



**ORDINARY COUNCIL MEETING OF
THE HUME CITY COUNCIL**

MONDAY, 10 APRIL 2017

7.00 PM

SUNBURY COUNCIL CHAMBER

OUR VISION:

Hume City Council will be recognised as a leader in achieving social, environmental and economic outcomes with a common goal of connecting our proud community and celebrating the diversity of Hume.

HUME CITY COUNCIL

**Notice of an
ORDINARY COUNCIL MEETING OF THE HUME CITY COUNCIL**
to be held on Monday, 10 April 2017
at 7.00 PM
at the Sunbury Council Chamber

To: a: Council	Cr Drew Jessop Cr Ann Potter Cr Joseph Haweil Cr Jodi Jackson Cr Carly Moore Cr Leigh Johnson Cr Jack Medcraft Cr Naim Kurt Cr Geoff Porter Cr Karen Sherry Cr Jana Taylor	Mayor Deputy Mayor
b: Officers	Mr Domenic Isola Mr David Fricke Mr Daryl Whitfort Ms Margarita Caddick Mr Kelvin Walsh Ms Kylie Ezzy	Chief Executive Officer Acting Director Sustainable Infrastructure and Services Director Corporate Services Director Community Services Director Planning and Development Director Communications, Engagement and Advocacy

ACKNOWLEDGEMENT OF THE TRADITIONAL CUSTODIANS OF THIS LAND

"I would like to acknowledge that we are meeting on Gunung-Willam-Balluk land. The Gunung-Willam-Balluk of the Wurundjeri are the first and original people of this land. I would like to pay my respects to their Elders, past and present, and the Elders from other communities who may be here today."

ORDER OF BUSINESS

1. PRAYER

Almighty God, we humbly beseech Thee to vouchsafe Thy blessing upon this Council. Direct and prosper its deliberations to the advancement of Thy glory and the true welfare of the people of the Hume City.

Amen

2. APOLOGIES

3. DISCLOSURE OF INTEREST

Councillors' attention is drawn to the provisions of the Local Government Act 1989 in relation to the disclosure of conflicts of interests. Councillors are required to disclose any conflict of interest immediately before consideration or discussion of the relevant item. Councillors are then required to leave the Chamber during discussion and not vote on the relevant item.

NOTICE OF MEETING

4. ASSEMBLIES OF COUNCIL

In accordance with section 80A(2) of the Local Government Act 1989, Council is required to report, as soon as practicable, to an Ordinary Meeting of Council, a record of any assemblies of Councillors held.

There are no records of assemblies to report on this section of the Agenda.

5. CONFIRMATION OF COUNCIL MINUTES

Minutes of the Ordinary Council Meeting of 14 March 2017 and Ordinary Council (Town Planning) Meeting of 27 March 2017, including Confidential Minutes.

RECOMMENDATION:

THAT the Minutes of Ordinary Council Meeting of 14 March 2017, and Ordinary Council (Town Planning) Meeting of 27 March 2017, including Confidential Minutes, be confirmed.

6. RECEIPT OF COUNCIL AND COMMUNITY COMMITTEE MINUTES AND RECOMMENDATIONS TO COUNCIL TO BE ADOPTED

6.1 Unconfirmed Minutes of the Campbellfield Community Centre Committee of Management Annual General Meeting held on 21 February 2017

6.1.1 COMMITTEE RESOLUTIONS:

- (a) The committee would like to acknowledge the loss of Emmanuel Papageorgiou, a respected member who sadly lost his battle with cancer. On behalf of the Committee Rosaleen extended its condolences.
- (b) That the Annual Statement of accounts for the 12 months ending 31st June 2016 be received and adopted and that the Statement be forwarded to the Hume City Council for their records.
- (c) That Council approves the following office bearers of the Committee for the ensuing 12 months:
 - Mansour Rahme – Chairperson
 - Lidia Chapman – Secretary
 - Rosaleen Stagnitta – Treasurer/Coordinator
- (d) That Council approves the following fees for service (a 5% increase on previous fees for service) for office bearers of the Committee for the ensuing 12 months:

• Rosaleen Stagnitta (Treasurer)	\$840.00 per annum
• Lidia Chapman (Secretary)	\$672.00 per annum
• Telephone Allowance	\$20.00 per month
• Internet Allowance	\$20.00 per month
• Mario Stagnitta (Cleaner Salary)	\$30.00 per hour
- (e) That Council accepts the following fee structure for user groups:

• Permanent Bookings	\$22.00 per hour
• Casual Bookings (meeting room)	\$30.00 per hour
• Function rates (main hall)	\$500.00 per day
• Bond	\$500.00
• Public Liability Insurance	\$30.00

- (f) That Council records and advertises the Committee's meetings for the next 12 months, be held at 7.30pm on the following dates:
- 6 April 2017* General Meeting
 - 27 July 2017 General Meeting
 - 26 October 2017 General meeting
 - 22 February 2018 Annual General meeting
- * The Committee changed the date of the General Meeting scheduled for 30 March 2017 to 6 April 2017 following this meeting.
- (g) Further items requiring Council action:
- (i) The Committee would like the Council to install door vents for the group storeroom (where the refrigerator unit is placed) and meeting room to allow for airflow.
 - (ii) The installation of a special turnstile or gates which is pram friendly but prevents motor bikes from entering the park is considered a safety concern for residents and users of the facility. The committee would like this to be reconsidered.

6.1.2 OFFICER'S COMMENTS:

- (a) The Committee held their Annual General Meeting on 21 February 2017 as required by their Instrument of Delegation.
- (b) At the meeting the Committee was required to:
- (i) Appoint office bearers for endorsement by Council;
 - (ii) Recommend fees for adoption by Council;
 - (iii) Recommend fees for service;
 - (iv) Set meeting dates to be advertised by Council.
- (c) The Committee has proposed a significant increase in its user fees for the 2017/18 financial year. In accordance with Council's fee setting process a fee will be recommended by Council officers and included in the 2017/2018 draft council budget. The recommended fee is unlikely to be as high as the Committee has requested. It is more likely to be a small percentage increase on the current fee.
- (d) The Committee has requested that the fees for service payable to office bearers are increased by 5% for the 2017/18 financial year. Officers have recommended that the fee for service be increased by 2.5% for the 2017/18 financial year. In addition to the fee for service, a \$20 telephone allowance and \$20 internet allowance is payable to a nominated office bearer of the Committee.
- (e) Officers wrote to the Committee on 13 February 2017 to advise that following the October 2016 general election, a review of all delegations to section 86 committees is required to be completed. The Committee was requested to provide feedback on any parts of the delegation they believe need to be taken into consideration in the review. The committee has advised, through the Minutes of their Annual General Meeting held on 21 February 2017, that they have no suggested changes to their Instrument of Delegation.

6.1.3 RECOMMENDATION:

- (a) **That the Unconfirmed Minutes of the Campbellfield Community Centre Committee of Management Annual General Meeting held on 21 February 2017 be noted.**

- (b) That Council notes the annual statement of accounts for the twelve months ending 30 June 2016.
- (c) That Council approves the following office bearers of the Committee for the ensuing 12 months:
- Mansour Rahme – Chairperson
 - Lidia Chapman – Secretary
 - Rosaleen Stagnitta – Treasurer/Coordinator
- (d) That the fees for service payable to Committee office bearers for the 2017/2018 financial year are set at:
- Secretary - \$677.00 per annum;
 - Treasurer - \$845.00 per annum;
 - \$20.00 per month telephone allowance; and
 - \$20.00 per month towards internet fees
- (e) That user fees for the Campbellfield Community Centre be increased by 2.5% CPI only (to help retain user bookings), and the following proposed fees (GST inclusive) be included in the 2017/18 Council budget:
- | | | |
|---|----------|--------|
| Permanent Bookings | Per Hour | 23.50 |
| Function/Casual Bookings (Main Hall) | Per Day | 469.00 |
| Function/Casual Bookings (Meeting Room & Kitchen) | Per Hour | 23.50 |
| Casual Bookings - Main Hall & Kitchen (4 Hours Or Less) | Per Hour | 40.50 |
| Refundable Bond For Casual Bookings | Bond | 469.00 |
| Public Liability Insurance | Fee | 21.10 |
- (f) That Council notes and advertises the meeting dates for the Campbellfield Community Centre Committee of Management to be held at the Campbellfield Community Centre and commencing at 7.30 pm:
- 27 July 2017 General Meeting
 - 26 October 2017 General meeting
 - 22 February 2018 Annual General meeting
- (g) That Council sends a letter to the family of Mr Emmanuel Papageorgiou to express condolences on his recent passing.
- (h) That the Committee of Management's maintenance requests be raised in Council's Customer Request Management System (as Merits):
- (i) The installation of door vents for the group storeroom and meeting room to allow for airflow.
 - (ii) Reconsideration of the installation of a special turnstile or gate which is pram friendly but prevents motor bikes from entering the park.

6.2 Unconfirmed Minutes of the Westmeadows Hall Committee of Management Annual General Meeting held on 23 February 2017, and the General Meeting of 23 February 2017

6.2.1 COMMITTEE RESOLUTIONS:

Annual General Meeting on 23 February 2017

- (a) That all existing office bearers remain unchanged and duly elected.

- (b) The Committee set their next Annual General Meeting (AGM) for 16 February 2018, however this was formally resolved at their General Meeting immediately following the AGM as 15 February 2018.

General Meeting on 23 February 2017

- (c) That the statement of accounts 29-9-2016 to 28-1-2017 be received and adopted and that the statement be forwarded to the Hume City Council for their records.
- (d) That the Hall usage be noted, used every day with due respect by relevant users.
- (e) Recommendation for a transfer of funds from Westpac General Account to a Term Deposit Account (\$10,000.00) to ensure higher return.
- (f) The Committee passed resolutions relating to the following items requiring Council attention:
- Update on request for memorial bench seat;
 - Hall stage splintering and sealant required;
 - Table trolley wheel replacement or repair.
- (g) Meetings for 2017/2018:
- 20 July 2017
 - 19 October 2017
 - 15 February 2018 (AGM).

