

Ordinary Meeting of Council

Nellie Ibbott Chambers, Ivanhoe Library and Cultural Hub, 275 Upper Heidelberg Road, 3079

7 August 2023 7pm

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ALGA General Assembly: 13 – 16 June 2023

Prepared by Cr Tom Melican

Topic	Notes
Wednesday 14 June 2023	
9.00am Opening Ceremony Welcome to Country Includes an address from His Excellency General the Honourable David Hurley AC DSC (Retd), Governor-General of the Commonwealth of Australia	David Hurley was very supportive of local government sector. Request for people to nominate more people and women for Australia awards. Encouraged local government sector to work with each other on solutions that work.
9.40am Minister Address The Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government (invited)	The relaunch of the Council for Local Government. Starting this Friday. Emergency management. Roads to Recovery addition funding. Skill shortage and staff crisis, more education, \$4B addition funds, Skill Australia. Flood damage, extra funding for bridges, black spots, damaged roads. Road Safety Plan, zero death. Disaster Recovery Funding. Clean Energy Future being led by LG. Federal Government is trying to make every suburb a great place to live. Working with LG on increase housing development. Powering the Region Funding. Better mobile connection across the country. Equal access internet access.
10.00am ALGA President's Address Cr Linda Scott, ALGA President	Biggest conference ever, 1,100 attendance and many more online. Stronger together. Cost pressures. Partnerships and advocate for funding. Importance to thanking and inviting Federal members to events. Increase and bring forward Federal assistance grants successful. Federal and State Budgets are very tight. Important of Federal Assistance Grants, untied grants. Wanting to increase FAD to 1% of Federal tax revenue.

	<p>FAD are 20% of income for 25% of Councils. More Federal funding for waste reduction and rural airports. 1 in 15 houses experiencing housing stress. LG working to create more affording housing. Climate change risks rezoning land and housing. 9 out of 10 Councils are facing skill shortages. Council employs 190,000 people, more than 400 occupations. LG have been leading in Climate Change and working with the Federal Government to meet new Federal targets. 46 declared disasters in 2022.</p>
<p>11.00am</p> <p>Panel: Building a Stronger Workforce Lord Mayor Sally Capp, City of Melbourne Other panellists TBA</p>	
<p>11.45am</p> <p>Hon Peter Dutton MP.</p>	<p>Small Government, trust LG due to their links into communities. Critical of Labor Government funding of LG for roads and infrastructure. Critical of addition increase in immigration without additional funding for houses, roads and schools.</p>
<p>1.30pm</p> <p>Guest Speaker His Excellency Vasyl Myroshnychenko, Ambassador of Ukraine</p>	<p>Encouraged Councils to develop sister Cities with Ukraine. Need to re-build Ukraine cities. Victorian Government gave \$500,000 to re-build Ukraine hospitals.</p>
<p>Jimmy Rees ABC Kids presenter. Giggle and Hoot.</p> <p>1.45pm</p>	<p>Interesting and funny. Needed to leave to attend tour of Parliament.</p>

Panel: The Future of Local Government Dr Jonathan Carr-West, CEO, Local Government Information Unit, UK Tahlia Azaria, Director, Young Mayors Program, Foundation for Young Australians	
2.15pm	
Keynote Address TBA	
Thursday 15 June 2023	
9.00am Panel: A Conversation About the Voice Mayor Ross Andrews, Yarrabah Aboriginal Shire Council, QLD Other panellists TBC	Mayor Ross. The importance of giving the information, not just advocating for a yes vote. Mayor Ryan. Need to work together. The need for first nation people to have a say in what happens in their regions. Cr Esma Livermore. What the Voice is and what it means. Change the course of the nation. The chance to change and improve the country. Mayor Phillemon. People need control of their own affairs. True reconciliation. First nation people want to be part of the solution, not part of the problem.
9.45am Keynote: Leading Communities Through Change Jennifer Michelmores, Chief Executive, Studio THI	Urban change is difficult. In the last 20 years our population has grown by 3.6 million. In the next 20 it's expected to grow by 6.1 million. Convince people to think about the needs of future generations. We need leadership capabilities. As individuals and organization. Do we have a clear vision of the future, across the whole organization. How change ready is our system. Massive lack of awareness of the need to change. Low participation in the change process. Support for change is higher than most people think. People actually want more facilities and value the 20 minute city concepts.

	<p>Think about how to develop the tools to set up the right environment for change.</p> <p>As individuals and as a organization we must have the same vision and make sure our communities are aware of the need for change and ready for change.</p>
<p>11.00am</p> <p>Panel: Cyclones, Fires and Floods Brendan Moon, Coordinator-General, National Emergency Management Agency Other Panelists TBC</p>	<p>Brendan Moon.</p> <p>Consistency approach across the nation.</p> <p>Repeat disasters destroyed infrastructure just rebuilt.</p> <p>Need to ensure that what is built back can withstand future disasters.</p> <p>Build back better, not just replace.</p> <p>Need to prepare better for disasters.</p> <p>Cr. Samantha O'Toole Balonne Mayor.</p> <p>Rain events elsewhere impact Balonne Shire months later.</p> <p>People have not had time to recover before the next disaster occurs.</p> <p>Isolation during floods is a massive issue.</p> <p>Emergency dashboards provide up to date information and camera have helped.</p> <p>Cr. Peter Freshney Mayor of Latrobe Council Tasmania.</p> <p>Little or no warning of flood coming. Middle of the night.</p> <p>Communities are resilient.</p> <p>Insurance companies can be difficult and do not cover all disasters.</p> <p>All levels of Government do need to work better together.</p>
<p>11.45am</p> <p>Saul Griffith. Rewiring Australia.</p>	<p>Electrified all houses will reduce costs and will not rise again with inflation.</p> <p>Saving \$3,000 to \$4,000 yearly per household.</p> <p>Australia solar is much cheaper and is cheaper than ever.</p> <p>Electrification will cost money, but will save enormous amounts in future.</p> <p>The electricity market system does not work correctly.</p> <p>Community local grids would reduce costs.</p> <p>We need zero emissions by 2040. Must electrify immediately.</p> <p>Best presentation on the conference.</p>

<p>1.30pm</p> <p>Panel: Australia's Affordable Housing Crisis Nathan Dal Bon, CEO, National Housing Finance and Investment Corporation Wendy Hayhurst, CEO, Community Housing Industry Association</p>	<p>Wendy Hayhurst. As a nation we have not built enough social and affordable housing. Councils have support and developed social and affordable projects. Need to do so much more.</p> <p>Nathan Dal Bon. Works with the Federal Government to assist them implement Federal projects and funding. Will become Housing Australia if the current bill is passed. Rental affordability is getting worse and is nationwide. Under investment in social housing. Interest rate have added to the problem. Covid increased people moving more and wanting larger homes for working from work. As a wealth country, we need to do better. Housing pressure impact other parts of people lives. Population growth is very high. Need to balance the need of existing residents and providing new housing for a variety of people's needs. Some new projects are allocating percentages for older women and women escaping domestic violence.</p>
<p>2.15pm</p> <p>Panel: Cyber Security and Local Government Clive Reeves, Deputy Chief Information Security Officer, Telstra Stephanie Crowe, First Assistant Director General Cyber Security Resilience, Australian Cyber Security Centre Other Panelists TBC Gary Okely JLT.</p>	<p>Stephanie Crowe. ACSC. National view of existing threats, Cyber threats are increasing. Critical systems are targeted. Encrypting data, but also threatening to release data to the public. Supply chain disruption.</p> <p>Clive Reeves. Telstra. 300 people working in their security department. It not an IT problem, it's a business risk. Altering data is also becoming a bigger problem. The need to have a prepared plan to recovery and manage the issue.</p>

	<p>Gary Okely. JLT. Report on Local Government profile, so that the insurance industry can access risk and adjust fees etc.</p> <p>Fake twitter id's are a problem. AI is being used to create fake profiles and deep fake images. Be careful with social media settings. There is advice to assist parents on protecting children. We should only keep the data we need and only for as long as we need it. Incidents will happen, we have to be ready and learn how to reduce the harm.</p>
3.30pm	
Debate on Motions Concurrent Session TBC	
Friday 16 June 2023	
8.00am - 3.00pm Australian Council of Local Government (ACLG)	

- Revised Procurement Policy

1 July 2021 – 30 June 2025



Document control

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Definitions and abbreviations

Term	Definition
Act	<i>Local Government Act 2020</i>
Collaborative Procurement Arrangement	A contract established by the Council, government or a nominated agent, such as Procurement Australasia, Municipal Association of Victoria (MAV), Northern Councils Alliance (NCA) or local government entity, for the benefit of numerous state, federal and/or local government entities that achieves best value by leveraging combined economies of scale.
Commercial in Confidence	Information that, if released, may prejudice the business dealings or commercial interests of Council or another party, e.g. prices, discounts, rebates, profits, methodologies and process information, etc.
Contract Management	The process that ensures all parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the contract objectives and provide Value for Money.
Council	Banyule City Council
Councillors	Council's elected representatives (the Mayor and Councillors) or Administrator(s) appointed to act in this capacity.
Council Staff	Includes all Council officers, temporary employees, contractors, volunteers and consultants while engaged by Council.
IBAC	The Independent Broad-based Anti-corruption Commission
Indigenous Business	An Indigenous Business is one that is at least 50% owned by an Aboriginal or Torres Strait Islands person(s) (consistent with Supply Nation's definition).
Local Business	A commercial business with an operational premises that is physically located within the municipal borders of the 7 Northern Regional Councils.
Northern Councils Alliance (NCA)	The 7 Councils comprising the NCA, being the Cities of Banyule, Darebin, Hume, Moreland and Whittlesea and Mitchell and Nillumbik Shire Councils.
Probity	Within government, the term "probity" is often used in a general sense to mean "good process". A procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with the Council's policies and legislation, are established, understood and followed from the outset. These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably.
Procurement	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.
Schedule of Rates Contract	A standing offer arrangement based on a Schedule of Rates contract that sets out rates for goods and services which are available for the term of the agreement but without a commitment to purchase a specified value or quantity of goods or services.
Sustainability	Activities that meet the needs of the present without compromising the ability of future generations to meet their needs.
Tender Process	The process of inviting parties from either a select list or via public advertisement to submit an offer by tender followed by evaluation of submissions and selection of a successful bidder or tenderer in accordance with pre-determined evaluation criteria.
Total Contract Sum	The potential total value of the contract including:

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- costs for the full term of the contract, including any options for either party to extend the contract;
- applicable goods and services tax (GST);
- anticipated contingency allowances or variations;
- all other known, anticipated and reasonably foreseeable costs.

Value for Money

Value for Money in procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including:

- Non-cost factors such as contribution to the advancement of Council's priorities, fitness for purpose, quality, service and support; and
- Cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.

A. Overview

This Procurement Policy is made under Section 108 of the [Local Government Act 2020 \(the Act\)](#). The Act requires each council to:

- Prepare and adopt a procurement policy which specifies the principles, processes and procedures applying in respect of the purchase of goods and services and carrying out of works by the Council; and
- Review its Procurement Policy at least once during each 4-year term of the Council.
- This Policy has been developed collaboratively by the Northern Councils Alliance with a view to facilitating smooth collaborative procurement processes, consistent with the Act. This Policy also incorporates content that is specific to the Council and may differ from that of the other NCA councils and is intended to apply only to procurement involving the Council.

B. Applicability

This Policy applies to all contracting and procurement activities at the Council and is applicable to Councillors and Council Staff.

It is recognised this will enhance achievement of the Council's objectives such as sustainable and socially responsible procurement, supporting local economies and obtaining Value for Money, leading to a better result in the provision of goods, services and works for the benefit of the community.

This Policy provides direction on the conduct of procurement activities throughout the sourcing, management and disposal phases. It also covers the general procurement framework but does not extend to the related accounts payable processes.

The Council must comply with this Procurement Policy before entering into a contract for the purchase of goods or services or the carrying out of works.

C. Objectives

This Policy is consistent with the requirements of S108(2) of the Act and will:

- Seek to promote open and fair competition and provide Value for Money;
- Provide clear guidelines to the Council to allow consistency and control over procurement activities;
- Demonstrate accountability to ratepayers and residents;
- Provide guidance on ethical behaviour in public sector procurement;
- Demonstrate the application of best practice in procurement activities;
- Demonstrate the consideration of sustainability in procurement with respect to social, economic and environmental factors;
- Increase the probability of obtaining the best outcome for the municipal community when procuring goods and services; and
- Seek to undertake collaborative procurement in accordance with section 2.3.4.5 of this Policy;

These objectives will be achieved by requiring, that the Council's contracting, purchasing and contract management activities:

- Support the Council's corporate strategies, aims and objectives;
- Span the whole life cycle of an acquisition and take sustainability considerations into account;

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- Achieve demonstrable Value for Money;
- Are conducted in, and demonstrate an impartial, fair and ethical manner;
- Seek continual improvement through innovative and technological initiatives; and
- Generate and support Local Business through inclusion wherever practicable.

1. Procedures

1.1. Treatment of GST

All monetary values stated in this policy include GST unless specifically stated otherwise.

2. Effective Legislative and Policy Compliance and Control

2.1. Ethics and Probity

2.1.1. Requirement

The Council's procurement activities shall be performed in an open, transparent and ethical manner with demonstrated integrity, fairness and accountability that meets relevant legal requirements.

All tender processes shall be conducted in accordance with the requirements of this Procurement Policy and any associated procedures, relevant legislation, relevant Australian Standards, Commercial Law and the Act.

2.1.2. Conduct of Councillors and Council Staff

Councillors and Council Staff shall at all times conduct themselves in ways that are in accordance with the Councillor Code of Conduct or the Staff Code of Conduct respectively, and will perform their duties ethically and with integrity and must:

- Treat potential and existing suppliers with equality and fairness;
- Not use their position to seek or receive personal gain in procurement matters;
- Maintain confidentiality of Commercial in Confidence information;
- Present the highest standards of professionalism and probity;
- Afford suppliers and tenderers with the same information and an equal opportunity to tender or quote for goods, services and works contracts;
- Be able to account for all decisions and demonstrate and provide evidence of the processes followed;
- Not perform any work under any Council contracts they are supervising i.e. Council Staff cannot also work for the relevant supplier;
- Query incidents, decisions or directions that appear to contradict or deviate from Council's standards of ethics or probity or established policies and procedures; and
- Ensure that this Procurement Policy and Council's Procurement Guidelines are adhered to in relation to any expenditure of Council funds.

2.1.3. Conflict of Interest

Councillors and Council Staff shall at all times avoid situations which may give rise to an actual or perceived conflict of interest. A conflict of interest may be a 'general' or a 'material' conflict of interest.

A member of Council Staff has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty.

A member of Council Staff has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. The benefit or loss may be direct or indirect and pecuniary or non-pecuniary. Affected persons include, among others, the member of Council Staff and their family members.

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Council Staff involved in the procurement process, in particular preparing tender documentation, writing tender specifications, opening tenders, participating in tender evaluation panels, preparing a recommendation report; and Councillors and Council Staff awarding tenders must:

- **Avoid** conflicts of interest, whether material or general or actual, potential or perceived;
- **Declare** that they do not have a conflict of interest in respect of the procurement. All Council Staff participating in tender evaluation panels must complete a Conflict of Interest declaration. Council Staff must declare any actual or perceived conflicts in line with Council's internal processes for reporting conflicts of interest; and
- **Observe** prevailing Council and Government guidelines on how to prevent or deal with conflict of interest situations; and not take advantage of any tender related information whether or not for personal gain.

2.1.4. Fair and Honest Dealing

All prospective contractors and suppliers must be treated impartially and afforded an equal opportunity to tender or submit a quotation.

Any suspected improper conduct, including suspected fraud, corruption, substantial mismanagement of public resources, risk to public health and safety, risk to the environment, or detrimental action should be managed in accordance with Council's internal policies and processes.

2.1.5. Probity, Accountability and Transparency

Accountability in procurement means being able to justify and provide evidence of the process followed. An independent third party must be able to see clearly that a process has been followed and that the process was fair and reasonable.

Council Staff must be able to account for all procurement decisions and ensure all procurement activities leave an audit trail for monitoring and reporting purposes.

2.1.6. Gifts and Benefits

No Councillor or member of Council Staff shall seek or accept any immediate or future reward or benefit in return for the performance of any duty or work for Council or where it could be reasonably perceived as influencing them or their position or undermining their integrity or the integrity of the process in some way.

Any gift or benefit offered to a Councillor or Council Staff will be managed in accordance with Council's internal policies and processes.

Councillors and Council Staff, particularly contract supervisors:

- must not knowingly visit a current supplier's premises without invitation when acting in their official capacity; and
- must not knowingly engage a Council supplier for private benefit, unless that engagement is on proper commercial terms.

2.1.7. Disclosure of Information

Commercial in Confidence information received by the Council must not be disclosed and is to be stored in a secure location.

Councillors and Council Staff must take all reasonable measures to maintain confidentiality of:

- Information disclosed by organisations in tenders, quotation or during tender negotiations; and
- Commercial in Confidence information.

Councillors and Council Staff are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests.

Discussion with potential suppliers during tender evaluations should not go beyond the extent necessary to resolve doubt on what is being offered by that supplier.

At no stage should any discussion be entered into which could improperly influence the procurement process or negotiation of a contract prior to the contract approval process being finalised, other than authorised pre-contract negotiations.

2.1.8. Complaints & Reporting Suspicious Activities

Complaints Handling

Members of the public and suppliers, are encouraged to report known or suspected incidences of improper conduct to the CEO. Councillors and Council Staff will report and manage complaints in accordance with Council's internal policies and processes.

Reporting Suspicious Activities

All Councillors, Council Staff and Council suppliers are required at all times to act honestly and with integrity and to safeguard the public resources for which they are responsible. Council is committed to protecting all revenue, expenditure and assets from any attempt to gain illegal benefits (financial or otherwise).

Council will take all reasonable steps to protect those who assist Council by providing information about suspected fraud. This will include confidentiality of identity and protection from harassment, to the extent possible.

Suspected improper conduct, offers of bribes, commissions and any other irregular approaches from suppliers, prospective suppliers or other individuals will be investigated and reported in accordance with Council's internal policies and processes.

The CEO must notify IBAC of any matter they suspect on reasonable grounds to involve corrupt conduct occurring or having occurred in accordance with mandatory reporting requirements under the Independent Broad-based Anti-Corruption Commission Act 2011.

2.2. Governance

2.2.1. Structure

Council has delegated a range of powers, duties and functions to the CEO in relation to procurement. The delegation aims to ensure that the Council's procurement structure operates according to processes that:

- Are flexible enough to procure in a timely manner the diverse range of goods, works and services required by Council;
- Guarantee that prospective contractors and suppliers are afforded an equal opportunity to tender or submit a quotation; and
- Encourage competition and collaboration,
- even where the CEO runs a procurement process under delegation.

2.2.2. Methods

The Council's standard methods for procuring goods, services and works shall be by any of the following:

- Purchase order following a quotation process from suppliers for goods or services that represent best Value for Money under the quotation thresholds adopted by the Council. An approved purchase order must be created prior to committing expenditure on behalf of Council for the provision of services, goods or works in accordance with the Council's procurement thresholds and guidelines;
- Under contract following a quotation or tender process;
- Using Collaborative Procurement Arrangements;
- Multi-stage tenders commencing with an EOI followed by a tender process;

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- Under a sole-sourcing arrangement in line with the conditions contained in section 2.3.3.2;
- Purchasing Cards; and
- Petty Cash,

unless other arrangements are authorised by Council or under appropriate delegated authority on an 'as needs' basis as required by abnormal circumstances such as emergencies.

2.2.3. Responsible Financial Management

The principle of responsible financial management shall be applied to all procurement activities. Accordingly, to give effect to this principle, the availability of existing funds within an approved budget or source of funds shall be established prior to the commencement of any procurement action for the supply of goods, services or works.

Council funds must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

2.3. Procurement Thresholds and Competition

Wherever it would likely achieve best value, procurements will be arranged under a relevant contractual arrangement established in accordance with section 108 of [the Act](#) and this Procurement Policy.

In every procurement activity all practicable efforts will be made to consider the sustainable procurement considerations as listed in Section 3.2.

Council will invite offers from the supply market for goods, services and works in accordance with the thresholds listed in Appendix 1 - Banyule City Council Procurement Methodology Thresholds.

2.3.1. Procurement Principles

Council will apply the following fundamental best practice principles to procurement, irrespective of the value and complexity of that procurement:

- Value for Money;
- Sustainability (social, economic and environmental);
- Open and fair competition;
- Accountability;
- Risk management; and
- Probity and transparency.

2.3.2. Procurement Methodology

Section 108 of the Act details that each Council will set the public tender threshold above which tenders or expressions of interest for contracts must be publicly invited.

A public tender process must be used for all procurements valued at \$300,000 and above (incl. GST) for goods, services or works.

For procurements under \$300,000 (incl. GST), the procurement methodology and thresholds detailed in Appendix 1 - Banyule City Council Procurement Methodology Thresholds will apply.

2.3.3. Exemptions from Tendering

The following circumstances are exempt from the general publicly advertised tender, quotation and expression of interest requirements.

Exemption Name	Explanation, limitations, responsibilities and approvals
1. A contract made because of genuine emergency or hardship	Where the Council has resolved that the contract must be entered into because of an emergency (e.g. to provide immediate response to a natural disaster, declared emergency).
2. A contract made with, or a purchase from a contract made by, another government entity, government-owned entity or other approved third party.	This general exemption allows engagements: <ul style="list-style-type: none"> With another government entity or government owned entity. For example, Federal, State or Local Government or an entity owned by the Federal, State or Local Government; and/or In reliance on contracts and arrangements established by another government entity, local authority or local government group purchasing scheme, Municipal Association of Victoria (MAV) or National Procurement network members (e.g. Local Buy), Procurement Australia (PA).
3. Extension of contracts while Council is at market	Allows Council to extend an existing contract where the procurement process to replace the contract has commenced, and where the tender process or negotiations will take or are taking longer than expected. This exemption may be used when the establishment of an interim short-term arrangement with an alternative supplier is considered not to be in the public interest, as it may be cost prohibitive and/or present a risk in the delivery of critical public services to the municipality.
4. Professional services unsuitable for tendering	Legal Services. Insurance.
5. Novated Contracts	Where the initial contract was entered into in compliance with the Act and due diligence has been undertaken in respect to the new party.
6. Information technology resellers and software developers	Allows Council to renew software licenses and maintenance and support, or upgrade existing systems, where there is only one supplier of the software, who holds the intellectual property rights to the software.
7. Regional Waste and Resource Recovery Groups	Situations where a Regional Waste and Resource Recovery Group constituted the Environment Protection Act 1970 had already conducted a public tender for and on behalf of its member councils.
8. Statutory Compulsory Monopoly Insurance Schemes	Motor vehicle compulsory third party WorkCover
9. Operating Leases	Where a lessor leases an asset (generally a vehicle or plant and equipment) to the Council and assumes the residual value risk of the vehicle.
10. Other specific Council exemptions	Defined in Appendix 5 Council Specific Exemptions.

Specific Council exemptions will be reviewed and updated in Appendix 5 Council Specific Exemptions from time to time, as per the Policy Review Process (section 5.2).

2.3.3.1. Contract Variations

All contract variations must be assessed to determine whether they are properly characterised as variations, or whether they are in effect a new contract. This will depend on factors like:

- The monetary value of the proposed variation, i.e. the value of the variation in the context of the thresholds fixed by the Procurement Policy; and
- The subject matter of the proposed variation, and whether it is consistent with the scope of the original contract.

2.3.3.2. Sole or select sourcing

Supply of goods, services or works can be sought from one supplier (sole sourcing) or a restricted group of suppliers (select sourcing) where it is consistent with this Procurement Policy and:

- It is in the public interest;
- There is one or a limited number of available tenderers in the market or suppliers able to submit quotations;
- The marketplace is restricted by statement of license or third-party ownership of an asset (excluding public utility plant); or
- Council is party to a joint arrangement where Council jointly owns the Intellectual Property with a third party provider.

Sole Sourcing:

If there is a current procurement or disposal process in place, that process must be terminated prior to sole sourcing being implemented.

Sole sourcing is subject to existing delegations.

Select Sourcing:

Select sourcing is subject to existing delegations.

2.3.4. Public Tender Requirements

All public tenders invited by the Council will be published via Council's eTendering Portal and may be advertised in the media.

Information regarding Current Tenders and Awarded Tenders will be published on Council's website.

2.3.4.1. Tender Evaluation

A tender evaluation panel will be established to evaluate each tender submission against the tender's selection criteria. Tender evaluation panels can include external personnel in order to ensure the best outcome for a procurement activity and must comprise of at least 3 persons as well as a chairperson.

A detailed Tender Evaluation Plan shall be developed, approved and strictly adhered to by that panel. Amongst other things, this involves the establishment of more detailed evaluation criteria (i.e. than those published with the tender) and the application of a pre-approved and robust weighted scoring system.

The Tender Evaluation Plan should be completed and signed off prior to the tender or quotation being issued.

2.3.4.2. Evaluation Criteria

The Council may include the following evaluation criteria categories to determine whether a proposed contract provides Value for Money:

- Mandatory Compliance criteria (e.g. ABN registration, OH&S, Fair Work Act);

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- Tendered price;
- Capacity of the Tenderer to provide the goods and/or services and/or works;
- Capability of the Tenderer to provide the Goods and/or Services and/or Works; and
- Demonstration of sustainability.

2.3.4.3. Probity Advisor

A formal probity plan should be developed, and a probity advisor appointed in the following circumstances:

- Where the proposed Total Contract Sum exceeds \$10 million over the life of the contract or for a lesser value set by Council from time to time; or
- Where a proposed contract is considered by Council or the CEO to be particularly complex, of a high risk or controversial nature, and requiring a high level of public confidence.

A probity advisor may be appointed to any tender evaluation panel and may be appointed to oversee the evaluation process.

2.3.4.4. Shortlisting and Negotiations

Council may conduct a shortlisting process during EOI, tender and quotation processes. Shortlisting can be based on any criterion or criteria but only in pursuit of the most advantageous outcome for the Council.

Shortlisted tenderers may be invited by the Council to submit a best and final offer in relation to all or certain aspects of their respective tenders. Once a preferred tenderer/s is/are selected, negotiations can be conducted in order to obtain the optimal solution and commercial arrangements, within the original scope and intent of the tender. Probity requirements apply to all negotiations.

2.3.4.5. Collaborative Procurement

In accordance with section 108(c) of the Act, the Council will first give consideration to collaboration with other Councils and public bodies or utilise Collaborative Procurement Arrangements, when procuring goods, services and works in order to take advantage of economies of scale.

Council Staff must consider any opportunities for Collaborative Procurement in relation to a procurement process undertaken by Council. Any Council report that recommends commencing a procurement process must set out information relating to opportunities for Collaborative Procurement, if available, including:

- The nature of those opportunities, if any, and the councils or public bodies with which they are available; and
- Why Council did, or did not, pursue the identified opportunities for collaboration in relation to that procurement process.

When collaborating with the NCA, the Council will do so in accordance with the following:

- The NCA will develop a consolidated contract register to identify joint procurement projects on an annual basis.
- Council contracts with a minimum value of \$1 million per annum (per Council), for the ongoing supply of goods or provision of services or works, other than projects that are unique to an individual Council (e.g. unique construction or works projects), will be included in the consolidated contract register for collaboration consideration;
- Other contracts which, due to the subject matter, nature or scope, are likely to deliver operational efficiencies if procured in collaboration with the NCA, must be included in the consolidated contract register for consideration as a possible joint procurement opportunity;
- Where Collaborative Procurement is to be pursued:
 - A pre-market approval submission will be submitted to each Council and the NCA prior to commitment to collaboration, seeking delegation of contract approval to CEOs;
 - The NCA will establish a Heads of Agreement that gives authority for a lead council to act as each Council's agent in the Collaborative Procurement;

- Each of the Councils who participate will be able to enter into a contract with the preferred supplier identified through the Collaborative Procurement process, or may choose as a group to enter into a contract using "jump in/opt-in" contract provisions during the contract term, or with the Council which conducted the public tender; and
- Each participating council must be involved in:
 - The initial decision to undertake the Collaborative Procurement;
 - Preparation of, and agreement to, the specifications;
 - Ensuring probity for the Collaborative Procurement; and
 - The acceptance of tender(s) and awarding of contract(s).

Furthermore, Council may collaborate with other Councils or other bodies such as MAV Procurement or Procurement Australasia to procure goods, services or works, or utilise existing Collaborative Procurement Arrangements for the procurement of goods, services or works established through a public tender process where it provides an advantageous, Value for Money outcome for the Council.

Any Federal or State Government grant funded projects may be excluded from collaborative procurement.

2.4. Delegation of Authority

2.4.1. Requirement

Delegations define the limitations within which Council Staff are permitted to commit Council to the procurement of goods, services or works and the associated costs. The Instrument of Delegation allows specified Council Staff to undertake certain purchases, quotation, tender and contractual processes without prior referral to the Council. This enables the Council to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

Council has delegated responsibilities relating to the expenditure of funds for the purchase of goods, services and works, the acceptance of quotations and tenders and for contract management activities to the CEO. The CEO has further delegated some of those responsibilities to other members of Council Staff, subject to specified conditions and limitations.

2.5. Internal Controls

The CEO will install and maintain a framework of internal controls over procurement processes that will ensure:

- More than one person is involved in and responsible for the authorisation and management of a transaction from end to end;
- Transparency in the procurement process;
- A clearly documented audit trail exists for procurement activities;
- Appropriate authorisations are obtained and documented;
- Systems are in place for appropriate monitoring and performance measurement; and
- A process is in place for escalation, where appropriate, of procurement matters (including procedural non-compliance) to the Executive Leadership Team, the Audit and Risk Committee and Council.

2.6. Risk Management

2.6.1. General

Risk assessments are a vital part of the procurement planning process, particularly for significant contracts. Risks will be identified for each part of the sourcing, transition, delivery and finalisation stages of procurement. Appropriate risk avoidance and mitigation strategies will be employed whenever practicable and appropriate.

2.7. Endorsement

Council Staff must not publicly endorse any products or services without the permission of the relevant Director or the CEO.

2.8. Dispute Resolution

Where relevant, all Council contracts shall incorporate dispute management and alternative dispute resolution provisions to minimise the chance of disputes escalating to legal action.

2.9. Contract Management

In order to continually improve its procurement and contract management processes and outcomes, Council will evaluate and seek to improve on all aspects of procurement and contract management, in accordance with its documented procurement processes and Contract Management Guidelines.

Good contract management ensures goods, services and works are delivered to the required standards of quality and quantity as intended by the contract through:

- Establishing a system monitoring and achieving the responsibilities and obligations of all parties under the contract;
- Providing a means for the early recognition of issues and performance problems and the identification of solutions;
- Adhering to the Council's risk management framework and relevant Occupational Health and Safety and sustainability requirements.

Council contracts are to include contract management requirements commensurate with the complexity of the procurement. Furthermore, contracts are to be proactively managed by the member of Council Staff responsible for the delivery of the contracted goods, services or works to ensure the Council and therefore the community, receives Value for Money.

Council awards some contracts that are strategically critical and of relatively high value. Council will provide additional senior oversight to the management of such significant contracts.

3. Demonstrate Sustained Value

3.1. Achieving Value for Money

3.1.1. Requirement

The Council's procurement activities will be carried out on the basis of obtaining Value for Money. This means minimising the total cost of ownership over the lifetime of the requirement consistent with acceptable quality, reliability and delivery considerations. Lowest price is not the sole determinant of Value for Money.

3.1.2. Approach

This will be facilitated by:

- Achieving continuous improvement in procurement activity in accordance with the direction set out in the Council's Strategic Procurement Plan;
- Developing, implementing and managing processes that support the co-ordination and streamlining of activities throughout the procurement lifecycle;
- Effective use of competition;

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- Using existing Council contractual arrangement or Collaborative Procurement Arrangements where appropriate;
- Identifying and rectifying inefficiencies in procurement processes;
- Developing cost efficient tender processes;
- Council Staff responsible for providing procurement services or assistance within the Council providing competent advice in terms of available products and agreements; and
- Working with suppliers to create relationships that are professional, productive, and are appropriate to the value and importance of the goods, services and works being acquired.

3.2. Sustainable Procurement

3.2.1. Sustainable Procurement Definition

Sustainable procurement involves decision making that has the most positive environmental, social and economic impacts possible across the entire lifecycle of goods, services and works. The United Nations Environment Programme defines sustainable procurement as a “process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves Value for Money on a whole of life basis in terms of generating benefits not only the organisation, but also to society and the economy whilst minimising damage to the environment.”

3.2.2. Applying Sustainable Procurement in Council

Sustainability will be embedded in the Council's work. All Council Staff will have a clear and shared understanding about what it means and how they can apply it to their daily tasks. The Council commits to applying the principles of sustainability to all of its decision-making and activities.

Council demonstrates sustainable procurement by:

- Being accountable for its impacts on society, the economy and the environment including the impacts of the organisation's supply chain;
- Examining anticipated organisational, project and/or community needs;
- Continually improving sustainability specifications, practices and outcomes; and
- Planning and undertaking sustainability evaluations as part of contracting activities.

3.2.3. Principles and Objectives

In its Sustainable Procurement Policy as detailed in Appendix 2 Banyule City Council – Sustainable Procurement Policy, Council commits to:

- Applying specific principles of sustainability to its decision-making and activities; and
- Focusing on specific Economic, Environmental and Social objectives.

The following Economic, Environmental and Social objectives have been determined in line with these principles.

Area	Principles	Objectives
Economic	<p>Council is committed to procurement that supports Local Business and economic diversity in the NCA.</p> <p>Where practicable and applicable Council will give preference to goods manufactured or produced in Australia and will actively seek quotations and tenders from Local Businesses in the Northern Region.</p> <p>Council's Sustainable Procurement Policy (as detailed in Appendix 2 Banyule City Council</p>	<p>Council's economic sustainability approach aims to:</p> <ul style="list-style-type: none"> • Achieve Value for Money on a whole of life (including disposal) basis, rather than just initial cost; • Consider broader life cycle impacts of products procured; • Ensure probity and accountability in the procurement process; • Commit to sourcing locally as detailed in Appendix 2 Banyule City

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Area	Principles	Objectives
	<p>– Sustainable Procurement Policy) will be underpinned by the following principles:</p> <ul style="list-style-type: none"> • Ensuring accountability and transparency; • Ensuring Value for Money outcomes; • Ensuring open and effective competition, and development of competitive Local Business and industry; • Fostering innovation and emerging sectors; and • Considering life cycle costs 	<p>Council – Sustainable Procurement Policy;</p> <ul style="list-style-type: none"> • Build relationships with Local Business and encourage procurement from them to help build their capacity; and • Increase local employment. <p><i>Appendix 2 Banyule City Council – Sustainable Procurement Policy details the policy by which Council will achieve the above objectives.</i></p>
Environmental	<p>Where applicable Council will purchase goods, services and works that reduce air, water and soil pollution, greenhouse gas emissions, waste production, natural resource depletion and biodiversity depletion whenever they present an acceptable Value for Money outcome, and in some cases where they might not.</p> <p>Council's sustainable procurement strategies (as detailed in Appendix 2 Banyule City Council – Sustainable Procurement Policy) will be underpinned by the following principles:</p> <ul style="list-style-type: none"> • Considering a product's or asset's lifecycle; • Promoting circular economy participation; • Managing demand to reduce procurement requirements; • Encouraging innovation through specifications; and • Engaging suppliers who are also committed to reducing their environmental impact. 	<p>Council's environmental sustainability and approach aims to:</p> <ul style="list-style-type: none"> • Improve energy efficiency; • Reduce greenhouse gas emissions and contribution towards Council's carbon footprint; • Minimise waste production; • Improve water efficiency; • Reduce air, water and soil pollution; • Reduce biodiversity impacts; and • Increase the use of recycled materials to: • Reduce demand for raw materials and non-renewable resources; and • Close the loop on kerbside recycling. <p><i>Appendix 2 Banyule City Council – Sustainable Procurement Policy details the policy by which Council will achieve the above objectives.</i></p>
Social	<p>Council is committed to building stronger communities and meeting social objectives which benefit the municipality and commits to integration of measures in its procurement processes and documentation which promote improved social outcomes.</p> <p>Council's sustainable procurement (as detailed in Appendix 2 Banyule City Council – Sustainable Procurement Policy) will be underpinned by the following principles:</p> <ul style="list-style-type: none"> • A thorough understanding of the socio-economic issues affecting the community; 	<p>Council's social sustainability approach aims to:</p> <ul style="list-style-type: none"> • Ensure vendors do not exploit workers and provide fair wages, including inclusive business practices; • Maintain a social procurement program to increase social procurement spend across the NCA; • Ensure sourced products are accessible by all segments of the community; • Increase employment opportunities for indigenous people, people with a

Area	Principles	Objectives
	<ul style="list-style-type: none"> Creation of training and employment opportunities for unemployed or disadvantaged residents and ratepayers in Council's municipality, and marginalised job seekers in Council's municipality, to address local socio-economic issues; Promotion of equity, diversity and equal opportunity; and Respect for human rights, the rule of law and international norms of behaviour. 	<p>disability, disadvantaged people and long term unemployed;</p> <ul style="list-style-type: none"> Improve gender equity; and Prevent, detect and remove modern slavery from Council's supply chain. <p><i>Appendix 2 Banyule City Council – Sustainable Procurement Policy details the strategies by which Council will achieve the above objectives.</i></p>

4. Build and Maintain Supply Relationships

4.1. Managing Suppliers

Council recognises the importance of effective and open working relationships with its suppliers and is committed to managing existing suppliers via performance measurements to ensure the benefits negotiated through contracts are delivered.

4.2. Supply Market Development

A wide range of suppliers are encouraged to compete for Council work. The focus for new work need not always be with the larger more familiar businesses. Other types of organisations offering business diversity include:

- Green suppliers;
- Local, small to medium sized enterprises (SMEs) and Social enterprises;
- Ethnic and minority businesses (e.g. Indigenous Business); and
- Volunteer and community organisations.

5. Policy Key Linkages and Governance

5.1. Standards and Linkages

The Council's procurement activities shall be carried out to the professional standards in accordance with best practice and in compliance with the Act and applicable policies and procedures including Codes of Conduct for Councillors, Council Staff and suppliers.

Compliance will be monitored by the Council's Procurement Team and minor issues identified will be addressed by Council Staff in leadership positions. Where required, serious compliance issues will be reported by the CEO to the Audit and Risk Committee and Council.

All Council policies comply with the *Victorian Charter of Human Rights and Responsibilities*.

This Policy has clear linkages to a range of codes, charters, legislation and Council documents, including:

- [Local Government Act 2020](#)

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- Procurement procedures and guidelines
- Purchasing and accounts payable manuals
- Codes of Conduct and associated policies
- Contract management guidelines

This policy will help guide Council's work delivered through Council's key plans, strategies and policies listed in Appendix 4 Council Plans, Strategies and Policies.

Other relevant legislative requirements include compliance with the [Competition and Consumer Act 2010](#), *Goods Act 1958*, *Fair Work Act 2009*, *Working with Children Act 2005*, *Working with Children Regulations 2016* and the *Environment Protection Act 1970* and *Environment Protection Act 2017* and other relevant Australian Standards.

5.2. Policy Review Process

In accordance with the Act, Council will review its Procurement Policy at least once during each 4-year term of the Council.

Members of the NCA will endeavour to work together to keep this Policy under review and to prepare any amendments to Sections 1-5.

Any amendment to the Sections within APPENDICES 1, 2, 3 4 and 5, which is specific to the individual Council can be made at any time during the 4-year term of the Council and is only required to be reviewed and adopted by the individual Council.

5.3. Policy Enquiries and Contact Details

For further information on this policy, please contact Council's Procurement Function on:

Email: procurement.requests@banyule.vic.gov.au

Phone: (03) 9490 4217

APPENDICES

All policy requirements contained within these Appendices Sections are only applicable to Banyule City Council.

Appendix 1 - Banyule City Council Procurement Methodology Thresholds

A. Requirement for Tenders, Proposals and Quotes

Council will invite tenders, proposals, quotes and expressions of interest from the supply market for goods, services and works in accordance with the thresholds listed below:

Procurement Threshold Incl of GST/	Procurement Methodology
<\$1,000	Minimum One verbal quotation. Where the category of expenditure has a "Medium" or "High" Social Business or Local Business opportunity rating then one (1) quote must be sought from a Social Business or Local Business, depending on availability of Local or Social Businesses.
\$1,001 - \$10,000	Minimum one written quotation Where the category of expenditure has a "Medium" or "High" Social Business or Local Business opportunity rating then one (1) quote must be sought from a Social Business or Local Business, depending on availability of Local or Social Businesses.
\$10,001 - \$30,000	Minimum two written quotes. Where the category of expenditure has a "Medium" or "High" Social Business or Local Business opportunity rating then one (1) quote must be sought from a Social Business or Local Business, depending on availability of Local or Social Businesses.
\$30,001 - \$100,000	At least three written quotes are to be invited from suppliers who are considered able to meet the requirements. Where only one quote is received from those invited, Value for Money must be demonstrated. When seeking and/or evaluating quotes, preference will be applied to Local Business. Where the category of expenditure has a "Medium" or "High" Social Business or Local Business opportunity rating then 1 quote must be sought from a Social Business or Local Business, depending on availability of Local or Social Businesses.
\$100,001 - \$300,000	Obtain a Contract Number. Undertake a formal select Request for Quote process by following the process within Council's e-Tendering portal. At least three written quotes are to be invited from suppliers who are considered able to meet the requirements. Where only one quote is received from those invited, Value for Money must be demonstrated. When seeking and or evaluating quotes, preference will be applied to Local Business.

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Procurement Threshold	Procurement Methodology
Incl of GST/	
	Where the category of expenditure has a "Medium" or "High" Social Business or Local Business opportunity rating then 1 quote must be sought from a Social Business or Local Business, depending on availability of Local or Social Businesses.
>\$300,000	A public tender process is required for the procurement of goods, services or works where once-off or ongoing cumulative spend over the life of the contract is expected to exceed \$300,000.

In addition to the quotation threshold requirements the following procurement rules apply:

- The quotation and tender threshold requirements must be applied to every purchase, except if the exemptions listed in section 2.3.3.
- Procurement transactions will not be split to circumvent these thresholds. Obtaining sufficient quotations can sometimes be difficult. If there are limited suppliers for the goods, services or works being sought, or where the work is highly specialised, a Director Exemption may be sought. The Director may waive the requirement to request the minimum number of quotations, if they reasonably consider that it is appropriate to do so. Waivers should be in writing and saved to Council's ERMS for future reference, if required.
- Ongoing expenditure with any one supplier for the supply of the same or similar the goods, services or works is subject to the quotation threshold requirements listed above.

For example: If a supplier is engaged to provide security services for public events on an event-by-event regular basis by one Business Unit, the total expenditure with this supplier over a 3-year rolling period must comply with the threshold requirements above. Even if cost of security services for each event is below the \$10,000 threshold but the total cost with this supplier for multiple events is above \$10,000, then the above quotation or tender thresholds apply.

Appendix 2 Banyule City Council – Sustainable Procurement Policy

A. Sustainable Procurement Commitment

Banyule City Council commits to applying the principles of sustainability to all its procurement activities by:

- Ensuring all Council Staff have a clear and shared understanding about what it means and how they can apply it to their daily tasks.
- Embedding sustainable procurement in the supply chain through educating and supporting suppliers to develop sustainable practices such as reducing emissions and increasing employment of local residents experiencing social and economic exclusion.
- Implementing a strategy to increase procurement with Social Enterprises, Aboriginal Enterprises and Australian Disability Enterprises (collectively known as Social Benefit Suppliers) and Local Businesses.

Council commits to applying principles of sustainability as defined in Section 3.2.3 of the policy to its procurement activities. The following economic, environmental and social objectives have been determined in line with these principles.

Economic

Council commits to procurement that supports local business and economic diversity in the Northern Region municipalities. Where practicable Banyule City Council will give preference to contracts for the purchase of goods, machinery or material manufactured or produced in Australia, and will actively seek quotes and tenders from Local Businesses in the Northern Region where such purchases may be justified on Value for Money grounds.

Council considers the economic benefits on spend on goods and service that are retained within the local economy and therefore considers economic sustainability in the form of;

- increased local employment
- increased activity and spend in the local economy with identifiable benefits to the community and for the Northern Region
- building relationships with local businesses and encouraging purchasing from local suppliers to help build their capacity
- fostering innovation and emerging sectors.

Environmental

In 2019 Council declared a climate emergency and in doing so has committed to safe and sustainable environments for future generation. Council has set two goals in relation to climate change:

- To be a carbon neutral organization without relying on offsets by 2028; and
- Have a carbon neutral community by 2040.

Through its [Corporate Emissions Reduction Plan](#) and [Community Climate Action Plan](#) Council has set out sustainable procurement objectives and outcomes to achieve the above goals.

Council recognises that recycling has become a major issue within Australia and will continue to explore opportunities to minimise waste and encourage sustainability practices to drive Council's goal to move towards zero waste as recognized through the [Towards Zero Waste Management Plan](#).

Council will provide instruction and guidance to all staff on how to embed the 5Rs - refuse, reduce, reuse, repurpose and recycle as core values in all future contracts, and ensure, where possible, that products purchased can be recycled at end of life.

Social

Through its [Social Enterprise Strategy 2020-2025](#), [Inclusive Local Jobs Strategy 2020-2025](#), [Innovate Reconciliation Action Plan](#) Council has set key objectives for social procurement and targets to increase spend with and engagement of Social Benefit Suppliers by:

- Building a stronger social enterprise in Banyule by building business capacity and capability, improving market access and increasing community awareness and engagement;
- Stimulating inclusive employment opportunities through partnering with local employers, agencies and other organisations to build inclusive employment opportunities; and
- Increasing access, inclusion and opportunities for Aboriginal and Torres Strait Islander suppliers.

B. Sustainable Procurement Key Performance Indicators (KPI)

Council has developed the following KPIs to measure the success of its initiatives to integrate sustainability in the procurement process. The Sustainable Procurement Program shall track and report annually on the KPIs to Council.

KPI	KPI - DESCRIPTION	MEASURE	TARGET
SPF1	Embed a whole-of-council procurement framework that leverages Council purchasing to support environmental, social, and economic outcomes.	Formal change management strategy and training program around changes to policy and guidelines delivered to internal Council Staff	2023/24: 75% 2024/25: 100%
SPF2	Educate suppliers about sustainable procurement.	Number of annual events and tender briefings to educate suppliers about sustainable procurement in Banyule.	2023/24: 2 events 2024/25: 3 events 2024/25+: 3 events
SPF3	Embed best practice environmentally sustainable design specifications into capital works and maintenance programs.	Proportion (%) of top 10 Building projects Building Projects that integrate Sustainable Buildings Guidelines into tender specifications.	2022/23: 50% 2023/24: 80% 2024/25+: 100%
SPF4	Integrate sustainability criteria, weightings, and carbon emission questions into procurement processes for categories identified with medium/high environmentally sustainable outcomes.	Proportion (%) of total tenders (for identified categories) with tailored sustainability criteria, weightings, and carbon emissions.	2022/23 : 50% 2023/24 : 75% 2024/25+ : 100%
SPF5	Implement Carbon Emission Reduction Opportunities in line with Sourcing Plan ("Quick wins and medium-benefit opportunities")	Number of identified carbon emission reduction opportunities identified from annual sourcing plan delivered per financial year	2022/23 : 50% 2023/24 : 75% 2024/25+ : 100%
SPF6	Implement Waste Avoidance & Reduction Opportunities in line with Sourcing Plan ("Quick wins and medium-benefit opportunities")	Number of identified waste avoidance & reduction emission reduction opportunities identified from annual sourcing plan delivered per financial year*	2022/23 : 50% 2023/24 : 75% 2024/25+ : 100%
SPF7	Communicate & celebrate Sustainable Procurement Successes	Number of Sustainable Procurement Case Studies published per financial year.	2023/24: 4p.a. 2024/25: 4p.a. 2025/26: 4p.a.
SPF8	Create new local jobs for local people experiencing barriers to employment	Number of local jobs created annually	120 by 2025

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KPI	KPI - DESCRIPTION	MEASURE	TARGET
SPF9	Allocate labour hours for capital works projects over \$2m to local people experiencing barriers to employment.	Proportion (%) of total number of labour hours for projects.	2023/24: 2% 2024/25: 3% 2025/26: 4%
SPF10	Increase Proportion (%) of direct Social Benefit Supplier expenditure.	Proportion (%) of annual total expenditure.	2022/23 : 0.5% 2023/24 : 1% 2024/25 : 1% 2025/26 : 2% 2026/27 : 3%
SPF11	Increase number of active Social Benefit Suppliers	Number of Social Benefit Suppliers	2022/23 : 25 2023/24 : 25 2024/25+: 50
SPF12	Increase expenditure with Local Business as a % of total spend	Proportion (%) of annual total expenditure.	2% annually
SPF13	Prevent modern slavery and trafficking from existing in Council's Supply Chain.	Prepare and submit an annual (voluntary) Commonwealth Modern Slavery statement	100% by 30 June 2024

Appendix 3 Performance KPIs

A. Procurement Performance Indicators

Banyule City Council will seek to improve its procurement performance by capturing and analysing data on key performance indicators including:

- Extent of contracts delivered on time and on budget;
- New Collaborative Procurement contracts;
- New preferred supplier (panel) contracts;
- The number of Local Businesses engaged and proportion of local expenditure;
- Value of savings and benefits achieved;
- Level of compliance with the Procurement Policy; and
- Annual expenditure on sustainable goods and services.

Appendix 4 Council Plans, Strategies and Policies

A. Procurement Performance Indicators

This section lists the additional Council plans, policies and strategies that have clear linkages to this Procurement Policy.

- [Child Safe Policy](#)
- [Corporate Emissions Reduction Plan](#)
- [Inclusive Local Jobs Action Plan 2020-2025](#)
- [Inclusive Local Jobs Strategy 2020-2025](#)
- [Innovate Reconciliation Action Plan](#)
- [Social Enterprise Strategy 2020-2025](#)
- [Towards Zero Waste Management Plan](#)
- Social Media Policy (link to be included)

B. Shortlisting and Negotiations

In addition to section 2.3.4.4 Banyule City Council will invite shortlisted tenderers to submit a Best and Final Offer (BAFO) in relation to all or certain aspects of their respective tenders.

A Best and Final Offer (BAFO) is a process that seeks to obtain the best result from shortlisted suppliers in relation to the procurement requirements. The BAFO process includes more than just a price quote. It may also comprise negotiations on delivery terms, sustainable propositions, risk management and other important details about the product or service being offered.

Whatever negotiation strategy is undertaken it must be consistent with the tender process and evaluation plan. The methodology and decisions made must be documented and be defensible, if challenged. The process must ensure fairness, consistency and impartiality to meet high standards of probity.

Once preferred tenderer/s is/are selected, negotiations will be conducted in order to obtain optimal solutions and commercial arrangements within the original scope and intent of the tender.

Probity requirements apply to all negotiations.

Appendix 5 Council Specific Exemptions

This section will include any additional exemptions not included in Section 2.3.3 from tendering applicable to Banyule City Council that are identified from time to time.

Attachment B

Contracts Approved under CEO delegation (500K - \$1Million)				
CONTRACT NO.	CONTRACT NAME	SUCCESSFUL SUPPLIER/S	ACTUAL CONTRACT VALUE inc	Contract Term
1195-2022	Roads to Recovery – Old Eltham Rd, Lower Plenty Stage 3	Metro Asphalt	\$642,722	Construction Contract Commencement date: 12 October 2022
1212-2022	Provision of Gravedigging & Caretaking Services	Warringal Landscaping	\$555,000	General Service Commencement date: 2 January 2023
1223-2022	Redevelopment of Bundoora Community Hall	Notion Partners	\$542,700	Capital Works Commencement date: 24 October 2022
1233-2022	Supply and Installation of HVAC Air Handling Unit at Watermarc Aquatic Centre	AG Coombs	\$518,520	Construction Contract Commencement date: 22 February 2023
1258-2023	Redevelopment of Ivanhoe Golf Club	Built Plus Pty Ltd	\$616,836	Construction Contract Commencement date: 2 June 2023
1280-2023	Ivanhoe Golf Club Carpark Upgrade and Resurfacing	Kaizen Civil	\$543,407	Construction Contract Commencement date:
1294-2023Q	Provision of Cyclic Tree Pruning - Precinct 1	TreeServe Pty Ltd	\$537,850	Construction Contract Commencement date: 5 June 2023

Banyule City Council - Annual Procurement Plan 2023/24			Sustainable Procurement Opportunity			
The 2023/24 Annual Procurement Plan incorporates all currently known and planned sourcing events at 19 July 2023 over \$100,000 (incl.GST)						
Contract Description	Directorate	RFT /RFQ Release	Environmental	Social Business	Economic Local Business	Economic Jobs Creation
Provision of Gravedigging & Caretaking Services	Core Corporate	Q1	Low	Medium	High	Medium
Insurance Brokerage Services	Corporate Services	Q1	N/A	Low	Medium	Low
HR Management System - E Recruit	Corporate Services	Q1	Low	High	High	High
Provision of WorkCover Claim's Agent	Corporate Services	Q3	N/A	Low	Medium	Low
Locksmiths & Keys	Assets & City Services	Q1	Low	Low	High	Low
Sediment & Stormwater Testing Services	Assets & City Services	Q1	High	High	Medium	High
Parks Furniture	Assets & City Services	Q2	High	High	Medium	High
East Ivanhoe Village precinct streetscape renewal – Construction	Assets & City Services	Q2	High	Medium	Medium	Medium
Environmental Operations – Wetland Strategic Asset Management Program	Assets & City Services	Q2	High	High	Medium	High
Heidelberg Theatre Storage Upgrade - Implementation	Assets & City Services	TBC	High	High	Medium	High
Macleod Park Change Rooms - Sports and Recreation Victoria (SRV)	Assets & City Services	TBC	High	High	Medium	High
Refurbish Public Toilets in Accordance with Toilet Strategy - parent	Assets & City Services	TBC	High	High	Medium	High
Refurbishment of Toilets at Viewbank Scout Hall and Installation of Storage Shed - Construction	Assets & City Services	TBC	High	High	Medium	High
Replacement of Mechanical Plant and Equipment, WaterMarc	Assets & City Services	TBC	Low	Low	Medium	Low
Street Lighting Program - Upgrade to LED	Assets & City Services	Q3	High	High	Medium	High
WaterMarc Pool Tile Replacement - Construction	Assets & City Services	TBC	Medium	Low	Medium	Low
Yallambie Park Change Rooms	Assets & City Services	TBC	High	High	Medium	High
Fleet Workshop Overhead Crane - Replacement	Assets & City Services	Q1	High	High	Medium	High
Operations Plant- Vehicles (Cars) and Trucks and Plant Purchases (Including Electrical Vehicle transition)	Assets & City Services	Q2	High	Low	Medium	Low
Bike Path Design - Banksia to Burke Rd Nth (North East Link Program)	Assets & City Services	TBC	High	High	Medium	High
Replacement of Mechanical Plant and Equipment in Major Buildings	Assets & City Services	Q3	High	High	Medium	High
Oval Reconstructions for Warringal Parklands Oval and Ford Park North Oval	Assets & City Services	TBC	High	High	Medium	High
Fleet Workshop - Supply 2 New Tractors	Assets & City Services	Q2	High	Low	Medium	Low
Climate Action Program - Solar Program for Council owned and Community occupied buildings	Assets & City Services	Q3	Medium	Medium	Medium	Medium
Depot Environmental Compliance Works Program	Assets & City Services	Q4	High	High	Medium	High

Contract Description	Directorate	RFT /RFQ Release	Environmental	Social Business	Economic Local Business	Economic Jobs Creation
Panel of contractors for Construction of Sportsfield Lighting Projects - Panel	Assets & City Services	Q4	High	High	Medium	High
Air Conditioning and Mechanical Services -	Assets & City Services	Q1	High	High	Medium	High
Provision of Stormwater Harvesting Maintenance Services	Assets & City Services	Q2	Medium	Low	Low	Low
Sportsfield Maintenance Services	Assets & City Services	Q1	Medium	High	High	High
Emergency & Exit Light Maintenance in Council Facilities	Assets & City Services	Q3	High	Medium	Medium	Medium
Contractors for Irrigation Renewal Program	Assets & City Services	Q2	Medium	Low	Medium	Low
Contractors for Building Works Panel	Assets & City Services	Q3	Medium	High	Medium	High
Contractors for Concrete Paving and Kerb and Channel Panel	Assets & City Services	Q3	High	Medium	Medium	Medium
Contractor for Asphalt Road Re-Surfacing Programme	Assets & City Services	Q3	High	High	Medium	High
Contractors for Minor Asphalt Works Panel	Assets & City Services	Q3	High	Medium	Medium	Medium
Kerbside Hard Waste Collection	Assets & City Services	Q4	Medium	Low	High	Low
Provision of Architectural Design Services Panel for Building Projects up to \$2 Million	Assets & City Services	Q1	High	Medium	Medium	Medium
MINOR CIVIL WORKS PANEL FOR PROJECTS UP TO \$200,000	Assets & City Services	Q1	High	High	Medium	High
Managed Tyre Service for Council Truck Fleet	Assets & City Services	Q3	Low	Low	Medium	Low
Collection and Processing/Recycling of Mattresses	Assets & City Services	Q3	Medium	Low	High	Low
Panel for Carpentry Services on Council Facilities and Assets	Assets & City Services	Q3	Medium	High	Medium	High
Electrical Services on Council Facilities and Assets	Assets & City Services	Q3	Medium	High	Medium	High
Panel for Painting Services on Council Facilities and Assets	Assets & City Services	Q3	Medium	High	Medium	High
Plumbing Services on Council Facilities and Assets	Assets & City Services	Q3	Medium	High	Medium	High
Macleod YMCA Redevelopment - Forecourt Works	Assets & City Services	Q2	High	High	Medium	High
Beverley Road Oval Reconstruction	Assets & City Services	Q1	Medium	Low	High	Low
Provision of Linemarking Services	Assets & City Services	Q4	Medium	Low	High	Low
Irrigation renewal Program - Glenauburn Baseball Ground & Irrigation system	Assets & City Services	Q2	Medium	Low	Medium	Low
Purchase of Radio Frequency Identification (RFID)	Assets & City Services	Q2	Low	Low	Low	Low
Installation of Radio Frequency Identification (RFID) in kerbside	Assets & City Services	Q2	Low	Low	Low	Low
Panel for Civil Design Consultants	Assets & City Services	Q3	Medium	Medium	Medium	Medium
Property Planning & Development Consultants	City Development	Q4	High	Low	Medium	Low
Panel of Landscaping Contractors - Construction only	City Development	Q2	Medium	Low	Medium	Low
Ivanhoe Aquatic & Leisure Centre - Stage 2 - Design	City Development	Q2	High	Medium	Medium	N/A
East West Powerline Easement Bike Path - Bundoora to Watsonia - Design	City Development	Q2	High	Medium	Medium	Medium

Contract Description	Directorate	RFT /RFQ Release	Environmental	Social Business	Economic Local Business	Economic Jobs Creation
Watsonia Town Square - Civil Works - North East Link Program	City Development	Q3	High	High	Medium	High
Playground Renewal/Upgrade Program (Montmorency)	City Development	Q2	High	High	Medium	High
Playground Renewal/Upgrade Program (Malcolm Blair)	City Development	Q2	High	High	Medium	High
Playground Renewal/Upgrade Program (Glendale Reserve Playground)	City Development	Q2	High	High	Medium	High
Supply, Installation & Maintenance of Parking Ticket Machines	City Development	Q1	Medium	Low	High	Low
Provision of Pound Services for Dogs & Livestock	City Development	Q4	Low	Medium	Medium	N/A
Park Upgrade for Petrie Park & E J Andrews Reserve	City Development	Q1	High	High	Medium	High
Playground Renewal/Upgrade Program (Partingtons)	City Development	Q1	High	High	Medium	High
Cash Collection & Ancillary Services	City Development	Q1	Medium	Low	High	Low
Provision of Pound Services for Cats	City Development	tbc	Low	Medium	Medium	N/A
Provision of Town Planning Consultancy Services	City Development	Q3	High	Low	Medium	Low
Management & Operations of WaterMarc	Community Wellbeing	Q1	High	High	Medium	High
Supply, Installation and Maintenance of Health and Fitness Equipment at	Community Wellbeing	Q1	Low	Medium	Medium	Medium
Provision of Hygiene & Pest Control Services	Community Wellbeing	Q4	Medium	High	High	High
Provision of Food and Grocery Service to Council	Community Wellbeing	Q1	Medium	High	Medium	High
Swimming Pool Plant Preventative & Reactive Maintenance	Community Wellbeing	Q3	Medium	Low	Medium	Low
Centre Ivanhoe- Venue Management, Catering & Hospitality Services	Community Wellbeing	Q1	High	High	Medium	High
Provision of Catering Services	Community Wellbeing	Q1	High	High	High	High
Online Kindergarten Registration Services	Community Wellbeing	Q1	Low	Low	Medium	Low
Leisure Centres Equipment, Fixtures and fittings renewal	Community Wellbeing	TBC	High	High	Medium	High

Third Party Arrangements & Collaborative Tenders (potential)						
Contract Description	Directorate	RFT /RFQ Release	Environmental	Social Business	Economic (LB)	Economic (JC)
Provision of Tree Pruning & Associated Services	Assets & City Services	Q1	Low	Medium	Medium	High
MAV - Bulk fuel	Assets & City Services	TBC	Medium	Low	Medium	Low
MAV - Greases and oils and lubricants						
MAV - MAV-NPN-1.17C - Fleet & Consumables	Assets & City Services	Q3	Medium	Medium	Medium	Medium
MAV - Heavy Plant Machinery & Equipment	Assets & City Services	Q3	High	Low	Medium	Low
Maintenance Agreement for Schindler Lifts, 1, 2, 3 & 4 at 1 Flintoff Street, Greensborough	Assets & City Services	Q1	Medium	High	Medium	High
Supply of Trucks - MAV Procurement Contract	Assets & City Services	TBC	Medium	Medium	Medium	Medium
Supply of Mobile Garbage Bins	Assets & City Services	Q1	Medium	Medium	High	Medium
Supply of Motor Vehicles - Passenger and Light Commercial	Assets & City Services	Q2	High	Medium	Medium	Medium
MAV - Energy Efficient Street Lighting Installation Project Management Services	City Development	Q3	High	High	Medium	High
MAV - Managed Security and Internet Services	Corporate Services	Q3	Low	Low	Medium	Low
MAV - MAV Insurance Scheme for Public Liability and	Corporate Services	Q4	N/A	N/A	N/A	N/A
MAV Panel - Recruitment Neutral Vendor Managed Services	Corporate Services	Q2	Low	High	High	High
MAV - Corporate Clothing Workwear & PPE	Corporate Services	TBC	High	High	Medium	High
Whittlesea Collaborative- Provision of Hardware & Installation Services	Corporate Services	Q1	High	Medium	Medium	Medium
Procurement Australia - Printing and Related Services	Corporate Services	Q2	Low	High	High	High
Procurement Australia - Courier Services - Set Runs & Ad Hoc Runs	Corporate Services	Q2	Low	High	High	High
Procurement Australia - Courier Services - Set Runs & Ad Hoc Runs	Corporate Services	Q2	Low	High	High	High
Provision of Utilities Management Embedded	Corporate Services	Q1	N/A	N/A	N/A	N/A
Provision of Legal Services & Advice	Corporate Services	Q1	Low	High	Medium	High
Provision of Data, Voice, Mobile Internet and Unified Communication Services	Corporate Services	TBC	Medium	Medium	High	Medium
Leisure Centres Equipment, Fixtures and fittings renewal	Community Wellbeing	TBC	High	High	Medium	High

Potential RFQ Activities under (\$100,000)						
Contract Description	Directorate	RFT /RFQ Release	Environmental	Social Business	Economic (LB)	Economic (JC)
Supply of Garden Supplies - Sand, Soil, Mulch & Compost	Assets & City Services	Q2	High	Low	Medium	Low
Pest Control Management - Ops Depot & Records Store	Assets & City Services	Q2	Medium	High	Medium	High
Passenger Lift Agreement - Greensborough Secondary College	Assets & City Services	Q1	Medium	High	High	High
Supply of Pre Mix Concrete	Assets & City Services	Q1	Low	Low	Medium	Low
Handyperson Services - Defined Facilities Maintenance & Asset Services ("Handyman" Services)	Assets & City Services	TBC	High	Medium	Medium	Medium
Procurement Australia - Handyperson Services - Defined Facilities Maintenance & Asset Services ("Handyman" Services)	Assets & City Services	TBC	N/A	Medium	Medium	Medium
Procurement Australia - Handyperson Services - Defined Facilities Maintenance & Asset Services ("Handyman" Services)	Assets & City Services	Q3	High	High	Medium	High
Small Plant Machinery & Related Products	Assets & City Services	Q3	High	High	Medium	High
Fleet Services & Consumables	Assets & City Services	TBC	Medium	Low	Medium	Low
Provision of GPS and Camera Technology for Banyules Fleet	Assets & City Services	Q3	Low	Low	Medium	Low
Hire of Equipment	Assets & City Services	Q4	Low	Low	Medium	Low
Poolcar Booking & Monitoring System - including Hardware & Software	Assets & City Services	Q3	Low	Low	Low	Low
Provision of Pay by Phone Parking Services	City Development	Q3	Medium	Low	High	Low
Provision of Towing and Impound Service	City Development	TBC	High	Low	Medium	Low
MAV - Provision of Digital Mail Services	City Development	Q4	Medium	High	High	High
Supply & Installation of Bus Shelters + Advertising	City Development	Q1	Low	High	Medium	High
Provision of Fire Hazard & Unsightly Property Services	City Development	TBC	Medium	Medium	Medium	Medium
Local Agreement for the provision of legal services	City Development	TBC	Low	Medium	Medium	Medium
Cardio Equipment for WaterMarc	Community Wellbeing	TBC	Low	Medium	Medium	Medium
Festival & Events Equipment Supply	Community Wellbeing	Q1	High	Low	Medium	Low
Preventative & Reactive Maintenance for Entrance IAC	Community Wellbeing	Q1	Medium	High	Medium	High
Exclusive Beverage Supply Agreement for NETS, Ivanhoe & Olympic Aquatic Centres	Community Wellbeing	TBC	Medium	High	Medium	High
Supply of Hand Rails for Banyule Community Care Unit	Community Wellbeing	Q1	N/A	Medium	Medium	High
Waste Collection Service Agreement for 1 Flintoff Street, Greensborough	Community Wellbeing	Q1	Medium	High	High	High
Provision of Fruit & Milk Delivery Services to Banyule City Council Locations	Community Wellbeing	Q4	N/A	High	Medium	High
Procurement Australia Panel - Defined Facilities Management Services - Pool Chemicals	Community Wellbeing	Q1	N/A	Low	Medium	Low



***Banyule
Audit &
Risk
Committee***

**Unconfirmed
Minutes**

23 June 2023

commencing at 10:30am

***I FLINTOFF STREET,
GREENSBOROUGH***

Banyule Audit & Risk Committee Minutes

Present

Committee

Prof Stuart Kells – Chairperson*

Dr Irene Irvine – Independent Representative (Remote)

Mr Gregory Rimmer-Hollyman – Independent Representative (Remote)

Cr Peter Dimarelos – Committee Delegate

*The Committee advised Prof Kells would Chair today's meeting and resolved this recommendation once the meeting was opened.

