday 16 September at Bargoona Nganjin.
<b>Comments</b>	The Expo provided an opportunity for people to attend presentations and workshops on sustainable living in the home, with a focus on renters. The event ended with a screening of 'Just Eat It – a food waste story'.

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### Highlights and Achievements

**Branch** *Sustainability and Strategic Transport*  
**Unit** *Waste Minimisation and Urban Agriculture*

Council successfully delivered the priority actions in the Waste and Resource Recovery Strategy . The highlights include:

The Food Know How program has evolved into a 5 week Challenge which guides households and the community on the steps of good food planning, shopping, storage, preparation, and composting.

RecycleUs; Councils bin inspection program, Recycle Us, educates and encourage residents to recycling right by given them direct relevant feedback about what is in their recycling and rubbish bin. On average the program has reduced contamination in recycle bin by 20% and reduced resource loss by 10% in the rubbish bin.

MUD Recycling Program, Our program for multi-unit developments produced a new way to engage with buildings and residents with the development of waste and recycling posters that are free for residents to access and download on our website. The program directly engaged with 20 locations per year, ranging in size and scale, from units at Richmond Department of Housing to 500 unit high rise towers.

Yarra's Community Resource Recovery Hubs, Three large outdoor and four indoor hubs (in libraries and neighbourhood houses) have been successful implemented throughout the municipality. These Hubs collect clothes, textiles, homewares, and small electrical items. We have consistently diverted just over 100 tonnes of material per year.

Commercial Shop Recycling Project, Engagement and education around recycling and managing waste better is now integrated into education program. The engagement package included one on one talks, information sheets, internal recycling bins, and stickers for external recycling bins.



## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### 4. A liveable Yarra

a place where... Development and growth are managed to maintain and enhance the character and heritage of the city

With demand for inner city housing increasing, Council is mindful of the importance of balancing the needs of new and existing residents, and ensuring that development does not encroach on the amenity or heritage of our city.








#### Strategies

Council's work to achieve this Strategic Objective includes the following strategies:

- 4.1 Protect Yarra's heritage and neighbourhood character.
- 4.2 Actively plan for Yarra's projected growth and development and advocate for an increase in social and affordable housing.
- 4.3 Plan, promote and provide built form, open space and public places that are accessible to all ages and abilities.
- 4.4 Protect Council assets through effective proactive construction management.
- 4.5 Encourage and promote environmentally sustainable building, urban design, place-making and public realm outcomes.
- 4.6 Provide direction and improve decision making on infrastructure projects through the application of the Strategic Community Infrastructure Framework.
- 4.7 Encourage engagement with the community when developments are proposed.

The following actions are being undertaken in 2017/18 to work toward achieving Council's strategic objective of A liveable Yarra.

#### Action Progress Summary

-  At least 90% of action target achieved
-  Between 75 and 90% of action target achieved
-  Less than 75% of action target achieved
-  Not Started
-  Completed
-  Target
-  % Complete

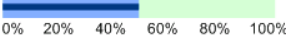









Action	Start Date / End Date	
4.01 Embed Community Infrastructure Planning Framework	01/07/17 30/06/18	<div><div></div></div> <div>0%20%40%60%80%100%</div> <div></div>
4.02 Develop and implement Development Contribution Plan	01/07/17 30/06/18	<div><div></div></div> <div>0%20%40%60%80%100%</div> <div></div>
4.03 Negotiate Joint Use Agreements with Richmond High School	01/07/17 30/06/18	<div><div></div></div> <div>0%20%40%60%80%100%</div> <div></div>
4.04 Implement Heritage Strategy 2015-18	01/07/17 30/06/18	<div><div></div></div> <div>0%20%40%60%80%100%</div> <div></div>
4.05 Review Heritage Strategy	01/07/17 30/06/18	<div><div></div></div> <div>0%20%40%60%80%100%</div> <div></div>
4.06 Develop Yarra Housing Strategy	01/07/17 30/06/18	<div><div></div></div> <div>0%20%40%60%80%100%</div> <div></div>
4.07 Develop Social and Affordable Housing Strategy	01/07/17 30/06/18	<div><div></div></div> <div>0%20%40%60%80%100%</div> <div></div>
4.08 Re-write Yarra Planning Scheme	01/07/17 30/06/18	<div><div></div></div> <div>0%20%40%60%80%100%</div> <div></div>

February 08, 2018

Page 31 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Action	Start Date / End Date								
4.09 Seek planning controls for Queens Parade, North Fitzroy	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%	
4.10 Prepare a built form analysis as part of the preparation of structure plans for major activity centres	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%	
4.11 Develop Activity Centre Structure Plans	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%	
4.12 Alphington Paper Mill site development	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%	
4.13 Understanding Planning in Yarra	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%	



## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

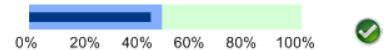
#### 4.01 Embed Community Infrastructure Planning Framework

Council Plan initiative:

Embed and integrate the Strategic Community Infrastructure Planning Framework in Council planning and decision making.

Following the endorsement of the Community Infrastructure Planning Policy and Strategic Community Infrastructure Framework (SCIF), Council will work on embedding the SCIF in planning and decision making processes.

Work commenced on the Community Infrastructure Plan (CIP), incorporating ten neighbourhood infrastructure plans in 2016/17. Five plans have been completed and the CIP will be presented to Council for endorsement. The remaining five neighbourhood plans will be completed this year.



**Branch** Corporate Planning and Performance

##### Quarterly Milestones

<b>September</b>	Q1. Complete Community Infrastructure Plan (including the first five neighbourhoods)
<b>December</b>	Q2. Complete remaining five neighbourhood infrastructure plans Q2. Present Community Infrastructure Plan (including first five neighbourhoods) to Council for endorsement
<b>March</b>	Q3. Present Community Infrastructure Plan (including remaining five neighbourhoods) to Council for endorsement Q3. Report to Executive on processes the SCIF informs
<b>June</b>	Q4. Commence implementation of process changes as agreed by Executive
<b>Quarterly Progress Comments</b>	The Community Infrastructure Plan (CIP) Stage 1 (including the first five neighbourhoods) was adopted by Council in October 2017. Work is progressing on Stage 2 (remaining five neighbourhoods) and will be finalised once population projections have been updated and harmonised between Stage 1 and Stage 2. Population forecasts by Forecast.id using Census data 2016 won't become available until May 2018 at the earliest.

Forecast.id prepares these forecasts for Council using advice provided by our Strategic Planning Branch.

The Strategic Planning Branch are preparing a Housing Strategy, and this won't be ready until April-May 2018. This information became available in December 2017.

This delay impacts the delivery of the SCIF. As alternative the SCIF will be informed by Pitney Bowes forecasts. The detail of these forecasts is limited to larger age cohorts within each neighbourhood.

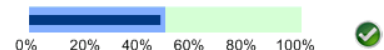
So that there is consistency between Stage 1 and 2 of the SCIF, Stage 1 has been reworked so that it displays Pitney Bowes Forecasts using the most recent Census data.

#### 4.02 Develop and implement Development Contribution Plan

Council Plan initiative:

Progress a Planning Scheme amendment to implement a Development Contribution Plan.

Council will prepare a Planning Scheme Amendment to implement a Development Contributions Plan (DCP). A DCP will be used to collect payments towards the provision of infrastructure triggered by new development. Contributions will assist with the cost of providing roads, drainage, open space and community infrastructure to respond to the needs of a growing population.



**Branch** Office of the Director Planning and Place Making

##### Quarterly Milestones

<b>September</b>	Q1. Continue to prepare draft Development Contribution Plan
<b>December</b>	Q2. Report to Council on draft Development Contributions Plan to seek 'authorisation' by DELWP for public exhibition

February 08, 2018

Page 33 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

<b>March</b>	Q3. Prepare for Panel hearing
<b>June</b>	Q4. Report to Council on Planning Panel report
<b>Quarterly Progress</b>	A report seeking authorisation of the Development Contributions Plan by DELWP was presented to Council in November 2017. Council adopted the recommendation. In December 2017 the Development Contributions Plan was formally submitted to DELWP for authorisation to enable the public exhibition process to occur.
<b>Comments</b>	

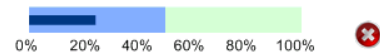
#### 4.03 Negotiate Joint Use Agreements with Richmond High School

Council Plan initiative:

Campaign for appropriate joint use agreements for shared use community facilities as part of the Richmond High School project.

The new Richmond High School, in the Richmond Town Hall Precinct, will commence operation in 2018 for Year 7 students. There is a need to facilitate community use of the school grounds and for the school to be able to use some Council facilities subject to certain provisions.

Council will work with the Department of Education and Training to develop a Joint Use Agreement for community facilities as part of the Richmond High School project.



**Branch** Office of the Director Planning and Place Making

##### Quarterly Milestones

<b>September</b>	Q1. Commence discussions with school principal
<b>December</b>	Q2. Commence drafting Joint Use Agreement
<b>March</b>	Q3. Advocate draft Joint Use Agreement to DET
<b>June</b>	Q4. Seek DET approval for Joint Use Agreement

**Quarterly Progress** Council has discussed the opportunity for joint use agreements with the Richmond High School Principal, who has indicated he is supportive in principle of developing these, and that the specifics will be determined as the needs and operations of the school are better understood.

#### 4.04 Implement Heritage Strategy 2015-18

Council Plan initiative:

Strengthen the protection of Yarra's heritage through the planning scheme, education, and resource provision.

Council is committed to protecting and enhancing the City's unique heritage. The Heritage Strategy 2015-18 sets out the framework within which Council seeks to address the challenges and opportunities presented by Yarra's tangible and intangible heritage.

Council is progressively implementing its Heritage Strategy 2015-18 and adopted implementation plan.



**Branch** CEO Office

##### Quarterly Milestones

<b>September</b>	Q1. Commence oral history background report identifying priorities and methodology
<b>December</b>	Q2. Review content of 17 existing heritage walks
	Q2. Finalise heritage oral history report
	Q2. Commence preparations for improved fact sheets promotions regarding Yarra heritage
<b>June</b>	Q4. Complete format and platform for at least five heritage walks

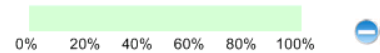
**Quarterly Progress** The oral history background report identifying priorities and methodology has commenced.

#### 4.05 Review Heritage Strategy

The existing Heritage Strategy 2015-18 sunsets during the council term. Council will review and prepare a new Heritage Strategy and Action Plan which will commence in 2018.

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December



**Branch** CEO Office

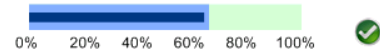
#### Quarterly Milestones

**March** Q3. Scope the review of the Heritage Strategy  
**June** Q4. Commence the review of the Heritage Strategy  
**Quarterly Progress** Project scheduled to commence in quarter 3.  
**Comments**

#### 4.06 Develop Yarra Housing Strategy

Council Plan initiative:  
 Prepare a Housing Strategy to manage residential growth .

A housing Strategy will assist Council to engage with the State Government on growth in Melbourne . It is also a fundamental aspect to underpin the re-write of the Yarra Planning Scheme. The Strategy will assist Council in seeking to manage residential growth.



**Branch** City Strategy

#### Quarterly Milestones

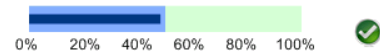
**September** Q1. Brief Councillors on draft policy directions and consultation  
**December** Q2. Complete draft strategy  
**March** Q3. Present draft strategy to Council.  
**Quarterly Progress** Early draft completed, capacity testing to be completed in Jan / Feb 2018 and draft strategy to be presented to Council next quarter.  
**Comments**

#### 4.07 Develop Social and Affordable Housing Strategy

Council Plan initiative:  
 Advocate to federal and state governments through Yarra IMAP . MAV, ISMMF, VLGA on affordable and community housing .

Through Council Plans and other strategic documents, Council has expressed its commitment to maintain and support a socially, economically and culturally diverse community. This commitment is further evidenced by the financial support it has provided to the community housing sector, its resolute pursuit of affordable housing outcomes at major development sites and strategic advocacy to state and commonwealth governments.

In 2017/18, a Policy Guidance Note will be published so that property development applicants, and other interested parties, can understand Council's expectations relating to affordable housing outcomes at significant redevelopment sites. A broader Social and Affordable Housing strategy, encompassing strategic directions for Council through its roles as a planning authority and advocate, will be developed.



**Branch** Social Policy and Research

#### Quarterly Milestones

**September** Q1. Council endorse Policy Guidance Note: Affordable Housing in Private Developments  
**December** Q2. Launch Policy Guidance Note and promote to stakeholders  
**March** Q3. Seek Council endorsement for public consultation on Draft Social and Affordable Housing Strategy  
**June** Q4. Council endorse the Social and Affordable Housing Strategy

## Attachment 3 - December 2017 Annual Plan Progress Report

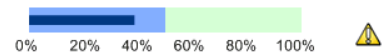
### 2017/18 Annual Plan Quarterly Progress Report December

<b>Quarterly Progress Comments</b>	The Policy Guidance Note: Affordable Housing in Significant Developments went to Council in October and was approved for public exhibition. SPR facilitated a stakeholder consultation session on two affordable housing topics – i.e. the policy note and positions on DHHS renewal. The Note was updated post consultation and was endorsed by Council in October and published on Council's website.
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#### 4.08 Re-write Yarra Planning Scheme

Council Plan Initiative:  
Complete the re-writing of policies in the Yarra Planning Scheme

Council is required to review its Planning Scheme each four years. The review has been completed and Council now needs to re-write an updated Yarra Planning Scheme with particular regard to the State Government's Metropolitan strategy known as Plan Melbourne. Solid strategic justification is required on a number of key aspects to underpin the re-write. The re-write will be completed this year and the statutory amendment process will commence.



**Branch** City Strategy

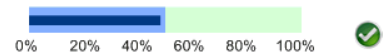
##### Quarterly Milestones

<b>September</b>	Q1. Continue preparation of draft policy material
<b>December</b>	Q2. Continue preparation of draft policy material
<b>March</b>	Q3. Brief Council on draft scheme structure and policies
<b>June</b>	Q4. Prepare report to Council to seek authorisation of amendment for exhibition
<b>Quarterly Progress Comments</b>	Preparation of the draft policy material is progressing, the initial structure and content has been prepared. A briefing of Council will take place during the third quarter.

#### 4.09 Seek planning controls for Queens Parade, North Fitzroy

Council Plan initiative:  
Prepare a Planning Scheme amendment seek permanent Development and Design Overlay controls for Queens Parade, North Fitzroy.

Council has worked to seek planning controls for the Queen's Parade precinct. Further work is now required which will include preparation of a Planning Scheme amendment to introduce new planning controls for Queens Parade.



