Council Meeting

to be held at the Civic Centre, Civic Drive, Greensborough on Tuesday 23 March 2021 commencing at 7:00pm.

Attachments

Vince Lombardi Acting Chief Executive Officer

Thursday 18 March 2021

Distribution: Public

Civic Drive, GreensboroughPO Box 476, Greensborough 3088Telephone9433 3111Facsimile9433 3777Websitewww.nillumbik.vic.gov.auEmailnillumbik@nillumbik.vic.gov.au



Nillumbik Shire Council

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Council Meeting

Held at the Civic Centre, Civic Drive, Greensborough on Tuesday 23 February 2021 commenced at 7:03pm.

Minutes

Carl Cowie Chief Executive Officer

Friday 26 February 2021

Distribution: Public

Civic Drive, Greensborough PO Box 476, Greensborough 3088 Telephone 9433 3111 Facsimile 9433 3777 Website <u>www.nillumbik.vic.gov.au</u> Email <u>nillumbik@nillumbik.vic.gov.au</u>



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Nillumbik Shire Council

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Council Meeting Minutes

23 February 2021

Nillumbik Shire Council

Minutes of the Meeting of Nillumbik Shire Council held Tuesday 23 February 2021. The meeting commenced at 7.03pm.

Councillors present:

Cr Richard Stockman	Blue Lake Ward
Cr Karen Egan	Bunjil Ward
Cr Natalie Duffy	Edendale Ward
Cr Peter Perkins	Ellis Ward (Mayor)
Cr Ben Ramcharan	Sugarloaf Ward
Cr Frances Eyre	Swipers Gully Ward (Deputy Mayor)
Cr Geoff Paine	Wingrove Ward

Officers in attendance:

Carl Cowie	Chief Executive Officer
Vince Lombardi	Chief Financial Officer
Hjalmar Philipp	Director Operations and Infrastructure
Blaga Naumoski	Executive Manager Governance, Communications and
Corrienne Nichols Jeremy Livingston Rosa Zouzoulas Joseph Emmanuel Katia Croce	Engagement Executive Manager Communities Executive Manager Business Transformation and Performance Executive Manager Planning and Community Safety Manager Infrastructure Governance Lead

1. Welcome by the Mayor

2. Acknowledgement of Country

The Acknowledgement of Country was read by the Mayor, Cr Peter Perkins.

3. Good Governance Pledge

The Good Governance Pledge was ready by Cr Geoff Paine.

4. Prayer

A prayer was read by read by Father Vladislav Sipovac, Parish Priest from the Serbian Orthodox Church of St Sava, Diamond Creek Road, Greensborough.

5. Apologies

An apology was received from Cr Natalie Duffy.

Council Resolution

MOVED: Cr Frances Eyre SECONDED: Cr Ben Ramcharan

That the apology for Cr Natalie Duffy be noted.

CARRIED

1

23 February 2021

The Deputy Mayor Cr Frances Eyre read the following statement prepared by Cr Natalie Duffy:

Please accept my apologies for not attending this Ordinary Council Meeting. In my short time as Councillor since being elected last November, listening to the community and working together with my Councillor colleagues to build a positive future for our Nillumbik community has been both momentous and exciting.

I love this job and hope to be a good community representative, one who works hard and connects people and Council. Putting community at the heart of Council is my motivation.

Recently I was diagnosed with breast cancer and last week had surgery to help me heal. The road ahead will be rocky as my cancer treatment starts but I want you to know that I remain committed to being the best Councillor I can be. My doctors have advised me to focus on my health at the moment so I won't be as visible as I'd intended to be, but I won't be absent either. I will do what I can, when I can, for our community.

Tonight, my colleagues will be making decisions without me but I trust they will make good decisions. They will also nominate to lead Council's advisory groups. I won't be nominating as a chair at this time but I am interested in our many advisory groups and the work they do. In the coming months I look forward to seeing a us start a new advisory group that will focus on Advancing Reconciliation and I hope to be part of that.

We all have ups and downs in life and sharing the good times along with the bad is what makes us human and compassionate. Sharing my cancer journey it is not meant to shock you but to be honest with you. During COVID we have had much to juggle with health and finances, and I hope that by sharing my message, those of you listening will take a moment to consider having a breast check, a prostate check ... a whatever precautionary health check, so you might avoid health hardship. Breast Cancer Network Australia estimate there are 8000 women unaware they are living with cancer.

Thank you for the blanket of love and support that is being wrapped around me. It is an incredible feeling to know that I am not alone. As a Council, I hope that we can work together so that all in Nillumbik, can feel this tremendous network of nurture through the day to day normality of life in our Green Wedge Shire.

Thank you to my friend and Deputy Mayor Cr Frances Eyre for reading this statement on my behalf.

Kind regards,

Natalie Duffy

Councillor for Edendale Ward.

6. Presentations

Condolence William (Bill) George McKenna

The Mayor Cr Peter Perkins read the following statement:

I was deeply saddened by the passing of William – or Bill, as he was known to most – McKenna on 5 February 2021.

For many years myself, and Nillumbik Shire Council more broadly, had the pleasure of working closely with Bill in his role as president of the Montmorency-Eltham RSL. A Life Member and Meritorious Service Medal recipient of RSL Victoria and had been President of Montmorency-Eltham RSL for 30 years.

23 February 2021

Bill's long-held vision was for the Montmorency-Eltham RSL to be an integral part of the fabric of the local community, and he worked tirelessly to build those connections and bring the vision to reality.

Beginning with the Eltham Cenotaph, Bill believed a memorial of this significance should be easily accessible to all and must therefore occupy a prominent position in the centre of town.

Bill worked with Council to relocate the Eltham Cenotaph to central Eltham, bringing together the pre-existing memorials at the site, including the Ada Lyon sundial and the Memorial Gates.

Bill had a passion for sharing his knowledge and for making connections throughout our community. This was particularly evident in his work with the local schools, where he encouraged and inspired students to participate in the Anzac Day dawn service.

Bill's efforts saw the service grow in prominence to become one of the standout events on our local calendar, with the event attracting thousands of attendees in recent years.

Bill also identified an opportunity to develop the memorial garden and managed the renovations to the site. The gardens include an installation of a theatre of war – offering an educational dimension for visitors to the cenotaph – an element of great importance to Bill.

Bill was also instrumental in the creation of a memorial garden for women – to honour our local service-women – as part of these renovations.

Bill's tireless work ensured the Eltham War Memorial is now an attractive place for quiet reflection and a rightful source of community pride.

A member of Council's Memorials Advisory Committee from 2013 to 2016, Bill, in typical fashion, worked collaboratively with a diverse group of community representatives. He was integral to the development and installation of the suite of Centenary of ANZAC interpretive signage that we see throughout Nillumbik today.

He was also involved in work to bring about improvements to the War Memorials at Diamond Creek and Kangaroo Ground as well as the Lone Pine at Ellis Cottage.

Bill's work in our community went beyond his considerable support of veterans and their families. Local football and cricket Clubs were also among the beneficiaries of Bill's passion and drive to help others.

It is because of people like Bill McKenna that Nillumbik enjoys its rich legacy of service to community – the benefits of which, all of us who are fortunate enough to live here, enjoy.

Bill may have left us, but his contribution endures.

On behalf of Nillumbik Shire Council, I offer my deepest condolences to Bill's family, friends and the members of the Montmorency-Eltham RSL.

Blaga Naumoski, Executive Manager Governance Engagement and Communications temporarily left the meeting at 7.11pm and returned at 7.12pm.

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7. Confirmation of minutes

Confirmation of minutes of the Council Meeting held on Wednesday 27 January 2021.

Council Resolution

MOVED: Cr Geoff Paine SECONDED: Cr Karen Egan

That the minutes of the Council Meeting held on Wednesday 27 January 2021 be confirmed.

CARRIED

8. Disclosure of conflicts of interest

Cr Ben Ramcharan declared a material conflict of interest in Item CM026/21 -Rockcliffe Street Special Charge Scheme – Declaration because a resident subject to the special charge made a significant donation to his campaign.

9. Petitions

Nil

23 February 2021

10. Questions from the gallery

Wendy Faulkner asked the following questions

Question 1

In 2016 the Municipal Building Surveyor of Nillumbik Council issued a number of 'Show Cause' notices on properties in the Rangeview Estate, Diamond Creek. How many show cause notices our still unresolved?

Response

In 2016, a total of 62 Building Notices were issued on properties located within the Rangeview Estate. To date the majority have been resolved with 23 Building Notices remaining.

Out of the 23 remaining Building Notices (affected properties), 11 have been escalated to a Building Order. Specifics of these cases cannot be disclosed due to the privacy requirements.

Question 2

What action is currently underway by the MBS and the Nillumbik Council to enforce the outstanding show cause notices?

Response

Nillumbik Shire Council acknowledges that the affected Owners of the Rangeview estate have been let down by lack of consumer protection and on compassionate grounds has so far resisted calls for prosecution.

Nillumbik Shire Council has been working closely with numerous property owners and their appointed consultants assisting them with options to achieve reasonable level of safety and compliance.

Given that there are now a number of available options to achieve compliance, the Municipal Building Surveyor (MBS) will be following up with the remaining property owners to ensure completion of the required works within reasonable time frames.

Susan Hilton asked the following question

Question

How are you as elected officers going to deliver the principles outlined in the Council's policy of Health and Wellbeing such as:

- protecting public health, preventing disease, illness and injury
- promoting conditions in which people can be healthy
- provide a safe and healthy environment
- enhance mental wellbeing
- support healthy ageing
- advocate for improved traffic management and reduced road congestion
- ensure that the municipal district is maintained in a clean, sanitary condition?

All of the above are outlined in the Nillumbik Plan Strategies for Health and Wellbeing which is a directive from the State Government. In the roads present condition these are not being met.

Response

Council advocates for traffic matters on a number of fronts:

- 1. through direct meetings between Council and Department of Transport teams
- through submissions on major State projects, for example Council's recent submission to the Yan Yean Road Stage 2 Upgrade Environmental Effects Statement and

23 February 2021

3. through political advocacy to relevant Ministers and Members of Parliament.

Gila Schnapp asked the following questions

Question 1

Does Council intend to make a submission to the State government draft of the 30 year Infrastructure Strategy?

Response

Council will not be specifically responding to the 30 Year Infrastructure Strategy but it has responded to other elements of consultation by government related to Infrastructure, e.g. The 10 Year Social and Affordable Housing Strategy. Council regularly advocate to State and Federal government on Infrastructure matters.

Question 2

Does Council intend to make a submission to the State and Federal Electoral boundary reviews, if so in either case, can they please allow the matter to go to Committee to allow the public to be heard prior to submissions being lodged.

Response

Council has no jurisdiction in electoral boundary reviews or realignment, State or Federal, which is largely based on population data and as such will not be making a submission, nor has Council been invited to.

23 February 2021

11. Reports of Advisory Committees

AC.002/21 Advisory Committee Report - 23 February 2021

Distribution: Public

Manager: Blaga Naumoski, Executive Manager Governance, Communications and Engagement

Author: Janet Taylor, Governance Officer

Summary

Council has a range of Advisory Committees which provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation. Although they do not make any formal decisions, they provide valuable advice to Council.

In accordance with Advisory Committee Terms of Reference, the minutes of meetings are presented to Council.

The Health and Wellbeing Advisory Committee meeting held on 9 September 2020. The minutes of the meeting are attached (Attachment 1).

Council Resolution

MOVED:	Cr Karen Egan
SECONDED:	Cr Geoff Paine

That the minutes of the Health and Wellbeing Advisory Committee meeting held 9 September 2020 (Attachment 1) be noted.

CARRIED

The Mayor Cr Peter Perkins temporarily adjourned the meeting at 7.20pm due to technical difficulties being experienced with the live-stream.

The meeting resumed at 7.37pm. The Mayor Cr Peter Perkins advised the gallery that that due to a technical issue with the live stream, sound had not been recording and asked the Deputy Mayor Cr Frances Eyre to re-read Cr Natalie Duffy's statement for the live-stream.

The Mayor Cr Peter Perkins then re-read the Condolence statement of William (Bill) George McKenna for the live-stream. CM.028/21Confirmation of Minutes of Council Meeting held 23 February 2021Attachment 1.Minutes of Council Meeting held 23 February 2021

Council Meeting Minutes

23 February 2021

11. Reports of Special Committees

Nil

Council Meeting Minutes 23 February 2		2021
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CM.012/21	Local Government Performance Reporting Framework - Mid- 2020-2021 Performance Report	<i>íear</i>
Distribution:	Public	
Manager:	Jeremy Livingston, Executive Manager Business Transformation and Performance	
Author:	James Hartigan, Business Performance Analyst	
	Sue Richards, Business Performance Project Officer	

Summary

The purpose of this report is to present to Council the Local Government Performance Reporting Framework (LGPRF) mid-year service performance results for the 2020-2021 financial year.

The report measures Council's current performance against the expected range (based on LGPRF guidelines set by State Government) as well as comparing Council's current performance against the 2019-2020 end of financial year result.

This is the second time Council is completing a mid-year progress update on the LGPRF indicators, with the aim of the report to provide more frequent and current data to better monitor and more proactively address any issues or trends identified with Council's performance.

The report demonstrates that Council is performing well against the LGPRF framework, with all results within the expected range based on Local Government Victoria guidelines, and with a large number of indicators improving compared to previous reports.

Council Resolution		
MOVED: Cr Geoff Paine		
SECONDED:	Cr Frances Eyre	

That Council notes the Local Government Performance Reporting Framework (LGPRF) service performance results for the period from July to December 2020 (**Attachment 1**).

CARRIED UNANIMOUSLY

Council Meeting Minutes 23 Febr		ary 2021
13. Officers' reports		
CM.013/21 Council Plan Quarterly Performance Report - 2020-2021 - Quarter		arter 2
Distribution:	Public	
Manager:	Jeremy Livingston, Executive Manager Business Transforma Performance	ation and
Author:	James Hartigan, Business Performance Analyst	
	Sue Richards, Business Performance Project Officer	

Summary

The purpose of this report is to present the Council Plan Quarterly Performance Report for Council's consideration. The attached report provides the second update on delivery progress and performance of the 2020-2021 Annual Action Plan priority actions, which aligns to delivery of the final year of the Council Plan 2017-2021.

Of the 18 actions in the 2020-2021 Annual Action Plan, 15 actions are 'on track', two actions have 'minor issues' and one action has been completed. The overall position outlined in the report suggests that Council continues to make a solid effort at delivering on the priority actions of the Council Plan and significant outcomes for the community.

The entire year's performance against the delivery of the Council Plan will be published in the Annual Report 2020-2021, which will be presented to the community in September 2021.

Council Resolution

MOVED:	Cr Ben Ramcharan
SECONDED:	Cr Richard Stockman

That Council receives the Council Plan Quarterly Performance Report (Attachment 1) for the second quarter, being the period ending 31 December 2020.

CARRIED

23 February 2021

13. Officers' reports

CM.014/21 Council Amended Submission - DELWP's Planning for Melbourne's Green Wedges & Agricultural Land Consultation Paper

Manager: Rosa Zouzoulas, Executive Manager Planning and Community Safety

Author: Leigh Northwood, Strategic Planning Lead

Summary

The Department of Environment, Land, Water and Planning (DELWP) have produced a Consultation Paper (Attachment 1) which identifies <u>proposed reforms</u> to the Victorian Planning Provisions (planning scheme and supporting practice notes) for Green Wedges and peri-urban areas.

Due to COVID 19 stage 4 restrictions, the original anticipated public release of 12 August for the consultation paper was postponed. In September 2020 advice from DELWP was that subject to easing of stage 4 restrictions, public consultation was programmed to begin on **Tuesday 29 September** and closed on **Tuesday 22 December 2020**. Given the Caretakers period would occur over this same period, Council took the decision to resolve to adopt a submission to the Consultation paper at its 15 September 2020 Council Meeting. In accordance with the Council resolution officers forwarded the adopted submission to DELWP on 13 November 2020.

DELWP provided further formal advice on 17 November 2020 that consultation would begin commencing 26 November 2020 with submissions closing on 5 February 2021. More recent DELWP advice has allowed Council to make a late submission on or about **26 February 2021**.

MOVED: Cr Ben Ramcharan SECONDED: Cr Karen Egan

That Council:

- Adopt the amended submission to the Green Wedge Provisions Review Consultation Paper (Attachment 2), and direct Council officers to formally lodge the adopted submission with DELWP by 26 February 2021; and
- 2. Make the adopted submission publicly available on Council's Participate Nillumbik website.

CARRIED

23 February 2021

13. Officers' reports

CM.015/21 Community Engagement Policy

Distribution:	Public
Manager:	Blaga Naumoski, Executive Manager Governance, Communications and Engagement
Author:	Bianca Caruso, Marketing and Community Engagement Officer Licardo Prince, Communications and Advocacy Lead

Summary

As part of the *Local Government Act 2020* (the Act), it is now a statutory obligation for all Victorian councils to have a Community Engagement Policy in place on or before 1 March 2021.

The policy outlines Council's commitment to provide the community with genuine opportunities to contribute to and inform projects, strategies, services and decisions that affect them.

The intent of this policy is to provide clarity on how Council will fulfil its commitment to engaging with the community in line with the Act.

An initial phase of community engagement was undertaken from 26 October 2020 to 15 November 2020 for community feedback on how they would like to be engaged and to identify areas for improvement.

These findings helped to shape and inform the draft Community Engagement Policy, which was then released for a second phase of community consultation from 16 December 2020 to 26 January 2021.

The general consensus was that the broad principles and approach mapped out in the policy – including its adherence to the IAP2 core values and to deliberative engagement – was positive. The feedback showed a strong emphasis on ensuring that the principles contained in the policy were put into practice.

Minor amendments (primarily for style and grammar) have been made to the draft Community Engagement Policy (Attachment 1).

The purpose of this meeting is to endorse the Community Engagement Policy.

Council Resolution

MOVED: Cr Frances Eyre SECONDED: Cr Geoff Paine

That Council adopts the Community Engagement Policy (Attachment 1), effective immediately.

CARRIED

15

23 February 2021

13. Officers' reports

CM.016/21 Delegated Committee of Council

Distribution:	Public
Manager:	Blaga Naumoski, Executive Manager Governance, Communications and Engagement
Author:	Katia Croce, Governance Lead
	Emma Christensen, Senior Governance Officer

Summary

At the Extraordinary Meeting of Council held Tuesday 24 November 2020, Council resolved to defer the appointment of Councillors to portfolios in the Future Nillumbik Committee (FNC), appoint an interim chairperson to the FNC and request officers report back to Council on the options for Council's Delegated Committee structure.

This report seeks Council resolution to abolish the FNC and, in accordance with section 63 of the *Local Government Act 2020* (the Act) establish a new delegated committee.

Recommendation

That Council:

- Resolves to abolish the Future Nillumbik Committee as a delegated committee effective 10 March 2021;
- 2. Revokes the Instrument of Delegation to the Future Nillumbik Committee adopted 25 August 2020 effective 10 March 2021;
- Establishes the delegated committee, Planning and Consultative Committee effective 11 March 2021;
- 4. Appoints all seven Councillors to the Planning and Consultative Committee;
- Approves the Instrument of Delegation for the Planning and Consultative Committee (Attachment 1);
- Approves the Terms of Reference for the Planning and Consultative Committee (Attachment 2);
- Adopts and advertises the Planning and Consultative Committee meeting schedule for 2021 (Attachment 3);
- 8. Appoints Councillor ______ to act as chair for Planning Matters before the Planning and Consultative Committee until 24 November 2021;
- 9. Appoints Councillor ______ to act as chair for Consultative Matters before the Planning and Consultative Committee until 24 November 2021; and
- 10. Authorises the Common Seal of Nillumbik Council to be affixed to the Instrument of Delegation to the Planning and Consultative Committee (Attachment 1).

23 February 2021

13. Officers' reports

CM.016/21 Delegated Committee of Council

Motion

MOVED: Cr Frances Eyre SECONDED: Cr Geoff Paine

That Council:

- Resolves to abolish the Future Nillumbik Committee as a delegated committee effective 10 March 2021;
- Revokes the Instrument of Delegation to the Future Nillumbik Committee adopted 25 August 2020 effective 10 March 2021;
- 3. Establishes the delegated committee, Planning and Consultative Consultation Committee effective 11 March 2021;
- 4. Appoints all seven Councillors to the Planning and Consultative Consultation Committee;
- Approves the Instrument of Delegation for the Planning and Consultative Consultation Committee (Attachment 1) with minor wording changes to 3.1 and the purpose;
- 6. Approves the Terms of Reference for the Planning and Consultative Consultation Committee (Attachment 2) with the following changes:
 - a) Under the heading membership and chairperson under dot point 2 end the sentence by removing the words 'or in their absence at a meeting by a Councillor present appointed by the committee members present'
 - b) Under dot point 7 replace the words 'committee will select a' with 'Deputy Mayor be the'; and
 - c) Under the section officer delegation to determine planning matters include the words 'called in' at the end of point 5;
- Adopts and advertises the Planning and Consultative Consultation Committee meeting schedule for 2021 (Attachment 3);
- 8. Appoints Councillor **Cr Geoff Paine** to act as chair for Planning Matters before the Planning and Consultative **Consultation** Committee until 24 November 2021;
- 9. Appoints Councillor **Cr Ben Ramcharan** to act as chair for Consultative **Consultation** Matters before the Planning and Consultative **Consultation** Committee until 24 November 2021; and
- Authorises the Common Seal of Nillumbik Council to be affixed to the Instrument of Delegation to the Planning and Consultative Consultation Committee (Attachment 1).

THE MOTION WAS PUT TO THE VOTE AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

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13. Officers' reports

CM.016/21 Delegated Committee of Council

Council Resolution

MOVED: Cr Frances Eyre SECONDED: Cr Geoff Paine

That Council:

- Resolves to abolish the Future Nillumbik Committee as a delegated committee effective 10 March 2021;
- Revokes the Instrument of Delegation to the Future Nillumbik Committee adopted 25 August 2020 effective 10 March 2021;
- Establishes the delegated committee, Planning and Consultation Committee effective 11 March 2021;
- 4. Appoints all seven Councillors to the Planning and Consultation Committee;
- 5. Approves the Instrument of Delegation for the Planning and Consultation Committee (Attachment 1) with minor wording changes to 3.1 and the purpose;
- Approves the Terms of Reference for the Planning and Consultation Committee (Attachment 2) with the following changes:
 - a) Under the heading membership and chairperson under dot point 2 end the sentence by removing the words 'or in their absence at a meeting by a Councillor present appointed by the committee members present'
 - Under dot point 7 replace the words 'committee will select a' with 'Deputy Mayor be the'; and
 - c) Under the section officer delegation to determine planning matters include the words 'called in' at the end of point 5;
- Adopts and advertises the Planning and Consultation Committee meeting schedule for 2021 (Attachment 3);
- 8. Appoints Councillor Cr Geoff Paine to act as chair for Planning Matters before the Planning and Consultation Committee until 24 November 2021;
- 9. Appoints Councillor Cr Ben Ramcharan to act as chair for Consultation Matters before the Planning and Consultation Committee until 24 November 2021; and
- Authorises the Common Seal of Nillumbik Council to be affixed to the Instrument of Delegation to the Planning and Consultation Committee (Attachment 1)

CARRIED UNANIMOUSLY

23 February 2021

13. Officers'	reports
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CM.017/21 Council's Advisory Committees

Distribution: Public

Manager:	Blaga Naumoski, Executive Manager Governance, Communications and Engagement
Author:	Katia Croce, Governance Lead

Emma Christensen, Senior Governance Officer

Summary

At the Extraordinary Meeting of Council held Tuesday 24 November 2020, Council appointed the Mayor and Deputy Mayor as representatives to the Audit and Risk Committee, all Councillors to the CEO Employment Matters Committee, and deferred the appointment of Councillors to other advisory committees pending a review of the current arrangements.

The existing arrangements for advisory committees have been reviewed and this report seeks to retain the existing 12 advisory committees, appoint Councillors to the nine Advisory Committees deferred at the Ordinary Council Meeting on 24 November 2020, the new Nillumbik Youth Council, and request a further report to Council relating to the Environment and Sustainability Advisory Committee (ESAC).

Recommendation

That Council:

1. Retains the following Advisory Committees and appoints Councillors as its representatives for the 2021 Council year:

Advisory Committee	Councillor(s) appointed
Arts Advisory Committee	1(Chair) 2(Deputy Chair)
Economic Development Advisory Committee	1 (Chair) 2 3
Environment and Sustainability Advisory Committee	1 (Chair) 2 (Alternate Chair)
Health and Wellbeing Plan Advisory Committee	1
Inclusion Advisory Committee	1 (Chair) 2 (Alternate Chair)
Living and Learning Advisory Committee	1
Nillumbik Youth Council	1

23 February 2021

13. Officers' reports

CM.017/21 Council's Advisory Committees

Panton Hill Bushland Reserves System User Group Advisory Committee	1 (Chair)
Positive Ageing Advisory Committee	1 (Chair)
Recreational Trails Advisory Committee	1 or more councillors appointed by Council

- Requests officers to prepare a further report relating to the Environment and Sustainability Advisory Committee including a review of the existing Terms of Reference and operation to be considered at a future Council Meeting.
- Requests officers prepare a standardised format to advisory committee terms of reference giving effect to gender equality, diversity and inclusiveness, to be adopted by all Council Advisory Committees as part of their next scheduled review.

MOVED: Cr Kar	ren Egan
SECONDED: Cr Fra	nces Evre

That Council:

Motion

 Retains the following Advisory Committees and appoints Councillors as its representatives for the 2021 Council year:

Advisory Committee	Councillor(s) appointed
Arts Advisory Committee	Cr Geoff Paine (Chair) Cr Peter Perkins (Deputy Chair)
Economic Development Advisory Committee	Cr Geoff Paine (Chair) Cr Karen Egan Cr Richard Stockman
Environment and Sustainability Advisory Committee	Cr Karen Egan (Chair) Cr Ben Ramcharan (Alternate Chair)
Health and Wellbeing Plan Advisory Committee	Cr Richard Stockman
Inclusion Advisory Committee	Cr Peter Perkins (Chair) Cr Frances Eyre (Alternate Chair)
Living and Learning Advisory Committee	Cr Geoff Paine
Nillumbik Youth Council	Cr Ben Ramcharan

23 February 2021

13. Officers' reports

CM.017/21 Council's Advisory Committees

Advisory Committee	Councillor(s) appointed
Panton Hill Bushland Reserves System User Group Advisory Committee	Cr Ben Ramcharan (Chair)
Positive Ageing Advisory Committee	Cr Frances Eyre (Chair)
Recreational Trails Advisory Committee	Cr Karen Egan Cr Richard Stockman

- Requests officers to prepare a further report relating to the Environment and Sustainability Advisory Committee including a review of the existing Terms of Reference and operation to be considered at a future Council Meeting.
- Requests officers prepare a standardised format to advisory committee terms of reference giving effect to gender equality, diversity and inclusiveness, to be adopted by all Council Advisory Committees as part of their next scheduled review.

THE MOTION WAS PUT TO THE VOTE AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

Council Resolution

MOVED:	Cr Karen Egan
SECONDED:	Cr Frances Eyre

That Council:

1. Retains the following Advisory Committees and appoints Councillors as its representatives for the 2021 Council year:

Advisory Committee	Councillor(s) appointed
Arts Advisory Committee	Cr Geoff Paine (Chair) Cr Peter Perkins (Deputy Chair)
Economic Development Advisory Committee	Cr Geoff Paine (Chair) Cr Karen Egan Cr Richard Stockman
Environment and Sustainability Advisory Committee	Cr Karen Egan (Chair) Cr Ben Ramcharan (Alternate Chair)
Health and Wellbeing Plan Advisory Committee	Cr Richard Stockman
Inclusion Advisory Committee	Cr Peter Perkins (Chair) Cr Frances Eyre (Alternate Chair)
Living and Learning Advisory Committee	Cr Geoff Paine

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13. Officers' reports

CM.017/21 Council's Advisory Committees

Advisory Committee	Councillor(s) appointed
Nillumbik Youth Council	Cr Ben Ramcharan
Panton Hill Bushland Reserves System User Group Advisory Committee	Cr Ben Ramcharan (Chair)
Positive Ageing Advisory Committee	Cr Frances Eyre (Chair)
Recreational Trails Advisory Committee	Cr Karen Egan Cr Richard Stockman

- Requests officers to prepare a further report relating to the Environment and Sustainability Advisory Committee including a review of the existing Terms of Reference and operation to be considered at a future Council Meeting.
- Requests officers prepare a standardised format to advisory committee terms of reference giving effect to gender equality, diversity and inclusiveness, to be adopted by all Council Advisory Committees as part of their next scheduled review.

CARRIED

Council Meeti 13. Officers'	0	23 February 2021
CM.018/21	C134nill Rezoning of 20A Henry Street and 20	Dudley Street, Eltham
Distribution:	Public	

Manager:	Rosa Zouzoulas, Executive Manager Planning and Community Safety
Author:	Bea Guevara, Senior Strategic Planner

Summary

The purpose of this report is to seek a Council resolution to gain authorisation from the Minister for Planning to amend the Nillumbik Shire Scheme, pursuant to Section 8A of the *Planning and Environment Act 1987*.

The amendment proposes to correct a mapping anomaly that occurred as part of an amendment to the Nillumbik Planning Scheme C117nillpt1 to rezone Council reserves to the Public Park and Recreation Zone (PPRZ).

The PPRZ has been applied incorrectly (via mapping) to a privately owned parcel of land located at 20 Dudley Street, Eltham where this mapping (PPRZ) should apply to the Henry Street Reserve at 20A Henry Street, Eltham. This amendment proposes to reinstate the Activity Centre Zone Schedule 1 (ACZ1) to 20 Dudley Street, Eltham (the correct zone).

There is an existing planning permit application to subdivide 20 Dudley Street, Eltham into seven lots to reflect the finished construction of seven units. The matter has been discussed with Department of Environment, Land, Water and Planning (DELWP) and they have recommended that Council submit the Amendment as a 'fast track' Section 20(4) amendment. As the amendment is correctional, it will be exempt from notice requirements under Section 9 of the *Planning and Environment Act 1987* and Exhibition.

It is recommended that Council seeks authorisation from the Minister for Planning under Section 8A of the *Planning and Environment Act 1987* (the Act) to prepare Amendments C134nill as shown in **Attachments 1, 2, 3 and 4** to this report.

Council Resolution

MOVED: Cr Geoff Paine SECONDED: Cr Frances Eyre

That Council resolves to request the Minister for Planning under Section 8A of the *Planning and Environment Act 1987* to authorise the preparation of Amendment C134nill to the Nillumbik Shire Planning Scheme as a Section 20(4) amendment to:

- 1. Rezone 20 Dudley Street, Eltham from Public Park and Recreation Zone to Activity Centre Zone Schedule 1.
- Rezone 20A Henry Street, Eltham from Activity Centre Zone Schedule 1 to Public Park and Recreation Zone.

CARRIED

25

Council Meeting Minutes		23 February 2021
13. Officers	reports	
CM.019/21	Exhibition of Amendment C129 to the Nillum (Removal of the EAO from various parcels in Pi	2
Distribution:	Public	
Manager:	Rosa Zouzoulas, Executive Manager Planning a	and Community Safety
Author:	Paul Fyffe, Senior Strategic Planner	
	Renae Ahern, Manager Planning Services	
	Amanda Cuxson, Acting Manager Planning Ser	vices
	Leigh Northwood, Strategic Planning Lead	

Summary

The amendment intends to remove the Environmental Audit Overlay (EAO) from land that was formerly known as 323-325 Yan Yean Road, Plenty (the site).

The EAO is applied to land which is potentially contaminated and was applied in 2000 to the site due to historical gold mining occurring there. Measures have been taken at the site which identify and respond to contamination and allow for residential subdivision of the site, subject to conditions. Considering this, Council resolved in June 2020 to commence a planning scheme amendment, Amendment C129, to remove the EAO from the site.

Amendment C129 was exhibited in October and November 2020 and Council received one submission, which is from the Environment Protection Authority (EPA). In its submission, the EPA questions the level of assessment regarding one of the measures taken to respond to the contamination. As the EPA is the state authority responsible for contamination issues, its submission presents an issue for the amendment.

Where a submission raises an issue with a proposed amendment, the statutory regulations for conducting an amendment provide for Council to request that the Minister for Planning appoint an independent planning panel to consider the amendment. This step allows Council to receive and consider independent, technical recommendations on an amendment before proceeding to its final decision.

The EPA's submission was considered on 9 February 2021 by Council's Future Nillumbik Committee.

Council Resolution

MOVED: Cr Richard Stockman SECONDED: Cr Geoff Paine

That Council:

- 1. Note the submission from the Environment Protection Authority (EPA) to Amendment C129 to the Nillumbik Planning Scheme.
- Request the Minister for Planning appoint an independent planning panel to consider the amendment.
- 3. Notify the EPA and owners and occupiers of land affected by the proposed amendment of Council's resolution.

CARRIED

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23 February 2021

13. Officers' reports

Distribution:	Public
Manager:	Rosa Zouzoulas, Executive Manager Planning and Community Safety
Author:	Julie Paget, Strategic Planner
	Leigh Northwood, Strategic Planning Lead

Summary

Amendment C133 will provide for a revised application of the Heritage Overlay to the Alan Marshall bungalow (and surrounds). (Refer **Attachment 1** for the planning scheme amendment explanatory report and **Attachment 2** for the updated planning scheme map).

The purpose of this report is to seek Council's approval to seek authorisation from the Minister to prepare and exhibit a planning scheme amendment pursuant to Section 8A of the Planning & Environment Act 1987.

Council Resolution

MOVED: Cr Frances Eyre SECONDED: Cr Geoff Paine

That Council resolves to:

- Request the Minister for Planning, under Section 8A of the Planning and Environment Act 1987, to authorise the preparation of Amendment C133 to the Nillumbik Shire Planning Scheme; and
- Undertake public exhibition of the proposed planning scheme amendment which will apply permanent planning controls through the use of the heritage overlay on the structure known as the Alan Marshall bungalow and surrounds, should authorisation be granted.

CARRIED UNANIMOUSLY

Council Meeting Minutes 23 February 2021 13. Officers' reports Tender Report - Contract 1920-046 Collaborative Procurement for Landfill Services Distribution: Public Manager: Hjalmar Philipp, Director Operations and Infrastructure Author: Lisa Pittle, Manager Environment Mikael Ooi, Waste Management Coordinator

Summary

This report recommends awarding of contract 1920-046 Collaborative Procurement for Landfill Services for the supply of landfill disposal services.

The contract term is for an initial period of four (4) years, with two (2) x two (2) year options to extend the contract. The total duration of the contract, including the exercise of any options, shall not exceed eight (8) years. This contract commences on 1 April 2021.

This contract was developed through a collaborative procurement process including thirty (30) metropolitan councils with the Metropolitan Waste and Resource Recovery Group (MWRRG) as facilitator.

The Tender Evaluation Panel (TEP) appointed by MWRRG assessed all submissions and this report provides a summary of their evaluation as well as an assessment with regard to Nillumbik's requirements in recommending the awarding of contract 1920-46 for Collaborative Procurement for Landfill Services via MWRRG.

Pursuant to the Instrument of Delegation to the Chief Executive Officer, the value of this contract exceeds the specified financial limits and a Council resolution is therefore required to award the contract.

Recommendation

That Council:

- Accept the tenders from the preferred tenderers and their tendered schedule of rates as follows:
 - a) **Tenderer 8** for their tendered schedule of rates for tier 1 guaranteed landfill waste disposal.
 - b) Tenderer 3 ______ for their tendered schedule of rates for nonguaranteed landfill waste disposal.

and enter into the following contract:

Number: Contract 1920-46

Title: Collaborative Procurement for Landfill Services

Term: 1 April 2021 to 31 March 2025

Options: Term extensions up to 31 March 2029

- Authorises the Director Operations and Infrastructure to finalise and execute all required contract documentations.
- 3. Authorises the Director Operations and & Infrastructure to approve contract term

23 February 2021

13. Officers' reports

CM.021/21 Tender Report - Contract 1920-046 Collaborative Procurement for Landfill Services

extensions for a maximum of four (4) years.

- 4. Advises all tenderers accordingly.
- Resolves that the Tender Evaluation Reports (Attachments 1 and 2) remain confidential on the grounds specified in the definition of confidential information in section 3(1)(g) of the Local Government Act 2020.

Motion	
MOVED:	Cr Geoff Paine
SECONDED:	Cr Ben Ramcharan

That Council:

- Accept the tenders from the preferred tenderers and their tendered schedule of rates as follows:
 - a) Hanson Landfill Services for their tendered schedule of rates for tier 1 guaranteed landfill waste disposal.
 - Cleanaway for their tendered schedule of rates for non-guaranteed landfill waste disposal.

and enter into the following contract:

Number:	Contract 1920-46
Title:	Collaborative Procurement for Landfill Services
Term:	1 April 2021 to 31 March 2025
Options:	Term extensions up to 31 March 2029

- Authorises the Director Operations and Infrastructure to finalise and execute all required contract documentations.
- Authorises the Director Operations and & Infrastructure to approve contract term extensions for a maximum of four (4) years.
- 4. Advises all tenderers accordingly.
- Resolves that the Tender Evaluation Reports (Attachments 1 and 2) remain confidential on the grounds specified in the definition of confidential information in section 3(1)(g) of the Local Government Act 2020.

THE MOTION WAS PUT TO THE VOTE AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

23 February 2021

13. Officers' reports

CM.021/21 Tender Report - Contract 1920-046 Collaborative Procurement for Landfill Services

Council Resolution

MOVED: Cr Geoff Paine SECONDED: Cr Ben Ramcharan

That Council:

- Accept the tenders from the preferred tenderers and their tendered schedule of rates as follows:
 - a) Hanson Landfill Services for their tendered schedule of rates for tier 1 guaranteed landfill waste disposal.
 - b) Cleanaway for their tendered schedule of rates for non-guaranteed landfill waste disposal.

and enter into the following contract:

Number: Contract 1920-46

Title: Collaborative Procurement for Landfill Services

Term: 1 April 2021 to 31 March 2025

Options: Term extensions up to 31 March 2029

- Authorises the Director Operations and Infrastructure to finalise and execute all required contract documentations.
- 3. Authorises the Director Operations and & Infrastructure to approve contract term extensions for a maximum of four (4) years.
- 4. Advises all tenderers accordingly.
- Resolves that the Tender Evaluation Reports (Attachments 1 and 2) remain confidential on the grounds specified in the definition of confidential information in section 3(1)(g) of the Local Government Act 2020.

CARRIED

23 February 2021

13. Officers' reports

CM.022/21 Local Roads and Community Infrastructure Program - Extension

Distribution:	Public
Manager:	Hjalmar Philipp, Director Operations and Infrastructure
Author:	Lawrence Seyers, Lead Transport Planner

Summary

To confirm the proposed works to be funded by the Local Roads and Community Infrastructure Program prior to submission to the Department of Infrastructure, Transport, Regional Development and Communications for approval.

Recommendation

That Council:

- Notes the Local Roads and Community Infrastructure Program Extension funding allocation to Nillumbik Shire Council of \$2,203,883 (excluding GST).
- Approves the projects nominated for submission to the Department of Infrastructure, Transport, Regional Development and Communications under the Local Roads and Community Infrastructure Program.

Motion	
P	

MOVED:	Cr Karen Egan
SECONDED:	Cr Ben Ramcharan

That Council:

- Notes the Local Roads and Community Infrastructure Program Extension funding allocation to Nillumbik Shire Council of \$2,203,883 (excluding GST).
- Approves the projects nominated for submission to the Department of Infrastructure, Transport, Regional Development and Communications under the Local Roads and Community Infrastructure Program.
- Notes the proposed funding allocations, including \$200,000 for Diamond Creek Trail Amenity Program, with the balance for resources to support delivery of the projects by 31 December 2021.

THE MOTION WAS PUT TO THE VOTE AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

23 February 2021

13. Officers' reports

CM.022/21 Local Roads and Community Infrastructure Program - Extension

Council Resolution

MOVED: Cr Karen Egan SECONDED: Cr Ben Ramcharan

That Council:

- Notes the Local Roads and Community Infrastructure Program Extension funding allocation to Nillumbik Shire Council of \$2,203,883 (excluding GST).
- Approves the projects nominated for submission to the Department of Infrastructure, Transport, Regional Development and Communications under the Local Roads and Community Infrastructure Program.
- Notes the proposed funding allocations, including \$200,000 for Diamond Creek Trail Amenity Program, with the balance for resources to support delivery of the projects by 31 December 2021.

CARRIED UNANIMOUSLY

Council Meeting Minutes		23 February 2021
13. Officers	reports	
CM.023/21	Tender Report - Contract 2021-8 Graffiti Remova Services	al and Management
Distribution:	Public	

Manager:	Rosa Zouzoulas, Executive Manager Planning and Community Safety	
Author:	Jonathan McNally, Manager Community Safety and Amenity	

Summary

This report recommends the awarding of contract 2021-8 for Graffiti Removal and Management Services.

The contract term is for an initial period of three (3) years, with two (2) x one (1) year options to extend the contract. The total duration of the contract, including the exercise of any options, shall not exceed five (5) years.

The Tender Evaluation Panel (TEP) has assessed all submissions and this report provides a summary of their evaluation in recommending the awarding of the contract for 2021-8 for Graffiti Removal and Management Service.

Pursuant to the Instrument of Delegation to the Chief Executive Officer, the value of this contract exceeds the specified financial limits and a Council resolution is therefore required to award the contract.

Recommendation

That Council:

 Accepts the tender from and enter into a contract with Tenderer A ______ as per the preferred tenderers schedule of rates shown in Attachment 1 for the following contract:

Number: 2021-8

Title: Graffiti Removal and Management Service

Term: 1 April 2021 to 30 March 2024

Options: Two (2) x one (1) year term extensions

- 2. Authorises the Chief Executive Officer to finalise and execute the contract documentation.
- 3. Authorises the Chief Executive Officer to approve contract term extensions.
- 4. Advises all tenderers accordingly.
- Resolves that the Tender Evaluation Report (Attachment 1) remain confidential on the grounds specified in the definition of confidential information in section 3(1)(g) of the Local Government Act 2020.

23 February 2021

13. Officers' reports

CM.023/21 Tender Report - Contract 2021-8 Graffiti Removal and Management Services

Motion

MOVED: Cr Frances Eyre SECONDED: Cr Karen Egan

That Council defers the appointment of a tenderer to the Graffiti Removal and Management Service to the 23 March 2021 Council meeting.

THE MOTION WAS PUT TO THE VOTE AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

Council Resolution

MOVED: Cr Frances Eyre SECONDED: Cr Karen Egan

That Council defers the appointment of a tenderer to the Graffiti Removal and Management Service to the 23 March 2021 Council meeting.

CARRIED

Council Meeting Minutes		23 February 2021
13. Officers	reports	
CM.024/21	DELWP Proposed ESD Planning Policy Frame Submission	work Changes - Council
Distribution:	Public	
Manager:	Rosa Zouzoulas, Executive Manager Planning	and Community Safety
Author:	Leigh Northwood, Strategic Planning Lead	

Summary

DELWP have released a paper - 'Environmentally sustainable development of buildings and subdivisions: A roadmap for Victoria's planning system' (The Roadmap) (Attachment 1). The intent of 'the Roadmap' is to strengthen Environmentally Sustainable Development (ESD) as a keystone principle in Victoria's planning system, embedded in the strategic objectives of State and local planning provisions.

The deadline for submissions to 'the Roadmap' are due with DELWP by 26 February 2021.

'The Roadmap' is <u>stage 1</u> of two stages of implementation programmed by DELWP, and proposes to update the Planning Policy Framework (PPF) to include environmentally sustainable development (ESD) as a specific principle in the purpose of the <u>Victoria</u> <u>Planning Provisions</u> (VPP) and update references to existing ESD related policies where relevant to the planning system. The focus of these changes is on lot and precinct scale developments.

Officers brought a draft submission to Council for consideration at a briefing on 19 January 2021. Feedback and direction from this briefing has been used to amend Council's submission (Attachment 2).

Council Resolution

MOVED: Cr Ben Ramcharan SECONDED: Cr Geoff Paine

That Council:

- Adopts the attached submission (Attachment 2) to 'Environmentally sustainable development of buildings and subdivisions: A roadmap for Victoria's planning system' (The Roadmap), and directs Council officers to formally lodge the adopted submission with DEWLP by 26 February 2021; and
- Makes the adopted submission publicly available on Council's Participate Nillumbik website.

CARRIED UNANIMOUSLY

23 February 2021

13. Officers' reports

CM.025/21 De Fredericks Road Special Charge Scheme - Declaration

Manager: Hjalmar Philipp, Director Operations and Infrastructure

Author: Vladimir Misic, Project Engineer

Summary

Following a consultation process Council resolved on 25 August 2020 (Item OCM.138/20) its Intention to declare a Special Charge Scheme to construct De Fredericks Road, Yarrambat.

Council's notice of its intention to declare a scheme was publicly advertised in The Age newspaper on 14 September 2020.

A letter and notice of the proposal was sent to all property owners with a liability under the scheme. Council has received correspondence from one affected property owner that constitutes a submission and objection under the Local Government Act 1989 (the Act).

This report recommends that Council formally declares De Fredericks Road Special Charge Scheme, Yarrambat (between Ironbark Road and Hacketts Road).

Council Resolution

MOVED: Cr Richard Stockman SECONDED: Cr Karen Egan

That Council:

- Notes that one submission, which is also considered an objection was received for this scheme.
- Having considered this submission and objection, gives notice under section 163 (4) of the Local Government Act 1989 of the declaration of a special charge for the purpose of constructing De Fredericks Road, Yarrambat (between Ironbark Road and Hacketts Road).
- 3. Incorporates the following outline of declaration:
 - a) The Special Charge Scheme shall apply to the properties in De Fredericks Road, as shown in **Attachment 1**.
 - b) The apportionment cost to each property is based on the method shown in the report and **Attachment 2**.
 - c) The total estimated cost to each property is shown in Attachment 3 and may be paid as a lump sum or by quarterly instalments over a 10 year period with interest as provided by section 163(1)(b) of the Local Government Act 1989.
 - d) The interest rate applicable to instalments paid by each due date is to be one per cent higher than the rate applying to Council in relation to funds borrowed for this project.
 - e) The Special Charge Scheme for De Fredericks Road shall remain in place for 10 years.

23 February 2021

13. Officers' reports

CM.025/21 De Fredericks Road Special Charge Scheme - Declaration

- f) The estimated total project cost is \$403,519.88 with a benefit ratio of 1 (100 per cent). The total amount to be levied under this special charge is \$403,519.88.
- g) Within 12 months of the completion of works a final cost statement will be issued to all of the property owners in the De Fredericks Road Special Charge Scheme and any adjustments to liabilities will be made at that time.
- That the submitters and objectors be advised of Council's decision and the reason for the decision.

CARRIED UNANIMOUSLY

23 February 2021

13. Officers' reports

Cr Ramcharan declared a material conflict of interest in the following item - Declaration because a resident subject to the special charge made a significant donation to his campaign.

Cr Ben Ramcharan temporarily left the meeting prior to this item being heard at 8.46pm.

CM.026/21 Rockliffe Street Special Charge Scheme - Declaration

Distribution: Public

Manager: Hjalmar Philipp, Director Operations and Infrastructure

Author: Patrick Wood, Design Coordinator

Summary

Following a consultation process Council resolved on 25 August 2020 (Item OCM.139/20), its intention to declare a Special Charge Scheme to construct Rockliffe Street, Eltham.

Council's notice of its intention to declare a scheme was publicly advertised in *The Age* newspaper on 14 September 2020.

A letter and notice of the proposal was sent to all property owners with a liability under the scheme. Council has received eight pieces of correspondence from affected property owners which constitute a submission and two pieces of correspondence constituting an objection under the *Local Government Act 1989*.

This report recommends that formally declares the Rockliffe Street Special Charge Scheme.

Motion MOVED: Cr Geoff Paine SECONDED: Cr Frances Eyre

That Council:

- 1. Notes that eight submissions including two objections were received for this scheme.
- Having considered these submissions and objections, gives notice under section 163

 (4) of the Local Government Act 1989 of the declaration of a special charge for the purpose of constructing Rockliffe Street, Eltham.
- Incorporates the following outline of declaration:
 - The Special Charge Scheme shall apply to the properties in Rockliffe Street, as shown in Attachment 1.
 - b) The apportionment cost to each property is based on the method shown in the report and Attachment 2.
 - c) The total estimated cost to each property is shown in Attachment 3 and may be paid as a lump sum or by quarterly instalments over a 10 year period with interest as provided by section 163(1)(b) of the Local Government Act 1989.

23 February 2021

13. Officers' reports

CM.026/21 Rockliffe Street Special Charge Scheme - Declaration

- d) The interest rate applicable to instalments paid by each due date is to be one per cent higher than the rate applying to Council in relation to funds borrowed for this project.
- e) The Special Charge Scheme for Rockliffe Street shall remain in place for 10 years.
- f) The estimated total project cost is \$377,820.63 with a benefit ratio of 1 (100 per cent). The total amount to be levied under this special charge is \$377,820.63.
- g) Within 12 months of the completion of works, a final cost statement will be issued to all of the property owners in the Rockliffe Street Special Charge Scheme and any adjustments to liabilities will be made at that time.
- That the submitters and objectors be advised of Council's decision and the reason for the decision.

CARRIED UNANIMOUSLY

Cr Ben Ramcharan returned to the meeting at the conclusion of the above item at 8.49pm.

23 February 2021

13. Officers' reports

CM.027/21 Informal Meetings of Councillors Records - 23 February 2021

Manager: Blaga Naumoski, Executive Manager Governance, Communications and Engagement

Author: Janet Taylor, Governance Officer

Summary

In accordance with *Item 19 of Council's Governance Rule – Meeting Procedure*, adopted on 25 August 2020, Council is required to report as soon as practicable to a Council Meeting a record of each Information Meetings of Councillors held.

This report lists Information Meetings of Councillors records that have been submitted since the matter was last reported to Council on 15 December 2020.

An Information Meetings of Councillors Record was kept for:

- Councillor Briefing held 19 January 2021.
- Councillor Workshop held 20 January 2021.
- Pre-meeting to Council Meeting held 27 January 2021.
- Councillor Briefing held 2 February 2021.
- Environment & Sustainability Advisory Committee held 3 February 2021.
- Health and Wellbeing Advisory Committee held 4 February 2021.
- Councillor Induction Workshop held 5 February 2021.
- Councillor Induction Workshop held 6 February 2021.
- Pre-meeting to Future Nillumbik Committee Meeting held 9 February 2021.

Recommendation

That Council, in accordance with *Item 19 of Council's Governance Rule – Meeting Procedure*, receives the Information Meetings of Councillors records held on 19 January 2021, 20 January 2021, 27 January 2021, 2 February 2021, 3 February 2021, 4 February, 5 February 2021, 6 February 2021 and 9 February 2021, as contained in (**Attachment 1**).

Motion

MOVED: Cr Ben Ramcharan SECONDED: Cr Geoff Paine

That Council, in accordance with *Item 19 of Council's Governance Rule – Meeting Procedure*, receives the Information Informal Meetings of Councillors records held on 19 January 2021, 20 January 2021, 27 January 2021, 2 February 2021, 3 February 2021, 4 February 2021, 5 February 2021, 6 February 2021 and 9 February 2021, as contained in (Attachment 1).

23 February 2021

13. Officers' reports

CM.027/21 Informal Meetings of Councillors Records - 23 February 2021

THE MOTION WAS PUT TO THE VOTE AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

Council Resolution

MOVED: Cr Ben Ramcharan SECONDED: Cr Geoff Paine

That Council, in accordance with *Item 19 of Council's Governance Rule – Meeting Procedure*, receives the Informal Meetings of Councillors records held on 19 January 2021, 20 January 2021, 27 January 2021, 2 February 2021, 3 February 2021, 4 February 2021, 5 February 2021, 6 February 2021 and 9 February 2021, as contained in (Attachment 1).

CARRIED UNANIMOUSLY

- 13. Notices of Motion
- 14. Delegates' Reports
- 15. Supplementary and urgent business Nil
- 16. Confidential reports
- 17. Close of Meeting

The meeting closed at 8.51pm.

Confirmed:

Cr Peter Perkins, Mayor

23 February 2021

Arts & Cultural Advisory Committee Minutes

Date	Monday 7 December 2020
Time	7pm to 9pm
Venue	Via Zoom. https://zoom.us/j/96548708476
Chair	Richard Holt, Acting Arts and Cultural Development Coordinator
Minute taker	Jess Crimmins, Business and Program Support Officer - Community Services (Minutes were
	taken from the recorded meeting)

Agenda item		Action	Officer/Committee Member
1.	Welcome and Introductions	İ	
	Councillors: Mayor Cr Peter Perkins, Deputy Mayor Cr Frances Eyre, Cr Karen Egan, Cr Ben Ramcharan, Cr Geoff Paine and Cr Natalie Duffy		
	Committee Members: Leanne Ipsen, Brian Gilkes, Pat Reynolds, Emma Roussel, Tessa Christie, Thomas McEvoy, Ona Henderson, Syd Tunn, Rebecca Davies, Lloyd Godman, Alli Spoor, Dennis Coard, Gillian Essex		
	Officers: Corrienne Nichols (Executive Manager Community Services), Melanie Holt (Manager Community Partnerships), Richard Holt (Acting Coordinator Arts & Cultural Development), Sarah Hammond (Community Arts & Cultural Engagement Officer), Ali Griffin (Exhibitions Support Officer), Emily Wubben (Curator and Collections Management Officer), Nicola Clutton (Youth Development Officer)		
	Apologies: Dennis Coard and Ali Griffin		
2.	Welcome		Corrienne Nichols
	rienne Nichols provided a warm welcome to the committee, ncilors and acknowledged the traditional owners.		
	nard Holt (Acting Coordinator, Arts and Cultural Development) was ad in as the temporary chair for today's ACAC committee meeting.		
3.	Introductions		All
	ncillors, Committee Members and Officers introduced themselves ae committee.		

	Y	r
4. Conflict of interest and Assembly of Councillor form		Sarah Hammond
Conflict of interest provisions are contained in section 80C of the Local Government Act 1989, the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook (form attached). An Assembly of Councillor form must be completed at the meeting in accordance with section 80A of the Local Government Act 1989.		
Sarah advised the committee of the process for submitting a Conflict of Interest form and asked that this be completed (where possible) prior to each ACAC meeting.		
No conflicts for today's meeting.		
Sarah Hammond completes the Assembly of Councillor form prior to each ACAC committee meeting, to note who is in attendance.		
5. Minutes from previous meeting (copy attached)	Moved: Ona	Sarah Hammond
That the minutes of the meeting held on 31 August 2020 were confirmed as a true and accurate record of the meeting.	Henderson Seconded: Rebecca Davis	
6. Matters Arising:		
6.1 Eitham Library Community Gallery Program		
Richard provided an overview and update on the opening and the current installing works going on for the Open Studio exhibition.		
The program will continue well into next year, as we were unable to exhibit due to the global pandemic.		
There will also be a short interactive artwork, which will run for a week prior to the commencement of the main program.		
The next major artwork is the Paradoxa Collective		
The program is now set for the next 12 months.		
6.2 Digital Nillumbik Heritage Guide		
Sarah gave an overview of the creation and design Digital Nillumbik Heritage Guide and encouraged those who haven't yet had the opportunity to view the link to take a look.		
The old guide, which was a tiny booklet contained 17 images and now the digital guide includes 315 which is increase of 298.		
The guide was able to be created from a Grant received from the Public Records Office Victoria. This latest version has been a collaboration between Council, local historical groups, individual contributors, Rare Metal design and the Wurundjeri Tribe Council.		
Cr Duffy: is there a process for the community submit stories or pieces for future editions?		
ACTION:	Comb Llammand to	
Officers advised they will investigate the option to include a link within the webpage for people to submit their ideas, feedback and thoughts. This will however be dependent on future funding.	Sarah Hammond to liaise with Comms	
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Lloyd Godman: Raised the question regarding the guide's ability to be viewed via a mobile device.		
ACTION:		
Revisit this item at the next ACAC meeting, after Council investigates some potential options for further discussion. Mel Holt encouraged Lloyd to share any knowledge offline, which may further assist in the improvement of the Guide.	Item to be added to the agenda for a future ACAC meeting.	Sarah Hammond
Thomas McEvoy: Suggested we make the dots along the trail interactive.		Sarah Hammond
ACTION:		
The committee to take onboard this feedback for further investigation.		Sarah Hammond
6.3 Arts & Cultural Development Annual Grants 2020-21 (report attached – 2020-21 Arts & Cultural Annual Grants_summary)		
Sarah gave an overview of the attached summary, the impact COVID-19 had during the application process and how the grant funds were allocated.		Nicola Clutton
6.4 Youth Art Competition – The Creative Collective: Presentation		
Nicola provided an overview and presented on The Creative Collective, which is a Youth competition that gave Nillumbik's young people the opportunity to get creative express their experiences during the COVID-19 lockdown.		
It was launched during August, with the theme for 2020 'Unmasked'		
Four Nillumbik Arts and Cultural Advisory Members, Emma, Dennis, Leanne and Alli judged the competition.		
The Creative Collective (CC) will now become an annual event and our aim is to physically exhibit the winning artworks at a local location in 2021.		
Nicola will join a future ACAC meeting when planning commences for the 2021 CC competition.		
7. Introduction to Emily Wubben, Curator and Collections Management Officer	-	Richard Holt/Emily Wubben
Richard welcomed and introduced Emily as the new Curator and Collections Management Officer.		
7.1. Nillumbik Prize for Contemporary Art 2021		Emily Wubben
The EOI period closed on the 30^{th} of November, we are pleased to report we have 323 submissions.		
A panel of three independent curators are currently completing the judging process to determine the shortlisted artists. Then a separate judging panel will then choose the Prize winner from the exhibited work.		
The shortlisted artists will be finalised from Friday the 18th of December and a media release will follow.		
The exhibition will be held at Montsalvat's Barn Gallery from 6 May to July 2021.		
7.2. Art in the Time of COVID-19 Exhibition 2021		Emily Wubben
Emily thanked the committee for taking the time in judging the applications for this exhibition, to be held at Montsalvat.		
There will be 40 artists, both local and national, who will exhibit using a wide variety of mediums all in response to COVID-19 pandemic.		
The exhibition dates are 5 February to 5 April, with the opening on the 4 February 2021 from 6 to 8pm.		
Invitations will distributed in the near future.		

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8. Acquisitions – updates	Richard Holt
Richard gave an update and overview on the current status, which is that they progressing through the process and presently and we don't have any new reports.	
One of the formal functions of this committee is to recommend any new acquisitions.	
9. Outgoing Members - Dennis Coard and Gillian Essex (see attachment for speech notes)	Mayor Cr Peter Perkins
Mayor Cr Peter Perkins acknowledged and thanked Dennis and Gillian for their wonderful contribution to the ACAC. Wishing them all the best in the future.	
9. Other Business	
Members were invited to raise any other items for discussion or for future agenda scheduling.	
 Cr Perkins – raised the idea of using our virtual platforms to continue mentoring and potentially carry out virtual life drawing classes. Ona advised Open Studios provide something similar to what Cr Perkins is proposing. More information is available on the Open 	
 Studios website. Gillian raised the idea of looking into open recordings at local artists' studios. 	
 New Gallery – Cr Egan, is still 100% supportive and will be discussed at our next meeting. 	
 New agenda items, please email Sarah Hammond – sarah.hammond@nillumbik.vic.gov.au 	
10. 2021 Meeting Dates for diary	
Monday, 15 February 2021. 7 – 9pm	
Monday, 17 May 2021. 7 – 9pm	
Monday, 16 August 2021. 7 – 9pm Monday, 15 November 2021. 7 – 9pm	
11. Close – 9.06pm	

Next Meeting: Monday, 15 February 2021, 7-9pm.

Environment & Sustainability Advisory Committee (ESAC) Minutes



Date:	Wednesday 16 December 2020
Time:	7.00pm – 9.20pm
Venue:	via Zoom
Chair:	Lisa Pittle
Minute taker:	Kate Shannon
Zoom moderator:	Kate Shannon

1	Welcome	Chair
	Welcome to Country	
	Present: Cr Ramcharan, Cr Eyre, Cr Duffy, Kirsten Reedy, Lisa Pittle, Kate Shannon, Ian Culbard, Stephanie Orive, Alan Thatcher, John Huf, Andrew Robinson, Narelle Campbell, John Brenan, Carol Jadraque, Lauren Poulton, Zac Lombardo, Areej Hashmi-Weyman, Sali Bache	
	Apologies: David Turner, Elle Thomas, Liz Parsons	
	Absent: Aidan Sommers	
	Council resolved on 24 November 2020 to defer the appointment of Councillors to this and all advisory committees of Council. As part of this resolution it was also advised that the members on the committee are to appoint a temporary chair until such time as a Councillor is appointed.	
	Lisa Pittle was nominated to take the chair for this meeting.	
	Moved: Alan Thatcher; Second: Areej Hashmi-Weyman	
2	Conflict of interest	Chair
	Conflict of interest provisions are contained in section 80C of the <i>Local Government Act 1989</i> , the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook.	
	Narelle Campbell declared a perceived conflict of interest as an employee of the Victorian government's Department of Health and Human Services.	
	Carol Jadraque declared a potential perceived conflict of interest. She is on assignment to DELWP supporting climate change adaptation work.	
3	Confirmation of minutes	Chair
	Confirmation of the minutes of the August 2020 meeting of the committee	
	Moved: Narelle Campbell; Second: Alan Thatcher	
4	Open Actions	Chair
	Accepted	
5	Climate Action Plan community survey	Dale
	Dale Hubner from Metropolis consulting presented the preliminary findings from the community climate action plan survey which closes on 20 December.	

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	The telephone survey process is complete. 400 people were surveyed. The online survey is open for another four days. To date approximately 300 people have completed the survey online	
	Attachment one: Metropolis presentation	
	General discussion:	
	Cr Duffy asked about questions regarding potential future litigation.	
	The importance of adaptation to the community was indicated in the early findings.	
	Risk of bushfire is of most concern to respondents of the survey.	
	These findings will be presented to Council in February; the new council's first opportunity to set the agenda for this process.	
	Internal consultation is underway to ensure a whole of council response, strategic alignment and internal relationships are in place so that those who will be delivering the plan are clear on what their role and remit is.	
	Engagement with the emergency management team will be important. They have a strong role in the community education and engagement around 'bushfire adaptation' – it's a climate and an emergency management issue	
	Zoom chat:	
	From Narelle to Everyone: 07:17 PM: Dale, did you do the participate Nillumbik survey as well as the Engage Victoria one? They looked the same	
	From Narelle to Everyone: 07:38 PM: Dale that was useful thank you - it's fascinating - and great to see council checking both random and those who reach out - really interesting.	
	From Lauren Poulton to Everyone: 07:40 PM: Thank you. Clear there are some areas to target in education etc for the non-online group	
	From Narelle to Everyone: 07:47 PM: agree @carol - that's what the feedback said - interesting that it has now been bought up twice from ESAC and On line and Random thank you	
	From Cr. Frances Eyre - Nillumbik to Everyone: 07:52 PM: I'm interested to know if there will or could be a connection to the Communities First program too?	
	From Carol Jadraque to Everyone: 07:56 PM: Is this preso a FYI only or is there particular input you would like from ESAC?	
	From Lisa Pittle - Nillumbik Council to Everyone: 07:56 PM: FYI at this stage	
	From Areej Hashmi-Weyman to Everyone: 07:56 PM: Is there consideration for heat island impact?	
	From Lisa Pittle - Nillumbik Council to Everyone: 07:59 PM: Do you mean the heat island generated by the infrastructure?	
	From Areej Hashmi-Weyman to Everyone: 08:01 PM: yes	
6	Solar Farm update	lan
	Ian presented an update on the Solar Farm implementation proposal, timeline and next steps.	
	The site (old Plenty Landfill on Yan Yean Road) will accomodate approximately five mega watts.	
	Lisa outlined the community engagement program. Ongoing multi level engagement with the neighbouring properties and broader engagement across the community.	
	Batteries are not part of the consideration at the moment, however they haven't been excluded, and how batteries may be a part of the mix will be part of the continued project refinement.	
	Discussion re potential education and training opportunities for the operational solar farm and adjacent recovery centre.	
	Attachment two: Plenty Solar Farm OCM report	

	Zoom chat:	
	From Narelle to Everyone: 08:02 PM: Is there a plan to graze sheep or anything under it or is it 7 hectares of gravel? Not clear how fussed I am about it BTW but gravel is a harsh hot industrial type thing isn't it ? Thanks Ian - great presentation BTW	
	From Lisa Pittle - Nillumbik Council to Everyone: 08:03 PM: The surface will be grassed - we're looking at using the leachate system to irrigate (w EPA approval), plenty of existing Kangaroo grazing	
	From Lauren Poulton to Everyone: 08:03 PM: And rabbits? :)	
	From Lisa Pittle - Nillumbik Council to Everyone: 08:03 PM: of course	
	From Lauren Poulton to Everyone: 08:04 PM: How long ago was the landfill finally capped?	
	From Lisa Pittle - Nillumbik Council to Everyone: 08:04 PM: Rabbits attract wedge tail eagles. Capping due to finish end of 2021	
	From Carol Jadraque to Everyone: 08:04 PM: What is it you need from us?	
	From Cr. Frances Eyre - Nillumbik to Everyone: 08:05 PM: I'm really impressed with the amount of community engagement that is happening with this project.	
	From Areej Hashmi-Weyman to Everyone: 08:05 PM: Carol it's for info at this stage	
	From Lauren Poulton to Everyone: 08:05 PM: Looks promising, thanks lan.	
	From Narelle to Everyone: 08:05 PM: Cracker of a project - can remember when it first came to us - was it Jalma? Thanks lan - excellent	
	From Cr. Frances Eyre - Nillumbik to Everyone: 08:07 PM: Thanks Ian, really informative	
	From Lauren Poulton to Everyone: 08:19 PM: And possibly education for future landfill managers	
7	Integrated Water Management brainstorm	Lisa
	Yarra Valley Water is currently developing an Upper Yarra sub catchment Integrated Water Management Plan. The committee brainstormed assets, issues and opportunities, which will be passed onto YVW.	
	Attachment three: Upper Yarra IWM presentation	
	Attachment four: Summary of the ESAC brainstorm to be submitted to the Upper Yarra Catchment Integrated Water Management Plan process.	
	Zoom chat:	
	From Carol Jadraque to Everyone: 08:22 PM: What about the Upper Diamond Creek?	
	From Kirsten Reedy, Coordinator Environment to Everyone: 08:23 PM: The Upper Diamond Creek is outside of this sub catchment area but will be considered in a future separate sub catchment plan.	
	From Carol Jadraque to Everyone: 08:24 PM: Ok cool, I would like to be involved as I have 1km stream frontage of Upper Dimo Creek	
	From Lauren Poulton to Everyone: 08:28 PM: Opportunity: stormwater litter catchment/removal devices and litter prevention	
	From Narelle to Everyone: 08:29 PM: Bend of Islands has Yarra River Frontage	
	From Narelle to Everyone: 08:33 PM: It has clogged the stream.	
	From Carol Jadraque to Everyone: 08:33 PM: Opportunity: We spoke about climate change adaptation earlier - IWM is a huge opportunity to contribute to cooling and climate change adaptation in general terms.	
	From Stephanie Orive to Everyone: 08:33 PM: MW has looked at decommissioning dams not in use on MW land and found it wouldn't make significant differences to flow rates. They are now looking to enhance dam function for habitat instead	
	From Narelle to Everyone: 08:37 PM: Thanks Steph - this is what I was wondering	
	From Sali Bache to Everyone: 08:37 PM: I think that this discussion shows we really need to have an empirical based study on the assumptions that we make in regard to IWM	
		3

	From Carol Jadraque to Everyone: 08:43 PM: Sorry to be pedantic, but with groundwater, its not just about bores but extractions in general - private and commercial	
	From Cr. Frances Eyre - Nillumbik to Everyone: 08:44 PM: BRB	
	From Sali Bache to Everyone: 08:45 PM: I echo Carol's thoughts - much more attention needs to be given to consideration of groundwater. Moreso as the long term impacts are much more difficult to rectify.	
	From Carol Jadraque to Everyone: 08:49 PM: Opp: Landholder and new residents education	
	From Narelle to Everyone: 08:50 PM: Recreation aspect of the Yarra - it's 22 km on the Nillumbik side of the bank - for areas to be maintained they need to be valued and (unfortunately in some ways) to be valued they need to be visible and accessible - the Yarra from Eltham through to the Bend is not accessible From John Huf to Everyone: 08:50 PM: As long term rainfall trends become less and more unpredictable due to climate change, more reliance will be placed on drawing on ground water to supplement water needs and become part of a vicious circle of depletion of a natural resource	
8	Update on land management and biodiversity grants	Kirsten
	Council has received an grant extension/extra funding for the Landcare facilitation role (to 30 June 2021) and the Rivers to Ranges project (to 15 October 2021). We'll be recruiting officers to fill these roles.	
	Sugarloaf Link deer control program will be expanded to cover additional sites.	
	Council recently submitted two applications for the Federal Govt's National Landcare Smart Farms Grant. We will be informed of outcome in April 2021.	
	\$60,000 to examine the needs of aging rural landowners and co-design opportunities to provide more support to them to continue to look after their land and as a result help them to age well in place.	
	\$100,000 to demonstrate enhance the sustainability of Nillumbik's agricultural land. By establishing three demonstration sites	
	 Demonstrate how you can create functionally diverse areas that integrate agriculture with biodiversity by encouraging insectivorous animal foraging to manage pest control regimes and rely less on insecticides. 	
	Demonstrate how you can optimise the use of indigenous grasses to increase water infiltration rates and promote beneficial insects in vineyards and orchards; and to use indigenous grasses to out-compete noxious grassy weeds.	
	Demonstrate a way of optimising the use of marginal agricultural land through carbon sequestration and carbon markets.	
	Zoom chat:	
	From Narelle to Everyone: 09:08 PM: Can you email through what you are hoping for please Kirsten? Thank you Andrew - regenerative farming through smart farms grant!!!!!!!!	
	From Carol Jadraque to Everyone: 09:10 PM: Cool, can I be a case study? ;-)	
	From Cr. Frances Eyre - Nillumbik to Everyone: 09:11 PM: Is there anything around foxes	
	From Narelle to Everyone: 09:11 PM: Kirsten - that (supporting aging rural landowners) is probably one of the more beautiful opportunities Nillumbik has put up ever - thank you - hope it's a winner because it has national implications	
	From Kirsten Reedy, Coordinator Environment to Everyone: 09:14 PM: Re foxes, from a grant perspective the extended Rivers to Ranges project has a fox control element, and the Sugarloaf Link project does too. Focused predominantly around key dispersal periods for young Phascogales and occasionally other species.	
	From Stephanie Orive to Everyone: 09:16 PM: We are also doing community fox control in Arthurs Creek and Nth Warrandyte through the Land Management Incentive Program.	

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9	Yan Yean 2 EES update	Kirsten
-	Council has made a submission to the Yean Yean Road EES and Planning Amendment panel hearing.	
	Council's submission to the Yan Yean EES: https://engage.vic.gov.au/download_file/35358/4727	
	Council's presentation to the Yan Yean EES: https://engage.vic.gov.au/download_file/39029/4802	
	Council's closing statement: https://engage.vic.gov.au/download_file/39780/4802	
	All the submissions can be found here: <u>https://engage.vic.gov.au/yan-yean-road-</u> IAC/submissions	
	All the tabled docs can be found here: <u>https://engage.vic.gov.au/yan-yean-road-IAC/yan-yean-road-tabled-documents</u>	
10	Queensland Fruit Fly monitoring pilot	Steph
	A pilot program to trap and monitor QFF in a pocket of Eltham is being planned, to help understand and control future spread. A Working for Victoria CMA work crew will undertake the work, commencing in December/January.	
	The pilot will run for 5 months.	
	Attachment five: QFF pilot program presentation	
	Zoom chat: From Narelle to Everyone: 08:54 PM: Steph - are the traps labelled (in the hope that anyone seeing it leaves it there to do it's job?) ace program BTW and that product looks gross	
	From Kirsten Reedy, Coordinator Environment to Everyone: 08:56 PM: Great question. Yes, the traps are labelled, saying they're part of a monitoring program and who to call for more info. DWe've also letter-dropped the streets involved with project info.	
11	Waste transition plan update	Lisa
	Postponed due to time constraints.	
	Transition plan is for 2026.	
2	Other business:	Chair
	<u>Urban capopy:</u>	
	Alan spoke about the consolidation of housing in the urban area and the impact of that on urban tree cover. He said current planning considerations are inadequate to protect the canopy.	
	The loss of tree canopy is a common issue across all councils.	
	Alan would like to work with the Nillumbik planners and find examples of how this issue has been tackled in other municipalities.	
	Lisa has spoken with the Statutary and Strategic planners and will set up a session with interested committee members to discuss in detail in February (Action).	
	Cr Duffy indicated that she would like to be involved with this and highlighted the City of Trees project in Greater Manchester, connecting people with trees for mental health and climate change actions.	
	https://www.cityoftrees.org.uk/about-city-trees	
	Zoom chat:	
	From Narelle to Everyone: 09:13 PM: How do others successfully tackle it Alan? Has anyone been successful?	
	From Carol Jadraque to Everyone: 09:15 PM: Alan: clear links to urban cooling and IWM as	

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13	It was requested that the GWMP be a standing item in the agenda each meeting. Next meeting date: 17 February 2021	Chair
	Green Wedge Management Plan:	
	Lisa responded that the purpose is to provide advice to council. It is a two way conversation. Committee members can put forward issues for discussion; and officers have a program of work which they bring to the attention of the committee for information and where there is opportunity to provide advice / feedback. Where there are opportunities to use people's knowledge for specific issues, sub groups of interested committee members meet.	
	<u>Structure and Purpose of ESAC:</u> A question was asked regarding the purpose of ESAC and the Terms of Reference, in light of the new Council being sworn in.	
	Council's draft Community Engagement Policy is currently on public exhibition. Comments from ESAC and the community are invited, via the Participate Nillumbik website.	
	From Kirsten Reedy, Coordinator Environment to Everyone: 09:18 PM: We're currently engaging with North East Link around securing tree planting for Nillumbik <i>Community Engagement Policy development:</i>	
	From Carol Jadraque to Everyone: 09:16 PM: Melbourne has an Urban Forest Strategy	
	From Cr. Natalie Duffy - Nillumbik to Everyone: 09:16 PM: https://www.cityoftrees.org.uk/about-city-trees	

Open Actions:

Meeting date	Action	Owner/s	Status	Comment
6 May 2020	Circulate the Yarra Catchment Integrated Water Management Plan when available.	Lisa P	On hold	Not yet released
19 August 2020	Officers to circulate David Turner's renewable energy presentation	Kate S	Complete	With December agenda
19 August 2020	Waste/recycling subcommittee to convene after 24 October 2020	ESAC	твс	On hold
19 August 2020	Officers to invite someone from DELWP to attend an ESAC meeting and discuss biodiversity data access	Kirsten	Pending	Request has been made
19 August 2020	Interested ESAC members to self nominate to form a subgroup to discuss potential for a Nillumbik Urban Forest Strategy and next steps	Alan and other ESAC members	Pending	We have been in caretaker mode
19 August 2020	Set a date for a climate meeting before 24 September	Kirsten	Complete	16 September

Nillumbik Shire Council

2020 Climate Change Action Plan Survey



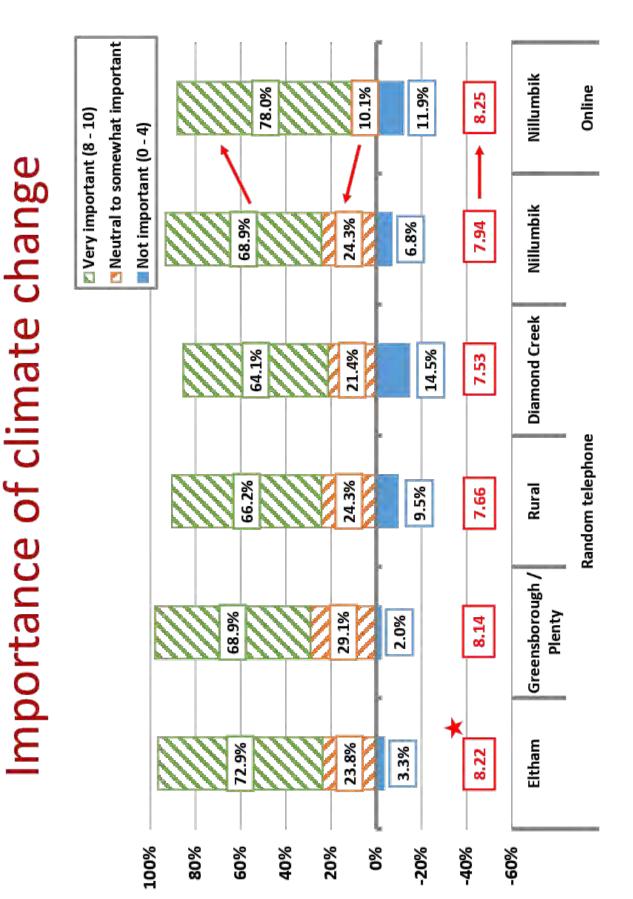
- 49% male / 51% female
- Results weighted by age and gender to reflect *Census* results.
- 87% English speaking, 13% multi-lingual
- Italian 1.8%, Greek 1.0%, Spanish 1.0%, French 0.8%, German 0.8% I
- 23 languages represented in 2020
- 51% two-parent family, 6% one-parent family, 25% couple only household, 9% group household, 7% sole person household.
- 6% household member with a disability.
- 62% homeowners, 26% mortgagee, 12% rental.

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Climate change



Two-thirds of respondents were "very familiar" with the issue of climate change – highest in Rural precinct



Two-thirds of respondents considered climate change to be "very important" – highest in Rural precinct

Causes of climate change

Bacanca	Ranı	Random	On	Online
actindean	Number	Percent	Number	Percent
Entirely due to human activity	74	18.5%	78	26.0%
Mainly due to human activity	155	38.8%	144	48.0%
Partly human and partly natural processes	140	35.0%	52	17.3%
Mainly due to natural processes	14	3.5%	12	4.0%
Entirely due to natural processes	5	1.3%	6	3.0%
There is no such thing as climate change	1	0.3%	1	0.3%
Don't know / can't say	11	2.8%	4	1.3%

Whilst a majority considered climate change at least mainly due to human activity, online survey

respondents were significantly more convinced than the underlying community

100%

300

100%

400

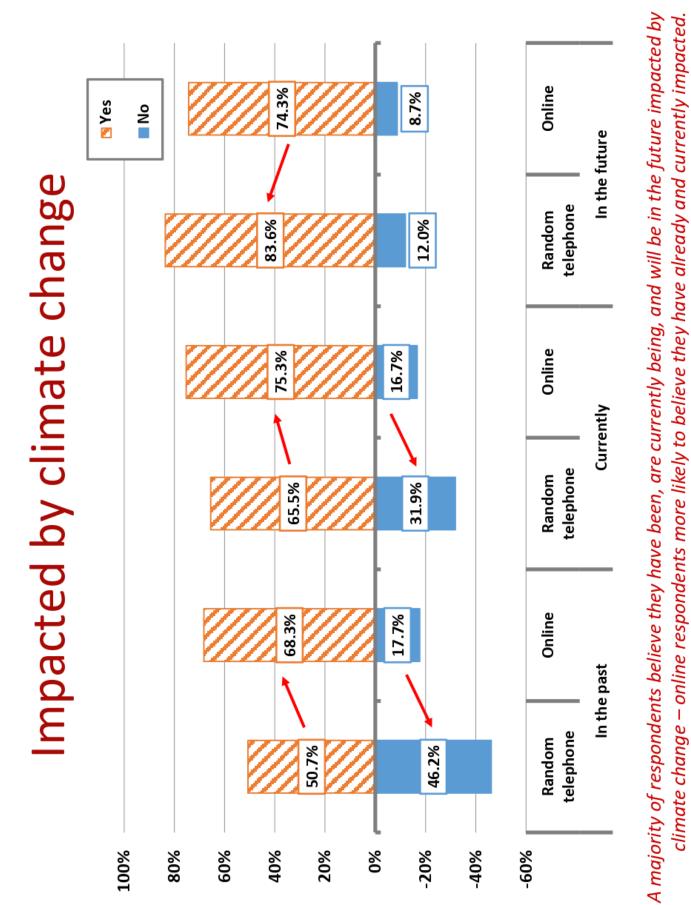
Total

Concern about climate change

	Random	dom	00	Online
Kesponse	Number	Percent	Number	Percent
Very concerned	177	45.7%	206	69.8%
Quite concerned	130	33.6%	31	10.5%
Slightly concerned	43	11.1%	16	5.4%
Not very concerned	23	5.9%	16	5.4%
Not concerned at all	14	3.6%	26	8.8%
Can't say	13		Ŋ)
Total	400	100%	300	100%
	Av conc	Average concern 7.80 (out of 10)	Ave conce	Average concern 8.38 (out of 10)

Majority of respondents were at least "quite concerned" above climate change, online survey respondents significantly more concerned than the underlying community, but with a small contrary group.

Impacts of climate change

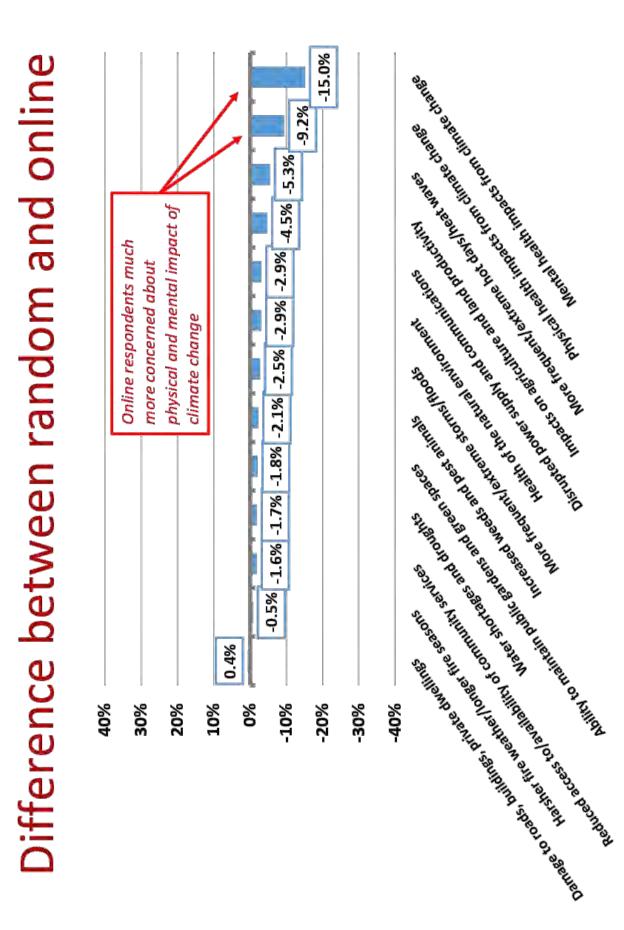


Attachments - 59

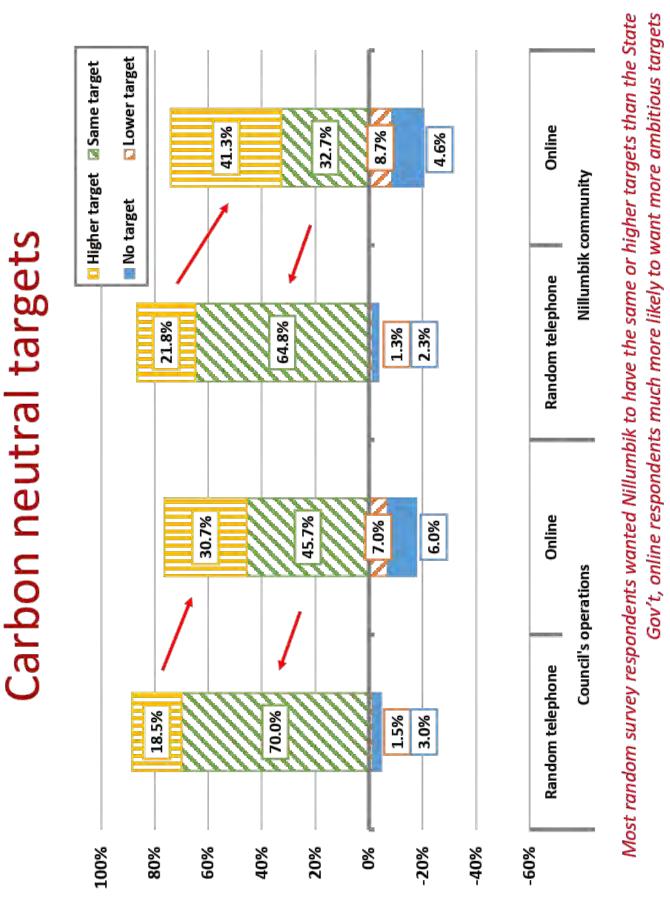
- Bushfires (22.0%)
- Hot weather / heat waves (9.5%)
- Change in weather patterns (8.8%)
- Extreme weather (6.0%)
- Drought / low rainfall (3.0%)

Effects of climate change

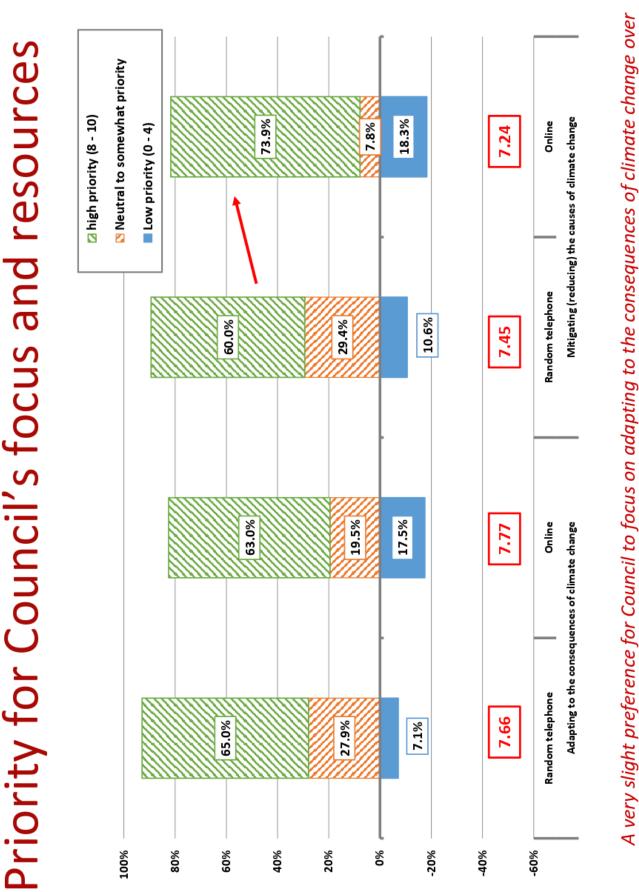
•	Harsher fire weather and longer fire seasons	(8.42, random) (8.47, online)
•	Water shortages and droughts	(8.07, random) (8.20, online)
	Health of the natural environment	(7.96, random) (8.20, online)
•	Impacts on agriculture and land productivity	(7.71, random) (8.07, online)
	More frequent and extreme hot days and heat waves	(7.69, random) (8.12, online)
•	More frequent and extreme storms and floods	(7.39, random) (7.58, online)
	Disrupted power supply and communications	(7.38, random) (7.60, online)
•	Damage to roads, buildings and private dwellings	(6.83, random) (6.80, online)
•	Increased weeds and pest animals	(6.82, random) (6.97, online)
•	Ability to maintain public gardens and green spaces	(6.68, random) (6.81, online)
•	Physical health impacts from climate change	(6.55, random) (7.21, online)
•	Reduced access to or availability of community services(6.22, random) (6.32, online)	s(6.22, random) (6.32, online)
•	Mental health impacts from climate change	(5.89, random) (6.93, online)



Climate change targets



Council's response to climate change



mitigating the causes – for both random sample as well as online survey respondents

Council decisions about climate change

Deconica	Random	dom	On	Online
vesponse	Number	Percent	Number	Percent
The primary consideration for all Council decisions	112	28.0%	115	38.3%
A consideration for all Council decisions	219	54.8%	129	43.0%
Not be a consideration for all Council decisions	58	14.5%	52	17.3%
Don't know / can't say	11	2.8%	4	1.3%
Total	400	100%	300	100%

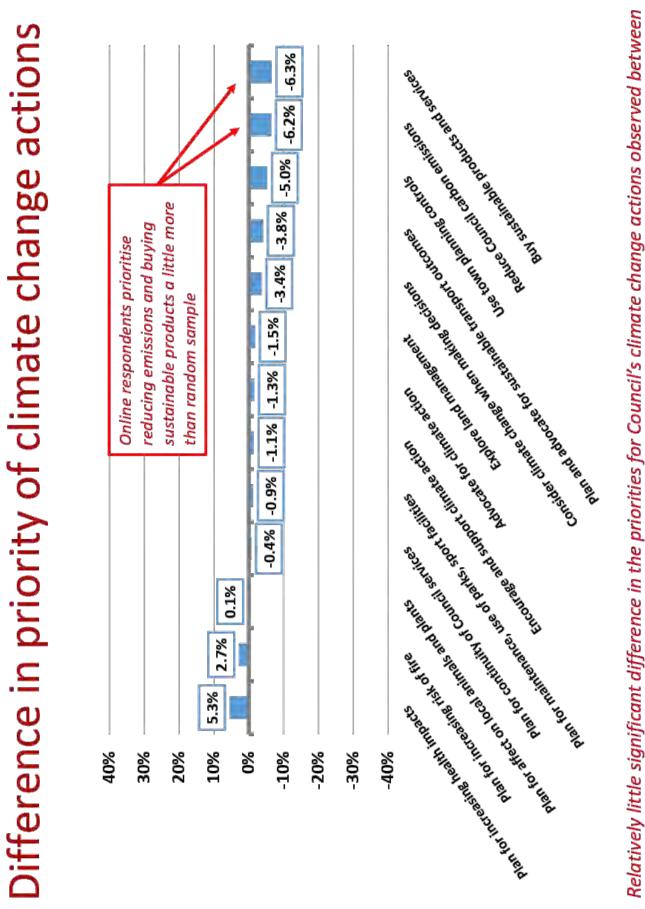
Majority of random survey respondents wanted climate change to be "a consideration", whilst more online respondents wanted it to be the "primary consideration". Willing to pay additional rates

Docurro	Random	om	On	Online
acundeau	Number	Percent	Number	Percent
Yes - \$100 or more per year	59	14.8%	105	35.0%
Yes - less than \$100 per year	133	33.3%	74	24.7%
No - reallocate funding from other areas	70	17.5%	39	13.0%
No - can't afford extra rates at this time	44	11.0%	16	5.3%
No - no additional funding required	71	17.8%	52	17.3%
Don't know / can't say	23	5.8%	14	4.7%
Total	400	100%	300	100%

Almost half (48%) of random survey respondents were willing to pay some extra rates to combat climate change, compared to 60% of online survey respondents. Priority of Council's climate change actions

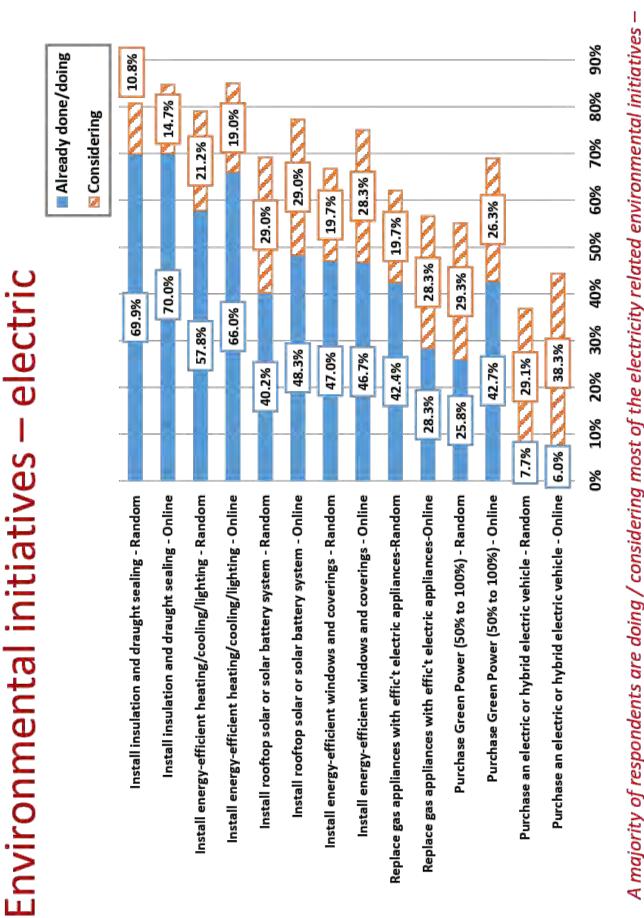
Plan for increasing risk of fire	(8.83, random) (8.60, online)
Plan for increasing health impacts	(7.99, random) (7.58, online)
Plan and advocate for sustainable transport	(7.97, random) (8.29, online)
Plan for affect on local animals and plants	(7.82, random) (7.81, online)
Buy sustainable products and services	(7.74, random) (8.26, online)
Use town planning controls	(7.72, random) (8.13, online)
Consider climate change when making decisions	(7.70, random) (7.97, online)
Plan for continuity of Council services	(7.68, random) (7.71, online)
Encourage and support climate action	(7.54, random) (7.62, online)
Reduce Council carbon emissions	(7.48, random) (7.97, online)
Explore land management	(7.46, random) (7.57, online)
Advocate for climate action	(7.43, random) (7.52, online)
Plan for maintenance, use of parks, sport facilities	(7.36, random) (7.43, online)

Planning for the increasing risk of fire was the highest priority for both random survey and online survey respondents.



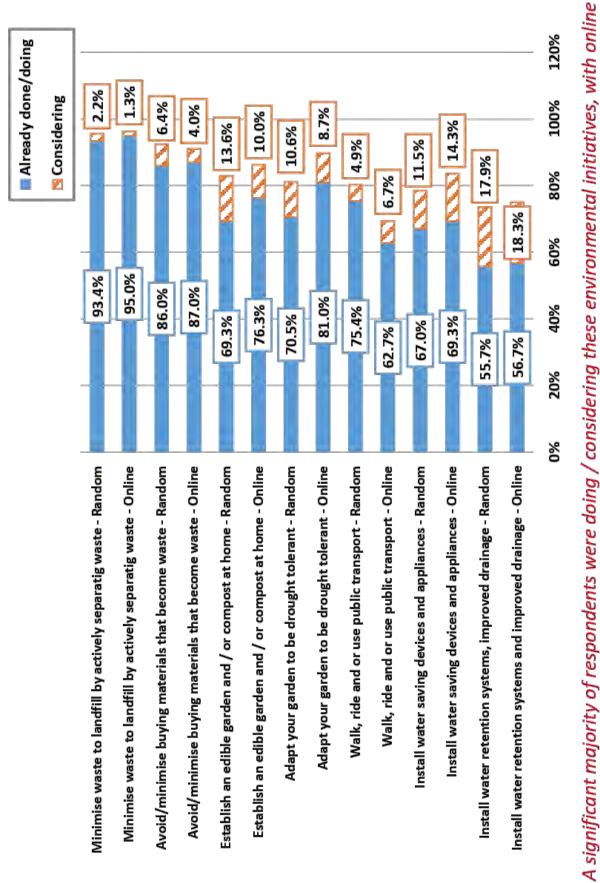
random survey and online survey respondents.

Personal climate change actions



however online survey respondents were generally more likely than the random survey respondents

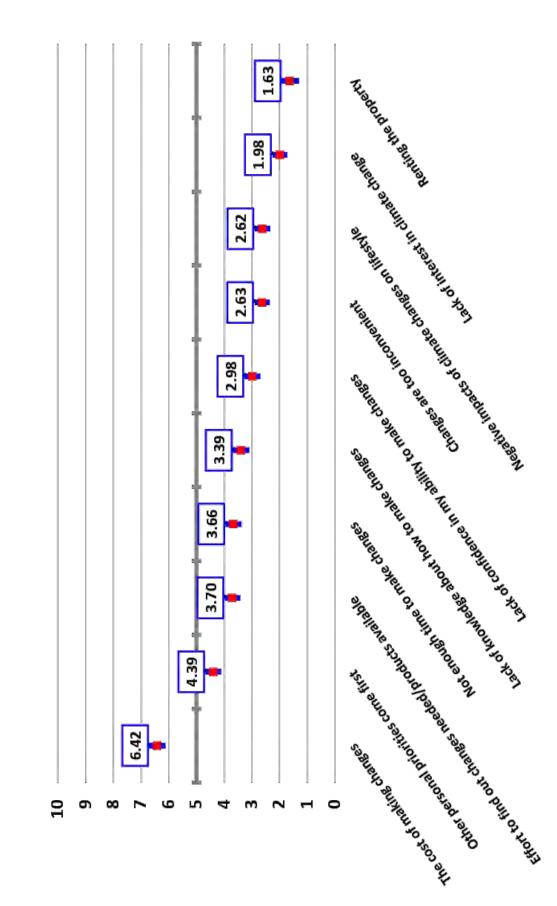
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survey respondents a little more likely than the random survey respondents.

Environmental initiatives – other





Good decisions are based on good information

Metropolis Research

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15 September 2020

12.	Officers'	reports
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OCM.181/20 Tender Report - Contract 1920-72 Solar Farm

File:	
Distribution:	Public
Manager:	Hjalmar Philipp, Director Operations and Infrastructure
Author:	Paul Usatov, Senior Project Manager
	Lance Clark, Senior Procurement Specialist

Summary

 This report is an overview of the separate confidential report recommending the award of Contract Number 1920-72 for the development of a solar farm and associated Power Purchase Agreement (PPA) located at the former land fill site at 290 Yan Yean Road Plenty.

Background

- At its Ordinary Meeting of Council (OCM) on 28 August 2018, Council resolved to undertake a feasibility study into the development of a solar farm focussing on Council land within the Shire.
- External advisors were then engaged to examine opportunities with developing a solar farm at the former Plenty and Kangaroo Ground landfill sites.
- The extensive feasibility study work involved understanding the planning, geotechnical and structural engineering conditions, indicative development costs, potential grid connection issues, and business models to demonstrate a feasible and viable project.
- 5. The work indicated that there were no fundamental impediments to developing a solar farm at either site, with Plenty being the most feasible and preferred site.
- A solar farm development project would not conflict with any other objectives to reduce Council's electricity consumption and greenhouse gas emissions, for example through continued improved building efficiency, or installation of 'behind the meter' solar on Council buildings.
- 7. At its OCM on 26 November 2019, Council considered the feasibility study report and resolved to proceed to seek market offers from the solar farm development industry to develop a solar farm at the former Plenty land fill site. Council also resolved to continue to explore opportunities to incorporate a community investor element in the solar farm development.
- Council officers proceeded to engage with the solar farm development industry and external advisors were engaged to assist Council with producing the necessary documentation to seek market offers to develop a solar farm at the former Plenty land fill site.

Tender Specification Objectives

The project scope in the Request for Tender (RFT) specifications, seeking market offers to develop a Solar Farm at the former Plenty land fill site, specified the following:

15 September 2020

12. Officers' reports

OCM.181/20 Tender Report - Contract 1920-72 Solar Farm

- Council seeks to appoint a single developer to the project, whether in its own right or acting as lead for a consortium, through specific contracts.
- Developers competitively bid to provide all required financing, community consultation, design, permits, approvals, construction, commissioning, ownership, maintenance, facility management and land management responsibilities and associated costs for the proposed Solar Farm at the site.
- Developers competitively bid to deliver value for money reliable electricity supply services, and from other sources when the solar farm does not generate sufficient electricity, through a long term PPA and REFA in collaboration with a licensed electricity retailer.
- Developers competitively bid to supply approximately 2,000MWh from the solar farm to meet Council's annual electricity consumption requirements comprised of corporate facilities and street lighting.
- Developers competitively bid to deliver value for money LGCs from the solar farm through the PPA in collaboration with a licensed retailer.
- Developers competitively bid to lease or licence the use of the land for a period
 of up to twenty (25) years with a five (5) year extension option. Council would
 always remain the owner of the land. At the end of the twenty-five (25) year (plus
 five (5) year extension option) asset life cycle of the Solar Farm, the developer
 is required to remove all Solar Farm assets and associated infrastructure and
 manage according to best practice materials management of the day, and
 making good the land to the same condition as it was on commencement of the
 contract.
- Developers competitively bid based on the forecasted timelines of the land becoming available for the solar farm development following completion of the landfill rehabilitation and capping works under separate contract inclusive of contractual defects liability period and EPA approval.
- Developers competitively bid on the development of a Solar Farm with technology that does not compromise, damage or penetrate the landfill capping
- The RFT also sought responses from the market with respect to community benefit and investment opportunities, such as:
 - establishing opportunities for community offtake, for example tenants, local businesses and potentially whole neighbourhoods to also purchase electrical power from the solar farm through their own PPA's.
 - opportunities for local businesses / community to own part of the solar farm directly or offer benefits from its earnings.
 - leveraging the market for innovation, additional business activities, energy technology investment,
 - opportunities to incorporate community information and educational school programs onsite.

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12. Officers' reports

OCM.181/20 Tender Report - Contract 1920-72 Solar Farm

- offering economic and social procurement commitments for the design, construction, ownership, management, maintenance educational tools, etc.
- Developers competitively bid based on the tender evaluation criteria including the following:
 - qualifications and experience
 - capability, capacity and resources
 - collaborative approach with Council and community
 - solar farm facility management, asset management, land management and
 - environmental management
 - community investment opportunities
 - local economic and social development opportunities and support
- 12. The Solar Farm development project is to be governed by four (4) contracts to manage quality, timelines and risks. Contracts were developed with specialist renewable energy development and advice.
- 13. Early Contractor Involvement (ECI). The purpose of the ECI Contract is to manage the risks for Council through approval gateways. During this phase, the appointed tenderer will work with Council and the community to:
 - design and obtain key approvals for the Solar Farm including the planning permit application process, EPA and AusNet connection.
 - complete detailed site investigations and engineering
 - undertake community consultation and engagement on the design.
 - progress a potential community investment model.
 - complete all applicable operational and management plans, including but not limited to, landscaping, noise, visual amenity, traffic, emergency management (including fire), environment, methane gas.
 - finalise the EPCM, PPA and REFA for the volume of energy to be supplied by the solar Farm and confirming the required size of the Solar Farm to meet contracted demand.
- 14. The Engineer, Procure, Construct and Maintain (EPCM) contract manages the substantial physical works related to the project from engineering, through to construction and operation
- 15. The Power Purchase Agreement (PPA) is a contract between Council, electricity retailer, and developer to purchase electrical power supply and LGCs from the solar farm to achieve the following objectives:
 - provide a secure revenue stream for the solar farm developer as it guarantees a
 pre-determined volume of energy and LGCs to be purchased by Council, based
 on historic and future energy consumption forecasts.

15 September 2020

12. Officers' reports

OCM.181/20 Tender Report - Contract 1920-72 Solar Farm

- in exchange, Council secures value for money fixed electricity and LGC pricing from a renewable source for the duration of the PPA term of 15 years.
- the electricity retailer acts as intermediary providing administrative billing services, and security of energy supply, when the solar farm does not generate sufficient electricity to meet Council's annual electricity consumption requirements.
- maintain flexibility with regular PPA reviews and allowances to lower or increase electricity consumption loads throughout the PPA term.
- 16. The Retail Electricity Firming Agreement (REFA) is a contract between the Council and retailer that defines how the retailer supplies electricity to Council. It includes measuring, billing and reporting activities and services including energy consumption, conduct of performance audits as required, administration of the PPA, and administration of electricity meters and billing processes across multiple Council sites. It will match the PPA, and is for a similar term to the PPA, and also includes regular review points.

Consultation/Communication

- 17. Notification of Council's investigations into a potential solar farm and associated Council decisions have occurred over the last two years and published in media.
- 18. Information about the Solar Farm development proposal was published on the Participate Nillumbik web site page on 07 July 20 2020 and closed on 31 July 2020.
- 19. There were 366 views of the web site page and 50 feedback comments received from the community. The feedback was mostly positive and supportive of the project.
- 20. The community's feedback was collated and is attached to this report as Attachment 1.
- 21. All received community feedback will be considered during the design and development of the project, subject to Council's approval to proceed with the project.
- 22. Further community engagement will be undertaken during the design process with the appointed developer. Consideration will be given to any COVID-19 restrictions and may include organising on line community engagement sessions.
- 23. The solar farm contract documents stipulate that the community engagement process was to be a critical component to the successful planning and delivery of the project, not only during the design process, but throughout the project, with the appointed developer.
- 24. The community may continue to submit their feedback throughout the project's development through the contact details on the Participate Nillumbik web site page.

Timelines

25. The key project delivery milestones are as follows:

 Subject to Council consideration and acceptance of the recommended tender, proceed to issue the letter of intent to the tenderer in late September 2020 and sign the contract under delegated authority in October 2020.

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OCM.181/20 Tender Report - Contract 1920-72 Solar Farm

- Commence the community consultation and engagement process with the solar farm developer to inform the design phase of the project within the restrictions of COVID-19 from late October 2020.
- Commence the planning permit application process and detailed engineering design process following completion of the community consultation and engagement process and design phase. This phase is expected to take approximately 20 months from October 2020 to July 2022.
- Commence the construction phase following completion of the planning permit application process, detailed engineering design process and completion of the landfill capping works inclusive of the contractual defects liability period. The construction phase is expected to be approximately 11 months from August 2022 to June 2023. The solar farm construction phase cannot commence until after the landfill capping works are completed
- 26. The solar farm operation and maintenance phase is expected to be up to 30 years commencing from July 2023.
- 27. The generation of Solar Farm electricity and LGCs to Council through the PPA is expected to commence in July 2023, after construction is completed.

Tenders

- 28. Tenders were advertised on 13 June 2020 and closed on 16 July 2020.
- 29. The Tender Evaluation Panel (TEP) assessed all received tender submissions.
- 30. Pursuant to the Instrument of Delegation to the Chief Executive Officer, the value of this contract exceeds the specified financial limits and a Council resolution is therefore required to award the contract.
- 31. The confidential report associated with this contract contains a recommendation to make public the decision regarding this contract but the evaluation remains confidential.

Recommendation

That Council notes this report.

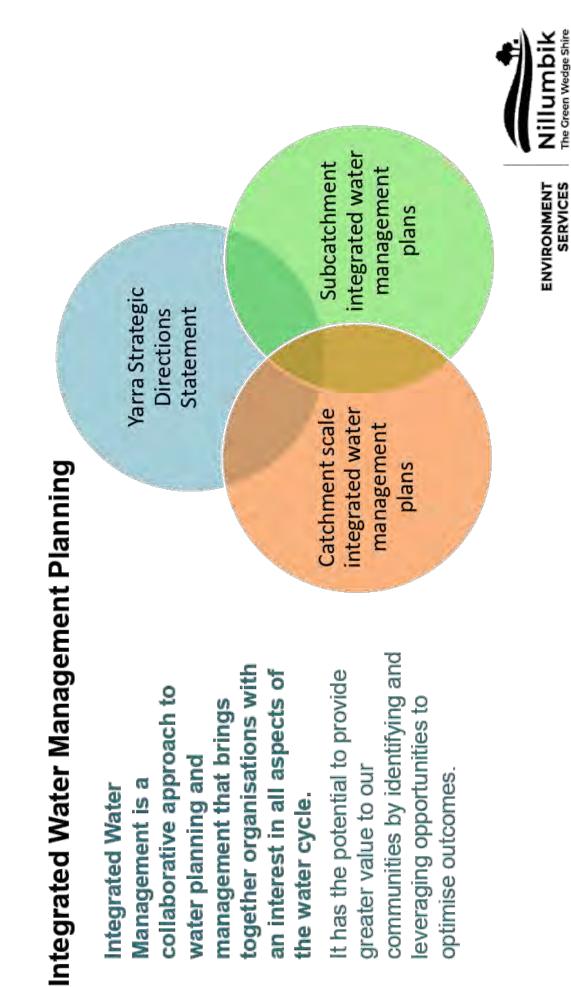
Attachments

1. Attachment A - Solar Farm Community Engagement Report and Submissions



lillumbik The Green Wedge Shire

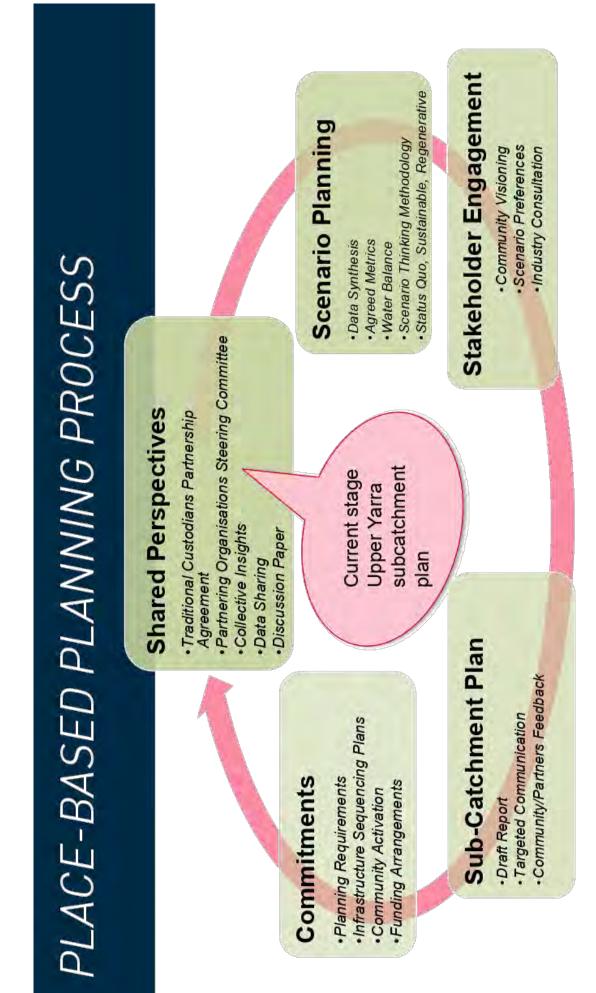
ENVIRONMENT SERVICES



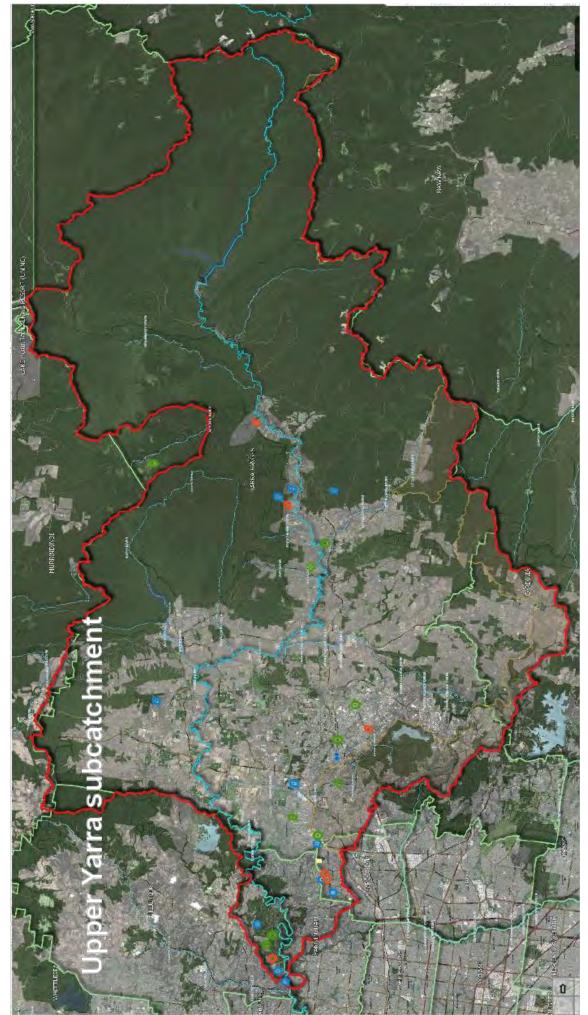
	-
- And P	Jobs, economic growth and innovation
	Community values are reflected in place-based planning
\$	Healthy and valued urban and rural landscapes
1,10	Healthy and valued waterways and marine environments
+	Opportunities are optimised to manage existing and future flood risks and impacts
f	Effective and affordable wastewater systems
S.	Safe, secure and affordable supplies in an uncertain future

Nillumbik The Green Wedge Shire

ENVIRONMENT SERVICES

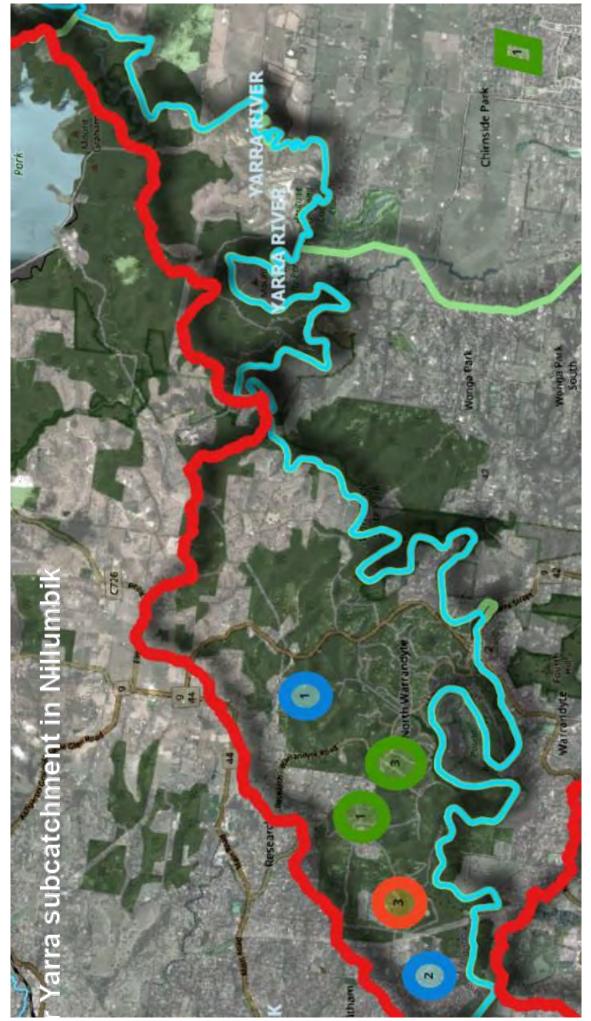






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20 DEI INNINI C U H U I V I V C

Upper Yarra subcatchment Brainstorm – assets/issues/opportunities *Term – Short now to 2024, Medium 2025-29, Long 2030-50

Valuable IWM A assets/programs (Built or natural			
	Minor streams and catchments		
Concerns/issues E	Eitham South storm water		-
E.	Run off from unsealed roads		2
Ш	Biodiversity conservation		m
	Multiplicity of landowners / minor catchments / overland flow		m
Opportunities V	Watsons Creek need community sewer program		
	Diamond Creek (Eltham North to Yarra confluence)	S-M	
	Integrated water management teasibility study Recreation associated with the Yarra		
~	Melboume Water stream frontage program	S-M	
S	Sewer backlog program	M-L	



ENVIRONMENT SERVICES

Attachment four: Summary of ESAC brainstorm for the Upper Yarra Catchment Integrated Water Management Plan

Category	Item	Term*	Map location
Valuable IWM assets/programs (Built or natural	Minor streams and catchments		
	Natural overland flow of storm water for the majority of the area		
	Identify streams - Watsons Creek catchment		
	Yarra frontage – 22km within Nillumbik		
	Ground water / ground water bores		
Concerns/issues			1
	Sediment run off from unsealed roads		
-	Weed management, pest management, fuel management		
	Access to waterways on public land		
	Need for public land managers that are responsible for public lands and waterways (Parks Vic, DELWP, Melbourne Water and Council) to actively fullfill their obligations to manage these lands and waterways; and to be funded to do so. To date this has not always been done e.g. Yarra and Plenty Rivers / tributaries.		
	 Stream flow and waterway health Regularity of stream flow and impact on vulnerable species. Stream flow required to sustain species health Impact of climate change on stream flow Impact of pests (eg willow) affecting stream flow 		
	 Lack of formal drainage infrastructure in North Warrandyte and Eltham South stormwater run off from properties or roads in North Warrandyte impacting on neighbors. Installing formal storm water drains requires a special charge scheme – very low resident take up due to cost includes undersized private driveway culverts Risk of land erosion as a consequence of increased storm water run off in developed areas DoT roads and responsibility for storm water run off, impact on neighboring properties (DoT response is that it is a private concern) 		
	Biodiversity conservation		3
	Multiplicity of landowners / minor catchments / overland flow		3
	 Sewer/grey water/stomwater Individual examples of N Warrandyte residents (properties with high risk septic systems) not connecting to sewer and continuing to impact onto neighboring properties. This will connection issue also occur with Eltham South Storm water management – North Warrandyte and Eltham South – split system - grey water discharging to storm water Legacy issue – siting of septic systems potentially draining into MW drainage lines 		

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Category	Item	Term*	Map location
	Potential for changing landform and drainage characteristics (eg Chapel Lane soil importation, dam installation in gullies etc) to impact downstream (sediment, changed flows) recognising that these actions may also be positive in retaining water in the landscape and creating habitat		
	Ground water bores and impact on water table		2
	Leadership and capacity building (building capacity of leaders to make informed decisions)		
Opportunities	 Community sewer program Watsons Creek/Bend of Islands need community sewer program – low property numbers, waste water able to be contained on site (EHOs to inspect monitor) Encourage North Warrandyte residents to connect to sewer, YVW can require residents 		
	Nillumbik's Diamond Creek (Eltham North to Yarra confluence) integrated water management feasibility study	S-M	
	Recreation associated with the Yarra - improved access to the Yarra for recreation		
	 Data NSC DWMP - improve data on septic systems, inspections and enforcement of Identify water quality in high risk areas – support from MW 	M-L	
	 Roads and drainage Sealing roads to reduce sediment into waterways Road sealing and drainage plan for Nillumbik to identify priorities that will incorporate environmental decision making criteria – Partnership with DoT on stormwater drainage impacts and solutions 		
	Large scale IWM infrastructure project opportunities - target catchments in partnership with Parks Victoria to provide water for recreational use/replace potable		
	 Minor catchments and overland flows Partnership with land owners on overland flows, education for landowners on downstream impacts of waterway/drainage line and land development – eg changing levels in a gully and causing changed water flow and negative off site consequences Increase requirement for on site retention of storm water and permeability Melbourne Water stream frontage program 		



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Queensland Fruit Fly (Qfly)

- A serious agricultural pest which ruins fruit crops
- Now found widely in northern suburbs of Melbourne
- High infestation in Greensborough, Eltham, Research,

Diamond Creek

Spot outbreak in Strathewen

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- High risk for peri-urban farms
- Maggots found in lemons in mid-November in Greensborough
- High trap numbers throughout northern Vic



Advisory Committee Report - 23 March 2021 AC.003/21 Advisory Committee Meeting Minutes reported 23 March 2021 Attachment 1.

Queensland Fruit Fly larvae in apple Photo Bronwyn Koll



- Collaboration with PPWCMA, funded through Working for Victoria program
- Landscape scale technique to control Qfly infestation
- Program designed to minimise impact to other insect species
- Trial will run for 5 months in a 30Ha area
- Qfly baits applied to roadside vegetation, weekly
- Network of monitoring traps to measure fly numbers
- A team of 5 will apply bait and check traps one day per week
- Residents notified by mail

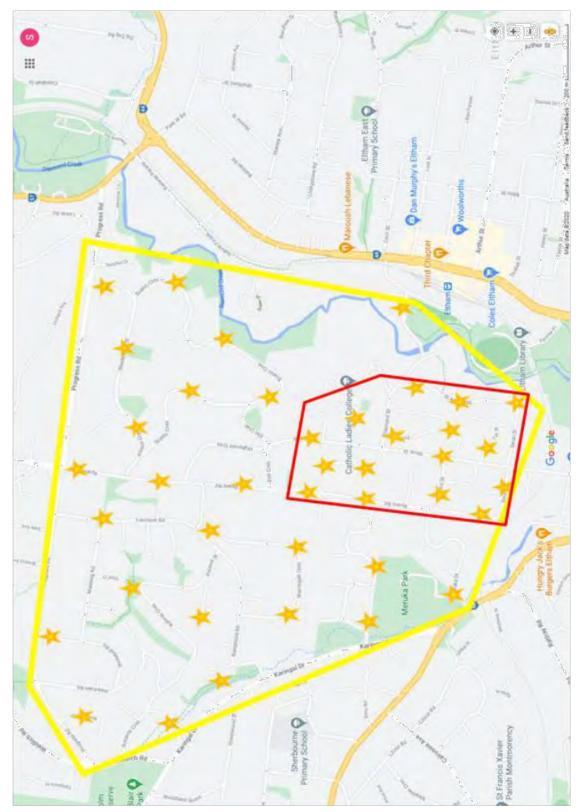












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Biotrap – Male Qfly specific

- Greasy, waterproof substance
 - **Contains pheromone lure**
- Maldison (insecticide) added to kill male Qfly
 - Disrupts Qfly breeding
- Applied as 2-3g blobs on tree trunks/branches, every 10 weeks



Eco-naturalure – Female biased Qfly bait

- Sticky, protein rich bait
- Contains spinosad (organic insecticide)
- Applied as a coarse droplet spray on foliage
- Attracts female Qfly, which have high protein requirements for egg laying
- Applied weekly



- Generate a 'blueprint' for urban Qfly control which is tailored to urban Nillumbik ٠
- Preliminary data to leverage other funding/grant streams for Qfly control ø
- Persistent removal of roadside Qfly host species
- Ongoing community education and awareness campaigns





Summary of what's happening in Nillumbik - environment and sustainability

Invasive Species	
1	Area Wide Baiting for Queensland Fruit Fly – Eltham Pilot Program
TOP-	The Queensland Fruit Fly (Qfly) season has begun, with maggots reported in backyard lemons in Greensborough during mid-November. Council will continue to promote Qfly monitoring, prevention and management.
A	In order to prevent the further spread of this pest, a 30Ha area wide baiting pilot program will be undertaken during Summer 2020/21 in Eltham. This program is being delivered by the Port Phillip and Western Port Catchment Management Authority and funded by the Victorian government <i>Working for</i> <i>Victoria</i> program.
	The pilot program will involve applying a Qfly bait to roadside vegetation, approximately weekly. A network of traps will be used to monitor the effectiveness of bait application. A team of up to 5 people will apply baits and check and record trap results, one day per week for a period of approximately five months.
	Council also recently (during Caretaker period) provided a submission to the <i>Agriculture Victoria, Department of Jobs, Precincts and Regions Discussion</i> <i>Paper for the Proposed Victorian Fruit Fly Strategy 2021-2025</i> ;and officers subsequently participated in an associated workshop.
Y	Deer control update The Sugarloaf Link project is continuing. The project area has been expanded, to include properties west to the Diamond Creek (but primarily just to the Kangaroo Ground-St Andrews Rd, to encompass the Panton Hill Bushland Reserves and surrounding properties) and north to just below Ninks Rd, St Andrews (which will enable works around Willis Nature Reserve, Smiths Gully and properties east of One Tree Hill, Rifle Range and the Kinglake National Park). Expressions of Interest are currently being sought from properties identified as suitable deer control properties by the contractors. The total number of deer culled through the Sugarloaf Link project is currently
	243, over 43 nights.The Kangaroo Ground deer control program commenced in July 2020 and over7 nights has culled 24 Sambar deer to date.
	Collaborative Deer Control Project update
	The deer survey is still open and can be accessed via <u>Participate Nillumbik</u> . The <i>Introduction to deer in Nillumbik</i> webinar was held on Zoom on 12 September 2020. It was attended by approximately 270 people. A panel of experts including Council's Sugarloaf Link deer contractors, Sporting Shooters Association's Farmer Assist Program, Cardinia Deer Management Coalition, Jumping Creek Catchment (community lead deer control), a volunteer shooter and a landholder, all spoke about their experiences with deer and their management, addressing the complexities of this within a peri-urban environment.
	There were many interesting questions which the panel were able to answer. There is still much more to cover though.
	Feedback:
	Michelle Hanslow's presentation was brilliant. One of the best speakers I have listened to online. Knowledgeable, articulate, talk was well supported with slides (eg call sounds of different types of deer) to which she spoke without simply reading what was on the slides as so many others do. Felt reassured that Nillumbik Shire has some very competent people working in this area. Sincere thanks.

Summary of what's happ	ening in Nillumbik – environment and sustainability I attended this session as my LGA also has deer issues and I am interested in what other councils are doing so that I can draw on existing experience to see if my council can form a control plan. It was an excellent presentation, I applaud Nillumbik's commitment to try and safeguard its environmental assets. Perhaps more info on deer behaviour and habits, as well as on outdoor cameras- where to buy, what features to look for etc. in order to participate in
	deer scan.
	You can watch the webinar here:
	https://www.nillumbik.vic.gov.au/Environment/Environment-events-and- activities/When-you-want-webinars
	or direct through YouTube here: https://www.youtube.com/watch?v=foW6FkFO3NM&feature=emb_logo
	Planning is underway now for 2021 Field Days and further online meetings to discuss fencing in greater detail, other non-invasive deer management options, and options for community deer control action groups. A Community Deer Directory is also under development.
Strategies and Policy	
Climate Action Plan	Climate Action Plan 2021
development	Community consultation is currently in progress via Participate Nillumbik and telephone surveys. This round of consultation will close on 20 December. To date 400 telephone surveys and over 200 web-based surveys have been completed. The opportunity to complete the survey on line was publicised in Nillumbik News in early December and has been on social media throughout November and December.
	In addition, internal consultation with all areas of Council is underway.
	Findings will contribute to the development of the draft CAP.
Green Wedge Management Plan	Green Wedge community toolkit and conversations program are currently being developed.
Native Flora and Fauna	
	Nillumbik Platypus Protection festival of events, May 2021
	Council (enviro team, youth team, waste team and Edendale) is currently collaborating with Melbourne Water and the Australian Platypus Conservancy, to develop engagement opportunities to help protect and promote the conservation of the last remaining population of Platypus along the Diamond Creek.
	A month long Platypus festival has been proposed, to be held in May 2021. Events to be conducted over the month could include:
	o Family Bike ride along the Diamond Creek Trail
	o Litter clean-up/s
	o Tree planting
	o Waterbug sampling
	o Platypus talk/ webinar
	o Burrowing Crayfish surveys
	 Final event at Edendale which would be organised by local youth to include music, stalls & food
	A grant submission is currently being prepared.

Summary of what's happ	pening in Nillumbik – environment and sustainability
	Southern Toadlet
	A Southern Toadlet working group, coordinated by Melbourne Water, and with Nillumbik Council officer involvement has been established. Its purpose is to collaborate to enhance the conservation of the species across the Melbourne region, as populations are in sever decline.
	Urgent conservation actions that are currently being pursued in Nillumbik include fencing of key locations to protect the species from deer trampling, weed control, erosion control and monitoring of the three remaining known populations in Panton Hill and North Warrandyte.
	Clover Glycine
	A Clover Glycine working group, coordinated by Nillumbik Council, meet regularly to promote the conservation and recovery of Clover Glycine in the Shire. A current focus is to adopt a collaborative approach to halt the current decline of the species. Members include Melbourne Water, Parks Victoria and Council officers.
	Threatened Orchid Recovery Group
	The Nillumbik Threatened Orchid Recovery Group is continuing to undertake collaborative conservation and recovery works for two EPBC Act listed threatened orchids, Rosella Spider Orchid and Charming Spider Orchid, as well as a number of Victorian listed threatened orchids including Wine-lipped Spider Orchid. The group is working closely with private landowners as well as Parks Victoria and Melbourne Water to achieve in situ and ex situ conservation of these orchid species. Currently, the group is in the process of selecting sites for Rosella Spider Orchid reintroductions. In addition, it is currently undertaking habitat enhancement works for Charming Spider Orchid and additional plants are being germinated at the Royal Botanic Gardens which is a very complicated and time consuming process. 2020 was a wonderful year for orchids, with numbers of emerging, flowering and pollinated plants much higher than usual.
	Nillumbik Gardens for Wildlife
	The Nillumbik Gardens for Wildlife network has been growing throughout the months since its launch in June this year. Under COVID restrictions the program was adapted to provide community members with virtual-visits to their gardens.
	The feedback has been overwhelmingly positive and with over 100 people now registered and with over 50 visits undertaken we are well on the way to building a solid network of wildlife gardeners in Nillumbik. Thanks to all the volunteer G4W committee members and Garden Guides who have been instrumental in making the program such a success.
A CONTRACTOR	Rivers to Ranges Project
	Funding was extended to continue the project from its original end date of 30 June until 31 December 2020. Key outcomes of the 3-year project were presented at an ESAC Biodiversity sub-committee Zoom meeting on 6 July 2020.
	DELWP are currently considering extending the program for an additional 12 months, and potentially longer.

Summary of what's happening in Nillumbik - environment and sustainability

and the second	Tree homes for Wildlife
	The Federal Government Communities Environment Program supported this project to create habitat for hollow reliant species throughout the Menzies region of Nillumbik. Twenty-four nest boxes have recently been constructed by Men's Shed and installed at nine properties; for various species including the Brush-tailed Phascogale, microbats and pardalotes. Residents will now monitor the nest boxes and report any fauna sightings to the Victorian Biodiversity Atlas.
	Over The Counter Offset Native Vegetation Offset program
	Quotes continue to be issued and 2020 has seen an increase in the number of quote requests. 48 quotes have been issued so far in 2020, with 12 progressing to purchase, mainly for internal Council projects.
Yan Yean Road	Environmental Effects Statement
Upgrade (stage 2)	Major Roads Projects Victoria has prepared an Environmental Effects Statement (EES) for the proposed duplication of Yan Yean Road which is being considered by a Planning Panel during December 2020.
Climate Actions	
	Free energy efficiency/consumption advice for Nillumbik residents
Australian Energy Foundation	Nillumbik residents have been accessing free, tailored, expert advice from the Australian Energy Foundation on how to reduce energy consumption and their bills through modified behaviour and technical solutions.
	An additional opportunity has been included to offer further support for households experiencing difficulty in meeting high energy costs.
	The initial campaign focused on efficient hot water in alignment with the Practically Green/ Clean Energy Nillumbik bulk-purchase project, see details below.
	The current awareness raising focus is on solar and batteries in alignment with council's Solar Savers solar bulk-buy program, further details below.
Carl Carl	Nillumbik Solar Savers Bulk Buy Program- extended for 2021/22
5 11/1	The successful Solar Savers partnership has been extended and council's support will continue until the end of June 2022.
	The current program is for residents either owning their own home or renting while the 2021/22 program is scheduled to expand to include bulk-buy opportunities for small businesses as well as continuing to support and inspire residents to install competitively priced, high quality rooftop solar.
	Plenty Solar Farm
	The Solar Farm proposal has progressed following council's approval at the September 15 OCM to proceed with contractor engagement. Council is now actively involved with renewable energy development company, LMS Energy, in the Early Contractor Involvement phase of the project.
	Landfill site capping works are scheduled to continue into 2 nd quarter 2021 prior to a twelve month 'defects' period where no construction can occur. Construction is anticipated to begin around mid-2022 and renewable electricity supply from the solar farm by mid-2023.