Guest Councillors

Cr Peter Castaldo - Mayor

Officers

Allison Beckwith – Chief Executive Officer

Darren Bennett – Director Assets & City Services

Kath Brackett – Director Community Wellbeing

Tania O'Reilly – Manager Finance & Procurement

Jonathan Risby – Manager Transport & Environment

Lara McNally – Senior Business Partner

Katherine Rainham – Risk & Assurance Coordinator

Paul Wilson – Risk & Assurance Advisor

Internal Auditors

Graham Noriskin – Pitcher Partners (Remote)

Richard Wilson – Pitcher Partners

External Auditors

Nil

Apologies

Cr Rick Garotti – Substitute Committee Delegate

Cr Elizabeth Nealy – Committee Delegate

Marc Giglio - Director Corporate Services

Natasha Swan – Director City Development

Toni Toaldo – Manager People & Culture

Confirmation of Minutes

That the minutes arising from Banyule Audit & Risk Committee held 24 March 2023 be confirmed

Moved: Dr Irene Irvine

Seconded: Mr Greg Rimmer-Hollyman

CARRIED

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****Acknowledgement of the Traditional Custodians**

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as traditional custodians of the land and we pay respect to all Aboriginal and Torres Strait Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

Diversity Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages, and genders. We are committed to access, equity, participation, and rights for everyone: principles which empower, foster harmony, and increase the wellbeing of an inclusive community."

- The Meeting opened at 10:50am. The Chairperson read an acknowledgement of the traditional custodians, the Wurundjeri Woi-wurrung people and Council's statement on its commitment to diversity and its principles.

Disclosure of Interests

- Prof Kells reminded the Committee of his standing disclosure for various state government and university matters

Items from the In-Camera session

- Attendees were informed the Committee had moved for Professor Kells to be Chairperson for today's meeting as Dr Irvine was attending the meeting remotely. The Committee requested for this resolution to be noted in the minutes.

The Committee resolved during the 'In-Camera' session for Professor Stuart Kells to Chair today's meeting being held on 23 June 2023

Moved: Dr Irene Irvine

Seconded: Mr Greg Rimmer-Hollyman

CARRIED

General Discussion

- The Committee noted the apologies and welcomed new attendees.
- The Committee congratulated Council on the quality and level of reporting in the agenda and acknowledged the amount of work that has been undertaken by Council officers. Due to the level of information in the reports, there are no items currently listed for noting that required discussion or further elaboration.
- The Committee accepted to discuss reports 1.01 to 1.08 and moved to accept items 1.09 to 1.20 in block.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****Reports****1. COMMITTEE REPORTS FOR DISCUSSION****1.1 PITCHER PARTNERS - INTERNAL AUDIT STATUS REPORT - JUNE 2023****SUMMARY**

1. This report provides the Audit and Risk Committee (ARC) with the status of internal audit activity as of June 2023.
2. The following reports are tabled at this meeting:
 - a) Child Safe Standards
 - b) Payroll (Draft) audit plan
 - c) 2023/24 Annual Internal Audit Plan.
3. Every quarter, Pitcher Partners reviews recent reports and publications by government agencies and other sources that may impact on public sector agencies and local government.
4. A summary report titled 'Recent Issues Brief' is provided as a separate attachment.

COMMENTARY

- The internal auditor advised the Committee of the internal audit status report was to provide the Committee with an update of reviews undertaken in the past quarter.
- The status report also contains the recent issues brief which provides a summary of areas of concern which may impact the local government sector. Fraud, IT, and procurement remain the key concerns.
- The Committee asked if it had concerns and significantly any issues with cooperation by Council whilst undertaking these reviews.
- The internal auditor said there had been no issues with cooperation and Council has been forthcoming with all information requested. the internal audit plan remains on track to be good by 30 September 2023.
- The CEO acknowledged the seamless transition from the previous auditor to Pitcher Partners and noted the sharpness and high quality of the reports received which are on point and shows an understanding of the review topic.

Resolution

That the Committee note and receive the Internal Audit Status Report as of 1 June 2023.

Moved: Prof Stuart Kells

Seconded: Cr Peter Dimarelos

CARRIED

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****1.2 PITCHER PARTNERS - INTERNAL AUDIT - CHILD SAFE STANDARDS****SUMMARY**

1. In February 2023 Pitcher Partners met with the Executive Management Team (EMT) to discuss the Strategic Internal Audit Plan (SIAP) for the period from 1 March 2023 to 30 September 2023.
2. This plan was tabled and endorsed by the Audit & Risk Committee during the Committee meeting held on Friday 24 March 2023.
3. In accordance with the SIAP, an internal audit review was undertaken of Child Safe Standards (2021).
4. The Child Safe Standards review assessed policies, procedures and internal controls implemented to manage adherence to the 11 Child Safe Standards (2021), including an assessment of:
 - a) Policies and procedures
 - b) Code of Conduct
 - c) Employment screening practices
 - d) Responding to and reporting of non-compliance; and
 - e) Processes to ensure compliance with internal policies and relevant regulations, including the National Quality Framework.
5. From a maturity perspective, Pitcher Partners have rated the process as 'developing' with several of the key elements in place.
6. Based on Councils risk framework, the residual risk associated with the process has been assessed as 'High'.
7. Key opportunities for improvement have been included in the report.

COMMENTARY

- Pitcher Partners advised that the child safe standards internal audit review findings is rated high risk and developing maturity. The main reason for the high-risk rating is because child safety matters are considered high consequence.
- The review found that policies and processes exist within the organisation however the report makes several recommendations for improvement - including areas around the Working With Children Checks (WWCC), training and reporting.
- The internal auditor found that People & Culture had taken the lead on child safety which is a clear direction and need to continue to liaise with other teams which are constantly engaged with children such as leisure (especially third parties), to provide evidence.
- The Committee advised that it had concerns on areas of non-compliance and stated the regulator would raise these same concerns. Council needs to act on the recommendations in a timely way.
- The Committee asked if Council was surprised by the findings and if Council had the correct ratings on its risk register.
- The CEO responded that Council was surprised. The People & Culture team are working to close out the significant gaps immediately.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023**

- The Risk & Assurance Coordinator advised that the current risk register rating is accurate. Council has this rating as medium until all controls relating to PR6, PR9 (Childcare) and PR10 (Leisure) are addressed.
- The Committee raised the question of hindsight and asked whether Council should have commenced on the required changes to the Child Safety Standards earlier and asked what else could have been done to have a better outcome?
- The CEO advised that the learnings from this would include when future legislation or regulated requirements comes through, Council needs to see if it is resourcing properly to ensure the outcomes are expedited.
- The Committee asked if any staff or volunteers work with people with disabilities. As well as the WWCC there is also Disability Worker Registration requirements – has Council checked that it is compliant with this? When finalising the volunteer framework, we need to check what other requirements need to be listed.
- The Committee also advised that an update on the staff training non-compliance rates should come back to the September meeting.

Resolution

That the Committee note:

1. Management comments for each recommendation in the Child Safe Standards report.
2. Required actions and timelines for each recommendation in the Child Safe Standards report.

Moved: Cr Peter Dimarelos

Seconded: Dr Irene Irvine

CARRIED

1.3 PITCHER PARTNERS - AUDIT PLAN - PAYROLL**SUMMARY**

1. In February 2023, Pitcher Partners met with the Executive Management Team (EMT) to discuss the Strategic Internal Audit Plan (SIAP) for the period from 1 March 2023 to 30 September 2023.
2. This plan was tabled and endorsed by the Audit & Risk Committee during the Committee meeting held on Friday 24 March 2023.
3. In accordance with the SIAP, an internal audit review will be undertaken to assess the design and effectiveness of the key controls established to manage the Banyule City Council (Banyule) payroll process.
4. Where possible, the review will identify opportunities to improve the structure and operation of current procedures and controls.
5. The Audit & Risk Committee are asked to review the scope and provide feedback.
6. The internal audit review is expected to commence 24 July 2023 and conclude September 2023. The final report will be tabled at the December 2023 Committee meeting.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****COMMENTARY**

- Pitcher partners spoke to the report and advised that it had met with Banyule to draft the payroll audit which is expected to commence in July 2003 and asked the Committee for feedback.
- The Committee asked whether a review on Councils exiting process will be done as part of the audit and to include at which stage Council is notified. This is an area where major corporate organisations are failing in their integrity.
- The internal auditor advised that the exiting process would be included, and this shall be made clearer in the scope

Resolution

That the Committee review the (draft) payroll internal audit scope and provide feedback.

Moved: Dr Irene Irvine

Seconded: Mr Greg Rimmer-Hollyman

CARRIED

1.4 PITCHER PARTNERS - INTERNAL AUDIT PLAN - 1 OCTOBER 2023 TO 30 SEPTEMBER 2024**SUMMARY**

1. Internal auditing provides a mechanism for Council to enhance the transparency of its decision-making, strengthen its internal controls, and continue to develop a culture of strong internal controls and risk awareness.
2. In December 2022, Councils internal auditor Pitcher Partners conducted a Business Function Risk Assurance Map (BFRAM) exercise by meeting with key stakeholders including members of the Executive Management Team (EMT) and Senior Management Team (SMT) who are responsible for managing relevant assurance activities.
3. Following this mapping exercise, the Internal Auditors presented to the 24 March 2023 Committee meeting the Strategic Internal Audit Plan (SIAP) 2023 to 2026.
4. The Internal Audit Plan (1 October 2023 to 30 September 2023) includes the following reviews:
 - a) Tree Management
 - b) Leisure Centre Operations
 - c) Cyber security
 - d) Customer Experience Transformation
 - e) Follow Up Verification of Completed Action Plans.
5. Council's Internal Audit Strategy is overseen by Council's Audit and Risk Committee.
6. The Audit and Risk Committee are asked to review SIAP and provide feedback.

COMMENTARY

- Pitcher Partners advised the Committee that following on from the assurance mapping undertaken and reported back to the Committee in March 2023 the proposed 12-month internal audit plan is presented to formalise the process prior to commencement in October 2023.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023**

- The Committee recommended a review on Councils fleet management and volunteer management be brought forward.
- The Committee and management have suggested the timing of the reviews should be as follows:
 - a) Cyber Security (October 2023)
 - b) Leisure Centre Operations (November 2023)
 - c) Tree Management (March 2024)
 - d) Volunteer management (May 2024)
 - e) Customer Experience Transformation (2024/2025)
 - f) Fleet Management (2024/2025)

Resolution

That the Committee:

1. review the 12-month Strategic Internal Audit Plan and provide feedback
2. note each internal audit will be individually scoped with management prior to sending to the Committee for approval.

Moved: Prof Stuart Kells

Seconded: Mr Greg Rimmer-Hollyman

CARRIED

**1.5 STATUS REPORT - INTERNAL AUDIT AND SELF ASSESSMENT
RECOMMENDATIONS AS OF 1 JUNE 2023****SUMMARY**

1. The purpose of this report is to provide the status and summary of outstanding issues arising from the following reviews which have been previously reported to the Audit & Risk Committee (ARC) through the following mechanisms:
 - 2022 – 2023 Internal Audit Recommendations
 - Integrity Agency Self-Assessments (IBAC, VAGO)
 - Inspectorate Reports (LGI, Ombudsman).
2. This Status Report lists the management actions that are currently in progress, outstanding and completed from each review and provides a control mechanism to ensure that issues raised are addressed.
3. As of 1 June 2023, there are 33 open recommendations listed in both Status Reports, 5 recommendations are due to be completed prior to 1 June 2023.

COMMENTARY

- The Risk & Assurance Advisor informed the Committee that following oversight from the executive, there had been 21 recommendations closed out in the past quarter. Twenty of these recommendations were closed ahead of original due dates.
- As of 1 June 2023, there are 12 open recommendations from the previous internal audit program - none of these are outstanding and all are on target to be completed by the original due dates as accepted by the incumbent auditor and the Committee.
- The Committee congratulated management on closing these actions out in a prompt and timely manner. There is just as much importance on what Council is doing to action these recommendations.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****Resolution**

That the Committee:

1. Note the following completed actions:

Cyber Security	Internal Audit
Human Resources	Internal Audit
OHS Management & Greencap Review	Internal Audit
Fraud & Corruption	Internal Audit
Business Continuity & Disaster Recovery	Internal Audit
Ratepayers in Financial hardship	VAGO Self-Assessment

2. Note the update to current due recommendations

Moved: Mr Greg Rimmer-Hollyman

Seconded: Cr Peter Dimarelos

CARRIED

1.6 INSURANCE STRATEGY 2023-26**SUMMARY**

1. Banyule City Council ("Council") is committed to taking an integrated and coordinated approach to considering and responding to all risks that affect the achievement of Council's strategic and operational objectives.
2. Council has in place both a Risk Management Policy and a Risk Management Framework, which demonstrates our approach to the identification, analysis, management, scrutiny, and reporting of risk to support the delivery of our strategic objectives.
3. As with all Local Government agencies, Council carries a range of risks across our significant assets and operations. Councils need to identify, mitigate and, where appropriate, transfer any risks associated with their assets and operations. Council's purchase of a wide range of insurance policies is a form of risk transfer against a range of unforeseen losses arising from property damage, liability, cyber security, employee injuries, or other potential losses.
4. Council's insurance policies not only protect individual Council members and staff, but also the community and the breadth of vital services they rely on. As such, while the cost to Council of purchasing insurance represents only a very small part of their expenses, it is a product that bears far greater significance.
5. Over recent years, Council's risk maturity has developed significantly and there is an opportunity to explore Council's risk tolerance, alongside other risk treatment options where Council can effectively manage a risk internally and/or Council are no longer obtaining a strong value for money through insurance coverage.
6. Risk & Assurance have developed an insurance strategy that sets out the purpose, principles, strategic objectives, and key outcomes for Banyule City Council's (Council) insurance strategy for the triennial period.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****COMMENTARY**

- The Risk & Assurance Coordinator informed the Committee of the need to have an insurance strategy. The strategy ensures Council has depth in the policy whilst providing value for money. It also provides proof that the Policies are working.
- The Committee questioned if Banyule has any joint or shared infrastructure with other Councils or government entities and if so, how does it work?
- The Risk & Assurance Coordinator responded there are joint use agreements and leases in place. If it is a building, Council generally covers the asset and seek full or partial reimbursement from tenant/leaser.
- The Committee recommended to include information 'Joint Responsibilities' in the strategy to show that it has been considered.
- The Committee stated the strategy is good paper and very strategic and asked if it had been benchmarked with other Councils.
- The Risk & Assurance Coordinator confirmed the benchmarking process and added that around 30% of other Councils have adopted an insurance strategy. Banyule's is considered more detailed as most others only have either a one- or two-page strategy in place.
- Council also engaged an external independent consultant to review the strategy. The review also tested the link between insurance and Councils Enterprise Risks and checked areas such as Cyber Security against other Councils and similar sized business entities.
- The Consultant reviewed current policies and suggested areas for improvement and highlighted areas that have been done well
- The Committee commended the work undertaken by Banyule and reminded Council to document these extra steps for assurance purposes from any external review.
- The CEO and Committee acknowledged this was Councils first insurance strategy and commended the level of work undertaken by the Risk & Assurance Coordinator to produce a high-level document.

Resolution

That the Committee endorses the proposed Insurance Strategy for the 2023-26 period.

Moved: Prof Stuart Kells

Seconded: Mr Greg Rimmer-Hollyman

CARRIED

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****1.7 SAFETY AND WELLBEING REPORT MAY 2023****SUMMARY**

1. Council has implemented interim measures to manage provisional legislative requirements from the impending Psychological Safety Regulations, including developing a procedure for managing psychological safety and promoting the importance of psychological safety in the workplace.
2. A gap analysis has been conducted on Council owned properties in the municipality, and where required evacuation maps are being implemented across all Banyule sites. Evacuation exercises will be scheduled to ensure preparedness.
3. Following an incident and different responses between Council and a non-Council library, a WorkSafe Inspector confirmed Council's satisfactory management of the incident. Improved response protocols are being implemented for consistent incident management.
4. Proactive measures, including the implementation of an escalation process and training programs, have led to a reduction in reported verbal abuse incidents. Creating a safer work environment and addressing mental health events are essential.
5. Safety and Wellbeing team have and continue to review safe operating procedures and identify manual handling risks. Urgent rectifications have been made where required, and training is being improved in high-risk areas.
6. The following report details information from across Council for the period 1 March 2022 to 25 May 2023*.

COMMENTARY

- The Committee thanked Council on the quality of reporting which shows a lot of detail in the trends and data.
- The Committee noted that the trends are continuing to rise and acknowledged both the aging workforce and difficult areas Councils manages. The Committee wants to know how Banyule compares to other Councils
- The Risk & Assurance Coordinator advised the Committee that benchmarking had been undertaken, particularly for areas such as Community Wellbeing and Assets and City Services and incidents are consistent with Banyule.
- The level of incidents may be the same as they had been however the level of 'reporting of incidents' is increasing and continually encouraged as this allows Council to undertake investigations to see if controls in place are adequate.
- The Committee responded that if reporting has increased and Council has put in place better controls then the trend has to level out and start dropping. These incidents have been increasing for the past 12 months.
- The Committee added the main focus is the lost time through injury. This area needs to be monitored more. The Committee would like to see these reduced.
- The Risk & Assurance Coordinator explained that the recent controls that have been put in place relating to PR5 will take around 12-24 months to show a gradual decline.
- The Committee stated that if the correct controls are in place, then incidents should be decreasing. How is Council responding to incidents that are being reported?

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023**

- The Risk & Assurance Coordinator advised that recently the controls in place on contractor management failed and the risk rating was adjusted from 'effective' to 'not effective' and being continually reviewed to add in more controls. The control environment continues to change.
- The Committee stated that if we have controls in place that are not effective, culturally we need to stop services which are identified as no longer safe such as sites or services.
- The CEO informed the Committee that on several occasions Council has closed the waste transfer station due to staff shortages after it was identified that there would be a heightened risk of safety to staff and patrons
- The Committee recommended a pulse base line of pre-COVID averages for incidents be added into the 3-year trends as we had a reduction in incidents during this time as this may be why we are showing higher levels now.

Resolution

That the Committee:

1. Note the proactive work conducted over the reporting period.
2. Note the revised safety metrics and trend data.

Moved: Cr Peter Dimarelos

Seconded: Mr Greg Rimmer-Hollyman

CARRIED

1.8 WORKCOVER SCHEME REPORT**SUMMARY**

1. The workers' compensation scheme in Victoria is governed by the *Workplace Injury Rehabilitation and Compensation Act 2013* (WIRC Act) and administered by WorkSafe Victoria. It provides compensation and support to workers with work-related injuries or illnesses.
2. The calculation of employer premiums in the workers' compensation scheme involves factors such as industry classification, rateable remuneration, industry claims costs, claims experience, and industry risk rating. The premium rate is applied to the rateable remuneration to determine the employer's premium.
3. Banyule City Council experienced a significant increase in standard WorkCover claims in 2020 compared to previous years. Several serious injuries led to high-cost and capped WorkCover claims that continue to affect the Council's premium until 30 June 2023.
4. Efforts to improve injury management and return to work processes have shown positive results, with a decrease in weekly expenditure and a focus on promoting safe and timely return to work for injured staff. The Council has established relationships with medical clinics and partnered with Australian Sports Physiotherapy to facilitate prompt treatment and safe return to work.
5. Changes announced by the Victoria Premier will result in an increase in the premium percentage from 1.2% to 1.8% of remuneration. From 1 July 2023, claims costs for 2020 will no longer be included in the premium calculation. The Council anticipates a reduction in premium for the 2024/25 period, and proposed legislative changes related to mental injury claims are not expected to impact future claims.
6. The Injury Management/Return to Work Advisor and WorkCover Administrator will continue to provide support and education on return to work.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****COMMENTARY**

- The Risk & Assurance Coordinator advised the Committee that the Workcover report highlights the amount of work undertaken by the Return to Work (RTW) officers with regards to workplace injuries and variances in premiums since 2020.
- The RTW officers have established relationships with medical clinics and partnered with Physiotherapists to facilitate treatment and safe return to work.
- The Committee said it was a good report, well presented and transparent and asked if Council has any concerns with staff returning to work.
- The CEO said Council has no concerns. The RTW team working closely with Council officers in ensuring the best outcomes for both the worker and Council. There is more reporting on where the issues are.

Resolution

That the Committee notes the impending changes to the scheme and the continued work being completed to reduce the impact to our premium.

Moved: Cr Peter Dimarelos
Seconded: Prof Stuart Kells

CARRIED

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****THE COMMITTEE RESOLVED TO MOVE THE FOLLOWING REPORTS IN BLOCK****Resolution**

That the Committee resolve to move reports 1.09 to 1.20 in block.

Moved: Mr Greg Rimmer-Hollyman

Seconded: Cr Peter Dimarelos

CARRIED

**1.9 PROPERTY, INFRASTRUCTURE, PLANT & EQUIPMENT - APPROACH
2022/2023****SUMMARY**

1. The Victorian Auditor-General's Office (VAGO) released their report '**Results of 2021-22 Audits: Local Government**' in February 2023, leading to self-assessments and subsequent recommendations for Council finance teams.
2. This report is a response to these recommendations, outlining the Council's accounting policy, approach for assessing the fair value of assets, and likely outcomes for the next reporting cycle.
3. The accounting policy is reviewed and compliant with relevant legislation, regulations, and standards.
4. The valuation of assets is periodically conducted, with a desktop indexation assessment due before 30 June 2023.
5. The overall impact of 1.13% increase in carrying value is anticipated to the Property, Infrastructure, Plant & Equipment. This is not considered as a material adjustment to the Balance Sheet for this category.
6. Further discussion with the external auditors and other Council's is proposed to assist Council to determine if there is the requirement to adjust individual asset classes for indexation that is currently between 5 - 10%.
7. The forecasted capital expenditure and depreciation/amortisation as of May 31, 2023, is expected to be \$14.766 million, which will be included in the 2022/23 Annual Financial Statements.

COMMITTEE RECOMMENDATION

That the Committee:

1. Note this report and the updated Accounting for Fixed Assets and Intangible Assets Policy.
2. Note the Valuation review undertaken to date for Property, Infrastructure, Plant & Equipment for the reporting period ending 30 June 2023.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****1.10 INSURANCE PROGRAMME REVIEW****SUMMARY**

1. Banyule City Council ("Council") is committed to taking an integrated and coordinated approach to considering and responding to all risks that affect the achievement of Council's strategic and operational objectives.
2. Over recent years, Council's risk maturity has developed significantly and there is an opportunity to explore Council's risk tolerance, alongside other risk treatment options where Council can effectively manage a risk internally and/or Council are no longer obtaining a strong value for money through insurance coverage.
3. As with all Local Government agencies, Council carries a range of risks across our assets and operations. We therefore need to identify, mitigate and, where appropriate, transfer any risks associated with our assets and operations. Council's purchase of a wide range of insurance policies is a form of risk transfer against a range of unforeseen losses arising from property damage, liability, cyber security, employee injuries, or other potential losses.
4. Risk & Assurance have developed an insurance strategy that sets out the purpose, principles, strategic objectives, and key outcomes for Council's insurance for the next triennial period.
5. To support the development of a robust strategy, Risk & Assurance engaged an independent consultant, Inscon, to complete a review of Council's insurance programme. The review included our current programme, and how the insurance coverage available to Council may be restricted at future renewals, together with the proactive steps Council should consider when identifying alternative means of mitigating our risks. See attachment 2 for the full report.

COMMITTEE RECOMMENDATION

That the Committee:

1. Note work completed to review Council's current Insurance Programme.
2. Note next steps where Council can achieve greater value and optimise our risk transfer.

**1.11 FOLLOW UP ACTIONS ARISING FROM THE COMMITTEE MEETING HELD
FRIDAY 23 JUNE 2023****SUMMARY**

1. This report provides a summary of actions from the Audit & Risk Committee meeting held on 24 March 2023. The actions arise from Committee resolutions and on occasion, commentary, or observation.
2. This report covers any action or commentary that does not require separate reporting and provides a mechanism to ensure the actions are addressed.
3. Recommendations are made to the Audit & Risk Committee to note the updates in the report and resolve to accept management responses arising from the follow up actions requested at these meetings.

COMMITTEE RECOMMENDATION

That the Audit & Risk Committee note the updates and accept the reports arising from the follow up actions requested at the meeting held on Friday 24 March 2023.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****1.12 SAFETY MANAGEMENT FRAMEWORK IMPLEMENTATION PROGRESS****SUMMARY**

1. The framework encompasses key elements such as legislative compliance, clear policies and procedures, risk management, safety training and education, incident reporting and investigation, safety audits and inspections, safety performance measurement, stakeholder engagement, and continuous improvement.
2. Aligned with the international standard ISO45001, the framework is designed to ensure effective safety management, foster a safe working environment, and minimise risks to employees and the community. The implementation of the framework is guided by a four-pillar approach, covering culture and leadership, governance, environment and place, and promotions. With a focus on clarity, the framework provides a tiered structure of documents, clearly defining safety roles and responsibilities.
3. The objective of the four-year Safety Management Framework is to achieve full implementation by December 2024. Progress has been significant, with 89% of the total 62 actions completed.
4. Ongoing review and communication of the framework will continue, ensuring continual improvement and addressing all aspects of safety and wellbeing.

COMMITTEE RECOMMENDATION

That the Committee:

- Note the progress and implementation of the Safety Management Framework.

1.13 ANNUAL WORK PLAN - JUNE 2023**SUMMARY**

1. The Annual Work Plan sets out the Audit and Risk work program for the year, it outlines the audits, work and the review of items including timing and frequency of reporting to the Audit and Risk Committee.
2. The *Local Government Act 2020* requires all Victorian Councils to adopt an annual work program.
3. The plan is mapped against the Functions and Responsibilities of the Audit and Risk Committee Charter.
4. At Banyule the Annual Work Plan is grouped in the following sections:
 - Annual Financial Statements
 - Budget
 - Financials & Data Analytics
 - Governance
 - IBAC
 - Internal Audit
 - Risk Management
 - VAGO
 - Other.
5. A summary of reports due to the 23 June 2023 meeting are listed in this report.

COMMITTEE RECOMMENDATION

That the Audit & Risk Committee note:

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023**

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1. The June reporting requirements as indicated in the Annual Work Plan
 2. Changes to the reporting cycle of the following:
 - a) Review the performance of the Internal Audit service provider
 - b) Review and discuss Risk Management Reporting
 - c) Business Continuity Planning
 - d) Endorse 12-month Strategic Internal Audit Plan

1.14 AUDIT & RISK COMMITTEE BI-ANNUAL REPORT - PERIOD 1 DECEMBER 2022 TO 31 MAY 2023**SUMMARY**

1. The *Local Government Act 2020* (LGA) section 53 requires all Councils to establish an Audit Committee.
2. The Committee operates under a Charter endorsed by the Committee, approved by Council, and based on the best practice guide from Local Government Victoria.
3. The Audit & Risk Committee's role is to provide appropriate advice and recommendations to Council on matters relevant to its Charter to facilitate decision making by Council in relation to the discharge of its responsibilities.
4. An Audit and Risk Committee must:
 - a) Prepare a biannual audit and risk report that describes the activities of the Audit and Risk Committee and includes its findings and recommendations; and
 - b) Provide a copy of the biannual audit and risk report to the Chief Executive Officer for tabling at the next Council meeting.
5. This report will provide Council with an overview of the Committee's primary functions, activities, and outcomes over the last 6 Months (1 December 2022 – 30 May 2023.)
6. The Committee has reviewed and considered a range of comprehensive reports throughout the year on various aspects of Council's operations.
7. Following Council's recommendation, the Chairperson will attend the Councillor briefing on 4 September 2023.
8. The Biannual Report on the activities of the Audit & Risk Committee is recommended to be submitted to the following Ordinary Council meeting held on 25 September 2023.

COMMITTEE RECOMMENDATION

That the Committee:

1. Advise of any other matters to be included in the report.
2. Recommend the biannual report on the activities of the Audit & Risk Committee be submitted for tabling at the Ordinary Council meeting held on 25 September 2023.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****1.15 ENTERPRISE RISK UPDATE****SUMMARY**

1. Over the last 2 years, Council has seen a significant increase in the maturity of its Risk Management approach. This has provided management with the appropriate level of detail to make proportionate and informed risk-based decisions.
2. Council has 115 Enterprise Risks in its profile, which are separated amongst 10 overarching parent risks.
3. This report provides the Audit and Risk Committee with an update on the controls, and actions associated with Parent Risk 5 (PR5) – “Incident occurs that threatens the health, safety and/or wellbeing of staff”.
4. It further provides the Committee with an update on the progress that staff have made to assess Parent Risk 1 (PR1) – “Unauthorised release of/amendment to/use of and/or loss of corporate/confidential information”.

COMMITTEE RECOMMENDATION

That the Committee notes the status update on PR5 and PR1, alongside the attached report on PR5.

1.16 INTEGRITY AGENCIES - SELF ASSESSMENT STATUS REPORT AS OF 1 JUNE 2023**SUMMARY**

1. Integrity Agencies such as the Victorian Auditor General's Office (VAGO) and Independent Broad-Based Anti-Corruption Commission (IBAC), Local Government Inspectorate (LGI) and Victorian Ombudsman (VO) issue reports on Local Government and those relevant to the sector.
2. These reports include reviews of Councils' Integrity Frameworks, Fraud & Corruption Frameworks, Procurement Practices and Governance.
3. Self- Assessments are undertaken by Council against the recommendations of these reports and presented to the Audit & Risk Committee (ARC).
4. The report provides the Audit & Risk Committee with a list of self-assessment audits that Banyule has identified as opportunities to improve systems and controls relevant to Council operations.
5. A summary of recent investigations from Integrity Agencies in the past quarter is contained in this report.
6. The status report as of 1 June 2023 is listed and provides an update of all self-assessments undertaken to date.

COMMITTEE RECOMMENDATION

That the Committee note:

1. The status of the integrity agencies self-assessment reports and progress to date.
2. Council has undertaken a self-assessment on the recommendations made by VAGO into Regulating Private Pool and Spa Safety.
3. Council has undertaken a self-assessment on the recommendations made by LGI into a review of Council Policy Compliance with the implementation of the *Local Government Act 2020*.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023**

-
4. Council engaged with VOTAR Partners to undertake an independent assessment of Council maturity against Victorian Protective Data Security Standards (VPDSS) Maturity and information security obligations.

1.17 QUARTERLY FINANCIAL MANAGEMENT REPORT - MARCH 2023**SUMMARY**

1. The Quarterly Financial Management Report for March 2023 is presented in accordance with Section 97 of the *Local Government Act 2020* which requires a comparison of the actual and budgeted results to date and an explanation of any material variations.
2. The Quarterly Financial Management Report is for the period ended 31 March 2023 and provides assessment of the following:
 - o Financial Performance - key income and expenditure actual operating results against budget; includes operating and initiatives projects (refer to the attachment 'Quarterly Financial Management Report').
 - o Capital Works Expenditure – summary of actual spend, budget and forecast. Key projects per ward are provided in the Capital Works project delivery update (attached).
 - o Investment activity – compliance against the current Investment Policy
 - o Other key financial indicators – Rates Outstanding, Accounts Receivable, Balance Sheet and Cash Flow statements

Financial Performance

3. The 31 March 2023 full-year forecast is projected to be an operating surplus of \$12.32m compared to the budget surplus of \$15.11m (\$2.79m unfavourable movement).
4. The 2022/23 underlying operating deficit is forecast to be \$5.56m compared to a budgeted underlying deficit result of \$4.10m (\$1.46m unfavourable). The underlying result is determined after adjusting for non-recurrent capital grants and capital contributions.
5. Council's income continues to decline against budget, significantly increasing the underlying deficit. Management intervention to reduce expenditure throughout the period has assisted in mitigating further unexpected declines in the underlying results into 2023.

Capital Works Performance

6. As of 31 March 2023, a total of \$20.92m has been spent on capital works (year-to-date budget \$32.88m).
7. Capital works expenditure is forecast to be \$42.72m against the budget of \$61.55m.
8. Capital projects have been delayed (in part or full) due to various factors such as project complexities, revised project timing and internal resource gaps.

COMMITTEE RECOMMENDATION

That the Committee note:

1. The Quarterly Financial Management Report for March 2023
2. Officers have complied with the *Local Government Act 2020* to provide a quarterly budget report to Council as soon as practical after the end of the quarter
3. The report was noted at the Ordinary meeting of Council held on 29 May 2023.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****1.18 COMPUTER ASSISTED AUDIT TECHNIQUE (CAATS) - ACCOUNTS PAYABLE - SUPPLIERS****SUMMARY**

1. In line with the Computer Assisted Audit Techniques (CAATs) works program 2022/23, 'CAAT's Accounts Payable – Suppliers' tests were undertaken internally by Banyule City Council officers and the results reported to Audit and Risk Committee.
2. The primary objective of the 'CAATs Accounts Payable - Suppliers' tests are to ensure that the relevant controls, processes, and practices are adequate, accurate, and complete.
3. The tests covered a review of data from the 1 April 2022 to 31 March 2023.
4. Overall, Accounts Payable Suppliers' controls, processes, and practices are generally sound.
5. Detailed findings and actions are provided in the report.

COMMITTEE RECOMMENDATION

That the Committee note that:

1. There were no anomalies from this CAATs review
2. To enhance current practices it is recommended that additional NAR training is provided, particularly on how to search for an existing creditor account prior to setting up a new account, and thus avoid the creation of a duplicate account for the same creditor.

1.19 COMPUTER ASSISTED AUDIT TECHNIQUES (CAATS) - INFRINGEMENTS**EXECUTIVE SUMMARY**

1. In line with the Computer Assisted Audit Techniques (CAATs) works program 2022/23, 'CAAT's Infringements' tests were undertaken internally by Banyule City Council officers and the results reported to Audit and Risk Committee.
2. The primary objective of the 'CAAT's Infringements' tests is to ensure that the relevant controls, processes, and practices are adequate, accurate, and complete.
3. The tests covered a review of data for the calendar year 2022 (1 January 2022 to 31 December 2022) in line with Department of Justice reporting period.
4. Overall, Infringements controls, processes, and practices are operating effectively.
5. Detailed findings and actions are provided in the report.

COMMITTEE RECOMMENDATION

That the Committee note

- Overall, Infringements controls, processes, and practices are operating effectively.
- The ongoing and independent oversight and reviews undertaken.
- No further action is required on the Infringements CAAT.

MINUTES BANYULE AUDIT & RISK COMMITTEE**23 JUNE 2023****1.20 COMPUTER ASSISTED AUDIT TECHNIQUES (CAATS) - PAYROLL****EXECUTIVE SUMMARY**

1. In line with the Computer Assisted Audit Techniques (CAATS) works program 2022/23, 'CAAT's Payroll' tests were undertaken internally by Banyule City Council officers and the results reported to Audit and Risk Committee.
2. The primary objective of the 'CAATs Payroll' tests is to ensure that the relevant controls, processes, and practices are adequate, accurate, and complete.
3. The tests covered a review of data from 1 April 2022 to 31 March 2023.
4. Overall, Payroll controls, processes, and practices are operating effectively.
5. Detailed findings and actions are provided in the report.

COMMITTEE RECOMMENDATION

That the Committee:

1. Note that there were no anomalies from this CAATs review
2. Note that no further action is required on the Payroll CAAT.
3. Endorse the recommendation to remove the TFN Validation Test from future test plans. This test is now covered by STP (Single Touch Payroll) lodgement each pay run and validated by the ATO.

2. COMMITTEE REPORT FOR INFORMATION

Nil

3. Verbal Updates**4. Other Business**

- The Committee asked Council if it had any current contracts or agreements with PwC in light of recent reports.
- The CEO advised the Committee that there are no current contracts in place with PwC and Council is meeting to discuss what structures can be put in place. The Mayor and CEO had already met to discuss the question raised by the Committee.
- The Committee suggested Council also extend to look at all of the Big 4 to see what Council is exposed to. Smaller firms are generally less diversified.

Next Meeting

Friday 22 September 2023

Closure of Meeting

11:45pm



Minutes Inclusive Banyule Advisory Committee

10 May 2023



Inclusive Banyule Advisory Committee | Agenda

Meeting details

Date of meeting	Wednesday, 10 May 2023
Time	9.30 to 11.30am
Venue	Barrbunin Beek, Aboriginal Gathering Place, Olympic Park, Catalina Street, Heidelberg West
Chair/Facilitator	Cr Peter Castaldo
Minutes	Bianca Ellis

Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

Diversity Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

Attendees

Attendee name	Affiliation/Organisation
Cr Peter Castaldo	Mayor Banyule City Council
Kath Brackett	Director Community Wellbeing
Jo Wilson	Manager Resilient and Connected Communities
Jane Cowell	Yara Plenty Regional Libraries
Felix Neighbour	Department of Families Fairness and Housing
Marc Hodgson	Victoria Police (on behalf of Andrew Markakis)
Anna Bauze	Department of Health
Glen Swafford	Age Friendly Committee
Tiziana	BNLLEN (on behalf of Meri Ivanovska)
Brad Byrne	Workforce Australia – Local Jobs NE Melbourne
Angela Papoutsoglou	Department of Families Fairness and Housing
Tracey Colbert	Department of Education and Training
Tom Conley	RAP Committee
Bianca Ellis	Banyule Council
Andrew Whalley	Banyule Council
Robert Bamblett	Koorie Engagement Support Officer Department of Education and Training

Apologies

Name	Affiliation/Organisation
Sherryn Prinzi	Coordinator Community Impact

Inclusive Banyule Advisory Committee

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Jill Gallagher	VACCHO
Ambereen Farouque	North East Public Health Unit
Uncle Owen Butler	RAP Committee
Paul Byrne- Moroney	LGBTIQA+ Committee

Items

1. Introduction 9.30-9.45am

Acknowledgement of traditional custodians by Uncle Owen
Diversity Statement

Introductions and apologies.

2. Action items from previous meeting 9.45-9.50am

Action items from previous meeting for noting only. Questions invited.

Action item	Action arising
Item 1: Ambereen to distribute HEPH Population health profile to members	Complete
Item 2: Barry to provide contact details for Banyule's local Wellbeing team	Complete Mental Health and Wellbeing Locals - localservices@health.vic.gov.au Mental Health and Wellbeing Promotion Office MHWP@health.vic.gov.au
Item 3: Sherryn to attach mental health statistics to the minutes	Complete
Item 4: Sherryn to consult with Banyule Youth to ascertain information on youth cohorts more likely not to engage in community support activities.	Complete
Item 5: Sherryn to provide details of Active Bystander training and work with Uncle Owen to deliver at Barrabunin Beek Aboriginal Gathering Place.	In progress
Item 6: Sherryn to include Mental Health First Aid training in Year 2 Inclusive Banyule Action Plan.	Complete
Item 7: Committee to review progress on Gambling policy development in May 2023	Update to be provided in this meeting
Build an advocacy campaign around priority issues, to assist with positioning and partnerships with State and Federal governments	Ongoing, Jo Wilson to provide update on current advocacy priorities
Item 6: Council to bring back results from the 3081 affordable housing discussion to committee	Update to be provided in this meeting

3. Purpose of Meeting and Business Arising

The purpose of this meeting is to:

- Discuss and better understand the local approach to the referendum and the potential mental health implications for local First Nations people
- Discuss and better understand mental health supports for First Nations students
- Receive updates on progress on next iteration of the Banyule Gambling policy
- Receive an update on Council's 2023-24 mental health actions associated with the MPH&W Plan
- Receive an update on Council's 3081 strategic sites study and link to social and affordable housing

Inclusive Banyule Advisory Committee

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- Receive an update on Council's Inclusive Banyule actions

3.1 First Nations Mental Health (9.50-10.20)

As part of the Australian Government's commitment to implement the Uluru Statement from the Heart, a referendum will be held between October and December 2023 to recognise Aboriginal and Torres Strait Islander peoples in the Constitution by establishing an Aboriginal and Torres Strait Islander Voice.

- A) Banyule's Reconciliation Action Plan Advisory Committee working group are leading the local approach to address the referendum in Banyule. The basis of this local approach will be discussed.

Speaker: Zali Mifsud, First Nations Lead, Banyule City Council

Discussion

On 5 December 2022, Banyule City Council became third local government area to endorse the Uluru Statement from the Heart in full. Council acknowledged that it was their role to ensure that the community was informed coming up to the referendum that is occurring in October.

The Uluru Statement was developed after a range of Uluru dialogues occurred in 2016, and in 2017 a convention was held at the base of Uluru which invited 250 of the nation's most prominent first nations delegates to come and talk about what those dialogues said and what Aboriginal and Torres Strait Islander people wanted to see and what tangible actions they wanted to be able to move forward with reconciliation with the broader Australian community. At a high level the Statement articulates three reforms: Voice, Treaty and Truth.

- Voice was a call for a first nations voice to parliament to be established and enshrined in the Australian Constitution.
- Treaty is already happening in Victoria. We are the only state who has moved legislation to acknowledge that we will be having a treaty with our first nations people. The process formally began in approximately 2015 in Victoria. The community are in the process of electing the second body of the First Peoples Assembly, which for the next phase of treaty will be sitting down and negotiating with the State Government about what Aboriginal Victorians' inherent rights are as first peoples of this land as something that should have happened when colonisation occurred.
- Truth is currently occurring in Victoria through the Yoorrook Truth Telling Commission. It is establishing the background on what occurred upon Colonisation, which is the first time we're going to hear the history being told by first nations voices. The Commission's findings will shape significant change around treaty in terms of what schools will be teaching and will also be looking at what is happening within our systems (Health, Wellbeing, Early Years etc.) in the State of Victoria from a first nations perspective.

The RAP Advisory Committee is guiding a lot of Council's work in terms of how we engage in the conversation which was unanimously endorsed by Council. This is to ensure our local aboriginal people here in Banyule are having a voice and showing what Council should be doing. It is important to recognise that these words are not Council's, however they are voices of the RAP Committee who should be guiding us in this area.

Council, on the advice of the RAP Committee, are not taking a Political 'Yes' or 'No' position on the referendum at this time. The committee, and Council are more interested in empowering community with accurate information to be informed to make up their own mind.

The RAP Committee recognised that there was a learning opportunity about how to best prepare for the referendum by learning from communities who have been through a significant federal political change campaign process' in recent years, which led the RAP Committee to meet with the LGBTIQ+ Population Committee to learn from the experiences of the Marriage Equality Plebiscite. The outcome of that learning was that while a 'Yes' vote was achieved, the percentages were not significantly different and the emotional impact of knowing the number of people who still fundamentally disagreed with the outcome had lasting effects. These learnings have led the Committee, and Council to recognise the importance of supporting the first nations committee through the entire process, but also whatever the outcome is, we will need to continue that support after the vote, whatever the outcome.

For the Banyule community who do not identify as Aboriginal or Torres Strait Islander people, Council are continuing to provide opportunities to be informed and engaged, and opportunities to have curious conversations, learn from each other and ask the hard questions so people can make informed decisions when it comes to the vote.

Action 1

Committee requests Council to develop a succinct one-page summary of the Uluru Statement from the Heart, Council's current position and articulate the principles of having a Voice to parliament addressing some of the misinformation.

- B) As campaigning ramps up, based on advice from the LGBTIQ+ committee, prioritising mental health supports is critical to reducing the individual and community level impacts. Commentary on this discussion between the LGBTIQ+ Committee and the RAP Advisory Committee will be shared for context.

Speakers: Uncle Owen and Paul Byrne- Moroney

Discussion

Inclusive Banyule Advisory Committee

Page 3 of 6

As Uncle Owen and Paul Byrne-Moroney were not in attendance, Zali Mifsud shared reflections and learnings from the meeting of the LGBTIQ+ and RAP Committees.

- C) Ngarra Jarra Aboriginal Health, based at the Austin Hospital, supports Aboriginal and Torres Strait Islander people whilst they use the hospital services. Danella will introduce herself to the Committee and will provide a brief overview of the Ngarra Jarra supports.

Speaker: Danella, Manager Ngarra Jarra Aboriginal Health Unit

Discussion

The Ngarra Jarra Aboriginal Health Unit services Austin's acute work. The whole team are new and are looking at their support to the rest of the Austin with fresh perspective, approaching their involvement and engagement at the Austin from the beginning. In their approach they are considering how they can assist, and what they can do, recognising that they're not going to continue doing things the way they've always been done. Additionally, Austin are looking at employing a Koori Mental Health Worker in the Mental Health Division.

3.2 Department of Education- Youth mental health supports (10.20-10.30)

In response to the likely impacts on First Nations young people during the referendum period, the Department of Education's Department of Education Koori Education Support Officer (KESOs) team will discuss supports for First Nations students in Banyule schools.

Speaker: Robert Bamblett

Discussion

The Koori Education Support Officers (KESO) are based across the state, with 6 in the Northern Region and two KESO's covering the Banyule and Nillumbik areas working from Early Years all the way through to Higher Education. The focus of the role is around Primary and Secondary education, with transition support for both kindergarten/early years and higher education. The role of the KESO is to go into schools, support the school, the student, and the families.

In responding to Youth Mental Health supports, the KESO might connect with the Wellbeing Officers at the school to establish what the issues are and linking them with the most appropriate supports e.g., Victorian Aboriginal Health Service, Berry Street etc. The KESOs work with the school to establish what services the young person and the family would like to access (Aboriginal service or mainstream) to ensure that the service is the one that they want and that they have buy-in for the support options.

Often an action that the KESO might undertake is to establish a Koori Club at a school, as often students don't realise, they have other classmates/students at school who are Aboriginal and Torres Strait Islander young people. Developing these clubs can assist in alleviating some of the anxiety and support better mental health for students. Where there are schools with higher numbers of Aboriginal and Torres Strait Islander students, the Koori Clubs saw an improvement in academic results as well as better social, emotional and wellbeing outcomes. The clubs and groups are tailored to each individual school and families to ensure they're the right fit for the community. The KESOs have developed a CAT (Cultural Audit Tool) to ensure that schools are more culturally safe and appropriate for students.

The tool eases schools into the audit in with questions including are you flying the Aboriginal and Torres Strait Islander flags before getting to the harder questions. Once the audit has been completed it provides a list of recommendations for schools and those recommendations become goals to complete to help build a culturally safe environment. In addition to building positive social and emotional wellbeing, the KESOs aim to build and share positive representation, and more specifically positive male representation outside of sports.

Action 2

- Council to share contact details between YPRL, KESOs to discuss opportunities to set up a Koori Homework Club, libraries Wi-Fi Hotspot program and increase support options for community.

Action 3

- YPRL to reach out to Brad from Workforce Australia should they require bus drivers to assist in transporting young people to Libraries.

Action 4

- Council to share contact details between Ngarra Jarra Aboriginal Health Unit and KESOs to discuss mental health referral and support options.

3.3 Banyule Municipal Public Health and Wellbeing Plan (10.30-10.50)

Council to present information on proposed 2023-24 good mental wellbeing actions. Committee invited to discuss and provide advice.

Speaker: Jo Wilson, Manager Resilient and Connected Communities

Discussion

Inclusive Banyule Advisory Committee

Page 4 of 6

In the briefing paper, Council has outlined the approach being explored for the Public Health and Wellbeing Plan and the Mental Wellbeing actions.

The proposed actions take a strength-based approach to mental wellness, awareness, attitudes, lived experience and barriers experienced by people to access good mental wellness and supports.

Council has met with North Richmond Community Health to find out more about their Community Mental Health Project which has seen community leaders trained up in Mental Health First Aid and providing culturally sensitive and safe referral pathways and supports to people who may be experiencing stress, anxiety or need some support for mental wellness.

To implement a similar model, the first step would be to develop a robust referral list of local services including who and what they can offer.

Query from Felix, DFFH about whether Council would consider establishing a local mental health alliance to bring the service providers together to take a coordinated approach to health provision and ensure the royal commission and recommendations are considered in the provision and coordination of services locally. Yarra has a mental health alliance which brings together services including community health for this work.

Action 5

Council to investigate feasibility of local mental health alliance.

4. Standing Agenda Items

4.1 Inclusive Banyule Action Plan (10.50-11.00)

Council notes the report on progress against 2022/23 actions as presented in Committee Briefing Paper. Questions on actions invited.

Discussion

Reminder to the group that Council has the Inclusive Employment Program.

Action 6

Committee members interested in the Inclusive Employment Program to contact Jane Nixon jane.nixon@banyule.vic.gov.au for further information.

4.2 Addressing affordable and social housing (11.00-11.05)

Council to discuss and provide a brief update on the strategic property sites in 3081 and progress towards addressing social and affordable housing opportunities.

Speaker: Kath Brackett, Director Community Wellbeing

Discussion

Council is still in discussion with Homes Victoria about properties. Council will be going out for Public Consultation on the Housing Policy (due June/July 2023).

Action 7

Council to share information with the Committee as it becomes available.

5. New Business

5.1 Gambling and Harm Minimisation Policy position (11.05-11.20)

As a follow up to the previous brief discussion on Gambling Policy, Council will provide a brief overview of options regarding policy directions and next steps and seek advice from the Committee regarding the approach.

Speaker: Bianca Ellis & Andrew Whalley, Banyule City Council

Discussion

Following initial feedback, best practice and contemporary practice, the new Gambling Policy will take a focus on preventative options and measures for gambling harm.

The approach that is currently being explored in the policy development fits within a Public Interest approach.

- Seek to best serve the public good
- Focus on harm prevention and minimisation
- Aligns with Public Health
- Focuses on environments which enable gambling as opposed to individual behaviours

Mental Health Practitioners Network have recently put together information regarding the relationship between gambling and mental health which might assist in the research and pitch being taken in this policy.

BNLLEN have raised concerns about the linkages between gaming and gambling and young people.

Action 8

Ensure that Policy aligns to the Northern Council's Alliance advocacy positions on gambling.

Action 9

Tom Conley to share information from the Mental Health Practitioners Network on gambling with Council officers

5.2 Other updates (11.20-11.30)

Members invited to share updates.

6. Meeting Close

Next meeting: 2nd August 9.30-11.30 at Shop 48, Bell Street Mall, Heidelberg West



Minutes RAP Advisory Committee

12 April 2023

RAP Advisory Committee | Minutes



Meeting details

Date of meeting	Wednesday, 12 April 2023
Time	5:30pm – 7:00pm
Venue	Hybrid options – Microsoft Teams or Barrbunin Beek Aboriginal Gathering Place
Chair/Facilitator	Cr Peter Dimeralos
Minutes	Kristen Munro / Zali Mifsud

Acknowledgement of the Traditional Custodians

“Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as traditional custodians of the land and we pay respect to all Aboriginal and Torres Strait Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history.”

Inclusive Banyule Statement

“Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community.”

Attendee

Attendee name	Affiliation/Organisation
Uncle Charles Pakana	Banyule RAP Advisory Group Committee Member
Tom Conley	Banyule RAP Advisory Group Committee Member
Wally Johnson	Banyule RAP Advisory Group Committee Member
Cr. Peter Dimarelos	Banyule City Council Councillor
Shelley Ware	Banyule RAP Advisory Group Committee Member
Catherine Bradley	Banyule RAP Advisory Group Committee Member
Sue Harris	Banyule RAP Advisory Group Committee Member
Zali Mifsud	Banyule Council First Nations Lead
Kristen Munro	Banyule Council Barrbunin Beek Coordinator
Nicole Maslin	Banyule City Council
Rian Branthwaite	Aboriginal Housing Victoria
Andrea Levey	Aboriginal Housing Victoria
Uncle Owen Butler	Banyule RAP Advisory Group Committee Member
Cr Elizabeth Nealy	Banyule City Council Councillor
Georgie Meyer	Banyule Council
Jo Southwell	Banyule Community Health

Apologies

Name	Affiliation/Organisation
Cr Peter Castaldo	Banyule Council Mayor
Con Matsmakis	RAP Advisory Committee Member
Maddi Miller	Banyule RAP Advisory Group Committee Member
Kath Brackett	Banyule Council Director Community Wellbeing
Shane Grigg	Banyule RAP Advisory Group Committee Member

Items

1. Introduction 5:30pm – 5:35pm

- Acknowledgement of traditional custodians
- Inclusive Banyule Statement
- Welcome to members
- Apologies
- Housekeeping

2. Confirmation of Minutes and Actions from previous meeting 5:35pm – 5:45pm

- Confirmation of minutes
- Action arising

Action	Outcome or Update	Status
Action 1: Establish a volunteer working group from members of the RAP Advisory Committee to work with Council and Marketing and Communication to establish a comprehensive and consistent communication plan.	Update: Ongoing	Ongoing
Action 2: Council Officer to identify to Council in a report the RAP Advisory Committee recommendation to develop an Aboriginal Action Plan using the Victorian Aboriginal Government Strategy as the new strategic way forward for reconciliation.	Update: April 17 meeting	Complete
Action 3: Sub-working group including Uncle Owen, Tom and Shelley to meet with the Repat hospital and then report back to RAP committee on discussions on how to progress the plaque.	Update: Met with Repat – there is potential opportunity to do it there or elsewhere due to constraints.	Ongoing
Action 4: Council Officer to organise for Hannes from Arts & Culture to discuss the exhibition and the acquisition of art.	Update: Attending in the June Meeting	Complete
Action 5: Council Officer to arrange a sub-working group consistent of Uncle Charles and Shelley to discuss Uluru Statement from the Heart communications plan	Update: Ongoing meetings are occurring with the first community engagement to occur May 4	Ongoing

3. AHV Discussion 5:45pm – 6:10pm

- AHV Director, Rian to present process surrounding Darebin Council MOU

Discussion

Rian – Director of AHV

Andrea – New to AHV as a Policy Officer supporting the liaison with local governments and AHV opportunities.

Darebin Council has committed to an MOU with AHV with three different components. AHV is the only Aboriginal owned housing support organisation. Darebin's MOU was to support 86 housing and AHV widely have approximately 4000 people they support with 6000 still waiting for housing support.

Presentation will be included in the minute's attachment for further information. Presentation includes breakdown of three commitments, why partner, statistics and explanation of the initial action plan.

Tom questioned the support being just from a residential perspective or if there is opportunity for discussion with Council's Local Laws team around parking. Zali confirmed this discussion is just for residential support.

Uncle Charles raised the idea that community have historically not met the tenant's needs of the residence. Rian confirmed that there is a commitment of AHV to ensure tenants are being supported and is always happy for people to contact him.

Tom asked who the coaching program is facilitated by, and Rian identified that Melbourne University are the major partner of the program. Tom identified Doctor.

Jo asked what the appetite for a partnership with AHV in Banyule would be? Cr Dimarelos identified that the recommendations that the RAP Committee proposes are usually well endorsed by the Council group however this conversation is focused on finances so has a different theme.

Rian shared that the MOU took a lengthy time with Darebin Council however Banyule will have an established process to follow.

Uncle Charles questioned if AHV have made a commitment to do this with all Councils in Victoria.

Andrea identified that AHV are currently going out to all local governments with AHV housing proposing the idea of an MOU with the content held within the presentation.

Cr Dimarelos asked who owns the AHV properties and if there is something that Council commits to then there will be a major focus on transparency of where the money is being allocated within the partnership.

Uncle Charles suggested a sub-working group to investigate the opportunity to have a MOU with AHV. Rian suggested to contact Uncle Stu surrounding their process and AHV will do whatever required to participate.

Action

Council Officer to send AHV presentation to the committee.

Council Officer to establish a sub-working group consistent of Shelley and Uncle Charles to investigate the MOU with AHV.

Council Officer to share Rian and Andrea's contact details to the committee.

4. Roseanna Library Discussion 6:10pm – 6:25pm

- Council Officer, Nicole Maslin to present on Rosanna Library

Discussion

Nicole is managing the Rosanna Library redevelopment. There is a temporary library in place while the development is taking place.

Part of the partnership with Woolworths is they are building a three-story library next to the new facility.

The library is going to include a MCH area and toy library so families can go to one place for many needs.

Nicole raised that there has been community consultation and part of that is understanding what opportunity the new library presents to showcase First Nations people, history and culture.

The library is going to be fitted out in April 2024 therefore there is an opportunity for insights.

Nicole shared the design vision for the project as well as a break down of the three stories. Including the opportunity for dual naming, naming of the building and mural. With the mural specifically, Nicole requested the committee to send any themes they would like identified in the EOI for the artists.

Zali identified that the committee has a focus of a theme for 2023 of “Caring for Country” therefore that could be of value for the EOI. As well ensuring that the artist comes and speaks to the committee as part of their consultation for developing the artwork.

Jo requested to know if there is the opportunity for other services to meet clients in the space? Nicole identified that there is going to be consulting rooms that external services can book.

Sue expressed her experience with the consultation surrounding ILCH that it was noted that there was great opportunity for input but then however was told there wasn't any time which has led to the minimal First Nations presence at ILCH.

Shelley shared her experience at ILCH being culturally poor from a First Nations perspective. As well as raised the idea of the murals messaging being extended through the whole building. As well as the material of the fabric having a First Nations artwork.

Uncle Charles also identified how he felt the experience at ILCH and its development and found it insulting.

Tom asked Nicole who they are getting consultation support for this project from a cultural lens and identified he could support if needed.

Cathy asked if the furnishing has been established yet and Tom shared that supplier nation would be the best place for that support.

Action

Council Officer to share the presentation to the committee.

Council Officer to share the draft EOI brief for the mural with the RAP committee.

5. National Reconciliation Week / Sorry Day 6:25pm – 6:40pm

- Council Officer, Zali Mifsud to discuss NRW activities and Sorry Day event

Discussion

Zali shared the array of events occurring for National Sorry Day and NRW including:

25 May, 6:00pm at ILCH: Uncle Ron exhibition open

26 May, 1p -2pm at Malahang Reserve to lower the flags: Healing Ceremony with Aunty Di Kerr

29 May, 10am at 1 Flintoff: Flag Raising for staff

30 May, 7:30am at The Centre Ivanhoe: Reconciliation Victoria Awards

31 May, 12:30pm – 1:45pm at Barrbunin Beek: Community organisations BBQ

3 June, 10am - 1pm at Barrbunin Beek: NRW Family Fun Day

Reconciliation Victoria has invited Council to host its first ever NRW Awards. Councillors will have a table available for attendance and local organisations will be able to purchase a table. Following the breakfast there will be a whole day at ILCH for Reconciliation activities including a Reconciliation painting workshop, exhibition walk, weaving of hearts in screen and a story time session.

Uncle Charles identified that Shelley is moderating a referendum yarn at ILCH on the 1st of June as well.

Zali is working with the website team to develop a NRW website page on the Council website where all the events can be listed.

Zali asked Kristen if there is any support that the committee can help with for the community events during NRW.

Kristen identified that local schools are copying the initiative to weave the heart into their school fences in support of the Uluru Statement from the Heart.

Cr Dimeralos raised that the Northern part of Banyule will have to come down to the south to engage in the NRW week opportunities. Zali explained that Barrbunin Beek needs to be the face for the community therefore the events for this year are operating out of there to amplify its status. Cr Dimeralos questioned if we can bring the Northern community down to the events such as buses.

Cr Dimeralos also queried about cross collaboration with Darebin and Whittlesea Council's. Zali explained that every Council has its own interest in these significant weeks therefore there isn't any cross-council collaboration however there is now locally a formalised approach for events between Banyule and its local organisations.

Tom wondered what the capacity was for the space at Barrbunin Beek. The space has capacity of 100 people just in the building however that was prior to the additional space being handed to Barrbunin Beek. The First Nations Unit is working with the Council, Arts and Culture team for event management advice.

Jo shared that the events that are being run will be promoted through BCH and gave advice about some contingency plans for the weather.

Action

Council Officer to put tentative holds in committee and Councillors calendars for events.

Council Officer to send a calendar of events for NRW.

Councillor Officer to send out the volunteer opportunities that the committee can opt in for to support.

6. Citizenship Ceremony Change 6:40pm – 6:50pm

- Council Officer, Zali Mifsud to request committee consider approach to change citizenship ceremony on Jan 26

Discussion

The Banyule Council governance team requested the committee's consideration of reviewing and changing the citizenship ceremony on Jan 26 moving forward.

This request has come after there was a change federally that allowed local government organisations to determine if they would host a citizenship ceremony on that date or not. Historically it was mandatory for councils to host one on Jan 26.

Uncle Charles shared that he would like to move the motion to support the change for the governance team to investigate an alternative date for the citizenship ceremony. He has previously hosted a welcome to community at the Jan 26 citizenship ceremony and this year the governance team took action to provide those partaking in the ceremony to have the aboriginal flag gifted to them as well. Therefore, there was a 50/50 split of the Australian flag and Aboriginal flag at the ceremony.

Cr Dimeralos highlighted it is great to see other Council teams taking leadership such as the Governance team in the reconciliation space.

Action

Council Officer to thank the Governance team for their leadership on this topic.

Recommendation

The RAP Advisory Committee recommends that Banyule City Council remove the Citizenship Ceremony hosted on Jan 26 moving forward and that Council investigate an alternative date during that week.

7. General Business 6:50pm – 6:55pm

- Call for any general business items
- First Nations Grants – Zali to present

Discussion

Tom raised this as an additional business item.

Zali has shared she has now met with all of Council's major grant holders and is currently investigating what is the best process to change that process.

Council doesn't have one system or process for grants and there isn't a structure that allows all of them to be changed through one decision. However, all of the Officers that Zali has spoken to has been excited by the opportunity to make grants more accessible for First Nations peoples.

Tom questioned if Council has given the First Nations Unit a budget for their own grant pool. Zali identified that best opportunity for the change is to add value to the current grant pools which will make the grants more accessible to First Nations people.

Therefore different approach that Council's take in the space and Banyule will be investigating how to strengthen the current grants before moving into their own designated First Nations grant.

Tom raised that the focus has shifted to self-determination in the reconciliation space therefore it is important for money to be put into First Nation businesses to be able to achieve their goals.

Zali identified that amending the current grant process to make it more accessible for First Nation people will be the first step in the right direction and therefore when that shows success, in following years there can be an investigation into a whole First Nations grant pool.

Action

- Plaque update – Shelley Update

Discussion

The sub-working group met at the Repat around implementing the plaque.

Rob from the Austin was excited by the idea for a plaque and other additional elements of the project. There was a conversation about who is funding the project and it was identified that this would purely be a Council funded project.

Zali identified that some of the committees' ideas for the project have been confined to what the Repat is willing to support.

Cathy asked if Rob has gone to the Repats, Closing the Gap committee to request if there is any funding support. Cathy encourage Zali to reach out to see if that has occurred as she believes there will be funding there.

Cr Dimeralos questioned if we have investigated an Arts & Culture grant. In which Zali identified that currently the action was just to investigate the opportunity at the Repat and the sub-working group have also seen an idea in implementing this in one of Council's other sites that are of significance.

Uncle Charles confirmed that the committee will be a part of the decision making if the project was to move from the Repat.

Cr Dimeralos raised the idea of having the project implemented at the Repat and at a site that Banyule manages directly.

Uncle Charles highlighted that the Repat is priority due to its significance in the space in supporting returned servicemen.

Action

- Other Council committee request – Zali to present

Discussion

Zali raised that all of the population Advisory committees that support Council have a socialisation engagement opportunity such as the last one that was held at ILCH.

The next social event has been discussed and everyone would like it to be hosted at Barrbunin Beek to have a yarnning circle about the upcoming referendum.

There is a third social event to be hosted at the end of the year which the committee will be empowered to have an opinion on what will be.

Action

Council Officer to inform Sherryn Prinzi Coordinator Community Impact, that they would welcome the next social event at Barrbunin Beek.

- Lantern Festival – Shelley to present

Discussion

Shelley identified that the Lantern Festival was a missed opportunity to educate the community about some of the animal's of significance to the Wurundjeri people such as the eagle. Shelley encouraged us to work with the festival operators to have a First Nations element.

Zali then shared that there was other community feedback that the Lantern Festival was a missed opportunity to showcase First Nations culture and the Arts & Culture team has noted this learning for all Council events moving forward.

Action

8. Close and date of next meeting 6:55pm – 7:00pm

- Confirm Actions arising
- Close meeting
- Next meeting: 14 June



Minutes RAP Advisory Committee

14 June 2023

RAP Advisory Committee | Minutes



Meeting details

Date of meeting	Wednesday, 14 June 2023
Time	5:30pm – 7:00pm
Venue	Hybrid options – Microsoft Teams or Barrbunin Beek Aboriginal Gathering Place
Chair/Facilitator	Shelley Ware
Minutes	Blair Colwell

Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as traditional custodians of the land and we pay respect to all Aboriginal and Torres Strait Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

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"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

Attendee

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Tom Conley	Banyule RAP Advisory Group Committee Member
Wally Johnson	Banyule RAP Advisory Group Committee Member
Shelley Ware	Banyule RAP Advisory Group Committee Member
Catherine Bradley	Banyule RAP Advisory Group Committee Member
Sue Harris	Banyule RAP Advisory Group Committee Member
Zali Mifsud	Banyule Council First Nations Lead
Kristen Munro	Banyule Council Barrbunin Beek Coordinator
Uncle Owen Butler	Banyule RAP Advisory Group Committee Member
Georgie Meyer	Banyule Council
Jo Southwell	Banyule Community Health
Cr Peter Castaldo	Banyule Council
Blair Colwell	Banyule Council

Apologies

Name	Affiliation/Organisation
Cr Elizabeth Nealy	Banyule Council
Maddi Miller	Banyule RAP Advisory Group Committee Member
Shane Grigg	Banyule RAP Advisory Group Committee Member

Items

1. Introduction 5:30pm – 5:35pm

- Acknowledgement of traditional custodians
- Inclusive Banyule Statement
- Welcome to members
- Apologies
- Housekeeping

2. Confirmation of Minutes and Actions from previous meeting 5:35pm – 5:45pm

- Confirmation of minutes
- Action arising

Action	Outcome or Update	Status
Action 1: Establish a volunteer working group from members of the RAP Advisory Committee to work with Council and Marketing and Communication to establish a comprehensive and consistent communication plan.	Completed as will be within the new strategy	Completed
Action 2: Sub-working group including Uncle Owen, Tom and Shelley to meet with the Repat hospital and then report back to RAP committee on discussions on how to progress the plaque.	Meeting has taken place with progression on the plaque further update in Additional Business	Ongoing
Action 3: Council Officer to organise for Hannes from Arts & Culture to discuss the exhibition and the acquisition of art		Completed
Action 4: Council Officer to arrange a sub-working group consistent of Uncle Charles and Shelley to discuss Uluru Statement from the Heart communications plan	Update: Complete – update in Additional Business	Completed
Action 5: Council Officer to arrange a sub-working group consistent of Uncle Charles and Shelley to discuss Uluru Statement from the Heart communications plan	Update: On Agenda for discussion at RAP meeting	Ongoing
Action 6: Council Officer to send draft EOI for the mural within Roseanna library with committee	Update: Not being completed until the end of the year	Ongoing
Action 7: Council Officer to share calendar of events for NRW week to committee		Completed

3. NAIDOC Week Discussions 5:45pm – 6:00pm

- Zali to present

Discussion

NAIDOC week is an opportunity for Aboriginal and Torres Strait Islander people to celebrate our culture and participate in a range of community events. Often staff in the First Nations Team have the added burden of running or facilitating activities in addition to participating in community events. Balancing these demands the First Nations Team will be delivering the following:

Elders Lunch on Monday the 3rd of July 12pm to 2pm. The purpose of this event is to celebrate the Elders in our community. Committee aren't required to assist or attend this event. Consideration will be given to personal invitations to community member Elders to attend this event.

