

MANNINGHAM

Ordinary Meeting of the Council

MINUTES

Date:	Tuesday, 23 April 2019
Time:	7:00pm
Location:	Council Chamber, Civic Centre 699 Doncaster Road, Doncaster

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**MANNINGHAM CITY COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL
HELD ON 23 APRIL 2019 AT 7:00PM
IN COUNCIL CHAMBER, CIVIC CENTRE
699 DONCASTER ROAD, DONCASTER**

The meeting commenced at 7:00pm.

PRESENT: Councillor Paula Piccinini (Mayor)
Councillor Anna Chen (Deputy Mayor)
Councillor Mike Zafiroopoulos
Councillor Andrew Conlon
Councillor Geoff Gough
Councillor Dot Haynes
Councillor Paul McLeish
Councillor Michelle Kleinert
Councillor Sophy Galbally

OFFICERS PRESENT: Chief Executive Officer, Mr Andrew Day
Director City Planning & Community, Mr Angelo Kourambas
Director Shared Services, Mr Philip Lee
Director City Services, Mr Leigh Harrison
Governance Consultant Mr Rod McKail
Group Manager Approvals and Compliance Niall Sheehy

1 OPENING PRAYER AND STATEMENTS OF ACKNOWLEDGEMENT

The Mayor read the Opening Prayer & Statements of Acknowledgement.

2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

There were no apologies.

3 PRIOR NOTIFICATION OF CONFLICT OF INTEREST

The Chairperson asked if there were any written disclosures of a conflict of interest submitted prior to the meeting and invited Councillors to disclose any conflict of interest in any item listed on the Council Agenda.

There were no disclosures made.

4 CONFIRMATION OF MINUTES

COUNCIL RESOLUTION

MOVED: CR ANDREW CONLON
SECONDED: CR ANNA CHEN

That the Minutes of the Ordinary Meeting of Council held on 26 March 2019 be confirmed.

CARRIED

5 PRESENTATIONS

5.1 Anzac Day

The Mayor took a moment to acknowledge one of the most significant days in our national calendar, Anzac Day.

Anzac Day is an opportunity to collectively give thanks to all current and former members of the defence forces – the brave men and women who serve our country on a daily basis. The losses and sacrifices of their families were also acknowledged.

The Mayor advised there will be a number of services around Manningham on Anzac Day including:

- Doncaster RSL – Dawn Service at 6am
- Templestowe RSL – March commencing at 8:20am followed by the Anzac Day Service at 8.30am
- Warrandyte RSL – March commencing at 10:30am followed by the Anzac Day Service at 10.45am.

The meeting paused for a minute's silence to remember the sacrifice of those who serve this country.

5.2 Passing of Penny Meehan

The Mayor noted the recent passing of Manningham's Revenue Officer, Penny Meehan. Ms Meehan served in our Revenue Services team from 2017 to 2019. The Mayor extended Council's deepest sympathies to Ms Meehan's family during this difficult time.

6 PETITIONS

6.1 Online Petition – Stop Hoon Drivers in Ayr St, Doncaster (Koonung Ward)

COUNCIL RESOLUTION

MOVED: CR ANNA CHEN
SECONDED: CR MIKE ZAFIROPOULOS

That the online Petition with 121 signatories from residents of Manningham and people from various locations across Australia and around the world, calling on Council to introduce permanent safety measures on Ayr St, Doncaster, be received and referred through to the appropriate Officer for consideration.

CARRIED

7 PUBLIC QUESTION TIME

7.1 Ms G Dimopoulos. Doncaster

- Q1 What progress has been made by Manningham Council City Services and City Planning and Community in their investigation into infrastructure changes and road safety measures on Ayr Street, Doncaster, to deter hoon drivers (as per the referral by Deputy Mayor Chen on 17 April 2019)?
- Q2 Given that this is not the first time that concerns have been raised by residents of Ayr Street about hoon drivers and speeding, and in light of the petition on this issue which now has in excess of 115 signatures (provided to Mayor and Koonung Ward Councillors on 22 April 2019), will a person or animal need to be seriously injured or killed in order for Manningham City Council to take action?

Mr Leigh Harrison, Director City Services noted that this had been brought to his attention and acknowledged correspondence in regards to this matter had been received within the past fortnight.

Mr Harrison acknowledged that clearly from the images presented there is a problem and City Services will be undertaking a full review. In terms of what measures have been taken in the past two weeks, Council officers have approached Victoria Police to discuss the possibility of placing surveillance cameras in Ayr Street.

Mr Harrison advised that this was an ongoing discussion action and that Council will be looking to actively resolve this issue.

7.2 Mr T J Lim, Donvale

Some months ago, I went to your office at Doncaster and asked for feedback as to whether the extension building work carried out by my neighbour has had approval from the Council. I was told to put it in writing where I did there and then. Some months had passed and I have had no response whatsoever. I then proceeded to ask the same question on the Council web page and there were no answers too. I then emailed the secretary of the Council and had a response to the effect this matter is forwarded to the relevant staff. There still is no response. I then requested to know whether I can attend a council meeting to which a response came to advise when the meeting will take place. I rang up to find out if I attend, whether I can ask any question at the meeting to which I was told I need to put it in writing and submit it and deposit in the box before the meeting commences. Can you find out why and what is going on for such a treatment which matter to me?

Mr Angelo Kourambas, Director City Planning and Community thanked Mr Lim for his question and apologised for the delay in council officers responding to his query. The service unit has looked into the complaint that was made by Mr Lim on 25 January 2019 and council officers have inspected the property on 31 January 2019.

Since then, council officers from building services have been actively working with the property owners regarding a number of building matters which are ongoing. Once again Mr Kourambas apologised for Council not responding to Mr Lim's enquiry in a shorter time frame, a response via email correspondence was sent however on the 3rd April 2019 and if Mr Lim had not received this email, Mr Kourambas was more than happy to resend.

7.3 Mr D Kilmartin, Donvale

- Q1 The Council applied for a Federal Government Grant for the upgrade of lighting of the athletics track and also identified the need for an upgrade in the 2012 Management Plan of Rieschiecks Reserve. Why would they ask for the Federal Government funding and then not include the Council co-funding in the same year budget?

Mr Leigh Harrison, Director City Services advised that there has been a misunderstanding, Council had placed an application in for funding to go towards the upgrade of the pavilion which is a shared used pavilion between several clubs and for the lighting on the Rieschiecks Reserve not on the athletics facility. Council acknowledges that in the Management Plan it is mentioned of the upgrade of lighting on the athletics field and in 2016 council did upgrade the lamps as a first step. The Reserve was seen as a higher priority as the lighting there is inadequate. There has been a misunderstanding and Council is very grateful for the Federal Government coming forward with \$125,000, however, as Council did not originally apply for the \$125,000 for the upgrade of lighting at the athletics track, it now needs to consider it within the context of the budget process.

Discussion continued between Councillors, council officers and Mr Kilmartin in regards to this matter. During these discussions it was noted that this is the draft budget that is subject to public exhibition and that any submissions received would be considered by Council at the June Meeting prior to the final budget being adopted.

8 ADMISSION OF URGENT BUSINESS

8.1 Notice of Motion by Cr Paul McLeish (NOM No. 1/2019)

COUNCIL RESOLUTION

MOVED: CR PAUL MCLEISH
SECONDED: CR SOPHY GALBALLY

That Council admits for consideration the following urgent business, at item 14 of this meeting:-

- **Notice of Motion by Cr Paul McLeish (NOM No. 1/2019)**

CARRIED

9 PLANNING PERMIT APPLICATIONS

9.1 Application PLA18/0095 (to Amend Planning Permit PL12/022747) at 659 Doncaster Road, Doncaster, to include a Residential Hotel within Stage 1 of the proposed development and make alterations to the apartment buildings in Stage 2

File Number:	IN18/576
Responsible Director:	Director City Planning and Community
Applicant:	SJB, on behalf of Bunnings Group Limited
Planning Controls:	Activity Centre Zone (Schedule 1 – Doncaster Hill), Parking Overlay (Schedule 1 – Doncaster Hill), Development Contributions Overlay (Schedule 1 – Doncaster Hill)
Ward:	Koonung
Attachments:	<ol style="list-style-type: none">1 Planning Permit PL12/022747 (issued 11 October 2016) ↓2 Legislative Requirements ↓3 Decision Plans (extract) ↓

EXECUTIVE SUMMARY

Purpose

1. This report provides Council with an assessment of an Amended Planning Permit Application submitted for the Bunnings site - permit (PL12/022747) at 659 Doncaster Road, Doncaster. The report recommends approval of the amended proposal, subject to plan changes required by permit conditions.

Proposal

2. The primary purpose of the Amended Planning Permit Application is to facilitate the construction of a 190 room residential hotel (Mercure) within Stage 1 above the proposed Bunnings store (where previously 99 apartments were approved in a tower complex), modifications to car parking layout and new/revised signage.
3. Design modifications to the plans are also proposed to the apartment building in Stage 2. Stage 2 apartments have been further refined to provide for improved internal amenity, resulting in a reduction of a further 5 apartments from 165 to 160. The design also incorporates modified setbacks and improvements to the architectural expression of the building.

Advertising

4. Notice of the application was given over a three week period which concluded on 19 December 2018.
5. To date, five objections have been received to the proposal. The objections include issues relating to car parking, traffic, built form and potential anti-social behaviour.

Key issues in considering the application

6. The key issues for Council in considering the proposal relate to the Activity Centre Zone – Schedule 1, which implements The Doncaster Hill Activity Centre Structure Plan. There are some secondary planning scheme considerations including car parking and the display of signage.

Conclusion

7. The proposal aligns with the vision for Doncaster Hill to achieve a sustainable and vibrant mixed-use activity centre with a strong sense of place and civic identity. In particular, the residential hotel will strengthen the economic, cultural and tourism elements of the centre, advancing Doncaster Hill as a destination in Melbourne's East.
8. The amended plans improve the overall design outcome for the site with more innovative, stylish and contemporary built form that activates and contributes to the Doncaster Road streetscape.
9. It is recommended that the amended permit application be supported, subject to conditions (as indicated in the recommendation below) to the existing planning permit PL12/022747.

COUNCIL RESOLUTION

MOVED: CR ANNA CHEN
SECONDED: CR DOT HAYNES

That Council:

- A. **Issue an Notice of Decision to Grant an Amended Planning Permit (PL12/022747) in relation to Planning Application PLA18/0095 at 659 Doncaster Road, Doncaster for:**

Preamble Amended (new/modified additions underlined)

- The use of land for a residential hotel, trade supplies and restricted retail premise, and retail premises.
- The construction of three multi-storey buildings (in three stages) comprising apartments and the above uses with associated basement car parking.
- Alterations to a Road Zone 1 including new access.
- The display of business identification signage.

Subject to the following conditions (new/modified additions underlined) –

Amended Plans

1. **Before the development of each stage starts, two copies of amended plans for that stage drawn to scale and dimensioned, must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will then form part of the permit. The plans must be generally in accordance with the plans submitted with the application (Drawn by CHC Architects, dated 22 February 2019 Revision Z) but modified to show where relevant for that stage:**

- 1.1. Deleted
- 1.2. Chain wire fencing (or similar) added to prevent unauthorized access to the landscape buffer area at the rear of the site.
- 1.3. Deleted
- 1.4. An additional plan added to the Functional (Roadworks) Layout Plan showing the widening of Tower Street for the short term bus parking in front of the Hotel's secondary lobby.
- 1.5. Deleted
- 1.6. A plan notation that a safety barrier is to be erected on the eastern side of Council Street in the vicinity of the existing pedestrian entry of the primary school to prevent inadvertent access onto Council Street following its widening.
- 1.7. End of trip bicycle facilities for the residential hotel and trade supplies and restricted retail premise staff as per the requirements of Clause 52.34 of the Manningham Planning Scheme.
- 1.8. Deleted
- 1.9. The extent of shadow caused by the buildings over the south side of Doncaster Road. The extent of shade should generally comply with the requirement of Clause 4.4 of the Schedule 1 to the Activity Centre Zone (ACZ1).
- 1.10. The clearance above finished floor level of the above bonnet storage cages provided to apartments in Stage 2.
- 1.11. Deleted
- 1.12. Deleted
- 1.13. The material and design of gates that restrict access to the site including the entry to the car parking area in Stage 1 from Doncaster Road.
- 1.14. A plan notation that a clear sight distance of pedestrians for exiting vehicles as per Clause 3.2.4 of AS 2890.1 will be provided at all exits.
- 1.15. The height of the wall on the northern side of access ramp into the site from Council Street. The wall is to be a minimum of 2.6m high to protect adjacent residents to the north from the noise associated with vehicles accessing the development.
- 1.16. Fixtures such as seating and/or public artwork that is to be installed in front of the building.
- 1.17. A notation that is consistent with the VicRoads requirements indicating that the footpath and nature strip in front of the development is to be vested in the Roads Corporation.
- 1.18. Details of the bus shelter that will be erected at the relocated bus stop.
- 1.19. Minimum sustainability features applicable to the development from the approved Sustainability Management Plan including the servicing of the site by the YVW third pipe recycled water scheme, the location and capacity of rainwater tanks, the uses for captured rainwater, and the solar hot water systems on the roof plans including notes for the solar fraction of the system and boosting types.
- 1.20. Deleted
- 1.21. A plan notation that a communal notice board will be erected within or nearby the lobby for use by residents of the building.
- 1.22. A plan notation that the development will include the noise attenuation measures outlined in Acoustic Logic Report dated 19/12/2017.
- 1.23. Deleted
- 1.24. Deleted
- 1.25. Deleted
- 1.26. Deleted
- 1.27. Deleted

- 1.28. Deleted
- 1.29. Deleted
- 1.30. Deleted
- 1.31. Deleted
- 1.32. Deleted
- 1.33. Deleted
- 1.34. Retractable clotheslines to all ground level open spaces and balconies to limit their visibility to public and private realms.
- 1.35. Deleted
- 1.36. Deleted
- 1.37. Deleted
- 1.38. The allocation of 1 visitor car parking space per 10 apartments in Stage 2. Currently, only 15 spaces rather than 16 spaces are allocated.
- 1.39. Deleted
- 1.40. Any relevant changes as a result of changes required by VicRoads Conditions 55 to 63 of this permit.
- 1.41. Deleted
- 1.42. A statement/report by a qualified services engineering considering any impacts to future or existing residents from noise or fumes from the carpark and timber exhaust air outlet. The outlet sits adjacent to the northern end of the building in Stage 1 and immediately opposite bedrooms and a balcony of apartments in Stage 2. Should the outlet unreasonably impact future or existing residents, it is to be relocated.
- 1.43. The section of wall meeting at right angle at the corner of Doncaster Road and Tower Street for two levels immediately above the hotel foyer (containing white fins and the Bunnings hammer logo) removed and replaced with bronze glazing at the curvature to match the feature treatment of the hotel façade on the levels above (and the lobby at ground level below).
As part of this change, the fins and hammer logo may be relocated to the satisfaction of the Responsible Authority. A smaller hammer logo would be appropriate on the west-facing return of the Bunnings podium.
- 1.44. A “half seagull” or similar treatment be installed at the central road access road to ensure that vehicle do not undertake a right turn towards Doncaster Road (conflict with oncoming traffic).
- 1.45. An analysis of pedestrian sightlines from vehicles exiting onto Tower Street to ensure appropriate visual awareness is provided given sight triangles and gradient of driveways.
- 1.46. A diagram and cross-section showing dimensions and specifications of the fins on the exterior of the building, and details of the material behind.
- 1.47. A diagram showing dimensions and specifications of the Bunnings Hammer Logo. The Bunnings Hammer Logo is to be constructed in a contemporary manner and incorporated into the design of the fins, rather than simply a lightbox attached to the exterior of the building.
- 1.48. The two material schedules consolidated so that abbreviations for materials are not doubled up. In addition, a further note added to materials schedule to reference the Reflectivity Assessment report required by condition of permit.
- 1.49. Plan SK120v updated to show that the mandatory maximum building height of 29m is achieved in accordance with the Activity Centre Zone. Currently, a parapet on Building 2B is above this height.
- 1.50. A west elevation of Buildings 2A and 2B.
- 1.51. The removal of the allocation of space (125sqm) for rain gardens within the rear setback of the development, with canopy trees extending across the full extent of the rear setback.

Endorsed Plan

2. The layout of the site, the size of buildings and works, the approved signs, the staging and the description of the uses on the approved plans must not be modified for any reason without the written consent of the Responsible Authority.

Sustainability Management Plan

3. Before each stage of the development commences, an SMP that outlines proposed sustainable design initiatives for that stage of modified proposal must be submitted to and approved by the Responsible Authority. Upon approval the SMP for that stage it will be endorsed as part of the planning permit and the relevant stage of the development must incorporate the sustainable design initiatives outlined in the endorsed SMP to the satisfaction of the Responsible Authority. The SMP for each stage must be generally in accordance with the SMP prepared by Sustainable Development Consultants Pty Ltd Version 8 dated April 2018 and must include connection of buildings to the YVW mandatory third pipe recycled water scheme.
4. Prior to the occupation of any stage of the building approved under this permit, a report from the author of the relevant stage SMP report, approved pursuant to this permit, or similarly qualified person or company, must be submitted to the satisfaction of the Responsible Authority. The report must confirm that all measures specified in the relevant stage SMP have been implemented in accordance with the approved Plan.

Construction Management Plan

5. Before each stage of the development starts, two copies of a Construction Management Plan must be submitted to and approved by the Responsible Authority. When approved the plan will form part of the permit. The plan must address, but not be limited to, the following:
 - 5.1. Hours of demolition and construction to be to the satisfaction of the Responsible Authority;
 - 5.2. Adequate parking facilities for the anticipated number and type of construction workers to be detailed in plan form to the satisfaction of the Responsible Authority. The location of parking must be compliant with any applicable Council parking restrictions or with any relevant permissions granted by any private land owner (in the event of the use of private land);
 - 5.3. Methods to contain dust, dirt and mud within the site, and the method and frequency of clean up procedures;
 - 5.4. On site facilities for vehicle washing;
 - 5.5. Delivery and unloading points and expected frequency;
 - 5.6. A liaison officer for contact by residents and the Responsible Authority in the event of relevant queries or problems experienced;
 - 5.7. The movement of construction vehicles to and from the site must be regulated to ensure that no traffic hazards are created in and around the site;
 - 5.8. Measures to minimize the impact of construction vehicles arriving at and departing from the land;
 - 5.9. An outline of requests to occupy public footpaths or roads, and anticipated disruptions to local services;
 - 5.10. The processes to be adopted for the separation, re-use and recycling of demolition materials;

- 5.11. The measures to minimise the amount of waste construction materials; the provision for the recycling of demolition and waste materials; and the return of waste materials to the supplier (where the supplier has a program of reuse or recycling);
 - 5.12. The measures to minimise noise and other amenity impacts from mechanical equipment/construction activities, especially outside of daytime hours;
 - 5.13. The provision of adequate environmental awareness training for all on-site contractors and sub contractors;
 - 5.14. Evidence of a pre-condition dilapidation survey has been carried out in relation to properties along the northern boundary of the site.
 - 5.15. An agreed schedule of compliance inspections; and
 - 5.16. Land in Stage 2 used to minimise the construction impact of Stage 1 to adjoining and nearby properties.
6. All works including earthworks, demolition and construction activity associated with the approved development is to be limited to the following hours, unless with the prior written consent of the Responsible Authority:
- 6.1. Monday to Friday: 7:00am to 7:00pm
 - 6.2. Saturday: 9:00am to 5:00pm
 - 6.3. Sunday and Public Holidays: No construction
7. No trucks or heavy construction vehicles associated with earthworks, demolition or construction works are permitted to use Council Street north of the application site to the satisfaction of the Responsible Authority.

Waste Management Plan

8. Before each stage of the development starts, two copies of an amended Waste Management Plan (WMP) must be submitted and approved to the satisfaction of the Responsible Authority. When approved the plan will form part of the permit. The plan for each stage must detail how best practice standards are achieved based on the Manningham City Council – Waste Collection for Residential Developments in Manningham – Guidelines for Developers, and be consistent with the submitted plan but amended to detail:
- 8.1. A Private Contractor to undertake waste collection from within the development. No bins can be collected from any of the street frontages.
 - 8.2. Specific waste management practices pertaining to relevant collection area in the stage, including waste generation rates, collection services, equipment and systems used, swept path diagrams, turning circles, relevant height clearances, user access information, collection arrangements, and other issues relating to amenity and facility design;
 - 8.3. Details on how the collection contractors will enter and exit the site in a forward direction, access the waste facilities including plans showing turning facilities, swept path diagrams, turning circles and relevant height clearances;
 - 8.4. Chutes, carousels, drop-off areas and compaction facilities;
 - 8.5. Hard waste collection;
 - 8.6. Collection locations and routines including times and frequency;
 - 8.7. The methods used to educate residents of waste collection system including the recycling component and hard waste; and

Management Plans

9. The Management Plans approved under Conditions 3, 5 and 8 of this permit must be implemented and complied with at all times to the satisfaction of the Responsible Authority unless with the further written approval of the Responsible Authority.

Development Contributions

10. Before the completion of each stage of the development, a Development Contribution as agreed by the Responsible Authority in accordance with Clause 45.06, Development Contributions Plan Overlay Schedule 1 – Doncaster Hill Development Contributions Plan must be paid to the Responsible Authority.

Landscaping

11. Before the each stage of the development starts, a landscaping plan for that stage must be prepared by a suitably qualified landscape architect showing species, locations, approximate height and spread of proposed planting, and must be submitted to the Responsible Authority for approval. The plan for each stage must be generally in accordance with the concept landscape plan prepared by John Patrick, Revision E dated 21/3/2019, but amended to show:

11.1. The removal of the 125sqm of rain gardens in the landscaping strip at the rear of the site following the specific design outlined in insert D3. The landscape strip is to contain a passive water sensitive design and filtration treatment incorporating an open swale, canopy tree planting along the full length of the strip (a minimum of two different species) and a range of understorey planting. A sand filtration treatment similar to the insert design at D3 may need to be constructed to the end of the swale accessible to Council Street should it be required.

11.2. Show fixtures and street furniture within the Boulevard Treatment and the other frontages.

12. Before the release of the approved plans for each stage of the development, a \$20,000 cash bond or bank guarantee must be lodged with the Responsible Authority to ensure the completion and maintenance of landscaped areas for that stage and such bond or bank guarantee will only be refunded or discharged after a period of 13 weeks from the completion of all landscaping works, provided the landscaped areas for that stage are being maintained to the satisfaction of the Responsible Authority.

13. Before the occupation of any building in each stage, landscaping works (including interim landscaping) as shown on the approved plans must be completed to the satisfaction of the Responsible Authority and then maintained to the satisfaction of the Responsible Authority.

Drainage

14. For each stage the owner must provide on site stormwater detention storage or other suitable system (which may include but is not limited to the re-use of stormwater using rainwater tanks), to limit the Permissible Site Discharge (PSD) to that applicable to the site coverage of 35 percent of hard surface or the pre existing hard surface if it is greater than 35 percent. The PSD must meet the following requirements:

14.1. Be designed for a 1 in 5 year storm; and

14.2. Storage must be designed for 1 in 10 year storm.

15. Before the development of each stage starts, a construction plan for the system required by Condition No. 14 of this permit must be submitted to and approved by the Responsible Authority. The system must be maintained by the Owner thereafter in accordance with the approved construction plan to the satisfaction of the Responsible Authority.
16. Stormwater must not be discharged from the subject land other than by means of drainage to the legal point of discharge. The drainage system within the development must be designed and constructed to the requirements and satisfaction of the relevant Building Surveyor.

Vehicle Crossovers

17. Any new crossover or modifications to an existing vehicle crossover must be constructed in accordance with Council's standard details. No such works are permitted to commence unless a 'Vehicle Crossing Permit' is first obtained from the Responsible Authority.
18. Before the completion of Stage 1, the developer must remove all disused or redundant vehicle crossovers in Doncaster Road and Council Street and re-instate kerb, channel and naturestrip in the affected areas to the satisfaction of the Responsible Authority.

Car Parking

19. Before the occupation of the buildings in each stage, all basement parking spaces must be properly formed, line-marked, numbered and signposted to provide allocation to the commercial uses and/or each dwelling and visitors to the satisfaction of the Responsible Authority.
20. Car spaces, access lanes and driveways shown on the endorsed plans must not be used for any other purpose and may only be used by occupants of or visitors to the buildings to the satisfaction of the Responsible Authority.
21. Access to the car parking area in Stage 1 outside of the operating hours of the trade supplies and restricted retail premises is to be limited to pass holders of the residential hotel only from the internal driveway at the rear of the site. The gate at the Doncaster Road entry is to close.

Roadworks

22. All road works in Council Street and Doncaster Road shown on the Interim Functional Layout Plan and Ultimate Functional Layout Plan (as defined at Condition 49) must be completed to the satisfaction of the Responsible Authority, at the cost of the owner, and as follows:
 - 22.1. The works shown on the Interim Functional Layout Plan in Council Street and Doncaster Road must be completed prior to the occupation of Stage 1, generally in accordance with the plan and including the erection of security barriers where necessary.
 - 22.2. The works shown on the Ultimate Functional Layout Plan in Council Street and Doncaster Road must be completed generally in accordance with the plan:
 - 22.2.1. Before the occupation of Stage 2B; or

22.2.2. Within two years after the convenience store used by 7-Eleven ceases; or

22.2.3. Before 30 June 2024, whichever is the earlier.

These works include the construction of a third departure lane within Council Street, the extension of the left turn lane on Doncaster Road from the crossover to be constructed as part of Stage 1 to Council Street, and the modification of the Doncaster Road crossover from a left-in/left-out arrangement to be left-in only arrangement.

If the land forming Stage 2B of the development is in separate ownership to the land accommodating the proposed Bunnings Store, these works must be undertaken at the cost of the owner of the land proposed to contain the Bunnings Store.

22.3. Despite Condition 22.1 and 22.2, if the use of the convenience store by 7-Eleven ceases prior to the occupation of Stage 1, the works shown on the Interim Functional Layout Plan and as modified by the Ultimate Functional Layout Plan must be completed before the occupation of Stage 1.

For the purpose of this condition, the convenience store use will have ceased if it is no longer operated as a 7-Eleven store and is open to the public.

23. If the works shown in the Interim Functional Layout Plan and Ultimate Layout Plan are not completed in accordance with Condition 22 and Condition 49 of this permit, the use of the Bunnings land for trade supplies and/or restricted retail premises must cease immediately.

24. All new or replacement street fixtures including street lighting, bollards and bicycle racks are to be constructed using the approved themed infrastructure for Doncaster Hill to the satisfaction of the Responsible Authority.

25. Before any works on public land commence including roadworks or works to lower footpath levels adjacent to the site, detailed construction plans must be submitted to and approved by the Responsible Authority. When approved, the plans will then form part of the permit. All works constructed or carried out must be in accordance with the approved plans. The plans must be drawn to scale with dimensions and two copies must be provided. The plans must include:

25.1. fully sealed pavement with kerb and channel and vehicular crossings where appropriate;

25.2. footpaths and/or pedestrian/bicycle paths;

25.3. surface and underground drains;

25.4. underground conduits for water, gas, electricity and telephone;

25.5. appropriate intersection and traffication measures;

25.6. appropriate street lighting and signage;

25.7. high stability permanent survey marks;

25.8. vehicle crossings;

26. Before any public works associated with the development commence, a plan-checking fee equal to 0.75% of the cost of construction of the development works, and a supervision fee equal to 2.5% of the cost of construction of the development works must be paid to the Responsible Authority.
27. Before the occupation of any building in Stage 1 of the development, a maintenance deposit equal to 5% of the cost of construction of the development roadworks must be lodged with the Responsible Authority and retained thereafter for a minimum of three months.

Completion

28. All privacy screens and obscure glazing as shown in accordance with the approved plans must be installed prior to occupation of each stage of the development to the satisfaction of the Responsible Authority and maintained thereafter to the satisfaction of the Responsible Authority.
29. All plant and equipment that is not installed within the building must otherwise be installed in the area of plant and equipment on the roof of the building, unless otherwise agreed in writing with the Responsible Authority.
30. No air-conditioning units are to be installed on any balcony or façade so that they are visible from outside the site.
31. Any clothes-drying rack or line system located on a balcony must be lower than the balustrade of the balcony and must not be visible from off the site to the satisfaction of the Responsible Authority.
32. An intercom and an automatic basement door opening system (connected to each dwelling) must be installed, so as to facilitate convenient 24 hour access to the basement car park by visitors, to the satisfaction of the Responsible Authority.
33. A centralised TV antenna system must be installed and connections made to each dwelling to the satisfaction of the Responsible Authority. No individual dish antennas may be installed on balconies, terraces or walls to the satisfaction of the Responsible Authority.
34. All services, including water, electricity, gas, sewerage and telephone, must be installed underground and located to the satisfaction of the Responsible Authority.
35. Buildings, paved areas, drainage and landscaping must be maintained to the satisfaction of the Responsible Authority.
36. The shop front and glass facades of the retail tenancies on ground level facing Doncaster Road including the glazing through to the travelator and atrium of the trade supplies and restricted retail premises, are not to be covered by posters, film or signage that reduces the transparency of the interface to the satisfaction of the responsible authority.

Loading and Unloading Operations

37. All commercial deliveries to the site may only be carried out between the hours of 7:00am to 9:00pm and by using heavy ridged vehicles (maximum size) to the satisfaction of the Responsible Authority.

38. Delivery access to the loading area of the Trade Supplies and Restricted Retail Premises is restricted during school pickup and collection times between 8.45am - 9.15am and 3.15pm - 3.45pm to the satisfaction of the Responsible Authority.
39. All unloading or loading activities (including by retail customers) must be carried out wholly within the land to the satisfaction of the Responsible Authority.

Amenity of Area

40. The use and development be managed so that the amenity of the area is not detrimentally affected, to the satisfaction of the Responsible Authority, through the:
 - 40.1. Transport of materials, goods or commodities to or from the land;
 - 40.2. Storage of goods and wastes;
 - 40.3. Appearance of any building, works or materials;
 - 40.4. Emission of noise, light, vibration, odour & dust.
41. No external sound amplification equipment or loudspeakers are to be used for the purpose of announcement, broadcast, playing of music or similar purpose to the satisfaction of the Responsible Authority.
42. All noise emanating from commercial premises within the building must comply with the State Environment Protection Policy N-1 (Noise from commerce industry and trade) must comply with the State Environment Protection Policy N-1 and in the event of the Responsible Authority receiving justifiable complaints regarding noise from such sources, the onus will be on the owner of the development site to prove compliance with the relevant policy to the satisfaction of the Responsible Authority.
43. Noise levels emanating from the premises must not exceed those required to be met under the State Environment Protection Policy (Control of Music Noise from Public Premises, No. N-2) and in the event of the Responsible Authority receiving justifiable complaints regarding noise from such sources, the onus will be on the owner of the development site to prove compliance with the relevant policy to the satisfaction of the Responsible Authority.
44. External lighting must be designed so to limit loss of amenity to residents of adjoining properties to the satisfaction of the Responsible Authority. Any communal lighting must be connected to reticulated mains electricity and be operated by a time switch, movement sensors or a daylight sensor to the satisfaction of the Responsible Authority.
45. All security alarms or similar devices installed on the land must be of a silent type and be connected to a registered security service.
46. The operators of the residential hotel must ensure that all on-site activities are conducted in an orderly manner and must endeavour to ensure that patrons / customers who depart the premises late at night, do so in a manner which is unlikely to cause noise disturbances to nearby residents and residents in the building, and in accordance with any approved car parking operation (should they be parked within the basement car parks) approved under another condition of this permit.

47. The exhaust system to any restaurant / café including those associated with the Residential hotel must be fitted with filter devices capable of minimizing the external emission of odours and airborne fat particles and be maintained to the satisfaction of the Responsible Authority.
48. Rubbish, including bottles and packaging material, must at all times be stored within the building and screened from external view. All waste collection and recycling collection to be undertaken in accordance with Council requirements and the approved waste management plan.
49. Except with the prior written consent of the Responsible Authority, the outdoor 'Function Terrace' associated with the residential hotel may only be open to customers/patrons between 7.00am and 11pm, Monday to Sunday.

Business Identification Signs

50. The location, size, structure and details of the signs shown on the approved plans, must not be altered without the written consent of the Responsible Authority.
51. The approved signs must be constructed and maintained in good condition to the satisfaction of the Responsible Authority.
52. The approved signs must not contain flashing or intermittent light.
53. The permission under the permit relating to the display of signs expires fifteen years after its issue date.
54. The intensity of the light in the approved sign / signs must be limited so as not to cause glare or distraction to motorists, or loss of amenity in the surrounding area, to the satisfaction of the Responsible Authority.

VICROADS CONDITIONS

55. Prior to the submission of plans for endorsement, functional layout plans must be submitted to and approved by VicRoads (and the Responsible Authority in so far as the plans relate to works in Council Street). The plans must be generally in accordance with the Interim Works (Prepared by TraffixGroup, Drawing No G13420-03, Issue B, dated 1 September 2015) and the Ultimate Works (Prepared by Traffix Group, Drawing No G13420-04, Issue C, dated 21 March 2016).

The Interim Functional Layout Plan must include:

- 55.1. A lengthening of the right-turn lane of the eastern approach from Doncaster Road into Council Street to 170 metres, inclusive of taper,
- 55.2. Lengthening of the approach lanes on Council Street, and
- 55.3. Widening of Doncaster Road (to the north) of provide for a left-turn deceleration lane to the Doncaster Road access.

The Ultimate Functional Layout Plan must also include the following further works:

- 55.4. Extension of the left-turn deceleration lane on Doncaster Road from the Doncaster Road access to Council Street,
- 55.5. Widening of Council Street to facilitate the inclusion of a third departure lane,

- 55.6. Revised landscaping along the Doncaster Road reserve as shown on the VicRoads approved landscaping plan,
55.7. Relocated locations of street lighting poles and signal pedestals, and
55.8. Relocated location of the existing bus stop.
56. Prior to the submission of plans for endorsement, a revised landscape plan must be submitted to and approved by VicRoads (and the Responsible Authority in so far as the plans relate to Condition 11 of this Permit). The landscape plans must show the following:
- 56.1. Any new tree along Doncaster Road will have adequate safety clearance to the edge of the through traffic lane and the edge of the left-turn deceleration lane,
56.2. Adequate approach sight distance shall be maintained between a driver's line of sight for vehicles within the deceleration lane and a pedestrian at the Bunnings' Doncaster Road driveway access, and
56.3. Planting in the vicinity of the intersection of Doncaster Road and Council Street will not obstruct driver and pedestrian sight lines.
57. Before the development starts, amended plans must be submitted to and approved by VicRoads (and the Responsible Authority in so far as the plans relate to works in Council Street). When approved by VicRoads (and the Responsible Authority), the plans must be endorsed by the Responsible Authority and will then form part of the permit. The plans must be generally in accordance with Bunnings Ground Floor Plan (Sheet No A112, Project No 14.1053.17, Revision 30, dated 31 May 2016) and Basement B1 Carpark Floor Plan (Sheet No A111, Project No 14.1053.17, Revision 26, dated 31 May 2016), but modified to show:
- 57.1. All roadworks as shown on the approved Ultimate Functional Layout Plans, for the upgrade of the Doncaster Road and Council Street intersection,
57.2. Landscaping along Doncaster Road reserve as shown in the approved Landscape Plan,
57.3. The road reserve boundary revised such that the proposed kerbline is offset no less than 3 metres from the road reserve boundary, based on the approved Ultimate Functional Layout Plans, and
57.4. No part of the building (including basement levels) extending or projecting into the revised road reserve.
58. Provision must be made for a new controller and associated hardware for the intersection of Doncaster Road and Council Street, prior to the occupation of Stage 2B, to allow for the inclusion of bonus left turn movements to and from Council Street and potentially a bus priority signal phase (subject to Public Transport Victoria's approval), to the satisfaction of VicRoads. The Doncaster Road access must remain open during the operating hours of the trade supplies and restricted retail premises.
59. Where the proposed roadworks, including footpath and nature strip, lie within the subject land, a widening of the road reserve will be required. The developer must engage a licensed surveyor to prepare Plans of Subdivision, for Stage 1 and Stage 2B, showing the affected land labelled "ROAD", which is to be vested in the Roads Corporation upon certification of the Plan of Subdivision, without any encumbrances. Subsequent to the registration of the plan, the subdivider must ensure that the original Certificates of Title that issues in the name of the Roads Corporation, are posted to: VicRoads - Property Services Department, 60 Denmark Street KEW, 3101.

- 59.1. Prior to the start of any buildings and works for Stage 1, the land abutting Doncaster Road that will be required must be vested.
- 59.2. Prior to the start of any buildings and works for Stage 2B, the land abutting Council Street that will be required must be vested.
60. Prior to the commencement of any works or prior to a statement of compliance being issued for the subdivision of any stage of the subdivision, where the proposed roadworks, including footpath and nature strip, lie within the subject land the applicant must enter into an agreement with the Responsible Authority and VicRoads, under Section 173 of the Planning and Environment Act 1987, to provide for the permit holder to reimburse all costs incurred by VicRoads and the Responsible Authority associated with the declaration of the land as arterial road pursuant to the provisions of the Road Management Act 2004 and the rezoning of the land to RDZ1 pursuant to the provisions of the Planning and Environment Act 1987.
61. Prior to the commencement of use and/or the occupation of the buildings in Stage 1, all roadworks shown on the approved Interim Functional Layout Plans must be completed to the satisfaction of and at no cost to VicRoads.
62. All roadworks shown on the approved Ultimate Functional Layout Plans must be completed to the satisfaction of and at no cost to VicRoads, within the following timeframes:
- 62.1. before the occupation of Stage 2B,
- 62.2. within two years after the convenience store used by 7-Eleven ceases;
or
- 62.3. Before 30 June 2024,
whichever is the earliest.
63. No work must be commenced in, on or over the road reserve without having first obtaining all necessary approvals under the Road Management Act 2004, the Road Safety Act 1986, and any other relevant Act or regulations created under those Acts.

PTV CONDITIONS

64. Before the development starts, or other time agreed in writing with the Responsible Authority, amended plans to the satisfaction of the responsible authority and Public Transport Victoria must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans for the ultimate development must be generally in accordance with the plans submitted with the application but modified to show:
- 64.1. Details of the relocated bus stop on Doncaster Road including bus shelter, line marking and all associated infrastructure Discrimination Act (DDA) compliant to the satisfaction of Public Transport Victoria.
- 64.2. Access path and paved surfaces in line with the entrance and exit points of the bus with a minimum width of 1.2 metres; and
- 64.3. Provision of a bus queue jump facility in the left turn slip lane including a "B" signal priority light at the intersection of Council Street with Doncaster Road.

65. The permit holder must take all reasonable steps to ensure that disruption to bus operations along Doncaster Road is kept to a minimum during the construction of the development. The permit holder must notify PTV a minimum of 8 weeks prior to any bus stop relocation / or temporary relocation works approved under this permit. The permit holder must notify PTV by either calling 1800 800 007 or email customer service@ptv.vic.gov.au.
66. Before the occupation of the development the bus stop, shelter relocation, associated infrastructure and bus queue jump “B” light as shown on the endorsed plans, must be constructed at a cost born by the permit holder to the satisfaction of Public Transport Victoria and deemed compliant with the Disability Discrimination Act – Disability Standards for Accessible Public Transport 2002. The permit holder must provide GPS co-ordinates and high-resolution photos (300dpi) capturing the arrival and departure side of the site and include the pole, flag, timetable case and braille ID case to the satisfaction of PTV.
67. Foreseen disruptions to bus operations and mitigation measures must be communicated to Public Transport Victoria fourteen days (14) prior.

Commencement of use

68. Use of the trade supplies and restricted retail premises in Stage 1 may commence prior to the completion of the Stage 1 residential hotel tower provided the responsible authority is satisfied that the trade supplies and restricted retail premises will operate in conjunction with accommodation.

Glazing reflectivity assessment

69. Prior to the commencement of the development, a Reflectivity Assessment of external glazing and any other visibly reflective material must be submitted to the Responsible Authority. The assessment must ensure that materials, including glazing, used on external walls must be of a type that do not reflect more than 15% of visible light when measured at an angle of 90 degrees to the surface. The Assessment must be to the satisfaction of the Responsible Authority and when approved will form part of this permit.

Expiry

70. This permit will expire if any one of the following circumstances apply:
- 70.1. The development associated with Stage 1 is not started within two (2) years of the date of the issue of this permit;
 - 70.2. The development associated with Stage 1 is not completed within four (4) years of the date of this permit;
 - 70.3. The use associated with Stage 1 is not commenced within four (4) years of the date of this permit;
 - 70.4. The development associated with Stages 2A or B is not started within six (6) years of the date of the permit.
 - 70.5. The development associated with Stages 2 is not completed within eight (8) years of the date of the permit.

The Responsible Authority may extend these times if a request is made in writing before the permit expires or within three months afterwards.

This permit has been amended as follows:

Amend. No.	Brief description of amendment	Date of issue of amendment.
1	Amendment to the permit and plans to facilitate a different layout and staging of buildings and works	15 September 2016
2	Corrected Permit was issued pursuant to Section 71 of the <i>Planning and Environment Act 1987</i> . Update various conditions to recognise the approval of the development in stages as shown on decision plans approved 15 September 2016.	11 October 2016
3	Amended planning permit preamble, conditions and plans to facilitate the construction of a residential hotel and modifications to the overall design of buildings (PLA18/0095).	

CARRIED**2. BACKGROUND**

2.1 Planning Permit PL12/022747 was issued on 31 October 2013, at the direction of VCAT following a successful mediation between the Permit Applicant (Bunnings), the objector (Westfield) and Council. This followed a decision by Council at its meeting on 28 May 2013, to support the development and issue a Notice of Decision to Grant a Planning Permit.

2.2 The Permit allowed:-

- *The use of land for a trade supplies and restricted retail premise, and retail premises (a Bunnings and some specialty shops at ground level).*
- *The construction of three multi-storey buildings (in three stages) comprising apartments (and the above uses) with associated basement car parking.*
- *Alterations to a Road Zone 1 including new access.*
- *The display of business identification signage.*

2.3 The Permit was subject to 62 conditions, including Condition 1 requirements that required 32 modifications to the decision plans. These related to matters such as vehicle and pedestrian access, boulevard treatment and design.

2.4 The development proposal was outlined in plans prepared by Hayball Architects, and the following summary is an extract from the Officers Report to Council at the time:-

It is proposed to develop land at 659-669 Doncaster Road, including all land west of Council Street, east of Tower Street and north of the properties on southern side of Berkeley Street (total area of 11700sqm) in three stages with a Bunnings store and apartment tower comprising stage 1, and two residential apartment towers with retail at ground level in stages 2 and 3.

Stage 1 will comprise a multi-level Bunnings store positioned front and centre along Doncaster Road with a floor area of 10,532sqm. Above the store in a residential apartments tower rising 6 levels are 124 dwellings. Three levels of basement car parking will provide a total of 538 spaces for the development.

Stages 2 and 3 occur on either side of the Bunnings store with buildings aligned to Tower Street (in Stage 2) and Council Street (in Stage 3). Stage 2 provides a further 1266sqm of retail space at ground level and 127 apartments in a building rising 8 levels. 190 basement car parking spaces are provided in the stage also. Stage 3 provides a further 332sqm of retail space at ground level and 134 apartments in a building rising 9 levels. 159 basement car parking spaces are also provided.

Roadworks proposed as part of stage 1 include the widening of Council Street with an additional exit lane at Doncaster Road, and additional deceleration and turning lanes on Doncaster Road.

- 2.5 An Amended Planning Permit (PL12/022747) was issued on 15 September 2016, following a decision by Council at its meeting on 26 July 2016, to support a revised development and issue a Notice of Decision to Grant a Planning Permit.
- 2.6 The main changes related to a new architectural approach by a new project architect; Thompson Adsett. The following summary is an extract from the Council report at the time:-

The Amendment seeks to undertake some substantial changes to the layout and built form associated with the approved land uses. In particular, it is proposed to relocate the Bunnings development from a central position on the subject site to its proposed location at the western end of the site (corner with Tower Street) and in closer proximity to Westfield Doncaster. Consequently, the two residential towers are now proposed at the eastern end of the site thereby presenting to Council Street. Significant changes to access arrangements are also proposed.

- 2.7 The Amended Permit maintained 62 conditions. However, ten new condition 1 requirements were included in the permit. These changes mostly related to access arrangements (interim solution) where Bunnings was provided with direct access to/from Doncaster Road for a temporary period of time, before the end solution for access was constructed consistent with the original approval.
- 2.8 The Permit has also been extended several times. The latest extension (issued on 22 September 2017) provides an expiry date of 31 October 2019, should the development not commence.

3. THE SITE AND SURROUNDS

- 3.1 The site has not changed significantly since the original application was considered, except for the closure of the 7/11 store on the corner of Doncaster Road and Council Street.
- 3.2 In summary, the site is located on the northern side of Doncaster Road (115m frontage) and comprises all of the land bounded by Council Street (100m frontage), Tower Street (100m frontage) and the rear of properties on the southern side of Berkeley Street. The land is approximately rectangular in shape and 1.17ha (11,700sqm) in area.



Map of Site and Surrounds

- 3.3 There is a modest fall towards the western side of the site and a steeper fall (of approximately 7 metres) to the northern boundary.
- 3.4 The site has direct abutments with five properties within the Doncaster Hill Activity Centre, as follows:

Direction	Address	Description
North (from east to west)	7 Council Street	The side boundary of one two-storey unit forming part of a dual occupancy.
	3 and 5 Berkeley Street	The rear yard of two original residential homes constructed in Berkeley Street.
	7-11 Berkeley Street	Canvas Apartments - A five storey building, including apartments with a southern outlook over the subject site.

	8 Tower Street	The rear yard of an unoccupied original residential home. This land holds a permit to construct a four-storey office and apartment complex.
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- 3.5 East of the site on the opposite side of Council Street is the Doncaster Primary School and former Shire Hall (a heritage building housing the Doncaster Templestowe Artists' Society). The primary school has its administration centre and some classrooms immediately opposite the site.
- 3.6 West of the site on the opposite side of Tower Street is Westfield Doncaster and a three-storey office building at 651 Doncaster Road.
- 3.7 On the opposite side of Doncaster Road is The Nest Apartments (a 12 storey building) and a two-storey office development.
- 3.8 Doncaster Road is dual carriageway in front of the site with three lanes in either direction. No parking is allowed. The road is zoned Road Zone Category 1 (RDZ1). A peak hour bus lane commences operation on the inside lane east of the intersection of Doncaster Road and Council Street.
- 3.9 Council Street is a collector road with a trafficable lane in either direction. It meets Doncaster Road at a signalised intersection. Council Street has angled kerbside parking, predominately for the primary school use on its eastern side. A children's crossing and speed hump has recently been relocated north, and away from the subject site.
- 3.10 Tower Street (comprising part Road and part carriageway easement) is essentially the entry and exit to Westfield Doncaster. Immediately adjacent to the application site is a two way service road that links back to the main entry/exit function of Tower Street. Tower Street features two lanes in and the exit features three right hand turning lanes and two left hand turning lanes onto Doncaster Road. A flyover lane from an upper level car park forms part of the exit arrangements approximately 50m setback from Doncaster Road.

4. THE PROPOSAL

- 4.1 The amended application involves the following:-
- Amendment to the permit preamble to include a new use - "residential hotel". The hotel replaces 99 apartments contained within a tower arrangement shown on the plans in the previous approval.
 - Amendment to conditions as a result of proposed plan changes from the inclusion of a new use.
 - Plan changes, outlined below.

These following "before and after" perspectives provide some description of the external changes in built form.



Before

After



PLAN CHANGES

4.2 The following provides a general summary of the broader changes included in the new plans prepared by *CHC Architects*:-

- The tower containing 99 apartments deleted from Levels 3 – 6, and replaced with a residential hotel containing 190 hotel rooms, lobby, bar/lounge, restaurant/dining area, 3 function rooms, a health and fitness studio, pool, back of house facilities and outdoor rooftop garden.

The hotel suites generally range in size between 23-25 square metres, along with a number of larger 'suites' varying in size from 34-49 square metres.

The hotel has its main pedestrian entrance to Doncaster Road in the south west corner of the site along with a small lobby area provided in the basement (B1) car park.

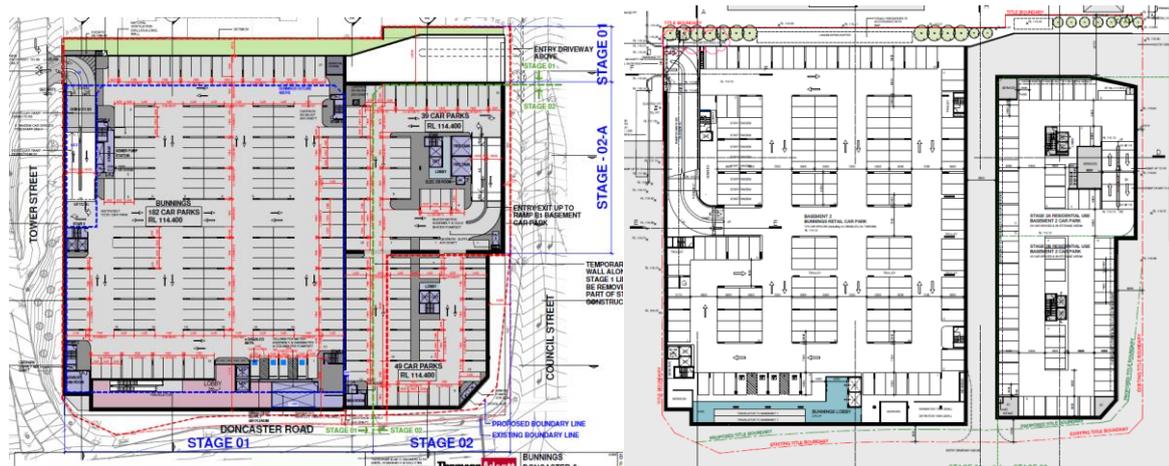
- The introduction of the hotel to the plans has resulted in some internal layout changes to the Bunnings store, however the overall building size and setbacks remain relatively similar to the previous approval.

Changes to the design and layout of basement car parking to improve vehicular circulation and provide for separation of uses. It should be noted that there no significant changes to the external road access points. There is also no change to the agreed road works to be undertaken to Doncaster Road and Council Street, although the approved 'interim arrangement' is now no longer necessary (due to the closure of the 7/11 store).

Bunnings maintains exclusive access to two levels of basement parking with access from Doncaster Road and Council Street. The hotel is provided one level of basement car parking with access from Tower Street only. The Stage 2 parking arrangements for the residential apartments are now no longer included as part of the overall basement plan.

Basement 2 Before

Basement 2 After



Changes have also been made to waste facilities, service areas and storage cages. A lobby has been added to the basement hotel entry.

- The amended application provides 651 car spaces, comprising of 356 retail car spaces, 113 hotel car spaces and 182 residential car spaces.
- Changes to the styling and appearance of the presentation of the building, principally associated with the residential hotel façade, including a simplified palette of materials, colours and finishes including a curved bronze glass curtain façade wall.
- Changes to the external treatment of Bunnings are modest, and includes revised signs and a modest cutback to the façade where the hotel has a presence to Doncaster Road (on the corner of Tower Street). The grey steel fins have been modified to a white colour.
- New hotel signage is proposed, providing a sense of identity and street address to Doncaster Road.
- Some additional road widening is proposed in Tower Street (less than 500mm) to create a hotel drop-off zone. The applicant has requested a 'P10 minute' parking restriction for the drop off area to ensure the zone is regularly turned over (acknowledging this is not a town planning issue per say).
- A reduction in the number of apartments from 165 to 160 and minor internal changes to the design and layout in Stages 2A and 2B.

It would appear that the main driver for this reduction in apartment yield results from minor internal layout changes and independent car parking provision within the buildings own basement.

There have been some subtle design changes to the external appearance of the apartments such as greater use of transparent material in the façade and new planter boxes.

- 4.3 At the request of Officers, the Applicant has given considerable thought to how the Boulevard Treatment can be provided in front of the site. This had previously been a Condition 1 requirement and left unknown. The applicant has now provided a detailed landscape plan with the amendment (prepared by John Patrick Landscape Architects) showing planting areas and a planting regime that is complimentary to the Boulevard Treatment required under the Zone and the Doncaster Hill Strategy.

- 4.4 Submitted with the application is a range of reports including an acoustic report, sustainable management plan, waste management plan and engineering traffic report.
- 4.5 On 23 March 2019, a revised design concept was provided to officers pursuant to Section 57A of the Act. The changes related to the residential hotel presentation on Doncaster Road, which officers had requested design improvements through the course of the application. The Bunnings façade was further modified to give greater presence to the hotel facade. The hotel was subject to some other minor revisions to the function area, basement and secondary access onto Tower Street.

Further Application to Amend the Permit

- 4.6 PLA19/0018, a further Amended Permit Application was lodged with Council on 1 March 2019. This amendment proposes to remove all reference from the permit to the interim traffic solution offered in the last approval and through permit conditions.
- 4.7 The interim solution is now no longer required given that the 7/11 store has since closed. The end traffic solution, as negotiated in the original approval in 2013, will now occur prior to the opening of Bunnings and the hotel. It includes the construction of additional lanes on Doncaster Road and Council Street, and priority bus signals at the Doncaster Road/Council Street intersection.
- 4.8 Council's Engineers and VicRoads have already indicated support for this amendment, and have approved a single Functional (Roadworks) Layout Plan under the Permit. The amendment will be finalised following a decision on this application.

5. LEGISLATIVE REQUIREMENTS

- 5.1 Refer to Attachment (Planning & Environment Act 1987, Manningham Planning Scheme, other relevant legislation policy)

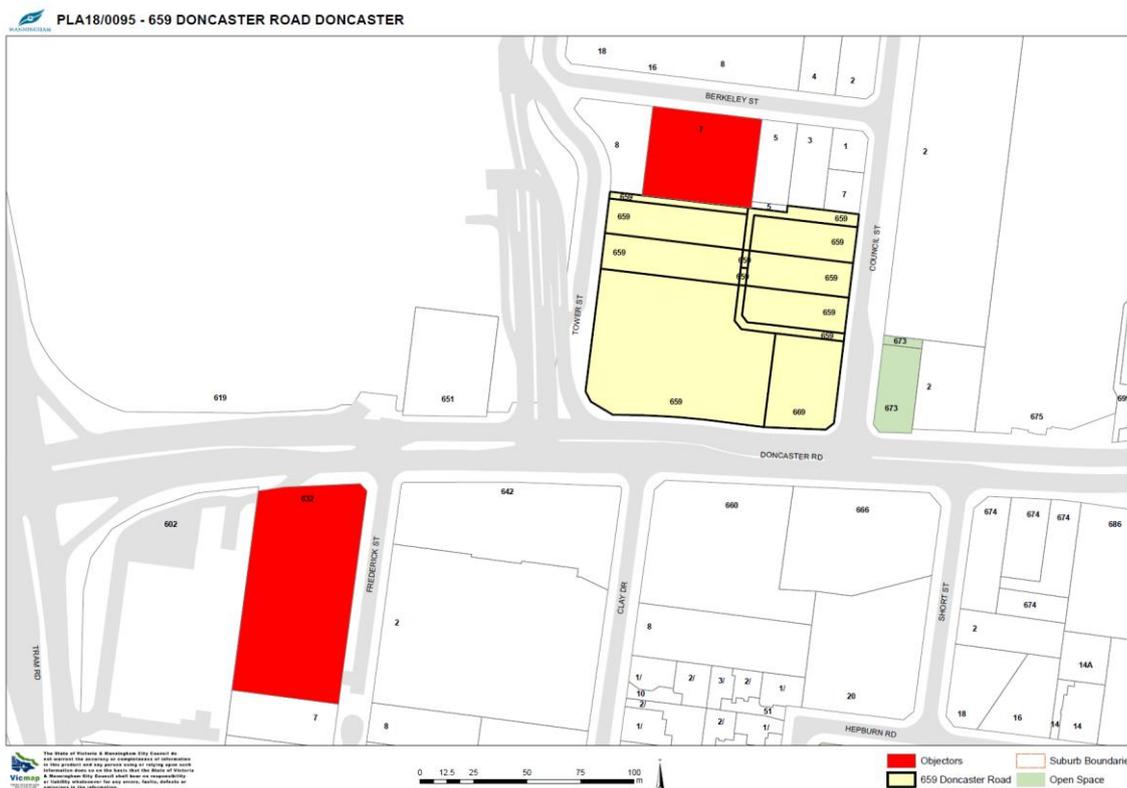
6. REFERRALS

- 6.1 VicRoads correspondence dated 9 October 2018, indicated no objection to this application, subject to the conditions on the existing permit being retained. VicRoads are currently working through a new set of conditions that will be implemented through PLA19/0018, where reference to interim traffic arrangements will be removed from the permit.
- 6.2 Public Transport Victoria correspondence dated 8 October 2018, notes the interim traffic arrangements are no longer necessary and therefore outlines changes to their conditions. The changes are sufficiently independent of the VicRoads conditions relating to the interim arrangement's and should be facilitated now. They will ensure all PTV requirements are undertaken before the opening of Bunnings and the Hotel, including the bus priority signalling at the intersection of Doncaster Road and Council Street.

- 6.3 Council Engineers raised no concern with the car parking rate provided to the new residential hotel component of the development. No issues were raised with access as it remains consistent with the existing approval, however the appropriateness of sightlines in Tower Street were raised again given the gradient of some ramps. No issues were raised with the minor widening to the Tower Street service lane to facilitate the bus drop off for the hotel provided the works are undertaken subject to Council's supervision (which is an existing condition). The internal layout of car parking was considered satisfactory subject to 'half seagull' treatment provided at the central internal roadway at the Bunnings car park level to prevent vehicles undertaking a right hand turn towards Doncaster Road (which is an egress only). The concerns are addressed via amended conditions.
- 6.4 Council Waste Engineers requested minor changes to the current waste condition included on the Permit, to ensure all waste is collected on-site via appropriate means.
- 6.5 Council's Sustainability Officer noted the ESD report submitted with the application did not recognise the mandatory third pipe requirements and raised some minor concern with apartment designs in Stage 2. The Sustainability Management Plan condition will be updated to specifically reference the mandatory third pipe requirements.
- 6.6 Council's Strategic Water Engineer provided comment on the inclusion of rain gardens in the development. They favoured the inclusion of more passive solutions to provide for the filtration, cleaning and absorption of rainwater, and without the maintenance associated with dedicated purpose built rain gardens. The maintenance in this instance is difficult given limited access to the landscape strip at the rear of the site. This requirement is reflected in an amended landscape plan condition.
- 6.7 Council's Business, Culture and Venues Unit have offered support for the residential hotel indicating hotel development is supported within Council's Economic Development Strategy, Strategic Direction "Enhancing Manningham Tourism", Manningham Tourism Action Priorities and Melbourne East Destination Management and Visitor Plan.

7. CONSULTATION / NOTIFICATION

- 7.1 Notice of the application was advertised over a three-week period which concluded on 19 December 2018, by sending letters to nearby properties and displaying a large sign on each of the sites frontage.
- 7.2 Seven objections have been received.
- 7 Outlook Drive, Doncaster
 - Unit 202 / 7 Berkeley Street (Canvass Apartments)
 - Unit 204 / 7 Berkeley Street (Canvass Apartments)
 - Unit 206 / 7 Berkeley Street (Canvass Apartments)
 - Unit 213 / 7 Berkeley Street (Canvass Apartments)
 - Unit 409 / 7 Berkeley Street (Canvass Apartments)
 - Unit 612 / 632 Doncaster Road (Pinnacle Apartments)



7.3 The main grounds of the objection can be summarised into the following categories:

- Insufficient parking, including no disabled space.
- Site contamination and no EPA documents.
- Safety associated with collection and drop off areas at the Primary School.
- Private functions and parties to be held at the hotel impacting amenity.
- Increase in anti-social behaviour associated with the sale of liquor.
- Further congestion of the Westfield car parking areas and access.
- Increased signage and therefore increased light spill and impact to residential properties.
- Additional traffic due to the hotel.

7.4 A response to the grounds of objection are included in the assessment section of this report.

7.5 One submission has also been received in support of the amendment from a resident of 7 Berkeley Street.

8. ASSESSMENT

8.1 This is an Amended Permit application, and therefore the assessment needs to concentrate and consider only the changes that are proposed to the already approved development.

8.2 The main consideration for the appropriateness of this Amended Permit Application are:

- The objectives and requirements of the Activity Centre Zone;
- Clause 52.06 (Car Parking), in relation to car parking changes;
- Council's signage policy at Clause 22.07 in relation to the signs;
- Council's ESD policy at Clause 22.12; and,
- the State's urban design framework.

The appropriateness of the Residential Hotel

- 8.3 A residential hotel is a "permit required" land use under the Activity Centre Zone.
- 8.4 The objectives of the Activity Centre Zone clearly support the use of the land as a residential hotel by adding 'vibrancy' to the area, contributing to a mix of land use activities undertaken within the precinct whilst supporting the strategic role of Doncaster Hill as a Principal Activity Centre within metropolitan Melbourne.
- 8.5 A quality residential hotel within the precinct will help drive economic investments associated with tourism, business ventures, community services and retail. The residential hotel will provide additional facilities to existing residents of the Hill and wider area.

Stage 1 Building (Bunnings and Hotel)

- 8.6 Whilst the building retains similarities to its predecessor (predominately through its overall height, 'L' shaped tower and setbacks), there has been considerable change to the exterior appearance of the Bunnings and residential hotel building in Stage 1. The overall changes are considered positive.
- 8.7 Officers have assessed the setbacks, height, podium height, podium setbacks of the building in the table below:-

Requirement	Required Measure	Outcome
Building Height (Mandatory)	29m	Complies The previous approval had a height of between 28m and 29m. The current proposal varies between 27m and 29m.
Front Setback – Podium Element (Mandatory)	5m	Complies The proposed setback is between 8.5m and 11m.
Front Setback - Tower Element (Mandatory)	15m	Complies The proposed setback varies between 15m from the corner splay to 21m and 24m.
Podium Height (Discretionary)	A podium of at least 12m	Complies The proposed podium height is approximately 14m.
Tower Street Setback (Discretionary)	4.5m	Justification Required Variation to side street setbacks previously approved.

- 8.12 The amended plans are setback between 0m, 1m, 1.84m and 6.4m along Tower Street. The minimal setback to Tower Street is associated with the feature corner treatment of the building and a stronger architectural expression. Furthermore, whilst the building provides for reduced setbacks to certain sections of Tower Street, this will not impact on the amenity of the area. The building further to the north of the site then steps back to 6.475m, which is greater than the previous approval therefore exceeding the preferred setback outlined in the Activity Centre Zone.
- 8.13 A permit may be granted to vary the preferred 4.5m minimum side setbacks specified for Precinct 3C in Clause 5.3-3 of the Zone Schedule. Overall this is a distinctive building element and of sufficient design quality to support a reduced setback.

Residential hotel presentation to Doncaster Road

- 8.14 The façade and design of the Hotel foyer at ground level on Doncaster Road is of high quality, with (subject to some further changes) a curved bronzed glass façade extending down to street level from the tower element above. The curvature is replicated in a distinctive awning above the footpath level providing the hotel with a strong and independent sense of address from the Bunnings’s podium.
- 8.15 Above the awning, the residential hotel includes a feature glazed tower element that sits slightly forward of the ‘L’ component of the building. The presence of the distinctive glazed and curved residential hotel façade on the corner in comparison to the previous apartment design present a much improved design outcome to the public realm.
- 8.16 There is one issue that continues to plague the appropriateness of the corner treatment. This is false wall constructed at right angles for two levels above the curved awning and prevents the feature bronze curved façade of the hotel from continuing to the footpath level to help ‘ground’ the building.
- 8.17 The wall is essentially used as an advertising billboard for Bunnings featuring the white fins and a large Bunnings hammer logo serving no other purpose as the space behind is not utilised. This wall detracts from the robustness of the curved feature element of the hotel when being appreciated from the public realm. Further, it is considered that the hammer logo is far too large and overwhelms the boulevard treatment (shown on Plan SK806z). It is also located too deep into the site to be easily seen from Doncaster Road, to serve as a genuine advertising or business identification purpose.



- 8.18 A new Condition 1 requirement will require this section of the Bunnings wall treatment be removed, and the curved bronzed glazing of the hotel continued to street level. Bunnings has some options available to locate a smaller Bunnings hammer logo on the west-facing return wall of the podium (east of the hotel lobby), or continue the fin treatment with signage designed within it north of the hotel's feature corner treatment in the location of the white rendered wall currently shown on plan.
- 8.19 The design qualities incorporated into the Bunnings podium treatment that generated sufficient visual interest for it to be supported in previous proposals are retained through the amended plans, including the vertical fins (although now white), glazed transparent elements and distinctive signs that distinguishes it from the traditional and recognisable 'green box' facades of other Bunnings.

Other exterior changes

- 8.20 In regards to other changes to the Stage 1 building, a secondary residential hotel entry and lobby has been provided in Tower Street, the rooftop garden area has been redesigned to cater for hotel guests, and some subtle material changes have occurred.
- 8.21 The secondary residential hotel lobby on Tower Street serves a proposed bus parking area. Guests access this area through the basement levels. The bus parking area requires a slight widening of the road pavement of Tower Street (approximately 500mm), and has the preliminary consent of Council's Traffic Engineers subject to detailed construction plans.
- 8.22 The new lobby activates and provides surveillance over a space that was previously service cabinets, and is considered a strong improvement. A canopy is provided above the lobby to ensure guests are protected from the sun and rain when moving between the lobby and vehicles. The Mercure branding around the lobby and vehicle entrance also provides a much improved interface with high quality materials and a level of activation that was not shown in the previous approval.
- 8.23 The changes to the rooftop garden above Bunnings has no significant impact on the public realm as this area is private. A single storey building is incorporated on the rooftop housing a swimming pool and fitness centre. This building will not be visible from the public realm.
- 8.24 In terms of materials, the Bunnings façade is lighter in colour. The fins are now shown on the plans as white, rather than aluminium grey (a light grey). Sections of the façade in Tower Street, previously painted grey, are now white render with expressed joints. The white contrasts with the bronze of the hotel, but continues to respect other developments in the Hill which use a similar tone.
- 8.25 The presentation to Tower Street is further improved through bronze fins around the secondary hotel lobby and the hotel vehicle entrance (replacing service cabinets in the previous approval) and offering an improved sense of address for guest arriving for the first time. Landscaping in planter boxes cascading over the podium and steel framing on the hotel façade provide appropriate visual interest at the upper levels.

- 8.26 A condition is required to consolidate the two material schedules currently included in the set of decision plans, as the same colour notations relate to different products on each plan in some instances. Both Bunnings “red glass” (used on the front façade) and “green glass” (used to enclose the nursery at the rear of the building) has the same notation.

The redesign of Apartments in Stage 2

- 8.27 The applicant is not obligated through the planning scheme to redesign or achieve compliance with the new apartment guidelines at Clause 58 of the Manningham Planning Scheme (otherwise known as Better Apartment Design Standards). The original Permit was approved prior to the introduction of these controls and are not applicable to the assessment of this application. However, any improvement in amenity for future residents should be applauded, particularly as it has not changed the apartment yield significantly (a reduction of only 5).
- 8.28 Similar to Stage 1, the Stage 2 buildings retain similarities to its predecessor (predominately height, setbacks, entry locations, apartments around a central lift and services core and exterior design), however there are new rebates in walls and varied balconies from time to time where apartments have been redesigned to improve internal amenity.
- 8.29 Stage 2 continues to provide two retail tenancies at ground level presenting to Doncaster Road, a main pedestrian entry from Council Street into a landscape courtyard between the two buildings, courtyards and balconies to Council Street at the pavement level and a 4.5m setback from Council Street above. These are all positive outcomes consistent with the Activity Centre Zone.
- 8.30 The most significant changes are greater separation from the Stage 1 building (now 7.4m to the building edge and 9m to balconies, previously only 1.2m), and an increased northern boundary setback (now 15.2m, previously 10.4m). The former buildings projected over the internal roadways through the site. This has been removed to ensure they remain fully within the Stage 2 title boundary.
- 8.31 Officers have assessed the setbacks, height, podium height, podium setbacks of the building in the table below:-

Requirement	Required Measure	Outcome
Building Height (Mandatory)	29m	Condition Required The roof and various parapets are generally between 27m and 29m. The roof has actually been lowered by around 200mm in comparison to the existing approval, but the inclusion of 3 additional apartments on the top level pushes the height of the parapet in one corner of Building 2B to 29.06m which is 60mm above the maximum building height.
Front Setback – Podium Element (Mandatory)	5m	Complies The setback is between 5.2m and 8m. The excess space (above the minimum) provides for wider footpaths and additional landscaping as part of the Boulevard treatment which will benefit this active frontage.
Front Setback - Tower Element (Mandatory)	15m	Complies The minimum setback is 15.2m.

Podium Height (Discretionary)	A podium of at least 12m	Justification Required The podium height is 11m.
Council Street Setback (Discretionary)	4.5m	Complies The buildings remain setback 4.5m from the boundary.
Rear Setback (Discretionary)	4.5m	Complies A minimum setback of 15.2m is provided. This increases from 10.4m in the existing approval which cantilevered over the internal driveway along the rear boundary of the site.

- 8.32 The external architectural quality of the buildings appear to have improved generally through subtle changes to the façade such as balcony screening and planter boxes, as well as more delicate curves, where previously the building and balconies met at hard right angled corners. The introduction of the curved treatments will help transition the buildings into, and from, the curved hotel façade.
- 8.33 Internally, the apartment designs have been improved so that many of the new apartment guidelines standards at Clause 58, particularly those relating to internal amenity, are achieved. The Applicant has provided a schedule (see below) detailing the standards that are achieved, but is silent on which standards were not met under the previous approval. The previous approval provided pleasant, safe and accessible apartments and building entries, large balconies and reasonable light sources, adequate cross ventilation for corner apartments that are all maintained through the proposed amended design.
- 8.34 Given that compliance with Clause 58 standards and objectives is not a statutory requirement, officers have concentrated on considering the changes in the context of whether they improve or deteriorate amenity. To the most part, they improve amenity. The following improvements are noted:
- The maximum living area room depth and minimum living room area standards in Clause 58 (functional layout) have now been achieved for all apartments (demonstrated by Plan SK121z). There appears to have been a small number of apartments in the previous design where these standards would not have achieved.
 - Bedroom sizes have been increased, particularly the master bedroom. All bedrooms will now achieve the standard in Clause 58 demonstrated by Plan SK121z. The second bedrooms that rely on a saddle back design for light access now include wider and shorter light corridors and larger windows to the exterior light source than in the previous approval. This too will achieve Clause 58 standards, where the previous design did not always.
 - According to Plan SK121z, 53% of the proposed apartments meet the accessibility standard of Clause 58 including wider bathroom doors and increased circulation areas (the benchmark is 50% minimum). The previous approval never demonstrated compliance in this regard.
 - According to Plan SK121z, 40% of apartments will achieve the natural cross-ventilation standard of Clause 58 (the benchmark is 40% minimum). The previous approval never demonstrated compliance in this regard.

- Daylight is provided to internal corridors, reducing the need for electric lighting and providing a more welcoming and spacious environment within the corridors.
- 8.35 Where the development fails to provide an improvement in amenity is in relation to storage. The applicant indicates that the storage standards in Clause 58 are achieved through the redesign, which they are. However, the number of full height floor to ceiling external storage rooms and cages has been reduced from 124 spaces to 52 spaces. The remainder of the 160 apartments (108 apartments) rely on a small above car bonnet cages for external storage. To compensate for the reduction in external storage, the applicant has demonstrated generous internal storage for each apartment. Overall, all apartments are provided with a minimum of either 10 or 14 cubic meters of storage depending on whether they contain one or two bedrooms.
- 8.36 The overall design of apartments in the amended proposal is considered to be an improvement on the previous permit introducing improved overall general amenity for the new dwellings.

Changes to Car Parking Design and Allocation

- 8.37 The carpark is relatively similar to its approved predecessor. Maintained is the independence of the Bunnings car park, hotel car park (formal residential car park in Stage 1) and residential parking in Stage 2, the entry/exit locations of each carpark, the internal driveways and the general layout of car parking areas.
- 8.38 Changes to the carpark include the removal of car parking spaces from under the future common internal driveway that traverses through the site, meaning car parking can now be constructed in stages consistent with the building construction (previously some of the car parking for Stage 2 would have needed to be constructed in Stage 1).
- 8.39 A more efficient layout of aisles and car spaces have been introduced, along with a review of internal ramps locations and gradients. The location of the ramps provide improved traffic flows and sightlines to exits.
- 8.40 In Stage 1, Bunnings is provided 337 spaces. This far exceeds the statutory requirement of 170 spaces required pursuant to Clause 52.06 of the Manningham Planning Scheme.
- 8.41 The aisle and car parking space dimensions continue to exceed the minimum requirements of Clause 52.06 (a Bunnings preference). Council's Engineers have raised no issues with the design of the Bunnings car park except to add a splitter island (a half seagull treatment) to help direct traffic at one of the exits.
- 8.42 The loading area for Bunnings remains in an enclosed driveway that sits behind the ground floor of the store and below the nursery on Level 1. This is also the trade entrance. Delivery and trade traffic continues to be separated from the everyday users who will park in the Bunnings basement car park. The enclosed design of the driveway ensures minimal noise detriment to those residents who live north of the site in Berkeley Street.

- 8.43 The lowest basement in Stage 1 (Basement 3) is reserved for the residential hotel (and was previously allocated to the apartment tower above Bunnings). It has 113 spaces, as well as a drop off area, concierge, staff quarters and the hotel loading and waste rooms. The aisle widths and space dimensions match the generous proportions used in the Bunnings car park on the level above (due to column alignments). Council's Engineers have raised no issues with the design of this car park or the ability to load and service the hotel.
- 8.44 There is no statutory requirement for car parking associated with a residential hotel. This proposal equates to 0.595 spaces per room, and it has been suggested that this is 'ample' according to the traffic engineering report submitted with the application.
- 8.45 The number of car parking spaces per room appears generous compared to other suburban hotels. The 104 room hotel approved recently at VCAT for 810 Elgar Road provided 26 car parking spaces at a rate of 0.25 spaces per room. The expert reports prepared for the Elgar Road application suggest that a rate of 0.25 spaces is more common, although it does vary dependent on the style and type of accommodation. Based on the above, Council's Engineers have not raised concerns with the proposed car parking numbers.
- 8.46 The 160 (one and two bedroom) apartments (in Stage 2) generate a statutory requirement of 160 resident spaces and 16 visitor spaces pursuant to Clause 52.06 of the Manningham Planning Scheme and the Parking Overlay (Schedule 1). The two small retail tenancies at ground level (547sqm) generate a statutory requirement of 19 spaces (irrespective of whether they are used for a shop, restaurant or café). This generates a total requirement for 195 spaces.
- 8.47 The basement provides for 203 spaces, which exceeds the statutory minimum by 8 spaces. There is one issue with the number of car parking spaces allocated to residential visitors, which is 15 spaces on the current plans, and not 16 spaces. This can be corrected by a Condition 1 requirement.
- 8.48 The basements of Stage 2 provide for the required storage space, as well as waste rooms, bicycle parking and service rooms in accordance with the requirements of the planning scheme and the various referral advice.

Signs

- 8.49 The Permit authorises the display of advertising signs. There is new signage on the plans associated with the residential hotel, and updated signage associated with Bunnings (although in similar locations).
- 8.50 Council's Outdoor Advertising Policy (Clause 22.07) promotes signs that are confined within the architectural elements of the building, and fewer signs that are more effective and ensure consideration of adjacent land use and existing signs to protect against visual clutter. The Activity Centre Zone (Schedule 1) promotes signs on the podium levels, that complement the building and that incorporate limited details other than is necessary to identify the building name and key tenants.

- 8.51 Bunnings continues to have one traditional light box naming sign facing Doncaster Road, which is tucked in behind the fins within the rectangular transparent component of the façade. At 4m x 12m, it appears slightly smaller than the previous approval. Other Bunnings identifiers are two red hammers at either end of the Bunnings podium that are shown generally consistent with previous approvals, although they appear larger in size. The inclusion of the hammer logo at the western end of the building in the manner and size proposed is problematic as it prevents the distinctive hotel façade from contributing appropriately to the public realm. The size of the sign overwhelms the street, detracts from the hotel facade and is poorly located deep into the site. There appears to be opportunities to relocate this logo on the podium return, albeit a smaller logo. A new Condition 1 requirement will address this.
- 8.52 The size of the hammer logo at the eastern end of the building is less concerning given it appears mid-site in the context of high buildings. It is less exposed.
- 8.53 The plans show little detail in relation to how the hammers are constructed, displayed and viewed. The original plans appeared to suggest that the shape was generated by the fins ending in a specific pattern allowing red colouring and light in the background to be viewed. These decision plans are a little less clear, particularly the west-facing hammer where fins are removed for the whole extent of the hammer. A condition is required to ensure the signs are constructed in a contemporary manner and incorporated into the design of the fins, rather than simply a light box attached to the exterior.
- 8.54 The residential hotel is provided a 'Mercure Hotel' illuminated sign with 900mm typeface atop the feature entry on the top level facing Doncaster Road. The proposed sign is modest, discrete and compliments the design of the building by being typeface only. The sign is reasonable given it is associated with a commercial building.
- 8.55 The Mercure Hotel sign is unlikely to cause detriment to properties in The Nest apartments opposite due to the 70m separation between the buildings. That said, a new condition will seek to control and limit light spill if detriment is caused.
- 8.56 The residential hotel has a second 'Mercure Hotel' sign in 900mm typeface facing Tower Street that is aligned vertically on the feature tower element (between level 4 and 6). Architecturally, the sign is appropriate being integrated with the curved glass façade. The sign is opposite (and above the height of) an office building on the opposite side of the Tower Street intersection).
- 8.57 The residential hotel is provided additional signs that are much smaller on the curved awning at the Doncaster Road entry, and above the vehicle entry facing the service lane of Tower Street. These signs are modest in size and sits within the bronze fins that provide the hotel a sense of address to Tower Street. These signs are acceptable.

Landscaping Treatments including The Boulevard Treatment on Doncaster Road

- 8.58 The previous approvals committed to the construction of The Boulevard Treatment that is required through the Activity Centre Zone Schedule 1 and the Doncaster Hill Strategy (2002) along Doncaster Road via a Condition of Permit, rather than showing any details on plans.

- 8.59 The applicant has worked closely with Council Officers and their landscape architect (John Patrick) to advance the amended plans to show more details in this application. The details are particularly important as the basement of the buildings encroach under some of The Boulevard space, and the proposed lane widening on Doncaster Road also further cramps this area. Plan SK123z and SK124z has been added to the decision plans showing public realm treatments in front of the site on Doncaster Road. These plans are supported by a new Landscape Plan prepared by John Patrick Landscape Architect.
- 8.60 The new plans show a high quality interpretation of the standard Boulevard Treatment outlined in the Strategy, which includes sufficient space for pedestrians and cyclists, street furniture and landscaping. Due to the commercial nature of the frontage, the pedestrian space has been moved adjacent to the front wall of Bunnings and the retail space in Stage 2. The pedestrian space is generally 4m which exceeds the desired minimum of 3.6m in width. A wide landscape treatment then separates this pedestrian space from the additional lane constructed on Doncaster Road. The treatment varies in widths and is cut back at the bus stop, but it is generally between 3m and 7m wide which is sufficient for the planting of the pear and plane trees required. The treatment is similar to the treatment in front of MC2.
- 8.61 The requirement of Condition 1 (at Condition 1.3) requiring details of the Boulevard Treatment can now be deleted. It is appropriately shown on the amended plans.
- 8.62 The Landscape Plan is generally acceptable and shows the necessary planting and pavement treatments. New revised conditions are required to show changes along the rear northern boundary where low level planting in rain gardens has been introduced into the 4.5m building setback. Previously canopy trees were shown across the entire northern boundary interface, which is a preferred solution given the trees are required to help soften the views towards the development from more sensitive residential land to the north (in Berkeley Street).
- 8.63 Council's Water Engineer has also expressed concerns with the design of the rain gardens as they require continual maintenance that will become increasingly difficult as other plants grow along the rear boundary and restrict access. The Engineer expressed a preference that the rain gardens as they are designed be removed, and the whole strip of land be designed to achieve water sensitive urban design principles in a passive manner such as the introduction of a shallow swale drain with low level planting additional to the canopy tress. The landscape plan condition will be amended accordingly.

Permit Conditions

- 8.64 The applicant has requested modifications to the permit conditions as a result of the amended proposal.
- 8.65 Officers have indicated to the applicant that a full review of conditions is necessary given the extent of changes to the plans and the additional information that has been provided. From Council's perspective, the conditions on the Permit should be relevant to the amended set of plans, and not relate to previous sets of plans where requirements may or may not have been achieved.

8.66 The following table considers the appropriateness of the existing Conditions of the Permit:

Cond.	Previous Requirement of Permit	Relevance
1.1	An additional plan detailing the materials used in the façade of the buildings fronting Doncaster Road and the dimensions of all proposed business identification signs.	<i>Delete</i> The information has been provided in the current set of plans, however there are two specific requirements that stem from this which will become new condition 1 requirements. The first is details, dimensions and specifications of the fins and what sits behind them. This should be shown on an elevation and cross-section diagram. The second is the details, dimensions and specifications of the Bunnings Hammer Logo within the fin presentation. This will be conditioned accordingly.
1.2	Chain wire fencing (or similar) added to prevent unauthorized access to the landscape buffer area at the rear of the site.	<i>Retain</i> This is not clearly shown on the amended plans.
1.3	Demonstration that the boulevard treatment is to be provided in accordance with Part D of Council's Doncaster Hill Strategy (2002) in front of the site and adjacent to Doncaster Road, where possible.	<i>Delete</i> Plan SK123z and SK124z and the amended landscape plans satisfactorily show this detail.
1.4	An additional plan showing the extent of proposed roadworks on Council Street and Doncaster Road in accordance with the recommendations outlined in the conclusions of the Traffic Group Traffic Engineering Assessment (dated 5 March 2013 and updated in June 2015) and VicRoads conditions of this permit.	<i>Revise</i> A Functional Layout Plan showing proposed roadworks has been provided and referenced in other conditions of this Permit. However, the Functional Layout Plan does not show the new and modest road widening in Tower Street Service Road associated with the short term bus parking in front of the residential hotel's secondary lobby. A condition will require the Functional Layout Plan be amended to show this work.
1.5	A plan notation that the existing speed hump and school pedestrian crossing in Council Street is to be relocated north of the application site at the developers cost prior to development commencing on site (to avoid conflicts with construction vehicles); and with no net loss in the availability of car parking to the primary school or other solution to the benefit of the primary school to the satisfaction of the responsible authority.	<i>Delete</i> The speed hump and pedestrian crossing has already been relocated. It has been constructed further south, near the corner of Council Street and Berkeley Street.
1.6	A plan notation that a safety barrier is to be erected on the eastern side of Council Street in the vicinity of the existing pedestrian entry of the primary school to prevent inadvertent access onto Council Street following its widening.	<i>Retain</i> This is shown on the Functional (Roadworks) Layout Plan, but is not shown on the current plan.
1.7	Shower and change room facilities for the trade supplies and restricted retail premise staff as per the requirements of Clause 52.34 of the Manningham Planning Scheme.	<i>Revise</i> The plans do not show this detail. Include additional wording 'end of trip facilities' and 'residential hotel'

1.8	The residential pedestrian entry to the apartments in Stage 1 redesigned to include a functional bicycle storage room.	<i>Delete</i> As per the applicant's request. The residential apartments have been removed from the proposal.
1.9	The extent of shadow caused by the buildings to not exceed the Overshadowing requirement of Clause 4.4 of the Schedule 1 to the Activity Centre Zone (ACZ1).	<i>Revise</i> The amended plans broadly show the extent of shadow, but not to the level of detail required for a thorough assessment. The word 'generally' should be added to the condition to allow Officers some discretion to approve some level of non-compliance where it does not impact the public realm (such as over road, and not footpath).
1.10	The number of storage areas to cater to one per apartment. Should above bonnet cages be used specifications of size of the cages and the clearance above ground is to be shown.	<i>Revise</i> The number of storage spaces exceed the number of apartments in Stage 2 (182 spaces, 160 apartments). The dimension of storage areas is shown on the plans. What is not shown on the plans is the clearance above ground floor to allow vehicle parking beneath.
1.11	Specifications of the typical storage cupboards in the basement including their internal capacity.	<i>Delete</i> Dimension and additional details are shown on the amended plans.
1.12	Details of basement ventilation, including the location and design treatment of any mechanical intake or outlet required.	<i>Delete</i> The location of intake and outtake vents associated with the basement ventilation are shown on the plans. The intakes will not impact on the public realm. The outlet for Stage 1 is on the hotel rooftop garden above Bunnings and is well separated from apartments in Stage 2. The outlet for the apartments in Stage 2 is on the roof of respective building.
1.13	A gate or barrier that allows the entry to the car parking area in Stage 1 from Doncaster Road to close.	<i>Revise</i> The location of security gates are shown on plan and on elevation. However, the material and design of the gates is not clear.
1.14	A plan notation that a clear sight distance of pedestrians for exiting vehicles as per Clause 3.2.4 of AS 2890.1 will be provided at all exits.	<i>Retain</i>
1.15	A plan notation outlining interim measures as part of Stage 1 that protect adjacent residents to the north from the noise associated with vehicles accessing the development whilst sections of the internal driveway remain open. A 2.6m high solid paling fence along the sections of the internal driveway in Stages 2 would satisfy this requirement.	<i>Revise</i> A wall is shown on the south side of the internal driveway where the driveway is not enclosed, however the height of the wall is not dimensioned.
1.16	Fixtures such as seating and/or public artwork that is to be installed in front of the building.	<i>Retain</i>
1.17	A notation that is consistent with the VicRoads requirements indicating that the footpath and nature strip in front of the development is to be vested in the Roads Corporation.	<i>Retain</i>
1.18	Details of the bus shelter that will be erected at the relocated bus stop.	<i>Retain</i>
1.19	Minimum sustainability features applicable to the development from the approved	<i>Revise</i> The amended plans show additional

	Sustainability Management Plan including the location and capacity of rainwater tanks, the uses for captured rainwater, and the solar hot water systems on the roof plans including notes for the solar fraction of the system and boosting types.	details, however the location of rainwater tanks for Stage 2 for example appear to be missing. Also missing is the requirement to connect to the third pipe recycled water scheme.
1.20	A plan notation to indicate that all fire service and electrical cabinets (including substations) will be integrated into the architectural design, so as not to present as visually dominating elements.	<i>Delete</i> Notation included on the amended plans.
1.21	A plan notation that a communal notice board will be erected within or nearby the lobby for use by residents of the building.	<i>Retain</i>
1.22	A report from a qualified person investigating whether specific acoustic measures are required in apartments adjacent to Doncaster Road to combat noise from traffic and the apartments adjacent to the trade supplies and restricted retail premise nursery area. The report is to use Australian Standards as benchmarks. Any recommended measures are to be incorporated into the plans.	<i>Revise</i> A report has been provided considering the noise impacts from operations and nearby road traffic. The report concludes that Bunnings operations, including traffic generation should not unreasonably impact residential properties to the north. However, it concludes that noise attenuating glazing should be included within the development to guard against unreasonable impacts for future residents and hotel guests. A notation should be included on the plans to reference construction in accordance with the report.
1.23	The eastern elevations of the trade supplies and restricted retail premises in Stage 1 amended to include temporary architectural treatments (such as the horizontal timber battens) to provide additional visual interest.	<i>Delete</i> SK141z shows this detail.
1.24	A plan notation that signage will be erected at the vehicle entry and exit of the internal driveway, and at the vehicle entry from Doncaster Road, that restricts pedestrian access to these areas.	<i>Delete</i> Shown on SK112z
1.25	The 29 metre building envelope line across the northern elevation demonstrating that the maximum building height of the development accords with Clause 4.4 of Schedule 1 to the Activity Centre Zone.	<i>Delete</i> The amended plans proposed the roof of all building below the maximum building height along the north elevation and additional information is shown on the roof plan (SK120z) showing the maximum height of all elements, including parapets above natural ground level.
1.26	The enclosure of the vehicle accessway and provision of a 4.5 metre wide landscape buffer along the north boundary adjacent to 7 Council Street and 3 and 5 Berkeley Street for construction in Stage 1 and in accordance with the approved development (Hayball development plans) with any consequential adjustment to the vehicle accessway and Stage 2A building to be to the satisfaction of the Responsible Authority;	<i>Delete</i> The amended plans, consistent with the current approval, show the Bunnings loading, unloading and trade entrance within an enclosed driveway at the rear of the store as required. The plans also show a dedicated 4.5m wide landscaped area along the rear of the site.

1.27	Building setbacks to the northern boundary no less than 4.5 metres where above ground.	<i>Delete</i> Previous plans were inconclusive as the basement levels previously projected within this setback and may have been above natural ground level. The amended plans show a clear 4.5m setback for all basement levels and above ground levels.
1.28	The northern elevation to accurately depict the levels associated with the accessway along this boundary.	<i>Delete</i> The internal driveway is accurately shown on the northern elevation.
1.29	Demonstration that entry into the Stage 1 and 2 buildings complies with Australian Standard AS1428 Part 2 per Clause 4.4 of Schedule 1 to the Activity Centre Zone. The provision of a 1:20 grade should be provided, unless it can be demonstrated by a suitably qualified professional that an alternative outcome is suitable.	<i>Delete</i> The additional information on the amended plans show this. A gradient of 1:20 is achieved across the proposed Boulevard Treatment at the greatest incline near the Doncaster Road and Tower Street intersection. Bunnings is provided step free access and the retail in Stage 2 is provided a pedestrian ramp at 1:20. The residential entry in Stage 2 is provided a ramp with a gradient of 1:14 which complies with the residential benchmark.
1.30	Existing and finished surface levels adjacent to and around all building entries. The access on the western elevation for Stage 1 is well below existing ground level and therefore the footpath and nature strip needs to be modified extensively.	<i>Delete</i> The additional information on the amended plans show step free access to the hotel lobbies and Bunnings will be achieved without modifying the height of the pedestrian footpath on Tower Street.
1.31	Existing and finished surface levels adjacent to and around all vehicle entry/exit points. All vehicle access must be designed in accordance with Clause 52.06 Car Parking of the Manningham Planning Scheme and the relevant Australian Standards.	<i>Delete</i> The additional information on the amended plans show this. Council's Engineers have raised no issues in relation to levels and access.
1.32	The provision of stepping of the Stage 2A building, as viewed from the eastern elevation via increased setbacks at the two uppermost levels to the satisfaction of the Responsible Authority.	<i>Delete</i> This requirement was specific to the previous approval and the condition should have referenced "northern elevation". The proposed northern elevation is now further setback from the northern boundary than its predecessor, and incorporates stepping at the top level. Its interface to the northern boundary is considered articulated and appropriate.
1.33	The accurate depiction of protruding balconies associated with the Stage 2A building along the northern and eastern elevations.	<i>Delete</i> The additional information on the amended plans show this.
1.34	Retractable clotheslines to all ground level open spaces and balconies to limit their visibility to public and private realms.	<i>Retain</i>
1.35	Details of paving and surface finishes of all common areas at ground and elevated levels clearly labelled.	<i>Delete</i> The additional information on the amended plans show the treatment used to the front of the retail in Stage 2 consistent with the Boulevard Treatment. This is the only publically accessible common area within the development. The remainder of the communal areas, at the entry of the apartments in Stage 2 is allocated 'feature paving' which is sufficient information at this time.

1.36	The reduction in bicycle parking spaces along the Doncaster Road frontage by half.	<i>Delete</i> This requirement was specific to the previous approved plans which showed 22 bicycle parking spaces in front of Bunnings which crowded the public realm and Boulevard Treatment. The amended plans show 12 bicycle parking spaces shown in front of the Bunnings and further 2 spaces shown in front of the retail in Stage 2. The bicycle parking is appropriately located where it should not impact the pedestrian thoroughfare.
1.37	The allocation of car parking spaces for residential or retail use.	<i>Delete</i> The allocation of car parking is clearly shown on the amended plans. A revised condition (see Condition 1.38) is required to ensure visitor car parking for the apartments in Stage 2 is provided in accordance with the scheme requirements.
1.38	Visitor car parking clearly labelled.	<i>Revise</i> The allocation of visitor car parking in Stage 2 is clearly shown on the amended plans. However, there is only 15 spaces, one fewer than the statutory requirement. The condition will be amended to ensure the correct number of visitor car parking space is provided.
1.39	The TraffixDesign Interim Roadworks Plan and Ultimate Roadworks Plan (dated June 2015) updated to remove the southernmost access on Council Street and to include the direction of traffic flow at each access point.	<i>Delete</i> The additional information on the amended plans show this. The Function (Roadworks) Layout Plan also shows this.
1.40	Any relevant changes as a result of changes required by VicRoads Conditions 48 to 56 of this permit.	<i>Revise</i> Retain condition, but update Condition numbers in amended permit.
1.41	A notation that the 'MSB RM' along the northern wall of Basement Level B1 (Stage 1) is not to be converted for a electrical substation or ventilated to the external north-facing wall (i.e. it is to remain enclosed).	<i>Delete</i> This service area has been removed in the amended plans.
1.42	A statement/report by a qualified services engineering considering any impacts to future or existing residents from noise or fumes from the carpark and timber exhaust air outlet. The outlet sits adjacent to the northern end of the building in Stage 1 and immediately opposite bedrooms and a balcony of apartments in Stage 2. Should the outlet unreasonably impact future or existing residents, it is to be relocated.	<i>Retain</i> It is noted the outlet is now much further away from windows and balconies of apartments in Stage 2 due to an increased separation shown in the amended plans.
1.43		<i>New Requirement</i> This new requirement is required to visually improve the corner of the hotel façade on Doncaster Road and Tower Street as discussed in detail in this report
1.44		<i>New Requirement</i> This new requirement relates to the Engineer's request for an improved car parking treatment.
1.45		<i>New Requirement</i> This new requirement relates to the Engineer's request for greater details in relation to sight-lines.

1.46		<i>New Requirement</i> This new requirement relates to additional information in relation to the design of the fins on the building.
1.47		<i>New Requirement</i> This new requirement relates to additional information in relation to the Bunnings hammer logos on the building.
1.48		<i>New Requirement</i> This new requirement relates to consolidating the materials schedules currently used on the amended plans.
1.49		<i>New Requirement</i> This new requirement relates to ensuring the maximum building height of 29m as outlined in the Zone is achieved by the development. Currently, a parapet on Building 2B is marginally above the mandatory building height.
1.50		<i>New Requirement</i> This new requirement relates to an internal elevation that is missing from the set of proposed plans.
1.51		<i>New Requirement</i> This new requirement relates to the deletion of specifically designed rain gardens from the rear of the site that prevent a continuous row of canopy trees being planted within the rear setback. The Landscape Plan (Condition 11) will ensure that passive water sensitive urban design treatments occur within the rear setback to compensate for the deletion of dedicated rain gardens.
Con. 3	Sustainable Management Plan	<i>Revise</i> An updated SMP plan has been provided with the amended application. It needs amending to reflect the YVW third pipe recycled water scheme in accordance with referral advice.
Con. 8	Waste Management Plan	<i>Revise</i> An updated WMP plan has been provided with the application. Revise condition to address updated referral advice.
Con. 11	Landscape Plan	<i>Revise</i> An updated Landscape Plan has been provided with the application. Reference to the new landscape plan in the condition needs updating. The plan requires an amendment to the show fixtures and street furniture within the Boulevard Treatment along Doncaster Road. The plan requires an amendment to remove reference to the rain gardens as they are currently included in the plans.
Con 21		<i>Revise</i> Condition 21 has been updated to reflect the residential hotel, rather than apartments in Stage 1 of the proposed development.
Con 42.	Limiting noise to SEPP N.1	<i>Revise</i> This condition has been broadened to refer to commercial premises which would include the residential hotel.

Con. 43.	Limiting noise to SEPP N.2	<i>New Condition</i> This is a new condition relating to the noise from music noise from the residential hotel and its function space.
Con. 46	General amenity condition for the hotel	<i>New Condition</i> This is a new condition relating to the potential for noise and anti-social behaviour (although unlikely) from patrons leaving the restaurant and function space of the residential hotel
Con. 47	Managing the exhaust of cooking fumes	<i>New Condition</i> This is a new condition relating to the potential for odours associated with the residential hotel restaurant.
Con. 48	Storage of rubbish	<i>New Condition</i> This is a new condition relating to the storage of waste on site.
Con. 49	Limit time for outdoor function terrace associated with residential hotel.	<i>New Condition</i> This is a new condition relating to the potential for unreasonable noise from this outdoor space.
Con. 54	Control light intensity of signs	<i>New Condition</i> This is a new condition to control unreasonable light spill associated with signs (including the new hotel signs).
Con. 65 & 66		<i>Revised</i> As per PTV referral advice

Objector concerns

- Insufficient parking, including no disabled space.
- Site contamination and no EPA documents.
- Children's safety, at collection and drop off due to increased vehicles in Council Street
- Private functions and parties held at the hotel.
- Increase in anti-social behaviour, including associated with the sale of liquor.
- Further congest Westfield car parking and access.
- Increased signage and therefore increase light spill and impact of residential properties.
- Additional traffic due to the hotel.

8.67 A response to the grounds of objection is provided in the paragraphs below:

Traffic and Parking

8.68 The amended development provides slightly less on-site parking and should generate slightly fewer vehicle movements than its approved predecessor. Further, vehicle movements are unlikely to impact the objectors directly. It is noted Westfield has not objected to the application.

8.69 A range of roadworks including additional traffic and turning lanes are proposed in Doncaster Road and Council Street to facilitate the project and ameliorate unreasonable traffic impacts. These have been approved by Council and VicRoads under the original approval.

Hotel and anti-social behaviour

- 8.70 Conference and function areas are provided in the majority of modern residential hotels, and would generally be considered ancillary. They are managed by the Hotel, who are largely in the business of providing a peaceful environment for guest to sleep, meaning noisy, anti-social and rowdy behaviour is rarely tolerated.
- 8.71 In this particular instance, the function space is limited in area, accessible via the hotel restaurant only (via Doncaster Road) and is positioned immediately below hotel rooms. The space is provided a modest outdoor terrace, which is also immediately below hotel rooms. The booking of the function space is likely to accompany room bookings, either at the time or at a future time by guests.
- 8.72 The outdoor terrace of the function area is 18m from the rear northern boundary of the site, but is elevated above the height of the neighbouring Canvas Apartments in Berekely Street. Standard conditions will be included on the Permit to limit it hours of operation until 11pm.
- 8.73 Conditions 40-49 have been amended or introduced to provide improved amenity protection to surrounding residents.

Other concerns raised

- 8.74 An Environmental Audit was undertaken in 2009 when the site was sold by the former Service Station operator. The Audit indicates that the site is suitable for residential and commercial uses.

9. CONCLUSION

- 9.1 It is recommended that the application be supported, subject to conditions.

10. DECLARATION OF CONFLICT OF INTEREST

- 10.1 No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

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MANNINGHAM PLANNING SCHEME
Manningham City Council (responsible authority)

AMENDED PLANNING PERMIT

Permit No.: PL12/022747.01

ADDRESS OF THE LAND

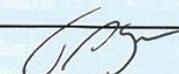
659-667 Doncaster Road, 4-6 Tower Street and 1A-5 Council Street, DONCASTER
Lot 1 TP 213306, Lot 8 Lot 9 and Lot 10 LP5384, Lot 8 and Lot 9 LP7349, and PC370480

THE PERMIT ALLOWS

- The use of land for a trade supplies and restricted retail premise, and retail premises
- The construction of three multi-storey buildings (in three stages) comprising apartments and the above uses with associated basement car parking
- Alterations to a Road Zone 1 including new access
- Display of business identification signage

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:**Amended Plans**

1. Before the development of each stage starts, two copies of amended plans for that stage drawn to scale and dimensioned, must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will then form part of the permit. The plans must be generally in accordance with the plans submitted with the application (Drawn by Thomson Adsett, dated 25 May 2016 and as received by Council on 1 June – A3 copy and 6 June – A1 copy) but modified to show where relevant for that stage:
 - 1.1. An additional plan detailing the materials used in the façade of the buildings fronting Doncaster Road and the dimensions of all proposed business identification signs.
 - 1.2. Chain wire fencing (or similar) added to prevent unauthorized access to the landscape buffer area at the rear of the site.
 - 1.3. Demonstration that the boulevard treatment is to be provided in accordance with Part D of Council's Doncaster Hill Strategy (2002) in front of the site and adjacent to Doncaster Road, where possible.
 - 1.4. An additional plan showing the extent of proposed roadworks on Council Street and Doncaster Road in accordance with the recommendations outlined in the conclusions of the Traffic Group Traffic Engineering Assessment (dated 5 March 2013 and updated in June 2015) and VicRoads conditions of this permit.
 - 1.5. A plan notation that the existing speed hump and school pedestrian crossing in Council Street is to be relocated north of the application site at the developers cost prior to development commencing on site (to avoid conflicts with construction vehicles); and with no net loss in the availability of car parking to the primary school or other solution to the benefit of the primary school to the satisfaction of the responsible authority.



Jeff Gower
Signature for the responsible authority

Date Issued: 31 October 2013

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IMPORTANT INFORMATION ABOUT THIS PERMIT

WHAT HAS BEEN DECIDED?

The responsible authority has issued a permit.

(Note: This is not a permit granted under Division 5 or 6 of Part 4 of the **Planning and Environment Act 1987**.)

CAN THE RESPONSIBLE AUTHORITY AMEND THIS PERMIT?

The responsible authority may amend this permit under Division 1A of Part 4 of the **Planning and Environment Act 1987**.

WHEN DOES A PERMIT BEGIN?

A permit operates:

- From the date specified in the permit; or
- If no date is specified, from –
 - (i) the date of the decision of the Victorian Civil and Administrative Tribunal, if the permit was issued at the direction of the Tribunal; or
 - (ii) the date on which it was issued, in any other case

WHEN DOES A PERMIT EXPIRE?

1. A permit for the development of land expires if –
 - the development or any stage of it does not start within the time specified in the permit; or
 - the development requires the certification of a plan of subdivision or consolidation under the **Subdivision Act 1988** and the plan is not certified within two years of the issue of the permit, unless the permit contains a different provision; or
 - the development or any stage is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit or in the case of a subdivision or consolidation within five years of the certification of the plan of subdivision or consolidation under the **Subdivision Act 1988**.
2. A permit for the use of land expires if –
 - the use does not start within the time specified in the permit, or if no time is specified, within two years after the issue of the permit; or
 - the use is discontinued for a period of two years.
3. A permit for the development and use of land expires if—
 - the development or any stage of it does not start within the time specified in the permit; or
 - the development or any stage of it is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit; or
 - the use does not start within the time specified in the permit, or, if no time is specified, within two years after the completion of the development; or
 - the use is discontinued for a period of two years.
4. If a permit for the use of land or the development and use of land or relating to any of the circumstances mentioned in section 6A(2) of the **Planning and Environment Act 1987**, or to any combination of use, development or any of those circumstances requires the certification of a plan under the **Subdivision Act 1988**, unless the permit contains a different provision –
 - the use or development of any stage is to be taken to have started when the plan is certified; and
 - the permit expires if the plan is not certified within two years of the issue of the permit.
5. The expiry of a permit does not affect the validity of anything done under that permit before the expiry.

WHEN ABOUT REVIEWS?

- The person who applied for the permit may apply for a review of any condition in the permit unless it was granted at the direction of the Victorian Civil and Administrative Tribunal, in which case no right of review exists.
- An application for review must be lodged within 60 days after the permit was issued, unless a notice of decision to grant a permit has been issued previously, in which case the application for review must be lodged within 60 days after the giving of that notice.
- An application for review is lodged with the Victorian Civil and Administrative Tribunal.
- An application for review must be made on the relevant form which can be obtained from the Victorian Civil and Administrative Tribunal, and be accompanied by the applicable fee.
- An application for review must state the grounds upon which it is based.
- A copy of an application for review must also be served on the responsible authority.
- Details about applications for review and the fees payable can be obtained from the Victorian Civil and Administrative Tribunal.

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- 1.6. A plan notation that a safety barrier is to be erected on the eastern side of Council Street in the vicinity of the existing pedestrian entry of the primary school to prevent inadvertent access onto Council Street following its widening.
- 1.7. Shower and change room facilities for the trade supplies and restricted retail premise staff as per the requirements of Clause 52.34 of the Manningham Planning Scheme.
- 1.8. The residential pedestrian entry to the apartments in Stage 1 redesigned to include a functional bicycle storage room.
- 1.9. The extent of shadow caused by the buildings to not exceed the Overshadowing requirement of Clause 4.4 of the Schedule 1 to the Activity Centre Zone (ACZ1).
- 1.10. The number of storage areas to cater to one per apartment. Should above bonnet cages be used specifications of size of the cages and the clearance above ground is to be shown.
- 1.11. Specifications of the typical storage cupboards in the basement including their internal capacity.
- 1.12. Details of basement ventilation, including the location and design treatment of any mechanical intake or outlet required.
- 1.13. A gate or barrier that allows the entry to the car parking area in Stage 1 from Doncaster Road to close.
- 1.14. A plan notation that a clear sight distance of pedestrians for exiting vehicles as per Clause 3.2.4 of AS 2890.1 will be provided at all exits.
- 1.15. A plan notation outlining interim measures as part of Stage 1 that protect adjacent residents to the north from the noise associated with vehicles accessing the development whilst sections of the internal driveway remain open. A 2.6m high solid paling fence along the sections of the internal driveway in Stages 2 would satisfy this requirement.
- 1.16. Fixtures such as seating and/or public artwork that is to be installed in front of the building.
- 1.17. A notation that is consistent with the VicRoads requirements indicating that the footpath and nature strip in front of the development is to be vested in the Roads Corporation.
- 1.18. Details of the bus shelter that will be erected at the relocated bus stop.
- 1.19. Minimum sustainability features applicable to the development from the approved Sustainability Management Plan including the location and capacity of rainwater tanks, the uses for captured rainwater, and the solar hot water systems on the roof plans including notes for the solar fraction of the system and boosting types.
- 1.20. A plan notation to indicate that all fire service and electrical cabinets (including substations) will be integrated into the architectural design, so as not to present as visually dominating elements.
- 1.21. A plan notation that a communal notice board will be erected within or nearby the lobby for use by residents of the building.
- 1.22. A report from a qualified person investigating whether specific acoustic measures are required in apartments adjacent to Doncaster Road to combat noise from traffic and the apartments adjacent to the trade supplies and restricted retail premise nursery area. The report is to use Australian Standards as benchmarks. Any recommended measures are to be incorporated into the plans.
- 1.23. The eastern elevations of the trade supplies and restricted retail premises in Stage 1 amended to include temporary architectural treatments (such as the horizontal timber battens) to provide additional visual interest.
- 1.24. A plan notation that signage will be erected at the vehicle entry and exit of the internal driveway, and at the vehicle entry from Doncaster Road, that restricts pedestrian access to these areas.



Jeff Gower
Signature for the responsible authority

Date Issued: 31 October 2013

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- 1.25. The 29 metre building envelope line across the northern elevation demonstrating that the maximum building height of the development accords with Clause 4.4 of Schedule 1 to the Activity Centre Zone.
- 1.26. The enclosure of the vehicle accessway and provision of a 4.5 metre wide landscape buffer along the north boundary adjacent to 7 Council Street and 3 and 5 Berkeley Street for construction in Stage 1 and in accordance with the approved development (Hayball development plans) with any consequential adjustment to the vehicle accessway and Stage 2A building to be to the satisfaction of the Responsible Authority;
- 1.27. Building setbacks to the northern boundary no less than 4.5 metres where above ground.
- 1.28. The northern elevation to accurately depict the levels associated with the accessway along this boundary.
- 1.29. Demonstration that entry into the Stage 1 and 2 buildings complies with Australian Standard AS1428 Part 2 per Clause 4.4 of Schedule 1 to the Activity Centre Zone. The provision of a 1:20 grade should be provided, unless it can be demonstrated by a suitably qualified professional that an alternative outcome is suitable.
- 1.30. Existing and finished surface levels adjacent to and around all building entries. The access on the western elevation for Stage 1 is well below existing ground level and therefore the footpath and nature strip needs to be modified extensively.
- 1.31. Existing and finished surface levels adjacent to and around all vehicle entry/exit points. All vehicle access must be designed in accordance with Clause 52.06 Car Parking of the Manningham Planning Scheme and the relevant Australian Standards.
- 1.32. The provision of stepping of the Stage 2A building, as viewed from the eastern elevation via increased setbacks at the two uppermost levels to the satisfaction of the Responsible Authority.
- 1.33. The accurate depiction of protruding balconies associated with the Stage 2A building along the northern and eastern elevations.
- 1.34. Retractable clotheslines to all ground level open spaces and balconies to limit their visibility to public and private realms.
- 1.35. Details of paving and surface finishes of all common areas at ground and elevated levels clearly labelled.
- 1.36. The reduction in bicycle parking spaces along the Doncaster Road frontage by half.
- 1.37. The allocation of car parking spaces for residential or retail use.
- 1.38. Visitor car parking clearly labelled.
- 1.39. The TraffixDesign Interim Roadworks Plan and Ultimate Roadworks Plan (dated June 2015) updated to remove the southernmost access on Council Street and to include the direction of traffic flow at each access point.
- 1.40. Any relevant changes as a result of changes required by VicRoads Conditions 48 to 56 of this permit.
- 1.41. A notation that the 'MSB RM' along the northern wall of Basement Level B1 (Stage 1) is not to be converted for an electrical substation or ventilated to the external north-facing wall (i.e. it is to remain enclosed).
- 1.42. A statement/report by a qualified services engineering considering any impacts to future or existing residents from noise or fumes from the carpark and timber exhaust air outlet. The outlet sits adjacent to the northern end of the building in Stage 1 and immediately opposite bedrooms and a balcony of apartments in Stage 2. Should the outlet unreasonably impact future or existing residents, it is to be relocated.



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Plan

2. The layout of the site, the size of buildings and works, the staging and the description of the uses on the approved plans must not be modified for any reason without the written consent of the Responsible Authority.

Sustainability Management Plan

3. Before each stage of the development commences an SMP that outlines proposed sustainable design initiatives for that stage of modified proposal must be submitted to and approved by the Responsible Authority. Upon approval the SMP for that stage it will be endorsed as part of the planning permit and the relevant stage of the development must incorporate the sustainable design initiatives outlined in the endorsed SMP to the satisfaction of the Responsible Authority. The SMP for each stage must be generally in accordance with the SMP prepared by Sustainable Development Consultants Pty Ltd dated June 2015 but modified to reflect the revised development (Section 57A Plans).
4. Prior to the occupation of any stage of the building approved under this permit, a report from the author of the relevant stage SMP report, approved pursuant to this permit, or similarly qualified person or company, must be submitted to the satisfaction of the Responsible Authority. The report must confirm that all measures specified in the relevant stage SMP have been implemented in accordance with the approved Plan.

Construction Management Plan

5. Before each stage of the development starts, two copies of a Construction Management Plan must be submitted to and approved by the Responsible Authority. When approved the plan will form part of the permit. The plan must address, but not be limited to, the following:
 - 5.1. Hours of demolition and construction to be to the satisfaction of the Responsible Authority;
 - 5.2. Adequate parking facilities for the anticipated number and type of construction workers to be detailed in plan form to the satisfaction of the Responsible Authority. The location of parking must be compliant with any applicable Council parking restrictions or with any relevant permissions granted by any private land owner (in the event of the use of private land);
 - 5.3. Methods to contain dust, dirt and mud within the site, and the method and frequency of clean up procedures;
 - 5.4. On site facilities for vehicle washing;
 - 5.5. Delivery and unloading points and expected frequency;
 - 5.6. A liaison officer for contact by residents and the Responsible Authority in the event of relevant queries or problems experienced;
 - 5.7. The movement of construction vehicles to and from the site must be regulated to ensure that no traffic hazards are created in and around the site;
 - 5.8. Measures to minimize the impact of construction vehicles arriving at and departing from the land;
 - 5.9. An outline of requests to occupy public footpaths or roads, and anticipated disruptions to local services;
 - 5.10. The processes to be adopted for the separation, re-use and recycling of demolition materials;



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- 5.11. The measures to minimise the amount of waste construction materials; the provision for the recycling of demolition and waste materials; and the return of waste materials to the supplier (where the supplier has a program of reuse or recycling);
 - 5.12. The measures to minimise noise and other amenity impacts from mechanical equipment/construction activities, especially outside of daytime hours;
 - 5.13. The provision of adequate environmental awareness training for all on-site contractors and sub contractors;
 - 5.14. Evidence of a pre-condition dilapidation survey has been carried out in relation to properties along the northern boundary of the site.
 - 5.15. An agreed schedule of compliance inspections; and
 - 5.16. Land in Stage 2 used to minimise the construction impact of Stage 1 to adjoining and nearby properties.
6. All works including earthworks, demolition and construction activity associated with the approved development is to be limited to the following hours, unless with the prior written consent of the Responsible Authority:
- 6.1. Monday to Friday: 7:00am to 7:00pm
 - 6.2. Saturday: 9:00am to 5:00pm
 - 6.3. Sunday and Public Holidays: No construction
7. No trucks or heavy construction vehicles associated with earthworks, demolition or construction works are permitted to use Council Street north of the application site to the satisfaction of the Responsible Authority.

Waste Management Plan

8. Before each stage of the development starts, two copies of an amended Waste Management Plan (WMP) must be submitted and approved to the satisfaction of the Responsible Authority. When approved the plan will form part of the permit. The plan for each stage must detail how best practice standards are achieved based on the Manningham City Council – Waste Collection for Residential Developments in Manningham – Guidelines for Developers, and be consistent with the submitted plan but amended to detail:
- 8.1. Specific waste management practices pertaining to relevant collection area in the stage;
 - 8.2. Chutes, carousels, drop-off areas and compaction facilities;
 - 8.3. Access to bin rooms, chutes and drop-off areas;
 - 8.4. Hard waste collection;
 - 8.5. Collection locations and routines including times and frequency;
 - 8.6. The methods used to educate residents of waste collection system including the recycling component and hard waste; and
 - 8.7. Swept path diagrams illustrating the collection vehicles to be used as well as height clearance requirements need to be addressed and submitted for approval by the Responsible Authority.



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Management Plans

9. The Management Plans approved under Conditions 3, 5 and 8 of this permit must be implemented and complied with at all times to the satisfaction of the Responsible Authority unless with the further written approval of the Responsible Authority.

Development Contributions

10. Before the completion of each stage of the development, a Development Contribution as agreed by the Responsible Authority in accordance with Clause 45.06, Development Contributions Plan Overlay Schedule 1 – Doncaster Hill Development Contributions Plan must be paid to the Responsible Authority.

Landscaping

11. Before the each stage of the development starts, a landscaping plan for that stage must be prepared by a suitably qualified landscape architect showing species, locations, approximate height and spread of proposed planting, and must be submitted to the Responsible Authority for approval. The plan for each stage must be generally in accordance with the concept landscape plan prepared by Tract Consultants dated May 2015, but expanded to show:
 - 11.1. Any details as relevant or directed by any other condition of this Permit;
 - 11.2. A detailed planting schedule of the species, numbers of plants, approximate height, spread of proposed planting and planting/pot size for all trees, shrubs and all other plants;
 - 11.3. The boulevard treatment and any permanent fixtures in front of the building on Doncaster Road (as per Part D Doncaster Hill Strategy 2002) with the continuation of the boulevard treatment around the corners of both Council and Tower Streets to the satisfaction of the Responsible Authority;
 - 11.4. Details of interim landscaping and surface treatments over land in Stage 2 of the development.
 - 11.5. An in-ground, automatic watering system linked to the rainwater tanks in the basement.
12. Before the release of the approved plans for each stage of the development, a \$20,000 cash bond or bank guarantee must be lodged with the Responsible Authority to ensure the completion and maintenance of landscaped areas for that stage and such bond or bank guarantee will only be refunded or discharges after a period of 13 weeks from the completion of all landscaping works, provided the landscaped areas for that stage are being maintained to the satisfaction of the Responsible Authority.
13. Before the occupation of any building in each stage, landscaping works (including interim landscaping) as shown on the approved plans must be completed to the satisfaction of the Responsible Authority and then maintained to the satisfaction of the Responsible Authority.

Drainage

14. For each stage the owner must provide on site stormwater detention storage or other suitable system (which may include but is not limited to the re-use of stormwater using


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rainwater tanks), to limit the Permissible Site Discharge (PSD) to that applicable to the site coverage of 35 percent of hard surface or the pre existing hard surface if it is greater than 35 percent. The PSD must meet the following requirements:

- 14.1. Be designed for a 1 in 5 year storm; and
 - 14.2. Storage must be designed for 1 in 10 year storm.
15. Before the development of each stage starts, a construction plan for the system required by Condition No. 14 of this permit must be submitted to and approved by the Responsible Authority. The system must be maintained by the Owner thereafter in accordance with the approved construction plan to the satisfaction of the Responsible Authority.
 16. Stormwater must not be discharged from the subject land other than by means of drainage to the legal point of discharge. The drainage system within the development must be designed and constructed to the requirements and satisfaction of the relevant Building Surveyor.

Vehicle Crossovers

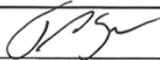
17. Any new crossover or modifications to an existing vehicle crossover must be constructed in accordance with Council's standard details. No such works are permitted to commence unless a 'Vehicle Crossing Permit' is first obtained from the Responsible Authority.
18. Before the completion of Stage 1, the developer must remove all disused or redundant vehicle crossovers in Doncaster Road and Council Street and re-instate kerb, channel and naturestrip in the affected areas to the satisfaction of the Responsible Authority.

