COUNCIL AGENDA

WEDNESDAY 12 SEPTEMBER 2018

COMMENCING 7 PM

COUNCIL CHAMBER, MORELAND CIVIC CENTRE,
90 BELL STREET, COBURG

Language Link

This is the Agenda for the Council meeting. For assistance with any of the agenda items, please telephone 9240 1111.

Belediye Meclisi Toplantısının gündem maddeleri burada verilmiştir. Bu gündem maddeleri ile ilgili yardımcı ihtiyacınız olursa, 9280 1914 numaralı telefondan Language Link tercüme hattını arayınız.

Đây là Nghịentine cuộc họp của Ủy Ban Quy Hoạch Đô Thị. Nếu muốn biết thêm chi tiết về đề tài thảo luận, xin gọi điện thoại cho Language Link qua số 9280 1915.

这是市政府例会的议题安排，如果需要协助了解任何议题内容，请拨打9280 0750。

This is an agenda for the Council meeting. For assistance with any of the agenda items, please telephone 9240 1111.

Belediye Meclisi Toplantısının gündem maddeleri burada verilmiştir. Bu gündem maddeleri ile ilgili yardımcı ihtiyacınız olursa, 9280 1914 numaralı telefondan Language Link tercüme hattını arayınız.

Đây là Nghịentine cuộc họp của Ủy Ban Quy Hoạch Đô Thị. Nếu muốn biết thêm chi tiết về đề tài thảo luận, xin gọi điện thoại cho Language Link qua số 9280 1915.

这是市政府例会的议题安排，如果需要协助了解任何议题内容，请拨打9280 0750。

Language Link
INFORMATION ABOUT COUNCIL MEETINGS

Council encourages its citizens to participate in the local government of Moreland. Accordingly, these notes have been developed to help citizens better understand Council meetings. All meetings are conducted in accordance with Council’s Meeting Procedure Local Law 2018.

WELCOME The Mayor, who chairs the meeting, formally opens the meeting, delivers an acknowledgement of country and welcomes all present. This Council meeting will be recorded and webstreamed live to Council’s website. This recording will also be available as Video on Demand. Although every care is taken to maintain privacy, gallery attendees are advised they may be recorded.

APOLOGIES Where a Councillor is not present, his/her absence is noted in the minutes of the meeting.

DECLARATION OF INTERESTS AND/OR CONFLICT OF INTERESTS Under the Local Government Act 1989, a Councillor has a duty to disclose any direct or indirect pecuniary (financial) interest, s/he may have in any matter to be considered by Council that evening.

CONFIRMATION OF MINUTES The minutes of the previous meeting are placed before Council to confirm the accuracy and completeness of the record.

MINUTES/REPORTS OF SPECIAL COMMITTEES Council considers reports from Special Committees that Councillors represent Council on.

PETITIONS Council receives petitions from citizens on various issues. Any petitions received since the previous Council meeting are tabled at the meeting and the matter referred to the appropriate Director for consideration.

PUBLIC QUESTION TIME This is an opportunity (30 minutes), for citizens of Moreland to raise questions with Councillors.

COUNCIL REPORTS Officers prepare detailed reports, which are considered by Councillors and a Council position is adopted on the matters considered. The Mayor can invite firstly Councillors, secondly Officers, and then citizens in attendance to identify Council reports which should be given priority by the meeting and considered in the early part of the meeting.

NOTICES OF MOTION A motion which has been submitted to the Chief Executive Officer no later than 12 pm (noon) ten days prior to the meeting which is intended to be included in the agenda. The motion should outline the policy, financial and resourcing implications.

NOTICE OF RESCISSION A Councillor may propose a motion to rescind a resolution of the Council, provided the previous resolution has not been acted on, and a notice is delivered to the authorised officer setting out the resolution to be rescinded and the meeting and date when the resolution was carried. For a decision of the Council to be rescinded, the motion for rescission must be carried by a majority of the votes cast. If a motion for rescission is lost, a similar motion may not be put before the Council for at least one month from the date it was last lost, unless the Council resolves that the notice of motion be re-listed at a future meeting. If a motion for rescission is not moved at the meeting for which it is listed, it lapses. A motion for rescission listed on a meeting agenda may be moved by any Councillor present but may not be amended.

FORESHADOWED ITEMS This is an opportunity for Councillors to raise items proposed to be submitted as Notices of Motion at future meetings.

URGENT BUSINESS The Chief Executive Officer or Councillors, with the approval of the meeting, may submit items of Urgent Business (being a matter not listed on the agenda) but requiring a prompt decision by Council.

CONFIDENTIAL BUSINESS Whilst all Council and Committee meetings of Council are open to its citizens, Council has the power under the Local Government Act 1989 to close its meeting to the general public in certain circumstances which are noted where appropriate on the Council Agenda. Where this occurs, members of the public leave the Council Chamber or Meeting room while the matter is being discussed.

CLOSE OF MEETING The Mayor will formally close the meeting and thank all present.

NEXT MEETING DATE The next Council meeting will be held on Monday 24 September 2018 commencing at 6 pm, in the Council Chamber, Moreland Civic Centre, 90 Bell Street, Coburg.
1. **WELCOME**

2. **APOLOGIES**

   Leave of absence has been granted to:
   
   - Cr Irfanli - 17 August 2018 to 16 September 2018; and
   - Cr Dorney - 22 August 2018 to 19 September 2018.

3. **DECLARATION OF INTERESTS AND/OR CONFLICT OF INTERESTS**

4. **CONFIRMATION OF MINUTES**

   The minutes of the Council meetings held on 6 August, 8 August and 13 August 2018 be confirmed.

5. **MINUTES / REPORTS OF SPECIAL COMMITTEE**

   Nil.

6. **PETITIONS**

   Nil.

7. **QUESTION TIME**

8. **COUNCIL REPORTS**

   - **DED54/18** ADOPTION OF ZERO CARBON EVOLUTION REFRESH TO 2020 AND 2040 FRAMEWORK (COUNCIL ACTION PLAN ITEM) (D18/315970) 6
   - **DSD21/18** ART ACQUISITION AND COLLECTION DEVELOPMENT POLICY (ADOPTION) (D18/309573) 62
   - **EMOD4/18** ENVIRONMENTAL MANAGEMENT SYSTEMS SCOPE (COUNCIL ACTION PLAN ITEM (72)) (D18/298611) 71
   - **DCI32/18** FRAMEWORK FOR COUNCIL CONTRIBUTION TOWARDS THE CONSTRUCTION OF UNMADE LANEWAYS (D18/317874) 76
   - **DCI33/18** PEDESTRIAN STRATEGY REVIEW - PEDESTRIAN CROSSINGS NEAR COMMERCIAL DEVELOPMENTS (RESPONSE TO NOTICE OF MOTION NOM16/18) (D18/264526) 81
   - **DCI34/18** FLEET MANAGEMENT POLICY (RESPONSE TO GENERAL BUSINESS ITEM GB7/17) (D18/292424) 88
9. **NOTICES OF MOTION**

**NOM36/18** TRAFFIC CALMING REVIEW ON LANEWAY ADJACENT TO 185 MORELAND ROAD, COBURG (D18/302096): CR ALI IRFANLI

**NOM37/18** CITIES WITH NATURE (D18/322404): CR NATALIE ABBoud

**NOM38/18** ENTE KERALAM RELIEF FUND EVENT (D18/322914): CR JOHN KAVANAGH

**NOM39/18** INVESTIGATION INTO FEASIBILITY OF JOINT USE LIBRARY IN FAWKNER INCLUDING RELOCATION OF FAWKNER PUBLIC LIBRARY INTO JOHN FAWKNER COLLEGE LIBRARY (D18/322850): CR MARK RILEY

**NOM40/18** CLIMATE EMERGENCY (D18/323701): CR DALE MARTIN

**NOM41/18** SYDNEY ROAD COMMUNITY SCHOOL (D18/323718): CR NATALIE ABBoud

**NOM42/18** INVESTIGATING THE IMPACTS OF SUGARY DRINKS AND OPTIONS FOR COUNCIL TO BETTER RESPOND (D18/324960): CR MARK RILEY
10. NOTICE OF RESCISSION

Nil.

11. FORESHADOWED ITEMS

Nil.

12. URGENT BUSINESS REPORTS

13. CONFIDENTIAL BUSINESS

DCS46/18 PERSONNEL MATTER (D18/325430)

Pursuant to sections 77(2)(c) and 89(2)(a) this report has been designated as confidential by the Chief Executive Officer because it relates to personnel matters.
Executive Summary

In June 2017, Council engaged the Moreland Energy Foundation (MEFL) to collaboratively coordinate development of a refresh to 2020 of the Zero Carbon Evolution (ZCE) strategy and a framework to guide the municipality to zero carbon by 2040.

This report presents the draft Zero Carbon Evolution – Refresh to 2020 (ZCE Refresh), at Attachment 1, and Moreland Zero Carbon – 2040 Framework (2040 Framework), at Attachment 2, for adoption. The draft ZCE Refresh and 2040 Framework were developed with input from over 100 stakeholders via cross-Council staff meetings, the Sustainable Moreland Advisory Group, a ‘Pathways to Zero Carbon’ workshop and a ‘Brains Trust’ of industry, state, local government experts and community members.

The draft ZCE Refresh responds to a mid-point strategic review, revising goals and actions to accelerate progress towards the goal of 22% reduction in emissions by 2020. The draft ZCE Refresh:

- Defines strategic and measurable goals that Council and MEFL can directly control/influence, and community goals requiring contribution and action from others;
- Refines key programs/initiatives for the financial year 2018/19 – 2019/20 to drive down community emissions, with highlights including expansion of the award winning ‘Solar on Leased Facilities’ program and new investment for priority bicycle infrastructure projects.

The 2040 Framework outlines an evocative vision of a zero carbon Moreland in 2040: our desired future of net zero emissions for Energy, Transport and Waste sectors. It accepts the challenge of planning and taking action in the context of continuously evolving political, social and technological disruption. Rather than attempting to ‘lock down’ prescriptive solutions over the long term, the 2040 Framework provides high-level direction and medium-term action priorities that combine to provide immediate benefits, foundations for future action, and innovation and experimentation.

The 2040 Framework requires development of ambitious five-yearly Zero Carbon Action Plans to define medium-term ZCE targets, programs and resourcing requirements on the path to zero emissions. Council and MEFL will further increase impact and influence through even greater commitment around leadership and innovation, mobilising the community, effective advocacy and partnerships. A draft Zero Carbon Action Plan 2020–2025 is being developed during 2018/2019 for presentation to Council in March 2019, to be followed by extended community and stakeholder consultation.

Officer Recommendation

That Council:

1. Adopts the Zero Carbon Evolution – Refresh to 2020 at Attachment 1 to this report.
2. Adopts the Moreland Zero Carbon – 2040 Framework at Attachment 2 to this report.
1. **Policy Context**


The goal of a zero carbon Moreland is also a strategic driver for related key priorities in the Council Plan 2017-2021:

- Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development.
- Facilitate a demonstrable shift to more sustainable modes of transport that also targets a long term reduction in car.
- Enhance the environmental outcomes of Council waste services and increase the communities’ awareness/participation in environmental initiatives to reduce waste to landfill.

2. **Background**

The ZCE Strategy adopted in 2014 set the target of a 22% reduction in Moreland’s municipal greenhouse gas emissions by 2020 to be on track to reach zero emissions by 2045. Implementation of the ZCE Strategy has been underway since then with annual achievements being reported to Council each year. In 2016 an external mid-point review identified the need for a strategy ‘reset’, in particular in relation to the strategic directions for energy efficiency and sustainable transport. The review also highlighted the need to ensure targets were tangible, measurable and meaningful as a means of measuring progress towards the broader strategy goal.

Following the mid-point review, Council commissioned Moreland Energy Foundation (MEFL) to work with Council to review and refresh the targets and actions to 2020 and to develop a framework to guide our approach to achieving zero carbon emissions by 2040.

ZCE Strategy implementation highlights noted in the annual achievements report (June 2018) included a record 1MW of rooftop solar power installed across Moreland through Positive Charge, and being awarded the 2017 Premier’s Sustainability Award – Government Category for the Moreland Urban Heat Island Effect Action Plan.

3. **Issues**

**ZCE Refresh**

The draft ZCE Refresh ([Attachment 1](#)) retains the overarching aim for Moreland’s community emissions in 2020 to be 22% below the 2013/2014 baseline year, and to see a net zero carbon Moreland by 2040. The draft ZCE Refresh retains the five strategic directions from 2014, being:

- Generating local renewable energy;
- Using less energy;
- Low-emissions transport;
- Minimising the urban heat island effect; and
- Activating our community to reduce emissions.
For each of these strategic directions the draft ZCE Refresh defines updated and measurable 2020 goals:

- Community 2020 goals – desired outcomes from our community’s collective action, including residents, businesses and all levels of government;
- Council and/or MEFL 2020 goals – desired outcomes from actions within Council and/or MEFL’s direct control, which contribute towards the community goals and overall emissions reduction target.

Examples of updated 2020 goals include:

- 4.4MW of new solar PV installed through Positive Charge (on 2014 levels);
- 1.6MW of solar installed on Council buildings and facilities (total installed capacity);
- New passenger vehicles in Council’s fleet meet strict emissions target within new Fleet Policy;
- Increase vegetation cover in Moreland’s public realm by planting 5,000 park and street trees annually; and
- Food and green waste kerbside collection service available to 70% of households in Moreland.

The ‘Making it Happen’ section of the draft ZCE Refresh highlights the key funded programs and initiatives to be delivered over the 2018 and 2019 financial years. It reflects increased investment by Council in a range of high priority actions, including:

- Energy efficiency and solar services and products delivered by MEFL ($400,000 in FY2018/2019);
- New investment in priority bicycle infrastructure projects ($848,000 across FY2018-2019/2020);
- Accelerated roll-out of the ‘solar on leased facilities’ program ($125,000 in FY2018/2019); and
- Trial (for subsequent roll-out) of the food and green waste kerbside service
- Transition to zero emissions fleet vehicles.

These specific initiatives will be complemented by additional programs and early actions from the draft Moreland Integrated Transport Strategy, draft Parking Strategy and draft Waste and Litter Strategy due for finalisation and adoption later this year.

Moreland Zero Carbon 2040 Framework

The draft 2040 Framework included at Attachment 2 draws on learnings from a review of municipal-level climate mitigation plans and the collective input of over 100 interested and expert contributors through facilitated workshops and document review.

In particular the draft 2040 Framework clarifies the vision of a zero carbon Moreland across three strategic directions with 2040 goals:

- Energy transition – Efficient and 100% renewably powered energy;
- Sustainable transport – Active or zero emissions transport; and
- Waste and consumption – Circular economy with zero waste.

The 2040 Framework defines five principles to underpin decision-making and ensure the pathway to zero emissions contributes positively to an equitable, resilient, cohesive and healthy Moreland, reducing the risk of unintended or perverse outcomes.
Realising a zero carbon Moreland by 2040 will require effective and committed action by Council and MEFL, residents and community organisations, the business sector, and State and Federal Government. The 2040 Framework outlines 4 key approaches that Council and MEFL will take to increase our collective impact and influence:

- Leadership and innovation;
- Mobilising the community;
- Partnerships; and
- Advocacy.

The draft 2040 Framework establishes key priorities for the initial five-year Zero Carbon Action Plan (2020–2025) across the three strategic direction areas (energy transition, sustainable transport, and waste and consumption). Acknowledging that State and Federal Governments have powerful policy and legislative levers available, it defines the most critical advocacy priorities that Council will work with others to see achieved over the short- and longer-term.

Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. Consultation

Development of the draft ZCE Refresh and draft 2040 Framework was coordinated by MEFL with input and oversight from Council. An initial desktop research phase (including carbon reduction program approaches from across Australia and internationally) began in July 2017 followed by a workshop with cross-Council departments in October 2017.

A large community and stakeholder-focused ‘Moreland Pathways to Zero Carbon’ workshop was held over 3 hours on 14 November 2017, with representatives from local climate action and advocacy groups, environmental social enterprises and non-government organisations, neighbouring councils, energy retailers and distributors, DELWP and Sustainability Victoria, waste management organisations, MEFL, Officers and Councillors. The workshop was facilitated by CoDesign Studio with methodology including interactive polls for 2040 vision, priorities and enablers, big ideas brainstorm, ‘My ZCE Expertise’ social activity and ‘offers’ for a resource bank.

In February 2018 a further series of workshops with members of the ‘ZCE Brains Trust’ (subject matter experts from community, business, universities and the not for profit sector) explored options and priorities for medium and longer term focus. The draft ZCE Refresh and 2040 Framework have been reviewed by Brains Trust members, representatives of Sustainable Moreland Advisory Group (SMAG) and Council Officers from across Planning and Economic Development, City Infrastructure and Social Development, with feedback informing the final drafts and/or to be considered in the more detailed action planning still to come.

Councillors were consulted at Councillor Briefings held on 20 March and 6 August 2018.

5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.
6. **Financial and Resources Implications**

Council’s 2018/2019 budget and 5 year Strategic Resource Plan can fund the delivery of the ZCE Refresh, with additional funding required for final year actions, which will be sourced through budget bids, MEFL funding for program implementation is to be confirmed through the 2019/2020 annual budget cycle. Investment in the key programs/projects to deliver the ZCE Refresh are outlined in the 'Making It Happen' section and summarised in the Issues section of this report.

**5 Year plan**

The resourcing implications for the first five years of the 2040 Framework implementation will be developed through preparation of a draft Zero Carbon Action Plan (2020–2025) and will be further discussed in early 2019.

7. **Implementation**

Implementation of current year programs/projects within ZCE Refresh are underway, with quarterly reporting on Council Action Plan measures and a quarterly report to the ZCE Project Board. The ZCE Annual Achievements Report in June 2019 will summarise implementation progress against the ZCE Refresh goals and key programs/initiatives.

Following adoption of the ZCE Refresh and 2040 Framework, the draft Zero Carbon Action Plan (2020 – 2025) will be developed in consultation with the ZCE Brains Trust, Sustainable Moreland Advisory Group (SMAG), Councillors and Council staff. A draft will be presented to Council in March 2019 to consider endorsement for extended community and stakeholder consultation and input across mid-2019.

**Attachment/s**

1. ZCE Refresh to 2020 - Final Draft for Adoption  
   D18/319643
2. Moreland Zero Carbon 2040 Framework - Final Draft for Adoption  
   D18/324269
ZERO CARBON EVOLUTION

Getting on track to a carbon neutral Moreland community

REFRESH to 2020
REFRESH TO 2020

This strategy provides a Refresh to the 2014 Zero Carbon Evolution Strategy for significant carbon reduction in Moreland.

The Strategy steps out an updated, whole of community plan for ambitious carbon reduction to 2020.

Purpose of this document

The Zero Carbon Evolution Strategy, endorsed in 2014, seeks to guide the Moreland community to a 22% reduction in greenhouse gas (GHG) emissions on 2011 levels by 2020. This target has been set using a carbon budget approach*.

To achieve this reduction by 2020 would see Moreland on track to achieving a zero carbon future. Our community is progressing towards this goal, and remains committed to taking action to achieve this ambitious target.

This updated strategy, Zero Carbon Evolution Refresh to 2020, acknowledges what has been working and what is not, and how the context has changed in an effort to accelerate progress to 2020 and the ultimate goal of a zero carbon community.

This document:

» communicates Moreland’s progress to date

» guides community carbon reduction to 2020, with updated strategic directions across five key areas of influence

» updates priority actions we need our community and other levels of government to do, so we can achieve our Community 2020 goals

» outlines key projects between 2018 and 2020, which Council and Moreland Energy Foundation (MEFL) will lead to contribute to the 2020 goals

*The carbon budget is the maximum amount of GHG emissions that can be emitted to hold warming below two degrees. In 2014, the Climate Change Authority (CCA) translated the global carbon budget into an equivalent carbon budget for Australia (0.97%). Moreland’s share of this budget has been estimated by MEFL on a per capita basis.
MORELAND IN 2020

Shifting towards zero net carbon emissions is part of creating a prosperous and resilient future for Moreland. It will encourage connected communities of citizens who are doing things differently to have a positive influence on our shared future.

Our vision for Moreland in 2020 and beyond is a place where:

- Households and businesses will be powered by renewable energy
- Homes will consume less energy and be comfortable, affordable and healthy places to live
- People will be more active and socially connected within their neighbourhoods
- Businesses will become energy and resource smart – improving their bottom line and developing a low-carbon advantage
- Streets and open spaces will be alive with people, plants, activity and art
- Residents will act as conscious consumers

Everyone will play an important part in the shift to a zero carbon future.
THE CRITICAL DECADE

CLIMATE CHANGE IS NOT JUST AN ENVIRONMENTAL PROBLEM.

In Moreland, we are already feeling the effects of climate change.

Over the past decade, we have experienced more frequent and intense heat waves, changes in rainfall patterns and more severe weather events including droughts, fires and storms. This is expected to continue and intensify.

This presents a substantial risk to our whole society, including our health and well-being and our economy. These impacts are likely to include loss of life, physical and mental health impacts, reduced primary production, property damage, coastal inundation, and loss of essential infrastructure for power, transport and communications. Climate change is also having negative impacts on biodiversity, habitat and the health of ecosystems.

We now face a climate emergency - some of the impacts of climate change are now irreversible and the window for action to avoid catastrophic change is rapidly closing.

Everyone in Moreland is vulnerable to the impacts of climate change and everyone must be part of the solution. We must urgently act to significantly reduce our carbon emissions, and implement strategies to prepare and adapt to our changing climate.

“We are the first generation to be able to end poverty and the last generation that can take the steps to avoid the worst impacts of climate change.”

Bae Ki-Moon Secretary General United Nations

Photo: Communities for Nature, 2014
"The decisions we make from now to 2020 will largely determine the severity of climate change our children and grandchildren experience."

Climate Council 2013

HEAT VULNERABILITY

Heat events have killed more people than any other natural hazard experienced in Australia over the past 200 years. The devastating heatwave in January 2009 caused 374 deaths and widespread bushfires.

Moreland is particularly susceptible due to the prevalence of solid surfaces and lack of vegetation. This places significant stress on vulnerable members of our community.

Moreland City Council Thermal Image
14 January 2014
10am

THE CHALLENGE OF ZERO CARBON

197 national governments, including Australia, have agreed to keep average global temperatures well below 2 degrees above pre-industrial levels. This first universal climate agreement – the Paris Agreement – became law in November 2016. As part of this, Australia has set an emissions reduction target of 26–28% on 2005 levels by 2030. However, these targets will need to be increased in order to meet our international obligations under the Paris Agreement.

The Paris Agreement recognises local governments for the first time as essential actors in fast tracking transformative action on climate change. Whilst cities are a major source of emissions, they are also vital centres for innovation and real-world solutions that have an important influence on the ‘bigger picture’. The collective impact of cities is captured by the Global Covenant of Mayors – a global coalition of city leaders driving carbon reduction, which the City of Moreland joined in 2015.

Local governments are in a unique position to lead action on climate change as they are the closest level of government to the community, providing the link between national policy and practical action. Projects delivered locally are designed to reflect local circumstances, and it is these tailor-made solutions that enable the community to take effective action. Many Australian cities recognise this opportunity and have set ambitious emissions reduction or renewable energy targets in order to drive action locally.

MORELAND’S EMISSIONS

The Moreland community emitted approximately 1,672 kilotonnes of carbon dioxide equivalent (CO2-e) in 2013–14. The burning of fossil fuels for energy is the predominant source of carbon emissions.

Moreland’s emissions profile has been updated since the release of the 2014 Strategy, to align with the Global Protocol for Community Based Emissions Reporting (GPC) framework. This is a comprehensive global reporting standard to consistently measure and report greenhouse gas emissions. It is also consistent with the reporting requirements of the Global Covenant of Mayors.

The emissions baseline year in the original Strategy was 2011 as this was the most up to date data available at that time. The updated emissions profile revised the baseline year to 2013/14 as data was available. This aligns the baseline year with the start of the Strategy in 2014.

Where do our emissions come from?*

Greenhouse Gas Emissions
2013–14 (ktonnes CO2-e/year)

- Electricity 41.5% 694 kT
- Gas 10.6% 178 kT
- Transport 25.8% 431 kT
- Solid Waste 6.04% 101 kT
- Wastewater 15.9% 266 kT

* Approximately half of the emissions are attributed to the residential sector and the other half the commercial/industrial sector.

SHIFTING TO OUR ZERO CARBON FUTURE
Moreland has continued to evolve since the adoption of the Zero Carbon Evolution Strategy in 2014. We are operating within an ever-changing context which has implications for program design and progress towards the goals.

**Barriers**
- Lack of strong, stable national climate change policy to drive investment in climate action
- Strong population growth, with every new household contributing to Moreland’s overall carbon emissions
- Increase in higher density and infill development, which has implications for urban heat island objectives
- The change to our society and political systems required to significantly reduce carbon emissions
- Limitations of Council and MEFL’s level of control and influence

**Enablers**
- Rapidly declining cost of renewables technology
- More financial mechanisms available to enable more people to benefit from the energy transition
- Frequency and severity of climatic impacts such as drought, floods and heatwaves has reinvigorated public concern and action
- The Victorian Government’s strong commitment to zero carbon by 2050 including 15-20% emissions reduction target by 2020, and 25% renewable energy generation target by 2020
- Strengthening of partnerships to accelerate action, such as the Cities Power Partnership
- Disruptive technologies enabling people to become active consumers in the energy sector

**Source:** ABS Census 2016
Globally, a carbon-constrained future is certain. There is a clear need for government, business and civic leadership on climate change. Ambitious and pro-active leadership at the city scale makes sense as local governments are closer to the general population and businesses where the emissions occur and can draw on the collective power of local communities.

Moreland’s journey towards zero carbon

1980-1999:
- Brunswick Electricity Supply Department delivers the first energy efficiency and renewable energy projects in Australia
- Victoria’s first solar panels installed in Moreland

1980s-1999:
- Australia signs the Kyoto Protocol
- Millennium drought commences

2000-2004:
- MIEP is launched to the Moreland community
- MIEP partners with industry to deliver the EcoSmart Electricity program

2001-2004:
- Mandatory Renewable Energy target (MRET) was introduced committing Australia to 20% renewable energy by 2020

2005-2009:
- $4.9 million Moreland Solar City project commenced including the launch of the Moreland Zero Carbon program
- Council commits to zero net corporate emissions by 2012
- Moreland Energy Fund’s first bulk buy sees 183 solar PV systems installed on Moreland homes

2010-2013:
- Council and MIEP establish the Moreland Energy Partnership, which helps fund the installation of cogeneration for Fewinner Leisure Centre
- MIEP releases the Sustainable Urban Development Framework
- Warm Home Cool Home program delivers over 1,000 low income homes in Moreland
- Council achieves zero net corporate emissions
- Council leads the roll out of the Sustainable Design Assessment Planning Process to 15 local governments
- MIEP launches Positive Charge—a program that provides energy advice and services to the Moreland community
- Council is awarded the Victorian Keep Energy Beautiful Sustainable Cities Award in 2013
- Council installs 6 public electric vehicle charging stations in Moreland including the first public EV fast charge station in Victoria

Global/national context

ZERO CARBON EVOLUTION
MORELAND IN 2020
THE CRITICAL DECADE
THE CHALLENGE OF ZERO CARBON
CONTINUING TO LEAD
SHIFTING TO OUR ZERO CARBON FUTURE

Council Meeting 12 September 2018
18
ZCE Refresh to 2020 - Final Draft for Adoption
Attachment 1

Moreland has always been ahead of the curve in taking action on climate change.

Building on this strong history and proud reputation, Moreland City Council has committed to working with the Moreland community on the shift towards zero net emissions.

2014:
- Council adopts the Zero Carbon Evolution Strategy
- Council commences a broad-scale roll out of solar PV on Council buildings
- MEPL supported the establishment of the Moreland Community Solar Co-operative to drive installation of community-owned solar in Moreland

2015:
- Government reduces the Renewable Energy Target for large-scale renewables to 33,000 GWh
- National Energy Productivity Plan (NEPP) released which aims to improve national energy productivity by 40% by 2030
- Australia agrees to adopt the Paris Agreement, limiting global temperature rise to well below 2°C
- Victorian Government releases the Renewable Energy Roadmap

2016:
- Australia joins 174 other countries in signing the Paris Agreement
- Victorian Government introduces: 
  - TAKIE climate change pledge program
  - Climate Change Adaptation Plan
  - New Energy Jobs Fund

2017:
- Independent Review into the Future Security of the National Electricity Market by chief scientist Alan Finkel released
- Victorian Government introduces: 
  - Climate Change Act
  - Energy Efficiency and Productivity Strategy
  - Renewable Energy Action Plan
  - Renewable Energy Targets into legislation

Council Meeting 12 September 2018
SHIFTING TO OUR
ZERO CARBON FUTURE

Four key principles will guide action to reduce carbon emissions.

The Zero Carbon Evolution Refresh to 2020 is guided by the same principles as the 2014 Strategy. These four principles inform decision making to support achievement of the vision for Moreland in 2020.

New urban systems
There is a need for fundamental change in the way our community operates. This includes:
- generating local renewable energy, or purchasing renewable energy from the grid
- being smarter about how we use energy in our homes
- integrating daily exercise with travel by walking, cycling or catching public transport
- buying and wasting less
- greening our community to reduce heat build-up and offset carbon emissions.

There is an opportunity to re-imagine our neighbourhoods as places where buildings are comfortable and use minimal energy, people of all ages walk and cycle safely, and trees keep us cool on hot days. We have an opportunity to re-create our city as a place that will sustain us into the future.

Including our whole community
Shifting to a zero carbon community is not something the Moreland City Council can do alone. It requires all Moreland people to step up and take action. This is a time for supporting each other and pushing the boundaries to find new ways of doing things.

Our diverse community possesses valuable knowledge, skills and experience with living simply and sustainably. There are significant opportunities to learn from each other and engage many more people in local action on climate change.

Investing for our future
Getting on track to zero emissions requires significant investment in equipment, infrastructure and programs to achieve emissions reductions at the scale required. Moreland City Council will hold a critical role in leveraging investment from other levels of government and the private sector, and administering viable new financing mechanisms to enable the community to take action.

Investment in actions to reduce emissions can provide strong financial returns. Just as importantly, the social and environmental returns on an investment to reduce emissions are potentially enormous.

Working collaboratively
This challenge requires significant effort and investment from all levels of Government, stakeholders and community groups. At the local government level, a whole-of-community approach is critical as emissions are directly related to transport, buildings, energy supply, waste and urban form. Also, the impacts of climate change will be felt across Council portfolios particularly health and wellbeing, city infrastructure, social development and open space.
2020 GOALS

In this ZCE Refresh to 2020 we have updated our 2020 goals across the five strategic directions to ensure they are measurable:

- **Community 2020 goals** – these reflect desired outcomes from our community's collective action, including actions by local residents, businesses and all levels of government.

- **Council and/or MEFL 2020 goals** – these are desired outcomes from actions that are within Council and/or MEFLs direct control. Achievement of these goals also contributes towards achievement of the Community goals and the overall emissions reduction target.

Council and MEFL continue to advocate for the priorities outlined in the ‘What others need to do’ section within each strategic direction to influence decision-making at the Federal and State Government level. We invite our community to join us in demanding strong and effective leadership from all levels of government.

**Generating local renewable energy**
Moreland will be increasingly powered by renewable energy, generated across a range of sites which can be used, stored, and sold within Moreland. MEFL and Council will work with households, businesses, and community groups to assist in implementing cost effective solutions.

**Using less energy**
Moreland will prioritise the avoidance or reduced consumption of energy across all areas. MEFL and Council will provide support to ensure that this can be achieved cost effectively, and also boost comfort and productivity.

**Low-emissions transport**
Moreland will have a well-designed and efficient transport system. Moreland people will preference sustainable modes of travel such as walking and cycling, and invest in zero or low emissions public and private transport.

**Minimising the urban heat island effect**
Moreland will retain and invest in an increasingly well vegetated community, prioritising areas that contain vulnerable households in urban heat island ‘hot spots’. Pursuing opportunities to increase vegetation cover in the public realm is essential.

**Activating our community to reduce emissions**
Moreland people will actively participate in the transition to zero carbon, playing their part in reducing carbon emissions and helping others to do the same. They will push for strong action and science-based national emissions reduction targets through advocacy and activism. MEFL and Council will provide support to accelerate the community’s efforts.
GENERATING LOCAL RENEWABLE ENERGY

Community 2020 goal:

> 44MW of additional installed solar PV capacity in Moreland (on 2014 levels)

Council & MEFL 2020 goals:

> 4.4MW of new solar PV installed through Positive Charge (on 2014 levels)

> 1.6MW of solar installed on Council buildings and facilities (total installed capacity)

Key actions

Council will:

> Purchase 100% of electricity for Council operations through the Melbourne Renewable Energy Project

> Accelerate delivery of the existing Solar on Leased Facilities program to enable community groups leasing Council buildings to install solar PV at no upfront cost

> Progress install of on-site solar PV as part of the Renewable Hydrogen Refuelling Station project

> Continue to install solar PV on new and upgraded Council buildings (consistent with the Moreland Sustainable Buildings Policy)

> Encourage the deployment of solar in new developments via implementation of the Local Environmentally Sustainable Development (ESD) Policy in the Moreland Planning Scheme

> Continue to support and deliver initiatives with key stakeholders committed to climate action including: CERES; Northern Alliance for Greenhouse Action; and Council Alliance for Sustainable Built Environments

> Work with Northern Alliance for Greenhouse Action (NAGA) on potential for aggregating community energy demand to purchase renewable energy

> Continue collaborating with and funding MEFL to deliver actions that drive local renewable energy generation

> Continue to support uptake of Environmental Upgrade Agreements (EUAs) by Moreland businesses

> Advocate the Federal and State Government on specific renewable energy priorities outlined in the ‘What others need to do’ section

Case Study

Solar on leased facilities

This award-winning program established a revolving fund which enables community groups who lease buildings from Council to install solar with no upfront costs. The fund has been carefully structured so that repayments are less than the savings on tenants’ electricity bills. Repayments are typically spread over 7-10 years. As a key part of the program, MEFL has supported the community groups to drive sustainable actions by their members too. Almost 100kW has been installed to date across seven sites.
**STRATEGIC DIRECTION #1**

**MEFL will:**
- Offer solar and battery products from trusted suppliers to the Moreland community through Positive Charge
- Develop innovative, targeted programs to overcome the barriers to installing solar for households and businesses
- Offer support to businesses to enable them to understand the financial and sustainability benefits of solar PV investment, and link businesses to trusted suppliers and low-interest finance options
- Provide support for the installation of solar PV systems on schools, sporting clubs, leased facilities and other community buildings, including linking with financial institutions to provide finance
- Work with community groups to pilot innovative models for community investment in solar PV and increased consumer participation in the energy transition
- Promote the benefits of GreenPower and provide a mechanism for public recognition of those who purchase it
- Work with private and public sector partners to promote Moreland as a testing ground for innovative renewable energy initiatives
- Advocate the Federal and State Government on specific renewable energy priorities outlined in the ‘What others need to do’ section

**Commonwealth Government**
- Set a strong, long term, stable energy policy that accelerates the transition to renewables and provides certainty for the renewable energy industry
- Establish a clear commitment and pathway to a zero emissions electricity sector by 2040
- Amend the National Electricity Rules and other regulations to:
  - increase deployment of distributed generation
  - support community participation in the energy transition
- Develop a national strategy to support the orderly transition away from coal-fired power
- Facilitate, fund and support local government, community renewable energy hubs and projects

**Victorian Government**
- Maintain or accelerate the emissions reduction target of zero net emissions by 2050
- Maintain or accelerate the renewable energy target of 25% renewable energy by 2020
- Fund and support local government and community renewable energy projects through dedicated funding
- Extend local ESD policies and/or develop a state-wide ESD clause within the Victorian Planning Provisions
- Develop planning policy which supports the right to solar access
- Maintain a fair feed-in-tariff for small scale renewable energy generators
- Partner with local government and private providers to develop distributed solar and batteries, with focus on low income households

*Our key actions will be significantly accelerated if Federal and State Government deliver these priorities*
Using Less Energy

Community 2020 goals:

> 12% decrease in energy consumption per person (on 2014 levels)

> 10% reduction in commercial and industrial energy use (on 2014 levels)

*The 12% reduction per person offsets the 12% projected increase in population between 2014-2020

Council & MEFL 2020 goals:

> New Moreland developments exceed minimum standards for energy efficiency by at least 10% (via ESD within planning permit)

> 4250 tonnes of GHG emissions reduction through Positive Charge services (since 2014)

Key actions

Council will:

> Improve the energy efficiency of new developments through continued implementation of the Local ESD Policy in the Moreland Planning Scheme, and investigate and increase proactive enforcement to monitor and improve compliance with ESD planning permit obligations

> Continue to support and collaborate with the Council Alliance for Sustainable Built Environments (CASBE) in the uptake of the Built Environment Sustainability Scorecard (BESS) to enable best practice environmentally sustainable design (ESD) for new developments

> Supporting leading developments to demonstrate the business case and increase demand for high performing buildings

> Maintain annual ‘carbon neutral’ certification for Council operations (National Carbon Offset Standard)

> Continue to integrate stringent energy efficiency standards in new and upgraded Council buildings (consistent with the Moreland Sustainable Buildings Policy) and public lighting projects

> Continue collaborating with and funding MEFL to deliver actions that drive local energy efficiency

> Work with key stakeholders and other CASBE Councils to investigate a zero carbon buildings target for new developments

> Advocate the Federal and State Government on specific energy efficiency priorities outlined in the ‘What others need to do’ section

Case Study

Coffee timers

Many cafes leave their coffee machines on overnight so they are ready to go when they open in the morning.

This saves time but wastes a lot of electricity. MEFL helped 6 businesses on Lygon St, East Brunswick install timers for their coffee machines. The timer turns the machine off in the evening and back on early in the morning. This helped the businesses to save around $820 annually, which roughly equates to selling an extra 1,000 cups of coffee a year.
STRATEGIC DIRECTION #2

What others need to do*:

**Commonwealth Government**
- Accelerate delivery of the National Energy Productivity Plan (NEPP)
- Sharpen and broaden the Equipment Efficiency program which determines the minimum energy performance standards (MEPS) of appliances to include more products such as fans and wine fridges
- Adopt an ambitious trajectory/pathway for zero carbon buildings through the National Construction Code and provide the support for implementation
- Drive a positive national conversation on mandatory disclosure of energy efficiency at point of sale/lease of homes
- Provide tax incentives for investment in energy efficiency of rental properties
- Endorse the Electricity Network Transformation Roadmap

**Victorian Government**
- Introduce mandatory disclosure of energy performance ratings of new and existing buildings at the point of sale or lease
- Introduce minimum energy efficiency standards for rental properties
- Develop and provide innovative financial support mechanisms to enable households and businesses to fund energy efficiency upgrades
- Maintain or accelerate the actions in the Energy Efficiency and Productivity Strategy
- Deliver legislative change that enables streamlined Environmental Upgrade Agreements/rates based finance for all building types and support local governments to adopt
- Adopt a strong statewide ESD planning policy that provides a pathway to zero carbon new buildings by 2025 and/or extend local ESD policies
- Provide leadership by adopting best practice ESD policies for new government infrastructure, including schools, hospitals, streetlamps, fleet, and upgrades to existing buildings

---

*Our key actions will be significantly accelerated if Federal and State Government deliver these priorities.
LOW-EMISSIONS TRANSPORT

Community 2020 goal:
> 10% increase in proportion of households using sustainable transport (walking, cycling and public transport) to travel to work (on 2013 levels)

Council 2020 goals:
> Enable increased walking and cycling by creating over 2.3km of new shared paths (on 2017 levels)
> New passenger vehicles in Council’s fleet meet strict emissions target within new Fleet Policy

Key actions

Council will:
> Develop a new Moreland Integrated Transport Strategy with mode shift towards sustainable transport (walking, cycling and public transport) as the primary goal, and with a strong focus on monitoring and evaluation
> Continue to implement cycling projects identified in the Moreland Bicycle Strategy and other priority cycling initiatives including lighting and safety upgrades on the Upfield Shared Path and staged construction of the Craigieburn Shared Path
> Continue to create more ‘pedestrian-friendly’ streets through installing or upgrading pedestrian crossings, with a focus on strategic locations such as shopping strips, school crossings, and near aged care or health facilities
> Continue collaboration to progress a hydrogen refuelling station to support transition from diesel to zero emissions hydrogen powered vehicles
> Increase the public electric vehicle charging network including the installation of two fast charge stations as part of the Oak Park Aquatic Centre and Sports Pavilion redevelopment
> Investigate the opportunity to facilitate installation of electric vehicle fast charge stations adjacent to priority transport corridors (e.g. Sydney Road)
> Promote a transport hierarchy of walking, cycling, public transport and private vehicle use which informs all decision-making
> Develop a Parking Strategy investigating options for a car parking policy that supports sustainable transport outcomes, such as revised car parking rates
> Support/incentive car-free developments in appropriate locations
> Continue to support the implementation of the Parklet Program, to create permanent or temporary new ‘public space’ by re-purposing on-street parking bays
> Develop and adopt a new best practice corporate Fleet Policy to drastically reduce passenger fleet emissions targets
> Deliver behaviour change/infrastructure programs to increase the number of students walking or cycling to school

Innovation Highlight

Hydrogen garbage trucks
A world first pilot is on its way as Moreland City Council teams up with private sector experts to trial vehicles powered by 100% renewable hydrogen. The project aims to develop a commercial-scale refuelling station – the first in Australia to be powered exclusively by 100% renewable energy. The hydrogen would be generated using electrolysis and a mix of rainwater harvesting and solar generation, as well as power purchased from wind farms. The refuelling station could provide a real-world test bed for hydrogen-powered trucks.
STRATEGIC DIRECTION #3

What others need to do*

**Commonwealth Government**
- Prioritise and commit funding to significant public transport infrastructure over road infrastructure spending
- Provide tax incentives for lowest emissions vehicles and remove tax incentives that encourage unnecessary driving and vehicle purchase
- Work with local governments and other stakeholders to promote the replacement of fossil fuelled vehicles with electric vehicles, provide certainty to suppliers, and address regulatory issues
- Adopt and implement stringent vehicle minimum emissions standards
- Work with state and territory government to introduce a road pricing system that reduces kilometres travelled or incentivises lower emissions travel (e.g. through more efficient vehicles or avoiding travel in congested areas)
- Demonstrate leadership through purchase/lease of low emissions vehicles for government fleet

**MEFL will:**
- Identify opportunities to link transport behaviour change with community engagement activity

**Victorian Government**
- Improve and expand the public transport network, including:
  - duplication of the single-track sections on the Upfield railway line
  - tram and bus prioritisation at intersections
  - high-speed signalling
- Improve public transport service standards including better frequency, accessibility, reliability, and convenient interchange between services
- Continue the program of level crossing removals and ensure that the solutions in Moreland maximise the attractiveness and convenience of public transport, cycling and walking as transport options
- Ensure the public transport system uses 100% renewable energy sources to operate transport vehicles, including electric buses
- Collaborate with councils across Melbourne on walking and cycling projects, including prioritised funding to upgrade and extend infrastructure, and address network gaps
- Support the development of 20-minute neighbourhoods including increased residential densities around activity centres, well serviced by attractive public transport, cycling and walking options
- Develop a state-wide Electric and Autonomous Vehicle Strategy to ensure market-led sector disruption provides public benefits (and avoids unintended consequences)
- Set road standards to reduce speeds limits on local roads for walking and cycling safety
- Demonstrate leadership through purchase/lease of low emissions vehicles for government fleet

---

*Our key actions will be significantly accelerated if Federal and State Government deliver these priorities.

**Generating Local Renewable Energy**
**Using Less Energy**
**Low-Emissions Transport**
**Minimising the Urban Heat Island Effect**
**Actuating Our Community**
**Making it Happen**
MINIMISING THE URBAN HEAT ISLAND EFFECT

Community 2020 goal:
> Maintain or increase net canopy cover across Moreland

Council 2020 goals:
> Increase vegetation cover in Moreland’s public realm by planting 5,000 park and street trees annually
> Street trees to store 15,500 tonnes of CO₂ and sequester a further 984 tonnes of CO₂ annually
> Stormwater harvesting infrastructure capable of supplying 30ML per year of treated water for open space irrigation

Key actions

Council will:
> Implement the Moreland Urban Heat Island Effect Action Plan including:
  > Prioritising neighbourhood cooling initiatives in identified heat and vulnerability hotspots, including support for community greening initiatives (e.g. Upfield Urban Forest)
  > Implementing the new Moreland Urban Forest Strategy 2017-2027, including increased tree planting and selection of appropriate vegetation to maximise canopy cover and urban greening
  > Developing and implementing the Cooling the Upfield Corridor Action Plan
  > Begin implementing a new local law for tree protection on private land
  > Investigate other options to increase vegetation on private land including reviewing effectiveness of current planning controls
> Continue implementing Watermap 2020, including:
  > Integration of Water Sensitive Urban Design (WSUD) principles into street tree plantings and streetscape upgrades
  > Design and delivery of WSUD and stormwater harvesting projects in Jones Park, Brunswick and City Oval, Coburg
> Continue implementing the Moreland Open Space Strategy 2012 – 2022, including the ‘A Park Close to Home’ framework, which supports acquisition of land for new open spaces within Moreland ‘gap areas’
> Advocate the State Government on specific urban heat island effect priorities outlined in the ‘What others need to do’ section
MEFL will:
> Encourage improved thermal performance of housing in vulnerable areas through energy efficiency and renewable energy actions
> Seek funding for research and implementation of locally relevant heat health projects, in particular improving thermal performance of low income housing in vulnerable areas
> Raise awareness of UHIE and impact on vulnerable populations with service providers across Moreland, and promote precautionary actions
> Advocate the State Government on specific urban heat island effect priorities outlined in the 'What others need to do' section

Case Study
Cooling Communities

MEFL worked in partnership with Moreland City Council on a state government funded project to retrofit 10 social housing properties to make them more resilient to heat stress and improve comfort for the residents.

Upgrades included measures to improve building fabric (draught-proofing, insulation, awnings), natural cooling through vegetation and mechanical upgrades (fans and energy efficient reverse cycle air-conditioning). Solar panels and rainwater tanks were also installed to minimise ongoing expenses for residents.

Victorian Government
> Victorian Planning Authority (VPA) to provide state level strategic support for UHIE mitigation measures in the Metropolitan Open Space Strategy and Boulevard Strategy
> Set benchmarks for residential dwellings and develop planning policy which supports reduction in UHIE
> Provide funding and support for the naturalisation of the Moonee Ponds Creek catchment
> Provide support for large trees with significant canopy cover on state-owned roads
> Undertake periodic detailed thermal image mapping of urban areas to identify UHI hotspots to inform action across Melbourne’s north
> Direct Distribution Network Service Providers (DNSP) to investigate potential for bundling or undergrounding of electric cabling with consideration given to limitations (e.g. underground services, tree root zones etc.)
> Implement key recommendations of the Cooling Communities project including providing funding options for social housing providers to improve the thermal comfort of their properties

*Our key actions will be significantly accelerated if Federal and State Government deliver these priorities*
**ACTIVATING OUR COMMUNITY**

**TO REDUCE EMISSIONS**

**Community 2020 goals:**

- Increase in the proportion of Moreland households composting or worm farming (against 2010 figures)
- Increase in people who are informed on how to reduce their impact towards climate change (on 2014 levels)

**Council & MEFL 2020 goals:**

- Food and green waste kerbside collection service available to 70% of households in Moreland
- Increase the number of people across Moreland who receive information on how to reduce their impact towards climate change (on 2017 levels)

**Key actions**

**Council will:**

- Undertake a trial including food waste into green waste kerbside bins and then roll out across the wider community
- Develop and begin implementing the Waste and Litter Strategy 2018-2022
- Continue subsidising home composting and wormfarming through ‘Compost Community’ and support composting hubs at community gardens
- Support community-led initiatives that encourage sustainable consumption practices, including through Council’s grants program
- Foster a more resilient community and healthier environment by implementing the Moreland Food System Strategy including:
  - establishing two or more community gardens/public food growing sites in partnership with the local community
  - celebrating and rewarding diverse local food growing and preserving cultures through a local food festival
- Continue to support CERES in Brunswick, which runs extensive environmental education programs, urban agriculture projects, green technology demonstrations and social enterprises
- Support school and early learning centre sustainability through:
  - Council’s waste education program
  - the ResourceSmart Schools program support, facilitated by CERES
- Utilise communications channels to support the Moreland community in taking action to reduce their energy use and raise the profile of local groups that are driving action
- Improve the awareness of the ZCE Strategy in the Moreland community through visual communication tools e.g. a banner on Council’s main building
- Advocate the Federal and State Government on the priorities outlined in the ‘What others need to do’ section
**STRATEGIC DIRECTION #5**

**MEFL will:**
- Provide information to the community on ways they can reduce their energy use through a range of channels (workshops, events, website, etc.)
- Provide an annual forum to engage the Moreland community in the implementation and review of the Zero Carbon Evolution Strategy, and work with the community to consider how emerging issues should influence the strategy into the future
- Pilot a Zero Carbon Communities grant program to support community action on the Zero Carbon Evolution strategies
- Work with partners (CERES, Sustainability Victoria, Climate Action Moreland, Climate for Change etc) to support their work across Moreland
- Support the Moreland community in taking action to reduce their energy use
- Advocate the Federal and State Government on the priorities outlined in the ‘What others need to do’ section

**What others need to do:**

**Commonwealth Government**
- Increase awareness and drive adoption of Circular Economy business models and principles that are vital to Australia’s long term economic prosperity
- Expand the product stewardship scheme to include more products
- Fund climate change communication

**Victorian Government**
- Provide funding for critical waste infrastructure across Victoria including organics processing facilities and residual waste recovery
- Establish facilities and processes to support local recycling markets
- Provide greater focus and increased spending on education, information and programs on the impacts of our consumption, and waste avoidance and elimination strategies
- Maintain and expand ban on single use plastic bags
- Adopt a circular economy approach to waste management that prioritises waste avoidance and enforces the highest levels of resource recovery before landfill
- Maintain and accelerate community and business engagement activity in relation to resource use
- Provide support for behaviour change initiatives that minimise resource use
- Maintain or accelerate Melbourne Water’s goal of zero carbon by 2030

*Our key actions will be significantly accelerated if Federal and State Government deliver these priorities*
MORELAND COMMUNITY ACTIONS

Key actions

**Moreland Community will:**

- **Renewable energy**
  - Invest in rooftop or community solar and battery technology when appropriate
  - Choose GreenPower when buying electricity

- **Use less energy**
  - Understand and manage energy consumption to reduce energy usage
  - Take steps to increase the comfort and energy efficiency of their homes
  - Take advantage of government rebates for energy efficient products
  - Assess and implement energy efficiency actions in businesses and other organisations

- **Low emissions transport**
  - Choose walking and cycling to travel, particularly for short trips
  - Choose public transport as an alternative to driving
  - Consider car/ride share services as an alternative to owning a car
  - Choose the lowest emissions vehicle such as an electric or hybrid vehicle, if owning a car is necessary

- **Conscious consumption**
  - Use a food composting system at home such as a worm farm, Bokashi bin or compost bin, to reduce food waste to landfill
  - Act as conscious consumers and avoid unnecessary consumption and packaging, particularly plastic
  - Where producing waste is unavoidable, try to reuse, repurpose or recycle the waste responsibly

- **Cooler neighbourhoods**
  - Retain and increase vegetation coverage at home, particularly mature trees
  - Maintain and support vegetation including street trees on the nature strip
  - Grow food at home or as part of a community garden

- **Advocate for change**
  - Join a local community group that contributes towards reducing carbon emissions in Moreland
  - Join the voice of campaign organisations who are advocating for carbon reduction in our communities
  - Support Council in demanding strong and effective leadership from all levels of government on climate change
MORELAND COMMUNITY
TAKING ACTION

Case Study
Climate for Change
Climate for Change's mission is to create the social climate in Australia for effective action on climate change.
The members of this volunteer-powered not-for-profit believe that social change happens when ordinary people start having conversations with those they know and trust. Climate for Change has adopted the party-plan model to scale up community awareness and action on climate change.
Since their inception in 2015 they have supported 47 gatherings in Moreland, enabling over 400 people to have effective conversations with their peers about climate change.

Case Study
Upfield Urban Forest
The Upfield Shared Path, running parallel to the Upfield Train line, is one of the most used car-free spaces in Moreland. The Upfield Urban Forest group have a vision to transform this path and the green spaces either side of the train line, into a safe and beautiful urban forest where people can experience tranquility, shade, inspiration and connectedness.
Regular planting and maintenance days are organised by local community members working towards making this vision a reality. The group have a number of dedicated sites along the Upfield path and anyone is welcome to join in and lend a hand.

Case Study
CERES
Education is at the very core of CERES’ purpose, and it is the largest deliverer of environmental education in Australia. For the past 35 years it has been a place for innovative and immersive community-based learning and action focused on all aspects of sustainable living.
As well as providing education pathways for adults and children, CERES runs a fully functioning urban farm, organic food market, nursery and café. It is a significant community sustainability hub and demonstration site for Moreland and the wider community.
CERES’ contribution has been recognised at the Premiers Sustainability Awards, winning the Education Category in 2017.
Achieving the ambitious goals outlined in this Strategy will only be possible through collaborative effort, strong partnerships, and commitment across the Moreland community and all levels of government.

This table has been prepared to focus on the key actions that Council and MEFL can influence, and propose to deliver between 2018 - 2020. The investment secured for implementation is dependant on Council’s annual budget allocation processes.

**Beyond 2020, Moreland Council has set a target for zero carbon for Moreland by 2040. In parallel with this Strategy, a Zero Carbon 2040 Framework has been developed, which sets out a community-led vision and pathway for achieving a zero carbon Moreland by 2040.**

<table>
<thead>
<tr>
<th>Strategic Direction</th>
<th>Key Programs/Projects</th>
<th>Description/delivery approach</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERATING LOCAL RENEWABLE ENERGY</strong></td>
<td>Positive Charge residential solar products, services and campaigns</td>
<td>Offer solar and battery products from trusted suppliers to the Moreland community, and deliver targeted campaigns that overcome barriers to solar</td>
</tr>
<tr>
<td></td>
<td>Solar for Business program</td>
<td>Offer competitive solar PV system packages, access to finance options (e.g. EUAs), and dedicated support for Moreland businesses</td>
</tr>
<tr>
<td></td>
<td>Solar on Leased Facilities program</td>
<td>Accelerated roll out to enable up to 15 Council-owned facilities to install solar at no upfront cost, with the tenants repaying the costs to Council through an environmental charge over an agreed period (e.g. 10 years)</td>
</tr>
<tr>
<td></td>
<td>Melbourne Renewable Energy Project (MREP)</td>
<td>Purchase 100% of electricity for Council operations from Crowlands Windfarm (commissioning scheduled for December 2019)</td>
</tr>
<tr>
<td></td>
<td>Accelerating Solar</td>
<td>Develop opportunities to support residential solar uptake through residential Environment Upgrade Agreements (EUAs) or alternative options.</td>
</tr>
<tr>
<td>Lead responsibility</td>
<td>Link to 2020 goal(s)</td>
<td>Resourcing required over 2018/2019 &amp; 2019/2020*</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------------</td>
<td>-------------------------------------------------</td>
</tr>
<tr>
<td>MEFL through Positive Charge with support from Council</td>
<td>Contributes to MEFL goal of 4.4MW of new solar PV installed through Positive Charge</td>
<td>$150,000 per annum operating project budget for delivery of ZCE Program (renewable energy services) via MEFL. Positive Charge Program is also supported by Council’s Base MOU funding to MEFL (2018/2019 - $426,110 with CPI increase for remainder of MOU term)</td>
</tr>
<tr>
<td>MEFL through Positive Charge with support from Council</td>
<td>Contributes to MEFL goal of 4.4MW of new solar PV installed through Positive Charge</td>
<td>As above</td>
</tr>
<tr>
<td>Council with support from MEFL</td>
<td>Contributes to Council goal of 1.6MW of solar installed on Council buildings and facilities</td>
<td>$300,000 (total) over 2018/2019 – 2019/2020 operating project budget, which includes use of approximately $70,000 income from tenant repayments</td>
</tr>
<tr>
<td>Council</td>
<td>Leadership – reduces Council’s residual GHG emissions prior to offsetting for certified ‘carbon neutrality’</td>
<td>Within existing resources</td>
</tr>
<tr>
<td>Council with support from MEFL and Better Building Finance</td>
<td>Contributes to MEFL goal of 4.4MW of new solar PV installed through Positive Charge</td>
<td>$49,000 in 2018/19 operating project budget</td>
</tr>
</tbody>
</table>

*Subject to Council’s annual budgeting process
<table>
<thead>
<tr>
<th>Strategic Direction</th>
<th>Key Programs/Projects</th>
<th>Description/delivery approach</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>USE LESS ENERGY</strong></td>
<td>Positive Charge energy efficiency products, services, information and advice</td>
<td>Offer energy efficiency products and services from quality suppliers, and provide up-to-date information and advice to the Moreland community</td>
</tr>
<tr>
<td></td>
<td>Environmental Upgrade Agreements (EUAs)</td>
<td>Continue to offer Environmental Upgrade Agreement finance to Moreland businesses to support improvements in the operational efficiency of commercial and industrial buildings in the municipality</td>
</tr>
<tr>
<td></td>
<td>Local ESD Policy (Clause 22.08 in Moreland Planning Scheme) and proactive enforcement</td>
<td>Continued implementation of Moreland's local ESD policy, investigate and increase proactive enforcement to monitor and improve compliance with ESD planning permit obligations</td>
</tr>
<tr>
<td></td>
<td>Sustainable Council buildings</td>
<td>Council building projects (new buildings, renewals, upgrades etc.) to comply with strict ESD standards as per the Moreland Sustainable Buildings Policy</td>
</tr>
<tr>
<td></td>
<td>Public Lighting Upgrade program</td>
<td>Progressively upgrade public lighting (e.g. in parks and sports fields) to energy efficient LEDs</td>
</tr>
<tr>
<td><strong>LOW EMISSIONS TRANSPORT</strong></td>
<td>New Moreland Integrated Transport Strategy (MITS)</td>
<td>Develop and commence implementation of new MITS</td>
</tr>
<tr>
<td></td>
<td>Renewable Hydrogen Refuelling Station and Waste Truck trial</td>
<td>Collaborate with private sector consortium towards design, approvals, financing, construction and commissioning (for truck trial) of a hydrogen refuelling station</td>
</tr>
<tr>
<td></td>
<td>Priority cycling infrastructure projects</td>
<td>Deliver top 10 priority cycling infrastructure projects such as lighting upgrades to Upland Shared Path, Craigieburn Shared Path, safety upgrades and more bike parking hoops</td>
</tr>
<tr>
<td></td>
<td>Electric Vehicle charging network</td>
<td>Increase public electric vehicle charging network including installation of two fast charge stations at Oak Park, and investigation of additional installations on priority transport corridors</td>
</tr>
<tr>
<td></td>
<td>Pedestrian friendly streetscape upgrades</td>
<td>Deliver pedestrian-friendly infrastructure such as raised pedestrian crossings and compliant pram ramps at priority sites including shopping centres, schools, and near aged care and health care facilities</td>
</tr>
<tr>
<td></td>
<td>New Corporate Fleet Policy</td>
<td>Update and adopt corporate fleet policy to support and incentivize alternatives to fossil fuel powered vehicles. This will include maximising the use of electric bicycles and electric vehicles, and promoting higher efficiency standards for vehicles where an electric alternative is not available</td>
</tr>
</tbody>
</table>
### Lead responsibility

<table>
<thead>
<tr>
<th>Lead responsibility</th>
<th>Link to 2020 goal(s)</th>
<th>Resourcing required over 2018/2019 &amp; 2019/2020*</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEFIL through Positive Charge with support from Council</td>
<td>Contributes to MEFIL goal of 4250 tonnes of GHG emissions reduction through Positive Charge</td>
<td>$150,000 per annum operating project budget for delivery of ZCE Program (energy efficiency services) via MEFIL. Positive Charge Program is also supported by Council's Base MOU funding to MEFIL</td>
</tr>
<tr>
<td>Council with support from MEFIL and Better Buildings Finance</td>
<td>Contributes to Community goal of 10% reduction in commercial and industrial energy use</td>
<td>Within existing resources</td>
</tr>
<tr>
<td>Council (ESD Unit and City Development Branch)</td>
<td>Delivers Council goal that new developments exceed minimum standards for energy efficiency by at least 10%</td>
<td>Partially within existing resources - utilising existing base resources for referrals/advice (ESD Unit); new resource for 1 x ESD referrals officer till December 2019 and new resource for proactive enforcement officers (x 2) to 2020/2021</td>
</tr>
<tr>
<td>Council (Capital Works Planning and Delivery Branch with ESD Unit support)</td>
<td>Leadership – reduces Council's residual GHG emissions prior to offsetting for certified 'carbon neutrality'</td>
<td>Within existing resources</td>
</tr>
<tr>
<td>Council (Open Space Design and Development Unit with ESD support)</td>
<td>Leadership – reduces Council's residual GHG emissions prior to offsetting for certified 'carbon neutrality'</td>
<td>Within existing resources, Council's capital program ($155,000 in 2018/2019 and $180,000 in 2019/2020)</td>
</tr>
<tr>
<td>Council (Strategic Transport and Compliance Branch)</td>
<td>Contributes to Community goal to increase proportion of households using sustainable transport (walking, cycling and public transport) to travel to work</td>
<td>To be confirmed, this is subject to outcomes of Council's new Moreland Integrated Transport Strategy (MITS) under development (note: existing transport strategy implementation is approximately $15 million per financial year)</td>
</tr>
<tr>
<td>Council (ESD Unit, City Infrastructure Department, Property and Governance Branch and Finance Branch)</td>
<td>Contributes to Council goal of 1.65MW of solar installed on Council buildings and facilities, as well as reducing Council's residual GHG emissions prior to offsetting for certified 'carbon neutrality'</td>
<td>Within existing resources including: existing base resources and Council's $1.5 million capital program; $1 million from DELWP grant funding; and remainder of funding from private partner(s) (to be confirmed)</td>
</tr>
<tr>
<td>Council (Strategic Transport &amp; Capital Works and Delivery Branches)</td>
<td>Delivers Council goal of facilitating walking and cycling by creating over 2.3km of new shared paths</td>
<td>$848,000 including additional project management resources over 2018/2019 – 2019/2020</td>
</tr>
<tr>
<td>Council (ESD Unit, Strategic Transport and Compliance &amp; Capital Works and Delivery Branches)</td>
<td>Leadership – supports uptake of electric vehicles through access to ‘zero emissions’ public charging</td>
<td>Within existing base resources to undertake feasibility of additional installations; new capital and/or grant funding may be required for additional installations beyond Oak Park</td>
</tr>
<tr>
<td>Council Strategic Transport and Compliance &amp; Capital Works and Delivery Branches</td>
<td>Contributes to Community goal to increase proportion of households using sustainable transport (walking, cycling and public transport) to travel to work</td>
<td>Within existing resources, utilising up to $560,000 over 2018/2019 – 2019/2020, Council's capital program for pedestrian friendly streetscape upgrades</td>
</tr>
<tr>
<td>Council (City Infrastructure Department; ESD Unit and Human Resources Branch)</td>
<td>Leadership – demonstrates adoption of zero emissions electric vehicles and reduces Council's residual GHG emissions prior to offsetting for certified ‘carbon neutrality’</td>
<td>Within existing resources (base, operational and capital)</td>
</tr>
</tbody>
</table>

*Subject to Council’s annual budgeting process*
### MINIMISING THE URBAN HEAT ISLAND EFFECT

<table>
<thead>
<tr>
<th>Strategic Direction</th>
<th>Key Programs/Projects</th>
<th>Description/delivery approach</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street and park tree planting program</td>
<td>Increase vegetation cover in Moreland through ongoing street and park tree planting and maintenance</td>
<td></td>
</tr>
<tr>
<td>Cooling the Upfield Corridor Action Plan/program</td>
<td>A strategy for progressively introducing shade, greening and WSUD into the public realm along the Upfield Corridor</td>
<td></td>
</tr>
<tr>
<td>Water Sensitive Urban Design (WSUD) infrastructure</td>
<td>Progress design and construction of WSUD at Jones Park, Brunswick and begin concept design of another WSUD in the Merri Creek corridor</td>
<td></td>
</tr>
<tr>
<td>Stormwater harvesting and reuse</td>
<td>Design and construct stormwater harvesting infrastructure at City Oval in Coburg to supply ‘fit for purpose’ water for irrigation</td>
<td></td>
</tr>
</tbody>
</table>

### ACTIVATING OUR COMMUNITY TO REDUCE EMISSIONS

<table>
<thead>
<tr>
<th>Strategic Direction</th>
<th>Key Programs/Projects</th>
<th>Description/delivery approach</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kerbside food and green waste collection trial</td>
<td>Deliver a trial of food waste into green waste kerbside bins and integrate lessons into roll out across Moreland</td>
<td></td>
</tr>
<tr>
<td>New Waste and Litter Strategy</td>
<td>Develop and begin implementing the new Waste and Litter Strategy with a strong focus on waste avoidance and community behavior change</td>
<td></td>
</tr>
<tr>
<td>ZCE community engagement activities</td>
<td>Maintain and/or expand the ZCE community engagement program including social media, online community collaboration space (website), annual community forum, attendance at events, etc.</td>
<td></td>
</tr>
<tr>
<td>Moreland Food System Strategy implementation</td>
<td>Implement the Food System Strategy including establishing two or more community gardens / public food growing sites, and holding a local food festival</td>
<td></td>
</tr>
<tr>
<td>Lead responsibility</td>
<td>Link to 2020 goal(s)</td>
<td>Resourcing required over 2018/2019 &amp; 2019/2020*</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>Council (Open Space Maintenance Unit)</td>
<td>Council goal to increase vegetation cover in Moreland's public realm by planting 5,000 trees annually</td>
<td>Within existing resources, $500,000 per annum, Council’s capital program for street and park tree planting program.</td>
</tr>
<tr>
<td>Council (Urban Design Unit)</td>
<td>Long term contribution to net canopy cover across Moreland</td>
<td>To be confirmed, this is subject to outcomes of Council’s new Cooling the Upfield Corridor Action Plan currently under development.</td>
</tr>
<tr>
<td>Council (ESD Unit)</td>
<td>Contributes to Watermap 2020 goals and local cooling</td>
<td>Within existing resources, $300,000 per annum. Council’s capital program; ESD Unit will continue to seek external grant funding opportunities to support project delivery.</td>
</tr>
<tr>
<td>Council (ESD Unit)</td>
<td>Contributes to Watermap 2020 goals and local cooling</td>
<td>Within existing resources, $100,000 for design and $700,000 for construction per project. Council’s capital program; ESD Unit will continue to seek external grant funding opportunities to support project delivery.</td>
</tr>
<tr>
<td>Council (Waste Services Unit)</td>
<td>Council goal of a food and green waste kerbside collection service available to 70% of households in Moreland</td>
<td>To be confirmed, this is subject to outcomes of Council’s new Waste and Litter Strategy under development.</td>
</tr>
<tr>
<td>Council (Waste Services Unit)</td>
<td>Council goal for a food and green waste kerbside collection service available to 70% of households in Moreland</td>
<td>To be confirmed, this is subject to outcomes of Council’s new Waste and Litter Strategy under development.</td>
</tr>
<tr>
<td>Council (Waste Services Unit)</td>
<td>Contributes to Community goal to decrease the proportion of households composting or wormfarming</td>
<td></td>
</tr>
<tr>
<td>MEFL with Council support</td>
<td>Contributes to the MEFL goal to increase the number of people across Moreland who receive information on how to reduce their impact towards climate change</td>
<td>$100,000 operating project budget for delivery of ZCE Program (community engagement) via MEFL. MEFL are also supported to undertake community engagement activities via Council’s Base MOU funding to MEFL.</td>
</tr>
<tr>
<td>Council (Community Development and Social Policy Unit)</td>
<td>Contributes to Community goal to increase the proportion of households composting or wormfarming</td>
<td>Within existing resources, $100,000 per annum for food systems strategy implementation (including part-time officer).</td>
</tr>
</tbody>
</table>

*Subject to Council's annual budgeting process
### Moreland Language Link

<table>
<thead>
<tr>
<th>Language</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>9280 1910</td>
</tr>
<tr>
<td>हिंदी</td>
<td>9280 1918</td>
</tr>
<tr>
<td>Italiano</td>
<td>9280 1911</td>
</tr>
<tr>
<td>蘭語</td>
<td>9280 0750</td>
</tr>
<tr>
<td>Ελληνικα</td>
<td>9280 1912</td>
</tr>
<tr>
<td>भोजपुरी</td>
<td>9280 0751</td>
</tr>
<tr>
<td>Arabic</td>
<td>9280 1913</td>
</tr>
<tr>
<td>Türkçe</td>
<td>9280 1914</td>
</tr>
<tr>
<td>Tiếng Việt</td>
<td>9280 1915</td>
</tr>
<tr>
<td>All other languages</td>
<td>9280 1919</td>
</tr>
</tbody>
</table>

**Disclaimer**

This publication is produced by Moreland City Council and is intended for information and communication purposes only. Although this publication may be of assistance to you, Moreland City Council does not guarantee that it is without flaw of any kind or is wholly appropriate for your particular purposes. It and its employees do not accept any responsibility, and indeed expressly disclaim any liability, for any losses or damage, whether direct or consequential, suffered by any person as the result of or arising from reliance on any information contained in the publication.

