



ORDINARY COUNCIL MEETING

WEDNESDAY 26 APRIL 2017

AGENDA

VISION: *Yarra Ranges will be a vibrant and dynamic municipality based on strong local communities living in a place of great natural beauty.*

Our world class municipality will be sustained by a strong local economy and a rich social fabric that is consistent with and supports its environmental values.

MISSION: *Yarra Ranges Council:*

- *Is a collective voice for its people.*
- *Builds healthy, connected and viable communities.*
- *Protects and enhances the natural environment.*
- *Provides transparent, accountable and participatory local democracy.*

NOTES FOR QUESTIONS AND SUBMISSIONS FROM THE PUBLIC

(In accordance with the 2015 Council Meeting Guidelines – Public Participation)

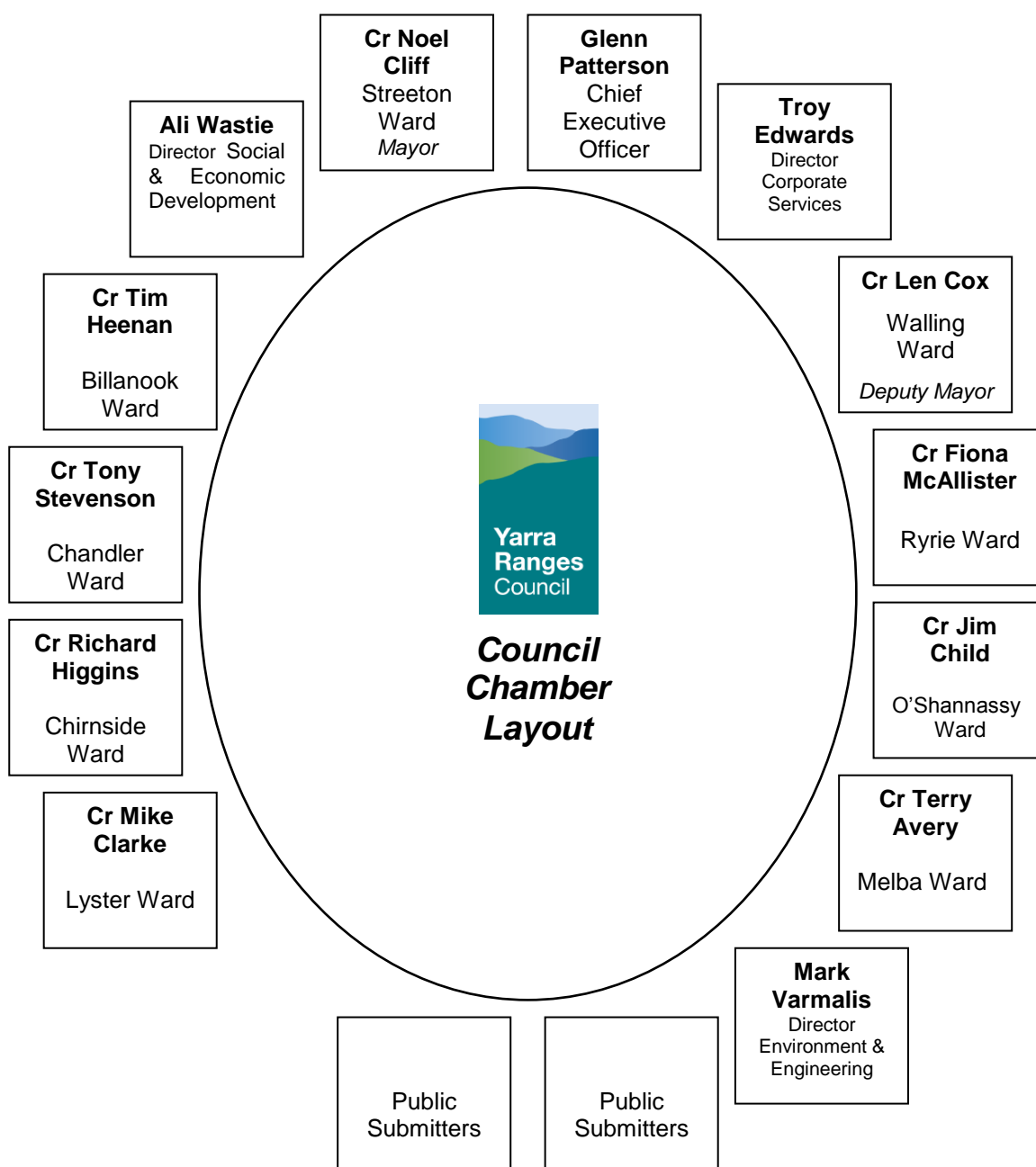
The public is invited to submit questions to the Ordinary Council Meeting by completing [the form on the Council's website](#); or via [email](#). Your question must be received **no later than 5.00pm on the day before the Council meeting date**. Questions relating to items on the agenda, or which are the same as previous questions, will not be considered.

A question will not be accepted if, in the opinion of the Chief Executive Officer, it appears to be derogatory, defamatory or embarrassing to any Councillor, member of staff, ratepayer or member of the public. A limit of one question per person per meeting will apply. Multiple parts to a question will be treated as multiple questions. A maximum of 15 minutes will be allocated to 'Question Time' at each meeting. As far as practicable, questions will be considered in the order they were received. Your question will be read out on the night and if possible will be answered by the appropriate officer. If a question cannot be answered on the night or if time constraints restrict the ability to read out a question, it will be answered in writing in accordance with Council's normal correspondence procedures. You are welcome to attend the meeting and hear the answer to your question, but it is not a requirement. If your question is addressed on the night, we will provide a copy of the answer to you in writing in the days following the meeting.

Submissions to Council on matters not listed on the Ordinary Council Meeting agenda will generally be heard before the items listed on the agenda. The subject should not relate to matters on the agenda for the meeting, or matters that have been already considered by Council or to operational issues. You must provide the required information at least eleven **(11) days before the meeting** you wish to attend to the Governance Team, to allow for consideration of your request and appropriate arrangements to be made.

You should provide sufficient copies of any supporting information you want to be distributed to all Councillors and this will be circulated upon request. A copy of any supporting electronic presentation needs to be given to Governance Team **by midday** of the date of the meeting to ensure compatibility with the Shire's computer system.

Submissions in relation to a specific item on the agenda for consideration will be invited to come forward by the Chair in the order items are listed. For planning applications and policy issues, the Chair will invite one person to speak on behalf of any objectors and one person to speak on behalf of the applicant. For other matters on the agenda, only one person will be invited to address Council, unless there are opposing views. At the discretion of the Chair, additional speakers may be invited for items of large interest. Submissions must be made in a way that is respectful of Councillors and staff. You should make sure that you are present at the meeting when the item you wish to speak about is considered, as there will no opportunity for you to speak after the Chair has invited speakers and councillors have begun to consider the item.



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YARRA RANGES COUNCIL

AGENDA FOR THE 448TH ORDINARY COUNCIL MEETING TO BE HELD ON WEDNESDAY 26 APRIL 2017 COMMENCING AT 7:00PM IN THE MEMO, 235 MAROONDAH HWY, HEALESVILLE

1. COUNCIL MEETING OPENED
2. INTRODUCTION OF MEMBERS PRESENT
3. APOLOGIES AND LEAVE OF ABSENCE
4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 11 April 2017, as circulated, be confirmed.

5. DISCLOSURE OF CONFLICTS OF INTEREST

In accordance with section 79 of the Local Government Act 1989.

6. QUESTIONS AND SUBMISSIONS FROM THE PUBLIC

In accordance with Clause 83 of Meeting Procedures and Use of Common Seal Local Law 2015

Public Submission

Ms Ann Frazer speaking in regards to the practicalities of implementing the Yellingbo Conservation Area.