6.2.2 OFFICER'S COMMENTS:

Annual General Meeting on 23 February 2017

- (a) The Westmeadows Hall Committee of Management held their Annual General Meeting on 23 February 2017 as required by their Instrument of Delegation.
- (b) At the meeting the Committee was required to:
- (i) Appoint office bearers for endorsement by Council;
 - (ii) Recommend fees for adoption by Council;
 - (iii) Recommend fees for service;
 - (iv) Set meeting dates to be advertised by Council.
- (c) The committee has not proposed any user fees for 2017/2018. In accordance with Council's fee setting process a fee will be recommended by Council officers and included in the 2017/18 draft council budget. It is recommended that fees be increased by 2.5% CPI only for the 2017/18 financial year.
- (d) The Committee did not make any resolutions in regards to the fee structure for office bearers for the ensuing year. Officers have recommended that the fee for service for the Secretary/Treasurer be increased by 2.5%. In addition to the fee for service, a \$20 telephone allowance and \$20 internet allowance is payable to a nominated office bearer of the Committee. No change is proposed for this fee.
- (e) The committee discussed its meeting dates for the ensuing 12 months at its General Meeting which immediately followed the Annual General Meeting.

General Meeting on 23 February 2017

- (f) The Committee's requests for maintenance items will be raised in Council's Customer Request Management System (as Merits).

- (g) The Committee's proposal for the installation of a memorial seat is currently under investigation by the Parks Asset Management Department.
- (h) Officers wrote to the Committee on 13 February 2017 to advise that following the October 2016 general election, a review of all delegations to section 86 committees is required to be completed. The Committee was requested to provide feedback on any parts of the delegation they believe need to be taken into consideration in the review. The Committee advised officers verbally that they have no suggested changes to the instrument of delegation.

6.2.3 RECOMMENDATION:

- (a) **THAT the Unconfirmed Minutes of the Westmeadows Hall Committee of Management Annual General Meeting held on 23 February 2017, and the General Meeting of 23 February 2017 be noted.**

Annual General Meeting on 23 February 2017

- (b) **THAT Council endorses the appointment of the following committee members as office bearers of the Westmeadows Hall Committee of Management:**

Dot White Chairperson
Esther Sanderson Secretary/Treasurer

- (c) **THAT the fees for service payable to the Committee Secretary/Treasurer for the 2017/2018 financial year are set at:**

- \$1,430.00 per annum;
- \$20.00 per month telephone allowance; and
- \$20.00 per month towards internet fees

- (d) **That through Council's fee setting and budget deliberation process, a 2.5% CPI increase is applied to user fees for the Westmeadows Hall, and the following fees (GST inclusive) be included in the 2017/18 Council budget:**

Permanent Bookings	Per Hour	17.10
Casual Bookings	Per Function	287.30
Refundable Bond For Casual Bookings	Bond	463.20
Public Liability Insurance	Per Booking	21.10

General Meeting on 23 February 2017

- (e) **THAT Council notes and advertises the meeting dates for the Westmeadows Hall Committee of Management for the next 12 months to be held at the Westmeadows Hall and commencing at 1.30 pm:**

- 20 July 2017 General meeting
- 19 October 2017 General meeting
- 15 February 2018 Annual General meeting

- (f) **That the Committee of Management's maintenance requests be raised in Council's Customer Request Management System (as Merits):**

- Hall stage splintering and sealant required;
- Table trolley wheel replacement or repair.

- (g) **That Council sends a letter to Mr John Clifford to thank and congratulate him for his significant service to the Westmeadows Hall as a volunteer committee of management member.**

7. PRESENTATION OF AWARDS

7.1 Residents of the Month – Nominated by Cr Jack Medcraft

Mr Bert Becker

Mr Rick Powell

8. NOTICES OF MOTION

Nil

9. PUBLIC QUESTION TIME

10. OFFICER’S REPORTS

The Mayor will ask the Councillors and gallery at the commencement of this section, which reports they wish to speak to. These reports will then be discussed in the order they appear on the notice paper. Reports not called will be dealt with in a block resolution at the end.

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11. PETITIONS AND JOINT LETTERS

12. DEPUTATIONS

13. URGENT BUSINESS

14. DELEGATES REPORTS

15. GENERAL BUSINESS**16. CONFIDENTIAL ITEMS**

The Meeting may be closed to members of the public to consider confidential matters.

RECOMMENDATION:

THAT the Council close the meeting to the public pursuant to Section 89(2) (sub sections as listed), of the Local Government Act 1989 to consider the following items, which are confidential for the reasons indicated:

Report No.	Title	Reason for Confidential
COGE123	Assembly of Councillors	(h) any other matter which the Council or special committee considers would prejudice the Council or any person
COGE124	Financial Matter	(d) contractual matters.

17. CLOSURE OF MEETING

**DOMENIC ISOLA
CHIEF EXECUTIVE OFFICER**

6/04/2017

REPORT NO:	ED017
REPORT TITLE:	Insight - Hume City Council Youth Strategy 2015-2019 - Year one achievements
SOURCE:	Lisa Letic, Manager Family, Youth and Childrens Services
DIVISION:	Community Services
FILE NO:	HCC13/192
POLICY:	Hume City Council Youth Strategy 2015-2019
STRATEGIC OBJECTIVE:	3.1 Foster socially connected and supported communities.
ATTACHMENT:	1. <i>Insight - Hume City Council Youth Strategy 2015 to 2019 - Year One Achievements</i>

1. SUMMARY OF REPORT:

1.1 This report highlights the year one achievements delivered through the implementation of Council's Youth Strategy – Insight (2015 – 2019).

2. RECOMMENDATION:

That Council notes the Year 1 achievements of Hume City Council Youth Strategy – (Insight 2015 – 2019), as summarised in attachment 1.

3. LEGISLATIVE POWERS:

3.1 In accordance with the *Local Government Act 1989* a function of Council is to endeavour to achieve the best outcomes for the local community having regard for the long-term cumulative health and wellbeing effect of its decisions.

4. FINANCIAL IMPLICATIONS:

4.1 The implementation of Year one actions were accommodated within the Youth Service annual operating budget.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

5.1 There are no direct environmental sustainability implications related to this report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

6.1 There are no direct climate change adaptation implications related to the recommendation of this report

7. CHARTER OF HUMAN RIGHTS APPLICATION:

7.1 The work of Council's Youth Services unit is undertaken in accordance with the Charter of Human Rights and aligns with the actions identified in Council's Social Justice Charter through the provision of accessible services to all young people regardless of their race, culture, background or personal situation.

8. COMMUNITY CONSULTATION:

8.1 The Hume City Council Youth Strategy - Insight 2015 – 2019 was adopted by Council on 28 September 2015. The initial consultation framework used to gather information for the strategy included workshops, surveys, face to face interviews and service provider and stakeholder events. Young people and Council's Youth Services team have provided significant input to the development of the Youth Strategy.

REPORT NO: ED017 (cont.)

- 8.2 To ensure Council continues to provide an accountable, responsive, sensitive and collaborative service where young people are supported, encouraged and celebrated for their contributions, the EPOCH framework has been created in conjunction with young people.
- 8.3 The EPOCH (Engagement, Participation, Opportunity, Celebration in Hume) framework connects, unites, strengthens and aligns young people and their needs with Council, community and the service sector to ensure they are supported to live a fulfilling life. Further developments of partnerships built in the Year 1 of Insight Action Plan will be strengthened and harnessed in 2017 through joint projects and cross-department responses to young people.
- 8.4 Future priority areas for Council planning, provision and advocacy regarding young people will continue to be identified in partnership with young people and through the local youth sector networks and information currently being gathered through Hume Horizons 2040 community engagement and consultation activities.

9. DISCUSSION:

- 9.1 Hume City has over 37,000 young people aged 12 – 24 years, making up 19.4% of Hume's total population. The youth population is forecast to grow to 60,000 by 2040.
- 9.2 Young people in Hume come from a range of cultural backgrounds and identify themselves by their connections to people and place as well as family, cultural background and personal interests.
- 9.3 The Youth Strategy ('Insight') sets the direction for Council's support to young people aged 12–24 and facilitates opportunities for them to reach their potential and have their voices heard in the community and through council planning.
- 9.4 Council, currently provides four youth centres located in Broadmeadows, Craigieburn, Roxburgh Park and Sunbury as well as providing youth services from a variety of locations including community centres, schools and online communications.

In 2016 the following services and programs were available to young people :

- Drop in and recreation sessions
 - Personal development and life skills programs
 - Youth counselling and outreach/referral service
 - Moving FWD program for young people disengaged from school or employment
 - Teenage Holiday Programs
 - Music, arts and cultural programs and events
- 9.5 Young people who are Aboriginal, have additional needs, are same sex attracted, sex and gender diverse or from CALD backgrounds have reported that they have unique circumstances which require sensitive and inclusive responses and flexible approaches to service delivery and Council has responded by providing targeted programs such as GLITTER.
 - 9.6 'Insight' Actions have been delivered in partnership with external agencies and internal Council departments working collaboratively to share resources and knowledge and to improve service delivery for young people and their families.
 - 9.7 The key achievements of the Insight's EPOCH Framework and Year one Action Plan are presented in the attached summary of achievements and include:
 - 9.7.1 Direct contact with 13,203 young people from 1 October 2015 to 30 September 2016 through council programs, schools, festivals, events, counselling and outreach services.

REPORT NO: ED017 (cont.)

- 9.7.2 50 Young people participated in leadership opportunities as ‘Youth Co-Pilots’ having input into 9 strategic focused projects including research, community engagement, infrastructure development and service provision planning.
- 9.7.3 Council Officers participated in over 60 internal and external meetings that enhance partnerships to support and advocate for young people, and offer opportunities for coordinated service delivery across the municipality.
- 9.7.4 Targeted programs were implemented to support specific cohorts of young people in response to identified needs. For example; Council was successful in an application to the Youth Affairs Council of Victoria (YACVic) for \$15,000 to deliver the *#in2diversity* project and the *GLITTER* (Gay, Lesbian, Intersex, Trans - Together Everyone’s Respected) program.

10. CONCLUSION:

- 10.1 The Year 1 ‘Insight Action Plan’ has been implemented for and with young people. The programs and services were designed and implemented to deliberately and positively impact the young people of Hume City and provide sustainable pathways for their futures.
- 10.2 Council’s ‘Youth Services’ is currently the subject of an internal Service Planning process which will provide further clarity on the direction for Council’s role in the provision, advocacy and facilitation of youth services, programs and initiatives into the future. The development of Insight actions for 2016/17 will be aligned with Service Planning outcomes, the Youth Strategy and further feedback from young people.

