



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

MONDAY, 5 DECEMBER 2016

7.00 PM

SUNBURY COUNCIL CHAMBER

OUR VISION:

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

HUME CITY COUNCIL

**Notice of an
ORDINARY COUNCIL MEETING OF THE HUME CITY COUNCIL**
to be held on Monday, 5 December 2016
at 7.00 PM
at the Sunbury Council Chamber

To: a: Council	Cr Drew Jessop Cr Ann Potter Cr Joseph Haweil Cr Jodi Jackson Cr Carly Moore Cr Leigh Johnson Cr Jack Medcraft Cr Naim Kurt Cr Geoff Porter Cr Karen Sherry Cr Jana Taylor	Mayor Deputy Mayor
b: Officers	Mr Domenic Isola Mr Peter Waite Mr Daryl Whitfort Ms Margarita Caddick Mr Kelvin Walsh 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

ORDER OF BUSINESS

1. PRAYER

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

Amen

2. APOLOGIES

3. DISCLOSURE OF INTEREST

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

4. ASSEMBLIES OF COUNCIL

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

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

5. CONFIRMATION OF COUNCIL MINUTES

Minutes of the Ordinary Council Meeting of 17 October 2016, Special Council Meeting of 7 November 2016 and the Ordinary Council (Town Planning) Meeting of 21 November 2016, including Confidential Minutes.

RECOMMENDATION:

THAT the Minutes of the Ordinary Council Meeting of 17 October 2016, Special Council Meeting of 7 November 2016 and the Ordinary Council (Town Planning) Meeting of 21 November 2016, including Confidential Minutes, be confirmed.

6. RECEIPT OF COUNCIL AND COMMUNITY COMMITTEE MINUTES AND RECOMMENDATIONS TO COUNCIL TO BE ADOPTED**6.1 Unconfirmed Minutes of the Gladstone Park Community Centre Committee of Management General Meeting held on 18 October 2016****6.1.1 COMMITTEE RESOLUTIONS:**

- (a) That it be recommended to Council that accounts outlined in the Treasurer's report, Balance Sheet, Profit and Loss. Ageing report and Room hire by customer be accepted.
- (b) That the Gladstone Park Community Centre (GPCC) Committee of Management consider the installation of LED lighting at the Centre, at a cost of approximately \$15,500, to be of greater benefit and a higher priority over the installation of Solar panels.
- (c) That the GPCC Committee of Management approve 100% (\$15,500) of LED lighting costs, to be paid from GPCC existing account.
- (d) That the GPCC Committee seek Council approval to withdraw approximately \$15,500 (with the final figure to be confirmed upon signing with the provider) from the Gladstone Park Community Centre Committee of Management account to cover the total cost of installation of LED lighting at the Gladstone Park Community Centre.
- (e) That at the commencement of Council's Solar Scoping project, the GPCC Committee of Management submit an Expression of Interest as a candidate to receive funding support from Council towards the installation of Solar panels at the Centre.
- (f) That the GPCC Committee investigate the process of getting a mural painted on the basketball court walls.
- (g) That the Committee write to Cr Helen Patsikatheodorou to thank her for all the support she has given the Committee during her time as a Councillor for our location.
- (h) That the Committee write to Tonya Owen for her support to the Committee during her time as Council representative.

6.1.2 OFFICER'S COMMENTS:

- (a) Council officers from the Community Facilities and Learning Programs Department attended the meeting of the Committee to advise of their new role as Council representatives for the Committee following Council's recent restructure. Management of community facilities has transferred to the Community Facilities and Learning Programs Department from the Leisure Department, and the Committee wishes to thank Council Officer Tonya Owen for her support to the Committee during her time as the Council representative from the Leisure Department.

- (b) Former Councillor and Mayor, Helen Patsikatheodorou (who did not contest the October 2016 Hume City Council Election), was an active supporter of the Committee during her time on Council, and the Committee wishes to also acknowledge her contribution.
- (c) The Committee has been working with Council's Sustainable Environment Department to investigate sustainable energy options for reducing energy costs at the Centre. The investigation focused on the option of installing solar panels, and alternatively, on the installation of LED lighting throughout the Centre. On recommendation from Council officers the Committee has chosen to install LED lighting at the Centre, to be funded entirely from the Committee's expenses account.
- (d) Officers from Council's Sustainable Environment Department have advised that they will be conducting an Expression of Interest process in March 2017 to determine the suitability of Council facilities to receive installation of solar panels. The Committee will participate in this process once it commences.
- (e) The Committee has requested that Council investigate the process of getting a mural painted on the internal brick walls of the basketball court to liven the stadium area.

6.1.3 RECOMMENDATION:

- (a) **That the Unconfirmed Minutes of the Gladstone Park Community Centre Committee of Management General Meeting held on 18 October 2016 be noted.**
- (b) **That Council notes and approves the Committee's decision to install LED lighting at the Centre, and approves the Committee's request to withdraw approximately \$15,500 (with the final figure to be confirmed upon signing with the provider) from the Gladstone Park Community Centre Committee of Management bank account to cover the total cost of the lighting project.**
- (c) **That Council Officers work with the Committee to investigate the viability of, and process for getting a mural painted on the basketball court walls.**
- (d) **That Council notes the support provided to the Committee by former Councillor and Mayor, Helen Patsikatheodorou, during her time on Council.**

6.2 Unconfirmed Minutes of the Campbellfield Community Centre Committee of Management General Meeting held on 10 November 2016

6.2.1 COMMITTEE RESOLUTIONS:

- (a) That the Treasurer's report be noted.
- (b) That the following maintenance requests be investigated:
 - The height of the fence at the rear of the hall opposite the craft area (near the enclosure of the water tank) be extended for security reasons.
 - That Council investigate the possibility of installing sensor flood lights to deter vandals.
 - There is a need for a larger sign stating the time the gates are going to be locked.
 - Whether the flood lights in Cambridge Way which are on 24 hours are billed to the Centre. They need to be on a timer so as to reduce the use of unnecessary power.
- (c) Committee to look into various ways to promote the Centre targeting youth groups in particular so that it is utilized more and thus reducing vandalism.

- (d) The Committee requests Council approves \$450 towards the Committee's Christmas break up which will be held on Saturday 3rd December.
- (e) The Committee of Management would like to express their sincere thanks for the commitment and dedication Victor Dougall has shown in the past twenty years as a member and chairperson of this group. It is with regret that the Committee accepts his resignation and the members wish him good health and success in his retirement.

6.2.2 OFFICER'S COMMENTS:

- (a) Council officers from the Community Facilities and Learning Programs Department attended the meeting of the Committee to advise of their new role as Council representatives for the Committee following Council's recent restructure. Management of community facilities has transferred to the Community Facilities and Learning Programs Department from the Leisure Department.
- (b) The Committee's maintenance requests have been raised in Council's Customer Request Management System (as a **Merit**) and the Committee will be notified of the outcome.
- (c) The Committee has requested Council approval to spend \$450 on an end-of-year Christmas function for committee members. Gavan O'Keefe, Manager Governance, under delegated authority from Council, approved the expenditure of committee funds for this purpose to ensure approval was provided prior to the Committee's function.
- (d) Former Councillor, Victor Dougall (who did not contest the October 2016 Hume City Council Election), has been a member of the Campbellfield Community Centre Committee of Management for over 20 years and has held the role of Committee Chairperson for a significant portion of this time. Mr Dougall advised the Committee that he is retiring, effective immediately, and thanked the Committee for their ongoing efforts in managing the Centre. The Committee's Annual General Meeting is to be held on 16 February 2017, at which time they will need to conduct the election of Chairperson and office bearers for the committee.

6.2.3 RECOMMENDATION:

- (a) **That the Unconfirmed Minutes of the Campbellfield Community Centre Committee of Management General Meeting held on 10 November 2016 be noted.**
- (b) **That the Committee of Management be advised of the progress and outcome of the maintenance requests which have been raised in Council's Customer Request Management System (Merit).**
- (c) **That Council notes the Manager Governance's approval of the Committee's request to spend up to \$450 to pay for a Christmas dinner for committee members.**
- (d) **That Council notes the retirement of Mr Victor Dougall from the Committee and invites Mr Dougall to attend an upcoming Council Meeting where his valuable contribution to the Committee over the past 20 years will be acknowledged.**

6.3 Unconfirmed Minutes of the Westmeadows Hall Committee of Management General Meeting held on 20 October 2016

6.3.1 COMMITTEE RESOLUTIONS:

- (a) That the following maintenance items be noted:
 - Tree limbs falling in parking area
 - Interior staircase balustrade is loose and dangerous.

6.3.2 OFFICER'S COMMENTS:

- (a) Council officers from the Community Facilities and Learning Programs Department attended the meeting of the Committee to advise of their new role as Council representatives for the Committee following Council's recent restructure. Management of community facilities has transferred to the Community Facilities and Learning Programs Department from the Leisure Department.
- (b) The Committee's maintenance requests will be raised in Council's Customer Request Management System (Merit) and the Committee will be notified of the outcome.
- (c) The Committee resolved at its meeting of 21 July 2017 to install a seat and/or drinking fountain with a plaque to honour the early settlers of Westmeadows in the front footpath area of the Hall. Following Council adoption of these minutes, the Committee was requested to submit a written proposal for Council consideration detailing the design, location and purpose of the memorial seat or drinking fountain (with accompanying plaque) which they are proposing. The Committee has now submitted its proposal, which has been circulated separately with the minutes of the committee meeting of 20 October 2016. The proposal also includes a request to have a canopy or cover built over the outside door into the kitchen at the top of the steps, to be paid for by the Committee.

6.3.3 RECOMMENDATION:

- (a) **THAT the Unconfirmed Minutes of the Westmeadows Hall Committee of Management General Meeting held on 20 October 2016 be noted.**
- (b) **That the Committee's maintenance requests be referred to the Coordinator Community Facilities and Learning Programs for action.**
- (c) **That the Committee's proposal for the installation of a memorial seat or drinking fountain be referred to the Parks Asset Management Department for investigation.**
- (d) **That the Committee's request for a canopy or cover to be built over the kitchen door (to be funded by the Committee), be referred to the Capital Works and Building Maintenance Department for investigation.**

6.4 Unconfirmed Minutes of the Tullamarine Hall Committee of Management meeting held on 26 October 2016**6.4.1 COMMITTEE RESOLUTIONS:**

- (a) The Tullamarine Hall Committee of Management (the Committee) adopted the following items for Council attention:
 - Painting of Hall – Letter written to the Chief Executive Officer;
 - Regrout brickwork – post support.
- (b) The Committee adopted the following maintenance report:
 - Attempting to arrange a date for hall floor to be stripped and resealed in January 2017 as there are no bookings in January 2017;
 - One heater in Hall not operable.

6.4.2 OFFICER'S COMMENTS:

- (a) Council officers from the Community Facilities and Learning Programs Department attended the meeting of the Committee to advise of their new role as Council representatives for the Committee following Council's recent restructure. Management of community facilities has transferred to the Community Facilities and Learning Programs Department from the Leisure Department.

(b) **Maintenance Items**

The Committee has not elaborated on or specified its requirement regarding the item "RegROUT brickwork – post support". Council's Coordinator Community Facilities and Learning Programs will work with the Committee to establish the specific requirements of the maintenance item and raise this in Council's Customer Request Management System (**Merit**).

The exterior of the Hall is scheduled to be painted as part of Council's facility maintenance program. The Committee has requested that the Hall be painted a different colour. This request was raised in Merit on 14 September 2016 and has been allocated to officers for action. Council's Coordinator Community Facilities and Learning Programs will meet with the Committee to discuss its concerns.

The broken heater has also been raised in Merit and allocated to officers for action.

The Committee's request for the stripping and resealing of the floor will be referred to Council's Building Maintenance department for discussion with the Committee.

6.4.3 RECOMMENDATION:

- 3.1 That the Unconfirmed Minutes of the Tullamarine Hall Committee of Management meeting held on 26 October 2016 be noted.**
- 3.2 That the Committee's request for:**
- 3.2.1 The stripping and resealing of the floor be referred to Council's Building Maintenance department for discussion with the Committee;**
- 3.2.2 RegROUT Brickwork – post support, be referred to Council's Coordinator Community Facilities and Learning Programs for discussion with the Committee.**

7. PRESENTATION OF AWARDS

- 7.1 Resident of the Month - Mr Ron Smith**
(Nominated by Cr Ann Potter)

8. NOTICES OF MOTION

Nil

9. PUBLIC QUESTION TIME

10. OFFICER'S REPORTS

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

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11. PETITIONS AND JOINT LETTERS

- PJL265 Petition to Council objecting to Planning Permit P19779: Use and development of land for the purpose of a bin hire/material recycling/transfer station at 22 Ari Drive, Campbellfield**

A petition has been received containing 9 signatures, objecting to Planning Permit P19779: Use and development of land for the purpose of a bin hire/material recycling/transfer station at 22 Ari Drive, Campbellfield.

RECOMMENDATION:

That the Petition be received, circulated to Councillors, and the first named signatory of the Petition be advised that the matter has been referred to the Manager Statutory Planning and Building Control for consideration in the assessment of Planning Permit P19779.

12. DEPUTATIONS**13. URGENT BUSINESS****14. DELEGATES REPORTS**

- DEL064 AUSTRALIAN MAYORAL AVIATION COUNCIL (AMAC) EXECUTIVE MEETING - 19 NOVEMBER 2016**
Councillor Jack Medcraft

15. GENERAL BUSINESS

16. CONFIDENTIAL MATTERS

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

RECOMMENDATION:

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

Report No.	Title	Reason for Confidential
COSU59	Contract Matter	(d) contractual matters
COSU60	Contract Matter	(d) contractual matters
COSU61	Contract Matter	(d) contractual matters
COGE107	Assembly of Councillors	(h) any other matter which the Council or special committee considers would prejudice the Council or any person
COGE108	Rates Report	(h) any other matter which the Council or special committee considers would prejudice the Council or any person
COGE109	Capital Works Report	(d) contractual matters
COGE110	Legal Advice	(f) matters relating to legal advice

17. CLOSURE OF MEETING

**DOMENIC ISOLA
CHIEF EXECUTIVE OFFICER**

1/12/2016

REPORT NO:	HE047
REPORT TITLE:	Sports Aid Grants - December 2016
SOURCE:	Bruce Fordham, Manager Leisure Centres and Sports
DIVISION:	Corporate Services
FILE NO:	HCC07/110
POLICY:	-
STRATEGIC OBJECTIVE:	2.1 Foster a community which is active and healthy.
ATTACHMENT:	1. <i>Sports Aid Grants - Guidelines</i>

1. SUMMARY OF REPORT:

It is proposed that Council award five individual Hume City Council Sports Aid Grants to the recipients listed in this report. It is proposed that a presentation of the Sports Aid Grants will be made at the Council meeting to be held on 12 December 2016.

2. RECOMMENDATION:

That Council award the following individuals a Hume City Council Sports Aid Grant:

Name	Sport	Travel Category	Amount
Faith Jennifer Vili	Touch Football	Local (re-categorised)	\$150
Neh Maria Sibi	Tennis	Local	\$150
Ann Maria Sibi	Tennis	Local	\$150
Petalina Atoa	Touch Football	Local (re-categorised)	\$150
Ethan Wellby	Touch Football	Interstate	\$400

3. LEGISLATIVE POWERS:

Not applicable to this report.

4. FINANCIAL IMPLICATIONS:

4.1 The funding of \$1,000 for the Sports Aid Grants - December is allocated from the 2016/2017 Leisure Services Department recurrent operating budget.

4.2 A total of \$21,000 has been allocated to the 2016/17 Sports Aid Grants program. The proposed grants fall within the budget allocated for this program.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

There are no considerations that impact on the environmental sustainability as a result of this report.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

There are no considerations that impact on climate change adaptation as a result of this report.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

There are no considerations that impact on Human Rights as a result of this report.

8. COMMUNITY CONSULTATION:

The Sports Aid Grants are advertised on Council's Web site and also through information provided to sports clubs across the city. An information brochure advertising the program was sent to all sporting clubs and schools in Hume.

REPORT NO: HE047 (cont.)

9. DISCUSSION:

- 9.1 All applicants approved for a Sports Aid Grant met eligibility criteria as detailed in the Sports Aid Grant Program Application Guidelines (Attachment 1).
- 9.2 Two applicants were re-categorised from an interstate grant to a local grant as they had already received a Sports Aid Grant under the interstate category in a previous funding round.
- 9.3 Two applications received were not eligible for a Sports Aid Grant under Section 3 of the application guidelines.

3: What will not be funded:

3.1 Tours and competitions that are friendship/exposure competitions. Including international and interstate tours organised by schools and private tour groups.

Sport	Travel Category	Event
Cricket	International	Shaun Brown VSDCA Cricket UK Tour
Futsal	International	Singa Cup Soccer Tournament - Singapore

10. CONCLUSION:

It is proposed that the Sports Aid Grants will be presented to recipients at the beginning of the Council Meeting scheduled for Monday 12 December 2016.

ATTACHMENT ONE



APPLICATION GUIDELINES AND INFORMATION

The Sports Aid Grant Program is designed to encourage high achievement and excellence in sport by financially supporting young Hume athletes with the expenses associated with attending representative level sporting events.

1. Objectives:

- 1.1. To provide individuals with support and encouragement that will help them to develop to their full potential within their chosen sport.
- 1.2. To provide financial assistance to individuals to assist with the costs associated with attending representative level sporting events.
- 1.3. To encourage greater participation in sport by promoting positive role models to the community.

2. What will be funded:

- 2.1. Competition and tournament entry fees.
- 2.2. Travel and accommodation costs associated with event participation.
- 2.3. Other costs associated with participation in the competition/tournament may be considered.

3. What will not be funded:

- 3.1. Tours and competitions that are friendship/exposure competitions. Including international and interstate tours organised by schools and private tour groups.
- 3.2. Participation in tournaments that are not recognised by the relevant National or State Sporting organisation as a part of their athlete development pathway.
- 3.3. Any tournaments or competitions where the participants are not selected based on merit with a fair and transparent selection process available to all residents.
- 3.4. Expenses associated with the travel costs of accompanying family members.

4. Eligibility Criteria:

- 4.1. Applicants must be permanent residents of the City of Hume (evidence of residential address is required at the time of application).
- 4.2. Applicants must be under 21 years of age at the time of application.
- 4.3. Applications must be received seven days prior to the event taking place. Late applications will not be considered.
- 4.4. Applicants must be competing in a sporting event that is competitive in nature and has a set of rules and a code of conduct.
- 4.5. Applicants must be competing in a sport that has a recognised National Sporting Organisation as assessed by the Australian Sports Commission. This includes Disability Sports Organisations.
- 4.6. Applicants must provide a letter of support verifying their selection from the relevant accredited National or State sporting association. Applications at a regional level may provide a letter from their local club. School Sport Australia and School Sport Victoria events are eligible for funding.
- 4.7. Applicants can apply for one category of funding per application.
- 4.8. Athletes will be funded by Council only once in each category.
- 4.9. Applicants agree to supply evidence as requested by Council within 30 days following the event/competition. Evidence can be provided in the form of photos, media articles, printed results, receipts or a letter from the relevant Governing Body. Applicants should also provide a signed Hume City Council Photo Release Form to allow promotion of the program and results in Hume City Council publications, media releases and other resources.



5. Funding Available:

National Representation with International Travel - Maximum grant \$750

Example: An athlete representing Australia, a State Association, or Club at an endorsed international event that is a part of a recognised development pathway.

State Representation with Interstate Travel - Maximum grant \$400

Example: A member of the Victorian State under 16 Soccer Team competing at the national championships in Brisbane.

Regional Representation - Maximum grant \$150

Example: Member of the Broadmeadows Broncos representative basketball team competing at a State level competition within Victoria.

In cases where several Hume residents have applied for funding for the same sport, Hume City Council reserves the right to cap total funding for that sport at \$2000 for the financial year.

6. Celebration Evening

A Celebration Evening will be arranged once per year to celebrate the achievements of Sports Aid Grant recipients. Attendance at this event is COMPULSORY for all successful applicants.

7. Closing Dates:

Applications are open throughout the year until allocated funding is exhausted.

Applications must be submitted seven days prior to the event taking place.

Once allocated funding is exhausted the program will be closed until the next financial year.

8. Application Procedure:

The Sports Aid Grants are administered by Hume City Council as follows:

- 8.1. Applicants must read the Guidelines thoroughly;
- 8.2. Applicants must complete and return the Grant Application form and required documents at least seven days prior to the event taking place.
- 8.3. Applications will be assessed by Council Officers. The selection panel will, where necessary, consult with the applicants club, coach or sporting association.
- 8.4. All applicants will receive notification of the outcome in writing within 28 days of receipt of their application.
- 8.5. Applicants that receive a Sports Aid Grant and do not attend their event must return the grant in full.

FURTHER INFORMATION

Hume City Council
Sport Development & Inclusion Officer
Ph: 9205 2510 Email: leisure@hume.vic.gov.au

REPORT NO:	HE048
REPORT TITLE:	Greenvale Recreation Reserve Master Plan
SOURCE:	Bruce Fordham, Manager Leisure Centres and Sports
DIVISION:	Corporate Services
FILE NO:	898/011734
POLICY:	Hume Leisure Strategy
STRATEGIC OBJECTIVE:	2.1 Foster a community which is active and healthy.
ATTACHMENTS:	1. <i>Greenvale Recreation Reserve Master Plan</i> 2. <i>Greenvale Recreation Reserve Project Plan</i>

1. SUMMARY OF REPORT:

- 1.1 The Greenvale Recreation Reserve Master Plan (Plan), Attachment 1 and 2 has been prepared to guide Council's development of the Reserve located on Section Road, Greenvale. The reserve is over 60 ha in size and is one of the most active sports reserves in Hume City.
- 1.2 This Plan focuses on the provision of the sport, recreation and leisure activities at the reserve. The Plan has been developed to help guide Council's, development of a range of facilities, both active and passive at the reserve.
- 1.3 The Plan will be subject to community input from resident sporting clubs based at the site and nearby residents. Input has been provided to date from the football, cricket, equestrian and tennis clubs.
- 1.4 It is proposed to place the Plan on public exhibition for a eight week period following the endorsement of the Plan by Council.

2. RECOMMENDATION:

- 2.1 **That Council endorse the Master Plan for Greenvale Recreation Reserve and seek public feedback for a period of eight weeks from 12 December 2016 to 8 February 2017.**
- 2.2 **That a further report be presented to Council for consideration following the period of consultation.**

3. LEGISLATIVE POWERS:

The provision of leisure services is a function specified in accordance with the Local Government Act 1989.

4. FINANCIAL IMPLICATIONS:

- 4.1 The adoption of the Greenvale Recreation Reserve Master Plan will direct Council's prioritisation and required funding for the development and delivery of improvements at this regional level reserve. The following proposed projects and the costings are based on November 2016 estimates.

- 4.2 Cost Plan for works:

Items	Estimated funds required \$
1 Granitic path network within the reserve x 1,120 metres length of path x 2.5 width.	140,000
2 Seal and expand car parking x 52 places at tennis pavilion and upgrade of tennis pavilion entry x 50 sq metres	250,000 (car parking) 165,000 (building)
3 Construction of second storey extension to the main pavilion. Works committed in the 2016/16 and 2016/17 financial years.	1,782,511+

REPORT NO: HE048 (cont.)