Car Parking

19. Before the occupation of the buildings in each stage, all basement parking spaces must be properly formed, line-marked, numbered and signposted to provide allocation to the commercial uses and/or each dwelling and visitors to the satisfaction of the Responsible Authority.
20. Car spaces, access lanes and driveways shown on the endorsed plans must not be used for any other purpose and may only be used by occupants of or visitors to the buildings to the satisfaction of the Responsible Authority.
21. Access to the car parking area in Stage 1 outside of the operating hours of the trade supplies and restricted retail premises is to be limited to pass holders only from the internal driveway at the rear of the site. The gate at the Doncaster Road entry is to close.

Roadworks

22. All road works in Council Street and Doncaster Road shown on the Interim Functional Layout Plan and Ultimate Functional Layout Plan (as defined at Condition 49) must be completed to the satisfaction of the Responsible Authority, at the cost of the owner, and as follows:



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22.1. The works shown on the Interim Functional Layout Plan in Council Street and Doncaster Road must be completed prior to the occupation of Stage 1, generally in accordance with the plan and including the erection of security barriers where necessary.

22.2. The works shown on the Ultimate Functional Layout Plan in Council Street and Doncaster Road must be completed generally in accordance with the plan:

22.2.1. Before the occupation of Stage 2B; or

22.2.2. Within two years after the convenience store used by 7-Eleven ceases; or

22.2.3. Before 30 June 2024,
whichever is the earlier.

These works include the construction of a third departure lane within Council Street, the extension of the left turn lane on Doncaster Road from the crossover to be constructed as part of Stage 1 to Council Street, and the modification of the Doncaster Road crossover from a left-in/left-out arrangement to be left-in only arrangement.

If the land forming Stage 2B of the development is in separate ownership to the land accommodating the proposed Bunnings Store, these works must be undertaken at the cost of the owner of the land proposed to contain the Bunnings Store.

22.3. Despite Condition 22.1 and 22.2, if the use of the convenience store by 7-Eleven ceases prior to the occupation of Stage 1, the works shown on the Interim Functional Layout Plan and as modified by the Ultimate Functional Layout Plan must be completed before the occupation of Stage 1.

For the purpose of this condition, the convenience store use will have ceased if it is no longer operated as a 7-Eleven store and is open to the public.

23. If the works shown in the Interim Functional Layout Plan and Ultimate Layout Plan are not completed in accordance with Condition 22 and Condition 49 of this permit, the use of the Bunnings land for trade supplies and/or restricted retail premises must cease immediately.

24. All new or replacement street fixtures including street lighting, bollards and bicycle racks are to be constructed using the approved themed infrastructure for Doncaster Hill to the satisfaction of the Responsible Authority.

25. Before any works on public land commence including roadworks or works to lower footpath levels adjacent to the site, detailed construction plans must be submitted to and approved by the Responsible Authority. When approved, the plans will then form part of the permit. All works constructed or carried out must be in accordance with the approved plans. The plans must be drawn to scale with dimensions and two copies must be provided. The plans must include:

25.1. fully sealed pavement with kerb and channel and vehicular crossings where appropriate;

25.2. footpaths and/or pedestrian/bicycle paths;


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- 25.3. surface and underground drains;
 - 25.4. underground conduits for water, gas, electricity and telephone;
 - 25.5. appropriate intersection and traffic measures;
 - 25.6. appropriate street lighting and signage;
 - 25.7. high stability permanent survey marks;
 - 25.8. vehicle crossings;
26. Before any public works associated with the development commence, a plan-checking fee equal to 0.75% of the cost of construction of the development works, and a supervision fee equal to 2.5% of the cost of construction of the development works must be paid to the Responsible Authority.
27. Before the occupation of any building in Stage 1 of the development, a maintenance deposit equal to 5% of the cost of construction of the development roadworks must be lodged with the Responsible Authority and retained thereafter for a minimum of three months.

Completion

28. All privacy screens and obscure glazing as shown in accordance with the approved plans must be installed prior to occupation of each stage of the development to the satisfaction of the Responsible Authority and maintained thereafter to the satisfaction of the Responsible Authority.
29. All plant and equipment that is not installed within the building must otherwise be installed in the area of plant and equipment on the roof of the building, unless otherwise agreed in writing with the Responsible Authority.
30. No air-conditioning units are to be installed on any balcony or façade so that they are visible from outside the site.
31. Any clothes-drying rack or line system located on a balcony must be lower than the balustrade of the balcony and must not be visible from off the site to the satisfaction of the Responsible Authority.
32. An intercom and an automatic basement door opening system (connected to each dwelling) must be installed, so as to facilitate convenient 24 hour access to the basement car park by visitors, to the satisfaction of the Responsible Authority.
33. A centralised TV antenna system must be installed and connections made to each dwelling to the satisfaction of the Responsible Authority. No individual dish antennas may be installed on balconies, terraces or walls to the satisfaction of the Responsible Authority.
34. All services, including water, electricity, gas, sewerage and telephone, must be installed underground and located to the satisfaction of the Responsible Authority.
35. Buildings, paved areas, drainage and landscaping must be maintained to the satisfaction of the Responsible Authority.



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36. The shop front and glass facades of the retail tenancies on ground level facing Doncaster Road including the glazing through to the travelator and atrium of the trade supplies and restricted retail premises, are not to be covered by posters, film or signage that reduces the transparency of the interface to the satisfaction of the responsible authority.

Loading and Unloading Operations

37. All commercial deliveries to the site may only be carried out between the hours of 7:00am to 9:00pm and by using heavy ridged vehicles (maximum size) to the satisfaction of the Responsible Authority.
38. Delivery access to the loading area of the Trade Supplies and Restricted Retail Premies is restricted during school pickup and collection times between 8.45am - 9.15am and 3.15pm - 3.45pm to the satisfaction of the Responsible Authority.
39. All unloading or loading activities (including by retail customers) must be carried out wholly within the land to the satisfaction of the Responsible Authority.

Amenity of Area

40. The use and development be managed so that the amenity of the area is not detrimentally affected, to the satisfaction of the Responsible Authority, through the:
- 40.1. Transport of materials, goods or commodities to or from the land;
 - 40.2. Storage of goods and wastes;
 - 40.3. Appearance of any building, works or materials;
 - 40.4. Emission of noise, light, vibration, odour & dust.
41. No external sound amplification equipment or loudspeakers are to be used for the purpose of announcement, broadcast, playing of music or similar purpose to the satisfaction of the Responsible Authority.
42. All noise emanating from any mechanical plant (air conditioners, refrigeration plant, etc.) must comply with the State Environment Protection Policy N-1 and in the event of the Responsible Authority receiving justifiable complaints regarding noise from such sources, the onus will be on the owner of the development site to prove compliance with the relevant policy to the satisfaction of the Responsible Authority.
43. External lighting must be designed so to limit loss of amenity to residents of adjoining properties to the satisfaction of the Responsible Authority. Any communal lighting must be connected to reticulated mains electricity and be operated by a time switch, movement sensors or a daylight sensor to the satisfaction of the Responsible Authority.
44. All security alarms or similar devices installed on the land must be of a silent type and be connected to a registered security service.

Business Identification Signs

45. The location, size, structure and details of the signs shown on the approved plans, must not be altered without the written consent of the Responsible Authority.



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46. The approved signs must be constructed and maintained in good condition to the satisfaction of the Responsible Authority.
47. The approved signs must not contain flashing or intermittent light.
48. The permission under the permit relating to the display of signs expires fifteen years after its issue date.

VICROADS CONDITIONS

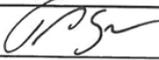
49. Prior to the submission of plans for endorsement, functional layout plans must be submitted to and approved by VicRoads (and the Responsible Authority in so far as the plans relate to works in Council Street). The plans must be generally in accordance with the Interim Works (Prepared by TraffixGroup, Drawing No G13420-03, Issue B, dated 1 September 2015) and the Ultimate Works (Prepared by Traffix Group, Drawing No G13420-04, Issue C, dated 21 March 2016).

The Interim Functional Layout Plan must include:

- 49.1. A lengthening of the right-turn lane of the eastern approach from Doncaster Road into Council Street to 170 metres, inclusive of taper,
- 49.2. Lengthening of the approach lanes on Council Street, and
- 49.3. Widening of Doncaster Road (to the north) of provide for a left-turn deceleration lane to the Doncaster Road access.

The Ultimate Functional Layout Plan must also include the following further works:

- 49.4. Extension of the left-turn deceleration lane on Doncaster Road from the Doncaster Road access to Council Street,
 - 49.5. Widening of Council Street to facilitate the inclusion of a third departure lane,
 - 49.6. Revised landscaping along the Doncaster Road reserve as shown on the VicRoads approved landscaping plan,
 - 49.7. Relocated locations of street lighting poles and signal pedestals, and
 - 49.8. Relocated location of the existing bus stop.
50. Prior to the submission of plans for endorsement, a revised landscape plan must be submitted to and approved by VicRoads (and the Responsible Authority in so far as the plans relate to Condition 11 of this Permit). The landscape plans must show the following:
 - 50.1. Any new tree along Doncaster Road will have adequate safety clearance to the edge of the through traffic lane and the edge of the left-turn deceleration lane,
 - 50.2. Adequate approach sight distance shall be maintained between a driver's line of sight for vehicles within the deceleration lane and a pedestrian at the Bunnings' Doncaster Road driveway access, and
 - 50.3. Planting in the vicinity of the intersection of Doncaster Road and Council Street will not obstruct driver and pedestrian sight lines.



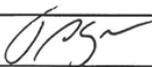
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51. Before the development starts, amended plans must be submitted to and approved by VicRoads (and the Responsible Authority in so far as the plans relate to works in Council Street). When approved by VicRoads (and the Responsible Authority), the plans must be endorsed by the Responsible Authority and will then form part of the permit. The plans must be generally in accordance with Bunnings Ground Floor Plan (Sheet No A112, Project No 14.1053.17, Revision 30, dated 31 May 2016) and Basement B1 Carpark Floor Plan (Sheet No A111, Project No 14.1053.17, Revision 26, dated 31 May 2016), but modified to show:
 - 51.1. All roadworks as shown on the approved Ultimate Functional Layout Plans, for the upgrade of the Doncaster Road and Council Street intersection,
 - 51.2. Landscaping along Doncaster Road reserve as shown in the approved Landscape Plan,
 - 51.3. The road reserve boundary revised such that the proposed kerblines is offset no less than 3 metres from the road reserve boundary, based on the approved Ultimate Functional Layout Plans, and
 - 51.4. No part of the building (including basement levels) extending or projecting into the revised road reserve.
52. Provision must be made for a new controller and associated hardware for the intersection of Doncaster Road and Council Street, prior to the occupation of Stage 2B, to allow for the inclusion of bonus left turn movements to and from Council Street and potentially a bus priority signal phase (subject to Public Transport Victoria's approval), to the satisfaction of VicRoads. The Doncaster Road access must remain open during the operating hours of the trade supplies and restricted retail premises.
53. Where the proposed roadworks, including footpath and nature strip, lie within the subject land, a widening of the road reserve will be required. The developer must engage a licensed surveyor to prepare Plans of Subdivision, for Stage 1 and Stage 2B, showing the affected land labelled "ROAD", which is to be vested in the Roads Corporation upon certification of the Plan of Subdivision, without any encumbrances. Subsequent to the registration of the plan, the subdivider must ensure that the original Certificates of Title that issues in the name of the Roads Corporation, are posted to: VicRoads - Property Services Department, 60 Denmark Street KEW, 3101.
 - 53.1. Prior to the start of any buildings and works for Stage 1, the land abutting Doncaster Road that will be required must be vested.
 - 53.2. Prior to the start of any buildings and works for Stage 2B, the land abutting Council Street that will be required must be vested.
54. Prior to the commencement of any works or prior to a statement of compliance being issued for the subdivision of any stage of the subdivision, where the proposed roadworks, including footpath and nature strip, lie within the subject land the applicant must enter into an agreement with the Responsible Authority and VicRoads, under Section 173 of the Planning and Environment Act 1987, to provide for the permit holder to reimburse all costs incurred by VicRoads and the Responsible Authority associated with the declaration of the land as arterial road pursuant to the provisions of the Road Management Act 2004 and the rezoning of the land to RDZ1 pursuant to the provisions of the Planning and Environment Act 1987.



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55. Prior to the commencement of use and/or the occupation of the buildings in Stage 1, all roadworks shown on the approved Interim Functional Layout Plans must be completed to the satisfaction of and at no cost to VicRoads.
56. All roadworks shown on the approved Ultimate Functional Layout Plans must be completed to the satisfaction of and at no cost to VicRoads, within the following timeframes:
 - 56.1. before the occupation of Stage 2B,
 - 56.2. within two years after the convenience store used by 7-Eleven ceases; or
 - 56.3. Before 30 June 2024,
 whichever is the earliest.
57. No work must be commenced in, on or over the road reserve without having first obtaining all necessary approvals under the Road Management Act 2004, the Road Safety Act 1986, and any other relevant Act or regulations created under those Acts.

PTV CONDITIONS

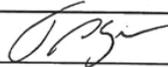
58. Before the development starts, or other time agreed in writing with the Responsible Authority, amended plans for the interim and ultimate development to the satisfaction of the responsible authority and Public Transport Victoria must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans for the interim and ultimate development must be generally in accordance with the plans submitted with the application but modified to show:

Interim road and access layout (during the tenure of the 7-Eleven)

 - 58.1. Details of the relocated temporary bus shelter (on the departure side of Council Street) on Doncaster Road including bus shelter, line marking and all associated infrastructure Disability Discrimination Act (DDA) compliant to the satisfaction of the Responsible Authority.

Ultimate road and access layout (after the tenure of the 7-Eleven)

 - 58.2. Details of the relocated bus stop on Doncaster Road including bus shelter, line marking and all associated infrastructure Discrimination Act (DDA) compliant to the satisfaction of Public Transport Victoria.
 - 58.3. Access path and paved surfaces in line with the entrance and exit points of the bus with a minimum width of 1.2 metres; and
 - 58.4. Provision of a bus queue jump facility in the left turn slip lane including a "B" signal priority light at the intersection of Council Street with Doncaster Road.
59. Before the occupation of Stage 1 of the development, the temporary bus stop and shelter relocation required during the interim road and access arrangements; and before occupation of Stage 2 of the development; the ultimate bus stop shelter relocation, bus queue jump and "B" light as shown on the endorsed plans, must be at a cost born by the permit holder to the satisfaction of Public Transport Victoria and deemed compliant with the Disability Discrimination Act – Disability Standards for Accessible Public Transport 2002.


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60. The permit holder must take all reasonable steps to ensure that disruption to bus operations along Doncaster Road is kept to a minimum during the construction of the development. Foreseen disruptions to bus operations and mitigation measures must be communicated to Public Transport Victoria fourteen days (14) prior.

Commencement of use

61. Use of the trade supplies and restricted retail premises in Stage 1 may commence prior to the completion of the Stage 1 residential tower provided the responsible authority is satisfied that the trade supplies and restricted retail premises will operate in conjunction with accommodation.

Expiry

62. This permit will expire if any one of the following circumstances apply:
- 62.1. The development associated with Stage 1 is not started within two (2) years of the date of the issue of this permit;
 - 62.2. The development associated with Stage 1 is not completed within four (4) years of the date of this permit;
 - 62.3. The use associated with Stage 1 is not commenced within four (4) years of the date of this permit;
 - 62.4. The development associated with Stages 2A or B is not started within six (6) years of the date of the permit.
 - 62.5. The development associated with Stages 2 is not completed within eight (8) years of the date of the permit.

The Responsible Authority may extend these times if a request is made in writing before the permit expires or within three months afterwards.

Permit Notes:

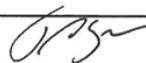
It is the responsibility of the Applicant/owner and the relevant Building Surveyor to ensure that all development works approved by any building permit is consistent with the requirements of the *Disability Discrimination Act 1991*.

Under Section 69 of the *Planning and Environment Act 1987* the owner or occupier of the land may apply to extend a permit either:

- before it expires; or
- within 6 months of the expiry if the permit has not been acted on; or
- within 12 months of the expiry of the permit if the development was started lawfully before the permit expired.

Upon completion of the development approved by this permit, notice must be given to the Planning Unit to enable the development to be inspected.

Plans submitted for approval for the onsite storm water detention system should be forwarded to Council's Engineering Services Unit. For any queries in relation to these plans please contact Engineering Services on Ph.9846 0563.



Jeff Gower
Signature for the responsible authority

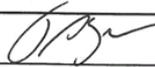
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This permit has been amended as follows:

Amend. No.	Brief description of amendment	Date of issue of amend.
1	Amendment to the permit and plans to facilitate a different layout and staging of buildings and works	15 September 2016
2	Update various conditions to recognise the approval of the development in stages. The Amended Permit was issued pursuant to Section 71 of the <i>Planning and Environment Act 1987</i> .	11 OCT 2016



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Signature for the responsible authority

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5. LEGISLATIVE REQUIREMENTS

5.1 PLANNING AND ENVIRONMENT ACT 1987 (THE ACT)

The *Planning and Environment Act 1987* is the relevant legislation governing planning in Victoria. The Act identifies subordinate legislation in the form of Planning Schemes to guide future land use and development.

Section 60 of The *Planning and Environment Act*, requires the Responsible Authority to consider the following before deciding on an application:

- *The relevant planning scheme;*
- *The objectives of planning in Victoria;*
- *All objections and other submissions which it has received;*
- *Any decision and comments of a referral authority which it has received; and*
- *Any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development.*

Section 61(4) of the Act makes specific reference to covenants. Under Section 61(4) of the *Planning & Environment Act 1987* the Responsible Authority must not issue a planning permit that would result in a breach of a registered restrictive covenant.

5.2 MANNINGHAM PLANNING SCHEME

Clauses of the Manningham Planning Scheme the Responsible Authority must consider:

- Planning Policy Framework
- Local Planning Policy Framework
- Clause 37.08 Activity Centre Zone, Schedule 1
- Clause 45.06 Development Contributions Plan Overlay, Schedule 1
- Clause 45.09 Parking Overlay, Schedule 1
- Clause 52.06 Car Parking
- Clause 55.08 Apartment Development
- Clause 65 Decision Guidelines

Zones

Clause 37.08 Activity Centre Zone, Schedule 1

The purpose of the Activity Centre Zone is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To encourage a mixture of uses and the intensive development of the activity centre:*
 - *As a focus for business, shopping, working, housing, leisure, transport and community facilities.*
 - *To support sustainable urban outcomes that maximise the use of infrastructure and public transport.*
- *To deliver a diversity of housing at higher densities to make optimum use of the facilities and services.*
- *To create through good urban design an attractive, pleasant, walkable, safe and stimulating environment.*
- *To facilitate use and development of land in accordance with the Development Framework for the activity centre.*

A permit is required to construct a building or construct or carry out works unless the schedule to this zone specifies otherwise.

Schedule 1, relevant to Doncaster Hill Principal Activity Centre outlines the following objectives:

Land use and development objectives to be achieved

- *To advance Doncaster Hill as a sustainable and vibrant mixed-use activity centre with a strong sense of place and civic identity.*
- *To develop the centre as a focus for contemporary high density residential development incorporating a mix of complementary retail, social, commercial and entertainment uses.*
- *To ensure the activity centre enhances the social, environmental, economic and cultural elements of the municipality and region, advancing Doncaster Hill as a destination in Melbourne's East.*

Land use

- *To provide for a vibrant range of mixed uses that support the strategic role of the Doncaster Hill Principal Activity Centre.*
- *To provide for a high level of activity that attracts people, provides a focal point for the community, creates an attractive and safe urban environment, increasing opportunities for social interaction.*
- *To ensure mixed use development comprises flexible floor spaces for a range of uses.*
- *To substantially increase the provision, intensity and diversity of housing (especially affordable housing), that allows for all sectors of the community to live in the centre.*
- *To provide for high-density residential development on individual sites in conjunction with a diversity of other uses including a mix of retail, commercial, social, community and entertainment uses.*
- *To encourage commercial and small-scale retail uses at the lower level of buildings, with high-density style residential development on upper levels.*

Built form

- *To create treed boulevards framed by podiums, consistent front setbacks and a high quality landscape along Doncaster, Williamsons and Tram Roads.*
- *To encourage innovative, contemporary architecture that provides a distinctive sense of identity for the Doncaster Hill Principal Activity Centre.*
- *To emphasise the existing dramatic landform of Doncaster Hill through built form that steps down the hill.*
- *To ensure an appropriate transition in height both within the activity centre and to surrounding neighbourhoods.*
- *To encourage built form that capitalises on key views and vistas including to the middle-ground and distant features including Dandenongs, the Kinglake Ranges and the central Melbourne skyline.*
- *To encourage the provision of urban art within built form or in adjacent public areas.*
- *To encourage the built form at gateway locations identified in the Framework Plan to be designed to act as markers with distinguishing architectural or urban design treatments*

Environmental sustainability

- *To ensure Australian Best Practice environmentally sustainable design is met in relation to building energy management, water sensitive urban design, construction materials, indoor environment quality, waste management and transport.*

Public realm

- *To encourage active street frontages and pedestrian generating activities to be located along main roads.*

- *To ensure public spaces are minimally impacted by overshadowing, including preserving solar access in mid-winter to the key boulevards of Doncaster Road and Williamsons Road.*
- *To facilitate the enjoyment of public urban spaces/plazas, streetscapes, pedestrian and bicycle paths by ensuring that these areas are not excessively overshadowed or affected by wind tunnelling.*
- *To encourage artwork in suitable locations to contribute to creating a distinctive sense of identity.*

Open space and landscaping

- *To achieve development that provides accessible, safe, attractive and functional private and public open space opportunities, which are well connected and integrated within a permeable urban environment.*
- *To create a healthy and consistently landscaped environment that is dominated by native and indigenous planting.*
- *To maximise opportunities for landscaping in the public and private realm.*
- *To ensure each precinct has ready access to well designed public open space.*

Transport and access

- *To achieve development of circulation networks that focus on providing strong linkages within the Doncaster Hill Principal Activity Centre, and enhance public transport, pedestrian and bicycle users' amenity.*
- *To provide for well-defined vehicular, bicycle and pedestrian access both within and external to all precincts, with strong pedestrian crossing points to be established between the north and south sides of Doncaster Road.*
- *To encourage the integration of car parking areas into buildings and the unique sloping landform, including providing under-croft and basement as opposed to open-lot parking.*

Under the ACZ1, the subject site is located in **Precinct 3C**. The objectives for Precinct 3 (Clause 5.3-2) are as follows:

- *To encourage a greater mix of uses including residential and commercial uses in the precinct.*
- *To encourage an enhanced pedestrian environment within the precinct.*
- *To ensure development steps down the hill to maximise the northerly aspect and commanding views to the northern ranges.*
- *To encourage the provision of a pedestrian and bicycle network to Westfield Doncaster and the civic and education precinct.*

The following maximum height or setback requirements are outline in Table 5.3-3.

Precinct requirements

Sub-Precinct	Maximum height (Excluding Basement)	Design Element Height	Setbacks
3A	12.5m	None specified	5m from front boundary 4.1m from side boundaries 4.5m from rear boundary
3B	14.5m	None specified	5m from front boundary 4.5m from side boundaries 4.5m from rear boundary
3C	29m	5.8m above maximum height	5m to front podium edge from front boundary 15m to front tower edge from front boundary 4.5m from side boundaries 4.5m from rear boundary

OverlaysClause 45.06 Development Contributions Plan Overlay

A permit must not be granted to subdivide land, construct a building or construct or carry out works until a development contributions plan has been incorporated into this scheme.

This does not apply to the construction of a building, the construction or carrying out of works or a subdivision specifically excluded by a schedule to this overlay.

A permit granted must:

- Be consistent with the provisions of the relevant development contributions plan.*
- Include any conditions required to give effect to any contributions or levies imposed, conditions or requirements set out in the relevant schedule to this overlay.*

Clause 45.09 Parking Overlay

This overlay operates in conjunction with Clause 52.06. A schedule to this overlay may:

- Vary the requirements of Clause 52.06 as allowed by this overlay.*
- Specify additional requirements to the requirements of Clause 52.06 as allowed by this overlay.*
- Specify requirements for the provision of a financial contribution as a way of meeting the car parking requirements of Clause 52.06 or this overlay.*

Planning Policy Framework

The relevant sections of the state planning policy framework are as follows:

Clause 11.01-1 (Activity Centres) includes the objective to build up activity centres as a focus for high-quality development, activity and living for the whole community by developing a network of activity centres.

Clause 11.01-2 (Activity Centre Planning) includes the objective to encourage the concentration of major retail, residential, commercial, administrative, entertainment and

cultural developments into activity centres which provide a variety of land uses and are highly accessible to the community.

Clause 15.01-1 (Urban Design) seeks to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity. Strategies towards achieving this are identified as follows:

- *Promote good urban design to make the environment more liveable and attractive.*
- *Ensure new development or redevelopment contributes to community and cultural life by improving safety, diversity and choice, the quality of living and working environments, accessibility and inclusiveness and environmental sustainability.*
- *Require development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate.*
- *Ensure transport corridors integrate land use planning, urban design and transport planning and are developed and managed with particular attention to urban design aspects.*
- *Encourage retention of existing vegetation or revegetation as part of subdivision and development proposals.*

Clause 15.01-2 (Urban Design Principle) policy objective is:

- *To achieve architectural and urban design outcomes that contribute positively to local urban character and enhance the public realm while minimising detrimental impact on neighbouring properties.*

The strategy to achieve this is to apply the listed strategies to development proposals for non-residential development or residential development not covered by Clause 54, Clause 55 or Clause 56.

Responsible Authorities are also required to have regard to the State's *Design Guidelines for Higher Density Housing*, which is referenced at Clause 15.01 of the Scheme.

The strategies include the application of design principles to the proposed development relating to context, public realm, safety, pedestrian spaces, energy and resource efficiency, architectural quality and landscape quality.

Clause 15.01-4 (Design for Safety) policy objective is:

- *To improve community safety and encourage neighbourhood design that makes people feel safe.*

The policy seeks to improve community safety and encourage neighbourhood design that makes people feel safe. The strategy identified to achieve this objective is to ensure the design of buildings, public spaces and the mix of activities contribute to safety and perceptions of safety.

Clause 15.01-5 (Cultural Identity and Neighbourhood Character) policy objective is:

- *To recognise and protect cultural identity, neighbourhood character and sense of place.*

The clause includes several strategies to achieve this objective, including to:

- *Ensure development responds and contributes to existing sense of place and cultural identity.*
- *Ensure development recognises distinctive urban forms and layout and their relationship to landscape and vegetation.*
- *Ensure development responds to its context and reinforces special characteristics of local environment and place by emphasising:*
- *The underlying natural landscape character.*

- *The heritage values and built form that reflect community identity.*
- *The values, needs and aspirations of the community.*

Clause 15.02-1 Sustainable development: Energy and resource efficiency

The policy objective is:

- *To encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.*

The clause has the following strategies:

- *Ensure that buildings and subdivision design improves efficiency in energy use.*
- *Promote consolidation of urban development and integration of land use and transport.*
- *Improve efficiency in energy use through greater use of renewable energy.*
- *Support low energy forms of transport such as walking and cycling.*

Clause 18.01-1 Integrated Transport: Land use and transport planning

The policy objective is:

- *To create a safe and sustainable transport system by integrating land-use and transport.*

Clause 18.02-1 Movement networks: Sustainable personal transport

The policy objective is:

- *To promote the use of sustainable personal transport.*

Clause 18.02-2 Cycling

The policy objective is:

- *To integrate planning for cycling with land use and development planning and encourage as alternative modes of travel.*

The clause includes several strategies to achieve this objective including to:

Require the provision of adequate bicycle parking and related facilities to meet demand at education, recreation, shopping and community facilities and other major attractions when issuing planning approvals.

Clause 18.02-4 Management of the road system

The policy objective is:

- *To manage the road system to achieve integration, choice and balance by developing and efficient and safe network and making the most of existing infrastructure.*

Clause 18.02-5 Car parking

The policy objective is:

- *To ensure an adequate supply of car parking that is appropriately designed and located.*

The policy is relevant to the proposal because the application seeks a reduction in the standard car parking requirement of the Scheme. The objective is to ensure an adequate supply of car parking that is appropriately designed and located. It is also required to allocate or require land to be set aside for car parking subject to the existing and potential modes of access including public transport, the demand for off-street car parking, road capacity and the potential for demand management of car parking. Proposals are also encouraged to facilitate the use of public transport.

Local Planning Policy Framework (LPPF)

Municipal Strategic Statement

Clause 21.03 Key Influences

This clause identifies that future housing need and residential amenity are critical land-use issues that will challenge Manningham's future growth and sustainable development. The MSS acknowledges that there is a general trend towards smaller household size as a result of an aging population and smaller family structure which will lead to an imbalance between the housing needs of the population and the actual housing stock that is available.

This increasing pressure for re-development raises issues about how these changes affect the character and amenity of our local neighbourhoods. In meeting future housing needs, the challenge is to provide for residential re-development in appropriate locations, to reduce pressure for development in more sensitive areas, and in a manner that respects the residential character and amenity valued by existing residents.

Clause 21.09 Activity Centre and Commercial Areas

This policy outlines that *principal, major and identified neighbourhood activity centres will be the focus of increased residential growth and development*. In particular, Doncaster Hill Principal Activity Centre will:

- *Challenges mainstream community planning and building design to achieve desired environmental outcomes.*
- *Provides more local jobs to reduce journey to work trips.*
- *Provides housing where residents may walk to facilities and services.*
- *Encourages reduced levels of car ownership and increased public transport usage.*

The vision for Doncaster Hill Principal Activity Centre is outlined in Council's *Doncaster Hill Strategy (2002)* and includes:

- *To implement the objectives of Melbourne 2030 in respect of Principal Activity Centres as a focus for retail, social, commercial, entertainment, civic and residential uses.*
- *To integrate ecologically sustainable development principles and techniques into every facet of the design, construction and operation/occupancy stages of new development to raise the aspirations of all users, appropriate for a city looking towards a long-term, responsible and sustainable future.*
- *To ensure that built form outcomes demonstrate the use of contemporary architecture combined with innovative urban design and building techniques that incorporate ecologically sustainable design principles.*
- *To emphasise the existing dramatic landform of Doncaster Hill through built form that steps down the hill.*
- *To encourage high density, high rise residential development.*
- *To provide a greater diversity of dwelling types.*
- *To alleviate pressure for more intense residential development in established urban areas.*
- *To reduce travel demand and change travel behaviour.*
- *To promote the development of sustainable transport options.*
- *To meet the future infrastructure requirements of Doncaster Hill in a comprehensive, timely and equitable way.*
- *To develop an integrated mixed-use precinct for Doncaster Hill Activity Centre which provides for an appropriate mix of uses and functions on a location specific level, including the provision of:*
 - *mixed uses within buildings, particularly along boulevard locations*
 - *small scale retail opportunities at ground floor level in conjunction with other mixed use developments*
 - *additional commercial/office floor space*
 - *flexible floor spaces within buildings to ensure life cycle adaptability.*

Within Doncaster Hill Principal Activity Centre there are various precincts delineated in accordance with their topographic orientation and aspect on Doncaster Hill, their relationship to main roads, and their present and future uses.

Local Planning Policy

Clause 22.07 Outdoor Advertising Signs Policy

This policy applies to the erection and display of outdoor advertising signs and recognises that advertising signs are an important component of the built environment. While there is a need for the effective identification of businesses, a proliferation of signs, and signs that are poorly sited and designed, significantly detract from the attractiveness and amenity of the municipality. A clutter of signs also reduces the effectiveness of individual signs. It is important, therefore, that signs are displayed in a manner compatible with the character of the surrounding area and which avoids visual clutter. Advertising signs need to be clear, legible and visually attractive. Signs need to be well designed and should complement the area, building design, streetscape and any views.

Clause 22.08 Safety through urban design

This policy applies to all land in Manningham. It endeavours to provide and maintain a safer physical environment for those who live in, work in or visit the City of Manningham. The policy seeks attractive, vibrant and walkable public spaces where crime, graffiti and vandalism is minimised.

Clause 22.09 Access for disabled people

This policy also applies to all land in Manningham. It seeks to ensure that people with a disability have the same level of access to buildings, services and facilities as any other person. The policy requires the needs of people with a disability to be taken into account in the design of all proposed developments.

Clause 22.12 Environmentally Sustainable Development

This policy applies throughout the City of Manningham to residential and non-residential development that requires a planning permit in accordance with the thresholds in Table 1 of this Policy (except for land affected by the Activity Centre Zone (Schedule 1) that applies to Doncaster Hill). The policy contains an overarching objective that development should achieve best practice in environmentally sustainable development from the design stage through to construction and operation.

Particular Provisions

Clause 52.06 Car Parking

Pursuant to Clause 52.06-5, car parking is required to be provided at the following rate:

- *Restricted Retail – 1.5 spaces per 100 square meters*
- *Residential Hotel – unspecified (to the satisfaction of the Responsible Authority)*
- *Dwelling (residents) – 1 space per one and two bedroom dwelling*
- *Dwelling (visitors) – 1 space per ten dwellings*

Clause 52.06-9 outlines various design standards for parking areas that should be achieved.

Clause 58 Apartment Guidelines

Pursuant to Clause 58, the purpose of the control is to:

- *To encourage apartment development that provides reasonable standards of amenity for existing and new residents.*

- *To encourage apartment development that is responsive to the site and the surrounding area.*

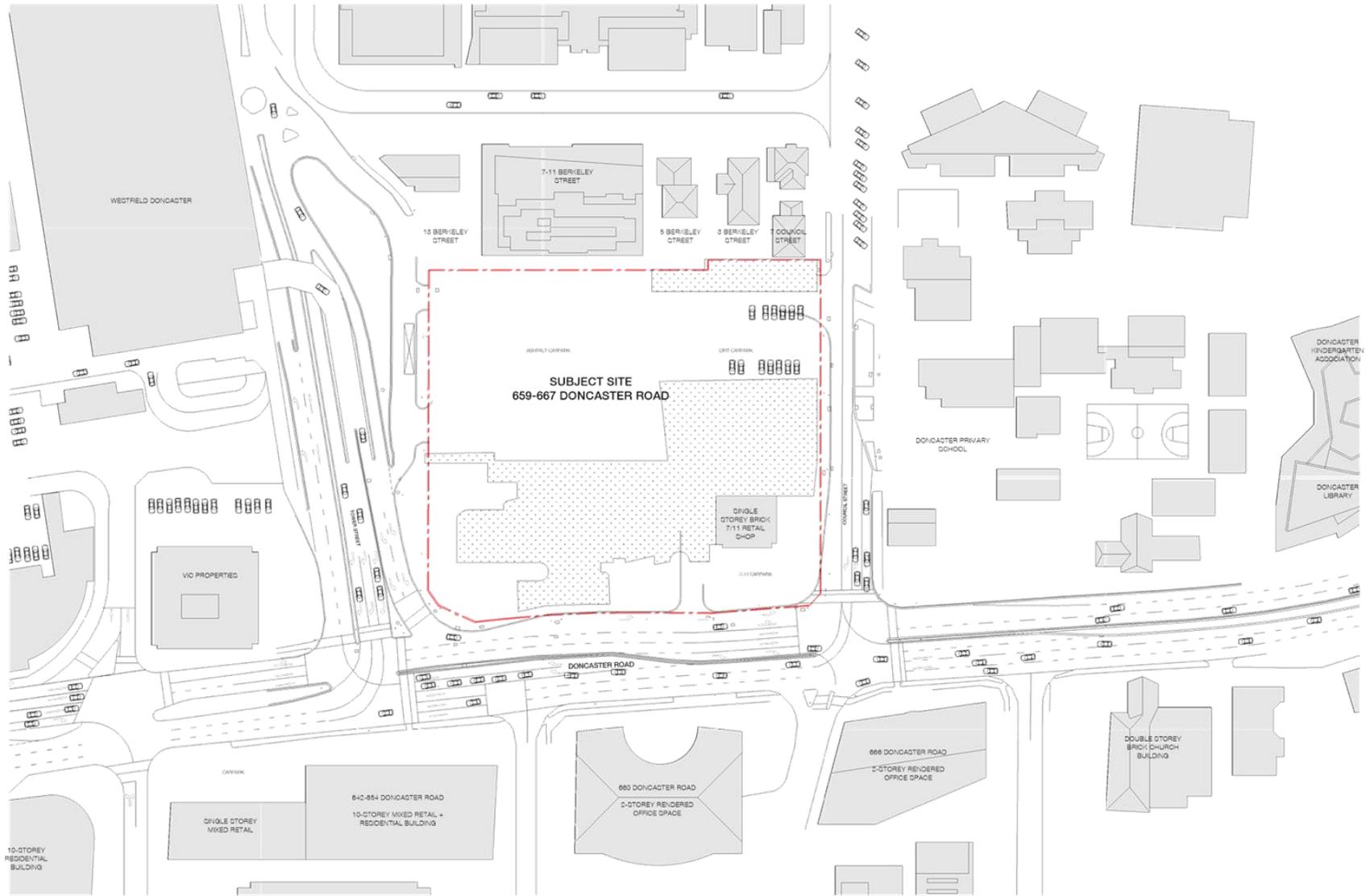
The control provides objectives and standards under the headings: Urban context, Site layout, Amenity Impacts, On-site amenity and facilities, Detail design and Internal Amenity. The Applicant has focused on a redesign of apartments so that the on-site amenity and Internal amenity standards are achieved.

General Provisions

Clause 65 Decision Guidelines

This clause outlines that before deciding on an application, the responsible authority must consider, as appropriate:

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The purpose of the zone, overlay or other provision.*
- *Any matter required to be considered in the zone, overlay or other provision.*
- *The orderly planning of the area.*
- *The effect on the amenity of the area.*
- *Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.*

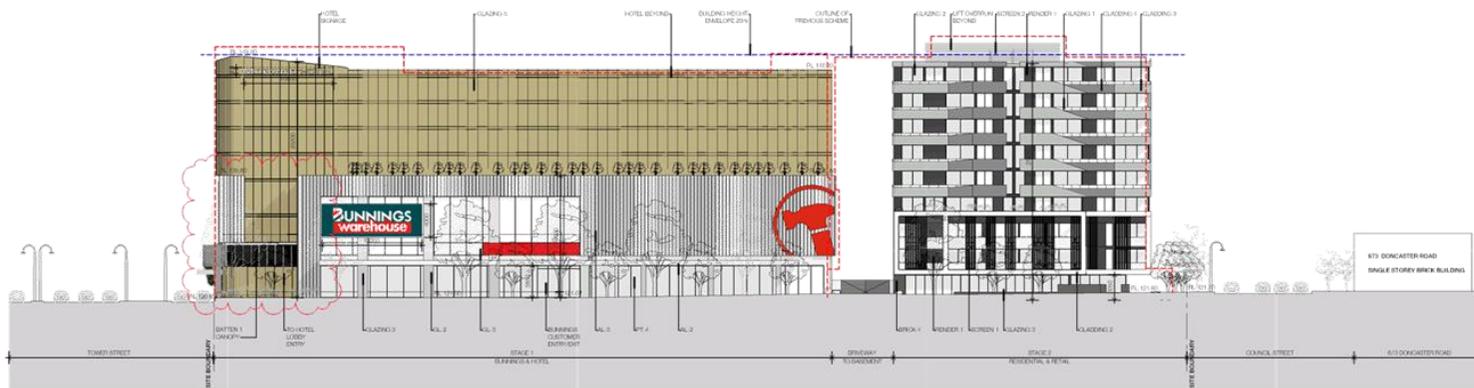


ClarkeHopkinsClarke
 115 Caspville Drive
 Colingwood Victoria 3086
 Telephone (03) 9419 4340
 Facsimile (03) 9419 4345
 Email stuart@chc.com.au
www.chc.com.au

Site Plan
 Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



28.02.2019
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Doncaster Road Elevation (South Elevation)



**Clarke
Hopkins
Clarke**

ClarkeHopkinsClarke
115 Casperville Drive
Colingwood, Victoria 3086
Telephone (03) 9419 4340
Facsimile (03) 9419 4345
Email studio@ohc.com.au
www.ohc.com.au

Doncaster Rd Elevation (South Elevation)
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Scale 1:250 @ A1
1:500 @ A3
0 5 10

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Tower Street Elevation (West Elevation)



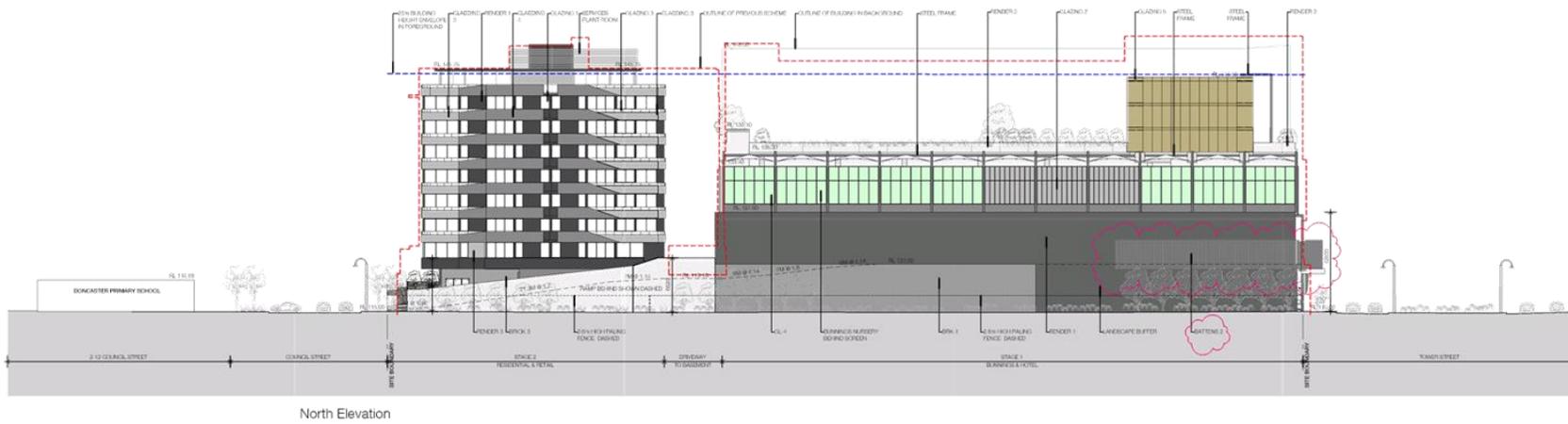
ClarkeHopkinsClarke
115 Caspville Drive
Coolingwood Victoria 3086
Telephone (03) 9419 4340
Facsimile (03) 9419 4345
Email studio@chc.com.au
www.chc.com.au

Tower St Elevation (West Elevation)
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Scale 1:250 @ A1
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0 5 10

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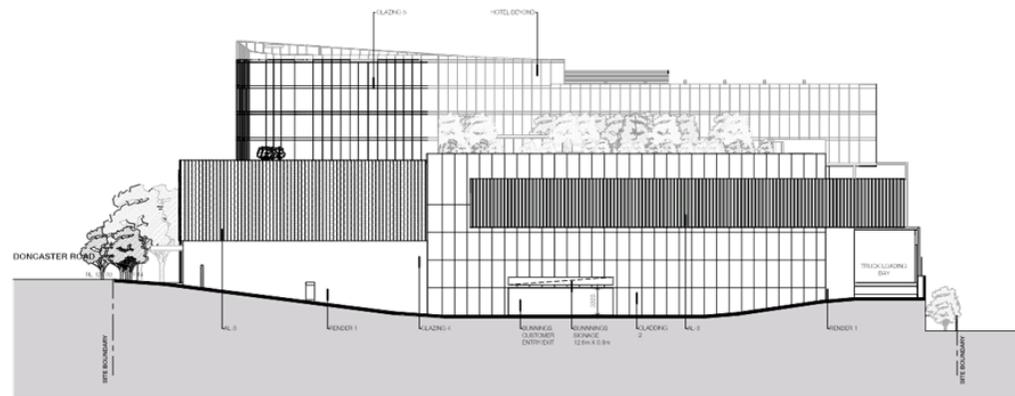
ClarkeHopkinsClarke
 115 Caskville Drive
 Colongwood Victoria 3086
 Telephone (03) 9419 4340
 Facsimile (03) 9419 4345
 Email studio@oho.com.au
www.oho.com.au

North Elevation (North Elevation)
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Scale 1:250 @ A1
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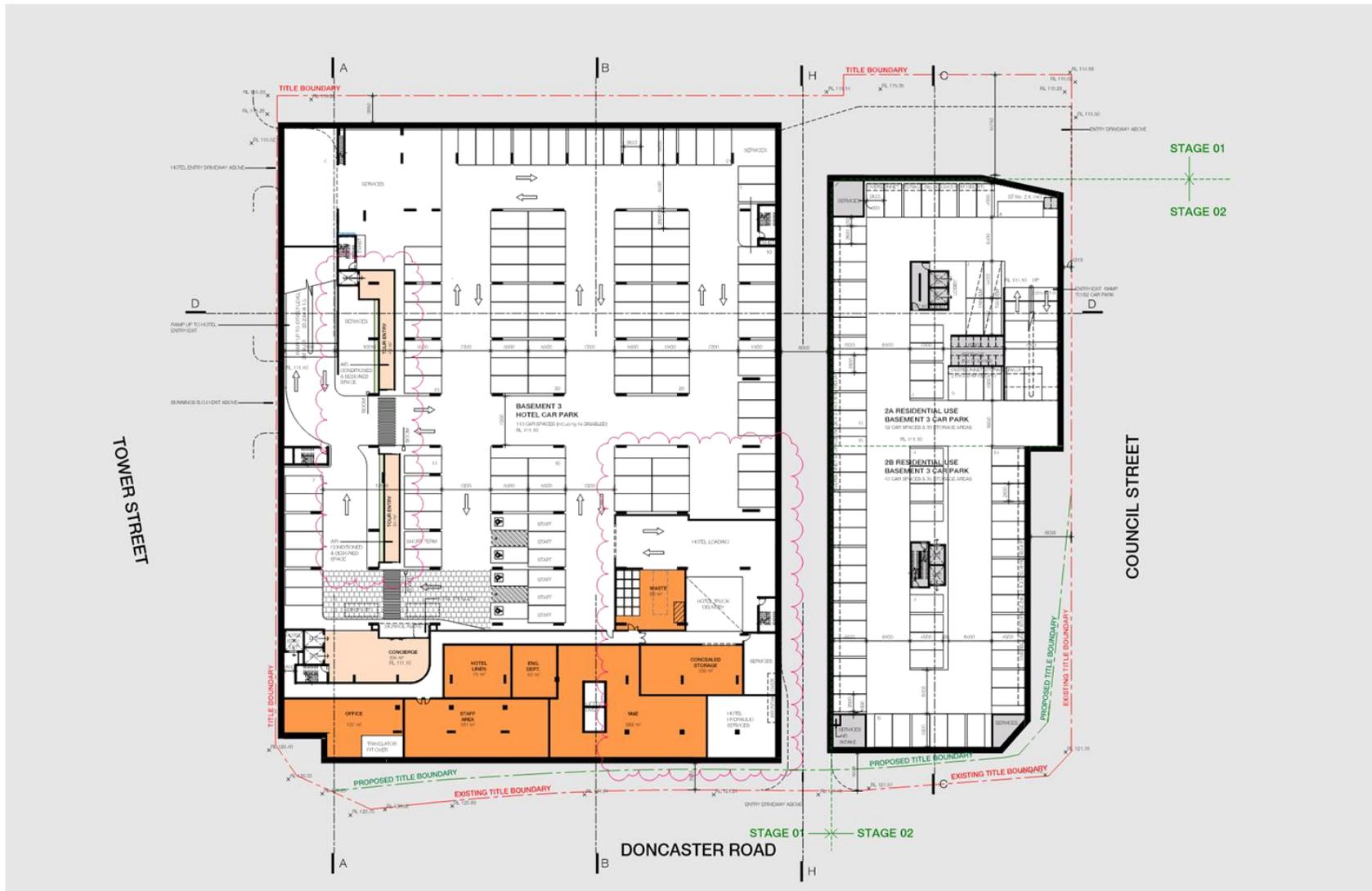
ClarkeHopkinsClarke
115 Caspary Drive
Colingwood Victoria 3086
Telephone (03) 9419 4340
Facsimile (03) 9419 4340
Email ahc@chc.com.au
www.chc.com.au

Section HH
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108

Scale 1:250 @ A1
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ClarkeHopkinsClarke
115 Casperville Drive
Coolingwood Victoria 3088
Telephone (03) 9419 4300
Facsimile (03) 9419 4345
Email studio@chc.com.au
www.chc.com.au

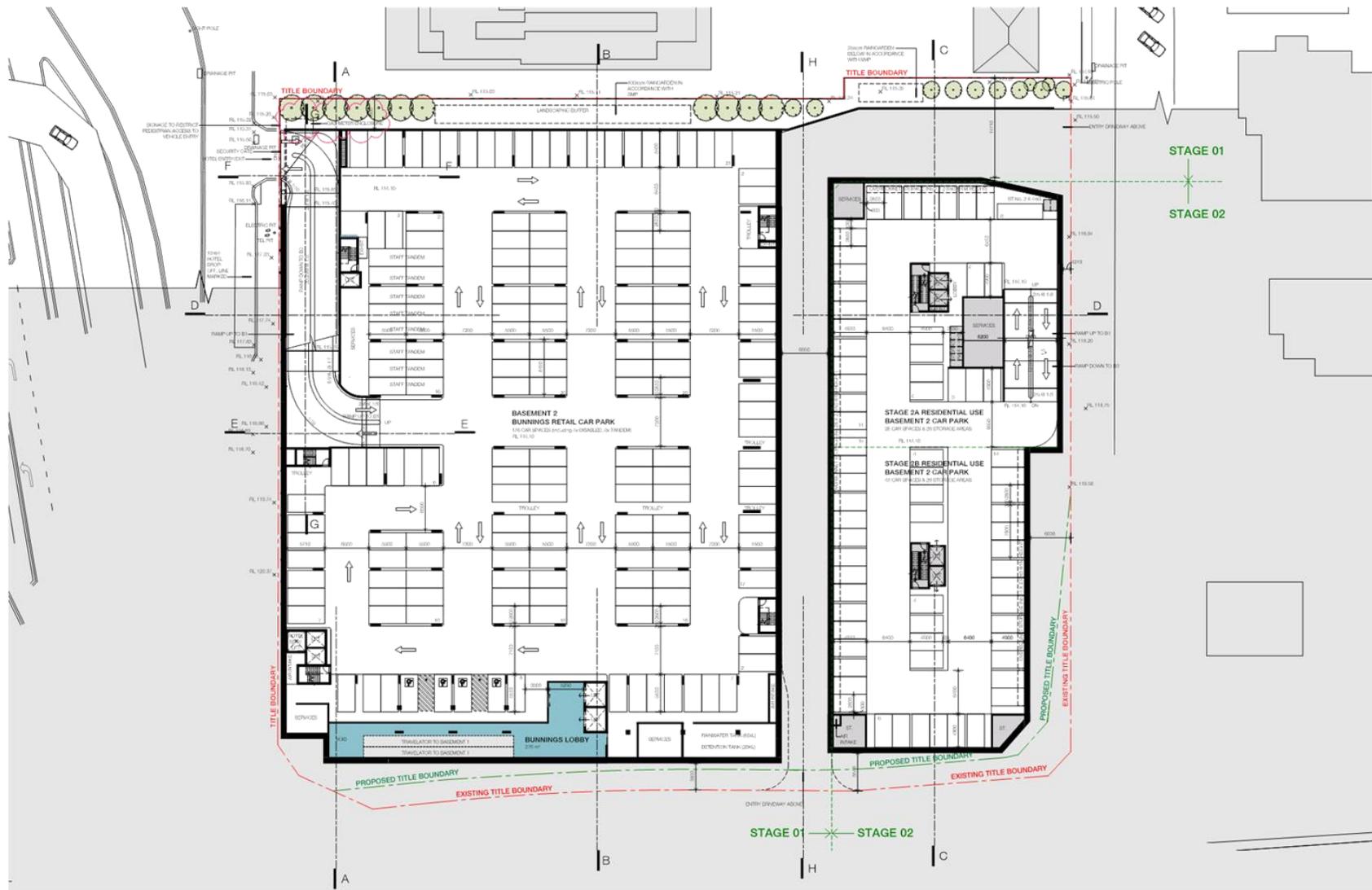
Basement B3 - Car Park Floor Plan
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



Scale 1:250 @ A1
1:500 @ A3

28.02.2019
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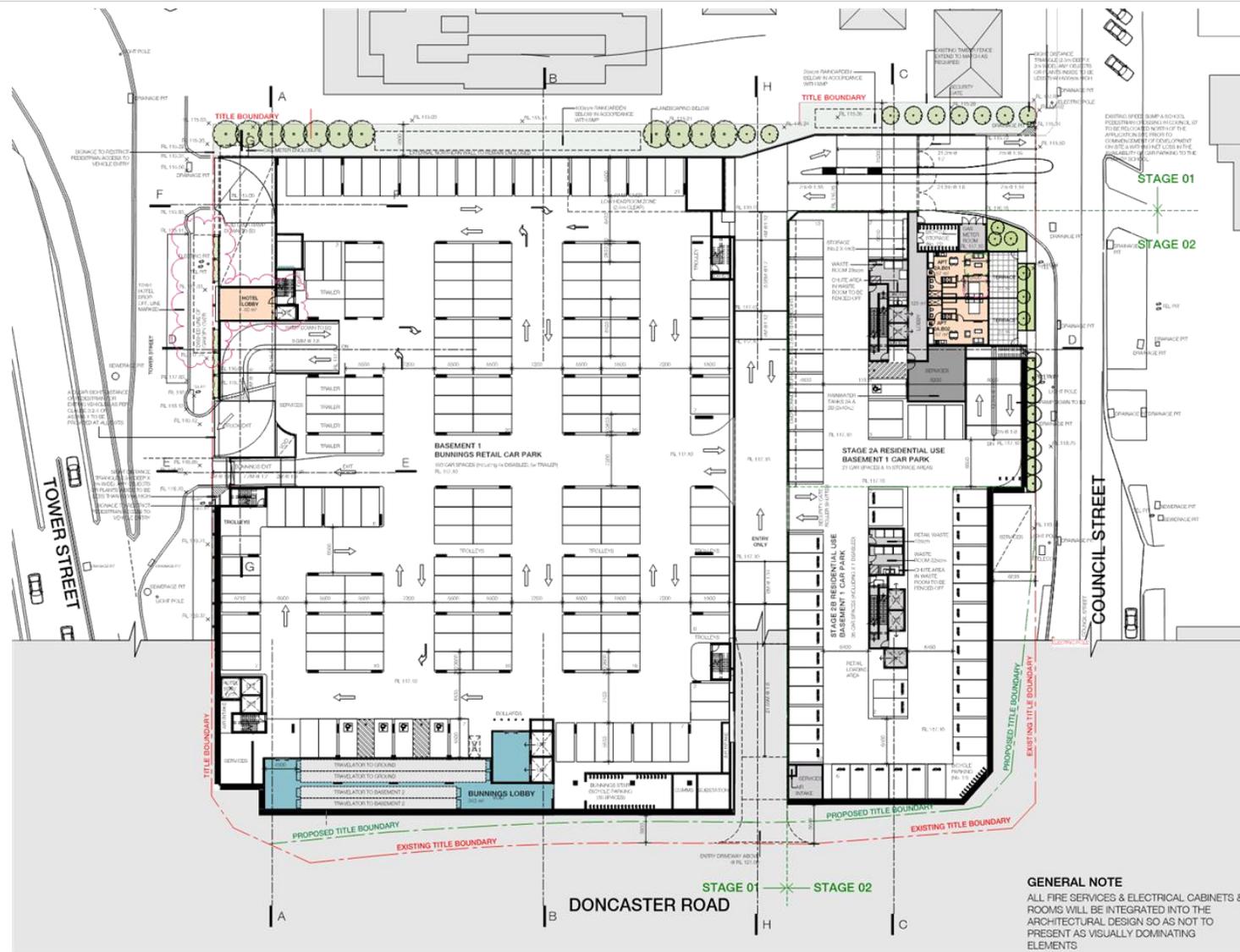


BUNNINGS warehouse **Clarke Hopkins Clarke**
 ClarkeHopkinsClarke
 115 Casperville Drive
 Colongwood Victoria 3086
 Telephone (03) 9419 4300
 Facsimile (03) 9419 4349
 Email stuart@chc.com.au
www.chc.com.au

Basement B2 - Car Park Floor Plan
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Scale 1:250 @ A1
 1:500 @ A3

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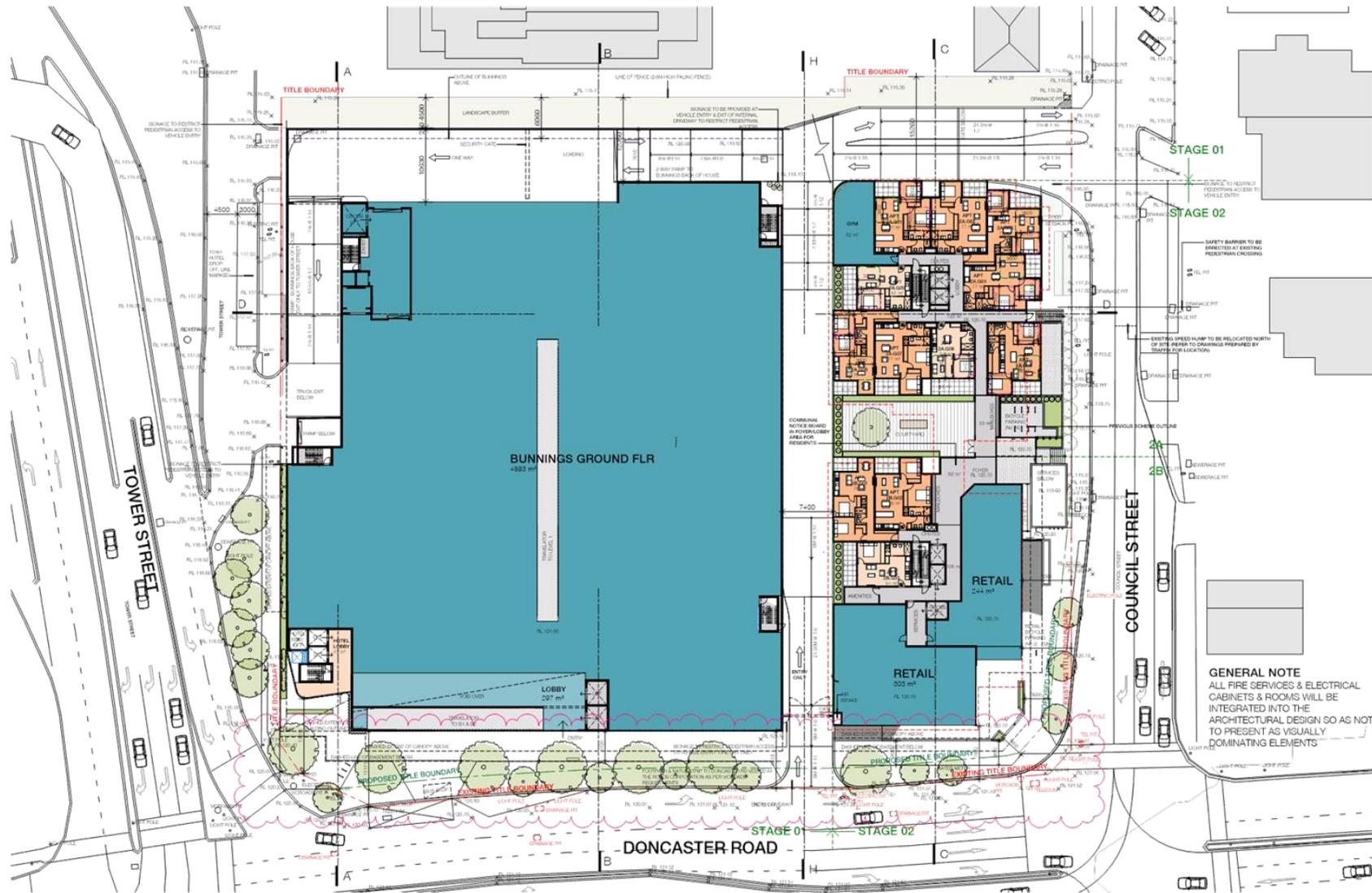
ClarkeHopkinsClarke
115 Casperville Drive
Colindale Avenue, Victoria 3086
Telephone (03) 9419 4340
Facsimile (03) 9419 4349
Email studio@chc.com.au
www.chc.com.au

Basement B1 - Car Park Floor Plan
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



Scale 1:250 @ A1
1:500 @ A3

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170094/SK111Z



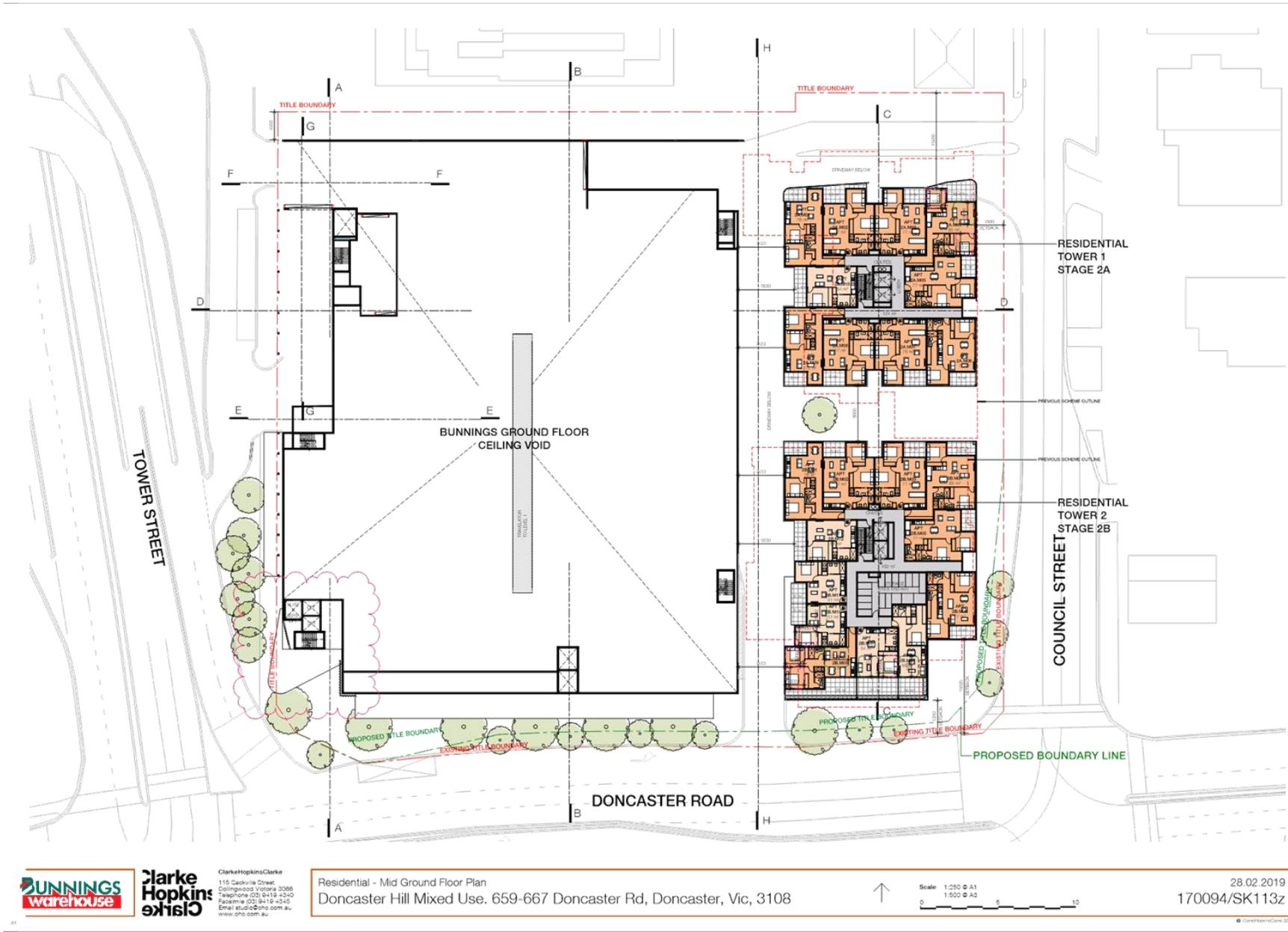
Clarke Hopkins Clarke

ClarkeHopkinsClarke
115 Casperville Drive
Colindalewood Victoria 3086
Telephone (03) 9419 4300
Facsimile (03) 9419 4349
Email stuart@chc.com.au
www.chc.com.au

Bunnings Ground Floor Plan
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108

Scale 1:250 @ A1
1:500 @ A3

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170094/SK112Z





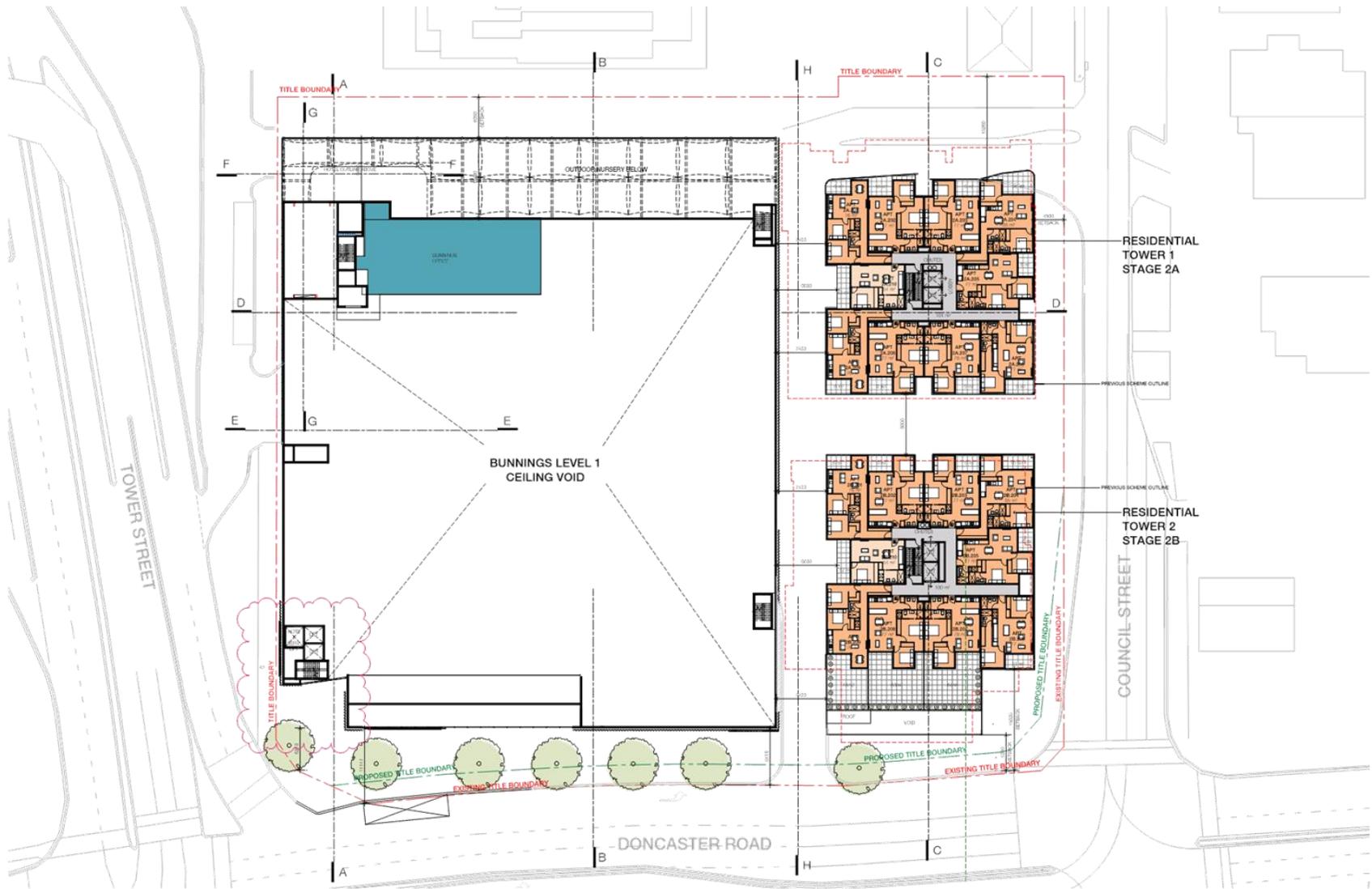
ClarkeHopkinsClarke
115 Casperville Drive
Colingwood Victoria 3066
Telephone (03) 9419 4340
Facsimile (03) 9419 4345
Email studio@chc.com.au
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Bunnings Level 1 Floor Plan
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



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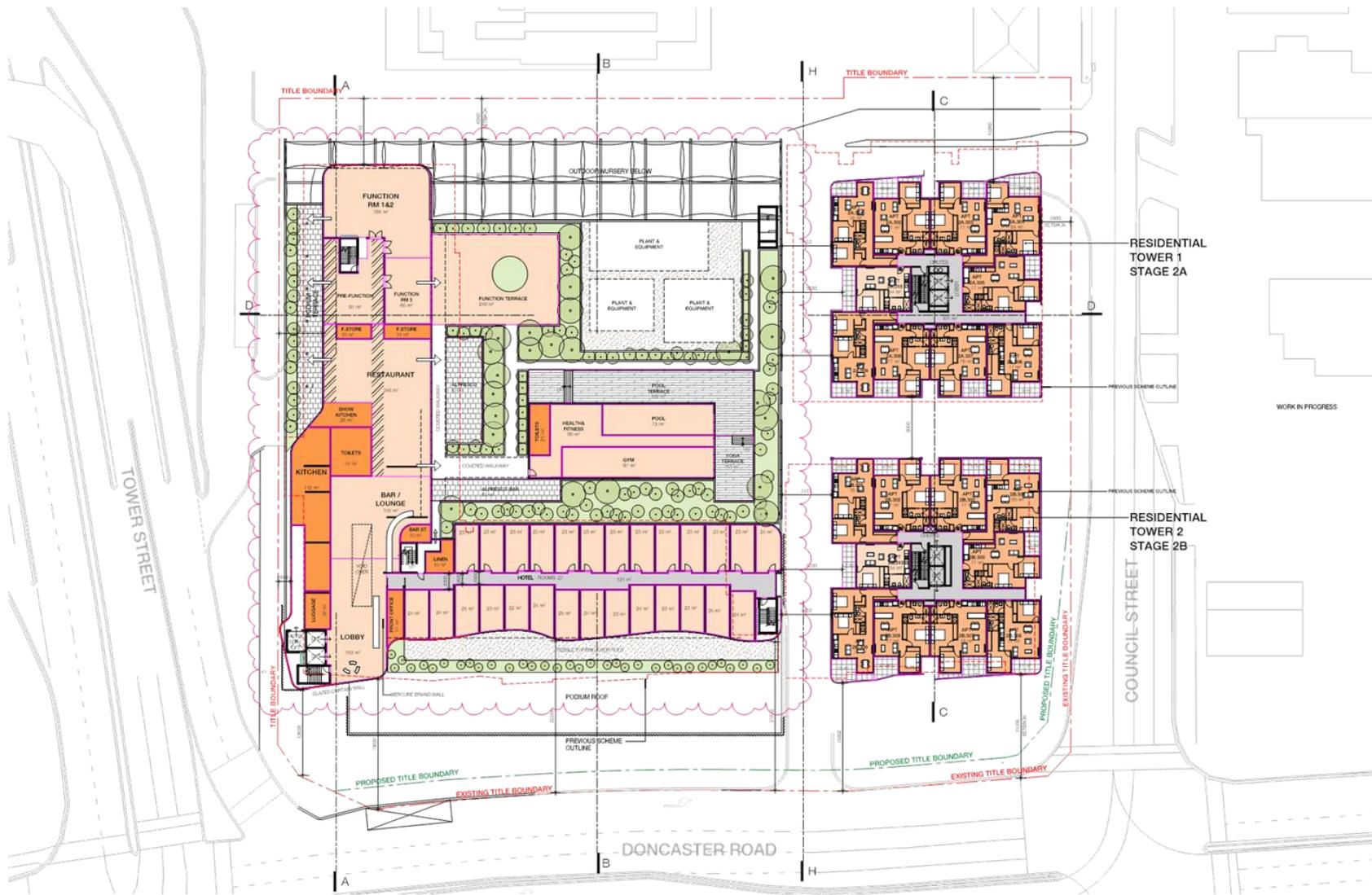


ClarkeHopkinsClarke
115 Casperville Drive
Colingwood Victoria 3066
Telephone (03) 9419 4340
Facsimile (03) 9419 4345
Email stuart@ohc.com.au
www.ohc.com.au

Residential - Level 2 Floor Plan
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



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ClarkeHopkinsClarke
 115 Casperville Drive
 Colongwood Victoria 3086
 Telephone (03) 9419 4340
 Facsimile (03) 9418 4340
 Email stul@chc.com.au
www.chc.com.au

Residential Floor Plans - Podium Level 3
 Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



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ClarkeHopkinsClarke
 115 Casperville Drive
 Colongwood Victoria 3086
 Telephone (03) 9419 4340
 Facsimile (03) 9419 4345
 Email stuart@oho.com.au
www.oho.com.au

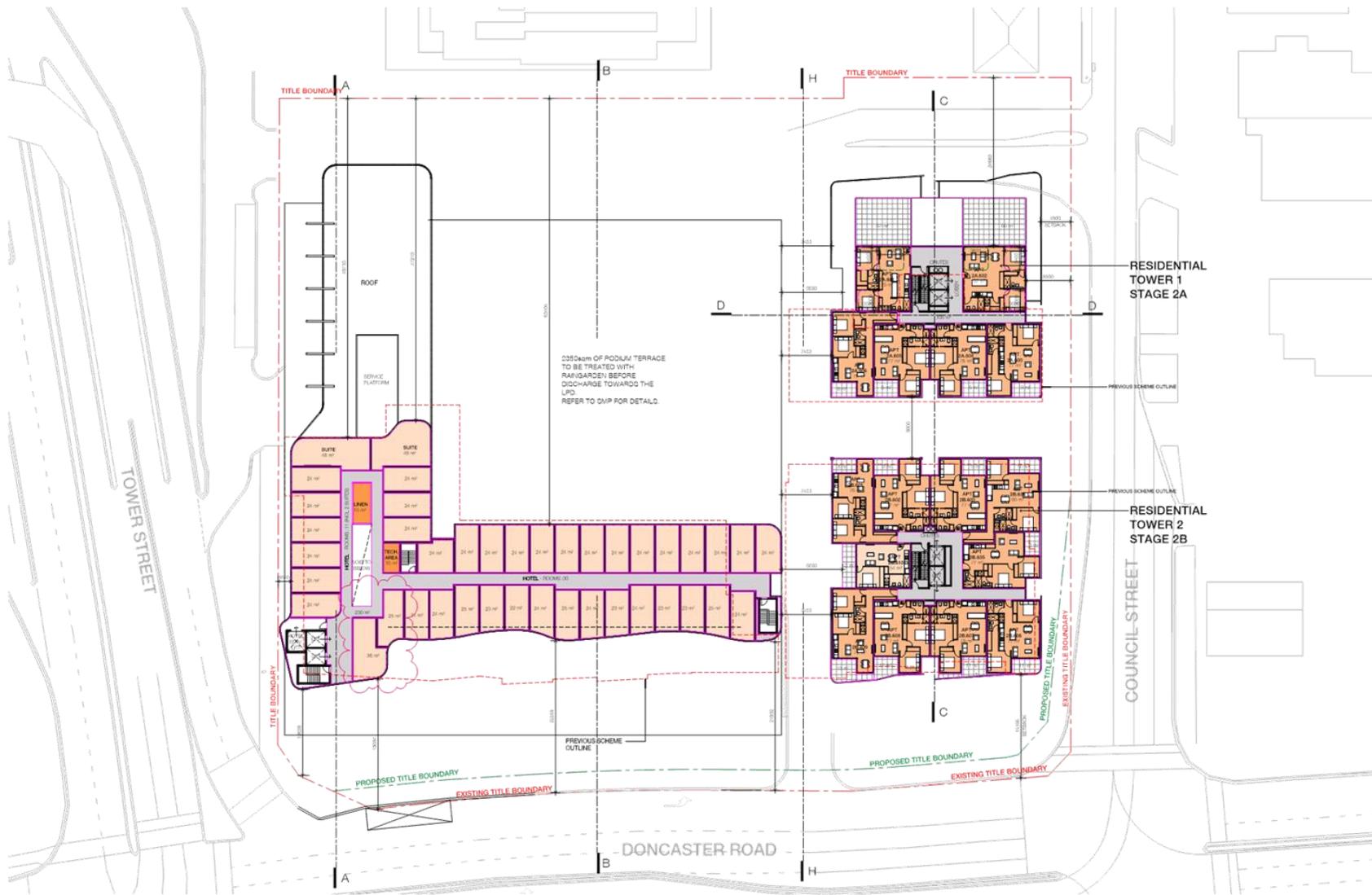
Residential Floor Plans - Level 4 & 5
 Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



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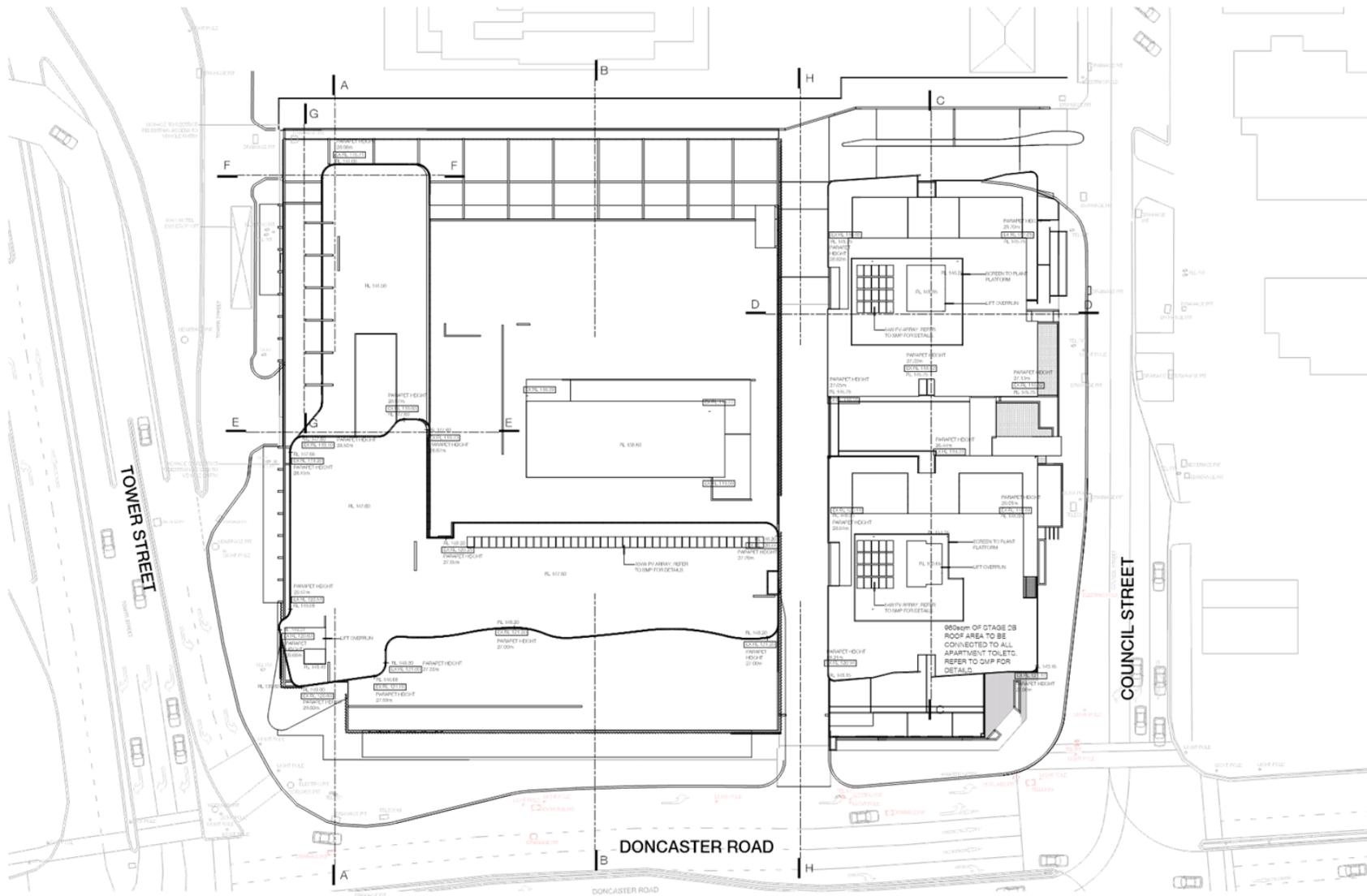


ClarkeHopkinsClarke
 115 Casperville Drive
 Colongwood Victoria 3086
 Telephone (03) 9419 4340
 Facsimile (03) 9419 4345
 Email stuart@ohh.com.au
www.ohh.com.au

Residential Floor Plans - Level 6
 Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



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Clarke Hopkins Clarke

ClarkeHopkinsClarke
115 Casperville Drive
Coolangubood Victoria 3086
Telephone (03) 9419 4300
Facsimile (03) 9419 4345
Email atd@chc.com.au
www.chc.com.au

Roof Plan
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



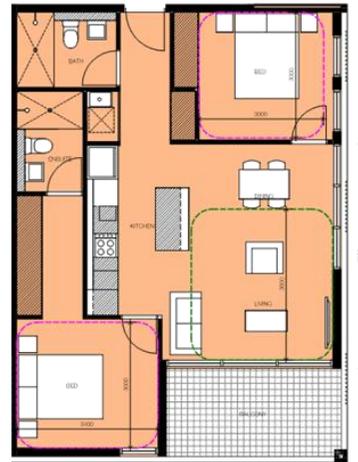
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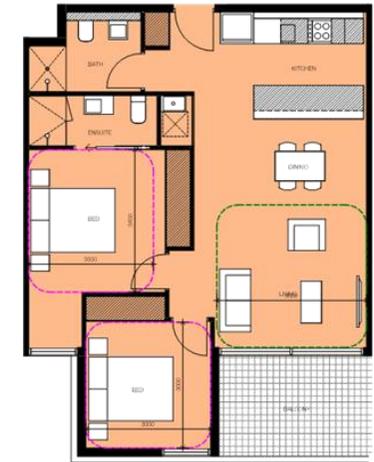
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Apartment Type 1 - 1 Bed



Apartment Type 2a - 2 Bed



Apartment Type 2b - 2 Bed

Legend - BADA Compliance

-  Long Axis Dimensions
-  Back Axis Dimensions
-  Accessible Pathway
-  Private Storage



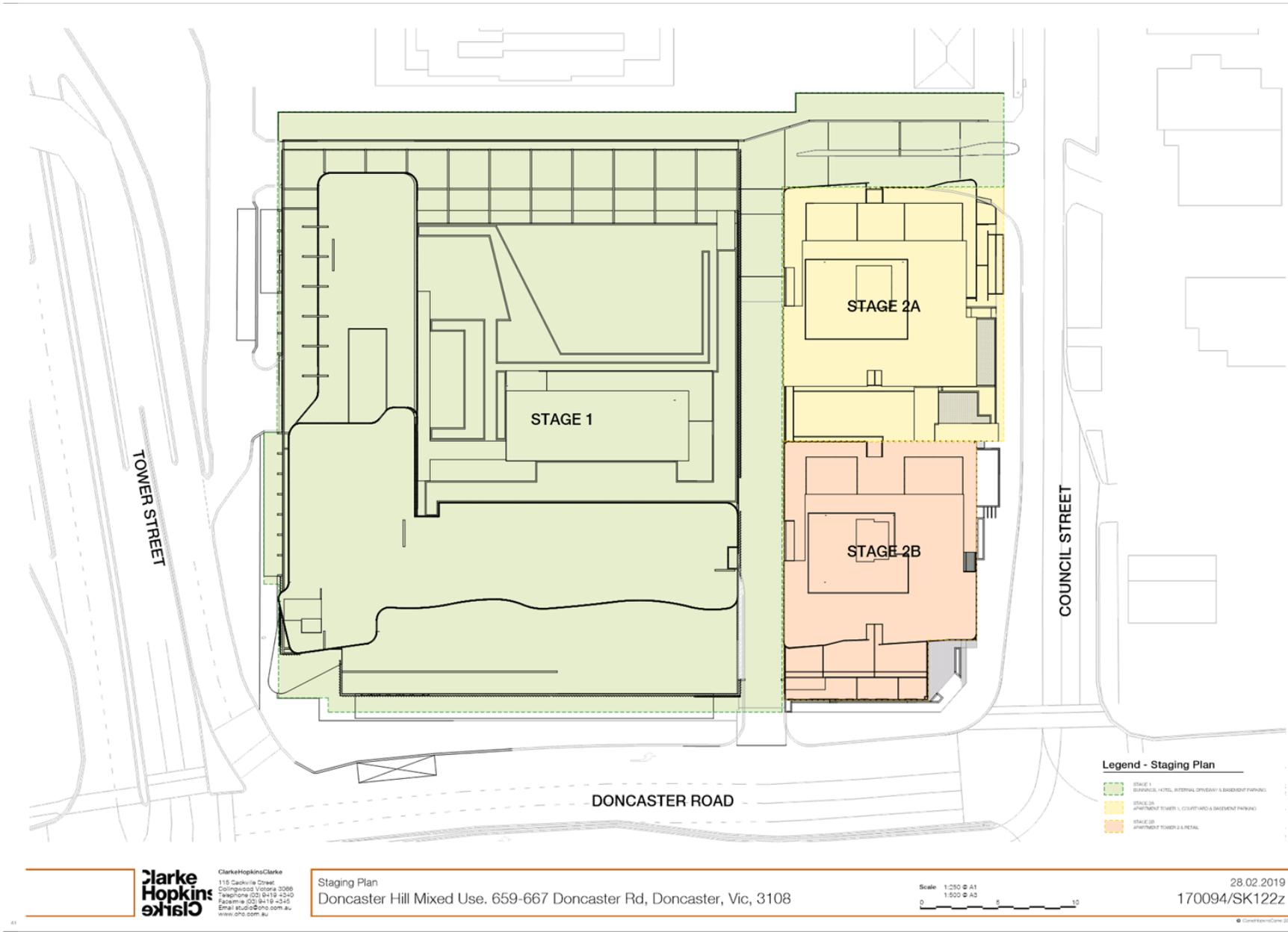
ClarkeHopkinsClarke
 115 Casperville Drive
 Colingwood, Victoria 3088
 Telephone (03) 9419 4340
 Facsimile (03) 9419 4340
 Email studio@ohio.com.au
www.ohio.com.au

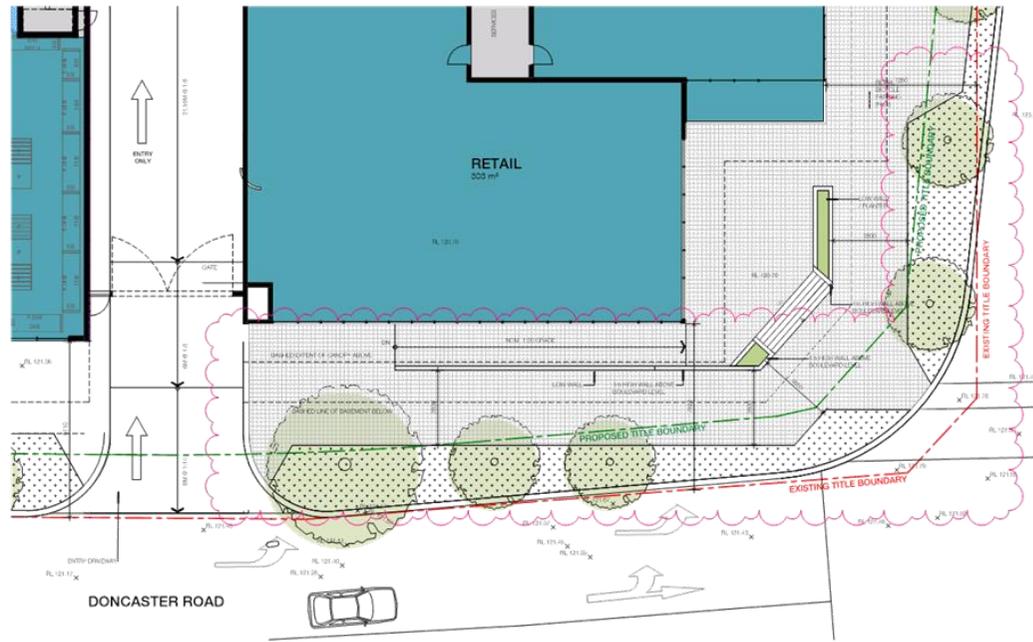
Typical Apartments
 Doncaster Hill Mixed Use, 659-667 Doncaster Rd, Doncaster, Vic, 3108

Scale 1:50 @ A1
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ClarkeHopkinsClarke
115 Caspville Drive
Colingwood Victoria 3086
Telephone (03) 9419 4340
Facsimile (03) 9419 4345
Email studio@chc.com.au
www.chc.com.au

Public Realm Plan - Stage 2
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Scale 1:200 @ A3
1:100 @ A1
0 5 10

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Shadows for June 22 at 11.30am



ClarkeHopkinsClarke
 115 Casperville Drive
 Colingwood, Victoria 3086
 Telephone (03) 9419 4340
 Facsimile (03) 9419 4345
 Email studio@chc.com.au
www.chc.com.au

Shadow Study - 22 June 11.30am
 Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



Scale 1:500 @ A1
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ClarkeHopkinsClarke
 115 Casperville Street
 Colingwood, Victoria 3086
 Telephone (03) 9419 4340
 Facsimile (03) 9419 4345
 Email studios@ohc.com.au
www.ohc.com.au

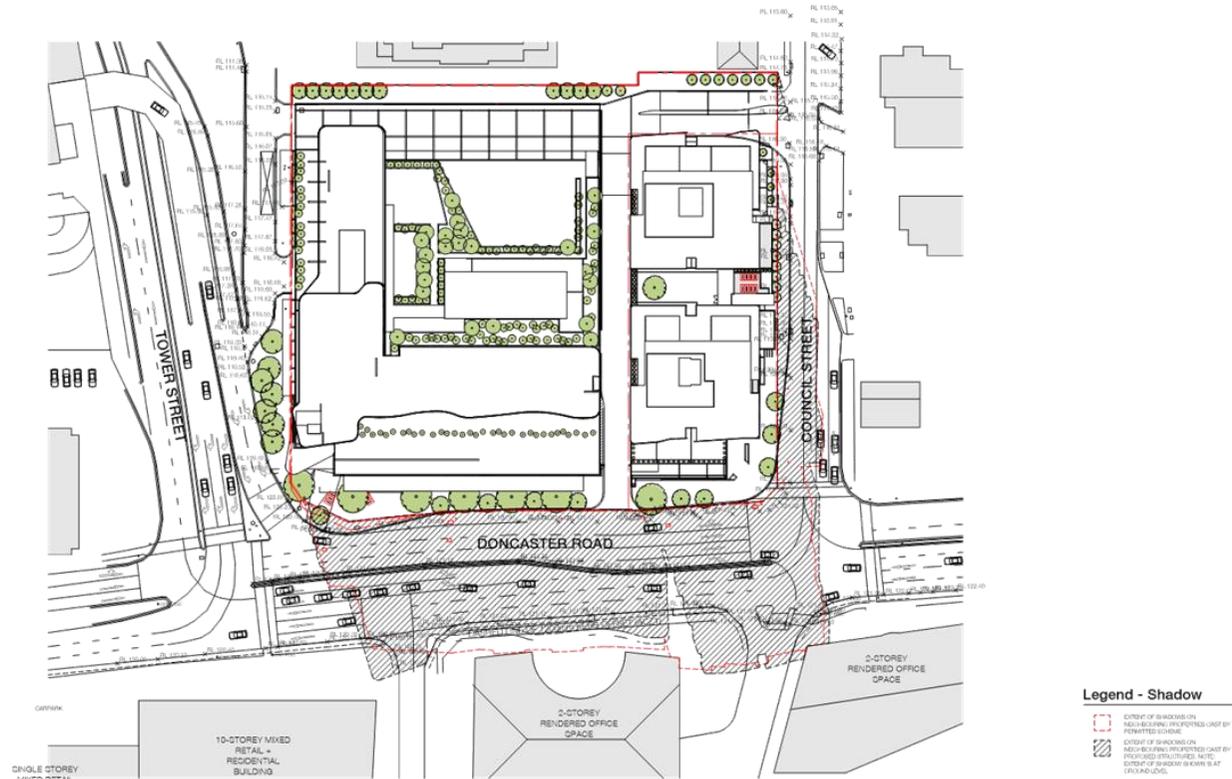
Shadow Study - 22 June 12.30pm
 Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



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Shadows for June 22 at 1.30pm



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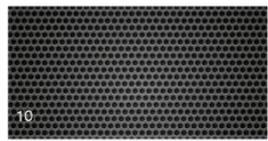
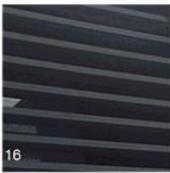
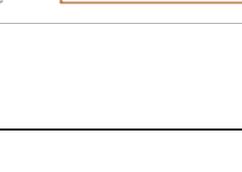
ClarkeHopkinsClarke
115 Caspville Drive
Colingwood Victoria 3086
Telephone (03) 9419 4340
Facsimile (03) 9419 4345
Email studio@chc.com.au
www.chc.com.au

Shadow Study - 22 June 1.30pm
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108



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	ITEM / LOCATION	MATERIAL / FINISH
	01 - Render 1	Colour: 'Charcoal'
	02 - Render 2	Colour: 'White'
	03 - Render 3	Colour: 'Light Grey'
	04 - Render 4	Colour: 'Grey'
	05 - Glazing 1	Grey Tint
	06 - Glazing 2	Dark Grey Tint
	07 - Glazing 3	Clear
	08 - Glazing 4	Colourback glass 'Bunnings Red'
	09 - Glazing 5	Bronze Glass
	10 - Perforated Mesh	Colour: 'Charcoal'
	11 - Battens 1	Feature Battens, Colour: 'Bronze'
	12 - Battens 2	White Metal Battens
	13 - Battens 3	Colour: 'Timber Look'
	14 - Metal Canopy	Colour: 'Charcoal'
	15 - Screen 1	Aluminium vertical screen dark bronze powdercoat
	16 - Screen 2	Horizontal screen charcoal aluminium
	17 - Cladding 1 - Flush Metal Panel	Colour: 'Bronze'
	18 - Cladding 2	Colour: 'White'
	19 - Cladding 3	Colour: 'Light Grey'
	20 - Cladding 4	Colour: 'Grey'
	21 - Cladding 5	Colour: 'Dark Grey'
	22 - Cladding 6	Colour: 'Charcoal'
	23 - Cladding 7	Colour: 'Timber Look'
	24 - Brick 3	Colour: 'Light Grey'
	25 - Brick 4	Colour: 'Blue Grey'



ClarkeHopkinsClarke
 115 Caspville Drive
 Colingwood Victoria 3086
 Telephone (03) 9419 4340
 Facsimile (03) 9419 4345
 Email stuart@ohh.com.au
www.ohh.com.au

External Schedule of Finishes
 Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108

28.02.2019
 170094/SK800z

EXTERNAL FINISHES LEGEND

- | | | | |
|---|---|---|---|
| <p>1  CON-1
CONCRETE
NATURAL FINISH</p> <p>2  CON-2
PAINTED CONCRETE
TO MATCH APOLIC CHARCOAL</p> <p>3  AL-1
BLACK MATT POWDERCOATED
ALUMINIUM COLOUR 1 WINDOW/DOOR
FRAMES</p> <p>4  AL-2
COLORBOND BASALT PREFINISHED
METAL FLASHINGS, TRIMS BLACK
MATT POWDERCOATED ALUMINIUM
FAÇADE FINS - COLOUR 1</p> <p>5  AL-3
FAÇADE FINS COLOUR 1
WHITE</p> | <p>6  AL-4
FAÇADE FINS COLOUR 2
ALPOLIC M7776 MONOTONE SLATE</p> <p>7  MP-1
METAL PANEL COLOUR 1
COLORBOND COVE</p> <p>8  MP-2
METAL PANEL COLOUR 2
PERFORATED ANODISED ALUMINIUM</p> <p>9  GL-1
GLAZING TYPE 1
CLEAR GLASS</p> <p>10  GL-2
GLAZING TYPE 2
LOW-E GLASS</p> | <p>11  GL-3
GLAZING TYPE 3 - FLAME RED
TINTED GLASS - FEATURE ACCENT</p> <p>12  GL-4
DANPALON POLYCARBONATE PANELS
COLOUR: GREEN</p> <p>13  GL-5
COLOUR/SPANDREL GLAZING</p> <p>14  BRK-1
FACE BRICK TYPE 1
AUSTRAL BRICKS 'INDUSTRIAL' IRON</p> <p>15  BRK-2
FACE BRICK TYPE 2
AUSTRAL BRICKS 'INDUSTRIAL' CHAR</p> | <p>16  PT-1
PAINTED FINISH CFC PANELS
OFF-WHITE</p> <p>17  PT-2
PAINTED FINISH CFC PANELS
BUNNINGS GREEN DULUX 87745</p> <p>18  PT-3
PAINTED FINISH CFC PANELS
BUNNINGS RED DULUX 87742</p> <p>19  PT-4
PAINTED FINISH CFC PANELS
TEAHOUSE DULUX G423</p> |
|---|---|---|---|



ClarkeHopkinsClarke
115 Caspville Street
Colingwood Victoria 3086
Telephone (03) 9419 4340
Facsimile (03) 9419 4345
Email atd@chc.com.au
www.chc.com.au

External Schedule of Finishes - Bunnings
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108

28.02.2019
170094/SK801z



**Clarke
Hopkins
Clarke**

ClarkeHopkinsClarke
115 Casperville Drive
Colingwood Victoria 3088
Telephone (03) 9419 4340
Facsimile (03) 9419 4345
Email ahc@chc.com.au
www.chc.com.au

Street View - Doncaster Rd corner Council St
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108

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NOTE: BOULEVARD TREES REMOVED FROM VIEW FOR CLARITY



**Clarke
Hopkins
Clarke**

ClarkeHopkinsClarke
115 Casperville Drive
Colingwood, Victoria 3086
Telephone (03) 9419 4340
Facsimile (03) 9419 4340
Email studio@chc.com.au
www.chc.com.au

Street View - Doncaster Rd corner Tower St
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108

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**Clarke
Hopkins
Clarke**

ClarkeHopkinsClarke
115 Casperville Street
Colingwood, Victoria 3066
Telephone (03) 9419 4240
Facsimile (03) 9419 4240
Email studio@oho.com.au
www.oho.com.au

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Clarke Hopkins Clarke
115 Caspville Drive
Colingwood Victoria 3086
Telephone (03) 9419 4340
Facsimile (03) 9419 4340
Email ahc@chc.com.au
www.chc.com.au

Street View - Tower St
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108

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Clarke Hopkins Clarke
115 Caspary Drive
Colingwood Victoria 3066
Telephone (03) 9419 4340
Facsimile (03) 9419 4340
Email studio@chc.com.au
www.chc.com.au

Street View - Lobby Close-up
Doncaster Hill Mixed Use. 659-667 Doncaster Rd, Doncaster, Vic, 3108

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**Clarke
Hopkins
Clarke**
ClarkeHopkinsClarke
115 Casperville Street
Collingwood, Victoria 3066
Telephone (03) 9419 4340
Facsimile (03) 9419 4340
Email studio@chc.com.au
www.chc.com.au

Street View - Stage 2 Close-up
Doncaster Hill Mixed Use, 659-667 Doncaster Rd, Doncaster, Vic, 3108

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9.2 Planning Application PLN18/0121 at 8 Montgomery Street, Doncaster East for the construction of 18 townhouses with associated basement car parking, and a reduction to the standard resident car parking requirements

File Number:	IN19/202
Responsible Director:	Director City Planning and Community
Applicant:	Simon Martyn - Fulcrum Urban Planning Pty. Ltd.
Planning Controls:	Residential Growth Zone, Schedule 3 (RGZ3), Design and Development Overlay, Schedule 13 (DDO13)
Ward:	Koonung
Attachments:	1 Decision Plans ↓ 2 Legislative Requirements ↓

EXECUTIVE SUMMARY

Purpose

1. This report provides Council with an assessment of the planning permit application submitted for 8 Montgomery Street, Doncaster East and recommends its refusal. The application is being reported to Council as it is a Major Application (with more than 15 dwellings and a development cost of more than \$5 million).

Proposal

2. The proposal is for buildings and works associated with the construction of 18 townhouses with one level of basement car parking. Sixteen of the townhouses are four-storeys in height and two of the townhouses are two-storeys (with these to be allocated for the purpose of Affordable Housing in accordance with the prescribed restrictions on Title). A reduction in the standard car parking requirements is also sought for the resident car spaces associated with the Affordable Housing dwellings.
3. The land has a total area of 1,873m². The building has an overall site coverage of 59.6% and the site permeability is 22.6%. The building has a maximum height of 12.7 metres. A total of 32 resident car spaces is provided on-site in the form of tandem garaging within the basement level.

Advertising

4. Notice of the application was given over a three week period which concluded on 10 October 2018.
5. Two objections have been received to date (including one multi-signatory objection). The grounds of objection include issues relating to neighbourhood character (particularly building height and street setback), insufficient on-site parking and associated pressures upon the street network, increased traffic and safety implications.

Assessment

6. The development of the land for eighteen dwellings in the manner proposed is inconsistent with the relevant objectives of State and local planning policies of the Manningham Planning Scheme, including the requirements of the Clause 21.05 (Residential). More particularly, the proposal is contrary to the design objectives of the Design and Development Overlay, Schedule 13, and a number of Objectives of Clause 55 (ResCode) with respect to internal and external amenity.
7. These inconsistencies largely relate to the development typology, the intensity and treatment of built form with respect to façade presentation and setbacks, and an overall inadequacy of landscaping.
8. Internal amenity is substantially compromised by virtue of the overall layout and siting of the townhouses. Specific concern is raised with functional layout, private open space provision, accessibility, safety and integration, and access to sunlight. Car parking provision is inadequate and access arrangements fail to provide for safe and efficient vehicular circulation.
9. Whilst the opportunity for increased housing supply, and particularly the provision for Affordable Housing is a desired outcome to support this particular Activity Centre and the Municipality as a whole, the manner in which it is being proposed fails to achieve the preferred built form outcomes, and levels of amenity for future residents that is to be expected.

Conclusion

10. This report concludes that the proposal does not sufficiently comply with the relevant planning policy in the Scheme and should not be supported.
11. It is recommended that the application be refused.

COUNCIL RESOLUTION

MOVED: CR MIKE ZAFIROPOULOS
SECONDED: CR ANNA CHEN

That Council:

- A. Having considered all objections, issue a NOTICE OF REFUSAL TO GRANT A PERMIT in relation to Planning Application PLN18/0121 at 8 Montgomery Street, Doncaster East for the construction of 18 dwellings with associated basement car parking and a reduction in the standard resident car parking requirements, for the following reasons –**
 - 1. The proposed townhouse typology fails to provide a higher density development that offers a greater level of housing choice and diversity, as envisaged for the Doncaster East Village Activity Centre and relevant policy principles at both a higher and local level.**
 - 2. The cramped siting and layout of the townhouses results in excessive building mass and insufficient spacing and landscape opportunity, which is contrary to the preferred neighbourhood character and design objectives as defined by Clause 21.05 Residential and Clause 43.02 Design and Development Overlay, Schedule 13, of the Manningham Planning Scheme.**

3. The proposal will have negative impacts upon the streetscape due to the dominance of built form and the extent of hard surfacing and fencing that occupies the front setback area at the expense of suitable landscaping.
4. The siting and design of the townhouses will result in compromised levels of internal amenity, with deficiencies associated with the internal layouts, secluded open space areas, solar access, privacy and energy efficient design measures, contrary to the relevant Objectives and Standards of Clause 55 and Clause 21.05-4 *Residential* of the Manningham Planning Scheme.
5. The Affordable Housing has not been suitably integrated into the development in a cohesive or equitable manner, particularly with respect to built-form and accessibility.
6. The treatment of the central walkway does not encapsulate a high level of amenity due to compromised safety, poor street connectivity and a lack of internal spacing to provide suitable visual relief, landscaping and solar access. The connection to the frontage is also poorly executed and fails to create an appropriate sense of arrival or street address.
7. Neighbouring amenity is not suitably protected as a result of insufficient setbacks, the absence of screen planting, and visual dominance associated with the treatment of the eastern elevations, contrary to the relevant Objectives and Standards of Clause 55 of the Manningham Planning Scheme.
8. The proposal is contrary to the purpose and design standards of Clause 52.06 of the Manningham Planning Scheme due to car parking and access inadequacies which fail to provide for a safe and efficient environment for users, and will adversely affect the amenity of the immediate area due to associated on-street parking pressures and compromised traffic safety.

CARRIED

2. BACKGROUND

Site history

- 2.1 Historically, the subject site formed part of a larger, Council owned property known as 2-10 Montgomery Street, which consisted of five land parcels. The subject site at 8 Montgomery Street was developed with a building and associated parking which was formally occupied by "Doncare", and more recently by the Doncaster City Church. No. 10 Montgomery Street provided for further car parking.
- 2.2 At its meetings of 21 April 2015, 24 November 2015 and 26 April 2016, Council resolved several matters to facilitate the sale of the subject site, being 8-10 Montgomery Street (now known as 8 Montgomery Street) and a strip of land to the west, including:

- The rezoning of the subject site and (and 14 and 16 Montgomery Street) to the General Residential Zone, Schedule 2 and the application of a Design and Development Overlay, Schedule 13. The related Amendment C102 to the Manningham Planning Scheme was exhibited, submissions considered, a panel hearing held, the panel report considered by Council and the amendment submitted to the Minister for Planning for approval (9 May 2016). It is noted that these sites were later rezoned to the Residential Growth Zone, Schedule 3 in light of garden area restrictions which later followed.
- A resolution (26 April 2016) was made to commence the Expression of Interest (EOI) process, including giving public notice of its intention to sell 8-10 Montgomery Street pursuant to sections 189 and 223 of the *Local Government Act 1989*;
- The Notice of Intention to Sell Land was published in the Manningham Leader on 9 May, 2016 and the closing date for receipt of submissions was 7 June, 2016.
- As no submissions were received and the recommendation to proceed with the sale adopted by Council at its meeting in July 2016.
- A car parking management plan for the Montgomery Street precinct was considered to implement the upgrading of the associated laneway located to the south of the site.

2.3 A Section 173 Agreement was registered on Title, covenanting the following obligations upon the land owner:

- That in any development of the Subject Land, not less than 10% of the dwellings constructed will be Affordable Housing dwellings;
- To transfer the freehold title to the Affordable Housing to the nominated Community Housing Limited as soon as practicable following completion of the Affordable Housing, and that it remain in the ownership of that registered agency and not transferred to a third party;
- That such housing only be occupied by persons eligible for social housing, and be offered for occupation at a rate which is at least 25% below the Market Value Rent for the Affordable Housing; and
- That vehicular access to the site be provided via Montgomery Street only.

Application history

2.4 Following the sale of the property, a pre-application request was submitted in August 2017, presenting a proposal for 17 five-storey townhouses. The layout was similar to what is currently proposed, although with parking provided at-grade. The advice provided raised concern with respect to the overall townhouse typology and missed opportunity for an apartment building, as envisaged by the DDO13. Also raised were the non-compliant building heights, at-grade car parking in place of a preferred basement, inadequately sized garages, treatment and integration of the Affordable Housing component, and amenity implications associated with this particular layout.

- 2.5 The design was then modified by way of splitting the dwellings into three building modules to run in both an east-west and a north-south axis to reduce the number of southerly dwellings, but was otherwise generally unchanged. This design was presented at the Sustainable Design Taskforce (SDTF) in December 2017. Whilst some positive aspects of the design were acknowledged, the above issues were reiterated.
- 2.6 The current application was submitted to Council on 9 March 2018 and the plans submitted were generally unchanged. A request for further information was issued on 4 April 2018, also identifying the lack of consideration given to the advice provided at the pre-application stage and at the SDTF.
- 2.7 In meetings following, options to pursue an apartment building were discussed, though deemed not feasible by the land owners due to issues associated with cost and market demands.
- 2.8 In lodgement of further information, the application was amended under Section 50 of the Act. This proposal involved the placement of car parking within basement form with subsequent reduction from five storeys to four, although with a reversion back to the two rows of townhouses along an east-west axis (with a northern row and southern row), and an increased yield from 17 to 18 townhouses. Numerous issues were identified with the revised proposal, however the applicant chose to proceed with advertising without further amendment.
- 2.9 Notice of the application was given over a three-week period which concluded on 10 October 2018.
- 2.10 In addition to the meetings undertaken during the preliminary stages of the application, a further meeting was held following advertising to discuss the outstanding issues with the proposal. The applicant lodged a Section 57A amendment on 11 November 2018. Discussion plans were submitted, ultimately involving a reduction in yield to 17, car parking modifications and other minor changes. These were acknowledged to be positive amendments, though the need for further modifications to address the outstanding amenity and built form issues raised was advised.
- 2.11 In light of the Officer position, the applicant chose to abandon the amendment, and again lodged a Section 57A amendment on 15 March 2019, proposing to regress back to the originally advertised plans (increasing yield to 18 townhouses).
- 2.12 In summary, the proposal has maintained a townhouse layout. The most significant positive change throughout the application process has been the provision of car parking in a basement form, however overall, there has been little deviation from what was first considered at the pre-application phase. Despite attempts to negotiate an appropriate outcome, the amendments submitted to the design have not gone "far enough" to warrant support.
- 2.13 The statutory time for considering a planning application is 60 days, which concludes on 14 May 2019.

3. THE SITE AND SURROUNDS

The Site

- 3.1 The site is situated on the southern side of Montgomery Street, Doncaster East. Contextually, the land forms part of the Doncaster East Village Activity Centre and is commonly referred to as the “Montgomery Street sub-precinct”. The site is approximately 125 metres north-west of the Doncaster/Blackburn Road intersection, and north of the commercial shopping strip fronting Doncaster Road and associated right of way (laneway) servicing the rear of the strip centre.
- 3.2 The site has two frontages, one being to Montgomery Street (primary frontage) and the other to this laneway. The site is rectangular, other than for a “cut out” in the south-east corner which now effectively forms part of the right of way. Accordingly, the southern boundary frontage to the right of way is segmented and splayed, but the maximum site width is 48.65 metres and the maximum site depth is 41.15 metres. In total, the site area is 1,873 square metres.
- 3.3 The site is occupied by a single storey brick building (formerly “Doncare”) which is currently occupied by the Doncaster City Church. A recently erected temporary building is located to the east of the main building and used for the purpose of an office. Associated car parking and accessways extend around the site and are serviced by three separate crossovers to Montgomery Street.
- 3.4 Vegetation is generally limited to trees along the rear boundary, with sections of lawn elsewhere and within the large front setback.
- 3.5 The site is relatively flat, with only a gentle cross-fall toward the west. A 2 metre metre wide drainage and sewerage easement encumbers the rear and western boundaries and contain drainage and sewer assets. With the exception of paling fencing along the eastern residential interface, the site boundaries are open due to the site’s vehicular circulation integration with the adjacent laneway and car park.

The Right of Way (Laneway)

- 3.6 The right of way to the rear of the site services the commercial properties to its south, and the adjacent public car park to the north. The right of way commences at Churchill Street (where it provides “entry only” access) and terminates in alignment with the eastern boundary of the site. At present, there is an unrestricted connection into the private land and car park associated with 1027 Doncaster Road to the east and this allows car traffic to “flow through” to and from Doncaster Road.
- 3.7 Due to this eastern end termination of this right of way, the “cut-out” area referred to in Para. 3.2 was excised from the south-eastern part of the former Council land in 2016 and created as “Road” to provide for a future reversing bay to serve rubbish trucks.
- 3.8 The right of way width varies between 3 metres and 10 metres in width, due to alternating rear boundary locations of the adjoining commercial allotments, and is informally finished in concrete/gravel surfacing. In addition to servicing waste collection, it provides access to staff parking (some informal and some fully constructed) to the rear of the commercial buildings, and entry into the public car park to the west of the site.

The Surrounds

3.9 The site has direct abutments with the following properties:

Direction	Address	Description
East	12 Montgomery Street	<p>This property contains a detached single storey brick dwelling located centrally within the lot and over 9 metres from the frontage. The dwelling incorporates an attached garage built within close proximity to the shared boundary, and accessed via Montgomery Street.</p> <p>Private open space is located to the rear of the dwelling and incorporates a covered verandah (with associated habitable room windows) which are oriented to face the site. Also within the rear yard is an outbuilding/shed toward the south-west corner.</p> <p>Vegetation is concentrated within the frontage and generally consists of exotic planting.</p> <p>The planning controls applicable to this site, and to No. 14 and 16 to the east, are the same as those affecting the subject site (RGZ3 and DDO13), although these properties remain undeveloped to date.</p>
West	2 Montgomery Street	<p>This site incorporates three land parcels of Council owned land and accordingly is zoned Public Use, Schedule 6.</p> <p>Directly west of the site is a small open-lot car park containing approximately 30 car spaces. The spaces are at 90 degrees to a central accessway which provides for a "one-way" connection between the rear laneway and Montgomery Street. The eastern row of car spaces directly adjoins the common boundary without any form of buffer.</p> <p>This car park is for public use, generally intended to service the Montgomery Street sub-precinct commercial precinct given the limited of on-street parking available along Doncaster Road.</p> <p>Beyond the car park is the Doncaster East pre-school. The pre-school building is situated toward the rear boundary, the "play area" occupying the vast open area to its north.</p> <p>To the west of the pre-school is the Montgomery Reserve, which is a small public open space with some bench seating and play equipment.</p>

<p>South</p>	<p>1009 to 1025 Doncaster Road</p>	<p>The properties directly opposite the subject site (south of the laneway) form part of the commercial shopping strip near the Blackburn/Doncaster Road intersection. As these retail and office uses take frontage and address Doncaster Road, the rear of the allotments as seen from the laneway is to the “back of house”. These areas to the rear of the main buildings are generally used for informal employee car parking, bin storage, outdoor toilet facilities, staff amenities etc. Most buildings within this commercial strip retain a single storey form, however No. 1017 is currently undergoing an expansion (following approval for a three-storey building for the purpose of shop and offices). The layout retains staff allocated parking at-grade to and accessible via the rear right of way, with the shop and office and the first two storeys and a covered entertainment deck (open to rear) at the rooftop level.</p> <p>No height restrictions are implied by either the Zone or Overlay (C1Z and DDO1), though the narrowness of these premises and associated limitations in the amount of on-site car parking they could accommodate would suggest that redevelopment may continue to occur at the two to three scale seen to date, unless the consolidation of lots were to occur.</p>
<p>North</p>	<p>3 and 5 Montgomery Street</p>	<p>No. 3 Montgomery Street contains an original 1960’s single storey brick dwelling within a typical garden setting. No. 1 Montgomery Street to its west similarly contains an original brick home.</p> <p>No. 5 Montgomery Street has been redeveloped in more recent times with two, two-storey dwellings attached in a side-by-side manner. These dwellings (as well as those adjoining at No. 7) all incorporate the general built form requirements of the DDO8 (sub-precinct A) in terms of their two storey heights, 6 metre front setbacks and transparent front fencing design. It is noted that the remainder of properties to the east have all undergone redevelopment, generally in the form of two to three dwellings per lot.</p>

3.10 The Montgomery sub-precinct area as a whole is quite varied in that it consists of both commercial and residential uses. As demonstrated in the Overlay map below, it is clear that this site and (those adjacent to the west) form somewhat of a “buffer” between the robust commercial precinct to the south, and the residential nature of land to the north, which has begun to, and will continue to develop a particular residential character in the application of the DDO8 (sub-precinct A applies to the north side of Montgomery Street and Sub-Precinct B beyond).



- 3.11 When reviewing the character of Montgomery Street as it currently exists, the housing consists of both original in-tact single homes, and more recent infill development in the form of two to three dwellings per lot.
- 3.12 The three allotments east of the site are also likely to see an increased density of housing in their future redevelopment. The building height and scale which might reasonably be expected will be contingent on whether these lots are consolidated or developed individually (noting their limited site areas) but in either way, a substantial departure from the “single storey” character that currently exists is anticipated.
- 3.13 Opposite the site, the remaining undeveloped lots (Nos. 1, 3 and potentially No. 9 which contains an older multi-unit development) are also likely to be redeveloped in the future. Unless consolidation occurs, two to three- storey townhouses which comply with the mandatory building heights of the DDO8-2 are anticipated. Nos. 5, 7 and 11, have already been redeveloped, and hence the preferred character is emerging and consists of two-storey townhouses generally constructed in a side-by-side manner, a strong 6 metre front setback pattern, transparent front fencing, and contributory front garden greenery and landscaping.
- 3.14 Despite the non-residential and public uses of the site and land to the west, Montgomery Street generally retains a residential “feel”.
- 3.15 Montgomery Street is a local road with a carriageway width of 7.4 metres. Parking restrictions apply to both sides, with those on the south limiting 1 hour parking between 9am and 6pm for non-resident permit holders. The northern side of the street is reserved for permit holders at all times. Montgomery Street is busier than other typical local streets due to its location within the Doncaster East Village Activity Centre, public car park connection and pre-school facility.

3.16 The site is close to bus routes operating along both Doncaster and Blackburn Roads, which generally connect the locality to other activity centres within the Municipality and the CBD. Bus stops are accessible within a 250 metre walking distance. In addition to the commercial strip adjacent, the supermarket at “Devon Plaza” is within a 200 metres walking distance. There are no notable open spaces within a 100 metre distance, other than the Montgomery Reserve to west, which is a small recreational space with limited facilities.

