



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

TUESDAY, 13 JUNE 2017

7.00 PM

**COUNCIL CHAMBER, HUME GLOBAL LEARNING CENTRE,
BROADMEADOWS**

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 Tuesday, 13 June 2017
at 7.00 PM
at the Council Chamber, Hume Global Learning Centre, Broadmeadows

To: a: Council Cr Drew Jessop Mayor
 Cr Ann Potter Deputy Mayor
 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

b: Officers Mr Daryl Whitfort Acting Chief Executive Officer
 Mr Peter Waite Director Sustainable Infrastructure and Services
 Mr Gavan O'Keefe Acting Director Corporate Services
 Ms Margarita Caddick Director Community Services
 Mr Kelvin Walsh Director Planning and Development
 Ms Kylie Ezzy 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

Councillor Jodi Jackson advises that she will be an apology for this meeting.

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.

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 8 May 2017 and the Ordinary Council (Town Planning) Meeting of 22 May 2017, including Confidential Minutes as circulated.

RECOMMENDATION:

THAT the Minutes of the Ordinary Council Meeting of 8 May 2017 and the Ordinary Council (Town Planning) Meeting of 22 May 2017, including Confidential Minutes as circulated, be confirmed.

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

6.1 Minutes of the Audit Committee Meeting of the Hume City Council held on 19 May 2017

RECOMMENDATION:

THAT the Minutes of the Audit Committee Meeting of the Hume City Council held on 19 May 2017, as circulated, be noted.

7. PRESENTATION OF AWARDS

7.1 Residents of the Month - Nominated by Cr Naim Kurt

Ms Judith Lund

Ms Maggie De Pasquale

7.2 Certificate of Recognition – Gladstone Park Community Centre Committee of Management Retiring Members

Ms Pat Townsend, Chairperson

Mr Fred Van Ross, Treasurer

7.3 Sports Aid Grants

Hume City Council's Sports Aid Grants program aims to assist young Hume residents with competition and other event related expenses to encourage high achievements and excellence in their chosen sport.

The following recipients have been awarded a Hume City Council Sports Aid Grant to the value identified below.

NAME	FUNDING SOUGHT FOR	AMOUNT OF GRANT
Taine Venables	Bitumen Go Karts (Interstate)	\$400.00
Damien Croxton	Basketball (Regional)	\$150.00

NOTICE OF MEETING

8. NOTICES OF MOTION

NOM390 by Cr Jack Medcraft

I hereby request that pursuant to Council's Governance Local Law 2013 (including Code of Meeting Procedures and Code of Conduct for Councillors) that the following motion be included on the Agenda of the next Ordinary Council Meeting.

RECOMMENDATION:

That Hume City Council writes to the Minister for Energy, Environment and Climate Change requesting that funds generated through the collection of the Municipal and Industrial Landfill Levy be constrained to the purposes for which the Levy was introduced.

Council, in the last financial year 2015-2016, paid \$3,502,047 to the Environment Protection Authority (EPA) for the landfill levy. This was calculated on Council depositing at landfill its municipal waste collections for kerbside, litter and hard waste. In the same financial year Council only received \$15,000 for Litter Hot Spot funding from the levy.

The letter to the Minister is to convey Hume City Council's concerns that the Levy funds are currently being allocated to supplement Parks Victoria initiatives, which are not related to the original purposes of the Levy.

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

NOTICE OF MEETING

15. GENERAL BUSINESS

16. CONFIDENTIAL MATTERS

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
COGE138	Community Centre User Group Arrangements	(d) contractual matters
COGE139	Assembly of Councillors	(h) any other matter which the Council or special committee considers would prejudice the Council or any person

17. CLOSURE OF MEETING

**DOMENIC ISOLA
CHIEF EXECUTIVE OFFICER**

7/06/2017

REPORT NO:	HE059
REPORT TITLE:	L2P - Learner Driver Mentor Program Update
SOURCE:	Cara Rose, Community Development Officer
DIVISION:	Community Services
FILE NO:	HCC10/70
POLICY:	Community Safety Action Plan 2015 - 2019
STRATEGIC OBJECTIVE:	2.2 Strengthen community safety and respectful behaviour.
ATTACHMENTS:	Nil

1. SUMMARY OF REPORT:

- 1.1 Transport Safety is a key strategic direction of Council's Community Safety Action Plan 2015-2019. The CSAP includes actions that aim to promote safe driver behaviour and promote and support safe active transport within Hume.
- 1.2 The L2P Learner Driver Mentor Program (L2P Program) is funded by the Transport Accident Commission (TAC) and managed by VicRoads. It has been successfully delivered in partnership by Council and the Hume Whittlesea Local Learning and Employment Network (HWLLEN) for over eight years.