© All applicable copyrights reserved for Moreland City Council. Except for any uses permitted under the Copyright Act 1956 (Cth), no part of this publication may be reproduced in any manner or in any medium (whether electronic or otherwise) without the express permission of Moreland City Council.
Moreland Zero Carbon – 2040 Framework
Acknowledgments

During 2017–18 Moreland City Council (Council) engaged Moreland Energy Foundation Limited (MEFL) to collaboratively develop this Moreland Zero Carbon – 2040 Framework (the Framework). After receiving input from over 70 members of the Moreland community, the Framework was developed and tested with a “brain trust” of local experts in their field. Thanks to everyone who helped develop the Community Vision for 2040 and brought their expertise to this process.

This Framework builds on the original 2014 Zero Carbon Evolution (ZCE) Strategy and the ZCE – Refresh to 2020 which was also developed over 2017–2018 to reset targets and actions for the final two years (to 2020) of the original strategy.

For more information about Moreland Zero Carbon: 
morelandzerocarbon.org.au

About the 2040 Framework

This Framework outlines our community vision and strategic directions for the transition to zero carbon in Moreland by 2040. This overarching Framework will inform 5-yearly action plans to drive the transition to zero emissions. The initial Zero Carbon Action Plan 2020 – 2025 will be prepared for community consultation in the first half of 2019.

Council’s target of a zero emissions Moreland by 2040 is 10 years ahead of the State Government’s target for reaching zero emissions in Victoria. This requires Council and MEFL to take the lead and provide support and a clear direction for strong collaboration and action from our community.

Achieving the 2040 Vision will require embedding zero carbon thinking across all Council services, operations, spheres of influence and decision-making. However, Council and MEFL cannot deliver our zero carbon aspiration alone; we need high levels of stakeholder and community involvement to hit this target. Council needs to secure ongoing commitment and action from a wide range of collaborators. Developing partnerships, celebrating success and promoting innovation in Moreland is crucial.

The Framework reflects our focus on driving emissions reductions across the three key sources of the Moreland community’s greenhouse gas emissions: stationary energy, transport and waste. While adaptation – by government, community and business – to the impacts of climate change that are already happening is crucial, climate change adaptation is not the focus of this Framework.

Given our rapidly changing world and city, the Framework aims to be flexible enough to allow for uncertainty and continued change.
Getting to 2040

Given the very dynamic social, political and technological context, it is not feasible to define specific initiatives and advocacy priorities for the entire 20 years between 2020 and 2040.

This Moreland Zero Carbon – 2040 Framework defines the key priorities for driving emissions reductions across the three target areas: energy transition, sustainable transport and waste and consumption over the first five years (2020 – 2025) and beyond. The key priorities for action and advocacy outcomes within the Framework will be reviewed each five years and re-set for the following five-years.

Five-yearly Zero Carbon Action Plans will be developed to set medium-term targets and map out priority projects and programs (including advocacy) to take advantage of the social, political and technological context at the time. These five-yearly action plans will be checked for consistency against the 2040 Vision and Principles.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Develop a Zero Carbon Action Plan</td>
<td>Five-yearly</td>
</tr>
<tr>
<td>Review / refresh the 2040 Framework</td>
<td>Five-yearly</td>
</tr>
<tr>
<td>Progress report to Council</td>
<td>Annual</td>
</tr>
<tr>
<td>Complete a Moreland community GHG emissions profile</td>
<td>Four-yearly (or otherwise as required)</td>
</tr>
</tbody>
</table>
## 2040 Framework Summary

### Zero Carbon Moreland – 2040 Framework

**By 2040 Moreland has transitioned to become a zero carbon community.**

<table>
<thead>
<tr>
<th>Principles</th>
<th>Vision</th>
<th>Energy Transition: Efficient and 100% renewable energy powered system</th>
<th>Sustainable Transport: Active or zero-emissions transport</th>
<th>Waste and Consumption: Circular economy with zero waste</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilitate a just and inclusive transition</td>
<td>Leadership and innovation</td>
<td>Mobilising the community</td>
<td>Advocacy</td>
<td>Partnerships</td>
</tr>
<tr>
<td>Boost resilience and livability</td>
<td>Strategic direction and 2040 goals</td>
<td>Work collaboratively and learn from others</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plan ahead and invest for the future</td>
<td>Key priorities in Moreland</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Build cohesive, healthy and sustainable urban systems</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### 2020–2025

- Increase environmentally sustainable design outcomes for energy efficiency and renewables via planning, enforcement and advocacy
- Assist low-income households and renters to overcome barriers to energy transition (e.g. test financial models and targeted programs)
- Encourage switch from using gas for cooking and heating to high-efficiency electric alternatives
- Continue reducing Council’s residual emissions: reduce electricity and gas use, only buy 100% renewable generated electricity, and continue installing rooftop solar
- Test models for brokerage and aggregation of energy services that could be scaled
- Support and showcase residents and businesses undertaking the energy transition
- Lead the community engagement to drive local action

#### Longer term

- Develop a clean tech incubator hub
- Pursue a policy pathway for a Zero Carbon Moreland Planning Scheme
- Test new ideas for zero-carbon buildings with developers
- Scale up effective models

#### 2020–2025

- Transition Council’s fleet to low or zero-emission vehicles
- Invest in infrastructure to support active travel and public transport
- Collaborate to deliver travel behavior change campaigns
- Amend the Planning Scheme to reduce car parking requirements and enable funding for sustainable transport
- Increase design standards in Planning Policy to create more walking and cycling friendly developments
- Support public access to renewable powered electric vehicle charging

#### Longer term

- Disincentivise use of private cars
- Realise new space used for private vehicle travel and parking to support sustainable transport use and other purposes
- Advocate to ensure new mobility technologies (e.g., autonomous vehicles) deliver broad environmental and social benefits
- Explore options for digital delivery of essential Council services (excluding unnecessary car trips)

#### Waste and Consumption

- Practically reduce the amount of organics sent to landfill
- Ensure excellence in municipal waste service contracts
- Assist Moreland food businesses to avoid and divert food waste from landfill
- Drive down waste and increase use of recycled content products through Council’s procurement policy and practice
- Foster expansion of local sharing groups
- Engage and activate the community as conscious consumers
- Support responsible waste management in new developments via Planning Scheme standards and enforcement

#### Longer term

- Promote Moreland as a hub for sustainable design and manufacture
- Support local recycling and reuse-focused businesses
- Collaborate to encourage adoption of low carbon plant-based diets
- Facilitate trials of promising emerging technologies
Our rapidly changing world

It is important to recognise the bigger picture we are working within – along with the many challenges and opportunities to Council may face when accelerating the transition to zero carbon. It is important to remember that people within our local community will have different experiences and responses to changes in our environment, our society and our economy. The challenges noted below are far from comprehensive. Responding to these challenges to achieving an equitable, sustainable zero carbon future will require a diversity of responses from across our society.

Climate change and resource scarcity

<table>
<thead>
<tr>
<th>Global trend</th>
<th>National and local trend</th>
<th>Challenges</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase in frequency and severity of extreme weather events</td>
<td>More frequent and intense hot days (above 35 degrees)</td>
<td>Acting effectively and urgently to reduce carbon emissions so that we avoid dangerous (or even catastrophic) social, environmental and economic impacts</td>
</tr>
<tr>
<td>Depletion of critical natural resources</td>
<td>Harsher bushfire weather and extreme rainfall events</td>
<td>Reducing risks to public health and outdoor worker productivity due to more frequent and intense heatwaves and hot weather</td>
</tr>
<tr>
<td>Global conflict over natural resources</td>
<td>Rising greenhouse gas (GHG) emissions – Australia’s emissions have risen every quarter from March 2015 to September 2017</td>
<td>Managing pressure on existing and new infrastructure to cope with increasingly extreme weather</td>
</tr>
<tr>
<td>Sea level rise due to global warming</td>
<td></td>
<td>Rethinking how we can live well together with increasingly limited and unsustainable resources</td>
</tr>
<tr>
<td>Biodiversity in decline</td>
<td></td>
<td>Minimising social and economic impacts of extreme weather</td>
</tr>
</tbody>
</table>

Rapid urbanisation

<table>
<thead>
<tr>
<th>Global trend</th>
<th>National and local trend</th>
<th>Challenges</th>
</tr>
</thead>
<tbody>
<tr>
<td>Growing urban population – by 2030 around 60% of the population will live in urban areas</td>
<td>Higher densities of housing</td>
<td>Managing increased demands on infrastructure, services, job creation and resources</td>
</tr>
<tr>
<td></td>
<td>Increase in congestion on arterial roads, longer commute times, and public transport at capacity during peak times</td>
<td>Increasing the energy-efficiency performance of residential and commercial buildings to ensure poor performance is not ‘locked in’ for decades</td>
</tr>
</tbody>
</table>

---

1 Many of the trends in this section were identified in [Our Future World report](https://csiroresearchpublications.csiro.au/item/14707) (2017)
<table>
<thead>
<tr>
<th>Energy supply and investment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Global trend</td>
</tr>
<tr>
<td>---------------</td>
</tr>
<tr>
<td>• Major uptake in various forms of renewable energy – renewable sources accounted for 55.3% of all the gigawatts of new power generation added in 2016⁴</td>
</tr>
<tr>
<td>• Increase in uptake of high efficiency products e.g. LEDs lights, white goods</td>
</tr>
<tr>
<td>• Shift in energy use as electric vehicle uptake increases</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Demographic and social / economic change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Global trend</td>
</tr>
<tr>
<td>---------------</td>
</tr>
<tr>
<td>• Increasing world population – this is projected to rise by more than 1 billion by 2030⁶, bringing it to over eight billion</td>
</tr>
</tbody>
</table>

---

⁵ Clean Energy Australia Report (2016) Clean Energy Council, Australia
⁶ World Population Prospects (2017) United Nations Department of Economic and Social Affairs
- Ageing population in OECD countries
- Economic power shift towards Global South: 75% of growth to come from emerging economies
- Ongoing automation of jobs
- Migration due to climate change
- Increasing social / financial inequality

<table>
<thead>
<tr>
<th>Global trend</th>
<th>National and local trend</th>
<th>Challenges</th>
</tr>
</thead>
<tbody>
<tr>
<td>More abundant, cheaper and more modular digital technology than ever before</td>
<td>Rapidly growing online retail and teleworking in Australia</td>
<td>Affordability of innovative and/or energy efficient products and services</td>
</tr>
<tr>
<td>More people and businesses are accessing services online</td>
<td>Growth of new online service and sharing platforms, e.g. Car Next Door, Good Karma Networks, Airbnb</td>
<td>Risk of increasing social isolation and waste generation from online deliveries e.g. Uber Eats</td>
</tr>
<tr>
<td>Access to open data has empowered consumers and spawned new industries</td>
<td>Increasing awareness of issues around data security and privacy</td>
<td>Keeping up with the pace of technological change so that it benefits everyone in the community equitably</td>
</tr>
<tr>
<td>The next waves of technology – the Internet of Things (IoT), virtual reality, Artificial Intelligence (AI), robotics – are transforming current ways of living</td>
<td></td>
<td>Creating spaces and opportunities for our local community to encounter each other face-to-face outside their ‘social media bubble’</td>
</tr>
</tbody>
</table>

---

7 ABS 2016 Census data and forecasts

Delivering targeted sustainability education and behaviour-change programs in an increasingly abundant and competitive media environment
- Suburbs within Moreland have very divergent levels of socio-economic status, therefore have varying service delivery needs
- Understanding cultural differences and developing effective ways to engage and activate our socially and culturally diverse community
- Managing demand for new products with the need to reduce resource consumption overall

Technological change

47
Our Vision for 2040

By 2040 Moreland has transitioned to become a zero carbon community.

Our 2040 vision for Energy Transition achieves the goal of Efficient and 100% renewably powered energy:

- The buildings we live and work in are highly energy efficient – well insulated and built or retrofitted for comfort
- Households and businesses generate, store and export renewable electricity locally
- The national grid is powered by 100% renewable energy
- Homes and businesses are powered only by electricity, following a supported phase-out of gas
- Residents and businesses are proactive and engaged energy users and help to manage demand by smart use of electricity and local storage
- Energy is often generated and traded at a community level, so everyone can access local, renewable energy even if they cannot produce it on their home.

Our 2040 vision for Sustainable Transport achieves the goal of Active and zero emissions transport:

- Most people choose to walk or cycle to get around locally because its healthy, free, safe and convenient
- Moreland is known for its pedestrian and cycle-friendly streetscapes
- Many residents work, play and access services close to home, in ‘20 minute neighborhoods’ designed to suit people (rather than cars)
- Renewable-powered buses, trams and trains provide a quick, reliable and affordable way to travel
- Use of electric ‘car/ride share’ services complement active travel and public transport options, helping to reduce private vehicle ownership
- Low rates of private car ownership have seen car parks converted to green and public open spaces
- Clean and quiet freight trucks (fueled by renewable hydrogen or electricity) complement ‘last mile’ freight delivery by bikes, electric scooters and vans.

Our 2040 vision for Waste and Consumption achieves the goal of a Circular economy with zero waste:

- Households and food businesses avoid generating food waste (and save money!)
- A ‘conscious consumer’ mindset is the norm where waste is seen as a resource. Consumption is reduced as the community reduces what it purchases, then re-uses, repurposes, recycles, and buys recycled
- People enjoy low-carbon diets
- Local reuse, exchange, share and recycling groups and services are thriving
- Local businesses prosper by creating or providing sustainable goods and services
- Many products are made from recycled materials and are easy to recycle in Australia
- All organic waste is composted or processed to create other useful products (such as mulch, compost, biogas, biochar)
- Waste collection and processing is powered by renewable energy
- Moreland’s contribution to landfill gas emissions are minimal, and residual emissions are captured to generate electricity
- Melbourne Water’s wastewater management generates zero net emissions.

**Our Principles**

Action over the next twenty years to achieve our Vision for a zero carbon Moreland will be underpinned by five principles used to guide decision-making by Council. Applying these principles will help ensure that we achieve our goals in a way that minimises unintended or undesirable outcomes on our pathway to zero carbon.

<table>
<thead>
<tr>
<th>Facilitate a just and inclusive transition</th>
<th>Boost resilience and liveability</th>
<th>Plan ahead and invest for the future</th>
<th>Build cohesive, healthy and sustainable urban systems</th>
<th>Work collaboratively &amp; learn from others</th>
</tr>
</thead>
<tbody>
<tr>
<td>• The pathway must be socially equitable and not only accessible to privileged individuals or social groups. It must ensure everyone in Moreland can benefit from a zero carbon future</td>
<td>• The pathway must build resilience in the broader community and have a positive effect on the general amenity and liveability of Moreland</td>
<td>• The pathway must acknowledge that decisions made now can create long-term positive or negative impacts. Take advantage of the latest technologies in order to avoid ‘locking in’ high emissions from long-lived assets for years to come</td>
<td>• The homes and buildings we live and work in, and the way we move about our city are crucial to our wellbeing. The pathway should provide an opportunity to re-create our city as a place to sustain us into the future</td>
<td>• Council cannot do this alone: all levels of government, business, community groups and individuals need to work together and contribute in different ways to the shared goal of a zero carbon future</td>
</tr>
</tbody>
</table>
Our Strategic Directions for Zero Carbon

At least every four years, Council develops a community emissions profile using the Global Protocol for Community-Based Emissions (GPC)\(^8\), an international standard for measuring greenhouse gas emissions at the local level.

![Moreland's Greenhouse Gas Emissions by sector 2013/14](image)

The Moreland GPC-compliant community emissions profile clearly identifies the three major sources of greenhouse gas emissions in Moreland which has clarified these as our Strategic Directions for the transition to zero carbon:

- **Stationary energy**
  This includes emissions from electricity generated within and outside the municipal boundaries, fuels consumed within the municipal area in the manufacturing, construction and commercial sectors, and domestic heating and cooking with natural gas.

- **Transport**
  This includes emissions associated with transport including passenger and commercial vehicles and buses. It does not include air travel as there is no airport within the municipality, nor tram and train travel because these services start and end outside the Moreland municipal boundaries. This

methodology avoids ‘double counting’ of emissions that would be included in the emissions profiles of other municipalities.

- **Waste**
  This includes methane emissions from the breakdown of solid waste sent to landfill and from the decomposition of organic matter in sewage during disposal of domestic, commercial and industrial wastewater. Management of emissions from wastewater is under the full control of Melbourne Water, which plans to be carbon neutral by 2030.

Beyond the direct emissions reflected in our municipal emissions profile, we acknowledge the emissions associated with our consumption of goods and services in Moreland will often be reflected in the emissions profile of other countries and other council areas. For example, most of the food, clothing and appliances we buy are produced elsewhere and transported to us, and reducing these ‘consumption-based emissions’ is considered within Strategic Direction 3: Waste and consumption.

This section outlines the Framework’s three Strategic Directions and the related 2040 goal; touching on why each is important, the tensions within each goal, and key priorities for 2020 – 2025 and beyond.

**Strategic Direction 1: Energy Transition**

<table>
<thead>
<tr>
<th><strong>Goal</strong>: Efficient and 100% renewably powered energy</th>
</tr>
</thead>
</table>

**Why is this important?**
Electricity and gas use make up over 50% of the emissions in Moreland. Switching electricity supply from fossil fuels to renewable energy will have the most significant impact on carbon emissions. This includes phasing out gas.

**Tensions within the goal**
Ensuring an ongoing focus on **both energy efficiency and local and statewide renewables generation** is key. Energy efficiency reduces the investment required for electricity generation, and so combining the two pathways is wiser than simply relying on a transition to a 100% renewable energy grid.

**Key priorities**

**2020 to 2025**
- Show leadership through continuing to reduce energy use in Council’s own facilities and operations and maintaining Carbon Neutral status
- Seek to raise Environmentally Sustainable Design (ESD) standards within the Moreland Planning Scheme and ensure compliance, while advocating for ESD standards to be made permanent in either local or State Planning Policy
- Facilitate the transition to energy efficiency and renewable energy by advocating for and testing financial models and programs to assist adoption by low income household, landlords, renters etc.
● Test out models of brokerage and aggregation of energy services for the community that can be scaled, in order to stimulate the market and get more cost effective and low carbon energy options
● Encourage the switch from using gas for cooking and heating to high-efficiency electric alternatives
● Recognise and promote local households and businesses undertaking energy transition
● Lead the community conversation and increase energy literacy through MEFL and consumer organisations, taking neighbourhood-level approaches.

Long term
● Develop a clean tech incubator hub/service in Moreland to support and encourage new technology and the businesses that develop them
● Develop and progress a policy pathway for low/zero carbon buildings in the Moreland Planning Scheme
● Partner with property developers to test new ideas for zero carbon buildings
● Scale up delivery/program models that are found to be most effective.

Strategic Direction 2: Sustainable transport

**Goal:** Active and zero emissions transport

**Why is this important?**
Transport emissions makes up over a quarter of the emissions in Moreland. 60% of journeys under five kilometers in Moreland are made by car**, so the opportunity for switching to active modes of transport (walking and cycling) is significant.

**Tensions within the goal**
- Too much focus on switching to 100% renewable vehicles rather than also increasing sustainable travel modes risks many households owning one or more (electric/autonomous) cars and missing out on the benefits of transitioning to low rates of private car ownership; being reduced congestion, better health and converting car parks to new public open space.
- As we increase density to create “20-minute neighbourhoods” (where most of people’s everyday needs are within a 20-minute walk, cycle or local public transport trip of their home) we need to carefully plan and deliver community infrastructure, while protecting and enhancing overall amenity and access to green space.

**Key priorities**

2020 to 2025
- Transitioning Council’s vehicle fleet to low or ‘zero emissions’ (e.g. renewable electric and hydrogen)
- Strategic investment in transport infrastructure and streetscape renewal to create walking- and cycling-friendly neighbourhoods and activity centres, which also foster public transport use


---

• Collaborate with others (e.g. health organisations, Bicycle Network, bicycle retailers, schools) to deliver effective behavior change and advocacy campaigns
• Amend the Moreland Planning Scheme to reduce requirements for car parking, and investigate (and implement if feasible) a new mechanism for developers to financially contribute to sustainable transport initiatives
• Support access to electric vehicle (EV) charging stations (powered by renewable energy) to keep pace with rates of EV adoption

Long term
• Implement fair measures to progressively disincentivise use of private (petrol/diesel) cars while continuing to enhance walking, cycling and public transport options
• Progressively reallocate space used for private vehicle travel and parking to support sustainable transport use and other livability benefits (e.g. new open space)
• Advocate for and act (together with others) to achieve policy and regulatory frameworks that ensure emerging ‘disruptive’ mobility technologies (e.g. digital platforms, autonomous vehicles) deliver public and environmental benefits
• Explore opportunities for Council service delivery using virtual solutions, reducing the need for customer or Council travel.

Strategic Direction 3: Waste and consumption

Goal: Circular economy with zero waste

Why is this important
Emissions from landfill make up six percent of Moreland’s carbon emissions, with around 52% of this being food waste and 4.5% being garden organics ¹⁰ that could be composted and reused. There is a significant opportunity to ‘rethink waste’ as a ‘resource’ that can be incorporated into new products as part of a circular economy. Reducing the use of new materials also reduces the embodied energy involved in creating them. This rethinking requires a huge shift in our consumer culture and its prioritization of convenience.

Tensions within the goal
We need to avoid prioritising ‘waste to energy’ technologies that may inadvertently create a demand for waste material, when our core aim is to avoid waste generation in the first place. We also have a responsibility to reduce the ‘embedded carbon’ in the goods and services we buy that have been produced outside the municipality, even though such positive choices won’t be fully reflected in our future municipal emissions profiles.

Key priorities

2020 to 2025
• Dramatically reduce the amount of food and other organic waste sent to landfill
• Ensure excellence in municipal waste service contracts including performance targets for emissions capture, monitoring and reporting

¹⁰ 2015—Moreland Domestic Kerbside Garbage Audit
- Assist Moreland food businesses to adopt cost-effective waste avoidance and reprocessing options
- Review Council’s procurement policy, processes and assessment criteria to progressively drive down waste and carbon emissions across supply chains, and increase use of products made from recycled material
- Foster expansion of local sharing groups and grassroots initiatives (e.g. tool libraries, repair cafes, food swaps, community gardens, Good Karma Networks, clothing exchange meetups)
- Engage and educate Moreland’s diverse communities to act as ‘conscious consumers’ and to minimise the waste they generate and send to landfill
- Seek to raise Environmentally Sustainable Design (ESD) standards within the Moreland Planning Scheme, ensure compliance and advocate for these ESD standards to be made permanent in either local or State Planning Policy.

*Long term*

- Support Moreland’s development as a hub for sustainable product design and manufacture
- Support establishment or expansion of local recycling and reuse-focused businesses and social enterprises
- Collaborate with the health sector and others to encourage adoption of low carbon plant-based diets
- Assess feasibility of emerging technologies for local application and, where promising, facilitate trials.
Council’s role

Like other Councils, Moreland Council has a high level of control when it comes to reducing its own operational (corporate) emissions. Council has been certified Carbon Neutral since 2012 and acts to minimise its emissions prior to purchasing certified ‘carbon offsets’ each year. Council also directly influences Moreland’s overall carbon emissions by implementing local planning policy, providing municipal waste collection services and investing in community infrastructure (such as shared paths, bike lanes and Electric Vehicles charging stations).

Achieving low carbon outcomes through land use and infrastructure planning is critical to the success of the 2040 Vision due to the enduring nature of planning decisions. Integrated land use and transport planning is key to creating an environment that promotes walking, cycling and public transport use. Effective strategies include increased density, ensuring mixed-use neighbourhoods, and reduced car parking requirements.

Long-term planning that prioritises emissions reduction and community outcomes is required. It is important to acknowledge that planning policy (such as Environmentally Sustainable Design (ESD) standards for new buildings) is set or requires the approval of State Government. Strong advocacy on behalf of our community plays an important part in realising our objectives.

Being bold in what is asked of developers is also key – although Council cannot mandate standards that are not in the State or Local Planning Scheme without risk of challenge, we can encourage developers to take opportunities for better quality builds.

Council’s potential influence and control can be broken down in three ways:

- Advocating change to State and Federal Government and other regulators / organisations
- Programs, financing and partnerships to support the Moreland community to reduce their emissions
- Direct reduction of emissions e.g. Council being carbon neutral
Council's evolving role
The role of Local Government has been changing. Progressive Councils across Australia are becoming more involved in the energy market, testing new financial mechanisms to support householders to install rooftop solar; addressing their supply chain emissions; and filling the gap in climate action left by other levels of government. We will need to keep evolving our role and increasing our level of influence to accelerate the transition to zero emissions. We also stand with others in demanding effective and stable policy, legislation and investment by other levels of government. We will need to be flexible, committed, and responsive, and inspire our community to help drive this zero carbon evolution.

How we will increase our impact
Over the life of this Framework, getting to zero carbon will need more than Council and MEFL direct action. Council and MEFL will need to leverage influence through different means.

Leadership and innovation
Council actions can demonstrate leadership and encourage others to be bold in taking action. Not only will Council lead by example, but we will encourage others by offering Moreland as an innovation zone – open for business, experimentation, and action research. The message for investors and innovators should be strong: it is less risky to invest here as there is appetite for change and Council will support you. The transition will bring new types of jobs, new business and new economic activity.

Mobilising the community
Moreland has many active, engaged community members with a long history of being early adopters of more sustainable ways of living, and promoting and sharing this with others. The communication assets of Council and MEFL will be used to showcase and celebrate achievements to inspire others. Action by others can include activities that aren’t directly driven by this Framework, nor by Council policies, but still contribute towards emissions reduction in Moreland.

Identifying and rethinking how we use Council’s communication channels and points of contact with our community to foster action to reduce emissions will be crucial in reaching different sections of the community. The challenge is to reach beyond ‘engaged audiences’ to those who would not usually seek out information from Council or proactively act to reduce their emissions. The diversity of Moreland’s community means that people will have varying levels of commitment and capacity to act. Our aim is to support more people to participate and feel ownership of the Vision and make it easy for everyone to get involved.

Framing the messaging and language of actions so that they are simple, tangible and applicable to diverse audiences will be crucial to the success of reaching a zero carbon community. Engaging with different views, values and priorities to understand the right framing is key, as well as delivering the message from a trusted messenger.
Advocacy
To achieve the vision, there is a strong need for complementary regulation and policies at all levels of government. Council’s role in advocacy is to work with other organisations and councils to respond to government consultations, as well as proactively advocate on issues we have identified as crucial to the vision.

This will include assisting local community groups whose activities contribute towards carbon reduction in Moreland and amplifying the voice of local campaign organisations pushing for change. It is important to have a consistent message coming from all groups advocating for change to increase the impact of the advocacy.

Supporting the community to use their consumer power to influence areas beyond government is also important e.g. encouraging home buyers and renters to ask for sustainable features in their homes.

Partnerships
The key to a successful partnership involves aligning with the work of others in a way that balances time and resource investment with benefit at the right scale. Partnerships are also a good way to leverage further funding, particularly State Government funding.

Existing partnerships with community and advocacy groups such as MEFL, CERES, the Northern Alliance for Greenhouse Action (NAGA) and Council Alliance for a Sustainable Built Environment (CASBE) will continue to be important. The opportunity to collaborate with research organisations may also attract other funding.

Key potential partners include:
- Energy retailers (e.g. Powershop) and local distribution businesses (e.g. Jemena and CitiPower)
- State government departments and authorities (e.g. Melbourne Water)
- Other local governments and local government bodies (e.g. Municipal Association of Victoria (MAV), Metro Waste and Resource Recovery Group)
- Local business and traders’ associations
- Schools, kindergartens, child care centres
- Not for profit organisations (e.g. Environment Victoria, Neighborhood Houses, Bicycle Network)
- Community groups (e.g. CALD groups, interfaith groups)
- Universities, technical and further education institutions (TAFEs) (e.g. RMIT, University of Melbourne)
- Product suppliers and manufacturers
- Property developers
- Industry bodies
- Health organisations
- Transport companies (e.g. Moreland Bus Company)
Beyond Moreland – our advocacy priorities

Some of the biggest impacts and opportunities for carbon emissions reduction in Moreland come from State and Federal Government legislation. Council will partner with other local governments, advocacy organisations and the community to push for changes to reduce Australia’s emissions.

Key advocacy priorities that Council will work with others to see achieved over the short- and longer-term are outlined below. Other advocacy priorities may emerge over time as the political and policy context changes.

<table>
<thead>
<tr>
<th>The Federal Government needs to:</th>
<th>Energy transition</th>
<th>Sustainable transport</th>
<th>Waste and consumption</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set a strong, long term, stable energy policy that accelerates the transition to renewables and provides certainty to the energy industry</td>
<td>Introduce stringent minimum vehicle emissions standards</td>
<td>Coordinate a national response to the crisis in the Australian recycling industry, prioritizing ‘circular economy’ opportunities</td>
<td></td>
</tr>
<tr>
<td>Adopt an ambitious pathway for zero carbon buildings through the National Construction Code</td>
<td>Provide tax incentives for lowest emissions vehicles and remove tax incentives that encourage unnecessary driving and vehicle purchase</td>
<td>Expand the product stewardship scheme to include more products, e.g. packaging</td>
<td></td>
</tr>
<tr>
<td>Establish a clear commitment and pathway to a zero emissions electricity sector by 2040</td>
<td>Prioritise and commit funding to significant public transport infrastructure over road infrastructure spending</td>
<td>Ensure labelling of carbon emissions on products</td>
<td></td>
</tr>
<tr>
<td>Develop a national strategy to support the orderly transition away from coal- and gas-fired power</td>
<td>Develop an electric and autonomous vehicle strategy</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The State Government needs to:</th>
<th>Energy transition</th>
<th>Sustainable transport</th>
<th>Waste and consumption</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deliver a strong ESD policy within the State Planning Policy Framework</td>
<td>Increase funding for active transport projects through Active Transport Victoria</td>
<td>Return landfill levy funds to councils and regional waste management groups for investment in waste management outcomes</td>
<td></td>
</tr>
<tr>
<td>Mandate minimum standards for energy performance of residential properties at</td>
<td>Develop a statewide policy on speed limits in urban areas</td>
<td></td>
<td></td>
</tr>
<tr>
<td>point of sale or lease</td>
<td>Introduce planning standards for maximum car parking levels</td>
<td>Build statewide facilities and processes for high-capacity recycling and organics processing</td>
<td></td>
</tr>
<tr>
<td>----------------------</td>
<td>------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Ensure the 40% renewable energy target for 2025 for Victoria is met</td>
<td></td>
<td>Implement the rest of the <em>Victorian Market Development Strategy for Recovered Resources</em></td>
<td></td>
</tr>
<tr>
<td>Expand Victorian Energy Upgrade (VEU) activities to include more products</td>
<td></td>
<td>Integrate use of recycled products in purchasing policies</td>
<td></td>
</tr>
<tr>
<td>Regulate disclosure of aggregated real time data from distribution businesses</td>
<td></td>
<td>Maintain or accelerate Melbourne Water’s goal of zero carbon by 2030</td>
<td></td>
</tr>
</tbody>
</table>
Making It Happen

Embedding zero carbon across Council
Accelerating the transition to a zero carbon Moreland requires this overarching goal to be embedded across Council’s strategic planning framework. New and existing Council strategies (in particular the revised Moreland Integrated Transport Strategy and Waste and Litter Strategy) are considering and helping drive progress towards the 2040 zero carbon Vision.

Moreland 2025 Community Vision

Thematic strategies including for Climate Change, Transport, Waste

Council Plan 2017–2021
Connected Community | Progressive City | Responsible Council

Municipal Public Health and Wellbeing Plan
Municipal Strategic Statement (MSS)

Zero Carbon 2040 Framework
This sets the zero carbon Moreland 2040 Vision, principles and strategic goals for zero emissions energy, transport and waste. It defines key priorities for the short term (2020 – 2025) and beyond.

Zero Carbon Action Plans – every five years

Moreland Integrated Transport Strategy (MITS)
Zero Carbon Action Plan 2020–2025 (under development)
Waste and Litter Strategy

Key related strategies & policies:
- ESD Standards (Local Planning Scheme – Environmentally Sustainable Development Clause)
- Annual certification as Carbon Neutral Council
- Sustainable Buildings Policy (Council buildings)
- Urban Heat Island Effect Action Plan
- Urban Forest Strategy
- Watermap
- Procurement Policy
Engagement across teams and departments within Council will enable the zero carbon Vision to be shared and further embedded within Council's operations. Key Council strategies that will support realization of the zero carbon Vision are summarized above.

**Implementation and Monitoring**

The Framework Vision, Principles and priorities will be implemented via five-yearly Zero Carbon Action Plans that will set tangible medium-term targets and map out priority projects and programs (including advocacy) which will take advantage of the social, political and technological context at the time. The first of these Zero Carbon Action Plans for 2020 – 2025 will be developed with input from our ZCE Brains Trust during the later months of 2018. Community feedback on the draft Action Plan 2020 - 2015 will be sought in the first half of 2019.

Effectively monitoring our progress towards the zero carbon Vision is critical. We need to understand how effectively our programs are contributing towards emissions reduction in order to continually improve these programs and / or design new initiatives. While our GPC emissions profile shows where our municipal emissions are coming from, it does not clearly track what is causing emissions to change. Emissions trends may be impacted by Council actions and influence, state and federal policies, technology uptake or shifting social norms. Where appropriate, Council will continue to pursue new ways to track and measure progress and evaluate program effectiveness against our Vision and Principles.

Council will monitor and report annually on implementation of the Zero Carbon Action Plans to provide a clear understanding of our progress over time.
Executive Summary

The Art Acquisition and Collection Development Policy (Policy) provides a framework for the acquisition and disposal of artworks that forms part of the Moreland art collection. The purpose of this report is to provide a review of the Policy and to recommend a revised Policy for 2018-2023.

Enhancing and augmenting the art collection is consistent with the Council Plan 2017-2021 and the Arts and Culture Strategy.

Following an internal review, the existing Policy was found to be working well and fit for purpose, and as such, relatively minor adjustments are proposed.

As of 2018, the Moreland art collection consists of over 300 artworks. A budget of $18,000 Capital Expenditure is allocated to the Municipal Art Collection in 2018/2019. This is used to acquire new art works, to maintain existing artworks, and to decommission works, where necessary, in accordance with this Policy.

It is recommended that Council adopts the revised Art Acquisition and Collection Development Policy 2018-2023 and undertakes a review in 2023.

Officer Recommendation

That Council adopts the Art Acquisition and Collection Development Policy 2018-2023 at Attachment 1 to this report.
1. **Policy Context**

This policy aligns with the Council Plan 2017-2021 in relation to Progressive City key priority 8:

- Strengthen and invest in the significant creative sector in Moreland and enhance its standing as a destination for the arts.

In 2018/2019, the Council budget allocates $18,000 capital expenditure to the Municipal Art Collection, which is guided by the Art Acquisition and Collection Development Policy (Policy).

2. **Background**

At the October 2014 Council meeting, Council resolved (DSD45/14) to cease the operations of the Art Acquisition Committee and change the process for recommending works to the Moreland art collection. In doing so Council adopted a revised Art Acquisition and Collection Development Policy 2014-2018.

In summary, the Policy specifies that the Counihan Gallery Curator presents new acquisition proposals to the Moreland Arts Board and the Moreland Arts Board then makes recommendations to Council for purchasing.

3. **Issues**

The Policy was reviewed by the Counihan Gallery Curator in consultation with the Unit Manager Arts and Culture and the Manager Cultural Development. The Policy was found to be working well and fit for purpose, and as such, only minor adjustments are proposed.

The proposed updates to the Policy are as follows:

- Providing further guidance with regards to the de-accessioning and disposal of artworks;
- An updated wording of ‘Australian artists’ to ‘artists residing in Australia’ in the line ‘Develop and extend a discrete collection of unique artworks by artists residing in Australia’;
- Including the offices of the Mayor, Councillors, Chief Executive Officer and Directors as appropriate locations for display of collection pieces.
- Reference to including art works on Moreland’s Asset Register.

The proposed Art Acquisition and Collection Development Policy 2018-2023 is at Attachment 1.

4. **Consultation**

The proposed Policy was presented to the Moreland Arts Board on 28 June 2018. The Moreland Arts Board noted the draft Policy revisions and recommended no further changes.

The Moreland Executive Group were consulted on the revised policy in July 2018.

5. **Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. **Financial and Resources Implications**

A budget of $18,000 Capital Expenditure is allocated to the Municipal Art Collection in 2018/2019. Each financial year Council makes a decision on capital allocation for the Municipal Art Collection.
7. **Implementation**

Should the Art Acquisition and Collection Development Policy 2018-2023 be adopted by Council, it will be made available on Council’s website and the Moreland art collection will be governed by this policy for acquisitions, de-accessioning and disposals.

**Attachment/s**

1. [Draft Art Acquisition and Collection Development Policy 2018-2023](D18/312076)
ART ACQUISITION AND COLLECTION DEVELOPMENT POLICY

Date Authorised by Council:
Commencement Date:
Review Date (10 years from authorised date):
Responsible Department: Social Development

This policy has been authorised.

Nerina Di Lorenzo
Chief Executive Officer
1 Introduction
This policy provides a framework for the acquisition and disposal of artworks that form part of Council’s Municipal Art Collection, known as the Moreland Art Collection.
This does not include public art commissions or acquisitions which have specific processes depending on each individual commission.

2 Context
The Art Acquisition and Collection Development Policy is informed by the vision, objectives and priorities of the current Council Plan and also draws on the current Moreland Arts Strategy.
The Art Acquisition and Collection Development Policy is based on research into industry standards relating to small art collections, particularly art collections belonging to Australian local governments.

3 Objectives
The objectives of the Moreland Art Acquisition and Collection Development Policy are to:

- Outline and implement the process for acquiring artworks for the Moreland Art Collection through purchase; commission; donation or bequest;
- Develop key selection criteria for acquiring new artworks for the collection;
- Provide guidance with regards to de-accession and disposal of artworks; and
- Develop and extend a discrete collection of unique artworks by artists residing in Australia.

4 Policy Details
Acquisition is the process by which Council legally and formally accepts objects as part of its municipal art collection. It can refer to artworks that are purchased by Council, donated or bequeathed to Council or commissioned by Council for the Moreland Art Collection.

4.1 Aims of the Moreland Art Collection
The Moreland Art Collection aims to:

- Reflect the artistic, cultural and social development of the City of Moreland;
- Provide the community with opportunities to engage with artworks in highly accessible public spaces;
- Recognise artists who live, work, exhibit or contribute to the creative culture of Moreland;
- Enhance the Moreland community’s awareness, understanding and appreciation of art;
- Over time, build the cultural, historical and economic value of the collection as an asset of the City of Moreland;
- Enhance public spaces through the exhibition of art; and
- Generate discussion and debate about art, culture, social and environmental issues.
4.2 Access to the Moreland Art Collection
The Moreland Art Collection aims to be accessible to the Moreland community and to enhance awareness, understanding and appreciation of art. The Moreland Art Collection will be made accessible to the community by being displayed in:

- Public spaces in Council buildings, with priority being given to areas that the Moreland community have access to such as foyer areas, meeting rooms and libraries and the offices of the Mayor, Councillors, Chief Executive Officer and Director only.
- Curated and collection exhibitions at the Counihan Gallery, Brunswick from time to time.

It should be noted that not all artworks in the Collection are appropriate for long-term display in public areas due to their fragility or the high risk of theft, damage or deterioration.

4.3 Acquisition process
Acquisitions for the Moreland Art Collection are made by Council purchasing or commissioning artworks. They may also be acquired through donation, gift or bequest to the Moreland Art Collection.

Items purchased for the Moreland Art Collection are procured through the Moreland Art Collection Budget which is reviewed annually.

Following a selection of proposals from the Gallery Curator, the Moreland Arts Board will make recommendations about art acquisitions to Council for endorsement at a Council meeting. Following this, the artworks are included on Moreland’s asset register.

4.4 Role of the Moreland Arts Board
The Moreland Arts Board will continue to function under its established Terms of Reference.

For works in specialised fields of art, the Moreland Arts Board may invite recommendations from specialists with acknowledged expertise in the area when deemed beneficial.

Conflicts of interest by sitting members of the Moreland Arts Board must be declared prior to the consideration of an item for acquisition.

At Moreland Arts Board meetings, the Curator of the Counihan Gallery in Brunswick will recommend a selection of items for potential purchase according to the Key Acquisition Criteria. Support materials will also be provided to panel members for consideration.

The Moreland Arts Board will meet as required to:

- Make decisions on the recommendations of the Curator for the allocation of the Moreland Art Collection Budget towards the purchase of one or more works of art; and
- Provide consultation on the recommendations of the Curator to the Director of Social Development for the de-accessioning of artworks in the Moreland Art Collection.

4.5 Acquisition Criteria
To be eligible for acquisition into the Moreland Art Collection, artworks must meet all of the Standard Requirements for the Collection as well as one or more of the Key Acquisition Criteria relevant to the collection category to which it belongs.
4.6 Standard Requirements for the Collection

In order for an artwork to be considered for the Moreland Art Collection, the item must meet the following standards. It must be:

- In good condition.
- A durable artwork that is appropriate for the situation it is intended to be displayed in (unless it is intended to be an ephemeral artwork).
- A soundly conserved piece of art.
- An unconditional donation or purchase which has valid and clearly verifiable legal title.
- A clearly established and verifiable provenance.
- The capacity to be placed on display in either the Counihan Gallery, Brunswick, Council buildings or in public spaces without hindering public access or safety.
- The capacity to be placed on display without breaching the artist’s moral rights.

When considering an artwork, the Board must also consider the necessary resources required to resolve all foreseeable issues relating to the conservation, framing, presentation and storage of the work.

4.7 Key Acquisition Criteria

Contemporary visual arts

An item of contemporary art is eligible for acquisition if it is a quality example of what is considered to be contemporary art practice (a definition is included in the glossary of terms) and it meets one or more of the following criteria. The item must be:

- Able to show a distinctive and verifiable connection with the City of Moreland, such as being a work of art by an artist who has lived, worked, exhibited or contributed to the creative culture of Moreland.
- A work that enhances the status and diversity of the Moreland Art Collection.
- A work that engages with important social, cultural and environmental issues in a considered and creative manner.
- An innovative artwork that reflects current trends within a broader context of contemporary Australian art.
- An artwork that builds upon and strengthens the Indigenous art component of the Art Collection, as per Council’s Reconciliation Policy.

Historical visual arts

An item of art is eligible for acquisition if it is considered to meet the following criteria. The item must be:

- A quality work of art identifiable associated with the cultural history of Moreland;
- A work of art by a significant artist who lived, worked or exhibited in the City of Moreland (for example Noel Counihan); and
- An important historical work of art that relates to the ongoing ethics and cultural policies of Council.
De-accessioning and Disposal

The Curator may nominate a registered Moreland Art Collection item for de-accession and disposal. The Curator will report on the de-accession recommendation to the Director of Social Development. The report will evaluate the item against the de-accession Criteria, and recommend appropriate methods for disposal options.

Income from disposal of collections.

All monies received by Council from the disposal of an item should be applied solely to the upgrading of the Moreland Art Collection either by purchase of items or by the conservation of existing items held in the Collection. This is in accordance with The International Council of Museums (ICOM) Code of Professional Ethics.

De-accession criteria

An item may be nominated for de-accessioning if it adheres to any of the following categories. The item:

- Is in poor condition and is considered to be of insufficient merit to allocate the resources to ensure its conservation;
- Cannot be displayed due to its properties, and is not suitable for research;
- Is a duplicate or forgery that serves no specific cultural function;
- Is irreparably damaged or destroyed;
- Is missing or stolen without hope of return; or
- Does not align sufficiently with any of the key acquisition criteria for contemporary or historical visual arts.

4.8 Disposal methods

This disposal procedure for an item identified to be de-accessioned will adhere to the following order of options.

The option for disposal in order of priority is that the item:

- May be offered for sale or donation as appropriate, to its creator or the donor;
- May be offered to a more appropriate collecting agency or institution;
- May be resold on the public market; or
- May be dismantled and/or destroyed in the event of no other options being suitable.

Councillors, Council Officers, Gallery volunteers, Moreland Arts Board members and their families are prohibited from obtaining an item de-accessioned from the Collection by any means as this can be interpreted as a conflict of interest.

A record of all items de-accessioned, and their method of disposal must be kept and Moreland’s asset register updated accordingly.
### Definitions

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accessioning</td>
<td>Accessioning refers to the receiving or adding of objects or materials into a permanent art collection.</td>
</tr>
<tr>
<td>Conflicts of interest</td>
<td>A conflict of interest is a situation in which someone in a position of trust or authority finds themselves with competing professional and personal interests. Such competing interests may make it difficult for the individual to be objective or impartial. If they were not to declare their potential conflict of interest, or remove themselves from this situation, it may be interpreted as an act of impropriety or unethical behaviour.</td>
</tr>
<tr>
<td>Contemporary visual art</td>
<td>Contemporary visual art refers to recent artworks across a range of media and styles. It usually refers to new works engaging with current artistic, cultural and social developments and trends. Contemporary visual artworks often utilize the materials and techniques of their time.</td>
</tr>
<tr>
<td>Curator</td>
<td>The term refers to the person in charge of a museum or art collection and who organizes temporary exhibitions. In this document it is used to refer to the Curator of the Counihan Gallery in Brunswick who is responsible for the Gallery and the Moreland Art Collection.</td>
</tr>
<tr>
<td>De-accessioning</td>
<td>De-Accessioning refers to the process by which materials or objects are formally removed from a permanent art collection.</td>
</tr>
<tr>
<td>Ephemeral artwork</td>
<td>An ephemeral artwork is created to be temporary or impermanent. It is often made out of biodegradable materials or materials that fade and disintegrate over time.</td>
</tr>
<tr>
<td>Exhibition</td>
<td>This refers to the public display of objects or artworks.</td>
</tr>
<tr>
<td>Provenance</td>
<td>As it relates to artwork, provenance means the history of ownership of an object. It is important to know the history of the object when acquiring art to ensure that it is not stolen and that it has been created and offered for sale, donation or bequest in an ethically sound manner.</td>
</tr>
</tbody>
</table>
Executive Summary

The Council Action Plan 2017/2018 included, at item 72, an action to:

- Define EMS scope including environmental policy, environmental impacts and aspects register.

An organisation-wide assessment was conducted to action the item. The assessment reviewed 7 operational units of Council as well as the support functions of OHS and Risk, Organisational Performance, and Governance.

The conclusion of the assessment found that environmental management is a strong consideration among the public facing units of the organisation, however there is opportunity to bolster the enterprise level control and coordination of environmental management.

Five costed options have been developed, ranging from implementation of a fully accredited ISO14001 compliant system (at the high end) to augmenting existing systems to ensure environmental management considerations are embedded to the broader Enterprise Risk Framework.

This report recommends Council endorses the option to incorporate environmental impacts and aspects into the existing Enterprise Risk Framework as the primary means to provide transparent and effective governance of environmental risks, and not seek to initiate development of a separate, standalone management system.

Officer Recommendation

That Council:

1. Endorses the in house development of an Environmental Management System as outlined in Option 4 of this Environmental Management System Scope report.

2. Refers consideration of the required funding, likely to be in the order of $240,000 to implement an in-house Environmental Management System, to the 2019/2020 budget process.
1. **Policy Context**

The Council Action Plan 2017/2018 (CAP) included at item 72, Key Priority R4 - Provide transparent and effective governance of Council’s operations - the action to Define Environmental Management System (EMS) scope, including environmental policy, environmental impacts and aspects register.

The proposed environmental management system scope has been developed to respond to the action and support Council’s ongoing commitment to transparent and effective governance.

2. **Background**

An EMS is a structured, systematic and standardised framework to identify potential impacts to the environment brought about by an organisation’s operations, with a process to ensure that appropriate treatment and mitigation plans are implemented. An EMS also provides controls to limit any possible negative impact to the environment.

An independent organisation was contracted to audit key Council processes against international EMS standard ISO14001 and prepare a findings summary and options paper.

The findings summary highlighted a strong commitment to positive environmental outcomes, along with good processes to ensure environmental impacts are considered and managed in Councils’ planning and operational activities. The 2 primary opportunities for improvement identified via the audit are:

- The incorporation of environmental impacts and aspects to the organisation’s Enterprise Risk Management framework; and
- The centralisation of environmental emergency response procedures.

An options paper was developed that outlined a series of approaches ranging from the full implementation and resourcing of a standalone ISO14001 accredited EMS, to the incorporation of environmental impacts/aspects/risks into our Enterprise Risk Management Framework.

The proposed implementation scope recommends that the two primary opportunities for improvement be addressed via incorporation of environmental impacts/aspects/risks to our existing Enterprise Risk Management Framework which would address the priority articulated in the CAP while minimising any financial burden and the need for a separate standalone system.

3. **Issues**

**Options summary**

*Option 1 – Full accreditation ($460,000 over 4 years)*

Full accreditation would ensure adherence to the standard and would allow Council to advertise as a fully accredited organisation. This has commercial benefits for organisations wishing to win work and contracts where the tendering process requires fully accredited compliance.

The development of fully accredited systems calls for a high level of sophistication as certification is granted by an accredited body such as SAI Global via an audit. Preparation for the auditing process also requires significant effort and attention because an accredited certification body can have no involvement in the set up or development of the systems and rely on following the standard to the letter.
Additional staff resources would be required to bolster the auditing function. Indirect resource within the organisation would also be required to respond to/rectify any issues raise via the auditing process.

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant support</td>
<td>$60,000</td>
<td>$60,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 year certification by accredited body</td>
<td>$50,000</td>
<td></td>
<td></td>
<td>$50,000</td>
</tr>
<tr>
<td>FTE 0.5 Band 7</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$170,000</td>
<td>$120,000</td>
<td>$60,000</td>
<td>$110,000</td>
</tr>
</tbody>
</table>

**Option 2 – Unaccredited certification ($390,000 over 4 years)**

Unaccredited certification is similar to full accreditation in that it would be possible for Moreland to advertise as certified, however this aspect of achieving the standard would not directly add any commercial value. In achieving certification Council could be confident in its management of any environmental risks or impacts.

Set up and preparation for certification requires less effort than full accreditation. The organisation which will provide certification can also support the setup of the system and will understand the business better.

Additional staff resources would be required to bolster the auditing function. Indirect resource within the organisation would also be required to respond to/rectify any issues raise via the auditing process.

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant Support</td>
<td>$60,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 year certification by Accredited Body</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
</tr>
<tr>
<td>FTE 0.5 Band 7</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$135,000</td>
<td>$105,000</td>
<td>$75,000</td>
<td>$75,000</td>
</tr>
</tbody>
</table>

**Option 3 – Self declaration ($280,000 over 4 years)**

The outcome of this option does not provide any level of certification. It would provide the ability for Council to be able to declare its systems and processes as being ‘aligned’ to ISO 14001. This would have commercial implications if, for instance, Council was responding to a tender which required certification.

Consultant support would be required in this option to help interpret the standard and guide the development of the systems and processes.

Additional staff resources would be required to bolster the auditing function. Indirect resource within the organisation would also be required to respond to/rectify any issues raise via the auditing process.

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant Support</td>
<td>$40,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FTE 0.5 Band 7</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$100,000</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
</tbody>
</table>
Option 4 – In house development/no accreditation ($240,000 over 4 years) – Recommended option

In house development/no accreditation would not require any form of consultant support. It would leverage current initiatives and internal expertise to deliver on the intent of the standard, that is, a risk-based method of managing environmental impacts via the auditing and follow up of systems and processes.

Current initiatives in train that would support this option are:

- CAMMS Software Implementation – primarily the risk and strategy modules;
- 2017 Operational Risk Register review process;
- Item 13 of the Corporate Plan - Develop and implement a new framework for Policy, Strategy and Plans; and
- Process Mapping via Promapp (CAP 74).

Additional staff resources would be required to bolster the auditing function. Indirect resource within the organisation would also be required to respond to/rectify any issues raise via the auditing process.

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTE 0.5 Band 7</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
<tr>
<td>Total</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
</tbody>
</table>

Option 4 is the recommended option as it provides assurance the environmental impact of Council’s operations is being monitored, mitigated and continually improved, without the cost impacts of certification or accreditation. The Audit and Risk Management Committee would provide oversight.

Option 5 – Maintain current improvement initiatives

The current initiatives outlined in Option 4 would continue, however without a dedicated resource to audit and drive improvement of environmental management.

Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. Consultation

Councillors were briefed on the gap assessment and options paper at the Councillor Briefing held on 16 April 2018.

Inputs from officers was collated during the assessment phase and their feedback was incorporated into the decision process relating to the preferred option.

5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. Financial and Resources Implications

The funds required to action are not budgeted and would require an additional $240,000 in base budget in Organisation Development over 4 years.
7. Implementation

Subject to Council's decision, current identified environmental impacts and aspects will be incorporated into the Enterprise Risk Management Framework.

Implementation will include:

2018/2019
- Scope changes required to Moreland’s Enterprise Risk Management approach and implement; and
- Ensure the Enterprise Risk Management system is designed to cover environmental impacts and aspects.

2019/2020
- Develop a business case that proposes the recruitment of a 0.5 Band 7 auditor with ISO 14001 experience;
- Change management – build awareness and ownership of Council’s approach to risk based method of managing environmental impacts via any training required and the auditing and follow up of systems and processes; and
- Support environmental risk audit findings and recommendations through the process mapping system (Promapp).

Attachment/s

There are no attachments for this report.
Executive Summary

This report was presented to the 8 August 2018 Council meeting. Council resolved to defer consideration of the report until the September 2018 Council meeting. Officers met with Councillors who requested clarification and the report is being represented with no changes.

At the 6 December 2017 Council meeting, Council considered a report (DCI69/17) detailing a range of matters in relation to unconstructed laneways. Following consideration of the report, Council resolved (in part) that it:

- Develops a Special Charge Scheme Policy for infrastructure works, including a framework for Council contribution, along with the supporting documents outlined in this report, and that the Policy be presented to a future Council meeting for adoption.

Since the preparation and consideration of the above report, there is now a greater awareness of proposed changes to the Local Government Act 1989 (the current Act), with the introduction of the Local Government Bill 2018 into Parliament on 23 May 2018.

Whilst the new Local Government Act will continue to have provisions for local government to implement Special Purpose Charges (currently referred to as Special Rates and Charges), with the overall procedure to remain substantially the same, a number of likely changes to the Act will have implications on the process of implementing these charges.

Given the impending changes to the Act will require revisions to processes and documents, it is proposed to postpone the development of a Special Charge Scheme Policy and suite of supporting documents until the new procedures are clear and can be documented.

In the meantime however, as a Special Charge Scheme can still be established under the current Act until the relevant provisions of the new Act come into effect, the establishment of a framework for the prioritisation of and Council co-contribution towards the construction of unmade laneways continues to be of importance, and was a key aspect of the original General Business item (GB10/16).

This report recommends utilising the current Right Of Way (ROW) classification defined in the Rights of Way Strategy to establish Council’s contribution toward the construction of unmade laneways, and at the levels outlined in this report.

Following adoption of the co-contribution framework, a webpage will be established specifically for unmade laneways, outlining the Council funding contributions. As the implementation of the new Local Government Act progresses and the provisions around Special Purpose Charges become clearer, the development of a policy and suite of supporting documents will continue, in accordance with Council’s decision at the December 2017 Council meeting (DCI69/17).
Officer Recommendation

That Council:

1. Notes the proposed changes to the Local Government Act will modify provisions relating to Special Rates and Charges.

2. Adopts the Council Contribution Framework for The Construction of Unmade Laneways outlined in this report as:

<table>
<thead>
<tr>
<th>ROW Classification</th>
<th>Class 1</th>
<th>Class 2</th>
<th>Class 3</th>
<th>Class 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Council contribution</td>
<td>50%</td>
<td>25%</td>
<td>10%</td>
<td>N/A</td>
</tr>
</tbody>
</table>

and publishes it on Council’s website.

3. Notes the Right of Way (ROW) Classification is defined in Council’s Right of Way Strategy.
REPORT

1. Policy Context

The information in this report is aligned with the following legislation, documents and policies:

- *Local Government Act 1989*;
- Ministerial Guidelines made under Section 163(2C) of the *Local Government Act 1989*;
- Local Government Bill 2018; and

2. Background

At the December 2017 Council meeting, a report (DCI69/17) was presented to Council detailing a range of matters in relation to unconstructed laneways across Moreland, including:

- Identifying current strategies and practices in relation to unconstructed Rights of Way (ROWs);
- Quantifying the number of unconstructed ROWs within the municipality;
- Developing selection and prioritisation criteria;
- Assessing appropriate construction methods and material;
- Consideration of bluestone laneways and heritage values;
- Calculating estimated construction costs; and
- Developing special charge schemes and a co-contribution process.

Following consideration of the above report, Council resolved (in part) that it:

- Develops a Special Charge Scheme Policy for infrastructure works, including a framework for Council contribution, along with the supporting documents outlined in this report, and that the Policy be presented to a future Council meeting for adoption.

3. Issues

Since the preparation and consideration of the above report, there is now a greater awareness of proposed changes to the *Local Government Act 1989* (the current Act) with the introduction of the *Local Government Bill 2018* (the Bill) into Parliament on 23 May 2018.

Whilst the new Local Government Act will continue to have provisions for local government to implement Special Purpose Charges (currently referred to as Special Rates and Charges), with the overall procedure to remain substantially the same, a number of likely changes will have implications on the process of implementing these Charges.

Of note, some of these likely changes include:

- Removal of the public notice and Section 223 requirements, replaced by a ‘deliberative engagement’ requirement (potentially informed by a ‘community engagement policy’);
- ‘Special Benefit’ to be statutorily defined, and ‘relative’ special benefit to be a test of compliance against the Act;
- Revised ministerial guidelines;
- Levy Notice requirements to be prescribed by Regulations. These regulations are anticipated by October 2020; and
- Revised appeal provisions (before VCAT).
The new Local Government Act is expected to be implemented in stages, such as ‘community engagement policy’ by no later than 1 July 2019, and the special purpose charge provisions by no later than 1 July 2021. This timing may change depending on when the Bill is passed.

Given the proposed changes to the Act will require revisions to processes and documents, it is proposed to postpone the development of a Special Charge Scheme Policy and suite of supporting documents until the new procedures are clear and can be documented.

Until the relevant provisions of the new Act come into effect, the establishment of a framework for the prioritisation of and Council co-contribution towards the construction of unmade laneways continues to be of importance, and was a key aspect of the General Business item (GB10/16) that the December 2017 report responded to.

It is considered that the establishment of such a framework will increase community awareness of Council’s support for the construction of unmade laneways where needed for access, and will potentially result in an increased interest in their construction.

As outlined in the December 2017 Council report (DCI69/17), it is considered most appropriate to utilise the current ROW classification defined in the ROW Strategy as a principle and guideline to assist with prioritisation of unmade laneways. As this ROW classification hierarchy is essentially defined based on public access needs (ie. Class 1 ROWs are assessed as providing the widest benefits to the community), it is also considered the most appropriate framework to establish Council’s contribution towards construction costs.

Table 1 below outlines the proposed level of Council contribution towards the construction of unmade laneways.

<table>
<thead>
<tr>
<th>ROW Classification</th>
<th>Class 1</th>
<th>Class 2</th>
<th>Class 3</th>
<th>Class 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Council contribution</td>
<td>50%</td>
<td>25%</td>
<td>10%</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Table 1 – Council Contribution Framework

A full description of each ROW classification is contained within the Rights of Way Strategy 2011 – 2021, however is summarised below for reference.

- Class 1: Within the boundaries of activity centres.
- Class 2: Needed for public use (such as providing important connections and permeability).
- Class 3: Needed for private access to adjacent properties.
- Class 4: No longer required for public use and can be discontinued and sold.

For clarity, the percentage of Council funding contribution is to be based on the total project cost of which a Scheme is to be established. It is also noted that the current Act requires ‘community benefit’ to be assessed on a case by case basis. Depending on the circumstances of a particular laneway project, the proportion of Council contribution may be greater than the minimum specified above.

**Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.
4. **Consultation**

Information in this report in relation to the projected changes to the Local Government Act has been prepared based on a workshop and material prepared and conducted by Macquarie Local Government Lawyers - *The Proposed New Local Government [Bill] Act 2018 – What's Happening with 'Special Rates and Charges'?

This report was presented to the 8 August 2018 Council meeting. Council resolved to defer consideration of the report until the September 2018 Council meeting. Officers met with Councillors who requested clarification and the report is being represented with no changes.

5. **Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. **Financial and Resources Implications**

The formulation of a co-contribution framework for Council funding towards laneway construction works under Special Charge Schemes will have a financial impact on Council that is not currently budgeted for, the extent of which cannot easily be determined.

It is critical therefore to consider these financial implications in the context of Council’s overall budget limitations, including the continuing need for renewal of Council’s existing asset base.

Based on the Council contribution framework proposed within this report however, and the level of interest from the community over recent years, it is expected that the financial impact will be manageable.

7. **Implementation**

Subject to Council adopting the co-contribution framework as outlined in this report, a webpage will be established specifically for unmade laneways, outlining the Council funding contributions, how community members may contact Council to express their interest in constructing a laneway adjacent to their property, and a brief overview of the special charge process.

As the implementation of the new Local Government Act progresses and the provisions around Special Purpose Charges become clearer, the development of a policy and suite of supporting documents will continue, as resolved at the December 2017 Council meeting (DCI69/17).

**Attachment/s**

There are no attachments for this report.
Executive Summary

At the May 2018 Council meeting, Council resolved via Notice of Motion (NOM16/18) that Council:

- Notes the Pedestrian Strategy 2010-2019 is scheduled to be renewed in 2019/2020 but there are some elements which need to be looked at earlier than this timeframe.
- Receives an interim report at the August 2018 Council meeting that looks at new developments in the activity centres where there are commercial premises on the ground floor which are likely to attract pedestrians to cross busy roads where there are no pedestrian crossings. Such premises would include supermarkets and other like businesses.

Subsequent to this decision, a preliminary investigation has been conducted internally to confirm the adequacy of current practices, to ensure that adequate pedestrian crossings are provided in activity centres, particularly when net retail floorspace area is increased.

The investigation shows that the prevailing system of internal referrals and cooperation, based upon adherence to published standards for pedestrian standards, works to assess the needs and best design for each activity centre on an individual basis.

Each site is assessed on its own merits and factors including:

- projected pedestrian movements generated by retail expansion;
- proximity to public transport;
- the location of arterial roads, road width and traffic speeds; and
- volume.

As the current practices of internal referral for planning permit applications involving retail development are considered to be effective, it is recommended they are continued.

In regard to the need for a pedestrian crossing on Nicholson Street, the planning permit was issued by the Minister for Planning in 2010. The application was referred to Council and VicRoads and no comment was made in regard to an additional pedestrian facility on Nicholson Street being warranted due to the development, due to the proximity of the signalised crossing at Moreland Road.