7. BUSINESS PAPER

SOCIAL AND ECONOMIC DEVELOPMENT

No. of Pages – 17

7.1 Planning Application YR-2016/640 - 175 Maroondah Highway, (Sec R CA 11A) Healesville

APPLICATION DETAILS

Site Address	175 Maroondah Highway, (Sec R CA 11A) Healesville
Application No.	YR-2016/640
Proposal	Buildings and Works for the Construction of a Supermarket, Advertising Signage, Reduction in Car Parking Requirements and Removal of Street Trees and Lopping of a Tree within a Heritage Overlay.
Existing Use	Building Supplies and Hardware store
Owner	Mrs C F Kenny and S & M Donkin Pty Ltd
Applicant	Aldi Stores
Zone	C2Z - Commercial 2 Zone
Overlays	LSIO - Land Subject to Inundation Overlay, DDO12 – Design and Development Overlay, HO159 – Heritage Overlay (street trees on Maroondah Highway)
Objections	13
Reason for Council Decision	More than 10 objections have been received
Ward	Ryrie

SUMMARY

- The application seeks approval for buildings and works for the construction of a supermarket, advertising signage, reduction in car parking requirements, and removal of street trees.
- A planning permit is required for buildings and works to construct the supermarket under the provisions of the Commercial 2 Zone, Design and Development Overlay Schedule 12 and Land Subject to Inundation Overlay.
- A permit is required for the development of a business identification sign in accordance with Clause 52.05. A permit is required for the removal of street tree(s) in accordance with Clause 53, and for the lopping of a tree within the Heritage Overlay pursuant to Clause 43.01-1. A permit is also required to reduce the car parking required in accordance with Clause 52.06-5 of the Scheme.
- The application was advertised and has received 13 objections. The key concerns relate to excessive building scale, inappropriate building style, detrimental impacts on a heritage street tree, destruction of the heritage footpath, amenity impacts and lighting.

- The proposal has been assessed against the provisions of the Planning Scheme and subject to modifications and conditions will result in a net benefit to the community. The proposal is also consistent with the Healesville Structure Plan which identifies the need for a medium sized supermarket to be located within the retail core of the town. While acknowledging it is a supermarket building, the design is generally sympathetic to Healesville's rural character and will complement the streetscape. It is therefore recommended the proposal be approved subject to conditions and a Notice of Decision to Grant a Planning Permit to be issued.

RECOMMENDATION

That Council resolve to

1. ***Approve a Planning Application YR-2016/640 for Buildings and Works for the Construction of a Supermarket, Advertising Signage, Reduction in Car Parking Requirements, Removal of Street Trees and Lopping of a Tree within a Heritage Overlay, at 175 Maroondah Highway, (Sec R CA 11A) Healesville.***
2. ***Issue a Notice of Decision to Grant a Permit subject to the conditions in Attachment 1 to the report.***

SITE LOCATION AND DESCRIPTION

The subject site is located on the northwest corner of Maroondah Highway and Church Street, Healesville.

The site is irregular in shape with a frontage to Maroondah Highway of 53.04 metres, depth of 50.29 metres to Church Street, rear boundary to River Street of 52.9 metres and has an overall area of 2,336sqm.

The site is currently occupied by a garden supplies and general hardware store. There is no significant vegetation located on the site. The site contains a series of single storey sheds located in the northern half of the site with building and garden supplies stockpiled in the southern and western end.

The site has a slope of approximately 5 metres from Maroondah Highway to River Street (south to north). As a consequence there is a substantial embankment within the site along the southern boundary facing Maroondah Highway.

There is a row of Grey Poplars (20 metres high approx.) growing along the site's frontage in River Street that form a boulevard of trees between Church Street and the Kinglake-Healesville Road. One of these trees is proposed to be removed to accommodate loading bay access to the site.

There is also a significant English Elm (12 metres high) growing in the nature-strip in the Maroondah Highway frontage. This tree is within Heritage Overlay No. 159 and is to be retained but may require some pruning to accommodate the canopy of the building.

The site is currently serviced by a double width crossover onto Church Street that is located approximately 30 metres north of the Maroondah Highway intersection. There are also 7 parallel car spaces in Maroondah Highway and 7 car spaces in Church Street.

There are no covenants or restrictions on the land.

SURROUNDING AREA

The site is located at the western edge of the Healesville town centre.

Maroondah Highway runs along the southern site boundary. This road is the main thoroughfare through Healesville with one traffic lane in each direction. There is indented parallel parking located immediately in front of the site along the northern side of Maroondah Highway and kerbside parallel parking is located along the southern side of Maroondah Highway.

Church Street abuts the east boundary of the site and is a local road with a single lane of traffic in each direction. In the vicinity of the site there is a mix of indented and kerbside parallel parking.

Maroondah Highway is a State Highway under direct control of VicRoads (Road Zone-Category 1). It has a sealed pavement that includes a bicycle lane in each direction. There is a footpath on each side, a sealed restricted parking lane and kerb and channel on the south side and an unsealed restricted parking lane on the north side adjacent to the site. The recently reconstructed asphalt north side footpath with concrete features crosses Church Street with a raised hump (Wombat) pedestrian crossing.

Church Street is a sealed local road with kerb and channel, restricted 60 degree indented and parallel parking spaces on each side and a footpath on the opposite side.

River Street is a sealed local road with an asphalt path and Watts River on the opposite side.

Adjoining Properties

The subject site adjoins the properties which are described as follows:

North: The north boundary of the site abuts River Street which is a major road that acts as a by-pass of Maroondah Highway. On the north side of River Street is the Healesville Bowling Club and vegetated open space associated with the Watts River.

East: On the northeast corner of Maroondah Highway and Church Street is a ground level cafe and first floor offices at No. 177 Maroondah Highway. To the rear is an at-grade car park that is used for public car parking associated with the commercial premises fronting Maroondah Highway.

South: On the south side of Maroondah Highway there is a mix of commercial premises including a panel beater, hair dresser, shoe shop and homewares store. These uses are located in single and double storey commercial buildings.

West: The site abuts vacant land that was previously in the ownership of Vic Track that was part of a rezoning under Amendment C150 to a Commercial 1 Zone. This site is subject to a separate application for development that is yet to be determined by Council.

HISTORY

Application Number and Decision Date	Not applicable
VCAT History	Not applicable
Other History	In response to the concerns raised at the community information night held 22 February 2017, the applicant has provided 'without prejudice plans' which attempt to address the design concerns raised by community members. The proposal section includes description of both the 'advertised plans' and 'without prejudice plans'.

PROPOSAL

Advertised Plans (refer to attachment 4-8)

The application proposes buildings and works for the construction of a supermarket, advertising signage, reduction in car parking requirements, removal of street trees and lopping of a tree within a Heritage Overlay. The key aspects of the proposal include:

- The development of a two storey building for use as a supermarket that includes a ground floor retail floor area of 1077m². This level also includes 'back of house' storage of 284m², staff amenities and a goods lift.
- The site layout includes the main pedestrian entrance in the southeast corner of the site facing Maroondah Highway and Church Street. The design also includes a pedestrian access ramp in the southern set back facing Maroondah Highway.
- The building includes a lower level car park containing 66 spaces with access onto Church Street. This car park includes two disabled spaces, two trolley bays and lift access to the upper level.
- The layout also includes a second driveway access to the site from River Street that leads to a loading/unloading area abutting the north elevation of the building. This loading zone will require the construction of a new crossover in River Street. The layout is designed to accommodate truck entry to the loading bay and then exit onto Church Street via a separate crossover to the car park.
- The building proposes a maximum height of 12.62 metres to the top of the rear facade tower element in Church Street. However, the predominant height of the building ranges between 5.8 metres and 9.07 metres.
- The building is a contemporary design that includes skillion Colorbond roofing (Surfmist), a precast concrete tower in the southeast corner (Drive Time) and

rendered walls (fluorescent fire). The building also includes feature stone cladding and steel balustrades to the pedestrian ramps.