NAIDOC Week T-shirt and Banner Workshop. In the lead up to NAIDOC week Barrbunin Beek will hold a banner and t-shirt printing workshop where community will be encouraged to design their own NAIDOC March T-Shirt, Banner or Tote Bag. This workshop will be on Wednesday the 28th of June 2023. RAP group members are invited to attend.

NAIDOC March on Friday the 7th of July 2023. As part of this event bus transportation to VAHS (starting point of the NAIDOC March) from Barrbunin Beek will be provided for community members who wish to participate in the March. Departure will be from Barrbunin Beek at 10am and returning from Federation Square at 3:30pm (approximately). RAP Committee members are invited to attend.

Council is administering an EOI process for Council staff to attend the march so leave entitlement doesn't need to be used. Committee acknowledging the difficulty for staff to both host events and participate in community events during NAIDOC week.

Committee enquired on how the broader community can celebrate NAIDOC week. That is the purpose of events at ILCH that Stef from the Arts Team is working towards. Arts Team will lead the work promoting and celebrating NAIDOC week.

ILCH and the Arts Team will be offering a range of events which promote and celebrate NAIDOC Week, these events will be accessible to the broader community and promoted widely through Banyule Council Channels.

Action

Barrbunin Beek to consider which local Elders should be invited to attend.

Invitation will be extended to RAP Advisory Committee to attend the March.

4. New Strategy Development 6:00pm – 6:30pm

- Georgie to Present as Zali has declared a conflict of interest.

Discussion

The committee put forward a recommendation for a Self Determination Plan, in line with this goal Council has invited expressions of interests from external consultants to work with the RAP Committee, Council and the community in its innovation.

Zali Mifsud has declared a conflict of interest and removed herself from the meeting for the duration of this agenda item.

Proposed that a Sub Working Group be established to assist in the process of evaluating and selecting a consultant for this work.

Procurement is excited to be contributing to the process of selecting a consultant as they navigate their best practice process with a First Nations community centred process.

Committee members have been reminded on the importance that no one in the meeting can communicate on this matter with Zali following this meeting.

Consultants have applied and will be assessed by the Sub Working Group.

The RAP Committee was invited to volunteer members for the Sub Working Group.

Sue Harris, Shelley Ware, Tom Conley and Uncle Charles Pakana have self-nominated to be part of the Sub Working Group.

The Sub Working Group will meet ideally in the next week to make recommendations on the preferred consultant to procurement.

Georgie to call meeting with the sub working group.

Action

The sub working group of Sue Harris, Shelley Ware, Tom Conley and Uncle Charles Pakana be established to assist in selecting a consultant.

Georgie Meyer to call meeting with the sub working group.

The recording of this meeting will be deleted following the minutes being concluded.

5. AHV MOU 6:30pm – 6:40

- Uncle Charles to Provide Update

Discussion

We have had a meeting with Aboriginal Housing Victoria with the goal of entering a MOU with them similar to the one Darebin Council has. Uncle Charles has been encouraged meeting with AHV. A couple of meetings with Andrea Levy who was involved with the tail end of the MOU at Darebin. Meeting with Mandy Bathgate has provided details of the 21/22 Darebin MOU which can be used as a template in developing up our MOU.

Council would need to suspend the rates on the properties as part of this agreement.

With the money savings more funds can be committed to maintaining the properties.

Another important part of the MOU is advocating for increased affordable housing.

Uncle Charles has taken the first steps for the subcommittee, the sub committee will continue to meet now that further information available.

Action

The slides of the presentation to be distributed to the committee.

Uncle Charles to speak with Andrea Leavy and seek clarification on how AHV have changed or made improvements.

6. General Business 6:40pm – 6:55 pm

- Call for any general business items
- Committee catch up (19 July)
- Plaque update

Discussion

Committee requested an update on the Spirit Trail,

We are working with a graphic designer on the concept design and working with the Comms Team and TO's on the finalisation of the design.

We are hoping this will be completed this calendar year. There will be a launch as part of this project.

Tom outlined he would have a period of leave and will be unavailable for meetings during this period.

Exhibition on at the Manningham Council Gallery well worth seeing. Artist is Belinda Masson.

Elders with welcomes to country and not burdening them too much. Start thinking about younger TO's who can do welcomes. Alex Splitt who has been given permission by Wurundjeri to do welcomes. Committee to consider others who could also fulfill this role.

Tom raised that there are trainings for Mob and Non-Mob to do acknowledgements which is very good. Tom to distribute further details.

Shelley raised concern that she doesn't have access to Thomas Mayo link and wants to promote through Banyule Social. The link has been published and has been promoted widely through the Banyule Community. In addition Barrbunin Beek intends to hold forums where we play the Thomas Mayo interview. Link still should be active and accessible, if committee experience issues accessing the links please raise them with the First Nations Team. Link to Thomas Mayo event recording;

<https://www.facebook.com/100067580080160/posts/562972925965372/?mibextid=rS40aB7S9Ucbxw6v>

Zali noted the Population Committee catch up on the 19th of July (evening event) to have an open conversation about the referendum. Its an informal conversation but extending an invitation to RAP Committee to attend. This will be an in person only event.

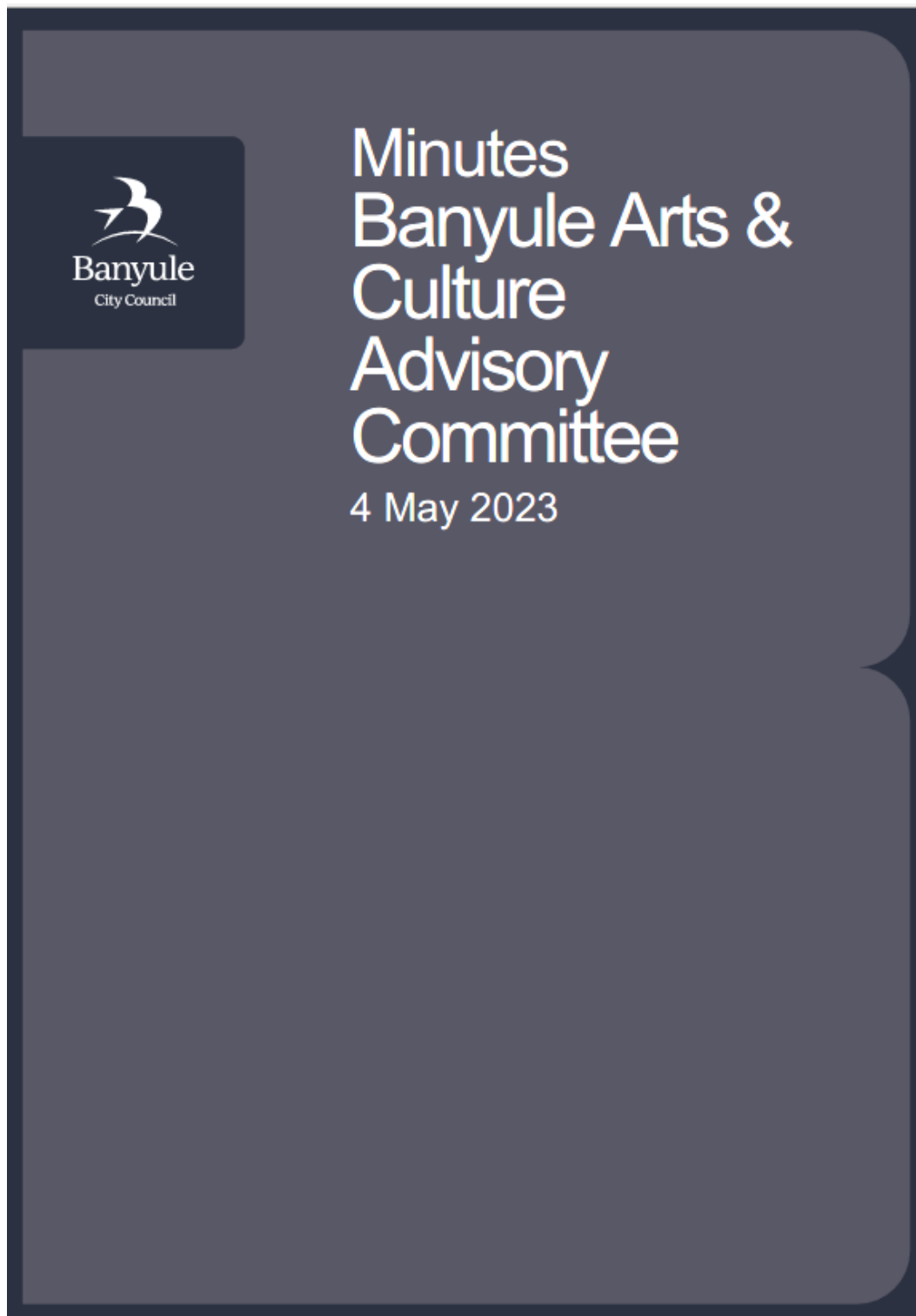
Uncle Charles raised concerns about the process that went towards the invitation and subsequent cancelation of invitation for David Littleproud to attend a forum exploring the referendum as it is embarrassing. Uncle Charles' further raised that Council needs to be 'braver' in this space. Uncle Charles wants an undertaking from Council that we won't have a repeat of this sort of process.

Plaque for the forgotten soldiers and warriors at the repatriation hospital update; how it would look on poles or on a rock in the garden. We are up to the wording stages of the plaque which will come back to the group with completion next year with ceremony.

Action

7. Close and date of next meeting 6:55pm – 7:00pm

- Confirm Actions arising
- Close meeting
- Next meeting: 13 September



Arts and Culture Advisory Committee | Minutes



Meeting details

Date of meeting	Thursday, 4 May 2023
Time	6pm – 7.30pm
Venue	Ivanhoe Library & Cultural Hub (Wilim Ngarrgu Community Meeting Room 2) 275 Upper Heidelberg Road, Ivanhoe3079
Chair/Facilitator	Cr. Elizabeth Nealy
Minutes	Hiroki Kobayashi

Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

Diversity Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

Attendee

Attendee name	Affiliation/Organisation
Joanne O'Hara	Community Member
Genelle Ryan	Community Member
June Gassin	Community Member
Janelle Dunstan	Greenhills Neighbourhood House
Caroline Wall	Community Member
Deb Lemcke	Community Member
Craig Eloranta	Community Member
Kevin Ritchie	Community Member
Paul Higgins	Empire Studios
Kate Hansen	YPRL
Leah Crossman	Bundoora Homestead Arts Centre
Cr Elizabeth Nealy	Banyule City Council Councillor & Mayor
Cr Peter Dimarelos	Banyule City Council Councillor
Kath Brackett	Director Community Wellbeing
Hannes Berger	Arts & Culture Coordinator, Banyule Council
Georgie Meyer	Manager, Inclusive & Creative Communities
Hiroki Kobayashi	Arts & Cultural Development Officer, Banyule Council

Arts and Culture Advisory Committee

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Apologies

Name	Affiliation/Organisation
Amy Stephenson	Community Member
Peter Dimarelos	
Kevin Ritchie	
Janelle Dunstan	

Agenda Items

1. Welcome & Apologies (Cr Nealy)

6.00pm – 6.05pm

- Acknowledgement of Traditional Custodians
- Diversity Statement
- Apologies
- Welcome Georgie Meyer
- Actions from previous meeting:
 - Hannes to send Census data to Committee.

2. Advisory Committees Term Extension

6.05pm – 6.10pm

- Extension of term to end 2023 – interest from committee
- Two year terms - aligned to councillor mayoral election. As this committee formed in the middle of 2021 started, the term technically finished in July, but proposal to invite members to stay on until end of the year.

Action

Hannes to send out email seeking confirmation and agreement that committee members are happy to extend their term until the end of 2023

3. Banyule Art Collection New Acquisitions (Hannes)

6.10pm – 6.30pm

- Background & context
- Art Collection Working Group - recent activity
- Recommended art works to be acquired into Banyule Art Collection
- Recommendation needs to be formalised by BACAC
- Leah and Caroline formed working group. Steph Neoh (art curator) recommended 8 artworks for acquisition which the working group assessed and made decisions based on Art Collection acquisition criteria.
 - BACAC were issued the working group report detailing the selected artworks, artists and working group meeting minutes.
 - Total of \$27,000 worth of new artwork has been recommended for acquisition + \$3,000 in framing
 - Interesting mix of works, collage people's choice works on paper, ceramics,
 - Local artists, representing local landscapes, environmental sustainability and focus on community, tied in well with acquisition policy.
 - Two works are commissions which are being created in collaboration with Wurundjeri council, for Reconciliation week 2024

Recommendation

That Council note the unanimous BACAC recommendation to endorse proposed acquisition of 8 new artworks

4. Creative Banyule 2030 (Hannes Berger)

6.30pm – 7.15pm

- Discussion - Strategy at a Glance
- Discussion in groups – potential actions
- Consolidate & next steps
- Workshops with community, internal workshops, councillors – lots of consultation

Discussion

Feedback on Strategy at a glance:

Some key points raised:

- 7 Year strategy is ambitious – importance of considering how this will be broken up (short/medium/long term outcomes) and ensuring relevance in the lifespan of the strategy.
- Possibilities/opportunities around digitation – e.g. Youtube, multimedia platforms to showcase collections/archives/what artists are doing in Banyule
- Strategy touches on increasing participation but does not explicitly state accessibility directly.
- Need for cultural ecology audit – where are the spaces? Whose are they? Where is the public art? What's happening/what's missing?
- How can council be more of an enabler and support what is already going on by strengthening links/connections within the community.
- Overall response by BACAC to the direction the strategy is taking is positive.
- Timeline next steps:
 - Mid-July – draft strategy document to be sent out to BACAC which will be followed by a meeting to endorse draft strategy.
 - Draft will then go to EMT to provide feedback. Followed by Council to endorse.
 - Draft will then be published on Shaping Banyule to receive community feedback (6 weeks).
 - Following analysis of feedback and final edits, strategy will then go to council for final approval with adoption anticipated for November 2023.

5. Arts & Culture Grants 2023 – Working Group (Hannes)

7.15pm – 7.20pm

- EOI process for 2023 working group.

Action

Hannes to send around email for EOI for interest in being part of grants assessment panel

6. Other Business (Cr. Nealy)

7.20pm – 7.25pm

- Joint Advisory Committee Event – 7pm – 8.30pm, 8 June at Barrbunin Beek
- Banyule Volunteer Celebration – Wed 17 May, 5.40pm -10pm. Great Hall, Centre Ivanhoe.
- Resilient Banyule Working Group – May (details tbc)

Action

Hannes to send out details for Barrbunin Beek event, Banyule Volunteer celebration and Resilient Banyule Working group.

7. What's On (Hannes Berger)

7.25pm – 7.30pm

- Chillin' in Banyule - 18 May – 4 June
- ILCH programming:

Arts and Culture Advisory Committee

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- [A Gift of Fire](#) (ceramics exhibition)
- [Going Deeper](#) (Grant recipient)
- Walk the River (Uncle Jim Berg)
- Artists in Residence – Claire Ellis, Hollie Nair (Going Deeper)
- BACAC member highlights/events:
 - [YPRL IDAHOBIT and Reconciliation Week event](#)
 - [Live Music at Empire Studios](#)
 - [Yirramboi Festival](#)

Close and date of next meeting (Cr Nealy) 7:30pm

- Next meeting – scheduled Thursday 3 August 2023 at Ivanhoe Library & Cultural Hub.

This may be rescheduled – or additional meeting added – to week of 10-14 July, to align with Council meeting timelines around adoption of Creative Banyule Draft



Minutes Banyule Environment and Climate Action Advisory Committee 9 June 2023



Banyule Environment and Climate Action Advisory Committee | Minutes

Meeting details

Date of meeting	Friday, 9 June 2023
Time	6pm – 8:30pm
Venue	Room 4.06, Level 4, 1 Flintoff Street Greensborough
Chair/Facilitator	Cr Alida McKern
Minutes	Damien Harrison

Acknowledgement of the Traditional Custodians

“Our meeting is being held on the Traditional Land of the Wurundjeri Woi-wurrung people and, on behalf of Banyule City Council, I wish to acknowledge them as the Traditional Custodians. I would also like to pay my respects to the Wurundjeri Woi-wurrung Elders, past, present and emerging, and to acknowledge other Aboriginal and Torres Strait Elders joining us today.”

Inclusive Banyule Statement

“Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation, and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community.”

Attendee

Attendee name
Kellie Watson – BECAAC Member
Michelle Giovas – BECAAC Member – Online
Alex Tzikas – BECAAC Member
Vicky Rowe – BECAAC Member
Paul Gale Baker – BECAAC Member
Cr Alida McKern
Mayor Peter Castaldo
Damien Harrison – Environment Coordinator
Ellie Hall – Community Climate Action Lead / Contact Officer

Apologies

Name
Denise Fernando – BECAAC Member
Cr Tom Melican
Trivess Moore – BECAAC Member
Sarah Bandey – BECAAC Member
Lynne Seijka – BECAAC Member

Items

1. Introduction

Acknowledgement of traditional custodians
Diversity Statement

2. New Business

SOE Indicators:

- The briefing provides a summary of achievements over the year and how we are tracking against the indicators.
- Cr Castaldo provided some of his insights via email earlier in the day.
- Ellie asked the group if there are any gaps in our indicators. Suggestions include:
 - Contamination of organics
 - Engagement with the community – quantitative indicators around events and programs, and the impact of those events on behaviour or awareness.
 - Scope 1 & 2 emissions – can we separate these out?
 - Indigenous species planted – could also have total # trees planted on nature strips, public open space, separate out native vs indigenous.
 - Number of planning applications that included native vegetation removal where some or all of the removal was approved. Investigate pre and post COVID figures. Potential case studies of typical approved applications.
 - Scope 2 is now removed, though it would be good to recognise that this is now zero in the data and graphs (if possible).
 - What makes up the scope 1 – break this down further.
 - Sustainable Procurement – setting a baseline for recycled materials.
 - Electric no gas in building – can we track this?
 - Continue reporting on the snapshot tool for emissions.
 - No requirement for implementing the Green Factor tool. Could we develop an indicator around this? We can by negotiation influence developers to use it. The BESS could be too broad.
 - How do we show the impact of our energy efficiency and other work to reduce our energy demand? Should we consider an indicator around this?
- Is the SoE reporting on the measures of emissions reduction or the initiatives we are undertaking to deliver emissions reduction? How much resourcing should we allocate to promoting the achievements through programs and initiatives vs reporting on emissions data?
- Are we working on the right initiatives?
- How often do we need to see the emissions data? Is once every two years appropriate?
- More difficult for us to track emissions municipal wide and the impact of our initiatives vs the corporate emissions work.
- Programs should evaluate our initiatives at adequate intervals to answer the question: is the initiative delivering the desired outcome?
- Need for agility to respond to change along the way.
- Energy use indicators for spaces.
- Currently no incentive for planners to negotiate good outcomes with developers.
- Where a developer does opt for electric, what is the driver of this?
- Recommendation from Cr Castaldo: Motion – a BECAAC working group be established to progress indicators for the upcoming SoE.

Officers to draft a ToR for this group and further info to circulate to BECAAC by July.

Community Batteries:

- Council is being increasingly approached to support or partner on community batteries.
- Council can consider passive lease income for the DNSP model.

- Recognition that the Community Battery model provides an actual benefit to the community, whereas the DNSP is more beneficial to the provider.
- Recognition that the Bellfield battery is well located to support community relief, though only if property owners can afford the capital investment in solar.
- Currently no example of the Community model in practice.
- Market rules need to be adjusted to enable.
- The Community model can support residents who can't access solar – cross subsidising to benefit a larger cohort of people.
- Recognition of the resource intensiveness of batteries (i.e. minerals needed to manufacture).
- EVs shouldn't be a replacement for all petrol vehicles – need to promote more sustainable transport option.
- Sentiment that both options should be explored further.
- Given the DNSP model is shovel ready, perhaps this is the best short-term focus whilst progressing the community model in the background.
- Comment that there is not enough incentive for many residents to go solar at the moment – cost prohibitive.

Adaptation & Corporate Emissions Plan:

- Note that adaptation indicators should be considered for the SoE once the project is completed.
- Health impacts – Council's Resilience Framework will have a larger focus on supporting community health in a changing climate.
- Information needs to be shared about the health benefits of trees in the urban environment.

Officer Updates:

- Would anyone in the group be interested in being in a photo using one of Council's thermal cameras at their home as part of our promotion of the service – Paul has nominated to participate.
- Environment Grants BECAAC members encouraged to participate in initiative - Paul, Alex and Vicky volunteered.

HIGHLIGHTS

- This year BECAAC have inputted into the Community Infrastructure Framework, ensuring that it properly defined the term 'Natural Environment' and recognised the effect buildings have on their local biodiversity and ecosystems, and how this could be a more positive relationship.
- BECAAC ensured the Urban Forest Strategy took biodiversity and local ecosystems seriously, embedding these themes into the guiding principles and then ensuring they flowed right through to the actions.
- BECAAC recommended a program of Community Energy Officer drop-in sessions which are now operating once a month each at Ivanhoe Library & Watsonia Library.
- BECAAC ensured that the operating life of a potential new pool at Olympic Leisure was considered in terms of environmental impact from chemicals.
- BECAAC ensured the great work of the Montmorency Biodiversity Group in monitoring and protecting Krefft's Gliders was recognised in the new No Local Extinction Plan.
- BECAAC have representatives who are working closely with the Urban Food Strategy development team to ensure our Community Gardens are supported.
- BECAAC have formed a Biodiversity Working group to ensure the Biodiversity Plan is responsive to local ecological threats and opportunities.

UPDATES

- All advisory committee terms to be extended to align with Council term finishing 31st October 2024
- Recruitment for four new BECAAC members in July
- Could the group view and accept any new nominations as part of the ToR for selection? Consider ToR to ensure it aligns with other committees.
- Shaping Banyule – community consultation on Governance rules <https://shaping.banyule.vic.gov.au/GovRules>
- Fo MoU – being led by the Parks & Natural Environment dept. Keep BECAAC updated.

Councillor Updates:

- ALGA conference coming up in Canberra that will be attended by Cr McKern, Cr Melican & Cr Dimarelos
- Great opportunity to put motions up to the Federal Government. Electrification of leisure centres and fleet transition are the two motions put forward this year, as did many other councils.
- Nillumbik taking a lead on tabling a package of motions for councils in the region and will speak to the package.
- Motion for food relief – that a National Food Security Policy be established.

- ICLEI – Council resolved to sign up for a trial. Councils have signed a submission regarding the Federal budget – recommendation that the Feds partner on the \$200M package for initiatives. Current Federal gov proposal is for the program to be offered through financial institutions.
- CEA – nationwide initiative supporting Local Government in effectively addressing the climate emergency.
- CEA nominations for the new executive – Cr McKern was successful in her nomination and will sit on the executive committee over the next term.

3. Standing Items

Urban Food:

- April 18 last meeting. One more this FY.
- Steering Group to consider a draft before it goes to Council.
- Briefing went up to Council last Monday night.
- Council will consider it on 26 June for public consultation.
- Very critical initiative. How do we deliver it successfully on the ground to get outcomes?
- Enormous cost of living stress placed on people - will the plan actually contribute meaningfully to address this? To make a difference to people's lives.
- Local access to fresh food will provide fresher food with low food miles.
- Food swaps are on the decline, but it is not clear why.
- Urban agriculture not at a significant scale in Banyule.
- Community gardens – key role to help educate people about how to grow their own food.
- Sustainable MacLeod – many pages are attracting thousands of hits, particularly around food-related topics. Indicator that there is a hunger for local food.

Biodiversity Working Group:

- Have met three times and discussed what is biodiversity and ensuring there is a good understanding of its importance and engagement with the community.
- Group was close to forming some goals and objectives to take out to broader consultation.
- Identifying issues, gaps, priorities, and opportunities
- Follow up meeting to further refine work following broader consultation.

NELP:

- Have had second meeting on the community working group. New urban design and landscape plan coming out for the section south of Watsonia station to the M80 (northern package).
- The consultancy engaged for the south section also engaged for the northern package.
- Trench will be 3 x the width of the original road prior to the project commencing.
- Council doing ongoing advocacy.

New Contact Officer:

- Ellie departing on maternity leave in mid-July. Council has recruited someone (Rowena) to backfill Ellie for 12 months. She is coming from Nillumbik with lots of relevant experience.
- Rowena will convene BECAAC in Ellie's absence and oversee the SoE and Climate Adaptation work.
- Ellie to e-introduce Rowena to BECAAC before she departs.
- Ellie thanked BECAAC and praised the group for its constructive and insightful feedback to inform Council's programs and initiatives.
- Cr McKern and the group thanked Ellie for her excellent work in managing BECAAC, including her thorough planning and organisation, and expressed their best wishes.

Next meeting 7 September 2023



Minutes Multicultural Committee

3 May 2023



Multicultural Committee | Minutes

Meeting details

Date of meeting	Wednesday, 3 May 2023
Time	6.00pm-7.30pm
Venue	Ivanhoe Library and Cultural Hub, 275 Upper Heidelberg Road
Chair/Facilitator	Cr Fiona Mitsinikos
Minutes	Lisa King

Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

Diversity Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

Attendee

Attendee name	Affiliation/Organisation
Cr Fiona Mitsinikos	Councillor Hawdon Ward
Louisa Ong	Community Member
Ginger (Lan) Jiang	Community Member
Samira Liban	Community Member
Jeyarajah (Raj) Ramanathan	Community Member
Alaa Elzokm	Community Member
Albert Fatileh	Community Member
Ansum Sadik	Community Member
Lisa King	Community & Social Planner, Banyule City Council

Apologies

Name	Affiliation/Organisation
Melina Linardotos	Community Member
Naaz Fahmida	Community Member
Susan Zhou	Community Member

Items

1. Introduction 6.00 – 6.05pm – Cr Fiona Mitsinikos

Acknowledgement of traditional custodians
Diversity Statement

A quorum was not reached at this meeting due to attendance.

Since meeting in February, the Multicultural Committee has received three resignations. Mandira Panday, Baljit Singh and Linda Liwewe were thanked for their contribution and time on the committee.

As a result, there are vacancies on the Multicultural Committee. Council will start the process to recruit for new members. If any committee members know of people from their community who would be interested in joining the committee, you are invited to contact Lisa King to discuss.

The following days of religious and cultural significance were acknowledged:

- Holi – 8 March - Hindu festival that celebrates love, spring and the victory of good over evil.
- Easter and Orthodox Easter – 9 April and 16 April – Celebrating the resurrection of Jesus Christ following his death by crucifixion.
- Eid ul Fitr – 22 April – Celebrated by Muslims worldwide that celebrates the end of Ramadan, the Islamic holy month of fasting.
- Vesak / Buddha Day – Friday 5 May – major Buddhist festival, celebrating the birth, enlightenment, and death of the Buddha.

Action

Lisa King to check if the days of significance calendar is available on Council website.

Lisa King to check if Naw Ruz has been included on the calendar.

Naw Ruz is the first day of the Bahá'í calendar year and Persian New Year, it is celebrated in countries with significant Persian cultural influence, including Afghanistan, Azerbaijan, India, Kyrgyzstan, Kazakhstan, Pakistan, Turkey, Tajikistan, Turkmenistan and Uzbekistan.

2. Minutes from previous meeting 6.05 – 6.10pm – Cr Fiona Mitsinikos

AGENDA ITEM	ACTION ARISING	PROGRESS
ICAN		At a council meeting on 20 March 2023, Council endorsed the International Campaign to Abolish Nuclear Weapons Cities Appeal. Council have written to Ms Kate Thwaites MP to state Banyule warmly welcomes the adoption of the Treaty on the Prohibition of Nuclear Weapons by the United Nations in 2017 and calls on the Australian Government to sign and ratify the Treaty without delay. The Multicultural Committee are thanked for providing their recommendation regarding this issue.

3. Standing Agenda Item 6.10-7.10 – Cr Fiona Mitsinikos and Lisa King Information share for committee members

Soccer marathon event – Sheikh Alaa

Multicultural Committee

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Sheikh Alaa with support from Soccer Victoria and Melbourne Victory plan to run a soccer marathon event which aims to raise awareness and support for refugees. The original plans had to be postponed due to a clash in soccer season but hope to run an event in October-November 2023. The event will include a focus on mental health, bringing multifaith communities together, gender equity and engaging young people. Banyule City Council will support the planning and promotion of the event. More details to be provided closer to the event.

Women's World Cup – Sheikh Alaa

The 2023 FIFA Women's World Cup will be jointly hosted by Australia and New Zealand. Sheikh Alaa has been selected as one of 15 people to support and promote the event. Information will be shared.

Sheikh Alaa will use his platform at the mosque to talk about women playing soccer.

In August 2021, 35 young girls and women came to Australia on humanitarian visas. They were active members of the Afghan National Women's Team football program and were targeted by the Taliban. The team is supported by Melbourne Victory to now play and train in Australia. The team have not been given formal recognition from Fifa which means they cannot compete in professional matches or receive the funding they need to support their players and staff. The team will play friendly matches before the start of the World Cup. Through his advocacy, Sheikh Alaa continues to bring attention to these issues through the community and the Muslim community.

Action

Lisa King to speak to Banyule City Council's Sport and Recreation team and share information about the World Cup.

Older adults social group for Tamil speaking residents –Jeyarajah (Raj) Ramanathan

Raj identified there is a need and community request to support the development of a social group for older Tamil speaking residents in Heidelberg.

Action

Lisa King to link Raj with Kim Phu, the Age Friendly Community Development Officer to support the establishment of the group.

Proposed Committee Extension

- Feedback has been received from across the Advisory and Population Committees.
- A report will go up to Council in June and an update provided.

Population Committee Updates

See Briefing Paper for updates.

The Age Friendly Committee is focusing on Council's support for the EveryAGE Counts campaign. EveryAGE Counts is an advocacy campaign aimed at tackling ageism against older Australians.

Harmony Day

Cr Mitsinikos provided an update on the Harmony Day event held on 21 March 2023 at Bellfield Community Hub. The Committee were shown photographs and told about stories from the event.

The Committee also noted the feedback provided by the Age Friendly Committee regarding making the event even more inclusive in the future by inviting more multicultural groups from the community.

Opportunities for future engagement identified:

- Macleod College have an international students and intensive English language program for students. They have an international student coordinator, multicultural education aides and intensive language education program manager who work together to maximise student learning and cultural experiences. Victoria Police have delivered sessions at Macleod College in the past.

Racism

Banyule Council has an opportunity to participate in an anti-racism project called Understanding Reporting Barriers and Supporting Needs of People Experiencing Racism run by VicHealth. The project seeks to listen to communities through community forums, focus groups and a community survey. The results from the project will provide Council with a more in-depth understanding of racism in Banyule, the barriers to reporting and supports needed.

Discussion

The Committee supported the idea to participate in this project.

- Sheikh Alaa is currently working with the Islamic Council of Victoria regarding reporting islamophobia. Other work includes visiting non-Muslim schools to provide cultural awareness.
- The committee reported a need for people to report racism.
- The committee reported hearing reports of crimes targeting different racial groups including house burglaries and street crime.
- The committee noted the importance of working with the Reconciliation Action Plan committee on this project to record and hear the voices of First Nations community.

Action

Lisa King to engage with the Victoria University to understand more about the research project and the requirements for participation.

Welcoming Cities

The committee was provided an overview of Welcoming Cities and the standards (see Briefing Note). The committee were then asked to identify areas which Council can strengthen their action and supports for multicultural communities.

Discussion

- The committee identified the need for more awareness raising opportunities that provide information and understanding about other cultures, backgrounds and religions. This could include more events which bring people of different backgrounds together, sharing of information about key days of cultural or religious significance, community members from different background attending key cultural or religious celebrations like Ramadan and Eid. Large scale, community messages acknowledging days of significance which show a visual commitment to inclusion and diversity.
- More cross generational opportunities like Harmony Week where members of the community can share stories, things from their own culture to help show the similarities and difference that exist.
- More opportunities for grants that encourage different cultural or religious groups who have not previously worked together to collaborate on projects.
- Create opportunities in the community to be involved in sporting activities. For example, programs like Melbourne Victory school holiday programs that give opportunities for Muslim girls to be part soccer. Provide funding support to opportunities like this.

Refugee Welcome Kit

- The refugee welcome kit has been drafted (see attached).
- Gaps and opportunities – discussion with committee

Discussion

Feedback from the committee noted:

- If the resource is for the community translation into community languages is necessary
- Include list of free activities available locally
- Include list of peer support opportunities – opportunities to volunteer
- Social connection for refugees, asylum seekers and newly arrived migrants is important
- Events targeting members of multicultural backgrounds should be promoted eg. Women's only swim nights, Refugee Week events

Refugee Week

World Refugee Day – 20 June

Celebrates the strength and courage of people who have been forced to flee their home country to escape conflict or persecution.

Refugee Week - Sunday 18 June – Saturday 24 June

Annual activity to inform the public about refugees and celebrate positive contributions made by refugees to Australian society.

Community Event/Engagement opportunity

Suggested idea to be youth focused where young people have an opportunity to develop their own community message about supporting refugees. This event could include an opportunity to learn more about experiences of refugees and the challenges they face when settling in Australia.

The event could include an art therapist to work with the group to create the message or artistic representation of their message. This message could then be shared with the wider community.

Action

Lisa King to invite member of the Afghanistan Women's Football Team to speak to the committee

Multicultural Committee

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4. Council updates 7.10 – 7.20 – Lisa King

Next Joint-Committee Event

Planning is underway for the next Joint-Committee Networking Event, this will be hosted by the Reconciliation Action Plan Committee at Barrbunin Beek in June 2023.

More details will be provided.

2023 Banyule Volunteer Celebration

Invitation to join the Banyule Volunteer Celebration on Wednesday 17 May, 5.40pm arrival for a 6.00pm start at The Centre Ivanhoe. The evening will be hosted by radio broadcaster and writer Jacinta Parsons.

Please let Lisa know as soon as possible if you would like to attend.

5. Any Other Business AOB 7.20pm-7.30pm – Lisa King

Malahang Festival – 12 November 2023

Due to time constraints, this item was not discussed fully and will be discussed at the June meeting. If members have any ideas for the event, any specific things to be included or recommendations for cultural performances or activities please contact Lisa King.

Annual Victoria Police Community Sentiment Survey – 2023

Survey now closed

6. Close and date of next meeting

21 June 2023



Multicultural Committee | Minutes

Meeting details

Date of meeting	Wednesday, 21 June 2023
Time	6:00 – 7:30pm
Venue	Ivanhoe Library and Cultural Hub, 275 Upper Heidelberg Road, Ivanhoe, Community Meeting Room 1 – Upper Ground
Chair/Facilitator	Cr Fiona Mitsinikos
Minutes	Lisa King

Acknowledgement of the Traditional Custodians

“Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region’s history.”

Diversity Statement

“Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community.”

Attendee

Attendee name	Affiliation/Organisation
Louisa Ong	Community member
Ginger (Lan) Jiang	Community member
Samira Liban	Community member
Melina Linardatos	Community member
Alaa Elzokm	Heidelberg Mosque
Ansum Sadik	Victoria Police

Apologies

Name	Affiliation/Organisation
Jeyarajah (Raj) Ramanathan	Community member
Albert Fatileh	Victoria Police
Naaz Fahmida	Community member

1. Introduction 6.00 – 6:10pm – Cr Fiona Mitsinikos

Acknowledgement of traditional custodians
Diversity Statement

A quorum was not reached at this meeting due to attendance numbers.

Cr Mitsinikos acknowledged this meeting falls within Refugee Week (20 – 26 June 2023)

Refugee Week is Australia's peak annual activity to inform the public about refugees and celebrate positive contributions made by refugees to Australian society. Refugee Week provides a platform where positive images of refugees can be promoted in order to create a culture of welcome throughout the country.

The 2023 – 2025 theme is finding freedom

To live without the fear of war, to have your basic human rights upheld, to live in equality and without the fear of persecution are just some of the examples of what freedom can entail. Everyday millions of people across the world embark on dangerous journeys for the sole purpose of finding safety and freedom. From Australia to nations across the globe, settling into a new environment after experiencing the perils of a refugee's journey can also provide the opportunity to live, to love and to dream.

Cr Mitsinikos congratulated Sheikh Alaa who received the Order of Australia Medal in the general division on the King's Birthday this month. Sheikh Alaa was awarded this for his service to the Islamic community.

2. Minutes from previous meeting 6.10 – 6.15pm – Cr Fiona Mitsinikos

Agenda Item	Action Arising	Progress
Days of significance calendar	Check if calendar is available on Council's website Naw Ruz included on calendar	In progress
Support for Older Tamil speaking community members	Lisa to link Raj with Kim Phu	Completed
Understanding racism research project	Lisa to engage with Vic University	In progress
June meeting – Refugee Week	Lisa to invite member of the Afghan National Women's Football team to speak	Completed

3. Consultation 6.15 – 6.30pm – Jane Nixon

Inclusive Employment Program

Jane Nixon from the Inclusive Enterprise and Local Jobs team at Banyule joined the meeting to discuss the existing program, proposed changes and opportunities to further support diverse communities struggling with access to employment. See Briefing Paper for details.

Discussion

Inclusive employment program comments, questions and suggestions:

- What does Banyule do to support a person to write an application? Are there options for a candidate to call Council and directly discuss employment opportunities through the program?
- Do candidates have support or flexibility for clothing options and work wear? Finding appropriate and affordable office wear can be a barrier for some job seekers. Does the project create a safe environment for people to ask about clothing choices.
- How is the program promoted in the community? Is it promoted through employment service providers, Shop 48 and social media? Are there opportunities to promote through English language schools and secondary schools?
- The current wording on eligibility was unclear. Does an applicant need to be both aged 18-25 and have identity with one of the specified identities?
- Is speaking English a requirement for the program?
- Have you engaged with Settlement Services – they provide short courses for tips for employment for newly arrived members of the community

4. Malahang Festival 6.30 – 6.45pm – Lisa King

The Malahang Festival returns on Sunday 12 November 2023, 10am – 4pm at Malahang Reserve Heidelberg West.

Discussion

The committee discussed the upcoming event and provided the following feedback and suggestions:

- the inclusion of water stations at the event is very important
- Plans, maps, and timetables can help people see what is happening at different times and can help people plan their visit
- Parking is always a challenge and can be a barrier for attendance. Are there other transport options like a shuttle bus from train station or other central location?
- Safety of children at the event – seen at other events is a wrist band that children can be given when they enter with their phone number in case they are separated from their parent.
- Victoria Police are happy to be involved and be present at the event – community engagement opportunity for them to allow children to sit in a police car and flash the lights etc.
- Include activities that engage and interest teenagers at the festival
- An opportunity to engage members of the Afghan Women's Team (soccer) at the festival – come and try event, skills

5. Guest speaker – 6.45 – 7.15pm – Mursal Sadat

Fatima Mursal Sadat and 4 other members of the Afghanistan Women's National Soccer team attended the meeting to share their experiences coming to Australia as refugees.

Multicultural Committee

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Mursal began playing soccer in 2017 and played until the Taliban took control of Afghanistan in 2022. Mursal and members of the team came to Australia on humanitarian visas during the evacuation. They had to leave their families and travel alone. Mursal is currently living in Melbourne and playing for the Afghan Melbourne Victory.

Mursal is working as a junior designer and is a full-time student. She studied a diploma of Graphic Design in Afghanistan. She now has permanent residency status.

For more information on the Afghan Women's Team and how to support them:

<https://awtfootball.com/>

<https://melbournevictory.com.au/awt-hub>

To attend games, the fixture can be found here:

https://websites.mygameday.app/round_info.cgi?action=MATCH&fixture=72409721&c=0-8746-206412-620589-26963895&pool=0

The next game is:

Melbourne Victory FC AWT (Afghan Women's Team) Vs Alphington FC

Location: Ron Barassi Snr Reserve 1

Date: Sunday 9 Jul

Time: 3:00pm

The areas identified during the discussion where these women and other refugees would benefit from more support include:

- Greater access to trauma counselling
- More employment opportunities
- Improved educational pathways
- Support that goes further than just media coverage

6. Standing Agenda Item 7.15 – 7:20pm – Cr Fiona Mitsinikos and Lisa King

Information share for committee members

Eid Al Adah will be celebrated on 28 June.

Eid al Adha the second and the largest of the two main holidays celebrated in Islam and the day is significant because it marks the climax of Hajj or Pilgrimage, the fifth pillar of Islam.

Refugee Week

The refugee week event was held at Ivanhoe Library and Cultural Hub on Saturday 24 June.

7. Council updates 7.20 – 7.30 – Lisa King

Joint Committee Yarning Circle

Multicultural Committee

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A chance to come together meet members from all Council committees to discuss the upcoming referendum.

Date: Wednesday 19 July 2023

Time: Dinner from 6.30pm

Yarning Circle 7 – 8:30pm

Location: Barrbunin Beek Aboriginal Gathering Place, 65 Catalina Street, Heidelberg West

Citizenship Ceremony

Banyule City Council held a Citizenship Ceremony on 7 June 2023.

141 adults and 18 children receive their citizenship.

There were conferees from 45 different countries:

- 36 from India
- 16 from United Kingdom
- 17 from Iran
- 9 from Vietnam
- 8 from South Africa
- The oldest conferee 81 years of age (from Vietnam)

8. Any other business 7.30 – Lisa King

Upcoming Council event

Voice to Parliament Referendum - panel discussion

Held on Thursday, 29 June 2023 at Ivanhoe Library & Cultural Hub

9. Close and date of next meeting

16 August 2023



Minutes Banyule Disability & Inclusion Committee

26 April 2023

Disability & Inclusion Population Committee |

Minutes



Meeting details

Date of meeting	Wednesday, 26 April 2023
Time	5.30-7.00pm
Venue	Wilim Ngarrgu Community Meeting Room 1, Ivanhoe Library and Cultural Hub - 275 Upper Heidelberg Rd, Ivanhoe.
Chair/Facilitator	Cr. Castaldo
Minutes	Sherryn Prinzi/Xenia Taunt-Rivers

Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

Inclusive Banyule Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

Attendee

Attendee name	Affiliation/Organisation
Cr Castaldo	Chair
Emma Lowe	Disability & Inclusion Committee Member
Parvin Ahadi	Disability & Inclusion Committee Member
Shannon Joyce	Disability & Inclusion Committee Member
Laila Fernandez	Disability & Inclusion Committee Member
Merryn Lawson	Disability & Inclusion Committee Member
Allan Leenaerts	Disability & Inclusion Committee Member
Alisha Rotella	Disability & Inclusion Committee Member
Sherryn Prinzi	Banyule City Council
Xenia Taunt-Rivers	Banyule City Council
Luca Verduci	Banyule City Council

Apologies

Name	Affiliation/Organisation
Cr Champion	Co-Chair
Kath Brackett	Banyule City Council

Disability & Inclusion Population Committee

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Jo Wilson	Banyule City Council
Sarah Hockey	Disability & Inclusion Committee Member (apology)
Elizabeth Parry	Disability & Inclusion Committee Member
Donna Pritchard	Disability & Inclusion Committee Member
Ros Melling	Disability & Inclusion Committee Member

Items

1. Introduction

- Acknowledgement of traditional custodians and Banyule Diversity Statement as read by Cr Castaldo
- Resignation and acknowledgement of Nick Bramford.

Action

Action 1: Sherryn to write to Nick to thank him and send committee best wishes.

2. Minutes from Previous Meeting

Agenda Item	Action Arising	Progress
Inclusion@Sport	Brooke to consider if Council would support people with disability to establish a cricket club/group	In Progress – An update will be shared when it becomes available
Community Infrastructure Plan	Committee provided feedback on Community Infrastructure Plan. Council to send an update once this progresses.	In Progress
Inclusive Banyule Advisory Committee priorities	Committee provided feedback on priority areas for Inclusive Banyule Advisory Committee.	Complete
Website Review and Development	Update provided in Briefing Paper.	Ongoing
Future meetings	Council Officers assessing value in hosting meetings in person versus hybrid.	Ongoing

3. New business (20 minutes)

3.1 Inclusive Banyule Planning

Committee invited to reflect upon the focus group sessions from 2022, the last year of actions for Inclusive Banyule and the State Government's priorities for disability inclusion. From this information, Committee members are invited to make suggestions on the next phase of planning. See Briefing Paper, Focus Group Feedback and Inclusive Victoria Plan for details.

Discussion

Focus area 1: Accessibility and Universal Design

Disability & Inclusion Population Committee

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Prevention and Planning

2022/23: Discussion on the use of Universal Design Principles. Emma noted that these are used as a framework for best practice at her organisation.

One requirement coming out of the Disability Inclusion Bill is likely to be that Council will be required to undertake Disability Impact Assessments. An update on Bill amendment progress from the State Government is expected

in June, Council is currently reviewing what could be done to support the next steps.

Laila noted that there may be quick wins/small changes that Council could review to support inclusion in the municipality. One option could be to begin mapping the areas/projects which could be supported by inclusion and accessibility updates through a register. Eaglemont Scouts Hall noted as a space which could benefit from this.

Hearing Complaints/Concerns

2022/23: Proposal to promote how to report accessibility issues to residents and generate a complaints register for action and regular review.

Reviewing and Assessing Spaces

2022/23: Cr noted that there has been significant progress in improving accessibility of spaces as part of facilities upgrade projects, especially in the sports and leisure area. It was noted that a large proportion of Councils buildings are aging and as a result, difficult and costly to upgrade to contemporary standards. Council will continue to invest in accessibility upgrades as planned.

Shannon noted that we should be seeking support and advocating for funds to accelerate progress of accessibility upgrades from the State and Federal Government.

Addressing the interface between council and business

2022/23: Continue to advise traders associations and business on making local shopping precincts and experiences more accessible.

Focus area 2: Employment and business**Advocacy**

2022/23: Two remaining Inclusive Seminar series sessions aim to support local businesses to increase their inclusion practices, with a focus on the benefits of inclusion, and a practical workshop to improve position descriptions and job advertisements.

Promotion and Information Provision

2022/23: No action in FY22/23, opportunity to capture this in the next financial year.

Changing Perceptions and Attitudes

2022/23: Council focusing on updated skills of Council staff to address unconscious bias and attitudes that create barriers to inclusion, by provided on diversity and inclusion training. Shannon noted that he would like this to be available to Committee members.

Change processes and systems around recruitment

2022/23: IEP program has continued with positive outcomes.

Focus area 3: Information, communication and awareness**Improving our communication information and systems**

2022/23: Inclusive Language Guide will be published this financial year and the website scoping project has commenced.

Community Consultation

2022/23: Accessible Communications Guide project is progressing, working in partnership with Whitehorse to update their existing guide, and adopt for Banyule.

Information Provision

2022/23: Updates to grants processes to increase the accessibility of the processes. Emma noted that Sports Community run grants information sessions to support people to apply.

Auslan version of Council documents will be published on Council's website this financial year.

Advocacy for people with disability relating to employment

Disability & Inclusion Population Committee

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2022/23: Fact sheets and resources being developed to support an increased understanding of how disability presents in the workplace.

What needs to be done in the next financial year:

- We need to do an environmental scan or benchmarking exercise to understand what other Councils are doing to support people with disability.
- **Supporting inclusion in events:** Suggestion to support inclusion at festivals. Noted that the Lantern Festival was a positive example of this. In future, Council could build this into the promotion of Council events and be explicit about how accessibility and inclusion are centred – consider how this information is being shared as well.
- **Understanding how inclusion is measured at Council:** Committee would like to see how projects relating to inclusion will be measured. At present, Council is developing an indicator matrix, with the aim for all business units to use this as a tool to measure how the work being done has been successful. Committee noted that accountability is an important part of this process.
- **Understanding how Council channels can be used to share information to the community:** Council should consider how information about events and opportunities are being communicated to the disability community. What channels are we using? Could social media be used? Can we use videos to support promotion? Consider using local radio network.

Action

Action 2: Council to promote how to log an accessibility issue and collate a register of public areas which could benefit changes to become more accessible or inclusive.

Action

Action 3: Council to link Shannon to Local Jobs team to discuss how Council can support employment in Council funded infrastructure projects.

Action

Action 4: Council to report back to the committee the percentage of people with disability who applied to be part of the Inclusive Employment Program, and the number of current participants with a disability.

Action

Action 5: Council to report back to the committee on the outcomes of projects that included targeted disability inclusion measures for the purpose of understanding community level impact.

Action

Action 6: Invite Arts and Culture team to future Committee Meeting to understand how inclusion and accessibility can be elevated in council events.

4. Standing Agenda Items (15 minutes)

4.1 Website Updates

At Banyule, we are looking to improve the online experience of people with disability, families and carers. The aim of this work is to enable people to participate as much as possible in community life, and to reduce barriers people with disability face when using Banyule's website and digital platforms.

Three projects which are supporting this work and which will inform what a new website could look like include:

1. Updating the existing website
2. Resource Updates
3. Understanding the needs of the community

See briefing paper for details.

Discussion:

Existing website being updated towards end of May/ start of June to address jargon, expand the range of information and to update information, and to make navigation easier. Linking pages to help with navigation to other relevant pages.

An additional temporary resource has been employed to create better links to community-based programs. To better understand the community, the new landing page project has been funded. First trying to understand what people need and the information they are interested gaining access new. Sarah, Ros and Shannon volunteered to be part of a Disability Panel of Experts, the first meeting was on 17th April. None of these members were available to attend on this occasion. Shannon and Leila have committed to participate as a panel of expert members.

One member noted that the current website was a good resource and was curious if a new website would be necessary.

The next stage of the project is interviewing 24 local people- committee asked if they want to be part of the interview process. Shannon, Leila, Emma, Allan and Alisha agreed to be contact to arrange an interview.

Question: How will Council keep the information up to date? Leila suggests that it is incredibly difficult and frustrating for the end user to find out of date information.

Response: Sustainability of the adopted platform is a critical success factor of the project.

Merryn noted that accessibility and easy English needs to be considered, and advised Council to look at the Salvation Army website as a good example.

Question: What are the timelines?

Response: The initial results will be shared in June.

Question: Can the committee support the review of the current website? Existing website- process immediate updates.

Action:

Action 7: Council to share initial consultation and review findings with committee at the June meeting.

Action 8: Sherryn to facilitate interview invitations to Shannon, Leila, Emma, Allan and Alisha.

Action 9: Sherryn to add Leila to the Panel of Experts membership

4.2 Auslan version of Inclusive Banyule Plan, Council Plan and Community Vision 2041.

Discussion

Auslan versions of these three documents are being produced by Auslan Consultancy and Scope Australia and will be published by end of financial year on Council's website.

4.3 Accessible Communications Guide

Discussion

Whitehorse Council have given consent for Council to adopt and modify their guide, and this project is scheduled for completion by the end of the financial year.

5. Council and Community Updates (20 minutes)

5.1 Updates from Council

- Updates on feedback from committee members regarding sitting fees

Discussion

Update provided on the feedback received from Committee Members, noting most members shared the view that there are other ways to value committee member contributions.

Committee noted that having a sitting fee could mean that people join the committee for different reasons. Unanimous support from the Committee for payment in kind via shop local vouchers, discounted or free local memberships, sitting fee or donations.

Action

Action 10: Council will present the committee views in a report to Council in June 2023.

- Planning for next joint-Committee event in June.

Discussion

Update provided regarding the next Joint-Committee event, likely to take place before the next committee meeting in June. The RAP Committee will be hosting the event at Barrbunin Beek Aboriginal Gathering Place in Heidelberg West. The discussion will focus around the Uluru Statement of the Heart and the upcoming referendum.

Allan questioned whether the full acknowledgment of country will be read, noting there are two paragraphs, the second one is powerful.

Action

Action 11: Council to discuss with First Nations lead to include the second paragraph of the Wurundjeri acknowledgement of country. Update to be provided in next Committee members.

- Invitation to join the 2023 Banyule Volunteer Celebration.

Action

Action 12: Parvin, Shannon, Merryn and Laila to attend. Xenia to follow up with other members and resend flyer.

- Update on Accessible Parking Permits.

Discussion

In the transition period, where the application process is being transferred to VicRoads, Council acknowledges that there may be times when permits are not received before their expiry date. Council will continue to monitor accessible parking spaces and issue fines, and in acknowledgement of the complexity of the process, will provide residents with a 1-month grace period before fines are issued.

Action

Action 13: Shannon to provide details of an infringement issue for further discussion.

- New Changing Places facility at WaterMarc

Discussion

Council provided an update on the progress of the Changing Places Facility that will be installed within the aquatics area of WaterMarc. Because an existing change facility will be modified and a MLAK key will not be installed, accessibility for the general community is of concern. Emma provided an update regarding access, noting that there are issues in getting through the access gates.

Committee noted that planning for the facility should have representation from the local community. Engagement with community should be ongoing.

Committee noted difficulties in retrofitting facilities.

Action

Action 14: Emma and Sherryn to discuss how more information can be brought back to the Committee and community. Emma to ask operations/senior manager at Watermarc to speak to the Committee at the next meeting.

Action 15: Committee members asked to consider potential access barriers to the Changing Places facility, in preparation for further discussion at the next meeting.

- Disability Pride Month

Council has acquired the Disability Pride Flag, seeking advice from the Committee as to how to recognise Disability Pride Month in July 2023..

Discussion

Committee discussed what flying the Disability Pride flag means and how this could be promoted in Banyule. Request for flag to be included with the minutes.

Recommendation

Committee recommends that Council:

Raise the Disability Pride flag at the Greensborough and Ivanhoe Customer Service Centre sites throughout the month of July 2023 and communicate to the community about significance of this flag.

5.2 Updates from the Committee:

- Update from the Autism Family Day Event.

Discussion

Parvin provided an update on the Autism Family Day Event on 16th April 2023. Parvin noted her appreciation support of the sporting clubs, Council Staff, AMAZE and Different Journeys. Laila noted that it was a great event and that this could be an opportunity to run larger events for the community in future, noting that the site had to capacity to hold a larger number of participants, and capping the bookings limited opportunities for members of the community.

Cr noted that it may be an ongoing issue with waiting lists on Council events and managing booking systems.

Shannon provided an update the Buna Reserve Open Garden Day to be held on 25th May, inviting all committee members to attend.

Emma provided an update to Committee – Belgravia will trial a new program to attract employees to the recreation and leisure industry. Belgravia Leisure will offer a free (apart from materials costs) Cert 1 in Workplace Education to post-school leavers for a 12-month program, 4 days per week – 3 days learning, 1 day placement. Question posed to group for local networks who may like to connect with the opportunity. Committee noted Salt Foundation, Waratah Special Development School, Pavilion School, Banyule Youth Services, Araluen, Templestowe College could be potential contexts.

Action

Action 16: Shannon to send details to Xenia about the Buna Reserve Community Garden event for distribution to the Committee.

Action 17: Xenia to distribute Emma's update to the Committee, Banyule Disability Services Network and provide Emma with contact details for the Local Jobs and Social Enterprise. Committee to reach out to Emma with suggestions.

6. Close and date of next meeting (Cr. Castaldo – 5 Minutes)

Next meeting 5.30-7.00pm 28 June 2023, option of 1 Flintoff St Greensborough or Ivanhoe Library and Cultural Hub.

Discussion

Committee noted that ILCH is a suitable venue for the next committee meeting, convenient for most.

Action

Action 18: June meeting to be held at ILCH.

Meeting closed 7.31pm

Disability & Inclusion Population Committee |

Minutes



Meeting details

Date of meeting	Wednesday, 28 June 2023
Time	5.30-7.00pm
Venue	Wilim Ngarrgu Community Meeting Room 2, Ivanhoe Library and Cultural Hub - 275 Upper Heidelberg Rd, Ivanhoe.
Chair/Facilitator	Cr. Castaldo
Minutes	Sherryn Prinzi

Acknowledgement of the Traditional Custodians

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"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

Attendee

Attendee name	Affiliation/Organisation
Cr. Castaldo	Chair
Cr. Champion	Co-Chair
Emma Lowe	Disability & Inclusion Committee Member
Shannon Joyce	Disability & Inclusion Committee Member
Merryn Lawson	Disability & Inclusion Committee Member
Sarah Hockey	Disability & Inclusion Committee Member
Ros Melling	Disability & Inclusion Committee Member
Jo Wilson	Banyule City Council (Manager, Connected and Resilient Communities)
Sherryn Prinzi	Banyule City Council (Coordinator, Community Impact)
Aaron Williams	BSL - LAC

Apologies

Name	Affiliation/Organisation
Xenia Taunt-Rivers	Banyule City Council (Community & Social Planner)

Laila Fernandez	Disability & Inclusion Committee Member
Parvin Ahadi	Disability & Inclusion Committee Member
Allan Leenaerts	Disability & Inclusion Committee Member
Alisha Rotella	Disability & Inclusion Committee Member
Kath Brackett	Banyule City Council (Director, Community Wellbeing)
Elizabeth Parry	Disability & Inclusion Committee Member
Donna Pritchard	Disability & Inclusion Committee Member
Jacinda Hunt	Banyule City Council

Items

1. Introduction

- Acknowledgement of Traditional Custodians and Banyule Diversity Statement

2. Minutes from Previous Meeting (5 Minutes)

Agenda Item	Action Arising	Progress
Inclusion@Sport	Brooke to consider if Council would support people with disability to establish a cricket club/group	In Progress – An update will be shared when it becomes available
Community Infrastructure Plan	Committee provided feedback on Community Infrastructure Plan. Council to send an update once this progresses.	In Progress
Inclusive Banyule Advisory Committee priorities	Committee provided feedback on priority areas for Inclusive Banyule Advisory Committee.	Complete
Website Review and Development	Update provided in Briefing Paper.	Ongoing
Future meetings	Council Officers assessing value in hosting meetings in person versus hybrid.	Ongoing
Inclusive Banyule Planning	Council to promote how to log an accessibility issue and collate a register of public areas which could benefit changes to become more accessible or inclusive.	In progress
	Council to link Shannon to Local Jobs team to discuss how Council can support employment in Council funded infrastructure projects	Complete

	Council to report back to the committee the percentage of people with disability who applied to be part of the Inclusive Employment Program, and the number of current participants with a disability.	
	Council to report back to the committee on the outcomes of projects that included targeted disability inclusion measures for the purpose of understanding community level impact.	Ongoing
	Invite Arts and Culture team to future Committee Meeting to understand how inclusion and accessibility can be elevated in council events.	In progress - Inviting to the August Committee Meeting
Website updates	Council to share initial consultation and review findings with committee at the June meeting.	In progress
	Sherryn to facilitate interview invitations to Shannon, Laila, Emma, Allan and Alisha.	Complete
	Sherryn to add Laila to the Panel of Experts membership	Complete
Updates from Council	Council will present the committee views in a report to Council in June 2023.	In progress – Council report will be presented in July 2023.
	Invitations to the Volunteer Event sent	Complete
	Parking permit infringements – Shannon to provide details	In progress
	New Changing Places Facility	Complete – Watermarc representative speaking at the June meeting.
	Council to fly the disability pride flag throughout July 2023, to mark Disability Pride Month.	Complete
Updates from the Committee	Shannon to send details to Xenia about the Buna Reserve Community Garden event for distribution to the Committee.	In progress
	Xenia to distribute Emma's update to the Committee, Banyule Disability Services Network and provide Emma with contact details for the Local Jobs	Complete – sent with April meeting minutes

and Social Enterprise. Committee to reach out to Emma with suggestions.

3. New business (20 minutes)

3.1 Inclusive Employment at Banyule

Emma Joyce from the Inclusive Enterprise and Local Jobs team at Banyule discussed the existing program, proposed changes, and opportunities to further support diverse communities struggling with access to employment. See Briefing Paper for details.

- Of the 439 applications received over the life of the program, 150 people with a disability applied and 28 people with a disability have participated.
- Because of the low representation of First Nations people in the program, seeking to make changes to
- Seeking to create a First Nations specific program – Aboriginal and Torres Strait Islander Pathways Program
- Questions:
 - o What barriers are PWD experiencing in applying for IEP?
 - o How can we support people applying for the program more safe and inclusive?
 - o What else do we need to consider/think about?

Discussion

Application form is too hard – too long, not simple, too much information – overloaded after first 2 pages- Some questions are too personal – don't like being asked if have a disability – maybe put it later in the application

Having a person to contact who can help or advise is desirable

Online application process is fine

Plain English version of the form is desirable

Committee member suggested that carers are under-represented – should be a cohort as they have extreme barriers to employment

Stage the application process so that it is not so overwhelming – eg EOI, then additional information in a stepped process

Is the timing of the program suitable? (this has now been changed from Dec-June to Feb-Aug)

Question why young people – up to 25? (this is just one of the cohort group – open to all ages)

Is there access to allied health professionals to support individual needs – reasonable adjustments

Action

Action 1: Council to investigate statistics on carers and barriers to employment

3.2 NDIS in Banyule

Aaron Williams (Local Area Coordinator, Brotherhood of St Lawrence Greensborough) will join the Committee meeting to provide information on NDIS reforms and how this may impact local participants in Banyule.

Outlined role of Local Area Coordinator – presentation

- Not automatically eligible if on DSP
- Changes to process are still being finalised but the assessment process may be coordinated through LAC in future
- NDIS should be the last resort – should be natural supports and existing funded system (eg health, mental health) first
- Community needs to be more inclusive
- Disconnect between what is available in the existing system and availability of funding through NDIS

Disability & Inclusion Population Committee

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- BSL can come back in a few months with more details to the changes coming through
- Families or individuals who are able to advocate for themselves have a bit more success in getting an appropriate package but others may be at a disadvantage

4. Standing Agenda Items (35 minutes)

4.1 Website Updates (Jane Nethercote)

Jane Nethercote will present findings from the interviews facilitated from Yump and provide an update on the website review project. See Briefing Paper for details.

- Based on a recommendation from the Committee
- Council has funded the feasibility of a disability website – Jane providing an update on that
- Yump Agency – conducting stakeholder interviews to understand what people want and need from a website
- Barriers to support and engagement
 - o What types of support are available
 - o It's hard to understand the information provided
 - o Long wait times to access services but this is not updated
 - o People not eligible for NDIS funded supports
 - o Some people don't feel they need the service as much as others or don't identify themselves as having a disability
 - o Information and processes too complicated for people with diverse needs
- Barriers to support and engagement
 - o Stress of going to new places
 - o Not trusting you can get back home safely
 - o Lack of time, energy, motivation
 - o Not wanting to be seen as a person with a disability
 - o Gaps in activities for certain age groups and the transition between ages (eg 25 no longer eligible for youth but what else is available?)
 - o Finding activities that are local
 - o Unaware of local activities
 - o No information about community run groups and activities

Discussion

Information in the Banner is out of date when it is distributed – need to check this with Comms

Next steps are the development of recommendations for Council to consider and committee suggest a focus on accessibility review of website and accessible information for events.

Action

Action 2: Council to consider committee suggestions for recommendations for website updates

4.2 Changing Places Facility at Watermarc

Jacinda Hunt has provided an update on the Changing Places Facility Project at Watermarc in the Briefing Paper. Committee are invited to provide insight on the barriers community members may face in accessing this facility.

Jacinda was unable to participate in meeting and provided an update in briefing paper.

No comments from committee.

4.3 Accessible Communications Guide

Council have established a working group with Whitehorse City Council, Yarra Council, Nillumbik Council and Moonee Valley Councils to collaborate on the updated Accessible Written Communications Guide. This has been

Disability & Inclusion Population Committee

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supported with consultation from Vision Australia, Scope and Brotherhood of St Laurence. The final version of this document will be made publicly available on Council's website.

- Working with neighbouring councils and partner organisations
- Ready and will be published in coming weeks

Action

Action 3: Distribute Accessible Communications Guide to committee when published.

5. Council and Community Updates (20 minutes)

5.1 Updates from Council (10 Minutes)

- Cr. Castaldo to provide a reflection from Inclusive Seminar Series focused on Inclusive Employment.
 - CEO Diversity Council of Australia
 - A few businesses looking at inclusive employment opportunities
 - Looking at undertaking a workshop with businesses – only one interested so doing this as an individualised process
- Council will provide an update on progress to address honorariums for people with lived experience.
 - 7 August Council Meeting
- The Joint-Committee event will be held at Barrbunnin Beek Aboriginal Gathering Place in 19 July 2023, details will be sent to the Committee prior.
 - Details sent with agenda
- Council has requested to fly the Disability Pride Flag throughout July 2023, per recommendation from the Committee.
 - Approved under delegation – will be flown during July
- New *Disability & Social Services Regulation Amendment Act 2023*. See Briefing Paper for details.
- Banyule Community Grants will be opening on 3 July 2023. See Briefing Paper for details.
- Malahang Festival is seeking expressions of interest for stallholders. See Briefing Paper for details.

5.2 Updates from the Committee (10 Minutes)

Updates from the Committee Members welcomed.

Discussion

Olympic Village Shops have parking sensors on only one side, this was questioned as shop owner reports getting fined as he needs to park close to unload. Unloading bay on other side of the road.

Action

Action 4: Council to report to Transport team

Discussion

Upcoming Boulevard Christmas Lights- not accessible for people who rely on wheels for mobility. Report of a lady falling out of a wheelchair. No proper access, people only limited to footpaths and because they were filled with people, inhibited access. Whilst it is not a Council event, committee would like Council to address the issue. Lighting also reported as an access issue. Toilet access an issue for people with disabilities.

Action

Action 5: Council to provide feedback to Arts & Culture team and request action

Discussion

A company is now providing great visual stories prior to events for participants. This could be applied to upcoming Malahang event.

Action

Action 6: Details of company to be passes to Arts & Culture team for consideration in Malahang planning

6. Close and date of next meeting (Cr. Castaldo – 5 Minutes)

Next meeting 5.30-7.00pm 23 August 2023,

Discussion

Committee agreed to meet at Ivanhoe Library and Cultural Hub.



Minutes Banyule LGBTIQ+ Advisory Committee

13 April 2023



LGBTQIA+ Population Committee | Minutes

Meeting details

Date of meeting	Thursday, 13 April 2023
Time	5.30-7.30pm
Venue	Clara Southern Room, Ivanhoe Library and Cultural Hub
Chair/Facilitator	Cr. Castaldo
Minutes	Sherryn Prinzi

Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

Diversity Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

Attendee

Attendee name	Pronouns	Affiliation/Organisation
Cr Peter Castaldo	He/Him	Committee Chair
Cr Alison Champion	She/Her	Committee Co-Chair
Michelle McNamara	She/Her/They	Transgender Vic; GLBTIQ Multicultural Council
Tommy Christopoulos	He/Him	Banyule Community Health
Fleassy Malay	She/They	Community Member
David Landis-Morse	He/Him	Community Member
Richard Peterson	He/Him	Community Member
Paul Byrne-Moroney	He/Him	Community Member
Ilias Katis	He/Them	Community Member
Jet Hayes	They/Them	Community Member
Lara Hunter	She/Her	Community Member
Cat Hunter	She/Her	Community Member
Morganne Blackburn	He/they	Community Member
Sherryn Prinzi	She/Her	Banyule City Council (Coordinator, Community Impact)
Xenia Taunt-Rivers	She/Her	Banyule City Council (Community & Social Planner)
Uncle Charles Pakana		Banyule RAP Committee Member/Chair of Barrbunin Beek Aboriginal Gathering Place

Uncle Owen Butler	Banyule RAP Committee Member/Co-Chair of Barrbunin Beek Aboriginal Gathering Place
Nicole Maslin	Banyule City Council (Acting Director, Community Wellbeing)

Apologies

Name	Pronouns	Affiliation/Organisation
Anna Henderson & Yvette Standfield		X2 Marketing, representing Montmorency Traders Association
Kath Brackett	She/Her	Banyule City Council (Director, Community Wellbeing)
Jo Wilson	She/Her	Banyule City Council (Manager, Resilient and Connected Communities)
Sage Moorhen		Community Member - Apology
Lucie Kervin		Community Member - Apology
Nathan S		Community Member
Will Delaney		Community Member

Items

1. Introduction

- Acknowledgement of Traditional Custodians as read in language by Uncle Charles
- Diversity Statement as read by Cr Castaldo
- Welcome and introductions- all members invited to introduce themselves

2. Minutes from Previous Meeting

Agenda Item	Action Arising	Progress
LGBTQIA+ Committee workplan to be reviewed each meeting	See Committee Briefing Paper for update	Ongoing
Memorial to LGBTQIA+ community	Feasibility study underway with interest from Merri-bek, Nillumbik and Hume Councils. See Briefing Paper for further detail.	In progress
Inclusive Banyule Advisory Committee Consultation	Opportunity for LGBTQIA+ education linked to IDAHOBIT event. Investigating what the Yarra Regional Plenty Libraries are doing.	In progress
Inclusive Language Guide	Feedback incorporated as provided by Committee Members. Xenia will distribute the updated version once Council Staff feedback has been incorporated as well.	Complete
Trans Day of Visibility	TDOV event held on 31 March 2023	Complete
Viewbank Tennis Club invited to Committee Meeting	Viewbank Tennis Club invited to June 2023 meeting as part of wider discussion of LGBTQIA+ inclusion in sport.	Scheduled for June meeting.