Summary of what's happening in Nillumbik - environment and sustainability

	Large Rooftop Solar, battery backup and EV charging
	Officers are in the process of assessing responses to a Request for Tender to install large rooftop solar systems at Eltham Leisure Centre (ELC) and Diamond Valley Sports & Fitness Centre (DVS&FC).
	ELC will host 267kW solar PV, two small battery back-up systems and EV charging for four vehicles.
	DVS&FC will host 146kW solar PV.
	Both sites will also feature public monitoring displays and access to virtual monitoring and information portals.
Sustainable Land Management	
	Equiculture horse property management training program
9	Council has engaged Equiculture to deliver a subsidised online property management course for Nillumbik horse properties. More than 20 landowners have signed up to date. Discount codes can be collected from <u>Stephanie Orive</u> .
	Land Management Advice and Grants
	Limited land management visits have taken place over recent months due to Covid-19 restrictions, however advice continues to be provided over the phone, email and via video-calls; and site visits are now recommencing.
	Recent 'Smart Farms' Grant application
	A grant application of \$100,000 was recently submitted to the National Landcare Smart Farms initiative for a project titled <i>Biodiversity for Sustainable</i> <i>Agriculture in Nillumbik</i> . The project will explore novel techniques to enhance the sustainability of Nillumbik's agricultural land. Our natural environment sustains many of our rural agricultural land and agribusinesses, which all rely on a healthy ecosystem to thrive. If successful, the project will establish three demonstration sites that show how the ecosystem services that biodiversity provides can benefit our agriculture. They will encourage the adoption of locally unique sustainable land management practices, demonstrating how to: Create functionally diverse areas that integrate agriculture with biodiversity, encouraging insectivorous animal foraging to manage pest control regimes and rely less on insecticides.
	 Optimise use of indigenous grasses to create opportunities to increase water infiltration rates and promote beneficial insects in vineyards and orchards; and using indigenous grasses to out-compete noxious grassy weeds. Optimise the use of marginal agricultural land via carbon sequestration and carbon markets.
Education and Engagement	
	Spring Outdoors 2020
	The Spring Outdoors program wrapped up at the end of November.
	Over 30 events engaged 1000s of webinar attendees this year.
	Overall, attendees rated the presentations 4.5 out of 5. Four being great and five being excellent.

Summary of what's happening in Nillumbik - environment and sustainability

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THE R A	Practically Green events: Re-imagine, Re-think, Re-energise
	Clean Energy Nillumbik (CEN) have recently presented several online events as part of Practically Green, and are currently planning a 2021 program of events.
in the second	Sustainable House Day
	 Nillumbik Trail Saturday 19 September – Zoom meetings with home owners for Q&A.
	Renew event Sunday 20 September
	Speed Date a Sustainability Expert
	 Sunday 18 October - this was a sell-out event
	Electric Vehicle webinar
	Thursday 29 October
	Children's activity
	 21 January – Edendale is hosting a 'Children of Nillumbik' activity for 8-12 year olds. All attending children will be gifted a Solar Robot kit, and with assistance from a parent or guardian, will construct a Solar CD Racer while at Edendale. The kits can be taken home by the children and used to build 5 other solar robots. In addition to the solar robot construction workshop there will be other fun clean energy activities for kids and CEN will also have information and stalls aimed at accompanying adults (or electric cars and bitos).
	stalls aimed at accompanying adults (eg electric cars and bikes)
	Waste Art Sculpture on display:
	Saturday 21 November web presentation photos and interview
	Sunday 22 November at Eltham Farmers' Market
	Sunday 6 December at Hurstbridge Farmer's Market
	Bulk Purchase Project
	Saturday 21 November webinar
	Sunday 22 November at Eltham Farmers' Market
	Sunday 6 December at Hurstbridge Farmer's Market (tbc)
	Additional webinar dates tbc
	Youth activity
	Saturday 27 February 2021, 2pm
	Home Harvest 2021
	With the uncertainty around public gatherings this season, the 2021 celebration will look a little different.
	Join the Home Harvest Facebook community
	Share your home growing tips and tricks, learn from other local growers and find out about upcoming webinars, workshops and cooking demonstrations on <u>Facebook.com/HomeHarvestCommunityHub</u>
	This year enjoy your picnic with family and friends as the restrictions allow on February 28, at home or in a park.
	Home Harvest Seed Libraries
	Nillumbik and Banyule Councils have teamed up with Yarra Plenty Regional Libraries to commission a local artist or maker to design and create eight Seed Libraries to be located across the two municipalities.
	·

Nillumbik Shire Council - prepared for ESAC members, December 2020

Summary of what's happening in Nillumbik – environment and sustainability	
	These Seed Libraries will give the community an opportunity to share seeds and the experience of home growing. In Nillumbik they'll be located at the Diamond Valley Library, Eltham Library, Edendale and Hurstbridge Hub.
	More information and Seed Libraries artist brief
	Donate extra produce to local food share organisations
	To help the whole community to enjoy local fresh produce grown with love.
	Donation points:
	 BANSIC @ the Hub, 153 Oriel Road, Heidelberg West. Open for donations Mon, Wed, Fri 12 - 3
	 Greenhills Neighbourhood House, Community Drive Greensborough. Open for donations Tues, Thurs, Fri 9 - 1
	 Secondbite, Diamond Creek Uniting Church, Cnr Wensley St and Main Hurstbridge Road. Open for donations Friday 11am - 12pm, Saturday 8.30am - 9am
	Environment & Sustainability education and engagement undertaken
	since last ESAC meeting
	 3 September 2020, The benefits of increasing soil carbon on your property webinar
	 9 September, Eucalypts of North East Melbourne - webinar
	 12 September, Deer Information Session – webinar
	 19 and 20 September, Sustainable House Day and Sustainable House Day the Nillumbik Trail – on line
	 21 October, The Butterfly, the ant and the bush: Eltham Copper Butterfly webinar
	 17 October, Speed Date a Sustainability Expert online 29 October, Nillumbik Electric Vehicle Forum online
	Recordings of many of the recent webinars can be seen on the website
	https://www.nillumbik.vic.gov.au/Environment/Environment-events-and- activities/When-you-want-webinars

Nillumbik Shire Council - prepared for ESAC members, December 2020

HEALTH AND WELLBEING ADVISORY COMMITTEE MEETING MINUTES

Thursday 4 February 2021 10.00 - 11.30am via Zoom

Attendees:

Council Officers: Katie Camilleri, Melissa Ensink

Members: Rosie Haszler (Aligned Leisure), Pamela Johnson (Community member), Jacinta Geary (Relationships Victoria), Robyn Ellard (YPRL), Sarah Quirk (Gamblers Help), Petra Begnell (NEHC), Olive Aumann (healthAbility).

Councillors: Cr Natalie Duffy, Cr Geoff Paine.

Apologies: Deputy Mayor Cr Frances Eyre, Cr Ben Ramcharan, Cr Karen Egan, Cr Richard Stockman, Sarah Lausberg (healthAbility), Rebecca Tipper (WHiN), Tina Robinson (Vic Pol), Corrienne Nicholls

Agenda item	Minutes
Welcome Acknowledgement of Country Introductions of Councillors Introduce Melissa E Declare any conflicts of interest	Katie welcomed the group, introduced herself and gave an update on staff changes. All other attendees introduced themselves and their roles.
Actions from previous minutes	 Together in Nillumbik survey report to be circulated with the minutes. Services brochure to be circulated with the minutes Health and Wellbeing Plan update included on agenda for February. Meeting dates for 2021 sent out by Katie.
Actions from previous minutes Update on Pandemic Recovery Plan	 The Nillumbik Pandemic Recovery Plan is currently being developed. Council has engaged ASDF Research to conduct research and develop the plan. Currently there are a number of internal staff and community workshops being run to better understand how staff and service providers have been responding, and what ideas or plans they may have moving forward. An internal and community grants program is being considered. Details on this will be provided after the programs have been finalised. Members provided some information about activities that are currently being done related to pandemic response, in Nillumbik and in other LGA's. Yarra Plenty Regional Library Service has a roadmap to recovery. Robyn to share this once she has it available. The focus is on social connection and economic recovery. Outdoor story time, finance expo, Story Trails are some activities being delivered by the libraries. healthAbility are looking to engage more deeply with those who are vulnerable. Having people on the ground (door knocking) and capacity building with volunteer organisations are some ways they are addressing recovery. Supporting more vulnerable people should be prioritised Grants should support each other and where possible, sustainability of programs and/or funding should be considered.
Update on Community Consultation: Our People Our Place Our Future	Phase 1 of the Our People Our Place Our Future (OPOPOF) consultation will commence on Monday 15 February and will close on Sunday 28 March. An engagement pack will be shared with advisory committee members, which will include a copy of the survey, a link to the electronic survey and a FAQ's

Agenda item	Minutes
	document. Members are encouraged to share the survey with their networks so we can reach more people.
	The results of the consultation will be going to a Council Briefing in April (date TBC). The results will help inform a range of Council documents including:
	Asset Plan
	Community Vision
	Council Plan
	Financial Plan
	 Municipal Public Health and Wellbeing Plan
	Municipal Planning Strategy
	Melissa provided an overview of the timeline and process for the development of the Municipal Public Health and Wellbeing Plan (MPHWP).
	The draft framework was presented and will be finalised after Phase 1 of OPOPOF is complete.
Municipal Public Health and Wellbeing Plan	The feedback provided by the group included:
 Update on MPHWP process and timelines 	 We need to consider vulnerability and how we engage the 'hard to reach' voices and groups in the community.
 Share MPHWP framework 	 The focus of the plan should be on reducing inequalities. What is the goal of the plan? What are we trying to achieve? What do we
Mini workshop:	focus on? It would be better to have fewer actions but have them done in a more coordinated way.
 Feedback on overall framework 	 Need to consider community engagement vs. consultation for 'hard to
 Input into themes, 	 reach' groups. Positive Ageing forums could be considered for phase 2.
Priorities and Action Areas	 Face to face communications work better with vulnerable and 'hard to
Aleas	reach' communities. The HRAR project at Banyule Community Health is an example of this being done well.
	This feedback will all be considered as the framework is finalised and the MPHWP is developed.
	Yarra Plenty Library Service (Robyn)
	The Diamond Creek branch is closed but is still operating click and collect services. The Eltham branch is available for consultation and to have the OPOPOF surveys available.
	Align Leisure (Rosie)
	Leisure facilities are open again. The This Girl Can campaign is currently being planned. An exercise program for older people is currently being delivered.
Member updates	Positive Ageing Advisory Committee (Pam)
Update on your current initiatives that relate to Health and Wellbeing in Nillumbik	The first meeting for the year was held on 5 Feb. A video on respect and older women is now available on the Nillumbik website.
	North East Healthy Communities (Petra)
	Social inclusion is a big piece of work. A working group has been formed for this work. Petra will send through some information to Katie and Melissa to share with the group.
	Relationships Australia (Jacinta)
	There is a long wait list for counselling and the parenting hub: 40+ people. Many are parents dealing with children who have anxiety. More people are attending virtual vs. in-person sessions, parents especially.

Agenda item	Minutes	
	Gamblers Help (Sarah)	
	Currently working with students, teachers and parents on building financial literacy and addressing gaming and gambling via micro transactions in mobile phone apps. Delivering the program 'Love the Game' in schools, which is a sports program.	
Also noted, The Parenting Hub is now live on the Nillumbik Shire w		
	Thursday 8 April 2021 at 10-11.30am	
Next meeting	Venue: Council Chambers (subject to restrictions)	
Next meening	Members to notify Melissa Ensink if they have not received calendar invites for the 2021 dates.	
Close	Katie Camilleri closed the meeting and thanked Councillors, members and officers for attendance.	

MINUTES Positive Ageing Advisory Committee (PAAC) Friday 12 February 2021

Hurstbridge Community Hub

12:00pm – 2:00pm

No.	Time	Agenda item	Owner
1	12:00pm	Welcome and Acknowledgement of Country Welcome to new members, Welcome returning members, and Welcome Councillors: Cr Francis Eyre, Cr Egan.	Chair
2	12:05pm	Confirmation of meeting minutes – amendments: - Incorrect date for July 2021 meeting Moved by Ray Carroll Seconded Sue Riley Apologies: Tianjian, Deanna, Sandra Housekeeping: • Fiona – temporary chair • Ground rules for participation: Microphones for use, will be wiped between use Welcome to take masks off to talk into microphones Break at 1pm, Welcome to eat at desk	Chair
3	12:10pm	 Planning for year ahead: Priorities for PAAC Organising sub-committees The PAAC is a key partner in implementing many actions in the Ageing Well in Nillumbik Plan (2019 = 2022). Fiona presented the Ageing Well In Nillumbik Action Plan Work Plan – Priority Action for 	Fiona Vuong (Positive Ageing Officer) All members



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	2021 (attached), which outlines the actions from the AWiN Plan seeks to achieve for the next 12 months
	PAAC not responsible for all actions but opportunities for collaboration
	 Fiona presented work plan with group including: Vision Domains Alignment with AWiN Plan and Council Plan and Health and Wellbeing Plan Outstanding actions from 2020 and actions for 2021 (Fiona referred to attachments 2&3 – Year 1 and Year 2 Plan reports and attachment 3 – Summary on achievements/involvement of PARG) Read through each of the actions form 2021
	work plan
	Member input:
	 Gertraud: a specific section in each edition of Nillumbik News about what PAAC is doing Phillip: Working in partnership, having effective communication and information sharing with older residents to support social participation of older people should be the basis of our work
	 Pamela: consider neighbourhood houses as a source of info Jan: Noted there was a range of ways to connect and communicate with older people, it would be useful to know what orgs/committees
	connect and communicate with older people, it



 connect. Is it our role to Coordinate this? Fiona to investigate and provide list to PAAC Ray: Who is driving who? Is the PAAC driving Council or vice versa? Need the Councillor representative on the committee. Cr Egan addressed advising that Council is committed to the work of the PAAC and will have representative likely from both herself and Cr Eyre Gertraud: believes the work is a two way process (reciprocal relationship with Council) Suggested different Officers from other teams attend a meeting. PAAC needs to input into broader council work before it happens. Fiona to organise officers from other departments to meet with the PAAC. Cr Eyre: Acknowledged that Councillor representation is important. Spoke about how Councillors receive info about what the PAAC is doing. Expressed her commitment to transport, ageing well, housing etc. Suggested clarifying what an advisory committee is and their realm of influence and purpose Pam: any updated population data available? Census data due in 2021 David: Recreation: no reference to recreation.
Census data due in 2021
Fiona: acknowledged and committed to include a specifics in relation to recreationJanice: physical health and wellbeing- need
more opportunity for physical activity. Has



	 been in contact with Aligned Leisure – opportunities to connect with AL to provide more activities specifically appropriate for older people Jan: Interest in shared decision making, ageing as a series of losses and milestones. Information about health issues and concerns as they arise to be framed as relevant for all older people, not just those who are 'end of life'. Fiona will find out what is available and get back to group Pam: Community Hospital – ensure that the new service can support positive ageing Cr Egan: hospital is small, 35 beds and providing day surgery, mental health services. Senior Rights Victoria provided sessions last year. Councillors working closely with HealthAbility to understand needs of older residents. Referred to trails and ensuring that the equipment caters for older people. Grants available so we are making use of this Anne – carer support, need more support for carers Subcommittees – will convene this discussion item until next meeting Cr Eyre – Pandemic Recovery Plan – noted that the 	
	home	



		 Cr Egan: asked group if email was the preferred method of communication. Majority of members indicated that email was preferred. Question: what is preferred method for your networks and peers? Anne: has spoken to two groups of older people – 50% were not interested in electronic communication Pamela: many older people including people with Dementia preferred hard copy Janice: spoke about isolation in the rural area. Knocking on door is the only way to reach these isolated and disconnected residents Gertraud: suggested development of community hub in Eltham where all the information can be available and can meet and connect Anne: Some people do not want to connect in person Ray: referred to the paper the Gertraud wrote last year and acknowledged the quality. Questioned the role of PAAC and the ability to influence council decisions 	
4	1:00pm	Tea break	
5	1:10	 Our People Our Place Our Future' – community consultation update to PAAC Seeking to find out about what the community want over the next 4 to 40 years. Everything from health and wellbeing to spaces to climate change etc. Will also feed in to the Pandemic Recovery Plan. Consultation is about to commence from 15 Feb. Online consultation and then in-person, pop up 	Annie Lee (Place Activation Officer)



		 events from 27 Feb 27 March. Wanting to get the voices a broad range of community: children right through to older people. Wanting to reach those that usually don't have a voice. Hoping to get a minimum of 1000 voices. Will be in rural and metro areas. Asking the PAAC to spruik the consultation with family and friends. Will input into the Council plan and the Shire vision. Survey is available online here: https://participate.nillumbik.vic.gov.au/our-future Cr Egan explained that this process is to streamline consultation for the many different plans that Council is required to undertake; to get feedback in the one consultation 	
		To get the survey: online, hard copies to be at drop points ie. leisure centres, libraries, shopping centres etc Action: Fiona to invite Annie to next PAAC meeting to consult for Our People, Our Place, Our Future	
6	1:20pm	 consultations Roundtable – an opportunity for all PAAC members to update the committee about issues of concern for older people, updates from other committees that members are part of. Issues raised can be explored further Gertraud: promote tourism, infrastructure for tourism, harness the people travelling through 	All
		to Yarra Valley. Action: Fiona will invite a	



 member from the Economic Development team to talk about what is happening Joy: Self funded retirees, we want a lifestyle facility. Downsizing is a challenge. (not retirement facilities) Phillip: member for couple of years, interests is on men's groups, running groups in aged care facilities, participates in the OMNI group Referred to Place Walks – Narelle advised that grant application has been submitted under the Stronger Communities Grant Cr Egan supports replacement seats Jan: interest in is mental and physical health wellbeing for people. Comes from a health care background. Person-centred approach. Member of U3A so will provide and two way communication between PAAC and U3A Anne: PAAC Walk audits- awaiting further feedback from these; feels like nothing has happened. Footpaths: badly maintained. Cr Egan has invited residents to send photos, emails to Councillors to ensure that Action: put in newsletters inviting residents to email in when they notice things in the community David: No seats, no footpaths in Dunmoochin, just courteex



		 Sue: representing Eltham Senior Citz but also interesting in knowing how to help the wider community Max: new member, member of Eltham Men's Shed. Self-funded retiree. Interest in the adjustment to retirement. Janice: Been involved in many groups throughout the years. Has reviewed all of the 	
		documentation. Recognised the quality of the info that is already out there and the importance of focussing on the plan and information that is already in place. Focus on one thing to achieve and do it well.	
		Action Fiona to send updated workplan which incorporates above feedback and a list of possible priority areas for PAAC to choose to focus on in the form of subcommittees or working group.	
7	1:50pm	Update to PAAC about Pandemic Recovery Workshop	Pamela Johnson (PAAC Member)
		Attended meeting on Monday hosted by Anna Maio (Community Partnerships) Community Develop researcher spoke and sent out questionnaire – to develop Pandemic Recovery Plan and is seeking community input into the development of this plan. Fiona to share questionnaire with PAAC	
8	2:00pm	Next Meeting date: Friday 5 March 12-2pm Venue: TBC	
		Tentative March agenda: - Annie to attend next meeting to do consultation for 'Our Place Our People Our Future'	



- Discuss - Community Hub in Eltham	
- Subcommittees options and priority areas	



Year 1 (2019) Report				
Action	Implementation	Timeline	Status	Outcome
Priority 1: Access to Services				
 Undertake a service delivery review for community based social meals in place of delivered meals 	 Explore opportunities for social meals programs with community 	June 2019		 Social meals have been expanded from monthly to fortnightly Work has commenced on service delivery
	 Identify partnership opportunities to implement and embed new service model 			review but no outcomes yet
Priority 2: Information and Advocacy				
4. Plan and establish an information, advocacy and navigation service which supports older residents and carers to navigate a significantly changed service system and a diverse range of positive ageing programs	 Explore existing models and co-design a business proposal for an information, advocacy and navigation service in consultation with the PAAC 	June 2019		 COTA were successful for Tender with Commonwealth for MAC Navigation Trial Council currently working with Northern Councils on the navigator role – waiting on evaluation of COTA project My Aged Care information sessions delivered to community in meantime
 Develop multiple strategies to disseminate a wide range of information, events and services relevant to older people in Nillumbik 	 Disseminate information through a range of channels that are accessible for everyone including Community Information Sessions Ageing Well in Nillumbik (AWIN) Newsletter Flyers / brochures Newspaper Website 	Ongoing 2019-2022		 Successful for 2019 Senior Participation Grant to replicate Whittlesea's Community Connector Project AWIN Newsletter distributed quarterly Connector Project AWIN Newsletter distributed quarterly Connector Project Understanding My Aged Care (Feb 2019) Coverning a Community Organization (March 2019) My Aged Care drop in sessions (April – May 2019) Understanding My Aged Care information Session (March 2019) World Elder Abuse Awareness Day sessions (June 2019)

	 Activities / Events page for Over 55s added to Council website Resources, information and links to external information added onto Council website Healthy & Active Ageing Expo planned for March 2020 Bolton Clarke Be Healthy & Active sessions Stall planned for the PAAC at the Wattle Festival Partnership with Greensborough plaza to showcase groups during Seniors Festival 	 Annual Community Survey distributed PAAC provided with presentation on Customer First Consultation results 	 Carenslink North invited as guest speaker to Positive Ageing Advisory Committee meeting Information shared and promoted Information about Carenslink North services included in AWiN Newsletter – Winter edition 	Social Policy Officer recruited	
		Sept 2019 and ongoing annually	September 2019 and ongoing annually	Ongoing	
	 Develop a Shire wide calendar of events and activities 	 Survey older residents and clients to understand how they access information by building relevant questions into existing annual surveys delivered by Council 	 Survey carers to understand how they access information by building relevant questions into existing annual surveys delivered by Council 	 Utilize existing data sources to inform service planning and community needs 	ssilience and Engagement
Year 1 (2019) Report		 Review current communication and information approaches to ensure continued activity is meeting community and Council needs 	 Support carers of older people to be able to access a range of relevant information and resources on supports and services 	 Monitor population trends related to older people 	Priority 3: Community Connection, Resilience and Engagement

Ageing Well in Nillumbik Action Plan Year 1 (2019) Report

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Well	2019)
Ageing	Year 1 (

 Planning ahead' session organised for Dying to Know Day on 8 August – including speakers from State Trustees, Palliative Care and Tobin Brother Funerals Information included in Winter edition of Ageing Well in Nillumbik newsletter Partnership developed with Banksia Palliative Care (speakers at PAAC meeting in August) Potential partnership project with Living and Learning Nillumbik (Katie attending meeting in July) 	 Co-design Social Connection Project Interviews with vulnerable / isolated older people in the community Members of the PAAC invited to participate in Working Group to plan and deliver a Healthy & Active Ageing Expo in Feb 2020 Feedback cards created and handed out to PAAC members – reported on monthly PAAC engaged in consultation on Eltham and Diamond Creek Precinct Plans Green Wedge Management Plan Consultation Diamond Creek Playspace Consultation
"Dying to Know" day 8 th August 2019 and ongoing Winter edition 2019 and ongoing	Ongoing
Information session delivered in partnership with Seniors Rights Victoria Information provided through AWIN Newsletter and other relevant channels	Strengthen and consolidate the role of the Positive Ageing Advisory Committee (PAAC) to support consultation and engagement with older people, their carers and families Develop a consultation and engagement approach that ensures the voice of older people is included in planning, decision making and strategy development throughout Council Engage with council departments and services to explore ways in which the voice of older people may strengthen and support planning and development of councils services and infrastructure
linformation 1. eir families to decision life 2.	d engage 1. ntation of muunity 3. 2. 3.
 Provide education and information to older people and their families to support planning and decision making around end of life 	13. Continue to consult and engage with a diverse representation of older people in the community

	5 x Health and Wellbeing Sessions organised for 2019 in partnership with Bolton Clarke	 Partnership developed with North East Healthy Communities, HealthAbility and Bolton Clarke to develop a co-designed social connection project 	 Partnered with My Emergency Doctor and YPRL to offer information sessions at Eltham and Diamond Valley Libraries (sessions also being held directly with community groups including Men's Sheds) 	 Tech, Tea and Tales Program delivered at St Andrews 	 Seniors Festival planned for October – 2 information sessions to strengthen partnerships with community and grants program delivered to support activities for October 	 Seniors Rights Victoria engaged to deliver 2 x information sessions on Elder Abuse for World Elder Abuse Awareness Day 	 Be Connected delivered through Living and Learning Centres 	 Partnership developed with Dementia Australia and Cares link North to deliver information session sin September for Dementia Awareness Month 	 Member of the North Melbourne Elder Abuse Prevention Network and Community Engagement and Awareness Working Group 	 Partnerships with COTA Victoria, healthAbility and Bolton Clarke to deliver My Aged Care information sessions
	2019 and	2								
tion Plan	 Deliver free health and wellbeing sessions in martnorship with Bothom 	Clarke								
Ageing Well in Nillumbik Action Plan Year 1 (2019) Report	14. Work in partnership with key stakeholders to develop proactive	support ageing well in Nillumbik								

Priority 4: Transport and Mobility				
 Conduct a Community Transport service delivery review to ensure the delivery model best responds to the new aged care service system and contributes to community outcomes 		Survey older adults to understand needs for Community Transport Explore and activate shared transport models that may address and meet community need (e.g., linking in with existing transport providers such as LINK and LINC)	August 2019	 Survey distributed to community and CHSP clients to understand needs for Community Transport 2018/19 (80 responses received) External consultant engaged to conduct review of Community Transport for Nillumbik
	ઌં	Develop partnerships with neighbouring LGA's to enhance available services to local residents		
16. Support Councils advocacy for public transport solutions and responses to ensure older persons needs are included	, '	Utilise the PAAC to provide advice and feedback around community public transport needs	Ongoing	 Advice provided to Council on unsafe and inaccessible footpath between St Vincent's Aged Care Facility in Eitham and Eitham Town Square Advocacy by the PAAC to Council on safe 'Drop- off' points at Eitham Town Square
18. Provide training and information to older people on safe travel using public transport	,	Work in partnership with Metro Trains to deliver 'safe travel on metro trains' session across community	Ongoing	 Safe Travel on Metro Trains – travel training organised for October 2019 in Hurstbridge (May wasn't able to go ahead due to low numbers) Travel training organised with Eltham Men's
	2	Promote information on public transport travel to older adults in Nillumbik		 Shed Information on free public transport to be included in Sentember AWIN Newsletter

Attachments - 123

 Community Safety Forum flagged for November 2019 Heat health and bushfire preparedness information to be included in Summer AWiN Newsletters 				
Ongoing	December 2019		December 2019	
 Promote awareness through: Community Information Sessions Facebook / social media AWN Newsletter Information 	 Work with Council's Family Support and Gender Equity Officer to ensure Elder Abuse is incorporated into Council's work on Family Violence 		 Work in partnership with local service providers and aged care facilities to understand the capacity for short term accommodation in Nillumbik 	
 20. Assist older people to plan and prepare for disasters and critical incidents including; Flood Flood Heat Events Pandemic 	22. Develop a policy position regarding Councils future role in supporting older people experiencing family violence	Priority 6: Housing	26. Investigate the development of local short term emergency housing in response to elder abuse	Priority 8: Civic Participation

Ageing Well in Nillumbik Action Plan Year 1 (2019) Report r

<i>nbik</i> Action Plan	27. Support and promote volunteering 1. Coordinate older adult December 20.19 community group leaders 2019 opportunities in Nillumbik network to provide the opportunity to share, inform and discuss topics to build the capacity and enhance volunteering in Nillumbik - National Volunteers invited to participate in Council's Autum Social Lunch April 2019 2. Recognize and celebrate ongoing volunteers through the Ageing Well in Nillumbik Newsletter through the ageing Well in Nillumbik Newsletter and of volunteers through the ageing Well in Nillumbik Newsletter volunteers through the ageing Well in Nillumbik Newsletter volunteers through the ageing Well in Nillumbik Newsletter volunteers through the activities or volunteer to be explored further
Ageing Well in Nillumbik Action Plan	27. Support and promote volunteerin
Year 1 (2019) Report	opportunities in Nillumbik

Action	Implementation	Timeline	Status	Progress / Outcome
		FIGURY 1: ACCESS 10 DERVICES	cess to se	styles
Develop a transition plan for delivery of alternative supports	 Continue to engage with Council's Positive Ageing Advisory Committee (PAAC) 	June 2020		 Aged Care Advocacy and Navigator position commenced 1 July 2020 as result of Council's transition out of delivering aged care services.
and services for older people in Nillumbik as	as part of the transition process and service delivery			 Social Connections position commenced 1 July 2020 as result of Council's transition out of delivering aged care services.
a result of the National Aged Care	reviews			 All clients of exited aged care programs (including delivered meals, personal care, domestic assistance, social support
Reform				individual, respite care and home maintenance and modifications) have been transitioned to provider Mecwacare,
				who were previously subcontracted by Council to deliver above services
Develop a policy	Produce a report to Council that	June 2020		Timeline to complete this has been extended to June 2021:
position for Council that will guide future	highlights Council's position on service delivery			 Data is being collected via Age Care Advocacy and Navigation officer about what community need for services are; requests
decision making and participation in				are coming through for gardening
service delivery Action	Implementation	Timeline	Status	Progress / Outcome
	Prio	Priority 2: Information and Advocacy	lation and	Advocacy
Develop multiple	Disseminate information through a	Ongoing		
strategies to disseminate a wide	range of channels that are accessible for evervone including:	2019- 2022		 Healthy and Active Ageing Expo held in March 2020 at Eltham High School in partnership with Banvule City Council
range of information,	Community Information Sessions			All face to face events cancelled during lockdown (eg. 'Meet
relevant to older	Ageing weijin mijumpik (Awin) Newsletter			Areinn Well in Nillimhik (AWiN) newsletter: 4 regular
people in Nillumbik	 Facebook 		Í	quarterly newsletters and 3 COVID special editions published

AC.003/21 Advisory Committee Report - 23 March 2021 Attachment 1. Advisory Committee Meeting Minutes reported 23 March 2021

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 in 2020 Dementia support services promoted in AWiN April and Spring 2020 newsletter Health and wellbeing tips sought from community members, including PAAC members, residents of local retirement villages, community groups including Eltham Men's Shed, Hurstbridge Sow and Grow Club and shared throughout several AWiN 2020 newsletters 	 Embedded in COVID19 welfare calls to Council aged care clients Evaluation of Ageing Well in Nillumbik newsletter planned for year ahead to review readability and content, explore possibilities and options to improve and expand readership and remain relevant Council website review in progress 	 Limited progress made on this action in 2020. Data is being collected via Aged Care Advocacy and Navigation officer about what community need for services are Support for carers services promoted in AWIN April 2020 newsletter 	 3 focus groups held with Senior Citizens Club members as part of Together in Nillumbik consultation Together in Nillumbik survey completed by PAAC members PAAC members and community members encouraged to complete COTA Victoria survey on the impact of COVID-19 PAAC consulted about experience of COVID for older people Aged care Advocacy and Navigation officer monitoring trends
	Sept 2019 and ongoing annually	Sept 2019 and ongoing annually	Ongoing
	to	_	y Y
 Flyers / brochures Newspaper Website Website Develop a Shire wide calendar of events and activities 	Survey older residents and clients to understand how they access information by building relevant questions into existing annual surveys delivered by Council	Survey carers to understand how they access information by building relevant questions into existing annual surveys delivered by Council	Utilize existing data sources to info service planning and community needs

Timeline Status Progress / Outcome	Priority 3: Community Connection, Resilience and Engagement	ed in Ongoing Limited progress made on this action in 2020. ghts 1 event held via zoom Carers Week (October) on topic: Future Planning for carers delivered by Mind Australia gh	I June 2020 On hold	e the Ongoing • PAC workshops with Place Activation officers and Victoria Walks – to conduct walk audits of the Shire as part of the 'Knowing your place' walk audits – in progress ople, • PAAC engaged in consultation on Draft Housing Policy • PAAC consulted on program ideas for Let's Stay Connected fing, egy ouncil to voice the the the the the the the the the th
Implementation	Priority 3:	 Information session delivered in partnership with Seniors Rights Victoria Information provided through AWiN Newsletter and other relevant channels 	Explore opportunities to expand program model	 Strengthen and consolidate the role of the Positive Ageing Advisory Committee (PAAC) to support consultation and engagement with older people, their carers and families Develop a consultation and engagement approach that ensures that the voice of older people is included in planning, decision making and strategy development throughout council Engage with council departments and services to explore ways in which the voice of older people may strengthen
		Provide education and information to older people and their families to support planning and decision making around end of life	Continue to deliver the Nillumbik Neighbours Social Support Group	Continue to consult and engage with a diverse representation of older people in the community community

 Printed exercise booklets being developed in partnership with Aligned Leisure 8 x Health and Wellbeing Sessions delivered by Bolton Clarke and Living & Learning Nillumbik delivered over zoom Intergenerational Digital Storytelling Program 	Status Progress / Outcome	nd Mobility	PAAC providing recommendations on infrastructure and asset improvements via Knowing your place Walk Audits. Report to Council planned for early 2021	 No sessions delivered in 2020 on safe travel Funding received from Department of Transport to host two Wiser Driver driver education programs in early 2021 	 Advocacy to the Commonwealth and State via Victoria Tasmania Community Transport Alliance (VTCTA) about the need for funding for community transport Exploring options to provide community transport to residents with disabilities who are not funded under government programs (eg. NDIS, HACC PYP, CHSP)
	Status	sport an			
Ongoing	Timeline	Priority 4: Transport and Mobility	Ongoing	Ongoing	No date
Deliver free health and wellbeing sessions in partnership with Bolton Clarke	Implementation		Utilise the PAAC to provide advice and feedback around community public transport needs	 Work in partnership with Metro Trains to deliver 'safe travel on metro trains' session across community Promote information on public transport travel to older adults in Nillumbik 	 Produce a discussion paper that highlights Council's position on Community Transport
Work in partnership with key stakeholders to develop proactive and preventative strategies to support ageing well in Nillumbik	Action		Support Council's advocacy for public transport solutions and responses to ensure older persons needs are included	Provide training and information to older people on safe travel using public transport	Develop a policy position regarding Council's delivery of community transport to guide further development and integration into universal transport solutions

Action	Implementation	Timeline	Status	Status Progress / Outcome
	Priori	ty 5: Safe and	Healthy	Priority 5: Safe and Healthy Communities
Assist older people to	Promote awareness through:	Ongoing		 No in person Community safety forums held in 2020
plan and prepare for	 Community information 			 PAAC updated on Emergency Management – Communities
disasters and critical	session			First program
incidents including:	 Facebook/ social media 			 Heat health and bushfire preparedness information included in
 Flood 	 AWiN Newsletter 			Summer AWiN Newsletters
 Fire 	 Information packs 			 Emergency relief and COVID-19 Specific services promoted in
 Heat Events 				AWiN newsletter
 Pandemics 				 Welfare calls conducted throughout pandemic
				 Community Activation and Social Inclusion initiative (CASI) position distributed masks to vulnerable residents
Raise community	Community information	Ongoing		 11th June 2020 World Elder Abuse Awareness Event
awareness and	sessions			cancelled due to COVID19
enhance community	 Elder abuse information and 			 Elder abuse awareness information in Ageing Well in
resilience about elder	training provided to council			Nillumbik newsletter (June 2020)
abuse	staff and volunteers working			
	with alder people			
Develop a policy	Work with Council's Family Support	December		Video produced for 16 Days of Activism against Gender Based
position regarding	and Gender Equity Officer to ensure	2019		Violence interviewing local older women about respect
Council's future role	Elder Abuse is incorporated into			
in supporting older	Council's work on Family Violence			
family violence				
Raise community	 Provide information and 	Ongoing		 Dementia support services promoted in AWIN April and Spring
awareness and	awareness of dementia			2020 newsletter
enhance community	throughout Dementia			 Grant applied for through Dementia Australia to develop a
resilience around	Awareness Month			Nillumbik Dementia Friendly Alliance was unsuccessful
dementia	(September)			
	 Explore opportunity of 			
	developing a dementia			

Plan	
Action	
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Nillu	
Vell in	2020)
Ageing	Year 2 (2

Action	Implementation	Timeline	Status	Progress / Outcome
		Priority	Priority 6: Housing	0
Advocate for housing diversity and options as people plan to downsize or seek alternative housing options and solutions	 Develop an understanding of the current and future housing needs for older people across Nillumbik Support the development of Council's Housing Strategy and ensure the needs of older people and are considered and included Investigate intergenerational housing options and models Participate in master planning and advocacy processes to enhance options, spaces and places for older people 	2019		PAAC consulted on Draft Housing Strategy
Action	Implementation	Timeline	Status	Progress / Outcome
		Priority 7: Civic Participation	vic Partici	pation
Support and promote volunteering opportunities in Nillumbik	 Coordinate older adult community group leaders network to provide the opportunity to share, inform and discuss topics to build the capacity and enhance volunteering in Nillumbik Recognise and celebrate Council volunteers through a range of events and activities 	Ongaing		 PAAC met every month this year (except during caretaker period) either in person or virtually over zoom Community Connect Network currently managed by Community Partnerships team Volunteer opportunities regularly promoted through AWIN Newsletter National Volunteer Week recognized in June AWIN Newsletter Recruitment for vacant advisory committee members – 12 applications received Seniors Participation Grant to replicate Whittlesea's Community Connector Project postponed due to COVID19 Trauma teddies knitting project engaged 100 knitters throughout the Shire

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Brief Summary (unofficial) on achievements/involvements of PARG:

Compiled by Gertraud McDonald for information of new members of PARG -grateful if gaps could be filled by council members.

These are the main points I can remember

- First PARG meeting: 2012 (6 meetings /year)
- Terms of Reference
- Nillumbik Shire Council Positive Ageing Strategy
- Positive Ageing Information Guide
- Personal Records Organizer(check list)
- Frequently asked questions (Tradesmen)
- PARG Roundtable Discussion Template

 (all documents made accessible on internet and hard copy.)

<u>Meeting with other Positive Ageing Groups</u>: some PARG members made a visit to the Murrindindi Shire Council (to see how they tackle the problem of making their Shire agefriendly) Nov 2014

PARG representatives

- to COTA meetings and reporting back PARG June 5th 2013 (registration and payment by Shire Council)
- to VOICE seminar Nov 15th 2013

Organising and running information sessions with: (not in chronological order)

- Expert in matter: **Positive ageing**: Roland Naufal (International Research, how to influence decision makers to get better results)
- on transportation (Reps from MIKY, RACV, Shire,)
- Housing and Downsizing in Nillumbik: What are the options: 22nd Oct 2013
- Bushfire awareness meeting for elderly
- Bushfire awareness Pack (advertised in and available through Newsletter :Ageing Well in Nillumbik)
- Sexual health and the elderly
- Accommodation information session; Hurstbridge May 2014
- Launch of grandparents Playgroup (intergenerational)
- Early Literacy grandparents support (intergenerational)
- Liaison with Seniors Festival
- HACC, CHSP and NDIS: What does it all mean? Nov 2016 (information session)

Newsletter

- "Ageing well in Nillumbik" (since spring 2012): excellent source of information with calendar of events (done by positive ageing officer)
- "Nillumbik News" (also input from PARG)

Attending the volunteers' celebration at Government House

Notes for Positive Ageing Advisory Committee 12 February 2021 Updated 17 Feb 2021 with members input from PAAC meeting

Ageing Well in Nillumbik Action Plan Work Plan – Priority actions for 2021

Ageing Well in Nillumbik Vision:

Nillumbik residents will live and age well in healthy and safe communities that are inclusive and respectful

Strategic alignment:

Council Plan (2017 – 2021)

- Engaged, connected communities
- Active and creative people
- Safe and healthy environments
- A prosperous economy
- Responsible leadership

Health and Wellbeing Plan (2017 – 2021)

Support healthy ageing: optimise opportunities for health, participation, lifelong learning and diverse housing to enhance quality of life as people age

- Ensuring the effective participation of older people in social and civic activities
- Work to ensure public spaces and buildings are designed to be age friendly
- Support access to transportation to enable older people to remain physically active, socially connected and able to access shops, health facilities and other essential services
- Plan suitable housing for changing community needs

The following plan has been derived from:

- Outstanding actions from previous years
- Actions due for completion in 2021

For progress on actions in Action Plan to date, please refer to:

- Year 1 Report (2019)
- Year 2 Report (2020)

For more information about previous initiatives of the PAAC, please see attached summary compiled by PAAC member ('Brief summary of PARG achievements'). Please note this is a summary document and not exhaustive.

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Ageing Well in Nillumbik Action Plan	Actions 2021	Implementation
Priority 1: Access to services	Develop a policy position for Council that will guide future decision making and participation in service delivery	 Produce a discussion paper that highlights Council's position on service delivery
Priority 2: Information and advocacy	Develop multiple strategies to disseminate a wide range of information, events and services accessible to older	 Disseminate information through range of channels including community information sessions, Ageing Well in Nillumbik newsletter, social media, flyers, brochures, website, libraries, service providers
	people	 Develop shire wide calendar of events and activities For PAAC information – develop resource for PAAC with organisations and other committees related to older people
Priority 2: Information and advocacy	Monitor populations trends related to older people	 Use existing data sources to inform service planning and community needs
Priority 2: Information and advocacy	Support carers to access relevant information and resources on supports and services	 Survey carers to understand how they access information by building relevant questions into existing annual surveys Provide more support to carers – family members, neighbours, friends
Priority 3: Community connection, resilience and engagement	Provide education and information to older people and their families to support planning and decision making around end of life	 Information session delivered in partnership with Seniors Rights Victoria Information provided through AWIN Newsletter and other relevant channels Provide information to community about this milestone an d

2

Priority 3: Community	Continue to consult and engage with a diverse	 Develop consultation and engagement approach that ensures the voice of older people is included in planning, devicing moline and strategies development theorem.
connection, resilience and	representation of older people	decision making and strategy development unroughout Council
engagement		 Strengthen and consolidate the role of the PAAC to support consultation and engagement with older people, their carers
		and families
		 Incorporate a specific section in each edition of Nillumbik Name about what the DAAC is doing
		Improve feedback loop between community PAAC and
		Council
Priority 3:	Work in partnership with key	 Develop free health and wellbeing sessions
Community	stakeholders to develop	 Explore opportunities to incorporate activities into Council's
connection,	proactive and preventative	Social Support Group that encourage health and wellbeing
resilience and	strategies to support ageing	such as physical activity, falls prevention, healthy eating
engagement	well	 Work in partnership with Living & Learning Nillumbik
		 Explore recreation and physical activity options for older
		people, including working with the Leisure Facilities
Drivette 0.		- Explore mental health opportunities
Priority 3: Community	Develop social media	 Investigate existing model and campaigns Co design a social model communication strategies in
connumity	awareness campaign to	
connection,	promote good neignbour	
resilience and	model support tor older people	
engagement		

Notes for Positive Ageing Advisory Committee 12 February 2021 Updated 17 Feb 2021 with members input from PAAC meeting

Notes for Positive Ageing Advisory Committee 12 February 2021	Updated 17 Feb 2021 with members input from PAAC meeting
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Priority 3:	Develop a proposal for a future	Work in partnership with North East Healthy Communities and
Community	business model to support and	other LGA's to consider potential models that address social
connection,	facilitate social connection and	isolation and encourage social participation across Nillumbik
resilience and angagement	social participation for older	
Priority 4	Support Council's advoracy for	- Utilise the PAAC to provide advice and feedback around
Transport and	public transport solutions and	
mobility	responses to ensure older	
	persons needs are included	
Priority 4:	Provide training and	- Work in partnership with Metro Trains to deliver 'safe travel
Transport and	information to older people on	on metro trains' session across community
mobility	safe travel using public	 Promote information on public transport travel to older adults
	transport	in Nillumbik
Priority 4:	Develop a policy position	Produce a discussion paper that highlights Council's Policy
Transport and	regarding Council's delivery of	position on community transport
mobility	community transport to guide	
	turther development and	
	Integration into universal	
Priority 5: Safe	Assist older people to plan and	 Promote awareness through community information
and healthy	prepare for disasters and	sessions, social media, newsletters, information packs
communities	critical incidents	

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I nrougn community information sessions Provide elder abuse information and training to Council staff
and volunteers working with older people
Develop resource kit of local information to support older
Explore experiencing raming violence Explore opportunity of developing a dementia alliance
Provide information and awareness of dementia to com
Investigate intergenerational housing options and models
Investigate lifestyle villages as an option
Support the development of Council's Housing Strategy and
ensure the needs of older people and are considered and
included
Develop an understanding of the current and future housing
needs for older people across Nillumbik
Participate in master planning and advocacy processes to
enhance options, spaces and places for older people
Develop FAQ's information sheet
Promote available services to support older people through
residential and aged care processes

Notes for Positive Ageing Advisory Committee 12 February 2021 Updated 17 Feb 2021 with members input from PAAC meeting S

Priority 7: Civic participation	Support and promote volunteering opportunities in Nillumbik	 Coordinate older adult community group leaders network to provide the opportunity to share, inform and discuss topics to build the capacity and enhance volunteering in Nillumbik Recognize and celebrate Council volunteers through a range of events and activities
Priority 7: Civic participation	Facilitate research into the needs of mature age workforce participation	 Collaborate with the National Ageing Research Institute to better understand the needs of mature aged workers in Nillumbik Draw on research to raise awareness on the benefits of mature aged employment to local business

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AC.003/21Advisory Committee Meeting Minutes - 23 March 2021Attachment 1.Minutes of Advisory Committee Meetings held 23 March 2021

Draft Budget 2021-2022



Attachments - 141

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Budget influences

Financial sustainability is a key challenge for all governments, both in the short and long term. This involves the management of short-term budget influences within the context of longer-term challenges.

Council manages its finances through an annual budget, which identifies the expected revenue and expenditure for each year. The budget is the means by which Council makes a formal commitment of resources to provide funding for services and projects.

A long-term perspective is provided by the budget projections and forecast, which forms part of the Council Plan. This provides a 10 year forecast of revenues and expenditures based on a series of assumptions. It identifies the resources necessary to implement the Council Plan over coming years.

Nillumbik Shire in context

Nillumbik is an outer-metropolitan municipality located on the urban fringe of Melbourne. While small by metropolitan standards, Nillumbik is a medium-sized municipality in comparison to all Victorian councils.

Nillumbik comprises 432 square kilometres. It contains a relatively small urban area, where land use is predominantly residential. Ninety percent of the shire is rural land located outside the Urban Growth Boundary, where land is used mainly for farming, conservation or rural residential purposes. Commercial and industrial land activity in the shire is very limited. Major activity centres at Eltham and Diamond Creek provide mainly retail services to local markets. Housing is mainly detached dwellings with relatively high numbers of residents per household. Providing a consistent level of service to communities in the rural parts of Nillumbik involves additional costs to Council.

Council owns infrastructure assets with a valuation of more than \$942 million. Apart from land, these assets comprise more than \$43 million in buildings and around \$458 million in other infrastructure such as roads, bridges, drains and footpaths. Council's assets depreciate at over \$12 million per annum. Funding the annual cost for renewal of these existing assets is an important responsibility for Council, in addition to meeting community demand for new or improved assets.

Introduction

The 2021-2022 Budget has been prepared in conjunction with the Council Plan. There is a 1.50 percent increase applied to rates for 2021-2022.

The only exception to this will be a small number of properties which have been modified over the past year (through subdivision, etc.) resulting in a supplementary valuation.

Council proposes an increase of 13.86 percent to the domestic waste service standard charge for the 2021-2022 financial year. This is being driven by a significant increase in disposal costs in recycling and general waste and the responsibility Council has to rehabilitate former landfill sites at Plenty and Kangaroo Ground.

The Budget forecasts an operating surplus of \$1.830 million on an accrual accounting basis. The decrease when compared to the 2020-2021 forecast is largely attributable to the reduction on one-off capital grant income.

An extensive capital works program of \$22.101 million is proposed for 2021-22 including \$2.809 million in grant-funded works.

Key projects include:

- Kangaroo Ground landfill rehabilitation \$6.310 million
- Redevelopment of the Diamond Valley Sports and Fitness Centre \$3.5 million
- Local Roads and Community Infrastructure Program upgrades \$2.204 million
- Buildings renewal (including public toilets) \$1.75 million
- Road and carpark renewal \$1.642 million
- Eltham North Soccer Pitch replacement \$635,000
- Diamond Valley Library redevelopment \$270,000

This program could be further expanded as a result of successful grant applications during this financial year.

Financial Snapshot

Key Statistics	2020-21 Forecast \$'000	2021-22 Budget \$'000
Total operating income	124,335	97,569
Total operating expenditure	97,238	95,739
Comprehensive operating surplus	27,097	1,830
Capital works program	67,421	22,101
Funding the capital works program		
Council cash	31,083	12,292
Borrowings	3,303	7,000
Grants	31,470	2,809
Reimbursements	-	-
Contributions	1,565	-

Budgeted executives by evelopic objective	Budget	% of
Budgeted expenditure by strategic objective	\$'000	Budget
Engaged connected communities	11,585	13.28
Active and creative people	15,539	17.81
Safe and healthy environments	40,441	46.36
A prosperous economy	1,078	1.24
Responsible leadership	18,591	21.31

Strategic Resource Plan

Budget preparation has been informed by the budget projections, which identifies the resources required to implement the Council Plan.

A copy of Council's projected performance against the Victorian Auditor-General's measures of financial sustainability is included in the budget document.

The budget projections have been prepared on the basis of a 1.50 percent rate increase in 2021-2022 and 2022-23, 1.80 percent in 2023-24, 2.00 percent in 2024-2025 and 2025-2026, 2.25 percent in 2026-2027 and 2027-2028, followed by increases of 2.50 percent in each of the following years.

The budget projections forecast that Council will achieve an operating surplus each year on an accrual accounting basis.

The budget also forecasts a substantial capital works program of \$88 million over the next five years. This is proposed to be funded from a combination of grants, contributions and operating revenue.

The Budget is based on a series of assumptions which include:

No real-terms growth in service capacity.

• No further cost shifting by State and Commonwealth Governments.

The Budget will continue to be reviewed on an annual basis to address any issues arising from changes to the underlying assumptions.

Process

The draft Budget is exhibited for public consultation from 25 March 2021 to 25 April 2021. Members of the community are able to view the draft Budget on Council's website and at Council's offices. Written submissions can be made until 25 April 2021 and will be considered by Council in May, prior to finalisation and adoption of the Budget. Submissions can be made via Council's website or lodged in person at Council offices.

Budget processes

Under the *Local Government Act 2020 (the Act)*, Council is required to prepare and adopt an annual budget for each financial year. The Budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Local Government (Planning and Reporting) Regulations 2020 (the Regulations) which support the Act.

The 2021-22 Budget is for the year 1 July 2020 to 30 June 2021 and is prepared in accordance with the Act and Regulations. The Budget includes financial statements being a:

- · Comprehensive Income Statement;
- Balance Sheet;
- Statement of Changes in Equity;
- Statement of Cash Flows; and;
- Statement of Capital Works.

These statements have been prepared for the year ending 30 June 2022 and are consistent with the annual financial statements which are prepared in accordance with the Australian Accounting Standards and the Local Government Model Accounts. The Budget includes detailed information about the rates and charges to be levied, the capital works program to be undertaken and other financial information which Council requires in order to make an informed decision about the adoption of the Budget.

A proposed budget is prepared in accordance with the Act and submitted to Council in March for approval in principle. Council is then required to give public notice that it intends to adopt the Budget.

Twenty eight days notice is given for the intention to adopt the proposed budget and to make the Budget available for inspection at its offices and on its website. A person has a right to make a submission on any proposal contained in the Budget and any submission must be considered before adoption of the Budget by Council.

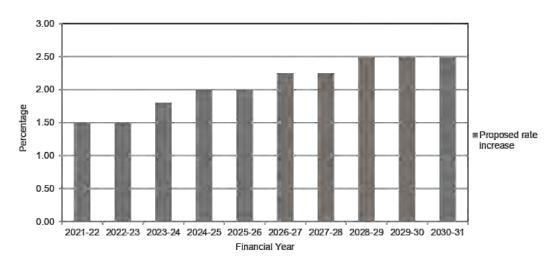
The final step is for Council to adopt the Budget after receiving and considering any submissions from interested parties. The Budget is required to be adopted by 30 June and a copy submitted to the Minister within 28 days after adoption. The key dates for the Budget process are summarised below:

Budget process	Timing
1. Officers update Council's long term financial projections	December 2020 - February 2021
Officers prepare draft operating and capital budgets	December 2020 - February 2021
Council considers draft budgets at briefings of Councillors	February 2021 - March 2021
Proposed budget submitted to Council for approval	23 March 2021
Public notice advising intention to adopt Budget	25 March 2021
Community engagement process undertaken	25 March 2021 - 25 April 2021
Submissions period closes (28 days)	25 April 2021
8. Submissions considered by Planning and Consultation Committee	11 May 2021
Budget submissions presented to Council	25 May 2021
10. Budget presented to Council for adoption	25 May 2021
11. Copy of adopted Budget submitted to the Minister	9 July 2021

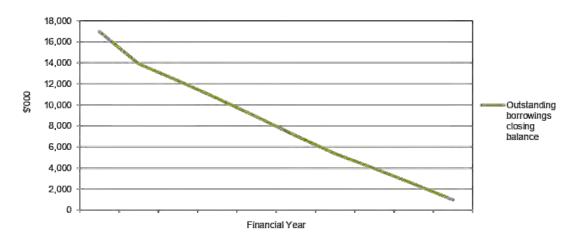
Budget Trends and Summary

Council has prepared the Budget for the 2021-22 financial year which seeks to balance the demand for services and infrastructure. Key budget trends and outcomes information is provided below.

Rate trends



The graph above outlines Council's budgeted rate increase for 2021-22 which is in compliance with the rate cap. It has been assumed that the rate cap will be 1.50 percent in 2022-23, 1.80 percent in 2023-24, 2.00 percent in 2024-2025 and 2025-2026, 2.25 percent in 2026-2027 and 2027-2028, followed by increases of 2.50 percent in each of the following years.

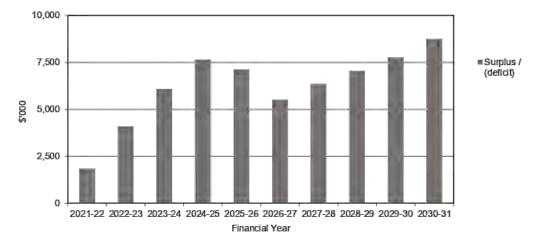


Borrowing trends and outcomes

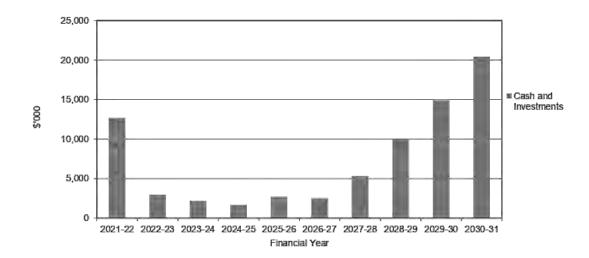
Council is anticipating to take out \$7 million in new borrowings in 2021-2022 mainly for the rehabilitation of the closed landfill sites (\$5 million) which is in response to and in compliance with the requirements set out by the Environment Protection Authority. \$2 million will be set aside to enable Council to respond to potential Government grant funding opportunities. The graph above outlines Council's existing loan borrowings with the declining trend reflective of current repayment schedules. Borrowings remain within the Auditor-General's low risk range.

Nillumbik Shire Council Budget 2021-2022

Operating result



The expected operating result for the 2021-22 year is a surplus of \$1.830 million. The above graph projects surpluses to be achieved over the projected 10 years providing capacity for capital investment and debt reduction. The fluctuations are driven by the anticipated receipt of one-off capital grant funding.

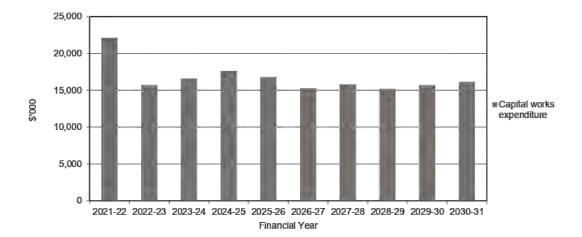


Cash and investments

Cash and investments shown in the above graph are illustrating a positive cash position for Council as at 30 June each year through which Council is able to meet operating obligations. The balances of cash held are represented by amounts held for specific purposes including developer contributions and statutory obligations such as landfill rehabilitation.

Nillumbik Shire Council Budget 2021-2022

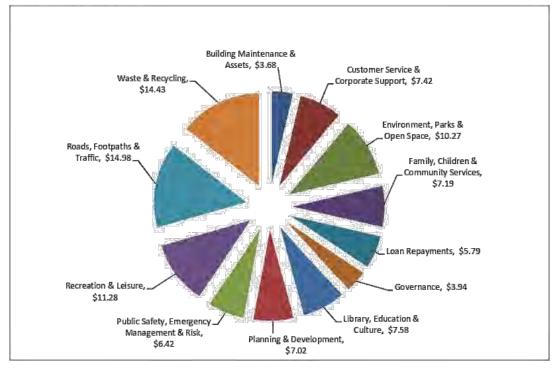




The capital works program for 2021-22 will be \$22.101 million, of which \$12.292 million will be funded by Council cash, \$2.809 million from grants and \$7 million by borrowings. The capital expenditure program has been set and prioritised based on Council's assessment of the need for key projects. The 2021-22 program includes a number of projects as detailed in Section 4.5 of this document.

Council expenditure allocation

The chart below provides an indication of how Council allocates its expenditure across the main services to be delivered. It shows how much is allocated to each service area for every \$100.00 of rates that Council collects.



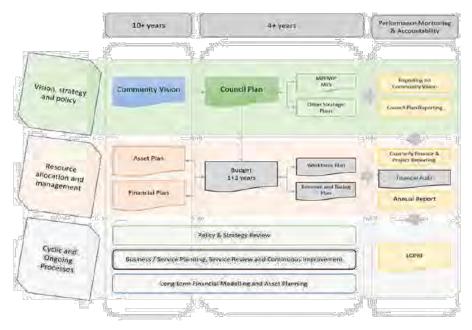
Nillumbik Shire Council Budget 2021-2022

1. Link to the Integrated Planning and Reporting Framework

This section describes how the Budget links to the achievement of the Community Vision and Council Plan within an overall integrated planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision and Financial Plan), medium term (Council Plan, Workforce Plan, and Revenue and Rating Plan) and short term (Budget) and then holding itself accountable (Annual Report).

1.1 Legislative planning and accountability framework

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts the integrated planning and reporting framework that applies to local government in Victoria. At each stage of the integrated planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.



Source: Department of Jobs, Precincts and Regions

The timing of each component of the integrated planning and reporting framework is critical to the successful achievement of the planned outcomes.

1.1.2 Key planning considerations

Service level planning

Councils have a legal obligation to provide some services, such as animal management, local roads, food safety and statutory planning. Some council services are not mandated, such as libraries, building permits and sporting facilities. Over time, the needs and expectations of communities can change. The Budget considers the services and initiatives which contribute to achieving the strategic objectives specified in the Council Plan.

The Council Plan includes strategic objectives, strategies, indicators and a budget which can be defined as follows:

- · Strategic objectives the outcomes Council wants to achieve within its four-year term
- Strategies how Council will achieve each objective
- Indicators how progress towards the objectives will be evaluated
- Budget a four year budget outlining how the strategies will be financed and resourced

Each year, Council will produce an Annual Action Plan identifying how Council will work towards achieving the objectives in the Council Plan. Council prioritise major projects, capital works, service improvements as well as actions in response to Council strategies to be set out in the Annual Action Plan.

Progress against the Annual Action Plan will be detailed in Council's Annual Report, with major projects and service highlights reported to Council in a quarterly progress report.

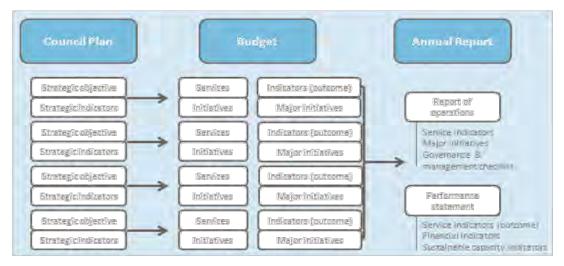
1.2 Strategic objectives

The Council delivers activities and initiatives under 30 major service categories as listed in the following pages. Each contributes to the achievement of one of the five strategic objectives as set out in the Council Plan for 2017-21. The following table lists the five strategic objectives as described in the Council Plan.

St	rategic Objective	Description
1.	Engaged, connected communities	A place where communities and ideas thrive, underpinned by trust, confidence and continuous learning.
2.	Active and creative people	Active lifestyles and artistic expression are fostered through participation and innovation.
3.	Safe and healthy environments	Healthy and safe communities enjoy living in our iconic environment.
4.	A prosperous economy	A strong local economy supports business growth, jobs and community wealth.
5.	Responsible	Collaborative and consultative leadership builds trust and makes the
	leadership	best use of available resources to the benefit of all in the pursuit of
		excellence.

2. Services, initiatives and service performance indicators

This section provides a description of the services and major initiatives to be funded in the Budget (excluding capital works) for the 2021-22 year and how these will contribute to achieving the strategic objectives specified in the Council Plan as set out in Section 1. It also describes a number of service performance indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these components of the Budget and the Council Plan, along with the link to reporting in the Annual Report, is shown below.



Source: Department of Jobs, Precincts and Regions

2.1 Strategic Objective 1: Engaged connected communities

A place where communities and ideas thrive, underpinned by trust, confidence and continuous learning. **Services**

Service Area	Description of services provided	Expenditure <u>Revenue</u> Net Cost \$'000
Aged and	Disability services	819
Disability Services	Aged services assessment	<u>218</u>
	Home care	601
	Home maintenance	
	Senior citizens centres	
	Delivered meals	
Children, Family and	Pre-school centres and registration	1,101
Youth Services	Child-care centres	<u>370</u>
	Occasional child-care	731
	Playgroups	
	Youth services	

Service Àrea	Description of services provided	Expenditure <u>Revenue</u> Net Cost \$'000
Community	Community centres and halls	2,328
Development and	Volunteer programs	<u>162</u>
Inclusion	Community transport	2,166
	Community development	
	Community grants	
	Community health planning	
	Community festivals and events	
	Inclusion of people with a disability	
Libraries and	Libraries	5,943
Community Education	Living and learning centres	1,608
	Edendale community environment farm	4,335
Maternal and	Maternal and child health	1,394
Child Health		<u>381</u>
		1,013

Major Initiatives

- 1) Implementation of Disability Action Plan
- 2) Implementation of Municipal Health & Wellbeing Plan
- 3) Implementation of Early Years Infrastructure Plan
- 4) Implementation of Positive Ageing Strategy
- 5) Development of Youth Strategy

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation	2019-20 Actual
Maternal and Child Health (MCH)	Participation	Participation in the MCH service (Percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100	81.95%
		Participation in the MCH service by Aboriginal children (Percentage of Aboriginal children enrolled who participate in the MCH service)	[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children who are enrolled in the MCH service] x 100	76.32%
Libraries	Participation	Active library members (Percentage of the municipal population that are active library members)	[Number of active library members / municipal population] x100	28.19%

2.2 Strategic Objective 2: Active and creative people

Active lifestyles and artistic expression are fostered through participation and innovation.

Services

Service Area	Description of services provided	Expenditure <u>Revenue</u> Net Cost \$'000
Arts and Cultural Services	Art in public places and civic collection; Arts and cultural programs	1,004 <u>10</u> 994
Leisure Facilities and Services	Leisure and recreation facilities and services including: Swimming pools Indoor sports stadiums Outdoor sporting facilities Sporting clubs tenancy and support Recreation trails Golf course Playgrounds Recreation and open space planning	14,535 <u>13,220</u> 1,315

Major Initiatives

- 1) Indigenous Liaison Officer, program costs, cultural consultation, associated events and development of Reconciliation Action Plan
- 2) Implementation of Arts & Culture Plan
- 3) Regional / Municipal Gallery masterplan

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation	2019-20 Actual
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population	8.9

2.3 Strategic Objective 3: Safe and healthy environments

Healthy and safe communities enjoy living in our iconic environment.

Services

Service Área	Description of services provided	Expenditure <u>Revenue</u> Net Cost \$'000
Animal Management	Animal regulation and pound	808 <u>1,006</u> (198)
Building Regulation	Building permits, safety and regulation	1,043 <u>583</u> 460

Emergency Management	Bushfire mitigation planning regulation and works	1,186
wanagement	Emergency management planning Relief and recovery preparedness	1,186
	Disaster resilience programs	1,100
Environment and	Environmental planning and policy	878
Conservation	Water quality and conservation	<u>5</u>
	Biodiversity protection	873
	Land management advice	
	Landcare support	
	Weed and pest control	
	Environmental education and events	
	Sustainable design advice and energy efficiency programs	
Food Safety,	Food safety and health premises regulation	872
Public Health and	Public health protection and education	<u>273</u>
Immunisation	Immunisation services	599
	Noise regulation	
Infrastructure Design,	Design for capital works projects including:	3,670
Construction and	roads	1,430
Transport	bridges	2,240
	drainage	2
	landscapes	
	traffic treatments	
	Co-ordination of capital works procurement and construction	
	Engineering assessment of planning applications and approval	
	of subdivision works	
	Traffic control and road safety	
	Advocacy on public transport and main roads	
	Street lighting	
Parking and Local	Car parking regulation	840
Laws	Amenity protection	564
	Local Law permits	276
Parks and Reserves	Maintenance of:	6,215
Maintenance	parks	35
	sportsgrounds	6,180
	conservation reserves	
	street trees	
	public spaces	
	Roadside vegetation management	
Planning Enforcement	Enforcement of planning scheme and permit conditions	380
U		<u>12</u>
		368
Property, Fleet and	Infrastructure asset management and planning	2,901
Asset Management	Building maintenance and fencing	1,011
•	Property management	1,890
	Fleet management	-

		10.000
Recycling and Waste	Collection of household waste	10,892
Services	Hard waste collection	<u>651</u>
	Recycling	10,241
	Green waste	
	Transfer station	
	Waste education	
	Landfill rehabilitation	
Road and Drainage	Maintenance of:	5,307
Maintenance	local roads	<u>1</u>
	road bridges	5,306
	pedestrian bridges	
	footpaths	
	trails	
	drains	
	bus shelters	
School Crossings	School crossings	783
concer cressings	oonoon orosaniga	<u>272</u>
		511
		511
Statutory Planning	Planning applications	2,949
, ,	Subdivision applications	775
		2,174
Stratagia Diaggia -	Land use planning and policy	4 747
Strategic Planning	Land use planning and policy	1,717
	Planning scheme management	<u>103</u>
	Activity centre planning	1,614
	Heritage protection	

Major Initiatives

- 1) Amenity and Asset Protection Local Law(s)
- 2) Heritage Review Stage B and Planning Scheme Amendment to apply the Heritage Overlay
- 3) Planning Scheme Amendments
- 4) Municipal planning statement review
- 5) Neighbourhood Character Study
- 6) Green Wedge Management Plan Implementation 'Conversations'

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation	2019-20 Actual
Animal management	Health and safety	Animal management prosecutions (Percentage of successful animal management prosecutions)	Number of successful animal management prosecutions / Total number of animal management prosecutions] x 100	1.00

Food safety	Health and safety	Critical and major non- compliance outcome notifications (Percentage of critical and major non-compliance outcome notifications that are followed up by Council)	[Number of critical non- compliance outcome notifications and major non- compliance outcome notifications about a food premises followed up / Number of critical non- compliance outcome notifications and major non- compliance outcome notifications about food premises] x100	98.68%
Waste collection	Waste diversion	Kerbside collection waste diverted from landfill (Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	59.60%
Statutory planning	Decision making	Council planning decisions upheld at VCAT (Percentage of planning application decisions subject to review by VCAT that were not set aside)		65.00%
Roads	Satisfaction	Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads.	69.90

2.4 Strategic Objective 4: A prosperous economy

A strong local economy that supports business growth, jobs and community wealth.

Services

Service Area	Description of services provided	Expenditure <u>Revenue</u> Net Cost \$'000
Tourism and Business Support	Tourism funding and support Local community and farmers' markets Local business networks, training and seminars	1,078 <u>297</u> 781

Major Initiatives

1) Local business and industry Program

2.5 Strategic Objective 5: Responsible leadership

Collaborative and consultative leadership that builds trust and makes the best use of available resources to the benefit of all in the pursuit of excellence.

Services

		Expenditure
Service Area	Description of services provided	Revenue
		Net Cost
1.0		\$'000
Communications	Website	1,154
	Electronic and print communication	-
	Community consultation and engagement	1,154
	Media liaison	
Customer Service	Reception	824
	Call centre	-
		824
Finance	Finance and procurement	6,493
	Rates and property valuations	<u>4,978</u>
	Audit	1,515
Governance	Council and Committee meetings	2,968
	Civic functions and citizenship ceremonies	<u>80</u>
	Australia Day awards	2,888
	Councillor elections (VEC regulations)	
	Statutory governance requirements	
	Mayor and Councillor resources and support services	
	Local government sector and regional advocacy Records management	
Information and	Information technology	3,617
Technology	On-line services	-
	Telecommunications	3,617
Human Resources	Recruitment and selection	1,533
	Staff learning and development	<u>198</u>
	Employee and industrial relations	1,335
	Health and well-being	
Transformation and	Organisational performance and improvement; 'Occupational	2,003
Performance	Health and Safety; Risk management and insurance	<u>5</u>
		1,998

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation	2019-20 Actual
Governance	Satisfaction	Satisfaction with Council decisions (Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community)	Community satisfaction rating out of 100 with the performance of Council in making decisions in the interests of the community	66.70

2.6 Performance statement

The service performance indicators detailed in the preceding pages will be reported on within the Performance Statement which is prepared at the end of the year as required by the *Local Government Act 2020* and included in the 2021-22 Annual Report. The prescribed performance indicators contained in the Performance Statement are audited each year by the Victorian Auditor General Office (VAGO) who issues an audit opinion on the Performance Statement. The initiatives detailed in the preceding pages will be reported in the Annual Report in the form of a statement of progress in the Report of Operations.

2.7 Reconciliation with budgeted operating result

	Mark Barrow	Prove and a little state	Barris
	Net Cost	Expenditure	Revenue
	\$'000	\$'000	\$'000
Engaged connected communities	8,847	11,585	2,738
Active and creative people	2,310	15,539	13,229
Safe and healthy environments	33,721	40,441	6,720
A prosperous economy	781	1,078	297
Responsible leadership	13,330	18,591	5,261
Total services and initiatives	58,989	87,234	28,245
Add			
<u>Add</u>			
Depreciation	12,498		
Amortisation - right of use assets	420		
Written down value of assets sold	750		
Subtract			
Debt redemption	3,426		
Transfer to and from reserves	(1,335)		
Deficit before funding sources	70,566		
Funding sources added back:			
Net rates and charges	69,337		
Capital funding sources	3,059		
Operating (surplus)/deficit for the year	(1,830)		

3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2021/22 has been supplemented with projections to 2030/31.

This section includes the following financial statements prepared in accordance with the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.

The appendix includes the following budgeted information:

Comprehensive Income Statement Balance Sheet Statement of Changes in Equity Statement of Cash Flows Statement of Capital Works Statement of Human Resources

Comprehensive Income Statement

For the five years ending 30 June 2026

	Notes	Forecast Budget	Budget	Projections			
		2020-21 \$'000	2021-22	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000
Income		\$ 000	\$'000	2000	2000	\$ 000	2000
Rates and charges	4.1.1	67,422	69.953	72.382	74,374	76,434	78,563
Statutory fees and fines	4.1.2	1,310	1,916	1,945	1,980	2,020	2.060
User fees	4.1.3	14,154	16,504	16,784	17.067	17,501	17,927
Grants - operating	4.1.4	6,357	5,131	5,104	5,196	5,299	5,405
Grants - capital	4.1.4	31,470	2,809	3,905	4,505	3,705	3,705
Contributions - monetary	4.1.5	2,442	119	120	123	1,480	128
Contributions - non-monetary	4.1.5	-		_	_	-	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment		-	-	-	-	-	-
Fair value adjustments for investment property		-	-	-	-	-	-
Share of net profits/(losses) of associated and joint ventures		-	-	-	-	-	-
Other income	4.1.6	1,180	1,137	1,154	1,174	1,196	1,218
Total income		124,335	97,569	101,394	104,419	107,635	109,006
F							
Expenses	447	20.050	77.025	27 700	20.400	20.000	40.470
Employee costs	4.1.7 4.1.8	36,650	37,035	37,708	38,460	39,228	40,179
Materials and services	4.1.0	39,536	39,294	40,313	40,477	41,272	42,084
Depreciation and amortisation Bad and doubtful debts		12,391	12,498	12,572	12,647	12,743	12,827
Amortisation - right of use assets	4.1.10	513	420	110	110	55	55
Borrowing costs		608	583	621	550	477	400
Finance costs - leases		23	12	9	6	4	3
Other expenses	4.1.11	7,517	5,897	5,985	6,093	6,215	6,339
Total expenses		97,238	95,739	97,318	98,343	99,994	101,887
Surplus / (deficit) for the year		27,097	1,830	4,076	6,076	7,641	7,119
Other comprehensive income							
Items that will not be reclassified to surplus or deficit in future periods Net asset revaluation increment /(decrement) Share of other comprehensive income			-	-	-	-	-
of associates and joint ventures		-	-	-	-	-	-
Items that may be reclassified to surplus or deficit in future periods		-	-	-	-	-	-
Total comprehensive result		27,097	1,830	4,076	6,076	7,641	7,119

Nillumbik Shire Council Budget 2021-2022

Comprehensive Income Statement Forward Estimates

For the five years ending 30 June 2031

	Forward Estimates				
	2026-27 \$'000	2027-28 \$'000	2028-29 \$'000	2029-30 \$'000	2030-31 \$'000
Income					
Rates and charges	80,772	83,055	85,424	87,872	90,380
Statutory fees and fines	2,106	2,154	2,208	2,263	2,319
User fees	18,242	18,645	19,101	19,578	20,067
Grants - operating	5,527	5,651	5,793	5,938	6,086
Grants - capital	1,455	1,455	1,455	1,455	1,455
Contributions - monetary	131	134	137	141	144
Contributions - non-monetary	-	-	-	-	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	-	-	-	-	-
Fair value adjustments for investment					
property	-	-	-	-	-
Share of net profits/(losses) of					
associated and joint ventures	-	-	-	-	-
Other income	1.244	1,269	1,298	1,328	1,358
Total income	109,477	112,363	115,416	118,575	121,809
Expenses					
Employee costs	41,154	42,151	43,171	44,216	45,098
Materials and services	43,015	43,967	45,049	46,158	47,294
Bad and doubtful debts			· -		· -
Depreciation and amortisation	12,957	13,040	13,202	13,366	13,481
Amortisation - right of use assets	37	-	-	-	-
Borrowing costs	318	237	170	119	66
Finance costs - leases	1	-	-	-	-
Other expenses	6,482	6,628	6,793	6,963	7,137
Total expenses	103,964	106,023	108,385	110,822	113,076
Surplus (deficit) for the year	5,513	6,340	7,031	7,753	8,733
Other comprehensive income					
Items that will not be reclassified to					
surplus or deficit in future periods					
Net asset revaluation increment	-	_	-	-	_
/(decrement)					
Share of other comprehensive income					
of associates and joint ventures	-	-	-	-	-
Items that may be reclassified to					
surplus or deficit in future periods	-	-	-	-	-
Total comprehensive result	5,513	6,340	7.031	7,753	8,733
	5,515	0,040	1,001	1,155	0,100

Nillumbik Shire Council Budget 2021-2022

Balance Sheet

For the five years ending 30 June 2026

	Notes	Forecast Budget	Budget	Projections			
-		2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Current assets							
Cash and cash equivalents		28,291	12,635	2,925	2,135	1,634	2,687
Trade and other receivables		7,460	5,854	6,084	6,265	6,458	6,540
Other financial assets		250	250	250	250	250	250
Non-current assets classified as held for			1				
sale		-		-	-	-	-
Other assets	_	18	18	19	19	19	19
Total current assets	4.2.1	36,019	18,757	9,278	8,669	8,361	9,496
Non-current assets							
Trade and other receivables		568	455	364	291	233	187
Other financial assets		5	5	5	5	5	5
Investments in associates and joint		4 474	1.47.	4 474	4 474	4 474	4 474
arrangement and subsidiaries		1,471	1,471	1,471	1,471	1,471	1,471
Property, infrastructure, plant & equipment		990,939	999,463	1,002,330	1,005,995	1,010,614	1,014,289
• •	4.2.4	787	366	257	147	92	37
Investment property		-	-	-	-	-	-
Intangible assets		-		-	-	-	-
	4.2.1	993,770	1,001,760	1,004,427	1,007,909	1,012,415	1,015,989
Total assets	-	1,029,789	1,020,517	1,013,705	1,016,578	1,020,776	1,025,485
Current liabilities							
Trade and other payables		5,273	5,135	5,252	5,303	5,407	5,522
Trust funds and deposits		1,925	1,925	1,925	1,925	1,925	1,925
Provisions		10,732	13,578	9,532	9,603	8,850	9,946
Uneamed grants and contract liabilities		7,868	702	976	1,126	926	926
Interest-bearing liabilities	4.2.3	4,906	3,063	1,601	1,673	1,751	1,808
	4.2.4	428	112	112	55	55	36
Total current liabilities	4.2.2	31,132	24,515	19,398	19,685	18,914	20,163
Non-current liabilities							
Provisions		18,799	12,499	10,386	8,340	7,192	5,094
Interest-bearing liabilities	4.2.3	8,485	13,903	12,302	10,629	8,878	7,070
Lease liabilities	4.2.4	370	258	145	. 91	36	-
Total non-current liabilities	4.2.2	27,654	26,660	22,833	19,060	16,106	12,164
Total liabilities	-	58,786	51,174	42,231	38,745	35,020	32,327
Net assets		971,003	969,343	971,474	977,833	985,756	993,158
Equity	-						
Accumulated surplus		412,768	414,600	418,676	424,753	432,394	439,513
Reserves		558,235	554,743	552,798	553,080	553,363	553,645
Total equity	-	971,003	969,343	971,474	977,833	985,757	993,158
	-						

Balance Sheet Forward Estimates

For the five years ending 30 June 2031

	Forward Estimates				
	2026-27 \$'000	2027-28 \$'000	2028-29 \$'000	2029-30 \$'000	2030-31 \$'000
Current assets	4000	0000	000	0000	0000
Cash and cash equivalents	2,480	5,290	9,927	14,900	20,401
Trade and other receivables	6,569	6,742	6,925	7,115	7,308
Other financial assets	250	250	250	250	250
Non-current assets classified as held for sale	-	-	-	-	-
Other assets	19	19	20	20	20
Total current assets	9,318	12,301	17,122	22,284	27,979
Non-current assets					
Trade and other receivables	149	119	96	76	61
Other financial assets	5	5	5	5	5
Investments in associates and joint	1,471	1,471	1,471	1,471	1,471
arrangement and subsidiaries	1,471	1,471	1,471	1,471	1,471
Property, infrastructure, plant &					
equipment	1,016,107	1,018,367	1,019,781	1,021,524	1,023,660
Right-of-use assets	-	-	-	-	-
Investment property	-	-	-	-	-
Intangible assets Total non-current assets	1,017,732	1,019,962	1,021,353	1,023,076	1,025,197
Total assets	1,027,050	1,0132,263	1,038,475	1,045,360	1,053,176
	1,027,000	1,002,200	1,000,110	1,010,000	1,000,110
Current liabilities					
Trade and other payables	5,647	5,775	5,917	6,062	6,203
Trust funds and deposits	1,925	1,925	1,925	1,925	1,925
Provisions	7,985	8,136	8,291	8,448	8,609
Unearned grants and contract liabilities	364	364	364	364	364
Interest-bearing liabilities	1,701	1,412	1,464	1,517	977
Lease liabilities Total current liabilities	17.622	17,612	17.961	18.316	18.078
	17,022	17,012	17,301	10,510	10,070
Non-current liabilities					
Provisions	5,106	5,118	5,131	5,143	5,157
Interest-bearing loans and borrowings	5,369	3,957	2,494	977	-
Lease liabilities	-			-	
Total non-current liabilities	10,475	9,075	7,625	6,120	5,157
Total liabilities Net assets	28,097	26,687	25,586	24,436	23,235
Net assets	998,953	1,005,576	1,012,889	1,020,924	1,029,941
Equity					
Accumulated surplus	445,025	451,367	458,396	466,151	474,882
Reserves	553,928	554,209	554,493	554,773	555,059
Total equity	998,953	1.005,576	1,012,889	1.020.924	1.029.941
				1	

Statement of Changes in Equity For the five years ending 30 June 2026

Balances at the end of the financial year may be subject to rounding differences.	Notes	Total \$'000	Accum Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2021 Forecast Actual					
Balance at beginning of the financial year		943,908	385,673	523,226	35,009
Impact of adoption of new accounting standards	5	-	-	-	-
Surplus / (deficit) for the year		27,097	27,097	47 544	-
Net asset revaluation increment / (decrement)		17,511	-	17,511	7 5 40
Transfer to other reserves Transfer from other reserves		7,549 (25.060)	-	-	7,549 (25,060)
Balance at end of the financial year	-	971,005	412,770	540,737	17,498
-		371,005	412,110	540,151	17,430
2022		071 005	110 770	C 40 707	17.100
Balance at beginning of the financial year		971,005	412,770	540,737	17,498
Surplus / (deficit) for the year Net asset revaluation increment / (decrement)		1,830	1,830		ō.
Transfer to other reserves	4.3.1	2,261	-		2,261
Transfer from other reserves	4.3.1	(5,753)			(5,753)
Balance at end of the financial year	4.3.2	969,343	414.600	540.737	14,006
2023				a cop of	
Balance at beginning of the financial year		969,343	414,600	540,737	14,006
Surplus / (deficit) for the year		4,076	4,076		
Net asset revaluation increment / (decrement)				-	_
Transfer to other reserves		2,267	-	-	2,267
Transfer from other reserves		(4,212)	-	-	(4,212)
Balance at end of the financial year		971,474	418,676	540,737	12,061
2024	_				
Balance at beginning of the financial year		971,474	418,676	540,737	12,061
Surplus / (deficit) for the year		6,076	6,076	-	-
Net asset revaluation increment / (decrement)		-	-	-	-
Transfer to other reserves		2,249	-	-	2,249
Transfer from other reserves	_	(1,967)	-	-	(1,967)
Balance at end of the financial year	=	977,832	424,752	540,737	12,343
2025			101 750	540 707	10.010
Balance at beginning of the financial year		977,832	424,752	540,737	12,343
Surplus / (deficit) for the year Net asset revaluation increment / (decrement)		7,641	7,641	-	-
Transfer to other reserves		2,249	-	-	2,249
Transfer from other reserves		(1,966)	_	-	(1,966)
Balance at end of the financial year	-	985,756	432 393	540,737	12,626
•	=			2.0,.21	.2,020
2026 Balance at beginning of the financial year		985,756	432,393	540,737	12,626
Surplus / (deficit) for the year		7,119	7,119		
Net asset revaluation increment / (decrement)				-	-
Transfer to other reserves		2,249	-	-	2,249
Transfer from other reserves	-	(1,967)	-	-	(1,967)
Balance at end of the financial year	-	993,157	439,512	540,737	12,908

Statement of Changes in Equity Forward Estimates For the five years ending 30 June 2031 * Belances at the and of the financial year may be subject to rounding differences.

raunding differences.	Total \$'000	Surplus \$'000	Reserve \$'000	Reserves \$'000
2027		4000	4 000	4000
Balance at beginning of the financial year	993,157	439,512	540,737	12,908
Surplus / (deficit) for the year	5,513	5,513	-	-
Net asset revaluation increment / (decrement)	-	-	-	-
Transfer to other reserves	2,249	-	-	2,249
Transfer from other reserves	(1,966)			(1,966)
Balance at end of the financial year	998,953	445,025	540,737	13,191
2028				
Balance at beginning of the financial year	998,953	445,025	540,737	13,191
Surplus / (deficit) for the year	6,340	6,340	-	-
Net asset revaluation increment / (decrement)	-	-	-	-
Transfer to other reserves	2,289	-	-	2,289
Transfer from other reserves	(2,007)	-	-	(2,007)
Balance at end of the financial year	1,005,575	451,365	540,737	13,473
2029				
Balance at beginning of the financial year	1,005,575	451,365	540,737	13,473
Surplus / (deficit) for the year	7,031	7.031	• -	•
Net asset revaluation increment / (decrement)		· -	-	-
Transfer to other reserves	1,089	-	-	1.089
Transfer from other reserves	(806)	-	-	(806)
Balance at end of the financial year	1,012,889	458,396	540,737	13,756
2030				
Balance at beginning of the financial year	1,012,889	458,396	540,737	13,/56
Surplus / (deficit) for the year	7,753	7,753	-	-
Net asset revaluation increment / (decrement)	-	-	-	-
Transfer to other reserves	1,089	-	-	1,089
Transfer from other reserves	(808)	-	-	(808)
Balance at end of the financial year	1,020,923	466,149	540,737	14,037
2031				
Balance at beginning of the financial year	1,020,923	466,149	540,737	14,037
Surplus / (deficit) for the year	8,733	8,733	-	-
Net asset revaluation increment / (decrement)	-	-	-	-
Transfer to other reserves	1,089	-	-	1,089
Transfer from other reserves	(804)	474,882	540.737	(804)
Balance at end of the financial year	1,029,941	474,002	340,737	14,322

Other

Revaluation

Accum

Statement Cash Flows

For the five years ending 30 June 2026 * Balances at the end of the financial year may be subject to rounding differences.

rounding differences.				Projections					
	Motor	Forecast Budget	Budget						
	Notes	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26		
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000		
		Inflows /	Inflows /	Inflows /	Inflows /	Inflows /	Inflows /		
		(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)		
Cash flows from operating activities		70.000	74.054	70.000	74.004	70.000	70 5 44		
Rates and charges		72,286 1,508	71,351 1,996	72,289 1,934	74,301 1,971	76,338 2,010	78,544 2,056		
Statutory fees and fines User fees		14,352	16,584	16,773	17,058	17,491	17,923		
Grants - operating		6,555	5,211	5,093	5,187	5,289	5,401		
Grants - capital		27,079	(4,276)	4,168	4,646	3,495	3,701		
Contributions - monetary		2,442	119	120	123	1,480	128		
Interest received		265	271	275	279	283	288		
Dividends received		-	-	-	-	-	-		
Trust funds and deposits taken		-	+	-	-	-	-		
Other receipts		915	867	878	896	912	930		
Net GST refund / payment		-	-	(07 550)	-	-	(10.001)		
Employee costs		(37,770)	(36,888)	(37,559)	(38,308)	(39,073)	(40,021)		
Materials and services Trust funds and deposits repaid		(47,440)	(45,242)	(48,178)	(42,545)	(43,218)	(43,124)		
Other payments		(7,517)	(5,897)	(5,985)	(6,093)	(6,213)	(6,339)		
Net cash provided by / (used in)									
operating activities	4.4.1	32,675	4,096	9,808	17,515	18,794	19,487		
			1						
Cash flows from investing activities									
Payments for property, infrastructure,		(63,905)	(23,054)	(15,713)	(16,035)	(17,086)	(16,226)		
plant and equipment Proceeds from sale of property,									
infrastructure, plant and equipment		5,716	750	-	-	-	-		
Payments for investments		-		_	-	-	_		
Proceeds from sale of investments		-	4	-	-	-	-		
Loan and advances made		-	-	-	-	-	-		
Payments of loans and advances		-	-	-	-	-	-		
Net cash provided by / (used in) investing activities	4.4.2	(58,189)	(22,304)	(15,713)	(16,035)	(17,086)	(16,226)		
			1						
Cash flows from financing activities									
Finance costs		(608)	(583)	(621)	(550)	(477)	(400)		
Proceeds from borrowings		3,303	7,000	-	-		-		
Repayment of borrowings		(691) (23)	(3,426) (12)	(3,063)	(1,601)	(1,673) (4)	(1,750)		
Interest paid - lease liability Repayment of lease liabilities		(521)	(428)	(9) (112)	(6) (112)	(55)	(3) (55)		
Net cash provided by / (used in)									
financing activities	4.4.3	1,460	2,551	(3,805)	(2,269)	(2,209)	(2,208)		
Net increase / (decrease) in cash &		(24,054)	(15,657)	(9,710)	(790)	(501)	1,053		
cash equivalents		(2-4,004)	(10,007)	(3,110)	(190)	(001)	1,000		
Cash and cash equivalents at the									
beginning of the financial year		52,345	28,291	12,635	2,925	2,135	1,634		
Cash and cash equivalents at the end	i '	28.204	10 606	2 025	2 12F	162/	2 607		
of the financial year		28,291	12,635	2,925	2,135	1,634	2,687		

Nillumbik Shire Council Budget 2021-2022

12,632

Statement of Cash Flows Forward Estimates

For the five years ending 30 June 2031 "Belances at the end of the financial year may be subject to rounding differences.

rounding differences.	Forward Estimates							
	2026-27 \$'000 Inflows / (Outflows)	2027-28 \$'000 Inflows / (Outflows)	2028-29 \$'000 Inflows / (Outflows)	2029-30 \$*000 Inflows / (Outflows)	2030-31 \$'000 Inflows / (Outflows)			
Cash flows from operating activities								
Rates and charges	80,786	82,946	85,301	87,739	90,240			
Statutory fees and fines	2,105	2,145	2,199	2,254	2,309			
User fees	18,241	18,636	19,092	19,569	20,057			
Grants - operating	5,526	5,642	5,784	5,929	6,076			
Grants - capital Contributions - monetary	891 131	1,446	1,446 137	1,446 141	1,445 144			
Interest received	292	134 296	301	305	310			
Dividends received	232	290	- 106		510			
Trust funds and deposits taken	_	_	_	_	_			
Other receipts	951	974	997	1,021	1,048			
Net GST refund / payment	-	-	-	· -	· -			
Employee costs	(40,993)	(41,987)	(43,004)	(44,046)	(44,924)			
Materials and services	(44,993)	(43,833)	(44,900)	(46,008)	(47,143)			
Trust funds and deposits repaid	-	-	-	-	-			
Other payments	(6,482)	(6,628)	(6,793)	(6,963)	(7,137)			
Net cash provided by / (used in) operating activities	16,455	19,771	20,560	21,387	22,425			
Payments for property, infrastructure, plant and equipment Proceeds from sale of property, infrastructure, plant and equipment Payments for investments Proceeds from sale of investments Loan and advances made Payments of loans and advances Net cash provided by / (used in)	(14,736) 237 - - - - (14,499)	(15,253) 229 - - - - - (15,024)	(14,646) 306 - - - (14,340)	(15,143) 311 - - - (14,832)	(15,594) 253 - - - - - (15,341)			
investing activities	(11,100)	(15,52.1)	(11,010)	(,552)	(10,011)			
Cash flows from financing activities								
Finance costs	(318)	(237)	(170)	(119)	(66)			
Proceeds from borrowings	(4.000)	(4 704)		-	-			
Repayment of borrowings	(1,808)	(1,701)	(1,412)	(1,463)	(1,517)			
Interest paid - lease liability Repayment of lease liabilities	(1) (36)	-	-	-	-			
Net cash provided by / (used in)								
financing activities	(2,163)	(1,938)	(1,582)	(1,582)	(1,583)			
Net increase / (decrease) in cash & cash equivalents	(207)	2,810	4,637	4,973	5,501			
Cash and cash equivalents at the beginning of the financial year	2,687	2,480	5,290	9,927	14,900			
Cash and cash equivalents at the end of the financial year	2,480	5,290	9,927	14,900	20,401			
or the mancial year			· .		,			

Nillumbik Shire Council Budget 2021-2022

Statement of Capital Works

For the five years ending 30 June 2026

2020-21 2021-22 2022-23 2023-24 2024-25 2025-26 S0000 \$'0000<		Notes	Forecast Budget	Budget	Projections			
Property Land - <				2021-22	2022-23	2023-24	2024-25	2025-26
Land -			\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Land improvements -	Property			1000				
Total land Buildings -	Land		-	-	-	-	-	-
Buildings 4,035 2,320 1,154 1,630 1,130 649 Hentage building improvements -	Land improvements	_	-	-	-	-	-	
Heritage buildings -	Total land		-	-	-	-	-	-
Building improvements -	Buildings	-	4,035	2,320	1,154	1,630	1,130	649
Lessehold improvements -	Heritage buildings		-	+	-	-	-	-
Total buildings $4,035$ $2,320$ $1,154$ $1,630$ $1,130$ 649 Total property Plant and equipment $4,035$ $2,320$ $1,154$ $1,630$ $1,130$ 649 Plant and equipment $1,272$ $1,005$ 500 520 540 550 Plant, machinery and equipment $1,272$ $1,005$ 500 520 540 550 Computers and telecommunications $ -$ Ibrary books $ -$			-	-	-	-	-	-
Total property Plant and equipment 4,035 2,320 1,154 1,630 1,130 649 Plant and equipment Hortage plant and equipment 1,272 1,005 500 520 540 560 Computers and telecommunications -	•	-	-	-	-	-	-	
Plant and equipment Heritage plant and equipment -	-		,					
Heritage plant and equipment 1,272 1,005 500 520 540 560 Fixtures, fittings and furniture 897 100 252 255 300 312 Computers and telecommunications - - - - - - Total plant and equipment 2,169 1,105 752 775 840 872 Infrastructure Roads 9,894 2,662 2,222 3,321 4,352 3,496 Bridges 1,272 150 150 175 175 175 175 Footpaths and cycleways 763 724 865 895 920 957 Drainage 650 575 650 650 700 728 Recreational, leisure and community facilities 3,800 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 446 Aerodromes - - - - - - - - - - - <td< td=""><td></td><td></td><td>4,035</td><td>2,320</td><td>1,154</td><td>1,630</td><td>1,130</td><td>649</td></td<>			4,035	2,320	1,154	1,630	1,130	649
Plant, machinery and equipment 1,272 1,005 500 520 540 560 Fixtures, fittings and furniture 897 100 252 255 300 312 Computers and telecommunications - <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>								
Fixtures, fittings and furniture 897 100 252 255 300 312 Computers and telecommunications -			-	-	-	-	-	-
Computers and telecommunications Library books -<								
Library books 2,169 1,105 752 775 840 872 Infrastructure Roads 9,894 2,652 2,222 3,321 4,352 3,496 Bridges 1,272 150 150 150 175 178 Footpaths and cycleways 763 724 865 895 920 957 Drainage 650 575 650 650 700 728 Recreational, leisure and community facilities 38,620 7,409 3,885 3,231 4,201 3,802 Waste management 3,600 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 446 Acordomes - - - - - - - Other infrastructure 4,435 476 3,574 3,528 3,494 3,513 Total infrastructure 4,511 67,421 22,101 15,668<			897	100	252	255	300	312
Total plant and equipment Infrastructure 2,169 1,105 752 775 840 872 Roads 9,894 2,652 2,222 3,321 4,352 3,496 Bridges 1,272 150 150 150 175 178 Footpaths and cycleways 763 724 865 895 920 957 Drainage 650 575 650 650 700 728 Racreational, leisure and community facilities 38,620 7,409 3,885 3,231 4,201 3,802 Waste management 3,600 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 446 Aerodromes -	•		-	-	-	-	-	-
Infrastructure 9,894 2,652 2,222 3,321 4,352 3,496 Bridges 1,272 150 150 150 175 178 Footpaths and cycleways 763 724 865 895 920 728 Drainage 650 575 650 650 700 728 Recreational, leisure and community facilities 3,600 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 446 Aerodromes -<			-	-	-	-	-	
Roads 9,894 2,652 2,222 3,321 4,352 3,496 Bridges 1,272 150 150 175 178 Footpaths and cycleways 763 724 865 895 920 957 Drainage 650 575 650 650 700 728 Recreational, leisure and community facilities 38,620 7,409 3,885 3,231 4,201 3,802 Waste management 3,600 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 4,201 3,802 Aerodromes - <td></td> <td>-</td> <td>2,169</td> <td>1,105</td> <td>/52</td> <td>//5</td> <td>840</td> <td>8/2</td>		-	2,169	1,105	/52	//5	840	8/2
Bridges 1,272 150 150 150 175 178 Footpaths and cycleways 763 724 865 895 920 957 Drainage 650 575 650 650 700 728 Recreational, leisure and community facilities 38,620 7,409 3,885 3,231 4,201 3,802 Waste management 3,600 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 446 Aerodromes - <			0.004	0.050	0.000	0.004	4.050	0.400
Footpaths and cycleways 763 724 865 895 920 957 Drainage 650 575 650 650 700 728 Recreational, leisure and community facilities 38,620 7,409 3,885 3,231 4,201 3,802 Waste management 3,600 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 446 Aerodromes -<								
Drainage 650 575 650 650 700 728 Recreational, leisure and community facilities 38,620 7,409 3,885 3,231 4,201 3,802 Waste management 3,600 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 446 Aerodromes -	5							
Recreational, leisure and community facilities 38,620 7,409 3,885 3,231 4,201 3,802 Waste management 3,600 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 446 Aerodromes - - - - - - - Other infrastructure 4,435 476 3,574 3,528 3,494 3,513 Total infrastructure 4,435 476 13,762 14,147 15,637 15,230 Total capital works expenditure 4,5.1 61,217 18,676 13,762 14,147 15,637 15,230 Asset renewal expenditure 4,5.1 67,421 22,101 15,668 16,552 17,607 16,751 New asset expansion expenditure 7,346 859 794 2,775 3,156 2,959 Asset renewal expenditure 4,51 67,421 22,101 15,668 16,552 17,607				See A				
facilities 30,020 7,409 3,085 3,231 4,201 3,002 Waste management 3,600 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 446 Aerodromes -	5		050	5/5	030	630	700	120
Waste management 3,600 6,310 2,126 2,057 1,160 2,110 Parks, open space and streetscapes 1,983 380 290 315 635 446 Aerodromes -			38,620	7,409	3,885	3,231	4,201	3,802
Parks, open space and streetscapes 1,983 380 290 315 635 446 Aerodromes -<			3 600	6.310	2 126	2 057	1 160	2 1 1 0
Aerodromes -	-				•			
Other infrastructure 4,435 476 3,574 3,528 3,494 3,513 Total infrastructure 61,217 18,676 13,762 14,147 15,637 15,230 Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Represented by:				100	-	-	-	-
Total infrastructure 61,217 18,676 13,762 14,147 15,637 15,230 Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Represented by: New asset expenditure 13,654 190 480 480 1,330 80 Asset renewal expenditure 7,063 12,996 9,870 9,450 8,726 8,963 Asset expansion expenditure 7,346 859 794 2,775 3,156 2,959 Asset upgrade expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Funding sources represented by: 39,358 8,056 4,524 3,847 4,395 4,749 Grants 31,470 2,809 3,905 4,505 3,705 3,705 3,705 Council cash 31,083 12,292 11,763 12,047 12,547 13,046 Borrowings 3,303 7,000 - - - - - -	Off street car parks		-	-	-	-	-	-
Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Represented by: New asset expenditure 13,654 190 480 480 1,330 80 Asset renewal expenditure 13,654 190 480 480 1,330 80 Asset renewal expenditure 7,063 12,996 9,870 9,450 8,726 8,963 Asset expansion expenditure 7,346 859 794 2,775 3,156 2,959 Asset upgrade expenditure 39,358 8,056 4,524 3,847 4,395 4,749 Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Funding sources represented by: 31,470 2,809 3,905 4,505 3,705 3,705 Grants 31,083 12,292 11,763 12,047 12,547 13,046 Borrowings 3,303 7,000 - - - - -	·		4,435	476	3,574	3,528	3,494	3,513
Represented by: 13,654 190 480 480 1,330 80 Asset renewal expenditure 13,654 190 480 480 1,330 80 Asset renewal expenditure 7,063 12,996 9,870 9,450 8,726 8,963 Asset expansion expenditure 7,346 859 794 2,775 3,156 2,959 Asset upgrade expenditure 39,358 8,056 4,524 3,847 4,395 4,749 Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Funding sources represented by: 31,470 2,809 3,905 4,505 3,705 3,705 Contributions 1,565 - - 1,355 - - 1,355 - Council cash 31,083 12,292 11,763 12,047 12,547 13,046 Borrowings 3,303 7,000 - - - - -	Total infrastructure	-	61,217	18,676	13,762	14,147	15,637	15,230
New asset expenditure 13,654 190 480 480 1,330 80 Asset renewal expenditure 7,063 12,996 9,870 9,450 8,726 8,963 Asset expansion expenditure 7,346 859 794 2,775 3,156 2,959 Asset upgrade expenditure 39,358 8,056 4,524 3,847 4,395 4,749 Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Funding sources represented by: 31,470 2,809 3,905 4,505 3,705 3,705 Contributions 1,565 - - 1,355 - Council cash 31,083 12,292 11,763 12,047 12,547 13,046 Borrowings 3,303 7,000 - - - - -	Total capital works expenditure	4.5.1	67,421	22,101	15,668	16,552	17,607	16,751
New asset expenditure 13,654 190 480 480 1,330 80 Asset renewal expenditure 7,063 12,996 9,870 9,450 8,726 8,963 Asset expansion expenditure 7,346 859 794 2,775 3,156 2,959 Asset upgrade expenditure 39,358 8,056 4,524 3,847 4,395 4,749 Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Funding sources represented by: 31,470 2,809 3,905 4,505 3,705 3,705 Contributions 1,565 - - 1,355 - Council cash 31,083 12,292 11,763 12,047 12,547 13,046 Borrowings 3,303 7,000 - - - - -								
Asset renewal expenditure 7,063 12,996 9,870 9,450 8,726 8,963 Asset expansion expenditure 7,346 859 794 2,775 3,156 2,959 Asset upgrade expenditure 39,358 8,056 4,524 3,847 4,395 4,749 Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Funding sources represented by: 31,470 2,809 3,905 4,505 3,705 3,705 Contributions 1,565 - - 1,355 - Council cash 31,083 12,292 11,763 12,047 12,547 13,046 Borrowings 3,303 7,000 - - - - -	Represented by:							
Asset expansion expenditure 7,346 859 794 2,775 3,156 2,959 Asset upgrade expenditure 39,358 8,056 4,524 3,847 4,395 4,749 Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Funding sources represented by: 31,470 2,809 3,905 4,505 3,705 3,705 Contributions 1,565 - - 1,355 - Council cash 31,083 12,292 11,763 12,047 12,547 13,046 Borrowings 3,303 7,000 - - - - -	New asset expenditure		13,654	190	480	480	1,330	80
Asset upgrade expenditure 39,358 8,056 4,524 3,847 4,395 4,749 Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Funding sources represented by: Grants 31,470 2,809 3,905 4,505 3,705 3,705 Contributions 1,565 - - 1,355 - - 1,355 - Borrowings 3,303 7,000 - - - - -	Asset renewal expenditure		7,063	12,996	9,870	9,450	8,726	8,963
Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751 Funding sources represented by: Grants 31,470 2,809 3,905 4,505 3,705 3,705 Contributions 1,565 - - 1,355 - - 1,355 - Borrowings 3,303 7,000 - - - - - - - 1,3046	Asset expansion expenditure		7,346	859	794	2,775	3,156	2,959
Funding sources represented by: 31,470 2,809 3,905 4,505 3,705 3,705 Grants 1,565 - - 1,355 - - 1,355 - - 1,355 - - 1,355 - - 1,355 - - 1,355 - - 12,047 12,547 13,046 Borrowings 3,303 7,000 - </td <td>Asset upgrade expenditure</td> <td></td> <td></td> <td></td> <td>4,524</td> <td></td> <td></td> <td></td>	Asset upgrade expenditure				4,524			
Grants 31,470 2,809 3,905 4,505 3,705 3,705 Contributions 1,565 - - 1,355 - - 1,355 - - 1,355 - - 1,3046 - - 1,3046 - - 1,3046 - - - 1,3046 - - - - - - - 1,3046 -<	Total capital works expenditure	4.5.1	67,421	22,101	15,668	16,552	17,607	16,751
Grants 31,470 2,809 3,905 4,505 3,705 3,705 Contributions 1,565 - - 1,355 - - 1,355 - - 1,355 - - 1,3046 - - 1,3046 - - 1,3046 - - - - - - - 1,3046 -								
Contributions 1,565 - - 1,355 - Council cash 31,083 12,292 11,763 12,047 12,547 13,046 Borrowings 3,303 7,000 - - - -	Funding sources represented by:							
Council cash 31,083 12,292 11,763 12,047 12,547 13,046 Borrowings 3,303 7,000 -	Grants			2,809	3,905	4,505		3,705
Borrowings 3,303 7,000				+	-	-		-
5					11,763	12,047	12,547	13,046
Total capital works expenditure 4.5.1 67,421 22,101 15,668 16,552 17,607 16,751	5				-	-	-	-
	Total capital works expenditure	4.5.1	67,421	22,101	15,668	16,552	17,607	16,751

Nillumbik Shire Council Budget 2021-2022

Statement of Capital Works Forward Estimates For the five years ending 30 June 2031

		Forwar	d Estimates		
	2026-27	2027-28	2028-29	2029-30	2030-31
	\$'000	\$'000	\$'000	\$'000	\$'000
Property					
Land	-	-	-	-	-
Land improvements	-	-	-	-	-
Total land	-	-	-	-	-
Buildings	1,020	540	560	585	606
Heritage buildings	-	-	-	-	-
Building improvements	-	-	-	-	-
Leasehold improvements	1 020	- E40	- E60	-	606
Total buildings	1,020	540 540	560 560	585 585	606
Total property Plant and equipment	1,020	540	000	262	606
Heritage plant and equipment					
Plant, machinery and equipment	896	486	1,093	1,093	591
Fixtures, fittings and furniture	325	337	360	380	394
Computers and telecommunications	JZJ	551	500	500	554
Library books	_	_	_	_	_
Total plant and equipment	1,221	823	1,453	1,473	985
Infrastructure	.,		.,	.1	
Roads	2,565	2,655	3,230	3,320	3,901
Bridges	201	365	190	195	198
Footpaths and cycleways	985	1,020	1,255	1,295	1,534
Drainage	758	790	815	850	881
Recreational, leisure and community	3,770	3,925	4,070	4,250	6,900
facilities	•	3,923	4,070	4,200	0,900
Waste management	1,160	1,200	-	-	-
Parks, open space and streetscapes	460	325	540	555	568
Aerodromes	-	-	-	-	-
Off street car parks	-	-	-	-	-
Other infrastructure	3,099	4,118	3,035	3,130	523
Total infrastructure	12,998	14,398	13,135	13,595	14,505
Total capital works expenditure	15,239	15,761	15,148	15,653	16,096
P					
Represented by:	100	200	90	00	1 000
New asset expenditure	100 9.524	260	80	80	1,080
Asset renewal expenditure Asset expansion expenditure		10,108 905	9,394 936	9,700 978	7,952 1,012
	1,375			4,895	
Asset upgrade expenditure	4,240	4,488	4,738		6,052
Total capital works expenditure	15,239	15,761	15,148	15,653	16,096
Funding equipses represented by					
Funding sources represented by:	1 455	1 455	1 455	1 455	1 455
Grants Contributions	1,455	1,455	1,455	1,455	1,455
Council cash	13,784	14,306	13,693	14,198	14,641
Borrowings	10,104		10,000		
Total capital works expenditure	15,239	15,761	15,148	15,653	16,096
Total oupral homo experience	13,233	15,101	15,140	660,61	10,030

Nillumbik Shire Council Budget 2021-2022

Statement of Human Resources

For the five years ending 30 June 2026

	Forecast Budget	Budget	Projections			
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
	\$'000	\$'000	\$'000	\$*000	\$'000	\$'000
Staff expenditure		900				
Employee costs - operating	33,212	35,940	36,659	37,392	38,140	38,903
Total staff expenditure	33,212	35,940	36,659	37,392	38,140	38,903
Staff numbers						
Permanent EFT numbers	317.75	314.43	314.43	314.43	314.43	314.43
Limited tenures	7.60	7.16	8.00	6.00	4.00	4.00
Total staff numbers	325.35	321.59	322.43	320.43	318.43	318.43

Statement of Human Resources Forward Estimates

For the five years ending 30 June 2031

	Forward Estimates								
	2026-27 2027-28 2028-29 2029-30 \$'000 \$'000 \$'000 \$'000								
Staff expenditure Employee costs - operating	39,681	40.474	41,284	42,109	42,952				
Total staff expenditure	39,681	40,474	41,284	42,109	42,952				
Staff numbers									
Permanent EFT numbers	314.43	314.43	314.43	314.43	314.43				
Limited tenures	4.00	4.00	4.00	4.00	4.00				
Total staff numbers	318.43	318.43	318.43	318.43	318.43				

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

	A second second		Compos	sition	1000
Press and a second s	Budget	Perm	anent	Casual	Temp
Directorate	2021-22 \$'000	Full time \$'000	Part time \$'000	\$'000	\$1000
Operations and Infrastructure	13,542	11,650	1,452	-	440
Planning and Community Safety	7,787	6,252	1,535	-	-
Community Services	6,043	2,925	2,827	-	291
Corporate Services	6,022	5,552	470	-	-
Governance, Communications and Engagement	2,546	2,383	163	-	-
Total expenditure	35,940	28,762	6,447	-	731

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

		Composition					
	Budget	Perma	anent	Temp			
Directorate	2021-22	Full time	Part time				
Operations and Infrastructure	129.32	109.85	15.07	4.40			
Planning and Community Safety	71.19	53.00	18.19	-			
Community Services	53.60	24.00	26.84	2.76			
Corporate Services	46.48	41.60	4.88	-			
Governance, Communications and Engagement	21.00	19.00	2.00	-			
Total staff	321.59	247.45	66.98	7.16			

Summary of Planned Human Resources Expenditure For the five years ending 30 June 2026

	Budget		Projec	tions	
	2021-22		2023-24		
On a settion and inferent seture	\$'000	\$'000	\$'000	\$'000	\$'000
Operations and Infrastructure Permanent - Full time	11,650	11,871	12,108	12,350	12,597
Female	2,992	3,048	3,109	3,171	3,234
Male	8,658	8,823	8,999	9,179	9,363
Self-described gender Permanent - Part time	1,452	- 1,480	1,509	1,539	1,570
Female	611	623	635	648	661
Male	841	857	874	891	909
Self-described gender Total Operations and Infrastructure	13,102	- 13,351	- 13,617	13,889	14,167
	15,102	10,001	15,017	13,003	14,107
Planning and Community Safety					
Permanent - Full time Female	6,252	6,371	6,498	6,628	6,761
Male	3,287 2,965	3,350 3,021	3,417 3,081	3,485 3,143	3,555 3,206
Self-described gender	-			-	-
Permanent - Part time	1,535	1,564	1,595	1,627	1,659
Female Male	999 536	1,018 546	1,038 557	1,059 568	1,080 579
Self-described gender					
Total Planning and Community Safety	7,787	7,935	8,093	8,255	8,420
Community Services					
Permanent - Full time	2,925	2,981	3,041	3,102	3,164
Female	2,688	2,739	2,794	2,850	2,907
Male	237	242	247	252	257
Self-described gender Permanent - Part time	2,827	2,881	2,938	2,996	3,056
Female	2,762	2,815	2,871	2,928	2,987
Male	65	66	67	68	69
Self-described gender Total Community Services	5,752	5,862	5,979	6,098	6,220
		0,002	0,010	0,000	0,020
Corporate Services		5 957		5 000	
Permanent - Full time Female	5,551 2,234	5,657 2,277	5,771 2,323	5,886 2,369	6,003 2,416
Male	3,317	3,380	3,448	3,517	3,587
Self-described gender	-	-	-	-	-
Permanent - Part time Female	470 470	479 479	489 489	499 499	509 509
Male	470	413	405	400	
Self-described gender	-	-	-	-	
Total Corporate Services	6,021	6,136	6,260	6,385	6,512
Governance, Communications and Engagement	1.				
Permanent - Full time	2,383	2,429	2,478	2,528	2,579
Female	2,008	2,047	2,088	2,130	2,173
Male Self-described gender	375	382	390	398	406
Permanent - Part time	163	166	169	172	175
Female	163	166	169	172	175
Male Self-described gender	-	-	-	-	-
Total Governance, Communications and Engagement	2,546	2,595	2,647	2,700	2,754
		4			

Nillumbik Shire Council Budget 2021-2022

Summary of Planned Human Resources Expenditure For the five years ending 30 June 2031

	Forward Estimates				
	2026-27	2027-28	2028-29	2029-30	2030-31
	\$'000	\$'000	\$'000	\$'000	\$'000
Operations and Infrastructure					
Permanent - Full time	12,849	13,106	13,368	13,636	13,909
Female	3,299	3,365	3,432	3,501	3,571
Male	9,550	9,741	9,936	10,135	10,338
Self-described gender	4 604	4 633	4 666	4 000	4 722
Permanent - Part time Female	1,601 674	1,633 687	1,666 701	1,699 715	1,733 729
Male	927	946	965	984	1,004
Self-described gender	-		-	-	
Total Operations and Infrastructure	14,450	14,739	15,034	15,335	15,642
•				,	
Planning and Community Safety					
Permanent - Full time	6,896	7,034	7,175	7,318	7,464
Female	3,626	3,699	3,773	3,848	3,925
Male	3,270	3,335	3,402	3,470	3,539
Self-described gender Permanent - Part time	4 602	1,727	4 764	1 706	4 9 2 2
Female	1,693 1,102	1,124	1,761 1,146	1,796 1,169	1,832 1,192
Male	591	603	615	627	640
Self-described gender	-	-	-	-	-
Total Planning and Community Safety	8,589	8,761	8,936	9,114	9,296
Community Services					
Permanent - Full time	3,227	3,291	3,356	3,423	3,492
Female	2,965	3,024	3,084	3,146	3,209
Male	262	267	272	277	283
Self-described gender Permanent - Part time	3,117	2 170	2 242	2 206	2 272
Female	3,047	3,179 3,108	3,242 3,170	3,306 3,233	3,372 3,298
Male	70	71	72	73	74
Self-described gender	-	-	-	-	-
Total Community Services	6,344	6,470	6,598	6,729	6,864
Corporate Services					
Permanent - Full time	6,123	6,245	6,370	6,497	6,627
Female	2,464	2,513	2,563	2,614	2,666
Male Self-described gender	3,659	3,732	3,807	3,883	3,961
Permanent - Part time	519	529	540	551	562
Female	519	529	540	551	562
Male	-	-	-	-	-
Self-described gender	-	-	-	-	-
Total Corporate Services	6,642	6,774	6,910	7,048	7,189
Governance, Communications and Engagement					
Permanent - Full time	2,630	2,682	2,735	2,790	2,846
Female	2,216	2,260 422	2,305 430	2,351 439	2,398
Male Self-described gender	414	4 Z Z	430	409	448
Permanent - Part time	179	183	187	191	195
Female	179	183	187	191	195
Male	-	-	-	-	-
Self-described gender		-	-	-	-
Total Governance, Communications and Engagement	2,809	2,865	2,922	2,981	3,041

Nillumbik Shire Council Budget 2021-2022

Summary of Planned Human Resources Expenditure For the five years ending 30 June 2026

	Budget	Projections			
	2021-22	2022-23	2023-24	2024-25	2025-26
	FTE	FTE	FTE	FTE	FTE
Operations and Infrastructure Permanent - Full time	109.85	109.85	109.85	109.85	109.85
Female	27.85		27.85	27.85	27.85
Male	82.00		82.00	82.00	82.00
Self-described gender	100	-	-	-	-
Permanent - Part time Female	15.07	15.07 6.42	15.07 6.42	15.07 6.42	15.07 6.42
Male	8.65		8.65	8.65	8.65
Self-described gender	-	-	-	-	-
Total Operations and Infrastructure	124.92	124.92	124.92	124.92	124.92
Planning and Community Orfets					
Planning and Community Safety Permanent - Full time	53.00	53.00	53.00	53.00	53.00
Female	28.00		28.00	28.00	28.00
Male	25.00	25.00	25.00	25.00	25.00
Self-described gender	10 10	40.40	40.40	40.40	10.10
Permanent - Part time Female	18.19 11.66	18.19 11.66	18.19 11.66	18.19 11.66	18.19 11.66
Male	6.53	6.53	6.53	6.53	6.53
Self-described gender	-		-		
Total Planning and Community Safety	71.19	71.19	71.19	71.19	71.19
Community Services					
Permanent - Full time	24.00	24.00	24.00	24.00	24.00
Female	22.00		22.00	22.00	22.00
Male	2.00	2.00	2.00	2.00	2.00
Self-described gender Permanent - Part time	26.84	26.84	26.84	26.84	26.84
Female	26.24	26.24	26.24	26.24	26.24
Male	0.60	0.60	0.60	0.60	0.60
Self-described gender	-	-	-	-	-
Total Community Services	50.84	50.84	50.84	50.84	50.84
Corporate Services					
Permanent - Full time	41.60	41.60	41.60	41.60	41.60
Female	19.60		19.60	19.60	19.60
Male Self-described gender	22.00	22.00	22.00	22.00	22.00
Permanent - Part time	4.88	4.88	4.88	4.88	4.88
Female	4.88	4.88	4.88	4.88	4.88
	-	-	-	-	-
Self-described gender Total Corporate Services	46.48	46.48	46.48	46.48	46.48
	10.10	10.10	10.10	10.10	10.10
Governance, Communications and Engagement					
Permanent - Full time	19.00	19.00	19.00	19.00	19.00
Female Male	16.00 3.00		16.00 3.00	16.00 3.00	16.00 3.00
Self-described gender	5.00	3.00	3.00	3.00	
Permanent - Part time	2.00	2.00	2.00	2.00	2.00
Female	2.00	2.00	2.00	2.00	2.00
Male Self-described gender	1	-	-	-	-
Total Governance, Communications and Engagement	21.00	21.00	21.00	21.00	21.00

Nillumbik Shire Council Budget 2021-2022

Summary of Planned Human Resources Expenditure For the five years ending 30 June 2031

	Forward Estimates				
	2026-27	2027-28	2028-29	2029-30	2030-31
	FTE	FTE	FTE	FTE	FTE
Operations and Infrastructure					
Permanent - Full time	109.85	109.85	109.85	109.85	109.85
Female	27.85	27.85	27.85	27.85	27.85
Male	82.00	82.00	82.00	82.00	82.00
Self-described gender	45.07	45.07	45.07	45.07	45.07
Permanent - Part time Female	15.07 6.42	15.07 6.42	15.07 6.42	15.07 6.42	15.07 6.42
Male	8.65	8.65	8.65	8.65	8.65
Self-described gender	-				-
Total Operations and Infrastructure	124.92	124.92	124.92	124.92	124.92
•					
Planning and Community Safety					
Permanent - Full time	53.00	53.00	53.00	53.00	53.00
Female	28.00	28.00	28.00	28.00	28.00
Male	25.00	25.00	25.00	25.00	25.00
Self-described gender Permanent - Part time	18,19	18,19	18,19	18,19	18,19
Female	11.66	11.66	11.66	11.66	11.66
Male	6.53	6.53	6.53	6.53	6.53
Self-described gender	-	-	-	-	-
Total Planning and Community Safety	71.19	71.19	71.19	71.19	71.19
Community Services					
Permanent - Full time	24.00	24.00	24.00	24.00	24.00
Fernale	22.00	22.00	22.00	22.00	22.00
Male	2.00	2.00	2.00	2.00	2.00
Self-described gender Permanent - Part time	26.84	26.84	26.84	26.84	26.84
Female	26.24	26.04	26.84	26.24	26.24
Male	0.60	0.60	0.60	0.60	0.60
Self-described gender	-	-	-	-	-
Total Community Services	50.84	50.84	50.84	50.84	50.84
Corporate Services					
Permanent - Full time	41.60	41.60	41.60	41.60	41.60
Female	19.60	19.60	19.60	19.60	19.60
Male Self-described gender	22.00	22.00	22.00	22.00	22.00
Permanent - Part time	4.88	4.88	4.88	4.88	4.88
Female	4.88	4.88	4.88	4.88	4.88
Male	-	-	-	-	-
Self-described gender	-	-	-	-	-
Total Corporate Services	46.48	46.48	46.48	46.48	46.48
Governance, Communications and Engagement	40.00	40.00	40.00	10.00	40.00
Permanent - Full time Female	19.00 16.00	19.00 16.00	19.00 16.00	19.00 16.00	19.00 16.00
Male	3.00	3.00	3.00	3.00	3.00
Self-described gender	5.00	5.00	3.00	3.00	5.00
Permanent - Part time	2.00	2.00	2.00	2.00	2.00
Female	2.00	2.00	2.00	2.00	2.00
Male	-	-	-	-	-
Self-described gender	-	-	-	-	-
Total Governance, Communications and Engagement	21.00	21.00	21.00	21.00	21.00

Nillumbik Shire Council Budget 2021-2022

4. Notes to the financial statements

This section presents detailed information on material components of the financial statements. Council needs to assess which components are material, considering the dollar amounts and nature of these components.

4.1 Comprehensive Income Statement

4.1.1 Rates and charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's Annual Budget.

As per the Local Government Act 2020, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2021-22 the FGRS cap has been set at 1.50 percent. The cap applies to general rates and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, there will be a 1.50 percent rate cap applied to the average general rate.

Rates and charges are due on a quarterly instalment basis. The due dates for the 2021-22 financial year will be:

- 30 September 2021,
- 30 November 2021,
- 28 February 2022 and
- 31 May 2022

(if any of these dates fall on a weekend, the due date will be the following Monday).

This will raise total rates and charges for 2020-21 to \$69.953 million.

4.1.1 (a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	Forecast 2020-21	Budget 2021-22	Change	
	\$'000	\$'000	\$1000	%
General rates	57,645	58,703	1,058	1.84
Waste management charge	9,383	10,719	1,336	14.24
Special rates and charges	278	297	19	6.83
Interest on rates and charges	116	234	118	101.72
Total rates and charges	67,422	69,953	2,531	3.75

4.1.1 (b) The rate in the dollar to be levied as general rates under section 158 of the Act for each type or class of land compared with the previous financial year:

Type or class of land	2020-21	2021-22	Change	
	Rate in Dollar	Rate in Dollar	%	
General	0.002670	0.002718	1.80	
Farm Land	0.002270	0.002310	1.76	
Commercial/Industrial	0.003091	0.003153	2.01	
Vacant Land - Residential and Specified Low Density Residential Zones	0.005339	0.004031	(24.50)	
Cultural and Recreational Land	0.001030	0.001060	2.91	

4.1.1 (c) The estimated total amount to be raised by general rates in relation to each type or class of land, compared with the previous financial year:

Type or class of land	2020-21	2021-22	Chan	ge
Type of class of land	\$'000	\$'000	\$1000	%
General	52,761	54,319	1,558	2.95
Farm Land	605	2,755	2,150	355.37
Commercial/Industrial	2,751	623	(2,128)	(77.35)
Vacant Land - Residential and Specified Low Density Residential Zones	1,527	1,079	(448)	(29.34)
Cultural and Recreational Land	4	4	-	-
Total amount to be raised by general rates	57,648	58,780	1,132	1.96

4.1.1 (d) The number of assessments in relation to each type or class of land, compared with the previous financial year:

Tune or deal of land	2020-21	2021-22	Chang	je
Type or class of land	Number	Number	Number	%
Residential	22,181	22,314	133	0.60
Farm Land	166	169	3	1.81
Commercial / Industrial	1,004	1,003	(1)	(0.10)
Vacant Land - Residential and Specified Low Density Residential Zones	516	484	(32)	(6.20)
Cultural and Recreational Land	2	2	-	-
Total number of assessments	23,869	23,972	103	0.43

The movement in the number of assessments has been primarily driven by the growth in rateable properties occurring across the Shire.

4.1.1 (e) The basis of valuation to be used is the Capital Improved Value (CIV), this is in compliance with the Fair Go Rates System and the Local Government Act.

4.1.1 (f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year:

Type or class of land	2020-21	2021-22	Chan	ge
Type of class of land	\$'000	\$7000	\$1000	%-
Residential	19,760,347	19,984,620	224,273	1.13
Farm Land	266,800	269,810	3,010	1.13
Commercial / Industrial	889,905	873,767	(16,138)	(1.81)
Vacant Land - Residential and Specified Low Density Residential Zones	286,091	267,775	(18,316)	(6.40)
Cultural and Recreational Land	4,090	4,075	(15)	(0.37)
Total value of land	21,207,233	21,400,047	192,814	0.91

4.1.1 (g) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year per rateable property:

Type of Charge	2020-21	2021-22	Chang	įe 👘
Type of charge	\$	Ş	\$	%
Waste Management - Standard service	419.56	477.73	58.17	13.86
Waste Management - 80 litre landfill bin	335.65	382.18	46.53	13.86
Waste Management - 2 x 120 litre landfill bin	587.38	668.82	81.44	13.86
Waste Management - 140 litre landfill bin	461.52	525.50	63.98	13.86
Waste Management - 120 litre landfill bin – weekly collection	755.21	859.91	104.70	13.86
Waste Management - Elderly persons units - bin	104.89	119.43	14.54	13.86

Council has proposed to increase the domestic waste service standard charge by 13.86%.

4.1.1 (h) The estimated total amount to be raised by each type of service rate or charge, compared with the previous financial year:

Type of Charge	2020-21	2021-22	Chan	ge
Type of charge	\$		\$	°∕a
Waste Management - Residential - Standard Service	8,363,089	8,992,790	629,701	7.53
Waste Management - Residential - 80 Litre Red Bins	20,475	203,702	183,227	894.88
Waste Management - Residential - 2 Red Bins	926,305	1,195,850	269,545	29.10
Waste Management - Residential - 140 L (Fortnightly Garbage)	- 21	263,276	263,276	100.00
Waste Management - Residential - 120L (Weekly Garbage)	- 2	52,455	52,455	100.00
Waste Management - Elderly Persons Units - Bin	9,650	10,988	1,338	13.87

The movement in the projected income is reflective of the movement in assessments.

4.1.1 (i) The estimated total amount to be raised by all rates and charges compared with the previous financial year:

	2020-21	2021-22	Chang	e	
	\$	\$	\$	\$ %	
General rates	57,648,111	58,780,166	1,132,056	1.96	
Service charges	9,319,519	10,719,059	1,399,540	15.02	
Total Rates and charges	66,967,630	69,499,226	2,531,595	3.78	

The above table only includes rates and charges generated and excludes any applicable rebates and special rates.

4.1.1 (j) Fair Go Rates System (FGRS) Compliance

Nillumbik Shire Council is fully compliant with the State Government's Fair Go Rates System

in the second seco	2020-21	2021-22
Number of rateable properties	23,867	23,970
Base Average Rates	\$2,415.40	\$2,415.71
Maximum Rate Increase (set by the State Government)	2.00%	1.50%
Council Rate Cap Applied	0.00%	1.50%
Percentage below rate cap	2.00%	0.00%
Capped Average Rate based on Council rate cap	\$2,415.21	\$2,452.06
Budgeted General Rates Revenue subject to FGRS	\$ 57,643,898	\$ 58,775,847

4.1.1 (k) Any significant changes that may affect the estimated amounts to be raised by rates and charges:

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations;
- The variation of returned levels of value (e.g. valuation appeals);
- Changes of use of land such that rateable land becomes non-rateable land and vice versa; and
- Changes of use of land such that residential land becomes business land.

4.1.1 (I) Differential rates

Rates to be levied

The rate and amount of rates payable in relation to land in each category of differential are:

- A general rate of 0.2718 percent (0.2718 cents in the dollar of CIV) for all rateable residential properties and ordinary vacant land;
- A general rate of 0.2310 percent (0.2310 cents in the dollar of CIV) for all rateable farm land properties;
- A general rate of 0.3153 percent (0.3153 cents in the dollar of CIV) for all rateable commercial and industrial properties;
- A general rate of 0.4031 percent (0.4031 cents in the dollar of CIV) for all rateable vacant land -
- residential and specified low density residential zones; and
- A general rate of 0.1060 percent (0.1060 cents in the dollar of CIV) for all rateable cultural and recreational properties.

Each differential rate will be determined by multiplying the Capital Improved Value (CIV) of each rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions. Details of the objectives of each differential rate, the types of classes of land, which are subject to each differential rate and the uses of each differential rate, are set out below.

Commercial land - any land used for commercial purposes

Occupied for the principal purpose of carrying out the trade in goods and services or unoccupied but zoned commercial under the State Planning Scheme

Industrial – any land used for industrial purposes

Occupied for the principal purpose of carrying out the manufacture or production of or unoccupied but zoned industrial under the State Planning Scheme.

Farm land

Land not less than 2 hectares in area; that is used primarily for grazing (including agistment), dairying, pig-farming, poultryfarming, tree farming, bee-keeping, viticulture, horticulture, fruit-growing or the growing of crops of any kind or for any combination of those activities; that is used by a business.

Land that has a significant and substantial commercial purpose or character; and that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way that it is operating.

Farm land with Sustainable Agriculture Rebate land

Used by the applicant for a single farm enterprise must comprise and aggregate of a minimum 30 hectares;

The property in respect of which the rebate is sought is classified as Farm Land; the applicant shall satisfy detailed criteria relating to sustainable farming practices and land care principles as developed by Council.

Other land

Unoccupied land which is not farm land, commercial/industrial land or vacant land - residential and specified low density residential zones.

Vacant Land - Residential and Specified Low Density Residential Zones

General Residential / Activity Centre Zone / Neighbourhood Residential Zones and Low Density Residential Zones (LDRZ) to which Development Planning Overlay 4 applies, on which no habitable dwelling exists.

Lots greater than 8,000 square metres in the Plenty LDRZ are excluded.

This is a higher differential to encourage construction of new dwellings in preferred locations across the Shire.

Rateable land under this definition includes Vic Roads land that is not used for transport or for residential properties.

The rating differential has been reduced in the 2021-2022 budget. On submission of a valid building or planning permit, the property rate type will revert to the general rate.

Cultural and Recreational Land

Council is required to determine an amount payable as rates in respect to recreational lands.

Recreational lands are described as lands which are:

- Vested in or occupied by any body corporate or unincorporate which exists for the purpose of
 providing or promoting cultural or sporting recreational facilities or objectives.
- Which applies its profits in promoting its objectives and prohibits the payment of dividend or amount to members used for outdoor sporting recreational or cultural purposes or similar outdoor activities.

