

## **Policy and Services Committee**

held at the Civic Centre, Civic Drive, Greensborough on Tuesday 7 June 2016.

### **Minutes**

**Stuart Burdack**  
**Chief Executive Officer**

Wednesday 8 June 2016

**Distribution:**

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*Womin je ka*

## Nillumbik Shire Council

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**Nillumbik Shire Council**

**Minutes of the Policy and Services Committee Meeting held Tuesday 7 June 2016.  
The meeting commenced at 7pm.**

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**Councillors present:**

Cr Anika Van Hulsen	Bunjil Ward (Chairperson)
Cr Meralyn Klein	Blue Lake Ward
Cr Michael Young	Edendale Ward
Cr Peter Perkins	Ellis Ward
Cr Ken King	Sugarloaf Ward
Cr Bronnie Hattam	Swipers Gully Ward (Mayor)
Cr Helen Coleman	Wingrove Ward

**Officers in attendance:**

Stuart Burdack	Chief Executive Officer
Pauline Gordon	General Manager Community and Leisure
Andrew Port	General Manager Corporate Services
Ransce Salan	General Manager Environment and Planning
Conal Creedon	General Manager Infrastructure Services
Naomi Patton	Manager Leisure and Social Infrastructure
Chad Griffiths	Manager Strategic and Economic Planning
Rob Malignaggi	Acting Manager Finance

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**1. Welcome and apologies**

Nil apologies.

**2. Disclosure of conflicts of interest**

Nil

**3. Confirmation of minutes**

Confirmation of minutes of the Policy and Services Committee Meeting held on Tuesday 10 May 2016.

**Motion**

**Cr Ken King  
Cr Michael Young**

**That the minutes of the Policy and Services Committee Meeting held on Tuesday 10 May 2016 be confirmed.**

**CARRIED**

#### 4. Policy and Services reports

**PS.017/16      Special Rate renewal for Eltham Town – hearing of submissions**

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**File:**            75/40/019**Distribution:**    Public**Manager:**        Chad Griffiths, Manager Strategic and Economic Planning**Author:**          Darko Popovski, Coordinator Tourism and Business**Summary**

This report concerns the renewal of the Special Rate Scheme for Eltham Town, which will continue to improve the trading climate of the Eltham Town Village through the implementation of a series of business improvement and promotional activities. Over the past 5 years the scheme has been successful in funding advertising campaigns, a business directory, Traders News and events, including support for the annual Eltham Jazz Food and Wine Festival.

The current Special Rate scheme for Eltham Town expires on 30 June 2016. Following the receipt of a written request from the Eltham Chamber of Commerce and Industry (Chamber) to renew the Special Rate scheme to fund the marketing and promotion of the Eltham Town, Council at its Ordinary meeting on 22 March 2016 resolved to give notice of its intention to declare a Special Rate for that purpose.

In accordance with the requirements of the *Local Government Act 1989 (Act)* formal notification of the proposed Special Rate scheme was undertaken, with a public notice Attachment 2 published in the Diamond Valley Leader on 30 March 2016 and also by written notification being sent to the owners and occupiers of properties upon which the Special Rate would be levied.

In response to the above public notice, Council has received 12 submissions and objections, two in support of the Special Rate and 10 opposing the renewal of the Eltham Town Special Rate Attachment 1. A petition/survey has also been received in relation to this matter.

Eltham Chamber of Commerce and Industry has advised that it fully supports the Special Rate scheme renewal, as evidenced by the Chamber's formal request for its renewal, as reported to Council at its Ordinary meeting held on 22 March 2016.

This report recommends that Council receive and note the contents of the submissions in response to the formal process outlined above, and consider the matter of whether to declare, modify or abandon the Eltham Town Special Rate scheme at the Ordinary meeting of Council to be held on 21 June 2016.

**Speakers**

The following people addressed the Committee with respect to the item:

1. Stephen Woolway
2. Fee Seivers
3. John Scopus
4. Andrew Shephard
5. Judy Apostola
6. Rachael O'Connor-Horan

4. Policy and Services reports

PS.017/16 Special Rate renewal for Eltham Town – hearing of submissions

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**Motion**

Cr Michael Young

Cr Helen Coleman

That the Committee (acting under delegation from Council):

1. Receives and notes the contents of submissions and the survey/petition received in response to Council's formal notification of its intention to declare a Special Rate for marketing and promotion of Eltham Town.
2. In accordance with sections 223(1)(b) and (c) of the *Local Government Act 1989* presents a report to the Ordinary meeting of Council to be held on 21 June 2016, with the following recommendation:
  - a) That Council notes that 12 submissions (plus a petition/survey) were received and considered by the Policy and Services Committee on 7 June 2016, and;
  - b) That Council considers the matters contained in the submissions and the Committee's report when determining the Special Rate Scheme.