4. THE PROPOSAL

4.1 The proposal outlined on the plans prepared by DKO Architects, Project No. 18020, and a landscape plan prepared by GBLA Landscape Architects, Job No. 18002. Refer to Attachment 1.

4.2 The following reports were provided in support of the application:

- Town Planning report prepared by Fulcrum Urban Planning Pty. Ltd. dated February 2018;
- Traffic Impact Assessment prepared by Traffix Group, dated August 2018 (including addendum dated September 2018);
- Waste Management Plan prepared by Leigh Design, dated June 2018;
- Sustainable Management Plan prepared by Simpson Kotzman, dated July 2018;
- Daylight Modelling Report prepared by LID, dated 16 January 2019;
- Arboricultural Assessment prepared by Kylie May, dated February 2018.

Development summary

4.3 A summary of the development is provided as follows:

Land Size:	1,873m ²	Minimum wall setback to Montgomery Street	Basement: 6.0m Ground: 6.0m Second storey: 6.0m Third storey: 6.15m (balconies 3.85m) Fourth storey: 10.2m
Site Coverage:	59.6%	Minimum wall setback to southern boundary	Basement: 1.87m Ground: 2m Second storey 2.0m Third storey: 2.0m Fourth storey:: 3.58m
Permeability:	22.6%	Minimum wall setback to western boundary	Basement: 1.66m Ground: 2.0m Second storey: 2.0m Third storey : 2.0m Fourth storey: 2m
Maximum Building Height:	12.75m	Minimum wall setback to eastern boundary	Basement: 0-1m Ground: 1.5m Second storey: 0-1.5m Third storey: 4.17-5.25m Fourth storey:4.17-5.25m
Number of Dwellings:	18 dwellings		
• 4 Beds:	• 16		
• 2 bed (Affordable Housing):	• 2		
Dwelling Density:	One per 100m ²		

Car parking	Required:	Provided:	*A parking reduction is proposed for the two resident car spaces associated with the Affordable Housing. No visitor parking is required.
• Total:	• 34 spaces	• 32 spaces	
• 2 beds:	• 2	• 0	
• 4 Beds:	• 32	• 32	
• Visitor:	• 0	• 0	

Design layout

- 4.4 The development comprises 16 four-storey townhouses each containing four bedrooms and 2 double-storey, two bedroom dwellings that are allocated to Affordable Housing. The townhouses are divided into two parallel rows along an east-west axis. TH1-9 form the northern row, and TH10-18 form the southern row.
- 4.5 The 16 four-storey townhouses (TH1-16) are generally replicated in floor plan. Layouts include tandem garages within the basement, an open plan kitchen/living/dining area at ground level, two bedrooms and two bathrooms at both the second and third storeys, and a rooftop terrace at the fourth storey.
- 4.6 With exception of townhouses 4 and 6 which are provided with 3.5 metre wide garages (and commensurately wider dimensions for the levels above), the remaining dwellings are predicated on a 3.1 metre wide tandem garage and hence, a narrower dwelling width above.
- 4.7 The two townhouses allocated to Affordable Housing (TH17 and TH18) are sited at the eastern end of the southern row and provide ground level living spaces and two bedrooms above.
- 4.8 Private open space is provided in the form of ground level courtyards that are shared with the dwelling entries. Small service yards are also located at ground level to the rear. Supplementary open space for the four-storey dwellings is provided at the third storey in the form of balconies (accessed via bedrooms), and rooftop terraces at the fourth storey.
- 4.9 Access between the dwelling levels is via internal stairwells. No lifts are incorporated, though it is understood that the “storage rooms” in the garages and floors above provide capacity for future owners to install individual lifts if they so choose. Structural allowances would need to occur to allow floor sections to be removed at some later stage.

Pedestrian and vehicle access and layout

- 4.10 The townhouses in the northern (front) row are provided with their own separate pedestrian connections to Montgomery Street via independent pathways within the front setback area. The pedestrian connection to the southern (rear) townhouse row (TH10-18) is via a central walkway area between the two building modules. Connection is made to Montgomery Street via a linking pathway within the 2 metre western boundary setback.
- 4.11 The basement car park is accessed via a single width crossover and 3.0 metre wide access ramp in the vicinity of the eastern boundary. In the absence of any “passing area”, a signalised system is proposed to manage vehicle conflict along the ramp (green light indicating ramp is clear and red light indicating ramp is occupied). The two redundant crossovers that exist are to be removed and reinstated with nature-strips and associated kerb and channelling.

- 4.12 A total of 32 car spaces is provided on-site. These spaces are allocated to the four-storey townhouses, and are in the form of tandem garages beneath each respective townhouse footprint. The two Affordable Housing dwellings are not provided with any on-site parking, but have access to storage within the basement via an external stairwell located at the end of the central walkway.
- 4.13 There are five bicycle racks within the basement. No visitor car parking is proposed.

Landscaping

- 4.14 The site is to be cleared of vegetation. Planting areas are provided along the southern half of the western boundary, and the northern half of the eastern boundary. No planting is proposed along the rear boundary. The frontage is largely occupied by decking, with planter beds allocated for the provision of canopy trees, and understorey planting proposed forward of the proposed brick and aluminium fencing. The fencing is setback of 1.5 metres from the frontage and extends along most of the site's width.

Design Detail

- 4.15 The proposed development features a contemporary and has a "cubical" architectural design. The front façade is generally defined by floor to ceiling glazing. Whilst presenting as one continual building mass to Montgomery Street, each individual dwelling is pronounced with a vertical concrete "frame" which projects beyond the main façade (to varying degrees), and for a height of three storeys. This treatment is continued upon all north and south facing elevations.
- 4.16 All side elevations (to both northern and southern rows) are defined by three-storey concrete walls, with each incorporating a dark fluted glass panel. The roof top terraces are finished in a black timber cladding, and whilst recessed from the frontage, are flush with the three-storey side elevations. It is noted that the 3D renders submitted do not clearly depict this.
- 4.17 A light grey brickwork is incorporated into the front fence design and also the third storey balcony fascia. The theme overall is based on a "grey-black" colour palette, with exception of a small amount of warmth offered by the application of natural timber beneath the balconies and extending above the brick balustrades.

5. LEGISLATIVE REQUIREMENTS

- 5.1 Refer to Attachment 2.
- 5.2 A permit is required under the following Clauses of the Manningham Planning Scheme:
- Clause 32.7 (Residential Growth Zone, Schedule 3) to construct two or more dwellings on a lot, and to construct a front fence (exceeding the maximum height specified in Clause 55.06-2
 - Clause 43.02 (Design and Development Overlay, Schedule 13), to construct a building or construct or carry out works;
 - Clause 52.06 (Car Parking), for the reduction in the standard car parking requirements.

6. REFERRALS

External

6.1 There are no applicable determining or recommending referral authorities.

Internal

6.2 The application was referred to a number of service units within Council. Reference to conditions would apply if a permit were to be issued. The following table summarises the responses:

Service Unit	Comments
Infrastructure Services Unit – Drainage	<ul style="list-style-type: none"> On-site storm water detention system required.
Infrastructure Services Unit – Vehicle Crossing	<ul style="list-style-type: none"> Removal of the redundant crossovers required.
Infrastructure Services Unit – Access and Driveway	<ul style="list-style-type: none"> The accessway fails to provide a passing area at the entrance of the site, which is required at a minimum dimension of 6.1 x 7 metres.
Infrastructure Services Unit – Traffic and Car Parking	<ul style="list-style-type: none"> The number of car parking spaces provided is inadequate due to the non-provision of on-site parking for all residents. Visitor parking should be provided given the known park issues within both Montgomery Street and Churchill Street.
Infrastructure Services Unit – Car Parking Layout	<ul style="list-style-type: none"> The majority of garage dimensions are not satisfactory as they are less than 3.5m in width.
Infrastructure Services Unit – Construction Management	<ul style="list-style-type: none"> A construction management plan is required.
Infrastructure Services Unit – Waste	<ul style="list-style-type: none"> On-site private waste collection and for the provision of an approved waste management plan.
Infrastructure Services Unit – Easements	<ul style="list-style-type: none"> Objection to basement encroachment into the easement along western boundary, and for permanent structures/framing elements above the easement along the southern boundary.
Infrastructure Services Unit – Flooding	<ul style="list-style-type: none"> No flooding/inundation.
Integrated Planning Unit – Sustainability	<ul style="list-style-type: none"> No objection subject to a revisions relating to water efficient fixtures, thermal performance, clothes drying measures, solar photovoltaic and electrical vehicle charge installation option, and provisions for composting.

7. CONSULTATION / NOTIFICATION

- 7.1 Notice of the application was given over a three-week period which concluded on 10 October 2018, by sending letters to nearby properties and displaying two signs. With the abandonment of the Section 57A amendment, no re-advertising was undertaken.
- 7.2 Two objections have been received to date from the properties identified by the star symbol on the map below. The other properties identified are multi-signatories of the objection received from the resident of 9 Montgomery Street.



- 7.3 The main grounds of the objection can be summarised into the following categories:
 - Neighbourhood character (building height and front setbacks);
 - Car parking (insufficient car parking on-site and lack of kerb-side parking; and
 - Traffic Issues (increased traffic and safety implications for pre-school children).
- 7.4 A response to the grounds of objection is included in the assessment section of this report.

8. ASSESSMENT

- 8.1 The proposal has been assessed against the relevant state and local planning policies, the zone and overlay and the relevant particular provisions and general provisions of the Scheme.
- 8.2 The following assessment is made under the following headings:
- Planning Policy Frameworks;
 - Design and built form;
 - Amenity;
 - Car parking and access; and
 - Objector concerns.

Planning Policy Frameworks

- 8.3 At both the State and Local levels, policy emphasises the need for higher density residential development in established activity centres, along main roads and in areas well located in relation to jobs, services and public transport in order to accommodate Melbourne's future population growth in a sustainable manner. Clause 16.01-4S specifically seeks to deliver more affordable housing closer to jobs, transport and services, and Clause 11.03-1S encourages a diversity of housing types at higher densities in and around activity centres.
- 8.4 These objectives are further developed at a local level, with Clause 21.05 *Residential*, recognising the need for greater urban consolidation, and seeking to channel increased housing densities around activity centres and main roads, where facilities and services are available. It is here that the site is specifically identified as being within *Precinct 2*; a preferred location for urban consolidation and higher density outcomes, and where a substantial level of change is anticipated.
- 8.5 Of relevance to the site is the Doncaster East Village Structure Plan (2011, updated July 2012) which provides a strategic framework for the integrated development of the Doncaster East /Devon Plaza area. The Structure Plan specifically identifies the opportunity for the subject site (amongst others) to provide multi-level residential apartments to maximise the use of the commercial and social facilities, and to provide diversity in housing choice to meet the emerging and demographic trends. Strategies include the encouragement of high quality development that is of an appropriate scale and density for the site and its context, and that incorporates ESD features and safer design principles.
- 8.6 In the sale of the land, the site was specifically rezoned and had applied a DDO13. This was to facilitate its redevelopment in accordance with the direction of the Structure Plan. At the time of disposal, Council envisaged that that future development of the land would showcase high quality urban design and best practice in sustainability and affordability, and facilitate the provision of affordable housing opportunities within an activity centre.
- 8.7 The proposed eighteen townhouses provide a reasonable increase in density, however, the dwelling yield and contribution of housing choice on this site would have been much more substantial if the preferred "apartment style" development been adopted. On that same note, the contribution of Affordable Housing could have been considerably higher. Due to the restrictions on Title, 10% of the total dwelling yield for any development of this land must be Affordable Housing.

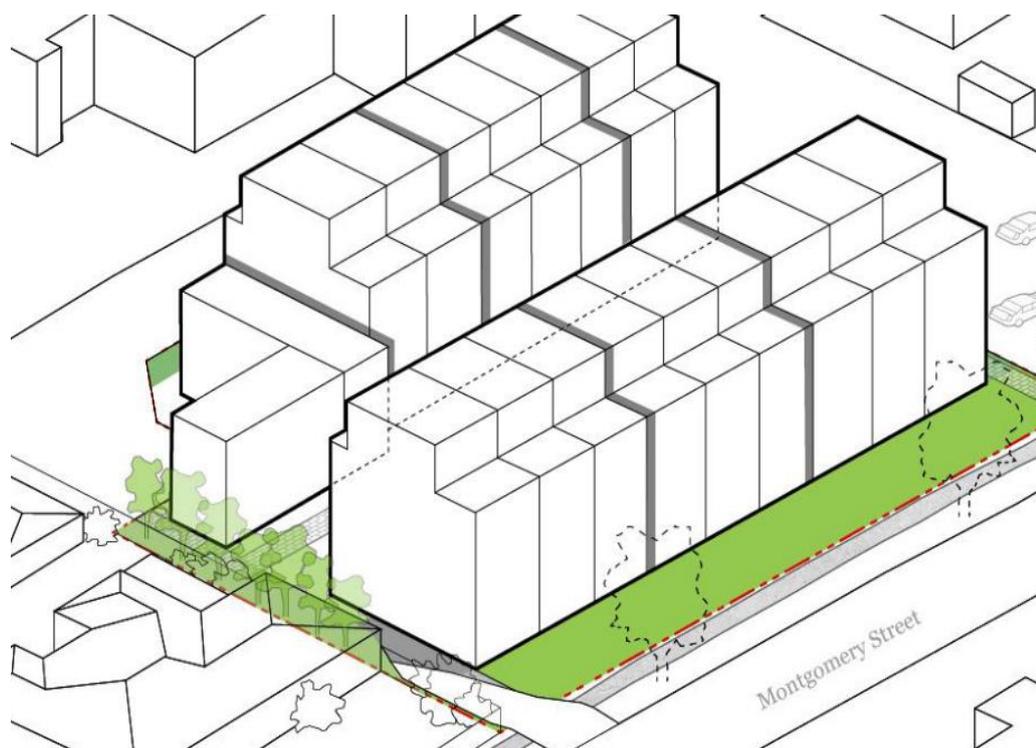
- 8.8 Overall, the sole townhouse typology proposed is somewhat an under-utilisation of the land and would be considered a lost opportunity to make a more substantial contribution to increased housing densities and housing options. The repeated “four-storey, four-bedroom” townhouse design fails to provide housing choice or diversity in terms of layouts, bedroom numbers, and housing affordability, and will therefore suit a very limited demographic. A possible option may have been to combine two forms of townhouses and apartment types. The sleeving of townhouses upon a particular elevation of an apartment building could be one way of achieving this.
- 8.9 It should also be noted that an apartment style development is also specifically encouraged upon larger site within the DDO areas, as they are best suited to achieving the overall form and landscaping objectives by virtue of their singular footprint, floor plan flexibility, and centralised siting of building mass.
- 8.10 Dwelling yield is undoubtedly a key consideration for most developments in considering the viability of a project. The result of adopting a townhouse typology (and the inability to locate dwellings above and below others like an apartment) can result in attempt to “squeeze too much out of a site”, and this is considered to be the case here.
- 8.11 Built form and amenity outcomes are compromised as a result of this approach, as discussed in the headings to follow. It is for these reasons that the proposal overall has failed to sufficiently achieve the strategic intentions and design objectives of applicable policy.

Design and Built Form

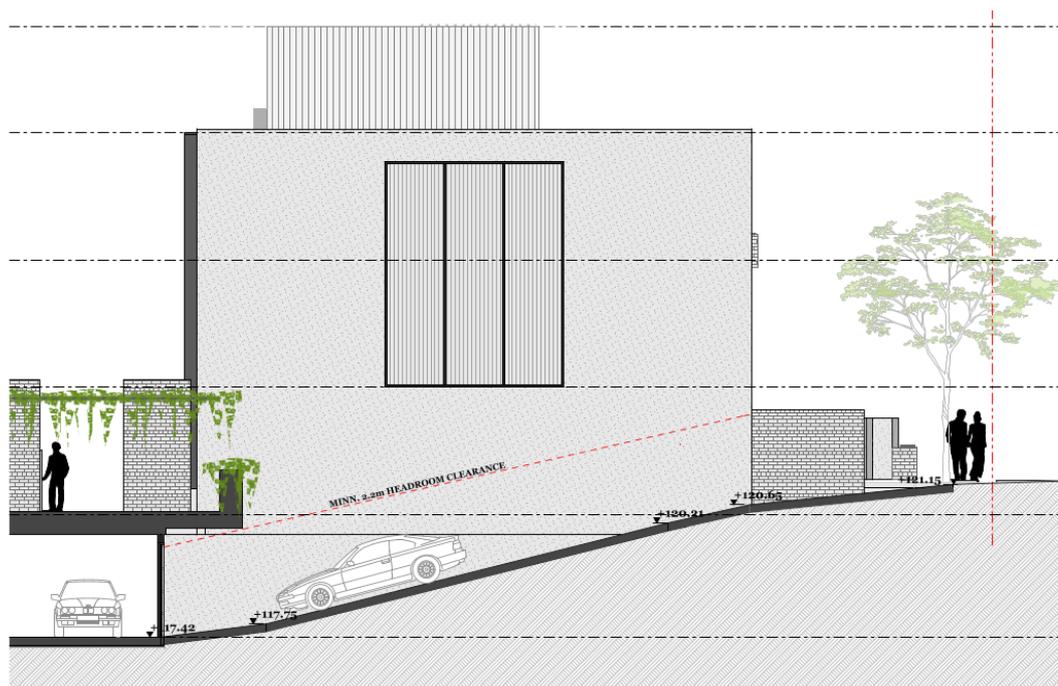
- 8.12 Following on from the above, the DDO13 sets parameters around the built form outcomes anticipated to achieve the preferred neighbourhood character. This is channelled through a series of design considerations relating to height, form, car parking, landscaping and front fencing.

Height and Form

- 8.13 The building height of both building modules (maximum 12.7 metres) are compliant with the 13.5 metre height restriction of both the Zone and Overlay. The four storey building heights are not of concern per se, but is the manner in which “form” is treated in the placement of massing is of issue.
- 8.14 With exception of the two, two-storey dwellings allocated to Affordable Housing, the townhouses are each provided with three storeys of repeated floor areas. A lesser area is provided at the fourth storeys in the form of a roof-top terrace. The terrace footprints total approximately 48% of the floor levels below.
- 8.15 Whilst the form requirements only specify a numerical 75% reduction in the fourth storey footprints, this does not imply that sheer three storey buildings should be provided, particularly when the objective of the DDO13 specifically seeks “*to ensure new development is well articulated and upper storey elements are not unduly bulky or visually intrusive when viewed from the public realm*”.



- 8.16 The three storey massing of the development overall is demonstrated in the diagram above. Each elevation (both internally and externally) is of sheer three-storey walls, with “reduced” footprint areas only introduced at the fourth storeys. Whilst sheer three-storey building lines are not inappropriate in totality, there is an expectation that there be some “relief” in locations where most prominent to the public realm. In this case, the public realm includes both Montgomery Street and the adjoining properties, but also internally to the site (the central pedestrian walkway). Given the public realm to the rear is defined by the “rear of shop” and associated laneway access, there is less sensitivity associated with this interface.
- 8.17 The inclusion of some recess to the third storey elements would provide for “softening” of the very dominant, vertical building lines and would be more sensitive to the two-storey scale which characterises housing on the northern side of the street. The harshness of this design is most prominent upon the side elevations where the walls are unarticulated, other than through the use of a fluted glass panels applied to what is otherwise three-storeys of sheer concrete panelling.
- 8.18 Whilst the fourth storey roof top terraces are relatively well setback from the street frontage, their expansion across the width of the northern building module increases the vertical wall heights up to four storeys. This is exacerbated even further upon the eastern elevation where adjacent to the approach down into the basement (as shown in the below diagram) noting this will be visible from aspects along Montgomery Street.



- 8.19 Whilst the commercial interfaces can handle this more “robust” form, this same unrelenting approach to face residential interfaces is unsympathetic of the impacts upon the public and private realms.
- 8.20 A further criticism of the form as presented to Montgomery Street is the treatment of the front setback area. Whilst the main façades of the ground, first and the second floors are all setback to the minimum 6 metres, the “framing” elements and incorporated third storey balconies project up to 2 metres into the setback of every townhouse.
- 8.21 The design objectives make allowances for such encroachments, on the proviso they do not extend along the length of the building. This intends to ensure that building projections (such as balconies, terraces and verandahs) do not visual deter from the primary building setback, or reduce the available area of landscaping. This design approach does not achieve that intention, as the repeated use of framed projections to a vertical height of three-storeys will reduce the perceived front setback, particularly as viewed in the approach along Montgomery Street. The result to be to increase visual dominance to the local street.
- 8.22 The simple lowering or reduction of framing elements and absorption of at least some of the third storey balconies into their respective footprints may have lessened the streetscape impacts, and provided for a reasonable level of recess and articulation at the third level.
- 8.23 The other non-compliant aspect of the front setback treatment is the level of encroachment by the decking associated with the entries and open space courtyards. Decking extends beyond the maximum 2 metres encroachment repeatedly along the frontage width. This has negative implications upon the landscaping and front fencing requirements as discussed in the below heading.

- 8.24 In considering the overall presentation of the dwellings and whether *sufficient interest is achieved through articulation, glazing and variation in material and textures*, there are some criticisms made to the overall design detailing and proportions. Whilst the architectural styling to the street is on first impression quite striking, there are numerous elevations, as highlighted above, which lack the expected level of variation and interest. There is also somewhat of “commercial” feel to the overall expression which is created by cubical form, dominance of concrete panels and extensive fenestration.
- 8.25 The level of glazing is commensurate to what may be expected in an office development. Comparison is made to the maximum 70% limitation for glazing required by Clause 22.01. Whilst this policy does not apply to residential development, the principals are valid in that it seeks to ensure front facades have visual interest and are articulated by other, non-glazed materials. A more rationalised level of fenestration is appropriate to better reflect the residential proportions, and protect residential amenity for the reasons discussed in latter sections.

Landscaping and Front Fencing

- 8.26 Due to the deck encroachments within the front setback, the area available for planting is limited to a 3 metre width across the frontage. Approximately 40% of this area is further lost to hard surfacing generally associated with the numerous pedestrian pathways.
- 8.27 The requirement for canopy tree planting within the frontage is proposed within a series of 1.1 metre deep raised planters which are incorporated into the front fence design. The practicality of this arrangement is questionable, with at grade planting a preferred option.
- 8.28 Landscaping opportunity around the site is otherwise confined to 1.6 metre wide area to the west of the southern row (TH10), and a 1.6 metre area adjacent the basement ramp. As viewed from the adjacent residential property to the east and car park to the west, there will be substantial sheer walls absent of any screening or landscape softening, due to limitations imposed by the minimal boundary setbacks.
- 8.29 Front fencing is permitted under the DDO13, however must be at least 50% transparent. The fencing includes 1.7 metre high brick pillars, with a brick base to a height of 800mm. Aluminium pickets of a transparent design extend above the brickwork. The inclusion of solid elements has likely been included to provide a degree of privacy to the open spaces.
- 8.30 What is of concern is the divisional fencing within the front setback that will separate the nine open space courtyards. There is some detail lacking on plan, but it would appear that 1.5 metre high solid divisions are proposed to extend between the framing features and the 1.7 metre high fence pillars in order to provide privacy between the courtyards. This will segregate the frontage further and will remove the opportunity for a complete view and appreciation of all landscaping across the frontage, as the policy seeking “transparency” intends to provide for.
- 8.31 The proposed townhouse design and layout is therefore considered to be inconsistent with the design objectives for the DDO13, particularly with respect to form, landscaping and front fencing.

Internal Amenity

8.32 The assessment in this section includes any non-compliances with ResCode as relevant to each heading.

Secluded private open space

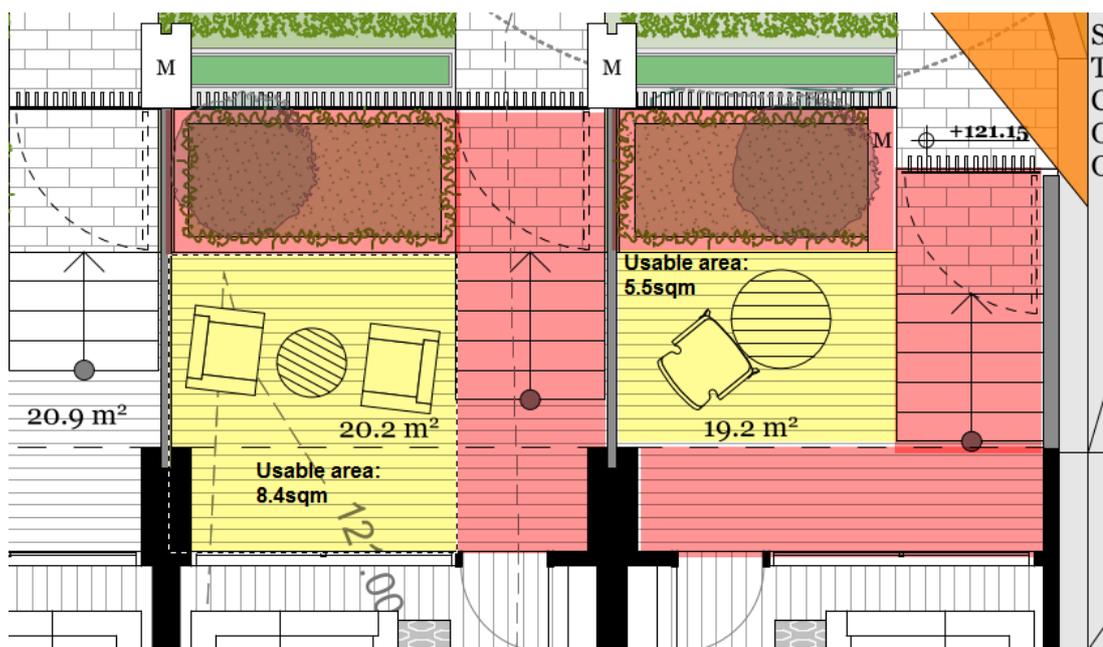
8.33 Each townhouse is provided with its “main” secluded private open spaces in the form of a ground level courtyard to the front of each respective row, and a service yard to the south. The four-storey dwellings are also provided with a north-facing balcony at the third storey, and roof-top terrace at the fourth.

8.34 Standard B28 of Clause 55.05-4 (private open space) gives guidance on how private and secluded areas should be provided. There are options given for balconies or roof-top areas, however these must include convenient access from a living room. Where not provided in these forms, open space is required in the form of:

- An area of 40sqm, with one part to consist of *secluded private open space* to the *side or rear* of the dwelling or residential building, with a minimum area of 25sqm and minimum dimension of 3 metres and *convenient access* from a living room.

8.35 The ground level courtyards are arguably intended to provide the main “secluded” POS of the dwellings, given this is the only space with convenient access from living room. The requirement for such space to be to the *side or rear* of a dwelling is to ensure residents are provided with a private area concealed from public view. These courtyards cannot be considered private by virtue of their locations (either within the front setback or facing the internal pedestrian path), and the public accessibility and exposure they will have being shared with dwelling entries and having transparent fencing.

8.36 Whilst the full 25sqm area may be difficult to achieve in a development of this style, the actual usable area of these spaces is almost halved when removing the required planting areas and space for pedestrian circulation to the entries. Although the open spaces are nominated as being 20sqm in area, the “usable deck” areas reduce to the order 8sqm, and even as little a 6sqm in instances through the simple failure to align the dwelling entries and gates. This is not commensurate to the recreational needs expected for a four bedroom dwelling.



Floorplan image showing usable deck area highlighted in yellow

- 8.37 Although the four-storey townhouses have supplementary open space in the form of a third storey balcony and roof-top terrace, these are not adjacent to any living area and only accessible via stairs. The practical usability of these spaces is limited, requiring residents to climb three to four flights from the main living/kitchen area. It has been submitted that the matched alignment of the storage rooms allow future owners to install lifts at their cost, however this approach would be interpreted as “transferral” of responsibility. A better approach would have at least provided lifts to a percentage of the dwellings to improve accessibility.
- 8.38 A standard apartment/balcony design or reversed living arrangements may have also provided opportunity to removal the courtyards form the front setback (to address both privacy and landscaping implications).
- 8.39 With the lack of privacy afforded to the primary open space areas and the manner in which the supplementary spaces are accessed, the amount and location of open space in totality is considered unacceptable to meet the recreational needs of future residents. Both the Objective and Standard of Clause 55.05-4 are therefore not met. It should be also mentioned that this would fail to meet the apartment requirements at Clause 55.07 which requires ground level open spaces (at a podium or base) be 15sqm in area with a 3 metre minimum dimension.

Solar access

- 8.40 The courtyards of the southern row will be largely overshadowed by the four-storey built form of the northern row due to the limited separation distances. Standard B29 (Solar access to opens pace) requires that walls to the north be setback sufficiently to ensure northern solar access is afforded.

Setback of northern townhouse row from POS of southern townhouse row at:	Wall height (m)	Setback required (m)	Setback provided (m)	Compliance
Ground level	3.0	5.6	8.4	Yes

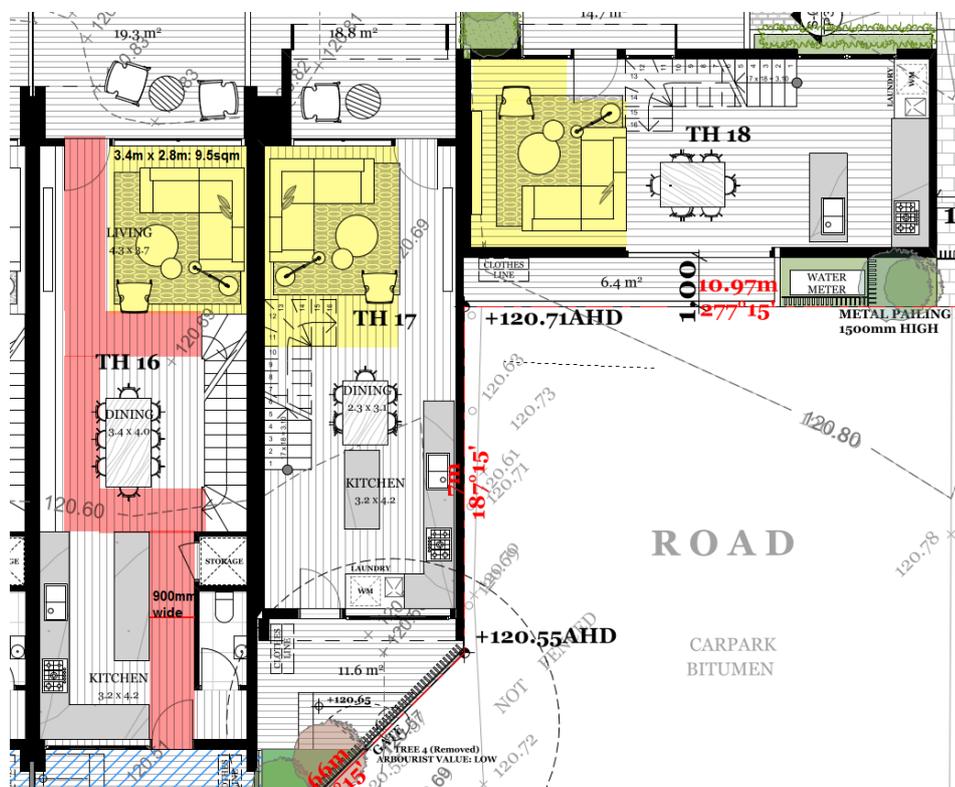
Second storey	6.1	6.5	8.4	Yes
Third storey	9.2	10.253	8.4	No
Fourth storey	11.8	12.69	9.3	No

8.41 As a result of the above non-compliances, the courtyards (and entire central pathway area) will be not receive the required amount of northern sunshine. This is also demonstrated by the shadow diagrams which show that more than half of the courtyards remain in shadow for the duration of the control period at the September equinox. The entire area are likely to be in shadow during the winter equinox. The Objective and Standard of Clause 55.05-5 are therefore not met, as the lack of solar access will negatively impact the quality and enjoyment of the open space areas of TH 9-18.

Functional Layout

8.42 One of the strategies of Clause 21.05-4 seeks to ensure that development is designed to provide a high level of internal amenity for residents. It is submitted that internal layouts of the ground level living areas are not acceptable for townhouses of this nature and number bedrooms they contain.

8.43 The apartment requirements of Clause 55.07 or 58 provide some guidance as to the “minimum” requirements for a reasonable level functionality and internal amenity. For an apartment with two or more bedrooms the living area (excluding dining and kitchen areas) is required be a minimum width of 3.6 metres and a minimum of 12sqm in area.



- 8.44 With exception of TH6, 17 and 18, the floorplans are replicated in widths and internal layouts, which are quite narrow and restrained overall. When excluding circulation areas required to access the front door and internal stairs (as demonstrated in red for TH16 in the above plan), the living areas measure at only 2.7 metre by 3.4 metres and approximately 9.5sqm in total area. The Living areas for the Affordable Housing are also below the minimum recommendations, noting that of TH17 would be even less were the meals area shown with a more realistic dining table location.
- 8.45 The common sense approach to assess functional layout against the BADS requirements (even where not applicable) and exclude circulation areas from living room calculations was agreed with by the Victorian Civil and Administrative Tribunal in its recent decisions *Xia v Manningham CC [2019] VCAT 158 (8 February 2019)*. In its reasoning, the Tribunal concluded that living room areas must be commensurate to the size of the dwelling to achieve a reasonable level of amenity.
- 8.46 In applying the same logic, the living rooms are considered to be undersized to reasonably cater for the number of bedrooms and occupants they serve and unreasonable for a four level townhouse. It is also a common expectation that that this form of housing would provide an amenity level that surpasses the minimums currently afforded to an apartment, given they generally attract purchasers seeking larger floor areas overall (and are priced accordingly).
- 8.47 Other noted deficiencies include the narrowness of corridors, being only 900mm where adjacent to the kitchen island benches (which should ideally be wide enough to accommodate additional bench seating). The location set aside for a fridge is also unclear, given that some bench spaces are proposed directly adjacent to a fully glazed floor to ceiling window (see elevations/perspectives).
- 8.48 These combined issues indicate that layouts will not provide future residents with functional spaces that achieve a high quality of living or amenity, contrary to Clause 21.05-4 (*Residential*).

Accessibility and Integration

- 8.49 The dwelling entries of TH4 to TH9 are sunken below the street level, which is a poor design response in terms of accessibility and amenity. The “stepping” of the floor levels should have been implemented to address slope constraints and provide for equitable access.
- 8.50 With no internal lift provision, the development overall does not cater for any persons with limited mobility. This also applies to the Affordable Housing, which is provided in a two-storey form in both instances.
- 8.51 The overall sense of address to the southern row is poorly announced, being limited to a 2 metre wide opening adjacent to TH1. The sense of arrival is simply marked by a gate and row of mailboxes. The walkway connection from the street then confined between the fence line and a three to four storey wall, with only a vertical creeper proposed to provide for any greenery or feature element. This is a truly sub-standard design response, especially being hard to a public car park.

- 8.52 The new “public space” created by the central walkway serving the dwelling entries to the southern row of dwellings has not been executed well. The space is enclosed by sheer three-storey walls with only a 7.4 metre separation at the third storey. Urban design principles would suggest that a height to space ratio of at least 1:1 should be employed to provide a reasonable sense of space and amenity. The pedestrian path is also further “closed in” by the presence of fencing associated with the courtyards (being partly solid and partly transparent).
- 8.53 The indicative landscape softening within the nominated with the raised planters is unlikely to grow or flourish, given the entire area will be in full shadow. The provision of service courtyards to face this pathway is also a poor design response, as views to the proposed clotheslines and other general storage that may occur will detract from the “primary address” for the southern entries.
- 8.54 The location and accessibility to the Affordable Housing also raises considerable concern, being “tucked away” in the furthest south-west corner of the site rather than being more integrated into the development. This would require residents or their visitors to walk for a length of approximately 60 metres to simply access the dwelling entry via Montgomery Street. These residents, should they own a vehicle, will logically park along the frontage in the absence of any allocation within the basement.
- 8.55 The connectivity between the main street frontage and southern row of townhouses should be sited and designed to both provide for a sense of arrival, and improve the accessibility to all dwellings.
- 8.56 The placement of Affordable Housing adjacent the more robust commercial interface is also not logical, given their two-storey form. Locating these dwellings at either end of the northern row would be more appropriate, as this would benefit the built form presentation to the street, and provide a direct and equitable level of street access.
- 8.57 The proposal therefore fails to meet the Standard and Objective of Clause 55.05-1 Accessibility and Clause 55.05-2 Dwelling Entry, does not suitably integrate the Affordable Housing into the development in an equitable manner.

Safety, Privacy and Energy Efficiency

- 8.58 Safety through urban design is encouraged through numerous policies at a higher level, and at a local level through Clause 22.08. There are instances where unsafe places are created through a generally lack of surveillance. This includes the shared pathway access onto the rear laneway, which is tucked between and the fence-line and side wall of TH18. Implications to the safety of this dwelling’s entry will result also.
- 8.59 The other criticism is the manner in which TH 10-16 treat the interface with the rear right of way. Each has its kitchen located directly adjacent to a gated service yard providing direct access to the laneway. Whilst an ideal urban design outcome would see the other side of the laneway activated by commercial activity, its current use simply serves the “back of house” to the shops and offices opposite.

- 8.60 The activity beyond business hours is limited, and this area is primarily used for vehicular access, bin storage and the like. Having a kitchen area with such proximity and exposure to this area may be an undesirable outcome for residents. Large full length windows also define the southern elevations, providing no degree of privacy from the adjacent commercial activity. An approach which utilises balconies as buffers, and some partly raised sill heights may have provided an improved sense of security and privacy.
- 8.61 Similarly, the floor to ceiling lengths of glazing on almost all elevations, including to the street, gives residents little privacy both internally and externally to the site. This architectural approach should be used and rationalised where needed to better consider the purpose of the rooms (particularly second level bedrooms). There are also solar deficiencies associated with this approach, particularly upon the southern elevation (which has no direct sun), and to the north where there is an absence of solar shading to ground living windows and living areas.
- 8.62 In the absence of a 9 metre separation between the two dwelling rows, the southern windows have required the application of excessive screening. A more substantial level of separation between the two rows would allow for unobscured windows to improve the outlook and daylight access of the affected south-facing bedrooms, and improve solar efficiencies to the southern portion of the site overall.

External Amenity

- 8.63 There are a number of non-compliances with the Objective and Standard of Clause 54.04-6 (side and rear setbacks). Non-compliances to the eastern boundary (residential interface) are seen on both TH9 and TH18.
- 8.64 For TH9, the four-storey wall height reaches 11 metres in height and is setback 5.25 metres, falling short of the 6.1 metres required by Standard B17. Similarly, the 1.5 metre setback at the second storey of TH18 is short of the 1.93 metre setback required.
- 8.65 There are negative amenity impacts associated with the non-compliances, as the primary open space area is located directly adjacent, and includes a verandah and oriented to face these two townhouses. This particular section of the site is also lacking in any landscape planting due to the location of pathway and basement stairs, hence removing any ability to screen or “soften” views of the built form.
- 8.66 The lack of articulation on the eastern façades, particularly that of DTH9 which is of a four-storey sheer wall, will appear very dominant in the absence of any articulation or recess. This is not a sensitive or well considered presentation in the context of both current conditions and any future redevelopment. The treatment of elevations with a residential interface should be designed to limit visual bulk through the appropriate stepping of built form and material variations.
- 8.67 There are substantial setback non-compliances to the western and southern boundaries, with the three to four storey wall heights being setback 2 metres. Whilst some encroachments could be supported due to the commercial nature of these interfaces, it can be argued that some articulation should still be employed in the absence of any considerable opportunity for landscape softening, partially in the treatment of TH1 which adjoins the pedestrian pathway servicing the rear townhouses.

Car parking and access

- 8.68 There are a number of non-compliance with Clause 52.06 in respect of the proposed car parking provisions and access arrangements.
- 8.69 The first is the absence of a passing area, which is required where accessways serve ten or more dwellings. To overcome this, a signalised system is proposed to notify approaching vehicles either exiting or entering the ramp as to whether it is in use. The shortcoming of this approach is the need for vehicles to reverse back onto Montgomery Street should the ramp be occupied.
- 8.70 Reversing onto Montgomery Street is not an appropriate or safe outcome, given the busier nature the street and the likely high occupancy of kerb-side parking which may compromise visibility.
- 8.71 The proximity of the garages to TH8 and 9 to the ramp poses visibility concerns, and will require vehicles exiting to either reverse back to the nominated waiting point within the basement, or re-enter their garage should a vehicle be simultaneously entering the basement.
- 8.72 Out of the 16 garages, 14 of them narrow to a minimum width of 3.1 metres, which is non-compliant with the minimum 3.5 metre dimensions required. The usability of the garages is compromised as a result, as is the ability for residents to access the storage areas and doors to the stairwells. Access to and from the “potential” lifts would be very tight if a car was adjacent. The entire reliance of tandem parking also provides for a less convenient form of parking, which, when combined with their undersized widths, may discourage residents from using their garages. A shared basement arrangement would facilitate compliant car space widths, and independent accessibility to all spaces.
- 8.73 A car parking reduction is sought for the two car spaces required for the Affordable Housing dwellings. It is acknowledged that the nominated housing provider has suggested that car parking is not necessary, but this is not to say or assume that the future residents will not own vehicles. The diversity of persons eligible for both social and affordable housing is quite diverse, and is highly likely to include persons who own vehicles, or rely on others who do.
- 8.74 The provision of the two required on-site parking spaces is considered reasonable to require, particularly given parking constraints in the area and that fact there is no visitor parking provided (or required due to the sites location within the PPTN area).
- 8.75 Other concerns are the encroachment of the basement into the easement (which is not supported) and the limited reversing available to the two western-most garages. It is unclear if the basement car park is to be secured, but in the event it that it isn't, the open nature of the garages creates a number of “hidden” and unsafe areas.
- 8.76 It is therefore considered that inadequate car parking has been provided and the overall layout and design does not provide for safe or efficient access, which is contrary to the purpose and design standards of Clause 52.06 of the Scheme.

Objector issues / concerns

8.77 The issues relating to neighbourhood character have been largely discussed in the assessment sections above.

Neighbourhood Character

8.78 Concerns were raised with respect to building height and setbacks.

8.79 The height itself is not of concern given it falls within the mandatory height limits of the relevant planning controls. It is, however, agreed that the manner in which the “form” has been treated will result in excessive heights being located too close to the site boundaries, which will dominate and overwhelm the public realm. A more centralised siting of the upper level elements is needed.

8.80 The façade setbacks are compliant with the expected 6 metre setbacks, however as elaborated in the assessment section above, the level of encroachments into the front setback area is not supported due to the likely visual impact on the streetscape presentation. This front setback treatment is inappropriate.

Traffic and Car Parking

8.81 Council’s Traffic Engineers have identified that there are existing parking pressures within this particular location. As discussed above, it is agreed that the lack of adequate car parking for residents will create increase demands for on-street parking. Because of the tandem arrangements and undersized width of the garages, the proposed garages do not provide for their convenient usage.

8.82 The increased volume of traffic created by the development is not significant, and has not been raised as a concern by Council’s Traffic Engineers. However objections were raised to the manner in which access is provided due to the absence of a passing area. The potential need for vehicles to reverse back onto Montgomery Street (should a vehicle be simultaneously exiting the ramp) does present adverse safety impacts upon the traffic conditions. Pedestrian safety could also be compromised, which is of particular concern given the proximity to the adjacent pre-school.

9. CONCLUSION

9.1 For the reasons outlined in the above assessment, it is recommended that the application be refused.

10. DECLARATION OF CONFLICT OF INTEREST

10.1 No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

**PLANNING AND ENVIRONMENT ACT 1987
MANNINGHAM PLANNING SCHEME**

ADVERTISED PLANS

Planning Application Number: PLN18/0121
Date: 17 September 2018
Sheet 36 of 36

Town Planning
3/07/2018

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8-10 Montgomery Street, DONCASTER EAST

Job: 11759

Total Site Area: 1873 sqm

TOTAL SITE AREA : 1873.0 sqm
 TOTAL SITE COVERAGE : 1116.0 sqm = 59.6% (Total Building Footprint / Total Site Area)
 TOTAL SITE PERMEABILITY: 423.0 sqm = 22.6%

AREAS SCHEDULE

TOWNHOUSE NO.	RESIDENTIAL GFA (excl. balcony & roof deck)						Carparking No. Spaces	PRIVATE OPEN SPACE		
	Bed	GF m2	Level 1 m2	Level 2 m2	Level 3 m2	TOTAL m2		POS m2	Roof Deck m2	Balcony m2
1	4	55.6	55.6	55.6	6.1	172.9	2	27.5	23.5	3.2
2	4	55.6	55.6	55.6	6.1	172.9	2	29.0	23.5	3.2
3	4	55.6	55.6	55.6	6.1	172.9	2	29.0	23.5	3.2
4	4	60.4	60.4	60.4	6.1	187.3	2	32.5	23.5	7.4
5	4	55.6	55.6	55.6	6.1	172.9	2	29.0	23.5	7.4
6	4	60.4	60.4	60.4	6.1	187.3	2	31.5	23.5	7.4
7	4	55.6	55.6	55.6	6.1	172.9	2	30.0	23.5	3.2
8	4	55.6	55.6	55.6	6.1	172.9	2	29.0	23.5	3.2
9	4	55.6	55.6	55.6	6.1	172.9	2	28.0	23.5	3.2
10	4	55.6	55.6	55.6	6.1	172.9	2	66.8	23.5	3.2
11	4	55.6	55.6	55.6	6.1	172.9	2	29.0	23.5	3.2
12	4	55.6	55.6	55.6	6.1	172.9	2	29.0	23.5	3.2
13	4	55.6	55.6	55.6	6.1	172.9	2	29.0	23.5	3.2
14	4	55.6	55.6	55.6	6.1	172.9	2	29.0	23.5	3.2
15	4	55.6	55.6	55.6	6.1	172.9	2	29.0	23.5	3.2
16	4	55.6	55.6	55.6	6.1	172.9	2	29.0	23.5	3.2
17	2	39.5	36.5	-	-	76.0	-	30.3	-	-
18	2	39.5	36.5	-	-	76.0	-	21.1	-	-

2947.2 32

Total no. of Dwellings: 18

Total Building Footprint 1116.0 m2



DFO Architecture (Vic.) Pty Ltd T +61 3 8601 6000
 Suite 2/112 New Quay Promenade info@DFO.com.au
 Docklands, VIC 3008 www.DFO.com.au
 ABN: 61413783636

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Project Name Montgomery Street
 Project Number 11759
 Date
 Scale

Drawing Name Development Summary
 Drawing Number TP403
 Revision

Elevations & Sections

Artists Impression 1 - Montgomery Street View

PLANNING AND ENVIRONMENT ACT 1987
MANNINGHAM PLANNING SCHEME

ADVERTISED PLANS

Planning Application Number: PLN18/0121

Date: 17 September 2018

Sheet 20 of 36

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Artist's Impression



DEO Architecture (Vic.) Pty Ltd T +61 3 8601 6000
Suite 2/112 New Quay Promenade info@DEO.com.au
Docklands, VIC 3008 www.DEO.com.au
ABN: 61413783636

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Project Name Montgomery Street
Project Number 11759
Date 18/07/2018
Scale

Drawing Name Artists Impression 1 - Montgomery
Drawing Number 119300
Revision

Elevations & Sections
Artists Impression 2- Internal View

PLANNING AND ENVIRONMENT ACT 1987
MANNINGHAM PLANNING SCHEME

ADVERTISED PLANS

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Date: 17 September 2018
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Suite 2/112 New Quay Promenade info@DEO.com.au
Doonbin Rd, VIC 3908 www.DEO.com.au
ABN: 61413783656

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Project Name	Montgomery Street	Drawing Name	Artists Impression 2- Internal View
Project Number	11759	Drawing Number	TP301
Date	18/07/2018	Revision	
Scale			

Elevations & Sections
Artists Impression 3- South Laneway

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Date: 17 September 2018
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Docklands, VIC 3008 www.DEO.com.au
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Project Name Montgomery Street
Project Number 11759
Date 18/07/2018
Scale

Drawing Name Artists Impression 3- South
Drawing Number 11759/3
Revision



10. GREEN SPACES

- GREEN SPACES INCLUDED WHERE POSSIBLE ON GROUND, AND INCLUDED IN PLANTER BOXES ON UPPER LEVELS.
- DEEP ROOT PLANTING UTILISED AS A FURTHER BUFFER ON THE SENSITIVE INTERFACE.

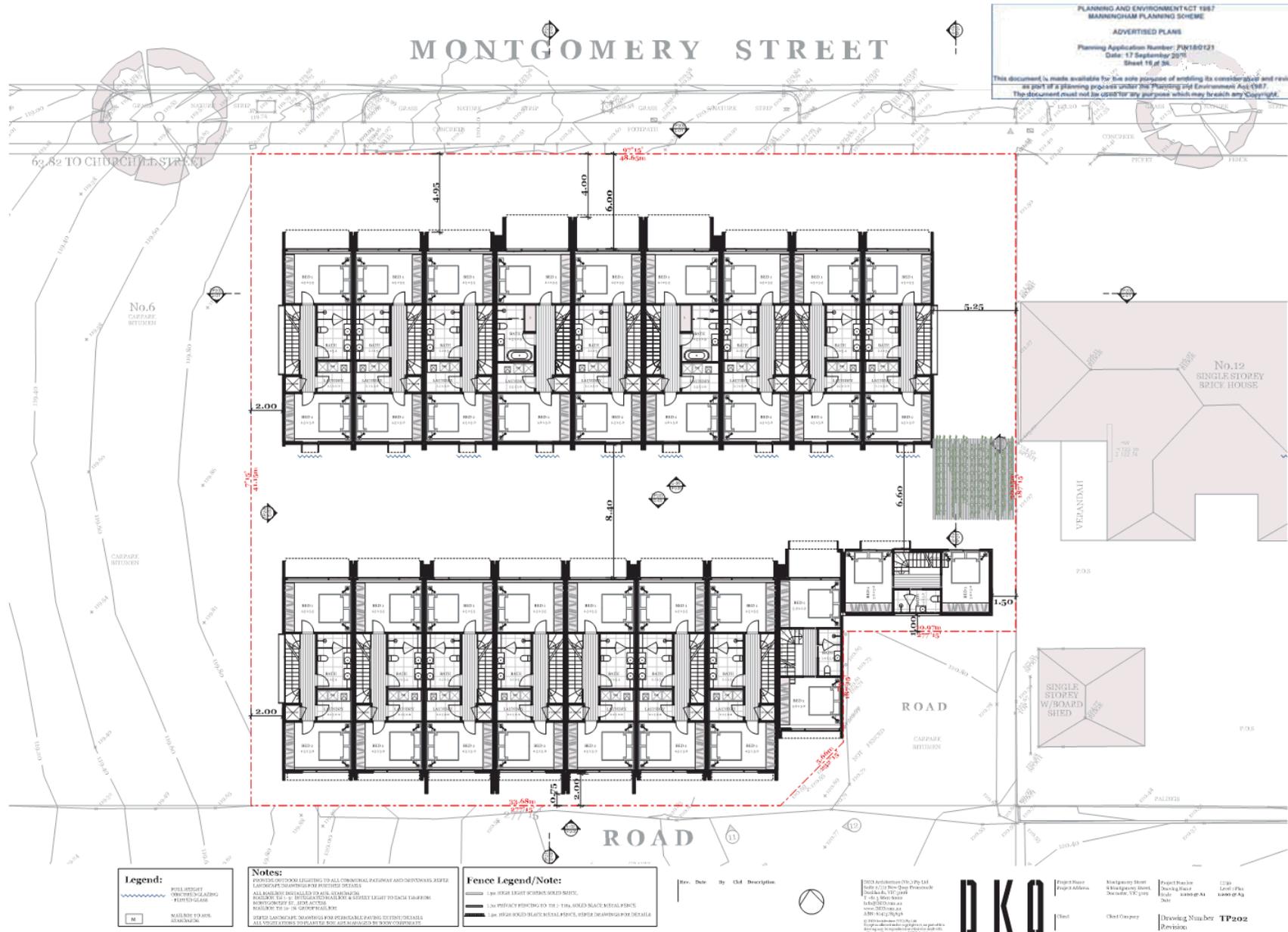


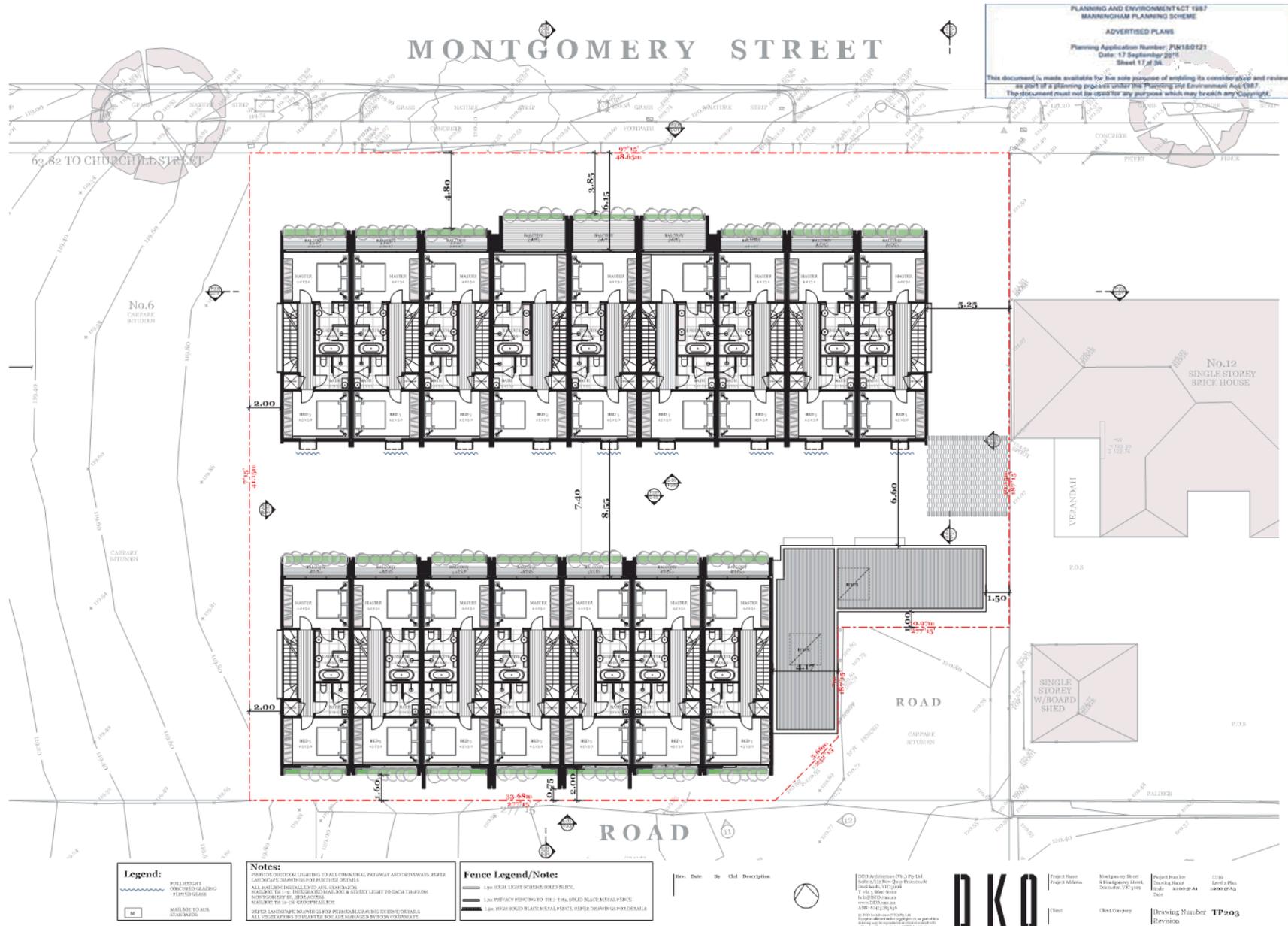
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Suite 2/112 New Quay Promenade info@DFO.com.au
Docklands, VIC 3008 www.DFO.com.au
ABN: 6141783636

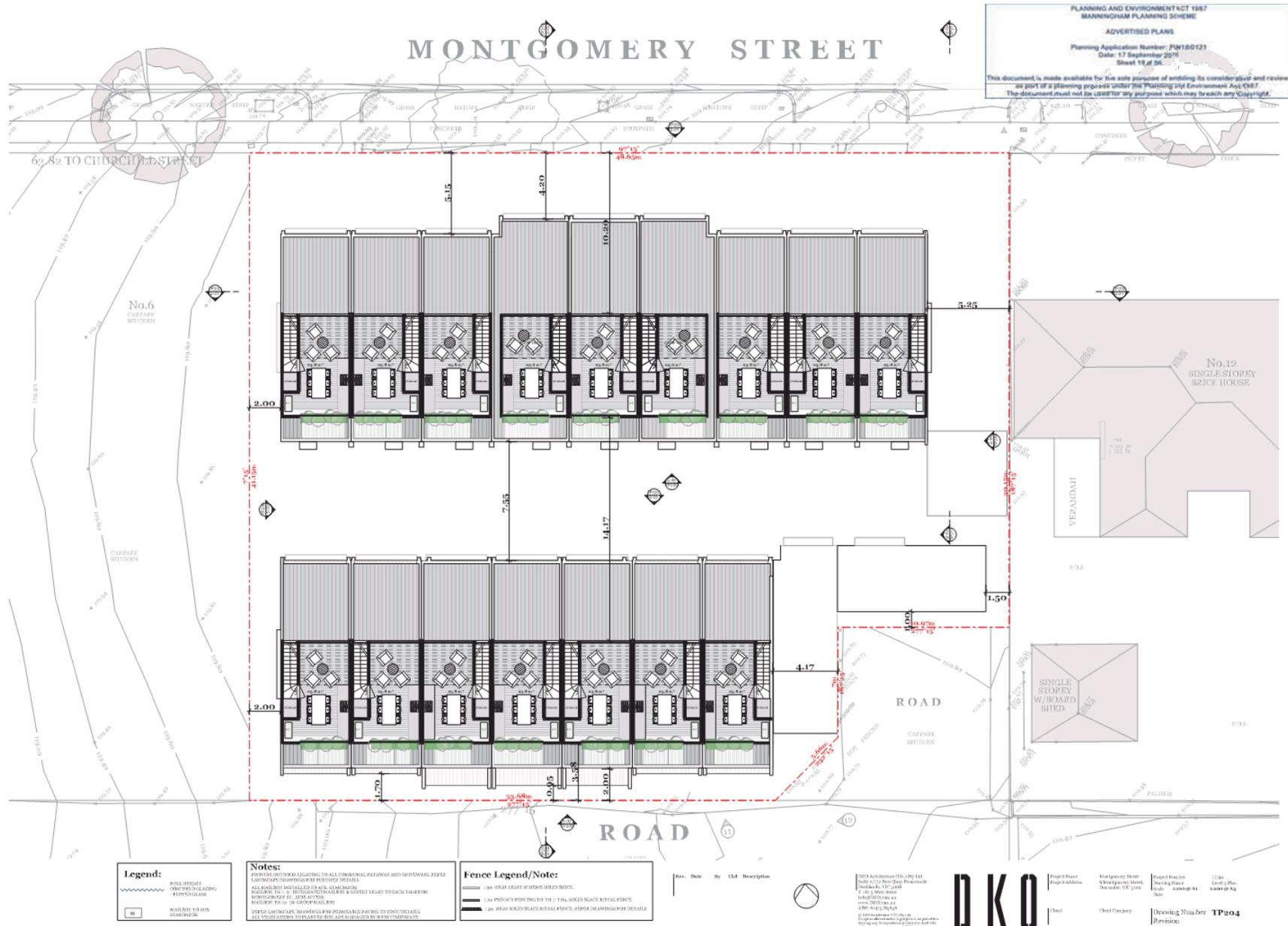
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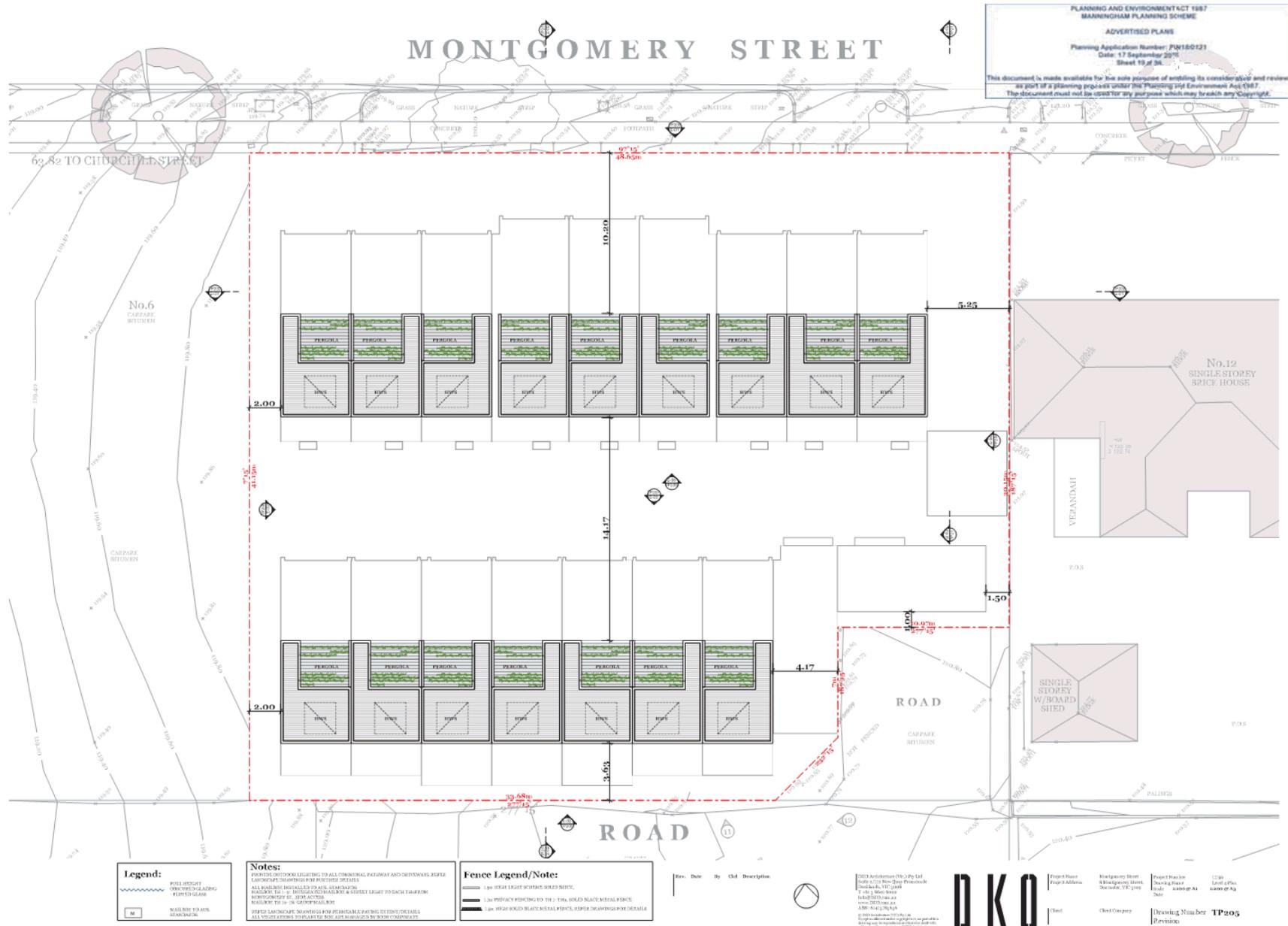
Project Name	Montgomery Street	Drawing Name	Design Response
Project Number	11759	Drawing Number	TP110
Date	18/07/2018	Revision	
Scale			











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 Date: 17 Nov 18
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SCHEME 1



1. Matte Charcoal Metal Cladding



2. Dark Natural Concrete



3. Dark Powder Coat (window/door frames)



4. Grey Glass



5. Timber Batten Balustrade



6. Natural Light Concrete 1



7. Light Textured Brick 1



8. Clear Glass



9. Dark Grey Fluted Glass



10. Black Timber cladding

SCHEME 2



1. Matte Charcoal Metal Cladding



2. Dark Natural Concrete



3. Dark Powder Coat (window/door frames)



4. Grey Glass



5. Timber Batten Balustrade



6. Natural Dark Concrete 2



7. Dark Textured Brick 2



8. Clear Glass



9. Dark Grey Fluted Glass



10. Black Timber cladding

CLADDING NOTES:
 1. ALL GLAZING TO LEVEL 2: ADE DARK GREY GLASS U.N.O
 2. ALL GLAZING TO INTERNAL SOUTH ELEVATION, EAST & WEST ARE FLUTED GREY GLASS U.N.O



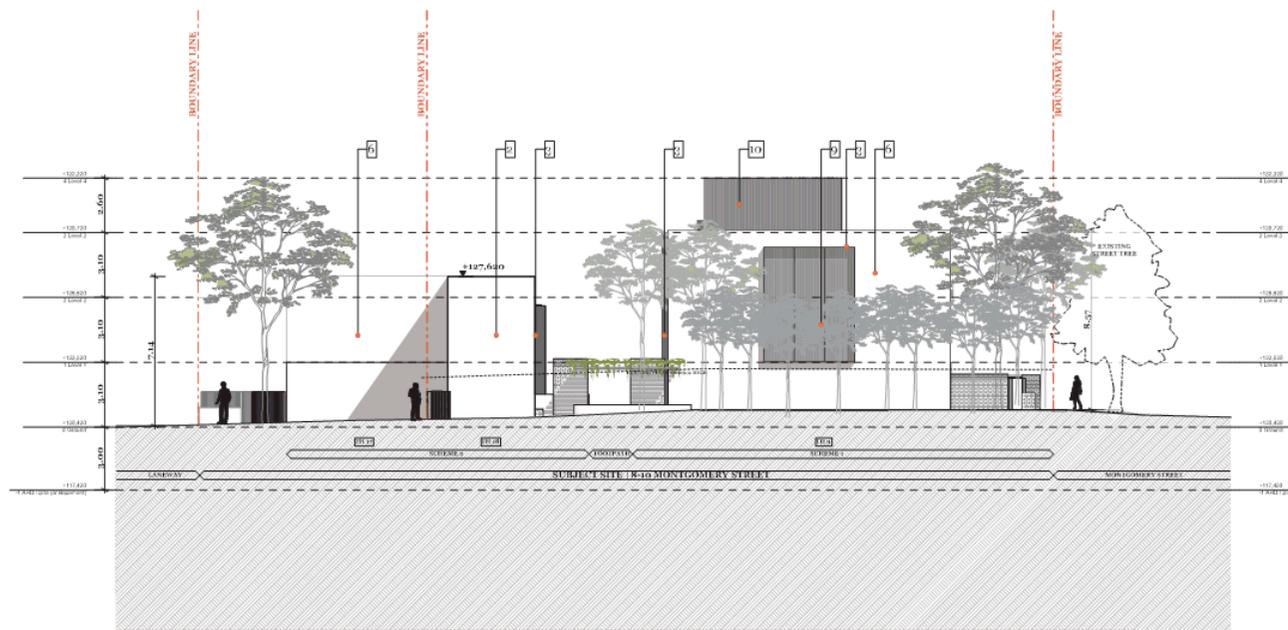
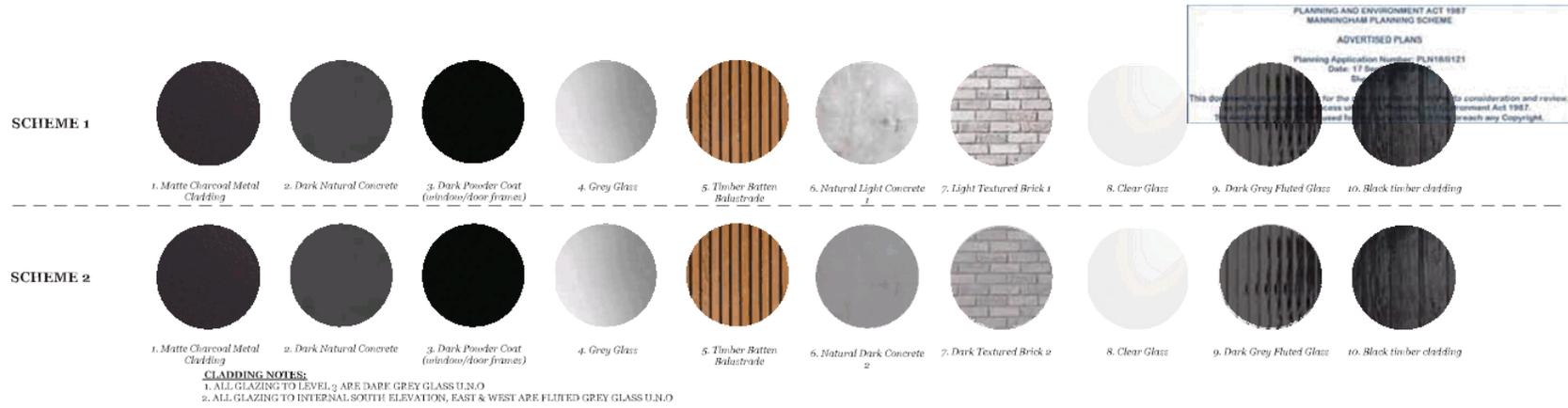
(E-01) NORTH ELEVATION 1:100

Rev. Date By Ctd Description

DKO Architecture Pty Ltd
 Suite 1/11 New Quay Promenade
 Docklands, VIC 3008
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 F: 03 9493 8889
 www.dko.com.au
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Project Name: Project Address:	Montgomery Street 4 Montague Street, Docklands, VIC 3008	Project Title: Design Stage: Scale:	1/200 RANGE ELEVATION 1:1000 @ A3 2:1
Client Name:	Drawing Number TP303		
	Revision:		



(E-04) EAST ELEVATION 1:100

<p>Rev. Date By Ctd Description</p>	<p>DKO Architecture Pty Ltd Suite 1/11 New Quay Promenade Geelong Rd, VIC 3214 T: 03 5266 8816 F: 03 5266 8817 www.dko.com.au 2/80-81/270-272</p>	<p>DKO</p>	<p>Project Name: Project Address: Municipality Street: Geelong, VIC 3214 Project Date: Drawing Date: Scale: 1:100 @ A1 Title: Client Name: Drawing Number: TP304 Revision:</p>
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 Planning Application Number: PLN186121
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SCHEME 1



1. Matte Charcoal Metal Cladding



2. Dark Natural Concrete



3. Dark Powder Coat (window/door frames)



4. Grey Glass



5. Timber Batten Balustrade



6. Natural Light Concrete 1



7. Light Textured Brick 1



8. Clear Glass



9. Dark Grey Fluted Glass



10. Black Timber cladding

SCHEME 2



1. Matte Charcoal Metal Cladding



2. Dark Natural Concrete



3. Dark Powder Coat (window/door frames)



4. Grey Glass



5. Timber Batten Balustrade



6. Natural Dark Concrete 2



7. Dark Textured Brick 2



8. Clear Glass

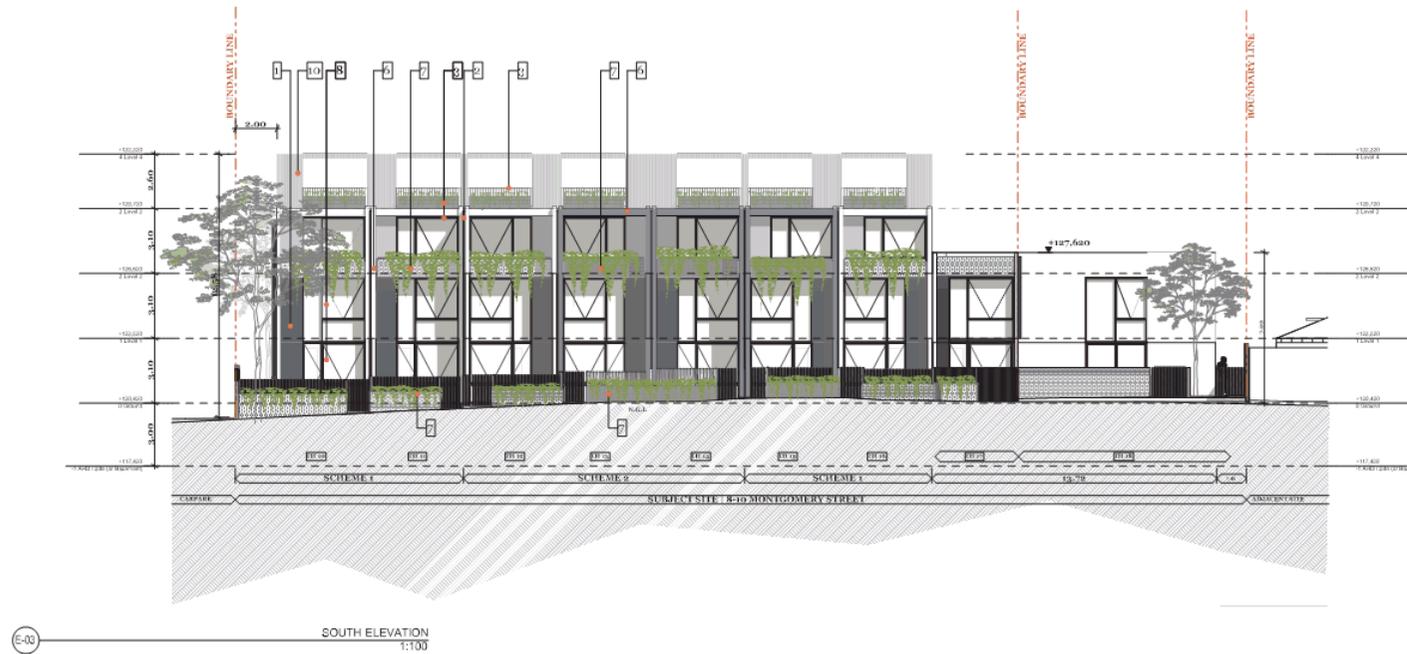


9. Dark Grey Fluted Glass



10. Black Timber cladding

CLADDING NOTES:
 1. ALL GLAZING TO LEVEL 2. ADE DARK GREY GLASS U.N.O
 2. ALL GLAZING TO INTERNAL SOUTH ELEVATION, EAST & WEST ARE FLUTED GREY GLASS U.N.O



(5-02)

SOUTH ELEVATION
1:100

Rev. Date By Ctd Description

DKO Architecture Pty Ltd
 Suite 01/10 New Quay Professional
 Building 46, VIE 2048
 1-100 St Johns Road
 North Sydney NSW 1585
 Australia
 Tel: +61 (0)2 9550 7600
 Fax: +61 (0)2 9550 7601
 Email: info@dko.com.au
 www.dko.com.au

DKO

Project Name: Montgomery Street
 Project Address: Montgomery Street, Dundas, VIC 3193
 Project Phase: Design Phase
 Drawing No: 18000-03-A1
 Date: 13/02/19
 Client Name: [Redacted]
 Drawing Number: **TP305**
 Revision:

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SCHEME 1



1. Matte Charcoal Metal Cladding



2. Dark Natural Concrete



3. Dark Powder Coat (window/door frames)



4. Grey Glass



5. Timber Batten Balustrade



6. Natural Light Concrete 1



7. Light Textured Brick 1



8. Clear Glass



9. Dark Grey Fluted Glass



10. Black timber cladding

SCHEME 2



1. Matte Charcoal Metal Cladding



2. Dark Natural Concrete



3. Dark Powder Coat (window/door frames)



4. Grey Glass



5. Timber Batten Balustrade



6. Natural Dark Concrete 2



7. Dark Textured Brick 2



8. Clear Glass

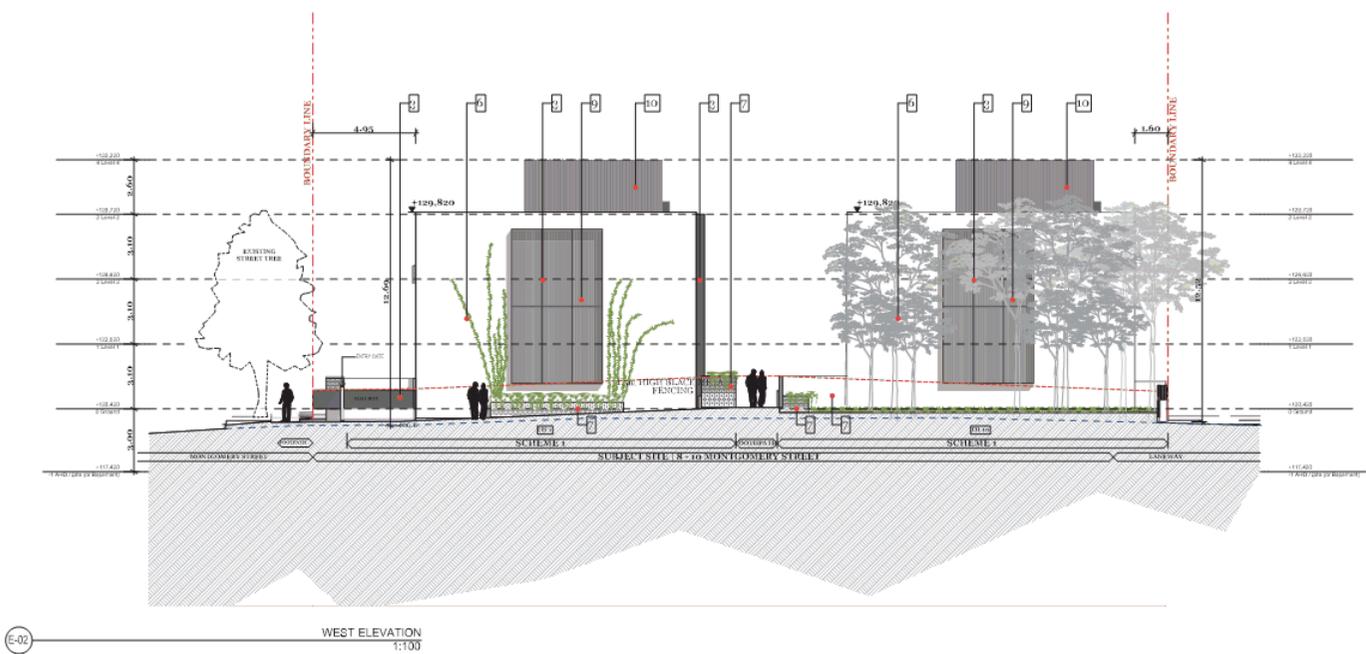


9. Dark Grey Fluted Glass



10. Black timber cladding

CLADDING NOTES:
 1. ALL GLAZING TO LEVEL 2 ADE DARK GREY GLASS U.N.O
 2. ALL GLAZING TO INTERNAL SOUTH ELEVATION, EAST & WEST ARE FLUTED GREY GLASS U.N.O



(5-02) WEST ELEVATION 1:100

<table border="0"> <tr> <th style="text-align: left;">Rev.</th> <th style="text-align: left;">Date</th> <th style="text-align: left;">By</th> <th style="text-align: left;">Cld</th> <th style="text-align: left;">Description</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	Rev.	Date	By	Cld	Description						DKO Architecture Pty Ltd Suite 4/11 New Quay Promenade Docklands, VIC 3008 T: 03 9399 8888 F: 03 9399 8888 www.dko.com.au 2000/01/01/19/01/01	DKO	Project Name: Project Address: Montgomery Street Docklands, VIC 3008	Project Title: Design Phase: Stage: 1/1000 @ A3 Date:	Title: Client Name: Drawing Number: TP306 Revision:
Rev.	Date	By	Cld	Description											

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SCHEME 1



1. Matte Charcoal Metal Cladding



2. Dark Natural Concrete



3. Dark Powder Coat (window/door frames)



4. Grey Glass



5. Timber Batten Balustrade



6. Natural Light Concrete 1



7. Light Textured Brick 1



8. Clear Glass



9. Dark Grey Fluted Glass



10. Black Timber cladding

SCHEME 2



1. Matte Charcoal Metal Cladding



2. Dark Natural Concrete



3. Dark Powder Coat (window/door frames)



4. Grey Glass



5. Timber Batten Balustrade



6. Natural Dark Concrete 2



7. Dark Textured Brick 2



8. Clear Glass



9. Dark Grey Fluted Glass



10. Black Timber cladding

CLADDING NOTES:
 1. ALL GLAZING TO LEVEL 2 ARE DARK GREY GLASS U.N.O
 2. ALL GLAZING TO INTERNAL SOUTH ELEVATION, EAST & WEST ARE FLUTED GREY GLASS U.N.O



5-00

INTERNAL ELEVATION (NORTH)
1:100

Rev. Date By Cld Description

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 Suite 1/11 New Quay Promenade
 Docklands, VIC 3008
 T: 03 9399 8818
 F: 03 9399 8819
 www.dko.com.au
 2/001/01/19/001

DKO

Project Name
Project Address

Designing Street
Manningham Shire,
Victoria, VIC 3176

Project Phase
Design Phase
Issue: 01/19/001
Date: 13/02/19

Client
Manningham Shire Council
03 9399 7333
03 9399 7333

Client Contact

Drawing Number **TP307**
Revisions:

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 Docklands, VIC 3008
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 www.dko.com.au
 2/800 041 750/50



Project Name
 Project Address

Surveying Firm
 4 Kingsway Street,
 Docklands, VIC 3008

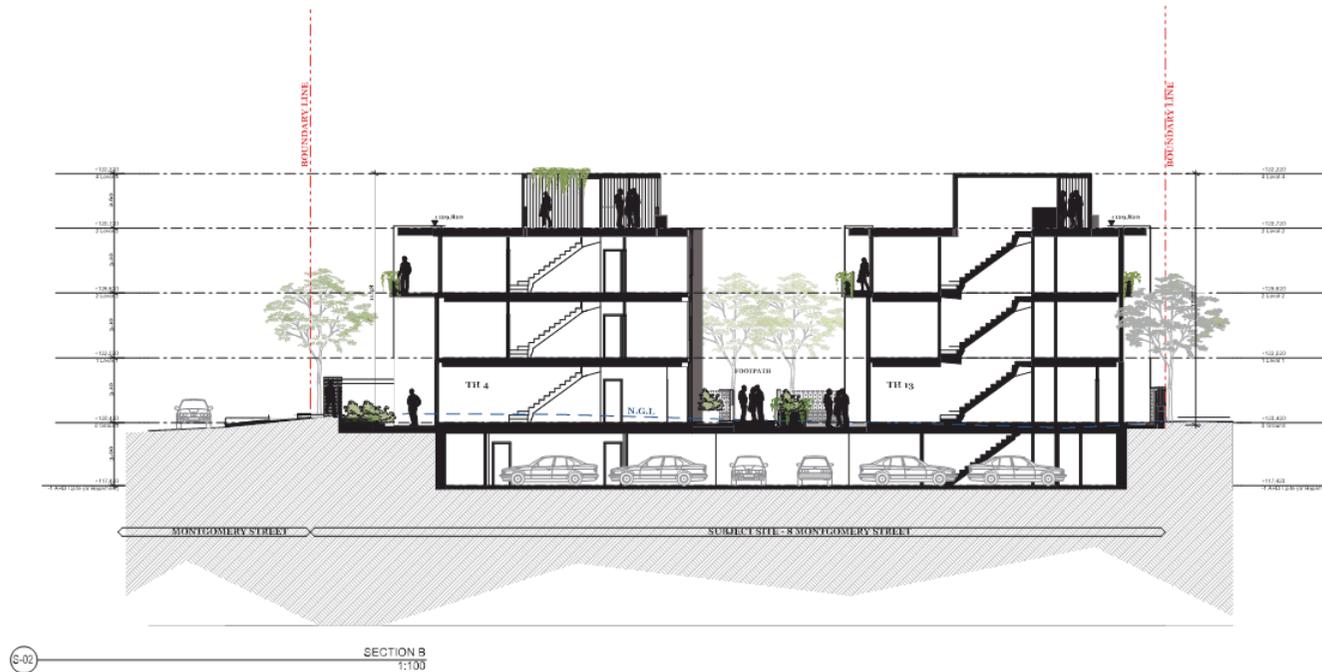
Project Name
 Drawing Title
 Issue name: 01
 Date: 17/09/18

1/20
 SECTION A

Client Name

Drawing Number
 Revision: TP309
 P1

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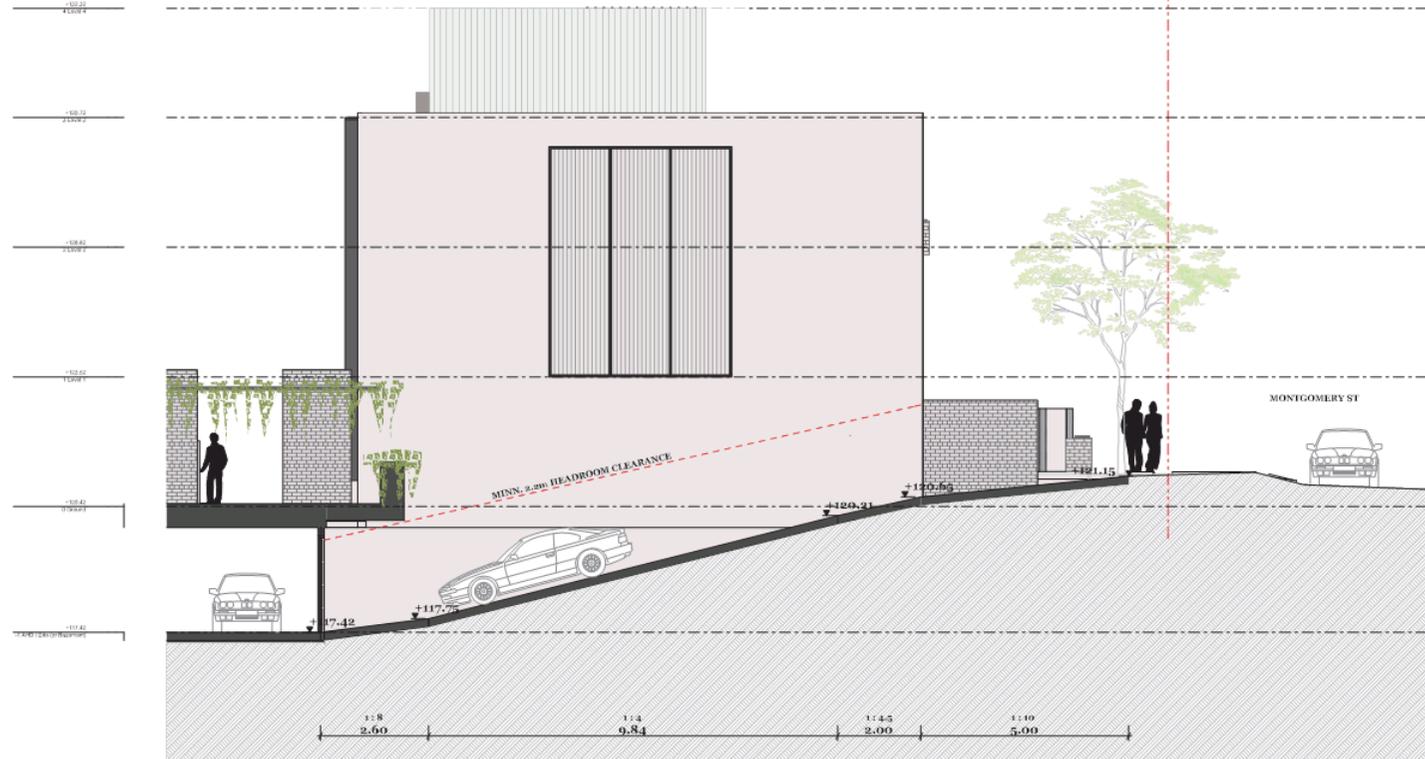
Rev. Date By Ctd Description

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Project Name: Montgomery Street
 Project Address: Montgomery Street,
 Docklands, VIC 3008
 Project Description: 4 storey office
 and retail development
 1/11 New Quay
 Drawing Number: TP310
 Revision:

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(S-01) SECTION C
 1:50

Rev. Date By Ctd Description

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 Suite 1/11 New Day Professional
 Douglas Rd, VIC 3048
 P.O. Box 9000
 Melbourne VIC 3001
 Australia
 Tel: +61 (0)3 9593 9000
 Fax: +61 (0)3 9593 9001
 Email: info@dko.com.au
 www.dko.com.au



Project Name
 Project Address

Montgomery Street
 43 Montgomery Street,
 Doreville, VIC 3109

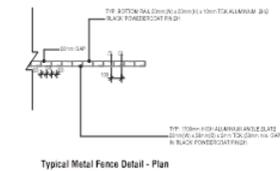
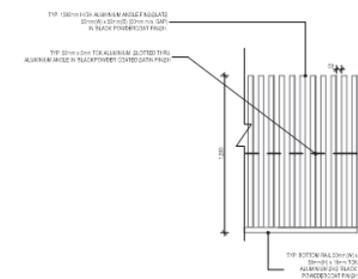
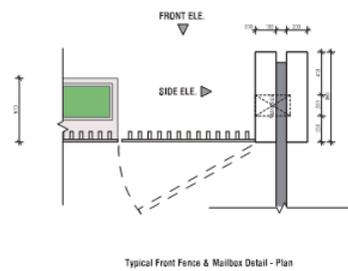
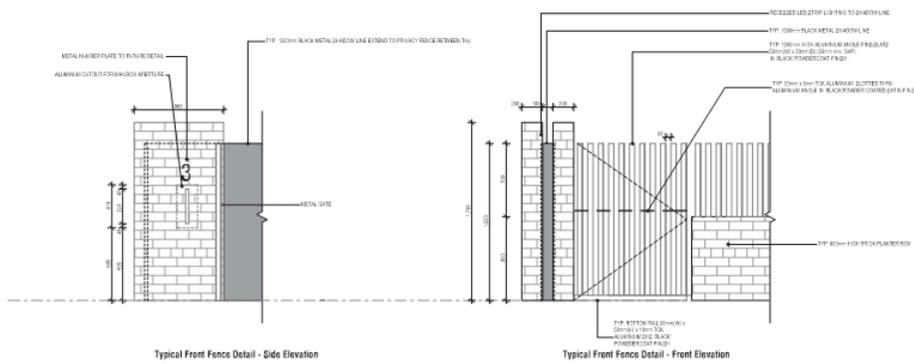
Project Title
 Description
 No. of Storeys

1/19
 REC/D/0-C

Client Name

Drawing Number TP311
 Revision:

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FENCE DETAILS
 1:20

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 Suite 1/11 River Street
 Docklands, VIC 3008
 T: 03 9499 9400
 F: 03 9499 9401
 E: info@dko.com.au
 W: www.dko.com.au



Project Name: Kingsway Street Management Street, Docklands, VIC 3008
 Project Address: Kingsway Street, Docklands, VIC 3008
 Project Date: 17/09/2018
 Drawing Number: TP312
 Revision:

PLANNING AND ENVIRONMENT ACT 1987
 MANNINGHAM PLANNING SCHEME

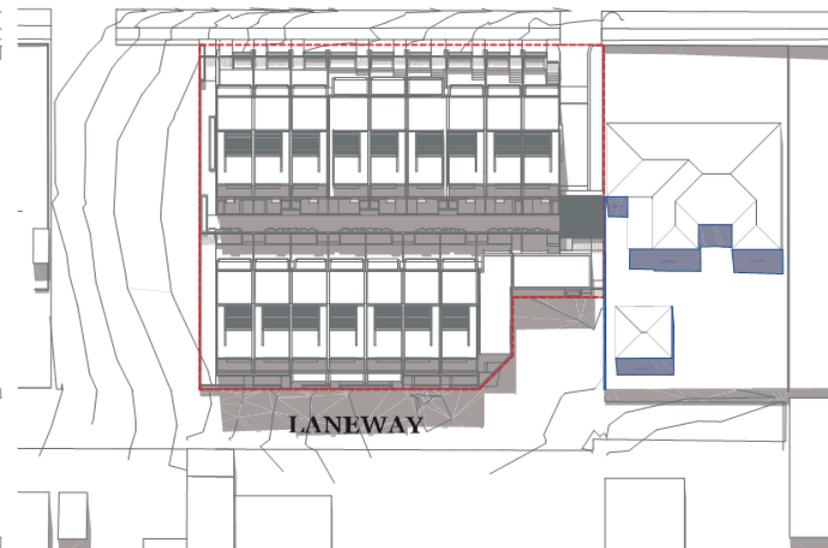
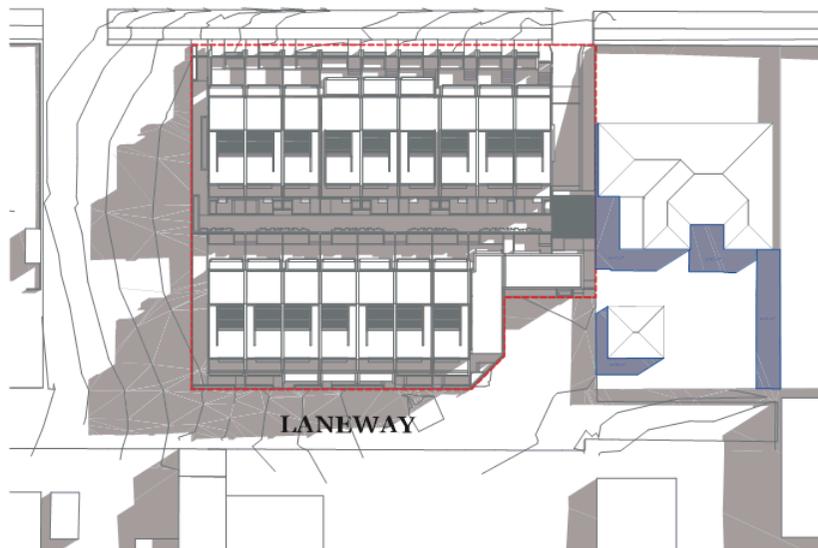
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Planning Application Number: PLN18/0121
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MONTGOMERY ST

MONTGOMERY ST



Shadow Diagram - 9am 1:500

Shadow Diagram - 12pm 1:500

Total POS: 414.39 m²
 Existing Shadow: 144.62 m²
 Additional Shadow: 0 m²

Total POS: 414.39 m²
 Existing Shadow: 69.70 m²
 Additional Shadow: 0 m²

Total Shadow: 144.62 m²

Total Shadow: 69.70 m²



DFO Architecture (Vic.) Pty Ltd T +61 3 8601 6000
 Suite 2/112 New Quay Promenade info@dfo.com.au
 Docklands, VIC 3008 www.dfo.com.au
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Project Name Montgomery Street
 Project Number 11759
 Date
 Scale

Drawing Name Shadow Diagram - 9am/12pm
 Drawing Number TP400
 Revision

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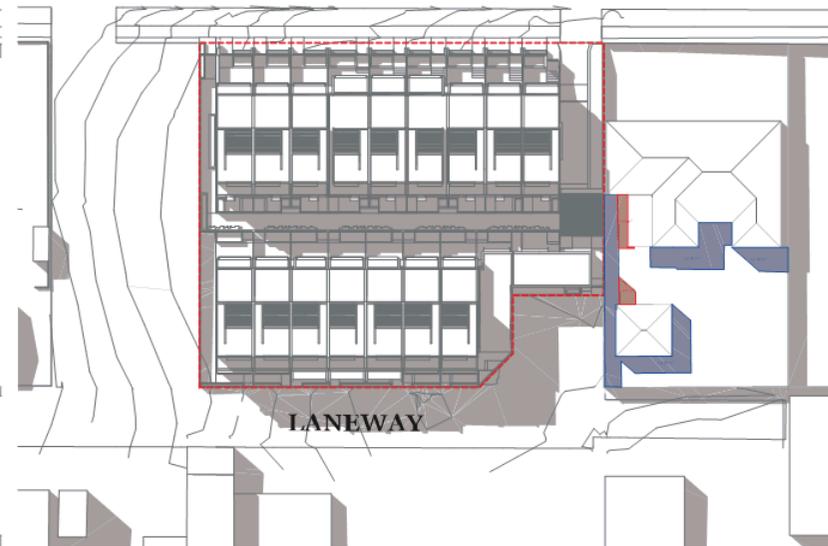
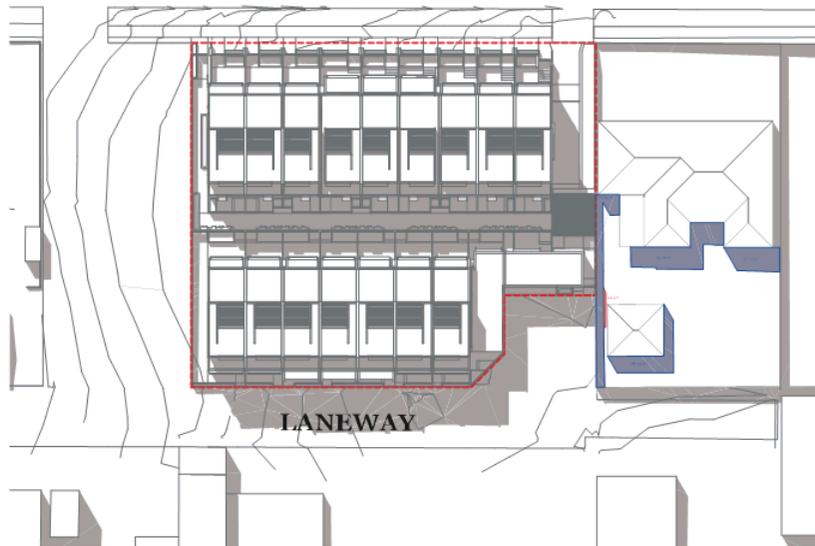
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MONTGOMERY ST

MONTGOMERY ST



Shadow Diagram - 1pm 1:500

Shadow Diagram - 2pm 1:500

Total POS: 414.39 m²
 Existing Shadow: 95.19m²
 Additional Shadow: 1.22m²
 Total Shadow: 96.41 m²

Total POS: 414.39 m²
 Existing Shadow: 113.77 m²
 Additional Shadow: 12.26 m²
 Total Shadow: 126.03 m²



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 Suite 2/112 New Quay Promenade info@DFO.com.au
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 Project Number 11759
 Date
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Drawing Name Shadow Diagram - 1pm/2pm
 Drawing Number TP401
 Revision

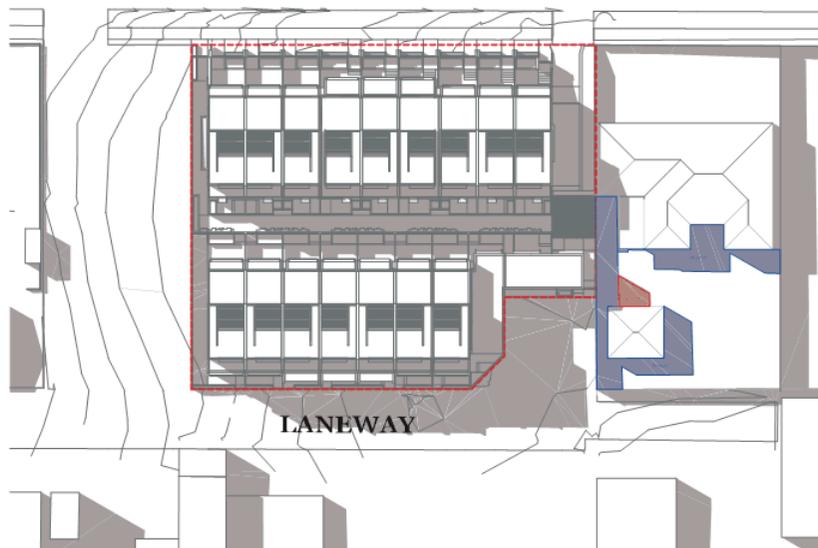
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MONTGOMERY ST



Shadow Diagram - 3pm 1:500

Total POS: 414.39 m²
Existing Shadow: 136.04 m²
Additional Shadow: 9.63 m²
Total Shadow: 145.67 m²



DFO Architecture (Vic.) Pty Ltd T +61 3 8601 6000
 Suite 2/112 New Quay Promenade info@DFO.com.au
 Docklands, VIC 3008 www.DFO.com.au
 ABN: 61413783636

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Project Name Montgomery Street
 Project Number 11759
 Date
 Scale

Drawing Name Shadow Diagram - 3pm
 Drawing Number TP402
 Revision

5. LEGISLATIVE REQUIREMENTS

5.1 PLANNING AND ENVIRONMENT ACT 1987 (THE ACT)

The *Planning and Environment Act 1987* is the relevant legislation governing planning in Victoria. The Act identifies subordinate legislation in the form of Planning Schemes to guide future land use and development.

Section 60 of The *Planning and Environment Act*, requires the Responsible Authority to consider the following before deciding on an application:

- *The relevant planning scheme;*
- *The objectives of planning in Victoria;*
- *All objections and other submissions which it has received and which have not been withdrawn;*
- *Any decision and comments of a referral authority which it has received;*
- *Any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development; and*
- *Any significant social effects and economic effects which the responsible authority considers the use or development may have.*

Section 61(4) of the Act makes specific reference to covenants. Under Section 61(4) of the *Planning & Environment Act 1987* the Responsible Authority must not issue a planning permit that would result in a breach of a registered restrictive covenant.

5.2 MANNINGHAM PLANNING SCHEME

Clauses of the Manningham Planning Scheme the Responsible Authority must consider:

- State Planning Policy Framework
- Local Planning Policy Framework
- Clause 32.07 Residential Growth Zone, Schedule 3 (RGZ3)
- Clause 43.02 Design and Development Overlay, Schedule 13 (DDO13)
- Clause 52.06 Car Parking
- Clause 52.34 Bicycle Facilities
- Clause 55 Two or more dwellings on a lot and Residential Buildings
- Clause 65 Decision Guidelines

Zone

Clause 32.07 Residential Growth Zone, Schedule 3

The purpose of the Residential Growth Zone is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To provide housing at increased densities in buildings up to and including four storey buildings.*
- *To encourage a diversity of housing types in locations offering good access to services and transport including activity centres and town centres.*
- *To encourage a scale of development that provides a transition between areas of more intensive use and development and other residential areas.*
- *To ensure residential development achieves design objectives specified in a schedule to this zone.*

- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

Schedule 3 specifically applies to residential areas surrounding prominent intersections and/or interfacing commercial areas. The design objectives of this schedule are:

- *To increase residential densities and provide a range of housing types around activity centres.*
- *To support four storey, 'apartment style' developments on larger lots where ResCode standards can be met and which are located at prominent intersections and/or which interface commercial areas.*
- *To ensure new development is well articulated and upper storey elements are not unduly bulky or visually intrusive when viewed from the public realm.*
- *To provide built form and landscape outcomes that provide for an appropriate transition to surrounding development.*

A Planning Permit is required to construct two or more dwellings on a lot.

The Schedule to the Zone specifies that a building used as a dwelling or residential building must not exceed a height of 13.5 metres.

An assessment for buildings and works for two or more dwellings is required under the provisions of Clause 55 of the Manningham Planning Scheme.

The purpose of Clause 55 is generally to provide well designed dwellings with considered regard to internal amenity, while at the same time, maintaining the amenity and character of the locality, with particular emphasis on the amenity of adjoining residents.

Overlay

Clause 43.02 Schedule 13 to the Design and Development Overlay

The design objectives are as follows:

- *To increase residential densities and provide a range of housing types around The Pines Activity Centre.*
- *To increase residential densities and provide a range of housing types around activity centres.*
- *To encourage development that is contemporary in design that includes an articulated built form and incorporates a range of visually interesting building materials and façade treatments.*
- *To support four storey, 'apartment style', developments on larger lots where ResCode standards can be met and which are located at prominent intersections and/or which interface commercial areas.*
- *To ensure new development is well articulated and upper storey elements are not unduly bulky or visually intrusive when viewed from the public realm.*
- *To encourage spacing between developments to minimise a continuous building line when viewed from a street.*
- *To ensure the design and siting of dwellings have regard to the future development opportunities and future amenity of adjoining properties.*
- *To ensure overlooking into adjoining properties is minimised.*
- *To provide built form and landscape outcomes that provide for an appropriate transition to surrounding development.*
- *To encourage landscaping around buildings to enhance separation between buildings and soften built form.*

- *To ensure development is designed and sited to maximise opportunities for public surveillance of the public realm and provide safe, accessible environments by integrating to adjoining or nearby commercial areas.*
- *To create a boulevard effect along Doncaster Road and Manningham Road by planting trees within the front setback that are consistent with the street trees.*
- *To ensure the design of basement and undercroft car parking complement the design of the building, minimises unsightly projections of basement walls above natural ground level and are sited to provide effective screen planting*
- *To ensure that on-site car parking is designed and located having regard to local traffic conditions.*

A Planning Permit is required to construct a building or construct or carry out works under this overlay. Buildings and works are required to achieve the following:

Building Height

The maximum height of a building and works must not exceed 13.5 metres. For the purpose of this Schedule, maximum building height does not include building services, lift over-runs and roof mounted equipment, including screening devices. A permit cannot be granted to vary this requirement.

Form

Development must:

- *Ensure that the site area covered by buildings does not exceed 60 percent.*
- *Preferably be on a lot with a minimum area of 1800sqm and comply with the setback requirements in ResCode Clause 55.04-1.*
- *Be set back 6m from the front boundary, unless a reduced setback provides transition to adjacent buildings or is located at the prominent intersection of two main roads. For the purposes of this Schedule, balconies, terraces, and verandahs may encroach within the front setback by a maximum of 2.0m, but must not extend along the width of the building.*
- *Provide visual interest through articulation, glazing and variation in materials and textures.*
- *Minimise buildings on side and rear boundaries to create spacing between developments.*
- *Where appropriate, ensure that buildings are stepped down to provide a transition to the scale of the adjacent residential development.*
- *Where appropriate, ensure that buildings are designed to step with the slope of the land.*
- *Be designed and sited to address slope constraints, including minimising views of basement projections and/or minimising the height of finished floor levels and providing appropriate retaining wall presentation.*
- *Avoid reliance on below ground light courts for any habitable rooms.*
- *Ensure that the upper level of a four storey building does not exceed 75% of the lower levels, unless it can be demonstrated that there is sufficient architectural interest to reduce the appearance of visual bulk and minimise continuous sheer wall presentation.*
- *Integrate porticos and other design features within the overall design of the building and not include imposing design features such as double storey porticos.*
- *Be designed to minimise overlooking and avoid the excessive application of screen devices.*
- *Ensure design solutions respect the principle of equitable access at the main entry of any building for people of all mobilities.*
- *Ensure basement, basement entries and/or undercroft car parks are not visually obtrusive when viewed from the public realm.*
- *Integrate car parking requirements into the design of buildings.*
- *Ensure the setback of the basement or undercroft car park is consistent with the front building setback and is setback a minimum of 4.0m from the rear boundary, where adjacent to a dwelling in a General Residential Zone 1, to enable effective landscaping to be established.*

- *Ensure that building walls, including basements, are sited a sufficient distance from site boundaries to enable the planting of effective screen planting, including canopy trees, in larger spaces.*
- *Ensure that service equipment, building services, lift over-runs and roof-mounted equipment, including screening devices is integrated into the built form or otherwise screened to minimise the aesthetic impacts on the streetscape and avoids unreasonable amenity impacts on surrounding properties and open spaces.*
- *Ensure that where development incorporates non-residential uses, that transparent glazed windows or doors are provided along ground floor frontages onto a street.*

Car parking and access

Development must:

- *Include only one vehicular crossover, wherever possible, to maximise availability of on street parking and to minimise disruption to pedestrian movement. Where possible, retain existing crossovers to avoid the removal of street tree(s). Driveways must be setback a minimum of 1.5m from any street tree, except in cases where a larger tree requires an increased setback.*
- *Ensure that when the basement car park extends beyond the built form of the ground level of the building in the front and rear setback, any visible extension is utilised for paved open space or is appropriately screened, as is necessary.*
- *Ensure that where garages are located in the street elevation, they are set back a minimum of 1.0m from the front setback of the dwelling.*
- *Ensure that access gradients of basement car parks are designed appropriately to provide for safe and convenient access for vehicles and servicing requirements.*

Landscaping

Development must:

- *Include canopy tree/s within the front setback, which have a spreading crown, and is capable of growing to a height of 8.0m or more at maturity.*
- *Provide opportunities for planting along-side and rear boundaries in areas that assist in breaking up the length of continuous built form and/or soften the appearance of the built form.*

Fencing

- *A front fence must be at least 50 per cent transparent.*
- *On sites that front Doncaster, Tram, Elgar, Manningham, Thompsons, Blackburn and Mitcham Roads, a fence must:*
 - *not exceed a maximum height of 1.8m;*
 - *be set back a minimum of 1.0m from the front title boundary;**and a continuous landscaping treatment within the 1.0m setback must be provided.*

State Planning Policy Framework

The relevant sections of the state planning policy framework are as follows:

Clause 11 (Settlement) seeks planning to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure.

Clause 11.01-1 (Activity Centres) includes the objective to build up activity centres as a focus for high-quality development, activity and living for the whole community by developing a network of activity centres.

Clause 11.01-2 (Activity Centre Planning) includes the objective to encourage the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments

into activity centres which provide a variety of land uses and are highly accessible to the community.

Clause 15.01-1 (Urban Design) seeks to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity. Strategies towards achieving this are identified as follows:

- *Promote good urban design to make the environment more liveable and attractive.*
- *Ensure new development or redevelopment contributes to community and cultural life by improving safety, diversity and choice, the quality of living and working environments, accessibility and inclusiveness and environmental sustainability.*
- *Require development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate.*
- *Ensure transport corridors integrate land use planning, urban design and transport planning and are developed and managed with particular attention to urban design aspects.*
- *Encourage retention of existing vegetation or revegetation as part of subdivision and development proposals.*

Clause 15.01-2 (Urban Design Principle) policy objective is:

- *To achieve architectural and urban design outcomes that contribute positively to local urban character and enhance the public realm while minimising detrimental impact on neighbouring properties.*

The strategy to achieve this is to apply the listed strategies to development proposals for non-residential development or residential development not covered by Clause 54, Clause 55 or Clause 56.

Responsible Authorities are also required to have regard to the State's *Design Guidelines for Higher Density Housing*, which is referenced at Clause 15.01 of the Scheme.

The strategies include the application of design principles to the proposed development relating to context, public realm, safety, pedestrian spaces, energy and resource efficiency, architectural quality and landscape quality.

Clause 15.01-4 (Design for Safety) policy objective is:

- *To improve community safety and encourage neighbourhood design that makes people feel safe.*

The policy seeks to improve community safety and encourage neighbourhood design that makes people feel safe. The strategy identified to achieve this objective is to ensure the design of buildings, public spaces and the mix of activities contribute to safety and perceptions of safety.

Clause 15.01-5 (Cultural Identity and Neighbourhood Character) policy objective is:

- *To recognise and protect cultural identity, neighbourhood character and sense of place.*

The clause includes several strategies to achieve this objective, including to:

- *Ensure development responds and contributes to existing sense of place and cultural identity.*
- *Ensure development recognises distinctive urban forms and layout and their relationship to landscape and vegetation.*
- *Ensure development responds to its context and reinforces special characteristics of local environment and place by emphasising:*
 - *The underlying natural landscape character.*
 - *The heritage values and built form that reflect community identity.*
 - *The values, needs and aspirations of the community.*

Clause 15.02-1 Sustainable development: Energy and resource efficiency

The policy objective is:

- *To encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.*

The clause has the following strategies:

- *Ensure that buildings and subdivision design improves efficiency in energy use.*
- *Promote consolidation of urban development and integration of land use and transport.*
- *Improve efficiency in energy use through greater use of renewable energy.*
- *Support low energy forms of transport such as walking and cycling.*

Clause 16.01-1 Residential development: Integrated housing

The policy objective is:

- *To promote a housing market that meets community needs.*

The clause has the following strategies:

- *Increase the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations, including under-utilised urban land.*
- *Ensure that the planning system supports the appropriate quantity, quality and type of housing, including the provision of aged care facilities.*
- *Ensure housing developments are integrated with infrastructure and services, whether they are located in existing suburbs, growth areas or regional towns.*
- *Encourage housing that is both water efficient and energy efficient.*

Clause 16.01-2 Residential development: Location of residential development

The policy objective is:

- *To locate new housing in or close to activity centres and employment corridors and at other strategic redevelopment sites that offer good access to services and transport.*

The clause includes several strategies to achieve this objective, they include:

- *Increase the proportion of housing in Metropolitan Melbourne to be developed within the established urban area, particularly at activity centres, employment corridors and at other strategic sites, and reduce the share of new dwellings in greenfield and dispersed development areas.*
- *Encourage higher density housing development on sites that are well located in relation to activity centres, employment corridors and public transport.*
- *Ensure an adequate supply of redevelopment opportunities within the established urban area to reduce the pressure for fringe development.*
- *Facilitate residential development that is cost-effective in infrastructure provision and use, energy efficient, incorporates water efficient design principles and encourages public transport use.*
- *Identify opportunities for increased residential densities to help consolidate urban areas.*

Clause 16.01-3 Strategic redevelopment sites

The policy objective is:

- *To identify strategic redevelopment sites for large residential development in Metropolitan Melbourne.*

Specific reference is made at clause 16.01-3 to "strategic redevelopment sites" which are described as:

- *in and around Central Activity Centres;*
- *in or within easy walking distance of Principal or Major Activity Centres;*
- *in or beside Neighbourhood Activity Centres that are well served by public transport;*

- *on or abutting tram, train, light rail and bus routes that are part of the Principal Public Transport Network and close to employment corridors, Central Activities Districts, Principal or Major Activity Centres;*
- *in or near major modal public transport interchanges that are not in Principal or Major Activity Centres;*
- *able to provide ten or more dwellings, close to activity centres and well served by public transport.*

Clause 16.01-4 Housing diversity

The policy objective is:

- *To provide for a range of housing types to meet increasingly diverse needs.*

Clause 18.01-1 Integrated Transport: Land use and transport planning

The policy objective is:

- *To create a safe and sustainable transport system by integrating land-use and transport.*

Clause 18.02-1 Movement networks: Sustainable personal transport

The policy objective is:

- *To promote the use of sustainable personal transport.*

Clause 18.02-2 Cycling

The policy objective is:

- *To integrate planning for cycling with land use and development planning and encourage as alternative modes of travel.*

The clause includes several strategies to achieve this objective including to:

Require the provision of adequate bicycle parking and related facilities to meet demand at education, recreation, shopping and community facilities and other major attractions when issuing planning approvals.

Clause 18.02-4 Management of the road system

The policy objective is:

- *To manage the road system to achieve integration, choice and balance by developing and efficient and safe network and making the most of existing infrastructure.*

Clause 18.02-5 Car parking

The policy objective is:

- *To ensure an adequate supply of car parking that is appropriately designed and located.*

The policy is relevant to the proposal because the application seeks a reduction in the standard car parking requirement of the Scheme. The objective is to ensure an adequate supply of car parking that is appropriately designed and located. It is also required to allocate or require land to be set aside for car parking subject to the existing and potential modes of access including public transport, the demand for off-street car parking, road capacity and the potential for demand management of car parking. Proposals are also encouraged to facilitate the use of public transport.

Local Planning Policy Framework (LPPF)

Municipal Strategic Statement

Clause 21.03 Key Influences

This clause identifies that future housing need and residential amenity are critical land-use issues that will challenge Manningham's future growth and sustainable development. The MSS

acknowledges that there is a general trend towards smaller household size as a result of an aging population and smaller family structure which will lead to an imbalance between the housing needs of the population and the actual housing stock that is available.

This increasing pressure for re-development raises issues about how these changes affect the character and amenity of our local neighbourhoods. In meeting future housing needs, the challenge is to provide for residential re-development in appropriate locations, to reduce pressure for development in more sensitive areas, and in a manner that respects the residential character and amenity valued by existing residents.

Clause 21.05 Residential

This policy outlines the division of Manningham into four Residential Character Precincts. The precincts seek to channel increased housing densities around activity centres and main roads where facilities and services are available. In areas which are removed from these facilities a lower intensity of development is encouraged. A low residential density is also encouraged in areas that have identified environmental or landscape features.

The site is within “Precinct 2 –Residential Areas Surrounding Activity Centres and Along Main Roads”.

A substantial level of change is anticipated in Precinct 2 with these areas being a focus for higher density developments.

The subject site and adjoining residential properties to the east are applied the Design and Development Overlay, Schedule 13 (shown on Manningham Planning Scheme maps as DDO13). This overlay applies to “*Residential Areas Surrounding Prominent Intersections and/or Interfacing Commercial Areas*” and is where increased residential densities, including up to four storey ‘apartment style’ developments (13.5 metres) on larger lots preferably with a maximum area of 1800sqm will be considered. All development should have a minimum site coverage of 60 per cent.

