



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

MONDAY, 13 MAY 2019

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.

This meeting of the Hume City Council will be recorded and published in accordance with Council's Audio Recordings of Council Meetings Policy.

HUME CITY COUNCIL

**Notice of an
ORDINARY COUNCIL MEETING OF THE HUME CITY COUNCIL**
to be held on Monday, 13 May 2019
at 7.00 PM
at the Sunbury Council Chamber

To: a: Council	Cr Carly Moore Cr Naim Kurt Cr Joseph Haweil Cr Jodi Jackson Cr Drew Jessop, OAM Cr Leigh Johnson Cr Jack Medcraft Cr Geoff Porter Cr Ann Potter Cr Karen Sherry Cr Jana Taylor	Mayor Deputy Mayor
b: Officers	Mr Domenic Isola Mr Peter Waite Mr Daryl Whitfort Mr Hector Gaston Mr Michael Sharp Ms Kylie Ezzy	Chief Executive Officer 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

Cr Carly Moore and Cr Jana Taylor are apologies for this meeting as they are participating in the NORTH Link Led Economic Delegation to China as approved by Council at its meeting of 29 April 2019.

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. CONDOLENCE MOTIONS**5. 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.

6. CONFIRMATION OF COUNCIL MINUTES

Minutes of the Ordinary Council Meeting of 8 April 2019 and the Ordinary Council (Town Planning) Meeting of 29 April 2019, including Confidential Minutes.

RECOMMENDATION:

THAT the Minutes of the Ordinary Council Meeting of 8 April 2019 and the Ordinary Council (Town Planning) Meeting of 29 April 2019, including Confidential Minutes, be confirmed.

7. RECEIPT OF COUNCIL AND COMMUNITY COMMITTEE MINUTES AND RECOMMENDATIONS TO COUNCIL TO BE ADOPTED**7.1 Unconfirmed Minutes of the Gladstone Park Community Centre Committee of Management Annual General Meeting held on 19 February 2019****1. COMMITTEE RESOLUTIONS REQUIRING COUNCIL CONSIDERATION:**

- 1.1 That the Election of the Chairperson and Office bearers report be accepted.
- 1.2 That after all positions being declared vacant and nominations being called to fill the vacant positions, the following results were returned:
 - (a) Carolynn Venn Chairperson
 - (b) John Timbs Secretary/Treasurer/Booking Officer
 - (c) Margaret Monello Maintenance Officer
 - (d) Carol Hilderbrant GP Badminton Representative
 - (e) Peter Lazarus Hume, U3A Representative

- 1.3 That it be recommended the Council increase the remuneration payable for fee for service to the Treasurer/Secretary/Booking Officer, to be increased to \$1,600 annually, plus telephone \$20 monthly and internet reimbursements of \$20 monthly.
- 1.4 That the Committee meeting dates for the ensuing 12 months are to be held at the Gladstone Park Community Centre on:
 - (a) Tuesday 21 May 2019, 7.30pm
 - (b) Tuesday 16 July 2019, 7.30pm
 - (c) Tuesday 15 October 2019, 7.30pm
 - (d) Tuesday 19 February 2020, 7.30pm
 - (e) End of year dinner to be held on Sunday 1 December 2019, venue TBC
- 1.5 That the term deposit 1 be reinvested at the best rate at the time of maturity.
- 1.6 That the accounts outlined in the Treasurer's report, Profit and Loss, Balance Sheet and Aging report be accepted.

2. OFFICER'S COMMENTS:

- 2.1 The Gladstone Park Community Centre Committee of Management held their Annual General Meeting on 19 February 2019 as required by their Instrument of Delegation.
- 2.2 At the meeting the Committee was required to:
 - (a) Appoint office bearers for endorsement by Council;
 - (b) Recommend fees for adoption by Council;
 - (c) Recommend fees for service;
 - (d) Set meeting dates to be advertised by Council.
- 2.3 The Gladstone Park Community Centre Committee of Management (the Committee) has requested that the remuneration payable for fee for service to the Treasurer/Booking Officer and Secretary be increased from the current amount of \$1,488 per annum to \$1,600, however, it is recommended that the fee for service is increased to \$1,533 in total which is consistent with Council's Budget parameter guidelines of 3% for user fees, and with the fee for service increase that is recommended for other committee officer bearers. This total amount is distributed between each of the members performing the roles as determined by the Committee.
- 2.4 In addition to the fee for service, a monthly \$20 telephone allowance and \$20 internet allowance is also currently paid to nominated office bearer of the Committee. No change is recommended to either of these monthly allowances.
- 2.5 The committee has not proposed any user fees for 2019/2020. In accordance with Council's fee setting process a user fee will be recommended by Council officers and included in the 2019/20 draft council budget. The Committee will have an opportunity to provide feedback once the proposed 2019/2020 draft Council budget has been released.

3. RECOMMENDATION:

- 3.1 THAT the Unconfirmed Minutes of the Gladstone Park Community Centre Committee of Management Annual General Meeting held on 19 February 2019 be noted.**
- 3.2 THAT Council endorses the appointment of the following individuals as office bearers of the Gladstone Park Community Centre Committee of Management:**
- | | | |
|------------|-------------------------|--|
| (a) | Carolynn Venn | Chairperson |
| (b) | John Timbs | Secretary/Treasurer/Booking Officer |
| (c) | Margaret Monello | Maintenance Officer |
- 3.3 THAT the fees for service payable to the Treasurer/Booking Officer and Secretary for the 2019/2020 financial year are set at:**
- | | |
|------------|--|
| (a) | \$1,533 per annum; |
| (b) | \$20 per month telephone allowance; |
| (c) | \$20 per month towards internet fees. |
- 3.4 THAT Council notes and advertises the meeting dates for the Gladstone Park Community Centre Committee of Management for the next nine months to be held at the Gladstone Park Community Centre and commencing at 7.30 pm:**
- | | |
|------------|---------------------------------|
| (a) | Tuesday 21 May 2019 |
| (b) | Tuesday 16 July 2019 |
| (c) | Tuesday 15 October 2019 |
| (d) | Tuesday 19 February 2020 |

7.2 Unconfirmed Minutes of the Westmeadows Hall Committee of Management Annual General Meeting and General Meeting held on 21 February 2019**1. COMMITTEE RESOLUTIONS REQUIRING COUNCIL CONSIDERATION:****Annual General Meeting – 21 February 2019**

- 1.1 That the Treasurer's report and Statement of Accounts be received and adopted and that the Statement of Accounts be forwarded to Hume City Council for their records.**
- 1.2 That after all positions being declared vacant and nominations being called to fill the vacant positions, the following results were returned:**
- | | | |
|------------|------------------------|---|
| (a) | Mr E Hocter | Chair |
| (b) | Mrs E Sanderson | Honorary Secretary and Treasurer |
| (c) | Mr G Hodgson | Community Representative |
| (d) | Mrs P Chalkley | Community Representative |
| (e) | Ms H. Dobrautz | Community Representative |
| (f) | Mr B Koch | Community Representative |
| (g) | Mrs D White | Community Representative |
| (h) | Mrs M. Scott | Community Representative |

General Meeting – 21 February 2019

- 1.3 That the Treasurer's report and Statement of Accounts be received and adopted and that the Statement of Accounts be forwarded to Hume City Council for their records.

2. OFFICER'S COMMENTS:**Annual General Meeting - 21 February 2019**

- 2.1 The Westmeadows Hall Committee of Management held their Annual General Meeting on 21 February 2019 as required by their Instrument of Delegation.
- 2.2 At the meeting the Committee was required to:
- (a) Appoint office bearers for endorsement by Council;
 - (b) Recommend fees for adoption by Council;
 - (c) Recommend fees for service;
 - (d) Set meeting dates to be advertised by Council.
- 2.3 The committee has not proposed any user fees for 2019/2020. In accordance with Council's fee setting process a user fee will be determined by Council officers and included in the 2019/20 draft council budget. The Committee will have an opportunity to provide feedback once the proposed 2019/2020 draft Council budget has been released.
- 2.4 The Committee did not make any resolutions in regards to fees for service payable to the Committee Secretary/Treasurer. It is recommended that the fee for service is increased to \$1,533 in total which is consistent with Council's Budget parameter guidelines of 3% for user fees, and with the fee for service increase that is recommended for other committee officer bearers. This total amount is distributed between each of the members performing the roles as determined by the Committee.
- 2.5 In addition to the fee for service, a monthly \$20 telephone allowance and \$20 internet allowance is also currently paid to nominated office bearer of the Committee. No change is recommended to either of these monthly allowances.
- 2.6 The committee did not nominate any meeting dates for the next 12 months. The Committee, at their next meeting will be requested to confirm the next 12 months of Committee meeting dates.
- 2.7 The committee nominated 20 February 2020 as the date for its next Annual General Meeting.
- 2.8 Council, at its meeting of 13 August 2018 approved that the Westmeadows Hall be renamed to the Foresters Hall, Westmeadows. The Committee of Management, until their Instrument of Delegation is required to be updated, will continue to be referred to as the *Westmeadows Hall Committee of Management*. When the Instrument of Delegation is submitted to Council for approval, it will be proposed that the Committee of Management name change to the *Foresters Hall, Westmeadows Committee of Management*.

General Meeting – 21 February 2019

- 2.9 The maintenance items recorded in the committee's minutes were referred to the Coordinator Community Facilities for actioning.

3. RECOMMENDATION:

- 3.1 **THAT the Unconfirmed Minutes of the Westmeadows Hall Committee of Management Annual General Meeting and General Meeting held on 21 February 2019 be noted.**
- 3.2 **THAT Council endorses the appointment of the following individuals as office bearers of the Westmeadows Hall Committee of Management:**
- | | | |
|-----|------------------|---------------------|
| (a) | Edward Hoctor | Chairperson |
| (b) | Esther Sanderson | Secretary/Treasurer |
- 3.3 **THAT the fees for service payable to the Committee Secretary/Treasurer for the 2019/2020 financial year are set at:**
- | | |
|-----|---------------------------------------|
| (a) | \$1,533 per annum; |
| (b) | \$20 per month telephone allowance; |
| (c) | \$20 per month towards internet fees. |
- 3.4 **That user fees for the Foresters Hall, Westmeadows for the 2019/20 financial year, as contained in the 2019/20 draft Council budget, be recommended as:**
- | | | |
|-------------------------------------|--------------|----------|
| Permanent Bookings | Per Hour | \$18.15 |
| Casual Bookings | Per Function | \$303.80 |
| Refundable Bond For Casual Bookings | Bond | \$502.65 |
| Public Liability Insurance | Per Booking | \$22.45 |
- 3.5 **THAT Council contacts the Westmeadows Hall Committee of Management to request that they determine the next 12 months of Committee Meetings at their next Committee meeting.**
- 3.6 **THAT Council note the next Annual General Meeting of the Westmeadows Hall Committee of Management is scheduled for the 20 February 2020, commencing at 1.30pm.**

7.3 Minutes of the Sustainability Taskforce Meeting of the Hume City Council held on 2 April 2019**1. COMMITTEE RESOLUTIONS REQUIRING COUNCIL CONSIDERATION**

- 1.1 The Sustainability Taskforce unanimously passed a recommendation that:
- 1.1.1 Council endorse the International Campaign to Abolish Nuclear Weapons (ICAN) Cities Appeal on the grounds that the production, storage and use of nuclear weapons is unsustainable.
- 1.1.2 That Council consider taking actions that other endorsing Councils have taken to celebrate endorsing the ICAN Cities Appeal.
- 1.1.3 That Council promote the ICAN Cities Appeal in the community.

2. OFFICER'S COMMENTS:

- 2.1 ICAN is a coalition of non-government organisations worldwide promoting adherence to and implementation of the United Nations nuclear weapon ban treaty adopted in 2017.

- 2.2 The ICAN Cities Appeal is calling on Local Governments to endorse the following statement:

“Our city/town is deeply concerned about the grave threat that nuclear weapons pose to communities throughout the world. We firmly believe that our residents have the right to live in a world free from this threat. Any use of nuclear weapons, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment. Therefore, we support the Treaty on the Prohibition of Nuclear Weapons and call on our governments to join it.”

This appeal is for local governments of cities/towns in nations, including Australia, that have not yet ratified the United Nations Treaty on the Prohibition of Nuclear Weapons.

- 2.3 In addition to resolving to endorse the above statement, ICAN suggests that a participating City may like to take further actions including:

- 2.3.1 Write to the national government to advise the City has endorsed the ICAN Cities Appeal
- 2.3.2 Issue media releases announcing the City has joined the call for their national government to sign the Treaty
- 2.3.3 Inform their community including the possibility of a public exhibition on the reasons why the national government should sign the Treaty.
- 2.3.4 Take steps to ensure that funds administered by the City are not invested in companies that produce nuclear weapons.

- 2.4 Should Council want to consider participating in the Appeal, officers can provide further information at a future Councillors Strategy and Policy Meeting.

3. RECOMMENDATION:

- 3.1 **THAT the Minutes of the Sustainability Taskforce Meeting of the Hume City Council held on 2 April 2019 be noted.**
- 3.2 **THAT a briefing note be prepared for a future Strategy and Policy Briefing Session for Councillors to consider the International Campaign to Abolish Nuclear Weapons Cities Appeal.**

8. PRESENTATION OF AWARDS

- 8.1 **Residents of the Month – Glenys and Terry Campion, and Mr Kevin Moore**
(Nominated by Cr Jack Medcraft)

9. NOTICES OF MOTION

Nil

10. PUBLIC QUESTION TIME

NOTICE OF MEETING

11. 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.

<u>Item No</u>	<u>Title</u>	<u>Page</u>
<u>CULTURE AND COMMUNITY</u>		
CC092	Friends of Aileu Annual Report 2018	11
<u>SUSTAINABILITY AND ENVIRONMENT</u>		
SU397	Aitken Creek Low Level Crossing	21
SU398	Sustainability Report 2017/2018	33
<u>GOVERNANCE AND ENGAGEMENT</u>		
GE340	Quarterly Financial Report - March 2019	79
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GE342	Proposal to Name Unnamed Pavilion at the John McMahon Reserve in Honour of Jessy Carroll	93
GE343	Request for Authorisation of Council Officers under the Planning and Environment Act 1987	99

12. PETITIONS AND JOINT LETTERS

13. DEPUTATIONS

14. URGENT BUSINESS

15. DELEGATES REPORTS

16. GENERAL BUSINESS

17. 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
COSU126	Contract No. - Landscape Upgrade Works - Broadmeadows Town Park, Pearcedale Parade, Broadmeadows	(d) contractual matters
COGE239	Capital Works Report 2018/19 - March 2019 Update	(d) contractual matters
COGE240	Rate Arrears as at 31 March 2019	(b) the personal hardship of any resident or ratepayer
COGE241	Assemblies of Councillors - April 2019	(h) any other matter which the Council or special committee considers would prejudice the Council or any person

18 CLOSURE OF MEETING

DOMENIC ISOLA
CHIEF EXECUTIVE OFFICER

8/05/2019

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REPORT NO:	CC092
REPORT TITLE:	Friends of Aileu Annual Report 2018
SOURCE:	Chris Adams, Friends of Aileu Project Officer
DIVISION:	Community Services
FILE NO:	HCC05/29-06
POLICY:	-Social Justice Charter 2014
STRATEGIC OBJECTIVE:	3.1 Foster socially connected and supported communities.
ATTACHMENT:	1. <i>Friends of Aileu Annual Report 2018</i>

1. SUMMARY OF REPORT:

This report submits for Council's information a summary of the Friends of Aileu Annual Report 2018 (Attachment 1), documenting the activities and programs delivered by the Friends of Aileu, Hume and Moreland City Councils' East Timor Partnership Project, throughout the 2018 calendar year.

2. RECOMMENDATION:

That Council notes the activities undertaken by the Friends of Aileu, Hume and Moreland City Councils' East Timor Partnership Project in 2018, as summarised in Attachment 1.

3. LEGISLATIVE POWERS AND POLICY FRAMEWORK:

- 3.1 The primary purpose of Local Government under the Local Government Act (1989) is to ensure 'peace, order and good government'. It was in this context that the friendship relationships linking various Local Governments in Australia with District Administrations in Timor-Leste, including that between Hume and Moreland Councils with Aileu were established, commencing in 2000.
- 3.2 The Friendship Agreement between Hume and Moreland City Councils' and Aileu was renewed in 2016 for the period to 2020.
- 3.3 In 2016 Hume and Moreland City Councils also entered into complementary Municipal Cooperation Agreements to support Aileu in the development of its local government capacities, consistent with the MOU between the Victorian Government and the Government of Timor-Leste.

4. FINANCIAL IMPLICATIONS:

- 4.1 There are no additional financial implications relating to this report.
- 4.2 Hume City Council allocated \$62,000 in the 2018/19 operational budget to support the delivery of the Friends of Aileu Partnership Program.

5. ENVIRONMENTAL SUSTAINABILITY AND CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

- 5.1 The projects and activities included in this report were undertaken in support of the Friendship Agreement, which includes a commitment to assisting the Municipality of Aileu and its people to build a sustainable future.
- 5.2 The MOU's between Hume and Moreland Councils and Australian partner organisations of the Friends of Aileu, Shire of Campaspe and Campaspe East Timor

REPORT NO: CC092 (cont.)

Association in Friendship (CETAF), Merri Health, Centre for Education and Research in Environmental Strategies (CERES), and Renew (formerly Alternative Technology Association), recognise the need for sustainable development.

- 5.3 Positive impacts on environmental sustainability in Aileu are a consideration for all projects and activities supported by these and other partner organisations.

6. CHARTER OF HUMAN RIGHTS APPLICATION:

6.1 Human Rights, as enshrined in the *Victorian Charter of Human Rights and Responsibilities Act. (Vic 2006)*, have been considered in the design of the East Timor Partnership Project. The Project is delivered within the policy context of these rights and of the Hume Social Justice Charter.

6.2 The right to life and the right to participate in public life have been applied as follows:

6.2.1 The East Timor Partnership Project has been designed to identify and deliver programs and projects in conjunction with Aileu partners that address their local priorities, and which improve the health and well-being, education, economic and environmental outcomes for the people of Aileu.

6.2.2 Ongoing support and has been provided to the Aileu Municipal Administration and the Aileu Relationship Commission as Aileu continues its transition to elected responsible local government.

7. COMMUNITY CONSULTATION:

The Friends of Aileu Community Committee (FACC) was consulted in relation to the preparation and content of the Friends of Aileu Annual Report 2018.

8. DISCUSSION:

8.1 During 2018 the Friends of Aileu, Hume and Moreland City Councils' East Timor Partnership Project had a number of achievements including:

8.1.1 Strengthening Community Networks and Partnerships

8.1.2 Municipal Cooperation: Supporting Local Government in Timor-Leste

8.1.3 Working Together in Friendship for a Sustainable Future

8.2 The highlights and outcomes of the Friends of Aileu partnership for 2018 include:

8.2.1 The ongoing efforts of the Community Committee and partner organisations, working with the broader community and local businesses to contribute to fundraising and community awareness activities

8.2.2 The information and knowledge sharing between partners as a result of visits by key stakeholders to and from Aileu

8.2.3 Gender equity approaches in local government workshop provided for a visiting delegation of Timor-Leste public servants, delivered jointly by Hume and Moreland City Councils.

8.2.4 Activities offered through the partnership with CERES to share knowledge and resources to support school and community gardens in Aileu

8.2.5 A range of community health programs and projects delivered in Aileu, supported by Merri Health.

8.2.6 Activities supporting education in Aileu include:

- (a) Aileu scholarship student, Mariana Coro Martins, completed primary teacher studies at the Baucau Teachers College with high distinctions (course accredited to Australian standards)

REPORT NO: CC092 (cont.)