Insight - Hume City Council Youth Strategy 2015 to 2019 – Year One Achievements

STRATEGIC INTENTION: ENGAGEMENT	
OBJECTIVE	Young people are partners in the creation of places and spaces that connect them to each other and supports, activities, programs and services
ACTION PLAN OUTPUTS:	
Place based initiatives which have ensured that service models respond to young people in their local community.	<p>Young people have been actively engaged in the design of locally based programs including drop in, teenage holiday program and events. Young People are regularly consulted and their aspirations and interests are reflected in the program planning and weekly program design.</p> <p>13,203 young people have participated in Council Youth programs, festivals and events between October 2015 and September 2016.</p>
Engage in a strategic approach to planning for relevant, supportive and responsive services across the municipality, both internally and in partnership with community.	<p>Council officers attended over 60 internal and external meetings that enhance partnerships, support and advocate for young people, and offer opportunities for coordinated service delivery across the municipality, including:</p> <ul style="list-style-type: none"> ▪ Hume Youth Commitment – providing strategic responses to youth employment and transition. ▪ Hume Youth Advocacy Group – leaders from local services work to ensure youth issues are promoted to government and the community ▪ Tangible Connections Network – grass roots networking and information sharing platform ▪ Sunbury Youth Network – grass roots place based workers from Sunbury networking and information sharing platform ▪ LoveBites Northern Region Committee – committee of local respectful relationships program providers ▪ Internal Council networks relating to social inclusion, community engagement and infrastructure planning.
Connecting with new or underserved groups of young people through outreach and engagement programs.	<p>a) Youth Services has responded to young people’s mental health concerns by including information in programs and an application to VicHealth for funding to deliver a mental health promotion initiative. The application was not successful however the young people involved have been linked to local services.</p> <p>b) Support for same-sex attracted and transgender young people increased though the creation of “rainbow friendly” spaces and relationships with other young people as well as working with schools and specialist organisations to ensure young people feel safe and confident to access youth programs and facilities.</p> <p>Council was successful in 2016 in an application to the Youth Affairs Council of Victoria (YACVic) for \$15,000 to support this cohort of young people through the #in2diversity project and the GLITTER (Gay, Lesbian, Intersex, Trans - Together Everyone’s Respected) program. This funding ceases in March 2017.</p> <p>c) Improved access to the Teenage Holiday Program (THP) was provided for 4 young people with disabilities. This was made possible by the introduction of more comprehensive screening and intake processes.</p>

CASE STUDY

A 17 year old female from Craigieburn attended the 2016 Spring Teenage Holiday Program (THP) after hearing about it from her friend. She was wary about accessing the program due to her disability.

Her circumstances prompted a reconsideration of the THP and changes in the booking process were updated to include assessments for young people with various health concerns or diagnosed conditions. A phone interview was conducted to explore and support this young person’s suitability for the program. Given this process, a suitable range of activities was made available for her to access.

The young person felt confident to talk with staff on the THP activities and started to open up about things she enjoys doing, including her love of poetry.

Staff linked her to our recently introduced poetry night program and supported her to perform some writings she had created.

This young person was excited to perform in front of her peers and feel accepted for who she is. She has shared the positive experience of THP with her family and her brother also attended the next program.

Teenage Holiday Program Soccer Tournament



Teenage Holiday Program Treetop Adventures



STRATEGIC INTENTION: PARTICIPATION

OBJECTIVE:	Young people are resilient and actively involved as stakeholders in the determination of their future
ACTION PLAN OUTPUTS:	
Develop leadership opportunities at a local level that can enhance young people’s involvement in planning and decisions that affect them.	Supported by the Youth team, 50 youth Co-Pilots have had input into strategic projects including research, community engagement, infrastructure development and service provision for example 10 young people were involved in a consultation by Family Planning Victoria in the development of a Service Co-ordination guide for the sexual and reproductive health of young people, two young people were involved in the design and delivery of the Sunbury Road Safety Forum and 20 young people were directly involved in the preparation of a Vic Health funding submissions including recording key messages and co-designing the proposed service model. Innovative ways of working with young people have been created in order to give them a platform for self-expression and growth as leaders including:


REPORTS – EDUCATION AND EMPLOYMENT

10 APRIL 2017

Attachment 1 - Insight - Hume City Council Youth Strategy 2015 to 2019 - Year One Achievements

ORDINARY COUNCIL MEETING OF COUNCIL

	<ul style="list-style-type: none"> ▪ Arts and cultural programs - Craigieburn Theatre Group, Poetry and Acoustic/Open Mic events, 3D printing, song writing workshops and the creation of a Mental Health Tardis at Sunbury Youth Centre by young people in the Create program. ▪ FReeZA (State Government funded program) program participants planned new FReeZA stages at Craigieburn festival.
<p>Advocate for and partner with agencies to support young people in achieving educational and employment aspirations.</p>	<p>Ongoing support of the Gateway School (flexible education setting at Youth Central), including through the 'courtyard project' which provided an opportunity for Gateway students to redesign the youth central court yard space, The students developed a design, obtained costings and participated in much of the work involved in the creation of a safe outdoor space for uses of Youth Central court yard.</p> <p>The Moving Forward Program was delivered to 44 young people with 37 young people completing the entire program and participating in a graduation between October 2015 and September 2016. The Youth Outreach Officer supported 93 young people within formation and referral in the same period.</p>
<p>Develop mechanisms to educate internal HCC departments to support them in having young people as contributors to their work. Building capacity of internal departments to respond to young people's needs and include them in planning for services and growth.</p>	<p>A lunchbox professional development opportunity for internal staff was delivered to build workforce capacity and confidence to consider implications for young people in the work across all areas of Council. As a consequence an increase in joint planning and partnership projects occurred and the Youth Services team have continued to be consulted to ensure that youth voices are included in strategic planning and consultation across diverse work teams.</p>
<p>CASE STUDY</p> <p>In July 2016, over 30 staff from 13 departments across the organisation attended a professional development workshop entitled 'Where are the Young People'? The workshop offered an overview of the Insight Youth Strategy Action Plan and EPOC model for working with young people.</p> <p>Guest speakers provided attendees with information relating to characteristics and phases of development and engagement strategies with 'Generation Z' as well as the responsibility local government has to include young people in planning and advocacy for infrastructure, social support and future employment and enterprise activities. Furthermore, a group brainstorming session provided opportunity for departments to share ideas for including young people in their work s. This includes messages of belonging and inclusion for youth through community facilities, collaborating with schools and Youth Services programs, practical work experience, learning and employment opportunities and Including young people's voices and needs in planning for transport, environment and infrastructure.</p>	

	<p style="text-align: center;">Courtyard project at Youth Central</p> <p>Young People planned and designed the redevelopment of the outdoor courtyard space at Youth central. Their involvement including the design of feature tables, seat and planter boxes. They planted trees and plants in the planter boxes and built tyre seats.</p>
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<p>STRATEGIC INTENTIONS: OPPORTUNITY</p>	
<p>OBJECTIVE:</p>	<p>Young people identify and are supported in their individual and collective needs, allowing them to make a successful transition through adolescence.</p>
<p>ACTION PLAN OUTPUTS:</p> <p>Identify funding opportunities based on identified priority areas.</p>	<p>Youth Services have successfully secured \$41,000 to support arts and cultural activities through FReeZA, National Youth Week celebrations and advocacy and inclusion for same-sex attracted, sex and gender diverse young people through the HEY (Healthy Equal Youth) grants.</p> <p>Prevention and early intervention initiatives undertaken to support young people at risk or their families include:</p> <ul style="list-style-type: none"> ▪ Suicide awareness and prevention information session for parents in Sunbury ▪ Staff training on topics such as: <ul style="list-style-type: none"> - gender equity - supporting same sex attracted and gender diverse youth - mental health - supporting CALD, refugee and newly arrived young people and families - Aboriginal awareness
<p>Provision of information and experiences that continue to promote balanced, healthy respectful relationships for young people</p>	<p>The Craigieburn Youth Theatre group developed an innovative performance which provided a facilitated opportunity for community audience members to have open conversations about family violence, youth crime and identity.</p>

REPORTS – EDUCATION AND EMPLOYMENT
10 APRIL 2017

ORDINARY COUNCIL MEETING OF COUNCIL

Attachment 1 - Insight - Hume City Council Youth Strategy 2015 to 2019 - Year One Achievements



	<p>Love Bites programs (respectful relationships program) was delivered in partnership to a total of 200 Year 10 students from Roxburgh College and Craigieburn Secondary College.</p> <p>New partnership programs and services have been established with:</p> <ul style="list-style-type: none"> • Save the Children – MY Van (mobile youth centre) • The Huddle (North Melbourne Football Club) • Essendon District Football League (EDFL) • Youth Support & Advocacy Service (YSAS) • Be the Hero (personal development program for boys) • Arts Enrichment (mindfulness, movement and meditation program)
<p>Continue to build relationships with Tertiary Education providers to assist with placement opportunities for Youth and Community Services students.</p>	<p>12 student placements were made available to Youth Work students during 2015/16. These placements provided the students with real work experience, skills development and opportunities to do research into local issues. The placements have resulted in pathways to further education, employment and scholarship opportunities for many of the students.</p>

CASE STUDY

An 18 year old young woman from Craigieburn has been involved with Youth Services for some time where she has grown in confidence and been able to participate in activities such as the FReeZA committee and be a regular contributor and MC of spoken word/poetry events.

Council Youth Workers nominated her for the Hume Arts Award in 2016 due to her support of other young people through the FReeZA committee and to acknowledge her talent as a writer. She was announced as the winner of the Youth category of the Award. With the cash prize she has undertaken a fiction writing course at RMIT.

Her articles have been published in a highly frequented online student publication - studentedge.com.au with her articles attracting over 20,000 online views. This positive attention has given her the confidence to share her talent with the community as MC at Youth events, and she is looking forward to completing her studies and a career in the arts.