2. RECOMMENDATION:

That Council notes the achievements of the L2P Learner Driver Mentor Program (L2P Program) delivered by the Hume Whittlesea Local Learning and Employment Network in partnership with Hume City Council.

3. LEGISLATIVE POWERS:

As specified in the Local Government Act 1989, a key function of Council is to advocate and promote proposals which are in the best interest of the local community. The Community Safety Action Plan outlines the actions to be undertaken by Council to improve transport safety in Hume City, and complimented by the Road Safety Plan.

4. FINANCIAL IMPLICATIONS:

- 4.1 Council currently receives a grant of \$85,500 from VicRoads (on behalf of TAC) to deliver the program. In addition, Council contributes an additional \$5,000 to the operational costs of the program.
- 4.2 The grant covers the costs of running two Council fleet vehicles that are used by program participants and staffing and administration costs that the HWLLEN incurs in managing the program.

5. COMMUNITY CONSULTATION:

Transport safety is a key strategic direction identified in the Community Safety Action Plan which was informed by significant community consultation in 2015.

6. DISCUSSION:

6.1 Background to the L2P Program

- 6.1.1 In 2007, the then State Government introduced the Graduated Licensing System (GLS) for all Victorian Drivers under the age of 21 years, requiring Learner Drivers to have a minimum of 120 hours of supervised driving experience before they can sit for their probationary licence test. In response, the Sunbury Rotary Club developed the 'Drive 120 program'. Following the

REPORT NO: HE059 (cont.)

success of the program, VicRoads funded two pilot programs of the L2P Program, before rolling out funding for the program across the State in 2009.

- 6.1.2 In 2009, Council entered into a Partnership Agreement with the HWLLEN to deliver the L2P Program on behalf of Council. Working together, Council and the HWLLEN appointed a Coordinator, established a Steering Committee and developed the relevant documents including Standard Operating Procedures. Subsequently the HWLLEN employed an L2P Coordinator for Hume, who is now one of the longest standing coordinators involved with the program across the state.

At the commencement of the L2P Program, three Council vehicles were allocated to the program within one car garaged at the Broadmeadows, Craigieburn and Sunbury Police Stations for access by the L2P Program participants. The Craigieburn car was removed from the program in 2016 to assist in keeping project costs in line with the funding received from VicRoads.

6.2 Overview of the L2P Program

- 6.2.1 Since the Graduated Licensing System was introduced, research indicates that it has beneficial effects on the safety of young drivers; however, it still poses a challenge for Learner Drivers who do not have access to a suitable supervising driver or a vehicle.

The L2P Program aims to assist Learner Drivers, between the ages of 16-20 years of age, who have been identified as facing significant barriers or disadvantages (economic, social or other), which may prohibit them from obtaining their 120 hours driving experience required to apply for a probationary licence.

Significant barriers or disadvantages faced by young people who participate in the program include, but are not limited to:

- (a) No access to a supervising driver or vehicle;
- (b) Single parent families;
- (c) Health issues, including mental health, anxiety, autism, etc.;
- (d) Not currently attending official education or unemployment;
- (e) Transient and/or homelessness;
- (f) Family violence in the home; and
- (g) Refugees and newly arrived residents.