4.1.2 Statutory fees and fines

and the second se	Forecast 2020-21	Budget 2021-22	Change	
a loss a secondo a s	\$'000	\$'000	\$1000	56
Animal infringements	10	73	63	630.00
Infringements & costs	203	636	433	213.30
PERIN court recoveries	10	20	10	100.00
Town planning fees	877	877	-	-
Building fees	210	310	100	47.62
Total statutory fees and fines	1,310	1,916	606	46.26

Statutory fees and fines (\$0.606 million increase)

Statutory fees relate mainly to fees and fines levied in accordance with legislation and include animal registrations, *Public Health and Wellbeing Act 2008* registrations and parking fines.

A detailed listing of statutory fees is included in Appendix 1.

4.1.3 User fees

	Forecast 2020-21	Budget 2021-22	Change	
	\$'000	\$1000	\$'000	76
Adult education	139	282	143	102.88
Aged services	10	4	(10)	(100.00)
Building services	102	140	38	37.25
Child care/children's programs	179	334	155	86.59
Edendale farm	171	284	113	66.08
Environmental health	230	247	17	7.39
Hall & sports ground hire	224	530	306	136.61
Leisure centre and recreation	11,391	12,710	1,319	11.58
Pound release	30	47	17	56.67
Registration fees	816	801	(15)	(1.84)
Subdivision supervision	218	221	3	1.38
Waste management services	429	657	228	53.15
Other fees and charges	215	251	36	16.74
Total user fees	14,154	16,504	2,350	16.60

User fees (\$2.350 million increase)

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include use of leisure and other community facilities and the provision of human services such as family day care and home help services. In setting the Budget, the key principle for determining the level of user charges has been to ensure that increases are generally consistent with cost increases.

Revenue generated from user charges has increased driven by the increase in charges as listed in **Appendix 1** - Nillumbik Shire Council 2021-22 Fees and Charges. There is an overall projected increase in revenue generated by 16.6 percent, driven by a change in facility related contracts.

4.1.4 Grants

Grants are required by the Act and the Regulations to be disclosed in Council's annual budget.

	Forecast	Budget	Char	nge
	2020-21	2021-22		
the second s	\$'000	\$'000	\$'000	¥.
Grants were received in respect of the following:		1		
Summary of grants:				
Commonwealth funded grants	1,886	3,620	1,734	91.94
State funded grants	35,941	4,320	(31,621)	(87.98)
Total grants received	37,827	7,940	(29,887)	(79.01)
(a) Operating Grants				
Recurrent - Commonwealth Government				
Adult education	50	49	(1)	(2.00)
Aged care	280	278	(2)	(0.71)
Family and children	189	202	13	6.88
Financial Assistance Grants	1,367	3,091	1,724	126.12
Recurrent - State Government				
Adult education	196	182	(14)	(7.14)
Aged care	301	-	(301)	(100.00)
Community health	17	17	-	-
Family and children	779	544	(235)	(30.17)
Maternal and child health	453	381	(72)	(15.89)
Recreation	15	15	-	-
School crossing supervisors	270	272	2	0.74
Total recurrent grants	3,917	5,031	1,114	28.44
Non-recurrent - Commonwealth Government				
Adult Education	10	-	(10)	(100.00)
Environment	90	9	(90)	(100.00)
Non-recurrent - State Government				
Aged Care	16	-	(16)	(100.00)
Corporate Support	812	-	(812)	(100.00)
Emergency Management	230		(230)	(100.00)
Environment	435	60	(375)	(86.21)
Family and children	199		(199)	(100.00)
Recreation	3	40	37	1,233.33
Roads	145	7	(145)	(100.00)
Tourism and Business Support	500	-	(500)	(100.00)
Total non-recurrent grants	2,440	100	(2,340)	(95.90)
Total operating grants	6,357	5,131	(1,226)	(19.29)

Nillumbik Shire Council Budget 2021-2022

	Forecast 2020-21	Budget 2021-22	Char	
Contraction of the second s	\$'000	2.000	\$*000	%. %
(b) Capital Grants				
Non-recurrent - Commonwealth Government				
Bridges	369		(369)	(100.00)
Drainage	-	175	175	100.00
Footpaths	- / -	60	60	100.00
Other Infrastructure	-	50	50	100.00
Recreational, leisure and community facilities		1,429	1,429	100.00
Roads	6,331	1,070	(5,261)	(83.10)
Non-recurrent - State Government				
Family and children	311	-	(311)	(100.00)
Recreational, leisure and community facilities	22,555	-	(22,555)	(100.00)
Roads	1,509	4	(1,509)	(100.00)
Other infrastructure	395	25	(370)	(93.67)
Total non-recurrent grants(capital)	31,470	2,809	(28,661)	(91.07)
Total capital grants	31,470	2,809	(28,661)	(91.07)
Total Grants	37,827	7,940	(29,887)	(79.01)

Grants - Operating (\$1.226 million decrease)

Operating grants include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers. Overall, the level of operating grants is expected to decrease by 19.29 percent or \$1.226 million. This is mainly due to a large number one-off non-recurrent grants received in 2020-21.

Grants - Capital (\$28.661 million decrease)

Capital grants include all monies received from State, Federal and community sources for the purposes of funding the capital works program. Overall, the level of capital grants has decreased by 91.07 percent or \$29.887 million mainly due to specific funding for large capital works projects in 2020-21.

Section 4.5 Capital works program includes further detailed analysis of the grants and contributions expected to be received during the 2021-22 year.

4.1.5 Contributions

	Forecast 2020-21	Budget 2021-22	Chan	ge
Alexandra and a second s	\$'000	\$'000	\$1000	%
Monetary	2,442	119	(2,323)	(95.13)
Non-monetary	-		-	-
Total contributions	2,442	119	(2,323)	(95.13)

Contributions (\$2.323 million decrease)

Contributions relate to monies paid by residents in regard to road construction schemes, developer contributions or monies paid by clubs for other minor capital works.

Contributions are projected to decrease \$2.323 million when compared to the 2020-21 Budget forecast. This is mainly due to the one off receipt of contributions tied to capital projects in 2020-21.

4.1.6 Other income

	Forecast 2020-21 \$*000	Budget 2021-22 \$*000	Cha \$'000	nge %
Interest on investments	265	271	6	2.26
Other rent	295	350	55	18.64
Sale of valuations	10	10	-	-
WorkCover insurance recoveries	155	150	(5)	(3.23)
Major initiative other income	185		(185)	(100.00)
Other	270	356	86	31.85
Total other income	1,180	1,137	(43)	(3.64)

Other income (\$43,000 decrease)

Other revenue is showing a slight decrease of 3.64 percent compared to the prior financial year.

4.1.7 Employee costs

	Forecast 2020-21 \$`000	Budget 2021-22 \$*000	Chan \$*000	ige %.
Casual staff	664	454	(210)	(31.63)
Fringe benefits tax and WorkCover	172	150	(22)	(12.79)
Oncost recoveries	6,641	7,324	683	10.28
Redundancy	1,149		(1,149)	(100.00)
Wages and salaries	28,024	29,107	1,083	3.86
Total employee costs	36,650	37,035	385	1.05

Employee benefits (\$0.385 million increase)

Employee costs include all labour related expenditure including; wages and salaries and on-costs for both casual employees and permanent employees. Salaries and wages have been increased based on Council's Enterprise Agreement which provides a 1.8 percent increase. The superannuation rate has been increased to 10% to reflect changes in the superannuation guarantee legislation.

4.1.8 Materials and services

	Forecast 2020-21	Budget 2021-22	Chan	nge	
	\$'000	\$'000	\$1000	%	
Contract payments:					
Audit	195	197	2	1.03	
External labour hire	309	181	(128)	(41.42)	
HACC contracts	226	215	(11)	(4.87)	
Leisure	11,507	12,725	1,218	10.58	
Other	1,845	1,696	(149)	(8.08)	
Valuations	78	61	(17)	(21.79)	
Waste services	5,902	6,630	728	12.33	
Materials and Services:		-			
Building maintenance	340	388	48	14.12	
Communications	390	208	(182)	(46.67)	
Corporate information	49	49	-	-	
Corporate support	96	96	-	-	
Emergency management	249	214	(35)	(14.06)	
Fleet operations	890	887	(3)	(0.34)	
Insurances	1,255	1,290	35	2.79	
IT & telephone	1,922	2,032	110	5.72	
Materials, maintenance & equip	10,435	8,091	(2,344)	(22.46)	
Other	556	573	17	3.06	
Planning & building services	19	14	(5)	(26.32)	
Stationery, printing & postage	386	408	22	5.70	
Subscriptions, Publications & Memberships	205	216	11	5.37	
Utilities	1,155	1,149	(6)	(0.52)	
Waste services	1,527	1,974	447	29.27	
Total materials and services	39,536	39,294	(242)	(0.61)	

Materials and services (\$0.242 million decrease)

Materials and services include the purchases of consumables, payments to contractors for the provision of services and utility costs.

4.1.9 Depreciation and amortisation

	Forecast 2020-21			ge	
	\$'000	\$ 000	\$*000	%	
Property	742	322	(420)	(56.60)	
Plant & equipment	398	625	227	57.04	
Infrastructure	11,251	11,551	300	2.67	
Total depreciation and amortisation	12,391	12,498	107	0.86	

Depreciation and amortisation (\$0.107 million increase)

Depreciation is an accounting measure which attempts to allocate the value of Council's property, plant and equipment including infrastructure such as roads and drains assets over their useful life.

4.1.10 Amortisation - Right of use assets

	Forecast	Budget	Chan	je 👘
	2020-21	2021-22		
	\$'000	\$'000	\$'000	%
Plant & equipment	513	420	(93)	(18.13)
Total amortisation - right of use assets	513	420	(93)	(18.13)

4.1.11 Other expenses

	Forecast Budget C 2020-21 2021-22		Char	ige
	\$'000	\$'000	\$1000	%
Aged & family services	823	59	(764)	(92.83)
Arts and cultural services	593	532	(61)	(10.29)
Community development	353	207	(146)	(41.36)
Council support	3	3	-	-
Councillors' allowances	265	265	-	-
Economic development	377	394	17	4.51
Environmental works	114	99	(15)	(13.16)
Information technology	3		(3)	(100.00)
Leisure & education services	22	10	(12)	(54.55)
Library contributions (Yarra Plenty Regional Library)	2,882	2,946	64	2.22
Municipal laws	148	148	-	-
Short-term lease hire	221	151	(70)	(31.67)
Other	1,272	754	(518)	(40.72)
Payment agents & bank fees	179	181	2	1.12
Planning & building	98	97	(1)	(1.02)
Strategic planning	150	37	(113)	(75.33)
Youth services	14	14	-	-
Total other expenses	7,517	5,897	(1,620)	(21.55)

Other expenses (\$1.62 million decrease)

Other expenses are forecast to decrease by 21.55 percent or \$1.62 million. This is mainly as a result of reductions in aged and family services related expenditure and a reduction in expenditure as a result of the Council elections held in 2020-21.

4.2 Balance Sheet

4.2.1 Assets

Current Assets (\$17.262 million decrease)

Cash and cash equivalents include cash and investments such as cash held in the bank and the value of investments in deposits with short term maturities of twelve months or less.

Trade and other receivables are monies owed to Council primarily by ratepayers. Short and long term debtors are not expected to change significantly and continue to be monitored by Council.

Other assets includes items such as prepayments for expenses, inventories in Council's services and other revenues due to be received in the next 12 months.

The movement is reflective of the draw down of grant monies received for specific purposes.

Non-Current Assets (\$7.99 million increase)

Property, infrastructure, plant and equipment is the largest component of Council's worth and represents the value of all the land, buildings, roads, vehicles and equipment. The increase in this balance is attributable to the net result of the capital works program, and ongoing commitments to maintain and improve community facilities.

4.2.2 Liabilities

Current Liabilities (\$6.617 million decrease)

The decrease is driven by the recognition of unearned grants and contract liabilities under Australian Accounting Standard.

Non Current Liabilities (\$0.994 million decrease)

The decrease in non-current liabilities is mainly due to timing interest-bearing liabilities and provision movements.

4.2.3 Borrowings

The table below shows information on borrowings specifically required by the Regulations.

	2020-21	2021-22
and the second se	5	\$
Amount borrowed as at 30 June of the prior year	10,779	13,391
Amount proposed to be borrowed	3,303	7,000
Amount projected to be paid	(691)	(3,425)
Amount of borrowings as at 30 June	13,391	16,966

4.2.4 Leases by category

As a result of the introduction of AASB 16 Leases, right-of-use assets and lease liabilities have been recognised as outlined in the table below.

	Forecast 2020-21	Budget 2021-22
Disht of use secols	\$'000	\$'000
Right-of-use assets		
Land and buildings	-	200
Plant and equipment	787	366
Other, etc.	-	-
Total right-of-use assets	787	366
Lease liabilities		
Current lease Liabilities		
Land and buildings	-	
Plant and equipment	428	112
Other, etc.	-	-
Total current lease liabilities	428	112
Non-current lease liabilities	100	
Land and buildings	-	
Plant and equipment	370	258
Other, etc.	-	0.5
Total non-current lease liabilities	370	258
Total lease liabilities	798	370

Where the interest rate applicable to a lease is not expressed in the lease agreement, Council applies the average incremental borrowing rate in the calculation of lease liabilities. The current incremental borrowing rate is 4.00%.

4.3 Statement of changes in Equity

4.3.1 Reserves

4.3.1 (a) Statutory reserves (\$2.218 million decrease)

These funds must be applied for specified statutory purposes in accordance with various legislative and contractual requirements. The decrease projected is illustrating the use of funds received for specific purposes.

4.3.1 (b) Discretionary reserves (\$1.275 million decrease)

These funds are not tied to a specific purpose. In this case Council has made decisions regarding the future use of these funds and unless there is a Council resolution these funds are to be used for those purposes. The decisions about future use of these funds has been reflected in Council's Budget.

4.3.2 Equity

Equity (\$1.661 million decrease)

Total equity must equal net assets and is made up of the following components:

- Asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuations.
- Other reserves that are funds that Council wishes to separately identify as being set aside to meet a specific purpose in the future and to which there is no existing liability. These amounts are transferred from the Accumulated Surplus of the Council to be separately disclosed.
- Accumulated surplus which is the value of all net assets less reserves that have accumulated over time.

The movement in other reserves reflects the net position of usage of investment cash reserves to partly fund the capital works program or operating project expenditure and additional transfers to reserves from transactions like developer contributions and asset sales.

4.4 Statement of Cash Flows

4.4.1 Net cash flows provided by/used in operating activities (\$28.579 million decrease)

The decrease is driven by to one off capital works funding through external contributions received and in materials and services.

4.4.2 Net cash flows provided by/used in investing activities (\$35.885 million decrease)

The overall decrease is a reflection of timing of cash flows associated with the capital works program for the 2021-22 year. The statement of capital works provides a full detail of projects for the 2021-22 year.

4.4.3 Net cash flows provided by/used in financing activities (\$1.091 million decrease)

This is primarily due to new loans to be taken in 2021-22 (\$7 million). Council continues to make repayments on existing loans.

4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2020-21 year, classified by expenditure type and funding source.

4.5.1 Summary

	Forecast	Budget Chan		ge
	2020-21 2021-2			
I Contraction of the second	\$'000	\$'000	\$'000	%
Property	4,035	2,320	(1,715)	(42.50)
Plant and equipment	2,169	1,105	(1,064)	(49.05)
Infrastructure	61,217	18,676	(42,541)	(69.49)
Total	67,421	22,101	(45,320)	(67.22)

* Forecast includes capital works projects carried forward from 2018-19 - \$17.97 million

4.5.1 (a) Property (\$2.320 million)

The property class comprises buildings and building improvements including community facilities, municipal offices, sports facilities and pavilions.

4.5.1 (b) Plant and equipment (\$1.105 million)

Plant and equipment includes plant, machinery and equipment, computers and telecommunications.

The more significant projects include ongoing cyclical replacement of the plant and vehicle fleet (\$1.005 million).

4.5.1 (c) Infrastructure (\$18.676 million)

Infrastructure includes roads, bridges, footpaths and cycleways, drainage, recreation, leisure and community facilities, parks, open space and streetscapes, off street car parks and other structures.

For the 2021-22 year, \$2.652 million will be expended on road projects. The more significant projects include:

- Road and carpark renewal (\$1.642 million);
- · Road safety (\$0.340 million);
- · Church Rd, Panton Hill, widening and guard rail (\$0.290 million); and
- Road upgrade (\$0.280 million).

\$7.409 million will be expended on recreational, leisure and community facilities, key projects being:

- Redevelopment of the Diamond Valley Sports and Fitness Centre (\$3.5 million);
- · Funding allocation to potential grant opportunities (if required) (\$2.0 million);
- · Eltham North Soccer Pitch replacement (\$0.635 million);
- Trails renewal (\$0.350 million)
- Marngrook Oval improvement works (\$0.300 million);

\$0.724 million will be expended on footpath construction and renewal program projects.

\$0.575 million will be expended on drainage renewal and upgrade projects.

\$5.0 million will be expended on waste management in relation to the rehabilitation of landfill sites.

\$0.150 million will be expended on bridge works.

Other infrastructure expenditure includes

- Disability access works (\$0.150 million);
- Street tree planting (\$95,000);
- Townships and streetscapes (\$92,000); and
- · Bicycle Hoops in Eltham Activity Centre (\$50,000).

1	Project Asset expenditure types				
Asset Class	Cost	Renewal	Upgrade	Expansion	New
	\$'000	\$'000	\$'000	\$'000	\$'000
Property	2,320	1,750	570	-	-
Plant and equipment	1,105	1,105	-	-	-
Infrastructure	18,676	10,141	7,486	859	190
Total	22,101	12,995	8,056	859	190

A distinction is made between expenditure on new assets, asset renewal, upgrade and expansion. Expenditure on asset renewal is expenditure on an existing asset, or on replacing an existing asset that returns the service of the asset to its original capability. Expenditure on new assets does not have any element of expansion or upgrade of existing assets but will result in an additional burden for future operation, maintenance and capital renewal.

		Summary of Funding Source			
Asset Class	Project Cost	Grants	Contrib. and Other Funding	Council Cash	Borrow- ings
and the second sec	\$'000	\$'000	\$'000	\$'000	\$'000
Property	2,320	470	-	1,850	-
Plant and equipment	1,105	-	-	1,105	-
Infrastructure	18,676	2,339	-	9,337	7,000
Total	22,101	2,809	-	12,292	7,000

Grants - Capital (\$2.809 million)

Capital grants include all monies received from State and Federal governments for the purposes of funding the capital works program. Significant grants budgeted to be received for 2021-22 include funding for Road and carpark renewal, Marngrook Oval improvement works, Eltham North Soccer Pitch Replacement; Church Rd, Panton Hill, widening and guard rail and the Diamond Creek Trail - amenity program. A list of projects with their funding source is provided below in 4.5.2.

Council Cash (\$12.292 million)

It is expected that in 2021-22, \$9.887 million of rates revenue will be used to fund various capital projects.

A number of reserves are set aside for specific purposes. For 2021-22, \$2.155 million will be used to fund part of the new capital works program including:

- · Kangaroo Ground landfill rehabilitation (\$1.06 million);
- Plant and Fleet replacement (\$0.755 million); and
- · Eltham North Soccer Pitch replacement (\$0.340 million).

Borrowings (\$7 million)

Borrowing is proposed to fund tip rehabilitation works at Kangaroo Ground (\$5.0 million) which is in response to and in compliance with the requirements set out by the Environment Protection Authority. \$2 million will be set aside to enable Council to respond to potential Government grant funding opportunities.

4.5.2 Capital works program
For the year ending 30 June 2022
* The below is a schedule of proposed and planned works for the 2020-21 financial year. It is not a list of Council assets.

	Summary of funding sources				
	Project	Grants	Contrib	Council E	
Capital Works Area	Cost			Cash	ings
	\$'000	\$'000	\$'000	\$'000	\$'000
PROPERTY					
LAND		-	-	-	-
LAND IMPROVEMENTS	-	-	-	-	-
BUILDINGS					
Asset renewal expenditure					
Buildings renewal (including public toilets)	1,750	-	-	1,750	-
Total asset renewal expenditure - buildings	1,750	-	-	1,750	-
Asset upgrade expenditure					
Climate and water efficiency fund	100	-	-	100	-
Buildings upgrade (including public toilets)	150	150	-	-	-
CFA Plenty Building Upgrade	105	105	-	-	-
Research toilet works	215	215	-	-	-
Total asset upgrade expenditure - buildings	570	470	-	100	-
TOTAL BUILDINGS	2,320	470	-	1,850	-
BUILDING IMPROVEMENTS	-	-	-	-	-
LEASEHOLD IMPROVEMENTS	-	-	-	-	-
HERITAGE BUILDINGS	-	-	-	-	-
TOTAL PROPERTY	2,320	470	-	1,850	-
PLANT AND EQUIPMENT					
PLANT, MACHINERY AND EQUIPMENT (PM&E)					
Asset renewal expenditure					
Fleet replacement	510	-	-	510	-
Major plant replacement	495	-	-	495	-
Total asset renewal expenditure - PM&E	1,005	-	-	1,005	-
TOTAL PLANT, MACHINERY & EQUIPMENT	1,005			1,005	
FIXTURES, FITTINGS AND FURNITURE (FF&F)					
Asset renewal expenditure					
Playground renewal	100	-	-	100	-
Total asset renewal expenditure -FF&F	100	-	-	100	-
TOTAL FIXTURES, FITTINGS AND FURNITURE	100	-	-	100	-
COMPUTERS AND THE FOOMSUNDATIONS					
	-	-	-	-	-
		-	-	-	-
LIBRARY BOOKS	-	-	-	-	-
TOTAL PLANT AND EQUIPMENT	1,105	-	-	1,105	-
	-,				

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	Summary of funding sources					
Capital Works Area	Project	Grants	Contrib	Council	Borrow.	
Adhirdi Morka Hiled	Cost			Cash	ings	
	\$'000	\$'000	\$'000	\$'000	\$'000	
INFRASTRUCTURE						
ROADS						
Asset renewal expenditure						
Road and carpark renewal	1,642	380	-	1,262	-	
Total asset renewal expenditure - roads	1,642	380	-	1,262	-	
Asset upgrade expenditure						
Road upgrade	280	200	-	80	-	
Ingrams Road Traffic Management	100	100	-	-	-	
Total asset upgrade expenditure - roads	380	300	-	80	-	
Asset expansion expenditure						
Church Rd, Panton Hill, widening and guard rail	290	290	-	-	-	
Road safety	340	-	-	340	-	
Total asset expansion expenditure - roads	630	290	-	340	-	
TOTAL ROADS	2,652	970	-	1,682	-	
BRIDGES						
Asset renewal expenditure						
Bridge renewal	150	100	-	50	-	
Total asset renewal expenditure - bridges	150	100	-	50	-	
TOTAL BRIDGES	150	100	-	50	-	
FOOTPATHS AND CYCLEWAYS						
Asset renewal expenditure				474		
Footpath renewal	474	-	-	474	-	
Total asset renewal expenditure - footpaths	474	-	-	474	-	
Asset expansion expenditure	400			400		
Footpaths new	190	-	-	<u>190</u> 190	-	
Total asset expansion expenditure - footpaths New asset expenditure	190	-	-	190		
Elizabeth Street, Diamond Creek - carpark footpath connection	60	60	-	-	-	
Total new asset expenditure - footpaths	60	60	-	-		
TOTAL FOOTPATHS AND CYCLEWAYS	724	60	-	664	-	
DRAINAGE						
Asset renewal expenditure						
Drainage (reactive)	200	-	-	200	-	
Total asset renewal expenditure - drainage	200	-	-	200	-	
Asset upgrade expenditure						
Drainage (proactive)	375	175	-	200		
Total asset upgrade expenditure - drainage	375	175	-	200	-	
TOTAL DRAINAGE	575	175	-	400	-	

		Sum	mary of fun	ding source	es
Control Marka Area	Project	Grants	Contrib	Council I	Borrow.
Capital Works Area	Cost			Cash	ings
	\$'000	\$'000	\$'000	\$'000	\$'000
RECREATIONAL, LEISURE AND COMMUNITY FACILITIES					
Asset renewal expenditure					
Sports infrastructure renewal	60	-	-	60	-
Eltham North Soccer Pitch Replacement	635	295	-	340	-
Trails renewal	350	-	-	350	-
Total asset renewal expenditure - RL&CF	1,045	295	-	750	-
Asset upgrade expenditure Redevelopment of the Diamond Valley Sports and Fitness Centre	3,500	-	-	3,500	-
Funding allocation to potential grant opportunities (if required)	2,000	-	-	-	2,000
Diamond Valley Library Redevelopment	270	-	-	270	-
Diamond Creek Trail - Amenity Program	214	214	-	-	-
Marngrook Oval Improvement Works	300	300	-	-	-
Total asset upgrade expenditure - RL&CF	6,284	514	-	3,770	2,000
New asset expenditure	_,			,	
Quantity surveyor and planning for future grant funding opportunities	80	-	-	80	-
Total new asset expenditure - RL&CF	80	-	-	80	-
TOTAL RECREATIONAL, LEISURE AND COMMUNITY FACILITIES	7,409	809	-	4,600	2,000
PARKS, OPEN SPACE AND STREETSCAPES (POSS)					
Asset renewal expenditure					
Public open space infrastructure renewal	170			170	
Total asset renewal expenditure - POSS	170	-	-	170	-
	170	-	-	170	
Asset upgrade expenditure Panton Hill bushland reserves management plan implementation	60	-	-	60	-
Public open space infrastructure upgrade	150	150			
Total asset upgrade expenditure - POSS	210	150	-	60	-
TOTAL PARKS, O/SPACE & STREETSCAPES	380	150		230	-
WASTE MANAGEMENT	360	150	-	200	-
Asset renewal expenditure					
Landfill rehabilitation	6,310	_	-	1,310	5,000
Total asset renewal expenditure - Waste Management	6,310		-	1,310	5,000
TOTAL WASTE MANAGEMENT	6,310			1,310	5,000
	0,010			1,010	0,000
	-	-	-	-	-
		-	-	-	-
Asset renewal expenditure	450			460	
Disability access works renewal	150	-	-	<u>150</u> 150	
Total asset renewal expenditure - Other Infrastructure	150	-	-	150	-
Asset upgrade expenditure Street trees				95	
	95 50	-	-	95 50	-
Signage (non-regulatory) upgrade		-	-		-
Townships and streetscapes	92	-	-	92	
Total asset upgrade expenditure - Other Infrastructure	237	-	-	237	-

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		Sum	mary of fun	ding sour	ces
Capital Works Area	Project Cost \$*000	Grants \$*000	Contrib \$1000	Council Cash \$'000	Borrow- ings \$'000
Asset expansion expenditure					
Fire fighting water storage tanks	39	25	-	14	-
Total asset expansion expenditure - Other Infrastructure	39	25	-	14	-
New asset expenditure					
Bicycle Hoops in Eltham Activity Centre	50	50	-	-	-
Total new asset expenditure - Other Infrastructure	50	50	-	-	-
TOTAL OTHER INFRASTRUCTURE	476	75	-	401	-
TOTAL INFRASTRUCTURE	18,676	2,339	_	9,337	7,000
TOTAL CAPITAL WORKS 2021-22	22,101	2,809	-	12,292	7,000

2. Summary					
		Sun	nmary of fun	ding sour	ces:
Capital Works Area	Project	Grants	Contrib's	Council	Borrow-
	Cost			Cash	ings
and the second se	\$'000	\$'000	\$'000	\$'000	\$'000
Asset renewal expenditure	12,995	775	-	7,220	5,000
Asset upgrade expenditure	8,056	1,609	-	4,448	2,000
Asset expansion expenditure	859	315	-	544	-
New asset expenditure	190	110	-	80	-
TOTAL CAPITAL WORKS	22,101	2,809	-	12,292	7,000

5. Financial performance indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

l same se a		Notes		ALC: NO.		Strategic Resource Plan		
Indicator	Measure	No	Forecast 2020-21	Budget 2021-22	P 2022-23	rojections 2023-24	2024-25	Trend +/o/-
Operating position			2020-21	LUEITEL	LULLEV	2020-24	2024-20	
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	(7.5%)	(1.2%)	0.1%	1.5%	2.4%	+
Liquidity								
Working Capital	Current assets / current liabilities	2	116%	77%	48%	44%	44%	-
Unrestricted cash	Unrestricted cash / current liabilities	3	47.5%	(5.5%)	(57.6%)	(62.4%)	(69.3%)	-
Obligations								
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	4	19.9%	24.3%	19.2%	16.5%	13.9%	o
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		1.9%	5.7%	5.1%	2.9%	2.8%	+
Indebtedness	Non-current liabilities / own source revenue		32.9%	29.8%	24.7%	20.1%	16.6%	+
Asset renewal	Asset renewal expenses / depreciation	5	57.0%	104.0%	78.5%	74.7%	68.5%	o
Stability								
Rates concentration	Rate revenue / adjusted underlying revenue	6	74.6%	73.9%	74.3%	74.5%	74.6%	o
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.32%	0.33%	0.34%	0.34%	0.35%	o
Efficiency								
Expenditure level	Total expenses/ no. of property assessments Residential rate		\$4,074	\$3,994	\$4,038	\$4,058	\$4,105	o
Revenue level	revenue / no. of residential property assessments		\$2,806	\$2,899	\$2,943	\$2,996	\$3,056	o
Workforce turnover	No. of permanent staff resignations & terminations / average no. of permanent staff for the financial year		7.8%	10.0%	10.0%	10.0%	10.0%	o

Nillumbik Shire Council Budget 2021-2022

Key to Forecast Trend:

- + Forecasts improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

Notes to indicators

1 Adjusted underlying result

An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Improvement in financial performance expected over the period.

Council is projecting to achieve surpluses and projected financial sustainability remains a priority and challenge for Council.

2 Working Capital

The proportion of current liabilities represented by current assets. The working capital forecast remains steady, Council will continue to maintain the ability to service short term obligations.

The working capital indicator is showing Council will be able to service its projected short-term obligations into the future. The result also considers specific purpose grant funding which contributes to the trend.

3 Unrestricted cash

The trend is reflective of Council's ongoing reliance on grant funding to deliver projects / programs. This further highlights the need for Council to explore other revenue generating streams to maintain financial sustainability in the longer term.

4 Debt compared to rates

The results illustrate Council's commitment to pay down existing loans. Council is projecting borrowings of \$7 million in 2021-2022.

5 Asset renewal

A strong focus is placed on Council's capital works program with asset renewal playing a significant role. The trend indicates Council will maintain an adequate level of renewal spending over the next ten years.

6 Rates concentration

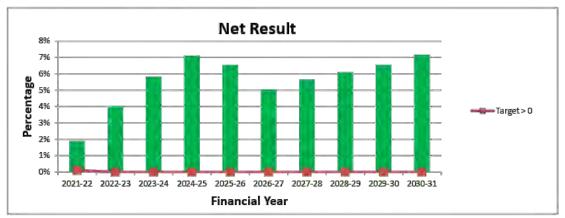
Reflects extent of reliance on rate revenues to fund all of Council's on-going services. The trend indicates Council will have a continual reliance on rate revenue compared to all other revenue sources.

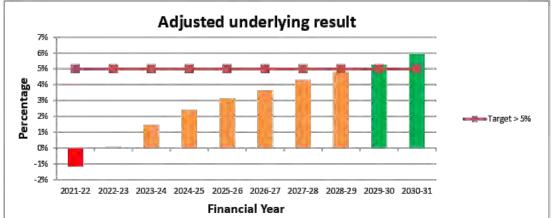
No significant changes are projected to Council operations, with the reliance on rates projected to remain consistent indicating no significant growth in rateable assessments.

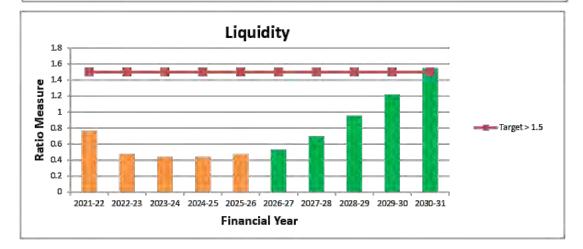
Financial Sustainability Performance

This appendix outlines Council's performance against the adopted financial sustainability plan indicators for the period 2021-22 to 2030-31

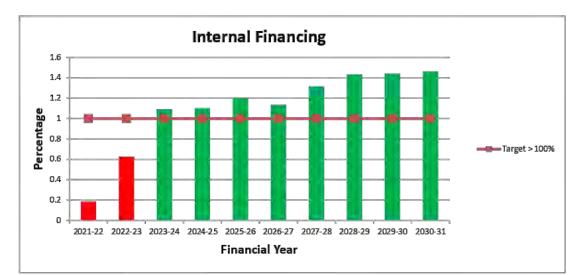


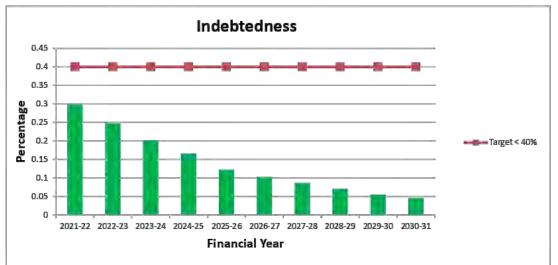


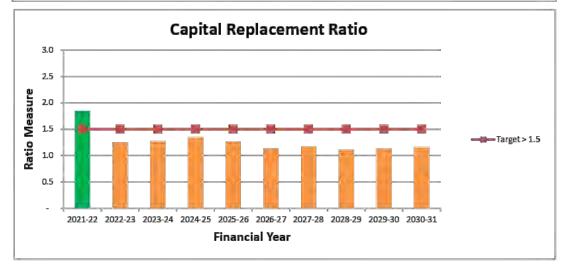




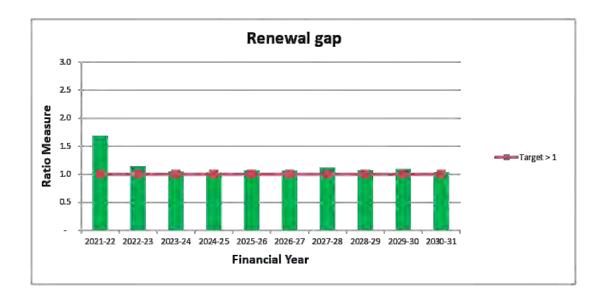
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Nillumbik Shire Council Budget 2021-2022



Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
Waste Management		*	
Bin Tows	Each	30.00	30.00
120 litre green waste bin	Each	80.00	80.00
240 litre green waste bin	Each	95.00	95.00
80 litre landfill bin	Each	70.00	70.00
120 litre landfill bin	Each	80.00	80.00
140 litre landfill bin	Each	85.00	85.00
120 litre recycling bin	Each	80.00	80.00
240 litre recycling bin	Each	95.00	95.00
Recycling & Recovery Centre		1	
Minimum charge	1	-	25.00
Car Boot	1	48.00	50.00
Station Wagon	1	+	62.00
Small Utility/Van	1		76.00
		-	
Medium Utility/Van	1	110.00	114.00
Large Ute	1		120.00
Large Van	1	1	139.00
6 x 4 Trailer	1	99.00	102.00
6 x 4 Trailer High Side	1	136.00	141.00
7 x 5 Trailer	1		118.00
7x5 Trailer High Side	1		139.00
Medium Utility or Van	1		114.00
8 x 6 Tandem Trailer	1		141.00
8 x 6 Tandern Trailer High Side	1	1	152.00
White Goods - Refrigerator, Air-conditioners, Freezer etc.	1		45.00
Mattress - King / Queen / Double	1	46.00	48.00
Mattress - Single / Baby	1	33.00	34.00
Car Tyre	1		19.00
Car Tyre with Rim	1		22.00
4WD Tyre	1		23.00
4WD Tyre with Rim	1		26.00
Motor Bike Tyre	1		16.00
Motor Bike Tyre with Rim	1	16.00	16.00
Truck Tyre	1	40.00	42.00
Truck Tyre with Rim	1	46.00	48.00
Large Tractor Tyre	1		173.00
	Per litre	No charge	
Motor Oil	1	4 <u> </u>	No charge
Car Battery		No charge	No charge
Scrap Metal (including stoves and washing machines)	1	1	No charge
Household Recycling - paper, cardboard & containers	1	No charge	No charge
Council Over the Counter native vegetation offset program		I TRACK CONTRACT	
General Habitat Unit (GHU) - Over the Counter native vegetation offset	Per unit	141,885.00	141,885.00
Species Habitat Unit (SHU) - Over the Counter native vegetation	Per unit	147.000.00	147.000.00
offset	Per unit	147,000.00	147,000.00
Infrastructure			
	Building over easement (maximum fee)	As per Building Control Commission Rates (TBA)	As per Building Control Commission Rates (TBA)
Dispensations	Front fence at corner (maximum fee)	As per Building Control Commission Rates (TBA)	As per Building Control Commission Rates (TBA)
	Land subject to flooding (maximum fee)	As per Building Control Commission Rates (TBA)	As per Building Control Commission Rates (TBA)
Subdivision supervision and plan checking	3.25% of actual costs of works - fees set by Subdivision Act plus GST (Fee rate set by requirements of the Subdivision Act)	As per Building Control Commission Rates (TBA)	As per Building Control Commission Rates (TBA)
Subdivision plan checking resubmission fee	3.25% of actual costs of works - fees set by Subdivision Act plus GST (Fee rate set by requirements of the Subdivision Act)	no charge	As per Building Control Commission Rates (TBA)
Minor drainage supervision and plan checking	Flat rate (scaled for number of allotments)	3.25% of estimated cost of works	1-3 lots: \$620 4-10 lots: \$850 >10 lots: 3.25% of estimated cost of works
Minor drainage plan checking resubmit fee	Flat rate	no charge	140.00
	Per hour	95.00	95.00
Pit Opening - excluding traffic management			128.08
Pit Opening - excluding traffic management Copy of additional approved engineering plans	Flat rate	130.00	130.00
	Flat rate Per traffic guidance scheme	130.00	130.00

Nilumbik Shire Council Budget 2021-2022

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
Capital Works		A	A State State Street
Storm Water and Drainage Information		As per Building Control Commission Rates (TBA)	As per Building Control Commission Rates (TBA)
Road Opening Permits - Works (other than minor works detailed Arterial road - conducted on any part of the roadway, shoulder or	pelow): Per site	Monetary Fee Unit	Monetary Fee Unit
pathway Arterial road - not conducted on any part of the roadway, shoulder or	Per site	Monetary Fee Unit	Monetary Fee Unit
pathway Local road where maximum speed limit at anytime is more than 50 kph - conducted on any part of the roadway, shoulder or pathway	Per site	Monetary Fee Unit	Monetary Fee Unit
Local road where maximum speed limit at anytime is more than 50 kph - not conducted on any part of the roadway, shoulder or pathway	Per site	Monetary Fee Unit	Monetary Fee Unit
Local road where maximum speed limit at anytime is not more than 50 kph - conducted on any part of the roadway, shoulder or pathway	Per site	Monetary Fee Unit	Monetary Fee Unit
Local road where maximum speed limit at anytime is not more than 50 kph - not conducted on any part of the roadway, shoulder or pathway	Per site	Monetary Fee Unit	Monetary Fee Unit
Minor Works conducted by utilities or public transport provider t	hat are traffic impact works :		
Arterial road - conducted on any part of the roadway, shoulder or pathway	Per site	Monetary Fee Unit	Monetary Fee Unit
Arterial road - not conducted on any part of the roadway, shoulder or pathway	Per site	Monetary Fee Unit	Monetary Fee Unit
Local road where maximum speed limit at anytime is more than 50 kph - conducted on any part of the roadway, shoulder or pathway	Per site	Monetary Fee Unit	Monetary Fee Unit
Local road where maximum speed limit at anytime is more than 50 kph - not conducted on any part of the roadway, shoulder or pathway	Per site	Monetary Fee Unit	Monetary Fee Unit
Local road where maximum speed limit at anytime is not more than 50 kph - conducted on any part of the roadway, shoulder or pathway	Per site	Monetary Fee Unit	Monetary Fee Unit
Local road where maximum speed limit at anytime is not more than 50 kph - not conducted on any part of the roadway, shoulder or pathway	Per site	Monetary Fee Unit	Monetary Fee Unit
Vehicle Crossing	Persite	189.00	250.00
Landscaping of nature strip Stormwater Drainage Connection:	Per site	Monetary Fee Unit	Monetary Fee Unit
- Easement or connection not requiring road opening	Per site	Monetary Fee Unit	Monetary Fee Unit
- Connection requiring road opening	Per site	Monetary Fee Unit	Monetary Fee Unit
Asset Protection		378.00	378.00
Reinstatement Costs			515100
Asset Reinstatements	Council claims actual cost of works plus a 30% surcharge plus GST		
Road Pavements	2m ² to 10m ² (per m ²) Greater than 10m ² (per m ²)	As per contract rates As per contract rates	As per contract rates As per contract rates
Footpath & Crossovers - Minimum charge of 2 m ² or 2 lineal metr These rates are charged for all reinstatements unless prior agree			
- Footpaths	Asphalt, 75mm concrete, pitcher or flag type (per m ²)	As per contract rates	As per contract rates
- Crossovers	150mm concrete (per m ²)	As per contract rates	As per contract rates
Industrial Vehicular Crossing Kerb & Channel	Up to 175mm reinforced concrete (per m ^a) Concrete, dish gutters and spoon drains concrete kerb	As per contract rates	As per contract rates
	(per lineal m) Per lineal metre	As per contract rates	As per contract rates
Saw Cutting Traffic Control	Per controller (per hour)	As per contract rates As per contract rates	As per contract rates As per contract rates
Following surcharges will apply for all concrete reinstatements v	orks:		
Under 10m ² - 30% surcharge on invoice price Under 20m ² - 15% surcharge on invoice price			
Above 20 m ² - no surcharge applied			
Edendale Farm Community Environment Centre			
School Program Fees (1 July to 31 December)	Des shild (4 hour)	E 00	0.00
School program School program	Per child (1 hour) Per child - 1/2 day	5.80	6.60 15.10
School program	Per child - 3/4 day	17.00	19.25
School program	Per child - Full day	19.50	22.00
Preschool (excursion)	Per child (1 session)	7.80	8.80
Preschool (excursion)	Per child (2 session)	13.40	15.20
Preschool (excursion)	Per child (3 session)	15.80	17.60
Incursions School visit/talk	Per class	180.00 - 1,000.00 140.00	198.00 - 1,100.00 154.00
School Program Fees (1 January to 30 June)	Flat rate per hour	140.00	134.00
			En a fana ana ina
	Per child (1 hour)	6.60	Fee for service
School program School program	Per child (1 hour) Per child - 1/2 day	6.60 15.10	Fee for service
School program			

Nilumbik Shire Council Budget 2021-2022

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
Preschool (excursion)	Per child (1 session)	8.80	Fee for service
Preschool (excursion)	Per child (2 session)	15.20	Fee for service
Preschool (excursion)	Per child (3 session)	17.60	Fee for service
Incursions	Per class	198.00 - 1,100.00	Fee for service
School visit / talk	Flat rate per hour	154.00	Fee for service
ourses visite tain		101.00	100101301100
	Total direct costs of course divided by minimum		
	number of enrolments:		
	Direct costs (e.g.)		
	- tutor		
	- materials		
	- equipment		
	- venue hire		
Workshops	- catering	Fee for service	Fee for service
	Plus indirect costs		
	 staffing & administration calculated at \$26 per 		
	program hour		
	All costs take into account CPI and GST where		
	applicable.		
	Fees will be adjusted to take into consideration the		
	target group i.e. holders of concession cards		
and Cohoninghate CON - Star for and in	- Jer groep net minario et termeraaten terrea		
Local School rebate 50% of fee for service		1	
Other Fees			
Festival and event entry	Per person	10.00 - 50.00	10.00 - 50.00
Admissions - child (age 2 and over)	Child	Donation	Donation
Admission - adult	Adult	Donation	Donation
Farm Tour	Per child	9.50	9.50
Farm Tour	Per adult	10.50	10.50
Farm Tour	Adult concession	8.00	8.00
Eggs	Per dozen	8.00	8.00
Worms	Per batch	50.00 - 55.00	50.00 - 55.00
Poultry	Per head	At market price	At market price
Cattle	Per head		and the second data was and the second data was a second data was a second data was a second data was a second
		At market price	At market price
Sheep	Per head	At market price	At market price
Goats	Per head	At market price	At market price
Vegetable & Herb Seedlings	Per punnet or pot	2.00 - 5.00	2.00 - 5.00
Plants	Per tube	2.00 - 6.00	2.00 - 6.00
Plants	Per pot	5.00 - 75.00	5.00 - 75.00
Plants	Special	1.00 - 5.00	1.00 - 5.00
Stakes (3)	Per set	2.75	3.30
Stakes (50)	Per bundle	43.00	50.00
Tree Guards	Each	0.80	0.90
Planting Kit (Stake & tree guard)	Per set	3.50	4.00
Compost Bin	220 litre	59.50	59.50
Compost Mate	Each	22.00	22.00
Worm Factories	Standard	93.50	93.50
		5.00 - 13.00	
Worm Factory Spare Parts	Each		5.00 - 13.00
Indian Myna Traps	Each	66.00	70.00
Room Hire - Standard (Mummery and Macey rooms)			
Monday to Friday	Day time - 4 hours	185.00	190.50
Monday to Friday	Night time	185.00	190.50
Saturday and Sunday	Day time - 4 hours	185.00	190.50
Saturday	Night time	185.00	190.50
Monday to Friday	Per hour (max. 2 hours)	50.00	51.50
Kitchen use charge	Per day	42.00	43.00
Cleaning levy	Per event (if required)	160.00	165.00
Bond	Per event (if required)	250.00 - 1000.00	250.00 - 1000.00
Staff lock up fee	Night time	157.50	162.00
Room Hire - Community, local small business & Not For Profit o		101.00	192.00
Monday to Friday	Day time - 4 hours	132.00	136.00
	Night time	132.00	
Monday to Friday			136.00
Saturday and Sunday	Day time - 4 hours	132.00	136.00
Saturday	Night time	132.00	136.00
Any day	Per hour (max. 2 hours)	35.00	36.00
Kitchen use charge	Per day	42.00	43.00
Cleaning levy	Per event (if required)	162.00	168.00
Bond	Per event (if required)	250.00 - 1000.00	250.00 - 1000.00
Staff lock up fee	Night time	155.00	159.50
Room Hire - Council and LLN (Mummery & Macey rooms)			
Monday to Friday	Day time - 4 hours	132.00	136.00
Monday to Friday	Night time	132.00	136.00
Saturday and Sunday	Day time - 4 hours	132.00	136.00
Saturday	Night time	132.00	136.00
Any day	Per hour (max. 2 hours)	35.00	36.00
Kitchen use charge	Per day	42.00	43.00
Cleaning levy	Per event (if required)	162.00	168.00
Bond	Per event (if required)	250.00 - 1000.00	250.00 - 1000.00
	Night time	155.00	159.50
Staff lock up fee	ITANGER MENS		
Staff lock up fee Room Hire - Standard (Gaston & Cox rooms)	rught une	105.00	100.00

Nilumbik Shire Council Budget 2021-2022

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Macaday De Trady Tagle Time 138.00 138.00 Standay of Standay of Standay Tight Time 138.00 138.00 Standay of Standay Tight Time 138.00 138.00 138.00 Standay of Standay Tight Time 138.00 100.00 <	Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
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		Desteam	150.00	464.00

Nilumbik Shire Council Budget 2021-2022

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
B Grade	Per team	138.00	139.00
C Grade	Per team	125.00	125.90
D Grade	Per team	113.00	113.80
Casual Ground Use			
Commercial Hire	Per day	400.00	402.80
Commercial Hire	Per 1/2 day	240.00	241.70
Commercial Use	Additional hourly charge	115.00	115.80
Community Use	Per day	120.00	120.80
Community Use	Per 1/2 day	73.00	73.50
Community Use	Additional hourly charge	26.00	26.20
School Fees			
Schools within Nillumbik	Perhour	27.00	27.20
Schools outside Nillumbik	Perhour	42.00	42.30
Zone events	Per day	257.00	258.80
Zone events	Per 1/2 day	131.00	131.90
Synthetic Soccer Pitch			~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~
Local club use	Per hour	46.00	46.30
School use	Per hour	63.00	63.40
Other user groups	Per hour	69.00	69.50
Academy programs		84.00	84.60
Floodlight use (casual users only)	Per hour	59.00	59.40
Personal Training / Group Fitness		88.88	1 00.10
Monthly Hire	Recurring	125.00	125.90
Casual Hire	Half day	195.00	196,40
Casual Hire	Full day	300.00	302.10
Building Services	1 on out	000.00	002.10
Building Permit (within Nillumbik)	Value of works between \$1 - \$5,000	750.00	POA - Minimum 750 (includes a maximum of 2 inspections)
Building Permit (within Nillumbik)	Value of works between \$5,001 - \$15,000	1,000.00	POA - Minimum 1,000 (includes a maximum of 2 inspections)
Building Permit (within Nillumbik)	Value of works between \$15,001 - \$50,000	1,200.00	POA - Minimum 1,200 (includes a maximum of 3 inspections)
Building Permit (within Nillumbik)	Value of works between \$50,001 - \$100,000	1,500.00	POA - Minimum 1,500 (includes a maximum of 3 inspections)
Building Permit (within Nillumbik)	Value of works between \$100,001 - \$150,000	1,600.00	POA - Minimum 1,600 (includes a maximum of 4 inspections)
Building Permit (within Nillumbik)	Value of works between \$150,001 - \$200,000	1,900.00	POA - Minimum 1,900 (includes a maximum of 4 inspections)
Building Permit (within Nillumbik)	Value of works between \$200,001 - \$300,000	2,000.00	POA - Minimum 2,000 (includes a maximum of 4 inspections)
Building Permit (within Nillumbik)	Value of works between \$300,001 - \$400,000	2,250.00	POA - Minimum 2,250 (includes a maximum of 4 inspections)
Building Permit (within Nillumbik)	Value of works between \$400,001 - \$1,000,000	2,350.00	POA - Minimum 2,350 (includes a maximum of 4 inspections)
Building Permit (within Nillumbik)	Value of works \$1,000,001 and over	POA	POA
Building Permit (within Nillumbik) - Additional inspections	Fee per additional inspection (beyond quantity	150.00	165.00
	provided for in permit contract)		
Building Inspection (within Nillumbik)	Perhour	160.00	175.00
Building Inspection (outside Nillumbik boundaries)	Per hour	190.00	220.00
Multiple Dwelling Application (within Nillumbik)	Per application (Excludes apartment building applications - considered under commercial)	POA	POA
		750.00	750.00
Building Permit (within Nillumbik) - Demolition Permit Building Permit (within Nillumbik) - Sheds, carports, non masonry garages, verandas (\$15,000 - \$30,000)	Per demolition permit application Per building permit application	750.00	750.00
Additional application fee	Fee in addition to relevant Building Permit fee, depending on the complexity of the application and extent of assistance/effort/time required to process the application	POA - Min \$100	POA - Min \$100 (\$220 per hour for Building Surveyor & \$80 per hour for administration support)

Nilumbik Shire Council Budget 2021-2022

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
Building Permit (Outside Nillumbik boundaries)	Fee per building permit application	POA	POA
Multiple Dwelling Application (Outside Nillumbik boundaries)	Per application (Excludes apartment building applications - considered under commercial)	POA	POA
Report & Consents (Dispensations)	As set by VBA	290.40 + CPI	290.40 +CPI
Amended Plans	Per application to amend plans	POA - Min \$250	POA - Min \$250
Extension of Time	Per application for extension of time	300.00	300.00
Above Ground Swimming Pool (within Nillumbik)	Per application	850.00	850.00
Certificate of pool and spa barrier compliance	Per application - includes 3 inspections	650.00	650.00 (less \$150.00 for each inspection not utilised)
Lodgement fee for registration of pools and spas	Per application	31.80 + CPI	31.80 +CPI
Pools and spas search fee	Per application - Not applicable if the application to register a swimming pool with Council includes a copy of CFI or Building permit that confirms date of construction of the swimming pool/spa	47.20 + CPI	47.20 +CPI
Lodgement of Certificate of swimming pool and spa barrier compliance	Per application	20.40 +CPI	20.40 +CPI
Lodgement of Certificate of pool and spa barrier noncompliance	Per application	385.10 + CPI	385.10 +CPI
Building Inspection for selected Private Building Surveyor (within Nillumbik)	Per building inspection	250.00	250.00
Building Inspection for selected Private Building Surveyor (outside Nillumbik boundaries)	Per building inspection	300.00	300.00
Building Prosecution Administration and Withdrawal Fee	Per building order withdrawal (Fee maybe waived/varied at the discretion of the Municipal Building Surveyor in circumstances where the issue of the Building Order has occurred due to events that have been outside the owner(s) control - e.g. house fire, vehicular collision)	850.00	850.00
Building Notice Administration and Withdrawal Fee	Per request for withdrawal of building notice (Fee maybe waived/varied at the discretion of the Municipal Building Surveyor, where the issue of the Building Notice is as a result of factors that have been outside the owner's control)	650.00	650.00
Permission to retain illegal structures	Value of works	POA - 1.5 x applicable cost of building permit fee (based on cost of works)	POA
Building Miscellaneous	Per property information request - Building form 10, As advised by VBA	47.20 + CPI	47.20 + CPI
Building Miscellaneous	Per priority request - additional charge for priority property information request - 24 hour turnaround	40.00	40.00
Building Miscellaneous	Per request for house plans (electronic copies only).	100.00	110.00
Building Miscellaneous	Per request for Commercial & Industrial Plans (Depends on number of plans) - electronic	200.00	200.00
Building Miscellaneous	Per hard copy page for Commercial & Industrial Plans (Depends on number of plans) - A4	0.20	0.20
Building Miscellaneous	Per hard copy page for Commercial & Industrial Plans (Depends on number of plans) - A3	0.50	0.50
Building Miscellaneous	Per hard copy page for Commercial & Industrial Plans (Depends on number of plans) - A0	5.00	5.00
Building Miscellaneous	Per external lodgement - commercial (Set by VBA)	121.90 + CPI	121.90 +CPI
Building Miscellaneous	Per external lodgement - residential (Set by VBA)	121.90 + CPI	121.90 + CPI
Building Surveying Consultancy	Consultancy service/advice per hour - General building surveying advice, pre-application advice. Applications which require additional work, effort or technical advice will attract consultancy charges. Any application where priority service is requested will attract a consultancy charge.	220.00	220.00
Liquor Licence Inspection and Report fee	Per inspection and report request	750.00	750.00
Bushfire Attack Level	Per request and assessment	250.00	315.00
Report and Consent 604	Per application	290.40 +CPI	290.40 +CPI
Hoarding Permit (Street Occupation)	Per occupied area, or minimum fee	\$5 per m2 per week or min \$200 per week	\$5 per m2 per week or min \$200 per week

Nilumbik Shire Council Budget 2021-2022

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Attachments - 204

Appendix 1

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
Commercial building permits (within or outside Nillumbik)	Value of works up to \$50,000	1,500.00	POA (fees to be determined at a rate of \$220 per hour for Building Surveying support, \$80 per hour for administrative support, and \$165 per required inspection)
Commercial building permits (within or outside Nillumbik)	Value of works between \$50,001 - \$200,000	2,500.00	POA (fees to be determined at a rate of \$220 per hour for Building Surveying support, \$80 per hour for administrative support, and \$165 per required inspection)
Commercial building permits (within or outside Nillumbik)	Value of works between \$200,001 - \$1,000,000	3,000.00	POA (fees to be determined at a rate of \$220 per hour for Building Surveying support, \$80 per hour for administrative support, and \$165 per required inspection)
Commercial building permits (within or outside Nillumbik)	Value of works greater than \$1,000,001	POA	POA (fees to be determined at a rate of \$220 per hour for Building Surveying support, \$80 per hour for administrative support, and \$165 per required inspection)
Commercial building inspection (within or outside Nillumbik)	Per inspection	200.00	200.00
Occupancy Permit - Place of Public Entertainment (POPE)	Event conducted by Council or community based organisation with less than 5,000 attendees at any one time - site inspection during business hours.	No fee charged	No fee charged
Occupancy Permit Inspection Fee - Place of Public Entertainment (POPE)	Event conducted by Council or community based organisation with less than 5,000 attendees at any one time - site inspection outside business hours.	200.00	220.00
Occupancy Permit - Place of Public Entertainment (POPE)	Event conducted through Council or community based organisation with greater than 5,000 attendees at any one time	450.00	460.00
Occupancy Permit - Place of Public Entertainment (POPE)	Event conducted by a natural person or body corporate (business) with less than 5,000 attendees at any one time	750.00	765.00
Occupancy Permit - Place of Public Entertainment (POPE)	Event conducted by a natural person or body corporate (business) with greater than 5,000 attendees at any one time	1,450.00	1,480.00
Occupancy Permit Inspection Fee - Place of Public Entertainment (POPE)	Inspection fee per hour if an inspection is required outside standard business hours - for event conducted by a natural person or body corporate (business)	200.00	200.00
Occupancy Permit - Place of Public Entertainment (POPE) - Events held within a building	Event conducted within a building	POA	POA
Siting of temporary structures	Per siting request/application approval	300.00	330.00
Siting of temporary structures	Inspection fee per hour if an inspection is required outside standard business hours	200.00	200.00
Community Safety			
Impounding Livestock	Labour - ordinary per hour	53.00	53.00
Impounding Livestock	Labour - time and a half per hour	80.00	80.00
	Labour - double time per hour	105.00	105.00
Impounding Livestock	THE		
Impounding Livestock	Trespass sheep/goat/pig per head	27.00	27.00
Impounding Livestock Impounding Livestock	Trespass other cattle per head	32.00	32.00
Impounding Livestock			

Nilumbik Shire Council Budget 2021-2022

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
mpounding Medium Livestock	Sustenance - sheep/goat/pig per day	22.00	22.00
Impounding Large Livestock	Sustenance - cattle/horse per day	27.00	27.00
	Pound fees	22.00	22.00
mpounding Livestock			
Impounding Livestock	Posting notice	27.00	27.00
mpounding Livestock	Insertion of notice in newspapers	47.50	47.50
mpounding Livestock	Advertisement cost	Atcost	At cost
Dog Pound - Release	Release same day	57.00	57.00
Dog Pound - Release	Release - one day	90.00	90.00
Dog Pound - Sustenance	Sustenance per day	32.00	32.00
Animal Registration	Dog maximum fee	200.00	200.00
Animal Registration	Dog reduced fee (Micro chipped only. Excludes new registrations)	102.00	102.00
Animal Registration	Dog minimum fee (Desexed)	52.00	52.00
Animal Registration	Cat maximum fee	300.00	300.00
Animal Registration	Cat reduced fee (Micro chipped only)	102.00	102.00
Animal Registration	Cat minimum fee (Desexed)	52.00	52.00
Animal Registration	Transfer	10.50	10.50
Animal Registration		11.00	11.00
	Replacement tag		
Animal Registration	Pensioner registration of any animal	1/2 Std Fee	1/2 Std Fee
Animal Registration	Domestic animal business	385.00	385.00
Animal Registration	Dangerous/restricted breed	385.00	385.00
Local Law Permits	More than animals specified in Local Law	110.00	110.00
Local Law Permits	Pensioner concession - animal permit	55.00	55.00
Local Law Bonds	Cat cage holding fee (refundable)	50.00	50.00
Local Law Permits	Outdoor eating facilities - 1st table	194.00	194.00
	- Thereafter	102.00	102.00
Local Law Permits	Temporary signs and A Frames	122.00	122.00
Local Law Permits	Temporary real estate signage (multiple signs/year)	500.00	500.00
Local Law Permits	Goods/furniture on footpaths	204.00	204.00
Local Law Permits	Busking per day	47.50	20.00
Local Law Permits	Commercial fairs	1,935.00	1,935.00
Local Law Permits	Storage on roads per day	47.50	47.50
Local Law Permits	Skips	47.50	47.50
Local Law Permit	Skip bin - annual consent	-	550.00
Local Law Permits	Use of motorised toy vehicles on private property	95.00	95.00
Local Law Permits	Burning off	-	-
Local Law Permits	Road side vending (per day)	185.00	185.00
Local Law Permits	Road side vending (half day = 4hrs)	97.00	97.00
Local Law Permits	Road side vending (per annum)	Refer day rate	Refer day rate
Local Law Permits	Caravans	104.00	104.00
Local Law Permits	Camping on Council land per day	27.00	27.00
Local Law Releases	Shopping trolleys per item	104.00	104.00
Local Law Releases	Charity bins per item	104.00	400.00
Local Law Releases		104.00	750.00
	Skips per item		and the second se
Local Law Releases	Caravans and trailers	0.00	400.00
Local Law Releases	A frames & signs	120.00	120.00
.ocal Law Releases	Miscellaneous small items	104.00	104.00
local Law Releases	Miscellaneous medium items	0.00	250.00
Local Law Releases	Miscellaneous large items	104.00	400.00
Parking Fines	Section 87(4) of the Road Safety Act 1986 60% of one penalty unit	0.6 Penalty Unit	0.6 Penalty Units
Parking Fines	Infringement Court fees (as advised)	As advised	As advised
Parking Fines	Witness fees (as awarded)	As awarded	As awarded
Derelict Vehicles	Release	209.00	209.00
Derelict Vehicles	Towing	163.00	175.00
Derelict Vehicles	Storage per additional day - motor vehicles, caravans,	26.00	26.00
Parking Permits	trailers	60.00	50.00
Parking Permits	Resident schemes	52.00	52.00
Parking Permits	Resident schemes - Temporary 5-day	52.00	52.00
Parking Permits	Private parking permits	22.00	22.00
Parking Permits	Disabled parking	-	-
Parking Permits	Disabled parking - replacement	-	-
Parking Permits	Eltham Traders Permit Scheme - Annual permit	100.00	100.00
Parking Permits	Eltham Traders Permit Scheme - Casual permit	0.00	2.00
Parking Permits	Trade/Builders parking permit / day	52.00	52.00
Filming Permits	Application Fee - Filming	200.00	200.00
	Application Fee - Filming Application Fee - Stills photography	100.00	100.00
Filming Permits		100.00	100.00
Filming Permits	Application Fee (Student or Not For Profit)	700.00	-
Filming Permits	Use of Council Reserve / Facility - per day	700.00	700.00
Filming Permits	Use of Council Reserve / Facility - half day	350.00	350.00
Filming Permits	Parking - car / day	40.00	40.00
Filming Permits	Parking - truck / day	80.00	80.00
Filming Permits	Low impact permit fee (in addition to application fee)	150.00	150.00
-iming Permits			

Nilumbik Shire Council Budget 2021-2022

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
Environmental Health			
Initial Registration of Food Premises	Class One Premises	655.00	655.00
Initial Registration of Food Premises	Class Two Premises	765.00	765.00
Initial Registration of Food Premises	Class Three Premises	455.00	455.00
Plans Approval Fee of Premises	Premises	178.00	178.00
Initial Registration of Food Premises	Community Group - Class 2	600.00	600.00
Initial Registration of Food Premises	Community Group - Class 3	450.00	450.00
Notification of Food Premises	Class Four Premises	-	-
Renewal Registration of Food Premises	Class One Premises	570.00	570.00
Renewal Registration of Food Premises	Class Two Premises	670.00	670.00
Renewal Registration of Food Premises	Class Three Premises	375.00	375.00
Renewal Registration of Food Premises	Community Group - Class 2	345.00	345.00
Renewal Registration of Food Premises	Community Group - Class 3	187.00	187.00
Food Premises Additional inspection	Other than mandatory inspection and 1 follow up	150.00	150.00
Food Premises Associated Activity	Where a proprietor chooses to register fixed premises and associated mobile premises together this additional fee applies to the mobile premises (instead of individual street-trader fees)	124.00	124.00
Temporary Food Premises Permit	Single event	90.00	90.00
Temporary Food Premises Permit	Community group single event	45.00	45.00
Pre Purchase Inspection	Food or health premises	182.00	182.00
Failed sampling result	2nd and subsequent sampling results	187.00	187.00
Street-trader Registration	Class Two premises	254.00	254.00
Street-trader Registration	Class Three premises	170.00	170.00
Street-trader Registration	Community Group - Class 2	0.00	128.00
Street-trader Registration	Community Group - Class 2	0.00	85.00
Saccradici registatori		0.00	00.00
Additional Component	Per additional component (eg bakery, butcher, deli) to main activity	150.00	150.00
Additional Staff	Additional charge per staff EFT over 5 for all premises	10.00	10.00
Hairdresser Registration - Initial only	1	178.00	178.00
Beauty Therapy Registration	1	208.00	208.00
Beauty Therapy Renewal	1	208.00	208.00
Skin Penetration Registration	1	254.00	254.00
Skin Penetration Renewal	4	254.00	254.00
Skil Pelleualoli Rellewal	Fee fee < 40 hode		
	Fee for < 10 beds	290.00	290.00
Prescribed Accommodation	Fee for 10 - 20 beds	470.00	470.00
	Fee for > 20 beds	600.00	600.00
Aquatic Facility Registration	Category 1 Aquatic Facility	0.00	275.00
Aquatic Facility Renewal	Category 1 Aquatic Facility	0.00	275.00
Health - Colonic Irrigation Registration	1	208.00	208.00
Health - Colonic Irrigation Renewal	1	208.00	208.00
Domestic Wastewater Management (cost recovery)		200.00	200.00
Septic Application	1	477.50	48.88 fee units
Minor Alteration to OWMS	1		37.25 fee units
Transfer a permit	1		9.93 fee units
Amend a permit	1		10.38 fee units
Renew a permit	1		8.31 fee units
Exemption	1		14.67 fee units
Report and Consent	1	As advised	As advised
Search for septic plans	I leaduring all increases in a second	47.20	47.50
Application to Retain Septic System in Reticulated Area	Includes site inspection, records search and one water	415.00	415.00
	sample analysis		
Statutory Planning			
Planning Miscellaneous - History	Per request - general planning information (permits & dates etc.)	153.00	153.00
Planning Miscellaneous - Written Planning Advice	Per request - for written planning information/advice	153.00	153.00
Planning Miscellaneous - Copy of permit	Copy of permit (price per permit, without endorsed plans)	-	70.00
Planning Miscellaneous - Permit Information (1 Permit)	Planning permit details (copies of permits, including endorsed plans, price per permit). One permit	132.60	132.60
Planning Miscellaneous - Permit information (2 Permits)	Planning permit details (copies of permits, including endorsed plans, price per permit) Search last permit. Two permits	249.90	249.90
Planning Miscellaneous - Multiple Permit Information	Planning permit details (copies of permits, including endorsed plans, price per permit) Search all permits	377.40	377.40
Planning Miscellaneous - Form 29A Building Demolition Request	Per request - Section 29A Building Demolition Request	85.20 + CPI	85.20 + CPI
Planning - Miscellaneous Consents	Miscellaneous consents (eg. S173)	331.50	331.50
	Request for extension of time to permit - first request	325.00	325.00
Planning - Extension of Time (1st)	Request for extension of time to permit - first request		
Planning - Extension of Time (1st) Planning - Extension of Time (Subsequent)	Request for extension of time to permit - subsequent requests	425.00	425.00

Nilumbik Shire Council Budget 2021-2022

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
Permit application class:			
Planning	Class 1	1,318.10 + CPI	1,318.10 + CPI
Planning	Class 2	199.90 + CPI	199.90 + CPI
Planning	Class 3	629.40 + CPI	629.40 + CPI
Planning	Class 4	1288.50 + CPI	1288.50 + CPI
Planning	Class 5	1392.10 + CPI	1392.10 + CPI
Planning	Class 6	1495.80 + CPI	1495.80 + CPI
Planning	Class 7	199.90 + CPI	199.90 + CPI
Planning	Class 8	429.50 + CPI	429.50 + CPI
Planning	Class 9	199.90 + CPI	199.90 + CPI
Planning	Class 10	199.90 + CPI	199.90 + CPI
Planning	Class 11	1,147.80 + CPI	1,147.80 + CPI
Planning	Class 12	1,547.60 + CPI	1,547.60 + CPI
Planning	Class 13	3,413.70 + CPI	3,413.70 + CPI
Planning	Class 14	8,700.90 + CPI	8,700.90 + CPI
Planning	Class 15	25,658.30 + CPI	25,658.30 + CPI
Planning	Class 16	57,670.10 + CPI	57,670.10 + CPI
Subdivision	Class 17	1,318.10 + CPI	1,318.10 + CPI
Subdivision	Class 18	1318.10 + CPI	1318.10 + CPI
Subdivision	Class 19	1318.10 + CPI	1318.10 + CPI
Subdivision	Class 20	1318.10 + CPI	1318.10 + CPI
Subdivision	Class 20	1318.10 + CPI	1318.10 + CPI
Planning	Class 22	1318.10 + CPI	1318.10 + CPI
	V(035 22	1310.10 + GPI	1510.10+GPI
Request for amendment to permit class:	Class 4	101010.00	404040 001
Planning	Class 1	1318.10 + CPI	1318.10 + CPI
Planning	Amendment to change permit preamble or conditions (other than for a single dwelling)	1318.10 + CPI	1318.10 + CPI
Planning	Class 2	199.90 + CPI	199.90 + CPI
Planning	Class 3	629.40 + CPI	629.40 + CPI
Planning	Class 4	1,288.50 + CPI	1,288.50 + CPI
Planning	Class 5	1392.10 + CPI	1392.10 + CPI
		1392.10 + CPI	1392.10 + CPI
Planning	Class 6		
Planning	Class 7	199.90 + CPI	199.90 + CPI
Planning	Class 8	429.50 + CPI	429.50 + CPI
Planning	Class 9	199.90 + CPI	199.90 + CPI
Planning	Class 10	199.90 + CPI	199.90 + CPI
Planning	Class 11	1,147.80 + CPI	1,147.80 + CPI
Planning	Class 12	1,547.60 + CPI	1,547.60 + CPI
Planning	Class 13	3,413.70 + CPI	3,413.70 + CPI
Planning	Class 14	3,413.70 + CPI	3,413.70 + CPI
Planning	Class 15	3,413.70 + CPI	3,413.70 + CPI
Planning	Class 16	3,413.70 + CPI	3,413.70 + CPI
Subdivision	Class 17	1318.10 + CPI	1318.10 + CPI
Subdivision	Class 17	1318.10 + CPI	1318.10 + CPI
Subdivision	Class 19	1318.10 + CPI	1318.10 + CPI
Subdivision	Class 20	1318.10 + CPI	1318.10 + CPI
Subdivision	Class 21	1318.10 + CPI	1318.10 + CPI
Planning	Class 22	1318.10 + CPI	1318.10 + CPI
Certification	Certification of subdivision (per 100 lots)	174.80 + CPI	174.80 + CPI
Certification	Alteration of plan	111.10 + CPI	111.10 + CPI
Certification	Amendment to certified plan	140.70 + CPI	140.70 + CPI
Certification	Recertification of a plan of subdivision	140.70 + CPI	140.70 + CPI
Planning - Satisfaction Matter	Satisfaction matter	325.80 + CPI	325.80 + CPI
Planning - Certificate of Compliance	Certificate of compliance	325.80 + CPI	325.80 + CPI
Planning - Certificate of Compliance Planning - Section 173 Change	For an agreement to amend or end a Section 173	659.00 + CPI	659.00 + CPI
PS Copying/Scanning (not including written objections)	Agreement - consent request A3 copies	5.00	5.00
PS Copying/Scanning (not including written objections)	A4 copies	5.00	5.00
PS Copying/Scanning (not including written objections)	A1 copies	20.00	20.00
Digitisation of hard copy submissions	A4 and A3	n/a	55.00
Digitisation of hard copy submissions	Larger than A3	n/a	110.00
Advertising	Mail out up to 10 notices	125.00	125.00
Advertising	11-20 notices	200.00	200.00
Advertising	21-30 notices	250.00	250.00
Advertising	31-40 notices	300.00	300.00
Advertising	41-50 notices	350.00	350.00
Advertising	51-75 letters more	425.00	425.00
Advertising	76 letters or more	550.00	550.00
Advertising	1 site notice	75.00	75.00
Advertising	2 site notices	100.00	100.00
Advertising	3 site notices	125.00	125.00
Advertising	4+ site notices	150.00	150.00
Advertising	Replacement sign	40.00	42.35
Advertising	Planning notice installation service	Cost plus 10% administration charge	193.60
Advertising	Notice in local paper	Cost plus 10% administration charge	Cost plus 10% administration charge

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Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
Plans to satisfy permit conditions	First submission of plans to satisfy Condition 1 of planning permit	-	
Plans to satisfy permit conditions	Resubmission of plans to satisfy Condition 1 of planning permit	140.00	140.00
Removal of trees < 2 (Arborist) - fast-track	Per application (must be charged in conjunction with appropriate statutory application fee)	270.30	270.30
Request for secondary consent approval (=3 Changes)</td <td>3 itemised changes</td> <td>375.00</td> <td>375.00</td>	3 itemised changes	375.00	375.00
Request for secondary consent approval (4+ Changes)	4 or more itemised changes	525.00	525.00
Planning Scheme Amendments	Blanning Scheme amondment (stage 1)	3,050.90 + CPI	3,050.90 + CPI
Planning Planning	Planning Scheme amendment (stage 1) Planning Scheme amendment (stage 2 - < 10	15,121.00 + CPI	15,121.00 + CPI
Planning	submissions) Planning Scheme amendment (stage 2 - 11-20	30,212.40 + CPI	30,212.40 + CPI
Planning	submissions) Planning Scheme amendment (stage 2 - > 20	40,386.90 + CPI	40,386.90 + CPI
-	submissions)		
Planning	Planning Scheme amendment (stage 3)	481.30 + CPI	481.30 + CPI
Planning Arts & Culture	Planning Scheme amendment (stage 4)	481.30 + CPI	481.30 + CPI
Nilumbik Prize for Contemporary Writing entry fee	"Open" per entry (max 3 entries)	25.00	25.00
Nilumbik Prize for Contemporary Writing entry fee	"Local" per entry (max 3 entries)	no charge	no charge
Hire Eltham Gallery	Per week	40.00	40.00
Nillumbik Prize for Contemporary Art entry fee	Per entry	25.00	25.00
Artist Residency fee	Per week	100.00	100.00
Community Programs	and the second se		and the set
Social Support Group			
- Low	Per session (means tested)	9.45	9.45
- Medium	Per session (means tested)	9.70	9.70
- High Descriptional Child Care	Per session (means tested)	10.65	10.65
Occasional Child Care Child Care for booked users - ELTHAM	1 child per session	78.00	78.00
Child Care for booked users - PANTON HILL	1 child per session	73.50	73.50
Child Care for casual users - ELTHAM	1 child per session	83.00	83.00
Child Care for casual users - PANTON HILL	1 child per session	78.50	78.50
Preschool			
Centralised preschool enrolments	Per child - 3 year old preschool	n/a	38.00
Centralised preschool enrolments	Per child - 4 year old preschool	38.00	38.00
Centralised preschool enrolments	Per child - combined 3 and 4 year old preschool	n/a	45.00
Community Transport	Deathin (and work)	0.00	0.00
Community Transport One on One Transport	Per trip (one way) Per trip inside shire boundary - one way	2.20	2.20
One on One Transport	Per trip inside shire boundary - one way	10.50	10.50
Community Bus Hire	Full day	120.00	120.00
Community Bus Hire	Half day	70.00	70.00
Living & Learning Nillumbik		0	
Fee for Service Courses	Total direct costs of course divided by minimum number of enrolments: Direct Costs (e.g.) - tutor - materials, marketing - equipment - venue hire - catering Plus Indirect Costs - staffing & administration calculated at \$26 per program hour All costs take into account GST where applicable. Fees will take into consideration the target group i.e. holders of concession cards		Feer criminary
Co-ops (untutored self-help interest groups)	Per session	Fees calculated as per Fee for Service	Fee for Service
Government Funded Training	As per ministerial directive	Fees calculated as per Fee for Service	Fees calculated as per Fee for Service
Corporate, business and institutional course delivery	Per course or per attendee, depending on delivery model	POA	POA
Living & Learning Nillumbik Eltham			
energie contraligitation and californi	Up to 25 people for meeting; includes kitchen facilit		00.50
string is beening remainions bithan	- Standard rate (per hour)	62.50 31.50	62.50
Pavilion	Community rate (nor hour)	1 31.50	31.50
	Community rate (per hour) Infunded voluntary group occasional		14.50
	- Unfunded voluntary group occasional	14.50	14.50
Pavilion	- Unfunded voluntary group occasional Up to 15 people; includes kitchen facilities (access	14.50 needs to be arranged)	
	Unfunded voluntary group occasional Up to 15 people; includes kitchen facilities (access Standard rate (per hour)	14.50	49.50 23.00
Pavilion	- Unfunded voluntary group occasional Up to 15 people; includes kitchen facilities (access	14.50 needs to be arranged) 49.50	49.50
Pavilion	Unfunded voluntary group occasional Up to 15 people; includes kitchen facilities (access Standard rate (per hour) Community rate (per hour) Unfunded voluntary group occasional Up to 12 people	14.50 needs to be arranged) 49.50 23.00 14.50	49.50 23.00 14.50
Pavilion	- Unfunded voluntary group occasional Up to 15 people; includes kitchen facilities (access - Standard rate (per hour) - Community rate (per hour) - Unfunded voluntary group occasional	14.50 needs to be arranged) 49.50 23.00	49.50 23.00

Nilumbik Shire Council Budget 2021-2022

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
	Up to 20 people; includes kitchen facilities	•	•
	- Standard rate (per hour)	49.00	49.00
Art Studio 2 (small)	- Community rate (per hour)	20.00	20.00
	- Unfunded voluntary group	14.50	14.50
	Additional individual bookings by current class pa		
Clay Studio	- Standard rate (per hour)	49.00	49.00
	- Community rate (per hour)	26.50	20.00
	Up to 14 people		
raining Room	- Standard rate (per hour)	49.50	49.50
Taining Room	- Community rate (per hour)	23.00	23.00
	- Unfunded voluntary group	14.50	14.50
	Up to 20 people; includes kitchen facilities		
Courthouse Training Room	- Standard rate (per hour)	49.50	49.50
outrouse training room	- Community rate (per hour)	26.00	23.00
	- Unfunded voluntary group	14.50	14.50
iving & Learning Nillumbik Panton Hill			
	Up to 25 people - standard rate		
anksia/Eucalyptus	- Standard rate (per hour)	36.50	36.50
# 1	- Community rate (per hour)	25.50	25.50
	- Unfunded voluntary group	14.50	14.50
	Up to 10 people; kitchen facilities	24.00	24.00
moonnui	- Standard rate (per hour)	20.50	31.00
	- Community rate (per hour)		20.50
	- Unfunded voluntary group	14.50	14.50
	Up to 15 people	36.50	26.50
litchen	- Standard rate (per hour) - Community rate (per hour)	25.50	36.50 25.50
	- Community rate (per hour)	14.50	14.50
iving & Learning Nillumbik Diamond Creek	- Unlunded Volumary group	14.50	14.30
Iving a Learning Millambik Diamond Creek	Up to 15 people for meeting; includes kitchen facil	ities	
	- Standard rate (per hour)	31.00	31.00
ownstairs classroom	- Community rate (per hour)	22.50	20.50
	- Unfunded voluntary group	14.50	14.50
	Up to 25 people; includes kitchen facilities	14.55	14.00
	- Standard rate (per hour)	36.50	36,50
Ipstairs classroom	- Community rate (per hour)	26.00	26.00
	- Unfunded voluntary group	14.50	14.50
	Up to 11 people; includes kitchen facilities		
	- Standard rate (per hour)	26.00	26.00
	- Community rate (per hour)	20.50	20.50
amplifue coom	- Unfunded voluntary group	14.50	14.50
Computer room	If computers are required		
	- Standard rate (per hour)	36.50	36.50
	- Community rate (per hour)	26.00	25.50
	- Unfunded voluntary group	14.50	14.50
ommunity Halls Network			
Itham Community & Reception Centre (ECRC)			
	Friday Saturday & Sunday		
unction	- Standard rate	1,215.00	1,215.00
	- Community rate	850.00	850.00
vent	Rate per event/day		
	- Standard rate	910.00	910.00
wast Whole of ECBC	- Community rate	637.00	637.00
vent - Whole of ECRC	Rate per event/day	4 205 00	4 205 00
	- Standard rate	1,365.00	1,365.00
CBC Eurotian weakande	- Community rate	955.00	955.00
CRC Function weekends	- Standard rate	1,825.00	1,825.00
		1,825.00	1,825.00
x Hall weekdays	- Community rate Rate per hour	1,2/0.00	1,2/5.00
A LIGH WODRWAYS	- Standard rate	60.00	60.00
	- Community rate	42.00	42.00
x Hall week evenings Mon-Thur	Rate per hour	42.00	42.00
	- Standard rate	90.00	90.00
	- Community rate	63.00	63.00
CRC weekdays	Rate per hour		00.00
	- Standard rate	90.00	90.00
	- Community rate	63.00	63.00
CRC week evenings	Rate per hour		
	- Standard rate	125.00	125.00
	- Community rate	88.00	88.00
dditional Hours	Rate per hour		
	- Standard rate	150.00	150.00
	- Community rate	105.00	105.00
utlery / Crockery / Glassware	Rate per hour		
-	- Standard rate	110.00	110.00

Nilumbik Shire Council Budget 2021-2022

Fees and Charges

Nillumbik Shire Council 2021-22 Fees & Charges

Description of Fee	Unit of Measure	Adopted Fee 2020-21 \$	Proposed Fee 2021-22 \$
Use of Kitchen	Rate per hour		
	- Standard rate	150.00	150.00
	- Community rate	105.00	105.00
	Rate per hour		
Itham Performing Arts Centre	- Standard rate	37.00	37.00
	- Community rate	26.00	26.00
	Performance rate	500.00	500.00
	- Standard rate	560.00	560.00
	- Community rate	392.00	392.00
	Rate per hour		
itham Library Multi Purpose Room	- Standard rate	37.00	37.00
	- Community rate	26.00	26.00
	Rate per hour		
	- Standard rate	25.00	25.00
outdoor Performance Centre	- Community rate	18.00	18.00
	School concerts		
	- Standard rate	250.00	250.00
	- Community rate	175.00	175.00
	Rate per hour		
he Emergency Operations Centre/	- Standard rate	34.00	34.00
angaroo Ground Hall	- Community rate	24.00	24.00
	Function Standard rate	500.00	E60.00
	- Standard rate - Community rate	560.00	560.00 392.00
	- Community rate	392.00	382.00
	Rate per hour		
	- Standard rate	34.00	34.00
lurstbridge Hall	- Community rate	24.00	24.00
	Function		2.1.00
	- Standard rate	560.00	560.00
	- Community rate	392.00	392.00
	Rate per hour		
	- Standard rate	37.00	37.00
itham North Hall	- Community rate	26.00	26.00
	Function		
	- Standard rate	560.00	560.00
	- Community rate	392.00	392.00
	Pata par hour		
	Rate per hour - Standard rate	34.00	34.00
lorth Warrandyte Family Centre	- Community rate	24.00	24.00
lor ar marrandy io r anny conno	Function	24.00	24.00
	- Standard rate	560.00	560.00
	- Community rate	392.00	392.00
enior Citizens - Diamond Creek			
Small Meeting Room	1 day hire - concession	37.00	37.00
-	1/2 day hire - concession	19.00	19.00
	Hourly rate - concession	9.50	9.50
Ial/Large Meeting Room	1 day hire - concession	68.00	68.00
	1/2 day hire - concession	34.00	34.00
	Hourly rate - concession	17.00	17.00
enior Citizens - Eltham	4.4		
Innexe	1 day hire - concession	37.00	37.00
	1/2 day hire - concession	19.00	19.00
araa Hell	Hourly rate - concession	9.50	9.50
arge Hall	1 day hire - concession 1/2 day hire - concession	68.00	68.00 34.00
	Hourly rate - concession	17.00	17.00
liamond Creek East Community Building - Coniston St	nouny rate - concession	17.00	17.00
acility Hire charge	Hourly rate	11.00	11.00
Veekend Function	Per function	100.00	100.00
Itham North Maternal & Child Health Centre	T OF TREESON OF	100.00	
acility Hire charge	Hourly rate	11.00	11.00
lurstbridge Community Hub			
	Standard rate	69.50	69.50
Community Room	Community benefit	35.50	35.50
-	Community group	21.50	21.50
	Standard rate	48.00	48.00
raining Room	Community benefit	23.50	23.50
	Community group	14.50	14.50
	Standard rate	37.50	37.50
Neeting Room 1	Community benefit	18.50	18.50
	Community group	11.00	11.00

Nilumbik Shire Council Budget 2021-2022

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Attachments - 212



Nillumbik Audit and Risk Committee minutes

NILLUMBIK

Held Monday 15 February 2021 at 2pm via Zoom digital meeting platform

1 Pre-meeting In Camera

Nil

2 Present

Independent members: John Watson (Chair), Greg Rimmer-Hollyman, Chris Eddy

Councillors:

Mayor Cr Peter Perkins, Deputy Mayor Cr France Eyre

Council officers:

Carl Cowie (Chief Executive Officer), Vince Lombardi (Chief Financial Officer), Blaga Naumoski (Executive Manager Governance Communications and Engagement), Jeremy Livingston (Executive Manager Business Transformation and Performance), Melika Sukunda (Finance Manager), Craig Commane (Risk and Safety Lead), Rosa Zouzoulas (Executive Manager Planning and Community Safety), Corrienne Nichols (Executive Manager Community Services)

Other invitees:

Graham Noriskin (Pitcher Partners), Richard Wilson (Pitcher Partners)

- 3 The Chair welcomed attendees and acknowledged the traditional owners and custodians of the lands on which attendees were meeting.
- 4 Apologies

Nick Walker (HLB Mann Judd)

5 Disclosure of any conflicts of interests

Nil

6 Declarations

i. CEO - Any impending legal action, legislation breaches or instances of fraud.

Nil

ii. Internal Auditors – Any obstructions to the work of the internal audit.

Nil

iii. Protected Interest Disclosure Officer

Nillumbik Audit and Risk Committee minutes 15 February 2021

1 of 4

Nil

7 Adoption of the minutes of the meeting held 14 December 2020

Decision

The minutes of the Audit and Risk Committee meeting held on 14 December 2020 were confirmed as accurate.

8 CEO Update

The CEO update was presented to the Committee.

Decision

The CEO update was received and noted.

9 Table of actions arising

The table of actions arising was presented to the Committee.

Decision

The status of actions outstanding was received and noted.

10 Memorandum: Building Services Incentive Program

The memorandum regarding the Building Services Incentive Program was presented to the Committee.

Decision

The memorandum regarding the Building Services Incentive Program was received and noted.

If the proposal was to progress, the Committee requested further information be provided.

11 Grants Management Internal Audit Report

The Grants Management Internal Audit Report was presented to the Committee.

Decision

The Grants Management Internal Audit Report was received and noted.

The Committee request that management, together with the internal auditors, review the timelines and apply a phased approach to show progress. The revised timelines will be reflected in the pending audit recommendation report.

12 Internal Audit Status Report

The Internal Audit Status Report was presented to the Committee.

Decision

The Internal Audit Status Report was received and noted.

Nillumbik Audit and Risk Committee minutes 15 February 2021

13 Proposed Internal Audit Plan 2021-2022

The proposed Internal Audit Plan 2021-2022 was presented to the Committee.

Decision

The proposed Internal Audit Plan 2021-2022 was received and noted.

The Committee request further consideration be given to the prioritisation of specific internal audits in the context of the current environment.

14 Recent Risk and Issues Brief

The Recent Risk and Issues Brief was presented to the Committee.

Decision

The Recent Risk and Issues Brief was received and noted.

15 Pending Audit Recommendations Report

The pending Audit Recommendations Report was presented to the Committee.

Decision

The pending Audit Recommendations Report was received and noted.

16 Risk and Safety Report

The Risk and Safety Report was presented to the Committee.

Decision

The Risk and Safety Report was received and noted.

17 Draft Councillor Gift Policy

The draft Councillor Gift Policy was presented to the Committee.

Decision

The draft Councillor Gift Policy was received and noted.

The Committee suggested that a reference to the Governance Principals as outlined in the Local Government Act 2020 be included in the policy.

18 Transformation at Nillumbik (T@N) Update

The Transformation at Nillumbik (T@N) update was presented to the Committee.

Decision

The Transformation at Nillumbik (T@N) update was received and noted.

Nillumbik Audit and Risk Committee minutes 15 February 2021

19 Covid-19 Update

The Covid-19 Update was presented to the Committee.

Decision

The Covid-19 update was received and noted.

20 December Quarter Financial Report Summary and December Quarter Financial Report

The December Quarter Financial Report Summary and December Quarter Financial Report were presented to the Committee.

Decision

The December Quarter Financial Report Summary and December Quarter Financial Report were received and noted.

21 Rates in Arrears Report

The Rates in Arrears Report was presented to the Committee.

Decision

The Rates in Arrears Report was received and noted.

22 Councillor Expenses Report

The Councillor Expenses Report was presented to the Committee.

Decision

The Councillor Expenses Report was received and noted.

23 Audit Committee Work Plan

The Audit and Risk Committee Work Plan was be presented to the Committee

Decision

The Audit and Risk Committee Work Plan was received and noted.

24 Other Business

Nil

25 Meeting Schedule

The next Audit and Risk Committee meeting is scheduled to be held on Wednesday 12 May 2021 at Council Offices, Civic Drive Greensborough or via Zoom if required.

26 Meeting Close

Nillumbik Audit and Risk Committee minutes 15 February 2021

Nillumbik Shire Council

Councillor Gift Policy

Description of policy	The Councillor Gift Policy formalises the minimum standards in relation to offers of gifts, benefits and hospitality.			
Policy applies to	All Councillors			
Version Number	1			
Approved by	Council Resolution			
Approval date	23 March 2021			
Effective date	23 March 2021			
Date of last revision				
Date of next review*	March 2023			

*Unless replaced, this policy will still apply beyond the review date.

Related internal procedures and guidelines	 Governance Rule – Procedure for Disclosure of Conflict of Interests 			
Related policies	Council Expenses PolicyCouncillor Code of Conduct			
Related legislation, standards and guidelines	Local Government Act 2020Equal Opportunity Act 2010			
	 Charter of Human Rights and Responsibilities Act 2006 			
	Public Interest Disclosures Act 2012			
	 Local Government (Governance and Integrity) Regulations 2020 			



1. Purpose

Section 138 of the *Local Government Act* 2020 (the Act) requires Council to adopt and maintain a Councillor gift policy. This policy sets out the minimum standards for elected Councillors in the management of gifts, benefits and hospitality and the procedure for the maintenance of a gift register.

This Policy supports the overarching governance principles specified in section 9(2) of the *Local Government Act 2020*. It also supports compliance with Part 6 – Council Integrity Division 1 sections 1-5 (inclusive) of the Act and Council's Good Governance Decision - Making Policy.

2. Objectives

The objective of Council's Councillor Gift Policy is to formalise the minimum standards in relation to offers of gifts, benefits and hospitality and as a result seeks to promote:

- Accountable practices by providing clear direction and guidance to Councillors in relation to what may be accepted and what may not;
- b) Transparency by making the Councillor Gift, Benefit and Hospitality Register readily available and easily accessible on Council's website;
- c) The demonstration of integrity, impartiality and accountability in relation to the appropriateness or lack of, in the receiving of gifts, benefits and hospitality;
- d) Community trust and confidence in decision making, and that decisions are made free of favouritism, influence, conflicts of interest or bias.

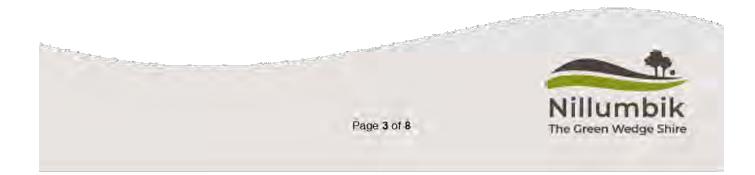
3. Definitions

Reference term	Definition An individual or body that Council has, or plans to establish, some form of business relationship with, or who may seek commercial or other advantage by offering gifts, benefits or hospitality.				
Business associate					
Benefits	Benefits include preferential treatment, privileged access, favours or other advantage offered to an individual. They may include invitations to sporting, cultural or social events, access to discounts and loyalty programs and promises of a new job.				
	The value of benefits may be difficult to define in dollars, but as they are valued by the individual, they may be used to influence the individual's behaviour.				
Ceremonial gifts	Ceremonial gifts are official gifts provided as part of the culture and practices of communities and government, within Australia or internationally. Ceremonial gifts are usually provided when conducting business with official delegates or representatives from another organisation, community or foreign government.				
	Ceremonial gifts are the property of Council, irrespective of value, and should be accepted by individuals on behalf of Council.				



CM.031/21 Councillor Gift Policy Attachment 1. Councillor Gift Policy

Reference term	Definition				
Conflict of interest	Conflicts may be:				
	Actual: There is a real conflict between an employee's public duties and private interests.				
	Potential: An employee has private interests that could conflict with their public duties. This refers to circumstances where it is foreseeable that a conflict may arise in future and steps should be taken now to mitigate that future risk.				
	Perceived: The public or a third party could reasonably form the view that an employee's private interests could improperly influence their decisions or actions, now or in the future.				
Disclosable gift	As defined in section 128(4) of the Act.				
	A gift of, or of more than \$500 or an amount received from a person in the five years preceding.				
Gifts	Gifts are free or discounted items or services and any item or service that would generally be seen by the public as a gift. These include items of high value (e.g. artwork, jewellery, or expensive pens), low value (e.g. small bunch of flowers), consumables (e.g. chocolates) and services (e.g. painting and repairs). Fundraising by Council that is consistent with relevant legislation and any government policy is not prohibited under the minimum accountabilities.				
Gift disclosure	The Act definition:				
threshold	gift disclosure threshold means—				
	in the case of a Council, other than the Melbourne City Council, \$500 or a higher amount or value prescribed by the regulations;				
Hospitality	Hospitality is the friendly reception and entertainment of guests. Hospitality may range from light refreshments at a business meeting to expensive restaurant meals and sponsored travel and accommodation.				
Token offer	A token offer is a gift, benefit or hospitality that is of inconsequential or trivial value to both the person making the offer and the recipient (such as basic courtesy). Token offers cannot be worth more than \$50.				
Non-token offer	A non-token offer is a gift, benefit or hospitality that is, or may be perceived to be by the recipient, the person making the offer or by the wider community, of more than inconsequential value. All offers worth more than \$50 are non-token offers and must be recorded on the Councillor Gift, Benefit and Hospitality register				



4. Policy Principles

- 4.1. This policy should not override or be inconsistent with any Act or Regulation. In the event of any inconsistency, the provisions within the legislation will apply.
- 4.2. A Councillor should not use their position to seek, solicit to obtain gifts, benefits or hospitality for personal gain to themselves or others.
- 4.3. A Councillor must ensure to the best of their abilities that external persons, companies and organisations do not offer gifts, benefits or hospitality believing that they will receive preferential treatment by the Councillor and/or Council.
- 4.4. Monetary gifts should not to be accepted regardless of value.

(Election donations are excluded. For information on election donations, refer to sections 306 and 309 of the Act.

4.5. Anonymous gifts not to be accepted

Section 137 of the Act

- A Councillor must not accept, directly or indirectly, a gift for the benefit of the Councillor the amount or value of which is equal to or exceeds the gift disclosure threshold unless—
 - the name and address of the person making the gift are known to the Councillor; or
 - b) at the time when the gift is made
 - i) the Councillor is given the name and address of the person making the gift; and
 - the Councillor reasonably believes that the name and address so given are the true name and address of the person making the gift.
- (2) If the name and address of the person making the gift are not known to the Councillor for whose benefit the gift is intended, the Councillor is not in breach of subsection (1) if the Councillor disposes of the gift to the Council within 30 days of the gift being received.
- 4.6. Other offers to be declined (non-exhaustive list):
 - Any single gift exceeding \$250.00;
 - Access to confidential information or information that is not generally available to the broader community; or
 - Any gift whereby the Councillor obtains a personal, financial or professional advantage.

4.7. Token Offer

An offer of a nominal or token value which may include (non-exhaustive list):

- Marketing and corporate gifts such as pens, notepads, diaries, chocolates or single bottles of alcohol (within token offer threshold);
- Flowers and chocolates; or
- Invitations to events (within token offer threshold).



4.8. Non-token offer

A non-token offer or a gift of value may include;

- Invitations to sporting events and/or corporate box tickets;
- Memberships;
- Training sessions;
- Any gift with a value of more than \$50;
- A gift normally considered a token offer but with a cumulative total of more than \$50 over a period of 12 Months; or
- Gifts with a single or cumulative total of more than \$500 over a five year period become a disclosable gift as defined in section 128(4) of the Act.
- 4.9. Official or Ceremonial gifts

From time to time a Councillor may be presented with a goodwill gift to Council for example a gift of artwork, a gift of historical, community or cultural significance or a ceremonial gift to the Shire.

Where appropriate, and where the acceptance of the gift does give benefit to the benefactor, or cause a conflict of interest to the Councillor or Council, whether actual, potential or perceived, the gift may be accepted. An official gift to Council, will be recorded in the Corporate Gift Register and remain the property of Council.

- 4.10. Exemptions from disclosure under this policy:
 - Election donations;
 - Hospitality or ticket costs where the Councillor has attended in an official capacity representing Council;
 - Attendance at events that were free of charge to the broader community, or where the Council or Councillor has funded their attendance;

Gift disclosure

- 5.1. Non-token offers should where appropriate be politely declined.
- 5.2. A situation where it is deemed inappropriate to decline a gift, benefit or hospitality, or where refusal is likely to cause embarrassment to Council or the Councillor, the gift, benefit or hospitality may be accepted.
- 5.3. Prior to accepting any offer of a gift, benefit or hospitality, a Councillor should assess and determine that the offer is not likely to cause themselves or Council an actual, potential or perceived conflict of interest. An offer of a gift, benefit or hospitality that is reasonably likely to cause Council or the Councillor a conflict of interest immediately or in the future must be declined. Consideration should also be given by the Councillor regarding the gift disclosure threshold as defined by the Act.
- 5.4. All offers of a gift, benefit or hospitality whether accepted, declined or returned must be recorded in the Councillor Gift, Benefit and Hospitality Register using the Gift, Benefit or Hospitality declaration form (Appendix 1).



- 5.5. All offers of a gift, benefit or hospitality with a value of more than \$50 or with a cumulative total of more than \$50 over a period of 12 months, whether accepted, declined or returned will be recorded in the Councillor Gift, Benefit and Hospitality Register which will be made available on Council's website.
- 5.6. Any individual offering a gift must be advised that their name and details of the gift will be recorded in the Councillor Gift, Benefit and Hospitality Register and will be made publicly available for inspection and online in accordance with this policy.
- 5.7. Councillors are responsible to ensure they record any disclosable gifts on their Biannual Personal Interests Return form.

6. Procedure

- 6.1. Within 7 days of an offer of a gift, benefit or hospitality, the Councillor should complete the Gift, Benefit or Hospitality declaration form and submit to governance@nillumbik.vic.gov.au.
- 6.2. Governance will maintain a register of all declarations deemed to be token gifts. In the event that a Councillor receives more than one token gift from the same person or organisation within a 12 month period with a cumulative total of more than \$50, these declarations will be transferred to the Councillor Gift, Benefit and Hospitality Register.
- 6.3. The Councillor Gift, Benefit and Hospitality Register will be updated by Governance on a receipt of the Gift, Benefit or Hospitality declaration form.



Appendix 1 GIFT, BENEFIT AND HOSPITALITY DECLARATION FORM

This declaration form supports Nillumbik Shire Council's Councillor Gift Policy. Councillors must declare all offers of gifts, benefits and hospitality (whether accepted, returned or declined).

Fields marked in orange will be published online in the organisation's Corporate Gift Register

In	Individual to complete		
1.	Declaration date		
2.	Name (recipient)		
3.	Position		
De	tails of the gift, benefit or hospitality		
4.	Date offered		
5.	Describe the gift, benefit or hospitality offered		
6.	Estimated or actual value		
7.	Name of person OR organisation (donor) making the offer. Names will be published.		
8.	ls the person or organisation making the offer a business associate of Council (Yes / No)?		
9.	If yes , describe the relationship between them and Council.		
	If no , describe the relationship between you and the person or organisation making the offer; for example, a personal relationship		
10	. Why is the offer being made?		
11	. Would accepting the offer create an actual, potential or perceived conflict of interest (Yes / No)?		
	If yes , then the offer must be declined in accordance with the minimum accountabilities		



Would accepting the offer bring you, or Council into disrepute (Yes / No)?	
Control into distribute (1637140):	
If yes, then the offer must be declined in accordance with the minimum accountabilities	
Is there a legitimate business benefit to Council for accepting the offer? (Yes / No)	
For example:	
a) Was it offered during the course of your official duties?	
b) Does it relate to your official responsibilities?	
c) Does it have a benefit to the organisation, public sector or State?	
If no, then the offer must be declined	
If yes, then the business benefit must be detailed, in accordance with the minimum accountabilities	
Is the offer an official or ceremonial gift provided when conducting business with official delegates or representatives from:	-
 another Council or organisation; b) the community or 	
If yes, please provide details	
Was the offer accepted, refused, returned or became the property of Nillumbik Shire Council?	
Signature	
	Is there a legitimate business benefit to Council for accepting the offer? (Yes / No) For example: a) Was it offered during the course of your official duties? b) Does it relate to your official responsibilities? c) Does it have a benefit to the organisation, public sector or State? If no, then the offer must be declined If yes, then the business benefit must be detailed, in accordance with the minimum accountabilities Is the offer an official or ceremonial gift provided when conducting business with official delegates or representatives from: a) another Council or organisation; b) the community; or c) a foreign government? (Yes / No) If yes, please provide details Was the offer accepted, refused, refumed or became the property of Nillumbik Shire Council?

Page 8 of 8

CM.032/21Declaration of the Eltham Town Business Precinct Special Rate 2021-2026Attachment 1.Intention to Declare - Eltham Chamber of Commerce - Public Notice



CM.032/21 Declaration of the Eltham Town Business Precinct Special Rate 2021-2026 Attachment 1. Intention to Declare - Eltham Chamber of Commerce - Public Notice

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Attachments - 226

CM.032/21Declaration of the Eltham Town Business Precinct Special Rate 2021-2026Attachment 2.Intention to Declare - letter to property owners - Eltham Town



21 December 2020

Property Owner Name Property Owner address Suburb State Postcode

Dear [Property Owner name].

Proposed Special Rate – Eltham Town Business Precinct PROPERTY ADDRESS

A special rate for the purposes of marketing, promotion and development of the Eltham Town Business Precinct has been in place for the past 5 years. The current special rate expires on 30 June 2021.

The funds collected from a special rate assist in marketing and promoting the businesses within the precinct, and are also used to market the precinct as a whole to attract new visitors and shoppers. The Eltham Chamber of Commerce and Industry has requested that Council seek to reintroduce the charge for a further five years.

This process is in accordance with the *Local Government Act 1989*. A public notice of Council's intention to declare the special rate has been published in a newspaper and a copy together with a map is enclosed. Please take the time to review these documents.

If the new special rate proceeds, the expected contribution payable will be calculated proportionately based on Capital Improved Value (CIV) for rateable properties within the Eltham Special Rate Scheme area.

If you would like to make a written submission or objection to this proposal, it must be received by 5pm, Friday 29 January 2021 Submissions and objections are to be sent to Rania Mullins, Economic Development and Tourism Officer, Nillumbik Shire Council, PO Box 476, Greensborough VIC 3088 or emailed to business@nillumbik.vic.gov.au

If you provide a written submission, you will be invited to speak to Council to support your submission. This hearing of submissions is scheduled to be held at a Delegated Committee meeting.

If you have any questions about the renewal, please contact me on 9433 3111.

Yours sincerely,

Rania Mullins Economic Development and Tourism Officer

Civic Drive (PO Box 476) Greensborough Victoria 3088 03 9433 3111 | nillumbik@nillumbik.vic.gov.au

nillumbik.vic.gov.au

CM.032/21Declaration of the Eltham Town Business Precinct Special Rate 2021-2026Attachment 2.Intention to Declare - letter to property owners - Eltham Town





Civic Drive (PO Box 476) Greensborough Victoria 3088 03 9433 3111 | nillumbik@nillumbik.vic.gov.au

nillumbik.vic.gov.au

CM.032/21Declaration of the Eltham Town Business Precinct Special Rate 2021-2026Attachment 3.Proposed Map of Eltham Town Business Precinct



Eltham Special Rate Properties

Legend

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CM.032/21Declaration of the Eltham Town Business Precinct Special Rate 2021-2026Attachment 3.Proposed Map of Eltham Town Business Precinct

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Attachments - 230



28/1/21

Dear Rania

Re: Eltham Town Business Centre Special Rate

We support the continuation of a Special Rate. It provides necessary funding for the marketing of Eltham Town.

Kind regards



10 January 2021 Rania Mullins Economic Development and Tourism Officer Nillumbik Shire Council PO Box 476 Greensborough 3088 Dear Rania Notice of Intention to Declare a Special Rate for Eltham Town Business Centre I wish to indicate my support for the Eltham marketing program funded by the special rate I support the levy because every business contributes to the marketing and promotion of Eltham Town Centre. The special rate is good for the commercial centre.

Submissions – Eltham Town Special Rate



Submission date:	28 January 2021, 10:35AM
Receipt number:	2
Related form version:	4

Your submission

Please provide your written submission below	I indicate my support for the renewal of Eltham town centre marketing program funded by the special rate.
Name of person making submission	
Contact telephone number	
Email address	
Residential address	
Business name	
Business address	

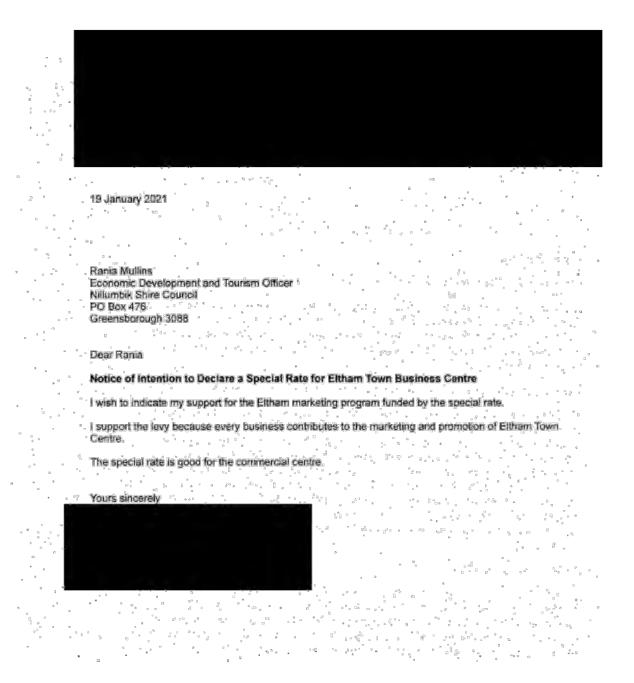
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Rania Mollins				e eligi		
Economic Developi		utism	Officer			0
Nillumbik Shire Co PO Box 476	uncit	5.5				
Greensborough 308	жа 18 а. П.	с. П А		1 1 1		
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Notice of Intention	to Declare	a Spec	ial Rate for E	Itham To	wn Busines	s Centre
I wish to indicate m	y support to	n ine r	itham marketir	• •	n funded by	the special
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1 support the levy b	écâuse ever	, busin	ess contributes	to the ma	rketing and	promotion of
Eltham Town Centr	en i si				· 🚮 🖓	
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The special rate is g	ood for the	comme	rcial centre,			
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Yours sincerely	n				:	
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CM.032/21 Declaration of the Eltham Town Business Precinct Special Rate 2021-2026 Attachment 4. Notice of Intention to declare a Special Rate for Eltham Town - Submissions





Attachments - 235



CM.032/21Declaration of the Eltham Town Business Precinct Special Rate 2021-2026Attachment 4.Notice of Intention to declare a Special Rate for Eltham Town - Submissions



18 January 2021

Rania Mullins Economic Development and Tourism Officer Nillumbik Shire Council PO Box 476 Greensborough 3088

Dear Rania

Notice of Intention to Declare a Special Rate for Eltham Town Business Centre

I wish to indicate my support for the renewal of the Eltham marketing program.

Businesses in this town need to work together and with the local community. The levy program is critical for the marketing of the whole town centre because it involves all the businesses in the town, not just a few. The marketing has important spin-off effects in promoting the Eltham town centre as a whole and is also good in strengthening our connections with the local community.

I think the marketing program funded by this special rate already has made great strides in achieving this, and I think it is important that the levy continues.

Yours sincerely



CM.032/21Declaration of the Eltham Town Business Precinct Special Rate 2021-2026Attachment 4.Notice of Intention to declare a Special Rate for Eltham Town - Submissions

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Attachments - 238

CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 1. 21 December 2020 - Intention to Declare - letter to property owners - Hurstbridge Village

21 December 2020



Property Owner Name Property Owner address Suburb State Postcode

Dear [Property Owner name],

Proposed Special Rate – Hurstbridge Village Business Precinct PROPERTY ADDRESS

A special rate for the purposes of marketing, promotion and development of the Hurstbridge Village Business Precinct has been in place for the past 5 years. The current special rate expires on 30 June 2021.

The funds collected from a special rate assist in marketing and promoting the businesses within the precinct, and are also used to market the precinct as a whole to attract new visitors and shoppers. The Hurstbridge Traders Association has requested that Council seek to reintroduce the charge for a further five years.

This process is in accordance with the *Local Government Act 1989*. A public notice of Council's intention to declare the special rate has been published in a newspaper and a copy together with a map is enclosed. Please take the time to review these documents.

If the new special rate proceeds, the expected contribution payable in the first year would be \$480.00

If you would like to make a written submission or objection to this proposal, it must be received by 5pm, Friday 29 January 2021 Submissions and objections are to be sent to Economic Development and Tourism unit Nillumbik Shire Council, PO Box 476, Greensborough VIC 3088 or emailed to business@nillumbik.vic.gov.au

If you provide a written submission, you will be invited to speak to Council to support your submission. This hearing of submissions is scheduled to be held at a Delegated Committee meeting.

If you have any questions about the renewal, please contact me on 9433 3111.

Yours sincerely,

Rania Mullins Economic Development and Tourism Officer

Civic Drive (PO Box 476) Greensborough Victoria 3088 03 9433 3111 | nillumbik@nillumbik.vic.gov.au

nillumbik.vic.gov.au

CM.033/21Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026Attachment 1.21 December 2020 - Intention to Declare - letter to property owners - Hurstbridge Village





Civic Drive (PO Box 476) Greensborough Victoria 3088 03 9433 3111) nillumbik@nillumbik.vic.gov.au

nillumbik.vic.gov.au

CM.033/21Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026Attachment 2.211220 Herald Sun - Intention to Declare - Hurstbridge Traders Association - Public Notice



CM.033/21Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026Attachment 2.211220 Herald Sun - Intention to Declare - Hurstbridge Traders Association - Public Notice

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Attachments - 242

CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 3. Notice of Intention to declare a Special Rate for Hurstbridge Village - submissions



10 January 2021

Rania Mullins Econamic Development and Tourism Officer Nillumbik Shire Council PO Box 476 Greensborough 3088

Dear Rania,

Notice of Intention to Declare a Special Rate for Hurstbridge VIIIage

We wish to indicate our support for the Hurstbridge marketing program funded by the special rate.

We support the levy because every business contributes to the marketing and promotion of Hurstbridge. Post COVID, a consolidated and collaborative approach is important to rebuild tourism and local shopping. It also enables us to better take advantage of grants, funding and asset opportunities to benefit the town.

Yours sincerely,

CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 3. Notice of Intention to declare a Special Rate for Hurstbridge Village - submissions



Rania & Danielle, .

It appears that the submission in regard to the 12 month suspension of the Special Rates Notice may be different to the notice originally travel.

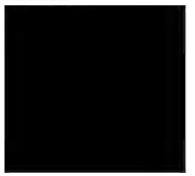
I are writing a letter to the person I was told created die application for the 12 month suspension of the Special Rates Levy.

Want to make it clear I do not support any suspension of the Special Rates Levy.

Influmble Council need to agree to the continuation of the Speciel Rates Levy for Huistbridge Traders. It is critical to the ongoing support and potential growth for Murstbridge Businesses.

Elven the Covid-19 impact on our community in 2020 the Hurstbridge Traders' Association (HTA) were limited in universitieting addiction to promote Hurstbridge village. Having said that there were still many portifives. If the Special Rates is discontinued their Council are specifically closing down the Hurstbridge Traders' Association. Astropoly unge Council not to agree to terminaling the Special Rates Levy and the Hurstbridge Traders' Association.

Kine Regards,



CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Notice of Intention to declare a Special Rate for Hurstbridge Village - submissions Attachment 3.



HI Danielle and Rania

As a trader in Hurstbridge I would like to let you know that my firm and myself are fully supportive of the proposed special rates levy for marketing.

The achievements that have accomplished by the Hurstbridge tradem association can be seen as you walk the streets of our village.

I would like to thank Nillumbik for their support with working with the traders.



CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 3. Notice of Intention to declare a Special Rate for Hurstbridge Village - submissions



To whom it may concern,

I would like to show my support of behalf of Hurstbridge and District Community Back for the Hurstbridge Trader Association. As I understand, we have been long time members and I can commit our ongoing support to what is a vital part of the community and local businesses/traders.

We will continue to pay the fee, currently \$400, and feel this is a reasonable contribution amount.

I am more than happy to discuss this with any council representative or the association member. I look forward to the next HTA meeting.

If you wish to discuss any of the above please feel free to call me at any time.

Thank you



CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Notice of Intention to declare a Special Rate for Hurstbridge Village - submissions Attachment 3.

Dear Rainis and the council members

I am part of 2 traders associations and feel the need to let you know my concern for the Hurstbridge fraders continuing without a break.

It there was over a time when community is important it is now after a year where certainty and futures have challenged us all. Traders underpin a small vitage like Hurstendge and even though not fully understood the depths in which a reding team work is exponential to a how people see cur Village. Wattle Festival, Christmas, street scape, keeping the integrity of the a town. We listen, we care and we are there to support the local people. To not pay the rates for a year would basically stop the group which has supported us all and made. Hursty what it is if I would like to take the time to fet you know that the fetter that has been subhillter was not near for us as traders in tact I thought. Nitiombik shire would be giving the gift of a years worth of Matxeling tales as a Covid 19 initiative, this is not clear? and many here signed it thinking this was the way.

Tamin favour of keeping the many years of reputation and stable marketing going. Law neppy to nay the rate, at a time when we need to explore new ways for our village, for Melbourne, for Australia II is crucial,

Cruid has made us turn to our boets. Please we must not let them down how-

kind regards.



CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 3. Notice of Intention to declare a Special Rate for Hurstbridge Village - submissions

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Attachments - 248

Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Notice of Intention to declare a Special Rate for Hurstbridge Village - submission - request for waiver



27 January 2021

Nillumbik Council

Attn: Rania Mullins

Economic Development/Tourism Officer

Civic Drive

GREENSBOROUGH VIC 3088

Dear Ms Mullins and Council,

RE Proposed Special Rate-Hurstbridge

I write to you in response to the letter dated 21/12/20 that was sent to all the Business Owners in Hurstbridge.

After some discussion with as many Traders as possible (who were still open during the Christmas period), we request the following:

A waiver of ONE YEAR due to Extreme COVID-19 pressures on ALL business's in the Hurstbridge Special Rate Precinct. A review of this charge then needs to take place with every Traders input.

Every Business is trying to cope with the long closures and lockdowns, which affected our community both mentally and financially. Put simply, we cannot afford this fee.

Also, there is still a lot of uncertainty in regards to COVID-19 for the next year, if not longer.

The following signatures are the Traders who are making this joint request.



Yours Sincerely,

CM.033/21	Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026
Attachment 4.	Notice of Intention to declare a Special Rate for Hurstbridge Village - submission - request
	for waiver

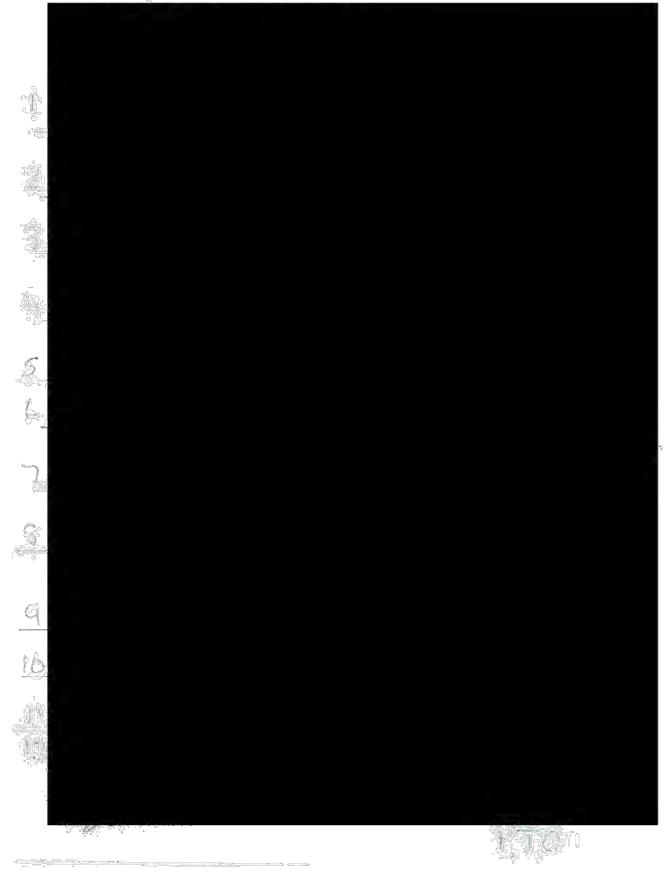
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Signatures for Objection to Special Rate. 0.5 Gn. See j. in the second





Signatures for Objection to Special Rate.







CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 5. Hurstbridge Traders Association - formal letter to Council regarding Special Rate renewal and revised proposal



Hurstbridge Traders Association Inc.

PO Box 455 Hurstbridge Vic 3099 Email: <u>info@hurstbridgevillage.com.au</u> Web: hurstbridgevillage.com.au

ABN: 67 386 151 016

19 February 2021

Ms Rosa Zouzoulas Executive Manager, Planning & Community Safety Planning and Community Safety Nillumbik Shire Council

Dear Rosa,

Hurstbridge Marketing and Business Development Special Rate

I am writing on behalf of Hurstbridge Traders Association to request Council to <u>AMEND our original special</u> rate proposal to continue the marketing and business development program for the Hurstbridge mainstreet.

We recommend that the new special rate:

- Covers all (66) commercially rated properties in the Hurstbridge mainstreet consisting of:
 - Main Road, Hurstbridge between 784 1022.
 - Heidelberg-Kinglake Road (1065A)
- Is put in place for a period of five years commencing 1 July 2021
- Raises a total of \$15,840 in 2021-22 and that each property contributes a set amount of \$240 per annum. (AMENDED AMOUNT, 50% reduction for year one of scheme)
- Raises a total of \$31,680, or \$480 per property in year 22-23 and is increased each year after 22-23 by the Consumer Price Index (CPI) as determined by the March quarter CPI of each preceding year

The amended amount in year 1, reflects the COVID environment and discussions with traders. This reduction is 50% off normal fees.

An explanatory brochure has been distributed to all business owners and signatures of support have been collected, some of which are contained with this email, so will be coming shortly.

I look forward to the statutory process proceeding in the near future. Thank you very much for the extensive support from Danielle Phyland and Council staff in organising this.

Yours sincerely

lan Mason Chair Hurstbridge Traders Association CM.033/21Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026Attachment 5.Hurstbridge Traders Association - formal letter to Council regarding Special Rate renewal
and revised proposal

Hurstbridge Traders Association Special Charge Renewal



Dear Traders,

I am aware some traders have concerns with the marketing levy for the traders in Hurstbridge, given the current financial climate. I have attached a flyer outlining highlights of what the traders group has achieved in the last 12-18 months.

The traders group understand the uncertainty in running a business at the moment and not knowing what. COVID 19 restrictions may affect them from week to week.

In light of the uncertainty for this financial year, the Trader Group have requested that the special levy be reduced by 50% for all traders in year one of the new agreement (21/22), returning to the originally proposed rates from 22/23.

As has always been the case, any trader in financial difficulties can apply for a reduction in fees via the Nillumbik Council Hardship Fund.

If you are agreeance of the traders moving forward with the ongoing marketing levy incluing the 50% reduction in the first year, please sign the attached and return to a Traders Assocation representitive.

We are looking forward to having your support in working to creating Hurstbridge as a talked about and well visited destination and ensuring the whole town can collectively rebuild post-COVID.

Regards, Ian Mason, on behalf of the Hurstbridge Traders Association imason@mwmhurstbridge.com.au 0418 597 176

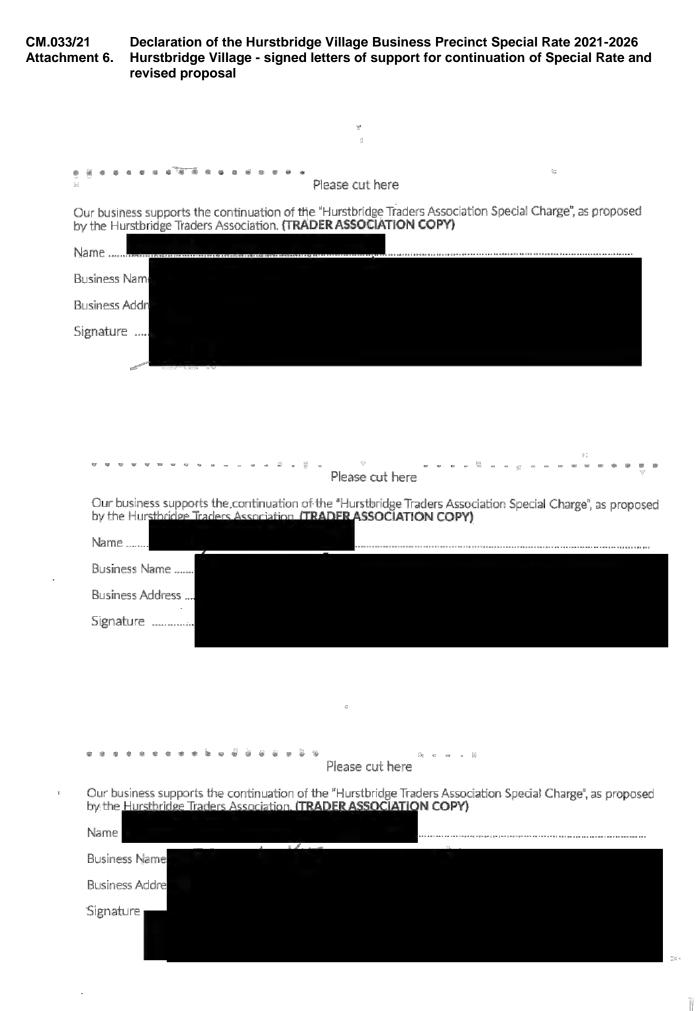
Our business supports the continuation of the "Hurstbridge Traders Association Special Charge", as proposed by the Hurstbridge Traders Association. (TRADER COPY)

Name			
Business Name			
Business Address	1		
Signature			

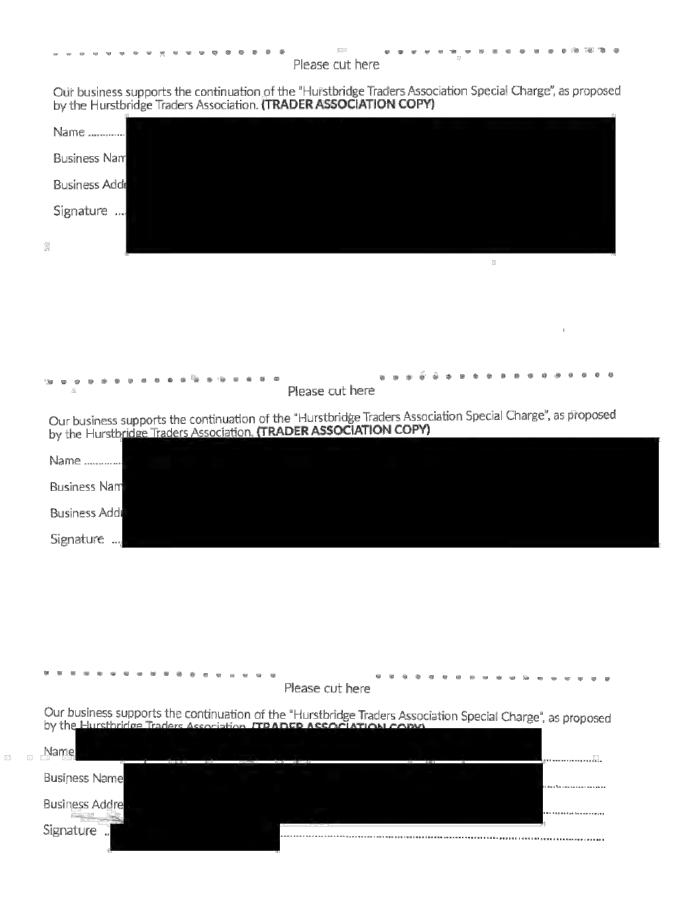
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Our business supports the continuation of the "Hurstbridge Traders Association Special Charge", as proposed by the Hurstbridge Traders Association. (TRADER ASSOCIATION COPY)

Name				
Business Name				
Business Address				
Signature				



CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 6. Hurstbridge Village - signed letters of support for continuation of Special Rate and revised proposal



CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 6. Hurstbridge Village - signed letters of support for continuation of Special Rate and revised proposal

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Our business supports the continuation of the "Hurstbridge Traders Association Special Charge", as propose by the Hurstbridge Traders Association (TRADER ASSOCIATION COPY)	þ
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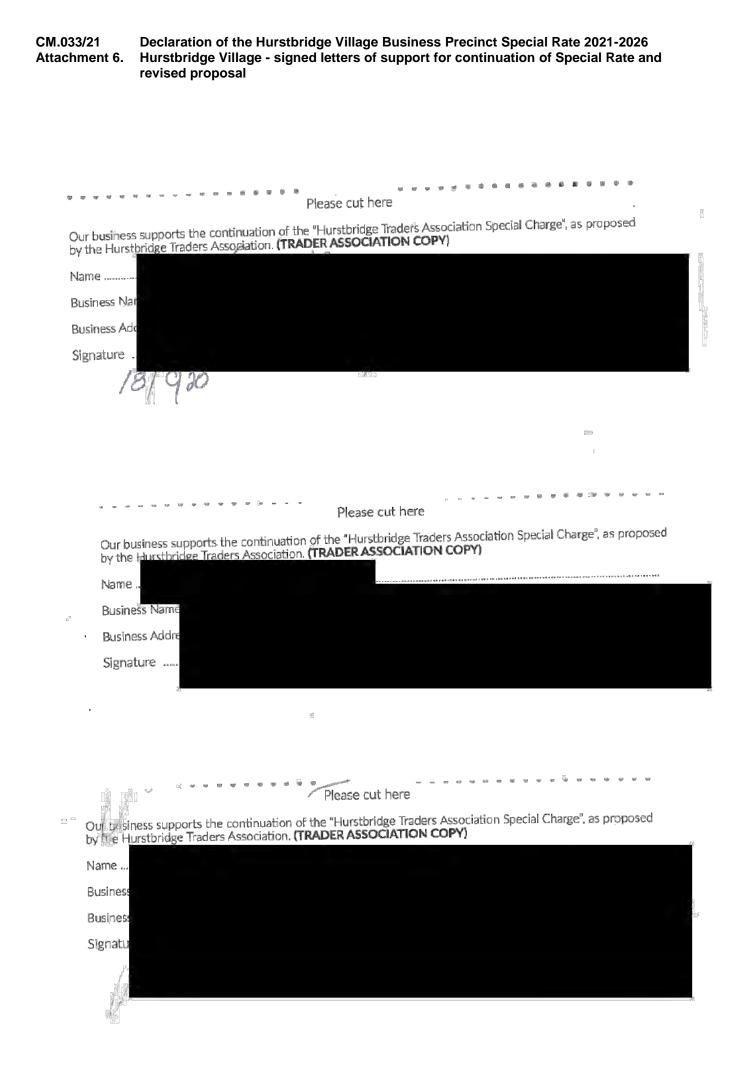
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Attachments - 259

CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 6. Hurstbridge Village - signed letters of support for continuation of Special Rate and revised proposal



81

stbridge Traders Association cial Charge Renewal

aders,

are some traders have concerns with the marketing levy for the traders in Hurstbridge, given the financial climate. I have attached a flyer outlining highlights of what the traders group has achieved in 12-18 months.

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are agreeance of the traders moving forward with the ongoing marketing levy incluing the 50% on in the first year, please sign the attached and return to a Traders Assocation representitive.