**CARRIED**

Cr Meralyn Klein called for a division:

For: Crs King, Coleman, Van Hulsen, Young and Hattam.

Against: Crs Klein and Perkins.

**4. Policy and Services reports****PS.018/16 Special Charge renewal for Hurstbridge Village – hearing of submissions****File: 15/70/033****Distribution: Public****Manager: Chad Griffiths, Manager Strategic and Economic Planning****Author: Darko Popovski, Coordinator Tourism and Business****Summary**

This report concerns the renewal of the Special Charge scheme for Hurstbridge, which will continue to improve the trading climate of the Hurstbridge Village through the implementation of a series of business improvement and promotional activities, such as those that occurred over the past 5 years and included marketing campaigns, business directory, newsletters and events, including support for the annual Wattle Tree Festival.

The current Special Charge scheme for Hurstbridge Village expires on 30 June 2016. Following the receipt of a written request from the Hurstbridge Traders Association (Association) to renew the Special Charge scheme to fund the marketing and promotion of the Hurstbridge Village precinct, Council at its Ordinary Meeting on 22 March 2016 resolved to give notice of its intention to declare a Special Charge scheme for that purpose.

In accordance with the requirements of the *Local Government Act 1989 (Act)* formal notification of the proposed Special Charge scheme was undertaken, with a public notice Attachment 1 published in the *Diamond Valley Leader* on 30 March 2016 and also by written notification being sent to the owners and occupiers of properties upon which the Special Charge would be levied.

In response to the above public notice, Council has received one formal objection opposing the renewal of the Hurstbridge Village precinct Special Charge scheme.

Hurstbridge Traders Association has advised that it fully supports the Special Charge scheme renewal, as evidenced by the Association's formal request for its renewal, as reported to Council at its Ordinary meeting held on 22 March 2016.

This report recommends that Council receive and note the contents of the submission in response to the formal process outlined above, and consider the matter of whether to declare, modify or abandon the Hurstbridge Village Special Charge scheme at the Ordinary meeting of Council to be held on 21 June 2016.

**Motion****Cr Michael Young****Cr Peter Perkins****That the Committee (acting under delegation from Council):**

- 1. Receives and notes the contents of the submission received in response to Council's formal notification of its intention to declare a Special Charge for marketing and promotion of Hurstbridge Village.**

4. Policy and Services reports

PS.018/16 Special Charge renewal for Hurstbridge Village – hearing of submissions

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2. In accordance with sections 223(1)(b) and (c) of the *Local Government Act 1989* presents a report to the Ordinary meeting of Council to be held on 21 June 2016, with the following recommendation:
- a) That Council notes that one submission was received and considered by the Policy and Services Committee on 7 June 2016.
  - b) That Council considers the matters contained in the submission and the Committee's report when determining the Special Charge scheme.

**CARRIED**

## 4. Policy and Services reports

PS.019/16 Consideration of submissions - draft Budget 2016-2017

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**File:** 20/25/001**Distribution:** Public**Manager:** Andrew Port, General Manager Corporate Services**Author:** Robert Malignaggi, Management Accountant

Vince Lombardi, Manager Finance

**Summary**

This report considers submissions received from the public regarding the draft Budget 2016-2017.

Council adopted the draft Budget 2016-2017 at the Ordinary Council meeting on 26 April 2016 for the purpose of community consultation. The draft Budget was exhibited for 28 days in line with statutory requirements. Seven submissions were received and are summarised in this report. Copies of each individual submission have been circulated to Councillors in a separate memo.

It is proposed that the Committee consider the submissions regarding the draft Budget 2016-2017 and that the matter then be considered by Council on 14 June 2016.

Based on the written submissions received, it is recommended that the Budget 2016-2017 remain unchanged.

**Speakers**

The following people addressed the Committee with respect to the item:

1. Helen Legg
2. Darren Callahan
3. Brian Murray on behalf of Nillumbik Ratepayers Association

<b>Motion</b>
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**Cr Ken King****Cr Michael Young****That the Committee (acting under delegation from Council):**

1. **Receives and notes the submissions received in respect of the draft Budget 2016-2017, in accordance with the sections 129 and 223 of the *Local Government Act 1989*.**
2. **Presents a report to the Special Council Meeting on 14 June 2016 in accordance with section 223(1)(c) of *Local Government Act 1989* with the following recommendation:**
  - a) **That Council notes that seven submissions were received on the draft Budget 2016-2017, and the submissions were considered and submitters were provided with the opportunity to be heard by the Policy and Services Committee on 7 June 2016.**
  - b) **That Council considers the matters contained in the submissions and the Committee's report during finalisation of the Budget.**