**Branch** City Strategy

##### Quarterly Milestones

<b>September</b>	Q1. Finalise built form analysis and draft amendment
<b>December</b>	Q2. Report to Council to seek authorisation of the planning scheme amendment for exhibition
<b>March</b>	Q3. Exhibit amendment subject to receiving authorisation by Minister for Planning
<b>June</b>	Q4. Seek Planning Panel to consider submissions subject to decision by Minister for Planning
<b>Quarterly Progress Comments</b>	The draft amendment documents to seek authorization of the planning scheme amendment were presented to Council in December.

#### 4.10 Prepare a built form analysis as part of the preparation of structure plans for major activity centres

Council Plan initiative:  
Prepare a built form analysis as part of the preparation of structure plans for major activity centres.

In order to seek to manage development pressure in the City and to be able to prepare key aspects of the Yarra Planning Scheme re-write Council will undertake built form analysis studies of the major shopping centre areas (and environs). The built form analysis studies will inform the preparation of Structure Plans.



**Branch** Office of the Director Planning and Place Making

February 08, 2018

Page 36 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### Quarterly Milestones

<b>September</b>	Q1. Complete studies for Swan Street, Richmond, Queens Parade North Fitzroy and Johnston Street, Abbotsford (revisions)
<b>December</b>	Q2. Complete studies for Brunswick Street and Smith Street; Victoria Street and Bridge Road
<b>Quarterly Progress</b>	Swan Street built form analysis completed and a request made to the Minister for Planning in November for a planning scheme amendment authorisation (Am C191). Council is awaiting Ministerial authorisation to prepare and exhibit a planning scheme amendment.
<b>Comments</b>	

The Queens Parade and Johnston Street analysis and planning scheme amendments were completed and presented to Council.

Johnston Street, Abbotsford – Amendment C220 currently on exhibition

The urban design analysis component of the Bridge Road /Victoria Street and Brunswick/Smith streets studies has been progressed and presented to councillors. The heritage assessment and report for Bridge Road /Victoria Street has been drafted.

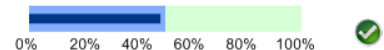
#### 4.11 Develop Activity Centre Structure Plans

Council Plan initiative:

Continue to develop structure plans for Yarra's major activity centres which build on the unique character of each precinct.

In order to seek to best manage development pressures it is important to develop structure plans for the main activity centres. This requires solid analysis on a number of key land use, transport and development matters. Structure Plans will begin to be developed once these important preliminary studies are completed.

Swan Street major activity centre already has an adopted Structure Plan. Council's priority this year is to develop Structure Plans for the Brunswick Street, Smith Street, Victoria Street and Bridge Road major activity centres.



**Branch** City Strategy

### Quarterly Milestones

<b>September</b>	Q1 Commence Structure Plan scoping
<b>December</b>	Q2. Continue Structure Plan scoping
<b>March</b>	Q3. Prepare background material for Structure Plans
<b>June</b>	Q4. Prepare draft Structure Plans
<b>Quarterly Progress</b>	The structure plans have been scoped and work will commence on them later this year. Consultants will be engaged for that exercise.
<b>Comments</b>	

#### 4.12 Alphington Paper Mill site development

Council Plan initiative:

Implement the 2016 approved development plan for the former Alphington Paper Mill (AMCOR) site.

The Alphington Paper Mill site is a 16.5 hectare parcel of land located on the corner of Heidelberg Road and the Chandler Highway and extending down to the Yarra River. The site is set to be developed into a major residential precinct with shops, offices, open spaces and community facilities.

On 2 December 2015, Yarra City Council unanimously approved the revised Development Plan for the Alphington Paper Mill subject to conditions including extra protections for the Yarra River frontage and the establishment of a community reference group.

This year Council will implement the Development Plan through statutory approval processes and infrastructure approvals.

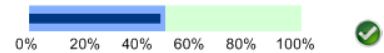
February 08, 2018

Page 37 of 67



## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December



**Branch** Office of the Director Planning and Place Making

#### Quarterly Milestones

<b>September</b>	Q1. Assess planning permit applications and civil work proposals against the provisions of the Development Plan
<b>December</b>	Q2. Assess planning permit applications and civil work proposals against the provisions of the Development Plan
<b>March</b>	Q3. Assess planning permit applications and civil work proposals against the provisions of the Development Plan
<b>June</b>	Q4. Assess planning permit applications and civil work proposals against the provisions of the Development Plan
<b>Quarterly Progress</b>	Development is occurring in stages with several planning applications within the main activity centre under assessment. Engineering and design concepts for Parkview Road and the proposed main street have been approved as well as drainage works.
<b>Comments</b>	

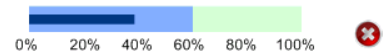
#### 4.13 Understanding Planning in Yarra

Council Plan initiative:

Facilitate community dialogue to assist the community's understanding of Council's role, responsibility and limitations in delivering planning and development outcomes.

All Councils administer a Planning Scheme in their municipal district that are framed within the Victorian Planning Provisions. The Victorian Planning Provisions limit the content of the Planning Scheme and Council's ability to change it.

Council will work to inform the community of the limitations that apply to the municipality regarding planning provisions and controls to facilitate better understanding of the Victorian Planning Provisions.



**Branch** Statutory Planning

#### Quarterly Milestones

<b>September</b>	Q1. Include a planning feature in Yarra News
<b>December</b>	Q2. Prepare communications plan to promote an improved understanding of the Victorian Planning System to the community Q2. Finalise communications plan for the heritage strategy implementation
<b>March</b>	Q3. Publish second planning feature in Yarra News
<b>June</b>	Q4. Continue to roll out material and information to assist the community understanding of planning matters in Yarra and limitations on Council
<b>Quarterly Progress</b>	A feature on Planning Ahead for Housing and Jobs appeared in the September/October Yarra news. While this focus was more about strategic work currently underway it also focused on the planning space in Yarra and provided links to finding out more about Yarra.
<b>Comments</b>	A forum for resident action groups was held in mid November providing and outline of the strategic work program and status of that work.

#### 4.A Other Council Plan initiative - Encourage community engagement in Major Planning Applications

Encourage pre-application engagements between developers and the community on major projects.

Good practice in statutory planning proposals is for the applicant to talk to neighbours first to gather an appreciation of sensitive matters and to then undertake an Urban Design Analysis and Site Analysis. It is useful for applicants of major projects to also engage with local community groups before lodging any planning application as part of their considerations.

Further it is important to enable access to information about Major Planning Applications through use of the website and public information sessions.

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

**Branch** Statutory Planning

### Quarterly Milestones

<b>September</b>	Q1. Number of Major Applications advertised on the website and public information sessions held. Q1. Encouragement of applicants of major projects to consult local community groups prior to lodgement
<b>December</b>	Q2. Number of Major Applications advertised on the website and public information sessions held. Q2. Encouragement of applicants of major projects to consult local community groups prior to lodgement
<b>March</b>	Q3. Number of Major Applications advertised on the website and public information sessions held. Q3. Encouragement of applicants of major projects to consult local community groups prior to lodgement
<b>June</b>	Q4. Number of Major Applications advertised on the website and public information sessions held. Q4. Encouragement of applicants of major projects to consult local community groups prior to lodgement
<b>Quarterly Progress Comments</b>	<p>Officers advocate for this process to occur, however there is no requirement for this to occur through the planning system.</p> <p>No developer chose to take this up this quarter. in the previous quarter the developers for the former GTV9 site agreed to consult with the community prior to lodging an amendment to their development plan. Two sessions were held in October.</p> <p>The following Major applications were advertised on the website and had public information sessions:</p> <p>October</p> <ul style="list-style-type: none"> <li>No public information sessions held</li> </ul> <p>November</p> <ul style="list-style-type: none"> <li>PLN17/0588 – 65 Cambridge Street, Collingwood</li> <li>PLN17/0535 – 20 – 30 Mollison Street, Abbotsford</li> </ul> <p>December</p> <ul style="list-style-type: none"> <li>PLN17/0618 – 27 – 45 Best Street &amp; 102 – 114 Scotchmer Street, Fitzroy</li> </ul>

### 4.B Other Council Plan initiative - Advocate for Environmentally Sustainable Design

Advocate for stronger environmentally sustainable design planning requirements to be implemented via Sustainable Design Assessment in the Planning Process.

Council receives many planning applications each year and over the past few years, officers have encouraged applicants to include Environmentally Sustainable Design (ESD) in proposals. In conjunction with some other Councils, an interim inclusion of ESD provisions has been included in the Yarra Planning Scheme by the Minister for Planning. These interim provisions need to be extended or made permanent. Council will continue to advocate for stronger Environmentally Sustainable Design controls included within the Planning Scheme.

**Branch** Statutory Planning

### Quarterly Milestones

<b>September</b>	Q1. Gain an extension on new ESD Local Policy clause 22.17 until 2019 Q1. Commence work on five new ESD fact sheets
<b>December</b>	Q1. Continue to engage and advocate for new state based ESD provisions. Q2. Continued work on five new ESD fact sheets
<b>March</b>	Q2. Continue to engage and advocate for new state based ESD provisions Q3. Continued work on five new ESD fact sheets

February 08, 2018

Page 39 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

<b>June</b>	Q4. Complete five new ESD fact sheets
<b>Quarterly Progress</b>	Editing of 3 fact sheets is nearing completion (Daylight, Natural Ventilation & Glazing (Facades)
<b>Comments</b>	Aiming to have these complete for publication first quarter 2018.  Two further fact sheets are still in preliminary draft form.  Yarra continues to work with DEWLP and the State Government to develop a state-wide ESD policy. We continue monitoring and reporting of our ESD Local Policy and participate in regular meetings and workshops with DEWLP. State ESD Policy is still expected to be complete June 2019.  Yarra takes a leadership role in the Council Alliance for a Sustainable Built Environment (CASBE) , supporting the consistent and widespread adoption of our ESD Local Policy, the Built Environment Sustainability Scorecard (BESS) tool and our ESD best practice standards. These have now rolled out to over 21 Victorian Councils currently.

#### 4.C Other Council Plan initiative - Deliver Capital works program

Deliver a capital works program that caters for current and future needs.

Activities to be undertaken in 2017/18

- Monitor and report on delivery of Council's \$30 million 2017/18 Capital Works Program

**Branch** *Building and Asset Management*

#### Quarterly Milestones

<b>September</b>	Complete 10% Capital Works program
<b>December</b>	Complete 25% Capital Works program
<b>March</b>	Complete 50% Capital Works program
<b>June</b>	Complete 100% Capital Works program

**Quarterly Progress** At the end of the current quarter Council had completed 30% of the Capital Works program based on the adopted budget, this is a favorable result as the target was 25%.  
**Comments**



## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### 5. A prosperous Yarra

a place where...Local businesses prosper and creative and knowledge industries thrive

Yarra is a great place to do business and to work. Supporting local businesses and creative industries not only contributes to Yarra's economy, but also increases local employment opportunities, enhances street life and fosters community connectedness.








#### Strategies


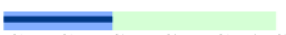

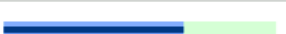



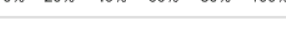
Council's work to achieve this Strategic Objective include the following strategies :

- 5.1 Maintain and strengthen the vibrancy and local identity of retail and commercial precincts.
- 5.2 Strengthen and monitor land use change and economic growth including new and emerging economic clusters
- 5.3 Create local employment opportunities by providing targeted and relevant assistance to facilitate business growth, especially for small and medium size enterprises and entrepreneurs through the attraction and retention of businesses.
- 5.4 Develop Innovative Smart City solutions in collaboration with government, industry and community that use technology to embrace a connected, informed and sustainable future.
- 5.5 Facilitate and promote creative endeavour and opportunities for the community to participate in a broad range of arts and cultural activities
- 5.6 Attract and retain creative and knowledge industries in Yarra.
- 5.7 Ensure libraries and neighbourhood houses, support lifelong learning, wellbeing and social inclusion

The following actions are being undertaken in 2017/18 to work toward achieving Council's strategic objective of A prosperous Yarra.

#### Action Progress Summary

-  At least 90% of action target achieved
-  Between 75 and 90% of action target achieved
-  Less than 75% of action target achieved
-  Not Started
-  Completed
-  Target
-  % Complete




Action	Start Date / End Date							
5.01 Review Library facilities	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
5.02 Support live music	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
5.03 Protect and create affordable and appropriate creative infrastructure	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
5.04 Expand the arts sector	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
5.05 Develop shopping strip masterplans	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
5.06 Deliver Village Activation program	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
5.07 Address shop vacancies	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%
5.08 Develop Yarra Spatial Economic Employment Strategy	01/07/17 30/06/18		0%	20%	40%	60%	80%	100%

February 08, 2018

Page 41 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Action	Start Date / End Date								
5.09 Deliver Business Events Program	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	
5.10 Review Economic Development Strategy	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	
5.11 Develop Open Data Policy	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	

## Attachment 3 - December 2017 Annual Plan Progress Report

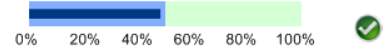
### 2017/18 Annual Plan Quarterly Progress Report December

#### 5.01 Review Library facilities

Council Plan initiative:

Provide spaces, expertise and practical supports to encourage creative uses in Libraries.

Council will identify flexible spaces to facilitate creative uses across Yarra Libraries .



**Branch** Library Services

##### Quarterly Milestones

**September** Q1. Conduct an audit of existing library facilities

**December** Q2. Identify opportunities for creative spaces within each facility

**March** Q3. Develop report on findings

**June** Q4. Develop implementation plan

**Quarterly Progress** Carlton Library project to replace shelving and redevelopment of the branch layout is now complete. Currently working on the project for outdoor area at this branch.

##### Comments

Richmond Library project underway with staff and redevelopment of space .

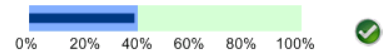
Fitzroy Makerspace room almost completed.

#### 5.02 Support live music

Council Plan initiative:

Continue to recognise and support live music in Yarra through advocacy , grants, funding and partnerships..

Council will deliver a range of activities and initiatives to support live music to encourage economic development and business viability, cultural and tourism development and celebrate the live music scene. Yarra is an established city of music, we have many live music venues, some of them with international profile. The creative sector is a major industry of Yarra.



**Branch** Arts, Culture and Venues

##### Quarterly Milestones

**September** Q1. Collaborate on the commissioning of a sculpture of Molly Meldrum for Richmond

**December** Q2. Promote funding and schemes that are specifically targeted to live music

**March** Q4. Develop an industry development strategy to be delivered as part of Leaps and Bounds Festival

**June** Q4. Design and deliver a live music round table to discuss sector issues

Q4. Launch the Molly Meldrum Sculpture

**Quarterly Progress** Room to Create Responsive Grant Program promoted through multiple Council channels. One successful grant distributed for \$2,500 for acoustic assessment report for improved noise attenuation at live music venue.