<p style="text-align: center;">Moving FWD program</p> 	<p style="text-align: center;">FReeZA Music events</p> 
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STRATEGIC INTENTIONS: CELEBRATION	
OBJECTIVE:	Young people are recognised and acknowledged as valued and valuable contributing members of the local community.
ACTION PLAN OUTPUTS:	
Community festivals and events are inclusive of young people's engagement and participation	<p>Over 100 young people have been involved in the planning and delivery of Council festivals and community events including:</p> <ul style="list-style-type: none"> ▪ Craigieburn Festival ▪ Youth programs end of term celebrations ▪ Sunfest ▪ Mental Health Week ▪ Battle of the Bands ▪ Hume Holiday Soccer Tournament ▪ National Youth Week ▪ Broadmeadows Festival ▪ Pride March ▪ RUOK? Day ▪ IDAHOT Day (International Day Against Homophobia, Transphobia and Biphobia) <p>Youth Services and other departments have supported young people to develop leadership in areas of interest by linking them to opportunities to showcase their passion and skills as follows:</p> <ul style="list-style-type: none"> ▪ The GLITTER Crew marched with the Mayor of the day at the Pride March. ▪ Local young people took on roles as Master of Ceremonies and sound technician at the Sunbury Road Safety Forum. ▪ Youth Co-Pilots have provided feedback or been involved in the planning and delivery of: <ul style="list-style-type: none"> - Sunbury community, Arts and Culture precinct planning - LaTrobe University sexual health research project - Broadmeadows Town Hall Redevelopment project - Letters/videos of support for HEY and VicHealth grants - Community mapping in Sunbury - HCC Events planning
1) Being formally recognised as significant to the community through awards, positive media coverage and leadership opportunities.	<p>The Hume Interfaith Network Youth Ambassadors presented to the Victorian Government Social Cohesion and Community Resilience Taskforce.</p> <p>The 2016 Hume Young Citizen of the Year has played an active role in the Hume Interfaith Network Youth Ambassadors program and community consultations.</p> <p>A Young winner of the Hume Arts Award has gone on to access a writing course and created online blogs which are read thousands of people.</p>

REPORTS – EDUCATION AND EMPLOYMENT

10 APRIL 2017

Attachment 1 - Insight - Hume City Council Youth Strategy 2015 to 2019 - Year One Achievements

ORDINARY COUNCIL MEETING OF COUNCIL

GLITTER Crew and Mayor at Pride March



Young Citizens of the Year 2016



REPORT NO:	CC049
REPORT TITLE:	Hume Global Learning Centre - Sunbury
SOURCE:	Cathy Marshall, Coordinator Social Planning
DIVISION:	Planning and Development
FILE NO:	16/491
POLICY:	-
STRATEGIC OBJECTIVE:	3.1 Foster socially connected and supported communities.
ATTACHMENT:	1. <i>Hume Global Learning Centre - Sunbury Schematic Concept Plans</i>

1. SUMMARY OF REPORT:

This report seeks to inform Council of the planning work undertaken to date to support the design and development of the new Hume Global Learning Centre – Sunbury (HGLC-S). Council endorsement of the schematic design work will enable the project to progress to detailed design and documentation.

2. RECOMMENDATION:

That Council

- 2.1 endorses the schematic concept plans (as attached Appendix 1) to guide the detailed design for the Hume Global Learning Centre – Sunbury.**
- 2.2 notes the cost to deliver the HGLC-S (including FFE and contingency) based on Cost Plan A is \$17,160,000.**
- 2.3 approves the demolition of the existing Sunbury Library to facilitate the development of the new HGLCS, and allocates funding from the Capital Works Program (2017/18 – 2020/21) to cover the cost of demolition and landscaping design and installation.**

3. LEGISLATIVE POWERS:

In accordance with the Victorian Local Government Act 1989, a function of Council is to plan for and provide services for the local community. The delivery of the HGLC-S project presents an opportunity to foster socially connected and supported communities.

4. FINANCIAL IMPLICATIONS:

- 4.1 Council has allocated \$2,102,872.00 in its 2016/17 Capital Works Program (CW 16966) for the design and construction of a Hume Global Learning Centre in Macedon Street, Sunbury. In order for this project to be funded, it is proposed that Council's draft Capital Works Program should include:
 - 4.1.1 \$7,500,000.00 in 2017/18; and
 - 4.1.2 \$7,560,000.00 in 2018/19.
- 4.2 With relation to funding, Council was advised (November 2016) that it was successful in securing a \$3,000,00.00 grant from the Victorian State Government through its Growing Suburbs Fund for the development of the new Centre.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

Planning to date for the delivery of the HGLC-S has taken into consideration a wide range of best practice environmental considerations to ensure that the building will be operationally efficient, particularly in regard to energy use and will be a source of ongoing community pride and learning.

REPORT NO: CC049 (cont.)

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

Climate Change adaptation considerations has been considered and the recommendations of this report give no rise to any immediate matters.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The construction of the Hume Global Learning Centre in Sunbury supports Council's objectives for social justice and lifelong learning and as a result is aligned with Hume City's Social Justice Charter 2014, which includes Hume Citizens' Bill of Rights (incorporating the Charter of Human Rights and Responsibilities Act 2006 Vic) and in particular the right to learning throughout life.

8. COMMUNITY CONSULTATION:

8.1 A key and integral component of the design and planning phase has included the participation and engagement of the local community including local residents, community groups, key stakeholder organisations and Council staff.

8.2 Council at its meeting on 27 June 2016 endorsed the establishment of an eleven person Community Advisory Group (CAG) to help inform and guide the planning and development of the HGLCS.

8.3 Three community events have been held to engage the local community, through a series of interactive, fun and experiential community and vision activities. The three events were run in conjunction with key local events including Street Life (20/11/2016) Sunbury Carols (10/12/16) and SunFest (18/3/17).

9. DISCUSSION:

9.1 Project Background

9.1.1 Hume City Council has been a leader in lifelong learning and the development of the Global Learning Centre concept was the first of its kind in Australia. Council's ongoing commitment to lifelong learning seeks to reduce disadvantage and improve the quality of lives for Hume's residents by enhancing their life experiences and creating pathways to education and employment regardless of age, ability or ethnicity.

9.1.2 Hume City's vision to expand the Hume Global Learning Centre concept through the delivery of a new centre in Sunbury will prepare the community for the digital future and re-create libraries as a genuine meeting space that promotes life-long learning. The new centre will provide formal and informal community spaces for residents and local organisations, allowing for private and organised study, social interaction, library services, exhibitions, seminars and conferences, meeting and training opportunities.

9.1.3 The delivery of the Hume Global Learning Centre – Sunbury seeks to honour the past, value the present and imagine the future. The centre will be an active, vibrant and welcoming community hub, and will be an inspiring place to meet, share, learn, create, collaborate and access information in an ever-changing digital world.

9.2 Community Consultation and Engagement

In 2014, planning for the HGLC in Sunbury commenced with a feasibility study being undertaken to investigate the needs of the Sunbury community, specifically in relation to library and learning services to be delivered within a new HGLC.

9.2.1 A summary of the outcomes from this study were presented to Council at its meeting on 27 June 2016 (Report No. COED06). In summary the outcomes from the feasibility determined:

REPORT NO: CC049 (cont.)

- (a) The existing Sunbury Library no longer caters for demand and is unable to adequately provide the spaces required in a modern library and learning centre (ie. Conference meeting and activity spaces, computer areas and access to digital technology).
 - (b) The need for an improved facility to cater for the increase in population and growth.
 - (c) The need for tertiary level and training opportunities to be developed in Sunbury to encourage further employment opportunities as well as a stronger, more connected community.
- 9.2.2 The 2014 Feasibility Study confirmed strong support from key stakeholders, local organisations and community for the development of a new library and learning centre in Sunbury.
- 9.3 To support the current planning process for the new HGLC-S, Council established a comprehensive communication and engagement strategy and action plan which seeks to:
 - (a) Build excitement and interest in the project.
 - (b) Articulate the community's aspirations and needs.
 - (c) Explore and understand what the community wants "to feel and experience" when they visit the new centre.
 - (d) Explore local identity and cultural heritage opportunities.
 - (e) Strengthen and enhance local connections and working relationships between Council and the local Sunbury and surrounding community.
- 9.4 A broad range of community engagement activities have been undertaken during the past 6 months to explore the community's vision, needs and aspirations for the centre. Engagement activities included the establishment of a Community Advisory Group, development of an online survey, presence at community events, pop-up sessions at the local shopping centre and Sunbury Library, visit to Docklands Library with young people and targeted consultations with key stakeholder groups and organisations.
- 9.5 A summary of the key findings from the consultation activities undertaken have confirmed the following:
 - (a) There is great community interest and excitement about the project within the community.
 - (b) The building must be warm welcoming, open and vibrant and not too business like. It must be a safe and welcoming space for all.
 - (c) The design of the building should have the capacity to evolve as the community needs grow and change over time.
 - (d) The HGLC-S should embrace and showcase new technologies.
 - (e) There is a strong desire to ensure that the facility reflects Sunbury's history, identity, landscape and character.
 - (f) The centre must provide community access to a range of multi-purpose community spaces to support community needs.
- 9.6 Urban Design Principles
 - 9.6.1 Council officers have formulated a set of site development principles which helps gives consideration to the opportunities and constraints regarding the development of Council's land holdings and property assets within the Sunbury Civic Precinct as a precursor to major capital investment on the site.

REPORT NO: CC049 (cont.)

- 9.6.2 The site development principles seek to;
- (i) Optimise proximity to the Sunbury activity centre and enhance the gateway experience
 - (ii) Create a fine grain through the civic precinct
 - (iii) Respond to the hilltop location
 - (iv) Unlock the site's development potential
 - (v) Respect neighbouring uses
 - (vi) Built form to activate new connections
 - (vii) Enhance landscape to create a 'green spine' through the site , and
 - (viii) Utilise topography to advantage
- 9.6.3 These eight principles help to provide clear guidance to the current design process for the HGLCS and maximise site efficiencies which contribute to the strategic development potential of the broader civic site.
- 9.7 Proposed demolition of the existing Sunbury Library
- 9.7.1 The current Sunbury Library was first opened to the public in the early 1970's and as such has served the local community for the past 47 years. The Sunbury Library is a single storey solid brick building which consists of a principle library activity area with a small foyer, single public toilet, and staff area. Apart from some minor internal refurbishment works undertaken in 2011, the Library facilities have remained unchanged since establishment.
- 9.7.2 In order to respond to the broader site opportunities as detailed in paragraph 9.6 it is deemed necessary for the existing library to be demolished to support the overall site development opportunities. Demolition of the existing library will enable the creation of a north/ south connection throughout the site. It will also improve pedestrian access into and around the site, and provide opportunities on the western edge of the building to enhance landscape opportunities and the public realm between the Council Chambers and the future HGLCS.
- 9.7.3 Recent community consultation has communicated strong support for the existing Library facility to be demolished. Demolition of the existing library will support the establishment of a green spine through the site providing greater pedestrian connections between Macedon Street and Brook Street.
- 9.7.4 If Council agrees to demolish the old library it would need to allocate funds between 2017/18 and 2019/20 financial years for these works and any associated landscaping.
- 9.8 Draft Schematic Design - Refer to Appendix 1
- 9.8.1 The design response for the new HGLCS has been shaped and informed by the community needs and aspirations which were articulated during the engagement phase. The following facility elements have been incorporated into the design of the future HGLC-S to ensure that it will support the current and future needs and aspirations of the Sunbury and surrounding communities.
- (i) Library service
 - (ii) Flexible multi-use meeting and activity spaces Computer training and learning spaces
 - (iii) Large conference / event space
 - (iv) Cultural space (e.g. gallery, museum, and exhibition space)

REPORT NO: CC049 (cont.)