- It is proposed to remove one Poplar tree (Tree 8: 22 metres high) in the River Street frontage to accommodate truck access into the loading bay and one Cypress tree (Tree 11: 12 metres high) from Church Street to accommodate the loading vehicle egress from the site.
- It is also proposed to prune the canopy of an English Elm Tree (Tree 12: 16 metres high), a tree of heritage value that extends into the site and the building's front verandah canopy extending within the Maroondah Highway road reserve.
- The display of six internally illuminated business identification signs on the fascia and tower features in each elevation (4.8m² each sign). It is also proposed to display a photographic sign (tomatoes) in the south elevation (23m²) facing Maroondah Highway.

Without Prejudice Plans (Refer to Attachment 9-16)

Following a community information night, held 22 February 2017, the applicant has provided revised plans. The key design revisions are as follows:

Maroondah highway façade:

- The Tower height has been reduced from 9.07 metres to 7.42 metres.
- The ALDI signage from eastern tower elevation has been removed.
- The colour of the stone features has been revised.
- The provision of revised plinth features to match stone features.
- Stencilled Graphic - Vineyard-like Image to replace the 'Tomato' signage.
- Revised spacing of Maroondah Hwy glazing and stone features.
- The depth of the canopy has been reduced from 2.4 metres to 1.5 metres.

Church Street Facade

- The Tower height has been reduced from 12.66 metres to 11.29 metres.
- The ALDI signage from southern tower elevation has been removed.
- Introduction of a stone feature column to match front façade in presentation and colour.
- Introduction of steel meshing to car park area.
- Revised loading dock area.

River Street Facade

- The Tower height has been reduced from 12.6 metres to 11.26 metres.
- The ALDI signage has been removed from the tower
- Revised spacing of River Street stone features and material alteration.
- Revised spacing of mesh panels to Carpark.

Western Elevation

- The Tower height has been reduced from 9.07 metres to 7.42 metres

PLANNING CONTROLS

Zoning:	Clause 34.02 Commercial 2 Zone
Overlay:	Clause 44.04 Land Subject to Inundation Overlay Clause 43.02 Design and Development Overlay Schedule 12 Clause 43.01 Heritage Overlay (HO159)
State Planning Policy:	Clause 11 Settlement Clause 15 Built Environment and Heritage Clause 17.01 Business Clause 18.01 Transport
Local Planning Policy:	Clause 21.04 Land Use Clause 21.06 Built Form Clause 21.07 Landscape Clause 22.04 Advertising Signs
Schedule to Clause 53:	Vegetation controls
Other Requirements:	Clause 52.05 Advertising Signs Clause 52.06 Car parking Clause 52.07 Loading & Unloading of Vehicles Clause 52.34 Bicycle Facilities Clause 65.01 Decision Guidelines

For further information on the planning controls refer to Attachment 2.

CULTURAL HERITAGE MANAGEMENT PLAN (CHMP)

The subject site is located in an area of cultural significance. The application has been checked against the requirements of the Aboriginal Heritage Act 2006 as to the need for the requirement of a Cultural Heritage Management Plan (CHMP).

The applicant has provided an assessment from Andrew Long and Associates which concludes that a CHMP is not required as the existing hardware store and previous use as a Vic Track depot has already significantly disturbed the land.

EXTRACTIVE INDUSTRY

The subject site is not located within 500 metres of land on which a work authority has been applied for or granted under the Extractive Industries Development Act 1995.

STAKEHOLDER VIEWS

External Referrals

Authority	Consent/Objection – Summary of Conditions
Melbourne Water	No objection subject to 8 conditions including minimum floor levels for the lower level car park.

Internal Referrals

Department	Summary of Response
Development Engineer	Consent to proposal subject to conditions to be included on the permit. Conditions require infrastructure works within Maroondah Highway, Church Street and River Street and development of a drainage Strategy and the internal access to be paved.
Health	Consent to proposal subject to conditions. Conditions have required the site to be connected to sewerage, a construction management plan as well as general amenity conditions which relate to noise, dust and light.
Arborist	Consent to proposal subject to conditions requiring protection of trees within the road reservation and replacement planting.
Economic Development	Consent to proposal. Employment generating and will provide increased competition. Further comments can be found under the assessment section.
Strategic Planning	Consent to proposal. The proposal is consistent with directions of the Healesville Structure Plan that was adopted by Council on 9 August 2016. Further comments can be found under the assessment section on 'Healesville Structure Plan'.

Objections and Consultation

✓ Mail ✓ Sign ✓ Local Newspaper

Number of Objections: 13

The objections identified the following issues:

- Built Form

- Built form does not contribute or complement the character of the township
- Generic building style is not suitable – different design required in tourist area
- Feature towers are excessively high – over 7.5 metres high, bulky and intrusive
- Inadequate streetscape response in Maroondah Highway
- Underground car park required
- Elevation plans are misleading as they do not include adequate articulation
- Building finishes lack respect to Healesville township
- Advertising Signs
 - Photo floodlit image is excessive
- Oak Tree – welfare of listed Oak tree. The proposal is within the Tree Protection Zone and will require substantial pruning
- Footpath – destruction of the footpath that has sentimental value in the town
- Amenity & Lighting
 - Insufficient information regarding trolley storage, street lighting and waste management
 - Lack of security measures after closure
- Traffic & Safety
 - Lack of safety for pedestrians crossing River Street – no pedestrian lights or crossing planned
 - Car park should be provided for the Healesville Bowling Club
 - Lack of car parking in the area for tourists
 - Car park height to accommodate larger vehicles
- Bicycle Parking - No lock up parking area or public bench
- Roof Plan - No roof plan to show location of services

A community information night was held on 22 February 2017 that was attended by 58 residents, the applicant, council's planning officers, the ward councillor and council's traffic engineers.

In this meeting the applicant outlined the proposal and the objectors explained their concerns relating to the design and traffic issues. Following the information night the applicant has provided revised plans identified as 'Without prejudice plans.'

ASSESSMENT/ KEY ISSUES

Note: the assessment below is based on the revised plans identified as 'Without prejudice plans' in Attachments 9-16

The site is located within the Commercial 2 Zone, which seeks to encourage commercial areas for offices and other retail uses and to ensure that these uses do not affect the safety and amenity of adjacent, more sensitive uses.

The use of the land for a 'supermarket' falls under Section 1 (no permit required) as the proposal complies with the condition listed against this use being the leasable floor area does not exceed 1800m² and the site adjoins a Road Zone Category 1 (Maroondah Highway). However, the associated buildings and works, access, car parking and other elements of the proposal do require planning approval and are the key areas for consideration.

Consistency with the Healesville Structure Plan

The Healesville Structure Plan was adopted by Council on 9 August 2016 and provides a long term plan to manage growth and development of the township. Key principles identified in the Structure Plan relevant to this application include:

- *Maintain the existing rural town character of Healesville*
- *Maintain the vibrancy of the town centre*

Under Business and Tourism, the Structure Plan has the following objectives and a specific action relevant to this application.

- *Ensure new development complements the main street retail shopping strip*
- *Focus additional commercial activity and development within the existing town centre shopping strip*
- *Action 9: Encourage additional retail activity, including a medium sized supermarket, within the town centre shopping strip.*

The subject site has been identified as a potential development site in the Strategic Framework Plan for the town centre (refer to Attachment 17).