Items		Estimated funds required \$
4	Investigate removal of existing community centre building and replace with 155 new car parking spaces	Further investigation required for this proposal
5	New bbq and picnic area and 'district' play space	650,000
6	Establish formal entry to the reserve with landscaping, gates and signage	84,500
7	Upgrade plantings in fenced conservation zone	35,000
8	Construct 2 nd oval pavilion, including changerooms, canteen, public toilet and external storage (committed in 2016/17 and 2017/18) = 550 sq metres	1,500,000+
9	New sealed car park at new entry point to the reserve (185 places)	925,000
10	Install floodlights (x2) to the western side of Oval 2 (100 Lux)	160,000
11	Provision of two additional turf wickets for Oval 2	32,000
12	Undertake revegetation and planting across the reserve (range of locations on plan)	45,500
13	Possible Melbourne Water retarding basin site	No cost
14	New sand menage	60,000
15	Construct change rooms to meet requirements for the equestrian site users that includes a small kitchen, toilets, meeting area and offices. (350 sq metres)	1,050,000
16	New car parking in equestrian area = 60 car spaces and 70 car and horse float	600,000
17	Alignment of the Grade 1 cross country course	No cost
18	Investigate the closure of Providence Road to through traffic	No cost subject to Traffic Department review
Total:		4,197,000

+ Funds already committed for these projects and not included in total above.

4.3 Details and plans of the Greenvale Recreation Reserve and proposed works are included in Attachment 2 of this report. The project costs do not include any grants or funding contributions that may be obtained to reduce the net cost of Council of these projects.

4.4 Costings are estimates only and have been reviewed by Council's Capital Works Department.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

5.1 Developing new upgraded facilities at Greenvale Recreation Reserve will address best practice in environmental sustainability design principles.

5.2 Further reporting and investigation may be required as a result of Environmental and Heritage Legislation (State and Federal) that may impact on this site.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

6.1 Recommendations in the Plan take into consideration Council's environmental sustainability responsibilities and seek outcomes to reduce or minimise Council's carbon emissions and subsequent impact on climate change.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

7.1 The Hume City Council Leisure Strategy 2013-2018 principles and recommendations make a strong commitment towards achieving social justice outcomes.

7.2 Participation in leisure to achieve outcomes, such as health and wellbeing, social connection and community capacity building are behind many of the directions and actions proposed in the Plan.

REPORT NO: HE048 (cont.)

8. COMMUNITY CONSULTATION:

- 8.1 The process to date in the preparation of this plan has been to meet with and review submissions received from tenant clubs at the Greenvale Recreation Reserve and also to respond to resident concerns raised over a period of time (planning for this project has been over a number of years and has unable to be finalised until now as a result of proposed civil works that may have impacted the site and subsequent works).
- 8.2 It is proposed that following consideration of the Plan that the following stakeholder groups will be consulted further:
- Reserve User Groups:
 - Greenvale Football Club – Essendon District Football League – 11 teams and 275 members.
 - Greenvale Cricket Club – Victorian Turf Cricket Association, North West Cricket Association – 15 teams and 151 members.
 - Greenvale Kangaroos Cricket Club – Victorian Cricket Premier League – 4 teams and 65 members
 - Greenvale Tennis Club – 130 members, does not include cardio tennis users and hotshots participants.
 - Clubs linked to the Equestrian site include the following: Bulla Adult Riding Club, Avenal Horse Trials, Tullamarine Pony Club and the Oaklands Horse Carriage Club.
 - Other Stakeholders
 - Roxvale Calisthenics Group
 - Greenvale Sport & Game Fishing Club
 - Hume City Council staff with a planning, management and maintenance responsibility at the reserve
 - Greenvale residents – normal consultation radius (letter box drop) for this type of master planning project is 500 walkable metres. Due to the geography of the area it is proposed that the consultation will extend further into the eastern side of Mickleham Road due to the limited residences located to the west of the reserve.

9. DISCUSSION:

- 9.1 The Plan has been developed to help guide Council's future development of the amenity of the reserve, especially the areas dedicated to sporting infrastructure at Greenvale Recreation Reserve.
- 9.2 An initial Greenvale Recreation Reserve Master Plan was adopted in March 1998 with a number of the recommendations being implemented to meet the growing demand of the suburb.
- 9.3 The new Plan seeks to identify and address key challenges facing the tenant clubs as well as the addressing the aspirations of surrounding residents.
- 9.4 The Plan makes recommendations in relation to a number of initiatives at the reserve. The main issues and the resultant recommendations are detailed below:
- 9.4.1 Pavilion/s
- (a) Works are committed to the extension of Pavilion 1 and the construction of Pavilion 2 in the 2015/16/17/18 financial years. It is proposed that consideration be given to the construction of a small facility to support the activities of the equestrian site, which currently has no amenities.

REPORT NO: HE048 (cont.)

- (b) It is also proposed that works be carried out to the tennis club pavilion to upgrade and expand the entry area of the pavilion.

9.4.2 Car parking

Consultation by Council has revealed the following issues:

- (a) A need to create a new formal entry point to the reserve.
- (b) Formalise the car parking located at the tennis club area.
- (c) Investigate the long term viability of the existing community centre and consider additional car parking if this is no longer required.

9.4.3 Equestrian site

- (a) Provision of new car parking and horse float parking on site.
- (b) Investigate the possible closure of Providence Road to through traffic.

9.4.4 Landscaping

Upgrade the landscaping around the reserve to ensure vegetation is maintained and enhanced.

9.4.5 Pedestrian circulation

Opportunity to strengthen pedestrian links around the site with a pathway that can be used for passive and active recreational opportunities. Currently there are no formed paths around the site.

9.4.6 Lighting

Provide two additional poles and lamps to 100 lux on the western side of the second oval.

9.4.7 Other projects

The Premier League Cricket Club requires two additional pitches on Oval 2 to meet all cricket obligations for the season. With the increase in women's teams additional turf wickets are required to ensure the turf table is able to be maintained for the season.

9.4.8 Other works

A number of projects have been identified by the clubs at the reserve but are not currently supported through the life of this plan. It is anticipated the needs and demand for this reserve will continue to expand over the next 10-15 years when additional amenities may be required to meet this demand.

10. CONCLUSION:

- 10.1 The provision of quality sporting opportunities and fit-for-purpose facilities contributes to the liveability of a local area, the health and wellbeing of individuals and the quality of life of the whole community.
- 10.2 The Greenvale Recreation Reserve Master Plan provides a detailed analysis of the issues confronting the current users of the reserve. The Plan attempts to provide Council with clear advice when responding to stakeholders' aspirations.
- 10.3 It is now proposed to place the draft plan on public exhibition for a eight week period. Following the exhibition period officers will report back to Council on the feedback received from the community and key stakeholders and present the final plan for Council's consideration.

Attachment 1



HUME CITY COUNCIL **GREENVALE RECREATION RESERVE MASTER PLAN**

Draft December 2016



1. INTRODUCTION

1.1 Greenvale Recreation Reserve

Greenvale Recreation Reserve is the largest and most diverse sporting and recreation open space area servicing the Greenvale community. Sporting facilities include three sports ovals, five cricket practice nets (synthetic), a turf practice wicket area, nine tennis courts, three equestrian sand arenas and an equestrian cross country course. Other facilities include a community hall, a playground, and two pavilion/clubroom buildings (football/cricket and tennis) and other associated sporting infrastructure. A fenced conservation reserve and other grassy woodland areas make up the balance of the reserve and the available open space areas.

The reserve is located on the southwest corner of Somerton Road and Section Road in Greenvale. It comprises three land parcels, with the two largest parcels bounded by Somerton Road, Section Road and Providence Road. A third smaller parcel is located on the east side of Section Road, adjacent to the 'dog-leg' in the road. The reserve is situated approximately 1km west of the main residential area of Greenvale, adjoining Woodlands Historic Park to the south and west.

Greenvale Recreation Reserve is a Crown land reserve totaling 60.8 hectares in area. The reserve is managed by Hume City Council as the Committee of Management, through delegation by the State of Victoria.

1.2 Greenvale – a changing suburb

The State Government, in conjunction with Hume City Council, is currently undertaking significant strategic planning for the growth and development of the suburb of Greenvale. Three precinct structure plans, namely Greenvale North, West and Central focusing on the new residential areas within Greenvale have been adopted. Collectively, the structure plans allow for an additional 15,000 people to reside in Greenvale, with much of the new residential development planned in areas north and west of the current established area of Greenvale. By 2036, it is estimated that Greenvale will have a population of more than 26,000 people.

The existing sporting facilities at Greenvale Recreation Reserve and its capacity to accommodate additional sporting and recreation facilities have been considered in the planning for open space and other community infrastructure within the three structure plans. Whilst there are some sports fields and an indoor sports court currently available in Greenvale, these facilities and those that currently exist at Greenvale Recreation Reserve have been assessed as not being sufficient to meet the sporting needs of the projected future population of Greenvale.

A key to the future planning for Greenvale is the aspiration to ensure that effective on-road and off-road links are established to Greenvale Recreation Reserve from the existing and future new residential areas, given the strategic importance of the reserve as a destination for residents to engage in active and passive recreation pursuits.

2. SUMMARY OF MASTER PLAN DIRECTIONS

The draft *Greenvale Recreation Reserve Master Plan* has been developed after consideration and analysis of the information collected during the study from the following sources:

- Site analysis and research.
- Directions outlined in research and planning reports pertaining to the reserve and its surrounds, including the three Greenvale precinct structure plans.
- Consultation with the regular user groups based at the reserve, local residents and community groups.
- Assessment of various options and scenarios to improve and upgrade the reserve.

2.1 Vision for Greenvale Recreation Reserve

Greenvale Recreation Reserve will:

- Have a strong rural character and landscape setting, with additional indigenous trees and shrubs complementing existing remnant vegetation and providing shade and shelter.
- Provide a balance of opportunities for sporting activities, informal recreation, nature-based activities and community events.
- Have facilities which maximize opportunities for multi-use and co-location, which support and encourage a diversity of activities and uses.
- Be capable of hosting major sporting and community events to supplement the regular use of the reserve by local sporting clubs, which will further enhance its value and role within Greenvale and Hume City.
- Be effectively and sustainably managed by Council, sporting clubs and other community groups working cooperatively and in partnership.

2.2 Guiding Principles

The following principles shall guide the future planning, design and management of Greenvale Recreation Reserve. The principles emphasise the importance of sustainable and effective management, appropriate access, diversity of sporting and informal recreation experiences, quality of settings and conservation of natural and cultural values.

2.2.1 Planning, Management and Maintenance

- Use this master plan to guide the future development and management of the reserve for the next four years.
- Ensure adequate resources and clear accountability within Council (and user groups) for all aspects of reserve development and management.
- Support involvement of the community in the planning, development and care of the reserve.
- Aim for shared use of sporting and recreation facilities that are carefully sited and integrated with the rural setting.

2.2.2 Sustainability and Conservation

- Ensure the development and management of the reserve is sustainable, by minimizing the use of energy, water and non-renewable resources where feasible.
- Protect the natural and heritage values of the reserve, by undertaking specific management activities, limiting inappropriate access and non - approved recreational uses.

- Use indigenous plant species in planting programs to preserve and strengthen existing areas of remnant vegetation, improve wildlife habitat and minimize maintenance requirements.
- Enhance the appearance of the reserve, by actively manage existing vegetation and supplementing it with additional plantings.

2.2.3 Access, Use and Equity

- Provide for safe and enjoyable use.
- Continue to provide for football, cricket, tennis, equestrian sports and encourage additional compatible activities, as need and demand arises.
- Cater for the whole community, including sporting and non-sporting users, older adults and people with reduced mobility.
- Improve entry points and vehicle access to and within the reserve.
- Improve pedestrian and cycling access to and within the reserve.
- Promote appropriate increased use of the reserve, including regional sporting events and large-scale community activities.

2.3 Key Objectives

The following broad objectives were developed to underpin the master plan.

1. Ensure effective, safe and sustainable management.
2. Progressively improve access, facilities and services.
3. Enhance the appearance of the reserve and protect its natural and heritage values.

3 Greenvale Demographic Profile

Greenvale had a population of 12,115 people in 2013¹, which represented an increase of 1,267 people since 2006 (population: 10,848 people). The suburb has a similar age profile to all of Hume City, with 27.2% of residents aged 17 years or under (Hume 29.7%), and 11.6% of residents aged 60+ years (Hume 13.6%).

Other important characteristics of Greenvale compared to all of Hume City include:

- 67.4% of Greenvale residents are Australian born, compared to 62.1% for all of Hume City and 63.3% for all of Greater Melbourne. The dominant countries of birth for people born overseas are Italy (6.2%), Turkey (2.9%) and Iraq (2.4%), with the greatest increase since 2006 in the number of Greenvale residents who were born overseas being from Iraq (233 people).
- A lower proportion of Greenvale households (4.5%) have an income of less than \$400 per week, compared to all of Hume City (10.3%). Conversely, 35.5% of Greenvale households have an income of more than \$2,000 per week, compared to 21.7% for all of Hume City.
- Greenvale has a Socio Economic Index of Australia (SEIFA²) score of 1078.4, the highest of all suburbs within Hume City and well above the average for all of Hume City at 965.2.

¹ Source: Hume City Council Community Profile, Council Website

² SEIFA Index is the Socio – Economic Index of Australia and is derived from attributes such as low income, low educational attainment, high unemployment, jobs in relatively unskilled occupations and variables that reflect disadvantage. The lower the index value, the greater the relative disadvantage of an area.

The population of Greenvale is projected to more than double through to 2036, with an estimated projected population of approximately 26,000 people. This increase will be largely driven by the development of three residential subdivisions within Greenvale:

1. Greenvale North (projected population of 3,500 people).
2. Greenvale West (projected population of 3,700 people).
3. Greenvale Central (projected population of 7,500 people).

3.1 Planning Context

The following research and strategy reports were either prepared by Council, commissioned by Council, or Council contributed to them. Some of the reports provided valuable background information relating to the broad strategic directions for the provision of open space and leisure opportunities within Hume City, whilst other reports outlined preferred directions for the development, use and management of Greenvale Recreation Reserve.

Council Strategies

- Hume City Council Plan 2009-2015
- Hume City Leisure Strategy 2013-2018.
- Hume City Open Space Strategy 2010-2015.
- Hume City Walking and Cycling Strategy 2010-2015.

Other Strategies

- Tree Management Plan – Assessment of Six Eucalyptus camaldulensis at Greenvale Recreation Reserve, Homewood Consulting, August 2012.
- Greenvale Recreation Reserve – Flora, Fauna and Net Gain Assessment, Biosis Research, April 2012.
- North West Metro Regional Tennis Strategy, Tennis Victoria, 2011.
- Greenvale North Precinct Structure Plan, Minister for Planning, 2011.
- Greenvale West Precinct Structure Plan, Minister for Planning, 2011
- Greenvale Central Precinct Structure Plan, Minister for Planning, 2013
- Environmental Management Plan – Greenvale Recreation Reserve, Atlas Ecology, December 2010.
- Independent Inquiry into Management of Trees on Public Land. Ecological Associates, December 2010.
- Our Plan for the Future, Greenvale Sporting Clubs, April 2003.

3.2. Existing Conditions

A review of the existing conditions at Greenvale Recreation Reserve was conducted by the project team. The site analysis focused on identifying issues and opportunities for the site that could be further investigated during the project.

A detailed site analysis is included, with a summary of the key findings outlined in the following sections.

4. Review of Existing Facilities and Spaces

The key sporting and recreation facilities (and associated infrastructure) currently at

Greenvale Recreation Reserve are described below.

4.1. Facility Space/Comments

Tennis precinct:

There are nine sand-filled synthetic grass tennis courts, with lights that are in good condition. The fencing on some courts needs re-wiring or replacement.

The clubhouse is modern and in good condition. The bench seating along the front of the pavilion provides excellent spectator viewing for the adjacent courts. There is an opportunity to open-up the clubrooms directly onto the decking to improve the usability and functionality of the facility.

There are limited viewing and seating opportunities across the site. Wooden shelters scattered amongst the courts are in average condition.



Cricket practice nets:

There are five cricket practice nets north of the main oval, all in good condition and recently upgraded as a result of the relocation of Premier League Cricket to the site.

There are also turf cricket practice wickets that have recently been constructed at the site.

Oval 1 (main oval):

The northern oval on the reserve is the main oval. It is floodlit to training and match standard and is in excellent condition.

The pavilion adjacent to oval 1 comprises home and away team and umpire change rooms, social spaces and other associated facilities. The building is in good condition and is well serviced by a hardstand spectator area with bench seating in front of it.

Funds have been allocated to upgrade this facility and it is anticipated that works will commence in the first half of 2017.



Oval 2:

Oval 2 was constructed in 2009 and is also in excellent condition. It has dimensions of 165m x135m (suitable for senior football), sub-surface drainage and irrigation, is fully fenced and has a 6 pitch turf wicket table).

Oval 2 lacks a formal pavilion, with an enclosed shed on the eastern side of the oval currently providing basic change and storage spaces. A new pavilion will be constructed in 2017/18. This will cater for the nearby Oval 3 in the medium to longer term.



Oval 4 and future multipurpose sports precinct (oval 3)

An additional full size oval has been constructed in 2014/15 to accommodate the relocation of Premier League Cricket to the Greenvale Recreation Reserve. This oval is now complete and is in use.

The southeastern multipurpose sports ground (oval 3) has been formed with no sub-surface drainage or irrigation and is intended to be used as an multipurpose space/ junior oval. This will be the subject of further investigation subject to demand and future needs.

Community Hall:

The community hall is located east of the main oval on Section Road. It is an old building that has been upgraded with the installation of metal sheeting on its walls. The interior of the building is well maintained, with its main deficiency being a lack of internal toilets or disabled access. The adjacent public toilet building currently provides these amenities. It is proposed that the activities currently conducted here move to either the Greenvale West Community Centre or a new facility to be build at the equestrian site.



Equestrian precinct:

The equestrian precinct is located at the southern end of the reserve and has been developed to conform to the requirements for State level equestrian competition for a range of disciplines.

The facility comprises three co-joined steel sheds (mainly used for storage) but which are converted into office and social areas for events, a small toilet

building, 3 sand arenas (two fenced) and a separate equipment shed. The facilities are basic and used for hosting events, often involving large numbers of people.

The cross country course comprises a number of permanent obstacles scattered throughout the equestrian area. The course can be set-up to cater for five levels of competition³.



³ Source: Bulla Adult Riding Club

4.2. Review of the Landscape

The key features and opportunities for the landscape environment are summarized below.

- The northern section of the reserve is dominated by the three formed sports ovals and the crushed rock car park embankments surrounding two of them. The master plan proposes to address the reserve's shortcomings by upgrading the entry points, sealing some internal roads and car parks and undertaking landscape works, amongst other action detailed later in the report.



- From the northern section (adjacent to Section Road), there are excellent westerly views across the reserve to Woodlands Historic Park. These views should be preserved and strengthened where possible.
- The southern section of the reserve comprises rolling hills of grasslands and scattered woodlands. A natural drainage line dissects the southern and northern sections of the reserve.
- Eucalyptus camaldulensis (River Red Gum) is the main native species present; these significant trees require ongoing protection.



- The reserve lacks a defined path network, with the exception being an existing walking track connecting the reserve to the Woodlands Historic Park to the west. It is proposed that this be developed as a part of this plan.
- There is no obvious sense of arrival to the reserve – both of these constraints are to be addressed as part of the master planning process.



- The tennis precinct has an attractive landscape setting amongst trees and is adjacent to the remnant grassy woodland area (conservation zone) to its west.
- The only playground on the reserve is located within the tennis precinct and is in excellent condition. With the volume of activity at this reserve a second and larger playspace is proposed.



- The open grassy area just south of the newly formed reserve entry presents a potential future site for a family recreation area (playground, BBQ and picnic facilities) in a natural setting. In addition the area immediately south of this site is a good quality remnant grassy woodlands and if developed has the potential to complement the passive qualities of the reserve.
- The general amenity of oval 2 and oval 4 should be improved with re-vegetation around the perimeter of the car park embankments and across the exposed northern and western sides of the embankments (some re-vegetation is evident across the northern embankment).
The two significant trees located amongst the temporary player and spectator amenities servicing oval 2 must continue to be protected.
- The edge of the water storage dam needs to be re-vegetated to improve its landscape and habitat qualities and to better integrate it into the natural setting of the reserve. The Twin Dams (in the adjacent Woodlands Historic Park) are a natural feature and contain good numbers of birds and other wildlife. It is desirable that Hume City regain committee of management responsibility for this area. As a result it is recommended that negotiations be initiated with Parks Vic to achieve this objective.
- The southern section of the reserve is used primarily for equestrian activities and is predominantly flat and cleared, with a scattering of remnant river red gums and saplings.



- The southwestern section of the reserve has no current regular use as a recreational area and comprises grasslands. A significant number of Eastern Grey Kangaroos were observed across the site during the site review.
- Fencing along Section Road and Providence Road is farm-style post and wire and is in fair condition. The option of restricting access along Providence Road after the last residential property accessing the roadway should be investigated, given the significant negative impact on the amenity of the reserve by dumping and other anti-social actions.

It is important to note that a detailed assessment of the quality and value of the existing flora and fauna at the reserve was carried by Biosis Research Pty Ltd in 2012. They were commissioned by Hume City to undertake the study and to also determine net gain assessments in the context of past, current and proposed future construction work at the reserve. Their report titled, Greenvale Recreation Reserve: Flora, Fauna and Net Gain Assessment and its findings and directions have been considered during the master planning process.

In addition, six significant trees identified within the reserve were assessed in detail in a study undertaken by Homewood Consulting in 2012. Again, this work was commissioned by Hume City and is titled, Tree Management Plan, an Assessment of 6 Eucalyptus camaldulensis at Greenvale Recreation Reserve. Its findings and directions were also considered during the master planning process.

4.3. Review of Traffic Management

The current conditions relating to onsite and surrounding traffic arrangements are summarized below.

1. Current access to and from the reserve is somewhat restricted due to the turning restrictions at the T-intersection between Somerton Road and Section Road. The restrictions are due to the inherent dangerous nature of the intersection created by the crest in Somerton Road immediately east of the intersection.
2. The reserve has multiple entries which is confusing for visitors. The northern section has a separate entry off Section Road to service the tennis complex. It is proposed that this be maintained and enhanced. There is another entry to service the community hall, hard cricket practice nets and the oval pavilion. A third access point services the balance of the associated car parking. It is proposed in this report that this entry becomes the main entry point to the reserve. The southern section of the reserve has one main entry to the equestrian complex. The future development of the reserve should incorporate entry treatments and signage to better delineate the respective functions and hierarchy of the reserve entries, including way-finding signage across the site.
3. All car parks and roads throughout the reserve are currently unsealed. Whilst some car parks and roads are constructed with crushed rock and are in relatively good condition, others suffer from erosion. Sealing primary access roads and those car parks that have high use is supported and will be a key action of the ongoing development of the reserve.
4. The third entry along Section Road has been developed as the reserve's main entrance. This appears the most logical position for a main entry as it can service all parts of the northern section of the reserve, particularly the high-traffic volumes likely to be attracted to the three main ovals during the football season.

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5. COMMUNITY ENGAGEMENT

A combination of meetings, interviews and site inspections were carried out with various stakeholders during the study, including user groups, relevant government agencies, local residents and Council staff. Some of the consultation was undertaken during the research phase of the study, whilst other meetings and interviews were held to enable feedback on preliminary concept plans prepared for the reserve.

A summary of the key outcomes from the consultation conducted during the research and master plan development phase is provided in the following sections.

5.1. Profile of Reserve User Groups

The reserve supports a number of user groups. This section identifies these groups and provides a brief overview of their membership and profiles their use of the reserve.