Action 1:

Richard to be contacted regarding engagement in the feasibility study, as happy to contribute.

LGBTQIA+ Population Committee

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Action 2:

Sherryn to invite Recreation and Leisure Team to June meeting to discuss ideas of uplifting LGBTIQ+ inclusion in local sporting organisations, with a focus on Child Safety.

3. Standing Agenda Items

3.1 Presentations

- Understanding the Referendum on an Indigenous Voice to Parliament (20 mins)
 - Presentation and facilitated conversation by Uncle Charles & Uncle Owen from the RAP Committee and Barrbunin Beek.

Uncle Charles premised the conversation by seeking correction and forgiveness in the event of incorrect use of LGBTIQ+ inclusive language. Notes the gathering place adheres to the sentiments of the Inclusive Banyule statement, welcomes all people and shares respect for all people in the room.

Uncle Charles noted Council endorsed the Uluru statement from the Heart. The RAP working subgroup are working with Council on their approach to the upcoming referendum. Uncle Charles and Uncle Owen seeks to hear about the experiences of the LGBTIQ+ community through marriage equality plebiscite and invited committee members to share reflections and offer advice to the local First Nations community.

Discussion:

- In reflection of the Same-Sex Marriage Plebiscite, seeing billboards that tell people they shouldn't exist was a challenge and knowing each side of the campaign was funded was difficult to reconcile.
- Be cautious of the mental health ramifications when discussing your issues on a national level, and be sure to look after individual's and your own mental health.
- Consider youth experiences who may not have a recognised voice in the referendum - monitor and respond.
- Visibility is important, as it can become a positive and driving force for change and amplify awareness- get people out and speaking about it as much as possible. At what level? Influence and energy is best focused on big picture.
- Small actions- eg. "Wear your yes" and inviting allies to participate in the small actions but important to let people know what is ok to do to indicate support.
- Be mindful of general safety- Marriage Equality Campaign messaging made people feel unsafe
- It is important to hear as many views as possible about the referendum, not just the dominant opinion, but not at the detriment of any individuals - opinions need to be shared respectfully and recognised as personal or institutional views, and not forced on others in a hurtful or harmful way.
- Devastating experience for trans community- attacks on individuals horrendous. Being called on the validity of your identity is an affront.
- Take extra care of LGBTIQ+ First Nations members of the community, as they have been through this process before and are at risk of retraumatisation.
- Bring community groups together to ensure they are mobilised to support each other.
- Trauma – questioning equality was traumatic, opened-up old wounds
- Reach out for other allies.
- Education campaign- developing understanding of government systems may be helpful- don't trust the skills of the masses to educate themselves.
- Encourage groups to hold conversations, direction is helpful.
- Signage to indicate support.
- Celebrate together on the day of the decision.

The issue of billboards on Council and private land was discussed. A question was raised as to under what conditions can an offensive billboard be removed.

Action 3:

Council to verify the matter of removing billboards on Council and private land, and investigating signage requirements, eg. Permitting.

Action 4:

Sherryn to share Uncle Charles' contact details and committee members are invited to make contact either via email or coming to Barrbunin Beek for a visit.

3.2 Updates from Council

- Census 2026 questions - Council are reviewing what was submitted to the ABS for the last Census and will provide some text on how to submit a quality submission.

Discussion:

Committee reflected on the Census question and noted that the application of LGBTIQA+ inclusive language is limited and data collected by ABS inaccurate and not representative of community, despite the previous submission requests to expand data that was collected. Specifically, it is difficult to identify other than male or female. In the 2021 Census one could identify as male, female or non-binary. Non-binary conflates transgender and non-binary and this question confuses sex with gender.

An opportunity exists to make a further submission by 28th April 2023 to the ABS through the 2023 consultation. It was noted that additional submissions need to contain updated and relevant policy and data.

Specific notes on the intersex community position:

The intersex community has submitted copious contributions to the current census but historically, i.e. the 2021 consultations, we have been completely ignored - we are more hopeful re the next census.

To date, intersex has not been addressed in the census, adequately or at all and in fact the last response from the government re the 2021 consultations was that they "didn't want to burden the Australian populations with too many questions that they would not understand". Now they are saying they can't include questions that the household respondent may not understand the meaning of, and therefore may not answer accurately, so therefore the questions won't be included.

Whilst I agree with the harm of the historical heteronormative dominant culture - I would like to remind everyone that heteronormative is not an antonym for the LGBTIQA+ or even, the LGBTI community, where the discussion is intended to be inclusive of the intersex community.

Specific notes on the transgender position:

Transgender community is growing, with the trans community more confident to come out but need services and services are not coping with demand.

Need to capture accurate data to ensure the provision of appropriate services and supports. Without accurate data systems are inhibited to adapt with increased demand, leaving people vulnerable and unsupported.

It is important to accurately represent all people. Nobody should be left out.

Other viewpoints:

How many times do we have to repeat the submissions before they will be reflected in the Census?

The ABS are still trying to ask the question about man and woman, but just in different ways. Instead, they should focus on changing their lens.

The ABS are advised to move away from heteronormative approach to inclusion approach and focus on addressing systematic approaches, noting this might take time to shift lenses.

Cr Champion questioned whether this is a social issue as opposed to a political issue. With a firm level of disagreement, committee members made these key points:

Societal acceptance has only occurred recently, and this mindset transcends political parties and levels.

There are ingrained elements in all political parties, and this is represented in the lack of representation of transgender persons in political settings.

Notes for submission:

ABS needs to be willing to respond to arguments for inclusion and to make data available to highlight the exponential growth in demand for services by the trans community, and this can be included as part of a new submission.

Ask for an extra question on gender identity and intersex.

Need to present argument in submission and then lobby.

ABS have published the 2020 ABS Standard for Sex, Gender, Variations of Sex Characteristics and Sexual Orientation Variables'. Council can support the adoption of the guidelines. Michelle to provide data on exponential growth in demand to indicate new argument as part of a new submission.

Action 5:

Michelle to provide data on growth in demand for services to support a submission.

Recommendation 1:

Council makes a submission to the Australian Bureau of Statistics by 28th April, 2023 in support of the adoption of the ABS 2020 Standard for Sex, Gender, Variations of Sex Characteristics and Sexual Orientation Variables and use these guidelines to create appropriate questions on variations in sex characteristics, gender identity and intersex.

- Reflections on Trans Day of Visibility and Alphabet Soup Trans Day of Visibility event.

Discussion:

Several members shared positive comments and reflections on the TDOV events, both on 31st March and 1st April. Lara's excellent contributions to organising the Alphabet Soup event were noted and appreciated. Michelle's contribution of musical talents and of lived experience at both events was noted and appreciated. Cr Castaldo made comment on the success of both events, and his appreciation for being invited to participate.

- Update on Committee Feedback on honorariums

Discussion:

Noted that the perspectives of people with lived experience differed on this matter, with some citing a honorarium would support their participation, and others holding the view that, in acknowledgment of their privilege, they are happy to contribute as part of their civic duties.

Committee agreed that offering people with lived experience an opportunity to opt-in to receiving a honorarium would be appropriate, and providing an option to donate their honorarium to a Banyule community organisation would be a reasonable inclusion.

Cr Castaldo asked if a member from the Committee would speak to Council on this issue in June.

Action 6:

Sherryn and Xenia to follow up with Committee Members who may be interesting in speaking at the June Council Meeting.

- Planning for next Joint-Committee Event

Discussion:

Noted that the event will be hosted by the RAP committee at Barrbunin Beek in June 2023, with details to be confirmed closer to the event. All committee members will be welcome to participate.

- Invitation to join the 2023 Banyule Volunteer Celebration

Discussion:

To be hosted on Wednesday 17th May 2023, 5.40pm arrival for a 6.00pm start at The Centre Ivanhoe. The evening will be hosted by radio broadcaster and writer Jacinta Parsons. Please let Sherryn or Xenia know as soon as possible if you would like to attend. Note this is the same day and time as the IDAHOBIT community event.

- Qwere Street event

Discussion:

Committee were provided an update on promotional activities, and offered flyers for distribution, with an electronic version to be distributed with the minutes.

Yvette seeks interest from committee members to act as volunteers at the event, and members are to contact Yvette directly.

Committee members volunteered to act as MC at the event, Tommy confirmed interest, Paul withdrew due to competing opportunity and Fleassy indicated interest. Tommy and Fleassy to contact Yvette directly.

Action 7:

Committee members interested in volunteering or MCing to make direct contact with Yvette from Montmorency Traders Association as soon as practicable. Yvette@x2marketing.com.au or 0408 056 581

Committee to refer to Briefing Paper for reports against Committee Actions

- Easy English guide - language used to describe the LGBTIQ+ acronym – held over due to time constraints
- Update from Inclusive Banyule Advisory Committee- held over due to time constraints

3.3 Other business**3.3.1 IDAHOBIT**

- Council and Tommy to provide an update on the progress for the IDAHOBIT internal and external events. Note: Progress flag procured to be flown for IDAHOBIT.

Discussion:

Council have planned two IDAHOBIT events, both to be held on 17th May 2023; an internal discussion on LGBTIQ+ inclusion in the workplace; and a performance- based community event at ILCH from 6pm, featuring Fleassy and Amy Francis.

Committee members will be given priority access to tickets one week prior to being release to the public. The event will welcome 80 people only due to the size of the space.

Michelle offered to recite a poem at the event.

Council noted that the progress pride flag, that is inclusive of the intersex symbol, has been purchased and will be flown on IDAHOBIT day.

A committee member noted that the State Government made the decision to fly progress pride flag permanently and suggest that Council should also do this. As an alternative, a member suggested the flag could be flown from IDAHOBIT to the end of Pride month in June at a minimum.

Recommendation 2:

Council flies the Progress Pride flag, that is inclusive of the Intersex symbol, at Council offices located at 1 Flintoff Street Greensborough and the Ivanhoe Town Hall located at 275 Upper Heidelberg Road Ivanhoe every day of the year.

3.3.2 Other updates

- David - Open and affirming cultural safety project at the Anglican Church. It is a two-step process of affirming same sex weddings, coupled with a statement of cultural safety which will be revised every two years. Working on a process to check on cultural safety around Australia, to guarantee cultural safety, and is working with the Rainbow Tick organisation through the process.
- Banyule Community Health Service is working towards rainbow tick accreditation and uplifting cultural safety- strong advocacy with client programs, reaccommodating advocacy to peak bodies to provide more inclusive option. Inclusion and Workplace Well-Being Lead, Jo Southwell, and Tommy are in the process of revisiting each team over the next few months for a reflective, interactive discussion about LGBTIQ+ inclusion at Banyule Community Health, and the practice changes made across teams to provide a welcoming, safe and inclusive service for the LGBTIQ+ community.

- LGBTIQ+ Inclusion Foundational Training has been completed by 95% of staff and the Board are underway now. This is key to ensure BCH has strong organisational capability to meet the needs of LGBTIQ+ people, clients, and workforce members.
- Rainbow Shapers and Shakers working group at BCH- to work together to consult and embed change processes, to ensure they are representing the needs of the local community.
- Key – 1st March started “rainbow talks” to provide support conversations about LGBTIQ+ matters and issues in the workplace.
- On Tuesday the 16th May, at 6:15pm, BCH is hosting “of an Age” film screening at Thornbury Picture House, and funds will go towards supporting Alphabet Soup, whom BCH is finalising an auspicing arrangement. Tommy to invite committee to attend and provide further information about tickets.
- Tommy – Whittlesea Pride Festival on Sunday 7th May, run by Whittlesea Community Connections- Tommy to email flyer, to ensure this is circulated out to committee members interested in attending this.
- Fleassy- noted the successful delivery of the International Women’s Day event, and thanked members for attending. The event welcomed a sold-out audience of 250 beautifully diverse people and was a great example of increasing visibility and challenging societal norms.
- Cr Champion is concerned about community members who do not understand what it means to identify with diverse communities. Cr Champion invites committee members, acting as an individual to speak as a guest, at her personal podcast next Friday (21 April) between 1-2 online to acknowledge IDAHOBIT day, noting that it is not a Council podcast. Michelle and Fleassy volunteered to be contacted. Paul makes note of language used by Cr Champion and states that LGBTIQ+ people might also be straight. Paul would consider participating to expand on this matter as an Intersex person at another time.
- Cr Champion received correspondence from residents in her community noting that persons that do not identify as LGBTIQ+ are feeling they are now a minority. Cr Champion asks how we bring community along and educate.
 - Lara suggests raising visibility and awareness through stories and engagement, particularly with sports clubs important- educating and raising visibility need to be shared together.
 - David suggests that people of privilege have the resources to find out for themselves, there is plenty of information out in the community to explain why social change has happened. David notes he is getting tired of being asked- all community members have the responsibility to value all humans; the amount of people who have to lie about who they are is not right. We need to focus on seeking truth and goodness, and allowing people to be who they are, need to focus on inclusivity. David notes everyone has a moral duty.
 - Lara confirms the LGBTIQ+ community has fatigue about having to justify who they are, whole society is set up to tell the straight story and disagrees LGBTIQ+ matters are being forced on others.
 - David concludes that we should not give such views credence.
- Michelle encourages members to attend a new show called Gender Euphoria: Mighty Real at the State Theatre on 19th- 20th May. <https://www.artscentremelbourne.com.au/whats-on/2023/theatre/gender-euphoria-mighty-real>

4. Close and date of next meeting

Next meeting: 15 June 2023, 5.30-7.30pm at Ivanhoe Library and Cultural Hub.



Minutes Banyule LGBTIQ+ Advisory Committee

15 June 2023

LGBTQIA+ Population Committee | Minutes



Meeting details

Date of meeting	Thursday, 15 June 2023
Time	5.30-7.30pm
Venue	Community Meeting Room 2, Upper Ground, Ivanhoe Library and Cultural Hub
Chair/Facilitator	Cr. Castaldo
Minutes	Sherryn Prinzi

Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

Diversity Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

Attendee

Attendee name	Pronouns	Affiliation/Organisation
Cr Peter Castaldo	He/Him	Committee Chair- online participant
Cr Alison Champion		Committee Co-Chair- online participant
Michelle McNamara	She/Her/They	Transgender Vic; GLBTIQ Multicultural Council
Tommy Christopoulos	He/Him	Banyule Community Health- online participant
Lucie Kervin		Community Member
Richard Peterson	He/Him	Community Member
Paul Byrne-Moroney	He/Him	Community Member
Jet Hayes		Community Member- online participant
Lara Hunter	She/Her	Community Member
Nathan S		Community Member
Sherryn Prinzi	She/Her	Banyule City Council (Coordinator, Community Impact)
Xenia Taunt-Rivers	She/Her	Banyule City Council (Community & Social Planner)
Kath Brackett	She/Her	Banyule City Council (Director, Community Wellbeing)
Jo Wilson	She/Her	Banyule City Council (Manager, Resilient and Connected Communities)
Christina Grayland	She/Her	Banyule City Council (Team Leader, Sports & Recreation)
Emma Joyce	She/Her	Banyule City Council (Coordinator, Inclusive Enterprises & Local Jobs)

LGBTQIA+ Population Committee

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Georgie Meyer	Banyule City Council (Manager, Inclusive & Creative Communities)
Tom Winter	Pride in Sport
Sylvia Watson	Viewbank Tennis Club
Craig Landy	Viewbank Tennis Club
Alison Noble	Alphabet Soup (observing)

Apologies

Name	Pronouns	Affiliation/Organisation
Fleassy Malay	She/Her	Community Member
Sage Moorhen		Community Member
David Landis-Morse	He/Him	Community Member
Will Delaney		Community Member
Ilias Katis		Community Member
Morganne Blackburn		Community Member
Deb Anthony		Community Member and Clinical Psychologist

Items

1. Introduction (5 minutes)

- Chair Cr Champion read acknowledgments as per the agenda.
- Welcome and introductions, apologies read.

2. Minutes from Previous Meeting (5 minutes)

- Minutes read with no alterations.

Agenda Item	Action Arising	Progress
LGBTIQA+ Committee workplan to be reviewed each meeting	See Committee Briefing Paper for update	Ongoing
Memorial to LGBTIQA+ community	Feasibility study underway with interest from Merri-bek. See Briefing Paper for further detail.	In progress
Inclusion in sport	Banyule Recreation and Leisure Team invited to discuss LGBTIQA+ inclusion in local sporting locations, focus on child safety	Complete
Presentation on understanding the Referendum on an Indigenous Voice to Parliament	Identification of offensive placarding on private property- Record address, contact Council Customer Service and a CRM will be recorded and Municipal Laws will investigate under Local Laws provision. Uncle Charles' contact details shared with Committee	In progress

Submission to ABS regarding Census 2026 question on LGBTIQA+ data	Michelle to provide information to support submission	Complete
	Council made a submission to the ABS on 27 April 2023. This was shared with the Committee on 28 April 2023. Updates will be shared as they arrive.	Complete
Update on Committee Feedback on Honorariums	<p>Honorarium Report will be presented to Council on 7 August. The report contains the recommendation to offer identified committee member a honorarium option, subject to minimum attendance provisions within the TOR. The options are:</p> <ol style="list-style-type: none"> A sitting fee of \$100 per year A Shop Local voucher to the value of \$100 per year Multi-pass entry at a Council leisure facility A donation of \$200 per committee term period (two (2) years) to a local service support organisation No honorarium <p>Members wishing to speak to the item at the August meeting can register on Council's website.</p>	In progress
Qwere St Event	Event was held on Saturday 3 June.	Complete
IDAHOBIT	Council has flown the Progress Pride Flag since IDAHOBIT Day and will continue to until the end of Pride Month	Complete

3. Standing Agenda Items

3.1 Consultations from Council (15 minutes)

Inclusive Employment Program

Georgie Myer (She/her) and Emma Joyce (She/her) from the Inclusive Enterprise and Local Jobs team provided an overview of the Inclusive Employment Program and proposed changes in the next financial year.

- The program has been running successfully for 5 years, offering 6 months paid employment to participants in a first of its kind, tailored and individualised program to 68 participants so far. 12% of these participants have identified with the LGBTIQA+ community.
- Participants gain local government experience, coaching and skills development.
- Applicants must be a Banyule resident and experience barriers to employment.
- The program takes an intersectional approach to understanding barriers, recognising that LGBTIQA+ people, women, older adults and people impacted by the justice system experience barriers to employment, due to this they are all also encouraged to apply.
- 4 target population groups (culturally and linguistically diverse, living with disability or young people aged 16-25) are well represented, except for First Nations. Due to this, the evidence-led review has recommended employment pathways for First Nations persons, with a dedicated 4 out of 15 positions to be taken through a training program, which has been endorsed by the RAP Committee. Council is yet to consider the recommendations.
- Local Jobs Strategy concludes in June 2025 and further consultation will be sought from population committees.

LGBTIQA+ Population Committee

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- Notes some identities are not eligible for program, trying to address this through an uplifted inclusive approach, including the proposal to remove identified target groups.
- The IELJ Team will survey participants as they are applying for the program and invite community members to be involved in the research program. Community members invited to be involved in interviews to help unpack barriers and opportunities.

Discussion

Is the review looking at barriers and who should be included in targeted approach? A: Aim to remove identified targeted groups to open up the opportunity for all Banyule residents.

What would be the definition of barriers to employment? A: Working with a specialist employment agency with specialisation in intersectionality to work this out.

When will changes occur? A: Review during application process for the next IEP. 140 interviews conducted in 2022, trying to work alongside a researcher to consider how the four priority groups can be understood better.

Breakdown of gender diverse and transgender persons? No data available. Michelle notes this community experiences greater barriers to inclusion.

How will program consider capturing intersex data as not currently captured in Census data? How to capture data to trigger LGBTIQA+ nuanced data as a trigger for enhanced inclusion. Paul notes the frustration associated with limitations in data collection.

How are the needs of other groups including refugees considered? A: Review looking at removing barriers to applying for participation in the program and states a research project will inform the review.

Committee comments on the positive progress on the IEP.

Committee welcomes the IEP leaders to continue to engage in discussions with the committee.

To attract participants, need a specific statement aimed at marginalised groups to invite and welcome them to apply. Consider the barriers not present for white heteronormative groups.

Noted the great successes of the program, including a participant securing work at Banyule Community Health Service.

Action

Action 1: Sherryn to share Emma's contact details with Committee and members are invited to reach out directly to Emma if wanting to be involved in research surveys. Emma.loyce@banyule.vic.gov.au

3.2 LGBTIQA+ Inclusion in Local Sport (1hr 15 minutes)

Pride in Sport

Tom Winter discussed the Pride in Sport program, which falls under ACON's diversity and inclusion initiatives. Pride in Sport is a national not-for-profit sporting inclusion program specifically designed to assist sporting organisations of all levels with the inclusion of employees, athletes, coaches, volunteers and spectators with diverse sexualities and genders.

Key points of presentation

- Pride in Sport's role in LGBTQA+ inclusion- national not for profit, working within ACON. Uses LGBTQ acronym, and has affirmed the Darlington Statement to acknowledge the I in the acronym yet does not consider themselves experts in Intersex inclusion. The organisation therefore defaults to Intersex Human Rights Australia and Intersex Peer Support Australia.
- Works with national and state sporting bodies in a fee for service model in fundamentally an education and policy space. Considers education the way to uplift LGBTQ inclusion practices. Through engagement with peoples lived experience, understood that experiences in sport are not all the same, then sought to open up avenues to create inclusion. Also responds to crisis management when issues occur.
- From a community club standpoint, clubs are encouraged to look at Pride in Sport website, refer to pride in sport index to benchmark inclusion across domain, and to provide a road map to create tangible actions.

- In a club environment, providing education and review of practices and language/ terminology supports inclusion. Notes the concern about asking questions and saying the wrong thing. There is a fear that leads to people doing nothing.

Discussion

Experience at local clubs can be different- how much education is being offered to parents within the clubs to help them address transphobic responses? Need to find a way to extend message to parents, as parents would be purposely looking for information to educate themselves on LGBTIQ+ inclusion. The barriers are not the officials, parents don't have any obligation to foster inclusion.

Question: Are parents responsible for their comments? Note that the obligation under the Equal Opportunity Act.

Suggestion: Need to see promotion of great inclusive practice across clubs and encourage cross collaboration between clubs.

Recognises the adoption of the Darlington Statement and understand the reason for not including the 'I'. Notes that Pride in Sport acknowledge deferring to experts on Intersex inclusion as the experts. Encouraged members to go to Pride in Sport for support but don't assume they are the experts. Make sure you ask for examples of how to support each community within the LGBTIQ+ acronym.

Suggestion: Try to normalise inclusion instead of trying to separate community. Seek seamless engagement in event.

Comment: Clubs don't have policies to address the issues for the life course. Knowledge can be a barrier and lack of confidence to address issues.

Cr Champion notes that part of the reason that there is no action against negative comments is lack of knowledge- how do we help train and educate clubs to develop such policies.

Question (to Tom): If there is a problem with a club, can residents come straight to Pride in Sport? A: Yes, but it is preferred that the interaction is with a state body member. Tom notes that clubs are not well prepared for these conversations and notes that there is a willingness to learn. If cannot help directly, willing to use connections to help influence outcomes.

Comment: Complaints against sporting clubs need to be made to the Victorian Equal Opportunity Commission.

Action

Action 2: Sherryn to send Tom Winter's contact details to the Committee.

Inclusive Sport in Banyule

Chrissy Grayland from Council joined the Committee to discuss the inclusion work being done by Council, and the ways their team's projects are supporting capacity building for local sporting clubs and meeting child safety standards, particularly for LGBTIQ+ youth.

Looks after clubs in Banyule, comments on responsibilities and notes there are gaps. Council is working on developing infrastructure, achieved success in 80% of clubs. Now looking at role in building inclusion.

Considering the roles of the league. Notes the gap between how the club can provide support and in identifying the role of Council to help make progress in inclusion in sport. The aim for Council is to support clubs and the leagues to develop appropriate policy and build confidence in the delivery of inclusive practice. Survey notes clubs fear of making progress due to language and practice. Over the next few years, Council is seeking ways to assist, in partnership with Pride in Sport.

Discussion

Question regarding the non-binary specific provisions in amenities. **A:** Amenities included now are non-binary. State Government have introduced a requirement to implement non-binary bathrooms. Challenge exists with male / female change rooms in existing facilities. First step was to update female friendly but now moving towards non-binary.

Question: How long will it take to create non-binary bathrooms? **A:** Council will need a plan in place by June 2024.

Question: How is the matter of gender-neutral uniforms being addressed by clubs? **A:** In some clubs some have choice in uniforms.

Suggestion: Need to support parents to understand LGBTIQA+ inclusion before handing over administration responsibilities.

Comment: Notes that many issues are focused on elite sports, not creating a spotlight on local sports.

Question: Can Council dictate that grounds and clubs cannot be accessed if they are not inclusive? **A:** Chrissy clarified that Council provides leases and seasonal allocations of spaces to [sporting] groups. Redefined guidelines but acknowledges that the parameters need to be more clearly defined. Notes that culture is a huge part of the discussion. Chrissy describes that further work needs to be done to clearly define requirements.

Tom (Pride in Sport) response to comments- [On uniforms] notes it is a way to connect to team and sport, notes on uniform policies that align with gender identity, particularly in tennis. Notes that we should not try to erase gender but facilitate safe alignment with gender identity. People should feel comfortable to wear what they need to participate. Transgender attitudes – sport is slow moving, administrator likely to wear multiple hats and tries to do their best. Education is important to help administrator address issues with attitudes of parents. Notes the impact of the rainbow flag at the entrance- sending a signal that phobic attitudes are not supported here. Wants to note that sports are trying their best.

Viewbank Tennis Club

Craig and Sylvia from Viewbank Tennis Club will join the Committee to speak to their experience hosting the Pride Day event, which was supported by the Australian Open.

Key points of contributions:

- Viewbank Tennis Club made decision to change to be an all-inclusive tennis club. Notes aging demographics. Worked with Council and Tennis Australia. Hosted an event on 27 January 2023 Pride Cup. Nominated to be part of the event. Didn't feel there was a lot of support to help navigate the practical elements of how to host the event.
- Taking small change steps.
- Notes the nervousness in hosting a specific event. Disappointed at the number of participants at the event. Tried to figure out reasons for poor participation. Noted resistance from members of the club. Council came to look at facilities to make venue welcoming- altered toileting facilities and when left it up there got feedback from older members of tennis club. Noted that the facilities are change rooms as well as bathroom facilities. Found a compromise to alter use of bathrooms for specific events.
- Moving forward, will continue to work with Council to uplift inclusion. Running an event for 50 years and noticed during that period that people with homophobic attitudes are no longer accepted by the club. What they are starting to demonstrate is that they are open and inclusive and will call people out accordingly.
- In relation to uniform- notes children don't want to wear uniforms. Have had t-shirts made up for specific activities, representing multiple colours.
- Notes the club is growing and when new members come, there are symbols that everyone is welcome.
- Notes that nervousness persists, but more willingness to persevere.
- Club part of the Banyule Inclusive group, and notes that this helps the club make progress. Notes progress to create better relationships but would welcome further support from the community and Council.
- Has a Council grant to offer another event. But seeks help to design the event. Working with Bundoora Tennis Club.
- **Question to the group:** How can the club market the opportunity to the community- are they there just to play tennis or to engage in social opportunities?

Discussion

Comments from the Committee:

- Banyule Diversity Statement should be present on every club website.
- It's about moving to an equity approach to ensure LGBTIQA+ community people, feel safe, welcome and inclusive through the protocols implemented by sporting clubs to ensure they can have a positive experience of participating in sporting events

- Complainants should not be the winner.
 - In addition to the diversity statement, a requirement should be having it on the premises, and it is a requirement to have it built within the lease.
 - Community should be built through connection to tennis.
 - One member went to Viewbank club to test the waters to see if it was a rainbow wash or actual inclusive event-opportunity to take days of celebration and turn it into an event. Commends to club for delivering an inclusive event.
 - Visibility is important to LGBTIQA+ communities.
- LGBTIQA+ activities also struggle to attract membership.
- To attract marginalised communities, successful when assist with funding for transport to help people get there. By providing this, it increases participation by 80-90%.
 - Comment acknowledging the will of Viewbank Tennis Club to make progress and support other clubs.

Recommendation

Recommendation 1: Council requires all sporting clubs to display Banyule Diversity Statement on their websites and is highly visible within club premises and this should be a requirement contained within lease and seasonal allocation agreements. In addition, Council needs to ensure education is provided to clubs to build culture of inclusion.

3.3 Updates from Council (5 Minutes)

- Please refer to Committee Briefing Paper for reports against Committee Actions.
- Reflections on IDAHOBIT and Qwere St, feedback from both events shared with the Committee. See Briefing Paper for evaluation.

Discussion

Qwere Street feedback

- Got to event after 6pm and numbers down on previous events. Before 5pm lots of family. After 6pm people moved inside and the scene was different.
 - Suggestion to move the event back to Midsumma period in February.
 - Positive feedback on daytime activities.
 - Choices of performers were 'dead'. DJ was terrible.
 - Missing an MC in the evening.
 - Noted that the event was extended by three hours.
 - People were afraid due to protestors.
 - Noted the amazing work of the Rainbow Angels to help people feel safe.
 - 16-year-old local resident feedback- strangest gay party ever.
 - Branding on the day- not a lot of rainbow and colour.
 - Lovely to see it happening again after COVID.
 - Need seating further back to have a dancing area. Silent disco great, lot more food on offer and variety.
 - Need big ticket band to attract people, didn't lift the spirits of the party.
 - Not enough activities for smaller children.
- Cr Champion thanks committee for all their input into events.

IDAHOBIT feedback

Committee thanks Council for IDAHOBIT, disappointed at the poor turn out. Young people were reluctant to attend due to safety issues. Acknowledged the quality of speakers and performers. Committee noted that this event could be filmed, shared and live streamed in the future. So much work put into the event and shame it didn't translate into strong attendance.

Action

Action 3: Congratulations to Banyule for supporting the community and not cancelling events, despite negativity. The Committee would like to pass on a thank you to Montmorency Traders Association for their efforts.

Action

Action 4: Thanks to Councillors and EMT for attending IDAHOBIT event, despite clash with Volunteer event.

Action

Council to resend information on Joint-Committee Yarning Circle (19 July 2023) and information on the Banyule Community Grants.

LGBTIQA+ Population Committee

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- Joint-Committee Networking event at Barrbunin Beek Aboriginal Gathering Place has been postponed to 19 July 2023, invitations have been sent and Committee Members.

3.4 Other Business (15 minutes)

- Committee Members invited to provide updates.

Discussion

- Committee commented that they enjoyed meeting in person and sharing conversation which was more focused than on just policy.

- Notes that Council has adopted the progress pride flag (intersex inclusive) and recommends that clubs use this as well. The flag should not be separated out in display.

- Comment on the struggles of parents with young children to participate in community life.

- Queer Memorial Feasibility Project Update was provided, based on Richard's 5-year study. The project is scoping the feasibility of a memorial to represent people lost to queer oppression and AIDS. Richard and Xenia are moving forward with the project and have been in contact with the Pride Centre and the Coming Out in the North Network (comprised of northern local councils). Next steps involved are bringing the opportunity paper to Committee prior to it being proposed to Council for consideration.

- Rainbow Flag on the Greensborough Walkway has been installed and will remain throughout the month of June. Council has been monitoring customer service enquiries and has been responding accordingly.

Action:

Action 5: Council should consider permanent installation of the rainbow.

Action 6: Xenia to reach out to Paul prior to next meeting to discuss opportunity for Intersex inclusion in the feasibility project.

Nathan to present a technology-based creative engagement proposal for 12-20 year olds for committee feedback- **Held over to next meeting, 20 minutes to be allocated to this.**

4. Close and date of next meeting

Next meeting: Thursday 10 August 2023, 5.30-7.30pm at Ivanhoe Library and Cultural Hub.



Minutes Age Friendly Advisory Committee

25 May 2023



Age Friendly Committee | Minutes

Meeting details

Date of meeting	Thursday, 25 May 2023
Time	10.00am to 12.00pm
Venue	Room 406, Griffin Rm, 1 Flintoff St Greensborough
Chair/Facilitator	Cr. Tom Melican
Minutes	Laura Cattapan Coordinator Community Connections

Items

1. Introductions

Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

Diversity Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation, and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

Attendees

Attendee name	Affiliation/Organisation
Cr Tom Melican	Banyule City Council - Councillor
Mary Stringer	Age Friendly Committee Member
Jim Brewer	Age Friendly Committee Member
Glenn Swafford	Age Friendly Committee Member
Jenny Dale	Age Friendly Committee Member
Karlene Lang	Age Friendly Committee Member
Jo Wilson	Banyule City Council - Manager Resilient and Connected Communities
Laura Cattapan	Banyule City Council - Coordinator Community Connections
Jenna Gandolfo	Banyule City Council – Team Leader Community Connections
Senavi Abeykoon-Mudiyanselage	Banyule City Council – Asset Management Team Leader
Udani Muhandiramge	Banyule City Council - Asset Management Team Leader
Georgie Meyer	Banyule City Council – Manager Inclusive and Connected Communities
Jane Nixon	Banyule City Council - Strategic Development Officer

Apologies

Name	Affiliation/Organisation
Age Friendly Committee	

Dianne Williamson	Age Friendly Committee Member
Veronica Lee	Age Friendly Committee Member
Marcello D'Amico	Age Friendly Committee Member
Kath Brackett	Banyule City Council – Director Community Wellbeing

2. Actions from Previous Meeting (10.02 am)

1.1 Air Quality in Council Buildings

Previous Action: Manager Resilient and Connected Communities advised the Committee that she would raise the Committee's concern with the air quality at ILCH with relevant staff and discuss potential solutions.

Outcome

Community Connections Coordinator spoke to the Major Facilities and Precinct Officer, who confirmed the high air quality and air circulation system that operates at ILCH. Coordinator Community Connections requested the air quality information to be emailed.

Further Action

Community Connections Coordinator to include in the minutes the information emailed by the Major Facilities and Precinct Officer:

All larger sites, Flintoff, Watermarc, ILCH, and Rosanna and Watsonia Libraries, would have the central HVAC plant changed to full economy cycle. This means the system would be set to allow the maximum available outside air to be taken into the building and distributed. (Note the outside air is taken into the building to mix with the recycled air and conditioned to the required set point before being delivered throughout the building.)

2.1.2 Community Connection Age Friendly Program Update - Harmony Day Event

Previous Action: Community Connections Team Leader will provide the Age Friendly Committee feedback to the Multicultural Committee Contact Officer, for both committees to advocate to Council for a broader multicultural event in Banyule for Harmony Day.

Outcome

This was raised at the Multicultural Committee Meeting on 3 May. Unfortunately, the Meeting didn't have quorum. It was decided that it would be raised again later in the year for further discussion with the outcome provided to the Age Friendly Committee.

2.3.4 Population and Advisory Committee Honorarium Discussion

Previous Action: The Manager and Coordinator will raise the Committees concerns regarding charging a fee for the attendees at the Volunteer Celebration Working Group.

Outcome

This action was raised as a recommendation to Council from the Age Friendly Committee. Refer to Item 5.

3. Standing Agenda Items

3.1 Update from Council-

3.1.1 Councillor Update – Cr Melican (10min)

Cr Melican reported on the following:

Population Committee Honorarium:

- Population Committee Honorarium paper will initially go to Council for discussion and then a Council Report will go to Council for consideration and endorsement.
- Currently the Traditional Owners on the Reconciliation Action Plan Advisory Committee are the only Committee members receiving payments. This is largely due to Traditional Owners being on several Committees and providing specific understanding of Country to Council.

- Population Committees provided feedback via a survey; the consensus was not receiving payment to attend Committee Meetings.
- A Committee member raised concerns regarding barriers to attend Committee meetings for those on low incomes.
- Manager Resilient and Connected Communities said that several options are being considered including a payment for attendance in lump sum or reimbursement for expenses associated with attending.
- The Committee discussed the need for Committee members to meet reasonable attendance levels to be eligible for payments.

Extension of Tenure for Population Committees

- A proposal to extend the tenure of all Population Committees to align with the Mayoral term in November 2023 will go to Council for endorsement in August.

Budget 2023/2024 update

- The 2023-2024 Budget includes changes to the hardship policy to make it clearer and easier for people to apply.
- Council's Capital Works has faced difficulties due to skyrocketing costs and competition from major projects causing skills shortages.
- The draft budget will be released 29 May for consultation and feedback.
- A Committee member requested a Council officer present to Committee for feedback on the budget and expenditure on older persons services.

Urban Forest Strategy

- There were over 300 submissions to the Urban Forest Strategy. Council is aiming to plant 10,000 additional trees in nature strips over 2 years which will be an expensive project.
- Residents will be consulted and given a choice from a selection of trees. The Strategy aims to have 27% tree coverage across all council land. There is significant variation in the tree coverage across suburbs presenting a challenge to reach 27% tree coverage across the municipality.

Urban Food Strategy

- The Urban Food Strategy ensures Council has the right planning controls regarding community gardens and making allowances for the local food industry.

New Age Care Facility in Macleod

- There is a new aged care facility being proposed in Macleod.
- A Committee member raised concerns about the impact of the facility on the local community due to parking, traffic, construction noise and the size of the facility not being suited to a residential area.
- Cr. Melican said this will come to a Council meeting in July.

Action

Coordinator Community Connections to provide budget information to Committee Members.

[Shaping Banyule - Budget 2023-27, Year 3 Council Plan and Revenue and Rating Plan](#)

3.1.2 Community Connections Program Update

Community Connections Team Leader provided an update on the following programs:

Active April Walkathon, Friday 21 April 2023

- Community Connections team held a Walkathon at Willinda Park in April. The event was well attended with over 80 participants. The feedback from the event has been overwhelmingly positive with the view to make this an annual event.

Coffee Connect program

- The Coffee Connect program has been restarted and advertised in the June/ July Age in Focus Edition. Age Friendly Champions have been engaged to assist Council staff in the delivery of the program.

Community Connections Coordinator provided the following update:

Seniors Exercise Park

- Community Connections Team are working in conjunction with Open Space Planning and Design Team regarding the shading issue at the Exercise Park. Open Spaces are proposing additional seating in the shaded area and planting trees for shade in the future.

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- A Committee member raised the low attendance at the Senior's Exercise Park and raised concerns that extra shading would disrupt the sunshine and warmth in cooler months.
- The Coordinator discussed Council not using shared cloths due to safety and longevity issues.

Action

Coordinator Community Connections will see if members of the Open Space Planning and Design Team would be able to provide their proposal and potentially present the plan to the Committee for feedback.

3.1.3 Inclusive Banyule Advisory Committee Update – Glenn Swafford

Committee Member Glenn Swafford provided the following updates on the Inclusive Banyule Advisory Committee:

The Inclusive Banyule Advisory Committee meeting was held at Barrbunin Beek with Banyule's First Nations Lead discussing the role and significance of the gathering place.

The focus of the discussion was on the potential impact of the Voice referendum to First Nations people and their mental health. Council is aware of this issue and considering what supports it can offer the community.

A yarning circle is to be held for Advisory and Population Committee members to discuss the Voice on 19 July. The Committee member felt that an evening event was not ideal for the Age Friendly Committee.

- The Community Connections Coordinator said that she raised this and that was told it was organised to take place in the evening because many members of the other Committees are busy during business hours. Council will provide transport for Age Friendly Committee members who are interesting in attending.
- A Committee member suggested inviting the First Nations Lead to the September Committee meeting to provide an update on the progress of the Voice referendum.
- The Committee discussed parallels between the LGBTIQ+ marriage plebiscite and the Voice to Parliament Referendum and concerns about the negative impacts from the debate.
- A Committee member suggested seeking recommendations and key learnings from LGBTIQ+ Committee.
- Manager Resilient and Connected Community confirmed that members of the RAP Committee attended the last LGBTIQ+ Committee to seek ideas and strategies on how to best manage this.
- A Committee member mentioned the Together Yes campaign that encourages people to host kitchen table conversations about the Voice with resources available on the website.

The Inclusive Banyule Advisory Committee were consulted on gambling harm and minimisation with an experienced Council officer presenting a draft background paper on the issue. He felt this was a good process as it provided information, specified the scope of Council influence on the issue and allowed for a more informed discussion.

Action

Community Connections Coordinator will email the details on the Yarning Circle at Barrbunin Beek for Advisory and Population Committee members and will ask Committee members if they would like transport to and from the gathering.

The link to the Together Yes Campaign to be included in the minutes: <https://togetheryes.com.au/>

3.1.4 Community Updates, Committee Members

Cr Melican asked Committee members for any community updates:

A Committee member wanted to highlight the Age in Focus newsletter of which she is on the Working Group. She mentioned that the Working Group decided to feature an older person who does significant volunteer work for the Community. Donna Taylor was featured in the [April – May 2023](#) edition and approached the Committee member to thank her for the article. She reported that people have been visiting the Op Shop and mentioning the article and bringing in donations because they have read the article. The Committee member said it is great to hear that people are reading the newsletter and are happy with the content.

4. Other Business

4.1 Presentations/ Consultations/ Information

4.1.1 Draft Banyule Public Toilet Plan Consultation

Cr Melican and Coordinator Community Connections introduced Asset Manager Team Leaders Senavi Abeykoon-Mudiyanselage and Udani Muhandiramge to discuss Banyule's Public Toilet Plan Review and consult with the Committee on the new Plan.

Senavi provided a powerpoint presentation on the findings of the review of the current public toilet network in Banyule and how the data was collated. Senavi highlighted that the review identified where there are gaps.



Presentation to Age
Friendly Committee -

Committee member feedback and discussion included:

- Committee members said that from the consultation documentation it was not clear whether public toilets in shopping centres and other public venues were included in the mapping of public toilets in Banyule.
- The Team Leader said that Council has mapped all public toilets in Banyule there are 28 toilets within proximity to each other, however the 58 toilets identified in the presentation are Banyule Council owned and maintained, including public toilets in libraries, sports facilities, community spaces and so on.
- The Team Leader outlined the five Star rating system used to rate the condition of public toilets.
- A member of the Committee said that the unavailability of toilets at railway stations is an enormous challenge. He noted that over the years these toilets have disappeared or are locked.
- Committee discussed that the Protective Services Officers should provide enough safety to leave the toilets open.
- A Committee member questioned cost to improve access to railway public toilets. He suggested the toilets should be reopened for the public and Council and the State Government could share the maintenance costs. He felt this would be a cheaper option than building a new toilet block and should be advocated to State Government.
- Cr Melican said that the State Government were not going to have public toilets at the Rosanna Train Station. Council negotiated with the State Government to contribute money towards this and for Council to open and close the facilities. It took two years to this situation.
- A Committee member said that the only people that can use toilets in railway stations are people who have tickets, and this is an issue.
- Cr Melican said the ones at Rosanna were built outside the ticketed area.
- A member of the Committee asked what the requirements for Café's are to provide toilets, as this was raised at the Age Friendly Champions meeting. A Café in Macleod that closed their toilet and are now directing their customers to use the toilets at the station. The Committee member mentioned the Commonwealth Government public toilet map and felt it would be good to include the link in the Aged in Focus. She asked the Team Leader whether this map was used in the mapping of Banyule public toilets.
[National Public Toilet Map](#)
- The Team Leader said that the National Public toilet map was cross checked with the mapping from the review to ensure all toilets were identified. He also said that as part of the consultation process Council have received feedback from the community on where they think new public toilets should be located.
- The Team Leader said as part of the audit review Council will be looking at upgrading the toilets that received a one-star rating.

Action

Cr Melican said that he would like to get an update of the planning issues around public toilets and follow up on what the regulations are for Cafes and public toilets.

- A member of the Committee emailed the Community Connections Coordinator in response to Council's public toilet consultation, He read out his comments:
 1. One issue I'd be interested to hear more about is the cost of building and maintenance. It seems to me that one of the dilemmas is the cost of building and maintaining new facilities or upgrading current facilities. It can be easy to say we need new toilets here, here, and here but I would have no idea of the capital or recurrent costs. Or of the trade-offs - e.g., if we build new facilities can we still afford to maintain or upgrade current facilities?
If I can take one case in point, the public toilets at Ivanhoe Park. Not far from the Seniors Exercise area. My immediate thought is to recommend an upgrade but what might that cost? And what temporary provision if any could be made when the toilets are closed during constructions? And can we make an existing facility like that better without necessarily making it 'A grade'? (so, we have money to spend elsewhere?).

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2. I'd also be interested to know what the Banyule Team feel we can learn from other Melbourne councils.
 3. Finally, I'd be interested to hear what the Team thinks of the community toilet scheme in parts of the UK* and the pros and cons of such an initiative in Banyule. (*See e.g. <https://www.cityoflondon.gov.uk/services/streets/clean-streets/community-toilet-scheme-cts>)
- Community Connections Coordinator said that other Councils currently have similar arrangements to the UK Community Toilet Scheme including Port Phillip Council.
 - Cr Melican explained the budget process for the upgrading of the toilets. He also said Council is now making better use of facility builds and provided an example of new pavilion built at Banyule Flats where the toilets were built with an external and internal entrance. He is hoping the same design will be used for the new pavilion being built at Macleod Park.
 - The Manager Resilient and Connected Communities mentioned [Changing Places Facilities](#) and gender-neutral toilets for consideration in Banyule.
 - A member of the Committee said that Bellfield Community Hub has designated gender-neutral toilet.
 - A member of the Committee provided feedback that the Map Council provided was losing a lot of detail so he suggested using the same size objects for all the toilets but differentiate the new and existing toilets by using different colours.
 - A member of the Committee wanted to thank Council for bringing in Council Officers to consult with the Committee on this topic and would like more of this.

The Team Leader thanked the Committee and provided the Committee with his details if they would like to provide further feedback:

Mohammad Rashid,
City Assets Coordinator
0421180304

Mohammad.Rashid@banyule.vic.gov.au

Senavi Abeykoon-Mudiyanselage
Assets Management Team Leader
0423178985

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4.1.2 Banyule Inclusive Employment Program Review (20min) – Emma Joyce Inclusive Enterprise & Local Jobs Coordinator & Jane Nixon Strategic Development Officer

Georgie Meyer Manager Inclusive and Creative Communities introduced herself and said recently started at Banyule. Georgie introduced Jane Nixon Strategic Development Officer Healthy and Active Communities. Georgie said that Emma Joyce was unable to attend the meeting today.

Jane showed a powerpoint presentation which provided some background on the Inclusive Employment Program unique to Banyule Council. She explained that program focused on people experiencing barriers to securing meaningful and suitable employment who identify as Aboriginal and Torres Strait Islander, culturally and linguistically diverse, living with disability or a young person aged 16-25.



POP new pathways
program presentation

A member of the Committee asked why older people were not identified as one of the target groups, when often they experience significant difficulty to maintain or gain employment.

The Strategic Development Officer acknowledged this and said that gaps in the target group will be included in a review of the program. She said the four identified target groups in the current program were a historical decision. Through a review they are hoping to expand the selection criteria for the program.

Cr Melican said that at the time there was issues around employment of young people.

The Strategic Development Officer also said they recognise that within the four identified groups there is lots of intersectionality. It was identified the program has been well represented by all the target cohorts other than the First Nations Community. The program will now look at pathways for First Nations people within existing resources and create a new traineeship program. This would involve dedicating four out of the 15 places to First Nations community members. This will need to be endorsed by Council.

The Strategic Development Officer said that she wanted to discuss with the Committee barriers to the Inclusive Employment Program for some groups not currently included in the target groups. The review will look at the potential to expand the eligibility criteria and understand the challenges with assessing and managing eligibility. She is keen to gain input from the Committee and would like for two members of the Committee to participate in short interviews as

part of the Review and would like for the Committee to provide feedback today on the questions provided to the Committee prior to the meeting:

- What barriers are people experiencing in applying for the Inclusive Employment Program?
- How can we support people applying for the program?
- How can we make applying for the program safer and more inclusive?
- What else do we need to consider/think about?

A member of the Committee mentioned volunteering as a pathway to employment and the impact COVID-19 has had on the volunteer workforce.

The Strategic Development Officer said that volunteering will be included in the Strategy.

A member of the Committee asked what type of roles people can apply for.

The Strategic Development Officer said that they are varied across Council, and they work with both internal staff and the trainee to tailor their role and skills.

A Committee Member mentioned the [State of the Nation 2023 COTA Report](#). The perceived and actual barriers that older persons find about getting into the workforce. He also said that when people over 55 come out of the workforce it is striking how hard it is for them to re-enter, the data is stark on how long they are on jobseeker allowance. He asked if the program also worked with local businesses to reduce discrimination.

The Committee member also mentioned career transition and older people finding it hard to make the transition themselves and then employers not being comfortable employing for example an older engineer working in a Café

A Committee member mentioned if Council is looking at Inclusive Employment, then consideration should be made to the number of hours people work. She asked if the positions were fulltime as a lot of older people are not interested in fulltime work. There are a lot of issues for older people that will not be the same for younger people. Flexible work and what they do is very important for older people.

The Strategic Development Officer advised they consider what is best for the person and they have some people who only work one day per week.

A Committee member asked what sort of support people get once they are in the program.

The Strategic Development Officer said they have their direct supervisor and there is a member of her team that also provides additional support. Participants also attend regular workshops.

A Committee member said that it would be good to advertise how people are supported when looking for recruit.

Cr Melican said that there have been some huge successes through this program.

Community Connections Coordinator mentioned that the program should consider focusing on people who have been long term unemployed due to ageism or made redundant and can't get another job.

Manager Inclusive and Creative Communities said that the Strategy is due to be updated at the end of 2024 and would like to come and consult with the Committee next year

A Committee member said that it would be good to promote the program in Council's Age in Focus newsletter.

A Committee member asked what age would they consider a boundary, 65, 67?

Manager Inclusive and Creative Communities said that a person's age would not be considered a barrier.

Community Connections Coordinator asked if two members of the Committee would be happy to participate in the review. Jenny and Glenn both said they would be happy to participate in the review.

Cr Melican thanked the Officers.

4.1.3 Age Friendly Champion Relaunch (10min) – Age Friendly Champions Working Group and Community Connections Team Leader

A member of the Age Friendly Champions Relaunch Working Group reported the following

- She was very happy to see so many people at the relaunch including some original Champions.
- There was a lot of interest and diverse skills in the room.

A member of the Committee asked what happens next. The Community Connections Team Leader advised that interested parties registered for working groups and activities at the event are being contacted.

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Community Connections Team Leader said that there is an article in the next Age in Focus advertising for Champions.

A Committee member suggested that the team need to reach out to all the Champions post the relaunch to see if they are still interested in participating.

Action

Community Connections Team will put a call out to previous Champions post the relaunch outlining what activities they can get involved in. This will act as a final call to participate.

4.1.4 Update on the development of the Older Adults Framework 2030 (5min) - Community Connections Coordinator

Community Connections Coordinator said that as part of the Champions relaunch, she had three people nominate to be on the Co-design working group for the Framework. She said that the Working Group will be a key stakeholder in the development of the Framework.

Both Jenny and Kaylene said that they would participate on the Working Group.

The Community Connections Coordinator said this will be a regular Agenda Item for the Committee.

4.1.5 Banyule Trial Community Bus update (3min) – Community Connections Coordinator

The Community Connections Coordinator reported that the trial bus service is hoping to start running by the first or second week of July.

The infrastructure including bus signs etc are in the process of being installed.

Committee members will be invited to the Launch with a tour of part of the bus route with the Councillors. Given there are only 17 seats on the bus there are limited seats for Committee members. The Coordinator will provide Committee members will more details closer to the date.

The Coordinator said that their will need to be extensive promotion of the service and will be asking the Committee to support Council with promotion.

A Committee member asked if it the service used existing bus stops and the Coordinator said that this is not allowed. Committee members said that this needs to be advocated.

4.1.6 Yarning Circle for Banyule Population and Advisory Committees (2mins) – Community Connections Coordinator

Refer to Agenda Item 3.1.3

5. Committee Recommendation to Council

5.1 Previous meeting recommendation outcomes

As outlined in the Council Meeting Minutes 17 April 2023, the following Council's response to the Age Friendly Committee recommendations were moved:

Note the officer recommendations and responses to the above recommendations are as follows:

5.1.1 There is no charge for the Banyule Volunteer Celebration.

- a) *That Council does not intend for individual volunteers to be charged the full amount of a ticket for the Banyule Volunteer Celebration, however, note that volunteers and not-for-profit organisations would be expected to make a small contribution currently set at \$10 for their ticket towards the ticket for the event.'*
- b) *In the instances where volunteer groups or organisations do not have the ability to pay for a ticket due to limited funds or special circumstances, Council will make available free tickets to individual volunteers.*

5.1.2 There are more community events that are not age specific held during the daytime as night-time is often not as accessible for older adults.

- c) *In relation to the recommendation at 6(b) note that as part of annual event planning processes for events officers will plan for more community events to be held during the daytime to accommodate greater participation.*

5.2 Meeting recommendations

The Age Friendly Committee would like to recommend that Council extend the Inclusive Employment Program to include older people as a target group.

The Committee would also like to acknowledge their support of the consultation process for the update of the new Public Toilet Plan and future investment in public toilets.

6. Close and date of next meeting

The next meeting will be Thursday 27 July 2023. Venue to be confirmed. Committee members were happy for the meeting to take place at Bellfield Community Hub if a meeting room couldn't be booked at 1 Flintoff St, Greensborough.

The meeting was scheduled for the 29 November 2023, however needed to be moved to the 23 November 2023. This meeting may need to be moved to occur before the Mayoral election which is on 13 November.

Action

Community Connections Coordinator will email the Committee confirming the venue for the July meeting and an updated date for the November meeting to take place prior to the Mayoral election.

Advisory and Population Committees

Achievements Report June 2023



Background

In November 2020, Council resolved to undertake a review of the advisory committees. As a result, in May 2021, Council resolved (CO2021/98) to establish four:

- Inclusive Banyule Advisory Committee
- Reconciliation Action Plan Advisory Committee
- Arts and Culture Advisory Committee
- Banyule Environment & Climate Action Advisory Committee.

At this meeting Council also resolved to establish four supporting committees for the Inclusive Banyule Advisory Committee that represent specific population cohorts. These population committees are:

- Multicultural Committee
- Disability and Inclusion Committee
- LGBTIQ+ Committee (now known as the LGBTIQ+ Committee)
- Age-Friendly City Committee.

Council also requested an outcomes report of the advisory committee review.

In September 2022, Council received a Review of Council's Advisory and Population Committees Report, which provided an overview of the outcomes of the new committee structure, including attendance rates, progress of each committee and proposed seven continuous improvement opportunities. At this meeting Council resolved (CO2022/152) to receive an Advisory and Population Committee Achievements Report in June 2023.

This purpose of this report is to respond to resolution CO2022/152, provide Council with an overview of key advisory and population committee achievements.

Committee Attendance

Committee	Meetings per year	Membership cap	Inducted members	Members June 2022	Members June 2023	Average rate of attendance
Reconciliation Action Plan Advisory Committee	6	15	9	10	15	66%
Environment and Climate Action Advisory Committee	4	12	11	12	9	90%
Arts and Culture Advisory Committee	4	17	12	12	12	76%
Inclusive Banyule Advisory Committee	4	22	22	19	18	43%
Disability and Inclusion Committee	6	15	15	12	11	64%
Multicultural Committee	6	15	14	13	10	63%
LGBTIQ+ Committee	6	15	15	15	14	61%
Age-friendly Committee	4	12	9	8	8	66%

Achievements

Banyule Environment and Climate Action Advisory Committee

Committee purpose- The priority of the committee is to be a conjoint between the community and Council. BECAAC members are representatives of the diverse Banyule community and are appointed to work constructively with Council to input into environmental and climate action strategy.

Achievements:

- This year BECAAC have inputted into the Community Infrastructure Framework, ensuring that it properly defined the term 'Natural Environment' and recognised the effect buildings have on their local biodiversity and ecosystems, and how this could be a more positive relationship.
- BECAAC ensured the Urban Forest Strategy took biodiversity and local ecosystems seriously, embedding these themes into the guiding principles and then ensuring they flowed right through to the actions.
- BECAAC recommended a program of Community Energy Officer drop-in sessions which are now operating once a month each at Ivanhoe Library & Watsonia Library.
- BECAAC ensured that the operating life of a potential new pool at Olympic Leisure was considered in terms of environmental impact from chemicals.
- BECAAC ensured the great work of the Montmorency Biodiversity Group in monitoring and protecting Krefft's Gliders was recognised in the new No Local Extinction Plan.
- BECAAC have representatives who are working closely with the Urban Food Strategy development team to ensure our Community Gardens are supported.
- BECAAC have formed a Biodiversity Working group to ensure the Biodiversity Plan is responsive to local ecological threats and opportunities.

Recommendations:

- BECAAC recommended that Council pursue membership of ICLEI – Local Governments for Sustainability Oceania for a trial year of 2023/24 and that BECAAC receives an activity & evaluation report before a recommendation is made for continued membership.
 - Council endorsed this recommendation and Banyule has now signed up to ICLEI for a trial year with Cr McKern as the representative.

Reconciliation Action Plan Advisory Committee

Committee purpose- The aim of the RAP Advisory Committee is to provide Council with advice and information on inclusion, access and equity issues facing Aboriginal and Torres Strait Islander communities and to oversee the development of Council's Innovate RAP.

Achievements:

- The RAP Advisory Committee made reference to the Victorian Aboriginal Local Government Strategy to inform the development of a Banyule Aboriginal Action Plan to replace the Innovate RAP.
- The Committee provided advice to Council on a range of matters including the Inclusive Employment Program, Council's Flying of Flags Policy, Aboriginal Housing Victoria MOU to waive rates for tenants, installation of a plaque for First Nations Service Personnel, Citizenship Ceremony changes, and Seven Seasons project.
- The Committee recommended that Council supports the Aboriginal and Torres Strait Islander Employment Pathways research recommendations to develop a culturally safe and supported employment pathway.
- The Committee informed a range of events to acknowledge significant dates including Sorry Day, Reconciliation Week
- The Committee championed the Uluru Statement from the Heart which led to Council endorsing the statement.

Recommendations:

- The RAP Advisory Committee recommends that Banyule City Council remove the Citizenship Ceremony hosted on January 26th moving forward and that Council investigate an alternative date during that week. 12th April 2023
- The RAP Advisory Committee recommends that Banyule City Council support the Aboriginal and Torres Strait Islander Employment Pathways research reports recommendations. These recommendations are:
 - Council to develop a culturally safe and supported employment pathways program in line with the recommendations outlined in the Aboriginal & Torres Strait Islander Employment Pathways review; leveraging existing operating budget of Council's Inclusive Employment Program to create up to 4 Aboriginal and Torres Strait Islander identified traineeships per annum and 1 Aboriginal and Torres Strait Islander identified permanent role to lead the program.
 - While the Inclusive Employment Program is a commendable program, it is not adequately meeting the needs of Aboriginal and Torres Strait Islander peoples and that a new evidence-based approach tailored to Aboriginal and Torres Strait Islander peoples is required
 - The committee also recommend that Council allows the proposed program to not be bound by Banyule municipality boundaries -15th February 2023
- The RAP Advisory Committee recommends Banyule City Council to develop an Aboriginal Action Plan using the Victorian Aboriginal Government Strategy as the new strategic way forward for reconciliation - 12th October 2022
- Following recommendation from the RAP Advisory Committee officers will develop a renaming proposal for Bolden Street Heidelberg. The proposal will be considered and investigated by Council's, Property and Valuations Team. Upon completion a report will be submitted to Council for consideration. - 10th August 2022

Arts & Culture Advisory Committee

Committee purpose- To provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in the strategic development of arts, culture and heritage planning, policy and development.

Achievements:

- An Art Collection Working Group was established as a sub-group of BACAC in 2021. Members have expertise in curation, gallery, museums and collection management. Recommendations from this working group were then presented to BACAC for discussion, prior to recommendations being made to Council. This working group has provided advice which led to the decommissioning of a piece of public art – The Sleeping Sentinel – in November 2021. They have assisted with advice on accessioning 11 new artworks into the Banyule City Art Collection from the 2021-22 Banyule Award for Works on Paper Finalist's Exhibition, and another 9 artworks in the 2022-23 Financial Year.
- An Arts & Culture Grants Working Group was established as a sub-group of BACAC in 2022. Members have expertise in creative program delivery and governance policy. The working group worked with Council staff to form an assessment panel which selected 7 projects for funding in October 2022.
- BACAC's major ongoing work has been to support the development of Council's next Arts & Culture Strategy – Creative Banyule 2030. Advice, input and expertise has been given at regular meetings since mid-2022. This included the establishment and further refinement of a vision statement, strategic focus areas and an outcomes framework for the new strategy. In February 2023 this work was tested in a community engagement campaign. BACAC's input will next be sought in testing the draft strategy prior to presentation to Council.

Recommendations:

- Recommendation that Council de-accession and de-commission the 'Sleeping Sentinel' sculpture in Ivanhoe - 4 November 2021.
- That Council note the unanimous BACAC recommendation to endorse the proposed acquisitions of 11 new art works for addition to the Banyule City Council Art Collection - 3 February 2022.

- That Council note the unanimous BACAC recommendation to endorse the proposed acquisitions of 8 new art works for addition to the Banyule City Council Art Collection - 4 May 2023.

Inclusive Banyule Advisory Committee

Committee purpose- The priority of this committee is to assist with the development, implementation and review of Inclusive Banyule Plan, Council's social justice, employment, health and wellbeing and inclusive framework.

Achievements:

- Throughout the year, the committee received updates on the progress of each population committee and the RAP Advisory Committee.
- As the entity responsible for overseeing the Inclusive Banyule Plan, the Committee supported its finalisation in preparation for adoption in September 2023 and at each meeting, the committee has received updates from Council on progress against the Year 1 Action Plan.
- The Inclusive Banyule Advisory Committee agreed to focus on two key community issues, social and affordable housing and mental health supports.
- In relation to Social and Affordable Housing, the committee engaged in discussions regarding local social and affordable housing projects and provided advice to Council on the development of an interim Social and Affordable Housing Policy.
- In relation to Mental Health, the committee deeply discussed the issues and opportunities, and roles and responsibilities across the ecosystem. In addition to presentations from Department of Health and Department of Education, the committee discussed the mental health needs of Aboriginal and Torres Strait Islander People leading up to the national referendum.
- The committee also discussed Council's Municipal Public Health and Wellbeing Plan and received updates on Council's actions and population level health outcomes.

Recommendations:

- That Council align the terms of the advisory and population committees to align with Councillor mayoral terms.

Council to consider recommendation August 2023.

- Council notes the Inclusive Banyule Advisory Committee congratulates and supports Council's endorsement of the Uluru Statement from the Heart.

LGBTIQA+ Committee

Committee Purpose- To provide Council with advice and information on inclusion, access and equity issues facing the LGBTIQA+ community, and on the implementation and review of Council's LGBTIQA+ Plan.

Achievements:

- The LGBTIQA+ Committee has supported the planning of key days of significance across Council, including the Victorian Pride March, Trans Day of Visibility, and IDAHOBIT. One Committee Member shared their story as part of the World Aids Day acknowledgement, which is a resource now available to uplift understanding on this issue within Council.
- Per recommendation from the 13 April 2023 Committee Meeting, Council is flying the Progress Pride Flag at civic centres from 17 May 2023 until 30 June 2023, marking the end of Pride Month.
- The Committee has provided insight on a feasibility study on the establishment of a memorial to the LGBTIQA+ community lost to discrimination.
- In February 2023, the Committee hosted the first Joint-Committee networking event, which was held at Ivanhoe Library & Cultural Hub during the Midsumma celebrations. This event was attended by over 30 Committee members, community members and Council staff and provided an opportunity to connect.
- The Committee has provided insight and feedback on a number of key projects including: the Inclusive Banyule 2022-2026 Action Plan, Qwere St, IDAHOBIT Day, Gender Impact Assessments, supporting LGBTIQA+ youth in Banyule, and parallels between the 2017 Marriage Equality Plebiscite and the upcoming Referendum on an Indigenous Voice to Parliament.

- On 27 April 2023, Council made a submission to the ABS Consultation Hub to create appropriate question(s) on variation in sex characteristics, gender identity and intersex in the 2026 Census and subsequent ABS data collections.

Recommendations:

- Council makes a submission to the Australian Bureau of Statistics by 28th April 2023 in support of the adoption of the ABS 2020 Standard for Sex, Gender, Variations of Sex Characteristics and Sexual Orientation Variables and use these guidelines to create appropriate questions on variations in sex characteristics, gender identity and intersex.
Recommendation completed under delegation.
- Council flies the Progress Pride flag, that is inclusive of the Intersex symbol, at Council offices located at 1 Flintoff Street Greensborough and the Ivanhoe Town Hall located at 275 Upper Heidelberg Road Ivanhoe every day of the year.
Recommendation completed under delegation.
- Council requires all sporting clubs to display Banyule Diversity Statement on their websites and is highly visible within club premises and this should be a requirement contained within lease and seasonal allocation agreements. In addition, Council needs to ensure education is provided to clubs to build culture of inclusion.
Recommendation has not yet been addressed.

Disability and Inclusion Committee

Committee purpose- To provide Council with Disability, Inclusion, Access and Equity and Human Rights advice and information on the evolving context of disability, and on the issues, barriers and challenges facing, the opportunities available to, and the aspirations of, people with disabilities in Banyule.

Achievements:

- The Committee has provided insight and feedback on a number of key projects including: the Inclusive Banyule 2022-2026 Action Plan, the Community Infrastructure Plan, the AAA Inclusion@Sport Project, East Ivanhoe Streetscape, mapping disability networks in Banyule, and a discussion paper on Universal Design and Placemaking.
- A major focus of the Disability & Inclusion Committee's workplan has been the disability website review project, which has involved significant consultation from Committee Members, some of which have helped to form the Panel of Experts for the project. Initial results are expected in June.
- The Disability & Inclusion Committee has supported key days of significance to be included in the Days of Significance/Acknowledgement Calendars, including International Day of People with Disability, Autism Awareness Month.
- Supported the deliver the Autism Family Day Event, which was supported by four sporting clubs, two local disability service providers and an art therapist and saw over 50 local community members in attendance.