**CARRIED**



4. Policy and Services reports

**PS.020/16 Sport and Recreation Victoria Grant Funding 2017-2018 - Female Participation Strategies Category**

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**File: 20/35/044**

**Distribution: Public**

**Manager: Pauline Gordon, General Manager Community and Leisure**

**Author: Michelle DePasquale, Leisure Facilities Officer**

**Naomi Paton, Manager Leisure and Social Infrastructure**

**Summary**

This report provides background information previously unavailable and makes a further officer recommendation regarding the State Government 2017-2018 Community Sports Infrastructure Fund (CSIF) administered by Sport and Recreation Victoria (SRV) in the Female Participation Strategies category.

The project proposed for submission is consistent with council's strategies, and seeks to improve female sporting and recreation participation outcomes within the Shire by demonstrating a clear community benefit.

The report seeks council endorsement for the submission of the Nillumbik Inclusive Pavilion Plan in the Female Participation Strategies category. The proposal is the first stage of a two stage funding process, due to SRV by 8 June 2016.

Should the project proposal be successful then a full application is required by 31 August 2016.

The funding requested from State Government is \$21,000 reducing council's indicative allocation of \$35,000 by \$14,000 in the proposed 2017-2018 budget. This is in addition to Councils resolution on the 24 May 2016.

**Motion**

**Cr Helen Coleman**

**Cr Meralyn Klein**

**That the Committee (acting under delegation from Council):**

**1. Endorses the following project proposal for application to the Community Sports Infrastructure Fund:**

**a) Local Planning Category – Female Participation Strategies**

**i) Nillumbik Inclusive Pavilion Plan**

**2. Refers \$14,000 in matching funding for consideration in the 2017-2018 budget.**

**CARRIED**

4. Policy and Services reports

**PS.021/16 Playground Upgrade Works - Rotary Park Diamond Creek and Sheila and Gordon Reserve Hurstbridge**

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**File: 1516-79**

**Distribution: Public**

**Manager: Conal Creedon, General Manager Infrastructure Services**

**Author: Jake Hart, Project Management Officer**

**Summary**

The upgrade of Rotary Park Playground, Diamond Creek and Sheila and Gordon Reserve Playground, Hurstbridge has been identified in the playground upgrade schedule for the 2015-2016 and 2016-2017 financial years.

This report considers the awarding of a lump sum contract for the Playground Upgrade Works - Rotary Park Diamond Creek and Sheila and Gordon Reserve Hurstbridge. The contract involves the installation of new playground equipment, installation of soft fall rubber and landscaping works at both Rotary Park Diamond Creek and Sheila and Gordon Reserve Hurstbridge.

The tender evaluation panel has assessed all submissions and a separate confidential report outlines their evaluation in recommending the awarding of the contract for the Playground Upgrade Works – Rotary Park Diamond Creek and Sheila and Gordon Reserve Hurstbridge.

Pursuant to the Instrument of Delegation to the Chief Executive Officer the value of this contract exceeds the specified financial limits and a Council resolution is therefore required to award the contract.

**Motion**

**Cr Peter Perkins**

**Cr Ken King**

**That the Committee (acting under delegation from Council):**

- 1. Notes the report.**
- 2. Makes public the decision regarding this contract but the tender evaluation remain confidential.**

**CARRIED**

**5. Supplementary and urgent business**

A confidential supplementary and urgent item arose since the agenda was distributed and is presented for inclusion in the meeting. In accordance with clause 6.15 of the Meeting Procedure Local Law it may be admitted at the discretion of the Chairperson. The item concerns legal advice obtained following a request for a rescission motion and is declared confidential under section 89(2)(f) Legal Advice of the *Local Government Act 1989*.

The Chairperson, Cr Anika Van Hulsen allowed this item.

**6. Confidential reports**

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

<b>Motion</b>
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**Cr Ken King**  
**Cr Bronnie Hattam**

**That Council closes the meeting to the public pursuant to section 89(2) of the *Local Government Act 1989* to consider the following items, which are confidential for the reasons indicated:**

<b>Report No.</b>	<b>Title</b>	<b>Reason for confidentiality</b>
PS.022/16	Playground Upgrade Works - Rotary Park Diamond Creek and Sheila and Gordon Reserve Hurstbridge	(d) contractual matters
PS.023/16	Legal Advice – Request for Rescission Motion	(f) legal advice

**CARRIED**

The Committee meeting closed to the public at 8.51pm.

Cr Michael Young left the meeting at 8:51pm and returned at 8.52pm.