Group, Membership and Reserve Use:

- A. **Greenvale Football Club**
The club has three senior teams, and 17 junior teams (2 x U8, 4 x U/10, 4 x U/12, 3 x U/14, 2 x U/16, and 2 x U/18).
The club uses oval 1, oval 2 and 4 and the associated infrastructure on most days of the week during the winter season for training and matches.
Auskick is not held at Greenvale Recreation Reserve, it is conducted at Bradford Avenue Reserve.
- B. **Greenvale Cricket Club**
The club has five senior teams and seven junior teams (2 x U/10, 1 x U/12, 1 x U/14, 2 x U/16, and 1 x U/17).
The club uses oval 1 and oval 2 for matches on Saturdays and most Sundays and the cricket practice nets for training on Monday – Thursday evenings.
- C. **Greenvale Kangaroos Cricket Club**
Four teams play in the Premier League cricket competition.

The Greenvale Sports Club is confident it will continue to grow over the coming years and hopes to introduce women's and girls' cricket teams in the near future.
- D. **Greenvale Tennis Club**
The club has approximately 265 members (120 juniors and 145 seniors), including, 18 senior teams and 16 junior teams. The club is experiencing an increase in membership. The tennis complex is well used - Tuesday (ladies), Wednesday (mixed) and Thursday (men's) with tennis coaching between 4pm and 7pm during the week.
The club can currently accommodate the demand for courts by juniors on Saturday mornings, with, some overflow, if required, on Friday evenings.

Equestrian Groups:

- A. **Oaklands Horse & Carriage Club**
The club has 40 – 50 members and it has been based at the reserve for three years.
The club has access to the reserve for events on the Saturday and Sunday of those months when a 5th weekend occurs. The venue conforms to the criteria for Level 1 – 4 competitions and is used as the venue for the Victorian Championships most years.
Weekday access is only occasionally available for the club.
- B. **Tullamarine Pony Club**
The club has 20 riders up to the age of 25years.
The club uses the reserve every 2nd and 4th weekend on both Saturday and Sunday, for training, instruction and pony club events. The club also uses the facility during the school holidays.
The venue conforms to the criteria to host events up to zone level, requiring two sand arenas and a cross country course for a one day event, which can attract up to 150 riders.
- C. **Bulla Adult Riding Club**
The club has a membership of 80, which is now capped.
The club uses the reserve every 1st and 3rd weekend on both Saturday and Sunday for rallies, which attract up to 30 people. The club also hosts regional and state championships. The club has training most days.
- D. **Avenel Horse Trials**
This is a recent additional use of the facility and has proven to be quite successful and has added a number of key events to the site

The equestrian clubs all hold regular events at the Greenvale Recreation Reserve. Due to its proximity to Melbourne the equestrian complex has a unique opportunity for future expansion and development. This includes as a venue to conduct both club and regional events.
Section 8 of the Master Plan includes concepts for the future development of the equestrian complex. This information was generated by the main four equestrian complex users.

Other users of the Reserve

- E. **Roxvale Calisthenics Group**
The group has up to 50 girls participating and uses the Community Hall for practice on Tuesday and Thursday nights each week. The club hosts its major competition in July.
- F. **Greenvale Sport & Game Fishing Club**
The club has an active membership of 70 and a total membership of 200. It has been a tenant of the Community Hall for over 21 years.
The club conducts club meetings and information sessions once or twice a month for between 45 – 70 participants. At such gatherings a guest speaker provides advice on topics, such as marine safety or the like.

6. Summary of Feedback

The key issues and opportunities identified by the regular user groups during the consultation process are summarized below.

6.1 Oval 1, Oval 2, Oval 4 and the multipurpose precinct (Oval 3)

- New visitor change rooms, spectator shelter(s) and player (community) gymnasium to compliment facilities associated with the main oval.
- Construction of a pavilion and erection of sports lighting to service oval 2.
- Additional formalized car parking to service the main oval on football match days.
- Provision of a small pavilion and sports training lights to service oval 4.

6.2 Tennis precinct

- Some court fencing is falling into disrepair and requires upgrading.
- The entry and arrival experience to the clubrooms needs enhancing.
- The tennis club would like the hit-up wall retained and a safety fence installed around the BBQ and playground area.
- Explore the potential for two additional courts.

6.3 Equestrian Area

- The equestrian complex lacks onsite clubrooms, public toilets and event management rooms. Given the level and standard of events conducted by the equestrian clubs these deficiencies need to be addressed as a matter of priority. The 'top paddock' could be a potential location for another sand arena (60m x 40m), when required.

6.4 Community Hall

The lack of internal toilets is a significant limitation as hall users currently have to use the adjacent outdoor public toilet block. In addition there is a lack of heating and cooling, poor disability access, lack of internal storage and a general security risk for users, in the evening, (due to the hall's isolated location).

6.5 Other issues

- Input from the agencies and the community supported the master plan providing an emphasis on enhancing the ecological values of the site, including recommending areas for re-vegetation and the possible use of fencing to protect areas of significant vegetation and habitat value.
- The Essendon and District Football League (EDFL) consider the Greenvale Recreation Reserve as potentially the ideal venue to become a League base for a range of match options, including finals.

7. Conservation and Enhancement of Natural Heritage within the Reserve

The master planning process has provided Council with the opportunity to address concerns from representatives from the Department of Environment and Primary Industry (DEPI) and Parks Victoria about some aspects of recent development at the reserve.

These include the clearing of remnant vegetation, the quality of imported soil, the stockpiling of fill on land containing native vegetation, the lack of fencing to protect sensitive areas from machinery, soil stockpiling and dumping of debris. These concerns are in addition to the effectiveness of some of the changes to the water run-off and drainage profiles.

The common theme of these concerns was the negative impact that development appears to have had (or is having) on the ecological values of the reserve, including the impact on the overall setting and character of the reserve, the loss of remnant vegetation, the impact on significant trees and the impact on the habitat environment for a range of fauna.

Three key reports were commissioned by Hume City to identify and confirm the ecological values of the site and/or to provide management guidelines for the future development of the reserve. These reports are:

1. Environmental Management Plan – Greenvale Recreation Reserve (2010).
2. Tree Management Plan – Assessment of Six Eucalyptus Camaldulensis at the Greenvale Recreation Reserve (2012).
3. Greenvale Recreation Reserve – Flora, Fauna and Net Gain Assessment (2012).

Each of the reports contain valuable information about the natural features and assets on the site and a series of guidelines and recommendations to both preserve and enhance the reserve's natural qualities during future upgrades and developments. In the case of the third report, it was commissioned by Council mainly to identify the potential impacts to flora and fauna from the implementation of an earlier draft of this master plan prepared through the planning process.

The reports identify the requirements for Council to obtain environmental planning approval for impacts to natural values. These include avoiding areas of native vegetation and fauna habitat, minimizing impacts to areas of native vegetation and fauna habitat and offsetting any unavoidable impacts.

The reports' recommendations assisted the consultant team to refine the overall directions and recommendations outlined in the current draft master plan, including the development of the vision, the guiding principles and the objectives. It will be critical that Council and other groups consider the detail contained in each report during the ongoing development of the reserve.

7.1. Reserve Fencing

The Greenvale Sports Club and its affiliate clubs have advocated for a majority of the northern section of the reserve to be fenced to enable an admittance fee to be charged to spectators during football matches and other events. The notional fence-line proposed is along Somerton Road and down Section Road to just beyond the southeast oval. Whilst it is commendable that the groups note that the fence should have numerous gates and entrances so as not to obstruct people from entering the reserve on non-match days, the proposal to erect a permanent fence is not appropriate and does not meet Council Policy regarding the fencing of Municipal reserves. All stakeholders, including the Greenvale Sports Club and its affiliate clubs have identified the rural characteristics of the reserve and the westerly vistas as some of the reserve's major assets.

Whilst some fencing is recommended as part of the management solutions for the designated conservation areas along Somerton and Sections Roads, these fence treatments will likely continue to be farm-style fencing and be consistent with the rural features of the reserve. Where fencing is not required for conservation management purposes or for legitimate safety reasons, it is strongly recommended that no permanent fencing be installed. It is common now for many Councils not to alienate open space by permanently fencing parks and reserves, including football ovals. When legitimate requests and the need for fencing is established (e.g. finals matches and special events), it is more acceptable that temporary fencing be installed.

8. GREENVALE RECREATION RESERVE MASTER PLAN

8.1. Cost Plan

The Greenvale Recreation Reserve Master Plan recommends more than xx separate but interconnected actions for the enhancement of the reserve. The total estimated cost for full implementation of the Master Plan is \$4,197,000. Refer to the breakdown on the following pages

Consideration will need to be given to the prioritization of projects to be funded.

The practicality and order of implementation of all projects will be subject to a number of factors and criteria before proceeding, including:

- Availability of funding, both from Council and externally, for example developer contributions
- Current and future priorities of Council.
- Stakeholder and community needs.
- Further investigation, research and consultation.

The suggested staging reflects a logical sequence of rollout of individual projects and is based on understanding of future needs (related to population growth), user group priorities and the practicality of undertaking the improvement projects. The prioritization of projects is aimed at providing direction for Council and other stakeholders in relation to the order of projects, but should not be interpreted as calendar year commitments by Council.

Important Notes:

- Impacts to natural values must be assessed at the planning stage, including measures to avoid clearance of significant vegetation.
- Cost estimate provided are indicative costs, based on similar projects undertaken in the past 18 months.
- It should be noted that some capacity might exist for savings by combining or packaging a number of smaller projects into larger contracts.
- The directions contained within the master plan do not commit Council or any other organization to a responsibility for funding projects.

Project Costings:

Items		Estimated funds required \$
1	Granitic path network within the reserve x 1,120 metres length of path x 2.5 width.	140,000
2	Seal and expand car parking x 52 places at tennis pavilion and upgrade of tennis pavilion entry x 50 sq metres	250,000 (car parking) 165,000 (building)
3	Construction of second storey extension to the main pavilion. Works committed in the 2016/16 and 2016/17 financial years.	1,782,511+
4	Investigate removal of existing community centre building and replace with 155 new car parking spaces	Further investigation required for this proposal
5	New bbq and picnic area and 'district' play space	650,000
6	Establish formal entry to the reserve with landscaping, gates and signage	84,500
7	Upgrade plantings in fenced conservation zone	35,000

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Items	Estimated funds required \$
8 Construct 2 nd oval pavilion, including changerooms, canteen, public toilet and external storage (committed in 2016/17 and 2017/18) = 550 sq metres	1,500,000+
9 New sealed car park at new entry point to the reserve (185 places)	925,000
10 Install floodlights (x2) to the western side of Oval 2 (100 Lux)	160,000
11 Provision of two additional turf wickets for Oval 2	32,000
12 Undertake revegetation and planting across the reserve (range of locations on plan)	45,500
13 Possible Melbourne Water retarding basin site	No cost
14 New sand menage	60,000
15 Construct change rooms to meet requirements for the equestrian site users that includes a small kitchen, toilets, meeting area and offices. (350 sq metres)	1,050,000
16 New car parking in equestrian area = 60 car spaces and 70 car and horse float spaces	600,000
17 Alignment of the Grade 1 cross country course	No cost
18 Investigate the closure of Providence Road to through traffic	No cost subject to Traffic
Total:	4,197,000

+ Funds already committed for these projects and not included in Total above.

9. PROJECTS NOT SUPPORTED IN THE MASTER PLAN

Clubs had identified the following additional projects that are currently not support in the Master Plan they include:

1. Additional practice wicket – synthetic pitch – cricket nets
2. New visitor change rooms – Oval One
3. New building for media and coaches box – Oval One
4. Indoor 4 pitch cricket facility, with changerooms, amenities and store
5. Construction of Oval 4 with training lights
6. Design and construct a pavilion for Oval Four
7. Two additional tennis courts

Attachment 2



LEGEND



Projects

- 1 Granitic path network within the reserve.
- 2 Seal and expand car parking (52 spaces) and upgrade tennis pavilion entry.
- 3 Construct second storey extension to the main pavilion comprising a social room, undercover seating (2016/2017).
- 4 Investigate the removal of the existing Community Hall and public toilets and consider the construction of a new car park. (155 spaces).
- 5 New BBQ and picnic area, and 'District' level playground
- 6 Reserve main entry to be upgraded to provide appropriate arrival, significance, e.g. landscaping, gates and information signage.
- 7 Upgrade plantings in Fenced conservation zones.
- 8 Construct new pavilion to provide player and umpire change rooms, canteen, public toilets and internal and external storage (2017 - 2018).
- 9 New sealed car park (185 spaces).
- 10 Install floodlights to training standard on Oval 2 (100 lux 2 towers west side).
- 11 2 new additional turf wickets for oval 2.

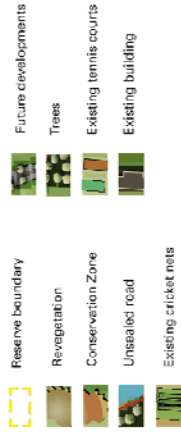
**Greenvale Recreation Reserve
Master Plan**

Greenvale Recreation Reserve Master Plan

Attachment 2



LEGEND



Projects

- 12 Undertake extensive re-vegetation and planting across the reserve, including upgrade of the edges of the main dam
- 13 Possible location for a future Mebourne Water Retarding Basin
- 14 New sand menage (40m x 60m).
- 15 Design and construct new community/equestrian building comprising a multi-purpose room, kitchen, two meeting/event control rooms, toilets and storage. (approx. 350 sqm).
- 16 New sealed car park (60 spaces) and horse float parking (70 spaces).
- 17 Approximate alignment of the Grade 1 cross country course.
- 18 Investigate closure of Providence Road to through traffic.

REPORT NO:	CC042
REPORT TITLE:	Friends of Aileu Update
SOURCE:	Chris Adams, Friends of Aileu Project Officer
DIVISION:	Community Services
FILE NO:	HCC05/29-06
POLICY:	-
STRATEGIC OBJECTIVE:	3.1 Foster socially connected and supported communities.
ATTACHMENTS:	<ol style="list-style-type: none">1. <i>Renewed Friendship Agreement 2016</i>2. <i>Updated Friends of Aileu Community Committee Terms of Reference</i>3. <i>Friends of Aileu Community Committee current membership 2016</i>4. <i>Letter of appreciation from the Victorian Minister for Local Government October 2016</i>

1. SUMMARY OF REPORT:

This report provides an update on Friends of Aileu, the East Timor Partnership Project of Hume City Council and Moreland City Council, and on recent developments and future opportunities associated with the friendship relationship with Aileu, Timor-Leste.

2. RECOMMENDATION:

2.1 That Council notes:

2.1.1 the renewed Friendship Agreement 2016 (Attachment 1),

2.1.2 the updated Terms of Reference for the Friends of Aileu Community Committee (Attachment 2),

2.1.3 the current membership of the Committee (Attachment 3),

2.1.4 some recent developments and future opportunities associated with the friendship relationship with Aileu as outlined in section 11,

2.1.5 the letter of appreciation from the Victorian Minister for Local Government, dated 13 October 2016 (Attachment 4), thanking Council for its contributions to Timor-Leste and Aileu through the long-standing friendship relationship and the more recently concluded Municipal Cooperation Agreement.

2.2 That Council appoints Councillor Joseph Haweil as the representative, and Councillor Karen Sherry as the substitute representative, to the Friends of Aileu Community Committee.

3. LEGISLATIVE POWERS:

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 that the friendship relationships linking local governments and communities in Australia and Timor-Leste were established.

4. FINANCIAL IMPLICATIONS:

4.1 This report contains no new financial implications for Council.

4.2 Hume and Moreland City Councils contribute on a 50/50 basis to funding management costs for the East Timor Partnership Project. The majority of this expenditure is

REPORT NO: CC042 (cont.)

managed through a cost centre operated by Moreland City Council where the part-time Project Officer position is located. Hume City Council also supports the Aileu secondary school education scholarship program. These expenditures are covered in the 2016/17 budget.

- 4.3 The funds used to support community development activities implemented by Aileu-based partner organisations under the Friendship Relationship are raised by Friends of Aileu from within the Hume and Moreland communities and from the contributions of Australian partner organisations.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

The Friendship Agreement 2016 commits the parties to working for a sustainable future, and environmental sustainability is one of the key considerations in the identification and management of friendship activities in Timor-Leste. Some relevant projects supported by Friends of Aileu include the promotion of diversity and sustainability in small-scale local agriculture, reforestation for protection of soil and water resources, provision of solar lighting and locally made fuel-efficient wood-fired stoves in remote village households.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

Climate change is a major issue for Timor-Leste, and positive contributions to climate change management and mitigation are made by activities such as those outlined in section 5 above.

7. CHARTER OF HUMAN RIGHTS APPLICATION:

The shared commitment of Hume City Council and Moreland City Council to human rights and responsibilities, including those subsequently enshrined in the Victorian Charter of Human Rights and Responsibilities Act (2006), was an important factor in the establishment of the East Timor Partnership Project. The advancement of human rights continues to be a major consideration in the implementation of the project and in the management of the activities it supports in Timor-Leste.

8. COMMUNITY CONSULTATION:

8.1 The Friends of Aileu Community Committee (FACC) guides the implementation of the Friendship Agreement, including through its consultative and advisory functions. The FACC, which was established by Moreland City Council, reports to that Council following each of its bi-monthly meetings. The activities of the Community Committee, including community development activities implemented in Aileu, are also periodically reported to Hume City Council.

8.2 Membership of the Friends of Aileu Community Committee (FACC) is open to community members and representatives of partner organisations from both Moreland and Hume. Each Council nominates a Councillor Representative, who serves as FACC Chair or Deputy Chair, usually by rotation for 12-month periods. The most recent Hume City Council representative was the former Councillor Helen Patsikatheodorou.

8.3 The renewal of the Friendship Agreement, the updating of the Friends of Aileu Community Committee (FACC) Terms of Reference and the refreshing of membership were undertaken in consultation with the FACC.

8.4 Friendship Relationship activities implemented in Aileu are guided and overseen by the Aileu Relationship Commission, a committee which is chaired by the Aileu Municipal Administrator and which includes government and civil society representatives and community members.

9. BACKGROUND

9.1 In May 2000, Hume City Council and Moreland City Council signed a Memorandum of Understanding that established a friendship relationship with the District of Aileu, Timor-Leste. This relationship has been renewed several times by the two Councils signing five-year Friendship Agreements with Aileu in 2005, 2010 and 2016.

REPORT NO: CC042 (cont.)

- 9.2 The Australia Timor-Leste friendship movement emerged in response to the widespread looting of resources, destruction of infrastructure and dislocation of people during the departure of the occupying Indonesian military and anti-independence militia groups that followed the 1999 vote by the people of Timor-Leste to separate from Indonesia.
- 9.3 The end of the period of Indonesian administration also led to an absence of effective governance arrangements that was addressed by a period of UN administration, which in turn led to the restoration of Timor-Leste's independence in 2002. Since that time the people of Timor-Leste have been engaged in the processes of re-building their nation and developing its human resources and its governance arrangements, including beginning the process of establishing responsible local government.
- 9.4 At its meeting of 8 August 2016, Hume City Council:
- 9.4.1 Endorsed the Friends of Aileu Strategy Plan and Action Plan 2016-2020;
 - 9.4.2 Resolved to renew the Friendship Agreement;
 - 9.4.3 Noted the establishment of the complementary Municipal Cooperation Agreement to assist Aileu Municipal Administration during the decentralisation process and its transition to responsible local government, which was signed in April 2016 by the Mayor, and in May 2016 by the Vice-minister for State Administration representing the Government of Timor-Leste;
 - 9.4.4 Noted a statement dated 24 June 2016 from the Aileu Municipal Administrator outlining some priorities suggested for consideration under the Friendship Agreement and the Municipal Cooperation Agreement.

10. DISCUSSION:

- 10.1 The Friendship Agreement 2016 (Attachment 1), which renewed the Friendship Relationship for a further 5 years, was signed by the Vice-minister for State Administration and the Aileu Municipal Administrator on 18 August. This signing occurred during the Timor-Leste Government's 5th Decentralisation and Local Government Conference, which was attended by a Friends of Aileu delegation comprised of community members Richard Brown, Gary Jungwirth and Paul O'Sullivan. The Friendship Agreement was subsequently signed by the Mayors of Hume and Moreland City Councils in September.
- 10.2 Earlier this year, in conjunction with establishing several new Citizens' (Advisory) Committees, Moreland City Council undertook a process to renew the Terms of Reference and refresh the membership of all its advisory committees including the Friends of Aileu Community Committee (FACC). The previous Terms of Reference (TOR) for the FACC had last been reviewed in 2010.
- 10.3 The renewed Terms of Reference for the Friends of Aileu Community Committee (Attachment 2), adopted by the FACC and Moreland City Council include minor amendments to:
- 10.3.1 Provide a greater measure of consistency between the Terms of Reference of the various Advisory Committees of Moreland City Council.
 - 10.3.2 Clarify the Committee's functions, its decision making processes and its members' roles and responsibilities, with respect to both providing advice to Council and also being the means, with the support of the East Timor Project Officer, to implement the objectives of the Friendship Agreement, e.g.: by activities including:
 - (a) Involving the community and building partnerships;
 - (b) Collaborating in the development, implementation and monitoring of community development activities in Aileu; and

REPORT NO: CC042 (cont.)

- (c) Raising funds to support agreed activities of Aileu partner organisations.
- 10.4 Following an Expression of Interest process conducted by Moreland City Council, three Moreland community members and one representative of an interested organisation (all previous members wishing to continue) submitted applications and were subsequently appointed to the Friends of Aileu Community Committee.
- 10.5 Following the receipt of further nominations, and a motion passed at the Friends of Aileu Community Committee meeting on 8 September 2016, a report has been prepared for Moreland City Council recommending the appointment of the following additional members to the Committee:
- 10.5.1 A further two Moreland community members (one continuing, one new);
- 10.5.2 Three Hume community members (each continuing); and
- 10.5.3 Representatives of three partner organisations (each continuing).
- 10.6 The current Committee membership is shown at Attachment 3. The Friends of Aileu Community Committee, assisted by the Project Officer, will seek further nominations to complement the current membership and expects to make further recommendations for appointment to the Committee.

11. RECENT DEVELOPMENTS AND FUTURE OPPORTUNITIES

- 11.1 From fifteen years ago when provision of material aid played a significant part in the Friendship Relationship, the emphasis over the last 10 years has been on developing ongoing partnerships in support of local initiatives of the government and civil society in Aileu. It is planned to pursue this direction further, with the aim of fostering sustainability for Aileu organisations and their initiatives, while increasingly looking for opportunities that allow members of our the Moreland-Hume and Aileu communities, and especially younger people, to engage and share resources, skills, interests and culture.
- 11.2 Support for the development of human resources has been provided through funding the Aileu University Scholarship Program, the Hume Aileu Secondary Scholarship Program, and the Aileu Resource and Training Centre staff development program. These continuing activities have so far supported many young people to finish the last three years of high school and over 30 to complete tertiary studies.
- 11.3 As part of the Municipal Cooperation Agreements signed in April 2016, during that same month Hume and Moreland City Councils each provided short-term work-based training placements for two public servants from a Timor-Leste urban planning delegation brought to Melbourne under a Local Government Victoria sponsored professional development program.
- 11.4 As the Aileu Municipal Administration manages the process of decentralisation and refines its strategic planning in consultation with the community, it is expected that there will be more specific needs-based identification of skills and qualifications. To meet these needs it may be appropriate for Hume and Moreland City Councils to consider supporting:
- 11.4.1 Targeted scholarship assistance;
- 11.4.2 Additional work-based training placements; or
- 11.4.3 Professional development assistance by other means, possibly including council staff spending time in Aileu working with the Aileu Municipal Administration or with other government or civil society organisations.
- 11.5 In recognition of Council's contributions to implementing the Friendship Relationship and participating in activities related to the Municipal Cooperation Agreement, the Minister for Local Government, the Hon Natalie Hutchins MP, wrote to the Mayor on 13 October 2016. In this letter (Attachment 4), the Minister expressed her thanks to Hume

REPORT NO: CC042 (cont.)