- (v) Business Hub – co working space
- (vi) Customer Service Centre

9.8.2 At the recent SUNFEST event held in Sunbury on Saturday 18th March, 2017 Council officers presented the draft schematic plans to the local community. The overall feedback received during this event was extremely positive, with residents expressing excitement and support for the design work and the expanded program delivery opportunities which will be facilitated by the development of this new centre.

9.8.3 A couple of quotes recorded from this event include:

- (a) “It’s going to be a great asset”
- (b) “Awesome idea”
- (c) “To have a facility here like the one in Broadmeadows will be amazing”
- (d) “The draft plans are excellent allowing lots of light and space inside the building”

9.8.4 Council endorsement of the schematic concept designs is being sought so that the project can progress to detailed design and documentation.

9.9 Quantity Surveyor Project Costing (Cost Plan A)

9.9.1 Hume City Council has engaged Prowse Quantity Surveyor Pty Ltd to provide independent cost advice in relation to the current draft schematic plan.

9.9.2 The Cost Plan A dated 17th February, 2017 estimates a project cost in the order of \$17,160,000 (inclusive of FFE and contingency) will be required to construct the HGLC-S based on current designs.

9.10 Project Timelines

9.10.1 The following indicative project timelines are proposed to support the delivery of the centre in 2019.

Design Development	April 2017
Contract Documentation	September 2017
Tender project	October 2017
Appointment of Builder	November 2017
Site Establishment	December 2017

10. CONCLUSION:

Hume City Council aspires to the development of strong, integrated and sustainable communities throughout the City, and the provision of appropriate infrastructure in developing residential communities is integral to the achievement of this goal. The Hume Global Learning Centre - Sunbury will be a welcoming and vibrant community hub which will have capacity to respond to the evolving and changing needs of the Sunbury and surrounding communities during the next 50 years.

ATTACHMENT 1

Hume Global Learning Centre – Sunbury Schematic Concept Plans



HUME GLOBAL LEARNING CENTRE
SUNBURY

PROPOSED PLANS

01.03.17

CROXON RAMSAY

REPORT NO:	GE186
REPORT TITLE:	Adoption of Capital Investment Policy
SOURCE:	Daryl Whitfort, Director Corporate Services
DIVISION:	Corporate Services
FILE NO:	HCC16/589
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENT:	1. <i>Capital Investment Policy</i>

1. SUMMARY OF REPORT:

- 1.1 This report recommends that Council adopts a Capital Investment Policy to guide the development and approval of the Capital Works Program and its reporting.
- 1.2 The Policy transparently explains the investment priority; project significance levels; and the selection criteria and weighting to be used in the development of the Capital Works Program.
- 1.3 In adopting this Policy, Council aims to ensure that it commits to the full funding of all demanded asset renewal needs; will maximise developer contributions and external funding to deliver all new growth assets identified in Precinct Structure Plans; and commits to the full funding of strategic commitments.
- 1.4 The Policy enables the funding and delivery of infrastructure and service based asset projects and Council equipment that support the delivery of Council's objectives as identified in Hume Horizons 2040.

2. RECOMMENDATION:

That Council adopt the attached Capital Investment Policy.

3. LEGISLATIVE POWERS:

- 3.1 *Local Government Act 1989 – Sections 186 and 223.*
- 3.2 *Local Government Victoria – Local Government Asset Investment Guidelines, August 2006*

4. FINANCIAL IMPLICATIONS:

- 4.1 The outcomes adopted by Council through the use of this Policy will be consistent with the financial parameters and ratio targets contained in the Strategic Resource Plan.
- 4.2 This Policy applies to proposed Capital Works projects to be undertaken on assets owned, managed or leased by Council including land.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

Environmental sustainability has been considered and the recommendation of this report will require that each project included in the Capital Works Program to consider options for environmentally sustainable design.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

Climate change adaption has been considered and the recommendation of this report will require that each project included in the Capital Works Program to consider options to have a positive climate change outcome.

REPORT NO: GE186 (cont.)

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The Charter of Human Rights has been considered and the recommendation of this report gives no rise to any matter.

8. COMMUNITY CONSULTATION:

As the Policy will provide opportunities for community and sporting groups and individuals to submit an application for a proposed capital works project to be undertaken on assets owned, managed or leased by Council including land, consultation will occur as part of the submission process.

9. DISCUSSION:

9.1 The intent of this Policy is to respond to the unique challenges and changes that Council is experiencing in terms of rapid population growth; significantly increasing asset base; ageing assets with increasing renewal needs; and the type and size of projects required in the future, including the purchasing of land for growth projects.

9.2 Council is committed to the life cycle management, including the renewal and where relevant disposal, of all Council owned or managed infrastructure and community assets; the delivery of all new Council infrastructure and community assets identified in Precinct Structure Plans; and recognises the importance of these assets in supporting the delivery of Council services identified in Service Plans.

9.3 Council is committed to the highest level of governance and transparency in decision making in the prioritisation of capital works projects and their timing to be included within the Capital Works Program.

9.4 Council will adopt the following order in which to invest available capital works funding:

9.4.1 Asset Renewal – based on calculated renewal demand. Renewal based projects will typically be organised into a program of works.

9.4.2 Growth - projects scoped and identified within adopted Development Contribution Plans.

9.4.3 Committed – Strategic projects adopted by Council resolution that include a Strategy; Master Plan or Action Plan, where the development of the strategy or plan was identified in the Council Plan.

9.4.4 Discretionary – all other identified projects up to a maximum of 10% of available funding in any financial year.

9.5 Project identification and prioritisation for asset renewal and growth projects will be reviewed by October each year by the Asset Management Steering Committee and the Growth Areas Infrastructure Planning Committee respectively for inclusion in the Capital Works program.

9.6 Committed projects will be limited to Major and Large projects; Master Plans; and Council Strategies. Each of these three types of projects will only be included in the draft Capital Works Program if the project has been adopted for inclusion, and therefore committed to, by Council.

9.7 Discretionary Project proposals will be assessed on the following criteria and weighting:

9.7.1 Fit to Council Plan Outcomes 20%

9.7.2 Need and Benefits 30%

9.7.3 Urgency 20%

9.7.4 Financial Impacts 30%

REPORT NO: GE186 (cont.)

- 9.8 The Capital Works Program development process will be supported by guidelines that will include proposal forms and templates; fact sheets for Community and Sporting Group Submissions; and reporting formats and frequency.
- 9.9 The review of the operation of this Policy will occur every two years.

10. CONCLUSION:

In adopting this Policy, Council will continue to enhance its governance practices, respond to the unique challenges and changes it faces and commit to the life cycle management of all infrastructure, community and equipment assets.



CAPITAL INVESTMENT POLICY

Policy Reference No:	CP
File Reference No:	HCC16/589
Strategic Objective:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and support community needs
Date of Adoption:	10 April 2017 (proposed)
Date for Review:	April 2019
Responsible Officer:	Director Corporate Services
Department:	Corporate Services

CAPITAL INVESTMENT POLICY

1. POLICY STATEMENT

- 1.1 Council is committed to the life cycle management, including the renewal and where relevant disposal, of Council owned or managed infrastructure and community assets; the delivery of new Council infrastructure and community assets identified in Precinct Structure Plans; and recognises the importance of these assets in supporting the delivery of Council services identified in Service Plans.
- 1.2 Council is committed to the highest level of governance and transparency in decision making in the prioritisation of Capital Works projects and their timing to be included within the Capital Works Program.

2. PURPOSE / OBJECTIVE

- 2.1 This Capital Investment Policy enables the funding and delivery of infrastructure and service based asset projects and council equipment that support the Council objectives identified in Hume Horizons 2040.
- 2.2 The Policy aims to ensure that Council:
 - commits to the full funding of all renewal needs
 - maximises developer contributions and external funding to deliver all new growth assets identified in Precinct Structure Plans, and
 - delivers all adopted Strategic commitments.

3. SCOPE

- 3.1 The scope of this policy is limited to the development and approval of the Capital Works Program and its reporting from the 2018/19 financial year.
- 3.2 This Policy applies to Capital Works Projects that are proposed to be undertaken on assets owned, managed or leased by Council including land.

4. ACCOUNTABILITIES AND RESPONSIBILITIES

- 4.1 Capital Works Program responsibilities and relationships have been established as follows:
 - 4.1.1 Council
 - To understand the community's aspiration in setting Policy direction.
 - As part of the annual budget process:

Policy Reference No: CP	Date of Adoption: 10 April 2017 (proposed)
Review Date: April 2019	Responsible Officer: Director Corporate Services
	Department: Corporate Services
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CAPITAL INVESTMENT POLICY

- adopt a draft Capital Works Program for community consultation prepared in accordance with this Policy, and
- having considered community submissions, adopt a Capital Works Program.

4.1.2 Executive Management Team

- To ensure that this Policy is implemented.
- To ensure a draft Capital Works Program for is available for Council to consider annually.
- To facilitate applications for capital works external funding opportunities.

4.1.3 Asset Management Steering Committee

- Undertake an annual review of the calculation of Demanded Renewal Needs and determine asset renewal projects to be included in the draft Capital Works Program.

4.1.4 Growth Areas Infrastructure Planning Committee

- Annually review all Precinct Structure Plans (and associated Development Contribution Plans) to identify growth related projects to be included in the draft Capital Works Program.

4.1.5 Project Sponsor

- To complete the required Capital Works proposal form in full.