- (b) Interview/ survey of Aileu students, who received university scholarships over the period 2004-2016, completed. Final report currently in draft, scheduled for release early 2019.
 - (i) Activities supported by contributions from the Friends of Aileu Education Scholarship program.
 - (ii) The annual Aileu Science, Mathematics and Reading Contest, to inform progress of teaching methods to education authorities.
 - (iii) Establishment of a science laboratory including the pilot of an extra-curriculum biology and healthy living course for senior high school students
 - (iv) Publishing of multi-lingual school reading books
- 8.2.7 Networking and collaborative activities undertaken with the Melbourne's East Timorese community, Timor-Leste students in Melbourne and other friendship groups and related organisations.
- 8.2.8 The summary report of the Friends of Aileu Annual Report 2018 will be distributed to key stakeholders, including community members
- 8.2.9 A copy of the complete Annual Report will be available on Council's website for community and stakeholders to download.

9. CONCLUSION:

- 9.1 The Friends of Aileu Annual Report 2018 highlights the partnership achievements in assisting the community of Aileu to develop a range of education and community programs for a more sustainable future in line with the Friendship Agreement and the Municipal Cooperation Agreement.

REPORT NO: CC092 (cont.)

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Friends of Aileu

A partnership established in 2000

BUILDING STRONG COMMUNITIES IN TIMOR-LESTE AND AUSTRALIA

2018: ANOTHER FRUITFUL YEAR OF FRIENDSHIP AND COOPERATION WITH AILEU

A summary of Friends of Aileu Annual Report 2018



Aileu landscape



Ai-Kleu sacred site



Aileu Relationship Commission



Story-telling Glenroy Festival



Moreland City Council



2018: ANOTHER FRUITFUL YEAR OF FRIENDSHIP AND COOPERATION WITH AILEU

VISION

Our vision is of an enduring friendship between the people of the municipalities of Aileu, Hume and Moreland, based on the principles of mutual respect, cooperation and local decision-making as expressed in the Friendship Agreement (2016-2020) and Municipal Cooperation Agreement (2016).

To realise this vision, we will work with our community organisations and local governments to contribute to a more sustainable future for our communities by sharing stories, culture, insights, expertise and resources.

GOALS

Our goals are:

Goal 1 – Communities and Friendship:

To provide opportunities for the people of Moreland, Hume and Aileu to strengthen their communities by contributing to the development of the friendship relationship

Goal 2 - People and Organisations:

To support the people of Aileu in their own development and that of their local government and community organisations

Goal 3 - Programs and Projects:

To support community development programs and projects in Aileu identified in agreement with our Aileu friends and partners

Goal 4 - Partnerships and Networks:

To develop and maintain partnerships, collaborate with others and participate in networks that support the friendship relationship, focussing on the achievement of Goals 1 to 3

Goal 5 - Capabilities and Resources:

To maintain and develop the capabilities and resources of the Friends of Aileu and individual members and supporters to contribute towards achieving Goals 1 to 4



Aileu Municipality is home to 49,000 people in 135 small hamlets, administered as 31 rural villages within four administrative posts, and covers a largely mountainous, partly forested and agricultural area of 730 km²

2018: ANOTHER FRUITFUL YEAR OF FRIENDSHIP AND COOPERATION WITH AILEU

Strengthening Community Networks and Partnerships

Friends of Aileu again undertook a wide range of activities to maintain and develop the community connections which are the foundation of the friendship relationship, raising funds to support the work of our Aileu-based partners, including the Aileu Municipal Administration, Aileu Resource and Training Centre, Uma Ita Nian Parish Clinic, Aileu Anan Association, Aileu Rotaract and others.

Key partner organisations include CERES, Grassroots Gathering, Merri Health, Dental Health Services Victoria, North Richmond Community Health, PrimeSci! (Swinburne University), Rotary Club of Greenvale, Renew (formerly ATA), Wild Timor Coffee, Moreland Community Gardening, Kangaroo Valley Remexio Partnership, Sacred Heart Sandringham Parish Social Justice Group, Campaspe Shire Council and Campaspe East Timorese Association in Friendship.

We also work closely with community organisations including Melbourne East Timorese Activity Centre and the East Timorese Students Association Victoria.

Thank you to the many local businesses, performers and community members who again generously donated or provided discounted hire, time, goods, services and other resources for these events and activities



Trivia Quiz Fundraiser



Gender Equity Delegation

Municipal Cooperation: Supporting Local Government in Timor-Leste

Moreland and Hume City Councils hosted 16 leaders from across Timor-Leste's public sector for a half-day forum on gender equity approaches in local government.

This activity was implemented under the cooperation agreement between the Victorian and Timor-Leste Governments, with funding from a DFAT Australia Award Fellowship grant and from the Timor-Leste Human Capital Development Fund.

Working Together in Friendship for a Sustainable Future

Friends of Aileu again provided a range of opportunities for the people of Moreland, Hume and Aileu to strengthen their communities by sharing in a range of friendship exchanges and community development activities.

Visits to Timor-Leste

Friends of Aileu Community Committee members and friends formed a delegation to Aileu as part of the Australia Timor-Leste Election Observer Mission for the Timor-Leste 2018 parliamentary election.

The Friends of Aileu Project Officer visited Dili and Aileu to maintain personal connections, assess progress with current activities and identify priorities for future consideration.

Visitors from Timor-Leste

We hosted several visitors from Timor-Leste including:

- Domingos Sarmento, of the Aileu Anan Association and the Rotaract Club of Aileu, for a professional development placement
- Ego Lemos, musician, activist, educator and founder of the NGO PERMATIL, promoting the Timor-Leste school garden program
- Gisele and Eduardo Trucco, of Projeto Montanha, a youth training and development NGO based in Aileu.



Ego Lemos & Mystic Trio at school garden fundraiser

2018: ANOTHER FRUITFUL YEAR OF FRIENDSHIP AND COOPERATION WITH AILEU

School and Community Gardens

CERES Global conducted a permaculture engagement visit to Aileu and Atauro island with 11 participants.

This visit, focusing on school and community gardens, continued the sharing of perspectives, knowledge and resources with local communities, the Aileu Resource and Training Centre, and Timor-Leste NGOs NaTerra and PERMATIL.

Community Health, Local Agriculture and Sustainable Livelihoods

With a donation of \$25,000 from Merri Health, Friends of Aileu supported a range of community health initiatives in Aileu, including:

- Uma Ita Nian (Your House) Clinic’s community-based disability, rehabilitation and nutrition programs
- Aileu Resource and Training Centre’s community garden and rural reforestation projects
- Development of an educational school garden at the Dom Baumeta Central School
- An evaluation study of the Timor-Leste school garden program (part contribution)
- The first stage of a project to rehabilitate the water supply system for the Dom Baumeta school and two nearby villages
- Participation by young people from Aileu in PERMATIL’s 2018 Perma-Youth Camp.

Friends of Aileu also supported the ARTC’s annual Expo of local culture, products and produce.

During 2018 an evaluation was completed for the Oral Health Education project being coordinated by staff of Dental Health Services Victoria, with support from North Richmond Community Health.



St Francis Disability workshop staff

Education and Youth Development

Friends of Aileu supported:

- The studies of Mariana Coro Martins and Abilio Sarmiento at the Baucau Teachers College, with Mariana finishing the 3-Year diploma and Abilio finishing first year, each achieving high distinctions
- Aileu Anan Association survey 110 past recipients of Aileu University Scholarships, with the survey results to be used to help improve the equity and effectiveness of the scholarship program
- Aileu Resource and Training Centre’s ongoing staff development program
- St Augustine Kyabram Timor-Leste Committee’s work with Aileu Municipal Youth Centre refurbishing the Uma Dame (Peace House) meeting and educational facility.

With Hume City Council’s Aileu Education grant of \$5,140 and other funds, Friends of Aileu supported:

- ARTC’s annual Science, Mathematics and Reading Contest, the results of which are being used by the Aileu Education authorities to assess and improve school, teacher and student performance
- Aileu’s Maryknoll Sister establish a new biology laboratory and Healthy Living study program for Year 12 students, with an associated teacher training program
- Printing of multi-lingual (Portuguese, Tetun and English) school reading booklets.



Healthy Living course students

■ **Scholarship Recipients** ■



Abilio Sarmiento da Costa



Mariana Coro Martins

2018: ANOTHER FRUITFUL YEAR OF FRIENDSHIP AND COOPERATION WITH AILEU

Networking Activities

Friends of Aileu again played a lead role in the Australia Timor-Leste Friendship Network.

Friends of Aileu members and the Project Officer participated in a range of other Timor-Leste friendship related activities such as:

- Accompanying Timor-Leste students and Rotaract members to a meeting of the Rotary Club of Greenvale
- Meetings of the Campaspe East Timor Association in Friendship
- The monthly Melbourne East Timorese Activity Centre (METAC) dinners, including hosting the November METAC dinner in Broadmeadows
- Activities organised by Australia East Timor Association (AETA), including in relation to the Timor Sea Campaign and the anniversary of Timor-Leste's 1975 declaration of Independence.

Conclusion

The work of the Friends of Aileu is assisting the community of Aileu to develop and utilise their own resources for a more sustainable future in line with the Friendship and Municipal Cooperation Agreements.

We have good reason to believe that the real gains in community capacity observed in the areas of education and training, community health and progress towards more an improved environment and more sustainable livelihoods have, at least in some small part, been positively influenced by the community, organisational and local government connections and solidarity facilitated through the ongoing friendship and cooperation relationships.

Outlook for 2019

With sound partnerships in place, with long-term committee members and supporters continuing their involvement and being joined by several newer members and supporters, and with strong support from Moreland and Hume City Councils, the Friends of Aileu is well situated to address the challenges and opportunities it faces in 2019 and beyond.

Priorities for 2019 include:

- Improving communication with our communities, including via social media
- Evaluating the impact of Friends of Aileu overall, and for key projects and activities
- A visit by the Aileu Municipal Secretary
- A visit to Aileu by a Friends of Aileu delegation
- Planning for a visit by the Aileu Municipal Administrator in 2020 for the 20th anniversary of the Friendship Relationship.

Through its partnerships in Australia and Timor-Leste, Friends of Aileu continues to provide targeted support for priority activities in Aileu, with a focus on:

- Education, professional and youth engagement and development,
- Community health
- Sustainable environment and livelihoods.

A challenge for the years ahead is to identify suitable targeted activities to support the Aileu Municipal Administration to develop organisational capacities, professional resources and community programs, as it takes on more service delivery responsibilities under the Timor-Leste Government's decentralisation program.



Greenvale Rotary Event



METAC Dinner

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REPORT NO:	SU397
REPORT TITLE:	Aitken Creek Low Level Crossing
SOURCE:	David Fricke, Manager Assets
DIVISION:	Sustainable Infrastructure and Services
FILE NO:	HCC04/13
POLICY:	-
STRATEGIC OBJECTIVE:	4.3 Create a connected community through efficient and effective walking, cycling, public transport and car networks.
ATTACHMENTS:	<ol style="list-style-type: none">1. <i>Layout Plan, Aitken Creek between Clovelly Drive and Axminster Drive</i>2. <i>Photos of existing low-level creek crossing</i>3. <i>Layout Plan of Fords along Aitken Creek</i>

1. SUMMARY OF REPORT:

- 1.1 This report outlines the background to the concrete ford (low-level creek crossing) over Aitken Creek between Axminster Drive and Clovelly Drive in Craigieburn. The creek became significantly blocked by overgrown reeds which caused the ford to be submerged from late 2016. However, clearing works undertaken by Melbourne Water in early 2018 mean that the ford is once again performing as intended. This type of low-level path that is occasionally blocked by floodwater is not unusual and should not pose a safety issue. A new bridge above the 1 in 100 year flood level could be provided at a cost of approximately \$200,000. However, given the acceptable performance of the existing crossing this is not currently a high priority.

2. RECOMMENDATION:

That:

- 2.1 Council note that the existing low-level creek crossing over Aitken Creek between Axminster Drive and Clovelly Drive, Craigieburn is currently accessible and does not pose a safety issue.
- 2.2 Council note that a new bridge above the 1 in 100 year flood level would cost approximately \$200,000 including design, approvals and cultural heritage assessment.
- 2.3 Council note that given the acceptable performance of the existing crossing, a new bridge at this location is not currently a high priority.
- 2.4 a follow-up inspection be done after a 12 month period to determine whether the current low-level crossing is still providing an acceptable level of service and Councillors be advised of the findings.

3. LEGISLATIVE POWERS:

- 3.1 Footpaths are inspected in line with Council's Road Management Plan under the Road Management Act 2004.
- 3.2 Melbourne Water is responsible for Aitken Creek in line with the Water Act 1989.

REPORT NO: SU397 (cont.)

4. FINANCIAL IMPLICATIONS:

- 4.1 Maintenance of the existing paths are covered by Council's annual Footpath Rehabilitation Program (\$2.7 million in 2018/19 Capital Works Program).
- 4.2 Should Council wish to construct a new bridge above the 1 in 100 year flood level, the estimated cost would be \$200,000, with \$50,000 of this required in year 1 for design, approvals and cultural heritage and the balance in the following year.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

There are no direct environmental sustainability implications resulting from this report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

There are no direct climate change adaption considerations resulting from this report.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

This report does not impact on the Charter of Human Rights.

8. COMMUNITY CONSULTATION:

Community consultation would be undertaken if Council wishes to proceed with construction of a new bridge.

9. DISCUSSION:

9.1 Background:

- 9.1.1 This report is in response to a Notice of Motion (NOM396) from 10 September 2018, which noted safety issues associated with the existing low-level crossing over Aitken Creek between Axminster Drive and Clovelly Drive in Craigieburn and requested a report to a future Ordinary Meeting of Council regarding the construction of a new bridge to replace the existing low-level crossing.
- 9.1.2 There is a concrete paved ford (low-level creek crossing) that is 2.0m wide and 15m long with handrails across Aitken Creek approximately 350m west of Bridgewater Road. The ford provides pedestrian access across the creek connecting Clovelly Drive from the north to Axminster Drive on the south. The concrete paths leading to the ford from Clovelly Drive and Axminster Drive are also 2.0m wide. Refer to Attachment 1 - Layout plan, Aitken Creek between Clovelly Drive and Axminster Drive.
- 9.1.3 The ford allows pedestrians to cross the creek when there are low stream flows and at high flows the ford gets submerged. There are signs on the approaches to the crossing warning people not to cross when it is flooded. When the creek is flooded, the closest high-level crossing is at Bridgewater Road, which is approximately 400 metres to the east along either Clovelly Drive or Axminster Drive.

REPORT NO: SU397 (cont.)

- 9.1.4 Melbourne Water is the responsible authority for the Aitken Creek waterway including the creek corridor. There is no record of the construction of the ford, but it is believed it was constructed by the Shire of Bulla in the 1980's, following development of the housing estates on either side of the creek.
- 9.1.5 The ford became continually submerged following heavy rain that was experienced in December 2016. Prior to this event, the ford appeared to become submerged only during moderate to high storm events. During other times, the culverts under the ford appeared sufficient for the typical flow of water in the creek. However, since December 2016 even during dry periods the depth of water had remained approximately 300mm over the ford. Council installed temporary fencing to block access to the ford as a safety precaution.
- 9.1.6 Following the blockage, Council received several complaints from residents including those using mobility scooters as their primary mode of transport. The sludge and debris over the ford made the ford impassable for the scooters. This was highlighted in an article in the Hume Leader on 1 April 2017. The ford provides connection to two residential areas and the catchment area of properties that it would benefit is relatively small. However, it does provide a convenient short cut for the residents within this catchment and is clearly valued by those who use it.

9.2 Maintenance of the Existing Ford:

- 9.2.1 Council officers requested that Melbourne Water de-silt and clear the reeds on either side of the ford to an appropriate distance including the Melbourne Water main drain outlet to ensure water flows freely. Melbourne Water's initial suggestion was only to clear the reeds and de-silt 5m either side of the ford.
- 9.2.2 In early October 2017 Melbourne Water removed vegetation and sediment approximately 5 metres upstream and downstream of the crossing. There was not much of an improvement to the water level as it still remained above the ford. The presence of thick dense reeds downstream of the ford continued to act as a barrier for the flow of water. Council officers pursued Melbourne Water to extend the clearing of the reeds past the blocked Melbourne Water main drain outlet, which they eventually agreed to.
- 9.2.3 In mid-January 2018 Melbourne Water undertook further clearing of the reeds and de-silting from the submerged ford to the main drain outlet and beyond to a distance of 50 metres.
- 9.2.4 The clearing works have made a dramatic improvement resulting in the water level when the creek is at typical level falling approximately 0.5 metres below the ford. This means there is capacity for significantly increased flows during most storm events and that water will only flow over the top of the ford in a large storm. The culverts under the ford are now flowing freely and the ford has been reopened for the public access. Officers are not aware of any occurrences since the clearing works where the ford has been inaccessible for more than 24 hours due to flood water.
- 9.2.5 Melbourne Water has now included in their maintenance program to treat the reeds (Typha) on either side of the ford to prevent them from encroaching again and blocking the ford.

REPORT NO: SU397 (cont.)

- 9.2.6 The ford itself is in relatively good condition. It is a simple structure consisting of a series of 300mm diameter culverts with concrete surround supporting the path. The ford crossing is potentially able to continue providing the current level of service for a further 50 years with minimal maintenance. From an Asset Management perspective, any decision to replace the ford with a bridge would be considered an upgrade in order to provide a higher level of service.

9.3 Safety of the Existing Low-level Crossing:

- 9.3.1 In normal creek conditions the existing low-level creek crossing does not pose a safety issue. Refer to Attachment 2 for photos of the crossing from April 2019.
- 9.3.2 The crossing is currently clear and the path is in good condition. There are signs on either side of the creek advising people not to cross when flooded and to contact Council if the bridge is submerged. As outlined above, officers are not aware of any time since the clearing works in early 2018 where the crossing has been submerged for an extended period.
- 9.3.3 It is relatively common on shared paths throughout Melbourne for sections of path to be blocked by floodwater in significant storm events. In this particular case, the crossing is appropriately signed and in the event that the path is blocked by floodwater, there is an alternative route via Bridgewater Road as outlined in 9.1.3.

9.4 Construction of a New Shared Path Bridge:

- 9.4.1 If Council was to consider constructing a new shared path bridge at the location of the ford crossing, Melbourne Water's recommendation is to have the bridge at least above the creek's 1 in 100 year flood level. If this is not achievable, the underside of the bridge could be set lower, however the design of the footbridge would need to be such that there is no increase in the creek's 1 in 100 year flood level.
- 9.4.2 To satisfy Melbourne Water 1 in 100 year flood level criteria, the proposed bridge would be required to be constructed approximately 2m above the creek bed level. This would require a bridge approximately 50m in length over the creek.
- 9.4.3 The estimated total project cost for such a bridge is approximately \$200,000. This includes necessary approvals from Melbourne Water, design and construction of the bridge, rectification works on the creek embankment, Cultural Heritage assessment report and realignment and reconstruction of existing concrete paths. Given the complexity of Melbourne Water approvals and cultural heritage assessment, it would be recommended that funding of \$50,000 be provided for design and approvals at least a year in advance of construction, which would require the balance of \$150,000.

9.5 Analysis of Options:

- 9.5.1 There are seven shallow pedestrian creek crossings along Aitken Creek between Craigieburn Golf Course and Potter Street which are thought to have been built at the same time as the adjacent housing estates in the 1970's and 80's to the standards of the time. None of these crossings now meet the 'Melbourne Water Waterway Crossing Guidelines', where the crossings are recommended to be at least above the creek's 1 in 100 year flood level. Refer to Attachment 3 - Layout plan of fords along Aitken Creek. Because they are existing structures they are able to remain in use.