Recommendations:

- Inclusion @ Sports project – recommendations to Recreation and Leisure Team
 - That there be a leadership position from the Disability and Inclusion Committee to represent community in Inclusion @ Sport project meetings.
 - That there be consideration in sporting clubs on how uniforms, whistles etc. affect people with disability.
 - That a benefits and evaluation framework be endorse by the Inclusion @ Sport project
 Recommendation actioned under delegation.
- East Ivanhoe Streetscape project- Recommendations to the Strategic Planning and Urban Design team
 - That Council investigates wheelchair accessibility of footpaths in Greensborough, particularly around Flintoff Street for people accessing WaterMarc

- That Council investigates contrast of surfaces, the impact of different surface types, textures and gradients in the redesign of East Ivanhoe streetscape.

Recommendation actioned under delegation.

- For Council to raise the Disability Pride flag at the Greensborough and Ivanhoe Customer Service Centre sites throughout the month of July 2013 and communicate to the community about the significance of this flag.

Recommendation actioned under delegation.

Multicultural Committee

Committee purpose- To provide Council with advice and information on the evolving context of multiculturalism, and on inclusion, access, equity and human rights issues, barriers and challenges facing, the opportunities available to, and the aspirations of, multicultural communities in Banyule.

Achievements:

- Throughout this term, the Multicultural Committee has supported the development of Inclusive Banyule and year 1 action plan by participating in consultations activities, providing feedback and advice to council regarding key issues facing their communities.
- The Multicultural Committee has provided feedback and perspective on a number of key projects including: Urban Food Strategy, Community Infrastructure Plan, Food Organic Garden Organics and a review into translated information on Council's web page.
- In 2022, the Multicultural Committee provided feedback and agreement that lead to a recommendation for Banyule City Council to become a signatory of the ICAN Cities Appeal.
- The Multicultural Committee has supported the development of events to celebrate and recognise Harmony Week and Refugee Week.
- The Multicultural Committee has provided advice and recommendations into the days and occasions which should be included on Banyule Days of Significance Calendar of days of significance project

Recommendation:

- For Council to become a signatory for the International Campaign to Abolish Nuclear Weapons (ICAN) Cities Appeal on Wednesday 7 December 2022. Council resolved to endorse the ICAN Cities Appeal on 20 March 2023.

Age-friendly Committee

Committee purpose- To provide Council with advice on older adults issues and aging well in Banyule. The Age-friendly Committee will oversee the relevant strategic plan and Council's involvement in the World Health Organisations Global Network of Age-friendly Cities.

Achievements:

- The Committee provided advice to Council on a range of matters including:
 - The possible installation of shading at Ivanhoe Seniors Exercise Park
 - Supporting local seniors and bowls clubs
 - The Banyule trial community bus project
 - The promotion of air quality in Banyule buildings and facilities
 - The Age Friendly Champions structure and relaunch
 - Seeking to engage with the Multicultural Population Committee to advocate for a bigger community event to celebrate Harmony Day
- The Committee deliberated on the EveryAGE Counts Campaign as requested by the Mayor and advised that the Mayor sign the EveryAGE Counts Pledge at the Age Friendly Champions Relaunch event in April 2023. The Committee also requested that Council deliver a range of actions to tackle ageism.

- In addition, the committee were consulted on a range of Council Plans including Community Infrastructure, Inclusive Employment Program, Creative Banyule, and the Public Toilet Plan.
- Informed the development and evaluation of the Banyule Seniors Festival, the Ivanhoe Library Seniors Takeover night, Active April Walkathon and Harmony Day event.
- Considered the Age Care reforms and considered changes associated with the Commonwealth Home Support Program, the Regional Assessment Team and the opportunity associated with the Care Finders Program.
- Informed progress to develop the next iteration of the Age Friendly Strategy and re-engaged the Age Friendly Champions groups.

Recommendations:

- The Committee to have an increase in membership from 12 to 15 members.
- Council to consider having no charge for the Banyule Volunteer Celebration.
- There are more community events that are not age specific held during the daytime as night-time is often not as accessible for older adults.
- Council extends the Inclusive Employment Program to include older people as a target group.

Committee development opportunities report

In September 2022, Officers proposed seven continuous improvement opportunities. The following statements represent progress against relevant opportunities.

Implement annual surveying of advisory and population committees

Develop and adopt a standard annual survey of committees.

Progress notes:

- Committees were surveyed between November 2022 and January 2023.
- A total of 36 responses were received from the members across the eight committees.
- Overall satisfaction of the committees was 4.6 out of 5, with the collective highlighting that they felt valued and understood their role. They also felt that meetings were inclusive and accessible, that the matters discussed were relevant and that the information provided allowed for participation. Areas they felt we could improve upon was the variety and quality of guest speakers, induction, and the level of influence on council policy and practice.
- The committee members also outlined some personal suggestions of what is working well including that meeting were well organised, they provided good information, they were relaxed and allowed for open conversation, were well supported by officers, and were kept to time. They also liked the opportunity to work in collaboration with Council on projects and to see change or actions happen.
- Individuals also made some recommendations for improvement which included more time or deeper discussions on certain topics, having pre-meetings or briefs allowing for more exploration and recommendations at actual meetings, improving engagement opportunities with more face to face opportunities, recognition of committee efforts and expertise, more tangible outcomes or projects, greater intersectional representation in committees and ensuring we close the loop on items discussed.

Improved subject matter briefings

Adopt a Committee briefing format. As successfully implemented by the Environment and Climate Action Advisory Committee, all Council officers or other guest speakers seeking to present information to an advisory or population committee meeting are requested to complete a Committee briefing paper, to be attached to the agenda.

Progress notes:

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- A formal organisational-wide process for engagement with committees has been established, with the process being supported by the Community Engagement Lead. All senior leaders have been briefed on this new process and it is now considered business as usual.
- A trial committee briefing paper has been implemented, The aim is to share relevant information on agenda items for committee members who may benefit from time to process information. The purpose to free up time in meetings to discuss matters. This initiative supports members of the Multicultural, Disability and Inclusion and LGBTIQ+ population committees and the Inclusive Banyule Advisory Committee. The Committee Briefing papers have been described as a useful resource by committee members.

Timely and targeted engagement with Committees

Build in committee engagement into project management and community engagement approaches. Feedback indicates that engagement is often tokenistic and fails to allow for authentic opportunities to contribute.

Progress notes:

- On 5 September Council resolved to ensure all projects over \$5million ensure community engagement with relevant committees.
- Contact Officers are working with relevant departments to ensure consultation is authentic and maximises opportunities for member contributions.
- Feedback loops are the next step to improve this process.

Simplified Committee Agendas

Adopt a committee agenda incorporating an accessible table format.

Progress notes:

- Standard agenda table format was established and is being used by Contact Officers.
- The Disability and Inclusion Committee have added an accessible agenda (in Easy English) to support members with accessibility issues to easily understand the agenda.

Facilitate integrated working group opportunities

Taking an intersectional approach, in the event a community issue or opportunity has relevance for two or more committees, the establishment of a working group is recommended.

Progress notes:

- A working group to plan the Inclusive Seminar Series had limited success, whereby it was difficult to engage representation from all committees.
- Contact officers view engagement as a work in progress. To build connections and relationships between committees, regular joint committee events are being facilitated. The first event was held in February, to mark the Midsumma Festival. The second event was held in June at Barrbunin Beek to bring committees together to discuss the upcoming referendum.

Adopt an Inclusive Meetings Practice Guide

In acknowledgement of the differing access and inclusion needs of meeting participants (current and future), an Inclusive Meetings Practice Guide was to be developed.

Progress notes:

- The guide was developed and tested.
- It is available for internal use and it is intended to be published for community use in 2023-24.

Appendix 1:

Committee survey

Diversity of skills and expertise, and the perspectives and lived experiences of people from different backgrounds contribute to good governance and help ensure that Council are making decisions in the interests of the communities which we serve.

Council works closely with advisory and population committees to support Council to better understand key issues our communities experience. The outcomes of committee meetings guide Council to deliver inclusive services and to help develop, implement, and monitor Council's plans and strategies.

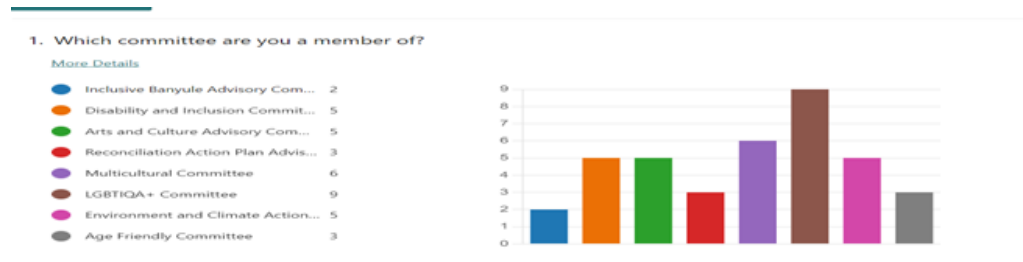
Currently Council administers eight committees:

- Reconciliation Action Plan (RAP) Advisory Committee
- Environment and Climate Action Advisory Committee (ECAAC)
- Arts and Culture Advisory Committee (ACAC)
- Inclusive Banyule Advisory Committee plus population committees:
 - Disability and Inclusion Committee
 - Age-friendly Committee
 - Multicultural Committee
 - LGBTIQA+ Committee

To assist Council to better understand the experience of members of these committees, Contact Officers organised for a mid-term check in. All members of committees were invited to respond between the months of November 2022 to January 2023. Below is the summary of the results that will be used to inform further discussion for committees and to the future Advisory Committee Review due in June 2023.

Survey Results:

Question 1: Committee Representation in Responses – A total of 36 responses were received.



Question 2: Please rate your experiences as a committee member (1 poor – 5 excellent)

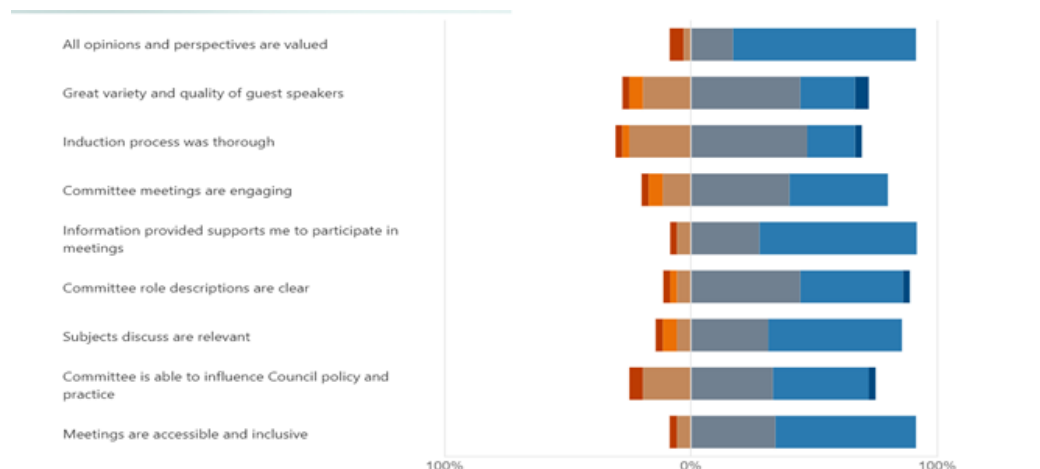
4.29
Average Rating



Advisory and Population Committees | Achievements Report June 2023

An average rating of 4.29 was received. 84% of the respondents felt their experience as very good to excellent. No-one felt their experience was poor. Four people felt their experience could be better.

Question 3: Members were asked to rate a number of areas from strongly agree (blue/grey) to strongly disagree (red/orange).



Based on a traffic light system approach – Red (need to address) Orange (could improve) Green (doing well) the results were as follows:

- All opinions and perspectives are valued** – Overwhelmingly most of the respondents either strongly agreed (74.3%) or agreed (17.1%). 5.7% of members felt their perspectives were not valued.
- Great variety and quality of guest speakers** – Members provided a mixed response to this, with 2/3 indicating their agreed (44.4%) or strongly agreed (22.2%) and 1/3 feeling unsure or that we could improve in this.
- Induction process was thorough** – Two thirds of members agreed (47.2%) or strongly agreed (19.4%) that the induction process was thorough. One in four people were neutral which shows again an opportunity for improvement in existing processes.
- Committee meetings are engaging** – 80% of respondents agreed or strongly agreed that meetings were engaging. One in five people we could make the meetings more engaging and active.
- Information provided supports me to participate in meetings** – Overwhelmingly (92%) people found the information received both prior and during the meetings allowed them to actively participate.
- Committee role descriptions are clear** – 86% of respondents felt that they had a clear understanding of their role and responsibilities.
- Subjects discussed are relevant** – 85.7% of respondents felt that the topics discussed were relevant to themselves and the purpose of their committee.
- Committee can influence Council Policy and Practice** – Although 72.2% of members felt that they have a level of influence on Council Policy or practice, a significant number one in five felt this could be strengthened.
- Meetings are accessible and inclusive** – Overwhelmingly most members 92% felt that the meetings were inclusive and accessible. A few people were neutral on this issue.

Question 4: Areas of improvement

Some of the member suggestions include:

Positives	Improvements
<ul style="list-style-type: none"> - Meetings are enjoyable, relaxed and full of listening and speaking - Clear timelines and minutes - Ensuring goals are met - Continuing the committees and the projects being delivered in collaboration 	<ul style="list-style-type: none"> - Additional time allocated to express views on inclusion measures council can undertake - Better acknowledging and affirming the needs of different population groups - Some matters discussed are broad and not focused on theme or population group - Meetings are pressed for time – slightly longer or cover less ground at each meeting

Advisory and Population Committees | Achievements Report June 2023

<ul style="list-style-type: none"> - with members of committees - Regular director updates - Briefing papers - Contributions listened to and discussions fair 	<ul style="list-style-type: none"> - More information ahead of time - Pre-meeting on significant issues and use the meeting for recommendations - More discussion time on key issues - Ensuring we close the loop on policies or programs input has been provided to - Engagement online is difficult - Location – Ivanhoe can be difficult to get to - Time of meeting – too early if have children - Focus on more sustainable change projects – not just events - Greater engagement between committee meetings to keep momentum - Face to face meetings would be good – less engagement online - Ensuring induction for newly co-opted members - Contributions reflected into practice could be strengthened - Better member engagement, meeting etiquette and adhering to TOR - Increase diversity of group – intersectional
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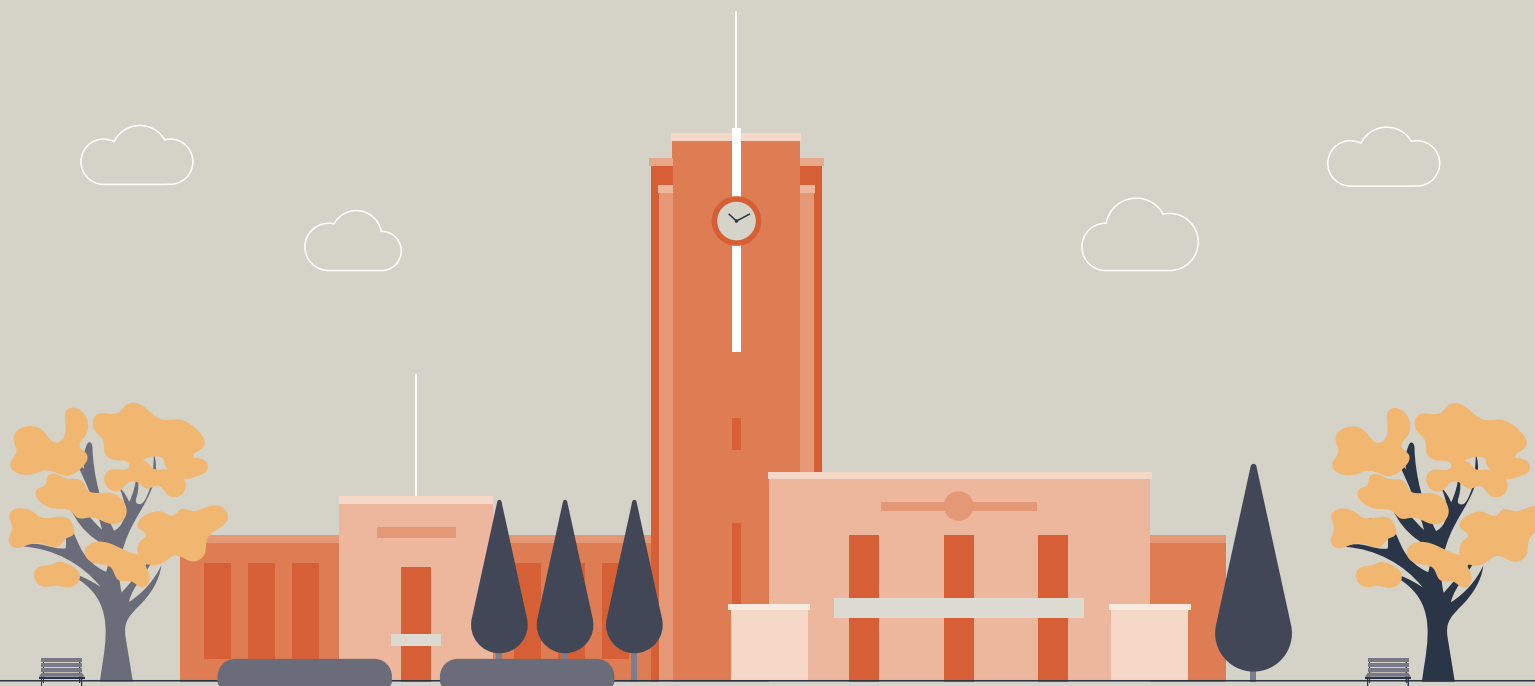
Q5. Any other insights

Positives	Improvements
<ul style="list-style-type: none"> - Attention to detail and keeping to time - Hardworking committee and well supported by Councillor and Staff - Well organised and everyone is heard - Diversity in committees - Effective and productive meetings - Working groups appear to be productive 	<ul style="list-style-type: none"> - Recognition for our efforts in some way. Committees play a valuable role for Council, and this should be recognised - Committees feel like a tick the box exercise and don't use time or expertise well. - More frequent topic or pre-meetings to allow more recommendations in meeting time. - Combined event to celebrate and recognise the achievements so Councillors can hear what is important to committees - Place and time for Banyule queers to meet - Focus on the diverse areas of Banyule – especially socially disadvantaged - Staff changes and the need to reinforce role of committee - Inviting members to contribute to the agenda - Ensuring long term commitment to inclusion irrespective of the committees - Clearer goal and work plan for the committee - Enhance diversity in displays and communications - Bringing together broader community discussion and partnership opportunities



Draft Banyule Heritage Strategy 2023-2033

DRAFT FOR CONSULTATION



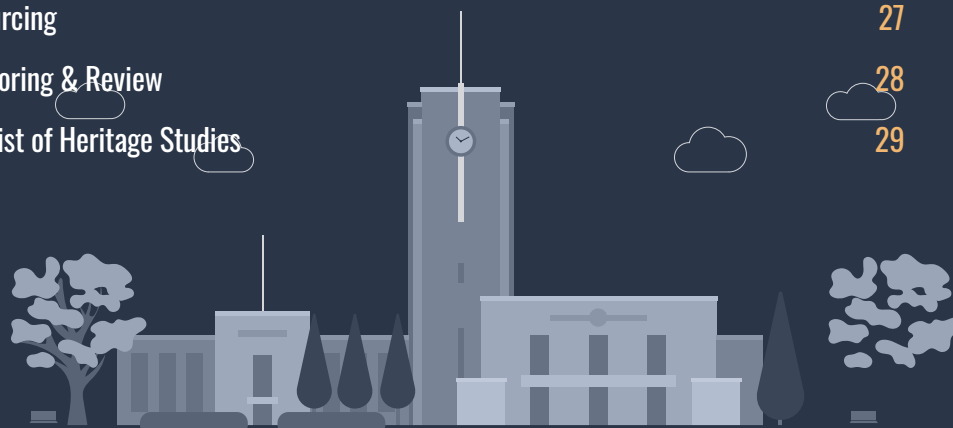
Banyule City Council is proud to acknowledge the traditional custodians of the land as the Wurundjeri Woi-wurrung people and we pay respect to all Aboriginal and Torres Strait Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history.

Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone; principles which empower, foster harmony and increase the wellbeing of an inclusive community.

Banyule City Council
Draft Heritage Strategy 2023-2033
Prepared June 2023

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Message from the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation

As the Traditional Owners of the area, the Wurundjeri Woi-wurrung people have a deep connection to the lands within the City of Banyule.

The Wurundjeri Woi-wurrung and their land are inseparable. Everything, identity, beliefs and way of life are intricately woven into the fabric of Banyule and beyond.

The Wurundjeri people take their name from the Woi-wurrung language word '*wurun*' meaning the Manna Gum (*Eucalyptus viminalis*) which is common along '*Birrarung*' (Yarra River), and '*djeri*', the grub which is found in or near the tree. Wurundjeri are the 'Witchetty Grub People' and our Ancestors have lived on this land for millennia.

Local governments are in a unique position, and they also have a responsibility to care for the Country and the people within their municipality in order to form a real community that is inclusive and respectful for all, but particularly to those who are the First Peoples of this Country.

We are pleased Banyule Council have engaged with us in producing this document and with the respect and understanding shown for our culture.



Banyule Swamp

Executive Summary

The Banyule Heritage Strategy 2023-2033 is the second such strategic heritage document. It provides high level direction to guide Council's future program of work over the next 10 years with regard to both Aboriginal and non-Aboriginal cultural heritage within the City of Banyule. It has a particular focus on the identification, protection, management and promotion of the City's heritage assets.

The Heritage Strategy 2023-2033 supports the Council Plan and is underpinned by the principles set out in *The Burra Charter: the Australia ICOMOS Charter for Places of Cultural Significance* (2013) and has been prepared in accordance with *Heritage Victoria's Municipal Heritage Strategies: A guide for Councils* (2012). It forms a strategy that:

- Recognises Council's ongoing role in the protection, management and celebration of all aspects of cultural heritage
- Identifies and prioritises areas for action to achieve objectives over the next decade
- Reports on and celebrates achievements

Our objectives for heritage over the next 10 years are to:

- improve our understanding of Banyule's heritage by identifying places that are important to us and ensuring that information is well documented
- ensure heritage places are protected, appropriately managed and valued
- support heritage through Council's various roles and responsibilities
- celebrate our heritage as a community, raising awareness and appreciation and enhancing its value for all

The actions identified within the Heritage Strategy will be funded by annual budget allocations, supplemented with grants and other support. The work will further benefit from continued development of strategic and operational partnerships with a range of external stakeholders.



St John's Catholic Church

1. Introduction

We acknowledge the rich and multi-faceted Aboriginal cultural heritage of the Wurundjeri Woi-wurrung people who are the Traditional Owners of the place now known as Banyule, and recognise the sensitivity and importance of the numerous areas and sites of cultural heritage sensitivity across the municipality.

Banyule is also proud of its non-Aboriginal cultural heritage including a range of individual places and precincts with cultural heritage value including buildings, parks, trees and areas. Our heritage contributes to our understanding of the past, and provides sense of belonging, place and identity. We are working to ensure that our heritage continues to be a source of enjoyment, creativity and pride to our community now and into the future.

The Heritage Strategy 2023-2033 provides a framework to guide Council on heritage matters within the organisation and the broader community.

“Heritage places, objects and stories give our lives meaning and purpose, as individuals and as communities. They create a strong and enduring sense of community identity.”

Heritage is an essential part of the present we live in and of the future we will build. Heritage does not stand still; each generation adds to tomorrow's heritage. Council, together with the local community play a vital role in preserving, celebrating and enhancing Banyule's valued heritage.

1.1. Purpose

The Banyule Heritage Strategy 2023-2033 is a key document that defines Council's strategic approach to the management of heritage. It recommends key actions to identify, protect and maintain all aspects of Banyule's heritage places, support and assist owners of heritage places, and educate and promote Banyule's history and heritage assets. It will help sustain the diverse aspects of our city and cultural heritage that are important to us while leaving a legacy for future generations.

1.2. Scope

The Strategy applies to all natural, Aboriginal, cultural and built history and heritage throughout Banyule.

The Strategy builds on the previous Banyule Heritage Strategy 2013 and has been developed in line with Heritage Victoria's *Municipal Heritage Strategies: A guide for Councils 2012*, using the following four themes:

- **Knowing** - identification, assessment and documentation of heritage places
- **Protecting** - policy development, statutory protection, appropriate management
- **Supporting** - assistance, advice and incentives to help conserve heritage places
- **Promoting and celebrating** - measures to raise awareness and appreciation of the heritage of the area

Council will be embarking on a significant piece of work with our Traditional Owner group to develop a comprehensive Self-Determination Strategy in 2024-2025. Detailed actions relating to Aboriginal cultural heritage will be fully explored and addressed as part of that project.

1.3. Methodology

Reflecting a whole of Council approach to heritage this strategy has been developed by a cross organisational working team. Internal departments responsible for different aspects of heritage management have provided input at various stages in the development of the strategy to ensure that the implementation actions are achievable and can be embedded in departmental plans. Engagement with key external groups and the wider Banyule community will be undertaken on this draft strategy.

The development of the Banyule Heritage Strategy 2023-3033 has included the following steps:

Review of:

- Banyule Heritage Strategy 2013
- Existing Heritage Overlay Schedule and Maps included in the Banyule Planning Scheme
- Previous strategic heritage work undertaken, including studies, assessments and other work
- Approaches taken by other Councils
- Historical, legislative, policy and strategic context

Engagement with:

- Traditional Owner representatives from Wurundjeri Woi-wurrung Elders
- Councillors
- Various internal stakeholders from within Banyule Council
- Peer review by an expert heritage consultant to ensure industry best practice

Further consultation on this draft strategy is planned with:

- Banyule Arts & Culture Advisory Committee
- Banyule Reconciliation Action Plan Advisory Committee
- Key stakeholder groups
- The wider community via surveys and information sessions
- Heritage Victoria, First Nations State Relations, National Trust, Historical Societies

In preparing this review, the following have been considered:

- Banyule Planning Scheme
- Banyule Thematic Environmental History 2018
- Planning Practice Note PPN001 'Applying the Heritage Overlay' (August 2018)
- *Heritage Act 2017*
- *Aboriginal Heritage Act 2006 and Guidelines 2018*
- *Yarra River Protection (Wilip-gin Birrarung murrong) Act 2017*
- *Planning and Environment Act 1987*
- Banyule Council Plan 2021-2025

1.4. Timeframe

Responding to the processes, timeframes and resource implications of the proposed actions, this strategy adopts a 10-year implementation time frame with a proposal for a review of the action plan after five years.

1.5. Vision Statement

The City of Banyule values and celebrates its natural, Aboriginal, cultural and built heritage, and works to recognise, protect and promote its diverse heritage for the benefit of current and future generations.



2. Historical Context

The City of Banyule has a rich Aboriginal history and heritage that extends back tens of thousands of years.

In the face of the loss of their country by the British colonisers and the catastrophic consequences this had for Aboriginal people, and despite the efforts by the colonial authorities to 'contain' the Aboriginal people at designated reserves in Melbourne, the Wurundjeri continued to live in Banyule through the turmoil of the late 1830s and 1840s, through the 1850s, and up to the mid-1860s. Wurundjeri continue to live in Banyule today, maintaining connection to country and culture.

Banyule was established as an early farming district, earlier than most other suburbs of Melbourne. Endowed with significant waterways, including the Yarra and Plenty Rivers and the Darebin Creek, rich river flats and pleasant undulating country, it was highly regarded by early settlers. Banyule has played an important part in the conservation movement in Victoria, with efforts to preserve bushland and protect the Yarra banks from at least the 1920s.

Across its suburbs, there are extensive parks and gardens. The beauty of the landscape inspired some of Australia's leading artists, notably the members of the famed Heidelberg School, but also twentieth-century artists.

The suburbs of Banyule have been at the forefront of architectural design through the twentieth century, and have represented in many ways the twentieth-century ideal of Australian suburbia: namely, a detached home on a garden allotment. Architects and landscape architects have achieved distinction and produced notable innovations in design in Banyule, with an emphasis in the postwar era in developing connections between the built form with the natural environment. In many ways, Banyule can be seen to represent some important key shifts in the ways in which Australians have understood, and lived with, the natural environment.



Silos, Viewbank

Old Lower Plenty Bridge

Socially, Banyule has developed into a vibrant and diverse community. There has been, and continues to be, a strong tradition of community activity, community activism, and sporting and social clubs. The Banyule municipality has been the site of public health initiatives and social welfare since the 1880s, demonstrated particularly through the roles of the significant hospitals in the municipality, and the early public housing estates built by the Housing Commission of Victoria. It has encouraged industrial development, albeit on a limited scale.

The topography of the area, with its watercourses and river flats contrasting with timbered hills, has been a key factor in shaping the patterns of development in the municipality, and it is this fundamental underlying layer in the local environment that is reflected today in much of the rich heritage fabric of the area. The character of the natural environment, and the landscape, is a common over-arching factor in many of Banyule's historical themes, including the importance of the river flats to Aboriginal people, the impetus for early settlers' developing farms and orchards, the enthusiasm for recreation and tourism, the choice of site for the Austin Hospital in 1880, the development of the Heidelberg School in Australian landscape painting, the suitability of the open country for military training, the inspiration to architects and landscape designers, and the key motivating factor in the strong local movement for environmental conservation, especially along the Yarra River, that has had an influential and consistent presence since the early twentieth century¹.

¹ Historical context taken from *Banyule Environmental Thematic History 2018*, prepared by Context for Banyule City Council

3. Strategic Context

3.1. Traditional Owners

The Traditional Custodians of the land recognised for Banyule are the Wurundjeri Woi-wurrung people of the Kulin Nations. There is one Registered Aboriginal Party for the City Banyule under the *Aboriginal Heritage Act 2006* with the Victorian Aboriginal Heritage Council appointing the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation as the Registered Aboriginal Party for the area covered by Banyule.

3.2. Federal Policy Context

Australia is a signatory to the International Council on Monuments and Sites (ICOMOS). In 1979 Australia ICOMOS adopted the Burra Charter to provide a practice standard for managing cultural heritage places in Australia.

The Australia ICOMOS Charter for the Conservation of Places of Cultural Significance (2013) - the *Burra Charter* outlines best practice guidelines and principles for heritage practice in Australia.

KEY FEDERAL LEGISLATION

Environment Protection and Biodiversity Conservation Act 1999

The EPBC Act protects certain nationally significant (protected) animals, plants, habitats or places. These include world heritage areas and national heritage places.

3.3. State Policy Context

The Victorian Government plays a central role in managing and legislating for the protection of state and locally significant heritage, through agencies including Heritage Victoria and First Nations - State Relations.

VICTORIAN HERITAGE REGISTER

Places of state significance are recorded on the Victorian Heritage Register. At present, the City of Banyule has 21 places of state significance on the Victorian Heritage Register.



Ivanhoe Library and Cultural Hub

VICTORIAN HERITAGE DATABASE

Heritage places that are recorded on the Victorian Heritage Register, the Banyule Planning Scheme or the National Trust Classification are listed on the Victorian Heritage Database. The Victorian Heritage Database is a centralised online repository managed by Heritage Victoria and is publicly accessible.

LEGISLATIVE FRAMEWORK

The Victorian government provides the legislative framework for protection of heritage assets at both the state and local level. This includes:

- *Planning and Environment Act 1987*
- *Aboriginal Heritage Act 2006 and Guidelines 2018*
- *Heritage Act 2017*
- *Yarra River Protection (Wilip-gin Birrarung murrnong) Act 2017*

STATE PLANNING POLICY FRAMEWORK

- Clause 15.03-1S Heritage Conservation
- Clause 15.03-2S Aboriginal cultural heritage

PLAN MELBOURNE 2017-2050

Plan Melbourne (2017-2050) is the State Government's long term planning strategy to manage growth and development in metropolitan Melbourne.

Direction 4.4 of Plan Melbourne undertakes to:

"Respect Melbourne's Heritage as we build for the future".

It also includes the following policy goals to help implement this direction:

- Recognise the value of heritage when managing growth and change
- Respect and protect Melbourne's Aboriginal cultural heritage
- Stimulate economic growth through heritage conservation
- Protect Melbourne's heritage through telling its stories

3.4. Local Policy Context

Banyule Council makes an important contribution to heritage conservation through statutory protection of heritage places, managing heritage assets and supporting the owners of heritage.

BANYULE COMMUNITY VISION 2041

- *"We in Banyule are a thriving, sustainable, inclusive, and connected community. We are engaged, we belong, and we value and protect our environment."*
- This Vision is supported by six community priority themes including 'Our Well-Built City' which includes the strategic objective of "A well planned, sustainable and liveable place that caters for all our current and emerging communities, where our local character and environment is protected and enhanced."

BANYULE COUNCIL PLAN 2021-2025

- Strategy 3.6 under a Well Built-City priority theme is to 'Preserve and enhance Banyule's valued heritage, local character, and its significant trees'

Other key strategies that support heritage include Council's

- Arts & Culture Plan
- Housing Strategy
- Neighborhood Character Strategy

BANYULE PLANNING SCHEME

- Clause 02.03-4 Built environment and heritage - recognises heritage places require protection
- Clause 15.03-1L Heritage conservation - plays an important statutory role in considering new works on places protected by the Heritage Overlay
- Clause 43.01, the Schedule to the Heritage Overlay - lists all of Banyule's heritage places subject to planning provisions.

A list of Heritage Studies completed by Banyule Council and the former City of Heidelberg and Shires of Eltham and Diamond Valley are provided at **Appendix 1**.

Key historical themes that have shaped our City are encapsulated in the *Banyule Thematic Environmental History* 2018, these are set out below:

- Theme 1 Wurundjeri Country (pre-1835)
- Theme 2 Colonial Settlement (1835-1870)
- Theme 3 Facilitating Transport
- Theme 4 Developing Industries
- Theme 5 Suburban Development
- Theme 6 Community and Cultural Life
- Theme 7 Recreation and Sport
- Theme 8 Parks and gardens and the urban landscape
- Theme 9 Defence
- Theme 10 The artistic Landscape
- Theme 11 Public Health
- Theme 12 Conserving the waterways and bushland



Olympic Village 1956

Banyule Flats
Image credit: Tom Cranshaw



4. Key Achievements

Since adopting the Banyule Heritage Strategy 2013, we have made significant progress in the key areas of knowing, protecting and managing our heritage, and have made a number of achievements in these areas. Some of our key achievements are set out below, arranged by theme.

KNOWING

Banyule Council has completed a substantial number of heritage studies and assessments since 2013. These include:

- *The Ivanhoe Activity Centre Heritage Items & Precincts* was prepared in 2013. This study identified and documented two new heritage precincts, and one new individual heritage place for inclusion on the Heritage Overlay of the Banyule Planning Scheme
- *The Warringal Parklands & Banyule Flats cultural heritage assessment* was completed in 2014. The assessment finds that Warringal Parklands and Banyule Flats present a multi-layered landscape with historic, aesthetic and social significance.
- The *Banyule Thematic Environmental History* was completed in 2018. This document provides an understanding of the key themes which have shaped the development of the municipality over time and how they have influenced the City we see today. The Thematic Environmental History provides a robust framework which can be used in future heritage assessments to better understand the historical context of places within the municipality.
- *The Banyule Heritage Study 2020* (revised September 2022) was finalised in 2022 and identified and documented 20 new individual heritage places for inclusion on the Heritage Overlay and made recommendations for further places and precincts to be assessed for their cultural heritage value.

PROTECTING

We have added a further 2 heritage precincts and 22 individual heritage places to the Heritage Overlay, and 94 individual trees to the Environmental Significance Overlay of the Banyule Planning Scheme since the Heritage Strategy 2013 was prepared. We have introduced a local heritage policy to provide a strong basis for decision making and have prepared Conservation Management Plans to guide the ongoing use and development of key Council owned heritage assets. Achievements include:

- Planning Scheme Amendment C94 (2015) added two new individual heritage places and two heritage precincts identified through the development of the Ivanhoe Structure Plan to the Heritage Overlay of the Banyule Planning Scheme.
- Planning Scheme Amendment C119 (2022) implemented the findings of the *Banyule Significant Tree and Vegetation Assessments 2020* via the addition of 94 new significant trees/groups of trees (including some of historical significance) to the Environmental Significance Overlay of the Banyule Planning Scheme.
- Planning Scheme Amendment C165 (2023) implemented the recommendations of the *Banyule Heritage Study 2020* by adding a further 20 individual places to the Heritage Overlay of the Banyule Planning Scheme.
- Council developed *Bluestone and Heritage Rights of Way Guidelines* in 2019 to protect and manage Rights of Way with heritage value (such as bluestone laneways) within Banyule.
- Council finalised Planning Scheme Amendment C77 (2013) which introduced a new local policy at Clause 22.05 *Cultural Heritage Conservation Policy* into the Banyule Planning Scheme and updated the Municipal Strategic Statement to incorporate heritage conservation and implement the Banyule Heritage Strategy 2013.
- Council has prepared Conservation Management Plans for Heidelberg Park (2021) and the former Heidelberg Town Hall (Centre Ivanhoe) (2013).
- Restoration works, guided by the Conservation Management Plan were undertaken in 2018/19 on the former Heidelberg Town Hall (Centre Ivanhoe) including the clock tower, balcony and lighting.



Town Hall

SUPPORTING

Banyule continues to provide support for the conservation of heritage within the City. The Development Planning team is supported by heritage advisors who provide advice and assistance on development planning applications. Council also provides support to local historical societies and other heritage related organisations and works in partnership with First Nations organisations. Achievements include:

- Council has continued funding of a Heritage Adviser to provide expert heritage advice on planning applications in the Heritage Overlay.
- Banyule Reconciliation Action Plan Committee (formerly the Banyule Aboriginal and Torres Strait Islander Advisory Committee) established in 2015 to provide feedback to Council about the key issues and concerns of Aboriginal and Torres Strait Islander communities in Banyule.
- Council has worked closely with the Wurundjeri Woi-wurrung Narrap team on ecological and cultural approaches in Banyule Flats and the creation of a food and fibre garden at Viewbank. The garden project is in partnership with the Elizabeth Morgan Aboriginal Women's Health Service and Department of Justice.
- Support provided to the Heidelberg Historical Society and Greensborough Historical Society including local grants, peppercorn rent (GHS) and assistance with projects.

COMMUNICATING AND PROMOTING

Council have undertaken measures to promote and communicate the value and importance of Banyule's history and heritage through developing community awareness and appreciation. Information regarding heritage places and precincts is available through the Victorian Heritage Database online, and various interpretation programs for heritage places and history have been undertaken since the Heritage Strategy 2013 was adopted. Achievements include:

- Council has ensured that documentation regarding heritage places and precincts included on the Heritage Overlay for the Banyule Planning Scheme are available to the public via the Victorian Heritage Database website.
- Refurbishment of all (20) Heidelberg Artist Trail signs within Banyule local government area.
- Council commissioned local artists to produce a series of wooden sculptures known as 'Homefront' at the Greensborough War Memorial – the sculptures acknowledge and celebrate the resilience of service men, women, their families and communities.
- The Ivanhoe Library & Culture Hub completed in 2021 was carefully designed to integrate with the existing heritage building – the former Heidelberg Town Hall.

- In partnership with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation the naming of rooms at the Ivanhoe Library & Cultural Hub and the Bellfield Community Hub acknowledges First Nations language, culture and people.
- Recognition of important people in Banyule's post-colonial history has been considered in the naming of various Council facilities and rooms including the community meeting rooms at Greensborough Council Office.





Heidelberg Artist Trail

5. Key Challenges & Opportunities

Informed by the review of the Banyule Heritage Strategy 2013, relevant policy, current best practice and input from consultation, a number of key challenges and opportunities have been identified which have informed the development of the Banyule Heritage Strategy 2023-2033. The opportunities listed here have corresponding actions identified in the action plan (section 6).

KEY CHALLENGES

There are identified gaps within the places included on the Heritage Overlay in the Banyule Planning Scheme. These include:

- geographic gaps
- thematic and typological gaps
- post war places

These areas and place types require further investigation to ensure that the heritage of the whole municipality has been considered.

OPPORTUNITIES

Address geographical gaps particularly the middle /northern section of Banyule.

Using the place typologies and themes explored in the *Thematic Environmental History* (2018) address thematic and typological gaps through future heritage studies.

KEY CHALLENGES

Resourcing the further work recommended in the *Banyule Heritage Study 2020* to undertake detailed assessment of 67 high and medium priority individual places and 8 potential heritage precincts.

Citations and statements of significance for many heritage places included on the Heritage Overlay are out-dated and do not adhere to current standards.

Heritage guidelines exist for 7 of the 14 heritage precincts included in the Heritage Overlay. New guidelines are required for the remaining 7 precincts, and updates are needed to the existing guidelines to ensure best practice.

Understanding and respecting the complex relationship Aboriginal people have to their cultural heritage does not always fit into traditional western ideas of heritage and heritage management.

OPPORTUNITIES

Council could allocate modest resources on a regular basis for the assessment and documentation of additional places.

An opportunity exists to review and update heritage citations and Heritage Overlay extents to ensure our most valued heritage is appropriately protected.

To review existing and prepare new heritage precinct guidelines that meet current standards and incorporate sustainable building design.

To work with Traditional Owners to prepare a comprehensive understanding of Aboriginal cultural heritage, to identify, guide, protect, manage, support and celebrate our indigenous heritage. This is important for the whole of Banyule and the river corridors in particular.



Victorian house

St Bernadettes



KEY CHALLENGES

Ensuring relevant Council staff are aware of processes and protocols for heritage conservation.

The ongoing management of Council owned/managed heritage assets.

There is no centralised resource for heritage located within the Banyule's website. It is difficult to find online information about Banyule's heritage, including heritage studies, resources, historical information and guidance on heritage places.

OPPORTUNITIES

Develop processes for internal Council departments to ensure they understand their obligations and responsibilities with regard to heritage.

Explore training for relevant Council staff to enhance their knowledge and skills to protect and manage Banyule's natural, built and cultural heritage, including statutory protection.

Consider a dedicated staff heritage officer to support an improved understanding of heritage within the organisation and to implement the actions of this Heritage Strategy.

Opportunities exist for Council to lead by example with regard to our own heritage places to better identify, support and celebrate Council owned/managed heritage.

Improve online information about Banyule's history and heritage, to better inform and support our community and to enhance a local sense of pride and recognition of our heritage.

KEY CHALLENGES

There is limited formal engagement or information exchange between the community and Council with regard to heritage. This is an overarching issue which is key to achieving a successful heritage program within the City.

Improved guidance and support to owners of heritage properties.

Limited use of interpretation measures to acknowledge and promote heritage within the municipality.

Valuable files, documents, objects and memorabilia stored in Council archives (including gifts received by Council and Olympic memorabilia) are not able to be properly displayed due to a lack of space and staff resources.

OPPORTUNITIES

Consider ways to improve interaction with, and provide greater support to, the community. This includes community heritage nominations, improved connections with local historical societies, partnerships with key heritage organisations, access to heritage advice and Council participation at community heritage events.

Explore/investigate possible support measures including free heritage advice, resource guides and planning application fee reduction.

Explore an expanded use of heritage interpretative measures, including use of technology and innovative ways to promote and celebrate our heritage.

Explore options, including external funding, to showcase Council's historic records and collections that are of high public interest.



Ivanhoe Primary School

Streetscape



6. Action Plan

The Strategy Action Plan is divided into four key themes and objectives:

Knowing - to improve our understanding of Banyule's heritage by identifying places that are important to us and ensuring that information is well documented

Protecting - to ensure heritage places are protected, appropriately managed and valued

The actions will be implemented over time and led by teams within Council in partnership with key heritage organisations and the broader community.

Supporting - to support heritage through Council's various roles and responsibilities

Promoting & celebrating - to celebrate our heritage as a community, raising awareness and appreciation and enhancing its value for all

TIMEFRAME FOR ACTIONS

- **Short** - to be completed within 1-3 years
- **Medium** - to be completed within 3 - 7 years
- **Long** - to be completed within 7-10 years
- **Ongoing**

BUDGET ESTIMATE

\$	within existing team budgets
\$\$	\$5 - \$50K
\$\$\$	\$50 - \$100K

6.1. Knowing

To improve our understanding of Banyule's heritage by identifying places that are important to us and ensuring that information is well documented.

ACTION	TIMEFRAME	BUDGET	LEAD UNIT
6.1.1 Ensure all of the places included in the Banyule Heritage Overlay are entered in the State Government's heritage database – HERMES ORION.	Short term	\$	Strategic Planning
6.1.2 Engage qualified heritage consultants to assess high and medium priority individual places (approx. 67) and potential precincts (8) recommended for further assessment that could not be accommodated in the <i>Banyule Heritage Study 2020</i> .	Short term	\$\$\$	Strategic Planning
6.1.3 Undertake a heritage study of the middle/northern section of Banyule supported by thematic environmental history of mid-late 20 th century development in Banyule.	Medium term	\$\$\$	Strategic Planning
6.1.4 Strengthen the nomination process so heritage places can be considered in a timely, consistent and efficient way. This includes a revised online nomination form and standardised process.	Medium term	\$	Strategic Planning
6.1.5 Prepare and maintain a register of Council-owned heritage assets that are mapped and easily accessible.	Short term	\$	Strategic Planning/ GIS

6.2. Protecting

To ensure heritage places are protected, appropriately managed and valued.

ACTION	TIMEFRAME	BUDGET	LEAD UNIT
6.2.1 Work with Traditional Owner groups to develop a comprehensive Self-Determination Strategy in 2024-2025 that explores and addresses Aboriginal cultural heritage.	Short term	\$\$\$	Inclusive & Creative Communities
6.2.2 Review statements of significance and heritage guidelines for the Ivanhoe and Eaglemont residential precincts (2005).	Medium term	\$\$\$	Strategic Planning
6.2.3 Update the statement of significance and prepare heritage guidelines for the Elliston Estate in Rosanna.	Short term	\$	Strategic Planning
6.2.4 Prepare heritage guidelines for commercial heritage areas of Eaglemont, Ivanhoe, East Ivanhoe and Montmorency.	Long term	\$	Strategic Planning
6.2.5 Review existing statements of significance to understand which need updating and establish a process for updating them.	Medium to long term	\$	Strategic Planning
6.2.6 Investigate knowledge gaps and provide heritage training to ensure relevant staff understand statutory frameworks and best practice heritage management principles.	Short term	\$	Strategic Planning
6.2.7 Establish an internal process to assist staff with heritage advice. This could include written advice from Development Planning, with input from the heritage advisor, for permit exemption requests which specifies what the preferred approach for works would be, regardless of whether a permit is required or not.	Short term	\$	Development Planning

ACTION	TIMEFRAME	BUDGET	LEAD UNIT
6.2.8 Undertake a heritage audit of Council buildings with heritage significance to identify and prioritise conservation actions.	Medium term	\$\$	Assets/Community Infrastructure
6.2.9 Prepare Conservation Management Plans for Sparks Reserve and Banyule Flats & Warringal Parklands.	Medium term	\$\$	Parks & Natural Environment
6.2.10 Ensure future plans for the Bell Street Mall consider and respond to the unique history of the site.	Short term	\$	Strategic Planning/Strategic Property
6.2.11 Review Banyule's heritage policy at clause 15.03-1L in the Planning Scheme to better guide development and protect our heritage places.	Short term	\$	Strategic Planning



6.3. Supporting

To support heritage through Council's various roles and responsibilities

ACTION	TIMEFRAME	BUDGET	LEAD UNIT
6.3.1 Investigate expanding the role of the Heritage Advisor to include a public education/ staff education role, providing access to heritage conservation advice for the community and internal departments.	Short term	\$	Development Planning/ Strategic Planning
6.3.2 Develop a centralised resource page within the Council's website which includes an online repository of publications, guidelines and other material for heritage conservation including sustainable and adaptive reuse of buildings etc.	Short term	\$	Strategic Planning
6.3.3 Investigate the potential to reduce or waive planning permit fees for applications triggered solely by the Heritage Overlay.	Short term	\$	Strategic Planning/ Development Planning
6.3.4 Continue to support local historical societies with grant opportunities, subsidised rent (where applicable) and assistance with projects.	Ongoing	\$	Arts & Culture/ Property Services

6.4. Promoting & celebrating

To celebrate our heritage as a community, raising awareness and appreciation of it and enhancing its value for all.

ACTION	TIMEFRAME	BUDGET	LEAD UNIT
6.4.1 Update the existing Banyule website heritage page to be more informative, accessible and engaging. Include heritage information resources produced by the Heritage Council of Victoria and include links to Victorian Heritage Database, Heritage Victoria, PROV, local historical societies etc.	Short term	\$	Strategic Planning/ Communications
6.4.2 Investigate, in conjunction with local heritage groups where relevant, the potential for increased use of heritage interpretative measures including signage, brochures, heritage markers, guides, sharing oral histories and use of technology for a more interactive, immersive experience.	Medium term	\$	Arts & Culture/ Open Space Planning
6.4.3 Consider a heritage category as part of any future Urban Design Awards.	Medium term	\$	Strategic Planning/ Development Planning
6.4.4 Investigate opportunities for celebrating heritage in Banyule, particularly participation in State Government, National Trust and Open House heritage celebrations.	Short term	\$	Arts & Culture
6.4.5 Continue to include, when appropriate, cultural heritage interpretation as an important element in Council projects such as arts and cultural events/projects, public realm improvements.	Ongoing	\$	Arts & Culture/ Urban Design
6.4.6 Prepare and publish positive heritage stories through appropriate communication channels and local media.	Ongoing	\$	Communications

ACTION	TIMEFRAME	BUDGET	LEAD UNIT
6.4.7 Investigate options and funding opportunities to enable Council to showcase its records/collections/objects.	Long term	\$	Records
6.4.8 Prepare a whole-of-site Interpretation Strategy for Olympic Village in acknowledgment that the story of the XVIth Olympiad Games and the Olympic Village is of immense public interest and a positive/differentiating narrative for Heidelberg West.	Medium term	\$	Strategic Planning
6.4.9 Continue to promote natural, cultural, Aboriginal and built heritage in art exhibitions held at Ivanhoe Library & Cultural Hub.	Ongoing	\$	Arts & Culture



Exhibit - Heidelberg Historical Society

7. Resourcing

The detail, scale and timing of implementing the actions will be subject to available funding. It should be noted the cost of specialised heritage advice and services has increased significantly over the last 10 years. This makes it difficult to accurately cost actions over a 10-year timeframe.

Many actions do not have an individual cost outlay however they rely on available staff resources to be implemented. The successful and timely implementation of the heritage strategy will be reliant upon having a dedicated Heritage Officer position to coordinate and deliver these actions.

Council will also advocate for increased financial support for heritage from State Government via grants and other support measures.



St George's Church

Old Shire Offices

8. Monitoring & Review

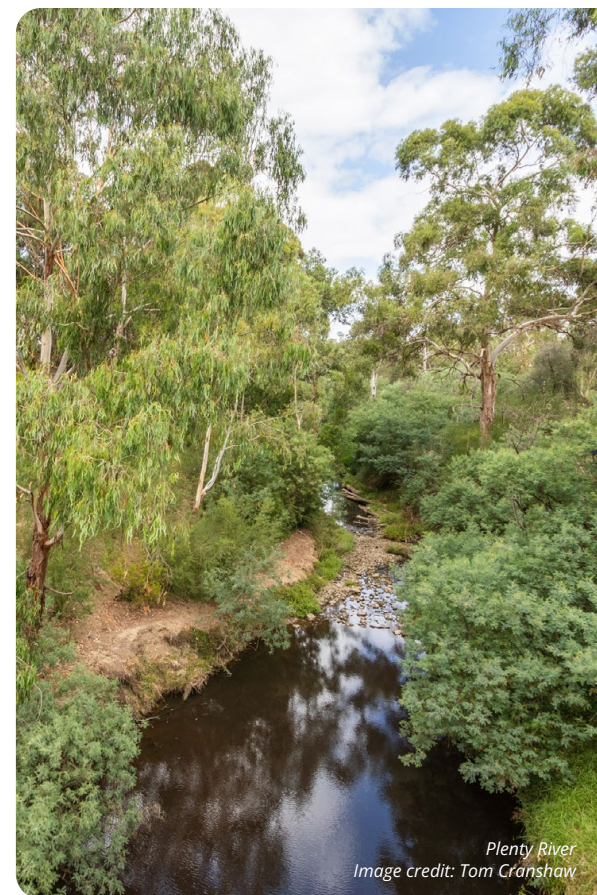
It is anticipated that the action plan will be monitored, reviewed and revised in five years (2028) and reported to Council. This will be prepared by Strategic Planning.

The Strategy will be completely reviewed after 10 years and a new Heritage Strategy due to be prepared in 2033.

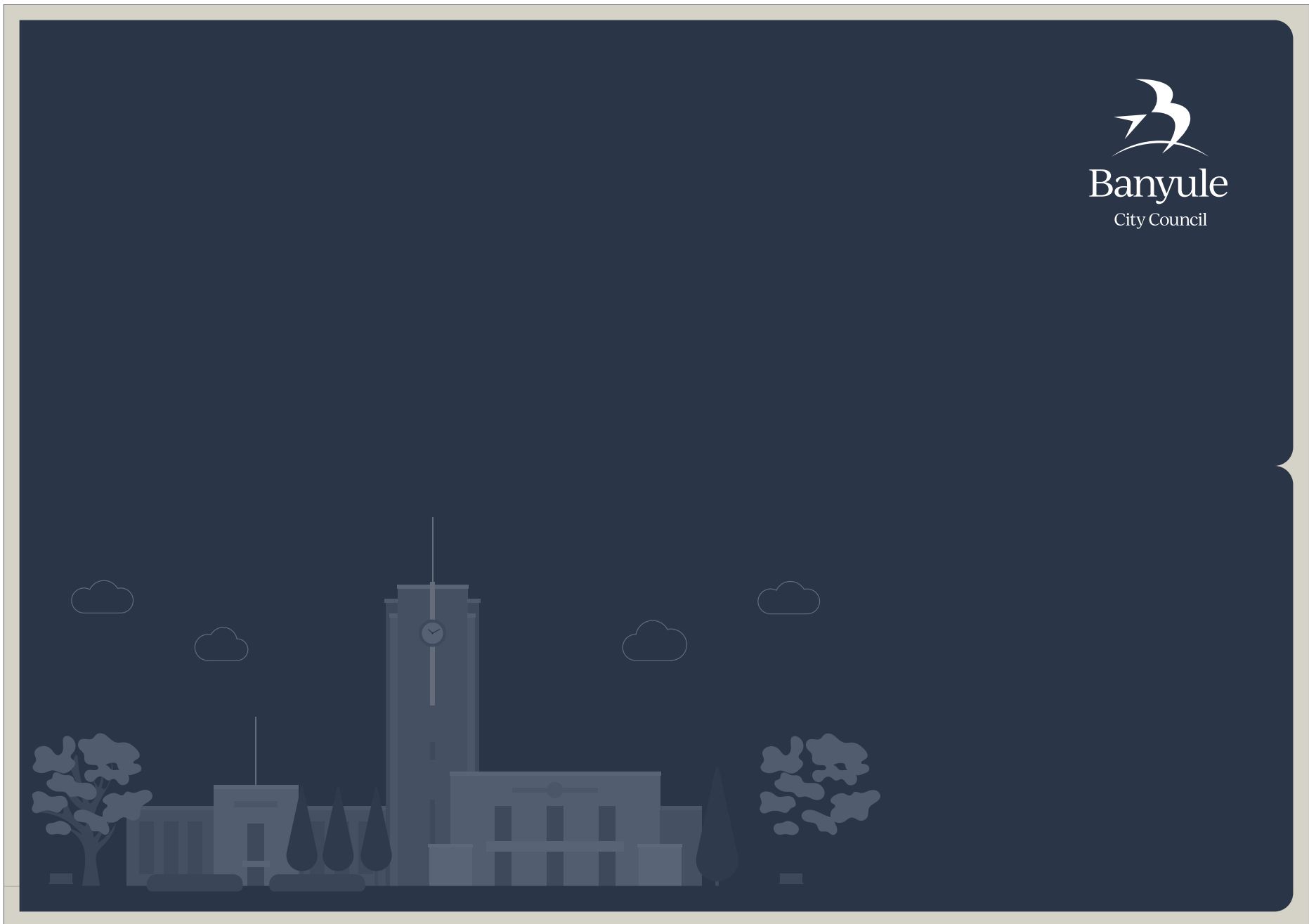
Appendix 1:

List of Heritage Studies

- Banyule Heritage Study 2020 by RBA Architects and Conservation Consultants
- Banyule Thematic Environmental History 2018 by Context Pty Ltd
- Ivanhoe Activity Centre Heritage Items & Precincts 2013 by Context Pty Ltd
- Banyule Heritage Review 2012 by Context Pty Ltd
- Saxam Homestead Heritage Assessment 2011 by Nadia Gasparetto
- Banyule Heritage Places Study 1999, Volumes 1-5, by Allom Lovell and Associates in association with John Patrick Pty Ltd
 - Vol 1 An Urban History
 - Vol 2 (in 2 parts) Building Citations
 - Vol 3 Landscape Citations
 - Vol 4 Heritage Areas
 - Vol 5 Summary of Recommendations and Heritage Overlay Schedule
- Banyule Aboriginal Heritage Study 1999 by Austral Heritage Consultants
- Mt Eagle & Glenard Subdivisions, Landscape Heritage Study, 1995 by Meredith Dobbie and Fran Jackson
- The Aboriginal Heritage of the Shire of Eltham 1994 by Isabel Ellender
- Shire of Eltham Heritage Study 1992, Eltham Shire Council, by Bick & Kellaway
- Heidelberg Conservation Study, Part 1- Heidelberg Historical Buildings & Areas Assessment 1985, Heidelberg City Council, by Graeme Butler
- Heidelberg Conservation Study, Part 2 - Historic Riverland Landscape Assessment 1985, Heidelberg City Council, by Loder, Bayley & McBriar
- Banyule Heritage Guidelines, 2005, for the following heritage precincts: Beaumont Estate, Beauview Estate, Glenard Estate, Ivanhoe Views Estate, Mount Eagle Estate, Marshall Street/ Sherwood Grove/Thoresby Avenue Ivanhoe, and Warringal Village



Plenty River
Image credit: Tom Cranshaw



PROPOSAL

The plans assessed in this report are the re-advertised plans (D22/238984) lodged as a Section 57A amendment to the application and received by Council on 1 December 2022. The proposal broadly includes:

- Development of a three storey 'high care' facility (IRCF1) including 72 beds with basement parking underneath.
- Development of a three to three and a half storey 'low care' facility (IRCF2) including 25 apartments and a community centre underneath (connecting to IRCF1 basement).
- Development of 46 low care (Type 3 Accommodation) cottages.
- Removal of 33 trees, including 16 trees protected by the Vegetation Protection Overlay – Schedule 5.



Proposed site layout

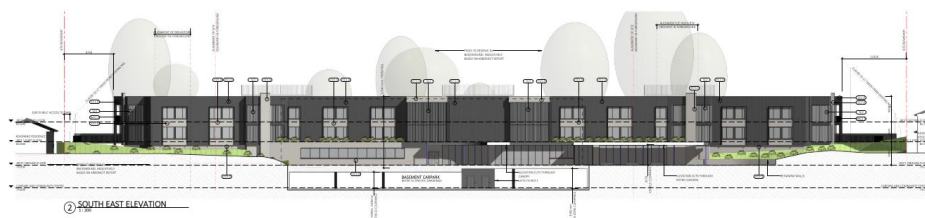
Basement

The combined basement is accessed from Highview Crescent to the north and sits below the IRCF1 and IRCF2 buildings. The level contains 54 parking spaces, including 25 spaces reserved for the IRCF2 low care apartments, and the remaining are unallocated. The parking area predominantly sits under the IRCF1 footprint. Under the IRCF2, the community centre

facilities are provided – including a café, bar/games lounge, cinema, gym and arts room. The café and dining area open to a paved outdoor area to the south-east of the building footprint. Other staff facilities are provided on this level.

Integrated Residential Care Facility (IRCF) Type 1 Accommodation

- A port cochere and vehicle drop off area are proposed to the north of the building with separate access from Highview Crescent.
- Ground level contains a wide variety of staff and resident facilities including kitchen, laundry, offices, care room and other communal amenities.
- The first floor contains 36 bedrooms and ancillary residential services and a north facing and south facing terrace.
- The second floor is relatively identical to the first floor, also containing 36 bedrooms and ancillary residential services and a north facing and south facing terrace.
- The roof level contains three plant platforms and an expansive solar array area.



South-east elevation of IRCF1 building



West elevation of IRCF1 and 2 buildings (viewed from Broadford Crescent)

Integrated Residential Care Facility (IRCF) Type 2 Accommodation

- The ground and first floor levels each contain 9 apartments (5x2 bedroom, 4x3 bedroom) = total 18 apartments. Each apartment has a terrace or balcony.

- The second floor is relatively identical to the first floor, containing 7 apartments (5x2 bedroom, 2x3 bedroom), however with plant rooms. Each apartment has a balcony.



South-east view of the IRCF2 building



South-west elevation of the IRCF2 building (viewed from Broadford Crescent)



North-east elevation of the IRCF2 building (viewed from Highview Crescent)



IRCF1 and 2 (from Highview Crescent, looking north-west)

Low care cottages – Type 3 Accommodation

- A total of 46 low care independent cottages are proposed in a similar layout to the existing site conditions.
- These comprise 1x1 bedroom, 38x2 bedroom and 7x3 bedroom cottages.
- Each cottage is afforded one parking space, with 44 spaces in the form of a garage, and two uncovered spaces.



View of cottages from corner of Glenmore Street and Broadford Crescent

Development summary

Building Site coverage	44%
Impervious Site Coverage	65%

Residential beds	230
Parking spaces	100
Tree removal	33 (16 require a permit for removal)
Proposed tree planting	263

REFERRAL COMMENTS

External	Objection?	Conditions Required?
Department of Transport	No	<p>1. Unless otherwise agreed in writing with the Head Transport for Victoria before the development starts, amended plans must be submitted to and approved by the Responsible Authority. The plans must be drawn to scale with dimensions and an electronic copy must be provided. The plans must be generally in accordance with the submitted with the application but modified to show:</p> <ul style="list-style-type: none"> a) new/updated bus stop and all associated infrastructure in an agreed location on Highview Crescent outside the development site; b) a new shelter and barrier kerb as required; c) the bus stop clear of any street furniture and obstacles; and d) a design compliant with the Disability Discrimination Act 1992 (Cth); <p>all to the satisfaction of the Head, Transport for Victoria</p> <p>Public Transport (Bus Stop Works)</p> <p>2. If the existing bus stop on Highview Crescent cannot be used during the demolition and construction of the development a temporary bus stop must be provided in an alternative location at no cost and to the satisfaction of the Head, Transport for Victoria.</p> <p>3. Any request for written consent to disrupt bus operations or the bus stop relocation on Highview Crescent during the demolition and construction of the development must be submitted to and approved by the Head, Transport for Victoria not later than 8 weeks prior to the planned disruption / works and must detail measures that will occur to mitigate the impact of the planned disruption.</p> <p>Prior to Occupation</p> <p>4. Prior to the occupation of the development, all works outlined on the endorsed plans for the updated bus stop, must be completed at no cost to and to the satisfaction of the Head, Transport for Victoria. Any temporary bus stop (if required) must be removed</p>

		and the site reinstated to the satisfaction of the Head, Transport for Victoria
Melbourne Water	No	Written response from Melbourne Water dated 31 October 2022 confirming no objection to the proposed development. It was confirmed that the dwellings facing Glenmore Street met the freeboard requirements above the adjacent flood levels within the overland flow paths affecting Glenmore Street.
Yarra Valley Water	No	<p><u>45-55 Highview Crescent (Parcel A)</u></p> <p>No objection to the decommissioning/abandonment of the sections of sewer within the site between maintenance structures ROS59-500 and ROS59-503T to be used as an internal property sewer. Future development shall connect to maintenance structure ROS59-500.</p> <p><u>46-48 Highview Crescent (Parcel B)</u></p> <p>No objection to the decommissioning/abandonment of the sections of sewer within the site between maintenance structure ROS61-503J and ROS61-503JS to be used as an internal property sewer. Future development shall connect to maintenance structure ROS61-503J.</p>

Internal	Conditions /Comments
Drainage Engineering	Council's Engineering Services Section have reviewed the proposal and raised no major concerns. Standard conditions relating to on-site detention, legal point of discharge, outfall drainage and water sensitive urban design are to be included on any permit issued. Furthermore, the existing 150mm council drain in the 1.83m easement (parallel to the west boundary & 27.5m from the south-west corner) in 44-50 Highview Crescent connecting to Council pit in Highview Crescent is to be removed and the area and pit reinstated to Council standards and satisfaction.
Arborist	<p>Council's Development Planning Arborist has advised that:</p> <ul style="list-style-type: none"> Non-invasive root investigation required for Tree #32. The investigation is required to be undertaken prior to the commencement of construction works, to identify the size and number of roots in the location of, and to the depth of, the planned works. Once works are completed, an arboricultural report will need to be submitted to Council providing the results of the investigation. The report must illustrate the location of all roots encountered, advice and recommendations which demonstrate how the tree will remain viable if works were to go ahead under the current plans, to the satisfaction of the Responsible Authority.

	<p>If significant roots are encountered, then approved tree sensitive non-destructive footing design to the satisfaction of the Responsible Authority are required. The positions of the piers must be flexible to avoid significant roots and the joists positioned above grade. A council arborist must be contacted to inspect the trench while it is open.</p> <ul style="list-style-type: none"> • Trees #2, #3, #4, #20, #20A, #21, #26, #28, #29, #35, #36, #43A, #46, #47, #49 and #60 are proposed for removal and require a permit under the VPO5. • No high retention trees are proposed for removal. • All site vegetation proposed for removal is appropriate and supported.
Traffic	<p><u>Parking rate</u></p> <p>The rate of 0.3 spaces to each lodging room has been accepted by Council's Traffic Engineers as per the application description. Further review of other planning scheme policies has also been considered, including the Glen Eira Planning Scheme – Clause 22.10 which categorises parking for different aged care accommodation types (noting these arrangements are not applicable to Banyule), however offer some guidance.</p> <p>Some concern has been raised in relation to visitor parking access to some of the Type 3 accommodation, particularly those close to Glenmore Street and Thornton Street. It is more realistic to expect that visitors to these properties will utilise on street parking, or park within driveways where feasible.</p> <p><u>Design</u></p> <p>Council's Traffic Engineering Section has advised that the proposal generally meets the design standards of Clause 52.06-9, however it is noted that one correctional manoeuvre is required to enter the majority of the Type 3 accommodation garages.</p>
Waste	<p>Council's Waste Services Section has reviewed the submitted Waste Management Plan and the proposed development plans and has advised that the WMP is generally accepted but could be improved:</p> <ul style="list-style-type: none"> • Bumper rails to be fitted to walls to protect structure from bins in bin room • Sink for mops to be installed in bin room • Pathway from bin room to truck to be flat (no steps). Bin may not pass over kerb • Driveways from independent living dwellings 1:8 gradient. Bin store should be available to accommodate all bins to ensure accessibility (important as dwellings are for older residents).