- 6.2.2 In order to participate in the L2P Program, either as a Mentee Learner Driver or a Mentor Supervising Driver, the following eligibility criteria needs to be met:

To become an eligible Mentee Learner Driver, young people need to be:	To become a eligible Mentor Supervising Driver, community members need to be:
<p>Between 16 and 20 years of age.</p> <p>A current learner's permit holder.</p> <p>Without access to either a vehicle, a supervising driver, or both.</p> <p>Learner Drivers can refer themselves to the L2P program or be referred by parents, schools, community agencies or other organisations.</p>	<p>Interested in helping young people.</p> <p>Over 21 years of age.</p> <p>A current full Victorian driver's licence holder.</p> <p>Screened by your local L2P Program.</p> <p>Undertake a comprehensive VicRoads training program to become Learner Driver Mentors.</p>

REPORT NO: HE059 (cont.)

The VicRoads Funding Agreement requires there to be 45 active matches between Mentee Learner Drivers and Mentor Supervising Drivers each quarter.

- 6.2.3 In addition to obtaining a Probationary Licence and having safer road users in Hume City, the L2P Program mentoring element has many positive benefits for the Mentee Learner Driver and the Mentor Supervising Driver.

Benefits for Mentee Learner Drivers include, but are not limited to:

- (a) To develop and maintain a purposeful, empowering, supportive, calm, positive and ongoing relationship (something they may not have at home);
- (b) Receive positive role modeling and social etiquette skills;
- (c) Mentoring and social connections that might not otherwise exist; and
- (d) At least one hour a week of driving.

- 6.2.4 Benefits for the Mentor Supervising Driver include, but not limited to:

- a) Meeting new people from diverse backgrounds;
- b) Gaining satisfaction and fulfillment from giving back to their community;
- c) Providing friendship and non-judgmental support to the young person;
- d) Developing social and professional skills;
- e) Making a positive difference to a young person's life (as well as their own); and
- f) Having great fun along the way.

6.3 L2P Program - Achievements

- 6.3.1 Since the establishment of the City of Hume L2P Program the following achievements have included:

- (a) 108 young people in Hume City who have successfully gained their licence through the L2P Program.
- (b) 300 plus young people who have participated in the program.
- (c) 100 plus Mentor Supervisor Drivers who have actively volunteered in the program.
- (d) Approximately 7,000 hours spent on the road by Mentee Learner Drivers whilst being supervised by volunteer Mentor Drivers.
- (e) Over 150 young people currently registered on a waiting list to be matched with a Mentor Supervising Driver.

Note: There is latent demand for the program, as the HWLLEN on average receives one call a week from a young person enquiring about the program but who do not wish to be placed on a waiting list.

- 6.3.2 On the 9th May, 2017, a "100th Licence Celebration" event was held at Youth Central by the HWLLEN. The event was an opportunity for L2P staff, volunteers, participants and partners to celebrate the success of the program, with particular focus on the dedication of the volunteers. A number of Mentor Supervisor Drivers were acknowledged at the event where the following case studies were presented by HWLLEN staff:

(a) **Case Study 1**

Joining the L2P Program at age 17, this young person was matched with a Mentor Supervisor Driver and gained his probationary licence about a year later. At age 25, after gaining his full licence, this young person wanted to give back and has since joined the program as a Mentor Supervisor Driver and has already assisted another young person to gain their probationary licence.

REPORT NO: HE059 (cont.)

(b) **Case Study 2**

After volunteering in the L2P Program for over five years, this Mentor Supervisor Driver has supported seven young people in Hume to successfully gain their probationary licence. In addition, this volunteer regularly puts their hand up to support other Mentor Supervisor Drivers who are taking time away from the program (due to holidays, illness, etc.) as well as supporting an additional five Mentee Learner Drivers.

(c) **Case Study 3**

After volunteering in the program as a Mentor Supervisor Driver and gaining satisfaction from the opportunity to make such a positive effect in the life of a young person, this volunteer opted for a career change to become a driving instructor within Hume City.

7. CONCLUSION:

Council is committed to reducing the number of road accident casualties, through the delivery of a range of road safety actions that promote and facilitate safe driver behaviour.

The ongoing successful delivery of the L2P Program, in partnership with the HWLLEN, has demonstrated an extensive range of positive benefits for the Hume community and young people who are supported to gain their motor vehicle licence.