Development in Precinct 2 should:

- *Provide for contemporary architecture*
- *Achieve high design standards*
- *Provide visual interest and make a positive contribution to the streetscape*
- *Provide a graduated building line from side and rear boundaries*
- *Minimise adverse amenity impacts on adjoining properties*
- *Use varied and durable building materials*
- *Incorporate a landscape treatment that enhances the overall appearance of the development*
- *Integrate car parking requirements into the design of buildings and landform.*

Clause 21.05-2 *Housing* includes the following objectives:

- *To accommodate Manningham’s projected population growth through urban consolidation, in infill developments and Key Redevelopment Sites.*
- *To ensure that housing choice, quality and diversity will be increased to better meet the needs of the local community and reflect demographic changes.*
- *To ensure that higher density housing is located close to activity centres and along main roads in accordance with relevant strategies.*
- *To promote affordable and accessible housing to enable residents with changing needs to stay within their local neighbourhood or the municipality.*
- *To encourage development of key Redevelopment Sites to support a diverse residential community that offers a range of dwelling densities and lifestyle opportunities.*

- *To encourage high quality and integrated environmentally sustainable development.*

The strategies to achieve these objectives include:

- *Ensure that the provision of housing stock responds to the needs of the municipality's population.*
- *Promote the consolidation of lots to provide for a diversity of housing types and design options.*
- *Ensure higher density residential development occurs around the prescribed activity centres and along main roads identified as Precinct 2 on the Residential Framework Plan 1 and Map 1 to this clause.*
- *Encourage development to be designed to respond to the needs of people with limited mobility, which may for example, incorporate lifts into three storey developments.*

The objective of Clause 21.05-4 *Built form and neighbourhood character* seeks to:

- *To ensure that residential development enhances the existing or preferred neighbourhood character of the residential character precincts as shown on Map 1 to this Clause.*

The strategies to achieve this objective include:

- *Require residential development to be designed and landscaped to make a positive contribution to the streetscape and the character of the local area.*
- *Ensure that where development is constructed on steeply sloping sites that any development is encouraged to adopt suitable architectural techniques that minimise earthworks and building bulk.*
- *Ensure that development is designed to provide a high level of internal amenity for residents.*
- *Require residential development to include stepped heights, articulation and sufficient setbacks to avoid detrimental impacts to the area's character and amenity.*

Clause 21.09 Activity Centres and Commercial Areas

This section applies to all activity centres and commercial areas identified in Framework Plan 5.

The Doncaster East Village Activity Centre is identified as a Neighbourhood Activity Centre.

The relevant key issues, objectives and strategies for Neighbourhood Activity centres are:

Key issues:

- The long-term viability of Neighbourhood Activity Centres and the impact of the Doncaster Shoppingtown and The Pines expansions.
- Pressure for commercial and retail development outside Neighbourhood Activity Centres.
- The appearance of buildings, car parking and signage.
- Impact of Neighbourhood Activity Centres on adjoining residential areas.
- Lack of suitable community facilities, social services, public spaces and infrastructure to meet future needs.
- Provision of appropriate car parking and traffic management arrangements

Objectives:

- *To maintain the role of Neighbourhood Activity Centres to meet local convenience needs.*
- *To achieve active street frontages in Neighbourhood Activity Centres.*
- *To discourage the location of new commercial and retail development outside Neighbourhood Activity Centres.*
- *To minimise the negative impact of Neighbourhood Activity Centres on the amenity of adjoining residential areas.*

- *To achieve high quality urban design which promotes a sense of place, community identity, social interaction and a safe environment.*
- *To provide landscaping to soften built form.*
- *To achieve building design which includes accessibility and reduces the need to modify or alter buildings, in response to future changing needs and uses.*
- *To ensure that public spaces provide a high standard of amenity, convenience, accessibility and safety.*
- *To provide quality community services and facilities in proximity to and within Neighbourhood Activity Centres.*
- *To ensure that adequate infrastructure is provided as part of any development.*
- *To improve pedestrian, bicycle and public transport access to Neighbourhood Activity Centres.*
- *To achieve effective and safe pedestrian movement within Neighbourhood Activity Centres.*
- *To ensure appropriate traffic management and adequate parking provision.*
- *To ensure that development provides the highest level of access for all people.*

Strategies to achieve these objectives:

- *Encourage a mix of uses including residential development to ensure the long term viability and competitiveness of the activity centres.*
- *Require the location of new commercial and retail uses to be within activity centres.*
- *Upgrade the appearance of Neighbourhood Activity Centres through the implementation of Urban Design Masterplans.*
- *Ensure that land use and development within Neighbourhood Activity Centres minimises the impact on residential amenity.*
- *Encourage high quality and contemporary built form.*
- *Encourage car parking areas at the rear, side or underneath buildings in a way that responds to landform and surrounding development.*
- *Encourage the use of landscaping to soften the visual appearance of development.*
- *Encourage signs which complement the character and amenity of the area, the site and surrounds, built form and streetscape, minimise clutter, are well designed and improve the site's attractiveness and function.*
- *Encourage the establishment of community based facilities in or adjacent to activity centres to encourage social interaction and to service resident needs.*
- *Design public spaces to provide a high standard of amenity, convenience, accessibility and safety.*
- *Require an economic assessment of the impacts of significant proposed developments/expansions on other activity centres.*
- *Require a traffic and car parking assessment to be prepared for development, where appropriate.*
- *Maximise opportunities for car parking including consolidation of land (e.g. at the rear of shops).*

Clause 21.10 Environmentally Sustainable Development

Council's Environmentally Sustainable Development Policy seeks to achieve best practice design, construction and operation for new development.

A number of considerations are to be made under the headings: key issues, objectives, and strategies relating to the following areas:

- Clause 21.10- 2 Energy Performance
- Clause 21.10-3 Water Sensitive design.
- Clause 21.10-4 External environmental amenity and internal healthy environment considerations

- Clause 21.10-5 Waste Management
- Clause 21.10- 6 Quality of Private and Public realm
- Clause 21.10-7 Transport
- Clause 21.10-8 Urban Ecology

Local Planning Policy

Clause 22.08 Safety through urban design

This policy applies to all land in Manningham. It endeavours to provide and maintain a safer physical environment for those who live in, work in or visit the City of Manningham. The policy seeks attractive, vibrant and walkable public spaces where crime, graffiti and vandalism is minimised.

Clause 22.09 Access for disabled people

This policy also applies to all land in Manningham. It seeks to ensure that people with a disability have the same level of access to buildings, services and facilities as any other person. The policy requires the needs of people with a disability to be taken into account in the design of all proposed developments.

Clause 22.12 Environmentally Sustainable Development

This policy applies throughout the City of Manningham to residential and non-residential development that requires a planning permit in accordance with the thresholds in Table 1 of this Policy (except for land affected by the Activity Centre Zone (Schedule 1) that applies to Doncaster Hill). The policy contains an overarching objective that development should achieve best practice in environmentally sustainable development from the design stage through to construction and operation.

Particular Provisions

Clause 52.06 Car Parking

Pursuant to Clause 52.06-5, car parking is required to be provided at the following rate:

- 1 space for 1 and 2 bedroom dwellings
- 2 spaces for 3 or more bedroom dwellings

Due to the site's location within the Principal Public Transport Network Area, no visitor parking is required to be provided on site.

Clause 52.06-9 outlines various design standards for parking areas that should be achieved.

Clause 52.34 Bicycle Facilities

Pursuant to Clause 52.34-3, the following number of bicycle spaces are required in development of four or more storeys:

- 1 space for every 5 dwellings for residents.
- 1 space for every 10 dwellings for visitors.

Clause 55 Two more dwellings on a lot and residential buildings

The development of two or more dwellings on a lot must meet the requirements of this clause. The assessment section of the report identifies where there are non-compliances identified with the proposal.

General Provisions

Clause 65 Decision Guidelines

This clause outlines that before deciding on an application, the responsible authority must consider, as appropriate:

- The State Planning Policy Framework and the Local Planning Policy *Framework*, including the *Municipal Strategic Statement* and local planning policies.
- *The purpose of the zone, overlay or other provision.*
- *The orderly planning of the area.*
- *The effect on the amenity of the area.*

Other Documents

Doncaster East Village Structure Plan

(Attached next page)

Doncaster East Village Structure Plan



November 2011
Updated July 2012

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1 Introduction and Context

1.1 Purpose of the Doncaster East Village Structure Plan

The Doncaster East Village Structure Plan (the “Structure Plan”) provides a strategic framework for the integrated development of the Doncaster East / Devon Plaza area for the next 15-20 years. The Structure Plan reviews and builds on the 2005 *Manningham Activity Centre Strategy*. It describes the Centre as it is now and provides an analysis of the opportunities, and constraints and assesses future needs including feedback from traders and users.

The Structure Plan has been developed to create a holistic and coordinated plan to guide the continued improvement of the Doncaster East Village Activity Centre. The Structure Plan embraces the principles of environmental, social and economic sustainability and guides change to land use, built form, accessibility and connectivity, public spaces and community wellbeing to ensure the long term sustainability and improvement of the Centre.

The Structure Plan provides a vision and objectives for the Doncaster East Village Activity Centre. The Structure Plan sets direction and recommended strategies, and an action plan sets out the works and programs required to achieve the vision.

The purpose of the Doncaster East Village Activity Centre Structure Plan is to:

- Provide certainty to the local community and investors about the future form and use of the Doncaster East Village Activity Centre;
- Manage change to ensure that the Centre remains vibrant and an attractive place to visit and or live;
- Better connect and integrate the north and south side of the Centre.
- Develop an integrated set of strategies to achieve the vision in areas such as traffic management and parking, pedestrian and bicycle connectivity, streetscape improvements and signage;
- Guide decision-makers and other relevant key stakeholders at a local level regarding works and initiatives;
- Guide future use and development in a manner that is consistent with local planning policy; and
- Direct Council resources to best serve the local community.

1.2 Study Area

The Doncaster East Village Activity Centre is one of 9 Neighbourhood Activity Centres within Manningham. It is located on Doncaster Road (west of the Blackburn Road intersection), Doncaster East. The Activity Centre is relatively low-rise, with both commercial and residential areas comprising a mix of predominantly one and two storey buildings. The Centre occupies an area of approximately 23 hectares comprising 4 ha of business zoned land. The area is well serviced by public transport and is approximately 1.3 kilometres north of the Eastern Freeway.

The Doncaster East Village Activity Centre Study Area is generally bounded by a 400 metre radius from the core of the centre, which is located between two bus stops along Doncaster Road. This 400 metre radius represents a reasonable walking distance to the centre and includes:

- The shopping centre including Devon Plaza and office and retail areas along Doncaster Road.
- Those residential areas that have a strong functional inter-relationship with the Centre and which provide the primary opportunities for further residential development in walking distance to the business core.
- Several community facilities including a Police Station and veterinary clinic.
- Council owned land along Montgomery Street including a small reserve, pre-school and car parking areas.

The Structure Plan Boundary is shown in **Figure 1**.

The precinct and sub-precinct boundaries are shown in **Figure 2**

Figure 1: Doncaster East Village Activity Centre Structure Plan Boundary

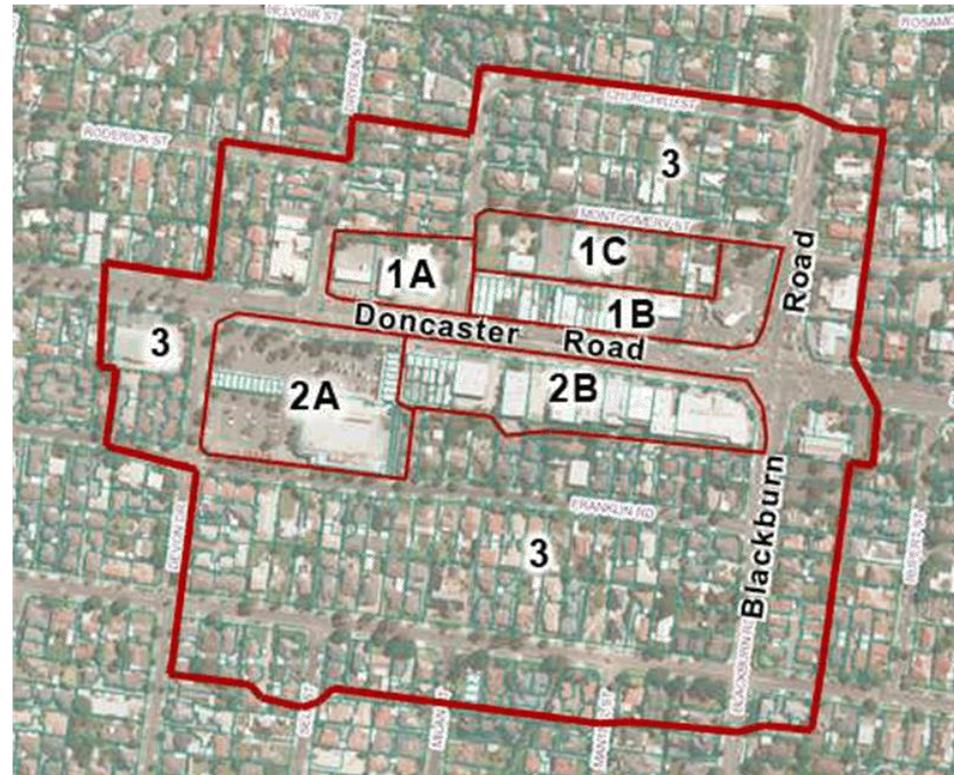
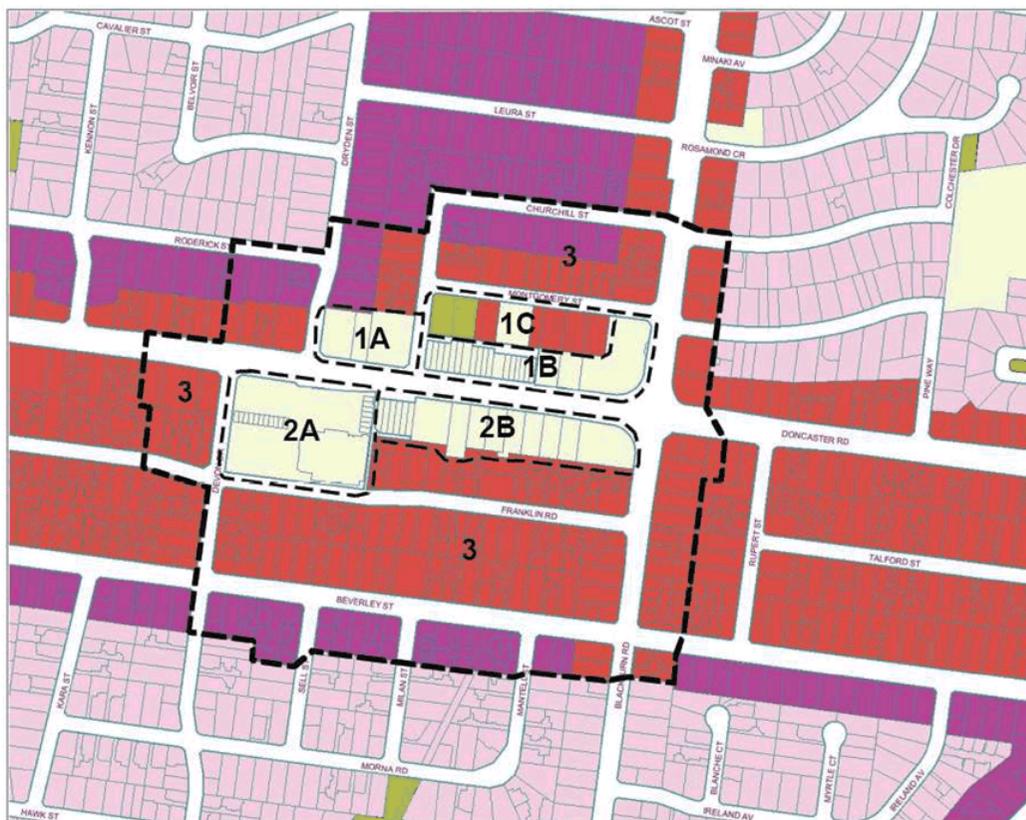


Figure 2: Doncaster East Village Activity Centre Precinct Boundaries



LEGEND:

Precinct 1 - incorporates the commercial development on the north side of Doncaster Road.
Sub-precinct 1A includes commercial development between Dryden and Churchill Streets.
Sub-precinct 1B includes the commercial development between Churchill Street and Blackburn Road.
Sub-precinct 1C includes land on the south side of Montgomery Street which contains a number of Council owned sites comprising a small reserve, the Doncaster East Pre-school, a public car park and a building currently used by Doncare, and several privately owned properties.

Precinct 2 - incorporates the commercial development on the south side of Doncaster Road, commonly referred to as Devon Plaza and other retail and office uses to the east along Doncaster Road.
Sub-precinct 2A includes a supermarket and other retail and grocery outlets.
Sub-precinct 2B includes other retail and office uses to the east along Doncaster Road.

Precinct 3 - incorporates residential areas within the Structure Plan boundary included within the Residential 1 Zone (R1Z) and also affected by the Design and Development Overlay Schedule 8 - Residential Areas Surrounding Activity Centres and Along Main Roads (DDO8). These areas provide the greatest opportunity to increase residential densities and housing types in proximity to the Centre. (Note: The area shown in red is referred to as Sub-precinct A. The area shown in purple is referred to as Sub-precinct B).

1.3 How was the Structure Plan developed?

The following tasks informed the development of the draft Structure Plan:

- Identifying the principles for determining the boundaries of the Study Area;
- Policy context and demographic and economic analysis;
- Site analysis including pedestrian audit;
- Targeted consultation with traders and pedestrian survey;
- Public consultation for draft Structure Plan
- SWOT Analysis; and
- Traffic Analysis.

1.4 How is the Structure Plan organised?

The Doncaster East Village Structure Plan is organised into 5 sections:

- Section 1 Introduction and Context – explains the purpose of the Plan and describes the study area and how the plan was developed.
- Section 2 Background – sets the context in terms of key policy documents, provides a description of the activity centre as it is now and the key strengths, weaknesses, opportunities and constraints affecting the activity centre.
- Section 3 Vision and Objectives – sets out the future vision and objectives for the Doncaster East Village Activity Centre.
- Section 4 Strategic Framework – includes strategies and actions to achieve the vision.
- Section 5 – monitoring and review of the Structure Plan

A number of appendices are provided:

1. Summary of responses from targeted consultation.
2. Residential survey results relating to housing demand.
3. Housing buyer profile for 25-34 year olds.
4. Physical audit of retail / business centre.
5. Montgomery Street SWOT Analysis.

2 What we know about the Centre

2.1 *Manningham Policy Context*

Activity centres are places where people can shop, work, meet, relax and live. Generally well serviced by public transport, they provide a focus for services, employment and social interaction. They range in size and intensity of use and include strip shopping centres and major education and employment hubs.

The **Municipal Strategic Statement (MSS)** forms part of the Manningham Planning Scheme and is a statement of the key strategic planning, land use and development objectives for the municipality.

The MSS recognises that activity centres are integral to the local economy and local employment generation and are an important focal point for community life and interaction.

The MSS identifies that key challenges for Manningham's network of activity centres are to ensure that commercial development is contained within the activity centres and that existing centres remain vibrant viable and sustainable into the future. The Principal, Major and identified Neighbourhood Activity Centres will be the focus of increased residential growth and development. Other key challenges facing activity centres include changes to industry and social trends (e.g. internet shopping, lifestyle shopping) as well as the impact of the Pines and Westfield Doncaster expansions on other local centres.

Manningham's Neighbourhood Activity centres provide a limited mix of uses to meet local convenience needs. A key issue for these centres is to ensure that these centres remain viable and can evolve to meet the future needs of the community. These centres will continue to be community hubs and meeting places for local residents, and opportunities for locating a range of social, community and recreational services within these centres will be encouraged.

Development in the activity centres should improve functionality, accessibility, safety, social interaction, promote sustainability, and address scale and identity through site responsive design.

The **Manningham Activity Centre Strategy** (2005) states that Neighbourhood Activity Centres must be connected through the Principal Public Transport Network (PPTN) to a Principal or Major Activity Centre. The encouragement of higher density housing and a mix of uses is a critical element to ensuring the vibrancy and success of Neighbourhood Activity Centres.

Doncaster East Village is identified as a Neighbourhood Activity Centre in the hierarchy of Melbourne's activity centres. Key features of Neighbourhood Activity Centres are:

- generally having a limited mix of uses meeting local convenience needs;
- generally less than 10,000 square metres of retail floor space;
- accessible to a viable user population by walking / cycling;
- accessibility by local bus services, and a public transport link to one or more Principal or Major Activity Centres; and
- their role as important community focal points, ideally close to schools, libraries, child care, health services, police stations and other facilities that benefit from good public transport.

The **Manningham Residential Strategy** (2012) provides a policy framework for meeting the existing and future housing needs of the municipality. The Residential Strategy encourages higher density residential development in areas adjoining Activity Centres whilst seeking to protect other residential areas from more intensive development.

The **Manningham Residential Character Guidelines** (2005) provides the framework to manage the level of change in urban residential areas. The Guidelines encourage higher density residential housing in proximity to Activity Centres and along main roads to make use of existing services and infrastructure. A Design and Development Overlay (DDO8) has been applied to residential zoned land around the Doncaster East Village Activity Centre to encourage higher residential densities in these areas.

The Doncaster East Village Activity Centre is a viable retail centre with low vacancy rates and has the potential for new housing development to accommodate an increase in population in proximity to the Centre. The basic structure of an activity centre is already in place.

There are opportunities to improve the Centre to become more attractive to business investment and growth and provide for new housing and employment opportunities.

2.2 Demographic Characteristics

According to Forecast.id, the current estimate of people living in the suburb of Doncaster East is 28,769. While a significant number of new dwellings were added between 1996 and 2006, the decline in average household size has resulted in overall population stability, with negligible population change during this period. Population forecasts prepared by i.d. consulting suggest that population in the Doncaster East area will, however rise to 30,885 by 2031.

It is estimated that the residential area of the Structure Plan would support an increase of approximately 600 dwellings.

Analysis of the age structure of Doncaster East in 2006 compared to the Melbourne Statistical Division (MSD) shows that there was a smaller proportion of people in the younger age groups (0 to 17) but a larger proportion of people in the older age groups (60+). Overall, 21.6% of the population was aged between 0 and 17, and 21.5% were aged 60 years and over, compared with 22.8% and 17.4% respectively for the Melbourne Statistical Division. These figures are generally consistent with Manningham as a whole. In 2006, the most populous age group in Doncaster East was the

35 to 49 year olds (22.1%). Population projections indicate that the numbers of people aged 35 to 49 will continue to be the most populous age group. The number of people aged over 70 is expected to increase and will represent 15.3% of the population by 2031.

A relatively high proportion of residents in Doncaster East were born overseas and were from a non-English speaking background compared to Manningham as a whole. Overall, 39.6% of the population was born overseas, and 33.7% were from a non-English speaking background, compared with 34.1% and 28.0% respectively for City of Manningham. The top five birth countries of overseas-born residents within Doncaster East are China, Hong Kong, Malaysia, United Kingdom, Greece and Italy.

The average household size is declining but remains higher than the metropolitan average. Almost a third of households (32.9%) comprise 4 or more persons. In 2006 there was a larger proportion of couple families with children but a smaller proportion of one-parent families than the MSD. Overall, 53.3% of total families were couple families with children, and 12.3% were one-parent families, compared with 48.4% and 15.4% respectively for the Melbourne Statistical Division.

Based on the demographic analysis detailed above the following trends are expected to 2031:

- Continued decline of household size;
- More lone person households;
- More residents aged over 70 years.

In order to address and respond to these trends there is an identified need to:

- attract persons aged 25-34 years ;
- cater for smaller households; and
- cater for lone households.

2.3 Housing Characteristics

The residential component of the Structure Plan includes the area surrounding the retail / business hub, and is designated for increased residential density.

This area comprises predominantly low-density residential development of single detached dwellings on relatively large blocks of land. However, there are increasing levels of one and two storey medium density infill residential development occurring. According to the 2006 Census, 74.4% of private dwellings are separate dwellings compared to 81.6% in 2001. Medium and high density dwellings comprise 18.4% of private dwellings compared to 12.4% in 2001 being an increase of 6% over this 5 year period (an increase of 645 dwellings in total).

A comparison of the 2001 and 2006 Census data indicates that household size (number of persons usually resident) is decreasing which is generally consistent with the trend across Melbourne. Almost a third (31.9%) of households within Doncaster East, comprise 2 persons with a further 16.9% being lone person residences. One and two person households show a growth between 2001 and 2006. It is noted that just over a half of households have 3 or more persons with 21% of households comprising 4 persons.

The most common tenure in Doncaster East is households who own their dwelling, with 46.2% of the population owning their dwelling; compared with 33.1% across metropolitan Melbourne, which is typical for Manningham as a whole. A smaller proportion of residents were purchasing (31.1%) or renting (17.5%) their dwelling compared to the MSD with 34.6% purchasing and 24.5% renting respectively.

Findings from a survey undertaken as part of the *Resident and Apartment Market Research* (MacroPlan Australia April 2011) show that of those persons who had recently moved, a quarter of people had moved to Doncaster East and that future demand for housing in Doncaster East will remain high.

The *Resident and Apartment Market Research* (MacroPlan Australia April 2011) also identifies that within the residential property market there are a number of market segments that the City of Manningham will need to cater for in future. As noted above a gap in the current demographic mix within Doncaster East is the 25-34 year old market.

According to the 2006 Census, public housing represents only 0.5% of the existing housing stock which is comparable to Manningham (0.4%), however is significantly lower than metropolitan Melbourne (2.7%).



2.4 Economic Profile / Trade Catchment Area

The Doncaster East Village Activity Centre is a neighbourhood shopping and service centre located towards the middle of Manningham on Doncaster Road, East Doncaster. The centre provides a range of goods and services for the local catchment through the provision of food, grocery and other retail shops, offices and community facilities.

Doncaster Road divides the retail/business area into two distinct sections. The northern part known as Doncaster East, is a traditional strip shopping facility comprising a mix of retail uses with a number of community facilities located at the rear (along Montgomery Street) including a small Council reserve, pre-school and some public car parking areas. There is limited parallel parking in front of the retail establishments fronting Doncaster Road.

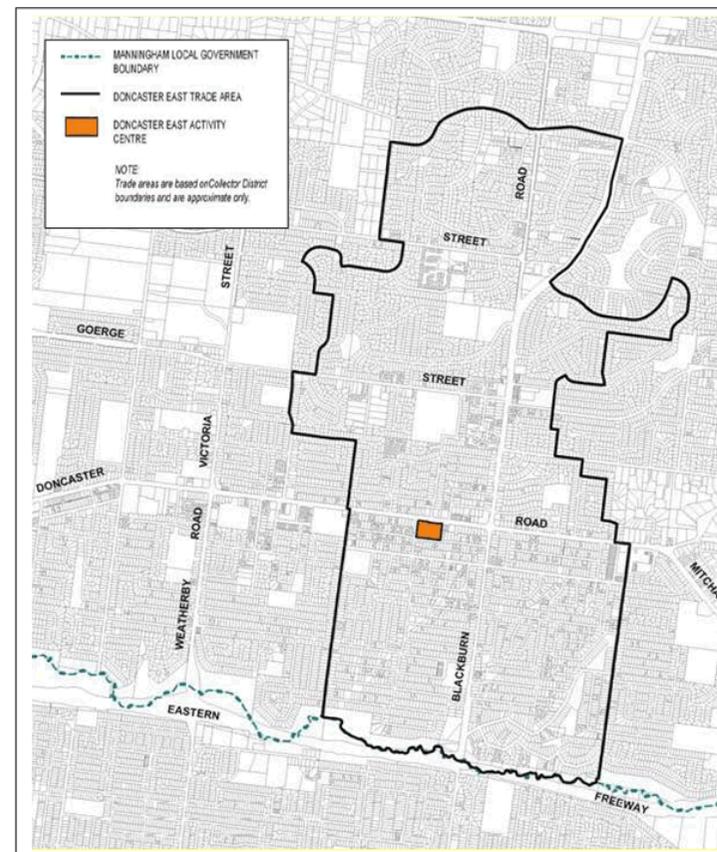
The south side is known as Devon Plaza and has two separate areas which include Safeway and other food and grocery outlets in the 'Plaza'. Other retail uses and offices are located further east along Doncaster Road.

Approximately 2.71 hectares of the activity centre is zoned Business 1 Zone (which seeks to encourage retailing and other complementary commercial, entertainment and community uses) and approximately .78 hectares zoned Business 2 (which seeks to encourage offices and associated commercial uses).

The *Manningham Activity Centre Strategy, 2005* has identified a trade area for Doncaster East / Devon Plaza Activity Centre as having a population of 10,707 comprising some 4,018 households (Refer to **Figure 3**). According to ABS Census data, the Doncaster East area has experienced a growth of 0.45% between 2001 and 2006. Based on this increase it is estimated that the trade area for the Activity Centre has increased to approximately 10,803 persons.

In general, the catchment area is characterised by people on average incomes and with a high proportion in the 55+ age groups. A relatively high proportion of the trade catchment population was born overseas.

Figure 3: Trade Catchment Area





The Doncaster East Village Activity Centre provides a very good range of food, grocery and services for the local catchment through the provision of food, grocery and other retail shops, offices and community facilities. An audit undertaken in January 2011 indicated that almost 20% of activities being food related businesses, 15% selected services (e.g. video, hair and beauty, travel) and 13.5% being financial related services. The shops at Doncaster East Village take the equivalent of around 42% of the spending by residents in the trade area.

Neighbourhood residents are also served by surrounding supermarket centres (especially nearby Tunstall Square) as well as larger comparison goods centres such as the Pines, Doncaster Hill and the big box outlets in surrounding municipalities.

The *Manningham Activity Centre Strategy, 2005* states that the Doncaster East / Devon Plaza Activity Centre has a total of 5,960m² of retail floorspace, with significant purpose built office facilities. The centre contains 4% of Manningham’s retail floorspace, including 8% of the municipality’s food shopping (Note: These figures were determined prior to the expansion of Westfield Doncaster and the removal of the supermarket at Jackson Court).

There have been a small number of planning permit applications approved in the last 5 years including building alterations and extensions, second storey additions and construction of a two storey office building with basement carparking.



2.5 Transport

The Centre is located approximately 1.3 kilometres north of the Eastern Freeway providing access to the City or to the eastern and southern suburbs of the metropolitan area via Eastlink. The Centre is approximately 3.8 kilometres from the nearest train station (Blackburn Station), with no rail network or tram network being located within Manningham.

The Centre is served by a number of SmartBus routes with peak hour bus priority lanes and clearways along Doncaster Road. Two bus routes forming part of the Doncaster Area Rapid Transport Network (DART) pass through or close to the Centre. The Yellow Orbital Route (901 - Frankston to Melbourne Airport) travels via Blackburn Road, whilst the Green Orbital Bus Route (902 - Chelsea to Airport West) travels via Doncaster Road through the Centre.

Other bus routes that traverse Doncaster and or Blackburn Road include routes: 907 – City to Mitcham via Doncaster Road (SMARTBUS); 906 City to Warrandyte Bridge (SMARTBUS); 286 Box Hill to The Pines Shopping Centre via Blackburn Road; and 961 NightRider – City to Doncaster via Eastern Freeway.

There are two bus stops at either end of the Centre located along Doncaster Road and a third bus stop located on Blackburn Road, south of Doncaster Road. Only a couple of the existing bus stops have shelters.



2.6 Doncaster East Village SWOT Analysis

STRENGTHS

- **Position on main arterial road** - Doncaster Road and close to the intersection of Doncaster Road and Blackburn Road provides good exposure and access to a wide catchment.
- Located along the route of **two orbital bus routes and DART Services**.
- Good mix of service and retail businesses to meet local community needs.
- **Extensive office development** – local employment opportunities.
- **Some established trees** exist in the car park which provide shade and act as a visual clue along Doncaster Road.
- **Strong Supermarket.**
- Low vacancy rates
- **Generally safe and easily accessible by car and pedestrians that live close by.**
- **Good range of lunchtime services including take-away food / café outlets.**



WEAKNESSES

- **Reduced catchment area** – no point of difference against competing shopping strips.
- **Unattractive urban design** and limited potential because of busy main road. Devon Plaza buildings are outdated.
- **Physical barriers** – Doncaster Road creates a lack of connectivity between the north and south side of the Centre.
- **Ad hoc poorly maintained landscaping and planting** - adds to visual confusion.
- **Poor layout and circulation of car parking** area in Devon Plaza impedes traffic flow
- **Existing pedestrian infrastructure** is in poor condition and is disconnected.
- **There is little protection from the negative aspects of weather (sun and wind).**
- **Limited opportunity for outdoor trading or dining on northern side of Doncaster Road (low amenity along Doncaster Road).**
- Rear of retail and commercial business adjacent to laneway on north side of Doncaster Road **poorly presented**.
- **Cars dominate the street frontage** with numerous separate driveways located along Doncaster Road making the streetscape unattractive to pedestrians.
- **Limited visible parking outside of Devon Plaza** for drivers using Doncaster Road who may wish to stop and shop.
- **Limited car parking** on north side of commercial centre.

OPPORTUNITIES

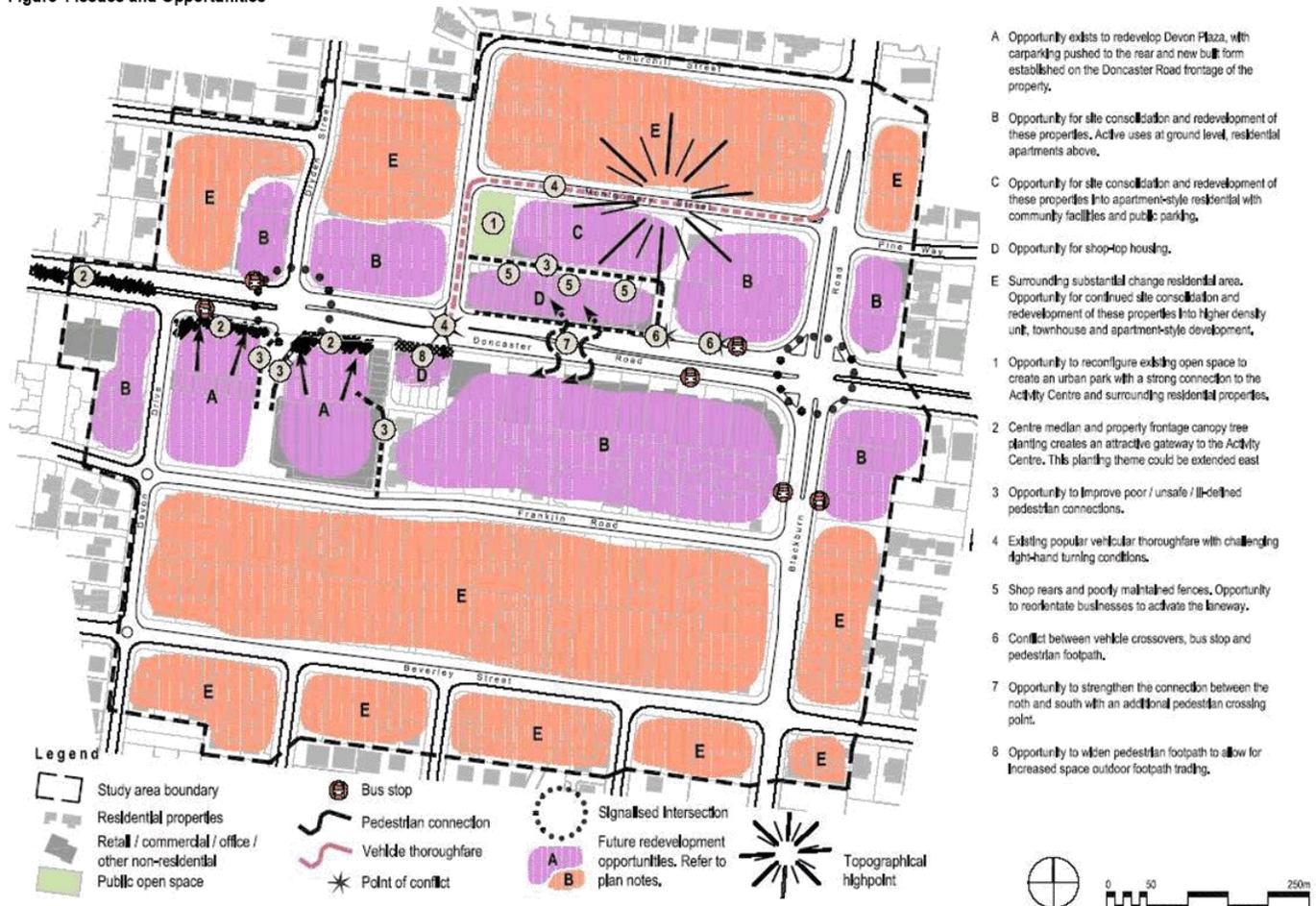
- **Facilitating appropriate redevelopment of vacant and underutilised sites.**
- **Reduce speed limits to improve amenity along Doncaster Road.**
- Development of **alternative housing choices** to meet ageing population and needs of smaller households especially on Council owned land.
- Encouraging **increased residential densities** in the activity centre and surrounds (where Design and Development Overlay applies).
- **Potential to market strongly as an employment centre;** potential to provide some sub-regional retail functions.
- Potential to **generate further growth of convenience shopping** e.g. upgrade of the supermarket.
- **Redevelopment opportunities** to capitalise on location and improved connectivity and exposure.
- **Safe pedestrian crossing** over Doncaster Road.
- **Potential for restaurant dining** to encourage greater use of the centre in the evening.
- Possibility of **widening the footpath in front of 980 – 990 Doncaster Road.**
- **Providing a central hub / urban plaza** as a community focus.
- **Relocate Doncare** to Manningham Civic Hub.

THREATS

- **Competition from surrounding retail centres** - Location in close proximity to two larger shopping centres (Tunstall Square and Jackson Court) also Doncaster Hill Principal Activity Centre and the Pines major Activity Centre.
- **Growth in internet shopping.**
- **Loss of supermarket / anchor stores.**
- **Loss of community facilities** and impact on retail businesses.



Figure 4 Issues and Opportunities



3 Vision and Objectives

3.1 Vision

Although the vision for the Doncaster East Village Activity Centre contained in the 2005 Manningham Activity Centre Strategy still remains valid, it has been modified to include reference to the surrounding residential area which is an integral part of the Activity Centre:

Doncaster East Village will continue to be a vibrant, well-connected local centre providing a range of shops and community facilities for people who live work or visit here. The centre will capitalise on its accessible location to provide for a diversity of housing options, an employment hub and successful specialist neighbourhood retailing. The centre will continue to develop as an attractive, unified and well-serviced activity centre providing office employment for Manningham and retail services for its local Neighbourhood.

The following section details the primary objectives to be met to support key aspects of the vision:

To strengthen the **economic role** of the Activity Centre to ensure a robust, diverse and competitive economy that supports local community needs.

To encourage innovative and high quality **built form** that incorporates Ecologically Sustainable Development (ESD) and to provide a variety of **housing opportunities** to meet the needs of current and emerging demographic trends.

To provide residential, community uses and public open space opportunities through site consolidation of **Council owned land** in Montgomery Street.

To provide **public places** and streets that are accessible, safe and well-maintained.

To ensure that the Activity Centre has well-integrated movement networks that prioritise **sustainable modes of transport**.

To promote a safe and attractive network of **pedestrian / bicycle routes** through the Activity Centre that connects with surrounding residential areas and nearby open space links.

4 Strategic Framework

This chapter outlines the strategies and actions required to achieve the objectives for the centre. These strategies and actions are organised around five themes:

The five themes are:

- Business Development
- Housing Opportunities and Built Form
- Public Environment / Public Realm
- Public Transport, Traffic and Car Parking
- Pedestrian and Cycling

The strategies and actions have been developed for each theme to ensure that there are appropriate planning, economic and capital works initiatives to implement the vision for the Activity Centre. It should be noted that in terms of timing, Short term is within the first 5 years, Medium term is within 5 – 10 years and Long term within 10 – 20 years. The redevelopment of Council-owned land in Sub-precinct 1C Montgomery Street, provides short term opportunities. While the Action tables indicate priority timing, many of the actions will be in response to private development initiatives. Figure 5 outlines the key land use and development actions.

**Doncaster East Village & Devon Plaza
Structure Plan**



Legend

Study area boundary	Corner architectural feature	New urban park	Non-residential uses at ground level and residential apartments above	Suggested location for a public plaza / meeting point	Provision of public and trader carparking to be considered as part of new development
Existing property lines and building footprints	Existing pedestrian crossing	Substantial change residential area (DDO8)	Activated edge	New or upgraded pedestrian connection	North arrow
Existing canopy trees	New pedestrian crossing	Increased residential density (13.5m)	Non-residential uses at ground level on Doncaster Road, with residential apartments above and behind. Vehicle access via Franklin Road.	Upgraded passenger waiting conditions at bus stop	0 10 50 100m
New street trees	Reduced traffic speed	'Shop-top' residential and office		Council owned redevelopment site	

Business Development

- Encourage a mixed-use environment where economic vibrancy is driven by high levels of patronage across a range of land use activities, including working, shopping and living in the centre.
- Build the capacity of Doncaster East Village traders and businesses to initiate positive change.
- Support the retention of existing and attraction of new employment uses, including home-based businesses in the Centre.
- Support the ongoing presence of the existing supermarket
- Encourage mixed-use development with retail, office and commercial uses at ground floor and where appropriate residential uses at upper levels along Doncaster Road.

Housing Opportunities and Built Form

- Promote a diversity of housing types to meet the current and emerging demographic trends, whilst maintaining a high level of architectural quality and design.
- Encourage apartment style development to maximise the use of the commercial and social facilities and to provide alternative housing options.
- Encourage residential uses above commercial, retail and office development, particularly along Doncaster Road.
- Promote and encourage opportunities for social, affordable and accessible housing.
- Maximise residential, community use and development opportunities on Council owned land.

Public Environment / Public Realm

- Improve pedestrian links between the shops, the proposed open space plaza on Montgomery Street and adjacent residential properties to promote accessibility and community connectedness.
- Provide a well-connected and highly visible open space plaza on the Council owned land as part of any redevelopment of private land.
- Ensure that new buildings, other structures and car parks minimise encroachment on and encourage access to public open space, maximise interaction and passive surveillance and are responsive to the site context.

Public Transport, Traffic and Car Parking

- Improve access to, from and within the Centre for all modes of transport, with a focus on alternatives to private cars.
- Ensure the Centre is serviced by frequent, well-connected and accessible public transport that goes to a wide range of destinations.
- Provide and enhance bus stops that are well-located, safe and accessible.
- Reduce the demand for car parking through improvements to public transport and pedestrian/bicycle paths.

Pedestrian and Cycling

- Provide high quality pedestrian footpaths, seating, shade, signage, shelter and lighting within the Activity Centre, particularly within Devon Plaza.
- Maintain a mix of land uses so that the Activity Centre serves a range of needs within walking and cycling distance, minimises the need for car trips, and encourages the combining of trips.

4.1 Business Development

STRATEGIES

- Build on the retail and commercial strengths of the Doncaster East Village by improving the range and variety of retail opportunities within the centre.
- Encourage a mixed-use environment where economic vibrancy is driven by high levels of patronage across a range of land use activities, including working, shopping and living in the centre.
- Build the capacity of Doncaster East Village traders and businesses to initiate positive change.
- Support the retention of existing and attraction of new employment uses, including home-based businesses in the Centre.
- Create a centre that is visually pleasing, is a pleasant place to visit, is well maintained and provides for personal safety.
- Consolidate and reinforce the role of the Doncaster East Village Activity Centre as a neighbourhood convenience centre and improve the ongoing viability of the centre.
- Support the ongoing presence of the existing supermarket, and work with the owner to either redevelop the site in the long term or in the short term improve visual presentation of buildings and upgrade car parking, traffic flow and pedestrian circulation.
- Encourage mixed-use development with retail, office and commercial uses at ground floor and where appropriate residential uses at upper levels along Doncaster Road.

Key	Action	Stakeholder	Priority
4.1.1	Establish a trader association and calendar of marketing and events.	MCC / Tenants	Short term
4.1.2	Investigate opportunities for the implementation of sustainable business initiatives including sustainable programs and funding opportunities relating to physical / built form works and business practices.	MCC / Tenants / Users of the Centre	Short term
4.1.3	Encourage visual merchandising to activate the streetscape.	MCC / Tenants	Ongoing
4.1.4	Encourage electronic commerce within the Centre.	MCC / Tenants	Medium term
4.1.5	Develop new signage standards for all private commercial and public signs within the retail / business core (Precincts 1 and 2).	MCC / Tenants	Medium term
4.1.6	Council to continue to liaise with existing supermarket owner to undertake improvements to the existing supermarket building and associated traffic and pedestrian movement, and trolley storage in Sub-precinct 2A.	Property owner / Tenants / MCC	Short term



4.1.7	Encourage businesses adjacent to the laneway in Sub-Precinct 1B/1C to demolish existing rear outbuildings and to provide attractive retail displays and pedestrian access to encourage greater connection between shops and adjacent areas.	MCC / Property owners / Tenants	Medium term
4.1.8	Provide design assistance to redevelop businesses within Sub-Precinct 2A to provide more active street frontage to Doncaster Road.	MCC / Property owners / Tenants	Long term
4.1.9	Investigate provision of multi-deck parking to rear of retail premises in Sub-Precinct 2A (also refer to Action 4.1.8 above).	MCC / Property owners / Tenants	Long term
4.1.10	Encourage shop-top housing along Doncaster Road (including investigating the potential for shop-top housing as part of any future redevelopment of Devon Plaza – Sub-precinct 2A), with provision of basement car parking where possible and identifying other parking options.	MCC / Property owners / Tenants	Medium / long term
4.1.11	Encourage consolidation of retail lots to provide opportunities for future redevelopment incorporating a diversity of retail and other uses.	MCC / Property owners / Tenants	Long term
4.1.12	Investigate a new Special Rates and Charge Scheme for capital works improvements and engagement of a shopping centre coordinator.	MCC / Property owners / Tenants	Short term
4.1.13	Review the boundary of the retail / commercial core having regard to the recommendations of the Economic Development Strategy.	MCC / Property owners	Short term



4.2 Housing Opportunities and Built Form

RESIDENTIAL

STRATEGIES

Housing Opportunities

- Promote a diversity of housing types to meet the current and emerging demographic trends, whilst maintaining a high level of architectural quality and design.
- Encourage apartment style development to maximise the use of the commercial and social facilities and to provide alternative housing options.
- Encourage residential uses above commercial, retail and office development, particularly along Doncaster Road.
- Promote and encourage opportunities for social, affordable and accessible housing. Increase housing stock for a range of income levels in the Activity Centre.

Built Form

- Encourage innovative, high-quality developments that incorporate ecologically sustainable development (ESD), safer design principles and access for all.
- Ensure that new development is of an appropriate scale and density for the site and its context.
- Ensure that new development is well articulated and upper storey elements are not unduly bulky or visually intrusive.
- Encourage development that is contemporary in design that includes an articulated built form and incorporates a range of visually interesting building materials and façade.
- Buildings should address main road frontage, provide for an integrated development of a high standard of building design and visual amenity. Car parking to be provided out of sight, preferably basement level.
- Encourage consolidation of lots where there are opportunities for more efficient and integrated urban renewal.
- Encourage use of passive solar design, energy and water efficiency through building design, materials and fittings.



Key	Action	Stakeholder	Priority
4.2.1	Review Schedule 8 to the Design and Development Overlay (DDO8) to improve the clarity of the provisions.	MCC	Short term
4.2.2	Review the existing boundaries of the DDO8 having regard to the recommendations of the Residential Strategy Review.	MCC	Short term
4.2.3	Investigate tools that can be used to increase housing diversity and adaptability.	MCC	Medium term
4.2.4	Ensure that residential and mixed-use developments include noise attenuation measures to ensure a high level of residential amenity without compromising non-residential uses within the Centre.	MCC / Property owners / Developers	Short term
4.2.5	Investigate sites at prominent intersections and sites which have an interface to the commercial area and report back to Council on those that would be suitable to increase building heights (from 11m to 13.5m).	MCC / Property owners / Developers	Short term
4.2.6	Investigate opportunities to improve visual presentation of Police Station and / or redevelopment of site to incorporate a diversity of housing opportunities.	MCC / Property owners	Long term
4.2.7	Ensure that a suitable transition of the scale of future building form is achieved at the interface of commercial and other non-residential uses with adjoining residential areas and that any future development is respectful of the scale and privacy of adjoining residences.	MCC / Developers	Ongoing
4.2.8	Proactively encourage high quality development outcomes that implement innovative design solutions and best practice design.	MCC / Developers	Ongoing
4.2.9	Promote use of Medium Density Ecologically Sustainable Guidelines.	MCC	Ongoing



KEY STRATEGIC REDEVELOPMENT SITES

There are a number of sites within the Structure Plan boundary that have been identified as key strategic redevelopment sites. The largest of these, Precinct 1C commonly referred to as the Montgomery Street Sub-precinct provides the greatest short term opportunity for the redevelopment of currently underutilised land. A SWOT analysis has been undertaken as part of the preliminary work that has been developed to guide the future use and development of this Precinct and is included in **Appendix 1**. Whilst the redevelopment of the Montgomery Street sub-precinct is likely to be realised in the short term, other sites within and in proximity to the commercial/retail centre also have the potential to be redeveloped in future and include the Police Station, veterinary clinic and Uniting Church sites.

STRATEGIES

- Maximise opportunities for residential development on Council owned land in the Activity Centre that includes affordable, accessible housing.
- Provide an open space plaza with an area at least equal to that, which currently exists, that assists to integrate uses across the Centre.
- Investigate the provision of community services/facilities as part of any future redevelopment.
- Identify appropriate partnerships for the development of Council owned land in Montgomery Street.
- Encourage shops to overlook the proposed open space plaza to create a sense of vitality and promote linkages between the shops and the surrounding residential areas.
- Improve the car parking and access arrangements within Sub-precinct 1C, having particular regard to the lane behind the existing shops.
- Maximise the Sub-precinct’s proximity to public transport networks.

Key	Action	Stakeholder	Priority
4.2.10	Finalise a Masterplan for Council owned land at 2-10 Montgomery Street, Doncaster East, in the context of the adjacent laneway and other private property, that maximises the identified opportunities for Sub-precinct 1C (Refer to Appendix 1).	MCC	Short term
4.2.11	Investigate a partnership with Places Victoria to develop Council owned land to provide for a diversity of housing opportunities including affordable housing, a pre-school replacement, provision of car parking spaces for traders and an open space plaza of approximately 900m ² (investigation of car parking below urban plaza).	MCC / Places Victoria	Short term
4.2.12	Prepare a planning scheme amendment to rezone land at 2, 4 and 8 Montgomery Street, Doncaster East from a Public Use Zone (PUZ) to a Residential 1 Zone (R1Z) in conjunction with a Design and Development Overlay 8 (DDO8).	MCC	Short term



4.2.13	Encourage site consolidation and redevelopment of remaining privately owned lots on south side of Montgomery Street in sub-precinct 1C into residential apartments and town houses.	MCC / Property owners / Developers	Medium term
4.2.14	Encourage the retention of existing and provision of new community facilities within the redevelopment of key strategic redevelopment sites within the Activity Centre as appropriate.	Property owners / Developers / Service providers	Medium – long term

4.3 Public Environment / Public Realm

Strategies

- Provide a well-connected and highly visible open space plaza on the Council owned land as part of any redevelopment of private land.
- Improve pedestrian links between the shops, the proposed open space plaza on Montgomery Street and adjacent residential properties to promote accessibility and community connectedness.
- Foster community safety by locating pedestrian linkages and public spaces in prominent locations which are subject to passive surveillance.
- Ensure that new buildings, other structures and car parks minimise encroachment on and encourage access to public open space, avoids overshadowing of the open space plaza, maximise interaction and passive surveillance and are responsive to the site context.
- Undertake tree planting and other landscape treatments to improve the visual presentation of the Centre.
- Provide new signage to assist pedestrians and cyclists within and around the Centre.
- Provide opportunities for footpath trading.
- Encourage high-quality design that incorporates environmentally sustainable design requirements and safer design principles for public realm enhancements.

Key	Action	Stakeholder	Priority
4.3.1	Design an open space plaza which includes the provision of high-quality feature landscaping, seating areas, imaginative play elements, security lighting and canopy trees.	MCC	Short term
4.3.2	Investigate opportunities to continue landscape treatment in centre median strip and along edge of Doncaster Road using the guidelines set out in the Streetscape Character Study, 2009.	MCC	Short term
4.3.3	Investigate installation of a map-based sign that illustrates and identifies the variety of retail shops, offices and community facilities.	MCC / Tenants	Medium term
4.3.4	Provide way-finding signage to direct pedestrians and cyclists from the surrounding residential area to the retail / commercial centre.	MCC	Short term
4.3.5	Widen the footpath and move car parking spaces in Precinct 2B on the south side of Doncaster Road to provide opportunities for footpath trading.	MCC	Medium term
4.3.6	Provide guidelines illustrating the principles of Ecologically Sustainable Development and safer design principles in building and landscape design.	MCC	Ongoing

4.4 Public Transport, Traffic and Car Parking

Strategies

- Improve access to, from and within the Centre for all modes of transport, with a focus on alternatives to private cars.
- Ensure the Centre is serviced by frequent, well-connected and accessible public transport that goes to a wide range of destinations.
- Provide and enhance bus stops that are well-located, safe and accessible.
- Reduce the demand for car parking through improvements to public transport and pedestrian/bicycle paths.
- Improve car parking and access arrangements within the precinct having particular regard to the demands for residential and retail uses in Precinct 1C (Montgomery Street).
- Investigate options to improve traffic circulation within the Centre.

Key	Action	Stakeholder	Priority
4.4.1	Provide better promotion of public transport services.	MCC / DOT	Ongoing
4.4.2	Investigate development of a 'Transport Access Guide' for the Centre.	MCC	Short term
4.4.3	Improve access to and around bus stops and passenger waiting conditions.	MCC / DOT	Short term
4.4.4	Advocate to VicRoads for a reduction in traffic speeds along Doncaster Road within the Doncaster East Village commercial centre to improve pedestrian safety while maintaining efficient operation of buses.	MCC / VicRoads / DoT	Medium term
4.4.5	Council advocate to VicRoads to develop a policy to effectively manage speed limits within activity centres straddling arterial roads, to facilitate staged speed limit reductions over a period of time.	MCC / VicRoads	Short term
4.4.6	Any future works or redevelopment of internal road and car park areas within Precinct 2A should provide greater pedestrian safety; particularly in the vicinity of loading areas.	Property owner(s)	Medium term
4.4.7	Provide improved car parking provision in Precinct 1C for trader use, including opportunities as part of Action 4.2.10 (Finalise a Masterplan for Montgomery Street) with preference for basement car parking.	MCC	Short term
4.4.8	Finalise a traffic assessment for the Centre with an emphasis on the strategic redevelopment sites and parking provision.	MCC	Completed

4.4.9	Consider traffic management opportunities that reduce the number of driveways along Doncaster Road.	MCC	Long term
4.4.10	Improve parking restriction signage of car parking spaces in the western part of Devon Plaza.	Property owner / MCC	Short term
4.4.11	Preparation of a Parking Precinct Plan.	MCC	Medium term
4.4.12	As part of any future redevelopment of Precinct 2A, explore car parking opportunities including deck car parking or underground/basement car parking. (also refer to 4.1.9)	Property owner(s)/Traders/MCC	Long Term
4.4.13	Council investigate car parking use in Franklin Road and where appropriate implement further car parking restrictions and/or traffic management measures to reduce congestion within the street.	MCC	Short term
4.4.14	To advocate to the State Government for provision of train services to Manningham which may include opportunity to extend in proximity to the Doncaster East Village Activity centre, and ensure that any future planning supports opportunities for delivery of a train service.	MCC	Short term
4.4.15	As part of the Masterplan for Montgomery Street consideration be given to: <ul style="list-style-type: none"> Widening of the right of way to 6.0 metres to enable provision of additional car parking along the right of way. Provision of appropriate pedestrian linkages within the site and to the surrounding area. Opportunity for provision of pedestrian links through commercial properties to link the proposed public urban plaza 	MCC / Places Victoria / Property owners / Traders	Short term
4.4.16	Council seek to negotiate the extension of the rear right of way or create a carriageway easement with the owners of 1027 and 1029 Doncaster Road to provide rear vehicular access to these sites and to 1031 Doncaster Road.	MCC / Property owners	Short-medium term
4.4.17	Subject to the extension of the rear right of way to the rear of 1027 and 1029 Doncaster Road (refer Action 4.4.16 above), investigate the removal of vehicle access via Doncaster Road for these properties and extend the indented parallel parking adjacent to these sites to increase parking supply in front of commercial premises.	MCC / Property Owners / Traders / VicRoads / DoT	Short-long term
4.4.18	Investigate need for 'u-turn' facility in the Doncaster Road median on the west approach of Churchill Street with VicRoads and affected traders.	MCC / Property Owners / Traders / VicRoads /	Medium term
4.4.19	As part of future redevelopment of properties at 980 – 990 Doncaster Road provide shared car parking at rear of premises.	MCC / Property Owners / Traders /	Medium – long term

4.5 Pedestrian* and Cycling

Strategies

- Provide high quality pedestrian footpaths, seating, shade, shelter and lighting within the Activity Centre, particularly within Devon Plaza.
- Maintain a mix of land uses so that the Activity Centre serves a range of needs within walking and cycling distance, minimises the need for car trips, and encourages the combining of trips.
- Establish pedestrian and cycling links between the Activity Centre, adjoining residential areas and nearby public open space.
- Improve pedestrian movement through the Centre by creating new links and better pedestrian amenity.
- Ensure cycling paths are well connected, visible, safe, accessible and well signed.
- Provide bicycle amenities in appropriate locations.
- Improve pedestrian and bicycle path crossing points at main roads to enhance the connections with pedestrian and cycling routes surrounding the Centre.

Key	Action	Stakeholder	Priority
4.5.1	Review locations for and replace existing Council standard street furniture in consultation with the traders.	MCC / Tenants / DoT	Short term
4.5.2	Undertake a lighting audit of the public footpaths around the commercial/retail area and install additional street and laneway lighting as required.	MCC / Property owners / Tenants	Short term
4.5.3	Install bicycle hoops at key pedestrian nodes in the retail and commercial core.	MCC / Property owners / Tenants	Short term
4.5.6	Increase frequency of maintenance assessments for footpaths and street furniture.	MCC	Ongoing
4.5.7	Undertake an Accessibility Audit to identify non-compliant paths and crossings.	MCC / Property owners	Short term
4.5.4	Advocate to VicRoads for the installation of a new pedestrian crossing on Doncaster Road between Churchill Street and Blackburn Road to better connect the north and south sides of the centre.	MCC / VicRoads / DoT / Tenants	Medium term
4.5.8	Encourage property owners to upgrade pedestrian access (e.g. provision of a pram crossing and pedestrian crossing line marking) from the path / right of way adjacent to supermarket (eastern boundary) in Sub-Precinct 2A.	MCC / Tenants	Medium term
4.5.9	Investigate opportunities to improve pedestrian linkages within the centre.	MCC / Tenants / DoT	Medium term
4.5.10	Improve the amenity and safety of the pedestrian path in Precinct 1A adjacent to the Westpac Bank. Project to incorporate lighting and artwork.	MCC / Property owners	Long term



4.5.11	Work with property owners and traders to ensure that walking opportunities are promoted in future marketing opportunities.	MCC / Property owners / DoT	Ongoing
4.5.12	Encourage local businesses to support their staff in walking programs such as Walktober, Walk the Block, Global Corporate Challenge etc	MCC / Property owners	Ongoing
4.5.13	Promote walking messages through shopping centre forums, meetings with trader groups, e-bulletins, business website and other opportunities where appropriate.	MCC	Ongoing.
4.5.14	As part of any future redevelopment of the premises on the north side of Doncaster Road, investigate the widening of the footpath in front of 999 – 1029 Doncaster Road to a minimum of 2.4 metres.	MCC / Property owners / Tenants	Medium – long term
4.5.15	Work with property owners within Devon Plaza (Sub-precinct 2A) to improve pedestrian and vehicular access to and within the site.	MCC / Property owners / Tenants	Medium term

** Detailed Pedestrian Actions can be found in 'The Walk Manningham Project Part 3 Increasing Walking to and Within Activity Centres' Draft (May 2011)*



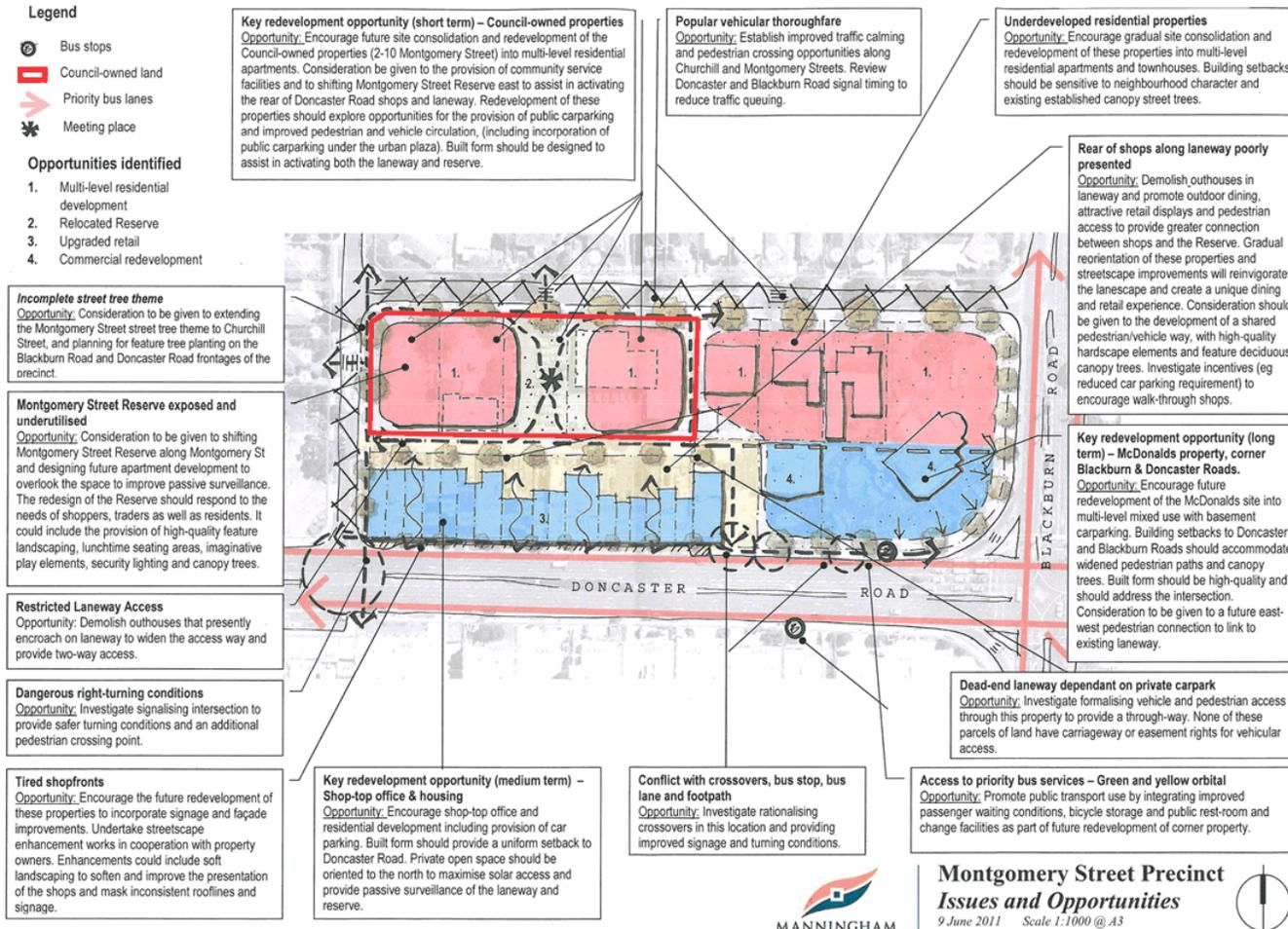
5 Monitoring and Review

The implementation of the Structure Plan will be monitored annually to ensure that actions are realised. The Structure Plan will be reported as a part of the annual reporting on Activity Centres. Depending on the level of change in the Doncaster East Village Activity Centre, a minor review would be undertaken in five years time with a more substantial review in ten years.



6 Appendices

APPENDIX 1 – MONTGOMERY STREET ISSUES AND OPPORTUNITIES, 9 JUNE 2011.

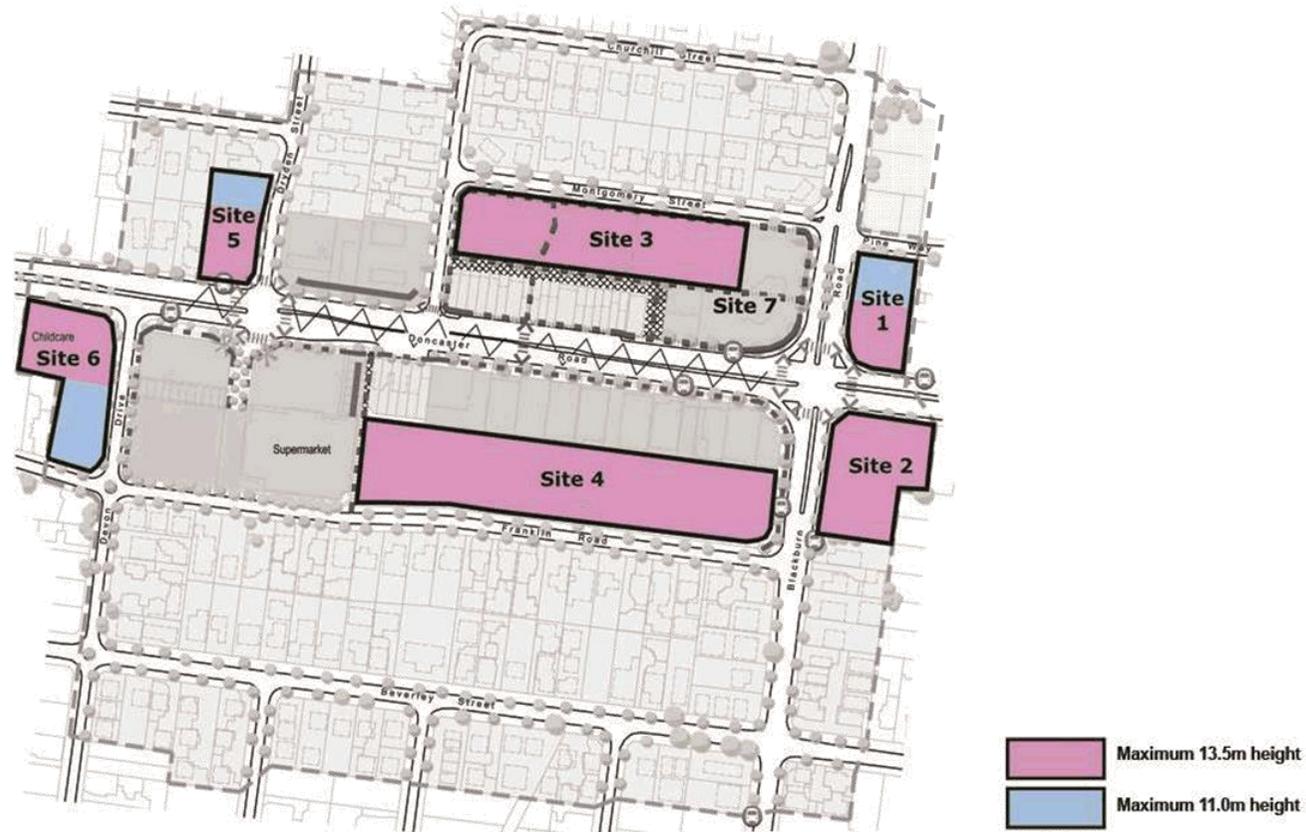


Montgomery Street Precinct
Issues and Opportunities
 9 June 2011 Scale 1:1000 @ A3





APPENDIX 2 – PREFERRED MAXIMUM BUILDING HEIGHTS FOR DONCASTER EAST VILLAGE



9.3 Planning Application PLN18/0542 at 23 Frederick Street, Doncaster for the construction of a five-storey apartment building comprising 17 dwellings with associated basement car parking and reduction in standard visitor car parking requirements

File Number:	IN19/170
Responsible Director:	Director City Planning and Community
Applicant:	Clarke Planning Pty Ltd
Planning Controls:	Activity Centre Zone, Schedule 1 (ACZ1); Development Contributions Plan Overlay, Schedule 1 (DCPO1); Parking Overlay, Schedule 1 (PO1)
Ward:	Koonung
Attachments:	1 Decision Plans ↓ 2 Legislative Requirements ↓

EXECUTIVE SUMMARY

Purpose

1. This report provides Council with an assessment of the planning permit application submitted for 23 Frederick Street, Doncaster and recommends refusal of the submitted proposal. The application is being reported to Council as it is a Major Application (with more than 15 dwellings and a development cost of more than \$5 million).

Proposal

2. It is proposed to construct a five-storey apartment building comprising 17 dwellings with a basement that provides all 19 resident car parking spaces required. However, the requirement to provide one visitor car parking space is not met. A total of four bicycle spaces are provided on site.
3. The total area of the land is 981.1m². The building has a site coverage of 75.2% and a site permeability of 20.6%. The building has a maximum height of 14.55m.

Advertising

4. Notice of the application was given over a three week period which concluded on 3 April 2019.
5. Six objections have been received to-date. The objections express issues relating to overdevelopment, density, height, bulk, inadequate setbacks at basement, ground and first floors, high site coverage, inadequate landscaping, lack of off-street and on-street car parking, traffic congestion, lack of privacy, overlooking and construction impacts. The property addresses of all objectors are shown on the map below:



Key issues in considering the application

6. The key issues for Council in considering the proposal relate to:
- Planning Policy Frameworks;
 - Design and built form;
 - Apartment developments;
 - Car parking, access, traffic and bicycle facilities; and
 - Objector concerns.

Assessment

7. The development of the land with a high density residential apartment building is broadly consistent with the relevant objectives of State and local planning policy frameworks of the Manningham Planning Scheme (the Scheme), including the requirements of the Activity Centre Zone 1 (ACZ1) and supporting policy relating to the Doncaster Hill Principal Activity Centre.
8. Whilst the proposal complies with requirements of the ACZ1 relating to front and rear setbacks, it fails to meet requirements relating to side setbacks, landscape design and marginally exceeds the maximum building height requirement of 14.5m. The lack of one visitor car space despite a substantial basement footprint, combined with the excessive scale of the built form and associated landscape shortcomings are indicative of an overdevelopment of the site. It fails to comply with the policy under the ACZ1 that seeks the consolidation of lots to create viable development sites and optimal development of the centre.
9. The proposal also fails to provide adequate internal amenity, relating to the functional layout of living areas, private open space and daylight to windows.

Conclusion

10. This report concludes that the proposal does not comply with relevant planning policy in the Scheme and should not be supported.
11. It is recommended that the application be refused.

COUNCIL RESOLUTION

MOVED: CR DOT HAYNES
SECONDED: CR MIKE ZAFIROPOULOS

That Council:

- A. Having considered all objections, issue a NOTICE OF REFUSAL in relation to Planning Application PLN18/0542 at 23 Frederick Street, Doncaster for the construction of a five-storey apartment building comprising 17 dwellings with associated basement car parking and reduction in standard visitor car parking requirements, for the following reasons –
 1. The proposal does not respond to the existing urban context, the preferred future development of the area or the topography of the site. This is due to the length and inadequate setbacks of the basement, ground and first floor walls to side and rear boundaries, the inadequate integration of the basement into the landform, unsympathetic height and proximity of screening devices, massing and verticality of the built form and inadequate overlooking treatments, which do not enhance amenity, assist the penetration of sunlight or create suitable landscape buffers. This is contrary to Clause 37.08 (Schedule 1 to the Activity Centre Zone) and the objectives of Clause 58.04-1 (Building setback) of the Manningham Planning Scheme.
 2. The proposal does not provide for adequate screen planting or provide adequate landscaping buffers due to minimal side and rear setbacks, the location of the basement, driveway and hard stand areas and paths, and the depth of excavation. This is contrary to Clause 37.08 (Schedule 1 to the Activity Centre Zone) and the objectives of Clause 58.03-5 (Landscaping) of the Manningham Planning Scheme.
 3. The lack of provision for a dedicated, on-site visitor car parking space will increase the demand for on-street car parking in the activity centre and cause a detrimental impact on the amenity of the residential area. This is contrary to the purpose and decision guidelines of Clause 45.09 (Schedule 1 to the Parking Overlay) and Clause 52.06 (Car parking) of the Manningham Planning Scheme.
 4. The proposal will result in unreasonable on-site amenity impacts to future residents, by failing to meet minimum living area requirements, which is contrary to the objective of Clause 58.07-1 (Functional layout) of the Manningham Planning Scheme.

5. **The proposal will result in unreasonable on-site amenity impacts to future residents due to poor solar access to single-aspect south-facing private open space areas, which is contrary to the objective of Clause 58.05-3 (Private open space) of the Manningham Planning Scheme.**
6. **The proposal will result in unreasonable on-site amenity impacts to future residents by providing inadequate daylight to habitable room windows due to their location relative to natural ground level and the height and proximity of landscaping and fencing, and by providing a poor outlook and poor visual connection to the external environment, which is contrary to the objectives of Clauses 58.04-1 (Building setback) and 58.07-3 (Windows) of the Manningham Planning Scheme.**
7. **The excessive scale and intensity of the development cannot be reasonably accommodated on the site. The proposal does not comply with policy that seeks the consolidation of lots to create viable development sites and optimal development of the activity centre and is contrary to Clause 21.05 (Residential), Clause 37.08 (Schedule 1 to the Activity Centre Zone) and the objectives of Clauses 58.02-1 (Urban context) and 58.02-2 (Residential policy) of the Manningham Planning Scheme.**
8. **The building exceeds the mandatory maximum building height requirement of 14.5 metres, which is contrary to Precinct 2F provision 5.2-3 of Clause 37.08 (Schedule 1 to the Activity Centre Zone) of the Manningham Planning Scheme.**

CARRIED

2. BACKGROUND

- 2.1 Planning Permit PL14/024617 was issued on 13 May 2015, for the development of a four-storey building comprising eight dwellings (five town houses and three units). The permit has been extended, with a required development commencement date of 13 May 2019.
- 2.2 The current application was submitted to Council on 9 August 2018.
- 2.3 The proposal was presented to the Sustainable Design Taskforce meeting on 23 August 2018.
- 2.4 A request for further information was sent on 6 September 2018. The letter also raised a number of concerns with the proposal including those contained in the grounds of refusal.
- 2.5 All requested further information was received on 3 March 2019.
- 2.6 A Section 50A amendment was lodged on 6 March 2019, to modify the proposal description from 18 dwellings to 17 dwellings and to apply for a reduction to the visitor car parking requirement due to the deletion of the visitor space.

- 2.7 Notice of the application was given over a three-week period which concluded on 3 April 2019.
- 2.8 The statutory time for considering a planning application is 60 days, which is due on 5 May 2019.
- 2.9 The land title is not affected by any covenants or restrictions.

3. THE SITE AND SURROUNDS

The Site

- 3.1 The site is situated on the western side of Frederick Street, Doncaster, one property removed from the intersection of Merlin Street, and approximately 95m by road from Tram Road.
- 3.2 The site has front and rear boundary dimensions of 19.51m and side boundary dimensions of 50.32m and an overall site area of 981.1m².
- 3.3 The topography of the site consists of a 5.2m fall from front to rear, with a 1-1.5m north-south crossfall.
- 3.4 A 3.05m wide drainage and sewerage easement encumbers the rear boundary.
- 3.5 An existing two-storey brick dwelling with a pitched roof is located on the eastern part of the site. Several trees are located in the vicinity of the dwelling. A single-width garage is located on the northern side of the dwelling, which is accessible via an existing crossover. The rear of the site is devoid of vegetation and is benched from the eastern half by a 1m high retaining wall and associated steps.
- 3.6 Side and rear fencing consists of timber palings, varying from 1.6m to 2m in height. The site frontage is fenced with a 1.5m high brick pier and wrought iron posts.
- 3.7 A 9.5m high *Melaleuca linarifolia* 'Snow-in-summer' paperbark tree is centrally located within the road reserve. No overhead powerlines are present along the road reserve.

The Surrounds

- 3.8 The site and all adjoining properties are subject to the same planning controls. However, properties opposite the subject site on the eastern side of Frederick Street are subject to different planning controls; the General Residential Zone, Schedule 2 and Design and Development Overlay, Schedule 8 (Sub-precinct A).
- 3.9 The site has direct abutments with the following properties:

Direction	Address	Description
North	19-21 Frederick Street	Construction has commenced a five-storey apartment building comprising 48 dwellings and associated basement car park in accordance with Planning Permit PL16/026153.

		The approved development is highly articulated and includes three apartments at ground and first floor and four apartments at second and third floor, each will be setback at least 4.5m from the common boundary. Three apartments will face the subject site at the fourth floor, with a minimum setback of 9.05m from the common boundary.
West	1, 2, 3, 4, 5 and 6/82-84 Tram Road	82 Tram Road contains a row of six attached two-storey dwellings. The dwellings at 2, 3, 4 and 5/82 Tram Road are closest to the subject site. Each of these dwellings is setback between 7.1-8.6m from the common boundary, separated by a common property driveway. This driveway extends along the entire abuttal with the subject site. Habitable room windows face the subject site.
South	1, 2, 3 and 4/25 Frederick Street	25 Frederick Street contains a row of four attached two-storey dwellings. Each dwelling is setback between 3-3.3m from the common boundary, separated by private open space. Habitable room windows face the subject site.

- 3.10 The character of the broader area is mixed, with a number of high rise developments to the north along Doncaster Road that are separated by existing housing stock, predominantly existing housing stock on the eastern side of Frederick Street and existing commercial buildings to the north-west along Tram Road. The closest example of a completed apartment building is 86-88 Tram Road, a seven-storey apartment building with two levels of basement car parking.
- 3.11 Abutting the site to the east is Frederick Street, a 7.1m wide local road, which allows for restricted kerbside parking (both sides of the road) and a shared lane for two-way traffic. Restrictions on the western side of Frederick Street are 2 hours 8am-6pm Saturday-Sunday and on the eastern side a Permit Zone 8am-6pm Monday-Sunday. The northern end of Frederick Street is a no-through road, preventing direct vehicle access to Doncaster Road.
- 3.12 The subject site is located within the Doncaster Hill Principal Activity Centre. The Activity Centre spans Manningham's main arterial roads (Doncaster, Tram, Elgar and Williamsons Roads), forming a central hub of residential, commercial, retail and recreational facilities. It is apparent that the area is changing in line with policy and the planning controls of the Scheme, evidenced by the construction of several residential apartment towers within the precinct.
- 3.13 The site is serviced by bus routes operating along Tram and Doncaster Roads, connecting activity centres and residential areas within the municipality to Melbourne's Central Activity District. A major bus interchange is situated at Westfield Doncaster within 800m walking distance to the north. In addition to having access to the numerous retail, restaurant and entertainment venues within the shopping centre, which itself is within 350m walking distance. The site is well serviced by other community and local facilities and parks, including Walker Reserve within 200m walking distance to the east.

4. THE PROPOSAL

4.1 The proposal is outlined on the plans prepared by Jesse Ant Architects, Project No. 18020, dated 30 January 2019 and a landscape plan prepared by Hansen Partnership, Job No. 18.552, dated 8 February 2019. Refer to Attachment 1.

4.2 The following reports were provided in support of the application:

- Town Planning report prepared by Clarke Planning Pty Ltd dated August 2018;
- Traffic Impact Assessment prepared by Quantum Traffic, Revision B dated 1 August 2018;
- Waste Management Plan prepared by Low Impact Development Consulting (LID) dated 31 January 2019;
- Sustainable Management Plan prepared by LID dated 31 January 2019;
- Green Travel Plan prepared by LID dated 31 January 2019;
- Daylight Modelling Report prepared by LID dated 16 January 2019;
- Arboricultural Assessment prepared by John Patrick Landscape Architects Pty Ltd, Reference No. 18-0874AR, dated January 2019;
- Urban Design Memo prepared by Hansen Partnership dated 8 February 2019.

Development summary

4.3 A summary of the development is provided as follows:

Land Size:	981.1m ²	Minimum wall setback to Frederick Street	Basement: 6.15m Ground: 6.2m First: 6.45m Second/Third: 5.15m Fourth: 5.15m
Site Coverage:	75.2%		
Permeability:	20.6%		
Maximum Building Height:	14.55m	Minimum wall setback to northern boundary	Basement: 1m Ground: 3m First: 3m Second/Third: 4.5m Fourth: 4.5m
Maximum Design Element Height:	N/A		
Number of Dwellings:	17 dwellings	Minimum wall setback to western boundary	Basement: 3.4m Ground: 4.6m First: 6.6m Second/Third: 4.8m Fourth: 30m
	<ul style="list-style-type: none"> • 1 Bed = 1 • 2 Beds = 14 • 3 Beds = 2 		
Dwelling Density:	One per 58m ²	Minimum wall setback to southern boundary	Basement: 1m Ground: 3m First: 3m Second/Third: 4.5m Fourth: 4.5m

Car parking	Required:	Provided:
• Total:	• 20 spaces	• 19 spaces
• 1 Bed:	• 1	• 1
• 2 Beds:	• 14	• 14
• 3 Beds:	• 4	• 4
• Visitor:	• 1	• 0

Design layout

- 4.4 The ground floor comprises five dwellings; three, two-bedroom dwellings and, two, two-storey dwellings each containing three bedrooms. The first floor contains two, two-bedroom dwellings, one, one-bedroom dwelling and the upper floor of the two, two-storey dwellings. The second and third floors are identical, each comprising four, two-bedroom dwellings. The fourth floor contains one, two-bedroom dwelling at the eastern end of the building. A central skylight provides daylight to the third floor common corridor below. Dwelling sizes vary from 52.2m² to 143m².
- 4.5 The building presents to Frederick Street as a narrow, four-storey building. From an oblique angle, and from adjoining properties to the side, the building presents as five storeys towards the front of the site. From adjoining properties to the side and rear, the rear section of the building presents as a four-storey building, with the lower level being significantly raised above natural ground level.

Pedestrian and vehicle access and layout

- 4.6 The pedestrian entry to the building is provided at first floor level via a short terrace and steps to Frederick Street. A disability lift is located adjacent to the steps, within the front setback. The entry leads to a modest lobby with a single lift and stairwell. A bicycle rail is provided at the northern end of the site frontage. A fire hydrant booster and gas meter compartments are located within the site frontage, adjacent to the pedestrian path.
- 4.7 Vehicle access is provided by a single-width crossover at the southern end of the frontage. A 3m wide ramp leads to a single basement level. A total of 19 car parking spaces are provided. A service and waste storage room are provided, along with a 22,000L underground water tank. A storage compound housing nine storage cages is provided beneath the driveway ramp, with an additional five storage cages provided along the southern wall, at the end of allocated car spaces. Three vertically hung bicycle rails are provided at the end of the storage compound. The remaining three storage areas are provided at ground floor, accessible from the lobby.

Landscaping

- 4.8 The site is proposed to be cleared of vegetation. The existing street tree is proposed to be retained, which has influenced the location of a single, 25m high canopy tree proposed at the northern end of the site frontage. A 7m high tree is proposed adjacent to the pedestrian path. A row of 8m high Ornamental pear trees are proposed along the southern boundary, adjacent to the driveway ramp. Additional screen planting consists of rows of 4m high Portuguese laurels along the northern and southern boundaries, a short row of four, 10m high trees along the northern boundary, and a row of 4-6m high plants along the rear boundary.

Design detail

- 4.9 The proposed development features a contemporary architectural design, incorporating white render, charcoal render, timber-look vertical metal cladding, and fibre cement matrix cladding to lower levels. Balcony balustrading consists of clear glazing. Vertical form is expressed on the second, third and fourth floors of the front façade with 0.6m deep white render fins, extending vertically from the second to the fourth floors. The sheer, five-storey side walls of the building are articulated with 0.3m deep white render fins, extending vertically from the first to the fourth floors. Fencing to the frontage of the site is designed to complement the vertical form of the design features of the building.

5. LEGISLATIVE REQUIREMENTS

- 5.1 Refer to Attachment 2.
- 5.2 A permit is required under the following Clauses of the Manningham Planning Scheme:
- Clause 37.08-5 (Activity Centre Zone, Schedule 1), to construct a building or construct or carry out works;
 - Clause 52.06 (Car Parking), for the reduction in car parking requirements.

6. REFERRALS

External

- 6.1 There are no applicable determining or recommending referral authorities.

Internal

- 6.2 The application was referred to a number of service units within Council. Reference to conditions would apply if a permit were to be issued. The following table summarises the responses:-

Service Unit	Comments
Infrastructure Services Unit – Drainage	<ul style="list-style-type: none"> • No objection subject to conditions for the provision of on-site storm water detention.
Infrastructure Services Unit – Vehicle Crossing	<ul style="list-style-type: none"> • No objection subject to conditions requiring the removal of the redundant crossover.
Infrastructure Services Unit – Access and Driveway	<ul style="list-style-type: none"> • No objection.
Infrastructure Services Unit – Traffic and Car Parking	<ul style="list-style-type: none"> • The number of car parking spaces provided is inadequate due to the non-provision of a visitor space. • There are no traffic issues in the context of the traffic and the surrounding street network.
Infrastructure Services Unit – Car Parking Layout	<ul style="list-style-type: none"> • No objection.

Service Unit	Comments
Infrastructure Services Unit – Construction Management	<ul style="list-style-type: none"> No objection subject to a requirement for the provision of a construction management plan.
Infrastructure Services Unit – Waste	<ul style="list-style-type: none"> No objection subject to conditions for on-site private waste collection and for the provision of an approved waste management plan.
Infrastructure Services Unit – Easements	<ul style="list-style-type: none"> No objection as approval is not required for buildings or works within the Council easement.
Infrastructure Services Unit – Flooding	<ul style="list-style-type: none"> The site is not directly subject to inundation from Council's drainage systems but will be from the road reserve. Therefore, the driveway is required to have a 0.1m rise from the property boundary over a length of 2m and graded down to comply with Design Standard 1 of Clause 52.06-9.
Integrated Planning Unit – Sustainability	<ul style="list-style-type: none"> No objection subject to a requirement for several revisions to plans and the approved sustainability management plan, including to clarify sub-metering of services, details of water efficient landscaping, clarification of clothes drying measures, consideration of providing a solar photovoltaic system, electric vehicle charge points and external taps to balconies.

7. CONSULTATION / NOTIFICATION

7.1 Notice of the application was given over a three-week period which concluded on 3 April 2019, by sending letters to nearby properties and displaying a sign at the frontage.

7.2 Six objections have been received from the following properties:

- 2/82-84 Tram Road, Doncaster;
- 3/82-84 Tram Road, Doncaster;
- 4/82-84 Tram Road, Doncaster;
- 21 Frederick Street, Doncaster;
- 107/19-21 Frederick Street, Doncaster;
- 401/19-21 Frederick Street, Doncaster.

7.3 The main grounds of the objection can be summarised into the following categories:

- Design and built form (overdevelopment, density, height, bulk, inadequate setbacks at basement, ground and first floors, high site coverage, inadequate landscaping);
- Traffic and car parking (lack of off-street and on-street car parking, traffic congestion);
- Off-site amenity impacts (lack of privacy, overlooking); and
- Construction impacts (damage to property, traffic, dust, noise, health and wellbeing).

7.4 A response to the grounds of objection will follow.

8. ASSESSMENT

8.1 The proposal has been assessed against the relevant state and local planning policies, the zone and overlay and the relevant particular provisions and general provisions of the Scheme.

8.2 The following assessment is made under the following headings:

- Planning Policy Frameworks;
- Design and built form;
- Apartment developments;
- Car parking, access, traffic and bicycle facilities; and
- Objector concerns.

Planning Policy Frameworks

8.3 Key objectives of the PPF and LPPF seek to intensify activity centres as a focus for high-quality development and encourage increased activity and density as a way to achieve broader urban consolidation objectives.

8.4 At both the PPF and LPPF levels, policy emphasises the need for mixed use development with a focus on high density residential development in the Doncaster Hill Activity Centre, in which the site is located. The use of the site for the purpose of a residential apartment building is appropriate within the zoning of the land and the strategic context of the site.

8.5 Policy statements throughout the Planning Scheme implement this policy as it relates to Doncaster Hill at Clause 21.09 (Activity Centres and Commercial Areas) through Schedule 1 to the Activity Centre Zone (ACZ1).

8.6 Within the Doncaster Hill Principal Activity Centre there are various precincts delineated in accordance with their topographic orientation and aspect on Doncaster Hill, their relationship to main roads, and their present and future uses. The site, together with all land within the ACZ1 on the south side of Doncaster Road east of Tram Road, is within Precinct 2. The site is further identified as being located within Precinct 2F. The most relevant objective for Precinct 2 (Clause 5.2-2) is *to encourage an appropriate mix of residential and commercial uses in the precinct.*

8.7 The proposal does not incorporate a mix of uses as encouraged by policy, however the proposal for a single-use residential development is appropriate in this location within a residential street and permitted under the ACZ1.

8.8 Clause 21.05 (Residential) encourages the consolidation of lots to provide for a diversity of housing types and design options. The ACZ1 reaffirms this by encouraging the reconfiguration and consolidation of land where necessary to create viable development sites and optimal development of the activity centre. The proposed development on a single lot fails to meet this policy and results in other issues that will be later discussed in this report, which demonstrates the inappropriateness of the proposed development.

Design and built form

8.9 The ACZ1 sets a number of requirements relating to the scale of development for buildings within Precinct 2F, including a mandatory maximum building height and preferred minimum front, side and rear setbacks.

Building Height

8.10 The maximum building height is a mandatory requirement. The maximum building height permitted in Precinct 2F is 14.5m with no allowance for a design element. A permit cannot be granted to vary the maximum building height.

8.11 Acknowledging the slope of the site, the proposed building reaches a height of 14.55m, which slightly exceeds the mandatory requirement. Despite this being a negligible increase above 14.5m, this is a mandatory requirement and therefore will form a ground of refusal.

Building Setbacks

8.12 The preferred minimum building setbacks that apply to Precinct 2F are:

- 5m from the front boundary;
- 4.5m from side boundaries; and
- 4.5m from the rear boundary.

8.13 A permit may be granted to vary these minimum setbacks. Balconies, verandahs and architectural features may be constructed within these setback provided they are designed and located to the satisfaction of the responsible authority.

Front building setback

8.14 A minimum 5.15m front boundary setback is provided, which complies with the 5m preferred setback.

8.15 The only encroachment beyond the building line are a series of 0.6m deep architectural featured fins, extending vertically from the second to the fourth floors. These design features provide a high level of articulation to an otherwise sheer cantilevered section of the front façade. Additional articulation is provided through 2m deep balconies on the northern side of the front façade, at second and third floors. Given the importance of the projection of the fins into the front setback to create a high quality street presentation, the 0.45m encroachment into the 5m setback requirement is considered acceptable.

Side building setbacks

8.16 Typically, a basement will not be assessed against setback provisions as it is below natural ground level, however in this case the basement projects above natural ground level towards the rear of the building, by a maximum 2.25m (in the south-western corner). Part of the purpose of side setbacks is to provide landscape buffers. In this case, the proposal fails to adequately integrate the basement car park into the landform through its significant projection above natural ground level, encroaching into the northern and southern setbacks with a continuous 1m setback across its entire length, stifling potential landscaping opportunities.

- 8.17 Minimum 3m side setbacks are provided at ground and first floors, encroaching into the preferred side setback by 1.5m. This is due to the constraint of the limited width of the lot at 19.51m. At ground floor, the entire 30.4m long northern wall (Apartments G.01, G.02 and G.03) has a continuous 3m setback, and an 18.7m long rear section of the southern wall (Apartments G.04 and G.05) also has a continuous 3m setback. At first floor, the rear section of the building (Apartments 1.01 and 1.02) has walls ranging in length from 9.7m to 15.7m with continuous 3m setbacks, in addition to 2m long balcony balustrades with a height of 1.7m high at the rear of the building following the same 3m setback alignment. The remainder of the ground and first floors are setback 4.5m from the northern and southern boundaries with no encroachments.
- 8.18 The Decision Guidelines of the ACZ1 require the responsible authority to consider, as appropriate, whether the development incorporates side and rear setbacks to enhance pedestrian safety and amenity, and assist in the retention of view lines, penetration of sunlight and creation of landscape buffers. The 3m ground and first floor wall setbacks do not enhance amenity, do not assist in the penetration of sunlight, or create suitable landscape buffers. The proposal inappropriately places a reliance on the setback and associated landscaping opportunities of the adjoining development under construction to the north at 19-21 Frederick Street. The reduced setbacks will also either burden the future development to the south at 25 Frederick Street, which is also a narrow site at the southern edge of the activity centre.
- 8.19 The extent of these encroachments, both the depth and breadth across the northern and southern boundaries, is inappropriate and warrants refusal of the application. These reduced setbacks also significantly limit landscaping opportunities to the northern and southern boundaries.
- 8.20 Minimum 4.5m side setbacks are provided to the second, third and fourth floor walls. The only encroachments beyond the building line to these floors are a series of 0.3m deep fins, extending vertically from the first to the fourth floors. These fins are minimal architectural features that articulate the sheer five-storey side walls of the building, and are therefore considered acceptable encroachments.

Rear building setback

- 8.21 The rear basement wall is setback 3.4m-3.6m from the western boundary, across a 6.8m long section, which does not meet the preferred 4.5m setback. The western basement wall projects above natural ground level across its entire length by up to 1.6m (at the southern end). The basement consequently elevates the ground floor terraces above, which are setback a minimum 2.55m from the rear boundary, which is a significant encroachment into the preferred 4.5m setback requirement. The reduced basement setback and the setback of the raised ground floor terraces will unreasonably reduce landscaping areas.
- 8.22 A minimum 4.6m rear boundary setback is provided to all other levels, which complies with the 4.5m preferred setback.

Overshadowing

- 8.23 The ACZ1 requires that developments should be designed to avoid casting shadows outside the activity centre between 11:00am and 2:00pm on 22 September. As all adjacent properties are within the activity centre, the development meets this requirement.

Landscape Design

- 8.24 The ACZ1 requires screen planting and landscape buffers with a minimum width of 1.5m as an interface to adjoining sites. The plans show 1.5m landscape setbacks to the majority of the ground floor terraces along the northern and southern boundaries. However, the basement footprint and driveway ramp limit landscaping opportunities to a width of 1m along 80% and 91% of the northern and southern boundaries, respectively. This minimal basement setback also obviates deep soil planting.
- 8.25 These 1m wide landscape strips are further limited in some areas by the positioning of (undetailed) pathways within private open space areas, with the primary concern being Apartment G.03. To make use of the at-grade private open space area at the rear, Apartment G.03 must incorporate a path along a minimum 11m long section of the northern boundary, as depicted on the submitted landscape plan. Landscaping is precluded from this area, which should be set aside as a landscape buffer (despite its inadequate width to begin with). A 4m long section of the landscape strip is similarly affected along the southern boundary (relative to the Apartment G.04 private open space).
- 8.26 Within the 1.5m designated landscape buffer, the remaining 0.5m wide landscape areas set aside will have an effective width of less than 0.5m, taking into consideration the location of 1.7m high balustrade screens on the outer edge of the basement footprint, setback 1m from the side boundaries. Planting in these planter boxes would be limited to groundcovers providing aesthetic value to residents only. The effective width of these planting areas is inadequate. Further, the depth of the planter boxes and their integration between the basement and the terrace paving is inadequately detailed on the plans.
- 8.27 The effectiveness of screen planting within the 1m setback north of the terraces to Apartments G.01 and G.02 is significantly reduced by the 1.3-2.8m deep excavation required along a 21.5m long section of the boundary. Further, the incorporation of substantial screen planting along this area to provide an effective screen as anticipated by policy would likely have unreasonable impacts on the on-site amenity of future residents of Apartments G.01 and G.02 due to a further loss of daylight, particularly to the three subterranean bedrooms of Apartment G.01, and to a lesser extent the bedrooms of Apartment G.02.
- 8.28 While there is reasonable scope to provide some canopy tree planting within the site frontage, the provision of screen planting throughout the site is considered inadequate.

Access and Mobility

- 8.29 A lift is provided within the site frontage to provide reasonable access to the building entry. Should a permit be issued, a condition would require the submission of a Disability Access Plan that implements the recommendations of a Disability Access Audit (prepared by a suitably qualified person) that demonstrates compliance with the relevant Australian Standards for vehicle and pedestrian access into the building, to the satisfaction of the Responsible Authority.

Apartment Developments

- 8.30 Pursuant to Clause 58 (Apartment Developments), the development must meet all of the objectives of this clause and should meet all of the standards.

8.31 An assessment against the objectives of Clause 58 is provided in the table below:

Objective	Satisfied / Not Satisfied
<p>58.02-1 – Urban context</p> <ul style="list-style-type: none"> To ensure that the design responds to the existing urban context or contributes to the preferred future development of the area. To ensure that development responds to the features of the site and the surrounding area. 	<p>Not Satisfied</p> <p>The proposed apartment development does not respond positively to the existing urban context or the preferred future development of the area as it has not sought to consolidate the lot to create a more viable development site, resulting in an inappropriate scale, massing and verticality of built form.</p>
<p>58.02-2 – Residential policy</p> <ul style="list-style-type: none"> To ensure that residential development is provided in accordance with any policy for housing in the Municipal Planning Strategy and the Planning Policy Framework. To support higher density residential development where development can take advantage of public and community infrastructure and services. 	<p>Not Satisfied</p> <p>While the application was accompanied by a written statement demonstrating how the applicant believes the proposal is consistent with Municipal Planning Strategy and the Planning Policy Framework, the above assessment establishes that the proposal is not in accordance with planning policy.</p> <p>The proposal has not adequately demonstrated that a development of this scale or intensity can be reasonably accommodated on the site.</p>
<p>58.02-3 – Dwelling diversity</p> <ul style="list-style-type: none"> To encourage a range of dwelling sizes and types in developments of ten or more dwellings. 	<p>Satisfied</p> <p>The proposal includes one, two and three bedroom dwellings with a range of floor areas to provide for dwelling diversity.</p>
<p>58.02-4 – Infrastructure</p> <ul style="list-style-type: none"> To ensure development is provided with appropriate utility services and infrastructure. To ensure development does not unreasonably overload the capacity of utility services and infrastructure. 	<p>Satisfied</p> <p>The site has access to all services. Should a permit be issued, the applicant would be required to provide an on-site stormwater detention system to alleviate pressure on the drainage system.</p>
<p>58.02-5 – Integration with the street</p> <ul style="list-style-type: none"> To integrate the layout of development with the street. 	<p>Satisfied</p> <p>The front entry of the development is oriented to the site frontage to integrate the development with the street.</p>
<p>58.03-1 – Energy efficiency</p> <ul style="list-style-type: none"> To achieve and protect energy efficient dwellings and buildings. To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy. To ensure dwellings achieve adequate thermal efficiency. 	<p>Satisfied</p> <p>Given the orientation of the site, the proposal makes a reasonable attempt to limit the energy efficiency impacts to southern apartments.</p> <p>The submitted Sustainability Management Plan demonstrates a 6.5 Star average rating. The average cooling load across the development is within the NatHERS maximum cooling load for the Melbourne climate zone.</p>

Objective	Satisfied / Not Satisfied
58.03-2 – Communal open space <ul style="list-style-type: none"> To ensure that communal open space is accessible, practical, attractive, easily maintained and integrated with the layout of the development. 	Not applicable The development comprises less than 40 apartments.
58.03-3 – Solar access to communal outdoor open space <ul style="list-style-type: none"> To allow solar access into communal outdoor open space. 	Not applicable As above.
58.03-4 – Safety <ul style="list-style-type: none"> To ensure the layout of development provides for the safety and security of residents and property. 	Satisfied The central pedestrian path is visible from the site frontage and access to the basement is restricted by a security garage door that is operated by an intercom system.
58.03-5 – Landscaping <ul style="list-style-type: none"> To encourage development that respects the landscape character of the neighbourhood. To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance. To provide appropriate landscaping. To encourage the retention of mature vegetation on the site. To promote climate responsive landscape design and water management in developments that support thermal comfort and reduces the urban heat island effect. 	Not Satisfied The development does not provide appropriate landscaping in the context of a five storey building within the ACZ1. 1m wide landscape strips along the northern and southern boundaries do not provide adequate opportunities for planting to soften the overall built form or screen specific elements. Adequate deep soil area is provided for a canopy tree within the front setback.
58.03-6 – Access <ul style="list-style-type: none"> To ensure the number and design of vehicle crossovers respects the urban context. 	Satisfied A 3m wide vehicle crossover is proposed for the development, which respects the urban context.
58.03-7 – Parking location <ul style="list-style-type: none"> To provide convenient parking for resident and visitor vehicles. To protect residents from vehicle noise within developments. 	Satisfied The lift shaft location provides equitable access for residents from all car parking spaces. Residents are generally protected from vehicle noise within the development.
58.03-8 – Integrated water and stormwater management <ul style="list-style-type: none"> To encourage the use of alternative water sources such as rainwater, stormwater and recycled water. 	Satisfied A 22,000 litre rainwater tank is located beneath the basement. The submitted Sustainability Management Plan demonstrates a compliant STORM rating of 102%.

Objective	Satisfied / Not Satisfied
<ul style="list-style-type: none"> To facilitate stormwater collection, utilisation and infiltration within the development. To encourage development that reduces the impact of stormwater run-off on the drainage system and filters sediment and waste from stormwater prior to discharge from the site. 	<p>The applicant is required to provide an on-site stormwater detention system to alleviate pressure on the drainage system.</p>
<p>58.04-1 – Building setback</p> <ul style="list-style-type: none"> To ensure the setback of a building from a boundary appropriately responds to the existing urban context or contributes to the preferred future development of the area. To allow adequate daylight into dwellings. To limit views into habitable room windows and private open space of new and existing dwellings. To provide a reasonable outlook from new dwellings. To ensure the building setbacks provide appropriate internal amenity to meet the needs of residents. 	<p>Not Satisfied</p> <p>The ground and first floor setbacks as well as the exposed basement setbacks, do not appropriately respond to the existing urban context or the preferred future development of the area, as defined by policy implemented by the ACZ1.</p> <p>A full analysis of the proposed setbacks is undertaken in the design and built form section of this report.</p> <p>In the case of the southern boundary interface, a further encroachment is made into the preferred 4.5m setback requirement (as specified by the ACZ1). A continuous 18.4m long, 2.4-3.95m high screen is setback 1m from the southern boundary. While this screen limits views from the Apartment G.04 and G.05 private open space areas and habitable room windows, its height and proximity to the boundary fails to respond to the existing urban context and the preferred future development of the area and also fails to respond to the topography of the site. Further, the material of this screening appears to be unspecified.</p> <p>Views have not been adequately limited into habitable room windows and private open space areas of existing dwellings. For instance, there are multiple south-facing windows with clear glazing that appear to directly overlook the private open space and habitable room windows of the dwellings at 1, 2, 3 and 4/25 Frederick Street.</p> <p>The north-facing bedroom windows of Apartments G.01 and G.02 are provided with a poor outlook and poor visual connection to the external environment due to the subterranean design.</p>

Objective	Satisfied / Not Satisfied
	<p>It is acknowledged that pursuant to Clause 58, the land is included in a zone where a schedule to the zone (ACZ1) specifies a building setback requirement, which should apply instead of the requirements of Clause 58.04-1. However, the ACZ1 setbacks are not technically '<i>different</i>' from a requirement set out in Clause 58.04-1' (emphasis added), as this clause does not actually specify any requirement (i.e. prescriptive setback dimensions). Further, Clause 58 does not specifically state that Clause 58.04-1 in its entirety does not apply. If the entirety of Clause 58.04-1 were to not apply, amenity impacts (including daylight, overlooking and outlook) would be precluded from the assessment of the application.</p>
<p>58.04-2 – Internal views</p> <ul style="list-style-type: none"> To limit views into the private open space and habitable room windows of dwellings within a development. 	<p>Satisfied</p> <p>Balconies and habitable room windows are designed to limit internal views by being isolated or containing screening devices between adjacent balconies.</p>
<p>58.04-3 – Noise impacts</p> <ul style="list-style-type: none"> To contain noise sources in developments that may affect existing dwellings. To protect residents from external and internal noise sources. 	<p>Satisfied</p> <p>There are no unusual noise sources within the development that may affect existing dwellings.</p> <p>The site's location within a residential street ensures residents are protected from external sources, such as excessive traffic noise.</p>
<p>58.05-1 – Accessibility</p> <ul style="list-style-type: none"> To ensure the design of dwellings meets the needs of people with limited mobility. 	<p>Satisfied</p> <p>The proposal marginally meets the accessibility requirements for at least 50% of the dwellings (9 out of 17 = 52%) relating to appropriate door opening widths, entrance paths and access to an adaptable bathroom.</p>
<p>58.05-2 – Building entry and circulation</p> <ul style="list-style-type: none"> To provide each dwelling and building with its own sense of identity. To ensure the internal layout of buildings provide for the safe, functional and efficient movement of residents. To ensure internal communal areas provide adequate access to daylight and natural ventilation. 	<p>Satisfied</p> <p>The building entrance is well covered and easily identifiable.</p> <p>The lift and stairwell are well located to provide equitable access.</p>

Objective	Satisfied / Not Satisfied
<p>58.05-3 – Private open space</p> <ul style="list-style-type: none"> To provide adequate private open space for the reasonable recreation and service needs of residents. 	<p>Not Satisfied</p> <p>The balconies to Apartments 1.03, 2.04 and 3.04 are south-facing with no other solar aspect. The amenity to the private open space areas of these dwellings will therefore be limited based on the orientation and single solar aspect, which is deemed unacceptable.</p> <p>The remaining areas satisfy the private open space requirement as follows:</p> <p>Apartments G.01-G.05 are at ground floor and are each required to provide a minimum 25 square metres of private open space, with minimum 3m dimensions and convenient access from a living room (with the exception of Apartment G.02, to be discussed).</p> <p>Apartment G.01 has two open space areas; a primary area accessible from living rooms within the front setback, and a secondary area at a subterranean level, with access from bedrooms only. The primary area easily exceeds the dimension and area requirements, providing a high level of amenity, usability and functionality.</p> <p>Apartments G.03 and G.04 share similar design characteristics with one another; each with a raised balcony and an area of open space at-grade at the rear of the site. Accessibility to these at-grade areas is not desirable given the length of path (Apartment G.03) or the high number of steps (Apartment G.04) required to access them. However, the paved/balcony areas are directly accessible from living areas and exceed the minimum area required.</p> <p>Apartment G.05 is provided with a south-facing private open space area, with eastern and western solar aspects. The balcony/raised paved area exceeds the minimum area and dimension requirements. Additional private open space area is provided in the form of a landscape buffer along the southern boundary, separated by a 1.7m high screen.</p> <p>Apartment G.02 is an exception to the above requirement, given it utilises an upper floor balcony for its primary private open space.</p>

Objective	Satisfied / Not Satisfied
	<p>A secondary area of private open space is provided at the lower, subterranean level, with access from bedrooms only. Given these characteristics, the private open space of this dwelling will be assessed under the balcony requirements.</p> <p>With the exception of the previously assessed Apartment 1.03, 2.04 and 3.04 balconies, all other first, second, third and fourth floor balconies (including Apartment G.02) meet the minimum dimension and area requirements. This includes taking into account the requirement for an additional 1.5m² to be provided where a heating or cooling unit is located on a balcony.</p>
<p>58.05-4 – Storage</p> <ul style="list-style-type: none"> To provide adequate storage facilities for each dwelling. 	<p>Satisfied</p> <p>Internal and external storage areas exceed the minimum volume requirements. External storage cages are well located</p>
<p>58.06-1 – Common property</p> <ul style="list-style-type: none"> To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained. To avoid future management difficulties in areas of common ownership. 	<p>Satisfied</p> <p>The communal car parking areas, paths, landscape areas, internal lobby and corridors are practically designed. There are no apparent difficulties associated with the future management of these areas.</p>
<p>58.06-2 – Site Services</p> <ul style="list-style-type: none"> To ensure that site services can be installed and easily maintained. To ensure that site facilities are accessible, adequate and attractive. 	<p>Satisfied</p> <p>Site services are appropriately provided and located.</p> <p>Utility cabinets are integrated to complement the design of the development, including height, design, materials and finishes. Landscaping should provide an effective screen to these facilities, where practicable.</p>
<p>58.06-3 – Waste and recycling</p> <ul style="list-style-type: none"> To ensure dwellings are designed to encourage waste recycling. To ensure that waste and recycling facilities are accessible, adequate and attractive. To ensure that waste and recycling facilities are designed and managed to minimise impacts on residential amenity, health and the public realm. 	<p>Satisfied</p> <p>The submitted waste management plan details that waste will be appropriately managed and collected on site.</p>

Objective	Satisfied / Not Satisfied
<p>58.07-1 – Functional layout</p> <ul style="list-style-type: none"> To ensure dwellings provide functional areas that meet the needs of residents. 	<p>Not Satisfied</p> <p>All bedrooms meet the minimum dimensions and areas required.</p> <p>Apartments 2.04 and 3.04 each comprise two bedrooms whereby the master (with access to an ensuite) is smaller than the secondary bedroom. The secondary bedroom meets the minimum dimensions required for the main bedroom.</p> <p>For the purpose of assessing living areas against the relevant Standard B24, living areas exclude dining and kitchen areas. This is problematic for the assessment, as there are many instances where the plans show living areas incorporating dining areas, which is incorrect, exaggerating the true usable and functional space of living areas.</p> <p>There are also multiple instances where the plans show living areas incorporating circulation spaces, which is considered a further embellishment of the usable living room area in those affected dwellings.</p> <p>Apartment 1.03 (the only dwelling with one bedroom) is required to provide a minimum 10m² living area with minimum width of 3.3m. All other dwellings (with two or more bedrooms) are required to provide a minimum 12m² with minimum width of 3.6m.</p> <p>Having regard to the above, the following apartments do not appear to provide the minimum dimensions and/or area to living areas: G.02, G.05, 1.03, 2.02, 2.03, 2.04, 3.02, 3.03 and 3.04.</p> <p>The following additional shortcomings are observed:</p> <ul style="list-style-type: none"> Apartment G.05 is poorly laid out having regard to a dining area, providing residents with limited usability and poor functionality. Apartments 2.02 and 3.02 do not provide any dining area, giving further impetus that the living spaces provided are inadequate.

Objective	Satisfied / Not Satisfied
58.07-2 – Room depth <ul style="list-style-type: none"> To allow adequate daylight into single aspect habitable rooms. 	Satisfied All apartments meet the maximum room depth and provide appropriate floor to ceiling heights.
58.07-3 – Windows <ul style="list-style-type: none"> To allow adequate daylight into new habitable room windows. 	Not Satisfied All habitable room windows are provided with at least one window in an external wall of the building. However, daylight to all three subterranean bedrooms of Apartment G.01, and to a lesser extent the bedrooms of Apartment G.02, may be compromised due to the window locations relative to natural ground level, and the height and proximity of landscaping and fencing.
58.07-4 – Natural ventilation <ul style="list-style-type: none"> To encourage natural ventilation of dwellings. To allow occupants to effectively manage natural ventilation of dwellings. 	Satisfied The plans demonstrate that at least 40% of dwellings provide effective cross ventilation.

Car parking, access, traffic and bicycle facilities

Car parking and access

- 8.32 The 17 apartments comprise one, one-bedroom dwelling, 14, two-bedroom dwellings and two, three-bedroom dwellings. The Scheme requires that each one or two-bedroom dwelling is provided one vehicle space and that each three-bedroom dwelling is provided with two vehicle spaces. Despite the site being located within the Principal Public Transport Network buffer area, one visitor car parking space is required to every 10 dwellings pursuant to Schedule 1 to the Parking Overlay.
- 8.33 The development therefore generates a car parking requirement for 20 car parking spaces. The 19 car parking spaces proposed falls short of the statutory requirement by one car parking space. Sufficient car parking is allocated to each dwelling, with no visitor car parking provided.
- 8.34 The submitted traffic report presents findings of an on-street car parking survey of Frederick Street, concluding that at the time of the survey:
- 13 spaces were vacant (an occupancy rate of 41%) on the western side of the street, which has 2 hour restrictions 8am-6pm Saturday-Sunday; and
 - 17 spaces were vacant (an occupancy rate of 15%) on the eastern side of the street, which has Permit Zone restrictions 8am-6pm Monday-Sunday.

8.35 Despite the substantial basement footprint and minimal side setbacks provided, the basement layout is unable to accommodate one visitor car parking space to fulfil the statutory requirement. While it has been demonstrated that on-street car parking is likely to be available in the locality under Council's existing Parking Permit Policy, it is practical for a visitor car space to be provided on the site, particularly as future growth and development of the activity centre will only place additional pressure on on-street parking over time. The car parking reduction is therefore considered inappropriate.

8.36 An assessment against the car parking design standards at Clause 52.06-9 is provided in the table below:

Design Standard	Assessment
1 – Accessways	<ul style="list-style-type: none"> • The accessway to the basement car park meets the minimum width and height clearance requirements. • A passing area is not required as the accessway is less than 50m long. A convex mirror at the bottom of the ramp will assist visibility on the blind corner. • All vehicles are able to exit the site in a forwards direction. • An adequate visibility splay area is provided along the exit lane. • A 4 metre internal radius is provided at changes of direction.
2 – Car Parking Spaces	<ul style="list-style-type: none"> • Car parking spaces are provided in accordance with the dimensions and clearance areas required.
3 – Gradients	<ul style="list-style-type: none"> • Driveway gradients have been assessed as compliant with the standard.
4 – Mechanical Parking	<ul style="list-style-type: none"> • No mechanical parking is proposed.
5 – Urban Design	<ul style="list-style-type: none"> • The single-width driveway does not dominate public space. • The basement projects significantly above natural ground level due to the fall of the land towards the rear of the site. The development has not satisfactorily attempted to screen or obscure the projections of the basement.
6 – Safety	<ul style="list-style-type: none"> • Access to the residential car parking area is secured by a security gate. • Pedestrian access from the site frontage is clearly separated from the roadway.
7 – Landscaping	<ul style="list-style-type: none"> • The driveway ramp to the basement is offset 1m from the southern boundary and is adjacent to hardstand areas on the northern side, which provides minimal landscaping, however the driveway is single-width. Landscaping can be established through the central part of the site frontage, which is considered acceptable.

Traffic

- 8.37 The submitted traffic report conservatively estimates that the originally proposed 18-dwelling development could generate up to 90 vehicle trips per day, including approximately nine vehicle movements per AM peak hour and nine vehicle movements per PM peak hour. Approximately 80% of AM peak trips are anticipated to be vehicles leaving the site, while 70% of PM peak trips are anticipated to be vehicles returning to the site. It concludes that the volume of traffic generated by the development can be comfortably accommodated by Frederick Street, Merlin Street and the nearby road network.
- 8.38 Council's Infrastructure Services Unit have not raised concern in relation to the expected volume of traffic generated by the proposed development as assessed in the submitted traffic report. The number of vehicle movements is not anticipated to have a discernible impact on the surrounding road network once distributed to the nearby arterial road network.

Bicycle Facilities

- 8.39 Clause 52.34 (Bicycle facilities) requires three resident bicycle spaces and one visitor space for this proposal. Four bicycle spaces (three for residents and one for visitors) are provided, which meets the requirements of the Scheme. The three resident spaces are reasonably conveniently located at the end of the storage compound within the basement and the visitor space is well located within the site frontage. Dedicated showers or change room facilities are not required for a residential development.

Objector concerns

- 8.40 A response to the grounds of objection is provided in the paragraphs below:

Design and built form (overdevelopment, density, height, bulk, inadequate setbacks at basement, ground and first floors, high site coverage, inadequate landscaping)

- 8.41 The development does not adequately respond to the existing urban context, the preferred future development of the area or the topography of the site. The proposal does not provide adequate building setbacks or landscaping to side boundaries and presents massing and verticality.

Traffic and car parking (lack of off-street and on-street car parking, traffic congestion)

- 8.42 The number of on-site car parking spaces provided meets the requirement for residents but fails to provide a visitor car parking space, which will increase the demand for on-street car parking and cause a detrimental impact on the amenity of the area.
- 8.43 The potential traffic impacts have been assessed in the submitted traffic report and Council's Infrastructure Services Unit who both concluded that, when considering the proposal in the context of the traffic and the surrounding street network, the proposal can be accommodated within the road network without creating any adverse traffic safety or capacity problems.

Off-site amenity impacts (lack of privacy, overlooking)

- 8.44 The development has not fully considered the provision of adequate screening measures to the north and south. However, the proposal will not result in any unreasonable privacy issues to adjoining properties to the west due to the level of separation between the development and private open space areas and habitable room windows.

Construction impacts (damage to property, traffic, dust, noise, health and wellbeing)

- 8.45 Should a permit issue, a detailed construction management plan is required to be provided, which sets out matters relating to hours of construction, dust, dirt, mud control and the location of parking and site facilities for construction workers. The management plan would be enforced, where necessary, by Council's Compliance Unit.
- 8.46 Any potential damage to the adjoining property from construction is a civil matter that needs to be addressed by the building surveyor responsible for the development.

9. CONCLUSION

- 9.1 It is recommended that the application be refused.

10. DECLARATION OF CONFLICT OF INTEREST

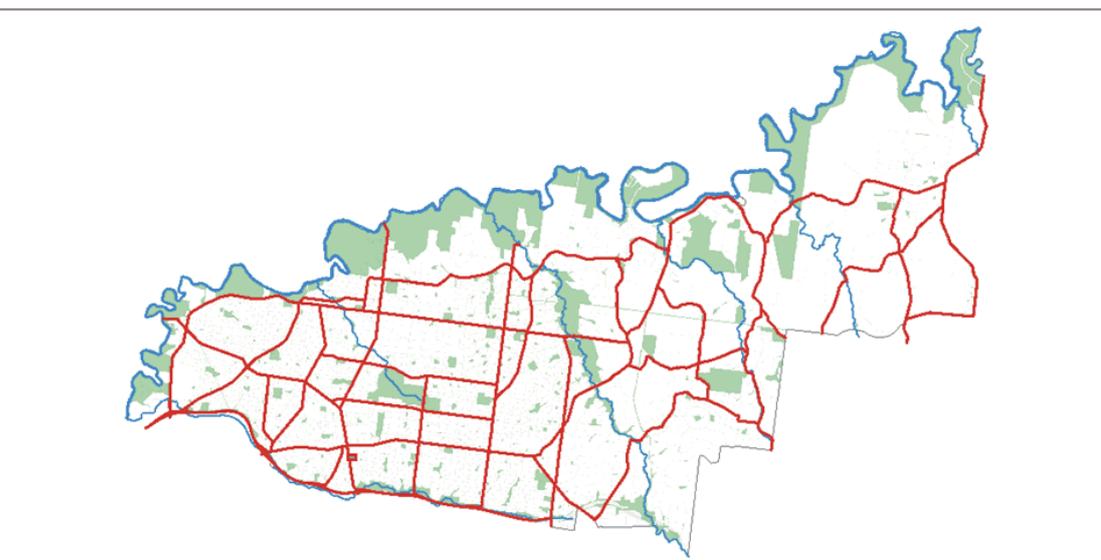
- 10.1 No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.