Officer Recommendation

That Council:

1. Notes this Pedestrian Strategy Review - Pedestrian Crossings near Commercial Developments (response to Notice of Motion (NOM16/18)) report.
2. Continues the current practice of internal referral of retail development planning permit applications, with a heightened emphasis on realising opportunities to establish and improve pedestrian crossings where appropriate.
1. Policy Context

The investigation of this issue relates to a number of Council endorsed policies, including:

- Moreland Integrated Transport Strategy 2010-2019 (MITS);
- Moreland Pedestrian Strategy 2010-2019;
- Shopping Strip Renewal Program 2015-2025;
- Disability Access and Inclusion Plan 2016-2020;
- Moreland Planning Scheme.

The investigation also relies on relevant sections of the VicRoads' Traffic Engineering Manual.

2. Background

At the May 2018 Council meeting, Council resolved to:

- Note the Pedestrian Strategy 2010-2019 is scheduled to be renewed in 2019/2020 but there are some elements which need to be looked at earlier than this timeframe.
- Receive an interim report at the August 2018 Council meeting that looks at new developments in the Activity Centres where there are commercial premises on the ground floor which are likely to attract pedestrians to cross busy roads where there are no pedestrian crossings. Such premises would include supermarkets and other like businesses.

3. Issues

Growth

There are over 50 activity centres in Moreland. These vary in size and level of activity. With a growth in urban density, additional population can lead to an increase in retail floor area. Additionally, the development of new apartment blocks in a denser urban realm often involves a convenience store or small supermarket at ground level.

Each situation is unique and requires a tailored solution, based upon established standards.

In the instance that a planning permit for development abuts a VicRoads' road, the application is referred to VicRoads', with VicRoads' conditions forming part of any planning permit issued.
Assessing new or upgraded pedestrian facilities
The scale and context of each activity centre requires a different type of pedestrian facility. The factors that guide the design of each treatment include:

- Casualty crash history;
- Pedestrian volumes – existing;
- Pedestrian volumes - projected;
- Desire lines
- Location on the Principal Pedestrian Network (PPN) (Attachment 1);
- Vehicle traffic volumes and speed;
- The posted speed limit;
- Road width;
- On and off street car parking;
- Road classification (local, collector, major, arterial);
- Proximity of other pedestrian crossings;
- On and off street car parking;
- Other nearby pedestrian generation; and
- Access to public transport.

Types of pedestrian facilities
There are a number of pedestrian crossing treatments that suit different situations. The regulatory body for road design standards, Austroads, provides design tools to assist with the selection of the most appropriate treatment. Each potential location for the pedestrian crossing facility is assessed separately to determine which treatment is best suited to that location. The selection of which treatment depends on the volume of pedestrian traffic and vehicle traffic, traffic speeds and geometry of the road. The most common treatments, some of which can be hybrid combinations, are discussed below. Pedestrian facilities fall into two categories, those requiring approval from VicRoads (including in local roads) and those not requiring VicRoads approval.

Facilities requiring approval from VicRoads
Pedestrian crossing facilities that incur penalties under the Road Safety Road Rules 2009 are deemed to be Major Traffic Control Devices. Therefore, approval for these crossings require VicRoads’ approval prior to installation, and are listed below.

Zebra crossings
A zebra crossing may be an appropriate treatment on low speed roads where pedestrians are a high priority. A zebra crossing may not be appropriate on high speed roads where the priority is for through traffic. The warrants to gain VicRoads’ approval for this type of crossing are:

- Pedestrian volumes of 20 or more per hour;
- Vehicle volumes of 200 or more per hour for the same hour;
- Speed limit of 50 kilometres/hour or less;
- Vehicle speeds of 60 kilometres/hour (85th percentile) or less.

In determining pedestrian numbers, each older person, person with a disability and unaccompanied child of primary school age should count as two.

This treatment is not considered appropriate for arterial roads. It is not a treatment preferred by Council officers due to road safety concerns with vehicles failing to give way.
**Zebra crossings with flashing lights**

This is a higher level of zebra crossing where a higher level of driver awareness of pedestrians is required. The warrants to gain VicRoads’ approval for this type of crossing is:

- Pedestrian volumes of 60 or more per hour;
- Vehicle volumes of 500 or more per hour for the same hour;
- Speed limit of 50 kilometres/hour or less;
- Vehicle speeds of 60 kilometres/hour (85th percentile) or less.

**Signalised crossings**

Signalised pedestrian crossings are the most appropriate type of treatment on arterial roads, but it can prove difficult gaining VicRoads’ approval to install this crossing between intersections (midblock) as the signal controller has to be electrically interlocked with other network signals. This can result in longer wait times by pedestrians who may become frustrated and cross illegally. They are also very expensive crossings to install and maintain.

**Facilities not requiring VicRoads’ approval**

In some low speed activity centre environments, there are other pedestrian treatments offering a satisfactory level of pedestrian support without requiring referral to VicRoads. These treatments can often be complementary to other urban design/shopping centre renewal works and are listed below.

**Pedestrian refuge islands**

In instances where the abutting road is wide enough, a pedestrian refuge island can provide an opportunity to cross the road in 2 stages with a reasonable level of safety.

**Centre medians**

A centre median can either be painted or constructed. It is another treatment suitable for wider roads that facilitates a two-stage crossing. It can be well suited to an environment where pedestrian desire lines lead to a high level of diagonal crossing activity.

**Kerb outstands**

A kerb outstand is a raised treatment built out into the roadway from the kerb line. It can often extend to a line of parked cars. In certain locations it can provide pedestrians with improved sight lines of approaching traffic and enable drivers to readily see pedestrians intending to cross.

**Raised threshold treatment**

A raised threshold treatment, often used at intersections, raises the level of the crossing to that of the footpath. It provides improved access for pedestrians with certain disabilities and has some value as a traffic calming device.

**Parking loss**

Many pedestrian crossing treatments will result in the loss of approximately 60 linear metres of kerbside parking space as parking must be banned on the approach and departure sides of the crossing.

It is noted no recent planning permit applications for expansion of retail premises in activity centres have highlighted a need for an upgrade of pedestrian facilities.
Planning Application Assessments

Advice was sought regarding the level of statutory powers Council has, under the provisions of the Moreland Planning Scheme, to compel developers to establish and/or improve pedestrian facilities when supermarkets are being developed or expanded.

The Moreland Planning Scheme does not have a specific provision that would directly enable a planning permit condition to require pedestrian crossings linked to retail developments.

The key consideration for any planning decision and associated conditions, is whether there is a clear link between the proposal and the need for any condition (such as a new pedestrian crossing). If the proposal was so large, that because of it, and it alone, it required such a measure, then it could be placed on a permit legitimately. However, if it were merely adding to an issue that is already present, it would be considered unreasonable to require a permit applicant to solve the existing issue. This is the case for many developments, and it is then up to VicRoads or Council to upgrade infrastructure. The Development Levy (DCP) charged on planning permits assists with such provision.

In the instance of an existing pedestrian safety issue at an activity centre, a design solution may be in progress and the assessment of a planning permit application for the redevelopment and/or expansion of retail floor space may present an opportunity to achieve a negotiated outcome for shared costs of providing improved or new pedestrian facilities.

Four examples of where pedestrian infrastructure has been upgraded through the conduct of a planning permit application are as follows:

- 300-304 Albert Street, Brunswick - Planning permit MPS/1997/889 required construction of traffic signals at the Albert Street/Sydney Road intersection and the removal of the nearby pedestrian operated signals at no cost to VicRoads or Council;
- 21-27 Brunswick Road, Brunswick East - Planning permit MPS/2010/980 required provision of pedestrian lights on Brunswick Road between Truscott Street and the subject site at no cost to Council in accordance with plans approved by Council.
- 23-25 Cumberland Road, Pascoe Vale South - Planning permit MPS/2011/850/B required a payment of $135,000 to VicRoads if VicRoads decided to signalise the intersection of Cumberland Road/O’Hea Street.
- 127-149 Nicholson Street, Brunswick East - Planning permit MPS/2013/979 required road works and traffic signals at the proposed intersection to be constructed at no cost to, and to the satisfaction of, VicRoads and the Responsible Authority.

Internally the Development Advice Unit provides tailored advice on technical matters relating to traffic, transport, waste management and other infrastructure during the assessment of a planning permit application. Each application is assessed on its specific merit and the issues it raises. This can result in the types of outcomes listed in the four examples shown above.

Environmental implications

Improving walkability in and around local activity centres can support reduced car dependence, with an adherent reduction is fossil fuel reliance and greenhouse gas emissions.

Social implications

Improving pedestrian amenity at local activity centres improves the safety and wellbeing of local users, encouraging better interactions and reducing casualty crash incidents.
Economic implications
Improving pedestrian safety at local activity centres supports the long term economic viability of local businesses and employment.

Human Rights Consideration
The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.
Ensuring that new pedestrian crossing facilities are compliant with the requirements of the Disability Discrimination Act 1992 is a key part of meeting the obligations of the Victorian Charter of Human Rights and Responsibilities.

4. Consultation
No external consultation was undertaken in preparing this report.

5. Officer Declaration of Conflict of Interest
Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. Financial and Resources Implications
The cost in implement any pedestrian facilities as part of a permit condition on a development is incurred by the developer of the property. Any location where a pedestrian facility is required on a local road is funded by Council. Improvements to pedestrian facilities on arterial roads (roads managed by VicRoads) is funded by VicRoads.

7. Implementation
It is proposed that the current practice of internal referrals to relevant departments, and to external agencies such as VicRoads and PTV, where appropriate, continues.

Attachment/s
1. Principal Pedestrian Network - Adopted 2012 D18/305356
Executive Summary

At the Council meeting on 8 February 2017, Council resolved (GB7/17) to:

- Call for a report about the status and history of the fleet purchasing policy and the implications and viability for Council to limit all new passenger, commercial, executive and salary packaging vehicles to a combined emissions target of 100 grams carbon dioxide (CO2) per kilometre (188 grams CO2 per kilometre - Low Emissions Vehicle Status in Australia). The report must investigate and discuss:
  - The impact of mandating a greater electric vehicle procurement target including mandating that the mayoral vehicle is electric.
  - Options that Council could consider if it seeks to further electrify our fleet and limit emissions of all other vehicle procurement to a combined portfolio target not exceeding 100 grams CO2 per kilometre.
  - Fuel cost implications of moving the fleet beyond low emissions vehicles status towards 100 grams CO2 per kilometre or around 4 litres/100 kilometre.
  - Opportunities to expand direct current charging stations across the municipality.
  - The impact of the current fleet policy on our Zero Carbon Evolution 2020 target and broader carbon emissions targets.

As a result, NDEVR Environmental was engaged to assess and report on Council's fleet emissions in relation to its light vehicle (under 3.5 tonne gross vehicle mass) assets.

The report findings (at Attachment 1) highlighted Council’s light vehicle fleet produced an estimated average of 288 grams CO2 per kilometre, higher than the Australian new vehicle average of 184 grams CO2 per kilometre.

Council has reviewed its Fleet Policy, and a revised Light Vehicle Policy (Attachment 2) has been developed to address the NDEVR report recommendations on improving emissions toward the target of 100 grams CO2 per kilometre and beyond this target in future years. This is due all electrical and hybrid vehicles recommended in the policy, falling under the 100 grams CO2 per kilometre target.

Officer Recommendation

That Council notes the Light Vehicle Policy, at Attachment 2 to this report, that will assists on delivering on the emissions targets of 100 grams carbon dioxide (CO2) per kilometre.
1. **Policy Context**

Light Vehicle Policy aligns with the below policies, as a driver for Council’s focus on the reduction of carbon emission:

- Carbon Offset Policy; and
- Zero Carbon Evolution Policy.

2. **Background**

At the February 2017 Council meeting, regarding the Fleet Management Policy, Council resolved (GB7/17) to:

- Call for a report about the status and history of the fleet purchasing policy and the implications and viability for council to limit all new passenger, commercial, executive and salary packaging vehicles to a combined emissions target of 100 grams carbon dioxide (CO2) per kilometre (188 grams CO2 per kilometre - Low Emissions Vehicle Status in Australia). The report must investigate and discuss:
  - The impact of mandating a greater electric vehicle procurement target including mandating that the mayoral vehicle is electric.
  - Options that Council could consider if it seeks to further electrify our fleet and limit emissions of all other vehicle procurement to a combined portfolio target not exceeding 100 grams CO2 per kilometre.
  - Fuel cost implications of moving the fleet beyond low emissions vehicles status towards 100 grams CO2 per kilometre or around 4 litres/100 kilometres.
  - Opportunities to expand direct current charging stations across the municipality.
  - The impact of the current fleet policy on our Zero Carbon Evolution 2020 target and broader carbon emissions targets.

NDEVR Environmental was engaged to review Council’s current light fleet and assess current light vehicle emissions. The Low Emissions Fleet Assessment (Attachment 1), highlights Council’s current fleet, associated emissions and recommendations on how to improve fleet management to reduce emissions.

3. **Issues**


Council has a light vehicle fleet consisting of 125 vehicles (52 passenger and 73 light commercial), consuming 53,452 litres of petrol, 63,422 litres diesel and 41,710 litres of Liquefied petroleum gas in the 2016/2017 financial year. Total costs of fuel equated to $166,535.

The focus of the NDEVR report, is for an increase of electric/hybrid vehicles to be introduced to the fleet, which will have significant effect on decreasing current emission levels. Though there are limited vehicles currently in Australia, it was recommended that those that are available, be included as a list of Council approved vehicles in the Light Vehicle Policy at Attachment 2.
Other recommendations of the report that have formed the new policy are:

- Fleet utilisation review to remove under-utilised vehicles and justify pooling others;
- Consolidate the fleet, freeing up the budget to invest in more electric/hybrid vehicles;
- Replace the light commercial vehicles with non-carrying requirements with low emission vehicles;
- Improved monitoring and enforcing of policy and vehicle procedure;
- Increased utilisation of the electric bicycles and active transport modes;
- Introducing emission capped novated leases for managing vehicles; and
- Including a mandate to monitor and reduce fleet emissions in the Fleet Committee terms of reference.

All recommendations have been included in the Light Vehicle Policy, with an oversight committee to oversee the first 12 months of the policy implementation.

Each Mayor is encouraged through the policy, to choose a zero emissions vehicle as a first priority, or is given the option of being provided with a bicycle or electric bicycle as an alternate form of transport.

**Environmental implications**

Reducing CO2 emissions generated from Council's light vehicle fleet will have important and positive environmental impacts.

**Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. **Consultation**

All relevant Council departments were consulted during the development of this policy.

5. **Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. **Financial and Resources Implications**

With the focus to reduce CO2 emissions from Council’s light vehicles, comes with its additional pressures on fleet replacement resourcing. Increasing electric and hybrid vehicles will impact the fleet changeover budget. Costs highlighted in the NDEVR report, show higher costs for electric and hybrid vehicles.

Initial estimates would suggest that this could have an impact of $1,500,000 on Council's total fleet should it be replaced immediately. Based on a 5-year changeover cycle however, this equates to approximately $300,000 annually.

7. **Implementation**

The Light Vehicle Policy will be reviewed in 2020 (2 years after adoption). Implementation of the policy will be guided by an oversee committee for the initial 12 months.

**Attachment/s**

1. NDEVR - Low Emission Fleet Assessment D18/3367
2. Light Vehicle Policy D18/326308
Moreland City Council

*Regional Low Emissions Fleet Assessment*

December 2017

COMMERCIAL IN CONFIDENCE
TABLE OF CONTENTS

Glossary of Terms ...................................................................................................................... 4
1 Introduction .......................................................................................................................... 5
  1.1 Project Overview .......................................................................................................... 5
  1.2 Council Overview ........................................................................................................ 6
2 Market & Government Update .......................................................................................... 7
  2.1 Federal Policy ............................................................................................................... 7
  2.2 State Policy and Schemes ........................................................................................... 8
  2.3 Market Demand ........................................................................................................... 9
3 Current Operations ............................................................................................................. 14
  3.1 Existing Moreland Policies ......................................................................................... 14
  3.2 Fleet Data .................................................................................................................... 15
  3.3 Stakeholder Analysis .................................................................................................. 17
4 Opportunities for Improvement ......................................................................................... 19
  4.1 Selection and Allocation of Vehicles – Procurement Practices ................................. 20
  4.2 Vehicle Use – Operational Practices and Driver Behaviour .................................... 21
  4.3 Data Collection – Monitoring & Verification ............................................................... 22
  4.4 Change Management ................................................................................................. 23
5 Conclusion .......................................................................................................................... 25
Appendix A – Survey Responses from MCC staff .............................................................. 26
Appendix B – Fleet Data Overview ..................................................................................... 27
Appendix C – Charging Overview ...................................................................................... 28
Appendix D – Telematics Fact Sheet ................................................................................... 29
Appendix E – Driver Tips .................................................................................................... 31
<table>
<thead>
<tr>
<th>Acronym</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABS</td>
<td>Australian Bureau of Statistics</td>
</tr>
<tr>
<td>AC</td>
<td>Alternating Current</td>
</tr>
<tr>
<td>BEV</td>
<td>Battery Electric Vehicle</td>
</tr>
<tr>
<td>CO₂</td>
<td>Carbon Dioxide</td>
</tr>
<tr>
<td>CO₂-e</td>
<td>Carbon Dioxide Equivalent</td>
</tr>
<tr>
<td>COP23</td>
<td>23rd Annual Conference of the Parties</td>
</tr>
<tr>
<td>DC</td>
<td>Direct Current</td>
</tr>
<tr>
<td>EV</td>
<td>Electric Vehicle</td>
</tr>
<tr>
<td>EVSE</td>
<td>Electric Vehicle Supply Equipment</td>
</tr>
<tr>
<td>FBT</td>
<td>Fringe Benefit Tax</td>
</tr>
<tr>
<td>GCoM</td>
<td>Global Covenant of Mayors</td>
</tr>
<tr>
<td>GHG</td>
<td>Green House Gas</td>
</tr>
<tr>
<td>HR</td>
<td>Human Resources</td>
</tr>
<tr>
<td>LCV</td>
<td>Light Commercial Vehicle</td>
</tr>
<tr>
<td>LEV</td>
<td>Low Emission Vehicle</td>
</tr>
<tr>
<td>NAGA</td>
<td>The Northern Alliance for Greenhouse Action</td>
</tr>
<tr>
<td>NCOS</td>
<td>National Carbon Offset Standard (part of the Australian Government’s Carbon Neutral Program)</td>
</tr>
<tr>
<td>OEM</td>
<td>Original Engine Manufacturers</td>
</tr>
<tr>
<td>PHEV</td>
<td>Plug-in Hybrid Electric Vehicle</td>
</tr>
<tr>
<td>RAC</td>
<td>Royal Automotive Club</td>
</tr>
<tr>
<td>UNFCC</td>
<td>UN Framework Convention on Climate Change</td>
</tr>
</tbody>
</table>
1 Introduction

1.1 Project Overview

The Northern Alliance for Greenhouse Action (NAGA) engaged Ndevr Environmental to deliver the Victorian Government’s Collaborative Council funded ‘Regional Low Emissions Fleet Assessment’ project. The project aims to transition the five participating Councils to ‘greener’ fleets that can lessen environmental impacts to minimise fuel consumption, carbon dioxide (CO₂) emissions and other pollutants, and reduce the need for travel.

The project involves three key stages:

- **Feasibility Assessments** which provide an assessment of current fleet performance, operations and policies to identify areas for improvement.
- **Business Cases** detailing the most feasible course of action with sufficient detail that to enable Councils to implement improvement actions.
- **Knowledge Sharing** between the participating Councils, broader NAGA members and their respective communities to share learnings and insights into overcoming any barriers and improving fleet performances.

An overview of the delivery approach is provided in Figure 1 below. This Report constitutes the Feasibility Assessment Report for Moreland City Council (MCC), and provides an overview of MCC’s current fleet and operations and identifies opportunities for improvement to be discussed in the workshop. This Report also contains a market and government update on low emission vehicles and transport related policies; an overview of improvement opportunities in general and best practice examples from other fleets.
1.2 Council Overview

MCC is a member of NAGA and one of the Councils participating in NAGA’s Regional Low Emissions Fleet Assessment project.

Figure 2: Exterior of Moreland City Council’s Civic Centre (Source: Google Maps)

MCC is located in the inner northern suburbs of Melbourne, approximately eight kilometres from the Central Business District. The population of the city of Moreland is 172,091 (ABS 2016 Census Results) and it has a land area of 51 square kilometres. There are 18 suburbs within the Council region including Brunswick, Brunswick East & West, Coburg, Fitzroy North and Tullamarine. The city has a mixture of residential and industrial areas, with a major retail strip along Sydney Road.¹

Figure 3: Moreland City Council Map¹

2 Market & Government Update

Following Australia's ratification of the UNFCC Paris Agreement, which seeks to avoid a global temperature increase of more than 2°C above pre-industrial levels, Federal and State Governments have reviewed and updated their climate change policies. Transport was identified as a key sector requiring attention in meeting set climate change targets.

COP23 has recently concluded. At this most recent climate change conference, countries made strides towards achieving net zero emissions in the future. Crucially, at COP23 States took the first steps towards revising the Paris Agreement to limit global emissions to 1.5°C above pre-industrial levels, instead of the original 2°C target. A critical component to working towards that goal must be to address transport-related emissions, which account for 25% of total global emissions. Neither the global target, nor Australia’s emissions reduction target can be met without changes in the transport sector. To that end, COP23 discussions focused primarily on how the sector can aid towards achieving each country’s emissions target. There was a stronger push for the implementation and strengthening of electric vehicle networks, as well as a focus on developing new policy platforms to drive down transport emissions.

2.1 Federal Policy

In Australia, at the Commonwealth level, the Ministerial Forum on Vehicle Emissions (incorporating the infrastructure, energy and environment portfolios) was established on 31 October 2015 to examine current policy settings as well as a range of Commonwealth commitments including Australia’s 2030 target, the National Clean Air Agreement, the Direct-Action Plan and National Energy Productivity Plan. On the Forum’s agenda, in addition to reducing vehicle tailpipe emissions, was investigating the case for vehicle fuel efficiency standards and labelling. To date the Forum has released:

- a draft Regulation Impact Statement on improving the efficiency of new light vehicles;
- a draft Regulation Impact Statement on strengthening noxious emissions standards for light and heavy vehicles; and
- a discussion paper on improving fuel quality standards.

Since 2002, the average efficiency of new light vehicles sold in Australia (in terms of grams of CO₂ produced per kilometre travelled) has improved from 252g/km in 2002 to 184g/km in 2015 (NTC 2016). This is still substantially higher than both: (a) the proposed new standards, and (b) international averages. The proposed fuel efficiency standard for light vehicles, if passed through Parliament, will come into place in 2020 and will require car companies to start reporting sales and efficiency levels. By 2022, 65% of their vehicle sales would have to comply with the emissions target, rising to 100% by 2025. The proposed standard put forward by the Forum is 105 grams of CO₂/kilometre.

Given the direction that the rest of the world is heading in terms of vehicle efficiency standards, and Australia potentially following suit, it is envisaged that original engine manufacturers (OEMs) will be incentivised to produce lower emission vehicles and introduce more Electric Vehicles (EVs) to Australia.
2.2 State Policy and Schemes

2.2.1 Nation-wide

The States are currently advocating to the Federal Government for the following actions in order to overcome distortory fiscal and regulatory policies:

- The amendment/abolishment of fringe benefit tax (FBT) for light vehicles. FBT applies to an employee when a work vehicle under one tonne is available for personal use. This currently distorts environmental outcomes by incentivising the purchase of light commercial vehicles over smaller passenger vehicles.
- An exemption from import/customs duty for EVs and very low emission vehicles. Given that low emission vehicles currently incur a premium as a new technology, and due to the fact that the majority are high-end brands, they exceed the luxury tax threshold. (The Luxury Car Tax is payable by businesses which sell or import luxury cars, where the value of the car is above $57,466, or $75,375 for fuel-efficient cars with a fuel consumption of less than 7L per 100 km).

Nation-wide, States are also beginning to participate, to some extent, in schemes designed to promote the establishment of public recharging infrastructure for EVs. Major State government EV charging and other transport related initiatives to date include:

- Queensland Electric Vehicle Super highway. Eighteen fast-charging charging stations installed around Queensland to allow electric vehicles to travel from the Gold Coast to Cairns (Ergon mapped its network in 2016 to identify potential charging point sites)
- City of Adelaide Electric Vehicle Charging Hub. Two fast Charging Stations (AC 22kW) and two Super Fast Charging Stations (DC 50kW) serviced by the City of Adelaide service; four Tesla Superchargers (125 kW) serviced by Tesla; and 40 charging stations to be rolled out in the City during 2017.
- The NSW Climate Change Policy. The State has committed to achieving net zero emissions by 2050. The NSW Government is investing $1.4 billion to achieve this through the Climate Change Fund and is investigating ways to improve productivity in the light and heavy transport sector.
- The ACT stamp duty exemption. The Government provides a stamp duty exemption on new vehicles with an emissions rating of less than 130gCO2-e/km.
- The Queensland Government targets. As of 2017, new targets will reflect Queensland’s commitment to ensuring that global average temperature increases remain below 2°C. The Department of Transport and Main Roads’ (TMR) has requested works for a Transport Abatement Modelling Project to identify initiatives for implementation.
- RAC Electric Highway. The Royal Automotive Club (RAC) of Western Australia is establishing a user-pays electric highway that will feature 12 locations in Perth and throughout the South West with publicly accessible electric vehicle fast-charging DC stations. Charging stations have been funded by RAC but are owned and maintained by local governments in the region.

2.2.2 Victoria

Victoria has enacted the Victorian Climate Change Act 2017. The Act, which came into effect on 1 November 2017, sets a long-term emissions reduction target of net zero greenhouse gas emissions by 2050. In support of this goal, the Victorian government has introduced a carbon reduction pledge initiative, the “Take 2” program, which calls on all

---

2 The user pays 45 cents per kilowatt-hour of electricity consumed, plus a $1 per transaction fee (RAC 2017).
Victorians, including government organisations, to make a pledge towards implementing emission reduction strategies. The Act envisages that one of the actions to be taken by the State to achieve its targets is to shift from fossil fuel energy (gas, petrol, diesel, etc) for transport towards clean energy options.

2.3 Market Demand

2.3.1 Low emission vehicles

The term Low Emission Vehicle (LEV) refers to vehicles producing less than the average vehicle’s emissions. Generally included in this category of vehicles are Electric Vehicles (EVs) hybrid variants, and fuel cell vehicles.

Australia’s total EV fleet is approximately 5000 vehicles. To put that in perspective, there are currently around 18 million vehicles registered in Australia, more than 1.1 million new vehicles are sold each year, and around 4 million vehicles are sold in the used car market each year (DOI 2016b).

There has been a total worldwide sales growth of 40%, which the International Energy Agency attributed to the expansion in production capacity, a bigger range of models and improved vehicle performance (IEA 2017). Technology costs have declined significantly, with battery costs approximately 20% of their cost five years ago, thus reducing the price premium on EVs. While battery electric vehicles (BEVs) and plug-in hybrid electric vehicles (PHEVs) currently account for less than 1% of the cars produced worldwide, it is reported that we are at the beginning of a global EV revolution, particularly given the growth in the Chinese market (Figure 4).

![Figure 4: Evolution of the Global Electric Car Stocks, 2010 – 2016 (IEA 2017).](image)

Despite international sales of EVs on the increase, Australia’s market has not followed suit. EV sales dropped in 2015 (Figure 5); with only 0.1 per cent of new vehicle sales in 2016 being EVs; half fully electric and the rest hybrid-electric vehicles (Climate Works 2017). Hence, there is limited availability in Australia. Table 1 provides details of available and soon to be available vehicles (noting that the price is inclusive of GST and exclusive of government discounts).

![Figure 5: Electric Vehicle Sales in Australia, Including estimated Tesla sales (source: Climate Works 2017)](image)
<table>
<thead>
<tr>
<th>Vehicles</th>
<th>Availability</th>
<th>Vehicle Type</th>
<th>Range</th>
<th>Vehicle Plug</th>
<th>Fuel Efficiency</th>
<th>Price Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fully Electric</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BMW i3</td>
<td>Available</td>
<td>Small</td>
<td>Up to 312km</td>
<td>Type 1 (SAE J1772)</td>
<td>12.6 kWh/100km</td>
<td>$70,000 - $81,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Tesla SuperChargers</td>
<td>0g CO₂e/km</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>CHAdeMO and Level 1,2 SAE J1772 compatible</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>9g CO₂e/km</td>
<td>$124,677 – $180,884</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tesla Model S</td>
<td>Available</td>
<td>Sedan</td>
<td>75kWh Battery (490km); 100kWh battery (632km)</td>
<td>Tesla SuperChargers; CHAdeMO and Type 2 (IEC 62196/Mennekes)</td>
<td>0g CO₂e/km</td>
<td>$150,591 - $184,717</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tesla Model X</td>
<td>Available</td>
<td>Sedan</td>
<td>75kWh Battery (417 km); 100kWh battery (565km)</td>
<td>Tesla SuperChargers; CHAdeMO and Type 2 (IEC 62196/Mennekes)</td>
<td>0g CO₂e/km</td>
<td>$150,591 - $184,717</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tesla Model 3 (100% Electric)</td>
<td>Can reserve vehicle (12 to 18 months delivery)</td>
<td>Sedan</td>
<td>345km</td>
<td>Tesla SuperChargers; CHAdeMO and Type 2 (IEC 62196/Mennekes)</td>
<td>0g CO₂e/km</td>
<td>TBA</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$50,000</td>
</tr>
<tr>
<td>Renault ZOE (100% Electric)</td>
<td>Expected November 2017 release</td>
<td>5 door Hatch</td>
<td>Up to 270km NEDC* (120-200km 'real life' driving range)</td>
<td>Type 2 (IEC 62196/ Mennekes)</td>
<td>22kW</td>
<td>13.3 kWh/100km</td>
</tr>
<tr>
<td>Renault Kangoo Z.E. (100% Electric)</td>
<td>Expected November 2017 release</td>
<td>Small Commercial Van</td>
<td>Up to 403km NEDC* (200-300km 'real life' driving range)</td>
<td>Type 2 (IEC 62196/ Mennekes)</td>
<td>15.5kWh/100km</td>
<td>~$45,000</td>
</tr>
<tr>
<td>Hyundai IONIQ, EV (100% Electric)</td>
<td>Expected Mid 2018</td>
<td>Sedan</td>
<td>280km - TBC</td>
<td>Type 2 (IEC 62196/ Mennekes)</td>
<td>22kW</td>
<td>TBC</td>
</tr>
<tr>
<td>New Nissan Leaf (100% Electric)</td>
<td>TBC</td>
<td>Hatchback</td>
<td>240km</td>
<td>Type 1 (SAE J1772)</td>
<td>NA</td>
<td>$US28,992</td>
</tr>
<tr>
<td>Plug-in Hybrid</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mitsubishi Outlander PHEV</td>
<td>Available</td>
<td>SUV</td>
<td>Electric Range 40-50km EV + petrol 500-600km</td>
<td>Type 1 (SAE J1772)</td>
<td>1.7 l/100km 41g CO₂e/km 9.8kWh/100km</td>
<td>$50,490 - $55,490</td>
</tr>
<tr>
<td>BMW 740e</td>
<td>Available</td>
<td>Sedan</td>
<td>Electric only up to 44km</td>
<td>Type 1 (SAE J1772)</td>
<td>2.2 l/100 km 50g CO₂e/km 13.3kWh/100km</td>
<td>$250,000</td>
</tr>
</tbody>
</table>

* NEDC*: New European Driving Cycle
<table>
<thead>
<tr>
<th>Vehicles</th>
<th>Availability</th>
<th>Vehicle Type</th>
<th>Range</th>
<th>Vehicle Plug</th>
<th>Fuel Efficiency</th>
<th>Price Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volvo XC90 T8</td>
<td>Available</td>
<td>7 seat</td>
<td>Electric only up to 22km</td>
<td>Type 1 (SAE J1772)</td>
<td>2.1 l/100km 49g CO₂e/km</td>
<td>$136,167</td>
</tr>
<tr>
<td>BMW i8</td>
<td>Available</td>
<td>Coupe</td>
<td>Electric range 37km</td>
<td>Type 1 (SAE J1772)</td>
<td>2.1 l/100km 49g CO₂e/km 11.9 kWh/100km</td>
<td>$324,643</td>
</tr>
<tr>
<td>BMW x5 xDrive40e</td>
<td>Available</td>
<td>SAV</td>
<td>Electric only up to 31km</td>
<td>Type 1 (SAE J1772)</td>
<td>3.4 l/100km 78g CO₂e/km 15.4 kWh/100km</td>
<td>$135,543</td>
</tr>
<tr>
<td>Mercedes-Benz C 350 e</td>
<td>Available</td>
<td>Sedan</td>
<td>Electric only up to 31km</td>
<td>Type 1 (SAE J1772)</td>
<td>11.3-13.2 kWh/km 2.4 l/100km 48-54g CO₂e/km</td>
<td>$84,045</td>
</tr>
<tr>
<td>Mercedes-Benz E 350 e</td>
<td>Available</td>
<td>Sedan</td>
<td>Electric only up to 33km</td>
<td>Type 1 (SAE J1772)</td>
<td>2.5 l/100km 49-57 gCO₂e/km 11.5-14 kWh/100km</td>
<td>$142,907</td>
</tr>
<tr>
<td>Mercedes-Benz GLE 500 e</td>
<td>Available</td>
<td>SUV</td>
<td>Electric only up to 30km</td>
<td>Type 1 (SAE J1772)</td>
<td>16.7 kWh/km 3.3l/100km 78g CO₂e/km</td>
<td>$140,692</td>
</tr>
<tr>
<td>Mercedes-Benz S 500 e</td>
<td>Available</td>
<td>Long Saloon</td>
<td>Electric only up to 33km</td>
<td>Type 1 (SAE J1772)</td>
<td>13.5 kWh/km 2.8/100km 78g CO₂e/km</td>
<td>$341,279</td>
</tr>
<tr>
<td>Porsche Cayenne S E-Hybrid</td>
<td>Available</td>
<td>SUV</td>
<td>Electric only up to 18-38km</td>
<td>Type 1 (SAE J1772)</td>
<td>3.4 l/100km 79g CO₂e/km 20.8 kWh/100km</td>
<td>$161,202</td>
</tr>
<tr>
<td>Porsche Panamera 4 E-Hybrid</td>
<td>Available</td>
<td>Sedan</td>
<td>Electric only up to 25-51km</td>
<td>Type 1 (SAE J1772)</td>
<td>2.5 l/100km 56g CO₂e/km 15.9 kWh/100km</td>
<td>$270,000</td>
</tr>
<tr>
<td>BMW 330e</td>
<td>Available</td>
<td>Sedan</td>
<td>Electric only up to 37 km</td>
<td>Type 1 (SAE J1772)</td>
<td>11.0 kWh/100km 49g CO₂e/km 2.1 l/100km</td>
<td>$80,097</td>
</tr>
<tr>
<td>Hyundai IONIQ (PHEV)</td>
<td>Expected mid-2018</td>
<td>Sedan</td>
<td>TBC</td>
<td>Type 2 (IEC 62196/Mennekes)</td>
<td>22kw 1.1 l/100km</td>
<td>TBC</td>
</tr>
<tr>
<td>Volkswagen Golf GTE (PHEV)</td>
<td>Possible 2018 release</td>
<td>Hatchback</td>
<td>49km electric 827km total (NDEC)</td>
<td>Type 2 (IEC 62196/Mennekes)</td>
<td>1.6l/100km</td>
<td>EUK28,139</td>
</tr>
</tbody>
</table>

Fuel Cells

| Toyota Mirai              | Unknown    | Sedan       | ~500km                       | NA           | 3.6l/100km | ~$7,500 USD |
Councils, as stewards in the community, have a responsibility to provide leadership to the community. Incorporating LEVs within Council fleets will provide demonstrations of their use and help create a demand for OEMs to release more vehicles into the Australian market. Further, retired Council vehicles feed the second-hand vehicle market, making LEVs more accessible to the community.

More vehicles are available overseas. However, importation of vehicles requires approval from the Department of Immigration and Border Protection in accordance with the Motor Vehicle Standards Regulations 1989, and will be subject to additional costs and taxes. There is currently a proposed reform to the Motor Vehicle Standards Regulations 1989 to include “Environmental Performance Vehicles” as an option in the “Specialist and Enthusiast Vehicle Register”; enabling businesses to import LEVs not currently available in Australia. These reforms are expected to be introduced by 2019 (Australian Government 2017b). Currently the easiest way to import a vehicle not available in Australia is through the manufacturer. Ndevr Environmental approached Nissan to provide minimum numbers required for it to provide the new Leaf in Australia, however details are still to be advised.

Accordingly, from the available vehicles the following are considered suitable for further consideration in Council fleets (i.e. <$50,000):

- Mitsubishi Outlander plug-in hybrid; available now for purchase or lease
- Tesla Model 3, fully electric - available for purchase now delivery in 12 months
- Renault Zoe, fully electric - available for purchase since November 2017
- Renault Kangoo, fully electric - available for purchase since November 2017
- The Hyundai vehicles - expected in 2018, while the price has not been released they are not expected to be in the luxury vehicle range and there is an opportunity for Councils to participate in a pilot/evaluation program (per com Hyundai 2017)

### 2.3.2 Charging Infrastructure

Recharging infrastructure requires the consideration of multiple variables: charging level/mode, plug, and vehicle standards.

There are three levels of recharging available, varying in the output of voltage and amps and thus charging time:

- **Level 1 trickle charging.** EVs can be charged from a wall power socket involving voltages of 240 volts and transfer rates in the order of 15 amps; this process takes approximately 8 hours and is suited to a domestic environment.

- **Level 2 fast charging.** This form of recharging uses the same voltages as trickle charging but involves higher electric currents (typically 20–80 amps); and takes approximately 8 - 4 hours to recharge.

- **Level 3 rapid charging.** This form uses high voltages (around 400 volts) and high transfer rates (up to 600 amps); and takes in the order of 30 minutes to recharge. Tesla also offers their own superchargers which is reported to add 270kms of range to Tesla vehicles in only 30 minutes.

All car batteries are direct current (DC), so power must go into them as DC. Level 1 and 2 require the EVSE\(^3\) (electric vehicle supply equipment) outputs alternating current (AC) to be rectified to DC within the vehicle’s onboard system.

---

\(^3\) EVSE includes all the components required to supply electricity from an electricity source to the electric vehicle battery.
Level 3 chargers output DC which flows directly into the battery. This is faster than AC charging because the DC Charger can rectify more power than the car.

There are several types of plugs, as there are currently multiple plug standards for both AC and DC charging. Some vehicles may be compatible with multiple plugs. However, the Tesla Supercharger plug is only compatible with Tesla EVs. For AC charging, there is a Type 1 and Type 2 plug design. The DC chargers also base their designs off the AC chargers, with the exception of CHAdeMO. Car manufacturers currently incorporate different plug standards for different regions. There is currently a push to implement a single standard before the mass rollout of public EV charging infrastructure, as replacement and retrofitting is expensive (ClimateWorks 2015). Appendix C – Charging Overview provides an overview of the recharging options aligned with level, mode, plug type and compatible vehicle standards.

While there is currently limited availability of low emission vehicles, the market and policy signs, both at the international and domestic levels, are positive in the sense that the range of vehicles available in Australia will continue to grow; and the infrastructure required to support their use will become more readily available. From a policy perspective and considering the leadership position of Councils in contributing towards a low or zero carbon future, the shift towards the inclusion of low emission vehicles in Council fleets is therefore a critical issue.
3 Current Operations

This chapter details the current fleet operations, policy and context at MCC. This information is based upon the fleet data and policies provided, responses to the stakeholder survey and discussions with the MCC NAGA representative.

3.1 Existing Moreland Policies

Guiding Council’s internal policy setting is its commitment to the Global Covenant of Mayors for Climate & Energy initiative (GCoM). Participants create locally relevant action plans that are registered, implemented and monitored, and publicly available.

Further influencing Council’s internal policy setting is its pledge under the TAKE2 program, and carbon neutrality under the Federal Governments NCOS scheme.

Current policies provided to Ndevr Environmental include:

- **MCC Vehicle Policy.** MCC is currently in the process of reviewing its Vehicle Policy, which has been in effect since 2005 (endorsed by the Chief Executive Officer of the time). Key points of the current policy include:
  - All vehicles – private and commuter – are to be included in the Council pool for general business use
  - All vehicles are to be fit for purpose
  - Changed over every 2-3 years or 40,000km - 60,000km.
  - Purchased and maintained by the Fleet Maintenance Unit.
  - All employees are to be regularly trained in defensive driving.
  - Vehicles are to be selected based on: Safety, Environmental impact, Fuel consumption, Maintenance requirements, and Changeover/sale of cost.
  - There is a separate policy for the Mayoral Vehicle.

The draft revised policy includes a limit on environmental performance of a vehicle, and seeks to implement guidance for selecting the lowest emission fit for purpose vehicle. Further, it proposed to establish a Fleet Committee to oversee changes and implementation to the policy.

- **Corporate Carbon Reduction Plan.** MCC has established itself as a national leader in carbon management. This plan details the path to zero carbon by 2050. The plan includes incorporation of additional EVs, replacing waste trucks with lower emission alternatives (currently implementing a hydrogen project), updating Council’s green travel plan, updating Council’s vehicle policy, investigating teleconferencing, and smart driver training.

Further, MCC has installed eleven EV charging stations around the municipality to encourage uptake by the community.
3.2 Fleet Data

MCC has a light vehicle fleet size of 120. During the 2017 financial year 125 vehicles (52 passenger and 73 light commercial) were operated, with 5 retired prior to June 30, 2017. Vehicles combined travelled a total of 1,323,521 km and consumed 53,452L of petrol, 63,422L diesel, and 41,710L of LPG costing council $166,535.

MCC owns its entire fleet. The average vehicle age is 4 years and all vehicles are serviced on-site at a Council depot. The intended turn-over period is 3 years for passenger vehicles, and 4 years for utility vehicles. Some key information is displayed in the charts below. Namely:

» There is currently a larger portion of LCVs (58%) than passenger vehicles (42%).
» The fleet consists predominantly of petrol (45%) and diesel (37%) fuelled vehicles.
» The largest portion of vehicles is in the City Infrastructure department (60%).
» There are three EVs (Nissan Leafs) and 13 hybrids (Prius and Camrys).
» Currently, the majority of vehicles is housed at employee residences (67%) and therefore available for personal use.

Further insights from the data include:

» City Infrastructure Department has the most fleet vehicles and twice as many LCVs than passenger vehicles.
The average annual distance travelled by Council fleet vehicles for the 2016/17 financial year was 10,512 km. The distribution of vehicle annual distances travelled is shown in Figure 7. It is estimated that the average daily distance of all fleet vehicles is approximately 44 km.

![Figure 7: Number of vehicles by distance travelled for the financial year](image)

There is a diverse mix of vehicle models in the current fleet. The average emissions intensity for the different vehicle types within Council’s fleet is shown in Figure 8 in comparison to the average emission intensity of new vehicles sold in Australia in 2016 and the proposed target for new vehicles.

![Figure 8: Average gCO2e/km for each MCC fleet vehicle model](image)
3.3 Stakeholder Analysis

A survey was distributed to all participating councils to gain a better understanding of:

- Fleet management policies and procedures
- Environmental strategies or environmental targets
- Emission reduction targets
- Attitudes towards LEVs
- Suitability for the integration of more LEVs and
- Barriers to implementation of emerging electric vehicle technologies

A summary of findings from the survey responses from MCC staff is listed in Table 2 below and more detail is provided in Appendix A – Survey Responses. The survey also revealed that:

- MCC has emission reduction targets or in the process of developing them
- Targets do not explicitly include fleet operations, but fleet is working with the Environment/Sustainability team
- There is a budget for emission reduction activities
- A vehicle allowance and travel allowance are given to some employees
- There are no guidelines for how a vehicle allowance is spent
- Employees can opt-in to cycle or use public transport instead of receiving a vehicle

<table>
<thead>
<tr>
<th>Survey Question</th>
<th>Most Selected Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>What do you think of Council’s current process for selecting vehicles?</td>
<td>Room for Improvement</td>
</tr>
<tr>
<td>Have you driven a LEV?</td>
<td>Yes – Work Vehicle</td>
</tr>
<tr>
<td>Would you like to see LEVs in Council’s fleet?</td>
<td>Yes</td>
</tr>
<tr>
<td>What are the main reasons you want to see more LEVs in your fleet?</td>
<td>To aid in meeting greenhouse emission reduction targets</td>
</tr>
<tr>
<td>What do you see as the biggest barriers to introducing electric or plug-in hybrid vehicles into your fleet? (for those that want to see LEVs in the fleet)</td>
<td>Range anxiety (length of trips exceeding battery charge)</td>
</tr>
<tr>
<td>If you are a participant on the project team for the NAGA Low Emission Fleet Assessment, what are you hoping to understand through this engagement?</td>
<td>“Identifying opportunity’s that convince the organisation to move to low emissions vehicles”</td>
</tr>
<tr>
<td>If you are a participant on the project team for the NAGA Low Emission Fleet Assessment, are there any problem areas you see in reducing fleet emissions for the group of participating councils?</td>
<td>“Up front cost of low emissions vehicles”</td>
</tr>
<tr>
<td>Other comments</td>
<td>“Bring it on!”</td>
</tr>
</tbody>
</table>
Key Observations
The following findings were noted from the information provided:

» **There is a policy framework and key Council strategic drivers are in place to facilitate improvement.** MCC’s carbon reduction plan, participation in GCoM, pledge to take Take 2, carbon neutrality under NCOS and position in the community as a leader in sustainable transport provide MCC with strong justification for taking bold actions to implement improvement.

» **Carbon Neutral Council.** Council, as a carbon neutral organisation is required to purchase offsets which will provide an additional financial case for improvement actions.

» **Infrastructure to support EV and PHEV is already in place.** MCC has level 2 and level 3 charging infrastructure on site and public charging infrastructure throughout the municipality, placing it in an ideal situation to introduce further EVs into the fleet. Further, MCC is implementing a hydrogen waste truck pilot project with a hydrogen refuelling station that could be used for fuel cell vehicles.

» **There is an opportunity to reduce the number of vehicles.** While the current vehicle policy stipulates that vehicle utilisation is to remain above 70%, there is no formal process in place to monitor this and the data indicates that more than 50% of the fleet is travelling less than 5,000 km/p.a. Removing vehicles from the fleet has financial savings, both in terms of capital and operating costs.

» **There is an opportunity to implement a pool of tool-of-trade vehicles.** MCC has a large proportion of LCVs, most of which are used by employees in the City Infrastructure Department and as such serve specific carrying requirements. However, a portion of these vehicles are used by departments that would have little to no carrying requirements. LCVs have higher fuel consumption rates. Savings could thus be achieved by providing a pool of LCVs for use when they are required so that when they are not required individuals can utilise smaller, more efficient vehicles. Further, PHEVs are available that can undertake some of the tasks that these LCVs are required for.

» **Staff vehicle selection may be preventing adoption of LEVs.** MCC’s policies allow for some employees to choose their own vehicles. There is an opportunity to implement a cap (i.e. maximum gCO2e/km rating) on the type of vehicles that can be selected to ensure alignment with MCC’s strategic objectives.

» **Room for improvement in data collection and monitoring.** Data on fleet usage is currently collected through fuel cards, where the annual distance travelled data is only available by odometer readings provided to service attendants during refuelling. These odometer readings are prone to error, or not provided at all in some instances. Further, manual logbooks are not being completed. Telematics or a key safe system will be able to provide more reliable data that can be used in fleet assessments, utilisation assessments and emissions tracking.
4 Opportunities for Improvement

The objective for this engagement is to assist the NAGA Councils in reducing fleet GHG emissions, with a particular interest in low emission vehicles. As shown in Figure 9, in addition to (a) vehicle characteristics, which is where low emission vehicles are considered, light vehicle energy productivity (which in turn influences emissions production) is also affected by (b) vehicle use, (c) the nature of the vehicle operating environment, and (d) the individual behaviours of drivers.

Accordingly, to reduce emissions from Council’s fleet, policies and initiatives that affect any or all of these different factors can facilitate improved productivity and emission reductions.

This chapter discusses improvements at a higher level, highlighting potential areas for Council’s consideration for further discussion at the workshop.
4.1 Selection and Allocation of Vehicles – Procurement Practices

The effective selection and allocation of vehicles requires consideration of a myriad of factors (business needs, brand reputation, safety, human resource requirements, environmental drivers, carbon liability, tax liability, capital cost, operating costs, compliance and reporting obligations, maintenance requirements etc.).

A vehicle procurement policy is a formal document that details how fleet vehicles are to be selected and allocated and that considers all of the above factors as suitable for the organisation. It enables an organisation’s corporate strategies, aims and objectives, to be embedded in the decision-making process.

Accordingly, an effective procurement policy can ensure that adequate consideration is given to the environmental impact, while delivering the required business transport needs with best value use of Council funds. It can be used as a means to realise the benefits associated with:

- **Downsizing the fleet.** Every vehicle within a fleet incurs costs (capital cost, fuel operating costs, maintenance costs, insurances, and for those liable - fringe benefit tax). Any opportunity to reduce the number of vehicles will save unnecessary expenditure and funds that can be used elsewhere (e.g. on emission reduction activities). Less vehicles equals less costs. The procurement policy can include guidance on the eligibility for allocation of a vehicle and the process for review. Pooling vehicles holds great potential for reducing the total fleet size (although any changes to employee allocations should include consultation with HR). When considering vehicle selection, it should first be confirmed that there is a business need for the vehicle, or whether the need can be accommodated by an existing pool vehicle. A number of fleets also utilise telematics technology to determine utilisation, which can further assist in identifying opportunities for fleet size reduction (additional information including a case study on telematics is attached).

- **Ensuring the lowest emission fit for purpose vehicles are selected.** Provided the task required can be achieved, the vehicle selected should be the lowest emission vehicle available to minimise the environmental impact of fleet operations. Figure 10 illustrates the ‘electric first’ procurement policy implemented by Greater Wellington Regional Council (GWRC). Employees opting out of an EV are required to provide approved justification for not adhering to the policy. The smallest vehicle suitable for the task should also be selected. The lighter the vehicle the less fuel required to move it – making smaller vehicles in general more fuel efficient.

![Figure 10: GWRC Electric First Fleet Policy](image)

A procurement policy should provide guidance on vehicle selection for different uses; and outline roles, responsibilities and accountabilities. This guidance for vehicle selection should consider:

- Whole of life costs (residual value, operating costs, maintenance costs)
- Safety
- Environmental impact, including climate change (GHG emissions) and public health (air quality)
- Human Resources
- Utility (i.e. fit-for-purpose)
There is a significant opportunity to optimise the MCC fleet size by identifying and removing or pooling underutilised vehicles. Telematics can be used to undertake a formal utilisation review.

MCC, given the Council’s demographic and available infrastructure, is a perfect candidate for increasing the uptake of LEVs. To facilitate this transition, the revised procurement policy should put a preference/ increased weighting on environmental performance.

Given the existing policy frameworks for emission reduction this should be reflected in the revised procurement policy in line with the Council’s commitments.

Additionally, it is recommended that the Mayoral and Vehicle Policy are combined given the content is largely duplicated. Fleet reports that the higher the senior management involvement the easier improvement actions are to implement and combining the policies will aid in ensuring that MCC is setting a consistent leadership position to employees and the community.

4.2 Vehicle Use - Operational Practices and Driver Behaviour

How a vehicle is used within the organisation and by individual drivers can have a significant impact on fuel use and efficiency. Large savings can be realised by small, low cost behavioural and organisational changes.

This can be formalised in a vehicle use policy. Setting clear guidelines and expectations enables vehicle users and fleet managers to be on the same page when it comes to vehicle use. The objective should be to ensure the optimal use of an organisation’s fleet, and to support the use of vehicles only when needed.

A vehicle use policy should encourage and promote alternative modes of travel where feasible, and include the following items:

- Who may use fleet vehicles (eligibility, entitlements)
- When fleet vehicles may be used
- Vehicle booking process
- Promote car-pooling
- Promote active transport
- Use of car share companies
- Anti-idling policy
- Maintenance requirements
- Cargo loads (i.e. removing tools/equipment when not required)
- Safety requirements (no smoking, alcohol, off road driving etc.)
- Council position on the use of personal vehicles
- Accidents and insurance
- Roles and responsibilities of all parties (i.e. drivers, business unit managers etc)
- Evaluation and Review
- Associated Documents (i.e. internal policies or strategies)

Note, some organisations combine vehicle procurement and vehicle use into one policy.

Further, to support alternative modes of travel and more efficient vehicle travel Councils can:

- Access to public transport passes
- Booking systems that facilitate car pooling
» Improve trip planning (e.g. can multiple inspections be completed in one-trip)
» Access to car share schemes for overflow of vehicle demand
» Access to telecommunication equipment
» Provide driver training for staff. It can improve safety, efficiency and reduce wear and tear on vehicles. Many organisations provide defensive driver training for safety, this can be combined with ‘eco-driving’ training for efficiency gains (e.g. Unfox observed improvements of nearly 30% in some cases from a driver training program). Note that, results are dependent on the current level of driver efficiency, and that for training to be effective it needs to be refreshed and practiced. (a driver tips sheet is attached, which can be circulated to drivers).
» Ensure suitable facilities are available for active transport including change rooms, secure lockers, (see City of Sydney example below). Noting, also that active transport has the added employee health and productivity benefit.

City of Sydney Example

To promote active transport as an alternative to vehicle use the City of Sydney markets the reduced travel time associated with cycling, walking and taking public transport to employees. A “pitstop end-of-trip” facility provides 150 bicycle spaces, 160 lockers, 15 ensuite bathrooms, ironing boards and hair dryers, bike maintenance station, water station, and route-planning map.

Further, electric fleet bicycles are provided for work related travel and after completing a half day ‘cycling in the city’ training course.

MCC Vehicle usage can be improved by reducing the amount of vehicle trips by encouraging increased uptake of the available electric bicycles and promotion of active transport alternatives.

The use of telematics to monitor utilisation will assist in identifying further usage improvements (i.e. short trips that could have been completed by an active transport mode; or missed opportunities for car-pooling).

MCC’s Fleet Policy outlines that Council staff should participate in Defensive Driver Training. This could be coupled with environmental driver training.

4.3 Data Collection - Monitoring & Verification

A good data set is key to reliable results. The importance of capturing, and monitoring fleet data cannot be understated. Further, once improvements have been implemented it is important to verify the impact that they had to ensure programs are being carried out as intended. Access to granular data allows comparisons to be made between vehicles and departments to ensure efforts are focussed on the areas of greatest potential impact.

It is recommended that all Councils continue to monitor their fleet performance. The data overview in Appendix B – Fleet Data Overview can be used as a base to compare future annual data sets.
MCC’s City Infrastructure business unit was the largest contributor to fleet emissions, and tailoring improvement actions to this department will therefore have the greatest potential impact. Setting a fleet emissions intensity target will provide a goal to work towards in line with best practice and track how much effort is required to achieve it.

![Fleet emissions for financial year 2016/17 by business unit](image)

**Figure 11: Fleet emissions for financial year 2016/17 by business unit**

MCC has limited data collection and monitoring methods. If MCC did implement fleet monitoring systems or software, MCC would have greater insight into the fleet would also have the ability to readily identify areas for improvement.

### 4.4 Change Management

To bring about an effective change in behaviour, change management strategies should be aligned with the decision-making processes of individuals. The decision-making process leading to behaviour change involves three phases:

1. **Detection phase** - involves becoming aware of the problem and its importance;
2. **Decision phase** - involves choosing to take action by weighing risks of negative or business-as-usual behaviour and desirability of achieving the goal to reduce risks;
3. **Implementation phase** - involves understanding how to implement and integrate the behaviour.

Figure 12 depicts the three phases as well as key actions under each phase. The initial change management strategies should aim to bring awareness to the existence of a problem (i.e. climate change). An effective strategy in this initial phase will highlight the importance of the problem, thereby providing a rationale for the actions that will follow. Once people are aware of the problem situation, the next phase should indicate behavioural actions that could be performed to reduce the risks associated with a situation. In this second phase, information should be provided to shed light on how these actions can lead to gains or an improvement of the situation. The final phase occurs on the premise that

---

people have decided to act, but specific details about when, where and how a behaviour could be implemented should be provided to turn desire for action into implementation.

To ensure the success of the change management strategies, it is imperative that individuals are brought along the change journey from the beginning; inclusion in is key. Employee targeted marketing, workshops and internal discussions will ensure buy-in. Reinforcement of the conditions of use of fleet vehicles will occur through regular reminders; i.e. prompts to accept when booking a vehicle acknowledging acceptance.

![Diagram](image)

Figure 12: Elements of successful change management strategy by phase.\(^6\)

---


5 Conclusion

The objective of this Feasibility Assessment was to provide an assessment of current fleet performance, operations and policies to identify areas for improvement.

MCC’s light vehicle fleet was estimated to produce 367 tonnes CO$_2$-e between 1 July 2016 and 30 June 2017 with an average emissions intensity of 288 g CO$_2$-e/km. This is higher than the Australian new vehicle average of 180 g CO$_2$-e/km. MCC has a high portion of heavy LCVs and dual cab utility vehicles within its fleet; an opportunity to improve the intensity is to reduce the size of the vehicles and ensure they are fit for purpose.

MCC’s sustainable initiatives such as the hydrogen waste truck project and participation in the Carbon Neutral Program provide a good strategic base for improvement actions in relation to fleet management and fleet environmental performance.

While there are limited LEVs available, they are available within the different segments and suitable for Council use, and it is recommended they be included in the list of approved Council vehicles in the procurement policy currently being revised.

MCC has already introduced several hybrid vehicles, EVs and built up the municipality’s EV charging infrastructure. Council is well placed to build on this and to continually introduce LEVs into the light vehicle fleet. This will also further demonstrate to the local municipality that MCC is dedicated to reducing emissions and promoting sustainable modes of transport.

Items for consideration to improve fleet performance include:

» Fleet utilisation review to remove underutilised vehicles and justify pooling of others
» Consolidate the fleet, freeing up the budget to invest in more LEVs (including EVs, PHEVs, etc)
» Replacement of dedicated LCVs with no carrying requirements with low emission vehicles
» Improved monitoring and enforcing of policy and vehicle use procedures
» Increased utilisation of the electric bicycles and active transport modes
» Introducing emission capped novated leases for management vehicles
» Including a mandate to monitor and reduce fleet emissions in the Fleet Committee terms of reference
Appendix A – Survey Responses from MCC staff

Council respondents from the Environment/Sustainability departments specified that they do have emission reduction targets or are in the process of developing emission reduction targets. The targets do not explicitly include fleet emissions; however, the Sustainability Department is currently working with the fleet department to reduce emissions. Council staff indicated that there is a budget for emission reduction activities.

Human Resource staff indicated that the following entitlements are provided to employees: a vehicle allowance is provided to purchase a vehicle; a vehicle is provided and a travel allowance for operating costs is provided. There are no guidelines on how the allowance is to be spent or which vehicle is to be selected and eligible employees can opt to use alternative travel methods such as cycling or public transport instead of receiving a vehicle.

<table>
<thead>
<tr>
<th>Survey Question</th>
<th>Responses</th>
</tr>
</thead>
</table>
| What do you think of Council’s current process for selecting vehicles? | 90% - Room for improvement  
20% - Excellent |
| Have you driven a LEV? | 60% Yes – Work Vehicle  
20% Yes – Test drive  
20% No – but I would like to try one |
| Would you like to see LEVs in Council’s fleet? | 100% - Yes |
| What are the main reasons you want to see more LEVs in your fleet? | 1. To aid in meeting greenhouse emission reduction targets  
2. Public health concerns and it is a good image for council to portray  
3. They are more efficient, reduced operating costs and reduced tail pipe emissions  
4. Other councils are doing it and it is something we must look into |
| What do you see as the biggest barriers to introducing electric or plug-in hybrid vehicles into your fleet? (for those that want to see LEVs in the fleet) | 1. Range anxiety (length of trips exceeding battery charge)  
2. Price of the vehicle, types of vehicles available and new technology/reluctance to change  
3. Range anxiety (availability of recharge infrastructure)  
Perceived inconvenience (time requiring to recharge) |
| If you are a participant on the project team for the NAGA Low Emission Fleet Assessment, what are you hoping to understand through this engagement? | “Identifying opportunity’s that convince the organisation to move to low emissions vehicles” |
| If you are a participant on the project team for the NAGA Low Emission Fleet Assessment, are there any problem areas you see in reducing fleet emissions for the group of participating councils? | “Up front cost of low emissions vehicles” |
| Other comments | “Bring it on!” |
## Appendix B – Fleet Data Overview

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fleet Size</td>
<td>52</td>
</tr>
<tr>
<td>Passenger</td>
<td>73</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,323,521</strong></td>
</tr>
<tr>
<td>Annual Kilometres Traveled (km)</td>
<td></td>
</tr>
<tr>
<td>Passenger</td>
<td>493,076</td>
</tr>
<tr>
<td>Light Commercial</td>
<td>830,445</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,323,521</strong></td>
</tr>
<tr>
<td>Annual Fuel Consumption (L)</td>
<td></td>
</tr>
<tr>
<td>Petrol (ULP)</td>
<td>53,452</td>
</tr>
<tr>
<td>Diesel</td>
<td>63,422</td>
</tr>
<tr>
<td>LPG</td>
<td>41,710</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>158,583</strong></td>
</tr>
<tr>
<td>Average Fuel Consumption (L/100km)</td>
<td></td>
</tr>
<tr>
<td>Petrol (ULP)</td>
<td>10.67</td>
</tr>
<tr>
<td>Diesel</td>
<td>10.46</td>
</tr>
<tr>
<td>LPG</td>
<td>20.20</td>
</tr>
<tr>
<td><strong>Fleet Average</strong></td>
<td><strong>13.78</strong></td>
</tr>
<tr>
<td>Annual Fuel Cost ($)</td>
<td></td>
</tr>
<tr>
<td>Petrol (ULP)</td>
<td>$64,187</td>
</tr>
<tr>
<td>Diesel</td>
<td>$76,448</td>
</tr>
<tr>
<td>LPG</td>
<td>$25,900</td>
</tr>
<tr>
<td><strong>Total Fuel Cost</strong></td>
<td><strong>$166,536</strong></td>
</tr>
<tr>
<td>Average Fuel Cost ($/km)</td>
<td></td>
</tr>
<tr>
<td>Petrol (ULP)</td>
<td>$0.13</td>
</tr>
<tr>
<td>Diesel</td>
<td>$0.13</td>
</tr>
<tr>
<td>LPG</td>
<td>$0.13</td>
</tr>
<tr>
<td><strong>Fleet Average Fuel Cost</strong></td>
<td><strong>$0.13</strong></td>
</tr>
<tr>
<td>Estimated GHG emissions by vehicle type (tonnes)</td>
<td></td>
</tr>
<tr>
<td>Passenger</td>
<td>116</td>
</tr>
<tr>
<td>Commercial</td>
<td>251</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>367</strong></td>
</tr>
<tr>
<td>GHG Emission Intensity (gCO2-e/km)</td>
<td></td>
</tr>
<tr>
<td>Passenger</td>
<td>236</td>
</tr>
<tr>
<td>Commercial</td>
<td>302</td>
</tr>
<tr>
<td><strong>Average</strong></td>
<td><strong>278</strong></td>
</tr>
</tbody>
</table>
## Appendix C – Charging Overview

### Table 4: Recharging options aligned with level, mode, plug type and compatible vehicle standards. (Source: EVSE 2017; Chargepoint 2017; Jetharge 2017a; Jetharge 2017b; Briosi 2017).

<table>
<thead>
<tr>
<th>Charging Outlet</th>
<th>Power</th>
<th>Capacity</th>
<th>Mode: Safety communication protocol between EV and charging outlet</th>
<th>Plug</th>
<th>Standards</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Level 1</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trickle Charging (AC)</td>
<td>Wall socket: 240V, 15A</td>
<td>7.5-15km/h</td>
<td>Mode 1: standard power outlet with standard extension cord.</td>
<td>Type 3 – J1772</td>
<td>Level 1</td>
</tr>
<tr>
<td></td>
<td>2.5-7kW</td>
<td></td>
<td>Mode 2: Standard power outlet with 'smart' cable – power will only flow once cable has detected it is safe enough to do (e.g., no over-current or over-temperature errors).</td>
<td>- Single phase</td>
<td>Trickle Charging (AC)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Type 2 – Mennekes</td>
<td>Tesla, Renault</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>- Single and 3-phase</td>
<td></td>
</tr>
<tr>
<td><strong>Level 2</strong></td>
<td>Charging station:</td>
<td>18-40kW/hr</td>
<td>Mode 3: Wired-in AC charging station. The vehicle is connected directly to the electrical network via specific socket and plug and a dedicated circuit.</td>
<td>Type 1 – J1772</td>
<td>Level 2</td>
</tr>
<tr>
<td>Fast Charging (AC)</td>
<td>240-400V</td>
<td></td>
<td></td>
<td>- Single phase</td>
<td>Fast Charging (AC)</td>
</tr>
<tr>
<td></td>
<td>15-30A</td>
<td></td>
<td></td>
<td>Type 2 – Mennekes</td>
<td>Tesla, Renault</td>
</tr>
<tr>
<td></td>
<td>7-25kW</td>
<td></td>
<td></td>
<td>- Single and 3-phase</td>
<td></td>
</tr>
<tr>
<td><strong>Level 3</strong></td>
<td>Charging station:</td>
<td>70km/10min</td>
<td>Mode 4: Wired in DC charging station. Charger is part of station, not part of car.</td>
<td>CHAdeMO</td>
<td>Level 3</td>
</tr>
<tr>
<td>Rapid Charging (DC)</td>
<td>400-500V</td>
<td>420kW/hr</td>
<td></td>
<td>CCS Combo</td>
<td>Rapid Charging (DC)</td>
</tr>
<tr>
<td></td>
<td>100-125A</td>
<td>80% charge within 30min</td>
<td></td>
<td>- AC compatible, therefore Type 1 and 2 variants</td>
<td>Volkswagen, BMW, Ford, Hyundai</td>
</tr>
<tr>
<td></td>
<td>25-135kW</td>
<td></td>
<td></td>
<td>Tesla Supercharger</td>
<td>Only work with Tesla cars; incompatible with other cars even if they have a type 2 plug</td>
</tr>
<tr>
<td></td>
<td>Tesla SuperCharger</td>
<td></td>
<td></td>
<td>- Uses Type 2 plug</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(135kW)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Appendix D – Telematics Fact Sheet

Telematics

Telematics can provide fleet managers with critical information to enhance day-to-day business functions.