REPORT NO:	HE060
REPORT TITLE:	2018/19 Sport and Recreation Victoria Funding Applications
SOURCE:	Bruce Fordham, Manager Leisure Centres and Sports
DIVISION:	Corporate Services
FILE NO:	HCC04/415-05
POLICY:	-
STRATEGIC OBJECTIVE:	2.1 Foster a community which is active and healthy.
ATTACHMENTS:	Nil

1. SUMMARY OF REPORT:

- 1.1 This report seeks Council's approval for four (4) applications to be submitted to Sport and Recreation Victoria (SRV) for the 2018/19 Community Sports Infrastructure Fund (CSIF).
- 1.2 The initial process requires an expression of interest to be submitted for consideration. The Department of Sport and Recreation will then advise Council if the submitted projects will proceed to a more detailed application process.
- 1.3 The applications are proposed for the following projects:
 - 1.3.1 Female Friendly Category – Willowbrook Reserve – upgrade of existing change facilities.
 - 1.3.2 Country Football and Netball Category (ongoing funding is available not limited by closing date for this program) – Pavilion at John McMahon District Recreation Reserve
 - 1.3.3 Minor Facilities Category – Roxburgh Park Rise Primary School – synthetic junior AFL/soccer and athletics facility with lighting.
 - 1.3.4 Major Facilities – Sunbury BMX, Scooter and Skate, construction of a pavilion.

2. RECOMMENDATION:

That Council approve the submission of applications to Sport and Recreation Victoria for the 2018/19 Community Sports Infrastructure Fund for the following projects:

- 2.1 *Willowbrook Reserve pavilion upgrade, seeking a \$100,000 SRV contribution towards a \$320,000 project.***
- 2.2 *John McMahon Reserve pavilion project, seeking a \$100,000 SRV contribution towards a \$1,120,000 project.***
- 2.3 *Roxburgh Park Rise Primary School seeking a \$100,000 SRV contribution towards a \$831,440 project.***
- 2.4 *Sunbury BMX, scooter and skate project, seeking a \$293,000 SRV contribution towards an \$880,000 project.***

3. LEGISLATIVE POWERS:

The provision of recreation services is a Council function as specified in accordance with the *Local Government Act 1989*.

REPORT NO: HE060 (cont.)

4. FINANCIAL IMPLICATIONS:

- 4.1 Three projects have been identified in the Council forward Capital Works program for the 2018/19 financial year.
- 4.2 The project proposed by Roxburgh Rise Primary School does not require a financial contribution from Council for this project and the school has confirmed their capital funds are available.
- 4.3 The CSIF provides a funding partnership opportunity between Council and the Victorian Government. If successful, the SRV grants will reduce the cost to Council of providing quality sport and recreation facilities for the community by up to \$493,000. \$100,000 will also contribute to the cost of the project at the Roxburgh Park Rise Primary School.
- 4.4 The funding breakdown for the projects is as follows:

Project	Amount sought from Victorian Government	Council contribution	Other Contribution	Total project budget	Source of Council contribution
Willowbrook Reserve pavilion upgrade – female friendly	\$100,000	\$220,000		\$320,000	Capital Works Program Willowbrook Master Plan
John McMahon pavilion construction	\$100,000	\$1,020,000		\$1,120,000	Capital Works Program John McMahon Master Plan
Roxburgh Park Rise Primary School – synthetic surface and lighting project	\$100,000	n/a	\$400,000 Roxburgh Rise Primary School \$50,000 AFL Victoria Further funds being confirmed	\$831,440	Funding commitment not required
Sunbury BMX, scooter and Skate regional facility	\$293,000	\$587,000		\$880,000	Funding included in BMX, scooter and skate capital funding program

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

All projects will consider, where applicable and appropriate, environmentally sustainable design and construction.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

All projects will include consideration of Climate Change adaption opportunities and technologies.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The projects to be submitted will support improved sporting and recreation participation opportunities for the Hume community.

REPORT NO: HE060 (cont.)