4.1.6 Finance & Property Development Manager

- Coordinate the development of the Capital Works Program in accordance with the Capital Investment Guidelines.
- Develop and maintain the Capital Investment Guidelines.
- Provide Capital Works Program reporting to Council; the Executive Management Team; and the Capital Works and Building Maintenance Manager on a timely basis.

4.1.7 Capital Works & Building Maintenance Manager

- Coordinate and undertake the delivery of the Capital Works Program in accordance with the Capital Works Program Delivery Management Guidelines.
- Develop and maintain the Capital Works Program Delivery Management Guidelines.

Policy Reference No:	CP	Date of Adoption:	10 April 2017 (proposed)
Review Date:	April 2019	Responsible Officer:	Director Corporate Services
		Department:	Corporate Services
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CAPITAL INVESTMENT POLICY

5. POLICY IMPLEMENTATION

5.1 Policy Elements

5.1.1 Project Investment Priority

Council will adopt the following order in which to invest available capital works funding:

- 1 Asset Renewal – based on calculated renewal demand. Renewal based projects will typically be organised into a program of works.
- 2 Growth - projects scoped and identified within adopted Development Contribution Plans.
- 3 Committed – Strategic projects adopted by Council resolution that include a Strategy; Master Plan or Action Plan, where the development of the strategy or plan was identified in the Council Plan.
- 4 Discretionary – all other identified projects up to a maximum of 10% of available funding in any financial year.

5.1.2 Project Significance Levels

Council will adopt the following project significance levels (and annual renewal programs) that explain the level of information required to support the project to be considered for inclusion in the Capital Works Program.

- Major Greater than \$5m
- Large \$1m to less than \$5m
- Medium \$200k to less than \$1m
- Small Less than \$200k

Growth funding for operations and maintenance will only be provided for Major and Large projects related to Growth and Committed projects.

5.1.3 Selection Criteria and Weighting

1. Asset Renewal and Growth Projects

Project identification and prioritisation for asset renewal and growth projects will be reviewed by October each year by the Asset Management Steering Committee and the Growth Areas Infrastructure Planning Committee respectively for inclusion in the Capital Works program.

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	Department: Corporate Services
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CAPITAL INVESTMENT POLICY

2. Committed Project

Committed projects will be limited to Major and Large projects; Master Plans; and Council Strategies. Each of these three types of projects will only be included in the draft Capital Works Program if the project has been adopted for inclusion, and therefore committed to, by Council.

3. Discretionary Projects

Committed and Discretionary Project proposals will be assessed on the following criteria and weighting:

- Fit to Council Plan Outcomes 20%
- Need & Benefits 30%
- Urgency 20%
- Financial Impacts 30%

5.2 Policy Review

The review of the operation of this Policy will occur every two years.

DEFINITIONS

Precinct Structure Plans	Master plans for whole communities adopted by the Victorian Planning Authority. PSP's identify development contributions to fund new and upgraded or expanded infrastructure.
Service Plans	Is a four year action plan developed during the final stage of the service planning framework.
Capital Works Program	Council's annual and four-year program as set out in Council's adopted Annual Budget and rolling Strategic Resource Plan.
Demanded Renewal needs	The funding required to renew Council's assets in a timely manner as calculated through strategic asset management modelling and condition assessments and as identified in Council's Asset Management Plans.
Project Sponsor	The person or group (community or sporting) who proposes a project for inclusion in the draft Capital Works Program.

Policy Reference No: CP	Date of Adoption: 10 April 2017 (proposed)
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CAPITAL INVESTMENT POLICY

6. RELATED DOCUMENTS

7.1 The Capital Investment Policy will be consistent with Hume Horizons 2040, the Council Plan and associated Strategic Resources Plan.

7.2 Council Policies

- Asset Management Policy
- Service Planning Framework Policy
- Procurement Policy
- Parking on Narrow Streets Policy
- Fencing of Council Reserves Policy

7.3 Guidelines

- Capital Investment Guidelines (under development)
- Capital Works Program Delivery Management Guidelines (under development)

DRAFT

Policy Reference No: CP	Date of Adoption: 10 April 2017 (proposed)
Review Date: April 2019	Responsible Officer: Director Corporate Services
	Department: Corporate Services
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REPORT NO:	GE187
REPORT TITLE:	Proposal to Rename Whites Lane Mickleham to Mesopotamia Lane
SOURCE:	Peter Faull, Coordinator Governance and Corporate Support
DIVISION:	Corporate Services
FILE NO:	HCC16/934
POLICY:	-
STRATEGIC OBJECTIVE:	5.2 Create a community actively involved in civic life.
ATTACHMENTS:	1. <i>Whites Lane Location Map</i> 2. <i>Application for Name Change</i>

1. SUMMARY OF REPORT:

- 1.1 A proposal has been received to rename Whites Lane, Mickleham, to Mesopotamia Lane.
- 1.2 A map showing the location of Whites Lanes is provided as Attachment 1.

2. RECOMMENDATION:

- 2.1 THAT Council does not approve progression to the public consultation stage of the proposal to rename Whites Lane, Mickleham, to Mesopotamia Lane.**
- 2.2 THAT Council writes to the applicant of this proposal to advise them of its decision not to endorse the proposed renaming of Whites Lane.**

3. LEGISLATIVE POWERS:

Geographic Place Names Act 1988 (the Act)

4. FINANCIAL IMPLICATIONS:

Any expenditure that may arise in association with this naming proposal would be funded from Council's operational budget.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

Environmental Sustainability has been considered and the recommendations of this report give no rise to any matters.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

Climate Change Adaptations have been considered and the recommendations of this report give no rise to any matters.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The Charter of Human Rights and Responsibility has been considered and the recommendations of this report give no rise to any matters.

8. COMMUNITY CONSULTATION:

- 8.1 If Council was to approve progression of this proposal to the public consultation stage, consultation would be conducted in accordance with the *Naming Rules for Places in Victoria 2016* (the Naming Rules), and Hume City Council's Place Names Policy. Council is required to consult with the community when considering applications received under the Act. The method and extent of the consultation is dependent on the significance of the feature to be named.
- 8.2 Internal consultation was undertaken to seek advice from relevant Hume officers. The feedback received from officers was:

REPORT NO: GE187 (cont.)

- (a) concern that a change of name would cause confusion for community members and emergency service providers who are familiar with the established name of Whites Lane;
- (b) comment that there was no need to change the name of this road because there are no issues with the existing name;
- (c) concern that a change of name could create confusion with the proposed future development along the extension of Whites Lane, which is currently in the planning stage.

9. DISCUSSION:

- 9.1 In December 2016 Council received an application from a representative of the parishioners of Saint Jacob Syrian Orthodox Church, which is located at 75 Whites Lane, Mickleham, requesting that Council considers renaming Whites Lane to Mesopotamia Lane. A copy of this application is provided as Attachment 2.
- 9.2 Whites Lane runs perpendicular to Craigieburn Road and currently ends at Olivers Road. There are four land owners with addresses in Whites Lane, including a developer and a church (a different church to this applicant) who own blocks of land that are currently vacant.
- 9.3 Multiple development applications have been submitted to Council for groups of developments in both the Highlands and other estates (in accordance with the Craigieburn R2 Precinct Plan) that, if approved, would see an extension of Whites Lane north of Olivers Road, along with other significant development. These applications show both the current road and its future extension as being named Whites Lane.

Assessment of Proposal Against the Naming Rules

- 9.4 An analysis of the naming proposal was conducted by Council officers against the Naming Rules.
- 9.5 In particular, Council officers assessed the naming proposal against the following key principles:

<p>Principle (A) – Ensuring Public Safety</p> <p>Geographic names and boundaries must not risk public and operational safety for emergency response; or, cause confusion for transport, communication and mail services. Many emergency services and other public services (such as mail) are determined by locality boundaries or road extents, and proposals must ensure that operations will not be adversely affected.</p>	<p>Comment:</p> <p>Changing the existing name of an established road can potentially cause confusion for community members and operational and emergency service providers who are familiar with the current name of the road. Consideration should also be given to those property owners who have an established address, who would be required to legally change their address, and the inconvenience that this would cause.</p>
<p>Principle 1(B) Recognising the public interest</p> <p>Regard needs to be given to the long-term consequences and effects upon the wider community of naming, renaming or adjusting the boundary of a feature, locality or road. Changes to existing names or boundaries will affect not only the current community but also future residents, businesses, property owners and visitors. Changes to existing names and boundaries of localities and roads can affect emergency response zones, land titles and addresses. A proposal will be registered only when the long-term benefits to the community can be shown to outweigh any private or corporate interests, or short-term effects.</p>	<p>Comment:</p> <p>The road name of Whites Lane is compliant with the Naming Rules. Whilst the name that has been proposed has merit if considered in isolation, there should be a compelling reason established for Council to consider changing the name of an existing road which is compliant with the Naming Rules, such as an issue of safety, or to amend a non-compliant name. A compelling reason has not been established in this application, so there is no public interest to consider in potentially changing the name.</p>