MANNINGHAM

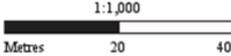
Maps of Manningham



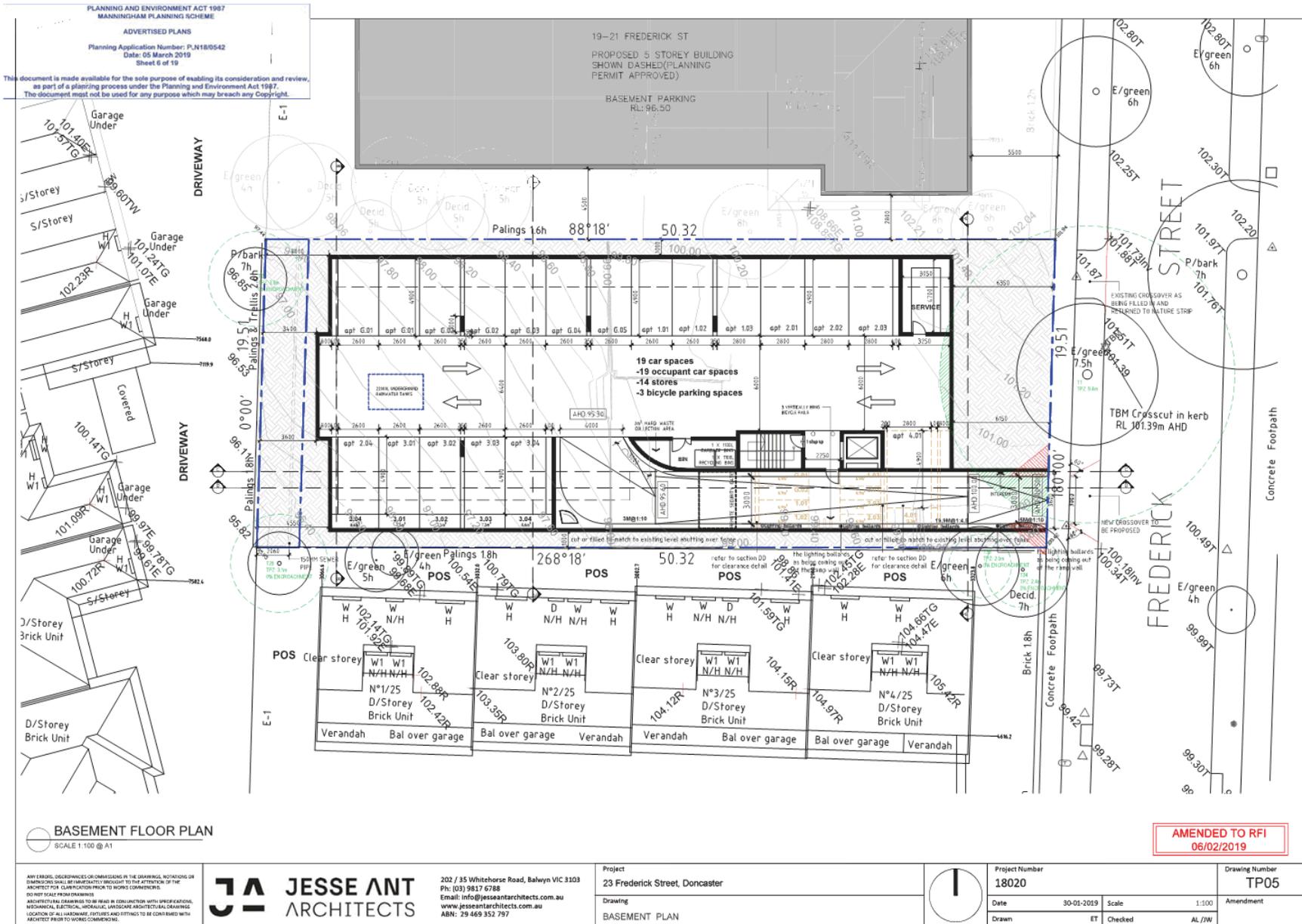


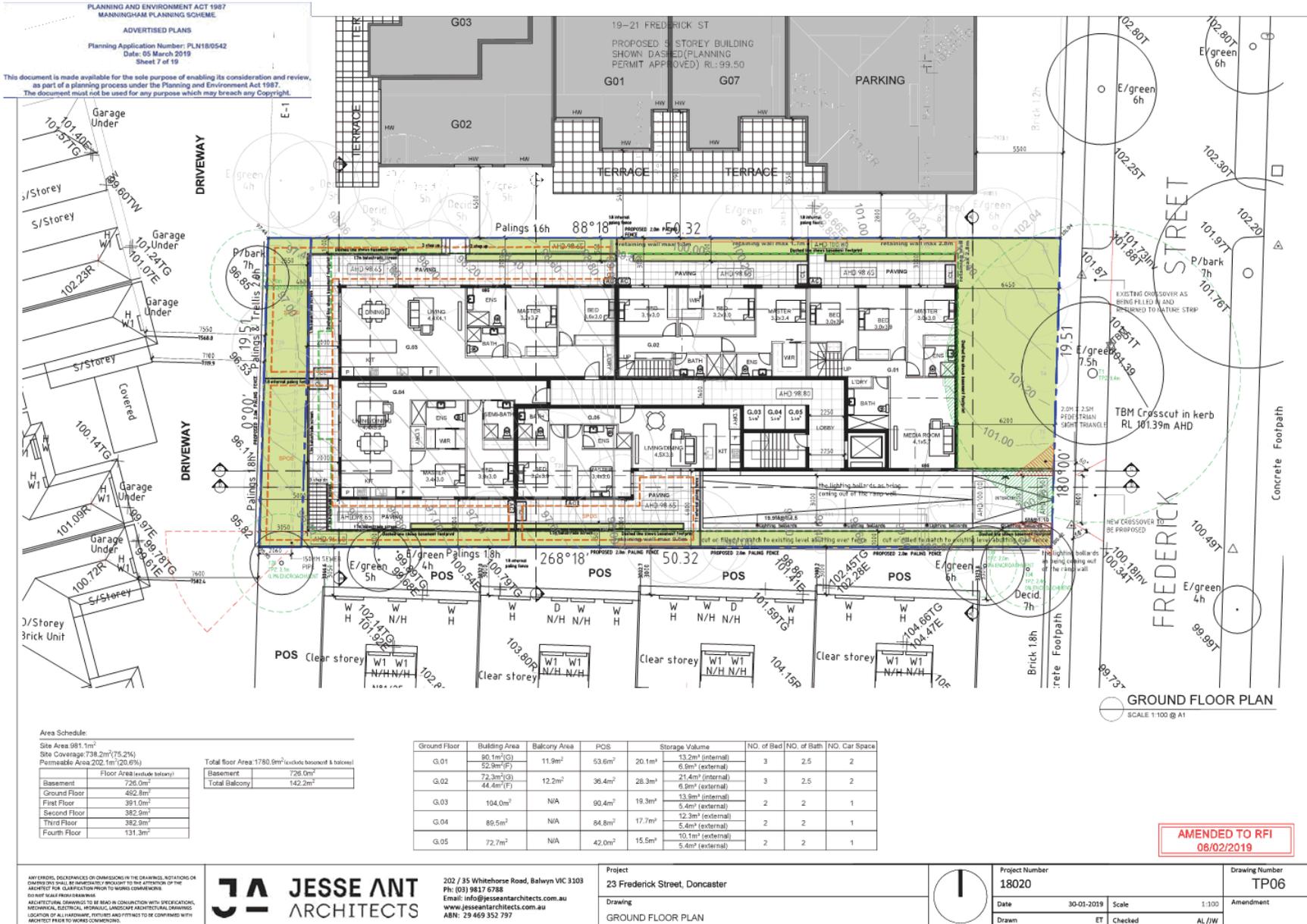
 **Subject Land** **Address:** 23 Frederick Street, DONCASTER 3108

Whilst all care has been taken in the preparation of this cadastral base map, Manningham and the State of Victoria accepts no responsibility for the accuracy of any information shown. Users should rely on their own enquiries in order to validate information shown on this map. This information is for Demonstration only.

  03/04/2019 10:30 am

Produced by **Manningham GIS**





Area Schedule

Site Area 981.1m²
Site Coverage 738.2m² (75.2%)
Permeable Area 202.1m² (20.6%)

Basement	726.0m ²
Ground Floor	452.3m ²
First Floor	391.0m ²
Second Floor	382.9m ²
Third Floor	382.9m ²
Fourth Floor	131.3m ²

Total floor Area: 1780.0m² (excludes basement & balconies)
Total Balcony: 142.2m²

Ground Floor	Building Area	Balcony Area	POS	Storage Volume	NO. of Bed	NO. of Bath	NO. Car Space
G.01	80.1m ² (G) 52.9m ² (P)	11.9m ²	53.6m ²	20.1m ³ 13.2m ³ (internal) 6.9m ³ (external)	3	2.5	2
G.02	72.3m ² (G) 44.4m ² (P)	12.2m ²	36.4m ²	28.3m ³ 21.4m ³ (internal) 6.9m ³ (external)	3	2.5	2
G.03	104.0m ²	N/A	80.4m ²	19.3m ³ 13.9m ³ (internal) 5.4m ³ (external)	2	2	1
G.04	89.5m ²	N/A	84.8m ²	17.7m ³ 12.3m ³ (internal) 5.4m ³ (external)	2	2	1
G.05	72.7m ²	N/A	42.0m ²	15.5m ³ 10.1m ³ (internal) 5.4m ³ (external)	2	2	1

ANY ERRORS, OMISSIONS OR COMPLECTIONS IN THE DRAWINGS, NOTATIONS OR DIMENSIONS SHALL BE UNLESS OTHERWISE INDICATED TO THE ATTENTION OF THE ARCHITECT FOR CLARIFICATION PRIOR TO WORK COMMENCEMENT.
DO NOT SCALE DRAWINGS.
ARCHITECTURAL DRAWINGS TO BE MADE IN CONJUNCTION WITH SPECIFICATIONS, MECHANICAL, ELECTRICAL, PLUMBING, LANDSCAPE ARCHITECTURAL DRAWINGS. LOCATION OF ALL EXISTING SERVICES AND UTILITIES TO BE CO-ORDINATED WITH ARCHITECT PRIOR TO WORKS COMMENCEMENT.



202 / 35 Whitehorse Road, Balwyn VIC 3103
Ph: (03) 9817 0768
Email: info@jesseantarchitects.com.au
www.jesseantarchitects.com.au
ABN: 29 469 352 797

Project
23 Frederick Street, Doncaster

Drawing
GROUND FLOOR PLAN



Project Number
18020

Date
30-01-2019

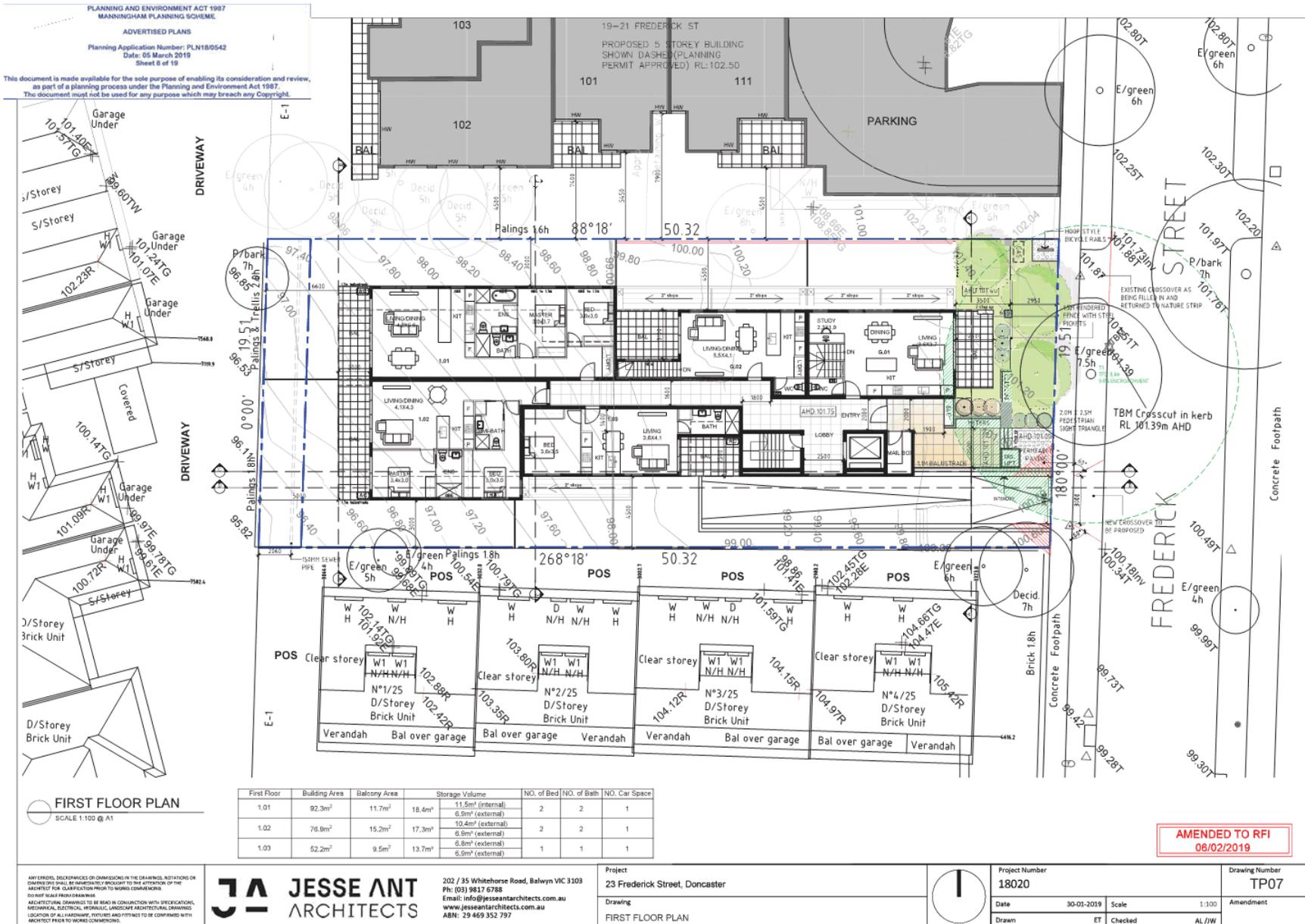
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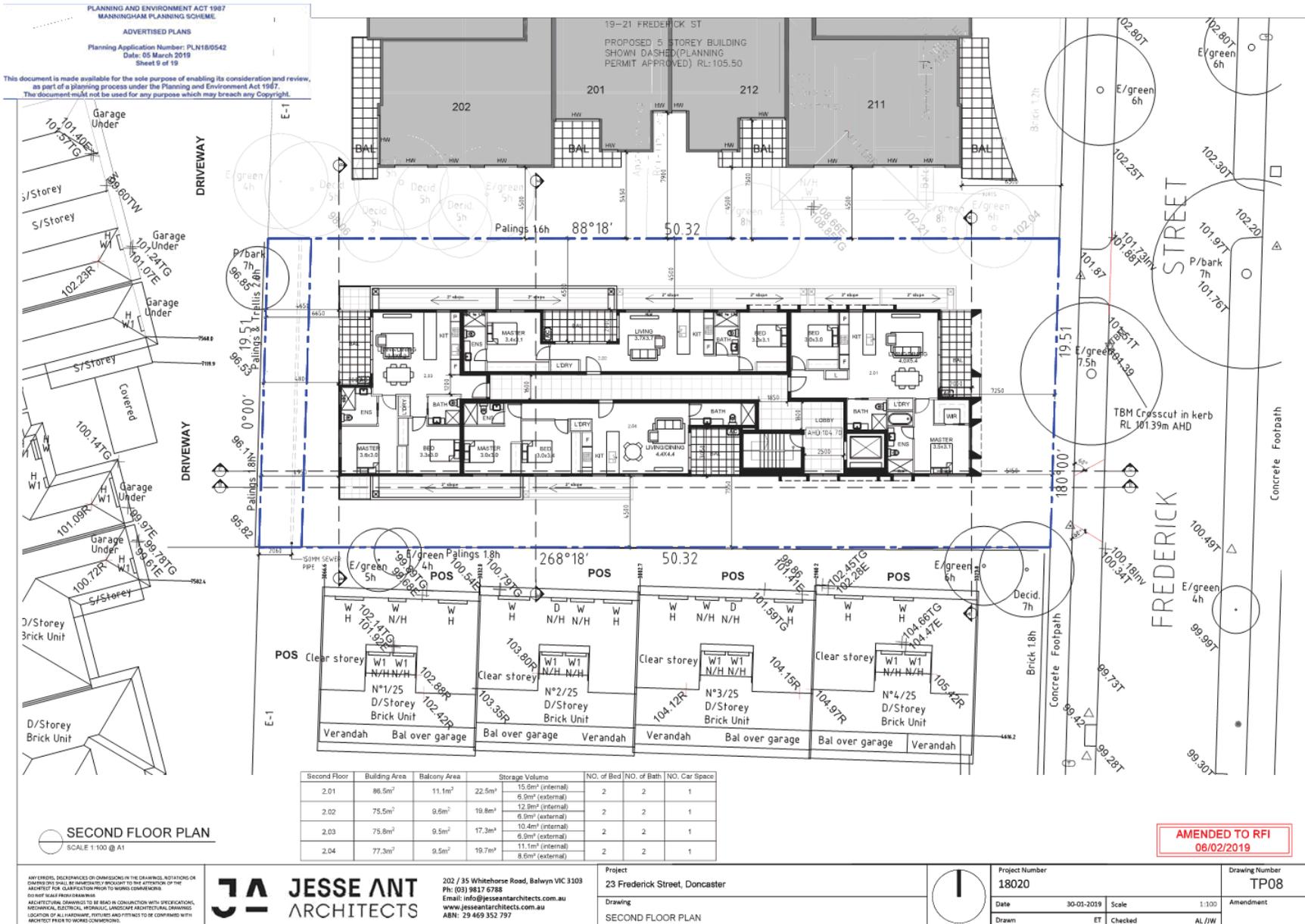
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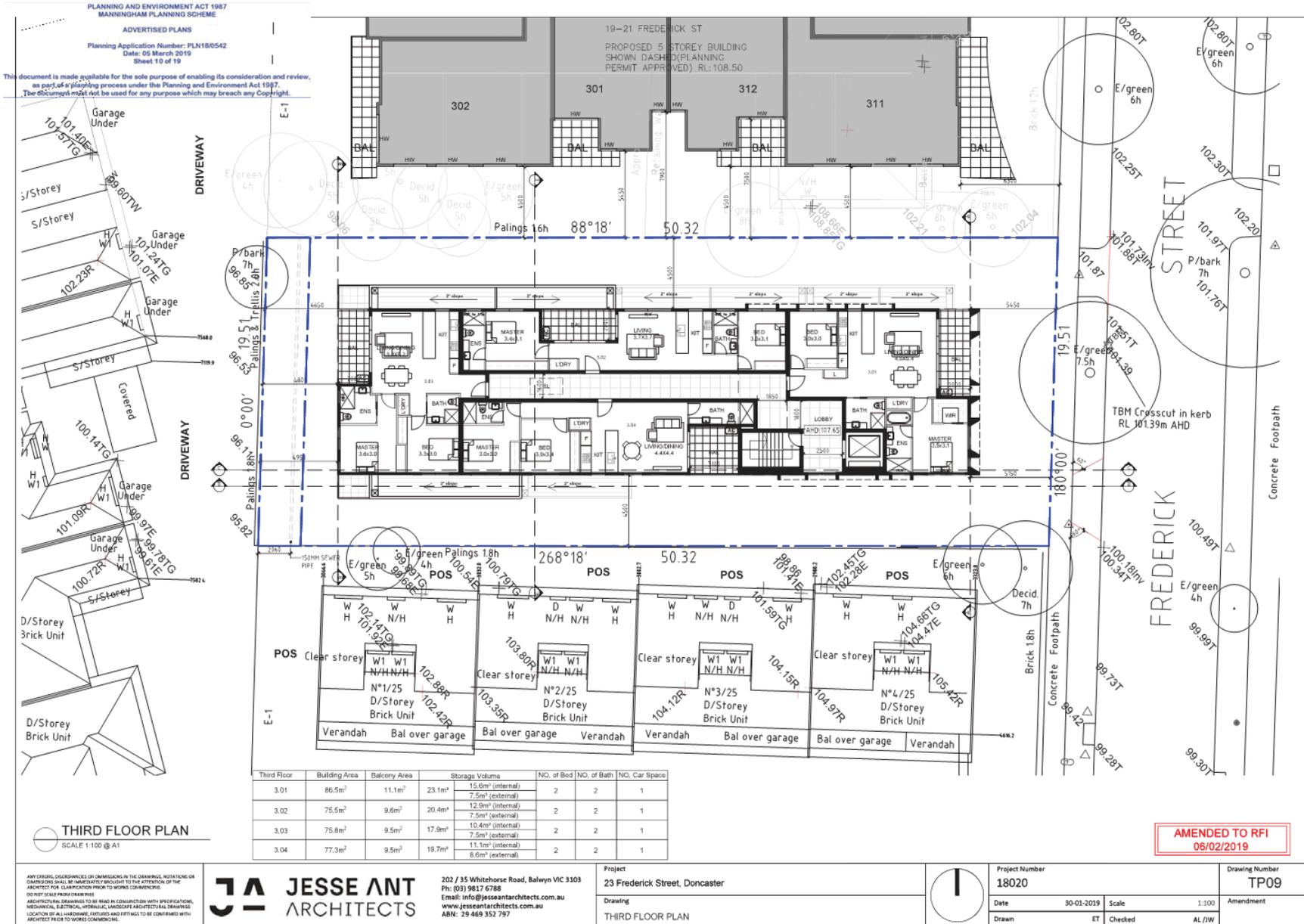
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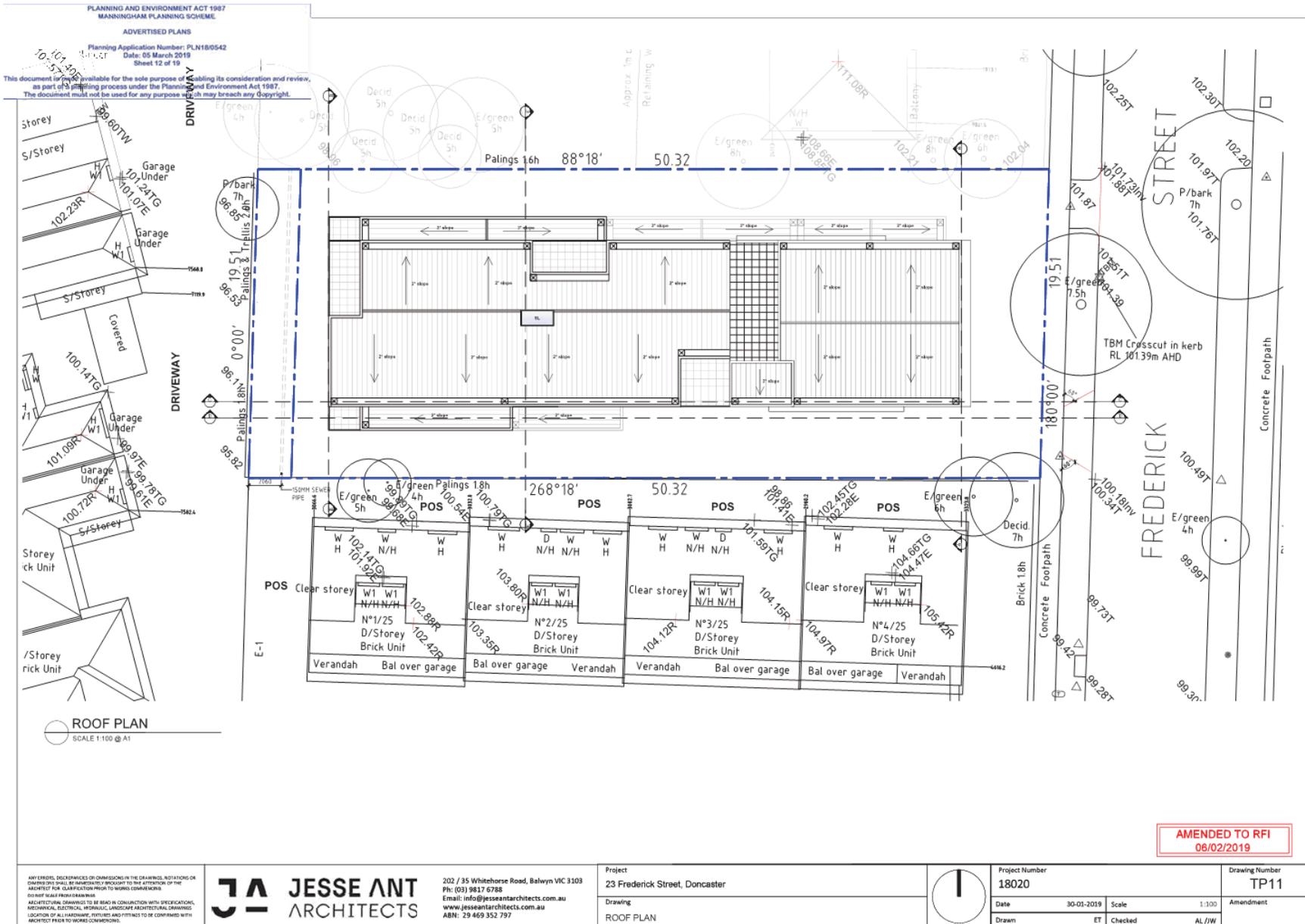
Drawing Number
TP06

Amendment



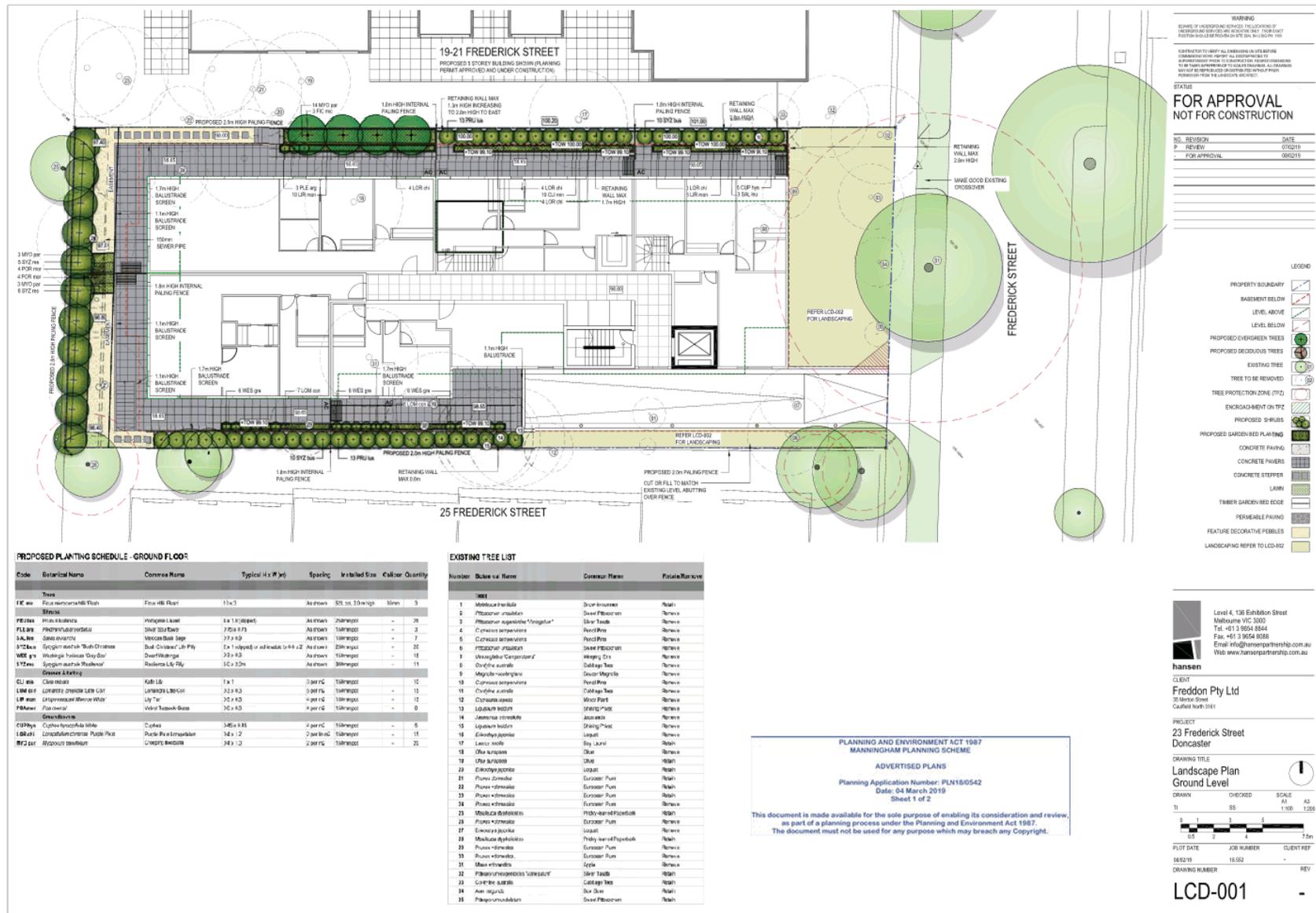


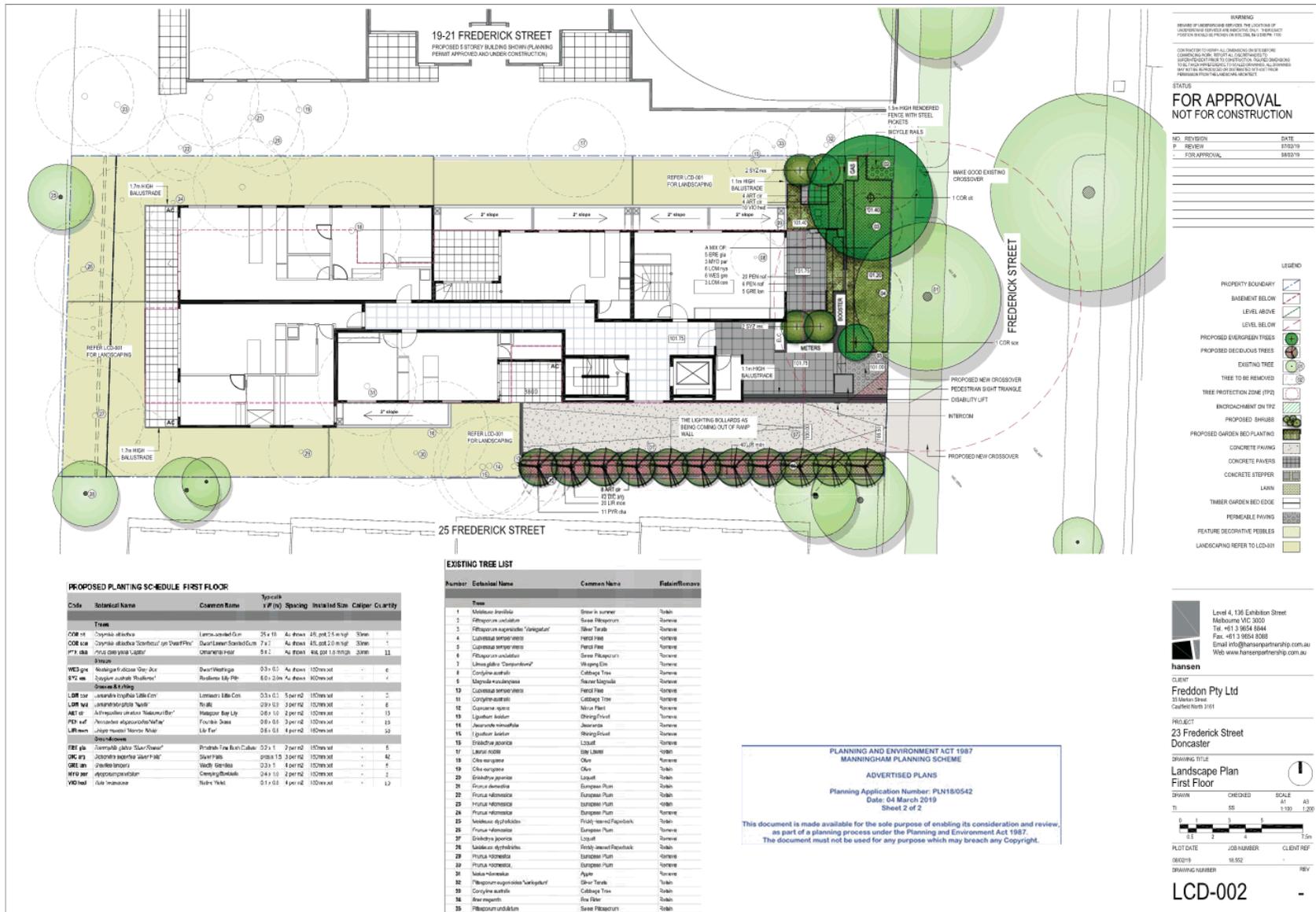












PROPOSED PLANTING SC-EHULE FIRST FLOOR

Code	Botanical Name	Common Name	Typical H/P (m)	Spacing	Installed Size	Category	Quantity
Trees							
COB 01	Corymbia alvica	Lemon-scented Gum	25 x 10	4.0m x 4.0m	25.0m x 10.0m	3	1
COB 02	Corymbia alvica 'Dwarf' (or Dwarf Pink)	Dwarf Lemon-scented Gum	7.5	4.0m x 4.0m	4.0m x 2.0m	3	1
PT 1	Pinus densata 'Lutea'	Common Pine	20 x 10	4.0m x 4.0m	20.0m x 10.0m	3	11
Shrubs							
WED 01	Wedelia frutescens 'Sue Dale'	Scarlet Wattle	0.5 x 0.5	4.0m x 4.0m	100mm x 100mm	6	6
ST 01	Styphelia tetragyna 'Blueberry'	Blueberry Tea Tree	0.5 x 0.5	4.0m x 4.0m	100mm x 100mm	1	1
Ground Cover							
LOB 01	Lonicera sibirica 'Lutea'	Lonicera	0.3 x 0.3	2.0m x 2.0m	100mm x 100mm	5	5
LOB 02	Lonicera sibirica 'Lutea'	Lonicera	0.3 x 0.3	2.0m x 2.0m	100mm x 100mm	5	5
ACT 01	Actinotus speciosus 'Makara'	Makara Bay Lily	0.6 x 0.6	2.0m x 2.0m	100mm x 100mm	13	13
PER 01	Persea forsteri 'Makara'	Makara Bay Lily	0.6 x 0.6	2.0m x 2.0m	100mm x 100mm	13	13
LOB 03	Lonicera sibirica 'Lutea'	Lonicera	0.3 x 0.3	2.0m x 2.0m	100mm x 100mm	5	5
Planters							
PL 01	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 02	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 03	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 04	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 05	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 06	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 07	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 08	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 09	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 10	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 11	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 12	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 13	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 14	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 15	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 16	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 17	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 18	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 19	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 20	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 21	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 22	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 23	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 24	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 25	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 26	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 27	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 28	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 29	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 30	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 31	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 32	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 33	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 34	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8
PL 35	Platanus fraxinifolia 'Sue Dale'	Sue Dale Platanus	0.5 x 1	2.0m x 2.0m	100mm x 100mm	8	8

EXISTING TREE LIST

Number	Botanical Name	Common Name	Status/Remarks
1	Melaleuca leucadendron	Sweet gum	Remove
2	Phibosora unguiculata	Sweet Pittosporum	Remove
3	Phibosora unguiculata 'Viregata'	Sweet Pittosporum	Remove
4	Callistemon rigidus	Hardy Heath	Remove
5	Callistemon rigidus	Hardy Heath	Remove
6	Phibosora unguiculata	Sweet Pittosporum	Remove
7	Callistemon rigidus	Hardy Heath	Remove
8	Callistemon rigidus	Hardy Heath	Remove
9	Callistemon rigidus	Hardy Heath	Remove
10	Callistemon rigidus	Hardy Heath	Remove
11	Callistemon rigidus	Hardy Heath	Remove
12	Callistemon rigidus	Hardy Heath	Remove
13	Callistemon rigidus	Hardy Heath	Remove
14	Callistemon rigidus	Hardy Heath	Remove
15	Callistemon rigidus	Hardy Heath	Remove
16	Callistemon rigidus	Hardy Heath	Remove
17	Callistemon rigidus	Hardy Heath	Remove
18	Callistemon rigidus	Hardy Heath	Remove
19	Callistemon rigidus	Hardy Heath	Remove
20	Callistemon rigidus	Hardy Heath	Remove
21	Callistemon rigidus	Hardy Heath	Remove
22	Callistemon rigidus	Hardy Heath	Remove
23	Callistemon rigidus	Hardy Heath	Remove
24	Callistemon rigidus	Hardy Heath	Remove
25	Callistemon rigidus	Hardy Heath	Remove
26	Callistemon rigidus	Hardy Heath	Remove
27	Callistemon rigidus	Hardy Heath	Remove
28	Callistemon rigidus	Hardy Heath	Remove
29	Callistemon rigidus	Hardy Heath	Remove
30	Callistemon rigidus	Hardy Heath	Remove
31	Callistemon rigidus	Hardy Heath	Remove
32	Callistemon rigidus	Hardy Heath	Remove
33	Callistemon rigidus	Hardy Heath	Remove
34	Callistemon rigidus	Hardy Heath	Remove
35	Callistemon rigidus	Hardy Heath	Remove

PLANNING AND ENVIRONMENT ACT 1987
 MANNINGHAM PLANNING SCHEME
 ADVERTISED PLANS
 Planning Application Number: PLN18/0542
 Date: 04 March 2019
 Sheet 2 of 2

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STATUS
 FOR APPROVAL
 NOT FOR CONSTRUCTION

NO.	REVISION	DATE
P	REVIEW	27/02/19
-	FOR APPROVAL	28/02/19

- LEGEND**
- PROPERTY BOUNDARY
 - BASEMENT BELOW
 - LEVEL ABOVE
 - LEVEL BELOW
 - PROPOSED EVERGREEN TREES
 - PROPOSED DECIDUOUS TREES
 - EXISTING TREE
 - TREE TO BE REMOVED
 - TREE PROTECTION ZONE (TPZ)
 - ENCROACHMENT ON TPZ
 - PROPOSED SHRUBS
 - PROPOSED GARDEN BED PLANTING
 - CONCRETE PAVING
 - CONCRETE PAVERS
 - CONCRETE STEPPER
 - LAWN
 - TRIMMER GARDEN BED EDGE
 - PERMEABLE PAVING
 - FEATURE DECORATIVE PEBBLES
 - LANDSCAPING REFER TO LCD-001

Level 4, 136 Exhibition Street
 Melbourne VIC 3000
 Tel: +61 3 9554 8044
 Fax: +61 3 9554 8088
 Email: info@hansenpartnership.com.au
 Web: www.hansenpartnership.com.au

hansen

CLIENT
 Freddon Pty Ltd
 35 Meina Street
 Caulfield North 3101

PROJECT
 23 Frederick Street
 Doncaster

DRAWING TITLE
 Landscape Plan
 First Floor

DRAWN CHECKED SCALE
 TI SS A3
 1:100 1:200

PLOT DATE **JOB NUMBER** **CLIENT REF**
 08/02/19 18,952 -

DRAWING NUMBER **REV**
 LCD-002 -

5. LEGISLATIVE REQUIREMENTS

5.1 PLANNING AND ENVIRONMENT ACT 1987 (THE ACT)

The *Planning and Environment Act 1987* is the relevant legislation governing planning in Victoria. The Act identifies subordinate legislation in the form of Planning Schemes to guide future land use and development.

Section 60 of The *Planning and Environment Act*, requires the Responsible Authority to consider the following before deciding on an application:

- *The relevant planning scheme;*
- *The objectives of planning in Victoria;*
- *All objections and other submissions which it has received;*
- *Any decision and comments of a referral authority which it has received; and*
- *Any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development.*

Section 61(4) of the Act makes specific reference to covenants. Under Section 61(4) of the *Planning & Environment Act 1987* the Responsible Authority must not issue a planning permit that would result in a breach of a registered restrictive covenant.

5.2 MANNINGHAM PLANNING SCHEME

Clauses of the Manningham Planning Scheme the Responsible Authority must consider:

- Planning Policy Framework
- Local Planning Policy Framework
- Clause 37.08 Activity Centre Zone, Schedule 1
- Clause 45.06 Development Contributions Plan Overlay, Schedule 1
- Clause 45.09 Parking Overlay, Schedule 1
- Clause 52.06 Car Parking
- Clause 52.34 Bicycle Facilities
- Clause 58 Apartment Developments
- Clause 65 Decision Guidelines

Zones

Clause 37.08 Activity Centre Zone, Schedule 1

The purpose of the Activity Centre Zone is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To encourage a mixture of uses and the intensive development of the activity centre:*
 - *As a focus for business, shopping, working, housing, leisure, transport and community facilities.*
 - *To support sustainable urban outcomes that maximise the use of infrastructure and public transport.*
- *To deliver a diversity of housing at higher densities to make optimum use of the facilities and services.*
- *To create through good urban design an attractive, pleasant, walkable, safe and stimulating environment.*
- *To facilitate use and development of land in accordance with the Development Framework for the activity centre.*

A permit is required to construct a building or construct or carry out works unless the schedule to this zone specifies otherwise.

An apartment development must meet the requirements of Clause 58.

Schedule 1, relevant to Doncaster Hill Principal Activity Centre outlines the following objectives:

Land use and development objectives to be achieved

- *To advance Doncaster Hill as a sustainable and vibrant mixed-use activity centre with a strong sense of place and civic identity.*
- *To develop the centre as a focus for contemporary high density residential development incorporating a mix of complementary retail, social, commercial and entertainment uses.*
- *To ensure the activity centre enhances the social, environmental, economic and cultural elements of the municipality and region, advancing Doncaster Hill as a destination in Melbourne's East.*

Land use

- *To provide for a vibrant range of mixed uses that support the strategic role of the Doncaster Hill Principal Activity Centre.*
- *To provide for a high level of activity that attracts people, provides a focal point for the community, creates an attractive and safe urban environment, increasing opportunities for social interaction.*
- *To ensure mixed use development comprises flexible floor spaces for a range of uses.*
- *To substantially increase the provision, intensity and diversity of housing (especially affordable housing), that allows for all sectors of the community to live in the centre.*
- *To provide for high-density residential development on individual sites in conjunction with a diversity of other uses including a mix of retail, commercial, social, community and entertainment uses.*
- *To encourage commercial and small-scale retail uses at the lower level of buildings, with high-density style residential development on upper levels.*

Built form

- *To create treed boulevards framed by podiums, consistent front setbacks and a high quality landscape along Doncaster, Williamsons and Tram Roads.*
- *To encourage innovative, contemporary architecture that provides a distinctive sense of identity for the Doncaster Hill Principal Activity Centre.*
- *To emphasise the existing dramatic landform of Doncaster Hill through built form that steps down the hill.*
- *To ensure an appropriate transition in height both within the activity centre and to surrounding neighbourhoods.*
- *To encourage built form that capitalises on key views and vistas including to the middle-ground and distant features including Dandenongs, the Kinglake Ranges and the central Melbourne skyline.*
- *To encourage the provision of urban art within built form or in adjacent public areas.*
- *To encourage the built form at gateway locations identified in the Framework Plan to be designed to act as markers with distinguishing architectural or urban design treatments*

Environmental sustainability

- *To ensure Australian Best Practice environmentally sustainable design is met in relation to building energy management, water sensitive urban design, construction materials, indoor environment quality, waste management and transport.*

Public realm

- To encourage active street frontages and pedestrian generating activities to be located along main roads.
- To ensure public spaces are minimally impacted by overshadowing, including preserving solar access in mid-winter to the key boulevards of Doncaster Road and Williamsons Road.
- To facilitate the enjoyment of public urban spaces/plazas, streetscapes, pedestrian and bicycle paths by ensuring that these areas are not excessively overshadowed or affected by wind tunnelling.
- To encourage artwork in suitable locations to contribute to creating a distinctive sense of identity.

Open space and landscaping

- To achieve development that provides accessible, safe, attractive and functional private and public open space opportunities, which are well connected and integrated within a permeable urban environment.
- To create a healthy and consistently landscaped environment that is dominated by native and indigenous planting.
- To maximise opportunities for landscaping in the public and private realm.
- To ensure each precinct has ready access to well designed public open space.

Transport and access

- To achieve development of circulation networks that focus on providing strong linkages within the Doncaster Hill Principal Activity Centre, and enhance public transport, pedestrian and bicycle users' amenity.
- To provide for well-defined vehicular, bicycle and pedestrian access both within and external to all precincts, with strong pedestrian crossing points to be established between the north and south sides of Doncaster Road.
- To encourage the integration of car parking areas into buildings and the unique sloping landform, including providing under-croft and basement as opposed to open-lot parking.

Under the ACZ1, the subject site is located in **Precinct 2F**. The objectives for Precinct 2F (clause 5.2-2) are as follows:

- To encourage an appropriate mix of residential and commercial uses in the precinct.
- To encourage the greatest area of high-density development to locate along the Doncaster Road ridgeline.
- To encourage the provision of cafes, restaurants and outdoor eating within the precinct.
- To retain and enhance the historic elements within the precinct and develop a link with the historic and arts enclave in Precinct 1.
- To support and connect with the pedestrian link proposed for the Doncaster Road, Williamsons and Tram Roads intersection at the western end of the precinct.
- To create a landmark gateway building at the eastern and western ends of the precinct.
- To create a public urban space/plaza with good solar access abutting the south side of Doncaster Road, with convenient access to the north side.
- To develop an area of open space as a passive green park, with urban play opportunities, and located in an area convenient to the precinct with well defined pedestrian links.

Table 5.2-3 of the Scheme sets out the following precinct requirements:

Maximum height	Design Element Height:	Setbacks

(excluding basement)		
14.5m	None specified	5m from front boundary 4.5m from side boundaries 4.5m from rear boundary

Overlays

Clause 45.06 Development Contributions Plan Overlay

A permit must not be granted to subdivide land, construct a building or construct or carry out works until a development contributions plan has been incorporated into this scheme.

This does not apply to the construction of a building, the construction or carrying out of works or a subdivision specifically excluded by a schedule to this overlay.

A permit granted must:

- *Be consistent with the provisions of the relevant development contributions plan.*
- *Include any conditions required to give effect to any contributions or levies imposed, conditions or requirements set out in the relevant schedule to this overlay.*

Clause 45.09 Parking Overlay

This overlay operates in conjunction with Clause 52.06. A schedule to this overlay may:

- *Vary the requirements of Clause 52.06 as allowed by this overlay.*
- *Specify additional requirements to the requirements of Clause 52.06 as allowed by this overlay.*
- *Specify requirements for the provision of a financial contribution as a way of meeting the car parking requirements of Clause 52.06 or this overlay.*

Planning Policy Framework

The relevant sections of the state planning policy framework are as follows:

Clause 11.01-1 (Activity Centres) includes the objective to build up activity centres as a focus for high-quality development, activity and living for the whole community by developing a network of activity centres.

Clause 11.01-2 (Activity Centre Planning) includes the objective to encourage the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into activity centres which provide a variety of land uses and are highly accessible to the community.

Clause 15.01-1 (Urban Design) seeks to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity. Strategies towards achieving this are identified as follows:

- *Promote good urban design to make the environment more liveable and attractive.*
- *Ensure new development or redevelopment contributes to community and cultural life by improving safety, diversity and choice, the quality of living and working environments, accessibility and inclusiveness and environmental sustainability.*
- *Require development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate.*

- *Ensure transport corridors integrate land use planning, urban design and transport planning and are developed and managed with particular attention to urban design aspects.*
- *Encourage retention of existing vegetation or revegetation as part of subdivision and development proposals.*

Clause 15.01-2 (Urban Design Principle) policy objective is:

- *To achieve architectural and urban design outcomes that contribute positively to local urban character and enhance the public realm while minimising detrimental impact on neighbouring properties.*

The strategy to achieve this is to apply the listed strategies to development proposals for non-residential development or residential development not covered by Clause 54, Clause 55 or Clause 56.

Responsible Authorities are also required to have regard to the State's *Design Guidelines for Higher Density Housing*, which is referenced at Clause 15.01 of the Scheme.

The strategies include the application of design principles to the proposed development relating to context, public realm, safety, pedestrian spaces, energy and resource efficiency, architectural quality and landscape quality.

Clause 15.01-4 (Design for Safety) policy objective is:

- *To improve community safety and encourage neighbourhood design that makes people feel safe.*

The policy seeks to improve community safety and encourage neighbourhood design that makes people feel safe. The strategy identified to achieve this objective is to ensure the design of buildings, public spaces and the mix of activities contribute to safety and perceptions of safety.

Clause 15.01-5 (Cultural Identity and Neighbourhood Character) policy objective is:

- *To recognise and protect cultural identity, neighbourhood character and sense of place.*

The clause includes several strategies to achieve this objective, including to:

- *Ensure development responds and contributes to existing sense of place and cultural identity.*
- *Ensure development recognises distinctive urban forms and layout and their relationship to landscape and vegetation.*
- *Ensure development responds to its context and reinforces special characteristics of local environment and place by emphasising:*
- *The underlying natural landscape character.*
- *The heritage values and built form that reflect community identity.*
- *The values, needs and aspirations of the community.*

Clause 15.02-1 Sustainable development: Energy and resource efficiency

The policy objective is:

- *To encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.*

The clause has the following strategies:

- *Ensure that buildings and subdivision design improves efficiency in energy use.*
- *Promote consolidation of urban development and integration of land use and transport.*
- *Improve efficiency in energy use through greater use of renewable energy.*

- *Support low energy forms of transport such as walking and cycling.*

Clause 16.01-1 Residential development: Integrated housing

The policy objective is:

- *To promote a housing market that meets community needs.*

The clause has the following strategies:

- *Increase the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations, including under-utilised urban land.*
- *Ensure that the planning system supports the appropriate quantity, quality and type of housing, including the provision of aged care facilities.*
- *Ensure housing developments are integrated with infrastructure and services, whether they are located in existing suburbs, growth areas or regional towns.*
- *Encourage housing that is both water efficient and energy efficient.*

Clause 16.01-2 Residential development: Location of residential development

The policy objective is:

- *To locate new housing in or close to activity centres and employment corridors and at other strategic redevelopment sites that offer good access to services and transport.*

The clause includes several strategies to achieve this objective, they include:

- *Increase the proportion of housing in Metropolitan Melbourne to be developed within the established urban area, particularly at activity centres, employment corridors and at other strategic sites, and reduce the share of new dwellings in greenfield and dispersed development areas.*
- *Encourage higher density housing development on sites that are well located in relation to activity centres, employment corridors and public transport.*
- *Ensure an adequate supply of redevelopment opportunities within the established urban area to reduce the pressure for fringe development.*
- *Facilitate residential development that is cost-effective in infrastructure provision and use, energy efficient, incorporates water efficient design principles and encourages public transport use.*
- *Identify opportunities for increased residential densities to help consolidate urban areas.*

Clause 16.01-3 Strategic redevelopment sites

The policy objective is:

- *To identify strategic redevelopment sites for large residential development in Metropolitan Melbourne.*

Specific reference is made at clause 16.01-3 to "strategic redevelopment sites" which are described as:

- *in and around Central Activity Centres;*
- *in or within easy walking distance of Principal or Major Activity Centres;*
- *in or beside Neighbourhood Activity Centres that are well served by public transport;*
- *on or abutting tram, train, light rail and bus routes that are part of the Principal Public Transport Network and close to employment corridors, Central Activities Districts, Principal or Major Activity Centres;*
- *in or near major modal public transport interchanges that are not in Principal or Major Activity Centres;*
- *able to provide ten or more dwellings, close to activity centres and well served by public transport.*

Clause 16.01-4 Housing diversity

The policy objective is:

- *To provide for a range of housing types to meet increasingly diverse needs.*

Clause 18.01-1 integrated Transport: Land use and transport planning

The policy objective is:

- *To create a safe and sustainable transport system by integrating land-use and transport.*

Clause 18.02-1 Movement networks: Sustainable personal transport

The policy objective is:

- *To promote the use of sustainable personal transport.*

Clause 18.02-2 Cycling

The policy objective is:

- *To integrate planning for cycling with land use and development planning and encourage as alternative modes of travel.*

The clause includes several strategies to achieve this objective including to:

Require the provision of adequate bicycle parking and related facilities to meet demand at education, recreation, shopping and community facilities and other major attractions when issuing planning approvals.

Clause 18.02-4 Management of the road system

The policy objective is:

- *To manage the road system to achieve integration, choice and balance by developing and efficient and safe network and making the most of existing infrastructure.*

Clause 18.02-5 Car parking

The policy objective is:

- *To ensure an adequate supply of car parking that is appropriately designed and located.*

The policy is relevant to the proposal because the application seeks a reduction in the standard car parking requirement of the Scheme. The objective is to ensure an adequate supply of car parking that is appropriately designed and located. It is also required to allocate or require land to be set aside for car parking subject to the existing and potential modes of access including public transport, the demand for off-street car parking, road capacity and the potential for demand management of car parking. Proposals are also encouraged to facilitate the use of public transport.

Local Planning Policy Framework (LPPF)

Municipal Strategic Statement

Clause 21.03 Key Influences

This clause identifies that future housing need and residential amenity are critical land-use issues that will challenge Manningham's future growth and sustainable development. The MSS acknowledges that there is a general trend towards smaller household size as a result of an aging population and smaller family structure which will lead to an imbalance between the housing needs of the population and the actual housing stock that is available.

This increasing pressure for re-development raises issues about how these changes affect the character and amenity of our local neighbourhoods. In meeting future housing needs, the challenge is to provide for residential re-development in appropriate locations, to reduce pressure for development in more sensitive areas, and in a manner that respects the residential character and amenity valued by existing residents.

Clause 21.09 Activity Centre and Commercial Areas

This policy outlines that *principal, major and identified neighbourhood activity centres will be the focus of increased residential growth and development*. In particular, Doncaster Hill Principal Activity Centre will:

- *Challenges mainstream community planning and building design to achieve desired environmental outcomes.*
- *Provides more local jobs to reduce journey to work trips.*
- *Provides housing where residents may walk to facilities and services.*
- *Encourages reduced levels of car ownership and increased public transport usage.*

The vision for Doncaster Hill Principal Activity Centre is outlined in Council's *Doncaster Hill Strategy (2002)* and includes:

- *To implement the objectives of Melbourne 2030 in respect of Principal Activity Centres as a focus for retail, social, commercial, entertainment, civic and residential uses.*
- *To integrate ecologically sustainable development principles and techniques into every facet of the design, construction and operation/occupancy stages of new development to raise the aspirations of all users, appropriate for a city looking towards a long-term, responsible and sustainable future.*
- *To ensure that built form outcomes demonstrate the use of contemporary architecture combined with innovative urban design and building techniques that incorporate ecologically sustainable design principles.*
- *To emphasise the existing dramatic landform of Doncaster Hill through built form that steps down the hill.*
- *To encourage high density, high rise residential development.*
- *To provide a greater diversity of dwelling types.*
- *To alleviate pressure for more intense residential development in established urban areas.*
- *To reduce travel demand and change travel behaviour.*
- *To promote the development of sustainable transport options.*
- *To meet the future infrastructure requirements of Doncaster Hill in a comprehensive, timely and equitable way.*
- *To develop an integrated mixed-use precinct for Doncaster Hill Activity Centre which provides for an appropriate mix of uses and functions on a location specific level, including the provision of:*
 - *mixed uses within buildings, particularly along boulevard locations*
 - *small scale retail opportunities at ground floor level in conjunction with other mixed use developments*
 - *additional commercial/office floor space*
 - *flexible floor spaces within buildings to ensure life cycle adaptability.*

Within Doncaster Hill Principal Activity Centre there are various precincts delineated in accordance with their topographic orientation and aspect on Doncaster Hill, their relationship to main roads, and their present and future uses.

Clause 21.10 Ecologically Sustainable Development

This policy highlights Council's commitment to ESD and outlines a number of ESD principles to which regard must be given. These include building energy management, water sensitive design, external environmental amenity, waste management, quality of public and private realm and transport.

In relation to sustainability, the ACZ1 requires applicants to submit a Sustainability Management Plan that *demonstrates the application of Australian best practice rating tools and design principles, use of emerging technology, and a commitment to 'beyond compliance' throughout the construction period and subsequent operation of the development.*

Local Planning Policy

Clause 22.08 Safety through urban design

This policy applies to all land in Manningham. It endeavours to provide and maintain a safer physical environment for those who live in, work in or visit the City of Manningham. The policy seeks attractive, vibrant and walkable public spaces where crime, graffiti and vandalism is minimised.

Clause 22.09 Access for disabled people

This policy also applies to all land in Manningham. It seeks to ensure that people with a disability have the same level of access to buildings, services and facilities as any other person. The policy requires the needs of people with a disability to be taken into account in the design of all proposed developments.

Clause 22.12 Environmentally Sustainable Development

This policy applies throughout the City of Manningham to residential and non-residential development that requires a planning permit in accordance with the thresholds in Table 1 of this Policy (except for land affected by the Activity Centre Zone (Schedule 1) that applies to Doncaster Hill). The policy contains an overarching objective that development should achieve best practice in environmentally sustainable development from the design stage through to construction and operation.

Particular Provisions

Clause 52.06 Car Parking

Pursuant to Clause 52.06-5, car parking is required to be provided at the following rates:

- 1 space for 1 and 2 bedroom dwellings.
- 2 spaces for 3 or more bedroom dwellings.
- 1 visitor space to every 10 dwellings (within the Parking Overlay, Schedule 1).

Clause 52.06-9 outlines various design standards for parking areas that should be achieved.

Clause 52.34 Bicycle Facilities

Pursuant to Clause 52.34-3, the following number of bicycle spaces are required in development of four or more storeys:

- 1 space for every 5 dwellings for residents.
- 1 space for every 10 dwellings for visitors.

Clause 58 Apartment Developments

A development:

- Must meet all of the objectives of this clause
- Should meet all of the standards of this clause.

If a zone or a schedule to a zone, or a schedule to an overlay specifies a requirement different from a requirement of a standard set out in Clause 58 (excluding Clause 58.04-1), the requirement in Clause 58 applies.

General Provisions

Clause 65 Decision Guidelines

This clause outlines that before deciding on an application, the responsible authority must consider, as appropriate:

- *The Municipal Planning Strategy and the Planning Policy Framework.*

- *The purpose of the zone, overlay or other provision.*
- *Any matter required to be considered in the zone, overlay or other provision.*
- *The orderly planning of the area.*
- *The effect on the amenity of the area.*
- *Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.*
- *The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.*

10 CITY PLANNING & COMMUNITY

10.1 Manningham Draft Parking Permit Policy 2019

File Number: IN19/263
Responsible Director: Director City Planning and Community
Attachments:

EXECUTIVE SUMMARY

The purpose of this report is to consider an updated on-street car parking policy to manage the increased demand for on-street car parking within Manningham.

The policy also seeks to more effectively manage the limited number of spaces available for traders in commercial areas and permits for tradepersons and carers.

Upon examining the existing policy a number of changes are considered to be required to ensure increased growth does not adversely impact the amenity and safety of Manningham's road network and that our roads continue to be accessible and appropriately managed to accommodate additional traffic from residents, visitors and traders.

Key changes to the existing policy include:

- *The introduction of a 12 month term for all residential and commercial parking permits with an ability to pay online. This replaces the current residential permits that are valid for 3 years;*
- *A prohibition on the availability of residential parking permits for:*
 - *development of 5 or more dwellings constructed after the adoption date of the reviewed policy;*
 - *existing development consisting of 10 or more dwellings;*
- *Restricting Trader Permits to specified activity zones;*
- *Restricting the issuing of/number of Trader Permits to businesses that have off-street parking opportunities;*
- *Issuing Trader Permits to specific businesses;*
- *Placing restrictions on the times of day Tradeperson Permits can be used to, from 7.00am – 5.00pm;*
- *Connecting Tradeperson Permits to addresses work is being undertaken at;*
- *Identifying that Carer Permits are vehicle specific or specific to an individual/organisation that are employed to provide a care service and are only valid when providing this service; and*
- *Identifying a validity period for all carer permits;*
- *Introducing a fee for a lost/stolen residential, commercial or tradeperson parking permit.*

The report recommends adoption of the Parking Permit Policy 2019 (Attachment 2).

COUNCIL RESOLUTION

MOVED: CR ANNA CHEN
SECONDED: CR MICHELLE KLEINERT

That Council adopts the Manningham Parking Permit Policy 2019 subject to the following change to the table in Section 1 (page 263 of Council Agenda) and Appendix 1 (page 271 of council Agenda):

- **10 or more dwellings (excluding apartment development as defined in the Manningham Planning Scheme) that have been lawfully occupied prior to the 23rd of April 2019 are eligible to apply for a maximum of one vehicle parking permit subject to an application fee.**

CARRIED

2. BACKGROUND

- 2.1 Council in December 2017 adopted the Manningham's Parking Permit Policy 2017 (Appendix 1).
- 2.2 The policy covers Residential Parking Permits, Commercial Permits, Aquarena Permits, Tradesperson Permits and Carer Permits.
- 2.3 The policy under consideration provides for the implementation of a revised car parking policy in response to the management of car parking outlined in Council's Parking Management Policy, October 2018.
- 2.4 The Manningham Parking Management Policy 2018 provides a framework to manage kerbside parking in Manningham. The framework guides the assessment and implementation of new parking restrictions to address the competing demands of all road users. The draft Parking Permit Policy considered in this report compliments this more strategic document and implements at the operational level, the outcomes of the Manningham Parking Management Policy 2018.
- 2.5 At the Council meeting of 11 December 2018, Council resolved to exhibit the draft parking policy to the community (Appendix 2).
- 2.6 An engagement and communications plan was developed in consultation with Council's Communications team. This plan included exhibition of the draft policy for community feedback for a period commencing from 21 January to 25 February 2019.
- 2.7 The policy was exhibited by:
- 2.7.1 Council's 'Your Say Manningham' website page, together with supporting information and Frequently Asked Questions (FAQs);
 - 2.7.2 Flyers and posters were distributed to key locations around Manningham;
 - 2.7.3 Social Media posts 23 January and 20 February 2019;

2.7.4 Advertising in Manningham Business Newsletter; and

2.7.5 Advertising in the *Manningham Leader* on 4 February 2019.

2.8 In response to the exhibition of the draft policy, Council received 902 visits to the 'Your Say Manningham' website page, resulting in 288 documents being downloaded. 77 responses to the draft policy were received during the exhibition period. 19 of these responses were not directly related to the draft vehicle policy.

2.9 A summary of the community feedback provided through the public exhibition period revealed the following:

Comments Received	Support	Oppose
Residential	17	40
Trader	-	-
Tradesperson	-	-
Carer	1	-

3. DISCUSSION / ISSUE

3.1 The existing Parking Permit policy has been operating since November 2017 and since then officers have identified opportunities to improve the operational effectiveness of the policy when assessing permit applications across the various permit types.

3.2 It is also an appropriate time to review the policy in light of the ongoing intensification of residential development within the municipality and the future demands this development will place on the limited number of on-street vehicle parks available.

3.3 In addition, as part of Council's Citizen Connect and digital transformation program, an opportunity has been identified to create an online parking permit application service. A review of the existing policy and the introduction of an on-line parking permit lodgement portal will provide an enhanced level of service to the community.

3.4 Key changes to the policy include the following:

3.4.1 The introduction of a 12 month term for all residential and commercial parking permits with an ability to pay online. This replaces the current residential permits that are valid for 3 years;

3.4.2 A prohibition on the availability of residential parking permits for:

- development of 5 or more dwellings constructed after the adoption date of the reviewed policy;
- existing development consisting of 10 or more dwellings;

3.4.3 Restricting Trader Permits to specified activity zones;

3.4.4 Restricting the issuing of/number of Trader Permits to businesses that have off-street parking opportunities;

3.4.5 Issuing Trader Permits to specific businesses;

- 3.4.6 Placing restrictions on the times of day Tradeperson Permits can be used to, from 7.00am – 5.00pm;
- 3.4.7 Connecting Tradeperson Permits to addresses work is being undertaken at;
- 3.4.8 Identifying that Carer Permits are vehicle specific or specific to an individual/organisation employed to provide a care service and are only valid when providing this service; and
- 3.4.9 Identifying a validity period for all carer permits;
- 3.4.10 Introducing a fee for a lost/stolen residential, commercial or tradeperson parking permit.
- 3.5 Of the 58 submissions received during the exhibition period of the draft policy that related to the draft changes to the existing parking policy, a number of similar themes emerged from the comments received.

3.5.1 Submissions objecting to the draft policy

Key themes are:

- the cost of housing has forced many residents into apartments;
- the policy discriminates against occupiers of multi-unit residential developments which Manningham Council has permitted; and
- the loss in permits would affect the value of their properties and that if the policy is adopted, visitors would no longer be able to visit these properties.

3.5.2 The concerns that residents of some existing multi-dwelling developments will no longer have access to on-street visitor parking are valid. This issue involves the 10 or more dwelling cohort constructed prior to the adoption of the policy. Feedback has also correctly identified that residents of future development consisting of 5 or more dwellings will also not have access to on-street visitor parking.

3.5.3 It is acknowledged that the draft policy is a departure from the existing parking policy with some existing on-street parking “entitlements” no longer being available to residents residing in existing developments consisting of 10 or more dwellings. However, it is the view of officers that the draft changes to the existing policy are required to address the limited supply of on-street parking and the increase intensification of residential development within the municipality. The draft policy also encourages a model shift to other forms of transport.

3.5.4 Submissions supporting the draft policy

Supporting comments noted that a firmer approach to providing multi-dwelling residential developments access to on-street parking is warranted and identified that developers should be providing greater onsite parking for both occupiers and visitors. Submissions also suggest that residents of multi-dwelling developments should use garages for vehicle parking and not storage.

- 3.6 Community feedback has also included a large number of comments which were beyond the scope of the Policy review. These comments were generally concerned with site specific issues and broader concerns regarding increased intensification of residential development within the municipality.

4. COUNCIL PLAN / STRATEGY

- 4.1 The draft policy is consistent the Council Plan 2017-2021: A Healthy Community. Specifically it supports:
- Goal 2.1 Inviting places and spaces, in particular managing the impact of growth and density on amenity.
 - Goal 2.3 Well Connected, Safe and Accessible Travel, in particular well planned and maintained roads, pathways and transport infrastructure.

5. IMPACTS AND IMPLICATIONS

- 5.1 The draft policy seeks to achieve a balanced outcome, in order to meet the needs of all road users in a fair, equitable and sustainable manner.
- 5.2 The proposed policy will remove access to some owners and occupiers of existing dwellings located within residential permit zones which currently can obtain a parking permit to park on the roadside.
- 5.3 The Policy provides guidance for decision making for parking permit management within Manningham as conditions change within the city.

6. IMPLEMENTATION

6.1 Finance / Resource Implications

The policy implementation is funded through the current budget. The additional costs associated with printing of the new permit types is minimal.

Development of an online portal to allow for application and payment online has been developed concurrently and within existing budget.

6.2 Communication and Engagement

A communication plan outlining the changes will be developed on adoption of the policy. Including how to utilise the new on line portal for application and payment.

6.3 Timelines

Should Council choose to support the recommendation, the changes will be implemented this financial year.

7. DECLARATIONS OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.



Policy Register

Parking Permit Policy 2017

Policy Classification	- Transport
Policy N°	- POL/525
Policy Status	- Current
Responsible Service Unit	- Approvals & Compliance
Authorised by	- Council
Date Adopted	- 12 December 2017
Next Review Date	- 12 December 2021

This policy is part of a suite of policies adopted by Council or the Executive Management Team (EMT).

New or replacement policies can be created and developed within Service Units but can only be added to Council's Policy Register by Governance Services following the approval of the policy by Council or the EMT.

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**Policy Register
Parking Permit Policy**

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Policy Register Parking Permit Policy

PURPOSE

The purpose of this policy is to provide direction as to when a parking permit will be issued, specifically:

- who is entitled to a parking permit
- the quantity of permits per property
- the type of permit issued
- the cost per permit

POLICY STATEMENT

The Parking Permit Policy will assist Council staff to determine whether it is appropriate to grant a permit and the number issued in each circumstance. This policy is also mindful of any legislative considerations.

It is policy that:

Residential Parking Permits

- Residential parking permits will only be issued where the property is the applicant's primary place of residence
- Permits are not transferrable between residents of different addresses
- Permits must be surrendered to Council if a resident leaves the premises

For single detached dwellings

- Two permits are available for each detached dwelling on a three year cycle, subject to application (no fee) and evidence of residency
- The permit can either be vehicle specific or a general visitor permit
- Residents may apply for an additional permit and are required to pay a fee. Additional permits are renewable annually. Additional permits can either be a vehicle specific permit or a general visitor permit



Policy Register Parking Permit Policy

For multi-dwelling developments

- For a development of up to four dwellings, one permit for each property is available on application (no fee), subject to evidence of residency and permits are renewable on a three year cycle
- For a multi-dwelling development for more than four dwellings one permit is available for each property on application, subject to evidence of residency and payment of a fee and are renewable annually
- The permit can either be vehicle specific or a general visitor permit
- There are no additional permits available for multi dwelling development sites

Commercial Permits

- Issued to either an Individual Business or to a recognised Traders Association
- Issued at a reduced rate where the application is made in bulk through a recognised Traders Association
- Permits are issued for up to 12 months and expire on 31 December each year

Aquarena Permits

- Issued upon advice from a Medical Practitioner to provide closer access to the entrance of Aquarena during rehabilitation or the like
- The permit is vehicle specific
- The permit is valid for up to 6 months

Tradesperson Permits

- Permits are available for a construction site, subject to application, payment of the relevant fee and evidence of association with the construction site (normally provided by the nominated builder)
- A maximum of 4 permits can be issued per site
- A permit can only be issued to a site for a period up to 12 weeks



Policy Register Parking Permit Policy

- The permit is valid directly in front of or within 50 metres of the construction site

Carer Permits

- Evidence would need to be supplied either from a medical practitioner or similar to confirm a carer service is being provided and the timeframe for the delivery of the care service.

All permits:

- Annual permits will generally expire on 31 December each year unless otherwise specified
- Permits must be displayed so that they are visible to an authorised officer either hanging from the internal mirror where they are provided in hanger form or located on the left hand side dashboard of the vehicle
- Permits authorise parking in a specified location or street and are valid to the nearest intersecting street to the permit holders address. They do not provide any exemptions from the Road Rules Victoria
- Permits (other than tradesperson permits) are not valid for large commercial vehicles, trailers, caravans or trucks & earth moving vehicles or as defined in *Road Safety Road Rules 2017 – Rule 200*
- Permits do not guarantee the availability of parking places
- Permits must not be duplicated, altered or amended in any way
- Lost permits will only be replaced at the discretion of the Council and after receipt of a Statutory Declaration
- Permit holders are required to produce their parking permit on request to an authorised officer
- Permits may be cancelled, suspended or revoked where misuse is identified
- Permit applications must be made on the specified form



Policy Register Parking Permit Policy

The cost of each permit will be determined by Council and is included in Council's Annual budget fees and charges schedule. This is reviewed annually.

SCOPE OF POLICY

The policy applies to the following permit types:

- Residential Parking Permits
- Commercial Parking Permits
- Aquarena Parking Permits
- Tradesperson Parking Permits
- Carer Parking Permits

RESPONSIBILITY

Manager Health & Local laws

DEFINITIONS

Application fee – is the fee paid to consider or process an application regardless of the outcome.

Carers Permit – means a parking permit authorising an exemption for a vehicle from time limited parking restrictions greater than 15 minutes and within residential permit zones when delivering a care service. It would not exempt No Standing, No Parking, Loading Zones, Clearways/Bus Lanes or Disabled Parking bays.

Commercial Permit – means a parking permit authorising the use of land managed by Council on behalf of a registered business or owners corporation.

Multi dwelling development – means an apartment, unit or townhouse and is defined on Council's records under the land use description as a strata unit or flat, single unit/villa unit/townhouse or retirement village unit.

Residential Parking Permit – means a parking permit authorising a vehicle to park within a Resident Permit Area.



Policy Register Parking Permit Policy

Single detached dwelling – means a house and is defined on Council's records under the land use description as a detached home.

Tradesperson Permit – means a parking permit authorising a Tradesperson's vehicle an exemption from time limited parking restrictions greater than 15 minutes and within residential permit zones. It would not exempt No Standing, No Parking, Loading Zones, Clearways/Bus Lanes or Disabled Parking bays.

RELATED POLICIES

Parking Management Policy, 28 October 2014

SUPPORTING PROCEDURES

Issuing Parking Permit Procedure

RELATED LEGISLATION

Under the provisions of the *Road Management Act, 2004* and the *Local Government Act, 1989*, Council has the power, as the Road Authority, to manage roads in a manner that minimises any adverse effect on community safety and the environment. Council has also the power to fix, rescind or vary any fees in a parking area and a manner of payment for those fees.

This Policy will apply to all of Manningham. Permits will be issued according to the following guidelines and also in consideration of Manningham's Processing Permit Applications Procedure.

DOCUMENT HISTORY

Policy Title:	Parking Permit Policy
Responsible Officer:	Paul Bonnici
Resp. Officer Position:	Coordinator City Compliance
Next Review Date:	November 2021
To be included on website?	Yes



**Policy Register
Parking Permit Policy**

Last Updated	Meeting type? - Council or EMT	Meeting Date	Item N°
27/09/2011	Council	27/09/2011	
29/10/2013	Council	29/10/2013	9.5
12/12/2017	Council	12/12/2017	10.3

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Policy Register

Parking Permit Policy 2019

Policy Classification	-	Policy Classification
Policy N°	-	Record Number
Policy Status	-	Policy Status
Responsible Service Unit	-	City Compliance
Authorised by	-	Authorised by.
Date Adopted	-	Date Adopted
Next Review Date	-	Next Review Date



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PURPOSE

The purpose of this policy is to provide direction in the equitable management of on-street vehicle spaces within the Municipality for residents, visitors, traders, tradespersons and carers and to identify:

- who is entitled to apply for a parking permit;
- the quantity of permits per property;
- the type of permit issued; and
- the cost per permit.

POLICY STATEMENT

The Parking Permit Policy will assist officers to determine whether it is appropriate to grant a vehicle parking permit and the number issued in each circumstance. This policy is also mindful of any legislative considerations.

It is policy that:

1.0 Residential Parking Permits

- 1.1 Residential parking permits will only be issued where the property is the applicant's primary place of residence and not property owners (landlords) who lease their property out.
- 1.2 Permits must be surrendered to Council if the resident leaves the premises.
- 1.3 Residential Parking Permits will not be issued to properties not used for residential purposes (i.e used solely for commercial or another non-residential purposes).
- 1.4 Residential Parking Permits are valid for 12 months from the date of issue.
- 1.5 Permits are not transferrable between residents of different addresses.
- 1.6 Applicants requiring a replacement Visitor/Residential Permit for a lost or stolen permit will need to provide a Statutory Declaration and pay a fee.



Parking Permit Policy 2019

Number of Dwellings	Parking Permit Eligibility	Additional Permit Eligibility	Maximum Number Permit Eligibility
Single (detached) dwelling	Up to 2 (no fee)	1 (fee applies)	3
Between 2 to 4 dwellings built prior to (insert policy adoption date)	1 per dwelling (no fee)	Not eligible for additional permits	1 per dwelling
Between 2 and 4 dwellings built after (insert policy adoption date)	1 per dwelling (fee applies)	Not eligible for additional permits	1 per dwelling
5 or more dwellings built after (insert policy adoption date)	Not eligible for parking permits		
5 to 9 dwellings built before (insert policy adoption date)	1 per dwelling (fee applies)	Not eligible for additional permits	1 per dwelling
10 or more dwellings built before (insert policy adoption date)	Not eligible for parking permits		

2.0 Trader Parking Permits (Commercial/Activity Centres)

- 2.1 A Trader Permit will only be issued to an individual business or to a recognised traders' association.
- 2.2 A Trader Parking Permit will only be issued in areas where parking restrictions apply that are monitored by Council.
- 2.3 A Trader Parking Permit may not be issued where a business has access to off-street parking.
- 2.4 A Trader Parking Permit is specific to a business.
- 2.5 Applicants requiring a replacement Trader Permit for a lost or stolen permit are required to provide a Statutory Declaration and pay a fee.



Parking Permit Policy 2019

Trader Permit Type	Fee	Permit Numbers
Single Permit Application	Fee Applies	1
Bulk Permit Application Fee (by an incorporated Traders' Association)	Fee Applies at a discounted rate	Greater than 10 Businesses

3.0 Aquarena Permits

- 3.1 Aquarena Permits are permits issued upon advice from a Medical Practitioner to provide short term convenient access for visitors to the entrance of Aquarena, during rehabilitation or the like, and are considered an alternative to an individual who does not have access to a disability permit.
- 3.2 The Permit is only valid within the Permit Zone located at Aquarena.
- 3.3 The Permit is vehicle specific.
- 3.4 A Permit can only be issued for a period up to a maximum of 6 months.
- 3.5 Application requirements must be supported in writing by medical practitioner.

Aquarena Permit	Fee / Permit
Period Up to 6 months	Fee Applies

4.0 Tradesperson Permits

- 4.1 Tradesperson Permits are available for a construction site, subject to application, payment of the relevant fee and evidence of association with the construction site (normally provided by the nominated builder).
- 4.2 The number of permits available is limited to a maximum of 4 permits at any one time.
- 4.3 A permit can only be issued for a period of up to 12 weeks and generally will not be renewed.
- 4.4 The tradespersons vehicle permit will enable a vehicle to park between Monday and Friday 7.00am to 5.00pm (each day). Outside of these hours any existing parking controls will apply.



Parking Permit Policy 2019

4.5 Permits are only valid when being used to complete on-site works at the property to which they are issued. They are not for private/personal use at any time.

4.6 Application can be made by:

- A resident of the property;
- The owner of the property (regardless of whether or not they are living at the property); and
- The tradesperson who will be doing the works.

Tradesperson Permit Type	Fee / Permit	Maximum Permit Numbers
Between 1 and 7 days	Fee Applies	4
Between 1 week and 12 weeks	Fee Applies	4

Note: Where construction works are to take longer than 12 weeks, an application for the installation of a Work Zone should be applied for.

5.0 Carer Permit

- 5.1 Carer Permits are issued to an individual employed in the delivery of a care service or to an Organisation that provides a care service between 6 and 12 months based on need of the recipient of the care service.
- 5.2 The Permit is only valid within time-limited parking restrictions greater than 15 minutes and within residential permit zones.
- 5.3 The Permit is vehicle specific or specific to an Organisation which provides a care service and is only valid when undertaking the care services.
- 5.4 In the case of an individual, a Permit will be issued for a period of 6 months, on confirmation of ongoing service this time frame may be amended up to 12 months. After 12 months has concluded, an application for another carer permit will need to be lodged with Council.

Carer Permit	Fee / Permit	Period
Individual/Organisation	No Fee	Period Up to 12 months



Organisation	No Fee	Period Up to 12 months
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6.0 Display of Parking Permits

- 6.1 A parking permit will be issued for display on the inside of the vehicle and must be displayed by hanging it from the rear vision mirror or placed on the left-hand side of the dashboard so the front of the permit can be seen without obstruction.
- 6.2 Vehicles not displaying the parking permit correctly may receive a parking infringement notice.
- 6.3 Vehicles must be legally parked in the permit area as designated on the parking permit and Victorian Road Rules.
- 6.4 Each permit issued will be either linked to a property or business or a specific vehicle.
- Where the permit is linked to a property it is not transferable between properties.
 - Where the permit is issued to a specific vehicle it is not transferable to another vehicle.
- Any change of address or vehicle details must be advised to Council in writing and approval granted for the permit to remain valid.

7.0 General Conditions for all Permit types

- 7.1 Permits are issued at the discretion of Manningham Council and may be cancelled or suspended if misuse is identified.
- 7.2 The issue of a parking permit does not guarantee the availability of space to park.
- 7.3 Residential and Trader permits are valid for up to 12 months from date of issue.
- 7.4 Permit fees are not refundable if a resident or occupier moves during the duration of the permit.
- 7.5 The cost of all permits will be reviewed annually and will be included in Council's Annual Budget fees and charges schedule.
- 7.6 The permit application fee is considered an application fee and is not refundable if an application for a permit is refused.
- 7.7 Permits are not valid until the application is approved.



- 7.8 Permits will not be issued to vehicles that do not comply with the Road Safety Rules 2017 or other traffic related legislation.
- 7.9 Parking Permits will only be issued to vehicles with a current registration and that are in a roadworthy state. Where a vehicle is found contravening this provision, the permit may be cancelled.
- 7.10 Permits will not be issued to boats, trailers or caravans. An exception may be made where registered trailers are required for work purposes (e.g maintenance worker, tradesperson) in this case a condition detailing how the permit will be displayed will be added.
- 7.11 Permits must be displayed so that they are visible to an authorised officer either hanging from the internal mirror where they are provided in hanger form or located on the left hand side dashboard of the vehicle
- 7.12 A Permit should be produced on request from an Authorised officer within 48 hours.
- 7.13 The use of all permits are subject to specified conditions that must be complied with at all times.
- 7.14 Permits cannot be sold, lent, reproduced, copied, altered used for any other purpose.
- 7.15 If a person or business is found to misuse the permit scheme the following penalties may apply:
- On the first offence a permit may be suspended or cancelled for a period of 12 months and the fees will not be refunded; and
 - On a second occasion, permits will be permanently cancelled.
- 7.16 Permit holders are required to park legally at all times.

8.0 Information Requirements

- 8.1 All applications for parking permits must be made in the prescribed way and require proof of residency and details of the current vehicle registrations which will be linked to the Permits issued.
- 8.2 In special circumstances where a vehicle is to be linked to a dwelling, however, is not owned by the occupant (such as a company car) a statutory declaration or details on company letterhead must support the permit application providing details of:
- the owner of the vehicle;
 - the user of the vehicles including the address at which the vehicle is to be kept; and



- the vehicle (registration, make, model and year).

9.0 Permit Refusal

- 9.1 Any person may lodge an appeal against a decision made by an Authorised Officer in writing within thirty (30) days of the decision being made. Appeals must be forwarded to the **Coordinator City Compliance, Manningham Council**.

10.0 Application of policy

- 10.1 In applying this policy in the assessment of applications for parking permits, officers will assess each application on its individual merits and will consider:
- The availability of on-street vehicle parks relative to the address of the land for which a permit is being applied for;
 - The availability of car spaces provided at the address of the land for which a permit is being applied for; and
 - Any Special Circumstances that may appear to be inconsistent with this policy.

SCOPE OF POLICY

- 11.1 The policy applies to the following permit types:

- Residential Parking Permits;
- Commercial Parking Permits;
- Aquarena Parking Permits;
- Tradesperson Parking Permits; and
- Carer Parking Permits.

RESPONSIBILITY

Group Manager Approvals and Compliance

DEFINITIONS

- 12.1 Parking Permit Type

- Aquarena Parking Permits - means a parking permit issued to visitors to access Aquarena.
- Carer Permit – means a parking permit authorising an exemption for a vehicle from time limited parking restrictions greater than 15 minutes and within residential permit zones when delivering a care service.



- Commercial Parking Permit – means a parking permit authorising the use of land managed by Council on behalf of a trader, authorised Trader's Association or owners corporation.
- Residential Parking Permit – means a parking permit issued to a resident authorising on-street vehicle parking.
- Tradesperson Permit – means a parking permit authorising a Tradesperson's vehicle an exemption from time limited parking restrictions.

12.2 Other Definitions

- Application fee – is the fee paid to consider or process an application regardless of the outcome.
- Multi dwelling development – means an apartment, unit or townhouse and is defined in Council's records under the land use description as a strata unit or flat, single unit/villa unit/townhouse or retirement village unit.
- Single detached dwelling – means a single house and not constructed as part of an apartment, unit or townhouse and is defined in Council's records under the land use description as a detached home.
- Works Zone – means an approved temporary parking zone abutting a building site or development generally in accordance with a construction management plan. Refer to Manningham Parking Management Policy.

RELATED POLICIES

- Manningham Parking Management Policy, October 2018.

SUPPORTING PROCEDURES

- Parking Permit Decision Guidelines.

RELATED LEGISLATION

- Local Government Act 1989
- Road Safety (Traffic Management) Regulations 2009
- Road Safety Road Rules 2017
- Road Management Act, 2004



DOCUMENT HISTORY

Policy Title:	
Responsible Officer:	
Resp. Officer Position:	
Next Review Date:	
To be included on website?	

Last Updated	Meeting type? - Council or EMT	Meeting Date	Item N°

DRAFT



Appendix 1

Permit Fee Schedule - Reviewed Annually			
Residential Parking Permits	Initial Parking Permit	Additional Permits	Maximum Number of Permits
Single (detached) dwelling on a lot	Initial 2 Permits (no fee)	\$120 / permit	3 per dwelling
Between 2 and 4 dwellings on the lot built before (insert policy adoption date)	Initial Permit (no fee)	Not eligible for additional permits	1 per dwelling
Between 2 and 4 dwellings on the lot built after (insert policy adoption date)	Initial Permit Fee \$61	Not eligible for additional permits	1 per dwelling
5 or more dwellings on a lot built after the date of the adoption of this policy	Not eligible for parking permits		
5 to 9 dwellings on the lot built before the date of the adoption of this policy	Initial Permit Fee \$61	Not eligible for additional permits	1 dwelling
10 or more dwellings on the lot built before the date of the adoption of this policy	Not eligible for parking permits		
Lost Parking Permit Residential / Trader / Carer / Aquarena	Replacement Fee \$10		
Trader Permit Fee			
Single Permit Application Fee	\$35		
Bulk Permit Application Fee (Greater than 10 Businesses)	\$27		
Tradesperson Permit / Fee			
Between 1 and 7 days	\$45		
Between 1 week and 12 weeks	\$150		
Aquarena Permit / Fee			
Period Up to 6 months	\$61		
Carer Permit / Fee			
Individual/Organisation	No Fee		

11 CITY SERVICES

11.1 Annual Environment Report 2017/18

File Number: IN19/249
Responsible Director: Acting Director City Services
Attachments: 1 Annual Environment Report 2017-18 [↓](#)

EXECUTIVE SUMMARY

Each year Council publishes an Annual Environment Report to provide the community with an overview of the environmental work achievements and the areas of focus from the previous financial year.

The report also gives an account of the delivery of our environmental commitments, in line with the goals and actions in the Resilient Environment theme of the Council Plan.

The report incorporates the outcomes in the specific areas of biodiversity protection, optimising energy, waste and water management, and community engagement, to reduce environmental impacts.

The Annual Environment Report for 2017/18 is now complete, and officers are seeking endorsement and approval for final publication.

COUNCIL RESOLUTION

MOVED: CR SOPHY GALBALLY
SECONDED: CR GEOFF GOUGH

That Council endorse the publication of the *Annual Environment Report 2017/18* as per Attachment 1.

CARRIED

2. BACKGROUND

2.1 The *Annual Environment Report* provides the community with an overview of Council's environmental work achievements and areas of focus from the previous year. It details our investment in and delivery of environmental initiatives, programs, projects and advocacy activities. The report also acknowledges existing and anticipated future challenges we face in the environmental sector. The report incorporates the specific areas of biodiversity protection, optimising energy, waste and water management, and community engagement.

3. DISCUSSION / ISSUE

3.1 The *Annual Environment Report 2017/18* is attached. It is proposed that Council endorse the publication of the report.

- 3.2 The report incorporates the following achievement highlights:
- 3.2.1 Biodiversity – Weed and pest animal control, bushfire risk reduction work and other sustainable land management activities, for more than 100 hectares of roadsides, approximately 200 private properties, and the active management of Council’s bushland reserves. This included the establishment of a trial five year deer control and monitoring program.
 - 3.2.2 Water sustainability – In Bulleen, the building of a stormwater harvesting system for open space irrigation of Manningham and Boroondara Councils, and Carey Grammar.
 - 3.2.3 Energy sustainability – Replacement of over 6,000 street lights with energy efficient LEDs (light emitting diodes), which will result in annual savings of about \$370,000, and a 450 kilowatt solar power station installed at Mullum Mullum Sports Stadium in Donvale.
 - 3.2.4 Waste reduction – Waste sent to landfill was at its lowest since 2001/02 in Manningham.
 - 3.2.5 Community stewardship – Almost 100 Spring Outdoors, Smarter Living, Home Harvest and other sustainability events were held, to engage the community in learning how to live more sustainably.

4. COUNCIL PLAN / STRATEGY

The *Annual Environment Report* relates to the following Council Plan 2017-2021 goals under the Resilient Environment theme:

- 4.1 Goal 3.1 Protect and enhance our environment and biodiversity
- 4.2 Goal 3.2 Reduce our environmental impact and adapt to climate change
- 4.3 Action areas:
 - 4.3.1 Optimise the management of our energy, waste and water.
 - 4.3.2 Demonstrate leadership in sustainable and innovative environmental practices.
 - 4.3.3 Deliver a sustainability program to educate, empower and engage the community in reducing its environmental impact and adapt to climate change.

5. IMPACTS AND IMPLICATIONS

The *Annual Environment Report* serves an important purpose in reporting on Council’s environmental work and being accountable for implementing goals and actions under the Resilient Environment theme in the Council Plan.

6. IMPLEMENTATION**Communication and Engagement**

Following Council's endorsement, an online version of the *Annual Environment Report 2017/18* will be published on Council's website at manningham.vic.gov.au/our-environment. Hard copies will be printed and made available at the Civic Centres Customer Service Centre and will also be promoted in Manningham Matters.

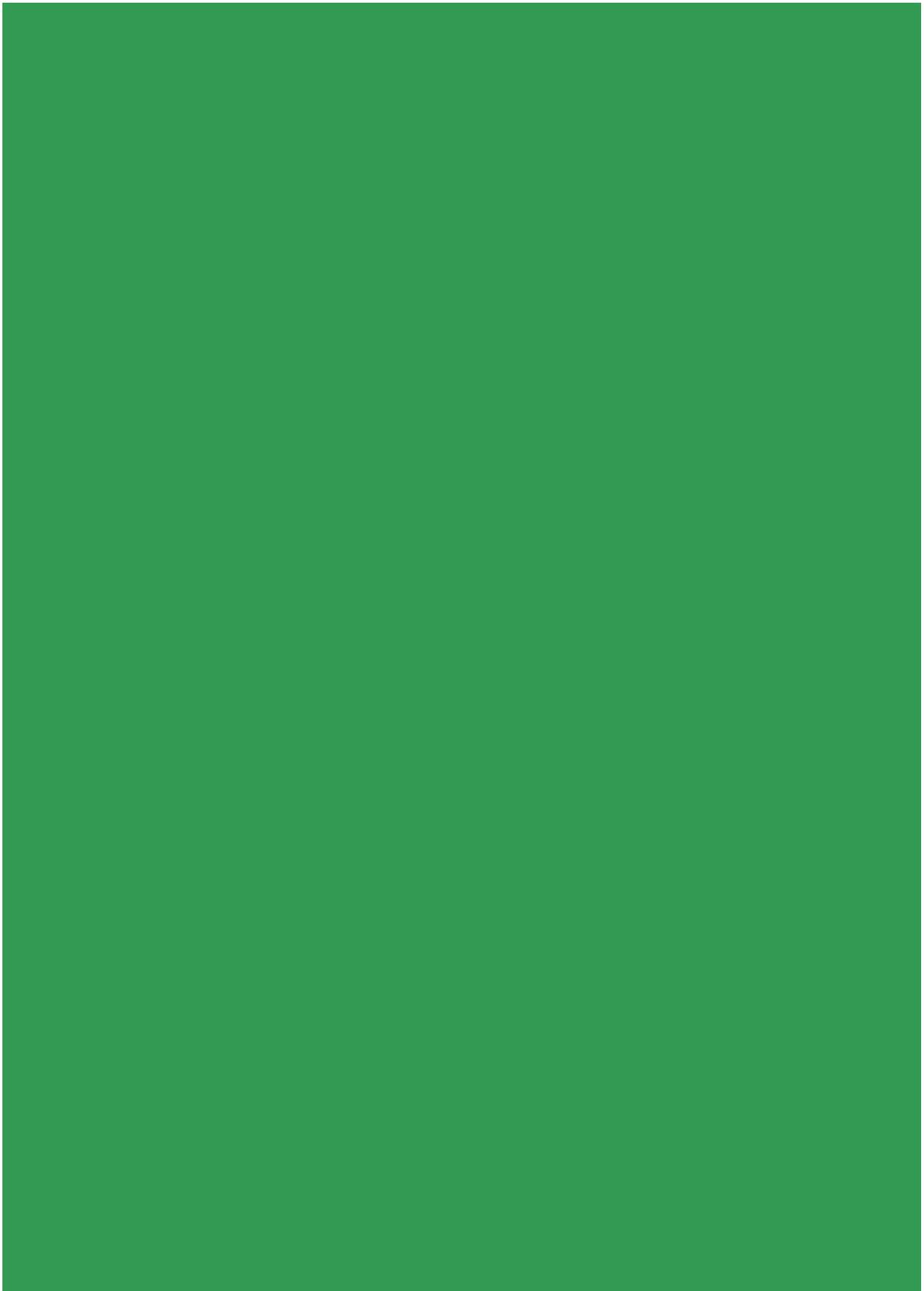
7. DECLARATIONS OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.



Annual Environment Report **2017/18**





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HIGHLIGHTS OF 2017/18

Manningham Council is committed to reducing environmental impact, protecting biodiversity, mitigating climate change, reducing waste to landfill and engaging with the community to facilitate environmental stewardship. Our highlights for 2017/18, that align with the Resilient Environment theme and goals in the *Council Plan 2017–2021*, are summarised below.

<p>20 diverse environmental programs were delivered, including over 100 activities and events, with more than 7,000 community participants.</p> 	 <p>\$2.5 million replacement of over 6,000 street lights with energy efficient LEDs (light emitting diodes), which will result in annual savings of about \$370,000 and 2,200 tonnes of greenhouse gas emissions.</p> <p>450 kilowatts of solar installed at the new Mullum Mullum Sports Stadium in Donvale.</p> <p>Solar systems for over 150 Manningham households, including nine pensioner households funded installations under the Solar Savers program.</p>
 <p>Council supported approximately 200 private properties and roadsides covering more than 100 hectares, with \$60,000 worth of weed and pest animal control, bushfire risk reduction work and other sustainable land management advice and action.</p> <p>This included the establishment of a five year trial control and monitoring program for pest deer, supported by Local Environment Assistance Fund grants.</p> <p>Council continues to actively manage its own bushland reserves to protect biodiversity.</p>	 <p>Waste sent to landfill was at its lowest since 2001/02 in Manningham, even with our growing population.</p>
<p>Regular environmental watering has been provided to Bolin Bolin Billabong in Bulleen in collaboration with the Wurundjeri.</p> <p>Also in Bulleen, an integrated water management system is substituting mains water with stormwater for open space irrigation.</p> 	<p>In partnership with Banyule, Nillumbik and Whitehorse Councils, almost 100 Spring Outdoors, Smarter Living, Home Harvest and other sustainability events were held to engage the community in learning how to live more sustainably.</p> 

2 Annual Environment Report 2017/18

Looking forward to 2018/19:

- ◆ the nature and scale of vegetation loss across Manningham will be reported to Council and mitigation actions will be developed
- ◆ more solar, battery storage, energy efficiency and other environmentally sustainable development (ESD) improvements will be investigated and considered for Council buildings as will further LED street light change-overs
- ◆ a diverse range of environmental engagement programs will continue to encourage community stewardship of the environment

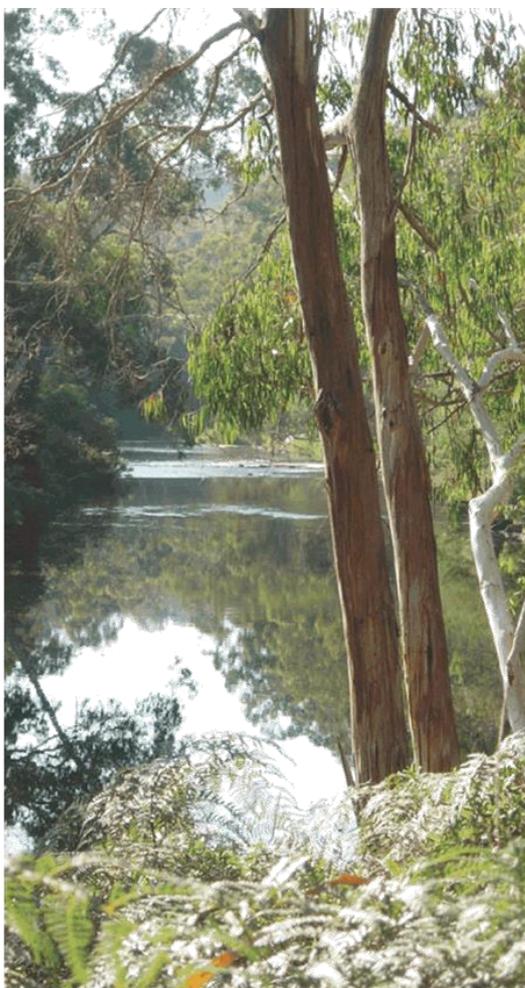


Photo: Ian Moodie

Annual Environment Report 2017/18 3

BIODIVERSITY

⊕ Council Plan Goal

To protect and enhance our environment and biodiversity and sustainable development to maintain our unique balance of city and country.

✓ Council Plan Action

Supporting the protection and enhancement of the Green Wedge, natural spaces, rivers and creeks, removing threats to biodiversity and supporting the community with these actions.

The Green Wedge Action Plan and the Bushland Management Strategy

are guiding policies for biodiversity protection and enhancement. In 2017/18, actions included:

- ◆ actively managing its own bushland reserves to protect biodiversity
- ◆ establishing a five year trial pest deer control and monitoring program
- ◆ facilitating the Yarra Catchment Agency Deer Management Forum to foster collaboration and advocacy to the State Government
- ◆ completing a Native Vegetation Removal Study and exploring mitigation measures
- ◆ distributing a 'Caring for your Green Wedge property' information pack to new residents
- ◆ providing pest and weed control advice to the community
- ◆ facilitating community input into the Manningham Planning Scheme Review that highlighted vegetation loss as a key issue

The Hots Spots for Priority Biodiversity Precinct Program

reduces woody weeds and the risk of fire in biologically significant areas or 'biosites'. This year, the 'Yarra Brae' and 'Haven' biosites in Wonga Park and the area surrounding Scotchman's Hill Reserve in Warrandyte were the focus. This weed removal program covered 46 properties and over 100 hectares.

The Local Environmental Assistance Fund (LEAF) has helped protect biodiversity in the Green Wedge for over 18 years. During 2017/18, 51 private property owners were supported by education and funding grants to sustainably manage their land. Matched by owner contributions, the grants went towards controlling threats like environmental weeds, rabbits, foxes and deer.

Landcare and Environmental Friends groups, including Friends of Warrandyte State Park (FOWSP) and the Middle Yarra Landcare Network, were well-supported by Council in their biodiversity protection initiatives. FOWSP runs a nursery that propagates threatened plant species.

At a Christmas celebration at Currawong Bush Park, Mayor Conlon and other Councillors acknowledged the great work that environmental volunteers do with weed control, revegetation and other environmental land management works that complements Parks Victoria's and Council's work in sensitive environmental areas.

Planning Referral and Environmental Impact Advice

was provided to Statutory and Strategic Planning teams and other areas of Council in order to protect biodiversity. During the year 53 statutory planning applications were assessed. These assessments and advice helped reduce vegetation removals. Advice was provided on some large State Government and Council road projects including the North East Link and the Jumping Creek Road upgrade. Support was also provided on compliance issues relating to illegal vegetation removals and fire prevention works.

⁴ Annual Environment Report 2017/18



Environment Seminars and Nature Walks foster community appreciation and understanding of the natural world and inspire action to protect it.

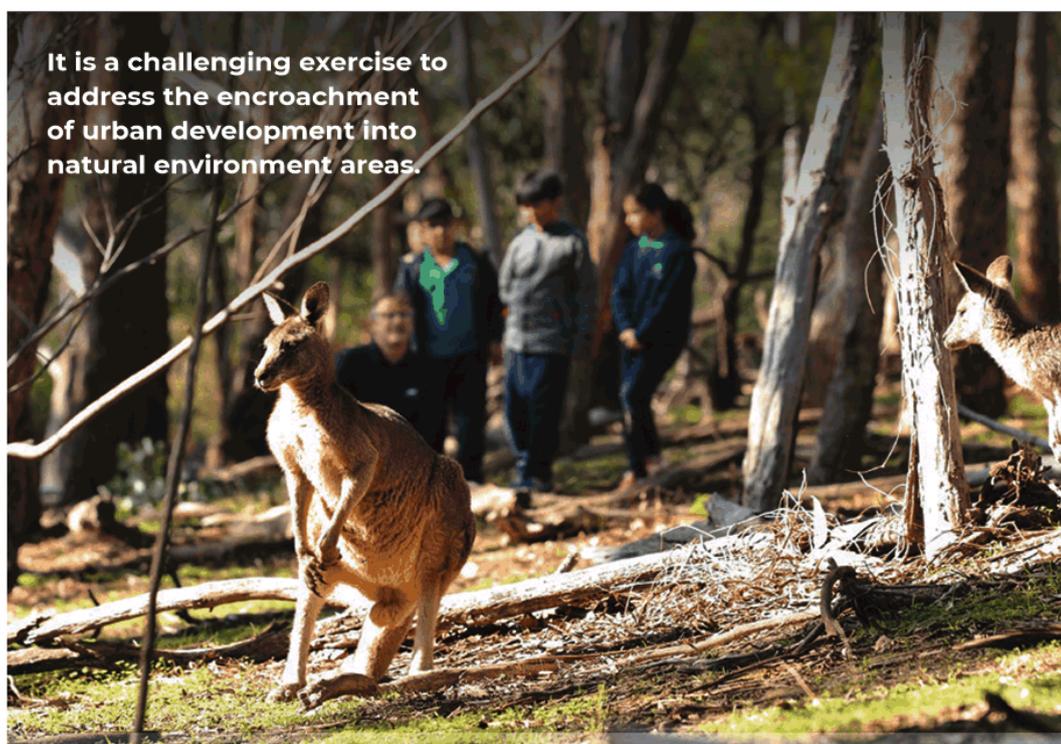
The Goldschlager Research Projects were undertaken in partnership with Deakin University and the Goldschlager family. An honours or PhD student is chosen to conduct cutting edge environmental research. This year, Jacqueline Dunne researched the spatial ecology of powerful owls within the Mullum Mullum Creek corridor.

Environment Seminars and Nature Walks were hosted by Council to foster community appreciation and understanding of the natural world and inspire action to protect it. The events explored diverse topics relating to Manningham's native fauna, flora and ecology.

BIODIVERSITY

Outputs

BIODIVERSITY PROGRAMS	2017/18 OUTPUTS
Green Wedge Action Plan, Bushland Management Strategy	Pest deer program established, native vegetation loss measured, planning scheme review input, Green Wedge information pack to 15 residents
Hot Spots properties supported	46 properties supported covering over 100 hectares
LEAF properties supported	51 properties supported
Pests and weeds land holders supported	114 land holders supported
Landcare and Friends Groups supported	310 people and 30 activities supported, about 5,000 volunteer hours of work
Planning referrals assessed	53 referrals
Internal advice provided	About 40 responses provided
Goldschlager research project	Powerful Owl project commenced
Environmental Seminars held	10 seminars and 4 field trips held, with 415 attendees
Nature Walks held	10 walks held, with 144 attendees



It is a challenging exercise to address the encroachment of urban development into natural environment areas.

6 Annual Environment Report 2017/18

Challenges

Protecting and enhancing biodiversity requires a broad range of work. There are various challenges to doing this effectively. It is a challenging exercise to address the encroachment of urban development into natural environment areas. Arresting vegetation loss is complex, but it is vital for maintaining the biodiversity that underpins our ecological wellbeing.

An organisation called 202020 Vision has investigated vegetation coverage within municipalities across Australia. Their 2016 *Where Should All the Trees Go* report estimates the following change in vegetation surface coverage and hard surfaces like roads and buildings:

SURFACE TYPE	2013	2016	CHANGE
Tree canopy	40.1%	33.7%	6.4% loss
Shrubs	7.6%	8.6%	1% gain
Grass	29.0%	29.8%	0.8% gain
Hard surfaces	23.3%	27.9%	4.6% gain

Across Manningham’s area of 114 square kilometres, this 4.6% increase in hard surfaces – or net 4.6% loss of green surfaces – represents about 5.2 square kilometres. This suggests about 524 hectares of vegetation loss or about 175 hectares per year. This equates to over 100 football ovals worth of loss per year. According to the 202020 Vision report, Manningham is the second worst municipality in Victoria for this green surface loss.

There is an on-going tension between the bushfire management provisions and biodiversity protections in the planning system. Engaging Green Wedge landowners to protect biodiversity can be difficult. More illegal or otherwise unpermitted clearing of vegetation is occurring, leading to habitat loss for wildlife.

Protecting and enhancing biodiversity requires a broad range of work.

Pest deer numbers are increasing and this is having a growing negative impact in Melbourne’s urban fringe. Deer destroy native bushland and pose a significant community safety risk particularly for people driving in their cars.

Combating weed infestation in the natural environment continues to be a challenge.

Looking forward

The nature of vegetation loss will be reported to Council and mitigation actions will be developed. More work will be done to improve the accuracy of measuring and mapping vegetation loss.



Deer control and monitoring will continue as will advocacy to for State Government action and resources to manage pest deer. State Government leadership on the deer issue can be demonstrated by declaring deer as a pest, delivering an effective *Victorian Deer Management Strategy* (currently being drafted) and facilitating the reduction of the deer population.

Hot Spots weed control, LEAF, bushfire prevention planning and other programs to enhance biodiversity will continue.

WATER

📍 Council Plan Goal

Reduce our environmental impact and adapt to climate change.

✅ Council Plan Action

Optimising the management of our energy, waste and water and demonstrating leadership in sustainable and innovative environmental practices.

The Bolin Bolin Integrated Water Management System was completed in early 2018 and will supplement water extracted from the Yarra River with stormwater harvested from residential catchments in Bulleen. The project has been delivered over a prolonged period and is recognised as an exemplary project in that it has required multi stakeholder agreements to support the design, construction and operation. Currently the stormwater storage ponds are experiencing issues with algal blooms, most likely as a result of golf course fertiliser running into ponds during warmer months.

Council have worked with Melbourne Water, Parks Victoria and the Wurundjeri indigenous group to develop a plan to ensure the **Bolin Bolin Billabong** is able to receive regular water in line with its ecological needs in order to support an important cultural heritage function as one of the last remaining natural Billabongs in the Yarra flats.

Manningham continues to be at the cutting edge in trialling a range of water sensitive urban design (WSUD) approaches including the following:

Zero Additional Maintenance (ZAM) WSUD is a unique approach to bio-filtration developed by Council's engineers and recognises a need for low key stormwater filtration zones in streetscape kerbs and nature strips. It allows existing maintenance techniques to be used in these zones such as grass mowing. To date, there are over 50 installations across Manningham. Recent research commissioned by Manningham has verified that turf ZAM-WSUD treatments are effective at removing nutrient pollution from runoff and a handbook has been developed for dissemination to the wider industry.

Riversafe Bins is Council's trial to combine a litter capture insert into stormwater pits with a modified kerbside litter bin on top so it can be emptied by a garbage truck. This trial was recognised as the winner in the 2018 Sustainable Cities Award for Litter Prevention.

Waterwatch is a waterway water quality monitoring and citizens science program for 20 sites across Manningham that has been running 10 years. This and related water quality related programs are run in partnership with Melbourne Water. This monitoring has clearly shown that the levels of nutrient pollution in our waterways reduces significantly once sewer mains are installed in a local catchment.

Council has been involved in a number of working groups and networks related to water sustainability including:

- ◆ Resilient Melbourne Water Alignment Group
- ◆ Cooperative Research Centre Water Sensitive Cities Partner
- ◆ Cooperative Research Centre Water Sensitive Cities Regional Advisory Panel
- ◆ Yarra Catchment Integrated Water Management Forum
- ◆ Melbourne Urban Stormwater Institutional Arrangement

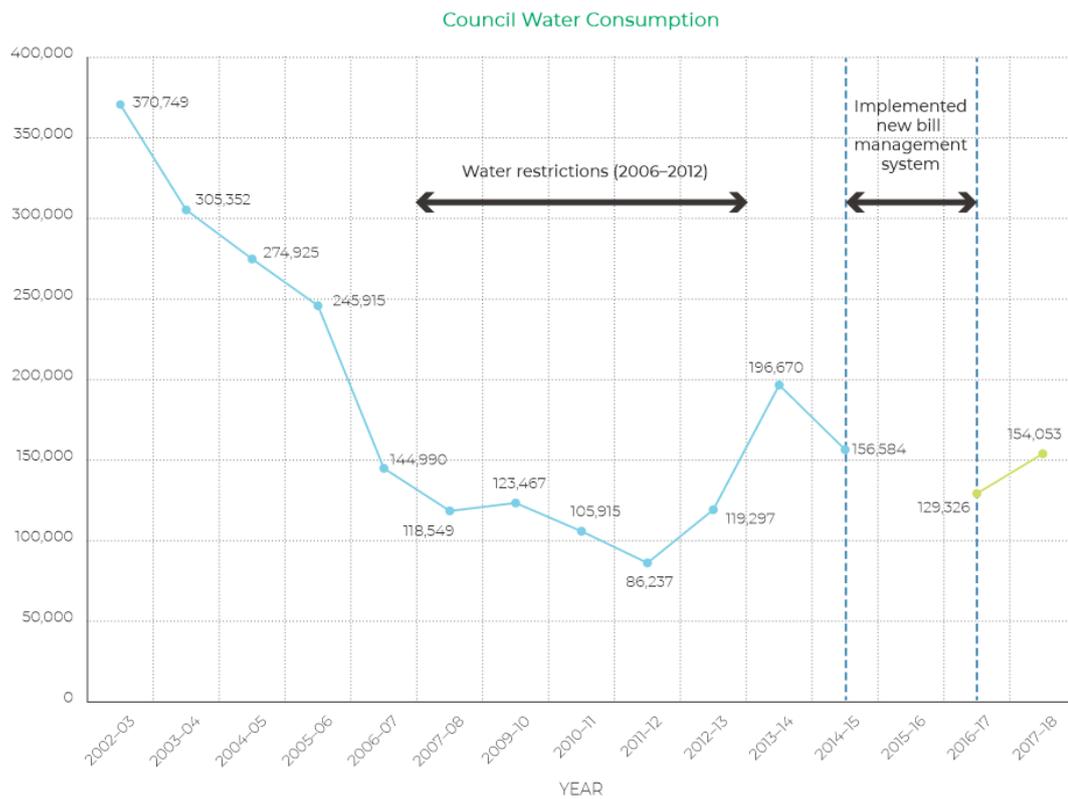
Council's mains water use is shown in the graph on the next page. It is likely that water use for some of our sports fields may be missing from this information. Council will look to improve the monitoring of our water use into the future.

Manningham continues to be at the cutting edge in trialling a range of water sensitive urban design (WSUD) approaches.



Outputs and measures

WATER SUSTAINABILITY PROGRAMS	2017/18 OUTPUTS
Waterwatch monitoring	20 sites monitored by 15 volunteers



WATER

Challenges

Manningham is widely recognised as a leading council which is willing to innovate, however there remains further work required to embed initiatives into business as usual for Council.

Water pressures continue to mount across Melbourne as population grows and, with a predicted 70% of future growth expected to occur in infill areas, there is an ongoing need for various water agencies to work together to plan, adapt and implement systems that provide safe, reliable and environmentally sustainable water services.

The general trend brought by development is towards an increase in impervious areas which results in increased runoff and loss of vegetation. Management of these processes will have long term implications for the municipality.

Climate change modelling shows that prolonged droughts are anticipated and will stretch water resources. Severe weather events will impact on flooding and waterways. Where infrastructure is provided for long term outcomes, it needs to be adaptive and address a range of risks.

Climate change modelling shows that prolonged droughts are anticipated and will stretch water resources.

Local government has a critical role to play in shaping the water future of the city, but is limited in its ability to prioritise dedicated resources to achieve this. Advocacy will continue as an important role for local government to work to overcome institutional and resourcing barriers.

Over the next 5 years, it is likely that the Bolin Bolin Integrated Water Management System will potentially be disrupted by the North East Link.

Polluting discharge from a former waste landfill at Stinton's Reserve in Park Orchards will need to be addressed to mitigate the impact it is likely having on local waterways.

Looking forward

A number of changes have recently been gazetted into the Victorian planning provisions which will extend the requirement to implement Integrated Water Management to most levels of planning.

Recent changes to state environmental protection policies provide greater emphasis on Councils as stormwater managers in order to minimise environmental harm. Changes to the Environment Protection Act introduce a general duty not to pollute.

Advocacy will be an important role for the local government sector to ensure that skills and resources are available to implement the requirements of legislation and policy.

Refinement of the Riversafe Bins design will continue so they work better and do not cause blockages in the stormwater pits that they are installed into.





Local government has a critical role to play in shaping the water future of the city.

SUSTAINABILITY

⊕ Council Plan Goal

To reduce our environmental impact and adapt to climate change.

✓ Council Plan Action

To demonstrate leadership and innovation through optimised energy management and efficient in Council buildings, infrastructure and facilities.

Together, the **Climate 2020 and Carbon Abatement Plans** aim to reduce

greenhouse gas emissions from Council operations by 20% by 2020 from the baseline year of 2008/09. The aim is to do this through deployment of the most effective mix of energy saving and emissions reduction actions. During 2017/18, there has been significant progress:

- ◆ The \$2.5 million replacement of over 6,000 street lights with energy efficient Light Emitting Diodes (LEDs). Each LED is using about a quarter of the electricity used by the old mercury vapour lights. This project will result in annual savings of about \$370,000 and 2,200 tonnes of greenhouse gas emissions.
- ◆ \$120,000 energy efficient improvement for Council's MC² building in Doncaster that fixed the building management system (BMS) resulting in estimated annual savings of \$35,000. The BMS controls air conditioning and other building services.

- ◆ Internal lighting upgrades to LEDs for a range of facilities including the Function Centre, Depot, preschools, sports and community centres

- ◆ 450 kilowatts of roof-top solar power installed at the new Mullum Mullum Sports Stadium in Donvale. It is estimated it will reduce emissions by over 700 tonnes annually and is possibly the largest solar system on any Victorian Council building roof.

The **Mullum Mullum solar system** will generate electricity for the stadium with excess electricity available for export to the grid. The use of this excess electricity was investigated, including the options of battery storage and offsetting the excess electricity against electricity used at other Council facilities. The investigations concluded that neither of these options were currently feasible, but will be reviewed as circumstances change.

EcoFootprint reporting allows Council to better understand its energy use and emissions sources and to track progress towards reduction targets. The 2017/18 report showed emissions have reduced by of 4% since 2008/09.

LED streetlights, MC² energy efficiency improvements and the Mullum Mullum Sport Stadium solar have not been in place for a full year as reflected in the Council Emissions graph three pages over. Additionally, Green Power purchasing for a portion of Council's electricity was discontinued. As a result, Council emissions have increased over the last year.

Through amendment GC42, an **Environmentally Sustainable Development (ESD) Policy** was incorporated into Manningham's planning scheme. The ESD Policy raises the standard on environmental features that should be built into developments by requiring a 'sustainable design assessment' for planning applications for housing or mixed use that has more than three dwellings.

Northern Alliance for Greenhouse Action (NAGA)

includes nine Councils who share knowledge and pool resources to develop collaborative emissions reduction initiatives including Positive Charge and Solar Savers.

Positive Charge provides energy saving advice to the community and has facilitated over 140 Manningham households investing over \$1.2 million in over 500 kilowatts of solar. This will result in over \$140,000 of annual energy bill savings.

Solar Savers is a 'shared services' partnership of over 20 Councils, supported by a \$700,000 State Government New Energy Jobs Fund grant. Council funded solar system installations for nine pensioner households in Manningham this year. Through a Special Charge scheme, households will use part of the resulting electricity bill savings to repay Council over the next ten years.

Building on the success of energy efficient street lights, the **Public Lighting Group (PLG)** of nine Councils, including Manningham, advocates for smarter public lighting. Funded by a State

Government Sustainability Fund grant, the PLG completed a feasibility study into smart lighting and smart cities.

Extending out from the above work, Council submitted a 'Smart Technologies – Reinventing Neighbourhoods' funding submission to the **Federal Smart Cities Program**. The expected benefits of this project are improved liveability, sustainability and economic development for Jackson Court and its neighbourhood in Doncaster East. Manningham has just been announced as a successful applicant.