WHAT IS TELEMETRICS?
Telematics (also known as in-vehicle monitoring systems or GPS tracking) is the technology of collecting information relating to vehicles via telecommunication devices. The technology can be used to collect data on vehicle location and kilometres travelled, start up and shut down, idling, speed, braking and so on. This data can be presented in real time or batched daily. Telematics can be used for a range of fleet management services including:
- Vehicle tracking and real-time mapping
- Job dispatching and two-way messaging
- Vehicle maintenance
- Driver safety and management
- Date and time stamps
- Driver login
- Booking systems and carpooling

BENEFITS
The greater access to data the better a business is equipped to manage operations. Effectively using telematics will improve:
- **Staff Safety.** Remote workers can remain in contact, and are contactable in an emergency.
- **Vehicle Utilisation.** Under-utilised vehicles can be pooled or removed reducing fleet costs. Ability to integrate with vehicle booking systems to ensure fit for purpose vehicles are being used.
- **Route Optimisation.** Systems can aid in journey management ensuring that the most efficient journey is planned.
- **Insurance Claims.** Due to easy access to verifiable data on date/time/location/driver and speed of fleet vehicles.

WHAT SYSTEM SHOULD I USE?
Different systems offer different levels of information, which provide different benefits. Identifying the main areas where you are seeking more transparency of vehicle use and behaviour will assist in deciding which system and service provider to use. (see table overleaf for the different system capabilities and their benefits).

To further aid in decision-making fleet managers can:
- Go to Tender and make service providers bid to provide you with the best service for their best price
- “Try before you buy” through pilots and trials to ensure the system is best for your operations in terms of information provided, functionality, and ease of use.

POLICY CONSIDERATIONS
Introduction of a telematics system needs to be supported by policies outlining the appropriate use and code of conduct associated with the technology. These documents should outline how, and when, the technology and associated data will be used to mitigate any potential HR issues around staff privacy.
SYSTEM CAPABILITIES & BENEFITS
Identify what telematics system capabilities will provide your business with the greatest benefit for your business needs.

<table>
<thead>
<tr>
<th>Telematics Capabilities</th>
<th>Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Reduced fuel consumption</td>
</tr>
<tr>
<td>Real time vehicle location</td>
<td>✓</td>
</tr>
<tr>
<td>Vehicle speed</td>
<td>✓</td>
</tr>
<tr>
<td>Trip time</td>
<td>✓</td>
</tr>
<tr>
<td>Braking and idling</td>
<td>✓</td>
</tr>
<tr>
<td>Kilometres travelled</td>
<td>✓</td>
</tr>
<tr>
<td>Driver login</td>
<td></td>
</tr>
<tr>
<td>Booking and carpooling</td>
<td>✓</td>
</tr>
<tr>
<td>Tracking vehicle</td>
<td>✓</td>
</tr>
<tr>
<td>maintenance</td>
<td></td>
</tr>
</tbody>
</table>

CASE STUDY
Tasmanian Department of Health and Human Services
GPS telematics can assist with decision making when looking to consolidate your vehicle fleet. As an example, the Tasmanian Department of Health and Human Services (DHHS) purchased 100 GPS tracking units in 2010 and rotated them through operational vehicles to determine vehicle usage patterns.

Access to this information allowed the Department to downsize the fleet and consolidate pool vehicles (when there is a peak demand for vehicles, hire cars are arranged).

Over a four-year period (June 2011 to June 2015) this resulted in reduction of:

- **Fleet size** 10%
- **Distance travelled** 22%
- **Fuel use** 23%
- **Savings $2,896,181**
- **Emission reduction** 15%

Following this investigation, DHHS pooled all vehicles that were not used for specialist purposes using a Pool Vehicle Booking (PVB) system to correct the imbalance between different vehicle utilisation rates.
## Appendix E – Driver Tips

<table>
<thead>
<tr>
<th>Drive smoothly</th>
<th>Ease back on the accelerator</th>
<th>Improve braking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scan ahead and maintain a good distance from the vehicle in front to limit stop-start driving</td>
<td>Scanning ahead as far as possible to anticipate and travel with the flow of traffic avoids unnecessary acceleration and braking</td>
<td>Use defensive driving techniques so you can decelerate early and avoid the need for harsh braking and re-acceleration</td>
</tr>
<tr>
<td><strong>Potential abatement up to 20%</strong></td>
<td><strong>Potential abatement 5-15%</strong></td>
<td><strong>Potential abatement 3-5%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reduce unnecessary idling</th>
<th>Drive off immediately</th>
<th>Manage speed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Turn off and restart engine when loading / unloading or waiting for traffic - for any stop over 30 seconds.</td>
<td>It is not necessary to warm up modern engines.</td>
<td>Vehicles are generally less efficient at high speeds. Driving at 90 kph, saves around 25% fuel, compared to travelling at 110 kph 50kph on urban roads and 90 kph on the highway are the most efficient speeds for passenger vehicles.</td>
</tr>
<tr>
<td><strong>Potential abatement 5-7%</strong></td>
<td><strong>Potential abatement 2-4%</strong></td>
<td><strong>Potential abatement 7-23%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Wind up the window</th>
<th>Utilise cruise control</th>
<th>Drive in the correct gear / high gear</th>
</tr>
</thead>
<tbody>
<tr>
<td>At speed aerodynamic drag created by open windows reduces fuel efficiency. Over 80kph open windows cost 10% fuel efficiency.</td>
<td>Using cruise control not only keeps you to the speed limit, it encourages smooth driving by reducing the need to accelerate and brake.</td>
<td>Driving in a gear lower than you need wastes fuel, and letting the engine labour in top gear on hills and corners is also wasteful. Change gears to maintain engine revs between 1,500-2,500 rpm</td>
</tr>
<tr>
<td><strong>Potential abatement 5% on average</strong></td>
<td><strong>Potential abatement 5-10%</strong></td>
<td><strong>Potential abatement 7-14%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reduce air-con usage</th>
<th>Remove aerodynamic drag</th>
<th>Remove unnecessary cargo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air-conditioners use 10% extra fuel when operating. Wind down the windows when you are travelling above 60kph. Over 80kph wind the windows up - the drag caused by open windows is greater than the load of the air-conditioner and can reduce fuel efficiency by 5%.</td>
<td>Exterior equipment such as roof racks and bike racks can produce aerodynamic drag or wind resistance and thus reduce vehicle efficiency. These should be removed when not required. At high speeds aerodynamic drag from exterior equipment can cost up to 20% fuel efficiency.</td>
<td>The more weight a vehicle carries the more fuel it uses. Leave heavy items like tools and sports equipment at home when you don’t need them. Each extra 50kg can increase fuel use by 2%.</td>
</tr>
<tr>
<td><strong>Potential abatement 2-10%</strong></td>
<td><strong>Potential abatement 2-10%</strong></td>
<td><strong>Potential abatement 7-14%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Check tyre pressure</th>
<th>Keep up vehicle maintenance</th>
<th>Avoid overfilling the fuel tank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under-inflated tyres increase rolling resistance, i.e. friction against the road. Check your tyres regularly and inflate to the highest pressure recommended by the manufacturer.</td>
<td>Well maintained vehicles operate most efficiently. Check oil and coolant levels and complete regular servicing to keep your car operating tip top condition.</td>
<td>Stop refueling when the automated sensor on the fuel bowser first clicks off the nozzle. This limits loss of fuel through the vehicle tank overflow pipe and by fuel evaporation.</td>
</tr>
<tr>
<td><strong>Potential abatement up to 10%</strong></td>
<td><strong>Potential abatement up to 15%</strong></td>
<td><strong>Potential abatement 2-5%</strong></td>
</tr>
</tbody>
</table>
Light Vehicle Policy

Date Authorised by Chief Executive Officer: 24 April 2018
Commencement Date: June 2018
Review Date (2 years from authorised date): June 2020
Responsible Department: City Infrastructure
Responsible Officer: Manager Roads Fleet and Waste

This policy has been authorised.

Nerina Di Lorenzo
Chief Executive Officer
24 April 2018
1 Introduction
Council recognises the need to purchase light vehicles to satisfy its operational requirements so that employees are able to provide services to residents and ratepayers.

The purpose of this policy is to provide the framework for the selection, use, management and disposal of Council’s light vehicle fleet. The policy also provides a framework to ensure Council’s light vehicle fleet is of an appropriate size to meet operational requirements without inefficiencies and over resourcing.

This policy applies to anyone who is provided with or uses a Council light vehicle.

2 Context

2.1 Alignment
The following internal policies are relevant to vehicle selection and use:

- Corporate Carbon Reduction Plan;
- Certified carbon neutral organisation commitments under the federal governments National Carbon Offset Scheme;
- Compact of Mayors commitments;
- Council’s Asset Management Policy Framework;
- Moreland Integrated Transport Strategy;
- Moreland Green Travel Plan; and
- Staff code of conduct.

The operation of Council vehicles is to be as per all legislative requirements:

- Road Safety Act 1986 (including all amendments and subsidiary legislation)
- Road Safety Road Rules 2017
- Victorian Government Climate Change Act 2017
- Occupational Health and Safety Act 2004
- Local Government Act 1989

2.2 Organisational context
Council has established a leadership position in working towards a zero-carbon future. In the transport sector this is being delivered through advocacy and the provision of electric vehicle recharge infrastructure to the community. This policy extends this commitment to Council’s own fleet operations to ensure this leadership position is reflected in all Council operations.

2.3 Corporate responsibility
Government and business fleets typically make up over half of new passenger and light commercial vehicle sales in Victoria. As such, corporate buyers have a significant influence on the types of vehicles available, and their standard features. Furthermore, fleet vehicles have a relatively short turn over period, therefore ex-fleet vehicles make up a significant proportion of the used vehicle market. If organisations purchase smaller, lower emissions vehicles this creates signals that stimulate markets to meet changing demand. This then flows onto the public through the new and used vehicle market.

Therefore, in recognition of these factors Council will actively purchase smaller, more fuel-efficient and lower emissions vehicles on a path to adopting a zero-emissions fleet operation.
2.4 Research and other drivers
Council have undertaken a Vehicle Policy Review (2017) which, in addition to further internal stakeholder collaboration, underpins this policy (D17/374401).

3 Objectives
To ensure the transport requirements of Council operations are met in the most efficient, transparent and equitable manner with the lowest possible environmental footprint.

To respond to ever increasing evidence and global concern of the impact of vehicle emissions on human and environmental health. To continue Council’s commitment to addressing climate change and reducing local airborne emissions through the purchase and operation of low emission vehicles for the light vehicle fleet, with a view to transitioning to zero emissions vehicles consistent with corporate and community ‘zero carbon’ commitments.

4 Definitions

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Light vehicle fleet</td>
<td>Council vehicles which are under 3.5T Gross Vehicle Mass (GVM)</td>
</tr>
<tr>
<td>Fleet Review Committee</td>
<td>Committee consisting of representation from the Fleet, HR, ESD, Transport and Finance departments with specific terms of reference.</td>
</tr>
<tr>
<td>Vehicle class</td>
<td>Passenger vehicle, or light commercial vehicle.</td>
</tr>
<tr>
<td>Passenger vehicles</td>
<td>Motor vehicles constructed primarily for the carriage of persons.</td>
</tr>
<tr>
<td>Light Commercial Vehicles (LCV)</td>
<td>Vehicles primarily constructed for the carriage of goods, and which are less than or equal to 3.5 tonnes GVM (i.e. utilities, panel vans, cab-chassis). A vehicle which is allocated to a position with a specific operational need; department; or available in the LCV pool to meet operational needs as required.</td>
</tr>
<tr>
<td>Fit for purpose</td>
<td>A vehicle that meets the requirements of the role/function but may not be the employee’s preferred choice.</td>
</tr>
<tr>
<td>Fringe Benefit Tax (FBT)</td>
<td>A tax levied on an employer for providing a non-cash benefit to an employee. This tax is payable if cars owned or leased by Council are available for private or commuter use by employees.</td>
</tr>
<tr>
<td>Pool vehicle</td>
<td>Council vehicles garaged at Council which are available for use by employees for business purposes.</td>
</tr>
<tr>
<td>Vehicle Custodian</td>
<td>An employee with a contractual or policy entitlement to a vehicle. Or a person with no entitlement to a vehicle who is assigned the responsibility of the care and monitoring of a pool vehicle.</td>
</tr>
<tr>
<td>Hybrid</td>
<td>A vehicle that uses two or more distinct power sources</td>
</tr>
<tr>
<td>BEV</td>
<td>Battery Electric Vehicle. A vehicle that uses on board battery storage as the sole source of power</td>
</tr>
<tr>
<td>Term</td>
<td>Definition</td>
</tr>
<tr>
<td>------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>PHEV</td>
<td>Plug-in Hybrid Electric Vehicle. A vehicle that uses two or more distinct power sources but can operate as a solely electric vehicle for short distances</td>
</tr>
<tr>
<td>FCEV</td>
<td>Fuel Cell Electric Vehicle. A vehicle that uses stored hydrogen as the sole source of power</td>
</tr>
<tr>
<td>Novated lease</td>
<td>Enables a staff member to salary sacrifice lease payments on a new or second-hand vehicle by novating the lease to Council to make payments on their behalf (Not available as pool vehicles)</td>
</tr>
<tr>
<td>Supervisor</td>
<td>Employees who supervise other employees who drive in the course of their duties</td>
</tr>
<tr>
<td>Low emissions vehicle (LEV)</td>
<td>Vehicles with a semi electric drive train: i.e. plug-in hybrid (PHEV), non-plug-in hybrid (HEV), that emit much lower emissions than conventional vehicles</td>
</tr>
<tr>
<td>Zero emissions vehicle (ZEV)</td>
<td>Vehicles with a full electric drivetrain that emit no emissions: i.e. battery electric (BEV), hydrogen fuel cell electric (FCEV)</td>
</tr>
<tr>
<td>Whole of life cost</td>
<td>The capital and operating cost of a vehicle over the period of its ownership/retention</td>
</tr>
</tbody>
</table>

5 Roles and Responsibilities

<table>
<thead>
<tr>
<th>Party/parties</th>
<th>Roles and responsibilities</th>
<th>Timelines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fleet Review Committee</td>
<td>Cross-functional advisory and working group function to support Policy implementation and compliance. Committee role includes: implementation planning and collaborative operationalisation of this policy; Consideration and approvals of new or replacement vehicles in consultation with Fleet Coordinator.</td>
<td>Quarterly meeting or as required for an initial 1 year period</td>
</tr>
<tr>
<td>Manager Roads Fleet and Waste</td>
<td>Oversees that implementation of the policy Chair – Fleet Review Committee</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Fleet Coordinator</td>
<td>Implementation of this policy in consultation with the Fleet Review Committee; Vehicle purchase and oversight of fleet maintenance unit; Additional tasks as noted in this policy; Representation on the Fleet Review Committee; Management and maintenance of Council owned electric vehicle recharging infrastructure</td>
<td>As Required</td>
</tr>
</tbody>
</table>

Page 5
<table>
<thead>
<tr>
<th>Party/parties</th>
<th>Roles and responsibilities</th>
<th>Timelines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fleet Maintenance Unit</td>
<td>Vehicle and equipment maintenance and other tasks as noted in this policy</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Human Resources</td>
<td>Representation on the Fleet Review Committee</td>
<td>As required</td>
</tr>
<tr>
<td>Organisational Development</td>
<td>Representation on the Fleet Review Committee</td>
<td>As required</td>
</tr>
<tr>
<td>Environmentally Sustainable</td>
<td>Representation on the Fleet Review Committee Monitoring of fleet emissions profile</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Development</td>
<td></td>
<td>Annually</td>
</tr>
<tr>
<td>Strategic Transport and</td>
<td>Representation on the Fleet Review Committee</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Compliance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finance Operations</td>
<td>Representation on the Fleet Review Committee (Business &amp; Assets Accountant)</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Information Technology</td>
<td>Technical advice to the Fleet Review Committee in relation to fleet data management software and associated data management tools; Maintenance of electronic key safe and fleet management software</td>
<td>As required</td>
</tr>
<tr>
<td>Department Managers</td>
<td>Managing the departments' fleet use protocols; ensuring department allocated vehicles are selected in accordance with this policy</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Supervisors</td>
<td>Ensuring employees have completed, understand and signed the Vehicle Use Agreement; Ensure that employees are adhering to this policy and conditions of use; Ensure employees are safe and capable of operating a vehicle competently</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Driver</td>
<td>Holder of a current drivers licence; Compliance with the vehicle conditions of use; Responsible for safe, legal and manufacturer recommended operation of the vehicle</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Vehicle Custodian</td>
<td>Ensures that the vehicle is kept clean, maintained and roadworthy and any maintenance discrepancy's or accident damage is reported to the Fleet Coordinator</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
6 Policy Details

Vehicle allocation and types of use

Vehicle allocation is to be undertaken by the Fleet Coordinator (City Infrastructure).

All Council light fleet vehicles will be assigned a custodian who will be responsible for ensuring the vehicle is used in accordance with this policy.

An assessment of eligibility for the allocation of a Council vehicle to a Department (or a position in a Department for unrestricted private use) must be completed when any structural changes occur in the business unit or the vehicle is to be replaced. Vehicles with less than 70% utilisation (other than full private use vehicles) will be reviewed to determine if their use can be consolidated with another vehicle.

Eligibility will not be an automatic entitlement to allocation of a vehicle. Council endeavours to downsize the fleet to ensure all vehicles are over 70% utilisation.

Where a vehicle utilisation exceeds 90% the City Infrastructure Department in consultation with the Fleet Review Committee may consider and recommend additional resources be made available to ensure business needs are met.

The following types of vehicle use categories are operated at Council:

<table>
<thead>
<tr>
<th>Type of Vehicle Use</th>
<th>Eligibility</th>
<th>Operational Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pool Vehicle (first priority)</td>
<td>Council employees for council business</td>
<td>Garaged at Council&lt;br&gt;Booked via Outlook or a fleet management booking system&lt;br&gt;White vehicle with Council logo permanently affixed</td>
</tr>
<tr>
<td>Commuter Use (as needs)</td>
<td>Allocated via the Fleet Review Committee only if it provides a benefit or efficiency to Council operations</td>
<td>Garaged at an employee residence (off-street)&lt;br&gt;To be available via Outlook or a fleet management booking system&lt;br&gt;White vehicle with Council logo permanently affixed</td>
</tr>
<tr>
<td>Unrestricted Private Use</td>
<td>Allocated at the discretion of the Chief Executive Officer.</td>
<td>Garaged at an employee residence (off-street)&lt;br&gt;To be available via Outlook or a fleet management booking system during business hours&lt;br&gt;White or light colour vehicle with discreet Council logo (windscreen)</td>
</tr>
</tbody>
</table>

Unless otherwise exempted by the CEO for operational needs or logistical purposes in the case of LCV ‘Tools of Trade’ vehicles, all light vehicles shall, during working hours, be part of the overall pool of Council vehicles and shall be available to be allocated and used in accordance with organisational needs.

For short journeys or trips into neighbouring municipalities, employees should consider the use of Council’s bicycles or public transport using Council provided Myki cards as a preference over vehicle use; unless use of a tool of trade vehicle is necessary or other extenuating circumstances apply (i.e. inclement weather, carpooling, transport of materials, etc).
Vehicle selection

Council will purchase vehicles to meet its operational requirements on an on-going basis through the City Infrastructure Department, in consultation with the Fleet Review Committee. Existing vehicles due for replacement that are under 70% utilised will be reviewed first and consolidated when possible to downsize the fleet.

Vehicle selection is based on the following in order of priority:

- **Fit for purpose**: All vehicles to be the smallest appropriate vehicle capable of delivering the required application for Council business.
- **Safety**: All vehicles must meet minimum safety ratings.
- **Low emission vehicles**: With a priority on Zero Emissions Vehicles in the first instance all vehicles must meet the emissions standards listed in Appendix A.
- **Whole of life costs**: Includes downstream environmental impact of vehicles chosen and will be considered to ensure the best use of Council funds.

The Vehicle Selection Framework and evaluation score card is included in Appendix A.

The Fleet Review Committee manages the list of pre-approved vehicles, which is to be considered for review at each quarterly meeting.

Note, that any variation from the framework or pre-approved vehicles requires a business case to be presented to, and approved by, the Fleet Review Committee using the exemption form in Appendix B.

Features, options, modifications

In providing a safe work environment all passenger vehicles and light commercial vehicles will come with the following standard equipment (where available and/or applicable):

- Air-conditioning;
- Air bags;
- Power steering;
- Automatic transmission;
- ABS brakes;
- Floor mats;
- Hands free phone kits installed (preference for factory fitted option):
  - Reverse sensors/camera; and
  - GPS/telematics installed to electronically record vehicle performance and location.

No other additional features or modifications (e.g. sunroof, non-standard audio, spoilers, body kits, additional window treatment, etc) will be allowed, so that any rotation of vehicles among drivers or departments is not compromised.

Vehicle identification

A standard Council corporate logo will be affixed to the lower left hand corner of the front windscreen on all Council vehicles. The size of the logo has been set at 50 millimetres x 45 millimetres.

The standard colour for Pool and Commuter use vehicles shall be white.

Unless otherwise exempted by the Chief Executive Officer a standard Council corporate logo will be permanently affixed to the front driver and passenger’s side doors of the vehicle at all times. The size of the logo will be approximately 225 millimetres x 200 millimetres.
Conditions of use
A vehicle is only to be used if public or active transport modes are not practicable, and if there is no option to car pool.

Prior to driving a Council vehicle, employees must have completed and signed the Vehicle Use Agreement Form.

All vehicle use must comply with this policy and the conditions of use and Vehicle Use Agreement Form.

Any employee found to be in breach of this policy and agreement (or to be operating a vehicle without a signed agreement in place) will be subject to disciplinary action. This may include suspension of vehicle use regardless of salary packaging arrangements and further disciplinary action depending on the seriousness of the breach.

6.1.1 Vehicle care and inappropriate use of vehicles

Employees who have been assigned a Council vehicle comprising private, commuter and non-assigned use will be responsible for:

- The cleanliness of the vehicles internally and externally. The fuel card will have automatic car wash and vacuum (EV’s will be assigned cards for car wash and vacuum only). Vehicles shall be kept in a clean and tidy condition;
- Regular fluid and tyre pressure checks to ensure vehicles are capable of performing properly and will not mechanically fail. The Fleet Maintenance Team may assist with these checks;
- Ensuring that the vehicle is used in a manner that protects Council’s interests and is in keeping with the purpose for which it was purchased; and
- Ensuring the vehicle is not operated outside the design limitations of the manufacturer, or involved in kerb strikes and kerb hopping, contact with other vehicles or street furniture, etc, that would result in damage or excessive wear causing costly repairs and the reduction of resale value of the vehicle beyond that expected at the designated changeover period.

Occupational Health and Safety – MORESAFE

All vehicles will comply with the requirements of MORESAFE and vehicle safety standards. Minimum safety criteria are included in the vehicle selection criteria Appendix A.

Infringement notices

Employees receiving an infringement notice (parking, speeding, etc) are required to pay the fine and the associated point penalty.

Infringement notices are issued for breaking a road rule, and therefore count as a breach of the Vehicle Use Agreement; and will be considered by the Fleet Review Committee in consultation with the employee’s manager.
6.1.2 Tolls
Council will fund the operational use of vehicles on toll roads. E-tags will be made available to:

- Regular operational users;
- Vehicles provided to employees for commuter use i.e. for operational reasons and for which a toll road is the most efficient and effective route to travel; and
- Vehicles provided to employees for private use for which a toll road is the most efficient and effective route to travel.

Employees will reimburse Council for private use of toll roads.

Where Council provides E-tags for work related travel, the Fleet Maintenance Unit is responsible for E-tag provision, issue and administration. The relevant Manager is responsible for E-tag approval and usage in their area.

Leave arrangements
Except where employees have specific agreements relating to the private use of a Council vehicle, employees cannot use a Council vehicle whilst on leave or any other authorised absences in excess of one day, without formal approval from the Chief Executive Officer. Where the employee has a rostered day off or is required to attend Council sponsored training or events, they may retain the vehicle subject to obtaining approval from their Manager.

The employee must make arrangements to have the vehicle returned to Council for the duration of the leave period.

Commuter use of a vehicle
Commuter use is the provision of a vehicle for commuting directly between the employee’s residence and a location, other than the designated normal place of work, where the employee may be required to start and/or finish work to meet business needs.

The allocation of Commuter use vehicles is linked to operational requirements and allocation is at the discretion of the Fleet Review Committee in consultation with the Director City Infrastructure or Chief Executive Officer. This use is also conditional upon the number of vehicles available in the fleet and may be withdrawn at any time subject to the employee’s conditions of employment, providing two weeks’ notice is given.

Commuter use vehicles shall be driven by Council employees only. That is, no other person is allowed to drive the vehicle unless authorised to do so by the Director, City Infrastructure.

Manual Logs must be kept for all commuter vehicles until such time as an electronic trip management system is implemented by the Fleet Review Committee.

Commuter use vehicles are classified as:

- **Operational vehicles:** Will be of a type and size required to conform to Occupational Health and Safety work practice requirements applicable to the tasks of the vehicle, including the carrying of goods and equipment. (LCV ‘Tools of Trade’ vehicles).

- **Inspection vehicles:** Are vehicles provided as a means of transportation even when not required for the carrying of goods or equipment.
Eligibility for commuter use of a vehicle

Access to commuter use of a vehicle will only be granted if the business unit’s operational requirements are advantaged through this access. A business case needs to be presented for assessment to the Fleet Review Committee who will consult with the Director City Infrastructure.

Commuter use may be offered on a full time or part time basis, according to business needs, and either for the entire financial year, or for specified periods of time, and may be withdrawn at any time.

The following criteria will be used to determine the requirements of commuter use:

- On call availability’ after hours for the period the employee is ‘on call/available for Council duty’;
- Assigned to employees for restricted periods when the Manager deems the use to be required;
- Site inspections or meetings on the way to and from work more than once a week, every week of the year;
- Transportation of tools and other equipment, essential to the performance of the position (LCV ‘Tools of Trade’ vehicles); and
- The place of work is at a location other than a designated Council building, and the employee is not required to attend the office first.

Employees who have access to a commuter vehicle shall drive the shortest practical distance between the place of residence and work, without unauthorised detours. Requests to use the vehicle for purposes other than direct commuting shall be considered and need to be approved by the Director City Infrastructure.

Non-assigned vehicles

Non-assigned vehicles are those assigned for work related purposes only. Non-assigned vehicles will be housed at the Coburg Civic Centre, Hadfield Operations Centre, or other Council facilities where vehicles may be securely housed during out of hours and will not be available for personal or commuter use.

All non-assigned vehicles will have a nominated custodian responsible for the care and monitoring of the vehicle and liaison with the Fleet Maintenance Department.

Department charges

The Fleet Maintenance Unit will bear all costs for, and ensure all vehicles are:

- Serviced routinely and correctly;
- Properly repaired in the case of breakdowns, recalls or accident damage; and
- Registered and covered by an appropriate comprehensive vehicle insurance policy.
7 Asset Management

Purchasing and resale values
It is currently expected that passenger vehicles will be replaced (from date of acquisition) after 5 years’ service or at the completion of approximately 100,000 kilometres. Zero emissions vehicles and plug-in Hybrid electric vehicles may be retained longer (6-8 years) to improve whole of life costs.

Light commercial vehicles and Tools of Trade vehicles will be replaced (from date of acquisition) after 5-7 years’ (depending on condition and duty cycle) service or at the completion of approximately 150,000 kilometres. These periods will be regularly reviewed based on vehicle condition, market conditions and whole of life costs.

Maintenance and servicing
To ensure warranties and guarantees are not breached, all vehicles must be serviced in accordance with the manufacturer’s requirements.

Custodians of the vehicle must ensure that fluids and tyre pressures are within an acceptable range at regular (fortnightly) intervals.

All liquid fuel powered vehicles will be issued with a fuel card to be kept with the vehicle, and to be used for refuelling at retail service station outlets. The service station attendants will issue receipts for fuel. Drivers are to retain these receipts for a period of not less than 12 months.

Drivers are also to provide the service attendant with an accurate odometer reading. The fuel card also includes access to automatic car wash and vacuum at nominated facilities (ZEV’s will be allocated a card for car wash and vacuum only). Vehicles may also be refuelled at Council’s operations centre refuelling facilities.

8 Mayoral Vehicle

Introduction
The Mayor may choose to have a vehicle provided by Council during their Mayoral term to enable them to carry out their duties as an elected community representative. The purpose of this section is to ensure the vehicle supplied aligns with the relevant sections of this policy and Council’s sector leading environmental credentials.

Objectives
The objective of a dedicated Mayoral vehicle is to ensure the transport needs of the Mayor are adequately met.

The type of vehicle used by the Mayor speaks volumes to the wider community about the organisation, its strategic objectives and guiding principles, so to ensure the Mayoral transportation aligns with those principles a vehicle meeting the Mayoral requirements will be provided in the most efficient, transparent and equitable manner with the lowest possible environmental footprint aligning with this policy. The Mayor is encouraged to choose a zero emissions vehicle as a first priority.
Types of vehicles
Council will provide a fully maintained vehicle to the Mayor for official and private use during the Mayoral term. The Mayor may also choose to be provided with a bicycle or electric bicycle.

Public transport is also considered to be an effective alternative means of transport to undertake Council business. Myki cards are available and their use is encouraged for short trips and trips into the Melbourne CBD.

A fully maintained vehicle complying with Appendix A of this policy will be provided to the Mayor to carry out his/her duties and for private use only during the Mayoral term.

The vehicle value is to be up to a maximum value of $45,000 ($55,000 for Electric Vehicles) plus on road costs and must be available to be purchased from a supplier of Original Equipment Manufacturer (OEM) vehicles providing full support services in Australia.

If the Mayor chooses the option of a bicycle or electric bicycle instead of a motor vehicle, they will be provided with membership to a car sharing scheme for the period they are Mayor, with all costs associated with the membership paid by Council.

The vehicle will be purchased by the Fleet Coordinator in consultation with the incoming Mayor and the Fleet Review Committee, and in accordance with the conditions of this policy.

The Mayor may choose not to receive a vehicle.

Tolls
Council provides e-tags for travel relating to the Mayoral role.

The Mayor shall review the toll road account for their vehicle and any private use of the toll roads shall be reimbursed.

Agreement of use
The Mayor will be required to complete and sign the Agreement for Use of a Council Vehicle and private use of a Council vehicle forms as detailed in Appendix C. When a change of vehicle occurs, a new agreement must be completed and signed.

Nomination of drivers
The Mayor can nominate up to 2 drivers who will be allowed to drive the vehicle independently, in accordance with the Agreement for Use of a Council Vehicle and private use of a Council Vehicle as detailed in Appendix C. In addition to the nominated drivers specified in this agreement, any person may drive the Mayoral vehicle whilst being accompanied by the Mayor.

Unrestricted private use
Unrestricted private use means the Mayoral vehicle is made available for the Mayors personal purposes at all times including periods of approved leave but only during the Mayoral term.

Vehicle identification
A standard Council logo will be affixed to the front windsreen next to the registration certificate at all times on the Mayoral vehicle. The size of the logo has been set at 50 millimetres x 45 millimetres.
9 Monitoring, Evaluation and Review

To ensure the policy objectives are being met the following monitoring and evaluation is to be undertaken:

- The Manager Roads Fleet and Waste in collaboration with the Fleet Review Committee will be responsible for ensuring that this policy is being implemented and regularly reviewed.
- Vehicle utilisation and business needs requirements will be monitored by the City Infrastructure Department in consultation with the Fleet Review Committee to ensure the vehicle fleet is at its optimal size. Any vehicle utilised less than 70% of the time will be reviewed for reallocation or removal from the fleet.
- Vehicles determined to be in excess of 90% utilisation will be reviewed by the City Infrastructure Department in consultation with the Fleet Review Committee where an assessment may recommend additional resources be allocated to meet business needs.
- The Fleet Coordinator is responsible for monitoring the total number of under excess incidents and reporting back to Departments. Employees involved in multiple incidents are to be reviewed and potentially tested for driving competence and to complete refresher driver training course.
- The total fleet emissions (CO₂e) and the average emissions intensity of the fleet is to be monitored by the Environmentally Sustainable Development team for annual reporting.
- Human Resources and individual Department Managers are to monitor and manage to ensure all employees eligible to use a Council vehicle have signed the Vehicle Use Agreement.
- Telematics and fleet management software may be used to monitor vehicle usage data (i.e. kilometres travelled, fuel consumption, usage profiles) and electronic Key Safe’s will be used to manage the keys of all vehicles (other than unrestricted private use vehicles), track their usage, and assist with booking. Refer to the user guides of selected technology.
- Employees are to be informed of changes to policy and their responsibilities under it. Reminders should be sent when bookings are made, as well as driver behaviour courses and periodic refresher courses as required.

10 Associated Documents

The following documents are to be considered in relation to this policy:

- Vehicle Use Agreement Form
- Vehicle Selection Framework
- Vehicle Comparison Assessment Form
- Moreland City Council Corporate Carbon Reduction Plan 2015-2020
- Zero Carbon Evolution (Refresh to 2020)

11 References

12 Appendix A: Approved Vehicles and Selection Framework

This Appendix is to be maintained and regularly reviewed by the Fleet Review Committee to ensure latest technology and table of approved vehicle examples is considered and incorporated.

Note: This policy prioritises the purchase of entry level zero emissions vehicles in the first instance.

Represented in the priority order of fuel options below, options 3 and 4 will not be chosen over options 1 and 2 where a zero emissions vehicle has been deemed ‘fit for purpose’ and meeting ‘Safety’ requirements because options 3 and 4 have a lower purchase price.

Fleet vehicle evaluation criteria (in order of priority)

1. **Fit for Purpose (Mandatory)**
   Choose the smallest or lowest mass vehicle available capable of delivering the required application for Council business

2. **Safety (Mandatory)**
   ANCAP 5 minimum - (safety rating below ANCAP 5 is an instant disqualification from consideration)

3. **Environmental Performance (Mandatory)**
   Environmental factor relating to CO₂ and other greenhouse gas and pollutant emissions:
   - Zero Emissions Vehicle (ZEV) **priority consideration** (see note above).
   - Less than 100g CO₂/kilometres combined for passenger vehicles (Green Vehicle Guide).
   - Lowest CO₂/kilometres rating for appropriate light commercial vehicles (Green Vehicle Guide).
   - No diesel-powered passenger vehicles to be considered.

4. **Organisational Change Requirements**
   Qualitative assessment based on impact to the Fleet Maintenance Unit of adding a new make/model to the fleet; and suitability for pool use (i.e. Financial factor relating to planned maintenance, administration and overheads and/or training, etc).

**Fuel options**

Vehicles will be Original Equipment Manufacturer (OEM) fitted fuel options as follows in order of priority:

2. FCEV (fuel cell electric vehicle).
3. Plug-in Hybrid (electric/petrol).
4. Hybrid (electric/petrol).
5. Diesel (**light commercial vehicles only**).
<table>
<thead>
<tr>
<th>Make</th>
<th>Model</th>
<th>Body Type</th>
<th>Seats (Large, Medium, Small)</th>
<th>*Emissions (Max 100gCO₂/km combined)</th>
<th>Category - Passenger or Light Commercial Vehicle (P or LCV)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Renault</td>
<td>Zoe</td>
<td>Hatch</td>
<td>4S</td>
<td>0</td>
<td>P</td>
</tr>
<tr>
<td>Nissan</td>
<td>Leaf (Q4 2018)</td>
<td>Hatch</td>
<td>5M</td>
<td>0</td>
<td>P</td>
</tr>
<tr>
<td>Hyundai</td>
<td>Ioniq (Q4 2018)</td>
<td>Hatch</td>
<td>5M</td>
<td>0</td>
<td>P</td>
</tr>
<tr>
<td>Mitsubishi</td>
<td>Outlander PHEV</td>
<td>Wagon</td>
<td>5M</td>
<td>44</td>
<td>P</td>
</tr>
<tr>
<td>Toyota</td>
<td>Prius</td>
<td>Hatch</td>
<td>5M</td>
<td>80</td>
<td>P</td>
</tr>
<tr>
<td>Toyota</td>
<td>Prius C</td>
<td>Hatch</td>
<td>5S</td>
<td>90</td>
<td>P</td>
</tr>
<tr>
<td>Toyota</td>
<td>Corolla Hybrid</td>
<td>Hatch</td>
<td>5M</td>
<td>96</td>
<td>P</td>
</tr>
<tr>
<td>Renault</td>
<td>Kangoo ZE</td>
<td>Van</td>
<td>2S</td>
<td>0</td>
<td>LCV</td>
</tr>
<tr>
<td>Mitsubishi</td>
<td>Triton (diesel)</td>
<td>Utility</td>
<td>2 or 4M</td>
<td>#201</td>
<td>LCV</td>
</tr>
<tr>
<td>Isuzu</td>
<td>D/Max (diesel)</td>
<td>Utility</td>
<td>2 or 4M</td>
<td>#203</td>
<td>LCV</td>
</tr>
</tbody>
</table>

*Passenger vehicles mandatory emissions standard per Green Vehicle Guide

#LCV – Diesel allowed with lowest CO₂/kilometre priority
13 Appendix B: Vehicle Comparison Form and Policy Exemption Form

<table>
<thead>
<tr>
<th>Proposed Vehicle Type (i.e., sedan, wagon, ute, tray, etc.)</th>
<th>Make and Model</th>
<th>Fit for Purpose (Comply/Does not comply)</th>
<th>Safety (Comply/Does not comply)</th>
<th>Environmental Performance (Comply/Does not comply)</th>
<th>Organisational Change Requirements (Acceptable/Not acceptable)</th>
<th>Overall Assessment (Comply/Does not comply)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Comments:

Recommendation: .........................................................................................................................

Is this recommendation a variation to the Vehicle Policy? □

Yes □ No □ (Refer over – Complete Policy Exemption Form)

Signature: .................................................. Signature: ..................................................

Fleet Review Committee Representative Manager Roads Fleet and Waste

Variation Approval Signature: ........................................ Director City Infrastructure
## Vehicle Selection Framework (Guide Only)

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer / Direction for Next Question</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Is there a current business need for the vehicle?</td>
<td>Yes, go to Q5</td>
</tr>
<tr>
<td></td>
<td>No, go to Q2</td>
</tr>
<tr>
<td>2. Can the need for the vehicle be accommodated by existing pool vehicles?</td>
<td>Yes. Do not replace vehicle</td>
</tr>
<tr>
<td></td>
<td>No, go to Q3</td>
</tr>
<tr>
<td>3. Is the vehicle new or a replacement?</td>
<td>New, go to Q5</td>
</tr>
<tr>
<td></td>
<td>Replacement go to Q4</td>
</tr>
<tr>
<td>4. Was the vehicle utilisation &gt; 70%?</td>
<td>Yes, go to Q5</td>
</tr>
<tr>
<td></td>
<td>No, business case required</td>
</tr>
<tr>
<td>5. Is the vehicle required for passenger or tool of trade use?</td>
<td>Passenger. go to Q6</td>
</tr>
<tr>
<td></td>
<td>Tool of Trade. Select from approved Tool of Trade vehicle in order of priority (1st Priority selection - Renault Kangoo ZE)</td>
</tr>
<tr>
<td>6. Does the vehicle require towing capabilities?</td>
<td>Yes. Mitsubishi Outlander PHEV</td>
</tr>
<tr>
<td></td>
<td>No, go to Q7</td>
</tr>
<tr>
<td>7. Does the vehicle need to travel over 200km in one day?</td>
<td>Yes, go to Q8</td>
</tr>
<tr>
<td></td>
<td>No. Select from approved electric vehicles. (Renault Zoe, Nissan Leaf, Hyundai Ioniq BEV)</td>
</tr>
<tr>
<td>8. Will the vehicle have more than four occupants over 60% of the time?</td>
<td>Yes. Mitsubishi Outlander PHEV</td>
</tr>
<tr>
<td></td>
<td>No. Toyota - Prius, Corolla Hybrid, Prius C</td>
</tr>
</tbody>
</table>

Any variations from the vehicle selection framework require Fleet Review Committee approval.
Policy Exemption Form

This form must be completed if a Branch or Department is seeking a variation (exemption) from this Policy (that is, to procure a vehicle that is not consistent with the Vehicle Policy minimum environmental performance criteria as defined in Appendix A – Approved Vehicles and Selection Framework). Staff/Departments can present their business case justification to select a fossil fuel only or non-approved low emissions vehicle.

This is to be accompanied by a vehicle comparison scoresheet that includes the vehicle proposed via the Policy vehicle selection framework.

1. a) What are the vehicles presented in the evaluation scoresheet typically used for?
   Note geography and type of load.

   

b) What is the proposed alternative to be used for?

   

2. A fossil fuel only vehicle is sought because it is the only practical means to obtain:
   - Open Tray
   - 4WD/high ground clearance
   - High tow rating (How many kg need to be supported? _____ kg)
   - Spare wheel
   - Specialised equipment. Please specify:

   

3. Can you use an existing fossil fuel only vehicle when required that already exists in Council’s fleet?
   - Yes
   - No

   Why can you not purchase an electric or hybrid as a primary vehicle, but use a fossil fuel only vehicle when specifically required?

   

4. The most fuel efficient vehicle presented in the accompanying evaluation scoresheet that is fit-for-purpose, and being sought to purchase, is:

   

Page 19
14 Appendix C: Vehicle Use Agreement

In agreeing to use of council vehicles I am acknowledging that I:

- Will only use a vehicle when active or public transport alternatives are not an option.
- Will car pool with other officers when practicable to do so.
- Hold a current Victorian driver’s licence and am eligible to drive (i.e. am not suspended); have attached a copy of my licence to this agreement for lodgement with HR.
- Will notify my supervisor of any change to my ability to legally or safely operate a vehicle.
- Will abide by all relevant Acts and Regulations for the use of a motor vehicle and understand that it is my responsibility to keep abreast of current road rules.
- Will only use or operate a Council vehicle with a zero blood alcohol level in accordance with Council policy. I understand that if I breach this I will be subject to disciplinary action and possible dismissal, and will be responsible for any damage incurred to the vehicle as a result.
- Understand that I am not to drive or be in control of a council vehicle (or to allow others to do so) in exceedance of the prescribed (legal) limit of, drugs or medications, which could impede my driving capability. I understand that if I breach this I will be subject to disciplinary action and possible dismissal; and will be responsible for any damage incurred to the vehicle as a result.
- Have undertaken the required driver training as specified by my employment (where applicable).
- Will enter an accurate odometer reading and trip purpose into the appropriate log book/vehicle booking system at the end of each journey (where applicable).
- Will ensure that the vehicle is kept clean and well maintained at all times and report any irregularity’s to the vehicle custodian or Fleet Maintenance Unit.
- Will use the fuel card provided for refuelling and car washing and will retain a copy of the receipt.
- Will recharge/refuel the vehicle prior to return if the battery/fuel tank is below half (pool vehicles).
- Will check the tyre pressure and fluid levels periodically as required.
- Will not drive in a manner or in areas where damage may be incurred to the vehicle such as rough or flooded tracks, kerb striking or kerb hopping causing damage to wheels, tyres, bumpers and under trays, striking street furniture or other vehicles.
- Will not drive on rough tracks or across country, unless I am in a vehicle specifically designed for that purpose.
- Will notify the Fleet Department and my Supervisor as soon as practicable of any incident and/or damage to the vehicle.
- Understand council will only fund the operational use of vehicles on toll roads, and that it is my responsibility to ensure there is an e-tag in the vehicle if required.
- Will only travel via toll roads if I have been granted an e-tag and travel was required for council operational use. Otherwise, costs are my burden to bare.
- Will not smoke in or near the vehicle.
- Will not consume food or drink (beverages) inside the vehicle.
- Understand it is the driver who connects a Council EV to a ‘fast’ recharge station is responsible for ensuring it is disconnected and removed from the recharge bay no more than one hour after connection.
If provided with a commuter or private use vehicle I also acknowledge that I:

- Will ensure that the vehicle is made available for use in the pool by other Council employees during business hours (other than the Mayoral vehicle).
- Will ensure that the vehicle is parked or garaged in a safe location (preferably off-street).
- Understand that any tax liability (where applicable) incurred through personal use of a Council vehicle is my own responsibility.
- Understand that commuter use is conditional upon the number of vehicles available in the fleet and may be withdrawn at any time subject to my conditions of employment, providing two weeks’ notice is given (other than the Mayoral vehicle).
- Will reimburse Council for any tolls associated with non-council business use.

I acknowledge that I have read and understand the Moreland City Council Vehicle Policy and understand how they apply to me.

I acknowledge that if I breach any of the conditions of use listed above or contained within the Vehicle Policy I will be subject to disciplinary action from Council. Action may include suspension of vehicle use regardless of salary packaging arrangements or organisational status.

I, the undersigned, understand and agree to the above conditions of the Vehicle Use Agreement and do so in the presence of my Supervisor for record with the Human Resource Department.

_________________________  ______________________  ________________
Employee/Council representative Name  Department  Date

X  X  ________________
Employee  Supervisor  Date

X  ________________
Human Resource Department  Date
Agreement for private use of a Council vehicle

Vehicle description

The description of the vehicle currently agreed to be allocated to an Employee or Council representative in accordance with Council's Vehicle Policy is as follows:

<table>
<thead>
<tr>
<th>Fleet No</th>
<th>Registration Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manufacturer</td>
<td>Model</td>
</tr>
<tr>
<td>Type</td>
<td>No Cylinders / Fuel / Electric / Hybrid</td>
</tr>
</tbody>
</table>

Level of employee contribution for usage of vehicle

In accordance with Council's Vehicle Policy and the Use Agreement, the contribution by the Employee is as follows:

$................. per annum for Unrestricted Private Use.
or
$................. per week for Restricted Private Use.
or
.............................. Not Applicable (i.e. Mayoral Vehicle)

The employee hereby authorises the above-mentioned contribution to be included as a salary deduction or salary sacrifice as the case may be.

After hours garaging of vehicle

The vehicle described above will be normally garaged at the following address:

Name ..............................................
Relationship ......................................

Nominated persons to drive the vehicle for private purposes
(Applicable only to employees or the Mayor with unrestricted private use)

The following persons are 'nominated persons' authorised to drive the vehicle in accordance with the Policy:

Name ..............................................
Relationship ......................................

Name ..............................................
Relationship ......................................

The Employee/Council representative |
DATE ..............................................

Chief Executive Officer |
DATE ..............................................

The original is to be sent to Human Resources where it will be placed on the Employee's personnel file along with a copy of the Vehicle Usage Agreement. An endorsed photocopy is to be forwarded to the Manager Roads Fleet & Waste and Fleet Coordinator for processing.
Executive Summary

In May 2017 a resident of Heller Street, Brunswick contacted Council to raise a concern about a light spill into their habitable rooms. The source of this unwanted light was a lamp in a laneway to the rear of their property. Following an investigation, Council officers formed the view that the operation of this lamp was not consistent with the Moreland Public Lighting Policy and contacted CitiPower to request the lamp, pole and power connection be removed. CitiPower officers completed these works during summer 2017/2018.

In May 2018 a different resident of Millward Street, Brunswick contacted Council requesting that the lamp in the laneway to the rear of 32 Heller Street and adjacent to 16A Millward Street be reinstated. As part of the submission, the resident provided a petition with 61 signatures and spoke to the petition during question time at the June 2018 Council meeting.

When speaking to the petition, the resident noted that 20 Grantham Street had a rear gate onto the laneway and acted like a medical facility. The resident referred to people accessing 20 Grantham Street via the laneway as ‘patients’. Councillors requested additional information about the laneway and the number of patients using the lane at night. Councillors also requested Council officers meet with the resident on site and report back to Councillors.

A Council officer met with the resident on Monday 16 July 2018 and investigated the facility at 20 Grantham Street. Issues raised are detailed in the resident’s written submission included in Attachments 2 and 3. The property at 20 Grantham Street operates as a residential living facility for people with an intellectual or physical disability. Use of the lane by residents of the facility is generally limited to regular day time movements and one weekly night time movement, such as putting the bins out on a Thursday night.

The investigation of 20 Grantham Street, meeting and written submission confirm the original assessment that the lane functions as a residential right of way with limited night time activity. The lane does not provide a well-used pedestrian short cut to night time destinations. None of the adjoining properties use it for front door access. The original decision to remove the lantern was made in accordance with the Public Lighting Policy. A decision to reinstate the lamp would be contrary to this policy.

Officer Recommendation

That Council:

1. Notes this report providing a public lighting assessment of the laneway behind 30-32 Heller Street, 18-30 Grantham Street and 2-16A Millward Street, Brunswick.

2. Leaves the laneway behind 30-32 Heller Street, 18-30 Grantham Street and 2-16A Millward Street, Brunswick, unlit in accordance with the Moreland Public Lighting Policy.

3. Reviews the lighting in the laneway behind 30-32 Heller Street, 18-30 Grantham Street and 2-16A Millward Street, Brunswick, if and when a new development that derives principal resident access from the laneway is proposed as part of a planning permit application.

4. Advises the lead petitioner of Petition PET10/18, received by Council at the June 2018 meeting of Council’s decision.
1. **Policy Context**

   The Moreland Public Lighting Policy has a general policy position to leave access laneways unilluminated. However, this general position includes an exception to provide public lighting where possible if the:
   
   - Laneway is owned or vested in Council; and
   - Laneway is well used by pedestrians during the night as an access between streets or to open public space; or
   - Laneway provides front door access to an existing property.

   Council has over 109 kilometres of right-of-way laneway and most is currently unilluminated.

2. **Background**

   In May 2017 a resident of Heller Street, Brunswick contacted Council to raise concern about light spill into their habitable rooms. The source of this unwanted light was a lamp to the rear of their property within the laneway adjacent to 16A Millward Street.

   As part of this investigation, officers reviewed properties adjacent to the lane and role of the lane in within the road network. This review noted the lane does not provide a link to nearby tram stops or to shopping strips open at night. Many of the properties adjacent to the lane included a rear access onto the lane, but all had their main front entrances facing nearby Millward, Grantham, Heller or Union Streets. During assessment of this request, Council officers formed the opinion that this lane did not meet the criteria for illumination specified in Moreland Public Lighting Policy.

   Officers contacted CitiPower, the supplier of public lighting in Brunswick, and requested the lamp be removed. As a part of these works CitiPower removed the lantern, pole and the associated overhead power connection. These works were completed in summer 2017/2018.

   In May 2018 a resident of Millward Street contacted Council with a petition with 61 signatures seeking reinstatement of the recently removed lamp. The resident also spoke to this petition at the June 2018 Council meeting.

   When speaking to this petition, the resident advised that the property at 20 Grantham Street operates as a medical facility and that patients regularly access this site via Millward Street, the laneway and a rear entrance.

   The operation of 20 Grantham Street was not considered as part of the initial investigation. Some Councillors requested further investigation to determine whether this represents a relevant factor when assessing whether lighting is required within this lane.

   The nearest currently operating public light to the location of the removed light is across the street adjacent to the rear of 26 Heller Street, Brunswick. This lantern provides effective illumination of Millward Street but only limited illumination to the laneway adjacent to Millward Street.
3. Issues

Moreland Public Lighting Policy.

The lane is depicted in Attachment 1 and runs to the rear of 30-32 Heller Street, 18-30 Grantham Street and 2-16A Millward Street. The northern end of this lane links to a second lane linking Grantham Street and Millward Streets.

The 58 Tram route operates along Grantham Street. The 58 tram operates many night time services and is likely to attract significant pedestrian traffic to and from tram stops. The nearest 58 Tram stops for residents adjacent to this laneway are near 34 Grantham Street, north of Union Street and 4 Grantham Street, south of Heller Street. The laneways between Union, Grantham, Heller and Millward Streets do not appear to function as highly traffic access ways for pedestrians travelling to and from public transport stops at night.

Approximately 20 dwellings have a rear entrance onto this lane. Most of these entrances are garages. All these dwellings have a second entrance linking them to the surrounding road network. There are no dwellings that use the lane that runs to the rear of 30-32 Heller Street, 18-30 Grantham Street and 2-16A Millward Street as their primary point of access to their property.

The lane does not meet the either of the two criteria specified under the Moreland Public Lighting Policy that would qualify it as a place requiring public lighting.

Arguments provided in favour of reinstating the lamp

The resident argues in favour of illuminating the laneway as a means to address street crime concerns. These concerns include graffiti, rubbish dumping, poor driving and anti-social behaviour.

At the 16 July 2018 meeting with Council officers, the resident pointed out garage doors and rear gates opening onto the lane to demonstrate that the lane serves as an access point for adjoining properties. 20 Grantham Street has a main entrance facing Grantham Street and a secondary entry including a mailbox, rubbish bins and a security system facing the rear lane. The residents of this property make regular use of their rear entrance. Six units in a group of townhouses at 10 Millward Street adjacent had front door entrances onto a common property driveway linking Millward Street and the laneway.

There are no properties adjacent to the laneway that rely on the laneway to provide their sole point of access via the laneway.

Additional arguments provided in favour of providing public lighting in this lane are included as Attachment 2, including graffiti, an abandoned o-bike, vehicle damage to fences and daytime use of the lane by people walking from Millward Street to the rear entrance of 20 Grantham Street.

Activity at 20 Grantham Street

Council officers contacted a member of the support staff at 20 Grantham Street to discuss how the residential living facility operates, how many people use the facility and how many people associated with the facility use the rear laneway after dark.

The facility operates as a residential dwelling for people with a physical or intellectual disability who require full time live-in care. The facility accommodates up to 4 residents. Two support staff are present at all times. Residents and support staff use both the Grantham Street and rear laneway entrances to access the property. Residents rely on minibus transport to get around and due to driver staffing constraints, these movements occur during the day.

The Facility Support Worker confirmed the only night time use of the lane by residents involved putting the bins out on Thursday nights. The Facility Support Worker did not request public lighting within the lane to support night time activity.
Night time activity within the laneway was monitored by the resident during July and August. These observations are recorded in Attachment 3.

The observations record occasional night time use of the laneway by walkers living in properties adjacent to the laneway. Observations include one resident of Heller Street using their rear access gate at night. Observed use of the lane by the residents of 20 Grantham Street included a regular movement on Thursday and Friday nights, and one occasion when the residents used the laneway to walk to get to a minibus on a Saturday night. These observations appear consistent a residential laneway that serving abutting residences.

**Environmental implications**

Council installs and maintains public lighting to provide amenity to pedestrians and other road users, and does so in accordance with the Public Lighting Policy. The purpose of this policy to provide lighting where it is most needed. A secondary goal of the Public Lighting Policy is to help manage the financial and environmental costs to provide public lighting. The cost to provide public lighting within the City of Moreland exceeds $1,000,000 per year and contributes around 4,000 tonnes of Greenhouse Gas emissions per year. To provide best value to the community Council does not light every laneway within the municipality.

**Regional/strategic implications**

Any decision to reinstate the lamp would be contrary to Council’s Public Lighting Policy and may result in requests for laneway lighting that are currently unfunded.

**Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. **Consultation**

On 16 July 2018 a Council officer met with the lead petitioner to discuss the Moreland Public Lighting Policy and how Council officers implemented this policy to form the view that the lantern to the rear of 32 Heller Street and adjacent to 16A Millward Street should be removed.

The lead petitioner provided additional information for inclusion in an effort to persuade Council to make a decision using factors outside of the decision guidelines in the Public Lighting Policy. This information is included as Attachment 2.

5. **Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

The officer who prepared this report also conducted the initial assessment resulting in Council's decision to remove the lamp in accordance with the Public Lighting Policy.
6. **Financial and Resources Implications**

   When CitiPower removed the lamp formerly located at the rear of 32 Heller Street and adjacent to 16A Millward Street they also removed the pole and overhead electricity supply connection. A Council decision to provide public lighting at this location would require supply of a new lantern, support pole and power supply.

   The cost to install a single lantern at the rear of 32 Heller Street and opposite 16A Millward Street to replace the lantern removed in summer 2017/2018 vary depending on the lighting option used. If this lamp was to be provided using a new pole, lantern and link to the unmetered power supply, the cost of works may exceed $13,000. If the public light was to be provided using a solar panel and lantern the works would be likely to cost between $5,000 and $10,000.

   Installing a single lantern to the rear 32 Heller Street and opposite 16A Millward Street will not illuminate the entire lane to rear of 30-32 Heller Street, 18-30 Grantham Street, and 2-16A Millward Street to the P4 standard recommended for residential streets by the Public Lighting Policy.

   The cost to illuminate the entire 150 metre length of this lane to P4 standard can be determined by a conducting a formal lighting design. Existing lighting along Millward Street is spaced approximately 50 metres apart, suggesting three lanterns would be required to light the lane to P4 standard. Whilst additional scoping work is required, a decision to light this lane to P4 standard could cost between $15,000 and $40,000 depending on the lighting technology used.

7. **Implementation**

   Subject to Council’s decision, Council officers will review the lighting in the laneway behind 30-32 Heller Street, 18-30 Grantham Street and 2-16A Millward Street, Brunswick, if and when a new development that derives principal resident access from the laneway is proposed as part of a planning permit application, in accordance with adopted policy.

**Attachment/s**

1. Lane rear of Millward Grantham and Heller Street Brunswick  
   D18/285498

2. Letter from Resident - Assess Need for Public Lighting Within Laneway Adjacent to 16A Millward Street, Brunswick  
   D18/259437

3. Resident Observations - Lane Use to the Rear of 16A Millward Street, Brunswick  
   D18/312210
C/O Cr Lambro Tapinos  
(South Ward; Moreland City Council)  
Parliament House, Spring Street  
East Melbourne Vic 3002  
csc@parliament.vic.gov.au

Dear Lambros,

Ref: Off Street Laneway Lighting Reimplementation (Petition With Extra Informations)  
Moreland City Council - City Infrastructure  
Rear of 16A Millward Street Brunswick Vic 3056

1. On our properties 16 & 16A Millward Street, there are a side front gate and a rear door on fence under the direct coverage of the laneway lighting.
2. There are numerous indentations made on our fence in the past ten years or so, all happened to be at car tall levels and definitely caused by accidents of cars driving by.
3. There's a community housing serving for patients coming in during the day or night, and they are delivered by a community van being parked at the entrance of the laneway on Millward Street. They walk through the laneway and reach the housing with the intercom on the fence. Their rubbish bin will be pulled to the street on night time.
4. There are a number of graffiti found on the walls in the laneway.
5. The closure of Heller street to Grantham street has indirectly made the laneway more insolated than before leading to more undiscovered accidents.
6. There's a an obvious gap left behind situated at the original laneway lighting where illegal activity is likely to take place.
7. Finally, the increased number of residences and car parks of the block Heller, Grantham, Union & Millward streets definitely increase traffic both of the cars and pedestrians. There is a necessity of a safety light for the days to come.

As a courtesy, I want to thank Moreland City Council to give time out for reconsideration of the laneway lighting. I hope that you will find this information confirmed with your infrastructure guideline. I look forward from hearing you.

Yours Sincerely,

14th July, 2018
Resident Observations - Lane Use to the Rear of 16A Millward Street, Brunswick

30/07/2018

Please find attached observation sheet that I noted for the last fortnight.

There are managers who deliver the patients to the community housing, as you met the, on the day of visit, that she told you that the patients come all over on the weekdays, only in the day time. That may not be accurate, as I have witnessed night time activities including some yelling around.

<table>
<thead>
<tr>
<th>Date:</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thurs</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
</tr>
</thead>
<tbody>
<tr>
<td>Morning</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Afternoon</td>
<td>Council Visit; Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes &amp; On Grantham St</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Evening</td>
<td>Light Off</td>
<td>Light Off</td>
<td>Light Off</td>
<td>Light Off; Rubbish Bins</td>
<td>Light Off; Rubbish Bins</td>
<td>Light Off</td>
<td>Light Off</td>
</tr>
<tr>
<td>Date:</td>
<td>23/07</td>
<td>24/07</td>
<td>25/07</td>
<td>26/07</td>
<td>27/07</td>
<td>28/07</td>
<td>29/07</td>
</tr>
<tr>
<td>Morning</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Afternoon</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Evening</td>
<td>Light Off</td>
<td>Light Off</td>
<td>Light Off</td>
<td>Light Off; Rubbish Bins</td>
<td>Light Off; Rubbish Bins</td>
<td>Light Off</td>
<td>Light On</td>
</tr>
</tbody>
</table>

As manager said on the day, they come every weekdays. My room window projects directly to the back of 20 Grantham Street where I can see whether they have occupants at night. My observation is that the only night across the last fortnight that they turn on the light is the last Sunday night. It is probably discouraged them to come for exercise because of the laneway lighting had been removed, as the manager(s) well aware of the darkness at night time when they pull out and collect back their rubbish bins on Thursday and Friday nights.

13/08/2018

Just an observation from my room (2nd Level) at 16A Millward Street on Sat. Night and This morning: The patients arrived at the community housing at 20 Grantham street on Sat. night, of course, they yelled as usual, while this morning, I saw a sneaked into the back of the 36 Heller st through that gap left behind located at removed laneway lighting.

I have not yet taken any photos as evidence, but I am telling you these events do need taken consideration in course.
20/08/2018

Please find attached photo that I struggled to take at night time while the patients are being delivered to 20 Grantham Street for activities. There’s nothing that I can add except that I leave it to your capable hands to put it in the right perspectives before our City Council at Moreland.

Resident Observations - Lane Use to the Rear of 16A Millward Street, Brunswick

Council Meeting 12 September 2018  Attachment 3
Executive Summary

Council's Financial and Performance Statements for the 2017/2018 (the Statements) financial year have been prepared and reviewed by the Victorian Auditor General's Office. Council's Audit and Risk Management Committee has also reviewed the Statements.

This report seeks Council’s ‘in principle’ approval of the Statements and the appointment of 2 Councillors and the Chief Executive Officer to sign the 2017/2018 Statements in their final form.

Council is reporting an accounting surplus of $63.395 million for the financial year 2017/2018. This accounting surplus includes items such as non-cash contributions, capital grants, loan redemptions and committed capital or operational expenditure for future years.

After excluding non-cash items included in the accounting surplus, capital expenditure and committed funding requirements, Council had an unrestricted surplus of $5.642 million. During the financial year, 2 loans totalling $9.233 million were repaid due to Council’s strong cash position. The result of these transactions is an unrestricted cash deficit of $3.591 million.

It is recommended that Council commits the unrestricted surplus of $5.642 million to:

- $2.504 million to the Oak Park Reserve to complete the works on the Oak Park Sports and Aquatic Precinct;
- $0.592 million to fund the Bonwick Street, Fawkner streetscape improvements in 2018/2019, with $1.6 million required for further works to be completed in 2019/2020 funded from the 2018/2019 surplus; and
- $2.546 million to the Significant Project Reserve.

Officer Recommendation

That Council, in accordance with the recommendations of the Audit and Risk Management Committee, and having considered Council’s Financial and Performance Statements for 2017/2018 Statements at Attachments 1 and 2 to this report:

1. Notes Council officers will make administrative changes to the accompanying notes to the Financial and Performance Statements for 2017/2018.
3. Authorises the Principal Accounting Officer to implement any non-material changes to the statements as recommended by the Auditor-General, for approval by the Chief Executive Officer.
4. Notes any material changes requested or agreed by the Auditor General will be discussed with the Chair of Audit and Risk Management Committee and presented to Council for approval.
5. Authorises the Mayor, Cr John Kavanagh, and Deputy Mayor, Cr Natalie Abboud, and Chief Executive Officer to certify the Financial and Performance Statements for 2017/2018 in their final form.
6. Notes the unrestricted cash surplus of $5.642 million before the commercial repayment of two existing loans and:
   a) Transfers $2.504 million to the Oak Park Reserve;
   b) Commits $0.592 million to fund the Bonwick Street, Fawkner streetscape improvements in 2018/2019;
   c) Transfers $2.546 million to the Significant Project Reserve.
1. **Policy Context**

Section 132 of the *Local Government Act 1989* (the Act) requires a Council to:

- Pass a resolution giving its approval, ‘in principle’, to the Financial and Performance Statements before they are submitted to the Auditor.
- Authorise two Councillors to certify the Statements in their final form, after any changes recommended or agreed by the Auditor have been made.

This report is in keeping with Council’s commitment to accountability and sound financial management.

2. **Background**

Preliminary audit work has been completed by the Victorian Auditor General’s Office (VAGO), and Council officers have prepared a draft set of the Financial and Performance Statements for 2017/2018 (the Statements) for submission to the Auditor-General in accordance with the Act (the Statements are included at [Attachments 1 and 2](#)). VAGO has advised the Audit and Risk Management Committee that, subject to a review of the final version, it intends to recommend to the Auditor-General that Council’s 2017/2018 Statements should be given confirming audit opinions without qualification.

The following process is required to ensure Council’s 2017/2018 Statements are submitted to the Auditor-General in a timely manner, enabling the Auditor-General to officially express his opinion prior to the statutory deadline of 30 September 2018:

- Council must review the draft Statements, approve the Statements ‘in principle’ and authorise 2 specific Councillors and the Chief Executive Officer to sign the Statements. The ‘in principle’ Statements and the Council resolution are provided to VAGO;
- VAGO checks the approved ‘in principle’ Statements. These Statements, the Council resolution and VAGO’s recommended Audit Report are then forwarded to the Auditor-General for review;
- The Auditor-General reviews the Statements and requests changes where appropriate;
- The Principal Accounting Officer considers any changes requested by the Auditor-General and, where appropriate, incorporates them into the ‘in principle’ Statements;
- The Principal Accounting Officer will identify matters of significance, if any, including proposed qualification issues, not previously considered by the Council, for approval by the Chief Executive Officer in consultation with the Mayor and Deputy Mayor;
- If Council and the Auditor-General are satisfied with the Statements in their final form, the Statements are to be signed by the 2 authorised Councillors and the Chief Executive Officer, and forwarded to the Auditor-General;
- The signed Auditor-General’s Audit Reports will be issued to Council once the formally signed Statements have been received and checked by VAGO; and
- Council’s 2017/2018 Annual Report, including the audited Statements must be forwarded to the Minister for Local Government by 30 September 2018.
3. Issues

Key outcomes of the 2017/2018 accounts

Council is reporting an accounting surplus of $63.395 million for the financial year 2017/2018. This accounting profit includes items such as non-cash contributions, capital grants, loan redemptions and committed capital or operational expenditure for future years.