REPORT NO: SU397 (cont.)

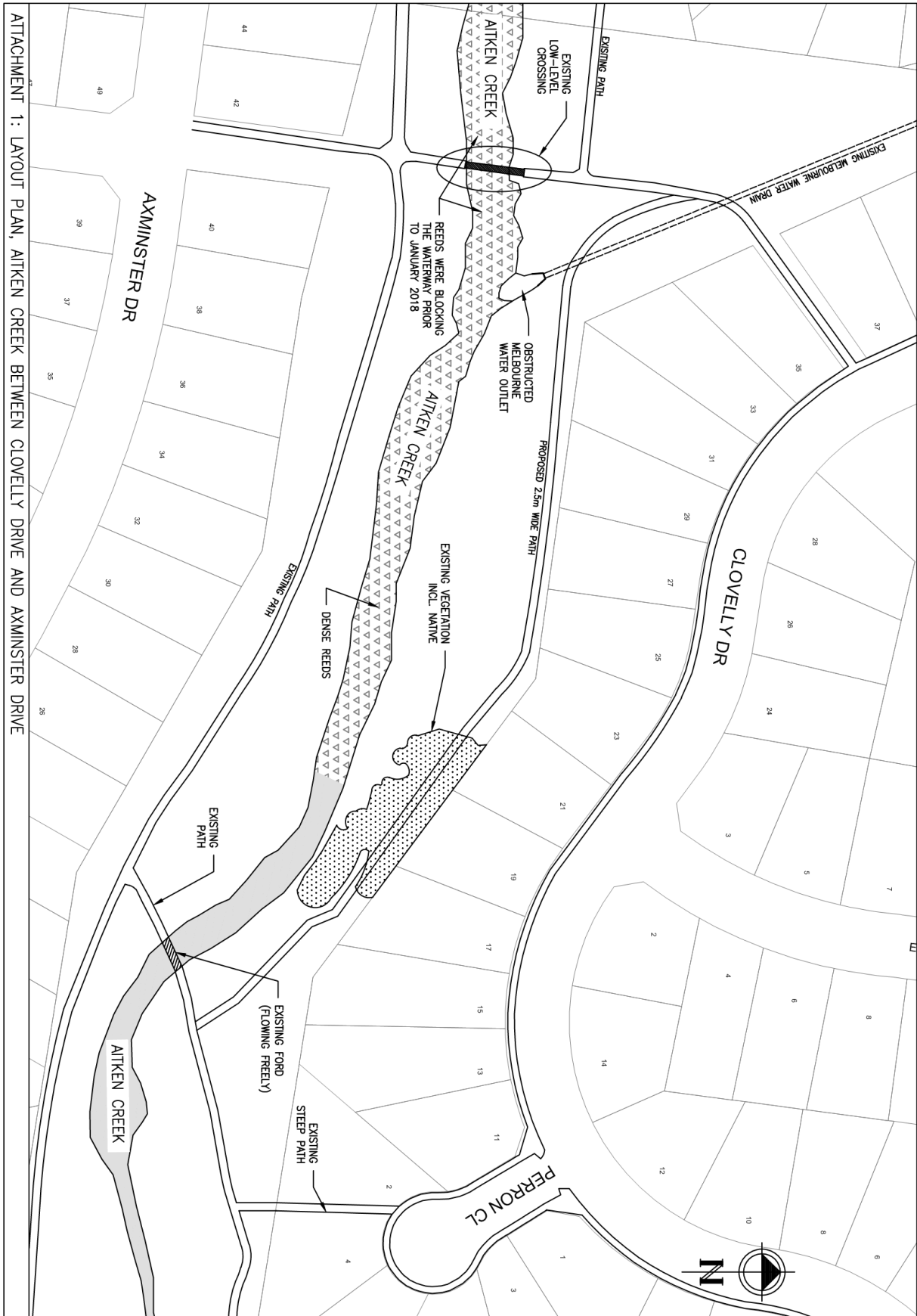
- 9.5.2 Council officers have undertaken a preliminary investigation of the seven Aitken Creek ford crossings. There is no record of the construction of the fords, but it is believed all were constructed in 1970's and 1980's, following development of the housing estates on either side of the creek. Overall, the fords were in fair to good condition with culverts conveying flows under the ford. Currently all of the crossings are accessible to the public during average flows of the creek. Most of the crossings along the creek cater for a relatively small number of users, with alternative crossing points generally available within a reasonable distance. Two of the crossings form part of the main path that runs through the linear reserve, while the others including the one under consideration in this report provide a connection to this path, enabling access between the residential areas on either side.
- 9.5.3 The ford connecting Clovelly Drive to Axminster Drive could be replaced with a shared path bridge that would cost approximately \$200,000. However, there are other similar crossings within the Aitken Creek Linear Reserve that are of equal or higher priority. For example, there are ford crossings to the east of Bridgewater Road in the vicinity of Gillingham Crescent and Langdon Crescent which form part of the linear trail along the creek. There are also crossings that enable areas south of the creek to access Craigieburn Gardens, Craigieburn Sports Stadium and Craigieburn Plaza.
- 9.5.4 Melbourne Water has undertaken to ensure that their maintenance activities on Aitken Creek include treating the reeds (Typha) either side of the ford crossing to prevent them from encroaching again and blocking the ford. Therefore, the recommended approach at this stage is to maintain the existing ford crossing and to monitor all of the fords in the reserve so that they do not get blocked from overgrown reeds and accessibility is maintained.
- 9.5.5 The most appropriate action at this stage is for Council to work with Melbourne Water to continually monitor and control the reed growth in the creek so that the ford can continue to be used for pedestrian access.
- 9.5.6 A follow-up inspection could be done after a 12 month period to assess whether the current low-level crossing is continuing to provide an acceptable level of service. Councillors would be advised of the outcome of the inspection and whether any further work was required.

10. CONCLUSION:

- 10.1 Since Melbourne Water cleared the reeds from the creek bed in early 2018, the low-level crossing connecting Clovelly Drive to Axminster Drive is once again providing satisfactory pedestrian access.
- 10.2 This type of low-level path that is occasionally blocked by floodwater is not unusual and should not pose a safety issue.
- 10.3 If Council wishes to upgrade the crossing to a bridge that is above the 1 in 100 year flood level, the estimated cost would be \$200,000.

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ATTACHMENT 1: LAYOUT PLAN, AITKEN CREEK BETWEEN CLOVELLY DRIVE AND AXMINSTER DRIVE

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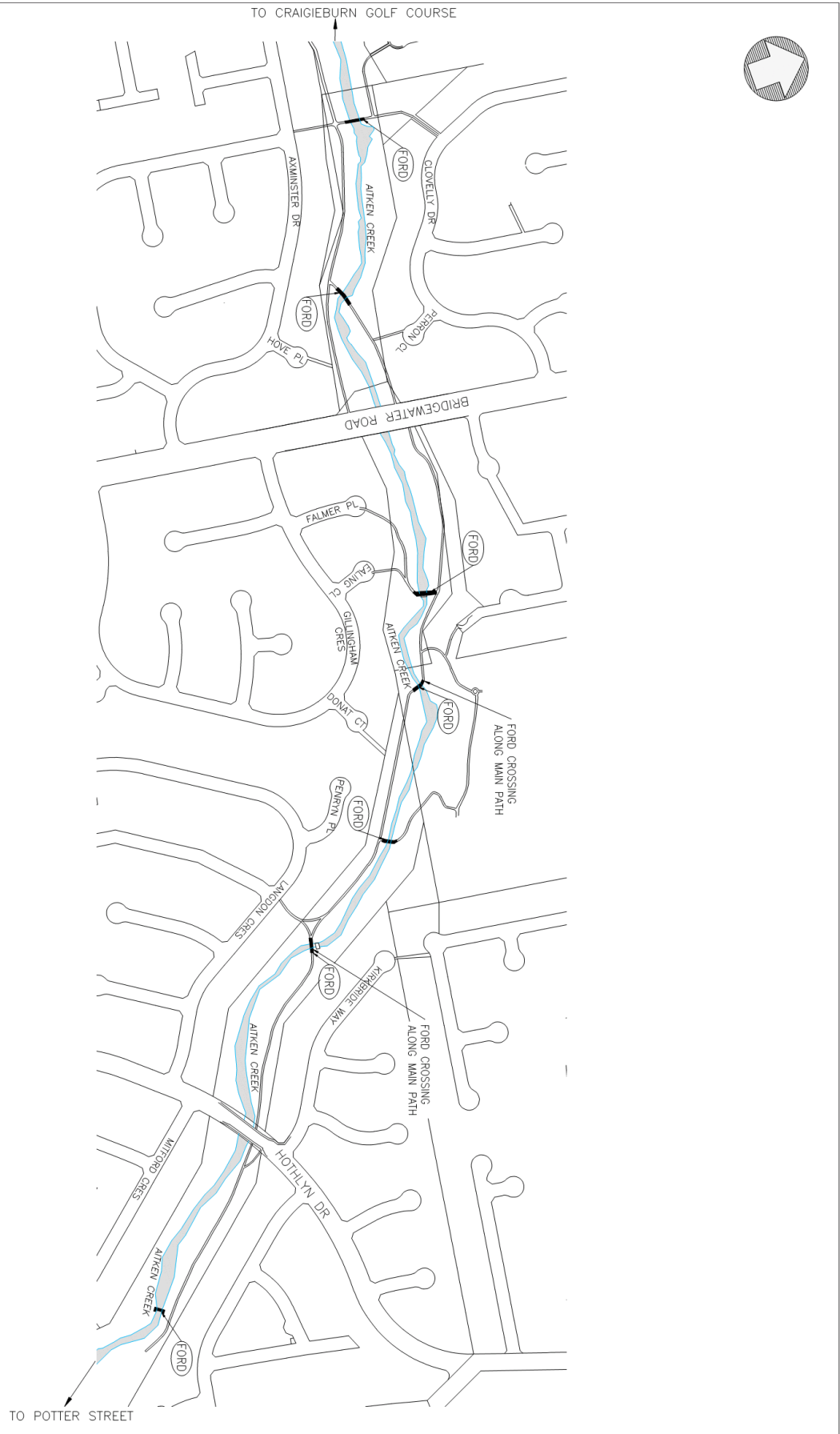
Existing low-level crossing – Axminster Drive side



Existing low-level crossing – Clovelly Drive side

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ATTACHMENT 3: LAYOUT PLAN OF FORDS ALONG AITKEN CREEK BETWEEN CRAIGIEBURN GOLF COURSE AND POTTER STREET



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REPORT NO:	SU398
REPORT TITLE:	Sustainability Report 2017/2018
SOURCE:	Michelle Bennett, Coordinator Sustainable Environment
DIVISION:	Sustainable Infrastructure and Services
FILE NO:	-
POLICY:	-
STRATEGIC OBJECTIVE:	4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces.
ATTACHMENT:	1. <i>Sustainability Report 2017-2018</i>

1. SUMMARY OF REPORT:

- 1.1 To provide Council with information regarding the release of the *Sustainability Report 2017-2018* (attached). The report contains available data for eight sustainability indicators and includes 23 case studies, highlighting progress made under the *Pathways to Sustainability Framework 2015-2019*, Council's overarching environmental plan.

2. RECOMMENDATION:

- 2.1 That Council endorses the Sustainability Report 2017-2018.**

3. LEGISLATIVE POWERS:

- 3.1 There are no legislative impacts arising from the development of the *Sustainability Report 2017-2018*. Where Council has regulatory or enforcement powers, or obligations under environmental legislation, these have been included in the report where relevant.

4. FINANCIAL IMPLICATIONS:

- 4.1 There are no financial implications arising from the development of the *Sustainability Report 2017-2018*.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

- 5.1 The report highlights the ongoing commitment of Council and the Hume community to improve Hume's environment and the overall sustainability of the city. The ongoing pressures on Hume's environment and the challenges these pose are also discussed in the report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

- 6.1 The report includes programs and activities that support Council and the community to adapt to the impacts of climate change, in addition to actions that reduce greenhouse gas emissions.

REPORT NO: SU398 (cont.)

7. CHARTER OF HUMAN RIGHTS APPLICATION:

- 7.1 The Charter of Human Rights has been reviewed in relation to this report and there are no issues to be considered in this regard.

8. COMMUNITY CONSULTATION:

- 8.1 Data in the report has been obtained from a broad range of internal and external stakeholders.
- 8.2 Feedback was sought from Council's *Sustainability Taskforce* and additional indicators and case studies have been included in response to this feedback where possible. The Sustainability Taskforce have also been given the opportunity to review the draft Sustainability Report 2017-2018 to identify any errors or lack of clarity.
- 8.3 Following Council endorsement, the report will be circulated to existing distribution lists, interest groups, stakeholders and made available for viewing or download from Council's website.

9. DISCUSSION:

- 9.1 The *Sustainability Report 2017-2018* format is based upon the four strategic pathways in *Pathways to Sustainability Framework 2015-2019*. The four pathways are: Sustainable Places, Sustainable Communities, Sustainable Leadership and Environmental Stewardship
- 9.2 Key achievements and trends included in the report are summarised below.
- 9.2.1 Sustainable Places:
- (a) In an Australian first trial, 200,000 plastic bags, 63,000 glass bottle equivalents, 4,500 used printer cartridges and 50 tonnes of recycled asphalt were repurposed to create asphalt used to construct a road in and around Rayfield Avenue, Craigieburn.
 - (b) A range of Environmentally Sustainable Design (ESD) features have been integrated into the new Aitkin Hill Community Centre, achieving a 'best practice' design assessment.
 - (c) The land use change indicator provides data on the amount of land (in hectares) developed in Precinct Structure Plan (PSP) areas each year and the size of open space reserves created through subdivision developments.
 - (d) The *Cleaner Creek's Everybody's Business* project included face-to-face education to over 160 industrial estate businesses on stormwater impacts and responsibilities in 2017/18.
 - (e) 29 kilometres of shared paths for pedestrians and cyclists have been delivered within the Hume Growth Corridor greenfield development areas.
- 9.2.2 Sustainable Communities:
- (a) In October 2017, eight schools participated in Walk to School Month with a total of 1,422 students walking to school during October resulting in over 16,500 walks.

REPORT NO: SU398 (cont.)

- (b) In 2017/2018 over 1,100 small-scale solar systems (less than 99kW) were installed in Hume bringing the total number (since 2001) to 11,480 with a capacity of 46,777kW.
- (c) The average water use per person in Hume was 161L/person/day, which is equal to the Melbourne average. A small daily reduction per person of 6 litres is required to meet the Victorian target of 155L/person/day.
- (d) Hume residents purchased 2,313 green waste bins in 2017/2018, with a total of 28,015 green waste bins now in the community. Assuming one bin per household, over 39 per cent of households are now using green waste bins and reducing waste to landfill.
- (e) Council collected 4,185 tonnes of illegally dumped rubbish and litter at a cost of \$2,384,000 with a large proportion of this cost (\$1,660,000) dumped rubbish.
- (f) The Enviro Champions continues to build on its successes with more than 100 residents having completed the training program since commencement in 2012 and 23 Hume-based projects still active.
- (g) This 2017/18 Live Green program has resulted in almost 1,565 interactions with Hume community members to 'live greener' and save money through participation in 37 practical workshops and five festivals.
- (h) Hume City Council partnered with Kildonan-Uniting's Home Energy program and the Foundation House Assyrian-Chaldean Women's Friendship group to produce an 'Energy Saving in the Home' video in Arabic and Assyrian.
- (i) Council's Urban Biodiversity program held 48 events with 2,712 community interactions to connect people with nature including habitat restoration for native wildlife.
- (j) Melbourne Water's annual local update on services and works they have delivered within Hume to improve waterway health and flood protection is available at: [Melbourne Water webpage](#)
- (k) Council's Business Efficiency Network assists Hume businesses to connect with sustainable practices and currently has 320 active subscribers.

9.2.3 Sustainable Leadership:

- (a) Greenhouse gas emissions from Council operations increased significantly in 2017/18, mostly due to an improved methodology for calculating emissions from the Sunbury Landfill, which accounts for 60 per cent of Council's emissions. When this new methodology is applied to 2016/17 emissions the net increase in 2017/18 is six per cent. This is mostly attributable to the opening of the Splash Aqua Park and Leisure Centre – a high user of gas and electricity.
- (b) Council's drinking water use increased from 204 ML to 234 ML in 2017/18, an increase of 15 per cent from the previous year. Most of Council's water use is for irrigation of public open spaces which is dependent on temperature and rainfall. Above average rainfall in 2016/17 followed by below average rainfall in 2017/18 led to an increase in water use relative to the previous year.

REPORT NO: SU398 (cont.)

- (c) Splash Aqua Park and Leisure Centre is achieving best practice water use ratings at less than 10L/patron in 2017/18.
- (d) The Bookmark Café in the Broadmeadows Global Learning Centre has diverted 3.8 tonnes of food waste from landfill.
- (e) 75 staff purchased reusable 'Keep Cups' through a staff Green Team initiative to help reduce waste to landfill.

9.2.4 Environmental Stewardship:

- (a) Nearly forty interpretive signs were installed across a range of sites including Malcolm Creek, Aitken Creek, Jacksons Creek, Maygar Grassland and Wanginu Park to communicate natural and cultural heritage values and to foster community connection with these sites and nature in general.
- (b) In 2017/18, 230 residents received Caring for Our Rural Environment (CORE) grants for on ground works and capacity building activities relating to sustainable land management. 201 landowners received a small grant (\$300) and 29 landowners received a project grant of up to \$10,000.
- (c) Hume supported a cultural and ecological burn led by the Wurundjeri Narrap Land Management Team at Wurundjeri Cultural Conservation Reserve in Sunbury. This 10 hectare reserve contains three culturally significant sacred earth rings and other significant Aboriginal artefacts. The burn aimed to assist in the revival of Wurundjeri culture, celebrate connection with the land, and contribute to the management of vegetation and cultural heritage at the reserve.
- (d) Hume completed its first substantial wildlife surveys on 24 private properties. Almost 200 baited cameras were deployed across sites with 300,000 images captured. The most widely detected animals were the Common Brushtail Possum, Common Wombat, Black Wallaby, Eastern Grey Kangaroo and Common Ringtail Possum. Echidna and Sugar Glider were also found as were numerous common pest animals including cats, rabbits and foxes.
- (e) In April 2017, an additional section of the Merri Creek Parklands north of Cooper Street, Somerton was handed over to Hume City Council for its long-term protection and management. The 14.5 hectare site includes sloping grassed areas, rocky escarpments and minor floodplain landforms along Merri Creek. Hume City Council's Conservation team and contractors are aiming to recreate Ecological Vegetation Classes (EVCs) which were present prior to past land clearing and development.
- (f) In November, a partnership between Hume City Council, Whittlesea City Council and Mitchell Shire Council saw approximately 40 landowners from the region attend a Weed Control Networking Day. 40 persons also attended a Best Management Serrated Tussock field day at a rural property in Diggers Rest.
- (g) A review of the Agricultural Land Use Rebate (ALUR) program commenced in 2017. A Stakeholder Consultation Group (SCG) consisting of 13 landowners, convened five times from August 2017 through to June 2018. The SCG have provided valuable input into the future delivery of the program by identifying ways to improve the service and support provided to rural landowners. The review is due to be completed in 2019.

REPORT NO: SU398 (cont.)

- (h) Hume community members have contributed to a range of important citizen science projects by submitting their observations of nature including the Frog Census and the Waterwatch program.