While the use of the proposed supermarket is as of right under the zone, the proposed supermarket in this location is consistent with the direction of the structure plan. It will extend and strengthen the existing retail shopping strip and being a medium sized supermarket it is not expected to have a major detrimental impact on current businesses operating nearby.

The Economic Study prepared for the Healesville Structure Plan was supportive of a medium size supermarket development within the town centre. The proposed use would contribute to shopping choice and the use will support the primacy of the main street shopping strip along Maroondah Highway as Healesville's core retailing area.

Council's Economic Development Unit supports the establishment of Aldi in Healesville as it will offer a second supermarket to residents and increase sector competition. Approximately 10-15 jobs being generated as a result of the proposal.

The Healesville Structure Plan recognises that Healesville can be congested in peak periods and parking can be difficult in certain locations within the town centre. The structure plan identifies a need to upgrade parking along River Street, review parking restrictions and improve pedestrian accessibility throughout the town.

In relation to design, the structure plan emphasises a need to maintain the rural character of Healesville encouraging building heights and design to reflect and complement the existing town character.

The revised design as reflected within the 'Without prejudice conditions' is generally considered to respond to the built form directions of the structure plan. A detailed assessment of the design and built form, access and parking is provided below.

Design & Built Form

The site is located within the Design and Development Overlay Schedule 12 (DDO12) that provides policy guidance to ensure that new development respects the distinctive built form and streetscape characteristics of the Healesville Town Centre. While the design of the building includes typical features of Aldi supermarkets found anywhere, it also includes distinct features that provide visual interest and articulation in all three streetscapes. These features include use of stone clad columns, stencilled graphics and a range of render colours for the walls and tower feature.

The entrance to the store is orientated at the corner of Maroondah Highway and Church Street. While most shoppers will access the store by car, the orientation of the store encourages pedestrian access from the main shopping area with its clear entrance and visual connection to the main street. The applicant proposes to construct a new footpath along the Maroondah Highway frontage, which will also encourage pedestrian activity and connection to the main shopping area. It is recognised that encouraging pedestrian activity in retail areas will increase the economic vibrancy of existing businesses.

The design of the building includes a canopy over the footpath along Maroondah Highway and partially along Church Street which is in line with the recommendations of the Design and Development Overlay. However it is noted the 'Without prejudice plans' reflect a reduced canopy depth (from 2.4 metres to 1.5 metres) which falls short of serving its real purposes of protecting pedestrians during inclement weather. It is therefore considered reasonable to require an increase of the canopy depth to 2.4 metres as originally proposed. This may result in some additional pruning required of Tree 12 and this is to be assessed and carried out by Council's arborists.

The southern elevation fronting Maroondah Highway offers clear glazing to the street, which provides natural light to the pedestrian ramp from the lower ground car park. This will provide some visual activation to the street, albeit minor through movement within the building. Nonetheless, the clear glazing reflects a more traditional retail frontage and presents an attractive built form to the highway.

In response to concerns expressed by residents at the information night, the overall height of the towers have been reduced from 12.66 metres to 11.29 metres. While this height

exceeds the recommended maximum height of 7.5 metres under DDO12, it is considered acceptable as this height is limited only to the tower component of the building and the predominant built form is limited to a maximum height of 7.42 metres. In addition, the design utilizes the slope to the north to accommodate the lower level car park and therefore the overall built form is considered to be a suitable low scale structure that will not be imposing within the streetscape.

Concerns were expressed by objectors regarding the lack of articulation and visual interest in both streetscapes. It is considered the range of colours and materials, glazing and steel balustrading will define the pedestrian entrance point and provide adequate articulation in both streetscapes.

The render colours include 'Drive Time' (grey) for the tower features and 'Fluorescent Fire' (red hue) for the walls. These colours provide depth and reflects the range of colours found in existing heritage buildings further east in the streetscape.

It is considered these changes in design will ensure the built form is responsive to the Healesville township characteristics. A condition for amended plans to reflect the revisions reflected within the 'Without prejudice plans' will be included as a condition of approval.

Concerns were raised by objectors that a roof plan has not been provided to demonstrate how the location of mechanical equipment will not be visible above the roofline. It is recommended this plan be provided to demonstrate that all services will be suitably screened from view in the street frontage. This will be required as a condition of approval.

The applicant has advised that they will reinstate the footpath in Maroondah Highway road reserve with a 'like-for-like' design. This will maintain consistency in streetscape presentation and will be included as a condition of approval.

Overall, it is considered the design and layout of the supermarket is generally in accordance with the design requirements of DDO12. The amended tower height, stencilled graphic, colours and materials will enhance the distinctive built form and streetscape characteristics of the town centre and reinforce the main street as the focus of business and pedestrian activity.

Access and Parking

Layout

The layout includes 62 car parking spaces located within a lower ground floor car park that is accessed from Church Street (including two disabled spaces). The lower level car park incorporates safe, convenient and direct pedestrian access to the store via both stairs and lifts. The design identifies the car park entry and exit point in Church Street through the use of internally illuminated signage above the entrance.

The proposed layout and car parking dimension is in accordance with the requirements of Clause 52.06 of the Planning Scheme and are commonly used for retail parking bays.

A loading bay for the Aldi store is proposed on the northern side of the building with access from River Street and exit via Church Street. This layout allows for safe and efficient truck access to and from the site and minimal disruption to traffic in the surrounding street network.

The loading area is screened from view through its location to the rear of the site (north elevation). It is considered that the retention of street trees, use of landscaping and fencing along the north boundary will adequately screen the loading bay in River Street.

In addition to the main under cover parking area, there are 4 staff parking spaces provided at the rear of the site, located adjacent to the loading access way. These spaces are elevated above River Street and providing a vehicle barrier is installed will comply with the Planning Scheme and AS2890.1. This will be required as a condition of permit.

Parking Provision

In accordance with the requirements of Clause 52.06, a minimum of 76 car spaces is required for a supermarket at a rate of 5 spaces per 100m² leasable floor area. The submitted plans indicate the provision of 66 on-site car spaces and therefore a dispensation of 10 car spaces is required.

The applicant has submitted a Car Parking Demand Assessment in accordance with Clause 52.06-6. This assessment indicates the maximum anticipated demand for car parking for the supermarket would be 52 spaces, which is 11 spaces less than the number of spaces provided.

The lower level of parking demand is based on a number of factors. Some customers seeking to purchase a small number of items from the proposed supermarket may already be parked in the area or will walk to the site from nearby residential areas. It is estimated that this factor will reduce the parking demand by approximately 10% in comparison to a similar supermarket that is isolated from an activity centre.

The report also includes an empirical assessment of parking demand based on comparison to other Aldi supermarkets in townships such as Morwell. This analysis reveals that there is a variation in the peak car parking demands of between 3 to 5 parking spaces per 100m² of floor area, with an average peak demand of 4 spaces per 100m². For all 3 supermarkets surveyed, the peak demand occurred around midday on Saturdays. This will equate to a parking demand of 61 spaces for the subject site that can be satisfied on site.

The traffic report also assessed the parking demand at the Aldi Monbulk store. The results indicated a maximum occupancy of the 61 on-site spaces across 3 days of survey was 32 spaces, recorded at 2pm Saturday.

The traffic report also concludes that there is alternative car parking available in the vicinity of the subject site that will satisfy the demand at peak times. This includes a large public car park on the opposite side of Church Street.

Traffic Generation

The Traffic report includes surveys of the existing peak hour traffic turning volumes at 4 of the closest intersections, along with SIDRA analysis of the intersection operation of 3 of these intersections - before and after development - based on traffic distribution assumptions.