Significant income statement movements

Major differences in the income statement compared to last year include:

Revenue

- Increase in rates and charges of $3.226 million. This was primarily driven by Council rates increasing by 2.0% and the annualised impact of supplementary rates;
- Increase in contributions non-monetary by $23.926 million due to a number of assets gifted to Council in the 2017/2018 financial year; and
- Increase in the fair value of Council’s assets by $6.667 million as a result of an asset revaluation.

Expenses

- Increase of $4.001 million in the net loss associated with the disposal of property, infrastructure, plant and equipment.

Capital works statement

An increase of $18.633 million in capital works relative to 2016/2017 largely due to increase building works which include, but are not limited to:

- Pascoe Vale Community Centre $5.370 million;
- Coburg Childcare Centre (Pentridge Village) $4.902 million;
- Oxygen Youth Facility $2.278 million;
- Campbell Reserve (club facilities renewal) $0.934 million; and
- Brunswick Hockey Facility (renewal) $0.903 million.

Cash flow statement

Council was able to increase its cash by $0.444 million, even after Council decided to finalise existing loan obligations. The decision to finalise these loans was a commercial decision in order to reduce Council’s interest costs in future years.
VAGO financial sustainability ratios

Council uses financial sustainability ratios, as defined by VAGO to monitor trends and performance and assess longer term financial risk. Result of Council’s performance against these ratios is outlined in the table below.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net result (%)</strong></td>
<td>26.4%</td>
<td>18.4%</td>
<td>11.7%</td>
<td>18.4%</td>
<td>9.3%</td>
</tr>
<tr>
<td>Net result/Total revenue</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Amber)</td>
</tr>
<tr>
<td><strong>Adjusted underlying result</strong></td>
<td>17.7%</td>
<td>17.8%</td>
<td>8.3%</td>
<td>11.2%</td>
<td>10.9%</td>
</tr>
<tr>
<td>Adjusted underlying surplus/Adjusted underlying revenue</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
</tr>
<tr>
<td><strong>Liquidity (ratio)</strong></td>
<td>3.48</td>
<td>2.67</td>
<td>2.42</td>
<td>1.38</td>
<td>1.49</td>
</tr>
<tr>
<td>Current assets/Current liabilities</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
</tr>
<tr>
<td><strong>Internal financing (%)</strong></td>
<td>143%</td>
<td>270%</td>
<td>210%</td>
<td>148%</td>
<td>58%</td>
</tr>
<tr>
<td>Net operating cash flow/Net capital expenditure</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Red)</td>
</tr>
<tr>
<td><strong>Indebtedness (%)</strong></td>
<td>21.3%</td>
<td>24.7%</td>
<td>31.4%</td>
<td>25.8%</td>
<td>35.7%</td>
</tr>
<tr>
<td>Non-current liabilities/own-sourced revenue</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
<td>(Green)</td>
</tr>
</tbody>
</table>

A positive result indicates a surplus, and the larger the percentage, the stronger the result.

Council’s 5 year average, being 16.8%, is greater than 0%, this indicates Council’s ability to generate surpluses consistently.

(Long-term risk indicator: Green)

**Adjusted underlying result**

Council’s 5 year average, being 13.2% is greater than 5%, this indicates that Council generates sufficient surpluses to fund operations.

(Long-term risk indicator: Green)

**Liquidity (ratio)**

Council’s 5 year average, being 2.29, suggests that there are no immediate issues with repaying short-term liabilities as they fall due.

(Long-term risk indicator: Green)

**Internal financing (%)**

As Council’s 5 year average, being 165%, is greater than 100%. This confirms that Council is generating enough cash from operations to fund new assets.

(Long-term risk indicator: Green)

**Indebtedness (%)**

The higher the percentage, the less the entity is able to cover non-current liabilities from the revenues the entity generates.
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Council’s 5 year average, being 28%, is well below the benchmark of 40%. This suggests that there are no concerns over the ability to repay debt from own-source revenue:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Long-term risk indicator: Green)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital replacement (ratio)</td>
<td>2.13</td>
<td>1.28</td>
<td>1.14</td>
<td>1.67</td>
<td>1.83</td>
</tr>
<tr>
<td>Cash outflows for property, plant and equipment / Depreciation</td>
<td>(Green)</td>
<td>(Amber)</td>
<td>(Amber)</td>
<td>(Green)</td>
<td>(Green)</td>
</tr>
<tr>
<td>Comparison of rate of spending on infrastructure with its depreciation. A ratio higher than 1 indicates that spending is faster than the depreciation rate.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council’s 5 year average, being 1.61, is well above the benchmark of 1.5, thus confirming that there is a low risk of insufficient spending on asset renewal.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Long-term risk indicator: Green)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Renewal gap (ratio)</td>
<td>1.24</td>
<td>0.80</td>
<td>0.86</td>
<td>0.94</td>
<td>1.01</td>
</tr>
<tr>
<td>Renewal and upgrade expenditure/depreciation</td>
<td>(Green)</td>
<td>(Amber)</td>
<td>(Amber)</td>
<td>(Amber)</td>
<td>(Green)</td>
</tr>
<tr>
<td>Comparison of the rate of spending on existing assets through renewing, restoring, and replacing existing assets with depreciation. A ratio higher than 1 indicates that spending on existing assets is faster than the depreciation.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council’s 5 year average is 0.97, against a benchmark of 1.00. This may indicate insufficient spending on the renewal of existing assets.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Long-term risk indicator: Amber)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Unrestricted cash surplus**

Council achieved an unrestricted cash surplus for the 2017/2018 financial year.

As noted in regard to the cashflow statement, 2 existing loan obligations were, to reduce Council’s interest costs in future years, however the $5.642 cash surplus remains available for allocation by Council.

It is recommended Council commits the remaining unrestricted surplus of $5.642 million to:

- $2.504 million to the Oak Park Reserve to complete the works on the Oak Park Sports and Aquatic Precinct;
- $0.592 million to fund the Bonwick Street, Fawkner streetscape improvements in 2018/2019, with $1.6 million required for further works to be completed in 2019/2020 funded from the 2018/2019 surplus; and
- $2.546 million to the Significant Project Reserve.
Audit and Risk Management Committee recommendation

The Audit and Risk Management Committee met on 4 September 2018 to consider the draft Statements and recommended that:

- Council approves ‘in principle’ the Annual Statements for the year ending 30 June 2018;
- Council Officers make administrative changes to the notes; and
- Subject to review of the final version of the Statements, Council authorises the:
  - Chief Executive Officer to send the statements to the Auditor-General;
  - Principal Accounting Officer to implement any non-material changes to the statements as recommended by the Auditor-General, and provide a summary of such changes to the Audit and Risk Management Committee at its next meeting. Any material changes will be discussed with the Chair of Audit and Risk Management Committee prior to being presented to Council; and
  - Chief Executive Officer, Mayor and Cr Abboud to certify the final version of the Statements.

Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. Consultation

Council's Audit and Risk Management Committee examined the 2017/2018 Statements at its meeting on 4 September 2018.

5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. Financial and Resources Implications

The preparation of the Statements and the associated auditing fees are included in the approved budget and therefore do not have any further financial or resource impacts.

The outcome of the Statements, in particular the Auditor-General’s assessment of Council’s long-term financial sustainability will provide useful guidance for Council’s long-term financial planning.

7. Implementation

Subject to Council’s decision and receipt of the Auditor-General’s official audit opinion, a copy of the audited reports will be submitted to the Minister for Local Government before 30 September 2018.

The Statements will form part of Council’s Annual Report and will be published on Council's website.

Attachment/s

Certification of the Financial Statements

In my opinion the accompanying financial statements have been prepared in accordance with the Local Government Act 1999, the Local Government (Planning and Reporting) Regulations 2014, Australian Accounting Standards and other mandatory professional reporting requirements.

Elizabeth Rawland, Certified Practising Accountant
Principal Accounting Officer

Date: September, 2018
Coburg

In our opinion the accompanying financial statements present fairly the financial transactions of Moreland City Council for the year ended 30 June 2018 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify the financial statements in their final form.

John Kavanagh
Mayor and Councillor

Date: September, 2018
Coburg

Natalie Abboud
Deputy Mayor and Councillor

Date: September, 2018
Coburg

Nelina Di Lorenzo
Chief Executive Officer

Date: September, 2018
Coburg
### Comprehensive Income Statement
For the Year Ended 30 June 2018

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$’000</td>
<td>$’000</td>
</tr>
</tbody>
</table>

#### Income
- Rates and charges 2.1 141,484 138,259
- Statutory fees and fines 2.2 12,130 11,712
- User fees 2.3 7,251 8,817
- Grants - operating 2.4 18,300 19,872
- Grants - capital 2.4 3,437 2,075
- Contributions - monetary 2.5 18,240 16,574
- Contributions - non monetary 2.5 25,360 1,434
- Fair value adjustments for investment property 5.4 6,677 -
- Other income 2.7 7,124 6,784

**Total income**

|               | 240,004 | 205,527 |

#### Expenses
- Employee costs 3.1 81,256 78,798
- Materials and services 3.2 58,385 55,571
- Depreciation 3.3 24,139 23,476
- Bad and doubtful debts 3.4 3,126 1,502
- Borrowing costs 3.5 2,188 2,018
- Other expenses 3.6 169 191
- Net loss on disposal of property, infrastructure, plant and equipment 2.6 7,347 3,345
- Fair value adjustments for investment property 5.4 - 2,807

**Total expenses**

|               | 176,609 | 167,708 |

#### Surplus for the year

|               | 63,395  | 37,818  |

#### Other comprehensive income
- Items that will not be reclassified to surplus or deficit in future periods
  - Net asset revaluation increment 5.2 146,370 -

**Comprehensive result**

|               | 209,764 | 37,818 |

The above comprehensive income statement should be read in conjunction with the accompanying notes.
## Balance Sheet
### As at 30 June 2018

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
</tbody>
</table>

### Assets

#### Current assets

<table>
<thead>
<tr>
<th>Item</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and cash equivalents</td>
<td>49,906</td>
<td>49,462</td>
</tr>
<tr>
<td>Trade and other receivables</td>
<td>19,792</td>
<td>22,061</td>
</tr>
<tr>
<td>Other financial assets</td>
<td>56,000</td>
<td>59,700</td>
</tr>
<tr>
<td>Inventories</td>
<td>242</td>
<td>179</td>
</tr>
<tr>
<td>Non-current assets classified as held for sale</td>
<td>-</td>
<td>600</td>
</tr>
<tr>
<td>Other assets</td>
<td>1,315</td>
<td>1,042</td>
</tr>
<tr>
<td><strong>Total current assets</strong></td>
<td>127,256</td>
<td>133,045</td>
</tr>
</tbody>
</table>

#### Non-current assets

<table>
<thead>
<tr>
<th>Item</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unlisted Shares</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Property, infrastructure, plant and equipment</td>
<td>2,068,231</td>
<td>1,866,188</td>
</tr>
<tr>
<td>Investment property</td>
<td>32,652</td>
<td>25,975</td>
</tr>
<tr>
<td>Other assets</td>
<td>1,890</td>
<td>2,126</td>
</tr>
<tr>
<td><strong>Total non-current assets</strong></td>
<td>2,102,775</td>
<td>1,894,291</td>
</tr>
<tr>
<td><strong>Total assets</strong></td>
<td>2,230,031</td>
<td>2,027,336</td>
</tr>
</tbody>
</table>

### Liabilities

#### Current liabilities

<table>
<thead>
<tr>
<th>Item</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade and other payables</td>
<td>12,883</td>
<td>20,689</td>
</tr>
<tr>
<td>Trust funds and deposits</td>
<td>3,516</td>
<td>3,096</td>
</tr>
<tr>
<td>Provisions</td>
<td>19,122</td>
<td>18,490</td>
</tr>
<tr>
<td>Interest-bearing loans and borrowings</td>
<td>1,090</td>
<td>7,566</td>
</tr>
<tr>
<td><strong>Total current liabilities</strong></td>
<td>36,590</td>
<td>49,841</td>
</tr>
</tbody>
</table>

#### Non-current liabilities

<table>
<thead>
<tr>
<th>Item</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provisions</td>
<td>1,806</td>
<td>1,288</td>
</tr>
<tr>
<td>Interest-bearing loans and borrowings</td>
<td>35,316</td>
<td>39,661</td>
</tr>
<tr>
<td><strong>Total non-current liabilities</strong></td>
<td>37,122</td>
<td>40,949</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td>73,712</td>
<td>90,790</td>
</tr>
</tbody>
</table>

### Net Assets

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net Assets</strong></td>
<td>2,156,318</td>
<td>1,936,546</td>
</tr>
</tbody>
</table>

### Equity

<table>
<thead>
<tr>
<th>Item</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accumulated surplus</td>
<td>586,499</td>
<td>523,563</td>
</tr>
<tr>
<td>Asset revaluation reserve</td>
<td>1,500,589</td>
<td>1,354,219</td>
</tr>
<tr>
<td>Other reserves</td>
<td>69,231</td>
<td>58,763</td>
</tr>
<tr>
<td><strong>Total Equity</strong></td>
<td>2,156,318</td>
<td>1,936,546</td>
</tr>
</tbody>
</table>

The above balance sheet should be read in conjunction with the accompanying notes.
Statement of Changes in Equity  
For the Year Ended 30 June 2018

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total</td>
<td>$'000</td>
</tr>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Balance at beginning of the financial year</td>
<td>1,936,546</td>
<td>523,563</td>
</tr>
<tr>
<td>Recognition of previously unrecognised non-current assets *</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Infrastructure assets</td>
<td>258</td>
<td>258</td>
</tr>
<tr>
<td>- Land assets</td>
<td>9,750</td>
<td>9,750</td>
</tr>
<tr>
<td>Revised balance as at 1st July 2017</td>
<td>1,946,554</td>
<td>533,571</td>
</tr>
<tr>
<td>Surplus / (deficit) for the year</td>
<td>63,395</td>
<td>63,395</td>
</tr>
<tr>
<td>Net asset revaluation increment / (decrement)</td>
<td>8.1</td>
<td>146,370</td>
</tr>
<tr>
<td>Transfers to other reserves</td>
<td>8.1</td>
<td>-</td>
</tr>
<tr>
<td>Transfers from other reserves</td>
<td>8.1</td>
<td>-</td>
</tr>
<tr>
<td>Balance at end of the financial year</td>
<td>2,156,318</td>
<td>586,499</td>
</tr>
</tbody>
</table>

* As these non-current assets relate to existing assets not previously recognised, corrections were made to the balance of accumulated surplus for the year 2017/2018.

The above statement of changes in equity should be read in conjunction with the accompanying notes.
### Statement of Cash Flows
For the Year Ended 30 June 2018

<table>
<thead>
<tr>
<th>Note</th>
<th>2018 Inflows/ (Outflows) $'000</th>
<th>2017 Inflows/ (Outflows) $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.2</td>
<td>60,944</td>
<td>71,856</td>
</tr>
</tbody>
</table>

#### Cash flows from operating activities

- Rates and charges: 13,553
- Statutory fees and fines: 10,029
- User fees: 8,679
- Grants operating: 20,113
- Grants capital: 3,781
- Contributions - monetary: 19,812
- Interest: 3,665
- Trust funds and deposits taken: 19,252
- Other receipts: 4,171
- Net GST refund: 7,714
- Materials and services: (72,670)
- Employee costs (including redundancies): (96,137)
- Trust funds and deposits repaid: (16,833)
- Other payments: (185)

Net cash provided by operating activities: 60,944

#### Cash flows from investing activities

- Payments for property, infrastructure, plant and equipment: (51,451)
- Proceeds from sale of property, infrastructure, plant and equipment: 260
- Payments for other financial assets: 3,700
- Net cash used in investing activities: (47,491)

#### Cash flows from financing activities

- Finance costs: (2,188)
- Repayment of interest bearing loans and borrowings: (10,922)

Net cash used in financing activities: (13,009)

Net increase in cash and cash equivalents: 444

Cash and cash equivalents at the beginning of the financial year: 49,462

Cash and cash equivalents at the end of the financial year: 49,906

Financing arrangements: 4.6

Restrictions on cash assets: 4.1

The above statement of cash flows should be read in conjunction with the accompanying notes.
Statement of Capital Works  
For the Year Ended 30 June 2018

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td><strong>Property</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>691</td>
<td>56</td>
</tr>
<tr>
<td>Buildings</td>
<td>18,546</td>
<td>4,881</td>
</tr>
<tr>
<td><strong>Total property</strong></td>
<td>19,238</td>
<td>4,937</td>
</tr>
<tr>
<td><strong>Plant and equipment</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant, machinery and equipment</td>
<td>2,236</td>
<td>1,187</td>
</tr>
<tr>
<td>Fixtures, fittings and furniture</td>
<td>227</td>
<td>135</td>
</tr>
<tr>
<td>Computers and telecommunications</td>
<td>1,184</td>
<td>1,057</td>
</tr>
<tr>
<td>Library books</td>
<td>1,033</td>
<td>1,003</td>
</tr>
<tr>
<td><strong>Total plant and equipment</strong></td>
<td>4,680</td>
<td>3,383</td>
</tr>
<tr>
<td><strong>Infrastructure</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roads</td>
<td>5,530</td>
<td>4,246</td>
</tr>
<tr>
<td>Bridges</td>
<td>205</td>
<td>1,452</td>
</tr>
<tr>
<td>Footpaths and cycleways</td>
<td>3,742</td>
<td>2,580</td>
</tr>
<tr>
<td>Drainage</td>
<td>2,867</td>
<td>3,262</td>
</tr>
<tr>
<td>Other infrastructure</td>
<td>6,245</td>
<td>4,014</td>
</tr>
<tr>
<td><strong>Total infrastructure</strong></td>
<td>18,590</td>
<td>15,554</td>
</tr>
<tr>
<td><strong>Total capital works expenditure</strong></td>
<td>42,507</td>
<td>23,874</td>
</tr>
</tbody>
</table>

**Represented by:**
- New asset expenditure                     | 12,643| 4,627 |
- Asset renewal expenditure                  | 19,578| 12,300|
- Asset expansion expenditure                | -     | 463   |
- Asset upgrade expenditure                  | 10,286| 6,484 |

**Total capital works expenditure**        | 42,507| 23,874|

The above statement of capital works should be read in conjunction with the accompanying notes.
Notes to the Financial Report
For the Year Ended 30 June 2018

Introduction

The Moreland City Council was established by an Order of the Governor in Council on 21 June 1994 and is a body corporate.
The Council’s main office is located at 90 Bell Street, Coburg.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989, and the Local Government (Planning and Reporting) Regulations 2014.

Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AASB's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 5.2);
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 5.2); and
- the determination of employee provisions (refer to Note 4.6).

(b) Rounding

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.
Notes to the Financial Report
For the Year Ended 30 June 2018

Note 1 Performance against budget

The performance against budget notes compare Council’s financial plan, expressed through its annual budget, with actual performance. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or $3 million where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 24 July 2017. The budget was based on assumptions that were relevant at the time of adoption of the budget. Council sets guidelines and parameters for revenue and expense targets in this budget in order to meet Council’s planning and financial performance targets for both the short and long term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014.

### 1.1 Income and Expenditure

<table>
<thead>
<tr>
<th></th>
<th>Budget 2018</th>
<th>Actual 2018</th>
<th>Variance 2018</th>
<th>Ref</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td></td>
</tr>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates and charges</td>
<td>140,677</td>
<td>141,484</td>
<td>607</td>
<td>1</td>
</tr>
<tr>
<td>Statutory fees and fines</td>
<td>11,100</td>
<td>12,130</td>
<td>1,030</td>
<td>2</td>
</tr>
<tr>
<td>User fees</td>
<td>6,434</td>
<td>7,251</td>
<td>817</td>
<td>3</td>
</tr>
<tr>
<td>Grants - Operating</td>
<td>14,467</td>
<td>18,300</td>
<td>3,833</td>
<td>4</td>
</tr>
<tr>
<td>Grants - Capital</td>
<td>1,686</td>
<td>3,437</td>
<td>1,551</td>
<td>5</td>
</tr>
<tr>
<td>Contributions - cash</td>
<td>12,340</td>
<td>18,240</td>
<td>5,900</td>
<td>6</td>
</tr>
<tr>
<td>Contributions - non-monetary assets</td>
<td>-</td>
<td>25,360</td>
<td>25,360</td>
<td>7</td>
</tr>
<tr>
<td>Other income</td>
<td>5,634</td>
<td>7,124</td>
<td>1,490</td>
<td>8</td>
</tr>
<tr>
<td>Fair value adjustments for investment property</td>
<td>-</td>
<td>6,677</td>
<td>6,677</td>
<td>9</td>
</tr>
<tr>
<td><strong>Total revenues</strong></td>
<td><strong>192,738</strong></td>
<td><strong>240,004</strong></td>
<td><strong>47,266</strong></td>
<td></td>
</tr>
</tbody>
</table>

| **Expenses**           |             |             |               |     |
|                        | $'000       | $'000       | $'000         |     |
| Employee costs         | 84,617      | 81,256      | 3,561         | 10  |
| Materials and services | 53,784      | 58,385      | (4,601)       | 11  |
| Bad and doubtful debts | 1,350       | 3,128       | (1,776)       | 12  |
| Depreciation and amortisation | 25,192     | 24,139     | 1,053         |     |
| Finance costs          | 1,547       | 2,188       | (241)         | 13  |
| Other expenses         | 666         | 169         | 517           |     |
| Net gain/(loss) on disposal of property, infrastructure, plant and equipment | - | 7,347 | (7,347) | 14 |
| **Total expenses**     | **167,776** | **176,609** | **(8,833)**   |     |

<p>| <strong>Net surplus (deficit)</strong> |             |             |               |     |
|                          | <strong>24,562</strong>  | <strong>63,395</strong>  | <strong>38,433</strong>    |     |</p>
<table>
<thead>
<tr>
<th>Ref.</th>
<th>Item</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Rates and charges</td>
<td>Unanticipated supplementary rate income.</td>
</tr>
<tr>
<td>2</td>
<td>Statutory fees and fines</td>
<td>Better than anticipated results in Planning permit revenues and Perin court recoveries.</td>
</tr>
<tr>
<td>3</td>
<td>User fees</td>
<td>Registration and Building services fees, Dog Act, Right of Way closures, Waste management services and Court fines had increased activity for the financial year.</td>
</tr>
<tr>
<td>4</td>
<td>Grants - Operating</td>
<td>Commonwealth Financial Assistance Grants instalment relating to 2018/19 was received in advance on 30 June 2018</td>
</tr>
<tr>
<td>5</td>
<td>Grants - Capital</td>
<td>Unbudgeted State Government grants to construct Netball courts within Moreland were received during the year.</td>
</tr>
<tr>
<td>6</td>
<td>Contributions - cash</td>
<td>Sub-divider contributions and revenue for the Developer Contribution Plan were higher than anticipated due to increased development activity.</td>
</tr>
<tr>
<td>7</td>
<td>Contributions - non-monetary assets</td>
<td>This variance is due to the recognition of Gazetted assets from other government entities during the year for which Council has now accepted on-going responsibility.</td>
</tr>
<tr>
<td>8</td>
<td>Other income</td>
<td>Higher than budgeted cash contributions have provided extra funds to invest, leading to higher than anticipated interest revenue on investments.</td>
</tr>
<tr>
<td>9</td>
<td>Fair value adjustments for investment property</td>
<td>Market valuations undertaken for Council's investment properties by qualified valuers, resulted in this overall increase.</td>
</tr>
<tr>
<td>10</td>
<td>Employee costs</td>
<td>Employee costs are below budget due to vacant positions.</td>
</tr>
<tr>
<td>11</td>
<td>Materials and services</td>
<td>The primary reasons for this variance are use of agency staff to fill staff vacancies, higher than budgeted consultancy costs and expenditure originally budgeted as part of the capital program which were actually operating in nature.</td>
</tr>
<tr>
<td>12</td>
<td>Bad and doubtful debts</td>
<td>At balance date debtors were assessed for recoverability. As a result the increase in the provision for Parking debtors was higher than budget.</td>
</tr>
<tr>
<td>13</td>
<td>Finance costs</td>
<td>Council incurred loan exit fees, including $295k of interest, as a result of the early repayment of a loan.</td>
</tr>
<tr>
<td>14</td>
<td>Net gain/(loss) on disposal of property, infrastructure, plant and equipment</td>
<td>Some infrastructure assets were disposed with no proceeds.</td>
</tr>
</tbody>
</table>
Notes to the Financial Report
For the Year Ended 30 June 2018

1.2 Capital Works

<table>
<thead>
<tr>
<th></th>
<th>Budget 2018 '000</th>
<th>Actual 2018 '000</th>
<th>Variance 2018 '000</th>
<th>Ref</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Property</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>-</td>
<td>691</td>
<td>(691)</td>
<td>1</td>
</tr>
<tr>
<td>Buildings</td>
<td>24,469</td>
<td>18,546</td>
<td>5,923</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total Property</strong></td>
<td>24,469</td>
<td>19,238</td>
<td>5,231</td>
<td></td>
</tr>
<tr>
<td><strong>Plant and Equipment</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant, machinery and equipment</td>
<td>1,405</td>
<td>2,236</td>
<td>(831)</td>
<td>3</td>
</tr>
<tr>
<td>Fixtures, fittings and furniture</td>
<td>183</td>
<td>227</td>
<td>(44)</td>
<td></td>
</tr>
<tr>
<td>Computers and telecommunications</td>
<td>1,012</td>
<td>1,184</td>
<td>(172)</td>
<td></td>
</tr>
<tr>
<td>Library books</td>
<td>1,034</td>
<td>1,033</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td><strong>Total Plant and Equipment</strong></td>
<td>3,634</td>
<td>4,680</td>
<td>(1,046)</td>
<td></td>
</tr>
<tr>
<td><strong>Infrastructure</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roads</td>
<td>11,936</td>
<td>5,530</td>
<td>6,406</td>
<td>4</td>
</tr>
<tr>
<td>Bridges</td>
<td>120</td>
<td>205</td>
<td>(85)</td>
<td></td>
</tr>
<tr>
<td>Footpaths and cycleways</td>
<td>2,021</td>
<td>3,742</td>
<td>(1,721)</td>
<td>5</td>
</tr>
<tr>
<td>Drainage</td>
<td>1,048</td>
<td>2,867</td>
<td>(1,819)</td>
<td>6</td>
</tr>
<tr>
<td>Other infrastructure</td>
<td>8,150</td>
<td>6,245</td>
<td>1,905</td>
<td>7</td>
</tr>
<tr>
<td><strong>Total Infrastructure</strong></td>
<td>23,275</td>
<td>18,590</td>
<td>4,685</td>
<td></td>
</tr>
<tr>
<td><strong>Total Capital Works Expenditure</strong></td>
<td>51,378</td>
<td>42,507</td>
<td>8,871</td>
<td></td>
</tr>
<tr>
<td>Represented by:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New asset expenditure</td>
<td>7,578</td>
<td>12,643</td>
<td>(5,065)</td>
<td>8</td>
</tr>
<tr>
<td>Asset renewal expenditure</td>
<td>32,021</td>
<td>19,578</td>
<td>12,443</td>
<td>9</td>
</tr>
<tr>
<td>Asset expansion expenditure</td>
<td>1,600</td>
<td>-</td>
<td>1,600</td>
<td>10</td>
</tr>
<tr>
<td>Asset upgrade expenditure</td>
<td>10,179</td>
<td>10,286</td>
<td>(107)</td>
<td></td>
</tr>
<tr>
<td><strong>Total Capital Works Expenditure</strong></td>
<td>51,378</td>
<td>42,507</td>
<td>8,871</td>
<td></td>
</tr>
<tr>
<td>Ref.</td>
<td>Item</td>
<td>Explanation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------</td>
<td>-----------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Land</td>
<td>Council undertook an unbudgeted purchase of a parcel of land to increase the level of open space within Moreland.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Buildings</td>
<td>Several building projects have been delayed or are continuing into 2019, the completion of the City Oval pavilion works, the Oak Park precinct and a pavilion at Dunstan Reserve.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Plant, machinery and equipment</td>
<td>A portion of the 2018 capital expenditure in fleet occurred in 2017 due to available savings from other programs enabling the program to be brought forward.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Roads</td>
<td>Council budget to reconstruct and rehabilitate roads ($6.7 million of total roads budget). As part of these projects, a significant portion of this expenditure is capitalised as drainage assets.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Footpaths and cycleways</td>
<td>Council budget to reconstruct and rehabilitate roads ($6.7 million of total roads budget). As part of these projects, a significant portion of this expenditure is capitalised as footpath and cycleway assets.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Drainage</td>
<td>Council budget to reconstruct and rehabilitate roads ($6.7 million of total roads budget). As part of these projects, a significant portion of this expenditure is capitalised as drainage assets.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Other infrastructure</td>
<td>The City Oval landscaping works have been delayed and remain as work in progress. A large portion of the other infrastructure expenditure was operational in nature.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>New asset expenditure</td>
<td>New assets including buildings at Oxygen Youth Facility were completed during 2018, these costs, coupled with costs from opening Work In Progress, caused the capitalised value to be higher than budget.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Asset renewal expenditure</td>
<td>Assets budgeted for renewal expenditure, including various road rehabilitation projects have not been completed and remain in work in progress.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Asset expansion expenditure</td>
<td>The budgeted expansion expenditure works, the Oak Park precinct, are continuing into future years, costs remain in work in progress.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Notes to the Financial Report
For the Year Ended 30 June 2018

Note 2 Funding for the delivery of our services

2.1 Rates and charges

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is the total market value of the land plus buildings and other improvements.

The valuation base used to calculate general rates for 2017/2018 was $49.100 billion (2016/2017 $47.279 billion). The 2017/2018 rate in the CIV dollar was 0.0025681 (2016/2017, 0.002527).

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Rates</td>
<td>124,962</td>
<td>121,546</td>
</tr>
<tr>
<td>Supplementary rates and rate adjustments</td>
<td>2,786</td>
<td>3,131</td>
</tr>
<tr>
<td>Waste management charge</td>
<td>13,300</td>
<td>13,086</td>
</tr>
<tr>
<td>Special rates and charges</td>
<td>457</td>
<td>496</td>
</tr>
<tr>
<td><strong>Total rates and charges</strong></td>
<td><strong>141,484</strong></td>
<td><strong>138,259</strong></td>
</tr>
</tbody>
</table>

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2019 and the valuation will be first applied in the rating year commencing 1 July 2018.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

2.2 Statutory fees and fines

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infringements and costs</td>
<td>6,309</td>
<td>6,227</td>
</tr>
<tr>
<td>PERIN court recoveries</td>
<td>457</td>
<td>389</td>
</tr>
<tr>
<td>Town planning fees</td>
<td>2,225</td>
<td>2,025</td>
</tr>
<tr>
<td>Land information certificates</td>
<td>178</td>
<td>171</td>
</tr>
<tr>
<td>Other fines</td>
<td>658</td>
<td>749</td>
</tr>
<tr>
<td>Permits</td>
<td>2,293</td>
<td>2,151</td>
</tr>
<tr>
<td><strong>Total statutory fees and fines</strong></td>
<td><strong>12,130</strong></td>
<td><strong>11,712</strong></td>
</tr>
</tbody>
</table>

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

2.3 User fees

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking</td>
<td>290</td>
<td>93</td>
</tr>
<tr>
<td>Aged services fees</td>
<td>1,904</td>
<td>2,066</td>
</tr>
<tr>
<td>Registration fees</td>
<td>1,541</td>
<td>1,442</td>
</tr>
<tr>
<td>Road occupancy charges</td>
<td>130</td>
<td>205</td>
</tr>
<tr>
<td>Building services</td>
<td>591</td>
<td>564</td>
</tr>
<tr>
<td>Valuation fees/supplementary charges</td>
<td>41</td>
<td>393</td>
</tr>
<tr>
<td>Waste management services</td>
<td>539</td>
<td>1,074</td>
</tr>
<tr>
<td>Right of way closures</td>
<td>182</td>
<td>751</td>
</tr>
<tr>
<td>Other fees</td>
<td>2,034</td>
<td>2,230</td>
</tr>
<tr>
<td><strong>Total user fees</strong></td>
<td><strong>7,251</strong></td>
<td><strong>8,817</strong></td>
</tr>
</tbody>
</table>

User fees are recognised as revenue when the service has been provided or the payment is received, whichever first occurs.
## Notes to the Financial Report
### For the Year Ended 30 June 2018

#### 2.4 Funding from other levels of government
Grants were received in respect of the following:

<table>
<thead>
<tr>
<th>Summary of grants</th>
<th>2018 ($'000)</th>
<th>2017 ($'000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commonwealth funded grants</td>
<td>13,161</td>
<td>15,854</td>
</tr>
<tr>
<td>State funded grants</td>
<td>6,576</td>
<td>6,292</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>21,737</strong></td>
<td><strong>21,946</strong></td>
</tr>
</tbody>
</table>

(a) Operating Grants

**Recurrent – Commonwealth Government**
- Commonwealth Financial Assistance Grants – general purpose: 4,503 (6,937)
- Commonwealth Financial Assistance Grants – local roads: 896 (1,357)
- Families and children: 640 (622)
- Home help: 5,201 (4,933)
- Food services: 764 (570)
- Other: 249 (–)

**Recurrent – State Government**
- Home help: 1,907 (1,993)
- Libraries: 1,297 (1,046)
- Families and children: 2,042 (1,816)
- Other: 474 (525)

**Total recurrent operating grants**
- 17,991 (19,799)

**Non-recurrent – State Government**
- Environment protection: 309 (73)

**Total non-recurrent operating grants**
- 309 (73)

**Total operating grants**
- 18,300 (19,872)

(b) Capital Grants

**Recurrent – Commonwealth Government**
- Roads to recovery: 889 (1,235)

**Recurrent – State Government**
- Buildings: – (290)
- Recreation: 2,241 (409)
- Other: 28 (–)

**Total recurrent capital grants**
- 3,157 (1,934)

**Non-recurrent – State Government**
- Recreation: 280 (81)
- Other: – (60)

**Total Capital Non-recurrent**
- 280 (141)

**Total capital grants**
- 3,437 (2,075)
2.4 Funding from other levels of government (cont.)
   c) Unspent grants received on condition that they be spent in a specific manner

   Balance at start of year  1,238  825
   Received during the financial year and remained unspent at balance date  1,809  1,157
   Received in prior years and spent during the financial year  (1,238)  (744)
   Balance at year end  1,809  1,238

   Grant income is recognised when Council obtains control of the contribution. This is
   normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant
   has been secured, and are valued at their fair value at the date of transfer.

2.5 Contributions

   Monetary  18,240  16,574
   Non-monetary  25,360  1,434
   Total contributions  43,600  18,008

   Contributions of non monetary assets were received in relation to the following asset classes.
   Land under roads  141  372
   Property  24,094  -
   Infrastructure  1,124  1,062
   Total  25,360  1,434

   Monetary and non-monetary contributions are recognised as revenue when Council obtains control over the contributed asset.
   A one-off project initiated by the Land Titles Office to reconcile Crown land parcels as part of a digitisation project, resulted in the titles
   of various land parcels being transferred to Moreland City Council.

2.6 Net loss on disposal of property, infrastructure, plant and equipment

   Proceeds of sale  260  3,476
   Write down value of assets disposed  (7,606)  (6,621)
   Total  (7,347)  (3,345)

   The profit or loss on sale of an asset is determined when control of the asset has passed to
   the buyer.

2.7 Other income

   Interest  3,332  2,935
   Investment property rental  387  525
   Other rent  1,866  2,069
   Sale of non plant and equipment  78  88
   Legal costs reimbursed  316  160
   Payroll reimbursements  126  135
   Other  1,017  912
   Total other income  7,124  6,784

   Interest is recognised as it is earned.
   Other income is measured at the fair value of the consideration received or receivable and
   is recognised when Council gains control over the right to receive the income.

Note 3 The cost of delivering services

3.1 Employee costs

   a) Total Employee costs

   Wages and salaries  63,085  61,006
   Workcover  1,975  2,105
   Casual staff  446  446
   Annual leave and long service leave  7,871  6,955
   Superannuation  6,427  6,164
   Fringe benefits tax  119  137
   Other  1,831  1,587
   Total employee costs  81,256  78,798
Notes to the Financial Report
For the Year Ended 30 June 2018

(b) Superannuation
Council made contributions to the following

<table>
<thead>
<tr>
<th>Defined benefit fund</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employer contributions to Local Authorities Superannuation Fund (Vision Super)</td>
<td>659</td>
<td>713</td>
</tr>
<tr>
<td>Employer contributions payable at reporting date.</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Accumulation funds</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employer contributions to Local Authorities Superannuation Fund (Vision Super)</td>
<td>3,548</td>
<td>3,556</td>
</tr>
<tr>
<td>Employer contributions - other funds</td>
<td>2,210</td>
<td>1,872</td>
</tr>
<tr>
<td>Employer contributions payable at reporting date.</td>
<td>564</td>
<td>554</td>
</tr>
</tbody>
</table>

Refer to note 8.3 for further information relating to Council's superannuation obligations.

3.2 Materials and services

<table>
<thead>
<tr>
<th>Item</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Utilities</td>
<td>3,338</td>
<td>2,920</td>
</tr>
<tr>
<td>Contractors</td>
<td>12,208</td>
<td>11,897</td>
</tr>
<tr>
<td>Works contracts</td>
<td>586</td>
<td>99</td>
</tr>
<tr>
<td>General services</td>
<td>26,293</td>
<td>26,219</td>
</tr>
<tr>
<td>Office services and supplies</td>
<td>5,205</td>
<td>5,186</td>
</tr>
<tr>
<td>Other supplies</td>
<td>2,372</td>
<td>2,369</td>
</tr>
<tr>
<td>Materials</td>
<td>413</td>
<td>243</td>
</tr>
<tr>
<td>Minor equipment and medical supplies</td>
<td>988</td>
<td>1,092</td>
</tr>
<tr>
<td>Other related costs</td>
<td>2,801</td>
<td>1,940</td>
</tr>
<tr>
<td>Property leases and rentals</td>
<td>416</td>
<td>1,018</td>
</tr>
<tr>
<td>Fire Services Property Levy</td>
<td>168</td>
<td>163</td>
</tr>
<tr>
<td>Council grants and sponsorships</td>
<td>2,254</td>
<td>1,428</td>
</tr>
<tr>
<td>Insurance</td>
<td>1,343</td>
<td>999</td>
</tr>
<tr>
<td><strong>Total materials and services</strong></td>
<td>58,385</td>
<td>55,571</td>
</tr>
</tbody>
</table>

3.3 Depreciation and amortisation

<table>
<thead>
<tr>
<th>Item</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property</td>
<td>3,971</td>
<td>3,852</td>
</tr>
<tr>
<td>Plant and Equipment</td>
<td>3,502</td>
<td>3,263</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>16,429</td>
<td>16,361</td>
</tr>
<tr>
<td><strong>Total depreciation</strong></td>
<td>23,903</td>
<td>23,476</td>
</tr>
</tbody>
</table>

Prepayment asset

| Rights of use of Animal Shelter     | 236   | -     |
| **Total depreciation and amortisation** | 24,139| 23,476|

Refer to note 4.2(c) and 5.2 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.

3.4 Bad and doubtful debts

<table>
<thead>
<tr>
<th>Item</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking fine debtors</td>
<td>1,992</td>
<td>1,542</td>
</tr>
<tr>
<td>Other debtors</td>
<td>1,134</td>
<td>(40)</td>
</tr>
<tr>
<td><strong>Total bad and doubtful debts</strong></td>
<td>3,126</td>
<td>1,502</td>
</tr>
</tbody>
</table>

Movement in provisions for doubtful debts

<table>
<thead>
<tr>
<th>Description</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at the beginning of the year</td>
<td>1,474</td>
<td>1,529</td>
</tr>
<tr>
<td>New Provisions recognised during the year</td>
<td>1,134</td>
<td>(41)</td>
</tr>
<tr>
<td>Amounts already provided for and written off as uncollectable</td>
<td>22</td>
<td>14</td>
</tr>
<tr>
<td>Amounts provided for but recovered during the year</td>
<td>(45)</td>
<td>(29)</td>
</tr>
<tr>
<td><strong>Balance at end of year</strong></td>
<td>2,586</td>
<td>1,474</td>
</tr>
</tbody>
</table>

Provision for doubtful debt is recognised when there is objective evidence that an impairment loss has occurred. Bad debts are written off when identified.
Notes to the Financial Report
For the Year Ended 30 June 2018

3.5 Borrowing costs

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest - Borrowings</td>
<td>2,188</td>
<td>2,018</td>
</tr>
<tr>
<td><strong>Total borrowing costs</strong></td>
<td><strong>2,188</strong></td>
<td><strong>2,018</strong></td>
</tr>
</tbody>
</table>

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.

3.6 Other expenses

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditors’ remuneration</td>
<td>64</td>
<td>82</td>
</tr>
<tr>
<td>Auditors’ remuneration - Internal</td>
<td>104</td>
<td>106</td>
</tr>
<tr>
<td>Councillors’ allowances</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total other expenses</strong></td>
<td><strong>169</strong></td>
<td><strong>191</strong></td>
</tr>
</tbody>
</table>

Note 4 Our financial position

4.1 Financial assets

a) Cash and cash equivalents

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash on hand</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Cash at bank</td>
<td>8,699</td>
<td>1,956</td>
</tr>
<tr>
<td>Term Deposits (maturity &lt; 90 days)</td>
<td>41,200</td>
<td>47,500</td>
</tr>
<tr>
<td><strong>Total cash and cash equivalents</strong></td>
<td><strong>49,906</strong></td>
<td><strong>49,462</strong></td>
</tr>
</tbody>
</table>

b) other financial assets

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term Deposits (maturity &gt; 90 days)</td>
<td>56,000</td>
<td>50,700</td>
</tr>
<tr>
<td><strong>Total cash and cash equivalents and other financial assets</strong></td>
<td><strong>105,906</strong></td>
<td><strong>100,162</strong></td>
</tr>
</tbody>
</table>

Council’s cash and cash equivalents and other financial assets are subject to external restrictions that limit amounts available for discretionary use. These include:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trust funds and deposits (Note 4.3)</td>
<td>3,516</td>
<td>3,096</td>
</tr>
<tr>
<td><strong>Total restricted funds</strong></td>
<td><strong>3,516</strong></td>
<td><strong>3,096</strong></td>
</tr>
</tbody>
</table>

Total unrestricted cash and cash equivalents and other financial assets

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total unrestricted cash and cash equivalents and other financial assets</strong></td>
<td><strong>102,391</strong></td>
<td><strong>103,066</strong></td>
</tr>
</tbody>
</table>

Intended allocations

Although not externally restricted the following amounts have been allocated for specific future purposes by Council:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted Reserves (Note 8.1)</td>
<td>50,632</td>
<td>36,472</td>
</tr>
<tr>
<td><strong>Total funds subject to intended allocations</strong></td>
<td><strong>50,632</strong></td>
<td><strong>36,472</strong></td>
</tr>
</tbody>
</table>

Cash and cash equivalents include cash on hand, deposits at call and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.
Notes to the Financial Report
For the Year Ended 30 June 2018

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>4.1 Financial assets (cont)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c) Trade and other receivables</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Statutory receivables</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates debtors</td>
<td>10,703</td>
<td>12,444</td>
</tr>
<tr>
<td>Parking infringement debtors</td>
<td>7,933</td>
<td>7,080</td>
</tr>
<tr>
<td>Provision for doubtful debts - parking infringements</td>
<td>(5,359)</td>
<td>(4,677)</td>
</tr>
<tr>
<td>Non statutory receivables</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other debtors</td>
<td>5,138</td>
<td>4,648</td>
</tr>
<tr>
<td>Provision for doubtful debts - other debtors</td>
<td>(2,566)</td>
<td>(1,474)</td>
</tr>
<tr>
<td>Fire Services Property Levy debtors</td>
<td>2,024</td>
<td>2,352</td>
</tr>
<tr>
<td>Net GST receivable</td>
<td>1,939</td>
<td>1,690</td>
</tr>
<tr>
<td>Total trade and other receivables</td>
<td>19,792</td>
<td>22,061</td>
</tr>
</tbody>
</table>

Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

d) Ageing of Receivables
At balance date other debtors representing financial assets were past due but not impaired. These amounts relate to a number of independent customers for whom there is no recent history of default. The ageing of the Council’s trade & other receivables (excluding statutory receivables) was:

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current (not yet due)</td>
<td>(411)</td>
<td>1,066</td>
</tr>
<tr>
<td>Past due by up to 30 days</td>
<td>1,006</td>
<td>639</td>
</tr>
<tr>
<td>Past due between 31 and 180 days</td>
<td>881</td>
<td>1,197</td>
</tr>
<tr>
<td>Past due between 181 and 365 days</td>
<td>12</td>
<td>73</td>
</tr>
<tr>
<td>Past due by more than 1 year</td>
<td>264</td>
<td>178</td>
</tr>
<tr>
<td>Total trade &amp; other receivables</td>
<td>2,552</td>
<td>3,173</td>
</tr>
</tbody>
</table>

e) Ageing of individually impaired Receivables
At balance date, other debtors representing financial assets with a nominal value of $2,586,374 (2017: $1,474,340) were impaired. The amount of the provision raised against these debtors was $2,566,374 (2017: $1,474,340). They individually have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged with Council’s debt collectors or are on payment arrangements.

The ageing of the receivables that have been individually determined as impaired at reporting date was:

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current (not yet due)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Past due by up to 30 days</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Past due between 31 and 180 days</td>
<td>66</td>
<td>128</td>
</tr>
<tr>
<td>Past due between 181 and 365 days</td>
<td>562</td>
<td>264</td>
</tr>
<tr>
<td>Past due by more than 1 year</td>
<td>1,959</td>
<td>1,082</td>
</tr>
<tr>
<td>Total trade &amp; other receivables</td>
<td>2,586</td>
<td>1,474</td>
</tr>
</tbody>
</table>

4.2 Non-financial assets
a) Inventories
Inventories held for distribution | 242 | 179 |
Total Inventories | 242 | 179 |

Inventories held for distribution are measured at cost adjusted when applicable for any loss of service potential. All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where Inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

b) Other assets
Current
Prepayments | 810 | 765 |
Accrued income | 495 | 272 |
Other | 10 | 5 |
Total | 1,315 | 1,042 |

Non-current
Prepayments | 1,890 | 2,126 |
Total | 1,890 | 2,126 |
4.2 Non-financial assets (cont)
   c) Intangible assets
   Council has no intangible assets at this time.

4.3 Payables
   Trade and other payables

   Current
   Trade payables  4,631  9,165
   Accrued expenses  8,232  11,524
   Total trade and other payables  12,863  20,689

Trust funds and deposits

   Refundable deposits  873  824
   Trust funds  644  641
   Retention amounts  598  412
   Fire services levy  921  1,064
   Other refundable deposits  480  135
   Total trust funds and deposits  3,516  3,096

Amounts received as deposits and retention amounts controlled by Council are recognised as Trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeiture.

Council currently maintains separate and distinct Trust Funds for the Gavin Environment Trust, the Blackburn Bequest Trust and the Inner Circle Linear Trust. These funds are held and administered in accordance with the Trust Deed arrangements.

Refundable deposits – deposits are taken by Council as a form of surety in a number of circumstances, including in relation to building works, contract deposits and the use of civic facilities.

Fire Service Levy – Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the State Government in line with that process.

Retention Amounts – Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council’s contractual obligations.
4.4 Interest-bearing liabilities

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Borrowings - secured (1)</td>
<td>1,090</td>
<td>7,566</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Non-current</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Borrowings - secured (1)</td>
<td>35,316</td>
<td>39,661</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(1) Borrowings are secured by Council's general rate income.

The maturity profile for Council's borrowings is:

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not later than one year</td>
<td>1,090</td>
<td>7,566</td>
</tr>
<tr>
<td>Later than one year and not later than five years</td>
<td>19,446</td>
<td>23,491</td>
</tr>
<tr>
<td>Later than five years</td>
<td>15,870</td>
<td>16,170</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>36,406</td>
<td>47,227</td>
</tr>
</tbody>
</table>

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

Aggregate carrying amount of interest-bearing loans and borrowings:

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current</strong></td>
<td>1,090</td>
<td>7,566</td>
</tr>
<tr>
<td><strong>Non-current</strong></td>
<td>35,316</td>
<td>39,661</td>
</tr>
<tr>
<td><strong>Total interest-bearing loans and borrowings</strong></td>
<td>36,406</td>
<td>47,227</td>
</tr>
</tbody>
</table>
### 4.5 Provisions

<table>
<thead>
<tr>
<th></th>
<th>Annual leave</th>
<th>Long service leave</th>
<th>Service Gratuity</th>
<th>Other</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>2018</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance at beginning of the financial year</td>
<td>6,376</td>
<td>13,353</td>
<td>16</td>
<td>33</td>
<td>19,778</td>
</tr>
<tr>
<td>Additional provisions</td>
<td>6,316</td>
<td>2,493</td>
<td>0</td>
<td>-</td>
<td>8,809</td>
</tr>
<tr>
<td>Amounts used</td>
<td>(5,800)</td>
<td>(1,757)</td>
<td>(2)</td>
<td>-</td>
<td>(7,560)</td>
</tr>
<tr>
<td>Increase (decrease) in the discounted amount arising because of time and the effect of any change in the discount rate</td>
<td>(96)</td>
<td>(4)</td>
<td>-</td>
<td>-</td>
<td>(99)</td>
</tr>
<tr>
<td>Balance at the end of the financial year</td>
<td>6,796</td>
<td>14,085</td>
<td>14</td>
<td>33</td>
<td>20,928</td>
</tr>
</tbody>
</table>

|                      |              |                    |                  |       |       |
| 2017                 |              |                    |                  |       |       |
| Balance at beginning of the financial year | 5,513        | 13,636             | 24               | 33    | 19,206 |
| Additional provisions | 5,674        | 1,478              | 0                | -     | 7,153 |
| Amounts used         | (4,802)      | (1,757)            | (9)              | -     | (6,560) |
| Increase (decrease) in the discounted amount arising because of time and the effect of any change in the discount rate | (10)         | (4)                | -     | -     | (13)  |
| Balance at the end of the financial year | 6,376        | 13,353             | 16               | 33    | 19,778 |

#### (a) Employee provisions

**Current provisions expected to be settled wholly within 12 months**

<table>
<thead>
<tr>
<th></th>
<th>$'000</th>
<th>$'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual leave</td>
<td>6,172</td>
<td>5,538</td>
</tr>
<tr>
<td>Long service leave</td>
<td>2,126</td>
<td>1,693</td>
</tr>
<tr>
<td>Total</td>
<td>8,298</td>
<td>7,231</td>
</tr>
</tbody>
</table>

**Current provisions expected to be settled wholly after 12 months**

<table>
<thead>
<tr>
<th></th>
<th>$'000</th>
<th>$'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual leave</td>
<td>624</td>
<td>838</td>
</tr>
<tr>
<td>Long service leave</td>
<td>10,153</td>
<td>10,372</td>
</tr>
<tr>
<td>Service gratuity</td>
<td>14</td>
<td>16</td>
</tr>
<tr>
<td>Other</td>
<td>33</td>
<td>33</td>
</tr>
<tr>
<td>Total Current provisions</td>
<td>10,824</td>
<td>11,259</td>
</tr>
</tbody>
</table>

**Non-current**

<table>
<thead>
<tr>
<th></th>
<th>$'000</th>
<th>$'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long service leave</td>
<td>1,806</td>
<td>1,288</td>
</tr>
<tr>
<td>Aggregate carrying amount of employee provisions:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current</td>
<td>19,122</td>
<td>18,490</td>
</tr>
<tr>
<td>Non-current</td>
<td>1,806</td>
<td>1,288</td>
</tr>
<tr>
<td>Total</td>
<td>20,928</td>
<td>19,778</td>
</tr>
</tbody>
</table>

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

**Wages and salaries and annual leave**

Liabilities for wages and salaries, including non-monetary benefits and annual leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.
4.5 Provisions (cont)

Long service leave
Liability for long service leave (LSL) is recognised in the provision for employee benefits.

Current Liability – unconditional LSL is disclosed as a current liability even when the council does not expect to settle
the liability within 12 months because it will not have the unconditional right to defer settlement of the entitlement
should an employee take leave within 12 months.

The components of this current liability are measured as:
- present value - component that is not expected to be settled within 12 months.
- nominal value - component that is expected to be settled within 12 months.

Classification of employee costs
Non-current liability – conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of
employment, is disclosed as a non-current liability. There is an unconditional right to defer settlement of the entitlement
until the employee has completed the requisite years of service.

This non-current LSL liability is measured at present value.

Retirement gratuities
Retirement gratuities were provided to certain employees who were, prior to the formation of Moreland City Council,
employed by the City of Brunswick. The liability represents payment amounts calculated on the basis of achieved
levels of available sick leave. At balance date, the liability is measured at the present value of estimated future cash
flows to be made for this entitlement.

4.6 Financing arrangements

The Council has the following funding arrangements in place as at 30 June.

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank overdraft</td>
<td>4,000</td>
<td>4,000</td>
</tr>
<tr>
<td>Credit card facilities</td>
<td>462</td>
<td>467</td>
</tr>
<tr>
<td><strong>Total facilities</strong></td>
<td><strong>4,462</strong></td>
<td><strong>4,467</strong></td>
</tr>
<tr>
<td>Used facilities</td>
<td>143</td>
<td>54</td>
</tr>
<tr>
<td>Unused facilities</td>
<td>4,318</td>
<td>4,413</td>
</tr>
</tbody>
</table>
### 4.7 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

<table>
<thead>
<tr>
<th>Year</th>
<th>Later than 1 year</th>
<th>Later than 1 year and not later than 2 years</th>
<th>Later than 2 years and not later than 5 years</th>
<th>Later than 5 years</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td></td>
<td>Operating</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Garbage collection</td>
<td>438</td>
<td>447</td>
<td>-</td>
<td>884</td>
</tr>
<tr>
<td></td>
<td>Leisure centres</td>
<td>1,278</td>
<td>1,895</td>
<td>-</td>
<td>3,173</td>
</tr>
<tr>
<td></td>
<td>IT systems support</td>
<td>550</td>
<td>1,015</td>
<td>-</td>
<td>1,565</td>
</tr>
<tr>
<td></td>
<td>Consultancies</td>
<td>189</td>
<td>-</td>
<td></td>
<td>189</td>
</tr>
<tr>
<td></td>
<td>Environmental Operations</td>
<td>657</td>
<td>443</td>
<td>-</td>
<td>1,099</td>
</tr>
<tr>
<td></td>
<td>Street cleansing</td>
<td>1,262</td>
<td>2,599</td>
<td>-</td>
<td>3,861</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>4,373</td>
<td>6,398</td>
<td>-</td>
<td>10,772</td>
</tr>
<tr>
<td></td>
<td>Capital</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Consultancies</td>
<td>109</td>
<td>-</td>
<td></td>
<td>109</td>
</tr>
<tr>
<td></td>
<td>Works</td>
<td>2,704</td>
<td>1,172</td>
<td>650</td>
<td>4,526</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>2,813</td>
<td>1,172</td>
<td>650</td>
<td>4,635</td>
</tr>
<tr>
<td>2017</td>
<td>Not later than 1 year</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td></td>
<td>Later than 1 year and not later than 2 years</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td></td>
<td>Later than 2 years and not later than 5 years</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td></td>
<td>Later than 5 years</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td></td>
<td>Operating</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Garbage collection</td>
<td>429</td>
<td>884</td>
<td>456</td>
<td>1,769</td>
</tr>
<tr>
<td></td>
<td>Leisure centres</td>
<td>490</td>
<td>-</td>
<td>-</td>
<td>490</td>
</tr>
<tr>
<td></td>
<td>IT systems support</td>
<td>1,198</td>
<td>1,981</td>
<td>455</td>
<td>3,533</td>
</tr>
<tr>
<td></td>
<td>Social services</td>
<td>435</td>
<td>126</td>
<td>-</td>
<td>563</td>
</tr>
<tr>
<td></td>
<td>Consultancies</td>
<td>207</td>
<td>-</td>
<td>-</td>
<td>207</td>
</tr>
<tr>
<td></td>
<td>Libraries</td>
<td>92</td>
<td>-</td>
<td>-</td>
<td>92</td>
</tr>
<tr>
<td></td>
<td>Environmental Operations</td>
<td>637</td>
<td>1,099</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Street cleansing</td>
<td>1,072</td>
<td>2,582</td>
<td>1,315</td>
<td>4,977</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>4,561</td>
<td>6,664</td>
<td>2,223</td>
<td>13,468</td>
</tr>
<tr>
<td></td>
<td>Capital</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Works</td>
<td>1,259</td>
<td>132</td>
<td>-</td>
<td>1,391</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>1,259</td>
<td>132</td>
<td>-</td>
<td>1,391</td>
</tr>
</tbody>
</table>
4.7 Commitments (cont)

Operating leases

At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not later than one year</td>
<td>79</td>
<td>370</td>
</tr>
<tr>
<td></td>
<td>79</td>
<td>370</td>
</tr>
</tbody>
</table>

Operating lease receivables

The Council has entered into commercial property leases on its investment property, consisting of surplus freehold office and/or retail complexes. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 10 years. All leases include a CPI based revision of the rental charge annually.

Future minimum rentals receivable under non-cancellable operating leases are as follows:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not later than one year</td>
<td>1,614</td>
<td>1,681</td>
</tr>
<tr>
<td>Later than one year and not later than five years</td>
<td>5,866</td>
<td>5,870</td>
</tr>
<tr>
<td>Later than five years</td>
<td>16,485</td>
<td>16,767</td>
</tr>
<tr>
<td></td>
<td>23,965</td>
<td>24,318</td>
</tr>
</tbody>
</table>

Note 5 Assets we manage

5.1 Non-current assets classified as held for sale

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at beginning of financial year</td>
<td>600</td>
<td>2,608</td>
</tr>
<tr>
<td>Transfers (from) assets held for sale</td>
<td>(600)</td>
<td>(2,008)</td>
</tr>
<tr>
<td><strong>Total Non-current assets classified as held for sale</strong></td>
<td>-</td>
<td>600</td>
</tr>
</tbody>
</table>

A non-current asset classified as held for sale (including disposal groups) is measured at the lower of its carrying amount and fair value less costs to sell and are not subject to depreciation. Non-current assets, disposal groups and related liabilities assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.

In March 2018, Council resolved to withdraw a property held at Hood Crescent, as it was no longer deemed surplus to its needs. This decision had no material impact on Council's operations for the period and any prior periods presented as this property is a vacant parcel of land.
### 5.2 Property, infrastructure, plant and equipment

#### Summary of property, infrastructure, plant and equipment

<table>
<thead>
<tr>
<th></th>
<th>At Fair Value 2018</th>
<th>Acquisitions</th>
<th>Contributions</th>
<th>Found Assets</th>
<th>Depreciation</th>
<th>Disposal</th>
<th>Transfers</th>
<th>Revaluations</th>
<th>At Fair Value 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Land</td>
<td>1,195,531</td>
<td>691</td>
<td>24,235</td>
<td>9,730</td>
<td>-</td>
<td>-</td>
<td>600</td>
<td>135,833</td>
<td>1,366,441</td>
</tr>
<tr>
<td>Buildings</td>
<td>153,785</td>
<td>18,400</td>
<td>-</td>
<td>(3,071)</td>
<td>(1,257)</td>
<td>-</td>
<td>-</td>
<td>10,527</td>
<td>183,494</td>
</tr>
<tr>
<td>Plant and Equipment</td>
<td>13,354</td>
<td>4,680</td>
<td>-</td>
<td>(3,500)</td>
<td>(100)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>14,429</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>480,209</td>
<td>18,590</td>
<td>1,124</td>
<td>684</td>
<td>(10,429)</td>
<td>(6,683)</td>
<td>-</td>
<td>-</td>
<td>477,565</td>
</tr>
<tr>
<td>Work in progress</td>
<td>17,449</td>
<td>51,726</td>
<td>-</td>
<td>(366)</td>
<td>(42,507)</td>
<td>-</td>
<td>-</td>
<td>26,302</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,886,188</strong></td>
<td><strong>94,087</strong></td>
<td><strong>25,360</strong></td>
<td><strong>19,444</strong></td>
<td><strong>(23,903)</strong></td>
<td><strong>(8,407)</strong></td>
<td><strong>(41,907)</strong></td>
<td><strong>146,370</strong></td>
<td><strong>2,068,231</strong></td>
</tr>
</tbody>
</table>

Derecognition of assets and impairments are included in the disposal amount.

A one-off project initiated by the Land Titles Office to reconcile Crown land parcels as part of a digitisation project, resulted in the titles of various land parcels being transferred to Moreland City Council. $9.75m were classified as found assets based on the date of transfer.

The vast majority of found infrastructure assets discovered during the financial year that require to be recognised as Council assets, are drains.