10. CONCLUSION:

- 10.1 The 2017-2018 Sustainability Report outlines a broad range of positive initiatives and programs that the Hume community, Hume City Council and partners are taking in response to increasing environmental pressures. It also provides information to the community on how Council is performing against key environmental targets and indicators.

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HUME CITY COUNCIL **SUSTAINABILITY REPORT** 2017-2018

www.hume.vic.gov.au/sustainabilityreport



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ACKNOWLEDGEMENTS

Hume City Council recognises the rich Aboriginal heritage within the municipality and acknowledges the Gunung-Willam-Balluk of the Wurundjeri as the Traditional Custodians of this land. Council embraces Aboriginal living culture as a vital part of Australia's identity and recognises, celebrates and pays respect to the existing family members of the Gunung-Willam-Balluk and to Elders past and present. This Sustainability Report has been developed with input from Hume's Sustainability Taskforce. If you have feedback or queries about the data and case studies included please contact Hume's Sustainable Environment Department.

1. SUSTAINABLE PLACES

SUMMARY

Sustainable places include many elements – well-designed buildings suited to the climate; public open space that retains and protects natural values; convenient walking and cycle paths as a viable alternative to the car; accessible, frequent and well-connected public transport; leisure, cultural and social opportunities for cohesive and healthy communities; and local education and employment opportunities. These are some of the things Council is endeavouring to achieve throughout Hume.

CASE STUDY: RECYCLED CONTENT ROADS

Soft plastics from approximately 200,000 plastic bags and packaging and 63,000 glass bottle equivalents were diverted from landfill to construct a Craigieburn road in an Australian-first trial.

Downer and Hume City Council partnered with resource recovery and recycling companies Close the Loop and RED Group to set this new benchmark in sustainability.

Along with soft plastics and glass, toner from more than 4,500 used printer cartridges and 50 tonnes of recycled asphalt were also repurposed to create 250 tonnes of asphalt that was used to construct a road in and around Rayfield Avenue, Craigieburn.

The sustainable alternative is said to be cost competitive, with an improvement in fatigue life and a superior resistance to deformation making the road last longer and allowing it to better handle heavy vehicle traffic.

The trial demonstrated how it might be possible to create economic, social and environmental value for products that would more than likely

end up in landfill, stockpiled, or as a pollutant in our natural environments.

Council will continue to monitor the development of this product and consider using on a larger scale in the future.



Figure SP1: Construction of recycled content road in Craigieburn

CASE STUDY: AITKEN HILL

Hume City Council’s new Aitken Hill Community Centre (opening planned for mid-2019) will provide a range of facilities and services for Craigieburn’s growing community including preschool, maternal and child health services and community meeting spaces.

Hume Council aims to build new facilities that are environmentally sustainable with a particular focus on keeping energy and greenhouse gas emissions low and using water responsibly. Council has an energy target for new large facilities of at least 25 per cent below the modelled greenhouse gas emissions equivalent to compliance with Section J of the National Construction Code.

Hume City Council staff worked closely with Ian Perkins’ architects and their design team to integrate environmentally sustainable design (ESD) into the Aitken Hill Community Centre design, building fabric and services. Features include:

- A north-facing aspect to maximise access to daylight
- Reduced windows on the western side to reduce heat gain
- Appropriate shading to minimise unwanted heat gain

- Excellent insulation to improve temperature control and thermal comfort
- In-built louvres and blinds system for optimum levels of natural ventilation
- Energy efficient air-conditioning
- A building management system that will ensure efficient temperature control and that heating, cooling and lighting is only running when areas are occupied
- Use of recycled water for landscaping and toilet flushing
- The internal street area will be heated in winter with hydronic heating and will not require mechanical cooling in summer
- Roof designed for the installation of a solar PV system post-construction
- A rammed earth wall on the western facade will give the centre a natural, earthy feel.

Testing the design with the Built Environment Sustainability Scorecard (BESS) returned a BESS rating of 62 per cent, considered by BESS as best practice. Energy and water use at the centre will be monitored after opening and the learnings will be integrated into Hume’s next new community hub.

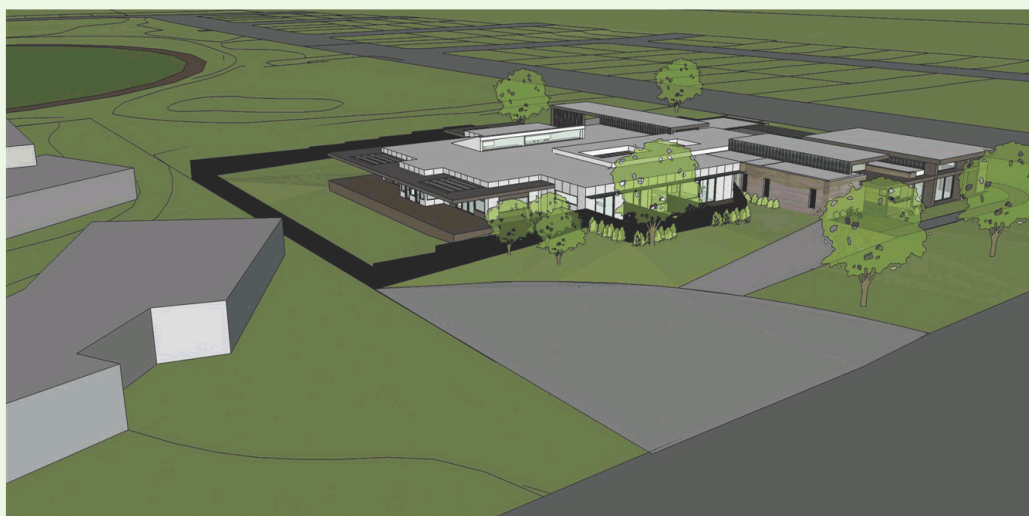


Figure SP2:
Aitken Hill Community Centre design

INDICATOR 1: LAND USE CHANGE

Hume City covers an area of approximately 504 square kilometres (50,400 hectares), with approximately 65 per cent of land rural or semi-rural in nature. With a growing population, land is being developed to provide new urban areas for people to live. This occurs largely within areas inside the Urban Growth Boundary established by the Victorian Government, with limits on development within 'green wedge' areas outside of the growth boundary. Strategic planning for future development in Hume's growth areas is important to ensure housing and employment needs are addressed. Precinct Structure Plans are created to guide the development of and investment in growth areas that consider the impact of any development on the environment.

Under the Hume Planning Scheme, any subdivision must contribute to public open space, including open space transferred to Council. As a result, Council now has approximately 113 hectares of new open space since 2011/12 (Figure SP4). The average neighbourhood park is generally a minimum of 0.75 hectares. There are more than 700 parks, reserves and walkways in Hume including playgrounds, conservation areas, sporting facilities, neighbourhood parks and regional parks. Parks contribute to sustainability by providing cool green spaces that people can visit for free, preserving natural habitat for flora and fauna and creating space for people to connect with nature.

The below figures highlight the amount of development occurring at greenfield sites in Hume.

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
Greenvale	7.8	10.5	23.3	14.8	19.0	21.7	5.3
Craigieburn	11.7	22.8	22.1	31.2	48.9	57.7	11.0
Mickleham				23.3	42.4	52.7	91.3
Kalkallo					16.2	33.1	18.1
TOTAL (ha)	19.6	33.2	45.5	69.3	126.5	165.3	125.6

Figure SP3:

The amount of land (hectares) developed in Precinct Structure Plan (PSP) areas each year

YEAR	SIZE OF NEW RESERVES (ha)
2011/12	23.83
2012/13	6.97
2013/14	15.35
2014/15	6.93
2015/16	20.95
2016/17	20.56
2017/18	18.74

Figure SP4:

Size of open space reserves created through subdivision developments

1. SUSTAINABLE PLACES



Figure SP5:
Sunbury Fields Estate Reserve

CASE STUDY: CLEANER CREEKS, EVERYONE’S BUSINESS

Hume City Council’s stormwater pollution education program Cleaner Creeks, Everyone’s Business (CCEB) was implemented for a second year in 2017/18. Part funded by the Melbourne Water Living Rivers program, CCEB aimed to discuss site management practices and the impact of polluted stormwater on the Merri and Merlynston Creek with businesses in targeted industrial areas.

During the program seven industrial areas were targeted across Campbellfield, Somerton and Craigieburn. These areas were known to contain many high-risk businesses such as auto wreckers, panel beaters, and material recycling facilities. In 2017/18, over 160 properties received a face-to-face visit educating businesses on reducing the risk their business is causing to the local environment.

The project also involved periodic sampling of stormwater runoff in 10 drainage pits within these industrial areas, to test for heavy metals and hydrocarbons. This occurred prior to, during and after educational visits. This data provided a baseline water quality measurement in the industrial areas, and a means to assess the impact of the face-to-face sessions on water quality improvement.

Results showed hydrocarbons and copper were consistently found at high levels, however there were reductions in other pollutants like chromium and lead. Pollutant reduction was also seen in some testing areas but not others.

In summary, business activities and poor site management can have a significant impact on stormwater quality and, in turn, waterway health. By providing education to businesses about appropriate site management, and making changes to management practices on site, we can have a positive impact on our local waterways.



Figure SP6:
Stormwater runoff drainage pit sampling

CASE STUDY: NEW SHARED PATHS IN GROWTH AREAS

Providing for sustainable transport options is a key priority within the Precinct Structure Planning (PSP) process, within our greenfield development sites. Across Hume City, our PSPs require developers to build shared paths for use by pedestrians and cyclists in a networked and integrated way.

Within the Hume growth corridor greenfield development areas, approximately 29 kilometres of shared paths have been delivered. Future development will see more of the proposed network developed, creating better links to the existing path network and to key destinations such as schools, open space and transport links.



Figure SP6:
Aston Estate shared path

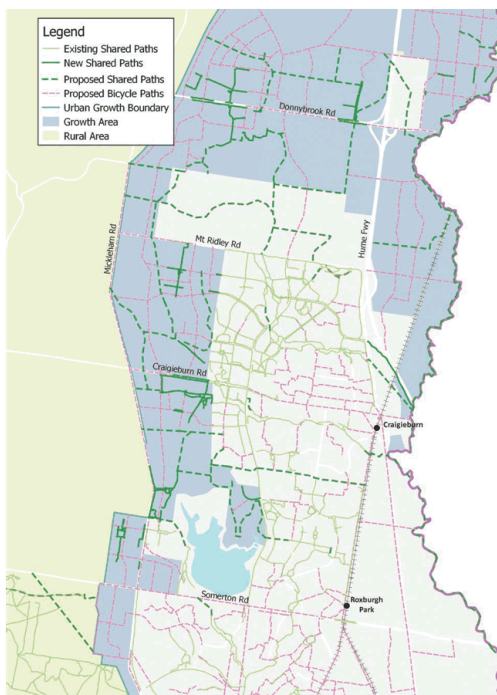


Figure SP7:
An example of a new shared path network map being developed in the growth areas of Hume City.

2. SUSTAINABLE COMMUNITIES

SUMMARY

Hume City Council plays a role in helping the community reduce their environmental impact by helping households, businesses and community groups to use resources such as energy and water more efficiently, choose more efficient transport options, increase local food growing and reduce waste.

To achieve significant reductions in Hume City’s environmental impact, initiatives and solutions must make it easy, attractive, and affordable for people to lead happy and healthy lives within a fair share of the Earth’s resources.

This is a complex challenge that is a shared responsibility with other levels of government, as well as businesses, organisations, families and individuals. Council takes a joint approach: working with and engaging the community; partnering with others; basing decisions on evidence and measuring results; focusing on shared and multiple outcomes; building relationships; and advocating for change.

SUSTAINABLE TRANSPORT

CASE STUDY: WALK TO SCHOOL PROGRAM

Walk to School month, held in October, is a fun and easy way for Victorian primary school kids to build healthy habits while also reducing car use.

In 2017, eight schools participated with a total of 1,422 students walking to school during October resulting in over 16,500 walks.



ENERGY

CASE STUDY: SOLAR INSTALLS

One way to contribute to the sustainability of Hume is by considering where energy comes from and how it is generated. Residents and businesses across Hume are taking steps to move to more renewable energy sources, with the installation of rooftop solar panels continuing to increase in 2017/18.

In the past financial year, over 1,100 small-scale systems (systems up to 99 kilowatts that are eligible for the Small Technology Certificate rebate) were installed in Hume bringing the total number (since 2001) to 11,480. These installations were on residential houses, as well as commercial buildings and community sites.

Installations in 2017/2018 increased the total number by 11 per cent. The capacity of systems installed in 2017/18 was over 8,208 kilowatts, contributing to a 21 per cent increase on the 38,569 kilowatt capacity of systems installed since 2001. The amount of power output compared to the increase in installations suggests that the community is installing larger systems than they have in the past.

The 46,777 kilowatts of small scale solar installed across Hume City will be generating almost 63,500 megawatt hours of renewable energy per year, reducing greenhouse emissions by around 72,092 tonnes per year.¹

Figure SC1 shows solar photovoltaic installs across Hume City suburbs, based on postcode, in 2016/17 and 2017/18 as a proportion of the number of households and businesses. Most Hume suburbs are increasing their proportion of solar installs. The growth suburbs of Greenvale, Craigieburn, Kalkallo and Mickleham have seen a decrease in the proportion of solar installs, suggesting that the new homes either have a lower proportion of solar installs or perhaps there is a lag between completion of the house and installation of the solar system.

Lots of individual households and businesses taking positive action with solar is amounting to a significant contribution towards a more sustainable Hume.

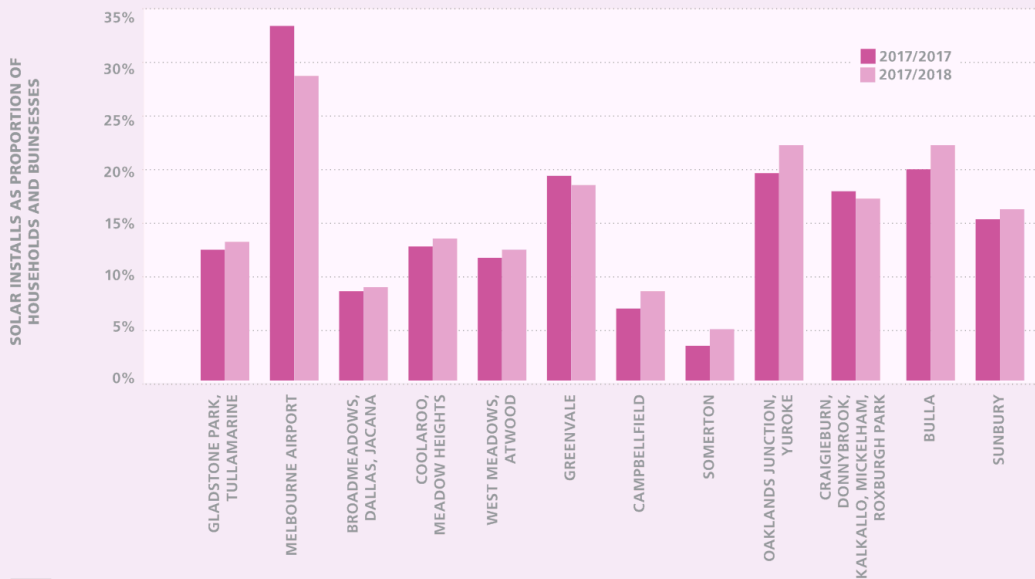


Figure SC1:

Solar installs as a proportion of households and businesses by suburb²

1 Based on average Melbourne solar generation per day of 3.64 kilowatt hours from 1 kilowatt of solar capacity and a Greenhouse Coefficient for Victorian electricity of 1.16 tonnes per megawatt hour. The Victorian Greenhouse Coefficient expresses the quantity of greenhouse gases, in terms of tonnes of carbon dioxide equivalence, produced to generate a kilowatt hour of electricity in Victoria.

2 Suburbs of Clarkefield, Diggers Rest, Keilor and Fawkner were not included in analysis as installations occurred across multiple Local Government Areas and data was not at a scale that allowed determination of installations solely in Hume.

WATER

INDICATOR 2: RESIDENTIAL WATER USE

A combination of factors such as an expanding population in Hume City coupled with a drier and warmer climate for 2017/18, continue to place pressure on Melbourne’s drinking water supply. Temperatures were warmer than average, which typically leads to greater outdoor water use. Summer was wetter than average, but most of the rainfall occurred in December, with February being very dry. Both Spring and Autumn had below average rainfall.³

In 2017/18, the total consumption of drinking water in Hume was 19,233 megalitres [1 megalitre = 1 million litres], an increase of 735 megalitres. Of this, 67 per cent was used by households (12,862 megalitres), and 23 per cent was used by businesses (6,371 megalitres), which includes Council (as shown in Figure S2).

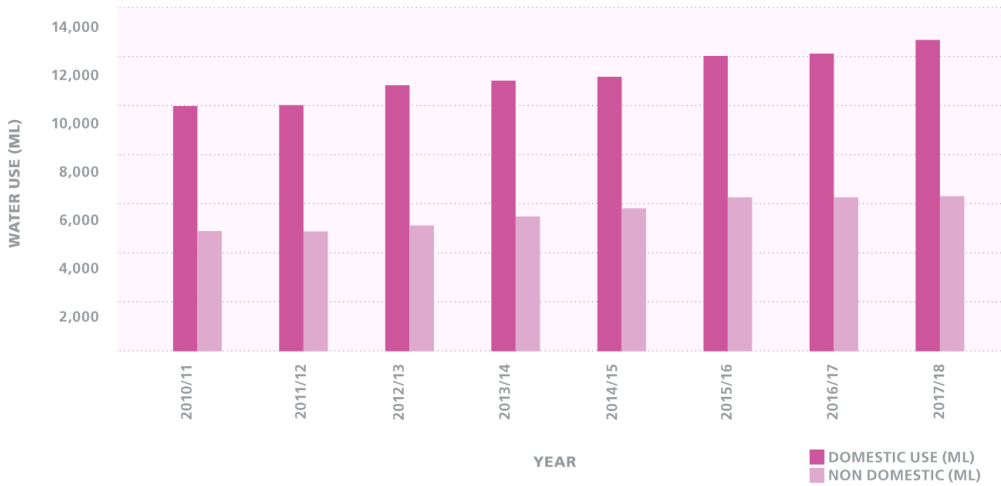


Figure SC2:
Total water use in Hume (residential and non-residential)

³ Source: Bureau of Meteorology Climate Summaries

2. SUSTAINABLE COMMUNITIES

There has been a 5 per cent increase in water use by households compared to 2016/17, which is mostly due to an increase in Hume’s population, which rose by 4 per cent. The average water use per person in Hume was 161 litres/person/day, which was equal to the Melbourne average of 161 litres/person/day (Figure SC3).

Recycled water is supplied to residents in new estates in Craigieburn, Greenvale, Kalkallo and Mickleham. Over 6,000 households in Hume City used 239 megalitres of recycled water in 2017/18. This is additional to households using water from raintanks for toilet flushing, laundry and garden purposes. Recycled water use is anticipated to increase in future as more houses and estates are connected to the system.

Wise use of water remains critical to increasing the availability of water, not only for water security, but for environmental, economic and social needs, including recreation and the improved liveability of green urban areas. The State Government’s Target 155 program encourages Melbournians to limit water consumption to 155 litres per person per day. Target 155 is being implemented locally by each urban water corporation in Hume (City West Water, Yarra Valley Water and Western Water) which provide tips to reduce your water use. Permanent Water Saving Rules are in effect at all times to reduce demand and make sure we use water efficiently across Victoria.