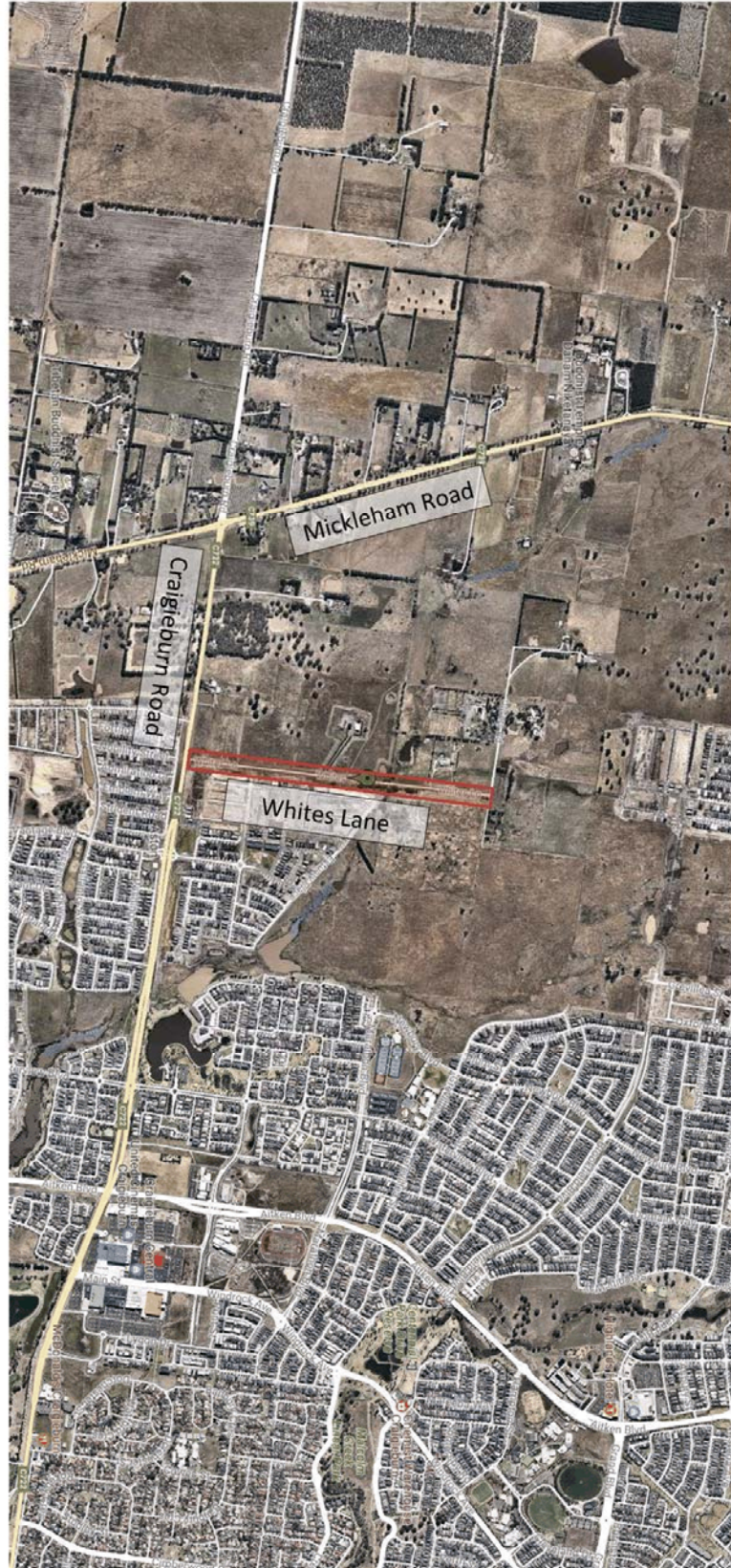
REPORT NO: GE187 (cont.)

<p>Principle (C) Linking the name to place</p> <p>Place names should be relevant to the local area with preference given to unofficial names used by the local community.</p> <p>Names that link the name to the place could relate to Aboriginal culture and occupation of the land, local flora and fauna, Australian war contributions European exploration and settlement, local geography and geology, significant events, the cultural diversity of past and current inhabitants, or patterns of land usage and industrial/mineral/agricultural production.</p>	<p>Comment:</p> <p>The application states reasons as to why the proposed name is relevant to the parishioners of Saint Jacob Syrian Orthodox Church, but the proposed name has no relevance to the wider geographical area.</p>
<p>Principle (L) – Assigning extent to a road, feature or locality</p> <p>When a proposal to name a road, feature or locality is being developed, the naming authority must clearly define the area and/or extent to which the name will apply.</p> <p>For example, the name of a road should apply from one end of the road to the other, i.e. to the points where the road finishes or intersects with other roads.</p>	<p>Comment:</p> <p>If Whites Lane is to be extended as part of further development, then the one name should be used for both the current and future road.</p>

- 9.6 Whites Lane is a long established name that is familiar to local residents and service providers, and the name is wholly compliant with the Naming Rules. There should be a compelling reason established for Council to consider endorsing a change of name for a well-established compliant road name, such as an issue of safety, or an issue of non-compliance with the Naming Rules.
- 9.7 Whilst the suggested name of Mesopotamia Lane has merit and appears compliant if considered in isolation, there is no compelling reason provided in the application that would necessitate consideration of the need for an alternative name to that which currently exists.
- 9.8 Consideration should also be given to the property owners in Whites Lane who would be required to legally change their address. This would be an inconvenience to these property owners, and if no compelling reason is established for a change of road name, then it would be difficult to justify this inconvenience.
- 9.9 In addition to the above, Council should also be mindful of the development applications that have been received for the Highlands and other estates, and the planning that has already gone into these developments. A change of road name at this point in the application process could cause considerable confusion. Again, it would be difficult to justify this potential for confusion unless a compelling reason is established for a change of road name.
- 9.10 Based on the above analysis, it is recommended that Council does not approve this re-naming proposal, and that community feedback on the proposal is not sought.

10. CONCLUSION:

Whites Lane is a long established road name which wholly complies with the Naming Rules. No compelling reason has been established to consider changing the name of this road. In the absence of a compelling reason for change, the potential for confusion and inconvenience that a change of name could cause is not justified.



Whites Lane, Craigieburn – Aerial Image

Community Proposal re Saint Jacob Syrian Orthodox Church on 75 Whites Lane, Mickleham, Vic, 3064

ATTS – Corporate Services

Street Name Change

The Saint Jacob Syrian Orthodox Church sits on a large block of land on 75 Whites Lane, Mickleham, VIC, 3064. The community which attend this local parish trace their roots to ancient Mesopotamia, with the majority of its members coming from Turkey, Syria and Iraq. When the Church was constructed in the 1990's it was intended to serve as both a spiritual and cultural hub for its local parish and a place where Syriac Christianity would thrive within the broader multicultural Australian community. Since construction, the Church has been an ideal neighbour. The Church has run a number of community events and continues to uphold its commitment to supporting the local Hume community.

Parishioners of this Church propose that the current street which the church is located on, Whites Lane be changed to a name which reflects the character of the Church and its growing community.

Proposed Name Change: Mesopotamia Lane

We propose that the current **Whites Lane** be changed to **Mesopotamia Lane**.

We appreciate that Council will use the seventeen Principles Governing Standardisation from the *Guidelines for Geographic* and we will address them directly in support of our application.

Responsibility for naming

We understand Council is responsible for naming places of local significance. The St Jacob Syrian Orthodox Church is a church of local significance to the Hume City and it caters to the increasingly growing community of Syrian Orthodox Iraqis and Syrians who have arrived to Hume, as well as those who have called Hume home for decades.

IK - Recognition and use of Indigenous names

We understand that the current name, Whites Lane is not an Indigenous name and nor does it represent significance to the Indigenous community. Such a name change is unlikely to offend Indigenous Australians and their unique history.

IG - Linking the name to the place

We believe that the new proposed name of **Mesopotamia Lane** represent a strong connection to the area. Craigieburn and surrounding suburbs house one of the largest communities of Iraqi-Australians and we believe that such a name change will foster further and stronger community engagement from new arrivals. Similarly, the proposed name is closely linked to Saint Jacob Church, as Mesopotamia was where the Church was founded in 37 AD.

Recognition of existing unofficial names

We are unaware of any existing unofficial names the proposed name change will affect.

1F - Assigning names to unnamed features

As the Street is currently called Whites Lane we believe this is not a pertinent consideration in current circumstances.

1C - Public safety

As the proposed name is an English word we do not see any Public Safety issues at play. Mesopotamia is recognised as the cradle of civilisation and the word is well known to the broader public.

1D - Duplication of names

We are unaware of any surrounding places with the same name as the proposed name change so we contend this is an irrelevant consideration in the circumstances.

1E - Infrastructure names to conform with place names

There are currently no infrastructure items which share a link with the current name Whites Lane. We therefore do not see surrounding infrastructure integrity being compromised by the proposed name change.

1F - Assigning the same name to recognisable features

Again we do not see this representing a barrier to the proposed name change.

1M - Consultative processes

We are committed to the consultative process, particularly in respect of neighbouring properties. Parishioners proposing the name change look forward to working with Council through this process.

1L - Dual names

We are not requesting for dual names in this proposed name change.

1I - Commercial and business names

The proposed name change is neither commercial nor a business name,

1H - Commemorative names

The proposed name change, **Mesopotamia Lane** is not related to a living person.

1J - Discriminatory names

The proposed name change is not discriminatory and does not offend. Contrarily, it upholds the distinctly multi-cultural character of the Hume Area.

1A - Australian English – Recommended usage

The proposed name change is an English word, easy to spell and easily recognisable due to the long history of the word. It is also less than 25 characters.

1B - Boundary changes to be in the public interest

There will be no boundary changes, therefore this consideration is not a pertinent issue.

Further Pertinent Considerations

As this name change encourages multi-cultural engagement in the Hume area, we believe this proposal will attract strong support from community leaders, including those in the Hume City Council and other elected representatives.

The Hume Area has seen a recent influx of Syrian and Iraqi refugees and many of these new Australians have joined St Jacob parish in recent times. The hope is that such a name change will help them integrate into the area and for them to come to appreciate the multicultural dynamism of Australia and indeed the Hume City Area. The name change also serves to underline all the past contributions of St Jacob's Church to its local community and to pay tribute to the visionaries who came from Mesopotamia in the 70's and 80's and built the church to serve Syrian Orthodox parishioners who came from Mesopotamia in the hope of starting a new life in Australia.

We hope the Council assesses this proposal in good faith and we look forward to beginning the process.

REPORT NO:	GE188
REPORT TITLE:	Proposal to Rename Village Close Westmeadows to Village Crescent
SOURCE:	Peter Faull, Coordinator Governance and Corporate Support
DIVISION:	Corporate Services
FILE NO:	HCC17/134
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENT:	1. <i>Map of Village Close</i>

1. SUMMARY OF REPORT:

- 1.1 A proposal has been received to rename Village Close, Westmeadows to Village Crescent. It is only the suffix of this street that is proposed to be renamed.
- 1.2 A map showing the location of Village Close, and the proposed continuation of this road with the name Village Crescent, is provided as Attachment 1.

2. RECOMMENDATION:

THAT Council approves progression to the public consultation stage the application to rename Village Close, Westmeadows to Village Crescent.

3. LEGISLATIVE POWERS:

Geographic Place Names Act 1998 (the Act)

4. FINANCIAL IMPLICATIONS:

- 4.1 Council expenditure associated with the naming proposal will include administration costs and associated costs for community consultation.
- 4.2 Both the costs of administration and any signage will be funded from Council's operational budget.
- 4.3 Any costs associated with a property owner's change of legal address will be borne by the property owner.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

There are no environmental sustainability implications in respect to this report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

There are no climate change adaptation implications in respect to this report.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The rights protected in *The Charter of Human Rights and Responsibilities Act 2006* were considered and it was determined that no rights were engaged in this naming proposal.