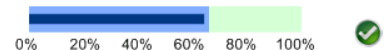
##### Comments

#### 5.03 Protect and create affordable and appropriate creative infrastructure

Council Plan initiative:

Implement initiatives that will protect affordable and appropriate creative infrastructure including Council owned spaces for arts purposes.

Council will work to protect and create creative spaces. Access to affordable and appropriate creative spaces is vital to protecting Yarra's reputation as a creative city and creatives as a significant employment sector .



**Branch** Arts, Culture and Venues

##### Quarterly Milestones

February 08, 2018

Page 43 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

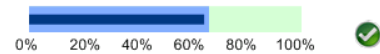
<b>September</b>	Q1. Implement a short term trial of creative residencies in Council facilities, and private facilities where available
<b>December</b>	Q2. Review creative residencies trial and investigate new residency opportunities
<b>March</b>	Q3. Support Dancehouse to complete and acquit the improvements funded by Room to Create at 150 Princes St Carlton
<b>Quarterly Progress</b>	Four short term creative residencies have taken place at three underutilised council properties: William's Reserve, Studio One and Florence Peel. Based on the success of this pilot program, two additional sites, North Carlton Children's Centre and Emely Baker are currently being prepared to increase the number of residencies available. A new Expression of Interest call out will be made in February.
<b>Comments</b>	

#### 5.04 Expand the arts sector

Council Plan initiative:

Identify opportunities to support retain and expand the arts sector as a viable and thriving industry in Yarra .

The creative sector is important to Yarra socially , culturally and economically. Supporting this sector to flourish has many benefits to the City of Yarra, this includes providing financial support, skills development opportunities and facilitating other activities that promote sustainability.



**Branch** Arts, Culture and Venues

##### Quarterly Milestones

<b>September</b>	Q1. Support live music venues and businesses through the Leaps and Bounds Festival.
<b>December</b>	Q2. Promote the arts industry to business networks such as the Business Advisory Group.
<b>March</b>	Q3. Provide and promote skills and training for the arts sector to encourage resilience and sustainability.
<b>Quarterly Progress</b>	The Business Unit Manager Arts Culture and Venues and Mayor Amanda Stone co-presented at the International Cities, Town Centres and Communities conference about measures put in place by Yarra to support artists and the creative sector to continue in Yarra .
<b>Comments</b>	

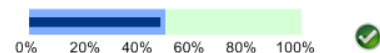
Presented at Yarra Business Advisory group on the economic, social and cultural benefits of festivals.

#### 5.05 Develop shopping strip masterplans

Council Plan initiative:

Undertake at least three streetscape Master plans for retail shopping strips based on Place Making principles.

Masterplans for the main shopping centres are used to guide capital works proposals of Council and State agencies and to advocate for specific improvements. Over the 4-year period of the Council Plan Council will prepare at least three streetscape masterplans for public realm improvements across Yarra's retail strip centres .



**Branch** City Strategy

##### Quarterly Milestones

<b>September</b>	Q1. Finalise the draft Bridge Road Master plan following consultation
<b>December</b>	Q2. Seek Council's adoption of the Bridge Road Masterplan
<b>March</b>	Q3. Complete consultation on draft Brunswick Street master plan
<b>June</b>	Q4. Finalise draft Brunswick Street master plan
<b>Quarterly Progress</b>	Consultation on the Bridge Road Master Plan has been completed, officers presented the draft Master Plan which was presented to and adopted by Council in October.
<b>Comments</b>	

#### 5.06 Deliver Village Activation program

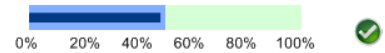
Council Plan initiative:

Promote the benefits of doing business locally including the benefit of access by walking and cycling.

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Shopping local reduces travel and benefits local trade. Council has previously encouraged local trade and this year a Village Activation program will be undertaken as a collaborative marketing campaign with businesses that promotes shopping locally. Council will work with local businesses to develop the program.



**Branch** City Strategy

#### Quarterly Milestones

**September** Q1. Develop promotional program in consultation with local businesses

**December** Q2. Implement program

**March** Q3. Complete program evaluation

**June** Q4. Commence planning for next activation incorporating key learnings from evaluation

**Quarterly Progress** Three activation programs were undertaken. These included:

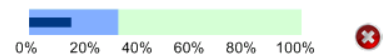
- Comments**
- September: North Fitzroy Village Spring Shop Local Campaign  
Economic Development collaborated with North Fitzroy Village traders to produce a printed business directory, illustrative map and also featured 24 special offers from local businesses.
  - October: Halloween in Nicholson Village  
Council supported traders in Nicholson Village to hold a trick or treat trail on the afternoon of Halloween. This is the second Nicholson Village Trick or Treat trail and traders plan to continue as an annual tradition for the retail precinct.
  - November: Nicholson and Rathdowne Villages Christmas Shop Local Campaign  
Council supported traders in Nicholson and Rathdowne Villages produce a printed directory, delivered to 10,000 local households in the lead up to Christmas. The directory featured 36 special festive offers, with an emphasis on food and gifts, plus an illustrative map and business directory.

#### 5.07 Address shop vacancies

Council Plan initiative:

Engage with local traders, leasing agents and property owners to strengthen the viability of Yarra's activity centres such as Bridge Road including the activation of empty spaces.

Retail strips have considerable competition through other centres and online shopping. Vacancies in some retail centres such as Bridge Road have been high for some time. Council will continue to consult with property managers/owners on opportunities for addressing vacancies.



**Branch** City Strategy

#### Quarterly Milestones

**September** Q1. Discuss program with Bridge Road traders association and select property managers and owners of vacant properties

**March** Q3. Implement program

**June** Q4. Review and evaluate program

**Quarterly Progress** A decal has been designed and costed in consultation with Bridge Road Mainstreet Association for installation on the window of a vacant properties, this will target a couple of vacant premises on Bridge Road. Funding and a lack of uptake by property owners is the reason for the limited trial.

#### 5.08 Develop Yarra Spatial Economic Employment Strategy

Council Plan initiatives:

Prepare the Yarra Spatial Economic and employment Strategy to guide Yarra's long term capacity for employment growth.

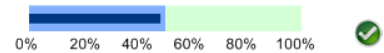
The Yarra Spatial Economic Employment Strategy (SEES) provides a long term direction for managing land capacity to support Yarra's employment and economic growth that will inform the development of new planning policies and the re-write of the Yarra Planning Scheme.

February 08, 2018

Page 45 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December



**Branch** City Strategy

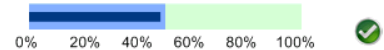
#### Quarterly Milestones

<b>September</b>	Q1. Finalise the strategy
<b>December</b>	Q2. Report draft SEES to Council for consideration
<b>March</b>	Q3. Commence preparing draft policies (based on the findings in the Strategy)
<b>June</b>	Q4. Complete draft policies (based on the findings in the Strategy)
<b>Quarterly Progress Comments</b>	The Spatial Economic Employment Strategy has been presented to Council at a briefing in October 2017.

#### 5.09 Deliver Business Events Program

Council Plan initiative:  
Promote local employment and facilitate initiatives to assist small business to enter the local market.

For many years, Council has provided targeted business events to promote small and medium size business and networking opportunities. Council will continue to deliver a broad range of affordable and inspiring business seminars, workshops, events and support services to assist small and medium size enterprises and entrepreneurs.



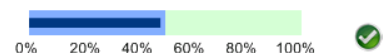
**Branch** City Strategy

#### Quarterly Milestones

<b>September</b>	Q1. Consult and review Business Event Program
<b>December</b>	Q2. Prepare events calendar that includes programs that target small and medium sized businesses
<b>March</b>	Q3. Promote and commence implementing the events program
<b>June</b>	Q4. Continue to implement the events program
<b>Quarterly Progress Comments</b>	There were 5 events in the Brainfood for Business calendar between September and December 2017. These included 3 lunchbox learning events with presentations from local businesses. Topics for this quarter focused on increasing sales, website traffic and reducing stress. In this period there were also 2 social media workshops held in Yarra libraries.

#### 5.10 Review Economic Development Strategy

The Economic Development Strategy outlines how Council can best support economic development by fostering greater investment and jobs growth in the municipality. Yarra's current strategy ends in 2018 and will require reviewing and updating to provide Council with a new strategy for the next few years.



**Branch** City Strategy

#### Quarterly Milestones

<b>December</b>	Q2. Prepare project scope and seek funding
<b>June</b>	Q4. Commence review
<b>Quarterly Progress Comments</b>	Draft scope prepared and funding will be sought through the Council budget process.

#### 5.11 Develop Open Data Policy

Council Plan initiative:  
Develop an Open Data Policy which provides open access for appropriate data sets to businesses and community organisations.

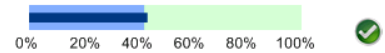
As part of the Council Plan 2017-2021, Council identified a goal to develop an Open data Policy. The Open Data



## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Policy aims to foster greater transparency, responsiveness and accountability, to drive innovation and economic opportunities within the City of Yarra. The Open Data Policy will support how Council provides the community with access to meaningful data aids that empower and help shape Yarra in the future.



**Branch** *Information Services*

#### Quarterly Milestones

**September** Q1. Report to Executive seeking endorsement of the following:  
- Purpose and Principles  
- Endorsement to participate and publish data via MAV platform

**December** Q2. Pilot internal Data Audit process (test case City Works)  
Q2. Develop Draft City of Yarra Open Data Policy

**March** Q3. Develop Data Governance Framework  
Q3. Establish a data auditing schedule

**June** Q3. Identify top 10 data priorities for publishing  
Q4. Continue to publish data via MAV Platform

**Quarterly Progress** Draft policy developed and presented to Executive.

**Comments** Draft Policy is being circulated internally for feedback and comment prior to going to Council.

Process to identify and audit data currently collected by the City Works branch is currently underway. This will be used to inform the development of the Data Governance Framework.

Work underway to develop the initial Data Governance Framework.

Existing Council data identified for immediate upload to data.gov.au website. Other data to be identified and prioritised by the ISSC in 2018 through an internal data audit process.

A Data Audit Survey for internal stakeholders is currently being developed.

#### 5.A Other Council Plan initiative - Room to Create charitable fund

Continue to promote and grow the Room to Create charitable fund

The Yarra Room to Create Charitable Fund supports arts organisations with infrastructure related expenses. This contribution will help build the fund and enable more grants to be made.

**Branch** *Arts, Culture and Venues*

#### Quarterly Milestones

**September** Q1. Undertake grant making & promotion

**December** Q2. Facilitate fundraising & hold awareness event #1  
Q2. Present Room to Create at relevant forums and/or conferences

**March** Q3. Facilitate fundraising & hold awareness Event #2

**June** Q4. Grow the Room to Create Fund

**Quarterly Progress** Siu Chan, Business Unit Manager Arts Culture and Venues and Mayor Amanda Stone co-presented at the ICTC conference (International Cities, Town Centres and Communities) about measures put in place by

**Comments** Yarra to support artists and creative sector stay in Yarra.

Room to Create awareness raising and fundraising event at Backwoods Gallery, which broadened reach of program and generated donations for the Fund.

#### 5.B Other Council Plan initiative - Deliver a broad range of festivals and events

Continue to support a broad range of community festivals and events.

February 08, 2018

Page 47 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

**Branch** *Arts, Culture and Venues*

### Quarterly Milestones

**September** Q1. Deliver and evaluate Fairfield Summer Concert Series

**December** Q2. Review community funding criteria  
Q2. Deliver and evaluate Leaps and Bounds Festival

**March** Q3. Design and deliver changes identified in reviews

**June** Q4. Design and deliver changes identified in reviews

**Quarterly Progress** Festival debrief undertaken.

**Comments** Planning and delivery model for 2018 festival being developed.

### 5.C Other Council plan initiative - Lifelong learning, wellbeing and social inclusion programs

Run targeted events and programs promoting health, life-skills and life-issues.

Yarra's Neighbourhood Houses and Learning Centres provide a variety of programs that support lifelong learning , wellbeing and social inclusion.

**Branch** *People, Culture and Community*

### Quarterly Milestones

**September** Q1. Report on programs that address lifelong learning, wellbeing and social inclusion

**December** Q2. Report on programs that address lifelong learning, wellbeing and social inclusion

**March** Q3. Report on programs that address lifelong learning, wellbeing and social inclusion

**June** Q4. Report on programs that address lifelong learning, wellbeing and social inclusion

**Quarterly Progress** Programs that address lifelong learning, wellbeing and social inclusion this quarter included:

**Comments** Fitzroy learning network (FLN): "Girl Zone": rap/RnB music group –developing skills in music and performance for young African girls.

Carlton neighbourhood learning Centre: "English Language conversation Centre" – classes for newly arrived groups to practice English

Finbar Neighbourhood House : "Broadband for Seniors" – classes for seniors on computer literacy.

Alphington community Centre (ACC): "Mens Shed" – new program established for men to participate in arrange of activities.

Belgium ave NH & Nth Carlton NH- Playgroups and preschool education programs for families living in housing estates.

### 5.D Other Council Plan initiatives - Library Programs

Run targeted events and programs promoting health, life-skills and life-issues.

Deliver a variety of community focused programs promoting health, life-skills and life-issues.

**Branch** *Library Services*

### Quarterly Milestones

**September** Q1. Deliver and report on health, life-skills and life issues programs and events for all Yarra Community

**December**

February 08, 2018

Page 48 of 67



## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

	Q2. Deliver and report on health, life-skills and life issues programs and events for all Yarra Community
<b>March</b>	Q3. Deliver and report on health, life-skills and life issues programs and events for all Yarra Community
<b>June</b>	Q4. Report on community, focused programs promoting health, life-skills and life-issues - attendance Data
<b>Quarterly Progress</b>	Community Program & Outreach Event / Attendance
<b>Comments</b>	Resume rescue sessions One on one (7) Food Know How sessions (23) Gatekeeper games sessions drop in (8) Pecha Kucha: A Protest against forgetting (50) Know Your Rights! sessions (14) Author talk: Nadine Williams ( 11) Studio Ghibli marathon with Philip Brophy (35) Seniors Week: Cloudburst screening (40) Out of the Closets, Into the Streets: (140) Introduction to digital publishing (22) Thursday writing group (25) Author talk: Chris Womersley (20) Aboriginal astronomy (22) Childrens clothing swap (20) World Philosophy Day: an introduction to philosophy (10) Yarra River Keepers sessions (106) Food Family & Culture – Vietnamese coffee (8) Raw desserts (25) Adani film: Guarding the Galilee (25) Classic dystopias films and panel (53) Willowview event – film screening and lunch (22) Perry park movie night (45) Artist talk: Kylie Stillman (18) Artist talk: Kyoko Imazu (28) Collage Club (17) Conversation Lounge drop-in (17) Tea Talk & Tech drop-in (62) BYO Crafternoon drop-in (5) Nth Richmond Public Housing estate pop-up library (14)

#### 5.E Other Council Plan initiatives - Neighbourhood House program partnerships

Run targeted events and programs promoting health, life-skills and life-issues

Yarra Libraries will continue to work in partnership with neighbourhood houses to support life-long learning, wellbeing and social inclusion.