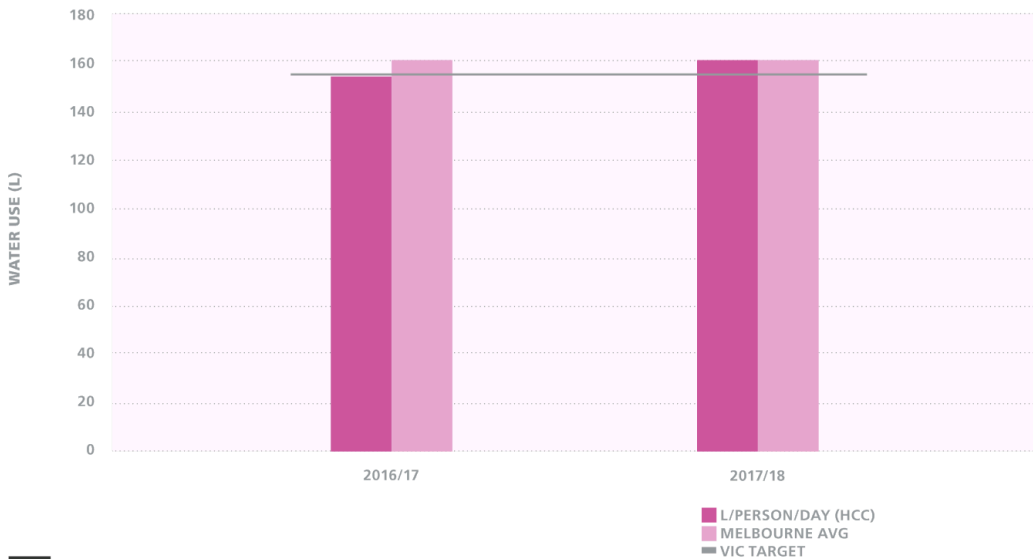


Figure SC3: Average daily water use per person in Hume and Melbourne

INDICATOR 3: COMMERCIAL WATER USE

Commerce and industry (non-domestic) consumed 23 per cent of the Hume total drinking water, of which Council used 4 per cent (234 megalitres). Each business premise⁴ used 999 kilolitres on average. Water use per business premise in Hume has remained stable since 2014/15, as shown in Figure SC4. Water use per business premise would be expected to change in the future as new industrial estates are built. These estates are expected to consist of mainly high-tech industries, factories, warehouses and manufacturing, as well as some retail and office space, which are generally low water users.

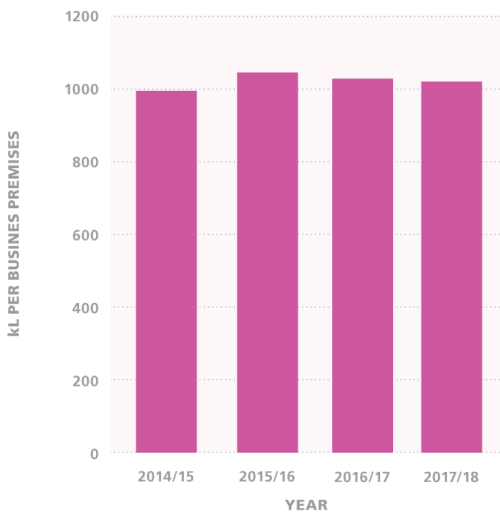


Figure SC4:
Average water use per Hume business premises

⁴ Analysis determining water consumption per business does not include businesses operating from residential premises.

WASTE AND RECYCLING

INDICATOR 4: RESIDENTIAL WASTE GENERATION

The amount of waste generated⁵ on average by each household in 2017/18 decreased by 29 kilograms (4.3 per cent), to 663 kilograms per household over the year. The long-term trend in waste generation by households is shown in Figure SC5.

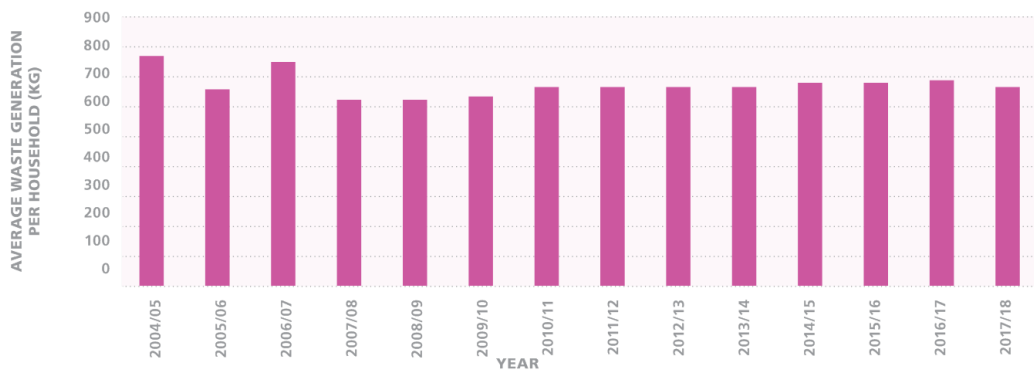


Figure SC5:

Average waste generated per Hume household

⁵ Waste collected through Council’s kerbside collection service for disposal at landfill.

INDICATOR 5: RESIDENTIAL RECYCLING

The proportion of resources diverted from landfill increased slightly in 2017/18. Recycling and organics diverted from landfill is now 35.1 per cent (Figure SC6), up from 34.6 per cent in 2016/17. Since 2017/2018 Hume City Council has faced a number of challenges with recycling and Council will continue to work with all levels of government to improve the viability of recycling in Australia over the longer term.



Figure SC6:
Total waste, recycling and organics generation in Hume in 2017/18⁶

Residents purchased 2,313 green waste bins in 2017/18, with a total of 28,015 green waste bins now in the community. Assuming one bin per household, over 39 per cent of households are using green waste bins.

Additional diversion of organics from landfill in the form of food waste has been occurring through Council offering discounted compost bins, worm farms and bokashi bins to encourage residents to reduce the amount of food scraps going into the waste stream. In 2017/18, 764 orders were made, an increase of 33 per cent on the number of orders placed in 2016/17.

The increase can likely in part be attributed to more comprehensive online promotions and interest in the topic of waste generated by mainstream media, such as the TV series *War on Waste*. With the average household diverting 2 kilograms⁷ of organic material each week from their waste bins by using compost systems, these orders have the potential to divert 1,528 kilograms each week or nearly 80 tonnes per year.

Households which do not currently have a green waste bin or composting system have an opportunity to divert additional resources including garden and food waste from landfill. The average Victorian household waste bin contains 36 per cent⁸ food waste. This could be diverted from landfill via a combination of waste avoidance, composting and/or use of a green waste bin.

The long-term trend of average recycling and organics diverted from landfill per household can be seen in Figure SC7. A Waste and Amenity Service Plan has been developed with an aim to increase diversion rates from landfill.

6 Not all households have green waste bins therefore the breakdown will not be indicative of all households.
7 Based on an audit by Hume City Council in 2010/11.
8 <http://www.lovefoodhatewaste.vic.gov.au/About-your-food/Do-I-really-waste-food>

2. SUSTAINABLE COMMUNITIES

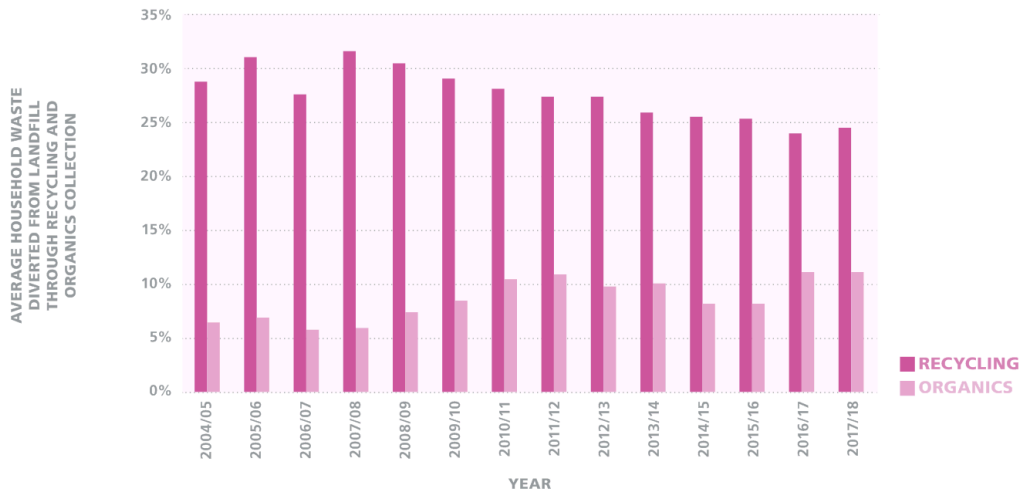


Figure SC7:

Proportion of waste per average household diverted from landfill through recycling and organics collection

INDICATOR 6: ILLEGAL DUMPING, LITTER AND GRAFFITI

Hume City Council undertakes additional collections and clean-ups across Hume City to remove illegally dumped rubbish, roadside litter and parks litter. In total, Council collected 4,185 tonnes of illegally dumped rubbish and litter at a cost of \$2,384,000 with a huge proportion of this cost dumped rubbish (\$1,660,000). Additionally, \$206,000 was spent on graffiti removal.

Hotspots for these additional collections in 2017/18 include Campbellfield and Somerton industrial estates, and rural roads.

The total amount collected and disposed of decreased by 65 tonnes (1.5 per cent) from 2016/17. This could be linked to an increase in the amount collected through residential call-up hard waste services, resulting in a decrease of domestic waste dumping.

EDUCATION AND ENGAGEMENT

CASE STUDY: HUME ENVIRO CHAMPIONS PROGRAM

The Enviro Champions Program is now in its seventh year. More than 100 local residents have completed the 10-week training program in community leadership and sustainability. There are currently 23 Hume-based projects started by Enviro Champions from 2012 to 2018 which are still active.

Participants reported the highlights of the 2018 program as:

- Sessions on behaviour change and skill development
- Walks and excursions, and hearing Aboriginal perspectives
- Meeting passionate, like-minded people, meeting Councillors, and learning from others.



Figure SC8:

Community members graduating from Enviro Champions 2018 program (above left, top)

Figure SC9:

Beeswax wrap workshop (above left, bottom)

Figure SC10:

Straws Suck promotional materials (above right)

In 2018, eight new projects were initiated, including:

It's a Wrap – Beeswax Wrap Workshop

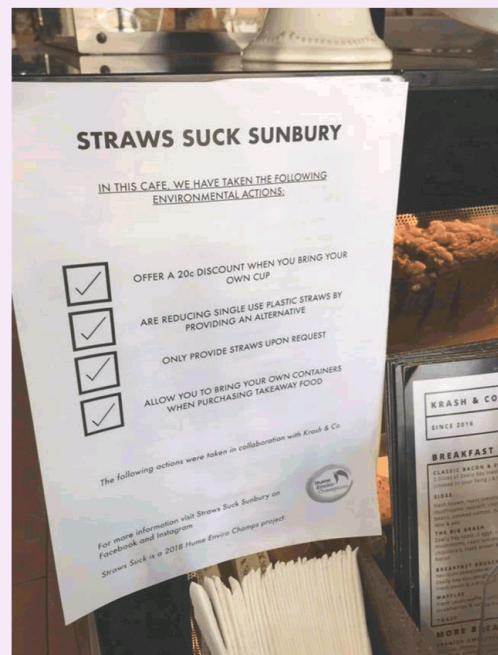
An Enviro Champion has worked to develop interactive workshops teaching attendees practical skills to create their own beeswax wrap, a natural, reusable alternative to single-use plastic wrap.

Straws Suck

A group of like-minded Sunbury residents are advocating to local businesses to remove single-use plastic straws.

Break the Chain

An initiative which campaigns for residents to opt out of receiving junk mail in an effort to reduce unnecessary paper waste.



CASE STUDY: LIVE GREEN

Council’s educational workshop series, Live Green, has continued to be extremely popular, along with a range of other environmental engagement activities. This year’s Live Green program has resulted in almost 1,565 interactions with Hume community members to ‘live greener’ and save money through participation in 37 practical workshops and meetings, and five festivals.

Energy saving and solar installation in your home

In December, residents heard the latest in battery storage and solar photovoltaic technology, as well as energy efficiency measures to implement in the home. Attendees were able to ask for tips and gain expert advice on taking the first steps needed to improve energy conservation in the home in a simple and affordable way.

Bat Discovery Day

In April, in collaboration with The Friends of Organ Pipes National Park, Live Green invited residents out to the Park to help examine the bats up close. Attendees had the opportunity to learn how the bats came to be in the Organ Pipes National Park (with over 500 bats present), and what are the contributing factors to their populations being in decline. Participants were able to help collect bats from their boxes as part of the monitoring program, and to stay on until dark with members of the Friends of Organ Pipes National Park to help with a bat release.

Attendees found learning from members of the Friends of Organ Pipes National Park, who have been monitoring bats and their health since 1994, to be both informative and entertaining.

In addition to its wide range of activities and popularity, the Live Green program is also very well regarded by participants as summarised in Figure SC12 below.

Discover more Live Green events and programs on [Council’s Live Green web page](#).



Figure SC11:
Live Green Tour of Bolinda Road Resource Recovery Centre (above)

Figure SC12:
Targets and achievements from Live Green Plan 2015-2019 (below)

TARGET FROM LIVE GREEN PLAN	DELIVERED 2017-2018
Minimum 10 workshops per year	34 workshops publicly advertised in Live Green promotions
Deliver or support engagement activities for a minimum of two festivals per year	Live Green stalls at five festivals, including Craigieburn Festival, Broadmeadows Street Festival, Mother Teresa Primary Sustainability Festival, Refugee Expo and Universal Children’s Day
Participants’ average rating for workshops is satisfied or highly satisfied	Evaluation report shows 96.2 per cent of workshop participants were ‘satisfied’ or ‘very satisfied’
A minimum of 70 per cent of participants report having gained new knowledge and skills	92 per cent of participants reported new knowledge or skills gained as a result of attending a Live Green workshop
A minimum of 50 per cent of participants report changes in behaviour towards living sustainably	92 per cent of respondents reported taking some kind of action as a result of attending a Live Green workshop

CASE STUDY: ENERGY SAVING VIDEOS FOR OUR DIVERSE COMMUNITY

With residents from more than 120 cultural and language groups in Hume City, teams across Hume City Council are doing things differently to make sure everyone has access to the same information.

To increase accessibility to sustainability information, Council undertook an 'Energy Saving in the Home' video project, which produced information on how to save energy in Arabic and Assyrian.

Energy use is frequently a top household expense and source of stress for many households including newly-arrived migrant and refugee families. The three-minute videos, subtitled in English, aimed to assist Assyrian and Arabic speaking households to make simple changes that will lead to some financial relief and help the environment.

This project was the result of a partnership between Council, Kildonan-Uniting's Home Energy program and the Foundation House Assyrian-Chaldean Women's Friendship group.

View the videos in [Arabic](#) and [Assyrian](#), and learn more about energy and climate change on [Council's Take Action webpage](#).



Figure SC13:
Energy Saving in the Home video

CASE STUDY: URBAN BIODIVERSITY

In 2017/18, through Council's Urban Biodiversity program, 48 events were held with 2,712 community interactions occurring. The program aims to connect people with nature, providing a range of environmental and social outcomes, such as people working with other community members to restore habitats for native wildlife.

A review of this program, through an extensive community consultation process, found a strong level of support for Council's biodiversity-related initiatives. Enhancements to existing programs will be recommended to Council to adopt, along with ideas for new ways to connect people with nature, such as a Gardens for Wildlife program.

Throughout 2017/18, 18 greening events were held across Hume, with 571 people attending to plant 7,972 indigenous seedlings. This includes Friends groups, corporate volunteers and school students planting on Council-managed land.



Figure SC14:
Jackson Hill planting

CASE STUDY: URBAN BIODIVERSITY

The latest round of Seedlings for Schools had 22 applications from schools and a total of 4,626 seedlings donated. In 2017/18, four plantings were supported on school grounds (Dallas Brooks Community Primary School, Meadows Primary School and two at Roxburgh Rise Primary School), involving a total of 1,047 students and 1,365 seedlings.

Schools were visited on 14 occasions, including three biodiversity audits of ResourceSmart Schools. Another 440 students were taught about local biodiversity issues such as stormwater pollution, predator-prey interactions in grasslands, and how to get involved with citizen science. A group of 40 children from the YMCA school holiday program were also taken on a guided bushwalk at Woodlands Historic Park.

After the success of the Birds of Hume field guide, the Fauna of Hume field guide was launched in April. The publication contains photos of the 61 species of native mammals, reptiles and frogs living in Hume, along with six of the most common introduced species. Forty people attended the launch which featured a native animal display, and 6,000 copies have since been distributed to the community. Nine other nature-related events were held, such as bird talks, engaging a further 222 people.

These events and actions support objectives of Council’s Live Green Plan 2015-2019.



Figure SC15:
Students participate in water watch activities

CASE STUDY: MELBOURNE WATER, FRIENDS GROUPS AND WATERWAY HEALTH

Melbourne Water publishes an annual local update on services and works they have delivered within Hume to improve waterway health and flood protection.

These works are funded by the Waterways and Drainage Charge, which is collected by local water retailers via water bills on behalf of Melbourne Water.

The report is available online at the [Melbourne Water webpage](#) and also includes details of the Friends Groups and community organisations that Melbourne Water has supported in water quality monitoring and other engagement activities in Hume.

CASE STUDY: BUSINESS EFFICIENCY NETWORK (BEN)

The Business Efficiency Network (BEN) continues to be a uniquely successful enterprise for assisting Hume businesses to connect with sustainable practices. Membership of the BEN is free and open to all Hume businesses and to any number of individuals within an organisation by registering on the Council website. There are 320 active subscribers currently part of the BEN.

BEN Forums during 2017/18 have included well-attended events on topics such as waste and resource efficiency. Regular visits are also made to Hume businesses to support their sustainability endeavours and to offer advice on energy, waste, water, grant funding, and other environmental and sustainability initiatives which companies may wish to consider for improving their business efficiency.

Find out more at the [Business Efficiency Network web page](#).



3. SUSTAINABLE LEADERSHIP

SUMMARY

Sustainable leadership requires a consistent, whole-of-Council approach supported by Councillors, Council staff and the Hume community. Hume City Council's planning and decision-making is guided by a commitment to a sustainable Hume and a desire to both minimise Council's own environmental impact and to influence and inspire sustainability across the municipality. Council supports and empowers staff to embed sustainability considerations into day-to-day decisions and actions, and strategically into Council policies and strategies where relevant. Council's commitment to sustainability is active and evident across a range of Council services.

Where Council has responsibility for managing the environment, sustainability considerations will guide Council decisions, planning and actions. Where Council does not have direct responsibility, we will seek to influence the decision-making of others and advocate on behalf of the community to improve environmental and sustainability outcomes.

ENERGY

INDICATOR 7: COUNCIL GREENHOUSE GAS (GHG) EMISSIONS

Figure SL1 shows Hume City Council’s greenhouse gas (GHG) emissions by source with Council’s total emissions for 2017/18 coming to 66,500 tonnes of carbon dioxide equivalent (CO2-e). The waste disposed of at the Sunbury landfill (which is owned and operated by Council) is the largest source of GHG emissions at 60 per cent, with electricity use (electricity and gas) in Council buildings the next largest contributor, followed by electricity use for street lighting.