The days surveyed were Wednesday, Friday and Saturday and the SIDRA analysis used Saturday volumes as the basis of typical supermarket peak demand coinciding with on-road peak traffic volumes. Council's traffic engineer has advised that traffic distribution

assumed in the Traffic report is considered reasonable as a worst case for the Church Street Maroondah Highway intersection, where the east approach traffic volume increases by approximately 30% from 498 to 649 vehicles per hour (vph). Other traffic volumes are assumed to increase at the signalized Green Street intersection by 25.4% (484 to 603vph) on the east approach and 55% (65 to 101vph) on the south approach.

The report notes that diversion route alternatives are highly likely, but does not highlight that diversion routes are most likely for outbound movements from the development. Typically these will use River Street and Green Street north to avoid right turns onto the Highway at un-signalized intersections for safety and delay reasons.

Diversion routes that increase traffic volumes using the Green Street signals have not been included in the Saturday SIDRA analysis of that intersection. Without any outbound development traffic on the north approach, the analysis indicates Green Street delays will increase. This is proposed to be achieved by increasing the Highway green cycle time of the signal, which cannot be done without VicRoads approval and this permission, has not been sought.

Based on the above mentioned traffic movements Council's traffic engineer has recommended infrastructure requirements within Maroondah Highway, Church Street and River Street to achieve effective integration of the proposed development and associated movements with the rest of the commercial area.

The infrastructure requirements (refer to Attachments 18 – Aldi Markup plan) include the installation of a pedestrian refuge within Maroondah Highway that is located to the west of Church Street that connects to the existing footpath network, a widened bicycle lane that facilitates safer left turn movements from Maroondah Highway into Church Street, minor line marking changes on the Highway east approach and kerbing and sealing of the existing car parking spaces. The location of the pedestrian refuge will also require the 50km/hr speed restriction signs to be moved further west. This treatment is considered the minimalist treatment required under Part 4a of the Austroads Guide.

VicRoads being the road management authority has also expressed concerns with the impact on the indirect traffic flow from the proposed development via Church Street onto Maroondah Highway. VicRoads has advised Council to ensure that the through traffic movements do not impede the east bound and west bound traffic movements. VicRoads support the requirement for a pedestrian refuge and relocation of the 50km/hr sign as this will facilitate a staged crossing of Maroondah Highway.

The recommended traffic works have the potential to adversely impact on one of the street trees on Maroondah Highway. Consequently the 'Markup' plan and infrastructure requirements were discussed with Council's arborist who has requested 'air-spading' to be undertaken which is a non-destructive investigation to determine the extent and depth of the root system of the street tree (the English Elm). The engineering construction plans will be required to be developed with reference to the findings of the air-spade investigation in order to enable the successful retention of this tree on Maroondah Highway.

The objectors are concerned about the removal of the existing footpath in Maroondah Highway as it contains significant plaques. The applicant has advised that they are willing to reconstruct the footpath, including the reinstallation of the plaques, to match the existing conditions. This will be included as a condition of approval.

On-Street Parking

The proposal will not result in the loss of any existing parking along Maroondah Highway as the existing 7 parallel car spaces are to be maintained. The proposal will generate demand for short term parking spaces and these parking spaces are likely to be used by Aldi patrons. Currently these spaces are gravelled and do not have kerbing. In light of the frequent use generated by the proposal, as these spaces are to be sealed with proper drainage and kerbing requirements as part of the permit conditions

There a 5 parking spaces in Church Street will be lost to accommodate the loading truck exit and left turn movements from Maroondah highway. The applicant will be required to replace these spaces in the road reservation. The requirement for these spaces is also shown within the 'Markup' plan and will be included in the permit conditions.

Bicycle Facilities

In accordance with Clause 52.34-3 of the Planning Scheme, a supermarket and retail use requires 3 employee spaces and 3 visitor bicycle parking spaces.

No bicycle parking is currently proposed as part of this development. It is recommended that a bicycle parking rack is provided for customer bicycle parking requirements within the nature strip adjacent to the main entrance to the supermarket either on Maroondah Highway or Church Street. A bicycle parking rack for staff is to be provided adjacent to the staff parking area at the rear of the site.

Additionally, if 5 or more employee bicycle spaces are required, 1 shower and 1 change room facility is required in accordance with Clause 52.34-3. As the proposal only requires 3 employee bicycle spaces, these requirements would not apply.

Overall, Clause 52.34 has been met.

Vegetation and Landscaping

Two existing street trees are proposed to be removed including 1 Poplar (22 metres high) in River Street and 1 Cypress (12 metres) in Church Street. The tree removal is required in order to construct crossovers to allow for safe and efficient movement of trucks to and from the site. The arborist report submitted with the application notes that the Grey Poplar tree within River Street road reserve is a well established, mature specimen.

Council's arborist provided consent for the removal of this tree as Poplar trees either side of the driveway are to be retained and protected which will maintain the avenue of trees in River Street. This is a site responsive design as the tree removal is minimal and all other trees are to be retained in both street frontages.

The initial plans submitted with the application included removal of 2 poplar trees from the River street frontage to accommodate the access and egress of the loading trucks. Acknowledging the significance associated with the row of these trees, negotiations were undertaken with the applicant to limit tree removal within River Street to 1 tree and instead allow the removal of the Cypress tree from Church Street to facilitate the egress of loading trucks.

The proposal seeks to prune an English Elm (Tree 12), a heritage tree protected under the Heritage Overlay HO159. The Elm tree forms part of the avenue planting along the main street of Healesville. The heritage statement of the heritage street trees is as follows:

After the arrival of the railway in 1889, plantings of elms and oaks in Nicholson Street and other main streets made a major contribution to the development of Healesville as a major district town. The remaining elms in Nicholson Street (now Maroondah Highway) and oaks in Church Street near the Mechanics Institute, planted last century, contribute to the special character of Healesville streetscapes. They form an important part of the town's heritage.

The street trees of the main street of Healesville, Nicholson Street (Maroondah Highway), are one of the most distinctive features of the streetscape. Mature elms, planes and some oaks, line the main street, creating shade and a garden atmosphere...

From this perspective, protection and retention of this tree is a priority and it is the most visible and significant tree around the development. The existing canopy of the tree overhangs into the site. Pruning of this tree prior to any works occurring is required to accommodate the proposed building and verandah canopy extending 2.4 metres into the road reserve.

As the tree is located approximately 5.5 metres from the property frontage it is recommended that pruning the tree canopy to a canopy width of 3 metres at verandah canopy height, and 3.5 metres above the verandah canopy height, is considered reasonable. This would also ensure that the tree can remain viable and continue to be a feature along Maroondah Highway. Permit conditions have been provided to ensure pruning will be undertaken appropriately by a qualified arborist.

Storm Water

Melbourne water has assessed the information provided by the applicant and have provided conditional consent to the proposal. The conditions stipulate finished floor levels of the building, finished surface levels for the car park, style of fence and require a certified plan prior to occupancy of the building.

Advertising Signs

A planning permit is required to display the internally illuminated business signs for the supermarket in accordance with Clause 52.05 of the Scheme.

The proposal comprises a number of internally illuminated advertising signs for the purpose of displaying the Aldi brand and giving the development appropriate identification for pedestrians / motorists.

In accordance with DDO12, signs must form an integral part of the building and not dominate the architecture of the building. The overlay recommends that signs should not be located on the roof of a building or extend above the parapet of the building and visual clutter associated with signs should be avoided.

The location of the internally illuminated signs on the tower elements (area of 4.2m²) is satisfactory as it will not dominate the façade or the nearby heritage streetscape. These signs are appropriate to the size for the site and effectively identify the supermarket use.