: looking forward to having your support in working to creating Hurstbridge as a talked about and well destination and ensuring the whole town can collectively rebuild post-COVID $_{\rm e}$

ls, ison, on behalf of the Hurstbridge Traders Association n@mwmhurstbridge.com.au 597 176

usiness supports the continuation of the "Hurstbridge Traders Association Special Charge", as proposed Hurstbridge Traders Association (TRADER COPY)



CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 6. Hurstbridge Village - signed letters of support for continuation of Special Rate and revised proposal

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Our business supports the continuation of the "Hurstbridge Traders Association Special Charge", as proposed by the Hurstbridge Traders Association. (TRADER COPY)

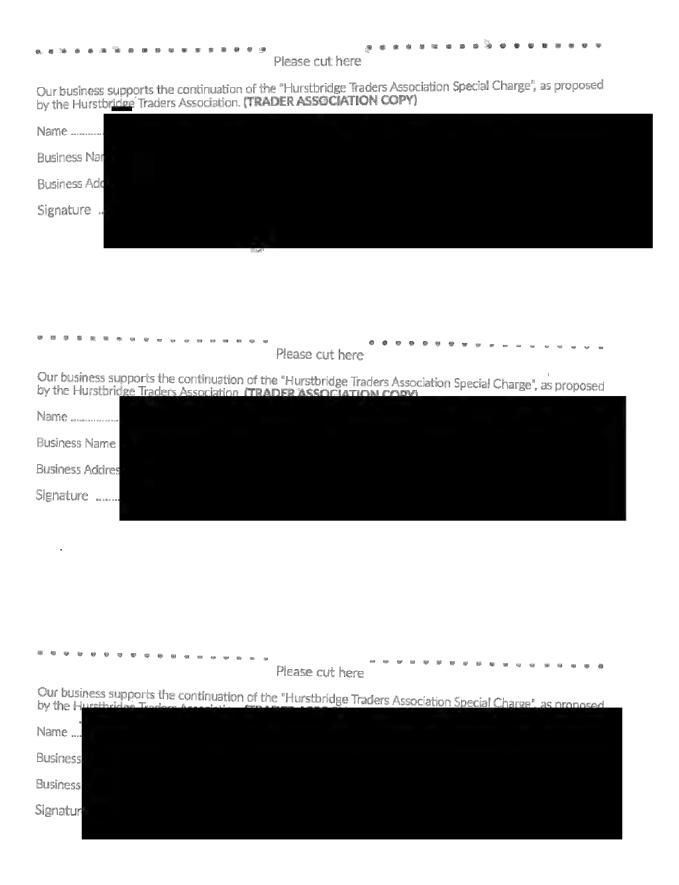
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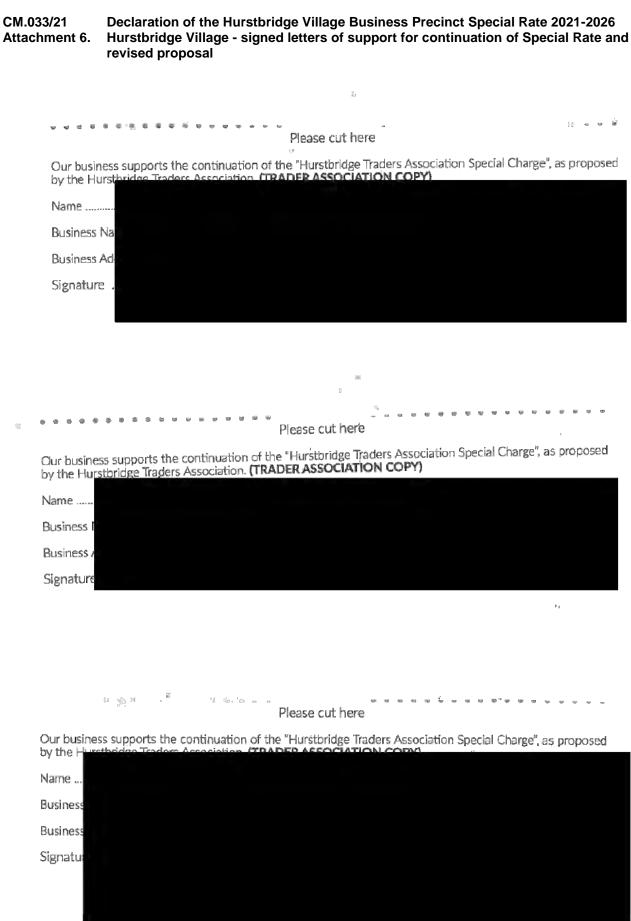
Our business supports the continuation of the "Hurstbridge Traders Association Special Charge", as proposed by the Hurstbridge Traders Association. (TRADER ASSOCIATION COPY)

Name	91 0 9 1 9 9 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Business Name	
Business Address	
Signature	

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CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 6. Hurstbridge Village - signed letters of support for continuation of Special Rate and revised proposal





Attachments - 263

Hurstbridge Traders Association Special Charge Renewal



Dear Traders,

I am aware same traders have goncerns with the marketing levy for the traders in Hurstbridge, given the current financial climate. I have attached a fiver outlining highlights of what-the traders group has achieved in the last 12-18 months.

The traders group understand the uncertainty in running a business at the moment and not knowing what. COVID 19 restrictions may affect them from weak to week.

In light of the uncertainty for this financial year, the Trader Group have requested that the special levy be reduced by 50% for all traders in year one of the new agreement (21/22), returning to the originally proposed rates from 22/23.

As has always been the case, any trader in financial difficulties can apply for a reduction in fees via the Nillumbik Council Plantship Fund.

If you are agreeance of the traders moving forward with the ongoing marketing levy incluing the 50% reduction in the first year, please sign the attached and return to a Traders Assocation representiave.

We are looking forward to having your support in working to creating Hurstbridge as a falked about and well visited destination and ensuring the whole town can collectively rebuild post-COVID.

Regards, Ian Mason, on behalf of the Hurstbridge Traders Association Imason@mymhurstbridge.com.au 0418 597 176

Our business supports the continuation of the "Hurstbridge Traders Association Special Charge", as proposed by the Hurstbridge Traders Association. (TRADER COPY)



Our business supports the continuation of the "Hurstbridge Traders Association Special Charge", as proposed by the Hurstbridge Traders Association (TRADER Association CORV)

Name	
Business N	
Business A	
Signature	
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CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 6. Hurstbridge Village - signed letters of support for continuation of Special Rate and revised proposal

bridge Traders Association al Charge Renewal



rs,

some traders have concerns with the marketing levy for the traders in Hurstbridge, given the ancial climate. I have attached a flyer outlining highlights of what the traders group has achieved in -18 months.

s group understand the uncertainty in running a business at the moment and not knowing what restrictions may affect them from week to week.

the uncertainty for this financial year, the Trader Group have requested that the special levy be 750% for all traders in year one of the new agreement (21/22), returning to the originally proposed 22/23.

ays been the case, any trader in financial difficulties can apply for a reduction in fees via the Council Hardship Fund.

agreeance of the traders moving forward with the ongoing marketing levy incluing the 50% in the first year, please sign the attached and return to a Traders Assocation representitive.

king forward to having your support in working to creating Hurstbridge as a talked about and well tination and ensuring the whole town can collectively rebuild post-COVID_®

I, on behalf of the Hurstbridge Traders Association hwmhurstbridge.com.au 176

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ess supports the continuation of the "Hurstbridge Traders Association Special Charge", as proposed rstbridge Traders Association. (TRADER COPY)

Please mit harm

CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 6. Hurstbridge Village - signed letters of support for continuation of Special Rate and revised proposal

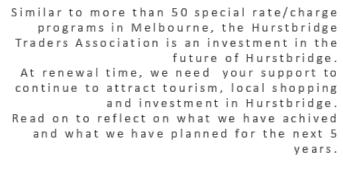
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Attachments - 266

HURSTBRIDGE TRADERS ASSOCIATION

Special charge renewal 2021-2026





lan Mason

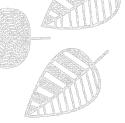
President, Hurstbridge Traders Association Mason White McDougall















What we have achieved.

Hurstbridge Village has had a "Special Charge" for businesses in the main shopping precinct since 2006. Many other shopping strips in Melbourne have a similar special rate, including Diamond Creek and Eltham.

These funds have enabled HTA to deliver some important marketing initiatives for Hurstbridge Village, which would not otherwise happen. Without this special charge, HTA would cease to exist and along with it all the activities it initiates and supports.

What activities have we completed and supported over the past five years:

- Economic and tourism advocacy to Council
- COVID-19 communications and social media
- Social media Facebook
- Website and new website in 2020
- Destination branding- Hurstbridge Village
- Auspicing and hosting Hurstbridge Wattle Festival
- Wayfinding & Heritage Trail Renewal in 2016
- Regional tourism partnership with Yarra Ranges Tourism
- Support for Boomerang Bags group
- Seasonal promotions
- Fridge magnets and shopping note pads
- Streetscaping advocacy to Council
- · Village Christmas decorations and events
- Photography of town and traders
- Newsletter communications, now email communications
- · Funding and grant submissions e.g. Christmas
- · Local area advertising e.g. Roundabout, Leader
- Nillumbik Artisits Studio Sponsorship
- · Local application of Council activities

Local traders just like you volunteer their time to attend monthly traders meetings to help make decisions on how to allocate our resources and achieve the best results for our combined marketing efforts. We also employ a marketing coordinator to undertake the marketing and promotional activities.

The vision and dedication of past and present committee members has given us a great base to move forward with, including Peter Kelly, Jenny Kennedy, Jane Lauber, Jim Usher, Ian Clarke, Lewis Brock, Craig Usher, Kay Bichard, Ian Mason, Daryl Brooke and Terry Hutton, just to name a few.



Celebration of IDAHOBIT in conjunction with Hurstbridge Yarn Bombing group



Destination branding & heritage trail



Auspice and host of Hurstbridge Wattle Festival

CM.033/21 Declaration of the Hurstbridge Village Business Precinct Special Rate 2021-2026 Attachment 7. Hurstbridge Village - Special Charge Renewal Collateral







Destination branding to be leveraged to increase tourism.



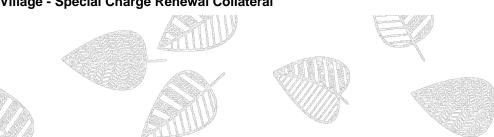
Advocacy for ongoing infrastructure projects and investment in Hurstbridge



Welcome to Hurstbridge Village

The bustling grows wedge to react the set of the train line, where country, meets rivy. When manufacture Wallward (Schladbacker) size advantational beging inferencements with a star information and the star (the set of the (the set) of the set of the se

Increased focus on social media and digital presence.



What's planned for the next five years.

Our Vision:

- Initiate activities to support, promote and grow business in Hurstbridge
- Implement activities that continue to build a sense of community wellbeing for Hurstbridge and local communities
- Work with Nillumbik Council and the community to invest in tourism and infrastructure in Hurstbridge

2021-2026 Objectives

1// Work with Nillumbik Council to identify opportunities for Hurstbridge including:

- Infrastructure investment
- Tourism investment
- Council events
- Professional development for traders
- Small business support opportunties
- Establish and maintain mutually beneficial partnerships which enable collaboration and benefit Hurstbridge Traders

2// Marketing and Communications including:

- Digital marketing and social media
- Events and support for Wattle Festival, Hurstbridge Market
- Communications to traders
- Advertising and promotion to incease tourism and shop local
- Ongoing promotion of activities and news from all traders
- Signage to encourage visitation to and easy navigation through the Village

3// Build on the heritage of Hurstbridge and increase awareness of the Hurstbridge Village Brand

- Implement activities to create connection with Hurstbridge Village
- Encourage local sponsorship of events and initiatives
- Participate in the Nillumbik Economic Development Committee

4// Ensure professional governance of the Hurstbridge Traders Association

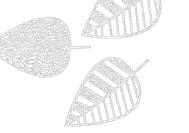
- Finanacial management
- Grants and funding opportunities
- Business and marketing planning
- Governance documentation and processes- AGM, Annual Reports,

meeting minutes and agendas













Outline of the 2021-26 Special Charge Renewal

To continue to build on the program, it is proposed that we maintain the current timing of a <u>five-year period</u>. This period will run July 1, 2021- June 30, 2026.

Each business in the <u>Main Street of Hurstbridge and Greysharps Road</u> will contribute equally to the fund. The current contrinution has remained the same for the past five years. A small increase is proposed, to <u>\$480/annum</u> with subsequent years increasing by CPI each year.

Fees will be collected annually via Nillumbik Council rates.

Process:

September.

>Formally advertised to all Hurtsbridge traders and property owners for feedback

> Letter to Coucil letter to request the statutory process

November - early 2021

> Council consideration of submissions and objections, and decision on whether to declare the special charge. Notification to all traders and property owners

Please indicate your support for the renewal of the Special Charge Program

July 2021

> If successful, Special Charge period begins.



Dorset Place Shops

Christmas in Hurstbridge, 2019

Dorset Place Giveaway, 2019

Contact Details:

Ian Mason - President, Mason White McDougall Adrian Mugavin - Vice President, Valley Rural Terry Hutton - Secretary, Workin' Clobber

- Web hurstbridgevillage.com.au
- FB /HurstbridgeVillage

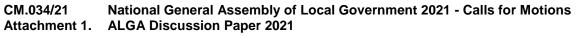
on the attached Support Form.

IG @hurstbridge_village



When you buy from

a small business, an actual person





Call for Motions

20 - 23 June 2021 National Convention Centre Canberra



Attachments - 271

KEY DATES

16 November 2020 Opening of Call for Motions

26 March 2021 Acceptance of Motions Close

20 - 23 June 2021 National General Assembly

To submit your motion go to: alga.asn.au

SUBMITTING MOTIONS

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda.

The 2020 NGA "Working Together for Our Communities" was unfortunately cancelled due to COVID-19 but the ALGA Board has decided to retain the theme and emphasise the importance of partnerships to building and maintaining resilience in our councils and our communities.

To assist you to identify motions that address the theme of the 2021 NGA, the Australian Local Government Association (ALGA) Secretariat has prepared this short discussion paper. You are encouraged to read all the sections of the paper but are not expected to respond to every question. Your motion/s can address one or more of the issues identified in the discussion paper.

Remember that the focus of the NGA is on partnerships, working together, and resilience so your questions could focus on how local governments can work in partnership with the Australian Government to address the challenges our communities face, or the opportunities that are arising to build back better.

Criteria for motions

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

- be relevant to the work of local government nationally;
- not be focussed on a specific location or region unless the project has national implications. You will be asked to justify why your motion has strategic national importance and should be discussed at a national conference;
- 3. be consistent with the themes of the NGA;
- complement or build on the policy objectives of your state and territory local government association;
- be submitted by a council which is a financial member of their state or territory local government association;
- propose a clear action and outcome i.e. call on the Australian Government to do something;
- be a new motion that has not already been debated at an NGA in the preceding two years; and
- not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

3

OTHER THINGS TO CONSIDER

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level which will assist local governments to meet local community needs. Motions should commence as follows: This National General Assembly calls on the Australian Government to restore funding for local government Financial Assistance Grants to a level equal to at least 1% of Commonwealth taxation revenue.

To ensure efficient and effective debate where there are numerous motions on a similar issue, the ALGA Board NGA Subcommittee will group the motions together under an overarching strategic motion. The strategic motions have either been drafted by ALGA or are based on a motion submitted by a council which best summarises the subject matter. Debate will focus on the strategic motions. Associated sub-motions will be debated by exception only.

Motions should be lodged electronically using the online form available on the NGA website at: www.alga.asn.au. All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and the endorsement of your council. Motions should be received no later than 11:59pm AEST on Friday 26 March 2021.

Please note that for every motion it is important to complete the background section on the form. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion. There is a word limit of 150 for the motion and 200 for the national objective and 300 for the key arguments.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-Committee, as well as by state and territory local government associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Sub-Committee considers the importance and relevance of the issue to local government and whether the motions meet all the criteria detailed above.

Please note that motions should not be prescriptive in directing how the matter should be pursued.

With the agreement of the relevant council, motions may be edited before inclusion in the NGA Business Papers to ensure consistency. If there are any questions about the substance or intent of a motion, the ALGA Secretariat will raise these with the nominated contact officer.

Any motion deemed to be primarily concerned with local, state or territory issues will be referred to the relevant state or territory local government association and will not be included in the NGA Business Papers.

There is an expectation that any council that submits a motion will be present at the National General Assembly to move and speak to the motion.

INTRODUCTION

2020 has been a year like no other. A year that many individuals and organisations, including councils, would wish to forget. While the drought lessened its hold on parts of the country to be replaced by floods, more than 110 local government areas were severely impacted by the Black Summer (2019-20) bushfires - and no one was spared the effects of the battle against COVID-19. The 2020-21 storm and fire season may add to the sense that it was a year of disasters.

Friedrich Nietzsche said: "That which does not kill us, makes us stronger." So how can councils become stronger after 2020? How can we ensure that our communities are stronger and more resilient? How do we work together and with our partners to ensure that we build back better from the series of unprecedented events that have marked 2020?

COUNCIL RESILIENCE

In the first quarter of 2020, state and territory Governments closed facilities where people gathered in numbers to reduce the probability that hospitals would be overwhelmed by a rise in COVID-19 cases. This included a substantial number of council owned and operated revenue generating facilities which had flow-on effects for other revenue-generating enterprises such as paid parking. Major funding gaps rapidly emerged in many councils that typically generated significant amounts of own revenue.

Councils that cannot generate significant amounts of the own revenue are typically dependent on grant funding from other levels of government, including Financial Assistance Grants from the Australian Government. These councils tend to service rural, regional and remote communities that are often large in area but small in terms of population. The capacity of these councils to deliver all their required services and infrastructure can be severely strained at any time.

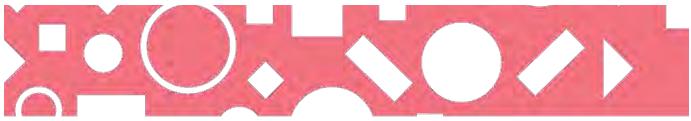
With local government funding under pressure across the nation, and other levels of government facing fiscal constraints, councils may need to do more with less in the near term and be innovative with both budgeting, service delivery, balancing competing demands and longer term financial planning. Services may need to be scaled down or delivered in innovative ways. Asset management and maintenance programs may need to be varied. Working collaboratively with neighbouring councils or forming alliances may be a way of achieving efficiencies and enhancing service delivery along with fostering innovation, cutting red tape, and working in partnership with third parties may be others.

Digital service delivery and working from home - adopted during the height of the pandemic - may become the new norm. This may increase opportunities for councils to innovate, work together and share resources, and fill long term skill gaps. New challenges may emerge including how staff are supported and how productivity, collaboration and motivation maintained. There may be significant consequences for local democracy and council's ability to engage authentically with their communities. Digital transformation and technology modernisation will be essential for some councils. Even already well-established adopters of digital technology may need to rethink their approach.

Can the Australian Government assist councils with efficiency measures that reduce the cost of services without a major change in service levels experienced by the community?

What opportunities are available to enhance the adaptive capacity of councils and its potential to 'weather the storm' through innovation and creativity? How can the Australian Government assist?

Apart from Financial Assistance Grants, how can the Australian Government assist councils to become more financially sustainable and able to better meet the needs of their communities? Are there new partnership programs or policy changes the Government



COMMUNITY RESILIENCE

Community resilience is the capicity of communities to respond to, withstand, and recover from adverse situations including natural disasters, persistent drought, pandemics, fluctuations in global trade, recession, and a rise in inequality. In some circumstances in response to these pressures and stresses, local communities are not able to recover to their previous state. Instead they need to adapt to cope with long term stresses. But ideally, we want all communities to not only survive but thrive.

Local governments play a critical role in building resilient and sustainable communities and helping to buffer people and places against social, economic, and environmental disruptions and overcome adversity. One critical area is through the provision of resilient infrastructure. Councils' infrastructure should meet the community's current and future demand, be built to contemporary standards, be affordable for both the council and the user, and be reliable with appropriate asset management practices in place to ensure maximum return on investment.

In addition to physical infrastructure, social infrastructure is also vital for resilience. Social infrastructure is broader than just buildings, it includes the individuals and groups, places, and institutions, including councils, that foster community cohesion and social support. Communities and individuals with good social networks and connections demonstrate greater resilience.

The loneliness epidemic is challenging social resilience. Research produced before the coronavirus pandemic revealed that one in four adult Australians are experiencing loneliness with over half the nation reporting they feel lonely for at least one day each week. In addition to its impacts on community resilience, feeling lonely can pose a bigger risk for premature death than smoking or obesity and can be associated with depression, poorer cardiovascular health and, in old age, a faster rate of cognitive decline and dementia.

Communities that are more vulnerable to shocks and disasters are often reliant on only one industry, have minimal redundancy or no backups for essential services and infrastructure such as only one source of water, one powerline or one access road. They also often only have few voluntary or charitable organisations working in the community. Often community leadership is weak or fails to inspire, engage, and unleash the power of other leaders and critical social networks.

Community resilience cannot be built and then left to its own devices. It needs to be strengthened continuously, not just in times of crisis. It involves people getting together to create sustainable links within their community and the community and its leaders having the ability to learn from experience and improve over time.

How can councils work in partnership with the other tiers of government to adopt a community development approach that builds resilience?

What are the best models available to councils to ensure that our communities thrive and focus on prevention and preparation rather than relief and recovery? How can the Australian Government partner with councils to ensure thriving communities?

What actions can councils take, in partnership with others including the Australian Government to promote community resilience and protect against external shocks such as industry closures or natural disasters? Are tools available to assist councils build community resilience or do we need new or different tools?

COLLABORATION AND PARTNERSHIPS

Creating a resilient community and ensuring a resilient and sustainable council requires partners. Councils can work with partners in different ways to find local solutions to local problems. They can partner with a wide range of organisations including other councils, other levels of government, the voluntary and community sector or business and research sector organisations. The aims of these partnerships are typically to improve services and deliver changes to benefit the local area.

Collaboration and partnerships with other councils and public or private organisations can also bring benefit from economies of scale in providing services or purchasing in bulk for example. Procurement partnerships have been a particularly successful example of this. Working in partnership can make a considerable contribution to efficiency improvements, such as through cost savings in back-office functions or sharing of plant and equipment.

Other benefits associated with partnerships and collaboration include opening the way for local communities to share ideas and connect with others. Partnerships enhance the ability of a council to access innovation, enhance skills development, work across council boundaries to address regional issues, and maximise competitive advantage in the delivery of major infrastructure projects.

Strategic collaboration is not just about savings and sharing resources. It is also about maximising capacity in addressing community expectations, or working with members of the community to overcome challenges and seize opportunities. For example, building and maintaining productive partnerships with Aboriginal and Torres Strait Islander people and communities is critical for councils committed to Closing the Gap and involving Aboriginal and Torres Strait Islander communities in decision-making and service development and delivery.

Collaboration and partnerships that work well are underpinned by good governance, an agreed purpose, and mutual benefit.

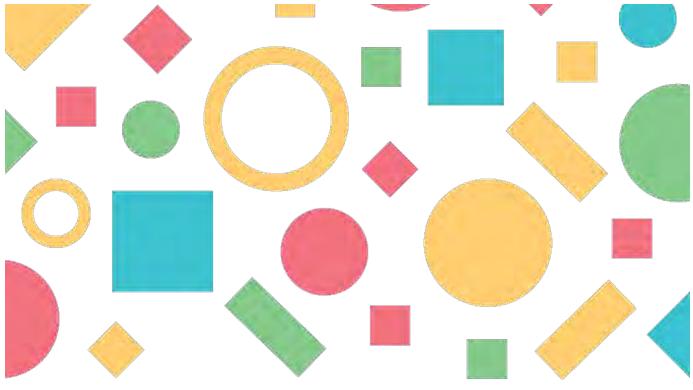
There is a long history of local government partnering with the Australian Government to deliver projects and programs that benefit local communities, achieve fairness and equity across the nation, and support local delivery of services and infrastructure. In the absence of constitutional change, how do we further build and strengthen this partnership with the Australian Government?



How do we encourage and incentivise councils to embrace partnerships and collaborative arrangements more enthusiastically including those which seek to ensure the development of economic development supporting infrastructure?

What are the obstacles to working in partnership with other councils or organisations? Can the Australian Government help overcome these?

How do councils, together with their communities, work in partnership to build resilience and entrench it into everyday life?





AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION 8 Geils Court Deakin ACT 2600 PHONE (02) 6122 9400 EMAIL alga@alga.asn.au WEB www.alga.asn.au

Attachments - 282

Proposed Motions for Australian Local Government Association National General Assembly 2021

Motion 1 – Funding to support the establishment of Community Hubs (Max 150 words)

This National General Assembly calls on the Australian Government to work closely with state and local government to develop appropriate funding mechanisms to enable local governments to establish community hubs for the co-location of key services such as education, youth services, counselling and community health, in order to deliver comprehensive, integrated support to local communities, as they recover from the COVID-19 pandemic.

National Objective (Max 200 words)

The COVID-19 pandemic has taken a severe toll on local communities, leaving no aspect of people's daily lives untouched. Councils, in their capacity as deliverers of services directly to the community, have seen the effects first-hand.

The experiences of the past 12-14 months have impacted health – both physical and mental - employment, education as well as family and social relationships. While the advent of the COVID-19 vaccine is a critical primary health intervention, the psychological, social and economic effects will require comprehensive, long-term solutions, involving all levels of government.

Councils have a central role, through their intimate local knowledge and their extensive local networks. While the issues with which communities are dealing in the aftermath of the pandemic are similar, on a broad scale, a comprehensive solution, although national in scope, must take into account local needs and characteristics.

Councils, as the providers of key services, deliverers of social and other infrastructure and the level of government with most direct community interaction, are uniquelyplaced to ensure that this occurs.

Summary of Key Arguments (Max 300 words)

Prior to the onset of the pandemic, Nillumbik Shire Council had identified the establishment of a community hub in one of its Major Activity Centres as one of the priority projects on which to advocate for Federal Government funding.



The aim of this purpose-built hub would be to serve to increase community connection and ease of access to a range of Council services. Among its features would include:

- Adult learning and registered training facilities;
- a dedicated youth space;
- a library;
- a theatre and performance function space; and
- a community lounge and meeting space.

In 2020, in order to ensure a coordinated response, Council formed its own internal Pandemic Recovery Taskforce, drawing on officers from a range of operational areas across the organisation.

At the same time, Council conducted an extensive survey *Together in Nillumbik* to better understand how the pandemic was affecting its community.

The information gleaned in this survey has been invaluable in helping to inform the work of the taskforce. Its results revealed four clear themes or areas in which people had been most affected:

- Inclusion;
- healthy environments;
- healthy behaviours; and
- employment and education.

These results and the overarching themes will guide Council's in its current response and in future pandemic planning.

Notions of collaboration, increased community connectedness and resilience, with Council playing a key role in providing the underpinning support recur throughout.

While again, they align broadly with information gleaned on a state and national level, they also contain elements unique to Nillumbik's demographic profile.

Motion 2 – Funding and support to improve bushfire preparedness and climate resilience (Max 150 words)

This National General Assembly calls on the Australian Government to work closely with state and local government to develop appropriate implementation frameworks and make available greater funding – either through the extension of its Smart Cities and Suburbs program or a new initiative, to enable local governments and their communities to implement the latest networking and monitoring technology in their efforts to improve bushfire preparedness and climate resilience.

National Objective (Max 200 words)

The fires which burned through large swathes of Australia's southeast over the summer of 2019-2020, further highlighted the increasing threat posed by climatedriven weather events to life and property.

Local governments, working closely with the various emergency agencies and the community, must be at the forefront of the response to these increasing threats.

Bushfires can have devastating and far-reaching impacts on communities, impacts that can be exacerbated through a lack of mitigation measures and resilience. The evidence is clear that the physical, social and economic effects of such disasters are far greater where communities have been unprepared.

Also beyond doubt is that the effects of climate change will increase the frequency and intensity of bushfires as well as that of other extreme weather events.

Councils have a key role in the response to these challenges. Nillumbik, as do other Councils, already works in close collaboration with its community, the various emergency service agencies and state government to address these issues collectively. This is particularly the case in bushfire mitigation.

To do so effectively however – especially for this approach to be replicated nationally – will require not just the will, but also the resources to boost capability. Technology becomes increasingly important in this context and can assist councils build community resilience in this space.

Summary of Key Arguments (Max 300 words)

Nillumbik Shire has over the years been subject to significant weather events - fire (including the Black Saturday Bushfires of 2009), floods and severe windstorms.

It comprises both urban and rural areas and therefore, Council and the community are acutely aware of the very real threats and challenges posed by such events in a range of settings.

The challenges Council faces in this regard include Nillumbik's extensive bushland and its close proximity to the urban fringe, it's river frontage and it's high proportion of privately –owned land.

Council's Bushfire Mitigation Strategy emphasizes that bushfire mitigation is a shared responsibility between Council and a range of other stakeholders, including community, agencies and other levels of government.

It also places a strong emphasis on information-sharing.

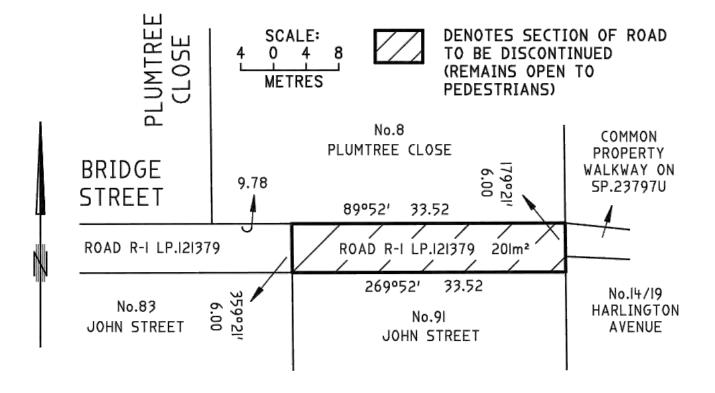
Council is also in the process of developing its new Climate Action Plan. This undertaking will, in both, development and implementation emphasize a community-centred approach.

For this approach to work, information-sharing as well as ready access to accurate, real-time information is critical.

There are a number of products on the market with highly sensitive sensor detection capabilities that include fire detection, air quality and flood monitoring. They can also be used to closely monitor biodiversity in a given area.

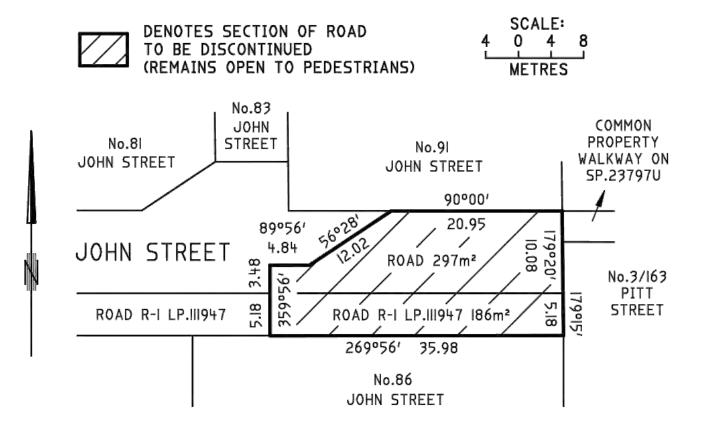
The technology has been effectively implemented elsewhere – including in Victoria's Latrobe Valley – but implementation to date has been piecemeal.

What is needed is a coordinated approach on a national scale but which recognizes the importance of a local-led response.



CM.035/21John Street and Bridge Street Road DiscontinuanceAttachment 1.Bridge Street Dimensioned Plan

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CM.035/21 John Street and Bridge Street Road Discontinuance Attachment 2. John Street Dimensioned Plan

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THE MOTION WAS PUT TO THE VOTE AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

Council	Resolution	
Council	Resolution	

MOVED: Cr Peter Clarke SECONDED: Cr John Dumaresq

That Council:

- Commences procedures to remove the road reserve status at the non-trafficable eastern end of John Street Eltham and proceeds to rezone the land to Public Park and Recreation Zone linking it to the adjoining linear reserve.
- Commences procedures to remove the road reserve status at the non-trafficable eastern end of Bridge Street Eltham and proceeds to rezone the land to Public Park and Recreation Zone retaining the footpath currently used as an access way link.
- Installs bollards at the end of the John Street kerb and channel to prevent vehicles from parking on the reserve and Council-owned land whilst retaining existing constructed driveway access to abutting residential properties.
- Commences the procedure to create a Friends of John Street Reserve group to assist in the care and maintenance of this small pocket reserve.

21

Ordinary Meeting of Council Minutes

25 February 2020

13. Notices of Motion

NOM.002/20 – John Street Reserve and John Street and Bridge Street Eltham Road Closure

 Immediately calls a meeting of abutting residents to discuss a proposed design and planting schedule for the pocket reserve.

CARRIED

CM.035/21John Street and Bridge Street Road DiscontinuanceAttachment 3.February OCM 2020 Council Resolution

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CM.035/21John Street and Bridge Street Road DiscontinuanceAttachment 4.February FNC 2021 Committee Resolution

Committee Resolution

MOVED: Cr Geoff Paine SECONDED: Cr Natalie Duffy

That the Committee (acting under delegation from Council):

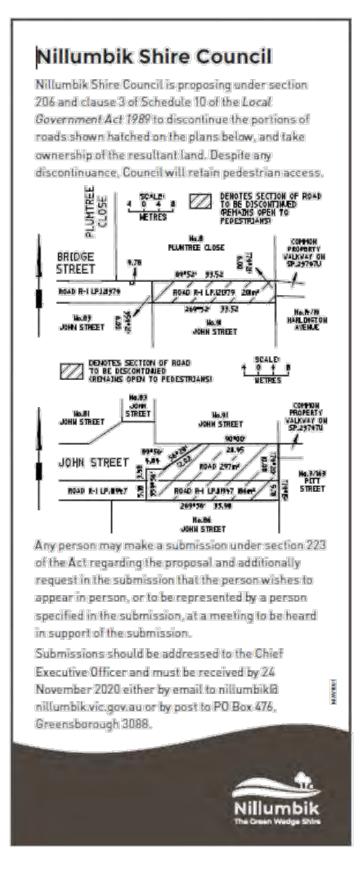
- 1. Notes the 12 submissions including three objections made with respect to the proposal to discontinue two road reserves located at the eastern end of Bridge Street in Eltham and the eastern end of John Street in Eltham
- 2. Considers a further report at the next available Council Meeting to resolve a position on the proposed road discontinuance relating to the eastern ends of John Street and Bridge Street in Eitham.

CARRIED UNANIMOUSLY

CM.035/21John Street and Bridge Street Road DiscontinuanceAttachment 4.February FNC 2021 Committee Resolution

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Attachment 5 – Public Advert in The Age on 26 October 2020



CM.035/21 John Street and Bridge Street Road Discontinuance Attachment 5. Public Notice

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Enquiries: Joseph Emmanuel Telephone: 9433 3200

26 October 2020

«Owner_Details_1» «Owner_Details_2» «Owner_Details_3» «Owner_Details_4» «Owner_Details_5»

Dear «Owner_Details_1»

Re: Road reservation discontinuance proposal

I am writing to you as a resident of John Street and Bridge Street and/or of the surrounding area to advise of Council's proposal to remove the road reserve status of sections of John Street and Bridge Street in Eltham.

Council at its Ordinary Council Meeting on 25 February 2020 resolved, amongst other things to:

- Commence procedures to remove the road reserve status at the nontrafficable eastern end of John Street Eltham and proceed to rezone the land to Public Park and Recreation Zone linking it to the adjoining reserve.
- Commence procedures to remove the road reserve status at the nontrafficable eastern end of Bridge Street Eltham and proceed to rezone the land to Public Park and Recreation Zone retaining the footpath currently used as an access way link.

A copy of the full minutes and resolution is available on the Nillumbik website at <u>www.nillumbik.vic.gov.au</u>.

To commence this process Council has formally declared its intention to discontinue these roads as part of a public notice, placed on both Council's website and The Age.

A copy of this notice is enclosed for your information.

The notice shows the areas proposed to be discontinued and of importance is noting Council's intention for both these areas to remain open for pedestrians, should the discontinuance proceed.

Civic Drive (PO Box 476) Greensborough Victoria 3088 nillumbik.vic.gov.au



As part of the proposal Council is inviting submissions under section 223 of the Act and additionally you may request in the submission that you wish to appear in person, or to be represented by a person specified in the submission, at a meeting to be heard in support of the submission. Please note, that with current COVID-19 restrictions all Council meetings are being conducted virtually.

At this stage, a date for submissions to be heard has not been scheduled, however those expressing an interest to be heard by Council will be contacted and advised in advance of the proposed date.

Submissions should be addressed to the Chief Executive Officer and must be received by 24 November 2020 either by email to <u>nillumbik@nillumbik.vic.gov.au</u> or by post to PO Box 476, Greensborough 3088.

Should you require further information with respect to this letter please contact Joseph Emmanuel, Manager Infrastructure on 9433 3200.

Yours sincerely

Hjalmar Philipp Director Operations & Infrastructure

Civic Drive (PO Box 476) Greensborough Victoria 3088 03 9433 3111 | nillumbik@nillumbik.vic.gov.au

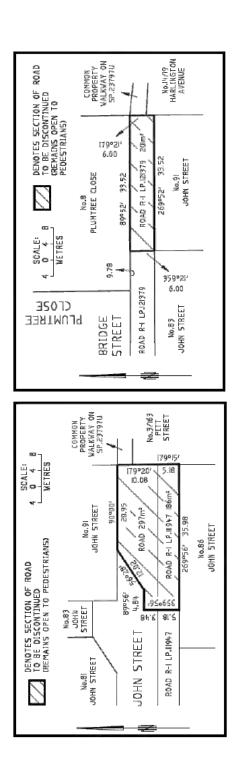
nillumbik.vic.gov.au



Road Reservation Discontinuance Proposal



Council is proposing under section 206 and clause 3 of Schedule 10 of the Local Govemment Act 1989 to discontinue the portions of roads shown hatched on the plans below, and take ownership of the resultant land. Despite any discontinuance, Council will retain pedestrian access.



the person wishes to appear in person, or to be represented by a person specified in the submission, at a meeting to be heard in support Any person may make a submission under section 223 of the Act regarding the proposal and additionally request in the submission that of the submission.

Submissions should be addressed to the Chief Executive Officer and must be received by 24 November 2020 either by email to nillumbik@nillumbik.vic.gov.au or by post to PO Box 476, Greensborough 3088 CM.035/21 John Street and Bridge Street Road Discontinuance Attachment 6. Letters to Residents

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Submission		Officer Response
1	Received on 26 October 2020 Supportive of Council's proposal to discontinue the roads. Provides safe pedestrian access, passive recreational space, adds to the amenity of the area and increased planting of vegetation enhances native birdlife and wildlife	Consistent with Council's proposal.
2	Received on 12 November 2020 Supportive of Council's proposal to discontinue the roads. Both areas are used for walking and other forms of exercise Maintaining public open space makes a difference to habitat, shade and beauty.	Consistent with Council's proposal.
3	Received on 23 November 2020 Supportive of Council's proposal to discontinue the roads however wants the western end of the road discontinuance to be extended to align with the intersection of Plumtree Close.	Council has options to address this concern and these have been provided within the report. The current proposal allows Council to achieve the intent of its February 2020 resolution which has been to prevent permanent vehicle access through the reserve, maintain pedestrian access and retain the land for public park and recreation.
4	Received on 23 November 2020 Supportive of Council's proposal to discontinue the roads as it will improve pedestrian safety, amenity and the local habitat. The proposal preserves a community asset and maintains a highly utilised pedestrian link.	Consistent with Council's proposal.
5	Received on 24 November Supportive of Council's proposal to discontinue the roads. The roads provide pedestrian access which is also used by children accessing the local primary school.	Consistent with Council's proposal.
6	Received on 24 November Objects to the proposal to discontinue the roads. Wishes to acquire the road reserve located at the eastern end of John Street, Eltham based on their continual occupation of the land.	Council has options to address this concern and these have been provided within the report. Council is unaware of any adverse possession claim lodged for the occupied area.
		The area forms part of the land proposed to be discontinued and its current use is not inconsistent with Council's strategic intent to beautify the land and retain if for public park and recreation.

Attachment 7 - Summary of Submissions and Officer Response

_		
7	Received on 24 November 2020 Supportive of Council's proposal to discontinue the roads. Walkway is used by many residents. It would be unsafe to allow vehicles to access the pathway due to the obstruction caused by their garage. Is seeking a reserve realignment at Bridge Street.	Consistent with Council's proposal.
8	Received on 2 November 2020 Supportive of Council's proposal to discontinue the roads. Maintains green areas and canopy overlay which contribute to character of the immediate location and surrounding areas. The removal of common treed space would erode cultural and heritage attributes. Frequently used as a walkway so provides important pedestrian access.	Consistent with Council's proposal.
9	Received on 23 November 2020 Objects to the proposal to discontinue the roads as it will remove access rights however will accept the discontinuance if Council allows an extended crossover to be constructed.	The proposed boundary does not prohibit or obstruct existing access to the property. The requested vehicle access extension has been assessed and not approved as it is inconsistent with Council's Vehicle Crossover Policy and in direct opposition to Council's intention to retain the area for public park and recreation.
10	Received on 2 November 2020 Supportive of Council's proposal to discontinue the roads. Avoids the intrusion of vehicle traffic into an area which is accessed by pedestrians. Provides for the preservation of the pedestrian reserve which with appropriate landscaping allows the area to retain both beauty and character. Prevents excess traffic noise and inappropriate development.	Consistent with Council's proposal.
11	Received on 5 November Supportive of Council's proposal to discontinue the roads. No reasons given in support of the position.	Consistent with Council's proposal.
12	Received 20 November 2020 Objects to the proposal to discontinue the roads as it will remove access rights.	5 5

CM.036/21 Exhibition of Amendment C126nill to the Nillumbik Planning Scheme (Part rezoning of Bridge and John Street) Attachment 1. Submitter 1 - Redacted Submission to Amendment C126 with Attachments

Submitter 1



Attention: Rosa Zouzoulas Shire of Nillumbik (by email)

Dear Rosa,

Submission in response to the "Notice of Preparation of an Amendment" for Planning Scheme Amendmant C126

Thank you for your letter dated 07-01-2021 informing us of the opportunity to make submissions on this matter. I support the proposed amendment and I applaud the council for pursuing it, but I identity a change that would improve it, and indeed might be vital to it.

This is my response on several important aspects. The proposed changes are very important to members of the local community, and we have watched the proposal when advanced at the **Future Nillumbik Committee 04-07-2020**. We noted that what was published at that time was just the motion, and that the details for submissions to the public did not emerge for some months.

Many households in the immediate neighbourhood had banded together to fight a VCAT case in 2019, and once banded together, resolved to continue with the causes that we had fought the VCAT case over. We have planned to set up a "Friends' Group" to look after some public land, and the pages about Friends' Groups on the Shire web site seemed to provide a clear and easy path forward. However, our Ward councillor (of the time) informed us that such an initiative must come from the shire, and in spite of a council resolution about this, that has not happened.

As well as the opportunity to contribute to vegetation management and see an improvement of the natural values of the land used for walkways, we saw it as important to see that the land was to be used only for walkways and the support of those natural values into the future, and that proposals for vehicular use be stopped.

I was the person who brought these matters to our Ward councillor and initiated the activity that led to the five resolutions that were passed as a motion at the council meeting in February 2020.

The actual wording of the resolutions did not exactly hit the mark, and we did not know if the deviations resulted from the officer who drafted them not reading the briefing material, or whether there were legal reasons that constrained the wording. Our resolve in February 2020 had been to make the best of what we had.

As all the necessary details were not in the resolutions, I sought instructions from our councillor about who to discuss the details with. This led to telephone discussions and email traffic with officers Jonathan Miller and Joseph Emmanuel. At first, I was told that the resolutions did not involve the establishment of new boundaries. I sent drawings and highlighted the details that came into play in deciding where new boundaries were to be.

Unfortunately, the proposed amendment C126 did not take into account all the details that the officers had been informed of. We resolved that when the opportunity arises for public comment,

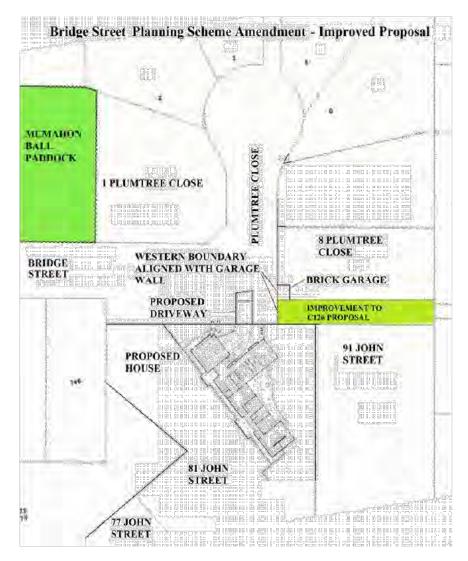
CM.036/21 Exhibition of Amendment C126nill to the Nillumbik Planning Scheme (Part rezoning of Bridge and John Street) Attachment 1. Submitter 1 - Redacted Submission to Amendment C126 with Attachments

this would be addressed, but in the meantime, we immediately sent briefing material to our councillor.

Now, unfortunately, the most serious error has arisen again as the amendment proposal has come forward.

The Planning Scheme amendment before us does not completely meet the requirements that motivated this whole process in the first place, and not even the requirements of the Council Motion Item 2.

The Motion Item identifies the **"non trafficable eastern end of Bridge Street"**, yet the proposal is for dealing only with part of that. The proposal shows the Western boundary of the area for the Bridge Street discontinuance as being a line drawn North of the boundary line between 83 and 91 John Street. This boundary line is very significant to the owners of those two properties, but it has no significance at all to the North of their northern boundaries.



When I spoke and corresponded with your officers in March, I identified the need to take many factors into account in choosing a line for the Western boundary of this discontinued road. It

CM.036/21 Exhibition of Amendment C126nill to the Nillumbik Planning Scheme (Part rezoning of Bridge and John Street) Attachment 1. Submitter 1 - Redacted Submission to Amendment C126 with Attachments

appears that this had not been done.

This has now been attended to in the community. The concerned residents have been polled, and come up with a boundary location that is considered satisfactory to all of them. This is to set the boundary to be in line with the Western face of the brick garage at number 8 Plumtree Close. (This is the Western boundary of that property.) This gives us a clean rectangular end to the road reserve and the rezoned land.

The owners of John Street which has frontage on Bridge Street as well, have a planning permit for a house to be built which will have Bridge Street access. This boundary location has been discussed with them, and meets with their approval.

My drawing of the area has been constructed by combining the boundary locations as shown in the planning scheme map with the drawing from the VCAT ruling which led to granting of the planning permit for the new house at 83 John Street. VCAT Order P1121/2019 dated 25 February 2020.

If the Western boundary of the discontinued road were to be placed as shown in your letter, it would look as if this were merely a vexatious campaign directed at one land owner. It is much more important than that. There is also the possibility of the land immediately to the west of the new zone being used for car parking in the future, and that would thwart most of the purpose of the rezoning.

In discussions with officers dealing with the rezoning and officers dealing with the road discontinuance, I have asked if there is any reason in logic or law or in standard practice for the Western Boundary of the Bridge Street part to be placed as shown. I have suggested that if there is some reason, then I could take that into account in developing my response. I have been given one reason from each of the departments. The two reasons are:

1. This is the best location for the boundary of the road discontinuance as it agrees with the boundary of the changed zone.

and

2. This is the best location for the boundary of changed zone as it agrees with the boundary of the Road Discontinuance.

With respect, I put it to you that these two reasons, put together, and in the absence of any other reasons, are not sufficient support for placing the Western boundary of either of the changes part way along the land concerned.

Please Extend the Bridge Street part of the rezoned land at the Western end up to the intersection with Plumtree Close.

yours faithfully,



CM.036/21	Exhibition of Amendment C126nill to the Nillumbik Planning Scheme (Part rezoning of
	Bridge and John Street)

Attachment 1. Submitter 1 - Redacted Submission to Amendment C126 with Attachments

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CM.036/21Exhibition of Amendment C126nill to the Nillumbik Planning Scheme (Part rezoning of
Bridge and John Street)Attachment 2.Submitter 2 - Redacted Submission to Amendment C126 with Attachments

Submitter 2

From:	
Sent:	Tuesday, 16 February 2021 1:16 PM
To:	Rosa Zouzoulas; Strategic Planning;
Subject:	JOHN STREET AND REAR OF JOHN STREET ABUTTING BRIDGE STREET
Attachments:	JOHN STREET; JOHN STREET; FW: JOHN STREET
HIROSA F	PS ITS AN EYE SITE THING I TYPE IN CAPITALS (WE RELY ON THIS DOCUMENT AND WILL
PRODUCE AS EVIDENC	E SHALL A COST DAMAGES SITUATION ARISE)
ONCE AGAIN PLEASE FI	ND MY ATTACHED CORRESPONDENCE RE COUNCIL WANTING TO CLOSE BOTH MY ROAD
ABUTTALS DOWN, PLEA	ASE VIEW AGAIN LETTERS FROM COUNCIL CONFIRMING IT WILL ALWAYS BE A ROAD
	OTE I OBTAINED THIS LETTER WELL BEFORE I ACTUALLY PURCHASED THE PROPERTY AND
DULY NOTE COUNCIL V	VAS EVEN TRYING TO SELL LAND THEY NEVER OWNED AND COUNCIL ONLY BECOME THE
	O DOUBT YOUR AWARE AND OR YOU CAN DO HISTORIC TITLES SEARCHES, ONCE AGAIN
	WORK WITH COUNCIL FOR AN ACCEPTABLE RESOLUTION I TOTALLY OPPOSE THE CLOSU
	FIL FURTHER TALKS/OFFERS FROM COUNCIL, THE EASIEST WOULD BE TO JUST APPROVE N
	DVER EXTENSION EXTREMELY SIMILAR THE RECENTLY COUNCIL APPROVED REAR ACCESS
JOHN STREET	HAS MY FULL APPLICATIONS FOR BOTH BRIDGE STREET AND JOHN STREET, EITHER WA
	CLOSURES/CLOSURE ATTEMPT'S UNTIL COUNCIL HAS PROVEN A SUITABLE ALTERNATIVE
	M BRIDGE STREET, THE COUNCIL LETTER CONFIRMING IT WOULD REMAIN A ROAD RESERV
-	REMENTS I NEEDED BEFORE I PURCHASED IT, SO NO DOUBT AN EXPENSIVE COST/DAMAGE
	M BULLIED INTO LAND LOCK AT THE REAR
KIND REGARDS	



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Submitter 2 - Attachment 1

Bea Guevara		
From: Sent: To: Subject:	Tuesday, 2 April 2019 12:38 PM JOHN STREET	
RESPONSE ALREADY		
Kind Regards,		
Sent: Tuesday, 2 April 20 To:	Natalie.Campion@nillumbik.vic.gov.au> 9 12:32 PM athon.Miller@nillumbik.vic.gov.au>	
Dear		
As advised in my email on the 18 October 2018 (below), Council did discuss with the current owners of both and the current processing part of the road reserve and putting this matter up to		

interested in purchasing the land from Council but instead lodged an adverse possession claim. This opportunity for Council to consider the road discontinuance and sale of land has now passed. The title

Council for consideration in January 2018, however the owners advised Council that they weren't

Kind Regards

Natalie Campion | Property Coordinator Nillumbik Shire Council | PO Box 476 | Greensborough VIC 3088

9433 3204 | 9433 3777 | natalie.campion@nillumbik.vic.gov.au

has been transferred into Council's name and will remain a road reserve.

From:	
Sent: Saturday, 20 October 2018 1:06 PM	
To: Natalie Campion;	
Cc: Dora llov	
Subject: RE: JOHN STREET	

Thankyou for your quick response, I will look into it

Kind Regards,

From: Natalie Campion <Natalie.Campion@nillumbik.vic.gov.au> Sent: Thursday, 18 October 2018 5:02 PM To:

Cc: Dora Ilov <Dora.Ilov@nillumbik.vic.gov.au> Subject: RE: JOHN STREET



Attachment 2. Submitter 2 - Redacted Submission to Amendment C126 with Attachments

Council did discuss with the current owners about purchasing part of the road reserve and putting this matter up to Council for consideration in January 2018, however the owners advised Council that they weren't interested in purchasing the land from Council but instead lodged an adverse possession claim.

Two caveats for adverse possession claims now exist on the title so Council is unable to consider this land for sale until a decision is made by Land Use Victoria or both caveats are withdrawn.

Kind Regards

Natalie Campion | Acting Coordinator Projects and Property Nillumbik Shire Council | PO Box 476 | Greensborough VIC 3088 9433 3204 | 9433 3777 | natalie.campion@nillumbik.vic.gov.au

From:	
Sent: Tuesda	ay, 16 October 2018 10:14 PM
To: Natalie C	Tampion
Cc:	
Subject:	IOHN STREET

GOOD MORNING NATALIE

PLEASE SEE ATTACHED, NO DOUBT THIS ISSUE YOU AARE FAMILIAR WITH, I HAVE AGREED TO BUY JOHN STREET AND WOULD ALSO LIKE TO PURCHASE THE REAR LAND, CAN YOU PLEASE UPDATE YOUR OFFER SO WE CAN FINALISE THIS KIND REGARDS

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Original Message
From:
Sent: Tuesday, 2 April 2019 10:40 AM
To: Natalie Campion;
Cc:
Subject: JOHN STREET

GOOD MORNING NATALIE,

PS YOU AY OR MAY NOT BE AWARE I LIKE TO TYPE IN CAPITALS (ITS AN EYESITE THING) AS YOU CAN SEE ATTACHED AND MAY WELL BE AWARE BOTH MYSELF AND THE FAMILY AGREED TO REMOVE A CAVEAT/CLAIM TO ASSIST COUNCIL GETTING THE LAND FORMALLY INTO THEIR NAME/ENTITIES ETC, WE WOULD EXPECT TO HAVE HAD COMMENT'S/FOLLOW UP NOW INTO TAKING OWNERSHIP OF THE LAND IN QUESTION, UNDERSTANDING THAT WHILST COUNCIL OFFERED TO SELL TO US LONG AGO, IT WAS NOT IN A LEGALLY CORRECT POSITION TO SELL WHAT THEY DID NOT LEGALLY OWN, CAN YOU PLEASE RE/ISSUE A NEW OFFER ASAP SO THIS CAN BE AT AN END

Kind Regards,

-----Original Message-----From: Sent: Tuesday, 2 April 2019 10:05 AM To: Subject:

Submitter 2 - Attachment 2

Bea Guevara

From:	
Sent:	Tuesday, 2 April 2019 10:40 AM
To:	Natalie Campion;
Subject:	JOHN STREET
Attachments:	doc01387720190402100459.pdf
Follow Up Flag:	Follow up
Flag Status:	Flagged
GOOD MORNING NATALIE.	

PS YOU AY OR MAY NOT BE AWARE I LIKE TO TYPE IN CAPITALS (ITS AN EYESITE THING) AS YOU CAN SEE ATTACHED AND MAY WELL BE AWARE BOTH MYSELF AND THE FAMILY AGREED TO REMOVE A CAVEAT/CLAIM TO ASSIST COUNCIL GETTING THE LAND FORMALLY INTO THEIR NAME/ENTITIES ETC, WE WOULD EXPECT TO HAVE HAD COMMENT'S/FOLLOW UP NOW INTO TAKING OWNERSHIP OF THE LAND IN QUESTION, UNDERSTANDING THAT WHILST COUNCIL OFFERED TO SELL TO US LONG AGO, IT WAS NOT IN A LEGALLY CORRECT POSITION TO SELL WHAT THEY DID NOT LEGALLY OWN, CAN YOU PLEASE RE/ISSUE A NEW OFFER ASAP SO THIS CAN BE AT AN END

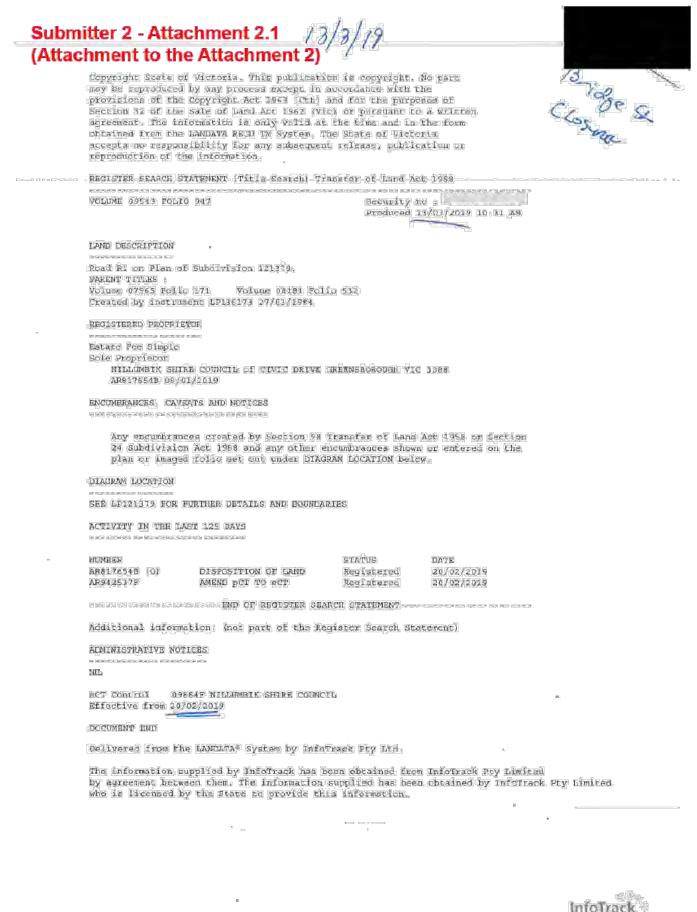
Kind Regards,

Message	
From:	
Sent: Tuesday, 2 April 2019 10:05 AM	
To:	
Subject:	

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Attachment 2. Submitter 2 - Redacted Submission to Amendment C126 with Attachments



Delivered from the LANDATA® System by

Submitter 2 - Attachment 3

Bea Guevara

From: Sent: To: Cc: Subject:	Natalie Campion <natalie.campion@nillumbik.vic.gov.au> Tuesday, 2 April 2019 12:32 PM Jonathon Miller FW: JOHN STREET</natalie.campion@nillumbik.vic.gov.au>
Follow Up Flag:	Follow up
Flag Status:	Flagged

Dear John

As advised in my email on the 18 October 2018 (below), Council did discuss with the current owners of both **Street**, Eltham about purchasing part of the road reserve and putting this matter up to Council for consideration in January 2018, however the owners advised Council that they weren't interested in purchasing the land from Council but instead lodged an adverse possession claim.

This opportunity for Council to consider the road discontinuance and sale of land has now passed. The title has been transferred into Council's name and will remain a road reserve.

Kind Regards

Natalie Campion | Property Coordinator Nillumbik Shire Council | PO Box 476 | Greensborough VIC 3088

9433 3204 9433 3777 natalie.campion@nillumbik.vic.gov.au

From:
Sent: Saturday, 20 October 2018 1:06 PM
To: Natalie Campion;
Cc: Dora llov
Subject: RE: JOHN STREET

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From: Natalie Campion <Natalie.Campion@nillumbik.vic.gov.au> Sent: Thursday, 18 October 2018 5:02 PM To: C: Dora llov <Dora.llov@nillumbik.vic.gov.au> Subject: RE JOHN STREET

Dear

Council did discuss with the current owners about purchasing part of the road reserve and putting this matter up to Council for consideration in January 2018, however the owners advised Council that they weren't interested in purchasing the land from Council but instead lodged an adverse possession claim.

Two caveats for adverse possession claims now exist on the title so Council is unable to consider this land for sale until a decision is made by Land Use Victoria or both caveats are withdrawn.

Kind Regards

Attachment 2. Submitter 2 - Redacted Submission to Amendment C126 with Attachments

Natalie Campion | Acting Coordinator Projects and Property Nillumbik Shire Council | PO Box 476 | Greensborough VIC 3088 9433 3204 | 9433 3777 | natalie.campion@nillumbik.vic.gov.au

From:
Sent: Tuesday, 16 October 2018 10:14 PM
To: Natalie Campion
Cc
Subject: JOHN STREET

GOOD MORNING NATALIE

PLEASE SEE ATTACHED ,NO DOUBT THIS ISSUE YOU AARE FAMILIAR WITH, I HAVE AGREED TO BUY JOHN STREET AND WOULD ALSO LIKE TO PURCHASE THE REAR LAND, CAN YOU PLEASE UPDATE YOUR OFFER SO WE CAN FINALISE THIS KIND REGARDS

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Original Message	
From:	
Sent: Tuesday, 2 April 2019 10:40 AM	
To: Natalie Campion; Juli Skeparoski	
Cc:	
Subject: JOHN STREET	

GOOD MORNING NATALIE,

PS YOU AY OR MAY NOT BE AWARE I LIKE TO TYPE IN CAPITALS (ITS AN EYESITE THING) AS YOU CAN SEE ATTACHED AND MAY WELL BE AWARE BOTH MYSELF AND THE MANILY AGREED TO REMOVE A CAVEAT/CLAIM TO ASSIST COUNCIL GETTING THE LAND FORMALLY INTO THEIR NAME/ENTITIES ETC, WE WOULD EXPECT TO HAVE HAD COMMENT'S/FOLLOW UP NOW INTO TAKING OWNERSHIP OF THE LAND IN QUESTION, UNDERSTANDING THAT WHILST COUNCIL OFFERED TO SELL TO US LONG AGO, IT WAS NOT IN A LEGALLY CORRECT POSITION TO SELL WHAT THEY DID NOT LEGALLY OWN, CAN YOU PLEASE RE/ISSUE A NEW OFFER ASAP SO THIS CAN BE AT AN END

Kind Regards,

FS-C8525MFP [00:17:c8:03:e9:d3]

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Attachment 2. Submitter 2 - Redacted Submission to Amendment C126 with Attachments

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Attachment 3. Sumbitter 3 - Redacted Submission to Amendment C126 with Attachments

10 February 2021

John Street Eltham, VIC 3095 Australia

Mr Rosa Zouzoulis Executive Manager Community Safety and Planning Nillumbik Shire Council <u>strategic.planning@nillumbik.vic.gov.au</u>

Dear Ms Zouzoulis,

Re: Nillumbik Planning Scheme (NPS) Amendment No C126 to Partially Rezone the Eastern End of John Street, Eltham from Neighbourhood Residential Zone Schedule 1 to Public Park and Recreation Zone.

We refer to the above matter and to Council's letter to us, dated 7 January 2021, and confirm we write in response to Council's invitation for submissions regarding this matter. We confirm our submission as follows:

- 1. We are , both of John Street, Eltham.
- We are writing to object to the Council's current proposal to partially rezone the eastern end of John Street, Eltham ("The Proposal").
- 3. We refer to:
 - (a) the attached survey sketch plan of the eastern end of John Street, as prepared by Lawlor & Loy ("Appendix 1");
 - (b) the Plan of Survey prepared by the Webster Survey Group ("Appendix 2");
 - (c) the 2016 copy of a LANDATA Plan of Consolidation of the property being John Street, Eltham ("Appendix 3");
 - (d) an explanatory letter authored by Mr Neil Webster of the Webster Survey Group ("Appendix 4").
- 4. We wish to object to the Proposal because the area to be rezoned as Public Park and Recreation Land (edged red on "Appendix 1") includes land that we have been occupying as part of our garden for more than 30 years, as approximately indicated on the Lawlor & Loy Sketch Plan ("Appendix 1") with an accompanying annotation "This Area Occupied by No. 86". The attached Webster Group Plan of Survey, ("Appendix 2"), refers to "This Area Occupied by No. 86". No. 86" with the annotation "B": herein referred to as "the Occupied Land"). Both the Lawlor & Loy Sketch Plan and the Webster Group Survey Plan clearly indicate the 'star picket and wire' fence that can be identified as having formed the physical boundary of the Occupied Land for a period of at least 43 years. From the time of the 1974 subdivision, the Occupied Land: (a) has been held in the name of the sub-divider who is a private entity, and (b) has never been managed by Nillumbik Shire Council (NSC)

public notices. The Occupied Land has never been open to pedestrian or vehicular traffic: it has never served an Open Space function as has been misleadingly stated in Council communications related to both this matter and the John Street Eltham Road Discontinuance proposal.

- 5. We request that Council remove the Occupied Land from the proposed NPS Amendment No C126 to Partially Rezone the Eastern End of John Street, Eltham from Neighbourhood Residential Zone Schedule 1 to Public Park and Recreation Zone.
- 6. We believe that we have acquired the right to make this request based on (a) our continued and exclusive ownership, occupation and use of the John Street, Eltham property, and (b) the fact that we will be adversely affected by the C126 Amendment that is the subject of this submission. During our exclusive and continued use of the Occupied Land over a period of 33 years we have never received any complaints or objection to our occupation.
- 7. We are concerned that any attempts to open up the Occupied Land to recreational use and pedestrian access would have a detrimental effect on our security, privacy and quiet enjoyment of our home and garden. Should the rezoning amendment succeed, the public would have open access to our garden and be within a few metres of our home and living area: a Bush Garden Overlay applies to the Eastern end of John Street and security or privacy fencing would be disallowed as such wouldn't comply with the Neighbourhood Residential SLO 3 Zoning (NRZ SLO3) requirements.

Background

- 8. We purchased the property at John Street in 1987. At the time that we purchased the property, the Occupied Land had already been enclosed and occupied by the previous owner.
- 9. We were therefore under the impression when we purchased the property in 1987 that the physical boundaries represented the boundary of John Street. The boundary fences have not been moved and therefore the current boundary fences of John Street are as they were at the time we purchased the property in 1987.
- 10. We then proceeded to complete the existing mudbrick dwelling and over time we landscaped the garden, which included the Occupied Land.
- 11. It was only in October 2016 that we became aware that our northern boundary fence was not sited on the title boundary as shown in the plan to our title and the average ("Appendix 3"). The circumstances around this discovery are explained in the attached letter from our survey or Neil Webster, dated 23 November, 2020 ("Appendix 4").
- 12. Our exclusive occupation of the Occupied Land has therefore existed for more than 30 years without causing any issues for our neighbours, pedestrians, or other members of the public and we have never received any complaints. Furthermore, our occupation does not conflict with the Council's wish to preserve the land coloured blue on Appendix 1 as a reserve; in fact, our using the Occupied Land as a landscaped garden aligns with the Council's wish that the land not be used as a road.

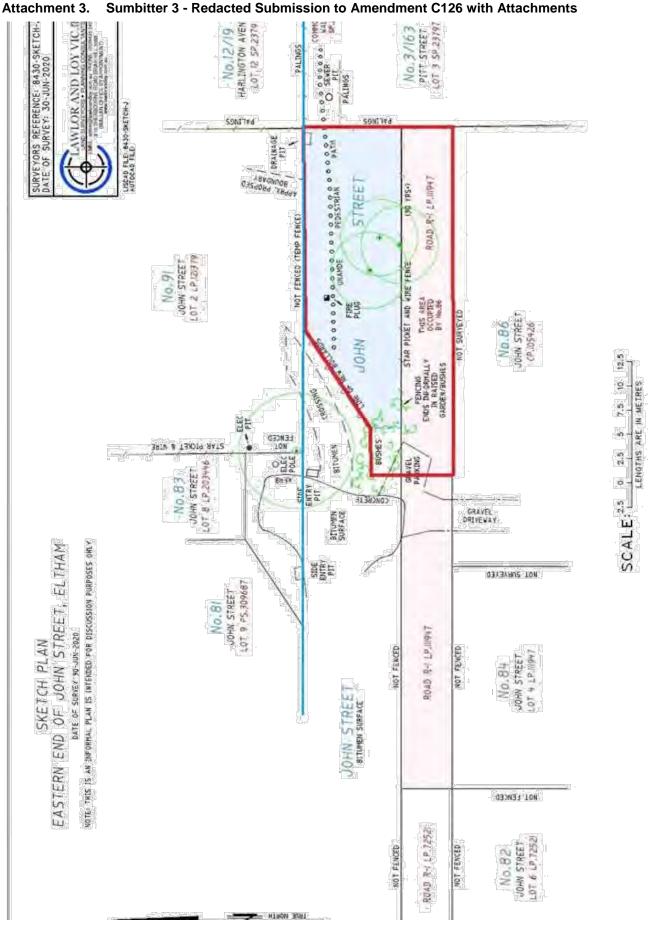
<u>Conclusion</u>

- 13. We object to the re-zoning proposal on the on the basis that the Occupied Land:
 - a. has never been open to pedestrian or vehicular traffic;
 - b. has never been managed by Nillumbik Shire Council;

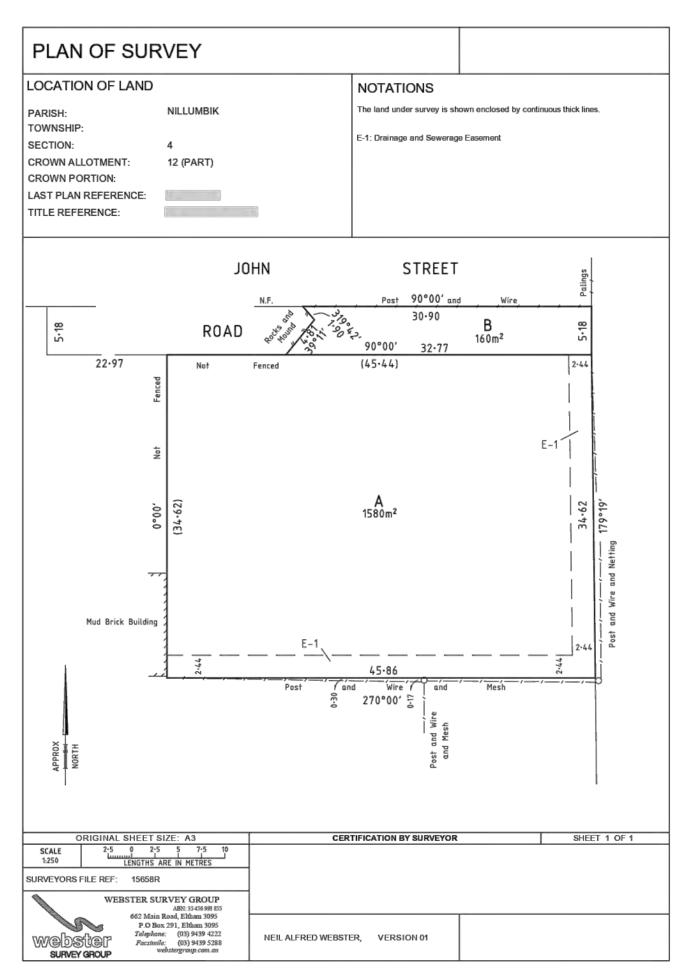
- c. is held in the names of the original sub-dividers;
- d. has been cared for by us as responsible custodians during our period of occupation;
- e. has been fenced to the exclusion of the public for at least 43 years;
- currently acts as a buffer between our living area and a public open space (the loss of which would negatively impact on our privacy, security and quiet enjoyment of our property, considering the architectural and landscaping layout);
- g. if rezoned, would leave the entire 46m frontage of our home un-fenced and exposed to the roaming public, a few metres from our open-plan residence living areas (the NRZ Bush Garden Precinct SLO3 requirements would preclude the erection of a security fence).
- 14. We respectfully ask the Council to support our request to remove the Occupied Land from the proposed NPS Amendment No C126.
- 15. We are happy to provide any further information the Council requires.

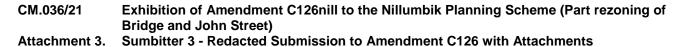
Yours sincerely,

Att: Appendix 1 – Lawlor & Loy survey sketch plan Appendix 2 – Plan of Survey Appendix 3 – Constant Appendix 4 – Letter from Neil Webster



Attachment 3. Sumbitter 3 - Redacted Submission to Amendment C126 with Attachments





Delivered by LANDATA®. Land Victoria fimestamp 04/10/2016 09:47 Page 1 of 1 APPROP SOLIDATION OF PART OF CROWN ALLOTMENT 12 SECTION 4 . REGISTER HAS BEEN DIGITALLY AMENDED TO THE ORIGINAL DOCUMENT OF THE REGISTER PARISH: NILLUMBIK COUNTY: EVELYN Measurements are in METRES Shire Red 76/66 ENCUMBRANCES AS TO THE LAND MARKED E -1 THE EASEMENTS (IF ANY) EXISTING OVER THE SAME BY VIRTUE OF SECTION 98 OF APPROVED THE TRANSFER OF LAND ACT FOL227 17 VIN STREET JOHN RNING THE IMAGE OF THIS DOCUMENT OF FURTHER AMENDMENTS ARE TO BE IMADE Ø ROAD ROAD 90° 0' 45.44 2 44 22.97 E-1 34-62 ١ ō 2 ° 20,0 with ut consolidation with eta-review etham Shire Louis it us us F H 5. 5.447 . 1976 Se 2.44 As wheese thereal, the Commun New ₹Ş SEC 5 m. President, Councillus and Rater-5.86 to on the Shire of Litham was linked here to on the shire day of 1875 In the presence of 270°0 まる \$ ¢. ORAINAGE & SEWERACE . President EASEMENT VIDE L P 18947 Give. -0Connellu Sealed Pursuant to the provisions of Sec 559 A B of the Local Govt Act CONSENT OF COUNCIL SURVEYORS CERTIFICATION THIS PLAN OF CONSOLIDATION OF TITLE I CERTIFY THAT THIS PLAN HAS BEEN CP 105426 WAS APPROVED BY THE COUNCIL OF THE MADE BY ME AND ACCORDS WITH TITLE. SHIRE OF ELTHAM ON THE DAY OF AND HAS BEEN SEALED PURSUANT TO THE PROVISIONS OF SECTION OF THE LOCAL COVERNMENT ACT 569 AB SURVEYOR LICENSED 8/6/1976 DATE REF. 2302/929

CM.036/21 Exhibition of Amendment C126nill to the Nillumbik Planning Scheme (Part rezoning of **Bridge and John Street)** Sumbitter 3 - Redacted Submission to Amendment C126 with Attachments Attachment 3.

23 November, 2020

Reference: 15658

Chief Executive Officer Nillumbik Shire Council Civic Drive GREENSBOROUGH 3088

Dear Sir.

RE: John Street, Eltham

We act on behalf of Street, Eltham.

with regard to their property at John

Originally from interstate, they purchased the unfinished property in 1987.

When they purchased the property there was a boundary fencing in place and their expectation was that the existing fencing represented the boundary of the parcel of land they had purchased.

then proceeded to complete the mudbrick dwelling and over a period of time they maintained, improved and nurtured their house and garden area for a period of 33 years to date.

The home represents a fine example of the iconic Eltham mudbrick house.

In October 2016 our office was instructed to carry out a title boundary survey of the property in order to confirm the true line for a replacement fence along the southern boundary. As part of our survey we identified that the John Street boundary fence was on the original John Street alignment however the fence line did not represent property was created in a Plan of the current title boundary. Subdivision approved in May 1974 (LP 111947). Around that time, any re-subdivision in the smaller streets such as John Street, which were initially set aside with the width of 33 feet, were required to show a widening strip so as to increase the overall width to 50 feet.



WEBSTER SURVEY GROUP ABN 35 455 993 855 p. (03) 9439 4222 1 (03) 9439 5288 e info@webstergroup.com.au w vrebstergroup.com.au 662 Main Road, Eltham 3095 All correspondence to PO Box 291, Eltham 3095

LAND SURVEYORS >> TOWN PLANNING >> PROJECT MANAGEMENT

CM.036/21 Exhibition of Amendment C126nill to the Nillumbik Planning Scheme (Part rezoning of Bridge and John Street)

Attachment 3. Sumbitter 3 - Redacted Submission to Amendment C126 with Attachments



-2-

However, continuity of the widening was never achieved and therefore no longer practical.

It came as somewhat of a shock to **second the second secon**

Due to ongoing recent events it is now becoming most important that the matter is resolved especially to protect their privacy, security and quiet enjoyment of the land.

It is noted that the strip of land does have a "Road" status and therefore we request your assistance in providing a letter to Land Registry stating that the Road is not required for that specific purpose and the Road status can be removed.

We look forward to your further communication in this matter however should you require further information please do not hesitate to contact our office.

Yours faithfully

Neil Webster Director

Cc:



WEBSTER SURVEY GROUP ABN 35-156-993-855 (03) 9430-1722 1 (03) 9430-5288 1 Info@webstergroup.com.au 852 Main Road, Etham 3095 All comessiondence to PC Box 291, Ethiam 3995

LAND SURVEYORS J TOWN PLANNING J PROJECT MANAGEMENT

CM.036/21 Exhibition of Amendment C126nill to the Nillumbik Planning Scheme (Part rezoning of Bridge and John Street) Sumbitter 3 - Redacted Submission to Amendment C126 with Attachments

Attachment 3.

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.036/21	а	nd John Street)	nill to the Nillumbik Planning Sc	heme (Part rezoning of Bridg
achmen	esuodsay	 a) Council do not need to rezone the subject land to facilitate public space and associated planting/fixtures, e.g. tree planting and bollards. Nor does the rezoning facilitate parking abatement. Council as the public land manager may make these changes without the benefit of rezoning. b) The proposed boundary for rezoning in the amendment is strategically justified based on the alignment of the proposed road discontinuance being undertaken as separate process. 	a) The proposed amendment does not remove or impact on the current vehicular access crossover arrangements to this submitter's property.	 a) Approval of amendment C126 would result in land currently being used for private purposes be rezoned to a public zone. Any concerns with respect to adverse possession will be considered as part of a separate process.
	Changes Sought	Extend the Bridge a Street side of the proposed rezoning at the Western end up to the intersection with Plumtree Close.		Requests that Council remove the Occupied Land from the proposed Amendment C126 to Partially Rezone the Eastern End of John Street, Eitham from Neighbourhood Residential Zone Schedule 1 to Public Park and Recreation Zone.
Amendment C126nill Summary of Submissions Council Meeting 23 March 2021	Summary of submission	Supports the proposed amendment with changes. Notes that if the Western boundary of the discontinued road should be extended. Notes the possibility of the land immediately to the west of the proposed rezoning of the proposed rezoning of the proposed rezoning the future, and that would thwart most of the purpose of the rezoning.	Does not support amendment and states that it will close vehicular access to the submitter's property. The submitter also states that they have applied to extend a crossover on Bridge Street.	The submitters state that they have occupied land on the John Street side of the proposed amendment area for over 30 years and that a rezoning will result in their fencing being removed and leave them exposed; negatively impacting their privacy, security and amenity.
nill Summary of Subn leeting 23 March 2021	Support / Oppose	SUPPORT (with changes)	OPPOSE	OPPOSE
endment C126 Council M	Enquired previously?	yes	2	2
Am	1:1 meeting?	6	Ê	0
	Date Acknowledgement Sent	19/01/2021	16/02/2021	23/02/2021
	Acknowledgement From	Strategic Planning	Strategic Planning	Strategic Planning
	Date Received	18/01/2021	16/02/2021	22/02/2021 (Late)
	Submitter #	~	N	m

CM.036/21 Exhibition of Amendment C126nill to the Nillumbik Planning Scheme (Part rezoning of Bridge and John Street)

Attachment 4. Summary of Submissions to C126nill

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CM.037/21Nillumbik Customer First Strategy - Annual Review and UpdateAttachment 1.Strategy timeline and evaluation

Goal		Action	Status
Goal 1	1.1	Customer First Training	Operational
Culture & Leadership	1.2	Business Plan Review	Operational
	1.3	Customer Experience Policy and Standards	In progress
	1.4	Rewarding Outstanding Service	Operational
	1.5	Staff as Organisation Ambassadors	Operational
	1.6	One Stop Shop	Operational
Goal 2	2.1	Establish KPI framework	Operational
Reporting & Measurement	2.2	Improve our Business Processes	Operational
	2.3	Quality benchmarking program	Operational
	2.4	Complaint Management Framework	In progress
Goal 3	3.1	Regularly measure customer satisfaction	Operational
Customer Intelligence	3.2	System Management Review	Operational
	3.3	Customer Journey Maps	Operational
	3.4	Develop Customer Personas	Deferred
Goal 4	4.1	CRM platform review	Deferred
Engagement Tools	4.2	Single view of the Council to customers	Deferred
	4.3	Enhancement of Records Management	Operational
	4.4	Enhancement of Council's website	In progress
	4.5	Effective customer communication	In progress
	4.6	E-services business model	In progress
	4.7	Choice of cost effective access channels	In progress
Goal 5	5.1	Organisational CII approach to Process Mgmt	Operational
Business Improvement	5.2	Annual Strategy Progress Report	Operational
	5.3	Knowledge Management Review	Operational

CM.037/21Nillumbik Customer First Strategy - Annual Review and UpdateAttachment 1.Strategy timeline and evaluation

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Planning and Environment Act 1987

NILLUMBIK PLANNING SCHEME

AMENDMENT C131

EXPLANATORY REPORT

Who is the planning authority?

This amendment has been prepared by the Nillumbik Shire Council, which is the planning authority for this amendment.

The Amendment has been made at the request of Nillumbik Shire Council.

Land affected by the Amendment

The Amendment applies to land within the Green Wedge Zone and Rural Conservation Zone (Schedules 1-5).

What the amendment does

The Amendment amends the schedule to the Green Wedge Zone and schedules 1 to 5 of the Rural Conservation Zone to require a permit trigger for earthworks which involve the receipt, importation, stockpiling or placement of more than 100 cubic metres of fill on land within those specified zones.

Specifically, the request:

Amends the Schedule to Clause 35.04 (Green Wedge Zone), and schedules 1-5 of Clause 35.06 (Rural Conservation Zone).

Why is the Amendment required?

The Amendment will assist the council to manage large earthworks and the placement of fill within the Green Wedge and Rural Conservation Zones (Schedules 1-5) allowing the Council to assess and mitigate the future risks and fill activities which are having significant environmental and amenity impacts in the Shire.

Earthworks are currently unregulated in areas that are not subject to environmental specific planning controls and have a range of potentially negative environmental, amenity and landscape impacts. Requiring a permit for 'earthworks' will provide Council with a mechanism to regulate them and to minimise these impacts.

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

The Amendment implements the following objectives as set out in Section 4 of the *Planning and Environment Act* 1987:

- Section 4(1) (a) To provide for the fair, orderly, economic and sustainable use and development of land.
- Section 4(1) (b) To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.
- Section 4(1) (g) To balance the present and future interests of all Victorians.

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

The Amendment will provide a basis for addressing the potential environmental, amenity and landscape impacts of earthworks and the importation of fill within Nillumbik's Green Wedge.

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 1. C131nill Explanatory Report

Does the Amendment address relevant bushfire risk?

The Amendment will not increase the risk of life, property, community infrastructure and the natural environment from bushfire.

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

This Amendment supports Direction 4.5 *Plan for Melbourne's green wedges and per-urban areas*, in facilitating the desired planning outcomes for green wedges and peri-urban areas through avoiding significant land disturbance, reducing the occurrence and impact of soil erosion and salinity and managing potentially contaminated land.

The Amendment will improve the effectiveness and efficiency of the Nillumbik Planning Scheme and will provide certainty around the current ambiguity of use of rural land for clean fill earthworks, particularly 'dumping' which may also be attributable to a commercial scale use in its own right in some instances.

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

The amendment complies with Minister's Direction No 11, 'Strategic Assessment of Amendments'. All requirements to be met under the direction have been considered and met in the preparation of the amendment.

The Amendment is consistent with Minister's Direction No 9 *Metropolitan Strategy*, particularly Direction 2 – *Better management of metropolitan growth*. This direction reinforces 'green wedges' as a fundamental feature of metropolitan planning and includes:

Policy 2.4 - Protect the green wedges of metropolitan Melbourne from inappropriate development.

It also identifies Melbourne 2050 will protect the green wedges for non-urban uses and encourage proper management of these areas. Each green wedge has unique features and will require a tailored management approach to promote and maintain its diversity.

The Amendment is also consistent with Direction 7 - A greener city.

This direction includes:

- Policy 7.1 Ensure that water resources are managed in a sustainable way
- Policy 7.5 Protect ground water and land resources
- Policy 7.7 Protect native habitat and areas of important biodiversity through appropriate land use planning.

The amendment will provide a mechanism by which Council will be able to address potential impacts on water and land resources and protect habitat and biodiversity.

The amendment is consistent with Planning Practice Note 42 *Applying the Rural Zones* in advancing the purpose of the zones including in the Green Wedge Zone in *protecting and conserving non-urban land outside of the Urban Growth Boundary (UGB) for its agricultural, environmental, historic, landscape, or recreational values, or mineral and stone resource and in the Rural Conservation Zone in <i>primarily protecting and conserving rural land for its environmental features or attributes.*

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

The Amendment is consistent with State policy **11.01-1R Green wedges – Metropolitan Melbourne** where the objective of this clause is to protect the green wedges of Metropolitan Melbourne from inappropriate development.

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 1. C131nill Explanatory Report

The amendment is also consistent with State policy **12** Environmental and Landscape Values where in seeking to control the impacts of fill in rural areas, the amendment advances the objectives of this policy where Planning should help to protect the health of ecological systems and the biodiversity they support (including ecosystems, habitats, species and genetic diversity) and conserve areas with identified environmental and landscape values.

The amendment is particularly aligned to the objectives of State policy **13** Environmental Risks and **Amenity**, with particular regard that *Planning should aim to avoid or minimise natural and human-made environmental hazards, environmental degradation and amenity conflicts.* With the green wedge covering 91 percent of the Shire, land filling is an environmental, health and safety issue. This type of activity is largely unregulated and can have negative impacts to the environment, landscape and amenity of the green wedge areas.

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

The Amendment supports the implementation of the LPPF. Specifically, the proposed Amendment advances the following local planning policies:

Clause 21.05-3 Environment, Conservation & Landscapes includes Objective 2 which seeks to ensure land use and development is assessed in the context of its potential effect on the wider catchment and encourages sustainable land management by:

- Encouraging coordinated environmental management of public and private land;
- Protecting the natural systems including land, air and water from pollution and detrimental
 activities in accordance with relevant State legislation including State Environment Protection
 Policies, best practice environmental management guidelines and approved catchment
 strategies; and
- Ensuring land use and development is consistent with identified land capability and environmental constraints and is managed to have minimum adverse impact on neighbouring properties and the catchment.

How does the Amendment support or implement the Municipal Planning Strategy?

Not applicable.

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

The Amendment seeks to ensure that the Victorian Planning Provisions are correctly applied through the correct application of zone provisions and reflects the current and future intended use of the land.

The amendment will add a permit trigger for earthworks which involve the receipt, importation, stockpiling or placement of more than 100 cubic metres of fill on land within those specified zones.

Adding a planning permit trigger to the schedules to the Green Wedge and Rural Conservation Zones is the most appropriate application of the VPP for this type of planning permit trigger.

The majority of major earthworks and soil importation/dumping is occurring on land in these zones.

In this application, the new permit trigger is considered building and works under the parent clause 35.04-5 of the Green Wedge Zone and clause 35.06-5. As such, the council will be required to consider the decision guidelines in clauses 35.04-6 and 35.06-6 which include a range of general, rural, environmental, design and siting issues listed under those clauses.

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 1. C131nill Explanatory Report

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

The views of relevant agencies will be sought during the public exhibition process, however both the EPA and Melbourne Water have been consulted in regard to the subject of this amendment, and are generally supportive of the proposed amendment and have noted that they (under their relevant operational Acts) cannot effectively regulate the issue of clean fill dumping in rural areas, and consider the planning scheme as the most effective control for such activities. Both agencies note an increased frustration by local authorities in dealing with this issue in rural areas.

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

The Transport Integration Act 2010 requires that a planning authority have regard to transport system objectives and decision-making principles where a planning scheme amendment is likely to have a 'significant impact on the transport system'. There are no statements of policy principles relevant to the amendment.

Resource and administrative costs

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

The Amendment will lead to an increase in planning permit applications, however the resource and administrative costs associated with this are not expected to be significant and will be offset by a reduction in resources applied to managing the impacts of unregulated earthworks and the importation of fill.

Where you may inspect this Amendment

The amendment can be inspected free of charge at the Nillumbik Shire Council's website at https://participate.nillumbik.vic.gov.au/

And/or

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

Nillumbik Shire Council Offices

Civic Drive

Greensborough 3088

The Amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at:

www.planning.vic.gov.au/public-inspection.

Submissions

Any person who may be affected by the Amendment may make a submission to the planning authority. Submissions about the Amendment must be received by [insert submissions due date].

A submission must be sent to:

Nillumbik Shire Council

Civic Drive (PO Box 476)

Greensborough 3088

Council's offices will be closed during the Covid-19 State of Emergency. If you require a hard copy, or if you have difficulty accessing the documents please contact the Strategic Planning team via strategic.planning@nillumbik.vic.gov.au.

Panel hearing dates

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- directions hearing: To commence in week of (to be confirmed once Council endorsement recieved).
- panel hearing: To commence in the week of (to be pre-set once Council endorsement recieved).

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge

Attachment 1. C131nill Explanatory Report

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CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 2. C131nill Instruction Sheet

Planning and Environment Act 1987

NILLUMBIK PLANNING SCHEME

AMENDMENT C131NILL

INSTRUCTION SHEET

The planning authority for this amendment is the Nillumbik Shire Council.

The Nillumbik Planning Scheme is amended as follows:

- In Zones Clause 35.04, replace the Schedule with a new Schedule in the form of the attached document.
- In Zones Clause 35.06, replace Schedule 1 with a new Schedule 1 in the form of the attached document.
- In Zones Clause 35.06, replace Schedule 2 with a new Schedule 2 in the form of the attached document.
- In Zones Clause 35.06, replace Schedule 3 with a new Schedule 3 in the form of the attached document.
- In Zones Clause 35.06, replace Schedule 4 with a new Schedule 4 in the form of the attached document.
- In Zones Clause 35.06, replace Schedule 5 with a new Schedule 5 in the form of the attached document.

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 2. C131nill Instruction Sheet

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CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge

Attachment 3. C131nill Ordinance

AMENDMENT C131NILL

System Note: The following ordinance will be modified in Clause:35 RURAL ZONES, Sub-Clause:35.04 GREEN WEDGE ZONE

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 3. C131nill Ordinance

AMENDMENT C131NILL

C131nill SCHEDULE TO THE GREEN WEDGE ZONE

Shown on the planning scheme map as GWZ.

	Land	Area/Dimensions/Number
Minimum subdivision area (hectares).	None specified	
Function centre (number of patrons).	None specified	
Group accommodation (number of dwellings).	None specified	
Residential hotel (number of bedrooms).	None specified	
Restaurant (number of patrons).	None specified	
Minimum area for which no permit is required to alter or extend an existing dwelling (square metres).	None specified	
Minimum area for which no permit is required to alter or extend an existing building used for agriculture (square metres).	None specified	

Permit requirement for earthworks	Land
Earthworks which change the rate of flow or the discharge point of water across a property boundary.	All land
Earthworks which increase the discharge of saline groundwater.	None specified
Earthworks which involve the receipt, importation, stockpiling or placement of more than 100 cubic metres of fill.	All Land

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 3. C131nill Ordinance

AMENDMENT C131NILL

C131nII SCHEDULE 1 TO THE RURAL CONSERVATION ZONE

Shown on the planning scheme map as RCZ1.

CONSERVATION VALUES

To provide for rural residential development that is compatible with the environmental values of the land given the close proximity to the Plenty Gorge.

	Land	Area/Dimensions/Number
Minimum subdivision area (hectares).	All land	1 hectare
Maximum floor area for which no permit is required to alter or extend an existing dwelling (square metres).	None specified	
Maximum floor area for which no permit is required to construct an out-building associated with a dwelling (square metres).	None specified	
Maximum floor area for which no permit is required to alter or extend an existing building used for agriculture (square metres).	None specified	
Permit requirement for earthworks		Land
Earthworks which change the rate of flow or the dischar a property boundary.	ge point of water ac	ross All lots

Earthworks which increase the discharge of saline groundwater.	None specified	
Earthworks which involve the receipt, importation, stockpiling or placement of more than 100 cubic metres of fill.	All Land	

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 3. C131nill Ordinance

AMENDMENT C131NILL

C131nII SCHEDULE 2 TO THE RURAL CONSERVATION ZONE

Shown on the planning scheme map as RCZ2.

CONSERVATION VALUES

To provide for rural residential development that is compatible with the environmental values of the land given the close proximity to the Plenty Gorge and the potential environmental hazards in the area.

	Land	Area/Dimensions/Number
Minimum subdivision area (hectares).	All land	2 hectares
Maximum floor area for which no permit is required to alter or extend an existing dwelling (square metres).	None specified	
Maximum floor area for which no permit is required to construct an out-building associated with a dwelling (square metres).	None specified	
Maximum floor area for which no permit is required to alter or extend an existing building used for agriculture (square metres).	None specified	
Permit requirement for earthworks		Land

Earthworks which change the rate of flow or the discharge point of water across All lots a property boundary.

Earthworks which increase the discharge of saline groundwater.	None specified	_
Earthworks which involve the receipt, importation, stockpiling or placement of more than 100 cubic metres of fill.	All Land	

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 3. C131nill Ordinance

AMENDMENT C131NILL

C131nII SCHEDULE 3 TO THE RURAL CONSERVATION ZONE

Shown on the planning scheme map as RCZ3.

CONSERVATION VALUES

To ensure land use changes do not have an adverse impact on the landscape or strategic environmental values of the land.

	Land	Area/Dimensions/Number
Minimum subdivision area (hectares).	All land	8 hectares
Maximum floor area for which no permit is required to alter or extend an existing dwelling (square metres).	None specified	
Maximum floor area for which no permit is required to construct an out-building associated with a dwelling (square metres).	None specified	
Maximum floor area for which no permit is required to alter or extend an existing building used for agriculture (square metres).	None specified	
Permit requirement for earthworks	Land	
Earthworks which change the rate of flow or the dischar a property boundary.	oss All lots	
Earthworks which increase the discharge of saline gro	undwater.	None specified

Earthworks which involve the receipt, importation, stockpiling or placement of Almore than 100 cubic metres of fill.	41 Land

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 3. C131nill Ordinance

AMENDMENT C131NILL

C131nII SCHEDULE 4 TO THE RURAL CONSERVATION ZONE

Shown on the planning scheme map as RCZ4.

CONSERVATION VALUES

To conserve and permanently maintain the existing rural character by encouraging protection of the environmental and landscape values of the major environmental assets such as the Plenty Gorge, Kinglake National Park and the Yarra River.

	Land	Area/Dimensions/Number
Minimum subdivision area (hectares).	All land except	40 hectares
	Lot 6, PS415064K	25 hectares
	Lot 7, PS415064K	25 hectares
	168 Skyline Road,	
	Christmas Hills.	
Maximum floor area for which no permit is required to alter or extend an existing dwelling (square metres).	None specified	
Maximum floor area for which no permit is required to construct an out-building associated with a dwelling (square metres).	None specified	
Maximum floor area for which no permit is required to alter or extend an existing building used for agriculture (square metres).	None specified	

Permit requirement for earthworks

Land

Earthworks which change the rate of flow or the discharge point of water across All lots a property boundary.

Earthworks which increase the discharge of saline groundwater.	None specified	
Earthworks which involve the receipt, importation, stockpiling or placement of more than 100 cubic metres of fill.	All Land	

CM.039/21 Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the Green Wedge Attachment 3. C131nill Ordinance

AMENDMENT C131NILL

C131nII SCHEDULE 5 TO THE RURAL CONSERVATION ZONE

Shown on the planning scheme map as RCZ5.

CONSERVATION VALUES

To conserve and permanently maintain the existing rural character of the area by encouraging suitable agricultural pursuits while conserving the environmental characteristics.

	Land	Area/Dimensions/Number
Minimum subdivision area (hectares).	All land	40 hectares
Maximum floor area for which no permit is required to alter or extend an existing dwelling (square metres).	None specified	
Maximum floor area for which no permit is required to construct an out-building associated with a dwelling (square metres).	None specified	
Maximum floor area for which no permit is required to alter or extend an existing building used for agriculture (square metres).	None specified	
Permit requirement for earthworks		Land
Earthworks which change the rate of flow or the dischar a property boundary.	ge point of water ac	ross All lots

Earthworks which increase the discharge of saline groundwater. None specified

Earthworks which involve the receipt, importation, stockpiling or placement of	All Land	۱I
more than 100 cubic metres of fill.		

CM.039/21Amendment C131Nill - Amending the Planning Scheme to regulate Earthworks in the
Green WedgeAttachment 3.C131nill Ordinance

Establishing a 10-Year Strategy for Social and Affordable Housing

A discussion paper prepared for sector stakeholders and partners by the Victorian Government

SECTOR CONSULTATION PAPER





Acknowledgement

The Victorian Government acknowledges Aboriginal and Torres Strait Islander people as the First Peoples and Traditional Owners and custodians of the land and waterways on which we live and work. We honour and pay our respects to Elders past, present and emerging.

We acknowledge all Aboriginal and Torres Strait Islander peoples and their ongoing strength and resilience despite the past and present impacts of colonisation and dispossession. We acknowledge the important role that Aboriginal and Torres Strait Islander young people play in their communities and across Victoria – not only as emerging leaders, but leaders in their own right.

Australia's Aboriginal and Torres Strait Islander peoples represent the world's oldest living culture. We celebrate and respect this continuing culture and strive to empower Aboriginal and Torres Strait Islander young people as they draw on the strength of their community to build a bright future.

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Overview

The Victorian Government wants to engage with the community to develop a 10-Year Social and Affordable Housing Strategy that creates meaningful change.

Introduction

Every Victorian deserves a safe and secure home. It's the foundation upon which strong individuals, healthy families and resilient communities are built, grow and prosper.

However, we know that housing affordability presents challenges for many Victorians. Some households are priced out of the market, face precarious housing and experience financial hardship. Some face homelessness due to a lack of safe, secure and affordable rental accommodation. Others are forced to make significant compromises on the size, location, type or quality of the housing they live in – to such an extent that their housing exacerbates their social and economic challenges.

Social housing is a central plank of Victoria's housing response. It provides a critical safety net for people with very low incomes, many of whom experience other challenges that mean they cannot access appropriate housing in the market.

There is also a growing need for dedicated affordable housing for low and moderate income working households so that they can access employment, education and services needed to support their own – and Victoria's – social and economic prosperity.

In recent years, these challenges have been exacerbated by Victoria's unprecedented growth and change in recent years. While population growth is unlikely to be as strong, the COVID-19 pandemic and its economic impacts will put further pressure on households and the demand for social and affordable housing in Victoria. There is an urgent need to ensure enough homes are available, in the right locations, that are accessible to all Victorians. From this foundation, all Victorians need to be able to access the health, social and economic support they need to realise their full potential. A fundamental step change in policy and delivery is needed to embed the foundations for growth and sustainability of social and affordable housing in Victoria.

The \$5.3 billion Big Housing Build is a giant step forward in responding to this challenge. The largest investment in social and affordable housing Victoria has seen will deliver thousands of new homes over the coming years, supported by reforms that will set our housing system up for the future.

But the social and affordable housing challenge will require ongoing effort over many years, extending beyond the Big Housing Build.

That is why the Victorian Government is developing a new 10-Year Strategy for social and affordable housing in Victoria. We are committed to ensuring all Victorians have access to a safe, affordable and appropriate home.

The new strategy will establish the 10-year vision for social and affordable housing in Victoria and build on the success of the Big Housing Build and other investment to date by the Victorian Government. It will establish a view on what success looks like for people, enablers of the overall housing system, and importantly the actions we need to take to get there. There are questions throughout this discussion paper to prompt your thinking, including:

PEOPLE AT THE CENTRE:

We want your input on what actions we should take to ensure we seek, hear and respond to people who need and use social and affordable housing, so that people are at the centre of a future social and affordable housing system.

PATHWAYS:

What actions will enable people to access social housing, sustain their tenancies, and move between different housing options as their needs change?

What are the most important features of affordable housing? (e.g. price, location, security of tenure, access to transport or daily amenities, connection to support services etc.)

What actions will support people to find and obtain an affordable home?

COMMUNITIES:

What actions will strengthen social and affordable housing communities?

GROWTH:

What actions will enable and deliver growth in social housing?

What do we need to do to ensure housing supply meets the needs of people with specific support and housing needs?

What do we need to do to enable a wellfunctioning affordable housing system that provides rental and home ownership opportunities for those that need them?

PARTNERSHIPS:

How do we strengthen our partnership approach to build a stronger and more effective social and affordable housing system?

ENGAGEMENT:

How can we engage with you as we develop new initiatives over the course of this strategy?

What is in this discussion paper?

This discussion paper has been developed to seek input on the 10-Year Strategy.

We know that a successful social and affordable housing system, which meets the needs of all Victorians, cannot be achieved alone. We need to hear from a wide range of people and build new partnerships to create meaningful change.

We are committed to seeking views from social housing residents to build on their lived experience of the system, the broader community, housing providers, developers, private and institutional investors, local government, community service providers and other interested members of the public to build a strategy that creates meaningful change.

This discussion paper includes an **OVERVIEW** of the importance of housing in people's lives and challenges with the current system, a **VISION STATEMENT** for the future, **PRINCIPLES** that underpin the strategy and **FOUR FOCUS AREAS** for our future work.

We want to hear from you about what you think is most important to build a social and affordable housing system that enables all Victorians to access safe, secure and appropriate housing.

HAVE YOUR SAY

Between 9 February and 9 April 2021, you can provide a written submission on the Engage Victoria website. Your feedback will inform the future of social and affordable housing in Victoria.

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The importance of safe, secure and affordable housing

Housing is a critical enabler of individual, social and economic outcomes for Victorians.

For individuals and families, safe, stable and affordable housing is a foundation for being able to live the life that they want.

Access to housing improves life outcomes by increasing social inclusion, improving educational outcomes, enabling better access to jobs and services, and improving physical and mental health. Housing gives people the stability they need to access opportunities, to participate in the economy and to build their social and economic prosperity.

A stable home also improves health outcomes for people who are homeless or at risk of homelessness and delivers longer term economic benefits.

Housing that is well-designed, of good quality and is well-located, close to jobs and mixed communities, can also accelerate urban productivity and reduce concentrations of disadvantage.

About the social and affordable housing system

The social and affordable housing system is the collective response by government, the community housing sector and industry to provide housing options for people who are unable to access the private housing market – either to rent or to buy.

It is comprised of both public housing, community housing and affordable housing (on the next page).

The social and affordable housing system, which is the focus of the 10-Year Strategy, sits alongside specialist responses for people at risk of or experiencing homelessness as well as the private housing market, from which most Victorians' needs are met.



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What is the housing continuum?

The housing continuum describes the range of housing options available in the community. It recognises that there is no one-size-fits-all solution when it comes to housing. There are a range of factors that impact the ability of an individual or household to access housing and there must be a range of options available in the market to respond to different types of need. Where there are gaps in the market, government, the community sector and private industry can play a role in addressing these gaps, such as through social or affordable housing (as defined below).

'Social housing' is a term that describes rental housing provided either by government or the community housing sector and supported with a subsidy of some kind. Rents in social housing are typically set as a percentage of income. Social housing is an umbrella term that encompasses both *public housing* and *community housing*.

Public housing

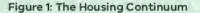
Public housing is housing owned and managed by government. The government provides public housing to eligible Victorians including people who are unemployed, on low incomes, live with a disability or a mental illness, or who are at risk of homelessness. There are currently around 65,000 public housing properties in Victoria.

Community housing

Community housing is housing owned or managed by community housing providers. Community housing providers are highly regulated, not-for profit organisations that specialise in housing the diverse range of tenants that require both social and affordable housing. There are currently around 17,000 long-term community housing properties in Victoria, including 2,000 Aboriginal community housing properties.

Affordable housing

Affordable housing is a broad term describing housing suitable for the needs of a range of low to moderate income households and priced (whether purchased or rented) so these households can meet their other essential living costs.





Social housing as a safety net

Social housing – comprising both public and community housing – is Victoria's core response for people who cannot access or sustain housing in the wider market.

By providing secure, stable and affordable rental housing, the social housing system ensures that Victorians have a safety net when times are tough and a foundation to improve their circumstances.

Social housing acts as a pathway for our most vulnerable people, including those who are homeless or at risk of homelessness, to gain shelter. It provides long term accommodation for those who need it. It also offers an important step to transition into the private rental market or, in some instances, home ownership.

While social housing provides important stability, it alone does not guarantee good outcomes for people and their families. We know that housing must be accompanied by a range of other measures such as access to education, jobs and healthcare to move people beyond crisis to independence. To achieve this, a coordinated effort across service systems, service delivery partners and government is needed.

The need for a broader range of affordable options

While social housing is the core response within this discussion paper, a range of complementary affordable housing options are needed to respond to the different circumstances of people who need some form of lower cost housing.

There is a chronic shortage of affordable private rental properties across the state, and there are very few dedicated affordable rental homes available that can provide an alternative to, or pathway out of, social housing for those that need it.

Affordable housing can mean rental and ownership options for low to moderate income households who would ordinarily be unable to enter the private housing market without assistance. It can support low to moderate income households, including key and essential workers, who are unable to access or sustain housing in the private market.

Secure affordable housing can also offer additional choice for those seeking to transition out of social housing to build independence and participate in the private rental market and home ownership.



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Our challenge

Many Victorians experience housing affordability challenges. This is most acute for those on lower incomes who are finding it increasingly difficult to find housing that they can afford. In September 2020, just 14 per cent of new lettings in Victoria were affordable to lower income households. While some prices in the rental market have softened, the impact of rising unemployment is likely to exacerbate affordability pressures in the immediate future.

HOUSING SUPPLY HAS NOT KEPT PACE WITH

DEMAND. The biggest challenge in the face of these pressures is that our social housing supply has not kept pace with demand. Victoria has the lowest proportion of social housing in Australia, at 3.0 per cent of all dwellings compared to the national average of 4.2 per cent. Boosting supply so that it moves toward the national average is one of our most important challenges to address through this strategy.

LEADING TO LONG WAITING LISTS FOR HOUSING.

The lack of supply and low affordability in the wider market has led to long waiting lists for social housing. There are over 48,000 households currently registered for social housing through the Victorian Housing Register, of whom 25,800 require urgent assistance. At the same time, there were only 4,780 new social housing allocations made in 2018–19. A CHANGING PROFILE OF NEED. At the same time the composition of our social housing stock no longer reflects the needs of Victorians. The profile of Victorians seeking and living in public and social housing has changed over the last 40 years:



A significant and increasing proportion of households are smaller and include singles or couples with no children.



More elderly, single, economically and socially disadvantaged people are tenants of social housing.



A higher number of residents live with complex issues such as disability, mental health or drug and alcohol issues, or have escaped family violence.



Approximately 50 per cent of public housing allocations are people who are homeless or at risk of homelessness.



The economic impact of coronavirus (COVID-19)

The coronavirus (COVID-19) pandemic represents the biggest economic shock the world and Victoria have experienced since the Great Depression.

The impact on employment has been severe and is expected to be long-lasting. In the September quarter, Victoria's unemployment rate could rise to 9 per cent with job losses peaking at around 200,000. Falls in employment and income levels will place a greater number of Victorian households under financial stress and place those households at risk of losing their housing, particularly amongst those in the private rental market. This is likely to increase demand on the social and affordable housing system.

A NASCENT AFFORDABLE HOUSING MARKET.

There is also very little dedicated affordable housing in Victoria. The only supply of any scale is from homes delivered through the National Rental Affordability Scheme, which at its peak included almost 6,000 homes. However, many of these homes will disappear as the scheme concludes by 2025–26.

The shortage of social and affordable housing makes it difficult for people to access the housing options or pathways they need. It is also a major challenge for our homelessness system, which supports more than 100,000 people per year. While it is very effective at supporting those who are at risk of homelessness, it cannot always assist people who are already homeless due to the lack of social and affordable housing.

Affordability pressures also affect home ownership rates and the experience of those in the private rental market. Saving for a deposit and paying for a home loan is a challenge for many Victorians. Increasing numbers of Victorians – particularly young and lower income Victorians who are first home buyers – are being locked out of home ownership. New mortgages to first home buyers have declined from an average of 20 per cent over the last decade to a rate of 14.7 per cent. For those that can access the housing market, many people can only achieve this in areas with reduced access to employment, public transport and services.

The impact of fewer young people entering home ownership is resulting in inter-generational inequity. It is also leading to greater demand within the private rental market. Key and essential workers may not be able to afford to rent or buy a home close to their place of work.

In recent years, Victoria has been through a period of unprecedented growth and change. Our population passed 6.6 million in June 2019 and is forecast to grow to 11.2 million by 2056, and this has put pressure on housing affordability. While the impact of population growth is dampening, coronavirus is contributing to more households under pressure. CM.040/21 Nillumbik Shire Submission to 10 Year Social and Affordable Housing Strategy Attachment 1. 10 Year Social & Affordable Housing Strategy Discussion Paper



We've laid the foundations

The \$5.3 billion Big Housing Build marks a huge step forward for investment and reform of social and affordable housing, which provides a key platform to build from.

It is on top of a suite of housing and homelessness investment since the release of *Homes for Victorians* in 2017, to ensure Victorians have a safe and secure roof over their heads.

Key initiatives include:

- Almost \$500 million to maintain and upgrade community and public housing across Victoria through the Building Works package.
- \$150 million From Homelessness to a Home package will extend current emergency accommodation, provide tailored and flexible client support, and help them access stable, long term housing.
- \$112 million for energy efficiency upgrades to 35,000 social housing properties.
- Nearly \$25 million in emergency housing, private rental assistance and COVID-19 isolation and recovery facilities,
- \$120 million in Rent Relief Grants to support private renters experiencing financial hardship during COVID-19.
- \$1 billion Social Housing Growth Fund to create up to 2,200 new dwellings and leases over five years.
- \$1.1 billion of low interest loans and loan guarantees for the Building Financial Capacity of Housing Agencies initiative.
- \$209 million Building New Homes to Fight Homelessness (1,000 homes) initiative.
- \$185 million Public Housing Renewal Program.
- \$152 million family violence housing package.
- The community housing sector has delivered 1,033 additional social and affordable homes across 95 projects in Victoria since 2010.

What will the strategy do?

There is an urgent need to ensure enough homes are available, in the right locations, and accessible to all Victorians. This includes growing social housing, as well as facilitating affordable options that bridge the gap between social housing and the private market.

The types of housing and assistance we provide need to meet the growing and increasingly diverse needs of our population. A wider range of housing options will also reduce pressure on social housing, enabling it to be provided to those who need it most, in the most effective way.

We need to combine the collective strengths of community housing and not for profit sectors, private industry and government at all levels to address this need.

This strategy sets a 10-year vision for social and affordable housing in Victoria, which sits outside the wider housing market and is specifically targeted towards people who need it. The vision aims to deliver a generational change for people that will establish a sustainable and high performing social and affordable housing system. In turn, this will also reduce pressure on the homelessness system so that it can respond more effectively to those in need.

This strategy provides a framework to guide action by those that are a part of the social and affordable housing system over the next 10 years. It complements current and emerging efforts to support Victorians in need, including homelessness responses, victim survivors of family violence, people with disabilities or mental illness, and Aboriginal Victorians.

VISION

Our vision is for all Victorians to have access to a safe, affordable and appropriate home.

Every Victorian deserves a safe and secure home. It's the foundation upon which strong individuals, healthy families and resilient communities are built, grow and prosper.

We want all Victorians to live in safe, secure and affordable housing that is well-located and within vibrant, diverse, resilient and inclusive communities. We want people to live in houses that are built for the future; well-designed and environmentally sustainable. We want social and affordable housing communities to be connected to transport, employment, education and other essential services. We want people and families to be empowered to make decisions that affect their communities. We also want people to be able to understand what housing options are available, be able to make choices about their housing, and access support when they need it.

To deliver this vision, we need a social and affordable housing system that is person-centric, robust, resilient and innovative, with transparent oversight and regulation. We need housing and support options that are culturally-responsive and designed to respond to different needs.

Everyone involved in social and affordable housing will need to work together to achieve our vision. Each partner and stakeholder will play a role in achieving the vision, including all levels of government, the community housing sector, industry and the community, and most importantly the people who need and use the system.

This vision is aspirational, will be achieved over time and in a staged approach as capacity of the system grows and as the system matures.

What does success look like in the future?

This strategy will deliver a generational reform to the provision of social and affordable housing in Victoria. The successful achievement of the vision will require significant support and growth in capacity from all organisations that contribute to the supply of housing.

What success looks like will also be different for each actor in the system.

FOR PEOPLE IN NEED OF AND LIVING IN SOCIAL AND AFFORDABLE HOUSING, it will mean access to a home that is safe, secure and affordable. When people or households need housing assistance, they will be able to recognise what options are available to them locally and the costs associated with those options, know how to



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access them and are provided support to do so, both as they enter and exit the system.

Those living in social and affordable housing will live in homes that are built for the future, and are well-located and within thriving, diverse and inclusive communities. Tenants will have a stronger voice in driving what the system looks like into the future.

Low-and moderate-income workers will be able to access housing that they can afford, is appropriate, and enables them to access work, transport and key services.

THE COMMUNITY will recognise the importance of social and affordable housing as part of their neighbourhoods and embrace housing diversity as an integral part of a vibrant and productive community.

SOCIAL HOUSING PROVIDERS, across

government and the community housing sector, will work together to respond to the needs of clients and to deliver the growth in housing that's required.

The future system will be multi-provider, with a strong public housing system working alongside a larger community housing sector, which will be the focus and driver of future growth.

The multi-provider system will be enabled through policy and regulatory certainty. All actors will be accountable for delivery, including their responsiveness to the needs of tenants and the wider community. **PRIVATE SECTOR PARTNERS** will increasingly play a role to develop social and affordable housing. Success will mean they work collaboratively and in partnership with community housing providers and government to deliver high quality housing that meets the needs of residents. They will be confident investing in the sector and will be supported to do so through clear government priorities and objectives.

LOCAL GOVERNMENTS will have mechanisms to work in partnership with the Victorian Government, community housing providers and other actors to support the growth of social and affordable housing. This relationship will recognise the many roles local governments have in planning, engagement with their communities and delivery of local services. A future constructive partnership will deliver reform and improve the way in which social and affordable housing is planned and delivered.

BROADER HEALTH AND COMMUNITY SERVICES

will be involved in providing the other supports that social and affordable housing tenants need. Social housing providers and these providers will work together to ensure people have the supports they need to maintain their tenancies, to improve their health and wellbeing, and to participate in Victoria's social and economic life.

Principles

This strategy is underpinned by the following four principles:

People at the centre

Social and affordable housing must be designed and delivered in a way that is responsive to the needs of different people, including those who face challenges in addition to affordability, such as disability, family violence or mental illness, as well as the broader community. This starts with how we plan and design housing responses; it is reflected in how we support people to navigate their housing options; and it will be enhanced by embedding the voice of our clients in all that we do. We will understand the needs of the different people who need and use housing to ensure we respond appropriately.

Shared action and accountability

To achieve the vision, government, service providers, private businesses and the community must work together. We will work creatively and combine our strengths to get the best outcomes and value. An important part of delivering on this principle will be to develop capability and capacity in all of the organisations who play a role in planning and delivering social and affordable housing – across government, within the community housing sector, and with other housing stakeholders. There must also be clear roles and responsibilities for all actors and shared accountability in delivering on the vision.

Maximising value

Initiatives under this strategy must be delivered in a way that is informed by data and evidence and delivers the best outcomes and value for Victorians. We will be open to trying new and innovative approaches and are committed to evaluating and learning from what we have done in the past. We will also ensure there is strong and transparent governance around investment to ensure value-for-money outcomes and streamlined delivery of projects.

Sustainability

For social and affordable housing to grow at the pace we need, our housing providers – both government and community housing sector – need to be on a sustainable footing to deliver growth. This means we need to ensure government and the community housing sector have the capacity and capability to scale up for growth. It also means we need vehicles that support continued investment, and that we utilise efficient and scalable delivery models to deliver growth. Sustainability also means that homes are climate adapted, water and energy efficient, incorporating best practice design to ensure they are built for the future.

Focus Areas and Actions

This strategy seeks to achieve a step-change in the social and affordable housing landscape. We want this to occur in a planned and collaborative way that plays to the strengths of all parties. The future will be based on shared goals and co-investment, and with the target of effectively responding to the needs of our clients and people, and building thriving and prosperous communities.

Action will be undertaken across four focus areas:

- PATHWAYS: Providing information and support to people to access the housing they need, sustain their tenancy and to move to sustainable housing.
- COMMUNITIES: Enabling tenants to live in housing that is built for the future, with access to social and economic opportunities and within diverse, inclusive and vibrant communities.
- GROWTH: Growing the supply of social and affordable housing to meet need.
- PARTNERSHIPS: Partnering across all levels of government, the community housing sector, industry
 and the community to deliver the vision.

Our pathways and communities focus areas are centred around outcomes for people while our growth and partnerships focus areas are key enablers of a more robust, effective and resilient social and housing system.



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People at the centre

This strategy places people at the centre to ensure that our collective efforts will lead to improvements in the lives and experiences of the people who need and live in social and affordable housing.

The strategy affirms our ongoing commitment to seeking, hearing and responding to the voice of people who use social and affordable housing, people who are waiting to access the system, as well as the voices from local communities. This strategy seeks to embed how we understand and measure what will change for people over the course of the next ten years.

We want your input on what actions we should take to ensure we seek, hear and respond to people who need and use social and affordable housing, so that people are at the centre of a future social and affordable housing system.

Engagement, involvement and participation of residents is our core business.

In Victoria, large scale surveys of public housing residents have not been common practice. Going forward we are committed to asking our residents about what they think about their housing and our services, feelings of safety and security, connection to community and community diversity and participation through regular surveys of all residents across the state. The Homes Victoria survey is the largest single jurisdictional survey of public housing residents in the country.

The information collected in the survey will help Homes Victoria have a better understanding of people's views, experiences and needs. We will use the survey findings to plan better services in the future and engage with you on what issues matter the most to you and the community.

Focus Area 1: Pathways

A successful housing system enables people to access the housing and support they need, at the time they need it. This includes being able sustain their current home or move between different housing when they face new challenges or as their circumstances improve.

Our current social and affordable housing system makes it difficult for people to access these housing pathways. There are over 48,000 households currently registered for social housing, many of whom have been waiting for years. There is a chronic shortage of affordable private rental properties across the state, and there are very few dedicated affordable rental homes available that can provide an alternative to, or pathway out of, social housing for those that need it.

The impact is evident in our homelessness system, which supports more than 100,000 people per year. It is very effective at providing an early intervention response for those at risk of homelessness, with more than 90 per cent of people in this situation able to maintain housing during 2019–20. However, the lack of social and affordable housing supply is a much greater challenge for those who are already homeless: only 30 per cent of people in this situation were able to access housing during 2019–20.

Similarly, there are very few affordable opportunities for those unable to access home ownership. The lack of long-term housing options has meant that at times there has been too much emphasis placed on providing short-term, crisis accommodation rather than investment in long-term housing options. There is also a need for differentiated, tailored responses for people requiring specialist support and housing, including people with mental health issues, experiencing family violence, living with a disability, leaving out of home care or leaving corrections.

We know that for people to move to sustainable housing, they need: adequate and available information and supports; appropriate, secure and affordable housing options in the right locations; and streamlined services that are easy for clients to navigate. While many of the building blocks already exist in Victoria, more needs to be done.

We want people to know how to access housing options or assistance that meet their needs. These may include social housing, affordable rental housing, private rental housing, or home ownership.

Once in a home, we want people to be able to sustain their living arrangements and build upon the foundations of secure housing to lead a life they value.

A key part is ensuring the right support is available at the right time to help people access the housing option that best meets their needs and circumstances. CM.040/21Nillumbik Shire Submission to 10 Year Social and Affordable Housing StrategyAttachment 1.10 Year Social & Affordable Housing Strategy Discussion Paper



WHAT DO OUTCOMES LOOK LIKE IN 10 YEARS TIME FOR PEOPLE WHO NEED SOCIAL AND AFFORDABLE HOUSING

- People recognise the housing options available to them and are empowered to make informed decisions and choices.
- People have access to housing that meets their needs for the duration they need it.
- People are provided with tailored support to sustain their tenancy and when they need additional assistance.
- People can access tenancy support early if they have difficulty, enabling them to maintain their home.
- People have the ability and support to participate in education and employment.
- People with complex needs can access holistic packages of housing and support.
- Specialised housing and accommodation responses are available for those whose needs can't be met through mainstream housing such as a social housing or private rental.

Actions already underway that contribute to these outcomes include:

- Homes delivered through the Big Housing Build will assist around 2,000 people living with mental illness, almost 1,000 survivors of family violence, and ten per cent of new social housing properties will be for Aboriginal Victorian households.
- Major projects under the Big Housing Build will create jobs for public housing tenants.
- The existing Tenancy Plus program provides support to help public and community housing tenants sustain their tenancy.

Example Case Study: Housing supports play an important role in sustaining tenancies

Five years into a tenancy, rent arrears began to escalate for Lisa. A Housing Services Officer gets in contact with Lisa and makes a referral to a local tenancy support service.

Working together, Lisa and Annabel from the local support service identify that Lisa is experiencing challenges in keeping up with rent payments due to frequent changes to her casual employment, financial difficulties due to short term loans and that she was fearful of contacting Centrelink due to previous experiences.

Annabel is able to assist the Lisa with financial counselling, arrange and support contact with Centrelink staff and then negotiate manageable debt repayment agreements with the local housing office.

As a result, Lisa is able to remain in long term housing and sustained engagement with the local housing office.

WE WANT YOUR INPUT INTO ACTIONS THAT WILL ENABLE PEOPLE TO ACCESS SOCIAL AND AFFORDABLE HOUSING, SUSTAIN THEIR TENANCIES, AND MOVE BETWEEN DIFFERENT HOUSING OPTIONS AS THEIR NEEDS CHANGE. THIS INCLUDES HOW WE CAN:

- Make information for social and affordable housing more easily accessible and available to people who need it, in a format that works for them.
- Better support people awaiting housing on the Victorian Housing Register, including improvements to the way applications are registered and managed as well as the options provided to people awaiting housing.
- Reduce barriers to accessing and maintaining social and affordable housing, including matching
 people to housing and helping people to navigate available housing options and existing housing
 support programs.
- Better connect housing, health and other human services so that people with multiple or complex needs can access and sustain housing.
- Understand what the most important features of new affordable housing is (e.g. price, location, tenure, access to transport or daily amenities, connection to support services etc.).
- Assist people with specific housing and support needs that cannot be met through mainstream social housing or the private market, such as those in contact with justice, mental health or out of home care settings, or people who need disability accessible accommodation.

Question for public consultation:

- What actions will enable people to access social housing, sustain their tenancies, and move between different housing options as their needs change?
- What are the most important features of affordable housing? (e.g. price, location, security of tenure, access to transport or daily amenities, connection to support services etc.)
- What actions will support people to find and obtain an affordable home?

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Focus Area 2: Communities

Victoria prides itself on being a diverse state that includes and embraces people from different cultures, incomes and walks of life. This diversity exists between and within our communities, but we need to work hard to preserve it as our state grows. Increasing house prices make it harder for some low- and moderate-income households to live in places they have called home for many years.

While all communities grow and change over time, we want to ensure that all Victorians can continue to be part of their community, to build on the networks and connections they have built, and to access the jobs and services that they need. Social and affordable housing can play a key role in preserving this diversity in existing communities and embedding it in new ones. We also want to create social and affordable housing communities that are built for the future, with well-maintained, well-designed and environmentally sustainable housing that can be adapted to the needs of different people and households. Well designed and energy efficient housing will reduce utility costs to tenants, which is especially important for low income Victorians.

To do so, we will work across all levels of government and with our community sector partners to build communities and precincts that are connected to services, transport and work. We will seek to join up both new housing projects and renewed housing with services to build social infrastructure and diverse yet cohesive communities.

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WHAT DO OUTCOMES FOR SOCIAL AND AFFORDABLE HOUSING COMMUNITIES LOOK LIKE IN 10 YEARS TIME

- People live in housing that is affordable.
- People live in safe, quality housing that meets their needs.
- People live in houses that are environmentally sustainable and built for Victoria's climate future.
- People can access transport, employment and other essential services.
- People are connected to culture and community.
- People live in vibrant, diverse, inclusive and resilient communities.
- People embrace social housing as part of their community.

Actions already underway that contribute to these outcomes include:

- Revitalising existing social housing through maintenance and upgrades to improve the experience of residents, through initiatives such as the \$500 million *Building Works Package* and the \$112 Social Housing Energy Efficiency Upgrades program.
- Leading the nation in well-designed and environmentally sustainable housing by ensuring all new housing meets 7 stars NaTHERS.
- Increasing Victoria's investment in an affordable housing portfolio to address market failures in some areas by providing long term secure rental properties that working Victorians can afford. This includes nearly 3,000 affordable rental homes as part of the Big Housing Build and \$500 million towards the Victorian Homebuyer Fund, which will provide Victorians with a pathway to home ownership.
- The \$2.7 billion Building Works package for shovel-ready projects to create jobs and benefit communities across the state. More than half of the projects are in rural and regional

Victoria and investment includes projects in two of Melbourne's Priority Precincts, as well as expanding the suburban revitalisation program and ensuring communities have the training and sporting facilities they need to stay healthy, active and connected.

 \$7.5 million for the Pathway to Recovery model at North Melbourne and Flemington that focuses on a new way of working and shared accountability, where residents have input into the decisions that impact their homes, neighbourhoods and their services.

WE WANT YOUR INPUT ON ACTIONS THAT CAN STRENGTHEN SOCIAL AND AFFORDABLE HOUSING COMMUNITIES TO HELP:

- Create the foundations for strong and resilient social housing communities.
- Address stigma and strengthen connections between social housing residents and the wider community.
- Deliver new social and affordable housing that has access to jobs, public transport and services.
- Embed significant social and affordable housing into Melbourne's Priority Precincts, providing access to economic and social opportunities.
- Better connect health, education, training and community services with social and affordable housing providers and residents.
- Design social housing for the future, including buildings that are environmentally sustainable and can be adapted to the needs of different people and households.

Question for public consultation:

What actions will strengthen social and affordable housing communities?

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Focus Area 3: Growth

Housing affordability issues are present in capital cities and main economic centres across Australia. In Victoria, these are more pronounced due to prolonged housing price growth, particularly in areas that are close to critical social infrastructure and employment.

As the proportion of social housing has declined relative to other housing, people who are in precarious housing circumstances become increasingly marginalised in the broader housing market. With the lowest proportion of social housing of any Australian state, Victoria has work to do to ensure that new and renewed social and affordable housing options are made available to those who need it. Over 4,000 homes per year – more than 60,000 in total – are needed for Victoria social housing to reach the national average of 4.2 per cent of social housing to total dwellings. The \$5.3 billion Big Housing Build and establishment of Homes Victoria provide a huge boost to these efforts, which will increase Victoria's social housing stock by more than 8,000 homes or ten per cent over the coming years. But ongoing effort will be required to sustain this effort and reach towards the national average.

Growth presents an opportunity to provide the right properties in the right locations for the people who need them. As we do, we need to ensure we have different options available to meet the circumstances of different people, safeguards in place to protect people entering housing and we need to establish ways to sustain growth over time.

WHAT DOES A LARGER SOCIAL AND AFFORDABLE HOUSING SYSTEM LOOK LIKE IN 10 YEARS TIME?

- The number of social and affordable housing properties in Victoria is reaching towards the national average.
- New homes are built in the right locations and are sufficiently diverse to meet need.
- An ongoing and predictable funding stream for growth delivers more housing efficiently and effectively.
- The structure and operation of the social housing system is financially sustainable.
- There is robust and transparent oversight and regulation of the housing system to enable growth and ensure quality outcomes for residents and communities.
- Multiple levers are used to achieve growth, including maximising access to land and finance.
- The planning system enables and facilitates the provision of social and affordable housing.
- A range of partnership and development models bring together the government, community and private sectors to deliver growth and quality outcomes for residents.

We have committed to a range of actions and investment that set us on a path towards this vision, including:

- Over 12,000 new homes as part of the \$5.3 billion Big Housing Build to grow the supply of social and affordable housing in Victoria to stimulate the economy and deliver much needed housing.
- Planning amendments to enable fast tracked planning of social housing in the Big Housing Build.
- Establishing an independent review into Victoria's regulatory system to improve resident and community outcomes, enable growth and reduce regulatory burden on the delivery of social and affordable housing.
- Commissioning a Ministerial Advisory
 Committee to investigate possible models and options to facilitate the supply of affordable housing through the Victorian Planning System.
- HomesVic Shared Equity Initiative for first home buyers to purchase a home and qualify for a home loan with a deposit of 5 per cent or more.

WE WANT YOUR INPUT ON ACTIONS THAT WILL ENABLE AND DELIVER GROWTH IN SOCIAL AND AFFORDABLE HOUSING, INCLUDING HOW WE CAN:

- Facilitate larger scale investment in social and affordable housing.
- Ensure housing supply meets the needs of people with specific support and housing needs.
- Enable a well-functioning affordable housing system that provides rental and home ownership opportunities for those that need them.
- Help people to enter the housing market, including ways in which we can support people to own their own home.
- Develop a better understanding across all levels of government of what land is available for new social and affordable housing development.
- Move funding from individual projects to new commissioning models that support capability development and reduce overheads.
- Create policy and funding settings in the social housing system that support sustained growth towards the national average of social housing dwellings.
- Promote housing as a career pathway to attract and retain workers within the sector.

Questions for public consultation:

- What actions will enable and deliver growth in social housing?
- What do we need to do to ensure housing supply meets the needs of people with specific support and housing needs?
- What do we need to do to enable a well-functioning affordable housing system that provides rental and home ownership opportunities for those that need them?

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Focus Area 4: Partnerships

Everyone involved in social and affordable housing will need to work together to achieve the vision. Each partner and stakeholder will play a role, including all levels of government, Homes Victoria, the community housing sector, service providers, industry and the wider community.

The future is one where community housing providers will play a central role in delivering growth, improving diversity and choice to the social housing system. The public housing system will remain a central part of the system, maintaining its current stock levels and benefiting from increased investment in renewal, upgrades and maintenance.

Partnerships with local government will be especially important in the period ahead, guided by a *Social and Affordable Housing Compact* between Homes Victoria and local governments. The compact and these partnerships will recognise the importance of public housing, community housing and local government working together to deliver housing growth.

Partnering with the Victorian Aboriginal community will be a key part of this strategy to ensure that their housing needs are met. Housing responses for Aboriginal people will be developed through a lens of self-determination, giving the Aboriginal community greater influence and control over their design and delivery. Our efforts will be informed by *Mana-na woorn-tyeen maar-taarkoort: Every Aboriginal Person has a Home*, the Victorian Aboriginal Housing and Homelessness Framework, which was developed by and for the Aboriginal community.

This strategy's model into the future will be one of a trusted partnership where we work closely to design solutions and evaluate outcomes. CM.040/21 Nillumbik Shire Submission to 10 Year Social and Affordable Housing Strategy Attachment 1. 10 Year Social & Affordable Housing Strategy Discussion Paper

Case Study: Aboriginal Rapid Housing Response

A \$35 million building package will refurbish and improve up to 2,000 homes for Aboriginal Victorians. The package was developed collaboratively by Aboriginal Housing Victoria (AHV) and other Aboriginal Community Controlled organisations (ACCOs), consistent with the principles of self-determination. It will be delivered by a consortium of 18 ACCOs, led by Aboriginal Housing Victoria.

The investment will strengthen the Aboriginal Housing Sector's capacity to manage and develop its housing stock and provide some 2,000 Aboriginal Victorians with modern housing that supports their social, cultural, health and economic prosperity.

The package will also support the long-term sustainability of the Aboriginal housing sector and generate jobs and skills for Aboriginal people and businesses throughout the state.

WHAT DO OUR PARTNERSHIPS LOOK LIKE IN 10 YEARS TIME?

- Government, community housing providers and the private sector work collaboratively to deliver growth and quality housing services that meet the needs of Victorian people.
- Improved housing projects and services, including place-based responses, are achieved by state and local government, the community housing and private sectors each deploying their unique strengths and capabilities.
- Government and community housing providers have a relationship that is based on trusted partnership.
- Public housing, community housing and local government work together to deliver ongoing growth in social and affordable housing.
- Self-determination principles and practices underpin the approach to delivering housing and services for Aboriginal Victorians.
- The performance of government, our partners and funded providers includes measures that focus on outcomes for people.
- The experience of people accessing and using the housing system informs ongoing efforts to improve services and help to identify systemic issues.

Action already underway that strengthen our partnership approaches to deliver better housing outcomes for Victorians, include:

- Establishing Homes Victoria as Victoria's new housing agency that will effectively manage public housing, renew and expand social housing, and support a sustainable housing system over the long term.
- Partnering with the community housing sector, private sector and other stakeholders to deliver more homes and better outcomes for residents and their communities through the Big Housing Build and other initiatives.
- Strengthening the relationship between social housing and with local government as essential partners in building strong and inclusive communities, including through a Social and Affordable Housing Compact.
- Placing self-determination at the heart of the way the housing system operates for Aboriginal Victorians, with ten per cent of all new growth in social housing delivered through the Big Housing Build being for Aboriginal Victorians, a significant proportion of which will be delivered by Aboriginal Community Controlled Organisations.
- Implementing a community housing sector development fund to support the capacity of not-for-profit housing providers.