8. COMMUNITY CONSULTATION:

8.1 Hume-based sporting clubs on Council's database were invited to submit an Expression of Interest for the Minor Facilities, Cricket Facilities and Female Friendly Facilities category of this funding program. The following three (3) submissions were received by Council:

Club	Project
Roxburgh Park Rise Primary School	Construction of a synthetic training pitch for AFL/soccer and cricket with lighting.
Meadow Park Soccer Club (Gladstone Park Reserve)	Build Two Additional Change rooms and Upgrade Existing Facilities to Comply with Female Friendly Facility Standards, and Upgrade Sportsground Lighting to 100 lux.
Upfield Soccer Club (Gibb Reserve)	Upgrade Floodlighting to South Soccer Pitch, and Upgrade Surface to South Soccer Pitch (sub-surface drainage and top-dressing).

8.2 If Council is successful in securing funds from SRV, further consultation will take place with key user groups for all successful projects to ensure an opportunity for participation in further development of the projects.

9. DISCUSSION:

9.1 The Department of Environment, Land, Water and Planning (DELWP) through Sport and Recreation Victoria (SRV) administer the Community Sports Infrastructure Fund (CSIF). The funding program provides grants for planning, building new, and improving existing facilities where communities conduct, organise and participate in sport and recreation.

9.2 The program helps provide high-quality, accessible community sport and recreation facilities across Victoria by encouraging:

- increased sport and recreation participation for all Victorians
- increased female and junior participation
- increased access to sport and recreation opportunities
- better planning of sport and recreation facilities
- innovative sport and recreation facilities
- environmentally sustainable facilities
- universally designed facilities.

9.3 Assessment of projects

9.3.1 To allow local clubs to put forward projects for consideration, Council undertook an Expression of Interest (EOI) process with local clubs. Of the three (3) EOI's received from clubs, Council made the following considerations and recommendations:

REPORT NO: HE060 (cont.)

Club	Project	Category	Assessment of project	Recommendation
Roxburgh Rise Primary School	Develop synthetic sportsground and lighting at the school site.	Minor facilities	This project meets a number of criteria as outlined in the CSIF guidelines.	To submit an application.
Meadow Park Soccer Club – Gladstone Park Reserve	Pavilion Upgrade (improvements to the change facilities to meet female friendly requirements) including additional change rooms. Upgrade lighting of the reserve to 100 lux standard	Major facilities	This project is unable to be funded as Council has no forward funding commitment in the Capital Works program. This project will be considered as a part of the Pavilion and sports lighting review that is being conducted in the second half of 2017.	Unable to progress with an application.
Upfield Soccer Club	Upgrade Floodlighting to South Soccer Pitch, and Upgrade Surface to South Soccer Pitch (sub-surface drainage and top-dressing)	Minor Facilities	This project is unable to be funded as Council has no forward funding commitment in the Capital Works program. This project will be considered as a part of the Pavilion and sports lighting review that is being conducted in the second half of 2017.	Unable to progress with an application.

9.3.2 The projects recommended have been prioritised and are a best-fit for the funding criteria. As a result, Council officers are preparing applications across four funding categories:

- (a) Major Facilities Category – *Sunbury BMX scooter and skate project, construction of a new pavilion.*
- (b) Minor Facilities Category – *Roxburgh Park Rise Primary School – Synthetic sports surface project.*
- (c) Female Friendly Facilities – *Willowbrook Reserve pavilion redevelopment.*
- (d) Country Football and Netball Category – *John McMahon Reserve, pavilion construction.*

9.4 Next steps

9.4.1 Council officers are preparing applications (EOI process) to submit by the closing date of Wednesday 7 June 2017.

9.4.2 The Department of Environment, Land, Water and Planning is expected to announce successful projects from November 2017.

REPORT NO: HE060 (cont.)

10. CONCLUSION:

- 10.1 This report proposes that Council endorse the submission of project proposals to Sport and Recreation Victoria for the 2018/19 Community Sports Infrastructure Fund for the following projects:
- 10.1.1 Female Friendly Facilities Category
 - (a) *Willowbrook Reserve pavilion upgrade – female friendly* (seeking \$100,000)
 - 10.1.2 Country Football and Netball Category
 - (a) *John McMahon Reserve – new pavilion* (seeking \$100,000)
 - 10.1.3 Minor Facilities Category
 - (a) *Roxburgh Park Rise Primary School – synthetic surfaces project* (seeking \$100,000)
 - 10.1.4 Major Facilities Category
 - (a) *Sunbury BMX scooter and skate development – new pavilion* (seeking \$293,000)
- 10.2 If the proposed applications are successful the Victorian Government will contribute \$593,000 towards projects totalling \$3,151,440.
- 10.3 The provision of quality recreational and sporting opportunities assists in significantly improving the quality of life and wellbeing of the local community. The four (4) projects that are recommended to be submitted for funding will all provide a positive community outcome and increase participation in sport and recreation.