City Council, and her appreciation of the contributions made to skills development and the democratic process in Timor-Leste. The letter also acknowledges that the friendship relationships with Timor-Leste contribute to enhanced cultural understanding and community engagement within Victoria's councils and communities.

- 11.6 The Friends of Aileu Community Committee is in the process of building on its Strategy Plan and Action Plan 2016-2020 to identify priorities for its attention during 2017.

12. CONCLUSION:

- 12.1 Activities under the Friendship Agreement continue to contribute to the sustainable development of Aileu, while providing opportunities for citizens of Hume and Moreland to participate in public life, including beyond the boundaries of their home municipalities.
- 12.2 The Municipal Cooperation Agreement has the potential for Hume City Council, Moreland City Council and members of Council staff to experience organisational and professional development benefits, while making contributions to the development of capabilities for local service delivery and governance in Aileu.

Attachment 1

**Friendship Agreement between the Municipality of Aileu, Timor-Leste,
and Moreland City Council and Hume City Council, Victoria, Australia, 2016**

In recognition of the aspirations of the people of Timor-Leste, and in particular, of the District of Aileu, to build their own democracy and take control of their future, a friendship relationship was established between the District of Aileu and the Moreland and Hume City Councils on 4 May 2000, and was subsequently renewed in 2005 and 2010. Now, after fifteen years of developing friendship, we reaffirm our commitment to that relationship and to the principles and values on which it is based.

We recognize the important roles of the Aileu Municipal Administration, in supporting the people of Aileu, and of the Aileu Friendship Relationship Commission, in representing the people of Aileu in the friendship relationship.

We are pleased to acknowledge our communities and partner organisations, including the Friends of Aileu, the Shire of Campaspe and the Campaspe East Timor Association in Friendship, Kangaroo Valley-Remexio Partnership, Friends of Laulara, Merri Health, North Richmond Community Health, Alternative Technology Association, CERES Global, who are committed to working with, and strengthening their relationships with, the people of Aileu.

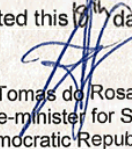
We also look forward to working together in support of the Government of the Democratic Republic of Timor-Leste and the Aileu Municipal Administration, as elected responsible local government is established in Aileu and the other Timor-Leste municipalities, including under the Municipal Cooperation Agreements between Government of the Democratic Republic of Timor-Leste and Moreland City Council and Hume City Council signed in April/May 2016.


Accordingly, we agree that we will:


- work together to respond to the aspirations of the people of Aileu as they build their local democracy and a sustainable future
- support activities that share the benefits of the friendship relationship widely within the Municipality of Aileu
- ensure that our efforts are directed towards working with the people of Aileu so that they are able to achieve the goals they have for their own community
- base all of our activities on the principles of mutual respect, cooperation and local decision-making
- ensure that projects and initiatives which we commit to take account of the policies and programs of the Government of the Democratic Republic of Timor-Leste and the capacity of our communities to resource and sustain them
- pay particular attention to the needs of young people, who are the basis for the future of both of our communities
- seek ways to share our cultures, to improve mutual understanding and continue to strengthen both of our communities.

This agreement seeks to guide our organisations, and the communities which they represent, in a further five years of friendship. It is not intended that the agreement will have any legal effect.

Dated this 17th day of August 2016



Sr Tomas do Rosario Cabral
Vice-minister for State Administration
Democratic Republic of Timor-Leste


Cr Samantha Ratnam
Mayor Moreland City Council
Chair, Friends of Aileu
Community Committee


Cr Helen Patsikatheodorou
Mayor Hume City Council
Deputy Chair, Friends of Aileu
Aileu Community Committee

Witnessed by:


Sr Joao Tilman do Rego
Administrator Municipality of Aileu
President, Aileu Relationship Commission


RICHARD BROWN
Community Member
Friends of Aileu Community Committee



Friends of Aileu
A partnership established in 2000
BUILDING STRONG COMMUNITIES IN TIMOR-LESTE AND AUSTRALIA



Moreland City Council



ADMINISTRAÇÃO
MUNICIPAL DE
AILEU



Attachment 2

Friends of Aileu Community Committee Terms of Reference

Type of Committee	Citizen Committee
<p>Purpose and Scope</p>	<p>The purpose of all Citizen Committees is to inform Council decision-making by:</p> <ul style="list-style-type: none"> - Providing formal pathways for community input; and - Providing regular, formal feedback to Council. <p>Committees are one way Council engages with community to obtain local input, expertise and participation to inform planning and decision making.</p> <p>Further to this, the purpose of Friends of Aileu Community Committee is to:</p> <ul style="list-style-type: none"> - Provide a means for the Moreland and Hume City Councils and their communities to carry out the objectives and spirit of the friendship relationship with Aileu, Timor-Leste, in accordance with the Friendship Agreement signed on 8 May 2010. <ul style="list-style-type: none"> • Note: <ul style="list-style-type: none"> ○ A renewed Friendship Agreement is expected to be signed during 2016. ○ On 8 April 2016, the two Councils also signed a complementary Municipal Agreement with Government of Timor-Leste to support Aileu during the decentralisation process and its transition to responsible local government; the terms of these Agreements have been developed between the Government of Victoria and the Government of Timor-Leste. - Provide advice to both Moreland and Hume City Councils on issues relating to: <ul style="list-style-type: none"> • the Friendship Agreement and the Municipal Agreement • the two Councils' East Timor Partnership Project, which supports the above Agreements. - Work with the two Councils, Australian and Timor-Leste partner organisations and others to help consult on, design, implement, monitor, assess and report on agreed projects and activities through which we can: <ul style="list-style-type: none"> • work together with the people of Aileu as they build their local democracy and a sustainable future • share our cultures, improve mutual understanding and strengthen both our communities. - Work with the two Councils, Australian partner organisations, other community organisations and businesses, and members of the community to: <ul style="list-style-type: none"> • raise awareness about the issues facing Timor-Leste as a newly developing nation, Aileu as a developing community, and the potential of the friendship relationship to enrich community

Attachment 2

Friends of Aileu Community Committee Terms of Reference

	<p>life both in Aileu and in Moreland and Hume</p> <ul style="list-style-type: none"> • raise funds to support agreed projects and activities in Aileu. <p>– Function as a decision making body in relation to expending funds raised or donated to support or implement agreed projects and activities in Aileu.</p> <p>The Friends of Aileu Community Committee is supported by the Friends of Aileu Project Officer, who is employed under the Moreland and Hume City Councils' East Timor Partnership Project, and serves as Convenor for the Committee.</p> <p>Funds raised or donated shall be managed in accordance with the requirements and using the Moreland City Council's financial systems.</p>
<p>Membership</p>	<p>Membership of the Committee shall include individuals from the community and representatives of partner organisations who support the objectives and spirit of the friendship relationship with Aileu.</p> <p>People who live, work or study in the Cities of Moreland and Hume, and/or have professional or personal connections to or knowledge of Aileu or Timor-Leste, and citizens from different geographic locations from Moreland are particularly encouraged to apply for Committee membership.</p> <p>Membership is composed of up to 35 persons, including:</p> <ul style="list-style-type: none"> – Organisational representatives (up to 15): <ul style="list-style-type: none"> • a Councillor representative nominated by Moreland City Council and a Councillor representative nominated by Hume City Council, who will have the roles of Chair and Deputy Chair (2) • a representative of each Australian partner organisation (up to 10), currently including Merri Health, North Richmond Community Health, CERES, the Alternative Technology Association and Wild Timor Coffee Co.), appointed based on an MOU or other agreement with Council following recommendation by the Committee. – Representatives of other organisations with an active interest in Aileu or Timor-Leste (up to 3), appointed by Council following recommendation by the Committee. – Individual members (up to 20): <ul style="list-style-type: none"> • community members: persons who live, work or study in Moreland and Hume (up to 12), appointed following Council's process for appointments via formal expressions of interest, or by Council following recommendation by the Committee • special interest members: other persons with a demonstrated personal or professional connection to Aileu or Timor-Leste (up to 4), appointed following Council's process for appointments via formal expressions of interest, or by Council following recommendation by the Committee

Attachment 2

Friends of Aileu Community Committee Terms of Reference

	<ul style="list-style-type: none"> persons co-opted by the Committee (up to 4), appointed by Council following recommendation by the Committee. <p>If a Community member resigns within their term, the Committee shall recommend a suitably qualified nominee as replacement, with appointment being subject to Council approval.</p> <p>Committee members should have the willingness and ability to exercise and develop their skills to contribute to the work of the Committee.</p> <p>Selection of members will aim for gender balance and to include a range of ages, and relevant skills and experience, including in communication, marketing and fundraising, business and accounting and community development.</p> <p>All members will be required to participate in accordance with these Terms of Reference.</p> <p>Members will be inducted into their roles and responsibilities and may be provided with training and development opportunities that will enable them to perform their role on the Committee. Training is optional and will be provided at no cost.</p>
<p>Roles, Responsibilities and Accountabilities</p>	<p>The Committee is accountable to Moreland City Council and Hume City Council, whose roles are to support the Committee.</p> <p>Individual Members (community members, special interest individuals and co-opted members):</p> <p>Role: Contribute respectfully to discussion and decision making and to assist with the design, implementation, monitoring, assessment and reporting of agreed activities according to availability, ability and interest.</p> <p>Responsibility: Responsible for seeking and considering relevant information, including through reading papers distributed for the meeting and listening to others contributions.</p> <p>Accountability: Accountable to the Committee through the Chair.</p> <p>Organisational Representatives (from partner of other special interest organisations):</p> <p>As above for Individual members, but also:</p> <p>Responsibility: Responsible for representing the views of their organisation and informing their organisation of relevant Committee decisions and facilitating the involvement of their organisation in relevant activities.</p> <p>Accountability: Accountable to their own organisation.</p> <p>Councillors (one each from Moreland and Hume City Councils):</p> <ul style="list-style-type: none"> A Councillor Chairs the Committee (by annual rotation between the Moreland and Hume City Council representatives, or as otherwise agreed), ensuring meetings are fair and effective. Both Councillors' participation is to objectively hear and understand community views and to work with the Convener to bring Committee views and recommendations to their respective

Attachment 2

Friends of Aileu Community Committee Terms of Reference

	<p>Council to inform decision making.</p> <ul style="list-style-type: none"> - Councillors may nominate a replacement Councillor for a given meeting. - Councillors may also bring Council decisions to the Committee. <p>Convener (Friends of Aileu Project Officer):</p> <p>The Convener provides the coordination and support role for the Committee including:</p> <ul style="list-style-type: none"> - scheduling meetings, preparing the agenda, minutes and reports - communication between Council and Committee members on Committee business, preparing Councillor briefings and Council reports - supports the Committee's effectiveness including introducing relevant information and opportunities, and facilitating Committee induction and dispute resolution process - liaising with the Aileu Municipal Administration and the Timor-Leste Ministry of State Administration, the Aileu Relationship Commission (the counterpart to the Friends of Aileu Community Committee in Aileu), Australian and Timor-Leste partner organisations, other community organisations and businesses, community members and other relevant individuals about Committee business and other Friends of Aileu activities - supporting Committee members, partner organisations, community members and others in implementing committee decisions - the Project Officer is responsible to line management at Moreland Council as the employer, and to line management of both Moreland and Hume City Councils under the terms of the East Timor Partnership Project.
<p>Reporting requirements</p>	<p>A meeting agenda and relevant reports and other information will be distributed to members prior to each meeting.</p> <p>Minutes will be taken by the Convenor and will be distributed to members (within two weeks of each meeting) and lodged with each Council as required.</p> <p>Assembly of Councillors filed within one business day as required.</p> <p>Input, feedback and recommendations from the Committee will inform reports to Council in order to inform Council planning and decision making.</p> <p>An Annual Report shall be prepared and lodged with each Council, with copies provided to the Aileu Municipal Administration via the Aileu Relationship Commission, the Timor-Leste Ministry of State Administration and other Australian, Aileu and Timor-Leste government and civil society partners.</p> <p>Periodic Newsletters and project information sheets will be prepared and provided to all Committee members and other interested individuals, groups or organisations on a community distribution list,</p>

Attachment 2

Friends of Aileu Community Committee Terms of Reference

	<p>and to the Aileu Relationship Commission and other Aileu and Timor-Leste government and civil society partner organisations and individuals.</p>
<p>Meetings</p>	<p>Meetings will be held:</p> <ul style="list-style-type: none"> - at least five times per year, generally bi-monthly - so far as practicable, alternatively at Moreland and Hume City Council premises or venues - generally commencing at 6pm on the first Tuesday of the nominated month unless otherwise agreed. <p>Date, time and location of meetings may be varied by agreement at the Committee, or as determined by the Chair and Deputy in consultation with the Project Officer, and will be scheduled well in advance.</p> <p>The Agenda will be circulated at least one week prior to each meeting.</p> <p>Where members are unable to attend a meeting, an apology should be forwarded to Convener prior to the meeting.</p> <p>The Committee may call special meetings or set up sub-committees or working groups to progress plans and activities between meetings. Any such sub-committees or working groups shall as far as practicable be lead and convened by a Committee member with agreed support provided by the Project Officer.</p> <p>Working groups may also be established by the Project Officer with the agreement of relevant committee members.</p> <p>Such sub-committees or working groups shall operate in the manner determined by the Committee, or in the absence of such determination as they see fit.</p> <p>All sub-committees or working groups are accountable to the Committee and shall report to the Committee at the each Committee meeting or as otherwise directed.</p> <p>Other persons who may participate in meetings in a non-voting capacity include:</p> <ul style="list-style-type: none"> - Invited guests, as agreed with the Chair or the Convenor - Other Moreland and Hume Councillors, as agreed with the Chair and Deputy Chair - Other Council officers - Other members or staff Friends of Aileu partner organisations - Representatives of other friendship groups and municipal councils associated with Friends of Aileu, currently including the Campaspe East Timor Association in Friendship (CETAF), Shire of Campaspe, Friends of Laulara, Kangaroo Valley Remexio Partnership (KV-RP), Sacred Heart Parish Sandringham and other community groups active in Aileu - Representatives of the Timor-Leste Government in Australia (e.g. Ambassador, Honorary Consul in Melbourne)

Attachment 2

Friends of Aileu Community Committee Terms of Reference

	<ul style="list-style-type: none"> - Representatives of Timor-Leste community organisations in Melbourne (e.g. METAC, TAV, etc) - Representatives of other Timor-Leste friendship groups and peak bodies and networks, such as the Australia Timor-Leste Friendship Network - Representatives of Non-Government Organisations active in Aileu, such as World Vision, Plan International, Engineers Without Borders, Oaktree Foundation - Any person who has an interest in the friendship relationship with Aileu.
<p>Decision making</p>	<p>The Committee does not have any decision making powers in respect of either Council's policy, budgets, programs or projects.</p> <p>The Committee does have decision making powers in relation to projects to be supported or activities undertaken by the Committee, for purposes consistent with these Terms of Reference and the Friendship Agreement.</p> <p>The Committee also has decision making powers and accountability for the expenditure of funds raised by it, contributed by partner organisations, or donated by other organisations and individuals.</p> <p>Partner and associated organisations may retain sole control over funds they contribute, but shall expend and account for them as agreed under the terms of any MOU or Letter of Agreement, or as otherwise agreed by the Committee.</p> <p>Only committee members as determined by appointment by Council.</p> <p>All decisions creating financial commitments (against the funds raised by the Committee or against the Councils' East Timor Partnership Project Cost Centre budget) shall be taken on the basis of a motion with a mover and seconder and determined by a simple majority of votes on a show of hands.</p> <p>Expenditure of funds raised by the Committee shall only be authorised on the basis of such a vote.</p> <p>Retrospective approval may be provided by the Committee for minor or altered expenditures, and for re-allocation of expenditures previously approved, where circumstances change materially between meetings.</p> <p>Other decisions will usually be taken on the basis of a simple majority, determined by a show of hands.</p> <p>The Chair may seek to determine consensus, or take a non-binding vote by a show of hands, involving all participants at a meeting to guide subsequent formulation of motions or to provide general advice to the Project Officer or the convenor of a sub-committee or working group.</p>
<p>Timeline for involvement</p>	<p>Membership begins at the meeting following appointment and spans a term of two years.</p> <p>Members may be re-appointed for a further term or terms as agreed by the Committee.</p>

Attachment 2

Friends of Aileu Community Committee Terms of Reference

<p>Relevant information and references</p>	<p>Friendship Agreement 2016 (Aileu – Hume – Moreland) Municipal Cooperation Agreement 2016 (Hume – Aileu) Municipal Cooperation Agreement 2016 (Moreland – Aileu) Friends of Aileu Governance and Relationships www.moreland.vic.gov.au/friends-of-aileu also reached via Contact_Details/Your_Council/Your_Councillors/Council_Committees">www.hume.vic.gov.au/About Us Contact Details/Your Council/Your Councillors/Council Committees > Community Committees > Friends of Aileu</p>
<p>Any other information</p>	<p>The Committee shall raise funds to support agreed activities in Aileu from within the community or from donations from partner organisations and other supporting individuals or organisations. Funds shall be held and managed in accounts supervised by Moreland City Council or Hume City Council. The Committee, assisted by the Project Officer, will report on the use of all funds raised and donations received and all expenditures.</p> <p>All projects supported by funds raised by the Committee shall be defined and agreed with the Aileu Municipal Administration, Aileu Relationship Commission, or other responsible organisations or persons in Aileu, with funds provided generally by international money transfer to the relevant responsible organisation's bank account. All implementing organisations in Aileu shall be required to provide a report on all projects that receive funding support.</p> <p>The Committee may develop informal partnerships with supporting organisations in Australia and implementing organisations in Aileu. Substantial and ongoing partnerships may be guided by a Memorandum of Understanding signed on behalf of the organisation and the Moreland and Hume City Councils.</p>
<p>Approval date</p>	<p>September 2016</p>
<p>Next review date</p>	<p>December 2017</p>

**SELECTION CRITERIA AND PROCESS FOR APPOINTMENT OF INDIVIDUAL
(COMMUNITY AND SPECIAL INTEREST) MEMBERS TO THE
Friends of Aileu Community Committee**

Eligibility for Membership

Committee and special interest membership through expression of interest is open to:

- Community members: all interested persons who live, work or study in Moreland or Hume and have an active interest in Timor-Leste (up to 12 no.), and
- Individual special interest members: persons with a demonstrated personal or professional connection to Aileu or Timor-Leste, but not necessarily living, working or studying in Moreland or Hume (up to 4 no.)

Application Process

Applicants should fill in the application form as required and submit it by the due date.

Selection Process

Expressions of Interest will be invited and applications will be considered by the Manager Governance and the Convenor. Recommendations will be provided to Council for final decision at which time all candidates will be advised of the outcome.

Selection Criteria

Selection of members shall be based on assessment of each individual applicant's ability to contribute to achievement of the Purpose and Scope of the Committee and to fulfil the relevant Roles, Responsibilities and Accountabilities, as detailed in the Terms of Reference.

REPORTS – CULTURE AND COMMUNITY**5 DECEMBER 2016****ORDINARY COUNCIL MEETING OF COUNCIL**

Attachment 3 - Friends of Aileu Community Committee current membership 2016

Name	Organisation	Council Area	Category	Note
Cr Samantha Ratnam	Moreland City Council	Moreland	Chair and Deputy Chair by agreement usually rotated	A new appointment to be made by each Council
Cr Helen Patsikatheodorou	Hume City Council	Hume		
Carlo Carli	Merri Health	NA	Partner organisation	
Katarina Angelopoulos	Merri Health alternate	NA	Partner organisation	
Martin Hall	North Richmond Community Health	NA	Partner organisation	
Ben Walta	CERES	NA	Partner organisation	
Paul Adams	CERES alternate	NA	Partner organisation	
Patricia Vickers Rich	Monash University Science Centre	NA	Partner organisation	
Anne Jungwirth	NA	Hume	Community member	
Gary Jungwirth	NA	Hume	Community member	
John Rutherford	NA	Hume	Community member	
Richard Brown	NA	Moreland	Community member	
Mark Higginbotham	NA	Moreland	Community member	
Jeff Tyson	NA	Moreland	Community member	
Heather Bridges	NA	Moreland	Community member	
Tania Deguara	NA	Moreland	Community member	
Glenyys Romanes	NA	Moreland	Community member	

The Committee Terms of Reference provide for additional partner organisation representatives and community member positions.

Attachment 4



Hon Natalie Hutchins MP

Minister for Local Government
Minister for Aboriginal Affairs
Minister for Industrial Relations

1 Spring Street
Melbourne, Victoria 3000
Telephone: 03 8392 6125
DX2102928

Cr Helen Patsikatheodorou
Mayor
Hume City Council
PO Box 119
Dallas VIC 3047

Ref: MBR031191



Dear Cr Patsikatheodorou

MUNICIPAL PARTNERSHIP WITH AILEU, TIMOR-LESTE

The Governments of Timor-Leste and Victoria share a long relationship based on friendship and mutual respect. This reflects the strong Timorese community in Victoria, and we are proud to have the largest Timorese population outside of Timor-Leste. It also builds on the work of our voluntary Friendship Groups, and the support of many of our councils.

As you are aware, Timorese municipalities face a number of challenges in progressing towards democratic local government. I am honoured that Victoria's local government sector is providing support through our program of Municipal Cooperation Agreements – a unique international arrangement uniting national, state and local level partners. It is wonderful to see so many Victorian councils willing to share their skills, knowledge and experience, in ways that match Timorese needs with Victorian council capabilities and capacity.

It is also heartening to see the support of local communities in engaging with Timor-Leste. While the program is intended primarily to support skills development of our Timorese colleagues, I understand that Victorian councils themselves often report significant benefit from their involvement. This often includes enhancing cultural understanding and community engagement within our councils and communities, and staff development and retention through opportunities for involvement in this frequently complex and challenging work.

As you may be aware, the Government of Timor-Leste has recently delegated a number of core competencies to its municipalities, with expanded Budgets to follow from 1 January 2017. Local Government Victoria (LGV) is continuing to work with Timor-Leste's Ministry of State Administration to examine opportunities for Victorian councils to assist their municipal partners in delivering on their increased service delivery expectations.

As such, I am writing to thank you for Hume City Council's ongoing interest and involvement with your Timorese municipal partner, Aileu. I look forward to the continued work between LGV, Hume and the broader suite of Victorian signatory councils as we contribute to this critical democratic process in Timor-Leste.

HUME CITY COUNCIL	
IN 2016/46208	
20 OCT 2016	
DOCUMENT No:	HCCOS/29-06
FILE No:	
REFERRED:	Chris Adams
COPIES TO:	cc - Felicity Leahy cc - David White

(M)



I have enclosed for your information a copy of the "Dili Declaration," signed by Timorese, Portuguese and Australian partners at the conclusion of the 5th *Conference on Deconcentration, Administrative Decentralisation and Local Government* in Dili on 29 August 2016. This is an important document in acknowledging the history of international effort at the municipal level and committing to ongoing partnerships.

Yours sincerely



HON NATALIE HUTCHINS MP
Minister for Local Government

13 OCT 2016



DÍLI DECLARATION

The organizations identified below, participants in the Vth Conference on Administrative Deconcentration and Decentralization and Local Government, held in Díli between the days of 17th and 18th of August 2016, in the city of Díli, Timor-Leste

PRAISING the efforts undertaken by the several constitutional governments of the Democratic Republic of Timor-Leste towards the reform of the Local Administration with the purpose of creating a free and democratic Local Government able to meet the interests of local communities.

RECOGNIZING that the creation of Local Government in Timor-Leste will contribute to the increased quality, quantity and proximity of goods and services to the citizens, specially to those residing further from the city of Díli.

UNDERSTANDING that the creation of Local Government in Timor-Leste will strengthen national cohesion and consolidate democracy and a Democratic State based on the Rule of Law in this young country.