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WE WANT YOUR INPUT ON HOW TO STRENGTHEN OUR PARTNERSHIP APPROACH TO BUILD A STRONGER AND MORE EFFECTIVE SOCIAL AND AFFORDABLE HOUSING SYSTEM, INCLUDING HOW WE CAN:

- Engage with tenants, housing applicants and communities as we develop new initiatives over the course of this strategy.
- Partner with the community housing and private sectors and local government to test and explore innovative approaches that will drive social and affordable housing growth.
- Clearly define the roles and responsibilities of all stakeholders to ensure there is shared accountability in delivering on the vision.
- Support community housing providers to deliver or manage new social housing growth through the Big Housing Build.
- Embed self-determination to empower Aboriginal communities to make decisions about their own future and deliver their own programs and services.
- Embed outcome measures with our partners and funded providers and adopt outcomes-based funding models for some services.
- Improve the way we capture and measure the experience of people who need or use the social and affordable system to drive continuous improvement and the identification of emerging systemic issues.

Question for public consultation:

How do we strengthen our partnership approach to build a stronger and more effective social and affordable housing system?

Next steps

The material presented in this discussion paper is the starting point for our discussion. We want to hear from our residents and the broader community, community housing providers, local government, community service organisations, developers, private and institutional investors and other interested members of the public to build a strategy that creates meaningful change.

We will continue to develop the new strategy throughout the consultation process. Your contribution is important in shaping the future of social and affordable housing in Victoria.

Question for public consultation:

How can we engage with you as we develop new initiatives over the course of this strategy?



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www.homes.vic.gov.au housingstrategy@homes.vic.gov.au

To receive this publication in an accessible format, email <housingstrategy@homes.vic.gov.au>

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Enquiries: Leigh Northwood Telephone: (03) 9433 3226

23 March 2021

Homes Victoria Department of Health and Human Services housingstrategy@homes.vic.gov.au submitted through Engage Victoria website portal: https://engage.vic.gov.au/ten-year-social-and-affordable-housing-strategy-victoria/organisationand-sector-feedback

Re: Nillumbik Shire Council Submission – 10 Year Social & Affordable Housing Strategy Victoria

Thank you for the opportunity to provide a submission to the 10 Year Social & Affordable Housing Strategy. Nillumbik Shire acknowledge the importance of this discussion paper and the draft directions contained within it in setting the vision for a social and affordable housing strategy for Victoria.

Nillumbik Shire Council concur with the 'vision' of State government on the importance for 'Victorians to have access to a safe, affordable and appropriate home'. An adequate supply of social and affordable housing together with housing support and homelessness services, is considered the best means of preventing homelessness and central to enhancing the quality of life of our community.

Council note that in 2018 the *Planning and Environment Act 1987* (the Act) was amended to include a new objective to "facilitate the provision of affordable housing in Victoria", and to include a definition of affordable housing. These amendments to the Act also included changes to clarify that Councils can enter into voluntary Section 173 agreements¹ with developers for the provision of affordable housing. This 'elevation' of affordable housing implemented into planning policy through the Victorian Planning Provisions (VPP) has been an important step in acknowledging housing security as a major issue in Victoria.

Council note that the primary responsibility for the provision of social and affordable housing, matched with funding capability, lies with Federal and State Governments. However, Council also acknowledges that it has an important, although more limited role to play facilitating sustainable housing options for our community that are affordable, appropriate and available.

To ensure the supply of affordable housing better meets the demand, all levels of government, working with the private and not for profit sector will need to play a role. While planning mechanisms are imperative, effective solutions require a multifaceted approach and a suite of mechanisms at each level of government.

nillumbik.vic.gov.au

Section 173 agreements are contracts between authorities (e.g. Council) and a landowner that place restrictions on how land can be used. These agreements are prepared under Section 173 of the Planning and Environment Act and are registered on titles.

Civic Drive (PO Box 476) Greensborough Victoria 3088 03 9433 3111 | nillumbik@nillumbik.vic.gov.au

Council note that the housing market responds to consumer needs and wants, and it is shaped by Federal, State and local regulations relating to building regulation, taxation, urban policy, zoning and social policy. For instance, housing markets must respond to Commonwealth government policies on taxation and population, and to State government policies on taxation, transport, urban consolidation, and the provision of social housing.

Any interventions in the housing market that Council seeks to make occur within this wider setting. The primary role of local government in relation to the supply of housing is to regulate development approvals via the Planning Scheme. Councils determine where housing goes via the zoning of land and it can influence local siting and design of housing via local policies and design controls. However these local planning controls, policies and guidelines must also be consistent with the State policies and regulations.

The State government's metropolitan strategy (<u>*Plan Melbourne*</u>) seeks to provide housing choices in locations close to jobs and services, and to increase the delivery of affordable housing. It also seeks to create inclusive, vibrant and healthy neighbourhoods where people can access their daily needs (the '20 minute neighbourhood').

In Nillumbik, this means that the Eltham and Diamond Creek Major Activity Centres, and to a much lesser extent Hurstbridge (as a Neighbourhood Activity Centre), are the focus for implementing these outcomes.

The State government's <u>Homes for Victorians</u> plan also includes a range of initiatives that include:

- Increasing the supply of housing through faster planning;
- Supporting people to buy their own home;
- Increasing and renewing social housing stock; and
- Promoting stability and affordability for renters.

Nillumbik Shire Council Local Influences

The majority of land within Nillumbik is rural land located within the Metropolitan Green Wedge. This area comprises a mixture of rural and bushland that is protected from future urban development under State planning legislation. Any growth within the rural townships will be contained within the existing township boundaries, as legislative Urban Growth Boundaries apply to these locations. See **Appendix 1** for a more detail in regard to demographic profile and influences for Nillumbik Shire.

The remaining area of Nillumbik is urban land located within the metropolitan Urban Growth Boundary. The existing housing stock in these areas is typically located on larger lots of land within the General Residential, Neighbourhood Residential or Low Density Residential zones. Whilst many such lots are large enough to support varying degrees of residential consolidation, local factors such as vegetation cover, provision of infrastructure and valued neighbourhood character considerations impose constraints on how much residential redevelopment is possible. Housing types and tenure in Nillumbik can be described as follows:

- Nillumbik's housing is mainly detached dwellings (93%).
- Only 6% of housing stock is medium density compared to 23% in Greater Melbourne.
- A large proportion of housing is fully owned or mortgaged (85%), with only a small proportion available for private rental (8% compared to 26% in Greater Melbourne).
- Social housing comprises 0.6% of dwellings in Nillumbik compared to 2.6% in Greater Melbourne and 4% in Australia.

The current local planning policies contained within the Nillumbik Planning Scheme encourage a diversity of housing (including various types of medium density housing) to generally be located within designated activity centres, or within a 400m walking catchment of such centres. The designated activity centres in Nillumbik are the Eltham and Diamond Creek Major Activity Centres, and the significantly smaller neighbourhood-scale activity centre in the rural township of Hurstbridge. These locations offer relatively better access to jobs, services and public transport than other residential areas across the municipality. Council recently adopted in 2020 new structure plans for each of its Major Activity Centre's at <u>Eltham</u> and <u>Diamond Creek</u> which advance State policy and objectives for activity centre planning, and optimise access by the community (within walking distance) to amenity, services and public transport. Through these strategic documents Council encourage a variety of housing to be located to jobs, services and transport, including for affordable and social housing.

There are also some factors that are unique to the Nillumbik context that require consideration to ensure that new housing responds to these:

- Almost every suburb and several townships have a direct interface with the Urban Growth Boundary (UGB);
- b) The commuter culture, with many residents working outside the Shire;
- c) The generous provision of open space leading to Nillumbik being known as the "Green Wedge Shire", and which also contributes to the trend identified in the <u>Recreation Strategy 2011-2019</u> for higher leisure participation rates in the municipality compared to state and national trends;
- d) The local impacts of climate change, with the <u>Nillumbik Climate Change Action Plan</u> 2016-2020 listing the following challenges:
 - the accommodation of increased population while minimising the impact on the natural environment;
 - an ageing population;
 - increasing expectations of community facilities (size, quality, automation, temperature control);
 - increasing utilisation of facilities;
 - cost pressures of energy and water supplies and waste disposal;
 - engaging our community to undertake change;
 - limited public transport;
 - development pressure from urban growth corridors to the west of the Shire;
 - consideration of embodied energy and the supply chain;
 - aged building stock of Council and the community;
 - the lifestyle of our residents in terms of land use and social activity; and
 - importantly, finite Council resources.

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Housing Affordability and at risk groups

According to iD Consultants (profile.id.com.au/nillumbik), and notwithstanding recent implications introduced by the COVID pandemic, 5.7% of households within the municipality were experiencing housing stress in 2016 (this is defined as households in the lowest 40% of incomes that are required to spend more than 30% of their usual gross weekly income on housing costs).

The rise in property prices across the metropolitan region has resulted in substantial increases in housing stress since the 2016 Census. Whilst more recent data on housing stress levels in Nillumbik is not currently available, it is quite likely that the percentage of households experiencing housing stress within the municipality will have increased since 2016.

There are many types of households that may need to access affordable housing within Nillumbik, including:

- First-time buyers, who can no longer buy due to casual work arrangements or the cost of housing. As a consequence, the rental market has young people entering who, in previous generations, would have been purchasers of homes.
- Older people with a low income, in particular, older women. As they leave the workforce, they can no longer afford the private rental market and sometimes are forced to relocate.
- Singles and young people who are staying at home longer, partly because of the lack of affordable housing.
- Single parents.
- People escaping family violence.
- Key workers (e.g. teachers, healthcare workers, police, hospitality workers) who are
 often forced to travel great distances between work and housing that is affordable.
- People on a low income.

COVID-19 has had a direct impact on people's lives within the municipality and more broadly. Governments are yet to fully appreciate the implications that the pandemic has had on policy and planning for the future. In August 2020, Council in partnership with healthAbility launched the <u>Together in Nillumbik Survey</u> to gain an understanding of how COVID-19 was impacting the community. The survey identified that as the restrictions ease, it is anticipated that some identified impacts may ease, whilst others will have longer term effects such as job loss and mental health. However broader research has already predicted longer term impacts (job loss and mental health) will remain, and the future of work, education and where people live will be permanently impacted by the pandemic.

Councils adopted Ageing Well In Nillumbik Action Plan 2019-2022 identifies that the population of Nillumbik is at the higher end of the socio-economic gradient in Victoria, meaning many residents enjoy better than average health and wellbeing.

The proportion of people 55 years and older in Nillumbik will increase from a quarter to a third of Nillumbik's population by 2036. Nillumbik will also have significantly more people aged over 70 in 2036 than is the case today.

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These changes will increase the demand for low maintenance, accessible and age-friendly and well-located dwellings in established areas, as well as more in-home support services and increased opportunities for residents to have access to retirement villages and aged care facilities.

The Ageing Well In Nillumbik Action Plan also identifies that the growth in the ageing population of Nillumbik means that particular issues faced by the older population will increase including:

- a) Limited transportation options;
- b) Social and geographic isolation;
- c) Limited housing options; and
- d) Access to services and facilities.

Housing is one of the 7 priorities in the Ageing Well In Nillumbik Action Plan, which is assigned the following actions:

- Advocate for housing diversity and options as people plan to downsize or seek alternative housing options and solutions.
- b) Develop resources to assist older people to consider and plan for their future housing needs.
- Investigate the development of local short term emergency housing in response to elder abuse.

Other material within the plan which is relevant to housing includes: *Housing Options*:

 The range of housing options available to older people across Nillumbik is limited and impacts their options to remain in the local community as their needs and lifestyle changes. This includes opportunities to downsize; to access social, shared and other housing models; and supported care options including retirement and residential aged care. (p. 14)

Households:

 40% of households in Nillumbik are households without children of which 24.7% are couples without children and 13.8% are lone person households. Additionally a number of older people living in Nillumbik have limited or no family supports and may become vulnerable if services, supports and opportunities to participate are not accessible. Access to transport, health services, retail and community spaces will continue to be critical connections for people to age well in Nillumbik. (p. 14)

Economic factors:

 For many people the family home is their main asset and may be relied upon to support and fund housing, health and related needs as they age. The effect of being "asset rich and income poor" also impacts older people across the community. Reliable information and advice; access to housing and service options and confidence in accessing home modifications and maintenance services to enable older people to remain living in their homes are important resources to secure choice and control in older peoples decisions. (p. 14)

<u>Nillumbik Shire Councils Disability Action Plan 2020- 2024</u> estimates that in the order of 1 in 5 people (or 11,494 people) in Nillumbik are likely to have some form of a disability². In

² The Plan references the Survey of Disability, Ageing and Carers Australia: Summary of Findings, 2018

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future, an ageing population will mean more and more residents will require housing that is accessible, adaptable and/or has universal design features such as wider doorways and step-free access. The *Disability Action Plan* includes the following actions relating to housing:

- a) 5.1.1 Advocate for more supported/independent accommodation for people with disability, including those not eligible for NDIS.
- b) 5.2.2 Identify Councils role in supporting affordable and accessible housing in the Shire as part of the Nillumbik Housing Strategy, with reference to national and State government housing policy frameworks. Ensure consideration of:
 - i. Housing diversity;
 - ii. Housing requirements for people with disability;
 - iii. Housing requirements for older people; and
 - iv. Support for rezoning of areas identified as suitable for development of accessible and affordable housing for people with disability.

In November 2019, Council adopted an updated <u>Green Wedge Management Plan</u> which includes an objective relating to residents ageing in place within the rural townships:

Objective 1.6 Where possible, encourage housing diversity in the townships to enable ageing in place.

Nillumbik's current Housing Strategy dates back to 2001. Since this time there have been a number of major societal and demographic changes. An updated Housing Strategy will have a key role to play in achieving actions in regard to affordable housing, ensuring an appropriate supply of well-designed, housing to meet the diverse needs of the local community, including the need for affordable housing, whilst protecting the green wedge and the special character Nillumbik Shire.

Council outline below responses to the principles and focus areas identified in the 10 Year Social and Affordable Housing Strategy discussion paper. Please note that page numbers referenced are taken from the PDF version of the paper.

Principles (page 11)

Council support the identified principles that underpin the strategy:

1. People at the Centre

Council concur that it is fundamental that at risk community members (in addition to affordability) e.g. those with disabilities or experiencing family violence or mental illness, need to be at the centre of 'how we plan and design housing responses'.

2. Shared action and accountability

Council agree and support the principle of shared action and accountability, particularly with regard to understanding different roles and responsibilities and the requirement for a multifaceted approach and a suite of mechanisms at each level of government.

3. Maximising value

Council support innovation and continuous improvement principles, particularly with regard to ensuring strong and transparent governance around investment to ensure *'value-for money outcomes and streamlined delivery of projects'*.

4. Sustainability

Council support the principle of 'scalability' across the delivery of affordable and social housing sector, and support the fact that 'sustainability also means that homes are climate adapted, water and energy efficient, incorporating best practice design to ensure they are built for the future'.

Focus Area 1: Pathways (page 16)

- What actions will enable people to access social housing, sustain their tenancies, and move between different housing options as their needs change?
 - a. Federal and State governments will need to continue their role in the housing system predominantly facilitating (and innovating) in the areas of:
 - i. Financial assistance (pensions, rent assistance, etc..)
 - ii. Social housing provision (Victorian Housing Register waiting list)
 - iii. Tenancy law
 - iv. Taxation system
 - v. Industry incentives
 - vi. Victorian Planning Provisions (VPP)
 - vii. Building Law
 - viii. Services (homelessness, health, education, jobs and other)
 - b. Local government needs to continue its role with acknowledgment of the significant funding gaps that are required in delivering services & infrastructure to support our community (in a rate-cap environment) by allocating shire resources. Nillumbik Shire are active in accessing grant funding or other subsidies to assist in delivering key community infrastructure and services, some of which support those parts of the community with housing vulnerability. Key local government functions in this space include:
 - Facilitating community safety and wellbeing through provision of local support services, facilities and coordination/connection to external services;
 - ii. Land use planning; and
 - iii. Advocacy and alliances.
 - c. Local government particularly needs to advocate for equitable reforms and resourcing of the public housing, welfare, financial, taxation, residential tenancy, foreign investment, government surplus land, land use planning and building systems to bring affordable, appropriate and available housing to Nillumbik Shire.
 - d. The land use planning system (through housing strategies) needs to adequately plan for at least a 15 year supply of housing, including land for affordable housing, and negotiate developer contributions when the planning scheme is amended or there are significant applications to increase residential density. Facilitating policy within planning schemes around affordable housing however requires funding to provide the strategic justification for such. Often smaller rate base Councils – particularly non-

growth Councils such as Nillumbik Shire, do not have the financial resources to undertake such strategic justification. This is explored further at point 3 below.

- e. Apart from the limited actions Nillumbik Shire Council and other local governments can undertake to support implementation of social housing, local governments can seek to partner with established social housing providers who have connections to disability services. Established providers are able to offer support to tenants or will be partnered with support organisations to ensure tenancies are sustained and housing needs are monitored. For example <u>Araluen</u>, a local disability service in Nillumbik, has a well-established Housing Network which supports people with disability who are seeking accommodation or need support to sustain housing tenancy.
- f. Council note that for our community, currently people access social housing through the Department of Housing - a large government department that is difficult for people (especially vulnerable people) to navigate. Taking the bureaucracy out of the process would help with access. It would be helpful for housing to be made a part of broader service delivery, specifically health service delivery.
- g. Council consider that housing could be viewed (particularly for at risk community members) and delivered through a health lens, as lack of secure housing is a social determinant of health. People who are more vulnerable and need social housing are likely accessing health services. Housing is an issue that would come up in conversations with clinicians and workers with clients. It is an important part of a person's health and wellbeing status.
- h. Other health issues need to be considered in the context of insecure housing and the need for social and affordable housing. For example, people experiencing housing stress, unsafe or insecure housing will find it much more difficult to address mental health problems. Often these issues are addressed separately when in reality they are interrelated.
- To support people best as they move through their housing journey, it is important that they are monitored and support as their needs increase or reduce.
- What are the most important features of affordable housing? (e.g. price, location, security of tenure, access to transport or daily amenities, connection to support services etc.)
 - a) Council note that price, location, security of tenure, access to transport/amenity, connection to support services are all important, one is not more important than the other. It is important to add 'connection to social support networks' as well as 'support services'. For example, having cheap rent in an area that does not have accessible transport or employment opportunities will not provide effective outcomes and access for people as well as if that housing was in a location that was close to transport and job opportunities. These areas need to be considered as a whole, not individually.

- b) It's also important to consider access features for people with disability and older people who are a significant and growing demographic and who are often on a limited income. It is important to note that an estimated 49.5% of people over 65 have some form of disability. (ABS, Disability, Ageing and Carers, Australia: Summary of Findings, 24/10/2019).
- c) Also it is important to ensure housing is fit for purpose. A good case in point is Araluen's adapted version of 'Advancing full spectrum housing' by Arizona State University: <u>https://d3dqsm2futmewz.cloudfront.net/docs/stardust/advancing-full-</u> spectrum-housing/full-report.pdf
- 3. What actions will support people to find and obtain an affordable home?
- a) Local governments can and do seek general support and advice from the <u>Community</u> <u>Housing Industry Association</u> (CHIA Vic).
- b) Where more affordable housing may be made available in Nillumbik an established provider would reach out via housing support service providers such as <u>Launch</u> <u>Housing</u> (formerly Homeground), who support people in inappropriate accommodation as well as people who are homeless or at risk of becoming homeless.
- c) Araluen, a local disability service in Nillumbik, has a well-established Housing Network to support and advise anyone with disability who is seeking accommodation, and the NDIS has supported a <u>'Housing Hub</u>' website for providers to advertise affordable and accessible properties.
- d) <u>The largest barrier still remains in the amount and diversity of affordable housing</u> <u>stock that is available.</u>
- e) Although private provider models have a role within the provision of affordable housing, care is required when considering housing models to ensure they are not only profit driven, i.e. not-for-profits or social enterprise. Some models result in less than effective outcomes for residents but rather benefit the proprietor.

Land Use Planning and Victorian Planning Provisions:

- f) As identified at 1(b) above, Council strongly supports the view that funding to implement affordable housing policy and outcomes should not rest with local government. Nillumbik Shire supports the initiatives and recommendations of the <u>Municipal Association of Victoria's (MAV's) Submission to Affordable Housing</u> <u>October 2019</u>, particularly where affordable housing models should be implemented through the creation of State provisions within the VPPs for Affordable Housing. Council particularly supports the identified requirement that any provisions should:
 - Provide certainty and consistency, while allowing some flexibility to enable councils to respond to the specific needs of their community – an Overlay and Schedule to the Overlay could achieve this;

- b. Clearly set out the way in which the affordable housing contribution will be calculated, allowing developers to work out and build the cost into their development feasibility and enabling planners to calculate the affordable housing contribution;
- c. Articulate who pays for the affordable housing moving beyond a discussion about number of dwellings to certainty about the quantum of the overall affordable housing contribution; and
- d. Other aspects that will also need to be in place are:
 - *i.* A process to collect and distribute cash-in-lieu contributions, noting councils preference for contributions that come from their community to be invested within their community; and
 - ii. Mechanisms to secure the benefit of the affordable housing in the community, recognising that a requirement for a specific building to remain used as affordable housing in perpetuity will make management of that property unfeasible for any asset owner who will need to ability to divest of assets (and reinvest in other assets) as part of their long term asset management strategy'.
- g) Further Council strongly support the MAV recommendation of the same submission, specifically that:
 - a. 'A suite of Affordable Housing Planning Provisions is created that can be used by councils to seek affordable housing contributions for example:
 - i. Affordable Housing Planning Policy Framework (distinct from housing affordability PPF): and
 - *ii.* Affordable Housing Overlay, with the ability to create a Schedule to the Overlay 2.
 - b. The Provisions include mandatory (rather than discretionary) requirements so that there is certainty and clarity for landowners, developers, and planners.
 - c. The Provisions provide for land, dwelling, and/or cash affordable housing contributions and allows councils to specify the preferred form the contribution will take.
 - d. If the affordable housing contribution is to be delivered through the sale of dwellings, the Provisions clearly set out who will pay for the affordable housing (and at what discount) to provide certainty about the quantum of the affordable housing contribution.
 - e. That any requirements in the Provisions that set out the time for which a property will remain affordable housing, take into account the financial impact on the end owner of the affordable housing so that it does not create a burden on the community housing sector.
 - f. The State Government maximise the delivery of affordable housing on their existing land assets'.

Focus Area 2: Communities (page 19)

- 1. What actions will strengthen social and affordable housing communities?
 - a) Social and affordable housing providers should be encouraged to partner with Councils resources (in the example of Nillumbik Shire) Community Services and Community Partnerships teams to ensure that social and affordable housing tenants are offered opportunities to engage and participate in every aspect of community, and given support to access Council services.
 - b) Consideration should be made of incorporating more than 'just housing'. Consideration could be given for example, to having health services on site such as a general medical practitioners, counselling, etc. to create a 'one stop shop' so services are easily accessible and affordable/free. Social housing particularly should be viewed in the context of a hub model, or at least in close proximity to community activities and services, health services and transport.
 - c) Ensure housing neighbourhoods are safe and encourage social connection between residents.
 - d) Consideration also needs to be given to housing diversity with a mixture of private and public tenure and not all public housing located in one development or neighbourhood.
 - e) Council note there is a stigma attached particularly to social housing in the community. Council acknowledge much of this can be attributed to a legacy of historic planning for social housing being a 'clustered model' where social housing is located in one area, often with architectural and urban design outcomes that separate it from surrounding neighbourhood character and dislocate it from the surrounding community. These earlier social housing models created negative views by much of the community and perpetuated the isolation of the community who need social housing. It is important that future social housing models are not only appropriately designed to support the communities inclusion, but that they are also cohesive with surrounding land use and character. Council support the idea of 'salt and pepper' developments where a mixture of privately held residences are co-located with social housing, particularly in locations aligned to activity centre policy. In Councils view this approach assists with integration and opportunity and is the most effective way to facilitate inclusion.

Focus Area 3: Growth (page 21)

- 1. What actions will enable and deliver growth in social housing?
 - a) Consideration should be given to expanding away from the current (particularly) social housing model and to move it to a 'health first' approach. There are examples of how communities in regional areas of Victoria have done this well. These examples often include positive promotion of diversity of the community,

encouraging and engaging existing members of the community to embrace new people into the community who may (particularly) be accessing social housing. One example is of the <u>*Welcome to Eltham Group*</u>' who welcomed Syrian refugees into the community. There were fundraising and other activities associated with this which were documented in the media.

- 2. What do we need to do to ensure housing supply meets the needs of people with specific support and housing needs?
 - a) As outlined above, local governments will seek advice from CHIA Vic and similar agencies, engage with established providers, and offer support for providers to build social and affordable housing.
 - b) Again as outlined above, the State government's role is integral in land use planning and facilitation of policy and models to assist providers/developers.
 - c) Strategic planning for land release and activity centre planning are all important tools in ensuring adequate supply of affordable and social housing is provided into the future.
- What do we need to do to enable a well-functioning affordable housing system that provides rental and home ownership opportunities for those that need them?
 a) As noted in Focus Area 1 – 2 above.

Focus Area 4: Partnerships (page 23)

- How do we strengthen our partnership approach to build a stronger and more effective social and affordable housing system?
 - a) Governments, non-government organisations, charitable organisations and the private sector need to work together with people with disabilities to develop longterm housing solutions that promote independence and that are secure, accessible and affordable.
 - b) Where local governments excel is in working with 'grass roots', local organisations that are well connected to community members, through such mechanisms/facilities/resources such as community health, libraries, and community support services provided by Councils (maternal child health, aged and disability support, inclusion). Again, Council consider that housing should be viewed as a part of a health response.
- 2. Gaps
- a) Flexibility is required in how we plan for and design housing that responds to community needs, to ensure they are not only secure, accessible and affordable but also flexible – in order to meet diverse and often changing needs.

- b) A recent example comes from Nillumbik is a couple in their 80s who need to move closer to family for support. As a result, they have applied to live at Kooringa Close Retirement Village in Eltham. They hoped their 52 year old daughter with a disability could live at Kooringa also – they want and need to remain close to each other, while maintaining independence. Given their daughter is not 55+, she does not meet the criteria to live at Kooringa. The family feel like their life is on hold while they wait to hear if their application for an exemption will be successful. Moving is already stressful, let alone the thought of moving multiple times within the next few years but that is the prospect they face until their daughter turns 55, with limited alternatives in the meantime.
- c) For many years Araluen have been advocating for people with disability AND their ageing carers to have access to new models of housing and succession planning, all within the area they love, have deep connection to and call home - Nillumbik.

Thank you for this opportunity for Nillumbik Shire Council to provide its view in regard to the very important issue of housing security.

Nillumbik Shire would value the opportunity to be involved in future progress of this Strategy including any round table discussions/forums and/or future consultation on a future draft.

Yours sincerely

Peter Perkins Mayor

Copy or Enc:

APPENDIX 1: Emerging issues for housing and population change in Nillumbik

Demographics

- In recent years, more people have moved out of the Shire than have moved in, reducing
 population growth to well below the average for Melbourne.
- The net loss between 2011 and 2016 was 1,761 people.
- Nillumbik's growth rate is 0.5% per year, but among people aged 65 years and over, it is 3.7%.
- The population forecast is for low growth and an older population. This is based on
 assumptions that the population in Nillumbik is driven partly by natural increase and partly by
 migration (local and overseas).
- Nillumbik has an ageing population. The number of people aged 65 years and over will increase by 73% from 8,143 in 2016 to 14,155 in 2036.
- This means that by 2036, 20% of the population will be aged over 65 compared to 18% aged 0-14 years. This is a strong shift from the current age-dependency ratio of higher child-dependency (20%) compared to age-dependency in (13%) in 2016.
- The over 60 years age group is the largest age group on low incomes, making up 58% of all households on low incomes.
- Currently the average household size is 3 persons and the average dwelling has 3.5 bedrooms.
- The size of households is expected to decline to 2.75 persons in 2036. This is mainly due to
 population ageing, with more households transitioning from families to couple or lone person
 households, and is an Australia-wide trend.
- The most remarkable expected change among household types in Nillumbik is an expected increase in sole person households from 3,059 (14% of all households) in 2016 to 4,732 (19% of all households) in 2036.
- This is followed by an increase in couple (no children) households from 5,776 (26.7%) in 2016 to 7,215 (28.6%) in 2036.

<u>Disability</u>

- The rate of disability in Nillumbik is determined by the census question on need for daily
 assistance due to a severe or profound disability, reported by 3.3% of the population or 1,995
 people.
- This is lower than for Greater Melbourne (4.9%). This rate increases sharply with age, with 55% of people with disability aged 60 years and over, so this rate will probably increase.
- The large majority of people reporting need for assistance were in households who were
 purchasing or fully owned their home (85%), a further 7.9% were renting privately, and 3.1% were
 in social housing in 2016.

Housing types and tenure

- Nillumbik's housing is mainly detached dwellings (93%).
- Only 6% of housing stock is medium density compared to 23% in Greater Melbourne.
- A large proportion of housing is fully owned or mortgaged (85%), with only a small proportion available for private rental (8% compared to 26% in Greater Melbourne).
- Social housing comprises 0.6% of dwellings in Nillumbik compared to 2.6% in Greater Melbourne and 4% in Australia.

Attachment 1 – Previous Council and Committee Decisions

Council Meeting 27 January 2021

Council Resolution

MOVED: Cr Ben Ramcharan SECONDED: Cr Richard Stockman

That Council publishes a public notice of its intention to review its Road Management Plan, inviting submissions to be heard at the next available Future Nillumbik Committee Meeting.

CARRIED

Future Nillumbik Committee Meeting on 9 March 2021

Recommendation

That the Committee (acting under delegation from Council):

- Notes that 73 submissions (Attachment 1) were received with respect to Council giving notice of its intention to review its Road Management Plan.
- Refers any decision regarding the adoption of the amended Road Management Plan to a future Council Meeting.
- Resolves that the detailed unredacted submissions (Attachment 3) remain confidential on the grounds specified in the definition of confidential information in section 3(1)(f) of the Local Government Act 2020.

CM.041/21Road Management Plan ReviewAttachment 1.Previous Council and Committee Decisions

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Attachments - 386

Attachment 2 - submissions summary and officer response

 As part of seeking submissions the community was asked to provide feedback on the type of road defects considered to need additional expenditure. The results of the survey are shown below in Table 1.

Table 1		
Defect Type	Number of selections	
Sealed road defects (pot holes, edge breaks and trees overhanging the road).	30	
Footpath defects (broken or deformed bays resulting in a trip and trees overhanging the footpath.	4	
Road hazards (oil spills, road obstruction including dead animals and trees over roads, missing pit lids etc).	6	
Footpath hazards (footpath obstructions and trees over footpaths).	1	
None of the above.	2	
Other.	27	
No response.	3	

2. Further insight into the 'Other' categories is provided in **Table 2** below. Some individual response contained multiple topics.

	Table 2		
Comment	Number of mentions	Officer response	
Sealing or traffic volumes on unsealed roads.	5	Out of scope of the RMP.	
Defects and increase maintenance on unsealed roads.	4	Will be considered as part of the review process.	
Rural roads.	1	The RMP takes a risk based approach in determining levels of service. As an example, roads with more traffic (that are a higher category) will receive a more regular inspection frequency and faster response time to identified defects in comparison to roads with less traffic. Levels of service are developed independent of locality.	

Table 2

Comment	Number of mentions	Officer response
Roadside trees, roadside slashing and fire hazard.	5	Although trees overhanging into the road and footpath are a consideration of the RMP, the associated service levels are contained in Nillumbik's Tree Management Policy and Tree Management Guidelines. The levels of service relating to overhanging trees are set in collaboration with emergency management authorities in line with Council's Municipal Fire Management Plan. Roadside slashing activities are out of scope for the RMP. There is no proposal to review these levels of service as part of this review.
Trail maintenance.	2	Although trails on roadsides are a consideration of the RMP, any review of service levels will be performed as part of an update to Council's Trails Strategy. There is no proposal to review these levels of service as part of this review. This review, however will consider the levels of service associated with Council's 'high' footpath category which does include shared paths.
Bike lanes.	2	Out of scope of the RMP.
Speed and traffic flow.	2	Out of scope of the RMP.
New footpaths.	3	Out of scope of the RMP.
Widening roads.	1	Out of scope of the RMP.
Spend more on all of the categories.	5	The allocation of additional expenditure will be subject to a resolution of Council to increase any levels of service within an amended RMP.

3. A free form was also made available for submitters to provide any additional information. 46 of the 73 submissions received provided additional information, summarised in **Table 3** below with the officer response. Most individual responses contained multiple topics.

Table 3		
Additional Information Provided	Number of mentions	Officer response
Update on a current special charge scheme.	1	Out of scope of the RMP. Officers have contacted the resident and provided an update on the special charge scheme status.
Satisfaction with current service levels.	1	Noted.
Bike lanes.	1	Out of scope of the RMP.

Additional Information Provided	Number of mentions	Officer response
Traffic lights, traffic flow, speed limits or general road safety.	13	Out of scope of the RMP. Where contact details were made available, officers have contacted submitters to discuss their comments and provide advice on how Council can support.
Quality of pit lids.	1	Council uses stormwater pit lids rated to the environment within which the pit lids sits according to the appropriate Australian Standard.
Stormwater drainage.	1	Out of scope of the RMP.
Additional parking.	1	Out of scope of the RMP.
Sealing unsealed roads and dust.	10	Out of scope of the RMP.
Increase the grading frequency and general unsealed roads maintenance.	11	Will be considered as part of the review process.
Leaf litter in drains.	1	Out of scope of the RMP.
New footpaths and pedestrian crossing facilities.	4	Out of scope of the RMP.
Roadside trees, roadside slashing and fire hazard.	17	Although trees overhanging into the road and footpath are a consideration of the RMP, the associated levels of service are contained in Nillumbik's Tree Management Policy and Tree Management Guidelines. The levels of service relating to overhanging trees are set in collaboration with emergency management authorities in line with Council's Municipal Fire Management Plan. Clearance requirements are nominated within Council's Tree Management Guidelines. Roadside slashing activities are out of scope for the RMP. There is no proposal to review these levels of service as part of this review.
Wildlife on roads.	3	The RMP deals with the response times associated with collecting deceased animals off the road or footpath. All other matters relating to increased wildlife volumes and crossings points are out of scope of the RMP.
Weed management.	1	Out of scope of the RMP.
Queried whether graffiti management is a RMP consideration.	1	Where graffiti impacts the legibility or visibility of signage or other delineation infrastructure it triggers a response with respect to the RMP to restore its functionality.

Additional	Number of	Officer records
Information Provided	mentions	Officer response
Resealing of Arterial Roads.	1	Arterial roads are the responsibility of Department of Transport (DoT). This request was forwarded through to DoT for consideration.
Trail maintenance.	2	Although trails on roadsides are a consideration of the RMP, any review of service levels will be performed as part of an update to Council's Trails Strategy. There is no proposal to review these levels of service as part of this review. This review, however will consider the levels of service associated with Council's 'high' footpath category which does include shared paths.
Catering for and acknowledging road users other than cars and specifically horse riders within Section 2.3 and Section 3.2 of the RMP.	3	The RMP does acknowledge user other than cars, including horse rides within Section 2.3 of the current document. The various hazards and defects identified within the RMP are to address the risks key stakeholders are likely to encounter when using the road, footpath and shared path network. Further consideration will be made to update Section 3.2 as part of any amendment.
Updating Appendix A.	1	Appendix A addresses explicitly the function of the road. The request to include the function of 'informal paths' is not the intention of this table. This item is considered in Nillumbik's Trails Strategy and referenced in Appendix D of the RMP.
Equity of spend across the municipality.	2	The RMP takes a risk based approach in determining levels of service. As an example, roads with more traffic (that are a higher category) will receive a more regular inspection frequency and faster response time to identified defects in comparison to roads with less traffic. Levels of service are developed independent of locality. Decisions relating to new or upgrade of assets are not in scope for the RMP.
Minor edits to the document.	2	These items will be considered as part of the updated RMP.
Concerns with the survey details and method.	2	Noted.



January 2021

Mattops

Nillumbik Shire Council - 2020 Climate Action Plan Survey

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Contact Details

This report was prepared by Metropolis Research Pty Ltd on behalf of the Nillumbik Shire Council. For more information, please contact:

Dale Hubner Managing Director Metropolis Research Pty Ltd

P O Box 1357 CARLTON VIC 3053

(03) 9272 4600 d.hubner@metropolis-research.com



Hannah Burns Project Officer, Environment Nillumbik Shire Council

Civic Drive Greensborough VIC 3088

(03) 9433 3516 Hannah.Burns@nillumbik.vic.gov.au



The Green Wedge Shire



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Executive summary

Metropolis Research was commissioned by the Nillumbik Shire Council to conduct primary research of the Nillumbik community, to explore a range of issues around climate change to help inform the development of Council's *Climate Action Plan*.

Methodology and response rate

The *Climate Action Plan Survey* was comprised of two components, a random telephone survey of 400 respondents drawn proportionally from across the municipality, as well as an open-access online survey hosted on *Participate Nillumbik*, completed by 397 respondents.

It is important to bear in mind when exploring the results to the survey, that the random telephone survey respondents more accurately reflect the views of the underlying Nillumbik community than do the self-selected online survey respondents. The online survey respondents reflect more the views of the sub-set of the Nillumbik community who are more engaged with the issue of climate change.

A total of 400 telephone surveys were conducted from a random sample of 6,257 residential telephone numbers, including mostly mobile phone numbers, and landlines where available.

The sample of residential telephone numbers was pre-weighted by precinct population, to ensure that each precinct contributed proportionally to the overall municipal results.

The final sample of surveys were then weighted by age and gender, to ensure that each age and gender group contributed proportionally to the overall municipal result. This was necessary given the limitations of the telephone survey methodology in obtaining a sample that reflects the age structure of the underlying population.

Of the 6,257 telephone numbers, the following results were obtained:

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 No answer 		- 4,165
2	freed a so	

- Refused the offer to participate 1,248
 - Completed the survey -400

This provides a response rate of 24.3%, reflecting the proportion of individuals who were invited to participate in the research, who ultimately participated. The 95% confidence interval for the random telephone survey results is plus or minus 4.8%. In other words, if a result is 50% Yes, it is 95% certain that the true result is between 45.2% and 54.8%.

The online survey was hosted by Council on the *Participate Nillumbik* website and open to all residents of the Nillumbik Shire. The survey was live on *Participate Nillumbik* from the 26th of October till the 20th of December 2020.

Summary of the results

Most of the respondents believed themselves to be familiar with the issue of climate change, believed that climate change was an important issue for them and their household, and believed that climate change was entirely or mainly due to human activity.



Most respondents were very or quite concerned about the effects of climate change, and believed that they had been in the past, were currently, and will in the future be impacted by climate change. Respondents were more likely to feel they will be impacted in the future than they were currently being impacted or had been impacted in the past.

The most common way in which respondents believe they have been directly impacted by climate change was by bushfire and related issues.

Whilst respondents, on average, were at least moderately concerned with the 13 effects of climate change included in the survey, far and away the effect of greatest concern was "harsher fire weather and longer fire seasons". Water shortages and drought and the health of the natural environment were also of very significant concern.

Consistent with the concern about bushfires, of the 14 potential Council actions included in the survey, respondents placed the highest priority on "planning for the increasing risk of fire by managing bushland reserves and supporting the community to reduce the risk of bushfire".

Most respondents felt that Council should set the same carbon emission target for both its own operations (net zero emissions by 2030) as well as the community (net zero emissions by 2050) as the state government has set.

Whilst the results were relatively similar, random survey respondents on average, felt that Council should prioritise adapting to the consequences of, over mitigating the causes of climate change. The self-selected online survey respondents, however, were more likely to believe Council should prioritise mitigating the causes over adapting to the consequences of climate change.

Four-fifths of respondents believed that climate change should be at least "a consideration" for all Council decision making, with 28% of the random telephone and 42% of the online survey respondents believing that climate change should be "the primary consideration".

Approximately half (48%) of the random telephone survey and two-thirds (62%) of the online survey respondents were willing to pay some additional rates to "help Council achieve net zero emissions and be proactive in adapting to climate change".

Most respondents were already undertaking many of the 14 environmental sustainability and climate change related actions, with "minimising waste to landfill by actively separating waste", "avoiding or minimising buying materials that become waste", "adapting garden to be drought tolerant and / or provide habitat and biodiversity", "walk, ride, or use public transport where possible", "establishing an edible garden and / or compost at home", and "installing water saving devices and appliances in the home" the most commonly undertaken.

The most significant barriers to undertaking these environmental sustainability and climate change related actions were "the cost of making changes", "other personal priorities come first", and "the effort required to find out the changes needed and the products available".

Metropolis Research does note that both the random telephone survey and the self-selected online survey included a proportion of respondents (up to approximately one-sixth) who were potentially sceptical about climate change and or were concerned about the role of Council in addressing climate change.

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The online survey respondents tended to report results that were more concerned about climate change and were more positive in terms of Council acting to address both the causes of and adapting to the impacts of climate change than the random telephone survey. This reflects the online survey respondents' greater level of engagement in the issue of climate change than the random sample telephone survey.

The online survey respondents did provide many suggestions for how Council should tackle the issue of climate change, including suggestions around Council activities, assistance to residents, as well as a range of other broader issues. This feedback provides an important set of suggestions for Council informing the development of the *Climate Action Plan*.

Sub-groups within the Nillumbik community

Metropolis Research conducted a cluster analysis of the random telephone survey results, based on the results to the three key questions relating to the respondents' familiarity with the issue of climate change, how important they believe the issue of climate change is, and whether they believe climate change is non-existent, a natural or a man-man process. This analysis produced four groups (clusters) of respondents to the random telephone survey, comprised of the following:

and the second se	
Group One: Sceptical	• 58% are NOT concerned about climate change.
This group of 30 (8%) respondents believe that climate change is largely or entirely due to natural processes, with a few believing there is no such thing as climate change. On average, they believe themselves to be moderately familiar (5.8/10) with the issue, however, on average they do not believe climate change is particularly important (4.8/10) to them or their household.	 61% believe Council should set the same emissions target for the Nillumbik community as the State Government, whilst 21% believe Council should NOT set a target. 54% believe climate change should NOT be a consideration and 34% believe it should be A consideration for all Council decisions.
	 50% believe NO additional funding is required to assist Council deal with climate change, whilst 14% are prepared to pay some additional rates.
Group Two: Mixed views	 44% are quite concerned and 25% are very concerned about climate change.
This group of 144 (36%) respondents	_
almost all believe that climate change is partly due to human and partly due to natural processes.	 67% believe Council should set the same emissions target for the Nillumbik community as the State Government, whilst 13% believe Council should set a
On average, they believe they are familiar (7.5) with the issue of climate	HIGHER target.
Page 6 of 145	Metro

and their household.	19% believe it SHOULD NOT be a consideration.
	 27% are prepared to pay less than \$100 a year to assist Council deal with climate change, 22% believe Council should reallocate funding from other areas, and 26% believe no additional funding is required to assist Council deal with climate change.
Group Three: Very concerned	 63% are very concerned and 28% are quite concerned about climate change.
This group of 154 (39%) respondents almost all believe climate change is mainly due to human activity. On average, they believe themselves to be very familiar (8.3/10) with the	 65% believe Council should set the same emissions target for the Nillumbik community as the State Government, whilst 27% believe Council should set a HIGHER target.
issue of climate change and believe the issue is very important (8.7/10) to them and their household.	 58% believe climate change should be A consideration and 36% believe it should be the PRIMARY consideration for all Council decisions.
	 43% are prepared to pay less than \$100 a year and 19% are prepared to pay \$100 or more in additional rates to assist Council deal with climate change.
Group Four: Extremely concerned	 59% are very concerned and 29% quite concerned about climate change.
This group of 69 (17%) respondents all believe that climate change is entirely due to human activity. On average, they believe themselves to be very familiar (8.3/10) with the issue of climate change and believe	 60% believe Council should set the same emissions target for the Nillumbik community as the State Government, whilst 38% believe Council should set a HIGHER target.
climate change is an extremely important (9.0/10) issue for them and their household.	 46% believe climate change should be the PRIMARY consideration and 44% believe it should be A consideration for all Council decisions.
	 37% are prepared to pay less than \$100 a year and 27% are prepared to pay \$100 or more in additional rates to assist Council deal with climate change.

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Key findings

The following sections outline the key results of the survey for the respondents to the random telephone survey. These results reflect, most effectively, the views of the underlying Nillumbik community, and should form the basis of Council's understanding of community sentiment in relation to the questions included in the survey.

Climate change

Familiarity

The overwhelming majority of random telephone survey respondents believed themselves to be familiar with the issue of climate change, with an average familiarity score of 7.73 out of 10. Just 3.9% of the random telephone survey respondents were not familiar with climate change (rating familiarity at less than five out of 10).

Importance

The overwhelming majority of random telephone survey respondents believed that climate change was important to them and their household, with an average importance score of 7.94 out of 10. 6.8% of random telephone survey respondents did not believe that climate change was important issue for them or their household.

Causes of climate change

A little more than half (57.3%) of the random telephone survey respondents believed that climate change was "mainly" (38.8%) or "entirely" (18.5%) due to human activity.

Concern about and impacts of climate change

Concern about climate change

More than three-quarters of the random telephone survey (79.3%) respondents were "quite" (33.6%) or "very" (45.7%) concerned about climate change.

Impacted by climate change

A majority of the random telephone survey respondents believed that they had been impacted by climate change in the past (50.7%), were currently being impacted (65.5%) and expect to be impacted by climate change in the future (83.6%).

Ways of being impacted by climate change

The most common ways in which random telephone survey respondents believe they are being directly impacted by climate change were bushfires (22.0%), hot weather / heat waves (9.5%), changes in weather patterns (8.8%), and extreme weather (6.0%).



Concern about the effects of climate change

Respondents were asked to rate their level of concern with 13 effects of climate change on the local environment, their work, home, and community. In summary, the random sample telephone survey respondents rated concern about the 13 climate change effects as follows:

- Extremely Concerned about harsher fire weather and longer fire seasons (8.42 out of 10), water shortages and droughts (8.07), and the health of the natural environment (7.96). Approximately three-quarters of respondents were "very concerned" with these effects, whilst less than 10% were unconcerned.
- Very Concerned about impacts on agriculture and land productivity (7.71), more frequent / extreme hot days / heat waves (7.69), more frequent / extreme storms / floods (7.39), and disrupted power supply and communications (7.38). Up to approximately two-thirds of respondents were "very concerned" with these, whilst approximately 10% were unconcerned.
- Moderately Concerned about damage to roads, buildings, and private dwellings (6.83), increased weed and pest animals (6.82), the ability to maintain public gardens and green spaces (6.68), physical health impacts of climate change (6.55), and reduced access to / availability of community services (6.22). Between a third and less than half of the respondents were "very concerned" about these effects, whilst approximately one-sixth were unconcerned.
- Mildly Concerned about the mental health impacts of climate change (5.89). Whilst onethird of respondents were "very concerned" about this effect, a little more than one-quarter were unconcerned.

Climate change targets

Carbon emission target for Council's own operations

Almost three-quarters (70.0%) of random telephone survey respondents believed that Council should set the same target of net zero emissions by 2030 for its own operations as the state government has set for their operations. A little more than one-sixth (18.5%) of respondents believed that Council should set a higher target, with 2025 the most common alternative target.

Carbon emission target for the Nillumbik community

Two-thirds (64.8%) of random telephone survey respondents believed that Council should set the same target of net zero emissions by 2050 for the Nillumbik community as the state government has set for the Victorian community. A little more than one-fifth (21.8%) of respondents believed that Council should set a higher target, with 2030 the most common alternative target.



Council's response to climate change

Priority for Council's climate change focus and resources

On average, the random telephone survey respondents were slightly more likely to believe that Council should focus on adapting to the consequences of climate change (7.66 out of 10) over mitigating the causes of climate change (7.45).

Role of climate change in Council decision making

A little more than one-quarter (28.0%) of the random telephone survey respondents believed that climate change should be "the primary consideration" for ALL Council decisions, whilst a little more than half (54.8%) believed it should be "a consideration".

Willingness to pay additional Council rates

Approximately half (48.2%) of the random telephone survey respondents reported that they were prepared to pay additional rates to "help Council achieve net zero emissions and be proactive in adapting to climate change". A little less than one-sixth (14.8%) of respondents were prepared to pay more than \$100 per year in additional rates, whilst one-third (33.3%) were prepared to pay less than \$100 per year.

Priority of potential Council climate change actions

Respondents were asked to rate the priority of 13 potential Council actions to address climate change. It is clear from the results that the random telephone survey respondents considered "planning for the increasing risk of fire by managing bushland reserves and supporting the community to reduce the risk of bushfire" to be measurably and significantly the highest priority action that Council should take in addressing climate change, with an average priority of 8.83 out of a potential 10.

Consistent with this very high average priority for this action, 85.5% of the random telephone survey respondents rated this action as a "very high priority" (i.e., rated the priority at eight or more out of 10).

The random telephone survey respondents rated the priority of each of the remaining 12 actions as a "high priority", with average priority scores of between seven and eight out of 10.

Other Council climate change actions

The random telephone survey respondents nominated only a small number (36 responses) of other actions Council could take to address climate change, with providing information, moving to the use of energy efficient vehicles, assisting the state government and a range of other responses in small numbers.



Personal climate change actions

Respondents were asked if they had made, or were considering making within the next two years, any of 14 environmental sustainability and climate change related actions.

Electricity consumption related actions

- More than half of the random telephone survey respondents reported that they had already
 installed insulation and draught sealing (69.9%) and installed energy efficient heating, cooling,
 and lighting (57.8%). A significant proportion of the remaining respondents reported that they
 were considering doing these within the next two years.
- A little less than half of the random telephone respondents reported that they had already
 installed energy efficient windows and coverings (47.0%), replaced gas appliances with
 efficient electric appliances (42.2%), and installed rooftop solar or solar battery systems
 (40.2%). Up to approximately one-quarter of respondents reported that they were
 considering installing these within the next two years.
- One-quarter (25.8%) of the random telephone survey respondents reported that they were already purchasing 50% to 100% Green Power. A little more than one-quarter of respondents reported that they were considering purchasing Green Power within the next two years.

Water related and other environmental actions

- The overwhelming majority of the random telephone survey respondents were already minimising their waste to landfill by actively separating waste (93.4%) and avoiding or minimising buying materials that become waste (86.0%).
- Three-quarters of the random telephone survey respondents were walking, riding, or using
 public transport where possible (75.4%). It is noted, however, that only a small proportion of
 the respondents were considering doing this in the next two years, which suggests that these
 results may have a limited potential to increase.
- A little less than three-quarters of the random telephone survey respondents had adapted their garden to be drought tolerant (70.5%) and had established an edible garden and / or were composting at home (69.3%), with approximately 10% considering doing so within the next two years.
- Two-thirds of the random telephone survey respondents had already installed water shaving devices and appliances (67.0%), with 11.5% considering installing these devices within the next two years.
- A little more than half of the random telephone survey respondents had already installed water retention systems or improved drainage (55.7%), with a further one-sixth (17.9%) considering doing so within the next two years.

Barriers to undertaking environmental sustainability actions

The most common barriers to undertaking these environmental actions were "the cost of making changes" (6.42 out of 10), other personal priorities come first" (4.39), the effort required to find out changes needed and the products available" (3.70), and "not enough time to make changes" (3.66).

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Introduction

Metropolis Research was commissioned by the Nillumbik Shire Council to conduct primary research of the Nillumbik community, to explore a range of issues around climate change to help inform the development of Council's *Climate Action Plan*.

The research was comprised of two components; a random telephone survey of 400 drawn proportionally from across the entire municipality, and an online survey that was open to all residents of the municipality who self-selected to participate.

The aims of the research were to explore the following issues:

- Understanding of climate change including familiarity with the issue of climate change, the importance of climate change, and understanding of the causes of climate change.
- Concern about and impacts of climate change including level of concern about climate change; whether respondents had been, were currently, or expect to be impacted by climate change in the future; the ways in which respondents were impacted by climate change, and concern about a range of potential effects of climate change.
- Climate change targets including whether Council should set the same, a higher, or a lower target for both Council operations and the Nillumbik community reaching net zero emissions.
- Council's response to climate change including whether Council prioritise mitigating the
 causes of or adapting to effects of climate change; the appropriate role of climate change in
 Council decision making; willingness of respondents to pay additional rates to assist Council
 deal with climate change; the appropriate priority of potential Council climate change actions,
 and suggestions for other potential Council climate change actions.
- Personal climate change actions including current and potential future participation in a range of environment and sustainability actions.
- Respondent profile including the age structure, gender, disability status, language spoken at home, ATSI status, household structure, housing situation, and the suburb of residence of respondents to both surveys.

Methodology, response rate and statistical strength

The *Climate Action Plan Survey* was comprised of two components, a random telephone survey of 400 respondents drawn proportionally from across the municipality, as well as an open-access online survey hosted on *Participate Nillumbik*.

Due to the lockdowns and social distancing requirements in response to the COVID-19 pandemic, it was not possible to conduct the random survey as a face-to-face, doorstop interview, which is the preferred method by which Metropolis Research typically conducts research like this for local government across metropolitan Melbourne, including the *Nillumbik Shire Council Annual Community Satisfaction Survey* program. Consequently, the survey was conducted as a telephone interview.



The surveying was all completed over two weeks in November 2020.

Surveys were conducted from 11am till 7pm weekdays, and 11am till 5pm on Saturdays and Sunday.

Multiple attempts were made to contact each randomly selected telephone number, to give the household multiple opportunities to participate in the research.

A total of 400 surveys were conducted from a random sample of 6,257 residential telephone numbers, including mostly mobile phone numbers, but also landlines where available.

The sample of residential telephone numbers was pre-weighted by precinct population, to ensure that each precinct contributed proportionally to the overall municipal results.

The final sample of surveys were then weighted by age and gender, to ensure that each age / gender group contributed proportionally to the overall municipal result. This was necessary given the limitations of the telephone survey methodology in obtaining a sample that reflects the age structure of the underlying population.

Of the 6,257 telephone numbers, the following results were obtained:

٠	No answer	- 4,165
•	Refused	- 1,248
	~ · · · ·	100

Completed - 400

This provides a response rate of 24.3%, reflecting the proportion of individuals who were invited to participate in the research, who ultimately participated.

This is lower than the response rate typically obtained by Metropolis Research in other research conducted in the Nillumbik Shire, including the 44.1% recorded in the 2020 Annual Community Satisfaction Survey. The lower response rate reflects both the telephone survey methodology, which does typically obtain lower response rates to door-to-door interview style surveys, as well as the nature of the issues being canvassed in the survey.

There was some feedback from residents refusing the offer to participate in the research, that they were not interested in the issue of climate change. It is important to bear in mind, that the fact that some in the community who are not particularly engaged in the issue of climate change were less likely to participate in the research does mean that the results to the survey will slightly over-represent the views of those in the community who are somewhat more engaged rather than less engaged in the issue of climate change.

The 95% confidence interval (margin of error) of these results is plus or minus 4.8% at the 50% level. In other words, if a yes / no question obtains a result of fifty percent yes, it is 95% certain that the true value of this result is within the range of 45.2% and 54.8%.

This is based on a total sample size of 401 respondents, and an underlying population of the Shire of Nillumbik of 65,094.

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The online survey was hosted by Council on the Participate Nillumbik website and open to all residents of the Nillumbik Shire. The survey was live on Participate Nillumbik from the 26th of October till the 20th of December 2020.

Nillumbik local areas (precincts)

This report provides precinct level results utilising a set of precincts derived from the localities within the municipality as outlined in the *Nillumbik Shire Community Profile* published by i.d consulting.

These precincts are defined as follows:

- Second Se
- Diamond Creek includes Diamond Creek
- 8 Eltham includes Eltham Central, Eltham East, Eltham North, Eltham South and Edendale
- Rural includes Hurstbridge, Kangaroo Ground, North Warrandyte, Research, Wattle Glen, St. Andrews, Rural East, and Rural Northwest

Metropolis Research notes that due to the need to conduct the random survey by telephone rather than as a door-to-door interview survey, the locational information on the respondents was obtained at a suburb level, rather than the SAL1 level.

In addition, the sample of 400 used for this project was not as large as the 500 that is used for the *Annual Community Satisfaction* survey

As a result of these limitations, the precinct "Eltham" includes all the Eltham areas, rather than being broken into Eltham (including Eltham Central, Eltham South and Eltham East) and Eltham North (including Eltham North and Edendale), which is the standard breakdown used by Metropolis Research for other research conducted for the Nillumbik Shire Council (such as the Annual Community Satisfaction Survey).



Climate change

Familiarity with the issue of climate change

Respondents were asked:

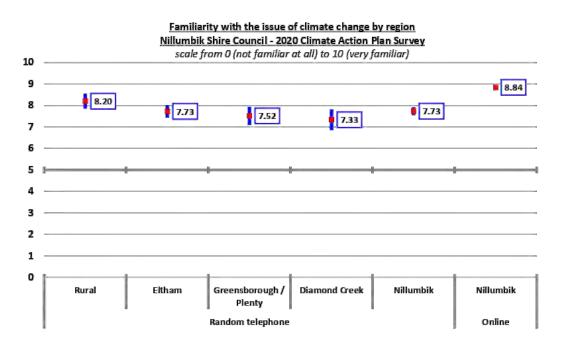
"On a scale of zero (not familiar at all) to ten (very familiar), how familiar are you with the issue of climate change?"

On average, respondents in the Nillumbik Shire were familiar with the issue of climate change, with an average familiarity of 7.73 out of a potential 10 recorded by respondents to the random telephone survey.

The self-selecting, online survey respondents, on average, believed themselves to be more familiar with the issue of climate change, rating their familiarity at 8.84 out of 10, or 14.4% higher than the random telephone survey respondents.

Whilst there was no statistically significant variation in the average familiarity with the issue of climate change by random telephone survey respondents observed across the municipality, it is noted that respondents from the Rural precinct (8.20) rated their familiarity notably, but not measurably higher than the municipal average.

By contrast, respondents from Diamond Creek precinct rated their familiarity measurably lower than respondents from the Rural precinct, but not measurably lower than the municipal average.



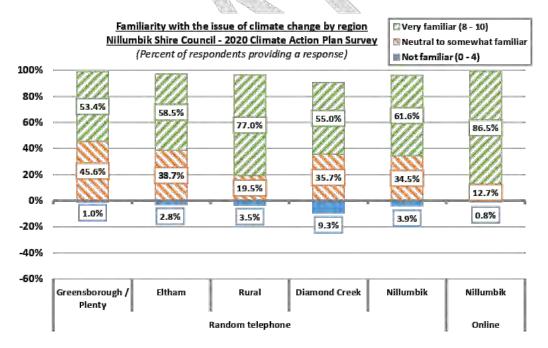


The following graph provides breakdown of these results into the proportion of respondents who believed themselves to be "very familiar" with climate change (rating familiarity at 8 or more out of 10), those who were "neutral to somewhat familiar" (rating familiarity at between five and seven), and those who were "not familiar" (rating familiarity at less than five).

Consistent with the strong average familiarity of 7.73 out of 10, almost two-thirds (61.6%) of respondents believed themselves to be "very familiar" with the issue, whist just 3.9% were "not familiar".

Particular attention is drawn to the fact that 86.5% of the self-selecting online survey respondents believed themselves to be "very familiar" with the issue of climate change, whilst less than one percent felt they were "not familiar".

This variation between the random telephone survey respondents and the self-selecting online survey respondents is important to note, as it reflects a key distinction between the two groups of respondents. Throughout this report, the random telephone survey respondents' answers to the questions reflect more accurately the views of the underlying Nillumbik community than do the answers from the online survey respondents, whilst the online survey respondents' answers reflect the views of the sub-set of the Nillumbik community who are more engaged with the issue of climate change.

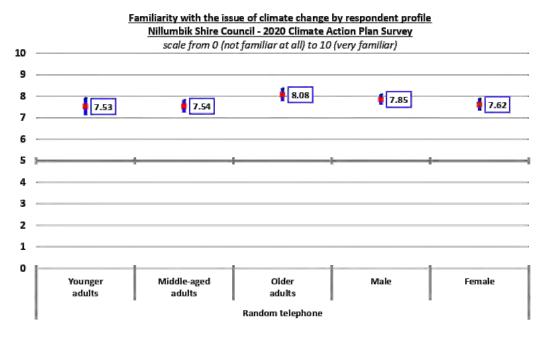


The following graphs provide a breakdown of familiarity with the issue of climate change by respondents' age and gender.

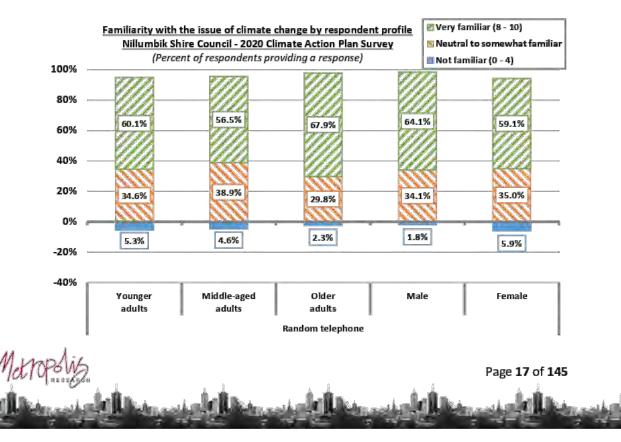
It is noted that older adults (aged 55 years and over) believed themselves to be more familiar with the issue of climate change than other respondents.



There was, however, no measurable variation in average familiarity with the issue of climate change observed between male and female respondents.



It is noted that younger and middle-aged adults (aged 18 to 54 years) were more likely than older adults (aged 55 years and over) to rate their familiarity with the issue of climate change at between five and seven out of 10, whilst older adults were more likely to believe themselves to be "very familiar" with the issue.



Attachments - 407

Importance of the issue of climate change

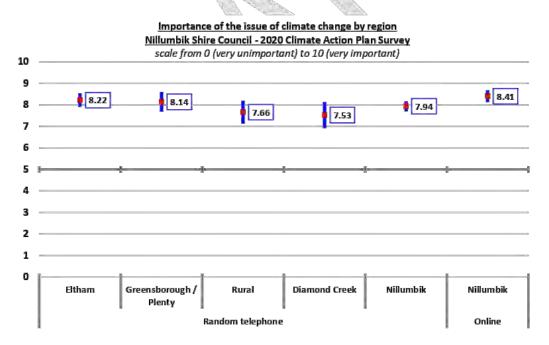
Respondents were asked:

"On a scale of zero (very unimportant) to ten (very important), how important is the issue of climate change to you and your household?"

Respondents to both the random telephone and online surveys rated the importance of the issue of climate change to them and their household as high, with the random telephone survey respondents rating the importance at 7.94 out of a potential 10, and the self-selecting online survey rating importance at a measurably higher average of 8.41.

Whilst there was no statistically significant variation in the random telephone survey results in the average importance of climate change observed across the municipality, it is noted that respondents from Eltham and Greensborough / Plenty precincts rated the importance of the issue somewhat higher than respondents from the Rural and Diamond Creek precincts.

This is an interesting result, given that respondents from the Rural precinct believed themselves to be more familiar with the issue of climate change than respondents from the urban precincts, but they rated the importance of the issue at a lower average importance than respondents from Eltham and Greensborough / Plenty.



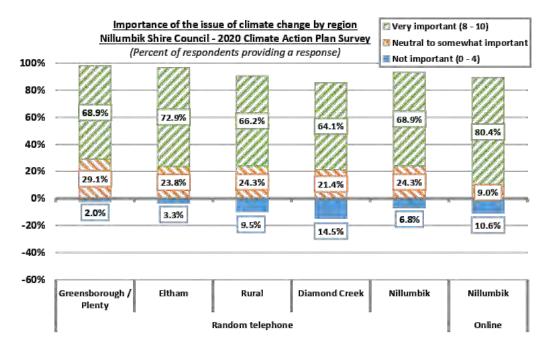
The following graph provides breakdown of these results into the proportion of respondents who rated the importance of climate change as "very important" (rating importance at 8 or more out of 10), those who rated the issues as "neutral to somewhat important" (rating importance at between five and seven), and those who rated the importance of climate change as "not important" (rating importance at less than five).



A little more than two-thirds (68.9%) of the random telephone survey respondents rated the issue of climate change as "very important", whilst 6.8% considered the issue to be "not important".

The self-selecting online survey respondents were considerably more likely than the random telephone survey respondents to rate the issue as "very important" (80.4% compared to 68.9%), although it is noted that they were also more likely to rate the issue as "not important".

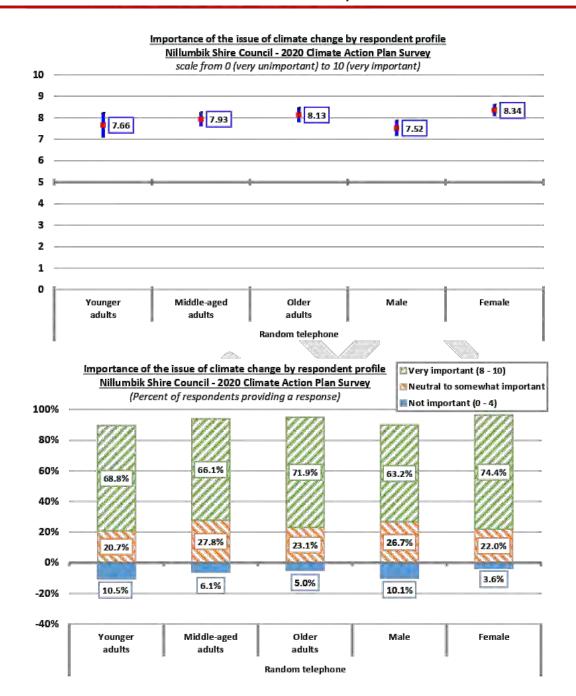
This result highlights the fact that whilst most of the self-selecting online survey respondents were focused on the importance of climate change, there was a small (10%) group of these respondents who did not consider climate change important, even though they believed themselves to be "very familiar" with the issue of climate change. Metropolis Research suggests that this group of online survey respondents may well reflect a group of residents in the Nillumbik community who are potentially sceptical about the issue of climate change.



There was some variation in the average importance of climate change by respondents to the random telephone survey observed by respondent profile, as follows:

- Age structure there was a small, but not statistically significant, increase in the average importance placed on the issue of climate change with the respondents' age. This pattern is similar to that observed in relation to familiarity with the issue of climate change.
- Gender female respondents rated the importance of climate change measurably and significantly higher than male respondents.







The reasons why climate change is important / unimportant

Respondents were asked to explain the reason why they rated the importance of climate change at the level they did. The results in the following table are broken down into those respondents who rated climate change as "important" (i.e., rated importance at six or more out of 10), those who rated climate change as "neutral" (i.e., rated importance at five), and those who rated climate change as "unimportant" (i.e., less than five).



The responses received have been broadly categorised in the following table for those respondents who rated importance at more than five out of 10. Given the small number of respondents who rated climate change at less than five, these results are presented as a single set of results and have not been further broken down.

The verbatim comments received from respondents are included in Appendix One.

The percentages presented in the following table refer to the percent of the responses received rather than the percent of respondents, as respondents could provide more than one reason.

For both the random telephone and the self-selected online survey respondents, the most common reasons why respondents considered climate change to be important was the impact on future generations and the future.

There were a wide range of other reasons provided by respondents, with a general impact of climate change, bushfires, and the impact on the earth / planet prominent in the results.

It is important to note that some of the online survey respondents provided many long and complicated responses to this question, some outlining reasons why climate change is an important issue, but many also making other comments about the perceived performance and role of Council and government. Some comments were also made about this research.

Propos	Rand	dom	On	line
Response	Number	Percent	Number	Percent
nportant (rating more than 5)	190	80.2%	263	73.1%
Impact on future / future generations	54	22.8%	87	24.2%
General impact	29	12.2%	17	4.7%
Bushfire	23	9.7%	18	5.0%
Impact on earth / planet	18	7.6%	46	12.8%
Impact on the world / community	16	6.8%	23	6.4%
Impact on environment	15	6.3%	11	3.1%
Hot / extreme weather	14	5.9%	21	5.8%
Weather / dimate changes	6	2.5%	29	8.1%
Reduced rainfall / drought	5	2.1%	0	0.0%
Economic impact	4	1.7%	2	0.6%
Impact by humans	3	1.3%	9	2.5%
Impact on energy supply / usage	2	0.8%	0	0.0%
Impact on water supply / usage	1	0.4%	0	0.0%
Other	27	11.4%	46	12.8%
Neutral (rating at 5)	9	3.8%	13	3.6%
Jnimportant (rating less than 5)	11	4.6%	38	10.6%
otal responses	237	100%	360	100%
				Page 2
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The reasons why climate change is important / unimportant Nillumbik Shire Council - 2020 Climate Action Plan Survey (Number and percent of total respondents)

The causes of climate change

Respondents were asked:

"Do you believe that climate change is?"

The overwhelming majority of both the random telephone (92.3%) and self-selecting online survey (91.2%) respondents believed that climate change was at least partly due to human activity.

The self-selecting online survey respondents were, however, significantly more likely to believe that climate change was entirely or mainly due to human activity than were the random telephone survey respondents (76.6% compared to 57.3%).

The causes of climate change Nillumbik Shire Council - 2020 Climate Action Plan Survey

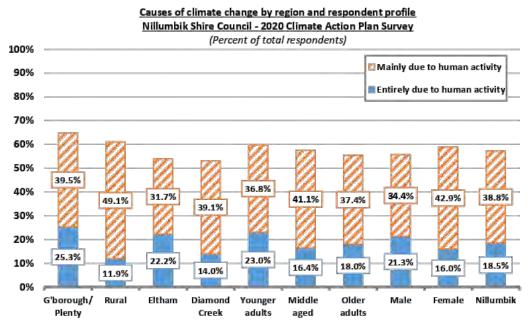
(Number and percent of total respondents)

_	Ran	dom	Online	
Response	Number	Percent	Number	Percent
			· · · · · · · · · · · · · · · · · · ·	
Entirely due to human activity	74	18.5%	110	27.7%
Mainly due to human activity	155	38.8%	194	48.9%
Partly human and partly natural processes	140	35.0%	58	14.6%
Mainly due to natural processes	14	3.5%	15	3.8%
Entirely due to natural processes	5	1.3%	9	2.3%
There is no such thing as climate change		0.3%	3	0.8%
Don't know / can't say	11	2.8%	8	2.0%
Total	400	100%	397	100%

There was no statistically significant variation in the random telephone survey results observed across the four precincts comprising the Nillumbik Shire or by respondent profile, although attention is drawn to the following:

- Greensborough / Plenty respondents were somewhat more likely to believe that climate change was entirely due to human activity than the municipal average.
- Rural precinct respondents were notably more likely than the municipal average to believe
 climate change was mainly due and less likely to believe it to be entirely due to human activity.
- Younger adults (aged 18 to 34 years) respondents were somewhat more likely than other respondents to believe that climate change was entirely due to human activity.
- Gender male respondents were somewhat more likely than female respondents to consider than climate change was entirely due to human activity, whilst female respondents were measurably more likely to consider it to be mainly due to human activity.





The following table outlines the complete set of results for this question by precinct and by respondent profile.

<u>The causes of climate change by region and respondent profile</u> <u>Nillum bik Shire Council - 2020 Climate Action Plan Survey</u> (Number and percent of total respondents)

Response	G'borough/ Plenty	Diamond Creek	Eltham	Rural	Nillumbik
Entirely due to human activity	25.3%	14.0%	22.2%	11.9%	18.5%
Mainly due to human activity	39.5%	39.1%	31.7%	49.1%	38.8%
Partly human and partly natural processes	28.4%	39.1%	40.3%	28.1%	35.0%
Mainly due to natural processes	2.9%	2.1%	1.2%	8.1%	3.5%
Entirely due to natural processes	2.0%	1.7%	1.1%	1.0%	1.3%
There is no such thing as climate change	0.0%	0.0%	0.4%	0.0%	0.3%
Don't know / can't say	1.9%	4.0%	3.0%	1.8%	2.8%
Total	67	76	159	99	400
Response	Younger adults	Middle- aged	Older adults	Male	Female
Entirely due to human activity	23.0%	16.4%	18.0%	21.3%	16.0%
Mainly due to human activity	36.8%	41.1%	37.4%	34.4%	42.9%
Partly human and partly natural processes	28.1%	38.6%	36.1%	36.9%	33.3%
Mainly due to natural processes	6.8%	0.6%	4.0%	4.4%	2.4%
Entirely due to natural processes	0.0%	1.8%	1.8%	1.6%	1.1%
There is no such thing as climate change	0.0%	0.0%	0.4%	0.3%	0.0%
Don't know / can't say	5.3%	1.5%	2.2%	1.1%	4.3%
Total	98	156	146	196	204
				Pa	age 23 of 1
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Concern about and impacts of climate change

Concern about climate change

Respondents were asked:

"Now having considered climate change in more detail, how concerned are you about climate change?"

More than three-quarters of the random telephone (79.3%) and self-selecting online survey (82.3%) respondents were at least "quite concerned" about climate change.

It is noted, however, that the online survey respondents were measurably and significantly more likely than the random telephone survey respondents to be "very concerned" about climate change.

Concern about dimate change	
Nillumbik Shire Council - 2020 Climate Action Plan Surve	ey 🛛
Number and percent of respondents providing a response	ام

(Number and percent of respondents providing a response,

		/			
Boonanca	Random		Online		
Response	Number	Number Percent		Percent	
	1111				
Very concerned	177	45.7%	284	72.8%	
Quite concerned	130	33.6%	37	9.5%	
Slightly concerned	43	11.1%	18	4.6%	
Not very concerned	23	5.9%	20	5.1%	
Not concerned at all	14	3.6%	31	7.9%	
Can'tsay	13		7		
Total	400	100%	397	100%	

The following graphs provide the average level of concern about climate change, on a scale from zero (not concerned at all) to 10 (very concerned).

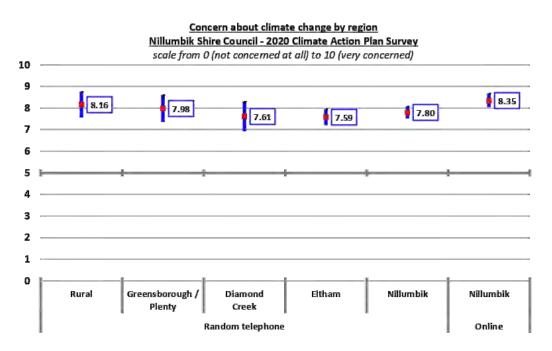
Consistent with the raw results outlined in the above table, it is noted that the self-selecting online survey respondents rated their concern about climate change measurably higher than the random sample telephone survey respondents (8.35 compared to 7.80).

There was no statistically significant variation in the average concern about the issue of climate change observed in the random telephone survey results between respondents from the four precincts.

It is noted, however, that the Rural precinct respondents rated their concern about climate change somewhat higher than respondents from Diamond Creek and Eltham precinct respondents.

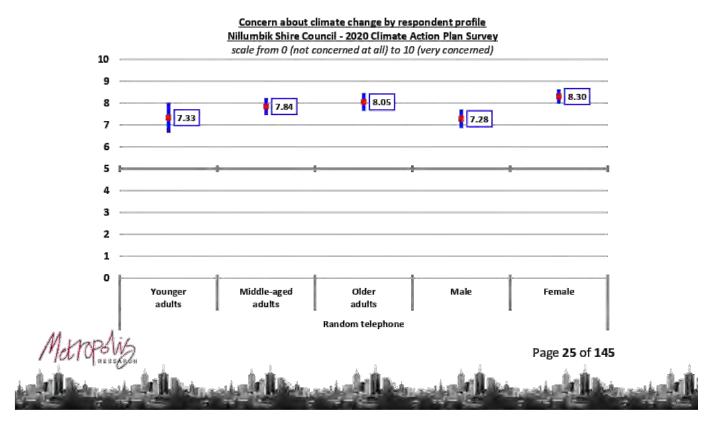






There was some variation in the average concern about climate change observed by respondent profile, as follows:

- Age structure the average concern with climate change increased with the respondents' age, although this increase was not statistically significant.
- Gender female respondents rated their concern about climate change measurably and significantly higher than male respondents.



Impacted by climate change

Respondents were asked:

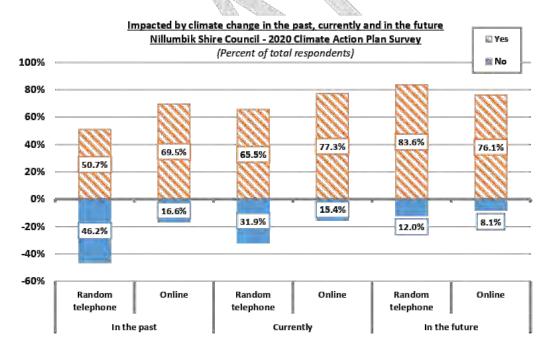
"Do you believe you have been impacted by climate change?"

Most of the respondents to both the random telephone and self-selecting online surveys believe that they had been, were currently, or will be in the future, impacted by climate change.

The proportion of the random telephone survey respondents who felt impacted by climate change increased from half (50.7%) for being impacted in the past, to two-thirds (65.5%) for currently being impacted, to more than four-fifths (83.6%) believing they will be impacted in the future.

The online survey respondents were more likely to consider they had been impacted in the past (69.5%) and were being currently impacted (77.3%) but were slightly less likely to believe they would be impacted in the future (76.1%).

These results clearly indicate that a significant majority of respondents across the Nillumbik Shire believe that climate change has, is, and will continue to impact them personally.

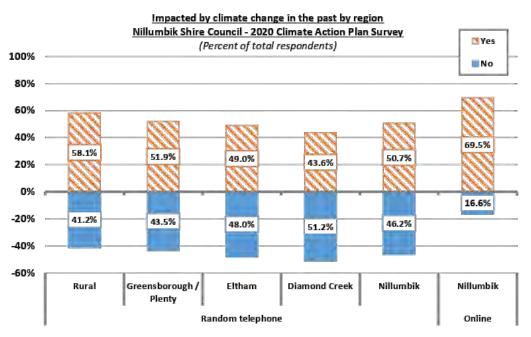


The following section provides a breakdown of the random telephone survey results by precinct and by respondent profile

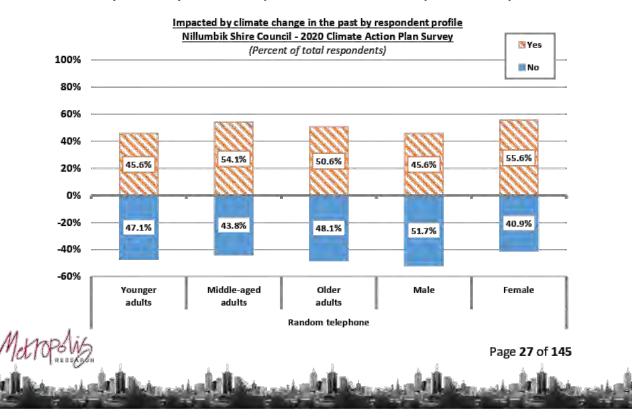


Impacted by climate change in the past

Whilst there was no measurable variation in the random telephone survey results, it is noted that respondents from the Rural precinct (58.1%) were somewhat more likely to be believe they had been impacted in the past, whilst those from Diamond Creek (43.6%) were less likely.

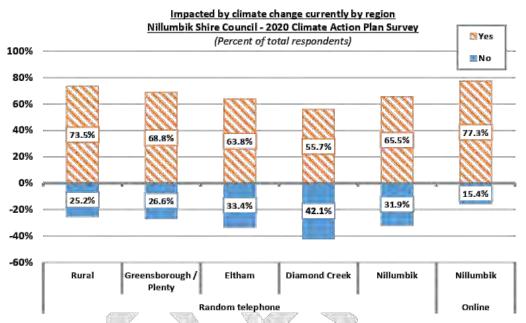


Younger respondents (aged 18 to 34 years) were less likely to believe they had been impacted by climate change in the past than other respondents, and female respondents were measurably more likely than male respondents to believe that they have been impacted.

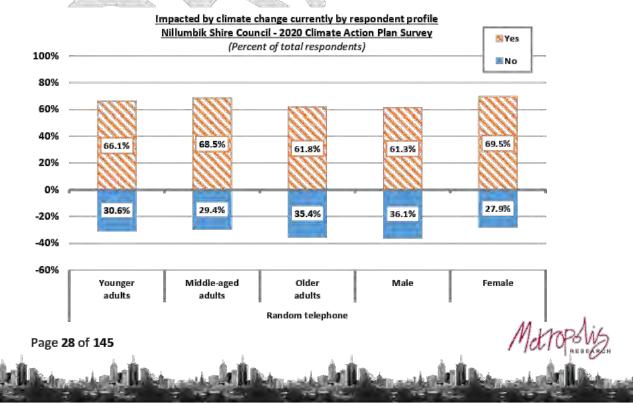


Currently impacted by climate change

There was measurable variation in the random telephone survey results observed by precinct, with respondents from the Rural precinct (73.5%) measurably more likely to be believe they were currently being impacted by climate change, whilst respondents from Diamond Creek (55.7%) were measurably less likely.

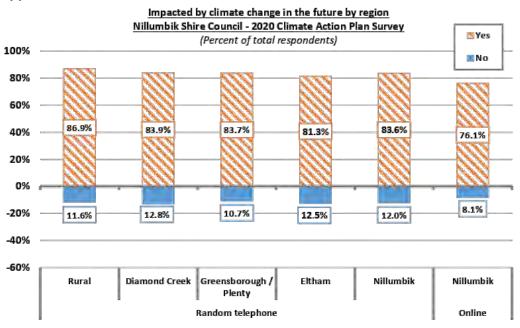


Whilst there was no measurable variation in the random telephone survey results observed by respondents' age structure, it is noted that female respondents were measurably more likely than male respondents to believe they were currently being impacted.

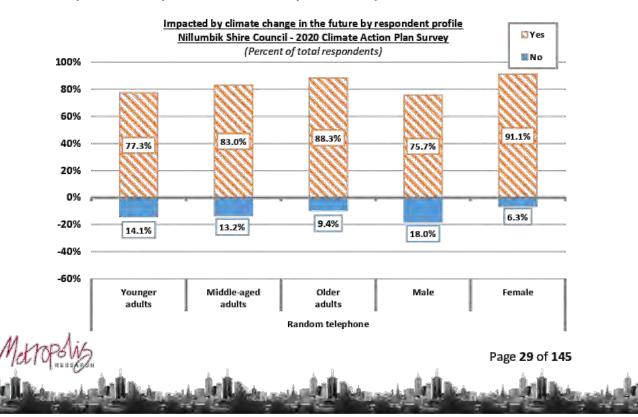


Impacted by climate change in the future

There was no measurable variation in the random telephone survey results, in the proportion of respondents who believe they will be impacted by climate change in the future, observed by precinct.



Whilst there was no measurable variation in the random telephone survey results observed by respondents' age structure, it is noted that female respondents were measurably more likely than male respondents to believe they would be impacted in the future.



Ways of being impacted by climate change

Respondents were asked:

"In what ways, if any, do you believe that you or your household have been directly impacted by climate change?"

Respondents were asked to nominate in ways in which they believe that they or their household had been directly impacted by climate change.

A little less than half (44.3%) of the random telephone survey respondents nominated at least one way in which they believe they or their household had been directly impacted by climate change. These respondents nominated approximately 1.5 ways each.

The self-selected online survey respondents, however, were significantly more likely to believe that they or their household had been directly impacted by climate change, with 83.4% of the online survey respondents nominating an average of three ways each.

The difference in these two sets of results is significant, as it highlights the difference between how the underlying Nillumbik community believes that it is being directly impacted by climate change, compared to the sub-set of the Nillumbik community who felt sufficiently engaged with the issue of climate change to motivate themselves to take the steps necessary to participate in the voluntary online survey.

The most nominated way in which the random telephone survey respondents believe that they and their household have been directly impacted by climate change was related to bushfires, with more than one-fifth (22.0%) of the total random telephone survey respondents nominating this issue.

The other issues nominated by a significant number of random telephone survey respondents related to hot weather / heat waves (9.5%), changes in weather patterns (8.8%), and extreme weather (6.0%). These issues are all related and focus on the weather impacts of climate change on the community.

A small number of random telephone survey respondents nominated a range of other impacts they believe that climate change has had on them and their household.

A significantly different picture is observed in the results of the self-selected online survey respondents. These respondents were almost twice as likely to believe that they had been directly impacted by climate change (83.4% compared to 44.3%), and the issues they nominated were different as well.

The most nominated impacts of climate change by the self-selected online survey respondents were bushfires (49.9%), hot weather / heat waves (32.0%), impacts on the environment / wildlife (29.2%), impacts on physical and / or mental health (20.9%), extreme weather (20.7%).



Metropolis Research draws particular attention to the fact that some of the impacts of climate change that the online survey respondents nominated were impacts that are unlikely to have directly impacted the respondent or their household. A good example of this is impacts on the environment / wildlife, which whilst they could clearly be impacts of climate change, are less likely to be directly felt by respondents. This is also true in relation to bushfires, as relatively few Nillumbik community residents will have been directly impacted by a bushfire on their property, although they may have been impacted in other ways, such as insurance costs, disruption to lifestyle, impacts on family and friends.

Reading in detail the open-ended responses received by the online survey respondents shows that some of these respondents took this question as an opportunity to outline the many ways in which they felt that climate change was a problem that needed addressing, or discussing global issues, rather than focusing on the actual question which focused on the direct personal impacts of climate change on members of the Nillumbik community.

Ways of being impacted by climate change directly Nillumbik Shire Council - 2020 Climate Action Plan Survey

(Number and percent of total respondents)

Perponse	Ran	dom	On	line
Response	Number	Percent	Number	Percent
Bushfires	88	22.0%	198	49.9%
Hot weather / heat waves	38	9.5%	127	32.0%
Change in weather patterns	35	8.8%	40	10.1%
Extreme weather	24	6.0%	82	20.7%
Drought / Iow rainfall	12	3.0%	50	12.6%
Water levels / supply / usage	11	2.8%	29	7.3%
More floods / storms	10	2.5%	25	6.3%
Higher utility costs / electricity use	10	2.5%	40	10.1%
Impact on environment / wildlife	9	2.3%	116	29.2%
Food shortage	7	1.8%	18	4.5%
Higher cost of living	5	1.3%	44	11.1%
Pollution / air quality	5	1.3%	28	7.1%
Global warming	4	1.0%	9	2.3%
Garbage disposal	3	0.8%	5	1.3%
Impact on physical / mental health	3	0.8%	83	20.9%
Impact on lifestyle	3	0.8%	22	5.5%
Future of children	2	0.5%	12	3.0%
Impact of government policy	2	0.5%	16	4.0%
High impact	1	0.3%	2	0.5%
Land productivity	1	0.3%	14	3.5%
Property damage	1	0.3%	3	0.8%
Rise in sea level	1	0.3%	7	1.8%
Overreaction to climate change	0	0.0%	8	2.0%
Power supply / interruptions	0	0.0%	5	1.3%
Other	5	1.3%	39	9.8%
Total responses	2	80	1,0)22
Respondents identifying at least one way		77		31
	(44.	3%)	(83.	.4%)
				Page 3
	A		A B	

There was relatively little significant variation in these results observed across the four precincts comprising the Nillumbik Shire, as follows:

 Diamond Creek – respondents were somewhat more likely than average to believe they have been impacted by climate change by bushfires and extreme weather.

Response	Gʻborough/ Plenty	Diamond Creek	Eltham	Rural	Nillumbik
Bushfires	20.9%	30.3%	18.2%	22.2%	22.0%
Hot weather / heat waves	13.4%	5.3%	10.7%	8.1%	9.5%
Change in weather patterns	7.5%	5.3%	10.1%	10.1%	8.8%
Extreme weather	3.0%	11.8%	1.9%	11.1%	6.0%
Drought / low rainfall	6.0%	3.9%	1.9%	1.0%	3.0%
Water levels / supply / usage	0.0%	1.3%	5.7%	1.0%	2.8%
More floods / storms	1.5%	3.9%	1.3%	4.0%	2.5%
Higher utility costs / electricity use	3.0%	3.9%	3.8%	0.0%	2.5%
Impact on environment / wildlife	3.0%	9.2%	0.0%	1.0%	2.3%
Food shortage	0.0%	0.0%	1.9%	4.0%	1.8%
Higher cost of living	1.5%	2.6%	0.6%	0.0%	1.3%
Pollution / air quality	3.0%	0.0%	0.0%	3.0%	1.3%
Global warming	0.0%	0.0%	2.5%	0.0%	1.0%
Garbage disposal	1.5%	2.6%	0.0%	1.0%	0.8%
Impact on physical / mental health	0.0%	1.3%	1.3%	0.0%	0.8%
Lifestyle	1.5%	0.0%	1.3%	0.0%	0.8%
Future generation	0.0%	0.0%	1.3%	0.0%	0.5%
mpact of government policy	0.0%	1.3%	0.6%	1.0%	0.5%
High impact	0.0%	0.0%	0.6%	0.0%	0.3%
Land productivity	0.0%	1.3%	0.0%	0.0%	0.3%
Property damage	1.5%	0.0%	0.0%	1.0%	0.3%
Rise in sea level	0.0%	0.0%	0.6%	0.0%	0.3%
Overreaction to climate change	0.0%	0.0%	0.0%	0.0%	0.0%
Power supply / interruptions	0.0%	0.0%	0.0%	0.0%	0.0%
Other	0.0%	0.0%	2.5%	1.0%	1.3%
Total responses	44	61	105	68	280
	26	40	72	39	177
Respondents identifying at least one way	(38.5%)	(52.7%)	(45.2%)	(40.1%)	(44.3%)

Ways of being impacted by climate change directly by region Nillumbik Shire Council - 2020 Climate Action Plan Survey (random telephone)



There was somewhat more variation in these results observed by respondents' age structure and gender, as follows:

- Younger adults (aged 18 to 34 years) respondents were somewhat more likely than average to believe they have been impacted by climate change by bushfires, water levels / supply / use and food shortage.
- Middle-aged adults (aged 35 to 54 years) respondents were somewhat more likely than average to believe they had been impacted by climate change by changes in weather patterns.
- Older adults (aged 55 years and over) respondents were somewhat more likely than average to believe they had been impacted by climate change by hot weather / heat waves.
- Male respondents were somewhat more likely than female respondents to believe that they
 had been impacted by climate change by extreme weather.

Ways of being impacted by dimate change directly by respondent profile Nillumbik Shire Council - 2020 Climate Action Plan Survey (random telephone)

(Number and percent of total respondents)

Response	Younger adults	Middle-aged adults	Older adults	Male	Female 20.6%	
Bushfires	34.7%	16.7%	18.5%	23.5%		
Hot weather / heat waves	10.2%	5.1%	13.7%	11.2%	7.8%	
Change in weather patterns	5.1%	14.1%	5.5%	7.1%	10.3%	
Extreme weather	2.0%	8.3%	6.8%	8.7%	3.9%	
Drought / low rainfall	2.0%	3.8%	3.4%	2.6%	3.4%	
Water levels / supply / usage	5.1%	1.3%	2.7%	4.1%	1.5%	
Morefloods / storms	3.1%	2.6%	2.1%	3.6%	1.5%	
Higher utility costs / electricity use	4.1%	1.3%	3.4%	2.0%	3.4%	
Impact on environment / wildlife	3.1%	2.6%	0.7%	2.6%	2.0%	
Food shortage	5.1%	0.0%	0.7%	1.0%	2.5%	
Higher cost of living	0.0%	2.6%	0.7%	0.5%	1.5%	
Pollution / air quality	2.0%	1.3%	0.7%	1.0%	1.5%	
Global warming	0.0%	2.6%	0.0%	0.5%	1.0%	
Garbage di sposal	0.0%	0.6%	2.1%	1.0%	1.0%	
Impact on physical / mental health	0.0%	0.0%	2.1%	0.5%	1.0%	
Lifestyle	2.0%	0.6%	0.0%	1.0%	0.5%	
Future generation	0.0%	0.6%	0.7%	1.0%	0.5%	
Impact of government policy	0.0%	1.3%	0.7%	1.0%	0.0%	
High impact	0.0%	0.6%	0.0%	0.5%	0.0%	
Land productivity	0.0%	0.0%	0.7%	0.0%	0.5%	
Property damage	0.0%	0.0%	0.7%	0.0%	0.5%	
Rise in sea level	0.0%	0.0%	0.7%	0.5%	0.0%	
Overreaction to climate change	0.0%	0.0%	0.0%	0.0%	0.0%	
Power supply / interruptions	0.0%	0.0%	0.0%	0.0%	0.0%	
Other	0.0%	0.6%	2.7%	1.0%	1.5%	
Total responses	77	102	100	144	134	
Respondents identifying at least one way	43 (43.8%)	67 (42.9%)	67 {46.0%}	85 (43.6%)	92 (44.9%)	

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Concern about the effects of climate change

Respondents were asked:

"On a scale of zero (very unconcerned) to ten (very concerned), how concerned are you with the following effects of climate change on the local environment, your work, home, and community?"

Respondents were asked to rate their level of concern with 13 effects of climate change on the local environment, their work, home, and community.

In summary, the random sample telephone survey respondents rated their concern about the 13 effects of climate change as follows:

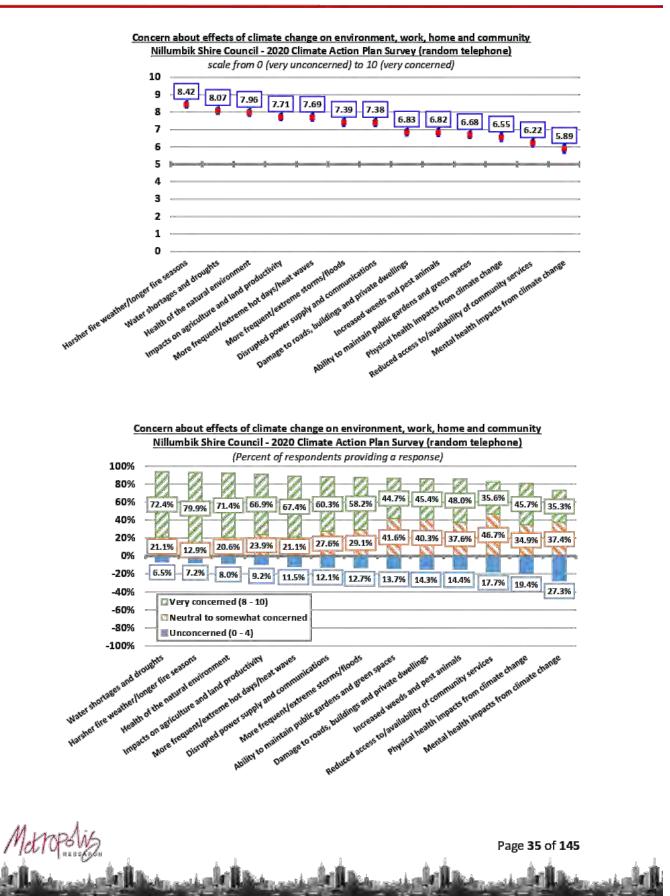
- Extremely Concerned about harsher fire weather and longer fire seasons, water shortages and droughts, and the health of the natural environment. Approximately three-quarters of respondents were "very concerned" with these effects, whilst less than 10% were unconcerned.
- Very Concerned about impacts on agriculture and land productivity, more frequent / extreme hot days / heat waves, more frequent / extreme storms / floods, and disrupted power supply and communications. Up to approximately two-thirds of respondents were "very concerned" with these effects, whilst approximately 10% were unconcerned.
- Moderately Concerned about damage to roads, buildings and private dwellings, increased weed and pest animals, the ability to maintain public gardens and green spaces, physical health impacts of climate change, and reduced access to / availability of community services. Between a third and less than half of the respondents were "very concerned" about these effects, whilst approximately one-sixth were unconcerned.
- Mildly Concerned about the mental health impacts of climate change. Whilst one-third of
 respondents were "very concerned" about this effect, a little more than one-quarter were
 unconcerned.

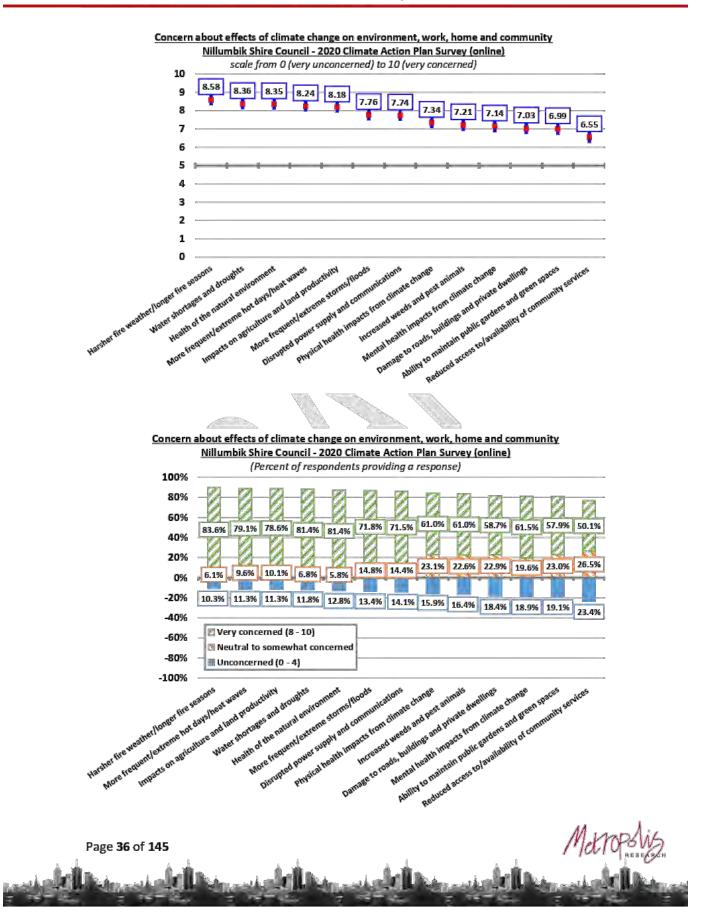
These results suggest a significant degree of concern in the Nillumbik community with the effects of climate change on a range of effects, with a particularly strong focus on fire and water security.

Whilst these results overall show a significant degree of community concern about the effects of climate change on the natural environment, agricultural land, public lands, the weather, and the build environment; there was notably less concern about the effects of climate change on the availability and access to community services, as well as the physical and (most particularly) the mental health impacts of climate change.

The results from the self-selecting online survey respondents showed a higher average degree of concern about all 13 of these effects, with a statistically significantly higher degree of concern about mental health impacts from climate change (21.2% higher), physical health impacts of climate change (12.1% higher), more frequent and extreme hot days and heat waves such as heat stress (7.2% higher), and the impacts on agriculture and land productivity (6.1% higher).









The following table provides the full results to this question for both the random telephone and online survey respondents.

Concern about the effects of climate change on the local environment, your work, home and community Nillumbik Shire Council - 2020 Climate Action Plan Survey

(Number and percent of respondents providing a response)

Statement	Survey	Unconcerned	Neutral to somewhat concerned	Very concerned	Can't say	Average mean
Harsher fire weather and longer fire seasons	Random	7.2%	12.9%	79.9%	2	8.42
	Online	10.3%	6.1%	83.6%	0	8.58
Water shortages and droughts	Random	6.5%	21.1%	72.4%	4	8.07
	Online	11.8%	6.8%	81.4%	0	8.36
Health of the natural environment (including	Random	8.0%	20.6%	71.4%	2	7.96
native plants and animals)	Online	12.8%	5.8%	81.4%	0	8.35
Impacts on agriculture and land productivity	Random	9.2%	23.9%	66.9%	7	7.71
	Online	11.3%	10.1%	78.6%	0	8.18
More frequent and extreme hot days and heat	Random	11.5%	21.1%	67.4%	1	7.69
waves (such as heat stress)	Online	11.3%	9.6%	79.1%	0	8.24
More frequent and extreme storms and floods	Random	12.7%	29.1%	58.2%	3	7.39
	Online	13.4%	14.8%	71.8%	0	7.76
Disrupted power supply and communications	Random	12.1%	27.6%	60.3%	1	7.38
during extreme weather events	Online	14.1%	14.4%	71.5%	0	7.74
Damage to roads, buildings, and private dwellings	Random	14.3%	40.3%	45.4%	3	6.83
	Online	18.4%	22.9%	58.7%	0	7.03
Increased weeds and pest animals	Random	14.4%	37.6%	48.0%	13	6.82
	Online	16.4%	22.6%	61.0%	0	7.21
Ability to maintain public gardens and green spaces	Random	13.7%	41.6%	44.7%	3	6.68
	Online	19.1%	23.0%	57.9%	0	6.99
Physical health impacts from climate change	Random	19.4%	34.9%	45.7%	2	6.55
	Online	15.9%	23.1%	61.0%	0	7.34
Reduced access to or availability of community	Random	17.7%	46.7%	35.6%	13	6.22
services (due to extreme weather events)	Online	23.4%	26.5%	50.1%	0	6.55
Mental health impacts from climate change	Random	27.3%	37.4%	35.3%	4	5.89
	Online	18.9%	19.6%	61.5%	0	7.14

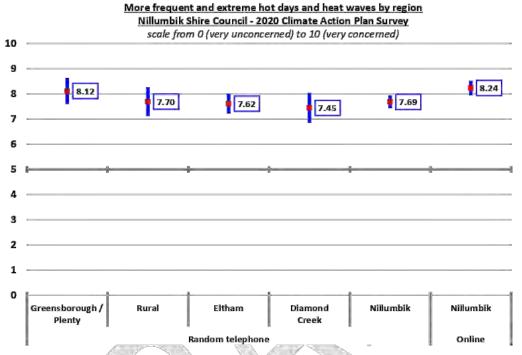
The following graphs provide a breakdown of the random telephone survey results by precinct, as well as the overall result from the self-selecting online survey respondents.

In summary, there was no statistically significant variation in the average concern about these 13 effects of climate change observed across the four precincts.

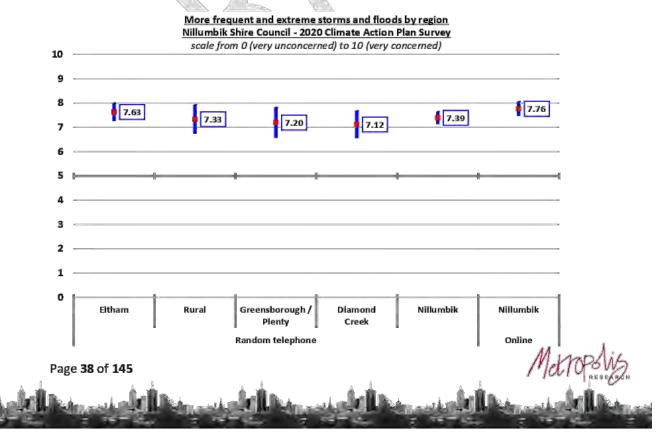
It is noted, however that respondents from Greensborough / Plenty tended to be a little more concerned with many of these aspects than the municipal average.



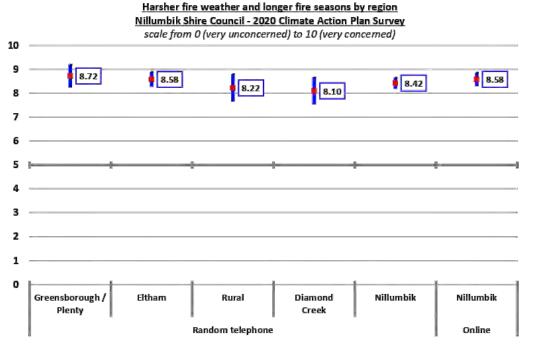
There was no statistically significant variation in average concern about "more frequent and extreme hot days and heat waves" observed across the municipality, although it is noted that respondents from Greensborough / Plenty were somewhat more concerned than average.



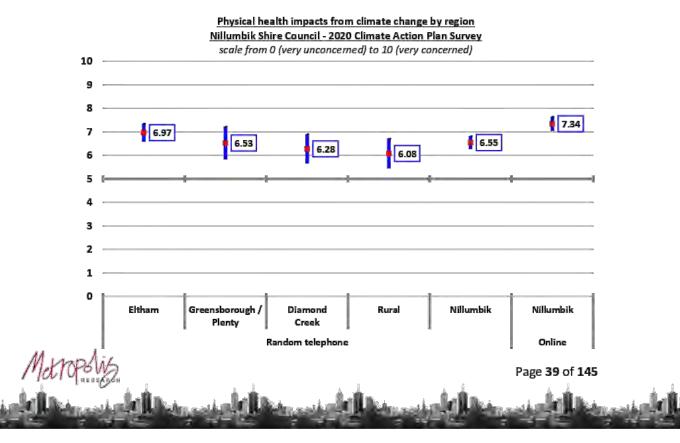
There was no statistically significant variation in average concern about "more frequent and extreme storms and floods" due to climate change observed across the municipality.



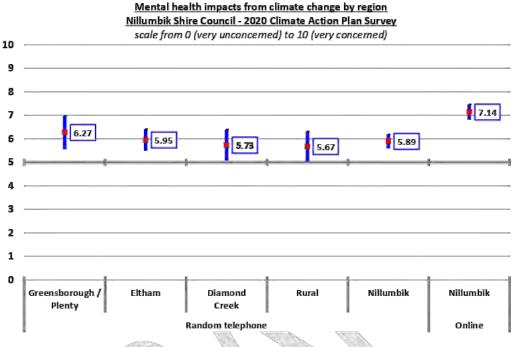
There was no statistically significant variation in average concern about "harsher fire weather and longer fire seasons" due to climate change observed across the municipality.



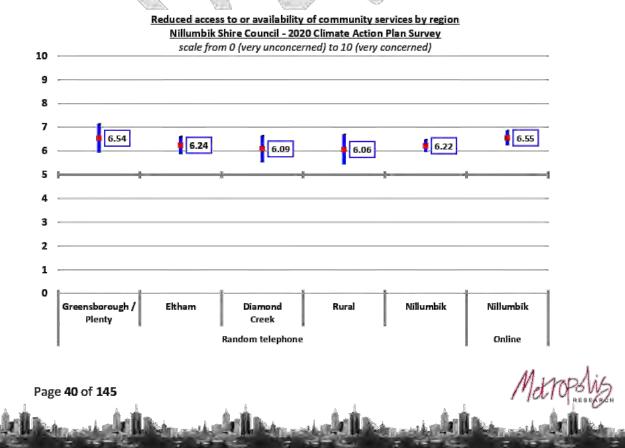
There was no statistically significant variation in average concern about "the physical health impacts of climate change" observed across the municipality, although respondents from Eltham were somewhat more concerned than respondents from other precincts.



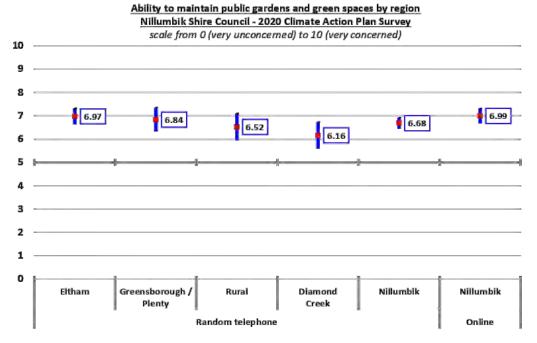
There was no statistically significant variation in average concern about "the mental health impacts of climate change" observed across the municipality.



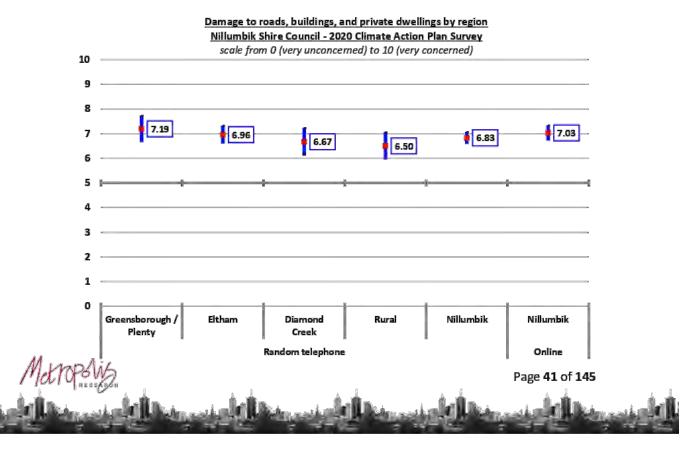
There was no statistically significant variation in average concern about "reduced access to or availability of community services" due to climate change observed across the municipality.



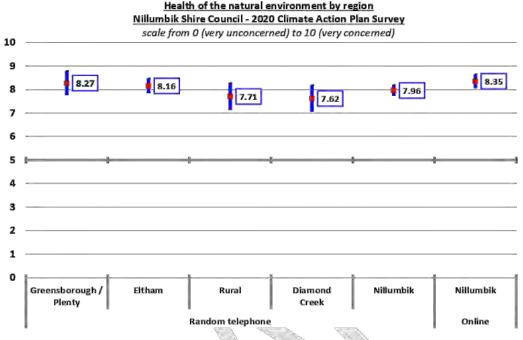
There was no statistically significant variation in average concern about "the ability to maintain public gardens and green spaces" due to climate change observed across the municipality, although respondents from Diamond Creek were somewhat less concerned than average.



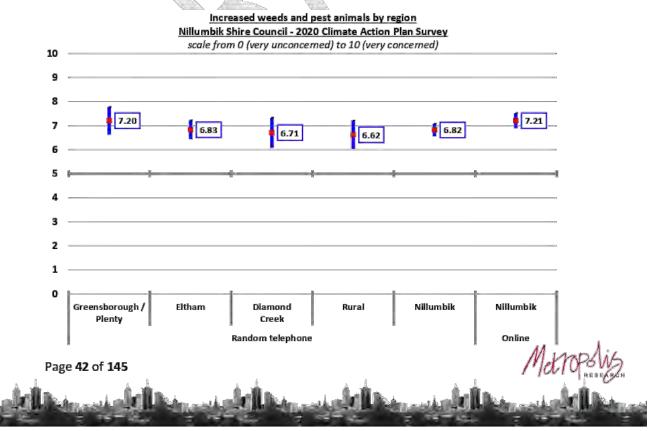
There was no statistically significant variation in average concern about "damage to roads, buildings, and private dwellings" due to climate change observed across the municipality.



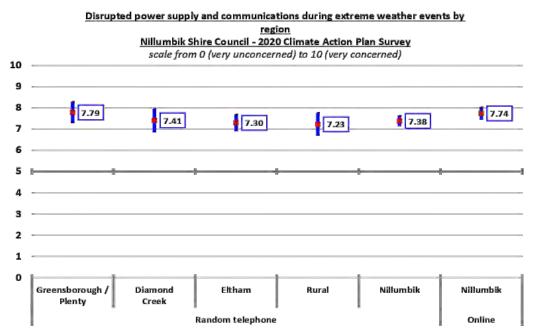
There was no statistically significant variation in average concern about "the health of the natural environment" due to climate change observed across the municipality.



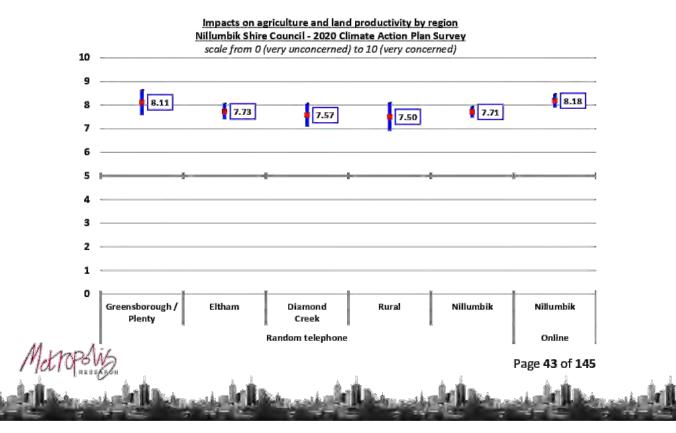
There was no statistically significant variation in average concern about "increased weeds and pest animals" due to climate change observed across the municipality, although it is noted that respondents from Greensborough / Plenty were somewhat more concerned than average.



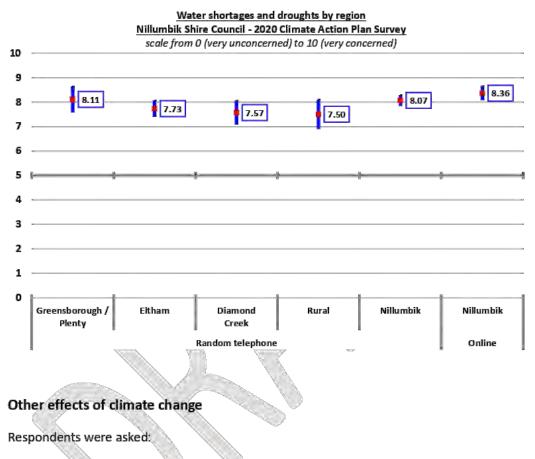
There was no statistically significant variation in average concern about "disrupted power supply and communications during extreme weather events" due to climate change observed across the municipality, although it is noted that respondents from Greensborough / Plenty were somewhat more concerned than average.



There was no statistically significant variation in average concern about the "impacts on agriculture and land productivity" due to climate change observed across the municipality, although respondents from Greensborough / Plenty were somewhat more concerned.



There was no statistically significant variation in average concern about "water shortages and drought" due to climate change observed across the municipality, although respondents from the Rural precinct were somewhat, but not measurably less concerned than the municipal average.



"Are there any other effects of dimate change that are of concern to you?"

Respondents were asked if, in addition to the effects of climate change discussed in the previous question, there were any other effects of climate change that were of concern to the respondent.

Whilst just seven percent of the random telephone survey respondents nominated at least one other effect of climate of concern to them, a little more than half (54.9%) of the selfselected online survey respondents nominated an average of more than two other effects of climate change of concern to them.

The 28 random sample telephone survey respondents nominated a wide range of other effects of climate in very small numbers, with air quality, effects on animals and marine life, economic cost, and inaction / lack of vision to counter climate change the most common responses.



The self-selected online survey respondents reported significantly different results for this question than the random telephone survey respondents, as is clear in the following table.

More than half (54.9%) of the self-selected online survey respondents nominated an average of more than two other effects of climate change of concern to them (in addition to the effects discussed in the previous question).

These online survey respondents nominated a wide range of issues, with political / social instability (11.1%), animal / marine life (11.1%), and economic cost (10.1%) the most common responses.

Metropolis Research draws attention to the fact that 12.3% of the self-selected online survey respondents nominated other issues that were not categorised. Many of these responses were unrelated to the nature of the question, were criticisms of perceived Council action or inaction, or other comments (including comments on the validity of the survey and the credibility of the research).

Other effects of climate change that are of concern to you Nillumbik Shire Council - 2020 Climate Action Plan Survey

(Number and percent of total respondents)

Response	Random		Online	
kesponse	Number	Percent	Number	Percent
Air quality	4	1.0%	4	1.0%
Animal / marine life	4	1.0%	44	11.1%
Economic cost	3	0.8%	40	10.1%
Inaction / lack of vision to counter climate change	3	0.8%	31	7.8%
Environment / eco system	2	0.5%	32	8.1%
Extreme weather	2	0.5%	30	7.6%
Future generation	2	0.5%	28	7.1%
Water availability / quality	2	0.5%	13	3.3%
Communication network	1	0.3%	3	0.8%
Deforestation	1	0.3%	7	1.8%
Human population density / migration	1	0.3%	32	8.1%
Impact on health	1	0.3%	33	8.3%
Impact on lifestyle	1	0.3%	16	4.0%
Land usage for agriculture	1	0.3%	9	2.3%
Loss of habitat	1	0.3%	9	2.3%
Political / social instability	1	0.3%	44	11.1%
Rise in ocean levels	1	0.3%	25	6.3%
Overreaction to climate change	0	0.0%	18	4.5%
Food security / production	0	0.0%	10	2.5%
Other	5	1.3%	49	12.3%
Total responses	3	6	47	77
Respondents identifying at least one effect	2 (7.0	-	21 (54.	8



Climate change targets

Respondents were asked whether Nillumbik Council should set the same, a higher, or a lower carbon neutral target for both the Nillumbik community and Council's own operations, than the Victorian State Government has set for the Victorian community and the Victorian government's own operations.

Carbon emission target for Council's own operations

Respondents were asked:

"The State Government has a commitment to make its own operations carbon neutral (i.e., net zero emissions) by 2030. What target should Nillumbik Council set for its own operations?"

The overwhelming majority of both the random telephone and self-selected online survey respondents believed that Council should set the same or a higher carbon neutral target (of net zero emissions by 2030) for its own operations as the Victorian State Government target.

It is noted that the random telephone survey respondents were more likely to prefer that Council set the same target as the Victorian State Government (70.0% compared to 46.6%), whereas the self-selected online survey respondents were less likely to prefer the same target and more likely to prefer that Council set a higher target (35.3% compared to 18.5%).

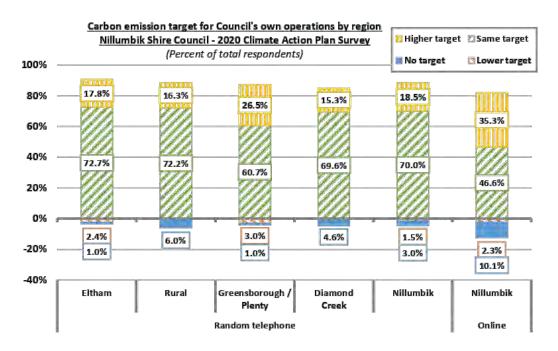
These results strongly suggest that the Nillumbik community is keen for Council to meet or exceed the carbon neutral targets for its own Council operations, as those set by the Victorian State Government for its government operations.

Nillumbik Shire Cour (Number and	n <mark>cil - 2020 Climate A</mark> d percent of total res _i		<u>urvey</u>	
	Rane	dom	Onl	ine
Response	Number	Percent	Number	Percent
A higher target	74	18.5%	140	35.3%
The same target	280	70.0%	185	46.6%
A lower target	6	1.5%	9	2.3%
No target	12	3.0%	40	10.1%
Not sure / can't say	28	7.0%	23	5.8%
Total	400	100%	397	100

There was some variation in the random telephone survey results observed across the four precincts, as follows:

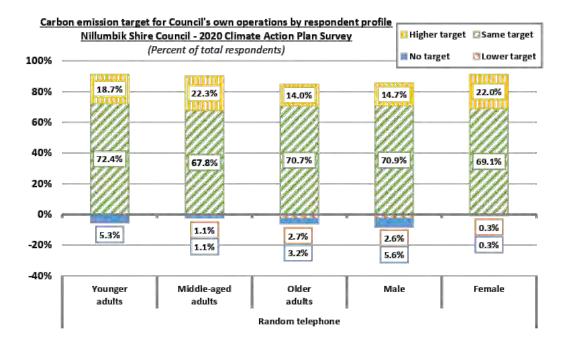
 Greensborough / Plenty – respondents were more likely than the municipal average to prefer that Council set a higher target for its own operations than the Victorian State Government.





There was no statistically significant variation in the random telephone survey results observed by the respondents' age structure, although it is noted that:

 Gender – female respondents were measurably more likely than males to prefer that Council set a higher target for its own operations than the Victorian State Government.

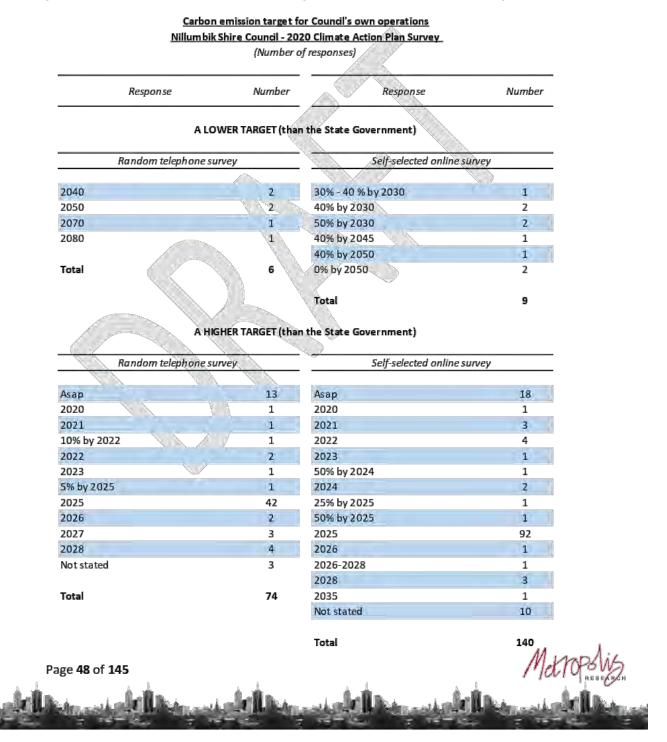




The following table outlines the responses received from respondents who preferred either a lower or a higher target for Council's own operations as the Victorian State Government has set for its own operations.

Very few respondents preferred that Council set a lower target than the state government.

For the respondents who preferred that Council set a higher than target than the state government, respondents to both the random telephone and the self-selecting online surveys preferred either than Council makes its own operations carbon neutral ASAP or by 2025.



Reasons for Council's operations not becoming carbon neutral by 2030

Respondents were asked:

"Why do you think Nillumbik Council's operations shouldn't become carbon neutral by 2030?"

The following table presents the verbatim comments received from the respondents who did not believe that Nillumbik Council's operations should become carbon neutral by 2030.

There were 17 (of the 18) random telephone survey respondents and 40 (of the 49) online survey respondents who did not believe that Council should set a target or should set a lower target than the state government provided a response to this question. Most respondents to both surveys believed that Council should set the same target or a higher target than the state government.

There were several reasons outlined by respondents, with the random telephone respondents focusing on cost and the perception that it won't make a difference or that the state government target is sufficient, and Council does not need to set a target.

Reasons for Nillumbik Council's operations not becoming carbon neutral by 2030
Nillumbik Shire Council - 2020 Climate Action Plan Survey
(Number of responses)

Response	Number	
Random telephone		
Too expensive	3	
Consistent	1	
Don't believe in carbon footprint	1	
Humans don't impact weather	1	
I don't believe local Council can do anything	1	
It is not going to make any difference to the environment	1	
Natural effects	1	
Not need for it when the State Government has it	1	
Reducing oil should be done first	1	
Spend money on recycling	1	
Technology must improve	1	
They have time	1	
They should be independent of their target. Our suburb is different to others	1	
Under source, as a rate payer I don't want to pay for it	1	
Won't make a difference	1	

Total

17

The online survey respondents tended to provide more expansive responses, as outlined in the table. These responses are more difficult to summarise given that they tend to be quite involved and specific to the views of the individual respondent.

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Online

Nata Council retrancibility / concorn	٨
Not a Council responsibility / concern	4
Because it will cost us ratepayers and make no difference	3
It's a waste of rate payers' money. Stick to basics, rubbish, roads and lowering rates	2
It's a waste of time, resources, and money	2
Almost entirely natural processes. I support reducing pollution but attempting to totally go	1
carbon neutral will be too costly with little or no effect on the climate. This will hurt ratepayers with zero real benefit	1
Because it is not possible unless council stop driving vehicles and walk everywhere and live	
in a cave. Unless China stops using electricity the world will still change	1
Because it won't change the climate. The role of local government is not to act on climate	
change; only meaningful action can be done by federal and state governments. You are	
kidding yourself if you think that the actions of a local government can contribute in any	
meaningful way in terms of the reduction of greenhouse gases. Just act responsibly, clean	1
up rubbish and look after the local environment. Declaring a climate emergency or climate	
targets is empty virtue signalling	
Because it's a pointless distraction from your job, which is to efficiently provide municipal	
services, and it will provide excuses for both failing to do that job, and failing to keep your	1
costs under control	
Because Nillumbik Council should be carved up and amalgamated into neighbouring	1
councils	*
Because the Council will use this to ram draconian restrictions on people	1
Because there is no actual proof that carbon DIOXIDE is the major cause of the actual	1
change of climate. Don't waste finances trying to change nature	-
Because we don't have sufficient power alternatives, particularly to power electric vehicles	1
I would encourage everyone to be efficient with their impacts on the environment. This has	
the added benefit of cost reductions which means much needed funds for proper	
worthwhile initiatives. Carbon neutral is just a woke term that means nothing as humans	1
can never be properly carbon neutral. The concept is ludicrous	
Carbon dioxide is an essential-for-life atmospheric gas. It is not a pollutant. Human-	
produced CO2 in such a tiny amount of atmospheric CO2, and a far tinier amount of	
greenhouse gas in the atmosphere. Becoming carbon neutral will do nothing to save the	
planet - it will only make people feel better with the illusion of doing something good. Real	1
pollution needs to come to the fore if we are really going to save the environment and	-
planet. Stop using fossil fuels and stop producing and dumping toxic materials in the	
atmosphere and waterways. Governments need to ban or heavily tax these practices,	
including the production of unbiodegradable plastics made from petrochemicals	
Council should stick to the local government only	1
Depends on cost	1
Do not get caught up in the cult of climate change. Over 80% of the world's energy still	
reliant upon fossil fuels and spending money towards it will not fix your incorrect thinking	1
that money will fit it	
Doubtful if a Council can make any difference	1
Given the small ratepayer base it is not reasonable to expect the ratepayers to bear the	
additional cost when Council inadequately maintains existing infrastructure with its current	1
funding.	
I do not want utility prices to increase. Without subsidies renewables are unaffordable	1
	-



I don't believe we can function with expensive renewable electricity and still have enough power and affordable electricity	1
I don't think they should unless it makes financial sense	1
I think they should, but I think the pressure shouldn't be as high as in the federal government	1
If it costs ratepayers money, I don't think they should	1
Nillumbik Council aim should be to minimise ALL impacts in a practical and economic way. You won't because you are virtue signalling to the socialist left	1
No need. Australian carbon emissions are so little. The benefits of carbon neutral are so little compared to the damage to economy, jobs, and people	1
Not necessary	1
Not their problem. Who's going to pay for it, our rates are the highest around, you can't get blood from a stone, we're not paying for Council do good wankers to eat muffins!	1
Requires action which would be too extreme. A more gradual transition is desirable	1
Should align to the State plan for Victoria	1
Should have already been done - and it's unrealistic. Council should give money to rate payers so that rate payers can be carbon neutral. Not top down but bottom up - surely all residents deserve tanks, free plants, free recycling, free solar and wind power? Wouldn't this benefit the planet more than just a Council building if your goals were genuine - rather than a means to get a new Eltham office? It's all talk, support your 60,000 residents rather than 59 expensive staff! You don't fix weeds, plant good useful trees, we need to drive distances because of our wonderful location. I'm not walking to shops with kids, heat of day or rain - I want to drive! Maybe increase road speeds so that driving in more efficient - doesn't that blow your mind: not marketable or trendy but would have a genuine positive effective but I imagine you just want "feel good" fixes. Cost on rate payers is already too high. Tender out Council - no carbon needed. Just have state and federal government	1
The date 2030 is a UN/ICLEI initiative that has no place in this Council. We can achieve a net zero for the Council by pursuing the solar strategy of previous Council. Regardless, given the Council's green wedge assets of bush land mitigating climate emissions we would be in credit already and acting as a sequestration area	1
This would be a disaster for standard of living. Rates, power, gas, and water bills would be UNFATHOMABLE. Transport costs, including for food, would be impossible. The World Economic Forum plans to remove the right to private property and ownership of a vehicle, along with other human rights. This is an engineered narrative to drive societal change. The climate disasters are being manufactured. There are indeed growing water shortages, due to reckless and disastrous mismanagement of our water catchments. Our elected government bodies are selling vast amounts of our water to Chinese companies. Also, our water catchments are being compromised by Vic Forests logging ecosystems that are critical to water catchments. Vic Forests, a government body, is breaking Victorian law and clearing integral forests at an alarming rate	1

Total

40



Carbon emission target for the Nillumbik community

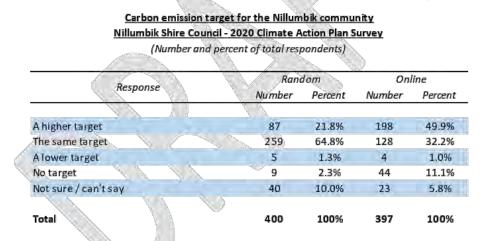
Respondents were asked:

"The State Government has a commitment for Victoria to be carbon neutral (i.e., net zero emissions) by 2050. Should Council set a target for the Nillumbik community?"

The overwhelming majority of both the random telephone and self-selected online survey respondents believed that Council should set the same or a higher carbon neutral target (of net zero emissions by 2050) for the Nillumbik community as the Victorian State Government target for the Victorian community.

It is noted that the random telephone survey respondents were more likely to prefer that Council set the same target as the Victorian State Government (64.8% compared to 32.2%), whereas the self-selected online survey respondents were less likely to prefer the same target and more likely to prefer that Council set a higher target (21.8% compared to 49.9%).

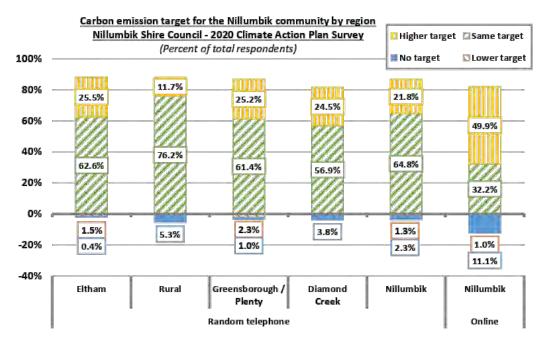
These results strongly suggest that the Nillumbik community is keen for Council to meet or exceed the carbon neutral targets for the Nillumbik community, as those set by the Victorian State Government for the Victorian community.



There was some notable variation in the random telephone survey results observed across the four precincts comprising the Nillumbik Shire, as follows:

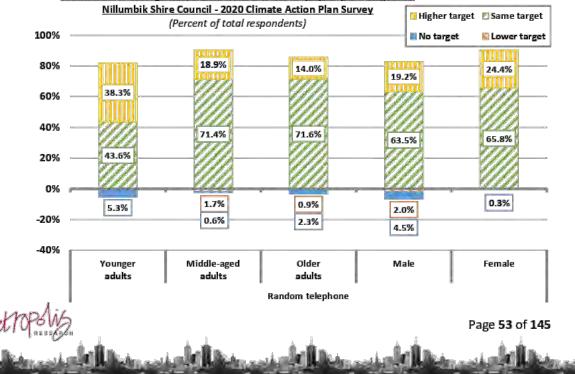
- Rural precinct respondents were less likely than the municipal average to prefer that Council set a higher target for the community than the state government, and more likely to prefer that Council set the same target.
- Diamond Creek precinct respondents were less likely than the municipal average to prefer that Council set the same target for the community than the state government, and more likely to not be sure or cannot say.





There was also some notable variation in the random telephone survey results observed by the respondents' age structure and gender, as follows:

- Age structure younger respondents (aged 18 to 34 years) were significantly more likely than
 average to prefer that Council set a higher carbon neutral target for the Nillumbik community
 than the state government, whilst older adults (aged 55 years and over) were less likely.
- Gender female respondents were somewhat more likely than males to prefer that Council set a higher carbon neutral target for the Nillumbik community than the state government.