#### Summary of Work in Progress

<table>
<thead>
<tr>
<th></th>
<th>Opening WIP</th>
<th>Additions</th>
<th>Transfers</th>
<th>Write Offs</th>
<th>Closing WIP</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Property</td>
<td>12,766</td>
<td>28,846</td>
<td>(19,238)</td>
<td>(303)</td>
<td>22,071</td>
</tr>
<tr>
<td>Plant and Equipment</td>
<td>1,117</td>
<td>3,685</td>
<td>(4,680)</td>
<td>-</td>
<td>121</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>3,596</td>
<td>19,195</td>
<td>(18,590)</td>
<td>(63)</td>
<td>4,109</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>17,449</strong></td>
<td><strong>51,726</strong></td>
<td><strong>(42,507)</strong></td>
<td><strong>(366)</strong></td>
<td><strong>26,302</strong></td>
</tr>
</tbody>
</table>

#### Asset recognition thresholds and depreciation periods

<table>
<thead>
<tr>
<th>Description</th>
<th>Threshold Limit</th>
<th>Depreciation Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td></td>
<td>Not applicable</td>
</tr>
<tr>
<td>Land under roads</td>
<td></td>
<td>Not applicable</td>
</tr>
<tr>
<td>Buildings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Buildings</td>
<td></td>
<td>5 to 200 years</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td></td>
<td>3 to 10 years</td>
</tr>
<tr>
<td>Furniture and fittings</td>
<td></td>
<td>3 to 10 years</td>
</tr>
<tr>
<td>Computer equipment</td>
<td></td>
<td>3 to 10 years</td>
</tr>
<tr>
<td>Library books</td>
<td></td>
<td>3 to 10 years</td>
</tr>
<tr>
<td>Motor vehicles</td>
<td></td>
<td>5 to 10 years</td>
</tr>
<tr>
<td>Amenity</td>
<td></td>
<td>Not applicable</td>
</tr>
<tr>
<td>Infrastructure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roads surface</td>
<td></td>
<td>10 to 30 years</td>
</tr>
<tr>
<td>Road pavement</td>
<td></td>
<td>50 to 100 years</td>
</tr>
<tr>
<td>Drains</td>
<td></td>
<td>20 to 100 years</td>
</tr>
<tr>
<td>Footpaths (includes shared footways)</td>
<td></td>
<td>15 to 50 years</td>
</tr>
<tr>
<td>Kerb and channel</td>
<td></td>
<td>15 to 75 years</td>
</tr>
<tr>
<td>Bridges</td>
<td></td>
<td>35 to 90 years</td>
</tr>
<tr>
<td>Other infrastructure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street furniture</td>
<td></td>
<td>10 to 20 years</td>
</tr>
<tr>
<td>Recreational, leisure and community facilities</td>
<td></td>
<td>10 to 50 years</td>
</tr>
<tr>
<td>Parks, open space and streetscapes</td>
<td></td>
<td>10 to 25 years</td>
</tr>
<tr>
<td>Playground equipment and other structures</td>
<td></td>
<td>10 to 50 years</td>
</tr>
</tbody>
</table>
### Notes to the Financial Report
For the Year Ended 30 June 2018

#### 5.2 Property, infrastructure, plant and equipment (cont.)

<table>
<thead>
<tr>
<th>a) Land and Buildings</th>
<th>Land - specialised</th>
<th>Land - non specialised</th>
<th>Land Under Roads</th>
<th>Total Land</th>
<th>Buildings - specialised</th>
<th>Total Buildings</th>
<th>Work In Progress</th>
<th>Total Property</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>At fair value 1 July 2017</td>
<td>968,014</td>
<td>223,475</td>
<td>3,842</td>
<td>1,195,331</td>
<td>163,652</td>
<td>163,652</td>
<td>12,766</td>
<td>1,371,749</td>
</tr>
<tr>
<td>Accumulated depreciation at 1 July 2017</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(3,867)</td>
<td>(3,867)</td>
<td>-</td>
<td>(3,867)</td>
</tr>
<tr>
<td></td>
<td>968,014</td>
<td>223,475</td>
<td>3,842</td>
<td>1,195,331</td>
<td>159,785</td>
<td>159,785</td>
<td>12,766</td>
<td>1,367,882</td>
</tr>
</tbody>
</table>

#### Movements in fair value

<table>
<thead>
<tr>
<th>Description</th>
<th>Land - specialised</th>
<th>Land - non specialised</th>
<th>Land Under Roads</th>
<th>Total Land</th>
<th>Buildings - specialised</th>
<th>Total Buildings</th>
<th>Work In Progress</th>
<th>Total Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition of assets at fair value</td>
<td>330</td>
<td>361</td>
<td>-</td>
<td>691</td>
<td>18,400</td>
<td>18,400</td>
<td>28,846</td>
<td>47,938</td>
</tr>
<tr>
<td>Contributed Assets</td>
<td>24,094</td>
<td>-</td>
<td>141</td>
<td>24,235</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>24,235</td>
</tr>
<tr>
<td>Recognition of found assets</td>
<td>9,750</td>
<td>-</td>
<td>-</td>
<td>9,750</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>9,750</td>
</tr>
<tr>
<td>Revaluation increments/decrements</td>
<td>102,154</td>
<td>33,679</td>
<td>-</td>
<td>135,833</td>
<td>102,201</td>
<td>102,201</td>
<td>-</td>
<td>238,034</td>
</tr>
<tr>
<td>Fair value of assets disposed</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>- (1,390)</td>
<td>(1,390)</td>
<td>-</td>
<td>(1,390)</td>
<td>(1,390)</td>
</tr>
<tr>
<td>Impairment losses recognised in operating result</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(303)</td>
<td>(303)</td>
<td>(303)</td>
</tr>
<tr>
<td>Transfers</td>
<td>600</td>
<td>-</td>
<td>-</td>
<td>600</td>
<td>-</td>
<td>-</td>
<td>(19,238)</td>
<td>(18,638)</td>
</tr>
<tr>
<td></td>
<td>136,929</td>
<td>34,040</td>
<td>141</td>
<td>171,110</td>
<td>119,211</td>
<td>119,211</td>
<td>9,305</td>
<td>299,626</td>
</tr>
</tbody>
</table>

#### Movements in accumulated depreciation

<table>
<thead>
<tr>
<th>Description</th>
<th>Land - specialised</th>
<th>Land - non specialised</th>
<th>Land Under Roads</th>
<th>Total Land</th>
<th>Buildings - specialised</th>
<th>Total Buildings</th>
<th>Work In Progress</th>
<th>Total Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depreciation and amortisation</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>- (3,971)</td>
<td>(3,971)</td>
<td>-</td>
<td>(3,971)</td>
<td>(3,971)</td>
</tr>
<tr>
<td>Accumulated depreciation revaluation reversal</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(91,664)</td>
<td>(91,664)</td>
<td>-</td>
<td>(91,664)</td>
</tr>
<tr>
<td>Accumulated depreciation of disposals</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>133</td>
<td>133</td>
<td>133</td>
<td>133</td>
<td>133</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(95,502)</td>
<td>(95,502)</td>
<td>-</td>
<td>(95,502)</td>
<td>(95,502)</td>
</tr>
<tr>
<td>At fair value 30 June 2018</td>
<td>1,104,943</td>
<td>257,515</td>
<td>3,983</td>
<td>1,366,441</td>
<td>282,863</td>
<td>282,863</td>
<td>22,071</td>
<td>1,671,376</td>
</tr>
<tr>
<td>Accumulated depreciation at 30 June 2018</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(99,369)</td>
<td>(99,369)</td>
<td>-</td>
<td>(99,369)</td>
<td>(99,369)</td>
</tr>
<tr>
<td></td>
<td>1,104,943</td>
<td>257,515</td>
<td>3,983</td>
<td>1,366,441</td>
<td>183,494</td>
<td>183,494</td>
<td>22,071</td>
<td>1,572,006</td>
</tr>
</tbody>
</table>

Page 27
### Notes to the Financial Report

For the Year Ended 30 June 2018

5.2 Property, infrastructure, plant and equipment (cont.)

**b) Plant and Equipment**

<table>
<thead>
<tr>
<th></th>
<th>Motor Vehicles</th>
<th>Plant and equipment</th>
<th>Furniture and fittings</th>
<th>Computer equipment</th>
<th>Library books</th>
<th>Artwork</th>
<th>Plant and equipment</th>
<th>Work In Progress</th>
<th>Total plant and equipment</th>
</tr>
</thead>
<tbody>
<tr>
<td>At fair value 1 July 2017</td>
<td>15,717</td>
<td>4,548</td>
<td>2,156</td>
<td>19,965</td>
<td>15,388</td>
<td>809</td>
<td>58,583</td>
<td>1,117</td>
<td>59,699</td>
</tr>
<tr>
<td>Accumulated depreciation at 1 July 2017</td>
<td>(10,944)</td>
<td>(3,350)</td>
<td>(1,730)</td>
<td>(18,482)</td>
<td>(10,723)</td>
<td>-</td>
<td>(45,229)</td>
<td>-</td>
<td>(45,229)</td>
</tr>
<tr>
<td></td>
<td>4,773</td>
<td>1,198</td>
<td>426</td>
<td>1,483</td>
<td>4,665</td>
<td>809</td>
<td>13,354</td>
<td>1,117</td>
<td>14,471</td>
</tr>
</tbody>
</table>

**Movements in fair value**

<table>
<thead>
<tr>
<th>Description</th>
<th>Motor Vehicles</th>
<th>Plant and equipment</th>
<th>Furniture and fittings</th>
<th>Computer equipment</th>
<th>Library books</th>
<th>Artwork</th>
<th>Plant and equipment</th>
<th>Work In Progress</th>
<th>Total plant and equipment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition of assets at fair value</td>
<td>1,889</td>
<td>331</td>
<td>227</td>
<td>1,184</td>
<td>1,033</td>
<td>15</td>
<td>4,680</td>
<td>3,685</td>
<td>8,364</td>
</tr>
<tr>
<td>Fair value of assets disposed</td>
<td>(1,084)</td>
<td>(201)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(1,285)</td>
<td>-</td>
<td>(1,285)</td>
</tr>
<tr>
<td>Transfers</td>
<td>155</td>
<td>(155)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(4,680)</td>
<td>(4,680)</td>
</tr>
<tr>
<td></td>
<td>960</td>
<td>(25)</td>
<td>227</td>
<td>1,184</td>
<td>1,033</td>
<td>15</td>
<td>3,395</td>
<td>(995)</td>
<td>2,399</td>
</tr>
</tbody>
</table>

**Movements in accumulated depreciation**

<table>
<thead>
<tr>
<th>Description</th>
<th>Motor Vehicles</th>
<th>Plant and equipment</th>
<th>Furniture and fittings</th>
<th>Computer equipment</th>
<th>Library books</th>
<th>Artwork</th>
<th>Plant and equipment</th>
<th>Work In Progress</th>
<th>Total plant and equipment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depreciation and amortisation</td>
<td>(1,440)</td>
<td>(258)</td>
<td>(75)</td>
<td>(824)</td>
<td>(906)</td>
<td>-</td>
<td>(3,502)</td>
<td>-</td>
<td>(3,502)</td>
</tr>
<tr>
<td>Accumulated depreciation of disposals</td>
<td>1,016</td>
<td>167</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,183</td>
<td>-</td>
<td>1,183</td>
<td>1,183</td>
</tr>
<tr>
<td>Transfers</td>
<td>(119)</td>
<td>119</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>(543)</td>
<td>29</td>
<td>(75)</td>
<td>(824)</td>
<td>(906)</td>
<td>-</td>
<td>(2,319)</td>
<td>-</td>
<td>(2,319)</td>
</tr>
</tbody>
</table>

| At fair value 30 June 2018             | 16,677         | 4,523               | 2,384                  | 21,149             | 16,421       | 824     | 61,977             | 121                  | 62,099                   |
| Accumulated depreciation at 30 June 2018 | (11,487) | (3,322) | (1,806) | (19,305) | (11,629) | - | (47,548) | - | (47,548) |
|                                     | 5,190          | 1,201               | 578                    | 1,844              | 4,792        | 824     | 14,429             | 121                  | 14,551                   |
### Notes to the Financial Report
For the Year Ended 30 June 2018

#### 5.2 Property, infrastructure, plant and equipment (cont.)

<table>
<thead>
<tr>
<th>c) Infrastructure</th>
<th>Road Surface</th>
<th>Road pavement</th>
<th>Drainage</th>
<th>Footpaths</th>
<th>Kerb and channel</th>
<th>Bridges/retaining walls</th>
<th>Other Infrastructure</th>
<th>Work in Progress</th>
<th>Total Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>At fair value 1 July 2017</td>
<td>77,919</td>
<td>285,270</td>
<td>149,267</td>
<td>103,670</td>
<td>86,632</td>
<td>23,635</td>
<td>115,396</td>
<td>3,566</td>
<td>845,358</td>
</tr>
<tr>
<td>Accumulated depreciation at 1 July 2017</td>
<td>(18,281)</td>
<td>(133,192)</td>
<td>(55,389)</td>
<td>(54,012)</td>
<td>(45,133)</td>
<td>(6,775)</td>
<td>(48,740)</td>
<td>-</td>
<td>(361,522)</td>
</tr>
<tr>
<td></td>
<td>59,638</td>
<td>152,078</td>
<td>93,878</td>
<td>49,658</td>
<td>41,499</td>
<td>16,860</td>
<td>66,658</td>
<td>3,566</td>
<td>483,835</td>
</tr>
</tbody>
</table>

### Movements in fair value

<table>
<thead>
<tr>
<th>Description</th>
<th>Road Surface</th>
<th>Road pavement</th>
<th>Drainage</th>
<th>Footpaths</th>
<th>Kerb and channel</th>
<th>Bridges/retaining walls</th>
<th>Other Infrastructure</th>
<th>Work in Progress</th>
<th>Total Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition of assets at fair value</td>
<td>2,014</td>
<td>2,209</td>
<td>2,867</td>
<td>3,742</td>
<td>1,308</td>
<td>205</td>
<td>6,245</td>
<td>19,195</td>
<td>37,785</td>
</tr>
<tr>
<td>Contributed Assets</td>
<td>55</td>
<td>259</td>
<td>641</td>
<td>105</td>
<td>52</td>
<td>12</td>
<td></td>
<td></td>
<td>1,124</td>
</tr>
<tr>
<td>Recognition of found assets</td>
<td>-</td>
<td>48</td>
<td>927</td>
<td>79</td>
<td>15</td>
<td>-</td>
<td>144</td>
<td>-</td>
<td>1,213</td>
</tr>
<tr>
<td>Derecognition of assets</td>
<td>(7)</td>
<td>(75)</td>
<td>(304)</td>
<td>(135)</td>
<td>(2)</td>
<td>(17)</td>
<td>(224)</td>
<td>-</td>
<td>(764)</td>
</tr>
<tr>
<td>Fair value of assets disposed</td>
<td>(1,921)</td>
<td>(1,062)</td>
<td>(286)</td>
<td>(1,227)</td>
<td>(842)</td>
<td>(74)</td>
<td>(5,402)</td>
<td>-</td>
<td>(10,814)</td>
</tr>
<tr>
<td>Impairment losses recognised in operating result</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(63)</td>
<td></td>
<td>(63)</td>
</tr>
<tr>
<td>Transfers</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(18,590)</td>
<td>(18,590)</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>142</td>
<td>1,379</td>
<td>3,845</td>
<td>2,564</td>
<td>530</td>
<td>114</td>
<td>775</td>
<td>543</td>
<td>9,892</td>
</tr>
</tbody>
</table>

### Movements in accumulated depreciation

<table>
<thead>
<tr>
<th>Description</th>
<th>Road Surface</th>
<th>Road pavement</th>
<th>Drainage</th>
<th>Footpaths</th>
<th>Kerb and channel</th>
<th>Bridges/retaining walls</th>
<th>Other Infrastructure</th>
<th>Work in Progress</th>
<th>Total Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depreciation and amortisation</td>
<td>(2,369)</td>
<td>(2,771)</td>
<td>(1,552)</td>
<td>(2,903)</td>
<td>(1,321)</td>
<td>(386)</td>
<td>(5,129)</td>
<td>-</td>
<td>(16,429)</td>
</tr>
<tr>
<td>Recognition of found assets</td>
<td>-</td>
<td>(29)</td>
<td>(413)</td>
<td>(27)</td>
<td>(0)</td>
<td>-</td>
<td>(51)</td>
<td>-</td>
<td>(520)</td>
</tr>
<tr>
<td>Derecognition of assets</td>
<td>0</td>
<td>47</td>
<td>123</td>
<td>52</td>
<td>1</td>
<td>1</td>
<td>104</td>
<td>-</td>
<td>328</td>
</tr>
<tr>
<td>Accumulated depreciation of disposals</td>
<td>520</td>
<td>790</td>
<td>125</td>
<td>798</td>
<td>620</td>
<td>35</td>
<td>1,679</td>
<td>-</td>
<td>4,568</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>(1,848)</td>
<td>(1,964)</td>
<td>(1,717)</td>
<td>(2,080)</td>
<td>(699)</td>
<td>(350)</td>
<td>(3,396)</td>
<td>-</td>
<td>(12,053)</td>
</tr>
</tbody>
</table>

At fair value 30 June 2018

<table>
<thead>
<tr>
<th>Description</th>
<th>Road Surface</th>
<th>Road pavement</th>
<th>Drainage</th>
<th>Footpaths</th>
<th>Kerb and channel</th>
<th>Bridges/retaining walls</th>
<th>Other Infrastructure</th>
<th>Work in Progress</th>
<th>Total Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td>At fair value 30 June 2018</td>
<td>78,061</td>
<td>286,649</td>
<td>153,112</td>
<td>106,234</td>
<td>87,162</td>
<td>23,750</td>
<td>116,173</td>
<td>4,109</td>
<td>855,249</td>
</tr>
<tr>
<td>Accumulated depreciation at 30 June 2018</td>
<td>(20,129)</td>
<td>(135,156)</td>
<td>(57,106)</td>
<td>(56,092)</td>
<td>(45,832)</td>
<td>(7,125)</td>
<td>(52,136)</td>
<td>-</td>
<td>(373,575)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>57,932</td>
<td>151,493</td>
<td>96,007</td>
<td>50,142</td>
<td>41,330</td>
<td>16,624</td>
<td>64,037</td>
<td>4,109</td>
<td>481,674</td>
</tr>
</tbody>
</table>
5.2 Property, infrastructure, plant and equipment (cont.)

Acquisition
The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm’s length transaction.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council’s policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Land under roads
Land under roads acquired after 30 June 2008 is brought to account using the fair value basis. Council does not recognise land under roads that it controlled prior to that period in its financial report.

Depreciation and amortisation
Buildings, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually.

Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life. Artworks are not depreciated.

Straight line depreciation is charged based on the residual useful life as determined each year. Depreciation periods used are listed at note 5.2 and are consistent with the prior year unless otherwise stated.

Repairs and maintenance
Routine maintenance, repair costs and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated.

The carrying value of the replaced asset is expensed.

Valuation of land and buildings
Valuation of land (excluding land under roads) were undertaken by Mr. Stephen Davy AAPM, a certified practicing valuer of Opteon Property Group, as at 30 June 2018. The valuation of land is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. All freehold land reserved for public open space is valued at a discounted rate to market value based on legal precedents. The discounted rate varies based on zoning, access and shape of the site. The valuation of buildings were undertaken by Daniel Atherton, a certified practicing valuer of APV Valuers. The valuation of buildings is at fair value based on current replacement cost less accumulated depreciation at the date of valuation, being 30 June 2018.

Valuation of land under roads
Land under roads is valued at fair value. Fair value is based on Council valuations for land under roads in existence at the date acquired for subsequent acquisitions using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. Council in its policy on land under roads has elected not to bring to account the value of Land Under Roads in existence prior to 30 June 2008.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

Details of the Council’s land and buildings and information about the fair value hierarchy as at 30 June 2018 are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
<th>Date of Valuation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000</td>
<td>$000</td>
<td>$000</td>
<td></td>
</tr>
<tr>
<td>Land - Non Specialised</td>
<td>-</td>
<td>257,515</td>
<td>-</td>
<td>June 2018</td>
</tr>
<tr>
<td>Land - Specialised</td>
<td>-</td>
<td>-</td>
<td>1,104,943</td>
<td>June 2018</td>
</tr>
<tr>
<td>Land under roads</td>
<td>-</td>
<td>-</td>
<td>3,983</td>
<td>N/A</td>
</tr>
<tr>
<td>Buildings</td>
<td>-</td>
<td>-</td>
<td>183,494</td>
<td>June 2018</td>
</tr>
<tr>
<td>Total</td>
<td>-</td>
<td>257,515</td>
<td>1,292,420</td>
<td></td>
</tr>
</tbody>
</table>

No transfers between levels occurred during the year.
5.2 Property, infrastructure, plant and equipment (cont.)

Valuation of Infrastructure

Fair value assessments have been performed at 30 June 2018 for Infrastructure. This assessment demonstrated that fair value was materially similar to carrying value, and therefore a full revaluation was not required this year. The next scheduled full revaluation for this purpose will be conducted in 2018/19.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council’s infrastructure assets and information about the fair value hierarchy as at 30 June 2017 are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
<th>Date of Valuation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roads</td>
<td>-</td>
<td>-</td>
<td>209,425</td>
<td>June 2016</td>
</tr>
<tr>
<td>Bridges</td>
<td>-</td>
<td>-</td>
<td>16,624</td>
<td>June 2016</td>
</tr>
<tr>
<td>Drains</td>
<td>-</td>
<td>-</td>
<td>96,007</td>
<td>June 2016</td>
</tr>
<tr>
<td>Footpaths</td>
<td>-</td>
<td>-</td>
<td>50,142</td>
<td>June 2016</td>
</tr>
<tr>
<td>Kerb &amp; Channel</td>
<td>-</td>
<td>-</td>
<td>41,330</td>
<td>June 2016</td>
</tr>
<tr>
<td>Other Structures</td>
<td>-</td>
<td>-</td>
<td>64,037</td>
<td>June 2016</td>
</tr>
<tr>
<td>Total</td>
<td>-</td>
<td>-</td>
<td>477,555</td>
<td></td>
</tr>
</tbody>
</table>

No transfers between levels occurred during the year.

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads

The market based direct comparison method is used for specialised land although is adjusted to reflect the specialised nature of the assets being valued. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5 per cent and 95 per cent. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between $69 and $4,271 per square metre.

Specialised buildings

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis and ranges from $15 to $30,000 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 1 year to 99 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 4 years to 99 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure assets are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

Infrastructure assets

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 4 years to 99 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure assets are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

Reconciliation of specialised land

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land under roads</td>
<td>3,983</td>
<td>3,842</td>
</tr>
<tr>
<td>Parks and reserves</td>
<td>1,104,943</td>
<td>968,014</td>
</tr>
<tr>
<td>Total specialised land</td>
<td>1,108,926</td>
<td>971,856</td>
</tr>
</tbody>
</table>

Page 31
Notes to the Financial Report  
For the Year Ended 30 June 2018  

5.3 Investments in associates, joint arrangements and subsidiaries

<table>
<thead>
<tr>
<th>Unlisted Shares</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shares in MAPS Group Ltd</td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

Unlisted shares in the MAPS Group Limited are valued at cost. Dividends are recognised when they accrue.

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at beginning of financial year</td>
<td>25,975</td>
</tr>
<tr>
<td>Acquisitions</td>
<td>-</td>
</tr>
<tr>
<td>Fair value adjustments</td>
<td>6,677</td>
</tr>
<tr>
<td>Balance at end of financial year</td>
<td>32,652</td>
</tr>
</tbody>
</table>

Investment property, comprising freehold office complexes, is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the Comprehensive Income Statement in the period that they arise. Rental income from the leasing of investment properties is recognised in the Comprehensive Income Statement on a straight line basis over the lease term.

Valuation of investment property

Independent valuations of investment properties were performed at 30 June 2018 by Mr. Stephen Davy AAPI a certified practicing valuer of Opteon Property Group, who has recent experience in the location and category of the property being valued. The valuation is at fair value, based on the current market value for the property.
Note 6 People and relationships

6.1 Council and key management remuneration

a) Related Parties

Parent entity

Moreland City Council is the parent entity.

Subsidiaries and Associates

Interests in subsidiaries and associates are detailed in Note 5.3.

b) Key Management Personnel

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

Councillors

Councillor John Kavanagh (Mayor from 30/10/17 to current)  Councillor Oscar Yildiz
Councillor Helen Davidson (Mayor from 1/7/17 to 29/10/17)  Councillor Lambros Tapinos
Councillor Samantha Raham (Deputy Mayor from 1/7/17 to 11/10/17; Resigned effective 12/10/17)
Councillor Natalie Abboud (Deputy Mayor from 30/10/17 to current)  Councillor Sue Bolton
Councillor Dale Martin  Councillor Ali Infanli
Councillor Annalivia Carli Hannan  Councillor Mark Riley
Councillor Jess Dorney (sworn in 6/12/17)

Chief Executive Officer and other Key Management Personnel

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>No.</td>
<td>No.</td>
</tr>
</tbody>
</table>

Total Number of Councillors  12  16
Chief Executive Officer and other Key Management Personnel  9  11

c) Remuneration of Key Management Personnel

Total remuneration of key management personnel was as follows:

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>$'000</td>
<td>$'000</td>
</tr>
</tbody>
</table>

Short-term benefits  2,174  2,754
Long-term benefits  36  48
Post employment benefits  194  245
Termination benefits - -
Total  2,403  3,047

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>No.</td>
<td>No.</td>
</tr>
</tbody>
</table>

$10,000 - $19,999  2  10
$20,000 - $29,999  1  -
$30,000 - $39,999  8  4
$40,000 - $49,999  1  -
$50,000 - $59,999  1  1
$70,000 - $79,999  1  1
$130,000 - $139,999 -  1
$190,000 - $199,999  1  2
$200,000 - $299,999 -  2
$210,000 - $219,999  1  -
$220,000 - $229,999 -  1
$250,000 - $259,999 -  1
$260,000 - $269,999  1  1
$280,000 - $289,999  3  2
$370,000 - $379,999 -  1
$380,000 - $389,999  1  -

21  27

The total remuneration amounts disclosed within Note 6.1 and Note 6.2 includes annual and long service leave on costs.
6.1 Council and key management remuneration (cont)

d) Senior Officers Remuneration

A Senior Officer is an officer, other than Key Management Personnel, who:

a) has management responsibilities and reports directly to the Chief Executive; or

b) whose total annual remuneration exceeds $145,000

The number of Senior Officers are shown below in their relevant income bands:

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$145,000 - $149,999</td>
<td>4</td>
<td>9</td>
</tr>
<tr>
<td>$150,000 - $159,999</td>
<td>8</td>
<td>3</td>
</tr>
<tr>
<td>$160,000 - $169,999</td>
<td>5</td>
<td>4</td>
</tr>
<tr>
<td>$170,000 - $179,999</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>$180,000 - $189,999</td>
<td>-</td>
<td>2</td>
</tr>
<tr>
<td>$190,000 - $199,999</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>$200,000 - $209,999</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>$230,000 - $239,999</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>29</td>
<td>22</td>
</tr>
</tbody>
</table>

Total Remuneration for the reporting year for Senior Officers included above, amounted to:

2018 $4,923,958  2017 $3,385,377

6.2 Related party disclosure

a) Transactions with related parties

During the period Council entered into the following transactions with related parties.

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

b) Outstanding balances with related parties

No balances are outstanding at the end of the reporting period in relation to transactions with related parties.

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

c) Loans to/from related parties

Council does not make loans or receive loans from related parties. No guarantees have been provided.

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

d) Commitments to/from related parties

The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows:

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
Notes to the Financial Report
For the Year Ended 30 June 2018

Note 7 Managing uncertainties

7.1 Contingent assets and liabilities
   a) Contingent assets
      As at 30 June 2018 there were no Contingent Assets identified by Council. (2017 Nil)

   b) Contingent liabilities
      Council has obligations under a defined benefit superannuation scheme that may result in the need to make
      additional contributions to the scheme to ensure that the liabilities of the fund are covered by the assets of the
      fund, matters relating to this potential obligation are outlined below. As a result of the increased volatility in
      financial markets the likelihood of making such contributions in future periods has increased. At this point in time
      it is not known if additional contributions will be required, their timing or potential amount.

      The Council is presently involved in several confidential legal matters, which are being conducted through
      Council's solicitors. As these matters are yet to be finalised, and the financial outcomes are unable to be reliably
      estimated, no allowance for these contingencies has been made in the financial report.

      Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of
      a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented
      inclusive of GST receivable or payable respectively.
7.2 Change in accounting standards

The following new AAS’s have been issued that are not mandatory for the 30 June 2018 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

Financial Instruments - Disclosures (AASB 7) (applies 2018/19)
This Standard requires entities to provide disclosures in their financial statements that enable users to evaluate: (a) the significance of financial instruments for the entity’s financial position and performance; and (b) the nature and extent of risks arising from financial instruments to which the entity is exposed.

Financial Instruments (AASB 9) (applies 2018/19)
The key changes include the simplified requirements for the classification and measurement of financial assets, a new hedging accounting model and a revised impairment loss model to recognise impairment losses earlier, as opposed to the current approach that recognises impairment only when incurred.

Revenue from contracts with customers (AASB 15) (applies 2019/20)
The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential to impact on the recognition of certain grant income.

Amendments to Australian Accounting Standards – Deferral of AASB 15 for Not-for-Profit Entities (AASB 2016-7) (applies 2019/20)
This Standard defers the mandatory effective date of AASB 15 for not-for-profit entities from 1 January 2018 to 1 January 2019.

Leases (AASB 16) (applies 2019/20)
The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a ‘right-of-use’ asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the ‘right-of-use’ asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

Income of Not-for-Profit Entities (AASB 1058 ) (applies 2019/20)
This standard replaces AASB 1004 Contributions and establishes revenue recognition principles for transactions where the consideration to acquire an asset is significantly less than fair value to enable to not-for-profit entity to further its objectives.
7.3 Financial Instruments

(a) Objectives and policies
The Council’s principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk
Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council’s exposures to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk
Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Our interest rate liability risk arises primarily from long-term loans and borrowings at fixed rates which exposes us to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rate.

Our loan borrowings are sourced from major Australian banks by a tender process or the issuing of bonds by the Local Government Funding Vehicle. Overdrafts are arranged with major Australian banks. We manage interest rate risk on our net debt portfolio by:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council’s exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council’s year end result.

(c) Credit Risk
Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. We have exposure to credit risk on some financial assets included in our balance sheet. To help manage this risk:

- we have a policy for establishing credit limits for the entities we deal with;
- we may require collateral where appropriate; and
- we only invest surplus funds with financial institutions which have a recognised credit rating specified in our investment policy.
7.3 Financial Instruments (cont)

(c) Credit Risk (cont)
RecievableS consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

We may also be subject to credit risk for transactions which are not included in the balance sheet, such as when we provide a guarantee for another party. Details of our contingent liabilities are disclosed in note 7.1(b).

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of our operational liquidity requirements or we will not have sufficient funds to settle a transaction when required, we will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks we:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 7.1(c), and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 4.4..

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of +1% and -1% in market interest rates (AUD) from year-end rates of 2.70%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.
7.4 Fair value measurement

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy. Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities
Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and
Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 5.2, Property, infrastructure, plant and equipment.
7.4 Fair value measurement (cont)

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from two to three years. The valuation is performed either by experienced Council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense, in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset, in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset’s fair value less costs to sell and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the Comprehensive Income Statement, unless the asset is carried at the revalued amount, in which case the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

7.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.
### Note 8 Other matters

#### 8.1 Reserves

<table>
<thead>
<tr>
<th></th>
<th>Balance at beginning of reporting period</th>
<th>Increment (decrement)</th>
<th>Balance at end of reporting period</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(a) Asset revaluation reserves</strong></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>2018</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>950,215</td>
<td>135,833</td>
<td>1,086,048</td>
</tr>
<tr>
<td>Buildings</td>
<td>68,307</td>
<td>10,537</td>
<td>78,844</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,018,522</strong></td>
<td><strong>146,370</strong></td>
<td><strong>1,164,892</strong></td>
</tr>
<tr>
<td>Infrastructure</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Road surface</td>
<td>62,783</td>
<td>-</td>
<td>62,783</td>
</tr>
<tr>
<td>Road pavement</td>
<td>96,429</td>
<td>-</td>
<td>96,429</td>
</tr>
<tr>
<td>Bridges</td>
<td>12,224</td>
<td>-</td>
<td>12,224</td>
</tr>
<tr>
<td>Footpaths</td>
<td>30,470</td>
<td>-</td>
<td>30,470</td>
</tr>
<tr>
<td>Drainage</td>
<td>53,771</td>
<td>-</td>
<td>53,771</td>
</tr>
<tr>
<td>Kerb and channel</td>
<td>27,746</td>
<td>-</td>
<td>27,746</td>
</tr>
<tr>
<td>Other structures</td>
<td>52,274</td>
<td>-</td>
<td>52,274</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>335,697</strong></td>
<td>-</td>
<td><strong>335,697</strong></td>
</tr>
<tr>
<td>2017</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>950,215</td>
<td>-</td>
<td>950,215</td>
</tr>
<tr>
<td>Buildings</td>
<td>68,307</td>
<td>-</td>
<td>68,307</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,018,522</strong></td>
<td>-</td>
<td><strong>1,018,522</strong></td>
</tr>
</tbody>
</table>

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.
### 8.1 Reserves (cont.)

<table>
<thead>
<tr>
<th>Balance at beginning of reporting period</th>
<th>Transfer from accumulated surplus</th>
<th>Transfer to accumulated surplus</th>
<th>Balance at end of reporting period</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(b) Other reserves</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public resort and recreation land fund (Restricted)</td>
<td>36,482</td>
<td>14,469</td>
<td>(1,217)</td>
</tr>
<tr>
<td>Housing strategy</td>
<td>770</td>
<td>50</td>
<td>-</td>
</tr>
<tr>
<td>Moonee ponds creek development</td>
<td>77</td>
<td>-</td>
<td>(18)</td>
</tr>
<tr>
<td>Leisure centre development reserve</td>
<td>3,656</td>
<td>748</td>
<td>(415)</td>
</tr>
<tr>
<td>Moreland Defined Benefit Reserve</td>
<td>3,811</td>
<td>2,166</td>
<td>-</td>
</tr>
<tr>
<td>Significant Projects Reserve</td>
<td>-</td>
<td>2,291</td>
<td>(964)</td>
</tr>
<tr>
<td>Bridge works Reserve</td>
<td>-</td>
<td>1,400</td>
<td>-</td>
</tr>
<tr>
<td>Merynston Progress Hall</td>
<td>400</td>
<td>-</td>
<td>(400)</td>
</tr>
<tr>
<td>Oak Park SAC Redevelopment</td>
<td>11,467</td>
<td>9,256</td>
<td>(18,254)</td>
</tr>
<tr>
<td>Wheatshead Rd Precinct</td>
<td>415</td>
<td>410</td>
<td>(123)</td>
</tr>
<tr>
<td>Saxon St Precinct</td>
<td>348</td>
<td>410</td>
<td>(115)</td>
</tr>
<tr>
<td>PVCC on Rodgers Reserve</td>
<td>1,285</td>
<td>-</td>
<td>(1,770)</td>
</tr>
<tr>
<td>Local Government Funding Vehicle reserve</td>
<td>682</td>
<td>1,405</td>
<td>-</td>
</tr>
<tr>
<td>Developer Contribution Plan Reserve (Restricted)</td>
<td>10</td>
<td>2,067</td>
<td>(660)</td>
</tr>
<tr>
<td><strong>Total Other reserves</strong></td>
<td>58,763</td>
<td>34,702</td>
<td>(24,235)</td>
</tr>
<tr>
<td><strong>2017</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public resort and recreation land fund (Restricted)</td>
<td>24,660</td>
<td>12,352</td>
<td>(730)</td>
</tr>
<tr>
<td>Housing strategy</td>
<td>720</td>
<td>50</td>
<td>-</td>
</tr>
<tr>
<td>Moonee ponds creek development</td>
<td>127</td>
<td>-</td>
<td>(50)</td>
</tr>
<tr>
<td>Leisure centre development reserve</td>
<td>2,787</td>
<td>407</td>
<td>(138)</td>
</tr>
<tr>
<td>Moreland Defined Benefit Reserve</td>
<td>-</td>
<td>3,811</td>
<td>-</td>
</tr>
<tr>
<td>Landfill Reserve</td>
<td>411</td>
<td>-</td>
<td>(411)</td>
</tr>
<tr>
<td>Merynston Progress Hall</td>
<td>-</td>
<td>400</td>
<td>-</td>
</tr>
<tr>
<td>Oak Park SAC Redevelopment</td>
<td>9,609</td>
<td>4,223</td>
<td>(2,365)</td>
</tr>
<tr>
<td>Wheatshead Rd Precinct</td>
<td>500</td>
<td>-</td>
<td>(85)</td>
</tr>
<tr>
<td>Saxon St Precinct</td>
<td>500</td>
<td>-</td>
<td>(152)</td>
</tr>
<tr>
<td>PVCC on Rodgers Reserve</td>
<td>-</td>
<td>3,218</td>
<td>(1,953)</td>
</tr>
<tr>
<td>Local Government Funding Vehicle reserve</td>
<td>-</td>
<td>682</td>
<td>-</td>
</tr>
<tr>
<td>Developer Contribution Plan Reserve (Restricted)</td>
<td>(441)</td>
<td>2,032</td>
<td>(1,601)</td>
</tr>
<tr>
<td><strong>Total Other reserves</strong></td>
<td>39,073</td>
<td>27,176</td>
<td>(7,485)</td>
</tr>
</tbody>
</table>

The Public Resort and Recreation Land Fund accumulates developers contributions paid to Council and is used to provide or improve recreation land and facilities.

The Housing Strategy provides funds for the purchase of community housing projects along with other housing initiatives.

The Moonee Ponds Creek Development provides funds for the revitalisation of the Moonee Ponds Creek required because of freeway and CityLink works.

Moreland Defined Benefit Reserve provides funds for payments requested by Vision Super to meet our superannuation obligations under the defined benefit scheme.

Bridges works Reserve funds works to construct or repair major bridges within Moreland City Council.

The Oak Park SAC Redevelopment Reserve accumulates funds set aside to be used in the complete redevelopment of the Oak Park facility.

The Leisure Centre Development Reserve accumulates funds from the savings derived from the outsourcing of the leisure centre facilities. These funds are and will continue to be used to maintain and upgrade these facilities.

The Wheatshead Road Precinct Reserve accumulates funds to be used in the development of the former primary school in Wheatshead Road.

The Saxon Street precinct reserves accumulates funds to be used to redevelop the former school site located at Saxon Street in Brunswick.

The PVCC on Rodgers Reserve accumulates funds to be used to build the Pascoe Vale Community Centre at Rodgers reserve.

The Local Government Funding Vehicle reserve accumulates funds to be used to reduce the LGFV bonds held by Council.

The Developers Contribution Plan Reserve (DCP) accumulates developers funded paid to Council in respect of developments within particular Plan areas and is used to contribute towards payment of a ten year Capitols works program with each of the twelve DCP areas.
## Notes to the Financial Report
### For the Year Ended 30 June 2018

### 8.2 Reconciliation of cash flows from operating activities to surplus

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surplus for the year</td>
<td>63,395</td>
<td>37,818</td>
</tr>
<tr>
<td>Depreciation</td>
<td>24,139</td>
<td>23,476</td>
</tr>
<tr>
<td>Profit/loss on disposal of property, infrastructure, plant and equipment</td>
<td>7,347</td>
<td>3,345</td>
</tr>
<tr>
<td>Fair value adjustments for investment property</td>
<td>(6,677)</td>
<td>2,807</td>
</tr>
<tr>
<td>Contributions - Non-monetary assets</td>
<td>(25,360)</td>
<td>(1,434)</td>
</tr>
<tr>
<td>Other</td>
<td>-</td>
<td>2,362</td>
</tr>
<tr>
<td>Finance costs</td>
<td>2,188</td>
<td>2,018</td>
</tr>
<tr>
<td>Change in assets and liabilities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Increase)/decrease in trade and other receivables</td>
<td>2,270</td>
<td>(1,865)</td>
</tr>
<tr>
<td>(Increase) / decrease in prepayments</td>
<td>191</td>
<td>(2,891)</td>
</tr>
<tr>
<td>(Increase)/decrease in accrued income</td>
<td>(228)</td>
<td>(106)</td>
</tr>
<tr>
<td>Increase/(decrease) in trade and other payables</td>
<td>(7,826)</td>
<td>4,360</td>
</tr>
<tr>
<td>(Increase)/decrease in inventories</td>
<td>(63)</td>
<td>(33)</td>
</tr>
<tr>
<td>(Decrease) increase in trust funds</td>
<td>419</td>
<td>1,427</td>
</tr>
<tr>
<td>(Decrease) increase in provisions</td>
<td>1,150</td>
<td>572</td>
</tr>
<tr>
<td>Net cash provided by operating activities</td>
<td>60,944</td>
<td>71,856</td>
</tr>
</tbody>
</table>

### 8.3 Superannuation

Moreland City Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). The Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are due.

#### Accumulation

The Fund’s accumulation category, Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (9.5 per cent required under Superannuation Guarantee Legislation, (2016/17, 9.5 per cent)).

#### Defined Benefit Plan

Moreland City Council does not use defined benefit accounting for its defined benefit obligations under the Fund’s Defined Benefit category. This is because the Fund’s Defined Benefit category is a multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Moreland City Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

#### Funding arrangements

Council makes employer contributions to the defined benefit category of the Fund at rates determined by the Trustee on the advice of the Fund’s Actuary.

The Fund’s latest actuarial investigation was held as at 30 June 2016 and it was determined that the vested benefit index (VBI) of the defined benefit category of which Council is a contributing employer was 102.0%. To determine the VBI, the fund Actuary used the following long-term assumptions:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Investment Return</td>
<td>7.0% p.a.</td>
</tr>
<tr>
<td>Salary Inflation</td>
<td>4.25% p.a.</td>
</tr>
<tr>
<td>Price Inflation (CPI)</td>
<td>2.5% p.a.</td>
</tr>
</tbody>
</table>

Vision Super has advised that the estimated VBI at 30 June 2018 was 106%

The VBI is to be used as the primary funding indicator. Because the VBI was above 100 per cent, the actuarial investigation determined the defined benefit category was in a satisfactory financial position and that no change was necessary to the defined benefit category’s funding arrangements from prior years.

#### Employer contributions

Regular contributions

On the basis of the results of the most recent full actuarial investigation conducted by the Fund’s Actuary as at 30 June 2016, Council makes employer contributions to the Fund’s Defined Benefit category at rates determined by the Fund’s Trustee. For the year ended 30 June 2018, this rate was 9.5 per cent of members’ salaries. (2016/17, 9.5 per cent) This rate will increase in line with any increase to the Superannuation Guarantee (SG) contribution rate. In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.
8.3 Superannuation (cont)

Funding calls

If the defined benefit category is in an unsatisfactory financial position at actuarial investigation or the defined benefit category’s VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the defined benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97 per cent.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund’s participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund’s defined benefit category, together with the employer’s payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer’s successor.

The 2017 triennial actuarial investigation surplus amounts

The Fund’s triennial actuarial investigation as at 30 June 2017 identified the following in the defined benefit category of which Council is a contributing employer:
- A VBI surplus of $89.8 million; and
- A total service liability surplus of $228.8 million.

The VBI surplus means that the market value of the Fund’s assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2017.

The total service liability surplus means that the current value of the assets in the Fund’s defined benefit category plus expected future contributions exceeds the value of expected future benefits and expenses.

Council was notified of the 30 June 2017 VBI during August 2017.

2018 interim actuarial investigation

An interim actuarial investigation will be conducted for the Fund’s position as at 30 June 2018. It is anticipated that this actuarial investigation will be completed in December 2018.
## PERFORMANCE STATEMENT

### Moreland City Council 2017-18

#### Sustainable Capacity Indicators

<table>
<thead>
<tr>
<th>Service/indicator/measure</th>
<th>Results 2015</th>
<th>Results 2016</th>
<th>Results 2017</th>
<th>Results 2018</th>
<th>Material Variations and Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Population</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenses per head of municipal population</td>
<td>$915.47</td>
<td>$1,022.52</td>
<td>$946.90</td>
<td>$1,000.12</td>
<td></td>
</tr>
<tr>
<td>[Total expenses / Municipal population]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Infrastructure per head of municipal population</td>
<td>$3,908.84</td>
<td>$4,003.27</td>
<td>$3,931.99</td>
<td>$3,974.14</td>
<td></td>
</tr>
<tr>
<td>[Value of infrastructure / Municipal population]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Population density per length of road</td>
<td>255.49</td>
<td>265.98</td>
<td>271.68</td>
<td>281.19</td>
<td></td>
</tr>
<tr>
<td>[Municipal population / Kilometres of local roads]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Own-source revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Own-source revenue per head of municipal population</td>
<td>$904.42</td>
<td>$927.73</td>
<td>$934.38</td>
<td>$989.11</td>
<td></td>
</tr>
<tr>
<td>[Own-source revenue / Municipal population]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Recurrent grants</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recurrent grants per head of municipal population</td>
<td>$121.53</td>
<td>$88.94</td>
<td>$127.38</td>
<td>$119.76</td>
<td></td>
</tr>
<tr>
<td>[Recurrent grants / Municipal population]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Disadvantage</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Relative Socio-Economic Disadvantage

[Index of Relative Socio-Economic Disadvantage by decile]

<table>
<thead>
<tr>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.00</td>
<td>6.00</td>
<td>6.00</td>
<td>7.00</td>
</tr>
</tbody>
</table>

### Service Performance Indicators

<table>
<thead>
<tr>
<th>Service/Indicator/Measure</th>
<th>Results</th>
<th>Results</th>
<th>Results</th>
<th>Results</th>
<th>Material Variations and Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aquatic Facilities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Utilisation</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Utilisation of aquatic facilities</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[Number of visits to aquatic facilities / Municipal population]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.39</td>
<td>5.49</td>
<td>5.51</td>
<td>5.30</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Animal Management</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Health and safety</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Animal management prosecutions</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[Number of successful animal management prosecutions]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.00</td>
<td>3.00</td>
<td>2.00</td>
<td>3.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Food Safety</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Health and safety</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Critical and major non-compliance outcome notifications</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>87.00%</td>
<td>100.00%</td>
<td>98.70%</td>
<td>97.60%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Performance Indicators</td>
<td>Governance</td>
<td>Home and Community Care (HACC)</td>
<td>Participation</td>
<td>Libraries</td>
<td></td>
</tr>
<tr>
<td>-------------------------------</td>
<td>------------</td>
<td>--------------------------------</td>
<td>--------------</td>
<td>-----------</td>
<td></td>
</tr>
<tr>
<td>Satisfaction</td>
<td>54.00</td>
<td>55.00</td>
<td>54.00</td>
<td>59.00</td>
<td></td>
</tr>
<tr>
<td>[Community satisfaction rating out of 100]</td>
<td>54.00</td>
<td>55.00</td>
<td>54.00</td>
<td>59.00</td>
<td></td>
</tr>
<tr>
<td>[Council decisions in the interest of the community]</td>
<td>54.00</td>
<td>55.00</td>
<td>54.00</td>
<td>59.00</td>
<td></td>
</tr>
<tr>
<td>Compliance with council decisions</td>
<td>54.00</td>
<td>55.00</td>
<td>54.00</td>
<td>59.00</td>
<td></td>
</tr>
<tr>
<td>Material Variations and Comments</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>26.00%</td>
<td>Reporting</td>
<td>Ceased 1</td>
<td>July 2016</td>
<td>Reporting</td>
<td>Ceased 1</td>
</tr>
<tr>
<td>24.00%</td>
<td>Reporting</td>
<td>Ceased 1</td>
<td>July 2016</td>
<td>Reporting</td>
<td>Ceased 1</td>
</tr>
<tr>
<td>17.08%</td>
<td>Reporting</td>
<td>Ceased 1</td>
<td>July 2016</td>
<td>Reporting</td>
<td>Ceased 1</td>
</tr>
<tr>
<td>17.56%</td>
<td>Reporting</td>
<td>Ceased 1</td>
<td>July 2016</td>
<td>Reporting</td>
<td>Ceased 1</td>
</tr>
</tbody>
</table>

---

Council Meeting 12 September 2018

Attachment 2
<table>
<thead>
<tr>
<th>Participation</th>
<th>15.00%</th>
<th>15.15%</th>
<th>15.63%</th>
<th>14.85%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active library members</td>
<td>[Number of active library members / Municipal population] x100</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Maternal and Child Health (MCH)</th>
<th>75.00%</th>
<th>68.65%</th>
<th>67.87%</th>
<th>69.61%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Participation in the MCH service</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Participation in the MCH service by Aboriginal children</th>
<th>67.00%</th>
<th>53.75%</th>
<th>61.90%</th>
<th>65.12%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improved data recording in the Child Development Information System (CDIS) coupled with improved staff training, have resulted in increased accuracy of the data, which minimises the variation of prior years.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Roads</th>
<th>58.00</th>
<th>56.00</th>
<th>56.00</th>
<th>62.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Satisfaction</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Satisfaction with sealed local roads</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statutory Planning</th>
<th>55.00%</th>
<th>57.14%</th>
<th>39.73%</th>
<th>51.09%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Decision making</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council planning decisions upheld at VCAT</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Improved result in 2017/18 is consistent with results in 2014/15 and 2015/16. Lower than usual result in 2016/17 is attributed to changes in planning scheme.
<table>
<thead>
<tr>
<th>Provisions including changes to State-wide residential zones.</th>
<th></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Waste Collection</th>
<th>Waste diversion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kerside collection waste diverted from landfill / (Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins) x 100</td>
<td></td>
</tr>
<tr>
<td>46.00%</td>
<td></td>
</tr>
<tr>
<td>45.12%</td>
<td>44.18%</td>
</tr>
</tbody>
</table>
### Financial Performance Indicators

<table>
<thead>
<tr>
<th>Dimension/indicator/measure</th>
<th>Results</th>
<th>Results</th>
<th>Results</th>
<th>Results</th>
<th>Forecasts</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Efficiency</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Revenue level</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Average residential rate per residential property assessment</td>
<td>$1,443.68</td>
<td>$1,496.48</td>
<td>$1,566.58</td>
<td>$1,533.94</td>
<td>$1,668.64</td>
</tr>
<tr>
<td>[Residential rate revenue / Number of residential property assessments]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Expenditure level</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenses per property assessment</td>
<td>$2,028.86</td>
<td>$2,132.60</td>
<td>$2,148.35</td>
<td>$2,242.50</td>
<td>$2,224.60</td>
</tr>
<tr>
<td>[Total expenses / Number of property assessments]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Workforce turnover</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resignations and terminations compared to average staff</td>
<td>19.41%</td>
<td>7.38%</td>
<td>9.61%</td>
<td>8.70%</td>
<td>0.00%</td>
</tr>
<tr>
<td>[Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x 100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Liquidity</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Working capital</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current assets compared to current liabilities</td>
<td>137.84%</td>
<td>242.23%</td>
<td>266.94%</td>
<td>347.78%</td>
<td>277.75%</td>
</tr>
<tr>
<td>Current assets / Current liabilities x100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
</tbody>
</table>

**Unrestricted cash**

<table>
<thead>
<tr>
<th>Unrestricted cash compared to current liabilities</th>
<th>42.10%</th>
<th>97.74%</th>
<th>9.02%</th>
<th>-17.08%</th>
<th>-3.50%</th>
<th>31.94%</th>
<th>61.21%</th>
<th>87.14%</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Unrestricted cash / Current liabilities x100</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
</table>

$5.9 million was finalised in 2017-18 as this loan matured.

Ratio does not include term deposits > 90 days listed as 'Other Financial Assets' in the Balance Sheet. Ratio recalculated would be ($56.0 million + -$6.251 million = $49.749 million) / $36.590 million = 135.9%.

Using the same formula for 2016-17 the variance would be 5.51% ((128.8% (2016-717) and 135.9% (2017-18))

**Obligations**

**Asset renewal**

<table>
<thead>
<tr>
<th>Asset renewal compared to depreciation</th>
<th>72.77%</th>
<th>66.33%</th>
<th>52.39%</th>
<th>81.11%</th>
<th>108.65%</th>
<th>97.39%</th>
<th>111.49%</th>
<th>106.68%</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Asset renewal expense / Asset depreciation x100</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
</table>

Significant increase in asset renewal relative to 2016-17. Includes expenditure on road assets $6.91 million and plant & equipment $4.04 million (i.e. fleet replacement costs)

**Loans and borrowings**

<table>
<thead>
<tr>
<th>Loans and borrowings compared to rates</th>
<th>40.78%</th>
<th>37.48%</th>
<th>34.28%</th>
<th>25.81%</th>
<th>24.22%</th>
<th>24.93%</th>
<th>23.61%</th>
<th>22.37%</th>
</tr>
</thead>
</table>

Council finalised an outstanding loan of $5.9
<table>
<thead>
<tr>
<th>[Interest bearing loans and borrowings / Rate revenue] x100</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>million in 2017-18 that matured.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loans and borrowings repayments compared to rates</td>
<td>22.76%</td>
<td>11.12%</td>
<td>2.68%</td>
<td>9.22%</td>
<td>1.81%</td>
<td>1.70%</td>
<td>1.62%</td>
<td>1.55%</td>
</tr>
<tr>
<td>[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100</td>
<td>Council finalised an outstanding loan of $5.9 million that matured and also decided to finalise a $3.3 million loan based on a cost/benefit analysis.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Indebtedness

<table>
<thead>
<tr>
<th>Non-current liabilities compared to own source revenue</th>
<th>25.83%</th>
<th>33.26%</th>
<th>25.69%</th>
<th>21.25%</th>
<th>21.02%</th>
<th>21.64%</th>
<th>20.53%</th>
<th>19.47%</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Non-current liabilities / Own source revenue] x100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Council decided to finalise a $3.3 million loan based on a cost/benefit analysis.</td>
</tr>
</tbody>
</table>

### Operating position

### Adjusted underlying result

<table>
<thead>
<tr>
<th>Adjusted underlying surplus (or deficit)</th>
<th>11.15%</th>
<th>8.30%</th>
<th>17.78%</th>
<th>17.61%</th>
<th>13.65%</th>
<th>16.52%</th>
<th>16.17%</th>
<th>16.61%</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Stability

### Rates concentration

<table>
<thead>
<tr>
<th>Rates compared to adjusted underlying revenue</th>
<th>71.87%</th>
<th>73.82%</th>
<th>70.11%</th>
<th>65.79%</th>
<th>74.09%</th>
<th>73.42%</th>
<th>73.49%</th>
<th>73.55%</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Rate revenue / Adjusted underlying revenue] x100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates effort</td>
<td>0.30%</td>
<td>0.31%</td>
<td>0.28%</td>
<td>0.28%</td>
<td>0.25%</td>
<td>0.25%</td>
<td>0.26%</td>
<td>0.26%</td>
</tr>
<tr>
<td>-------------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
<td>-------</td>
</tr>
<tr>
<td>[Rate revenue / Capital improved value of rateable properties in the municipality] x 100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Executive Summary
The Governance Report has been developed as a monthly standing report to Council to provide a single reporting mechanism for a range of statutory compliance, transparency and governance matters.

The Governance Report – September 2018 includes:

- Reports from Committee to Council;
- Assemblies of Councillors Records;
- On Notice responses – August 2018 Council meeting;
- Proposed Motion for the Municipal Association of Victoria (MAV) State Council meeting in October 2018;
- Human Rights Policy Implementation Update 2017/2018; and
- Proposed establishment of a Coburg Square Oversight Committee.

This report recommends Council notes the Reports from Committee to Council, Records of Assemblies of Councillors, responses to On Notice items from the 8 August 2018 Council meeting and the Human Rights Policy Implementation Update for 2017/2018 and endorses the proposed motion for the MAV State Council meeting in October 2018. It also proposes the establishment of an oversight committee for the integrated development opportunity for Coburg Square.

Officer Recommendation
That Council:

1. Notes the reports from Committees to Council, at Attachment 1 to this report.
2. Notes the Records of Assemblies of Councillors held between 1 July and 31 July 2018, at Attachment 2 to this report.
3. Notes the responses to Public Question Time items from the August 2018 Council meeting at Attachment 3 to this report.
4. Endorses the motions in relation to:
   - Private Building Surveyor Approvals - Increased accountability and compliance;
   - Insertion of an 'Inclusionary Zoning' or other appropriate tool for Affordable Housing' in the Victorian Planning Provisions

   at Attachment 4 to this report, to be submitted the Municipal Association of Victoria State Council Meeting to be held on 19 October 2018.
5. Notes the Human Rights Policy Implementation Update 2017/2018 at Attachment 5 to this report.
6. Establishes the Coburg Square Oversight Committee in accordance with the Terms of Reference at Attachment 6 to this report and appoints the Mayor of the Day as Chair, Councillors________________, ____________________ and _______________, and the Council officers holding or acting in the positions of Chief Executive Officer, Director Planning and Economic Development and Manager Places as members.
1. **Policy Context**

   The appointment of Councillors to specific areas of responsibility and committees provides a framework for relationships between Councillors and the administration of Council and reporting back of these committees to Council is an important transparency mechanism. Council’s internal, citizen and network committees provide advice to Council on the matters included in each committee’s terms of reference.

   Section 80A of the *Local Government Act 1989* (the Act) sets out the context in which the Assembly of Councillors Records must be reported to Council.

   The Meeting Procedure Local Law 2018 provides for the Chairperson to take a question On Notice and a written response to be provided to the person, should the question require a detailed answer that is not available at the meeting.

   The Municipal Association of Victoria (MAV) is the legislated peak body for local government in Victoria. Council appoints a representative to the MAV to participate at, amongst other things, the two State Council meetings held annually, and vote in accordance with Council’s policy positions.

2. **Background**

   The Governance Report has been developed as a standing monthly report to Council to provide a single reporting mechanism for a range of statutory compliance, transparency and governance matters.

   In accordance with best practice and good governance principles, and to ensure compliance with the requirements of the *Local Government Act 1989* (the Act), the report incorporates matters including reporting of advisory committees, records of Assemblies of Councillors, items relating to the delegation of Council powers, and policy and strategy reporting.

3. **Issues**

   **Reports from Committees to Council**

   The minutes of the following meetings are provided at Attachment 1 for Council’s information:

   - Moreland Libraries Advisory Committee held on 17 April, 22 May and 13 August 2018;
   - Human Rights Advisory Committee held on 10 May 2018;
   - Friends of Aileu Community Committee held on 5 June 2018;
   - Audit and Risk Management Committee held on 26 June 2018; and
   - Glenroy Advisory Group held on 7 August 2018.

   There were no recommendations from Committees for Council to consider.

   **Assemblies of Councillors**

   An Assembly of Councillors is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be the subject of a decision of the Council or delegate.

   Some examples include Councillor Briefings, meetings with residents/developers/clients/organisations/government departments/statutory authorities and consultations. Councillors further requested that all Assembly of Councillors Records be kept for Urban Planning Briefing meetings, irrespective of the number of Councillors in attendance.
Records of Assemblies of Councillors and Planning Briefings held during the period 1 July to 30 July 2018 are presented at Attachment 2 for the following meetings:

- Councillor Briefing – 2 July 2018
- Oxygen Committee meeting – 4 July 2018;
- Councillor Briefing – 9 July 2018;
- Councillor Briefing – 16 July 2018;
- Planning Briefing – 23 July 2018; and
- Counihan Gallery Strategic Focus Group – 26 July 2018

On Notice responses

At the August 2018 Council meeting 5 questions were taken on notice after question time had elapsed. Responses at Attachment 3 have been provided to the residents in writing in relation to:

- Mary Said – Planning Enforcement;
- Zarn Takiari – Level Crossing Removal Project;
- Frank Trimboli – Level Crossing Removal Project;
- Georgia Manias – Route 58 Tram Terminus; and
- Mark Higginbotham – Maurice Blackburn Oration.

Municipal Association of Victoria State Council

The Municipal Association of Victoria (MAV) State Council meets twice a year to consider matters of state-wide significance. The deadline for motions to be submitted for consideration at the October 2018 State Council meeting is 21 September 2018. A proposed motion has been prepared for Council's consideration and endorsement.

At its meeting on in November 2017, Council appointed Cr Mark Riley, with Cr Yildiz as substitute, as Moreland’s representative to the MAV.

Motion

Motions must have state wide significance or relevance across the Victorian local government sector, and be related to current issues within the City of Moreland. Motions already adopted by the State Council remain active until they are completed and the MAV has advised motions seeking the same outcomes as have been previously adopted will not be considered as complying with the criteria.

It is proposed Council submits motions in relation to advocacy for:

- Increased accountability for Private Building Surveyors; and
- Insertion of an ‘Inclusionary Zoning’ or other appropriate tool for Affordable Housing’ in the Victorian Planning Provisions

as included at Attachment 4.

Human Rights Policy Implementation Report

The Moreland Human Rights Policy 2016-2026 (Policy) was launched in July 2016 and incorporates the Disability Access and Inclusion Plan (DAIP) which provides a framework to implement human rights obligations and responsibilities in Moreland. The Policy acknowledges that addressing human rights requires a whole-of-community and whole-of-Council response to achieve long-term positive outcomes.

The Moreland Human Rights Policy 2016-2026 – Implementation Update 2017/2018 at Attachment 5 details the work undertaken following the 2016/2017 Council update, as well as emerging legislative and policy considerations.
Coburg Square Oversight Committee

The Coburg Initiative (TCI) is the ambitious urban renewal program that forms a key element to achieving the vision set by the Colours of Coburg Place Framework and establishing Coburg as the principal major activity centre for Moreland. TCI identifies a series of Development Clusters on Council owned land that are intended to demonstrate and catalyse the economic transformation Council is seeking for central Coburg, in particular to drive jobs creation and public realm upgrades and to encourage further private sector investment in the centre.

In order to guide progress and Council decision making on TCI Development Cluster 1 (Coburg Square) (Council Plan 2017-2021, deliverable P3b) a Coburg Square Oversight Committee (Oversight Committee) is recommended to provide an oversight role on the re-design and Integrated Development Opportunity (IDO) of Coburg Square to align with the Level Crossing Removal Authority’s (LXRA) removal of the Bell Street and Moreland Road level crossings.

The Committee will provide advice and guidance about:

- Council’s minimum requirements for Coburg Square development; and
- Integrated Development Opportunity (IDO) options.

The proposed Oversight Committee will provide advice to Council on the merits of the project and chosen scope and project process, discuss issues and opportunities ahead of Council decisions.

Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. Consultation

Advisory committees provide a valuable communication and consultation link between the organisation, Councillors, Council and the community.

The appointment of Councillors to specific areas of responsibility, ‘Councillors Responsible For’, provides a framework for relationships between Councillors and the administration of Council.

Public Question Time is an important opportunity for members of the public to direct their questions to the Council, and is included at ordinary Council meetings that are not designated for consideration of Planning Matters.

The motion for the MAV State Council was developed in consultation with officers and circulated to Councillors for comment.

The Human Rights Advisory Committee and the Disability Working Groups meet regularly to provide input into the progress of the Human Rights Policy.

5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. Financial and Resources Implications

There are no financial or resource implications arising from the recommendation in this report.
7. **Implementation**

Governance activity including reports of committees to Council and Assemblies of Councillors and On Notice items, will continue to be reported to Council monthly.

Subject to Council’s decision a motion will be submitted to the MAV State Council by the 21 September 2018 deadline and meetings of the Coburg Square Oversight Committee will be scheduled.

**Attachment/s**

1. Reports from Committee to Council - September 2018  
   D18/318979
2. Assembly of Councillors Record - 1 July 2018 - 31 July 2018  
   D18/280396
3. Question Time Responses - August 2018 Council Meeting  
   D18/301429
4. Proposed Motions MAV State Council - October 2018  
   D18/328366
   D18/331036
6. Coburg Square - Oversight Committee - Draft Terms of Reference - September 2018  
   D18/318979
MOREELAND LIBRARIES ADVISORY COMMITTEE

Minutes of the meetings held on 17 April 2018 and 22 May 2018
at the Coburg Library

17 April 2018 meeting

The meeting commenced at 6.32 pm

Present: Brian Kays (elected Chair), Ruth Baxter, Mary Dalmau, Nic Dolby, Anna Kurnuszko, Malcolm McIlvena, Joy Villalino, Genimaree Panozzo (Manager Cultural Development), Georgina Earl (Unit Manager Library Services)

Special guest: Ian Phillips (I and J Management Services)

1. Apologies

Tessa Keegel, Kathleen Matthews-Ward, Cr Lambros Tapinos

2. Confirmation of minutes of meeting held on 13 February 2017

Moved Mary Dalmau, Seconded Anna Kurnuszko  Carried

3. Library Review

Ian Phillips from I and J Management Services, the company appointed to undertake a strategic review of elements of Moreland’s library service, gave a brief introductory presentation to MorLAC on the structure of the review before seeking feedback around three key themes or questions.

I and J Management Services were appointed to examine the following elements:
• Infrastructure and use of library space
• Workforce structure and skills analysis
• Expectations and capacity for community programming
• Scope and priorities of service

Library staff teams are examining the library’s collections, customer service delivery processes, and marketing and promotion. Together this work will contribute to formulation of a five year strategy for Moreland City Libraries from 2018-2023.

As part of I and J Management Services’ brief, they are conducting:
• Analysis of key data – population characteristics and trends, Moreland Library Service performance data
• Review of Council and library plans and policies
• Review of global and national public library trends

D18/70691
• Stakeholder and community consultation:

MorLAC gave a number of responses to the following questions asked by Ian:
• What makes Moreland libraries valuable?
• Future demand of community focussed library services?
• What sort of library do you want to be?

Ian told MorLAC that their feedback would be included with other feedback from stakeholder and community consultations that had been conducted to date or to be undertaken in the following fortnight including that from:
• Library users and community members (focus groups, Listen at the Library, online survey).
• Library managers and staff
• Moreland Council managers and staff

As MorLAC plays a vital advisory role in shaping library services and is pivotal in informing the final draft of the library review, the members agreed to an additional meeting in May in order to hear all of the collated feedback from consultations as well as initial review findings and recommendations.

4. Other Business
4.1 Give Glenroy a Go Campaign
The Give Glenroy a Go postcard and promotional material were distributed at the meeting. The Give Glenroy a Go Campaign will be launched at the Glenroy Festival on 29 April 2018. The Campaign seeks $6 million from both the State and Federal Governments to contribute to the Wheatsheaf Community Hub which will contain a new expanded Glenroy Library. The postcard is for community members to complete to lobby the State Premier directly for a $6 million commitment from the State Government to help deliver this important project.

The meeting closed at 7.53 pm

Next meeting: 22 May 2018 - additional meeting for Ian Phillips to present the results of further community consultations and his initial review findings to MorLAC for feedback

22 May 2018 meeting

The meeting commenced at 6.30 pm

Present: Brian Kays (elected Chair), Cr Lambros Tapinos, Ruth Baxter, Mary Dalmu, Nic Dolby Tessa Keegel, Anna Kurnuszko, Malcolm McIlvena, Joy Villalino, Genimaree Panozzo (Manager Cultural Development), Georgina Earl (Unit Manager Library Services)

Special guest: Ian Phillips (I and J Management Services)

1. Apologies

Kathleen Matthews-Ward

D18/70691
2. Library Review

As part of I and J Management Services’ review of key elements of Moreland’s library service, Ian Phillips presented a summary of feedback, findings and recommendations obtained through community and Council Officers’ consultation, population analysis, Council policies and strategies, industry benchmarking and global trends.

Ian started with the quotes from some survey respondents:

“Moreland Library is the most important community space in the shire. It is central to the lives of new migrants, children, students, locals.”

“The library is hugely important. It is a place for young children to develop their love of reading, for new mothers to meet others in a similar situation, for children to learn to choose books for themselves, for people to find out about community events, for students to research and study, for people to access a computer and/or the internet, to use a photocopier, etc. Libraries are vital to any community.”

“A place where a poor man can enjoy The New Yorker or Scientific American. An oasis in the fields of mammon. A place that symbolises civilisation and makes one optimistic about civilisation and our democratic community.”

Ian ended his presentation with general points about libraries and questions as listed below regarding what sort of library Moreland Libraries want to be known for in the future:

• Public libraries are a highly valued and respected part of civic infrastructure.
• What makes Moreland Libraries a valuable community asset?
• Communities influence the libraries they get – the services provided, the way they work, and therefore the difference they make in people’s lives.
  • Personal development and wellbeing
  • Literacy and lifelong learning
  • Digital inclusion
  • Informed and connected citizens
  • Economic and workforce development
  • Stronger and more creative communities
• What sort of library do you want to be?
• What do you want to be known for? In the community, within Council, in the library sector?

MorLAC gave feedback on the key findings and recommendations to include in the final review document. In accordance with the Council Action Plan for 2017/2018, the final review will be sent to MorLAC by June 30 2018. The review will then be used to inform the development of a five year strategy for the library service in 2018/2019. The draft strategy will be discussed at a MorLAC meeting (potentially an additional scheduled meeting) before being presented to Council for endorsement.

3. Other Business

3.1 Saxon Street Lane

Nic Dolby congratulated Council and library staff on breaking ground in Saxon Lane to develop an outdoor area adjoining the Brunswick Library

D18/70691
Moved Nic Dolby, Seconded Cr Lambros Tapinos

Carried

The meeting closed at 7.55 pm

Next meeting: 14 August 2018
MORELAND LIBRARIES ADVISORY COMMITTEE

Minutes of the meeting held on Tuesday 13 August 2018 at the Coburg Library

The meeting commenced at 6.30 pm

Present: Brian Kays (elected Chair), Ruth Baxter, Mary Dalmau, Nic Dolby, Tessa Keegel, Anna Kurnuszko, Parsuram Sharma Luital, Joy Villalino, Genimaree Panozzo (Manager Cultural Development), Georgina Earl (Unit Manager Library Services), Narelle Stute (Co-ordinator Customer Service and Programs)

1. Apologies

   Cr Lambros Tapinos, Kathleen Matthews-Ward

2. Word Play Program

   Narelle Stute gave the Committee an update on Word Play, a shared family literacy program running at Fawkner Library. This program has been funded by a grant from the Library Board of Victoria, State Library of Victoria and the Public Libraries Victoria Network. The program is presented in partnership with Merri Health and involves members of the library staff as well as Merri Health staff and volunteers. The program has a number of families learning literacy skills together regularly and continues to grow in popularity.

   Recommendation: That the Committee commend the library for this program and Narelle for writing the successful submission for funding.

   Moved: Anna Kurnuszko
   Seconded: Parsuram Sharma Luital
   Carried

3. Updates

   Library Review
   Georgina Earl updated the Committee regarding the process of sharing the Report and associated information from I & J Management Services. The Committee discussed the value of mapping the location of library users to determine areas of the city where library membership is lower and benefits of library membership could be promoted.

   Action: Georgina will supply copies of the associated information to the Committee
Library Strategy
Georgina Earl updated the Committee regarding the workshops and staff forums being undertaken to enable staff input into the new library strategy. An additional MorLAC Meeting will be scheduled to present the strategy for feedback / approval.

Action: Georgina to schedule a special MorLAC Meeting for review of the draft Library Strategy.

Give Glenroy a Go
Following the Mayor’s visit to Parliament, Brian suggested that Committee Members raise the issue of Wheatsheaf Hub with their local members and councillors and encourage them to support this project.

The Age Article on Public Libraries
Brian highlighted some compelling evidence in support of libraries in an article in The Age newspaper on 5 August. The article was based on information from the “Libraries Work!” Report on the socio-economic value of public libraries to Victorians.