Overall GHG emissions from Council operations have increased by 38 per cent from the previous financial year as shown in Figure SL2. The major increase in emissions has occurred due to a change in the methodology for calculating emissions from the Sunbury landfill. The emissions are now calculated using the actual values of waste composition instead of the default values (as provided in the solid waste calculator designed by the Australian Government’s Clean Energy Regulator). As a result, the share of emissions in the GHG inventory from the Sunbury landfill has increased from approximately 52 per cent in 2016/17 to 60 per cent of overall emissions in 2017/18. These corrections reflect the ongoing refinement and analysis of data sets that contribute to the inventory rather than an actual increase in emissions. When applying the new methodology to the 2016/17 emissions, the actual increase in emissions in 2017/18 is approximately 6 per cent, as shown in the Figure SL2.

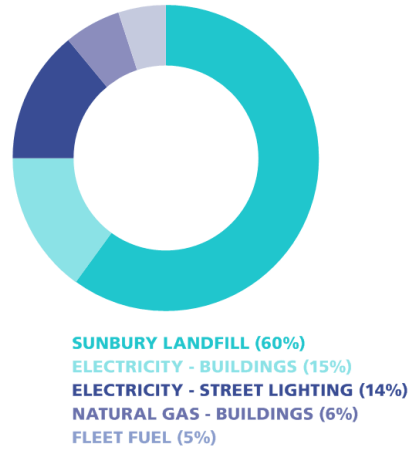


Figure SL1:
Council’s 2017/18 greenhouse gas emissions by source

3. SUSTAINABLE LEADERSHIP

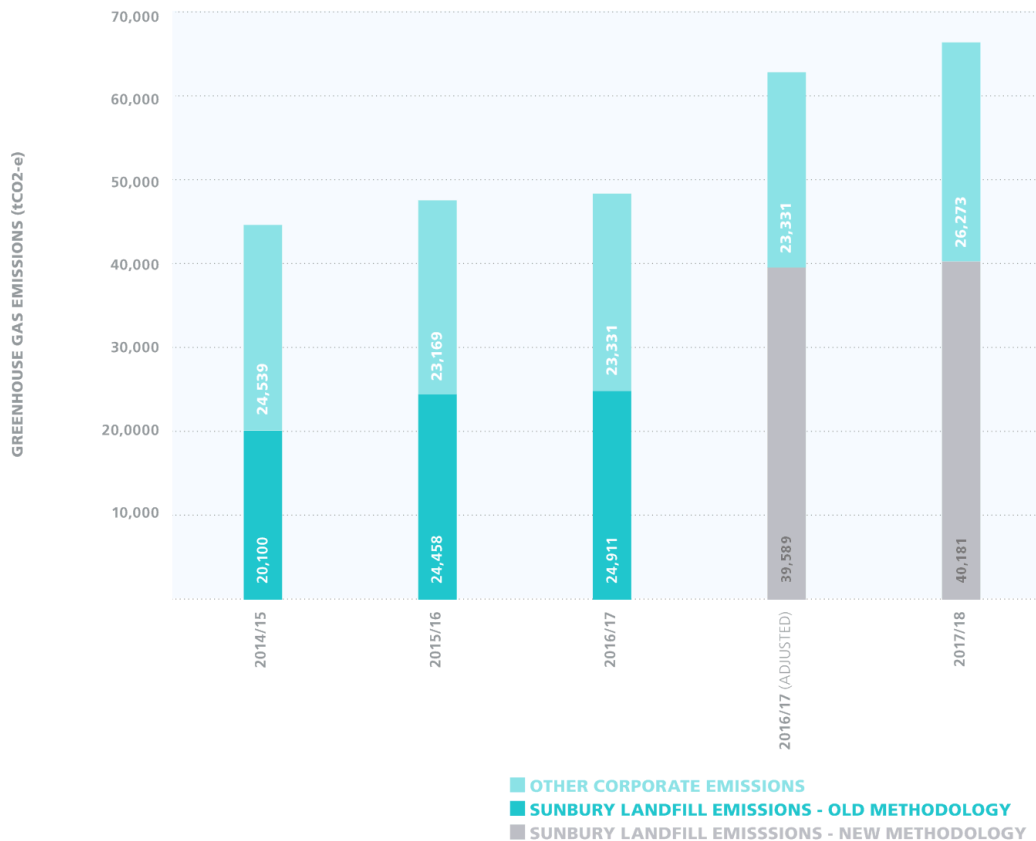


Figure SL2:

Council's total greenhouse gas emissions from 2014/15 to 2017/18⁹

⁹ From 2017-18, emissions were based on a new methodology for calculating emissions from Sunbury Landfill.

To address the large amount of emissions from Sunbury Landfill and emissions from municipal waste in general,¹⁰ Council has outlined several initiatives in the Greenhouse Action Plan 2018-2022. These include:

- Investigating and trialling the best option for reducing greenhouse gas emissions from the Sunbury Landfill to meet the EPA license requirements. This will include a pilot study undertaken to test gas pressures and piping requirements to assess the viability of flaring, or capture and use of methane from Sunbury Landfill.
- Investigating options for reducing municipal waste to landfill, particularly green waste and organics.
- Investigating alternative disposal and treatment opportunities.

As seen in Figure SL3, in 2017/18 there has been an increase in emissions due to electricity and gas use in Council buildings. The increase is mainly attributed to operational demands from the new Splash Aqua Park and Leisure Centre, which opened in October 2017 and has contributed to almost a quarter of the total electricity demand for all Council facilities. The overall gas use has also increased considerably (77 per cent increase from the previous year), mostly due to the opening of Splash, which accounts for approximately 40 per cent of the total gas use in all Council facilities. There was a rise in gas use (21 per cent as compared to the previous year) to run the Broadmeadows Aquatic and Leisure Centre cogeneration plant, which was offset by a decrease in electricity use (26 per cent as compared to the previous year), resulting in a net emissions reduction by approximately 110 tonnes of CO₂-e per annum.

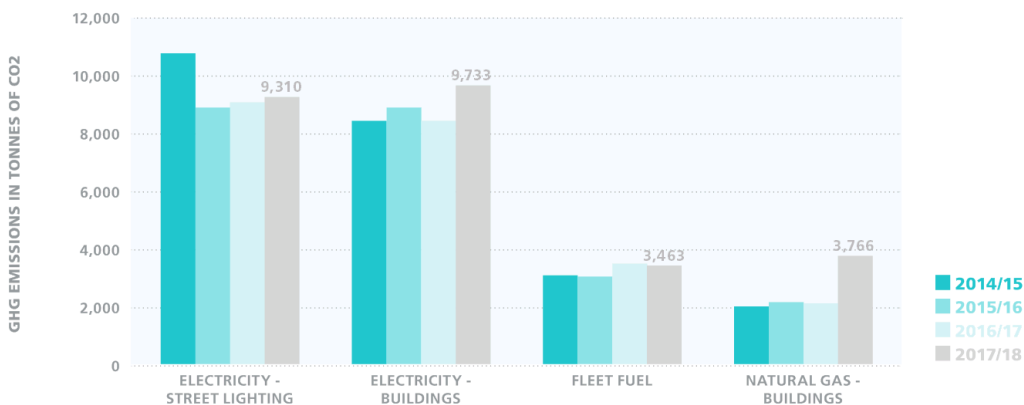


Figure SL3: Council’s greenhouse gas emissions by source (excluding landfill) from 2014/15 to 2017/18

¹⁰ Most of the municipal waste that Hume collects is taken to a private landfill – the landfill operator has primary responsibility for emissions from that site but Hume City Council (and the Hume community) can influence waste and greenhouse emissions reductions from all municipal waste, not just the proportion (roughly one third) that is sent to Sunbury Landfill. Sunbury Landfill also receives waste from other sources.

3. SUSTAINABLE LEADERSHIP

The main achievement demonstrated in the 2017/18 GHG inventory is that, excluding Splash, there has been a 11 per cent reduction in electricity use in the remaining Council buildings, as shown in Figure SL4. The reduction in energy use is mainly due to energy efficiency and renewable energy measures such as:

- Solar installs on several buildings including the Hume Global Learning Centres at Broadmeadows and Craigieburn and the Newbury Child and Community Centre.
- Purchase of 10 per cent GreenPower for all Council buildings.¹¹
- Upgrading the existing lights to more efficient LED lights in facilities such as the Broadmeadows library (part of Hume Global Learning Centre - Broadmeadows).
- Building Management System (BMS) optimisation (which includes optimising lighting, heating and cooling requirements of the building).

Council has benefited from solar installs and other efficiency upgrades, which has reduced electricity consumption in some buildings by more than 25 per cent. In future, emissions from electricity use may continue to increase as new facilities are commissioned and existing facilities redeveloped including Town Hall Broadmeadows, Hume Global Learning Centre - Sunbury, Sunbury Aquatic and Leisure Centre and Aitken Hill Community Centre.

GHG emissions from street lighting and fleet fuel remained relatively constant from the previous year. The street lighting upgrade, completed in 2016, has been responsible for a major reduction in electricity consumption. Energy efficient LED lights are now being installed in new estates and as a result, the emissions have increased at a slower rate than the increase in the number of street lights. The emissions from fleet fuel have also not changed significantly since the previous year, decreasing by 1 per cent.

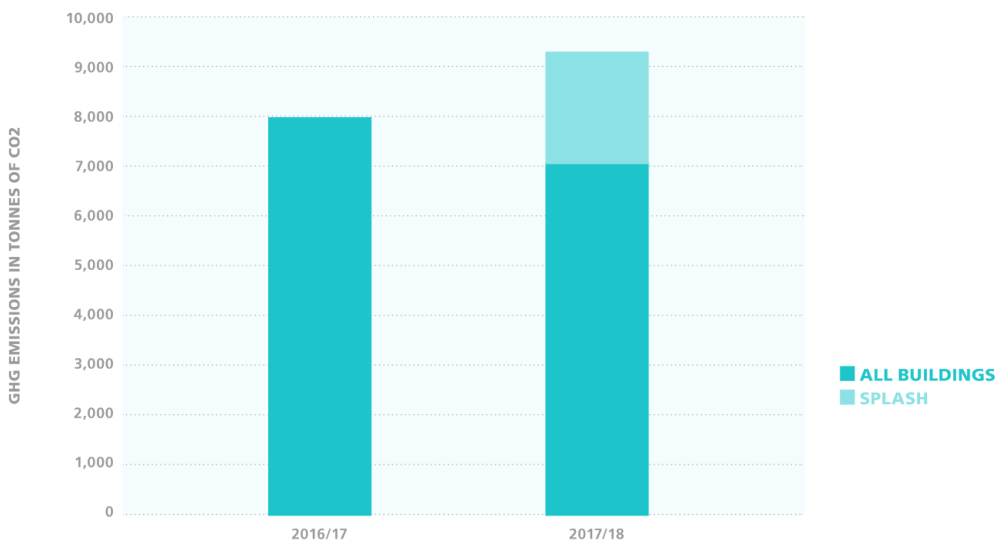


Figure SL4: Electricity use in Council buildings in 2016-17 and 2017-18

¹¹ [GreenPower](#) is a government accredited program for purchasing electricity from renewable sources such as solar and wind power. GreenPower is greenhouse neutral electricity.

WATER

INDICATOR 8: COUNCIL WATER USE

Council’s drinking water use increased from 204 megalitres to 234 megalitres in 2017-18, an increase of 15 per cent from the previous year, as shown in Figure SL5. Council’s overall water use is strongly driven by its irrigation of public open spaces, which is dependent on temperature and rainfall. There was above average rainfall in 2016/17 which led to an unusually low water demand from Council. Below average rainfall in 2017/18 led to an increase in water use relative to 2016/17. There are also a number of other reasons for increased water use including the opening of Splash Aqua Park and Leisure Centre and the Sunbury warm water pool works.

Council is taking consistent measures to reduce its consumption through:

- Installing rainwater tanks at new and existing facilities
- New irrigation control systems
- Converting sports fields to warm season grass.

Council’s recycled water use for 2017/18 was 78.2 megalitres (up slightly from 76 megalitres in 2016/17). This represents one quarter of total Council water use (potable, recycled and stormwater). Council uses recycled water mainly for irrigation of sporting reserves but some is also used for toilet flushing, such as at the Splash Aqua Park and Leisure Centre. Recycled water use is expected to increase in the future as new facilities are built in recycled water supply areas. Council also used 22 megalitres of stormwater in 2017/18 to irrigate Greenvale Recreation Reserve and Lakeside Reserve Roxburgh Park, representing 6.5 per cent of Council’s total water use. The same volume of stormwater was used on these reserves in 2016/17.

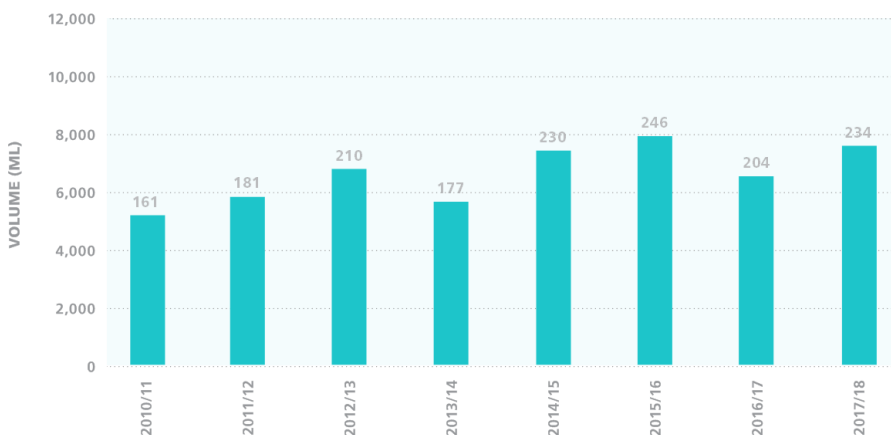


Figure SL5:
Council water use in million litres (ML)

CASE STUDY: SPLASH AQUA PARK AND LEISURE CENTRE

Council opened the Splash Aqua Park and Leisure Centre in October 2017. Splash consists of facilities including a 24/7 gym, group fitness rooms, Olympic-sized pool, warm water pool and spa, large water slides and cafe.

Due to its large scale, utmost importance was given to reusing and recycling water while planning and designing the Centre. Several water saving measures include:

- Underground rainwater tanks installed and used to replenish water in the swimming pool.
- Recycled water used at the Centre for toilet flushing and landscape watering.
- Water-efficient shower heads, toilets and taps installed.

The facility was benchmarked against best practice,¹² to reflect the correlation between the number of patrons and the use of water.

RATING	KPI	SPLASH
Best practice	<10 L/patron	9L/ patron
Good	10-25 L/patron	
Fair	25-40 L/patron	
Poor	>40 L/patron	

In 2017-18 Splash used 5,767 kilolitres of drinking water and the number of patrons visiting the centre was 644,704. This gives a value of 9 litres per person, which translates to the best practice rating.



Figure SL6
Patrons enjoy the pool at Splash



Figure SL7:
Splash water slides

¹² 'Best practice guidelines for water management in aquatic leisure centres', Sydney Water (2011).

WASTE AND RECYCLING

CASE STUDY: ORGANICS DIVERSION

To increase organics collection in the area, Hume City Council has facilitated collection from Bookmark Cafe located in the Hume Global Learning Centre - Broadmeadows.

Bookmark Cafe has been diverting organics from landfill through collection of food scraps by Circular Food since June 2017. Since collection commenced, 3.8 tonnes of food waste from the cafe has been diverted from landfill, allowing it to be turned into a high-quality compost product.

Council's Parks department has purchased 75 cubic metres of compost product from Circular Food and we have another 50 cubic metres on the way to help us close the loop on food waste and return valuable nutrients back into Hume's soil.

By purchasing the final compost blend from Circular Food, Council's Parks Department has been able to benefit from this more efficient use of resources that will return a total of 85 tonnes of organic materials back to Hume soil.

EDUCATION AND ENGAGEMENT

CASE STUDY: COFFEE CUP CAMPAIGN

Hume City Council's Green Team identified waste as a priority area in 2017/18, with single-use coffee cups selected as a key issue to tackle.

To incentivise staff to shift away from using disposable takeaway cups, Council coordinated a bulk order of personalised KeepCups which provided staff with a discount of 50 per cent.

Over 75 staff readily took up the offer and proudly use their new cups.



4. ENVIRONMENTAL STEWARDSHIP

SUMMARY

Hume City is a large and diverse place with about 65 per cent of land rural or semi-rural in nature. The landscape has changed dramatically since European settlement but significant remnants of native habitat still remain. Biodiversity values (native plants and animals), relatively good quality waterways and places of Aboriginal and European heritage can also be found.

Emu Bottom Wetlands Reserve, Holden Flora Reserve, Evans Street Wildflower Grassland, Kalkallo Common Grassland and Maygar Grassland are just some of Hume's valuable sites. The Organ Pipes National Park and Woodlands Historic Park are reserves of State significance in and bordering Hume. Waterways including the Jacksons, Merri and Deep creeks are regionally significant and should be protected from the impacts of urbanisation and the threats of introduced pest plants and animals. Efforts are ongoing to protect, enhance and connect these threatened environments involving Council, community and government organisations.

CASE STUDY: NATURAL HERITAGE INTERPRETIVE SIGNAGE

While Hume boasts a diverse array of natural heritage values such as native wildlife, rare and threatened plant and animal communities, waterways and sites of geological significance, it is not always obvious to the community.

To engage residents and visitors, a suite of interpretive signage was installed across Hume to communicate the significance and meaning of our natural and cultural heritage. By promoting these values, Council aims to foster a greater connection between community and our natural environment.

Nearly forty signs were installed in 2017/18 across a range of sites including Malcolm Creek, Aitken Creek, Jacksons Creek, Maygar Grassland and Wanginu Park.

To learn more about Hume’s natural environment, visit [Council’s Discover Nature webpage](#).



Figure ES1:
Wanginu Park sign



Figure ES2:
Emu Bottom Wetlands sign

CASE STUDY: CONSERVING OUR RURAL ENVIRONMENT GRANT PROGRAM

Hume City Council’s Conserving our Rural Environment (CoRE) grant provides support and financial investment to rural landowners and community environmental groups for on-ground works and capacity building activities relating to sustainable land management and biodiversity conservation. Eligible landowners can apply for a Small (\$300) or Project (\$301-\$10,000) grant. In 2017/18, a total of 201 landowners received a small grant and 29 landowners received a project grant.

Serrated Tussock works

A targeted Serrated Tussock program was undertaken within a conservation area of a private property adjoining Emu Creek, which had proved to be an ongoing conservation management challenge for the landowners. In-kind works were also undertaken by the landowner to complement the program activities. The works have significantly reduced the infestation of Serrated Tussock and other weeds within this significant conservation area and a program of ongoing weed control works and revegetation is now planned.



Figure ES3:

Private property undertaking Serrated Tussock management

CASE STUDY: TRADITIONAL BURN WITH WURUNDJERI AT SUNBURY RINGS

In May, a two-hectare cultural and ecological burn was undertaken at Wurundjeri Cultural Conservation Reserve in Sunbury. This 10-hectare reserve contains three culturally-significant sacred earth rings and other significant Aboriginal artefacts. The site is located in the Victorian Volcanic Plains and contains the endangered Plains Grassy Woodland vegetation community.

The burn was led by the Wurundjeri Narrap Land Management Team with assistance from Council staff and contractors. Wurundjeri Elder Uncle David Wandin shared his traditional knowledge about cultural burning with attendees including Aboriginal people, Council staff, the Port Phillip and Westernport Catchment Management Authority (PPWCMA) and Friends groups.

The burn was a jointly-funded collaborative project between Council, PPWCMA and the Wurundjeri Land Council through the Valuing our Volcanic Plains and the Conserving Our Rural Environment grant programs.