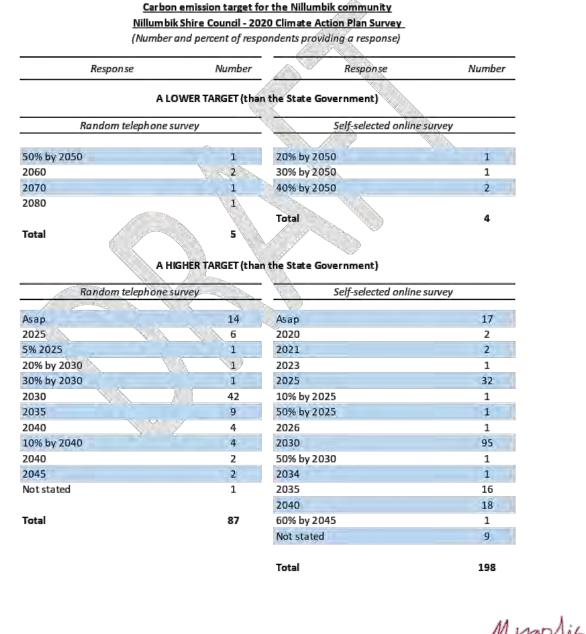


Carbon emission target for the Nillumbik community by respondent profile

The following table outlines the responses received from respondents who preferred either a lower or a higher target for the Nillumbik community than the Victorian State Government has set for the Victorian community.

Very few respondents preferred that Council set a lower target than the state government.

For the respondents who preferred that Council set a higher than target than the state government, respondents to both the random telephone and the self-selecting online surveys preferred either than Council aim to make the Nillumbik community carbon neutral ASAP, by 2025, 2030, or 2035 with 2030 the most preferred "other" target.





Reasons for the Nillumbik community not becoming carbon neutral by 2050

Respondents were asked:

"Why do you think the Nillumbik community shouldn't set a target or become carbon neutral by 2050?"

The following table presents the verbatim comments received from the respondents who did not believe that the Nillumbik community should become carbon neutral by 2030.

There were 13 (of the 14) random telephone survey respondents and 36 (of the 48) online survey respondents who did not believe that Council should set a target or should set a lower target than the state government provided a response to this question. Most respondents to both surveys believed that Council should set the same target or a higher target than the state government.

There were several reasons outlined by respondents, with the random telephone respondents focusing on cost and the perception that it won't make a difference or that it is not practical for the community to become carbon neutral.

<u>Reasons for Nillumbik community not setting a target or becoming carbon neutral by 2050</u> <u>Nillumbik Shire Council - 2020 Climate Action Plan Survey</u> (Number of responses)

Response	Number
Random telephone	
Too expensive	4
Have time	1
Humans don't impact weather	1
It's a national step and the Shire should not step in	1
Its duplicated	1
Natural effects	1
Not going to make any difference to the environment	1
Not possible	1
Not practical	1
When the times technology becomes cheaper	1

Total

The online survey respondents tended to provide more expansive responses, as outlined in the table. These responses are more difficult to summarise given that they tend to be quite involved and specific to the views of the individual respondent. Some respondents believe that the cost would be too much or is a waste of money, and some believe that climate change is not real.

13

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Online

After a Property construction for the second	4
Not a Council responsibility / concern	4
Wasted of rate payer's money	4
Because it will cost ratepayers more money	2
Again, not your primary business, stick to bins and roads and get that right first	1
Because I don't believe all the UN hype about climate change and you bleed people of their finances with renewables, all of which have a short life span and become rubbish that will pollute our land and causes pollution to build	1
Because it will cost me in higher rates which I cannot afford as I am a low-income pensioner	1
Because it will only cost us rate payers money and achieve little	1
Because the State and Federal governments already have targets, and additional levels of bureaucratic oversight will distract the municipality from its key deliverables	1
Carbon dioxide is an essential-for-life atmospheric gas. It is not a pollutant. Human- produced CO2 is such a tiny amount of atmospheric CO2, and a far tinier amount of greenhouse gas in the atmosphere. Becoming carbon neutral will do nothing to save the planet - it will only make people feel better with the illusion of doing something good. Real pollution needs to come to the fore if we are really going to save the environment and planet. Stop using fossil fuels and stop producing and dumping toxic materials in the atmosphere and waterways. Governments need to ban or heavily tax these practices, including the production of unbiodegradable plastics made from petrochemicals	1
Council should focus on roads, parks, and infrastructure. They are not the platform to drive this sort of change on an ad hoc basis that lacks consistency across Victoria. Stick to what you know best	1
Council to lobby China to stop using electricity	1
Far too far ahead to bother planning for a virtue signalling target	1
I think a common-sense approach is much more useful than some arbitrary figure. Change some laws to protect the environment, cut back development and population growth and the consumer mentality. Larger houses use more resources	1
If it makes financial sense to do so, then do so. The contribution to any global climate change by this community, as opposed to our input credits by the fact of where we live and environmental is totally inconsequential	1
It is a State matter	1
It is not Council's job to drive this. Councils role is to run roads, rubbish; parks and infrastructure	1
It's a fad. See above and stick to rubbish, road and reducing rate costs	1
It's all hot fluff and not genuine. Make roads efficient to drive on, that would reduce carbon, reduce ridiculous import packaging, make home designs keep internal temperatures no lower than 16 and no higher than 25 degrees without heaters and air con. Maybe don't have heating and cooling in the Council offices - just like working at government school. We can do it, so can you. It's a nice idea but it will be twisted to wastefully knock down a building and start a new one. Make builders use 59% of the house they knock down in the new buildings that replace old. Your polices will be pathetic because money always wins	1
lt's not true	1
It's not what anyone thinks. It's about science and fact, not opinion. If the technology and infrastructure can be available to do so by then, I would welcome it. If it means sending us back to the Stone Age, then no	1



Minimal impact to climate at huge cost	1
Nillumbik Council can't even provide services at a fair and reasonable rate. Becoming carbon neutral by 2050 will just increase costs to rate payers beyond the extraordinary rates they are now. I have a similarly valued asset in another Council and I pay half in rates than what I do in Nillumbik	1
Nillumbik Council does not have the legal levers that State and Federal governments must achieve such a result and would be indulging in hot-air grandstanding	1
Nillumbik should not set a target as climate change is not a local issue, it is a global issue	1
Not enough benefits of carbon neutral to outweigh the costs. Think economy, jobs, lives of people	1
See above, only more so as the impact on the State will destroy it !!	1
Stick to bin collection, roads, local facilities. Nillumbik already has one of the highest rates in Victoria and shouldn't be wasting time and money on other areas	1
The date 2050 is a UN/ICLEI initiative that has no place in this Council. We can achieve a net zero for the Council by pursuing the solar strategy of previous Council. Regardless given the Council's green wedge assets of bush land mitigating climate emissions we would be in credit already and acting as a sequestration area	1
We don't need a target	1

Total

36



Council's response to climate change

Priorities for Council's focus and resources

Respondents were asked:

"On a scale of zero (very low priority) to ten (very high priority), to what extent do you believe that Council should focus on and resource?"

Respondents were asked to rate the priority of Council focusing on and resourcing either "adapting to the consequences of climate change" or "mitigating (reducing) the causes of climate change".

Respondents to both surveys, on average, rated the priority of both these actions at high priorities of more than seven out of 10.

It is noted that the random telephone survey respondents did not significantly prioritise either adapting or mitigating, with both reporting average priority scores of approximately 7.5 out of a potential 10. This result suggests that the underlying community view both adapting and mitigating as important priorities for Council action.

That said, is noted that the slightly more random telephone survey respondents gave a high priority rating (eight or more out of 10) to adapting to the consequences of climate change, with 65.0% giving a high priority to adapting and 60.0% to mitigating.

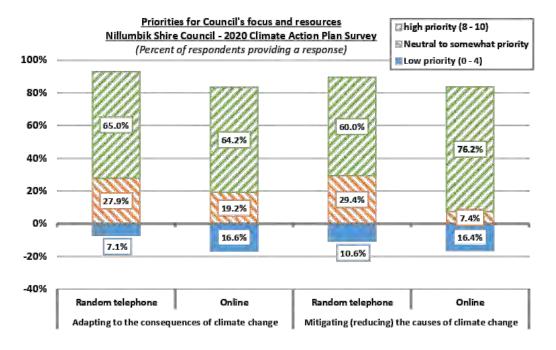
The self-selected online survey respondents, however, did somewhat prioritise mitigating the causes of climate change over adapting to the consequences of climate change.



The following graph provides a breakdown of these results into the proportion of respondents who rated the priority as "high priority" (i.e., rated the priority at eight or more out of 10), those who rated a "neutral to somewhat a priority" (rated the priority at between five and seven), and those who rated a "low priority" (rated the priority at less than five out of 10).

It is noted that the random telephone survey respondents were marginally more likely to prioritise adapting to the consequences of climate change over mitigating the causes of climate change.

The self-selected online survey respondents, however, were measurably more likely to prioritise mitigating the causes of climate change over adapting to the consequences of climate change.



The following graphs display the average priority of adapting to the consequences of and mitigating the causes of climate change for the random telephone survey respondents in each of the four precincts comprising the Nillumbik Shire.

There was no statistically significant variation in the random telephone survey results in terms of both adapting to the consequences of climate change and mitigating the causes of climate change observed across municipality.



Mitigating (reducing) the causes of climate change by region Nillumbik Shire Council - 2020 Climate Action Plan Survey scale from 0 (very low priority) to 10 (very high prority) 10 9 7.98 8 7.70 7.51 7.45 7.37 7.34 7 6 5 4 3 2 1 0 Greensborough / Nillumbik Nillumbik Rural Diamond Eltham Plenty Creek Random telephone Online Adapting to the consequences of climate change by region Nillumbik Shire Council - 2020 Climate Action Plan Survey scale from 0 (very low priority) to 10 (very high prority) 10 -9 8 7.86 7.83 7.66 7.48 7.34 7.36 7 6 3 2 1 0 Greensborough / Fitham Nillumbik Nillumbik Rural Diamond Plenty Creek Random telephone Online

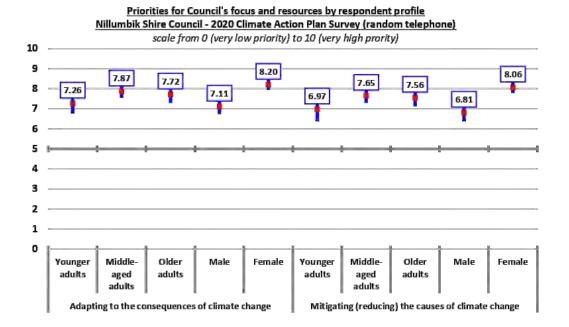
Nillumbik Shire Council - 2020 Climate Action Plan Survey

There was also no statistically significant variation in the random telephone survey results for the priority of adapting to the consequences of and mitigating the causes of climate change observed by respondents' age structure.

There was, however, measurable variation in these results observed by gender, with female respondents rating the priority of both adapting to the consequences of and mitigating the causes of climate change measurably and significantly higher than male respondents.



Both male and female respondents, however, rated the priority of adapting and mitigating at similar levels, suggesting that they believe both to be equally a priority.



Role of climate change issue in Council decision making

Respondents were asked:

"Do you believe that climate change should be?"

Respondents were asked if they believed that the issue of climate change should be "the primary consideration", "a consideration", or "not be a consideration" for all Council decisions.

More than half (54.8%) of the random telephone survey respondents believed that climate change should be a consideration for all Council decisions, whilst a little more than onequarter (28.0%) believed that it should be the primary consideration.

It is noted that almost one-sixth (14.5%) of the random telephone survey respondents believed that climate change should not be a consideration for all Council decisions. This does not mean, naturally, that these respondents believed that climate change should never be a consideration for any Council decisions, as the question focused on "all" Council decisions.

These results suggest that most in the Nillumbik community believes that Council should include climate change as a factor in all Council decisions, even if it is not always the primary consideration.



<u>Council decisions about climate change issue</u> <u>Nillumbik Shire Council - 2020 Climate Action Plan Survey</u> (Number and percent of total respondents)