CONSCIOUS that the process of creating Local Government faces, and has to overcome, complex challenges, namely on the matters of infrastructure, Local Administration human resource capacity, and development and introduction of administrative systems at the local level.

CONVINCED that the establishment of a cooperation platform for the creation of Local Government in Timor-Leste, involving our traditional development partners, our friends from national, state and local governments, and nongovernmental organizations, will facilitate the sharing of knowledge and experiences in the domain of administrative decentralization and overcome the challenges that the latter faces in Timor-Leste.

INVOKING the historic bonds of friendship and of solidarity existing between the Timorese people, the Portuguese people and the Australian people.

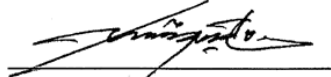
REMEMBERING the existence of cooperation agreements made in the domain of administrative decentralization between our traditional development partners, national, state or local governments and nongovernmental organisations from our countries of friendship.

TAKING NOTE of the approval, by the 70th General Assembly of the United Nations, of the 2030 Sustainable Development Agenda, which adopted the goal of "Strengthening global partnership for sustainable development, complemented by multisector partnerships mobilizing and sharing knowledge, expertise, technology, and financial resources, to support the realization of the sustainable development objectives in all countries, particularly in developing countries".

DECLARE:

1. Their friendship and solidarity towards the Democratic Republic of Timor-Leste and the Timorese people in order to implement free and democratic Local Government in Timor-Leste.
2. To support the efforts undertaken by the Government of the Democratic Republic of Timor-Leste in order to improve the quantity and the quality of public goods and services provided to the citizens, notably through processes of deconcentration and decentralization of competencies to support Local Administration.
3. Their availability to revitalize and deepen the bonds of cooperation established with the Democratic Republic of Timor-Leste beyond the current legislature, where that may be the wish of the National Institutions of Timor-Leste.
4. The will to share knowledge and experience gathered in the domain of administrative deconcentration, administrative decentralization, Local Government, local development and fostering the development of the private sector in rural areas.
5. To support the development of relationships between Australian and Portuguese civil societies and local communities for the improvement of the populations' quality of life.
6. To congratulate the Ministry of State Administration for the organization of the Vth Conference on Administrative Deconcentration and Decentralization and Local Government.

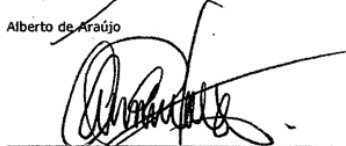
Díli, 18 August 2016



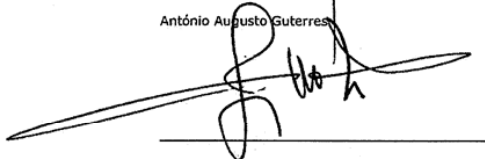
Administrador do Município de Aileu
João Tilman do Rego



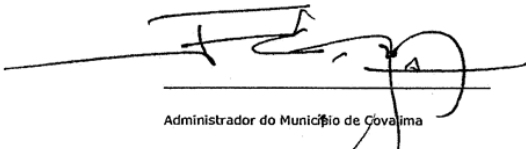
Administrador do Município de Ainaro
Alberto de Araújo



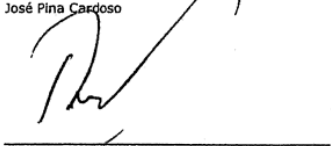
Presidente da Autoridade Municipal de Baucau
António Augusto Guterres



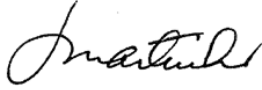
Presidente da Autoridade Municipal de Bobonaro
Zeferino Soares dos Santos



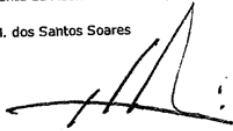
Administrador do Município de Cova Lima
José Pina Cardoso



Presidente da Autoridade Municipal de Díli
Gaspar Soares



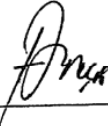
Presidente da Autoridade Municipal de Ermera
José M. dos Santos Soares



Administrador do Município de Lautém
Zeferino dos Santos Sequeira



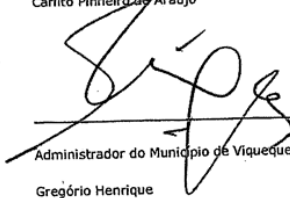
Administrador do Município de Liquiçá
Domingos da Conceição dos Santos



Administrador do Município de Manatuto
Fernando D. de A. Sousa Junior



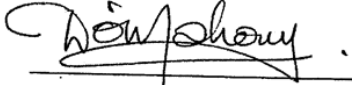
Administrador do Município de Manufahi
Carlito Pinheiro de Araújo



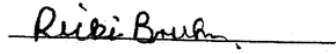
Administrador do Município de Viqueque
Gregório Henrique



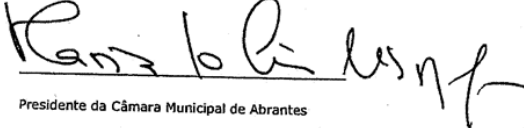
Vice-Presidente da Câmara Municipal de Paredes
Pedro Mendes



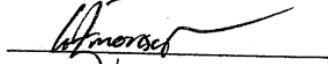
National Convener Australia Timor-Leste Friendship Network
Derarca O'Mahony



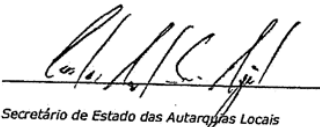
Vice-President of Local Government Professional Australia
Ricki Bruhn



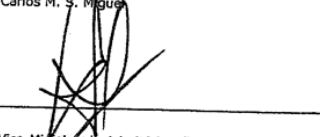
Presidente da Câmara Municipal de Abrantes
Maria do Céu Albuquerque



Executive Director of Victoria State Government
Graeme Emonson



Secretário de Estado das Autarquias Locais
Carlos M. S. Miguel



Vice-Ministro da Administração Estatal
Tomás do Rosário Cabral

REPORT NO:	CC043
REPORT TITLE:	Hume City Council Volunteering Program
SOURCE:	Jean Tusler, Hume Volunteer Coordinator
DIVISION:	Community Services
FILE NO:	HCC08/13
POLICY:	-
STRATEGIC OBJECTIVE:	3.1 Foster socially connected and supported communities.
ATTACHMENTS:	Nil

1. SUMMARY OF REPORT:

The purpose of this report is to provide information on Council's volunteering activities during 2016, and proposes that Council hosts a volunteer and community capacity conference in 2017.

2. RECOMMENDATION:

That Council:

2.1 notes the contents of this report.

2.2 adopts the proposal for a Volunteering in Hume Conference to be held on 13 May 2017.

3. LEGISLATIVE POWERS:

3.1 The Local Government Act 1993 stipulates that the "primary objective of a Council is to endeavour to achieve the best outcomes for the local community having regard to the long term cumulative effects of decisions". Furthermore; councils must give regard to the objectives "to improve the overall quality of life of people in the local community".

3.2 Council's Strategy; '*Learning Together 2030 Shaping Lifelong Learning in Hume City to 2030*' provides the strategic direction for Council's volunteer development and delivery programs.

3.3 The Learning Together 4 Action Plan 2014 - 2017 details the key actions that Council will undertake to promote volunteering as an activity that can meet individual needs, whether it is a pathway to employment, social connections, sharing or developing new skills.

4. FINANCIAL IMPLICATIONS:

Provision has been made in the 2016/2017 operational budget to enable ongoing support to volunteering activities such as a Volunteering in Hume Conference 2017 and volunteer recognition.

5. CHARTER OF HUMAN RIGHTS APPLICATION:

This report aligns with Hume City Council's Social Justice Charter 2014. The planning, development and delivery of volunteer programs supports a variety of human rights including the right to learning throughout life and the right to participate in the public and cultural life of the community.

REPORT NO: CC043 (cont.)

6. DISCUSSION:

The following discussion provides an overview of the key aspects of Hume City Council's volunteer programs.

6.1 Hume Volunteer Gateway Program

- 6.1.1 In 2009 the Hume Volunteer Gateway (HVG) Program launched the free online database service that supports matching individuals to suitable volunteering opportunities based on their interests and skills, and the needs of organisations requiring volunteers. The service also provides advice to residents who want to use their time to help through volunteering while gaining important life and professional experiences. HVG likewise offers recruitment assistance and training support to organisations working with volunteers.
- 6.1.2 Since 2009, the HVG has seen more than 260 organisations and 19,885 volunteers registered.
- 6.1.3 The HVG continues to respond to the needs of the community and encourages participation in local volunteering as part of a life-long learning process. Currently there are more than 80 actively registered organisations on the HVG, including community groups, small to medium not-for-profits, neighbourhood houses, schools, disability groups and multicultural groups.
- 6.1.4 The HVG continues to connect individuals and community groups to the many different volunteering opportunities in the community including areas such as age care, retail, events, environment, children services, family support, sporting and social clubs, libraries and information technology. The following feedback received from a volunteer highlights the benefit of the HVG to the community:
- “Volunteering has allowed me to give back time and support to parents and children. I have formed lasting friendships with other volunteers, supporting each other through good and bad times” (Community Volunteer, 2015).*
- 6.1.5 In March 2016 a new volunteer database (Better Impact Community software) was implemented to support the growing demand for this service. The new database now allows organisations to add an unlimited number of volunteering opportunities to the database and to customise organisation settings, making it easier for potential volunteers to connect with local organisations. Since implementation, more than 250 new volunteers have registered and approximately 28 new volunteering involving organisations have registered.

6.2 Hume City Council Internal Volunteers

- 6.2.1 Since 2003 Hume City Council has provided internal volunteering opportunities across many services and departments. Providing benefits to both the organisation and the volunteer such as learning new skills, meeting people, making new professional contacts, increasing confidence and improving wellbeing. The following feedback from a Council volunteer highlights some of the benefits of volunteering:
- “Volunteering changed my life in a positive way, firstly meeting new people from different cultures and secondly by allowing me to develop my qualifications and skill” (Council volunteer, 2015).*
- 6.2.2 The Hume City Council internal volunteer program continues to encourage active participation in the community, with more than 350 volunteers from diverse backgrounds, helping various Council departments to deliver a range of programs and services to Hume residents. Volunteers assist with: delivering meals on wheels, home library delivery, English conversation groups, bilingual story time, technology support, community transport support, tourism, events and festivals.

REPORT NO: CC043 (cont.)

6.3 Tax Help Program

- 6.3.1 From 1 July to 31 October 2016, the Hume Volunteer Program collaborated with the Australian Taxation Office (ATO) to run a free tax return service for our residents called Tax Help. The ATO provided accreditation training to nine Tax Help volunteers to help more than 410 Hume residents complete their 2015-16 tax returns.

6.4 National Volunteer Week May 2016 Celebrations

- 6.4.1 Hume City Council hosted an annual morning tea on 11 May 2016, which celebrated HVG and volunteers who dedicate their time and skills to help others in the community. More than 120 volunteers attended with the Mayor, Councillors and staff.
- 6.4.2 An Introduction to Volunteering information session was held during National Volunteer Week on 12 May 2016, with more than 30 community members attending the session. The session included: a guest speaker from Volunteer West on volunteering, introduction training regarding the HVG online service and case studies presented from five organisations showcasing their volunteering opportunities.

6.5 Volunteer in Hume Conference 2017

- 6.5.1 As part of the 2017 National Volunteer Week celebrations on 13 May, the Community Development and Learning Department proposes to host a Volunteering in Hume Conference. The key aspects of the conference will be:
- how to get the best out of a volunteer experience for both the volunteer and the organisation or community group.
 - supporting local community groups and organisations to build and enhance their skills and knowledge on how to engage and work with volunteers.

Self-selection workshop topics may include:

- volunteer recruitment
 - working with volunteers from diverse communities
 - volunteering as an employment pathway
 - future trends and issues in volunteer management
 - measuring volunteer impact
 - retention of volunteers
 - support and supervision
 - youth volunteerism
 - volunteering and digital media.
- 6.5.2 The key target groups for participation within the Volunteering in Hume Conference will include: community groups who manage volunteers, HVG registered organisations and Council staff who work with volunteers.
- 6.5.3 The potential benefits arising from the proposed conference include:
- Sharing and learning from volunteer practice;
 - Supporting and strengthening connections between volunteer organisations and volunteers;
 - Encouraging Hume residents to become volunteers and to share and build their many talents.

REPORT NO: CC043 (cont.)

7. CONCLUSION:

Volunteering is a community capacity building activity and effective volunteer engagement is essential to building welcoming, connected and resilient communities. Volunteers support many of the services that respond to the needs of the community. A Volunteer in Hume conference is proposed to be delivered with key volunteer leaders, as part of the 2017 National Volunteer Week celebrations, in the month of May.

REPORT NO:	CC044
REPORT TITLE:	2017 Community Grants Program
SOURCE:	Alana Winter, Community Development Officer; Romany Amarasingham, Coordinator Community Development
DIVISION:	Community Services
FILE NO:	HCC16/231
POLICY:	-
STRATEGIC OBJECTIVE:	3.1 Foster socially connected and supported communities.
ATTACHMENT:	1. <i>Attachment 1 - 2017 Community Grants Recommended Applications</i>

1. SUMMARY OF REPORT:

- 1.1 The following report outlines the 2017 Community Grants Program process including, eligibility and assessment of the applications received. It further recommends the award of 138 Community Activity Grants, 2 Innovation Grants and 10 Partnership Grant applications for 2017 (Attachment 1).
- 1.2 The applications received under the 2017 Community Grants Program represent the significant and valuable range of initiatives that have been proposed by local organisations and groups. These programs and projects contribute to enhancing opportunities for Hume citizens to participate in activities that aim to enhance wellbeing and build a stronger and more socially inclusive Hume community.

2. RECOMMENDATION:

That Council:

- 2.1 approves the allocation of \$157,500.00 under the Community Activity Grant category**
- 2.2 approves the allocation of \$7,400.00 under the Innovation Grant category**
- 2.3 approves the allocation of \$99,811.00 under the Partnership Tier 1 and 2 categories**
- 2.4 approves the allocation of \$110,260.00 Pre-committed Partnership funding.**

3. LEGISLATIVE POWERS:

- 3.1 The provision of Community Grants is within Council's power under the Local Government Act, 1989.

4. FINANCIAL IMPLICATIONS:

- 4.1 Council's 2016/17 budget provides \$365,666 for the Community Grants Program. The total allocation of \$374,971 as summarised in Table 1, details the disbursement of the grant funding. This recommendation is \$9,305 over the 2016/17 budget allocation.

Table 1: 2017 Community Grants Allocation

Community Grants 2017	Allocation
Community Activity Grants	\$157,500.00
Innovation Grants	\$ 7,400.00
Partnership Tier 1 and 2 Grants	\$ 99,811.00
Pre-Committed Partnership Tier 1 and 2 Grants	\$110,260.00
Total Community Grants Funding 2017	\$374,971.00

REPORT NO: CC044 (cont.)

5. CHARTER OF HUMAN RIGHTS APPLICATION:

5.1 The Community Grants Program is underpinned by Council's Social Justice Charter to ensure a human rights based approach in Council's decision making process. Hume City Council's Social Justice Charter 2014 recognised that every citizen has the right to a quality of life that allows them to freely realise their potential. The Charter seeks to advance a fair and just society and to promote respect for every citizen, encourage community participation, strengthen community wellbeing and reduce the causes of disadvantage.

6. COMMUNITY CONSULTATION:

6.1 To prepare and support the community to access the online applications, systems were developed and implemented to provide a seamless and user-friendly approach to the 2017 Program. This included additional training sessions offered at the Broadmeadows Community Hub as well as at the three principle population centres of Broadmeadows, Craigieburn and Sunbury.

6.2 Between June and July 2016, the Community Capacity Building Team delivered 3 Information sessions and 4 Application Support sessions across the municipality to support the community with the online application process. In addition, one on one sessions were offered to groups requiring further support. As a result of this increased level of support, staff had the opportunity to directly connect with community groups and develop a deeper understanding of their needs.

6.3 Community Grants Information sessions were held at Broadmeadows, Craigieburn and Sunbury. Advanced notice of the Information Sessions was provided through the local newspapers and invitations were issued to over 600 groups and organisations throughout Hume. In addition, the Hume City Council website was continuously updated with information and links necessary to keep the community up-to-date with all relevant information.

6.4 Community Support sessions were held in Broadmeadows, Craigieburn and Sunbury. Laptops and scanners were provided for community groups to complete their application with the support of Council officers. The sessions were well received, particularly by participants that had limited or no knowledge of computers and/or where language may have been a barrier. Participants commented that the online application was user friendly, accessible and helped to build skills for future use.

6.5 In total there were 7 sessions offered across Hume with approximately 150 people attending.

6.6 Phone enquiries for the 2017 Grants Program were recorded from May to August to support the community through the application process. Over 80 calls were received.

7. DISCUSSION:

7.1 Background

7.1.1. The 2017 Community Grants structure aims to respond to the current and emerging needs of the community and to ensure Council demonstrates best practice in the provision of Community Grants. The structure is consistent with the 2016 Program and is summarised in Table 2 below:

Table 2: 2017 Community Grants Structure

Category	Maximum Allocation
Community Activity Grant	Up to \$2,000/applicant
Innovation Grant	Up to \$5,000/applicant
Partnership Grant Tier 1	Up to \$10,000/applicant
Partnership Grant Tier 2	Up to \$20,000 (if matched by \$10,000 from applicant organisations)

REPORT NO: CC044 (cont.)

- 7.1.2 Community Activity Grants enable small and or newly forming local groups and organisations to meet costs including incorporation, insurance, promotion, small equipment purchases and venue hire. Funds of up to \$2,000 enable groups to meet the costs associated with group activity and operational expenses.
- 7.1.3 The Innovation Grant category aims to encourage and facilitate new ideas and actions, with a particular emphasis on supporting projects to build capacity and/or sustainability. The maximum available is up to \$5,000.
- 7.1.4 Partnership Grants are divided into two streams; Tier 1 provides up to \$10,000 annually for 1 to 3 years, while Tier 2 provides up to \$20,000 annually for up to 3 years, and requires applicants to make a cash contribution for each additional dollar in excess of the initial \$10,000.

7.2 Overview and Assessment of Grant Applications

- 7.2.1 Council received a total of 171 applications for Community Grants in the Activity, Innovation and Partnership categories, requesting a total of \$1,009,950.40.
- 7.2.2 This represents an increase of 11.76% from 2016 in the number of applications lodged. Of the 171 applications received, 45 came from organisations who have not previously applied for a Community Grant.
- 7.2.3 22 applications were deemed ineligible and/or unsuccessful in accordance with the grant assessment criteria.
- 7.2.4 The variety and quality of applications received demonstrated the diversity and growth of local organisations providing opportunities for participation and inclusion across the community.
- 7.2.5 Applicants were asked to respond to four broad questions as follows:
 - (i) Why is the project needed?
 - (ii) What will the project achieve?
 - (iii) Who is involved in the delivery of the project?
 - (iv) How will the project be achieved?

In addition, Innovation and Partnership applicants were required to supply further information to demonstrate the applicant's experience in managing complex projects, attracting additional resources, evaluating and demonstrating outcomes. Furthermore Partnership Tier 2 grant applicants were required to provide evidence of their ability to provide matching funds.

Applications are assessed according to the funding criteria communicated at the community information sessions and in the Community Grants Information Kit and Application Form. Assessment scores are weighted and eligible applications are ranked. Based on the ranking of the application, the funding amount is allocated to each successful application.

7.3 Assessment Panels

- 7.3.1 The Assessment process is governed by the following 3 Panels:
 - (i) The Community Development and Learning Assessment panel (CDLAP)
 - (ii) The Officer Assessment panel (OAP)
 - (iii) The Councillor Assessment panel (CAP)
- 7.3.2 Community Activity Grants were assessed by the Community Development and Learning Team. The Panel was chaired by a Community Development Officer.

REPORT NO: CC044 (cont.)

7.3.3 Innovation and Partnership Tier 1 & 2 Grants were assessed by the OAP made up of Council officers who are selected to provide cross organisational representation and expertise. The Panel was chaired by the Coordinator Community Capacity Building.

7.3.4 Recommendations were formulated as a result of the CDLAP and OAP assessment process and were presented to the CAP for its deliberation. Four Councillors were nominated to serve on the CAP (CC040).

The CAP met on the 21st and 22nd of November 2016, and formulated recommendations for Council consideration. The recommendations for the 2017 Community Grants are presented in Attachment 1.

7.4 Notification of Grants and Conditions

7.4.1 All applicants will be notified of the outcome of their application by letter. Applicants who are successful will receive a funding agreement and will be provided with on-going support by Council's Community Capacity Building Team. Unsuccessful or ineligible applicants will be provided with the opportunity to discuss their applications with Council officers, and will be supported to develop their proposal and if applicable, referred to other service providers or community groups to explore possible partnerships to develop a stronger application for future funding opportunities.

7.4.2 All grant recipients will be required to comply with standard conditions of the grant; the funds must only be used for the purpose described and are to be acquitted annually. In addition, recipients will be required to adhere to conditions developed in relation to their particular application.

7.5 Community Grants Presentation Evening

7.5.1 All successful grant recipients are required to attend the Community Grants Presentation Evening at the Hume Global Learning Centre-Craigieburn on Wednesday 8 February 2017. Funds will be transferred via electronic funds transfer on the 9 February 2017 pending organisation attendance at the Presentation Evening.

7.5.2 It is proposed that, in accordance with past practice, that the Manager Community Development and Learning be authorised to waive attendance at the Presentation Evening where the grant recipient establishes reasonable grounds for non-attendance.

8. CONCLUSION:

Council is committed to enhancing the social outcomes of our proud and diverse community. The Community Grants Program enables Council to work in partnership with Hume's not-for-profit groups and organisations to create sustained and positive change and to further build community inclusion and wellbeing.

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ORDINARY COUNCIL MEETING OF COUNCIL

Attachment 1 - Attachment 1 - 2017 Community Grants Recommended Applications

ATTACHMENT 1: Councillor Assessment Panel's (CAP) recommendation for the funding allocation of \$374,971 under the 2017 Community Grants Program

Table No.	Year	No.	Category	Amount
1	2015	1	Pre-committed Partnership Tier 1	\$10,000.00
2	2015	3	Pre-committed Partnership Tier 2	\$60,000.00
3	2016	3	Pre-committed Partnership Tier 1	\$30,000.00
4	2016	1	Pre-committed Partnership Tier 2	\$10,260.00
5	2017	138	Community Activity Grants	\$157,500.00
6	2017	2	Innovation Grants	\$7,400.00
7	2017	4	Partnership Tier 1 Grants	\$28,000
8	2017	6	Partnership Tier 2 Grants	\$71,811.00
	2017	158	Total 2017 Recommended Allocation	\$374,971.00

Pre-committed Funding

Councillor Assessment Panel Recommendation:

That the Council's Pre-commitment to the 2015 and 2016 Community Grants Program - Partnership Tier 1 and Tier 2 grants, is approved, and the amount of \$110,260 awarded. Tables 1, 2, 3 and 4 detail the projects and amounts awarded.