The 'Without prejudice plans' indicate a reduction in the proposed signage and the displayed signs reflect the primary viewpoints to the site. As a result, the proposal minimises the potential for visual clutter as they provide a coordinated approach to advertising of the supermarket, displaying the corporate logo of Aldi stores only.

Response to Grounds of Objection

In response to the specific grounds of objection the following brief responses are offered (if not already responded to earlier in the report):

Amenity & Lighting

The submitted plans indicate that trolley storage is to be provided in the lower level car park of the building.

A permit condition ensures that any lighting is suitably baffled to ensure there are no amenity impacts on any nearby property.

The plans indicate there is a sliding gate to the lower level car park that will be closed when the supermarket is not in operation.

A waste management plan will be required as a condition of approval, confirming whether private or Council collection will be required.

CONCLUSION

The proposal to provide a medium sized supermarket at this location in Healesville will provide economic benefits to the town. The proposal will bring new jobs to Healesville and provide a second supermarket that will strengthen the core retail strip and activate a currently under-utilised site.

The 'Without prejudice plans' respond to many of the concerns raised by community members and Council officers. The building design is sensitive to Healesville's rural character.

Overall, the features and location of the subject site and the proposed design makes this a highly acceptable development proposal.

ATTACHMENTS

- 1 Conditions
- 2 Planning Policy
- 3 Advertising and Objector Locality Plan
- 4 Advertised Site Plan (Upper Ground)
- 5 Advertised Site Plan (Lower Ground)
- 6 Advertised Elevations: Maroondah Hwy and Church Street
- 7 Advertised Elevations: River Street and West Elevations
- 8 Advertised Landscape Plan
- 9 Without Prejudice Site Plan (Lower Ground)
- 10 Without Prejudice Site Plan (Upper Floor)
- 11 Without Prejudice Elevations: Maroondah Hwy and Church Street
- 12 Without Prejudice Elevations: River Street and West Elevation
- 13 Without Prejudice Maroondah Hwy Photo Montage East Bound
- 14 Without Prejudice Maroondah Hwy Photo Montage
- 15 Without Prejudice Signage Details
- 16 Without Prejudice Signage Details
- 17 Healesville Structure and Action Plan
- 18 ALDI Markup Plan

(Attachments to this report are available for viewing separately on Council's Website)

CORPORATE SERVICES

No. of Pages – 3

7.2 Dog Off Lead Park - Kimberley Reserve

RESPONSIBLE OFFICER Director Corporate Services

SUMMARY

In anticipation of the upcoming opening of the Kimberley Reserve Active Living Hub dog agility park, an amendment to the Order 1/2013 made by Council under section 26(2) of the Domestic Animals Act 1994 is required to allow dogs to be exercised off lead within the park area.

RECOMMENDATION

That Council

1. ***Amend Schedule A of Order 1/2013 made under Section 25(2) and Section 26(2) the Domestic Animals Act 1994 to***
 - (a) ***Remove Sunset Reserve, Chirnside Park as an area designated for dogs to be exercised off lead.***
 - (b) ***Include Kimberley Reserve dog agility park as an area designated for dogs to be exercised off lead.***
2. ***Publish the amended Order in the Victorian Government Gazette and in the local newspaper.***

PROPOSAL

Council endorses the amendment to Order 1/2013 relating to the regulation of cats and dogs in relation to the inclusion of Kimberley Reserve agility park as a designated area where dogs can be exercised off lead.

BACKGROUND

Council previously resolved to make Order 1/2013 under section 26(1) and (2) of the Domestic Animals Act 1994, on the 11 March 2014. A subsequent amendment was made to restrict dogs permitted to be exercised off lead in Sunset Reserve, Chirnside Park to weekends only.

On the 9 August 2016 Council resolved to *'amend the location of the off-lead dog park within Kimberley Reserve, as previously endorsed by Council on 11 March 2014 as part of Order 1/2013 Regulating Cats and Dogs in Yarra Ranges, with it to be relocated from*

Sunset Reserve to the western side of the existing sporting ovals within Kimberley Reserve, and that this be formally gazetted once completed.'

STRATEGIC LINKS

- *Safe and Connected Communities*
- *Active and Engaged Communities*
- *Domestic Animal Management Plan 2012-2017*

CONSULTATION

Broad consultation was conducted over the Kimberley Reserve Master Plan in 2015 with further consultation of various elements of the Plan from April 2016 to September 2016.

Following feedback from the community, the Chirnside Park Primary School, sporting clubs and the Project Reference Group there was, among other things, support for a dog off lead area in Kimberley Reserve and that signage be improved relating to the dog off lead area.

FINANCIAL IMPLICATIONS

Construction of the Kimberley Reserve Active Living Hub is complete. Costs to advertise the amended order and place signage within the dog agility park are covered under existing operational budgets.

KEY ISSUES

The outcome of community consultation validates support for the replacement of the Sunset Reserve dog off lead area with the Kimberley Reserve dog off lead area. Consensus was reached through the community consultation

Environmental Impacts

No bushland or environmentally sensitive areas are impacted by the creation of the Kimberley Reserve off lead park.

Social Impacts

An improved purpose built dog off lead area is likely to increase the social interaction between people using the park. Increased use of this area also provides an opportunity for pets and their owners to improve their physical fitness and general wellbeing.

Economic Impacts

There are no known or anticipated economic impacts as a result of the creation of the Kimberley Reserve dog off lead park.

Risk Assessment

Council has always made provision for areas within the municipality for pet owners to exercise their dogs off lead. While this can expose Council to an element of risk, reports dog related incidents are insignificant and are disproportionate to the number of dogs being exercised at any one time across the municipality without incident. Council's decision to make orders to permit dog-off lead areas is therefore considered low risk. To ensure the risks are further controlled, Council Rangers patrol dog off lead parks promoting responsible pet ownership.

CONCLUSION

That Council endorses the recommendations to amend Order 1/2013 to allow the use of the Kimberley Reserve Active Living Hub dog agility park as an area where dogs can be exercised off lead.

ATTACHMENTS

- 1 Amended Dog and Cat Order 1/2013
- 2 Map of Kimberley Reserve Dog Off Lead Area
- 3 Map of Sunset Reserve Dog Off Lead Area

(Attachments to this report are available for viewing separately on Council's Website)

7.3 Appointment of Authorised Officers

RESPONSIBLE OFFICER Director Corporate Services

SUMMARY

This report provides for the formal appointment of Council Officers as Authorised Officers pursuant to Section 147(4) of the *Planning and Environment Act 1987* and Section 232 of the *Local Government Act 1989*.

RECOMMENDATION

That Council

1. ***Formally appoint the officers referred to in the Instrument as an authorised officer pursuant to Section 147 (4) of the Planning and Environment Act 1987 and Section 232 of the Local Government Act 1989.***
2. ***Request that the Instrument of Appointment and Authorisation be signed and sealed by the Chief Executive Officer.***
3. ***Note that the instrument comes into force immediately the common seal of Council is affixed to the instrument, and remains in force until Council determines to vary or revoke it.***

PROPOSAL

It is proposed that the employees listed in this report be appointed as an Authorised Officer pursuant to the above referred legislation to enable them to undertake the duties of office.

BACKGROUND

Instruments of Appointment and Authorisation empower relevant staff to exercise the powers granted to authorised officers by legislation or a local law.

The Instrument of Authorisation by Council under the *Planning and Environment Act 1987* was approved by Council on 28 February 2017 and came into effect the next day when the Common Seal of the Council was affixed.

Officers included in the Instrument of Appointment and Authorisation have been identified in consultation with the Planning Department.