	<ul style="list-style-type: none"> • 1100L MGB can be considered to reduce collection frequency requirements and may be more suitable for bedding disposal. • Hard waste storage area should be nominated on plans (sufficient room likely exists within existing footprint).
Parks/Urban Forestry	Proposed Council tree removal is acceptable subject to payments for replacement planting. Future street tree planting to be mapped and planned by Council's Urban Forestry team.
ESD	In summary, the proposal can be supported subject to conditions. These entail a revised SMP and supporting plans to ensure consistency across project implementation.
Property	Application for transfer of land in relation to the court bowls on Broadford and Highview Crescents has been commenced and can be supported in principle. Transfer of land to also confirm the negotiation of providing Council with a strip of land to the south of the site from Broadford Crescent to the Cherry Street reserve.

TECHNICAL CONSIDERATION

	Discussion
Strategic Framework	<p>The relevant provisions of the Planning Policy Framework include Clause 11 – Settlement, Clause 15 – Built Environment, Clause 16 – Housing, Clause 17 – Economic Development, Clause 18 – Transport and Clause 19 – Infrastructure. There are a variety of objectives and strategies across the PPF which are relevant for the proposal, some of these include:</p> <ul style="list-style-type: none"> • Planning for urban growth should consider: opportunities for the consolidation, redevelopment and intensification of existing urban areas, neighbourhood character and landscape considerations. • Require development to respond to its context in terms of character, cultural identity, natural features, surrounding landscape and climate. • Ensure that an appropriate quantity, quality and type of housing is provided, including aged care facilities and other housing suitable for older people. • To facilitate the development of well-designed and appropriately located residential aged care facilities. • Recognise that residential aged care facilities are different to dwellings in their purpose and function, and will have a different built form (including height, scale and mass). • Provide for a mix of housing for older people with appropriate access to care and support services. <p>The policy directs that a balanced approach must be taken when considering a proposal for a residential aged care facility. It directs that there is a need for these facilities and that there should not be an expectation that facilities in residential settings will completely blend into an existing neighbourhood. However, understanding amenity impacts and ensuring good quality outcomes with respect to design, architecture and landscaping within a prescribed setting must also be given consideration.</p>

<p>Clause 53.17 – Residential Aged Care Facility</p>	<p>This clause applies to an application to construct a building or construct or carry out works for a residential aged care facility in the General Residential Zone. The purposes of the provision are:</p> <ul style="list-style-type: none"> • To facilitate the development of well-designed residential aged care facilities to meet existing and future needs. • To recognise that residential aged care facilities have a different scale and built form to the surrounding neighbourhood. • To ensure residential aged care facilities do not unreasonably impact on the amenity of adjoining dwellings. <p>An assessment against the development requirements of the provision is provided below.</p> <p><u>Building height</u></p> <p>The maximum permitted height for a residential aged care facility in the General Residential Zone is 16 metres. The IRCF1 building will have a maximum height of 12.2 metres presenting internally within the site, however the interfacing elevations (north-east and south-west) range between 9-11 metres (including roof plant screening). The IRCF2 building will have a maximum height of 14.4 metres above existing natural ground level. This presents internally within the site, however the interfacing elevations range from 9.6 – 12.6 metres. The independent low care cottages will have heights ranging from 4.5 – 7.25 metres. Overall, the buildings are well within the maximum permitted height.</p> <p><u>Street setbacks</u></p> <p>Setbacks range from 3 to 7.8 metres across the various buildings. The larger IRCF1 building is setback 13.9 metres from Broadford Crescent and 17 metres from Highview Crescent. The IRCF 2 building is setback 11.5 metres from Broadford Crescent and 9.4 metres from Highview Crescent.</p> <p>The Type 3 cottage (side) setbacks to Broadford Crescent vary between 3 to 7.8 metres. The (front) setbacks to Glenmore Street are between 7.5 to 8 metres which are consistent with other setbacks further south along the street. Furthermore, the (side) setbacks along Highview Crescent are between 3 and 6.375 metres. The (front) setback to Thornton Street is 7.51 metres.</p> <p>Overall, the setbacks are responsive to the character of the area and enable the characteristics of the Garden Suburban area to be retained.</p> <p><u>Side and rear setbacks</u></p> <p>The building setbacks meet the provision, noting the setback of the IRCF1 building to the north-east is 11.3 metres, and to the south-west the setback is 8.7 metres. The rear setback to the Cherry Street reserve is 3 metres.</p> <p><u>Walls on boundary</u></p>
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	<p>No walls are proposed on boundary, other than retaining walls to the rear of the IRCF Type 1 and 2 buildings to create lightcourts – these abut the park to the west and will not cause material detriment to anyone as they will sit below the boundary fence line.</p> <p><u>Daylight to existing windows</u></p> <p>Lightcourt setbacks exceed the minimum requirements and neighbouring windows are adequately protected.</p> <p><u>North-facing windows</u></p> <p>No. 21 Broadford Crescent is the only dwelling with north-facing windows that are within three metres of the subject site. The provision is met as the IRCF1 building is setback 8.74 metres from the boundary with a height of 10 metres above ground level.</p> <p><u>Overshadowing open space</u></p> <p>The neighbouring secluded private open space at No. 21 Broadford Crescent may receive some minor overshadowing at 9am of the spring equinox, however will not be impacted by shadow for the vast majority of the day and the provision is comfortably achieved.</p> <p><u>Overshadowing solar energy systems</u></p> <p>There are no neighbouring rooftop solar energy systems that would be overshadowed by the proposed buildings.</p> <p><u>Overlooking</u></p> <p>Due to the setbacks of the IRCF1 building, no overlooking within 9 metres will occur to the secluded private open space of No. 21 Broadford Crescent or No. 43 Highview Crescent.</p> <p>Whilst not technically requiring screening, it is noted there are two upper level walk-in-robe windows (accommodation Type '3D') which would have a view towards No. 33 Thornton Street. These windows should be screened up to 1.7m above finished floor level. This can be included as a condition on any permit issued.</p> <p><u>Noise impacts</u></p> <p>IRCF1 roof plant is appropriately setback from neighbouring properties (over 30 metres) and will be screened.</p> <p>Whilst IRCF2 roof plant is setback over 12 metres from Broadford Crescent and Highview Crescent, the position of two decks at either end of the building is not an appropriate design response – roof plant would best be designed centrally within the roof, rather at prominent ends of the building commanding views from the streetscape. This can be addressed through a condition on any permit issued.</p> <p><u>Daylight to new windows</u></p>
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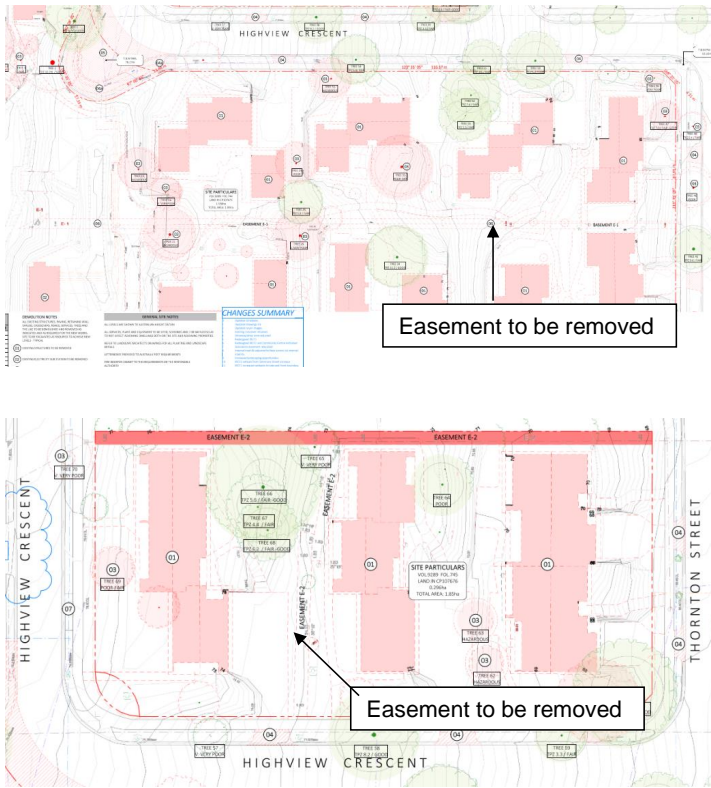
	<p>Habitable room windows are provided with lightcourts which exceed the minimum 3m² and will have appropriate access to natural light.</p> <p><u>Site coverage</u></p> <p>Proposed site coverage is approximately 44% across the two parcels, less than the maximum 80% prescribed in the provision.</p> <p><u>Access</u></p> <p>New vehicle access points are provided as follows:</p> <ul style="list-style-type: none"> • Three additional crossovers along the east of Broadford Crescent for independent cottage access, in addition to the retention of an existing crossover; • Three crossovers to the north of Glenmore Street for independent cottage access; • Three crossovers to the west of Highview Crescent for independent cottage access, in addition to the retention of an existing crossover; • One new crossover for the porte cochere; • One new crossover to the north of Highview Crescent for the undercroft car park to the IRCF Type 1 building; • A new crossover to the south of Highview Crescent for independent cottage access; • Two crossovers to the east of Highview Crescent for independent cottage access; and • One crossover to the north of Thornton Street for independent cottage access <p>Overall, there would be a total of 17 crossovers servicing the entire development across the various street frontages. There are currently 18 crossovers in position around both parcels, however not all are in current use. However, the proposal results in a net reduction of crossovers, thus additional impact is minor.</p> <p>In general, the crossovers are well spaced and match a rhythm typical of the residential surrounds. Parking areas are designed to enable vehicles to enter and exit the site in a forwards direction.</p> <p><u>Building entry</u></p> <p>Each building is provided with a defined entry point accessible via vehicle crossovers, pedestrian pathways and the pick up/drop off area off Highview Crescent.</p> <p><u>Communal open space</u></p> <p>Various amounts and allocation of community space is provided throughout the development. There is also a central landscaped corridor running up the centre of Parcel A from Glenmore Street providing opportunity for recreation.</p> <p><u>Front fence</u></p> <p>No front fences are proposed.</p>
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Neighbourhood Character – Garden Suburban Precinct 2 Critical Design Responses	<p><u>Site cover, tree planting and tree removal</u></p> <p>The preferred site coverage is 40%, however having regard to the provisions of Clause 53.17 which allows up to 80%, the proposed cover of 44% reflects an appropriate balance. Opportunity is maintained for the protection of various mature trees and the provision of new trees and other landscaping throughout the development to maintain and enhance the garden suburban character.</p> <p>The submitted landscape plan proposes the planting of over 260 trees, including species such as <i>Eucalyptus melliodora</i>, <i>Eucalyptus leucoxylon</i> ssp. <i>megalocarpa</i>, <i>Allocasuarina littoralis</i> and <i>Acacia implexa</i>.</p> <p>A total of 33 trees are proposed for removal (including 16 which require a permit for removal) – these have been assessed as having low or medium arboricultural value and are not suitable for retention in conjunction with the development. It is noted that effort has been made to keep existing large trees, with approximately 12 to be retained on site, in addition to most of the street trees.</p>
Tree planting	<p>The planting ratio in the Garden Suburban Precinct 2 is one medium to large tree per 400 square metres. As such, a total of 46 medium to large trees would be required across both parcels. As 260 trees are proposed, including at least 60 which are typically considered medium or large species, in addition to the 12 trees being retained, the ratio is easily exceeded.</p>
Impact on trees Tree removal	<p>The proposal has been designed to ensure retained trees can be protected. As previously noted, Council's Development Planning Arborist has reviewed the proposal and reviewed the extent of encroachment into tree protection zones. Other than Tree #32 which would require further root investigations prior to construction to ensure the encroachment is tolerable, other trees can be protected through standard permit conditions.</p> <p>The trees proposed for removal are Tree #2-8, #19-20, #20A, #21-24, #26-29, #35-36, #40, #43A, #44, #46-49, #55, #60, #62-63 and #69-70. A discussion is provided below in relation to removal within the Vegetation Protection Overlay – Schedule 5.</p>
Site Services	<p><u>Substation</u></p> <p>A 7.2 x 7.2 metre substation area is proposed along Highview Crescent, setback 4.6 metres from the north-east boundary of Parcel A. Details of the substation, however, have not been submitted. Design detail will be required as a condition on any permit issued, however it should also be setback three metres from Highview Crescent to enable a landscape buffer.</p> <p><u>Electrical boards</u></p> <p>Electrical boards have been nominated in the following locations:</p> <ul style="list-style-type: none"> • Parcel A – adjacent to the substation area • Parcel B – three boards near Highview Crescent and the north-east boundary <p>A condition can be included requiring these to be finished in a muted tone.</p>

	<p><u>Hydrants</u></p> <p>1.8 metre hydrant cupboards are proposed throughout the development – a condition can be included requiring these to be finished in a muted tone.</p> <p>A hydrant booster is proposed along Highview Crescent (north-west side of Parcel B) – further details of this structure will be required as a condition on any permit issued.</p> <p>A fire booster cabinet and water meter assembly are also proposed along the Glenmore Street frontage – the height appears to be 1.5 metres, however this should be clearly nominated on plans and finished in a muted tone.</p> <p><u>Mail boxes</u></p> <p>These are grouped with the hydrants and bin enclosures for the Type 3 accommodation</p> <p><u>Bin storage</u></p> <p>IRCF1 and IRCF2 bin store is provided in the basement.</p> <p>Bin enclosures are provided along driveways for the Type 3 accommodation. Enclosures are also proposed facing Glenmore Street and Thornton Street. The enclosures are designed to minimise views of bin store from the public realm.</p>
Car Parking/Traffic	<p><u>Traffic</u></p> <p>A transport impact assessment prepared by One Mile Grid has been submitted with the application. The assessment included traffic surveys undertaken pre-Covid pandemic lockdowns and indicated low levels of traffic with suitable road capacity available. Council's traffic engineers have not raised concern with road congestion in this locality.</p> <p><u>Car parking</u></p> <p>The prescribed parking rate in Clause 52.06 for a residential aged care facility is 0.3 spaces to each lodging room. In total, there are 230 rooms provided which results in a statutory requirement for 69 spaces. A total of 100 parking spaces are provided across the development including the following:</p> <ul style="list-style-type: none"> • 29 spaces unallocated • 25 spaces for the Type 2 accommodation (one per apartment) • 46 spaces for the Type 3 'low care' accommodation (one per unit) <p>Design Standards are met as follows:</p> <p><u>Standard 1</u></p> <ul style="list-style-type: none"> • Proposed accessways meet or exceed the minimum 3 metre width and are designed with sufficient room to enable vehicles to enter and exit in a forwards direction, other than those garages which directly

	<p>face a street. 6 metres width is provided for the basement accessway.</p> <ul style="list-style-type: none"> • A minimum height clearance of 2.1 metres is provided for the basement. <p><u>Standard 2</u></p> <ul style="list-style-type: none"> • Proposed parking space, garage and carport widths comply. <p><u>Standard 3</u></p> <ul style="list-style-type: none"> • Ramp gradients to the basement range from 1:8 to 1:19 at various sections, and comply with AS2890-2: Off-street commercial vehicle facilities. The porte-cochere gradients also comply. • A minor variation is proposed to some of the driveways for the Type 3 accommodation with grades up to 1:8 for a minimum length of six metres, this is acceptable as vehicle access will remain functional. <p>All other design standards are satisfied where applicable.</p>
ESD & Cl. 53.18 (WSUD)	<p>The proposed development claims a Best Practice BESS score of 55% with a pass mark in each of the four mandatory categories (Water, Stormwater, Energy and IEQ). Key ESD measures include:</p> <ul style="list-style-type: none"> • Gas-free development, as agreed in writing by the permit applicant after the submission of the Sustainability Management Plan (SMP) • 15,000L rainwater tank • 40kW rooftop solar PV <p>Additional information is required to ensure consistency between the claimed ESD performance and clarify delivery of strategies. As such, it is appropriate to include conditions on any permit issued for an amended SMP, the submission of ESD and WSUD drawings and other supporting documents.</p>
Cultural Heritage Management Plan	<p>A Cultural Heritage Management Plan is not required for this application. A residential aged care facility is not defined as a 'high impact activity' due to the lawful use of the land before 28 May 2007 as per regulation 46(3) of the Aboriginal Heritage Regulations 2018.</p>
Vegetation Protection Overlay Schedule (Clause 42.02) – 5	<p>A permit is required under the overlay to remove Trees #2, #3, #4, #20, #20A, #21, #24, #26, #28, #35, #36, #43A, #46, #47, #49 and #60. The objectives of the schedule to the overlay include:</p> <ul style="list-style-type: none"> • To retain and protect existing trees, and to promote further planting of new trees as a significant component of local identity and neighbourhood character. • To ensure that, where tree removal is permitted, appropriate replacement planting is provided and located appropriately on site. <p>The proposed vegetation removal is acceptable for the following reasons:</p>

	<ul style="list-style-type: none"> Most vegetation to be removed is not protected by the overlay and can be replaced. 14 trees are recorded as having low retention value and can be replaced with new trees. The two protected trees (Tree #2 and #47) recorded as having medium retention value are not suitable for retention as their locations pose a significant development constraint which would impact the porte cochere and two cottages. The proposed development can achieve a substantial tree re-planting (>7 trees for each tree replaced) in response to the overlay and neighbourhood character objectives.
Special Building Overlay – Schedule 1 (Clause 44.05)	<p>A permit is required to construct a building or to construct or carry out works. This does not apply to landscaping, driveways, vehicle cross overs, footpaths or bicycle paths if there is no significant change to existing surface levels, or if the relevant floodplain management authority has agreed in writing that the flowpath is not obstructed.</p> <p>The flowpath mostly aligns with Glenmore Street as shown below:</p>  <p>The only proposed works within the small sections of the overlay which encroach within the subject land's title boundary are to be utilised as landscaping, vehicle crossovers or driveway – the surface levels will not be significantly altered. Furthermore, Melbourne Water has confirmed no objection to the proposed development. As such, no permit is triggered under the Special Building Overlay – Schedule 1.</p>
Removal of easements (Clause 52.02)	<p>A permit is required under Clause 52.02 – Easements, Restrictions and Reserves to remove two easements from the subject land. E-1 on Land in Plan of Consolidation 107675 (Parcel A) and E-1 on Land in Plan of Consolidation 107676 (Parcel B) – running in a north-east/south-west alignment – are proposed for removal.</p>

	 <p>The easements are in favour of Banyule City Council as the relevant drainage authority and Yarra Valley Water as the relevant sewerage authority. Consent has been provided by both authorities.</p>
Other	No signage is sought through this application and would be subject to a future planning permit application.

Received
01/12/2022

		AREAS (m ²)									
TYPE	ICF CITY	UPPER / LOWER / SINGLE	No. BEDS	No. CARS	TOTAL CARS	LYING	GARAGE	COURTYARD	BALCONY	GFA	COVERAGE
[56a]	6	LOWER ICF	2	2	2	110	24	45		142	184%
[56b]	5	UPPER ICF	2	2	2	110	24	45		142	184%
[56c]	5	LOWER ICF	2	2	2	110	24	45		142	184%
[56d]	5	UPPER ICF	2	2	2	110	24	45		142	184%
[56e]	5	LOWER ICF	2	2	2	110	24	45		142	184%
[56f]	5	UPPER ICF	2	2	2	110	24	45		142	184%
[56g]	5	LOWER ICF	2	2	2	110	24	45		142	184%
[56h]	5	UPPER ICF	2	2	2	110	24	45		142	184%
[56i]	5	LOWER ICF	2	2	2	110	24	45		142	184%
[56j]	5	UPPER ICF	2	2	2	110	24	45		142	184%
[56k]	5	LOWER ICF	2	2	2	110	24	45		142	184%
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IRCF 2, COMMUNITY CENTRE AND BASEMENT CARPARK				
	GFA (m ²) (INCL. BALCONIES)	No 2 BED IRCF	No 3 BEDS IRCF	TOTAL IRCF
BASEMENT LEVEL COMMUNITY CENTRE	848	-	-	-
BASEMENT LEVEL CAR PARK [54 SPACES]	2505	-	-	-
IRC'2 GROUND LEVEL	1311	5	4	9
IRC'2 FIRST LEVEL	1257	5	4	9
IRC'2 SECOND LEVEL	1095	5	4	9
TOTALS	6006	15	10	25

	GFA (m ²) (EXCL. BALCONIES)	IRCF BEDs
GROUND FLOOR	1200	-
FIRST LEVEL	2110	36
SECOND LEVEL	2110	36
TOTALS	5420	72

SUMMARY		NOTES
SITE AREA	185,408m² (1.85-ha)	
IRCS2, COMMUNITY BASEMENT	2,463	INCLUDES CANOPIES AND PART BASEMENT COVERAGE
IRCS3	38588	INCLUDES PART BASEMENT, NOT COVER BY BUILDING
HARD SURFACE, PAVING, INTERLOCKING	39570	
TOTAL BUILDING AREA	81,177m² or 44%	
TOTAL HARD SURFACE, NOT COVERAGE	121,757m² or 65%	

CAR PARKING		NOTES
HC1	29	INCLUDES 1 ACCESSIBLE SPACE, PARKING IN BASEMENT
HC2	28	PARKING IN BASEMENT
HC3	46	PARKING IN GARAGE
TOTAL CAR SPACES	103	

NOTES
TOWN PLANNING DRAWINGS TO READ IN CONJUNCTION WITH ALL
SUPPORTING CONSULTANT REPORTS.

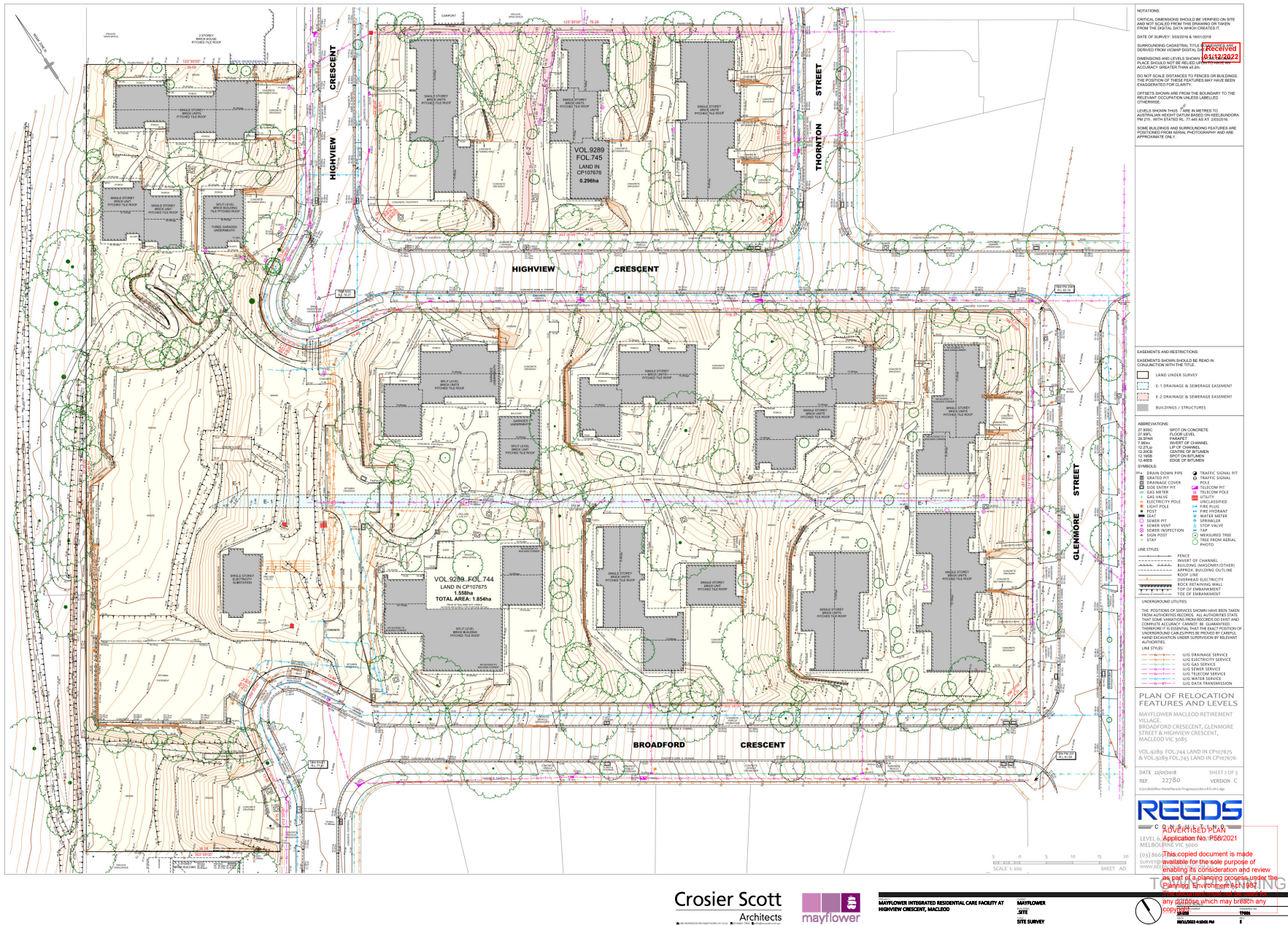
CHANGES SUMMARY

- 0 Updated Schedule
- 0 Updated Drawings list
- 0 Updated cover images
- 0 Deleting crossover retained
- 0 Driveway/drop zone removed
- 0 Redefined IC21
- 0 Redefined IC22 and Community Centre indicated
- 0 Revised easement indicated
- 0 Internal road 40 adjusted to have access via Internal road 4a
- 0 Increased landscaping opportunities
- 0 IC23 setback from Glenmore Street increase
- 0 IC23 increased setbacks to side and front boundaries
- 0 Increased setbacks to rear boundary
- 0 Crossover to IC23 removed, replaced with kerb, footpath and nature strip
- 0 New ramp access to loading bay, within car access basement parking and loading areas
- 0 IC23 Floor levels raised to meet Melbourne Water requirements, including adjustment to drains and minor variation to Floor plan and elevations
- 0 IC23 Floor levels raised to accommodate for existing Melbourne Water requirements, including adjustment to internal roads and ramps
- 0 Retaining wall adjacent turn R8 lowered to follow existing footpath profile (see sheet 10 and drawing T1515) as agreed on site with arborists
- 0 IC23 Floor levels raised, including roadways to

[illegible]

ADVERTISED PLAN
Application No. P58/2021

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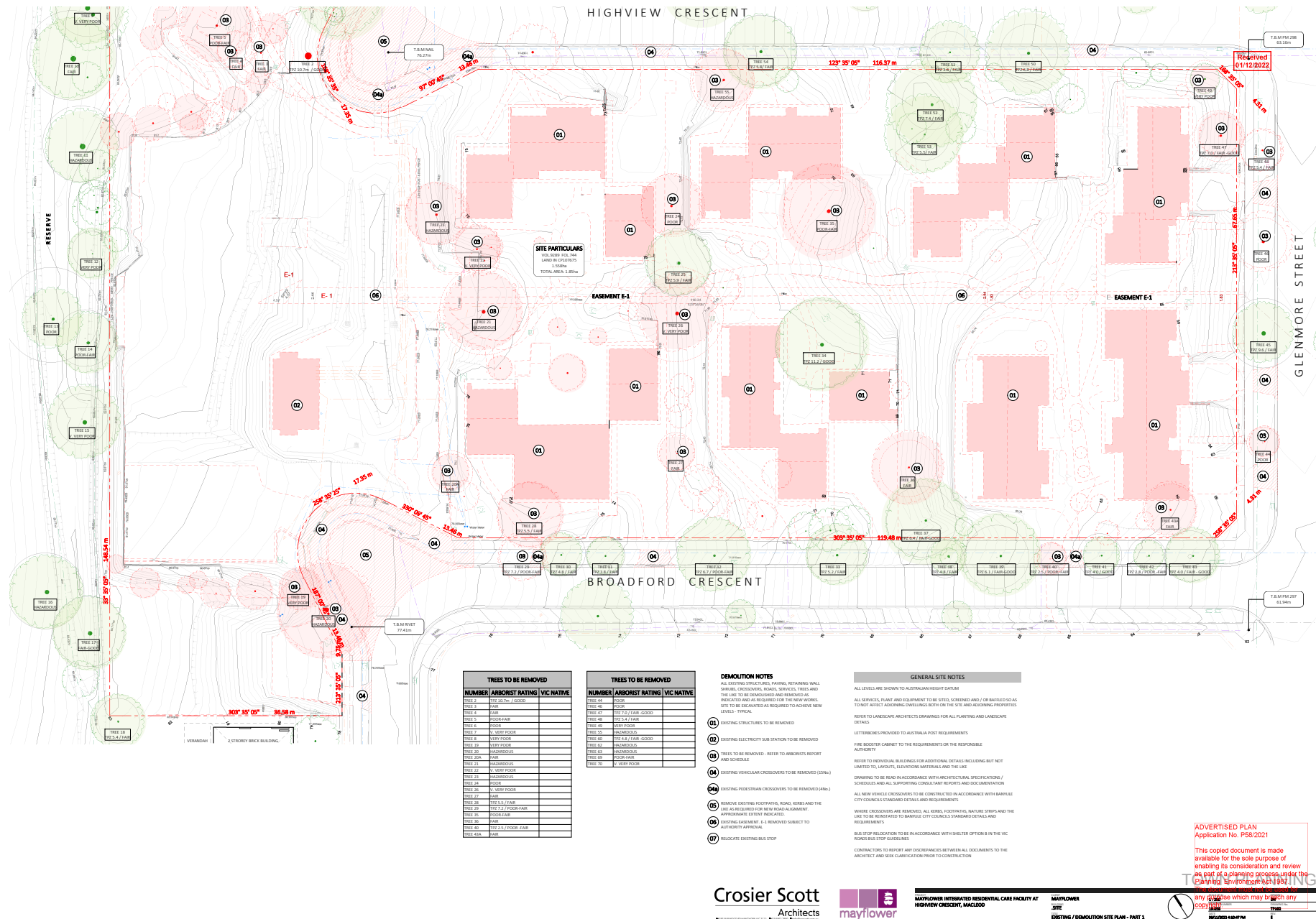
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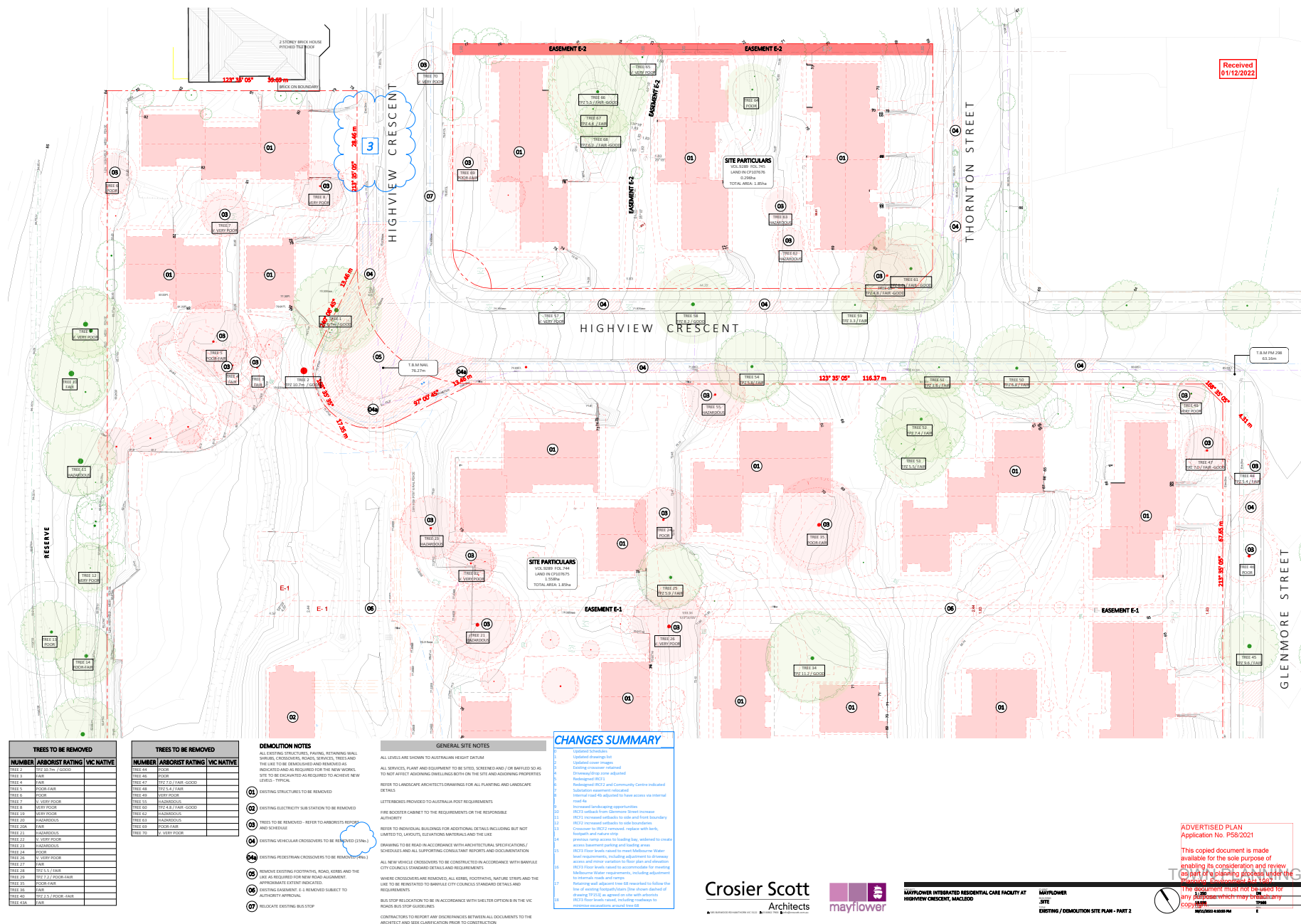


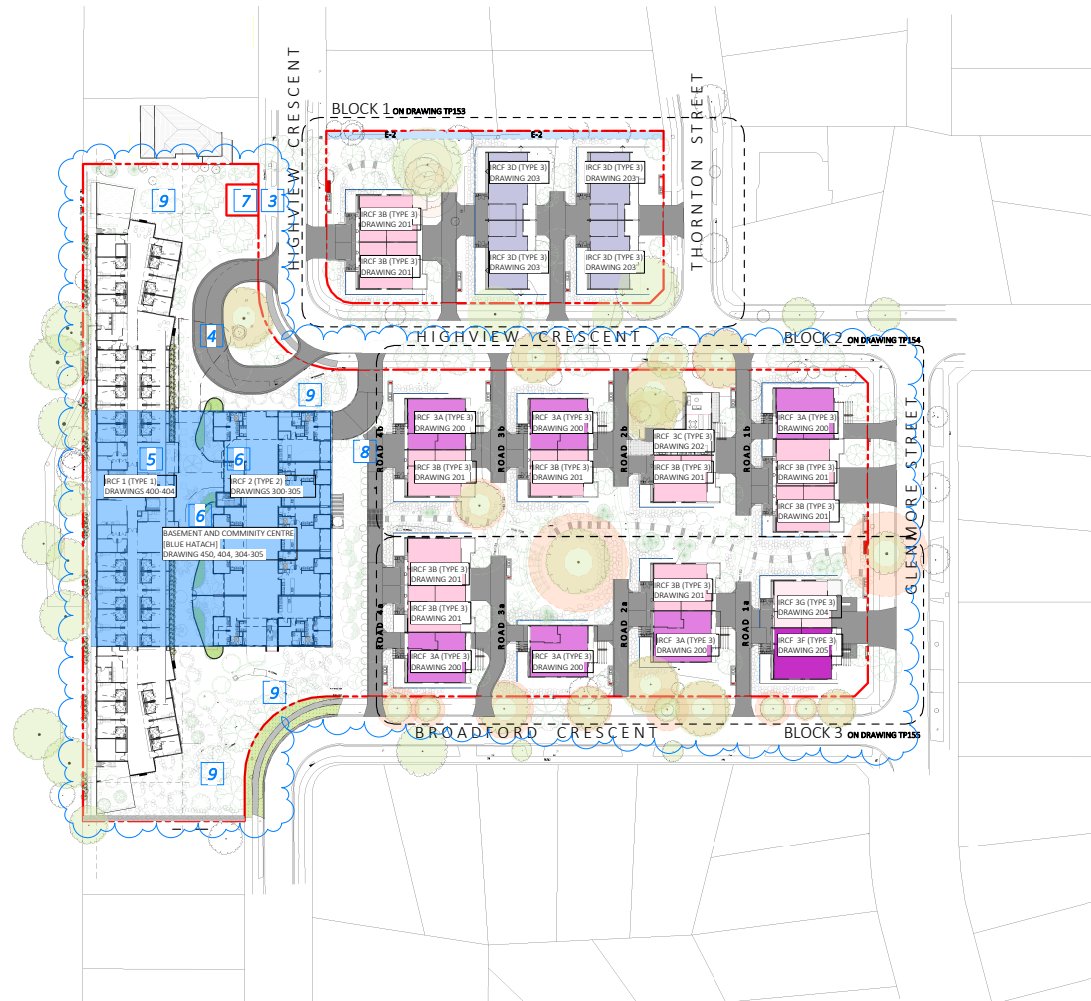
27



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Received
01/12/2022

CHANGES SUMMARY

1. Updated schedule
2. Updated drawings list
3. Updated cover images
4. Existing crossover related
5. Driveway/Drive area adjusted
6. Redesignated RCF2
7. Redesignated RCF2 and Community Centre indicated
8. Substation assessment indicated
9. Internal road fully adjusted to have access via internal road
10. Increased landscaping opportunities
11. RCF2 setback from Glenmore Street increased
12. RCF2 increased setbacks to side and front boundary
13. RCF2 increased setbacks to side boundary
14. Crossover to RCF2 removed, replaced with kerb, footpath and nature strip
15. Increased ramp access to loading bay, widened to create access to basement parking and loading area
16. RCF2 Floor levels raised to meet Melbourne Water and sewerage, including adjustment to drainage
17. Retaining wall adjacent to RCF2 removed to follow the site boundary

ADVERTISED PLAN
Application No: P38/2021

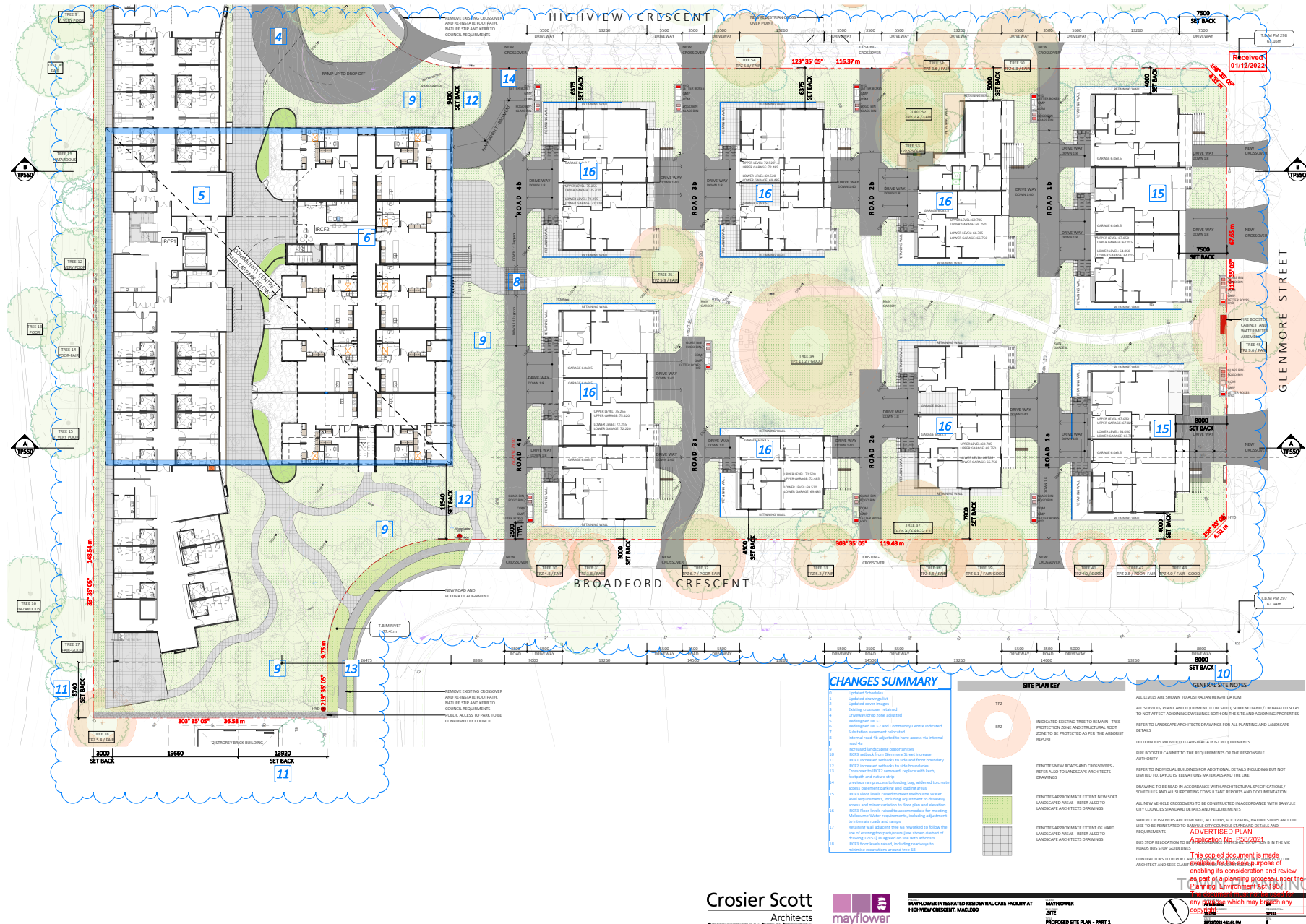
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Crosier Scott
Architects

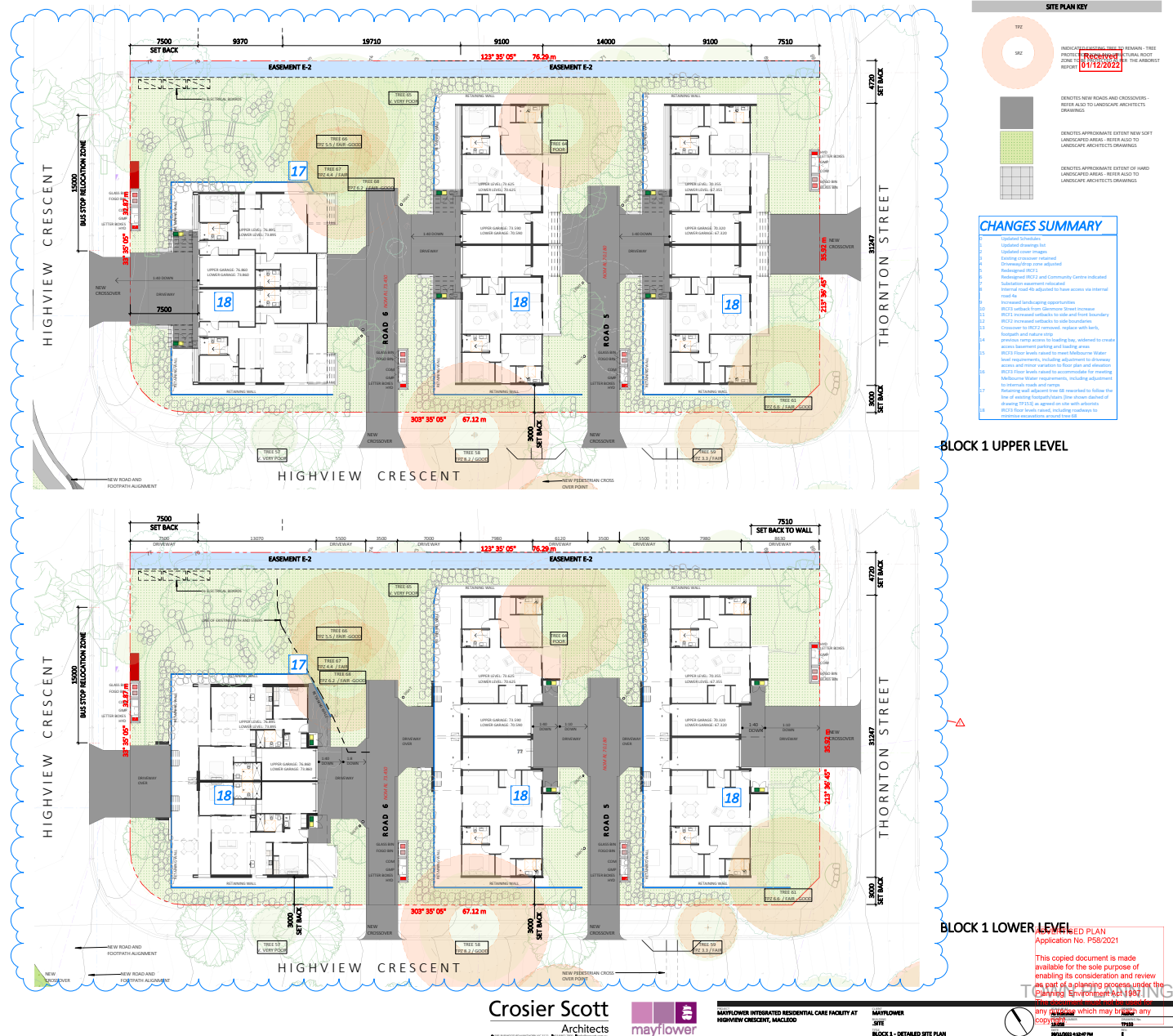
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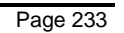
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SITE
PROPOSED OVERALL SITE PLAN

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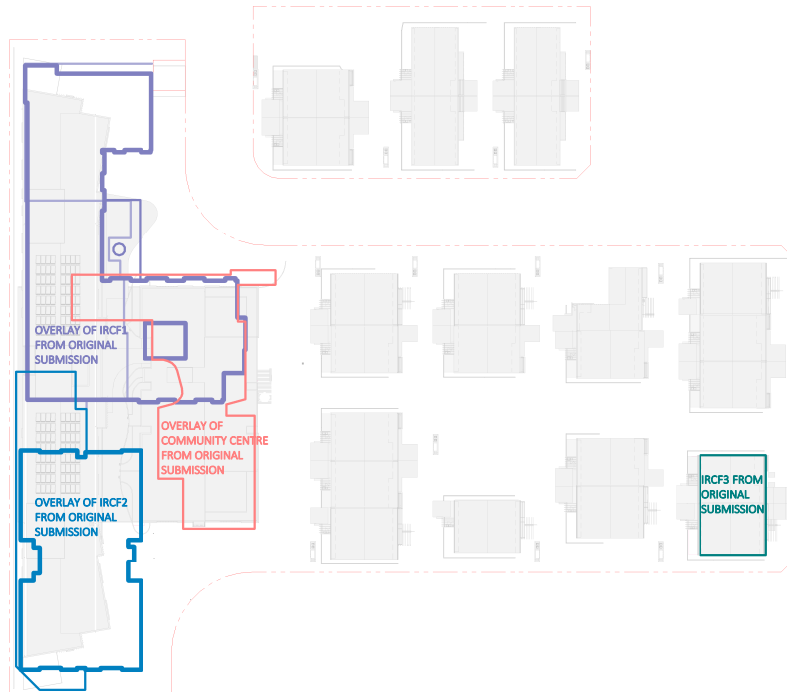




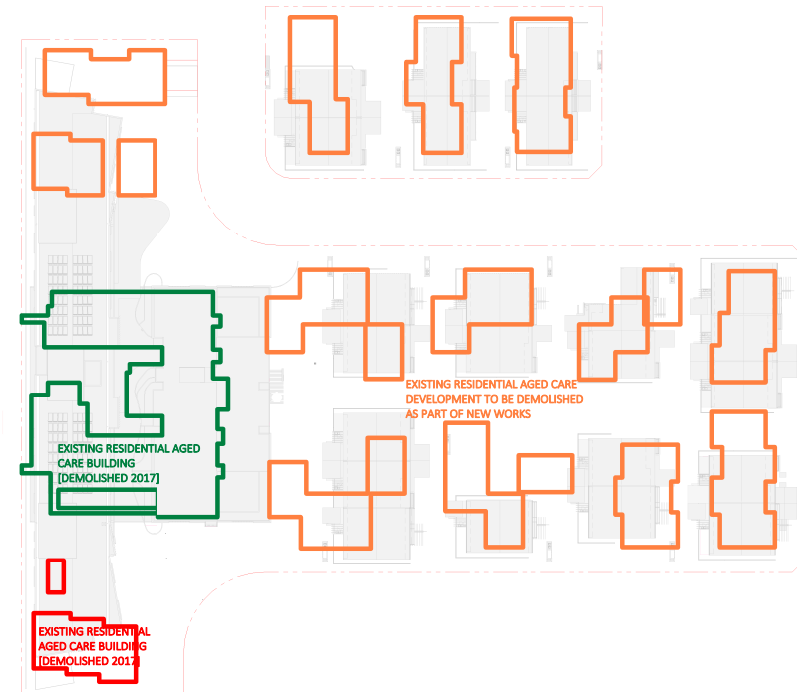






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01/12/2022

OVERLAY OF ORIGINAL SUBMISSION AGAINST PROPOSED SUBMISSION



OVERLAY OF EXISTING AND PREVIOUSLY DEMOLISHED AGAINST PROPOSED SUBMISSION

NOTES:

- ADVERTISED PLAN
- CURRENT DESIGN/FORM INDICATED WITH GRAY HATCH
- BUILDING FORMS INDICATED ARE BASED ON ROOF LINES FROM AVAILABLE INFORMATION: copied document is made
- PAVING, LANDSCAPING AND THE LINE NOTE SHOWN FOR CLARITY enabling its consideration and review as part of a planning process under the Planning (Northern Ireland) Regulations 2015 (SI 2015/1011) any use which may be made of any copy

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Architects

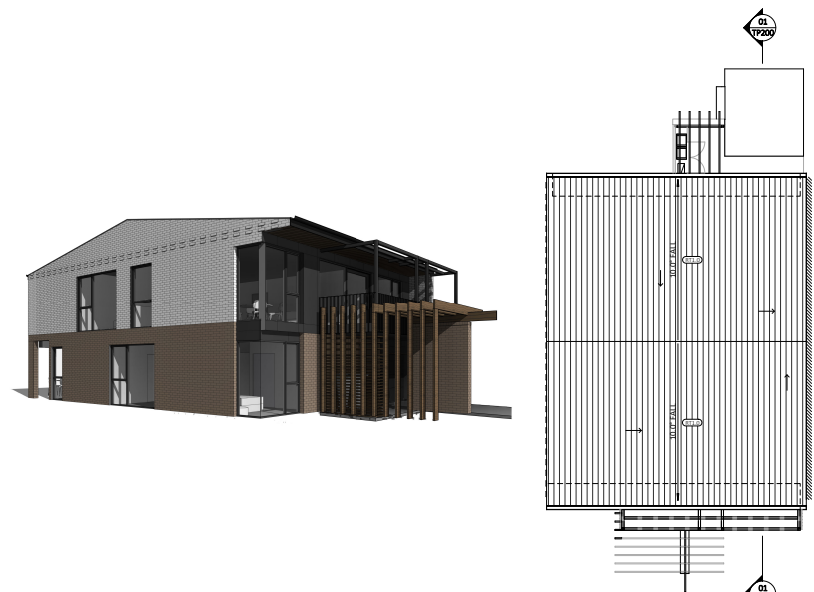
mayflower

MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY AT
HIGHVIEW CRESCENT, MALLWOOD

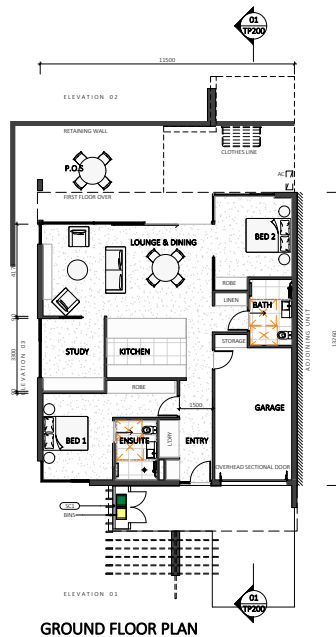
MAYFLOWER
SITE
SITE OVERLAY DRAWINGS



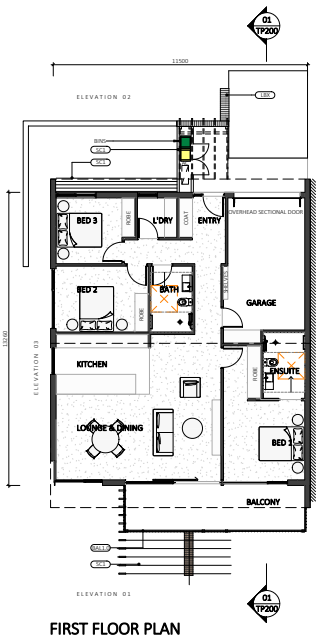
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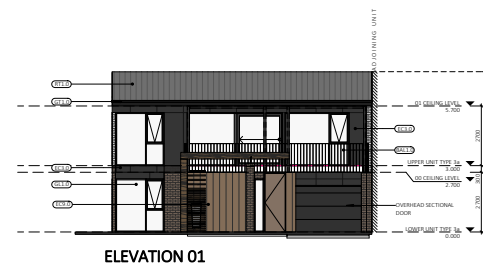
ROOF PLAN



GROUND FLOOR PLAN



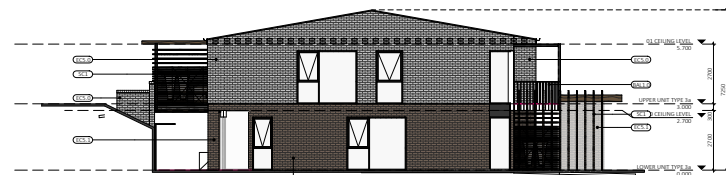
FIRST FLOOR PLAN



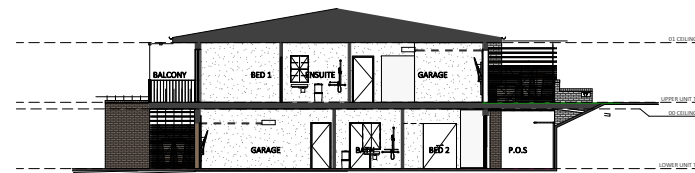
ELEVATION 01



ELEVATION 02



ELEVATION 03



SECTION 01

GENERAL NOTES

REFER TO THE SITE PLAN FOR ALL INDEPENDENT LIVING UNIT FLOOR LEVELS, GROUND LEVEL, RETAINING WALL HEIGHTS, BAY GRADIS, SITE ELEVATIONS, SITE SECTIONS, UNIT ORIENTATION AND THE LIKE.

ALL LEVELS ARE SHOWN TO THE AUSTRALIAN HEIGHT DATUM.

ALL SERVICES, PLANT AND EQUIPMENT TO BE PROVIDED BY THE OWNER OR FOR BAFFLED TO AS TO NOT AFFECT THE ADJOINING DWELLING UNITS AND ADJOINING PROPERTIES.

REFER TO LANDSCAPE ARCHITECTS DRAWINGS FOR ALL PLANTING AND LANDSCAPE DETAILS.

LETTERBODIES TO BE PROVIDED TO AUSTRALIA POST REQUIREMENTS.

REFER TO ALL SUPPORTING DOCUMENTATION FOR ADDITIONAL DETAILS.

CODE	DESCRIPTION
AC	400 COMPOSITE UNIT
BA1.0	BALUSTRADE TYPE 1.0 - GALVANIZED STEEL BALUSTRADE AS SPECIFIED
EC1.0	EXTERNAL CLADDING TYPE 1.0 - FIBRE CEMENT AS SPECIFIED
EC2.0	EXTERNAL CLADDING TYPE 2.0 - BRICKWORK AS SPECIFIED
EC3.1	EXTERNAL CLADDING TYPE 3.1 - BRICKWORK AS SPECIFIED
EC3.2	EXTERNAL CLADDING TYPE 3.2 - BRICKWORK AS SPECIFIED
GL1.0	GLAZING TYPE 1.0 - STANDARD CLEAR GLASS AS SPECIFIED
GL2.0	GLAZING TYPE 2.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL3.0	GLAZING TYPE 3.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL4.0	GLAZING TYPE 4.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL5.0	GLAZING TYPE 5.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL6.0	GLAZING TYPE 6.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL7.0	GLAZING TYPE 7.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL8.0	GLAZING TYPE 8.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL9.0	GLAZING TYPE 9.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL10.0	GLAZING TYPE 10.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL11.0	GLAZING TYPE 11.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL12.0	GLAZING TYPE 12.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL13.0	GLAZING TYPE 13.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL14.0	GLAZING TYPE 14.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL15.0	GLAZING TYPE 15.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL16.0	GLAZING TYPE 16.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL17.0	GLAZING TYPE 17.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL18.0	GLAZING TYPE 18.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL19.0	GLAZING TYPE 19.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
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GL21.0	GLAZING TYPE 21.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL22.0	GLAZING TYPE 22.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL23.0	GLAZING TYPE 23.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL24.0	GLAZING TYPE 24.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL25.0	GLAZING TYPE 25.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL26.0	GLAZING TYPE 26.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL27.0	GLAZING TYPE 27.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL28.0	GLAZING TYPE 28.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL29.0	GLAZING TYPE 29.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL30.0	GLAZING TYPE 30.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL31.0	GLAZING TYPE 31.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL32.0	GLAZING TYPE 32.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL33.0	GLAZING TYPE 33.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL34.0	GLAZING TYPE 34.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL35.0	GLAZING TYPE 35.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL36.0	GLAZING TYPE 36.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL37.0	GLAZING TYPE 37.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL38.0	GLAZING TYPE 38.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL39.0	GLAZING TYPE 39.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL40.0	GLAZING TYPE 40.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL41.0	GLAZING TYPE 41.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL42.0	GLAZING TYPE 42.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL43.0	GLAZING TYPE 43.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL44.0	GLAZING TYPE 44.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL45.0	GLAZING TYPE 45.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL46.0	GLAZING TYPE 46.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL47.0	GLAZING TYPE 47.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL48.0	GLAZING TYPE 48.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL49.0	GLAZING TYPE 49.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL50.0	GLAZING TYPE 50.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL51.0	GLAZING TYPE 51.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL52.0	GLAZING TYPE 52.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL53.0	GLAZING TYPE 53.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL54.0	GLAZING TYPE 54.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL55.0	GLAZING TYPE 55.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL56.0	GLAZING TYPE 56.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL57.0	GLAZING TYPE 57.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL58.0	GLAZING TYPE 58.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL59.0	GLAZING TYPE 59.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL60.0	GLAZING TYPE 60.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL61.0	GLAZING TYPE 61.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL62.0	GLAZING TYPE 62.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL63.0	GLAZING TYPE 63.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL64.0	GLAZING TYPE 64.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL65.0	GLAZING TYPE 65.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL66.0	GLAZING TYPE 66.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL67.0	GLAZING TYPE 67.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL68.0	GLAZING TYPE 68.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL69.0	GLAZING TYPE 69.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL70.0	GLAZING TYPE 70.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL71.0	GLAZING TYPE 71.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL72.0	GLAZING TYPE 72.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL73.0	GLAZING TYPE 73.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL74.0	GLAZING TYPE 74.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL75.0	GLAZING TYPE 75.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL76.0	GLAZING TYPE 76.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL77.0	GLAZING TYPE 77.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL78.0	GLAZING TYPE 78.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL79.0	GLAZING TYPE 79.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL80.0	GLAZING TYPE 80.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL81.0	GLAZING TYPE 81.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL82.0	GLAZING TYPE 82.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL83.0	GLAZING TYPE 83.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL84.0	GLAZING TYPE 84.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL85.0	GLAZING TYPE 85.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL86.0	GLAZING TYPE 86.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL87.0	GLAZING TYPE 87.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL88.0	GLAZING TYPE 88.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL89.0	GLAZING TYPE 89.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL90.0	GLAZING TYPE 90.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL91.0	GLAZING TYPE 91.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL92.0	GLAZING TYPE 92.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL93.0	GLAZING TYPE 93.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL94.0	GLAZING TYPE 94.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL95.0	GLAZING TYPE 95.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL96.0	GLAZING TYPE 96.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL97.0	GLAZING TYPE 97.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL98.0	GLAZING TYPE 98.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL99.0	GLAZING TYPE 99.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
GL100.0	GLAZING TYPE 100.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED

MATERIALS AND FINISHES

NOTE: ALL MATERIALS TO BE AS SELECTED OR SIMILAR

AF1.0 - APPLIED FINISH
MATERIAL: CEMENT RENDER
COLOUR: LIGHT GREY / CREAM
NOTES:

BA1.0 - BALUSTRADE
MATERIAL: POWDERCOATED METAL SLATS
COLOUR: CHARCOAL BLACK
NOTES:

BA2.0 - BALUSTRADE
MATERIAL: POWDERCOATED METAL SLATS
COLOUR: CHARCOAL BLACK
NOTES:

EC1.0 - EXTERNAL CLADDING
MATERIAL: FIBRE CEMENT
COLOUR: BLACK / CHARCOAL
NOTES:

EC1.1 - EXTERNAL CLADDING
MATERIAL: FIBRE CEMENT
COLOUR: WHITE
NOTES:

EC1.2 - EXTERNAL CLADDING
MATERIAL: FIBRE CEMENT
COLOUR: SELECTED CREAM / GREY
NOTES:

EC1.3 - EXTERNAL CLADDING
MATERIAL: BRICKWORK
COLOUR: SELECTED BROWN / RED
NOTES:

EC1.4 - EXTERNAL CLADDING
MATERIAL: CONCRETE AND/OR CEMENT RENDER
COLOUR: NATURAL GRAY CONCRETE
NOTES: CONCRETE TO HAVE FEATURE PATTERN WHERE INDICATED

EC1.5 - EXTERNAL CLADDING
MATERIAL: TILES
COLOUR: GREEN
NOTES:

GL1.0 - GUTTER AND FASCIA
MATERIAL: COLORBOND STEEL
COLOUR: NIGHT SKY
NOTES:

SC1 - SCREENING
MATERIAL: POWDERCOATED ALUMINUM BATTENS
COLOUR: DECONWOOD - AMERICAN OAK
NOTES: VARIOUS PROFILE DIMENSIONS TO BE SELECTED

SC2 - SCREENING
MATERIAL: POWDERCOATED ALUMINUM
COLOUR: CHARCOAL/BLACK
NOTES: PERFORATED PATTERN TO BE SELECTED

SC3 - SCREENING - VENTILATION LOUVRES
MATERIAL: POWDERCOATED ALUMINUM
COLOUR: CHARCOAL/BLACK
NOTES:

SC4 - SCREENING - PATTERNED GLASS
MATERIAL: PATTERNED GLASS
COLOUR: PATTERNED GLASS
NOTES:

ADVERTISED PLAN
Application No. P58/2021

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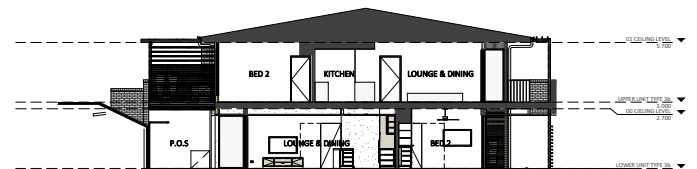
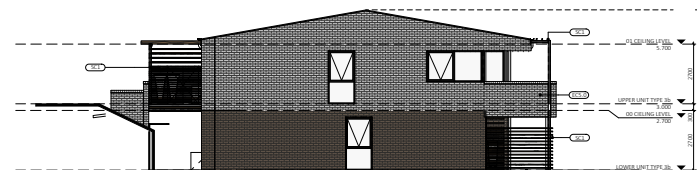
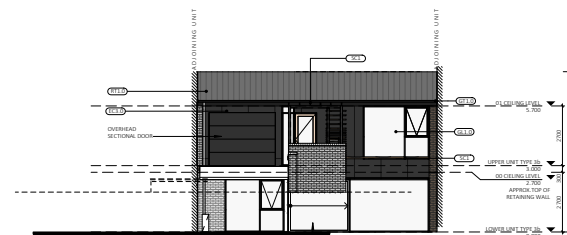
Crosier Scott
Architects

mayflower

MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY AT HIGHVIEW CRESCENT, MANCROFT

MAYFLOWER
RCH BA
TYPICAL PLANS, ELEVATIONS AND SECTIONS

DATE: 01/12/2022
DRAWN: [Signature]
CHECKED: [Signature]
APPROVED: [Signature]



GENERAL NOTES

REFER TO THE SITE PLAN FOR ALL INDEPENDENT LIVING UNIT FLOOR LEVELS, GROUND LEVEL, RETAINING WALL HEIGHTS, BAY GRABES, SITE ELEVATIONS, SITE SECTIONS, UNIT ORIENTATION AND THE LIKE.