**Branch** *Library Services*

#### Quarterly Milestones

<b>September</b>	Q1. Attend regular Yarra Neighbourhood house meetings and design a yearly program partnership calendar
<b>December</b>	Q2. Implement joint programing with Yarra Neighbourhood houses
<b>March</b>	Q3. Report on progress of implementation of the programs from the partnership calendar
<b>June</b>	Q4. Report on number of events and attendance of joint partnership programing with the Yarra neighbourhood houses.
<b>Quarterly Progress</b>	Currently attending all Neighbourhood House meetings building partnerships and creating programs together.
<b>Comments</b>	Various projects and joint programs underway. All will be delivered in next Quarter.

February 08, 2018

Page 49 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### 6. A connected Yarra

a place where...Connectivity and travel options are environmentally sustainable, integrated and well-designed

Council is committed to creating a city that is accessible to all irrespective of levels of personal mobility, to support a fulfilling life without the need for a car.

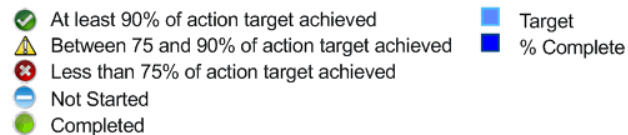
#### Strategies

Council's work to achieve this Strategic Objective includes the following strategies :

- 6.1 Manage traffic movement and promote road safety within local roads
- 6.2 Work in partnership with Vicroads and influence traffic management and road safety on main roads
- 6.3 Investigate and implement effective parking management options
- 6.4 Improve accessibility to public transport for people with mobility needs and older people
- 6.5 Develop and promote pedestrian and bicycle infrastructure that encourages alternate modes of transport, improves safety and connectedness
- 6.6 Advocate for increased infrastructure and performance of public transport across Melbourne

The following actions are being undertaken in 2017/18 to work toward achieving Council's strategic objective of A connected Yarra.

#### Action Progress Summary





Action	Start Date / End Date							
6.01 Implement traffic management initiatives	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
6.02 Trial Station Street closure	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
6.03 Submit traffic safety initiatives and innovation grant applications	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
6.04 Advocate for DDA compliant tram stops	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
6.05 Advocate for improvement to tram stops near key school sites	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
6.06 Advocate for improved Inner Regional public transport	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
6.07 Advocate for electric bus trial	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✗
6.08 Develop Car Share Policy	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
6.09 Undertake Bridge Road parking trial	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
6.10 Progress Wellington Street Bike Lane (stage 2)	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓

February 08, 2018

Page 50 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Action	Start Date / End Date								
6.11 Manage Dockless Bikes	01/07/17 30/06/18	<div><div></div></div>	0%	20%	40%	60%	80%	100%	
6.12 Develop advocacy strategy for Walmer Street Bridge upgrade	01/07/17 30/06/18	<div><div></div><div></div></div>	0%	20%	40%	60%	80%	100%	

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

#### 6.01 Implement traffic management initiatives

Council Plan initiatives:

Transition Local Area Traffic Management program to Local Area Place Making programs , and

Continue to provide low speed environments and community education for pedestrians, cyclists, motor-cyclists and vehicle drivers and passengers.

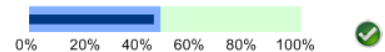
Council will implement initiatives to transition the Local Area Traffic Management program to Local Area Place Making programs.

Traffic calming measures and safety improvements will be delivered in the following LAPMs :

Consultation for LAPM 3 (Scotchmer), LAPM 13 (Abbotsford) and LAPM 19 (Bendigo)

Completion of works in LAPM 10 (Gold)

In addition to its LAPM program, Council will trial other initiatives to improve road safety including a 30 km/h speed trial in LAPM 9 (Rose) and LAPM 10 (Gold) and implementation of its Safe Travel Strategy .



**Branch** Traffic and Engineering

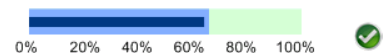
#### Quarterly Milestones

<b>September</b>	Q1. Submit application for external funding from the VicRoads Safe Travel Speeds on Local Streets program Q1. Submit report on proposed 30kph trial to Council
<b>December</b>	Q2. Obtain external funding for 30kph trials if approved Q2. Commence consultation and study process for LAPM 3 (Scotchmer)
<b>March</b>	Q3. Commence 30kph trial in LAPM 9 (Rose) and LAPM 10 (Gold) if approved Q3. Commence consultation and study process for LAPM 13 (Abbotsford) and LAPM 19 (Bendigo)
<b>June</b>	Q4. Deliver 2017/18 financial year actions from Council's Safe Travel Strategy Q4. Complete delivery of outstanding works in LAPM 10 (Gold)
<b>Quarterly Progress Comments</b>	Officers have undertaken the first round of consultation for LAPM 3 (Scotchmer). The outcomes of the consultation is being reviewed with a view to developing initiatives to address issues during the next round of public consultation in February 2018.

Application for external funding for 30kph trial has been submitted. Awaiting outcome which is due in early January 2018.

#### 6.02 Trial Station Street closure

In 2016/17 Council resolved to progress a proposal to temporarily close Station Street at the intersection of Princes Street, North Carlton, to vehicles as part of a traffic diversion experiment. This experiment will be trialled initially for a 12 month period and will include a place making assessment to explore how the southern end of Station Street could be activated to the benefit of the community with a temporary or longer term road closure in place. The decision to proceed with the traffic diversion experiment will be made by Council following further community consultation.



**Branch** Traffic and Engineering

#### Quarterly Milestones

<b>September</b>	Q1. Submit report and associated documents to VicRoads on road closure proposal
<b>December</b>	Q2. Undertake community consultation and report to Council on temporary road closure in Station Street, North Carlton
<b>March</b>	Q3. Submit internal funding proposal to undertake temporary road closure proposal (subject to Council adoption of proposal)

February 08, 2018

Page 52 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

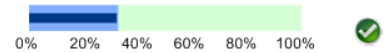
**Quarterly Progress Comments** Consultation was undertaken during October and November 2017. The outcomes of the consultation were presented to Council in December 2017.

#### 6.03 Submit traffic safety initiatives and innovation grant applications

Council Plan initiative:

Investigate and apply for appropriate funding opportunities relating to road safety, innovation and streetscape improvements.

Council will apply for grants to deliver key projects such as 30km/h speed limit and Safe Travel Strategy initiatives.



**Branch** Traffic and Engineering

##### Quarterly Milestones

**September** Q1. Apply for Federal Black spot and TAC Local Government grants

**March** Q3. Complete blackspot projects at Shelley Street/Elizabeth Street, Richmond and Hunter Street/Nicholson Street, Abbotsford

**June** Q4. Complete 2017/18 investigation projects applied for in August 2017 (if funding provided).

**Quarterly Progress Comments** The following traffic safety funding applications have been submitted:

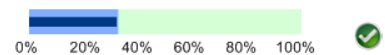
- Blackspot funding application submitted to address safety issues at Wellington St / Langridge Street intersection.
- TAC funding application for Rose Street Feet First project and design project for Canning Street / Richardson Street intersection submitted.

#### 6.04 Advocate for DDA compliant tram stops

Council Plan initiative:

Continue to facilitate the upgrade of local tram stops to comply with the Disability Discrimination Act to support both access and viability of activity centres.

Public transport in the City of Yarra needs to be made more accessible for people with disability and to comply with the provisions of the Commonwealth Government's Disability Discrimination Act (1992) and the Disability Standards for Accessible Public Transport (2002). Accessibility is at the forefront of ensuring independence and engagement for people 50+ and people with disability in our municipality. Council will focus on DDA compliant tram stops at Swan Street Punt Road as part of the Streamlining Hoddle Street project and Brunswick Street and Nicholson Street (Route 96).



**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

**December** Q2. Update Council on Streamlining Hoddle Street project (which includes proposed DDA compliant design for Swan Street tram stop)

**March** Q3. Discuss the Brunswick Street tram stops with Transport for Victoria

**June** Q4. Brief Council on status of Route 96 DDA compliance project

**Quarterly Progress Comments** Council has been briefed on the Streamlining Hoddle Street project by VicRoads.

#### 6.05 Advocate for improvement to tram stops near key school sites

Council Plan initiatives:

Monitor and manage traffic, road safety and parking and advocate to the State Government for improvement to tram stops and pedestrian safety measures around schools such as the Richmond High School development, and

Advocate to the state government for improved accessibility to public transport services.

With the imminent opening of a new high school in Richmond, it is important to ensure that students are able to

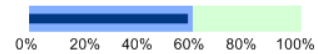
February 08, 2018

Page 53 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

access safe and sustainable transport options as part of their independent trips. Existing schools also attract students from wider Melbourne and provision of improved tram stops assists in improving safety around schools.



**Branch** Sustainability and Strategic Transport

#### Quarterly Milestones

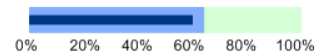
<b>September</b>	Q1. Develop concept for interim improved tram stop on Bridge Road at Richmond Town Hall
<b>December</b>	Q2. Update Council on outcomes of advocacy for improved tram stop on Bridge Road at Richmond Town Hall Q2. Advocate to State for inclusion of tram stop improvements outside Richmond Town Hall in 2018/19 State budget
<b>June</b>	Q4. Update Council on outcomes of advocacy for improved tram stop on Bridge Road at Richmond Town Hall Q4. Advocate to State Government for the inclusion of tram stop improvements outside Richmond Town Hall in 2018/19 State budget
<b>Quarterly Progress</b>	A number of meetings have been held at CEO, officer and local member level advocating to the State Government for inclusion of tram stop improvements outside Richmond Town Hall in 2018/19 State budget.
<b>Comments</b>	There is no news regarding the tram improvement program by the State Government at this time

#### 6.06 Advocate for improved Inner Regional public transport

Council Plan initiative:

Advocate to the state government for improved public transport services to meet population growth including Chandler Highway north-south bus route, Doncaster Rail, Hoddle Street Study, Airport Rail and Alexandra Parade.

Much of Melbourne's transport network is under the authority of VicRoads rather than local government. Major state funded road infrastructure projects can also improve public transport service and reliability for the tram and bus network. However it is common that these transport modes are not the primary consideration of the project scope. Advocacy before, as well as during development of these major projects, can greatly improve the transport outcomes of the projects.



**Branch** Sustainability and Strategic Transport

#### Quarterly Milestones

<b>September</b>	Q1. Provide input to VicRoads Alphington to Burnley corridor study Q1. Provide feedback on VicRoads designs for Streamlining Hoddle Street project Q1. Work with YarraTrams on opportunities to improve tram services in Yarra
<b>December</b>	Q1. Provide feedback on VicRoads designs for new Chandler Highway bridge project Q2. Provide feedback on VicRoads designs for new Chandler Highway bridge project Q2. Inform Council on VicRoads construction schedule for Streamlining Hoddle Street project Q2. TransDev to brief Council on Bus Rapid Transport project for Eastern Freeway Q2. Continue to advocate for improved bus connection along Alexandra Parade
<b>March</b>	Q3. Update Council on VicRoads Streamlining Hoddle Street project Q3. Continue liaison with VicRoads regarding Chandler Highway construction
<b>June</b>	Q4. Update Council on VicRoads Streamlining Hoddle Street project Q4. Update Council on new Chandler Highway bridge project
<b>Quarterly Progress</b>	The construction of the Hoddle Street Project will occur over multiple phases. Councillors have been advised of construction timeframes for imminent phases and will be informed of subsequent phase timings
<b>Comments</b>	when they are known by VicRoads. Offices are working closely with VicRoads on this project.

Officers are currently looking at the various proposals for improving strategic public transport. The North East Link announcement will provide further opportunities for these discussions.

TransDev briefed Council on the Bus Rapid Transport project for Eastern Freeway. The North East Link announcement has now overtaken this.



## Attachment 3 - December 2017 Annual Plan Progress Report

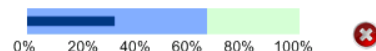
### 2017/18 Annual Plan Quarterly Progress Report December

Officers have been working closely with VicRoads and have provided comments on multiple stages of the design of the new Chandler Highway bridge project. A number of meetings have also occurred at senior level on various strategic aspects of this project.

#### 6.07 Advocate for electric bus trial

Council Plan initiative:  
Advocate for the trial of an electric bus scheme .

Electric buses have been the first major demonstration of electric powered transport in a number of cities. The public transport bus fleet is under the authority of Transport for Victoria. To achieve an electric bus trial it is necessary to engage with bus service contractors and advocate to the State Government to implement a trial of the vehicles.



**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

**December** Q2. TransDev to brief Council on Bus Rapid Transport project for Eastern Freeway  
Q2. Develop advocacy strategy to promote an electric bus scheme

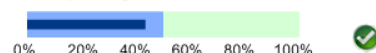
**March** Q3. Implement advocacy strategy

**Quarterly Progress** Discussions have commenced with TransDev who briefed Council on the Bus Rapid Transport project for Eastern Freeway. The North East Link announcement has now overtaken this.

**Comments**

#### 6.08 Develop Car Share Policy

Car Share schemes have operated in Yarra for over a decade. Previously provision of parking spaces for the car share vehicles has been able to be provided without impacting private on-street parking space availability. A new policy will assist allocation of existing and potentially new spaces between competitor companies, and the distribution of spaces across the municipality to reduce the demand for private on street parking.



**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

**December** Q2. Present draft Car Share Policy to Council for consideration for public exhibition

**June** Q4. Present Car Share Policy to Council for adoption

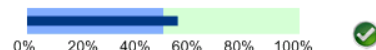
**Quarterly Progress** Draft Car Share Policy has been developed and will be presented to Council in February.

**Comments**

#### 6.09 Undertake Bridge Road parking trial

Council Plan initiative:  
Continue to utilise data, technology and community consultation to inform the management of parking .

Council will complete a parking trial and management strategy for Bridge Road to be used as a model for other precincts. The trial will include the installation of in ground sensors to allow for detailed data collection and analysis that could lead to a review parking restrictions and/or the fee charged for parking.