The burn aimed to assist in the revival of Wurundjeri culture, celebrate connection with the land, and contribute to the management of the vegetation and cultural heritage at the reserve. The project was also successful in contributing to increasing knowledge and awareness of Aboriginal cultural and ecological knowledge, and to facilitate an exchange of knowledge between traditional and contemporary burning methods.

Photo credits: Emma Muir



Figure ES4:
Cultural and ecological burn



Figure ES5:
Event attendees gathered post-burn



Figure ES6:
Burned vegetation patches

CASE STUDY: WILDLIFE SURVEYS

Hume City Council completed its first substantial wildlife surveys on 24 private properties. Targeted surveys for Brush-tailed Phascogales and Sugar Gliders were also undertaken at Greenvale Recreation Reserve and Woodlands Historic Park in partnership with Parks Victoria and Conservation Volunteers Australia with support by the Department of Environment, Land, Water and Planning. This research offered insight into the key fauna species present in Hume and how Council and landholders can better plan for and conserve them.

Almost 200 baited cameras were deployed across the sites with 300,000 images captured. The most widely detected animals were the Common Brushtail Possum, Common Wombat, Black Wallaby, Eastern Grey Kangaroo and Common Ringtail Possum. Echidna and Sugar Glider were also found. The survey also found pests such as foxes, rats, rabbits, hares and cats to be widespread. Sambar Deer and wild pigs were also detected. Recommendations were provided to landowners about how to protect and enhance wildlife habitat on their properties and the benefits that this provides.

Figure ES7:
Wombat (right, top)



Figure ES8:
Brushtail possum and young (right, second from top)



Figure ES9:
Brown Goshawk (right, second from bottom)



Figure ES10:
Sugar Glider (right, bottom)



CASE STUDY: NEW ADDITION TO THE MERRI CREEK PARKLANDS

In April 2017, an additional section of the Merri Creek Parklands just off the north of Cooper Street, Somerton was handed over to Council from an industrial developer for its long-term protection and management. The site is 14.5 hectares which encompasses sloping grassed areas, rocky escarpments and minor floodplain landforms associated with Merri Creek. Through ecological surveys of the site, a range of flora and fauna values were identified.

Along with contractors, Hume City Council’s Conservation team is aiming to recreate Ecological Vegetation Classes (EVCs) which were once present prior to past land clearing and development. By using conservation practices such as manual and chemical control methods for the management of exotic weeds and revegetation of mid-storey and understorey with native plants, Council is working towards increasing the flora and fauna values of the site.



Figure ES11:
Addition to Merri Creek Parklands

CASE STUDY: RURAL LANDOWNER EDUCATION

In November, a partnership between Hume and Whittlesea City Councils and Mitchell Shire Council saw approximately 40 landowners from the region attend a Weed Control Networking Day. This event saw landowners learn useful tips about dealing with weeds. The day included guest speakers discussing landowner incentives, regional community group projects, pest plant control (especially gorse, blackberry and serrated tussock), and weed management on waterways.

Landowners also had the opportunity to learn about the alternative land management theory of natural sequence farming during a field day in March. Held on a private rural property in Sunbury, the event exposed attendees to the principles of natural sequencing which aims to restore natural water flows in an effort to reduce environmental degradation such as erosion.

The field day provided valuable information about improving and rehabilitating degraded areas of rural properties, improving health and profitability of farms, understanding the role of water and plants in the landscape and designing and constructing landscape structures to reinstate natural systems.

Approximately 40 people also attended a Best Management Serrated Tussock field day in May at a local rural property in Diggers Rest. The day featured spraying demonstrations, grazing and pasture management experts and informed the community of the threat serrated tussock poses and how to best mitigate these threats.



Figure ES12:
Weed Control Networking Day



Figure ES13:
Natural Sequence Farming field day

CASE STUDY: ALUR REVIEW

A review of the Agricultural Land Use Rebate (ALUR) program commenced in February 2017. The purpose of the review was to determine if the ALUR is the best mechanism to support landowners in sustainable agricultural land use and land management activities and to explore alternative options for providing support to landowners in the rural area.

A Community Engagement Plan guided the review and included the appointment of a Stakeholder Consultation Group (SCG), allowing for a deliberative engagement process to occur. The group, consisting of 13 landowners, convened five times from August 2017 through to June 2018. The SCG have provided valuable input into the future delivery of the program by identifying ways to improve the service and the support provided to rural landowners. The review is due to be completed in 2019.

CASE STUDY: CITIZEN SCIENCE

Citizen science involves the public contributing to scientific research with the aim to increase scientific knowledge. Hume community members have contributed to a range of important citizen science projects by submitting their observations of nature.

In 2017/18, 50 recordings of frogs in Hume were made as part of [Frog Census](#), a Melbourne Water community frog monitoring program. Species observed included:

- Eastern Common Froglet (*Crinia signifera*)
- Eastern Banjo Frog (*Limnodynastes dumerilii*)
- Striped Marsh Frog (*Limnodynastes peronii*)
- Spotted Marsh Frog (*Limnodynastes tasmaniensis*)
- Southern Brown Tree Frog (*Litoria ewingii*)
- Growling Grass Frog (*Litoria raniformis*)
- Whistling Tree Frog (*Litoria verreauxii verreauxii*).

Melbourne Water's [Waterwatch program](#) sees community volunteers measuring water quality to help increase the understanding of our waterways' long-term health. In 2017/18, volunteers made 331 recordings of parameters such as pH, dissolved oxygen and turbidity during 40 visits across six sites in Hume. Data from the observations can be found on the [Waterwatch Data Portal](#).

To learn more about citizen science and how you can be involved, visit the [Hume Discover Nature webpage](#).



Splash Aqua Park And Leisure Centre



REPORT NO:	GE340
REPORT TITLE:	Quarterly Financial Report - March 2019
SOURCE:	Fadi Srour, Manager Finance and Property Development
DIVISION:	Corporate Services
FILE NO:	HCC17/813
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENT:	1. <i>Quarterly Financial Report</i>

1. SUMMARY OF REPORT:

The quarterly financial report provides information to the community and stakeholders on the financial performance and position of Council as at 31 March 2019, as required on a quarterly basis under section 138 – Quarterly Statements of the *Local Government Act*, 1989.

2. RECOMMENDATION:

That the finance report for the nine months ended 31 March 2019 be received and noted.

3. FINANCIAL IMPLICATIONS:

3.1 The financial statements consist of three main reports:

1. The Income Statement;
2. The Balance Sheet; and
3. The Statement of Cash Flows.

3.2 Two additional reports have also been included that show the level of payments that Council directly makes to businesses, community groups, individuals and employees within Hume.

3.3 From a governance and accountability perspective, Council receives quarterly reports on key financial data with detailed commentary on variance analysis and actions being undertaken. The reporting of this key financial data on a quarterly and annual basis adds to the commitment Council has made to govern in an open manner and be accountable to residents for the management of resources and funding.

4. KEY FINANCIAL INFORMATION:

4.1 Income Statement [*Attachment 1*]

4.1.1 The Income Statement measures how well Council has performed from an operating or recurrent nature. It reports revenues and expenditure from the activities and functions undertaken with the net effect being the resulting surplus figure.

4.1.2 Attachment 1 identifies that Council has generated \$205.9m in revenue and \$178m in expenses. This has resulted in a surplus of \$27.9m which is \$1.4m above budget for the nine months ended 31 March 2019. This favourable variance is largely due to the vacancies in Council which has been partly offset by an increase in agency staff costs.

1.

REPORT NO: GE340 (cont.)

4.1.3 Council's Revenue Base

- (a) The majority of Council's revenue is derived from rates and charges. During the financial year ended 30 June 2018, rates income was \$173.1m. This equated to 37.5% of Council's total revenue of \$461m.
- (b) For the nine months ended 31 March 2019, rates revenue was \$137.7m which equates to 44.7% of total revenue. Therefore, Council continues to be reliant on its rates revenue as a major source of income.

4.1.4 For the nine months ended 31 March 2019, the major items of revenue earned by Council include:

(a) Rates and charges	\$ 137.7m
(b) Contributions – non-monetary	\$ 66.2m
(c) Grants – recurrent	\$ 30.1m
(d) Contributions – monetary	\$ 27.6m
(e) User fees	\$ 22.2m
(f) Statutory fees and fines	\$ 10.9m

4.1.5 Council's Expense Base

- (a) The majority of Council's expenses relates to employee benefits. During the financial year ended 30 June 2018, employee benefits were \$104.6m. This equated to 43.3% of Council's total expenses of \$241.5m.
- (b) For the nine months ended 31 March 2019, employee benefits were \$78.3m which equates to 44% of total expenditure.

4.1.6 For the nine months ended 31 March 2019, the major items of expenditure incurred by Council include:

(a) Employee costs	\$ 78.3m
(b) Materials and services	\$ 55.0m
(c) Depreciation and amortisation	\$ 34.1m

4.2 Balance Sheet [*Attachment 2*]

4.2.1 The Balance Sheet is a statement at a point in time which shows all the resources controlled by Council and the obligations of Council. The aim of the Balance Sheet is to summarise the information contained in the accounting records relating to assets, liabilities and equity in a clear and intelligible form.

4.2.2 The major item on the Balance Sheet consists of property, infrastructure, plant and equipment. These fixed assets made up 90.8% of Council's total asset base in 2017/18 – a total of \$3.14b. As at 31 March 2019, fixed assets made up 90.6% of Council's total asset base – a total of \$3.23b.

4.2.3 The impact of sound financial management can be seen in the ratepayer equity of \$3.5b which reflects the strong financial position of Council. The information contained within the Balance Sheet also demonstrates that liquidity is strong as demonstrated by the favourable cash balance. Council's assets are increasing, which is largely due to developer contributed assets and a substantial capital works program. All of these factors have led to favourable key ratios as identified in this report.

4.3 Statement of Cash Flows [*Attachment 3*]

4.3.1 The Statement of Cash Flows shows what was actually received and paid by Council, not what was owed or what was recorded. This is largely why it is

REPORT NO: GE340 (cont.)

different to the Income Statement which shows what income was raised and payments incurred during the same period.

4.3.2 For example, Council may make a purchase of some goods/services today but may not make payment for those goods/services for another 30 days (in accordance with Council's credit terms). However, as the goods/services have already been provided, the accounting standards require that the cost of these goods/services be recorded in the Income Statement as soon as they have been provided.

4.3.3 Another reason for the difference between the surplus figure reported in the Income Statement and the Cash Flow Statement is the Depreciation and Amortisation recorded as expense, \$34.1m at 31 March 2019, (in the Income Statement) with no resulting cash payments.

4.3.4 For the nine months ended 31 March 2019, Council's cash position is \$266.5m which is \$68.3m favourable to budget. This is largely due to commencing the year with a higher than expected cash balance primarily as a result of a larger than expected carried forward in the capital works program, favourable cash contributions from developers, less capital works expenditure in the first nine months of the year and a favourable operating result.

4.4 Buying Local [Attachment 4]

4.4.1 The Buying Local report highlights the level of payments made by Council to businesses, community groups and individuals within the municipality. The report includes payments for grants and contributions, materials and services, building and utility costs and contractor and other services. For the nine months ended 31 March 2019, Council made payments to local suppliers totalling \$14.1m. Significantly, the level of local expenditure as a proportion of Council's total payments (including capital works) was 11.4% as at 31 March 2019.

4.4.2 It should be noted that the report only includes payments to suppliers whose mailing address is listed within Hume. Therefore, there is the possibility that the level of payments made to local suppliers is in fact, higher.

4.5 Employees Residing within Hume [Attachment 5]

4.5.1 The Employees Residing within Hume report highlights the level of salaries paid to employees who reside within Hume as well as the number of employees who reside within Hume.

4.5.2 For the nine months ended 31 March 2019, Council paid salaries to employees residing within Hume totalling \$33.12m, representing 42.3% of total employee benefits. In addition, for the nine months ended 31 March 2019, there were 924 employees residing within Hume representing 60% of total employees.

4.6 Financial Ratios

The following financial ratios are required to be included in Council's financial report at year-end. Although their value may be limited as key financial indicators, they do provide information on trends.

REPORT NO: GE340 (cont.)

Ratios	Nine Months to 31-Mar-19 2018/19	Nine Months to 31-Mar-18 2017/18	Twelve Months to 30-Jun-18 2017/18
<p>Debt Servicing Ratio (Target < 3%) This ratio measures the extent to which long-term debt is impacting on the annual total income of Council and identifies the capacity of Council to service outstanding debt. The ratio expresses the amount of interest paid as a percentage of Council's total revenue. (The lower the ratio the better).</p>	0.00%	0.01%	0.01%
<p>Debt Commitment Ratio (Target < 15%) This ratio identifies Council's debt redemption strategy and expresses the percentage of rate revenue utilised to pay interest and redeem debt principal. (The lower the ratio the better).</p>	0.41%	0.35%	0.74%
<p>Revenue Ratio (Target 65% - 70%) This ratio identifies Council's reliance on rates as a source of income. (The lower the ratio the better).</p>	44.70%	43.1%	37.5%
<p>Debt Exposure Ratio This ratio identifies Council's exposure to debt and expresses the total indebtedness to total realisable assets. (The lower the ratio the better).</p>	4.08%	5.47%	5.64%
<p>Working Capital Ratio (Target 100% - 150%) This ratio identifies Council's ability to meet current liabilities and enables an assessment of Council's liquidity and solvency. The ratio compares the current assets to current liabilities. (The higher the ratio the better).</p>	907.85%	834.78%	480.78%

5. CONCLUSION:

The quarterly report has been prepared on an accrual basis and in accordance with accounting practices, including an Income Statement, Balance Sheet and Statement of Cash Flows. Council's financial performance is ahead of expectations.

Attachment 1

INCOME STATEMENT

For the nine months ended 31 March 2019

	Nine months to 31/03/2019 ACTUAL 2018/19 \$'000	Nine months to 31/03/2019 BUDGET 2018/19 \$'000	Twelve months to 30/06/2018 ACTUAL 2017/18 \$'000
Income			
Rates and charges	137,705	136,995	173,074
Statutory fees and fines	10,923	10,366	14,767
User fees	22,198	21,893	27,595
Grants - operating	30,064	35,036	44,915
Property rental	1,862	1,484	1,936
Interest and other income	3,179	2,020	4,983
Total income	205,931	207,794	267,270
Expenses			
Employee costs	78,250	83,575	104,604
Materials and services	54,978	52,135	76,571
Utility costs	4,436	5,429	5,983
Grants, contributions and donations	3,143	3,227	4,552
Bad and doubtful debts	715	-	604
Depreciation and amortisation	34,089	34,970	42,570
Borrowing costs	617	204	785
Other expenses	1,799	1,775	5,851
Total expenses	178,027	181,315	241,520
Underlying surplus	27,904	26,479	25,750
Net gain on disposal of property, plant, equipment and infrastructure	346	146	204
Net gain on property development	1,897	1,740	5,236
Fair value adjustment on investment property	-	-	7,160
Contributions - non-monetary	66,174	66,273	127,396
Contributions - developer	27,640	18,131	37,273
Grants - capital	6,110	8,869	16,472
Surplus for the year	130,071	121,638	219,492
Other comprehensive income			
Net asset revaluation increment	-	-	450,587
Comprehensive result	130,071	121,638	670,080

Attachment 2

BALANCE SHEET

As at 31 March 2019

	Nine months to 31/03/2019 ACTUAL 2018/19 \$'000	Nine months to 31/03/2018 ACTUAL 2017/18 \$'000	Twelve months to 30/06/2018 ACTUAL 2017/18 \$'000
Assets			
Current assets			
Cash and cash equivalents	266,505	212,348	239,023
Trade and other receivables	24,007	24,909	30,931
Non-current assets classified as held for sale	10	250	2,686
Other assets	18	751	2,264
Total current assets	290,540	238,258	274,904
Non-current assets			
Trade and other receivables	83	300	92
Property, infrastructure, plant and equipment	3,230,314	2,617,624	3,142,022
Investment property	44,601	39,680	44,601
Financial assets	310	310	310
Non-current assets classified as held for sale	-	2,635	-
Total non-current assets	3,275,308	2,660,549	3,187,025
Total assets	3,565,848	2,898,807	3,461,929
Liabilities			
Current liabilities			
Trade and other payables	3,524	3,543	25,938
Interest-bearing loans and borrowings	-	817	559
Provisions	27,586	25,003	27,310
Development fee obligation	13	64	3,374
Trust funds and deposits	880	-	4,033
Total current liabilities	32,003	29,427	61,214
Non-current liabilities			
Interest-bearing loans and borrowings	-	559	-
Provisions	24,495	24,042	24,447
Trust funds and deposits	8,503	7,798	5,497
Development fee obligation	-	3,311	-
Total non-current liabilities	32,997	35,710	29,944
Total liabilities	65,000	65,137	91,158
Net assets	3,500,848	2,833,670	3,370,771
Equity			
Accumulated surplus	1,805,645	1,616,595	1,670,107
Other reserves	109,391	79,610	114,852
Asset revaluation reserve	1,585,812	1,137,465	1,585,812
Total equity	3,500,848	2,833,670	3,370,771

Attachment 3

STATEMENT OF CASH FLOWS

For the nine months ended 31 March 2019

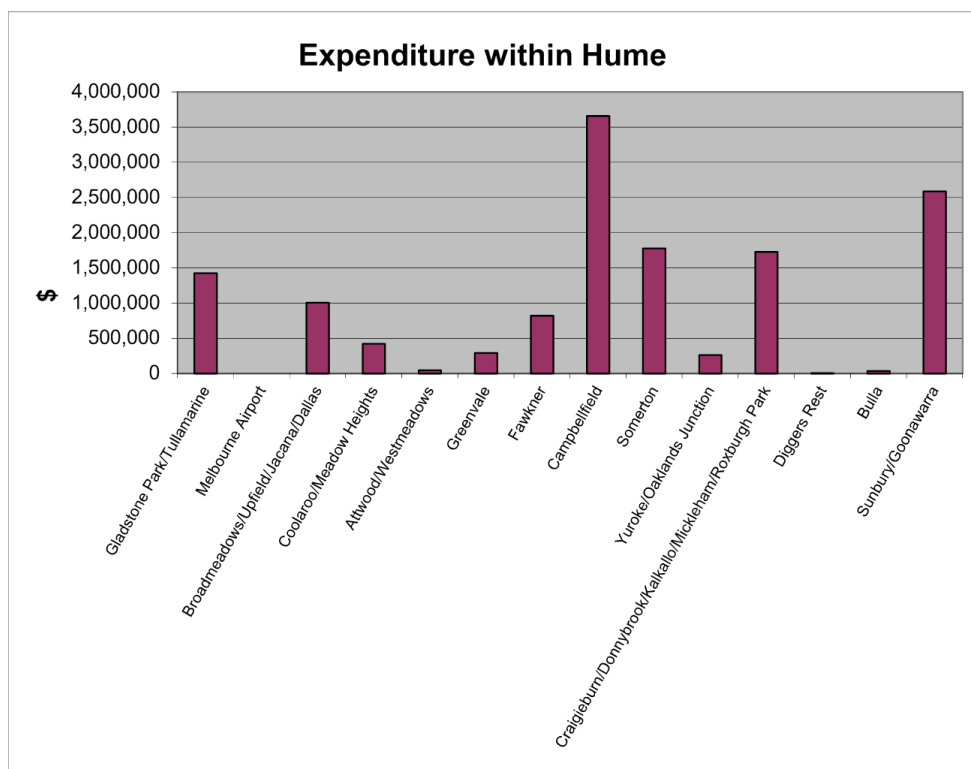
	Nine months to 31/03/2019 ACTUAL 2018/19 \$'000	Nine months to 31/03/2019 BUDGET 2018/19 \$'000	Twelve months to 30/06/2018 ACTUAL 2017/18 \$'000
Cash flows from operating activities			
Receipts			
Rates and charges	140,626	139,943	174,593
Statutory fees and fines	10,334	11,078	14,090
User fees	25,408	26,480	33,579
Grants - operating	30,064	35,036	44,915
Grants - capital	7,727	8,869	17,016
Contributions - monetary	26,319	16,810	34,724
Interest and other receipts	3,073	2,020	3,686
Property rental	1,900	1,484	1,736
Net GST refund	1,534	-	15,792
Net trust funds and deposits	(148)	-	-
	246,837	241,720	340,131
Payments			
Employee costs	(82,037)	(89,341)	(103,303)
Materials and services	(65,427)	(64,750)	(97,608)
Grants, contributions and donations	(3,143)	(2,949)	(4,552)
Other payments	(1,799)	(1,775)	(2,424)
Net trust funds and deposits	-	-	(1,282)
	(152,406)	(158,815)	(209,168)
Net cash provided by operating activities	94,431	82,905	130,963
Cash flows from investing activities			
Payments for property, plant, equipment and infrastructure	(68,458)	(90,646)	(51,962)
Proceeds from sale of property, plant, equipment and infrastructure	867	600	1,132
Proceeds from property development	1,212	1,224	2,605
Net cash used in investing activities	(66,379)	(88,822)	(48,224)
Cash flows from financing activities			
Finance costs	(11)	(4)	(62)
Repayment of interest-bearing loans and borrowings	(559)	(559)	(1,221)
Net cash used in financing activities	(570)	(563)	(1,283)
Net increase / (decrease) in cash and cash equivalents	27,482	(6,480)	81,455
Cash and cash equivalents at the beginning of the period	239,023	204,722	157,568
Cash and cash equivalents at the end of the period	266,505	198,242	239,023