ALL LEVELS ARE SHOWN TO THE AUSTRALIAN HEIGHT DATUM

ALL SERVICES, PLANT AND EQUIPMENT TO BE INSTALLED IN ACCORDANCE WITH THE RELEVANT STANDARDS AND/OR FOR BAYFIELD SD AS TO NOT AFFECT THE ASSIGNING DRAINAGE AND ADJOINING PROPERTIES

REFER TO LANDSCAPE ARCHITECTS DRAWINGS FOR ALL PLANTING AND LANDSCAPE DETAILS

LETTERBOXES TO BE PROVIDED TO AUSTRALIA POST REQUIREMENTS

REFER TO ALL SUPPORTING DOCUMENTATION FOR ADDITIONAL DETAILS

LEGEND

CODE	DESCRIPTION
AC	AIR CONDITIONER UNIT
RA1.0	RAILINGS TYPE 1.0 - GALVANIZED STEEL BALUSTRADE AS SPECIFIED
CCB	COLUMN TO ENGINEER DESIGN
EC3.0	EXTERNAL CLADDING TYPE 3.0 - FIBRE CEMENT AS SPECIFIED
EC3.1	EXTERNAL CLADDING TYPE 3.1 - BRICKWORK AS SPECIFIED
EC3.2	EXTERNAL CLADDING TYPE 3.2 - BRICKWORK AS SPECIFIED
GL1.0	GLAZING TYPE 1.0 - STANDARD CLEAR GLASS AS SPECIFIED
GL2.0	GLAZING TYPE 2.0 - TINTED GLASS AS SPECIFIED AND SPECIFIED
LSK	LETTERBOXES AS SPECIFIED
RF1.0	ROOF TYPE 1.0 - AS SPECIFIED
SC1	SCREENING TYPE 1 - AS SPECIFIED

MATERIALS AND FINISHES

NOTE: ALL MATERIALS TO BE AS SELECTED OR SIMILAR

	RA1.0 - BALUSTRADE
MATERIAL:	POWDERCOATED METAL SLATS
COLOR:	CHARCOAL BLACK
NOTES:	
	EC3.0 - EXTERNAL CLADDING
MATERIAL:	FIBRE CEMENT
COLOR:	BLACK / CHARCOAL
NOTES:	
	EC3.1 - EXTERNAL CLADDING
MATERIAL:	FIBRE CEMENT
COLOR:	WHITE
NOTES:	
	EC3.2 - EXTERNAL CLADDING
MATERIAL:	BRICKWORK
COLOR:	SELECTED CREAM / GREY
NOTES:	
	EC3.3 - EXTERNAL CLADDING
MATERIAL:	BRICKWORK
COLOR:	SELECTED BROWN / RED
NOTES:	
	EC7.0 - EXTERNAL CLADDING
MATERIAL:	CONCRETE AND/OR CEMENT RENDER
COLOR:	NATURAL GRAY CONCRETE
NOTES:	CONCRETE TO HAVE FEATURE PATTERN WHERE INDICATED
	EC11.0 - EXTERNAL CLADDING
MATERIAL:	TILES
COLOR:	GREEN
NOTES:	
	GT1.0 - GUTTER AND FASCIA
MATERIAL:	COLORBOND STEEL
COLOR:	NIGHT SKY
NOTES:	
	SC1 - SCREENING
MATERIAL:	POWDERCOATED ALUMINUM BATTENS
COLOR:	DISCREET / AMERICAN OAK
NOTES:	VARIOUS PROFILE DIMENSIONS TO BE SELECTED
	SC2 - SCREENING
MATERIAL:	POWDERCOATED ALUMINUM
COLOR:	CHARCOAL/BLACK
NOTES:	PERFORATED PATTERN TO BE SELECTED
	SC3 - SCREENING - VENTILATION LOUVRES
MATERIAL:	POWDERCOATED ALUMINUM
COLOR:	CHARCOAL/BLACK
NOTES:	

SC4 - SCREENING - PATTERNED GLASS

DELETED

ADVERTISED PLAN
Application No. P58/2021

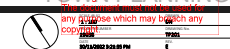
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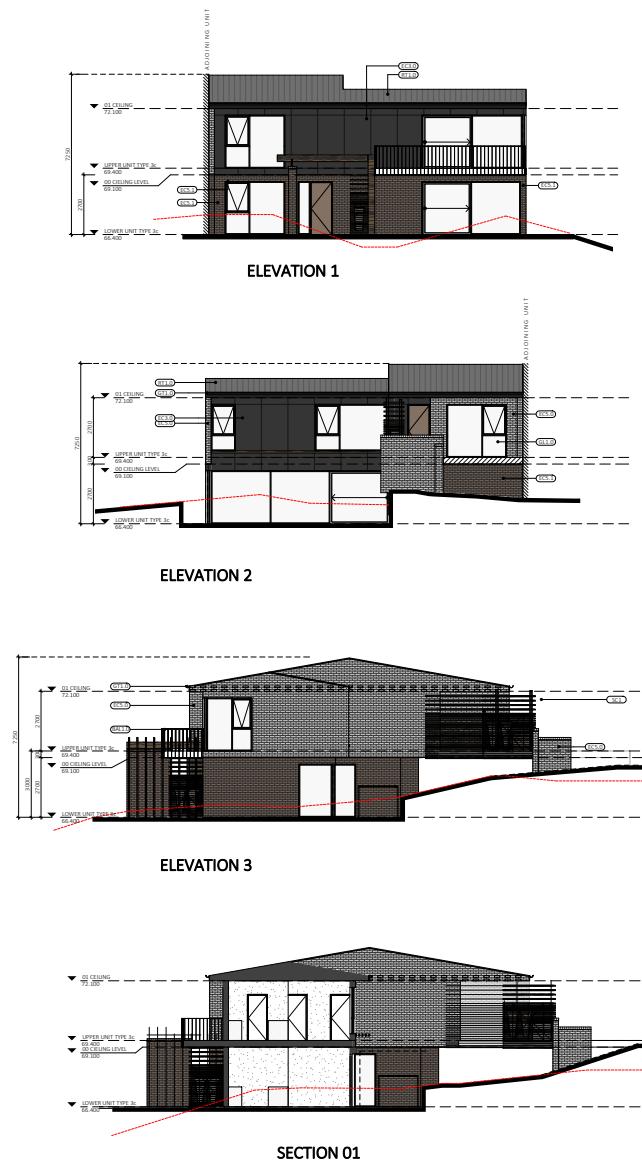
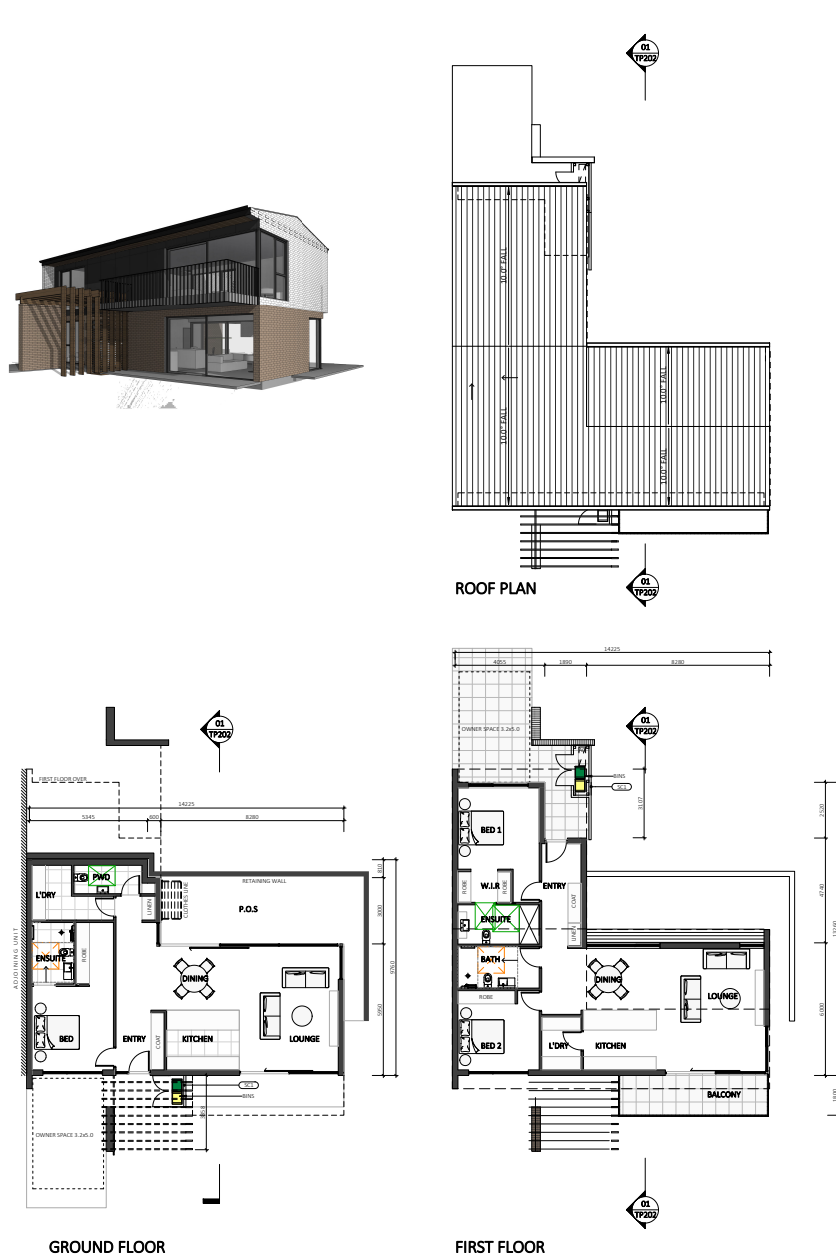
Crosier Scott
Architects



MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY
HIGHVIEW CHECKOUT, MACKEO

MAYFLOWER
HC TYPE 3B
TYPICAL PLANS, ELEVATIONS AND SECTIONS





GENERAL NOTES

REFER TO THE SITE PLAN FOR ALL INDEPENDENT LIVING UNIT FLOOR LEVELS, GROUND LEVEL, RETAINING WALL HEIGHTS, BANY GRASSES, SITE ELEVATIONS, SITE SECTIONS, UNIT ORIENTATION AND THE LIKE.

ALL LEVELS ARE SHOWN TO THE AUSTRALIAN HEIGHT DATUM

ALL SERVICES, PLANT AND EQUIPMENT TO BE PROVIDED BY THE OWNER FOR BAFFLED SO AS TO NOT AFFECT THE ASSIGNED DRAINAGE AND ADJOINING PROPERTIES

REFER TO LANDSCAPE ARCHITECTS DRAWINGS FOR ALL PLANTING AND LANDSCAPE DETAILS

LETTERINGS TO BE PROVIDED TO AUSTRALIA POST REQUIREMENTS

REFER TO ALL SUPPORTING DOCUMENTATION FOR ADDITIONAL DETAILS

CODE	DESCRIPTION
AC	AIR CONDITIONER UNIT
BA1.0	BALUSTRADE TYPE 1.0 - GALVANIZED STEEL BALUSTRADE AS SPECIFIED
EC3.0	EXTERNAL CLADDING TYPE 3.0 - FIBRE CEMENT AS SPECIFIED
EC3.0	EXTERNAL CLADDING TYPE 3.0 - BRICKWORK AS SPECIFIED
EC3.1	EXTERNAL CLADDING TYPE 3.1 - BRICKWORK AS SPECIFIED
GL1.0	GLAZING TYPE 1.0 - STANDARD CLEAR GLASS AS SPECIFIED
GT1.0	GUTTER TYPE 1.0 - FASCIA GUTTER AS SPECIFIED AND SPECIFIED
RT1.0	ROOF TYPE 1.0 - AS SPECIFIED
SC1	SCREENING TYPE 1 - AS SPECIFIED AND SPECIFIED

CODE	DESCRIPTION
AF1.0	APPLIED FINISH
BA1.0	BALUSTRADE
BA2.0	BALUSTRADE
EC3.0	EXTERNAL CLADDING
EC3.1	EXTERNAL CLADDING
EC3.0	EXTERNAL CLADDING
EC3.1	EXTERNAL CLADDING
EC3.0	EXTERNAL CLADDING
EC3.1	EXTERNAL CLADDING
EC7.0	EXTERNAL CLADDING
EC11.0	EXTERNAL CLADDING
GT1.0	GUTTER AND FASCIA
SC1	SCREENING
SC2	SCREENING
SC3	SCREENING - VENTILATION LOUNGS
SC4	SCREENING - PATTERNED GLASS

ADVERTISED PLAN
Application No. P58/2021

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Crosier Scott
Architects

mayflower

MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY AT HIGHVIEW CHECKPOINT, MACKAY

MAYFLOWER
RCH 3C
TYPICAL PLANS, ELEVATIONS AND SECTIONS

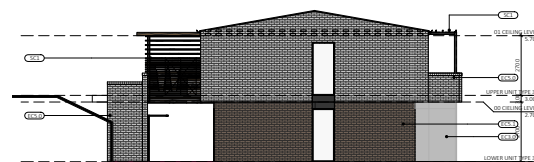
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BY: [Signature]



ELEVATION 1



ELEVATION 2



ELEVATION 03



SECTION 01

GENERAL NOTES

REFER TO THE SITE PLAN FOR ALL INDEPENDENT LIVING UNIT LEVELS, GROUND LEVEL, RETAINING WALL HEIGHTS, DRIVE GRADES, SITE ELEVATIONS, SITE SECTIONS, UNIT ORIENTATION AND THE LIKE.

ALL LEVELS ARE SHOWN TO THE AUSTRALIAN HEIGHT DATUM

ALL SERVICES, PLANT AND EQUIPMENT TO BE PROVIDED BY THE OWNER. THE DESIGNER IS NOT RESPONSIBLE FOR THE PROVISION OF SUCH SERVICES, PLANT AND EQUIPMENT. THE DESIGNER IS NOT RESPONSIBLE FOR THE PROVISION OF SUCH SERVICES, PLANT AND EQUIPMENT.

REFER TO LANDSCAPE ARCHITECT'S DRAWINGS FOR ALL PLANTING AND LANDSCAPE DETAILS.

LETTERINGS TO BE PROVIDED TO AUSTRALIA POST REQUIREMENTS

REFER TO ALL SUPPORTING DOCUMENTATION FOR ADDITIONAL DETAILS

CODE	LEGEND	DESCRIPTION
AC	AIR CONDITIONER UNIT	
BA1.0	BALUSTRADE TYPE 1.0 - GALVANIZED STEEL BALUSTRADE AS SPECIFIED	
CA	COLUMN TO INGRESS DESIGN	
EC1.0	EXTERNAL CLADDING TYPE 1.0 - FIBRE CEMENT AS SPECIFIED	
EC2.0	EXTERNAL CLADDING TYPE 2.0 - BRICKWORK AS SPECIFIED	
EC3.1	EXTERNAL CLADDING TYPE 3.1 - BRICKWORK AS SPECIFIED	
EC3.2	EXTERNAL CLADDING TYPE 3.2 - BRICKWORK AS SPECIFIED	
EC3.3	EXTERNAL CLADDING TYPE 3.3 - BRICKWORK AS SPECIFIED	
EC3.4	EXTERNAL CLADDING TYPE 3.4 - BRICKWORK AS SPECIFIED	
EC3.5	EXTERNAL CLADDING TYPE 3.5 - BRICKWORK AS SPECIFIED	
EC3.6	EXTERNAL CLADDING TYPE 3.6 - BRICKWORK AS SPECIFIED	
EC3.7	EXTERNAL CLADDING TYPE 3.7 - BRICKWORK AS SPECIFIED	
EC3.8	EXTERNAL CLADDING TYPE 3.8 - BRICKWORK AS SPECIFIED	
EC3.9	EXTERNAL CLADDING TYPE 3.9 - BRICKWORK AS SPECIFIED	
EC3.10	EXTERNAL CLADDING TYPE 3.10 - BRICKWORK AS SPECIFIED	
EC3.11	EXTERNAL CLADDING TYPE 3.11 - BRICKWORK AS SPECIFIED	
EC3.12	EXTERNAL CLADDING TYPE 3.12 - BRICKWORK AS SPECIFIED	
EC3.13	EXTERNAL CLADDING TYPE 3.13 - BRICKWORK AS SPECIFIED	
EC3.14	EXTERNAL CLADDING TYPE 3.14 - BRICKWORK AS SPECIFIED	
EC3.15	EXTERNAL CLADDING TYPE 3.15 - BRICKWORK AS SPECIFIED	
EC3.16	EXTERNAL CLADDING TYPE 3.16 - BRICKWORK AS SPECIFIED	
EC3.17	EXTERNAL CLADDING TYPE 3.17 - BRICKWORK AS SPECIFIED	
EC3.18	EXTERNAL CLADDING TYPE 3.18 - BRICKWORK AS SPECIFIED	
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EC3.20	EXTERNAL CLADDING TYPE 3.20 - BRICKWORK AS SPECIFIED	
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EC3.24	EXTERNAL CLADDING TYPE 3.24 - BRICKWORK AS SPECIFIED	
EC3.25	EXTERNAL CLADDING TYPE 3.25 - BRICKWORK AS SPECIFIED	
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EC3.46	EXTERNAL CLADDING TYPE 3.46 - BRICKWORK AS SPECIFIED	
EC3.47	EXTERNAL CLADDING TYPE 3.47 - BRICKWORK AS SPECIFIED	
EC3.48	EXTERNAL CLADDING TYPE 3.48 - BRICKWORK AS SPECIFIED	
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EC3.58	EXTERNAL CLADDING TYPE 3.58 - BRICKWORK AS SPECIFIED	
EC3.59	EXTERNAL CLADDING TYPE 3.59 - BRICKWORK AS SPECIFIED	
EC3.60	EXTERNAL CLADDING TYPE 3.60 - BRICKWORK AS SPECIFIED	
EC3.61	EXTERNAL CLADDING TYPE 3.61 - BRICKWORK AS SPECIFIED	
EC3.62	EXTERNAL CLADDING TYPE 3.62 - BRICKWORK AS SPECIFIED	
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EC3.68	EXTERNAL CLADDING TYPE 3.68 - BRICKWORK AS SPECIFIED	
EC3.69	EXTERNAL CLADDING TYPE 3.69 - BRICKWORK AS SPECIFIED	
EC3.70	EXTERNAL CLADDING TYPE 3.70 - BRICKWORK AS SPECIFIED	
EC3.71	EXTERNAL CLADDING TYPE 3.71 - BRICKWORK AS SPECIFIED	
EC3.72	EXTERNAL CLADDING TYPE 3.72 - BRICKWORK AS SPECIFIED	
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EC3.79	EXTERNAL CLADDING TYPE 3.79 - BRICKWORK AS SPECIFIED	
EC3.80	EXTERNAL CLADDING TYPE 3.80 - BRICKWORK AS SPECIFIED	
EC3.81	EXTERNAL CLADDING TYPE 3.81 - BRICKWORK AS SPECIFIED	
EC3.82	EXTERNAL CLADDING TYPE 3.82 - BRICKWORK AS SPECIFIED	
EC3.83	EXTERNAL CLADDING TYPE 3.83 - BRICKWORK AS SPECIFIED	
EC3.84	EXTERNAL CLADDING TYPE 3.84 - BRICKWORK AS SPECIFIED	
EC3.85	EXTERNAL CLADDING TYPE 3.85 - BRICKWORK AS SPECIFIED	
EC3.86	EXTERNAL CLADDING TYPE 3.86 - BRICKWORK AS SPECIFIED	
EC3.87	EXTERNAL CLADDING TYPE 3.87 - BRICKWORK AS SPECIFIED	
EC3.88	EXTERNAL CLADDING TYPE 3.88 - BRICKWORK AS SPECIFIED	
EC3.89	EXTERNAL CLADDING TYPE 3.89 - BRICKWORK AS SPECIFIED	
EC3.90	EXTERNAL CLADDING TYPE 3.90 - BRICKWORK AS SPECIFIED	
EC3.91	EXTERNAL CLADDING TYPE 3.91 - BRICKWORK AS SPECIFIED	
EC3.92	EXTERNAL CLADDING TYPE 3.92 - BRICKWORK AS SPECIFIED	
EC3.93	EXTERNAL CLADDING TYPE 3.93 - BRICKWORK AS SPECIFIED	
EC3.94	EXTERNAL CLADDING TYPE 3.94 - BRICKWORK AS SPECIFIED	
EC3.95	EXTERNAL CLADDING TYPE 3.95 - BRICKWORK AS SPECIFIED	
EC3.96	EXTERNAL CLADDING TYPE 3.96 - BRICKWORK AS SPECIFIED	
EC3.97	EXTERNAL CLADDING TYPE 3.97 - BRICKWORK AS SPECIFIED	
EC3.98	EXTERNAL CLADDING TYPE 3.98 - BRICKWORK AS SPECIFIED	
EC3.99	EXTERNAL CLADDING TYPE 3.99 - BRICKWORK AS SPECIFIED	
EC3.100	EXTERNAL CLADDING TYPE 3.100 - BRICKWORK AS SPECIFIED	

MATERIALS AND FINISHES

NOTE: ALL MATERIALS TO BE AS SELECTED OR SIMILAR

	AF1.0 - APPLIED FINISH	MATERIAL: CEMENT RENDER COLOUR: LIGHT GREY / CREAM NOTES:
	BA1.0 - BALUSTRADE	MATERIAL: POWDERCOATED METAL SLATS COLOUR: CHARCOAL BLACK NOTES:
	BA2.0 - BALUSTRADE	DELETED
	EC3.0 - EXTERNAL CLADDING	MATERIAL: FIBRE CEMENT COLOUR: BLACK / CHARCOAL NOTES:
	EC3.1 - EXTERNAL CLADDING	MATERIAL: FIBRE CEMENT COLOUR: WHITE NOTES:
	EC3.2 - EXTERNAL CLADDING	MATERIAL: BRICKWORK COLOUR: SELECTED CREAM / GREY NOTES:
	EC3.3 - EXTERNAL CLADDING	MATERIAL: BRICKWORK COLOUR: SELECTED BROWN / RED NOTES:
	EC7.0 - EXTERNAL CLADDING	MATERIAL: CONCRETE AND/OR CEMENT RENDER COLOUR: NATURAL GRAY CONCRETE NOTES: CONCRETE TO HAVE FEATURE PATTERN WHERE INDICATED
	EC11.0 - EXTERNAL CLADDING	MATERIAL: TILES COLOUR: GREEN NOTES:
	GT1.0 - GUTTER AND FASCIA	MATERIAL: COLORBOND STEEL COLOUR: NIGHT SKY NOTES:
	SC1 - SCREENING	MATERIAL: POWDERCOATED ALUMINIUM BATTENS COLOUR: DECONWOOD - AMERICAN OAK NOTES: VARIOUS PROFILE DIMENSIONS TO BE SELECTED
	SC2 - SCREENING	MATERIAL: POWDERCOATED ALUMINIUM COLOUR: CHARCOAL/BLACK NOTES: PERFORATED PATTERN TO BE SELECTED
	SC3 - SCREENING - VENTILATION LOUVRES	MATERIAL: POWDERCOATED ALUMINIUM COLOUR: CHARCOAL/BLACK NOTES:
	SC4 - SCREENING - PATTERNED GLASS	DELETED

ADVERTISED PLAN
Application No. P58/2021
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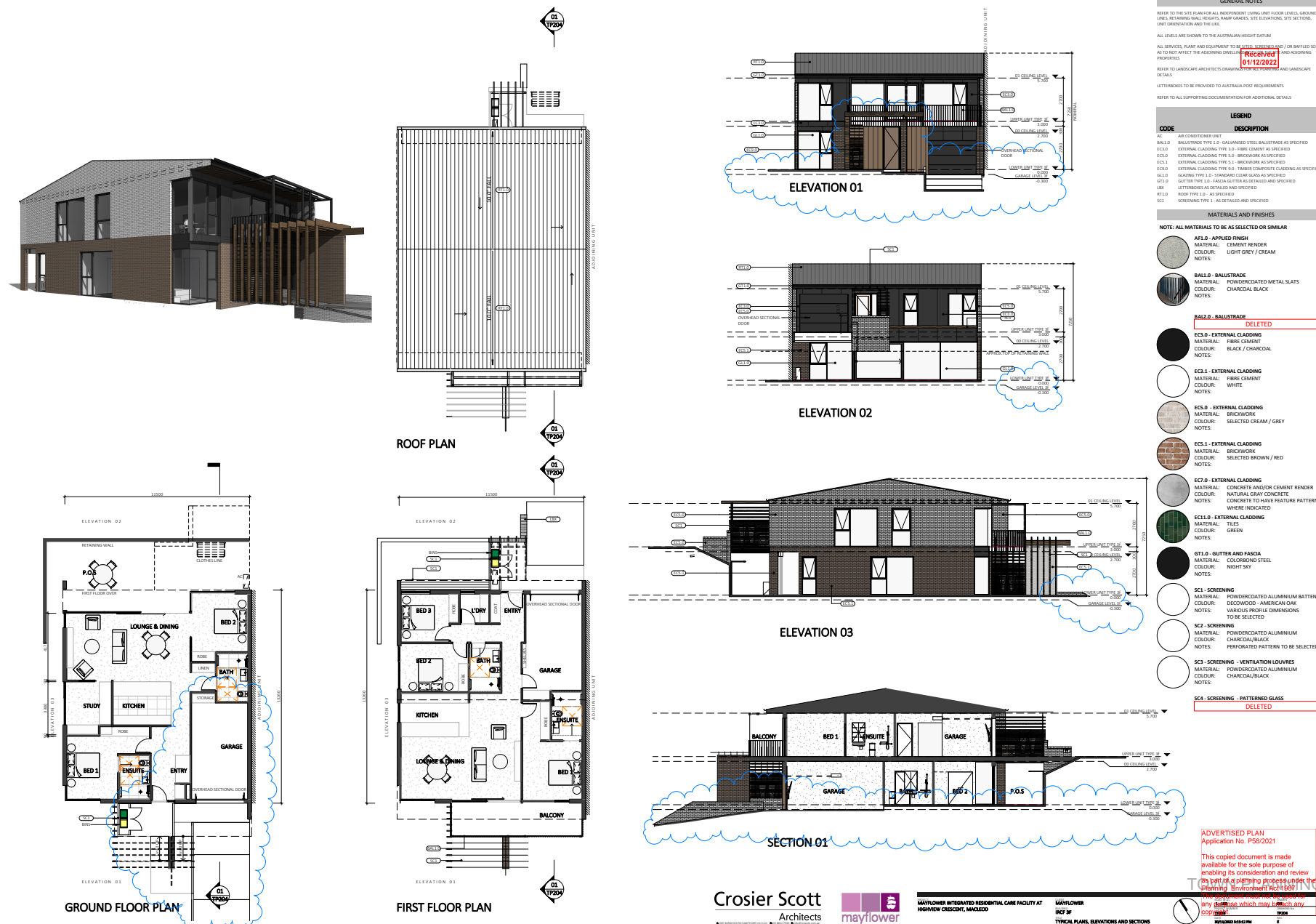
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Architects

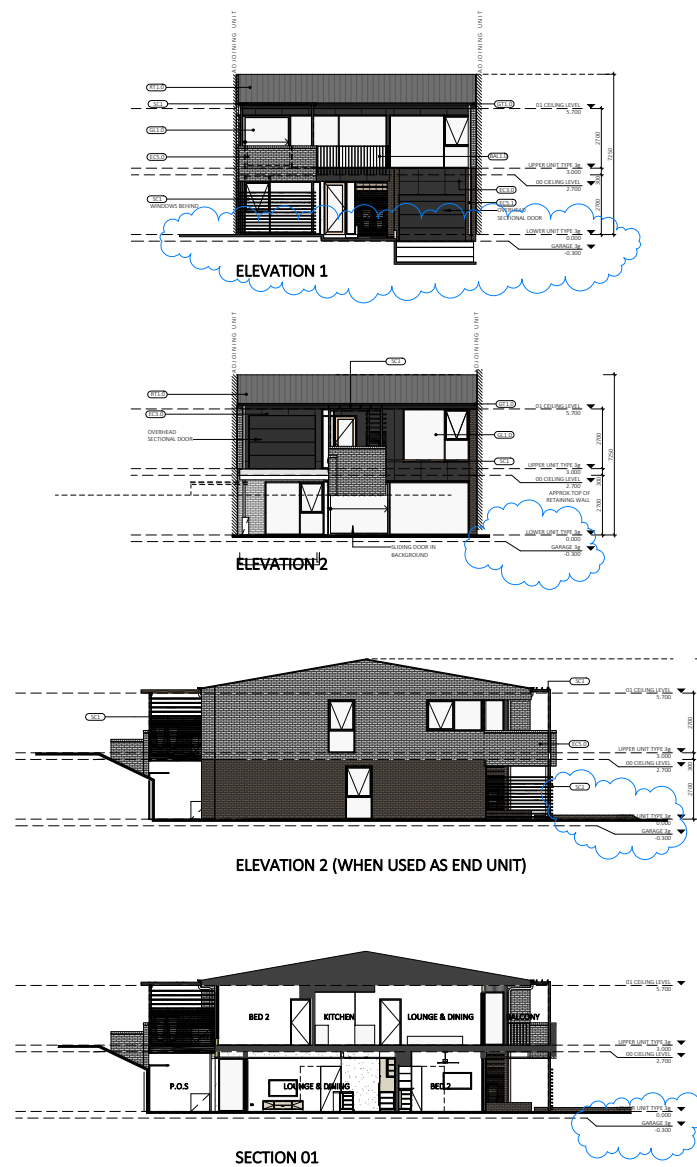
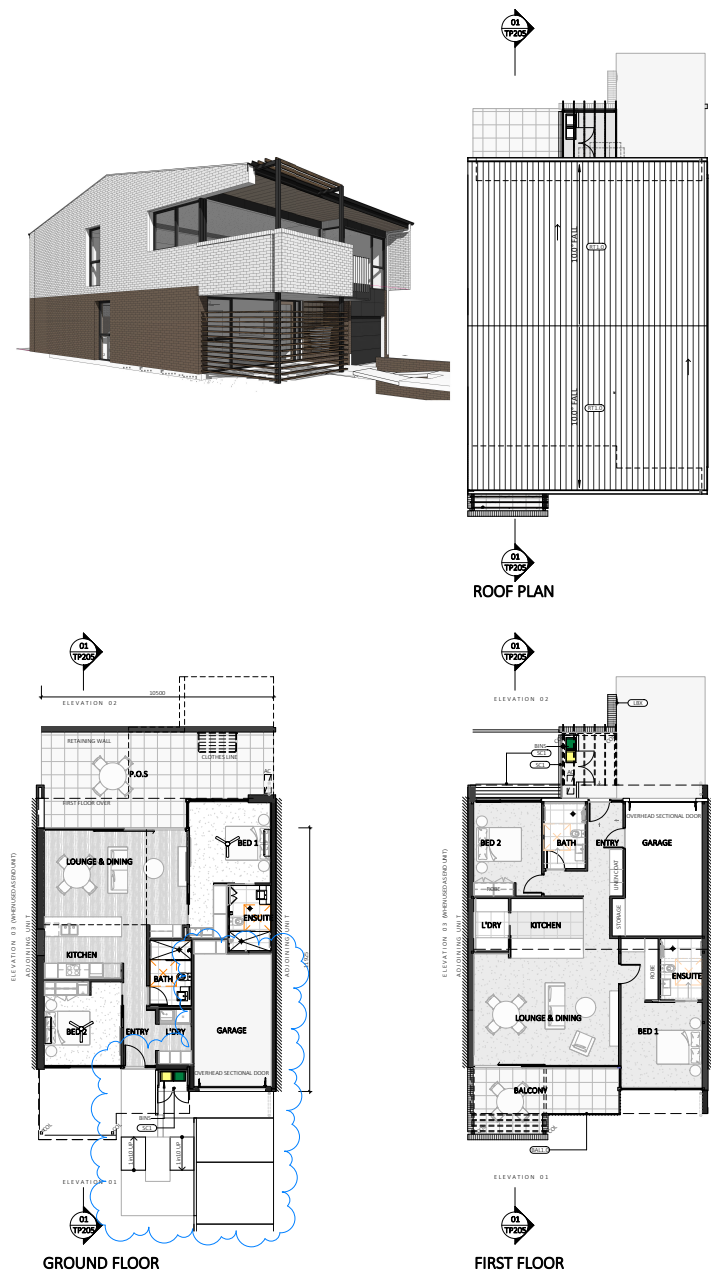


MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY AT
HIGHVIEW CHECKPOINT, MACKEO

MAYFLOWER
RCH 30
TYPICAL PLANS, ELEVATIONS AND SECTIONS

DATE: 01/12/2022
DRAWN: [Name]
CHECKED: [Name]
APPROVED: [Name]





GENERAL NOTES	
REFER TO THE SITE PLAN FOR ALL INDEPENDENT LIVING UNIT FLOOR LEVELS, GROUND LEVEL, RETAINING WALL HEIGHTS, BAY GRADIES, SITE ELEVATIONS, SITE SECTIONS, UNIT ORIENTATION AND THE LIKE.	
ALL LEVELS ARE SHOWN TO THE AUSTRALIAN HEIGHT DATUM	
ALL SERVICES, PLANT AND EQUIPMENT TO BE PROVIDED BY THE OWNER. REFER TO THE ADVERTISED PLAN FOR MORE INFORMATION. FOR BAYFLEED 50 AS TO NOT AFFECT THE ADJOINING DWELLING. 01/12/2022	
REFER TO LANDSCAPE ARCHITECTS DRAWINGS FOR ALL PLANTING AND LANDSCAPE DETAILS.	
LETTERINGS TO BE PROVIDED TO AUSTRALIA POST REQUIREMENTS	
REFER TO ALL SUPPORTING DOCUMENTATION FOR ADDITIONAL DETAILS	
LEGEND	
CODE	DESCRIPTION
AC	AC - CONCRETE UNIT
BA1.0	BALUSTRADE TYPE 1.0 - GALVANIZED STEEL BALUSTRADE AS SPECIFIED
CB	COLUMN TO ENGINEER DESIGN
EC1.0	EXTERNAL CLADDING TYPE 1.0 - FIBRE CEMENT AS SPECIFIED
EC1.1	EXTERNAL CLADDING TYPE 1.1 - BRICKWORK AS SPECIFIED
EC1.2	EXTERNAL CLADDING TYPE 1.2 - BRICKWORK AS SPECIFIED
GL1.0	GLAZING TYPE 1.0 - STANDARD CLEAR GLASS AS SPECIFIED
GL1.1	GLAZING TYPE 1.1 - FASCIA GLAZING AS SPECIFIED AND SPECIFIED
LSK	LETTERINGS AS DETAILED AND SPECIFIED
RL1.0	ROOF TYPE 1.0 - AS SPECIFIED
SC1	SCREENING TYPE 1 - AS DETAILED AND SPECIFIED
MATERIALS AND FINISHES	
NOTE: ALL MATERIALS TO BE AS SELECTED OR SIMILAR	
AP1.0 - APPLIED FINISH	MATERIAL: CEMENT RENDER COLOUR: LIGHT GREY / CREAM NOTES:
BA1.0 - BALUSTRADE	MATERIAL: POWDERCOATED METAL SLATS COLOUR: CHARCOAL BLACK NOTES:
BA1.0 - BALUSTRADE	DELETED
EC1.0 - EXTERNAL CLADDING	MATERIAL: FIBRE CEMENT COLOUR: BLACK / CHARCOAL NOTES:
EC1.1 - EXTERNAL CLADDING	MATERIAL: FIBRE CEMENT COLOUR: WHITE NOTES:
EC1.2 - EXTERNAL CLADDING	MATERIAL: BRICKWORK COLOUR: SELECTED CREAM / GREY NOTES:
EC1.3 - EXTERNAL CLADDING	MATERIAL: BRICKWORK COLOUR: SELECTED BROWN / RED NOTES:
EC1.4 - EXTERNAL CLADDING	MATERIAL: CONCRETE AND/OR CEMENT RENDER COLOUR: NATURAL GRAY CONCRETE NOTES: CONCRETE TO HAVE FEATURE PATTERN WHERE INDICATED
EC1.5 - EXTERNAL CLADDING	MATERIAL: TILES COLOUR: GREEN NOTES:
GT1.0 - GUTTER AND FASCIA	MATERIAL: COLORBOND STEEL COLOUR: NIGHT SKY NOTES:
SC1 - SCREENING	MATERIAL: POWDERCOATED ALUMINUM BATTENS COLOUR: DECONWOOD - AMERICAN OAK NOTES: VARIOUS PROFILE DIMENSIONS TO BE SELECTED
SC2 - SCREENING	MATERIAL: POWDERCOATED ALUMINUM COLOUR: CHARCOAL/BLACK NOTES: PERFORATED PATTERN TO BE SELECTED
SC3 - SCREENING - VENTILATION LOUVRES	MATERIAL: POWDERCOATED ALUMINUM COLOUR: CHARCOAL/BLACK NOTES:
SC4 - SCREENING - PATTERNED GLASS	DELETED

ADVERTISED PLAN
Application No. P58/2021

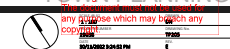
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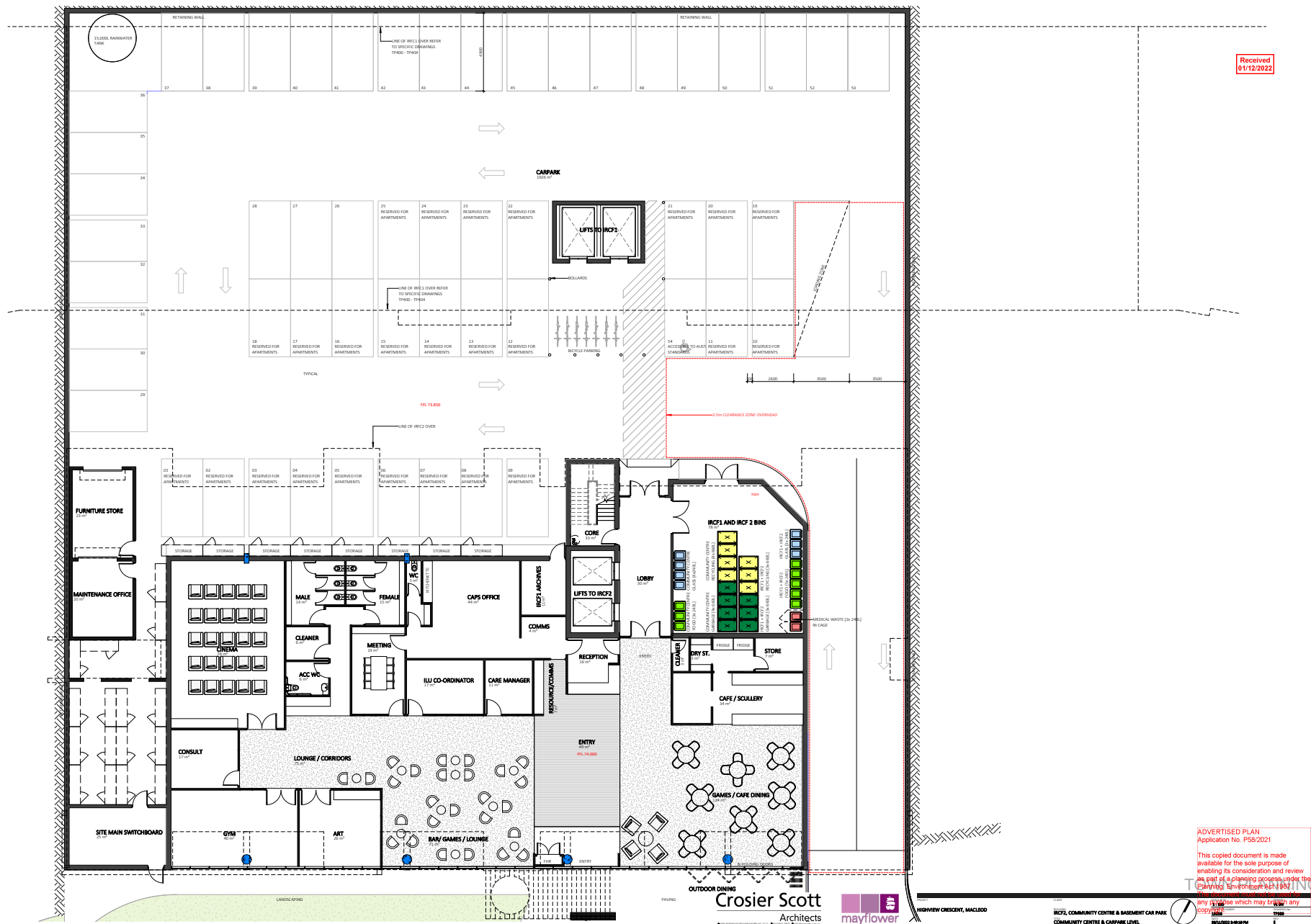
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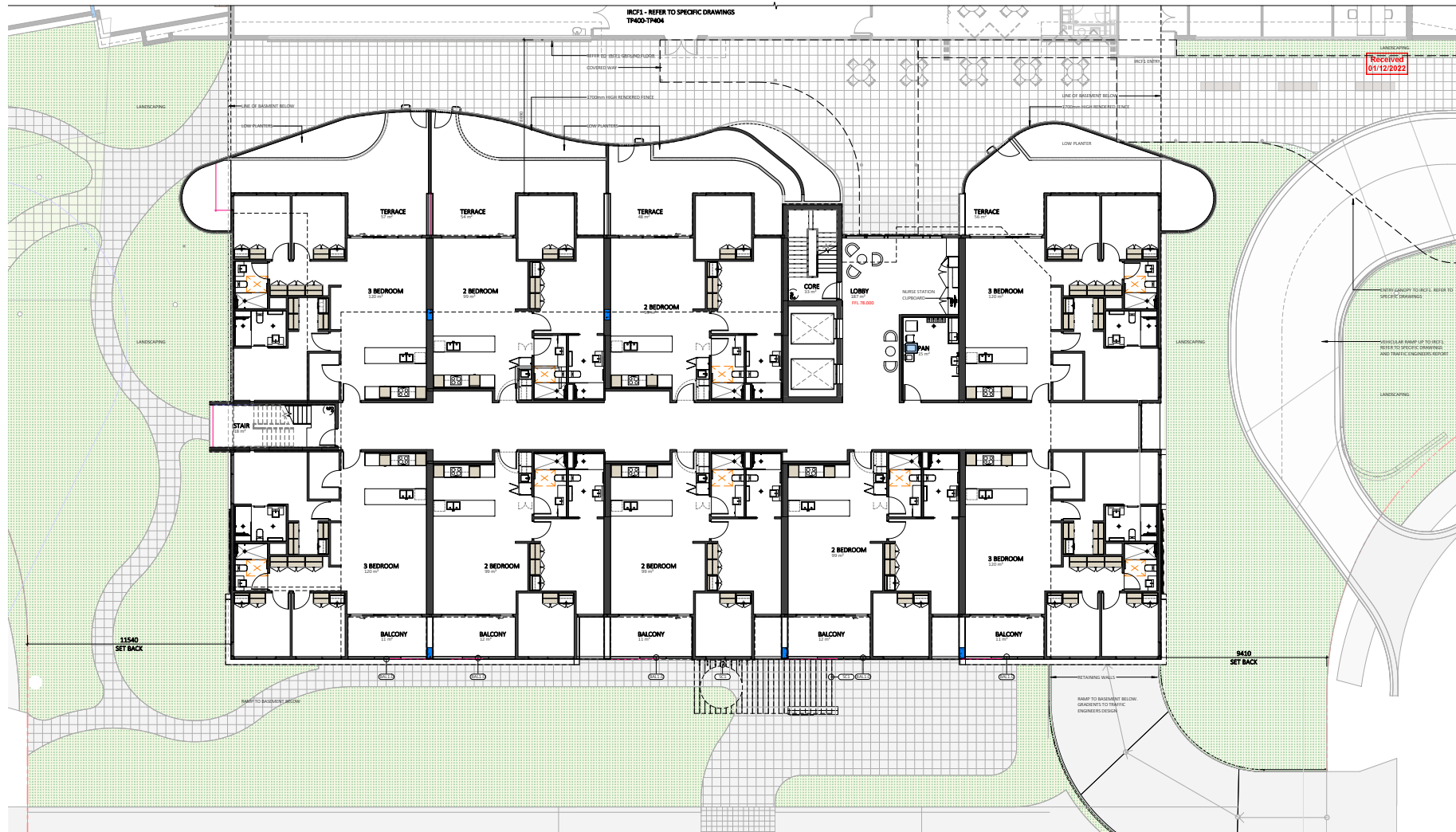


MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY
HIGHVIEW CHECKOUT, MACKLEOD

MAYFLOWER
HC1 TYPE B6
TYPICAL PLANS, ELEVATIONS AND SECTIONS







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Architects



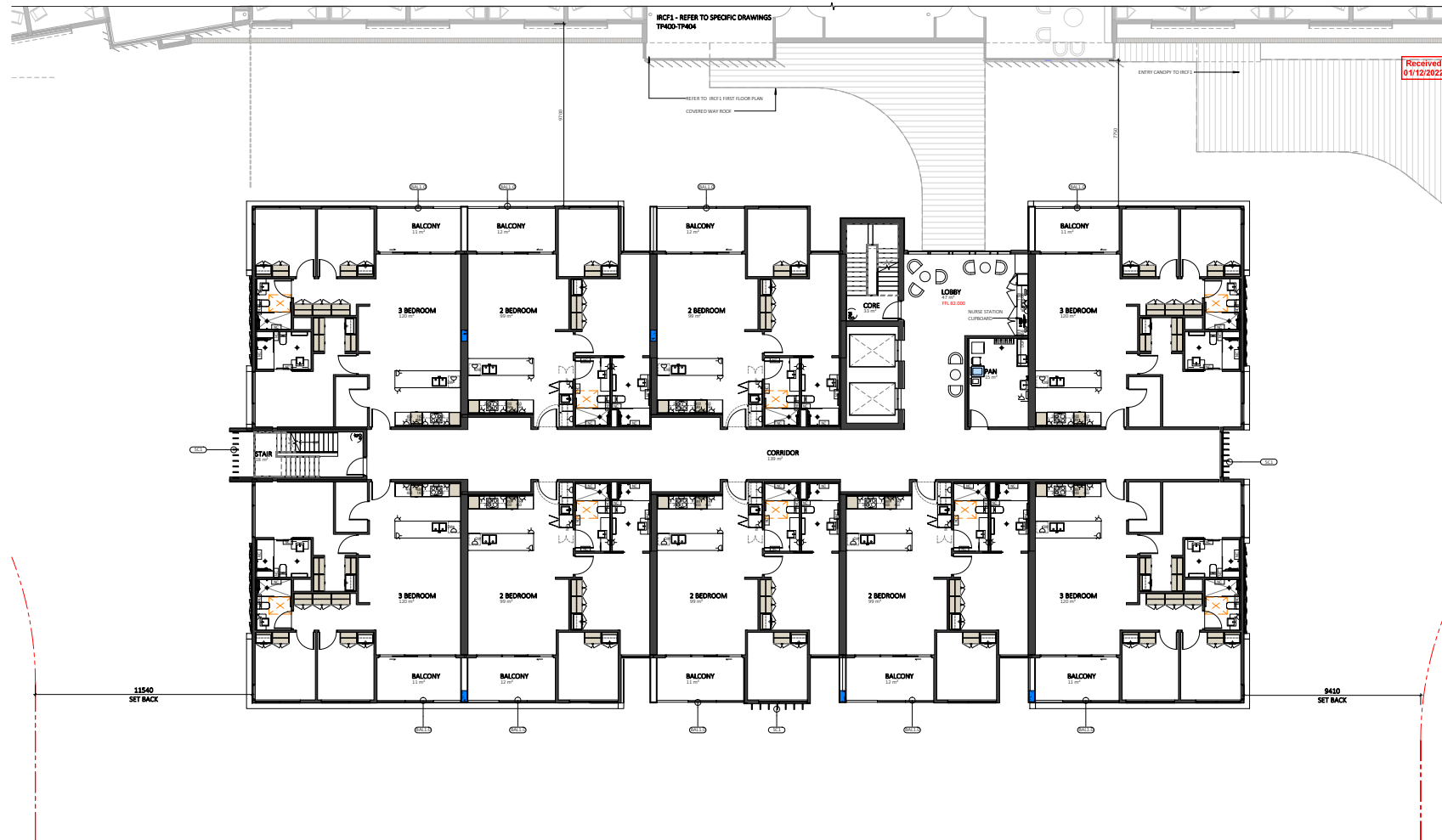
HIGHVIEW CRESCENT, MACLEOD

REFS, COMMUNITY CENTRE & BASEMENT CAR PARK
LEVEL GROUND - REF3

ADVERTISED PLAN
Application No. P58/2021
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any law.



10/12/2021 14:04:14

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01/12/2022

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Application No. P58/2021

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mayflower

HIGHVIEW CRESCENT, MACLEOD

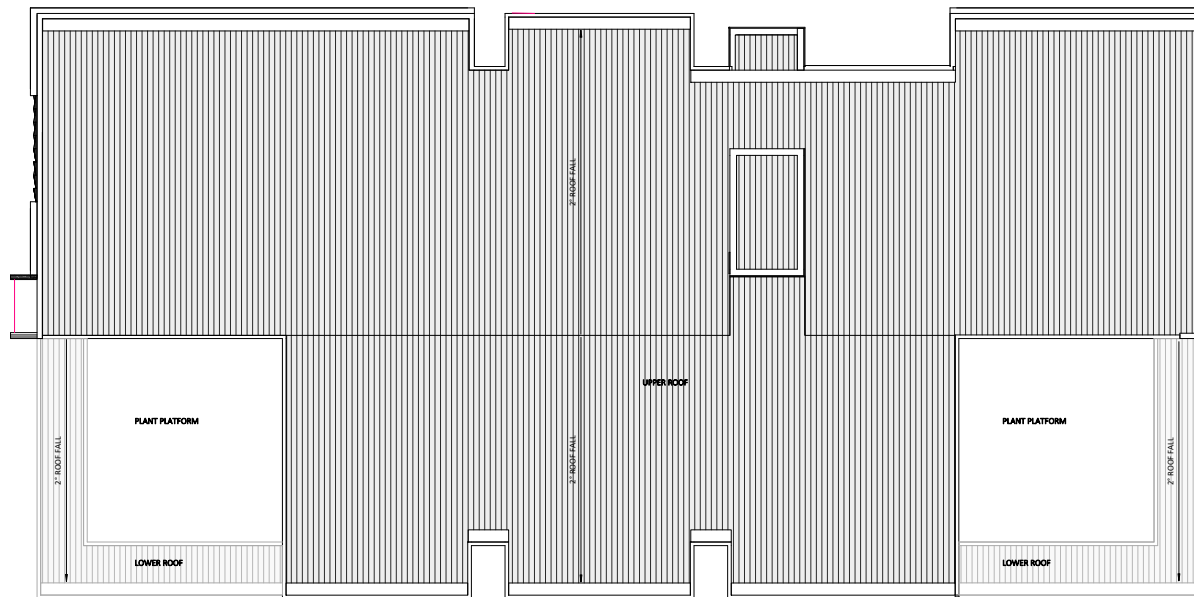
REF: COMMUNITY CENTRE & BASEMENT CAR PARK
LEVEL 2 - RCF2



10/01/2023 14:40:17M

1

Received
01/12/2022



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Architects



HIGHVIEW CRESCENT, MACLEOD

RECS, COMMUNITY CENTRE & BASEMENT CAR PARK
ROOF PLAN - RECS



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Application No. P58/2021
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RECS/2021/04/06/17M
1





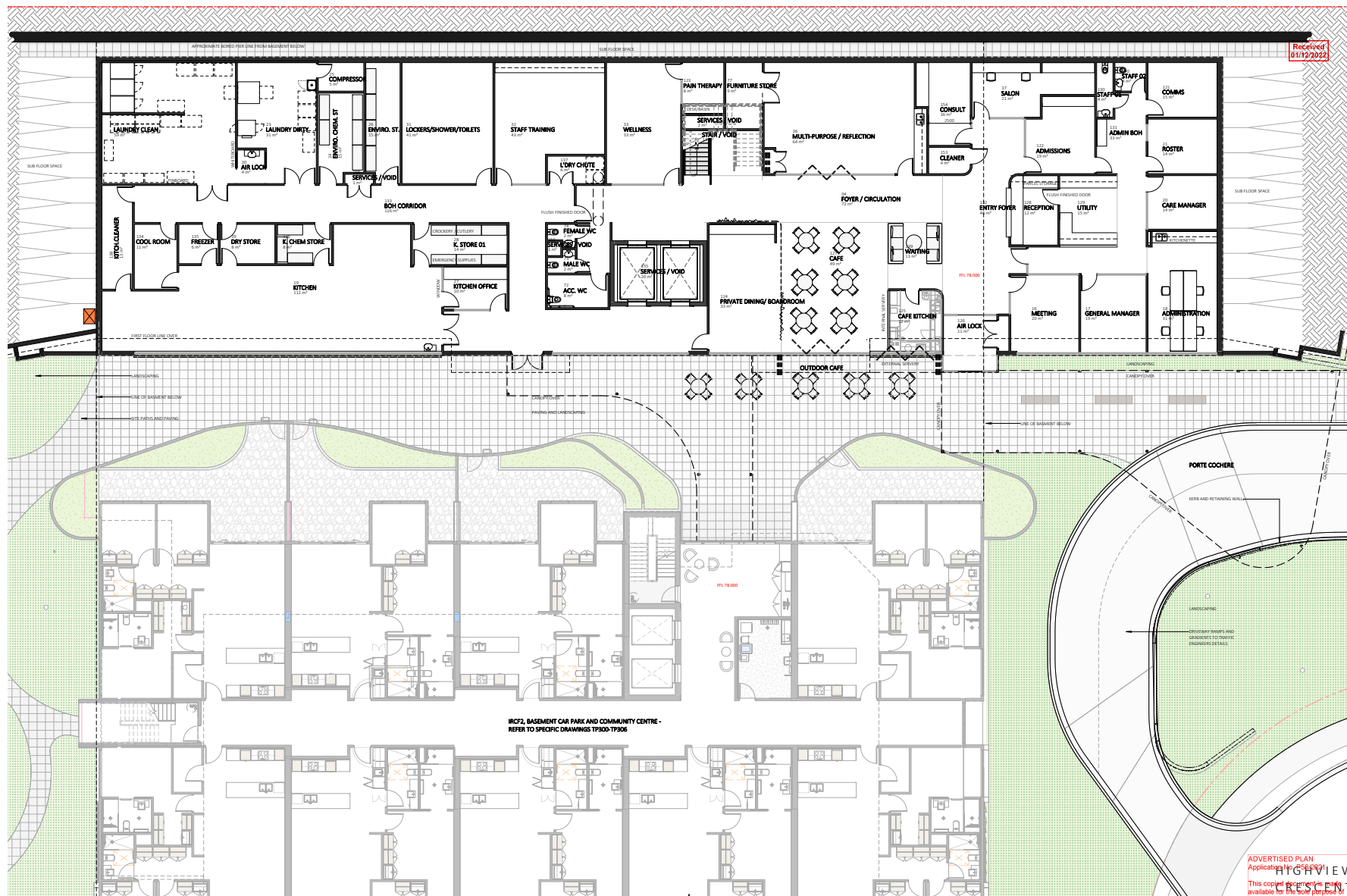
① **PROPOSED IRCF 2 - SOUTH EAST ELEVATION**
1:100



② PROPOSED IRCF 2 - SOUTH WEST ELEVATION
1:100

MATERIALS AND FINISHES	
NOTE: ALL MATERIALS TO BE AS SELECTED OR SIMILAR	
	AF1.0 - APPLIED FINISH MATERIAL: CEMENT RENDER COLOUR: LIGHT GREY / CREAM NOTES:
	BA1.0 - BALUSTRADE MATERIAL: POWDERCOATED METAL SLATS COLOUR: CHARCOAL BLACK NOTES:
DELETED	
	EC3.0 - EXTERNAL CLADDING MATERIAL: FIBRE CEMENT COLOUR: BLACK / CHARCOAL NOTES:
	EC3.1 - EXTERNAL CLADDING MATERIAL: FIBRE CEMENT COLOUR: WHITE NOTES:
	EC5.0 - EXTERNAL CLADDING MATERIAL: BRICKWORK COLOUR: SELECTED CREAM / GREY NOTES:
	EC5.1 - EXTERNAL CLADDING MATERIAL: BRICKWORK COLOUR: SELECTED BROWN / RED NOTES:
	EC7.0 - EXTERNAL CLADDING MATERIAL: CONCRETE AND/OR CEMENT RENDER COLOUR: NATURAL GRAY CONCRETE NOTES: SELECTED TO HAVE FEATURE PATTERN WHERE INDICATED
	EC11.0 - EXTERNAL CLADDING MATERIAL: TILES COLOUR: GREEN NOTES:
	GT1.0 - GUTTER AND FASCIA MATERIAL: COLORBOND STEEL COLOUR: NIGHT SKY NOTES:
	SC1 - SKEWENING MATERIAL: POWDERCOATED ALUMINIUM BATTEN COLOUR: DECONWOOD - AMERICAN OAK NOTES: VARIOUS PROFILE DIMENSIONS TO BE SELECTED
	SC2 - SKEWENING MATERIAL: POWDERCOATED ALUMINIUM COLOUR: CHARCOAL/BLACK NOTES: PERFORATED PATTERN TO BE SELECTED
	SC3 - SKEWENING - VENTILATION LOUVERES MATERIAL: POWDER COATED ALUMINIUM COLOUR: NIGHT SKY NOTES:

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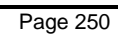
mayflower

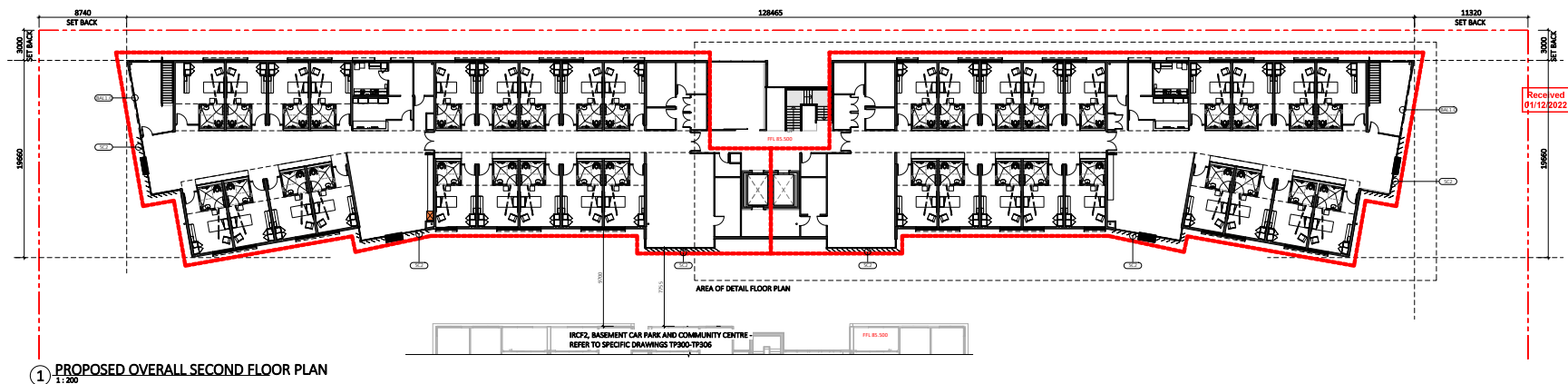
MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY
HIGHVIEW CRESCENT, MABLETHORPE

MAYFLOWER
REF1
PROPOSED GROUND FLOOR

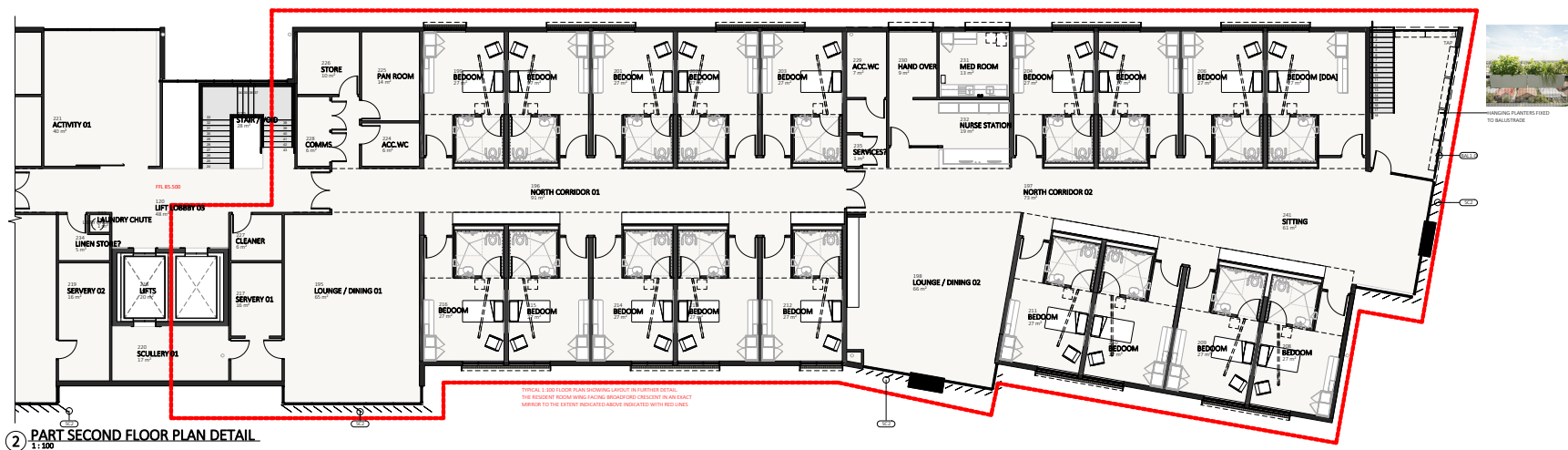


ADVERTISED PLAN
Applying to REF1
HIGHVIEW
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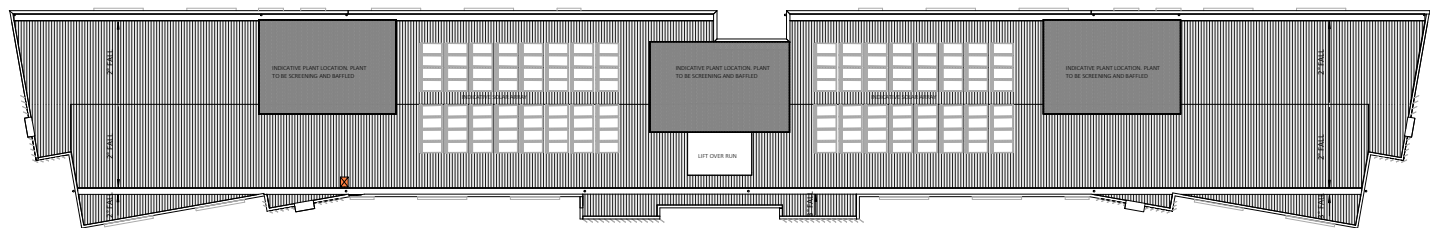




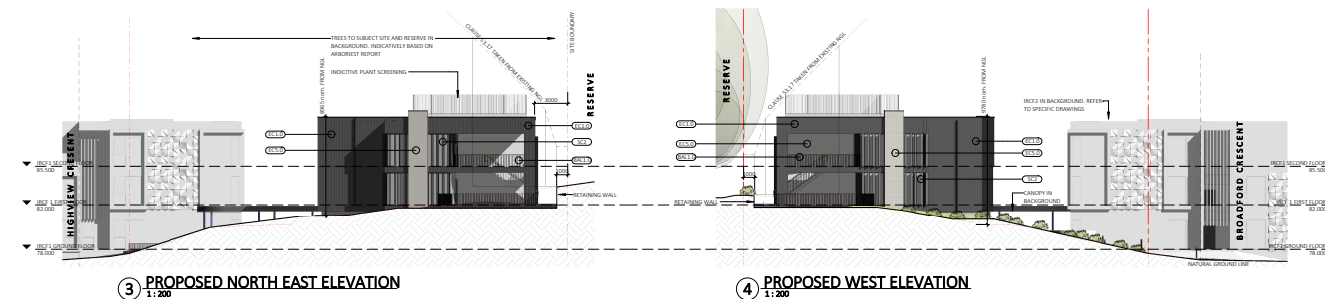
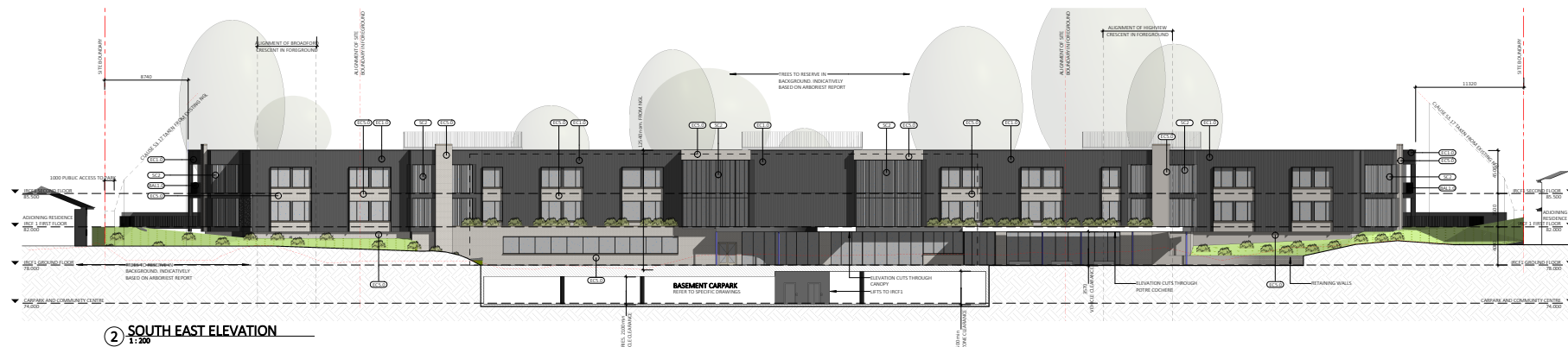
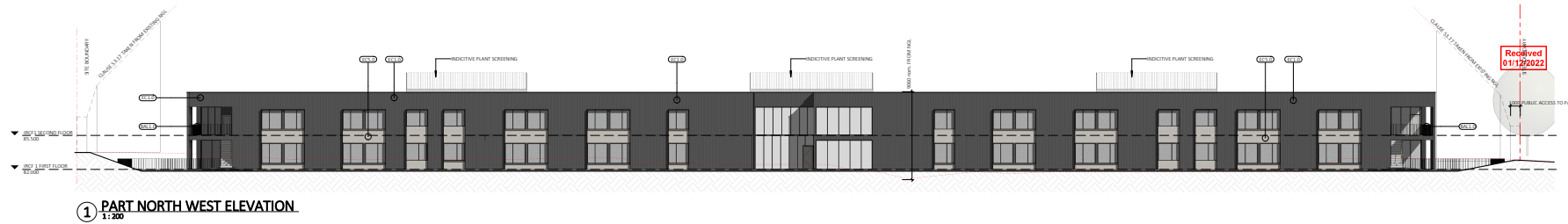
① PROPOSED OVERALL SECOND FLOOR PLAN
1:200