REPORT NO:	GE200
REPORT TITLE:	Proposal to Rename Village Close Westmeadows to Village Crescent
SOURCE:	Peter Faull, Coordinator Governance and Corporate Support; Brad Mathieson, Governance Support Officer
DIVISION:	Corporate Services
FILE NO:	HCC17/134
POLICY:	Place Names 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 (Showing Proposed Village Crescent)</i>

1. SUMMARY OF REPORT:

- 1.1 Council has received a proposal to rename Village Close, Westmeadows to Village Crescent. It is only the suffix of this street that is proposed to be renamed.
- 1.2 At its meeting of 10 April 2017, Council approved progression of this proposal to the public consultation stage to seek the views of the local and wider community, and in particular the views of those property owners that would be directly affected by the proposal.
- 1.3 This report provides a summary of the results of this community consultation process.

2. RECOMMENDATION:

- 2.1 **THAT Council notes the results of the community consultation process on the proposal to rename Village Close, Westmeadows to Village Crescent.**
- 2.2 **THAT Council endorses the proposal to rename this street from Village Close, Westmeadows to Village Crescent, and submits the name to the Registrar of Geographic Names for review and registration in VICNAMES.**

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.

REPORT NO: GE200 (cont.)

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* (the Naming Rules) and 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.

8.2 On Wednesday 26 April 2017 the following consultation processes began:

8.2.1 Consultation packs were sent to four directly affected property owners and occupiers in the vicinity of the road that is proposed to be renamed. The consultation packs contained a covering letter, a community survey, background information on the proposal and a reply paid envelope.

8.2.2 A public notice was placed in the Hume Leader, and in the Your Say section of Council's website, advising the community of the proposed name change and seeking feedback from community members.

8.2.3 As per the Naming Rules, the period of time open to residents to provide their feedback on the proposal was 30 days from the start of the consultation period.

Survey Results

8.3 Proposal to rename Village Close, Westmeadows to Village Crescent

Directly affected residents/ratepayers (4 Properties)	4	100%
Respondents who expressed consent	2	50%
Respondents who objected	0	0%
Residents/ratepayers who did not respond	2	50%

8.4 As per the Naming Rules, it is assumed that all non-returned surveys have no objections to the naming proposal.

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 Proposals of this type are considered by Council under the *Geographic Place Names Act 1998*, and the *Naming Rules* that are made under that Act.

9.3 Of the two surveys returned during the public consultation period, both supported the naming proposal. No objections were received objecting to the proposal.

9.4 It is recommended that Council endorses the proposal to rename this street from Village Close to Village Crescent, as it will be in the public's best interest to have the street type accurately assigned. The *Naming Rules* state that - "All roads must have a road type assigned that suitably describes the road's characteristics."

9.5 By renaming this road from a closed road type (Close) to an open road type (Crescent), stakeholders including emergency management and postal services, as well as a range of government bodies, will be assisted in providing efficient and effective delivery of services.

REPORT NO: GE200 (cont.)

- 9.6 A map of this location showing Village Close as it extends and becomes the proposed Village Crescent is provided as Attachment 1.

Assessment of Proposal Against the Naming Rules

- 9.7 An analysis of this naming proposal was conducted by Council officers against the principles contained in the Naming Rules which was presented in the first report on this proposal presented to Council on 10 April 2017.
- 9.8 In particular, Council officers assessed the naming proposal against the following key principles:

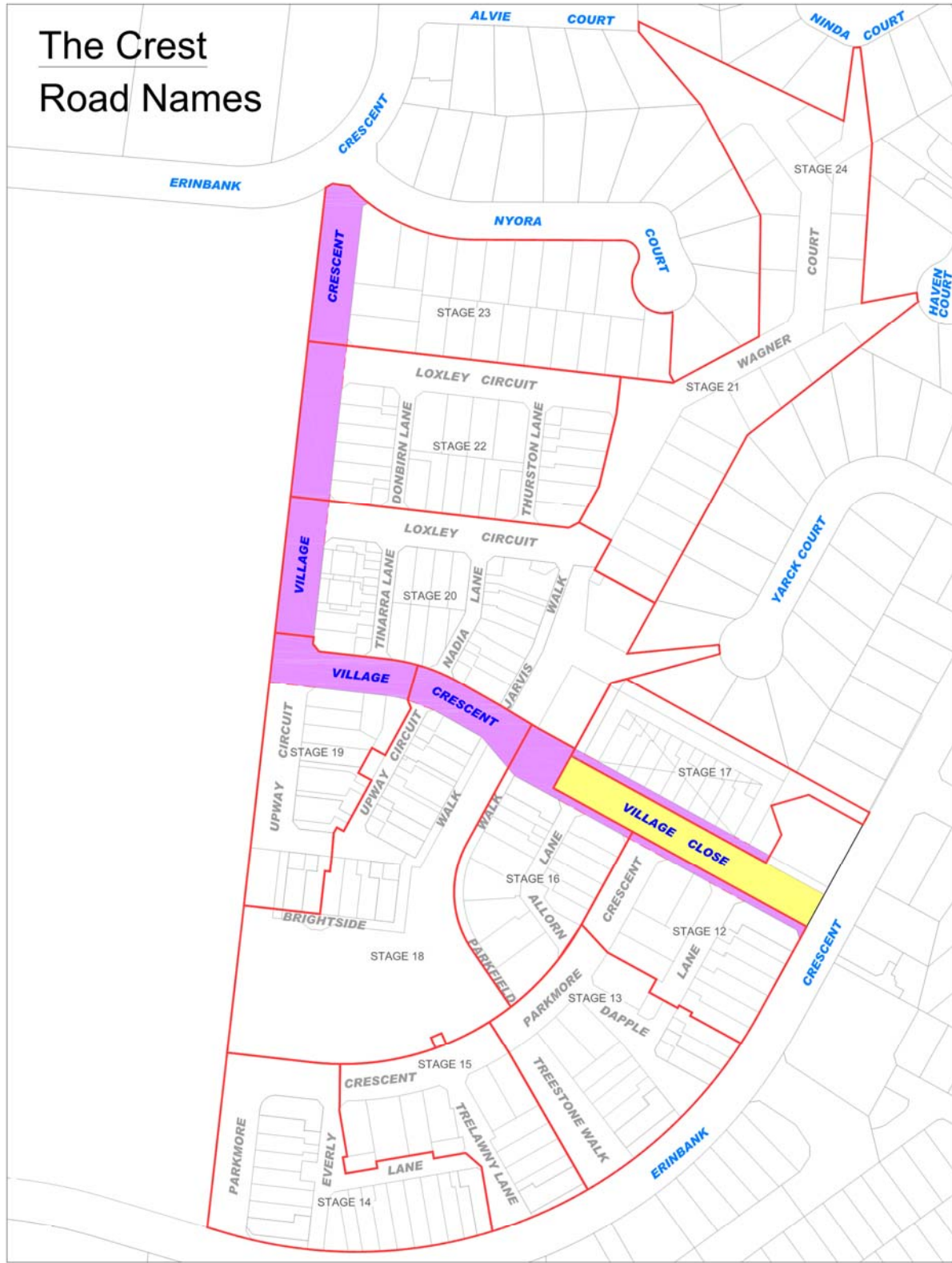
<p>Principle (A) – Ensuring Public Safety</p> <p>Geographic names and boundaries must not risk public and operational safety for emergency response; or, cause confusion for transport, communication and mail services. Many emergency services and other public services (such as mail) are determined by locality 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 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>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, 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>

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- 9.9 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.
- 9.10 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.
- 9.11 Based on the above analysis and definitions, 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.
- 9.12 If Council does endorse this proposal, it will be submitted to the Registrar of Geographic Names for review, and if approved by the Registrar, it will be registered in VICNAMES and published in the Victorian Government Gazette. VICNAMES is a database containing all registered and recorded place names in Victoria and holds more than 200,000 road and place names. It includes geographic features such as mountains and rivers; bounded localities such as suburbs, towns, cities; and regions and physical infrastructure such as roads, reserves and schools.
- 9.13 If the proposal is approved by the Registrar, the Office of Geographic names will inform relevant stakeholders such as emergency services, postal services, and spatial information or mapping organisations. Council will also inform local stakeholders such as our local Australia Post offices and the Australian Electoral Commission.
- 9.14 Road signage, which is the responsibility of Council, must also be erected (or in this case amended) within 30 days of Council being notified that the proposal has been approved.