Table 1

2015 Partnership Tier 1				
	Name	Purpose	Funding Year	\$
1	Bridging Worx Inc.	Year 3 contribution towards the RISE UP Project: A 3 year youth empowerment and community connections program for young disadvantaged people with disabilities from Hume's diverse CALD communities.	Year 3	\$10,000
Total Pre-committed: 1, 2015 Partnership Tier 1 Grant				\$10,000

Table 2

2015 Partnership Tier 2				
	Name	Purpose	Funding Year	\$
1	Kids Thrive Inc.	Year 3 contribution towards a 3 year 'KIND, Song and Story' Project to promote cultural empathy. The program is to be delivered to Catholic, Islamic and State schools in southern Hume. The program has been designed and piloted to create an inclusive and harmonious appreciation of cultural difference.	Year 3	\$20,000
2	Life Saving Victoria Ltd	Year 3 contribution towards a 3 year 'Survival Skills for Senior Citizens' Program. A program to reduce the increasing rate of aquatic related drowning deaths and injury of people aged 60 years and over. The project aims to empower Hume's seniors and CALD community.	Year 3	\$20,000

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Attachment 1 - Attachment 1 - 2017 Community Grants Recommended Applications

3	Outer Urban Projects	Year 3 contribution towards the progression of the 'Zone2-Hume Ensemble and Outreach' Project. A program aimed to address the lack of engagement of young people aged 13-25 from Hume with contemporary performing art skills and practice.	Year 3	\$20,000
Total Pre-committed: 3, 2015 Partnership Tier 2 Grant				\$60,000

Table 3

2016 Partnership Tier 1				
	Name	Purpose	Funding Year	\$
1	Victorian Skateboard Association (VSA)	Year 2 contribution towards 'All Aboard' a co-educational, free skate park workshop program with equipment provided. 'All Aboard' will focus on increasing male and female skateboarding participation in Hume.	Year 2	\$10,000
2	Oorja Foundation	Year 2 contribution towards a Domestic Violence Project to engage, create awareness, discussion and provide support to Hume's Indian community. The foundation focuses on issues of domestic violence, inter-generational conflict, child safety, elder abuse and social isolation affecting the elderly.	Year 2	\$10,000
3	Operation Newstart	Year 2 contribution towards the Operation New Start Program. The program is designed to run in partnership with local schools, mental health agencies and Victoria police to address youth disengagement, early school leavers and break the cycle of disadvantage.	Year 2	\$10,000
Total Pre-committed: 3, 2016 Partnership Tier 1 Grants				\$30,000

Table 4

2016 Partnership Tier 2				
	Name	Purpose	Funding Year	Amount \$
1	Raise Foundation	Year 2 contribution towards BUMP, which supports vulnerable young pregnant/parenting girls, aged 13-23.	Year 2	\$10,260
Total Pre-committed: 1, 2016 Partnership Tier 2 Grant				\$10,260

Total Pre-committed 2015 and 2016 Partnership Tier 1 and 2 Grants				\$110,260
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ORDINARY COUNCIL MEETING OF COUNCIL

Attachment 1 - Attachment 1 - 2017 Community Grants Recommended Applications

Councillor Assessment Panel Recommendation:

That 138, 2017 Community Activity applications detailed within Table 5 below are deemed successful and a total of \$157,500 awarded.

Table 5

2017 Community Activity			
	Name	Purpose	\$
1	Holy Child Catholic Church Dallas	Contribution towards a Christmas luncheon for those who have no family or friends ensuring guests have a community to belong to on this very significant day. There are carol singers and Santa gives gifts to all.	\$1,400
2	Northern Turkish Family Association Inc.	Contribution towards reaching and connecting disadvantaged people with activities such as lunches and outings.	\$1,100
3	Sailability North	Contribution towards a sailing program for special development schools and institutions for students of variable intellectual and/or physical abilities, such as Broadmeadows Disability Services, Hume Valley School, Manor Lakes, Autism Plus.	\$1,100
4	Hmong Australia Society Inc.	Contribution towards our annual festival where the Hmong community comes together and celebrates the Hmong New Year held at Progress Reserve hall on 26 of December.	\$1,400
5	Northern Turkish Women's Association Inc.	Contribution towards activities for those who are socially isolated thus providing community development and health and wellbeing.	\$1,100
6	Riding For The Disabled Association Of Victoria Inc.	Contribution towards feed costs for our RDA horses.	\$1,400
7	Diamond Valley Multiple Birth Association	Contribution towards the Diamond Valley Multiple Birth Family Fun Day. This is an event for families who have twins, triplets, quads or more.	\$1,000
8	Zahrira Social Club	Contribution towards social, cultural, educational, recreational and sport activities for the members of the club.	\$1,000
9	Spanish Speaking Seniors Citizens Club Of Broadmeadows And Districts	Contribution towards administration and operating costs such as printing and stationery, Consumer Affairs Annual Return expenses and tea and coffee for meetings.	\$1,000
10	Gladstone Park Combined Probus Club	Contribution towards venue hire, public liability insurance and morning tea that is offered at monthly meetings.	\$1,000

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Attachment 1 - Attachment 1 - 2017 Community Grants Recommended Applications

	Name	Purpose	\$
11	Dallas Brooks Community Primary School	Contribution towards a community garden which will have fresh fruit, herbs and seasonal vegetables, promoting local food production and recycling of waste.	\$1,400
12	The Australian Halba Charity Association Inc.	Contribution towards venue costs, insurance and funding camps for socially isolated youth to encourage engagement.	\$1,400
13	M.A.P.S.CLUB.INC - Mature-Active-Person's-Social-Club-Inc.	Contribution towards the cost of light snacks for regular Friday and Sunday meetings, carpet bowls, computer classes, and day trips to places of interest.	\$1,400
14	Gladstone Park Senior Citizens Club Inc.	Contribution towards indoor bowling mats, bowling balls, scoreboards and cleaning articles.	\$1,400
15	Broadmeadows Obedience Dog Club	Contribution towards operating expenses and basic agility equipment to expand the training program of the club and increase variety/interest in training activities.	\$1,400
16	Meadows Primary School	Contribution towards supporting Hub activities with arts and craft materials, educational games and resources and other associated costs.	\$1,100
17	Essendon District Football League Inc.	Contribution towards creating a regional based Umpiring Academy targeting youth, multicultural, males and females to participate in a sport whilst developing their leadership, communication and inter personal skills.	\$1,400
18	Roxy Slimmers Inc.	Contribution towards Public Liability Insurance and general running costs of the club.	\$1,000
19	Friends of Will Will Rook Pioneer Cemetery Inc.	Contribution towards name tags for those graves without names and a reprint of our book.	\$1,000
20	Melbourne Solidarity Inc.	Contribution towards expert speakers and specialists in drug and alcohol abuse support to educate and empower members of the local community for individuals at risk.	\$1,400
21	Broadmeadows Mature Persons Unemployed Group Inc.	Contribution towards the yearly running costs of the delivery van which collects donated food from various locations around Melbourne and distributes food parcels to those who cannot come to the Hub to collect.	\$1,100
22	Broadmeadows Turkish Senior Citizens Club Inc.	Contribution towards providing Turkish senior citizens the opportunity to participate in social and recreational activities.	\$1,000
23	Coolaroo South Primary School	Contribution towards an experience facilitator to teach the women a variety of cultural dancing and the importance of dancing for the wellbeing and mental health of women.	\$1,400
24	Meadow Heights Turkish Senior Pension Association	Contribution towards general running expenses such as post box rental, consumer affairs costs, kitchen expenses and function costs.	\$1,000

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	Name	Purpose	\$
25	Hume Sri Lankans Seniors' Association Incorporated	Contribution towards administration costs and social excursions.	\$1,400
26	Hume Residents Airport Action Group	Contribution towards venue hire and printing costs for leaflets to raise awareness of Melbourne Airports proposed third east/west runway.	\$1,400
27	Chaldean League Foundation of Australia Inc.	Contribution towards materials required for English and painting classes.	\$1,400
28	Terminate Tullamarine Toxic Dump Action Group	Contribution towards the costs of technical reports, workshops and research regarding the rehabilitation of the site.	\$1,400
29	Merri Outreach Support Service	Contribution towards a fridge and kitchen costs for the "Pearcedale Pantry" project, providing access to free seasonal produce to a vulnerable community.	\$1,400
30	Broadmeadows & District Garden Club	Contribution towards venue hire for our Club meetings/Spring Show and affiliation/insurance costs.	\$1,100
31	Vietnamese Senior Citizens Group In Hume	Contribution towards activity costs such as day trips and catering social gatherings.	\$1,000
32	Greek Senior Citizens Club Of Gladstone Park & Tullamarine	Contribution towards subsidising bus trips for social outings.	\$1,100
33	Broadmeadows Greek Elderly Citizens Club Inc.	Contribution towards refreshments cost at weekly meetings.	\$1,000
34	Broadmeadows Community Toy Library Inc.	Contribution towards venue hire, running costs such as telephone and the purchase and maintenance of the toys.	\$1,400
35	Circolo Pensionati Italiani Di Gladstone Park Inc.	Contribution towards club outings and meetings such as entertainment and refreshments.	\$1,000
36	Saint Maratken Community Society Inc.	Contribution towards youth group meetings to participate traditional and cultural practices.	\$1,000
37	Vietnamese Women's Association In Broadmeadows Inc.	Contribution towards weekly group activities and refreshments.	\$1,000
38	Roxburgh Magpies Basketball Club	Contribution towards the reduction of registration fees to assist low income families, encouraging team work, fun, healthy life styles and community spirit.	\$1,100
39	United Khalsa Hockey Club Victoria	Contribution towards public liability insurance, equipment and First Aid kits.	\$1,000

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Attachment 1 - Attachment 1 - 2017 Community Grants Recommended Applications

	Name	Purpose	\$
40	Greek Orthodox Community Of Broadmeadows And Districts	Contribution towards hot meals for weekly meetings.	\$1,100
41	Broadmeadows Disability Services	Contribution towards the cost of a DJ to provide a monthly Disco for adults of all abilities.	\$1,100
42	St. John The Baptist for Alanish Community INC.	Contribution towards the St. John the Baptist Festival in January every year and excursions for the community.	\$1,000
43	Penola Catholic College	Contribution towards seedlings, potting mix and gardening equipment for the 'Jumpstart' program which caters for highly disengaged boys in Year 9.	\$1,400
44	Orhay Assyrian Language School	Contribution towards student stationary, excursions and visual aids such as big screen and some technology devices for students from a refugee background.	\$1,400
45	Broadmeadows Basketball Assn Inc.	Contribution towards subsidising the Basketball Victoria accredited Club Coaching Course for females to increase female leadership.	\$1,000
46	Upfield Soccer Club Incorporated	Contribution towards purchase of essential uniforms & equipment to establish the Upfield Soccer Club Girls' Team.	\$1,400
47	Yemeni Community Inc.	Contribution towards venue hire, computer and printer and sporting equipment.	\$1,400
48	Jacana Cricket Club	Contribution towards equipment and promotion costs of the junior cricket club.	\$1,000
49	Mesopotamia Visual Arts Society Inc.	Contribution towards venue hire, advertising and refreshments costs.	\$1,000
50	Northern Metropolitan Multicultural Seniors Clubs Network Inc.	Contribution towards meals for people at risk of becoming socially isolated on the last Sunday of the month every 2months.	\$1,100
51	Brunswick Sri Lankan Community Group Inc.	Contribution towards the annual concert organized by the Brunswick Sinhala Community Group to up-skill the knowledge of cultural values, beliefs and perceptions of the children's of Sinhala Language School.	\$1,000
52	Jacana Football Club	Contribution towards insurance costs for the club.	\$1,000
53	Sidrana Inc.	Contribution towards venue hire for sporting activities and equipment and training materials for defense classes.	\$1,400
54	Jackson's Creek Probus Club Sunbury	Contribution towards administration costs such as insurance and subsidising monthly speakers.	\$1,100

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Attachment 1 - Attachment 1 - 2017 Community Grants Recommended Applications

	Name	Purpose	\$
55	T.O.W.N Sunbury Branch [Take Off Weight Naturally]	Contribution towards weekly venue hire at Sunbury Neighbourhood house. Members meet 50 weeks annually for 1 1/2 hours.	\$1,000
56	Careworks Sunranges Inc.	Contribution towards the provision of food hampers. A box of food provides a balanced diet for 3 days for a needy household. Volunteers also deliver food to the elderly, infirm and housebound.	\$1,400
57	Probus Club of Sunbury Inc.	Contribution towards general running expenses allowing some events to be subsidised assisting our limited income seniors.	\$1,100
58	Sunbury Combined Probus Club Inc.	Contribution towards administration costs to allow membership fees to be kept low and some activities to be subsidised to maximise the affordability of membership.	\$1,100
59	Catholic Church Sunbury	Contribution towards the purchase of a display cabinet for the contents of a parish time capsule, plaque for the Centenary of Sisters of St Joseph celebrations and various activities such as lunches and bus trips.	\$1,000
60	Sunbury Ladies Bat'n'Rouge Club Incorporated	Contribution towards purchase of shuttlecock supplies.	\$1,000
61	Woodlands Ladies Probus Club of Sunbury Inc.	Contribution towards the cost of monthly guest speakers and bus trips various places of interest.	\$1,000
62	Tullamarine Sporting Club Inc.	Contribution towards contents and public liability insurance.	\$1,000
63	Sunbury Senior Citizens Club Inc.	Contribution towards carpet bowls mat for our seniors and public liability insurance.	\$1,000
64	Citizen Advocacy Sunbury & Districts Inc.	Contribution towards updating and improving our printed material and audio presentations to cater for the diverse members of our community.	\$1,100
65	Sunbury U3A Inc.	Contribution towards hiring a hall for ballroom dancing, insurance and partially fund the Christmas lunch.	\$1,100
66	Aqua Wolves Swimming Club	Contribution towards lane hire at the Sunbury Aquatic and Leisure Centre in Sunbury, the annual Swimming Victoria Affiliation fee and Competition fees.	\$1,000
67	National Servicemen's Association Of Australia Victorian Branch Inc.	Contribution towards the administration costs of running the Sub-Branch such as post box fee, postage, stationery, printing, photocopying, and insurance costs.	\$1,400
68	Kismet Park Primary School	Contribution towards the participation of students in an environmental workshop to assist them to develop strategies to recognise and monitor their feeling and reduce anxiety and stress.	\$1,000

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	Name	Purpose	\$
69	Australian Air League Incorporated	Contribution towards hall hire and public liability insurance.	\$1,100
70	Sunbury Amateur Swimming Club Inc.	Contribution towards the replacement of stolen stopwatches used on competition days and buying new swimming caps for swimmers when they represent the Sunbury swimming Club at interclub meets.	\$1,400
71	Sunbury Ladies Probus Group	Contribution towards speakers and refreshments for monthly meetings and subsidising bus travel for trips to places of interest.	\$1,400
72	Sunbury Choral Association Inc.	Contribution towards hire of Sunbury local venues for weekly choir and musical theatre rehearsals.	\$1,100
73	Tullamarine Football Club	Contribution towards the establishment of an Auskick centre at Jack Ginnifer reserve	\$1,400
74	Sunbury Garden Club	Contribution towards activities, speakers and ongoing maintenance of the Railway Garden.	\$1,400
75	Toastmasters International District 73	Contribution towards new colour printer and club operational costs for 2017.	\$1,000
76	The Sunbury Blue Light Disco Incorporated	Contribution towards music video screens, stands and protective casings for the Sunbury Blue Light Disco.	\$1,000
77	Sunbury Art Society Incorporated	Contribution towards public liability, volunteer and contents insurance.	\$1,000
78	Sunbury Family History Society	Contribution towards general running expenses and the purchase of new material to assist our members in their activities.	\$1,000
79	Sunbury Lay Ecumenical Committee Inc.	Contribution towards major outreach activities to celebrate in word and music the Christian message of Good Friday/Easter and Christmas.	\$1,000
80	Jackson Creek TOWN Club Inc.	Contribution towards gifts for visiting speakers, venue hire, post office box rental and incentive rewards and badges for members.	\$1,000
81	Dodgers Basketball Club Incorporated	Contribution towards the purchase of two sets of alternate basketball tops for our junior basketball teams.	\$1,000
82	Sunbury & District Heritage Association Inc.	Contribution towards rental payments for the office at the Sunbury Neighbourhood House, insurance costs to the RHSV and administration costs.	\$1,400
83	Sun Valley Common Equity Rental Housing Co Operative Ltd	Contribution towards monthly venue hire costs at Sunbury Heights Primary School.	\$1,000
84	1st Sunbury Cubs and Scouts - Scout Association Of Australia Victorian Branch	Contribution towards ongoing training for Joey, Cub and Scout leaders and outdoor equipment.	\$1,400

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	Name	Purpose	\$
85	Hume Men's Shed (Sunbury) Inc.	Contribution towards the purchase of Laser Printer & ID Card Software allowing us to securely manage our members' information in one central location.	\$1,000
86	Tullamarine Live Steam Society	Contribution towards the cost of public liability insurance to operate the miniature railway.	\$1,000
87	Sunbury Residents Association	Contribution towards incorporation fees, rental of premises for meetings and progress plans for a proposed forum addressing mental health and drugs concerns in the Sunbury Community.	\$1,000
88	Goonawarra Bilby's Playgroup Association Inc.	Contribution towards the hire of the Goonawarra Community Centre 4 times a week for 2 hours.	\$1,000
89	Sunbury Storm Softball Club Inc.	Contribution towards softball equipment and jerseys and caps for the junior players.	\$1,000
90	Sunbury Community Arts Network Inc.	Contribution towards public liability and volunteer insurance policies.	\$1,400
91	Bulla Agility Dogs Inc.	Contribution towards venue hire, public liability insurance, Auslan interpreter and equipment.	\$1,000
92	Sunbury And District Obedience Dog Club Inc.	Contribution towards instructor training and refreshments, printing of manuals and the creation of a training DVD.	\$1,000
93	Superoos Basketball Club Incorporated	Contribution towards court hire and coaching payment costs to run Superoos Junior Development Day, which provides an opportunity for children in Sunbury to develop their basketball skill.	\$1,000
94	Sunbury School of Calisthenics Inc.	Contribution towards printing and distribution of promotional flyers which are produced by local Sunbury companies.	\$1,000
95	Goonawarra Primary School	Contribution towards gardening equipment, seedlings and cooking utensils for a Special Needs Exploratory Environment to develop living skills by growing vegetables, weighing and measuring products, cooking, selling to the school community and eating what is grown.	\$1,000
96	Sunbury Toy Library	Contribution towards operating expenses such as venue hire, incorporation costs and toy maintenance.	\$1,000
97	Sunbury Community Progress Association Inc.	Contribution towards promotional material to cater for the diverse members of our community through printed material along with audio visual presentations.	\$1,000
98	Sunbury Little Athletics Centre Incorporated	Contribution towards venue hire, insurance fees, coaching course and equipment.	\$1,000
99	Sunbury Stitcher's and Quilters	Contribution towards venue hire and insurance.	\$1,100

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Attachment 1 - Attachment 1 - 2017 Community Grants Recommended Applications

	Name	Purpose	\$
100	Greek And Cypriot Social Welfare Centre	Contribution towards venue hire and running costs.	\$1,000
101	Hume City Swimming Club Inc.	Contribution towards pool hire over 11 club nights at a cost of \$2200. Our club trains six days a week, a club night every three weeks on Sunday evenings at Craigieburn Leisure Centre.	\$1,400
102	African Community Development Network Of Australia	Contribution towards providing music education to troubled children, restoring the love of music to restore lost self-esteem in order for the child to feel love and belonging within a social group that he or she has a connection to.	\$1,000
103	Hume Toastmasters	Contribution towards costs for providing a supportive learning environment where members learn skills and techniques to increase their confidence and improve communication and leadership skills.	\$1,100
104	Craigieburn Tennis Club	Contribution towards implementing a Sunday social casual tennis program aimed at introducing tennis to diverse women and teenage girls.	\$1,400
105	Bandicoot Chess Club Incorporated	Contribution towards regular chess education amongst players of all ages in the library and schools in Craigieburn and the purchase of equipment and teaching materials.	\$1,400
106	Rotary Club Of Greenvale Inc.	Contribution towards venue hire, insurance and webpage maintenance.	\$1,100
107	Craigieburn Support and Exercise Group Inc.	Contribution towards the insurance cost to run fitness and wellbeing programs that will be inclusive of all people living across Hume and districts, encouraging people to exercise and be active.	\$1,100
108	Eritrean Families In Hume And The North	Contribution towards a variety of activities such as youth camping activities, day trips, sports and religious and spiritual guidance for families.	\$1,000
109	Craigieburn Art Group	Contribution towards the Craigieburn Art Show and advertising costs to promote via website, facebook, local community papers, radio, periodicals mail outs and word of mouth.	\$1,000
110	Bhutanese Organisation In Australia Inc.	Contribution towards Nepali ethic classes, Youth Drama, Cultural dances and Citizenship Classes on a weekly basis.	\$1,400
111	Bhutanese Senior Citizens Group Inc	Contribution towards cultural and sporting events, excursions and English classes.	\$1,400
112	Cook Islands Community Northern Districts Assoc.Inc.	Contribution towards venue hire and public liability insurance	\$1,400

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	Name	Purpose	\$
113	Northern Men's Shed Inc.	Contribution towards rent, insurances, general shed expenses and attendance of state gathering, AGM and conference.	\$1,000
114	Circolo Pensionati Italiani Di Greenvale Inc.	Contribution towards administrative costs, kitchen supplies and subsidising foods for regular meetings.	\$1,000
115	Craigieburn South Primary School	Contribution towards an Education booklet which has been developed as a directory of all the educational organisations in the local area.	\$1,000
116	Probus Club of Craigieburn (Combined) Inc.	Contribution towards club activities such as day trips, luncheons and an annual 5 day trip.	\$1,100
117	Greek-Australian Recreational & Instructive League of Vic. Inc.	Contribution towards craft supplies and food provided at knitting workshops.	\$1,000
118	Campbellfield Lions Soccer Club	Contribution towards venue hire, electricity and uniform costs.	\$1,000
119	The Gurukul Inc.	Contribution towards teaching traditions, beliefs, customs and history of the Hindi language and the Culture of India.	\$1,000
120	One World Family Inc.	Contribution towards filming and editing costs for a documentary on local heroes.	\$1,000
121	Highlands Community Residents' Group Inc.	Contribution towards engaging local youth to organise and deliver an outdoor movie night and small neighbourhood carnival.	\$1,400
122	All Saints	Contribution towards venue hire to run 2 training sessions a week to identify future basketballers and develop them to the next level.	\$1,000
123	Northside Malayalee Community Club Inc.	Contribution towards Onam Festival, a harvest festival that unites all people regardless of race or religion.	\$1,000
124	1st Craigieburn Scout Group - Scout Association Of Australia Victorian Branch	Contribution towards insurance costs and training of leaders.	\$1,100
125	Kerala Hindu Society Melbourne Incorporated	Contribution towards venue hire and insurance to run kids club activities.	\$1,400
126	Campbellfield Heights Primary School	Contribution towards the salary of a facilitator 25 hours a week x 40 weeks to run a playgroup.	\$1,400
127	Roxburgh Park United Soccer Club Inc.	Contribution towards subsidising player registration, purchase equipment and print new member handbooks.	\$1,100

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	Name	Purpose	\$
128	North Victoria Srilankan Welfare Association Inc.	Contribution towards costs for the Soorya Udanaya 2017 Sri Lankan New Year Festival Soorya Udanaya 2017.	\$1,400
129	Help-Himalayan Youth Foundations Inc.	Contribution towards venue hire, refreshments and sound systems costs associated with 2 forums to bring the Bhutanese, Karen and Burmese refugee youth together.	\$1,000
130	Northern Thunder Rugby League Club	Contribution towards coaching and referee training, venue hire and small equipment focused towards increasing girls participation rates in rugby league.	\$1,000
131	Gateway Rotaract Club Inc.	Contribution towards a leadership camp, transport costs for homeless youth to help them to transition to independent living.	\$1,100
132	Craigieburn Historical Interest Group Incorporated	Contribution towards venue hire at Newbury, public liability insurance and associated administration costs.	\$1,100
133	Hmong Australia Festival Incorporated	Contribution towards insurance, language instructors, purchasing books and materials for Hmong language classes.	\$1,400
134	Craigieburn Bowling Club Incorporated	Contribution towards the purchase of indoor bowls which will be used on our bowling green for teaching new bowlers involved in our monthly "Try bowls days" and other events.	\$1,000
135	Circolo Pensionati Multiculturale De Greenvale Inc.	Contribution towards weekly club functions where a simple hot lunch cooked by volunteers is provided and costs associated with cultural activities.	\$1,000
136	Somali Inter-riverine Community Development Association Inc.	Contribution towards venue hire and the purchase office equipment and materials.	\$1,000
137	Art Enrichment	Contribution towards Play-Dance-Relax (PDR) for teens and young people, a social and emotional learning workshop that teaches essential life skills to teens through icebreaker games, free expressive dancing and guided relaxation exercises.	\$1,000
138	United Voice Of Australia	Contribution towards a health and wellness platform for women of Multicultural background with main focus on Aboriginal and Torres Strait Islander women and communities, for overall well-being.	\$1,000

**Recommended Allocation: Total 138 Community Activity Grants
\$157,500.00**

Councillor Assessment Panel Recommendation:

That 2, 2017 Innovation applications detailed within Table 6 below are deemed successful and a total of \$7,500 awarded.