4. Other Business

Genimaree Panozzo highlighted an upcoming event during the Coburg Carnivale “The Imaginarium” – a journey through the life of E.W. Cole which will take place on 22 September at Coburg Library.

Genimaree also informed the Committee of a proposal from John Fawkner College to merge the Fawkner Public Library with the College and move it from its current location into the school library space.

Members of the Committee spoke about the value of the Libraries After Dark Program, positive experiences for members of the CALD community at Fawkner and Glenroy Libraries, an inspiring author talk by Stuart Kells and the range and value of programs in general at the libraries.

The meeting closed at 7.45 pm

Next meeting: Tuesday 13 November
## Human Rights Advisory Committee - MINUTES

**Date:** Thursday, 05 May 2018  
**Time:** 6.00 pm – 8.00 pm  
**Venue:** Moreland City Council Civic Centre

**Chair:** Cr Natalie Abboud  
**Convenor:** Nelum Buddhadasa

**Present:** Cr Natalie Abboud, Nalika Peris, Nelum Buddhadasa, Paula Jorgensen, , Kimberly Fraser, Peter Smith, Heidi Peart, Mellem Rose, Helen, Muhammad Asad Khan, Lisa Marson (BSL/NDIS) Philippa Day, Muhammed Nisar Ul Murtaza,

**Apology:** Jillian Dent, Sue Lopez-Atkinson, Cr. Sue Bolton,

### Welcome and Introduction

Group introductions, everyone introduced themselves and spoke about their motivation for being part of the group

Anne Soo has resigned

### Minutes of the previous meeting

No changes, Adopted: Peter Smith

### Presentation: The role of Advisory Committees to Council

**Presentation:** The role of Advisory Committees to Council  
**Paula Jorgensen**

**Outline**

- Council has many advisory committees and working groups (temporary, ongoing)
- Human Rights Advisory Committee also has a Disability Working Group and Reconciliation Working Group
- Three tiers involved in the committee; Council staff, Councillors, Community
- All committees have a chair: chair serves as the head of the meeting and facilitate
- Convener always a staff member, responsible for following up, administration,
- All members are equal within the group

**Strategies for Success**

- Members need to declare if they have a conflict of interest.
- If approached by the media need to defer to the Councillor chair if speaking on behalf of the group, can only speak on behalf of yourself.
- Always important to speak up
- Ideas and feedback will feed back into Council plans and projects. Needs to be in the context of human rights
- Can also put forward a notice of motion for example: Changing the Date came from the Reconciliation Working Group
- Other ways you can speak: Question time at Council, call your ward councillors, email and letters. You can also make submissions to draft strategies.
- Limitations to keep in mind: Councillors can’t make a decision alone, they can support it but they need to vote. Decision is made by majority vote.
- In discussions we disagree with respect and humility. Important to support each other and be respectful.

Question:

*Can you pass ideas and issues through the group to other sub committees?*

Yes

**Presentation: Human Rights Policy**

Nelum Buddhadasa

**Overview:**

Prior to 2016 we had standalone policies, many different plans. Also had to report on the charter of human rights. Came to the conclusion that we needed an overarching policy to encompass community need.

The vision of the policy is to promote self-determination, strong emphasis on dignified and equitable access. Wanted to build overarching goals to frame our action plans.

The Human Rights Policy is a 10 year policy which focuses on a number of priority groups. These groups represent those with the most pressing needs. However we also look at and respond to new and emerging issues. Priority groups are: Aboriginal and Torres Strait Islander communities, Migrant and Refugee communities, People with Disability, LGBTIQ and Women.
Themes of the policy are Empowerment and Participation, Equitable and accessible services, Accessible place and spaces, Advocacy and Leadership.

Implementation plan: We have a plan and do regular reports into Council. Also includes monitoring, evaluation and review. We want to find out that what we are doing is making an impact.

We work with the community to make improvements and address human rights issues in Moreland.

Questions/Comments

- Complaints registers are a good way to look at improvements
- Need to ensure all voices are included in the evaluation.
- Need to recognise that social change can take a generation
- Evaluation is important. Some populations get missed in data, important to collect qualitative data. Stories of impact. Evaluative monitoring is also a good way to check. Also important to make sure community members are involved in collecting data, need to explore how else do we collect data? Need to make sure that we are reaching everyone.
- Homelessness is not in the human rights act because they are afraid that will mean we have to give people homes. But other countries are doing it but I would like to see people have better policies.
- Important to remember just because other tiers of government aren’t addressing it, doesn’t mean that we shouldn’t try.
- Would be great to make sure that we have up to date appendices, many of these acts have now been eliminated.

*Is the group doing anything with Fawkner to build a stronger community?*

Fawkner community house are doing work around Civic Leadership and rights, If the council is investing in a social cohesion, who are they hiring? Do they have links to the community?

The last project was a huge learning curve, not enough time to build a relationship with the community, we needed to do more work in building relationships, didn’t get enough traction, but by the time we got going, once we got going it was over.
Council has a lot of work to do in engaging and empowering the community. We really want people to take up projects and be empowered. Part of this is about creating leaders, we want leaders to take up issues.

Would like to see all groups included in the work in Fawkner, some groups are being excluded from the activities. Council is responsible for ensuring that everyone is included. Need to make an avenue for people to be able to be really included.

**Do we have a role for advocating to state and federal legislation?**

In the issue of built environment for example we would take that back to Council. We could send a letter to the planning minister, but often we hear back a few years later and nothing happens. Sometimes we need to find another way.

**What does everyone think about setting up a senior working group?**

- Would be a good idea to find out who isn’t here.
- Would be great to contact people in nursing homes as well. Need to ensure people are represented.

**General Discussion**

Council currently has a whole lot of strategies and priorities but this is a chance to talk about what is being put on the table as well.

We need to look at the language we use – what is necessary/unnecessary or disempowering.

Transgender Victoria are doing LGBTQI training with Managers. Trying to offer this to the people making decisions around making policy. With a view to roll it across Council.

**Proud to Play** - what is does a safe space look like, what are the barriers. Encourage to view website and Facebook.

Comment:
Website is difficult to navigate, too many levels and documents with complex language.

**Accessibility**
- Documents are not accessible (word doc)
- No photographs of people with disability
- Complex academic language

**Action:** Heidi to feed back to coms that there are no photos of people with disability.

**Action:** Peter to find a website which is the gold standard and bring it to the group.

**Action:** Nalika to send a list of key projects to group members.

**Action:** Invite a member of the communications department to a meeting to give feedback.

In a human rights framework we need to make sure we use the group as a platform, and say that we need equal rights.

Customer service staff at Council are not very good. Feedback about lack of consideration around gender on forms, need for training for staff and changes to forms to be LGTBIQ compliant. Disability Parking Permit: Change that form for binary, you have to choose between male and female currently and it is discriminatory.

Needs to be a way to complain that isn’t on the website. The way we communicate is currently not functioning need to ensure all communications is accessible

**Action:** We would like to identify problems to be addressed and present examples of human rights concerns in regards to communications. Each member to identify issues with customer service and communications and bring to the list to present at Council. Bring specific examples.

---

**Updates from Working Group (s)**

**Reconciliation Working Group Report**

- Ballerrt Mooroop: This project is the old Koori outdoor education site currently state government owned site that now has a concept plan for the site. At the moment there is no money and the indigenous owners settlement act needs a business case which will hopefully secure the site.

- Ballerrt Mooroop is being driven by Wurundjeri need to ensure they have ownership. Concerns about running out of time as state government will have the land back soon.
- Treaty: State government are working on a treaty.
- Change the date: how do we have this discussion out in the community, January 26\textsuperscript{th} means many different things to different people. Reconciliation working group want to look at how we educate the community. Also there is not consensus around changing the date.

**Disability Working Group Report**

- Group has welcomed two new members (3\textsuperscript{rd} waiting)
- Group has been doing project planning to prioritise issues for the next year.
- Issues include public toilets and buildings that need to be accessible
- Brunswick Music Festival: Want to see mobility maps for all events, the Sydney Road mobility maps were really well received. Map on Sydney road music festival really well received. Need to find out why people don’t go to the festival, is it because of access barriers?
- Brunswick Music Festival: Want to raise a notice of motion that in two years all events must be held in accessible venues. Need to wait until we get more information from Arts and Culture at the next Disability Working Group meeting.
- Transport Plan- Had a presentation and gave feedback.
- Disabled Motorists president also gave a presentation about access to buildings.
- Really great to see the group starting to kick some goals and come together.

**Statement of Committee of Women:** Deferred to the next meeting.
Group Check in – Everyone was feeling excited, passionate and grateful

**Action:** Ask around the group to see if everyone is happy to share emails.

9\textsuperscript{th} of August and 8\textsuperscript{th} of November Next meeting
Friends of Aileu Community Committee: Meeting Minutes

These minutes were endorsed at FACC meeting 7 August

Date: Tuesday 5 June 2018
Venue: Concert Hall West, Moreland Civic Centre

1 Welcome and Introductions

Cr Annalivia Carli Hannan opened the meeting, welcoming participants. The recent passing of John Patsikatheodorou was noted with sadness.

**Motion:** Project Officer to arrange sending of condolences to Helen Patsikatheodorou and family, and seek information to share on funeral arrangements

(C Carli / G Jungwirth) - Passed

1.1 Attendance

Moreland City Council: Cr Annalivia Carli Hannan
Hume City Council: Cr Karen Sherry
Partner organisations: Carlo Carli (Merri Health), Ben Walta and Jane Burn (CERES), Martin Hall (Dental Health Services Victoria)
Community members: Gary Jungwirth, Glenyys Romanes, John Rutherford
Regular participants: Heather McGrath
Project Officer: Chris Adams

1.2 Apologies

Hume City Council: Cr Joseph Haweil
Partner organisations: Patricia Vickers Rich (Prime Sci, Monash & Swinburne)
Community members: Heather Bridges, Richard Brown, Helena Grunfeld, Mark Higginbotham, Anne Jungwirth, Helen Patsikatheodorou

2 Minutes of Previous Meeting

2.1 - 2.3 Minutes of the previous meeting and status updates on Action Items were noted

**Motion:** Minutes be accepted. Moved: K. Sherry / H. McGrath – Passed

3 Presentations

3.1 Oral Health Education Project:

Martin Hall outlined the activities undertaken during the Oral Health Education teams visit to Aileu over 3 days in April, where they visited the 6 participating schools and collecting data for the evaluation report on the oral health of some 600 students, including those assessed 18 months previously and providing preventative treatment (fluoride application) to support the tooth brushing regime.

The management of the project was discussed with Municipal Secretary Sra. Victoria and Camilo da Costa, who accompanied the team to most schools and is keen to assist project officer Ana Tilman with school visits, especially for delivery of supplies, which was affected by factors including travel difficulties.
Dr Bradley Christian is preparing the evaluation report (to be peer reviewed for publication) and will present the report and a further funding proposal to the donor, Borrows Foundation, during a visit to London.

Sra Victoria has provided a letter of support via project team member Sally Vong (NRCH) to assist with a future funding application.

**Action:** Project Officer to prepare a letter of support from Friends of Aileu.

Potential partners for a future stage of the project include the NGO Maluk Timor (involving Alex and Ana Tilman and a link with Kilibur Domin) and Dr Lucio (PhD Tasmania University) who is expected to take on a senior oral health role with the Timor-Leste Ministry of Health.

### 3.2 Australia Timor-Leste Election Observer Mission (ATLEOM):

Gary Jungwirth outlined the background to the early Timor-Leste parliamentary elections (re-run elections following situation where the minority FRETILIN-led Government formed after the 2017 elections was unable to pass its budget), the well-managed conduct of the vote on 12 May, the electoral outcome and the appeal court decision last week clearing the way for formation of a new majority government led by the AMP Coalition.

Gary and the other 4 members of the ATLEOM team in Aileu met with the Municipal Administrator, Municipal Secretary Domingos Vidigal and Camilo da Costa, the ARTC’s Sister Rosalva and Sra. Diamantina (and daughter Nilva Mesquita) and the Aileu Rotaract Club.

They also met with the Australian Ambassador to Timor-Leste who stressed the high value and success of the community engagement between Australia and Timor-Leste, largely attributed to the friendship relationships, compared to the more problematic military and diplomatic engagements.

### 3.3 CERES Global permaculture engagement visit to Aileu:

Ben Waltz and Jane Burns (CERES Education’s Outreach coordinator) outlined the aims of the CERES Global permaculture learning and engagement visit, which Jane will lead and co-facilitate in June-July, with Fernando of NGO Na Terra, and for which there are currently 7 confirmed registrations with a couple of vacancies.

The focus of the visit will be on continuing collaboration with ARTC and the Aileu Parish Catechists on development of the Kadala Dame garden site (which has recently been fenced) and with PERMATIL on the school garden program.

The itinerary also includes visits to Leubora Green school in Maubisse, and Na Terra permaculture initiatives in Baucau and Atauro.

Jane is working towards including an international engagement element in CERES Outreach Victorian sustainable schools program, with potential to pilot sustainability education links between schools in Australia and Timor-Leste. It was noted that such links may be able to complement the Oral Health Education project.

**Action:** Those present were asked to promote the 2018 CERES Global visit seeking to help fill the vacancies.

[See](https://ceres.org.au/global/timor-leste/)
## Budget and Financial Summary

4.1 The Budget 2018 with Financial Summary to 31/05/18) was tabled and discussed.

4.2 Also discussed were the recommended expenditure proposals for the next period (outlined below):

<table>
<thead>
<tr>
<th>a) Unexpended funds from previous years’ Hume City Council education scholarship grant</th>
<th>leaves zero balance before anticipated 2018/19 grant of $5,140:</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. ARTC’s Aileu Science and Reading Contest</td>
<td>$6,428</td>
</tr>
<tr>
<td>ii. ARTC Staff Development Program</td>
<td>$1,172</td>
</tr>
<tr>
<td>iii. Uma Dame (Peace House), Aileu Municipal Youth Centre Re-roofing project (total cost $14,000)</td>
<td>$1,350</td>
</tr>
<tr>
<td>See: public fundraising: <a href="https://chuffed.org/project/uma-dame-needs-a-new-roof">https://chuffed.org/project/uma-dame-needs-a-new-roof</a></td>
<td></td>
</tr>
<tr>
<td>iv. Reference (CAFÉ) School biology program</td>
<td>$1,000</td>
</tr>
<tr>
<td>v. Printing for O Mundo Perdido exhibition or Timorlink book</td>
<td>$330</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>b) Merri Health donation 2017/18</th>
<th>leaves balance of $6,641 for Aileu Municipal Health and Uma Ita Nian priorities before anticipated 2018/19 donation of $25,000:</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. PERMATIL School Garden development (Lequidoe TBC)</td>
<td>$3,000</td>
</tr>
<tr>
<td>ii. ARTC Manu Casa Reforestation</td>
<td>$1,000</td>
</tr>
<tr>
<td>iii. ARTC Kadalak Dame garden</td>
<td>$2,500</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>c) Fundraising event at CERES 2018</th>
<th>leaves zero balance before future fundraising:</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. Parish Youth Group (FOSCA) Arte Mambai Rai Husar community art project:</td>
<td>$769</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>d) Unexpended funds from previous Trivia Nights' fundraising, with contributions of $1,500 from Friends of Laulara fundraising and $2,069 from KVRP</th>
<th>leaves balance of $14,997 (possibly for Municipal Admin visits 2019 &amp; 2020, scholarship evaluation and anniversary documentation), before 2019 Trivia Night budgeted to raise $10,000:</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. Aileu University Scholarship 2018</td>
<td>$8,928 less $570 already paid to ICFP Baucau</td>
</tr>
<tr>
<td>• Aileu Relationship Commission</td>
<td>$7,820</td>
</tr>
<tr>
<td>• Australian Marist Solidarity (ICFP Baucau)</td>
<td>$538</td>
</tr>
<tr>
<td>ii. Aileu Relationship Commission reporting</td>
<td>$750</td>
</tr>
<tr>
<td>iii. Scholarship evaluation student stories and feedback (including involvement of Aileu Anan Assoc/Rotaract/KEUMA)</td>
<td>$2,000</td>
</tr>
</tbody>
</table>

### Combined motion:

- Budget and Financial Summary be adopted
- Recommended expenditures be approved

Moved: C. Carlì / G. Jungwirth - Passed.
5 Work Plan priorities

5.1 Renewing MOUs with partner organisations:
Martin Hall advised DHNV has very few MOUs and is unlikely to wish to enter into one in relation to Friends of Aileu for the Oral Health project
Action: Project Officer to continue discussions on MOUs / Letter of Agreement with NRCH (Oral Health project), Campaspe Shire / CETA (Lequidoe relationship), CERES (Global/Education/Outreach), Friends of Laulara (Laulara relationship) and with KVRP (Remexio relationship), with aim to finalise these during 2018.

5.2 Friends of Aileu Annual Report 2017:
The meeting commended the draft report and the incredible richness of the relations being developed through Friends of Aileu, its members, partners and supporters.
Action: Project Officer to submit report to Moreland and Hume Councils

5.3 Commencing preparation work for publication/video for 20th anniversary:
The draft brief was discussed with its potential to feature people, stories and aspirations, in a modern accessible way including through social media as part of a celebratory activity, being stressed. It could also link to a brief stock take of history and achievement but need not be exhaustive in this sense.
Actions:
a) A steering group be formed, including Annalivia Carli Hannan, Ben Walta, Richard Brown, Katrina Langford, Gary Jungwirth, and others such as Andrea Spinoso.
b) Project Officer to enlist support of Moreland and Hume Communications teams to refine the brief and concept, and if possible to play a significant role in production.

6 Evaluating the Friendship Relationship, programs and projects

6.1 & 6.2 Evaluation Survey results and identification of Learnings or Actions, and draft Project Checklist and draft Project Mapping tabled at the 3 April meeting, were briefly discussed.
Action: Project Officer to include as an early item on the Agenda for the 7 August meeting to allow deeper consideration.

7 Recent Events and Activities

The recent events and activities listed in the Agenda Item were noted, with particular reference to the:
a) Annual Dinner & Forum and the moving presentations from Jose Pires (Robin dos Santos’ video posted on Facebook this week) and Chico dos Santos
b) Glenroy Festival where Chico do Santos provided a story-time activity for young children (Robin dos Santos’ video to be posted shortly).

8 Upcoming Events & Activities 2018,

The upcoming events and activities were noted with particular reference to the Trivia Night fundraiser, 31 August, for which Barry Morgan has been engaged.
Action: Project Officer will make a call-out for assistance in preparing for the event, including obtaining donations for prizes, auction and raffle, developing trivia questions, and in managing activities on the night.
<table>
<thead>
<tr>
<th></th>
<th>Other Business</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Australia Timor-Leste friendship relationships, 20th anniversary celebration:</strong> Gary Jungwirth spoke on the meeting he attended on 4 June with Judith Graley (Member for Narre Warren South) and others involved in the broader friendship network which flagged an intention to organise a one-day conference and evening dinner (possibly Saturday 9 May 2020), with further discussions to involve Richard Wynne (Member for Richmond). The meeting discussed options to offer the Coburg Town Hall for this event, and to determine whether this event, or the Friends of Alleu celebration, could be the occasion for the 23rd Maurice Blackburn Oration. <strong>Action:</strong> Project Officer and Gary Jungwirth to follow up with relevant friendship network people and Council officers.</td>
<td></td>
</tr>
<tr>
<td><strong>The meeting closed at 8:10pm</strong></td>
<td></td>
</tr>
</tbody>
</table>
| **Next Meeting:** | Tuesday 7 August, 6pm for 6:30-8:30pm  
Hume Global Learning Centre, Broadmeadows |
The following business was conducted on 26 June 2018:

- No conflicts of interest were declared.
- No fraud or impending legal matters were noted.
- No obstructions to the work of internal audit were noted.
- The Minutes of Meeting held on 5 December 2017 were confirmed and adopted with one minor amendment.
- The Adopted Minutes of Meeting held on 27 March 2018 were noted.
- The status of business actions from the previous ARMC Minutes were noted. Of the 21 actions listed, 20 actions were completed, and 1 item was overdue and postponed.
- Moreland Chief Executive Officer provided an update on a confidential item.
- Moreland Acting Director Corporate Services provided an update on the Council’s Cyber Security processes.
- An update on the Contract Management Working Group was noted.
- Moreland Acting Director Corporate Services provided an update on the review of Bank Guarantees.
- A review of the Contracts Register was noted.
- The status of audit actions was noted. Of the 42 audit actions listed, 18 actions have been completed since the last ARMC meeting in March 2018. Of the remaining 24 actions: 3 actions have been postponed; and the remaining 21 actions are progressing in line with committed timeframes. There were no overdue items noted.
- The status of the Audit Function - Improvement Program was noted.
- The Updated Process for Approving ARMC Minutes was approved.
- The Assurance Map of Council’s Audits was noted.
- Progress on the 2017-18 Internal Audit Program was discussed and noted.
- The Draft Annual Internal Audit Plan – July 2018 to June 2019 was approved subject to revisions of proposed timing of internal audit projects.
- The Quarterly Recent Local Government Sector Reports/ Publications report was noted.
- The Sale of Land or Airspace- 276 Barkly Street, Brunswick Internal Audit Report was received and noted with 5 recommendations identified by the audit.
- The approved Developer Financial Contributions for Subdivisions and Statutory Planning Enforcement internal audit scope was noted.
- The Insurance and Claims Management internal audit scope was discussed and approved subject to agreed updates.
- The Victorian Auditor-General’s Office presented the 2017-18 Interim Audit Management Letter which was discussed and noted.

HPE Ref: D18/284144
• A status update on Risk Management was noted.
• The Monthly Financial Statements – April 2018 were presented, discussed and noted.
• The Presentation of Council’s Model Financial Accounts was discussed and noted.
• The ARMC discussed and noted the VAGO Local Government and Economic Development Report – March 2018.

**Next Meeting:** 4 September 2018 at 6pm
Glenroy Advisory Group (GAG) MINUTES
Venue: Elm 3 meeting room, Coburg
Tuesday 7 August 2018 - 6 pm – 6.30pm

Attendance: Cr John Kavanagh, Cr Oscar Yildiz, Anne Thomas (Glenroy Plac Manager)

Apologies: Cr Dale Martin, Kirsten Coster (DPED), Kathy Panjari (Manager Places)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Time</th>
<th>Who</th>
<th>Agreement and Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Apologies; Declarations of conflict of interest</td>
<td></td>
<td></td>
<td>Apologies from Cr Dale Martin, Kirsten Coster and Kathy Panjari noted.</td>
</tr>
<tr>
<td>2. Glenroy Place Action Plan</td>
<td>10 AT All</td>
<td></td>
<td>Councillors would like the Morgan court/Pascoe vale road walkway canopy project to be submitted again for funding in next year’s budget. Wayfinding should be explored and given some priority. Entry signage to also be updated.</td>
</tr>
<tr>
<td>Overview of 2018/2019 (year two) projects</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Discuss any thoughts, issues, items for consideration for budget bid process, current prioritisation of projects</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Pascoe Vale Road Streetscape Upgrade works update</td>
<td>5 AT</td>
<td></td>
<td>Noted, positive feedback provided. Concern raised over safety issues at corner of Finchley Avenue with cars cutting the corner. Query regarding street furniture and whether has been reinstated on west side of Pascoe Vale Road</td>
</tr>
<tr>
<td>• Stage 4 works are now complete including all planting and seating. There has been very positive feedback so far from the local traders.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Stage 4 works included reconstructing the threshold crossing at Finchley Avenue to increase safety and maintain consistency with the new palette of materials. The crossing works were completed in June with minimal disruption to the community.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Stage 4 was completed on time and under budget</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Rectification works for Stages 1, 2 and 3 will be occurring over the next few months. These entail minor works such as replacing cracked pavers and replacing small areas of grout.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Place Activation Program for 2018/19 - overview</td>
<td>5 AT</td>
<td></td>
<td>Noted, positive feedback provided on inaugural market day event.</td>
</tr>
<tr>
<td>• Meeting with Glenroy Business Network next week to clarify deliverables for this year, likely to incude a street party type event early in 2019 and monthly ‘market days’</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Agenda Item

- EnjoyGlenroy roll out – painting of rear of shops facing car parks to add colour and visual interest
- Belair Avenue reserve – work on promoting as an event/community space.
- Wayfinding – not funded but looking at ways to creatively commence a program
- Website and social media – work with traders to maximise use. Development of a social media program to promote and raise profile of the centre.

<table>
<thead>
<tr>
<th>5.</th>
<th>Update on Glenroy Business Network (Traders group)</th>
<th>3</th>
<th>AT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Group has lost a bit of momentum in last month or two. Place Maager and team have been doing one on one visits and follow ups. Meeting scheduled for next week.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>6.</th>
<th>Any other business</th>
<th>5</th>
<th>All</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cleanliness of toilets raised, feedback from previous query was reiterated the Glenroy toilets have the same cleaning regime as all other toilets in the municipality. Is a community behaviour issue. Safety concerns regarding car movements at corner of Finchley Avenue and Pascoe Vale Road raised. Question whether there is any update on what I happening with the Rotary Club and the impending requirement to vacate. There is no further updates, assuming with the delay/change in timing of announcing the removal of the Glenroy Road level crossing the y will be able to remain on the site for a while longer.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Next Meeting:** Thursday 8th November 2018
## ASSEMBLY OF COUNCILLORS RECORD

### 1 July 2018 to 31 July 2018

An Assembly of Councillors is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

Assembly of Councillors does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139 of the Local Government Act a club, association, peak body, political party or other organisation.

<table>
<thead>
<tr>
<th>Assembly details</th>
<th>Councillor attendees</th>
<th>In</th>
<th>Out</th>
<th>Officer attendees</th>
<th>Matters discussed</th>
<th>Conflict of interest disclosures</th>
</tr>
</thead>
</table>
| **Councillor Briefing** 2 July 2018 | In Attendance  
Cr Abboud  
Cr Carli Hannan  
Cr Davidson  
Cr Dorney  
Cr Irfinli  
Cr Kavanagh  
Cr Martin  
Cr Riley | 6.08 pm  
6.08 pm  
6.12 pm  
6.08 pm  
6.08 pm  
6.08 pm  
6.08 pm  
6.08 pm | 7.24 pm  
7.24 pm  
7.24 pm  
7.24 pm  
7.24 pm  
7.24 pm  
7.24 pm  
7.24 pm | Nerina Di Lorenzo  
Liz Rowland  
Arden Joseph  
Grant Thorne  
Kirsten Coster  
Anita Craven | Moreland Integrated Transport Strategy |
| **Oxygen Committee Meeting** 4 July 2018 | In Attendance  
Cr Abboud  
Cr Carli Hannan | 6.30 pm  
6.30 pm | 8.30 pm  
8.30 pm | Anne McGregor  
Sarah Rocca  
Sally Curran | Terms of Reference implementation plan  
Committee budget 2018/2019  
Youth Service Update  
Evaluation and follow up from the Youth Summit and Outcomes  
Brunswick Secondary College ‘Twilight Market’  
Sustainability at Oxygen |
| **Councillor Briefing** 9 July 2018 | In Attendance  
Cr Carli Hannan  
Cr Davidson  
Cr Dorney  
Cr Irfinli  
Cr Kavanagh  
Cr Martin  
Cr Riley  
Cr Tapinos | 6.04 pm  
6.04 pm  
6.04 pm  
6.04 pm  
6.04 pm  
6.04 pm  
6.19 pm | 8.35 pm  
8.35 pm  
8.35 pm  
8.35 pm  
8.35 pm  
7 pm  
8.35 pm | Nerina Di Lorenzo  
Liz Rowland  
Arden Joseph  
Grant Thorne  
Kirsten Coster | Essendon Fields Airport Presentation  
Level Crossing Removal Authority  
The Coburg Initiative – Coburg Square update  
Discuss Council Agenda: Strategic Advocacy |

**Nil**
<table>
<thead>
<tr>
<th>Assembly details</th>
<th>Councillor attendees</th>
<th>In</th>
<th>Out</th>
<th>Officer attendees</th>
<th>Matters discussed</th>
<th>Conflict of interest disclosures</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Councillor Briefing 16 July 2018</strong></td>
<td>In Attendance</td>
<td>6.04 pm</td>
<td>6.43 pm</td>
<td>Nerina Di Lorenzo</td>
<td>Australian Rail Track Corporation rail briefing – alteration to two roads over rail bridges in Glenroy</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Abboud</td>
<td>6.04 pm</td>
<td>8.34 pm</td>
<td>Liz Rowland</td>
<td>Saxon Street multi use facility</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Carli Hannan</td>
<td>6.04 pm</td>
<td>8.43 pm</td>
<td>Grant Thorne</td>
<td>Waste and Litter Strategy</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Kavanagh</td>
<td>6.04 pm</td>
<td>8.43 pm</td>
<td>Kirsten Coster</td>
<td>The Coburg Initiative</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Martin</td>
<td>6.13 pm</td>
<td>7.24 pm</td>
<td>Anita Craven</td>
<td>Hospital Update</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Riley</td>
<td>6.04 pm</td>
<td></td>
<td></td>
<td>Page Street Streetscape Update</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Yildiz JP</td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Apologies</td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Bolton</td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Davidson</td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Dorney</td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Irfani</td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Tapinos</td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td><strong>Absent</strong></td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td><strong>Nil</strong></td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td><strong>Planning Briefing 23 July 2018</strong></td>
<td>In Attendance</td>
<td>5.45 pm</td>
<td>7.40 pm</td>
<td>Narelle Jennings</td>
<td>1/223 Melville Road, Brunswick West (MPS/1987/1/A)</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Abboud</td>
<td>5.45 pm</td>
<td>7.40 pm</td>
<td>Robert Stratford</td>
<td>96 Cumberland Road, Pasco Vale (MPS/2017/919)</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Carli Hannan</td>
<td>5.45 pm</td>
<td>7.40 pm</td>
<td>Vita Galante</td>
<td>420-428 Sydney Road, Brunswick (MPS/2001/962/D)</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Davidson</td>
<td>5.45 pm</td>
<td>7.40 pm</td>
<td>Andy Wilson</td>
<td>127-137, 139 and part 149 Nicholson Street, Brunswick East (MPS/2013/979/A)</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Dorney</td>
<td>5.45 pm</td>
<td>7.40 pm</td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Kavanagh</td>
<td>5.45 pm</td>
<td>7.40 pm</td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Martin</td>
<td>5.45 pm</td>
<td>7.40 pm</td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Riley</td>
<td>5.45 pm</td>
<td>7.40 pm</td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Yildiz JP</td>
<td>5.45 pm</td>
<td>7.40 pm</td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Apologies</td>
<td>5.45 pm</td>
<td>7.40 pm</td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Bolton</td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Tapinos</td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td><strong>Absent</strong></td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td><strong>Cr Irfani</strong></td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td><strong>Counihan Gallery Strategic Plan Focus Group 26 July 2018</strong></td>
<td>In Attendance</td>
<td>3 pm</td>
<td>5 pm</td>
<td>Will Coogan</td>
<td>Tour of facilities, including storage spaces</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Cr Riley</td>
<td></td>
<td></td>
<td>Victor Griss</td>
<td>Overview of benchmark research with similar galleries</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Apologies</td>
<td></td>
<td></td>
<td></td>
<td>Discussion on Counihan gallery, including strengths, weaknesses, opportunity and threats</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td><strong>Nil</strong></td>
<td></td>
<td></td>
<td></td>
<td>Nil</td>
<td>Nil</td>
</tr>
</tbody>
</table>

Assembly of Councillors Record - 1 July 2018 - 31 July 2018

Attachment 2
Mrs Mary Said

Dear Mrs Said

PUBLIC QUESTION TIME – QUESTION REGARDING ENFORCEMENT –

Thank you for your question submitted at the 8 August 2018 Council meeting, regarding the occurrence of works at [redacted].

Council takes breaches of planning permits seriously. Council officers have written to the landowner to request that, within 28 days, they reinstate the wall which was demolished contrary to the planning permit. The wall must be reinstated to the same materials and specifications as the wall which was demolished. Council officers will write to inform you of the outcome of this compliance case.

Unfortunately Council does not have the power to require that building works cease on the site and would need to apply to VCAT and make an undertaking in respect to compensation to the developer, should Council's case be unsuccessful. Given the level of severity of impacts associated with the demolition of the single storey boundary wall are limited, in Council’s experience the likelihood of a stop works order being issued is very low. Typically in such circumstances Courts and the Tribunal encourage Council’s to seek to achieve compliance through other means rather than take up the valuable time of the Court/Tribunal.

If you wish to speak with a Council officer regarding this issue please contact Marisa Marioli, Council's Complaints Resolution Officer telephone 9240 9213 or via email mmarioli@moreland.vic.gov.au

Yours sincerely

Sue Vujcevic

ACTING DIRECTOR PLANNING AND ECONOMIC DEVELOPMENT

10/8/2018
Dear Mr Takiai

LEVEL CROSSING REMOVALS AT BELL STREET AND MORELAND ROAD
RESPONSE TO QUESTION ON NOTICE

Thank you for your recent enquiry at the Council Meeting held on 8 August 2018 regarding the proposed level crossing removals at Bell Street and Moreland Road. The Level Crossing Removal Authority (LXRA) has been appointed on behalf of the State Government to complete the level crossing removal program. The timeline and consultation process for this project has been determined by the State Government and the LXRA who have advised the following timelines for the project:

2017  Site investigations
2018  Community consultation - Design and development - Finalise design
2019  Works proposed to start
2020  Boom gates removed

In regards to consultation, we note that the LXRA has recently completed its initial community consultation on the two options being considered. This consultation commenced 17 July 2018 and closed 9 August 2018 and included two community drop in sessions held at the Coburg Primary School on the 17th and 19th of July 2018.

The LXRA have also commenced (13 August 2018) further community consultation in regards to a proposed Amendment to the Moreland Planning Scheme to help facilitate the project and will also accept further feedback on the options being considered via this process. Feedback can be provided to the LXRA via the online consultation hub https://your.levelcrossings.vic.gov.au/

Consultation for the Planning Scheme Amendment closes 7 September 2018.

The LXRA have advised that there will be further opportunities for the community to provide feedback throughout the project. Council is committed to working with the LXRA to ensure that the community has adequate opportunity to provide feedback throughout the process. If you have any queries regarding this matter please contact Acting Unit Manager Ammendments Richard Tolliday by e-mail rtolliday@moreland.vic.gov.au or telephone (03) 9384 9246.

Yours sincerely

Sue Vujcic

ACTING DIRECTOR PLANNING AND ECONOMIC DEVELOPMENT

Moreland Language Link

<table>
<thead>
<tr>
<th>Language</th>
<th>Code 1</th>
<th>Code 2</th>
<th>Code 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arabic</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
<tr>
<td>Albanian</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
<tr>
<td>Arabic</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
<tr>
<td>Italian</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
<tr>
<td>Greek</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
<tr>
<td>Hindi</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
<tr>
<td>Italian</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
<tr>
<td>Turkish</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
<tr>
<td>Vietnamese</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
<tr>
<td>English</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
<tr>
<td>Other</td>
<td>9280 190</td>
<td>9280 191</td>
<td>9280 9751</td>
</tr>
</tbody>
</table>

Council Meeting 12 September 2018 241
Dear Mr Trimboli

LEVEL CROSSING REMOVALS AT BELL STREET AND MORELAND ROAD
RESPONSE TO QUESTION ON NOTICE

Thank you for your recent enquiry at the Council Meeting held on 8 August 2018 and your follow up email which clarified your questions, regarding the proposed level crossing removals at Bell Street and Moreland Road.

The Level Crossing Removal Authority (LXRA) has been appointed on behalf of the State Government to complete the level crossing removal program. The timeline and process for this project has been determined by the State Government and the LXRA who have advised the following timelines for the project:

2017  Site investigations
2018  Community consultation - Design and development - Finalise design
2019  Works proposed to start
2020  Boom gates removed

I can advise that the budget for this project and the funding for all the level crossing removals across Victoria is determined and provided by the State Government.

Moreland City Council through its advocacy for this project is seeking the best possible outcomes for the community. Moreland has been advocating for adequate funding to be provided for the project to ensure that the following key outcomes can be achieved:

- The removal of Munro Street and Reynard Street crossings in addition to Moreland Road and Bell Street
- The creation of new and improved open spaces
- Improved links and pathways for pedestrians and cyclists
- A whole of line solution for level crossing removals, which would see the removal of 15 level crossings between Parkville and Coburg to make life easier for commuters, pedestrians, cyclists and drivers.

Part of this advocacy includes specifically advocating for sufficient funding to be provided for the project to ensure that appropriate landscaping, active and passive public spaces and ongoing management and maintenance is provided. This feedback has been provided directly to the LXRA.
Council is committed to working with the LXRA to ensure that these outcomes can be facilitated and we continue to advocate to the State Government to ensure that appropriate funding is allocated to the project. Once a preferred design has been selected and greater detail has been provided, Council will work with the LXRA, Vic Track and the State Government to determine an appropriate maintenance regime for any new open spaces and landscaping that are created through the delivery of the project.

We would encourage you to provide your feedback directly to the LXRA via the online consultation hub [https://your.levelcrossings.vic.gov.au/](https://your.levelcrossings.vic.gov.au/) and thank you for your enquiry into this process. If you have any queries regarding this matter please contact Acting Unit Manager Amendments Richard Tolliday by e-mail rtolliday@moreland.vic.gov.au or telephone (03) 9384 9246.

Yours sincerely

[Signature]

Sue Vujcevic

ACTING DIRECTOR PLANNING AND ECONOMIC DEVELOPMENT

[Signature]

[7/8/2018]
Ms Georgia Manias

Dear Ms Manias

PASCOE VALE SOUTH CHILD CARE CENTRE

I am writing in response to your question that was taken on notice from the 8 August 2018 Council meeting.

Your question relates to the Council report titled “Tram Route 58 - request for Council approval to construct Coburg West tram terminus on Melville Road, Pascoe Vale” which was presented at the 8 August 2018 Council meeting.

The officer recommendation was to support the proposed location of indented parking spaces in front of 234, 236 and 248 Melville Road and furthermore, to create a 10-minute parking restriction for the 2 proposed indented parking spaces in front of the child care centre at 236 Melville Road.

However, the project was not approved by Council and therefore, there will be no change to the parking arrangements in front of the childcare at present.

If you have any further queries, please contact Gordon Blake, Transport Engineer, on 9240 1111.

Yours sincerely

Grant Thorne
DIRECTOR CITY INFRASTRUCTURE

31/08/2018
Moreland City Council

Mark Higginbotham

Dear Mark

PUBLIC QUESTION TIME - ACKNOWLEDGEMENT OF DORIS BLACKBURN

Thank you for your question to Council on 8 August 2018, requesting the consideration of a name change of the Maurice Blackburn Oration to honour Doris Blackburn.

Carolyn Rasmussen’s presentation on Doris Blackburn at the Blackburn oration certainly highlighted the valuable and significant contribution made by Doris Blackburn to public life. This presentation has also initiated discussions internally on ways to acknowledge Doris Blackburn’s legacy.

We will be contacting the Blackburn family in the first instance to have a discussion on the best way to honour Doris Backburn, with the possibility of changing the formal title of the oration as an option for discussion.

Thanks again for raising this pertinent point.

Yours sincerely

Cr John Kavanagh
MAYOR

04/09/2018

Moreland Language Link

This paper is 100% recycled
MAV State Council Meeting – 19 October 2018

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the State Council email address 52@mv.asn.au, no later than 21 September. Please note, motions received by 13 September (early motions) will be distributed to all MAV representatives on 14 September. Submitters may amend their own motions up to 5pm on 28 September.

Motion
Private Building Surveyor
Approvals - Increased
Accountability &
Compliance

Submitted by: Moreland City Council

MOTION:

That the MAV advocates for legislative change for:

a) Increased accountability of private building surveyors to ensure compliance of building works they have approved.

b) Greater Victorian Building Authority accountability to immediately take responsibility as the Municipal Building Surveyor to address building compliance issues related to private building surveyor approvals, in the circumstances when the Private Building Surveyor has failed to take appropriate action.

MAV Strategic Work Plan (SWP):
Indicate whether or not the subject matter of your motion is included in the MAV SWP 2017-19.

Is the subject matter of this motion included in the SWP? No

If yes, identify the following:
Objective No. 1
Priority No. 1b Page 11 Also see Planning & Building commentary (Page 9)
Item No.

*Note: Motions must be submitted by one council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. The motion and rationale should be no longer than one page.
RATIONALE:
The examples of the non-complaint external cladding and a range of other serious cases receiving media attention in recent years have highlighted the system failure issues associated with the practices, accountability and absence of enforcement of the private building surveying industry.

The Greater Victorian Building Authority (VBA) receives a levy from every Private Building Surveyor (PBS) issued permit in Victoria to provide oversight and ensure the effective operations of the building surveying industry. The VBA is accountable for the oversight of the registration of private building surveyors. None of the levy is directed to Local Government.

The recent Victorian Cladding audits and other examples of building system failure, in the absence of clear VBA legislative responsibilities for compliance, have resulted on a call upon Municipal Building Surveyors (MBSs) to intervene to achieve compliance. This also places the burden and risk of legal action with Council’s for private building surveying matters over which (unlike the VBA) it receives no revenue or funding and has no oversight or influence.

While some funding from the VBA has ultimately been made available to Councils to cover the cost of contractors to undertake the physical auditing of buildings, such funds do not compensate for the significant time of the MBS and other expert building staff, administrative staff and fire engineers engaged by Councils to address these matters. It will also not address the costs and liability associated with ongoing future compliance activities and legal proceedings. Funding aside, these audits of private building surveyor approved development and subsequent pursuit of compliance, together with the need to communicate activities including back with the VBA have also significantly impacted the other customer services and compliance operations that would otherwise have been undertaken by Council building departments in behalf of their local communities. This highlights the need for clear responsibilities and legislative change.

After almost a year of auditing activity, recently Councils have been advised that they may request, on a case by case basis, for Ministerial intervention to appoint the VBA as the MBS for some aspects of compliance for a building. The criteria upon which the Minister may direct such intervention has not been disclosed. Such a solution creates further cost and uncertainty for Councils on what are extreme and high risk building compliance matters.

Legislative change is required to establish clear compliance responsibilities for those who received revenue for building work or are funded to have the oversight and accountability for the privatised building surveying industry. The high risk, life safety issues associate with the recent cladding cases as well as other building safety examples, highlight the importance of urgent action needed by the government.

*Note: Motions must be submitted by one council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. The motion and rationale should be no longer than one page.
Proposed Motions MAV State Council - October 2018

MAV State Council Meeting – 19 October 2018

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the State Council email address S2@mav.asn.au, no later than 21 September. Please note, motions received by 13 September (early motions) will be distributed to all MAV representatives on 14 September. Submitters may amend their own motions up to 5pm on 28 September.

Motion
Inclusionary Zoning for Affordable Housing

Submitted by: Moreland City Council

MOTION:

That in light of changes to the Planning and Environment Act 1987 to introduce an objective for Planning in Victoria to facilitate the provision of affordable housing, the MAV advocates for:

Insertion of an ‘Inclusionary Zoning’ or other appropriate tool for Affordable Housing in the Victorian Planning Provisions, to ensure Planning Schemes across Victoria are able to mandate the delivery of affordable housing.

MAV Strategic Work Plan (SWP):
Indicate whether or not the subject matter of your motion is included in the MAV SWP 2017-19.

Is the subject matter of this motion included in the SWP? Yes

If yes, identify the following:

<table>
<thead>
<tr>
<th>Objective No. 2</th>
<th>Improve the reputation of Local Government</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority No. 4</td>
<td>Initiate policy and legislative changes to Commonwealth and State Governments.</td>
</tr>
<tr>
<td>Item No. 2a</td>
<td>Support councils’ advocacy efforts to increase the supply of social and more affordable housing.</td>
</tr>
</tbody>
</table>

*Note: Motions must be submitted by one council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. The motion and rationale should be no longer than one page.
RATIONALE:
Plan Melbourne and Homes for Victorians acknowledge the role of planning mechanisms in contributing to the supply of social and affordable housing in Victoria. The Planning and Environment Act 1987 (the Act) was amended in June 2018 to include a new objective *to facilitate the provision of affordable housing in Victoria.* This recognition of the role of planning in delivering affordable housing is significant and welcomed.

Despite these significant changes, delivery of affordable housing through planning mechanisms remains dependent on the success of ‘negotiated’ outcomes. Without a mechanism to mandate affordable housing delivery, all of the positive changes made by State Government lack strength to deliver affordable housing outcomes in private development.

Moreland has recently completed housing research to identify the affordable housing need in Moreland. To meet the need for affordable housing in Moreland, 350 new affordable homes will be needed each year (7,000 in total by 2036.) Other Local Governments across Victoria will also this year undertake detailed research to establish the affordable housing need within their municipality, with many municipalities (around 8 in total) receiving Social Housing Investment Plan (SHIP) funding from the State Government to undertake this research. Whilst this research will establish the amount of affordable housing that is needed – ‘on the ground’ delivery of affordable housing is most likely to occur if legislation exists to mandate that private development contribute to meeting this housing need.

In the absence of affordable housing outcomes being mandated through a VPP provision, the likelihood of housing being delivered through negotiation is minimal. Land owners and developers are likely to attest that delivering affordable housing will affect the viability of development, and as such will resist negotiating an outcome on this basis. It has been seen in other instances however, such as Public Open Space Contributions and Developer Contributions Plans VPP’s, that developers are able to absorb the implications of additional costs when these costs are mandated in a transparent manner through a VPP, rather than negotiated on a case by case basis.

While some DELWP funding will be made available to Councils assist in building capacity of Local Government to negotiate affordable housing outcomes, change to the VPP’s is required to mandate a requirement for private landowners to engage with community housing providers and contribute to meeting Victoria’s affordable housing needs. An Inclusionary Zoning tool could require the incorporation of a certain proportion of permanently affordable housing in development, or allow for an equivalent cash payment so that the affordable housing could be supplied elsewhere in the surrounding area.

The current objective in the MAV Strategic Plan related to affordable housing is to *‘support councils’ advocacy efforts to increase the supply of social and more affordable housing.’* It would be appropriate, given the changes to the Act, that MAV support councils to implement actions aligned to Plan Melbourne, Homes for Victorians with regard to social and affordable housing by advocating for a mandated approach achieved through an Inclusionary Zoning VPP tool.

*Note: Motions must be submitted by one council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. The motion and rationale should be no longer than one page.*
Moreland Human Rights Policy 2016-2026 – Implementation Update 2017/2018

Introduction
The Moreland Human Rights Policy 2016-2026 (Policy) was launched in July 2016 and incorporates the Disability Access and Inclusion Plan (DAIP) which provides a framework to implement human rights obligations and responsibilities in Moreland. The Policy acknowledges that addressing human rights requires a whole-of-community and whole-of-Council response to achieve long-term positive outcomes.

This report details the work undertaken following the 2016/2017 Council update, as well as emerging legislative and policy considerations.

The Policy’s current implementation plan for 2017-2019, was developed in consultation with Council’s advisory groups (Moreland Multicultural and Settlement Services Network, Disability Working Group, Reconciliation Working Group and the Human Rights Advisory Committee) and internal partners. It includes 35 collaborative actions and additional advice.

This report provides an overview of key actions (it is not a summary of all activities) that have been, or are forecast to be, implemented in the Policy’s thematic areas and identified priority groups, comprising:

- Aboriginal and Torres Strait Islander communities;
- Migrant and refugee communities;
- People with disability;
- Women;
- LGBTIQA+; and
- New or emerging issues.

Implementation highlights 2017/2018

Social cohesion
The Council Plan 2017-2021 sets a vision that Moreland will be known for its proud diversity and for being a connected, progressive, and sustainable city to live, work, and play, a Council Action Plan item was determined to develop a plan for social cohesion in Moreland.

This plan and the implementation strategies were developed with evidence drawn from Scanlon Foundation’s extensive social cohesion research and Joseph Rowntree Foundation’s evidence-based intervention strategies to foster social cohesion. Council held internal and external stakeholder consultations in the process and developed and mapped current outputs by Council towards contributing to social cohesion.

Next steps for Council in regard to the Social Cohesion Plan are as follows:

- Complete and enact the implementation plan and monitoring and evaluation framework;
- Embedding this plan internally with various Council departments;
- Continue to support the implementation of current related projects such as the Fawkner Social Cohesion project; and
- Work with key partners to co-design and deliver new projects with funding allocated in Councils 2018/2019 budget.
Aboriginal and Torres Strait Islander Communities

Between September 2017 and June 2018 the Ballernt Mooroo site feasibility study was conducted on behalf of the Wurundjeri Council through Council funding ($40,000). Council is yet to receive the feasibility report. The current lease agreement for the site expires in September 2019.

A review of visibility and representation (signs, flags, language etc) used in Council communications, including Acknowledgement to Country and Welcome to Country protocols has re-commenced.

Participation in wider networks regarding 26 January developments, Treaty developments, Cultural Safety and Employment, Social Procurement, Cultural Heritage, and National Constitutional Reform has continued.

The Wurundjeri Games 2018 were successfully delivered in collaboration with Arts and Culture.

Migrant and refugee communities

Council has funded Stepping Stones, a two year program to deliver small business training for people from migrant and refugee backgrounds. 14 people from asylum seeker and refugee and disadvantaged backgrounds from Moreland participated in the program in 2017/2018.

The annual Refugee Week Celebration was held on 23 June 2018 at Brunswick Town Hall. The Celebration highlighted artists from refugee backgrounds through showcasing ‘More-Art’ projects, commissioned in 2017. Amnesty International (Australia) partnered with Council to discuss human rights and advocacy work.

During 2017/2018, Moreland Dines Together (MDT) activities continued, in partnership with local faith and cultural communities, and Moreland Police. MDT hosted five interfaith dinners facilitated by Uniting Church Inter-faith Synod. Communities such as Bahá’í community, newly arrived Syrians, Arabic Welfare, and the Salvation Army congregations were involved.

People with disability

A suite of National Disability Insurance Scheme (NDIS) transition activities were delivered in 2017/2018 including 23 information sessions and workshops for people with disabilities. The highlight was a disability services expo run in May 2018 which attracted 600 residents and showcased 80 providers.

Throughout 2017/2018 a capital works program was developed to retrofit existing buildings for access. Notable works include the upgrade of Brunswick Town Hall and the addition of accessible and ambulant toilets at Mutton reserve, Campbell and Raeburn Reserve pavilions.

Through 2017/2018 the Metro Access program worked in partnership with Women with Disability Victoria to deliver ‘Enabling Women’ - a leadership program for women with disabilities. The Metro Access program has also worked in partnership with Maribyrnong City Council to deliver Bandmates – an inclusive arts program which increases people with disability’s access to live music.

Women

The focus on women’s equality has evolved to gender equity. A community working group is engaged in the process, recommending key principles, themes for action and a proposal for a Gender Equality Commitment that can be implemented through Council and the community alongside the Moreland Human Rights Policy.

Council officers continue to convene the Family Violence Prevention network.
An evaluation of Moreland’s activities to increase participation of females as players and leaders in local sport clubs has been undertaken and informs an annual action plan currently being developed to guide future initiatives.

In partnership with North West Metro Cricket Association, a workshop was conducted to support the junior girls’ coordinators in May 2018 and in partnership with the Essendon District Football League, two ‘Girls Rule’ Aussie Rules Workshops were conducted (March 2018 and June 2018) for the coordinators of junior girls’ football.

**LGBTIQ**

In collaboration with the Northern Metro Council Network, Council took part in, and funded, Midsumma activities. Council also partnered with Merri Health, Fawkner Police and local schools in relation to the IDAHOBIT event held in May 2018.

Two inclusion training programs were delivered for staff through Transgender Victoria. Four staff lunchbox sessions sought to provide a safe setting to ask questions and learn from colleagues working in or who have shared knowledge in this space.

A safe space community forum (conducted through consultants Proud to Play) took place in June 2018.

Inclusive forms project (still underway) is reviewing what questions are relevant and appropriate in Council surveys, admission forms, criteria for employment, advisory groups, applications and more.

All new parent support groups with Maternal Child Health services have commenced reviewing how to increase participation for diverse gender parents.

**Emerging issues**

From January 2016 the State Government introduced the Child Safe Standards in Victoria, with a phased implementation across organisations over a 2 year period. The Child Safe Standards aim to:

- Promote the safety of children;
- Prevent child abuse; and

To ensure organisations and businesses have effective processes in place to respond to and report all allegations of child abuse.

From 1 July 2017 The Commission of Children and young people in Victoria has introduced a Reportable Conduct Scheme to oversee allegations of child abuse and misconduct. Council is required to be compliant with the Scheme by January 2019 and has developed policy and procedures and is providing training to all staff regarding both the Child Safe Standards and the Reportable Conduct Scheme.

The Friends of Aileu, the East Timor Partnership Project of Moreland and Hume City Councils During 2017/2018 the Partnership:

- Delivered a forum on gender equity for visiting Timor-Leste public servants, delivered as part of a professional development program sponsored by the Victorian Government;
- Contributed support for Aileu Municipal Health authorities and the Uma Ita Nian Parish Clinic for their maternal and child health, nutrition, community based rehabilitation and disability workshop programs;
- Worked with Aileu schools and teachers, supported an innovative study and community awareness program for senior students on healthy living, and exploring opportunities to develop relationships between schools in Moreland, Hume and Aileu;
- Supported The Aileu Resource and Training Centre’s science and reading contest, village farmer led reforestation and community garden projects and annual Aileu Expo of traditional culture and products.
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Name</strong></td>
<td>Coburg Square – Oversight Committee (the Committee)</td>
</tr>
<tr>
<td><strong>2. Classification</strong></td>
<td>Internal</td>
</tr>
<tr>
<td><strong>3. Delegation</strong></td>
<td>Nil. Provides advice to Council and Delegated Officers</td>
</tr>
<tr>
<td><strong>4. Scope</strong></td>
<td>The Coburg Square – Oversight Committee provides an oversight role on the re-design and Integrated Development Opportunity (IDO) of Coburg Square to align with the Level Crossing Removal Authority’s (LXRA) removal of the Bell Street and Moreland Road level crossings. The Committee will provide advice and guidance about: - Council’s minimum requirements for Coburg Square development - Integrated Development Opportunity (IDO) options The Oversight Committee will advise Council on the merits of the project and chosen scope and project process, discuss issues and opportunities ahead of Council decisions.</td>
</tr>
<tr>
<td><strong>5. Membership and chairperson</strong></td>
<td>The Committee will be chaired by the Mayor. Memberships will comprise of one Councillor from each of the following ‘Councillor Responsible For’ areas: - Economic Development; - Urban Planning; - Transport and Infrastructure; And - Any other Councillor appointed by Council to the Committee; - Chief Executive Officer; - Director Planning and Economic Development; and - Manager Places or Strategic Property Development Officer.</td>
</tr>
<tr>
<td><strong>6. Current or anticipated role of staff member(s)</strong></td>
<td>Specialist Council officers and/or consultants may be invited to attend meetings on an as needs basis. The role of Council officers and/or consultants in relation to the Committee is to provide information to ensure comprehensive discussion and seek timely feedback on development options, including required legal agreements and discussion of project constraints.</td>
</tr>
</tbody>
</table>

D18/329966
7. **Meeting frequency**

Monthly (noting there may be a requirement to meet more frequently should urgent matters arise, including at the request of the LXRA).  
Duration: The Oversight Committee will operate from September 2018 to April 2019.

8. **Timeline for involvement**

Meeting duration: Up to 1.5 hours  
Time outside meetings: Agendas, meeting minutes and any reports will be sent out one week prior to the meeting.

9. **Accountability of committee and committee members**

Committee members are encouraged to review any materials prior to the meetings.  
The Committee is accountable to provide advice and feedback on the project scope as set out in Section 4 of this Terms of Reference.

10. **Reporting requirement**

Action based minutes will be taken at meetings and provide the basis for a report from Committee to Council to be included in the monthly Governance Report considered at Council Meetings.  
Reports, presentations and submissions will be presented to Council as required to support decision-making.

11. **Any other relevant information**

Agendas and minutes for this meeting will be prepared by the Places Team.  
In accordance with the *Local Government Act 1989*:  
- Meetings of the Committee will be Assemblies of Councillors and reported to Council;  
- Committee members will be required to disclose any conflicts of interest.

12. **Confidentiality**

Members will be required to sign LXRA and The Coburg Initiative confidentiality deeds.  
It is recognised that members will need to discuss issues and/or decisions with other Moreland Councillors and Council officers. It is not the purpose of this confidentiality clause to prevent this from occurring, but to protect individual members from being quoted out of context.  
Meeting materials, including agendas and minutes, of the working group may be designated confidential. Therefore, release of Committee papers or correspondence can only be made with the approval of Council.  
All documents should be kept secure to ensure that confidentiality is maintained.
13. Communication

All communications regarding all activities of the Committee and project will be made in accordance with confidentiality deeds and Council decisions.

Members are responsible for:
- Ensuring no breaches of the confidentiality deeds to occur.
- Ensuring no unauthorised media statements, press releases or responses to media queries are made.

14. Contact details of committee

Kathy Panjari (Manager Places)
kpanjari@moreland.vic.gov.au
9240 2380

Committee Support:
Brohny Croft (Places Project Officer)
bcroft@moreland.vic.gov.au
9240 1106

15. Approval date

12 September 2018
Executive Summary

Council has a strong commitment in providing its community with sporting and recreational facilities and opportunities, encouraging them to stay active to improve their health and wellbeing outcomes.

Council’s Allocation and Use of Sporting Facilities, Grounds and Pavilions Policy (the Policy) supports participation in team based sports and provides a framework for the seasonal allocation of sporting grounds and pavilions to clubs through a tenancy agreement.

Facilities are allocated to clubs with sound governance structures, open membership for men, women and juniors, have elected committees and a demonstrated commitment to social responsibility, as well as participation in any club development program required by Council.

A key part of the Policy is sporting clubs’ compliance with fielding junior teams and a minimum of one female team. In the 2018 winter and annual seasons, all clubs complied with fielding a junior male team, and a further 71% of these clubs fielded a female team in either junior or senior age groups. Officers have been working with the clubs not yet compliant with fielding a female team. State Sporting Associations (SSA’s) have, and will continue, to provide support, direction and advice in conjunction with Council officers to ensure compliance by the winter 2019 allocation period.

For Summer 2018/2019 all clubs have registered a junior team, with 10 of the 12 cricket clubs (83%) also anticipating fielding female teams. There is one cricket club that officers are monitoring and working closely with to help ensure they are compliant with fielding a junior team. In conjunction with SSA’s, clubs and Council officers continue to work with all clubs, both collectively and individually, to ensure compliance by season 2019/2020 when female teams become compulsory.

Officer Recommendation

That Council:

1. Allocates sports grounds and pavilions for the 2018/2019 summer season to the clubs nominated in Attachment 1 to this report.

2. Notes that any club owing ground or pavilion fees from previous seasons, or with outstanding utility fees, will not be offered summer 2018/2019 ground allocation until payment is made, or an agreed payment plan is in place, in accordance with the information in Confidential Attachment 2.

3. Notes that clubs will be required to provide all compliance documentation prior to receiving their summer 2018/2019 sports ground seasonal allocation.

4. Authorises the Director Social Development to make changes to the allocation of facilities for the duration of the 2018/2019 summer season as required.

5. Notes current junior and female participation levels at sports clubs contained within this Summer 2018/2019 Sports Ground Tenancy Allocations report.
1. Policy Context

Council’s Allocation and Use of Sporting Facilities, Grounds and Pavilions Policy 2016 (the Policy), together with the Sporting Facilities, Grounds and Pavilions User Guide (the User Guide) provides a framework for the allocation for Council’s sports facilities and outline the terms and conditions of use.

2. Background

Council adopted a revised policy at the February 2016 Council meeting. The Policy, together with the User Guide outlines the terms and conditions of use for Council’s sports facilities.

Priority leasing and allocation of facilities will be given to clubs that:

- Are inclusive of people with disabilities, and actively support juniors, females and people from culturally and linguistically diverse backgrounds (CALD) to participate in recreation;
- Demonstrate participation by Moreland residents;
- Comply with all previous occupancy requirements; and
- Have completed approved capital work projects to the satisfaction of Council.

Clubs providing sport, recreation and physical activity opportunities must develop and demonstrate policies, strategies and active programs that increase the participation, general health and wellbeing of juniors, girls and women.

The Policy states that by March 2019, leasing and allocation of Council facilities will only be provided to clubs whose membership provides the following in their respective sporting codes:

- At least one junior team/side;
- At least one female team/side;
- Registered sport association development programs; and
- Female representation on club committee and/or board.

3. Issues

Capacity of Moreland’s sporting grounds

Tenancy and allocation applications are firstly considered in relation to the capacity of Moreland’s sporting grounds, and secondly with respect to the club’s compliance with the Policy.

As with previous seasons, Council’s facilities (grounds and pavilions) are being fully utilised/occupied. With capacity maximised and no new facilities available, Council officers are mindful to ensure allocations do not exceed ground capacity.

Excessive allocations result in overused and damaged playing surfaces. This creates unsafe playing conditions and leads to temporary ground closures, which can impact upon club utilisation in the medium term and create additional maintenance requirements to bring back to the appropriate standards.
Sporting ground and pavilion allocation policy compliance - summer 2018/2019

A list of 14 clubs applying for a summer 2018/2019 sports ground and pavilion allocation is at Attachment 1 along with the participation levels of genders in juniors and seniors including numbers of teams each club has. This data is requested as part of each club’s tenancy application prior to season starting so is subject to change as registration days are held, training resumes and the season starts.

The Policy was updated in February 2016 to include a requirement for at least one female team. Not all clubs have been compliant with this, however a three year period was granted to clubs to undertake female team development. The minimum requirement is for clubs to field a junior female team by season 2019/2020.

This season all cricket clubs will field at least one junior team, however, Council officers have concerns with Pascoe Vale Central Cricket Club achieving this due to not fielding junior teams in 2017/2018.

Moreland’s cricket clubs have been working hard in the off-season to establish female teams. For the upcoming 2018/2019 summer season, all 12 cricket clubs expressed a commitment to establishing a female team as part of each club’s tenancy application. Officers have been in liaison with cricket associations and 10 of the current 12 cricket clubs (83%) look likely to establish female teams which is encouraging for next season when registered female teams become mandatory as per the Policy.

The two clubs that Council has concerns with regarding female teams are:

- Oak Park Cricket Club – JP Fawkner Reserve East; and
- Pascoe Vale Central Cricket Club – Oak Park Reserve.

Officers, in partnership with state sporting associations, will continue to work with the two clubs that are not currently compliant with fielding female teams to support their ability to meet the Policy requirements and become fully compliant by 2019/2020. As a minimum, clubs must have a registered junior or senior female team for the 2019/2020 summer season to comply with the Policy.

The North West Metropolitan Cricket Association (NWMCA) will again be staging an Under 13 and Under 15 female competition and expanding to include an Under 11 competition, providing more opportunities and pathways for females to participate in cricket. Cricket Victoria and the Victorian Turf Cricket Association (VTCA) will also continue to offer open-age female competitions.

Pascoe Vale Central Cricket Club

Pascoe Vale Central Cricket Club (PVCCC) has been, historically, allocated facilities at Oak Park Reserve. Over the past 18 months, Council has been completing an upgrade of this facility, including a new $2.6 million sporting pavilion. The official opening is scheduled to be held on 17 October 2018.

Officers are concerned with the club’s ability and likelihood to meet the Policy with respect to fielding a junior team. In season 2017/2018, the club indicated four junior teams would be registered and play at the club as per the previous season. By December 2017, Officers identified that all four junior teams did not eventuate. When this was raised with the club, representatives advised that competing sports resulted in these teams not taking the field.

PVCCC’s 2018/2019 tenancy application indicates it plans to field two junior teams this season in the NWMCA. Officers are working with the NWMCA to confirm team and player registrations for all clubs including PVCCC. The NWMCA fixtures start for seniors on Saturday 6 October and juniors on Friday 12 October. The NWMCA accepts player registrations throughout the season. A registration of a team does not guarantee that they will field that team as players are yet to register.
Council provided support and recommendations at a meeting held in May 2018. Furthermore, the PVCCC and Council officers met again on the 23 August 2018 to discuss their allocation application. The PVCCC acknowledged that no work had been done to ensure player registration. At this meeting, the PVCCC presented Council with the following information as to the steps the club is taking to become compliant with the Policy:

- Verbal commitment to fielding junior teams;
- Appointment of junior and a female coordinator;
- Creation of an action plan;
- Updating website and social media;
- Actively promoting female cricket;
- Working in partnership with NWMCA and Cricket Victoria;
- More open and proactive communication with Council.

Officers are recommending that the PVCCC be allocated a facility on a casual basis to begin the season, with conditions requiring evidence of sustainable junior teams be provided. This evidence to be provided must be in the form of confirmed fixtures, results and player details. Should the club not field junior teams, it will be considered non-compliant and a casual allocation will remain for the rest of the season. Should the club successfully establish junior teams, the casual allocation will revert to a seasonal allocation.

**North Brunswick Rosebank Cricket Club**

North Brunswick Rosebank Cricket Club did not submit a tenancy application by the nominated closing date. Council officers attempted to contact the club but have not received any response. It is noted that this club receives an allocation in Darebin City Council to host senior and junior games.

**Season 2018 winter and annual tenancy allocations review**

For the winter/annual season of 2018, Council allocated facilities to 31 clubs. The following provides a snapshot of the standing of the 31 clubs with respect to junior and female participation as at August 2018:

<table>
<thead>
<tr>
<th>Number of clubs winter and annual allocations</th>
<th>Number of clubs fielding senior teams</th>
<th>Number of clubs fielding junior male teams</th>
<th>Number of clubs fielding junior or senior female teams</th>
</tr>
</thead>
<tbody>
<tr>
<td>31</td>
<td>31</td>
<td>31</td>
<td>22</td>
</tr>
</tbody>
</table>

The following clubs did not field a female team in 2018. The steps these clubs are taking to work towards supporting female sport by winter 2019 include:

- Coburg Football Club at City Oval – has met with Council, appointed Junior Coordinator, attended forums, held girls ‘come and try’ clinics;
- Coburg City Football Club at DeChene Reserve – has met with Council, added females to committee, positive signs for junior girls team in 2019;
- Hadfield Football Club at Martin Reserve – has met with Council, attended forums and workshops, held junior girls skills sessions at Martin Reserve during 2018;
- Northern Saints Football Club at Mutton Reserve – has met with Council and been very proactive, attended forums and workshops, conducted a 10 week girls clinic during 2018;
- North Brunswick Football Club at Allard Park – has attended workshop, senior and junior clubs are working closely together, appointed two people to coordinate female football, held a female football ‘come and try’ night at club with 27 attendees;
- Moreland United FC at Moomba Park – has met with FFV and Council, completed FFV club engagement program, appointed two female coordinators to committee;
• Glenroy Lions (Sporting Moreland) at Wallace Reserve – tried for senior Women’s team for 2018 (not successful), free girls clinics held during season, offering free registration for under 12 girls for 2019;
• Brunswick Lacrosse Club at Fleming Park – has female participation but no registered female teams;
• North Coburg Rebels Baseball Club at Parker Reserve – has female participation, both junior and senior age-groups, but no registered female teams.