STRATEGIC LINKS

The appointment of authorised officers is an administrative exercise that is provided for in legislation.

CONSULTATION

Consultation has been undertaken with the Planning Department in the preparation of the revised Instrument in order to ensure that appropriate staff are appointed to exercise the powers granted to authorised officers by legislation or a local law.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from the appointment of an authorised officer.

KEY ISSUES

The Instrument of Appointment and Authorisation under the *Planning and Environment Act 1987* has been prepared for Council's consideration based on advice from the Maddocks Authorisations and Delegations Service. The Instrument included at Attachment 1:

- appoints the officers named to be authorised officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act
- authorises the officers generally to institute proceedings for offences against the Acts and regulations.

Maddocks recommend that the appointment of authorised officers under the *Planning and Environment Act 1987* requires a formal resolution of Council. Where such authorisation is proposed to be granted, provision is also made to allow the respective officer to also initiate proceedings on behalf of Council (as provided in Section 232 of the *Local Government Act 1989*).

The Instrument of Appointment and Authorisation included at Attachment 1 has been updated to reflect organisational and staff changes since 28 February 2017.

Environmental Impacts

There are no direct environmental impacts associated with the appointment of an authorised officer.

Social Impacts

There are no direct social impacts associated with the appointment of an authorised officer.

Economic Impacts

There are no direct economic impacts associated with the appointment of an authorised officer.

Risk Assessment

Council subscribes to the Maddocks Delegations and Authorisations service. The Instruments referred to within this report have been prepared based on current advice provided by Maddocks.

It is important that authorised officers be properly appointed.

CONCLUSION

Council should formally appoint the officers listed as an authorised officer pursuant to Section 147 (4) of the *Planning and Environment Act 1987* and Section 232 of the *Local Government Act 1989*.

The Instrument of Appointment and Authorisation document will be signed and sealed by the Chief Executive Officer.

ATTACHMENTS

- 1 Instrument of Appointment and Authorisation (Planning and Environment Act 1987)



Yarra Ranges Shire Council

Instrument of Appointment and Authorisation

(Planning and Environment Act 1987 only)

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Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "officer" means -

Alison Wastie	Director Social & Economic Development	Yogita Rijal Malla	Planning Officer
Angus McGuckian	Executive Officer Planning Services	Dylan Holmes	Planning Officer
Marcella Simone	Executive Officer Planning Services	Caz Elliott	Senior Subdivisions Officer
Michael Dafnomilis	Team Leader Planning Services	Damian Closs	Manager Development Services
Ben Page	Principal Planner	Claudette Fahy	Project Manager Strategic Planning
Moulisa Sahai	Team Leader Planning Services	Kris Hansen	Senior Strategic Planning Officer
Matthew Schreuder	Senior Planning Officer	Keryn Williams	Senior Strategic Planner
Katherine Baltas	Senior Planning Officer	Deborah Willis	Strategic Plan & Info Project Officer
Katie Douglas	Senior Planning Officer	Rachel Hughes	Strategic Planner
Susan Hartley	Senior Planning Officer	Ben Champion	Strategic Planner
Manjusha Pitty	Executive Officer Planning Services Major Projects	Darren Bailey	Prosecutions Coordinator
Tanya Overton	Team Leader Planning Services	Tim Sproule	Building and Planning Compliance Officer
Konrad Bruhn	Planning Officer	John Harrison	Building and Planning Compliance Officer
Eve-Marie Davie	Planning Officer	Michael Herbig	Building and Planning Compliance Officer
Nathan O'Shaughnessy	Planning Officer	Murray Eva	Building and Planning Compliance Officer
Gbenga Tokun	Planning Officer	Kevin Johnstone	Building and Planning Compliance Officer
Anita Collingwood	Planning Officer	Robert Forsyth	Building and Planning Compliance Officer
Virginia McCallum	Building and Planning Compliance Officer	Phillip Knight	Senior Planning Officer
Jeremy Lavender	Planning Officer	Sonja Nieuwenhoven	Planning Officer
Thusari Wollbrandt	Planning Officer	Satyen Kothari	Senior Planning Officer
Nick Wilkinson	Senior Planning Officer		

By this instrument of appointment and authorisation, Yarra Ranges Shire Council -

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

It is declared that this instrument –

- (a) comes into force immediately upon its execution and remains in force until varied or revoked;
- (b) replaces and subsequently revokes any previous Instruments of Appointment and Authorisation to the members of Council staff named above; and
- (c) must not be exercised in a manner which is inconsistent with legislation and the Council's policies and procedures.

This instrument is authorised by a resolution of the Yarra Ranges Shire Council on 26 April 2017.

The COMMON SEAL of YARRA)
 RANGES SHIRE COUNCIL was)
 hereto affixed on 27 / 04 / 2017)
 in the presence of Glenn Patterson,)
 Chief Executive Officer.)

.....
Glenn Patterson
Chief Executive Officer

ENVIRONMENT AND ENGINEERING

No. of Pages – 4

7.4 Eastern Transport Coalition (ETC) Transport Priorities Platform

RESPONSIBLE OFFICER	Director Environment & Engineering
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SUMMARY

The Eastern Transport Coalition (ETC) consists of seven eastern councils that collaborate to advocate for accessible and integrated transport services on behalf of over one million residents that the ETC councils represent.

The ETC has completed a review of its policy agenda to ensure that it is well positioned to take advantage of opportunities presented for improvement to transport services in the region. An outcome of this process has been the preparation of a policy platform document 'Eastern Transport Coalition Transport Priorities' that outlines priority initiatives for the region. These priority initiatives have been consolidated from all the initiatives that member councils nominated and have been grouped together under four key themes: Connectivity, Liveability, Productivity & Efficiency and Sustainability.

The ETC Transport Priorities document will remain 'live' over the next two years, subject to review and updating by member councils from time to time, as required.

The ETC Transport Priorities document has been endorsed by the ETC at its February 2017 meeting. This document is now presented to Council for endorsement.

RECOMMENDATION

That Council endorse the Eastern Transport Coalition Transport Priorities document.

PROPOSAL

Council to acknowledge the work of the Eastern Transport Coalition in the development of their Transport Priorities document and to endorse this document.

BACKGROUND

The Eastern Transport Coalition (ETC) consists of seven eastern councils that collaborate to advocate for accessible and integrated transport services on behalf of over one million residents that the ETC councils represent.

The ETC has completed a review of its policy agenda to ensure that it is well positioned to take advantage of opportunities presented for improvement to transport services in the

region. An outcome of this process has been the preparation of a policy platform document 'Eastern Transport Coalition Transport Priorities' that outlines priority initiatives for the region. These priority initiatives have been consolidated from all the initiatives that member councils nominated and have been group together under four key themes: Connectivity, Liveability, Productivity & Efficiency and Sustainability.

The ETC Transport Priorities document will remain 'live' over the next two years, subject to review and updating by member councils from time to time, as required.

The ETC Transport Priorities document has been endorsed by the ETC at its February 2017 meeting.

STRATEGIC LINKS

The preparation of the policy platform document 'Eastern Transport Coalition Transport Priorities' is aligned with a current Yarra Ranges Council Strategic Goal Action, as detailed below:

"YR STRATEGIC GOALS 1.6.1

1.6.1.1 Advocate for public transport improvements to increase connectivity"

CONSULTATION

As part of the development of the Eastern Transport Coalition policy platform Yarra Ranges and other member councils of the coalition were invited to list priority transport projects for inclusion in the overall document.

The list of projects listed by Yarra Ranges was developed in consultation with the wider Environment and Engineering directorate and based upon priority issues across the municipality.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this initiative. The Eastern Transport Coalition Transport Priorities is an advocacy initiative for seeking external funding for projects and initiatives across the Eastern Region.