Table 6

2017 Innovation			
	Name	Purpose	\$
1	Hume Valley School	Contribution towards the creation a frog bog and orchard, where students will learn about sustainable practices, biodiversity and gardening.	\$2,400
2	Craigieburn Basketball Association	Contribution towards engaging youth in a program that develops fine motor skills, the ability to follow instructions, engaging with the community and teaching about a healthier lifestyle encouraging dad's (parents) to be involved in the program and work alongside their child.	\$5,000
Recommended Allocation: Total 2 Innovation Grants			\$7,400

Table 7

Councillor Assessment Panel Recommendation:

That 4, 2017 Partnership Tier 1 applications detailed within Table 7 below are deemed successful and a total of \$28,000 awarded.

2017 Partnership Tier 1				
	Name	Purpose	Funding Year	\$
1	The Smith Family	Contribution towards The Learning Club a partnership between The Smith Family, Coolaroo South Primary School and Victoria University to provide literacy and numeracy support for students and an opportunity to engage parents in their child's learning by modelling enrichment activities they can do at home. Partnership Grants Commitment: 2018 - \$3000 2019 - \$3000	Year 1	\$3,000

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5 DECEMBER 2016

ORDINARY COUNCIL MEETING OF COUNCIL

Attachment 1 - Attachment 1 - 2017 Community Grants Recommended Applications

	Name	Purpose	Funding Year	\$
2	City of Hume Boxing Club Inc.	Contribution towards an education program for local at risk students (11-16) to improve attendance, academic achievement, and social and community participation, which improves life skills such as confidence, self-esteem, respect, discipline, leadership and goal setting through sport. Partnership Grants Commitment: 2018 - \$10000 2019 - \$10000	Year 1	\$10,000
3	Roxburgh Rise Primary School	Contribution towards Sawt Al Nissa which is a capacity building and leadership program targeting women from culturally and linguistically diverse backgrounds from Roxburgh Rise Primary School, which aims to empower and give voice to women through developing confidence and leadership skills.	Year 1 only	\$5,000
4	Second Chance Animal Rescue	Contribution towards the HOPP Project to assist disadvantaged members in our community to help their pets before they are unwell, dumped, or surrendered to pounds.	Year 1 only	\$10,000
Recommended Allocation: Total of 4, 2017 Partnership Tier 1 Grants				\$28,000

Councillor Assessment Panel Recommendation:

That 6, 2017 Partnership Tier 2 applications detailed within Table 8 below are deemed successful and a total of \$71,811 awarded.

Table 8

2017 Partnership Tier 2				
	Name	Purpose	Funding Year	\$
1	Brite Services	Contribution towards a Sustainable Gardening & Healthy Eating kitchen garden program, a hands-on, educative and fun experience aimed at building awareness of where food comes from and how to use it, thus increasing participant's food literacy to influence healthy food choices based on easy to access, nutritional information, increasing the life skills of participants (particularly those with disability).	Year 1	\$10,000

REPORTS – CULTURE AND COMMUNITY

5 DECEMBER 2016

ORDINARY COUNCIL MEETING OF COUNCIL

Attachment 1 - Attachment 1 - 2017 Community Grants Recommended Applications

2	Melbourne Symphony Orchestra (MSO)	Contribution towards The Pizzicato Effect which uses the power of music-making to inspire social, emotional and education engagement amongst under-served children within the City of Hume. Partnership Grants Commitment: 2018 - - \$20,000 2019 - \$20,000	Year 1	\$20,000
	Name	Purpose	Funding Year	\$
3	Westside Circus	Contribution towards 'Pages Fly in Hume', an early learning and literacy project combining stories, art and social circus to address the development needs of 3-5 year old newly arrived, refugee and asylum seeker children and their caregivers recently settled in Hume. Partnership Grants Commitment: 2018 - - \$11,750 2019 - \$11,750	Year 1	\$11,750
4	Sunbury Community Health	Contribution towards Sunbury Community Health and Goonawarra Neighbourhood Houses working together to foster community leadership in neighbourhoods in Sunbury West and Goonawarra through the Fostering Community Leadership strategy which is designed to build lively, inclusive, connected, thriving communities with the ultimate goal of building stronger social fabric. Partnership Grants Commitment: 2018 - \$12,500 2019 - \$12,500	Year 1	\$12,500
5	Macedon Ranges Health	Contribution towards delivering a Youth Clinic at Sunbury College to provide bulk-billed Mental, Sexual and Physical Health Services for youth in years 7-12 to address the identified health needs within the College, located in the Hume Region. Partnership Grants Commitment: 2018 - \$7,561.40 2019 - \$7,561.40	Year 1	\$7,561
6	Jacana Junior Football Club	Contribution towards a Physical Literacy Program to be delivered into 5 primary schools providing key building blocks for long-term involvement engagement in play, organised sport and other active recreation. 2018 - \$10,000	Year 1	\$10,000
Recommended Allocation: Total of 6, 2017 Partnership Tier 2 Grants				\$71,811.00

REPORT NO:	CC045
REPORT TITLE:	Neighbourhood House 2017 Funding Allocation
SOURCE:	Julie Andrews, Community Capacity Building Coordinator
DIVISION:	Community Services
FILE NO:	HCC07/641
POLICY:	-Social Justice Charter
STRATEGIC OBJECTIVE:	3.1 Foster socially connected and supported communities.
ATTACHMENTS:	Nil

1. SUMMARY OF REPORT:

- 1.1 Neighbourhood Houses and Community Learning Centres (NHLCs) provide invaluable community strengthening, learning and place based community development services to the Hume community. NHLCs offer educational, social, recreational and support programs for people from diverse backgrounds, ages, abilities and culture. NHLCs are not-for profit organisations, oversighted by Committees of Management and are organisations that are committed to providing low cost accessible activities to enhance participants' personal and professional development.
- 1.2 This report recommends the allocation of the 2017 Hume City Council Neighbourhood House funding. The purpose of the funding to each NHLC is to support the centre's operation and programs offered to their local communities.

2. RECOMMENDATION:

That Council

- 2.1 acknowledges the valuable role Neighbourhood Houses and Learning Centres provide in community strengthening, learning and place based community development services.
- 2.2 approves the distribution of \$267,151 as the 2017 Neighbourhood House Funding Allocation as detailed in Table 1 below.

Table 1

Neighbourhood House / Community Learning Centre	2017 Allocation
Attwood House Community Centre Association	\$26,715
Anglicare Broadmeadows Women's Community House	\$26,715
Banksia Gardens Association Incorporated	\$26,715
Craigieburn Education and Community Centre	\$26,715
Dallas Neighbourhood House Incorporated	\$26,715
Goonawarra Neighbourhood House Incorporated	\$26,715
Kenley Court Neighbourhood House	\$26,715
Meadow Heights Education Centre	\$26,715
Sunbury Neighbourhood House Incorporated	\$26,715
Tullamarine Community House Incorporated	\$26,715
Total	\$267,151

- 2.3 requires that each Neighbourhood House and Learning Centre enter into an annual Funding Agreement and to comply with the terms of the agreement including the satisfactory completion of an annual acquittal of funds as a prerequisite for future funding eligibility.

REPORT NO: CC045 (cont.)

3. LEGISLATIVE POWERS:

The Local Government Act 1993 stipulates that the “primary objective of a Council is to endeavour to achieve the best outcomes for the local community having regard to the long term and cumulative effects of decisions”. Furthermore Councils must give regard to the objective “to improve the overall quality of life of people in the local community”.

4. FINANCIAL IMPLICATIONS:

4.1 The current 2016/17 budget has made provision for the continuation of funding to the NHLCs, using the 2015/2016 funding level as a base and adding a 3% increase.

4.2 Funding is provided to the Hume Houses for the 2017 calendar year.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:

There are no environmental sustainability issues addressed through this report. Individual Houses have the responsibility to manage their resources as efficiently and sustainably as possible.

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

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

7. CHARTER OF HUMAN RIGHTS APPLICATION:

7.1 The Hume City Council Neighbourhood House Funding stream has been established within the policy context of the Hume City Council Social Justice Charter (2014) as well as the Charter of Human Rights and Responsibilities Act 2006 (the Charter). The Hume City Council Social Justice Charter 2014 seeks to advance a fair and just society and to promote respect for every citizen, encourage community participation, strengthen community wellbeing and reduce the causes of disadvantage. The Hume City Citizen’s Bill of Rights, contained within the Social Justice Charter, identifies the right to learning throughout life and the right to participate in public life. NHLCs play an important role in working towards this outcome.

7.2 NHLCs play a strategic role in improving access, equity and inclusion for the Hume community through the services and activities they provide. The human rights that have been considered are:

7.2.1 Entitlement to participate in public life (Section 18).

7.2.2 Cultural rights (Section 19).

7.3 The above rights have been considered and applied through the following methods:

7.3.1 Council recognises the important role NHLCs play in protecting the Human Rights of community members, in particular through the equitable access to services and facilities provided by NHLCs. The Community Development Principles which form part of the Memorandum of Understanding to which both HCC and all NHCLCs are party to, details the way in which NHLCs will work to ensure that an individual’s entitlement to participate in public life (Section 18) and cultural rights (Section 19) are protected.

8. COMMUNITY CONSULTATION:

8.1 There has been no direct consultation to inform this report.

8.2 The following Council Plans, developed in consultation with the community, identify the role and value of NHLCs and Hume City Council’s commitment to supporting lifelong learning:

REPORT NO: CC045 (cont.)

8.2.1 The Council Plan 2013-2017 (2016/17 Actions) identifies the action 1.1.4 “Continue to facilitate community capacity building and lifelong learning through grants programs and other initiatives which support Neighbourhood Houses and Learning Centres in Hume”.

8.2.2 The Learning Together 4 Action Plan 2014-2017 (LT4) recognises that life-long learning is a key component of fostering a sense of community wellbeing and belonging. Promoting a culture of learning in Hume City is one of the LT4 objectives and NHLCs play an important role in working towards this outcome.

9. DISCUSSION:

9.1 There is a total of ten NHLCs supported through Hume City Council's annual funding agreement.

9.2 All NHLCs listed for funding in this report have completed their annual accountability reports in relation to the use of funds and activities conducted in 2016.

9.3 This is the first year in which the Meadow Heights Education Centre (MHEC) will also be funded through this funding stream. Since its commencement of operations in 2003, Council has contributed to staffing and operating costs for MHEC through a separate funding agreement. In the 2016/2017 budget deliberations, Council sought to have a consistent arrangement for the ten funded NHLCs.

9.4 Council officers continue to maintain a strong working relationship with the Hume NHLCs through both formal and informal relationships. Formal relationships include:

9.4.1 Participation in the bi-monthly Hume Houses meetings.

9.4.2 The 7 NHLCs that are housed in Council facilities have occupancy licences with Council.

9.4.3 All of the 10 NHLCs in Hume are signatories to the MOU which formally acknowledges the relationship between HCC and the NHLCs and provides a framework to foster support and a positive relationship between all parties.

9.4.4 The Broadmeadows Community Hub Project Working Group, of which the Dallas Neighbourhood House is a key tenant.

9.5 All Hume NHLCs funded through this stream enter into a Funding Agreement for the period of funding. A mandatory requirement of this agreement is the completion of an annual accountability report that documents use of funds and activities conducted throughout the year. Documents that need to be submitted as part of this process include:

9.5.1 Annual report.

9.5.2 Audited income and Expenditure Statement.

9.5.3 Current budget.

9.5.4 Business and or strategic plans.

9.5.5 Evidence of acknowledgement of HCC support (such as the HCC logo appearing on program brochures, publications and flyers).

9.6 Other matters reported on though the accountability reports include; what other sources of funds have been applied for, new partnerships and programs that have been developed, a list of sites NHLC are operating from, as well as a breakdown of how the funds provided by HCC were used.

9.7 Key outcomes and achievements from 2016 as detailed in the Accountability Reports are as follows:

9.7.1 NHLCs welcome the funding provided by HCC and the opportunity this provides to deliver a range of diverse services throughout the municipality.

REPORT NO: CC045 (cont.)

Through the accountability reports an invitation was extended to all Councillors to come to each of the facilities to see these programs and activities in action.

- 9.7.2 The diversity of partnerships developed and the types of funding sought reflects the NHLC's broad range of activities that they are involved in. Partnerships included; local sporting groups, local businesses, community organisations, local health and disability service providers, Men's Sheds, Universities, Job Search Agencies, other NHLCs and State Government Departments (Department of Justice, Department of Education and Training and the Department of Health and Human Services). A theme evident in the accountability reports is the capacity for current facilities to meet the growing demands for the services, in particular during the peak periods of 10.00am to 3.00pm. To help meet this demand, strong relationships continue to grow with local schools and service providers as partners and as sites for program delivery through the municipality.
- 9.7.3 Eight of the ten funded houses and learning centres have maintained their participation in the Hume Houses Network and the North–West Neighbourhood House Network as a forum for information sharing, professional development and practical House to House support.
- 9.7.4 Specific strategies employed in recognition of Hume's multicultural community include; the use of bi-lingual workers, delivering programs in community languages, culturally specific user groups, bi-lingual volunteers, the use of Hume Link and VTS translation services.
- 9.7.5 Six of the ten NHCLs deliver programs from other sites than just their own building(s), facilitating community access to programs at local schools and other Hume City Council facilities.
- 9.7.6 **Attwood Community Centre Association** has focused on increasing participation of community members by providing a range of new activities, services and supports. New special interest groups such as healthy eating programs delivered in partnership with Council's Healthy Together Hume Program and Tullamarine Community House have been developed. The centre also provided early childhood education and occasional care programs to families with preschool children. Due to 2016 funding constraints, the Manager position has been reduced from 32.5 hours to 15 hours per week. In May 2016 the Manager resigned and the position is currently vacant. The staff and committee, which consist of 4 new members, delivered a range of services in the absence of a Manager. The recent launch of a new website anticipates reaching a broader section of the community to promote activities and increase participation. This year the centre applied for 4 funding submissions, one successful, 2 unsuccessful and one pending.
- 9.7.7 The **Anglicare Broadmeadows Women's Community House (ABWCH)** works closely with vulnerable and isolated clients from diverse backgrounds. A high number of program participants are or have experienced family violence and/or trauma. The employment of bi-lingual workers and partnership programs with settlement service agencies ensures that participation of non-English speaking refugees and asylum seekers are supported. The aim of programs delivered includes preventing family breakdown and linking children into preschool and schools. The ABWCH works closely with Council's Parent Support Officers located at Broadmeadows Community Hub. The house manager is an active member of the Multicultural Action Plan Working Group (MAPWG), contributing to the development of programs to respond to the needs arising from the influx of Refugees.

REPORT NO: CC045 (cont.)

- 9.7.8 **Banksia Gardens Community Services** provide services to a broad sector of the community by employing bilingual staff and engaging culturally specific user groups to participate in a range of programs offered in diverse languages. A number of innovative partnership programs have been developed with the aim of engaging unemployed and young people into meaningful education and employment. Highlights include: Project REAL, a re-engagement education program for young people aged between 9 and 12 years, to participate in an alternative education setting, and Second Chance, a partnership program with a local training provider to work with Broadmeadows Magistrates to offer alternative custodial sentences and employment opportunities. A focus on delivering programs that aim to reduce the incidence of family violence gained funding support from Dianella Health to continue the Good People Act Now program aimed at equipping young people and adults with skills to develop healthy and respectful relationships. Charity status has resulted in Banksia successfully applying for 19 separate grants.
- 9.7.9 **Craigieburn Education and Community Centre (CEACC)** continue to offer services and programs that meet the needs of the diverse communities residing in Craigieburn. Offering an affordable meeting space for community groups and education programs, CEACC continues to receive Adult Community and Further Education (ACFE) funding for its role as a Registered Training Organisation (RTO). Programs are offered at a range of sites including local businesses and sister neighbourhood houses.
- 9.7.10 **Dallas Neighbourhood House (DNH)** has focused on expanding the program delivery to meet Department of Health and Human Services (DHHS) funding requirements. DNH operate out of two sites to address the meeting space requirements. Council renovated office space at Broadmeadows Community Hub to provide DNH with an incubator space to develop new programs and increase the engagement of new clients. In addition to the new program development, quarterly community forums to address issues such as family violence, anti-discrimination, mental health and public housing have been offered. DNH operating budget has increased by a further 30% in 2016.
- 9.7.11 **Goonawarra Neighbourhood House (GNH)** continues to grow in participant numbers and the range of programs offered. New programs include; advanced yoga, gentle exercise, children and adult art classes, level 2 first aid, healthy eating on a budget and Chinese language classes for children. Food parcels are also offered in partnership with Northpoint Food Pantry to respond to presenting community needs. The GNH venue capacity to provide adequate space for all additional programs has been a challenge and some programs are offered at the nearby Goonawarra Community Centre. A member of the GNH committee is on the Hume Global Learning Centre – Sunbury (HGLC - S) Community Advisory Group to inform the development of this facility.
- 9.7.12 **Kenley Court Neighbourhood House** is auspiced by Banksia Gardens Community Services and delivers a range of programs such as Client Support Service and Work for the Dole - Gardening and Landscape initiatives. A focus on developing the organisation structure and administration management system is seen as a priority to create an opportunity where community members and staff have a sense of ownership and sustainability.
- 9.7.13 **Meadow Heights Education Centre (MHEC)** operates as both a Registered Training Organisation and a Neighbourhood House from three sites; Shop 24 Meadow Heights Shopping Centre, the Visy Cares Centre and the Buchan Street Community centre. In the 6 month period from January to June 2016 MHEC operated a range of services including; occasional care, computer club, support for preparing resumes and interview skills, community garden, sewing café, men's club, seniors club and English literacy. Over 560 people attended

REPORT NO: CC045 (cont.)

courses in the 6 month period. There is a particular focus on teaching community members for whom English is a second language with literacy programs such as Adult Migrant English and Skills for Education and Employment. There is also a focus on functional (or social) literacy which covers topics such; as Australian law and society, domestic violence, culture as well as leisure and health.

- 9.7.14 In 2016 **Sunbury Neighbourhood House** board of management and operations staff continued to work towards sustainable funding and increasing their community profile. They successfully delivered a range of relevant programs that increased the participation of local residents by 55 per cent. In doing so, the house achieved a small profit which will be used to upgrade the IT equipment and staff administration hours. The launch of the new website this year has enabled a greater online presence to provide up to date information to the whole community. Developing a social media presence has also been a successful engagement tool. The increased participation of local residents has resulted in challenges regarding access to adequate meeting space to deliver activities and programs.
- 9.7.15 **Tullamarine Community House Inc.** continues to offer a range of health promotion and education programs in partnership with other neighbourhood houses and community services. Partnership programs offered at other facilities address some of the challenges associated with venue capacity and hire affordability. Members of the Tullamarine Men's Shed continue to operate out of the community house whilst a feasibility study into providing onsite shed accommodation is being undertaken.

10. CONCLUSION:

- 10.1 NHLCs are not-for-profit community organisations which share a community development and socially inclusive approach to the provision of services for socially isolated and disadvantaged local communities. NHLCs provide a critical point of entry into further education, skills acquisition, social connections and employment. These low (or at times no) cost activities are targeted primarily at people who are disengaged from formal learning and employment. NHLCs also support people to take the "next step" in their learning by delivering nationally accredited vocational training. This enables people to have safe and local pathways to more formal training and employment.
- 10.2 The ongoing support provided by the Hume City Council Neighbourhood House Funding stream recognises the value and strength of the learning and community development work provided by this sector.

REPORT NO:	GE161
REPORT TITLE:	Review and Proposed Setting of Councillor and Mayoral Allowances
SOURCE:	Gavan O'Keefe, Manager Governance; Peter Faull, Coordinator Governance and Corporate Support
DIVISION:	Corporate Services
FILE NO:	HCC04/11
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENTS:	<ol style="list-style-type: none">1. <i>Victorian Government Policy Statement on Local Government Mayoral and Councillor Allowances and Resources - April 2008</i>2. <i>Victorian Government Gazette - 24 November 2016</i>3. <i>Victorian Government Gazette - 3 July 2012</i>

1. SUMMARY OF REPORT:

- 1.1. Under Section 74 of the *Local Government Act 1989*, Council is required to conduct a review of its Councillor and Mayoral Allowances within six months of the general election or before 30 June 2017, whichever is later.
- 1.2. In conducting this review, Council should be cognisant that it is ranked the fourth highest Council in the State (excluding the City of Melbourne) in the Local Government Victoria Mayoral and Councillor Allowances category classification system. Given the municipality's large population to Councillor ratio, its location within a significant growth corridor, its cultural diversity, the economic challenges for its residents and its high ranking in the classification system, it is recommended that Council should continue with the previous practice of paying the Mayoral and Councillor allowance at the maximum allowable for a Category 3 Council.

2. RECOMMENDATION:

- 2.1. **THAT Council, in conducting a review of the Councillor and Mayoral Allowances under Section 74(1) of the *Local Government Act 1989*, proposes to set the Councillor allowance at \$29,630 plus 9.5% (as an equivalent amount to the Superannuation Guarantee contribution) equating to \$32,445, and the Mayoral allowance at \$94,641 plus 9.5% (as an equivalent amount to the Superannuation Guarantee contribution) equating to \$103,632.**
- 2.2. **THAT in accordance with sections 74(4) and 223 of the *Local Government Act 1989*, public notice be given that a review of the Councillor and Mayoral Allowances is being conducted, and submissions will be received on the proposed allowances from 12 December 2016 until 27 January 2017.**
- 2.3. **THAT in accordance with Section 223 of the *Local Government Act 1989*, a Committee of the Whole Council hears submissions on Monday, 6 February 2017 at 7:05pm at the Council Chamber, Hume Global Learning Centre, Broadmeadows.**

3. LEGISLATIVE POWERS:

- 3.1. *Local Government Act 1989* (the Act)
 - a. Section 74 – Councillor and Mayoral Allowances
 - b. Section 223 – Right to Make Submission

REPORT NO: GE161 (cont.)

4. FINANCIAL IMPLICATIONS:

The proposed budget for 2016/17 has provision for the Councillor and Mayoral Allowances of \$323,000 and \$103,000 respectively.

5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS

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

6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:

There are no considerations that impact on climate change adaptation as a result of this report.

7. CHARTER OF HUMAN RIGHTS OBLIGATIONS

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

8. COMMUNITY CONSULTATION:

8.1. Council, in conducting its review of the Councillor and Mayoral Allowances, will place public notices on Council's website and in the Hume and Sunbury Leader, and Hume and Sunbury Weekly local newspapers, inviting public comment and submissions on the proposed allowances.