Attachment 4

**Buying Local
 Expenditure by Locality**

As at 31 March 2019

Postcode	Suburb	Amount \$
3043	Gladstone Park/Tullamarine	1,427,814
3045	Melbourne Airport	-
3047	Broadmeadows/Upfield/Jacana/Dallas	1,008,021
3048	Coolaroo/Meadow Heights	424,525
3049	Attwood/Westmeadows	47,539
3059	Greenvale	292,408
3060	Fawkner	822,044
3061	Campbellfield	3,657,574
3062	Somerton	1,777,704
3063	Yuroke/Oaklands Junction	262,956
3064	Craigieburn/Donnybrook/Kalkallo/Mickleham/Roxburgh Park	1,728,216
3427	Diggers Rest	6,387
3428	Bulla	35,997
3429	Sunbury/Goonawarra	2,588,855
Total		14,080,040



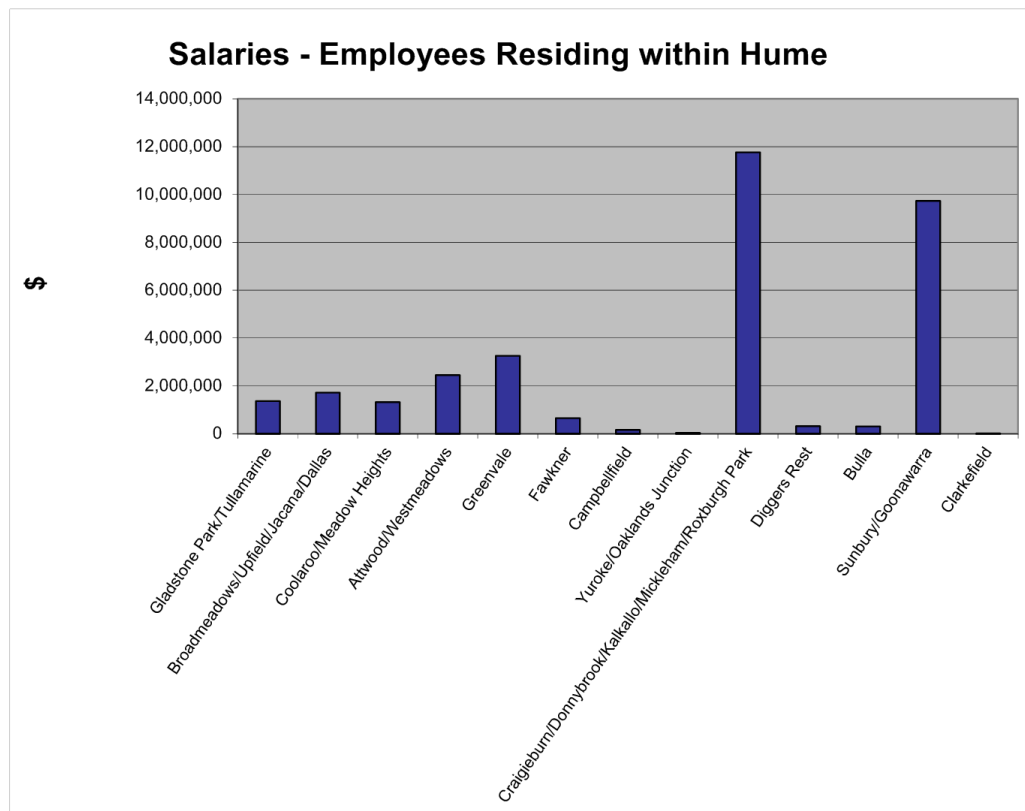
Attachment 5

Employees Residing within Hume

As at 31 March 2019

Postcode	Suburb	Gross Salaries \$
3043	Gladstone Park/Tullamarine	1,367,982
3047	Broadmeadows/Upfield/Jacana/Dallas	1,718,827
3048	Coolaroo/Meadow Heights	1,324,292
3049	Attwood/Westmeadows	2,452,663
3059	Greenvale	3,258,862
3060	Fawkner	653,806
3061	Campbellfield	167,335
3063	Yuroke/Oaklands Junction	40,186
3064	Craigieburn/Donnybrook/Kalkallo/Mickleham/Roxburgh Park	11,764,263
3427	Diggers Rest	321,257
3428	Bulla	309,252
3429	Sunbury/Goonawarra	9,730,543
3430	Clarkefield	7,710
Total		33,116,978

Total number of employees paid that reside within Hume was 924.



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REPORT NO:	GE341
REPORT TITLE:	Approved Contracts Reports - 1 January 2019 - 31 March 2019
SOURCE:	Fadi Srour, Manager Finance and Property Development; David Cecala, Coordinator Procurement
DIVISION:	Corporate Services
FILE NO:	HCC04/13
POLICY:	Procurement 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:

This report provides Council with a summary of contracts approved by Council and contracts approved by the Chief Executive Officer (CEO) and Directors under delegated authority for the period 1 January 2019 – 31 March 2019.

2. RECOMMENDATION:

That the report be noted.

3. LEGISLATIVE POWERS:

Legislative Powers to enter into contracts are contained in section 186 of the *Local Government Act 1989*.

4. FINANCIAL IMPLICATIONS:

All approved contracts listed in this report have been provided for in Council's Annual Budget and for multi-year contracts in the Strategic Resource Plan.

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 considerations in this report.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

There is no charter of human rights application in respect to this report.

8. COMMUNITY CONSULTATION:

Not applicable.

9. DISCUSSION:

9.1 Contracts approved under delegated authority by the Chief Executive Officer

9.1.1 Council has, via an Instrument of Delegation, delegated to the CEO, the power to enter into contracts up to a value of \$500,000.

9.1.2 For the period 1 January 2019 to 31 March 2019, the CEO approved the following contracts up to the value of \$500,000.

REPORT NO: GE341 (cont.)

Contract No.	Description	Awarded Supplier	Date Approved
30 18 2906	Provision of garden, gutter and window maintenance to Commonwealth Home Support Program (CHSP) clients.	Guardians Consolidated	4 January 2019
30 18 2918	Road Reconstruction – Flynn Crescent Coolaroo.	MJ Construction Group Pty Ltd	7 January 2019
30 18 2919	Road Rehabilitation - Blair Street, between Riggall Street and Kiewa Crescent Dallas.	Vcrete Concrete Contractors	7 January 2019
30 18 2930	Spavin Drive Lake Sunbury, spillway remediation works.	Astern Group Pty Ltd	7 January 2019
30 18 2934	Palmers Road, Sunbury - pavement widening and rehabilitation (1km).	MJ Construction Group Pty Ltd	7 March 2019

9.2 Contracts approved under delegated authority by Directors

9.2.1 Council's Procurement Policy provides for Directors to undertake procurement up to the value of \$100,000.

9.2.2 For the period 1 January 2019 to 31 March 2019, Directors approved the following contracts up to the value of \$100,000

Contract No.	Description	Awarded Supplier	Date Approved
30 18 2937	Aitken Hill Community Centre - supply of furniture.	Interspace Pty Ltd	13 February 2019
30 19 2940	Supply and installation of netball court lighting - John McMahon Recreation Reserve, Sunbury.	Cody Whelan Electrical Pty Ltd	28 February 2019
30 19 2961	Splash outdoor structure shade sails Craigieburn.	Splash Outdoor Shade Structures	7 March 2019

9.3 Contracts approved by Council

9.3.1 Council approved the following contracts over \$500,000 for the period 1 January 2019 – 31 March 2019

Contract No.	Description	Awarded Supplier	Date Approved
30 18 2852	Provision of land management services.	<ul style="list-style-type: none"> - Abzeco - Aus-Eco Solutions - Australian Eco-Systems - Envirovic2000 - Felix Botanica - Flora Victoria - Haas & Grey Indigenous - Habitat Land Management - Hume Contracting - Indigenous Design - Merri Creek Management Committee - Naturelinks Landscape Management - Practical Ecology - Wurundjeri Land & Compensation 	25 February 2019
30 18 2883A	Principal architect for Merrifield West, Northern Community Hub Project.	Perkins Architects	25 February 2019
30 18 2883B	Principal architect for Lockerbie Southern Community Hub.	Canvas Projects Pty Ltd	25 February 2019

REPORT NO: GE341 (cont.)

Contract No.	Description	Awarded Supplier	Date Approved
30 18 2909	Broadmeadows Aquatic and Leisure Centre - 25m pool associated facility - major upgrade – Broadmeadows.	Xerri Group	12 March 2019
30 18 2920	Sunbury BMX Skate Park modular pavilion - design, manufacture & installation of prefabricated modular building.	Modular Spaces	12 March 2019

10. CONCLUSION:

This report summarises contracts approved either by Council or under delegation by the CEO or a Director for the period. The report ensures transparency of reporting in line with Council's commitment to open and transparent governance.

REPORT NO: GE341 (cont.)

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REPORT NO:	GE342
REPORT TITLE:	Proposal to Name Unnamed Pavilion at the John McMahon Reserve in Honour of Jessy Carroll
SOURCE:	Gavan O'Keefe, Manager Governance; Matthew Wilton, Governance Support Officer
DIVISION:	Corporate Services
FILE NO:	HCC19/176
POLICY:	Proposals for Memorialisation within the Municipality of Hume
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENT:	1. <i>Aerial - John McMahon Reserve</i>

1. SUMMARY OF REPORT:

1.1 This report provides information in response to General Business item JOH038, which was moved by Councillor Leigh Johnson at the Council meeting dated 10 December 2018. The general business item resolved by Council at this meeting was as follows:

That Council considers naming the newly constructed pavilion at the John McMahon Reserve, the Jessy Carroll Memorial Pavilion in honour of Jessy, East Sunbury Sporting Champion.

1.2 This proposal can be considered by Council under its 'Proposals for Memorialisation within the Municipality of Hume' Policy.

2. RECOMMENDATION:

THAT Council approves progressing to the public consultation stage the proposal to name an unnamed pavilion located at the John McMahon Reserve, Sunbury, the Jessy Carroll Memorial Pavilion.

3. LEGISLATIVE POWERS:

Local Government Act 1989

4. FINANCIAL IMPLICATIONS:

If this proposal is approved by Council, the cost of signage and a plaque for the pavilion will be approximately \$1,500. This would be funded through Council's operational budget. There will also be costs associated with public consultation, such as placing a notice in local papers, which could cost up to \$500 and which will also be funded through Council's operational budget.

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 are engaged in this naming proposal.

REPORT NO: GE342 (cont.)

8. COMMUNITY CONSULTATION:

- 8.1 The buildings and grounds at the John McMahon Reserve are owned and maintained by Council, and it is within Council's power to directly name the pavilion. An image showing the pavilion's location within the reserve is provided as Attachment 1.
- 8.2 Internal consultation with relevant Council officers has occurred, and there were no objections raised that would prevent this proposal from being further considered.
- 8.3 Given the size of the newly constructed pavilion and the level of public use that it will have, it is recommended that Council conducts a community consultation process to seek public comment on the proposed pavilion name. Consultation would include placing public notices in local papers and on Council's website, and by writing to key stakeholder groups.
- 8.4 The period of public consultation would be 30 days.

9. DISCUSSION:

- 9.1 A condolence motion was raised by Councillor Leigh Johnson at the Council meeting held on Monday 26 November 2018 for Jessy Carroll who passed away from cancer on 17 November 2018. This was followed by General Business item JOH038, which was moved by Councillor Leigh Johnson, at the Council meeting dated 10 December 2018.
- 9.2 Jessy was an active member of the East Sunbury Cricket Club, Sunbury United Cricket Club and the East Sunbury Sporting group.
- 9.3 In February 2019 Council wrote to Mr Tony Carroll, Jessy Carroll's father, seeking his approval for Council to further consider this naming proposal. As per the 'Proposals for Memorialisation within the Municipality of Hume' policy, Council should consider the level of support from the deceased person's family for a proposal, and should only consider a proposal of this type if the family of the deceased person supported it. Mr Carroll has acknowledged the request from Council to name the pavilion after his late son and advised that it has the family's full support.
- 9.4 The 'Proposals for Memorialisation within the Municipality of Hume' policy states that the details listed below must be established by an applicant in their application to Council. Although this proposal was raised via a General Business item, this criteria would still apply:
 - (a) That the memorial proposal relates to a person who is no longer living;
 - (b) The feature, Council asset or area controlled by Council that is proposed to be named and/or at which a memorial is proposed to be located at; and
 - (c) That the proposed name conforms with the naming principles as contained within Council's Place Names Policy, with the most applicable principles in relation to this naming proposal being:
 - (i) Principle (A) Ensuring public safety
 - (ii) Principle (B) Recognising the public interest
 - (iii) Principle (C) Linking the name to place
 - (iv) Principle (D) Ensuring names are not duplicated
 - (v) Principle (E) Names must not be discriminatory
 - (vi) Principle (H) Using commemorative names
- 9.5 The policy also states that when considering a proposal, Council should consider:
 - (a) The reasons proposed for honouring the deceased person;

REPORT NO: GE342 (cont.)

- (b) The deceased person's contribution to the community, including lengths of service;
- (c) The deceased person's association with the feature or asset that is proposed to be named in their memory, or at which a memorial is proposed to be located (that is, linking the name to the place);
- (d) The level of support from the deceased person's family for the proposal.

9.6 If Council approves the progression of this proposal to public consultation, a report will be presented back to Council at a future meeting with the results of the public consultation process. At that time Council can make a final decision on this naming proposal.

10. CONCLUSION:

It is recommended that Council approve the progression of this proposal to the public consultation stage, to seek the community and key stakeholder views on naming the newly constructed pavilion at John McMahon Reserve the Jessy Carroll Memorial Pavilion.

REPORT NO: GE342 (cont.)

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REPORT NO:	GE343
REPORT TITLE:	Request for Authorisation of Council Officers under the Planning and Environment Act 1987
SOURCE:	Brad Mathieson, Senior Governance Officer
DIVISION:	Corporate Services
FILE NO:	HCC14/405
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENTS:	1. <i>Appointment and Authorisation - Raymond Alexander</i> 2. <i>Appointment and Authorisation - Katrina Toogood</i>

1. SUMMARY OF REPORT:

- 1.1 This report requests that Council uses its authority under section 147(4) of the *Planning and Environment Act 1987* (the Act) to authorise the nominated Council officers under that Act.
- 1.2 It is further requested that Council signs and seals the Instruments of Appointment and Authorisation for the nominated officers (Attachment 1 and Attachment 2).

2. RECOMMENDATION:

- 2.1 **THAT under section 147(4) of the *Planning and Environment Act 1987*, Council authorises Raymond Alexander to be an authorised officer under that Act.**
- 2.2 **THAT Council signs and seals an Instrument of Appointment and Authorisation for Raymond Alexander.**
- 2.3 **THAT under section 147(4) of the *Planning and Environment Act 1987*, Council authorises Katrina Toogood to be an authorised officer under that Act.**
- 2.4 **THAT Council signs and seals an Instrument of Appointment and Authorisation for Katrina Toogood.**

3. LEGISLATIVE POWERS:

- 3.1 *Local Government Act 1989*
- 3.2 *Planning and Environment Act 1987*

4. FINANCIAL IMPLICATIONS:

Nil

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

Nil

6. CLIMATE CHANGE ADAPTION CONSIDERATIONS:

Nil

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The rights protected in the charter were considered and it was determined that no rights were engaged in this report.

REPORT NO: GE343 (cont.)

8. COMMUNITY CONSULTATION:

Not applicable

9. DISCUSSION:

- 9.1 In accordance with section 224 of the *Local Government Act* 1989, Council may appoint any person other than a Councillor to be an authorised officer for the purposes of the administration and enforcement of any Act, regulations or local laws which relate to the functions and powers of the Council.
- 9.2 Section 147(4) of the *Planning and Environment Act* 1987 gives the responsible authority, being Council, the power to authorise an employee in writing to be an authorised officer under that Act.
- 9.3 The common practice at Hume City Council is that the Chief Executive Officer, under his general delegation, appoints authorised officers.
- 9.4 In order to avoid any ambiguity in the authorisation process for the *Planning and Environment Act* 1987, it is recommended that under section 147(4) of that Act, Council directly authorises the nominated officers from the Sustainable Environment and Waste Department to be authorised officers, and that Council signs and seals each instrument of appointment and authorisation to that effect.
- 9.5 Officers authorised under the *Planning and Environment Act* 1987 will have powers of entry under section 133 of that Act. Under this power, authorised officers can enter any land at any reasonable time to carry out and enforce this Act, the regulations, a planning scheme, a permit condition, an enforcement order or an agreement under section 173 of the same Act, or, if the officer has a reasonable suspicion, to find out whether any obligation has been or is being contravened.

10. CONCLUSION:

Council is requested to use its authority under section 147(4) of the *Planning and Environment Act* 1987 to authorise the nominated Council officers under that Act, and to sign and seal an instrument of appointment and authorisation to that effect for each nominated Council officer.



HUME CITY COUNCIL

Instrument of Appointment and Authorisation

(Planning and Environment Act 1987 only)

In this instrument "officer" means -

RAYMOND ALEXANDER

By this instrument of appointment and authorisation Hume City Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under section 232 of the *Local Government Act 1989* authorises the officer generally to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- (a) comes into force immediately upon its execution;
- (b) remains in force until varied or revoked.

This instrument is authorised by a resolution of the Hume City Council on 13 May 2019.

THE COMMON SEAL of HUME CITY COUNCIL

was hereto affixed on the.....

in the presence of

COUNCILLOR.....

CHIEF EXECUTIVE OFFICER.....

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HUME CITY COUNCIL

Instrument of Appointment and Authorisation

(Planning and Environment Act 1987 only)

In this instrument "officer" means -

KATRINA TOOGOOD

By this instrument of appointment and authorisation Hume City Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under section 232 of the *Local Government Act 1989* authorises the officer generally to institute proceedings for offences against the Acts and regulations described in this instrument.

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