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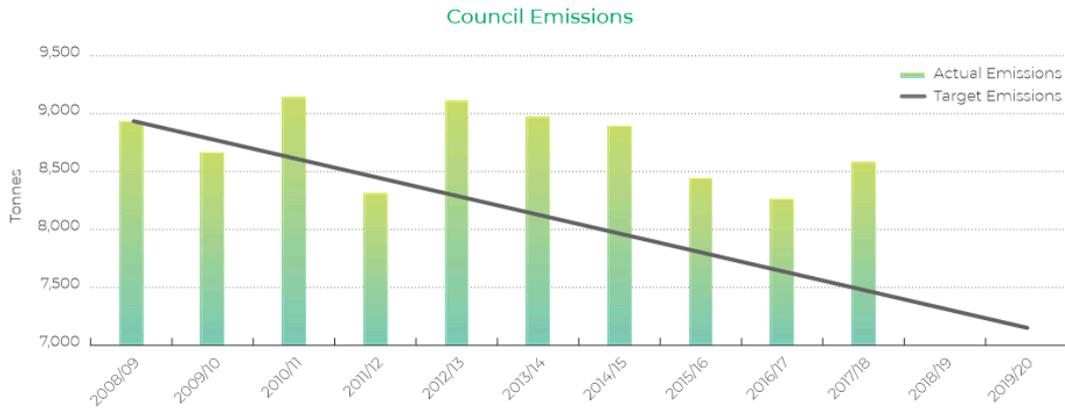
SUSTAINABILITY

📄 Outputs and measures

SUSTAINABILITY PROGRAMS	2017/18 OUTPUTS
Climate 2020 and Carbon Abatement Plan	Installed over 6,000 LED street lights and 450 kilowatts of solar
EcoFootprint reporting	2017/18 report produced – annual emissions reduced by 4%.
NAGA initiatives	Over 150 household solar installations through Positive Charge and Solar Savers
Public Lighting Group	Smart lighting feasibility study completed
Smart Cities	'Smart Technologies – Reinventing Neighbourhoods' funding application submitted



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Challenges

Various challenges make addressing climate change and energy sustainability difficult. Along with energy market conditions, State and Federal Government energy policy instability have contributed to significant energy price increases. Council's annual energy bill for buildings, streetlights and fleet fuel may grow by about \$600,000 to above \$2 million.

A good start has been made on Council energy sustainability. More energy saving initiatives need to be implemented in future years to enable us to achieve Council's 20% emissions reduction target by year 2020 and to improve financial sustainability.

Looking forward

Lower costs for solar and battery storage make these technologies attractive for Council and the community. Opportunities for solar and battery systems at the Pines Learning Activity Centre and the Ajani Centre are being considered. Further energy efficiency improvements for Council's MC² are expected in the coming year. Technical problems with the Mullum Mullum Stadium solar system will continue to be worked on. Positive Charge will continue to facilitate the uptake of household solar.

The Municipal Association of Victoria (MAV) has agreed to auspice the PLG and it is anticipated that this will be formalised soon with the appointment of a part time officer.

Many of Manningham's street lights are now energy efficient LEDs or T5 fluorescents, with some old types of inefficient lights remaining. This includes decorative street lights and street lights on main roads that are jointly managed with VicRoads. A business case to replace decorative street lights will be prepared in the coming year. The PLG will also be involved in MAV's procurement process for preferred suppliers of main roads street light hardware and installation services.



WASTE

⊕ Council Plan Goal

To reduce our environmental impact.

✓ Council Plan Action

Maximising Council’s resource recovery rate, improved litter collection and disposal programs along roadsides.

Council provides three main kerbside collection services for residents with a garbage (or landfill) bin, recycling bin and a garden waste bin.

In 2017/18, **Waste Marketing and Education Programs** were designed to raise community awareness of Council services and to:

- ◆ reduce the amount of waste sent to landfill
- ◆ increase understanding of what items can be recycled, reduce contamination in recycling bins and increase the recycling rate
- ◆ divert garden waste away from going to landfill
- ◆ encourage residents to divert food away from waste bins that go to landfill

We work with State Government and other organisations to develop strategies and policies to reduce waste sent to landfill.

Food waste going to landfill is a significant issue and we are encouraging technologies to help divert food waste. We have partnered with **Compost Revolution**, a program which promotes food composting and offers residents a range of composting products at 60% off recommend retail prices.

We also had great success with Council’s annual **Waste Drop Off Day** held in May 2018. 758 residents attended and dropped off a wide range of items including 21.5 tonnes of electronic waste, 4 tonnes of paint, 271 kg of batteries and 1 tonne of gas cylinders.

Council will continue to work with State and Local Government Authorities on reducing waste to landfill.

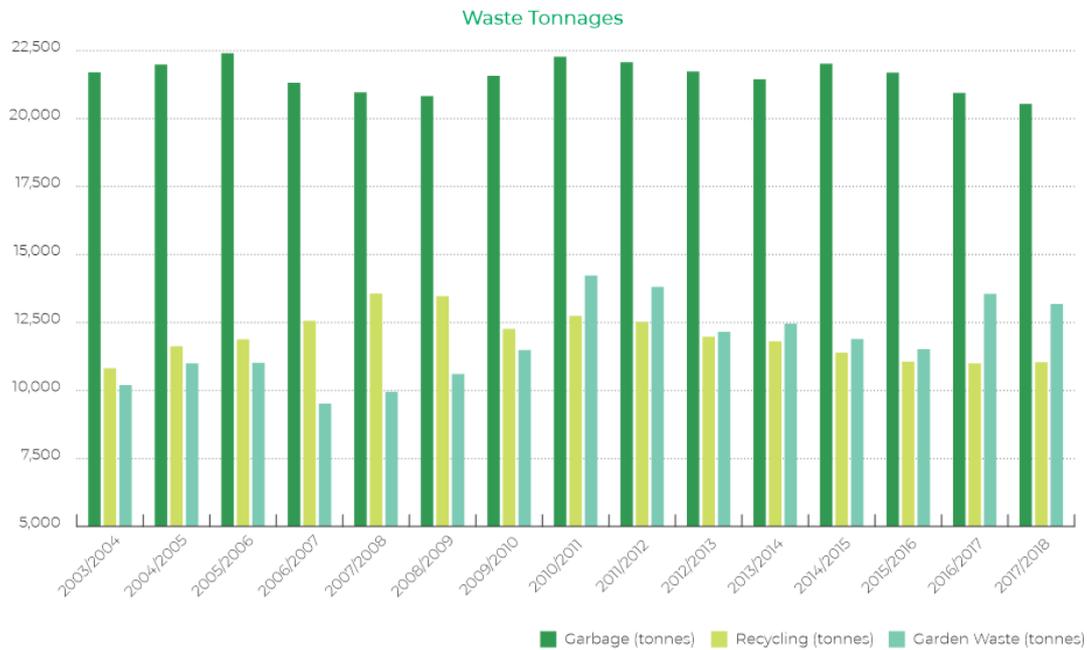
There have also been several other initiatives introduced by our events team, such as discontinuing the use of paper or plastic cups at Council facilities. Balloons or single use items will also be banned at Council events.

In 2017/18, the amount of Manningham waste sent to landfill was at its lowest since data collection began in 2001/02. This is a significant achievement as Manningham’s population continues to grow each year.

📄 Outputs and measures

WASTE PROGRAMS	2017/18 OUTPUTS
Waste diversion from landfill	About 20,500 tonnes of Manningham waste sent to landfill, the lowest amount since 2001/02.
Compost Revolution	Almost 1,000 composting products sold
Waste Drop Off Day	758 residents participated, over 26 tonnes waste collected





26+
tonnes of
waste collected

Challenges

At the beginning of 2018, China introduced new trade measures that imposed strict quality standards on the import of low quality mixed recyclables, including plastic, paper and cardboard. As a result of China’s import restrictions, global demand for, and commodity values of mixed recyclables have fallen significantly.

We have already seen how the changes to the market have immediately impacted Councils across Victoria. Recycling processors have sought to reset current contractual arrangements with councils. In particular, we have seen the withdrawal of rebate payments which have been replaced by gate fees for recyclable material sorting.

Looking forward

Council will continue to work with state and local government authorities on reducing waste to landfill as well as looking at longer-term solutions to the new challenges impacting the recycling industry. This includes focusing on the next important step of diverting

food waste away from the landfill waste stream to the green organics waste stream.

We are working with the Metropolitan Waste and Resource Recovery Group as well as other Eastern Region Councils to establish a green organics processing facility. Such a facility would process garden waste material but may be able to process food organic waste. This service may be available to Manningham residents within five years.

Residents should keep an eye out for other upcoming waste and recycling programs such as **Smarter Living** events, **Detox your Home** and **Recycling Tours**.

STEWARDSHIP

📍 Council Plan Goal

To reduce our environmental impact.

✅ Council Plan Action

Leading, educating and engaging the community to build awareness and empower the community to reduce its environmental impact.

Running since 2007, **Spring Outdoors** is a program of environmental events held in partnership with Nillumbik and Banyule Councils. The 2017 program had 46 events including:

- ◆ a 'Reptiles of Currawong Bush Park' walk
- ◆ a 'Kids in Nature Bug Hunt' event
- ◆ events at the Heide Museum of Modern Art gardens

The 2017/18 **Smarter Living Program** themed 'War on Waste' had the largest participation since it commenced 3 years ago with over 600 people attending the war on waste presentation by Craig Reucassel. The series runs between March and October delivering 7 seminars in partnership with Whitehorse Council.

Home Harvest is held at the Doncaster Garden Club each month, the program features guest speakers and encourages local food growing and brings together community members who have a passion for gardening.

Two solar and battery storage community information sessions were held throughout the year.

Two **National Tree Day** activities were supported by Council at Ruffey Lake Park in Doncaster and Pound Bend in Warrandyte that involved the planting of over 1,000 plants.

The Doncaster Hill Kids Community Food Garden, next to Council's MC² building, fosters interest in sustainable gardening. Gardening events were held and food grown was harvested and donated to local food banks.

The **EASL (Eastern Alliance for Sustainable Learning) partnership** with Maroondah, Yarra Ranges, Whitehorse and Knox Councils delivered 4 teacher network meetings and 2 teacher PD sessions across the region throughout the year. A student focused program was delivered to 2 schools in each region in March to July. The program will strengthen students' leadership and project management skills so that they can apply sustainability in their own lives and broader communities.

Environmental education for school students included:

- ◆ the Lead to Sustain program – engaging young people through secondary school sessions that led up to the

Young Leaders Sustainability Conference at Currawong Bush Park

- ◆ the Currawong Bush Park Environmental Education Program – run in term 2 of the school year with activity days covering themes like ecology, water, waste, leadership and biodiversity
- ◆ delivering educational incursions at early childhood centres and schools on recycling and composting

Environmental Policy Advice and Environment Committees Support has been broad and varied, making a positive contribution to many organisations and their environmental work during the year. Input was provided to:

- ◆ LGPro Biodiversity Planners' Network
- ◆ Northern Alliance for Greenhouse Action
- ◆ Municipal Association of Victoria Environment Committee
- ◆ Waterwatch State Steering Committee

External Funding helps Council implement more environmental initiatives. The following funding submissions were supported by Council and had successful outcomes:

- ◆ Biodiversity On Ground Action (BOGA) grant for the Middle Yarra Landcare Network
- ◆ Wettenhall Environment Trust grant for the Friends of Warrandyte State Park
- ◆ Melbourne Water streamside work grants for the Andersons Creek Catchment Area Landcare Group



Outputs and measures

STEWARDSHIP PROGRAMS	2017/18 OUTPUTS
Spring Outdoors events held	46 regional events held, with 3,000 attendees
Smarter Living seminars held	4 seminars held, with 1,500 attendees 2 solar seminars held, with 300 attendees
Home Harvest seminars held	10 seminars and food swaps held, with 950 attendees
National Tree Day	204 people attended, over 1,000 plantings
Kids Community Food Garden events held	20 events held, with 400 attendees
Young Leaders Sustainability Conference	350 students attended
Environmental education activity days held	9 schools, 545 students participating
Environmental policy advice	Input provided on 3 policies
Environment committees supported	9 committees supported
External funding applications submitted	3 applications submitted

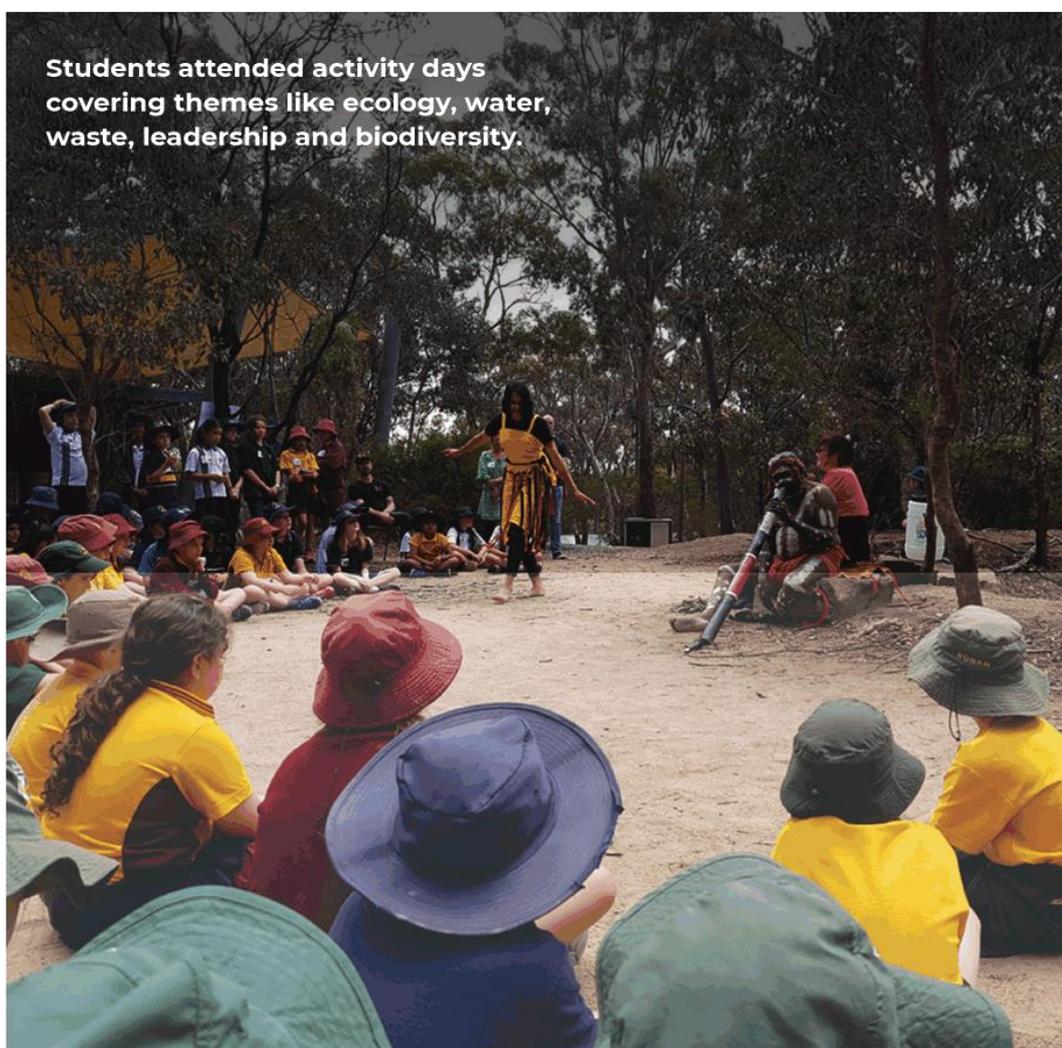
STEWARDSHIP

Challenges

There is a high expectation of Council to provide community programs encouraging and demonstrating environmental stewardship. ABC television's 'War on Waste', China's ban on Australian recyclables and media coverage of the growing impact that plastic is having on the environment has galvanised the community and is challenging governments including Councils.

Looking forward

Council's environmental stewardship programs will continue. Collaboration with Whitehorse and Banyule Councils and other organisations will continue as shared services that enable the community access to a larger range of activities. Already, a number of events have been organised and promoted for the coming year.



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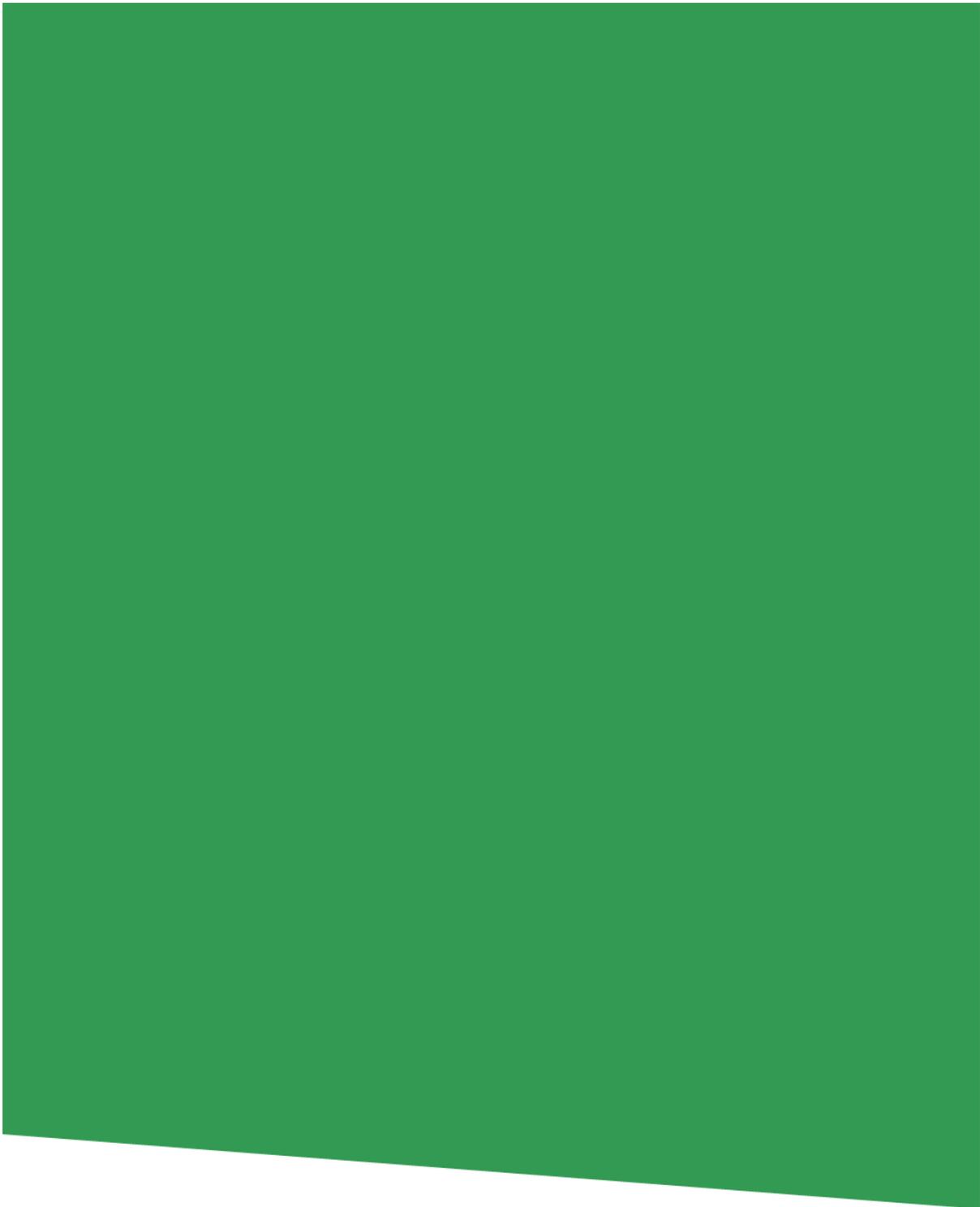
FURTHER INFORMATION

For further information, please visit the following webpages:

- ♦ manningham.vic.gov.au/environment-and-sustainability
- ♦ manningham.vic.gov.au/green-wedge
- ♦ manningham.vic.gov.au/land-management-grants
- ♦ manningham.vic.gov.au/pests-and-weeds
- ♦ manningham.vic.gov.au/planning-advice
- ♦ manningham.vic.gov.au/nature-walks
- ♦ manningham.vic.gov.au/environment-seminars
- ♦ manningham.vic.gov.au/protecting-our-waterways
- ♦ manningham.vic.gov.au/landcare-and-indigenous-nurseries
- ♦ manningham.vic.gov.au/spring-outdoors
- ♦ manningham.vic.gov.au/national-tree-day
- ♦ manningham.vic.gov.au/doncaster-hill-community-garden
- ♦ manningham.vic.gov.au/smarter-living
- ♦ manningham.vic.gov.au/climate-and-energy
- ♦ manningham.vic.gov.au/composting
- ♦ [202020 Vision – 202020vision.com.au](http://manningham.vic.gov.au/202020-vision)
- ♦ [National Tree Day – treeday.planetark.org](http://manningham.vic.gov.au/national-tree-day)
- ♦ [Biodiversity On-Ground Action – environment.vic.gov.au/biodiversity/biodiversity-on-ground-action](http://manningham.vic.gov.au/biodiversity-on-ground-action)
- ♦ [Wettenhall Environment Trush – wettenhall.org.au](http://manningham.vic.gov.au/wettenhall-environment-trush)
- ♦ [Middle Yarra Landcare Network – landcarevic.org.au/groups/port.phillip/westernport/myln/](http://manningham.vic.gov.au/middle-yarra-landcare-network)
- ♦ [Friends of Warrandyte State Park – fowsp.org.au](http://manningham.vic.gov.au/friends-of-warrandyte-state-park)
- ♦ [Yarra River Protection – planning.vic.gov.au/policy-and-strategy/waterways-planning/yarra-river-protection](http://manningham.vic.gov.au/yarra-river-protection)
- ♦ [Waterwatch – vic.waterwatch.org.au](http://manningham.vic.gov.au/waterwatch)
- ♦ [Municipal Association of Victoria – mav.asn.au](http://manningham.vic.gov.au/municipal-association-of-victoria)
- ♦ [Northern Alliance for Greenhouse Action – naga.org.au](http://manningham.vic.gov.au/northern-alliance-for-greenhouse-action)
- ♦ [Positive Charge – positivecharge.com.au](http://manningham.vic.gov.au/positive-charge)
- ♦ [Public Lighting Group – plg.org.au](http://manningham.vic.gov.au/public-lighting-group)
- ♦ [Solar Savers – solarsavers.org.au](http://manningham.vic.gov.au/solar-savers)
- ♦ [Compost Revolution – compostrevolution.com.au](http://manningham.vic.gov.au/compost-revolution)

Other useful websites include:

- ♦ [202020 Vision – 202020vision.com.au](http://manningham.vic.gov.au/202020-vision)
- ♦ [National Tree Day – treeday.planetark.org](http://manningham.vic.gov.au/national-tree-day)
- ♦ [Biodiversity On-Ground Action – environment.vic.gov.au/biodiversity/biodiversity-on-ground-action](http://manningham.vic.gov.au/biodiversity-on-ground-action)
- ♦ [Wettenhall Environment Trush – wettenhall.org.au](http://manningham.vic.gov.au/wettenhall-environment-trush)
- ♦ [Middle Yarra Landcare Network – landcarevic.org.au/groups/port.phillip/westernport/myln/](http://manningham.vic.gov.au/middle-yarra-landcare-network)
- ♦ [Friends of Warrandyte State Park – fowsp.org.au](http://manningham.vic.gov.au/friends-of-warrandyte-state-park)
- ♦ [Yarra River Protection – planning.vic.gov.au/policy-and-strategy/waterways-planning/yarra-river-protection](http://manningham.vic.gov.au/yarra-river-protection)
- ♦ [Waterwatch – vic.waterwatch.org.au](http://manningham.vic.gov.au/waterwatch)
- ♦ [Municipal Association of Victoria – mav.asn.au](http://manningham.vic.gov.au/municipal-association-of-victoria)
- ♦ [Northern Alliance for Greenhouse Action – naga.org.au](http://manningham.vic.gov.au/northern-alliance-for-greenhouse-action)
- ♦ [Positive Charge – positivecharge.com.au](http://manningham.vic.gov.au/positive-charge)
- ♦ [Public Lighting Group – plg.org.au](http://manningham.vic.gov.au/public-lighting-group)
- ♦ [Solar Savers – solarsavers.org.au](http://manningham.vic.gov.au/solar-savers)
- ♦ [Compost Revolution – compostrevolution.com.au](http://manningham.vic.gov.au/compost-revolution)



Manningham Council
699 Doncaster Road, Doncaster Victoria 3108
p 03 9840 9333 **f** 03 9848 3110
e manningham@manningham.vic.gov.au
manningham.vic.gov.au



Interpreter service 9840 9355

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12 SHARED SERVICES

12.1 2019-20 Annual Budget (incorporating 2019-2023 Strategic Resource Plan) adoption in-principle.

File Number: IN19/251
Responsible Director: Director Shared Services
Attachments: 1 Draft Annual Budget 2019/20 [↓](#)

EXECUTIVE SUMMARY

A proposed budget has been prepared for the 2019-20 financial year for consideration by Council. The 2019-20 Annual Budget incorporates the four year Strategic Resource Plan 2019-2023 and Council's Major and Annual Initiatives for 2019-20.

Key outcomes from the 2019-20 Annual Budget include:

- Maintain funding and delivery schedule for Council's 7 priority projects identified in the 2018/19 Budget. The projects are Female Friendly Sporting Facility Upgrades, Pettys Reserve Sporting Development, Ruffey Lake Park Development, Ruffey Creek Linear Path, Main Yarra Trail development and drainage and footpath upgrade programs;
- Year 2 of a program to invest an additional \$10.5 million over 4 years to improve footpath and drainage assets in the municipality. The 2019-20 Budget allocates \$5.7 million to drainage improvements and \$2.6 million to footpaths. This represents an increase of \$2.8 million over previous forecasts for these programs;
- Allocates an operating budget of \$125 million to deliver a wide range of services for our community;
- Funding of \$50 million to the capital works program to maintain and improve Council's \$2.2 billion community asset portfolio;
- A debt free status following the repayment in full of Council's existing \$7.3 million loan.
- Achieves the State Government rate cap of 2.50%; and
- Places Council in a sound financial position with a steady improvement in the long term financial sustainability over the 4 year Strategic Resource Plan.

Under the *Local Government Act* 1989, Council is required to adopt the Budget in principle and give public notice that the budget is available for inspection and to consider submissions received in respect of the budget prior to its adoption in its final form.

COUNCIL RESOLUTION

MOVED: CR DOT HAYNES
SECONDED: CR ANDREW CONLON

That Council:

- A. Approve in-principle the proposed 2019-20 Annual Budget, incorporating the Strategic Resource Plan 2019-2023 and Council's Major and Annual Initiatives for 2019-20, for public exhibition according to the requirements of S223 of the Local Government Act 1989, with an additional budget allocation of \$125,000 from Council's cash reserves for the provision of floodlighting at the Tom Kelly Athletics field to which the Australian Government have already co-funded \$125,000.00 to Council.
- B. Note the proposed 2019-20 Annual Budget will be placed on public exhibition from Thursday 25 April 2019 until Thursday 23 May 2019.
- C. Appoint the '2019-20 Annual Budget Committee of Council' comprising all Councillors for the purposes of hearing and considering submissions from the public on the proposed 2019-20 Annual Budget.
- D. Consider for adoption the proposed 2019-20 Annual Budget in its final form, after considering submissions received, at the Council Meeting on Tuesday 26 June 2019.

PROCEDURAL MOTION

MOVED: CR GEOFF GOUGH
SECONDED: CR MICHELLE KLEINERT

That Cr Haynes be permitted an extension of time to speak in accordance with clause 44.6 of the Manningham City Council Meeting Procedure Law 2017.

CARRIED

THE MOTION WAS PUT AND LOST

SUBSEQUENT MOTION

MOVED: CR PAUL MCLEISH
SECONDED: CR MIKE ZAFIROPOULOS

That Council:

- A. **Approve in-principle the proposed 2019-20 Annual Budget, incorporating the Strategic Resource Plan 2019-2023 and Council's Major and Annual Initiatives for 2019-20, for public exhibition according to the requirements of S223 of the Local Government Act 1989;**

- B. Note the proposed 2019-20 Annual Budget will be placed on public exhibition from Thursday 25 April 2019 until Thursday 23 May 2019.**
- C. Appoint the '2019-20 Annual Budget Committee of Council' comprising all Councillors for the purposes of hearing and considering submissions from the public on the proposed 2019-20 Annual Budget.**
- D. Consider for adoption the proposed 2019-20 Annual Budget in its final form, after considering submissions received, at the Council Meeting on Tuesday 26 June 2019.**
- E. That the projects that have been identified for Federal grants money also be referred to the budget process for consideration.**

PROCEDURAL MOTION

MOVED: CR SOPHY GALBALLY
SECONDED: CR MICHELLE KLEINERT

That Cr Gough be permitted an extension of time to speak in accordance with clause 44.6 of the Manningham City Council Meeting Procedure Law 2017.

CARRIED

DIVISION

A Division was called by Cr Kleinert and Council divided as follows:

FOR (8): Councillors Paula Piccinini, Anna Chen, Andrew Conlon, Mike Zafiroopoulos, Geoff Gough, Paul McLeish, Michelle Kleinert and Sophy Galbally.

AGAINST (1): Councillor Dot Haynes.

THE MOTION WAS DECLARED CARRIED.

2. BACKGROUND

Council is required to formally approve in principle the proposed 2019-20 Annual Budget, incorporating the Strategic Resource Plan 2019-2023 and Council's Major and Annual Initiatives for 2019-20. Following adoption in principle a notice will be published in the 'The Age' and on Council's website. Budget information will also be published in the Manningham Leader and the Warrandyte Diary newspapers as soon as practicable.

The proposed budget has been prepared with reference to the 4 year Council Plan 2017-2021 and Council's Long Term Financial Plan. Council's financial planning is aimed at creating a financially sustainable organisation to enable Council to continue to provide high quality services and infrastructure for the community in the medium and long term.

Council's long term Financial Plan is based on the following principles:

- Delivering annual budget surpluses to fund the capital program.
- Improving Council's long term financial sustainability.
- A minimum of 33% of rate revenue to the capital works program.
- Priority be given to funding asset renewal expenditure before funding new assets.
- A major focus is to be placed on improving operational efficiency, implementing new revenue sources and a commitment to containing costs.
- Average rate increases that are in line with the rate cap (2.50% for 2019-20).
- Delivering infrastructure projects to meet community needs.

3. DISCUSSION / ISSUE

Legislation

The proposed 2019-20 Annual Budget is prepared in accordance with the *Local Government Act 1989*, the Local Government (Planning and Reporting) Regulations 2014 and the State Government "A Fair Go Rate System" (FGRS).

The format and information contained in the budget is based on the Model Budget as released by Local Government Victoria.

The budget proposes an average general rate increase of 2.50 per cent. This is in accordance with the rate cap advised by the Minister for Local Government.

Council has elected not to seek a variation of the rate increase to the Essential Services Commission (ESC) for 2019-20.

Key highlights of the Budget

A \$125 million operating budget that provides funding to deliver services to the community including:

- \$12.2 million for the maintenance of roads, drains, footpaths and bridges
- \$12.1 million for waste and recycling
- \$11.2 million for the maintenance of sportsgrounds, parks and gardens
- \$ 9.7 million for Aged and Disability Support Services
- \$ 9.2 million for Customer Services, Citizen Connect, IT and Transformation
- \$ 6.7 million for Health, Local Laws, animal management, food safety, litter and traffic management
- \$ 6.1 million for Planning, maintaining and operating Council's property and buildings
- \$ 6.1 million for Strategic Land Use, Open Space and Recreation Planning
- \$ 6.0 million for Community Services (Maternal and Child Health, Immunisation, Pre-schools, Community Development Grants and Community Planning Services)

- \$ 4.3 million for Libraries
- \$ 3.6 million for Statutory Planning Services
- \$ 2.5 million for Economic Development, Tourism and Grants
- \$ 2.4 million for Community Venues and Hall Hire
- \$ 2.3 million for Capital Works Plan management and delivery
- \$23.5 million depreciation on Council's \$2 billion of infrastructure assets.

An extensive \$50 million Capital Works Program comprising:

- \$16.7 million for roads (including \$7.5 million for road reseals and refurbishment, \$3.2 million for the Jumping Creek Road upgrade and \$4.3 million as part of the Road Management Strategy to upgrade the road network).
- \$ 6.5 million for community buildings (including \$4.0 million for the ongoing renewal of community buildings and \$1.0 million for the Domeney Reserve Pavilion upgrade, \$1.0 million to redevelop Boronia Grove Pavilion and \$0.3 million towards female friendly sports facility upgrades).
- \$ 6.3 million to recreation and community facilities including \$3.5 million to commence construction of Pettys Reserve Sporting Development, \$0.9 million to improve community play spaces, \$0.4 million for tennis court upgrades and \$0.6 million to install low energy lamps.
- \$ 5.8 million for drainage improvements
- \$ 5.4 million for parks, open space and neighbourhood activity centres (including \$1.2 million for Rieschiecks Reserve upgrade, \$0.2 million improvements to Ruffey Lake Park, continuation of the Main Yarra Trail towards Warrandyte \$0.4 million and \$0.9 million to upgrade neighbourhood activity centres).
- \$ 4.1 million to renew Council's core IT and telecommunications infrastructure.
- \$ 3.2 million to improve footpaths and cycleways.
- \$ 2.3 million for plant and equipment.

General Rates

The proposed 2019-20 Annual Budget is based on:

- the continuation of a single or uniform rate for all property types (no differential rates)
- an average rate increase of 2.50 percent as set by the State Government rate cap.
- General rates for an average property of \$1,805.
- a \$64.25 Council funded rebate for holders of a Low income (LI) Health Care Card
- the continuation of financial hardship provisions to help ratepayers that are experiencing difficulty paying their rates.

Commencing with the 2019-20 rating year, the State Government has assumed responsibility for property valuations for rating purposes. Under the new valuation processes, a General Revaluation is being conducted every year, meaning that all property values throughout the municipality were re-assessed for the proposed budget. The change in property values will not be consistent across all properties and localities in Manningham. This will result in only a small number of properties having a rate increase of 2.50% (the rate cap), while most properties will see a rate increase above or below the rate cap.

Preliminary property valuation data has been released by the Valuer General Victoria that indicates the average property value in Manningham dropped by approximately 10% from \$1,157,000 (1 Jan 2018 valuation) to \$1,042,000 (1 Jan 2019 valuation).

Waste and recycling cost-recovery charge

The recycling industry, and therefore councils, continue to be impacted by changes in the market for recyclable produces – both here in Australia and overseas.

The proposed 2019-20 Waste and recycling charge for a standard waste service is \$263.50, a 3.5% increase on the 2018-19 charge.

To put this into perspective, for \$2.50 per week per bin Council sends a truck to every household and removes around 10kg of rubbish.

Combined rates and charges bill

Total rates and charges for an average property in Manningham (value \$1.042 million) is detailed in the following table:

	2018/19	2019/20	Change \$	Change %
General rates charge	\$1,761	\$1,805	\$44	2.5%
Standard waste charge	\$254	\$263	\$9	3.5%
Total Council charges	\$2,015	\$2,068	\$53	2.6%
State Government Fire levy *	\$164	\$164	-	-
Total rates and charges bill	\$2,179	\$2,232	\$53	2.4%

* 2019-20 Fire levy has not yet been released by the State Government

Council achieved the mandated rate cap of 2.50% for general rates.

Key Financial Indicators

The Local Government Performance and Reporting Framework details a range of financial indicators, a summary of which is detailed below. The indicators show positive trends which will contribute to an improvement in the long term financial sustainability of Council.

Indicator	Forecast	Budget 2019-20	Strategic Resource Plan			Trend +/-
	Actual 2018-19		Projections			
			2020-21	2021-22	2022-23	
Operating position						
Operating surplus	\$23.7M	\$20.0M	\$20.1M	\$21.2M	\$21.5M	o
Adjusted underlying surplus	\$10.4M	\$8.8M	\$9.3M	\$8.2M	\$8.9M	o
Adjusted underlying result ratio	7.8%	6.4%	6.7%	5.7%	6.0%	o
Liquidity						
Total cash & investments	\$83.8M	\$71.6M	\$74.9M	\$80.1M	\$86.8M	+
Total unrestricted cash	\$29.8M	\$27.0M	\$27.2M	\$29.6M	\$33.1M	+
Working capital ratio	198.3%	193.8%	202.3%	205.4%	211.1%	+
Unrestricted cash ratio	61.9%	63.2%	63.7%	66.3%	70.9%	o
Obligations						
Loans and borrowings compared to rate revenue	7.1%	0%	0%	0%	0%	+
Interest and principle repayments to rate revenue	0.3%	7.0%	0%	0%	0%	+
Indebtedness	7.2%	0.7%	0.7%	0.7%	0.6%	+
Asset renewal	87.2%	127.5%	101.2%	100.2%	99.5%	-
VAGO Financial Risk	Low	Low	Low	Low	Low	o

* + positive o on trend - negative

4. COUNCIL PLAN / STRATEGY

The 2019-20 Annual Budget, incorporates the Major Initiatives and Annual Initiatives for the third year of the 2017-2021 Council Plan and the financial and non-financial resources applied by Council to achieving the strategic objectives detailed in the Council Plan.

Progress against the Council Plan will be reported periodically through the quarterly CEO Report and the Annual Report.

5. IMPLEMENTATION

5.1 Finance / Resource Implications

The proposed 2019-20 Annual Budget has been prepared in alignment with the Council Plan, Strategic Resource Plan and the long term Financial Plan.

The proposed budget, incorporating the Strategic Resource Plan, adopts a balanced budget approach. Strategies are being implemented to ensure that Council remains financially sustainable in the long term, and has the capability to continue to provide relevant and cost effective services and infrastructure for our community following the introduction of a rate cap by the State Government.

The Key Financial Indicators project Council to be in a sound financial position at 30 June 2020. The longer term trend is for an improvement to Council's long term financial sustainability.

5.2 Communication and Engagement

The 2019-20 Annual Budget will be available on Council's website, at the Civic Offices, Council Depot, and at the four branch libraries through the municipality.

Statutory information relating to the Annual Budget required by the Local Government (Planning and Reporting) Regulations 2014 and the Local Government Act 1989 will be available for public inspection between 25 April 2019 and 23 May 2019 (both dates inclusive).

5.3 Timelines

Key dates in the 2019-20 budget process include:

23 April 2019	Council Meeting to adopt 'in principle' the proposed Annual Budget
26 April 2019	Public exhibition period opens
23 May 2019	Public exhibition period closes
30 May 2019	Committee of Council to hear public submissions
11 June 2019	SBS consider submissions and Annual Budget (as amended)
25 June 2019	Council meeting to adopt Council Plan and Annual Budget

6. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

2019/20 ANNUAL BUDGET

Adopted in principle - April 2019



Manningham City Council 2019/20 Annual Budget - DRAFT

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Manningham City Council 2019/20 Annual Budget - DRAFT

Mayor and CEO's Introduction

We are very pleased to present Manningham City Council's proposed 2019/20 Annual Budget.

This Annual Budget includes Council's annual operating and capital works budgets for 2019/20 and a 4 year Strategic Resource Plan. It also outlines our major and annual initiatives for 2019/20 to deliver the third year of our 4 year Council Plan.

Council's budget has been carefully prepared, guided by the priorities outlined in key strategic documents including Manningham's Council 2017-2021, and other major plans and strategies.

We have focussed on progressing Council's long term financial plan while providing cost-effective services and delivering infrastructure projects to meet the needs of our community.

This year we have identified a range of initiatives across our Council Plan themes of *healthy community, liveable places and spaces, resilient environment, prosperous and vibrant economy and well governed Council*. And we are preparing for the future with a focus on the proposed North East Link project, developing a long term Urban Design Strategy and Smart City investment.

We are continuing delivery of our 2018/19 priority projects including female friendly sporting facility upgrades, establishing soccer fields and pavilion at Petty's Reserve in Templestowe and upgrades along the Ruffey Creek Linear Path and the Main Yarra Trail extension to Warrandyte.

We are also entering the second year of our 4 year program to invest an additional \$10.5 million to improve footpath and drainage assets across Manningham. This includes \$5.7 million allocated to drainage improvements and \$2.6 million to footpaths this year. This is \$2.8m more than we previously forecast.

Some of the features of the 2019/20 Annual Budget include:

- An operating budget of \$125 million to deliver more than 100 services for our community
- A \$50 million capital works program to maintain and improve Council's \$2.2 billion community asset portfolio
- A debt free status following the repayment in full of Council's existing \$7.3 million loan
- Capping the average general rates at 2.5% in line with the State Government rate cap

In 2019/20, the combined Council rates and waste charges for an average property in Manningham, with a standard waste service, is proposed to increase by 2.6% or \$53. This is based on a 2.5% increase in the general rates charge and a 3.5% increase in the standard waste charge.

Council's proposed \$125 million operating budget provides funding to deliver community services, highlights include:

- \$12.2 million for the maintenance of roads, drains, footpaths and bridges
- \$12.1 million for waste and recycling
- \$11.2 million for the maintenance of sportsgrounds, parks and gardens
- \$9.7 million for aged and disability support services
- \$9.2 million for customer services, Citizen Connect, IT and Transformation
- \$6.7 million for health, local laws, animal management, food safety, litter and traffic management
- \$6.1 million for planning, maintaining and operating Council's property and buildings
- \$6.0 million for community services, including maternal and child health, immunisation, pre-schools, community development grants and community planning services
- \$4.3 million for libraries
- \$3.6 million for statutory planning services
- \$2.5 million for economic development, tourism and grants
- \$2.4 million for community venues and hall hire

Manningham City Council 2019/20 Annual Budget - DRAFT

Council's extensive capital works program of \$50 million comprises:

- \$16.7 million for roads, including \$7.5 million for road reseals and refurbishment, \$3.2 million for the Jumping Creek Road upgrade and \$4.3 million as part of the Road Management Strategy to upgrade the road network
- \$6.5 million for community buildings, including \$4 million for the ongoing renewal of community buildings and \$1 million for the Domeney Reserve Pavilion upgrade, \$1 million to redevelop Boronia Grove Pavilion and \$300,000 towards female friendly sports facility upgrades
- \$6.3 million to recreation and community facilities, including \$3.5 million to commence construction of Petty's Reserve Sporting Development, \$900,000 to improve community play spaces, \$400,000 for tennis court upgrades and \$600,000 to install low energy lamps
- \$5.8 million for drainage improvements
- \$5.4 million for parks, open space and neighbourhood activity centres, including \$1.2 million for Rieschiecks Reserve upgrade, \$200,000 improvements to Ruffey Lake Park, continuation of the Main Yarra Trail towards Warrandyte \$400,000 and \$900,000 to upgrade neighbourhood activity centres
- \$4.1 million to renew Council's core IT and telecommunications infrastructure
- \$3.2 million to improve footpaths and cycle ways
- \$2.3 million for plant and equipment

This Annual Budget highlights Council's key priorities for the upcoming financial year. We encourage everyone to take a look through and see the wide variety of projects and initiatives proposed for 2019/20 in Manningham.

Cr Paula Piccinini
MAYOR

Andrew Day
CEO

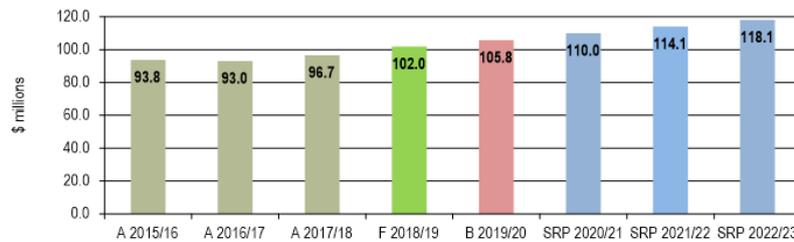
Manningham City Council 2019/20 Annual Budget - DRAFT

Budget summary

Council has prepared a Budget for the 2019/20 financial year keeping in mind to balance the demand for services and infrastructure with the community's capacity to pay. Key budget information is provided below about the rate increase, operating result, services, cash and investments, capital works, financial position, financial sustainability and strategic objectives of the Council.

A= Actual F= Forecast B= Budget SRP= Strategic Resource Plan estimates

Rates and charges

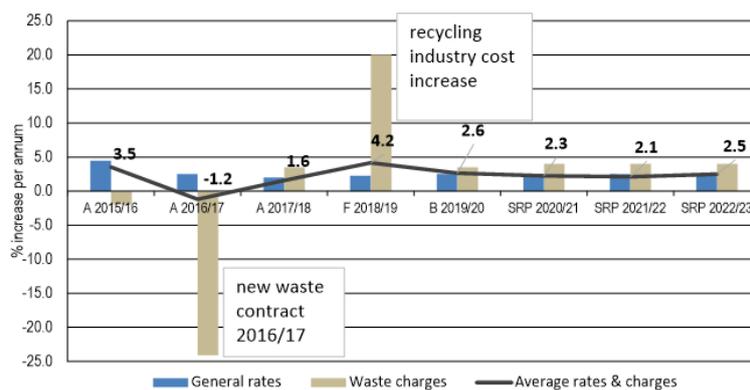


Council raises general rates to fund universally accessed services and capital infrastructure, and from a waste charge to fund the collection and disposal of refuse. In the changing environment that Council operates in, Council has been focusing on improving operational efficiency, implementing new revenue streams and cost saving opportunities. These strategies will help to address the State Government rate cap, while still maintaining services and preserving our investment in community infrastructure.

For 2019/20, general rates will increase by an average of 2.50 per cent in line with the State Government rate cap. Council also levies a waste charge to all properties for the cost of collecting and disposal of waste and recyclable material. This annual charge is calculated on a cost recovery basis. The cost of collecting and disposing of waste and recyclable materials in 2019/20 is projected to increase by 3.50 per cent, leading to an increase in the standard waste service charge to \$263.50 per annum.

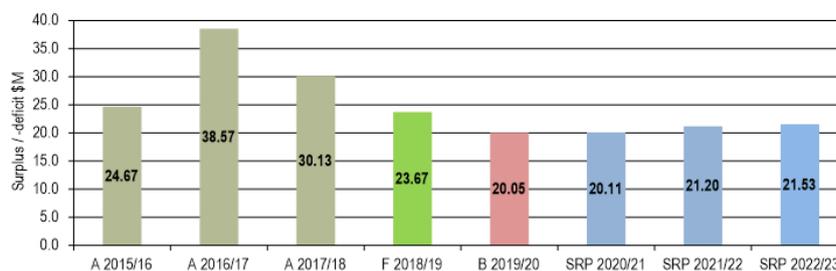
The total rates and charges bill for an average property is projected to increase by \$53 or 2.6 per cent to \$2,068.

The chart below shows the comparison of general rates, waste charges and average rates and charges increases for the period 2015/16 to the projected 2022/23 result. Refer to Section 4.1.1 Rates and Charges for further details.



Manningham City Council 2019/20 Annual Budget - DRAFT

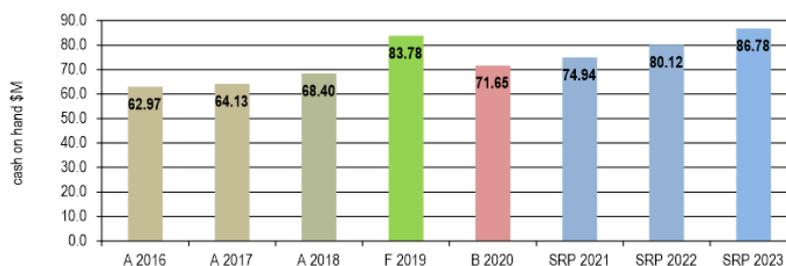
Operating Result



The budgeted operating result (income less expenses) for the 2019/20 year is a surplus of \$20.05 million, a decrease of \$3.62 million over the 2018/19 forecast result. The change is primarily due to an increase of \$1.67 million in depreciation expense as a result of an extensive capital works program and an increase in one off projects costs in 2019/20 to support Council initiatives. Refer to Section 4.1 Comprehensive Income Statement for further details.

A strong surplus is required to fund Council's extensive capital works program and to ensure that it has sufficient reserves to meet financial challenges as they arise in the future. During the four year period of the Strategic Resource Plan 2019 - 2023, Council is projecting to maintain an average operating surplus of approximately \$21.00 million which underpins a financially sustainable organisation.

Cash and investments



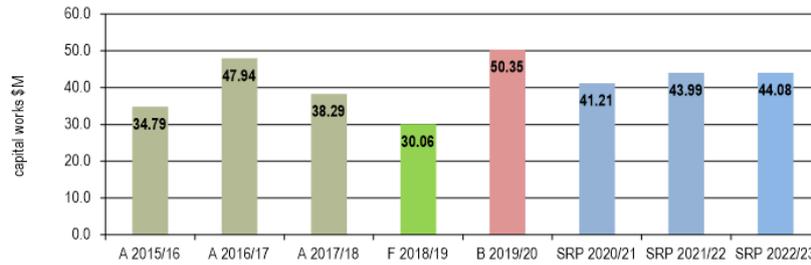
As at 30 June 2020, cash and investments are expected to decrease by \$12.13 million to \$71.65 million. The decrease is mainly due to an extensive capital works program of \$50.35 million in 2019/20 which includes \$9.37 million of projects funded in the 2018/19 Budget which will now be completed in 2019/20. Despite projecting to deliver one of the highest capital works program, Council still maintains a strong cash balance which is consistent with Council's strategy to improve our long term financial sustainability.

Council holds cash balances to fund the daily working capital requirements, support cash backed reserves required by legislation and for future intended uses as directed by Council. Of the \$71.65 million cash and investments balance, cash that is restricted or has an intended use totals \$44.62 million, leaving an unrestricted cash balance of \$27.03 million as at 30 June 2020.

Refer Sections 4.2 and 4.5 for detailed analysis of the cash position and components of restricted cash.

Manningham City Council 2019/20 Annual Budget - DRAFT

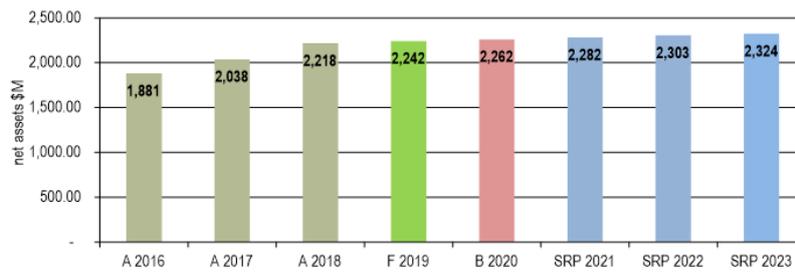
Capital works



The capital works program for the 2019/20 year is budgeted to be \$50.35 million comprising of \$16.69 million for roads, \$6.54 million for community buildings, \$5.75 million for drainage improvements, \$5.43 million for parks and open space and \$3.18 million for footpaths.

The capital program is funded through \$40.38 million (or 80.2 per cent) of Council's cash generated through the operating result, \$6.41 million (or 12.7 per cent) from reserves and developer contributions, \$2.51 million (5.0 per cent) from external grants, \$1.05 million (or 2.1 per cent) from asset sales and the carried forward component of \$9.37 million is fully funded from carried forward rates money. The capital works program has been set and prioritised through the development of sound business cases and consultation with stakeholders. Capital works is forecast to be \$30.06 million for the 2018/19 year.

Financial position

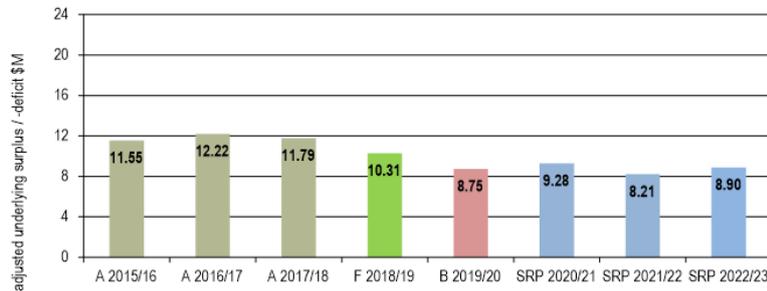


Manningham's financial position is projected to improve with net assets (total assets less total liabilities) budgeted to increase by \$20.05 million to \$2,261.60 million. The increase in net assets mainly arises from the new assets added to Council's balance sheet from the capital works program as detailed in Section 4.6 of this report. Net assets is forecast to be \$2,241.55 million as at 30 June 2019.

Refer Section 4.2 for an analysis of the budgeted financial position.

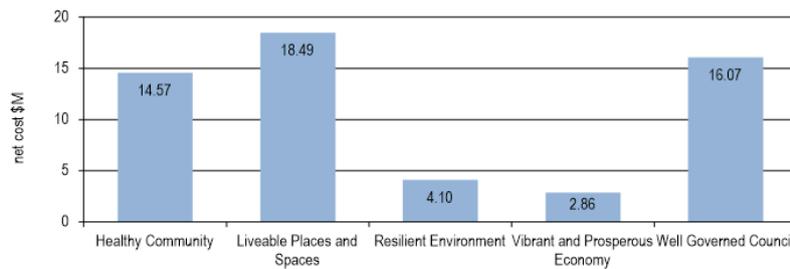
Manningham City Council 2019/20 Annual Budget - DRAFT

Financial sustainability



A high level Strategic Resource Plan for the years 2019/20 to 2022/23 has been developed to assist Council in adopting a budget within a longer term prudent financial framework. The key objective of the Plan is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives as specified in the Council Plan. One measure of financial sustainability is the adjusted underlying result, which excludes capital income and developer income (cash and non-cash) from the operating surplus. A positive adjusted underlying result is an indication of financial stability. The projected adjusted underlying surplus over the 4 year Strategic Resource Plan shows a positive trend in line with Council's strategy to improve financial sustainability in the long term.

Themes



The Annual Budget includes a range of operating services and initiatives to be funded that will contribute to achieving the themes specified in the Council Plan. This graph shows the net level of funding (expenses less income) allocated in the budget to achieving the strategic objectives as set out in the Council Plan for the 2019/20 year.

The Well Governed Council theme incorporates the cost of corporate services such as Finance, IT, Customer Service, Councillors, and Chief Executive which support the delivery of services in the other four themes.

The services that contribute to these objectives are set out in Section 2.

Council expenditure allocations

This chart provides an indication of how Council allocates its expenditure across the main services that it delivers. It shows how much is allocated to each service area for every \$100 that Council spends. Council overheads, governance costs and administrative costs are allocated to our external facing services using an internal overhead allocation model.

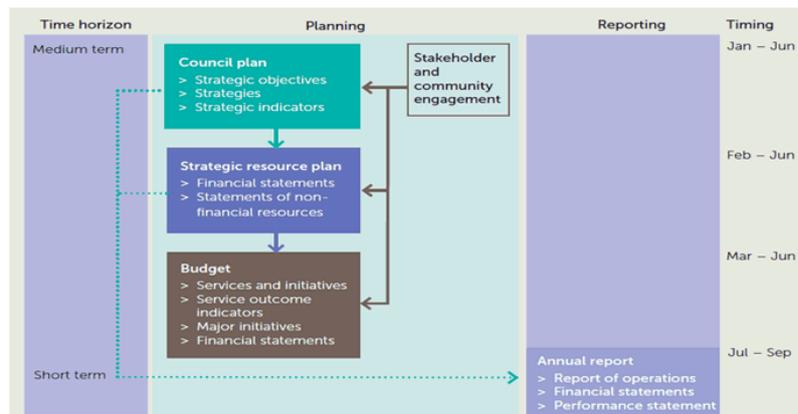


1. Link to the Council Plan

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

1.1 Legislative Planning and accountability framework

The Strategic Resource Plan, part of and prepared in conjunction with the Council Plan, 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 Annual Budget is framed within the Strategic Resource Plan, considering the services and initiatives which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the planning and accountability framework that applies to local government in Victoria.



Source: Department of Environment, Land, Water and Planning

Feeding in to the above, Council has a long term plan which articulates a community vision, mission and values. The Council Plan is prepared with reference to Council's long term Community Plan.

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

1.1.2 Key planning considerations

Although councils have a legal obligation to provide some services— such as animal management, local roads, food safety and statutory planning—most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

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1.2 Our purpose

Our vision

A Liveable and Harmonious City.

Our mission

A financially sustainable Council that listens, consults and acts with integrity, value and transparency.

Our values

Manningham City Council values are Working Together, Excellence, Accountable, Respectful and Empowered. Our values are the cornerstone of our organisation, guiding our behaviours, decisions and culture.

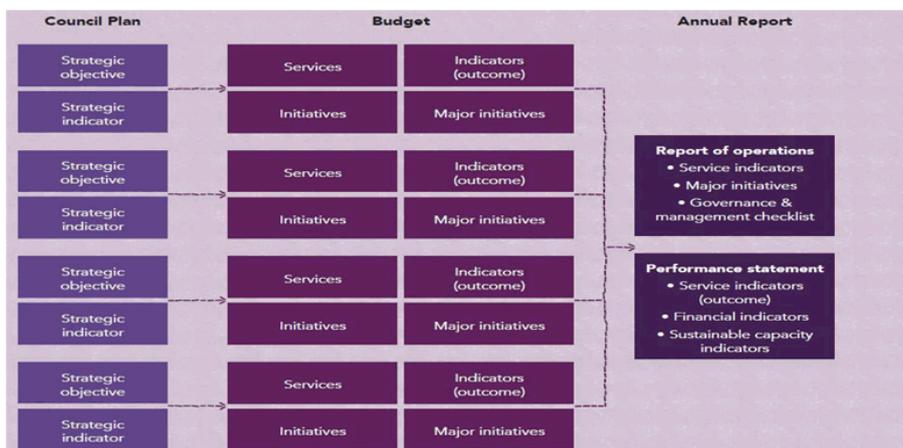
1.3 Strategic objectives

The strategic objectives, or themes will be progressed through actions over the four years. In addition, key projects are identified as Major Initiatives or Initiatives to progress the Council Plan.

Strategic Objective	Description
1. Healthy Community	Through a strong partnership approach, Council will focus on ensuring that people stay healthy and well, can access the services they need, are connected to their local neighbourhoods, feel safe and live in a harmonious and inclusive community.
2 Liveable Places and Spaces	Council will focus on managing amenity to create inviting places and spaces, enhanced parks, open space and streetscapes, well connected, safe and accessible travel and well utilised and maintained community infrastructure.
3. Resilient Environment	Council will work with our community and partners to protect and enhance our valued environment and biodiversity, as well as reduce our environmental impact and adapt to climate change.
4. Vibrant And Prosperous Economy	Council strives to support the local economy to grow, with local business and activity centres vibrant and prosperous with a strong visitor economy.
5. Well Governed Council	A financially sustainable Council, that manages resources effectively and efficiently. A Council that values citizens in all that we do.

2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2019/20 year and how these will contribute to achieving the strategic objectives (themes) in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council’s operations. Council is required by legislation to identify major initiatives, 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 accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Environment, Land, Water and Planning

2.1 Theme: Healthy Community

To achieve our objective of a Healthy Community, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services initiatives, major initiatives and service performance indicators for each business area are described below.

Goals

- 1.1 A healthy, resilient and safe community
- 1.2 A connected and inclusive community

Manningham City Council 2019/20 Annual Budget - DRAFT

Services

Service area	Description of services provided		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
Aged and Disability Services	In partnership with Federal and State Governments, these services and activities support Manningham residents to stay active, independent and living at home for as long as possible. Services include positive ageing events and activities, assisted transport, home and person care.	<i>Exp</i>	10,020	10,214	9,727
		<i>Rev</i>	(7,845)	(7,769)	(6,981)
		<i>NET</i>	2,175	2,445	2,746
Social Planning and Community Development Services	This service support the community through activities in community inclusion, community safety, metro access, social planning and community development.	<i>Exp</i>	1,793	1,971	1,443
		<i>Rev</i>	(274)	(267)	(138)
		<i>NET</i>	1,519	1,704	1,305
Community Programs	This service provides children, family and community services, including Maternal and Children's Services (Universal and Enhanced), Child Health, Manningham Early Years@MC2, Preschool Field Officer Program and Parenting Assessment and Skill Development Service. Also included Youth and and Volunteering and Emergency Counselling grants.	<i>Exp</i>	3,787	3,484	4,536
		<i>Rev</i>	(1,755)	(1,837)	(1,922)
		<i>NET</i>	2,032	1,647	2,614
Library Services	This service provides public library service for visitors and residents . The service is managed by the Whitehorse Manningham Regional Library Corporation with branches at Bulleen, Doncaster, The Pines and Warrandyte.	<i>Exp</i>	4,115	4,203	4,301
		<i>Rev</i>	-	-	-
		<i>NET</i>	4,115	4,203	4,301

Manningham City Council 2019/20 Annual Budget - DRAFT

Service area	Description of services provided		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
Approvals and Compliance Services	This service protects the community's health and well being by coordinating food safety programs, immunisation, animal management, litter, building services, public health, parking and administration and enforcement of municipal local laws.	<i>Exp</i>	6,216	6,180	6,699
		<i>Rev</i>	(4,162)	(3,118)	(3,447)
		<i>NET</i>	2,054	3,062	3,252
Arts and Cultural Services	Management, coordination and delivery of arts and cultural development program including an Art Gallery, art studios and Playhouse.	<i>Exp</i>	594	566	698
		<i>Rev</i>	(351)	(379)	(344)
		<i>NET</i>	243	187	354

Major Initiatives

1.1 Plan for the health and wellbeing of the municipality through delivery of the Healthy City Action Plan 2019-2021.

1.2 Promote a connected and inclusive community through delivery of at least 4 activities by 30 June 2020.

1.3 Promote gender equity with delivery of female friendly facility upgrades in Bulleen Park, Anderson Park, Doncaster Hockey and Stintons Reserve by 30 June 2020.

Other Initiatives

1.4 Deliver a running festival for all ages and abilities in partnership with the community by 31 December 2019.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Animal Management	Health and safety	Animal management prosecutions (number of successful prosecutions)	Number of successful animal management prosecutions

Manningham City Council 2019/20 Annual Budget - DRAFT

Service	Indicator	Performance Measure	Computation
Food safety	Health and safety	Critical and major non-compliance notifications(Percent age of critical and major non-compliance notifications that are followed up by Council)	[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100
Libraries	Participation	Active library members. (Percentage of the municipal population that are active library members	[Number of active library members / municipal population] x100
Maternal and Child Health	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] x100
Maternal and Child Health	Participation	Participation in 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 enrolled in the MCH service] x100

2.2 Theme: Liveable Places and Spaces

To achieve Liveable Places and Spaces, we will continue to plan, deliver and improve services to meet our statutory obligations and to enhance Manningham as a well planned and liveable city. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Manningham City Council 2019/20 Annual Budget - DRAFT

Goals

- 2.1 Inviting places and spaces
- 2.2 Enhanced parks, open space and streetscapes
- 2.3 Well connected, safe and accessible travel
- 2.4 Well utilised and maintained community infrastructure

Services

Service area	Description of services provided		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
City Amenity, Parks and Recreation Services	This service provides the management, administration and maintenance activities for parks and recreation; sports reserves, aquatic facilities, reserves, sportsground maintenance, landscaping, tree maintenance, grass cutting, bushland management, open space, parks and playground maintenance and supervision of capital works projects.	<i>Exp</i>	9,260	10,598	11,231
		<i>Rev</i>	(398)	(867)	(1,055)
		<i>NET</i>	8,862	9,731	10,176
Roads and Infrastructure Services	This service provides the day to day maintenance of Council roads, bridges and footpaths and includes both sealed and unsealed road maintenance such as repairs to potholes, linemarking, patching, resheeting and minor works.	<i>Exp</i>	4,817	4,881	5,253
		<i>Rev</i>	(689)	(557)	(587)
		<i>NET</i>	5,506	5,438	5,840
Integrated Planning and Urban Design Services	These services include city planning, landscape architecture, strategic land use and development planning and urban design, recreation planning and open space planning.	<i>Exp</i>	2,993	4,308	4,419
		<i>Rev</i>	(4,536)	(4,583)	(7,982)
		<i>NET</i>	(1,543)	(275)	(3,563)
Building Maintenance Services	Keeping Council owned buildings and community facilities (including public toilets, heritage buildings, libraries, sporting facilities) clean and well maintained.	<i>Exp</i>	3,083	3,033	3,092
		<i>Rev</i>	(367)	(295)	(290)
		<i>NET</i>	2,716	2,738	2,802

Manningham City Council 2019/20 Annual Budget - DRAFT

Service area	Description of services provided		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
Civil Project Services	This area is responsible for capital works program. Service provides construction and design of civil projects and strategic projects relating to Council buildings, community facilities, recreation facilities and sustainability projects.	<i>Exp</i>	2,615	2,199	2,339
		<i>Rev</i>	(961)	(1,110)	(1,148)
		<i>NET</i>	1,654	1,089	1,191
Traffic and Development Services	This service provides the day to day maintenance to support the road network. Including driver safety education programs, street lighting, traffic management, traffic engineering, bus shelters and road safety.	<i>Exp</i>	2,406	2,551	2,442
		<i>Rev</i>	(1,207)	(706)	(1,086)
		<i>NET</i>	1,199	1,845	1,356
Statutory Planning Services	This service is responsible for the administration and enforcement of the Manningham Planning Scheme and coordination of statutory planning permits including pre-application and application service.	<i>Exp</i>	3,463	3,595	3,709
		<i>Rev</i>	(2,469)	(2,240)	(2,250)
		<i>NET</i>	994	1,355	1,459
Maintenance services for signs and street furniture	This service maintains and repairs all traffic signals and roadside signs and furniture including guard rails on Council roads.	<i>Exp</i>	360	382	398
		<i>Rev</i>	-	-	-
		<i>NET</i>	360	382	398

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Major Initiatives

2.1 Implementation of Parks Improvement Program works as scheduled including Petty's Reserve, Ruffey Lake Park Management Plan, Lawford Reserve Management Plan (Stage 2) and Completion of the Main Yarra River Trail to Warrandyte.

2.2 Improve connectivity through delivery of the Road Improvement Program including: Jumping Creek Road by 30 June 2021.

2.3 North East Link Planning - Environmental Effects Statement (EES) Process. Successfully facilitate Council's response and contribution to the NEL EES process, including legal representation and to prepare a submission report in response to the EES.

2.4 Develop a long term Community Infrastructure Plan. Neighbourhood analysis completed and planning commenced by 30 June 2020.

2.5 Work towards well connected, safe and accessible travel.

Other Initiatives

2.6 Ensure local planning is responsive to community need and aligned with local planning laws Facilitate high priority recommendations of the planning scheme amendments. Complete 4 major panel recommendations by June 30 2020.

2.7 To complete footpath priority program for 2019/20.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
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
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.

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Service	Indicator	Performance Measure	Computation
Statutory planning	Decision making	Council planning decisions upheld at VCAT. (Percentage of planning application decisions subject to review by VCAT and that were not set aside)	[Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100

2.3 Theme: Resilient Environment

To pursue a resilient environment, we will continue to plan, deliver and improve services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Goals

3.1 Protect and enhance our environment and biodiversity

3.2 Reduce our environmental impact and adapt to climate change

Services

Service area	Description of services provided		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
Waste Services	Providing kerbside rubbish collections of garbage, hard waste and green waste from all households and some commercial properties in Council. Services also include a waste call centre, education services and the strategic planning of waste services.	Exp	10,267	11,833	12,126
		Rev	(11,565)	(13,282)	(13,735)
		NET	(1,298)	(1,449)	(1,609)
Assets & Environment	Services design to protect the environment including underground drain and pit maintenance, street cleaning and sweeping, roadside litter pickup, tipping costs.	Exp	3,276	3,528	3,636
		Rev	(66)	(57)	(60)
		NET	3,210	3,471	3,576
Environmental	This service provides environmental education, public land management, stewardship and fosters biodiversity as well as protecting the land through pest control.	Exp	1,467	1,647	1,647
		Rev	(13)	(80)	-
		NET	1,454	1,567	1,647

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Service area	Description of services provided		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
Drains and Technical Services	This service performs the inspection, maintenance and cleaning of underground drains to ensure correct operation.	Exp	345	376	482
		Rev	-	-	-
		NET	345	376	482

Major Initiatives

3.1 Deliver a minimum of 35 environmental education programs/initiatives for the community by 30 June 2020.

3.2 Develop a Municipal Drainage Plan that encompasses a response to flood mitigation by June 2020.

Other Initiatives

3.3 Electric Vehicle Charge sites opportunity investigated and actioned by June 2020. 5 year plan / schedule for solar upgrades (and other Environmentally Sustainable Design programs) developed by June 2020.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Waste	Participation	Active library members. (Percentage of the municipal population that are active library members	[Number of active library members / municipal population] x100

2.4 Theme: Vibrant and Prosperous Economy

To pursue a resilient environment, we will continue to plan, deliver and improve services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Goals

4.1 Grow our local business, tourism and economy

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Services

Service area	Description of services provided		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
Business, Events and Grants	This Service develops programs, events and support services to support the local economy in relation to business, sponsorship, commercial investment, business support, employment and tourism.	<i>Exp</i>	3,100	3,178	2,456
		<i>Rev</i>	(105)	(157)	(93)
		<i>NET</i>	2,995	3,021	2,363
Community Venues and Functions	This service provides for the management and hire of the Manningham Function Centre and hire of halls and other venues to community and commercial hirers.	<i>Exp</i>	2,433	2,231	2,412
		<i>Rev</i>	(1,769)	(1,762)	(1,918)
		<i>NET</i>	664	469	494

Major Initiatives

4.1 Grow the visitor economy and create opportunities for visitor destinations and events within Manningham that engage both residents and external visitors by implementation of 5 Tourism activities by 30 June 2020.

Other Initiatives

4.2 Smart Cities: Reinventing Neighbourhoods Program. Jackson Court Pilot site) Develop comprehensive, data driven approach to planning future development of key activity centres.

4.3 Complete draft of the Doncaster Strategy Review by June 2020.

2.5 Theme: Well Governed Council

To achieve our theme of a well governed Council, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Goals

5.1 A financially sustainable Council that manages resources effectively and efficiently

5.2 A Council that values citizens in all that we do

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Services

Service area	Description of services provided		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
Governance, legal and risk	This service supports the organisation to meet its regulatory requirements through strong governance and risk management.	<i>Exp</i>	1,577	1,516	2,274
		<i>Rev</i>	-	-	-
		<i>NET</i>	1,577	1,516	2,274
Councillors and Executives	This area includes the Mayor, Councillors, Executive Management Team and associated support.	<i>Exp</i>	3,374	3,765	2,812
		<i>Rev</i>	(123)	(4)	-
		<i>NET</i>	3,251	3,761	2,812
Communications	This service leads the delivery of clear, consistent and inclusive communication and engagement with the community.	<i>Exp</i>	2,109	2,067	2,168
		<i>Rev</i>	-	-	-
		<i>NET</i>	2,109	2,067	2,168
Citizen Connect	This service leads as the main customer interface to create and maintain systems and processes to connect with our citizens.	<i>Exp</i>	1,619	1,573	1,915
		<i>Rev</i>	-	-	-
		<i>NET</i>	1,619	1,573	1,915
Transformation and Information Technology	Service include maintaining information and information systems as well as advancing new solutions for the organisation and community interaction.	<i>Exp</i>	6,251	6,653	7,261
		<i>Rev</i>	(1)	(1)	-
		<i>NET</i>	6,250	6,652	7,261
Emergency Management	Services to support the preparedness, response and recovery in an emergency.	<i>Exp</i>	219	407	449
		<i>Rev</i>	(80)	(240)	(80)
		<i>NET</i>	139	167	369

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Service area	Description of services provided		2017/18 Actual \$'000	2018/19 Forecast \$'000	2019/20 Budget \$'000
Organisation Development	Provides organisation development and human resource management services including staff recruitment, corporate training and development, employee and industrial relations and workplace health and safety. Also includes business planning services.	<i>Exp</i>	1,398	1,412	1,512
		<i>Rev</i>	(5)	-	-
		<i>NET</i>	1,393	1,412	1,512
Property Services	This service manages Council properties and conducts supplementary property valuations.	<i>Exp</i>	2,645	2,357	2,854
		<i>Rev</i>	(2,072)	(2,185)	(1,973)
		<i>NET</i>	573	172	881
Finance and Corporate Performance	This service manages Council's corporate planning, performance and continuous improvement functions, financial management, payroll, and procurement, tendering and contract administration.	<i>Exp</i>	4,404	4,631	4,861
		<i>Rev</i>	(197)	(193)	(195)
		<i>NET</i>	4,207	4,438	4,666

Major Initiatives

5.1 Adopt Long Term Financial Plan and Annual Budget by 30 June 2020 in line with guiding financial principles.

5.2 Through our Citizen Connect program, we will make it easy for citizens to interact with us, find out information, request a service, provide feedback or report an issue.

Implement a suite of customer focused improvements to increase Contact Centre First Contact Resolution (FCR) and improve Customer Satisfaction by 30 June 2020.

Other Initiatives

5.3 Deliver increased capacity to support residents and business to manage their Council activity online by 30 June 2020.

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Service Performance Outcome Indicators

Service	Indicator	Performance	Computation
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 how Council has performed in making decisions in the interests of the community

2.3 Reconciliation with budgeted operating result

	Net Cost (Revenue \$'000	Expendit ure \$'000	Revenue \$'000
Health Community	14,572	27,404	12,832
Liveable Places and Spaces	18,485	32,883	14,398
Resilient Environment	4,096	17,891	13,795
Vibrant Prosperous Economy	2,857	4,868	2,011
Well Governed Council *	16,072	18,320	2,248
Total	56,082	101,366	45,284
Other non-attributable expenses			
Depreciation and amortisation	23,682		
Finance costs	129		
Others	(5,476)		
Deficit before funding sources	74,417		
Funding sources added in:			
Rates and charges revenue	92,144		
Capital grants	2,313		
Total funding sources	94,457		
Operating surplus/(deficit) for the year	20,040		

* Well Governed Council includes corporate wide management and support expenses like Executives, Finance, IT etc.

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3. Strategic Resource Plan Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2019/20 has been supplemented with projections to 2022/23 extracted from the Strategic Resource Plan.

This section includes the following financial statements prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) regulations 2014*.

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

Pending Accounting Standards

The 2019-20 budget has been prepared based on the accounting standards applicable at the date of preparation. This means that pending accounting standards that will be in effect from the 2019-20 financial year have not been considered in the development of the budget.

Standards that are likely to impact on the 2019-20 financial statements, not considered in the preparation of the budget include:

- *AASB 16 Leases*,
- *AASB 15 Revenue from Contracts with Customers*, and
- *AASB 1058 Income of Not for Profit Entities*.

While it is not possible to determine the precise impact of these standards at this time, the broad impact on Council is estimated to be as follows:

- *AASB 16 Leases* – Introduces a single lessee accounting model whereby the Council will be required to recognise a right of use asset and associated liability for leases longer than 12 months, except those considered to be of low value.
- *AASB 15 Revenue from Contracts with Customers* and *AASB 1058 Income of Not for Profit Entities* – Change the way that Councils recognise income and also address matters such as grant funding, contribution of assets and volunteer services. A key change is replacement for some transactions of the criteria of control as a determinant of the timing of income recognition, with the criteria of satisfying performance obligations in an enforceable agreement. These new standards have the potential to

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Comprehensive Income Statement

For the four years ending 30 June 2023

	Notes	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Strategic Resource Plan		
				2020/21 \$'000	2021/22 \$'000	2022/23 \$'000
Income						
General rates	4.1.1	88,836	92,144	95,692	99,023	102,366
Waste charges	4.1.1	13,114	13,669	14,334	15,030	15,759
Statutory fees and fines	4.1.2	3,463	3,783	4,070	4,056	4,195
User fees	4.1.3	9,749	10,145	10,499	10,864	11,242
Interest income	4.1.6	1,895	1,785	1,846	1,905	1,920
Grants - Operating	4.1.4	10,881	11,092	11,314	11,540	11,771
Grants - Capital	4.1.4	2,365	2,313	1,481	2,545	4,107
Contributions - monetary	4.1.5	4,500	7,982	8,350	9,439	7,528
Contributions - non-monetary	4.1.5	6,500	1,000	1,000	1,000	1,000
Other income	4.1.6	1,414	1,475	338	350	362
Net gain/(loss) on disposal of property, infrastructure, plant and equipment		852	95	36	63	43
Total income		143,569	145,483	148,960	155,815	160,293
Expenses						
Employee costs	4.1.7	54,445	55,114	56,762	59,028	61,394
Materials and services	4.1.8	12,963	14,665	15,551	16,556	15,769
Waste contracts	4.1.8	11,525	11,797	12,388	13,020	13,776
Utilities	4.1.9	2,583	2,872	3,018	3,169	3,328
Community grants	4.1.10	5,705	5,202	5,332	5,465	5,601
Finance Costs	4.1.11	309	129	-	-	-
Depreciation and amortisation	4.1.12	22,014	23,682	25,324	26,676	27,923
Other expenses	4.1.13	10,351	11,973	10,472	10,703	10,968
Total expenses		119,895	125,434	128,847	134,617	138,759
Surplus/(deficit) for the year		23,674	20,049	20,113	21,198	21,534
Other comprehensive income						
Items that will not be reclassified to surplus in future periods:						
Net asset revaluation increment /(decrement)		-	-	-	-	-
Total comprehensive result		23,674	20,049	20,113	21,198	21,534

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Balance Sheet

For the four years ending 30 June 2023

Notes	Forecast		Strategic Resource Plan			
	Actual 2018/19 \$'000	Budget 2019/20 \$'000	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	
Assets						
Current assets						
	62,780	71,652	74,942	80,123	86,782	
	21,000	-	-	-	-	
	9,805	9,447	9,638	9,892	10,035	
	1,810	1,810	1,810	1,810	1,810	
Total current assets	4.2.1	95,395	82,909	86,390	91,825	98,627
Non-current assets						
	2,227	2,227	2,227	2,227	2,227	
	31	31	31	31	31	
	2,189,364	2,215,059	2,231,526	2,250,688	2,269,040	
	3,500	5,014	5,109	3,701	2,114	
Total non-current assets	4.2.2	2,195,122	2,222,331	2,238,893	2,256,647	2,273,412
Total assets		2,290,517	2,305,240	2,325,283	2,348,472	2,372,039
Liabilities						
Current liabilities						
	13,672	14,255	12,806	13,411	14,050	
	13,294	14,294	15,294	16,294	17,294	
	12,803	13,123	13,452	13,788	14,132	
	7,279	-	-	-	-	
	1,055	1,105	1,155	1,205	1,255	
Total current liabilities	4.2.3	48,103	42,777	42,707	44,698	46,731
Non-current liabilities						
	868	868	868	868	868	
	-	-	-	-	-	
Total non-current liabilities	4.2.4	868	868	868	868	
Total liabilities		48,971	43,645	43,575	45,566	47,599
Net assets		2,241,546	2,261,595	2,281,708	2,302,906	2,324,440
Equity						
	731,880	750,353	768,788	784,931	800,340	
	1,509,666	1,511,242	1,512,920	1,517,975	1,524,100	
Total equity		2,241,546	2,261,595	2,281,708	2,302,906	2,324,440

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Statement of Changes in Equity

For the four years ending 30 June 2023

	Notes	Total \$'000	Accum. Surplus \$'000	Reval. Reserve \$'000	Other Reserves \$'000
2019 Forecast Actual					
Balance at beginning of the financial year		2,217,872	710,040	1,502,666	5,166
Surplus/(deficit) for the year		23,674	23,674	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(4,500)	-	4,500
Transfers from other reserves		-	2,666	-	(2,666)
Balance at end of the financial year		2,241,546	731,880	1,502,666	7,000
2020 Budget					
Balance at beginning of the financial year		2,241,546	731,880	1,502,666	7,000
Surplus/(deficit) for the year		20,049	20,049	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(7,982)	-	7,982
Transfers from other reserves		-	6,406	-	(6,406)
Balance at end of the financial year	4.3	2,261,595	750,353	1,502,666	8,576
2021					
Balance at beginning of the financial year		2,261,595	750,353	1,502,666	8,576
Surplus/(deficit) for the year		20,113	20,113	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(8,350)	-	8,350
Transfers from other reserves		-	(8,350)	-	(4,640)
Balance at end of the financial year		2,281,708	753,766	1,502,666	12,286
2022					
Balance at beginning of the financial year		2,281,708	753,766	1,502,666	12,286
Surplus/(deficit) for the year		21,198	21,198	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(9,439)	-	9,439
Transfers from other reserves		-	(9,439)	-	(4,384)
Balance at end of the financial year		2,302,906	756,086	1,502,666	17,341
2023					
Balance at beginning of the financial year		2,276,093	756,086	1,502,666	17,341
Surplus/(deficit) for the year		21,534	21,534	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(7,528)	-	7,528
Transfers from other reserves		-	1,403	-	(1,403)
Balance at end of the financial year		2,297,627	771,495	1,502,666	23,466

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Statement of Cash Flows

For the four years ending 30 June 2023

Notes	Forecast	Budget	Strategic Resource Plan			
	Actual 2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	
Cash flows from operating activities						
General rates	89,236	92,502	95,501	98,769	102,223	
Waste charges	13,114	13,669	14,334	15,030	15,759	
User charges, fees and fines	13,262	13,978	14,619	14,970	15,487	
Grants - operating	10,881	11,092	11,314	11,540	11,771	
Grants - capital	2,365	2,313	1,481	2,545	4,107	
Contributions	4,500	7,982	8,350	9,439	7,528	
Interest income	1,895	1,785	1,846	1,905	1,920	
Trust funds and deposits	1,000	1,000	1,000	1,000	1,000	
Other receipts	1,414	1,475	338	350	362	
Employee costs	(54,105)	(54,348)	(58,311)	(58,471)	(60,812)	
Materials, services and contracts	(20,854)	(22,602)	(23,473)	(24,806)	(24,296)	
Waste contracts	(11,525)	(11,797)	(12,388)	(13,020)	(13,776)	
Finance costs	(309)	(129)	-	-	-	
Other payments	(10,351)	(11,973)	(10,472)	(10,703)	(10,968)	
Net cash provided by/(used in) operating activities	4.4.1	40,523	44,947	44,139	48,548	50,305
Cash flows from investing activities						
Payments for property, infrastructure, plant and equipment	(30,059)	(50,346)	(41,209)	(43,992)	(44,077)	
Proceeds from sale of property, infrastructure, plant and equipment	4,916	550	360	625	430	
Net proceeds from other financial assets	(3,200)	21,000	-	-	-	
Net cash provided by/(used in) investing activities	4.4.2	(28,343)	(28,796)	(40,849)	(43,367)	(43,647)
Cash flows from financing activities						
Repayment of borrowings	-	(7,279)	-	-	-	
Net cash provided by/(used in) financing activities	4.4.3	-	(7,279)	-	-	-

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Notes	Forecast	Budget	Strategic Resource Plan		
	Actual 2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	Projections 2021/22 \$'000	2022/23 \$'000
Net increase/ (decrease) in cash & cash equivalents	12,180	8,872	3,290	5,181	6,658
Cash and cash equivalents at the beginning of the financial year	50,600	62,780	71,652	74,942	80,123
Cash and cash equivalents at the end of the financial year	62,780	71,652	74,942	80,123	86,781
Term deposits over 3 months maturity	21,000	-	-	-	-
Total cash and investments	83,780	71,652	74,942	80,123	86,781

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Statement of Capital Works

For the four years ending 30 June 2023

Notes	Forecast Actual	Budget	Strategic Resource Plan Projections		
	2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000
Property					
Buildings	1,928	6,106	4,608	4,836	4,490
Building improvements	914	434	72	76	79
Total buildings	2,842	6,540	4,680	4,912	4,569
Total property	2,842	6,540	4,680	4,912	4,569
Plant and equipment					
Plant, machinery and equipment	1,759	2,298	889	1,780	1,260
Fixtures, fittings and furniture	66	69	144	152	158
Computers and telecommunications	2,281	895	497	525	546
Artworks	20	20	38	40	41
Total plant and equipment	4,126	3,282	1,568	2,497	2,005
Infrastructure					
Roads	11,856	16,691	15,047	15,942	18,080
Footpaths and cycleways	2,277	3,183	2,838	2,495	2,572
Drainage	3,054	5,750	4,452	4,335	5,047
Recreational, leisure and community	1,403	6,264	6,160	2,079	2,189
Parks, open space and streetscapes	3,045	5,428	4,397	10,770	8,901
Off street car parks	-	-	-	30	32
Total infrastructure	21,635	37,316	32,894	35,651	36,821
Intangible assets					
Software	1,456	3,208	2,067	932	682
	1,456	3,208	2,067	932	682
Total capital works expenditure	4.5.1 30,059	50,346	41,209	43,992	44,077
Represented by:					
New asset expenditure	8,084	13,818	10,082	13,098	10,973
Asset renewal expenditure	18,210	28,040	23,626	24,378	25,513
Asset expansion expenditure	866	2,161	1,880	1,741	2,061
Asset upgrade expenditure	2,900	6,327	5,621	4,775	5,530
Total capital works expenditure	4.5.1 30,059	50,346	41,209	43,992	44,077
Funding sources represented by:					
Grants	2,518	2,513	1,481	2,545	4,107
Contributions	2,666	6,406	6,974	7,784	5,403
Council cash	24,875	41,427	32,754	33,663	34,567
Borrowings	-	-	-	-	-
Total capital works expenditure	4.5.1 30,059	50,346	41,209	43,992	44,077

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Statement of Human Resources

For the four years ending 30 June 2023

	Forecast	Budget	Strategic Resource Plan		
	Actual		Projections		
	2018/19	2019/20	2020/21	2021/22	2022/23
	\$'000	\$'000	\$'000	\$'000	\$'000
Staff expenditure					
Operating surplus/(deficit) for the year	54,445	55,114	56,762	59,028	61,394
Employee costs - capital	1,895	1,721.0	1,493	1,545	1,599
Total staff expenditure	56,340	56,835	58,255	60,573	62,993
	FTE	FTE	FTE	FTE	FTE
Staff numbers					
Employees	521.3	527.3	527.3	527.3	527.3
Total staff numbers	521.3	527.3	527.3	527.3	527.3

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

Department	Budget	Comprises			
		Permanent		Casual	Temporary
		Full Time	Part time		
2019/20	\$'000	\$'000	\$'000	\$'000	\$'000
CEO's Office, Governance, People and Communications	4,651	3,944	489	-	218
Shared Services	8,771	7,382	1,003	-	386
City Planning and Community	23,559	12,443	9,543	310	1,263
City Services	17,164	15,641	879	19	625
Total permanent staff expenditure	54,145	39,410	11,914	329	2,492
Other employee related costs	969				
Capitalised labour costs	1,721				
Total expenditure	56,835				

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

Department	Budget	Comprises			
		Permanent		Casual	Temporary
		Full Time	Part time		
2019/20					
CEO's Office, Governance, People and Communications	35.4	29.0	4.4	-	2.0
Shared Services	78.1	63.4	11.0	-	3.7
City Planning and Community	237.2	109.8	112.4	2.2	12.9
City Services	176.5	160.5	9.7	0.2	6.1
Total staff	527.3	362.7	137.5	2.4	24.7

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4. Analysis

This section provides detailed analysis to support and explain the budget reports in the previous sections. This section includes the analysis on the following financial statements.

- 4.1 Comprehensive Income Statement
- 4.2 Balance Sheet
- 4.3 Statement of Changes in Equity
- 4.4 Statement of Cash Flows
- 4.5 Restricted and unrestricted cash and investments
- 4.6 - 4.7 Capital Works Program
- 4.8 Strategic Resource Plan Capital Works Program

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4.1 Comprehensive Income Statement**Income****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.

In developing the Strategic Resource Plan, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the Strategic Resource Planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2019/20 the FGRS cap has been set at 2.50 per cent 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, the average general rate will increase by 2.50 per cent in line with the rate cap (refer below for details).

The 2019/20 total rates and charges income of \$105.81 million is comprised of:

	2018-19		2019/20 Budget	Change	
	Forecast	Actual		Favourable / (Unfavourable)	%
	\$'000		\$'000		
General rates	88,436		91,741	3,305	3.7%
Interest on rates and charges	400		403	3	0.8%
	88,836		92,144	3,308	3.7%
Waste charges	13,114		13,669	555	4.2%
Total rates and charges	101,950		105,813	3,863	8.0%

General rates income of \$91.74 million is included of:

- Base rate revenue of \$90.85 million (maximum allowed per the State Government rate cap).
- New properties/improvements (supplementary rate income) forecasts at \$0.87 million.
- Cultural and recreational land charge in lieu of rates \$0.03 million.

The proposed budget maintains a rebate of the low income "L" Health Care Card. The rebate has been increased in line with the State Government rate cap of 2.50 per cent to \$64.25.

Waste charges are calculated to recover the cost of collecting and disposing waste and is budgeted at \$13.67 million for 2019/20. The standard waste charge for 80 litre garbage, 240 litre recycle and 240 litre garden waste bins is proposed to increase from \$254.50 to \$263.40 or 3.50 per cent. The increase of 3.50 per cent is calculated on a cost recovery basis.

Refer to Combined general rates and waste charges section 4.1.1(p) for total council charges for 2019/20.

The sections below (4.1.1(a) to 4.1.1(p)) provide more detailed analysis of rates and charges to be levied for 2019/20 and incorporates the legislated information to be disclosed regarding rates and charges.

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4.1.1(a) 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	2018/19 cents/\$CIV	2019/20 cents/\$CIV	Change	
			cents/\$CIV	%
Uniform Rate	0.00146783	0.00173236	0.00026453	18.02%

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

Type or class of land	2018/19 \$'000	2019/20 \$'000	Change	
			\$'000	%
Residential	81,374,900	83,224,779	1,849,879	2.3%
Commercial	5,840,639	7,283,276	1,442,637	24.7%
Industrial	343,954	341,032	(2,922)	-0.8%
Cultural and Recreational	28,696	29,413	717	2.5%
Total amount to be raised by general rates	87,588,190	90,878,500	3,290,311	3.8%

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

Type or class of land	2018/19 Number	2019/20 Number	Change	
			Number	%
Residential	47,329	48,368	1,039	2.2%
Commercial	1,740	1,814	74	4.3%
Industrial	202	146	(56)	-27.7%
Cultural and Recreational	17	17	0	0.0%
Total number of assessments	49,288	50,345	1,057	2.1%

4.1.1(d) The basis of valuation to be used is the Capital Improved Value (CIV)**4.1.1(e) 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	2018/19 \$'000	2019/20 \$'000	Change	
			\$'000	%
Residential	55,439	48,041	(7,398)	-13.3%
Commercial	3,979	4,204	225	5.7%
Industrial	234	197	(37)	-16.0%
Cultural and Recreational	58	50	(8)	-14.0%
Total value of land	59,711	52,493	(7,218)	-12.1%

4.1.1(f) The municipal charge under Section 159 of the Act compared with the previous financial year

No municipal charge is proposed for 2019/20

4.1.1(g) The estimated total amount to be raised by municipal charges compared with the previous financial year

No municipal charge is proposed for 2019/20

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4.1.1(h) 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

Type of Charge	Per Rateable	Per Rateable	Change	
	Property 2018/19 \$	Property * 2019/20 \$	\$	%
Residential				
Standard service				
80 litre garbage, 240 litre recycling and 240 litre garden	254.50	263.50	9.00	3.5%
Other waste options				
Charge for larger 120 litre garbage bin	78.00	80.50	2.50	3.2%
Charge for larger 360 litre recycling bin	37.00	38.50	1.50	4.1%
120 litre garbage, 240 litre recycling and 240 litre garden	332.50	344.00	11.50	3.5%
120 litre garbage, 240 litre recycling and 120 litre garden	332.50	344.00	13.00	7.5%
80 litre garbage, 240 litre recycling and 120 litre garden	254.50	263.50	9.00	3.5%
80 litre garbage and 240 litre recycling	254.50	263.50	9.00	3.5%
120 litre garbage and 240 litre recycling	332.50	344.00	11.50	3.5%
Additional 80 litre garbage	169.00	175.00	20.50	7.0%
Additional 120 litre garbage	198.50	205.50	7.00	3.5%
Additional 240 litre recycling	72.50	75.00	2.50	3.4%
Additional 360 litre recycling	109.50	113.50	4.00	3.7%
Additional 120 litre garden	95.50	99.00	6.50	7.1%
Additional 240 litre garden	120.00	124.00	4.00	3.3%
Domestic change bin (charged per change over not per annum)	56.00	58.00	2.00	3.6%
Commercial				
Commercial 240 litre garbage	497.00	514.50	17.50	3.5%
Additional 240 litre commercial garbage	621.00	642.50	21.50	3.5%

* increase rounded to nearest 50 cents

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

Type of Charge	2018/19 \$	2019/20 \$	Change \$	%
Residential				
Standard service				
80 litre garbage, 240 litre recycling and 240 litre garden	10,784,438	11,268,841	484,403	4.5%
Other waste options				
Charge for larger 120 litre garbage bin	1,153,464	1,215,148	61,684	5.3%
Charge for larger 360 litre recycling bin	74,518	79,657	5,139	6.9%
Additional 80 litre garbage	33,631	45,500	11,869	35.3%
Additional 120 litre garbage	143,317	155,769	12,452	8.7%
Additional 240 litre recycling	22,403	24,825	2,422	10.8%
Additional 360 litre recycling	7,884	9,761	1,877	23.8%
Additional 120 litre garden	573	495	(78)	-13.6%
Additional 240 litre garden	77,880	91,760	13,880	17.8%
Supplementary charges during year	50,900	52,700	1,800	3.5%
Commercial				
Commercial 240 litre garbage	367,780	380,730	12,950	3.5%
Additional 240 litre commercial garbage	135,378	147,133	11,755	8.7%
Special accommodation				
Retirement villages & nursing homes	185,043	191,490	6,447	3.5%
MC ²	4,906	5,078	172	3.5%
Total	13,042,115	13,668,885	626,770	4.8%

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

	2018/19 \$	2019/20 \$	Change \$	%
Residential	81,374,900	83,224,779	1,849,879	2.3%
Commercial	5,840,639	7,283,276	1,442,637	24.7%
Industrial	343,954	341,032	(2,922)	27.0%
General rates revenue	87,559,494	90,849,087	3,289,594	3.8%
Cultural and recreational	28,696	29,413	717	2.5%
Supplementary rates	836,000	874,000	38,000	4.5%
Low income rebate	- 12,000	12,000	0	7.0%
Total general rates	88,412,190	91,740,500	3,328,311	3.8%
Waste charges	13,042,115	13,668,885	626,770	4.8%
Total rates and charges	101,454,305	105,409,385	3,955,081	3.9%

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4.1.1(k) Fair Go Rates System Compliance

Manningham City Council is compliant with the State Government's 2.50 per cent maximum average rate increase.

	2018/19	2019/20
Total Rates	\$ 85,632,892	\$ 88,633,508
Number of rateable properties	49,271	50,328
Base Average Rate	\$ 1,738.00	\$ 1,761.12
Maximum Rate Increase (set by the State Government)	2.25%	2.50%
Capped Average Rate	\$ 1,777.10	\$ 1,805.15
Maximum General Rates Revenue	\$ 87,559,494	\$ 90,849,589
Budgeted General Rates Revenue	\$ 87,559,494	\$ 90,849,087
Budgeted Supplementary Rates	\$ 836,000	\$ 874,000
Budgeted Total Rates Revenue	\$ 88,395,494	\$ 91,723,087

4.1.1(l) 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 (2019/20: estimated \$874,000 and 2018/19: \$836,000)
- 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
- Changes of use of land such that residential land becomes business land and vice versa

4.1.1(m) Differential rates

No differential rates are proposed for 2019/20

4.1.1(n) Cultural and recreational land; charges in lieu of rates

In accordance with Section 4(4) of the Cultural and Recreational Lands Act 1963, Cultural and Recreational Lands to be charged in lieu of rates as per the below schedule:

Club	Address	Charges in lieu of rates for 2019/20
Veneto Club	191 Bulleen Road, Bulleen	\$ 17,454
Yarra Valley Country Club	9-15 Templestowe Road, Bulleen	\$ 16,414

4.1.1(o) Interest on overdue rates and charges

Interest is charged under the Local Government Act on overdue rates and charges debts. Interest rate is prescribed in Victoria's Penalty Interest Rate Act.

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4.1.1(p) Combined general rates and waste charges

The combined general rates and waste charges for an average property is expected to increase by 2.63 per cent as detailed below:

	2018/19	2019/20	Change	
	\$	\$	\$	%
Property value	\$ 1,199,810	\$ 1,042,012	-\$ 157,798	-13.2%
Rate in \$	\$ 0.00146783	\$ 0.00173236	\$ 0.00026453	18.0%
General rate (property value x rate in \$)	\$ 1,761.12	\$ 1,805.15	\$ 44.03	2.5%
Standard waste charge	\$ 254.50	\$ 263.50	\$ 9.00	3.5%
Total rates and waste charges	\$ 2,015.62	\$ 2,068.65	\$ 53.03	2.6%

4.1.2 Statutory fees and fines

	Forecast Actual 2018/19	Budget 2019/20	Change	
	\$'000	\$'000	\$'000	%
Town planning fees	1,640	1,663	23	1.4%
Infringements and costs	1,120	1,364	244	21.8%
Land and property information certificates	403	398	(5)	-1.2%
Asset protection permits	300	358	58	19.3%
Total statutory fees and fines	3,463	3,783	320	9.2%

Statutory fees and fines are projected to increase mainly due to local law infringements (parking and animal infringements). These fees and fines are levied in accordance with legislation and the decision to increase is not made by Council, but by the State Government under various legislations.

4.1.3 User fees

	Forecast Actual 2018/19	Budget 2019/20	Change	
	\$'000	\$'000	\$'000	%
Hall hire and function centre charges	1,910	2,026	116	6.1%
Rent of Council facilities	1,711	1,833	122	7.1%
Registration fees (Animal, Food & Health)	1,170	1,217	47	4.0%
Chargeable work fees	814	919	105	12.9%
Aged care services fees	804	829	25	3.1%
Leisure centre management fees	531	708	177	33.3%
Town planning fees	600	588	(12)	-2.0%
Advertising fees	290	560	270	93.1%
Social and community services charges	529	405	(124)	-23.4%
Culture and recreation fees	228	232	4	1.8%
Economic & community wellbeing fees	92	65	(27)	-29.3%
Other fees and charges	1,071	764	(307)	-28.7%
Total user fees	9,750	10,146	396	4.1%

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User charges primarily relate to the recovery of service delivery costs through the charging of fees to users of Council's services. For 2019/20, total user fees are projected to increase by \$0.40 million or 4.06 per cent. The increase is mainly due to:

- advertising income from bus shelters in the municipality is forecast to increase over the year by \$0.27 million;
- an anticipated increase in usage of Council's Aquatic and Leisure facility (Aquarena) resulting in an increase of the management fee of \$0.18 million;
- commercial rent from Council owned commercial properties is expected to increase over the year by \$0.12 million; and
- an expected increase in demand for function centre and hall hire facility attributable to an increase in usage income of \$0.12 million in 2019/20, partly offset by:
 - a reduction in Other fees and charges related to the sale of rating valuation data to the State Revenue Office as a result of transfer of valuation function to the Valuer General Office. This will result in a corresponding reduction in valuation costs; and
 - a reduction in aged care user charges following Council's decision not to seek a new contract for Home and Community Care for Younger People in 2019/20.

4.1.4 Grants

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

	Forecast Actual	Budget	Change	
	2018/19 \$'000	2019/20 \$'000	\$'000	%
Summary of grants				
Commonwealth funded grants	8,022	10,014	1,992	24.8%
State funded grants	3,846	3,265	(581)	-15.1%
Community/club contributions	1,378	126	(1,252)	-90.9%
Total grants received	13,246	13,405	159	1.2%

	Forecast Actual	Budget	Change	
	2018/19 \$'000	2019/20 \$'000	\$'000	%
(a) Operating Grants				
Recurrent - Commonwealth Government				
Operating surplus/(deficit) for the year	1,274	2,648	1,374	107.8%
Aged care	5,673	5,850	177	3.1%
Food services	265	272	7	2.6%
Recurrent - State Government				
Aged care	1,023	30	(993)	-97.1%
Maternal and child health	765	815	50	6.5%
Family and children	665	768	103	15.5%
School crossing supervisors	240	246	6	2.5%
Open space and bushland	151	74	(77)	-51.0%
Community health	145	72	(73)	-50.3%
Immunisation	82	84	2	2.4%
Emergency services	80	80	-	-
Community safety	54	54	-	-
Food services	4	-	-	-
Other	57	61	4	7.0%
Total recurrent grants	10,478	11,054	580	5.5%

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	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change \$'000	%
Non-recurrent - State				
Emergency services	160	-	160	-100.0%
Other	136	-	136	-100.0%
Non-recurrent - Other				
Community safety	42	38	4	-9.5%
Arts and culture	65	-	65	-100.0%
Total non-recurrent grants	403	38	365	-90.6%
Total operating grants	10,881	11,092	211	1.9%
(b) Capital Grants				
Recurrent - Commonwealth Government				
Roads to recovery	402	402	-	-
Financial Assistance Grants	408	842	434	106.4%
Recurrent - State Government	-	-	0	0.0%
Total recurrent grants	810	1,244	434	53.6%
Non-recurrent - Commonwealth Government				
Non-recurrent - State Government				
Pettys Reserve Sporting Development - Stage 2	-	800	800	100.0%
Female Friendly Sporting Facility upgrades	209	-	(209)	-100.0%
Road Safety Improvements - Local Roads		131	131	100.0%
Mullum Mullum Linear Park Stage 3	65	-	(65)	-100.0%
Park Orchards BMX	10	-	(10)	-100.0%
Koonung Park Management Plan		50		
Non-recurrent - Community/Club contributions				
Mullum Mullum Highball Facility - Solar Panels	850	-	(850)	-100.0%
Colman Park Pavilion Upgrade	125	-	(125)	-100.0%
Domeney Reserve Pavilion Upgrade	84	-	(84)	-100.0%
Sportsground Refurbishment	75	-	(75)	-100.0%
Tennis Court Strategy Implementation	66	68	2	3.0%
Warrandyte Tennis Club - Decking	40	-	(40)	-100.0%
Warrandyte Lions Park Redevelopment	-	20	20	100.0%
Others	31	-		
Total non-recurrent grants	1,555	1,069	(486)	-31.3%
Total capital grants	2,365	2,313	(52)	-2.2%
Total Grants	13,246	13,405	159	1.2%

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Total grants include monies received from Federal, State and community sources for the purpose of funding the delivery of services to ratepayers and capital works program. Overall the total grants is forecast to remain at the current level. Major changes in each major category relate to:

Operating grants

- The increase in the Financial Assistance Grant is due to timing of the grant payment. The budget assuming the full payment for the 2019/20 to be received in the year that is due, rather than receipt of 50 per cent of 2018/19 payment in late June 2018; partly offset by
- a reduction of Aged Care Services grant following the decision to not enter into a new agreement for the Home and Community Care Program for Younger People (\$0.76 million in 2018/19, nil 2019/20).

Capital grants

- a one-off Private partnership contribution of \$0.85 million in 2018/19 for Mullum Mullum Highball facility solar panel project; partly offset by
- State Government grant of \$0.80 million for Pettys Reserve Sporting Development project.

4.1.5 Contributions

	Forecast Actual	Budget	Change	
	2018/19	2019/20	\$'000	%
	\$'000	\$'000	\$'000	%
Monetary	4,500	7,982	3,482	77.4%
Non-monetary	6,500	1,000	(5,500)	-84.6%
Total contributions	11,000	8,982	(2,018)	-18.3%

Total contributions include cash and non-cash contributions by developers in regard to open space, development contribution plans (DCP) and value of lands, roads and footpaths transferred to council ownership by developers.

With strong development occurring in Manningham in recent years contributions have been at high levels. In 2019/20 revenues are forecast to increase following the introduction of mandatory (and higher) open space contributions into the planning scheme for developments with more than 2 dwellings, open space contributions is forecast to remain high in the future years. The budgeted cash contributions for 2019/20 includes \$1.33 million in Doncaster Hill DCP and \$6.65 million open space contributions. All monetary contributions are placed in a cash backed reserve to fund future capital works projects.

4.1.6 Other income

	Forecast Actual	Budget	Change	
	2018/19	2019/20	\$'000	%
	\$'000	\$'000	\$'000	%
Interest	1,895	1,785	(110)	-5.8%
Profit on asset sales	852	95	(757)	-88.8%
Royalties	1,110	1,148	38	3.4%
Other	304	327	23	7.6%
Total other income	4,161	3,355	(806)	-19.4%

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Other income is projected to decrease by \$0.81 million or 19.37 per cent compared to 2018/19. The change mainly relates to:

- the forecast actual for 2018/19 includes the sale of surplus property at 385-395 Manningham Road, Doncaster which contributed \$0.62 million of the 2018/19 profit, where the only asset sales in 2019/20 relate to the ongoing replacement of plant and machinery as part of the plant replacement strategy.
- Surplus cash is invested in accordance with Council's Investment Policy which attempts to maximise interest revenue within a controlled and risk mitigated manner. Council is projected to earn \$1.79 million of interest revenue during 2019/20 to support the delivery of operational services.

Expenditure

4.1.7 Employee costs

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change \$'000	%
Salaries and wages (gross)	56,340	56,835	495	0.9%
Capitalised labour	(1,895)	(1,721)	174	-9.2%
Total employee costs	54,445	55,114	669	1.2%

Council provides services to our community through a combination of directly employed staff and services purchased from contractors. The extent that a service is provided by staff or contractors (or combination of both as is often the case) is determined on a service by service basis. This approach provides both an efficient and flexible approach to service delivery.

Employee costs include staff employed directly by Council, superannuation, workcover and other salary on costs, staff involved in design, supervision and construction work on projects in the capital works program and temporary staff from agencies.

Total employee costs are forecast to increase by \$0.67 million or 1.2 per cent. The increase is in line with our Enterprise Bargaining Agreement (headline increase of 2.00 per cent or \$27.00 per week) and includes 1.5 FTE fully funded by the North East link Authority for North East Link project coordination.

4.1.8 Materials and services

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change \$'000	%
Waste contracts	10,962	11,249	287	2.6%
Parks, sporting reserves, street trees and bushland maintenance	4,679	4,671	(8)	-0.2%
Roads, drainage and other infrastructure repairs and maintenance	2,780	2,985	205	7.4%
Community building repairs and maintenance	1,418	1,433	15	1.1%
Community events and services	560	1,140	580	103.6%
Fleet costs	865	886	22	2.5%
Aged care services	464	424	(40)	-8.6%
General materials and services	2,760	3,674	913	33.1%
Total materials and services	24,488	26,462	1,974	8.1%

Council has outsourced many services (or part thereof) as a way of improving efficiency and to provide a more flexible service delivery model. Overall total materials and services are projected to increase by \$1.97 million or 8.06 per cent compared to 2018/19. Key movement in materials and services relate to:

- Waste collection and disposal services operates on a contract service delivery model. Contract costs for this service are budgeted to increase by \$0.29 million or 2.62 per cent as reflects a growth in the number of properties that a waste service is provided to and a general escalation on the existing contract;

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- Road, drainage and other infrastructure repairs and maintenance is budgeted to increase by \$0.21 million or 7.37 per cent. This mainly relates to a forecast increase in the cost of material and contract prices beyond CPI for a range of service inputs such as asphalt, concrete and other road construction and building materials;
- Community events and services include \$0.64 million of Council funded Youth, Volunteering and Emergency Counselling services purchased through a contract arrangement - these were previously paid under a grant arrangement and shown under the community grants and contributions line item; and
- General materials and services represents a wide range of materials and services consumed in the provision of our wide range of services to the community. This category is forecast to increase by \$0.91 million or 33.09 per cent. The key variance relates to new expense budgets to fund increased maintenance obligations arising from new assets and growth in population and property numbers. The increase also includes general cost escalation in the price of material and services.

4.1.9 Utilities

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change	
			\$'000	%
Utilities	2,079	2,172	93	4.5%
Rent and outgoings	504	700	196	38.9%
Total utilities	2,583	2,872	289	11.2%

Utilities include electricity, gas, water and street lighting costs and is projected to increase by 4.47 per cent in 2019/20. The increase in rent and outgoings relate to a change in accounting treatment for lease costs associated with land that Council leases from the Department of Health and which Council then sublets to Mannacare (Manningham based community care and residential aged care organisation). The lease costs are now included as an expense under rent and outgoings and a corresponding income under user fees and charges.

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4.1.10 Community grants / contributions

	Forecast Actual	Budget	Change	
	2018/19 \$'000	2019/20 \$'000	\$'000	%
Library contributions	3,737	3,830	93	2.5%
Community grants	1,968	1,372	(596)	-30.3%
Total community grants / contributions	5,705	5,202	(503)	-8.8%

Community grants are provided to a wide range of community groups to support community development throughout the municipality. The group includes Council's library services operated by the Whitehorse Manningham Regional Library Corporation.

The key variance relates to a new procurement model where \$0.64 million of Council funded Youth, Volunteering and Emergency Counselling services are now purchased through a contract arrangement and included under the materials and services line item (refer 4.1.8 above).

4.1.11 Finance costs

Finance costs relate to interest charged by financial institutions on funds borrowed. The projected reduction in finance costs of \$0.18 million follows Council's proposal for the early repayment of a \$7.28 million of loan in November 2019. This will result in Manningham being debt free.

4.1.12 Depreciation and amortisation

	Forecast Actual	Budget	Change	
	2018/19 \$'000	2019/20 \$'000	\$'000	%
Roads, drains, bridges and other infrastructure	14,848	15,445	597	4.0%
Property (buildings)	3,885	3,636	(249)	-6.4%
Plant, machinery and other assets	1,790	1,980	190	10.6%
Computers and telecommunications	359	927	568	158.2%
Total depreciation	20,882	21,988	1,106	5.3%
Intangible assets	1,132	1,694	562	49.6%
Total depreciation and amortisation	22,014	23,682	1,668	7.6%

Depreciation and amortisation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's property, plant / equipment, infrastructure assets such as roads and drains and software. The increase of \$1.67 million is due mainly to the completion of the capital works program and the full year impact of depreciation and amortisation of the 2018/19 capital program.

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4.1.13 Other expenses

	Forecast	Actual	Budget	Change	
	2018/19	2019/20	2019/20	\$'000	%
Software licences	2,157	2,949	2,949	792	36.7%
Consultants	1,423	1,859	1,859	436	30.6%
Legal expenses	740	996	996	256	34.6%
Insurance	638	638	638	0	0.0%
Data communications and telephone	540	454	454	(86)	-15.9%
Leases	541	553	553	12	2.2%
Postage	347	438	438	91	26.2%
Councillor allowances	311	317	317	6	1.9%
Other service delivery costs	3,654	3,769	3,769	115	3.1%
Total other expenses	10,351	11,973	11,973	1,622	15.7%

Other expenses are forecast to increase by \$1.62 million or 15.67 per cent and included a variety of costs incurred to provide and support the wide variety of services that Council delivers.

- Software licences are budgeted to increase by \$0.79 million or 36.72 per cent and this relates to the new corporate systems that are being implemented through the Citizen Connect program. These include the Customer Relationship Management, data warehouse, assets and project management systems and a range of other operational systems to improve our efficiency and customer service.
- Consultants are used to acquire specialist knowledge and advice that is not available in-house. The increase relates to one-off allocation of \$0.50 million for the Property Investment Portfolio due diligence project. The budget also includes \$0.15 million for North East Link project advocacy.
- Legal expenses include \$0.30 million related to costs incurred in representing Council's views under the North East Link Environmental Effects Statement.
- Other service delivery costs included items like advertising, bank fees, general office expenses, staff training, function centre catering, fire services contributions, corporate memberships. This line item is projected to increase by \$0.12 million mainly attributable to general cost escalation in the price of services that Council acquires.

4.2 Balance Sheet

4.2.1 Current assets

Current assets include cash and cash equivalents (cash held in bank accounts and term deposits or other highly liquid investments with term of three months or less), other financial assets (term deposits with term between three and twelve months) and monies owed to Council by ratepayers and others.

As at 30 June 2020, total current assets are projected to decrease by \$12.49 million mainly due to extensive capital works program in 2019/20 (including \$9.37 million of carried forward works funded in 2018/19 that will be completed in 2019/20).

4.2.2 Non-current assets

Property, infrastructure, plant & equipment represents and intangible represents 99.9 per cent of Council's non-current assets. During 2019/20, these assets are projected to increase by \$27.21 million as a result of the capital works program (\$50.35 million) partly offset by depreciation/amortisation of assets (\$23.68 million).

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4.2.3 Current liabilities

Total current liabilities (obligations to pay within the next twelve months) are budgeted to decrease by \$5.33 million in 2019/20 and mainly relates to repayment of \$7.28 million of loan in November 2019. The reduction in interest-bearing loan is partly offset by an increase in trust funds and deposits (\$1.00 million) and provisions and trade payables (\$0.90 million).

4.2.4 Non-current liabilities

Total non-current liabilities are projected to remain at the same level of 2018/19. Non-current liabilities of \$0.87 million relates to employee entitlements of long service leave.

4.2.5 Borrowings

The table below shows information on borrowings specifically required by the Regulations. In November 2019, Council is proposing to fully repay interest-bearing loan of \$7.28 million.

	2018/19 \$'000	2019/20 \$'000
Amount borrowed as at 30 June of the prior year	7,279	7,279
Amount proposed to be borrowed	-	-
Amount projected to be redeemed	-	(7,279)
Amount of borrowings as at 30 June	7,279	-

4.3 Statement of Changes in Equity

Equity is the difference between the value of the total assets and value of total liabilities. It represents the net worth of Council as at 30 June and is made up of the following components:

- Accumulated surplus is the value of all the net assets less reserves that have accumulated over time. For the year ending 30 June 2020, the accumulated surplus is budgeted to increase by \$18.47 million chiefly as a result of 2019/20 operating surplus.
- Asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuations and is projected to remain at the 208/19 level.
- Other reserves which 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. This component includes Public Resort and Recreation and Family Day Care Workcover reserves. These amounts are transferred from the accumulated surplus of the Council to be separately disclosed and is budgeted to increase by \$1.58 million in 2019/20 as a result of net contributions from developers to be used in the future.

4.4 Statement of Cash Flows

4.4.1 Net cash flows provided by/used in operating activities

Cash flows from operating activities is budgeted to increase by \$4.42 million. The increase mainly relates to an increase of \$3.48 million in developers contributions in regard to open space and development contribution plan and an increase in general rates of \$3.27 million. The increase is partly offset by an increase in payments to suppliers. Refer to Section 4.1 'Comprehensive Income Statement' for detailed analysis.

4.4.2 Net cash flows provided by/used in investing activities

Cash outflows from investing activities are projected to decrease by \$0.45 million primarily due to high level of capital works program partly offset by \$21.00 million of term deposits to be redeemed during 2019/20 and transferred to cash.

4.4.3 Net cash flows provided by/used in financing activities

Council is proposing to fully repay an interest-bearing loan of \$7.28 million during 2019/20.

4.5 Restricted and unrestricted cash and investments

Total cash and financial investments held by Council are restricted in part, and not fully available for Council's operations. The budgeted cash flow statement (Section 3) indicates that Council is estimating at 30 June 2020 that it will have total cash and investments of \$71.65 million, which has been restricted as shown in the following table.

	Notes	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change Fav / (Unfav) \$'000
Total cash and investments		83,780	71,652	(12,128)
Restricted cash and investments				
Statutory reserves	4.5.1			
- Resort and recreation reserve		(6,804)	(8,380)	(1,576)
- Waste initiatives		(9,843)	(9,888)	(45)
		(16,647)	(18,268)	(1,621)
Other restricted cash	4.5.2			
- Trust funds and deposits		(13,294)	(14,294)	(1,000)
- Cash held to fund carry forward capital works		(10,217)	(850)	9,367
		(23,511)	(15,144)	8,367
Unrestricted cash and investments	4.5.3	43,622	38,240	(5,382)
Intended use of cash	4.5.4			
- Loan repayment		(3,640)	-	3,640
- Superannuation Defined Benefits liability		(5,000)	(6,500)	(1,500)
- Asset sale proceeds to fund capital works		(5,006)	(4,510)	496
- Family Day Care workcover liability		(196)	(196)	0
Unrestricted cash adjusted for intended use for cash	4.5.5	29,780	27,034	(2,746)

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4.5.1 Statutory reserve

These funds must be applied for specified statutory purposes in accordance with various legislative requirements. While these funds can earn interest revenues for Council, the funds are not available for other purposes.

During 2019/20, statutory reserves are projected to increase by \$1.62 million due mainly to high level of resort and recreation contributions from developers. These funds are used to fund future capital works as part of the capital works program.

4.5.2 Other restricted cash

Council receives refundable deposits and other trust funds. This includes contractor deposits, landscape bond, bonds for the hire of Council facilities and other work bonds. In addition, other restricted reserve includes cash held for committed capital works budgeted but not completed in 2018/19 financial year.

4.5.3 Unrestricted cash and investments

These funds are free of all specific Council commitments and represents funds available to meet daily cash flow requirements, unexpected short term needs and any budget commitments which will be expended in the following year. Council regards these funds as necessary to ensure that it can meet its commitments as and when they fall due without borrowing further funds. For the 2019/20, these funds are expected to decrease by \$5.38 million.

4.5.4 Intended use of cash

This group includes cash set aside for specific future purposes by Council which is not subject to any external restriction or legislative requirements. As at 30 June 2020, Council is forecasting to have cash reserves of \$11.21 million for future intended uses. This includes:

- Council has set aside \$6.50 million to fund a potential future defined benefits superannuation call. The last call was in 2012 and resulted in a \$7.90 million unbudgeted cost to Council. The allocation of part of Council's cash reserves to fund a future call is a prudent financial strategy.
- Proceeds from sale of assets set aside to fund future capital works. As at 30 June 2020, it is expected that Council will have \$4.51 million set aside for this purpose.

4.5.5 Unrestricted cash adjusted for intended use of cash

Council is forecasting to hold \$27.03 million in cash without commitments or intended use as at 30 June 2020. This level is considered appropriate for Council's current financial sustainability, however noting that one of Council's financial goals is to improve long term financial sustainability which includes increasing the level of cash held in reserve.