8. COMMUNITY CONSULTATION:

- 8.1 In accordance with the *Naming Rules for Places in Victoria 2016* (the Naming Rules), and Hume City Council's Place Names Policy, Council is required to consult with the community when considering applications received under the Act. The method and extent of consultation is dependent on the significance of the feature proposed to be named.

REPORT NO: GE188 (cont.)

- 8.2 Internal consultation was undertaken to seek advice from relevant Hume officers and there were no issues raised that would prevent the progression of this naming proposal to the community consultation stage.
- 8.3 It is recommended that Council consults with the local and wider community by placing public notices in local papers and on Council's website, and by writing to the property owners that are currently directly affected by this proposal.
- 8.4 The period of public consultation would be 30 days.

9. DISCUSSION:

9.1 On 7 February 2017 correspondence was received from Bosco Jonson Pty Ltd, on behalf of developer Frasers Property Australia, requesting that Council change the suffix of Village Close, Westmeadows to Village Crescent. It is only the suffix of this street that is proposed to be renamed. This street is located within a new estate known as 'Valley Park – The Crest'.

9.2 The application states:

'Village Close is currently a dead end road, but is now being extended to ultimately become a through road, thereby acting as a connector road through the Valley Park Estate. For this reason the current Road Type "Close" will no longer be suitable for this road. We would therefore like to request the road name change to Village Crescent.

In order to eliminate any potential delays in the registration of the first stage and the issuing of appropriate street addresses we would appreciate if you could take all the necessary steps to facilitate this road name change at your earliest convenience.'

9.3 Section 3.2.3 of the Naming Rules state that:

"All roads must have a road type assigned that suitably describes the road's characteristics... In new estates, road types can be chosen with the ultimate estate configuration in mind. For example, a road that is initially a cul-de-sac may be given an open-ended road type if it can be demonstrated that the road will eventually become a through road."

Assessment of Proposal Against the Naming Rules

- 9.4 An analysis of the naming proposal was conducted by Council officers against the Naming Rules.
- 9.5 In particular, Council officers assessed the naming proposal against the following key principles:

<p>Principle (A) – Ensuring Public Safety</p> <p>Geographic names and boundaries must not risk public and operational safety for emergency response; or, cause confusion for transport, communication and mail services. Many emergency services and other public services (such as mail) are determined by locality boundaries or road extents, and proposals must ensure that operations will not be adversely affected.</p>	<p>Comment:</p> <p>As the street suffix for this road is currently that used for a closed-ended street type, the change to an open-ended street type suffix would be more appropriate when considering the final design of the road.</p> <p>An open-ended suffix that is more descriptive of the final design of this road would also prevent any confusion for emergency responders and/or transport, communication and mail services, therefore minimising any risks to public and operational safety associated with these service providers.</p>
<p>Principle (B) – Recognising the public interest</p> <p>Regard needs to be given to the long-term consequences and short-term effects on the</p>	<p>Comment:</p> <p>If a change is to be made to this road name, then it is better to do it when only a small number of property owners will be affected,</p>

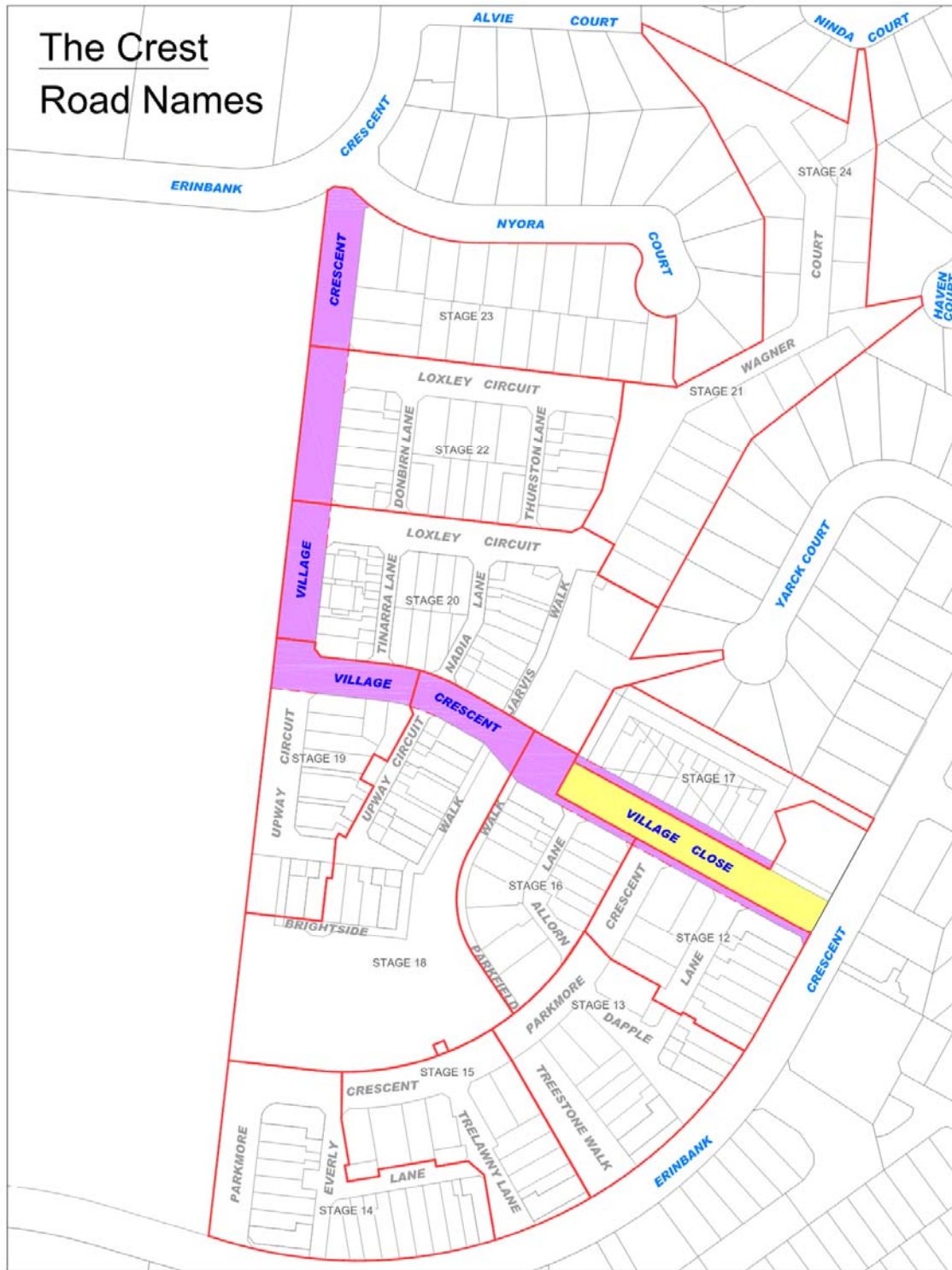
REPORT NO: GE188 (cont.)

<p>wider community of naming, renaming or adjusting the geographic boundary of a place. Changes will affect not only the current community but also future residents, emergency response zones, land titles and addresses, property owners, businesses and visitors.</p>	<p>rather than at a time when there are more property owners who would be required to legally change their addresses. There are currently six property owners that fall into this category.</p>
<p>Principle (J) – Language</p> <p>The use of names from Australian English, Aboriginal names and names from other languages need to be given careful consideration. The following points must be considered.</p> <ul style="list-style-type: none"> • Roads and features must use approved road and feature types which are located in Appendix A and Appendix B (of the Naming rules). 	<p>Comment:</p> <p>The change of suffix from ‘Close’ to the ‘Crescent’ conforms to the approved road types listed in the Naming Rules.</p>
<p>Principle (L) – Assigning extent to a road, feature or locality</p> <p>When a proposal to name a road, feature or locality is being developed, the naming authority must clearly define the area and/or extent to which the name will apply.</p> <p>For example, the name of a road should apply from one end of the road to the other, i.e. to the points where the road finishes or intersects with other roads.</p>	<p>Comment:</p> <p>With Village Close being extended, it should have an appropriate road suffix that applies to the final design of the road.</p>

- 9.6 The Naming Rules refer to a street with the suffix of Close as a ‘short enclosed roadway’. A Close is also referred to as a cul-de-sac, which is a street enclosed at one end.
- 9.7 When construction of Village Close is complete, it will no longer be a cul-de-sac, because it will be an open-ended road. The Naming Rules refer to a Crescent as being an open-ended road.
- 9.8 Based on the above analysis and definitions, it is highly likely that a change of suffix name for this road would be compliant with the Naming Rules, should Council choose to ultimately endorse this re-naming proposal.

10. CONCLUSION:

It is recommended that Council approves the progression of this re-naming request to the public consultation stage, to seek the community’s views on the proposal to rename Village Close, Westmeadows to Village Crescent.



LEGEND

Current Road Named Village Close (To be renamed Village Crescent)

Future Road Named Village Crescent

Stage Boundaries



Ref: 30400
 Dwg: 3040000EA
 Date: 15/02/2017
 Scale: 1:750 @ A1
 1:1500 @ A3



REPORT NO: GE189
REPORT TITLE: Chief Executive Officer - Annual Leave - June 2017
SOURCE: Domenic Isola, Chief Executive Officer
DIVISION: Chief Executive Officer
FILE NO: Personnel Part B
POLICY: ---
STRATEGIC OBJECTIVE: 5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENTS: Nil

1. SUMMARY OF REPORT:

- 1.1 The Chief Executive Officer, Domenic Isola, wishes to apply to Council for 19 days annual leave from 13 June 2017 to 9 July 2017 inclusive.
- 1.2 Subject to approval being granted, it is proposed that Mr Daryl Whitfort, Director Corporate Services be appointed Acting Chief Executive Officer during this period.

2. RECOMMENDATION:

- 2.1 That the Chief Executive Officer, Domenic Isola, be granted 19 days annual leave from 13 June 2017 to 9 July 2017 inclusive.**
- 2.2 That Mr Daryl Whitfort, Director Corporate Services be appointed Acting Chief Executive Officer during this period.**