10. CONCLUSION:

- 10.1 Public consultation on the proposal to rename Village Close, Westmeadows to Village Crescent is now complete.
- 10.2 Council received feedback in support of the proposal from owners/occupiers during the public consultation period.
- 10.3 It is recommended that Council endorses the proposed name of Village Crescent, for this street, and that it submits the name to the Registrar of Geographic Names for review and approval.



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:	GE201
REPORT TITLE:	Leave of Absence - Cr Jana Taylor
SOURCE:	Kirsty Pearce, Senior Governance Officer
DIVISION:	Corporate Services
FILE NO:	HCC12/403
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 Cr Taylor has advised Council that she will be travelling overseas from 15 June – 25 June 2017.
- 1.2 The Local Government Act 1989 provides that a councillor cannot be absent from four consecutive ordinary meetings of the Council without leave obtained from the Council. Cr Taylor is not legislatively required to request leave of Council as she will not miss any ordinary meetings of the Council. However, as a Meeting of the Whole Council to consider submissions received on the draft Budget 2017/18 and draft Council Plan 2017-2021 may be convened on 19 June 2017, Cr Taylor wishes to seek a formal Leave of Absence from Council.

2. RECOMMENDATION:

That Cr Taylor be approved a Leave of Absence from Council for the period 15 June 2017 to 25 June 2017 (inclusive).

3. LEGISLATIVE POWERS:

Section 66 B(1) of the *Local Government Act* 1989

4. DISCUSSION:

- 4.1 Under the *Local Government Act* 1989 (the Act), Section 69 (1)(g) a Councillor ceases to hold the office of Councillor if they “are absent from 4 consecutive ordinary meetings of the Council without leave obtained from the Council”. Section 69 (2) states that “the Council must not reasonably refuse to grant leave.”
- 4.2 Cr Taylor has applied for a leave of absence from 15 June – 25 June 2017 (inclusive) in order to travel overseas. While a leave of absence is not legislatively required for this absence, Cr Taylor is mindful that a Meeting of the Whole Council may be called for 19 June 2017 to consider submissions received on the draft Budget 2017/18 and draft Council Plan 2017-2021, and she wishes to seek a formal Leave of Absence. In considering Cr Taylor’s application for a Leave of Absence, Council is guided by Section 66 B(1) of the Act.

“66B Leave of absence of Councillor

(1) If a Councillor is required to take leave of absence under this Act, the Councillor—

- (a) may continue to be a Councillor but must not perform the duties or functions of a Councillor during the period of leave;
- (b) remains entitled to receive a Councillor allowance unless this Act otherwise provides;

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- (c) is not entitled to be reimbursed for out-of-pocket expenses during the period of leave;
 - (d) must return all Council equipment and materials to the Council for the period of leave if the Council requires.”
- 4.3 In addition to deciding whether to approve Cr Taylor’s application for Leave of Absence (which must not unreasonably be refused), Council can under Section 66B (1)(d) of the Act, make a determination requiring the return of the equipment and materials provided to Cr Taylor as a Councillor.
- 4.4 Cr Taylor advises that she wishes to maintain contact with constituents and Council whilst overseas, and requests that consideration be given to her retaining the Councillor equipment provided during her Leave of Absence.
- 4.5 It is therefore recommended that Cr Taylor not be required to return the Council issued materials and equipment during her Leave of Absence.

5. CONCLUSION:

Given that Council is obliged to not unreasonably refuse a Councillor’s application for Leave of Absence, and there being no reason to not approve Cr Taylor’s application, it is recommended that the Leave of Absence request be approved.