8	Ran	dom	On	line
Response	Number	Percent	Number	Percent
The primary consideration for all Council decisions	112	28.0%	165	41.6%
A consideration for all Council decisions	219	54.8%	160	40.3%
Not be a consideration for all Council decisions	58	14.5%	65	16.4%
Don't know / can't say	11	2.8%	7	1.8%
			~~~	4.880/
Total	400	100%	397	100%

The self-selecting online survey respondents were more likely than the random telephone survey respondents to believe that climate change should be the primary consideration for all Council decisions, with 41.6% of the online survey respondents holding this belief.

This is a significant statement, as the primary consideration for all Council decisions essentially makes climate change the critical factor in all Council decision making.

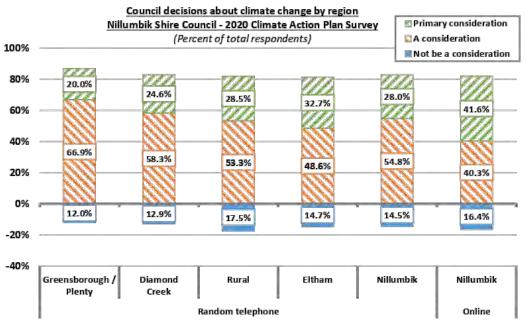
Metropolis Research does note, however, that whilst the majority of the online survey respondents believed that climate change should be at least "a consideration" for all Council decisions, approximately one-sixth (16.4%) of these respondents did not agree and believed that climate change should not be a consideration for all Council decisions.

This reinforces the fact that the results to this survey show that there is a segment in the Nillumbik community, who are engaged in the issues around climate change, but who do not believe in strong action on climate change. Some of these respondents do not believe in climate change as a man-made event, and some are concerned about the role of Council in addressing the issue of climate change.

Whilst there was no statistically significant variation in the random telephone survey results observed across the four precincts comprising the Nillumbik Shire, it is noted that:

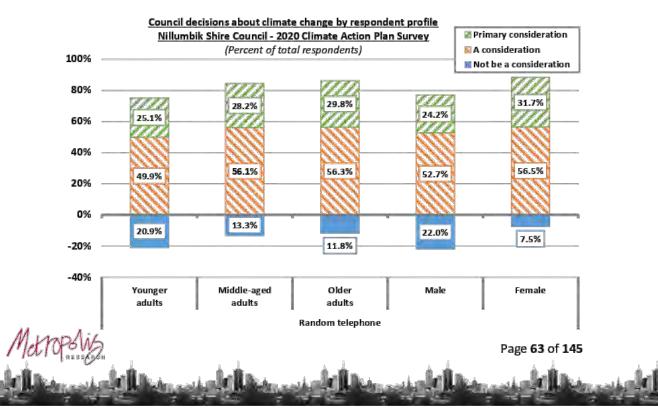
Greensborough / Plenty – respondents were somewhat less likely than average to believe
that climate change should be the primary consideration for all Council decisions.





There was some notable variation in the random telephone survey results observed by respondent profile, as follows:

- Younger adults (aged 18 to 34 years) respondents were marginally more likely than average to believe that climate change should not be a consideration for all Council decisions.
- Gender female respondents were measurably more likely than male respondents to believe
  that climate change should be the primary consideration for all Council decisions, whilst male
  respondents were more likely to believe that it should not be a consideration in all decisions.



## Willingness to pay additional rates

Respondents were asked:

#### "Would you be willing to pay additional rates to help Council achieve net zero emissions and be proactive in adapting to climate change?"

Approximately half (48.2%) of the random telephone survey respondents reported that they were prepared to pay additional rates to "help Council achieve net zero emissions and be proactive in adapting to climate change". Of these, 14.8% were willing to pay \$100 or more per year and 33.3% were willing to pay less than \$100 extra per year.

The self-selecting online survey respondents were significantly more willing, with almost twothirds (62.2%) willing to pay additional rates, with 38.5% willing to pay \$100 or more and 23.7% willing to pay less than \$100 per year.

Taken together, these two sets of results suggest that approximately half of the Nillumbik community are willing to consider some additional personal cost to them to help Council address climate change issues in the municipality. This is consistent with the results to many of the other questions included in this survey, that show that most of the community consider climate change a significant issue that has real effects on the local environment and community.

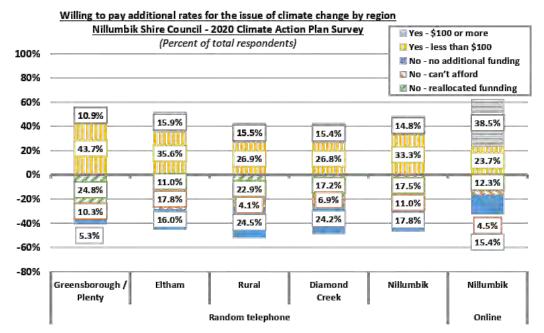
Metropolis Research notes that approximately one-sixth (17.8%) of both the random telephone and online survey (15.4%) respondents were not prepared to pay any additional rates because they believe that no additional funding was required to help Council achieve net zero emissions and be proactive in adapting to climate change.

This result is consistent with many other results outlined in this report that suggest that up to approximately one-sixth of the Nillumbik community maybe potentially sceptical of the issue of climate change as a man-made event and the role of Council in dealing with and adapting to climate change.

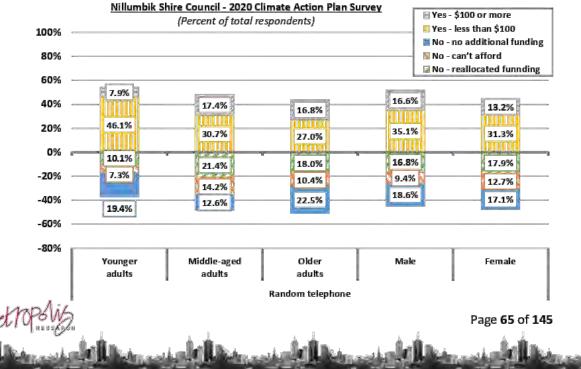
Willing to pay additional rates for the issue of climate change

Response	Random		On	line
	Number	Percent	Number	Percent
'es - \$100 or more per year	59	14.8%	153	38.5%
/es - l ess than \$100 per year	133	33.3%	94	23.7%
lo - reallocate funding from other areas	70	17.5%	49	12.3%
lo - can't afford extra rates at this time	44	11.0%	18	4.5%
lo - no additional funding required	71	17.8%	61	15.4%
Don't know / can't say	23	5.8%	22	5.5%
Total	400	100%	397	100%

There was no statistically significant variation in the random telephone survey results observed across the four precincts comprising the Nillumbik Shire, although it is noted that respondents from Greensborough / Plenty were somewhat more likely to be willing to pay less than \$100 per year, and less likely to believe that no additional funding is required.



There was no statistically significant variation in the random telephone survey results observed by respondents' age and gender, although it is noted that younger respondents (aged 18 to 34 years) were more likely than average to be prepared to pay less than \$100 per year, and less likely to be willing to pay \$100 or more per year in additional rates.



Willing to pay additional rates for the issue of climate change by respondent profile

# Priority of potential Council climate change actions

Respondents were asked:

"Council addresses climate change in a variety of ways. On a scale of zero (very low priority) to ten (very high priority), to what extent to you believe Council should prioritise the following actions?"

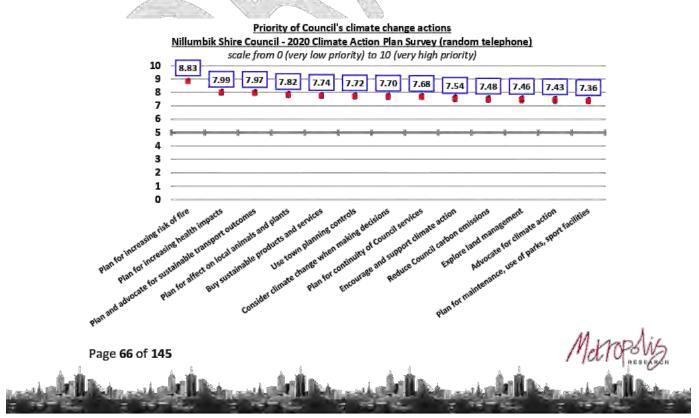
Respondents were asked to rate the priority of 13 potential Council actions to address climate change. The following graph provides the average priority of these 13 actions on a scale from zero (very low priority) to 10 (very high priority), by respondents to the random telephone survey.

It is clear from the results that the random telephone survey respondents considered "planning for the increasing risk of fire by managing bushland reserves and supporting the community to reduce the risk of bushfire" to be measurably and significantly the highest priority action that Council should take in addressing climate change, with an average priority of 8.83 out of a potential 10.

Consistent with this very high average priority for this action, 85.5% of the random telephone survey respondents rated this action as a "very high priority" (i.e., rated the priority at eight or more out of 10).

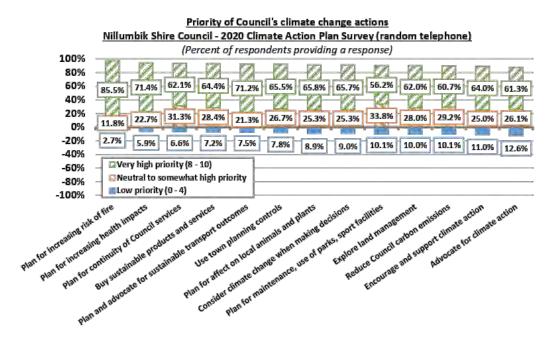
This view, that planning for the increasing risk of fire was the measurably and significantly the highest priority action, was shared by the self-selecting respondents to the online survey, who rated the priority of this action at 8.60 out of 10, with 82.0% rating it as a "very high priority".

Respondents to the random telephone survey rated the priority of each of the remaining 12 actions as a "high priority", with average priority scores of more than seven out of 10.



The following graph provides a breakdown of these results into the proportion of respondents who rated the action a "very high priority" (i.e., rated the priority at eight or more out of 10), those who rated the action a "neutral to somewhat high priority" (rated the priority at between five and seven), and those who rated the action a "low priority" (rated the priority at less than five out of 10).

Except for planning for the increasing risk of fire, approximately two-thirds of the random telephone survey respondents rated each of the remaining 12 actions to be a "very high priority" (i.e., rated it at eight or more), whilst approximately 10% rated the actions to be a "low priority" (i.e., rated it at less than five).

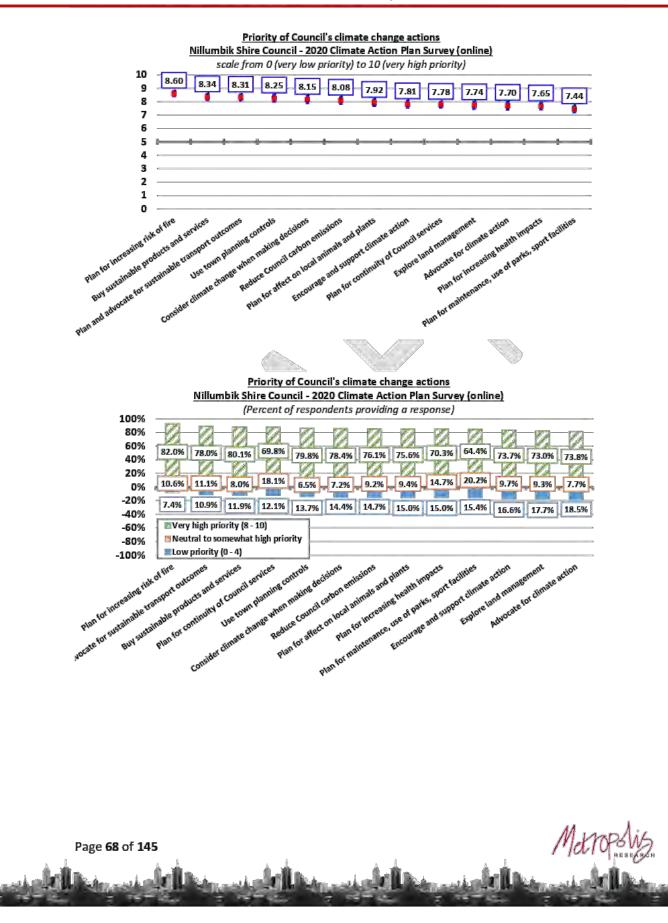


The following two graphs provide the results of this question for the self-selected online survey respondents.

Of the 13 potential Council actions included in the surveys, the average priority for two were lower by the online survey respondents. These two actions were "planning for the increasing risk of fire by managing bushland reserves and supporting the community to reduce the risk of bushfire" (8.83 for random telephone and 8.60 for online survey) and "plan for the increasing health impacts of extreme weather events such as heatwaves, fire, hail, and heavy rainfall (7.99 for random telephone and 7.65 for online survey).

Of the 11 other potential Council actions for which the average priority was rated as higher by the online survey respondents than the random telephone survey respondents, for only three of these actions was the difference statistically significant. These were "further reduce carbon emissions generated by Council" (8.0% higher), "buy sustainable products and services" (7.8% higher priority for online survey respondents), and "use town planning controls to ensure that development achieves sustainable outcomes" (6.9% higher).

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The following table outlines the complete set of results to this question for both the random telephone and self-selected online survey respondents.

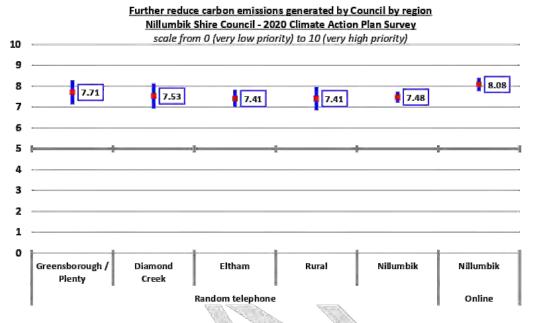
#### Priority of Council's climate change actions Nillumbik Shire Council - 2020 Climate Action Plan Survey (Number and percent of respondents providing a response)

Neutral to Very high Can't Average Low Survey Statement somewhat priority priority mean say high priority Plan for the increasing risk of fire by managing 11.8% 85.5% Random 2.7% 5 8.83 bushland reserves and supporting the Online 7.4% 10.6% 82.0% 19 8.60 community to reduce the risk of bushfire Plan for the increasing health impacts of 9 Random 5.9% 22.7% 71.4% 7.99 extreme weather events (such as heatwaves, fire, Online 70.3% 15.0% 14.7% 10 7.65 hail, and heavy rainfall) Plan and advocate for sustainable transport Random 7.5% 21.3% 71.2% 8 7.97 outcomes, such as improving walkability and Online 10.9% 11.1% 78.0% 11 8.31 public transport. Plan for how drought, changes in average 8.9% 25.3% 65.8% 6 7.82 Random temperatures or extreme events may affect local Online 15.0% 9.4% 75.6% 11 7.92 animals and plants 5 Random 7.2% 28.4% 64.4% 7.74 Buy sustainable products and services Online 11.9% 8.0% 80.1% 10 8.34 7.8% 26.7% 65.5% 7 Random 7.72 Use town planning controls to ensure that development achieves sustai nable outcomes Online 13.7% 6.5% 79.8% 10 8.25 Consider climate change when making decisions 9.0% 25.3% 65.7% 5 Random 7.70 about the location, construction, maintenance, Online 14.4% 7.2% 78.4% 8 8.15 and operation of building and other 8 Random 6.6% 31.3% 62.1% 7.68 Plan for continuity of Council services during extreme weather Online 69.8% 9 7.78 12.1% 18.1% Encourage and support residents and 11.0% 25.0% 64.0% 5 Random 7.54 businesses to take climate action by providing Online 16.6% 9.7% 73.7% 6 7.81 education, advice, and support Random 10.1% 29.2% 60.7% 14 7.48 Further reduce carbon emissions generated by Council 14.7% 9.2% 76.1% Online 8 8.08 10.0% 62.0% 13 7.46 Explore land management opportunities to Random 28.0% increase storage of carbon and water 17.7% 73.0% 19 7.74 Online 9.3% 12.6% 26.1% 61.3% 14 7.43 Random Advocate on behalf of the community for climate action by state and federal governments 18.5% Online 7.7% 73.8% 8 7.70 Plan for how heat and drought may affect the Random 10.1% 33.8% 56.2% 6 7.36 maintenance and use of parks, sport, and Online 15.4% 20.2% 64.4% 7.44 7 recreation facilities

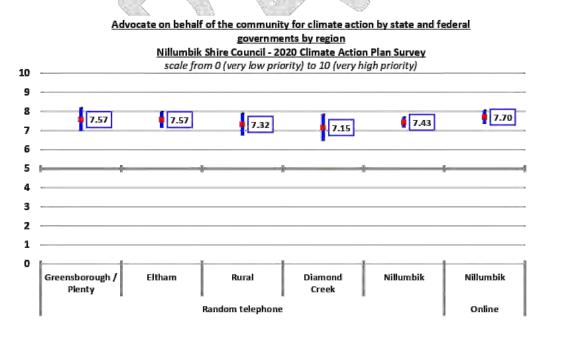
The following graphs outline the average priority scores for each of the 13 potential Council actions from the random telephone survey, broken down by the five precincts comprising the Nillumbik Shire, with the average priority score from the online survey respondents.

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There was no statistically significant variation in the average priority of "further reducing carbon emissions generated by Council" observed across the municipality.

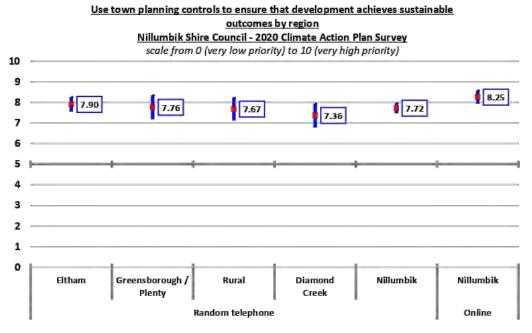


There was no statistically significant variation in the average priority of "advocating on behalf of the community for climate action by state and federal governments" observed across the municipality.

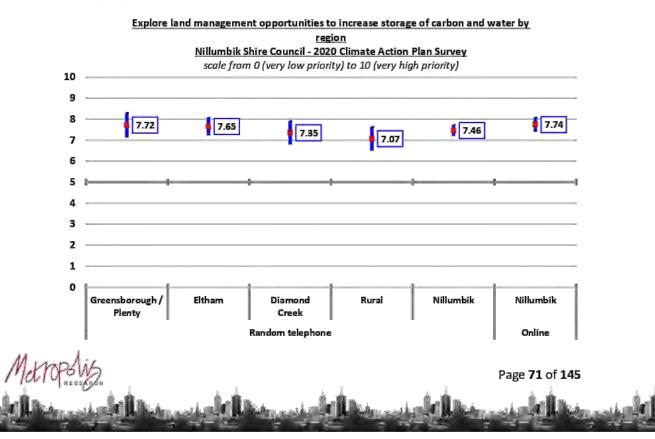




There was no statistically significant variation in the average priority of "using town planning controls to ensure that development achieves sustainable outcomes" observed across the municipality.

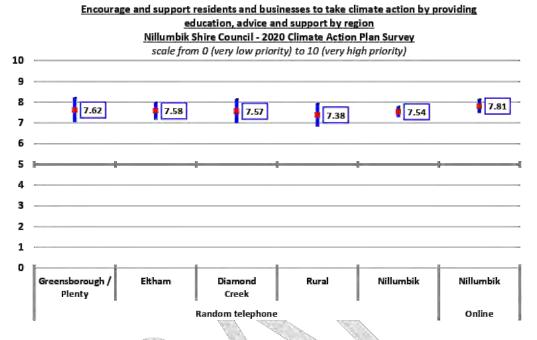


There was no statistically significant variation in the average priority of "exploring land management opportunities to increase the storage of carbon and water" observed across the municipality.

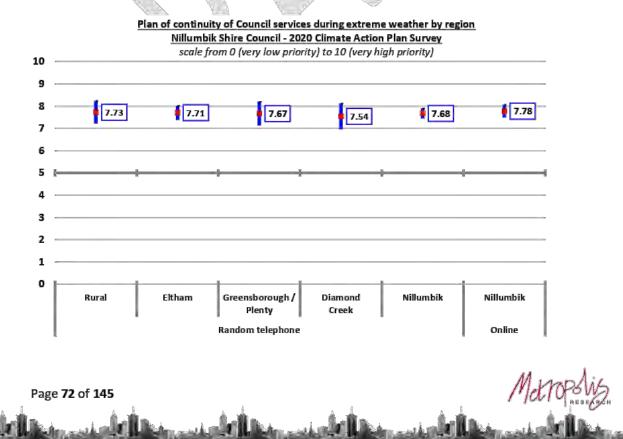


Attachments - 461

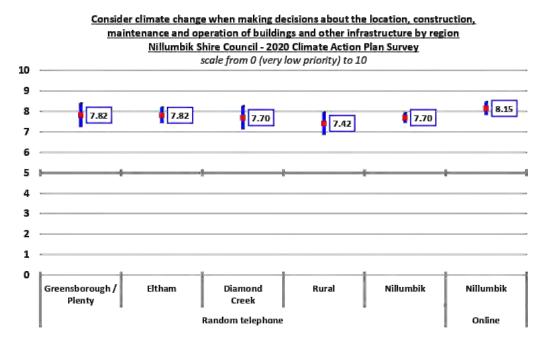
There was no statistically significant variation in the average priority of "encouraging and supporting residents and businesses to take climate action" observed across the municipality.



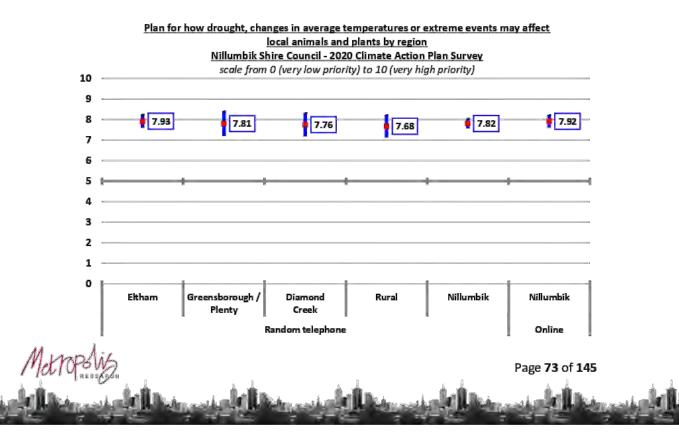
There was no statistically significant variation in the average priority of "planning of continuity of Council services during extreme weather" observed across the municipality.



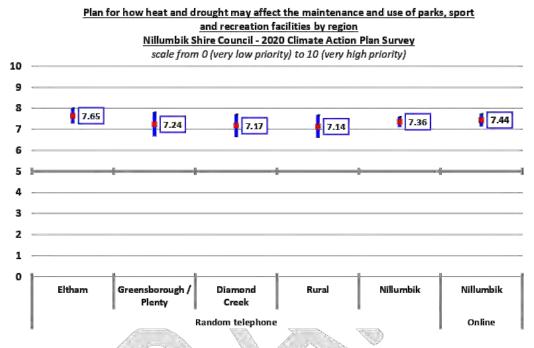
There was no statistically significant variation in the average priority of "considering climate change when making decisions about the location, construction, maintenance, and operation of buildings and other infrastructure" observed across the municipality.



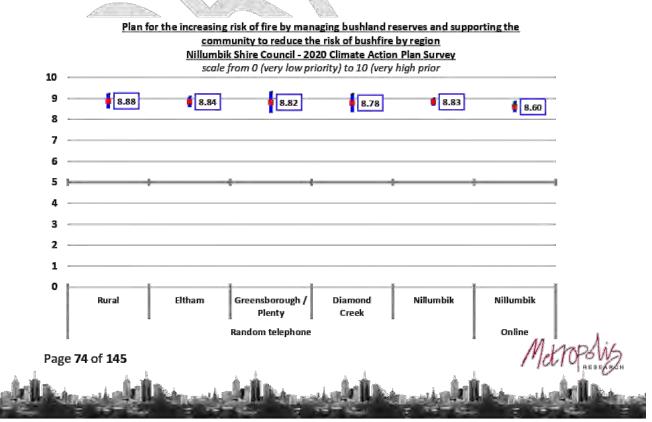
There was no statistically significant variation in the average priority of "planning for how drought, changes in average temperatures or extreme events may affect local animals and plants" observed across the municipality.

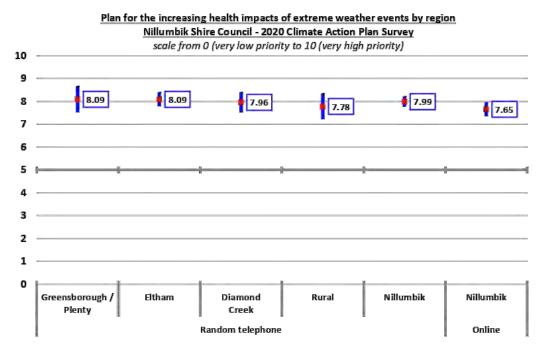


There was no statistically significant variation in the average priority of "planning for how heat and drought may affect the maintenance and use of parks, sports and recreation facilities" observed across the municipality.



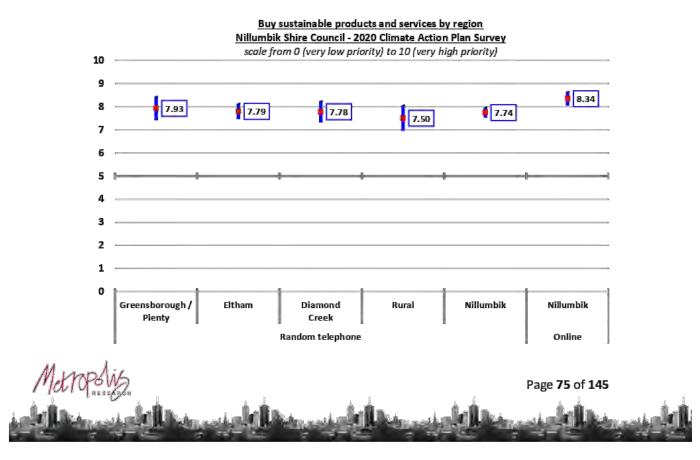
There was no statistically significant variation in the average priority for "planning for the increasing risk of fire by managing bushland reserves and supporting the community to reduce the risk of bushfire" observed across the municipality.





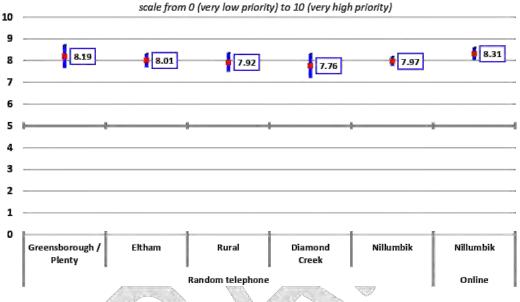
There was no statistically significant variation in the average priority for "planning for the increasing health impacts of extreme weather events" observed across the municipality.

There was no statistically significant variation in the average priority of "buying sustainable products and services" observed across the municipality.



There was no statistically significant variation in the average priority of "planning and advocating for sustainable transport outcomes, such as improving walkability and public transport" observed across the municipality.





# Other Council's climate change actions

Respondents were asked:

"Is there anything else you believe Council should do to address climate change or to support you to take climate action?"

Respondents were asked if there was anything else, they believe that Council should do to address climate change or to support them to take climate action.

Only a small number (36) of respondents to the random telephone survey nominated anything else that Council should do, as outlined in the following graph.

A range of actions and issues were raised, with renewable energy, moving to electric vehicles, becoming carbon neutral, and working with other levels of government among the issues raised.



# Things that Council should do to address climate change or to support you to take dimate action <u>Nillumbik Shire Council - 2020 Climate Action Plan Survey (random telehpone)</u>

(Number of responses)

Response	Numbe
Provision and incentives renewal energy	2
Use green energy, electric vehicles	2
A need to operate cost efficiently	1
Aiming to move to carbon positive model, carbon neutral	1
All Councils should collectively make decisions to address this issues	1
Better land management strategies	1
Better maintenance of local facilities	1
Bushfire mitigation should be taken seriously it is very important and current decisions are not going to help	1
Carbon effective	1
Cutting the vegetation down and keeping it short	1
Cycling services or path, pedestrians, frequency	1
Don't believe in climate change and the Council should not waste time on this issue since it is a natural process	1
Don't force or control the public instead plan for the climate change	1
Focus more on recycling and waste management	1
I don't think Council can do much	1
Information regardless of their background or disability	1
IT in the cloud	1
Liaising with utilities that provide renewable sources	1
Monitor skin facilities / clinics monitor skins funded by Council	1
More information about climate change	1
More planning and do some actions	1
More regulation on recycling and rubbish which is poorly managed over the years	1
More support with solar for housing and grey water for houses	1
Need to give picture of numbers for carbon emission plans	1
Over fishing areas	1
Over population of an area, overly populated new developments	1
Plan for how to recover from extreme events	1
Provide information to the community	1
Smaller property alternatives to reduce rates of tree trimmed or tree cut down	1
Supermarkets can use multiple packaging, reduce the packaging or change the way they package	1
Support the residents for taking sustainable actions	1
Support the state governments	1
Sustainable environment	1
Take care of the old landfill sites and waste management system needs careful attention as it emits carbon	1

# Total

36

The self-selected online survey respondents were significantly more willing to provide additional commentary in relation to other actions that they believe that Council should do to address climate change and to support the community becoming carbon neutral.

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A total of 277 responses were received from the 397 online survey respondents, with a summary of the results included in the following table. Some comments have been broken into separate issues for ease of analysis. The verbatim comments received from the online survey respondents are included as <u>Appendix Two</u> of this report.

The percentages referred to in the following table refer to the percent of the responses received, rather than the percent of respondents to the online survey. This was done due to the nature of the question and the fact that some responses have been broken up rather than presented as a single large, multi-faceted response.

The most common suggestions from the online survey respondents related to encouragement of renewable and "green" energy projects or Council use of energy, as well as education and communication and involving the community. As outlined above, the details of the verbatim comments are available as an appendix to this report.

Metropolis Research notes that not all these responses are suggestions for Council actions to address climate change. Some of the responses provided by respondents are complaints about current and potential future Council action on climate change (e.g., focus on core services), some reflect a scepticism about the issue of climate change and the role of Council (e.g., general negative comments), and a few were criticisms of the nature, design, and purpose of the survey itself (e.g., comments on the survey). These complications reflect the limitations of self-selected, self-completed online surveys.

Other Council dimate change actions to address climate change / support residents Nillumbik Shire Council - 2020 Climate Action Plan Survey (online survey) (Number and percent of total responses)

Action	Online	Online survey		
Acuon	Number	Percent		
Renewable / green energy	38	13.7%		
Education / communication / community involvement	32	11.6%		
Green Wedge, trees, bio-diversity	25	9.0%		
General suggestions	21	7.6%		
Incentives to encourage climate change action	20	7.2%		
Bushfire related	15	5.4%		
Transport / bikes	15	5.4%		
Declaration of climate emergency	14	5.1%		
Rates / costs	14	5.1%		
Planning and development	12	4.3%		
Council plans / policies / regulations	11	4.0%		
Waste, recycling management	11	4.0%		
Adoption of environmentally friendly / sustainable measures	8	2.9%		
Lobby / work with other bodies (councils, State gov, Federal gov and business)	8	2.9%		
Opposition to climate change actions	6	2.2%		
Focus on core services	4	1.4%		
General negative comments	4	1.4%		
General positive comments	2	0.7%		
Comments on the survey	6	2.2%		
Other	11	4.0%		

Total 277 Page 78 of 145

# Personal climate change actions

# **Environmental actions**

Respondents were asked:

"Have you made, or are you considering making any of the following changes?"

Respondents were asked whether they had made or were considering making within the next two years any of 14 changes (actions) to improve the environmental sustainability of their home and lifestyle. For ease of analysis, these 14 actions have been broken into two groups; seven electricity consumption related actions, and seven water and other actions.

The following table provides a summary of the complete set of results to this question for respondents to both the random telephone survey and the self-selected online survey.

Household members engaged in selected sustainable environmental actions
-------------------------------------------------------------------------

Nillumbik Shire Council - 2020 Climate Action Plan Survey

(Number and percent of total respondents)

Action	Survey	Already do		Considering		Not
	,	Number	Percent	2 years	considering	applicable
		1242	EC 00.			1000
Install insulation and draught sealing	Random	279	69,9%	10.8%	13.2%	6.1%
	Online	275	69.3%	14.9%	5.5%	10.3%
Install energy-efficient windows and	Random	188	47.0%	19.7%	25.6%	7.7%
coverings	Online	185	46.6%	27.2%	15.1%	11.1%
Install rooftop solar or solar battery system	Random	161	40.2%	29.0%	24.3%	6.5%
insum roompsoner of solar battery system	Online	193	48.6%	27.2%	13.1%	11.1%
Replace gas appliances with efficient	Random	170	42.4%	19.7%	30.6%	7.3%
electric appliances	Online	116	29.2%	28.2%	25.2%	17.4%
Install energy-efficient heating, cooling,	Random	231	57.8%	21.2%	14.5%	6.5%
lighting and hot water	Online	258	65.0%	19.9%	6.0%	9.1%
Bursham Cores Brune (50% to 100%)	Random	103	25.8%	29.3%	34.7%	10.2%
Purchase Green Power (50% to 100%)	Online	174	43.8%	26.4%	21.4%	8.3%
Walk, ride and or use public transport	Random	302	75.4%	4.9%	14.6%	5.1%
where possible	Online	257	64.7%	6.0%	14.6%	14.6%
Purchase an electric or hybrid electric	Random	31	7.7%	29.1%	60.4%	2.8%
vehicle	Online	22	5.5%	40.8%	42.8%	10.8%
Install water saving devices and appliances	Random	268	67.0%	11.5%	16.5%	5.0%
in the home	Online	275	69.3%	13.9%	10.6%	6.3%
Install water retention systems and	Random	223	55.7%	17.9%	19.4%	7.0%
improved drainage around property	Online	224	56.4%	17.6%	14.4%	11.6%
Establish an edible garden and / or compost	Random	277	69.3%	13.6%	13.3%	3.8%
athome	Online	315	79.3%	8.6%	7.3%	4.8%
Adapt your garden to be drought tolerant	Random	282	70.5%	10.6%	12.4%	6.5%
and / or provide habitat and biodiversity	Online	327	82.4%	7.3%	5.3%	5.0%
Minimise waste to landfill by actively	Random	374	93.4%	2.2%	1.4%	2.9%
separating waste	Online	377	95.0%	1.0%	1.5%	2.5%
Avoid or minimise buying materials that	Random	344	86.0%	6.4%	5,3%	2.3%
become waste	Online	347	87.4%	4.5%	4.5%	3.5%

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#### Electricity consumption related actions

The following graph displays the proportion of the random telephone and self-selected online survey respondents who reported that they had already done or were considering within the next two years each of the seven, electricity consumption related actions.

It is important when examining these results to bear in mind that some of these actions are somewhat subjective, for example what constitutes "energy efficient" may vary from respondent to respondent. Some of the actions are also multi-faceted, and respondents may report that they have already done the action when they may only have done one component of the action, such as installing energy efficient heating, cooling, and lighting.

There is also the potential for a degree of false positive in these results, given that many will judge it as socially responsible to undertake these actions and may feel compelled to report that they do. This can be the case both for the interview style telephone survey, as well as for the self-completion online survey.

Metropolis Research finds it an interesting observation that, except for purchasing Green Power, the online survey respondents were not significantly more likely to be undertaking the remaining six electricity consumption related environmental actions than the random telephone survey respondents.

This is interesting given the fact that the online survey respondents, in results throughout this report, tend to exhibit a higher degree of familiarity with and concern about climate change than the random telephone survey respondents, yet this does not seem to have resulted in significantly higher participation in these personal actions to minimise carbon pollution.

In summary, these results show that:

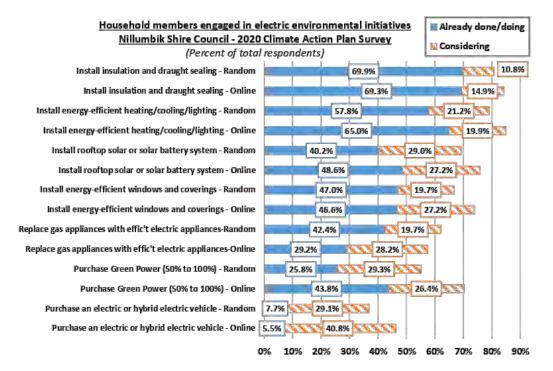
- More than half of both the random telephone and online survey respondents reported that they had already installed insulation and draught sealing and installed energy efficient heating, cooling, and lighting. A significant proportion of the remaining respondents reported that they were considering doing these within the next two years.
- A little less than half of both the random telephone and online survey respondents reported that they had already installed rooftop solar or solar battery systems and installed energy efficient windows and coverings. Up to approximately one-quarter of respondents to both the surveys reported that they were considering installing these within the next two years.
- Whilst roughly one-third of both the random telephone and online survey respondents reported that they had replaced gas appliances with efficient electric appliances, the random telephone survey respondents (42.4%) were significantly more likely than the online survey respondents (29.2%) to have already replaced these appliances. One-fifth of random telephone survey and one-quarter of online survey respondents reported that they were considering replacing these appliances within the next two years.
- The reverse result was found in relation to purchasing Green Power (50% to 100%), with almost half (43.8%) of the online survey respondents reporting that they were already purchasing Green Power, compared to 25.8% of the random telephone survey respondents. A little more than one-quarter of respondents to both surveys reported that they were considering purchasing Green Power within the next two years.



 Less than 10% of respondents to both surveys reported that they had purchased an electric or hybrid vehicle, whilst 29.1% of the random sample survey and 40.8% of the online survey respondents reported that they were considering doing so within two years.

These results suggest a solid to strong level of community participation in a broad range of electricity consumption related actions.

There is also a significant proportion of the community, not currently engaging in these actions who are potentially considering doing so within the next two years.



The following graphs outline the random telephone survey results for each of these seven, electricity consumption related environmental actions for respondents from each of the four precincts comprising the Nillumbik Shire.

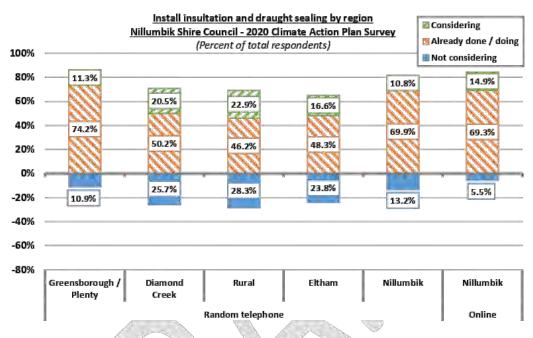
The graphs also include the municipal results from the self-selection online survey.

In summary, these results show that there was no statistically significant variation in current participation in most of the seven, electricity consumption related environmental actions observed across the municipality.

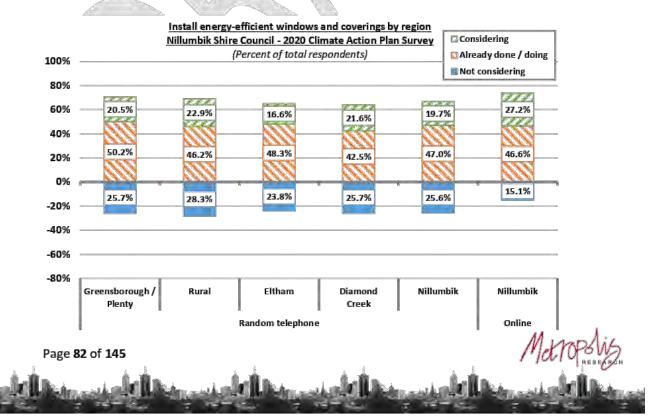
As discussed in the preceding analysis, except for purchasing Green Power, there was no significant variation in participation in the remaining six electricity consumption related environmental actions between respondents to the random telephone and self-selection online surveys.

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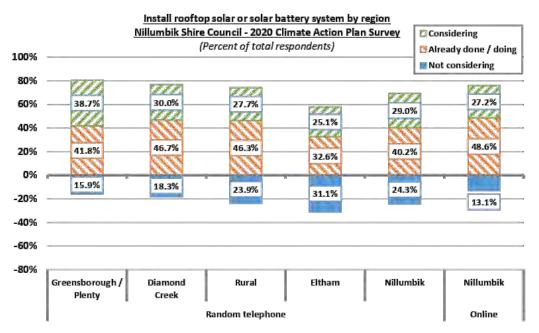
There was some notable variation in the proportion of random telephone survey respondents who reported that they had installed insulation and draught sealing observed across the municipality. Respondents from Diamond Creek, Rural, and Eltham precincts were significantly less likely to have installed these than respondents in Greensborough / Plenty.



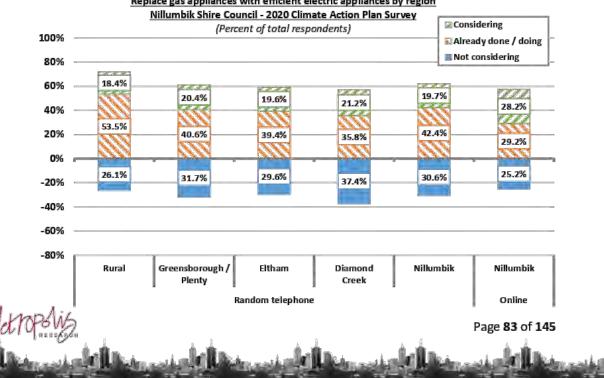
There was no statistically significant variation in the proportion of random telephone survey respondents who had installed energy efficient windows and coverings observed across the municipality.



Whilst there was no statistically significant variation in the proportion of random telephone survey respondents who had installed rooftop solar or solar battery systems observed across the municipality, it is noted that respondents from Eltham precinct were less likely than the average.

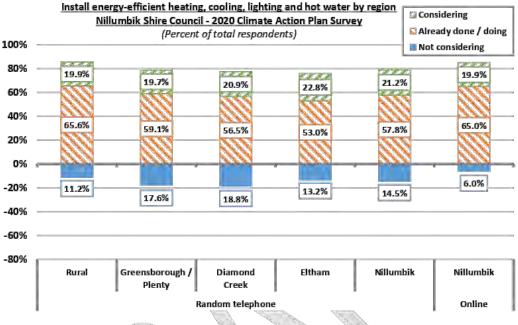


There was some notable variation in the proportion of random telephone survey respondents who reported that they had replaced gas appliances with efficient electric appliances observed across the municipality. Respondents from the Rural precinct were significantly more likely to have replaced these appliances than respondents in the other precincts.

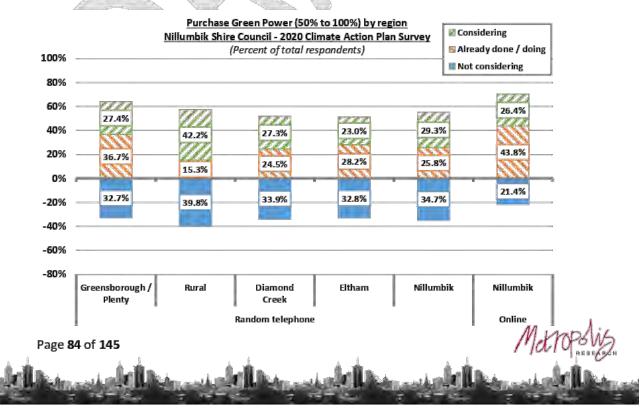


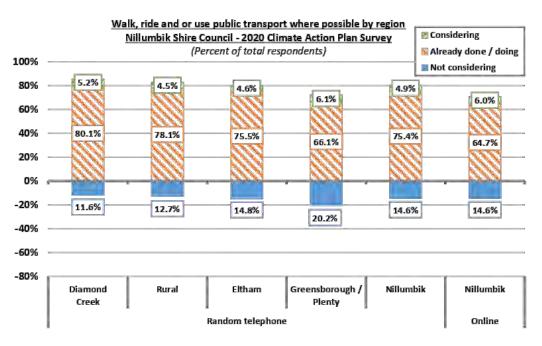
### Replace gas appliances with efficient electric appliances by region

There was no statistically significant variation in the proportion of random telephone survey respondents who had installed energy efficient heating, cooling, lighting, and hot water observed across the municipality.



There was some notable variation in the random telephone survey results in relation to purchasing Green Power observed across the municipality. Respondents from Greensborough / Plenty were more likely than average to have purchased whilst respondents from the Rural precinct were less likely. Rural precinct respondents were, however, more likely to be considering purchasing Green Power in the next two years than the average.





There was some notable variation in the proportion of random telephone survey respondents who walk, ride, and / or use public transport where possible observed across the municipality, with respondents from Greensborough / Plenty notably less likely to do so than average.

# Water and other environmental actions

The following graph displays the proportion of the random telephone and self-selected online survey respondents who reported that they had already done or were considering within the next two years each of the seven, water-related and other environmental actions.

It is important when examining these results to bear in mind that some of these actions are somewhat subjective, for example what constitutes "minimising" may vary from respondent to respondent. Some of the actions are also multi-faceted, and respondents may report that they have already done the action when they may only have done one component of the action, such as establishing an edible garden or composting at home.

There is also the potential for a degree of false positive in these results, given that many will judge it as socially responsible to undertake these actions and may feel compelled to report that they do. This can be the case both for the interview style telephone survey, as well as for the self-completion online survey.

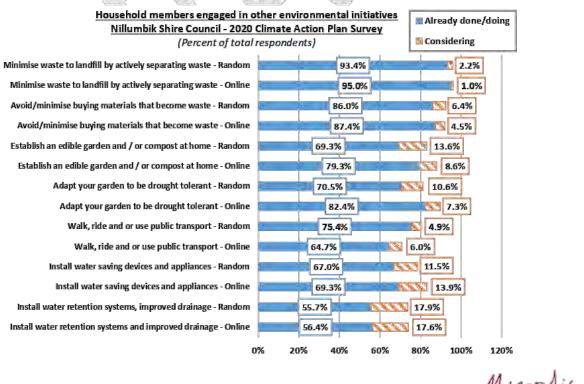
Metropolis Research notes that the random telephone survey and self-selection online survey respondents tended to report relatively similar results for many of these seven environmental actions. As discussed in the electricity consumption related section above, this is an interesting result, as it highlights the fact that whilst the online survey respondents were more familiar with and concerned about the effects of climate change, they were not significantly more likely to be engaging in personal actions to reduce their environmental impacts.

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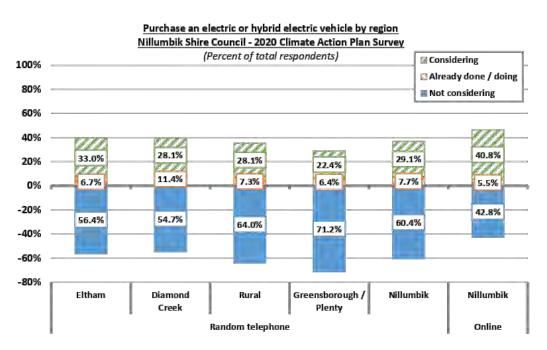
It is noted, however, that the online survey respondents were more likely to have established an edible garden or compost at home and to have adapted their garden to be drought tolerant, but they were less likely than the random telephone survey respondents to walk, ride, or use public transport.

In summary, these results show that:

- The overwhelming majority of both the random telephone and online survey respondents were already minimising their waste to landfill by actively separating waste and avoiding or minimising buying materials that become waste.
- Approximately three-quarters of both the random telephone and online survey respondents had established an edible garden and / or were composting at home and had adapted their garden to be drought tolerant.
- Three-quarters of the random telephone survey respondents and two-thirds of the online survey respondents were walking, riding, or using public transport. It is noted, however, that only a small proportion of the respondents to either survey were considering doing this in the next two years, which suggests that these results may have a limited potential to increase.
- Two-thirds of respondents to both surveys had already installed water saving devices and appliances, with a little more than 10% considering installing these devices in the next two years.
- A little more than half of the respondents to both surveys had already installed water retention systems or improved drainage, with a further one-sixth considering doing so within the next two years.

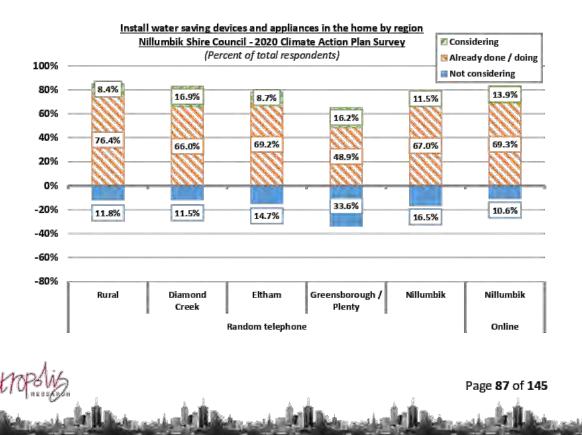


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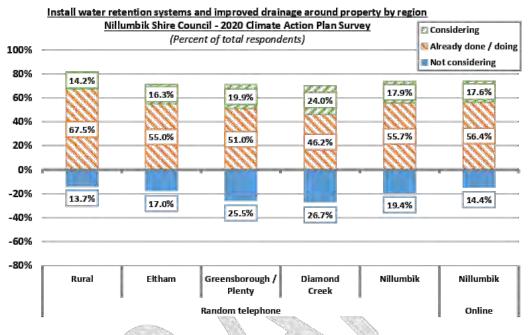


There was no statistically significant variation in the random telephone survey results in relation to purchasing an electric or hybrid vehicle observed across the municipality.

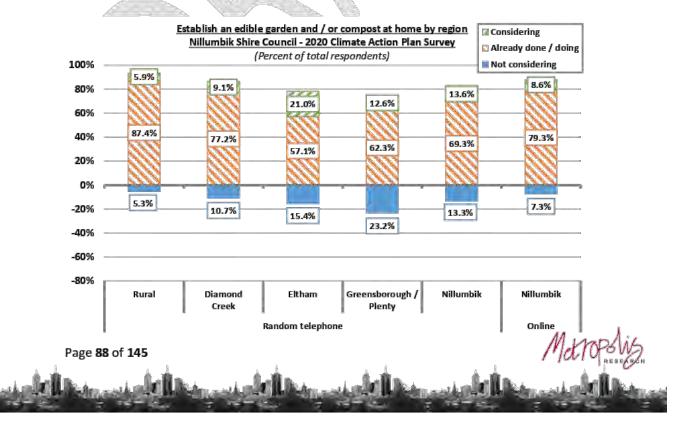
There was some notable variation in the proportion of random telephone survey respondents who reported that they had already installed water saving devices and appliances at home, with respondents from Greensborough / Plenty notably less likely than the municipal average.



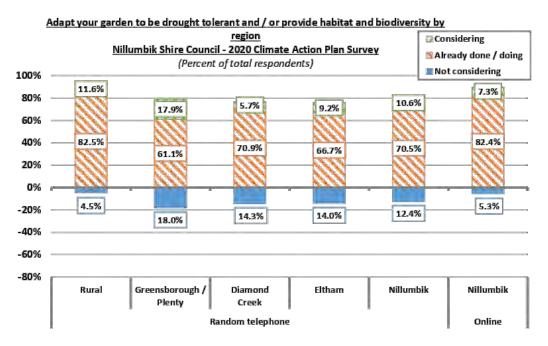
There was some notable variation in the proportion of random telephone survey respondents who reported that they had already installed water retention systems and improved drainage, with respondents from the Rural precinct notably more likely than the municipal average.



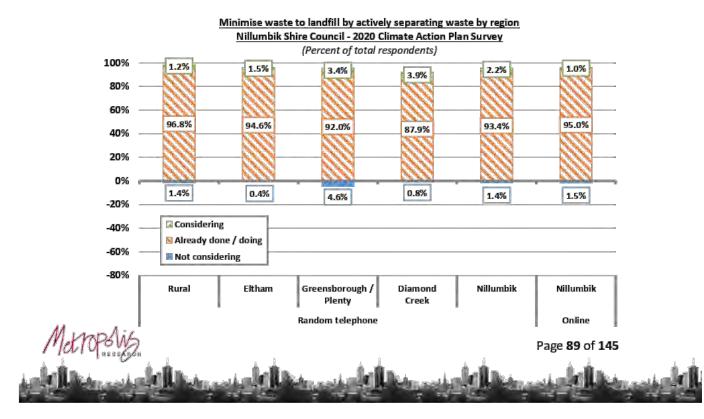
There was some notable variation in the proportion of random telephone survey respondents who reported that they had already established an edible garden and / or composted at home, with respondents from the Rural precinct measurably and significantly more likely than the municipal average.



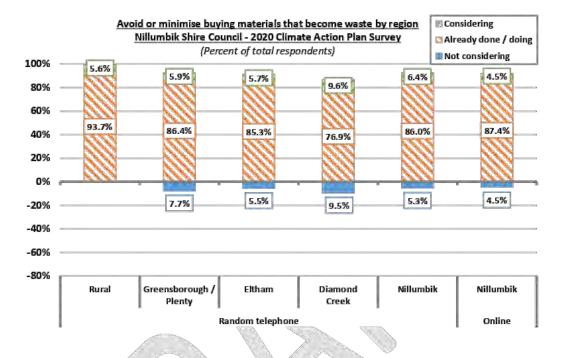
There was some notable variation in the proportion of random telephone survey respondents who reported that they had already adapted their garden to be drought tolerant and / or provide habitat and biodiversity, with respondents from the Rural precinct measurably and significantly more likely than the municipal average.



There was no statistically significant variation in the proportion of random telephone survey respondents who already minimise waste to landfill by actively separating waste observed across the municipality.



There was no statistically significant variation in the proportion of random telephone survey respondents who already avoid or minimise buying materials that become waste observed across the municipality.



#### Barriers to taking climate change actions

Respondents were asked:

"On a scale of zero (no barrier) to ten (strong borrier), to what extent are the following issues a barrier to your household taking climate action?"

Respondents were asked to rate the degree to which 10 issues or factors were a barrier to them or their household taking climate action.

The following two graphs provide these results for the respondents to the random telephone survey.

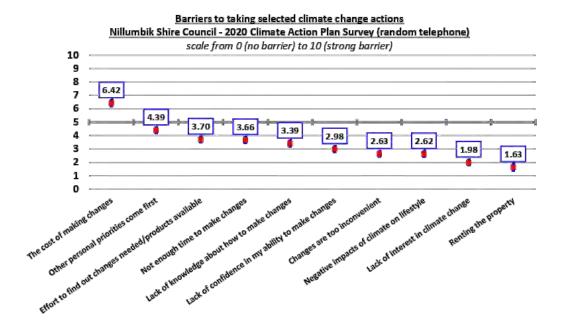
The average degree to which each of these issues or factors were a barrier to taking climate action, on a scale from zero (no barrier) to 10 (strong barrier) is outlined in the first of the following graphs.

In summary, these results show that:

 Moderate Barrier – the cost of making changes. A little less than half (45.7%) of the random telephone survey respondents rated this factor a strong barrier to taking climate action.



- Mild Barrier that other priorities come first, the effort to find out the changes needed and the products available, not enough time to make changes, and a lack of knowledge about how to make changes. A little more than 10% of respondents rated these a strong barrier to taking climate action.
- Low Barrier a lack of confidence in ability to make changes, that changes are too inconvenient, negative impacts of climate changes on lifestyle. Less than 10% of respondents rated these factors a strong barrier to taking climate action.
- Very Low Borrier a lack of interest in climate change and renting the property. More than 80% of respondents rated these two factors to be a low barrier to taking climate action.



The following graph displays a breakdown of the random telephone survey respondents who rated each issue or factor a "strong barrier" (rated the barrier at eight or more out of 10), those who rated the issue or factor a "mild to moderate barrier" (rating the barrier at between five and seven), and those who rated each issue or factor as a "no or low barrier" (rating the barrier at less than five).

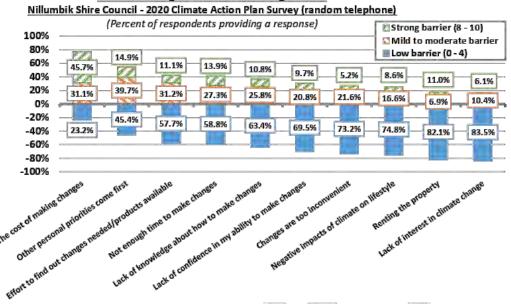
Except for the cost of making changes, Metropolis Research notes that no more than 15% of respondents rated any of the remaining nine issues or factors to be a "strong" barrier to taking climate action.

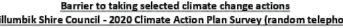
More than half of the respondents rated eight of the 10 issues or factors to be a "low barrier" to taking climate action, whilst almost half (45.4%) rated "other priorities come first" to be a low barrier, and one-quarter (23.2%) rated the cost of making changes to be a "low barrier".

It is noted, however, that a significant proportion of respondents rated each of these 10 issues and factors to be a "mild to moderate barrier", suggesting that these issues and factors do influence the community's decisions about taking climate action to some extent.

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The following graphs provide the results to this question for respondents to the self-selected online survey.

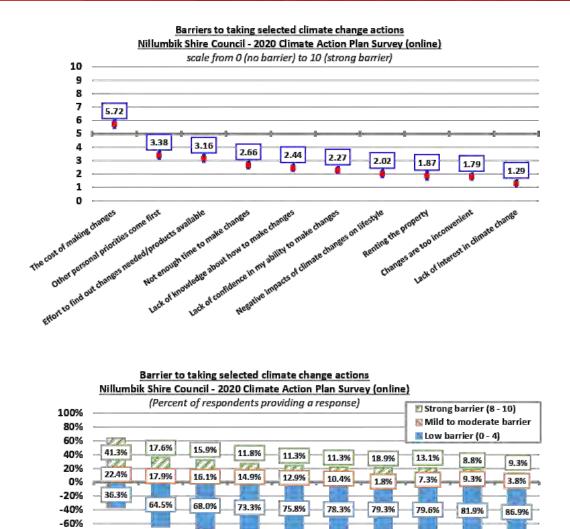
Metropolis Research notes the following variation in results between the random telephone survey and the self-selected online survey:

- Random telephone survey respondents rated the cost of making changes, that other personal priorities come first, a lack of knowledge about how to make changes, a lack of confidence in respondents' ability to make changes, that changes are too inconvenient, the negative impacts of climate changes on lifestyle, and a lack of interest in climate change as measurably stronger barriers to taking climate action than the online survey respondents.
- Online survey respondents rated the effort required to find out the changes needed and the products available and not enough time to make changes as measurably stronger barriers to taking climate action than the random telephone survey respondents.

The variation in these results between the two surveys is informative, as it highlights the fact that the underlying Nillumbik community is measurably more likely to see issues such as personal preference, a lack of knowledge, a lack of interest, convenience, and negative impacts on their lifestyle as factors affecting their willingness to make personal changes to mitigate climate change.

The online survey respondents, who largely reflect a sub-set of the Nillumbik community who are more engaged with the issues around climate change and who are keener to see strong action on climate change, were more focused on the effort required to find out about changes needed and a perceived lack of time to make changes, as barriers to taking climate action.





Effort to find out change The following table provides a summary of the complete results to this question for respondents to both the random telephone and the self-selected online survey.

ability to make than

thow to make changes

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Lack of confide

Rentine the property

5 of climate changes on Hestyle

Lack of Interest in climpte chain

nees are too inconvenie

-80% -100%

The cost of making thanges

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Lackofkn

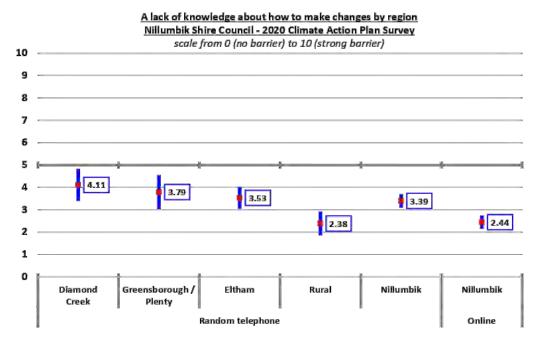


#### Barriers to taking selected dimate change actions Nillumbik Shire Council - 2020 Climate Action Plan Survey (Number and percent of respondents providing a response)

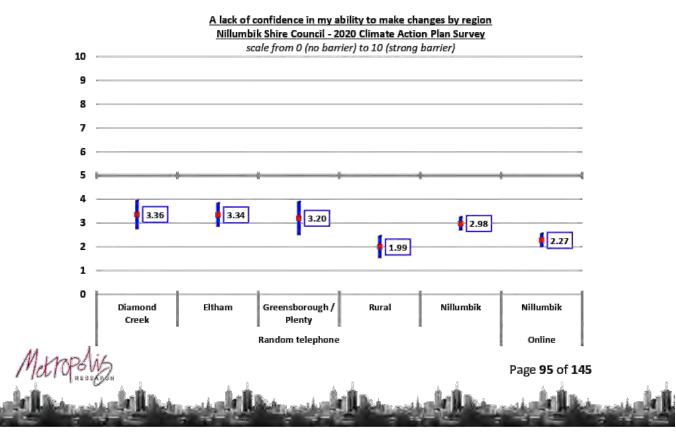
Neutral to Low Strong Can't Average Statement Survey somewhat barrier barrier say mean a barrier 23.2% 31.1% 45.7% 22 642 Random The cost of making changes 41.3% Online 36.3% 22.4% 0 5.72 Random 45.4% 39.7% 14.9% 22 4.39 Other personal priorities come first Online 64.5% 17.9% 17.6% 0 3.38 57.7% 31.2% 25 3.70 The effort required to find out the changes Random 11.1% needed and the products available Online 68.0% 16.1% 15.9% 0 3.16 Random 58.8% 27.3% 13.9% 21 3.66 Not enough time to make changes 73.3% 14.9% 11.8% 0 2.66 Online 10.8% A lack of knowledge about how to make 63.4% 25.8% 20 3.39 Random changes Online 75.8% 12.9% 11.3% 0 2.44 A lack of confidence in my ability to make Random 69.5% 20.8% 9.7% 20 2.98 11.3% cha nges Online 78.3% 10.4% 0 2.27 Random 73.2% 21.6% 5.2% 22 2.63 Changes are too inconvenient 81.9% 9.3% 8.8% 0 1.79 Online Negative impacts of climate changes on Random 74.8% 16.6% 8.6% 27 2.62 lifestyle Online 79.6% 7.3% 13.1% 0 2.02 Random 83.5% 10.4% 6.1% 20 1.98 A lack of interest in climate change 86.9% 3.8% 9.3% 1.29 Online 0 6.9% Random 82.1% 11.0% 56 1.63 Renting the property Online 79.3% 1.8% 18.9% 0 1.87



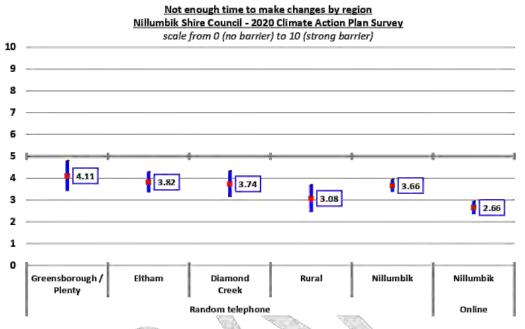
There was measurable variation in the average barrier of "a lack of knowledge about how to make changes" observed by precinct, with respondents from the Rural precinct measurably and significantly less likely to rate this a barrier to acting than the municipal average.



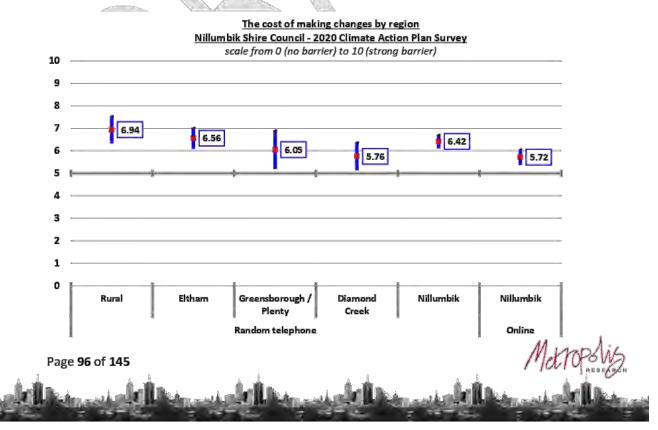
There was measurable variation in the average barrier of "a lack of confidence in respondents' ability to make changes" observed by precinct, with respondents from the Rural precinct measurably and significantly less likely to rate this a barrier to acting than the average.



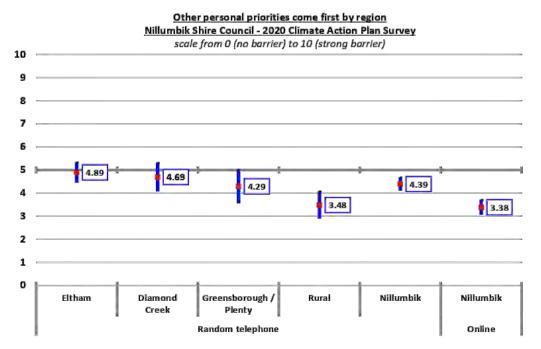
Whilst there was no measurable variation in the average barrier of "not enough time to make changes" observed by precinct, respondents from the Rural precinct were somewhat less likely to rate this a barrier to acting than the average.



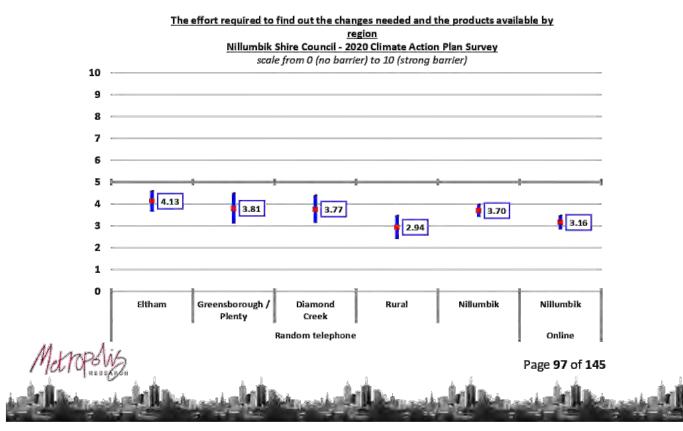
Whilst there was no statistically significant variation in the average barrier of "the cost of making changes" observed by precinct, it is noted that respondents from the Rural precinct rated this a somewhat stronger barrier to acting and respondents from Diamond Creek somewhat weaker barrier.



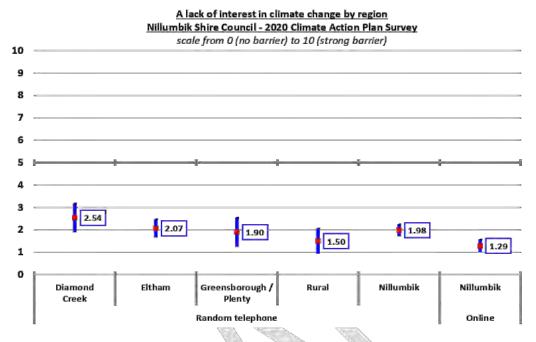
There was measurable variation in the average barrier of "other priorities come first" observed by precinct, with respondents from the Rural precinct measurably less likely to rate this a barrier to acting than the average.



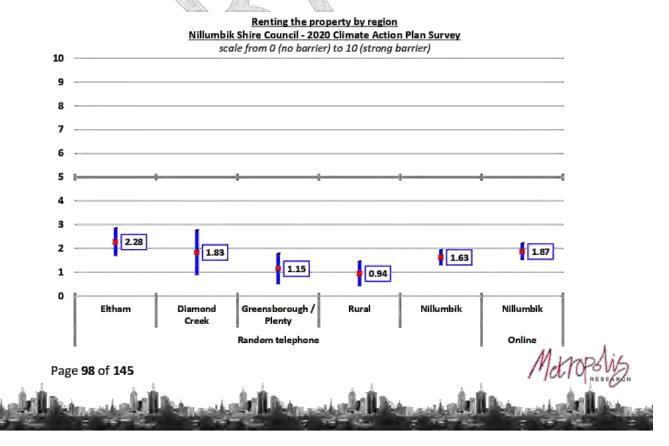
There was measurable variation in the average barrier of "the effort required to find out the changes needed and the products available" observed by precinct, with respondents from the Rural precinct measurably less likely to rate this a barrier to acting than the average.



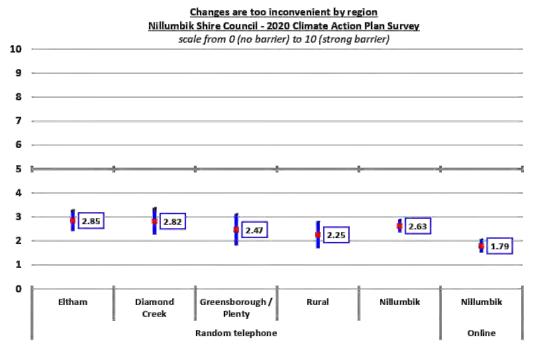
There was no statistically significant variation in the average barrier of "a lack of interest in climate action" as a barrier to acting observed across the municipality.



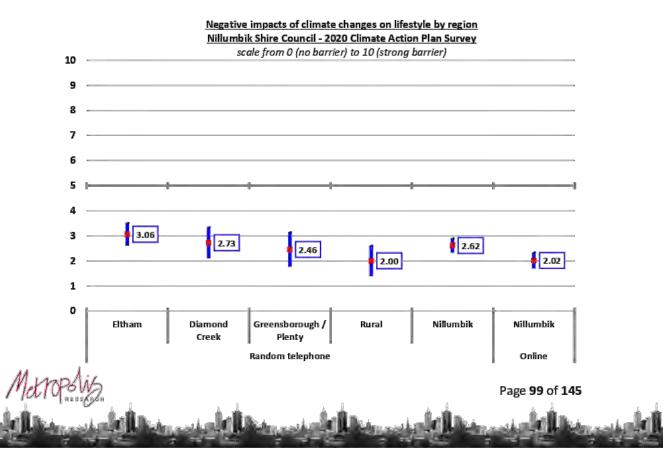
Whilst there was no statistically significant variation in the average barrier of "renting the property" observed by precinct, it is noted that respondents from Eltham precinct rated this a somewhat stronger barrier to acting and respondents from the Rural precinct a somewhat weaker barrier.



There was no statistically significant variation in the average barrier of "changes are too inconvenient" as a barrier to action observed across the municipality.



There was no statistically significant variation in the average barrier of "negative impacts of climate changes on lifestyle" as a barrier to acting observed across the municipality.



# Respondent profile

The following section provides the demographic profile of the respondents surveyed for the *Nillumbik Shire Council – 2020 Climate Action Plan Survey*.

The profile of respondents to both the random telephone and online surveys is generally consistent and broadly reflective of the underlying population of the Nillumbik Shire.

## Age structure

Due to the need to conduct the random survey by telephone because of COVID-19 restrictions, the sample under-represented younger adults (aged 18 to 34 years). Consequently, the sample from the random telephone survey was weighted by age and gender to reflect the underlying Nillumbik community as recorded in the 2016 Census.

This helps ensure that the random telephone survey is the more reliable reflection of the views of the underlying population.

Agegroup	Y Y	Random telephone (unweighted) (weighted)			
1 22	Number	Percent	Percent	Number	Percent
18 - 24 years	11	2.8%	12.4%	13	3.4%
25 - 34 years	30	7.5%	12.1%	38	9.8%
35 - 44 years	61	15.3%	17.3%	66	17.0%
45 54 years	86	21.5%	21.7%	88	22.7%
55 - 74 years	186	46.5%	30.8%	150	38.7%
75 years and over	26	6.5%	5.7%	33	8.5%
Prefer not to say	0		0	9	



## Gender

Gender
Nillumbik Shire Council - 2020 Climate Action Plan Survey
(Number and percent of respondents providing a response)

Gender	Random	Online		
Gender	Number	Percent	Number	Percent
Male	196	49.0%	143	38.4%
Female	204	51.0%	227	61.0%
Other (e.g transgender, intersex)	0	0.0%	2	0.5%
Prefer not to say	0		25	
Total	400	100%	397	100%

# Disability

# Household members having a disability Nillumbik Shire Council - 2020 Climate Action Plan Survey

Cityonting	Random	Online		
Situation	Number	Percent	Number	Percent
Yes	22	5.7%	26	7.0%
No	362	94.3%	345	93.0%
Prefer not to say	16		26	
Total	400	100%	397	100%

# Indigenous or Torres Strait Islander

#### Identify as Indigenous or Torres Strait Islander Nillumbik Shire Council - 2020 Climate Action Plan Survey (Number and percent of respondents providing a response)

- 17	Mannaci	unu	percent	UJ N	сэропист	2 bioxinui	g u responsej	

		Cityatian		telephone	On	line
		Situation	Number	Percent	Number	Percent
	Yes		2	0.5%	1	0.3%
	No		388	99.5%	372	99.7%
	Prefer not to say		10		24	
	Total		400	100%	397	100%
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# Language spoken at home

	Language spoken at home
ļ	<u>Nillumbik Shire Council - 2020 Climate Action Plan Survey</u>
ł	(Number and percent of respondents providing a response)

Language	Random telephone			
Lunguuge	Number	Percent	Number	Percent
English	341	87.0%	353	90.7%
Italian	7	1.8%	4	1.0%
Sreek	4	1.0%	3	0.8%
Spanish	4	1.0%	2	0.5%
rench	3	0.8%	5	1.3%
German	3	0.8%	3	0.8%
ndonesian	3	0.8%	0	0.0%
Macedonian	3	0.8%	1	0.3%
Mandarin	3	0.8%	0	0.0%
Arabic	2	0.5%	0	0.0%
Dutch	2	0.5%	2	0.5%
lakka 🦳	2	0.5%	0	0.0%
lindi	2	0.5%	3	0.8%
Sinhalese	2	0.5%	0	0.0%
African Languages (excluding North Africa)	1	0.3%	0	0.0%
Afrikaans	1	0.3%	2	0.5%
Cantonese	1	0.3%	1	0.3%
Chinese, n.f.d	Y	0.3%	0	0.0%
Danish	1	0.3%	0	0.0%
Norwegian	1	0.3%	0	0.0%
Portuguese	1	0.3%	0	0.0%
Tagalog (Filipino)	1	0.3%	0	0.0%
Jrdu	1	0.3%	0	0.0%
lietnamese	1	0.3%	0	0.0%
Finnish	0	0.0%	3	0.8%
lebrew	0	0.0%	1	0.3%
apanese	0	0.0%	1	0.3%
Mauritian	0	0.0%	1	0.3%
Polish	0	0.0%	1	0.3%
All other languages	0	0.0%	2	0.5%
Multiple	1	0.3%	1	0.3%
Not stated	8		8	
Fotal	400	100%	397	100%



# Household structure

Household structure
Nillumbik Shire Council - 2020 Climate Action Plan Survey
(Number and percent of respondents providing a response)

Online Random telephone Structure Number Percent Number Percent Two parent family total 198 51.4% 200 52.1% youngest child 0 - 4 yrs 35 9.1% 33 8.6% youngest child 5 - 12 yrs 56 14.5% 62 16.1% youngest child 13 - 18 yrs 39 10.1% 35 9.1% 18.2% adult children only 68 17.7% 70 One parent family total 23 6.0% 25 6.5% youngest child 0 - 4 yrs 3 0.8% 1 0.3% youngest child 5 - 12 yrs 0.3% 1 8 2.1% 2 0.5% 7 youngest child 13 - 18 yrs 1.8% adult children only 17 4.4% 9 2.3% Couple only household 96 24.9% 101 26.3% Group household 36 9.4% 2.9% 11 Sole person household 28 7.3% 36 9.4% Other families 4 1.0% 11 2.9% Not stated 15 13

# Housing situation

Total

#### <u>Housing situation</u> <u>Nillumbik Shire Council - 2020 Climate Action Plan Survey</u> (Number and percent of respondents providing a response)

400

100%

397

100%

(Number and percent of respondents providing a response)

Situation	Random	Random telephone		Online	
Sillation	Number	Percent	Number	Percent	
Own this home	224	61.5%	227	59.7%	
Mortgage (paying off this home)	95	26.1%	127	33.4%	
Renting (privately)	39	10.7%	23	6.1%	
Renting (public)	5	1.4%	3	0.8%	
Long-term lease (e.g. retirement Village)	1	0.3%	0	0.0%	
Can't say / prefer not to say	36		17		
Total	400	100%	397	100%	



# Suburb of residence

6 L L	On	line	On	line
Suburb	Number	Percent	Number	Percent
Eltham	157	39.3%	152	38.8%
Diamond Creek	76	19,0%	35	8.9%
Greensborough	36	9.0%	18	4.6%
Plenty / Yarrambat	31	7.8%	10	2.6%
Hurstbridge	20	5.0%	32	8.2%
Research	20	5.0%	10	2.6%
North Warrandyte	16	4.0%	22	5.6%
Wattle Glen	12	3.0%	19	4.8%
Kangaroo Ground	9	2.3%	12	3.1%
Panton Hill	4	1.0%	16	4.1%
Bend of Island	4	1.0%	5	1.3%
Cottles Bridge	3	0.8%	12	3.1%
Arthurs Creek	3	0.8%	4	1.0%
St Andrews	2	0.5%	15	3.8%
Smiths Gully	2	0.5%	11	2.8%
Christmas Hills	2	0.5%	6	1.5%
Strathewen	1	0.3%	4	1.0%
Nutfield	1	0.3%	1	0.3%
Other	1	0.3%	8	2.0%
Not stated	0		5	

# **General comments**

Respondents were asked:

"Do you have any further comments you would like to make?"

The following open-ended comments were received from respondents to both the random telephone and self-selected online survey.



#### General comments

Nillumbik Shire Council - 2020 Climate Action Plan Survey (random telephone)

(Number of responses)

Response	Number
Forest and open spaces management	
Concentrate on forest management	1
Council needs to do more in clearing dead trees and branches along the river	1
Cut the grass so that we can see when the kangaroos come and go	1
Total	3
Waste management	
Green waste bin is too small, only 240L, I have already had recycling bins and I can't afford to have more	1
More compliance and rational is needed for burning the rubbish	1
Please specify how recycling is going on	1
There was no green waste during COVID. They should have made some other arrangements with other Councils	1
Total	4
Governance and decision-making	
Council should be concentrating on what the rate payers wants and not political issues	1
The Council actions are more political rather than for the community	1
The Council could have better decision making and transparency is required	1
The State Government should support the Councils and provide funding to take climate actions	1
Total	4
Carbon neutral target	
More realistic measures should be applied	1
The carbon neutral target should be achieved early in comparison to State Government target	1
Total	2
Climate change actions to be taken	
Add more emphasis on the impact of food system on the climate change and agriculture	1
I would appreciate some help with the information on energy efficient appliances and alternative options for solar to be on the roof as in my case the trees block the sun light from falling on the panel	1
Replace recycling with renewable energy sources	1
Total Council responsibility	3
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Climate change is very slow process, please don't go overboard	1 1 3
Waste of time as CO2 has no impact on the earth's temperature Climate change is very slow process, please don't go overboard Can't control the weather	1
Climate change is very slow process, please don't go overboard	1
	4
	1
ennare energe is a narar ar process	
Climate change is a natural process	
Total	7
the residents in the event of bushfires	1
Want the Council to do more in terms of fire emergency action and escape facilities for	7
The Council isn't doing what it's supposed to do to combat fire seasons	1
Seriously concerned that bushfire has not followed the bushfire commission's guidelines	1
More fire mitigation required	1
(making double or triple)	1
Give homeowner license to make their own home safe: clear space around their homes	1
Encouragement for putting effort in case of bushfire Fire prone areas without any upgrade in infrastructure is an issue	1
Terror and the setting offset is seen of head for	1
Bushfire mitigation	
Total	5
Would like to pay a little bit more rates to enjoy the lifestyle in Nillumbik	1
suburbs such as Eltham	1
Ne pay a lot of money as rates and we are not getting the worth. Council is biased to	1
The local Council is too expensive	1
he Council needs to be aware of how its spending its money.	1
A carbon tax would be good	1
nuico	
Rates	
Total	2
make real changes	1
Climate change is the biggest threat to mankind There is nothing that matters more than climate change. We have the information to	1
Climate shange is the biggest threat to mappind	1
Importance of climate change	
Total	6
The other Councils should join together to fight against climate change	1
The local Council should enforce policies to achieve climate action	1
use and protected the green wedge and retain green space and listen to residents and not businesses	1
Nillumbik Council should drive for clean air, reducing smoke pollution and reduce chemical	
generations	1
I think it's part of what Council should do. The need to invest in this for the future	*
Council should do something	1
All the Councils should collectively focus and solve the problem of climate change	1

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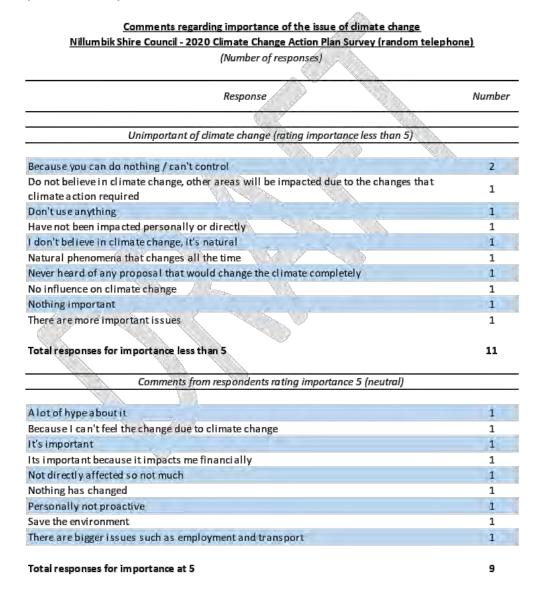
Email survey would be better since it could be done at our convenient time	1
Future surveys include climate change and stop eating meat	1
Need to reduce the size of the survey and needs to be more concise, stop asking the same question in different ways	1
Survey should be structured better	1
The questions are really stupid	1
The survey is such a generic question and not specific	1
This survey has given me an opportunity think about many things which I did not consider before	1
Total	7
General positive	
Its great that Council is taking interest in climate change	3
All good	2
I believe that Council is doing good	2
Glad to have done this	1
I think people should do survey more and it's very good. Thank you for providing this opportunity and thank you for the effort	1
Total	9
Other	
Climate change should be done by highly populated countries like China, India, and US	1
It's very expensive or else I would love to do all the things you mentioned	1
Reduce domestic violence	1
The housing development building in wildlife territory	1
Total	4
Total	59



# Appendix One – verbatim reasons why climate change is important / unimportant

The following tables outline the verbatim responses received from respondents to both the random telephone and self-selected online survey respondents to question three of the survey.

This question asks the reasons why respondents rated the issue of climate change as important or unimportant.





### The reasons why dimate change is important / unimportant Nillumbik Shire Council - 2020 Climate Action Plan Survey (random telephone) (Number of responses)

Response	Number
Importance of climate change (rating importance 6 or more)	
Impact on earth / planet	
Norman Frankland and the France	-
Caring for the earth and its future	2
Future of planet	2
Save our planet, very important	2
Ne all are living in one planet and we need to preserve it	2
Because its affects the future of the planet. And its quite evident from recent bushfires	1
Don't want to see the planet destroyed	
Farth is degrading	1
f we blow up our planet it will affect us f we don't care about the planet we can't live for longer	_
t we don't care about the planet we can't live for longer ts damaging the planet	1
Need to fix the planet. We are aware of that	1
We are concerned about how climate change is effecting the earth and sustainability of life We have exploited earth way too much	1
Without averting climate disaster we would extinct the planet	1
Hot / extreme weather	
Hot / extreme weather	
Hot weather	4
extreme temperatures	3
Harsh weather conditions	2
Climate is aggressive	1
Slobal warming, believe science	1
lave been personally impacted by the extreme weather conditions	1
t's extremely hot in house and use a lot of water	1
The whole planet is going hotter and hotter	1
Bushfire	
N I. B	30
Bushfires	16
Bushfire prone area	2
Because we live near bush area and get fire every time Bushfire area; need to be informed	1
Holiday house in bushfire region	1
and only in only in the location of the Mark 1	1
Seeing increase in bushfire activity Nork for organisations that are involved in climate change actions	1
Impact on energy supply / usage	
Electricity issues	1
Energy consumption	1
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# The reasons why climate change is important / unimportant Nillumbik Shire Council - 2020 Climate Action Plan Survey (random telephone)

(Number of responses)

Response	Number
Importance of climate change (rating importance 6 or more)	
Impact on environment	
Pollution	3
Because the environment we live in is a risk environment	1
Care for environment	1
Changes affect environment	1
Current environment	1
Deterioration of forests	1
Environment destruction	1
Have seen the impacts on the Barrier Reef	1
work in the mining sector and I know how dangerous the activities we are doing are to the environment	1
It's for the betterment of the environment	1
The damage of climate change to environment	1
The effects of climate change are evident on the environment and needs action	1
There is always more we can do with the environment	1
Impact on future / future generations	
Because it affects future of children / grandchildren	34
Affects the future greatly	6
For future generation, for them to have better living and healthy environment	4
Catastrophic impact in future	1
Extremely important to manage or there's no future	1
It is going to affect us in the long run in many ways	1
It is not deniable and will have a effect on our future generations	1
its going to effect us more and more unless we do something about it	1
long term future is in danger	1
Need to think of the future	1
Poor future ahead with current conditions	1
The damage of climate change to future of children	1
The generation yet to come have to pay the price for it	1
Weather / climate changes	
Weather changes	2
Effect of climate change	1
Massive changes in weather especially the fires	1
Weather conditions	1
Weather patterns are very extreme	1

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# <u>The reasons why dimate change is important / unimportant</u> <u>Nillum bik Shire Council - 2020 Climate Action Plan Survey (random telephone)</u>

(Number of responses)

	9
Major / important issue iffects everything ssues need to be address	
Effects everything ssues need to be address	
Effects everything ssues need to be address	
Issues need to be address We have to do something or we will be in great trouble	2
	3
we have to do something of we will be in Breat a ouble	3
Because of the impact / changes	2
General feeling	2
Trending	2
Heat affects disabled husband	1
Important but not too much	1
Its becoming uncomfortable	1
It's very new and crucial	1
There are very concerning things	1
Impact on the world / community	
Has affected	2
Because there is need to act quickly	1
Can see what's happening in the world and effect on future	1
Concerned	1
Concerned the state of health of the world	1
Condition is horrible for everybody	1
Directly important for community	1
If we don't do something its going to get worse	1
It's important to the whole world, affect everything nature works, things disappear	1
The damage of climate change to the household	1
The end of world situation	1
The world is falling down	1
The world is going to be destroyed if nothing is done about it	1
We are going to die if we don't look after it	1
Will kill us one day	1
Impact by humans	
Everything is spoiled because of us	1
Humans screwed up	1
Humans screwed up I believe that humans supported by capitalism has destroyed the planet	1
Reduced rainfall / drought	
Rainfall is hugely reducing	3
Droughts	1
Seen impact of drought on families	1
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# The reasons why dimate change is important / unimportant Nillum bik Shire Council - 2020 Climate Action Plan Survey (random telephone)

(Number of responses)

Response	Number
Importance of climate change (rating importance 6 or more)	
Economic impact	
ffecting bills	1
mpacts us financially and have kids	1
affects food production, livelihood	1
s going to impact on every area of life like food and human life	1
Impact on water supply / usage	
ry to do everything to reduce water usage	1
Other	
ecause can't modify some changes	1
ecause the green house, future education	1
an't sacrifice, gradual. Need government support	1
hange occurring	1
ion't know a lot about it	1
vidence that it effects	1
xtreme changes can't be handled	1
lave 14 year old and wife is quite into it	1
low its affecting normal people	1
live in bushland area. See the changes	1
npacts the daily living	1
s been overblown	1
's been there for years	1
's pretty cool that Council has 10 to make it difference	1
Aake things better	1
Aedia coverage, trending	1
lot very rapidly effecting us ad what's happening	1
ustainability is something we talk a lot and read about and need to do something about it	1
here are other important issues	1
a service in the service of the serv	Т
hings are changing, I am 83, when I was kids the environment was better, the cleanliness on ne street etc. it is very different now. At the moment, we are very conscious	1
Concerning and and the second s	4
hings need to be fixed	1
rending, adverse affects	1
ry to minimise the impacts and do our part	1
ery much about way of living	1
Ve do our best to the climate	1

Total responses for importance 6 or more

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# Comments regarding importance of the issue of climate change Nillumbik Shire Council - 2020 Climate Action Plan Survey (online)

(Number of responses)

Response

Number

# Unimportant of climate change (rating importance less than 5)

Climate change has been with us from the start of the world	2
It's a hoax	2
Because as a rural resident, we are doing everything possible	1
Because I am on a low income and cannot afford for Council or government to make living any more costly	1
Because I hate wasting money on things that cannot be changed unless China and India get on board. Australia is already doing a lot. Don't waste our money	1
Because I have seen climate change over my lifetime from one extreme to the other. If you look at history and ecology diggings for history, our world has always had changes. Both severe and moderate	1
Because there is nothing, we can do to stop it	1
Because until China starts acting what we do is irrelevant	1
China and India need to get on board first	1
Climate change is a natural process and humans contribute very little	1
Don't need to go overboard and change my land type from grazing to bush as part of offset program. I need to be able to clean up for bush fire preparation. Bush for is a way of life so we need to be prepared properly! I want to graze horses and use the land as I see fit.	1
From my time on earth, high school we were told we are coming out of an Ice Age, I have observed 10 to 15 year cycles. Some very hot consecutive years, after bush fires a run of wet years. Natural patterns recycling	1
I believe there is far too much fear mongering surrounding the issue	1
I get annoyed with the use of Climate Change as an interchangeable phrase to justify an agenda. Much like the word Biodiversity. You can't fix it by taxing people. The Council should make it free for all residents to dispose of green waste to reduce them burning it off.	1
It doesn't have a pressing or immediate impact on my life. It is of some minimal concern in the abstract, but the key concerns of mine are ones which have a practical impact on my life. For example, maintaining gainful employment and establishing myself financially.	1
It is hard to be interested when every local environment group slander those who do not believe their ideology. Why listen to apartment dwelling extremists who want to dictate what land owners can do without putting their money up and buying the land the so desperately want to protect	1
It is mostly due to natural processes. There are much more serious issues of pollution to be considered	1



# Nillumbik Shire Council – 2020 Climate Action Plan Survey

It would take far too long to list all the REAL-WORLD evidence that does not support the theory of dangerous climate change. I also find it frustrating that the argument has shifted from calling it global warming which remains the basis that underpins the 'dangerous' climate change theory. Given the globe has warmed to what amounts to be a rounding error (over the last 20 years) despite ever increasing carbon dioxide levels straight away suggests the link to carbon emissions and dangerous climate change is debunked. At the very least this would seriously cause concern as to the validity of the theory. I found it amazing how incurious so many so-called scientists are to this. So now we call it climate change because that sounds a lot easier to defend when you are a zealot to the religion. I mean who would not say they want a 'stable' climate. Those who say climate change - they are not referring to the everyday and decadal natural phenomenon of the climate changing. However, the zealots want to use that and call them deniers. The real science does not support any theory of dangerous climate change it global warming and then that will expose the complete lie to the argument	1
It's almost entirely due to natural cycles so nothing we do will have a significant influence	1
I've studied Environmental Philosophy (received the highest mark at Uni) and Environmental Education at a post-graduate level. I've read State of the World reports, and graphs, I understand the carbon cycle and the issues. I also have seen science showing relative stability. There are reputable scientists concerned about the climate narrative being inaccurately described and misused to invoke panic. I have no doubt the climate change narrative will be used to usher in economic and globalised changes planned by the World Economic Forum. Climate disaster will be used to justify further lockdowns, and the transfer of wealth and property from the middle class to dishonest organisations. I anticipate there will indeed be natural disasters. How much of these are driven by geoengineering, I can only guess. It is in public records that our government is using geoengineering and has done for decades	1
Many of the statistics and predictions seem to be manipulated or don't occur. Earth has had climate variations all through history	1
Natural process that has been beaten up for political gain. Studied rain records of local land holders and seen the patterns that emerge over 150 yrs. Not a Council issue	1
Nature can't be stopped. We just have to adapt to whatever it throws at us	1
One councils' actions on Nillumbik climate change will not have any impact	1
Rising temperatures create more instances of drought, fire risk and weather pattern changes. We live in a fire risk area	1
That's how I fee	1
The adverse effects of the climate changing will be minor, even in the long term	1
The climate is always changing. It is overrated by governments and departments, mainly to make money. Australian has a very small percentage of global emissions. We should be focusing on rebuilding our economy and providing for oncoming generations financial security - not focusing on a very small problem such as 'global warming'	1
The climate is continually changing, and it is beyond the control of human intervention. One single sunspot can change the climate of the entire earth more than 200 hundred years of human activity	1
The response to climate change has been exasperated by: (1) fighting against nuclear energy as a transitional source of energy; (2) Councils wasting MY rates on issues not relevant to them; (3) the socialist left believing they are assisting in the conversation but providing NO practical	1
solutions	
	1

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Attachments - 504

There are plenty of more important things for my household. Climate change is a matter for the federal government, not my household, or Council	1
We have always had drought, bushfire, and flooding. Its natural and not human made	1
We live very sustainably including the management of our land. Australia's contribution to climate change is negligible. The only concern is misdirected efforts to domestic issues when China, US, EU, India, Russia, Japan, Brazil, and Indonesia are the perpetrators. Stop interfering with our lives. Previous Council was doing more than enough specifically the Solar Projects which this Council seems to be usurping as their initiatives pg. 7 of Nillumbik News	1
Where we live and how we live has no impact on climate change whatsoever	1

#### Total responses for importance less than 5

38

#### Comments from respondents rating importance 5 (neutral)

Climate has always changed. We have a responsibility to minimise our impact and live sustainably	1
Complex issue especially now with many unemployed in Victoria due to COVID	1
Don't understand question	1
I believe there are more important issues ,such as the economy, unemployment, trade, and exports (especially finding more markets instead of relying on one main one like China), population numbers, social security, among others. That's not to say that climate is unimportant, but it is nowhere near the top of the list like the scaremongers would have us believe. We are making progress ,but not as fast as some would like, but we can't destroy everything else by doing the things others would have us do. I also firmly believe that several the so-called indicators of climate change are cyclical and regular occurring, e.g., the earth has been through a number of periods of warming and cooling over many thousands of years and will continue to do so in thousands of years to come. Just one case of that is the Yosemite Valley in California. That valley was carved out by a glacier some 50,000 years or more ago, but that glacier has retreated through warming and is now a few thousand years ago and isn't even in America any more.	1
I query how affective a council Climate Action Plan would realistically be in having a meaningful impact. Is it more a feelgood exercise?	1
I think the focus should NOT be on climate cha	1
If I am restricted in protecting my house from bushfire it affects me. If someone who has no understanding of living on large properties with no services apart from electricity tell me I must abandon my property because he does not want me living in the green wedge it affects me.	1
t affects us all, but while this household has solar power, a low-energy design, no humans who eat meat, etc, the whole world, including the big emitters such as China, must act not just talk, and we can adjust to bad effects as have done throughout history	1
My partner is less concerned	1
leed to make some changes but not recklessly and at massive cost	1
The expectation of households and local councils to fix this is unrealistic when big business and packaging need changing. It's taking the piss to have TVs in servo pumps and lights on everywhere, if business isn't serious, we're stuffed	1
While agreeing this an important issue I believe there are more immediate response to mental nealth and society issues post the COVID lockdown that take immediate priority	1
Why are Councils wasting their rate payer's money on ridiculous surveys that have no bearing on what you do for us people that pay your rates	1

Total responses for importance at 5

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# <u>Comments regarding importance of the issue of climate change</u> <u>Nillumbik Shire Council - 2020 Climate Action Plan Survey (online)</u>

(Number of responses)

Response	Number
Importance of climate change (rating importance 6 or more)	
Bushfire	
Because as a young person if we don't do something about climate change literally right now then by the time, I'm 30 and able to be in positions of power, according to current scientific data, it will be too late to start acting on climate change as we will have surpassed multiple tipping points and lose control over the climate as warming becomes out of our hands and weather patterns become more and more extreme. Already, the fact that each year is a new record-breaking year for heat, is causing me significant issues due to my disability that gets worse in the heat. The worsening bushfires and storms are also extremely dangerous for my asthma as I spent last summer coughing up blood my attacks got so bad. We were also terrified when during the Greensborough fires I had been left alone unable to drive with my 9 year old sister by coincidence and was having to prepare to potentially evacuate for the first time in my living memory	1
Because I live in the most bushfire prone place in the world and current policy focuses on reducing emissions (I am a net contributor to reducing emissions by a long way) not safetyif	1
Bushfires filling our cities with smoke, climate refugees increasing wild storms and floods. This is beginning to become the norm, and this not only seriously impacts our quality of life but the poor animals who had no role in this are now so affected. I think COVID has shown how the economy is not the most important thing. And I hope people will start voting with more sense because you cannot have an economy without stability. So, tackling climate change must be our number one priority being able to have an economy is just a luxury after that	1
Climate change is leading to hotter, more dangerous summers (bushfires), and has the potential to cause serious food stability problems	1
Climate change poses an existential threat to human life on earth. From a personal perspective we keep animals which are at severe risk during heatwave events. Bushfires and severe weather events pose a safety risk to our household	ì
I have children. Why would I want them to grow up in a world where they are flooded by melting icecaps and have to fear devastating bushfires every year. Why would anybody want that?	1
I have grandchildren and I want them to have a stable healthy world to live in. I worry for island populations. I have seen the change in weather, heat, bushfires, and my garden here in Nillumbik over 35 years living here	1
Increased risk of bushfire	1
It effects every aspect of life, from rainwater, food availability, bushfires, and liveability factors	1
It is increasingly impacting on the severity of bushfires and droughts, water supply & therefore cost of food production, growing your own food and gardening. Also, the cost of bushfires and drought are carried by the public through higher insurance and government assistance to affected members of the public, meaning there is less public money for other services. Also, just look at the impact of last summer's fires on the environment and wildlife	1



The effects of 2-4 degrees of warming could make life in Nillumbik much more dangerous to the health of me and my family (more frequent bushfire, poor air quality, dangerous temperatures)	1
The future of the globe depends on action. Extreme bushfires, drought and pollution will continue unabated if nothing is done.	1
The predicted change in temperature will impact all life on earth. The negative impacts can already be seen - bushfires, coral dying on the reef.	1
The risk of fire is ever present here in Nillumbik. The summers keep getting hotter and as summer approaches we become more aware of the ever-present heat and threat of prolonged drought. This year may be forecast to be different but it is only one year in many	1
We all need to act locally to impact both locally and globally. There is a lot at stake in our Shire. The frequency and ferocity of bushfire is a clear impact. Also, the changes in weather patterns affecting rainfall causing drought and flooding. The list goes on	1
We are already living with the effects of a rapidly changing climate, our home is more prone to bushfires, and things will only get worse for our children's generation if we don't act now to mitigate our emissions	1
We live in a high bushfire risk area. My grandchildren deserve a comfortable climate through their lives	1
We seem to be particularly good at destroying things. Changes in climate will have a direct impact on us as we live in a bushfire prone area which continues to dry out and be subjected to increasingly severe weather events	1

#### Total

#### Hot / extreme weather

Affects our primary producers and produces bad weather events 1 Because it is endangering animal and human lives and our environment, bringing about climate extremes causing extreme fires, flooding, typhoons, hurricanes, and other natural disasters. It means extreme heat conditions Leading to extinctions of animals and vegetation well beyond 1 the speed and quantity of past evolution. I fear for the well-being and future of my children and grandchildren. I want them to have continuity and safety Because we already suffer from intense climate events like worse fire and flooding now, and further warming will decrease the quality of life in many parts of Australia. Scott Morrison might think it is possible to 'adapt' but anyone who experienced the smoke hundreds of 1 kilometres away from the fires, inside of their houses due to the poor insulation of most houses here knows this is an illusion. Farmers are experiencing already problems with drought. We need to minimise CO2 emissions now Concerned about extreme weather events and how that is affecting the whole world. Also, 1 extinction of species due the rising sea levels and increased temperatures Evidence of fires, floods, storms drastically increasing causing devastation to both humans and wildlife. Temperatures rising, oceans rising - do I need to say anymore? Clearing of land 1 upsetting water table Potential for increased fire, flood, drought, etc. Equally, potential for panic and poor policy 1 Rise and CO2 and accompanying change in climate which began in 1820 with the fossil fuel age is now the biggest existential crisis to face humanity in the history of the species. Without 1 radical efforts we most likely we will be extinct within 100 years Rising temperature will make it difficult to grow all varieties of food, maintain the natural 1 environment & green spaces, afford to cool our homes, spend time outside Rising temperatures and the associated increase in severe weather threatens our very existence. 1 I fear for my granddaughter's future over the next 50 years Science has been telling us for a long time what we are beginning to see with extreme weather events. In 2020, the record temperature of 38 degrees Celsius was recorded inside the arctic 1 circle in Siberia. Do we need more evidence?

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The emerging disasters make this a critical time for the survival of humanity	1
The increasing heat in earth's atmosphere is and will continue to create catastrophic events - including fires and extreme weather. If we do not change the way we are destroying the natural world, these disastrous episodes will make life unbearable for living creatures, including man. Time is ticking	1
The over-population of the planet, deforestation, over-use of fossil fuels is causing increasing frequency and severity of drought, the earlier and steadily worsening fire seasons	1
There is an increase of extreme weather events worldwide that needs to be addressed and plans instituted to deal with the ramifications	1
Very concerned that we will experience higher rates of storms and floods and fires. Worried for children's future	1
We are concerned for the impact on biodiversity, for the likely increase in fire danger, and for the future of our grandchildren and all species	1
We can't survive with ever increasing temperatures, more devastating weather, and environmental destruction	1
We have experienced the very hot summers	1
We live it - less rainfall, higher temps, increased fire danger	1
With average temperature increases of up to 14 degrees, some places will become uninhabitable. With changed weather conditions, reliable rainfall will be altered. There are going to be climate refugees and increased extreme weather events meaning more catastrophic fires in Nillumbik	1
With warming temperatures on land and sea there is greater risk of bush fires, extreme weather events and flooding	1

Total

Weather / climate changes

Anthropogenic climate change is an existential threat to us all. People, industries (eg farming), native animals and entire ecosystems are already suffering from its effects - drought, heat, fire, cyclones. 3 billion native animals burnt to death or choked to death by smoke or driven from their homes to likely starvation. My daughters in their twenties long for a family of their own but are struggling with the ethics of bringing children into what may be a terrible world in their lifetimes. Yes, you could say we consider climate change important	1
Because if not controlled, climate change threatens all life on earth	1
Because the effects of climate change are impacting us now - extreme weather events, increased temperatures, and scientific evidence suggests if we don't act now, the consequences will be felt by us and our children	1
Climate always changes. And the Grand Solar Minimum/Maximum has a great effect on the weather	1
Climate change impacts the production of food and diversity of life; how we behave in everyday activities (purchasing; travelling; consumption of resources; sustainable choices) can contribute to the problem or reduce our contribution to the problem	1
Climate change is an existential crisis threatening our lives and livelihoods. It affects everything	1
Climate change is causing significant changes to environmental and ecological processes, creating significant changes in weather patterns and related disasters, and creating uncertainty and anxiety for many people about their futures	1
Climate change is important to every household, and every person. It has a day-to-day impact on our lives and will only continue to have an impact (at an increasing rate) on our lives	1



Climate change on the weather systems may turn Melbourne into a tropical climate including storms and heat waves, the change to nature also is apparent and the killing of natural vegetation and animals/insects is increasing all the time, ozone is depleting more than we can cope with	1
Directly impacted by increased severe weather anomalies, drought, and water restrictions, damaging effect on native flora and fauna, food production and farming affected.	1
Existential issue. Threatens our very existence, as well as increasing severe weather issues, change climate etc.	1
Extreme weather conditions impact on ocean marine life, wildlife, farming/food produce and increasing temperature is burning up the planet we are living on, the consequences are dire for long term human existence. Concerned about further generations & impact on lifestyles.	1
Human induced climate change is accelerating and even though a lot is being done; on balance, not enough is being done. We are facing 3 degrees of warming by the end of this century if we continue as we are. We face an existential crisis and a mass extinction. Our grandchildren will be living in a hostile world where extreme climate events are becoming the norm. A very frightening thought	1
I am a scientist and well informed on this topic. I am incredibly concerned about the future of our climate and impact of extreme weather events	1
I can see the impact of climate change on our weather, environment and increased natural disasters every year. I see how we as humans are contributing with our use and discard attitude, draining the planet of its resources. I want my children and grandchildren to be able to enjoy this beautiful planet and thus we must slow down its destruction	1
I consider climate change is the most crucial issue facing the planet at this present time. Failure to adequately act on this issue jeopardises the survival of large numbers of living organisms, including humans. Urgent action is needed to reduce GHG emissions immediately to prevent irreversible climate consequences	1
I have a masters in Disaster, Design and Development the link between environmental decline and social collapse are more fragile than we would like to think. The greatest threat we face is the catastrophic effects of climate collapse. All life hinges on our actions today so we don't have to deal with the devastating consequences tomorrow	1
If the world's emissions continue rising on current trends, we will experience catastrophic climate impacts such as more frequent extreme weather events and increasing temperatures incompatible with human civilisation within our children's lifetimes.	1
It is the single most defining issue of our generation and will define generations to come. We are at the tipping point and some say beyond it. Climate change and sustainability if not dealt with will lead to an extinction event. It is important that we as a species acknowledge this and take accelerated steps to avert it	1
It is vital to contain global warming!	1
It's impacting our way of life. More extreme weather events, impact on biodiversity, the need to adapt & change the way we use carbon emitting activities	1
Life as we know it will be destroyed unless we prevent extreme climate change from happening. That means that global carbon emissions need to start dropping now and to reach zero emissions ASAP	1
Tackling the issue of climate	1
The arid heat from the north prior to Black Saturday was the most severe I have experienced. Bushfires are part of our environmental history and our vegetation has by evolution adapted to respond to fire. Human habitation in dense bushland areas should not be encouraged. Human existence impacts and changes the environment. The knee jerk reaction of removing undergrowth and cutting down trees only contributes to climate change	1

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# Nillumbik Shire Council – 2020 Climate Action Plan Survey

The science and extreme weather events over the past 10 plus years is evidence of climate change	1
The world as we know it is changing for the worse because of the effects of climate change and we need to act now	1
We only have one environment and world. Climate change as a priority at every level of government over the last few decades (particularly federal where you'd expect guidance for the bigger picture policy decisions and direction) has been grossly underwhelming. Climate change is a long-term problem which will greatly impact those most vulnerable in society who don't necessarily have the biggest voice. Bold and big picture thinking for something which lacks short term gain doesn't fit nicely into a 4 year election cycle	1
We think about our actions with climate change in mind	1
We've already reached 1 degree warming which means we'll see more extreme weather including bush fire risk in Nillumbik. We need to make sure we don't make it any worse and adapt to the harm we have caused	1

29

Total

# Impact on earth / planet

A trajectory towards an uninhabitable planet is unacceptable	1
Because every living thing/ecosystem will be impacted by rising temperatures caused by climate change. Leading to loss of species, habitat & food sources	1
Because I am a human being and our planet and all life forms on it will experience horrendous changes in the next few decades because of climate change and the inaction by governments to REALLY do anything about it.	1
Because if nothing is done now it will ruin the planet for future generations	1
Because if nothing is done, our planet will be irreparably impacted (as will our species, and the species on earth)	1
Because if we don't do anything now the planet won't be liveable in a couple of hundred years	1
Because it affects the future of our planet and humankind	1
Because it is a matter of survival. If we allow its impacts to go too far, we may face a world where we don't have enough clean air, or fresh water to live. The natural world as we know it could disappear in this century	1
Because I believe the science which says if we don't act strongly on climate change in the next decade, we will see a warming of the planet that will destroy the environment, many people through extreme weather and many animals	1
Because the earth's natural resources are being depleted at an unsustainable rate and have been for many years. If we don't all act immediately with broad shifts in how we live and consume, the earth will cease to exist as we know it	1
Because the risks presented by climate change impact on every aspect of life on this planet	1
Because the survival of our species and thousands upon thousands of other species depend on the climate's stability. Because most of our wild	1
Because the whole biosphere faces an existential threat to its viable survival in its current form	1
Because the whole planet is in trouble and it affects my family every single day	1



Because this is an issue affecting the whole planet, created by humans, and unless we do our utmost to reverse these effects, Mother Nature will step in and wipe out the threat herself	ì
Because we believe in the earth as a place for all species and we love and appreciate natural places both for the diversity of life they support and for the aesthetic qualities which give so much back to us as human beings	1
Because we live on this planet. Just as you would keep your house clean and well maintained, you need to do the same for the planet	1
Climate change affects everyone. Warming will impact ice caps, sea levels, habitable land, and biodiversity. It will affect the need for and availability of water, agriculture and food supply chains, and demand for power. It will lead to extinction of species as habitats change, and these changes and/or destruction of habitats will lead to loss of income derived from tourism e.g. Great Barrier Reef, from farming and food production, and loss of low-lying land such as the Maldives leading to climate refugees seeking a new home. Lifestyles will change (they have already in my 50-odd years), and this is accelerating at an alarming pace	1
Climate change effects the world my children and grandchildren exist in the entire eco system	1
Climate Change is about the planet, it is about saving the planet because the planet is warming rapidly due to it and if it keeps warming all living things will die	1
I have witnessed climate change for many decades, the effect on nature and ecological collapse. I've moved to a new house several times due to nature collapsing around me, farmers polluting the land, toxic spraying practices, logging of forests and water ways drying out. I feel despair at unstoppable destruction and the fall out of ongoing fossil fuel extraction. It's affecting me emotionally, physically, and spiritually. Now I know why I never wanted to have children and I'm glad I didn't	1
If not addressed the planet will be uninhabitable	1
If you value all forms of life, then you must care about climate change. Life on earth will become hostile for living creatures in the future if we don't act. Living creatures are already suffering and biodiversity is under threat. Nature gives people life and so much pleasure. It needs to be our number one priority	1
In short, the sustainability of human life is at stake and we have a debt to the planet for all the destruction we have caused	1
It directly and indirectly affects the planet, the country, the state, the local council area, and each individual property, together with each family and individual who lives here	1
It endangers all life forms on this earth and condemns them including humans, to a premature exit	1
It is important to manage the health of our planet	1
It's a threat to the existence of our species and the planetary systems we depend on	1
It's important to all humans and species that live on this earth	1
Life only exists with a healthy environment to live in	1
Our household is aware of the current, peer-reviewed science on climate breakdown and know that it is the biggest threat facing all of us - all of humanity. We want our home country and the world to be safe and liveable, which it is not under increasing global warming impacts. We value a safe and liveable earth for future generations and our ecosystems. Climate action is the number one deciding factor of our voting in all elections	1
Our peace of mind is affected knowing that so many species have become extinct and getting extinct daily	1
Responsible global citizenship. Witnessing devastating impacts locally regionally and globally. Not just human impact; also, the natural world	1
The consequences for life on earth are too serious to ignore	1
The continuing survival of our world, humans, animals, insects, and all living entities in our oceans, depends on this recognition and worldwide work towards its mitigation	1
	1

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# Nillumbik Shire Council – 2020 Climate Action Plan Survey

The effects of anthropogenic global warming are threatening all forms of life on the planet. We should consider the environmental impact of every decision we make	1
The planet is dying slowly. Mainly because of the greed by human and non-caring attitude about all the civilisation that live on the planet. We are continually acting as if we are the only ones on the planet degrading and destroying on a minute basis	1
The planet is warming. The fuel use is increasing. The use of solar and wind power is yet to be used well	1
The science indicated very serious consequences for human beings and for the natural world and its species if climate change can proceed unchecked	1
This world it too beautiful to destroy. The path to economic prosperity for Australia coincides with our action on climate change	1
We need to ensure this planet remains liveable. Curbing the effects of climate change is essential to life on earth	1
We need to look after the planet so as not to disturb all the interdependent ecosystems that we all rely on	1
We only have one planet, need to look after this one or we will no longer have a place to live	1
Without a healthy earth, without clear skies and pure running water, without the myriad lifeforms (Including humans) on this wondrous planet, what is there?	1
Without drastic action to cut our Co2 emissions our planet is headed for an average increase of between 3-5 degrees Celsius - it will cause ecological collapse in large parts of the world; human and animal life will not be sustained in the equatorial zones and in large parts of the world including northern Australia. There will be food insecurity, water insecurity, massive numbers of climate refugees flooding our shores from the north of Australia, civil unrest from all the above. You only need to read the Defence report about the risks of climate inaction to know that our governments around Australia know this is a huge risk, yet the devastation caused by it is happening on their watch	1

Total

Impact on environment

46

11

Because it is a major factor in the loss of our plant and animal biodiversity and degradation of our natural environment	1
Because it is having a huge detrimental impact on our environment which is having and will increasingly have a huge detrimental impact on our way of life	1
I am concerned for the environment, the change in our weather and the legacy we leave our children	1
I am deeply concerned that there will be a domino effect and our ecological system will start to collapse irreversibly. In the meantime, we are losing diversity more and more quickly e.g., insects	1
Increased environmental destruction in shire and clearing of vegetation	1
It will impact all ecosystems on the planet, in most cases negatively	1
Its impact on the environment we depend on to sustain us	1
It's obvious - our ecosystem is falling apart	1
Need to do more to secure our environment, or we'll be living in a grey, unhealthy and mentally (unhealthy) place: it's important because we can make a small change and they add up	1
The environment is rapidly degrading, with native animals become endangered and water polluted. We need a balanced climate to ensure the survival of the planet	1
The existing natural environment is important (crucial) to the sustainability of our existence. Climate change threatens the environment and consequently, the wellbeing of future generations	1

Total

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Economic impact	
Costs and materials are prohibitive. Not supported by government and market products and services. Needs to be changed by federal government and world. Local Council is already too expensive	1
Over reaction to climate change is adding costs and restrictions on how we live. If the climate is changing, we must learn how to manage it as much as trying to slow/stop it	1

#### Total

# Impact on future / future generations

Concern for future generations, especially our kids and grandchildren	5
A changing climate has the potential to bring about extinction of species, destruction of habitat, increased competition for scarce water resources among other catastrophic events not only for us but for future generations	1
Any work we do on environmental improvement will be overshadowed with negative changes it the medium future unless our trajectory can be reversed. Every small bit helps	1
At best we can mitigate the effects, we must address this threat to the planet and our future generations	1
Based on scientific research and the speed at which change is occurring - although change has happened in the past, the increase in CO2 levels and temperature is occurring at an unprecedented rate. All my family, and especially the children are extremely concerned for their future wellbeing	1
Because I am aware that if we don't do something to try and stop it now the Earth will not be a nice place to live in about 20-30 years' time. This makes us concerned for our kids	1
Because I don't want the Earth to become unbearable or uninhabitable with more fires, longer fire seasons, floods, and rising temperatures. The future of humanity depends upon things being done about it right now like stopping fossil fuel use	1
Because I'd like to leave my children a world that is habitable	1
Because our planet is our survival - we need to think of future generations but also other living things and how they support us	1
Because without action there will be no future for humans	1
Because without decisive action on Climate Change, there is no tomorrow - at least for our children's children!	1
Biggest threat facing us and future generations	1
Clean air, water, soil for future generations. Millions of dollars spent on possible Mars travel, PLEASE make our beautiful planet our priority for all species. Now is the time to act, not next year not in ten years. Money, profits, are irrelevant	1
Cleaner air, earth, and oceans. Restore animal habits and combat animal extinction. We need a world that future generations can survive in and action on a large scale needs to happen now.	1
Climate change is the most important issue facing the world it affects our children's future	1
Climate change means a bleak and uncertain future for my children, with severe weather conditions meaning future generations have heightened basic safety issues	1
Climate change will directly and fundamentally affect our future and our kids' futures. It is the largest area of concern for me	1
Climate Change, and how we choose to respond to it, will decide our very future as a species - you can't get much more important than that	1
Current rate of change will cause discomfort and conflict in 50 years	1
Ensuring a safe planet for future generations	1

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Nillumbik Shire Council – 2020 Climate Action Plan Survey

vidence is sufficient that we need to address human input for the sake of future generations njoying the planet	1
or the future of the planet. Our food sources and resources	1
rom my education I know how serious the issues are. For my children and the natural	1
uture of earth and our existence	1
How we react to climate change now will determine the very future existence of life on our planet. We are running this insane experiment of seeing how much hydrocarbons we can pull but from deep under the ground and add to our atmosphere before our planet boils up not to mention the huge loss in biodiversity and the constant destruction of forests and natural habitat	1
am a scientist who understands this intimately. It is the biggest threat to our future quality of ife. It already strongly impacts quality of life and health. Scientific solutions are available and like the sudden flurry of investment into virus research) a little investment in the science and in urning science into policy can bring great benefit. Also, as a camper/ hiker/ surfer I believe we need to better preserve and value our natural environment. Extinctions need to stop	1
am in my eighties and am very concerned about the world I am passing onto my grandchildren and great grandchildren. I would like them to know the beautiful world as I have	1
care about my future and the one of future generations; rapid rise in temperatures will lead to collapse of ecosystem services and lead to global, human misery and wars over natural esources. The planet might become uninhabitable for humans	1
have 4 children	1
have a 9-year-old, aside from wanting to visit one set of Grandparents in QLD and swim on the eef, and the other set in the UK who could be washed away - what world are we leaving behind?	1
have a young child; I want the world to be a decent place to live when he is older	1
have been concerned for years and in recent years with the extreme weather occurrences this has amplified my concerns. I have adult children who ask what sort of future they have nherited	1
want a clean bright future for the generations to come. We cannot leave them a legacy of an rrevocably damaged planet. We need to act now	1
would like future generations to enjoy living in a world with healthy natural environments, liverse species, and less traumatic weather events. I believe that the most vulnerable people/nations will be the earliest victims of climate change	1
f humanity wish to have a viable future, we need to massively reduce emissions immediately and adopt sustainable energy resources. There is no time to waste	1
f we don't do something real, my kids and grandkids will end up fried by global warming leaving ust the cockroaches to feast on their bodies. GET THE IDEA	1
f we don't stop climate change ASAP, there will be massive disruption on earth ending ivilisations as we know them	1
m 59 and feel my generation is failing our grandchildren	1
n the next 20-40 years climate change will be the cause of the biggest changes that my family and I will ever experience.	1
t affects all of us, particularly my children	1
t is the future of the entire world at stake, not much can be bigger	1
t will affect many aspects of life in the future	1
t will affect the future of my children, their children and so on due to rising temps, increase in extreme weather and natural disasters. Destroying biodiversity, causing mass extinction in the name of progress and development, soon global pandemics such as COVID-19 will be all too	1
ommon. My children are quite depressed and not very hopeful of change, it breaks my heart.	

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It's about the future of life on Earth	1
My partner and I are environmental scientists with two young kids and are passionate about	
reducing our impact on the planet and doing everything we can to provide a bright future for	1
our kids. We are passionate naturalists and nature lovers and what to see the natural values of	1
the planet retained for our children to enjoy	
No future without water or safe summers	1
Nothing will have a larger impact on our generation's future	1
Our children need to inherit a world worth living in	1
Our family's wellbeing depends on the actions we take today to mitigate climate change	1
Our future could be in jeopardy	1
Our lack of respect for the planet is killing it species by species. My grandchildren are on the hit	
list	1
Over the last few decades there have been more and more disastrous fires, floods, extremely	
hot days, and diseases contributing to human and animal deaths in our country. We are very	1
concerned and fearful for our children and grandchildren's future	-
Survival of humanity, indeed most forms of life, depend upon arresting the atmospheric changes	
that have accumulated since the industrial revolution	1
The climate crisis is an existential threat to human civilisation. If it's not brought under control,	
there's no future for any of us. Nothing else is as important as that	1
The current experiences, and future of all creatures on the planet, including our children are	1
affected with greater inequalities being created between species, and between people	
The fate of the human species lies in action to mitigate the risks of climate change	1
The future liveability of the planet for most species is at stake	1
The future of life on this planet is at stake	1
The future of our planet and its inhabitants depends on everyone dealing with Climate Change.	
The ones who have the most power to make the changes are governments	1
The profound long-term effects of climate change will pair the way we live, our economy, our	
livelihoods, and our health, for generations to come. The 2019-20 fires were just a sample of	1
what is to come	
The quality of our children's future depends on us acting to stop climate change now	1
The science confirms that our planet is rapidly heading for disaster. We cannot let this happen,	
for the planet, for our children, for the future	1
The science is consistent and clear that climate change will have a catastrophic impact on the	
survival of the human species	1
The world is currently facing a climate emergency which could destroy the natural world and our	
way of life for future generations. This issue will ultimately become much more important than	1
the COVID-19 virus has been	
This is the biggest issue that will affect the lives and wellbeing of our children. We have a moral	-
obligation to act urgently now	1
To ensure healthy life and planet for future generations	1
To preserve what we have for future generations	1
Two words - existential threat. The future for our children will be a harsh one indeed if we do	
not tackle climate change, a phenomenon that daily increases in severity. Action now will be	1
more effective than delaying until it is too late!	
We are a young family, as parents we have seen massive changes to the climate and are	_
concerned of the climate/environment our children will be left with	1
We are concerned about the world our grandchildren will have to live in, it is worrying	1
We are concerned about our child's future in this world. The current trajectory humanity is on is	-
unsustainable and we only have 1 earth. We have personally witnessed the damage climate	
change has had on a variety of natural habitats and we want to prevent further damage so that	1

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We are making the world inhabitable and we need to address this for future generations	1
We are responsible for our generations impact for future generations, and so I want to leave the planet in a better situation than when I was born and that is currently not the case	1
We believe that humans need to immediately implement solutions to reverse the man-made practices that are accelerating climate change. If we fail to do so humans will not be able adapt fast enough to live on this earth	1
We have a duty of care to look after our environment for future generations. We are not owners of our world to exploit it for our own short lives	1
We have three children and their future, plus that of the natural world, is very important to us	1
We need to save our planet for the future generations, our kids, their kids, etc. etc.	1
We only have one future	1
We want to leave the world a better place than the one we inherited but climate change will result in a much poorer and dangerous world for our grandchildren	1
Will there be a safe world for our children, grandchildren and great grandchildren to live in?	1
Would like to leave a robust planet for future generations	1
Would like to save green space for future generations	1

Total

Total

87

# General impact

It is an important global issue	2
As a farmer it has huge impact on our life	1
Consequences of inaction are very serious for everyone	1
Except for the immediate health and safety of my family it is the most important issue there is	1
Has huge environmental, economic and health issues	1
	1
If we can't breathe, we can't live	1
If we don't have meaningful action on the climate emergency immediately, we'll all suffer a long and exceedingly dry summer, extreme weather events, food shortages, and all the other stuff that we're warned of and would require a many more pages to go into the exact details	1
Immediate action is necessary to mitigate the damage already done. There will be catastrophic impacts if we don't all do our bit	1
It affects everything - now, and in the future	1
It impacts everything	1
It is important but not all consuming. Other aspects of life count as well	1
It is the issue of our times	1
It will affect every aspect of our lives and dramatically reduce our standard of living if it is not stopped. I have read a lot. We are all in danger. There is no time to lose. I worry about it every day. Yet if all levels of government act to capacity we have some hope, and there are so many opportunities for innovation	1
It will impact on every aspect of our life. what is more important than life	1
It's an urgent issue for everyone!	1
The consequences of slow responses and little action to prevent climate change are huge and very real. This is a devastating event with not enough being done to prevent it	1

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Impact by humans	
Because I think households are more minor contributors to climate change, but we do our best to contribute to minimising our carbon footprint where possible	ì
Collectively we need to stop the impacts that is causing climate change to ensure the sustained and healthy future of all species on earth. Major policy and changes must start now	1
Humans have totally disrupted the natural living rhythm of the earth, and destroying the very elements that make life on earth possible, such as trees	ì
Our country has suffered from government inaction and it is humankind that must take responsibility for our environment	1
Pollution, excessive use of solid fuels creating emissions, unsustainable population levels requiring huge resources, cutting down forests, fossil fuel use, all caused by humans	1
The heating of the atmosphere presently is due to humans burning fossil fuels. This is happening at an ever-increasing rate, far too quickly for the natural world to adapt	1
Humanity is heading toward a frightening future and we need to heal the planet and our mindset. COVID has shown that we are willing to go along with drastic actions to protect lives and we need similar actions to protect the planet which we all are dependent upon.	1
The price of population growth and prosperity	1
We understand the human impact on the environment, so we take steps to reduce our impact and support companies and initiatives that do the same	1

Total

9

Impact on the world / community

Because of climate change, we are making the planet unliveable. What is more important than life?	1
Because it is beginning to affect all aspects of our lives including higher fire risk, health issues and mortality increases due to more extreme weather, lower rainfall, and less productive farming. I don't want my children and grandchildren to live in an inhospitable world	1
Because it is impacting upon people already and it will continue to do so under current government. Australia can be a world leader in mitigating climate change, but we are instead leading in fossil fuel exploitation	1
Because it poses a risk to our health, safety, and opportunities in the near and more distant future	1
Because it seriously threatens the world as we know it, and we've been sitting on our hands too long already	1
Because it threatens life and will create big problems for society	1
Because it's having an impact on the way we live	1
Climate change will impact all areas of our lives in the future. Now it's the small personal changes we make at home that can make an impact, as our council's and governments are not making climate change a priority	1
Effects increasingly and inescapably self-evident at the personal, community, regional, national, and international scales	1
Effects of climate change are already being seen worldwide. In future we will continue to see greater changes to our environment, and if nothing is done, we are potentially facing a future of average global temperatures increasing by 5 degrees. This will impact our local community with increased fire risk, and increasing the length and frequency of severe weather events such as drought	1

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It is an urgent existential threat to humanity and many other species. It is killing people now and will kill millions more even if we avoid the worst. On present trends Nillumbik will be uninhabitable by the middle of the century.	1
It is not a matter of 'believing'; it's whether one understands climate science. The issue of climate change should not be a political one, nor focused on an individual's experience. It will continue to affect our entire community - I hope Council harnesses the unique opportunity it has to contribute to meaningful change	1
It will affect every person, regardless of where they live and if it isn't stopped it will become an irreversible catastrophe	1
It will impact life on earth. Getting there will be horrible, from fires as we've seen but worse, to political upheaval and wars	1
It's a global problem that has already disrupted communities, killed many thousands of people worldwide, and threatens every person on the planet right now	1
It's an existential threat to humanity. Past forecasts of warming have consistently underestimated the speed of warming, so the threat is more imminent than generally suggested	1
The rapidly changing climate is directly affecting my lifestyle and my safety. It is also affecting those in more vulnerable situations than I.	1
The social justice and health issues that have and will arise from human initiated climate change are extremely serious. There's enough medical evidence already to suggest that diseases such as Guilian Barre syndrome and Zika are linked to climate change	1
This is the fundamental challenge facing our global society. Without a resilient natural system, we have no capacity to support our people and other species we live with	1
Unless we transition from fossil fuel use within 10 years, we will all die	1
We are distinctly aware that there is no future in a world where human civilisation collapses (after biodiversity disappears, the resulting collapse of the agriculture sector, and consequent mass starvation and climate refugee displacement)	1
We must act, or it is the end of life as we know it	1
We need a world we can live in	1

23

Other

Total

1 sceptic and 1 believer	1
3 of us are 100% on board, 1 older person not. She has minimal impact though	1
After last summer it is obvious that urgent action is needed. We have been warned for decades and fiddled round the edges pretending to take things seriously, but achieving very little	1
Because the rate that things are changing is frightening and Australia (AND NILLUMBIK ) aren't doing enough	1
Because we understand the situation well and are aware of how every little effort is required for the bigger change	1
Because we would like to keep a clean environment now and for future generations	1
Climate action is important, maintaining our green Shire is imperative for all our health. Shame government at all levels is slowly chipping away, chopping down trees for roads, no action on bike access, no real security for bike traffic, we've had a bike stolen at the Eltham Station in the last year. Council puts loads of effort into arts and pays lip service to climate	1
Climate Change will affect how we live, how we grow food, increase number and effects of natural disasters, change habitats, reduce biodiversity, eventually kill off coral reefs, fish, and crustaceans, etc.	1



# Nillumbik Shire Council – 2020 Climate Action Plan Survey

Council should be assisting ratepayers with any effort they wish to do, not dictate, and add rules before any state or federal government rules are made	1
Darn, it just did it again. Submitted the form before I had a chance to review it. Ease of navigation - 0/10	1
Dealing with the here and now	1
I am in my 70's, as a young teenager I first read about greenhouse gasses and then decided that this was not a good thing. Living in the UK we had a greenhouse and so knew then how warm that got and what could be grown out of season. This was not a positive effect for the world. For over 30 years now I have been involved with a Friends revegetation group in Eltham, when it first started, we planted in autumn and spring. Now for the last 8 years we have planted only in winter as the autumn rains are not reliable and planting anything past July/August does not enable the growth to be sufficiently mature to withstand the summer conditions. The numbers of frosty nights have also reduced to 1-2 time a year rather than 5-6. I have followed articles about the climate debate, written in a variety of sources and can understand the information	1
I believe we all have a part to play when facing the issue of Climate Change. In our household we try to do things that benefit our Carbon Footprint. We reduce waste by composting and recycling, and we have a I believe we all have a part to play when facing the issue of Climate Change. In our household we try to do things that benefit our Carbon Footprint. We reduce waste by composting and recycling and we have a plan to install solar panels on our roof	1
I can't believe that the effects of climate change are not top of any list regarding what must be dealt with worldwide	1
I care about the bush, native animals, beaches, our most important natural resource - water AND the fact that our current leadership in Australia appear not to be based on continued investment in dirty energy, cotton farming, failing to protect our waterways, fracking etc.	1
I have been watching the climate change for the past 20 years. I find it very frightening that very little has been done about it. I would like a future where my grandchildren live on this planet that is sustainable and not taking from this fragile planet. No to coal and nuclear energy. I have watched the waterways dry up, bushfires and floods. I watch government give away water titles etc.	1
I have taught on this topic before and understand the science	1
I see enormous opportunity for Australia in acting decisively now to address climate change - economically, politically, and socially	1
It is important to manage what we can take control of. I think something that is overlooked is the massive increase in population and therefore use of resources. We need to develop a sustainable economic model to make lasting change	1
It is one of the things that we talk about most, it governs many of the decisions we make about spending money, going on holidays, etc.	1
It's crucial that all countries ACT NOW on climate change	1
It's disrupting our way of life and getting to a point where we won't have an opportunity to work towards reducing its impact. It's honestly, act now or suffer	1
It's extremely important, but we could do more, and we have no offspring, so down one point for each of those	1
It's not mentioned another by my parents, but my 17-year-old sister is always talking about it	1
It's not something we know much about, but we are trying to educate ourselves about it	1
It's something we are all aware of and would like practical ways to do our bit	1
I've always tried to protect our environment from a young age. From the Daintree blockade to planting trees and gardens and encouraging my children to be environmentally conscious	1



On a personal level, my husband and I do not function well in the increasingly hot weather. Moreover, I feel distressed when I see the nearby forested areas drying out, losing leaves in the dry conditions. Nation wide, our primary industries suffer in drought and or excessive rains. On	
a world wide scale, the melting of the icecaps and formation of floating islands of ice cause sea levels to rise, leaving many people who live close to beaches in a precarious state	1
Our family cares about the environment, biodiversity, our planet and preserving our natural resources	1
The action I need to take to take to limit my footprint on climate and subsequently every other household. The goods we buy, and the waste we accumulate, poor housing design and improving our natural fauna and flora	1
The window of time in which to take meaningful and effective action to prevent or ameliorate the cumulative effects of manmade climate change (including increased temperatures, more extreme weather events, effects on food production, biodiversity, and communities) is rapidly shrinking. Individual efforts are not enough. Broader government-backed societal change is required	1
There is no planet B	1
Two out of three of us takes it seriously and take personal actions to address climate change	1
We appreciate our place in the environment and wish to preserve it	1
We are acutely aware of our impact and footprint on the planet and are keen to see widespread change before it's too late. Nillumbik must declare a climate emergency - the science couldn't be any clearer	1
We are hyper aware of climate change, reducing our carbon footprint, and making every action matter	1
We cannot keep living as we do, using so much plastic, wasting so much food. We need to invest in renewable technology, and not just think we aren't a big part of the global problem. We need to lead by example and listen to the science	1
We know it's bad and we feel it's important to change, we're just not doing everything we could to help	1
We need global commitment to reduce our emissions before our ecosystems collapse	1
We see species boundaries change, more extreme weather events, local extinction of species	1
We try to reduce our impact, but we could do better if the business made it easier to be more sustainable	1
We work in the sustainable energy space, so we are very well informed	1
Weather events, sustainability of power sources, pollution	1
We're committed to lowering our energy use, saving water, minimizing waste, and adjusting our diet, but are still struggling to become completely carbon neutral	1

Total

46

Total responses for importance 6 or more



# Appendix Two – Verbatim actions Council should take to address climate change

The following table outlines the verbatim responses received from respondents to the online survey in relation to the things the respondents believe Council should do to address climate change or to support them to take climate action.

# Things that Council should do to address climate change or to support you to take climate action <u>Nillumbik Shire Council - 2020 Climate Action Plan Survey (online)</u>

(Number of responses)

Number

Renewable / green energy

Response

A solar farm would be good	1
Access to independent advice about reducing energy usage. Information about replacing gas by electricity	1
Create more charging facilities for electric vehicles. Encourage renewable energy generation in the region. Encourage business owners to use renewable energy and make it harder for businesses who prefer carbon intensive energy	1
Cover every school, business, and Council building with solar panels. Install battery storage at every school, business, and council building. Install electric car charging at every school, business, and council building. Provide incentives for households and businesses to go off gas and switch to all-electric. Facilitate installation of micro-grids to allow neighbours to share electricity and improve grid stability. Facilitate bulk-buys to increase efficiency of appliances	1
Build a local renewable energy plant (solar/wind) that could work to reduce the load on the centralised power plants	1
Build a wind farm/solar farm to support residents. Put in more electric car charging stations	1
Build rapid charging infrastructure for electric vehicles and subsidise solar panels for schools, households and rentals	1
Consider incentive programs to help transition private households and businesses to all electric. Invest in infrastructure to support EVs. Create a second-hand EV market with ex- Council fleet. Provide free no-emissions community bus services for popular routes. Develop a strategy for community-led energy. Investigate public power purchasing agreements to ensure households are carbon neutral	1
Continue to encourage residents to install solar panels with batteries	1
Council should invest in infrastructure to support electric vehicles, charge points, etc. powered by renewable energy. There should be incentives (or rate reductions) for all households to encourage the uptake of solar electricity systems (not just below a certain income level)	1
Create and support community renewable energy projects to make renewable energy upfront costs affordable for everyone. Implement several community battery storages to become less reliant on the larger grid and to support renewable energy smallholders by purchasing their overproduction while also bringing consumer costs down	1
Encourage and support residents in the purchase and storing of solar power. Initiate wind	1

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Nillumbik Shire Council – 2020 Climate Action Plan Survey

ncourage electric vehicles by providing charging points. Check what other countries are loing, Netherlands is a brilliant example	1
ncourage large scale solar	1
ight for renewable energy on a higher level. No new coal mines, no more excuses	1
Insure the solar farm on the Plenty landfill site goes ahead and includes enough capacity for	1
he community to purchase power	_
Help with cost of solar batteries	1
Support EV technology - charging stations, convert fleet to EVS	1
nstalling solar on large buildings and open spaces, car parks etc.	1
nstall more electric car charging stations around Nillumbik, not just the one in Diamond Creek	1
ntroduce and promote renewable energy on all fronts	1
Ceep rolling our solar panels and encourage businesses to do the same	1
aunch incentive programs and rebates to accelerate the uptake of renewable energy, through solar and battery system installations (residential and business), community batteries, and by subsidising Greenpower supply from energy retailers	1
All Council vehicles to be electric, solar panels on all Council buildings. Council solar panel buying program is a great example of how to support residents, but greater advertising of it	1
obby for renewable energy sources instead of paying to use carbon	1
Negotiate bulk discount on green energy for residents (or join other Council schemes). Negotiate bulk discount on insurance premiums	1
Dur roof is overshadowed by trees meaning for 7 - 8 months of the year we wouldn't see much benefit from roof mounted solar panels. I spoke to Council about a year ago about a community based renewable energy project. They said they would be making an announcement by the end of last year. I'm still waiting to hear about it. It would make sense or us to invest in a large scale solar / wind farm rather than installing panels on our roof	1
Please investigate and plan for a large solar farm and wind turbine on Council land - enough to get Council to net zero by 2025 and the whole of Nillumbik to net zero by 2030. We can't rely on the Federal government or State government to do this. We need action now	1
Promote electric vehicle manufacturing and take up; manufacturing of renewable energy products in Australia, and bring about improved practices for recycling (promote and enable ocal businesses) to invest in recycling	1
Put solar panels on all council buildings, as well as bring environmentally friendly, these will	1
provide a financial windfall in years to come	1
provide a financial windfall in years to come Steps to ensure we are prepared to facilitate electric vehicle charging when the market is ready or it.	
teps to ensure we are prepared to facilitate electric vehicle charging when the market is ready or it.	1
Steps to ensure we are prepared to facilitate electric vehicle charging when the market is ready or it. ncrease renewables, our electric charge points	1
Steps to ensure we are prepared to facilitate electric vehicle charging when the market is ready or it. ncrease renewables, our electric charge points Support households with alternative energy Supporting access to all electric cooking, hot water service, heating and cooling in the Council	
Steps to ensure we are prepared to facilitate electric vehicle charging when the market is ready or it. Increase renewables, our electric charge points Support households with alternative energy Supporting access to all electric cooking, hot water service, heating and cooling in the Council and solar panels	1
Steps to ensure we are prepared to facilitate electric vehicle charging when the market is ready or it. Increase renewables, our electric charge points Support households with alternative energy Supporting access to all electric cooking, hot water service, heating and cooling in the Council and solar panels Switch to green energy. Accelerate zero landfill. All electric Council vehicles	1 1 1
Steps to ensure we are prepared to facilitate electric vehicle charging when the market is ready or it. Increase renewables, our electric charge points Support households with alternative energy Supporting access to all electric cooking, hot water service, heating and cooling in the Council and solar panels	1

Total

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Education / communication / community involvement

Dutreach and education for residents	4
Address the divisiveness in the community by educating about the science, risks, and nitigation strategies. Empower the community to work together for a common goal	1
Ask for more public input, example - selling off land	1
Be clear in communication about what it is doing to address this and the benefits to the	
community. Not to spend money on frivolous marketing when it could be targeted into more	1
sustainable areas e.g., clearing long grass	_
Be more aware of what are the main reasons of climate change and then should educate the	
community too	1
Be more transparent - publish simpler information more regularly	1
Community action groups	1
Coordinate community action such as tree planting in public and private spaces	1
Council needs to at least talk the talk to encourage global adoption of climate change	
nitigation strategies. However, I wouldn't ask the Council to die in a ditch over mitigation	1
neasures when its actual impact can only be five eights of not much	
Create a climate action team within Council and involve the community	1
Educate and encourage people to retrofit their homes, encourage innovation at the local level -	
ots of opportunities to be leaders in this area. Carbon sink for Melbourne. Set an example for	1
other councils	
Educate and invest in green energy and climate conscious development	1
Educate home owners and offer incentives for existing houses to be sustainably retro-fitted (8-	
stars or higher)	1
Educate the community on the science and risks of Climate Change and engage them in	
conversations to allay their fears or climate denialism so that we can be united in the	1
responses needed	
Educating their staff to prioritise efficiency and sustainable methods	1
Education of people, with messaging appropriate to different segments of the community, and	1
n CALD as well as easy English	L 1
Education of residents, recommendations, and mandates to reduce waste e.g., influencing	1
supermarkets and cafes,	
think there are people passionate about this and their passion can be harnessed by Council to	1
mprove education etc.	-
mmediate action, high-engagement community education programs	1
ncrease public responsibility and enforce fines and promote public scrutiny of bad practices.	
For example, I'm shocked at the constant running car engines everywhere parked up idling with	
kids nearby especially at school locations. What do people think is coming out of their	1
exhausts, fairy dust!!!!! Education is key and everyone can make so many small changes.	
	_
nspire community to connect and be part of the solutions	1
nvestigate the whole community becoming a collective customer of Ausnet/supplier(s) and	
retailer to residents and develop renewable energy sources. Residents could invest in the	1
enterprise	-
t could look to the example of Oberlin, Ohio, whose local Council installed TV screens in cafes	
and other public places to give residents real time information about community emissions, water and power use	1
unter and beauer age	
t will work best if the habitants of the Council are engaged through a variety of initiatives, for	1
example no car days, bike riding events, community gardens, more green areas	- ⁻
	1
(eep promoting all forms of local community engagement	+
Keep promoting all forms of local community engagement Put up big billboards in Diamond Creek and Eltham showing a graph of temperature and CO2	1

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Reach beyond those of us already engaged in positive change: this is not a feel-good option for the conscientious crowd. There are so many people who just don't consider climate change and we all need them to understand and do their bit	1
The community at large are aware of the impact of climate change, Council spending money educating people is a waste of time, what is needed is action	1
The effective awareness education to enable people to see how even small things will make a difference. To understand the impact of things like overuse of cars, destroying bush land and urban trees affects climate. To see it is not an us and them situation, it is not a political issue. That we are all in this together	1

## Total

Green Wedge, trees, biodiversity	
Plant significantly more trees	4
Invest in regenerative agriculture and referencing activities	1
Invest in regenerative agriculture and referencing activities	1
Liaise with traditional landowners to improve land management skills	1
Apply higher penalties for cutting down trees without permits	1
Appreciate schemes to help householders make changes to their homes e.g., insulation, technology	1
Appropriate management of reserves to enhance biodiversity and prevent climate change disasters	1
Avoid development in our Green Wedge. Encourage bio-diversity projects with advice and grants. Employ staff knowledgeable re environmental issues, bring back some of the experts who knew this area and had researched it. Give us a Green Wedge management plan that protects and extends the quality of the Wedge and improves the environment	1
Change the focus away from development at the expense of preserving the Green Wedge that the last Council seemed bent on	1
Council should stop chopping down trees on Road reserves and should protect the Road reserves. Property owners who graze animals on land adjacent to Bushland Reserves and Road reserves should be accountable for the weeds they are creating by seeds spread by animal droppings and feed. Now precious herbs are being mowed along with the weeds that have gotten out of control. One way of doing this is to offer a small grant for such landowners to employ a qualified person to weed out the invading grass species. These people should be qualified in weed identification. I am surprised by how many graduates in horticulture know little about our indigenous species.	1
I believe Council has a crucial role to play. Creating urban tree shade, demonstrating pop-up vegetable gardens, transforming bare land into regenerative carbon storing forest, maintaining biodiversity for health of the forest	1
Increase protection for existing habitat on public and private land	1
More areas of indigenous gardens and stop all these apartments that are going up!!!! We need more green space, less buildings	1
Needs to do more preventative bushfire work. Grass needs to be cut. Dead fallen trees removed from public areas (parks etc).	1
Preserve the natural environment we still have available	1
Protect the Green Wedge against land clearing	1



Reduction in biodiversity and flora has a large impact, encouraging habitat in small spaces	1
Retain natural vegetation; advocate to State Government for ceasing logging all native forests; sequester carbon by planting trees, revegetation; establish community food gardens	1
Soil regeneration is the clear winner in reducing emissions and pulling existing carbon out of the atmosphere, so given Nillumbik's 'green wedge' status we're obviously in a great position to lead by example in this space. Going carbon negative should be our goal for the medium- term	1
Stop the large-scale removal of trees which adds to climate change. This is important for sequestering carbon dioxide which is important to reverse the effects of climate change	1
Support individual households to create green and diverse gardens that are more robust to weather extremes and support climate, at a small scale but all adds up, lots of ways to do it	1
Work with Wurundjeri elders in management of the land and fire risk. Our land has to be managed responsibly and these are the people who know how	1

# Total

25

General suggestions

Act quickly please	1
Action should be focused on	1
Adapt to changing conditions	1
Begin implementing a consistent, achievable policy that is continually developed which also encourages residents and businesses to engage and participate	1
Just start NOW!	1
Leadership	1
Let's lead the way as this is the only option for the future of this planet. We can't stuff up anymore. We have no excuses!	1
Listen to the voices of the people who live here, and act urgently. Prioritise people and our future over profit	1
Make it easier	1
Mobilise community to act. Louder voice and leadership. Make the tough decisions	1
Most people are educated about climate change. We need support and infrastructure to make positive changes	1
No more reports and consultants. Get real stuff done. We pay massive rates, and you are packing us in like sardines. Fix things	1
Plan long term but act now. We can't afford to wait for it to be easier	1
Provide real action not just PR events and token efforts	1
Regardless of the results of this survey, Council should provide leadership on this very important crisis	1
Stop stalling and take some real, effective action now as in immediately	1
Sustainability for me is a bigger concern than the narrow climate change issue	1
Take climate change seriously. And don't ask people how much they'd be prepared to spend on climate action - you're focussing on cost instead of highlighting what we'll save if we act now.	1



Take notice of science	1
This involves responsibility on everyone behalf to aid Council. We need to work together, trust in native actions that were working, and stop being English and destructionist on our properties. We should regard ourselves as custodians preserving the environment and surrounds for everyone present and future. Bricks and mortar will not solve the issue	1
Top priority is climate change We only have one planet	1

#### Total

#### Incentives to encourage climate change action

21

Incentivise solar	2
Assist both ratepayers and renters to install solar power	1
Climate change will not slow or stop until every decision is made with zero or positive climate impact as a deal breaker. I know how hard this is for me, so even harder for a committee. I suggest discounts on rates as a incentive to help reach a zero emissions community goal (as has been made with smaller landfill bins) and more disincentives to carbon emitting behaviour	1
Council should be conscious and proactive in ensuring involvement with big businesses the primary contributors of emissions is dependent on their efforts to reduce emissions, change their practices & behave ethically as good corporate citizens. If they don't meet these criteria Council should take their business elsewhere	1
Encourage and incentivise Shop Local Encourage community building activities and groups around sustainable ideas for living	1
Financially support community groups taking action to mitigate and adapt to climate change	1
Household grants for energy efficiency (e.g., draught proofing), growing food or planting native veg, find locations for community gardens	1
I would like to see the Council relive the fee for the formal enquiry process of developing green strips near houses. We should be encouraged to plant more	1
More incentives for residents such access to water tanks	1
Offer rates discounts for households who only put their red bin out monthly (or charge per pick up or per kg of landfill waste). Offer education and discounts for native plants. Sustainable House accreditation scheme (with a sticker on the letter box). Offer rates discounts for households who switch to 100% Green Energy. Subsidise households who switch from gas or wood-fire heating to electric reverse cycle	1
Offer rebates and promote carbon neutral businesses / services	1
Pay carbon credit to landowners with trees on their land. More trees more credits.	1
Provide greater incentives for community to act e.g., reduced rates, free ticket to sustainable open house, free ticket to public lectures on climate change etc to encourage and support 'climate action champions'.	1
Provide services and support for private initiatives such as solar, grey water systems, water storage etc	1
Provision of resources and subsidies to help each household in the community achieve net zero emissions and empower their lives with renewables	1
Reduce rates for properties with trees (compared to cleared properties) - challenge to define and assess etc. and would encourage people to leave trees, or plant them	1
Support local food growing activities	1
There should be a subsidy for families that use cloth nappies like what other Councils have in place	1
Work with the Vic government to provide funding / grants for small business to help them move to more sustainable operations	1



Attachments - 526

Transport / bikes	
Better bike paths for people to ride to work/ school etc.	2
It's also difficult to park a car at our stations to make use of public transport	1
We live in Eltham and have no safe way to ride bikes to school in Montmorency so are forced to drive. In a community heavy on 'nature' tracks we are 'light' on commuter tracks around all the main residential hubs in Eltham to allow kids to ride to school safely	1
Bikes should be an alternative transport and Nillumbik has been very slow to improve bike access. Bike access is only accessible for testosterone fuelled MAMILs on weekends, it's not safe to use a bike to commute to work, no protection from cars, poor lighting, minimal places to lock a bike.	1
Create footpaths leading into shopping areas, train stations, bus stops. Establish small buses. Encourage school buses.	1
Improvement of walking / bike trails, provide more bike parking and encourage electric cars by providing charging stations in some car parks	1
Improving walk and bike-ability	1
Increase cycling paths off roadways to provide safe transport alternatives. Advocate for more frequent trains	1
Make active transport more accessible to residents of Nillumbik. Secure bike shelters located in flat areas would be fantastic. People who live up hills (lots around Eltham) in Nillumbik could walk down to unlock their bike and continue their journey, lock up their bike on the way home and walk the last bit home. It would be preferred to pushing a bike up some of the many hills around the neighbourhood. More bike parking in Eltham Town would encourage more people to ride too	1
Not sure if this is State or Local Govt. but the provision of footpaths and comfortable bus shelters make a big difference to the likelihood of me taking public transport, especially when the weather is hot	1
Promote and facilitate a better public transport system	1
Public transport would be a start! A bus service for areas like Panton Hill, Smith Gully and St Andrews to Eltham for schooling! This would eliminate unnecessary vehicle use by parents! Safety before climate changereduce bushfire risk! Allow roadside clearing of wood in certain areas to reduce for risk and enable mowing of grass. Therefore, reducing fire risk. Remove the road guards so the kangaroos can get off the road! Allow city folk to plant out their nature strips	1
Sustainable transport outcomes - why did you leave out rideability. This is a consistent blind spot with Nillumbik residents. It is possible to ride up hills! Fit people can do it with gears, less fit people with an eBike	1
Upgrade Diamond Creek trail to encourage more riders (some very old and narrow parts)	1

Total

15

Make bushfire mitigation a priority	2
Agitate for power lines to be bundled or undergrounded to eliminate risk of ignition of fire and unsightly impact on treescapes	1
Be better prepared for bushfire preparations by roadside cleaning and increased fuel reduction burns	1
Bush fire planning, open National and Local parks. Stop locking them up.	1

Bushfire related

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Bushfire mitigation by every method available. Minimise bush fire fuel on Council land in rural Nillumbik. Allow landowners to look after their land. Reduce green tape. Priority of landowners' assistance with grants to eradicate weeds and pests	1
Create better escape routes out of the area in case of catastrophic fire danger, specifically more crossings of Yarra River between Templestowe and Warrandyte, and Warrandyte and Yarra Glen	1
I do not support carbon sequestration. My experience of back burning in the State park next door involved small spit fires with one built over a wombat hole and another with a huge old tree left burning unattended, so that I had to call the fire brigade when it suddenly burst into flames in the night. So yes, fire preparation is of high importance, but it should be limited to removal of sticks	1
I don't think it is a high priority except for bushfire mitigation strategies for rural landholders	1
Introduce cultural burning practices to manage bushfire hazard reduction. Enforce night curfew for cats	1
Keeping on with explaining that there is scientific proof that just clearing land does not reduce bushfire risk. Tree planting can help with temperature control etc.	1
Planning for bushfires and park maintenance should be done regardless	1
Please don't start clearing trees throughout Nillumbik in the name of bushfire safety. The presence of trees helps to reduce temperatures locally and is critical to the fight against climate change	1
Refuge centres when bushfires	1
You cannot play God with Mother Nature and her Cycles. Yes, allow people to burn off when they need to	1

Total

# Declaration of climate emergency

15

Declare a climate emergency	2
Council should declare a climate emergency and campaign in support of quicker action	1
Declare a climate emergency (as many other Councils in Victoria have done - why not Nillumbik?)	1
Declare a climate emergency and advocate for all other Councils to do the same as well as the State of Victoria.	1
Declare a climate emergency and follow the lead of other more progressive Councils who are taking this issue seriously. Prioritise natural environment and the health of our Green Wedge over corporate / development interest	1
Declare a climate emergency to demonstrate a clear commitment to prioritise strong climate action by assessing all Council policy and planning decisions through a climate lens. Encourage residents to install solar panels through special rates schemes such as Darebin Council's Solar Savers Program, and to increase energy efficiency of their homes through better window shading and weather sealing like Darebin's Cool Shade program. Take advantage of Nillumbik's Green Wedge rural land to sequester carbon - encourage the retention of native bushland on privately owned land and plant more trees to draw down carbon from the atmosphere. In urban areas, planting more trees also mitigates against excessive heating of concrete surfaces. Educate rural landowners about soil carbon retention through regenerative farming techniques. Construct a publicly owned community solar farm to provide renewable energy to those who cannot afford solar panels or whose houses are not suitable for the installation of solar panels (rental properties, apartments, or too shady). Protect and improve the health of waterways (for example, through joint collaborations with Melbourne Water's Corridors of Green program)	1

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Declare a climate emergency! Together with the CFA, DELWP and PV, invest resources in assisting residents with undertaking prescribed burns on private property	1
Declare a climate emergency! In addition, further subsidise solar panels so as low-income families can afford them, and perpetuate s	1
Declare a climate emergency, advocate to Federal Government to set a 2050 target of zero net emissions and advocate for a transition to renewables	1
Declare a Climate Emergency; and declare a Financial Emergency precipitated by Climate Change. Agitate for a carbon tax. Proceed with the solar farm and encourage wind farms in Nillumbik.	1
Declare a state of climate emergency to help start a ripple effect of other Councils doing the same and taking this seriously, hopefully leading to state and federal	1
Divest all financial assets from fossil fuels Set Carbon Sequestration Target. Dramatically increase advocacy to state/federal government Directly fund and support community climate action	1
Do NOT declare a climate emergency	1

#### Total

Rates / costs

Not waste rate payer's money on issues that remain firmly in the hands of State and Federal government	3
Do not increase our already high rates to pay for this	2
Consider that people such as pensioners cannot afford for Council to be increasing our rates to pay for things like this. I can barely pay for food	1
Don't expect new homeowners and developers to shoulder all the burden of initiatives as many of these are already unbuilt to regulations. There are insufficient ways and means to make existing building and infrastructure environmentally friendly	1
Don't spend any rate payer's money on this fake issue	1
Don't waste our money it's not an issue you guys are experts in. Just do the job you're meant to do and focus on that. Leave this to the experts	1
Don't waste OUR money!	1
Nillumbik has the highest rates in the country. The Council should support residents with improving their homes to become more sustainable with a subsidy	1
Reduce our Council rates and stop wasting money	1
Spend rates in wise ways	1
Yes, Council could change its revenue base (rates) to land only (not improvements) and collect 5 times more income and advocate for other Councils to do likewise	1

#### Total

14

14

Look at how they approve building plans. By approving building permits for large erections that take away from the leafy and rural feel of Eltham and then think about the impact it is having on our community in the way of extra waste, carparking and traffic. These things need to be thought about first not after	1
Not make dumb decisions like wasting \$2 million in cancelling the affordable and diverse housing project at Hurstbridge that could have been an outstanding environmental project	1
Prevent new estates from having access to gas and planning to steadily reduce the extent of the gas grid	1
Regulations for all new developments	1

Planning and development related

Page 139 of 145

Slow unit development as this brings more and destruction to the Shire	1
Stop building massive, unsustainable sports clubs that don't have any regard for sustainable design. Introduce strict and comprehensive environmentally sustainable design requirements for new buildings of all kinds	1
Stop increasing the spread of suburbia. The more people, the more the environment is changed and destroyed forever. Prevent blocks from being subdivided, and monitor blocks to check on trees. Some move into the area and the trees magically disappear from their yards, implement a tree per metre squared requirement, zone/place an overlay on open grassland as nature reserves	1
Stop people clearing their land	1
Support Mudbrick as a building construction alternative, as it constitutes a significant proportion of the Shires building stock, and is integral with the heritage of the Shire i.e. work in partnership with the Nillumbik Mudbrick Association Inc.	1
Support natural building processes such as Earth Building with suitable planning guidelines, technical support and sympathetic attitude	1
Target net zero population growth that leads to subdivisions of large scale open green wedge lands	1
Underground cabling of electricity supply lines when planning new buildings	1

Total

#### Council plans / policies / regulations

Embodied energy must be considered in all decisions - i.e., the emissions caused when by 1 manufacture of materials purchased, or by the construction - not just wo Getting people to change habits can be hard unless it is a by-law. However, there are lots of great programs and ideas and I feel Council doesn't always resource the best organizations to 1 help I believe that Council should make this the single most important frame of reference for all 1 Council policies and decisions It should underpin all decisions. It cannot be separated out 1 Lift restrictions preventing creation of adequate fire breaks. Lift restrictions on creation of 1 water storage infrastructure (i.e., dams) More regulations on single use plastics 1 Publicly admit that is an issue and consider it when making any decisions 1 Put it at the forefront of every decision, because if we do not act now, everything else is 1 irrelevant Set up structures and policies to enable the community to undertake this work in collaboration 1 with Council Stop prioritising profit over sustainability. Plan for future residents of this entire municipality 1 There needs to be a good transition plan, the Council should look well ahead and implement 1 practical measures that can be achieved by future Councils

#### Total

11

12

Waste, recycling management

A better recycling system	1
Expand recycling program to fabric and soft plastics and other methods such as donating to a community swap scheme	1



Get rubbish sorting fixed to enable recycling. This is old school but what we expect	1
Give residents the opportunity to engage in greener activities where possible, such as increased recycling responsibilities for residents (glass, plastic, metal compartments)	1
I also think that green waste should be composted / shredded and offered back to the community for their gardens and offered at cheap rate or even done at the end of their driveways	1
Improve rubbish recycling and reduce landfill	1
In addition to some great existing initiatives, more green waste disposal vouchers allocation support and heavily subsidise home composting including in ground systems. Support viable recycled commodities usage in Australian and local commercial ventures and emerging industry. Be a leader in recycling best practices. Support Trader Associations in producing town pride reusable jute shopping bags. Implement shire wide takeaway food packaging to be 100% biodegradable materials. Create an efficient recycling corral/s for retail centres, include a cardboard compactor	1
Promote recycling and sustainability	1
Reduce waste, improve recycling facilities	1
Sort out the garbage recycling situation	1
We have a problem with plastic, an issue that we need to address. We need to recycle our plastic waste, plastic uses carbon	1

#### Total

11

Lobby / work with other bodies (councils, state, and federal governments, and / or business)

Consult with Darebin Council and learn what they're doing	1
Join forces with every other Council in a pro-active and co-operative venture	1
Lobby State & Federal Government to take positive action. Lobby the superannuation and banking industries to encourage them not to invest in coal and gas. Lobby the insurance companies to encourage them to point out to Federal Government that their rates will rise so that people may well not be able to pay and that will cause political backlash	1
Lobby state and federal government	1
Lobby State Government for more construction restrictions regarding house sizes, eaves and ongoing heating and cooling costs plus resources to build such large houses	1
We are a UN award winning sustainable energy, technology and engineering company based in Eltham. We are also winners of previous Nillumbik sustainability awards and northern business award winner for environment. We have met once with ex major Peter Clarke about how we could assist Nillumbik Council on climate action solutions. Despite following up numerous times we were never re contacted. This Council has an opportunity to meet with innovators in their own community and should make effort to do so. Contact Dijana@enesys.com.au www.enesys.com.au or phone 0409653911	1
Work with local business to eliminate all plastic	1
Work with other councils and the State government to advocate for serious action at a national level. Join the Cities Power partnership	1

#### Total

8

Adoption of environmentally friendly measures / policy

Banning single use plastic in the Shire	1
Get rid of all disposables in all areas of Council	1



# Nillumbik Shire Council – 2020 Climate Action Plan Survey

I would like to see more emphasis on sustainable living than on future risk mitigation (although both must occur) e.g., managing bush lands to prepare for fire should not include reduction of tree cover / biodiversity but should involve targeted cl	1
Innovate on issues of sustainability	1
Keep staff on Zoom and reduce travel to meetings	
Reduce unnecessary use of concrete. Especially in large areas. Concrete one of the biggest produces a CEO to in the construction industry every effort should be made to use natural materials especially on pathways road furniture. It's idiotic to concrete up garden areas in road furniture	1
The climate change focus is often on transport and energy. However, the food we eat has a very significant impact on our climate emissions. Environmental experts agree we need to transition away from animal-based agriculture (high carbon emissions) to plant-based agriculture (much lower carbon emissions and water consumption). I urge Council to show leadership in the area and - make people more aware of the impact their food choices are having on their carbon emissions, water consumption and the survivability of us and our planet. Transition its food use away from animal ag to plant ag e.g., serve plant-based food at Council functions, encourage staff to go plant-based	1
Water reuse and treatment schemes, community and households. Composting toilets	1
Yes please help Nillumbik become plastic free. See plastic free community's initiative	1

#### Total

Total

# Opposition to climate change actions

Do nothing. I do not support any action on Climate Change	1
Do some proper research to fully understand what is happening. Break away from the mainstream media propaganda. Sustainability should be a goal, but sustainability has nothing to do with carbon emissions. The real science shows 'climate change' to a product of natural processes. People have become distracted from real pollution. It is a rich/privileged perception that we can solve over-consumption, waste, and pollution with technology. Taxes and levies based on carbon emissions are a farce	1
I do not support the use of ratepayers' money for anything regarding climate change	1
Stop advocating for increasing economic control and the imminent human rights violations the climate change narrative means to usher in. That is not your role. Serve the community in a localised manner, and frankly, stop allowing Council to be infiltrated by those with this agenda. I care about my family's future. We need to get honest about the greenwashed power grab threatening that	1
Stop bowing to the greens	1
Stop wasting rate payer's money on this issue. Even if you believed this theory, Australia's chief scientist has said that if Australia reduces its carbon footprint to ZERO, it will have negligible impact on the climate. Yet you want to waste taxpayer's money doing something that will effectively have ZERO impact. If our money is wasted like this, how about the Council tell us what impact the changes they are proposing will have on our temperatures. If you can't even specify something as simple as this, then why are you spending the rate payer's money. After all this is about reducing the temperature of the globe isn't it? Perhaps we could have our rates reduced by removing expenditure on symbolic, virtue signalling gestures and spend it on services that will ACTUALLY help the community	1

#### 6

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Focus on core services	
Council needs to drop this nonsense now and focus on its core service provision and municipal management activities	1
Do what a Council does for residents	1
Keep to Council business and not be involved in other people's business	1
Provide examples of sustainable buildings and engineering with designs, certifications, and easy planning approvals. The carport at the Council building could be a good example.	1

#### Total

# General negative comments

F**k off with the climate change bandwagon, not piss tiny Council's issue, focus on your job, and get that right, stop showboating	1
Get on with something that benefits the ratepayers do not satisfy a woke and politically correct reaction	1
Walkability? Who made up that word? Younger people conveniently forget that there is a large population of older people who are unable to walk long distance	1
Manage the Council resources and stay out of people's property and lives about this issue. The most concerning factor in this area should be fire risk this is a community issue Council should mitigate	1

#### Total

# General positive comments

I believe Council is doing a fantastic job when it comes to addressing climate change. They are leaps and bounds ahead of the Federal Government who refuse to recognise that Climate Change is an issue. So much great work going on locally to keep our area the Green Wedge Shire. Keep doing what you are doing it is so uplifting to hear that the Nillumbik Shire take Climate Change seriously.	1
I think the points above would be an excellent start for the Council to address climate change and to support residents to take climate action	1

#### Total

#### Comments on the survey

Find a better survey. This one was hard to find, hard to fill in, too long and badly structured. Many questions were vaguely worded e.g., 'managing bushland reserves' - how exactly? 'Plan for ' What does 'plan for' mean? What action, beyond a plan?	1
Make sure this survey can only be completed by rate payers and not extreme groups from outside our area	1
Q4 should not lump carbon and water together. We should try to store more carbon in natural systems but storing water sounds too much like more dams at the expense of natural systems for my liking. Q10 is a concern. I don't advocate additional burning or clearing if that is what's meant by managing bushland reserves	1
Question number 10 was not clear. I believe habitat for indigenous animals is as important as human settlement. Plus ensure all waste is recycled	1



4

2

Should build a better survey	1
The Council does not have any mandate in this area. This is a heavily biased survey commissioned by the previous Council. At present the Council should be in caretaker mode so this survey is not valid. Further waste of ratepayers' money	1
Total	6
Other	
A great step, if it hasn't already been taken, would be for a thorough Council briefing on the top climate science and urgency acting. Council should arrange some way of assessing the Shire's best path to reaching net zero carbon emissions as soon as possible, and Council should focus on exploring the Shire's potential for carbon draw-down using regenerative agriculture and reforestation. Council should seek out the involvement of youth in taking climate action and empower young climate action groups to help the Shire community reduce carbon emissions and implement regenerative agriculture/natural draw-down measures. Council should and empower young climate action groups to help the Shire community reduce carbon emissions and implement regenerative agriculture/natural draw-down measures.	1
Ahh, increase the rates - are you guys joking!!! Walkability also a joke - I don't want to ride, walk swim to a Doctor's appt, shopping and getting kids to dance. Nor do my parents in their 60's? Where are the population questions? Less people less resources. If the government wants you to add 100 thousand people to Nillumbik, then how can you reduce current carbon as it will create MORE - you have opposing policies at play hence the false fluff. A few parks and trees in Eltham and a bike lane aren't going to do anything. Reduce the shops so people can't buy things this will reduce carbon. Not Council's job to create a water storage reservoir. Reduce Council scope therefore you could reduce Council jobs, less need for office space and cost - won't happen because you want money, needs to be supported by federal government. It's a fast! Make efficient roads, longer car parking times would help but it's not trendy or groovy enough to happen. Expand tree canopy, save roadside vegetation, any recent scientific studies on the orchids - oops just build houses over them in Diamond Creek!!! Council doesn't care because your actions demonstrate your financial greed. Reduce the population reduce the carbon. No electric cars either - have you looked at the metals required to make them, and electricity still produces carbon emissions more so. Maybe make steam cars - environmentally friendly, again not sexy to market	1
Be proactive in publicising and facilitating coordinated community action in rooftop solar and lower emissions water, heating, cooling, electric vehicle take-up and bushfire mitigation measures, including perhaps, rates relief if a relevant link can be made between improved household / business sustainability and benefits to council services, representations to state government for land tax / stamp duty / payroll tax relief for households / businesses which measurably improve sustainability, representations to the federal government for income tax relief / fuel excise increases / removal of diesel rebates, as applicable, for households / businesses that reduce emissions or, on the other hand, increase emissions or fail to reduce emissions, as applicable	1
Change bank, insurance and super accounts to providers that do not invest in fossil fuels	1
Council should adopt and advocate for plant-based diets. The number one thing an individual can do to stop climate change. Add a page on the Council website called 'Sustainable Eating' and include all local businesses promoting plant-based foods	1

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I'm wondering why you are planning on doing something. Don't you already mitigate risk of bushfire, plan, and act for drought etc? It shouldn't take more money, especially from ratepayers. Work in partnership with others (community, state government) don't duplicate what is being done already. These questions would indicate that you are not doing that, nor do you think you can	1
in 10 supporting the community does not mean allow wholesale vegetation removal! Educate!	1
Please implement the 'Local Government Climate Emergency Toolkit'. https://www.lgcet.com/	1
Support / promote neighbourhood walkability / reduce traffic around schools	1
Voting in State and Federal Elections is best	1

Total

11

Total

277

Appendix Three - survey form



On a scale of zero (not familiar at all) to ten (very familiar) the issue of climate change? 1. Familiarity with climate change issue 0 1 2 3 4 5	) , how familia	ar are v	
1. Familiarity with climate change issue 0 1 2 3 4 5			ou with
	5 6 7 8	9	10 99
Do you believe that climate change is?			
(please select one number only)			
There is no such thing as climate change 1 Mainly	due to human a	ctivity	5
Entirely due to natural processes 2 Entirely	y due to human a	ctivity	6
Mainly due to natural processes 3 Don't k	now / can't say		9
Partly human and partly natural processes 4			
		Los L	is the 10 99
	5 6 7 8	Los L	1.1
ssue of climate change to you and your household? 1. Importance of climate change 0 1 2 3 4 5 Why do you say that?	5 6 7 8	Los L	10.1
ssue of climate change to you and your household? 1. Importance of climate change 0 1 2 3 4 5 Why do you say that?	5 6 7 8 nange?	9	10 99
ssue of climate change to you and your household?          1. Importance of climate change       0       1       2       3       4       5         Why do you say that?	5 6 7 8 hange?	9 No	10 99 Can't say

6

## On a scale of zero (very unconcerned) to ten (very concerned), how concerned are you with the following effects of climate change on the local environment, your work, home and community?

<ol> <li>More frequent and extreme hot days and heat waves (such as heat stress)</li> </ol>	O	1	2	3	4	5	6	7	8	9	10	99
<ol><li>More frequent and extreme storms and floods</li></ol>	0	1	2	3	4	5	6	7	8	9	10	99
3. Harsher fire weather and longer fire seasons	0	1	2	3	4	5	6	7	8	9	10	99
4. Physical health impacts from climate change	0	1	2	3	4	5	6	7	8	9	10	99
5. Mental health impacts from climate change	0	1	2	3	4	5	6	7	8	9	10	99
<ol> <li>Reduced access to or availability of community services (due to extreme weather events)</li> </ol>	o	1	2	3	4	5	6	7	8	9	10	99
7. Ability to maintain public gardens and green spaces	0	1	2	3	4	5	6	7	8	9	10	99
8. Damage to roads, buildings, and private dwellings	o	1	2	3	4	5	6	7	8	9	10	99
9. Health of the natural environment (including native plants and animals)	0	1	2	3	4	5	6	7	8	9	10	99
10. Increased weeds and pest animals	0	1	2	3	4	5	6	7	8	9	10	99
11. Disrupted power supply and communications during extreme weather events	o	1	2	3	4	5	6	7	8	9	10	99
12. Impacts on agriculture and land productivity	0	1	2	3	4	5	6	7	8	9	10	99
13. Water shortages and droughts	0	1	2	3	4	5	6	7	8	9	10	99

#### 7

#### Are there any other effects of climate change that are of concern to you?

One	
Two	
Three	

8

On a scale of zero (very low priority) to ten (very high priority) , to what extent do you believe that Council should focus on and resource?

1. Mitigating (reducing) the causes of climate change	0	1	2	3	4	5	6	7	8	9	10	99
2. Adapting to the consequences of climate change	0	1	2	3	4	5	6	7	8	9	10	99

The State Government has a commitment to make its own operations carbon neutral 9 (i.e. net zero emissions) by 2030. What target should Nillumbik Council set for its own operations? 1 No target (go to Q.10) A lower target (specify year / percentage): (go to Q.10) 2 3 The same target A higher target (specify year / percentage): 4 Not sure / can't say 9 Why do you think Nillumbik Council's operations shouldn't become carbon neutral by 10 2030? The State Government has a commitment for Victoria to be carbon neutral (i.e. net zero 11emissions) by 2050. Should Council set a target for the Nillumbik community? No target (go to Q.12) 1 A lower target (specify year / percentage): (go to Q.12) 2 3 The same target A higher target (specify year / percentage): 4 9 Not sure / can't say 12 Why do you think the Nillumbik community shouldn't set a target or become carbon neutral by 2050? Do you believe that climate change should be? 13 The PRIMARY consideration for all Council decisions 1 A consideration for all Council decisions 2 Not be a consideration for all Council decisions 3 Don't know / can't say 9 Would you be willing to pay additional rates to help Council achieve net zero emissions 14 and be proactive in adapting to climate change? No - no additional funding required 1 Yes - less than \$100 per year 4 No - can't afford extra rates at this time 2 Yes - \$100 or more per year 5 No - reallocate funding from other areas 3 Don't know / can't say 9

15

## Council addresses climate change in a variety of ways. On a scale of zero (very low priority) to ten (very high priority), to what extent to you believe Council should prioritise the following actions?

<ol> <li>Further reduce carbon emissions generated by Council.</li> </ol>	o	1	2	3	4	5	6	7	8	9	10	99
<ol> <li>Advocate on behalf of the community for climate action by state and federal governments.</li> </ol>	0	1	2	3	4	5	6	7	8	9	10	99
<ol> <li>Use town planning controls to ensure that development achieves sustainable outcomes.</li> </ol>	0	1	2	3	4	5	6	7	8	9	10	99
<ol> <li>Explore land management opportunities to increase storage of carbon and water.</li> </ol>	o	1	2	3	4	5	6	7	8	9	10	99
5. Encourage and support residents and businesses to take climate action by providing education, advice and support.	0	1	2	3	4	5	6	7	8	9	10	99
<ol> <li>Plan for continuity of Council services during extreme weather.</li> </ol>	o	1	2	3	4	5	6	7	8	9	10	99
7. Consider climate change when making decisions about the location, construction, maintenance and operation of buildings and other infrastructure.	0	1	2	3	4	5	6	7	8	9	10	99
8. Plan for how drought, changes in average temperatures or extreme events may affect local animals and plants.	o	1	2	3	4	5	6	7	8	9	10	99
9. Plan for how heat and drought may affect the maintenance and use of parks, sport and recreation facilities.	D	1	z	3	4	5	6	7	8	ġ	10	99
10. Plan for the increasing risk of fire by managing bushland reserves and supporting the community to reduce the risk of bushfire.	o	1	2	3	4	5	6	7	8	9	10	99
11. Plan for the increasing health impacts of extreme weather events (such as heatwaves, fire, hail and heavy rainfall).	0	1	2	3	4	5	6	7	8	9	10	99
12. Buy sustainable products and services.	o	1	2	3	4	5	6	7	8	9	10	99
13, Plan and advocate for sustainable transport outcomes, such as improving walkability and public transport.	o	1	2	3	4	5	6	7	8	9	10	99

## CM.042/21Climate Action Plan Development - Community ConsultationAttachment 1.Nillumbik 2020 Climate Action Plan Survey Report - Final Draft

Is there anything else you believe Council should do to address climate change or to support you to take climate action?

17

16

#### Have you made, or are you considering making any of the following changes?

		_		
	Already doing / done	Considering within 2 years	Not doing or considering	Not applicable
1. Install insulation and draught sealing	1	2	3	9
2. Install energy-efficient windows and coverings	1	2	3	9
3. Install rooftop solar or solar battery system	1	2	3	9
4. Replace gas appliances with efficient electric appliances	1	2	3	9
5, Install energy-efficient heating, cooling, lighting and hot water	1	2	3	9
6. Purchase Green Power (50% to 100%)	1	2	3	9
7. Walk, ride and or use public transport where possible	1	2	3	9
8. Purchase an electric or hybrid electric vehicle	1	2	3	9
9. Install water saving devices and appliances in the home	1	2	3	9
10. Install water retention systems and improved drainage around property	1	2	3	9
11. Establish an edible garden and / or compost at home	1	2	3	9
12. Adapt your garden to be drought tolerant and / or provide habitat and biodiversity	1	2	3	9
13. Minimise waste to landfill by actively separating waste	1	2	3	9
14. Avoid or minimise buying materials that become waste	1	2	3	9

18

## On a scale of zero (no barrier) to ten (strong barrier), to what extent are the following issues a barrier to your household taking climate action?

<ol> <li>A lack of knowledge about how to make changes</li> </ol>	0	1	2	3	4	5	6	7	8	9	10	99
2. A lack of confidence in my ability to make changes	o	1	2	3	4	5	6	7	8	9	10	99
3. Not enough time to make changes	0	1	2	3	4	5	6	7	8	9	10	99
4. The cost of making changes	0	1	2	3	4	5	6	7	8	9	10	<i>9</i> 9
5. Other personal priorities come first	0	1	2	3	4	5	6	7	8	9	10	99
6. The effort required to find out the changes needed and the products available	o	1	2	3	4	5	6	7	8	9	10	99
7. A lack of interest in climate change	0	1	2	3	4	5	6	7	8	9	10	99
8. Renting the property	0	1	2	3	4	5	6	7	8	9	10	99
9. Changes are too inconvenient	0	1	2	3	4	5	6	7	8	9	10	99
10. Negative impacts of changes on lifestyle	0	1	2	3	4	5	6	7	8	9	10	99
11. Other:	0	1	2	3	4	5	6	7	8	9	10	99

#### 19

 Now having considered climate change in more detail, how concerned are you about climate change?

 Not concerned at all
 1
 Quite concerned
 4

		-	dance concerned	· 1
	Not very concerned	2	Very concerned	5
	Slightly concerned	3	Can't say	9
20	Please indicate which of the following bes	st describ	es you.	
	Less than 15 years	1	45 - 54 Years	6
	15 - 24 Years	2	55 - 74 Years	6
	25 - 34 Years	3	75 Years or Over	7
	35 - 44 Years	4	Prefer not to say	9
21	With which gender do you identify?			
	Male	1	Other (e.g. transgender, intersex)	3
	Female	2	Prefer not to say	9
22	Do you identify as having a disability?			
	Yes	1	Prefer not to say	9
	No	2		

## CM.042/21Climate Action Plan Development - Community ConsultationAttachment 1.Nillumbik 2020 Climate Action Plan Survey Report - Final Draft

Yes	1	Prefer not to say
No	2	
Do any members of this househol	ld speak a langu	
English only	1 1	Other:
What is the structure of this hous	ehold?	
Two parent family (youngest 0 - 4 yrs)	1	One parent family (youngest 13-18 yrs)
Two parent family (youngest 5 – 12 yrs)	2	One parent family (adult child only)
Two parent family (youngest 13 - 18 yrs)	3	Group household
Two parent family (adult child only)	4	Sole person household
One parent family (youngest 0 - 4 yrs)	5	Couple only household
One parent family (youngest 5 – 12 yrs)	6	Other (please specify):
What is your current housing situ	ation?	
Own this home	1	Renting (public)
Mortgage (paying off this home)	2	Long-term lease (e.g. retirement vlge)
	3	Can't say / prefer not to say

#### THANK YOU FOR YOUR TIME AND FEEDBACK



Banyule City Council (Banyule) Nillumbik Shire Council (Nillumbik) Whittlesea City Council (Whittlesea)

# Supplemental Agreement 2020



Level 5, 114 William Street, Melbourne VIC 3000 | GPO Box 1533, Melbourne VIC 3001 DX 252 Melbourne | T +61 3 8602 9200 | F +61 3 8602 9299 Ref: MXN:237483497v1_

# Supplemental Agreement 2020

#### Parties

Banyule City Council 275 Upper Heidelberg Road, Ivanhoe, Victoria 3079 ("Banyule")

Nillumbik Shire Council Civic Drive, Greensborough, Victoria 3088 ("Nillumbik")

Whittlesea City Council 25 Ferres Boulevard, South Morang, Victoria 3752 ("Whittlesea")

#### Background

- A. Banyule, Nillumbik and Whittlesea are parties to an Agreement To Form Yarra Plenty Regional Library Service, made on 14 December 1995 and subsequently amended by Supplemental Agreements made in 2010 and 2015 (the Primary Agreement).
- B. The Primary Agreement was approved by the Minister administering the Local Government Act 1989, by a notice published in the Victoria Government Gazette on 21 December 1995.
- C. Clause 14.1 of the Primary Agreement requires that the parties and the Board of the Yarra Plenty Regional Library Corporation review the operation of the Primary Agreement at least once in every five years.
- D. Banyule, Nillumbik and Whittlesea have, together with the Board of the Yarra Plenty Regional Library Corporation, reviewed the Primary Agreement in 2020 and have determined to amend the Primary Agreement in the manner set out in this Supplemental Agreement.

#### **Operative Provisions**

#### 1. Definitions and interpretation

1.1 Definitions

In this Supplemental Agreement, unless the context or subject-matter indicates otherwise:

"the Minister" means he Minister Administering the Local Government Act 1989; and

"the Primary Agreement" means the Agreement To Form Yarra Plenty Regional Library Service, made on 14 December 1995 Including the subsequent Supplemental Agreements made in 2010 and 2015.

Page 2 Supplemental Agreement 2020

#### 2. Amendments

- 2.1 The text of Schedule 1 to the Primary Agreement is deleted and replaced by the text of Annexure A to this Supplemental Agreement.
- 2.2 The text of Schedule 3 to the Primary Agreement is deleted and replaced by the text of Annexure B to this Supplemental Agreement.

#### 3. Conditional Precedent

This Supplemental Agreement has no effect until it is approved by the Minister in accordance with section 196(8) of the *Local Government Act 1989*.

#### Executed on

2020

#### CM.043/21 Yarra Plenty Regional Library Agreement Attachment 1. Supplemental Agreement 2020

Page 3 Supplemental Agreement 2020

#### Signing Page

Executed by the parties as a deed on the date earlier specified.

#### THE COMMON SEAL of BANYULE CITY COUNCIL was hereunto affixed in the presence of:

Councillor:: .....

Chief Executive Officer: .....

THE COMMON SEAL of NILLUMBIK SHIRE COUNCIL was hereunto affixed in the presence of:

Councillor::	
Gool follor	

Chief Executive Officer: .....

THE COMMON SEAL of WHITTLESEA CITY COUNCIL was hereunto affixed in the presence of:

Councillor:: .....

Chief Executive Officer: .....

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#### Annexure A

#### SCHEDULE 1

#### STATEMENT OF COUNCIL AND REGIONAL LIBRARY ASSETS

#### Part A

#### Council Assets provided for Regional Library Use:

All building fixtures and fittings as purchased by a Council

All structural elements of each library building, including plumbing, heating and air conditioning systems, hot water supply

Located at:

#### **Banyule City Council**

- (a) Ivanhoe Library and Cultural Hub (ILCH) 275 Upper Heidelberg Road Ivanhoe 3079
- (b) Rosanna Branch Library 72 Turnham Avenue Rosanna 3084
- (c) Watsonia Branch Library 4-6 ibbottson Street Watsonia 3087

#### **City of Whittlesea Council**

- (a) Lalor Branch Library 2A May Road Lalor 3075
- (b) Mill Park Branch Library 394 Plenty Road Mill Park 3082
- (c) Thomastown Branch Library 52 Main Street Thomastown 3074
- (d) Whittlesea Branch Library Whittlesea Community Activity Centre 57-61 Laurel Street Whittlesea 3757

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#### Nillumbik Shire Council

- (a) Diamond Valley Branch Library Civic Drive Greensborough 3088
- (b) Eltham Branch Library Panther Place Eltham 3095

#### Part B

#### **Regional Library Assets:**

Loose furniture including shelving

Books and other library materials

Computer hardware

All other Regional Library assets, as defined by the Library asset register

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#### Annexure B

#### SCHEDULE 3

#### ROTATION OF CHAIR

#### For the twelve month period commencing:

2021	Chair: Deputy Chair:	City of Whittlesea Shire of Nillumbik
2022	Chair: Deputy Chair:	Shire of Nillumbik City of Banyule
2023	Chair: Deputy Chair:	City of Banyule City of Whittlesea
2024	Chair: Deputy Chair:	City of Whittlesea Shire of Nillumbik
2025	Chair: Deputy Chair:	Shire of Nillumbik City of Banyule

CM.043/21Yarra Plenty Regional Library AgreementAttachment 1.Supplemental Agreement 2020

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Attachments - 550



### October 2015



I & J Management Services

#### Yarra Plenty Regional Library Review of Regional Library Agreement

#### October 2015

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The Review of Yarra Plenty Regional Library's Regional Library Agreement was conducted by:

I & J Management Services Pty. Ltd. P.O. Box 845, Sunbury VIC 3429 Telephone: 03 9740 4222 Email: ianp@ijman.com.au



#### **EXECUTIVE SUMMARY**

Yarra Plenty Regional Library (YPRL) is one of Victoria's best performed public libraries – delivering high quality contemporary library services to Banyule, Nillumbik and Whittlesea residents at a cost per capita level close to the statewide average.

The Regional Library Agreement between Banyule, Nillumbik and Whittlesea Councils is required to be reviewed every five years. The 2015 review of the Regional Library Agreement took a principles-based approach, with the aim of ensuring that the cost apportionment model that determines the annual financial contribution of each Council to the library is **transparent**, **fair and equitable**.

#### A user pays model

The model comprises five steps, each of which has varying levels of complexity.

- Step 1 Calculate the cost of each library branch (using cost drivers such as collection size, number of staff and number of PCs)
- Step 2 Apportion branch costs to member Councils by their residents' share of use of each branch
- Step 3 Sum usage costs across all branches for each Council
- Step 4 Add in Mobile, Outreach and other costs
- Step 5 Allocate and deduct the State Government Grant and direct income as a proportion of overall usage.

The YPRL cost apportionment methodology is a user pays model. In apportioning costs and revenues at branch and Council level, the model explicitly charges each Council for their residents' use of the library (not the cost of each Council providing library services to its residents). YPRL's cost apportionment model is perhaps the most sophisticated model currently in use among Victoria's regional library corporations.

#### **Review findings**

The 2015 review of the YPRL Regional Library Agreement addressed a number of issues which have emerged with the application of the cost apportionment model over the last five years. Among the review findings and consequent recommendations there are four key points.

- The population-based State Government Grant to support Councils in providing library services should be credited back to each Council to offset their cost of using library services. This recommendation would return the model to its pre-2010 state and is consistent with the recommendations of the independent review of the Regional Library Agreement in 2010. The current model pools the total amount received by the three member Councils and reallocates this on the basis of usage (i.e. library loans).
- 2. The model should adopt a wider definition of library usage in allocating costs and income. The current model uses loans of physical collection items as the sole measure of library usage. This ignores the broader range of services offered by a modern library (including literacy programs and cultural activities, technology access, a place to study and relax, digital collections) – services that are highly valued and regularly used by different cohorts of the population.
- Calculating usage over a three year period would smooth out year on year variations that affect member Councils' ability to budget for a predictable cost of using library services.



- 4. The allocation of \$3.2 million in library management, support and administration (22% of total regional library costs is currently split equally between branches) can be improved by:
  - reallocating \$1.3 million to cost centres that already exist within the model (i.e. collections, technology, community engagement and organisational development)
  - evenly sharing the \$0.6 million cost of regionally focused executive and strategic management functions that benefit the member Councils equally
  - allocating the remaining \$1.3 million equally between the nine library branches.

#### Financial impact

The net effect of adopting all of the recommendations from the 2015 review in the 2015-16 cost apportionment model would have been to:

- increase Banyule's contribution by \$104k (an increase of 2.4%)
- increase Nillumbik's contribution by \$254k (+ 10.2%)
- decrease Whittlesea's contribution by \$358k (- 7.3%).

Item	\$000	Banyule	Nillumbik	Whittlesea	Total
Current 2015-16 contri	bution	\$4,395	\$2,499	\$4,934	\$11,828
Adoption of all recomn	nendations	\$4,499	\$2,753	\$4,576	\$11,828
Change in total contrib	oution	\$104	\$254	(\$358)	\$0
% impact on total cont	ribution	+ 2.4%	+ 10.2%	- 7.3%	

By far the major recommendation (in financial terms) is the revised treatment of the State Government Grant, which accounts for \$304k of the total \$358k movement in contributions. The recommended approach addresses what is seen to be an inequity that has existed in the cost apportionment model for the past five years, whereby more than \$1 million of the State Government Grant money allocated to Whittlesea on the basis of its population characteristics (including equity weightings) has been reallocated through the cost apportionment model to Banyule and Nillumbik due to their relatively higher levels of library loans (although they do not have higher levels of use of other library services). The simplest and fairest method of allocating the State Government Grant is to return to each Council the amount calculated by the State Government.

The adoption of the remaining recommendations related to the definition and calculation of library use, and the allocation of administration and related regional costs will improve the integrity of the model (albeit also adding some additional complexity). These will have an additional net financial impact of \$54k across the three member Councils.



#### 1. INTRODUCTION

#### 1.1. Yarra Plenty Regional Library

One of Australia's largest and most progressive library systems, Yarra Plenty Regional Library (YPRL) was founded in the mid-1960s, when the former City of Heidelberg agreed to provide library services to the former Shire of Eltham. Later the former Shire of Diamond Valley and the Shire of Whittlesea joined the regional group.

In 1995, following changes in local government boundaries, the new municipalities of Banyule, Nillumbik and Whittlesea continued their support for the regional library service and YPRL was one of the first regions incorporated under Section 196 of the Victorian Local Government Act 1989.

YPRL provides library services through:

- nine branch libraries located in three Local Government Areas (LGAs)
- three mobile libraries (a Mobile Library, Outreach Vehicle and Reading Rover)
- a home library service.



YPRL is coordinated from Library Support Services (LSS) located at the Civic Centre in South Morang, and also provides selected services to Murrindindi Library Service.

The library service covers an area of 983 square kilometres and includes metropolitan, urban fringe and rural areas. It services a population of 366,460 of whom 141,444 are members. The library has around 160 staff (92 EFT) and a 2015-16 budget of \$14.8 million.

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#### 1.2. Regional Library Agreement

Banyule, Nillumbik and Whittlesea Councils are parties to An Agreement To Form Yarra Plenty Regional Library Service, made on 14 December, 1995 (the Primary Agreement). Clause 14.1 of the Primary Agreement requires that the parties and the Board of the Yarra Plenty Regional Library review the operation of the Primary Agreement at least once in every five years. The Primary Agreement was last reviewed in 2010.

It is critical to YPRL's ongoing operations that revenues and costs are apportioned between the three member Councils in a fair and equitable manner. Such apportionment is guided by the Regional Library Agreement. The application of the agreed guidelines is administered by YPRL in a transparent manner through a series of cost apportionment tables to determine the annual financial contribution payable by each member Council.

The comprehensive 2010 review of the Regional Library Agreement included three reports by two consultants and a mediation process conducted as per the Agreement. The result of this review was a much more detailed methodology to assign library costs, and the reapportionment of the State Government operating grant according to usage.

In concluding the 2010 review the parties determined to amend the Primary Agreement with a Supplemental Agreement, the main item of which referred to the revised method of apportioning income and expenditure to member Councils.

#### 1.3. Issues with the current apportionment methodology

Over the past five years a number of issues with YPRL's income and expenditure apportionment methodology have emerged. These include:

- 1. The methodology is complicated and difficult to understand.
- The allocation of the State Government operating grant (as per the usage formula defined in the Supplemental Agreement) has been previously disputed by the City of Whittlesea.
- 3. The usage measure (circulation) is becoming a less important part of modern library services and does not take into account other use of library branches (e.g. visiting the library, attendance at library programs and activities, using PCs and wifi in the library).
- 4. When the current measures were introduced, there was more uniformity of branch size. There is now a small library (Whittlesea) which assumes the apportioned cost of administration and community engagement equally with the largest branches.
- Small changes to usage can impact significantly on the annual cost to a member Council as it affects both expenditure and income.

With the anticipated introduction of local government rate capping in 2016-17 the expectation is that Regional Library expenditure will be contained to the nominated figure being used by Local Government Victoria. While this may be achieved, individual Council contributions could have a large variation. For example in the draft 2015-16 budget overall costs increased by 3.44%. Total contributions from member Councils increased 4.11% (to offset a reduced proportion of income via State Government funding). However, due to volatility in usage the amounts allocated to each member Council included:

- an increase for Banyule of 4.77% (vs 2.98% in the previous year)
- an increase for Nillumbik of 9.75% (vs -0.20% in the previous year)
- an increase for Whittlesea of 0.92% (vs 12.74% in the previous year).



#### 1.4. Review of the Regional Library Agreement

In line with its periodic review obligations, YPRL sought to review the Regional Library Agreement. Analysis of the current Agreement ensures:

- that it fairly captures the actual costs of each component of the library service (i.e. collections, IT, community engagement, mobile libraries, HR, administration)
- that it fairly captures direct (e.g. staff, utilities, other direct costs) and indirect costs (e.g. administration) for each branch
- that costs are transparently and fairly apportioned according to usage (ensuring that if one member Council has heavy usage of a branch they are sharing the cost).

The review involved consultation with relevant stakeholders including Library Board members, member Council CEOs and Directors, YPRL EMT members. A written report, providing any recommendations for improvement to the apportionment methodology identified through the review, will assist Board members to decide whether there should be changes to the content of the Regional Library Agreement 2015-2020.

I & J Management Services was engaged to undertake the 2015 review of the YPRL Regional Library Agreement.



#### 2. THE COST APPORTIONMENT METHODOLOGY

#### 2.1. Supplemental Agreement 2010

The Regional Library Agreement Supplemental Agreement 2010, Annexure A sets out the following methodology for assigning expenditure and income to each member Council.

#### A. Expenditures

Each Council's annual financial contribution will be established:

- First, by forecasting the expenditures to be made in respect of each Branch Library on the basis defined below, and
- Second, by allocating to Councils the forecast expenditures of each Branch Library on the basis defined below:

(1) The following expenditures will be attributed to each Branch Library.

a) Direct expenditures made in respect of each Branch Library.

b) Indirect expenditures will be apportioned to Branch Libraries on the following basis:

- i) Collection costs (excluding salaries of Library Support Staff ("LSS") staff) are allocated in the proportion which the Collection Size of each Branch Library bears to the total Collection size of all Branch Libraries in the region collectively comprising the municipal districts of Banyule, Nillumbik and Whittlesea ("the region").
- Computer expenditure (including all capital and operational expense related to the provision of IT services but excluding salaries of LSS staff) is allocated by the number of pcs per location
- iii) Organisational Development expenditure (including all training, WorkCover and OH&S but excluding salaries of LSS staff) is allocated by the number of Equivalent Full Time positions per location
- iv) Community Engagement expenditure and Branch-run courier costs (including costs of programs, activities and promotions at each branch and delivery of items across the region but excluding salaries of LSS staff) are allocated by the number of branches in each municipality
- Mobile Library expenditure is allocated by the number of hours of service in each municipality
- vi) Capital expenditure is allocated back to the relevant department and allocated accordingly
- vii) Salaries expenditure (including all on costs) is allocated directly to the relevant location
- viii) Administrative costs (including advertising, legal, stationery, phones and the like) which are regional expenses and salaries of LSS staff are allocated by the number of branches in the municipality.

(2) Forecast expenditures of each Branch Library will then be allocated to Councils in the proportion which the Loan Destination of each Branch Library bears to the total Loan Destination of all Branch Libraries in the region. For the purpose of this calculation loans to users who reside outside the region will be ignored.



#### B. Income

Each Council's annual financial contribution will be reduced by the amount of income it receives by way of State Government library subsidies and grants; and by the amount of income forecast to be earned by Branch Libraries and the Regional Library.

All income from State Government library subsidies and grants received by the Regional Library with reference to a Council will be credited by reference to the proportion which the usage of each Branch Library in that Council's municipal district bears to the total usage of all Branch Libraries in the region.

Each Council's share of other income will reflect the extent to which the Council contributes to the cost of earning that income, and:

(1) If the cost of earning the income is a Direct Expenditure, then the income earned from that expenditure will be apportioned to the Branch Library in accordance with (A)(1)(a) above and will reduce the forecast expenditures of the Branch Library (income in this category includes photocopy charges, public telephone charges and merchandise sales).

(2) If the cost of earning the income is an Indirect Expenditure, then the income earned from that expenditure will be apportioned to Councils in the proportion which each Council contributes to that expenditure (income in this category includes overdue charges and damaged book charges).

(3) Interest income earned by the Regional Library will be apportioned to Councils in proportion to the forecast cash contribution to be made by each Council to the Regional Library.

#### 2.2. The cost apportionment methodology in practice

The YPRL cost apportionment model comprises five steps, within each of which are varying levels of complexity (depending on the step, the cost drivers and the usage calculations).

- Step 1 Calculate branch costs
- Step 2 Apportion branch costs by branch usage
- Step 3 Sum usage costs across all branches for each Council
- Step 4 Add in Mobile, Outreach and other costs
- Step 5 Allocate and deduct State Government Grant and direct income.

The calculation of the 2015-16 cost allocations by Council is shown on the following pages.

#### Step 1 Calculate branch costs

Step 1 calculates branch costs based on the drivers of direct and indirect costs described in the Supplemental Agreement.

For example, the estimated **direct salary** cost at Diamond Valley (Greensborough) for 2015-16 is \$578k. This includes base salaries, superannuation, annual leave and overtime loadings, WorkCover premiums and other provisions. Diamond Valley has 6.0 EFT. The larger branch at Eltham (11.1 EFT) has total estimated direct salaries costs of \$986k. In total, YPRL branch salary costs for 2015-16 are estimated at \$6,035k.

**Other direct** costs at Diamond Valley (including utilities charges and furniture and fittings) total \$95k. Across all nine branches other direct costs total \$850k.



Therefore, the total amount of direct branch costs for 2015-16 is estimated at \$6,885k. Each Council is responsible for maintenance and physical upkeep of the branches in their municipality.

Item \$00	0 Diamond Valley	Eltham	Ivanhoe	Ŧ	Whittlesea	Total
Direct Branch Costs						
Salaries	\$578	\$986	\$758		\$385	\$6,035
Other	\$95	\$126	\$84		\$3	\$850
Sub-total	\$673	\$1,112	\$842		\$388	\$6,885
Indirect Branch Costs			-	-	-	1000
Collections	\$306	\$357	\$351		\$111	\$2,671
Computers	\$78	\$176	\$143		\$33	\$1,057
Org. Development	\$13	\$24	\$18		\$9	\$144
Community engagement	\$23	\$23	\$23		\$23	\$211
Administration	\$360	\$360	\$360		\$360	\$3,237
Sub-total	\$780	\$940	\$896		\$536	\$7,320
Total Branch costs	\$1,453	\$2,052	\$1,738		\$924	\$14,205
Cost drivers						1.1.1.1
Staff EFT	6.0	11.1	8,4		4,3	66.8
Collection items '000	45.6	53.2	52.3		16.6	398.2
Computers	26	59	48		11	354
Branches	1	1	1		1	9
Staff EFT	8,9%	16.6%	12.6%		6,5%	100%*
Collection items '000	11.1%	13.0%	12.8%		4.0%	100%*
Computers	6,6%	15.1%	12.2%	1	2.8%	100%*
Branches	11.1%	11.1%	11.1%		11.1%	100%

* Other staff, collections and computers costs are allocated separately to the mobile and outreach services.

Allocation of indirect costs to each branch starts by determining the total cost of each item across YPRL.

For example, replenishment and maintenance of the total Regional Library **collection** of 398,000 items is estimated to cost \$2,747k in 2015-16 – \$2,671k for the collections in the branches and \$76k to cover the cost of the mobile and outreach collections. The 45,600 collection items at Diamond Valley (reflecting the size of the library and available display space) represent 11.1% of the total collection. Therefore, Diamond Valley is allocated 11.1% of the total \$2,747k collections cost, or \$306k. Similarly, Eltham's collection of 53,200 items bears 13.0% of the total collections cost.

Using the same approach, YPRL estimates that it will cost \$1,170k to provide 392 **computers**, of which 354 will be in the nine branches at a cost of \$1,057k. Diamond Valley has 26 computers or 6.6% of the total, so its bears 6.6% of the total computer cost, or \$78k.

Total **organisational development** costs in branches of \$144k are spread across the branches on the basis of share of EFT, so Diamond Valley has \$13k of these costs. Total **community engagement** costs of \$211k (e.g. publications and printing, regional events, branch activities, library user survey) are spread equally across all branches. Diamond Valley is one of nine branches so it bears one-ninth (11.1%) of this cost – a total of \$23k.

Finally, total YPRL **administration** costs of \$3,237k are also spread equally across the branches. This includes costs for LSS salaries, office rent at YPRL headquarters, central IT costs, supplies, equipment, finance and banking, and other administration costs. Each of the nine libraries is allocated a one-ninth share of this cost, or \$360k.

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In total, indirect costs at Diamond Valley are \$780k. Added to the \$673k direct costs the total cost of providing library services at Diamond Valley is calculated at \$1,453k.

Similarly, the cost of providing library services at Eltham is \$2,052k, at Ivanhoe \$1,738k and so on across all nine branches. The total cost of providing services through the nine library branches in 2015-16 is determined to be \$14,205k.

At this point in the model, which is determining cost allocations for the 2015-16 year ahead, it should be noted that the total cost of providing the library service for the year becomes FIXED (subject to any later agreed additions and deductions). That is, the 'size of the pie' is set. Thereafter, everything else in the model is focused on a fair and equitable allocation of this cost.

#### Step 2 Apportion branch costs by branch usage

Step 2 in the cost methodology apportions the calculated cost of providing services at each branch (from Step 1) on the basis of usage at each branch. Usage is defined in the cost model as the number of loans of physical collection items (e.g. books, DVDs, magazines).

Cost			Loan	s*	Cost \$000				
Branch		\$000	Total	B	N	W	В	N	W
D. Valley	N	\$1,453	205,731	32%	60%	8%	\$470	\$868	\$115
Eltham	N	\$2,052	407,771	19%	78%	3%	\$397	\$1,591	\$64
Ivanhoe	В	\$1,738	278,628	94%	2%	4%	\$1,634	\$42	\$62
Lalor	W	\$1,691	191,492	3%	1%	96%	\$53	\$16	\$1,621
Mill Park	W	\$2,091	394,388	8%	4%	88%	\$169	\$92	\$1,830
Rosanna	В	\$1,405	226,338	93%	4%	3%	\$1,303	\$56	\$45
Thomastown	W	\$1,334	103,165	3%	2%	95%	\$48	\$22	\$1,264
Watsonia	В	\$1,519	231,985	83%	9%	8%	\$1,258	\$142	\$119
Whittlesea	W	\$924	37,058	11%	8%	81%	\$101	\$70	\$753
Total		\$14,205	2,076,556	40.6%	24.3%	35,1%	\$5,433	\$2,899	\$5,873

* Excludes Mobile, Outreach and Out of Area loans.

As calculated in Step 1, provision of library services at Diamond Valley for 2015-16 is \$1,453k. Based on the profile of loans from Diamond Valley in 2014-15, 60% of these loans were made by library members who live in Nillumbik, 32% by Banyule residents and 8% by Whittlesea residents. Therefore, Nillumbik Council is required to pay \$868k for the use of library services at Diamond Valley (60% of \$1,453k). Banyule Council pays \$470k and Whittlesea Council \$115k.

Similarly, the cost of all other branches is allocated to each of the three member Councils as the proportion of loans at that branch made by library members from each LGA. For example, with 96% of loans at Lalor being made by Whittlesea residents, Whittlesea Council pays for 96% of the cost of that branch (96% of \$1,691k = \$1,621k). Banyule Council pays \$53k to use Lalor library and Nillumbik Council pays \$16k to use the library.

Step 2 is where the model moves from determining the **cost of providing services** (Step 1) to a **user pays model** where each Council contributes to the cost of using the library. For example, the total cost of providing services at the two Nillumbik libraries is \$3,505. However, Nillumbik pays only \$2,899 for its use of library services across the region, significantly influenced by the relatively high 'cross-border' use of the Diamond Valley and Eltham libraries by Banyule residents.



#### Step 3 Sum usage costs across all branches for each Council

Step 3 is a simple summation of the costs to each member Council of using each of the nine branches. That is, after the branch-usage filter is applied in Step 2 the total calculated cost of \$14,205k is now split between Whittlesea (\$5,873k), Banyule (\$5,433k) and Nillumbik (\$2,899k).

It should be noted that the distribution of costs on a branch by branch basis does not match the overall distribution of loans. For example, Banyule has 40.6% of all loans but pays only 38.2% of the total cost.

#### Step 4 Add in Mobile, Outreach and other costs

Step 4 in the cost apportionment model adds in costs for the provision of non-branch related library services.

The overall cost of providing the **Mobile Library** in 2015-16 is calculated as \$395k, including salaries, asset replacement, shares of the collections/computer/organisational development budgets and maintenance and fittings. As described in the Supplemental Agreement, this amount is allocated to the member Councils by the number of hours of service in each municipality (Nillumbik 69%, Whittlesea 21%, Banyule 10%).

Similarly, total costs for the **Outreach vehicle** are calculated as \$126k, which is split between the three Councils on the basis of the number of sites visited in each LGA (Banyule 56%, Whittlesea 34%, Nillumbik 10%).

Finally, in 2015-16 the direct capital cost of providing CCTV cameras at branches in each municipality was added to the total. Any other cost items that could be directly attributed to the member Councils would be included here.

Item \$000	Banyule	Nillumbik	Whittlesea	Total
Branch costs	\$5,433	\$2,899	\$5,873	\$14,205
+ Mobile	\$39	\$274	\$82	\$395
+ Outreach	\$71	\$12	\$43	\$126
+ CCTV cameras	\$33	\$18	\$19	\$70
Total cost	\$5,576	\$3,205	\$6,017	\$14,798
- State Government Grant	\$897	\$536	\$776	\$2,209
- Direct income	\$283	\$169	\$245	\$697
- Community rooms	\$1	-	\$62	\$64
Total contribution	\$4,395	\$2,499	\$4,934	\$11,828
Overall usage (% loans) for State Government Grant and Direct Income	.40,6%	24.3%	35,1%	100%

The total cost of running YPRL in 2015-16 is \$14,798k.

#### Step 5 Allocate and deduct State Government Grant and direct income

The final step in the calculation of Council charges for using the Regional Library is the deduction of income elements.

The State Government provides a grant to every Victorian Council to support provision of public library services. From a total pool of money allocated in the State Budget for this purpose, the amount given to each LGA is determined on the basis of population characteristics (including total population and Grants Commission weightings for remoteness, population dispersion, English proficiency, socio-



economic disadvantage and ageing). The total amount for Banyule, Nillumbik and Whittlesea Councils is then provided as a single grant to YPRL. For 2015-16 the **State Government Grant** to the three member Councils totaled \$2,209k.

As defined in the Supplemental Agreement 2010, this amount is split on the basis of overall library usage (defined as loans of physical items – 40.6% from Banyule residents, 35.1% from Whittlesea residents, 24.3% from Nillumbik residents) and deducted from each Council's contribution.

YPRL's **direct income** (including overdue fines, library fees and charges, photocopying, fund raising, interest on investments and income for provision of services to Murrindindi Library Service) is also returned to the three Councils using the same 'usage' split as the State Government Grant.

Finally, any income directly attributable to a Council is deducted from the total. In 2015-16 this included payments for use of community rooms at Thomastown, Lalor and Watsonia libraries.

#### Final contribution

After all income was distributed the total contributions for each member Council in 2015-16 were calculated through the cost apportionment model as:

- \$4.395 million from Banyule Council
- \$2.499 million from Nillumbik Council
- \$4.934 million from Whittlesea Council.



#### 3. A 'PRINCIPLES-BASED' REVIEW

In addressing the issues identified in relation to the YPRL Regional Library Agreement it should first be noted that this is NOT a review of the library service itself. Consultation with Board members and senior managers of the three member Councils found universal agreement that the residents of Banyule, Nillumbik and Whittlesea receive well-managed high quality library services. The Executive management and administration of the Regional Library, and the scope and quality of the services it provides are held in very high regard.

Therefore, the review is focused primarily on the five issues identified in the 2015 review brief (see Section 1.3.). These issues are examined in the following sections of this report in a sequence that is consistent with the structure of the cost apportionment methodology. That is:

- Issue 1 Understanding the model
- Issue 4 Administration costs
- Issue 5 Sensitivity to shifts in usage
- Issue 3 Loans as the sole measure of usage
- Issue 2 State Government Grant.

#### Guiding principles

Analysis of each of these issues and subsequent framing of options and recommendations has been undertaken within the context of a set of guiding principles – principles that were based on the review brief and refined through consultation with stakeholders. Agreement on a 'principles-based' approach is intended to simplify comparison of possible options.

Principle	The cost apportionment model
Equity	fairly allocates expenditure and income between member Councils, using appropriate measures of equity
Transparency	fairly captures the actual costs of the library service and each branch is understood by key stakeholders
Reliability	is predictable, and does not produce unexpected, unexplained or widely variant outcomes
Value to the community	facilitates delivery of good quality library services encourages (or does not discourage) desirable behaviours among users or member Councils (e.g. increased service use)

#### Cost models

It should also be noted that analysis of the cost apportionment model is an endeavour aimed at finding a model which works best for the Regional Library in 2015 and for the next five years.