4.6 Capital Works Program

This section presents an overview of the capital works projects to be undertaken in 2019/20 by carried forward works and new works by expenditure type.

4.6.1 Carried forward works

At the end of each financial year there are projects which are either incomplete or not commenced, due to planning issues, weather delays and extended consultation. For the 2018/19 year, it is forecast that there will be \$9.37 million of works funded in 2018/19 that will be completed in 2019/20.

These projects include Jumping Creek Road upgrade King Street upgrade (\$2.25 million), Drainage Strategy advanced design and implementation (\$1.48 million), Plant Replacement Program (\$0.90 million) and Road Management Strategy upgrades (\$0.70 million). Refer to Section 4.7.3 Capital Works Program for project details.

4.6.2 New works

Property (\$5.81 million)

For the 2019/20 year, \$5.81 million will be expended on building and building improvement projects including community facilities, sports facilities and pavilions:

- \$3.46 million for the ongoing refurbishment and renewal of Council's building assets;
- \$1.00 million for Boronia Reserve Pavilion redevelopment; and
- \$1.00 million to upgrade Domeney Reserve Pavilion.

Plant and equipment (\$4.39 million)

The significant projects include implementation of new corporate systems to improve efficiency and customer service (\$2.31 million), ongoing cyclical replacement of the plant and vehicle fleet (\$1.39 million) and upgrade/replacement of information technology equipment and hardware at Council workplaces (\$0.65 million).

Infrastructure (\$30.78 million)

Infrastructure includes roads, footpaths and cycleways, drainage, recreation, leisure and community facilities, parks, open space and streetscapes and off street car parks. For the 2019/20 year, Council is forecasting to spend \$30.78 million on total infrastructure and major projects in each category are listed below:

Roads (\$13.18 million)

- \$7.53 million for the ongoing refurbishment and renewal of local road resurfacing and rehabilitation;
- \$3.47 million for Council's Road Management Strategy Upgrades Program;

Footpaths and cycleways (\$2.90 million)

- \$2.54 million to design and construct new local footpaths;
- \$0.36 million on Bicycle Strategy implementation;

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Drainage (\$4.27 million)

- \$3.99 million allocation for the implementation of Council's Drainage Strategy to protect properties from inundation;
- \$0.28 million on the refurbishment and renewal of the drainage network;

Recreation, leisure and community facilities (\$5.40 million)

- \$3.45 million for Pettys Reserve Sporting development - Stage 2;
- \$0.75 million on the replacement of playground equipment and facilities;
- \$0.65 million for LED replacement of mercury lamps in decorative lights;
- \$0.15 million for the Waldau Precinct Masterplan;

Parks, open space and streetscapes (\$5.02 million)

- \$1.24 million for the Rieschiecks Reserve Management Plan implementation;
- \$1.01 million for the ongoing refurbishment and renewal of Council's passive and open space assets;
- \$0.58 million for upgrades and improvements to Neighbourhood and Local Activity Centres;
- \$0.41 million for the Warrandyte Lions Park redevelopment; and
- \$0.40 million for main Yarra Trail extension to Warrandyte project;

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4.7 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2019/20 year, classified by expenditure type and funding source. Works are also disclosed as current budget or carried forward from prior year.

4.7.1 Summary

	Forecast Actual 2018/19 \$'000	Budget 2019/20 \$'000	Change	
			\$'000	%
Property	2,862	6,560	3,698	129.21%
Plant and equipment	5,562	6,470	908	16.33%
Infrastructure	21,635	37,316	15,681	72.48%
Total	30,059	50,346	20,287	67.49%

	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Council cash \$'000	Grants & contrib \$'000	Reserves \$'000	Asset sales \$'000
Property	6,560	1,267	4,629	455	210	5,640	-	920	-
Plant and equipment	6,470	1,221	4,667	583	-	5,720	200	-	550
Infrastructure	37,316	11,331	18,745	5,289	1,951	28,376	2,313	6,131	496
Total	50,346	13,818	28,040	6,327	2,161	39,736	2,513	7,051	1,046

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4.7.2 Current Budget

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Council cash \$'000	Grants & contrib \$'000	Reserves \$'000	Asset sales \$'000
PROPERTY									
Building Improvements									
1 Female Friendly Sports Facilities Upgrade	250	88	63	100	-	50	-	200	-
3 Pines and Ajani - Solar PV and Storage	84	84	-	-	-	84	-	-	-
Buildings									
4 Boronia Reserve Pavilion Redevelopment	1,000	500	250	150	100	680	-	320	-
6 Dorney Reserve Pavilion Upgrade	1,000	500	250	150	100	600	-	400	-
7 Building Renewal Program	3,458	-	3,458	-	-	3,458	-	-	-
Art Works									
8 Art Collection Conservation	10	-	10	-	-	10	-	-	-
9 Public Art Program	10	10	-	-	-	10	-	-	-
TOTAL PROPERTY	5,812	1,182	4,031	400	200	4,892	-	920	-
PLANT AND EQUIPMENT									
Computers and Telecommunications									
10 Computer Server Replacement Program	69	-	69	-	-	69	-	-	-
11 GIS/GPS Initiatives	28	-	28	-	-	28	-	-	-
12 IT Strategy Initiatives	249	-	249	-	-	249	-	-	-
14 Other Computer Infrastructure Program	69	-	69	-	-	69	-	-	-
15 Smart Cities - Smarter Flows in Activity Centres	200	200	-	-	-	-	200	-	-
Intangibles									
16 Citizen Connect Customer Relationship Management	485	243	243	-	-	485	-	-	-

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Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Council cash \$'000	Grants & contrib \$'000	Reserves \$'000	Asset sales \$'000
17 Contract Management System	170	170	-	-	-	170	-	-	-
18 Information Architecture & Analytics	535	-	268	268	-	535	-	-	-
19 IT Base Asset Renewal	934	-	701	234	-	934	-	-	-
20 IT Security Initiatives	185	185	-	-	-	185	-	-	-
Plant, Machinery and Equipment									
22 Plant Replacement Program	1,398	-	1,398	-	-	848	-	-	550
Fixtures, Fittings and Furniture									
23 Furniture & Equipment Replacement Program	69	-	69	-	-	69	-	-	-
TOTAL PLANT AND EQUIPMENT	4,391	798	3,093	501	-	3,641	200	-	550

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Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Council cash \$'000	Grants & contrib \$'000	Reserves \$'000	Asset sales \$'000
INFRASTRUCTURE									
Roads									
25 Forward design of Road and Building Projects	326	196	130	-	-	326	-	-	-
26 Bus Bay Construction Program	55	55	-	-	-	-	55	-	-
27 Bus Shelter Installation Program	150	150	-	-	-	150	-	-	-
28 Jumping Creek Road upgrade	916	321	366	137	92	916	-	-	-
30 AMS Project Management & Administration	126	-	126	-	-	126	-	-	-
31 Road Management Strategy - Link Road Safety	150	15	45	60	30	150	-	-	-
32 Road Management Strategy - Upgrades	3,468	347	1,387	1,040	694	2,966	502	-	-
33 Road Safety Improvements - Collector and Link Roads	74	37	19	11	7	-	74	-	-
34 Road Safety Improvements - Local Roads	138	69	35	21	14	-	138	-	-
36 Road, Reserve & Drainage AMS	7,532	-	7,532	-	-	7,532	-	-	-
37 Traffic Control Devices - Council Link Roads	68	34	-	17	17	-	68	-	-
38 Traffic Control Devices - Local Roads	41	8	12	12	8	-	41	-	-
39 Traffic Management LATM Construction	137	41	41	27	27	-	137	-	-
Footpaths and Cycleways									
40 Bicycle Strategy Implementation	360	144	108	72	36	-	360	-	-
41 Local Footpath Advanced Design and Construction	1,725	1,294	431	-	-	1,725	-	-	-
42 New Footpath Construction	818	736	82	-	-	818	-	-	-
Drainage									
43 Drainage Strategy Advanced Design and Implementation	3,993	1,078	1,597	1,318	-	3,993	-	-	-
44 Miscellaneous Drainage Improvements	277	94	91	91	-	277	-	-	-

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Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Council cash \$'000	Grants & contrib \$'000	Reserves \$'000	Asset sales \$'000
Recreational, Leisure & Community Facilities									
45 Pettys Reserve Sporting Development - Stage 2	3,450	1,173	1,139	690	449	-	800	2,650	-
46 LED Replacement of Mercury Lamps in Decorative Lights	645	-	484	161	-	-	-	645	-
47 Leisure & Community Asset Renewal Program	51	-	51	-	-	51	-	-	-
49 Miscellaneous General Leisure Replacements and Upgrades	150	113	38	-	-	150	-	-	-
50 Playspaces Development Program	753	377	377	-	-	-	-	753	-
52 Sportsground Refurbishment / Drainage Program	62	17	25	20	-	62	-	-	-
53 Tennis Court Strategy Implementation Program	138	35	69	35	-	70	68	-	-
54 Waldau Precinct Masterplan	152	68	5	79	-	152	-	-	-
Parks, Open Space and Streetscapes									
62 Hepburn Reserve Development	50	50	-	-	-	-	-	50	-
63 Small Reserves Concept Plan Implementations	42	42	-	-	-	-	-	42	-
65 Koonung Creek Linear Park Management Plan Implementation	52	39	13	-	-	-	-	52	-
66 Koonung Park Management Plan	163	122	41	-	-	21	50	92	-

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Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Council cash \$'000	Grants & contrib \$'000	Reserves \$'000	Asset sales \$'000
67 Lawford Reserve Development Plan Implementation	120	96	24	-	-	-	-	120	-
69 Main Yarra Trail Extension to Warrandyte	400	300	100	-	-	400	-	-	-
70 Miscellaneous Open Space Projects	28	28	-	-	-	-	-	28	-
72 Neighbourhood Activity Centres	583	175	233	117	58	583	-	-	-
73 Open Space Development Program	300	300	-	-	-	-	-	300	-
75 Passive & Open Space Renewal Program	1,006	-	1,006	-	-	1,006	-	-	-
76 Rieschiecks Reserve Management Plan Implementation	1,240	930	310	-	-	-	-	744	496
77 Ruffey Creek Linear Park	165	124	41	-	-	165	-	-	-
78 Ruffey Lake Park Development	240	180	60	-	-	-	-	240	-
79 Street Lighting Replacement Program	41	-	21	10	10	41	-	-	-
80 Tullamore Interface Park Upgrade	181	45	45	91	-	-	-	181	-
81 Warrandyte Lions Park Redevelopment	410	308	103	-	-	156	20	234	-
TOTAL INFRASTRUCTURE	30,776	9,139	16,185	4,010	1,442	21,836	2,313	6,131	496
TOTAL NEW CAPITAL WORKS	40,979	11,118	23,308	4,911	1,642	30,369	2,513	7,051	1,046

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4.7.3 Works carried forward from the 2018/19 year

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Council cash c/f \$'000	Grants & contrib \$'000	Reserves \$'000	Asset sales \$'000
PROPERTY									
Building Improvements									
1 Female Friendly Sports Facility Upgrades	100	35	25	40	-	100	-	-	-
Buildings									
6 Dorney Reserve Pavilion Upgrade	100	50	25	15	10	100	-	-	-
7 Building Renewal Program	548	-	548	-	-	548	-	-	-
TOTAL PROPERTY	748	85	598	55	10	748	-	-	-
PLANT AND EQUIPMENT									
Computers and Telecommunications									
11 GIS/GPS Initiatives	80	-	80	-	-	80	-	-	-
14 Other Computer Infrastructure Program	145	-	145	-	-	145	-	-	-
15 Smart Cities - Smarter Flows in Activity Centres	31	31	-	-	-	31	-	-	-
Intangibles									
16 Citizen Connect Customer Relationship Management	736	368	368	-	-	736	-	-	-
18 Information Architecture and Analytics	163	-	82	82	-	163	-	-	-
21 Online Services City Approvals and Compliance	24	24	-	-	-	24	-	-	-
Plant, Machinery and Equipment									
22 Plant Replacement Program	900	-	900	-	-	900	-	-	-
Fixtures, Fittings and Furniture									
<i>Insert detailed list</i>	-	-	-	-	-	-	-	-	-
TOTAL PLANT AND EQUIPMENT	2,079	423	1,575	82	-	2,079	-	-	-

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Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Council cash c/f \$'000	Grants & contrib \$'000	Reserves \$'000	Asset sales \$'000
INFRASTRUCTURE									
Roads									
25 Forward design of Road and Building Projects	480	288	192	-	-	480	-	-	-
28 Jumping Creek Road Upgrade	2,250	788	900	338	225	2,250	-	-	-
32 Road Management Strategy - Upgrades	700	70	280	210	140	700	-	-	-
39 Traffic Management LATM Construction	80	24	24	16	16	80	-	-	-
Footpaths and Cycleways									
40 Bicycle Strategy Implementation	170	68	51	34	17	170	-	-	-
41 Local Footpath Advanced Design and Construction	110	83	28	-	-	110	-	-	-
Drainage									
43 Drainage Strategy Advanced Design and Implementation	1,480	400	592	488	-	1,480	-	-	-
Recreational, Leisure & Community Facilities									
50 Playspaces Development Program	187	94	94	-	-	187	-	-	-
53 Tennis Court Strategy Implementation Program	258	65	129	65	-	258	-	-	-
55 Highball Infrastructure Plan Stage 2	78	-	-	-	78	78	-	-	-
56 MTLC Netball Pavilion Upgrade (Templestowe)	250	125	63	63	-	250	-	-	-
Parks, Open Space and Streetscapes									
71 Mullum Mullum Creek Linear Park / Currawong - Stage 1	30	23	8	-	-	30	-	-	-
72 Neighbourhood Activity Centres	332	100	133	66	33	332	-	-	-
75 Passive & Open Space Renewal Program	45	-	45	-	-	45	-	-	-
83 Finns Reserve Changing Places Facility	90	68	23	-	-	90	-	-	-
TOTAL INFRASTRUCTURE	6,540	2,192	2,559	1,279	509	6,540	-	-	-
TOTAL CARRIED FORWARD CAPITAL WORKS 2018/19	9,367	2,700	4,732	1,416	519	9,367	-	-	-

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4.8 Strategic Resource Plan Capital Works Program

Capital Works Area	Total 4 year Program \$'000	Year			
		2019-20 \$'000	2020-21 \$'000	2021-22 \$'000	2022-23 \$'000
PROPERTY					
Building Improvements					
1 Female Friendly Sports Facilities Upgrade	350	350	-	-	-
2 Civic Office / Depot Upgrades	227	-	72	76	79
3 Pines and Ajani - Solar PV and Storage	84	84	-	-	-
Buildings					
4 Boronia Reserve Pavilion Redevelopment	1,000	1,000	-	-	-
5 Deep Creek Pavilion Redevelopment	1,700	-	700	1,000	-
6 Domeney Reserve Pavilion Upgrade	1,100	1,100	-	-	-
7 Building Renewal Program	16,240	4,006	3,908	3,836	4,490
Art Works					
8 Art Collection Conservation	40	10	10	10	10
9 Public Art Program	99	10	28	30	31
TOTAL PROPERTY	20,840	6,560	4,718	4,952	4,610
PLANT AND EQUIPMENT					
Computers and Telecommunications					
10 Computer Server Replacement Program	296	69	72	76	79
11 GIS/GPS Initiatives	199	108	29	30	32
12 IT Strategy Initiatives	1,067	249	259	274	285
13 Mobile Computing Initiatives	205	-	65	69	71
14 Other Computer Infrastructure Program	441	214	72	76	79
15 Smart Cities - Smarter Flows in Activity Centres	231	231	-	-	-
Intangibles					
16 Citizen Connect Customer Relationship Management	1,221	1,221	-	-	-
17 Contract Management System	170	170	-	-	-
18 Information Architecture & Analytics	698	698	-	-	-
19 IT Base Asset Renewal	4,615	934	2,067	932	682
20 IT Security Initiatives	185	185	-	-	-
21 Online Services City Approvals and Compliance	24	24	-	-	-
Plant, Machinery and Equipment					
22 Plant Replacement Program	6,227	2,298	889	1,780	1,260
Fixtures, Fittings and Furniture					
23 Furniture & Equipment Replacement Program	296	69	72	76	79
24 Street Furniture Program	227	-	72	76	79
TOTAL PLANT AND EQUIPMENT	16,102	6,470	3,597	3,389	2,646

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Capital Works Area	Project Cost \$'000	Year			
		2019-20 \$'000	2020-21 \$'000	2021-22 \$'000	2022-23 \$'000
INFRASTRUCTURE					
Roads					
25 Forward design of Road and Building Projects	2,632	806	590	606	630
26 Bus Bay Construction Program	235	55	57	60	63
27 Bus Shelter Installation Program	637	150	156	162	169
28 Jumping Creek Road upgrade	10,283	3,166	1,875	2,474	2,768
29 Minor Capital Works Program	683	-	216	229	238
30 AMS Project Management & Administration	538	126	126	126	160
31 Road Management Strategy - Link Road Safety	862	150	212	250	250
32 Road Management Strategy - Upgrades	15,546	4,168	3,705	3,098	4,575
33 Road Safety Improvements - Collector and Link Roads	330	74	78	87	91
34 Road Safety Improvements - Local Roads	591	138	143	152	158
35 Road System Improvements - Open Channels	227	-	72	76	79
36 Road, Reserve & Drainage AMS	32,059	7,532	7,561	8,349	8,617
37 Traffic Control Devices - Council Link Roads	292	68	71	75	78
38 Traffic Control Devices - Local Roads	177	41	43	46	47
39 Traffic Management LATM Construction	668	217	142	152	157
Footpaths and Cycleways					
40 Bicycle Strategy Implementation	1,713	530	374	396	413
41 Local Footpath Advanced Design and Construction	5,183	1,835	1,272	1,076	1,000
Drainage					
42 New Footpath Construction	4,192	818	1,192	1,023	1,159
43 Drainage Strategy Advanced Design and Implementation	18,315	5,473	4,165	4,030	4,647
Recreational, Leisure & Community Facilities					
44 Miscellaneous Drainage Improvements	1,269	277	287	305	400
45 Pettys Reserve Sporting Development - Stage 2	7,254	3,450	3,804	-	-
46 LED Replacement of Mercury Lamps in Decorative Lights	645	645	-	-	-
47 Leisure & Community Asset Renewal Program	228	51	51	56	70
48 Miscellaneous Community Facilities Replacement and Upgrade Program	94	-	-	46	48
49 Miscellaneous General Leisure Replacements and Upgrades	610	150	150	152	158
50 Playspaces Development Program	3,359	940	775	810	834
51 Play Equipment Replacement Program	137	-	43	46	48
52 Sportsground Refurbishment / Drainage Program	515	62	143	152	158
53 Tennis Court Strategy Implementation Program	850	396	144	152	158
54 Waldau Precinct Masterplan	2,582	152	1,050	665	715
55 Highball Infrastructure Plan Stage 2	78	78	-	-	-
56 MTLN Netball Pavilion Upgrade (Templestowe)	250	250	-	-	-

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Capital Works Area	Project Cost \$'000	Year			
		2019-20 \$'000	2020-21 \$'000	2021-22 \$'000	2022-23 \$'000
Parks, Open Space and Streetscapes					
57 Additional Council Street Lighting	180	-	56	61	63
58 City Signage Program	375	-	120	125	130
59 Colman Park Management Plan	-	-	-	-	-
60 Doncaster Quarry Rehabilitation / Waste Transfer Station	10,202	-	302	3,400	6,500
61 Harold Link Development	342	-	-	342	-
62 Hepburn Reserve Development	2,050	50	-	1,850	150
63 Small Reserves Concept Plan Implementations	180	42	44	46	48
64 Horse Riding Strategy Implementation	205	-	65	69	71
65 Koonung Creek Linear Park Management Plan Implementation	52	52	-	-	-
66 Koonung Park Management Plan	490	163	167	80	80
67 Lawford Reserve Development Plan Implementation	120	120	-	-	-
68 Local Activity Centre Upgrades and Improvements	90	-	30	30	30
69 Main Yarra Trail Extension to Warrandyte	1,940	400	400	1,140	-
70 Miscellaneous Open Space Projects	118	28	29	30	31
71 Mullum Mullum Creek Linear Park / Currawong - Stage 1	404	30	128	246	-
72 Neighbourhood Activity Centres	2,179	915	558	706	-
73 Open Space Development Program	1,200	300	300	300	300
74 Park Orchards Tennis Club Landscaping	80	-	80	-	-
75 Passive & Open Space Renewal Program	4,886	1,051	1,184	1,201	1,450
76 Rieschiecks Reserve Management Plan Implementation	1,240	1,240	-	-	-
77 Ruffey Creek Linear Park	975	165	200	610	-
78 Ruffey Lake Park Development	790	240	250	300	-
79 Street Lighting Replacement Program	178	41	43	46	48
80 Tullamore Interface Park Upgrade	489	181	263	45	-
81 Warrandyte Lions Park Redevelopment	450	410	40	-	-
82 Water Initiatives	281	-	138	143	-
83 Finns Reserve Changing Places Facility	90	90	-	-	-
Off Street Car Parks					
84 Car Parks Reserves Upgrade Program	62	-	-	30	32
Other Infrastructure					
<i>Insert detailed list</i>	-	-	-	-	-
TOTAL INFRASTRUCTURE	142,682	37,316	32,894	35,651	36,821
TOTAL NEW CAPITAL WORKS	179,624	50,346	41,209	43,992	44,077

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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.

		2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	+/-	
Operating position									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	9.2%	7.8%	6.5%	6.7%	5.7%	6.0%	o
Liquidity									
Working Capital	Current assets / current liabilities	2	215.2%	198.3%	193.8%	202.3%	205.4%	211.1%	+
Unrestricted cash	Unrestricted cash / current liabilities	3	60.2%	61.9%	63.2%	63.7%	66.3%	70.9%	+
Obligations									
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	4	7.5%	7.1%	-	-	-	-	+
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		0.3%	0.3%	7.0%	-	-	-	+
Indebtedness	Non-current liabilities / own source revenue		7.2%	0.7%	0.7%	0.7%	0.7%	0.6%	o
Asset renewal	Asset renewal expenses / Asset depreciation	5	96.5%	87.2%	127.5%	101.2%	100.2%	99.5%	o
Stability									
Rates concentration	Rate revenue / adjusted underlying revenue	6	96.5%	77.6%	78.1%	78.9%	79.1%	79.3%	o
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.2%	0.2%	0.2%	0.2%	0.2%	0.2%	o
Efficiency									
Expenditure level	Total expenses/ no. of property assessments		\$2,308	\$2,381	\$2,491	\$2,511	\$2,574	\$2,625	-
Revenue level	Residential rate revenue / no. of residential property assessments		\$1,682	\$1,969	\$2,024	\$2,064	\$2,097	\$2,148	+
Workforce turnover	No. of permanent staff resignations & terminations / average no. of permanent staff for the financial year		9.9%	8.5%	8.5%	8.5%	8.5%	8.5%	o
Sustainability									
Own-source revenue	Own-source revenue / municipal population		\$913	\$919	\$934	\$953	\$975	\$1,001	+
Recurrent grants	Recurrent grants / municipal population		\$109	\$90	\$93	\$94	\$95	\$96	o
Total expenditure	Total expenditure / municipal population		\$914	\$923	\$952	\$968	\$1,000	\$1,022	-
Infrastructure	Value of infrastructure / municipal population		\$6,451	\$6,289	\$6,396	\$6,453	\$6,525	\$6,603	+
Population density	Municipal population / kms of local road		208	217	220	223	225	227	o
Disadvantage	Index of Relative Socio-economic disadvantage by decile		9	9	9	9	9	9	o

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.

2. Working Capital

The proportion of current liabilities represented by current assets. Council takes this indicator very seriously to ensure that it can meet its commitments as and when arise without borrowing funds. Working capital is forecast to remain strong throughout the period.

3. Unrestricted Cash

Cash and cash equivalents held by Council are restricted in part and not fully available for Council's operations. After adjusting for restrictions, Council is projecting to remain strong throughout the period.

4. Debt compared to rates

Trend indicates Council's reducing reliance on debt against its main source of revenue through redemption of long term debt.

5. Asset renewal

This percentage indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.

6. Rates concentration

Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will become more reliant on rate revenue compared to all other revenue sources.

6. Budget principles

The 2019/20 Annual Budget and ten year Long Term Financial Plan is based on a number of Budget Principles. These principles guide the development of the operating and capital budgets and enable the application of a consistent approach.

Strategic Budget Principles

- Financially sustainable Council - improving financial sustainability to enable Council to respond to financial challenges now and into the future
- Live within our means - do not spend more than we have or which will diminish Council's long term financial sustainability
- Prioritised funding - align resources to Council Plan priorities and fund projects based on demonstrated need
- a minimum of 33% of rate funds applied to the capital program
- Priority to funding capital renewal before investing in new or expanded assets
- Adherence to the projected State Government annual rate cap - it is not proposed to seek a variation for a higher rate increase beyond the rate cap
- Council may vary its annual Capital Works Program during the year to ensure the maximum benefit is achieved from funds available and to offset delays in project delivery beyond Council's control

Operational Budget Principles

- Maintain existing services and service levels unless otherwise specified
- Critical review of end of year forecasts and annual budgets
- Stringent review of all new budget proposals
- Full review of all staffing budgets
- Zero based approach for consultancies and legal costs
- New revenue sources, including fees and charges, to be actively pursued
- Major focus on improving operational efficiencies in business operations
- New initiatives or new employee proposals to be justified through a business case
- Operating revenues and expenses arising from completed capital projects to be included in budget forecasts

In developing forward budget projections, the following factors were used:

- Labour costs to rise by projected Enterprise Agreement increases
- Fees and charges to increase in line with CPI plus 1.0 per cent or market levels
- Grants revenue included where there is high probability of securing the grant for the budget and forecast years
- Grants revenue has been escalated by CPI unless advised otherwise
- Contract costs to increase in line with existing contract provisions. All other general material increases are capped at CPI
- Construction and building material costs to increase in line with the Building Price Index
- All new capital work proposals to be based on a detailed business case

7. Rating Strategy

Under the Local Government Act (1989), a primary objective of all Victorian Local Governments is to ensure the equitable and efficient imposition of rates and charges. This section outlines the methodology that Council applies when levying rates and charges.

7.1 Introduction

A rating strategy is the method by which Council systematically considers factors of importance that informs its decisions about the rating system. The rating system determines how Council will raise money from properties within the municipality. It does not influence the total amount of money to be raised, only the share of revenue contributed by each property. The rating system comprises the valuation base for each property and the actual rating instruments allowed under the Local Government Act (1989) to calculate property owners' liability for rates.

In developing the Annual Budget and Strategic Resource Plan rates and charges were identified as an important source of revenue, accounting for approximately 73% of total revenue received by Council. The development of a rating strategy is a key element in Council exercising sound financial management and informing the community how the rating system works.

7.2 Rating - the Legislative Framework

The legislation specifies a number of major objectives of the rating system:

- The equitable imposition of rates and charges.
- A reasonable degree of stability in the level of the rates effort.
- Contribute to the equitable and efficient carrying out of its functions.
- Apply principles of financial management, simplicity and transparency.

In considering what rating approaches are equitable, Council need to have regard to the principles of taxation. The principles summarized below are most significant in local government rating decisions.

- **Wealth tax principle:** This principle implies that the rates paid are dependent upon the value of a ratepayers' real property, and have no correlation to the individual ratepayer's consumption of services or the perceived benefits derived by individual ratepayers.
- **Equity:** does the tax burden fall appropriately across different classes of ratepayers?
- **Benefit principle:** One of the more misunderstood elements of the rating system is that residents often seek to equate the level of rates paid with the amount of benefit they individually achieve. Should those who benefit more contribute more?
- **Capacity to pay:** The valuation of property is an imperfect but the only system it has available in which to assess a resident's ability to pay annual rates but one which Council is restricted to under the Local Government Act (1989). A frequently raised example is in relation to pensioners who may live in their family home which carries a high property value, but live on a pension. Should those ratepayers with greater economic capacity contribute more?

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- **Simplicity**
 - Is the system practical and cost effective to administer?
 - Is the system simple to understand and comply with?
- **Efficiency:** does the rating methodology significantly distort property ownership or development decisions, or result in inflated demand for services and hence additional costs to Council?
- **Sustainability:** does the system generate sustainable, reliable revenues for Council and is it durable and flexible in changing conditions?

7.3 Rate Capping

Rate capping came into effect in the 2016/17 financial year. The introduction of a rate cap has removed Victorian Councils' autonomous ability to determine the annual level of rate increase. Council's annual rate increase is now determined by the Minister for Local Government.

For the 2019/20 rating year the Minister has determined that the average rate increase for councils is capped at 2.50%. The proposed 2019/20 Budget complies with the rate cap.

Individual Councils may apply for a variation to increase rates beyond the rate cap, if they can demonstrate they need to do this to raise additional revenue to continue to deliver the services and infrastructure for their municipality needs. Manningham City Council is not proposing to request a rate increase beyond the 2.50% rate cap.

7.4 Valuation Base

Manningham uses Capital Improved Value (CIV) for rating valuation purposes. The CIV of a property represents the value of the land and all improvements on the land as at a common date. It is relatively easy to understand by ratepayers as it equates to the market value of the property. CIV is the most commonly used valuation method by Victorian Councils.

Commencing with the 2019/20 year, the State Government (through the Valuer-General Victoria) has assumed responsible for determining the valuation of all properties for rating purposes.

7.5 Rates and Charges a Council may declare

Under the provisions of the Local Government Act 1989 Council may declare the following rates and charges in respect to rateable land:

General Rate	A general rate is applied to all properties and can be set as a uniform rate or a number of differential rates.
Uniform Rate	A uniform rate is a single rate in the dollar that is applied to the value of all rateable properties.
Differential Rates	Differential rates are different rates in the dollar that can be applied to different classes of rateable properties. Differential rates are permitted where Council uses Capital Improved Value as the rating value base.
Municipal Charge	A municipal charge may be levied to cover some of the administrative costs of the Council. The municipal charge is a flat charge applied to all rateable properties excluding Cultural & Recreational Lands.
Service Rates and Charges	Service rates or an annual service charge (or a combination of a rate and charge) may be declared for the provision of water supply, collection and disposal of refuse, provision of sewage services or any other prescribed services.

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Rebates and Concessions	Council may grant a rebate or concession in relation to any rate or charge to assist in the proper development of the municipal district, preserve buildings or places that are of historical or environmental interest, or to restore or maintain buildings or places of historical, environmental, architectural or scientific importance.
Special Rates and Charges	Council may declare a special rate or charge for the purpose of defraying expenses or repaying with interest any advance made or debt incurred or loan raised by Council.

The advantages and disadvantages of each are outlined in the next section.

7.6 Determining a Rating System

A general rate is applied to all rateable properties and can be set as a uniform rate or a number of differential rates.

Uniform Rate

A uniform rate is a single rate in the dollar that is applied to the value (CIV) of all rateable properties.

Council has adopted a uniform rate for many years, with an exception in 2012/13 when a differential rate was introduced for Electronic Gaming Machine lands (EGM). The EGM differential rate was discontinued in the 2013/14 Budget.

Advantages of a Uniform Rate include:

- Equitable distribution of rate burden
- Efficient to administer
- Transparent and easy to understand

Disadvantages of a Uniform Rate include:

- May not be perceived as equitable as it does not take into account the level of access or benefit that a ratepayer derives from Council services

Council is proposing to continue with its long standing practice to raise general rates through a uniform (or single) rate in the dollar for all property types in the 2019/20 Budget.

Differential Rates

A Council may determine to raise general rates by the application of a differential rate in the dollar to different classes of property if it considers that the differential rate will contribute to the equitable and efficient carrying out of its functions.

If a Council declares a differential rate/s for any land the Council must specify:

- The objectives of the differential rate.
- The characteristics of the land which are the criteria for declaring the differential rate.
- The rate and amount of rates payable in relation to each type or class of land.

The highest differential rate is capped at four times the lowest differential rate.

Advantages of Differential Rates include:

- Can give Council flexibility to distribute the rate burden between groups of ratepayers, linking it with capacity to pay.
- Allows Council to reflect the unique circumstances of some land classes where the application of a uniform rate may create an inequitable outcome (e.g. Farming enterprises).
- Allows Council discretion in the imposition of rates to 'facilitate and encourage appropriate development of its municipal district in the best interest of the community'.

Disadvantages of Differential Rates include:

- A lower differential rate for one group results in a higher rates burden for all others.
- The impossibility of measuring relative levels of access and consumption across the full range of council services in order to determine what level of differential rate is appropriate or equitable.
- Differential rates can be confusing to ratepayers.
- Complexity to administer.

Ministerial Guidelines issued in 2012 provide guidance on differential rates. Properties considered appropriate for differential rates are:

- General, residential, farm, commercial, industrial, vacant, derelict and cultural and recreational lands.

The types and classes of land categories not considered appropriate for differential rates are:

- Electronic gaming machine venues, fast food premises, liquor licenced venues/outlets and businesses defined by hours of trade.

Council must consider the implementation of differential rates for farm lands and retirement villages, but are not obliged to implement differential rates for these classes of land.

The general rate levied on a property represents a contribution toward the cost of providing universally accessible services and infrastructure - it does not and cannot reflect the level of services accessed or benefits derived by a ratepayer or group of ratepayers. Council considers that the granting of a rate reduction to one ratepayer group is not equitable on the grounds that it shifts the rate burden onto other ratepayers.

Council is not proposing to introduce differential rates in the 2019/20 Budget.

Municipal Charge

Council may declare a municipal charge to recover some of the administrative costs of the Council. A municipal charge is a flat charge which would be applied to all rateable properties. Council does not currently levy a municipal charge.

Advantages of a Municipal Charge include:

- A municipal charge applies equally to all properties and is based upon the recovery of fixed cost of providing administrative services irrespective of valuation. Each ratepayer contributes equally toward identified administrative costs.

Disadvantages of a Municipal Charge include:

- The argument against a municipal charge is that this charge is regressive in nature and would result in lower valued properties paying higher overall rates and charges as a percentage of their property value than they do at present.

Council is not proposing to implement a Municipal Charge in the 2019/20 Budget.

Service Rates and Service Charges

A council may declare a service rate or an annual service charge or any combination of such a rate and charge for any of the following services:

- a) the provision of a water supply
- b) the collection and disposal of refuse
- c) the provision of sewage services
- d) any other prescribed service

Manningham City Council currently declares a cost-recovery based Waste service charge for the collection and disposal of refuse.

Advantages of a Service Charge include:

- It is readily understood by residents as a fee for a direct service that they receive.
- It provides equity in the rating system in that all residents who receive exactly the same service level all pay an equivalent amount.
- Ratepayers' can vary their charge through choosing a range of waste bin options.

Disadvantages of a Service Charge include:

- The argument against a service charge is that this charge is regressive in nature and would result in lower valued properties paying higher overall rates and charges. The equity objective in levying rates against property values is lost in a service charge as it is levied uniformly across all assessments.

Council's standard kerbside waste and recycling service is based on an 80 litre garbage bin, 240 litre recycling and 240 litre garden waste bin. Ratepayers may vary the combination of bins and bin sizes that they receive as well as order additional bins (options vary the cost of the service).

Council is proposing to set the standard waste service charge at \$263.40 for 2019/20, representing a 3.5% increase on the 2018/19 service charge.

Special Rates and Charges

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Special rates and charges are covered under Section 163 of the Local Government Act (1989), which enables Council to declare a special rate or charge or a combination of both for the purposes of:

- Defraying any expenses; or
- Repaying with interest any advance made or debt incurred or loan raised by Council.

Council is not proposing to adopt a Special Rate or Special Charge in the 2019/20 Budget.

7.7 Rebates/Waivers/Concessions

Council may grant a rebate or concession in relation to a rate or charge to assist in the proper development of the municipal district, preserve buildings or places that are of historical or environmental interest, or to restore or maintain buildings or places of historical, environmental, architectural or scientific importance.

State Government Pension Rebate

Holders of a State Government pension card may be eligible for a State Government funded Pension Rebate of \$229.40 and a further \$50.00 rebate towards the cost of the Fire Services Property Levy. These are the 2018/19 values as the 2019/20 rebates have not been released as of the adoption of the proposed Budget:

- Hold a current Pensioner Concession Card from Centrelink or Veterans' Affairs.; or
- A Gold Card from the Department of Veterans' Affairs specifying War Widow (WW) or Totally and Permanently Incapacitated (TPI).
- Be responsible for payment of the rates and charges.
- Be their residential property.

These concessions are fully funded by the State Government.

Low Income Rebate

Council currently grants a rebate to holders of a "Low Income" Health Care Card. The rebate is proposed at \$64.25 for 2019/20, a 2.5% increase on the 2018/19 rebate (\$62.70).

Holders of a State Government pension card may also be eligible for a State Government funded Pension Rebate of \$229.40 and a further \$50.00 rebate towards the cost of the Fire Services Property Levy (2018/19 value).

This concession is fully funded by Council.

Rate concession for Council owned facilities

A rate concession equivalent to the general rates is provided to Council owned highball and recreation facilities operated by community based organisations under lease from Council.

General Valuation Rebate

Council currently offers a concession to those ratepayers who may suffer financial hardship due to rate increases as a result of a general valuation of properties (now every year).

The concession is limited to 50% of the rate increase which is above 30% and if granted is only applicable to that financial year.

It is proposed that Council apply:

- a) a rebate for Low Income Health Care Card holders (set at \$64.25 for 2019/20)
- b) a rate concession for Council owned recreation facilities that are operated by community based organisations.
- c) a general valuation rebate to ratepayers who may suffer financial hardship as a result of the General Revaluation of properties.

No other rebates or waivers are proposed.

7.8 Financial Hardship

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Council acknowledges that some ratepayers will experience financial difficulty from time to time and will not be able to meet payment due dates for a number of reasons. Council has identified that it is necessary to provide assistance and relief at times and has a number of processes in place through the Rate Debtor Management Policy.

Council has a range of Financial Hardship provisions to assist ratepayers who are experiencing financial hardship. The objectives of these provisions are to ensure:

- appropriate assistance is granted to ratepayers enduring genuine financial hardship
- all applications for rate and levy relief are treated respectfully and confidentially
- ratepayers experiencing genuine financial hardship are treated with compassion and are made aware of their legal entitlements and initiatives provided by Manningham City Council and its service providers.
- a flexible approach to the timing of debt payments, the writing off or not charging of interest.

The financial hardship provisions include a Rate Payment Agreement that acknowledges the ratepayer's financial position, waiver of interest and legal costs, deferment of rates and charges to a mutually agreed date and a partial rate rebate where a rate charge increases by over 30% as a consequence of a general revaluation.

7.9 Fire Services Property Levy

In 2013/14 the Victorian Government introduced the Fire Services Property Levy (FSPL). This charge is collected by Councils on behalf of the Victorian State Government and included in the Rates Notice as an additional charge. The FSPL is not included as rates and charges for the purposes of calculating the rate cap.

Council plays no role in setting the FSPL charges and all FSPL receipts are remitted to the Victorian State Government on a quarterly basis.

The levy is made up of a variable component based on the capital improved value of the property and a fixed component. The fixed component will vary for residential properties and non-residential properties. The variable rates will also vary for residential properties and non-residential properties. The variable rates will also differ depending whether properties are within the designated MFB or CFA fire area.

The 2019/20 FSPL had not been advised to Council when the proposed Budget was adopted.

The fire services property levy is shown as separate charges on the Valuation & Rates notice.

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7.10 Payment Options

Payment Due Dates

In accordance with the Local Government Act, Council must allow a person or ratepayer to pay a rate or charge in four instalments. The date of these instalments is set by the Minister. A Council may also allow a person to pay a rate or charge in a single lump sum payment. Manningham does not provide this option and has not for over 15 years.

Council will offer the following payment options in 2019/20:

Four instalment plan:

- 30/09/2019 (Monday)
- 02/12/2019 (Monday, being the next work day after 30/11/2019)
- 02/03/2020 (Monday, being the next work day after 29/02/2020)
- 01/06/2020 (Monday, being the next work day after 30/05/2020)

Ten instalments option (direct debit only)

Council does not offer a payment in full option and does not provide an incentive for early payment.

Payment Methods

Council offers a wide range of payment options including direct debit (savings or cheque account), Bpay (phone or internet), Australia Post Billpay (in person, internet, telephone), and Council Offices (in person). Payments may be made by credit/debit card, cash or cheque.

Late payment of rates

Penalty interest will be charged in accordance with Section 172 of The Act which allows interest to be charged on any amount of rates and charges not paid by the respective due date. Interest will be calculated at the rate fixed under section 2 of the Penalty Interest Rates Act 1983 that applied on the first day of July immediately before the due date for the payment.

Interest will be calculated from the due date of the instalment missed on the amount not paid.

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Appendix A: Fees and Charges Schedule 2019/20

This appendix presents the fees and charges of statutory and non-statutory nature which will be charged in respect to various goods and services provided during 2019/20 year.

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No	
Financial Services	General	Dishonoured Cheque and Direct Debits Administration Fee			41.50	43.00	No	
		Confirmation of ownership letter	Processed by council rates department		34.90	36.10	No	
	Valuation and Rates	Land Information Certificates	statutory	up to 3 working days		26.30	27.20	No
			urgent fee - same/next day	includes statutory fee component + Urgent Fee		78.00	80.70	No
		Debt Recovery LG Premium Pac				71.50	74.00	Yes
			Debt Recovery LG Pac			15.30	15.80	Yes
		Request to forward details Street Number Change	Maximum			43.60	45.10	No
			Maximum			676.95	700.65	No
			Minimum			174.25	180.35	No
			Minimum					
Community Programs	Maternal and Child Health	Parent Education Program	MCC resident		30.90	32.00	Yes	
			Non resident		44.70	46.30	Yes	
			HealthCare Card Holder		11.70	12.10	Yes	
	Early Years at MC ²	Child Care	Full week	Monday to Friday (8:00 am - 6:00 pm)		537.00	556.00	No
			Full individual days	8:00 am - 6:00 pm		109.00	113.00	No
			Public holidays	100% fee charged		as above	as above	No
			Late Fee	A late fee will be charged for the late collection of children after 6:00 pm	Fee has increased to reflect cost of staffing if required to work overtime.	30.00	35.00	No
Integrated Planning	Planning Scheme	Fees for Planning Scheme Amendments	Advertising notice of approval (per letter)		30.00	31.10	No	
			Advertising other fee (one sign erected on site)	In line with Statutory Planning charges		200.00	207.00	No
			Advertising other fee (two signs erected on site)	In line with Statutory Planning charges		250.00	258.80	No
			Advertising other fee (three signs erected on site)	In line with Statutory Planning charges		300.00	310.50	No
			Advertising other fee (four signs or more erected on site)	In line with Statutory Planning charges		550.00	569.30	No
			Notice of Approval - print media (set fee)	Gov Gaz = \$280 / Leader \$1500		567.90	587.80	No
			Notice of Exhibition - print media	Charge is on-charged exactly, not a set fee.		-	-	No
			Notice of exhibition (per property)	Up to 100 letters		7.20	7.50	No
				From 101 to 500 letters		7.20	7.50	No
				From 500 plus letters		3.60	3.70	No
			Advertising-Planning-Registered Fee (per letter)			7.20	7.50	No
			*Stage 1 Pre-exhibition (Request to consider an amendment)	Statutory charge set by Department of Environment, Land, Water and Planning (DELWP)		2,936.20	3,039.00	No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Integrated Planning (cont)	Planning Scheme (cont)	Fees for Planning Scheme Amendments (cont)	*Stage 2 - Exhibition	Statutory charge set by DELWP For considering up to 10 submissions which request a change to an amendment	2,943.40	3,046.50	No
			*	For considering 11 to 20 submissions which request a change to an amendment	29,077.40	30,095.10	No
			*	For considering in excess of 20 submissions which request a change to an amendment	38,869.70	40,230.10	No
			*Stage 3 Adoption	Statutory charge set by DELWP	463.30	479.50	No
			*Stage 4 Approval	Statutory charge set by DELWP	463.30	479.50	No
Approvals & Compliance	Animal Management	Registration Fee	Dog - Reduced Fee (Sterilised)	Annual Fee \$51 + \$4 State Gov Levy - Council	53.00	55.00	No
		Registration Fee	Dog - Full Fee (Non sterilised)	Annual Fee \$161 + \$4 State Gov Levy - Council	159.00	165.00	No
		Registration Fee	Cat - Reduced Fee (Sterilised)	Annual Fee \$31 + \$4 State Gov Levy - Council	212.00	220.00	No
		Registration Fee	Cat - Full Fee (Non sterilised)	Annual Fee \$141 + \$4 State Gov Levy - Council	144.00	149.00	No
		Registration Fee	Dangerous Dog	Annual Fee \$211 + \$4 State Gov Levy - Council	207.00	215.00	No
		Registration Fee	Restricted Breed Dog	Annual Fee \$211 + \$4 State Gov Levy - Council	207.00	215.00	No
		Registration Fee	Menacing Dog	Annual Fee \$211 + \$4 State Gov Levy - Council	414.00	430.00	No
		Registration Fee	Domestic Animal Businesses	Annual Fee \$260 + \$20 State Gov Levy - Council	270.00	280.00	No
		Registration Fee	Late Registration Administration Fee	Council	10.00	10.00	No
		Registration Fee	Foster Carer	Council		No Fee	No
		Release Fee	Impounded Domestic Animal Dog/Cat (first 24 hours)	Impounded during business hours - Council	95.00	99.00	No
		Release Fee	Impounded Domestic Animal Dog/Cat (first 24 hours)	Impounded outside of business hours - Council	135.00	140.00	No
		Release Fee	Daily Fee - Impound Dog / Cat	Sustenance charge per day - Council	15.00	15.50	No
		Release Fee	Impounded Animal Stock (first 24 hours)	Impounded during business hours - Council	83.00	86.00	No
		Release Fee	Impounded Animal Stock (first 24 hours)	Impounded outside of business hours - Council	160.00	166.00	No
		Release Fee	Daily Fee - Impound - Small animal (Sheep, Goats, Llama or similar)	Sustenance charge per day - Council	18.00	19.00	No
		Release Fee	Daily Fee - Impound - Large animal (Cows, Pony, Horses or similar)	Sustenance charge per day - Council	37.00	39.00	No
		Surrender Fee	Domestic Animal	Council		55.00	No
		Surrender Fee	Stock Animal	Council		80.00	NO
		Pet Register Information	Access to the registration data by public	per entry inspected - Council	18.00	19.00	NO

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Approvals & Compliance (cont)	Animal Management (cont)	Hire Fees	Hire Cat Trap Fee	2 weeks (refundable deposit \$60) - Council	60.00	62.00	Yes
		Animal Transport	Float Charge (per animal)	Council impound & transport stock (3 hours) - Council	200.00	207.00	No
		Boarding Fee	Cattery	Daily fee - Council	17.00	18.00	Yes
		Fines and Prosecutions	Animal Infringement - Level 1 (.5 Penalty Units)	Statutory	81.00	81.00	No
		Fines and Prosecutions	Animal Infringement - Level 2 (1 Penalty Units)	Statutory	161.00	161.00	No
		Fines and Prosecutions	Animal Infringement - Level 3 (1.5 Penalty Units)	Statutory	242.00	242.00	No
		Fines and Prosecutions	Animal Infringement - Level 4 (2 Penalty Units)	Statutory	322.00	322.00	No
		Fines and Prosecutions	Animal Infringement - Level 5 (2.5 Penalty Units)	Statutory	403.00	403.00	No
		Fines and Prosecutions	Animal Infringement - Level 8 (4 Penalty Units)	Statutory	644.00	644.00	No
		Fines and Prosecutions	Minor attack infringement	Statutory	403.00	403.00	No
	Traffic Management	Parking Permit Fee	Residential Parking	Initial - Council	61.00	63.00	No
		Parking Permit Fee	Residential Parking	Additional - Council	120.00	124.00	No
		Parking Permit Fee	Traders Parking	Per Application - Council	28.00	35.00	No
		Parking Permit Fee	Traders Parking	Greater than 10 Applications - Council	61.00	63.00	No
		Parking Permit Fee	Tradesman Parking	Period between 1 to 7 days - Council	32.00	47.00	No
		Parking Permit Fee	Tradesman Parking	Period between 1 to 12 weeks - Council		155.00	No
		Parking Permit Fee	Aquarena Parking	Per Permit - Council	-	No Fee	No
		Parking Permit Fee	Replacement Permit - Administrative	Per Permit - Council		10.00	?
		Fines and Prosecutions	Parking Infringement Level 1 (.5 Penalty Unit)	Statutory	81.00	81.00	No
		Fines and Prosecutions	Parking Infringement Level 2 (.6 Penalty Unit)	Statutory	97.00	97.00	No
	Fines and Prosecutions	Parking Infringement Level 3 (1 Penalty Unit)	Statutory	178.00	178.00	No	
	Local Law	Permit Fee	General Permit Fee	Various - Council	120.00	124.00	No
		Permit Fee	Charity Clothing Bins - Permit Fees	Per Bin - Council	120.00	124.00	No
		Permit Fee	Craft market stalls	(EHO)- Council	120.00	124.00	No
		Permit Fee	Circuses and carnivals on Council/Crown land	Per application - Council	590.00	611.00	No
		Permit Fee	Mobile Cranes	Per application - Council	1,650.00	1,708.00	No
		Permit Fee	Use of reserves	per day	120.00	124.00	No
		Permit Fee	Rubbish Hoppers - Permit Fees	Annual - Accredited - Council	725.00	750.00	No
		Permit Fee	Activity on Footpath - Display of Goods	Less than 6 square metres- Council	270.00	280.00	No
		Permit Fee	Activity on Footpath - Display of Goods	In excess of 6 square metres (per sq. metre)- Council	75.00	78.00	No
		Permit Fee	Activity on Footpath - Tables & Chairs	Less than 6 square metres- Council	270.00	280.00	No
		Permit Fee	Activity on Footpath - Tables & Chairs	In excess of 6 square metres (per sq. metre)- Council	345	358	No
		Permit Fee	Signs	Per individual sign - Council	120.00	124.00	No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No	
Approvals & Compliance (cont)	Local Law (cont)	Permit Fee	Signs - Charitable Organisations	Per individual sign - Council		62.00		
		Permit Fee	Signs - Real estate agents	per company / annum (inspection boards etc) - Council	580.00	600.00	No	
		Permit Fee	Footpath occupation - BBQ and food sampling	Permit. per m2 (EHO) - Council	580.00	662.00	No	
		Fines and Prosecutions	Manningham Community Local Laws	Individual - Council	200.00	200.00	No	
		Fines and Prosecutions	Manningham Community Local Laws (Corporation)	Body Corporate / Company - Council	500.00	500.00	No	
	Impounded Goods	Release Fee	Shopping Trolley	Per item - Council	62.00	64.00	No	
		Release Fee	Real Estate/advertising board sign (or similar)	Per item - Council	562.00	564.00	No	
		Release Fee	Other item	Per item - Council		64.00	No	
	Impounded Vehicles	Release Fee	Vehicle - Impounded or Abandoned	Per item - Council	170.00	176.00	No	
		Release Fee	Vehicle - Tow	Per item - Council	165.00	171.00	No	
		Release Fee	Daily charge / Vehicle	Per item - Council	335.00	347.00	No	
		Inspection Fee	Impounded / Abandoned Vehicle	Per item - Council		50.00	No	
	Planning Compliance	Fines and Prosecutions	Planning Infringement Notice (10 Penalty Units)	Statutory	1,612.00	1,612.00	No	
		Fines and Prosecutions	Planning Infringement Notice (5 Penalty Units)	Statutory	805.00	805.00	No	
	Fire Prevention	Permit Fee	Vacant Block <1000m2	Slashing Machinery	Per property- Council	2,417.00	2,417.00	Yes
		Permit Fee	Vacant Block <2000m2	Slashing Machinery	Per property- Council	580.00	600.00	Yes
		Permit Fee	Vacant Block per 4000m2	Slashing Machinery	Per property- Council	825.00	854.00	Yes
		Permit Fee	Inaccessible for Machinery	Slashing Hand	Per hour - Council	115.00	119.00	Yes
		Permit Fee	Burn Permit - Vacant Land Only	Inspection by officer required - Council	120.00	124.00	No	
	Land Management	Permit Fee	All Occupied Land	No inspection - Council		No Fee	No	
		Blackberry Control -	<2000m2	Council	176.00	182.00	No	
		Blackberry Control -	<4000m2	Council	176.00	182.00	No	
		Blackberry Control	> 4000m2 - by quote	per hour - Council	115.00	119.00	Yes	
	Food Act	Class 1 (Standard FSP) - Registration Fee	High Risk Premises using a Standard FSP	New categories for food businesses	760.00	790.00	No	
		Class 1 (Standard FSP) - Transfer Fee			380.00	395.00	No	
		Class 1 (Standard FSP) - Transfer Report			250.00	260.00	No	
		Class 1 (Standard FSP) - Plan Approval			220.00	230.00	No	
		Class 1 (Non Standard FSP) - Registration Fee	High Risk Premises using a Non Standard FSP		460.00	480.00	No	
		Class 1 (Non Standard FSP) - Transfer Fee			230.00	240.00	No	
		Class 1 (Non Standard FSP) - Transfer Report			250.00	260.00	No	
Class 1 (Non Standard FSP) - Plan Approval				220.00	230.00	No		

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Approvals & Compliance (cont)	Food Act (cont)	Class 2 (Standard FSP) - Registration Fee	Moderate Risk Premises using a Standard FSP		500.00	520.00	No
		Class 2 (Standard FSP) - Transfer Fee			250.00	260.00	No
		Class 2 (Standard FSP) - Transfer Report			250.00	260.00	No
		Class 2 (Standard FSP) - Plan Approval			220.00	230.00	No
		Class 2 (Non Standard FSP) - Registration Fee	Moderate Risk Premises using a Non Standard FSP		400.00	420.00	No
		Class 2 (Non Standard FSP) - Transfer Fee			200.00	210.00	No
		Class 2 (Non Standard FSP) - Transfer Report			250.00	260.00	No
		Class 2 (Non Standard FSP) - Plan Approval			220.00	230.00	No
		Class 2 >20EFT (Standard FSP) - Registration Fee	Moderate Risk Premises with > 20 EFT using a Standard FSP		1,000.00	1,035.00	No
		Class 2 >20 EFT(Standard FSP) - Transfer Fee			500.00	517.50	No
		Class 2 >20 EFT(Standard FSP) - Transfer Report			300.00	310.00	No
		Class 2 >20EFT(Standard FSP) - Plan Approval			290.00	300.00	No
		Class 2 >20EFT(Non Standard FSP) - Registration Fee	Moderate Risk Premises with >20EFT using a Non Standard FSP		680.00	700.00	No
		Class 2 >20EFT(Non Standard FSP) - Transfer Fee			340.00	350.00	No
		Class 2 >20EFT(Non Standard FSP) - Transfer Report			300.00	310.00	No
		Class 2 >20EFT(Non Standard FSP) - Plan Approval			290.00	300.00	No
		Class 2 Community Group (Standard FSP) - Registration Fee	Community Group using a Standard FSP		210.00	220.00	No
		Class 2 Community Group (Standard FSP) - Transfer Fee			105.00	110.00	No
		Class 2 Community Group (Standard FSP) - Transfer Report			315	330	No
		Class 2 Community Group (Standard FSP) - Plan Approval			185.00	190.00	No
		Class 3 - Registration Fee	Moderate to Low Risk Premises using a Minimum Records		320.00	330.00	No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Approvals & Compliance (cont)	Food Act (cont)	Class 3 - Transfer Fee			160.00	165.00	No
		Class 3 - Transfer Report			480.00	495.00	No
		Class 3 - Plan Approval			210.00	220.00	No
		Class 3 (Community Group) - Registration Fee	Moderate to Low Risk Community Group using a Minimum Records		190.00	200.00	No
		Class 3 (Community Group) - Transfer Fee			95.00	100.00	No
		Class 3 (Community Group) - Transfer Report			285.00	300.00	No
		Class 3 (Community Group) - Plan Approval			190.00	200.00	No
		Class 2 Home based Business Plan Approval		Significant time spent / inspections to assist home based to set up / comply with standards	190.00	200.00	No
		Class 3 Home Based Business Plan Approval		Significant time spent / inspections to assist home based to set up / comply with standards	190.00	200.00	No
		Class 2 Food Vehicle (business)		New state wide registration system now in operation	380.00	400.00	No
		Additional class 2 food vehicle (business)			250.00	260.00	No
		Mobile / Temporary Food Premises	Class 3 Food Vehicle (business)			320.00	330.00
	Additional class 3 food vehicle (business)				160.00	170.00	No
	Class 2 community group Food Vehicle				195.00	200.00	No
	Additional class 2 community group food vehicle				105.00	110.00	No
	Class 3 community group Food Vehicle				175.00	180.00	No
	Additional class 3 community group food vehicle				95.00	100.00	No
	Class 2 Temporary food premises (business)				205.00	215.00	No
	Additional class 2 Temporary food premises (business)				110.00	115.00	No
	Class 3 Temporary food premises (business)				185.00	195.00	No
	Additional class 3 Temporary food premises (business)				100.00	105.00	No
	Food Premises reinspection fee (for non-compliance)		New fee adopted by Council 23 October 218		114.43	114.43	No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Approvals & Compliance (cont)	Public Health and Wellbeing Act	Registration Fee	High Risk		320.00	330.00	No
			High+Mod Risk		395.00	410.00	No
			High+Mod+Low Risk		445.00	460.00	No
			High+Low Risk		365.00	380.00	No
			Mod+Low Risk		345.00	360.00	
			Mod Risk		300.00	310.00	
			Low Risk - Ongoing	one off notification from 1 March 2016	170.00	180.00	
		Plan Approval	High Risk		220.00	230.00	No
			High+Mod Risk		220.00	230.00	No
			High+Mod+Low Risk		220.00	230.00	
			High+Low Risk		220.00	230.00	
			Mod+Low Risk		210.00	220.00	
			Mod Risk		430.00	450.00	
			Low Risk - Ongoing	one off notification from 1 March 2016	200.00	210.00	No
		Transfer Fee	High Risk		160.00	165.00	No
			High+Mod Risk		197.50	205.00	No
			High+Mod+Low Risk		357.50	370.00	
			High+Low Risk		182.50	190.00	
			Mod+Low Risk		172.50	180.00	
			Mod Risk		150.00	155.00	
			Low Risk - Ongoing	one off notification from 1 March 2016	170.00	180.00	No
		Transfer Report	High Risk		220.00	230.00	No
			High+Mod Risk		220.00	230.00	No
			High+Mod+Low Risk		220.00	230.00	
			High+Low Risk		220.00	230.00	
			Mod+Low Risk		210.00	230.00	
			Mod Risk		210.00	230.00	
			Low Risk - Ongoing	one off notification from 1 March 2016	200.00	210.00	No
		Prescribed Accommodation Renewal Fee	<20 beds		260.00	270.00	No
			20 - 40 beds		340.00	350.00	No
			>40 beds		450.00	465.00	No
		Prescribed Accommodation Transfer Fee	<20 beds		130.00	135.00	No
			20 - 40 beds		170.00	175.00	No
			>40 beds		225.00	232.50	No
		Prescribed Accommodation Transfer Inspection & Report	Inspection Report <20		180.00	190.00	No
			Inspection Report <40		200.00	210.00	No
			Inspection Report >40		210.00	220.00	No
		Prescribed Accommodation Plan Approval	<20		190.00	200.00	No
			<40		400.00	420.00	No
			>40		230.00	240.00	No
Caravan Parks Registration Fee	<25	Fee unit per Act (\$14.45) x 17	241.74	245.65	No		
	25 < 50	Fee unit per Act (\$14.45) x 34	483.48	491.30	No		
	50 < 100	Fee unit per Act (\$14.45) x 68	725.22	736.95	No		
Caravan Parks Transfer Fee	<25	Fee unit per Act (14.45) x 5	71.10	72.25	No		
	25 < 50	Fee unit per Act (14.45) x 5	71.10	72.25	No		
	50 < 100	Fee unit per Act (14.45) x 5	71.10	72.25	No		
Caravan Transfer Inspection Report			142.20	144.50	No		

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No		
Approvals & Compliance (cont)	Parking	For a period longer than fixed	Road Safety (General) Regulations 1999	state govt determines these fees (0.5 penalty unit)	state govt	state govt	No		
		Contrary to conditions so fixed	Road Safety (General) Regulations 1999	state govt determines these fees (0.5 penalty unit)	state govt	state govt	No		
		Fail to park within a single bay	Road Safety (General) Regulations 1999	state govt determines these fees (0.5 penalty unit)	state govt	state govt	No		
		In a no parking area	Road Safety (General) Regulations 1999	state govt determines these fees (0.5 penalty unit)	-	-	No		
		Leave vehicle other than manner indicated	Road Safety (General) Regulations 1999	state govt determines these fees (0.5 penalty unit)	state govt	state govt	No		
		Parking	Construction works zone	Per bay, per day	7.00	7.20	No		
		Other infringement	Road Safety (General) Regulations 1999	state govt determines these fees (0.5 penalty unit)	state govt	state govt	No		
	Local Laws	For any infringements under Local Laws	Manningham General and Health Local Laws			7.00	7.20	No	
		For any infringements under Local Laws (Corporation)	Manningham General and Health Local Laws			500.00	517.50	No	
	Local Laws and Traders	Shopping Trolley Recovery				62.00	64.20	No	
		Real Estate/advertising board sign release fee				110.00	113.90	No	
		Placing goods and furniture on footpaths	less than 6 square metres			270.00	279.50	No	
			in excess of 6 square metres (per sq metre)			380.00	393.40	No	
		Signs				120.00	124.20	No	
		Craft market stalls				120.00	124.20	No	
		Local Law - General Permit Fee				120.00	124.20	No	
	Footpath	Placing goods and furniture on footpaths	less than 6 square metres			240.00	248.40	No	
			in excess of 6 square metres (per sq metre)			75.00	77.60	No	
		Signs				120.00	124.20	No	
		Craft market stalls				120.00	124.20	No	
		Local Law - General Permit Fee				120.00	124.20	No	
		Footpath occupation - real estate agents	per company, per annum	open for inspection boards etc.		580.00	600.30	No	
		Footpath occupation - BBQ and food sampling	Permit, per m2			120.00	124.20	No	
		Obstructions - Permit Fees				700.00	724.50	No	
		Impounded Vehicle	Release fee				170.00	176.00	No
			daily charge				27.00	27.90	No
	Towing Fee			description change		165.00	170.80	No	
	Parks	Use of reserves - Permit Fees	per day			192.00	198.70	No	
	Other	Blackberry Control - 1/4 acre				176.00	182.20	No	
		Blackberry Control - One acre				310.00	320.90	No	

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No	
Approvals & Compliance (cont)	Vaccines	Hepatitis B Vaccines - Adult	per dose	Price based on wholesale price + profit margin	25.00	25.90	Yes	
		Hepatitis B Vaccines - Child	per dose	Price based on wholesale price + profit margin	23.00	23.80	Yes	
		Hepatitis A Vaccines - Adult	per dose	Price based on wholesale price + profit margin	80.00	82.80	Yes	
		Twinrix Vaccines - Adult	per dose	Price based on wholesale price + profit margin	80.00	82.80	Yes	
		Flu Vaccine (Not at risk Group)	per dose	Price based on wholesale price + profit margin	25.00	25.90	Yes	
		Flu Vaccine (Not at risk Group- children)	per course (2 doses)	Price based on wholesale price + profit margin	25.00	25.90	Yes	
		Pneumococcal (Not at risk group)	per dose	Price based on wholesale price + profit margin	50.00	51.80	Yes	
		Diphtheria, tetanus, pertussis (Boostrix)	per dose	Price based on wholesale price + profit margin	50.00	51.80	Yes	
		Chickenpox	per dose	Price based on wholesale price + profit margin	65.00	67.30	Yes	
		Meningococcal C	per dose	Price based on wholesale price + profit margin	80.00	82.80	Yes	
		Immunisation assessment & catch up advice	per child	New fee due to increased demand resulting from new Family payment requirements & overseas clients (305 requests in 2016) GP's also referring clients to Council then GP vaccinates and recovers rebate. This additional service costs Council approx. \$10,000 annually.	25.00	25.00		
		Other Charges	Busking permit fee		per day	120.00	124.20	No
			Circuses and carnivals on Council/Crown land			590.00	610.70	No
	Public entertainment permit		Festivals, street parties etc.		120.00	124.20	No	
	No standing signs		per day, also deposit and commercial centres excess		120.00	124.20	No	
	Mobile Cranes - Permit Fees			per month	1,650.00	1,707.80	No	
	Sale of Goods - Permit Fees			per day	120.00	124.20	No	
	Solicit or Collect - Permit Fees			per day	120.00	124.20	No	
	Storing Vehicles & Machinery - Permit Fees		per year	120.00	124.20	No		
	Camping on Private Property - Permit Fees			120.00	124.20	No		
Camping on Council Land - Permit Fees		per day	120.00	124.20	No			
Filming		per hour	120.00	124.20	No			

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No	
Approvals & Compliance (cont)	Septic Tank Domestic	New Installation and Major Alterations	Domestic		420.00	430.00	No	
		Minor Alteration	Domestic		230.00	240.00	No	
	Septic Tank Commercial	Commercial Installation and Alteration	Commercial - \$10.00 per \$100 of cost of system			-	-	No
		Sand analysis		per plan		140.00	145.00	
		Copy of existing septic tank system plan				40.00	42.00	No
		On-site location of existing septic tank system				260.00	270.00	No
	Fire Prevention	Blackberry Control - Quote			per hour	115.00	119.00	Yes
		Standard Block	Administrative Fee			455.00	470.90	Yes
		Double Block	Administrative Fee			580.00	600.30	Yes
		Operating surplus/(deficit) for the year	Administrative Fee			540.00	558.90	Yes
		Permit to Burn (New Charge to be confirmed)				120.00	124.20	No
		Inaccessible			per hour	115.00	119.00	Yes
Statutory Planning	Application fees for permits under Section 47 of the Planning & Environment Act 1987 (regulation 9)							
	Use	Class 1: Use only			1,286.10		No	
	Single Dwelling	Class 2: To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 7 permit or a permit to subdivide or consolidate land) if the estimated cost of development is \$10,000 or less		Statutory Fee - (89 fee units)	195.10		No	
			Class 3: To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$10,000 but not more than \$100,000		Statutory Fee - (42.5 fee units)	614.10		No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Statutory Planning (cont)	Single Dwelling (cont)	Class 4: To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 but not more than \$500,000		Statutory Fee - (87 fee units)	1,257.20		No
		Class 5: To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$500,000 but not more than \$1,000,000		Statutory Fee - (94 fee units)	1,358.30		No
		Class 6: To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$1,000,000 but not more than \$2,000,000.		Statutory Fee - (101 fee units)	1,459.50		No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Statutory Planning (cont)	Vic Smart Application	Class 7: VicSmart application if the estimated cost of development is \$10,000 or less		Statutory Fee - (13.5 fee units)	195.10		No
		Class 8: VicSmart application if the estimated cost of development is more than \$10,000		Statutory Fee - (29 fee units)	419.10		No
		Class 9: VicSmart application to subdivide or consolidate land		Statutory Fee - (13.5 fee units)	195.10		No
		Class 10: VicSmart application (other than a class 7, class 8 or class 9 permit)		Statutory Fee - (13.5 fee units)	195.10		No
	Development (other than a single dwelling)	Class 11: To develop land (other than a class 2, class 3, class 7 or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is less than \$100,000		Statutory Fee - (77.5 fee units)	1,119.90		No
		Class 12: To develop land (other than a class 4, class 5, or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 and not more than \$1,000,000		Statutory Fee - (104.5 fee units)	1,510.00		No
		Class 13: To develop land (other than a class 6 or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$1,000,000 and not more than \$5,000,000		Statutory Fee - (203.5 fee units)	3,330.70		No
		Class 14: To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$5,000,000 and not more than \$15,000,000		Statutory Fee - (587.5 fee units)	8,489.40		No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Statutory Planning (cont)	Development (other than a single dwelling) (cont)	Class 15: To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$15,000,000 and not more than \$50,000,000		Statutory Fee - (1732.5 fee units)	25,034.60		No
		Class 16: To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$50,000,000		Statutory Fee - (3894 fee units)	56,268.30		No
	Subdivision	Class 17: To subdivide an existing building (other than a class 9 permit)		Statutory Fee - (89 fee units)	1,286.10		No
		Class 18: To subdivide land into 2 lots (other than a class 9 or class 17 permit)		Statutory Fee - (89 fee units)	1,286.10		No
		Class 19: To effect a realignment of a common boundary between lots or consolidate 2 or more lots (other than a class 9 permit)		Statutory Fee - (89 fee units)	1,286.10		No
		Class 20: Subdivide land (other than a class 9, class 17, class 18 or class 19 permit)		Statutory Fee - (89 fee units per 100 lots created)	1286.10 per 100 lots created		No
		Class 21: Applications to create, vary or remove a restriction within the meaning of the Subdivision Act 1988 or create or remove a right of way or create, vary or remove an easement other than a right of way or vary or remove a condition in the nature of an easement (other than right of way) in a Crown grant		Statutory Fee - (89 fee units)	1,286.10		No
	Other	Class 22: A permit not otherwise provided for in the regulation		Statutory Fee - (89 fee units)	1,286.10		No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Statutory Planning (cont)	Other (cont)	Application fees to amend permits under Section 72 of the Planning & Environment Act 1987 (regulation 11)					
		Class 1 Amendment: An amendment to a permit to change the use of land allowed by the permit or allow a new use of land.		Statutory Fee - (89 fee units)	1,286.10		No
		Class 2 Amendment: An amendment to a permit (other than a permit to develop land for a single dwelling per lot or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of land for a single dwelling per lot) to change the statement of what the permit allows or to change any or all of the conditions which apply to the permit.		Statutory Fee - (89 fee units)	1,286.10		No
	Single dwelling	Class 3 Amendment: An amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the estimated cost of any additional development to be permitted by the amendment is \$10 000 or less.		Statutory Fee - (13.5 fee units)	195.10		No
		Class 4 Amendment: An amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the estimated cost of any additional development to be permitted by the amendment is more than \$10,000 but not more than \$100,000.		Statutory Fee - (42.5 fee units)	614.10		No
		Class 5 Amendment: An amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the estimated cost of any additional development to be permitted by the amendment is more than \$100,000 but not more than \$500,000.		Statutory Fee - (87 fee units)	1,257.20		No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Statutory Planning (cont)	Single dwelling (cont)	Class 6 Amendment: An amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the estimated cost of any additional development to be permitted by the amendment is more than \$500,000.		Statutory Fee - (94 fee units)	1,358.30		No
	VicSmart	Class 7 Amendment: An amendment to a permit that is the subject of a VicSmart application, if the estimated cost of the additional development is \$10,000 or less.		Statutory Fee - (13.5 fee units)	195.10		No
		Class 8 Amendment: An amendment to a permit that is the subject of a VicSmart application, if the estimated cost of the additional development is more than \$10,000.		Statutory Fee - (29 fee units)	419.10		No
		Class 9 Amendment: An amendment to a class 9 permit (to subdivide or consolidate land)		Statutory Fee - (13.5 fee units)	195.10		No
		Class 10 Amendment: An amendment to a class 10 permit		Statutory Fee - (13.5 fee units)	195.10		No
	Development (other than a single dwelling)	Class 11 Amendment: An amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit, if the estimated cost of any additional development to be permitted by the amendment is \$100,000 or less.		Statutory Fee - (77.5 fee units)	1,119.90		No
Class 12 Amendment: An amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit, if the estimated cost of any additional development to be permitted by the amendment is more than \$100,000 but not more than \$1,000,000.			Statutory Fee - (104.5 fee units)	1,510.00		No	

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Statutory Planning (cont)	Development (other than a single dwelling) (cont)	Class 13 Amendment: An amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit, if the estimated cost of any additional development to be permitted by the amendment is more than \$1,000,000.		Statutory Fee - (230.5 fee units)	3,330.70		No
	Subdivision	Class 14 Amendment: An amendment to a class 17 permit (to subdivide an existing building).		Statutory Fee - (89 fee units)	1,286.10		No
		Class 15 Amendment: An amendment to a class 18 permit (to subdivide land into 2 lots).		Statutory Fee - (89 fee units)	1,286.10		No
		Class 16 Amendment: An amendment to a class 19 permit (to effect a realignment of a common boundary between lots or consolidate 2 or more lots other than a class 9 permit).		Statutory Fee - (89 fee units)	1,286.10		No
		Class 17 Amendment: An amendment to a class 20 permit (Subdivide land (other than a class 9, class 17, class 18 or class 19 permit).		Statutory Fee - (89 fee units per 100 lots created)	1286.10 per 100 lots		No
		Class 18 Amendment: An amendment to a class 21 permit (applications to create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or create or remove a right of way; or create, vary or remove an easement other than a right of way; or vary or remove a condition in the nature of an easement other than right of way in a Crown grant)		Statutory Fee - (89 fee units)	1,286.10		No
	Other	Class 19 Amendment: An amendment to a class 22 permit (a permit not otherwise provided for in the regulation).		Statutory Fee - (89 fee units)	1,286.10		No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Statutory Planning (cont)	Other (cont)	Regulation 10: For combined permit applications: Sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made		Statutory Fee - (Sum of the highest fee and then 50% of each of the other applicable fee/s)	Sum of the highest fee and then 50% of each of the other applicable fee/s	Sum of the highest fee and then 50% of each of the other applicable fee/s	No
		Regulation 12: Amend an application for a permit or an amendment to a permit: a) Under section 57A(3)(a) of the Act the fee to amend an application for a permit after notice is given is 40% of the application fee for that class of permit set out in the Table at regulation 9 b) Under section 57A(3)(a) of the Act the fee to amend an application to amend a permit after notice is given is 40% of the application fee for that class of permit set out in the Table at regulation 11 and any additional fee under c) below c) If an application to amend an application for a permit or amend an application to amend a permit has the effect of changing the class of that permit to a new class, having a higher application fee set out in the Table to regulation 9, the applicant must pay an additional fee being the difference the		Statutory Fee (40% of application fee for class of permit)	40% of application fee for class of permit	40% of application fee for class of permit	No
		Regulation 13: For a combined application to amend permit: sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made		Statutory Fee - (sum of the highest fee and then 50% of each of the other applicable fee/s)	Sum of the highest fee and then 50% of each of the other applicable fee/s	Sum of the highest fee and then 50% of each of the other applicable fee/s	No

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No		
Statutory Planning (cont)	Other (cont)	Regulation 14: For a combined permit and planning scheme amendment, under section 96A(4)(a) of the Act. The sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made		Statutory Fee - (sum of the highest fee and then 50% of each of the other applicable fee/s)	Sum of the highest fee and then 50% of each of the other applicable fee/s	Sum of the highest fee and then 50% of each of the other applicable fee/s	No		
		Regulation 15: For a certificate of compliance		Statutory Fee - (22 fee units)	317.90		No		
		Regulation 16: For an agreement to a proposal to amend or end an agreement under section 173 of the Act		Statutory Fee - (44.5 fee units)	643.00		No		
		Regulation 18: Where a planning scheme specifies that a matter must be done to the satisfaction of a responsible authority, Minister, public authority or municipal council		Statutory Fee - (22 fee units)	317.90		No		
		Application Fees in accordance with the Subdivision (Fee) Regulations 2016							
		Regulation 6: For certification of a plan of subdivision		Statutory Fee - (11.8 fee units)	170.50		No		
		Regulation 7: Alteration of plan under section 10(2) of the Act		Statutory Fee - (7.5 fee units)	108.40		No		
		Regulation 8: Amendment of certified plan under section 11(1) of the Act		Statutory Fee - (9.5 fee units)	137.30		No		
		Regulation 9: Checking of engineering plans		Statutory Fee - (0.75% of the estimated cost of construction of the works proposed in the engineering plan (maximum fee))	0.75% of the estimated cost of construction of the works proposed in the engineering plan (maximum fee)	0.75% of the estimated cost of construction of the works proposed in the engineering plan (maximum fee)	No		
		Regulation 10: Engineering plan prepared by council		Statutory Fee - (3.5% of the cost of works proposed in the engineering plan (maximum fee))	3.5% of the cost of works proposed in the engineering plan (maximum fee)	3.5% of the cost of works proposed in the engineering plan (maximum fee)	No		
		Regulation 11: Supervision of works		Statutory Fee - (2.5% of the estimated cost of construction of the works (maximum fee))	2.5% of the estimated cost of construction of the works (maximum fee)	2.5% of the estimated cost of construction of the works (maximum fee)	No		

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No	
Statutory Planning (cont)		Non Statutory Fees						
		Public open space contribution	Calculated in accordance with the schedule to Clause 53.01 of the Manningham Planning Scheme		Calculated in accordance with the schedule to Clause 53.01 of the Manningham Planning Scheme	Calculated in accordance with the schedule to Clause 53.01 of the Manningham Planning Scheme	No	
		Subdivision Outstanding Works Bond Refundable	Bond (to enable issuing a statement of compliance prior to works being completed)		150% of the cost of outstanding works as per detailed supplied quote	150% of the cost of outstanding works as per detailed supplied quote	Yes	
		Landscape Bond Refundable	Charge per dwelling - condition of planning permit		1,700.00	1,759.50	No	
		Application fee to remove or destroy or lop trees 2 plus trees		Modified Statutory Fee	195.10	290.00	No	
		Application fee to amend a permit to remove or destroy or lop trees 2 plus trees		Modified Statutory Fee	195.10	290.00	No	
		Secondary Consent Application Fee	VicSmart applications or a single dwelling with an additional development cost under \$10,000		170.00	195.00	Yes	
		Secondary Consent Application Fee	Single dwelling with an additional development cost under \$100,000		525.00	543.40	Yes	
		Secondary Consent Application Fee	All other applications		830.00	859.10	Yes	
		Extension of Time Application Fee	All applications		630.00	652.10	Yes	
		Pre Application Advice Request			375.00	388.10	Yes	
		Statutory Planning Property Enquiries	Written confirmation of planning permit requirements		145.00	185.00	Yes	
		Digital copy of Planning Permit and Approved plans	per application		180.00	200.00	Yes	
		Advertising of a Planning Application	Up to 10 letters and 2 signs		520.00	538.20	Yes	
		Advertising of a Planning Application - Letters only	Up to 10 letters		190.00	196.70	Yes	
Advertising of a Planning Application - Additional letters	per letter		7.50	7.80	Yes			

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No		
Statutory Planning (cont)	Other (cont)	Advertising of a Planning Application - Additional sign/s	per sign		90.00	100.00	Yes		
		S173 Agreements - Lodgement of agreement by Council at Titles Office by a Legal Practitioner			400.00	414.00	Yes		
		S173 Agreements - Preparation of agreement by Council			890.00	990.00	Yes		
		S173 Agreements - Review of an externally prepared agreement			350.00	850.00	Yes		
		Title Search	Title Search		60.00	73.00	Yes		
		Photocopying A1 per sheet			15.50	16.00	Yes		
		Photocopying A3 per sheet			3.10	3.20	Yes		
		Photocopying A4 per sheet			1.50	1.60	Yes		
		Community event signage			55.00	65.00	Yes		
		File retrieval & scanning from Grace				85.00	Yes		
		Non refundable Landscape Bond Administrative fee				90.00	Yes		
		Building Services	Building Surveying	Residential building permit document search & copy fee			115.25	119.25	No
				Commercial building permit document search & copy fee			173.00	179.10	No
				Certificate search & copy fee			54.00	55.90	No
Additional copies of documents					POA	POA	No		
Report and Consent Applications (Part 4 Dispensation Fee)				Prescribed - regulations	270.60	280.10	No		
Property Information 326(1), (2) & (3)				Prescribed - regulations	53.90	55.80	No		
Lodgement Fee (residential and commercial)				Prescribed - regulations minimum	40.40	41.80	No		
Section 29A certificates				Prescribed - regulations	67.50	69.90	No		
Swimming Pool inspection fee and Compliance report					811.35	839.75	Yes		
Variation to building permit (amended documentation)				Subject to nature of amendments and time needed to assess and approve	POA	POA	Yes		
Request to finalise Lapsed Permits (minor works)					209.85	217.15	Yes		
Request to finalise Lapsed Permits					432.50	447.60	Yes		
Request for Building Inspection or additional required inspection				Fee for each additional mandatory building inspection or to resolve a lapsed permit	173.00	179.10	Yes		
Occupancy Permit (POPE)				Base fee of \$660, depending on type of event and other factors	POA	POA	No		
315 request for 12 month building permit extension					209.85	217.15	Yes		
Building Permit fees					POA	POA	Yes		

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Economic & Community Wellbeing	Public Halls	Doncaster Playhouse	Bond		545.00	500.00	No
			Hire Per performance (5 hours)		436.00	451.00	Yes
			Rehearsal per hour		87.00	90.00	Yes
			Bump in/Bump out		87.00	90.00	Yes
			Use of piano		53.00	55.00	Yes
		Manningham Art Studios	Bond		100.00	103.50	No
			Studio 1 Casual Commercial		114.00	118.00	Yes
			Studio 1 Regular Commercial		101.00	104.50	Yes
			Studio 1 Casual Community		80.00	82.50	Yes
			Studio 1 Regular Community		73.00	75.50	Yes
			Studio 2 Casual Commercial		42.50	44.00	Yes
			Studio 2 Regular Commercial		25.50	26.50	Yes
			Studio 2 Casual Community		22.00	22.50	Yes
			Studio 2 Regular Community		13.00	13.50	Yes
			Studio 3 Casual Commercial		25.50	26.50	Yes
			Studio 3 Regular Commercial		19.00	20.00	Yes
			Studio 3 Casual Community		13.00	13.50	Yes
			Studio 3 Regular Community		9.50	10.00	Yes
			Studio 4 Casual Commercial		46.00	47.50	Yes
			Studio 4 Regular Commercial		25.50	26.50	Yes
			Studio 4 Casual Community		22.00	23.00	Yes
			Studio 4 Regular Community		13.00	13.50	Yes
			Studio 5 Casual Commercial		25.50	26.50	Yes
			Studio 5 Regular Commercial		19.00	20.00	Yes
			Studio 5 Casual Community		13.00	13.50	Yes
			Studio 5 Regular Community		9.50	10.00	Yes
			Studio 6 Casual Commercial		62.00	64.00	Yes
			Studio 6 Regular Commercial		49.00	51.00	Yes
			Studio 6 Casual Community		32.00	33.00	Yes
			Studio 6 Regular Community		25.50	26.50	Yes
		Manningham Art Gallery	Gallery 1 - Community hire fee	minimum 4 weeks	1,300.00	1,345.00	Yes
			Gallery 2 - Community hire fee	minimum 4 weeks	1,300.00	1,345.00	Yes
			Gallery 1 - Commercial hire fee	minimum 4 weeks	1,500.00	1,552.50	Yes
			Gallery 2 - Commercial hire fee	minimum 4 weeks	1,500.00	1,552.50	Yes
			Both Galleries - Community hire fee	minimum 4 weeks	2,000.00	2,070.00	Yes
			Both Galleries - Commercial hire fee	minimum 4 weeks	2,300.00	2,380.50	Yes
		All Halls	Insurance - Alcohol		58.00	58.00	Yes
			Insurance - No Alcohol		38.00	38.00	Yes
			Insurance - Regular Hire		24.00	24.00	Yes
		MC² (Bulleen, Warrandyte and Donvale Rooms)	Community Hire	per hour	19.00	20.00	Yes
			Commercial Hire	per hour	24.00	25.00	Yes
		MC² (Warrandyte and Donvale Rooms)	Community Hire	per hour	24.00	25.00	Yes
			Commercial Hire	per hour	27.00	30.00	Yes
		MC² (Doncaster, Templestowe Room)	Community Hire	per hour	24.00	25.00	Yes
			Commercial Hire	per hour	27.00	30.00	Yes
		MC² (Doncaster and Templestowe Room)	Community Hire	per hour	24.00	30.00	Yes
			Commercial Hire	per hour	37.00	40.00	Yes
MC²	Insurance		24.00	24.00	Yes		

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No
Economic & Community Wellbeing (cont)	Public Halls (cont)	Ajani Community Hall	Bond Casual Hire		500.00	500.00	No
			Bond Regular Hire		300.00	300.00	No
			Casual Hire Commercial	per hour	135.00	140.00	Yes
			Casual Hire Community/Private	per hour	76.00	78.00	Yes
			Casual setup charge - max 2 hrs	per hour	42.00	43.00	Yes
			Regular Hire Commercial	per hour	37.00	38.00	Yes
			Regular Hire Community	per hour	29.00	30.00	Yes
			Community casual 12hr Hire			680.00	Yes
		Ajani Centre	Bond Casual Hire		500.00	500.00	No
			Bond Regular Hire		300.00	300.00	No
			Community casual 12hr Hire		960.00	990.00	Yes
			Casual Hire Commercial	per hour	180.00	186.00	Yes
			Casual Hire Community/Private	per hour	106.00	108.00	Yes
			Casual setup charge - max 2 hrs	per hour	64.00	66.00	Yes
			Regular Hire Commercial	per hour	46.00	47.00	Yes
			Regular Hire Community	per hour	33.00	34.00	Yes
		Currawong Bush Park (Conference Centre)	Conference Room Casual Hire Commercial	Per hour		40.00	Yes
			Conference Room Casual Hire Community/Private	Per hour		30.00	Yes
			Rooms 1 & 2 - casual hire commercial	Per hour		30.00	Yes
			Rooms 1 & 2 - casual hire community	Per hour		20.00	Yes
			Conference room with extra rooms - commercial	Per hour		50.00	Yes
			Conference room with extra rooms - community	Per hour		40.00	Yes
		Currawong Bush Park (Environment Centre)	Camping fee per person	per night	16.00	16.50	Yes
			Casual Hire Commercial	Per hour		40.00	Yes
			Casual Hire Community/Private	Per hour		25.00	Yes
		Koonung Room	Casual Hire community	per hour		95.00	Yes
		East Doncaster Hall/Koonarra Hall/Wonga Park Hall/Heimat Centre (individual rooms)/Domeney Recreation Centre (Rooms 4 & 5)/Templestowe Memorial Hall and Senior Citizens	Bond Casual Hire		500.00	500.00	No
			Bond Regular Hire		300.00	300.00	No
		(Individual Smaller Rooms) Senior Citizens Centres, Domeney Recreation Centre and Templestowe Memorial Supper Room	Casual Hire Commercial	per hour	95.00	98.00	Yes
			Casual Hire Community/Private	per hour	60.00	62.00	Yes
			Casual setup charge - max 2 hrs	per hour	40.00	41.00	Yes
			Regular Hire Commercial	per hour	29.00	30.00	Yes
			Regular Hire Community	per hour	25.00	26.00	Yes
			Community casual 12hr Hire			530.00	Yes
			Bond Casual/Regular Hire		100.00	100.00	No
			Casual Hire Commercial/Private	per hour	43.00	45.00	Yes
			Casual Hire Community	per hour	30.00	31.00	Yes
			Regular Hire Commercial	per hour	25.00	26.00	Yes
		Regular Hire Community	per hour	20.00	21.00	Yes	

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No			
Economic & Community Wellbeing (cont)	Public Halls (cont)	The Pines Learning Centre (Function Room)	Bond Casual Hire		500.00	500.00	No			
			Bond Regular Hire		300.00	300.00	No			
			Casual Hire Commercial	per hour	180.00	186.00	Yes			
			Casual Hire Community/Private	per hour	106.00	108.00	Yes			
			Regular Hire Commercial	per hour	46.00	47.00	Yes			
			Regular Hire Community	per hour	33.00	34.00	Yes			
			(Smaller Rooms) Pines Learning Centre	Bond Casual/Regular Hire		100.00	100.00	No		
			Casual Hire Commercial	per hour	50.00	52.00	Yes			
			Casual Hire Community/Private	per hour	45.00	46.00	Yes			
			Regular Hire Commercial	per hour	37.00	38.00	Yes			
			Regular Hire Community	per hour	27.00	28.00	Yes			
			Bus Rental			Bond		500.00	500.00	No
						Community only	half day	96.00	98.00	Yes
						Community only	per day	180.00	186.00	Yes
	Community only	per weekend				325.00	336.00	Yes		
	Buildings and Room Hire - Weekdays		Manningham Function Centre Council Chambers	Mon - Fri per hour		98.00	101.00	Yes		
				Mon - Fri per hour		83.00	86.00	Yes		
				Mon - Fri 6.00am to 5.00pm per hour		170.00	176.00	Yes		
				Mon - Fri 6.00am to 5.00pm per hour		150.00	155.00	Yes		
				Mon - Fri 6.00am to 5.00pm per hour		122.00	126.00	Yes		
				Mon - Thur 5.00pm to 12.00am per hour		260.00	269.00	Yes		
				Mon- Thur 5.00pm to 12.00am per hour		400.00	414.00	Yes		
				Friday - 5pm - 12.00am			3,600.00	Yes		
				Saturday per day			4,500.00	Yes		
				Sunday per day			3,800.00	Yes		
				Aged and Disability Support Services	Food Services	Meals on Wheels	3 course meals (delivered)	Agency purchased meals for Packaged Clients (Full Cost) PER MEAL	34.70	35.90
3 course meals (delivered)							Delivered direct by Food Services, Manningham City Council		-	
Low Rate PER MEAL		10.30	10.65				No			
Medium Rate PER MEAL		21.60	22.35				No			
High rate PER MEAL		32.40	33.55				No			
General Home Care			- Low Rate PER HOUR					7.60	7.90	No
			- Medium Rate PER HOUR					16.80	17.40	No
			- High Rate PER HOUR					47.40	47.40	No
			Personal Care Service				- Low Rate PER HOUR		6.00	6.20
- Medium Rate PER HOUR		10.80					11.20	No		
			- High Rate PER HOUR			47.40	47.40	No		

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No		
Aged and Disability Support Services (cont)	Respite Care Service			- Low Rate PER HOUR	4.80	5.00	No		
				- Medium Rate PER HOUR	7.60	7.90	No		
				- High Rate PER HOUR	47.40	47.40	No		
	Assisted Transport				PER DAY - one return trip	5.50	5.70	No	
	Planned Activity Groups - High		Church Rd Centre		PER DAY(No Transport) Low rate	13.90	14.50 per day	No	
					PER DAY (With Transport) Low rate	16.50	17.00 per day	No	
					PER DAY(No Transport) Medium Rate	13.90	14.50 per day	No	
					PER DAY(With transport) Medium Rate	19.00	19.60 per day	No	
					PER Day (Negotiated Transport) High		19.60 per day	No	
	Social Support		Fee depends on nature of activity		PER HOUR (Negotiated transport) - Full Cost/Package Clients	19.00	20.00	Yes	
					Range - PER ACTIVITY	4.40	4.55	No	
						5.50	5.70	No	
						6.50	6.70	No	
					7.00	7.25	No		
		15.50	16.00	No					
	Service cancellation fees	All services	Late cancellation fees may apply		-	-			
City Amenity	Council Sports Fields	Sport Fields - Winter Hire		Grade 1 Seasonal Charge	2,494.50	2,581.80	Yes		
				Grade 2 Seasonal Charge	1,967.20	2,036.10	Yes		
				Grade 3 Seasonal Charge	840.10	869.50	Yes		
				Grade 4 Seasonal Charge	834.30	863.50	Yes		
				Level 1 Pavilion Seasonal Charge	705.00	775.50	Yes		
				Level 1 Pavilion Seasonal sub let Levy	3,553.20	3,908.52	Yes		
				Level 2 Pavilion Seasonal Charge	453.60	498.96	Yes		
				Level 3 Pavilion Seasonal Charge	314.10	345.51	Yes		
				Casual Ground Charge Commercial Use	387.50	401.10	Yes		
				Casual Ground Charge Community Use	193.80	200.60	Yes		
				Casual Ground Charge Finals with gate takings	387.50	401.10	Yes		
				Casual Ground Charge Commercial use Turf wicket preparation	193.80	200.60	Yes		
				Casual Ground Charge Community use Turf wicket preparation	129.20	133.70	Yes		
				Casual Ground Charge Finals use Turf wicket preparation	129.20	133.70	Yes		
				Casual Pavilion Charge Commercial Use	323.00	334.30	Yes		
				Casual Pavilion Charge Community Use	161.60	177.76	Yes		
				Casual Pavilion Charge School Use	129.20	142.12	Yes		
				Reischieks Reserve Athletic Track	Senior Schools (Local) - (Includes pavilion cleaning charge)	417.30	431.90	Yes	
					Junior Schools (Local) - (Includes pavilion cleaning charge)	344.60	356.70	Yes	
					Others - (Includes pavilion cleaning charge)	544.90	564.00	Yes	
					Carnivals - (Includes pavilion cleaning charge)	690.40	714.60	Yes	
					Training per hour (Local)	Minimum 2 hours	57.60	59.60	Yes
					Training per hour (Outside)	Minimum 2 hours	82.40	85.30	Yes

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No		
City Amenity (cont)	Council Sports Fields (cont)	Reischieks Reserve Pavilion	Hire of Pavilion		453.60	498.96	Yes		
		Sports Fields - Summer	Grade 1 Seasonal Charge			2,494.50	2,581.80	Yes	
			Grade 2 Seasonal Charge			1,967.20	2,036.10	Yes	
			Grade 3 Seasonal Charge			840.10	869.50	Yes	
			Grade 4 Seasonal Charge			834.30	863.50	Yes	
			Level 1 Pavilion Seasonal Charge			705.00	775.50	Yes	
			Level 1 Pavilion Seasonal sub let Levy			3,553.20	3,908.52	Yes	
			Level 2 Pavilion Seasonal Charge			453.60	498.96	Yes	
			Level 3 Pavilion Seasonal Charge			314.10	345.51	Yes	
			Casual Ground Charge Commercial Use			387.50	401.10	Yes	
			Casual Ground Charge Community Use			193.80	200.60	Yes	
			Casual Ground Charge Finals with gate takings			387.50	401.10	Yes	
			Casual Ground Charge Commercial use Turf wicket preparation			193.80	200.60	Yes	
			Casual Ground Charge Community use Turf wicket preparation			129.20	133.70	Yes	
			Casual Ground Charge Finals use Turf wicket preparation			129.20	133.70	Yes	
			Casual Pavilion Charge Commercial Use			323.00	355.30	Yes	
			Casual Pavilion Charge Community Use			161.60	177.76	Yes	
			Casual Pavilion Charge School Use			129.20	142.12	Yes	
			Donvale #1 Seasonal Turf wicket charge			3,752.40	3,883.70	Yes	
			Koonung Res Seasonal Turf wicket charge			4,369.00	4,521.90	Yes	
			Schramms #1 Seasonal Turf wicket charge			4,713.20	4,878.20	Yes	
			Zerbes Seasonal Turf wicket charge			3,658.60	3,786.70	Yes	
			Donvale #2 Seasonal Turf wicket charge			2,896.60	2,998.00	Yes	
			Schramms #2 Seasonal Turf wicket charge			2,623.70	2,715.50	Yes	
		Anderson Park Synthetic Pitch	Casual Use Local Sporting Club per hour				38.70	40.10	Yes
			Casual Use Local School per hour				38.70	40.10	Yes
			Casual Commercial Use per hour				167.80	173.70	Yes

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Service Unit Description	Service Category	Name of service provided	Description of service	Comments	2018/19 Price (Incl. GST where applicable) \$	2019/20 Price (Incl. GST where applicable) \$	GST Applicable Yes/ No		
City Amenity (cont)	Miscellaneous Works Permit	Reserve Crossing Deposit	Minimum	\$23.50 admin charge to apply - Non Statutory. The remaining charge of \$226.50 constitutes a bond, not a fee or charge	35.00	75.00	No		
			Maximum	\$23.50 admin charge to apply - Non Statutory. The remaining charge of \$1,976.50 constitutes a bond, not a fee or charge	35.00	75.00	No		
	Waste	Residential Service							
		Waste Service Charge	80 litre Garbage, 240 litre Recycle and 240 litre Garden Waste	Annual charge		254.50	263.50	No	
		Upsize to 120 litre Garbage	120 litre Garbage	Annual charge		78.00	80.50	No	
		Upsize to 360 litre Recycle	360 litre Recycle	Annual charge		37.00	38.50	No	
		Additional Garbage	80 litre	Annual charge		169.00	175.00	No	
			120 litre	Annual charge		198.50	205.50	No	
		Additional Recycle	240 litre	Annual charge		72.50	75.00	No	
			360 litre	Annual charge		109.50	113.50	No	
		Additional Garden Waste	120 litre	Annual charge		95.50	99.00	No	
			240 litre	Annual charge		120.00	124.00	No	
		Domestic Change Bin	Fee for change to waste service			56.00	58.00	No	
		Special Accommodation			Annual charge				
		WasteVS	Waste Donvale RV	Annual charge		179.50	186.00	No	
		WasteVI	Waste Doncaster RV	Annual charge		172.50	178.50	No	
		WasteSB	Waste Brooklea	Annual charge		1,467.50	1,519.00	No	
		WasteSA	Waste Alexandra Gard	Annual charge		1,886.50	1,952.50	No	
		WasteWA	Waste Applewood	Annual charge		171.50	177.50	No	
		WasteVR	Waste Roseville RV	Annual charge		248.50	257.00	No	
		WasteVP	Waste Pinetree RV	Annual charge		193.00	200.00	No	
		WasteVT	Waste Templestowe RV	Annual charge		166.00	172.00	No	
		WasteSG	Waste Greenslopes	Annual charge		2,442.00	2,527.50	No	
		WasteRM	Waste Templestowe Manor	Annual charge		144.50	149.50	No	
		Waste2MAL	Waste 2 Malcolm Crescent Doncaster	Annual charge		254.50	263.50	No	
		Waste28MIT	Waste 28-30 Mitcham Road Donvale	Annual charge		254.50	263.50	No	
		Waste1BELL	Waste 1 Bellevue Avenue Doncaster East	Annual charge		254.50	263.50	No	
		Waste8CLAY	Waste 8 Clay Drive Doncaster	Annual charge		254.50	263.50	No	
		Waste46BLK	Waste 46 Blackburn Road	Annual charge		254.50	263.50	No	
		Garden Waste Recycle Centre							
			Chipping and mulching fees (Manningham Residents)	Per Cubic Metre			77.50	80.00	Yes
			Chipping and mulching fees (Non Manningham Residents / Others)	Per Cubic Metre			87.50	90.50	Yes

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City Amenity (cont)	Waste (cont)	Chipping and mulching fees for Front End Loader loading (Manningham Residents)	Per load		10.00	10.50	Yes	
		Chipping and mulching fees for Front End Loader loading (Non Manningham Residents / Others)	Per load		15.00	15.50	Yes	
		MC2						
		MC2-Café		Annual charge	1,146.50	1,186.50	No	
		MC2-Interact Australia		Annual charge	63.50	65.50	No	
		MC2-YMCA		Annual charge	85.00	88.00	No	
		MC2-Doncare		Annual charge	607.50	629.00	No	
		MC2-Chinese Community Services		Annual charge	210.50	218.00	No	
		MC2-Doncaster Kindergarten		Annual charge	202.50	209.50	No	
		MC2-Manningham Community Health		Annual charge	111.00	115.00	No	
		MC2-Library		Annual charge	2,479.00	2,566.00	No	
		Commercial Waste Services		Annual charge	-	-	No	
		Commercial Waste Disposal	240 litre	Annual charge	497.00	514.50	No	
		Additional Commercial Waste Disposal	240 litre	Annual charge	621.00	642.50	No	
		Warrandyte Business Recycling		Annual charge	105.50	109.00	No	
Infrastructure & City Projects	Buildings, Drainage, Roads, and Crossings	Building over easement			220.00	235.00	No	
		Connection into Council Drains - Easement	Application, Consent and Supervision		143.00	151.00	No	
		Connection into Council Drains - Road Reserve (Footpath)	Application, Consent and Supervision - Road Management Act	Amount set by Road Management (Works and Infrastructure) Regulations 2015 - Schedule 1 - 9.3 fee units @ \$?? (VicRoads Guide to Working within Road Reserve)	TBD	TBD	No	
		Connection into Council Drains - Road Reserve (No Footpath)	Application, Consent and Supervision - Road Management Act	Amount set by Road Management Regulations 2015 - Schedule 1 - 6 fee units @ \$?? (VicRoads Guide to Working within Road Reserve)	TBD	TBD	No	
		Easements, Build Over Easement Preparation Fee			914.00	960.00	No	
		Land/Road closure			102.00	110.00	No	
		Legal points of discharge	Application and Consent	Building Regulations 2018 - Refer Section 36 for fee - Clause 133 (2) for fee unit - 9.77 fee units @ \$??	TBD	TBD	No	
		OSD systems	Amendments to approved plans		269.00	285.00	No	
			Plan checking		269.00	285.00	No	
			Recurring inspection fee		127.00	135.00	No	
			Supervision		352.00	370.00	No	
		Subdivision development work	Plan checking 0.75% of value	Subdivision Act	POA	POA	No	
			Supervision 2.5% of value	Subdivision Act	POA	POA	No	

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Infrastructure & City Projects (cont)	Buildings, Drainage, Roads, and Crossings (cont)	Flood level	Application for flood level information	New charge will only apply once Planning scheme amendment C109 has been adopted.	-	-	No
		Work Zones	Application to create a Work Zone in front of a development site	Same as Road Closure. New charge for plan checking and administration. Generally triggered by CMP.	400.00	420.00	No
		Flood Level Consent Report	Report and Consent	Building Regulations 2018 - Section 153 & 154 for fee unit (Section 36) Part 10 - 19.61 fee units @ \$??	TBD	TBD	No
	Miscellaneous Works Permit	Works Within Road Reserves - Other than minor works	Over 50kph speed limit - conducted on any part of the roadway, shoulder or pathway	Amount set by Road Management Regulations 2015 - Schedule 1 - 43.1 fee units @ \$??	TBD	TBD	No
		Works Within Road Reserves -Other than minor works	Over 50kph speed limit -not_ conducted on any part of the roadway, shoulder or pathway	Amount set by Road Management Regulations 2015 - Schedule 1 - 23.5 fee units @ \$??	TBD	TBD	No
		Works Within Road Reserves - Other than minor works	Not more than 50kph speed limit - conducted on any part of the roadway, shoulder or pathway	Amount set by Road Management Regulations 2015 - Schedule 1 - 23.5 fee units @ \$??	TBD	TBD	No
		Works Within Road Reserves - other than minor works	Not more than 50kph speed limit - conducted on any part of the roadway, shoulder or pathway	Amount set by Road Management Regulations 2015 - Schedule 1 - 6.0 fee units @ \$??	TBD	TBD	No
		Works Within Road Reserves - Minor works	Conducted on any part of the roadway, shoulder or pathway	Amount set by Road Management Regulations 2015 - Schedule 1 - 9.3 fee units @ \$??	TBD	TBD	No
		Works Within Road Reserves - Minor works	Not conducted on any part of the roadway, shoulder or pathway	Amount set by Road Management Regulations 2015 - Schedule 1 - 6.0 fee units @ \$??	TBD	TBD	No
		Traffic Management Plan	Plan checking		71.00	75.00	No
		Asset Protection	Asset Protection Permit	Developments where the value of the work is less than or equal to \$1M	Non-Statutory - relates to Manningham Local Law Clause 9.1	350.00	380.00
			Developments where the value of the work is greater than \$1M	Non-Statutory - relates to Manningham Local Law Clause 9.1	550.00	580.00	No
	Hoarding Permit		Including an occupancy charge of \$6 per m2 per week capped at \$400 per week. Where occupation is less than 7 days a minimum charge of \$200 will apply.	Non-Statutory - relates to Manningham Local Law Clause 9.1	270.00	400.00	No
	Engineering Works	Vehicle crossing permit	Inspection of vehicle crossing		270.00	285.00	No
		Vehicle crossing permit (reinspection)	Reinspection (per return visit) of vehicle crossing		160.00	165.00	No
		Works within Road Reserve (non utility)	Minor works within road reserve by contractors, etc.	Amount set by Road Management Regulations 2005 - Eng. Ops responsibility	270.00	285.00	No

*** The Regulations set fees in fee units. The fee unit value is adjusted each year by the Treasurer's amount and is published in the Government Gazette. For the 2018/19 financial year the fee unit was \$14.45.
In accordance with the Monetary Units Act 2004, the value of a fee unit for the 2019-20 financial year at the time of preparing this fee schedule has not been set.

12.2 Liveability, Innovation and Technology (LIT) Committee - A Proposal

File Number:	IN19/250
Responsible Director:	Director Shared Services
Attachments:	1 Terms of Reference - LIT Committee ↓ 2 2018 Nov - Presentation by Cr Mike Zafiroopoulos ↓ 3 City Accelerator Guide for Embedding Innovation in Local Government ↓

EXECUTIVE SUMMARY

We live in times of rapid change presenting challenges and opportunities. In responding, Council already demonstrates its ability to be innovative and agile. However, Council seeks to develop its innovative practice further. This report recommends the creation of an advisory Committee to be called the Liveability Innovation and Technology Committee or LIT Committee. In addition, as an initial task, it is proposed that the LIT Committee oversees development of a LIT Smart Cities White Paper.

COUNCIL RESOLUTION

MOVED: CR MIKE ZAFIROPOULOS
SECONDED: CR ANNA CHEN

That Council:

- A. Endorse the formation of the Liveability Innovation and Technology (LIT) Committee in accordance with the Terms of Reference attached.**
- B. Task the LIT Committee with development oversight of a LIT Smart Cities White Paper**
- C. Appoint Councillors Paula Piccinini, Paul McLeish, and Mike Zafiroopoulos as Councillor representatives on the committee.**

CARRIED

2. BACKGROUND

- 2.1 Communities and governments, both locally and globally, are experiencing change in so many aspects of daily life. Pressures brought on by climate change, increased population, new technology, economic disruption, rate-capping, to name but a few, are giving rise to challenges and 'wicked problems' that call for a greater capacity to respond in more innovative and agile ways.
- 2.2 It is acknowledged that Manningham Council currently demonstrates innovative practices in the work it undertakes. However it is also recognised that the ability of Council and community to respond to challenges and opportunities can always be improved.

- 2.3 In November 2018, Cr Mike Zafiropoulos presented to Councillors and Council (refer Attachment 2). As part of this presentation he gave examples of innovative practice within local government both locally and internationally. It was proposed that the conditions for innovative practice could be enhanced by first, fostering an innovative culture within Council and second, by supporting greater Councillor and community participation through the establishment of an innovation committee. It was also noted that innovation in local government requires careful consideration with gradual progression preferable to an all embracing over-ambitious program.
- 2.4 Responding to this presentation, the Director Shared Services set-up a small working group. This report summarises the findings of that working group.

3. DISCUSSION / ISSUE

- 3.1 As highlighted in the presentation by Cr Mike Zafiropoulos, cities face many challenges, including:
- Pressure from population growth
 - Growing congestion and public transport needs
 - Planning and maintaining infrastructure
 - Enhancing liveability and community resilience
 - Enhancing citizenship and governance
 - Environmental sustainability
 - Doing more with less resources
 - Building the capabilities of local organisations
 - Supporting innovation and jobs
 - Future proofing initiatives.
- 3.2 As a consequence, cities are responding in innovative and agile ways to meet these challenges. The working group reviewed examples of current best practice as summarised in the table below.

Best Practice Example	Key concepts
CityLab – Melbourne City Council	<ul style="list-style-type: none"> • Agile • Design sprints • Lean start-up – build measure learn • Human centred design • MVP - Minimal viable product
City Accelerator Guide for Embedding Innovation in Local Government Living Cities – Nigel Jacob (refer Attachment 3)	Breakthrough Innovation’s guiding values: <ul style="list-style-type: none"> – People first – Open innovation – Public entrepreneurship – Culture of innovation
City of Boston Mayor’s Office of New Urban Mechanics	“Using people-centred design to evolve the city of the future”

Code for America - Civic Technology 2012 TED Talk - coding for a better government - Jen Pahlka	<ul style="list-style-type: none"> • Enhancing citizenship and governance • Government as a 'platform' • New ways for delivering public value • Open sourcing social change
Smart Cities – People, Places Assets Project for Public Spaces Digital Placemaking Institute	<p>How do we all live together? It is not about the technology, it is about the people.</p> <p><i>“Smart cities are information rich and interconnected. They reshape the operational, economic and social dynamics of cities, through the use of technology and new ways to form relationships between government, businesses and citizens.”</i></p>

- 3.3 When considering examples of best practice, what shone through was the ultimate intent to improve liveability for residents and visitors and to deliver greater public value.
- 3.4 Consequently, the working group proposes the creation of a new Liveability Innovation and Technology (LIT) Committee, or LIT Committee in accordance with the attached Terms of Reference. The Working Group also recommends that, as an initial task, the LIT Committee oversees development of a *LIT Smart City White Paper*.
- 3.5 LIT Committee
- 3.5.1 It is proposed that a new committee be formed with the title - Liveability Innovation and Technology (LIT) Committee. A Terms of Reference (refer Attachment 1) has been prepared for consideration.
- 3.5.2 In the Terms of Reference it is proposed the Committee meets a minimum of 4 times per year, is chaired by a Councillor and consists of three Councillors (one from each Ward), plus six community members and two Officers.
- 3.5.3 Community Membership will be for a 3 year period.
- 3.5.4 Members can re-nominate after their term ends, during the advertised period as per public notice, for a maximum of three terms, in accordance with the nomination process.
- 3.5.5 The purpose of the Committee is:
- “Improving liveability and public value in Manningham by connecting people, place and assets through innovation and technology.”*
- 3.5.6 Given the purpose stated above, this Committee will consider:
1. current best practice in Australia and internationally
 2. Council practice - current initiatives underway at Manningham Council that improve liveability and public value by connecting people, place and assets through innovation and technology
 3. culture - what conditions foster cultures of innovation both within Manningham Council and across the municipality

4. collaboration - how Manningham Council can best engage and collaborate with community when undertaking projects
5. policy direction of State and Federal Government as they relate to the purpose of the Committee
6. resourcing within Council, benchmarking, opportunities for grant funding, strategic partnerships and new ways to resource and fund the delivery of public value
7. emerging trends

3.5.7 The decision making role of the LIT Committee is limited to advising and making recommendations to Council.

3.6 Oversight of development of LIT Smart City White Paper

3.6.1 An initial task of the LIT Committee will be to oversee the development of a white paper – the LIT Smart City White Paper.

3.6.2 The development of the white paper will support the work of the LIT Committee in its advisory role to Council.

3.6.3 It is anticipated that the white paper will review current best practice as highlighted in item 3.2, in the context of Manningham and its community, and as a response to challenges outlined in item 3.1.

3.6.4 The aim will be to have the white paper completed by August 2020.

4. COUNCIL PLAN / STRATEGY

- 4.1 The LIT Committee will assist Council to deliver improved liveability and public value to the community in line with the Council Plan –
- Healthy Community (lead: Healthy City Strategy)
 - Liveable Places and Spaces
 - Resilient Environment
 - Vibrant and Prosperous Economy
 - Well Governed Council

5. IMPACTS AND IMPLICATIONS

- 5.1 Times of rapid change present challenges and opportunities. Strengthening Manningham, Community and Council's abilities to respond in innovative and agile ways enables improved liveability and public value to the community - social, environmental and economic.

6. IMPLEMENTATION

6.1 Finance / Resource Implications

An external consultancy to develop the LIT Smart City White Paper will require funding. Staff resources to support the LIT Committee will be allocated from current staffing.

6.2 Communication and Engagement

Communication Plan will be required to promote the opportunity for community members to participate in the LIT Committee.

6.3 Timelines

#	Description	When
1	SBS Presentation and Discussion	2 Apr 2019
2	Council Meeting	23 Apr 2019
3	Establish <u>LIT Committee</u> - Recruit six community representatives, Councillors to nominate three representatives (one from each Ward) including the Chair	Jun to Aug 2019
4	<u>Appoint Consultancy</u> to develop LIT Smart City White Paper Brief	Sep and Oct 2019
4	<u>LIT Committee</u> Meetings	At least one meeting every three months
6	Develop LIT Smart City White Paper	Commence Nov 2019
7	<u>Present Draft LIT Smart City White Paper</u>	TBA
8	<u>FINAL LIT Smart City White Paper</u>	Aug 2020

7. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.



Terms of Reference

Liveability Innovation and Technology Committee (LIT Committee)

1. Purpose	Improving liveability and public value in Manningham by connecting people, place and assets through innovation and technology.
2. Roles and tasks	<p>We live in times of rapid change, challenges and opportunities. Given the Purpose stated above, this Committee will consider -</p> <ol style="list-style-type: none"> 1. <u>current best practice</u> in Australia and internationally 2. <u>Council practice</u> - current initiatives underway at Manningham Council that improve liveability and public value by connecting people, place and assets through innovation and technology 3. <u>culture</u> - what conditions foster cultures of innovation both within Manningham Council and across the municipality 4. <u>collaboration</u> - how can Manningham Council best engage and collaborate with community when undertaking LIT projects 5. <u>policy direction</u> of State and Federal Government as they relate to the purpose of the Committee 6. <u>resourcing</u> within Council, benchmarking, opportunities for grant funding, strategic partnerships and new ways to resource and fund the delivery of public value 7. <u>emerging trends</u>. <p>The LIT Committee will assist Council to deliver improved liveability and public value to the community.</p>
3. Delegated Authority and Decision Making	<p>Advisory committees act in an advisory capacity only and have no delegated authority to make decisions on behalf of Council.</p> <p>Advisory committees provide advice to Council and staff to assist them in their decision making.</p> <p>In accordance with section 76E of the Local Government Act 1989, a Councillor must not improperly direct or influence a member of Council staff in the exercise of any power or in the performance of any duty or function.</p>
4. Chairperson	A Councillor – appointed by Council



<p>5. Meetings</p>	<p>Meetings will be held on a quarterly basis with 4 meetings being held each year.</p> <p>Meetings are closed to the community outside of endorsed members and delegates.</p> <p>Meetings will:</p> <ul style="list-style-type: none"> • commence on time and conclude by the stated completion time • be scheduled and confirmed in advance with all relevant papers distributed to each member • encourage fair and respectful discussion • focus on the relevant issues at hand • provide advice to Council, as far as practicable, on a consensus basis <p>Electronic correspondence and collaboration tools will be used for communication outside of meetings.</p>
<p>6. Membership</p>	<p>The LIT Committee will comprise:</p> <ul style="list-style-type: none"> • three Councillors (one from each Ward) as appointed by Council • six community representatives appointed by Council <p>A quorum for a LIT Committee meeting is 50% plus one including at least:</p> <ul style="list-style-type: none"> • two Councillors • three community representatives <p>Officers in attendance:</p> <ul style="list-style-type: none"> • a senior officer and an officer, at a minimum <p>Others in attendance - to be invited as required:</p> <ul style="list-style-type: none"> • guest speakers, subject matter experts and officers
<p>7. Membership Criteria</p>	<p>The following membership criteria will be used to appoint community representatives to the LIT Committee:</p> <ul style="list-style-type: none"> • diversity of interests and knowledge in place-making, innovation and technology as applied to liveability • lives or works within the municipality • ability to regularly attend and participate in meetings as scheduled • has a mix of skills and attributes to complement other members of the LIT Committee • representative cross section of people from the municipality are appointed to the LIT Committee



8. Method of Appointment

Nominations for appointment to the LIT Committee will be invited by public notice in the local media and Council's website. Nominees shall nominate on the appropriate form to Council within the advertised period.

Appointments will be made by Council and selected based on the criteria above.

Officers will undertake an initial assessment of the applicants to determine whether they comply with the membership criteria and provide a list of candidates to the Chairperson. The recruitment process should consider the implementation of staggered membership appointments to ensure a membership that preserves the balance between old and new.

A Councillor committee supported by an officer and comprising the Mayor, committee Chairperson and one other Councillor will rank the applicants and make a recommendation regarding the preferred applicants which will be noted in the officer's report.

Council is not bound by the recommendation of the Councillor committee in appointing community representatives.

Community representatives are to be appointed for a period of three (3) years.

Members can re-nominate after their term ends, during the advertised period as per public notice, for a maximum of three terms, in accordance with the nomination process.

Community representative(s) appointed on behalf of an organisation may be replaced or substituted at any time at the organisation's discretion by notifying the chairperson and responsible Council officer in writing. Due consideration should be given to ensuring the appointee has the appropriate mix of competencies to undertake the role and refreshing membership on a regular basis.

Vacancies that occur due to a community representative resigning or membership lapsing may be filled by co-opting suitable candidates identified from the most recent selection process for the remainder of the previous incumbent's term.

Officers, in consultation with the Councillor committee, will make a recommendation to the Chief Executive Officer to appoint a suitable candidate to the advisory committee for the remainder of the previous incumbent's term.

Where there are no suitable candidates identified, a formal expression of interest and selection process is required. The outcome of a formal expression of interest process will be presented to Council for determination in accordance with the procedures outlined above.

Where a vacancy occurs within 6 months of the current membership expiring and providing that a quorum is maintained, there is no requirement to fill the vacancy for the remainder of the term.