**Branch** Compliance and Parking Services

##### Quarterly Milestones

**September** Q1. Finalise the brief for the parking management strategy in Bridge Road

**December** Q2. Complete the first data reporting from the in-ground technology

**March** Q3. Finalise the model and project plan for a trial

## Attachment 3 - December 2017 Annual Plan Progress Report

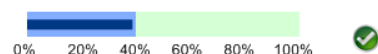
### 2017/18 Annual Plan Quarterly Progress Report December

<b>June</b>	Q4. Implement the trial
<b>Quarterly Progress Comments</b>	<p>Phillip Boyle &amp; Associates have been appointed to assist in the development of the Bridge Road parking Management Strategy and have met with the trader group to help develop the plan.</p> <p>In ground sensors have been installed in 340 bays in Bridge Road to allow for the collection of the occupancy data.</p> <p>The report will be prepared by 31/10/2017 and then be presented to the trader group for discussion and agreement on the trial methodology.</p> <p>Trial is likely to commence in February 2018 .</p>

#### 6.10 Progress Wellington Street Bike Lane (stage 2)

Council Plan initiative:  
Complete construction of the Wellington Street Bike (Copenhagen style) Lane to Johnston street.

Wellington Street Bicycle Lane (Stage 1) involved the construction of a fully separated bicycle lane on both sides of the road from Victoria Parade to Gipps Street and was completed in 2015. The original concept for project extended the bicycle lane to Johnston Street; resulting in 1km of fully separated bicycle infrastructure. This project will complete the second stage of the original concept.



**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

<b>September</b>	Q1. Finalise tender documentation
<b>December</b>	Q2. Inform community of upcoming tender and tender works
<b>March</b>	Q3. Report to Council on tender outcomes and determine if town planning permit required or not
<b>June</b>	Q4. Inform community of project status
	Q4. Lodge town planning permit application if required. If no town planning permit required, commence construction.
<b>Quarterly Progress Comments</b>	<p>As part of the tender process Council informed local businesses in the area of our intent to tender and advertised the tender in the public domain (the Age newspaper).</p> <p>The tender has not been successful due to non-conforming submissions. Council will now re-tender which will result in an extension to the current timelines for this task.</p>

#### 6.11 Manage Dockless Bikes

Dockless Bike Share companies operate a disruptive business model in many cities in Europe, Asia and the USA. The operator companies have identified Melbourne and Sydney as their next market, and one company has recently commenced operations in inner Melbourne. Other companies are expected to follow before the end of the year.

Experience overseas has shown that dockless bikes can become an unacceptable imposition on the community through poor management, storage, and maintenance, and through abuse and abandonment of the bicycles. A MOU with the operator companies may assist in improved management of the bicycles.



**Branch** Sustainability and Strategic Transport

##### Quarterly Milestones

<b>September</b>	Q1. Commence discussions for a MOU to manage dockless bike share rollout with City of Melbourne, City of Port Philip and scheme operators.
<b>December</b>	Q2. Finalise preferred MOU to manage dockless bike share rollout with City of Melbourne, City of Port Philip and scheme operators
<b>Quarterly Progress Comments</b>	The Memorandum of Understanding with O Bikes was endorsed by City of Yarra, City of Melbourne and City of Port Philip.

February 08, 2018

Page 56 of 67



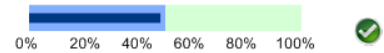
## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### 6.12 Develop advocacy strategy for Walmer Street Bridge upgrade

The Walmer Street bridge connecting Kew to East Richmond was built over 100 years ago and is used daily by many hundreds of cyclists and pedestrians as part of their daily commute as well as for recreational purposes. It is narrow, and creates a potential conflict point for users.

The City of Boroondara has plans to replace the approach infrastructure on its side of the bridge, and as part of a development application the approach infrastructure on the Yarra side will be upgraded in the next 18 months. This leaves the bridge itself to be upgraded which would require a multi-million dollar commitment to fund the replacement. An advocacy strategy to attract funding for the project will be developed and implemented.



**Branch** Sustainability and Strategic Transport

#### Quarterly Milestones

**September** Q1. Commence preparation of an advocacy strategy for replacement of Walmer Street bridge (with City of Boroondara)

**June** Q4. Inform Council of progress of advocacy strategy for replacement of Walmer Street bridge (with City of Boroondara)

**Quarterly Progress** Council officers have now held 5 meetings with stakeholders. An advocacy campaign has been drafted to seek commitment from state politicians to replace the Walmer St bridge.

#### Comments

### 6.A Other Council Plan initiative - Improve cycling safety and bicycle parking

Improve bike parking, road signage including bicycle excepted signs, road marking, surfaces and streetscapes to better protect and enhance conditions for cyclists and pedestrians.

**Branch** Sustainability and Strategic Transport

#### Quarterly Milestones

**September** Q1. Finalise detailed program of works for 2017/18 bike and pedestrian budgets

**June** Q4. Complete construction of identified projects

**Quarterly Progress** Bicycle safety and parking works have been carried out at multiple sites across the municipality

#### Comments

### 6.B Other Council plan initiative - Improve cycling connectivity across municipal boundaries

Continue to work with adjacent councils to ensure connectivity for bicycle routes (inc. via IMAP and Resilient Melbourne).

**Branch** Sustainability and Strategic Transport

#### Quarterly Milestones

**September** Q1. Attend Resilient Melbourne Cycling Workshop

Q1. Advocate to ATV unit of TfV for allocation of moneys to Yarra cycling infrastructure.

**December** Q2. Advocate for ATV to fund Preston to CBD route (via Napier Street) (with Darebin and Melbourne City Councils)

**March** Q3. Continue to work with adjacent Councils, though IMAP and Resilient Melbourne

**June** Q4. Continue to work with adjacent Councils, though IMAP and Resilient Melbourne

**Quarterly Progress** Council is progressing its advocacy for Active Transport Victoria to fund Preston to CBD route (via Napier Street) (with Darebin and Melbourne City Councils. Councillor's have been briefed on the progress.

#### Comments

February 08, 2018

Page 57 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

#### 6.C Other Council Plan initiative - Connectedness of transport networks

Work with the Resilient Melbourne Project to improve the quality and connectedness of the metropolitan transport networks.

**Branch** *Sustainability and Strategic Transport*

#### Quarterly Milestones

**September** Q1. Commence planning with MTF to hold a community forum on opportunities to improve bus network within Yarra (and across Melbourne)

**June** Q4. With MTF hold a community forum on opportunities to improve bus network within Yarra (and across Melbourne)

**Quarterly Progress** Commence planning with MTF to hold a community forum on opportunities to improve bus network within Yarra (and across Melbourne) -This is underway - no consultation has been completed to date by MTF

**Comments**

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### Highlights and Achievements

Branch *Traffic and Engineering*

Unit *Admin and Management - Traffic Services and Special Projects*

A total of five parking bays have been upgraded to comply with the Disability Discrimination Act this year

*February 08, 2018*

*Page 59 of 67*

## Attachment 3 - December 2017 Annual Plan Progress Report

2017/18 Annual Plan Quarterly Progress Report December

### 7 . A leading Yarra

a place where...Transparency, performance and community participation drive the way we operate

Council is committed to change through an energised, cohesive team of professionals, recognised for our leadership, innovation and service.

#### Strategies

Council's work to achieve this Strategic Objective includes the following strategies :

- 7.1 Ensure Council's assets and financial resources are managed responsibly to deliver financial sustainability
- 7.2 Continue to develop a culture of continuous improvement and innovation
- 7.3 Maintain a culture of transparency, governance, ethical practice and management of risks that instils a high level of community respect and confidence in Council decision-making
- 7.4 Ensure Council services are efficient, well-planned, accessible and meet community needs
- 7.5 Provide the community with meaningful and genuine opportunities to contribute to and participate in Council planning and decision making processes with a focus on young people, hard to reach and traditionally underrepresented communities
- 7.6 Enable greater transparency and access to the conduct of Council Meetings
- 7.7 Continue a 'customer centric' approach to all service planning and delivery
- 7.8 Advocate for the best interests of our community

The following actions are being undertaken in 2017/18 to work toward achieving Council's strategic objective of A leading Yarra.

#### Action Progress Summary

- ✓ At least 90% of action target achieved
  - ⚠ Between 75 and 90% of action target achieved
  - ✗ Less than 75% of action target achieved
  - ⏸ Not Started
  - Completed
- Target % Complete

Action	Start Date / End Date							
7.01 Implement Community Engagement Policy	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
7.02 Engage young people	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
7.03 Review Strategic Advocacy Framework	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
7.04 Implement Continuous Quality Improvement	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
7.05 Implement Service Review Program	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
7.06 Develop Services Policy	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
7.07 Develop Information Services Strategy	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
7.08 Focus on customer responsiveness	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	✓
7.09 Transmission of Council meetings	01/07/17 30/06/18	0%	20%	40%	60%	80%	100%	●

February 08, 2018

Page 60 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

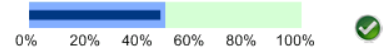
### 2017/18 Annual Plan Quarterly Progress Report December

#### 7.01 Implement Community Engagement Policy

Council Plan initiative:

Design and deliver planned engagement processes to encourage community involvement in Council decision making in line with the Community Engagement Policy.

Implement the Community Engagement Policy with a focus on access and inclusion and capacity building initiatives. Actions will build the capacity of the organisation to design and deliver communications and engagement plans that consider the diverse needs of the Yarra community.



**Branch** *Advocacy and Engagement*

##### Quarterly Milestones

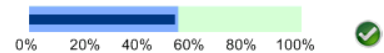
<b>September</b>	Q1. Continue to foster an Internal Community Engagement practitioner network that offers capacity building opportunities for staff
<b>December</b>	Q2. Continue to develop and promote communications and engagement resources to staff, including templates for stakeholder analysis and 'how to' engage with under-represented communities
<b>March</b>	Q3. Develop a communications and engagement strategy that incorporates the Community Engagement Policy, Social Media Policy and Internal Communications policy
<b>June</b>	Q4. Develop an action plan for the Communications and Engagement Strategy that will meet organisation and community needs
<b>Quarterly Progress</b>	Key actions have been completed, including a staff toolkit of engagement resources, capacity building training and internal practitioner network established and meeting quarterly, sharing learnings and problem solving.
<b>Comments</b>	

#### 7.02 Engage young people

Council Plan initiative:

Promote programs to educate and encourage young people in decision making and participation in their local community.

Council will work to encourage young people to become engaged in Council's decision making. This year Council will engage children and young people on relevant initiatives and in the development of key strategies and plans, through both formal and informal engagement.



**Branch** *Family, Youth and Children's Services*

##### Quarterly Milestones

<b>September</b>	Q1. Commence consultation with children and young people for the development of the Yarra 0-25 Plan Q1. Encourage young people to participate in consultations regarding the re-development of Council's Municipal Strategic Statement, with an emphasis on Housing and the Planning Scheme amendment
<b>December</b>	Q1. Ensure that young people are represented on relevant project reference groups such as Fitzroy gasworks and Victoria Street redevelopment Q2. Provide opportunities for young people to be consulted on key social initiatives such as advocacy for a proposed safe injecting facility Q2. Complete consultation with children and young people for the development of the Yarra 0-25 Plan
<b>March</b>	Q3. Ensure engagement of young people in key consultations around open space Q3. Work with the Yarra Youth Advisory Committee to further identify areas of interest for young people and provide opportunities for engagement
<b>June</b>	Q4. Work with the Yarra Youth Advisory Committee to further identify areas of interest for young people and provide opportunities for engagement Q4. Advise Council of other further consultations the young people have engaged with
<b>Quarterly Progress</b>	Specific consultation sessions held with Yarra Youth Advisory Committee & Youth Ambassadors in October. Young people also consulted through all our programs at the Yarra Youth Centre, and other sites across Yarra. Also led consultation sessions with young people at REACH & the drum (Queerspace Youth). Online surveys also promoted via social media to assist the development of the Yarra 0-25 Plan.
<b>Comments</b>	

February 08, 2018

Page 61 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

Safe Injecting Facility discussed with Yarra Youth Advisory Committee (August, October) with young people providing input directly to Councillors.

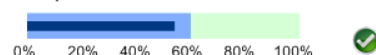
Yarra Youth Ambassadors continued working on campaign around anti-discrimination #ilivebiggerthanyourlabels.

#### 7.03 Review Strategic Advocacy Framework

Council Plan initiative:

Continue Council's strategic advocacy program, advocating to other levels of government and stakeholders in the best interests of the Yarra community.

Council's first Strategic Advocacy Framework was adopted in 2013/14. This year Council will review and adopt a revised set of Strategic Advocacy Framework actions in line with the new Council Plan priorities.



**Branch** *Advocacy and Engagement*

##### Quarterly Milestones

<b>September</b>	Q1. Review the Strategic Advocacy Framework actions
<b>December</b>	Q2. Adopt new Strategic Advocacy Framework actions for Council Term
<b>March</b>	Q3. Commence implementation of actions
<b>June</b>	Q4. Continue implementation of actions
<b>Quarterly Progress</b>	Review of the Strategic Advocacy Framework has commenced and a report will be taken to a Council meeting in December.
<b>Comments</b>	

#### 7.04 Implement Continuous Quality Improvement

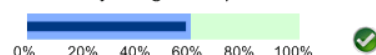
Council Plan initiative:

Continue to train staff in the application of appropriate continuous improvement methodologies.

Executive has endorsed a Continuous Quality Improvement framework. This is being progressively rolled out, initially through implementation of improvement plans arising from Service Reviews. As part of this framework, Council has been working on building staff capability through training and experiential learning.

This year Council will continue to implement this framework with a focus on business process improvement, skills development and establishing a 'community of practice'.

Council's CQI program will sit within its broader Business Improvement Framework, currently being developed.



**Branch** *Corporate Planning and Performance*

##### Quarterly Milestones

<b>September</b>	Q1. Conduct business improvement workshop with staff
	Q1. Commence development of a Business Improvement Framework
<b>December</b>	Q2. Present draft Business Improvement Framework to Executive for endorsement
<b>March</b>	Q3. Identify training needs
<b>June</b>	Q4. Facilitate staff training in business improvement
<b>Quarterly Progress</b>	The draft Business Improvement Framework was in development from July 2017. A number of internal stakeholders were consulted and contributed to the draft framework in the second half of 2017. The stakeholders included all staff from the Corporate Planning and Performance Branch, a cross-organisational staff workshop of 22 participants with representation from all Divisions and a workshop with the Corporate, Business and Finance Divisional Management Team.
<b>Comments</b>	

The above process has helped to produce a clear and agreed framework that outlines the key drivers, objectives, activities, outputs and outcomes for Business Improvement at Yarra. The draft framework was presented to and endorsed by Executive in November.



## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

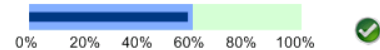
The next steps for implementation of the framework are to recruit for the Business Improvement Unit and to identify organisational business improvement priorities through engagement with Senior Management Team and Executive.

#### 7.05 Implement Service Review Program

Council Plan initiative:

Continue to implement the Service Review program.

An evaluation of Council's Service Review program was undertaken in 2016/17. Service Reviews are one aspect of a broader Business Improvement Framework which is currently being developed and will be informed by the evaluation. Executive will determine the priorities for Service Reviews in accordance with the Business Improvement Framework.



**Branch** Corporate Planning and Performance

##### Quarterly Milestones

**September** Q1. Commence development of a Business Improvement Framework

**December** Q2. Establish Service Review priorities

Q2. Present Business Improvement Framework to Executive for endorsement

**March** Q3. Implement Service Reviews in accordance with agreed priorities

**June** Q4. Implement Service Reviews in accordance with agreed priorities

**Quarterly Progress** The draft Business Improvement Framework was presented to and endorsed by Executive in November. Business Improvement priorities will be identified and implemented over the next quarter. This may include

**Comments** service and/or process reviews.

Current Service Review updates:

Family, Youth and Children's Services

The Service Review for this Branch has been completed. A briefing to Council was provided in October and this highlighted the key outcomes from the review which focussed on Children's Services. The outcomes included an improved customer focus, revised policies, procedures, reviewed processes and a significant improvement in financial sustainability.

Recreation and Open Space

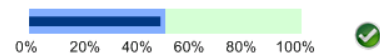
The Service Review for this Branch is on hold, pending the implementation of the Business Improvement framework. The status, scope and timing of this review will be re-assessed in the next quarter and will be subject to Executive endorsement.

#### 7.06 Develop Services Policy

Council Plan initiative:

Develop a Services Policy and establish performance standards and service levels.

Council will develop a Services Policy to guide the types of services and service levels it provides. In response to Council's resolution when adopting the 2017/18 Budget, a report will be presented outlining a proposal to undertake a participatory/deliberative engagement process to inform development of a Services Policy.



**Branch** Social Policy and Research

##### Quarterly Milestones

**September** Q1. Commence development of report to Council on a participatory/deliberative engagement process to develop a Services Policy

**December** Q2. Report to Council on a participatory/deliberative engagement process to develop a Services Policy

**March** Q3. Commence implementation of endorsed proposal

**June** Q4. Complete implementation of endorsed proposal



## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

**Quarterly Progress Comments** In collaboration with Social Policy and Research, a report was prepared to Council on a preferred option for a deliberative engagement process to develop a Services Policy for Yarra City Council.

In response to the Council resolution of 1 August 2017, the report to Council in December outlined a number of deliberative engagement approaches. The report recommended a deliberative poll process to develop a Yarra Services Policy. The recommended process has been proposed as a way to foster positive community interest and support and provide the foundation for a solid Council/community partnership in future decisions for service provision.

Due to the need to seek external expertise, and to ensure both perceived and actual independence in the process, Officers have estimated the cost of implementing this approach to be in the order of \$120,000, excluding significant officer time. As this project has not been budgeted for in 2017/18, Officers believe this process should be considered as part of the 2018/19 budget consideration.

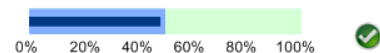
Council endorsed the option to implement the proposed approach of a Deliberative Poll in 2018/19, subject to an endorsed 2018/19 budget bid for additional resources. Officers will work to implement the proposed approach of a Deliberative Poll in the first half of 2018/19.

#### 7.07 Develop Information Services Strategy

Council Plan initiative:

Continue to implement strategies that enhance customer and community experiences with Council across all services.

Council is developing an Information Services Strategy to identify the strengths and weaknesses of current practices and the future ICT needs required to deliver effective and efficient services to the community and internal stakeholders.



**Branch** Information Services

##### Quarterly Milestones

**September** Q1. Complete development of the new three year Information Services Strategy

**December** Q2. Commence implementation and reporting on first year actions within the Information Services Strategy

**March** Q3. Continue implementation and reporting on first year actions within the Information Services Strategy

**June** Q4. Continue implementation and reporting on first year actions within the Information Services Strategy

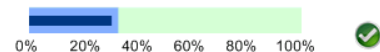
**Quarterly Progress Comments** Draft Information Services policy 2018-2021 is complete and a report was presented to Executive in December 2017.

#### 7.08 Focus on customer responsiveness

Council Plan Initiative:

Continue to implement strategies that enhance customer and community experience with Council across services.

Council's customer responsiveness is focussed on providing exceptional customer service, delivering seamless experiences and resolving enquiries at the first point of contact.



**Branch** Corporate Planning and Performance

##### Quarterly Milestones

**September** Q1. Establish the Customer Experience core group to drive business and process improvements

**March** Q3. Develop a reporting framework for customer feedback and complaints

**June** Q4. Streamline complaint resolution process

## Attachment 3 - December 2017 Annual Plan Progress Report

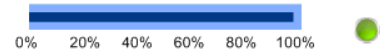
### 2017/18 Annual Plan Quarterly Progress Report December

<b>Quarterly Progress Comments</b>	The Customer Experience core group terms of reference have been drafted, membership has been agreed with Executive and meetings are scheduled for next Quarter.
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#### 7.09 Transmission of Council meetings

Council Plan initiative:  
Implement a cost effective system to broadcast Council meetings

Council will implement a twelve month trial of recording and publication of Council meetings on Council's website .



**Branch** Governance and Support

#### Quarterly Milestones

<b>September</b>	Q1. Develop a proposal for digital transmission of meeting proceedings and submit to Council for endorsement
<b>December</b>	Q2. Commence recording and transmission of Council meetings
<b>Quarterly Progress Comments</b>	A proposal for digital transmission of meeting proceedings has been submitted and was endorsed by Council in August 2017. Since September 2017, Council meetings have been recorded and published as an audio stream from Council's website.

#### 7.A Other Council Plan initiative - Financial sustainability

Regularly review and update long-term financial planning to guide our budget decisions to ensure they are responsible and sustainable.

**Branch** Finance

#### Quarterly Milestones

<b>September</b>	Q1. Commence a comprehensive review of the assumptions underpinning the LTFS for the 2018/19 budget process
<b>December</b>	Q2. Complete a comprehensive review of the assumptions underpinning the LTFS for the 2018/19 budget process
<b>Quarterly Progress Comments</b>	In adopting the 2017/18 Budget, Council introduced a number of measures to improve financial sustainability. Council is working toward implementing these measures through the Long Term Financial Strategy, 2017/18 Budget and planning for the 2018/19 Budget. Workshops with Councillors and Executive will commence in the new year where financial parameters and assumptions will be proposed to feed into the build of the draft 2018/19 Budget.

#### 7.B Other Council Plan initiative - Governance awareness program

Provide training and re-enforcement of good governance practices.

**Branch** Governance and Support

#### Quarterly Milestones

<b>September</b>	Q1. Provide advice to staff regarding the need to properly record Assemblies of Councillors and develop a new form and guidance material to improve compliance
<b>December</b>	Q2. In the lead up to Christmas, provide advice and resources to Council staff regarding the appropriate treatment of offers of gifts
<b>March</b>	Q3. Provide guidance to staff on the progress of the review of the Local Government Act 1989, and identify possible implications for existing governance practices throughout the organisation
<b>June</b>	Q4. Participate in Privacy Awareness Week 2018, with a particular focus on the communication to staff of the importance of adherence to the Privacy Principles

February 08, 2018

Page 65 of 67

## Attachment 3 - December 2017 Annual Plan Progress Report

### 2017/18 Annual Plan Quarterly Progress Report December

**Quarterly Progress Comments** Provide advice to staff regarding the need to properly record Assemblies of Councillors and develop a new form and guidance material to improve compliance-Audit of stakeholders completed. Communication material drafted and pending finalization. Slight delay in communication - expected completion in November 2017.

In the lead up to Christmas, provide advice and resources to Council staff regarding the appropriate treatment of offers of gifts-Material drafted ready for distribution in mid November.

**Attachment 3 - December 2017 Annual Plan Progress Report**

2017/18 Annual Plan Quarterly Progress Report December

**Highlights and Achievements**

**Branch** *Corporate Planning and Performance*  
**Unit** *Corporate Planning*

Local Government Performance Reporting Framework 2016/17 results were released publically on the State Government's Know Your Council website in December. This is the culmination of six months work from officers across the organisation reporting service performance results , preparing the Performance Statement and supporting evidence for audit, inclusion in the Annual Report and submission to Local Government Victoria in accordance with their requirements and deadlines .

*February 08, 2018**Page 67 of 67*

## Attachment 4 - 2017/18 Budget Resolution Implementation - February Progress Report

### 2017/18 Budget Resolution Implementation – Progress Report – Council 20 March 2018

Ref	Resolution element	Lead	Responsible Officer	Actions	Due date	Status	Progress Comment
	2. (a) to articulate the following financial parameters for the 2017/18 budget and term of its new 4-year Council Plan, to be achieved by 30 June 2020, to improve Council's overall financial position;						
	(i) continue to achieve improved operating efficiencies through measures including:						
1	a. reviewing management staffing levels and corporate structures	CEO with GM PC&C	CEO with GM PC&C	1. First draft for internal project team review	Sept 2017	Complete	A confidential update will be presented to Council on progress toward a review of management staffing levels and corporate structures.
				2. Initial Exec Review	Nov 2017	Complete	
				3. Final Exec review	Jan 2018	Complete	
				4. Present to Council as part of mid-term review	Mar 2018	Complete	
2	b. further shared services and joint procurement	DCB&F	Manager Audit and Internal Controls	1. Project control brief to be completed	Nov 2017	Complete	Council has entered into a formal partnerships with the City of Melbourne, Port Phillip and Maribyrnong City Council known as the Central City Collective (CCC).  A number of collaborative procurement initiatives were completed in 2017 and a schedule for 2018 has been completed.  Yarra has proposed to the CCC Board a planning session to further advance this partnership in 2018. A report on further shared services and joint procurement will be presented to Executive in March 2018 with a briefing to Councillors to follow the CCC meeting on 8 March. This could be late
				2. Executive Review	Dec 2017	Complete	
				3. Present to Council	Apr 2018	On track	

## Attachment 4 - 2017/18 Budget Resolution Implementation - February Progress Report

Ref	Resolution element	Lead	Responsible Officer	Actions	Due date	Status	Progress Comment
							March/Early April depending on the outcome of the meeting.
3	c. reducing the use and cost of external consultants (including legal services)	GM-CEO Office	GM CEO Office	1. Initial Exec review	Nov 2017	Complete	Separate report will be presented to Council as part of the mid-year review.
				2. Final Exec review	Jan 2018	Complete	
				3. Present to Council as part of mid-term review	Mar 2018	Complete	
4	with reporting to Council as part of the mid-term review in 2(a)(ix);	CEO	CEO with support of all Executive	Report to Council on the 2017/18 Budget Resolution through the mid-year report.	Mar 2018	Complete	
5	(ii) implementing more effective debtor management strategies with actions reported on quarterly	DCB&F/ CFO	CFO	1. Review the current debtor management across the organisation.	Dec 2017	Complete	Council's overall debt position has been reviewed with target areas identified. The Finance team will work with each Branch to ensure they are delivering efficient and effective debt management practices to maximise Council cash flow, and recommend changes to Executive and Council in the first half of 2018.
				2. Review the processes within each branch to ensure they are delivering efficient and effective debt management practices and maximising Council cash flow, and recommend changes if needed.	Mar 2018	On track	
				3. Implement recommended changes if endorsed by Exec and Council.	Jun 2018	On track	
6	(iii) complete the delivery of a comprehensive property management strategy with targets to increase revenue from more effective use of assets, and prudent management of assets surplus to Council's requirements	GM-CEO Office	Property Services Unit Manager	1. Final Exec review	Aug 2017	Complete	The Property Strategy and Property Strategy Assessment Framework were adopted by Council on 6 March 2018.
				2. Councillor Briefing	Aug 2017	Complete	

## Attachment 4 - 2017/18 Budget Resolution Implementation - February Progress Report

Ref	Resolution element	Lead	Responsible Officer	Actions	Due date	Status	Progress Comment
7	(iv) that as part of the mid-term review in 2(a)(ix), Council receive a report, on how cash flow can be improved by setting a working capital ratio target over the next 4 years of 1.4 to be achieved by 30 June 2020	DCB&F/ CFO	CFO & Exec	1. Work with the Executive on how to achieve cash savings or generate additional cash revenue of \$9M by June 2021 (all other parameters being equal).	31 Dec 2017	Complete	Refer to the mid-year financial review report for commentary on cash flow.  The liquidity ratio at the end of December 2017 is 3.86. The forecast liquidity ratio at 30 June 2018 is 1.07.
			CFO	2. Report to Council on how that will be achieved, via the mid-year report.	Mar 2018	Complete	The Mid Year Report presented to Council on 20 March 2018 recommends the date for achievement of the liquidity ratio and other financial measures be amended to 30 June 2021 in line with the conclusion of the Council Plan 2017-21.
			CFO & Exec	3. Implement recommended changes if endorsed by Exec and Council.	Jun 2018	On track	
8	(v) continue advocacy to increase Council's external grants for 2017/18 and subsequent years	CEO	CEO	Continue to proactively advocate for grant funding for the City of Yarra.	Ongoing	On track	Council continues to seek out and advocate for external funding opportunities.  External grants notified as being successful at the end of December is \$804k.
9	(vi) increase the quality of communication with regards to open space contributions, by reporting quarterly on contribution income, expenditure and the running balance (through the quarterly financial reports);	DCB&F	CFO	Report quarterly through the Finance Report on contribution income, expenditure, and the running balance.	Oct 2017	Complete	Reporting on contribution income, expenditure and the running balance on the Open Space Reserve is now occurring through the quarterly financial reports.
10	(vii) complete the review of Council's fleet with the aim of reducing passenger fleet reliance;	DCW&A	Manager City Works	1. Prepare a report for Executive	Oct 2017	Complete	Fleet has fitted telematics devices into 100 of its passenger vehicles. The devices were fitted in December 2017 and will provide Fleet with accurate utilisation data. Fleet requires 6 months of data to make informed decisions around reducing the fleet. The size of the fleet is determined by the requirements of each branch across Council. The data will inform Fleet and branch managers how best to utilise the fleet at its optimum size.
				2. Prepare a report for Council	Oct 2017	Complete	
				3. Analyse trend data and re-review in 12 months' time	Oct 2018	On track	