There is no perfect model. Cost apportionment models are never right or wrong, only ever good or bad in a particular context. That is because cost models are simply mathematical algorithms used to estimate or apportion the cost of a product or service. They function purely on the basis of input parameters, business rules and assumptions. If the current model is not serving its purpose then the failing lies in:

- the data (being inaccurate or inappropriate) and/or
- the business rules (in that methods of cost apportionment do not reflect expectations or reality).

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The outputs of the current cost apportionment model are based on the best available data and accurately reflect the inputs and assumptions. That is, YPRL is deploying the model exactly as it is intended.

Therefore, any concerns with the current outputs from the model must be addressed through review and refinement of the model's business rules and assumptions.

In doing this, it should also be recognised that **the same level of analytical rigour** must be applied to both the assumptions within the current model and any proposed alternatives.



#### 4. ISSUE 1 – UNDERSTANDING THE MODEL

The YPRL cost apportionment model, as originally developed in 1995 and most recently revised and documented in the Supplemental Agreement 2010, aims to fairly apportion the cost of library services to the three member Councils.

The model comprises five steps (as described in Section 2.2). Within each step there are varying levels of complexity, depending on the step, the application of cost drivers and the usage calculations.

- Step 1 Calculate branch costs
- Step 2 Apportion branch costs by branch usage
- Step 3 Sum usage costs across all branches for each Council
- Step 4 Add in Mobile, Outreach and other costs
- Step 5 Allocate and deduct State Government Grant and direct income.

In effect, Step 1 sets the total cost for the annual provision of branch library services. Steps 2 and 3 apportion this 'fixed' cost between the member Councils based on usage by branch. Then Steps 4 and 5 adjust the calculated cost of using branch library services to take account of some specific expenditure and income items.

As far as possible, the cost model seeks to achieve a balance between simplicity and complexity.

- The 5 steps are, at face value, easy enough to understand (even if there are some complicated mathematical formula happening in the background).
- The model is transparent, in that the information used and calculations made are open to Board members and member Councils should they wish to examine it.
- Fairness and equity are seen as being more important (within reason) than simplicity.
  - For example, even though each branch PC costs \$3k or only about 0.02% of the total cost of providing library services, computer costs are allocated to branch libraries by the number of PCs because this is fair and equitable, and is not a complicated calculation.

#### A 'user pays' model

The key to understanding the YPRL cost apportionment model is to recognise that it is a user pays model. While Step 1 of the model determines the cost of providing library services through the YPRL branch network in the next financial year, the subsequent steps apportion this cost in a way that charges Councils for their residents' use of the library services. That is, the more you use the library (actually – the more loans of physical collection items you make), the more you pay.

This means that the differential treatment of each branch's staffing numbers, collection size and PC counts in Step 1, and even the 'blunt' allocation of \$3.2 million LSS administration costs (23% of the total cost) on a per branch basis, has much less influence on the total contributions made by each Council than the number of loans made by library members at each branch and overall.

However, in saying that, there are two further points that must also be understood.

#### Differential branch costs

Firstly, because the model calculates branch costs and then allocates these on the basis of usage at each branch, the cost of making a loan at each branch varies. As seen in the following table (and also in Appendix 1), the cost per loan ranges from a low of \$3.77 at Eltham to \$18.70 at the new Whittlesea library. This cost differential is due to the different mix of staffing, collection and computers at each branch and the overall level of loans at each branch – which is typically related to the branch size.

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The two largest branches at Mill Park and Eltham have cost per loan figures under \$4. Libraries with relatively lower loan numbers (such as Thomastown and Lalor) have above average cost per loan figures. Whittlesea, by far the smallest library with an estimate of only 49,411 loans in 2014-15, has a cost per loan figure five times that of Eltham. This is driven to a considerable extent by each branch library having an equal share of the LSS administration cost. That is, the \$360k administration cost at Eltham represents \$0.66 of the \$3.77 cost per loan (18%), while at Whittlesea the \$360k adds \$7.29 to the cost of each loan (39%).

Branch		Branch cost \$000	Total loans (annualized)	Cost per loan
Diamond Valley	N	\$1,453	274,308	\$5.30
Eltham	N	\$2,052	543,695	\$3.77
Ivanhoe	B	\$1,738	371,504	\$4.68
Lalor	W	\$1,691	255,323	\$6.62
Mill Park	W	\$2,091	525,851	\$3.98
Rosanna	В	\$1,405	301,784	\$4.66
Thomastown	W	\$1,334	137,553	\$9.70
Watsonia	B	\$1,519	309,313	\$4.91
Whittlesea	W	\$924	49,411	\$18.70
Total	-	\$14,205	2,768,741	\$5.13

Consequently, in the YPRL user pays model it matters not only 'How many loans residents make', but also 'Which library they borrow from', as loans from Whittlesea library cost considerably more than loans anywhere else.

#### Fixed total cost of branch services

The second important point about the user pays model is that Step 1 in the model fixes the total cost of providing branch services for the year. Thereafter, the usage patterns at each branch and overall serve only to apportion this fixed cost. Total usage may increase or decrease, and the loans profile between Councils may shift, but this will not change the total cost once it is set. For every additional loan in a branch that is charged to a Council, there must be a corresponding reduction in the total cost apportioned to the other Councils.

#### Conclusion

The YPRL cost apportionment methodology is a user pays model. It employs a selection of relevant cost drivers to determine the cost of providing services at each branch. Then through the application of usage statistics in apportioning costs at branch level, and in apportioning costs and revenues at Council level, the model explicitly charges each Council for their residents' use of the library (not the cost of the Council providing library services to its residents). In that sense YPRL's cost apportionment model is perhaps the most sophisticated model currently in use among Victoria's regional library corporations (which typically have some but a lesser emphasis on usage as the defining driver of cost).

Given this blend of simplicity and complexity it is important that Board members and member Council's understand how the model works – and how the contribution they are apportioned each year has been derived. Through this review it is hoped that the current Board now has a greater understanding of how the model works, and are able to use this knowledge to inform their decisionmaking. As membership of the Board changes in time it would be desirable for this knowledge and understanding to be shared.



#### 5. ISSUE 4 – ADMINISTRATION COSTS

#### 5.1. LSS administration costs

When the current model was introduced there was a fair degree of uniformity in the size of the library branches. Therefore, allocating some corporate expenses on a 'per branch' basis was not an unreasonable way of apportioning costs.

However, the method of allocating LSS administration costs has been brought into greater focus through the opening of a small library at Whittlesea, which shares the apportioned cost of LSS administration (and community engagement) equally with the largest branches in the region.

Under the current model the 2015-16 LSS administration cost of \$3,237k is split equally across all nine branches. This equates to \$360k per branch, and on average represents 23% of total branch costs, although this varies from 39% of costs at Whittlesea to 17% of costs at Mill Park. Once the branch service provision costs from Step 1 in the model are then passed through the loans-based usage filter in Step 2, Whittlesea ends up contributing 43% of the LSS administration cost, Banyule 38% and Nillumbik 19%.

#### Administrative cost drivers

The current method of allocating LSS administration costs equally to branches is simple to explain and easy to apply. The model assumes that the work of running the Regional Library is equally beneficial to each branch.

However, this approach does not reflect the actual cost to each Council, branch or library user of performing these 'corporate' functions, because not all administration functions are directly related to service delivery in library branches. Some centralised administration functions (e.g. executive management, strategy and policy development) are truly 'regional', benefitting all member Councils equally. Other functions such as corporate information systems and marketing are influenced by regional, municipal and branch-related factors.

An apportionment model that recognises the actual cost of LSS administration functions might have a mix of:

- a fixed one-third 'per Council' component, assuming that LSS functions benefit each member Council equally
- a fixed one-ninth 'per branch' component, as in the current model
- a variable component, which might employ library use or population as a cost driver
- a 'direct cost' component, as is currently used in the model for items like the CCTV cameras in 2015-16.

#### More detailed allocation of LSS administration costs

Analysis of the \$3,237k LSS administration cost shows that it could be further broken down and reallocated within the model, especially the salaries and on-costs that can be attributed to regional functions.

The first level of disaggregation is to separate LSS executive management salaries and associated costs (\$599k) from the overall total. This Regional Library function might more appropriately be split equally between the three member Councils.



The remaining \$2,638k might continue to be allocated on a per branch basis, although around half of this amount (\$1,314k) can be allocated to community engagement, collections, IT and organisational development functions – each of which is already apportioned to branches within the model via accepted cost drivers. If this approach were to be adopted the balance in LSS administration would be \$1,324k (41% of the original LSS amount). In the absence of any other clear functional allocative mechanism this administration cost might continue to be apportioned equally to each of the nine branches.

LSS Administration	\$000	Potential re-allocation		
LSS Executive management \$59		Distribute equally across three member Councils		
LSS Administration	\$2,638			
Administration	\$1,324	Equally per branch		
Community engagement	\$572	Include with Community engagement (per branch)		
Collections	\$361	Include with Collections (% of collection)		
IT	\$295	Include with Computers (% of PCs)		
Organisational development	\$87	Include with Org. Devt. (% of staff EFT)		
Total	\$3,237			

Therefore, the treatment of LSS administration costs in the current model might be adjusted to distinguish between corporate, branch-related and service related functions. The impact of this adjustment is only observed on the cost side of the model.

LSS Administration \$0	00 Banyule	Nillumbik	Whittlesea	Total
Current distribution of \$3,237k	\$1,248	\$603	\$1,386	\$3,237
Impact of reallocating costs for executive management (only)	2 (\$31)	\$88	(\$57)	\$0
Impact of reallocating costs for executive management, community engagement, collections, IT and organisational development	: (\$42)	\$105	(\$63)	\$0

Separation of \$599k executive management costs from LSS administration and reallocation of this amount equally between the member Councils increases Nillumbik's costs by \$88k and reduces the cost share of Whittlesea and Banyule. Nillumbik has only two out of nine branches and relatively high out of area use, which means that in the past it has been paying much less than a one-third share of 'corporate' costs.

The further reallocation of community engagement, collections, IT and organisational development costs on the basis of usage, rather than equally by branch has the net effect of increasing Nillumbik's cost share by a further \$17k, with Banyule's costs down by \$11k and Whittlesea by \$6k.

#### Conclusion

The current treatment of LSS administration costs assumes all administration costs are related directly and equally to branch operations. This approach does not reflect the actual cost to each Council, branch or library user of performing 'corporate' functions. More detailed analysis of the \$3,237k which is currently described as LSS administration shows that \$1,314k of this can be associated with delivery of library services that are already apportioned through the model using discrete cost drivers. A further \$599k can be attributed to centralised executive management, strategy and policy development functions that are truly 'regional', and benefit all member Councils equally.



#### 5.2. Community engagement

As described previously, the total \$211k cost of community engagement activities (e.g. publications and printing, regional events, branch activities, library user survey) is spread equally across all branches. That is, the Step 1 calculation of service delivery cost for each of the nine YPRL branches includes \$23k for community engagement.

The assumption, as is the case for LSS administration, is that the performance of these 'central' functions benefits all branches equally. There is some validity to this argument as community engagement activities and outputs are available to and present at every branch, regardless of the extent to which each branch actually delivers community engagement programs.

However, to ensure consistency with the rest of the cost apportionment model the review must consider whether there are other cost drivers that more accurately reflect the 'use' of centralised community engagement functions. These might include:

- a 3-way 'per Council' split, assuming that community engagement is a core YPRL function that benefits each member Council equally
- a 'usage' split, with participation in YPRL programs the closest measure of use of the outputs of the community engagement functions
- a population split, assuming that all residents in the region benefit from the performance of these functions.

Uptake or attendance at library programs conducted at each branch is perhaps the best alternative to the current model (although not necessarily a better option). If program attendance numbers at each branch in 2014-15 were then used to apportion the \$211k community engagement cost to the nine branches in Step 1, the resulting cost allocation (after passing through an estimated 'usage' filter in Step 2) would see Whittlesea contribute an additional \$10k, with corresponding reductions of \$7k at Banyule and \$3k at Nillumbik. The reason for this change is that while Whittlesea has four of nine branches (44%), 50% of program attendance across YPRL is at Whittlesea's four libraries, and after passing through the usage filter Whittlesea would pay a slightly greater share of the community engagement costs.

Community Engagement	\$000	Banyule	Nillumbik	Whittlesea	Total
Current distribution of \$211k (cost driver = per branch)		\$82	\$39	\$90	\$211
Impact of alternative method		(\$7)	(\$3)	\$10	\$0
(cost driver = program attendance)					

If, however, there was a reallocation of LSS administration costs as discussed in Section 5.1, the total cost of community engagement activities would increase from \$211k to \$783k. Under this scenario, and using program attendance as the cost driver, Whittlesea's increased usage share would be \$39k, with Banyule and Nillumbik's cost share down by corresponding amounts.

3	Community Engagement \$	000	Banyule	Nillumbik	Whittlesea	Total
	Distribution of \$783k		\$302	\$146	\$335	\$783
Γ	Impact of alternative method	ſ	(\$27)	(\$12)	\$39	\$0

#### Conclusion

The rationale for allocating community engagement costs equally across all YPRL branches is not unreasonable. Consequently, there is no compelling case to change the current model.

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However, for consistency with the rest of the cost apportionment model, where all other costs other than central administration are allocated on the basis of specific cost drivers, community engagement costs might be apportioned to branches on the basis of total attendance at library programs at each branch.



#### 6. ISSUE 5 – SENSITIVITY TO SHIFTS IN USAGE

#### Shifts in usage affect Councils' budget approach

There is concern among Board members and member Councils that small changes in usage can impact significantly on the annual cost of the library to a member Council. Changes in usage, at a branch and an overall level, are influential in the cost apportionment model as they affect both the expenditure and the income side of the equation.

With the introduction of rate capping in 2016-17 the expectation is that Regional Library expenditure will be contained to the nominated figure being used by Local Government Victoria. While this may be achieved at a regional level, individual Council contributions could still experience large variation.

The reliability of the cost apportionment model (in terms of avoiding significant year on year fluctuations in total contribution) is a critical principle for the member Councils in the review of the Regional Library Agreement.

#### Recent changes in total contribution

The total net cost of running the Yarra Plenty Regional Library (expenditure less income) increased by 6.3% in 2014-15 from \$10.7 million in 2013-14, and then by a further 4.1% in 2015-16. However, in this time two of the three member Councils have experienced significant movement in their annual contribution, with Whittlesea's costs increasing by 12.7% in 2014-15 and then by only 0.9% the following year, while Nillumbik's net contribution dropped by \$5,000 in 2014-15 before increasing by 9.8% (\$222k) in 2015-16.

Total Contribution \$000	ontribution Banyule NIIIumbik		Whittlesea	Total	
2013-14	\$4,074	\$2,282	\$4,336	\$10,692	
2014-15	\$4,195 +3.0%	\$2,277 -0.2%	\$4,889 +12.7%	\$11,361 +6.3%	
2015-16	\$4,395 +4.8%	\$2,499 +9.8%	\$4,934 +0.9%	\$11,828 +4.1%	

Analysis of the workings of the cost apportionment model clearly shows the reasons for these changes.

Significant shift in contribution	Major contributing factors					
Whittlesea	+ \$553k total					
2014-15	+ \$597k branch usage costs					
+ 12.7%	+ \$732k Whittlesea (new branch)					
	<ul> <li>\$66k Mill Park (branch costs down \$81k or 4%)</li> </ul>					
	- \$35k Staff					
	- \$26k Collections					
	- \$20k Administration					
	<ul> <li>\$61k Lalor (branch costs down \$68k or 4%)</li> </ul>					
	Similar to Mill Park					
Nillumbik	+ \$222k total					
2015-16	+ \$253k branch usage costs					
+ 9.8%	<ul> <li>+ \$133k Eltham (branch costs up \$167k or 9%)</li> </ul>					
	+ \$112k Staff costs +1.0EFT					
	+ \$33k Collections up 1,200					
	+ \$13k Computers					
	<ul> <li>+ \$70k Whittlesea (usage up from 0% to 8%)</li> </ul>					
	<ul> <li>+ \$33k Watsonia (usage up from 7% to 9%)</li> </ul>					

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The \$553k increase in Whittlesea's contribution in 2014-15 is completely explained by the opening of the new branch library at Whittlesea, which added \$732k to branch usage costs. The cost of opening the new branch was partially offset by corresponding reductions in staff, collections and administration costs at the Mill Park and Lalor branches.

Similarly, the \$222k increase at Nillumbik in 2015-16 is substantially explained by agreed increases in staffing, collections and computers at the Eltham branch. There was also an additional \$70k due to usage of library services at the new Whittlesea branch that had not been assumed in the previous year, and a 2% increase in the share of loans at Watsonia.

That is, the two significantly above average increases in Council contributions in the past two years have both been due to changes in the service delivery model.

# Variation in usage

As shown above, cost variability due to changes in usage has a real but secondary impact on the total annual cost contribution for each Council. Usage changes are more likely to represent upward or downward variation of \$20k to \$30k per annum at a branch than any larger cost movement. It is, however, worth examining the variations in usage that have occurred over recent years to see if the cost model could be improved to minimise any sensitivity to shifts in usage.

Under the current cost apportionment model the more you use the library the more you pay. However, any increased/decreased usage at branch level also leads to an increased/decreased share of overall usage and the State Government Grant, which partially offsets any change in usage cost.

Analysis of the usage profile at each branch over the four year period from July 2011 to June 2015, looking at various 6, 9 and 12 month time periods shows that at most branches there is little change in the proportion of loans originating from library members from each LGA.

Council %		DV	Elt	Iva	Lal	MP	Ros	Tho	Wat	Whi	All
Banyule	Max	33.5	19.9	95.1	3.1	8.8	94.4	3.7	85.7	11.1	41.7
Nillumbik	Max	60.8	78.1	2.7	1.0	4.7	4.2	2.1	10.5	8.3	24.3
Whittlesea	Max	8.8	3.2	3.7	96.9	88.2	3.3	95.5	8.1	82.3	37.4
Banyule	Min	30.5	19.0	93.9	2.2	7.8	92.7	2.6	81.6	10.9	39.3
Nillumbik	Min	59.3	77.2	1.4	0.8	3.8	3.1	1.2	6.8	6.7	23.0
Whittlesea	Min	7.0	2.7	3.0	95.9	86.5	2.4	94.7	7.5	80.6	34.2
Banyule	Diff	3.0	0.9	1.2	0.9	1.0	1.7	1.1	4.1	0.2	2.4
Nillumbik	Diff	1.5	0.9	1.3	0.2	0.9	1.1	0.9	3.7	1.6	1.3
Whittlesea	Diff	1.8	0.5	0.7	1.0	1.7	0.9	0.8	0.6	1.7	3.2

For example, at Eltham, with more than half a million loans per annum the branch with the highest number of loans, Nillumbik residents make between 78.1% and 77.2% of the total number of loans. Banyule residents account for between 19.9% and 19.0% of loans and Whittlesea residents make between 3.2% and 2.7% of the loans at Eltham library. That is, depending on the timeframe used for statistical calculation in the four year period the maximum amount of variation in the usage distribution between Councils is 0.9%. If this 0.9% variation was experienced from one costing year to the next the impact on the total Council contribution would be around \$18,000.

The highest degree of variability in usage is at Watsonia, where Banyule residents account for between 85.7% and 81.6% of loans, and Nillumbik residents account for between 10.5% and 6.8% of loans. If this variation of around 4% was experienced from one costing year to the next the impact on the total Council contribution would be around \$50,000 to \$60,000.

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So cost sensitivity to usage is greatest for branches where there is year on year variation in the usage profile by Council (notably Watsonia and Diamond Valley), or for branches which have a high average cost per loan (i.e. Whittlesea \$18.70, Thomastown \$9.70).

If, however, usage is based purely on annual statistics, or even averages of annual statistics, the variability in the usage profile is diminished considerably (as shown in the table below). In fact, the variation in usage profile from the average of the annual figures for 2011-12 to 2013-14 to the annual figures for 2012-13 to 2014-15 is in almost all cases less than less than +/- 0.4%. This means that annual variation in usage costs per branch for any member Council would in most cases be no more than +/- \$6,000 (often less than this amount).

Council %	Year	DV	Elt	Iva	Lal	MP	Ros	Tho	Wat	Whi	All
Banyule	11-12	33.5	19.3	94.3	2.9	8.8	93.7	2.8	85.7		41.1
Banyule	12-13	32.1	19.0	94.1	2.3	8.0	94.3	2.6	84.8		41.4
Banyule	13-14	31.2	19.8	94.5	2.3	7.8	93.4	3.2	85.0		40.9
Banyule	14-15	31.6	19.2	93.9	3.1	8.0	92.7	3.4	81.6	11.0	40.6
Nillumbik	11-12	59.5	78.0	2.7	0.9	4.7	3.6	1.7	6.8		23.6
Nillumbik	12-13	60.8	78.1	2.7	1.0	4.2	3.2	2.0	7.1		23.8
Nillumbik	13-14	60.4	77.4	2.2	0.8	4.1	3.9	1.7	7.3		23.8
Nillumbik	14-15	60.4	77.7	2.5	1.0	4.4	4.2	1.7	10.5	6.7	24.3
Whittlesea	11-12	7.0	2.7	3.0	96.1	86.5	2.7	95.5	7.5		35.3
Whittlesea	12-13	7.1	2.9	3.2	96.7	87.8	2.5	95.3	8.1		34.8
Whittlesea	13-14	8.4	2.9	3.3	96.9	88.2	2.7	95.1	7.7		35.3
Whittlesea	14-15	8.0	3.2	3.6	95.9	87.6	3.2	94.9	7.9	82.3	35.1
Average %	Year	DV	Elt	Iva	Lai	MP	Ros	Tho	Wat	Whi	All
Banyule	11-14	32.3	19.4	94.3	2.5	8.2	93.8	2.9	85.2		41.1
Banyule	12-15	31.6	19.3	94.2	2.6	7.9	93.5	3.1	83.8	11.0	41.0
Nillumbik	11-14	60.2	77.8	2.5	0.9	4.3	3.6	1.8	7.1		23.7
Nillumbik	12-15	60.5	77.7	2.5	0.9	4.2	3.8	1.8	8.3	6.7	24.0
Whittlesea	11-14	7.5	2.8	3.2	96.6	87.5	2.6	95.3	7.8		35.1
Whittlesea	12-15	7.8	3.0	3.4	96.5	87.9	2.8	95.1	7.9	82.3	35.1
Variation %		DV	Elt	Iva	Lal	MP	Ros	Tho	Wat	Whi	All
Banyule		- 0.7	- 0.1	- 0.1	+0.1	- 0.3	- 0.3	+ 0.2	- 1.4		- 0.1
Nillumbik		+0.3	- 0.1	0.0	0.0	- 0.1	+0.2	0.0	+1.2		+ 0.3
Whittlesea		+0.3	+ 0.2	+ 0.2	- 0.1	+ 0.4	+0.2	- 0.2	+0.1	-	0.0

# Conclusion

While shifts in usage at a branch level and overall affect both the cost and the income calculations in YPRL's cost apportionment model, the main driver of above average increases in total contributions in the past few years has been agreed changes to the service delivery model (i.e. changes in branch numbers, size and structure).

The usage-based model could, however, be improved by adopting a longer timeframe for tracking the usage distribution at each branch, which would have the effect of dampening any short to medium term volatility in usage levels. Using a longer timeframe would also mean that any change between a preliminary run of the model and the final calculations would be much smaller than occurs with the current process.

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# 7. ISSUE 3 – LOANS AS THE SOLE MEASURE OF USAGE

The YPRL cost apportionment model uses a number of cost drivers (e.g. collections, staff, computers) to determine the cost of providing library services in its nine branches. Thereafter, the model almost exclusively uses a measure of library usage to apportion costs and income to each of the member Councils. Loans at each branch are used to apportion the cost of using each branch, and overall loans are used to apportion income back to each Council.

The sole measure of usage in the model is the number of loans of physical collection items (e.g. books, DVDs, magazines).

# Use of a modern public library

Loans, and in particular loans of books, continue to be the primary service offered by public libraries, and the service used by the highest proportion of library users. Library surveys typically show that around 90% of active library members borrow collection items during any year. In 2014-15 there were just over 2 million loans of physical collection items at YPRL's libraries.

The number of loans made at each branch by residents from each LGA is also the simplest 'usage' measure for use in the model. Loans can only be made with a library membership card, and the Library Management System (LMS) automatically records the borrowing and borrower location.

However, the reliance of the cost model on loans as the sole measure of usage ignores the many other uses of a modern library. For example:

- participation in educational and cultural programs such as Story Time, literacy programs, school holiday programs and book clubs (in 2014-15 there were around 140,000 attendances at YPRL programs)
- borrowing of digital collection items (more than 100,000 loans in 2014-15)
- use of computers and use of wifi to access information and the internet (nearly half a million computer bookings and wifi sessions in 2014-15)
- use of library facilities as a place for study, business or relaxation (included within a total of 1.4 million library visits in 2014-15)
- use of library facilities as a meeting place and community hub (also within the visits total).

Ideally the cost model would recognise a wider range of uses to reflect the way in which different cohorts use the library. That is:

- more literate readers borrow books and resources, and attend book clubs and events
- young families attend Story Time and early years' literacy activities
- people of all ages use the library's computers and wifi (especially people with limited access to technology at home, work or school)
- people borrow digital resources
- school students do homework and participate in holiday programs
- older and/or socially isolated people use the library as a place to be.

# Alternative measures of use

In practice, broadening the definition of usage in the current cost apportionment model beyond loans of physical items is problematic at this time as it relies on being able to know BOTH the library branch at which the usage occurred AND the residential location of the library user.

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As noted previously, the number of loans of **physical collection items** can be linked to membership and borrowing location via the LMS. Similarly, loans of **digital collection items** can be linked to membership and the borrower's location, although in this case the items are not borrowed from a physical 'branch' – digital items being part of the online regional collection that has no fixed location.

Total **attendance at programs** run at or by each library branch is measured through headcounts of participants. However, in most cases there are no conditions of entry or registration requirements, and no requirement to present a library membership card – the point being that anyone can attend the programs run by the library. If program participation were to be viable as a measure of library usage for use in the cost apportionment model YPRL would need to be able to track what proportion of program attendees were from each LGA. This might be done through the introduction of program registration or sample surveys of participants, although these processes could have the unwanted effect of discouraging program participation.

YPRL could use **computer or wifi usage** as a measure of library usage. If a library user wants to book a library computer or log on to the library wifi they must be a registered library member. Hence their residential location is known via their library membership details. The branch location of the usage is also known through the library's PCRes and Bluesocket (wifi) systems. However, while the library systems currently track the number of computer and wifi sessions at each branch in any period, they do not match this up with the users' library membership details (and in particular postcode). This could be done but would require some additional reporting functionality to be programmed on the systems. [It might also be noted that some public libraries are considering moving to open access to their wireless networks. If YPRL were to adopt this approach it would de-link access to library membership, although postcode might be retained as a mandatory log on field.]

Finally, YPRL does track the number of **visits** to each branch library through people counters at the entry doors. However, this process does not record any information about the library user, other than that they entered the library. Furthermore, recording any form of personal information on entry to the library, on either a regular or a sample basis, and with whatever reasonable justification, would require a significant logistical effort and might be perceived as contrary to the idea of public libraries being free, open, welcoming and accessible to all.

Measure of library usage	Library branch at which use occurred?	Residential location of library user?
Loans of physical collection	V	1
items	(via library membership card	(via library membership card
	and LMS)	and LMS)
Loans of digital collection items	х	✓
_	(digital collection does not	(via library membership card
	belong to a physical branch)	and LMS)
Attendance at library programs	star and a star and a star a sta star a star a sta	x
	(via headcounts)	(no registration requirements
		or recording process)
Use of library computers or wifi	1	1
	(via PCRes system)	(via library membership card
		and PCRes system, but not
		currently tracked)
Visits to the library	~	X
-	(via door counters)	(no entry conditions)

So, while there are other measures of library use that might be used to supplement the number of loans in the YPRL cost apportionment model, the structure of the current model dictates that the

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practical value of these other measures is limited unless additional information can be obtained about the profile of use within each branch.

# Estimating the profile of use within a branch

The previous table shows that YPRL already has data on the number of program attendances, the number of computer bookings and wifi sessions and the number of visits at/to each library branch. What the Regional Library does not have is a documented breakdown of this level of branch usage by the users' LGA.

YPRL does, however, have a proxy indicator of the distribution of library use by Council area. That is, the proportion of loans of physical items made at each branch.

For example, in describing Step 2 of the model in Section 2 of this report, it was noted that only 60% of loans at Diamond Valley are made by Nillumbik residents. Thirty two percent of loans are made by Banyule residents and 8% by Whittlesea residents. If this is the borrowing profile of the people who use the Diamond Valley library, it might also be assumed that the profile of program participation at the branch also has a 60-32-8 split, as does the distribution of computer use and the distribution of library visits. Similarly, if 94% of borrowers at Ivanhoe are Banyule residents, might it not be assumed that 94% of program attendances, computer uses and visits at Ivanhoe are also made by Banyule residents?

Whilst there are clearly differences in the profile of library users **between** branches, as evidenced by the borrowing statistics (e.g. the number of loans per collection item per annum at Eltham is 10.2 vs 3.0 at Whittlesea – see Appendix 1), it might reasonably be argued that there is likely to be less variation in the profile of library use **within** a branch. This assumption is, of course, untested, just as are some the assumptions in the current model.

# The cost impact of a broader definition of library use

For the purposes of examining the possible implications of adopting a broader definition of library usage on the cost allocations between the three member Councils, assume that the distribution of library use by residents' LGA is common across loans, program attendance, computer use and library visits. That is, as outlined in the following table (from Section 2).

		Use	distributi	ion*	-	Cost \$0	00	
Branch		B	N	w	Branch cost	В	N	w
Diamond Valley	N	32%	60%	8%	\$1,453	\$470	\$868	\$115
Eltham	N	19%	78%	3%	\$2,052	\$397	\$1,591	\$64
lvanhoe	В	94%	2%	4%	\$1,738	\$1,634	\$42	\$62
Lalor	w	3%	1%	96%	\$1,691	\$53	\$16	\$1,621
Mill Park	W	8%	4%	88%	\$2,091	\$169	\$92	\$1,830
Rosanna	В	93%	4%	3%	\$1,405	\$1,303	\$56	\$45
Thomastown	W	3%	2%	95%	\$1,334	\$48	\$22	\$1,264
Watsonia	В	83%	9%	8%	\$1,519	\$1,258	\$142	\$119
Whittlesea	W	11%	8%	81%	\$924	\$101	\$70	\$753
Total					\$14,205	\$5,433	\$2,899	\$5,873
Overall %		40.6%	24.3%	35.1%	100%	38.2%	20.4%	41,4%

* Based on % of loans by LGA of borrower.

What this shows is that it, in terms of allocating and aggregating branch costs in Steps 2 and 3 of the cost apportionment model it **does not matter** what measure of library usage is used. What matters is



the distribution profile. That is, if it is assumed that Ivanhoe has a 94-2-4 split, then the \$1.738 million cost of providing branch services will be split 94-2-4.

However, the choice of usage measure **does matter** on the income side of the model. In Step 5 of the model it is the overall usage distribution that factors in to the apportionment of income – not the branch by branch figures, as shown in the following tables.

	Loi	ans	10000	gram dance		ter/wifi ions	Library	visits
Branch	No.	%	No.	%	No. %		No.	%
Diamond Valley	205731	9.9%	12440	8.9%	23941	5.1%	82044	5.9%
Eltham	407771	19.6%	15401	11.0%	60586	12.9%	250024	17.9%
Ivanhoe	278628	13.4%	17389	12.4%	64985	13.8%	169103	12.1%
Lalor	191492	9.2%	19167	13.7%	73259	15.6%	211219	15.1%
Mill Park	394388	19.0%	33472	23.9%	101288	21.6%	218674	15.6%
Rosanna	226338	10.9%	10827	7.7%	35410	7.5%	135293	9.7%
Thomastown	103165	5.0%	11362	8.1%	59141	12.6%	151981	10.9%
Watsonia	231985	11.2%	13785	9.9%	48102	10.2%	145276	10.4%
Whittlesea	37058	1.8%	5944	4.3%	2715	0.6%	35887	2.6%
Total	2076556	100%	139787	100%	469427	100%	1399501	100

		Use dist	ribution*	
Type of library use	Banyule	Nillumbik	Whittlesea	YPRL
Loans of physical items	40.6%	24.3%	35.1%	100%
Program attendance	35.2%	17.0%	47.8%	100%
Computer/wifi sessions	35.4%	16.0%	48.6%	100%
Library visits	36.7%	20.2%	43.1%	100%
Population (for reference)	33.4%	16.7%	49.8%	100%
		Income dist	ribution \$000	
State Government Grant \$000				\$2,209
Direct income \$000	-		1	\$697
Total distributed income	1			\$2,906
Loans of physical items	\$1,180	\$705	\$1,021	\$2,906
Current measure	=	-	-	-
Program attendance	\$1,023	\$494	\$1,389	\$2,906
Impact on modelled income	(\$157)	(\$211)	\$368	\$0
Computer/wifi sessions	\$1,029	\$465	\$1,412	\$2,906
Impact on modelled income	(\$151)	(\$240)	\$391	\$0
Library visits	\$1,066	\$587	\$1,253	\$2,906
Impact on modelled income	(\$114)	(\$118)	\$232	\$0

* Overall use distribution is that which is determined once the branch totals are distributed according to branch usage and then summed by LGA.

What becomes evident when alternative measures of library usage are considered is that the overall distribution of loans by LGA is quite different to the distribution of other library uses. Banyule residents make 40.6% of the loans but are estimated to use only 35% to 37% of other library services. Whereas, Whittlesea residents make 35.1% of loans but are much more likely to be using the library to attend programs (47.8%) or access the computers and wifi (48.6%), in line with the regional population.

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If program attendance were the sole measure of library usage (as opposed to loans), the total usage cost apportioned to each member Council would not change. However, because the model has a concentrated focus on use as the means of apportioning both cost and income, the return of the State Government Grant and other direct income to Councils would change. In this case, Banyule would receive \$157,000 less and Nillumbik \$211,000 less than under the current loans-based model because their residents use less of the program services provided by the library. Whittlesea, whose residents are relatively greater users of library programs would receive \$368,000 more than at present (the net impact being \$0 under the fixed cost model).

Similarly, if use of computers was the sole measure of usage Whittlesea would contribute \$391,000 less than at present with the lesser using Councils Banyule and Nillumbik contributing more. So too if library visits were the usage measure, Whittlesea would pay less and Banyule and Nillumbik would pay more.

# Conclusion

Having loans of physical collection items as the sole measure of library usage in the YPRL cost apportionment model fails to recognise the much broader range of services offered by a modern library – services that are highly valued and regularly used by different cohorts of the population. To the extent that it is possible the cost apportionment model should use a broader definition of library usage. This broader definition would still include loans as the primary measure, but might also incorporate other measures of use. For example, and as an arbitrary split of use, there being no relevant industry standard or accepted definition:

- 50% of use = loans of physical collection items
- 25% of use = attendance at library programs
- 25% of use = use of computers and wifi.

While a number of alternative measures of library use can be easily identified, and use by branch measured, the methods for definitively determining the profile of within branch use by LGA do not yet exist, and even if they were to be implemented might negatively influence use of the library services.

However, a proxy measure of the distribution of library use within branches does exist (loans by LGA) and, subject to further practical testing of its applicability, might be used to apportion costs and income within the YPRL model.

Based: i) on current and historical usage statistics; and ii) on using the proxy measure of within branch use, the impact of this broader definition of library use would mean that each Council's total cost of using library services would be unchanged, but that the State Government Grant and direct income would be reallocated with:

- Banyule contributing an extra \$77,000 per annum
- Nillumbik contributing an extra \$113,000 per annum
- Whittlesea contributing \$190,000 less per annum.



# 8. ISSUE 2 – STATE GOVERNMENT GRANT

# Library funding

The State Government provides a grant to every Victorian Council to support provision of public library services. From a total pool of money allocated in the State Budget for this purpose, the amount given to each LGA is determined on the basis of population characteristics.

In distributing the funding the State Government advice states:

87.5% of the total State Government funding pool is allocated between Councils on a per capita basis

12.5% of the funding pool is allocated on the basis of a flat amount per Council adjusted using Grants Commission weightings for remoteness, population dispersion, English proficiency, socio-economic disadvantage and ageing

95% of the amount allocated to each service is designated as 'Core Funding'

5% of the amount allocated is designated as 'Local Priorities Funding'.

In 2015-16 the flat amount per Council (the 12.5% component) was \$59k, which after adjustments across all Victorian LGAs led to Whittlesea being allocated \$59k, Banyule \$53k and Nillumbik \$48k.

Beyond stating its method of determining the funding allocation and distinguishing between 'core' and 'local' priorities funding, the State Government does not dictate how the library grant is to be spent. To simplify its accounting and distribution of funds, for Regional Library Corporations the State Government sums the amount allocated to each LGA and makes one single payment to the regional library.

For 2015-16 the State Government Grant to YPRL's three member Councils totaled \$2,209k.

# Allocation of the State Government Grant

In the 2010 review of the Yarra Plenty Regional Library Agreement the 'equitable' allocation of the State Government Grant was a point of contention between the member Councils. Whittlesea argued that the amount allocated to each Council should be returned to each Council as income that reduced their total cost of using the library. Banyule and Nillumbik argued that the total Grant amount should be returned to Council's in accordance with their relative use of library services. As agreement could not be reached within internal processes the matter was referred for arbitration.

The Arbitrator Mr Golvan concluded that:

Allocation of funds based on library usage criteria in a regional library service seem to me to be a fairer and more consistent approach (than a population or collection offset approach).

It also ensures that the State Government funding is allocated for library purposes, which is the purpose of the recurrent annual funding.

The 2010 Supplemental Agreement clearly differentiates calculation of the cost of providing library services from the treatment of income. The State Government Grant appears on the 'Income' side of the model, and is deducted once the total cost of using library services is determined.

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Pursuant to Mr Golvan's findings, the 2010 Supplemental Agreement states that:

Each Council's annual financial contribution will be reduced by the amount of income it receives by way of State Government library grants.

All income from State Government library grants received by the Regional Library with reference to a Council will be credited by reference to the proportion which the usage of each Branch Library in that Council's municipal district bears to the total usage of all Branch Libraries in the region.

In effect, consistent with YPRL's user pays approach to cost apportionment, in Step 5 of the model the 95% 'core funding' allocation is returned to member Councils in the proportion of their total use of the branch libraries, which as previously noted in 2015-16 was:

- 40.6% Banyule
- 24.3% Nillumbik
- 35.1% Whittlesea.

		Grant Am	ount \$000	i	and the second second	RLA 'usage rtionment	and the second s	V	ariance S(	000
Year	B	N	w	Total	В	N	W	8	N	W
2011-12	645	347	827	1,820	723	375	721	78	28	(106)
2012-13	698	375	944	2,017	712	476	828	14	102	(116)
2013-14	711	378	1,010	2,100	872	495	733	161	116	(277)
2014-15	715	378	1,061	2,155	854	495	806	139	117	(256)
2015-16	735	389	1,076	2,200	893	534	773	158	145	(303)
Total	3,504	1,868	4,919	10,290	4,054	2,376	3,861	550	508	(1,058)
2011-12	35.4%	19.1%	45.5%	100%	39.7%	20.6%	39.6%			-
2012-13	34.6%	18.6%	46.8%	100%	35.3%	23.6%	41.1%			
2013-14	33.9%	18.0%	48.1%	100%	41.5%	23.6%	34.9%			
2014-15	33.2%	17.6%	49.2%	100%	39.6%	23.0%	37.4%			
2015-16	33.4%	17.7%	48.9%	100%	40.6%	24.3%	35.1%			
Total	34.0%	18.2%	47.8%	100%	39.4%	23.1%	37.5%	1		

^{*} Total 'core funding' excludes 5% 'local priorities funding'. Total amount may vary slightly from budget estimates in the cost apportionment model (e.g. \$10k in 2015-16) due to differences in timing of budget processes and grant funding. Any variation is addressed in annual accounting provisions.

Over the past five years Banyule has been allocated \$3.50 million by the State Government for 'core funding' of library services, or 34.0% of the total amount allocated to YPRL. Having used, on average, 39.4% of library services, Banyule has through the YPRL model been credited with \$4.05 million. Nillumbik's total Grant amount from the State Government is \$1.87 million, and it has received \$2.38 million back through the cost apportionment model. The State Government has allocated \$4.92 million to YPRL based on Whittlesea's growing population and its demographic characteristics. Through the loans-based usage model Whittlesea has received \$3.86 million in deductions from its contributions.

#### A fair and equitable approach

The simplest method of allocating the State Government Grant is to return to each Council the amount calculated for each Council by the State Government. That is, for example, if the State Government gives YPRL \$735k in core funding in 2015-16 based on Banyule's population profile then this is the amount which is deducted from Banyule's cost of using library services in Step 5 of the model. This approach:



- is simple to understand, calculate and administer
- most closely reflects the method used by the State Government to calculate the amount per LGA
- directly and predictably enables each Council to reduce the cost of using library services.

YPRL's cost apportionment model, however, for the most part adopts an approach that is premised on use of library services, and in particular determining net costs and allocating these between Councils on the basis of usage. It appears that the comprehensive focus on apportionment by usage in all other elements of the model contributed to Mr Golvan's conclusion that the model should also align the distribution of income with usage. Thus, the current model is slightly more complicated than it might be, but it has a greater degree of internal consistency.

In a normalised world where the profile of library use was consistent across different population cohorts and the only variant was the volume of use, which increased or decreased as the population did, the State Government's population-based approach and YPRL's usage-based approach would have produced similar results. In fact, if the YPRL model had in the past five years adopted a broader definition of library usage (as discussed against Issue 3, Section 7), it is likely that the amounts allocated to each Council by the State Government and the amounts deducted by the model from each Council's usage cost would have been very close. This is because library uses such as program attendance, computer use and visits are more aligned to the general population distribution than readership and borrowing of collection items – which has been the model's sole measure of library usage.

Ultimately, the method of allocating the State Government Grant is a decision for the YPRL Board. The State Government does not define how the funding should be distributed.

Also, it is understood that there is no single approach to this issue that is favoured by other regional libraries. The different approaches used include allocating the Grant amount:

- directly back to member Councils
- to member Councils as a share of the population
- to member Councils as a share of total costs (which are typically calculated using cost drivers and usage measures like those in the YPRL model).

# Conclusion

Crediting the State Government Grant amount back to member Councils as a deduction from their total cost of using library services is the simplest and fairest method of allocation.

State Government Grant \$000	Banyule	Nillumbik	Whittlesea	Total
Current usage approach	\$897	\$536	\$776	\$2,209
Direct credit of allocated amount	\$738	\$391	\$1,080	\$2,209
Impact of changed approach	(\$159)	(\$145)	\$304	\$0

Under this approach Whittlesea would have its total use cost reduced by an additional \$304k, with Banyule receiving \$159k less of the State Government Grant and Nillumbik \$145k less.

If the YPRL Board wishes to retain consistency with its user pays approach to cost apportionment, as occurs on the cost side of the model and should continue for the allocation of other direct income, allocation of the State Government Grant on the basis of usage is appropriate, although a broader definition of library usage should be considered (see Section 7).



# 9. CONCLUSIONS AND RECOMMENDATIONS

# 9.1. Conclusions

# Review of the Regional Library Agreement

Yarra Plenty Regional Library reviews its Regional Library Agreement every five years. Analysis of the Agreement aims to ensure:

- that it fairly captures the actual costs of each component of the library service
- that it fairly captures direct and indirect costs for each branch
- that costs are transparently and fairly apportioned according to usage.

In particular, the 2015 review was to examine a number of issues related to the definition and working of the YPRL cost apportionment model, as outlined in the 2010 Supplemental Agreement. These included:

- Insufficient understanding of the workings of the current (and perceived to be complicated) cost apportionment model.
- 2. Inequities in the allocation of LSS administration costs, especially for smaller branches.
- Sensitivity of the model to shifts in usage that influence member Councils' ability to budget for a
  predictable cost of using library services.
- The use of loans of physical items as the sole measure of library usage, ignoring the many other ways in which people use a modern library.
- 5. Allocation of the State Government Grant for libraries.

The review has involved thorough analysis of the YPRL cost apportionment model, as well as consultation with relevant stakeholders including Library Board members, member Council CEOs and Directors and YPRL senior staff.

# Key findings

The review has found that YPRL's cost apportionment model is perhaps the most sophisticated model currently in use among Victoria's regional library corporations. The reason for this is that the YPRL model explicitly and consistently has an emphasis on library usage as the defining driver of cost allocation and apportionment.

The YPRL cost apportionment methodology is a user pays model. It employs a selection of relevant cost drivers to determine the cost of providing services at each branch. Then it applies usage statistics to apportion costs at branch level, to apportion costs at a regional level, and finally to apportion revenues at a Council level. In effect, the model explicitly charges each Council for their residents' use of the library (not the cost of the Council providing library services to its residents). That is, the more the residents of any LGA use the library (actually – the more loans of physical collection items they make), the greater that LGA's share of the total fixed cost of service provision.

The model is at the same time both conceptually simple and mathematically quite complex. However, it is important that Board members and member Council's understand how the model works – and how the contribution they are apportioned each year has been derived.

Analysis of the cost model and each of the highlighted issues has identified areas for refinement. These do not substantially change the conceptual basis of the user pays model, but are suggested as ways to improve the integrity and transparency of the model in its contemporary setting, without introducing

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unnecessary or undue complexity to the model. Most importantly, it is recommended that YPRL endeavour to broaden the definition of usage used on both the cost and income side of the model to incorporate library uses other than just loans.

# 9.2. Recommendations

The following recommendations are made to enhance the fairness, integrity and transparency of YPRL's cost apportionment model as defined in its 2010 Supplemental Agreement.

# Recommendation 1

That YPRL ensure that its induction processes for new Board members include a clear explanation of the workings of the cost apportionment model. This explanation should, at a minimum, include:

- an outline of the key steps in the calculation and apportionment of income and expenditure
- a 'worked' example of the key inputs and outputs from the model, using data from the most recently completed round of annual model calculations
- emphasis on the implications of having a service usage model (as distinct from a service provision model).

# Recommendation 2

a) That LSS executive management costs be separated from LSS administration costs and apportioned equally between member Councils.

b) That salaries and on-costs related to community engagement, collections, IT and organisational development functions that are currently included in LSS administration be reallocated to the respective cost area and distributed between branches in line with the cost drivers that are already used in the model.

c) That the balance of LSS administration costs be apportioned equally to each YPRL branch.

# Recommendation 3

That YPRL's cost apportionment model be adjusted to allocate community engagement costs to branches on the basis of total attendance at library programs at each branch.

# **Recommendation 4**

That YPRL's cost apportionment model be adjusted to determine the usage profile at each branch (and overall) as the average annual figure over the past three calendar years.

That is, calculation of cost contributions for the 2016-17 financial year would be undertaken in January 2016 based on the average of annualised usage data from January 2013 to December 2015.

# **Recommendation 5**

That YPRL's cost apportionment model be adjusted to recognise a broader and more relevant definition of library use. That is, in allocating both costs and income the model allocate:

- 50% on the basis of loans of physical collection items
- 25% on the basis of attendance at library programs
- 25% on the basis of the number of computer and wifi sessions.

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# Recommendation 6

a) That in the absence of more definitive data the YPRL cost apportionment model use the distribution of loans by LGA at branch level as a proxy indicator of within branch library use for both program attendance and computer use.

b) That YPRL undertake further testing of library attendance and computer use by user's residential location to validate the use of the proxy indicator or establish separate profiles of within branch use by LGA.

#### Recommendation 7

That YPRL's cost apportionment model be adjusted so that the amount of the State Government Grant provided to YPRL and attributed to each Council be deducted from each Council's cost of using library services.

#### Recommendation 8

That there be no change to the method of allocating direct income in the model, other than any change arising from the adoption of Recommendation 6.

# 9.3. Net effect of recommendations on 2015-16 cost apportionment

In 2015-16 the YPRL cost apportionment model determined that the total cost of using branch services would be \$14.2 million, with the total cost of service usage \$14.8 million. After deductions of the State Government Grant, direct and other income the total cost of using library services was \$11.8 million. The City of Whittlesea contributed \$4.9 million, Banyule \$4.4 million and Nillumbik \$2.5 million.

If the recommendations made as a result of the 2015 review of the Regional Library Agreement had been factored into the 2015-16 calculations the net result would not have changed the total cost and income amounts (the model fixing these amounts and then being a cost apportionment model). It would, however, have affected each Council's share of the overall usage cost.

As indicated throughout this report, the recommendations influence each Council's net cost of using library services. Some recommendations have quite a small impact on the overall cost share per Council, but represent a better and/or more consistent way of apportioning costs. Others have a significant impact on the apportionment of costs – notably the treatment of the State Government Grant (net \$304k), a broader definition of usage (\$190k) and allocation of executive management costs (\$88k). The individual cost impact of each recommendation is shown in the following table.

Rec	ommendation \$000	Banyule	Nillumbik	Whittlesea	Total
1	Board member induction				
2a	Executive management costs	(\$31)	\$88	(\$57)	\$0
2b	Community engagement, collections, IT and organisational development costs	(\$11)	\$17	(\$6)	\$0
2c	LSS administration costs				
3	Community engagement cost driver	(\$7)	(\$3)	\$10	\$0
4	3 year average usage data	(\$4)	(\$13)	\$17	\$0
5	Broader definition of cost usage	\$77	\$113	(\$190)	\$0
6a	Loans as proxy indicator of usage				
6b	Testing of usage indicators				
7	State Government Grant	\$159	\$145	(\$304)	\$0
8	Direct income				



However, it should be understood that due to the nature of the YPRL cost apportionment model some of the recommendations are inter-related. For example, as discussed in Section 5.2, changing the cost driver for allocating community engagement costs to branches (Recommendation 3) would have an impact on the outcome of Recommendation 2b which increases the reported cost of community engagement activities. More significantly, there is considerable overlap in the effects of Recommendations 5 and 7 (the two recommendations with the individually greatest cost impact), such that the combined effect is less than the sum of the two separate actions.

Overall, the net effect of adopting **all recommendations** from the review in the 2015-16 cost apportionment model would have been to:

- increase Banyule's contribution by \$104k (an increase of 2.4%)
- increase Nillumbik's contribution by \$254k (+ 10.2%)
- decrease Whittlesea's contribution by \$358k (- 7.3%).

Item	\$000	Banyule	Nillumbik	Whittlesea	Total
Current model	-				
Total cost		\$5,576	\$3,205	\$6,017	\$14,798
Total income		\$1,181	\$706	\$1,083	\$2,970
Total contribution		\$4,395	\$2,499	\$4,934	\$11,828
Adoption of all recommendation	ons				
Total cost		\$5,503	\$3,286	\$6,009	\$14,798
Total income		\$1,004	\$533	\$1,433	\$2,970
Total contribution	Ĩ	\$4,499	\$2,753	\$4,576	\$11,828
Net impact of adopting all rec	ommenda	tions			
Total cost		(\$73)	\$81	(\$8)	\$0
Total income		(\$177)	(\$173)	\$350	\$0
Total contribution		\$104	\$254	(\$358)	\$0
% impact on total contribution	n	+ 2.4%	+ 10.2%	- 7.3%	

The explanation for the changes can be summarised in three points. That is, the cost apportionment model that YPRL has used for the past five years has:

- linked apportionment of the State Government Grant to usage (and in fact linked it to one particular form of usage that is not solely representative of the variety of uses of a modern library)
- favoured Council's with high levels of loans and relatively lower use of library programs, technology access and other services
- benefited Council's with a small number of branches, which has reduced their share of the cost of Regional Library management.

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# APPENDIX 1. BRANCH METRICS

Key branch metrics from the 2015-16 cost apportionment model are presented in the following table.

Measure	D. Valley	Eltham	IVannoe	Lalor	WILL FALK		Kosanna Intomastown watsonia	_	Whittleses	prancnes
Step 1 – Calculate branch costs										
Cost drivers										
Staff (no. of EFT)	6.0	11.1	8.4	7.4	10.2	6.7	5.1	7.5	4.3	66.8
Collections (no. of items)	45,600	53,200	52,300	52,200	67,200	41,200	34,100	35,900	16,600	398,200
Computers (no. of PCs)	26	59	48	51	54	26	44	35	11	354
Staff (% of EFT)	6.5%	12.1%	9.2%	8.0%	11.1%	7.3%	5.5%	8.2%	4.7%	72.6%
Collections (% of items)	11.1%	13.0%	12.8%	12.8%	16.4%	10.0%	8.3%	8.8%	4.0%	97.2%
Computers (% of PCs)	6.6%	15.1%	12.2%	13.0%	13.8%	6.6%	11.2%	8.9%	2.8%	90.3%
Branch cost (\$000)										
Staff	578	986	758	683	918	596	448	683	385	6,035
Furniture/Utilities	96	126	84	106	156	57	132	06	m	850
Collections	306	357	351	350	451	276	228	241	111	2,671
Computers	78	176	143	152	161	78	131	104	33	1,057
Organisational development	13	24	18	16	22	15	11	16	6	144
Community engagement	23	23	23	23	23	23	23	23	23	211
Administration	360	360	360	360	360	360	360	360	360	3,237
Total branch cost	\$1,453	\$2,052	\$1,738	\$1,691	\$2,091	\$1,405	\$1,334	\$1,519	\$924	\$14,205
Step 2 – Apportion branch costs by branch usage	by branch us	age								
Usage (no. of loans)					-					
Banyule	66,553	78,900	262,007	6,009	31,829	210,002	3,716	192,156	4,044	855,216
Nillumbik	122,868	316,249	6,727	1,825	17,415	9,021	1,704	21,627	2,823	500,259
Whittlesea	16,310	12,622	9,894	183,658	345,144	7,315	97,745	18,202	30,191	721,081
Total	205,731	407,771	278,628	191,492	394,388	226,338	103,165	231,985	37,058	2,076,556
Usage (% of loans)										
Banyule	32%	19%	94%	3%	8%	93%	3%	83%	11%	40.6%
Nillumbik	60%	78%	2%	1%	4%	4%	2%	9%6	8%	24.3%
Whittlesea	8%	3%	4%	96%	88%	3%	95%	8%	81%	35.1%

September 2015 DRAFT

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Measure	D. Valley	Eltham	Ivanhoe	Lalor	Mill Park	Rosanna	Thomastown	Watsonia	Whittlesea	Branches
Cost allocation (\$000)										
Banyule	470	397	1,634	8	169	1,303	48	1,257	101	5,433
Nillumbik	868	1,591	42	16	92	56	22	142	70	2,899
Whittlesea	115	64	62	1,621	1,830	45	1,264	119	753	5,873
Total branch cost	\$1,453	\$2,052	\$1,738	\$1,691	\$2,091	\$1,405	\$1,334	\$1,519	\$924	\$14,205
Comparative indicator*										
Cost per loan	\$5.30	\$3.77	\$4.68	\$6.62	\$3.98	\$4.66		\$4.91	\$18.70	\$5.13
Salary cost per loan	\$2.11	\$1.81	\$2.04	\$2.67	\$1.75	\$1.98	\$3.26	\$2.21	\$7.78	\$2.18
EFT per 10,000 collection items	1.3	2.1	1.6	1.4	1.5	1.6		2.1	2.6	1.7
Loans per collection item	6.0	10.2	7.1	4.9	7.8	7.3	4.0	8.6	D'E	7.0
* Shading of Comparative indicators = Green (better than	= Green (hette	r than average	Orange	average) Orange (worse than average)	veragel					

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September 2015 DRAFT

# S6 Instrument of Delegation to Members of Council Staff

Updated March 2021



Attachments - 589

# Instrument of Delegation

In exercise of the power conferred by the legislation referred to in the attached Schedule, the Council:

- delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
- 2. record that references in the Schedule are as follows:
  - CEH means Coordinator Environmental Health
  - CEO means Chief Executive Officer
  - CFO means Chief Financial Officer
  - CSC means Community Safety Coordinator
  - DOI means Director Operations and Infrastructure
  - DWO means Domestic Wastewater Officer
  - EHO means Environmental Health Officer
  - EMGCE means Executive Manager Governance, Communications and Engagement
  - EML means Emergency Management Lead
  - EMPCS means Executive Manager Planning and Community Safety
  - FM means Finance Manager
  - GL means Governance Lead
  - HTO means Health Technical Officer
  - MCSA means Manager Community Safety and Amenity
  - MCW means Manager Capital Works
  - ME means Manager Environment
  - MI means Manager Infrastructure
  - MPFM means Manager Property and Facilities Maintenance
  - MPS means Manager Planning Services
  - PBSTL means Planning Business Support Team Leader
  - PIO means Planning Investigations Officer
  - PP means Principal Planner
  - PSO means Planning Support Officer
  - SO means Subdivisions Officer
  - SP means Statutory Planner
  - SPAO means Senior Planning Advisory Officer
  - SPC means Statutory Planning Coordinator
  - SPCIP means Statutory Planning Coordinator (Investigations and Projects)
  - SPL means Strategic Planning Lead
  - SSP means Senior Statutory Planner
  - SStrP means Senior Strategic Planner

- StrP means Strategic Planner
- SUD means Senior Urban Designer
- declares that:
  - 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 23 March 2021; and
  - 3.2 the delegation:
    - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 3.2.2 remains in force until varied or revoked;
    - 3.2.3 is subject to any conditions and limitations set out in subparagraph 3.3, and the Schedule; and
    - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
  - 3.3 the delegate must not determine the issue, take the action or do the act or thing:
    - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
    - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
      - (a) policy; or
      - (b) strategy

adopted by Council;

- 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
- 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

THE COMM	MON SEAL of NILLUMB	K	)
SHIRE CO	UNCIL was affixed heret	0	)
On the	day of	2021	)
On the auth	nority of the Council and		)
signed by:			)

.....Councillor

..... Chief Executive Officer

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 1.S6 Instrument of Delegation to Members of Council Staff

SCHEDULE

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	Domo	Domestic Animals Act 1994	
Provision	on Powers and Functions Delegated	Delegate	Conditions and Limitations
s 41A(1)	Power to declare a dog to be a menacing dog C	CSC, EMPCS, MCSA Coun	Council may delegate this power to a Council authorised officer
	Environ	Environment Protection Act 1970	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 53M(3)	Power to require further information	CEH, DWO, EHO, EMPCS, HTO, MCSA	, HTO,
s 53M(4)	Duty to advise applicant that application is not to be dealt with	CEH, DWO, EHO, EMPCS, HTO, MCSA	, НТО,
s 53M(5)	Duty to approve plans, issue permit or refuse permit	CEH, EMPCS, MCSA	Refusal must be ratified by Council or it is of no effect
s 53M(6)	Power to refuse to issue septic tank permit	CEH, EMPCS, MCSA	Refusal must be ratified by Council or it is of no effect
s 53M(7)	Duty to refuse to issue a permit in circumstances in (a)- (c)	CEH, EMPCS, MCSA	Refusal must be ratified by Council or it is of no effect

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CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 1.S6 Instrument of Delegation to Members of Council Staff

	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	CEH, DWO, EHO, EMPCS, MCSA	lf s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	CEH, DWO, EHO, EMPCS, MCSA	lf s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	CEH, EMPCS, MCSA	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	CEH, EMPCS, MCSA	lf s 19(1) applies
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	CEH, EMPCS, MCSA	lf s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	CEH, DWO, EHO, EMPCS, MCSA	lf s 19(1) applies

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 1.S6 Instrument of Delegation to Members of Council Staff

	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	CEH, EMPCS, MCSA	Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	CEH, EMPCS, MCSA	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	CEH, DWO, EHO, EMPCS, MCSA	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority

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	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	CEH, DWO, EHO, EMPCS, MCSA	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	CEH, EMPCS, MCSA	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	CEH, EMPCS, MCSA	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	CEH, DWO, EHO, EMPCS, MCSA	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority

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	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
	Power to register, renew or transfer registration	CEH, EMPCS, MCSA	Where Council is the registration authority refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	CEH, MCSA	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 36B	Duty to pay the charge for use of online portal	CEH, MCSA	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	CEH, EMPCS, MCSA	Where Council is the registration authority

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 1.S6 Instrument of Delegation to Members of Council Staff

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	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38A(4)	Power to request a copy of a completed food safety program template	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	CEH, DWO, EHO, EMPCS, MCSA	Where Council is the registration authority

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	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38D(3)	Power to request copies of any audit reports	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	CEH, EMPCS, MCSA	Where Council is the registration authority not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	CEH, EMPCS, MCSA	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	CEH, EHO, MCSA	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 38G(2)	Power to require the proprietor of the food premises to comply with any requirement of the Act	CEH, EHO, MCSA	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier

# CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 1.S6 Instrument of Delegation to Members of Council Staff

	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 39A	Power to register, renew or transfer food premises despite minor defects	CEH, EMPCS, MCSA	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	CEH, EMPCS, MCSA	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	CEH, EMPCS, MCSA	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	CEH, EMPCS, MCSA	Where Council is the registration authority
s 40F	Power to cancel registration of food premises	CEH, MCSA	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	CEH, EMPCS, MCSA	Where Council is the registration authority

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Attachments - 601

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		Food Act 1984	4	
Provision	n Powers and Functions Delegated	gated	Delegate	Conditions and Limitations
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	iness that meet o register the	CEH, EMPCS, MCSA	CEH, EMPCS, Where Council is the registration authority MCSA
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	nother person where the offen person and where the first d a prosecution, without the person first charged	ce CEH, EMPCS, MCSA	Where Council is the registration authority
		Heritage Act 2017	117	
Provision	Powers and Functions Delegated	Delegate		Conditions and Limitations
s 116	Power to sub-delegate Executive Director's functions, duties or powers	CEO, EMPCS, MPS, SPL	Must first obtain Exe Council can only sub Executive Director at	Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

	Local Government Act 1989	Act 1989		
Provision	Powers and Functions Delegated	De	Delegate	Conditions and Limitations
s 185L(4)	Power to declare and levy a cladding rectification charge	CEO		
	Planning and Environment Act 1987	ent Act 1987		
Provision	Powers and Functions Delegated	Delegate		Conditions and Limitations
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	EMPCS, SPL	If authoris	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	EMPCS, SPL		
s 4H	Duty to make amendment to Victoria Planning Provisions available	EMPCS, SPL		
s 41	Duty to keep Victorian Planning Provisions and other documents available	EMPCS, SPL		
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	EMPCS, SPL		

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	EMPCS, SPL	
s 8A(5)	Function of receiving notice of the Minister's decision	EMPCS, SPL	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	EMPCS, SPL	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	EMPCS, SPL	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	EMPCS, MPS, SPL	
s 12A(1)	Duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s19 of the Planning and Environment (Planning Schemes) Act 1996)	EMPCS, SPL	
s 12B(1)	Duty to review planning scheme	EMPCS, SPL	

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	Conditions and Limitations								
ient Act 1987	Delegate	EMPCS, SPL	EMPCS, SPL	EMPCS, SPL	EMPCS, SPL	EMPCS, SPL	EMPCS, SPL	EMPCS, SPL	EMPCS, SPL
Planning and Environment Act 1987	Powers and Functions Delegated	Duty to review planning scheme at direction of Minister	Duty to report findings of review of planning scheme to Minister without delay	Duties of a Responsible Authority as set out in s 14(a) to (d)	Duty of giving copy amendment to the planning scheme	Duty of giving copy s 173 agreement	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	Duty to make amendment etc. available	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme
	Provision	s 12B(2)	s.12B(5)	s 14	s 17(1)	s 17(2)	s 17(3)	s 18	s 19

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	EMPCS, SPL	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	EMPCS, SPL	
s 21(2)	Duty to make submissions available	EMPCS, SPL	
s 21A(4)	Duty to publish notice	EMPCS, SPL	
s 22	Duty to consider all submissions	EMPCS, SPL	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	EMPCS, SPL	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	EMPCS, SPL	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	EMPCS, SPL	
s 26(1)	Power to make report available for inspection	EMPCS, SPL	
s 26(2)	Duty to keep report of panel available for inspection	EMPCS, SPL	
s 27(2)	Power to apply for exemption if panel's report not received	EMPCS, SPL	
s 28	Duty to notify the Minister if abandoning an amendment	EMPCS, SPL	Note: the power to make a decision to abandon an amendment cannot be delegated
s 30(4)(a)	Duty to say if amendment has lapsed	EMPCS, SPL	
s 30(4)(b)	Duty to provide information in writing upon request	EMPCS, SPL	
s 32(2)	Duty to give more notice if required	EMPCS, SPL	
s 33(1)	Duty to give more notice of changes to an amendment	EMPCS, SPL	
s 36(2)	Duty to give notice of approval of amendment	EMPCS, SPL	

Attachments - 607

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38(5)	Duty to give notice of revocation of an amendment	EMPCS, SPL	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	EMPCS, SPL	
s 40(1)	Function of lodging copy of approved amendment	EMPCS, SPL	
s 41	Duty to make approved amendment available	EMPCS, SPL	
s 42	Duty to make copy of planning scheme available	EMPCS, MPS, SPC, SPCIP, SPL	
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	EMPCS, SPL	Where Council is a responsible public entity and is a planning authority Note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of councils
s 46AW	Function of being consulted by the Minister	EMPCS	Where Council is a responsible public entity

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 1.S6 Instrument of Delegation to Members of Council Staff

Attachments - 608

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	EMPCS, SPL	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	EMPCS, SPL	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	EMPCS, SPL	Where Council is a responsible public entity
s 46Gl(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	CEO, EMPCS	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	EMPCS, SPL	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	EMPCS, SPL	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	EMPCS, SPL	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	EMPCS, SPL	
s 46GP	Function of receiving a notice under s 46GO	EMPCS, SPL	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	EMPCS, SPL	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	EMPCS, SPL	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	EMPCS, SPL	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	EMPCS	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer- general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	EMPCS, SPL	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	EMPCS, SPL	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	EMPCS, SPL	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	EMPCS, SPL	
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	QN	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	EMPCS	Where Council is the collecting agency

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GV(3)(b)	Power to enter into an agreement with the applicant	CEO, EMPCS	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	EMPCS, SPL	Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	EMPCS, SPL	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	EMPCS, MPS, SPC, SPCIP	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	EMPCS, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	EMPCS, MCW, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	EMPCS, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GY(1)	Duty to keep proper and separate accounts and records	CFO, EMPCS, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	CFO, EMPCS, FM, SPL	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan, as responsible for those works, services or facilities	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(2)(b)	Function of receiving the monetary component	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency

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	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	EMPCS, MPFM, MPS, SPC, SPCIP	If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land	MPFM	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	MPFM	Where Council is the development agency under an approved infrastructure contributions plan

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	EMPCS, MPFM	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s $46$ GZB(3)(a) – (c)	EMPCS, MPFM	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	EMPCS, MI, MPS, SPL	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	EMPCS, MPS	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	EMPCS, MPS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	CFO, EMPCS, FM, MPS	Where Council is the collecting agency under an approved infrastructure contributions plan

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	CFO, EMPCS, FM, MPFM, MPS	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	CFO, EMPCS, FM, MPS	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	EMPCS, MPS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	CFO, EMPCS, FM, MPFM, MPS	Where Council is the development agency under an approved infrastructure contributions plan
s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	EMPCS, MPFM	Where Council is the development agency under an approved infrastructure contributions plan

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZF(3)	s 46GZF(3)(a) function of receiving proceeds of sale	CFO, FM, MPFM	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	CFO, EMPCS, FM	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	CFO, EMPCS, FM	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	CFO, EMPCS, FM	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	EMPCS, MPS	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	EMPCS, MPFM	Where Council is a collecting agency or development agency

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	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	CFO, EMPCS, FM, MPFM, MPS	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	EMPCS, MPS, SPC, SPCIP	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	EMPCS, MPS, SPC, SPCIP	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	EMPCS, MPS, SPAO, SPC, SPCIP, SSP	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	EMPCS, MPS, SPC, SPCIP	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	EMPCS, MPS, SPC, SPCIP	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	nent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	EMPCS, MPS, SPC, SPCIP	
s 46Q(1)	Duty to keep proper accounts of levies paid	EMPCS, MPS, SPC, SPCIP	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency or plan preparation costs incurred by a development agency	EMPCS, MPS, SPC, SPCIP	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	EMPCS, MPS, SPC, SPCIP	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	EMPCS, MPS, SPC, SPCIP	Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	CFO, EMPCS, FM, MPS, SPC, SPCIP	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister

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	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	EMPCS, SPL	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	EMPCS, MPS, SPC, SPCIP, SPL	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	EMPCS, MPS, SPC, SPCIP	
s 46QD	Duty to prepare report and give a report to the Minister	EMPCS, MPS, SPL	Where Council is a collecting agency or development agency
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available	EMPCS, SPL	
s 46Y	Duty to carry out works in conformity with the approved strategy plan	EMPCS, MPS, SPC, SPCIP, SPL	
s 47	Power to decide that an application for a planning permit does not comply with that Act	EMPCS, MPS, SPC, SPCIP	

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	Planning and Environment Act 1987	nent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	EMPCS, MPS, SPC, SPCIP	
s 49(2)	Duty to make register available for inspection	EMPCS, MPS, SPC, SPCIP	
s 50(4)	Duty to amend application	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 50(5)	Power to refuse to amend application	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 50(6)	Duty to make note of amendment to application in register	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

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	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 50A(1)	Power to make amendment to application	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 50A(4)	Duty to note amendment to application in register	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 51	Duty to make copy of application available for inspection	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

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	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 52(3)	Power to give any further notice of an application where appropriate	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 54(1)	Power to require the applicant to provide more information	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

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	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 54(1B)	Duty to specify the lapse date for an application	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57(5)	Duty to make available for inspection copy of all objections	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	tent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 57A(5)	Power to refuse to amend application	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57A(6)	Duty to note amendments to application in register	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57B(1)	Duty to determine whether and to whom notice should be given	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 57C(1)	Duty to give copy of amended application to referral authority	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 58	Duty to consider every application for a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 58A	Power to request advice from the Planning Application Committee	EMPCS, MPS, SPC, SPCIP	
s 60	Duty to consider certain matters	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 60(1A)	Duty to consider certain matters	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	CEO, EMPCS, MPS, SPC, SPCIP	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006 In accordance with delegations issued by Council (or unless called in by a ward Councillor or Councillors)
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	CEO, EMPCS, MPS, SPC, SPCIP	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	CEO, EMPCS, MPS, SPC, SPCIP	

ы		Planning and Environment Act 1987	1ent Act 1987	
	Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
<u>A</u>	61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	CEO, EMPCS, MPS, SPC, SPCIP	
	61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	CEO, EMPCS, MPS, SPC, SPCIP	
	61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	CEO, EMPCS, MPS, SPC, SPCIP	
	62(1)	Duty to include certain conditions in deciding to grant a permit	EMPCS, MPS, SPC, SPCIP	
	62(2)	Power to include other conditions	EMPCS, MPS, SPC, SPCIP	
	62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
	s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	EMPCS, MPS, SPC, SPCIP	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	EMPCS, MPS, SPC, SPCIP	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	EMPCS, MPS, SPC, SPCIP	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(3)	Duty not to issue a permit until after the specified period	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	EMPCS, MPS, PP, This provision applies also to a decision to grant an PSO, SO, SP, amendment to a permit - see s 75 sPAO, SPC, SPL, SSP, SStrP, StrP, SUD
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	This provision applies also to a decision to grant an amendment to a permit - see s 75A

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit

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	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 69(1A)	Function of receiving application for extension of time to complete development	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 69(2)	Power to extend time	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	tent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 70	Duty to make copy permit available for inspection	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 71(1)	Power to correct certain mistakes	EMPCS, MPS, SPC, SPCIP	
s 71(2)	Duty to note corrections in register	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 73	Power to decide to grant amendment subject to conditions	EMPCS, MPS, SPC, SPCIP	
s 74	Duty to issue amended permit to applicant if no objectors	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

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	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 83	Function of being respondent to an appeal	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 83B	Duty to give or publish notice of application for review	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	tent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	EMPCS, MPS, SPC, SPCIP	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 84(6)	Duty to issue permit on receipt of advice within 3 working days	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 84AB	Power to agree to confining a review by the Tribunal	EMPCS, MPS, PP, PSO, SPAO, SPC, SPCIP, SSP	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
8 80 0	Duty to issue a permit at order of Tribunal within 3 working days	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	EMPCS, MPS, SPC, SPCIP	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 91(2)	Duty to comply with the directions of VCAT	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 93(2)	Duty to give notice of VCAT order to stop development	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 95(3)	Function of referring certain applications to the Minister	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 95(4)	Duty to comply with an order or direction	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	CEO, DOI, EMPCS, MPS, SPC, SPCIP	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	CEO, DOI, EMPCS, MPS, SPC, SPCIP	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	EMPCS, MPS, SPC, SPCIP, SPL	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	EMPCS, MPS, SPC, SPCIP, SPL	
s 96F	Duty to consider the panel's report under s 96E	EMPCS, MPS, SPC, SPCIP, SPL	

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	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996)	EMPCS, MPS, SPC, SPCIP	
s 96H(3)	Power to give notice in compliance with Minister's direction	EMPCS, MPS, SPC, SPCIP	
s 96J	Power to issue permit as directed by the Minister	EMPCS, MPS, SPC, SPCIP	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	EMPCS, MPS, SPC, SPCIP	
296 s	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	EMPCS, MPS, SPC, SPCIP	
s 97C	Power to request Minister to decide the application	EMPCS, MPS, SPC, SPCIP	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	tent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	EMPCS, MPS, SPC, SPCIP	
s 97G(6)	Duty to make a copy of permits issued under s 97F available for inspection	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 970	Duty to consider application and issue or refuse to issue certificate of compliance	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97Q(4)	Duty to comply with directions of VCAT	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	EMPCS, MPS, SPC, SPCIP, SPL	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	EMPCS, MPS	
s 101	Function of receiving claim for expenses in conjunction with claim	EMPCS, MPS	
s 103	Power to reject a claim for compensation in certain circumstances	EMPCS, MPS	
s.107(1)	function of receiving claim for compensation	EMPCS, MPS, SPC, SPCIP, SPL	
s 107(3)	Power to agree to extend time for making claim	EMPCS, MPS, SPL	

	Planning and Environment Act 1987	tent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 114(1)	Power to apply to the VCAT for an enforcement order	EMPCS, MPS, PIO, SPC, SPCIP	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	EMPCS, MPS, PIO, SPC, SPCIP	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	EMPCS, MPS, PIO, SPC, SPCIP	
s 123(1)	Power to carry out work required by enforcement order and recover costs	EMPCS, MPS, PIO, SPC, SPCIP	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	CFO, EMPCS, MPFM, MPS	Except Crown Land
s 129	Function of recovering penalties	CFO, EMPCS, MPS, SPC, SPCIP	
s 130(5)	Power to allow person served with an infringement notice further time	EMPCS, MPS, PIO, SPC, SPCIP	

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	e Conditions and Limitations	o, StrP, StrP,	o, StrP,	Where Council is the relevant planning authority	s, SPL
ient Act 1987	Delegate	EMPCS, MPS, PIO, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	EMPCS, MPS, PIO, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	EMPCS, SPL	EMPCS, MPS, SPC, SPCIP, SPL
Planning and Environment Act 1987	Powers and Functions Delegated	Power to refer a matter to the VCAT for determination	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	Duty to pay fees and allowances (including a payment to the Crown under s 156(2Å)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B)power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	Power to carry out studies and commission reports
	Provision	s 149A(1)	s 149A(1A)	s 156	s 171(2)(f)

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 171(2)(g)	Power to grant and reserve easements	EMPCS, MPS, SPC, SPCIP	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	CFO, EMPCS, MPFM	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	Q	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	Q	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	EMPCS, MPS, SPC, SPCIP, SPL	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	CEO, EMPCS	Where Council is the relevant responsible authority

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	EMPCS, MPS, SPC, SPCIP, SPL	
	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	EMPCS, MPS, SPC, SPCIP, SPL	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	EMPCS, MPS, SPC, SPCIP, SPL	
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	EMPCS, MPS, SPC, SPCIP, SPL	
s 178A(1)	Function of receiving application to amend or end an agreement	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

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	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178A(5)	Power to propose to amend or end an agreement	EMPCS, MPS, SPC, SPCIP	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178C(4)	Function of determining how to give notice under s 178C(2)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	EMPCS, MPS, SPC, SPCIP	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	EMPCS, MPS, SPC, SPCIP	lf no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	EMPCS, MPS, SPC, SPCIP	lf no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	EMPCS, MPS, SPC, SPCIP	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	EMPCS, MPS, SPC, SPCIP	After considering objections, submissions and matters in s 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	EMPCS, MPS, SPC, SPCIP	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	EMPCS, MPS, SPC, SPCIP	After considering objections, submissions and matters in s 178B

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178l(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 179(2)	Duty to make available for inspection copy agreement	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	EMPCS, MPS, SPC, SPCIP	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	EMPCS, MPS, SPC, SPCIP	
s 182	Power to enforce an agreement	EMPCS, MPS, PIO, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	EMPCS, MPS, SPC, SPCIP	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	EMPCS, MPS, SPC, SPCIP	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	EMPCS, MPS, PBSTL, SPC, SPCIP	
s 184G(2)	Duty to comply with a direction of the Tribunal	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 184G(3)	Duty to give notice as directed by the Tribunal	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 198(1)	Function to receive application for planning certificate	EMPCS, MPS, PBSTL, SPC, SPCIP	

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 199(1)	Duty to give planning certificate to applicant	EMPCS, MPS, PBSTL, SPC, SPCIP	
s 201(1)	Function of receiving application for declaration of underlying zoning	EMPCS, MPS, SPC, SPCIP, SPL	
s 201(3)	Duty to make declaration	EMPCS, MPS, SPC, SPCIP, SPL	
	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	EMPCS, MPS, SPC, SPCIP, SPL	
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	EMPCS, MPS, SPC, SPCIP, SPL	
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	EMPCS, MPS, SPC, SPCIP, SPL	
	Power to give written authorisation in accordance with a provision of a planning scheme	EMPCS, MPS, SPC, SPCIP, SPL	

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	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	EMPCS, MPS, SPC, SPCIP, SPL	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	EMPCS, MPS, SPC, SPCIP, SPL	
	Residential Tenancies Act 1997	s Act 1997	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 91ZU(1)	Power to give a renter a notice to vacate rented premises	MPFM	Where Council is a public statutory authority engaged in the provision of housing Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 91ZZC(1)	Power to give a renter a notice to vacate rented premises	MPFM	Where Council is a public statutory authority authorised to acquire land compulsorily for its purposes Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier

	Residential Tenancies Act 1997	s Act 1997	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 91ZZE(1)	Power to give a renter a notice to vacate rented premises	MPFM	Where Council is a public statutory authority engaged in the provision of housing Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 91ZZE(3)	Power to publish Council's criteria for eligibility for the provision of housing	MPFM	Where Council is a public statutory authority engaged in the provision of housing Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 142D	Function of receiving notice regarding an unregistered rooming house	CEH, DWO, EHO, HTO, MCSA	
s 142G(1)	Duty to enter required information in Rooming House Register for each rooming house in municipal district	CEH, DWO, EHO, HTO, MCSA	
s 142G(2)	Power to enter certain information in the Rooming House Register	CEH, DWO, EHO, HTO, MCSA	

	Residential Tenancies Act 1997	s Act 1997	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 142l(2)	Power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	CEH, DWO, EHO, HTO, MCSA	
s 206AZA(2)	Function of receiving written notification	MPFM	Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 207ZE(2)	Function of receiving written notification	MPFM	Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 311A(2)	Function of receiving written notification	MPFM	
s 317ZDA(2)	Function of receiving written notification	MPFM	
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	CEH, EML, MCSA	
s 522(1)	Power to give a compliance notice to a person	CEH, DWO, EHO, HTO, MCSA	

		ACT 1991	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEH, DOI, EMPCS, MCSA, MPFM	
s 525(4)	Duty to issue identity card to authorised officers	EMGCE, GL	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	MCSA	
s 526A(3)	Function of receiving report of inspection	CEH, DOI, EMPCS, MCSA, MPFM	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	DOI, EMPCS, MCSA, MPFM	
	Road Management Act 2004	Act 2004	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	tte DOI, MI	Obtain consent in circumstances specified in s 11(2)

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	DOI, EMGCE, SO	
s 11(9)(b)	Duty to advise Registrar	DOI, EMGCE, SO	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	DOI, EMGCE	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	DOI, MI	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	DOI	Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	DOI, MI	Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice	DOI, MI	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies

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	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 12(6)	Function of hearing a person in support of their written submission	DOI, MI	Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	DOI, MI	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(10)	Duty to notify of decision made	DOI, MI	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	DOI, MI	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	DOI	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	DOI	

	Road Management Act 2004	04		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport transport	DOI, MI		
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DOI, MI		
s 15(2)	Duty to include details of arrangement in public roads register	DOI, MI		· · · · ·
s 16(7)	Power to enter into an arrangement under s 15	DOI, MI		r
s 16(8)	Duty to enter details of determination in public roads register	DOI, MI		
s 17(2)	Duty to register public road in public roads register	DOI, MI	Where Council is the coordinating road authority	
s 17(3)	Power to decide that a road is reasonably required for general public use	DOI, MI	Where Council is the coordinating road authority	
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	DOI, MI	Where Council is the coordinating road authority	
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	DOI, MI	Where Council is the coordinating road authority	

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	DOI, MI	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	DOI, MI	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	DOI, MI	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	DOI, MI	
s 19(4)	Duty to specify details of discontinuance in public roads register	DOI, MI	
s 19(5)	Duty to ensure public roads register is available for public inspection	DOI, MI	
s 21	Function of replying to request for information or advice	DOI, MI	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	DOI, MI	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	DOI	

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 22(5)	Duty to give effect to a direction under s 22	DOI	
s 40(1)	Duty to inspect, maintain and repair a public road.	DOI, MI	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	DOI, MI	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DOI, MI	
s 42(1)	Power to declare a public road as a controlled access road	DOI, MI	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	DOI, MI	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	DOI, MI	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	DOI, MI	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road

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	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	DOI, MI	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	DOI, MI	
s 49	Power to develop and publish a road management plan	DOI, MI	
s 51	Power to determine standards by incorporating the standards in a road management plan	DOI, MI	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	DOI, MI	
s 54(2)	Duty to give notice of proposal to make a road management plan	DOI, MI	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	DOI, MI	
s 54(6)	Power to amend road management plan	DOI, MI	
s 54(7)	Duty to incorporate the amendments into the road management plan	DOI, MI	

	Road Management Act 2004	94	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	DOI, MI	
s 63(1)	Power to consent to conduct of works on road	DOI, MI	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	DOI, MI	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	DOI, MI	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	DOI, MI	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	DOI, MI	Where Council is the coordinating road authority
s 67(3)	Power to request information	DOI, MI	Where Council is the coordinating road authority
s 68(2)	Power to request information	DOI, MI	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	DOI	

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	Road Management Act 2004	4	
Provision	Powers and Functions Delegated	Delegate Conditions and Limitations	
s 72	Duty to issue an identity card to each authorised officer	DOI, MI	
s 85	Function of receiving report from authorised officer	DOI, MI	
s 86	Duty to keep register re s 85 matters	DOI, MI	
s 87(1)	Function of receiving complaints	DOI, MI	
s 87(2)	Duty to investigate complaint and provide report	DOI, MI	
s 112(2)	Power to recover damages in court	DOI, MI	
s 116	Power to cause or carry out inspection	DOI, MI	
s 119(2)	Function of consulting with the Head, Transport for Victoria	DOI, MI	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	DOI, MI	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	DOI, MI	

	Road Management Act 2004	004	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 121(1)	Power to enter into an agreement in respect of works	DOI, MI	
s 122(1)	Power to charge and recover fees	DOI, MI	
s 123(1)	Power to charge for any service	DOI, MI	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	DOI, MI	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	DOI, MI	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	DOI, MI	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	DOI, MI	
sch 2 cl 5	Duty to publish notice of declaration	DOI, MI	
sch 7 cl 7(1)	sch 7 cl 7(1) Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve		Where Council is the infrastructure manager or works manager

	Road Management Act 2004	94	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	DOI, MI	Where Council is the infrastructure manager or works manager
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	DOI, MI	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	DOI, MI	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	DOI, MI	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	DOI, MI	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	DOI, MI	Where Council is the coordinating road authority

	Koau Management Act 2004	5	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl [ 12(4) p	Duty to ensure that works are conducted by an appropriately qualified person	DOI, MI	Where Council is the coordinating road authority
sch 7 cl F 12(5)	Power to recover costs	DOI, MI	Where Council is the coordinating road authority
sch 7 cl E 13(1) h	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	DOI, MI	Where Council is the works manager
sch 7 cl F 13(2)	Power to vary notice period	DOI, MI	Where Council is the coordinating road authority
sch 7 cl [ 13(3) u	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	DOI, MI	Where Council is the infrastructure manager
sch 7 cl F 16(1)	Power to consent to proposed works	DOI, MI	Where Council is the coordinating road authority
sch 7 cl [ 16(4)	Duty to consult	DOI, MI	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl F	Power to consent to proposed works	DOI, MI	Where Council is the coordinating road authority

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 16(6)	Power to set reasonable conditions on consent	DOI, MI	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	DOI, MI	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	DOI, MI	Where Council is the coordinating road authority
sch 7 cl18(1)	Power to enter into an agreement	DOI, MI	Where Council is the coordinating road authority
sch7 cl 19(1)	Power to give notice requiring rectification of works	DOI, MI	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DOI, MI	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DOI, MI	Where Council is the coordinating road authority

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7A cl 2	Power to cause street lights to be installed on roads	DOI, MI	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	DOI, MI	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	DOI, MI	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	DOI, MI	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

	Planning and Environment Regulations 2015	lations 2015	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
9 2	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	EMPCS, SPL	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
1.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	EMPCS, MPS, PBSTL, SPC, SPCIP	where Council is the responsible authority
r.25(b)	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	EMPCS, MPS, PBSTL, SPC, SPCIP	where Council is not the responsible authority but the relevant land is within Council's municipal district

	Planning and Environment Regulations 2015	ns 2015		
Provision	Powers and Functions Delegated	Delegate	Condit	Conditions and Limitations
r.42	function of receiving notice under section 96C(1)(c) of the Act from a EMPC planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	EMPCS, MPS, SPC, SPCIP, SPL	where Council is not th and the amendment af Council's municipal dis where the amendment planning scheme to de an acquiring authority.	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
	Planning and Environment (Fees) Regulations 2016	ations 2016		
Provision	Powers and Functions Delegated	Delegate	gate	Conditions and Limitations
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	EMPCS, SPL		
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	EMPCS, MPS, PBSTL, SPC, SPCIP	), PBSTL,	
r 21	Duty to record matters taken into account and which formed the basis of a decision to	o EMPCS, MPS, PBSTL,	i, PBSTL,	

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SPC, SPCIP, SPL

waive or rebate a fee under r 19 or 20

	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020	Standards) Regulat	tions 2020
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r.7	Function of entering into a written agreement with a caravan park owner	CEH, MCSA	
r 10	Function of receiving application for registration	CEH, MCSA	
r 11	Function of receiving application for renewal of registration	CEH, MCSA	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	CEH, MCSA	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	CEH, MCSA	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	CEH, MCSA	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	CEH, MCSA	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	CEH, MCSA	
r 12(4) & (5)	Duty to issue certificate of registration	CEH, MCSA	

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Provision	Powers and Functions Delegated	Delegate	<b>Conditions and Limitations</b>
r 14(1)	Function of receiving notice of transfer of ownership	CEH, DWO, EHO, MCSA	
r 14(3)	Power to determine where notice of transfer is displayed	CEH, DWO, EHO, MCSA	
r 15(1)	Duty to transfer registration to new caravan park owner	CEH, MCSA	
r 15(2)	Duty to issue a certificate of transfer of registration	CEH, MCSA	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	CEH, MCSA	
r 17	Duty to keep register of caravan parks	CEH, MCSA	
r 18(4)	Power to determine where the emergency contact person's details are displayed	CEH, DWO, EHO, MCSA	
r 18(6)	Power to determine where certain information is displayed	CEH, DWO, EHO, MCSA	
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	CEH, DWO, EHO, MCSA	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 22(2)	Duty to consult with relevant emergency services agencies	CEH, DWO, EHO, MCSA	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	CEH, DWO, EHO, MCSA	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	CEH, DWO, EHO, MCSA	
r 25(3)	Duty to consult with relevant floodplain management authority	CEH, DWO, EHO, MCSA	
r 26	Duty to have regard to any report of the relevant fire authority	CEH, DWO, EHO, MCSA	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	CEH, DWO, EHO, MCSA	
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	CEH, DWO, EHO, MCSA	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	CEH, DWO, EHO, MCSA	

	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020	and Standard	s) Regulations 2020
Provision	Powers and Functions Delegated	Delegate	ate Conditions and Limitations
r 41(4)	Function of receiving installation certificate	CEH, DWO, EHO, MCSA	-C
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	CEH, DWO, EHO, MCSA	- V
sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	CEH, DWO, EHO, MCSA	, As
	Road Management (General) Regulations 2016	116	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 8(1)	Duty to conduct reviews of road management plan	DOI, MI	
r 9(2)	Duty to produce written report of review of road management plan and make report available	DOI, MI	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	DOI, MI	Where Council is the coordinating road authority

Attachments - 682

	Road Management (General) Regulations 2016	16	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	DOI, MI	
r 13(1)	Duty to publish notice of amendments to road management plan	DOI, MI	where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	DOI, MI	
r 16(3)	Power to issue permit	DOI, MI	Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	DOI, MI	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	DOI, MCW, MI	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	DOI, MCW, MI	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	DOI, MCW, ME, MI	Where Council is the responsible road authority

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	Road Management (General) Regulations 2016	gulations	2016	
Provision	Powers and Functions Delegated		Delegate	Conditions and Limitations
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3)	st complying	DOI, MCW, ME, MI	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	۵	DOI, MI	
	Road Management (Works and Infrastructure) Regulations 2015	cture) Reg	ulations 2015	
Provision	Powers and Functions Delegated	Delegate	Col	Conditions and Limitations
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of DC the Act to give notice as to the completion of those works MI	ol, MCW,	Where Council is where consent giv	DOI, MCW, Where Council is the coordinating road authority and MI where consent given under s 63(1) of the Act

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CM.044/21 Attachment 1. Review of Instrument of Delegation to Members of Council Staff S6 Instrument of Delegation to Members of Council Staff

DOI, MCW, Where Council is the coordinating road authority MI

Power to waive whole or part of fee in certain circumstances

r 22(2)

## S6 Instrument of Delegation to Members of Council Staff

Updated August 2020 March 2021



Attachments - 685

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## Instrument of Delegation

In exercise of the power conferred by the legislation referred to in the attached Schedule, the Council:

- delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
- 2. record that references in the Schedule are as follows:
  - CEH means Coordinator Environmental Health
  - CEO means Chief Executive Officer
  - CFO means Chief Financial Officer
  - CSC means Community Safety Coordinator
  - DOI means Director Operations and Infrastructure
  - DWO means Domestic Wastewater Officer
  - EHO means Environmental Health Officer
  - EMGCE means Executive Manager Governance, Communications and Engagement
  - EML means Emergency Management Lead
  - EMPCS means Executive Manager Planning and Community Safety
  - FM means Finance Manager
  - GL means Governance Lead
  - HTO means Health Technical Officer
  - MCSA means Manager Community Safety and Amenity
  - MCW means Manager Capital Works
  - ME means Manager Environment
  - MI means Manager Infrastructure
  - MPFM means Manager Property and Facilities Maintenance
  - MPS means Manager Planning Services
  - PBSTL means Planning Business Support Team Leader
  - PIO means Planning Investigations Officer
  - PP means Principal Planner
  - PSO means Planning Support Officer
  - SO means Subdivisions Officer
  - SP means Statutory Planner
  - SPAO means Senior Planning Advisory Officer
  - SPC means Statutory Planning Coordinator
  - SPCIP means Statutory Planning Coordinator (Investigations and Projects)
  - SPL means Strategic Planning Lead
  - SSP means Senior Statutory Planner
  - SStrP means Senior Strategic Planner

- StrP means Strategic Planner
- SUD means Senior Urban Designer
- declares that:
  - 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 25 August 2020 23 March 2021; and
  - 3.2 the delegation:
    - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 3.2.2 remains in force until varied or revoked;
    - 3.2.3 is subject to any conditions and limitations set out in subparagraph 3.3, and the Schedule; and
    - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
  - 3.3 the delegate must not determine the issue, take the action or do the act or thing:
    - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
    - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
      - (a) policy; or
      - (b) strategy

adopted by Council;

- 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
- 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

THE COMMON SEAL of NILLUMB	K)	
SHIRE COUNCIL was affixed heret	o )	
On the day of	202 <mark>01</mark>	)
On the authority of the Council and	)	
signed by:	)	

......Councillor

..... Chief Executive Officer

SCHEDULE

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	Dom	Domestic Animals Act 1994		
Provision	on Powers and Functions Delegated	Delegate	Conditions and Limitations	ions
s 41A(1)	Power to declare a dog to be a menacing dog C	CSC, EMPCS, MCSA Co.	Council may delegate this power to a Council authorised officer	cil authorised officer
	Environ	Environment Protection Act 1970	0	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	d Limitations
s 53M(3)	Power to require further information	CEH, DWO, EHO, EMPCS, HTO, MCSA	s, htto,	
s 53M(4)	Duty to advise applicant that application is not to be dealt with	t CEH, DWO, EHO, EMPCS, HTO, MCSA	s, htto,	
s 53M(5)	Duty to approve plans, issue permit or refuse permit	CEH, EMPCS, MCSA	Refusal must be ratified by Council or it is of no effect	y Council or it is of no
s 53M(6)	Power to refuse to issue septic tank permit	CEH, EMPCS, MCSA	Refusal must be ratified by Council or it is of no effect	y Council or it is of no
s 53M(7)	Duty to refuse to issue a permit in circumstances in (a)- (c)	CEH, EMPCS, MCSA	Refusal must be ratified by Council or it is of no effect	y Council or it is of no

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	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	CEH, DWO, EHO, EMPCS, MCSA	lf s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	CEH, DWO, EHO, EMPCS, MCSA	lf s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	CEH, EMPCS, MCSA	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	CEH, EMPCS, MCSA	lf s 19(1) applies
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	CEH, EMPCS, MCSA	lf s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	CEH, DWO, EHO, EMPCS, MCSA	lf s 19(1) applies

	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	CEH, EMPCS, MCSA	Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	CEH, EMPCS, MCSA	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	CEH, DWO, EHO, EMPCS, MCSA	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority

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	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	CEH, DWO, EHO, EMPCS, MCSA	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	CEH, EMPCS, MCSA	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	CEH, EMPCS, MCSA	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	CEH, DWO, EHO, EMPCS, MCSA	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority

	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
	Power to register, renew or transfer registration	CEH, EMPCS, MCSA	Where Council is the registration authority refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	CEH, MCSA	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 36B	Duty to pay the charge for use of online portal	CEH, MCSA	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	CEH, EMPCS, MCSA	Where Council is the registration authority

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	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38A(4)	Power to request a copy of a completed food safety program template	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	CEH, DWO, EHO, EMPCS, MCSA	Where Council is the registration authority

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	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38D(3)	Power to request copies of any audit reports	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	CEH, EMPCS, MCSA	Where Council is the registration authority not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	CEH, EMPCS, MCSA	CEH, EMPCS, Where Council is the registration authority MCSA
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	CEH, DWO, EHO, EMPCS, HTO, MCSA	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	CEH, EHO, MCSA	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 38G(2)	Power to require the proprietor of the food premises to comply with any requirement of the Act	CEH, EHO, MCSA	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier

	Food Act 1984		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 39A	Power to register, renew or transfer food premises despite minor defects	CEH, EMPCS, MCSA	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	CEH, EMPCS, MCSA	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	CEH, EMPCS, MCSA	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	CEH, EMPCS, MCSA	Where Council is the registration authority
s 40F	Power to cancel registration of food premises	CEH, MCSA	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	CEH, EMPCS, MCSA	Where Council is the registration authority

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		Food Act 1984	z	
Provision	n Powers and Functions Delegated	gated	Delegate	Conditions and Limitations
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	siness that meet o register the	CEH, EMPCS, MCSA	CEH, EMPCS, Where Council is the registration authority MCSA
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	other person where the offen person and where the first I a prosecution, without he person first charged	CEH, EMPCS, MCSA	Where Council is the registration authority
		Heritage Act 2017	210	
Provision	Powers and Functions Delegated	Delegate		Conditions and Limitations
s 116	Power to sub-delegate Executive Director's functions, duties or powers	CEO, EMPCS, MPS, SPL	Must first obtain Exe Council can only sub Executive Director au	Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

	Local Government Act 1989	686		
Provision	Powers and Functions Delegated		Delegate	Conditions and Limitations
s 185L(4)	Power to declare and levy a cladding rectification charge		CEO	
s-181H	Power to enter into an environmental upgrade agreement on behalf of Council and declare and levy an environmental upgrade charge	and declare and levy	ee CEO	
	Planning and Environment Act 1987	lot 1987		
Provision	Powers and Functions Delegated	Delegate	Condition	Conditions and Limitations
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	EMPCS, SPL If a	If authorised by the Minister	Minister
s 4G	Function of receiving prescribed documents and a copy of the EMP Victorian Planning Provisions from the Minister	EMPCS, SPL		
s 4H	Duty to make amendment to Victoria Planning Provisions available EMP	EMPCS, SPL		
s 4l	Duty to keep Victorian Planning Provisions and other documents EMP available	EMPCS, SPL		

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	EMPCS, SPL	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	EMPCS, SPL	
s 8A(5)	Function of receiving notice of the Minister's decision	EMPCS, SPL	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	EMPCS, SPL	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	EMPCS, SPL	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	EMPCS, MPS, SPL	
s 12A(1)	Duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s19 of the Planning and Environment (Planning Schemes) Act 1996)	EMPCS, SPL	

	Planning and Environment Act 1987	ant Act 1987	
Provision	Powers and Functions Delegated	Delegate Conditions and Limitations	Limitations
s 12B(1)	Duty to review planning scheme	EMPCS, SPL	
s 12B(2)	Duty to review planning scheme at direction of Minister	EMPCS, SPL	
s.12B(5)	Duty to report findings of review of planning scheme to Minister without delay	EMPCS, SPL	
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	EMPCS, SPL	
s 17(1)	Duty of giving copy amendment to the planning scheme	EMPCS, SPL	
s 17(2)	Duty of giving copy s 173 agreement	EMPCS, SPL	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	EMPCS, SPL	
s 18	Duty to make amendment etc. available	EMPCS, SPL	
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	EMPCS, SPL	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	EMPCS, SPL	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	EMPCS, SPL	
s 21(2)	Duty to make submissions available	EMPCS, SPL	
s 21A(4)	Duty to publish notice	EMPCS, SPL	
s 22	Duty to consider all submissions	EMPCS, SPL	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	EMPCS, SPL	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	EMPCS, SPL	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	EMPCS, SPL	
s 26(1)	Power to make report available for inspection	EMPCS, SPL	
s 26(2)	Duty to keep report of panel available for inspection	EMPCS, SPL	
s 27(2)	Power to apply for exemption if panel's report not received	EMPCS, SPL	
s 28	Duty to notify the Minister if abandoning an amendment	EMPCS, SPL	Note: the power to make a decision to abandon an amendment cannot be delegated
s 30(4)(a)	Duty to say if amendment has lapsed	EMPCS, SPL	
s 30(4)(b)	Duty to provide information in writing upon request	EMPCS, SPL	
s 32(2)	Duty to give more notice if required	EMPCS, SPL	
s 33(1)	Duty to give more notice of changes to an amendment	EMPCS, SPL	
s 36(2)	Duty to give notice of approval of amendment	EMPCS, SPL	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38(5)	Duty to give notice of revocation of an amendment	EMPCS, SPL	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	EMPCS, SPL	
s 40(1)	Function of lodging copy of approved amendment	EMPCS, SPL	
s 41	Duty to make approved amendment available	EMPCS, SPL	
s 42	Duty to make copy of planning scheme available	EMPCS, MPS, SPC, SPCIP, SPL	
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	EMPCS, SPL	Where Council is a responsible public entity and is a planning authority Note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of councils
s 46AW	Function of being consulted by the Minister	EMPCS	Where Council is a responsible public entity

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	EMPCS, SPL	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	EMPCS, SPL	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	EMPCS, SPL	Where Council is a responsible public entity
s 46Gl(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	CEO, EMPCS	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	EMPCS, SPL	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	EMPCS, SPL	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	EMPCS, SPL	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	EMPCS, SPL	
s 46GP	Function of receiving a notice under s 46GO	EMPCS, SPL	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	EMPCS, SPL	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	EMPCS, SPL	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	EMPCS, SPL	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	EMPCS	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer- general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	EMPCS, SPL	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	EMPCS, SPL	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	EMPCS, SPL	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	EMPCS, SPL	
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	Q	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	EMPCS	Where Council is the collecting agency

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ProvisionPowers and Functions Delegateds 46GV(3)(b)Power to enter into an agreement with the applicants 46GV(4)(a)Function of receiving the inner public purpose land in accordances 46GV(4)(b)Function of receiving the inner public purpose land in accordances 46GV(4)(b)Function of receiving the inner public purpose land in accordances 46GV(7)Function of receiving the inner public purpose land in accordances 46GV(7)Duty to impose the requirements set out in s 46GV(3) and (4) ass 46GV(7)Duty to impose the requirements set out in s 46GV(3) and (4) ass 46GV(7)Duty to impose the requirements contribution to develop the land in the ICP plan areas 46GV(9)Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction				
Power to enter into an agreement with Function of receiving the inner public p with s 46GV(5) and (6) Function of receiving the inner public p with s 46GV(5) and (6) Duty to impose the requirements set of conditions on the permit applied for by land in the ICP plan area Power to require the payment of a mor provision of the land component of an be secured to Council's satisfaction	unctions Delegated	Delegate	Conditions and Limitations	
Function of receiving the inner public p with s 46GV(5) and (6) Function of receiving the inner public p with s 46GV(5) and (6) Duty to impose the requirements set of conditions on the permit applied for by land in the ICP plan area Power to require the payment of a mor provision of the land component of an be secured to Council's satisfaction	ent with the applicant	CEO, EMPCS	Where Council is the collecting agency	
Function of receiving the inner public p with s 46GV(5) and (6) Duty to impose the requirements set of conditions on the permit applied for by land in the ICP plan area Power to require the payment of a mor provision of the land component of an be secured to Council's satisfaction	public purpose land in accordance	EMPCS, SPL	Where Council is the development agency	
Duty to impose the requirements set or conditions on the permit applied for by land in the ICP plan area Power to require the payment of a mor provision of the land component of an be secured to Council's satisfaction	public purpose land in accordance	EMPCS, SPL	Where Council is the collecting agency	
Power to require the payment of a mor provision of the land component of an be secured to Council's satisfaction	ut in s 46GV(3) and (4) as the applicant to develop the	EMPCS, MPS, SPC, SPCIP		
	letary component or the infrastructure contribution to	EMPCS, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency	
s 46GX(1) Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable		EMPCS, MCW, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency	
s 46GX(2) Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	acilities of the	EMPCS, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GY(1)	Duty to keep proper and separate accounts and records	CFO, EMPCS, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	CFO, EMPCS, FM, SPL	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan, as responsible for those works, services or facilities	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(2)(b)	Function of receiving the monetary component	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	CFO, EMPCS, FM, Where Council is the collecting agency under an MPS, SPC, approved infrastructure contributions plan SPCIP, SPL
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	CFO, EMPCS, FM, Where Council is the collecting agency under an MPS, SPC, approved infrastructure contributions plan SPCIP, SPL This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	CFO, EMPCS, FM, MPS, SPC, SPCIP, SPL	CFO, EMPCS, FM, Where Council is the collecting agency under an MPS, SPC, approved infrastructure contributions plan SPCIP, SPL
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	EMPCS, MPFM, MPS, SPC, SPCIP	If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land	MPFM	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	MPFM	Where Council is the development agency under an approved infrastructure contributions plan

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	EMPCS, MPFM	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s $46$ GZB(3)(a) – (c)	EMPCS, MPFM	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	EMPCS, MI, MPS, SPL	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	EMPCS, MPS	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	EMPCS, MPS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	CFO, EMPCS, FM, MPS	Where Council is the collecting agency under an approved infrastructure contributions plan

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	CFO, EMPCS, FM, MPFM, MPS	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	CFO, EMPCS, FM, MPS	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	EMPCS, MPS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	CFO, EMPCS, FM, MPFM, MPS	Where Council is the development agency under an approved infrastructure contributions plan
s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	EMPCS, MPFM	Where Council is the development agency under an approved infrastructure contributions plan

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZF(3)	s 46GZF(3)(a) function of receiving proceeds of sale	CFO, FM, MPFM	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	CFO, EMPCS, FM	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	CFO, EMPCS, FM	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	CFO, EMPCS, FM	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	EMPCS, MPS	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	EMPCS, MPFM	Where Council is a collecting agency or development agency

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Provision     Duty to amount year for			
	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	CFO, EMPCS, FM, MPFM, MPS	
s 46N(1) Duty to develop	Duty to include condition in permit regarding payment of development infrastructure levy	EMPCS, MPS, SPC, SPCIP	
s 46N(2)(c) Functio	Function of determining time and manner for receipt of development contributions levy	EMPCS, MPS, SPC, SPCIP	
s 46N(2)(d) Power t paymer	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	EMPCS, MPS, SPAO, SPC, SPCIP, SSP	
s 46O(1)(a) & Power t (2)(a) agreem	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	EMPCS, MPS, SPC, SPCIP	
s 46O(1)(d) & Power t (2)(d) paymer	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	EMPCS, MPS, SPC, SPCIP	
s 46P(1) Power t to be set	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	EMPCS, MPS, SPC, SPCIP	
s 46Q(1)	Duty to keep proper accounts of levies paid	EMPCS, MPS, SPC, SPCIP	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency or plan preparation costs incurred by a development agency or plan preparation costs incurred by a development	EMPCS, MPS, SPC, SPCIP	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	EMPCS, MPS, SPC, SPCIP	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	EMPCS, MPS, SPC, SPCIP	Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	CFO, EMPCS, FM, MPS, SPC, SPCIP	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 2.Marked up - S6 Instrument of Delegation to Members of Council Staff

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	EMPCS, SPL	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	EMPCS, MPS, SPC, SPCIP, SPL	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	EMPCS, MPS, SPC, SPCIP	
s 46QD	Duty to prepare report and give a report to the Minister	EMPCS, MPS, SPL	Where Council is a collecting agency or development agency
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available	EMPCS, SPL	
s 46Y	Duty to carry out works in conformity with the approved strategy plan	EMPCS, MPS, SPC, SPCIP, SPL	
s 47	Power to decide that an application for a planning permit does not comply with that Act	EMPCS, MPS, SPC, SPCIP	

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	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	EMPCS, MPS, SPC, SPCIP	
s 49(2)	Duty to make register available for inspection	EMPCS, MPS, SPC, SPCIP	
s 50(4)	Duty to amend application	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 50(5)	Power to refuse to amend application	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 50(6)	Duty to make note of amendment to application in register	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 50A(1)	Power to make amendment to application	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 50A(4)	Duty to note amendment to application in register	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 51	Duty to make copy of application available for inspection	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

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	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 52(3)	Power to give any further notice of an application where appropriate	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

Planning and Enviror           Provision         Power source and Functions Delegated           33(1)         Power to require the applicant to give notice under s 52(1) to persons specified by it           33(1A)         Power to require the applicant to give the notice under s 52(1AA)           34(1)         Power to require the applicant to give the notice under s 52(1AA)           34(1)         Power to require the applicant to give the notice under s 52(1AA)           34(1)         Power to require the applicant to give the notice under s 52(1AA)           34(1)         Power to require the applicant to give the notice under s 52(1AA)           34(1)         Power to require the applicant to provide more information
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	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 54(1B)	Duty to specify the lapse date for an application	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57(5)	Duty to make available for inspection copy of all objections	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 57A(5)	Power to refuse to amend application	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57A(6)	Duty to note amendments to application in register	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57B(1)	Duty to determine whether and to whom notice should be given	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

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	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 57C(1)	Duty to give copy of amended application to referral authority	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 58	Duty to consider every application for a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 58A	Power to request advice from the Planning Application Committee	EMPCS, MPS, SPC, SPCIP	
s 60	Duty to consider certain matters	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 60(1A)	Duty to consider certain matters	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	CEO, EMPCS, MPS, SPC, SPCIP	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006 In accordance with delegations issued by Council (or unless called in by a ward Councillor or Councillors)
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	<mark>CEO</mark> , EMPCS, MPS, SPC, SPCIP	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	CEO, EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	<mark>CEO</mark> , EMPCS, MPS, SPC, SPCIP	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	<mark>CEO</mark> , EMPCS, MPS, SPC, SPCIP	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	<mark>CEO</mark> , EMPCS, MPS, SPC, SPCIP	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	EMPCS, MPS, SPC, SPCIP	
s 62(2)	Power to include other conditions	EMPCS, MPS, SPC, SPCIP	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	EMPCS, MPS, SPC, SPCIP	

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	Planning and Environment Act 1987	tent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	EMPCS, MPS, SPC, SPCIP	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	EMPCS, MPS, SPC, SPCIP	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	EMPCS, MPS, SPC, SPCIP	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(3)	Duty not to issue a permit until after the specified period	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	EMPCS, MPS, PP, This provision applies also to a decision to grant PSO, SO, SP, an amendment to a permit - see s 75 SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	This provision applies also to a decision to grant an amendment to a permit - see s 75A

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	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit

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	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 69(1A)	Function of receiving application for extension of time to complete development	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 69(2)	Power to extend time	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 70	Duty to make copy permit available for inspection	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 71(1)	Power to correct certain mistakes	EMPCS, MPS, SPC, SPCIP	
s 71(2)	Duty to note corrections in register	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 73	Power to decide to grant amendment subject to conditions	EMPCS, MPS, SPC, SPCIP	
s 74	Duty to issue amended permit to applicant if no objectors	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

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	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 83	Function of being respondent to an appeal	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 83B	Duty to give or publish notice of application for review	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	EMPCS, MPS, SPC, SPCIP	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 84(6)	Duty to issue permit on receipt of advice within 3 working days	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 84AB	Power to agree to confining a review by the Tribunal	EMPCS, MPS, PP, PSO, SPAO, SPC, SPCIP, SSP	

	Planning and Environment Act 1987	tent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
8 80 0	Duty to issue a permit at order of Tribunal within 3 working days	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	EMPCS, MPS, SPC, SPCIP	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 91(2)	Duty to comply with the directions of VCAT	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 93(2)	Duty to give notice of VCAT order to stop development	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 95(3)	Function of referring certain applications to the Minister	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 95(4)	Duty to comply with an order or direction	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	CEO, DOI, EMPCS, MPS, SPC, SPCIP	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	CEO, DOI, EMPCS, MPS, SPC, SPCIP	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	EMPCS, MPS, SPC, SPCIP, SPL	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	EMPCS, MPS, SPC, SPCIP, SPL	
s 96F	Duty to consider the panel's report under s 96E	EMPCS, MPS, SPC, SPCIP, SPL	

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	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996)	EMPCS, MPS, SPC, SPCIP	
s 96H(3)	Power to give notice in compliance with Minister's direction	EMPCS, MPS, SPC, SPCIP	
s 96J	Power to issue permit as directed by the Minister	EMPCS, MPS, SPC, SPCIP	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	EMPCS, MPS, SPC, SPCIP	
296 s	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	EMPCS, MPS, SPC, SPCIP	
s 97C	Power to request Minister to decide the application	EMPCS, MPS, SPC, SPCIP	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	EMPCS, MPS, SPC, SPCIP	
s 97G(6)	Duty to make a copy of permits issued under s 97F available for inspection	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 970	Duty to consider application and issue or refuse to issue certificate of compliance	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	EMPCS, MPS, PP, PSO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 97Q(4)	Duty to comply with directions of VCAT	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	EMPCS, MPS, SPC, SPCIP, SPL	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	EMPCS, MPS	
s 101	Function of receiving claim for expenses in conjunction with claim	EMPCS, MPS	
s 103	Power to reject a claim for compensation in certain circumstances	EMPCS, MPS	
s.107(1)	function of receiving claim for compensation	EMPCS, MPS, SPC, SPCIP, SPL	
s 107(3)	Power to agree to extend time for making claim	EMPCS, MPS, SPL	

ProvisionPowers and Functions Delegateds 114(1)Power to apply to the VCAT for an enforcement orders 117(1)(a)Function of making a submission to the VCAT where objectionss 117(1)(a)Function of making a submission to the VCAT where objectionss 120(1)Power to apply for an interim enforcement order where s 114s 120(1)Power to apply for an interim enforcement order where s 114s 120(1)Power to carry out work required by enforcement order ands 123(1)Power to carry out work required by enforcement order ands 123(2)Power to sell buildings, materials, etc salvaged in carrying out wos 129Function of recovering penaltiess 129Power to allow person served with an infringement notice furthers 130(5)Power to allow person served with an infringement notice further		Planning and Environment Act 1987	ient Act 1987	
(1) (1) (1) (1) (1) (1) (2) (2) (2) (2) (2) (2) (2) (2) (2) (2	Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
(1) (1) (1) (1) (2) (2) (2)	114(1)	Power to apply to the VCAT for an enforcement order	EMPCS, MPS, PIO, SPC, SPCIP	
(2) (3) (3)	117(1)(a)	Function of making a submission to the VCAT where objections are received	EMPCS, MPS, PIO, SPC, SPCIP	
(1)	120(1)	Power to apply for an interim enforcement order where s 114 application has been made	EMPCS, MPS, PIO, SPC, SPCIP	
(2)	123(1)	Power to carry out work required by enforcement order and recover costs	EMPCS, MPS, PIO, SPC, SPCIP	
(2)	123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	CFO, EMPCS, MPFM, MPS	Except Crown Land
	129	Function of recovering penalties	CFO, EMPCS, MPS, SPC, SPCIP	
	130(5)	Power to allow person served with an infringement notice further time	EMPCS, MPS, PIO, SPC, SPCIP	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 149A(1)	Power to refer a matter to the VCAT for determination	EMPCS, MPS, PIO, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	EMPCS, MPS, PIO, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B)power to ask for contribution under s 156(4) and power to abandon amendment or part of it under s 156(4)	EMPCS, SPL	Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports	EMPCS, MPS, SPC, SPCIP, SPL	

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	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 171(2)(g)	Power to grant and reserve easements	EMPCS, MPS, SPC, SPCIP	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	CFO, EMPCS, MPFM	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	QN	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	QN	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	EMPCS, MPS, SPC, SPCIP, SPL	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	CEO, EMPCS	Where Council is the relevant responsible authority

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	EMPCS, MPS, SPC, SPCIP, SPL	
	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	EMPCS, MPS, SPC, SPCIP, SPL	
s 1 <i>77</i> (2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	EMPCS, MPS, SPC, SPCIP, SPL	
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	EMPCS, MPS, SPC, SPCIP, SPL	
s 178A(1)	Function of receiving application to amend or end an agreement	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	tent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178A(5)	Power to propose to amend or end an agreement	EMPCS, MPS, SPC, SPCIP	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178C(4)	Function of determining how to give notice under s 178C(2)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	EMPCS, MPS, SPC, SPCIP	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	EMPCS, MPS, SPC, SPCIP	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	EMPCS, MPS, SPC, SPCIP	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	EMPCS, MPS, SPC, SPCIP	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	EMPCS, MPS, SPC, SPCIP	After considering objections, submissions and matters in s 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	EMPCS, MPS, SPC, SPCIP	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	EMPCS, MPS, SPC, SPCIP	After considering objections, submissions and matters in s 178B

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	EMPCS, MPS, SPC, SPCIP	

	Planning and Environment Act 1987	ent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 179(2)	Duty to make available for inspection copy agreement	EMPCS, MPS, PBSTL, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	EMPCS, MPS, SPC, SPCIP	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	EMPCS, MPS, SPC, SPCIP	

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	Planning and Environment Act 1987	lent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	EMPCS, MPS, SPC, SPCIP	
s 182	Power to enforce an agreement	EMPCS, MPS, PIO, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	EMPCS, MPS, SPC, SPCIP	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	EMPCS, MPS, SPC, SPCIP	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	

	Planning and Environment Act 1987	ient Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	EMPCS, MPS, PBSTL, SPC, SPCIP	
s 184G(2)	Duty to comply with a direction of the Tribunal	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 184G(3)	Duty to give notice as directed by the Tribunal	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
s 198(1)	Function to receive application for planning certificate	EMPCS, MPS, PBSTL, SPC, SPCIP	

	Planning and Environment Act 1987	ient Act 1987		
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	1
s 199(1)	Duty to give planning certificate to applicant	EMPCS, MPS, PBSTL, SPC, SPCIP		
s 201(1)	Function of receiving application for declaration of underlying zoning	EMPCS, MPS, SPC, SPCIP, <mark>SPL</mark>		
s 201(3)	Duty to make declaration	EMPCS, MPS, SPC, SPCIP, <mark>SPL</mark>		
	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	EMPCS, MPS, SPC, SPCIP, SPL		
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	EMPCS, MPS, SPC, SPCIP, SPL		
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	EMPCS, MPS, SPC, SPCIP, SPL		
	Power to give written authorisation in accordance with a provision of a planning scheme	EMPCS, MPS, SPC, SPCIP, SPL		

	Planning and Environment Act 1987	tent Act 1987	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	EMPCS, MPS, SPC, SPCIP, SPL	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	EMPCS, MPS, SPC, SPCIP, SPL	
	Residential Tenancies Act 1997	s Act 1997	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 91ZU(1)	Power to give a renter a notice to vacate rented premises	MPFM	Where Council is a public statutory authority engaged in the provision of housing Note: this power is not yet in force and will commence on <del>1 January 2021</del> 27 April 2021, unless proclaimed earlier
s 91ZZC(1)	Power to give a renter a notice to vacate rented premises	MPFM	Where Council is a public statutory authority authorised to acquire land compulsorily for its purposes Note: this power is not yet in force and will commence on <del>1. January 2021, 27</del> April 2021, unless proclaimed earlier

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	Residential Tenancies Act 1997	s Act 1997	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 91ZZE(1)	Power to give a renter a notice to vacate rented premises	MPFM	Where Council is a public statutory authority engaged in the provision of housing Note: this power is not yet in force and will commence on <del>1. January 2021</del> 27 April 2021, unless proclaimed earlier
s 91ZZE(3)	Power to publish Council's criteria for eligibility for the provision of housing	MPFM	Where Council is a public statutory authority engaged in the provision of housing Note: this power is not yet in force and will commence on <del>1 January 2021</del> 27 April 2021, unless proclaimed earlier
s 142D	Function of receiving notice regarding an unregistered rooming house	CEH, DWO, EHO, HTO, MCSA	
s 142G(1)	Duty to enter required information in Rooming House Register for each rooming house in municipal district	CEH, DWO, EHO, HTO, MCSA	
s 142G(2)	Power to enter certain information in the Rooming House Register	CEH, DWO, EHO, HTO, MCSA	

	Residential Tenancies Act 1997	s Act 1997	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 142l(2)	Power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	CEH, DWO, EHO, HTO, MCSA	
s 206AZA(2)	Function of receiving written notification	MPFM	Note: this power is not yet in force and will commence on <del>1 January 2021</del> 27 April 2021, unless proclaimed earlier
s 207ZE(2)	Function of receiving written notification	MPFM	Note: this power is not yet in force and will commence on <del>1 January 2021</del> 27 April 2021, unless proclaimed earlier
s 311A(2)	Function of receiving written notification	MPFM	
s 317ZDA(2)	Function of receiving written notification	MPFM	
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	CEH, EML, MCSA	
s 522(1)	Power to give a compliance notice to a person	CEH, DWO, EHO, HTO, MCSA	

	Residential Tenancies Act 1997	s Act 1997	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEH, DOI, EMPCS, MCSA, MPFM	
s 525(4)	Duty to issue identity card to authorised officers	EMGCE, GL	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	MCSA	
s 526A(3)	Function of receiving report of inspection	CEH, DOI, EMPCS, MCSA, MPFM	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	DOI, EMPCS, MCSA, MPFM	
	Road Management Act 2004	Act 2004	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	tte DOI, MI	Obtain consent in circumstances specified in s 11(2)

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	DOI, EMGCE, SO	
s 11(9)(b)	Duty to advise Registrar	DOI, EMGCE, SO	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	DOI, EMGCE	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	DOI, MI	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	IOU	Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	DOI, MI	Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice	DOI, MI	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies

Attachments - 761

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 12(6)	Function of hearing a person in support of their written submission	DOI, MI	Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	DOI, MI	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(10)	Duty to notify of decision made	DOI, MI	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	DOI, MI	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	DOI	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	DOI	

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 2.Marked up - S6 Instrument of Delegation to Members of Council Staff

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport transport	DOI, MI	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DOI, MI	
s 15(2)	Duty to include details of arrangement in public roads register	DOI, MI	
s 16(7)	Power to enter into an arrangement under s 15	DOI, MI	
s 16(8)	Duty to enter details of determination in public roads register	DOI, MI	
s 17(2)	Duty to register public road in public roads register	DOI, MI	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	DOI, MI	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	DOI, MI	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	DOI, MI	Where Council is the coordinating road authority

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	DOI, MI	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	DOI, MI	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	DOI, MI	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	DOI, MI	
s 19(4)	Duty to specify details of discontinuance in public roads register	DOI, MI	
s 19(5)	Duty to ensure public roads register is available for public inspection	DOI, MI	
s 21	Function of replying to request for information or advice	DOI, MI	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	DOI, MI	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	DOI	

Attachments - 764

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 22(5)	Duty to give effect to a direction under s 22	DOI	
s 40(1)	Duty to inspect, maintain and repair a public road.	DOI, MI	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	DOI, MI	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DOI, MI	
s 42(1)	Power to declare a public road as a controlled access road	DOI, MI	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	DOI, MI	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with <del>VicRoads</del> Head, Transport for Victoria and Minister for Local Government before road is specified	DOI, MI	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	DOI, MI	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 2.Marked up - S6 Instrument of Delegation to Members of Council Staff

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	DOI, MI	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	DOI, MI	
s 49	Power to develop and publish a road management plan	DOI, MI	
s 51	Power to determine standards by incorporating the standards in a road management plan	DOI, MI	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	DOI, MI	
s 54(2)	Duty to give notice of proposal to make a road management plan	DOI, MI	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	DOI, MI	
s 54(6)	Power to amend road management plan	DOI, MI	
s 54(7)	Duty to incorporate the amendments into the road management plan	DOI, MI	

Attachments - 766

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	DOI, MI	
s 63(1)	Power to consent to conduct of works on road	DOI, MI	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	DOI, MI	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	DOI, MI	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	DOI, MI	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	DOI, MI	Where Council is the coordinating road authority
s 67(3)	Power to request information	DOI, MI	Where Council is the coordinating road authority
s 68(2)	Power to request information	DOI, MI	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	IOO	

Attachments - 767

	Road Management Act 2004		
Provision	Powers and Functions Delegated	Delegate Conditions and Limitations	litations
s 72	Duty to issue an identity card to each authorised officer	DOI, MI	
s 85	Function of receiving report from authorised officer	DOI, MI	
s 86	Duty to keep register re s 85 matters	DOI, MI	
s 87(1)	Function of receiving complaints	DOI, MI	
s 87(2)	Duty to investigate complaint and provide report	DOI, MI	
s 112(2)	Power to recover damages in court	DOI, MI	
s 116	Power to cause or carry out inspection	DOI, MI	
s 119(2)	Function of consulting with the Head, Transport for Victoria	DOI, MI	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	DOI, MI	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	DOI, MI	

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 121(1)	Power to enter into an agreement in respect of works	DOI, MI	
s 122(1)	Power to charge and recover fees	DOI, MI	
s 123(1)	Power to charge for any service	DOI, MI	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	DOI, MI	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	DOI, MI	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	DOI, MI	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	DOI, MI	
sch 2 cl 5	Duty to publish notice of declaration	DOI, MI	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	DOI, MI	Where Council is the infrastructure manager or works manager

	Road Management Act 2004	94	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	DOI, MI	Where Council is the infrastructure manager or works manager
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	DOI, MI	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	DOI, MI	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	DOI, MI	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	DOI, MI	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	DOI, MI	Where Council is the coordinating road authority

Provision         Powers and Functions Delegated         Delegate         C           sch 7 cl         Duty to ensure that works are conducted by an appropriately qualified         DOI, MI         Where Courti2(4)           sch 7 cl         Power to recover costs         DOI, MI         Where Courti2(5)           sch 7 cl         Power to recover costs         DOI, MI         Where Courti2(5)           sch 7 cl         Duty to notify relevant coordinating road authority within 7 days that works         DOI, MI         Where Courti2(5)           sch 7 cl         Power to vary notice period         DOI, MI         Where Courti3(2)         DOI, MI           sch 7 cl         Power to vary notice period         DOI, MI         Where Courti3(2)         DOI, MI         Where Courti3(2)           sch 7 cl         Power to vary notice period         DOI, MI         Where Courti3(2)         DOI, MI         Where Courti3(2)           sch 7 cl         Duty to ensure works manager has complied with obligation to give notice         DOI, MI         Where Courti3(2)           sch 7 cl         Duty to ensure works manager has compleid with obligation to give notice         DOI, MI         Where Courti3(2)           sch 7 cl         Duty to consent to proposed works         DOI, MI         Where Courti3(2)         DOI, MI           sch 7 cl         Duty to consult		Road Management Act 2004	04	
cl     Duty to ensure that works are conducted by an appropriately qualified     DOI, MI       cl     Power to recover costs     DOI, MI       cl     Power to recover costs     DOI, MI       cl     Duty to notify relevant coordinating road authority within 7 days that works     DOI, MI       have been completed, subject to sch 7 cl 13(2)     DOI, MI       cl     Power to vary notice period     DOI, MI       cl     Power to vary notice period     DOI, MI       cl     Duty to ensure works manager has complied with obligation to give notice     DOI, MI       cl     Duty to ensure works manager has complied with obligation to give notice     DOI, MI       cl     Duty to ensure works manager has complied with obligation to give notice     DOI, MI       cl     Duty to ensure works manager has complied with obligation to give notice     DOI, MI       cl     Duty to consent to proposed works     DOI, MI       cl     Duty to consent to proposed works     DOI, MI	Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
Power to recover costs     DOI, MI       Duty to notify relevant coordinating road authority within 7 days that works     DOI, MI       have been completed, subject to sch 7 cl 13(2)     DOI, MI       Power to vary notice period     DOI, MI       Duty to ensure works manager has complied with obligation to give notice     DOI, MI       Duty to ensure works manager has complied with obligation to give notice     DOI, MI       Duty to ensure works manager has complied with obligation to give notice     DOI, MI       Duty to ensure works manager has completed with obligation to give notice     DOI, MI       Power to consent to proposed works     DOI, MI       Power to consent to proposed works     DOI, MI	sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	DOI, MI	Where Council is the coordinating road authority
Duty to notify relevant coordinating road authority within 7 days that works     DOI, MI       have been completed, subject to sch 7 cl 13(2)     DOI, MI       Power to vary notice period     DOI, MI       Duty to ensure works manager has complied with obligation to give notice     DOI, MI       Power to consent to proposed works     DOI, MI	sch 7 cl 12(5)	Power to recover costs	DOI, MI	Where Council is the coordinating road authority
Power to vary notice period     DOI, MI       Duty to ensure works manager has complied with obligation to give notice     DOI, MI       under sch 7 cl 13(1)     DOI, MI       Power to consent to proposed works     DOI, MI       Duty to consult     DOI, MI       Power to consent to proposed works     DOI, MI       Power to consent to proposed works     DOI, MI       Duty to consult     DOI, MI	sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	DOI, MI	Where Council is the works manager
Duty to ensure works manager has complied with obligation to give notice       DOI, MI         under sch 7 cl 13(1)       DOI, MI         Power to consent to proposed works       DOI, MI         Duty to consult       DOI, MI         Power to consent to proposed works       DOI, MI         Duty to consult       DOI, MI         Power to consent to proposed works       DOI, MI         Duty to consult       DOI, MI	sch 7 cl 13(2)	Power to vary notice period	DOI, MI	Where Council is the coordinating road authority
Power to consent to proposed works     DOI, MI       Duty to consult     DOI, MI       Power to consent to proposed works     DOI, MI	sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl $13(1)$	DOI, MI	Where Council is the infrastructure manager
Duty to consult     DOI, MI       Power to consent to proposed works     DOI, MI	sch 7 cl 16(1)	Power to consent to proposed works	DOI, MI	Where Council is the coordinating road authority
Power to consent to proposed works DOI, MI	sch 7 cl 16(4)	Duty to consult	DOI, MI	Where Council is the coordinating road authority, responsible authority or infrastructure manager
	sch 7 cl 16(5)	Power to consent to proposed works	DOI, MI	Where Council is the coordinating road authority

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 16(6)	Power to set reasonable conditions on consent	DOI, MI	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	DOI, MI	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	DOI, MI	Where Council is the coordinating road authority
sch 7 cl18(1)	Power to enter into an agreement	DOI, MI	Where Council is the coordinating road authority
sch7 cl 19(1)	Power to give notice requiring rectification of works	DOI, MI	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DOI, MI	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DOI, MI	Where Council is the coordinating road authority

Attachments - 772

	Road Management Act 2004	04	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7A cl 2	Power to cause street lights to be installed on roads	DOI, MI	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	DOI, MI	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	DOI, MI	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	DOI, MI	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

	Planning and Environment Regulations 2015	lations 2015	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
9.2	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	EMPCS, SPL	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
1.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	EMPCS, MPS, PP, PSO, SO, SP, SPAO, SPC, SPCIP, SPL, SSP, SStrP, StrP, SUD	
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	EMPCS, MPS, PBSTL, SPC, SPCIP	where Council is the responsible authority
r.25(b)	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	EMPCS, MPS, PBSTL, SPC, SPCIP	where Council is not the responsible authority but the relevant land is within Council's municipal district

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 2.Marked up - S6 Instrument of Delegation to Members of Council Staff

	Planning and Environment Regulations 2015	tions 2015		
Provision	Powers and Functions Delegated	Delegate	Conditi	Conditions and Limitations
r.42	function of receiving notice under section 96C(1)(c) of the Act from a E planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	EMPCS, MPS, SPC, SPCIP, SPL	where Council is not th and the amendment af Council's municipal dis where the amendment planning scheme to de an acquiring authority.	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
	Planning and Environment (Fees) Regulations 2016	ulations 2016		
Provision	Powers and Functions Delegated	Delegate		Conditions and Limitations
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	EMPCS, SPL		
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	EMPCS, MPS, PBSTL, SPC, SPCIP	S, PBSTL,	

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Duty to record matters taken into account and which formed the basis of a decision to EMPCS, MPS, PBSTL,

waive or rebate a fee under r 19 or 20

r 21

SPC, SPCIP, SPL

	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020	Standards) Regulatio	ons 2020
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 7	Function of entering into a written agreement with a caravan park owner	CEH, MCSA	
r 10	Function of receiving application for registration	CEH, MCSA	
r 11	Function of receiving application for renewal of registration	CEH, MCSA	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	CEH, MCSA	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	CEH, MCSA	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	CEH, MCSA	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	CEH, MCSA	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	CEH, MCSA	
r 12(4) & (5)	Duty to issue certificate of registration	CEH, MCSA	

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 14(1)	Function of receiving notice of transfer of ownership	CEH, DWO, EHO, MCSA	
r 14(3)	Power to determine where notice of transfer is displayed	CEH, DWO, EHO, MCSA	
r 15(1)	Duty to transfer registration to new caravan park owner	CEH, MCSA	
r 15(2)	Duty to issue a certificate of transfer of registration	CEH, MCSA	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	CEH, MCSA	
r 17	Duty to keep register of caravan parks	CEH, MCSA	
r 18(4)	Power to determine where the emergency contact person's details are displayed	CEH, DWO, EHO, MCSA	
r 18(6)	Power to determine where certain information is displayed	CEH, DWO, EHO, MCSA	
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	CEH, DWO, EHO, MCSA	

Attachments - 777

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Provision	Powers and Functions Delegated	Delegate Conditio	Conditions and Limitations
r 22(2)	Duty to consult with relevant emergency services agencies	CEH, DWO, EHO, MCSA	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	CEH, DWO, EHO, MCSA	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	CEH, DWO, EHO, MCSA	
r 25(3)	Duty to consult with relevant floodplain management authority	CEH, DWO, EHO, MCSA	
r 26	Duty to have regard to any report of the relevant fire authority	CEH, DWO, EHO, MCSA	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	CEH, DWO, EHO, MCSA	
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	CEH, DWO, EHO, MCSA	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	CEH, DWO, EHO, MCSA	

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 2.Marked up - S6 Instrument of Delegation to Members of Council Staff

Provision	Powers and Functions Delegated	Delegate	ate Conditions and Limitations
r 41(4)	Function of receiving installation certificate	CEH, DWO, EHO, MCSA	. ≤
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	CEH, DWO, EHO, MCSA	Ő. S
sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	CEH, DWO, EHO, MCSA	ů 4
	Road Management (General) Regulations 2016	9	
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 8(1)	Duty to conduct reviews of road management plan	DOI, MI	
r 9(2)	Duty to produce written report of review of road management plan and make report available	DOI, MI	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	DOI, MI	Where Council is the coordinating road authority

Attachments - 779

Provision     Duty to       r.10     Duty to       r.13(1)     Duty to			
	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	DOI, MI	
	Duty to publish notice of amendments to road management plan	DOI, MI	where Council is the coordinating road authority
	Duty to record on road management plan the substance and date of effect of amendment	DOI, MI	
r 16(3) Power	Power to issue permit	DOI, MI	Where Council is the coordinating road authority
r 18(1) Power	Power to give written consent re damage to road	DOI, MI	Where Council is the coordinating road authority
r 23(2) Power	Power to make submission to Tribunal	DOI, MCW, MI	Where Council is the coordinating road authority
r 23(4) Power	Power to charge a fee for application under s 66(1) Road Management Act	DOI, MCW, MI	Where Council is the coordinating road authority
r 25(1) Power	Power to remove objects, refuse, rubbish or other material deposited or left on road	DOI, MCW, ME, MI	Where Council is the responsible road authority

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 2.Marked up - S6 Instrument of Delegation to Members of Council Staff

	Road Management (General) Regulations 2016	Regulations	2016	
Provision	Powers and Functions Delegated		Delegate	Conditions and Limitations
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3)	rst complying	DOI, MCW, ME, MI	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	elo	DOI, MI	
	Road Management (Works and Infrastructure) Regulations 2015	ucture) Reg	ulations 2015	
Provision	Powers and Functions Delegated	Delegate	S	Conditions and Limitations
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	DOI, MCW, MI	Where Council is where consent gi	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act

CM.044/21	Review of Instrument of Delegation to Members of Council Staff
Attachment 2.	Marked up - S6 Instrument of Delegation to Members of Council Staff

Where Council is the coordinating road authority

DOI, MCW, MI

Power to waive whole or part of fee in certain circumstances

r 22(2)

CM.044/21Review of Instrument of Delegation to Members of Council StaffAttachment 2.Marked up - S6 Instrument of Delegation to Members of Council Staff

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Attachments - 782

### Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)



In this Instrument 'officers' means -

Renae Ahern Esmond Angeles Dimitrios Athanas Briana Barnes Gavin Crawford Amanda Cuxson Andrea de Boer Andrew Feeney Paul Fyffe Aidan Francischelli Eloise Gabriele Bea Guevara Kamal Hasanoff Jason Mayall Sarah Mayman Tyson McAdie Karen McPherson Angela Montebello Steve Natis Jamie-Louise Neilson Leigh Northwood Sarah Osborne Julie Paget Louis Polgar Mark Reynolds Katrina Ross Marianne Sparks Timothy Vickers John Wignall Lisa Zhao Rosa Zouzoulas

#### By this Instrument of Appointment and Authorisation Nillumbik Shire Council -

- under section 147(4) of the Planning and Environment Act 1987 appoints the officers to be authorised officers for the purpose of the Planning and Environment Act 1987 and the regulations made under that Act; and
- under section 313 of the Local Government Act 2020 authorises the officers either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this Instrument.

It is declared that this Instrument -

- a) comes into force immediately upon its execution;
- b) remains in force until varied or revoked.

### CM.045/21 Adoption of S11A Instrument of Appointment and Authorisation under the Planning and Environment Act 1987 Attachment 1. S11A Instrument of Appointment and Authorisation

This Instrument is made by the **Chief Executive Officer**, **Nillumbik Shire Council**, in the exercise of his authority to act on the Council's behalf, which includes the authority conferred by resolution of Council made on 25 August 2020.

Vince Lombardi Acting Chief Executive Officer Nillumbik Shire Council

Date: 23 March 2021

## Community Safety and Amenity Graffiti Removal Plan

Description of policy	Nillumbik Shire Council (Council) is committed to providing safe and healthy environments to the community.
	Strategy 3.8 of the Nillumbik Shire Council Plan 2017-2021 aims to <i>improve the appearance of public spaces</i> . Priority action 3.8.1 aims to development and implement the Graffit Removal Plan
	The Graffiti Removal plan has been developed to guide the service requirements and processes in order to achieve an effective and efficient graffiti removal program within the Shire.
Policy applies to	All employees, volunteers and contractors
Policy category	Revised Policy
Description of revision and Version Number	Version Number: 1.0

Approved by		
Approval date		
Effective date		
Date of last revision	December 2019	
Date of next review*	December 2023	

*Unless replaced, this policy will still apply beyond the review date.



# CM.046/21Tender Report - Contract 2021-8 Graffiti Removal and Management ServicesAttachment 2.Graffiti Removal Plan Policy

Related internal procedures and guidelines	Nillumbik Shire Council Procurement Policy January 2019
Related policies	Nillumbik Shire Public Art Policy 2019-2022
Related legislation, standards and guidelines	<ul> <li>Graffiti Prevention Act 2007</li> <li>Local Government Act 1989</li> <li>Crimes Act 1958 (Vic)</li> </ul>
External Stakeholders	<ul> <li>Victoria Police</li> <li>Department of Justice</li> <li>Traders Associations</li> <li>VicRoads</li> <li>Melbourne Water</li> <li>Metro</li> <li>Education Department</li> <li>Bussiness Owners</li> <li>Residents</li> <li>Successful tender</li> </ul>



#### 1. Policy Statement

Nillumbik Shire Council (Council) is committed to the effective management and removal of graffiti from public assets and spaces within the Shire.

#### 2. Purpose / Objectives

The presence of graffiti in public places can effect perceptions of cleanliness, amenity and quality and safety of the physical and built environment.

Implementation of an effective graffiti removal program will improve perceptions of safety and appearance within the Shire.

#### 3. Scope

The scope of the plan is limited to graffiti management and removal only.

Council and its contractors will be responsible for:

- Identifying and removing graffiti from public assets and spaces;
- Providing a rapid response for the removal of offensive graffiti;
- Prioritising the removal of graffiti from high visibility locations and facilities;
- Regular patrols of high visibility areas;
- Reporting graffiti to external stakeholders/agencies (private property);
- Investigate new and sustainable technologies to support graffiti removal;
- Protection of areas not requiring cleaning but application of anti graffiti coating;
- Recording of graffiti removal and protection;
- Detailed reporting to assist identification of offenders and identifying hotspots and the perpetrators of graffiti.
- Where appropriate, carrying out surveillance of graffiti hot spots in order to proactively identify graffiti offenders.

Council will continue to assist Victoria Police by providing documented instances of graffiti. This will include photographic evidence of graffiti and locations to assist with identification of graffiti offenders.

#### 4. Definitions

Reference term	Definition
Council owned assets	<ul> <li>Assets on Council land include but are not limited to:</li> <li>Council buildings including sporting facilities and associated signage</li> <li>Parks and reserves</li> <li>Public toilets</li> <li>Street furniture (benches)</li> <li>Litter bins</li> <li>Playground equipment</li> </ul>



# CM.046/21Tender Report - Contract 2021-8 Graffiti Removal and Management ServicesAttachment 2.Graffiti Removal Plan Policy

-	Footpath and bike paths
	<ul> <li>Sculptures, monuments and art works</li> </ul>
	<ul> <li>Road infrastructure including traffic signage</li> <li>Council signage</li> </ul>
Graffiti	Writing or drawings scribbled, scratched, or sprayed illicitly on a wall or other surface in a public place.
Graffiti removal methods	<ul> <li>Graffiti removal methods may include one or all of the following:</li> <li>High pressure spray</li> <li>Chemical removal</li> <li>Abrasive removal (sanding)</li> <li>Paint out / paint over</li> </ul>
High Visibility areas	High Visibility areas are locations of high public exposure, from the municipality's residents and visitors. These areas include the gateways to the main community hubs of Eltham, Diamond Creek and Hurstbridge as well as main arterial roads throughout Council's suburbs.
	The most commonly targeted areas are generally highly visible and are often centralized in and around precinct locations such as shopping strips, skate parks, laneways and transport hubs. Typically prime locations include:
	Trains and METRO property;
	Bus shelters;
	Street facing walls;
	Public toilets;
	Traffic signs;
	Statues and public art;
	Vending machines;
	Park furniture and play equipment;
	Electricity poles;
	Schools;
	Fences.
Land Managed by Government and Private Agencies	Council will work with property owners to seek the removal of graffiti from assets not in Councils ownership. Where structures abut public spaces Council may with the consent of land owners, remove graffiti. The <i>Graffit Prevention Act 2007</i> does allow Council to enter private property for the removal of graffiti under certain circumstances under Part 4, item 18 <i>Removal of graffiti from private property</i> .
Offensive graffiti	Any graffiti deemed offensive and/or obscene. This includes any marking that is defamatory or degrading about race, region, sexual preference and gender, or that releases unwarranted details relating to personal privacy.



Surfaces requiring graffiti removal and	The following surface types are typical for graffiti removal/paint out in the municipality:
or paint out	<ul> <li>Concrete – plain or coloured</li> <li>Fencing: Colour bond or timber materials</li> <li>Brick surfaces</li> <li>Cement rendered surfaces</li> <li>Power poles – galvanised, painted, timber or concrete</li> <li>Metal surfaces</li> <li>Signage – metal, timber, plastic or synthetic materials</li> <li>Surfaces comprising plastic or synthetic materials</li> <li>Road surface Materials – Council car parks and roads.</li> </ul> Note: the above list is indicative only, and not exhaustive of surfaces where graffiti removal and paint out will be required.

### 5. Graffiti identification

The prevalence of graffiti within Nillumbik continues to present an ongoing issue when maintaining safe community spaces with a high level of amenity as expected by the community.

Council utilises various tools to identify graffiti within the community in order to ensure a timely, effective and efficient graffiti removal program. The following are key to identifying graffiti to ensure its removal:

Council Staff	Many council staff are required to travel throughout the Shire in performing their duties. All staff must lodge service requests when graffiti is identified.
Councillors and Community Members	Councillors and Community Members are able to contact Council directly to report graffiti, or have access to the City Watch App or Snap, Send Solve App to register graffiti.
Council Contractors	Council utilises contractors for various activities such as cleaning Council facilities. All contractors are obliged to report graffiti to Council to have it cleaned.
Graffiti removal contractor	The graffiti removal contractor carries out regular patrols throughout the Shire to identify graffiti and remove it accordingly.



#### 6. Graffiti Removal Parameters

Council and/or its contractors will be required to work within the parameters outlined below.

#### 6.1. Graffiti removal timeframes

Council is committed to removing graffiti from public places and spaces as quickly as possible. Council will prioritise the removal of any graffiti deemed offensive and/or obscene. This includes any marking that is defamatory or degrading about race, region, sexual preference and gender, or that releases unwarranted details relating to personal privacy. Graffiti of this nature will be removed within one business day of being identified or reported to Council. If the offensive graffiti is on private property Council will quickly remove the graffiti through negotiation with the owner/occupier.

Graffiti located in areas infrastructure deemed to be high visibility (as identified in appendix 1), the graffiti will be removed within one business day.

If Council believes street art detracts from the local amenity due to its location, it will be removed within 5 business days of it been reported or identified.

Non offensive or non obscene graffiti will be removed within 5 working days of notification.

Type of graffiti	Timeframe	
Offensive	Within 1 working day	
In high profile areas	Within 1 working day	
All other reported graffiti	Within 5 days	
Identified in annual audit	As advised by Council within budget constraints	

#### 6.2. Graffiti removal methods

Graffiti can present in multiple forms on a wide variety of surfaces. Methods for the removal of graffiti must ensure the best outcome for each site, minimising permanent damage to the substrate and ensure minimal environmental impacts. Methods can include:

- High pressure water spray
- Chemical removal using cleaning solutions
- Abrasive removal by way of sanding or sand blasting
- Paint out / paint over with colour matching to the existing substrate

Graffiti removal activities must aim to minimize any environmental impact, with water runoff being recaptured wherever possible, and biodegradable chemicals used in order to minimise harm to waterways.



Wherever possible, painting out or painting over graffiti should be a method of last resort, with cleaning graffiti being the preferred method. Where painting out is utilised, every effort should be made to colour match the paint being used.

#### 6.3. Patrol of high visibility areas

A rostered approach will be incorporated for the following

- A dedicated proactive patrol service is to be multiple times each week including areas identified as urgent.
- · Patrols will also be required on days prior and post Public Holidays.
- Provide regular patrols of walk bridges, bicycle paths, sporting grounds including fences.
- School crossings (45) will be audited prior to the commencement of each school term.
- Event facilities prior to any major Council or Community festival including:
  - o Nillumbik Pet Expo
  - o Rotary Eltham Festival
  - o Hurstbridge Wattle Festival
  - o Diamond Creek Rotary Fair
  - o Panton Hill on the Hill
  - o Eltham Jazz, Food and Wine festival

#### 6.4. Recording of service delivery

Councils Customer Request System will be utilised to record all reported and cleaned graffiti.

Service Requests received through City Watch and/or Snap, Send and Solve will be actioned in accordance with the timeframes identified above.

All graffiti identified and cleaned as a result of proactive patrols by staff/contractors will be recorded in a graffiti database and details provided to Council.

At a minimum, the graffiti database will be capable of registering the following information about each graffiti occurrence:

- Location suburb and street address
- Building/structure type
- Surface type
- Name of affected business (if relevant)
- Date graffiti reported
- Date graffiti removed



- · Photos, before and after graffiti removal
- Type of graffiti
- Tag identification
- Treatment used to remove graffiti

Data in the graffiti register can be supplied to Victoria Police for evidence in prosecutions of offenders.

#### 6.5. Service Delivery Performance Measurements

Deliverable	Measurement	Target
Removal of Graffiti – Response to requests	Meets Councils timeline requirements	>90%
Reduction in outstanding service requests	Percentage reduction measured monthly	<5%
Before & After Photos of graffiti removal	Provided	100%
Weekly Report to Council	Provided on-time	100%
Reduction in costs over term of contract	Innovation and Technology that reduces associated costs	>15%
Compliance with OHS and safe work practices	Percentage jobs completed with no reported incidents	100%

Data captured through the graffiti removal program will support the development of, and planning for further mitigation activities and programs. The regular review of data will also allow for reallocation of resources if deemed appropriate and within operational capacity.

#### 6.6. Private property (Commercial and Residential)

Council and/or its contractors will work with property owners to ensure the removal of graffiti from assets where it can be viewed from the public domain. Graffiti will only be removed with the consent of the owners.

This includes, but is not limited to:

- Residential homes with rear access from laneways;
- boundary fences;
- Commercial premises;
- Industrial premises and perimeter fences;
- Private Schools and perimeter fences;
- METRO property;
- Service infrastructure (water, electricity etc);



Australia Post property.

Business owners are encouraged to utilise the Department of Justice website (<u>https://www.crimeprevention.vic.gov.au/resources/graffiti-in-victoria</u>) for further information on options for assistance.

#### 6.7. Public Assets

Council will work closely with other government authorities to prioritise the removal of graffiti from public infrastructure. Key organisation's include:

PROPERTY	ORGANISATION	
Major roads, traffic lights, signal boxes, some road signs	VicRoads	
Public transport (train stations trams & buses) and rail corridor	Public Transport Victoria	
Glass bus shelters	Adshel	
Australia Post mail boxes	Australia Post	
Telephone boxes and phone booths	Telstra	
Water utilities	Yarra Valley Water, Melbourne Water	
Electricity poles, electricity supply units	SP Ausnet	
Public Schools	Department of education	

All of the agencies listed above have graffiti removal programs in place, and Council actively engages with each authority to prioritise the removal of graffiti. In the event that graffiti is reported by community members on these assets, Council will work with all agencies to ensure the efficient removal of graffiti.

#### 7. Monitoring/Auditing of Graffiti removal

Efficacy of graffiti management will be monitored by Council. Regular reporting by Council and its contractors will include the following information.

- Location of graffiti
- Square metres of graffiti
- Council's Service Request Number for incident.
- Status of graffiti
- Photographs

In addition an annual audit and report will be completed in July of each year to identify all outstanding graffiti within municipality.

Report is to be provided to Council including the following;

- Commentary on the 'Year that was' with supporting comparative results
- Analysis of graffiti activities throughout the shire locations



- Analysis of the offenders activities based on tagging identification and approximated costs to Council to remove graffiti by identified offender
- Report on offenders identified by tagging analysis and any resulting arrests and prosecutions
- Total square metres of graffiti in each suburb;
- Number of incidents;
- · Graffiti in the following categories; High visibility, Medium visibility and low visibility; and
- Amount of graffiti on stakeholder infrastructure.



#### Appendix 1

#### **High Visibility Locations**

Throughout Nillumbik Shire the following high visibility precincts are proactively monitored. All ownership and asset types are treated within these precincts. This list varies periodically due to the offender climate at the time.

#### ELTHAM:

- Along Main Road, Eltham from the Eltham Gateway to Research shops.
- Eltham Town Square and precinct including Woolworths carpark/lift
- Library Place, Senior citizens, St Laurence Lane
- Bible Street and adjacent through roads to Main road
- Bike trail from Susan street oval to Eltham Central Park (Including Bridge st bridge)
- Pedestrian bridge, Homestead Road.
- Railway Pde, Railway Road
- Brisbane Street/Silver street commercial precincts
- · Sherbourne rd rail bridge and surrounds
- Beard Street
- Wattletree Road Main Rd to Ryans Rd
- Karingal Drive Signs, poles, fences through to Weidlich Road
- Allendale Rd to Rail crossing
- Skate park located at Susan Street and BMX track at Pitt Street

#### **ELTHAM NORTH:**

- Eltham North Adventure Playground
- Soccer Stadium fences on Wattletree Road
- Wattletree Rd from Main Rd to Ryans road
- · Ryans Road from Progress Rd to Allendale Rd
- Wattletree Rd bridge

#### DIAMOND CREEK:

- Diamond Creek Road from Civic Drive roundabout to Diamond Creek Secondary College, via the Windy Mile and Chute Streets.
- Parkland / Walkway and under bridge in Gipson Street (Through to Rivergum Close)
- Aquaduct Road walkway and fences
- Retail precinct along Waigo Way Carpark (behind IGA)
- Broadgully Road from Main to BlackGully
- Diamond Creek Trail throughout the township boundary
- Fyffe Street precinct



### CM.046/21 Tender Report - Contract 2021-8 Graffiti Removal and Management Services Attachment 2. Graffiti Removal Plan Policy

- Diamond Street to Watkins Street and included reserves Diamond, Challenger, Linear, Campbell.
- Diamond Creek Regional Playspace and surrounding facilities
- · Marngrook Oval through to Bowls club, dog park and tram café
- Elizabeth Street to Gipson Street
- Heidelberg-Kinglake Road through to WattleGlen

#### WATTLEGLEN:

- Peppers Paddock Reserve parkland
- Heidelberg Kinglake Rd to Hurstbridge

#### HURSBRIDGE:

- 2 x Skate Parks Main Road
- Ferguson Paddock Reserve and surrounds through to skate park
- Monash Bridge
- Ben Frilay oval and surrounds (Graysharps Road)
- "The Hub" complex and Stadium 50 Graysharps Road
- Trail from High Oval through wetlands to Ben Frilay Oval

#### **GREENSBOROUGH:**

- Diamond Hills Reserve and fenceline
- Plenty River Drive assets
- Booyan Cres Bridge
- Diamond Creek Road from Civic Drive Rnd About through to Diamond Creek

#### RESEARCH

- Research Park precinct including tennis and scout hall
- Assets along Route 44 to Eltham College. (Poles, signage, bus stops)
- Retail precinct and surrounds
- · Ingrams Rd from Roundabout about to Margaret Street

#### **TOILET FACILITIES:**

- ELTHAM: Eltham North Adventure Playground, Eltham Lower Park, Alastair Knox Park, Eltham Town Square
- Diamond Creek: IGA shopping Centre near Waigo Way, Chute Street and Diamond Street, Campbell st reserve, Elizabeth Street (Skate Park)
- Wattle Glen: Peppers Paddock on Kangaroo Ground- Wattle Glen Road
- Hurstbridge: Fergusons Paddock off Arthurs Creek Road
- · Research: Research Park and Retail precinct toilets

Note: Appendix updated 7/10/2020



### Nillumbik Youth Council

Terms of Reference

#### Classification:

Advisory Committee of Council

#### Purpose:

- To provide a formal platform for young people to have their say on issues, needs and aspirations important to them and relevant to Nillumbik.
- To inform the development of Council strategies, policies and projects.
- To lead the planning, development and evaluation of the Nillumbik Youth Strategy and Action Plan.
- To lead projects, events and activities that aim to support, empower and improve the lives of young people in Nillumbik.
- To build confidence, skills and knowledge in young people including leadership, community, team work and project management skills.
- To educate young people about local government and its role in shaping the community.

#### Objectives:

The Nillumbik Youth Council will consist of up to fifteen (15) young people aged 15-25 years of age who are passionate about being involved in their community and representing the diverse views, ideas and needs of young people in the Nillumbik area.

The Nillumbik Youth Council will:

- Act as an Advisory Committee to Council, advocating for opportunities, barriers and/or issues impacting on young people in Nillumbik.
- · Provide advice to Council on how to best meet local youth needs.
- Develop local initiatives and projects for young people.

The Nillumbik Youth Council will be responsible for the planning, development and evaluation of the Nillumbik Youth Strategy and Action Plan. The Plan will set out the priorities and actions for young people to lead, with the support of Council, across their twoyear term.

#### Membership and chairperson

Membership will consist of:

- One Councillor appointed by Council.
- Up to 15 Youth Councillors aged between 15-25 years of age, who live, work, volunteer, study or play in Nillumbik selected through an expression of interest process.
- Youth Councillors should represent the diverse and varied needs of the youth community in Nillumbik including but not limited to living in rural Nillumbik, LGBTIQA+, Aboriginal or Torres Strait Islander, People with a Disability and Culturally and Linguistically Diverse communities.
- The Youth Mayor or Deputy Youth Mayor will chair meetings with support from the appointed Councillor.
- Meetings will be attended and supported by the Manager, Community Partnerships or delegate and Team Leader Youth Development.

### Co-opted members

- The Youth Council may invite suitable people to join in an advisory capacity, for a specified purpose and for a specified period of time.
- Where appropriate, working groups and sub-committees may be established to
  provide an opportunity for members to work collaboratively on specific projects,
  issues or areas. Membership of the working groups will be open to members and
  non-members. A working group or sub-committee member will be nominated to
  provide feedback at meetings.

#### Term of appointment

- Youth Councillors will be appointed for a two year term, however all Youth Councillors reserve the right to reconsider their role on Youth Council each financial year according to work, study or personal commitments.
- Should a member wish to resign prior to their term of appointment finishing, written notification (via email and/or mail) must be given to the Council Officer of their intent
- Where a member resigns before the end of their term a replacement committee member may be appointed by a Council Officer.
- The Youth Mayor will be elected by a majority of the Youth Council and will stand for a period not exceeding one (1) year. The Youth Mayor is responsible for chairing the Advisory Meetings of Youth Council with support of the appointed Councillor.
- The Deputy Youth Mayor will be elected by a majority of the Youth Council and will stand for a period not exceeding one (1) year. The Deputy Youth Mayor will chair the meetings when the Youth Mayor is unavailable.
- Should a member wish to resign prior to their term of appointment finishing, written notification must be sent to the Council officer with 14 days' notice.
- A member's term of appointment may cease if they fail to attend regular meetings without notice or fail to meet their obligations as a Youth Council member.

#### Payment

Youth Councillors will be reimbursed for their time and out of pocket expenses through a payment of \$500 per year, paid in four instalments of \$125 per quarter and only when 80% attendance is met throughout the year.

#### Member responsibilities

In order to fulfil the Committee's objectives, members are expected to:

- Using a collaborative approach, develop and prioritise the strategic goals and objectives for young people in Nillumbik.
- Actively participate in meetings, activities, events and professional development opportunities as required.
- Lead the planning and development of the two year Youth Strategy and Action Plan.
- Lead and support the implementation of actions as identified within the Action Plan.
- Advocate for the diverse range of needs of young people in their local communities.
- Provide advice on matters presented to the Youth Council.

#### Member requirements

- Youth Council members over the age of 18 will be required to provide a valid Working with Children's Check.
- Youth Council members are recognised as volunteers of Council and will be required to undertake induction as a volunteer of Nillumbik Shire Council. As volunteers of Council, all members will be expected to operate in accordance with all volunteer requirements.
- Actively engage with other young people in Nillumbik to inform decisionmaking with a particular focus on engaging with those who are too young to have representation on the committee.

#### Quorum

Decisions can only take place with a quorum defined as the majority of the total number of advisory committee members.

#### Meeting frequency

- Formal Youth Advisory Committee Meetings for the Youth Council will be held bimonthly in Council Chambers on a Monday between 4pm – 6pm.
- On commencement of the two year term, the Youth Council members will be required to attend all induction and training meetings as scheduled by the Youth Development Team.
- The Youth Council members will meet informally on a fortnightly basis to support the planning, development, implementation and evaluation of Council's Youth Strategy and Action Plan.
- Additional hours involving evening, weekends and school holidays may be required at various stages.
- Youth Council may at times attend and present at Ordinary and Future Nillumbik Council Meetings.

#### Management of the group

The Team Leader of Youth Development or representative will be responsible for:

- Convening the Youth Council meetings, organising a meeting venue and providing refreshments.
- Attend and facilitate all meetings.
- · Prepare and distribute the agenda and meeting minutes.
- Support the Youth Council to complete their set tasks.
- Support the Youth Mayor and Deputy Youth Mayor to meet the requirements of their position.

#### Reporting procedure

- The Committee is an Advisory Group that is established by Council, as defined in section 3 of the Local Government Act 1989, and provides advice to Council's special committee or Council officers with decision making authority.
- Minutes of the meetings are presented to Council for information at the next scheduled Council Meeting.
- Where formal advice provided by the Committee cannot be acted on with the delegated power of Council officers, it must be referred to Council for formal resolution before being acted on.

#### Public Statements

Members of the Committee may not make public statements on behalf of Council without prior approval of the Executive Manager of Community Services.

#### References

- Community Vision
- Nillumbik Council Plan
- Nillumbik Health and Wellbeing Plan
- Climate Change Action Plan
- Green Wedge Action Plan

## Contact details of group

Katie Camilleri, Team Leader Youth Development 9433 3145

### Approval date

December 2020

Next review date

December 2022

	Title:	Positive Ageing Advisory Committee
MEETING DETAILS:	Date:	Friday 12 February 2021
	Location:	Hurstbridge Community Hub
	Councillors:	Cr Frances Eyre, Cr Karen Egan
	Council Staff:	Fiona Vuong, Rebecca Burton, Narelle Hart, Annie Lee
	Other:	Members of the community:
		- Richard Kottek
		- Philip Green
		- Ray Carroll
PRESENT:		- David Nicholls
		- Pamela Johnson
		- Sabi Buehler
		- Anne Fitzpatrick
		- Janice Crosswhite
		- Jan Taylor
		- Max Lee
		- Sue Riley
		- Joy Ferguson
APOLOGIES:		

### The Meeting commenced at 12:05pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS	
1	Priorities in Ageing Weill in Nillumbik Action plan	No disclosures made	
2 Our people our place our future consultation		No disclosures made	



2	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS	
3	Roundtable discussion	No disclosures made	
4	Pandemic recovery workshop update	No disclosures made	
5	Meeting close	No disclosures made	

## The Meeting concluded at 2:15pm

RECORD	Officer Name:	Fiona Vuong
COMPLETED BY:	Officer Title:	Positive Ageing Officer

MEETING DETAILS:	Title:	Arts and Cultural Advisory Committee	
	Date:	Monday 15 February 2021	
	Location:	Zoom Meeting	
PRESENT:	Councillors:	Cr Karen Egan, Cr Richard Stockman	
	Council Staff:	Corrienne Nichols, Simon Doyle, Sarah Hammond	
	Other:	Members of the Arts and Cultural Advisory Committee Leanne Ipsen, Brian Gilkes, Pat Reynolds, Emma Roussel, Tessa Christie, Thomas McEvoy, Ona Henderson, Syd Tunn, Rebecca Davies, Alli Spoor	
APOLOGIES:		Cr Natalie Duffy, Cr Frances Eyre, Cr Richard Stockman, Bianca Lord, Emily Wubben, Ange Stock,	

#### The Meeting commenced at 7:00pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS	
1	Matters Arising from previous minutes: Eltham Library Community Gallery Program Update Digital Nillumbik Heritage Guide Nillumbik Prize for Contemporary Art 2021 Art in the Time of COVID-19 Exhibition 2021	No disclosures were made	
2	Introduction to Ange Stock, Arts Recovery Officer	No disclosures were made	
3	Art Collection: Acquisitions Update Exhibition at Civic Centre	No disclosures were made	
4	2022-26 Arts & Cultural Strategy: Community Engagement Plan Project Reference Group	No disclosures were made	



# CM.049/21Informal Meetings of Councillors Records - 23 March 2021Attachment 1.Informal Meeting of Councillors Record - 23 March 2021

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
5	EOI ACAC Members 2021-23	No disclosures were made
6	Other Business	No disclosures were made

## The Meeting concluded at 8:34pm

RECORD		Sarah Hammond Community Arts & Cultural Engagement Officer
COMPLETED BY:	Officer fitte:	Community Arts & Cultural Engagement Officer

	Title:	Councillor Briefing – conducted virtually
MEETING DETAILS:	Date:	Tuesday 16 February 2021
	Location:	Virtual meeting
	Councillors:	Cr Peter Perkins, Cr Frances Eyre, Cr Natalie Duffy, Cr Karen Egan, Cr Natalie Duffy, Cr Geoff Paine Cr Ben Ramcharan and Cr Richard Stockman
	Council Staff:	Carl Cowie, Blaga Naumoski, Rosa Zouzoulas, Jeremy Livingston, Vince Lombardi, Corrinne Nichols, Hjalmar Philipp
PRESENT:		Nichole Johnson, Jonathan McNally, Shannon Maynard, Joseph Emmanuel, Heather Holt, Simon Doyle, Richard Holt, Leigh Northwood, Andrew Feeney, Melika Sukunda, Enrique Gutierrez, Heath Gillett, Lisa Pittle
	Other:	Allan Bawden – Chair and Facilitator of the CEO Employment Matters Committee
APOLOGIES:		

	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
1	CEO Employment Matters Committee - Confidential	No disclosures were made No officers were present for this item
2	Arts & Cultural Development	No disclosures were made
3	Planning Scheme Amendment C133	No disclosures were made
4	Kangaroo Ground War Memorial Park Master Plan Project Update	No disclosures were made
5	Budget 2021-2022 - Major Initiatives	No disclosures were made
6	GSF and SRV major grants	No disclosures were made
7	Waste Management Update	No disclosures were made



	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
8	Climate Action Plan Development - Community Consultation Report	No disclosures were made

## The Meeting concluded at 11.19pm

RECORD COMPLETED BY:	Officer Name: Officer Title:	Blaga Naumoski Executive Manager Governance, Communications and Engagement
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MEETING DETAILS:	Title:	Environment & Sustainability Advisory Committee (ESAC)	
	Date:	Wednesday 17 February 2021	
	Location:	Zoom	
PRESENT:	Councillors:	Cr Karen Egan; Cr Ben Ramcharan and Cr Geoff Paine (arrived 7.40pm)	
	Council Staff:	Lisa Pittle, Kirsten Reedy, Leigh Northwood, Bea Guevara, Stephanie Orive, Ian Culbard	
	Other:	ESAC Committee Members: Alan Thatcher, Liz Parsons, Narelle Campbelle, Lauren Poulton, Andrew Robinson, David Turner, John Brennan	
APOLOGIES:		Cr Frances Eyre and Cr Natalie Duffy	

#### The Meeting commenced at 7pm

MATTERS CONSIDERED DISCI		ISCLOSURES AND COMMENTS	
1	Our People, Our Pla	ce, Our Future consultation process	No disclosures were made
2	Green Wedge Management Plan implementation update		No disclosures were made
3	Urban Canopy		No disclosures were made
4	Waste transition plan update		No disclosures were made
5	Review of Land Management Incentive Program		No disclosures were made
6	Climate Action Plan development update		No disclosures were made

### The Meeting concluded at 9.20pm

RECORD COMPLETED BY:	Officer Name: Officer Title:	Kirsten Reedy
		Coordinator Environment



	Title:	Panton Hill Bushland Reserve System User Group – Advisory Committee (continuation of June 18 Meeting)	
MEETING DETAILS:	Date:	Thursday 18 February 2021	
	Location:	Zoom	
	Councillors:	Cr Frances Eyres	
PRESENT:	Council Staff:	Lisa Pittle, Brad Tadday, Blake Hunton	
	Other:	Panton Hill Bushland Reserve System User Group members	
APOLOGIES:		Cr Duffy	

The Meeting commenced at 7:00pm

		MATTERS CONSIDERED	DISCLOSURES AND COMMENTS	
1	Ter	rms of Reference – review June 2021	No disclosures were made	
2	Wo	orks update and planned works:		
	a.	Annual reserve management program		
	b.	Revegetation – Wimbi & Gawa		
	c.	Community events and programs – Walking, Talking, Listening, Learning. Friends of Bunjil. Junior Landcare. Volunteers		
	d.	Trail works – surface upgrade and repairs	No disclosures were made	
	e.	Rubbish removal - Bulwidj		
	f.	Threatened orchid management and reintroduction		
	g.	Threatened fauna monitoring and management – Brush-tailed Phascogale, Southern Toadlet, Powerful Owl.		



	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
3	Interpretation Design Plan Implementation – Wurundjeri Artists Mandy Nicholson engaged as potential 'lead artist'.	No disclosures were made
4	Action planning for 2021 – Rubbish clean-up Bulwidj, Planting, Trail works. Orchid walk.	No disclosures were made
5	Other business discussed – timing of Wurundjeri cool burn in Bunjil Reserve	No disclosures were made

### The Meeting concluded at 8:50pm

RECORD	Officer Name:	Brad Tadday
COMPLETED BY:	Officer Title:	Team Leader Environmental Works

Title:		Council Meeting Pre-Meet
MEETING DETAILS:	Date:	Tuesday 23 February 2021
Location:		Virtual meeting
	Councillors:	Cr Peter Perkins, Cr Frances Eyre, Cr Natalie Duffy, Cr Karen Egan, Cr Geoff Paine Cr Ben Ramcharan and Cr Richard Stockman
		Carl Cowrie; Vince Lombardi, Hjalmar Philipp, Blaga Naumoski, Rosa Zouzoulas, Jeremy Livingston, Corrienne Nichols
	Other:	
APOLOGIES:		Cr Natalie Duffy

### The Meeting commenced at 5:00pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS	
1	Council Meeting Pre-Meet	CM026/21 – Rockcliffe Street Special Charge Scheme – Declaration Cr Ramcharan declared a material conflict of interest in this Item because a resident subject to the special charge made a significant donation to his campaign. Cr Ramcharan was not present for during the discussion on this item Cr Ramcharan.	

The Meeting concluded at 6.30pm

RECORD Officer Name: COMPLETED BY: Officer Title:	Blaga Naumoski Executive Manager Governance, Communications and Engagement
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	Title:	Living & Learning Nillumbik Advisory Committee	
MEETING DETAILS:	Date:	Wednesday 24 February 2021	
	Location:	Remote via MSTeams	
	Councillors:	Cr Geoff Paine	
PRESENT:	Council Staff:	Cobie Vermeulen, Vanessa Veldman, Natalie Bucknell, Allira Haeusler	
	Other:	Members of Living & Learning Nillumbik Advisory Committee Robyn Meikle; Deanna Finn; Pam Miranda; Pamela Johnson; and Anthony Herrett	
APOLOGIES:		None	

### The Meeting commenced at 7pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS	
1	L&LN Update: General	No disclosures were made	
2	Neighbourhood House Update: Eltham	No disclosures were made	
3	Neighbourhood House Update: Diamond Creek	No disclosures were made	
4	Neighbourhood House Update: Panton Hill	No disclosures were made	
5	RTO Update	No disclosures were made	
6	Committee discussions: - Terms of Reference - Recruitment of Committee members - Commmunity consultations	No disclosures were made	



MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
7	New items - Health & Wellbeing plan: Consultation process	No disclosures were made

## The Meeting concluded at 8:35pm

RECORD COMPLETED BY:	Officer Name: Officer Title:	Cobie Vermeulen Coordinator Living & Learning Nillumbik
	Officer Title:	Coordinator Living & Learning Nillumbik

	Title:	Councillor Briefing – conducted virtually	
MEETING DETAILS:	Date:	Tuesday 2 March 2021	
	Location:	Virtual meeting	
	Councillors:	Cr Peter Perkins, Cr Frances Eyre, Cr Karen Egan, Cr Geoff Paine Cr Ben Ramcharan and Cr Richard Stockman, Cr Natalie Duffy	
PRESENT:	Council Staff:	Carl Cowie, Blaga Naumoski, Rosa Zouzoulas, Jeremy Livingston, Vince Lombardi, Corrinne Nichols, Hjalmar Philipp, Ayman Williams, Joseph Emmanuel, Paul Fyffe, Lisa Pittle, Kirsten Reedy, Narelle Hart, Craig King, Leigh Northwood, Bea Guevara, Melika Sukunda	
		Allan Bawden – Chair and Facilitator of the CEO Employment Matters Committee	
	Other:	LXRA: Scott Nicholls, Maurine Clifford, Adam Maguire, Trinity O'Rourke and Andrew Brenchley	
		Metropolis: Dale Hubner	
APOLOGIES:			

	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
1.	CEO Employment Matters Committee - Confidential	No disclosures were made No officers were present for this item except CEO Carl Cowie.
2.	Receive an update from the Level Crossings Removal Authority on the State Government's Hurstbridge Line Upgrade Project – Stage 2	No disclosures were made
3.	Climate Action Plan: external consultation and plan development	No disclosures were made
4.	Nillumbik Customer First Strategy - Annual Review and Update	No disclosures were made
5.	Amendment C126 Rezoning of Bridge and John Street to Public Park and Recreation Zone	No disclosures were made
6.	Nillumbik Shire Submission to 10 Year Social and Affordable Housing Strategy	No disclosures were made



MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
7.	2021-2022 Draft Operating Budget	No disclosures were made
8.	Councillor Gift Policy	No disclosures were made
9.	National General Assembly of Local Government 2021 - Calls for Motions	No disclosures were made

## The Meeting concluded at 11.08pm

RECORD COMPLETED BY:	Officer Name: Officer Title:	Blaga Naumoski Executive Manager Governance, Communications and Engagement
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MEETING DETAILS:	Title:	Positive Ageing Advisory Committee
	Date:	5 March 2021
	Location:	Hurstbridge Community Hub
PRESENT:	Councillors:	Cr Frances Eyre
	Council Staff:	Fiona Vuong, Iwona Trickett, Narelle Hart (virtual), Annie Lee, Michelle Welsby, Olivia Conroy, Aimee Cattrell
	Other:	Gertraud McDonald, David Nichols, Philip Green, Ray Carroll, Sabi Buehler, Tianjian Shen, Jan Taylor, Janice Crosswhite, Deanna Finn, Pamela Johnson, Richard Kottek, Max Lee, Sandra Verdam, Sue Riley
APOLOGIES:		Cr Karen Egan

#### The Meeting commenced at 12:05pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS	
1	Community Information Hub	No disclosures were made	
2	Priorities	No disclosures were made	
3	Our People Our Place Our Future	No disclosures were made	
4			
5			

## The Meeting concluded at 2:15pm

RECORD	Officer Name:	Fiona Vuong
COMPLETED BY:	Officer Title:	Positive Ageing Officer



	Title:	Future Nillumbik Committee Meeting Pre-Meet
MEETING DETAILS:	Date:	Tuesday 9 March 2021
	Location:	Council Chamber, Civic Centre
	Councillors:	Cr Peter Perkins, Cr Frances Eyre, Cr Natalie Duffy, Cr Karen Egan, Cr Geoff Paine Cr Ben Ramcharan, Cr Richard Stockman and Cr Natalie Duffy
PRESENT:	Council Staff:	Vince Lombardi, Hjalmar Philipp, Blaga Naumoski, Rosa Zouzoulas, Jeremy Livingston, Corrienne Nichols Simon Doyle, Joseph Emmanuel
	Other:	
APOLOGIES:		Carl Cowie

The Meeting co	ommenced a	t 5.01pm
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	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS	
1	Pre Meet to the Future Nillumbik Committee Meeting	No disclosures were made	

#### The Meeting concluded at 5.50pm

RECORD COMPLETED BY:	officer nume.	Blaga Naumoski Executive Manager Governance, Communications and Engagement
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