Winter/annual 2019 allocations planning
Due to the small number of non-compliant clubs remaining, Officers can provide one on one support to meet and work with those who intend to apply for a winter and annual season allocation. Work is being done now to ensure the clubs understand the Policy including the requirements of fielding junior teams, female teams, running registered sport association development programs and having female representation on the club committee.

In partnership with the State Sporting Associations, clubs are being supported to update their strategic plans to include female participation both on and off the ground and how to advertise and promote themselves now before the season commences. Clubs that fail to register a female team in season 2019 will be considered non-compliant and Council will reserve the right not to allocate facilities for that season.

Summer 2019/2020 allocations planning
This 2018/2019 season is the last of the 3 year moratorium for clubs to establish female teams. Due to the small number of non-compliant clubs remaining, Council officers have considerable time working one on one with each club to provide strategic support to update plans to include female teams and female representation on their committee.

In partnership with the state and local cricket associations, clubs are being well supported to conduct school clinics and prepare to implement the entry level development programs. Season 2018/2019 is looking very promising for these clubs to have female teams for the first time in the club’s history. Monitoring of clubs will continue throughout the season to ensure female sport is genuinely supported both on and off the field.

Should any club fail to register and retain a female team by season 2019/2020, the Policy indicates that they will be considered non-compliant and Council will reserve the right not to allocate facilities for that season.

Human Rights Consideration
The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. Consultation
Recreation Services has consulted all relevant sporting bodies including Cricket Victoria, Victorian Turf Cricket Association, North West Metropolitan Cricket Association and the Victorian Sub District Cricket Association in the preparation of this report.

Internal consultation has been undertaken between the Recreation Services and Open Space units to confirm the allocation of facilities.

5. Officer Declaration of Conflict of Interest
Council officers involved in the preparation of this report have no conflict of interest in this matter.
6. **Financial and Resources Implications**

The projected fees and charges income for the 2018/2019 summer sports ground and pavilion rental is $96,914.05.

7. **Implementation**

Following Council’s decision, clubs will receive written confirmation of their allocation within 14 days.

**Attachment/s**

   D18/319013
   D18/319109

*Pursuant to sections 77(2)(c) and 89(2)(h) this attachment has been designated as confidential by the Chief Executive Officer because it relates to any other matter which the Council or special committee considers would prejudice the Council or any person.*
### Summer Sports Ground Allocations 2018-2019

<table>
<thead>
<tr>
<th>Club</th>
<th>Venues to be allocated</th>
<th>Allocation of Sporting Facilities, Grounds and Pavilion Policy compliance</th>
<th>Documentation required for allocation*&lt;br&gt;*(as at time of report)</th>
<th>Affiliated Association</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Junior development program</td>
<td>Juniors</td>
<td>Jumior teams</td>
</tr>
<tr>
<td></td>
<td>Training grounds</td>
<td>Match grounds</td>
<td>Male</td>
<td>Female</td>
</tr>
<tr>
<td>Brunswick Cricket Club</td>
<td>Gilpin Oval</td>
<td>Holbrook Reserve</td>
<td>Junior Blasters</td>
<td>105</td>
</tr>
<tr>
<td>Coburg Cricket Club</td>
<td>City Oval</td>
<td>Hahndorf Reserve</td>
<td>Junior Blasters</td>
<td>130</td>
</tr>
<tr>
<td>East Coburg Cricket Club</td>
<td>Braeside Reserve</td>
<td>Braeside Reserve</td>
<td>Junior Blasters</td>
<td>80</td>
</tr>
<tr>
<td>Fawkner Netball Club</td>
<td>Mutton Reserve Netball Courts</td>
<td>Mutton Reserve Netball Courts</td>
<td>Net Set Go</td>
<td>0</td>
</tr>
<tr>
<td>Halp Fawkner Cricket Club</td>
<td>Mutton Reserve</td>
<td>Mutton Reserve East</td>
<td>Junior Blasters</td>
<td>100</td>
</tr>
<tr>
<td>Glenroy Cricket Club</td>
<td>Sewell Reserve</td>
<td>Sewell Reserve</td>
<td>Junior Blasters</td>
<td>30</td>
</tr>
<tr>
<td>Pascoe Vale Hadfield Cricket Club</td>
<td>Raburn Reserve</td>
<td>Martin Reserve</td>
<td>Junior Blasters</td>
<td>95</td>
</tr>
<tr>
<td>North Brunswick Reservoir Cricket Club</td>
<td></td>
<td>Did not submit tenancy application</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oak Park Cricket Club</td>
<td>JP Fawkner East Reserve</td>
<td>JP Fawkner East Reserve</td>
<td>Junior Blasters</td>
<td>36</td>
</tr>
<tr>
<td>Park Panthers Netball Club</td>
<td>Cole Reserve Netball Courts</td>
<td>Cole Reserve Netball Courts</td>
<td>Net Set Go</td>
<td>0</td>
</tr>
<tr>
<td>Pascoe Vale Central Cricket Club</td>
<td>Oak Park Reserve (casual allocation)</td>
<td>Oak Park Reserve</td>
<td>Junior Blasters</td>
<td>30</td>
</tr>
<tr>
<td>Pascoe Vale United Cricket Club</td>
<td>Cook Reserve</td>
<td>Cook Reserve West</td>
<td>Junior Blasters</td>
<td>40</td>
</tr>
<tr>
<td>St Andrews Pascoe Vale Cricket Club</td>
<td>Cole Reserve</td>
<td>Cole Reserve North</td>
<td>Junior Blasters</td>
<td>45</td>
</tr>
<tr>
<td>St Francis de Sales Cricket Club</td>
<td>JP Fawkner West Reserve</td>
<td>JP Fawkner East Reserve</td>
<td>Junior Blasters</td>
<td>60</td>
</tr>
<tr>
<td>West Coburg Cricket Club</td>
<td>Shore Reserve</td>
<td>Morris Reserve</td>
<td>Junior Blasters</td>
<td>157</td>
</tr>
</tbody>
</table>

*Highlighted: No Female Participation*
Executive Summary

Since the 1970s, Melbourne Airport has been Victoria’s primary international gateway with curfew free operation for air freight exporters and air passengers. The airport is approximately 23 kilometres from the centre of Melbourne and is currently only accessible via the Tullamarine Freeway and Airport Drive.

As required by the Airports Act 1996, Melbourne Airport has prepared a 2018 Preliminary Draft Master Plan (Draft Master Plan), which sets the strategic direction for the airport over the next five years. The Draft Master Plan provides a plan for the future development of the airport and immediate surrounds, including an outline of the intended future uses of the site. It also continues to include plans for a third runway and a specific runway development plan, which will be publicly exhibited later this year.

The Draft Master Plan, which can be viewed at https://my.melbourneairport.com/masterplan) was released to the public for comment in July 2018, with submissions closing on 8 October 2018.

This purpose of this report is to recommend endorsement of the submission to the Draft Master Plan shown at Attachment 1, which includes general support for the vision and strategic direction outlined in the plan on the basis that the future operations need to be balanced and appropriately managed with the increase in the surrounding resident population.

Specifically, the submission seeks that any forthcoming runway development plan for Melbourne Airport is complemented by further investigation to determine how the airspace will be accessed and any consequential impacts to neighbouring communities.

The submission also notes the extensive modelling work undertaken by Melbourne Airport and Airservices Australia to align the short term future noise generating operations of the airport to avoid sensitive residential areas.

As part of the planning for the strategic direction of the Melbourne Airport, the submission to the Draft Master Plan also highlights that consideration should also be given to limiting noise sensitive uses in the areas surrounding the airport when the ultimate runway configuration has been constructed.

Potential noise forecasting to 2048 shows areas in the north of Moreland that may be exposed to future aircraft movements. The Melbourne Airport Environs Overlay (MAEO), is the most appropriate planning control used to limit noise-sensitive uses and the impacts of aircraft noise on development. It is recommended that when State Planning Minister updates the MAEO after the finalisation of the Master Plan, the overlay is extended to apply to the areas in Moreland that will potentially be exposed to additional noise.

Officer Recommendation

That Council endorses the submission to the 2018 Preliminary Draft Master Plan for Melbourne Airport, at Attachment 1 to this report, and submits it to Melbourne Airport and the State Planning Minister.
1. **Policy Context**

   **Federal legislation**
   
   The *Airports Act 1996* requires all federally leased airports to prepare a master plan every 5 years to guide the future growth and development of the airport over the next 20 years.
   
   The current Melbourne Airport Master Plan was prepared in 2013 and forms the base direction for the 2018 Preliminary Draft Master Plan (Draft Master Plan).

   **State and local legislation**
   
   The Victoria Planning Provisions include an objective which requires the role of Victoria’s airports to be strengthened within the State’s economic and transport infrastructure, facilitate their siting and expansion and protect their ongoing operation.
   
   Specific to the Melbourne Airport, strategies to achieve the objective are as follows:
   
   - Protect the curfew-free status of Melbourne Airport and ensure any new use or development does not prejudice its operation.
   - Ensure any new use or development does not prejudice the optimum usage of Melbourne Airport.

2. **Background**

   The first strategy for the Melbourne Airport was prepared in 1990. This strategy originally identified the need for an ultimate four runway configuration and the need for an express rail service from the city to the airport.
   
   Since the first strategy there have been four further iterations of airport master plans building upon the strategic direction from the first.
   
   The Draft Master Plan continues the development of the long-term solutions identified in the 2013 Master Plan. This includes the preferred alignment of the third runway orientation (from the east to west).

3. **Issues**

   While officers are generally supportive of the vision and strategic direction of the Draft Master Plan, the following two key matters are proposed to be put forward for Melbourne Airport and the State Planning Minister’s consideration.

   **Forthcoming runway development plan**
   
   Whilst previous master plans foreshadowed the delivery of the third runway between 2018 and 2022, Council officers recommend that Council withholds its full support for the establishment of the new runway until further detailed information on the proposed preliminary airspace design is finalised.
   
   In developing the appropriate flight paths for the new third runway, the interactions with the Essendon Airport operations and flight paths were further investigated. As a result there have been some changes to the indicative flight paths from the 2013 Melbourne Airport Master Plan.
   
   Whilst it is acknowledged that the new runway is required infrastructure that will cater for projected demand and growth at Melbourne Airport over the next 20 years, the ultimate impacts of the changes are yet to be understood.
   
   The development plan for the third runway will provide further detailed information on the proposed preliminary airspace design and is due to be released by Melbourne Airport for public comment later this year.
Officers will review and provide comment when the runway development plan is released for public comment, particularly how the development will address any consequential impacts to the Essendon Airport and Moreland residents.

**Appropriate use of the Melbourne Airport Environs Overlay**

The draft submission at Attachment 1 seeks an appropriate planning scheme overlay be applied to properly manage the effects of the ultimate four runway configuration and to protect the rights and amenity of current and future residents in Moreland.

Currently, the National Airports Safeguarding Framework requires that long term noise impacts are considered in strategic planning decisions only, where there is potential for future communities to be unnecessarily exposed to aircraft noise. For greater transparency, it is recommended that areas identified as having potential noise exposure as a result of future airport operations should be included in the Melbourne Airport Environs Overlay (MAEO).

Mitigating adverse community impacts whilst balancing aviation operations for a curfew free airport is a key challenge. The Draft Master Plan identifies areas where Melbourne Airport’s forecast aircraft noise exposure contours (ANEF) will apply to 2048. These contours align with the flight paths in use when an airport is operating at its ultimate future capacity. In applying the MAEO to these areas, future planning to limit noise-sensitive uses and impacts of aircraft noise on development through measures designed to minimise the noise should apply.

The forecast population expected to reside within Moreland by 2036 is 228,495 people which is an increase of 56,337 and 33% from 2016 (Source: id Consulting, Moreland Population and Household Forecasts 2016 to 2036). The housing densities surrounding the airport have increased over time consistent with metropolitan Melbourne planning policy to encourage housing within proximity to public transport and retail services. In Moreland, this has occurred in the absence of an Airport Environs Overlay to prevent these developments from future noise exposure or mitigate any impacts. The safeguarding of these areas is addressed via separate guidelines prepared by the Federal Government for managing the risk in public safety zones at the end of runways.

As part of the planning for the strategic direction of the Melbourne Airport, consideration should also be given to limiting noise sensitive uses from the areas surrounding the airport for a time beyond 2048 when the ultimate runway configuration has been constructed. The MAEO, is the most appropriate planning control used to limit noise-sensitive uses and the impacts of aircraft noise on development. The draft submission at Attachment 1, recommends that when State Planning Minister updates the MAEO after the finalisation of the Master Plan, that the overlay is extended to apply to the areas in Moreland that will be exposed to additional noise.

**Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. **Consultation**

The draft submission has been prepared by Council officers from the Strategic Planning Unit and Strategic Transport Unit.

As required by the Airport Act 1996, Melbourne Airport has placed the Draft Master Plan on public exhibition for a period of 60 days. This has also included notices in circulating newspapers, information on the Melbourne Airport website and 4 community sessions.
5. **Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. **Financial and Resources Implications**

There have been no significant resource implications associated with Council officers preparing the submission to the Draft Master Plan.

7. **Implementation**

Submissions on the Draft Master Plan are due on 8 October 2018.

Submissions will be processed until November 2018 and the final Master Plan will be submitted to the Federal Minister by December 2018.

The Master Plan is due to be implemented between 2019 and 2023.

The Runway Development Plan is due to be publicly exhibited later this year.

In accordance with the requirements of the *Airports Act 1996*, the Essendon Airport is due to review its Master Plan and seek public comment later this year.

**Attachment/s**

1. Submission - 2018 Preliminary Draft Melbourne Airport Masterplan   D18/321429
Ms Romy Collier  
Manager of Statutory Planning  
Melbourne Airport  
Locked Bag 16  
TULLAMARINE VIC 3043

Dear Ms Collier

SUBMISSION - 2018 PRELIMINARY DRAFT MELBOURNE AIRPORT MASTER PLAN

Thank you for the opportunity to provide comment on the 2018 preliminary draft Melbourne Airport Master Plan. Moreland City Council acknowledges the detailed modelling work by Melbourne Airport and Airservices Australia to align the future noise generating operations of the airport to avoid sensitive residential areas.

Council is generally supportive of the vision and strategic direction outlined in the draft Master Plan. However, a key determinant will be how the future operations of the airport are balanced and appropriately managed with the increase in the surrounding resident population. In particular, the following two key matters have been put forward for Melbourne Airport’s consideration.

Forthcoming runway development program

Whilst previous Master Plans foreshadowed the delivery of the third runway between 2018 and 2022, Council withholds its full support for the establishment of the new runway until further detailed information on the proposed preliminary airspace design is understood.

In developing the appropriate flight paths for the new third runway, the interactions with the Essendon Airport operations and flight paths were further investigated. As a result there have been some changes to the indicative flight paths from the 2013 master plan.

Whilst it is acknowledged that the new runway is required infrastructure that will cater for projected demand and growth at Melbourne Airport over the next 20 years, the ultimate impacts of the changes are yet to be fully resolved.

The development plan for the runway development program will provide further detailed information on the proposed preliminary airspace design and further comments will be provided when the plan is released for public comment later this year.
Appropriate use of the Melbourne Airport Environ Overlay

Currently, the National Airports Safeguarding Framework requires that long term noise impacts are considered in strategic planning decisions only, where there is potential for future communities to be unnecessarily exposed to aircraft noise. For greater transparency, it is recommended that areas identified as having potential noise exposure as a result of future airport operations should be included in the Melbourne Airport Environ Overlay (MAEO) when these impacts are identified.

Mitigating adverse community impacts whilst balancing aviation operations is of paramount importance to Moreland. The Draft Master Plan and Melbourne Airport Noise Tool identifies areas where Melbourne Airport’s forecast aircraft noise exposure contours (ANEF) will apply to 2048.

The forecasted population expected to reside within Moreland by 2036 is 228,495 people which is an increase of 56,337 and 33% from 2016 (Source: id Consulting, Moreland Population and Household Forecasts 2016 to 2036). The housing densities surrounding the airport have increased over time consistent with metropolitan Melbourne planning policy to encourage housing within proximity to public transport and retail services. In Moreland in particular, this has occurred in the absence of an Airport Environ Overlay to prevent these developments or mitigate any impacts.

As part of the planning for the strategic direction of the Melbourne Airport, consideration should also be given to safeguarding the areas surrounding the airport for a time beyond 2048 when the ultimate runway configuration has been constructed.

It is understood that the MAEO will be updated after the finalisation of the Master Plan by the State Planning Minister. Council recommends that the MAEO be extended to apply to areas identified in the 2048 24 hour N60 noise exposure levels.

If you have any further queries regarding this please contact Sue Vujcevic, Acting Director Planning and Economic Development via email svujcevic@moreland.vic.gov.au or telephone 03 9240 1245.

Yours sincerely

Cr John Kavanagh
MAYOR

DATE
Executive Summary

Council has a strategic cycling route from Coburg to Glenroy. A section of that route travels via Cumberland Road, Pascoe Vale (between Eddie Street to Kent Road). Cumberland Road is a VicRoads arterial road.

The Victorian Cycling Strategy is to prioritise Strategic Cycling Corridors (SCC) for investment. Following the review of the SCC, Cumberland Road is planned to be upgraded from the Principal Bicycle Network to the SCC in the current draft.

Council and the Moreland Bicycle User Group have lobbied VicRoads to construct protected bicycle lanes on Cumberland Road for a number of years.

The State Government has announced that protected bicycle lanes on Cumberland Road have been funded over the next 2 years. VicRoads has indicated the design and scope of the project is still under development and the project could include protected bicycle lanes further north to Boundary Road.

VicRoads is seeking Council’s support for the installation of protected bicycle lanes that would require the removal of on street parking.

Council has undertaken a parking survey on Cumberland Road between Eddie Street and Boundary Road, (details included at Attachment 3) to measure the likely effect of removal of parking. The parking survey revealed that parking occupancy peaked at 41% during the day, and was 13 to 15% at 6 am. Additionally, all residential properties have off-street parking.

The parking survey revealed that parking could be removed on one side of the road while maintaining a suitable level of current on-street parking.

Areas in the survey that had more than 50% occupancy have had follow up inspections. It was found that there is available parking in the adjacent side streets to cater for any displaced vehicles. Additionally, the installation of protected bicycle lanes would reduce the community’s dependence on cars, which is in line with the Moreland Integrated Transport Strategy (MITS), and current draft of the updated MITS.

Council officers have developed a cross section, shown at Attachment 2, that has protected bicycle lanes and parking on one side of the road. The design allows protected bicycle lanes, sufficient width for a street sweeper, a buffer to keep cyclists outside of the door zone, and a traffic lane width that supports the 513 bus route. This design is officer’s recommended cross section. VicRoads has indicated that this design better suits their aim to protect venerable road users.

Officer Recommendation

That Council:

1. Supports the removal of on-street parking on one side of Cumberland Road, Pascoe Vale, between Olive Grove and Boundary Road, to facilitate the installation of protected bicycle lanes by VicRoads.

2. Requests VicRoads to maintain the pedestrian refuge islands Cumberland Road, Pascoe Vale as a part of the design for the installation of protected bicycle lanes between Olive Grove and Boundary Road.

3. Requests VicRoads to consult with the local community, the Moreland Bicycle User Group, and the operator of the 513 Bus Route, prior to finalising the design for the installation of protected bicycle lanes in Cumberland Road, Pascoe Vale.
1. **Policy Context**

Moreland’s Integrated Transport Strategy (MITS) and Bicycle Strategy outlines Council’s commitment to promoting sustainable transport (such as cycling), and improving road safety.

During consultation for the draft MITS, it was revealed that lack of bicycle facilities was a barrier for people to cycle.

The Parking Management Policy ranks safety as the highest priority in both commercial and non-commercial areas.

2. **Background**

Council has a recommended cycling route from Coburg to Glenroy ([Attachment 4](#)). A section of the planned route travels via Cumberland Road between Olive Grove and Kent Road in Pascoe Vale.

Cumberland Road is a VicRoads arterial road that also carries Bus Route 513.

Moreland, in collaboration with the Moreland Bicycle User Group, developed a concept plan to advocate to VicRoads to install protected bicycle lanes ([Attachment 1](#)) on this section of Cumberland Road.

Historically, VicRoads has not considered removing on-street parking to support bicycle infrastructure. As such, the design was developed without affecting on-street parking.

On 1 May 2018, the Minister for Roads and Road Safety, Luke Donnellan MP, announced there will be a new on-road bicycle path for Cumberland Road, linking Glenroy and Coburg.

VicRoads has contacted Council advising it is currently developing the design to install protected bicycle lanes in Cumberland Road, Pascoe Vale. The current scope of the works are from Olive Grove to Kent Road however, may extend further north to Boundary Road.

The Road Management Act 2004 provides Council is responsibility for managing parking controls (except clearways). VicRoads has requested Council’s approval for the removal of parking on Cumberland Road, Pascoe Vale to install protected bicycle lanes.

3. **Issues**

**Cumberland Road design options**

A concept design was developed to support Moreland’s advocacy for bicycle infrastructure. The concept shows that protected bicycle lanes could be achieved. However, the concept has some issues as it attempted to accommodate protected bicycle lanes while keeping all other current uses. Some of these issues include:

- The bus operator would be unlikely support 3 metre wide traffic lanes;
- The both bicycle lanes are within the ‘door zone’ for passengers exiting a vehicle;
- Council does not have a street sweeper that can fit in a 1.5 metre wide lane; and
- The parking lane is 0.1 metres narrower than the typical 2.1 metre width.

Given the above issues, officers have designed a new cross section ([Attachment 2](#)) that has protected bicycle lanes, and maintains on street parking on one side of the road.
The key features of the design include:

- Protected bicycle lanes on both sides of the road;
- Correctly dimensioned parking lane on one side of the road;
- The parking could alternate sides to best suit the needs of the area;
- 3.4 metre wide traffic lane that caters for the bus;
- 0.8 metre buffer to ensure cyclists are outside of the ‘door zone’; and
- Sufficient width for the street sweeper.

Parking occupancy survey

Council arranged a parking survey (Attachment 3) to better understand the impacts of the removal of the parking on Cumberland Road. The survey was undertaken from Wednesday 25 July to Saturday 28 July 2018. The key findings of the survey were:

- The highest occupancy for the length was 41% at 11 am on Thursday;
- Parking occupancy at 6 am was 13-15%. This shows that overnight residential parking rates are low; and
- All properties on Cumberland Road have off street parking.

These results show that on-street parking on Cumberland Road is being utilised however the removal of parking on one side of the road would have limited impact on the length surveyed. It is acknowledged that some sections of Cumberland Road experience higher occupancy rates, however these vehicles could be accommodated in side streets. Additionally, improving cycling infrastructure would reduce the reliance on cars. For these reasons, Council officers support the removal of parking on one side of Cumberland Road.

Council officer undertook follow up surveys in adjacent side streets in sections where parking was higher than 50%. The inspection found that there was sufficient on street parking in side streets to accommodate displaced vehicles.

It is acknowledged that the Pascoe Vale Outdoor Swimming Pool and Cole Reserve would attract high number of visitors at certain times of the year. However, it would be inappropriate to design parking supply based on occasional high demand.

Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

4. Consultation

VicRoads will lead the community consultation and engagement and plans to develop an engagement plan and strategy based on VicRoads’ design options.

Council’s Parking Management Policy outlines Council officers’ requirements to modify parking restrictions. In this instance, Council’s consent is required.

5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. Financial and Resources Implications

VicRoads will be funding the development and implementation of the project. Council officers will only be involved in an advisory role.

7. Implementation

VicRoads will be funding the development and implementation of the works. The works are scheduled for design this financial year, with construction in 2019/2020.
## Attachment/s

1. Initial Design Cross Section - Cardinal Road - Protected Bicycle Lanes  
   D18/311286
2. Updated Design Cross Section - Cumberland Road - Protected Bicycle Lanes  
   D18/310703
3. Parking Survey - Cumberland Road (Kent to Boundary) - Protected Bicycle Lanes  
   D18/311023
4. Map - Coburg to Glenroy Bicycle Route  
   D18/312881
# Parking Survey - Cumberland Road (Kent to Boundary)

## Parking Occupancy Survey

**Date:** Wednesday, 25 July 2018  
**Location:** Cumberland Road, Pascoe Vale  
**Weather:** Fine  
**Customer:** Moreland

<table>
<thead>
<tr>
<th>Public Parking (1/3)</th>
<th>Map Ref</th>
<th>Street</th>
<th>Section</th>
<th>Side</th>
<th>Restriction</th>
<th>9:00</th>
<th>11:00</th>
<th>15:00</th>
<th>17:00</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cumberland Rd</td>
<td>From Eddie St To Prospect St</td>
<td>W</td>
<td>Unrestricted</td>
<td>6</td>
<td>2</td>
<td>4</td>
<td>6</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>E</td>
<td>From Prospect St To Pleasant St</td>
<td>W</td>
<td>Unrestricted</td>
<td>7</td>
<td>0</td>
<td>3</td>
<td>7</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>From Pleasant St To Essex St</td>
<td>W</td>
<td>Unrestricted</td>
<td>6</td>
<td>0</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>E</td>
<td>Bus Zone 6am-8pm Mon-Sat, 10am-7pm Sun</td>
<td></td>
<td></td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>E</td>
<td>From Essex St To Coane St</td>
<td>W</td>
<td>Unrestricted</td>
<td>7</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>E</td>
<td>From Coane St To Daley St</td>
<td>W</td>
<td>Unrestricted</td>
<td>6</td>
<td>1</td>
<td>4</td>
<td>3</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>E</td>
<td></td>
<td>E</td>
<td>Unrestricted</td>
<td>9</td>
<td>0</td>
<td>9</td>
<td>7</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Parking Cumberland Road, Pascoe Vale</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>---</td>
<td>---</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From Dynon St To Bendigo St</td>
<td>W</td>
<td>E</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From Bendigo St To Kent Rd</td>
<td>W</td>
<td>E</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From Kent Rd To Boundary Rd</td>
<td>W</td>
<td>E</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PUBLIC CAPACITY</strong></td>
<td>26</td>
<td>194</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PUBLIC OCCUPANCIES</strong></td>
<td>26</td>
<td>194</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PUBLIC % OCCUPANCIES</strong></td>
<td>100%</td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PUBLIC VACANCIES</strong></td>
<td>194</td>
<td>194</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*not available for public parking*
# Parking Survey

## Parking Cumberland Road, Pascoe Vale

### Parking Occupancy Survey

**Date:** Thursday, 28 July 2018  
**Location:** Cumberland Road, Pascoe Vale  
**Weather:** Fine  
**Customer:** Moreland

<table>
<thead>
<tr>
<th>Public Parking (1/3)</th>
<th>Map Ref</th>
<th>Street</th>
<th>Section</th>
<th>Side</th>
<th>Restriction</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Cumberland Rd</td>
<td>From Eddie St To Prospect St</td>
<td>W</td>
<td>Unrestricted</td>
<td>6 3 4 6 6</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>E</td>
<td>Unrestricted</td>
<td>7 0 3 7 4</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>From Prospect St To Pleasant St</td>
<td></td>
<td>W</td>
<td>Unrestricted</td>
<td>5 3 4 5 2</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1/2P 8am-8pm Mon-Fri</td>
<td>2 0 0 2 0</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>E</td>
<td>1/4P 8am-8pm Mon-Fri</td>
<td>4 0 0 2 0</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1P 8am-8pm Mon-Fri</td>
<td>3 0 2 1 1</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1/4P 8am-4pm Mon-Fri</td>
<td>1 0 0 0 0</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>From Pleasant St To Essex St</td>
<td></td>
<td>W</td>
<td>Unrestricted</td>
<td>6 0 0 0 2</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Bus Zone 6am-8pm Mon-Sat, 10am-7pm Sun</td>
<td>2 0 0 0 0</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>E</td>
<td>Unrestricted</td>
<td>7 1 3 0 6</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>From Essex St To Coane St</td>
<td></td>
<td>W</td>
<td>Unrestricted</td>
<td>7 0 2 0 0</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>E</td>
<td>Unrestricted</td>
<td>7 0 0 0 1</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>From Coane St To Daley St</td>
<td></td>
<td>W</td>
<td>Unrestricted</td>
<td>6 1 4 3 2</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>E</td>
<td>Unrestricted</td>
<td>9 0 8 7 2</td>
</tr>
<tr>
<td>From Bendigo St To Kent Rd</td>
<td>W</td>
<td>E</td>
<td>From Kent Rd To Boundary Rd</td>
<td>W</td>
<td>E</td>
<td></td>
</tr>
<tr>
<td>-----------------------------</td>
<td>---</td>
<td>----</td>
<td>-----------------------------</td>
<td>---</td>
<td>----</td>
<td></td>
</tr>
<tr>
<td>Public Capacity</td>
<td>1</td>
<td>1</td>
<td>Public Occupancies</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Public Vacancies</td>
<td>1</td>
<td>1</td>
<td>Public % Occupancies</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>1</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>not available for public parking</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Parking Survey - Cumberland Road (Kent to Boundary) - Protected Bicycle Lanes

### Attachment 3

<table>
<thead>
<tr>
<th>Side</th>
<th>Section</th>
<th>Parking Occupancy</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>From Ede St To Prospect St</td>
<td>6 2 4 6 6</td>
</tr>
<tr>
<td>E</td>
<td>From Prospect St To Pleasant St</td>
<td>7 0 3 7 4</td>
</tr>
<tr>
<td>W</td>
<td>12P Bam-5pm Mon-Fri</td>
<td>5 3 5 6 0</td>
</tr>
<tr>
<td>E</td>
<td>1P Bam-5pm Mon-Fri</td>
<td>2 0 2 1 0</td>
</tr>
<tr>
<td>W</td>
<td>1P Bam-5pm Mon-Fri</td>
<td>2 0 2 1 0</td>
</tr>
<tr>
<td>E</td>
<td>Bas Zone 8am-9pm Mon-Sat, 10am-7pm Sun</td>
<td>6 1 0 1 0</td>
</tr>
<tr>
<td>W</td>
<td>From Prospect St To Casse St</td>
<td>7 0 1 0 1 3</td>
</tr>
<tr>
<td>E</td>
<td>From Casse St To Daly St</td>
<td>7 0 0 4 3 3</td>
</tr>
<tr>
<td>W</td>
<td>Unrestricted</td>
<td>6 0 7 8 0</td>
</tr>
<tr>
<td>E</td>
<td>Unrestricted</td>
<td>6 0 7 8 0</td>
</tr>
</tbody>
</table>

**Public Parking (P)기는**

<table>
<thead>
<tr>
<th>Side</th>
<th>Map Ref Street Map</th>
<th>Cumberland Pl</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>E</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>W</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>E</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>W</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>E</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>W</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>E</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>
## Parking Cumberland Road, Pascoe Vale

<table>
<thead>
<tr>
<th></th>
<th>From</th>
<th>Direction</th>
<th>Unrestricted</th>
<th>8</th>
<th>2</th>
<th>7</th>
<th>5</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Daley St To Bendigo St</td>
<td>W</td>
<td>Unrestricted</td>
<td>10</td>
<td>2</td>
<td>8</td>
<td>7</td>
<td>0</td>
</tr>
<tr>
<td>1</td>
<td>Bendigo St To Kent Rd</td>
<td>E</td>
<td>Unrestricted</td>
<td>26</td>
<td>1</td>
<td>7</td>
<td>5</td>
<td>7</td>
</tr>
<tr>
<td>1</td>
<td>Kent Rd To Boundary Rd</td>
<td>W</td>
<td>Unrestricted</td>
<td>30</td>
<td>4</td>
<td>7</td>
<td>4</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E</td>
<td>Unrestricted</td>
<td>23</td>
<td>6</td>
<td>9</td>
<td>7</td>
<td>5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Data Type</th>
<th>Public Capacity</th>
<th>Public Occupancies</th>
<th>Public Vacancies</th>
<th>Public % Occupancies</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>194</td>
<td>194</td>
<td>194</td>
<td>194</td>
</tr>
<tr>
<td></td>
<td>26</td>
<td>80</td>
<td>76</td>
<td>52</td>
</tr>
<tr>
<td></td>
<td>168</td>
<td>114</td>
<td>118</td>
<td>142</td>
</tr>
<tr>
<td></td>
<td>13%</td>
<td>41%</td>
<td>39%</td>
<td>27%</td>
</tr>
</tbody>
</table>

*not available for public parking*
## Parking Survey - Cumberland Road (Kent to Boundary) - Protected Bicycle Lanes

### Parking Occupancy Survey

- **Date:** Saturday, 28 July 2018
- **Location:** Cumberland Road, Pascoe Vale
- **Weather:** Fine
- **Customer:** Moreland

### Parking Occupancy

<table>
<thead>
<tr>
<th>Public Parking (1/3)</th>
<th>Map Ref</th>
<th>Street</th>
<th>Section</th>
<th>Side</th>
<th>Restriction</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Cumberland Rd</td>
<td>From Eddie St To Prospect St</td>
<td>W</td>
<td>Unrestricted</td>
<td>6 3 6 4 6</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>E</td>
<td></td>
<td></td>
<td>Unrestricted</td>
<td>7 1 2 3 6</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>From Prospect St To Pleasant St</td>
<td>W</td>
<td>Unrestricted</td>
<td>5 2 5 4 0</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>1/2P 8am-6pm Mon-Fri</td>
<td>E</td>
<td>1/2P 8am-6pm Mon-Fri</td>
<td>2 0 2 0 2</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>1/4P 8am-6pm Mon-Fri</td>
<td>E</td>
<td>1/4P 8am-6pm Mon-Fri</td>
<td>4 0 4 2 2</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>1P 8am-6pm Mon-Fri</td>
<td>E</td>
<td>1P 8am-6pm Mon-Fri</td>
<td>3 0 3 2 0</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>1/4P 8am-4pm Mon-Fri</td>
<td>E</td>
<td>1/4P 8am-4pm Mon-Fri</td>
<td>1 1 1 0 0</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>From Pleasant St To Essex St</td>
<td>W</td>
<td>Unrestricted</td>
<td>6 0 6 2 0</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>Bus Zone 6am-8pm Mon-Sat, 10am-7pm Sun</td>
<td>E</td>
<td>Unrestricted</td>
<td>2 0 0 0 0</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>From Essex St To Coane St</td>
<td>W</td>
<td>Unrestricted</td>
<td>7 0 0 0 0</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>E</td>
<td></td>
<td></td>
<td>Unrestricted</td>
<td>7 0 1 0 3</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>From Coane St To Daley St</td>
<td>W</td>
<td>Unrestricted</td>
<td>6 1 5 4 4</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>E</td>
<td></td>
<td></td>
<td>Unrestricted</td>
<td>9 0 3 3 0</td>
</tr>
</tbody>
</table>
## Parking Cumberland Road, Pascoe Vale

<table>
<thead>
<tr>
<th></th>
<th>From</th>
<th>Direction</th>
<th>Restriction</th>
<th>W</th>
<th>2</th>
<th>5</th>
<th>4</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Daley St To</td>
<td></td>
<td>Unrestricted</td>
<td>8</td>
<td>2</td>
<td>5</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>1</td>
<td>Bendigo St</td>
<td>E</td>
<td>Unrestricted</td>
<td>10</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>1</td>
<td>Bendigo St To</td>
<td>W</td>
<td>Unrestricted</td>
<td>26</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>7</td>
</tr>
<tr>
<td>1</td>
<td>Kent Rd</td>
<td>E</td>
<td>Unrestricted</td>
<td>25</td>
<td>4</td>
<td>11</td>
<td>8</td>
<td>9</td>
</tr>
<tr>
<td>1</td>
<td>Kent Rd To</td>
<td>W</td>
<td>Unrestricted</td>
<td>30</td>
<td>5</td>
<td>6</td>
<td>5</td>
<td>9</td>
</tr>
<tr>
<td>1</td>
<td>Boundary Rd</td>
<td>E</td>
<td>Unrestricted</td>
<td>23</td>
<td>7</td>
<td>6</td>
<td>5</td>
<td>5</td>
</tr>
</tbody>
</table>

### PUBLIC CAPACITY

<table>
<thead>
<tr>
<th></th>
<th>194</th>
<th>194</th>
<th>194</th>
<th>194</th>
</tr>
</thead>
</table>

### PUBLIC OCCUPANCIES

<table>
<thead>
<tr>
<th></th>
<th>28</th>
<th>74</th>
<th>51</th>
<th>62</th>
</tr>
</thead>
</table>

### PUBLIC VACANCIES

<table>
<thead>
<tr>
<th></th>
<th>166</th>
<th>120</th>
<th>143</th>
<th>132</th>
</tr>
</thead>
</table>

### PUBLIC % OCCUPANCIES

<table>
<thead>
<tr>
<th></th>
<th>14%</th>
<th>38%</th>
<th>26%</th>
<th>32%</th>
</tr>
</thead>
</table>

*not available for public parking*
Executive Summary
This report has been prepared seeking Council declare a parcel of land (vested in Council) as a public highway to provide guaranteed access to the rear of a proposed two lot subdivision at 142 O’Hea Street, Coburg.

The land in question is a discontinued road, vested in Council. Despite its discontinuance, the land continues to provide public access to the rear of 140 and 142 O’Hea Street, Coburg.

Officer Recommendation
That Council, in accordance with Section 11 of the Road Management Act 2004:
1. Declares the land described as Lot 1 on Title Plan TP933867Q to be a Public Highway for the purposes of the Act.
2. Publishes the declaration of Lot 1 on Title Plan TP933867Q to be a Public Highway in the Victoria Government Gazette.
3. Amends the title plan TP933876Q to reflect the declaration of land as Public Highway.
4. Advises the Secretary to the Department of Environment, Land, Water and Planning of this declaration of land as Public Highway.
1. **Policy Context**

Council’s Vehicle Crossing Policy 2014 (point 5.4) states that where alternative access is available to a property (for example via a rear laneway) this is favoured to reduce/eliminate the need for a vehicle crossing. The planning application for 2 dwellings at 142 O’Hea Street, Coburg (MPS/2018/493) proposes that one dwelling will use the existing vehicle crossing in O’Hea Street and the other dwelling will park in the rear, accessed from the land under discussion. This will retain the existing street tree and retain the existing pedestrian amenity.

2. **Background**

The parcel of land is shown in the aerial view below:

Prior to June 1990, this parcel of land was classified as road reserve.

On 4 June 1990, Coburg City Council resolved to discontinue the road reserve in order that Council could sell the road. This discontinuance was carried out vesting the land in Council however, the sale of the land did not proceed following the consultation process.

On 25 February 1991, Coburg rescinded its previous motion (to discontinue the road) and resolved to have the land parcel gazetted as road. This resolution was not actioned at that time, nor since. Legal advice is that Council could rely on the original 1991 resolution, however it would be more appropriate to seek a new resolution of Council. The Title Plan is included at Attachment 1.
The current status of the land is freehold land vested in Council. This equates to ownership for the purpose of declaring the land as road. Council has the power to declare a road under the *Road Management Act 2004*, Section 11 – Power to Declare and Name a Road:

(1) A road authority may by notice published in the Government Gazette declare a road under this Act over—

(a) any land owned by the road authority; or

(b) subject to sub-section (2), any land managed by the road authority.

Under this section of the *Road Management Act 2004*, no public consultation is required. As the land has provided public access since 1957, albeit without a legal right of access since June 1990, and the community believes that it is still a road, it is considered that public consultation is not needed.

3. **Issues**

In order to provide access to and allow a subdivision of the proposed 2 dwellings at 142 O’Hea Street and also enact a previous resolution of Council, a right of access along this lane needs to be in place. The simplest method to provide this right of access is by declaring the land as a road. A condition of the development permit MPS/2018/493 will require the construction and drainage of the laneway from points 4 metres east to 4 metres west of the proposed garage at the developer’s expense. No further upgrade of the laneway is proposed.

The planning permit for the proposed development has not been granted at this time. The current proposal requires access from the rear lane. If the lane is not declared road and hence there is no guaranteed access, a 2-lot subdivision could still be considered however the proposal as submitted would have to be substantially modified, providing access from O’Hea Street only. The current proposal is to maintain the existing dwelling, and if access is not granted from the lane is may not be possible to achieve a 2-lot subdivision where access to both lots is via O’Hea Street.

**Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.
4. **Consultation**

The *Road Management Act 2004* does not require public consultation to be carried out where Council is declaring land which it owns as Public Highway.

As the practical status of the land does not alter and reinstates the Road status that the community believes still exists, there is no detriment to the public and therefore, no requirement to carry out public consultation.

5. **Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

6. **Financial and Resources Implications**

This process to declare the land as a Public Highway does not involve any expenditure to Council, other than officer resources.

7. **Implementation**

If a declaration is made, officers will arrange the declaration to be published in the *Victoria Government Gazette*, to implement that decision, as required by the *Road Management Act 2004*.

**Attachment/s**

1. Title Plan TP933867Q(2) - 142 O'Hea Street, Coburg   D18/317222
Title Plan TP933867Q(2) - 142 O'Hea Street, Coburg

Attachment 1

Council Meeting 12 September 2018

288
1. **Background**

Cr Irfanli’s background:

Residents have raised concerns regarding pedestrian safety on the laneway adjacent to 185 Moreland Road, Coburg. Residents currently access their homes directly off the laneway which is shared with cars. Residents have concerns about walking out of their homes and stepping directly onto a road. This motion seeks to receive a report to investigate opportunities for traffic calming measures to ensure reasonable safety measures are in place for residents living off this laneway and any other pedestrians.

2. **Policy Context**

Officer comments:

Council’s Road Safety Strategy includes an objective of improving road safety through traffic and transport management where appropriate.

The development at 1/185 to 6/185 Moreland Road, Coburg, was approved under the Moreland Planning Scheme.

3. **Financial Implications**

Officer comments:

A report investigating opportunities for traffic calming and pedestrian safety measures on the laneway adjacent to 185 Moreland Road, Coburg has no financial impact in its preparation.

4. **Resources Implications**

Officer comments:

Council officers can prepare the report within existing resources.

**Motion**

That Council:

1. Undertakes a review of the pedestrian safety issues in the laneway adjacent to 185 Moreland Road, Coburg. This review should include investigating traffic calming measures that address concerns raised by residents who access their homes off the laneway.

2. Receives a report on the outcome of the review of the pedestrian safety issues in the laneway adjacent to 185 Moreland Road, Coburg and any future actions required.
1. **Background**

   **Cr Abboud’s background:**

   CitiesWithNature is the global platform for cities and other subnational governments, their communities and experts to connect, share and learn from each other in mainstreaming nature into our cities in ways that benefit both people and nature. It is free of charge to join. CitiesWithNature:
   
   - Connects cities and other levels of subnational governments directly in sharing, learning and inspiring each other;
   - Provides cities and others a dynamic, free space to demonstrate their individual commitment to work, plan and live with nature;
   - Offers a modern, user-friendly digital interface for cities to share ambitions, policies, plans and actions, through the CitiesWithNature registry, with other cities around the world;
   - Introduces cities and other participating subnational governments to a wide variety of innovative tools, projects, services and information offered by leading global organisations; and
   - Keeps cities up to date with current global agreements and ambitions.

   Strengthens the voice and collective actions of cities.

   All cities, large and small, critically depend on healthy interconnected ecosystems within and around them, so it is essential that nature is fully integrated into urban planning and development. Nature provides diverse life-supporting and life-enhancing contributions to people in cities. These gifts from nature make human life both possible and worth living. There is a growing urgency for collective and large-scale action to protect the biodiversity in and around cities to prevent irreversible loss and damage to the natural systems we depend on.

2. **Policy Context**

   **Officer comments:**

   Council has many strategies aligning to this platform and that share commonality with a majority of cities around the world.

   - Urban Forest Strategy;
   - Zero Carbon Evolution Strategy;
   - Health and Wellbeing Plan;
   - Waste and Litter Strategy;
   - Open Space Strategy;
   - All Creek and Natural Resource Management policies.

3. **Financial Implications**

   **Officer comments:**

   There is no initial cost to register with the CitiesWithNature network.
4. **Resources Implications**

Officer comments:

Whilst there is no real resource implication in registering to this network, there may be implications in regard to monitoring, providing information and being involved in workshops etc in the future. The information provided on http://citieswithnature.org/ does not provide enough detail at this time to assess any future impacts on Council of registering with CitiesWithNature. Should Council resolve to become a registered member, further approval from Council will be sought should any resource requirements be identified.

**Motion**

That Council signs up to become a registered member Council of CitiesWithNature which was formed in June 2018.
1. **Background**

   Cr Kavanagh’s background:

   On Sunday 26 August 2018, a fundraiser was held for the flood victims in Kerala, India. This was a hastily arranged event due to the urgency of providing immediate emergency relief. As this event was arranged following the August Notice of Motion period and Council meeting it was not possible to put forward a motion offering free use of the Coburg Town Hall prior to the event taking place.

2. **Policy Context**

   Officer comments:

   The Free and Discounted Use of Councils Town Halls and Associated Meeting Rooms Policy (the Policy) governs the use of the Coburg Town Hall. Section 6 of the Policy states that:

   *Should any application by the Mayor and/or Councillors not relate to an objective or function of council as stated in the Council Plan… the application will be referred to Council for consideration.*

   As this event was not aligned with the current Council Plan 2017-2021, the Policy does not apply.

3. **Financial Implications**

   Officer comments:

   The Ente Keralam Cultural Forum was held at the Coburg Town Hall on Saturday 26 August from 10 am to 1.30 pm.

   The hourly rate applicable at the Coburg Town Hall is $163.00. This 3.5 hour booking attracted a hire fee of $570.50. The group was entitled to a 25% discount ($142.63) and paid the resulting fee of $427.87 prior to their booking. This motion would reduce the income from hall hire bookings for 2018/2019 by an amount of $428.

4. **Resources Implications**

   Officer comments:

   As per all bookings at Brunswick and Coburg Civic Centres, facilities support staff are rostered. Normally, the hall hire fees go towards offsetting the staffing costs, although the fees charged do not fully recover the costs.

**Motion**

That Council refunds all costs related to the hiring of the Coburg Town Hall for the Ente Keralam Relief Fund event held on Sunday 26 August 2018.
NOM39/18 INVESTIGATION INTO FEASIBILITY OF JOINT USE LIBRARY IN FAWKNER INCLUDING RELOCATION OF FAWKNER PUBLIC LIBRARY INTO JOHN FAWKNER COLLEGE LIBRARY (D18/322850)

Cr Mark Riley

1. **Background**

Cr Riley’s background:

John Fawkner College has presented a proposal to Council to merge the Council’s Fawkner Public Library with the John Fawkner College Library by relocating the Fawkner Public Library into the John Fawkner College Library and merging operations.

This Notice of Motion seeks support for a feasibility study, from the relevant levels of government and their departments, to enable further consideration of the proposal. It’s important too, separate body, other than the John Fawkner College and Council undertake this work.

2. **Policy Context**

Officer comments:

The proposed Notice of Motion seeks Council to commission a feasibility study which is currently un-budgeted. In order to determine the benefits and risks associated with the proposed integration of the College Library and Public Library, it is estimated that approximately $25,000 would be required to engage the appropriate professionals to undertake this work. Council’s Procurement Policy requires that at least 2 written quotes from suitable suppliers would be provided.

3. **Financial Implications**

Officer comments:

It is estimated that a budget allocation of approximately $25,000 would be required to undertake a feasibility study in relation to this proposal. These funds are not available within the existing budget. Development of the project proposal and scope of works, including a consultancy brief could occur this calendar year, including development of a budget proposal for the funds required to undertake the study to be considered in the 2019–2020 budget process.

4. **Resources Implications**

Officer comments:

A feasibility study into the potential merger of the school and public library is a multi-faceted piece of work which cannot be accommodated within existing resources, and would require external expertise, however officers can contribute by undertaking visits to similar shared facilities in Melbourne to understand the issues and advantages of this model of library service provision. The impact on officer time could be absorbed within the existing base budget both for the development of a project proposal and consultancy brief and to oversee the project.
**Motion**

That Council:

1. Receives a report on the scope, resources and financial impacts of developing a feasibility study in relation to establishing a shared library facility between Council and John Fawkner College, including the relocation of the Fawkner Public Library into the John Fawkner College.

2. Considers funding required to undertake a feasibility study for developing a shared library facility between Council and John Fawkner College in the 2019/2020 budget process.

3. Seeks support from the Victorian Department of Education and Training and the Minister for Education that they would also consider making a financial contribution to the cost of the feasibility study.
1. **Background**

   Cr Martin's background:

   As leaders in our community we are acutely aware the devastating effect climate change is having on our environment and the imminent threat this poses to our food system and the health and well-being of our most vulnerable. We recognise that we are at an ecological tipping point and that we have a limited amount of time to safely protect ourselves and life on our planet. In Australia, we are already seeing more intense heatwaves, drought, flooding and bushfires as well as extreme weather events leading to the erosion of our beaches and bleaching of our Great Barrier Reef.

   As a Council we have taken many steps towards mitigating these effects and protecting our community. This is highlighted by our ongoing partnership with the Moreland Energy Foundation, our leading zero carbon evolution strategy and more recently urban heat island effect, food systems, procurement, divestment, watermap, waste and litter, integrated transport, cooling communities and urban forest strategies and projects.

   It is important that we acknowledge that we are in a state of climate emergency, continue to prioritise and deliver on the above mentioned programs and recognise a climate emergency in all future strategies and decisions that shape our city.

2. **Policy Context**

   Officer Comments:

   Council’s adopted strategies and action plans, set out the serious impacts of climate change and a call to support climate action including:

   - Moreland Council Plan 2017 – 2021, which includes the key priority to develop a clear and funded approach to achieve zero carbon emissions by 2040;
   - The Zero Carbon Evolution Strategy 2020;
   - The Urban Heat Island Effect Action Plan 2016 – 2026;
   - Moreland Water Map 2020;
   - Moreland Urban Forest Strategy 2017 – 2027; and
   - Draft Zero Carbon Evolution (ZCE) Refresh and draft ZCE 2040 Framework (being presented for Council adoption at the September 2018 meeting).

3. **Financial Implications**

   Officer Comments:

   There are no significant financial implications in implementing the proposed motion.
4. **Resources Implications**

Officer Comments:

There are no significant resource implications in implementing the proposed motion. Council is currently providing resourcing/financial support to collaborate and take action on climate change.

Through organisations and initiatives like the Global Covenant of Mayors for Climate and Energy, Moreland Energy Foundation, CERES, Northern Alliance for Greenhouse Action, Council Alliance for Sustainable Built Environments.

Council is sharing best practices, challenges and successes and continues to seek to work collectively to achieve greater outcomes. Examples of collective successes on climate action include the Melbourne Renewable Energy Project, the Environmentally Sustainable Design Local Planning Policy and the Built Environment Scorecard.

**Motion**

That:

1. Council acknowledges we are in a state of climate emergency that requires urgent action by all levels of government, including local Councils.
2. Councillors receive a briefing from officers on how to best act on the 'climate emergency' acknowledgement and ensure this is embedded into future strategies and the next council action plan.
3. Council updates the Zero Carbon Evolution 2040 framework to embed the 'climate emergency' acknowledgement.
1. **Background**

   Cr Abboud’s background:

   The Sydney Road Community School is a small, progressive, government school located on Sydney Road, Brunswick. The school has a lease with the current owners of the site, a real estate agent, which expires in 2023. The school fulfils a very unique set of requirements for over 100 young people engaged in secondary education within the city and needs recognition and support from Council to continue to function in the city.

2. **Policy Context**

   Officer comments:

   Objective 6 of the Moreland Municipal Public Health and Wellbeing Plan 2017 – 2021 states:

   - Moreland residents have access to and participate in lifelong learning opportunities.

   It is important to note that while Council values the role of the Sydney Road Community School and the contribution it makes to the educational outcomes of students, school provision planning is a complex and multi-faceted task which is the responsibility of the Department of Education.

3. **Financial Implications**

   Officer comments:

   There are no financial implications relating to this resolution.

4. **Resources Implications**

   Officer comments:

   Officer time will be required to action the resolution and this can occur within existing resources.

**Motion**

That Council:

1. Notes the Sydney Road Community School is an important part of the Moreland Community. It has been delivering vital secondary education since 1972.

2. Notes the Sydney Road Community School has provided a uniquely inclusive and safe space for many young people who would otherwise not be engaged in education due to barriers and challenges they may be experiencing.

3. Notes the Sydney Road Community School offers a broad curriculum and subjects from VCE, VET and VCAL. This allows for a variety of post-school outcomes.

4. Notes the Sydney Road Community School is seeking a new site for its school as its lease will expire in a few years.

5. Writes to the Minister for Education to seek a commitment to find a new permanent site for the Sydney Road Community School in Moreland.
1. **Background**

Cr Riley’s background:

Sugary drinks, their general consumption and their impacts has formed part of recent public discourse on the state of Australian’s health, in particular dietary habits, throughout much of the early part of 2018. Council works with and relies upon the work of many and various partners to ensure Moreland’s citizens of all ages and backgrounds are encouraged to make nutritious choices, however the indicators show that we need to do more to address this trend. The evidence as outlined in Vic Health’s Encouraging Health Food and Drink Choices: an overview for local governments states that:

*Reducing and preventing the growing problem of obesity is a clear public health priority. Obesity contributes around 8% of the total burden of disease in Victoria, almost on par with tobacco use and almost double that caused by physical inactivity. There is sufficient evidence to indicate that sugar sweetened beverages (SSBs) are contributing to levels of obesity in the population (Imamura et al. 2015).*

The Victorian Population Health Survey (VPHS) 2011–2012, with significant variation by local government areas found nearly 16% of Victorians drink sugary drinks daily (Department of Health 2014), with over one-third (35%) of total energy intake coming from discretionary foods and drinks (Australian Bureau of Statistics, 2012) (p. 1). Our own Moreland Municipal Public Health and Wellbeing Plan 2017-2021 makes clear in outcome 2 where:

*Nutritious food is socially and economically accessible to everyone in the community and residents are eating nutritious foods. It is important for residents to understand the health implications of their individual food and drink choices as ‘a healthy diet is vital for optimal growth, development and health throughout life and contributes to physical vitality, mental health and social wellbeing (p. 27)*

The Plan goes further, stating that:

*Council will work towards this outcome by focusing on the following 4-year priorities, of which the two most relevant priorities are:*

#4) Council will promote healthy eating across all life stages and settings; and

#5) Council will advocate to State and Federal Government for improved frameworks for healthy eating and associated activities and priorities.

Vic Health’s guide for local government recommends that Council’s should:

*establish local government policies and practices that enable healthy food and drink consumption, which includes setting explicit goals and objectives in relation to reducing inequities in healthy eating behaviours and opportunities.*

It goes further, recommending Councils:

*Prevent and reduce the marketing of sugar-sweetened drinks and unhealthy foods to children, particularly by engaging people attending or responsible for local sport and recreation facilities and activities, prioritising areas of disadvantage. (p. 3)*
2. **Policy Context**

   Officer comments:

   Section 26 (4) of the *Victorian Public Health and Wellbeing Act 2008* (the Act) stipulates that “A council must review its municipal public health and wellbeing plan annually and, if appropriate, amend the municipal public health and wellbeing plan.”

   A progress report on the implementation of the Moreland Municipal Public Health and Wellbeing Plan 2017-2021 is scheduled for the 10 October 2018 Council meeting which will include details regarding a number of the 15 outcome areas including outcome 2 as outlined above.

3. **Financial Implications**

   Officer comments:

   Any financial implications will be outlined in the October report for consideration.

4. **Resources Implications**

   Officer comment:

   Officers have undertaken work and identified issues over the past year in regard to sugary drink consumption patterns (point a) of the motion). This work will be reported on in the year 1 progress report of the Municipal Public Health and Wellbeing Plan 2017-2021.

   Should Council resolve in accordance with the motion, further work on additional strategies, levers available to Council to reduce harm of sugary products, and opportunities to further collaborate internally (parts b) and c) of the motion) will be considered and planned for subsequent years.
Motion
That Council:

1. Prepares a report on the progress of the implementation of the Moreland Municipal Public Health and Wellbeing Plan 2017-2021 with particular reference to:
   a) Current sugary drink consumption patterns within the municipality and any programs working to address these;
   b) Consideration of additional strategies that directly address impacts of the promotion of sugary products and any levers available to Council which may lead to reducing the extent and impacts of their promotion and marketing, in line with Vic Health’s recommendations, and which lead to improved diets and healthier communities across the municipality; and
   c) Identifies the relevant units and teams within Council that can further collaborate to address these particular dietary components of the strategy within the Moreland Municipal Public Health and Wellbeing Plan.
1. **Background**

Cr Bolton's background:

While the plans for level crossing removal are very welcome, there is a need to make sure that the level crossing removals are done in the best way for everyone. That means that the local community, including residents who are potentially to be impacted, public transport users, cyclists, pedestrians and people with disabilities and the broader community all need an opportunity to have their questions about the different options answered.

To date, the community consultation over the level crossing removal has been inadequate with residents living beside the railway line not being letterboxed about the community drop in sessions.

Residents have indicated frustration that the community consultation did not include any public meetings where all participants participate as a group and hear the same information. There are many questions about both of the models being proposed including amenity impacts for residents beside the railway line and guarantees about improved cycling facilities and disability access.

2. **Policy Context**

Officer comments:

As part of the wider consultation for this project, the Level Crossing Removal Authority (LXRA) ran a formal consultation process, where they sought feedback from stakeholders including the community regarding 2 possible design outcomes, rail over road and rail under road. The consultation ran from 19 July to 9 August 2018.

In addition to online engagement, the LXRA hosted 2 community information sessions, on 19 and 21 July 2018, where the public could speak to the project team to find out more about the project and provide feedback. Council officers were in attendance at both of these sessions and had the opportunity to speak to the public regarding Council's advocacy position on the project. The sessions were held at the Coburg Primary School (Junior Campus) on Bell Street, Coburg.

The LXRA has also sought feedback from property owners, occupiers and other interested parties regarding a planning scheme amendment which is required to facilitate the works needed to complete the project. Feedback was sought between 13 August and 7 September. This was supported by online information in addition to direct notification of all owners and occupiers within the project area. Council officers were given opportunity to provide comment and feedback on draft planning scheme documentation, including the proposed incorporated document. Key input from Council officers included ensuring that local heritage assets were specifically identified for consideration.

3. **Financial Implications**

Officer comments:

There is no current budget allocated for Council to conduct community consultation on this LXRA project as per point d) of this proposed motion. The cost for a letter drop is estimated at $52,000 based on approximately 35,000 properties (Coburg, Brunswick, Coburg North) with 36% renters (needing owner/occipier letter) and $1.10 per letter including printing and send cost for a black and white single page letter.
4. **Resources Implications**

Officer comments:

Council officer time, would be required to contact the LXRA to implement parts a), b) and c) of this proposed motion. Council officers already contact the LXRA to provide feedback/share concerns when they are raised by the community on an ongoing basis.

There are no resources allocated to conduct a public meeting as per point d) of this proposed motion, that is, to conduct wide-spread consultation on behalf of the LXRA. A further public meeting led by Council would require significant resource allocation both in terms of Council officer time and budget in order to conduct a new public consultation process to the scale of the project.

Council officers consider this further step unnecessary at this stage, as the community can continue to provide feedback to the LXRA, via its online engagement hub, and also by directly requesting to meet with the LXRA to ask questions/provide feedback.

As this is not a Council led project, the LXRA is responsible for conducting community consultation on behalf of the State Government. Council officers could approach the LXRA and request it to conduct further consultation. In the event the LXRA did not agree to a further public meeting/undertake additional consultation, it is not recommended that Council conduct its own public meeting as we do not have any further information nor the technical ability to respond to questions about the options that are being proposed.

Given the LXRA has not released any final design, Council resources are better utilised to continue to advocate for the removal of level crossings at Bell Street and Moreland Road (and more broadly a whole of line solution) and delivery of community benefits, specifically:

- The removal of Munro Street and Reynard Street crossings in addition to Moreland Road and Bell Street;
- The creation of new and improved open spaces;
- Improved links and pathways for pedestrians and cyclists; and
- Integration with Council’s existing urban renewal program for Coburg.

**Motion**

That Council contacts the Level Crossing Removal Authority to:

a) Request specific information about the extent of the public notification for each phase of the consultation, including which properties along the railway line were letterboxed for which phase and which stakeholder groups were consulted.

b) Express concern about the inadequacy of the public consultation, including that it appears that residents living beside the railway line were not letterboxed about the community drop-in information sessions before they occurred.

c) Request that the Level Crossing Removal Authority conducts letterboxing of residents living beside the railway line, for the September consultation meetings being referred to as ‘Touchpoint’ meetings to provide residents with feedback what was raised during the initial consultation, and letterboxing of residents beside the railway line for community consultation meetings to discuss the design proposals. Further, that the Level Crossing Removal Authority conducts some of these meetings as public meetings rather than be limited to drop-in meetings.

d) In the event of the Level Crossing Removal Authority not agreeing to conduct public meetings, that Council facilitates a public meeting with speakers from the Level Crossing Removal Authority and other relevant professionals to give residents an opportunity to get more information about the project.
1. Background

Cr Abboud’s background:

The City of Greater Dandenong has led the work to lobby the federal government against changes to the Status Support Resolution Services (SRSS) for people seeking asylum. As support is cut the impacts on local service providers is stretched to the limit. Council has been asked to sign the following joint statement and become part of the executive Mayoral Taskforce along with several other Councils, to support this important work.

Joint Statement against changes to the Status Resolution Support Services for People Seeking Asylum

We the undersigned representatives of local governments in Victoria issue the following statement:

We want the Australian Government to provide adequate resources to meet the needs of people seeking asylum who live in the community. Over 4,000 children nationally could be affected by the changes and we call upon the Australia Government to adhere to its national and international obligations in accordance with the Charter of Human Rights.

We strongly believe more effective collaboration and coordination is essential between Commonwealth, State and Local Governments and we seek the following commitments from the Australian Government:

- **Commitment One:** We want the Australian Government to reverse the recent assessment changes to the Status Resolution Support Services (SRSS) program and provide adequate income and case management support for people seeking asylum while they seek sustainable employment.
- **Commitment Two:** We strongly call on the Australian Government to provide funding to enable accurate initial job readiness assessment by trained employment consultants who understand the unique and significant barriers that people seeking asylum face.
- **Commitment Three:** We want the Australian Government to provide additional funding to enable asylum seekers to be registered as Stream B and C job seekers within the jobactive network of agencies to facilitate ongoing job readiness assessment and skilled employment consultant support.
- **Commitment Four:** The Australian Government needs to improve local area coordination in cooperation with LGA’s. We call on the Australian Government to work with local municipalities in exploring the feasibility of local coordination points to better respond to local area need.
- **Commitment Five:** We strongly call on the Australian Government to provide greater resourcing to reinforce the capacity of community service and voluntary organisations to assist people seeking asylum to live safely in local communities and receive emergency relief and material aid support until such time as they receive a substantive visa or are deported. Accountability Additional resourcing will bring with it an obligation to ensure that Local Government allocates resources appropriately and resource areas of identified need. We commit to ensure efficiency and effectiveness. We commit to evaluate the application of resources in people seeking asylum support programs by measuring service delivery against agreed objectives and targets. The evaluation process will include annual program reports and Inter-Governmental consultations to review program effectiveness and refine objectives and activities.
Officer comments:

Changes to the Federal Government’s SRSS program will cut the income and case management support of many people seeking asylum and increase the demand for material aid resources at the local community level. This action will leave many people destitute and requests for financial assistance for accommodation, clothing, medical expenses, food and other essentials will escalate.

People seeking asylum already access emergency assistance in increasing numbers from support agencies and other charities. Many of these organisations receive no government funding. There is a genuine risk that the cuts to the SRSS program will increase the barriers facing asylum seekers in settling into local communities.

A Mayoral Roundtable for Local Government leaders was held in the City of Dandenong on 31 July 2018 to discuss the Federal Government’s cuts to the SRSS program. The joint statement was developed at this meeting. A group of Council representatives from the Northern metropolitan region agreed to establish a northern alliance to better share and coordinate approaches to the issues facing people seeking asylum following the cuts to the SRSS program. A contribution of $5,000 is anticipated from Council towards the cost of the advocacy/communications effort in the north.

2. **Policy Context**

Officer comments:

The Moreland Human Rights Policy 2016–2026 provides a framework and objectives for the implementation of Council’s human rights obligations. This policy aligns with Commonwealth, Victorian and Local Government policies and legislation, and aims to achieve consistency in Council’s approach to diversity. The policy also conforms to international declarations which seek to protect the rights of all people.

**Advocacy and leadership**

In collaboration with people from identified priority groups, Council will advocate to other spheres of government, business, partner organisations and the community to promote human rights and address issues of discrimination and marginalisation at the local, regional, national and international level.

3. **Financial Implications**

Officer comments:

A contribution of up to $5,000 will need to be provided for over and above existing budgets.

4. **Resources Implications**

Officer comments:

This will require officer time, which can be incorporated into current officer work plans.
Motion
That Council:
1. Endorses the Joint Statement against changes to the Status Resolution Support Service as formulated by Victorian Councils that attended the Mayoral Roundtable held in Dandenong on 31 July 2018;
2. Advises the City of Greater Dandenong of Council’s decision and endorsement, including use of the Moreland City Council logo in the graphic production of a joint statement which will be presented to the Federal Government;
3. Continues involvement in jointly advocating for people seeking asylum and joins the Status Resolution Support Service Mayoral Taskforce as a member of the Executive, along with the other Executive Councils; and
4. Contributes funding up to $5,000 to support a consolidated communication strategy against changes to the Status Resolution Support Service, and to call on the Federal Government to reverse its position on the rollback of Status Resolution Support Services.