## Attachment 4 - 2017/18 Budget Resolution Implementation - February Progress Report

Ref	Resolution element	Lead	Responsible Officer	Actions	Due date	Status	Progress Comment
11	(viii) that progress against the above parameters be reported in quarterly financial reports during this Council's 4-year term;	CFO	CFO	Report quarterly through the Finance Report on the 2017/18 Budget Resolution actions.	Oct 2017	Complete	Quarterly reporting, along with monthly reporting to Council's finance Committee has been enhanced to meet Council's requirements and will continue to be refined over the four years.
12	(ix) that the Chief Executive Officer implement a rigorous review of the 2017/18 budget and that Council receive a comprehensive mid-term review by the first Council meeting of 2018 ;	CEO	CFO & Exec	1. Complete a review of 2015/16 and 2016/17 Budget vs Actuals for each Branch	Nov 2017	Complete	Refer to the mid-year financial review report. The Finance Team has completed a review of 2015/16 and 2016/17 Budget vs Actuals for each Branch to inform budget discussions with Managers throughout February/March.  Revenue and Expenditure parameters have been discussed by Council through 2018/19 Budget planning sessions which are being used to guide the discussions with Managers and development of the 2018/19 Draft Budget.
				2. Assess this information against mid-year results and annual budget for 2017/18	Mar 2018	On track	
				3. Report to Exec on the results	Mar 2018	On track	
				4. Report to Council on the results	Mar 2018	On track	
				5. Implement recommended changes if endorsed by Council	Mar+ 2018	On track	
	(b) to implement:						
13	(i) the approach to the planning of capital works, including renewals and maintenance, be communicated more effectively to the Yarra community	DCW&A	Manager Advocacy & Eng (MA&E)	Communications plan to be developed and implemented, outlining the capital works program process	Nov 2017 – Apr 2018	On Track	A communications plan is being developed. Communication actions will be rolled out from March 2018, these will include a plain English infographic explaining the infrastructure budget planning process, social media and Yarra News.
14	(ii) the production of a supplementary plain language budget document that makes the budget more meaningful and accessible to the Community	DCB&F/CFO with Comms	CFO	1. Complete a supplementary plain language budget document for the 2018/2019 budget.	Mar 18	On track	Work on a supplementary plain language budget document for the 2018/2019 budget will commence in February 2018, drawing on examples from other Councils and enhancing infographics and information the Yarra community is familiar with.
			CFO/ Comms	2. Engage the Comms team to trial its effectiveness.	Mar 18	On track	

## Attachment 4 - 2017/18 Budget Resolution Implementation - February Progress Report

Ref	Resolution element	Lead	Responsible Officer	Actions	Due date	Status	Progress Comment
			CFO/Exec	3. Engage with Exec to test the draft document.	Mar 18	On track	
			CFO/Council	4. Engage with Council to test the draft document.	Mar 18	On track	
			CFO	5. Engage with volunteers from the Yarra Community to test the draft document.	Mar 18	On track	
			CFO	6. Make any changes requested by Council and the community volunteers, and have document ready to be launched with Draft Budget.	Apr 2018	On track	
	(iii) that considering Council's financial position and the need to review expenditure and/or find additional revenue, and further, considering impacts of changes in expenditure on the provision of services to the community:						
15	a Council call for a report outlining a proposed participatory/deliberative process to engage a representative sample of the Yarra population in the development of a Services Policy; this process may take the form of a panel, a citizen's jury or some other form;	A/DCWB	UMSPR	1. Establish Project Control Group and Project working team	Sep 2017	Complete	Report presented to Council on 5 December 2017. Process and revised timelines endorsed. A Budget bid has been developed and the project will commence in 2018/19 if funded.
			UMSPR	2. Seek professional advice on cost and process for baseline market research and deliberative engagement	Oct 2017	Complete	
			UMSPR	3. Report to Executive to confirm expectations and timelines	Oct 2017	Complete	
			UMSPR	4. Report to Council outlining proposed participatory/deliberative engagement process and confirm expectations and timelines	Nov 2017	Complete	

## Attachment 4 - 2017/18 Budget Resolution Implementation - February Progress Report

Ref	Resolution element	Lead	Responsible Officer	Actions	Due date	Status	Progress Comment
			UMSPR	5. Develop and submit 2018/19 Budget Bid	Jan 2018	Complete	
			UMSPR	6. Commence procurement consultant services - market research and deliberative engagement consultancy	Jun/Jul 2018	Not started	
			UMSPR	7. Administer baseline community poll	Jul/Aug 2018	Not started	
			UMSPR	8. Undertake deliberative engagement – community poll	Sep/Oct 2018	Not started	
			UMSPR	9. Report to Council on outcomes of deliberative engagement process	Late 2018	Not started	
			UMSPR	10. Commence policy development	Early 2019	Not started	
			UMSPR	11. Complete policy	By 30 Jun 2019	Not started	
15	b that this Services Policy will <b>guide</b> the types of services and service levels Yarra will continue to provide within expected resources; and	CEO and Exec	As above	As above			As above
15	c that the report to Council should include the costs and way to achieve a proposed participative/deliberative process for a Services Policy in 2017/18.	A/DCWB	As above	As above			As above

## Attachment 4 - 2017/18 Budget Resolution Implementation - February Progress Report

Ref	Resolution element	Lead	Responsible Officer	Actions	Due date	Status	Progress Comment
	3. That Council:						
	(a) having received and considered all submissions under Section 223 of the Local Government Act 1989 (the Act), resolves to incorporate the following amendments to the 2017/18 Budget:						
16	(iii) the Chief Executive Officer to establish dedicated in-house Heritage Advice from existing internal staffing resources on a 12-month trial;	DP&P	DP&P			Complete	A resource from City Strategy has been reallocated as a Senior Advisor City Heritage, reporting to the Group Manager CEO Office.
17	(iv) that as part of the mid-term review in 2(a)(ix), Council receive a report on options for deferring/reducing expenditure in areas that may include the following:	CEO and Exec	CFO	Report to Council on the 2017/18 Budget Resolution through the mid-year report.	Mar 2018	Complete	Refer below and to the mid-year financial review report for identified savings.
18	a. IT infrastructure, including but not limited to PC/laptop replacement, asset management system, mobile devices.	DCB&F/ MIS	MIS	1. Review Expenditure on Council IT infrastructure	Nov 2017 and ongoing	Complete	A review of IS capital expenditure will return approximately \$100k to the capital program in 2017/18.
				2. Update Council through the mid-term review	Mar 2018	Complete	An operational strategy has been finalised and work has commenced on a cost optimisation plan to assist in informing future investment.
19	b. Passenger car renewal	DCW&A	Manager City Works	1. Prepare a report for Executive	Oct 2017	Complete	Fleet has fitted telematics devices into 100 of its passenger vehicles. The devices were fitted in December 2017 and will provide Fleet with accurate utilisation data. Fleet requires 6 months of data to make informed decisions around reducing the fleet. The size of the fleet is determined by the requirements of each branch across Council. The data will inform
				2. Prepare a report for Council	Oct 2017	Complete	
				3. Analyse trend data and re-review in 12 months' time	Oct 2018	On track	

## Attachment 4 - 2017/18 Budget Resolution Implementation - February Progress Report

Ref	Resolution element	Lead	Responsible Officer	Actions	Due date	Status	Progress Comment
							<p>Fleet and branch managers how best to utilise the fleet at its optimum size. Fleet will present a report to Council upon review of the optimisation data which will outline the capital and operational requirements going forward.</p> <p>Fleet are undertaking a review of the fleet strategy. The strategy is exploring how to operate an optimum, environmental fleet at the best value for money for Council. The strategy will explore different modes of transport. The strategy will be completed by June 2018.</p>
20	c. Expenditure on building assets and Council owned premises	DCW&A	MB&AM	1. Review the expenditure on Council properties and identify opportunities for consideration.	Oct-Nov 2017	Complete	Officers have identified a number of Capital projects that will be deferred or discontinued to provide a \$1.4 million saving within the current financial year. These are presented in Attachment 4a following.
				2. Prepare and present a report to Executive.	Dec 2017	Complete	
				3. Report to Council through the mid-term review.	Mar 2018	Complete	

# Attachment 4 - 2017/18 Budget Resolution Implementation - February Progress Report

Attachment 4a - Potential Deferrals - 2017/18 CAPEX program

	Project Code	Project Name	Adopted Budget	Running total	Potential Deferral amount	Potential Deferral (running Total)	Commitment free	Notes or reason for nominating this project	Asset Type	Not commenced	Not linked to ext funding	Delivery Ready	Address Risk	Service Need	Creates Backlog	TOTAL	Impact of not proceeding (qualitative)
1	175639140000	Mary st road pavement works (Madden st to Barkley Ave), Richmond	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	Yes	Project to be done next year as scope/funding will need to increase	ROAD	Y	Y	1	2	1	1	5	Proposal to stage works over two financial years and defer pavement works to 18/19
2	18223940000	FTH- Mechanical	\$ 400,000	\$ 450,000	\$ 320,000	\$ 370,000	No	Suggest leave \$80k for Design and defer \$320k for project implementation. Seek external contribution towards implementation.	Buildings	Y	Y	1	1	3	3	8	Comfort issue for meetings held in hall area and reading room. Will create some backlog pressure on building program. Recommend retrain \$80k to complete design as this will lower overall delivery risk and position Council well if external or internal funding becomes available.
3	77193920000	Rushall Reserve shared path by-pass	\$ 545,000	\$ 995,000	\$ 485,000	\$ 855,000	No. Approximately \$40k has been committed to date and further funding will be required to get the project through to town planning stage. We may require up to \$475k in total.	There is a Council resolution to build the path, but design/planning is far from complete and there are a range of issues still to be resolved. No construction will occur in the current financial year.	OPEN SPACE	Construction not commenced	Y	1	1	1	5	8	Will need to fund this project in 18/19. Will need to be resubmitted for budget reconsideration.
4	171139280000	Edmund st footpath works (Little Edmund st to Walker st), Clifton Hill	\$ 30,000	\$ 1,025,000	\$ 30,000	\$ 885,000	Yes	Can be deferred and it wont effect R2R funding	ROAD	Y	Y	5	2	1	1	9	Potentially higher level of reactive maintenance required but should be able to be managed within existing resources.
5	171239280000	Ferwick st footpath works (Wright st to Spensley st), Clifton Hill	\$ 50,000	\$ 1,075,000	\$ 50,000	\$ 935,000	Yes	Can be deferred and it wont effect R2R funding	ROAD	Y	Y	5	2	1	1	9	Potentially higher level of reactive maintenance required but should be able to be managed within existing resources.
6	171339280000	Johnston st footpath works (Gold st to Hoddle st), Collingwood	\$ 40,000	\$ 1,115,000	\$ 40,000	\$ 975,000	Yes	Can be deferred and it wont effect R2R funding	ROAD	Y	Y	5	2	1	1	9	Potentially higher level of reactive maintenance required but should be able to be managed within existing resources.
7	171439280000	Johnston st footpath works (Wellington st to Gold st), Collingwood	\$ 40,000	\$ 1,155,000	\$ 40,000	\$ 1,015,000	Yes	Can be deferred and it wont effect R2R funding	ROAD	Y	Y	5	2	1	1	9	Potentially higher level of reactive maintenance required but should be able to be managed within existing resources.
8	172739280000	Sackville st footpath works (Gold st to Hoddle st), Collingwood	\$ 40,000	\$ 1,195,000	\$ 40,000	\$ 1,055,000	Yes	Can be deferred and it wont effect R2R funding	ROAD	Y	Y	5	2	1	1	9	Potentially higher level of reactive maintenance required but should be able to be managed within existing resources.
9	172839280000	Sackville st footpath works (Wellington st to Gold st), Collingwood	\$ 25,000	\$ 1,220,000	\$ 25,000	\$ 1,080,000	Yes	Can be deferred and it wont effect R2R funding	ROAD	Y	Y	5	2	1	1	9	Potentially higher level of reactive maintenance required but should be able to be managed within existing resources.
10	191439430000	RTH Ramps & Entry	\$ 550,000	\$ 1,770,000	\$ 396,000	\$ 1,476,000	No	The Ramp and bulk of internal works could be deferred until 18/19. A glass security door on level 2 is proposed to be delivered in 2017/18 to increase access control to the building. New toilets on the ground floor are proposed to provide public access to toilets. Building Surveyor requirements (on access) state works need to be done by June 2019. The Project Manager has also indicated that because of the delay in this project (ie deciding whether to proceed), this has reduced the likelihood of this project being delivered in 2017/18 (& resolving/impacting of closing the customer service centre issues).	BUILDINGS	Y	Y	1	4	2	3	10	Compliance issue, must be resolved by 30 June 2019. Can be deferred but not beyond June 2019. DDA ramps and additional meeting rooms for confidential consultations in the foyer will be delayed. May create some backlog pressure on building program.

## **11.4 Endorsement of Motions for ALGA National General Assembly**

Trim Record Number: D18/48698

Responsible Officer: Group Manager Chief Executive's Office

### **Purpose**

1. To provide an opportunity for Council to consider submitting motions to the Australian Local Government Association (ALGA) National General Assembly to be held in Canberra on 17 - 20 June 2018.

### **Background**

2. Council has in some prior years submitted motions to the ALGA National General Assembly.
3. Council has an opportunity to submit motions for consideration by the National General Assembly. To be eligible for inclusion in the National General Assembly, motions must follow the principles set out by the ALGA Board, in that they must:
  - (a) be relevant to the work of local government nationally;
  - (b) be consistent with the theme of the NGA, which in 2018 is "*Australia's Future: Make it Local*";
  - (c) complement or build on the policy objectives of the Municipal Association of Victoria;
  - (d) propose a clear action and outcome; and
  - (e) not be advanced on behalf of external third parties which may seek to use the NGA to apply pressure to Board members, to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.
4. Motions must be submitted to the ALGA Secretariat by 30 April 2018.

### **External Consultation**

5. There has been no external consultation in the preparation of this report.

### **Internal Consultation (One Yarra)**

6. Invitations have been extended to all Councillors to consider preparation of motions for consideration by Council for submission to the Assembly.

### **Financial Implications**

7. The attendance of Councillors at the ALGA National General Assembly requires approval by Council and will be the subject of a future report. There are no financial implications of submitting motions to the National General Assembly.