8.2. Submitters will be heard by a Committee of the Whole Council on Monday 6 February 2017 at 7:05pm at the Council Chamber, Hume Global Learning Centre, Broadmeadows. Council's website will also advise of the proposed allowances and submission process.

9. DISCUSSION:

Councillors and Mayoral Allowances

9.1. Under section 74(1) of the Act, Council is required to conduct a review of the allowances paid to Councillors within six months of a general election, or by the next 30 June whichever is earlier.

9.2. In order to undertake the review, Councillors need to understand the current legislative arrangements for payment of Councillor and Mayoral allowances. The source document for explaining these arrangements is 'Recognition and Support, The Victorian Government's Policy Statement on Local Government Mayor and Councillor Allowances and Resources, April 2008' (Attachment 1).

9.3. Victorian Councils are placed into one of three categories, determined by total revenue and estimated resident population. The category to which a Council belongs is determined by Council's total revenue (discounted) with the current estimated population and dividing by 100. The category in which a Council sits is determined by a point score, with each category being defined by the following scores:

Category 1: 0 – 40 points

Category 2: 41 – 190 points

Category 3: 191 plus points

9.4. Each of the above categories provides a discretionary range for each Council to pay Councillor and Mayoral allowances. The current allowance range is:

Category 1: Councillors \$8,324 to \$19,834 per annum

Mayor up to \$59,257 per annum

Category 2: Councillors \$10,284 to \$24,730 per annum

REPORT NO: GE161 (cont.)

Mayor up to \$76,521 per annum

Category 3: Councillors \$12,367 to \$29,630 per annum

Mayor up to \$94,641 per annum

- 9.5. Notice was given in the Victorian Government Gazette on 24 November 2016 of the revised limits and ranges for Mayoral and Councillor Allowances, which took effect on 1 December 2016 (Attachment 2).
- 9.6. The Minister for Local Government may review which category a council will be in. A change in category may come about by changes in a council's total revenues or population resulting in a change in the calculation of the council's points.
- 9.7. Attached is a Government Gazette Notice from July 2012 advising which councils fall within each category. This is the most recent Ministerial determination regarding council categories (Attachment 3).
- 9.8. Hume City Council is classified a Category 3 council. Advice received from Local Government Victoria is that Hume City Council's current point calculation is 296.7 as of November 2015, when points were last calculated. This places Hume as the fourth highest ranked council in Victoria (City of Melbourne of excluded). The range in ascending order of councils is:
 1. Casey
 2. Greater Geelong
 3. Wyndham
 4. Hume
- 9.9. Given that Hume City Council is ranked so highly in the State, it is appropriate that Councillors of Hume City Council are paid at the higher end of the discretionary range. Hume is located within a growth corridor and has a cultural and socio economic diverse population.
- 9.10. These factors combine to require a level of commitment, both in time and availability, from Hume City Councillors. The level of councillor responsibility and commitment required is reflective in Hume City Council's ranking in Victoria as calculated using the total revenue (discounted) and estimated population.
- 9.11. Given these factors, Council has previously determined to propose that the Mayoral and Councillor allowance be the maximum payable to a Category 3 Council, and it is recommended that this determination continues.
- 9.12. Submissions on the review of Councillor and Mayoral Allowances, including the proposed Councillor and Mayoral Allowances, will be considered by a Committee of the Whole Council on Monday, 6 February 2017 at 7:05pm at the Council Chamber, Hume Global Learning Centre, Broadmeadows.

6. CONCLUSION:

The review of the Councillor and Mayoral Allowances has taken into consideration the size of the Council; the complexity of issues brought before it and the ensuing workloads for councillors and it is proposed that councillors be paid the maximum amount in the range.





Ministerial Statement

Today I announce *Recognition and Support, the Victorian Government's Policy Statement on Local Government Mayoral and Councillor Allowances and Resources*.

The new Policy replaces the year 2000 Policy *Flexibility and Accountability the Victorian Government's new approach to Mayoral and Councillor allowances* that initiated the framework and levels of Councillor remuneration applied until now.

On 10 May 2007 I announced the Victorian *Local Government (Councillor Remuneration Review) Panel*. The review concluded on 25 January 2008 and I welcomed the Panel's report to me on a number of matters that included the existing remuneration model established by the year 2000 policy, whether it required adjustment, the appropriateness of allowance amounts and adjustment as well as advice on superannuation for all Mayors and Councillors. The report is now available online on the Local Government Victoria website <http://www.localgovernment.vic.gov.au>.

I thank the Panel Chair Liz Roadley and Members Joanne Anderson, Bruce Hartnett and Bruce Mildenhall for their pertinent research, coverage of peak body and stakeholder views and their succinct deliberations on the key issues they were appointed to address.

The Government has endorsed the majority of the recommendations flowing from the review and these have informed this policy "*Recognition and Support, the Victorian Government Policy Statement on Local Government Mayoral and Councillor Allowances and Resources*". The Policy applies to all Councils including Melbourne.

I believe this Policy to be realistic, reasonable and fair. The new package continues the existing three-category model of council allowances based on revenue and population figures and retains the flexibility for councils in each category to set allowances within a range in consultation with their community. It provides for more certain allowances and support for Mayors and Councillors in the years ahead.

Those already committed to civic leadership can expect the changes to better inform their choices about public service, about their career and financial future and balancing family life and community life with public life. Equally passionate yet increasingly under represented in local leadership roles, are women, youth and mid career professionals. I expect that more of these individuals will be attracted to civic life and play their part in Council decision-making to contribute to strategic and practical perspectives increasingly reflective of wider grass roots community needs and views.

Together with other initiatives introduced by the State Government, this Policy provides for greater encouragement of community participation in local government and retention of valued and experienced leaders and mentors in civic service.

Richard Wynne MP
Minister for Local Government
April 2008



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Introduction

The Government views Councillor allowances not as a form of salary but as some recognition of the contributions made by those elected to voluntary, part time roles in the community.

The Government acknowledges the value and significance of the role of local government Councillors – both through their skills and ability to represent and engage with their constituents and their leadership in developing solutions to the pressing social and cultural, environmental and economic challenges facing communities everywhere.



Policy summary

- For all Councils other than Melbourne City Council there will continue to be a 3-Category framework based on Councils' revenue and population data for the previous financial year (Appendix 1). (Melbourne City Council is subject to separate arrangements¹).
- The revenue figure will be based on revenue that excludes non-recurrent, and discounted to account for inflation.
- The population figure will be based on the most recent Australian Bureau of Statistics Estimated Resident Population figures released in June of the previous financial year.
- An allowance range for each Category of Councils will continue to apply.
- Allowances for all Councils will comprise two parts:

Part A: (2007-08 figures)

	Councillor Min/Max	Lord Mayor Melbourne	Mayor Max	Deputy Lord Mayor Melbourne
Category 1	\$6,500-\$15,700		Up to \$47,000	
Category 2	\$8,100-\$19,600		Up to \$60,700	
Category 3	\$9,800-\$23,500		Up to \$75,000	
Melbourne	\$32,600	\$143,500		\$58,700

Part B: An amount the equivalent of the Superannuation Guarantee Contribution (currently 9%) will apply to Part A for those Councils that are not Eligible Local Governing Bodies (ELGBs).

- Allowances ranges and the levels subsequently determined by a Council within their range, will be subject to adjustment by application of any percentage increases to Victorian Statutory and Executive Officers.
- The applicable increases will take effect after they have been published by the Minister for Local Government .
- Council Category changes can now occur in three ways. There is no change to how levels within a range are determined (Appendix 2).

¹ Allowances for Melbourne City Council are separately provided for under s74 of the *Local Government Act 1989* (Vic) and s26 (1) and (2) of the *City of Melbourne Act 2001* (Vic).

- A remote travel allowance will continue to provide compensation for the time spent on long distances travelled by Councillors in remote areas. This allowance provides for a maximum limit of \$5000 per annum (at a daily rate of \$40) or as may be amended from time to time by Order in Council.
- Further remuneration reviews will only be considered by the Government when there is either a significant change in role or responsibility identified for local government Mayors and Councillors or when there is an accumulation of minor changes that taken together constitute a justification for remuneration review.
- For all Councils, a minimum toolkit of support be provided for all Mayors and Councillors:

Resources/facilities mandatory

- Administrative support for the Mayor
- Office for Mayor
- Vehicle for Mayor
- Computer - desktop or laptop
- Mobile phone and landline
- Stationery
- Access to fax/copier
- Website development as part of Council website

Reimbursement

- Travel - including reimbursement of public transport costs
- Phone - reimbursement of relevant call costs
- Internet
- Child care/family care

And that as a matter for Council determination the following be considered:

- Access to pool car for Councillors
 - Office space and furniture
-
- *Guidelines on the reimbursement of expenses and provision of facilities and resources support for Mayors and Councillors* may be issued from time to time by the Minister for Local Government. Initial Guidelines will be based on the Guidelines recommended by the 2008 Local Government (Councillor Remuneration Review) Panel Report.



Appendix 1

Victorian Council Categories (excluding Melbourne City Council)

Legend Column 1:

B: Borough
C: Council
RC: Rural City
S: Shire

Legend Column 6:

EC: Exceptional Circumstances Category changes Gazetted 2003-2006
(Note: former EC Councils now with the relevant points are not identified as EC)

Municipality	Total Recurrent Revenue* 2006/2007 (\$)	Total Recurrent Revenue Discounted Using 72.32% for 2006-07 (\$'000s)	June 2007 Estimated Resident Population ERP (p)**	Total	Points
	A	B	C	B+C	B+C/100
Level 1: <40					
Queenscliffe (B)	6,312,934	4,566	3,175	7,741	8
Towong (S)	10,402,821	7,523	6,256	13,779	14
West Wimmera (S)	13,215,512	9,557	4,578	14,135	14
Hindmarsh (S)	13,006,291	9,406	6,190	15,596	16
Mansfield (S)	13,299,566	9,618	7,527	17,145	17
Pyrenees (S)	16,341,603	11,818	6,763	18,581	19
Yarriambiack (S)	15,695,846	11,351	7,658	19,009	19
Buloke (S)	18,571,918	13,431	7,038	20,469	20
Loddon (S)	17,673,318	12,781	8,077	20,858	21
Strathbogie (S)	16,949,698	12,258	9,733	21,991	22
Gannawarra (S)	16,896,398	12,219	11,634	23,853	24
Central Goldfields (S)	16,857,997	12,192	12,736	24,928	25
Alpine (S)	17,711,939	12,809	12,592	25,401	25
Ararat (RC)	19,442,332	14,061	12,593	26,654	27
Benalla (S)	18,404,217	13,310	14,024	27,334	27
Northern Grampians (S)	21,402,016	15,478	12,301	27,779	28
Hepburn (S)	18,765,908	13,572	14,289	27,861	28
Murrindindi (S)	22,352,354	16,165	14,228	30,393	30
Indigo (S)	21,535,128	15,574	15,480	31,054	31
Mount Alexander (S)	21,344,740	15,437	17,851	33,288	33
Golden Plains (S)	22,557,092	16,313	17,345	33,658	34
Southern Grampians (S)	28,546,075	20,645	17,311	37,956	38
Horsham (RC)	27,092,887	19,594	19,323	38,917	39
Moyné (S)	31,564,692	22,828	16,102	38,930	39

REPORTS – GOVERNANCE AND ENGAGEMENT

5 DECEMBER 2016

ORDINARY COUNCIL MEETING OF COUNCIL

Attachment 1 - Victorian Government Policy Statement on Local Government Mayoral and Councillor Allowances and Resources - April 2008

Municipality	Total Recurrent Revenue* 2006/2007 (\$)	Total Recurrent Revenue Discounted Using 72.32% for 2006-07 (\$'000s)	June 2007 Estimated Resident Population ERP (p)**	Total	Points
	A	B	C	B+C	B+C/100
Level 2: 40-190					
Corangamite (S)	30,904,099	22,350	17,188	39,538	40
Colac-Otway (S)	29,293,697	21,185	21,183	42,368	42
Glennelg (S)	34,026,411	24,608	20,664	45,272	45
Moorabool (S)	26,219,352	18,962	26,843	45,805	46
Swan Hill (RC)	35,071,099	25,363	21,459	46,822	47
Surf Coast (S)	35,141,426	25,414	23,521	48,935	49
Moira (S)	33,807,859	24,450	28,223	52,673	53
South Gippsland (S)	36,485,277	26,386	26,830	53,216	53
Wangaratta (RC)	37,634,162	27,217	27,569	54,786	55
Mitchell (S)	32,255,030	23,327	32,760	56,087	56
Bass Coast (S)	42,689,287	30,873	28,081	58,954	59
Warrnambool (C)	44,172,603	31,946	32,042	63,988	64
Wodonga (RC)	42,484,090	30,724	34,776	65,500	66
Baw Baw (S)	41,688,104	30,149	39,078	69,227	69
Macedon Ranges (S)	44,610,402	32,262	40,353	72,615	73
Campaspe (S)	53,361,299	38,591	37,763	76,354	76
Ballarat (C)	91,690,197	66,310	12,594	78,904	79
Wellington (S)	52,930,157	38,279	41,998	80,277	80
East Gippsland (S)	53,512,266	38,700	41,954	80,654	81
Cardinia (S)	52,625,564	38,059	60,753	98,812	99
Nillumbik (S)	53,678,766	38,820	62,310	101,130	101
Mildura (RC)	72,581,958	52,491	52,576	105,067	105
Greater Shepparton (C)	74,930,409	54,190	59,730	113,920	114
Maribyrnong (C)	73,719,165	53,314	67,825	121,139	121
Latrobe (C)	77,519,000	56,062	72,905	128,967	129
Melton (S)	66,495,975	48,090	85,613	133,703	134
Bayside (C)	69,686,724	50,397	92,801	143,198	143
Hobson's Bay (C)	82,027,546	59,322	85,525	144,847	145
Yarra (C)	99,266,552	71,790	74,823	146,613	147
Maroondah (C)	73,650,923	53,264	103,005	156,269	156
Manningham (C)	78,506,441	56,776	116,449	173,225	173
Banyule (C)	83,105,624	60,102	120,349	180,451	180

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Municipality	Total Recurrent Revenue* 2006/2007 (\$)	Total Recurrent Revenue Discounted Using 72.32% for 2006-07 (\$'000s)	June 2007 Estimated Resident Population ERP (p)**	Total	Points
	A	B	C	B+C	B+C/100
Level 3: 190+					
Greater Bendigo (C)	99,536,882	71,985	98,323	170,308	170 EC
Stonnington (C)	104,465,827	75,550	96,221	171,771	172 EC
Moonee Valley (C)	89,961,190	65,060	112,481	177,541	178 EC
Port Phillip (C)	124,354,134	89,933	91,931	181,864	182 EC
Glen Eira (C)	88,294,220	63,854	131,144	194,998	195
Frankston (C)	99,653,651	72,070	123,315	195,385	195
Wyndham (C)	103,611,894	74,932	123,163	198,095	198
Greater Dandenong (C)	103,767,336	75,045	132,237	207,282	207
Darebin (C)	100,114,542	72,403	135,262	207,665	208
Whittlesea (C)	103,366,265	74,754	133,156	207,910	208
Moreland (C)	97,986,270	70,864	144,015	214,879	215
Knox (C)	94,184,676	68,114	153,151	221,265	221
Kingston (C)	115,551,930	83,567	141,550	225,117	225
Whitehorse (C)	108,177,516	78,234	152,368	230,602	231
Yarra Ranges (S)	118,177,315	85,466	145,596	231,062	231
Mornington Peninsula (S)	125,390,074	90,682	142,659	233,341	233
Hume (C)	121,365,563	87,772	157,145	244,917	245
Brimbank (C)	112,569,411	81,410	176,249	257,659	258
Boroondara (C)	129,763,551	93,845	163,890	257,735	258
Monash (C)	120,394,094	87,069	171,478	258,547	259
Casey (C)	142,464,347	103,030	229,080	332,110	332
Greater Geelong (C)	191,499,535	138,492	208,395	346,887	347
Totals	4,696,364,969		5,047,156		

* Recurrent revenue does NOT include non-recurrent items.

** ERP(p) is Estimated Resident Population (preliminary).

This data is from the Australian Bureau of Statistics, and is updated annually.



Appendix 2 Policy information and procedures

Introducing new allowances

The new allowance ranges will apply to all Councils effective from the time of Councillors taking the oath of office following the 29 November 2008 general elections.

The allowance amounts to be paid to Mayors and Councillors, from 1 December 2008, will be calculated to be the allowance level determined by the previous Council as a result of its last review, with those levels adjusted upwards by the initial 30.46% and any further adjustment based on movement in payments to Victorian Statutory and Executive Officers. In future years, further adjustments based on these movements will also apply from the time they are given effect by the Minister for Local Government.

In an election year, a Council will determine its allowance level in the range allowed by its Category (within 7 months of an election). Councils in setting their levels will do so based on any new ranges applicable to them as a result of any change in their Category status of which a notice has been given by the Minister for Local Government. The level of allowance determined will take effect from the time when the Council has completed its review.

For Category changes in a non-election year, any new level of allowance determined by a Council within the applicable range will also take effect once the Council has completed its review.

3-Category framework

The 3-Category framework established by the year 2000 Policy will continue:

Category 1	0 - 40 points	(24 Councils)
Category 2	41-190 points	(32 Councils)
Category 3	190 + points	(22 Councils)

Methodology for determining points

The population/revenue formula applicable for determining all Council categories (excluding Melbourne City Council) is as follows:

$$\text{Council Category Points} = ((R \times D) + \text{ERP}) / 1000$$

Where: R = Total Council recurrent revenue (in \$'000s)
D = Index for Discounting (see below)
ERP = Estimated Resident Population

Example:

For a Council with recurrent revenue of \$10 million and a population of 5,500, the Category Points for that Council (assuming an Index for Discounting of 65%) are calculated as follows:

$$\begin{aligned}
 \text{Category Points} &= ((R \times D) + ERP) / 1000 \\
 &= ((10\,000 \times 65\%) + 5\,500) / 1000 \\
 &= (6\,500 + 5\,500) / 1000 \\
 &= 12\,000 / 1000 \\
 &= 12
 \end{aligned}$$

The Council in this example has 12 Category Points, placing it in Category 1.

Index for discounting

Revenue figures shall be discounted to avoid increases in Category Points resulting solely from revenues increasing with inflation.

The Index for Discounting will be calculated each year and will be applied to the revenue figures for the previous completed financial year.

The Index for Discounting to be applied to 2006-07 revenue figures is 72.32%.

The basis for the Index is the annual movements in Average Weekly Earnings (AWE) since 1999-2000. In 1999-2000 AWE was \$806.80. In 2006-07 it was \$1,115.50. The Index for Discounting for 2006-07 is therefore calculated as follows:

$$\begin{aligned}
 \text{2006-07 Index for Discounting} &= \text{AWE 1999-2000} / \text{AWE 2006-07} \\
 &= 806.80 / 1115.50 \\
 &= 0.7232 \\
 &= 72.32\%
 \end{aligned}$$

Revenue and population data

The data used in updating Council revenue and population figures is:

- recurrent revenue data for the most recent financial year submitted by Councils to the Victoria Grants Commission and compiled by the Commission in November of each year; and
- the release in February or March each year by the Australian Bureau of Statistics of Estimated Resident Population (ERP) figures for each Council as at 30 June in the most recently completed financial year.

Change of Category processes and timelines

There are three processes for Category changes:

1. Annual assessment of revenue and population data:
 - each year Council points will be assessed by Minister using the population and revenue formula;
 - Councils affected by Category changes will be published and notified soon after the revised points are known;
 - Allowance changes will take effect as described above under “Introducing new allowances”
2. Exceptional Circumstances:
 - a successful submission made by a Council (not otherwise eligible on population and revenue figures) to a Local Government Panel that recommends a higher Category, and
 - applying principles to be used in an exceptional circumstances case that the Minister for Local Government may publish from time to time.
3. The result of a review of a Council requested by the Minister for Local Government.

Change of allowance level within the range applicable to a Council Category.

1. The process for determining an allowance level within the range applicable to Council's Category remains unchanged.
 - Under section 74 (1) of the Local Government Act 1989, a Council must review and determine the level of allowance within 7 months of an election.
2. Allowance levels will be subject to the annual adjustments in line with any adjustment factors published by the Minister for Local Government.

2968 G 47 24 November 2016

Victoria Government Gazette

Local Government Act 1989

MAYORAL AND COUNCILLOR ALLOWANCES ADJUSTMENT

In accordance with section 73B(4)(a) of the **Local Government Act 1989**, notice is hereby given that an adjustment factor of 2.5% applies to Mayoral and Councillor allowances.

In accordance with section 73B(4)(b) of the **Local Government Act 1989**, the new limits and ranges of Mayoral and Councillor allowances, adjusted in accordance with the adjustment factor, are:

Category 1	Councillors: \$8,324 – \$19,834 per annum	Mayors: up to \$59,257 per annum
Category 2	Councillors: \$10,284 – \$24,730 per annum	Mayors: up to \$76,521 per annum
Category 3	Councillors: \$12,367 – \$29,630 per annum	Mayors: up to \$94,641 per annum

This notice does not apply to the Lord Mayor, Deputy Lord Mayor and Councillors of the Melbourne City Council, and the Mayor and Deputy Mayor of the Greater Geelong City Council.

The new adjusted limits and ranges take effect on 1 December 2016.

Dated 15 November 2016

NATALIE HUTCHINS MP
Minister for Local Government

1492 G 27 5 July 2012

Victoria Government Gazette

Local Government Act 1989
LOCAL GOVERNMENT MAYORAL AND COUNCILLOR ALLOWANCES
SCHEDULE TO THE ORDER IN COUNCIL

CATEGORY 1	CATEGORY 2	CATEGORY 3
Alpine Shire Council	Ballarat City Council	Boroondara City Council
Ararat Rural City Council	Banyule City Council	Brimbank City Council
Benalla Rural City Council	Bass Coast Shire Council	Casey City Council
Borough of Queenscliffe	Baw Baw Shire Council	Darebin City Council
Buloke Shire Council	Bayside City Council	Glen Eira City Council
Central Goldfields Shire Council	Campaspe Shire Council	Frankston City Council
Gannawarra Shire Council	Cardinia Shire Council	Greater Bendigo City Council
Golden Plains Shire Council	Colac Otway Shire Council	Greater Dandenong City Council
Hepburn Shire Council	Corangamite Shire Council	Greater Geelong City Council
Hindmarsh Shire Council	East Gippsland Shire Council	Hume City Council
Horsham Rural City Council	Glenelg Shire Council	Kingston City Council
Indigo Shire Council	Greater Shepparton City Council	Knox City Council
Loddon Shire Council	Hobsons Bay City Council	Melton Shire Council
Mansfield Shire Council	Latrobe City Council	Monash City Council
Mount Alexander Shire Council	Macedon Ranges Shire Council	Moreland City Council
Murrindindi Shire Council	Manningham City Council	Moonee Valley City Council
Northern Grampians Shire Council	Maribymong City Council	Mornington Peninsula Shire Council
Pyrenees Shire Council	Maroondah City Council	Port Phillip City Council
Southern Grampians Shire Council	Mildura Rural City Council	Stonnington City Council
Strathbogie Shire Council	Mitchell Shire Council	Whitehorse City Council
Towong Shire Council	Moira Shire Council	Whittlesea City Council
West Wimmera Shire Council	Moorabool Shire Council	Wyndham City Council
Yarriambiack Shire Council	Moyne Shire Council	Yarra Ranges Shire Council
	Nillumbik Shire Council	
	South Gippsland Shire Council	
	Surf Coast Shire Council	
	Swan Hill Rural City Council	
	Wangaratta Rural City Council	
	Warrnambool City Council	
	Wellington Shire Council	
	Wodonga City Council	
	Yarra City Council	