<p>9. Resignation</p>	<p>A member of the LIT Committee may resign at any time. Notice of resignation is to be provided in writing to the chair of the LIT Committee.</p> <p>Membership on the LIT Committee will be deemed to have been resigned if a member fails to attend 3 consecutive meetings without prior notice.</p> <p>Any member who resigns or whose membership is terminated may be replaced by the Council following a public nomination process as noted above.</p>
<p>10. Confidential Information</p>	<p>Committee members must not disclose information that they know, or should reasonably have known is confidential information.</p> <p>Committee members have an obligation to not disclose any materials or information that is not publicly available unless approved by the Chairperson or a representative of Council.</p> <p>Committee members should be mindful of their obligations under the Privacy and Data Protection Act 2014 regarding the use and disclosure of information.</p>
<p>11. Code of Conduct</p>	<p>To ensure the LIT Committee is conducted in a respectful and efficient manner, committee members must:</p> <ul style="list-style-type: none"> • act with integrity; • impartially exercise their responsibilities in the interests of the local community; • not improperly seek to confer an advantage or disadvantage on any person, including themselves; • treat all persons with respect and have due regard to the opinions, beliefs, rights and responsibilities of Councillors, committee members and Council officers; • commit to providing a safe, inclusive and productive environment free from discrimination, harassment and bullying by not engaging in behaviour that is intimidating or that may constitute discrimination, harassment or bullying; • take reasonable care of their own health and safety and that of others; and • commit to regular attendance at meetings. <p>Community representatives appointed to advisory committees are expected to abide by this Code of Conduct.</p> <p>Any breach of this Code of Conduct by a community representative may result in termination of membership.</p> <p>Councillors are bound by the Councillor Code of Conduct.</p> <p>Council officers are bound by the Employee Code of Conduct.</p>
<p>12. Conflict of Interest</p>	<p>Meetings of an Advisory Committee may form an Assembly of Councillors. When this occurs, Councillors and officers are required to comply with the</p>



	<p>conflict of interest provisions as set down in the Local Government Act 1989.</p> <p>Where a Councillor or officer declares a conflict of interest in relation to a matter in which the committee is concerned, they must disclose the interest to the committee before the matter is considered or discussed at the meeting.</p> <p>Disclosure must include the nature of the interest and be recorded in the minutes of the meeting. The Councillor or officer must leave the room while the matter is being considered and may return only after consideration of the matter and all votes on the matter.</p> <p>Where a community member has a Conflict of Interest (as defined in the Local Government Act) in relation to a matter in which the committee is concerned, or is likely to be considered or discussed, the community member must disclose the matter to the group before the matter is considered or discussed.</p> <p>Disclosure must include the nature of the relevant interest or conflict of interest and be recorded in the minutes of the meeting. It will be at the discretion of the Chairperson if the community member remains or leaves the room whilst the matter is discussed, and this must also be recorded in the minutes of the meeting. A community member who has declared a conflict of interest on a matter must abstain from voting on the matter if they remain in the meeting.</p>
<p>13. Assembly of Councillors</p>	<p>Where a meeting is identified as an Assembly of Councillors, staff must complete a Record of Assembly of Councillors form.</p> <p>Where a Conflict of Interest is identified by a Councillor or staff member at an Assembly of Councillors, the relevant Conflict of Interest form must be completed.</p> <p>Forms must be forwarded to the Senior Governance Advisor within 5 working days of the meeting. This information will be included on the Agenda for the next available Council Meeting and published in the minutes.</p>
<p>14. Support</p>	<p>Council will provide the necessary support to assist the LIT Committee to function effectively including:</p> <ul style="list-style-type: none"> • maintaining contact details of members • preparing and distributing agendas and prior reading material • preparing and distributing meeting minutes • circulating other material to LIT Committee members as necessary • preparation of an assembly of Councillors record as required under the Local Government Act 1989.



<p>15. Media</p>	<p>Contact with the media by committee members will be conducted in accordance with the Manningham City Council Media Policy.</p> <p>Committee members should defer any media enquiries to the Chairperson in the first instance and should take care not to respond as a representative of the committee.</p>
<p>16. Review</p>	<p>A review of the terms of reference and the role, function, membership, and productivity of the LIT Committee will be conducted at least once every 4 years to ensure currency and effectiveness.</p> <p>These terms of reference may be revoked at any time by Council.</p>
<p>17. Reporting</p>	<p>Minutes will be published on the Councillor Hub and Manningham Council website with the exception of reports and attachments that are confidential in nature</p>

INNOVATION & TECHNOLOGY COMMITTEE

A. Introduction

While several innovative practices have been taking place for some time at Manningham (e.g. Transformation team), more intensive work is proposed, including increased Councillor involvement and the establishment of an Innovation Committee.

Innovation in local government requires careful consideration and selection of tested initiatives that suit the city of Manningham. Gradual progression is preferable to an all embracing over-ambitious program.

Innovative practice has been reported to produce budget savings, increased customer satisfaction and productivity improvements.

B. Rationale for establishing an Innovation Committee:

1. Council's expressed wish to excel in as many areas of its operations as possible (best city, smart city)
2. Technology's rapid advancements, the capabilities available for transformation and the many examples of local government best practice, both in Australia and overseas
3. The impact of rate capping compelling Council to do more with less and the fact that financial constraint is often a catalyst for innovation
4. The rapid population growth and the impact it is having on planning, parking, congestion, amenity and open spaces, particularly in some areas of the municipality
5. The changing demographics (age, diversity etc.) of our city and the resulting challenges they present
6. The need to give higher priority in preparing the city to be **resilient***
7. The need for the city to be **sustainable** and **eco-friendly**
8. The need for benchmarking and continuous improvement of Council's services, reflecting community's rising expectations
9. The need to review, integrate and update our IT systems, so that they improve efficiencies, while lifting service standards
10. The recognition that residents have a legitimate expectation to be better informed and meaningfully involved in Council's decision making

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(accountability, transparency, equity, open data, more accurate understanding of performance and the cost of services etc.)

11. The need to be strategic about our strengths and weaknesses, further reduce silos in organisational structure and enable Council to respond adequately to the negative impacts of externally imposed changes (N-E link, govt planning changes etc.)
12. Recent developments compel us to promote a whole of Council approach and a culture that accepts change and reasonable levels of risk. Staff at all levels need to treat innovation as an integral part of their day to day work
13. It is now essential given the large capital required for some innovative activities to establish collaborative arrangements with technology

C. Suggested structural and other related changes for consideration:

1. Establish a small Innovation & Technology Unit which will serve as a focus for co-ordinating, monitoring, researching and reporting on innovation. The Unit may be established with key Council areas seconding a suitable officer for a temporary period and an external Manager with appropriate skills. (This is an operational matter and is only included in this proposal as a suggestion. It is recognised that the CEO will decide if and in what form the Unit is established).
2. Establish an Innovation & Technology Committee with representation from Councillors from each Ward and advertise for 3-5 co-opted people from the community with digital capabilities and other relevant expertise/skills.
3. Develop Terms of Reference and scope for the Committee, clearly delineating areas of focus to avoid duplication and an unintended overarching status perceptions.
4. Develop an ongoing staff development plan to ensure a culture of change and innovation at all levels.
5. Ensure new Council plans are developed in line with this initiative.
6. Evaluate and adapt the Citi Foundation's "City Accelerator Guide" attached.

D. Suggested community involvement:

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1. After the Unit is established and the staff are trained, a preliminary plan may be prepared, following brainstorming sessions with staff and Councillors.
A community consultation/workshops may also be organised to present Council's initiative and seek ideas from residents.
2. Once an innovation culture is established, consideration may be given to the organisation of exhibitions, competitions, Awards and other events of relevance to this initiative.

E. Some initiatives taken up by local government:

a. Environment

- automatic lighting in public places
- zero waste programs (San Francisco)
- eco-friendly vehicles (Shenzhen City, China)
- reduction of CO2 emissions (City of Darebin)
- renewable energy
- incentive programs (Melbourne)
- community education programs
- garbage collection systems
- recycling and responsible consumption
- smart energy plans and policies (e.g. solar power)

b. Sustainable planning

- innovative and sustainable urban design framework
- 3D City modelling and 5G innovation (Tasmania)

c. Eco Development

- supporting business incubators and entrepreneurial development

d. Customer Service

- free wifi (Melbourne)
- open data (Melbourne)
- sensor systems producing efficiencies (e.g. parking, drainage, waste etc.)
- disability friendly cities (e.g. braille plates, ground surface indicators)

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- Online customer service (e.g. parking availability, permits, payment of rates etc.)

e. Movement

- car and bike sharing
- electric vehicles
- self-drive vehicles

f. Financial entrepreneurship

- shared council services
- public/private partnerships
- more efficient procurement
- alternative revenue generating approaches and investment in the area

g. Other technological advances

- artificial intelligence and predictive analytics (e.g. City of Casey 2018 AI Innovation iAward; predictive maintenance, Sydney Harbour bridge - Roads & Maritime Services, NSW)
- drones (adaptable for a range of tasks from infrastructure management and vegetation mapping to land use planning and tourism)
- cloud technology (the future of IT is cloud-centric and mobile-enabled)
- smart phone apps (e.g. registering complaints, reporting and alerting Council with a photo and brief information about emergencies, urgent maintenance etc.)

*** Resilient Cities**

- Reflective: using past experience to inform future decisions
- Resourceful: recognising alternative ways to use resources
- Robust: well-conceived, constructed and managed systems
- Redundant: spare capacity purposively created to accommodate disruption
- Flexible: willingness to adopt alternative strategies in response to changing circumstances
- Inclusive: prioritise broad consultation to create a shared ownership in decision making
- Integrated: bring together a range of distinct systems and institutions

Cr Mike Zafiroopoulos AM - 13/11/2018

TRIM D19/322



Guide for Embedding Breakthrough Innovation in Local Government

By Nigel Jacob
Urban Technologist-in-Residence
Living Cities

Learn more about the City Accelerator at www.governing.com/cityaccelerator

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Overview

Government is often thought of as a place where good ideas go to die. We who work in local government know this is not true. We also know, however, that cities' current set of approaches and solutions won't be enough to address our most pressing challenges. We need more and fundamentally different ways to deliver public value, and to understand and address wickedly complex problems.

This guidebook is intended to give local leaders a practical, action-oriented framework for **breakthrough innovation**: a set of approaches and practices out of the startup and municipal innovation worlds that help practitioners break out of deeply-embedded assumptions about how government is supposed to operate and open new possibilities for problem-solving and impact. Breakthrough Innovation:

- Establishes an organizational culture that is primed for taking big leaps forward in the quality and kinds of services and programs that are delivered
- Focuses a city's attention on the priorities, needs and experience of the city residents as "users" of the city
- Creates a culture where city employees can experiment, take appropriate, strategic risks, and collaborate effectively within and outside city hall, including with private sector companies and communities, and
- Treats innovation and out-of-the box thinking as a day-to-day activity, rather than a standalone practice to be implemented by specialists.

This guide is written for participants in the City Accelerator's first cohort on embedding innovation in local government, as well as other cities and intermediaries interested in municipal innovation. Its contents are rooted in my experience as a co-founder, along with Chris Osgood, of the Mayor's Office of New Urban Mechanics in Boston, where we've adopted the approaches described in this guide, along with the experiences of my many pioneering colleagues in the City, as well as nationally in tech, design, and other fields in the municipal innovation world, inside city government and out.

Guide Structure

In addition to my own experience and that of my colleagues, this guide is also rooted in a set of deeply-held beliefs about what the culture and focus of government should be. You will see in these pages that I do not shy away from articulating these values – to me, they are as important if not more so than the specific actions I hope you might take as a result of reading this guide. Accordingly, the guide is structured as a set of nine "imperatives" for change in the culture and practice of local government, organized in a set of three, loosely organized stages. These stages follow a general sequence that I've observed in the field and in my own work. You might well find it advantageous to take them up in



a different order, or in bits and pieces at a time. For each imperative, the guide outlines:

- What the imperative is and the role it plays in Breakthrough Innovation

- Why you should care about the imperative
- How to implement the imperative, including specific steps city teams can use to get started and profiles of the imperative in action.

Breakthrough Innovation: Guiding Values

The four elements of Breakthrough Innovation are grounded in a set of deeply held beliefs about what the culture of government should be. These are:

- **People First:** As a public-serving enterprise, government operations should consistently prioritize the needs and experience of people over the needs of the bureaucracy. A city's innovation practice should also be rooted in the shared values and deepest aspirations of its residents.
- **Open Innovation:** While civic engagement is often treated like a check-the-box exercise in public process, we see it as a fundamental, and often-misunderstood, part of social innovation and policymaking. City residents bring lived expertise and their own ingenuity to the process of understanding problems and developing and testing innovative solutions.
- **Public Entrepreneurship:** Government is fundamentally a social venture. As such, it should be guided by a spirit of principled entrepreneurship, supporting strategic risk-taking and a culture of constant learning and evolution. Public servants should be empowered with the support and tools they need to create, pilot and scale new ways of working.
- **Culture of Innovation:** Innovation cannot just be just the job of one person or of highly-paid consultants. Nor can it be solely a top-down mandate. Rather, all city employees should be empowered, encouraged, and given the leeway to innovate so that new and breakthrough ideas can come from every corner of a city's administration -- and so that innovative ideas diffuse more easily across administrations and cities.

Breakthrough Innovation and Incremental Innovation

We in local government tend to equate all innovation with incremental change in how we deliver services, develop and deploy programs, etc. This incremental approach is important and is grounded in solid management practice, but we need to be able to find ways to take big leaps forward along with small, steady steps, and to challenge and expand our own thinking about the truly hard problems we face and how we can solve them, in order to realize our greatest ambitions for our cities. I use the term "Breakthrough Innovation" here to differentiate the approach described here from an incremental approach.

Stage I: Prepare for Breakthrough

Many people think that the first step for an innovation practice is to get your mayor to issue an executive order, or to get enabling legislation from a city council. If this is feasible for you, it's worth thinking about. But in many cases it won't be. And truth be told, an executive order issued or law passed without the necessary groundwork can raise expectations before your city is actually ready to hit the ground running. Three steps, while they may seem rudimentary, can help you take your Breakthrough Innovation practice farther, faster.

Imperative 1: Tell Your Innovation Story

Your city's "innovation story" – your narrative about how innovation will help the city accomplish its greatest ambitions – is the bedrock of your Breakthrough Innovation practice. Telling your innovation story helps build understanding and excitement

about the work among colleagues and potential partners. This is true both of the innovation practice overall, and of individual innovation projects. This section will help you craft or refine your city's innovation story.



Imperative 2: Focus on the Issues That Matter

While it can be tempting to work on uncontroversial “small wins,” your innovation work should focus primarily on city residents’ highest priorities lest it come to be seen as irrelevant or devoid of substance. An innovation office or team should be central – not marginal – to the advancement of the administration’s agenda. This section will help you identify high-priority issues around which to develop your pipeline.

Imperative 3: Orient towards People

The area with the greatest opportunity for civic innovation is not within city hall, but rather in the space between city government and its residents. A core facet of that space is how city residents experience an administration’s services, programs and policies. This section will help cities to incorporate the dot-com world’s practice of user experience to increase resident satisfaction with and utilization of city services.



Louisville Mayor Greg Fischer with the Dalai Lama. Mayor Fischer has championed Louisville as The World’s Most Compassionate City.

Stage II: Establish a Culture of, and Structures for, Breakthrough Innovation

Creating a culture of innovation – a set of norms that guide and sustain innovation – is what distinguishes a great organization (Google or Amazon) from an average one (lots of examples out there). In local government it is indeed possible to establish such a culture but it requires a careful consideration about encouraging risk-taking while also managing risk, giving employees the freedom to explore, etc. In this stage, your focus should be on building the necessary support, structures, norms and partnerships to make your innovation practice self-sustaining.

Imperative 4: Give Innovation a Home

Every city department has a dual mandate to execute and to innovate. It can feel nearly impossible to do both, and the necessity of daily execution usually takes precedence over transformative innovation. Consequently, cities need to dedicate separate staff to focus exclusively on cultivating their practice of innovation. This section will walk through the ins and outs of setting up an institutional home for innovation, including calibrating your use of mayoral authority and setting your innovation team up for success.

Imperative 5: Support Strategic Risk-Taking

Failure is generally a scary proposition for any government official, but innovation requires the possibility of failure. In fact, failure is an essential part of the innovation process, providing important data

to guide future successes. An innovation practice must thus allow for, and even expect, some failure. This section will help you manage risk in a way that facilitates, rather than inhibits, innovation.

Imperative 6: Collaborate to Innovate

City governments typically don’t have all the resources, skills or knowledge (e.g., design, leading technology) needed to deliver innovative services and programs. Having good partners to help fill those gaps is critical. Local entrepreneurs, businesses, universities, nonprofits, and residents can offer ideas, skills, time, passion, and resources for innovation projects -- and also generate the external support necessary to help sustain innovation when fires pop up inside city hall. This section will focus on the mechanics of creating and nurturing innovation partnerships.





Graduates of Nashville's Ideas to Reality program, which cultivates innovators inside and outside of local government, with Mayor Karl Dean

Stage III: Embed Breakthrough Innovation in Your Day-to-Day Work

Understanding innovation in the abstract is one thing; building it into day-to-day work is another. This section will help you enlist your colleagues across local government as partners in the brass tacks of innovation while still keeping the trains running on time.

Imperative 7: Go Agile

An agile approach is an iterative methodology for experimenting, learning and adapting so that projects stay focused on delivering value with and for residents and that bad hypotheses get weeded out at low cost. Agile is a vital part of managing the risks of innovation because it allows us to break big, scary bets down into small, testable bites. This section will help you and your colleagues get on your way towards building agile approaches into your city's innovation practice.

Imperative 8: Be Prolific

While traditional management theory would encourage you to focus on doing a few things really well, our experience suggests that an innovation team should run a large number of projects at once. It is unknown which innovations will be successful and which ones won't, so the office always needs to be building plenty of partnerships and pursuing many pilots. Having many projects running simultaneously means that regardless of whether projects succeed or fail, there are always new innovations in development. This section will help you develop a healthy pipeline of projects without

stretching yourselves too thin or sacrificing the quality of any given project.

Imperative 9: Grow the Field, Within and Outside Your City

It is critical that your innovation team learn from its various projects and experiments and incorporate that learning into its practice on an ongoing basis. This is as true of other cities' work as it is of your own city's.

Many cities across the country are working to innovate with, and for the benefit of, their constituents. This section will help you work with other cities to share ideas, learn from their actions and then direct your own efforts accordingly.

An innovation practice must allow for, and even expect, some failure.

The pages that follow describe these imperatives in greater detail. We will build out and update this guide as we learn more from the efforts of the cohort cities, get feedback from readers and refine our thinking. We encourage and request your participation in this effort. Email me at njacob@livingcities.org, or tweet at me (@nsjacob) or at Living Cities (@Living_Cities) with your thoughts, or blog your own ideas about municipal innovation and send them to us.

STAGE I: Prepare for Breakthrough

We in local government tend to equate all innovation with incremental change in how we deliver services, develop and deploy programs, etc. This incremental approach is a reasonable starting point and is grounded in well-understood management practice such as Business Process Management, Six Sigma, etc. and has made government, on balance, more effective, more efficient and more able to deliver better service than it has ever been. And yet, at the same time, trust in government is lower than ever in many parts of the country. There could be many reasons for this, but for those of us working in local government, it reinforces the urgency of finding fundamentally new and better ways of solving seemingly intractable problems.

In short, local government’s traditional focus on incremental change can no longer be the only approach to change and innovation that we employ.

We need the capacity to create the conditions for big leaps forward in how we deliver services. We need the capacity to enable (and manage) disruptive innovations that will enable us to take on the really hard problems we face in our cities, such as overhauling our local education systems, creating new models of affordable housing for both the young and old, and climate change. These challenges require both a culture of continuous improvement and sustaining innovation as well as a culture that supports Breakthrough Innovation.

Imperative 1 - Tell Your Innovation Story

What

Establishing a practice of Breakthrough Innovation in local government starts with telling a story to your various constituents about the role that an innovation practice will play in the broader context of the city. For example, in Boston, our story began with a description of the management style of our then-mayor, Tom M. Menino, and how his people-centered approach to running the city could be augmented by a people-centered approach to innovation. This story evolved into The Mayor’s Office of New Urban Mechanics.

An innovation story is, at its heart, an elevator pitch grounded in the core values and greatest aspirations of your city, that links to the innovation goals you are developing and testing for your Breakthrough Innovation Practice. It should evolve as your practice evolves and be customizable for various audiences throughout the city.

Why

Telling the story of your innovation practice serves three purposes:

1. A good story will enable potential collaborators (and funders) to be inspired by your work and thus more likely to want to work with you.

2. It encourages a process of reflection wherein the innovation team looks inward at what they do and how they work to explore areas of improvement and / or new topics of work.
3. It creates a context for your colleagues to align themselves with your innovation practice.

How

1. Create Your Innovation Elevator Pitch. A good pitch has three basic elements:

- **Clear, Concise and Short:** Brevity is a useful discipline to get into since you often have only a few moments to communicate your work and why someone should be interested in it.
- **Compelling:** A good pitch gets you in the gut and in the head: It should be rooted in your city’s core values and aspirations, and should also just be an interesting story that somebody actually wants to hear. It should also relate to important outcomes on lives of people, especially vulnerable populations.
- **Believable:** Your pitch should be bold but also realistic -- a listener should be able to believe that your team and its approach can deliver. Be ambitious but be sure that your goals are achievable as outcomes in real people’s lives. Connect your work to the big challenges that your city is facing.



2. Deliver your pitch. Again and again. To anyone who will listen. Use your pitch to build interest in your work and to build momentum and deliver it to a wide variety of constituents. Be sure to pay attention to your audience and gauge their reactions to what you are saying. Is the tone right? Do they like or dislike your phraseology, etc.?

As you gauge people’s reactions and get feedback, you’ll iterate on this pitch many, many times. You will also likely develop variations on the pitch for audiences with different priorities (e.g., civic technologists, community groups).

Innovation Storytelling and Risk Management

Managing the risk of innovation is key if the work is to keep and maintain support from our peers. Storytelling is a simple and engaging way to gather support for your Breakthrough Innovation practice, articulate why we’re taking on any risks in a given project, and rally people around the potential benefits we will accrue if the project is successful.

3. Keep your pitch up to date. The pitch has to stay in sync with the work you are actually doing. If it lags, people won’t get it. You should also use your pitch to tell your audience what you are learning over the course of rolling out your program, initiative, product, etc. This in turn means that your pitch should be evolving over time. If it isn’t, it may mean that either you’re not reflecting enough on the work as it evolves, or that the work is stalling.

Imperative 2 - Focus on the Issues That Matter
What

As your innovation team builds a pipeline of poten-

tial projects, it should only include those that address the highest priorities for the City’s residents. An innovation office should be central – not marginal – in the advancement of the administration’s agenda.

One of the first questions that an innovation team faces is “what do we work on?” This is the central question of government-led innovation teams since it will determine where you spend your time and the sort of impact you can expect to have. Often these

teams may start out working on problems in the “low-hanging fruit” category. This may be useful for building momentum, but it can also pigeonhole the team into certain kinds of work in the eyes of your executive, peers, the public, etc.

A powerful answer to the question of “where do we start?” is to focus on the needs of your constituents. Listen to what your public is telling you is important to them. Listen to what the Mayor is telling you she is hearing from the public. Focus on what matters to people and what affects their lives. Using this as your starting point will give the innovation team powerful cover from detractors and will build credibility.

Profiles: Storytelling at TED and its influence on innovation culture

Telling stories is what TED is all about. TED is about taking complicated ideas and making them into simple, compelling stories that fascinate, delight and inspire listeners. For those of us in local government who are trying to build support for our work, there is an important lesson for us in TED. Indeed, our potential collaborators may be suspicious of us, but if you can get your innovation story down to something like a TED talk, the chances of people wanting to work with you are going to be much higher.



Three years ago, Jen Pahlka, the founder of Code For America, gave a talk that has since generated some three million hits. For many people, Pahlka’s TED Talk served as their on-ramp for learning about the new world of Civic Technology and it continues to drive interest in this field. One of the memorable aspects of her talk was a short story about how civic tech in the hands of neighbors helped to set free a trapped possum in Boston. The “Possum Story” has almost become a legend in the lore of the civic tech world. It is elements such as these that make the story engaging, humorous and emotionally appealing.



Why

By starting with projects that matter to your residents, you set the starting conditions for working on projects that will conceivably be relevant in their impact. Focusing on less critical issues, even if successful, could likely end up producing breakthroughs that nobody really cares about.

Focusing on real areas of concern within your community will also encourage social and civic innovators to step forward to work with you. Creating partnership opportunities based on your willingness to tackle hard issues is key to building your network and ecosystem of supporters.

Adopting an approach that focuses on real issues also means that innovation shouldn't only be limited to technology. Innovation is about everything we do as local governments and we deliver lots of programs and services that have little to do with technology. Everything from delivering information via paper flyers to using performance art as a way of engaging in public discourse are all offerings that should be in the toolbox of your innovation teams.

While your first impulse might be to do a listening tour and gain consensus around a framework for innovation before starting with any projects, this approach will only slow you down.

How

1. Source initial priorities. There are several key sources you can look to to identify issues worth working on. These include:

- **Your local executive's strategic plan:** If you're in the mayor's office, it can be tough not to be seen as being responsive to his or her priorities, and you want him or her to be supportive of what you're doing. This should be your first filter when considering what to work on. The nice thing about this is that mayors' and city managers' priorities tend to be broad enough that you'll have a big canvas on which to paint.
- **Department heads and staff:** Department heads and their staff will have reads on what city residents are saying and what issues in their departments are affecting local residents. They won't always be right -- and in fact identifying places where their thinking is contradicted by reality is an important part of the breakthrough innovation process.
- **Individuals and Communities:** Community-serving organizations can identify issues

of primary concern to residents. It's also important to go directly to the people (more on this in Practice 3)

- **Operations Staff:** Operations staff can often identify "pain points" that indirectly affect the ability of city departments and front-line staff to deliver value to city residents.

Once you've identified potential priorities to start with, you want to filter those through criteria which can include:

- **Doability:** are the potential areas of work you are uncovering actually executable by you and your team with the resources and time you have available? What can you do without running into obstacles that will slow you down, like the need to change legislation?
- **Impact:** What outcomes can we realistically achieve and will they matter to anyone?

2. Start Doing Stuff. While your first impulse might be to do a listening tour and gain consensus around a framework for innovation before starting with any projects, this approach will only slow you down. Mayors want to see results, and while you're gathering information and massaging the lan-

guage in your report to fend off political sabotage, you can't produce anything. In New Urban Mechanics we're constantly listening and doing, doing and listening. It's worth noting that you may have to start small with collaborators on issues that matter and work your way up to bigger projects -- this helps to build partners' confidence that they can work with you to do big things.

3. Scout for Talent. Because your team will always be too small to do all the work that needs to be done, your collaborators are in some ways even more important than your projects. Whenever we evaluate potential projects, we look at whether our prospective partners can deliver. If you have to choose between a lackluster team with a great idea and a great team with a lackluster idea, our experience suggests that you can do more with the latter than the former.

As your go-to people start to come out of the woodwork, you can work with them to identify and hone projects with real potential for impact that we



can articulate to a lay audience and relate back to the core priorities we've identified and the impact of the work in the everyday lives of our residents. As your work progresses, you will cultivate a cadre of people working on projects aligned with core local priorities who have a good chance at delivering and adding value.

Getting Started

- **Go to The People.** Create opportunities for residents to be a part of determining what good services and programs look like. Go to community meetings to understand the issues and to engage residents in real conversations. Look for ways of using technology to encourage participation that builds on top of (and not just instead of) the community meeting model.
- **Connect with colleagues** in departments that align with the city executive's priorities. Look for people who are fired up about what needs to change and who have a track record of working well with others and delivering results.
- **Articulate your criteria for projects.** What's doable or not doable for you? What does impact mean for your team? By saying your criteria out loud or writing them down, you help your team develop consistency around, and continually test your hunches about, what kinds of projects really work.

Imperative 3: Orient towards People

What

The area with the greatest opportunity for civic innovation is not within city halls; it's in the space between city government and its citizens. Projects should focus on new tools that engage, serve, or address the issues of its residents.

Focusing on the needs of people can be a radical reordering of how we work in local government. When carried to excess, the prevailing emphasis on efficiency and cost savings in local government can crowd out a focus on the impact of our work on residents, or the quality of their experience with government. And yet a city's bureaucracy exists to further the interests of the people. Thus, a core part of a practice of Breakthrough Innovation is to put city residents back in the center, where they belong.

A people-centered approach to government has, as its primary objective, improving the experience of the city resident, both in general and in terms of interactions with government. It is grounded in the precept that every city service rolls up to a basic value proposition to the city's "users." And it borrows from the tech world's discipline of Human-Centered Design.

In the practice of Human-Centered Design, teams that are building products and services start their work by exploring users' needs. As basic as it sounds, the emphasis in this methodology is on listening. Through an iterative process of listening, observing, prototyping and adjusting, we can develop and improve products and services that deliver a superior user experience.

Profiles: Greg Fischer and the Compassionate City

Louisville mayor Greg Fischer is "a businessman who just happens to be mayor." Throughout his career, he's built successful companies. A core part of his approach is to ground the work of his enterprises in basic human values. High among those values is compassion.

For a businessman to go around talking about compassion "raised a lot of eyebrows" at first, says Fischer. "People think politicians are supposed to be tough. But when you go back and listen to the Kennedy brothers, for example, you hear a lot about love and brothers and sisters, a nation growing as a family, but in the last half-century a lot of that has been squeezed out of the discourse. As it turns out, people on both sides of the aisle respond to it well."

Mayor Fischer has used the vision of "The Compassionate City" to mobilize action inside and outside of City Hall. A committee co-chaired by the head of Louisville's Community Services and Revitalization Department and a private attorney has facilitated work to cultivate compassion across the city, including in top mayoral priorities including education and healthcare, and has generated tens of thousands of service-hours during citywide "weeks of compassion." As a result of this work, Louisville received a visit from the Dalai Lama in 2012 and has been dubbed "The World's Most Compassionate City" by the Charter for Compassion.



By emphasizing compassion, Mayor Fischer and his senior leaders have helped to embed the value in the city's civil service. "You hear people talking about what the compassionate thing to do is," says Theresa Reno-Weber, the mayor's Chief of Performance and Technology. "That wasn't happening before." Mayor Fischer is even considering whether there is some kind of metric that can be used to further advance the practice of compassion within his Administration. But, he says, the metric is secondary to the work. "It's about cultivating the soul of the city. Is that compassion or something else? What we call it matters less than what we do."

Why

Government is fundamentally a social enterprise. However, it's easy for government to get away from that and focus on its own needs at the expense of the needs, desires and dreams of the people. By bringing your constituents into the design process, you can directly understand and address the issues that they're seeing, the areas of impact that they're highlighting, and help deliver results that matter to them. When it comes to delivering public value, we don't -- and shouldn't -- have to guess what people want.

How

1. Develop a Practice of User Research. Understanding how your residents use (or don't use) your services and programs is key to being able to know where to focus your efforts. There are many different methods of doing this, and they can be quite simple. For example, Code for America's fellows have been known to sit in a social service office with cookies and lemonade and ask people about their experience in the office. Develop a few basic approaches and get your cadre of innovation talent to try them out as an initial step in your projects.

2. Designate (or hire) people as Product Managers. This is something that we can learn from the startup world, where products have product managers. The product manager is a role in a startup that focuses on how people do or don't use the products that the company is producing. The product manager's job is to own the features of the product

(as opposed to the engineers, etc.) so that the organization is building the tools that people want to use as opposed to the tools that software developers want to build. Chances are pretty good you have at least a few people in your administration that already have this skillset but are just looking for cover to use it.

3. Draft a Set of Design Principles. Providing some lightweight guidance to your innovators, and for your own core team, can help people know what to look for as they assess and iterate on city services and programs. Your design principles should be simple and intuitive. For example, your principles could say that software should be "simple, beautiful and easy-to-use," or "don't make people do extra work." Five to eight basic principles should do.

Open Innovation

In the modern world, our constituents are increasingly able to have direct control and impact on the products and services they use (think Google or Amazon). These companies spend a great deal of time listening to their users, observing their behaviors and building products and iteratively rolling those services out to users.

This new world, in which our constituents are increasingly no longer seeing themselves as passive consumers but rather as "prosumers" (producer-consumer), means that local government must adapt the ways that it delivers services and programs to the public.

MIT Professor Erich Von Hippel has framed this way of actively engaging with "customers" as Open Innovation. Whether we call it Open Innovation or Human Centered Design or simply being People-Oriented, the intent is the same: solving the real problems of real people for real impact.

Getting Started

- **Do some mystery shopping** as a first experiment in user research. Try using the services and programs that your organization provides to the public. What kind of experience do your users have when they make use of government services?
- **Draft your design principles.** It doesn't have to be a binding document, and at first you might not even want to share it beyond your



team. But once you have a draft, you can test it out with colleagues and get feedback on it from your closest partners.

- **Learn up on Human-Centered Design.** There are some great, free resources out there, including IDEO’s Human-Centered Design Toolkit and Acumen’s free, online class on HCD.

Profiles: Code for America and “Guerrilla UX”

A few years ago, Code for America hired Cyd Harrell as their “User Experience (UX) Evangelist.” User Experience is a practice of Human-Centered Design rooted in website development. Cyd set about helping Code For America’s people, and local governments more broadly, make local government “simple, beautiful and easy to use.”

As is often the case in Breakthrough Innovation, Harrell didn’t have to generate this practice from scratch. Indeed, she soon discovered, Code for America’s staff and fellows were already doing “guerrilla” versions of it in cities. “We would have fellows asking their local partners: ‘hey, can I just sit in this office with cookies and lemonade and talk to people?’” Harrell’s role has been to encourage and support practices like these and ensure that the spirit of User Experience pervades the work of Code for America and its partners.

The work, Harrell says, doesn’t have to be difficult. “Jacob Nielsen, the father of usability, says you can understand usability by talking to only five people. He would say: ‘The biggest difference in your knowledge is between zero people and one person.’”

User Experience brings a fresh perspective to the age-old challenge of providing city services that respect the time and dignity of the user of that service. “Why should people have to go through the humiliating experience of bending down to talk to somebody through bulletproof glass, or providing the same information over and over?” she says. While most of us understand this dimension of the problem, Harrell points out that the same is as true of the people who provide the services as the people who access them. “I’ve worked with web design teams, and it’s really hard for them that they’re trying to roll out improvements to their sites and not getting the feedback they need to make sure people actually like the changes.” User experience, Harrell says, should touch both the front-end and the back-end of city operations.

Ultimately, according to Harrell, the goal is to make the user’s experience a core part of how a service is evaluated. “Satisfaction isn’t always the best metric, and it’s certainly not the only metric, but it’s a start to thinking about the tools civil servants are using and whether they’re best empowering both the providers and users of civil services.”



Stage II: Establish a Culture of, and Structures for, Breakthrough Innovation

Creating a culture of innovation is what distinguishes a great organization (e.g., Google or Amazon) from the many average ones. It is indeed possible to establish such a culture in local government. The key is to create the right conditions in which ready and willing innovators inside and outside your administration can flourish, and in which new innovators can be cultivated. Some of this work requires supportive structures, such as a dedicated innovation team. Other critical changes can be as simple as saying “yes” to ideas that might traditionally be non-starters. This section of the guide explores three key things you can do to establish the culture and structures of innovation.

Imperative 4: Give Innovation a Home

What

Every city department has a dual mandate to execute and to innovate. It can feel nearly impossible to do both, and the necessity of daily execution usually takes precedence over transformative innovation.

Consequently, cities need to dedicate separate staff to focus exclusively on innovation. This staff can work jointly with departments, providing a home to innovative efforts that departments often don't have the resources or the bandwidth to create and maintain.

One common misconception about innovation teams is that they have to “own” innovation. However, the purpose of an innovation team is to facilitate innovation, not to control it. When we look at successful innovation practices across cities, innovation teams generally serve as supports and “lightning rods” for innovation activities led by others inside and outside city hall, though the innovation team may drive certain projects that otherwise have no “natural” home. In Boston, the Mayor’s Office of New Urban Mechanics frames itself as a “civic innovation lab” which partners with other departments and external groups to develop innovative solutions, and take the driver’s seat on projects only when necessary.

Why

Giving innovation a home is about creating a center of gravity that can be used to build momentum and drive the Mayor’s innovation agenda forward. It can provide a place of collaboration where innovators both inside and outside of government can find each other and engage in the work of Breakthrough Innovation. An innovation team can also bring relatively unique skills and experiences that have yet to become commonplace in city administrations, such as human-centered design (discussed earlier in this

document) or agile development (discussed later). It also makes the cultivation of a citywide practice of innovation someone’s day-job, which is critical since it is so easy for us all to become lost in the everyday business of government. Finally, a home for innovation can serve to provide legitimacy and political cover to innovators across your administration.

The purpose of an innovation team is to facilitate innovation, not to control it.

How

1. Declare Innovation a Priority.

Having the Mayor spend some political capital to publicly state that she will establish an innovation team is a great way to build momentum. This can take the form of an official order or a more casual “launch” in a speech. The key is to calibrate your use of the mayor’s megaphone and authority so that you

have clear sanction but without triggering otherwise avoidable resistance. In Boston, for example, a very public but “lightweight” approach was used to launch New Urban Mechanics. The Mayor used his State of the City address in 2010 to first start talking about this new office, even while it had already started working. The advantage with this approach as opposed to a more “official” launch via an executive order or similar method is that it allows the innovation team to start working right away, whereas a more formal approach could immediately set up opposition from other departments who think they “own” innovation.

2. Start Small. A good innovation team can start out small (two people) and then, hopefully, grow over time. Two people with complementary skills and knowledge can work wonders. For example, in the case of the City of Philadelphia the team initially consisted of seasoned city employee (15 years), Jeff Friedman, with a relative neophyte, Story Bellows (former Executive Director of the Mayor’s Institute on City Design). Jeff brought deep systemic knowledge about Philadelphia local government to



the table and Story brought her skills and contacts from the design world with her. Many effective innovation teams have one person who is internally focused (works with folks inside the administration) and one who focuses on collaboration with external partners (see Imperative Six).

One important part of building your innovation team is to avoid starting the work from scratch. It is far more effective to start your innovation team based on work that is already happening and by empowering the people that are already doing it. Starting from scratch takes a long time and is highly susceptible to political sabotage by others. It's also important not to overbuild your team too early. A smaller initial team allows you to build based on the needs you discover, rather than hiring based on a set of assumptions about what you need that gets proven wrong as your team starts learning from its projects and experiments.

3. Give the team latitude. A key element in the success of the innovation team will be the degree to which they have latitude or flexibility in the projects they work on. This requires some restraint on the part of the city's senior leadership. For example, there is often an impulse among city leadership to create an oversight committee for the innovation team. While having such a committee could assure that the innovation team is connected to other city departments, it can also act to slow the team's work down and undermine its ability to act creatively and opportunistically. Rather, the city executive or chief of staff and the innovation team should have a general agreement-in-principle (preferably not even written down) about priorities and the (minimum possible) guardrails so that the innovation team can go forth and experiment. This understanding will evolve over time, so it will be important for the innovation team and the mayor or chief of staff to be in regular contact.

Getting Started

- **Find two people.** The core of your team can come from inside or outside the administration, and cities have been successful both ways. Good candidates locally could emerge as you tell your innovation story. If you want to search nationally, call an innovation director you respect and ask for suggestions.
- **Create (or find) a physical space for your innovation team.** The space that we create for our innovation team can set the tone for their work, so it should embody their work ethic and their areas of work. Help them make the space creative, open and encouraging of collaboration. If you're pressed for space, take an existing space and put something like IdeaPaint on the walls. In the case of Boston, we put the team right next to the Mayor's Office. This helped to send a strong signal that innovation was a high-level priority. It also helped to encourage collaboration since the team was easy to find. In other cities, the innovation team has been located in other spaces such as in the budget department. NOT being close to the executive can also be a good thing since it may make city employees feel more comfortable in approaching the innovation team. Every space can have upsides and downsides, so give it some thought and then go with your instincts.
- **Encourage the innovation team to hold office hours,** in which anyone can drop in to pitch ideas to the team. These sessions should be about getting to know people, learning about what they are proposing, and helping to cultivate their thinking around innovation and innovation projects.

Profile: Boston's Urban Mechanic sends a signal: The Mayor's Office of New Urban Mechanics

In 2010, Thomas M. Menino won his fifth term as Mayor of Boston. For many observers, they assumed that this meant a steady hand in Boston's continued growth. However, in 15 years in office, you learn more than a little about what works and what doesn't in local government. One thing that Mayor Menino was clear about was that local government can certainly innovate and it often does. But at the same time, these innovations tend to be sporadic and the rate at which they are produced can be unreliable.

This issue as well as a general intent to spend some of the political capital he had accrued over the past many years led Mayor Menino, in consultation with his new chief of staff, Mitch Weiss, to create an innovation lab patterned after the Mayor's nuts-and-bolts approach to running the city, which earned him the nickname, the Urban Mechanic. This group, the Mayor's Office of New Urban Mechanics (MONUM),



would drive the Mayor’s innovation agenda forward and would thus serve as his clarion call that unless we are actively innovating we are standing still and thus, falling behind.

MONUM would serve as the rallying point for innovation across the organization, but it would by no means be the only source of innovation in Boston local government. Groups such as the Department of Innovation and Technology, under the leadership of nationally recognized Chief Information Officer, Bill Oates, and the Department of Public Works, under Commissioner Joanne Massaro, would also be key anchors in moving the Mayor’s Innovation agenda forward.

Imperative 5: Support Strategic Risk-Taking

What

Failure is generally a scary proposition for any government official, but innovation requires the possibility of failure. Therefore it is important for the office to allow for -- and even expect -- some failure. If all the projects the office runs are successful, it probably isn’t thinking big enough or taking enough risk.

Risk is only a problem when we don’t have a way of managing risk. In local government, bureaucracy often functions to manage risk by slowing things down and removing any scary elements of a project. But the scary parts are often the parts where progress is most needed.

A successful Breakthrough Innovation Practice helps to pave the way for strategic risk-taking and provide cover when some innovative projects inevitably fail. It creates a container within which acceptable risks (e.g., people might not like these changes to a webpage) can be taken without being blown out of proportion and provides reassurance that bad risks will be avoided (e.g., we won’t promise anything we can’t deliver), and helps to stage projects and experiments (see Imperative Eight) so that failure comes in smaller, more digestible doses that require less damage control. And it communicates about risk and failure in ways that affirm innovators and embolden others to step up and try new things.

Risk is only a problem when we don’t have a way of managing risk.

Why

The challenges we face in America’s cities are deep. The only way that we can make any real headway on them is to put them squarely in our cross-hairs and dig in. We won’t get where we need to be if we can’t act boldly.

Taking on the big problems of our times takes a sophisticated approach to managing the risk of innovation. In local government, this risk is usually the risk of what happens in the case the of failure and how that affects the reputations of the mayor or of government workers. The way to deal with this is not to systematically weed out anything even remotely risky, but rather to give these government employees cover, to manage the communications around failed experiments for them, and to publicly validate the efforts of those willing to take strategic risks.

How

1. Encourage your innovators in the early going.

A question that we often hear from our colleagues in other cities is “how do we get our organization to be innovative?” The answer to the question is often “you don’t.” What generally works better is to make it safe for the potential innovators that are already there (and I guarantee you they are there) to step forward to do this work. Trying to change everyone’s minds at once is hard, to say the least. But if you stay the course with telling your innovation story repeatedly to anyone who will listen, reach out to people and keep your office hours in your welcoming space, people will respond and will seek you out. Reward these early adopters with your support, encouragement and validation.

2. Help your innovators communicate around risk.

As with any good experiment (more on this later), you and your innovation partners should have credible hypotheses about how your projects might fail and what the consequences of failure might be. You should also be able to find ways to hedge against those risks (e.g., I can mitigate the risk that this project will offend a given community by doing user research in that community), and often those hedges can add value to the project. When you need to communicate about a project’s risks, always try to pair that with the hedge and the benefits



that make the risk worthwhile. If a project fails, the innovation team should own the communications around that failure on behalf of the innovators who are putting their names on the line.

3. Celebrate innovators and their innovations (and their failures). Celebrating successes and failures is key to creating a culture in which people are willing to take risks and try new things. Having an innovator share the limelight with your mayor, for example, by including a quote from them in a press story, can send a signal that innovation is rewarded and important. Having the mayor talk about people whose failures added value to the city's work can be awkward if done clumsily but really valuable when done well. This is primarily about two things: putting the failure in the context of the outcome the innovator was working towards; and de-coupling the failure of the experiment from the ability of the individual by affirming that they did things, if not perfectly, at least to a high standard.

Getting Started

- **Create a support group for your innovators.** People that are doing creative work inside of bureaucracies face lots of uphill challenges. Bringing these people together periodically can be both cathartic, as they share their battle stories, but also energizing, as they learn from each other and start developing ideas together

(which will inevitably happen). There are many ways to find these people. Start with people you know and then ask each of them to invite one other person they know to the meeting. You can also broadcast out your invitation across your organization. Do whatever works.

- **Ask the White House to recognize your innovators.** It may sound crazy, but you can actually work with the WhiteHouse Office of Science and Technology to have your innovators recognized as a Champion of Change: <http://www.whitehouse.gov/champions> (email brian_j_forde@ostp.eop.gov for details)
- **Create a front-door for innovators (both internal and external to local gov) and their ideas.** Make it easy for people to find you. Give away your email address freely and invite people to visit you. Being approachable is critical to emboldening your innovators.

Imperative 6: Collaborate to Innovate

What

Resources are constrained for every city, but potential partners usually abound. Local entrepreneurs, businesses, universities, nonprofits, philanthropic organizations, and residents offer a combination of ideas, skills, time, passion, and financial support to develop new, breakthrough projects.

Profile: "The Department of Failure"

Dealing with failure and risk are important aspects in creating an innovation practice. In 2010, two Harvard Kennedy School students, Jayant Kairam and Matt Joyce, approached the then-fledgling Mayor's Office of New Urban Mechanics with an offer to do a research project on innovation in local government. In collaboration with MONUM the students focused their work on the inhibitors and enablers of innovation in local government. The research project took the form of a questionnaire that was sent out to a wide range of city employees which asked questions such as: "Are there distinct barriers to innovation in your department?" and "Can you describe an example of a failed innovation and why you feel it failed?" The research paper makes for fascinating reading and it highlighted many observations about what works and what doesn't in Boston's local government. One such observation was that the fear of failure on the part of senior managers, and how it would impact their reputations across the organization and the minds of the Mayor, the press and the public, was a key stumbling block for innovation. Another key observation was that local government doesn't really have a means to manage the risk of innovation. As such, when a Mayor or other senior executive exhorts her staff to "go out and innovate" it really is an unfair ask.

This observation had a profound influence on the development of the Mayor's Office of New Urban Mechanics. MONUM's role as a "Risk Aggregator," offloading the risk of projects from other departments onto its own shoulders, has been key to how it operates and adds value.

As such, MONUM serves, in effect, as "The Department of Failure" (or, The Department of Yes) and enables our local colleagues to try out new ideas and to take risks.



Engaging in these sorts of collaborative partnerships, of course, can often be very difficult. These different sectors use different language to describe the same thing and often have related but different goals from each other. Finding the intersection of your goals as local government officials and those of your partners is the crux of the issue. This is in fact a much larger problem when tackling big urban systemic challenges. The need for “translators” is everywhere in cities.

However, this need can actually be an opportunity for local government. Since government is here to stay and as such must have the long-term view in mind, we can form lasting relationships with these sectors and thus serve as key translators. The key is for government to develop the culture and skills that make this possible. Innovation teams can be a critical part of that process.

Why

In order to be able to take on the truly hard problems we face, we can no longer afford to think about government and government services as being inherently inferior to, or isolated from, solutions from other sectors. We need to raise the bar in the quality of the “products” we deliver to residents and in the level of engagement and empathy we demonstrate with communities. This will require us to step outside of how we have traditionally worked. This is the role that collaborations play for local government. They enable us to explore new territory and push the limits of what we can do.

How

1. Keep it simple. Before you have institutional partnerships, you’ll have individual partnerships. These are the people who will help you prove your worth and help you learn, by doing, what if any more formalized relationships (e.g., a partnership with a university) might have value. Before New Urban Mechanics had a relationship with Engagement Lab at Emerson College, Chris Osgood and I had a relationship with a professor there named Eric Gordon.

Generally speaking, it’s usually better to start with small collaborative projects before crafting big partnerships. You’re almost always better off formalizing what you’re already doing than building structure first. Avoid contracts or Memoranda of Understanding wherever possible -- the benefits of the added clarity are usually offset by reduced

flexibility. Keep things low-stakes to give yourselves maximum room to run.

2. Consider public-private structures to support clearly defined goals. When there are clear systemic needs to support innovation that the city is not well-positioned to host, a semi-public entity might be appropriate. Several cities have experimented with this, particularly around civic technology and open data. Smart Chicago Collaborative, for example (profiled below), has partnered with local foundations and city hall to facilitate the production of quality civic technology tools and help close the digital divide. In Louisville, Mayor Fischer’s Civic Innovation Chief created a public-private repository for air quality data that private citizens were collecting on their own but that the administration was not, at least in the short term, in a position to house.

3. Be prepared to translate both linguistically and in terms of strategic interests. Often, when approaching potential partners, you may not be using the same language and concepts that they are. As the bridge-builder, it’s your job to speak their language and to tie the work to their core values. Across these different worlds, framing your message in terms of how it affects people’s everyday lives can also be a useful way to break potential collaborators (and sometimes even yourself) out of a more parochial mindset. Additionally, key stakeholders won’t always see the alignment of interests as well as you or your core partners will. It’s your job to both remind people of their shared interests and to help craft the work in ways that address partners’ pain points.

Getting Started

- **Read up on examples of public-private structures supporting innovation.** Here are two of many such examples:
 - Smart Chicago Collaborative (www.smart-chicagocollaborative.org/; <http://datasmart.ash.harvard.edu/news/article/the-smart-chicago-collaborative-a-new-model-for-civic-innovation-in-cities->)
 - Louisville’s public-private repository for environmental data: <http://www.livingcities.org/blog/?id=234>
- **Chart your relationships.** Chances are that you have really strong and extensive relationships aligned with some of your priorities (e.g., the local civic hacker scene), but



fewer or weaker relationships in other areas (e.g., community groups). Knowing where you want to grow your cadre of innovation partners will help you spot opportunities and people.

- **Make cold calls.** It may sound basic, but if you know there's an institution with which you want to have a relationship but you don't know anyone, cold call someone there who looks promising and see if they bite.

Profile: Smart Chicago Collaborative



Chicago, like all big American cities, faces a range of systemic challenges. In the mid-2000's a number of community and inter-institutional conversations were convened to explore in particular the digital divide and its effect across the city. One of the resulting elements of these conversations was a report entitled, "The City that NetWorks: Transforming Society and Economy Through Digital Excellence". The report highlighted a number of recommendations including one which described the creation of a non-profit (called in the report the Partnership for a Digital Chicago).

This recommendation was later implemented as the Smart Chicago Collaborative. This civic innovation organization is dedicated to growing both the digital skills of Chicagoans as well as encouraging the spread of Chicago's digital infrastructure (public computing centers, a city-wide wifi network, etc.). In practice, the Collaborative works closely with the partners who established it (the City of Chicago, the MacArthur Foundation and the Chicago Community Trust) to develop programs that reach out across the city especially to disadvantaged communities. These programs are designed to complement investments and programs that the City of Chicago is rolling out (such as the establishment of a community fiber network) so that Smart Chicago can focus on increasing adoption of digital technologies by city residents, while the city focuses on the larger infrastructure issues.

This innovative model is actively being explored by other cities where there is a strong community-oriented philanthropy or similar organization that is working collaboratively with the local government on issues of digital divide and digital adoption.

Stage III: Build Innovation into the Day-to-Day

Much of the work involved in building an effective Breakthrough Innovation practice is about dealing with the day-to-day aspects of the job. It's about negotiating with city staffers that are reluctant to try new things, trying to find funds to develop projects, dealing with procurement issues, etc. Developing a set of competencies or skills in local government that can drive an innovation agenda forward day-by-day is key.

Imperative 7: Go Agile

What

Your concept for what a project is will be challenged throughout its implementation. Being forceful in the face of a challenge, however, isn't always a strength. If early feedback encourages a different direction, seriously consider shifting the focus.

An agile approach is an iterative methodology for experimenting, learning and adapting so that projects stay focused on delivering value with and for residents and that bad hypotheses get weeded out at low cost. This approach is a vital part of managing the risks of innovation because it allows us to break big, scary bets down into small, testable bites.

In the software world, there are many strains of the agile methodology as applied to building software products. For example, in the Lean Startup methodology as pioneered by Eric Ries, a great deal of focus is directed at creating the Minimum Viable Product (MVP) which, just as it sounds is the minimal set of features of your new product that you can use to test its acceptance by users. The fundamental process in Lean Startup is called the "Build-Measure-Learn" loop. By watching how people use (or don't use) the MVP you can rapidly determine whether to stay the course and keep building your program, OR, if no one is using it and don't seem likely to, you pivot and change course. This approach of testing MVP's with residents is a process of iteratively running experiments. This concept is adaptable far beyond the world of software development.

Your concept for what a project is will be challenged throughout its implementation. Being forceful in the face of a challenge, however, isn't always a strength.

Why

Being agile is about doing your best to design and deliver programs, services and policy changes that produce the outcomes you want (e.g., public services people actually use and like). This is somewhat

contradictory to the usual way that local government operates, in which we build things based on some perceived need on the part of our residents, but we don't actually test those assumptions. This is a huge issue for government. In many ways this traditional approach to developing services is the cause or enabler of bureaucratic and institutional lethargy. We need to move to an approach that focuses on value.

Further, building the capacity to experiment is key to being able develop programs, products and services that our residents actually want to use. It also creates a powerful foundation for creating a successful innovation practice in local government.

Being agile is also a vital part of managing the risks of breakthrough innovation. If you're going to test fundamentally new approaches to solving problems or delivering services, you're not going to know what works right away. Taking an iterative, experiment-driven approach allows you to test your ideas, identify potential issues and unintended consequences, and adjust. Ultimately, what you learn from these experiments can also produce whole new breakthroughs. Often, the signal is in the noise.

How

1. Learn how other organizations create a culture of agile innovation. There is much that we in local government can learn from other sectors as to how they enable agile innovation. Some organizations, such as Lean Impact, are already working to apply this approach to the social sector, and organizations in the civic tech space, such as Code for America and OpenPlans, are also working to help bring agile approaches into the world of government and civic innovation. Finding ways to learn from existing agile practices and then adapting them to the needs of local government can be a rich source of innovation.



2. Find a good experimental partner. Developing experiments can be challenging to local government. Neither our staffing model nor our procurement policies are set up for this work. Thus, having a good partner that can help us think about, develop and deploy experiments that are intended to test the assumptions of potential new services or programs. These partners could be anyone with experience in doing iterative experimentation or user testing, so they could be user experience designers, product managers, social scientists, computer scientists, etc.

3. Pay attention to your results. The experiments in which you are testing MVPs should be all about learning about how your residents (and employees) respond to your test. This could apply to new services, programs and products you are considering rolling out more generally. In Boston, for example, we ran a series of experiments based on using mobile phone-based services. Smartphone apps such as Citizens Connect worked very well in experiments, while a text message-based system for reporting requests for service (e.g., pothole repairs) were pretty poorly used. We ended up discontinuing the text-based system, even though it seemed like a good idea at first.

Taking an agile, experimental approach to the development of products and programs requires you to develop a particular discipline. You will need to clearly articulate what you want to test, how you're going to measure it and how you actually expect to use the results of the experiment. As the example above illustrates, it also takes discipline to actually accept the results of your experiments, even if you don't like them.

Getting Started

- **Do some learning:** Here are a few resources to help you get started.
 - *The Lean Startup*, By Eric Ries
 - Talk to the good folks at 18F (<https://18f.gsa.gov/>; reach out to Hilary.Hartley@gsa.gov)
 - Send at least one of your innovation team members to a startup school for a deep immersion in the culture of agile and iterative experimentation. Startup schools include: General Assembly (<https://generalassembly.com/>); Startup Institute (<http://www.startupinstitute.com/>); and Startup School (<http://startup-school.org/>)
- **Experiment with an MVP.** Pick one service (a website, mobile app, etc) that you know needs overhauling. Do some user research (see Imperative Three) on how people do or don't like the service and then devise a number of experiments to take the service in a new direction or to add creative new features based on the user research findings.
- **Get a helper.** Find a university researcher or a designer that is willing to help you with running some experiments.

Imperative 8: Be Prolific

What

The innovation team should run a large number of projects in order to sustain a robust pipeline. It is unknown which innovations will be successful

Public Policy Experiments: Harvard's Ryan Buell weighs in

Experimentation in local government doesn't have to be hard. "Government actually experiments all the time but doesn't realize it," says Ryan Buell, Assistant Professor at Harvard Business School. "They put up a change to a webpage, and if people don't like it, they take it down." According to Buell, an important part of encouraging a culture of experimentation in local government is just to lift that fact up, legitimize it, and help people to do it better.

Things appear to get a little less clear around experimenting with public policy as opposed to more tangible products or services. Legislation, for example, can be hard to change, and procedures that affect the public can be subject to drawn-out and politically charged review processes. Policy changes can also have unintended consequences and carry important social equity considerations.

However, public policy experiments can be done appropriately and well, sometimes with a light, if any, lift. For example, policy change can create its own, "natural" experiments that, if analyzed properly, can reveal real insights. "If, for example, a policy change kicks in that only applies to people over a certain age," says



Buell, “you’ll have a natural comparison group – people who are similar in other ways, except they are just under that age. By comparing people who are just under the cutoff, to those who are just over, you’ll have a good chance of isolating the effect of the policy.” Or sometimes, things just happen that become “natural experiments.” For example, you want to see how your city handles snow removal under certain circumstances and then those circumstances transpire in parts of the city.

Experiments can take many different forms, and determining the appropriate form can be a challenge. One key, Buell says, is that “you have a hypothesis – a theory about the way things work, and you think critically about what you might measure before and after the change to test that hypothesis.” Sometimes this involves more academically rigorous experiments, but often those aren’t necessary. Another key, says Buell, is to be transparent about the fact that you’re trying to learn, and to go out and talk to people. Many times, plans are based on assumptions about what people want, or the knowledge of what might work well internally. By getting out of the office, and engaging with residents, local officials can often arrive at a much better approach, much more quickly.

and which ones won’t, so the team always needs to be building plenty of partnerships and pursuing many pilots. Having many irons in the fire ensures that regardless of whether projects succeed or fail, there are always new innovations in development. In some ways this may happen naturally, given the “stretched-thin” nature of local government teams, but a little extra nudge here and there can really help keep things moving. It is also important to think strategically about the range of projects we are engaged in from the perspective of a portfolio so that we can manage risk and reward effectively.

Why

The currency of an innovation team is wins, especially early on. Some innovation teams have taken the approach of starting slowly to get the lay of the land before taking on projects.

While this would seem to make good sense, it can also put your team in the difficult position of not producing quickly enough. You want results your mayor can announce. Starting quickly and taking on many projects might seem counterintuitive, but in addition to being politically expedient it also gives you the opportunity to learn about where you can be successful and add value. Learning by doing is often the key for making innovation successful. A steady stream of “announceables” also can buy us cover for longer term and/or riskier projects that may be harder to take on at first. So making sure that the “pipeline” is (very) full is important.

How

1. Grow your capacity to produce. Local government almost never has the personnel to take on all

the creative projects that it would like to. We need to find alternate ways to grow this capacity. Fellowships for graduate students or mid-career professional looking to take on more impactful work can add greatly to this capacity.

2. Create a “Culture of Yes.” One of the aspects of local government that often stops innovative ideas in their tracks is the standard “no” these projects get early on from supervisors. By simply starting with a “yes” we can both give people a greater sense that innovation is possible in local government as well as fill our pipeline of projects. This starts with the innovation team, but the goal is that this ethos spreads across the broader organization. As you get to know the innovators and their ideas, you may have to end up saying “no” if the idea and team just aren’t in alignment with the innovation team, but starting with “yes” enables you to figure this out.

3. Think in terms of a pipeline. A full pipeline of projects allows us to take a portfolio approach to the work in which we can think about the relative risks and rewards of projects and assess them in terms of the resources that projects are taking up relative to their potential pay-offs. This in turn will allow us to generate a healthy mix of projects operating at different velocities which will generate the steady stream of press-worthy announceables for our elected official. Chart your projects. If it helps, draw an actual pipeline on your wall or whiteboard and put your projects on it with sticky notes corresponding to where in the pipeline they are. There is always a tension here between quantity and quality. However, if you are taking an agile approach, you will find that most projects won’t need to have a

The currency of an innovation team is wins, especially in the early going.



high level of polish until they are quite advanced, and only a subset of projects will reach that stage.

4. Start thinking differently about hiring practices. The standard mistake we make in local government is to focus on hiring requirements and job functions from a mechanical perspective (e.g., maintain system X; a minimum of 5 years of Y). This approach, while reasonable, will skew how applicants think about government jobs. Consider information technology, for example. If we describe jobs in terms of the number of years of experience in various skills, we are essentially setting ourselves up to compete with the likes of Google and Amazon. That won't work. Instead, we need to remember two things. One, government is a social enterprise. Two, the Millennial Generation is increasingly motivated by opportunities for social impact. So if you want to attract that generation to government, you need to start by articulating the social mission for which you are recruiting. In Boston, we've been doing this for a few years now and it's been an effective approach to bringing talent into the organization, including Mayor's Chiefs of Staff, Chief Finance Officers and the entire New Urban Mechanics team.

Getting Started

- **Create one or two fellowship programs.** Fellowships can not only add greatly to our capacity to innovate, but they are often easier to "hire" via grants or as contractors, etc. Fellowships can bring in graduate students or more advanced professionals (though we've found that it helps to separate the two programs as the participants have different needs and skill sets).

Here are some examples/models:

- New Urban Mechanics Fellowship (www.newurbanmechanics.org/fellowship-application/ or email Patricia Boyle-McKenna at patricia.boyle-mckenna@boston.gov)
- Urban Fellows Program (<http://www.nyc.gov/html/dcas/html/work/urbanfellows.shtml>)
- FuseCorps (<http://fusecorps.org/>)
- Presidential Innovation Fellows (<http://www.whitehouse.gov/innovationfellows>)
- **Chart Your pipeline.** You and your team should keep a visual representation of the projects you have going and where they are in your pipeline (e.g., concept, first experiment, ready for prime time). This will both help you track how you and your colleagues are spending your time, but also help you keep an eye on which projects and people might require what level of your attention and support when.
- **Emphasize social impact when hiring.** Start with a current open job description that you are struggling to get the sort of applicants you are looking for and re-write the job description around the social impact that this position will have. For example, if it is an IT position, rewrite it so that it emphasizes how some specific web apps or services, such as applying for a business permit, will either dissuade or encourage a new business from opening. By making the impact concrete in these positions, a greater range of applicants, especially those drawn to social entrepreneurship, will be drawn to applying.

Profile: New Urban Mechanics and the Pipeline of Innovation

The Mayor's Office of New Urban Mechanics (MONUM) in Boston has often described itself as a "Risk Aggregator." This refers to the idea that a key aspect of the function of MONUM is to create a means to manage the risk of innovation in local government. In turn, key to this this concept is the ability for MONUM to work to compare the risk and reward of its various projects. The effectiveness of this approach is dependent on the sheer range of projects being undertaken at any given point in time.

At any given point in time, MONUM can have up to 50 different projects on the go, each operating at different velocities. MONUM's model of operation is highly partner-driven, which means that its various projects will ultimately progress at the rate at which the partner can move. This could mean that any particular project could be slowed down and thus impact MONUM's ability to deliver results, but since the innovation pipeline is very full, MONUM is still able to deliver a more or less consistent stream of new experimental products to Boston's residents.



Imperative 9: Help Grow the Field — Within and Outside Your City

What

Beyond the individual project, learning in a Break-through Innovation practice has two key elements: Diffusing learnings from your projects and experiments across and beyond your early adopters, and sharing what you've done and what you've learned with other cities so that you all can steal from one another shamelessly.

This kind of learning and diffusion generally involves documenting what you've learned from your projects, communicating about it in ways various audiences can pick up on, and engaging in local and national networks to share and take in new learnings around the country.

Why

The work of creating an entrepreneurial approach to government innovation is really a movement. It is a movement dedicated to changing the way that local government thinks and acts and delivers value to its residents. The primary way that this movement will grow and spread is by each of us engaging in a process of learning and sharing with others who are attempting to start or deepen their own innovation practices. In addition, sharing learnings and ideas across cities can help grow your pipeline and help local stakeholders beyond your "early adopters" learn from and take interest in the work.

How

1. Document key learnings from your projects.

This doesn't have to be burdensome. As you go, make sure you're writing down your hunches and what you learn about them following your experiments. At some critical juncture -- when a project wraps up or when it enters a new phase, write three bullets for yourself and your team about what you learned. Keep these someplace where the whole team can record and access them.

2. Roll up and share your learnings. Schedule a time for your Innovation Team and anyone else you want to invite to periodically review the status and results of your product and extract higher-level learnings about how your team and your administration can continue grow its ability to innovate. Share those with anyone who will entertain them. Use them to update your innovation story.

3. Find Partners to help you learn and share.

Having partners to help structure and push our experiments forward will bring discipline to how we learn from the experiments and then share those results with the field. Currently, this is one of the most underdeveloped aspects of the civic innovation realm. The learning and sharing currently being published is mostly being done by academics who, while they can help capture and share work happening in the field, have little direct experience of this work and in many cases end up (accidentally) not getting things quite right in how they describe the projects and approaches being developed by practitioners. We in the field owe it to ourselves and to our field to share what we know.

Getting Started

- **Read about Design Action Research in Government**, which is about creating a culture of learning via collaboration between government and universities: <http://engagementgamelab.org/pdfs/darg.pdf>
- **Reach out to other innovation offices** around the world and steal their secrets:
 - Mayor's Office of New Urban Mechanics, Boston: Email me at nigel.jacob@boston.gov
 - Laboratorio Para La Ciudad, Mexico City: emali Gabriella Gomez-Mont at emali@labplc.mx
 - MindLab, Denmark: Email Christian Bason christianbason@gmail.com
- Read some field-scans of public sector innovation:
 - Nesta / Bloomberg i-teams Report (www.theiteams.org/)
 - Desis Public Innovation Lab (<http://nyc.pubcollab.org/public-innovation-places/>)
 - Open Plans Field Scan of Civic Technology, with Living Cities (<http://www.livingcities.org/knowledge/media/?id=94>)



Profile: The Story behind Design Action Research in Government (DARG)

In 2006, when Chris Osgood and I first joined the Mayor's Office in the City of Boston, there was very little interaction between universities and local government. At the time, local government related to the 80+ colleges and universities in the Boston area as little more than land-owners. However, as we began our work, we realized that the institutions of higher learning were an untapped resources in terms of talent and R&D that could drive innovation in how Boston City Hall delivered services to its residents.

The standard way in which local government interacts with universities is at the end of a three stage pipeline of policy / services development:

1. Problem Definition / Creation of Service
2. Deployment of Service
3. Study the impact of the service

We realized that it would be more useful have the university researchers involved from the beginning at the point in which the service or policy was being developed. This would allow for the new service to be conceived of as an experiment in which there was a hypothesis that was being tested and appropriate data generated that could be used as part of the analysis. Further, the entire interaction between government and the university could be treated as an iterative "Learning Loop" in which each experiment built upon the learning in the prior one.

This model of working was developed and "codified" via a set of experiments developed in conjunction with Professor Eric Gordon and what is now the Engagement Lab at Emerson College. Our work with Gordon was centered on using online games to augment offline community engagement. We have since been employing DARG in all our interactions with universities as a framework for working together.

Where We Go from Here

This guide represents a particular perspective on innovation and how to embed it in the workings of local government. It is, furthermore, a first iteration of a living document. We will be refining this and building on it as the City Accelerator's first cohort on embedding innovation progresses. A critical input into that refinement will be feedback you all give us as you read this document and try to put it to use. Please tell us how it goes!

In addition to this being a first iteration, there's a lot that we still need to learn about how to do this work. For example:

- The Accelerator cities in the first cohort are experimenting with ways to get this innovation work truly, deeply embedded in city hall, so that everyone innovates effectively and appropriately. The kinds of changes to policies, procedures, etc. required for that remain to be tried
- We're still figuring out how to get people to readily share knowledge across vast city administrations, and to translate that knowledge into new action, and
- We're still figuring out all the different elements of ensuring that local government's practice of innovation is tuned and targeted in ways that effectively engage and benefit communities, especially low-income communities.

These are things we'll be exploring over the next 18 months and we're looking forward to engaging with the broader field as we go. We'll also be iterating and building on the ideas in this guide over that time. An essential ingredient to the refinement and expansion of these ideas is your feedback. Like any experimental product or service, this guide is only useful if it helps you build your city's practice of innovation and experiment productively with elements of Breakthrough Innovation. So let us know how it goes!



Acknowledgments

This guide is very much based on my experiences working at Boston City Hall over the past seven years.

As I hope is clear from the guide itself, innovating in local government is entirely a group activity. As such, I have been incredibly privileged to work with an amazing group of local government officials. These people have been my collaborators, partners and mentors over the years and I owe them everything. Their contributions to the work of MONUM, and by extension the ideas articulated in this guide, are so deeply infused throughout these pages that it is impossible to isolate where their thinking ends and mine begins.

I'd like to call out a few here. Mayor Thomas M. Menino has been a personal inspiration to me and totally influenced the way I think about government and politics. Former Chief of Staff to Mayor Menino, Mitch Weiss, is the real inventor of the idea behind the Mayor's Office of New Urban Mechanics. He's a brilliant guy with a big heart and I am eternally grateful for having been asked by him to help lead MONUM. Bill Oates was the brand new Chief Information Officer at Boston City Hall when I arrived there in 2006. I learned immensely from his people-oriented approach to management and leadership. Boston City Hall and the residents of Boston were incredibly lucky to have him as long as we did. My co-chair in the Mayor's Office of New Urban Mechanics, Chris Osgood, is an amazing person. He is my personal role-model at City Hall and is the consummate public entrepreneur. His quiet, powerful intellect, wide-ranging creativity and ability to get things done in the service of city residents are breathtaking to behold.

I'd also like to take a moment to acknowledge a few colleagues at Living Cities. Tamir Novotny is a more recent colleague of mine at Living Cities (because I'm new there). Without Tamir's incredible multi-tasking skills, deep attention to detail and keen insight into how change happens in local government, this guide would not have been possible. Thanks, man. I'd also like to acknowledge Ben Hecht, President and CEO of Living Cities, and Arthur Burris, Living Cities' Director of Public Sector Innovation, for giving me the opportunity, the time and the running room to get these ideas out on paper.

Finally, I'd like to send a shoutout to all the current and former New Urban Mechanics team members (both salaried and volunteer!). Your passion for your work and willingness to do whatever it takes to get the job done has been and remains an inspiration to me. Thanks so much to you all!

About Nigel Jacob

Nigel Jacob is Urban Technologist-in-Residence at Living Cities, where he brings his experience from the vanguard of the municipal innovation movement in leading, advising and supporting work around the Breakthrough Innovation, cross-sector collaboration and civic data and technology. Nigel leads the City Accelerator's first cohort on embedding innovation in local government, providing coaching and technical assistance to three cities working to make innovation course-of-business. With an extensive background in collaborative, citizen-facing technology projects, Nigel Jacob co-founded the Office of New Urban Mechanics - a civic innovation incubator within Boston's City Hall, and serves as a mayoral advisor on emerging technologies. In both of these roles, Nigel works to develop new models of innovation for cities in the 21st century. Prior to joining the City of Boston in 2006, Nigel worked for and launched a series of technology start-ups in the Boston area. Nigel is also a fellow at the Center for the Advancement of Public Action at Bennington College. Nigel has received a number of awards for his groundbreaking work in Boston, including being named a Public Official of the year in 2011 by Governing Magazine and the Tribeca Disruptive Innovation award for 2012.



13 CHIEF EXECUTIVE OFFICER

13.1 Advocacy Motions - Municipal Association of Victoria (May 2019)

File Number: IN19/252
Responsible Director: Chief Executive Officer
Attachments: 1 MAV Advocacy Motions (May 2019) [↓](#)

EXECUTIVE SUMMARY

This report details the proposed advocacy motions to be submitted to our peak advocacy body, the Municipal Association of Victoria (MAV). Each year Councils are given the opportunity to submit advocacy motions to the MAV for consideration at State Council for inclusion in the annual workplan. Motions need to respond to key current issues that have potential to impact on our local community and broader population.

COUNCIL RESOLUTION

MOVED: CR ANDREW CONLON
SECONDED: CR MICHELLE KLEINERT

That Council endorse the advocacy motions for the 2019 MAV State Council Meeting as shown in Attachment 1.

CARRIED

2. BACKGROUND

- 2.1 The MAV is the peak advocacy body for local government in Victoria. MAV provide Councils with the opportunity to raise issues or motions for adoption into its advocacy work plan and discussions with the State and Federal Governments.
- 2.2 Motions must either currently or have the potential to, impact communities across Victoria, as well as align with MAV's Strategic Workplan. Motions require Council endorsement prior to submission to MAV for consideration and circulation in the Business Papers.
- 2.3 Motions are voted on for inclusion in the advocacy agenda by Member Councils at the MAV State Council meetings. Manningham's MAV Representative Cr Conlon, will be joined by the CEO and Mayor at the 2019 State Council meeting.

3. DISCUSSION / ISSUE

- 3.1 The following advocacy motions are proposed to be submitted to the MAV:
 - 3.1.1 School Focussed Youth Services
 - 3.1.2 Affordable Housing

3.1.3 Metro Access Program

3.1.4 Climate Change

3.1.5 Emergency Management Funding

3.2 A number of the motions are ongoing issues and are addressed in the current MAV Strategic Plan. Seeking Council endorsement of these motions aims to strengthen and highlight support in these priority areas.

4. COUNCIL PLAN / STRATEGY

All motions are aligned to the 2017-21 Council Plan.

5. TIMELINES

Motions are due at MAV on 23 April 2019 for distribution to all MAV representatives in preparation for the upcoming State Council Meeting on Friday 17 May 2019.

6. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Advocacy Motions

In preparation for MAV State Council on Friday 17 May 2019

Motion 1: School Focussed Youth Service

That MAV call on the State Government to commit to funding the SFYS program for a further three years, from 1 January 2019.

Rationale

- Education affects the trajectory of life outcomes. Since 1998, SFYS has played a valued role to support vulnerable young people and their families to improve educational engagement and achievement.
- A range of impacts such as mental illness, family breakdown and family violence, alcohol and drug use, and social isolation continue to impact the health and wellbeing of young people.
- SFYS supports young people through targeted interventions and capacity building, and compliments other support measures available through school wellbeing coordinators (SWB) and DET social support services (SSS).
- 34 agencies around the state are funded to work with schools to deliver SFYS at a cost of \$8M pa. Current funding arrangements cease in 2018-2019.
- In an evaluation of a local SFYS service in 2016, Victorian University identified a number of important gains for children and young people, their families and the schools involved in the SFYS initiative.

Motion 2: Affordable Housing

That the MAV call on the State Government to provide additional stimulus funding to registered housing services to work in partnership with Councils to support vulnerable residents.

Rationale

- As a key determinant of health within the social model of health framework, affordable housing is a priority for many local governments throughout Victoria.
- Recent legislative changes (definition of affordable housing, s173 agreements) and funding arrangements (Social Housing Growth Fund) are important first steps in addressing the issue of affordable housing for vulnerable cohorts.
- Additional resources are required to create and develop affordable housing across the regions in response to a critical shortfall in social and affordable housing for the most vulnerable in the community, in particular people with a disability to support and foster independent living, older women and single parents with young children.

Advocacy Motions

Motion 3: Metro Access Program

The Victorian State Government commit to fund the Building Inclusive Communities program (Metro Access) for a further 3 years directly through the Department of Health and Human Services (DHHS) or through the National Disability Insurance Scheme (NDIS) Information Linkages and Capacity Building (ILC) grant program.

Rationale

- Since 2002, Metro Access have been funded under the Building Inclusive Communities (BIC) Program, through the State Disability Plan.
- Metro Access provides many partnership initiatives that bring disability, community organisations and businesses together to achieve greater outcomes for people with disabilities in their local community.
- During this significant period of change in the disability sector, Metro Access has played a central role in supporting people with disabilities, families and professionals to navigate their local supports and to understand the new funding available through the NDIS.
- People with disabilities and carers have developed strong relationships with their local Metro Access officer who provides information and initiatives to increase opportunities to participate in community life.
- There is substantial concern across local government that the NDIS will not be able to deliver and sustain the whole of community capacity building approach that has been achieved and delivered to date through the Metro Access program.

Motion 4: Climate Change

That the MAV call on the State Government to provide stronger leadership and stimulus funding to local government for local climate change adaptation and mitigation initiatives.

Rationale

- Preventing and managing climate change risks across the municipality, council services and infrastructure are critical responsibilities of local government. Current funding levels and programs are insufficient to meet current demands.
- As the drivers to adapt and mitigate climate change strengthen, all levels of government need to work together to create behavioural and sustainable change at the local level.
- The Victorian Government has lead the way with the Climate Change Act (2017) and the Climate Change Adaptation Plan (2017-20).
- Leadership and funding incentives are needed to meet these responsibilities and to activate innovative initiatives to support our local communities to adapt and mitigate to the increasing challenges of the environment before it's too late.

Advocacy Motions

Motion 5: Emergency Management Funding

That the MAV call on the State Government to provide certainty in Municipal Emergency Resource Program (MERP) funding.

Rationale

- Following the Black Saturday fires in 2009, additional funding was provided via LGV MERP grants to Councils located within the CFA area to provide assistance with their emergency management obligations.
- Councils continue to have a key role in emergency management, as demonstrated in the LGV Councils and emergencies project. This funding support needs to be more to be provided to Councils with longer term certainty as to enable these responsibilities to continue to be delivered for local communities.
- There is imminent changes to the Victorian Emergency Management Legislation, as a result of the recent Emergency Management Planning Bill updates and changes, with the municipal level legislative changes due to be introduced in mid to late 2020. These changes will result in Councils role in emergency management becoming more prescribed and prominent in responsibilities required to be delivered.

The recently released Report (Phase 1 of LGV Councils and emergencies project) indicated that some Councils would not be able to deliver their legislative emergency management requirements should this funding stream cease to be available, which would put many Victorians at risk of the impacts and consequences of future emergency events due to an inability to gain vital assistance from Council before, during and after such eve

13.2 Eastern Region Group of Councils Membership

File Number: IN19/230
Responsible Director: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

The Eastern Region Group of Councils (ERG) is a representative regional body whose membership comprises five local government authorities in eastern metropolitan Melbourne; Knox, Maroondah, Monash, Whitehorse and Yarra Ranges.

The ERG works collaboratively on issues of common significance, importance and priority through advocacy, protection, research and integrated planning on behalf of the communities of the eastern metropolitan region.

Manningham City Council is a former member of this group and this report recommends renewed membership of the Eastern Regional Group of Councils by Council.

COUNCIL RESOLUTION

MOVED: CR MICHELLE KLEINERT
SECONDED: CR SOPHY GALBALLY

That Council:

- A. rejoin the Eastern Region Group of Councils;**
- B. enter into a Supplementary Agreement with the Eastern Region Group of Councils in accordance with clause 7.1, Entry and Exit of Parties, of the Eastern Regional Group of Councils Agreement made pursuant to s.193 of the Local Government Act 1989;**
- C. appoint the Mayor as one of two Council's representatives to the Eastern Region Group of Councils; and**
- D. appoint Councillor Anna Chen as the second Council representative to the Eastern Region Group of Councils, with such appointment to be ongoing unless changed by further Council resolution following the annual report on Committees and External Bodies/Organisations Councillor appointments.**

CARRIED

1. BACKGROUND

- 1.1 On 31 October 2017 Council considered a report on enhanced governance arrangements and the endorsement of a 3 year strategic plan for the Eastern Region Group of Councils, of which Manningham was a member at the time.
- 1.2 Officers recommended that Council continue its role in the ERG through the endorsement of formalised governance arrangements, the endorsement of the ERG Strategic Plan 2018-2020 and the ongoing financial contribution of \$30,000 for 3 years.
- 1.3 Prior to the proposal of formal governance arrangements and the development of a strategic plan, the ERG had operated as an informal issues-based forum, involving bi-monthly meetings attended by Mayors and CEOs.
- 1.4 At the time, Council resolved to advise the Eastern Region Group of Councils that it did not endorse the proposed governance and financial arrangements as outlined in the report and requested that the existing governance model be maintained. The effect of this decision was Manningham's withdrawal from the ERG.

2. DISCUSSION / ISSUE

- 2.1 The ERG has continued to have a strong voice in the region and has been able to influence policy matters on a range of issues including planning, service funding, transport, infrastructure, affordable housing and climate change.
- 2.2 In an environment of increasingly scarce resources and a changing political landscape, partnering with our neighbouring Councils to achieve better community outcomes is becoming more important.
- 2.3 The ERG has identified the following key benefits and outcomes that can further flow from an enhanced regional approach:
 - *Improved visibility* - Developing a strong "regional" presence with a united view helps ensure that ERG issues are more visible and clear to other levels of government on behalf of our communities
 - *Improved advocacy* - Responding to escalating pressure for councils to advocate effectively on behalf of their communities and to achieve more meaningful influence over other levels of government that control most of the resources which enable our communities to function. It is vital that within a strategic and planned context that the region agree a set of advocacy priorities.
 - *Integrated Planning* - Enhancing the currently limited capacity to consider and pursue collaborative resource planning across our boundaries. A more enabling environment for exploiting integrated planning and/or service development opportunities would augment the region's potential to attract greater external funding and achieve better community outcomes.

- *Simplified Connection to State and Federal Government* - The complexity of demands from other levels of government can be more ably facilitated by a more coordinated approach. A single-entry point into our region would strengthen our capacity to respond to change at other levels of government and improve the advocacy and planning elements.
 - *Improved performance opportunities* - The potential for councils to work collectively at an operational level can be harnessed more readily within an accepted regional model allowing for the assessment of economies of scale and productivity opportunities. The current process of review of the Local Government Act also opens opportunities which the eastern region may be able to pursue, including establishing a more structured approach around shared services delivery and the potential to progress entrepreneurial initiatives.
- 2.4 Subsequent to Council's decision of 31 October 2017, the Mayor and CEO have recently attended ERG meetings as observers with a view to potentially rejoining the group, subject to formal consideration by Council.
- 2.5 The Eastern Region Group of Councils Agreement (the Agreement) is made pursuant to s.193 of the *Local Government Act 1989* and sets out the conditions regarding entry and exit of the parties to the agreement. The Agreement provides for the following at clause 7:
- 7.1 *A Council which is not a party to this Agreement may, by supplementary Agreement made with The Group, be admitted as a party to this Agreement and subject to the provisions of the supplementary agreement, shall have the same rights, duties and obligations of The Group.*
 - 7.2 *A member may withdraw from this Agreement having given not less than 12 months' notice in writing to the Secretariat of its intention to do so.*
 - 7.3 *A Council which has given notice under sub clause 7.2, unless otherwise agreed by The Group, cannot withdraw from this Agreement until 30 June in any year.*
- 2.6 To facilitate Manningham's review of its membership, the ERG at their meeting on 22 February 2019 resolved:
- That in anticipation of Manningham City Council's impending request to join the ERG, ERG members accept the request and enable a Supplementary Agreement to the current Section 193 Agreement to be signed to this effect*
- 2.7 Notwithstanding Council's decision of 31 October 2017, it is recommended that Council consider its position regarding membership the ERG for the remainder of this current three year term to collaborate for the benefit of the collective social, environmental, economic and regional interests of the eastern metropolitan region communities.

- 2.8 If Council agrees to enter into the Supplementary Agreement they are required under the primary Agreement to appoint the Mayor of the day and one other Councillor. It is proposed that this appointment would be reviewed annually as part of Council appointing representatives on committees.
- 2.9 The ERG works closely with a number of regional groups functioning in the eastern metropolitan region that are financially resourced by member Councils. These include the:
- Eastern Transport Coalition (ETC)
 - Eastern Affordable Housing Alliance (EAHA)
 - Eastern Alliance for Greenhouse Action (EAGA) – note that Manningham is part of the Northern Alliance for Greenhouse Action which actively collaborates with the EAGA.

3. COUNCIL PLAN / STRATEGY

- 3.1 A regional approach to engagement with Manningham's neighbouring councils forms part of several Council Strategies. Regional planning, cooperation and collaboration are important to a range of initiatives, outcomes and actions.

4. IMPACTS AND IMPLICATIONS

- 4.1 Council will deploy existing resources to regionally based collaborative projects and activities. Opportunities will also emerge to consider the potential pooling of specialist resources across the region as well as joint resourcing of research efforts for greater mutual benefit to all member councils.

5. IMPLEMENTATION

5.1 Finance / Resource Implications

- 5.1.1 The current annual fee for the ERG is \$30,000 per council. Council has been advised that the ERG is considering a small increase in the annual contribution per council in 2019/20 from \$30,000 to \$35,000 to build on momentum and the achievements over the past 12 months. This proposed fee has been included in the draft 2019/20 Council budget.

- 5.1.2 The ERG has also requested a pro rata fee of \$10,000 for the remainder of this current financial year if Council rejoins the ERG. This fee can be met within existing resources.

5.2 Timelines

Council's membership would take effect from the signing of the Supplementary Agreement and continue until 30 June 2020.

6. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

13.3 Strategic Risk Register Report to Council - Six Monthly Report March 2019

File Number: IN19/254
Responsible Director: Chief Executive Officer
Attachments: 1 Strategic Risk Register 4 April 2019 [↓](#)

EXECUTIVE SUMMARY

This report provides Council with summary details of Manningham Council's (MCC) Strategic Risk Register as at March 2019.

COUNCIL RESOLUTION

MOVED: CR GEOFF GOUGH
SECONDED: CR ANDREW CONLON

That Council note the Strategic Risk Register report as at March 2019 and the new risk '*Failure to manage our assets, effectively in order to retain them in a fit for purpose state*'.

CARRIED

2. BACKGROUND

- 2.1 The Strategic Risk Register contains 13 identified risks which are deemed significant enough to potentially impact the successful delivery of Council's key goals and compliance with the Local Government Act 1989. The function of the risk register is to also support the creation and protection of value for Manningham. Each risk includes high level systems of control and treatment plans as required.
- 2.2 The CEO ultimately owns the strategic risk register and delegates responsibility for each risk to the corresponding Director or Executive Manager. The risks are reviewed by the Risk Management Committee on a six monthly basis or additional needs-based occasions.
- 2.3 The Audit and Risk Committee also receive a six monthly report on the strategic risks, interspersed with presentations by the risk owners on a rotating basis, which enables a more comprehensive discussion of operational risk mitigations, providing assurance to the committee. Feedback from the committee is applied in the review process.
- 2.4 The three year Internal Audit Plan and Management's Compliance Plan are key assurance tools for the targeted monitoring and analysis of the risk treatment controls. These audit processes form part of MCC's Risk Management Strategy three lines of defence model. A high level Assurance Map was created in September 2018 to diagrammatically record the suite of assurance activity for each risk.

- 2.5 Each internal audit report nominates the corresponding strategic risk, recommending process improvements for systems of control to reduce the likelihood or consequence impact of the identified risk. These audit recommendations are independently monitored by the Audit and Risk Committee as a standard report at each meeting.

3. DISCUSSION / ISSUE

- 3.1 Following prior consultation, the Risk Committee in February 2019 completed a review of the current strategic risks which resulted in the addition of a standalone asset management strategic risk (number 96), '*Failure to manage our assets effectively and efficiently in order to retain them in a fit for purpose state*' and the modification of the originating risk (number 10) to '*Failure to respond to a changing climate and its impact on Council and/or community assets*'. It was agreed that these changes more accurately capture the potential material risks for Manningham.
- 3.2 The rating of the new asset management risk applied the assessment provided by Council's internal auditor, having just completed an audit on the asset management framework. Both the Current and Target risk ratings are nominated as Medium risks; however, the Target risk rating lowers the likelihood metric which will be realised upon completion of the treatment plan actions.
- 3.3 The review process considered a number of external and internal influences to help inform the broader discussion by the committee. The relevant issues included:-
- Ongoing compliance obligations with statutory regulations, best practice frameworks and associated regulatory monitoring.
 - VAGO Audit Results 2017-18 Audit Local Government
 - North East Option 'A' impact to Manningham community and Council
 - Victorian Cladding Taskforce – Spencer Street apartment fire Feb 2019
 - Banking Royal Commission report – culture, risk management controls, reputation, executive/board responsibilities etc.
 - Long term solution to waste management recycling market
 - Internal Audit reports and Compliance program
 - Miscellaneous incidents and claims
 - Strategic Risks Assurance Map – adequacy of assurance methods
- 3.4 Incorporating these changes, the Current risk rating features three High risks and 10 Medium risks, with the Target risk rating reducing down to one High and 12 Medium risks.
- 3.5 The risk register is dynamic in nature and there is ongoing assessment and analysis in progress involving flood, governance and culture risks. The Audit and Risk Committee have asked for updates of these risks in due course.
- 3.6 The attachment to this report provides a summary of the current Strategic Risk Register

4. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.



Strategic Risk Register Summary

Date of Report: Wednesday, 3 April 2019

Risk No	Risk Description	Existing Control	Current Likelihood	Current Consequence	Current Risk Rating	Treatment Plan	Target Likelihood	Target Consequence	Target Risk Rating
CITY OF MANNINGHAM									
12	A major business interruption incident	<p>Business Continuity Management Framework including: Policy (adopted Aug 2018), Crisis Management Response & Recovery Plans, Directorate Business Impact Analysis and Crisis Management Team</p> <p>External provider delivered annual training of Crisis Management Team and annual Test Exercise conducted on 12 Dec 2018</p> <p>Annual reporting to Risk Management Committee 13 Feb 2019 and Audit & Risk Committee 8 Mar 2019.</p> <p>IT Disaster Recovery Plan and annual testing exercise - completed June 2018 and reported to Audit & Risk Committee August 2018</p> <p>IT co-location primary servers located in offsite data center & alternative IT Disaster Recovery Plan site within Council facility.</p>	Rare	Catastrophic	High	Implementation of Next Steps Action Plan following recommendations from independent test exercise report Jan 2019. Ongoing monitoring by Risk Management Committee	Rare	Major	Medium
7	Failure to adequately protect the health and safety of employees, contractors, volunteers or members of the public as a result of Council services	<p>Ongoing implementation of WHS Strategy and annual action plan</p> <p>Annual Compliance Plan</p> <p>Contract Management - comprehensive contract conditions, inspections, demonstration of compliance and monitoring safe work practices.</p> <p>Active WHS committee structure comprising a strategic (CEO Chair) and two operational committees, reviewing and adopting policies/procedures, analysing incident reports, training and audits etc.</p> <p>Risk Management framework monitored by Risk Committee (CEO Chair).</p>	Likely	Major	High	<p>Implementation of year one Action Plan OHS Strategy 2018/19</p> <p>Internal Audit scheduled for 2019/20</p>	Likely	Moderate	High



Strategic Risk Register Summary

Date of Report: Wednesday, 3 April 2019

Risk No	Risk Description	Existing Control	Current Likelihood	Current Consequence	Current Risk Rating	Treatment Plan	Target Likelihood	Target Consequence	Target Risk Rating
		<p>Professionally qualified advisory staff. Trained Health and Safety Representatives. Communication initiatives including, Safety Alerts, intranet resources, mandatory E-learning, tool box talks and OHS notice boards.</p> <p>Quarterly OHS Incident and Injury Hazard Reporting & Analysis to WHS Committee and annually to Risk Committee.</p>							
9	Inadequate contract management practices	<p>Capital Works framework, delegations, authorisation processes and Capital works committee.</p> <p>Annual compliance program and various contractor inspection audits.</p> <p>Skilled staff, knowledge and expertise conflict of interest declarations. Corporate Counsel.</p> <p>Stringent tender process, comprehensive contract specifications (penalties, insurance and retentions), credit rating, bank guarantee, reference checking and Rapid software certification system). Project steering committees.</p> <p>Advanced Contract management training 2 day course conducted March 2019</p> <p>Contractor performance monitoring and reporting</p>	Possible	Major	High	Capital Works Program Management audit April 2019 and report due July 2019	Unlikely	Major	Medium
96	Failure to manage our assets effectively and efficiently in order to retain them in a fit for purpose state	<p>Asset Management Strategic Framework Asset Management Policy Asset Management Strategy 2012-2032 Asset Management Steering Committee Asset Management Action Plans</p> <p>Asset Renewal Asset Gap Capital Works Program in sync with annual budget and strategic resources plan Capital Works Steering Committee Regular reporting to EMT & Council Participation in the MAV Step program External</p>	Unlikely	Major	Medium	<p>Asset Management Action Plan (monitored by the Capital Works Steering Committee)</p> <p>Implementation of Asset Management Internal Audit recommendations</p>	Unlikely	Moderate	Medium



Strategic Risk Register Summary

Date of Report: Wednesday, 3 April 2019

Risk No	Risk Description	Existing Control	Current Likelihood	Current Consequence	Current Risk Rating	Treatment Plan	Target Likelihood	Target Consequence	Target Risk Rating
		<p>Audit KPI 17/18 achieved 95.6% Cap Works program spent against adopted budget - Council Plan target achieved.</p> <p>Multiple proactive asset inspection programs and their associated schedules of works, including but not limited to:- Road Management Plan Road & footpath condition audit (4 yearly) based on hierarchy needs, building condition assessments and renewal program programmed maintenance.</p> <p>New Asset Management System</p>				<p>Deliver the 2018/19 Capital Works Program to maintain, upgrade and develop Council's assets to defined standards.</p>			
11	Inappropriate procurement practices	<p>Procurement Policy review critiqued and endorsed by Audit Committee and adoption by Council 26 June 2018. Associated policies include Fraud and Corruption policy and Plan, Code of Conduct & Protected Disclosure Procedures.</p> <p>Annual Internal Audit program Procurement (data analytics) by contracted auditor and reported to Audit & Risk Committee.</p> <p>Upgrade and integration of software functionality to align with additional Procurement system controls.</p> <p>Monthly Procurement performance and exception Report</p> <p>Tendering Procedures, delegation, Conflict of Interest declaration prior to receiving tender's submissions, independent and centralised administration by Procurement. Officers and provision for appointment of probity officer.</p> <p>Annual Procurement training. Regular communication of Procurement procedure changes, information sessions and dedicated</p>	Unlikely	Moderate	Medium	<p>Annual Procurement Internal Audit scheduled for April and report to Audit Committee July 2019</p> <p>Annual Compliance Plan 2018/19</p>	Unlikely	Moderate	Medium



Strategic Risk Register Summary

Date of Report: Wednesday, 3 April 2019

Risk No	Risk Description	Existing Control	Current Likelihood	Current Consequence	Current Risk Rating	Treatment Plan	Target Likelihood	Target Consequence	Target Risk Rating
		intranet page and access to templates/guidance. Promotion of integrity culture. Risk Management Strategy Three Lines of Defence including annual Compliance program							
10	Failure to respond to a changing climate and its impact on Council and/or community assets	Flood Management Plan, Drainage Strategy, ongoing drainage maintenance program and data from flood mapping used in Council's service delivery Municipal Emergency Management Plan (externally audited) and annual test exercise, with focus on community education. Associated sub plans. ie. Heatwave Plan and Flood Emergency Plan. Municipal Emergency Planning Committee & associated sub committees Electrical Line Clearance Management Plan 2018-2021 and independent audit process by Energy Safe Vic 2017 Insurance Program 2018/19 Capital Investment, building condition audits, maintenance programs and asset inspection cycles. Implementing Council's environmental action plan and monitored through the Annual Environment Report Management use of flood mapping data	Possible	Moderate	Medium	Adopted Budget 2018/19 additional allocation \$1.5M to improve drainage assets. Actions arising from report to EMT 27 Feb 2019 outlining risk mitigation strategy for Council and the community	Possible	Minor	Medium
8	Change in government policy and/or funding resulting in significant impact on the delivery of critical services	Commonwealth Government, State Government and MAV communication to Council and Councillors at key transaction stages Lobbying and advocacy for improved outcomes for LG sector, including advocacy through MAV	Unlikely	Major	Medium	Release of 19/20 draft budget for public comment	Unlikely	Major	Medium



Strategic Risk Register Summary

Date of Report: Wednesday, 3 April 2019

Risk No	Risk Description	Existing Control	Current Likelihood	Current Consequence	Current Risk Rating	Treatment Plan	Target Likelihood	Target Consequence	Target Risk Rating
		Long term financial modelling (10 Year Financial Strategy) incorporating Rate Capping formula impact. Monitoring and reporting process. 2018/19 Budget including Strategic Resource plan 2017-21 adopted by Council 26 June 2018							
6	Inappropriate access, use or significant loss of data/corporate records	<p>Firewall upgrade cycle, data backups/offsite data center, security access controls</p> <p>IT System Security Internal Audit 2017 and IT General Controls and Security compliance review May 2018.</p> <p>Refresh of key policies: -Acceptable use of IT - Information Management Policy -Information privacy & security -IT hardware and software - Email use IT induction training Information Management & TRIM induction training Staff Privacy Act awareness sessions</p> <p>Dedicated Privacy Officer</p> <p>TRIM upgraded 2017-18 - greater reliability, data classification, structure, access, governance and training.</p>	Unlikely	Major	Medium	<p>2018-19 Internal Audit - Privacy Compliance - field work mid Feb 2019 and report findings to Audit and Risk Committee May 2019</p> <p>Cyber Incident management Plan including end user Cyber security training</p> <p>Implementation of the Victorian Data Security Protection Framework (long term project)</p> <p>Records Management Transformation Project Phase 2</p>	Rare	Major	Medium
5	Fraud or corruption incident	<p>Fraud and Corruption e-learning module mandatory training and induction</p> <p>Ongoing distribution of IBAC, VAGO and Ombudsman communications to executive and senior management.</p> <p>Councillor Code of Conduct reviewed 2017. Fraud and Corruption Policy and Control Plan reviewed & adopted by Council 2017. Procurement policy reviewed & adopted by Council 2018.</p> <p>Risk Assessments/Risk Register, Risk Management framework, Protected Disclosure Procedures. Monitoring by Risk Management</p>	Unlikely	Major	Medium	<p>Staff Code of Conduct review 2018</p> <p>Participation in IBAC Integrity framework research. Public report released Mar 2019 scheduled to go to Audit & Risk Committee.</p> <p>Fraud and Corruption Management Internal Audit March 2018 action plan</p> <p>Fraud and Corruption Risk Assessments</p> <p>Annual Compliance Plan 2018/19 including data analytics reporting to Risk Management Committee</p>	Rare	Moderate	Medium



Strategic Risk Register Summary

Date of Report: Wednesday, 3 April 2019

Risk No	Risk Description	Existing Control	Current Likelihood	Current Consequence	Current Risk Rating	Treatment Plan	Target Likelihood	Target Consequence	Target Risk Rating
		<p>Committee and independent Audit Committee. Delegation register and statements</p> <p>Annual external audit by Victorian Auditor General's Office (VAGO) of financial statements including fraud prevention risk. Auditors present to Audit & Risk Committee.</p> <p>Ongoing Internal Audit program by independent contract auditor, including annual Procurement data analytics review. Reporting & monitoring by Audit and Risk Committee.</p> <p>Exception reporting.</p> <p>Annual Compliance Plan</p>							
4	Inadequate stakeholder management or engagement impacting brand reputation	<p>Connect to transform the delivery of customer service and information to the needs of the customer. Phase 1 Contact Center completed. Customer Charter and Training</p> <p>Development and adoption of Council Plan 2017-2021 following extensive Community consultation (1000 voices).</p> <p>Annual Local Government Community Satisfaction Survey results presented to Council 26 June 2018</p> <p>Induction and ongoing awareness training of communications and media relations protocol.</p> <p>Consultation framework including policy, training, consultative culture, systems, monitor & review. Active Community panel. Community Listening posts throughout the year.</p>	Possible	Moderate	Medium	Development and launch of Citizen Connect to transform the delivery of customer service and information to the needs of the customer. Phase 2 Customer Relationship Management System.	Unlikely	Moderate	Medium
3	Inadequate financial planning & management significantly impacting the delivery of critical services	Financial management system, policies & procedures, comprehensive Budget process &	Rare	Major	Medium		Rare	Major	Medium



Strategic Risk Register Summary

Date of Report: Wednesday, 3 April 2019

Risk No	Risk Description	Existing Control	Current Likelihood	Current Consequence	Current Risk Rating	Treatment Plan	Target Likelihood	Target Consequence	Target Risk Rating
		adoption by Council. Highly experienced qualified staff 10 Year long term financial strategy and review incorporating Rate Capping formula. Annual external audit by VAGO including financial risk analysis rating. Audit Committee oversight of VAGO's Closing Report and annual Financial Report of accounts prior to adoption by Council. Signed VAGO audit opinion issued 13 Sep 2018. Monthly reporting to Executive Management Team and Quarterly to Council and Audit Committee. Investment Policy including access to expert independent advice. Controls and Monitoring Access to short & long term funding Management monitoring, Strong sector communication with LG Superannuation company, enquiry by Audit Committee and development of contingency as required. Daily IT backup, IT Disaster Recovery Plan							
2	Non compliance with statutory and regulatory requirements	Internal audit plan cycle, external audit, Audit & Risk Committee, Risk Management committee (internal) and annual compliance plan Risk Management framework, including Three Lines of Defence and Incident Reporting to Risk Committee Staff professional skill and knowledge, induction, e-learning compliance modules, instrument of delegations, policies and procedures	Unlikely	Moderate	Medium	Internal Audit Plan 2018/19 Implementation and monitoring of internal audit control system improvements by Audit and Risk Committee. Compliance Plan 2018/19 (10 reviews)	Unlikely	Moderate	Medium



Strategic Risk Register Summary

Date of Report: Wednesday, 3 April 2019

Risk No	Risk Description	Existing Control	Current Likelihood	Current Consequence	Current Risk Rating	Treatment Plan	Target Likelihood	Target Consequence	Target Risk Rating
		<p>Employee Code of Conduct Policy, induction and ongoing training programs.</p> <p>Legislative alerts, delegations, Service Unit and Team updates</p> <p>Dedicated internal resources including - Corporate Counsel and Senior Risk and Compliance</p>							
1	Failure of IT Systems (Infrastructure, I.T. & Services) impacting critical services	<p>Primary servers permanently moved to offsite co-location data center (inner Melbourne suburb) May 2018. Secondary duplicate servers located at alternative Council building as IT Disaster Recovery Plan site.</p> <p>Offsite backup including testing cycle and data storage/BCP in place. Firewalls physical security and IT access controls.</p> <p>IT strategy development, Architecture review, Policy, Procedures, Specialists, Supplier agreements, training and integration with Crisis Management Plan</p> <p>Network switches and infrastructure upgrade</p> <p>Annual and long term budget to maintain and improve system capability</p> <p>IT Disaster Recovery Plan test exercise undertaken as part of two phased server relocations May & June 2018.</p>	Unlikely	Moderate	Medium	<p>Annual IT DRP report to Audit Committee (last completed July 2018)</p> <p>Implementation of key improvements from test exercise and IT General Controls compliance review 2018</p>	Unlikely	Moderate	Medium

13.4 Appointment of Authorised Officer - Planning and Environment Act 1987

File Number: IN19/206
Responsible Director: Chief Executive Officer
Attachments: 1 S11A Instrument of Appointment and Authorisation - Kylie Dawson [↓](#)

EXECUTIVE SUMMARY

In accordance with the Planning and Environment Act 1987(the Act), Council is required to authorise officers for the purpose of enforcing the provisions of the Act. It is proposed to appoint the Council officers detailed below as Authorised Officers pursuant to Section 147(4) of the Act.

COUNCIL RESOLUTION

MOVED: CR PAUL MCLEISH
SECONDED: CR MICHELLE KLEINERT

In the exercise of the powers conferred by section 224 of the *Local Government Act 1989* and the other legislation referred to in the attached instrument of appointment and authorisation, Council resolves that:

- A. the following Council Officers be appointed as authorised officers:**
- **Kylie Dawson**
- B. the instrument will come into force immediately upon execution and will remain in force until Council determines to vary or revoke the Instrument or the officer ceases their employment with Council; and**
- C. the Instrument be signed and sealed.**

CARRIED

2. BACKGROUND

- 2.1 The *Planning and Environment Act 1987* (the Act) regulates enforcement of the Act and is reliant on authorised officers acting on behalf of the Responsible Authority which is Council.
- 2.2 The Act, unlike the *Local Government Act 1989*, does not permit appointments to be made by the Chief Executive Officer and therefore in order for the officer to legally undertake the duties of their position under the Act, it is necessary for Council to make appointments by formal resolution.
- 2.3 The Instruments of Appointment and Authorisation have been prepared based on advice from Maddocks Lawyers and empower the relevant officer to exercise those powers granted in the Instrument.

- 2.4 The appointment will come into force immediately upon its execution under the Seal of Council and will remain in force until varied or revoked by Council or the officer ceases employment with Council.
- 2.5 In addition to the appointment under the Act, Council pursuant to Section 224 of the *Local Government Act 1989*, may appoint any person other than a Councillor to be an authorised officer for the purposes of the administration and enforcement of most other Acts, Regulations or Local Laws which relate to the functions and powers of Council. This broader Instrument of Appointment and Authorisation has already been carried out, in respect to the designated officer, under the delegated authority of the Chief Executive Officer as the first part of a dual appointment process.
- 2.6 The appointment form will be recorded in the Authorised Officers Register that is required to be kept by Council and is available for public inspection.

3. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

**Instrument of Appointment and Authorisation
(Planning and Environment Act 1987)**

In this instrument "officer" means -

Kylie Dawson

By this instrument of appointment and authorisation Manningham City Council -

- 1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
- 2. under section 232 of the *Local Government Act 1989* authorises the officer generally to institute proceedings for offences against Acts and regulations described in this instrument.

It is declared that this instrument comes into force immediately upon its execution and remains in force until 30 June 2019.

This instrument is authorised by a resolution of the Manningham City Council on 23 April 2019.

The Common Seal of)
Manningham City Council)
was hereunto affixed)
in the presence of:)

Mayor

Chief Executive Officer

Date:

13.5 Record of Assembly of Councillors

File Number:	IN19/244
Responsible Director:	Chief Executive Officer
Attachments:	1 Sustainable Design Taskforce - 21 March 2019 ↓
	2 Strategic Briefing Session - 2 April 2019 ↓
	3 Strategic Briefing Session - 9 April 2019 ↓
	4 Senior Citizens Reference Group - 10 April 2019 ↓

EXECUTIVE SUMMARY

Section 80A of the Local Government Act 1989 requires a record of each meeting that constitutes an Assembly of Councillors to be reported to an ordinary meeting of Council and those records are to be incorporated into the minutes of the Council Meeting.

COUNCIL RESOLUTION

MOVED: CR ANNA CHEN
SECONDED: CR ANDREW CONLON

That Council note the Records of Assemblies for the following meetings and that the records be incorporated into the minutes of this Council Meeting:

- **Sustainable Design Taskforce – 21 March 2019**
- **Strategic Briefing Session – 2 April 2019**
- **Strategic Briefing Session – 9 April 2019**
- **Senior Citizen Reference Group – 10 April 2019**

CARRIED

1. BACKGROUND

2.1 An Assembly of Councillors is defined in the Local Government Act 1989 as a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of the Council staff which considers matters that are intended or likely to be:-

2.1.1 The subject of a decision of the Council; or

2.1.2 Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee but does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation.

2.2 An advisory committee can be any committee or group appointed by council and does not necessarily have to have the term 'advisory committee' in its title.

2.3 Written records of Assemblies are to include the names of all Councillors and members of Council staff attending, a list of matters considered, any conflict of interest disclosures made by a Councillor and whether a Councillor who has disclosed a conflict of interest leaves

2. DISCUSSION / ISSUE

3.1 The Assembly records are submitted to Council, in accordance with the requirements of Section 80A of the Local Government Act 1989. The details of each of the following Assemblies are attached to this report.

- Sustainable Design Taskforce – 21 March 2019
- Strategic Briefing Session – 2 April 2019
- Strategic Briefing Session – 9 April 2019
- Senior Citizen Reference Group – 10 April 2019

3. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Sustainable Design Taskforce Meeting

Meeting Date: 21 March 2019
Venue: Koonung Room, Civic Office, 699 Doncaster Road, Doncaster
Starting Time: 7.30am

Attendance & Apologies**Councillors in Attendance**

Cr Paula Piccinini – Heide Ward
Cr Dot Haynes – Koonung Ward
Cr Paul McLeish – Mullum Mullum Ward

Officers in Attendance

Fiona Troise – Manager Statutory Planning
Jeff Gower – Coordinator Statutory Planning
Daniel Yu – Coordinator Statutory Planning
Julie Mikkelsen – Statutory Planner
Emma Lawrance – Statutory Planner
Jan Marzic – Approvals Engineer

Apologies

Cr Anna Chen – Koonung Ward
Subash Nanoo – Coordinator Traffic and Development

Disclosure of any Conflict of Interest

No disclosures were made.

Items Considered:

1. 22-28 Queens Avenue Doncaster
2. 449-461 Doncaster Road Doncaster

Finishing Time: 9.05am

Record of an Assembly of Councillors

Manningham City Council

Strategic Briefing Session

Meeting Date: 2 April 2019
Venue: Council Chamber, Civic Office, 699 Doncaster Rd, Doncaster
Starting Time: 6:38pm

1. **Councillors Present:**
Councillor Paula Piccinini (Mayor)
Councillor Anna Chen (Deputy Mayor)
Councillor Andrew Conlon
Councillor Sophy Galbally
Councillor Dot Haynes
Councillor Michelle Kleinert
Councillor Paul McLeish
Councillor Zafiroopoulos

Apologies from Councillors:
Cr Geoff Gough

Executive Officers Present:
Andrew Day, Chief Executive Officer
Helen Napier, Acting Director City Services
Philip Lee, Director Shared Services
Angelo Kourambas, Director City Planning & Community
Andrew McMaster, Group Manager Governance & Risk

Other Officers in Attendance:
Kym McClean, Governance Support Officer
Jude Whelan, Manager Communications
Matt Slavin, Manager Integrated Planning
Frank Vassilacos, Coordinator Integrated Transport
Liz Lambropoulos, Team Leader Integrated Transport
Ben Harnwell, Coordinator Business, Events and Grants
Susanna Lunt, Community Events Officer
Lee Robson, Group Manager Community Programs
Justin Hanrahan, Manager Economic and Community Wellbeing
Faye Adams, Senior ESD Officer
Grant Jack, Group Manager Infrastructure and City Projects

2. **Disclosure of Conflicts of Interest**
No disclosures of conflict of interest were made.
3. **Items Considered**
3.1 North East Link Project Update
3.2 Tourism Promotional Campaign
3.3 Liveability, Innovation and Technology (LIT) Committee – A Proposal
3.4 Update on 2018/19 Capital Works Program

The meeting ended at 10:47pm

Record of an Assembly of Councillors

Manningham City Council

Strategic Briefing Session

Meeting Date: 9 April 2019
Venue: Council Chamber, Civic Office, 699 Doncaster Rd, Doncaster
Starting Time: 6:30pm

1. Councillors Present:

Councillor Paula Piccinini (Mayor)
Councillor Anna Chen (Deputy Mayor)
Councillor Andrew Conlon
Councillor Sophy Galbally
Councillor Dot Haynes
Councillor Michelle Kleinert
Councillor Paul McLeish
Councillor Zafiroopoulos

Apologies from Councillors:

Cr Geoff Gough

Executive Officers Present:

Andrew Day, Chief Executive Officer
Helen Napier, Acting Director City Services
Philip Lee, Director Shared Services
Angelo Kourambas, Director City Planning & Community
Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk

Other Officers in Attendance:

Lee Robson, Group Manager Community Programs
Grant Jack, Group Manager Infrastructure and City Projects
James Paterson, Manager Infrastructure Services
Subash Nanoo, Coordinator Traffic and Development
Vijay Vjayakumar, Senior Traffic Engineer
Kevin Ayre, Chief Financial Officer
Niall Sheehy, Group Manager Approvals and Compliance
Paul Bonnici, Coordinator City Compliance
Clayton Simpson, Coordinator Environment

2. Disclosure of Conflicts of Interest

No disclosures of conflict of interest were made.

3. Items Considered

- 3.1 Major Road Projects Authority (MRPA) Presentation on Fitzsimons Lane Corridor
- 3.2 2019-20 Annual Budget (incorporating 2019-2023 Strategic Resource Plan) adoption in-principle
- 3.3 Manningham Draft Parking Permit Policy 2018
- 3.4 Annual Environment Report 2017/18
- 3.5 Community Services Contracts – Summary of Tender Outcomes (**Confidential**)

The meeting ended at 10:40pm

Record of an Assembly of Councillors

Manningham City Council

Senior Citizens Reference Group

Meeting Date: Wednesday 10 April 2019
Venue: Function Room 3, Civic Office, 699 Doncaster Rd, Doncaster
Starting Time: 9.30am to 11.00am

1. Councillors Present:
Councillor Dot Haynes

Officers Present:

Keri Kennealy, Manager, Aged and Disability Support Services
Catherine Walker, Coordinator Social Support, Aged and Disability Support Services

2. Disclosure of Conflicts of Interest
There were no conflicts of interest noted.

3. Items Considered

1. Seniors club updates
2. Information for cares
3. Manningham photographic competition
4. The Journey of ageing forum
5. Royal Commission community submissions
6. World Elder Abuse Awareness day

Finishing time

The meeting ended at 11.00am

13.6 Documents for Sealing

File Number: IN19/243
Responsible Director: Governance Consultant
Attachments: Nil

EXECUTIVE SUMMARY

The following documents are submitted for signing and sealing by Council.

COUNCIL RESOLUTION

MOVED: CR ANDREW CONLON
SECONDED: CR DOT HAYNES

That the following documents be signed and sealed:

**Consent to Build over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and Melbourne Anglican Trust Corporation
109 Church Road, Doncaster**

**Consent to Build over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and S A Murray and N A Kocovski
41 Ayr Street, Doncaster**

**Consent to Build over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and J Sun
33 Philip Avenue, Doncaster**

**Consent to Build over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and J T Seach and E L Seach
77-79 Arundel Road, Park Orchards**

**Consent to build over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and A A M Sidaros and M Y A Sidaros
12 Morang Avenue, Templestowe Lower**

CARRIED

2. BACKGROUND

The Council's common seal must only be used on the authority of the Council or the Chief Executive Officer under delegation from the Council. An authorising Council resolution is required in relation to the documents listed in the Recommendation section of this report.

3. DECLARATIONS OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

14 URGENT BUSINESS**14.1 Notice of Motion by Cr Paul McLeish (NOM No. 1/2019)****COUNCIL RESOLUTION**

MOVED: CR PAUL MCLEISH
SECONDED: CR DOT HAYNES

That Council:

- A. Endorses the much needed State Government project to upgrade Fitzsimons Lane intersections at Main Road, Porter Street and Foote Street, and calls upon the Government to amend the project design for Fitzsimons Lane, between Porter and Foote Streets, to ensure the proposed design enhances the city's amenity and distinctiveness by creating a landscaping boulevard along the length of Fitzsimons Lane, Porter St, Foote Street and Main Road in accordance with Plan Melbourne Policy 4.1.3 - Strengthen Melbourne's network of boulevards and so that it remains a priority road for buses by:**
- Retaining the existing dedicated bus/cycle lanes**
 - Providing an additional third vehicle lane in each direction so that the efficient and timely operation of the 5 bus lines (including the 901 and 902 orbital routes) are preserved through this heavily congested area.**
- B. Writes to the Minister for Transport Infrastructure, Minister for Public Transport, Ports and Freight, Minister for Roads, Road Safety and TAC Fishing and Boating and State Premier seeking their urgent intervention to address this key design shortcoming.**
- C. Writes to our Local and State Members advising of our motion and request.**

CARRIED

15 COUNCILLORS' QUESTION TIME

15.1 NELP – Tree Protection

- Q1 Cr Gough asked if Councillors were aware of a situation that is developing with NELP and the EES concerning the removal of the river red gum tree on the corner of Manningham and Bridge Street and the fact that this tree is unable to be saved. In all consultations with NELA and NELP it was given to the communities as a guarantee that that tree would be protected. If the road can go into Banksia Park and infiltrate that area to give a wider berth, why is this tree unable to be saved? As a Council are we able to write to NELP and state our objections against the removal of this iconic tree that is well photographed and well known by our community. This tree pre dates European settlement and NELA is not valuing what our community values which is this tree, our community businesses and the flat land needed for our sporting clubs. My Question Madam Mayor is will Council be making representations to State and Federal Government to ensure this significant iconic tree is saved?

Cr Paula Piccinini advised Cr Gough that his question would be taken on notice but reassured Councillors that representation by Council on this issue on behalf of the Manningham community will be ongoing.

16 CONFIDENTIAL REPORTS

COUNCIL RESOLUTION

MOVED: CR GEOFF GOUGH
SECONDED: CR ANDREW CONLON

That Council close the meeting to the public pursuant to sections 89(2)(h) and (d) of the Local Government Act 1989, to consider item 16.1 concerning any other matter which the Council or special committee considers would prejudice the Council or any person; and items 16.2, 16.3 and 16.4 concerning contractual matters.

CARRIED

The Meeting was closed to the public at 9:09pm to consider the following reports and was re-opened at 9:16pm.

16.1 Consideration of Key to the City

This information has been designated in writing as confidential information by the Chief Executive Officer pursuant to S77(2)(c) of the Local Government Act 1989. The relevant ground applying is S89(2)(h) of the Act concerning Any other matter which the Council or special committee considers would prejudice the Council or any person.

16.2 Tender - Contract for Volunteer Resource Service

This information has been designated in writing as confidential information by the Chief Executive Officer pursuant to S77(2)(c) of the Local Government Act 1989. The relevant ground applying is S89(2)(d) of the Act concerning contractual matters.

16.3 Tender - Contract for Youth Services

This information has been designated in writing as confidential information by the Chief Executive Officer pursuant to S77(2)(c) of the Local Government Act 1989. The relevant ground applying is S89(2)(d) of the Act concerning contractual matters.

16.4 Tender- Contract for Social Support Services

This information has been designated in writing as confidential information by the Chief Executive Officer pursuant to S77(2)(c) of the Local Government Act 1989. The relevant ground applying is S89(2)(d) of the Act concerning contractual matters.

The meeting concluded at 9.21pm.

Chairperson
CONFIRMED THIS 28 MAY 2019