### **Economic Implications**

8. There are no economic implications associated with this report.

### **Sustainability Implications**

9. There are no sustainability implications associated with this report.

### **Social Implications**

10. There are no social implications associated with this report.

### **Human Rights Implications**

11. There are no Human Rights implications associated with this report.

### **Communications with CALD Communities Implications**

12. There are no CALD communities implications associated with this report.



### **Council Plan, Strategy and Policy Implications**

13. Any submitted proposed motion should be consistent with Council's established policy position on the relevant subject.

### **Legal Implications**

14. There are no legal issues associated with this report.

### **Other Issues**

15. None applicable.

### **Options**

16. Council has the option of determining whether or not to submit a motion (or motions) to the National General Assembly in 2018.

### **Conclusion**

17. This report provides Councillors an opportunity for Council endorsement of motions for submission to the Australian Local Government Association (ALGA) National General Assembly to be held on 17-20 June 2018.
18. Councillors are invited to table motions for consideration by Council.

### **RECOMMENDATION**

1. That Council endorse the following motions for submission to the Australian Local Government Association (ALGA) National General Assembly to be held on 17 - 20 June 2018:
  - (a) \_\_\_\_\_
  - (b) \_\_\_\_\_

### **OR**

1. That Council determine not to submit a motion to the Australian Local Government Association (ALGA) National General Assembly to be held on 17 - 20 June 2018.

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

### **Attachments**

There are no attachments for this report.

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## 12.1 Notice of Motion No 3 of 2018 - Review Fees for Community Garden Spaces.

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Trim Record Number: D18/48684

Responsible Officer: Group Manager Chief Executive's Office

I, Councillor Misha Coleman, hereby give notice that it is my intention to move the following motion at the Ordinary Meeting of Council to be held on 20 March 2018:

*"That Council:*

- (a) note the agreement that was the basis for current planter box owner's in Yarra (**refer Attachment 1**);
- (b) note that there are currently no applications pending (*because there have not been any community information programs on the subject, pending a determination on the fees*);
- (c) proceed immediately with the introduction of the proposed fee of \$55.00 per annum per agreement for new planter boxes and introduce a concession rate of \$27.50 per annum per agreement; and
- (d) waive the new fee for those with existing agreements, as per the documentation previously provided by Council to residents."

### Background:

1. To encourage and support urban agriculture and community planting, which is a low-cost, high value activity that is consistent with the City of Yarra's sustainability agenda and is embedded in a number of strategic plans and strategies across our operations.
2. In 2017 Council introduced an annual fee of \$55 for community growing spaces (planter boxes, nature strips and fruit trees). The purpose of the fee was to:
  - (a) discourage uncommitted or uncertain residents from applying for the program; and
  - (b) raise revenue to offset some of the rising costs of running the program.
3. It was clear from the documentation provided by the City of Yarra to the residents who adopted the planter boxes, that no fees would be incurred to residents. Furthermore, there was no indication that fees would be introduced in the future.
4. Additionally, it was not made clear to Councillors in the 2017/2018 budget documents that this new fee was being introduced.
5. Therefore, following petitions received and feedback from many of these early adopter residents, a temporary hold on applying the fee was implemented in November 2017. Applications and renewals for 2017/18 are thus not being processed pending a decision on whether or not a fee should be charged and if yes, the level of fee that is appropriate.
6. In 2012, Council introduced urban agriculture guidelines under the "Community Growing Spaces" program to manage 'guerrilla' gardening that has occurred on Council-managed land. The program provides an opportunity for the community to work together, building more resilient and liveable neighbourhoods through growing, producing and sharing fresh and healthy food. The program creates small gardens located on public land, supported by Council, tended and cared for by the community. These are an effective means of inspiring and enabling food growing in the city and building social and economic wellbeing in communities. For further information on the program can be found at:
 

<https://www.yarracity.vic.gov.au/services/living-sustainably/grow-your-own-food/how-do-i-get-a-planter-box-or-a-laneway-garden#tab-planter-boxes>
7. The 'growing spaces' covered by this program include nature strip gardens and planter boxes. Planter boxes provide the vast majority of the growing spaces.

8. The number of planter box applications has risen over the last few years going from 7 in 2012 to 58 in 2017. There are now 120 agreements with 161 planter boxes, which average out to:
  - (a) 24 agreements/year since the commencement of the program of 2012, or;
  - (b) an average of 32 planter boxes/year since the commencement of the program of 2012;
  - (c) most of the growing spaces are well-cared for, however, there are some ongoing issues which require attention;
  - (d) this care and attention is largely provided by the residents in the streets where they are positioned, noting that to date this has been a free program;
  - (e) for the minority that are not actively cared for by residents, it's considered that any care required is a highly worthwhile use of Council funds and that this expenditure is entirely consistent with our Urban Agriculture agenda; and
  - (f) the current annual cost of the material for the boxes is estimated to be \$8500. This cost is likely to grow due to increasing numbers of applications and rising delivery costs.
9. As a result of the temporary hold on the application of a fee, current community growing space users have not yet been invoiced for the 2017/18 year.

### **Consultation**

10. In May 2015, a nominal fee of \$55 for community growing spaces was presented to the Yarra Urban Agriculture Advisory Committee. The Committee did not oppose the then proposed fee.
11. An annual fee of \$55 for community growing spaces was included in the 2017/2018 budget and subsequently adopted.
12. After the approval of the 2017/2018 budget, letters were sent to all participants of the community growing spaces program (120 people). Council received 17 responses to this letter, objecting to the new fee. A petition opposing the fee was tabled at the Council meeting on 6th December 2017. The petition was signed by 32 people, 4 of whom had also written a submission opposing to the fee and 18, who did not own a planter box.

### **Financial Implications**

13. The available budget for materials is \$8500 per annum.
14. A summary of costs is provided below:
  - (a) Planter box construction \$135/box
  - (b) Delivery from depot to site \$50/box
  - (c) Robust plaque \$18.50/box
  - (d) Planter box removal \$70/box
  - (e) TOTAL MATERIAL COSTS: \$273.50/box
15. Without a fee, a maximum of 31 new boxes per year could be installed (based upon current material costs). The program popularity (based on attendance numbers at workshops) indicates that demand may exceed this capacity, which would be a desirable outcome in terms of urban agriculture objectives.
16. The projected demand should be considered in terms of budget allocation for 2018/2019 (i.e. consideration as to whether the available budget of \$8500 should be increased or not).

## **Legal Implications**

17. As the community garden spaces are located on public land, the Council is responsible/accountable for ensuring any community safety and public risk management issues are addressed. This will require that the garden spaces are monitored and managed according to the Council's adopted Guidelines and will include that periodic inspections be undertaken by the responsible officer.

## **Options**

18. In a recent briefing paper three options have been presented for consideration:
  - (a) retain the fee at the current budgeted rate of \$55 per year;
  - (b) remove the approved budgeted fee; and
  - (c) retain the \$55 fee and introduce a concession rate of \$27.50 per annum per agreement.
19. For the minority of planter boxes that are not actively cared for residents, it's considered that any care required is a highly worthwhile use of Council funds and that this expenditure is entirely consistent with our Urban Agriculture agenda, as is the provision of a small number of new boxes (31).

## ATTACHMENT 1



# NEIGHBOURHOOD GARDEN AGREEMENT

The 'Neighbourhood Gardener', represented by and incorporating:  
**NOMINATED PRIMARY CONTACT**

Office use only  
 Register number: YCG  
 TRIM ref: D

Surname: \_\_\_\_\_ Given Name/s: \_\_\_\_\_  
 Postal Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Postcode: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Email address: \_\_\_\_\_

Have you consulted Council's Community Gardens Facilitator? Yes ☐ No ☐  
 Have you secured a suitable and safe site for your Garden? Yes ☐ No ☐  
 Have you secured neighbourhood support for your Garden? Yes ☐ No ☐  
 Do you agree to adopt Council's Urban Agriculture Guidelines and associated conditions as appropriate, including following all applicable health and safety precautions? Yes ☐ No ☐  
 Do you agree to implement and maintain the conditions, required and unique, that are attached to this agreement (if applicable)? Yes ☐ No ☐ N/A ☐  
 Have you obtained written permission from the occupier of the property in front of which your Garden is to be located (if applicable)? Yes ☐ No ☐ N/A ☐

## TYPE OF NEIGHBOURHOOD GARDEN:

Item	No of items	Location (street address)
Planter box		
Productive trees		
Nature strip		
Garden bed		

Please complete the attached Neighbourhood Garden plan detailing where the garden will be located, specific measurements of the garden, and any council infrastructure such as trees, bins or signage.

Please describe the types of items to be used (types of material used in construction):  
 (Please note: photographs can be provided.)

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The personal information on this form is being collected by Council for the purpose of administration of the Neighbourhood Gardens program and will be kept for record keeping and audit purposes. The Neighbourhood Gardener is asked to report any change of primary contact or significant changes in the operation of the Neighbourhood Garden to Council ASAP. The Neighbourhood Gardener must ensure the safe removal of the Neighbourhood Garden when it is no longer in use. If a Garden is clearly left unattended for an extended period of time, Council may remove it following consultation with the primary contact person or nearby residents.

City of Yarra – Open Space and Recreation  
 P.O Box 168 Richmond VIC 3121  
 Phone: 9205 5782 Fax: 8417 6666  
 Web: <http://www.yarracity.vic.gov.au> Email: [peter.huff@yarracity.vic.gov.au](mailto:peter.huff@yarracity.vic.gov.au)

## PUBLIC LIABILITY INSURANCE

Council has secured public liability insurance to cover the construction and permanent placement of Neighbourhood Gardens on Council roads (and other agreed Council property) at no cost to Neighbourhood Gardeners who comply with the Guidelines for neighbourhood gardens. As a condition of this public liability insurance cover, the Neighbourhood Gardener agrees to:

- Not do anything to prejudice the insurer's position including not admitting to liability should an incident occur which results in damage or injury;
- Notify Council's Risk Management Insurance Co-ordinator (on telephone 9205 5112) or Council's Community Gardens Facilitator (on telephone 9205 5555) immediately, or at the very least within 24 hours of becoming aware of such an incident;
- In the event of a claim being made against the policy, pay the applicable excess (currently \$250 for each and every claim) as detailed in the attached insurance schedule; and
- Disclose any matter which may affect the insurance coverage or be relevant to the insurer's decision to provide the insurance.

## INDEMNITY

The Neighbourhood Gardener indemnifies and holds harmless Council against all suits, actions, proceedings, judgements, claims, demands, costs, expenses, losses or damages for which Council becomes or may become liable in relation to the death or injury to any person or the damage to any property in connection with the Neighbourhood Garden items or activities as controlled by the Neighbourhood Gardener howsoever arising, except to the extent that Council is negligent.

## DECLARATION

I/we apply for a right to construct and maintain a Neighbourhood Garden at locations as nominated in this Agreement. I/we have read and fully understand and agree to comply with the terms and conditions of this Agreement. I/we understand that my/our Agreement may be revoked by Council for any breach of these conditions.

I/we have attached a plan of the Neighbourhood Garden, indicating the location of my/our items and the location of any Council infrastructure (If applicable).

(If signing on behalf of an association indicate position/authority).

Name (please print):

Association (if applicable):

Signature:

Position / authority:

Date:        /        /

OFFICE USE ONLY	
Commencement Date:    /    /	Approved by:
Signature:	
Comments / Unique Conditions to be applied to Agreement:	
Agreement Reference Number:	
Processed by:	Date:    /    /

This Community Garden plan forms part of the Community Garden agreement and must be completed. On this form provide a detailed plan of the garden indicating the exact measurements of the walkway and kerbside zones. The type of dimensions of furniture, council signage and street fixtures must also be shown

[illegible]





# **BROADFORM LIABILITY**

## **POLICY SCHEDULE**

### **HIRERS / PERFORMERS / STALLHOLDERS / PERMIT HOLDERS**

#### **LIABILITY SCHEME**

##### **SECTION A – HIRERS LIABILITY**

<b>Name of Insured:</b>	Various uninsured Hirers of Council owned or controlled facilities
<b>Council:</b>	As specified in the Certificate
<b>The Business:</b>	Activities conducted at and from the hired premises
<b>The Situation and/or Premises:</b>	At and from the Council owned or controlled facility
<b>Hirer:</b>	Means hirer of a Council owned or controlled facility providing hires occur no more than 52 times per annum

##### **SECTION B – PERFORMERS / STALLHOLDERS / ARTISTS / BUSKERS / PARTICIPANTS**

<b>Name of Insured:</b>	Various uninsured Performers, Stallholders, Artists, Buskers and Participants
<b>Council:</b>	As specified in the Certificate
<b>The Business:</b>	Various activities conducted whilst participating in an event or program organised by Council or an event or program where Council requires coverage. Also includes street buskers and street stallholders where required to be insured by Council.
<b>The Situation and/or Premises:</b>	Anywhere within the Municipality

##### **SECTION C – PERMIT HOLDERS (EXCLUDES PRODUCTS LIABILITY COVERAGE)**

<b>Name of Insured:</b>	Various uninsured Local Trader Permit Holders
<b>Council:</b>	As specified in the Certificate
<b>The Business:</b>	Placement of advertising boards and other merchandise on footpaths or areas deemed to be Council property, including street cafes, trading tables, waste management bins and street traders
<b>The Situation and/or Premises:</b>	At various locations within the Council municipality

##### **GENERAL PROVISIONS APPLICABLE TO SECTIONS A, B & C**

<b>Period of Insurance:</b>	From: at 4.00pm AEST as specified in the Certificate To: at 4.00pm AEST as specified in the Certificate
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Limit of Liability:	The amount specified in the Certificate as Limit of Liability (Note: Products Liability coverage does not apply to Permit Holders covered under Section C)
Amendments to Wording:	As per endorsements attached.
Wording Specified:	QBE Broadform Liability Policy, QM2367 - 1109
Claims Deductible:	\$250 each and every claim or series of claims arising out of any one occurrence, or as specified in the Certificate
Premium:	As specified in the Certificate
Policy Number:	AS A085017 PLB
Certificate:	Means the Tax Invoice/Certificate of Insurance issued by JLT Risk Services Division, to various Insured's via Councils participating in the Master Policy

For and on behalf of:

**QBE INSURANCE (AUSTRALIA) LIMITED**

**ABN 78 003 191 035**

**AFS Licence No. 239545**

**Authorised Representative**

## RECOMMENDATION

1. That Council:
  - (a) note the agreement that was the basis for current planter box owner's' in Yarra (**refer Attachment 1**);
  - (b) note that there are currently no applications pending (*because there have not been any community information programs on the subject pending a determination on the fees*);
  - (c) proceed immediately with the introduction of the proposed fee of \$55.00 per annum per agreement for new planter boxes and introduce a concession rate of \$27.50 per annum per agreement; and
  - (d) waive the new fee for those with existing agreements, as per the documentation previously provided by Council to residents.