② **PART SECOND FLOOR PLAN DETAIL**
1:100

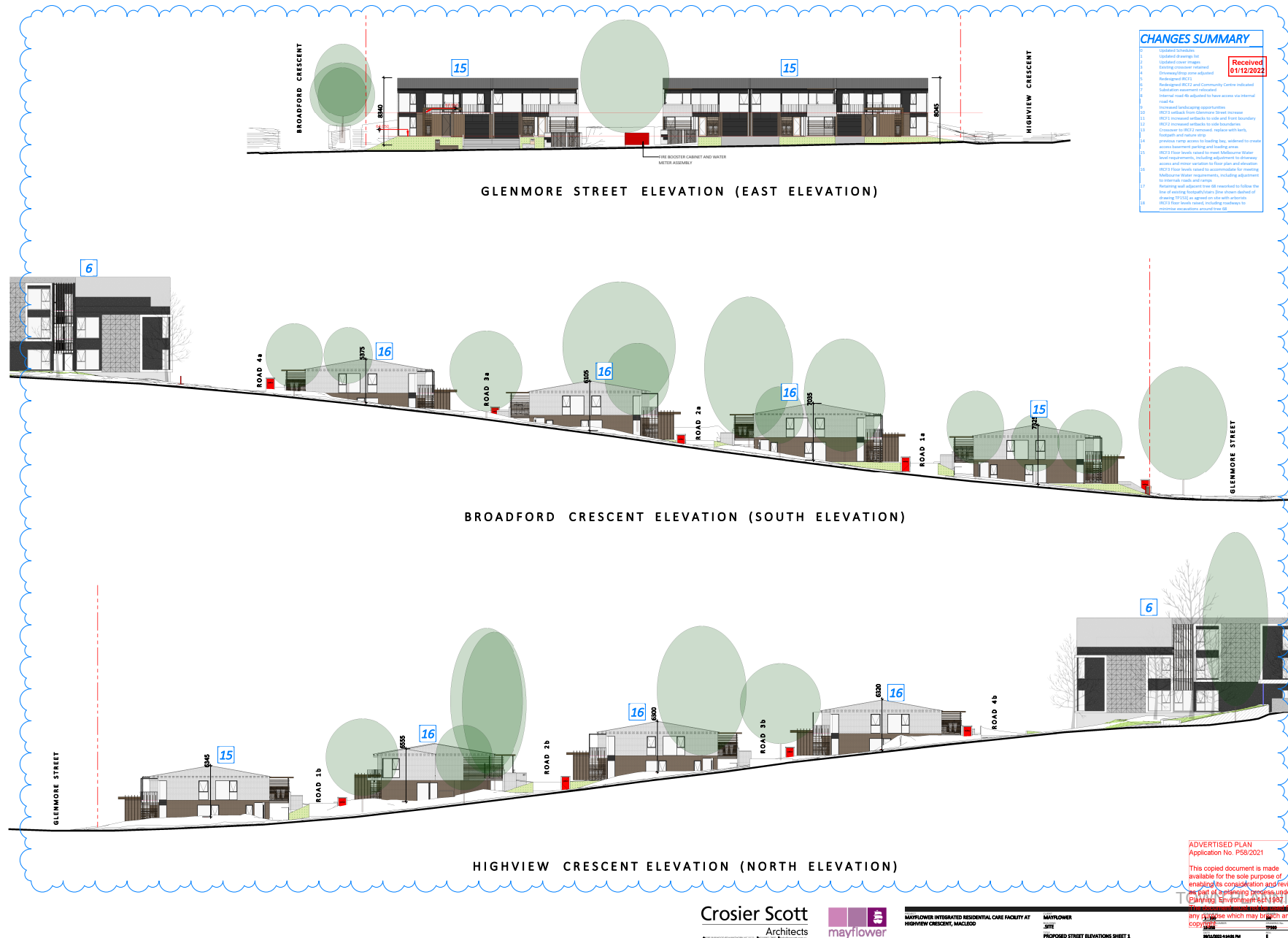


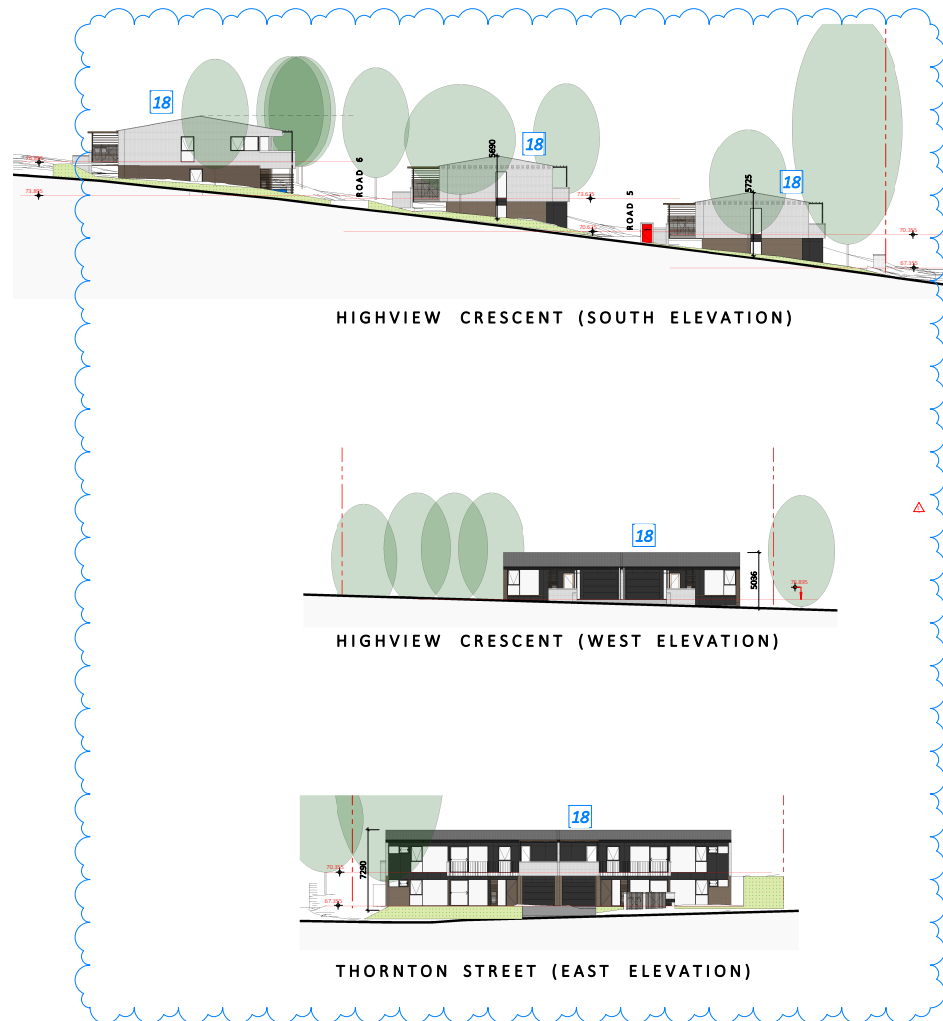
③ PROPOSED ROOF PLAN
1:200



4 PROPOSED WEST ELEVATION
1:200

MATERIALS AND FINISHES	
NOTE: ALL MATERIALS TO BE AS SELECTED OR SIMILAR	
<p>AF1.0 - APPLIED FINISH MATERIAL: CEMENT RENDER COLOUR: LIGHT GREY / CREAM NOTES:</p> <p>BA1.0 - BALUSTRADE MATERIAL: POWDERCOATED METAL SLATS COLOUR: CHARCOAL BLACK NOTES:</p> <p>BA2.0 - BALUSTRADE DELETED</p> <p>EC3.0 - EXTERNAL CLADDING MATERIAL: FIBRE CEMENT COLOUR: BLACK / CHARCOAL NOTES:</p> <p>EC3.1 - EXTERNAL CLADDING MATERIAL: FIBRE CEMENT COLOUR: WHITE NOTES:</p> <p>EC3.0 - EXTERNAL CLADDING MATERIAL: BRICKWORK COLOUR: SELECTED CREAM / GREY NOTES:</p> <p>EC3.1 - EXTERNAL CLADDING MATERIAL: BRICKWORK COLOUR: SELECTED BROWN / RED NOTES:</p>	<p>EC7.0 - EXTERNAL CLADDING MATERIAL: CONCRETE AND/OR CEMENT RENDER COLOUR: NATURAL GRAY CONCRETE NOTES: CONCRETE TO HAVE FEATURE PATTERN WHERE INDICATED</p> <p>EC11.0 - EXTERNAL CLADDING MATERIAL: TILES COLOUR: GREEN NOTES:</p> <p>GT1.0 - GUTTER AND FASCIA MATERIAL: COLORBOND STEEL COLOUR: NIGHT SKY NOTES:</p> <p>SC1 - SCREENING MATERIAL: POWDERCOATED ALUMINUM BATTENS COLOUR: DECKWOOD - AMERICAN OAK NOTES: VARIOUS PROFILE DIMENSIONS TO BE SELECTED</p> <p>SC2 - SCREENING MATERIAL: POWDERCOATED ALUMINUM COLOUR: CHARCOAL/BLACK NOTES: PERFORATED PATTERN TO BE SELECTED</p> <p>SC3 - SCREENING - VENTILATION LOUVER MATERIAL: POWDERCOATED ALUMINUM COLOUR: CHARCOAL/BLACK NOTES: PERFORATED PATTERN TO BE SELECTED</p> <p>SC4 - SCREENING - PATTERNS MATERIAL: POWDERCOATED ALUMINUM COLOUR: CHARCOAL/BLACK NOTES: PERFORATED PATTERN TO BE SELECTED</p>

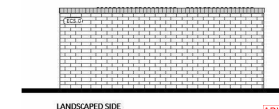
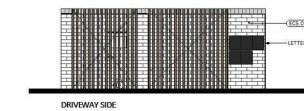
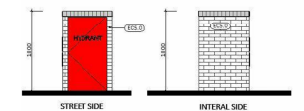
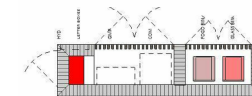




Received
01/12/2022

CHANGES SUMMARY

1. Updated Schedule
2. Updated drawing list
3. Updated cover image
4. Existing crossover retained
5. Changing/loop zone adjusted
6. Redesignated RC12
7. Redesignated RC12 and Community Centre indicated
8. Substation equipment relocated
9. Internal road 46 adjusted to have access via internal road 5
10. Increased landscaping opportunities
11. RC12 widened from Glenmore Street increase
12. RC12 increased setbacks to side and front boundary
13. RC12 increased setbacks to side boundaries
14. Crossover for RC12 removed, replace with kerb, landscape and nature strip
15. RC12 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway, stairs and corner curbs to fit floor plate and elevation
16. RC12 floor levels raised to accommodate for meeting Melbourne Water requirements, including adjustment to internal roads and ramps
17. Retaining wall adjusted for RC12 required to follow the line of existing footpath/slopes. One shown detailed of driveway RC12, the adjacent one with a driveway
18. RC12 floor levels raised, including roadways to increase elevations around from RC12



BIN ENCLOSURE DETAILS

ADVERTISED PLAN
Application No. P58/2021

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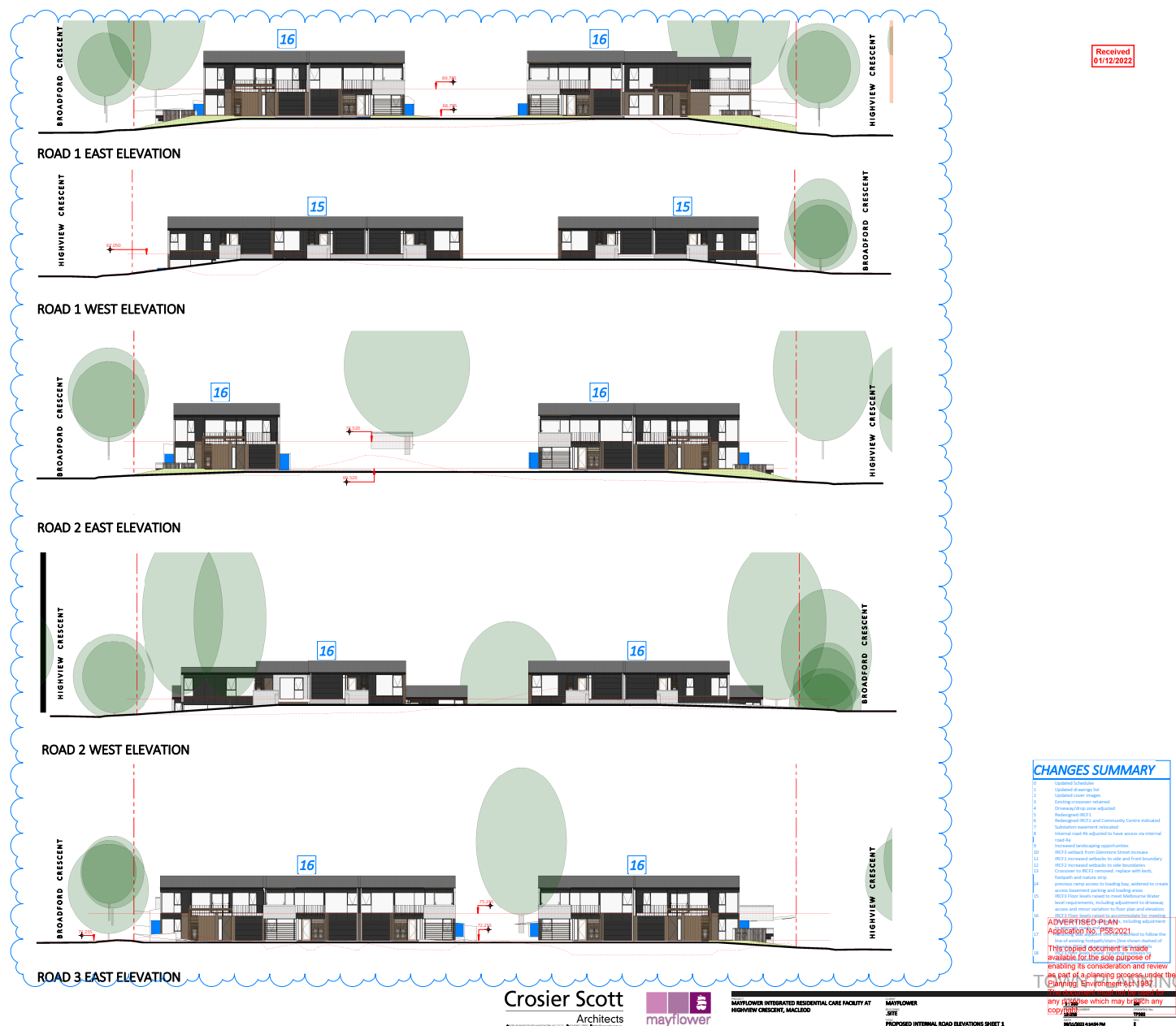
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Architects

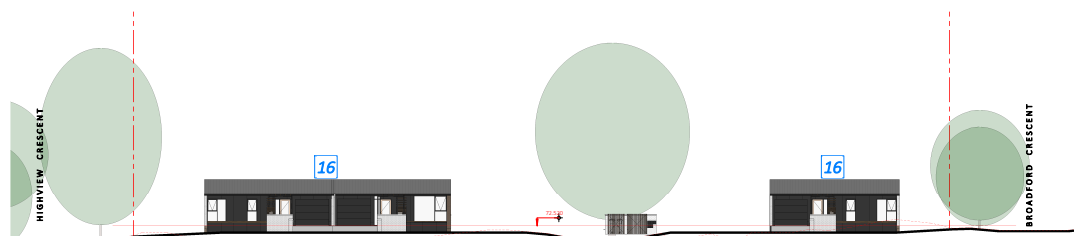


MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY AT
HIGHVIEW CRESCENT, MACLEOD

MAYFLOWER
SITE
PROPOSED STREET ELEVATIONS SHEET 2

REVISIONS
1



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01/12/2022

ROAD 3 WEST ELEVATION



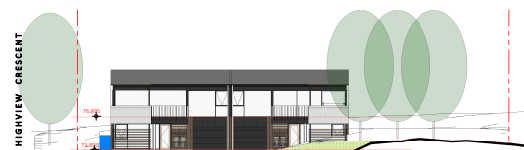
ROAD 4 WEST ELEVATION



ROAD 5 EAST ELEVATION



ROAD 5 WEST ELEVATION



ROAD 6 EAST ELEVATION



ROAD 6 WEST ELEVATION

CHANGES SUMMARY

- 1 Updated Schedule
- 2 Updated drawing list
- 3 Updated cover image
- 4 Existing contour retained
- 5 Driveway/stop zone adjusted
- 6 Redesignated HCT1
- 7 Redesignated HCT2 and Community Centre indicated
- 8 Solution movement indicated
- 9 Internal road 4b adjusted to have access via internal road 4c
- 10 Increased landscaping opportunities
- 11 HCT3 reduced 10m driveway Street increase
- 12 HCT3 Increased setbacks to side and front boundary
- 13 HCT2 Increased setbacks to side boundary
- 14 Concrete to HCT2 removed, replace with kerb, footpath and nature strip
- 15 provision ramp access to loading bay, widened to create access to loading parking and loading area
- 16 HCT3 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
- 17 Access and minor adjustments to floor plan and elevations
- 18 HCT2 floor levels raised to meet Melbourne Water level requirements, including adjustment

ADVERTISED PLAN
Application No. PS8/2021

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MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY AT
HIGHVIEW CRESCENT, MACLEOD

MAYFLOWER
SITE
PROPOSED INTERNAL ROAD ELEVATIONS SHEET 2



DATE
17/08/2022
1

9AM SHADOW PLAN

12PM SHADOW PLAN

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01/12/2022

CHANGES SUMMARY	
1	Updated Schedule
2	Updated drawing list
3	Updated cover images
4	Existing crossover retained
5	Driveway (top zone) adjusted
6	Redesignated RC1.1
7	Redesignated RC1.2 and Community Centre indicated
8	Substation equipment relocated
9	Internal road 40 adjusted to have access via internal road 40
10	Increased landscaping opportunities
11	RC1.2 setback from Glenmore Street increase
12	RC1.1 increased setbacks to side and front boundary
13	RC1.2 increased setbacks to side boundary
14	Consistent to RC1.2 removed - replace with lawn
15	Replaced and reduce a step
16	provision ramp access to loading bay, widened to create access to existing parking and loading area
17	RC1.1 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
18	Access and minor adjustment to floor plan and elevation
19	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
20	Access and minor adjustment to floor plan and elevation
21	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
22	Access and minor adjustment to floor plan and elevation
23	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
24	Access and minor adjustment to floor plan and elevation
25	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
26	Access and minor adjustment to floor plan and elevation
27	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
28	Access and minor adjustment to floor plan and elevation
29	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
30	Access and minor adjustment to floor plan and elevation
31	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
32	Access and minor adjustment to floor plan and elevation
33	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
34	Access and minor adjustment to floor plan and elevation
35	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
36	Access and minor adjustment to floor plan and elevation
37	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
38	Access and minor adjustment to floor plan and elevation
39	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
40	Access and minor adjustment to floor plan and elevation
41	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
42	Access and minor adjustment to floor plan and elevation
43	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
44	Access and minor adjustment to floor plan and elevation
45	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
46	Access and minor adjustment to floor plan and elevation
47	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
48	Access and minor adjustment to floor plan and elevation
49	RC1.2 floor levels raised to meet Melbourne Water level requirements, including adjustment to driveway
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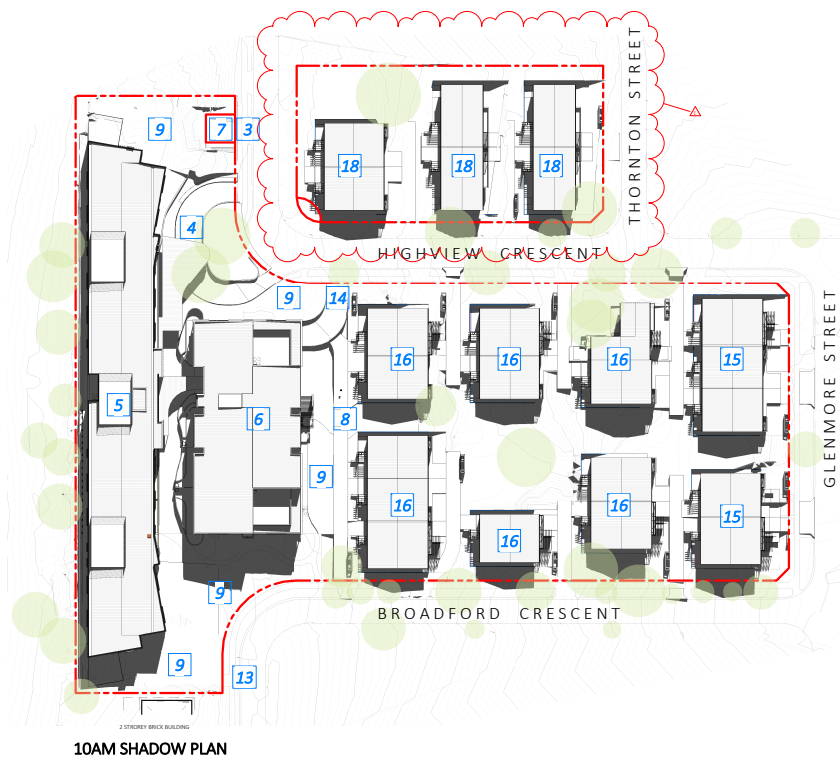
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MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY AT
HIGHVIEW CRESCENT, MACKLEODMAYFLOWER
SITE
SHADOW DIAGRAMS - SHEET 2

MAYFLOWER

1

Received
01/12/2022



CHANGES SUMMARY	
1	Updated Schedule
2	Updated drawing list
3	Updated cover images
4	Building colour updated
5	Driveway/step zone adjusted
6	Redesignated HCF 2
7	Redesignated HCF 2 and Community Centre indicated
8	Substation equipment relocated
9	Internal road 4b adjusted to have access via internal road 4a
10	Increased landscaping opportunities
11	HCF 2 setback from Glenmore Street increased
12	HCF 3 increased setbacks to side and front boundary
13	HCF 2 increased setbacks to side boundary
14	Concrete to HCF 2 removed. Replace with kerb, landscape and native tree
15	Previous ramp access to loading bay, widened to create access between parking and loading areas
16	HCF 3 floor levels raised to meet Melbourne Water level requirements, including adjustments to drainage
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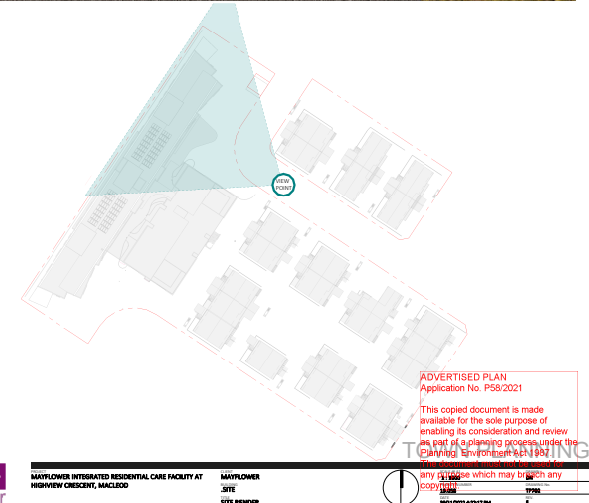
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MAYFLOWER INTEGRATED RESIDENTIAL CARE FACILITY AT
HIGHVIEW CRESCENT, MACKLEOD

MAYFLOWER
SITE
SHADOW DIAGRAMS - SHEET 3



SHADOW DIAGRAMS



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Notes

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3. Tree protection: Protective fencing to be installed prior to building works commencing. No materials to be stored or machinery used within tree protection zones.
4. Site preparation: Existing soil in proposed mown grass and garden bed areas to be cultivated to a depth of 150mm prior to sowing of topsoil.
5. Drainage: A suitable drainage system is to be installed over the whole site.
6. Edging: Metal edging to be installed between mown grass, gravel areas and garden beds.
7. Mulch: Minimum 75mm mulch to be spread on all planting beds.
8. Planting: All plants to be healthy, disease free specimens. Fertiliser to be applied to plants if required to assist site establishment. All plants to be watered following planting.
9. Watering: All watering during construction and maintenance to be in accordance with current water restrictions.
10. Irrigation: A site specific irrigation system (if required) to be designed and installed by suitably qualified irrigation specialists.

LEGEND

- Proposed trees
- Existing trees to be removed
- Existing tree to be retained
- Tree protection zone
- Grassed area
- In-ground garden bed
- Garden bed in planter
- Rain gardens
- Pedestrian paving
- Shared zone
- Driveway
- Plain grey concrete
- Buildings
- Rubber softfall
- Boulders
- Retaining wall
- Title boundary

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Client **Mayflower**

Project **Macleod Retirement Village**

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1646-005-14000

not for construction





approved MM 18.09.2022

drawn KS 18.09.2022

check P7 18.09.2022

date 18.09.2022

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-  Proposed trees
 -  Existing trees to be removed
 -  Existing Tree to be retained
 -  Tree protection zone

ID	Qty	Botanical Name	Common Name
Adm	9	Acacia implexa	Lightwood
ACP	12	Acer platanoides 'Crimson King'	Crimson Sentry
ACPS	4	Acer palmatum 'Sango Kaku syn. Sankaki'	Coast Bark Maple
AFA	14	Acer x freemanii 'Armstrong'	Freeman Maple
AlL	14	Alcornoquea littoralis	Black She-oak
AlVe	7	Alcornoquea verticillata	Drooping She-oak
ADs	7	Acer palmatum 'Dissectum Serru'	Japanese Maple
BaM	20	Banksia marginata	Silver Banksia
BePe	9	Betula pendula	Silver Birch
CaJa	8	Cornelia japonica	Japanese Camellia
CC	4	Cercis canadensis 'Forest Pansy'	Forest Pansy Redbud
CL	1	Citrus limon 'Thornless'	Thornless Lemon
CoJa	3	Corymbia maculata	Spotted Gum
DiAn	5	Dicksonia antarctica	Tasmanian Tree Fern
ELm	14	Eucalyptus leucocylon ssp. megalocarpa	Large-Fruited Yellow Gum
EuPl	12	Eucalyptus laevis	Hill Red Gum
EuMe	8	Eucalyptus melliodora	Yellow Box
EuOv	7	Eucalyptus ovata	Swamp Gum
GM	3	Grevillea 'Moonlight'	Grevillea 'Moonlight'
HyFl	9	Hymenocarpus flavum	Native Frangipani
Lain	8	Lagerstroemia indica 'Tuscarora'	Crape Myrtle
Lia	64	Lepidospermum juniperum	Woody Lea Tree
Mra	5	Magnolia grandiflora	Southern Magnolia
TPi	8	Prunus laurifolia	Portuguese Laurel
TriJa	6	Tristania laurina 'Luscious'	Kinokoa
ULPa	4	Ulmus parvifolia	Chinese Elm

*Indigenous species. Stock to be of local provenance, sourced from a specialist nursery

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client
Mayflower

project
Macquarie Retirement Village

address
Broadford Crescent, Macquarie

drawing number
1646-005-L1001

revision
P7

date
16.09.2022



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 - Garden bed in planters
 - Raihgardens
 - Pedestrian paving
 - Shared zone
 - Driveway
 - Plain grey concrete
 - Buildings
 - Rubber softfall
 - Boulders
 - Retaining wall
 - Title boundary

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client **Mayflower**

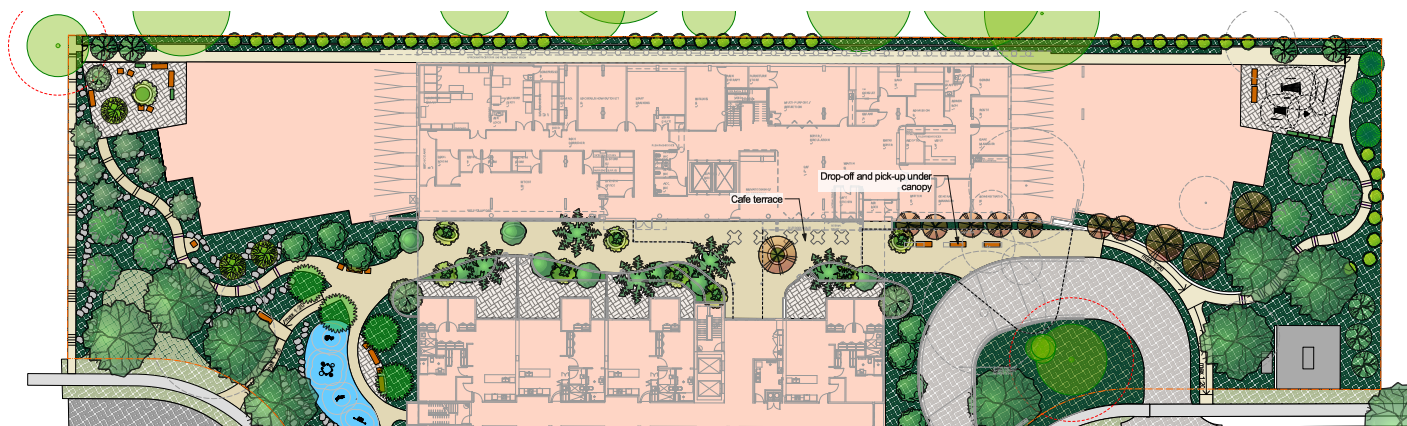
project **ADVERTISED PLAN
Macleod Retirement Village**

address **Broadford Crescent, Macleod
Landscape Plan - P7**

drawing number **1646-005-L1002**
revision **P7**
date **10.09.2022**



ICRF 1&2 - Level 1



ICRF 1&2 - Ground level

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client
Mayflower

project
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Broadford Crescent, Waverley

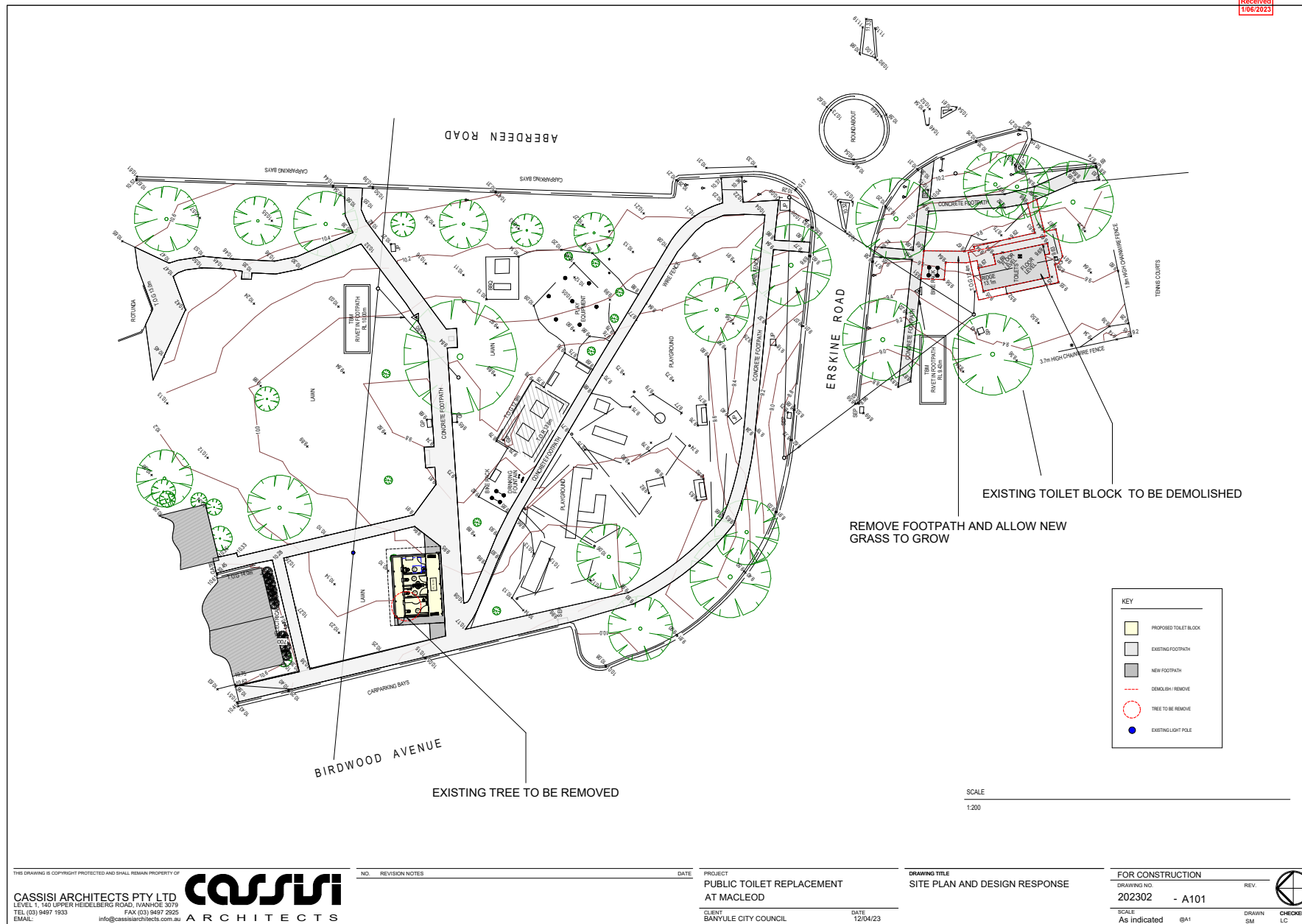
drawing name
ICRF 1&2

drawing number
1646-005-1-1003

revision
P7

scale
1:500

date
10.09.2022



Asset Management Policy



Document control

Record Number	D23/39482
Date Created	3 March 2023
Next review date	30 June 2027
Business Unit	Delivery and Assets
Responsible Officer	Asset Management Coordinator
Date of Approval	Click or tap to enter a date.

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Introduction

Banyule City Council manages a diverse range of infrastructure assets including roads, footpaths, bridges, drains, buildings, parks and open space, fleet, plant and equipment. These assets are used to provide required services to its community.

The Asset Management Policy defines a broad framework and principles for sustainable and effective lifecycle management of all infrastructure assets required for current and future service delivery. It also enables Council to implement a structured approach for managing these assets.

Strategic Linkage

Council adopted the Banyule Community Vision 2041. The Vision 2041 statement is:

“We in Banyule are a thriving, sustainable, inclusive and connected community. We are engaged, we belong, and we value and protect our environment.”

The Vision includes six priority themes which outline the aspirations and focus of our community for the next 20 years.



This policy helps Council to manage its assets for supporting the Council Vision as guided by the Council Plan. This policy is a part of Council's Asset Management planning documents, as shown in Figure 1.



Figure 1: Asset Management Planning Hierarchy

Objective

The purpose of this Asset Management Policy is to acknowledge Council's commitment to Asset Management and establish a framework to ensure that Asset Management is undertaken in a structured, coordinated, cost effective and financially sustainable manner across the whole organisation. It includes:

- Ensuring the sustainability of Council's services and infrastructure, with appropriate level of service to residents, visitors and the environment.
- Safeguarding assets managed by Council by implementing appropriate Asset Management strategies and allocating resources for those assets.
- Creating an environment for Council employees to take overall management of Council assets by establishing Asset Management awareness and by providing training and development throughout the organisation.
- Meeting legislative requirements for Asset Management practices.
- Identifying resources and operational capabilities and allocating responsibility for managing assets.
- Presenting Asset Management processes which are transparent and align with demonstrated best practice.

Scope

This policy focuses on Council's major asset classes as follows:

- Roads
- Footpaths
- Bridges
- Drainage
- Buildings
- Parks and Open Space
- Fleet
- Plant and Equipment

Policy Details

Background

- Council owns and utilises approximately \$1.8 billion of non-current assets to support its delivery of services to the community.
- Council is committed to implement best Asset Management practices for asset planning, creation, operation, maintenance, renewal, upgrade and disposal in accordance with priorities for delivering Council services.
- Council supports the application of appropriate Asset Management principles in achieving its strategic long term plan and financial objectives.
- Council is committed to deliver the most appropriate level of service through its assets. This impacts positively on:
 - Members of the community and staff,

- Financial position of the Council,
- The ability of Council to deliver the expected level of service and infrastructure,
- The political environment in which Council operates, and
- The legal liabilities of Council.

Principles

- A consistent Asset Management Strategy must exist for implementing the most appropriate Asset Management practice throughout the whole organisation as guided by the International Infrastructure Management Manual (IIMM) or ISO 55000 (Asset Management — Overview, principles and terminology).
- All relevant legislative requirements together with political, social, environmental and economic circumstances must be considered in Asset Management practices.
- Asset Management principles to be incorporated in existing planning and operational processes.
- Priority should be given to asset renewals first and then to upgrade, expansion and new facilities based on the level of service to be provided.
- The Sustainable Building Guidelines and other environmentally sustainable principles should be considered when renewing, upgrading or creating new assets.
- Consider public amenity when constructing or renewing assets that are well designed, equitable, inclusive, accessible, and safe for everyone.
- Whole of life cycle costs required to be considered in decisions relating to new assets or upgrading of existing assets.
- Consideration of asset expenditure needs during budget development to ensure relevant prescribed financial indicators remain low risk.
- Asset and financial management training should be provided for Councillors and relevant staff.
- Social Infrastructure Framework benchmark standards of 'fit for purpose, people and place' are considered in asset management planning.

Legislation and Related Documents

-
- Local Government Act 1989
 - Local Government Act 2020
 - Road Management Act 2004
 - Road Safety Act 1986 (as amended)
 - Australian Accounting Standards.
 - Asset Management Strategy
 - 10 Year Asset Plan
 - Road Management Plan
 - Current Asset Management Plans (Road, Footpath, Bridge, Buildings, Drainage and Parks and Open Space)
 - Long Term Financial Plan
 - Community Infrastructure Plan 2023

Roles and Responsibilities

Council recognises that Asset Management requires a ‘whole of organisation’ approach. Appropriate skill development and training programs are required to increase awareness and build internal capacity for undertaking required Asset Management functions and responsibilities.

Asset Management functions at each level are defined below:

Council

Local Government Act 1989 & 2020 require Council to implement the principles of sound Asset Management practices. Council's responsibility regarding Asset Management is to:

- Act as overall stewards for assets that are owned or controlled by Council.
- Allocate appropriate resources for Asset Management activities identified in the Asset Management Strategy, Asset Plan and Asset Management Plans.
- Manage risks associated with asset maintenance and management.
- Ensure that decisions are made and actions are taken considering their impact to the current and future generation.
- Ensure full, accurate and timely disclosure of asset information.
- Represent the community as the asset owners.

Executive Management Team

- Provide Asset Management governance and oversight including representation on the Asset Management Steering Committee.
- Ensure that accurate and reliable information is presented to Council for decision-making.
- Ensure that adequate resources are provided to implement Asset Management Strategies and Plans.

Asset Management Steering Committee (AMSC)

- Monitor and review the implementation of the Asset Management Policy and Asset Management Strategy.
- Support the implementation of Asset Management as an accepted “way of doing business” for the whole organisation, providing consistent direction, focus and awareness for all staff.
- Monitor the development and implementation of Asset Management improvement programs.
- Ensure community needs and expectations are considered in the development of the 10 Year Asset Plan and Asset Management Plans.
- Ensure that investments in Asset Management processes, systems, infrastructure and resources are aligned with the long term strategic vision of the Council.
- Monitor, evaluate and report on Key Performance Indicators (KPI) with regards to physical assets, managed by the Council.

Asset Management Unit

- Develop and implement all key Asset Management documents and plans, such as this Policy, Asset Management Strategy, 10-year Asset Plan and Asset Management Plans for individual asset classes.
- Liaise with service delivery managers to develop appropriate and affordable level of service for inclusion in the Asset Plan and individual Asset Management Plans.

- Monitor the implementation of maintenance, renewal and improvement works programs in accordance with Asset Management Plans.
- Conduct regular condition audits for major asset classes and monitor the performance of assets to ensure they are in compliance with defined service levels and relevant acts and regulations.
- Develop KPI's (e.g. percentage assets above intervention level, VAGO ratio) to measure assets performance and report annually.
- Custodian and champion of a centralised Asset Management System, supporting the future use across the organisation for asset planning and maintenance activities.

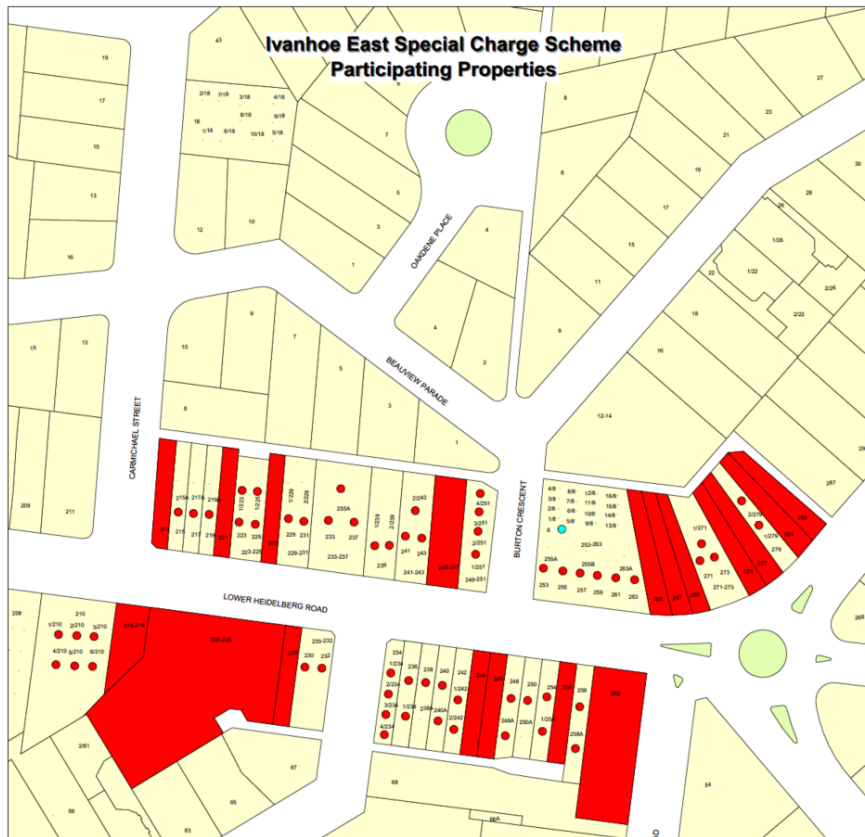
Implementation

This policy will be available on Council's website and included in staff induction in Asset Management and other relevant teams.

Review Date

This policy will be reviewed every four years or following any significant changes to Council's approach to Asset Management.

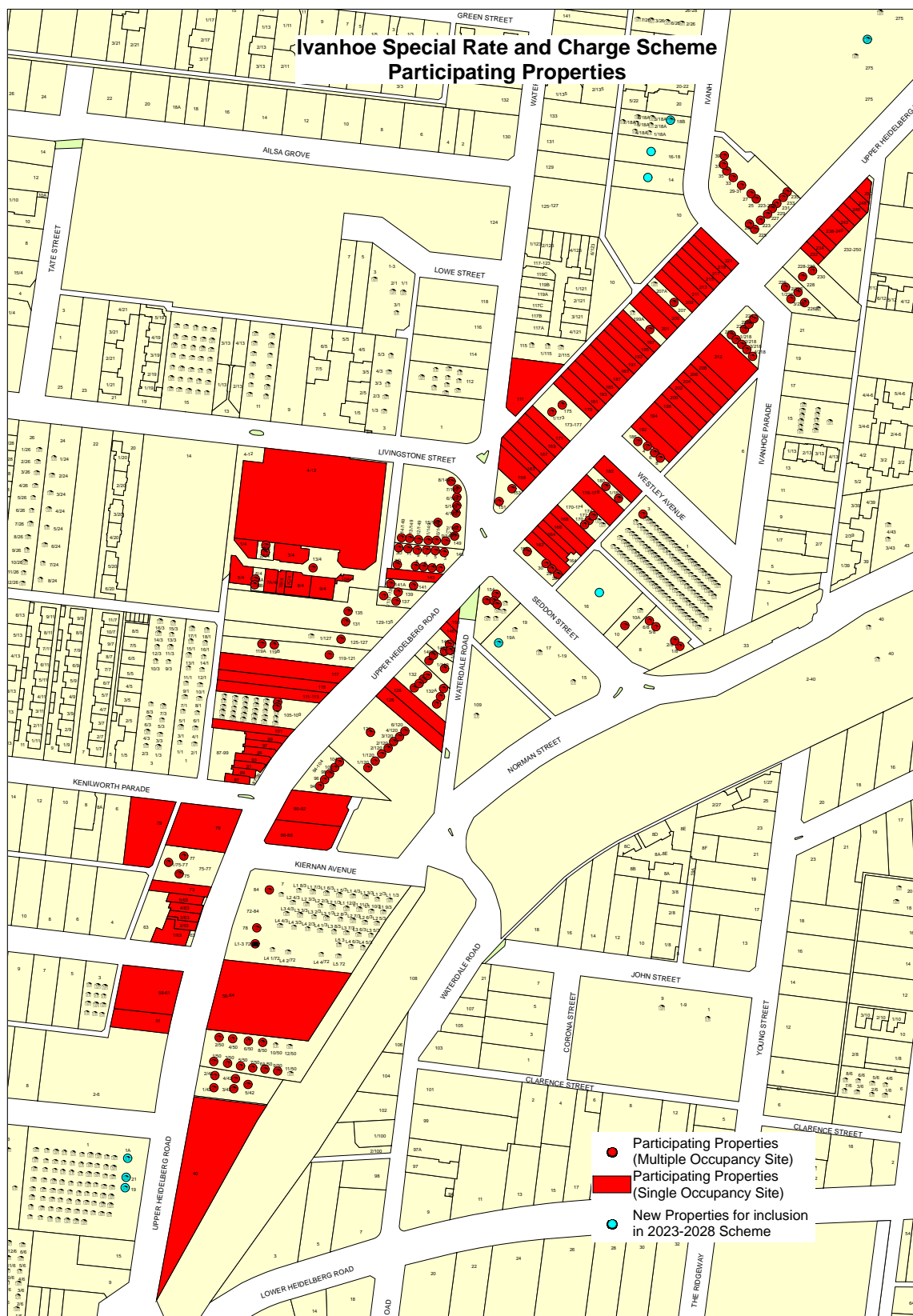
Attachment 1: Participant Map



Attachment 2: List of Participating Properties and Annual Charge – East Ivanhoe Village

	Property Description	Annual Charge
1	1/210 Lower Heidelberg Road	\$ 625.00
2	2/210 Lower Heidelberg Road	\$ 625.00
3	3/210 Lower Heidelberg Road	\$ 625.00
4	4/210 Lower Heidelberg Road	\$ 625.00
5	5/210 Lower Heidelberg Road	\$ 625.00
6	6/210 Lower Heidelberg Road	\$ 625.00
7	213 Lower Heidelberg Road	\$ 625.00
8	215 Lower Heidelberg Road	\$ 625.00
9	216 Lower Heidelberg Road	\$ 625.00
10	217 Lower Heidelberg Road	\$ 625.00
11	219 Lower Heidelberg Road	\$ 625.00
12	220 Lower Heidelberg Road	\$ 625.00
13	221 Lower Heidelberg Road	\$ 625.00
14	223 Lower Heidelberg Road	\$ 625.00
15	1/223 Lower Heidelberg Road	\$ 625.00
16	2/223 Lower Heidelberg Road	\$ 625.00
17	225 Lower Heidelberg Road	\$ 625.00
18	227 Lower Heidelberg Road	\$ 625.00
19	228 Lower Heidelberg Road	\$ 625.00
20	229 Lower Heidelberg Road	\$ 625.00
21	230 Lower Heidelberg Road	\$ 625.00
22	231 Lower Heidelberg Road	\$ 625.00
23	232 Lower Heidelberg Road	\$ 625.00
24	233-235 Lower Heidelberg Road	\$ 625.00
25	1/234 Lower Heidelberg Road	\$ 625.00
26	2/234 Lower Heidelberg Road	\$ 625.00
27	3/234 Lower Heidelberg Road	\$ 625.00
28	4/234 Lower Heidelberg Road	\$ 625.00
29	235A Lower Heidelberg Road	\$ 625.00
30	236 Lower Heidelberg Road	\$ 625.00
31	1/236 Lower Heidelberg Road	\$ 625.00
32	237 Lower Heidelberg Road	\$ 625.00
33	238 Lower Heidelberg Road	\$ 625.00
34	1/239 Lower Heidelberg Road	\$ 625.00
35	2/239 Lower Heidelberg Road	\$ 625.00
36	240 Lower Heidelberg Road	\$ 625.00
37	240A Lower Heidelberg Road	\$ 625.00
38	241 Lower Heidelberg Road	\$ 625.00
39	1/242 Lower Heidelberg Road	\$ 625.00
40	2/242 Lower Heidelberg Road	\$ 625.00
41	243 Lower Heidelberg Road	\$ 625.00
42	2/243 Lower Heidelberg Road	\$ 625.00
43	244 Lower Heidelberg Road	\$ 625.00
44	245 Lower Heidelberg Road	\$ 625.00

45	246 Lower Heidelberg Road	\$ 625.00
46	248 Lower Heidelberg Road	\$ 625.00
47	248A Lower Heidelberg Road	\$ 625.00
48	250 Lower Heidelberg Road	\$ 625.00
49	1/251 Lower Heidelberg Road	\$ 625.00
50	2/251 Lower Heidelberg Road	\$ 625.00
51	3/251 Lower Heidelberg Road	\$ 625.00
52	4/251 Lower Heidelberg Road	\$ 625.00
53	253 Lower Heidelberg Road	\$ 625.00
54	254 Lower Heidelberg Road	\$ 625.00
55	1/254 Lower Heidelberg Road	\$ 625.00
56	255 Lower Heidelberg Road	\$ 625.00
57	256 Lower Heidelberg Road	\$ 625.00
58	257 Lower Heidelberg Road	\$ 625.00
59	258 Lower Heidelberg Road	\$ 625.00
60	258a Lower Heidelberg Road	\$ 625.00
61	259 Lower Heidelberg Road	\$ 625.00
62	261 Lower Heidelberg Road	\$ 625.00
63	262 Lower Heidelberg Road	\$ 625.00
64	263 Lower Heidelberg Road	\$ 625.00
65	265 Lower Heidelberg Road	\$ 625.00
66	267 Lower Heidelberg Road	\$ 625.00
67	269 Lower Heidelberg Road	\$ 625.00
68	271 Lower Heidelberg Road	\$ 625.00
69	1/27 -273 Lower Heidelberg Road	\$ 625.00
70	273 Lower Heidelberg Road	\$ 625.00
71	275 Lower Heidelberg Road	\$ 625.00
72	277 Lower Heidelberg Road	\$ 625.00
73	1/279 Lower Heidelberg Road	\$ 625.00
74	2/279 Lower Heidelberg Road	\$ 625.00
75	281 Lower Heidelberg Road	\$ 625.00
76	283 Lower Heidelberg Road	\$ 625.00
77	6 Burton Crescent	\$ 625.00
		\$ 48,125.00



**Attachment 2: List of Participating Properties and Annual Rate or Charge -
Ivanhoe Shopping Centre**

No.	Property Description	Rate or Charge
1	14 Ivanhoe Parade, IVANHOE	\$ 1,103.47
2	16-18 Ivanhoe Parade, IVANHOE	\$ 928.32
3	18B Ivanhoe Parade, IVANHOE	\$ 300.00
4	23 Ivanhoe Parade, IVANHOE	\$ 300.00
5	25 Ivanhoe Parade, IVANHOE	\$ 300.00
6	27 Ivanhoe Parade, IVANHOE	\$ 300.00
7	29-31 Ivanhoe Parade, IVANHOE	\$ 315.28
8	33 Ivanhoe Parade, IVANHOE	\$ 300.00
9	35 Ivanhoe Parade, IVANHOE	\$ 300.00
10	37 Ivanhoe Parade, IVANHOE	\$ 300.00
11	39 Ivanhoe Parade, IVANHOE	\$ 300.00
12	4-12 Livingstone Street, IVANHOE	\$ 5,828.97
13	1/4-12 Livingstone Street, IVANHOE	\$ 527.57
14	2A/4-12 Livingstone Street IVANHOE	\$ 336.82
15	2B/4-12 Livingstone Street IVANHOE	\$ 364.67
16	3/4-12 Livingstone Street, IVANHOE	\$ 779.61
17	5/4-12 Livingstone Street, IVANHOE	\$ 915.53
18	6A/4-12 Livingstone Street IVANHOE	\$ 300.00
19	6B/4-12 Livingstone Street IVANHOE	\$ 300.00
20	7A/4-12 Livingstone Street, IVANHOE	\$ 354.51
21	7B/4-12 Livingstone Street, IVANHOE	\$ 486.93
22	7C/4-12 Livingstone Street, IVANHOE	\$ 301.62
23	8/4-12 Livingstone Street, IVANHOE	\$ 420.72
24	9/4-12 Livingstone Street, IVANHOE	\$ 728.99
25	10A/4-12 Livingstone Street, IVANHOE	\$ 345.05
26	13/4-12 Livingstone Street, IVANHOE	\$ 376.58
27	1/8 Seddon Street, IVANHOE	\$ 300.00
28	2/8 Seddon Street, IVANHOE	\$ 665.59
29	5/8 Seddon Street, IVANHOE	\$ 300.00
30	6/8 Seddon Street, IVANHOE	\$ 300.00
31	10 Seddon Street, IVANHOE	\$ 455.40
32	16 Seddon Street, IVANHOE	\$ 1,804.09
33	19A Seddon Street, IVANHOE	\$ 300.00
34	26 Seddon Street, IVANHOE	\$ 300.00
35	28 Seddon Street, IVANHOE	\$ 300.00
36	30 Seddon Street, IVANHOE	\$ 300.00
37	111 Waterdale Road	\$ 595.53
38	1A Waverley Avenue, IVANHOE	\$ 350.31
39	3 Westley Avenue Ivanhoe	\$ 329.29
40	4 Westley Avenue, IVANHOE	\$ 300.00
41	6 Westley Avenue, IVANHOE	\$ 300.00
42	8 Westley Avenue, IVANHOE	\$ 300.00
43	19 Upper Heidelberg Road, IVANHOE	\$ 542.98
44	21 Upper Heidelberg Road, IVANHOE	\$ 630.56
45	40 Upper Heidelberg Road, IVANHOE	\$ 2,382.10
46	1/42 Upper Heidelberg Road, IVANHOE	\$ 300.00
47	2/42 Upper Heidelberg Road, IVANHOE	\$ 300.00
48	3/42 Upper Heidelberg Road, IVANHOE	\$ 300.00
49	4/42 Upper Heidelberg Road, IVANHOE	\$ 300.00
50	5/42 Upper Heidelberg Road, IVANHOE	\$ 300.00
51	1/50 Upper Heidelberg Road, IVANHOE	\$ 343.30
52	2/50 Upper Heidelberg Road, IVANHOE	\$ 437.89

53	3/50 Upper Heidelberg Road, IVANHOE	\$ 683.10
54	4/50 Upper Heidelberg Road, IVANHOE	\$ 595.53
55	5/50 Upper Heidelberg Road, IVANHOE	\$ 367.82
56	6/50 Upper Heidelberg Road, IVANHOE	\$ 402.86
57	6A/50 Upper Heidelberg Road, IVANHOE	\$ 385.34
58	7/50 Upper Heidelberg Road, IVANHOE	\$ 788.20
59	8/50 Upper Heidelberg Road, IVANHOE	\$ 420.37
60	9/50 Upper Heidelberg Road, IVANHOE	\$ 455.40
61	51 Upper Heidelberg Road, IVANHOE	\$ 560.49
62	58-64 Upper Heidelberg Road, IVANHOE	\$ 2,487.20
63	59 Upper Heidelberg Road, IVANHOE	\$ 1,541.36
64	1/63 Upper Heidelberg Road, IVANHOE	\$ 472.92
65	2/63 Upper Heidelberg Road, IVANHOE	\$ 300.00
66	3/63 Upper Heidelberg Road, IVANHOE	\$ 300.00
67	4/63 Upper Heidelberg Road, IVANHOE	\$ 350.31
68	5/63 Upper Heidelberg Road, IVANHOE	\$ 350.31
69	Levels 1-3 72 Upper Heidelberg Road, IVANHOE	\$ 735.65
70	73 Upper Heidelberg Road, IVANHOE	\$ 542.98
71	75 Upper Heidelberg Road, IVANHOE	\$ 315.28
72	1/75-77 Upper Heidelberg Road, IVANHOE	\$ 350.31
73	77 Upper Heidelberg Road, IVANHOE	\$ 402.86
74	78 Upper Heidelberg Road, IVANHOE	\$ 455.40
75	79 Upper Heidelberg Road, IVANHOE	\$ 1,839.12
76	84 Upper Heidelberg Road, IVANHOE	\$ 5,955.26
77	86 Upper Heidelberg Road, IVANHOE	\$ 1,103.47
78	87 Upper Heidelberg Road, IVANHOE	\$ 301.27
79	89 Upper Heidelberg Road, IVANHOE	\$ 329.29
80	90 Upper Heidelberg Road, IVANHOE	\$ 1,085.96
81	91 Upper Heidelberg Road, IVANHOE	\$ 350.31
82	93 Upper Heidelberg Road, IVANHOE	\$ 402.86
83	94 Upper Heidelberg Road, IVANHOE	\$ 300.00
84	95 Upper Heidelberg Road, IVANHOE	\$ 367.82
85	96 Upper Heidelberg Road, IVANHOE	\$ 300.00
86	97 Upper Heidelberg Road, IVANHOE	\$ 402.86
87	98-100 Upper Heidelberg Road, IVANHOE	\$ 490.43
88	99 Upper Heidelberg Road, IVANHOE	\$ 437.89
89	101 Upper Heidelberg Road, IVANHOE	\$ 595.53
90	102 Upper Heidelberg Road, IVANHOE	\$ 402.86
91	104 Upper Heidelberg Road, IVANHOE	\$ 402.86
92	107 Upper Heidelberg Road IVANHOE	\$ 367.82
93	109 Upper Heidelberg Road IVANHOE	\$ 542.98
94	111-113 Upper Heidelberg Road, IVANHOE	\$ 945.84
95	115 Upper Heidelberg Road, IVANHOE	\$ 875.77
96	117 Upper Heidelberg Road, IVANHOE	\$ 1,120.99
97	119-121 Upper Heidelberg Road, IVANHOE	\$ 858.26
98	119A Upper Heidelberg Road	\$ 300.00
99	119B Upper Heidelberg Road	\$ 300.00
100	120 Upper Heidelberg Road, IVANHOE	\$ 4,890.32
101	1O/120 Upper Heidelberg Road, IVANHOE	\$ 420.37
102	1S/120 Upper Heidelberg Road, IVANHOE	\$ 350.31
103	2O/120 Upper Heidelberg Road, IVANHOE	\$ 350.31
104	2S/120 Upper Heidelberg Road, IVANHOE	\$ 770.68
105	3/120 Upper Heidelberg Road, IVANHOE	\$ 343.30
106	4/120 Upper Heidelberg Road, IVANHOE	\$ 437.89
107	6/120 Upper Heidelberg Road, IVANHOE	\$ 560.49
108	125-127 Upper Heidelberg Road IVANHOE	\$ 1,173.54
109	126 Upper Heidelberg Road, IVANHOE	\$ 735.65
110	128-130 Upper Heidelberg Road, IVANHOE	\$ 928.32

111	131 Upper Heidelberg Road, IVANHOE	\$ 858.26
112	1/132 Upper Heidelberg Road, IVANHOE	\$ 336.30
113	2/132 Upper Heidelberg Road, IVANHOE	\$ 858.26
114	3/132 Upper Heidelberg Road, IVANHOE	\$ 300.00
115	5/132 Upper Heidelberg Road, IVANHOE	\$ 300.00
116	1/132A Upper Heidelberg Road, IVANHOE	\$ 300.00
117	2/132A Upper Heidelberg Road, IVANHOE	\$ 300.00
118	3/132A Upper Heidelberg Road, IVANHOE	\$ 308.27
119	135 Upper Heidelberg Road, IVANHOE	\$ 1,786.58
120	137 Upper Heidelberg Road, IVANHOE	\$ 630.56
121	1/137-139 Upper Heidelberg Road, IVANHOE	\$ 300.00
122	139 Upper Heidelberg Road, IVANHOE	\$ 525.46
123	140 Upper Heidelberg Road, IVANHOE	\$ 350.31
124	1/140 Upper Heidelberg Road, IVANHOE	\$ 300.00
125	140A Upper Heidelberg Road, IVANHOE	\$ 350.31
126	141 Upper Heidelberg Road, IVANHOE	\$ 648.07
127	141A Upper Heidelberg Road, IVANHOE	\$ 300.00
128	142 Upper Heidelberg Road, IVANHOE	\$ 336.30
129	1/142-144 Upper Heidelberg Road, IVANHOE	\$ 300.00
130	143 Upper Heidelberg Road, IVANHOE	\$ 945.84
131	144 Upper Heidelberg Road, IVANHOE	\$ 301.27
132	1/145 Upper Heidelberg Road, IVANHOE	\$ 350.31
133	2O/145 Upper Heidelberg Road, IVANHOE	\$ 300.00
134	3O/145 Upper Heidelberg Road, IVANHOE	\$ 300.00
135	3/145 Upper Heidelberg Road, IVANHOE	\$ 329.29
136	4/145 Upper Heidelberg Road, IVANHOE	\$ 300.00
137	5/145 Upper Heidelberg Road, IVANHOE	\$ 300.00
138	6/145 Upper Heidelberg Road, IVANHOE	\$ 300.00
139	7/145 Upper Heidelberg Road, IVANHOE	\$ 300.00
140	8/145 Upper Heidelberg Road, IVANHOE	\$ 300.00
141	9/145 Upper Heidelberg Road, IVANHOE	\$ 300.00
142	11/145 Upper Heidelberg Road, IVANHOE	\$ 300.00
143	146 Upper Heidelberg Road, IVANHOE	\$ 455.40
144	1/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
145	2/149 Upper Heidelberg Road, IVANHOE	\$ 490.43
146	4/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
147	5/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
148	6/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
149	7/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
150	8/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
151	9/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
152	10/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
153	11/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
154	12/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
155	13/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
156	14/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
157	15/149 Upper Heidelberg Road, IVANHOE	\$ 300.00
158	150 Upper Heidelberg Road, IVANHOE	\$ 301.27
159	151 Upper Heidelberg Road, IVANHOE	\$ 507.95
160	153 Upper Heidelberg Road, IVANHOE	\$ 753.17
161	1/154 Upper Heidelberg Road IVANHOE	\$ 718.13
162	2/154 Upper Heidelberg Road IVANHOE	\$ 683.10
163	1, 154 Upper Heidelberg Road IVANHOE	\$ 490.43
164	2, 154 Upper Heidelberg Road IVANHOE	\$ 300.00
165	158 Upper Heidelberg Road, IVANHOE	\$ 630.56
166	159 Upper Heidelberg Road, IVANHOE	\$ 753.17
167	162 Upper Heidelberg Road, IVANHOE	\$ 613.04
168	163 Upper Heidelberg Road, IVANHOE	\$ 402.86

169	164 Upper Heidelberg Road, IVANHOE	\$ 560.49
170	164A Upper Heidelberg Road, IVANHOE	\$ 560.49
171	165 Upper Heidelberg Road, IVANHOE	\$ 560.49
172	166 Upper Heidelberg Road, IVANHOE	\$ 578.01
173	167 Upper Heidelberg Road, IVANHOE	\$ 595.53
174	168 Upper Heidelberg Road, IVANHOE	\$ 560.49
175	169 Upper Heidelberg Road, IVANHOE	\$ 665.59
176	170 Upper Heidelberg Road, IVANHOE	\$ 300.00
177	171 Upper Heidelberg Road, IVANHOE	\$ 595.53
178	172 Upper Heidelberg Road, IVANHOE	\$ 300.00
179	1/173 Upper Heidelberg Road, IVANHOE	\$ 300.00
180	1 L174 Upper Heidelberg Road, IVANHOE	\$ 455.40
181	175 Upper Heidelberg Road, IVANHOE	\$ 1,208.57
182	176-178 Upper Heidelberg Road, IVANHOE	\$ 1,033.41
183	179 Upper Heidelberg Road, IVANHOE	\$ 578.01
184	180 Upper Heidelberg Road, IVANHOE	\$ 507.95
185	1/180 Upper Heidelberg Road, IVANHOE	\$ 300.00
186	181 Upper Heidelberg Road, IVANHOE	\$ 595.53
187	182 Upper Heidelberg Road, IVANHOE	\$ 1,156.02
188	183 Upper Heidelberg Road, IVANHOE	\$ 665.59
189	185 Upper Heidelberg Road, IVANHOE	\$ 648.07
190	186 Upper Heidelberg Road, IVANHOE	\$ 507.95
191	187 Upper Heidelberg Road, IVANHOE	\$ 630.56
192	189 Upper Heidelberg Road, IVANHOE	\$ 595.53
193	191 Upper Heidelberg Road, IVANHOE	\$ 595.53
194	192 Upper Heidelberg Road, IVANHOE	\$ 700.62
195	193 Upper Heidelberg Road, IVANHOE	\$ 507.95
196	194 Upper Heidelberg Road, IVANHOE	\$ 1,033.41
197	195 Upper Heidelberg Road, IVANHOE	\$ 613.04
198	197 Upper Heidelberg Road, IVANHOE	\$ 525.46
199	198 Upper Heidelberg Road, IVANHOE	\$ 578.01
200	199 Upper Heidelberg Road, IVANHOE	\$ 648.07
201	200 Upper Heidelberg Road, IVANHOE	\$ 578.01
202	201 Upper Heidelberg Road, IVANHOE	\$ 770.68
203	202 Upper Heidelberg Road, IVANHOE	\$ 578.01
204	204 Upper Heidelberg Road, IVANHOE	\$ 560.49
205	205 Upper Heidelberg Road, IVANHOE	\$ 613.04
206	206 Upper Heidelberg Road, IVANHOE	\$ 525.46
207	207 Upper Heidelberg Road, IVANHOE	\$ 437.89
208	208 Upper Heidelberg Road, IVANHOE	\$ 578.01
209	209 Upper Heidelberg Road, IVANHOE	\$ 542.98
210	211 Upper Heidelberg Road, IVANHOE	\$ 595.53
211	212 Upper Heidelberg Road, IVANHOE	\$ 1,331.18
212	213 Upper Heidelberg Road, IVANHOE	\$ 560.49
213	215 Upper Heidelberg Road, IVANHOE	\$ 595.53
214	217 Upper Heidelberg Road, IVANHOE	\$ 542.98
215	218 Upper Heidelberg Road, IVANHOE	\$ 300.00
216	1/218 Upper Heidelberg Road, IVANHOE	\$ 300.00
217	2/218 Upper Heidelberg Road, IVANHOE	\$ 300.00
218	3/218 Upper Heidelberg Road, IVANHOE	\$ 300.00
219	4/218 Upper Heidelberg Road, IVANHOE	\$ 300.00
220	219 Upper Heidelberg Road, IVANHOE	\$ 613.04
221	220 Upper Heidelberg Road, IVANHOE	\$ 300.00
222	221 Upper Heidelberg Road, IVANHOE	\$ 560.49
223	222 Upper Heidelberg Road, IVANHOE	\$ 300.00
224	223 Upper Heidelberg Road, IVANHOE	\$ 300.00
225	224 Upper Heidelberg Road, IVANHOE	\$ 300.00
226	225 Upper Heidelberg Road, IVANHOE	\$ 300.00

Item: 8.2 Attachment 2: Attachment 2. List of Participating Properties and Annual Rate or Charge Amount

227	226 Upper Heidelberg Road, IVANHOE	\$ 840.74
228	1/226 Upper Heidelberg Road, IVANHOE	\$ 315.28
229	2/226 Upper Heidelberg Road, IVANHOE	\$ 367.82
230	3/226 Upper Heidelberg Road, IVANHOE	\$ 300.00
231	227 Upper Heidelberg Road, IVANHOE	\$ 300.00
232	228 Upper Heidelberg Road, IVANHOE	\$ 700.62
233	229 Upper Heidelberg Road, IVANHOE	\$ 300.00
234	230 Upper Heidelberg Road, IVANHOE	\$ 385.34
235	231 Upper Heidelberg Road, IVANHOE	\$ 300.00
236	232 Upper Heidelberg Road, IVANHOE	\$ 300.00
237	233 Upper Heidelberg Road, IVANHOE	\$ 300.00
238	234 Upper Heidelberg Road, IVANHOE	\$ 300.00
239	235 Upper Heidelberg Road, IVANHOE	\$ 300.00
240	236 Upper Heidelberg Road, IVANHOE	\$ 300.00
241	238-240 Upper Heidelberg Road, IVANHOE	\$ 472.92
242	242 Upper Heidelberg Road, IVANHOE	\$ 300.00
243	244 Upper Heidelberg Road, IVANHOE	\$ 300.00
244	246 Upper Heidelberg Road, IVANHOE	\$ 300.00
245	248 Upper Heidelberg Road, IVANHOE	\$ 300.00
246	250 Upper Heidelberg Road, IVANHOE	\$ 301.27
247	Shp1 Grd Level 1 275 Upper Heidelberg Road, IVANHOE	\$ 300.00
	TOTAL	\$ 140,000.00