As a member council of the Eastern Transport Coalition, Council contributes an annual amount of \$8,000 to fund operational requirements of initiatives of the ETC. ETC finances are managed by the City of Knox.

KEY ISSUES

The Eastern Transport Coalition developed its Commuters Count campaign branding to frame its advocacy to all sides of politics for the 2014 Victorian state government election.

Key initiatives identified included the Doncaster and Rowville rail lines, level crossing removals, bus service upgrades and better transport interchanges.

With an extensive level crossing removal program well under way, and the two rail line projects being rendered long term prospects at best (by both the Government and the Infrastructure Victoria process), the ETC therefore needed to review and update its policy agenda as it starts to plan ahead for the 2018 Victorian state government election.

A policy development methodology was agreed to by the ETC members and commenced in mid 2016.

Each council was asked to list its priority transport projects to incorporate into a new advocacy platform.

Few of the initiatives proposed have claims to being of regional significance, and there were no landmark projects like the Doncaster and Rowville Rail proposals that the group advocated for in the lead up to the last state government election. Given these strategic limitations, the group embarked on a two-stage workshop process to determine four key themes to group the proposed initiatives under: Connectivity, Liveability, Productivity & Efficiency and Sustainability.

Grouping initiatives that have little impact beyond individual Local Government Council boundaries under a theme allows the ETC as a whole to campaign around the theme. If, for example, the State Government plans to improve connectivity in the eastern region then there are a number of identified projects across the region that can be advocated for.

The list of projects supplied by each council has been reviewed and refined over the course of the policy development process.

Each initiative has been presented in a similar format, identifying the need it addresses, the benefits that will be gained, and the basic outline of the action required.

The rigorous and thorough approach taken by the ETC in developing the policy platform document has taken into consideration the many varied aspects of transport service needs of the region. This approach will serve to assist in effectively progress the advocacy work of the ETC into the future.

Environmental Impacts

The Eastern Transport Coalition policy platform document recognises the strong relationship between the provision of transport services and the environment within Yarra Ranges and the wider eastern region.

Social Impacts

The Eastern Transport Coalition policy platform document recognises the strong relationship between the provision of transport services and the social benefits within Yarra Ranges and the wider eastern region.

Economic Impacts

The Eastern Transport Coalition policy platform document recognises the strong relationship between the provision of transport services and economic benefits within Yarra Ranges and the wider eastern region.

Risk Assessment

It is considered that there are no risks associated with the recommendations and initiatives listed in the Eastern Transport Coalition Transport Priorities document for the Council.

CONCLUSION

The policy platform document 'Eastern Transport Coalition Transport Priorities' will ensure that the region is well positioned to take advantage of opportunities presented for improvement to transport services in the region.

Yarra Ranges' contribution towards the development of the document is reflected by the inclusion of its transport priority projects within the document.

The policy platform document combined with the ongoing advocacy work of the Eastern Transport Coalition is also aligned with Yarra Ranges' strategic goals.

Endorsement by Council of the 'Eastern Transport Coalition Transport Priorities' document will further emphasise support for the Eastern Transport Coalition of which Yarra Ranges is a member.

ATTACHMENTS

- 1 ETC Transport Priorities

(Attachments to this report are available for viewing separately on Council's Website)

CHIEF EXECUTIVE OFFICER

No. of Pages – 15

7.5 Civic Centre Consultation

RESPONSIBLE OFFICER Chief Executive Officer

SUMMARY

This report provides an analysis of the data and information gathered during the community consultation for the civic centre's community space. It includes how this information will influence the design, and the feedback process to the community.

On 29 November 2016 Council discussed conducting a community engagement process to inform the community on the status of the project and consult on the proposed civic space incorporated in the schematic design. It was agreed that a process be developed and presented to Council on 17 January 2017 for discussion. The process was agreed and the engagement was conducted between 2 February and 17 March 2017.

Overall the community engaged positively with the information and the opportunity to provide input into the redevelopment. While there was some negativity, it was primarily through the social media conversation where many comments focused on roads, drainage and rates. The negative face-to-face conversations were primarily directed toward government as an institution, and issues people experience in their neighbourhoods, including the impact of planning decisions and development. Some people took the opportunity to make suggestions about the design, both inside and outside (building and landscaping). Irrespective of the negative comments there was overwhelming support for the development.

Key insights from the consultation highlight the community's desire to use the space for a range of activities. They want opportunities to come together with others, and as one person put it, this will be a 'Real asset for the community'.

From this information it can be surmised that the community's vision for the community space is to bring people of all ages, abilities and interests together to meet, recreate, socialise and mingle through a range of indoor and outdoor activities.

RECOMMENDATION***That Council*****1. Notes**

- (a) the outcomes of the civic centre redevelopment community engagement process**
- (b) that 74% of participants in the face-to-face conversation were supportive of the redevelopment, 13% were not supportive and 13% were undecided**

- (c) *the proposed approach to publishing the outcomes, including a media release and updated information and FAQ's on Council's website, and a story in Yarra Ranges Local, both print and e-newsletter.*
2. *Refers a summary of the community engagement process comments that relate to the civic/community spaces design, to the project design team for consideration.*
3. *Notes the increase in community/civic space:*
- (a) *From 431 square metres in the existing Anderson Street Lilydale building*
- (b) *To a proposed 991 square metres indoor and a new 500 square metre flexible outdoor space in the redeveloped civic centre (a total of 1,491 square metres) – a 245% increase in floor space for community use, as shown in the plans in Appendices 1 and 2.*
4. *Requests the design team consider reconfiguration of the proposed Chamber/multi purpose room (405 square metres) and entrance foyer (463 square metres) drawn in the schematic design concept, so they are co-located/integrated to facilitate larger community functions/events.*

PROPOSAL

The report proposes that Council:

- Considers the outcomes of the community consultation, requests the design team take that in to account in the design of the civic/community space and supports the proposed method to communicate the outcomes to the community.
- Notes the substantial increase in the civic/community space and requests the design team optimise the integration of the indoor civic/community space.

BACKGROUND

Yarra Ranges Council has been working on various iterations of the Municipal Accommodation project for more than 20 years.

Council's civic office accommodation at Anderson Street was originally constructed in the late 1970s and is now no longer fit for purpose. The site and buildings require significant modification and refurbishment to be compliant with current day standards. This is due in part to the age of the facility, its current configuration, changing legislation and standards, organisational growth and limited capital investment.

The key presentations and decision points that have occurred over the last seven years relating to this project include:

- In May 2010 Council endorsed a \$17.7m redevelopment of the main Anderson Street Building.
- In October 2012 Council resolved to "put on hold" the Design Development phase of the Municipal Accommodation Project to further investigate the leasing or purchasing options for the former Swinburne University site.

- In July 2014 Council endorsed the investigation of potential alternate sites (8) for Council's office accommodation in Mooroolbark, Chirnside Park and Lilydale.
- In September 2014 Council was briefed on the outcome of the site investigations and various procurement and delivery options for the project including joint venture, purchasing versus leasing and redevelopment on our own land.
- At the September 2014 meeting Council agreed that based on the various procurement models and the outcome of the feasibility assessments the redevelopment of Council's existing Anderson Street site was the most viable and practical option.
- In February 2015 Council endorsed the philosophy of Activity Based Working and engaged Veldhoen & Company to assist with the development and implementation of the flexible working concept.
- In April 2015 it was confirmed that the former Swinburne University site was no longer a viable option.
- In August 2015 Council endorsed the development of a feasibility assessment for the Anderson Street Council Offices to investigate current issues and to develop concept options for consideration by Council.
- In March 2016 Council was presented with the estimated costs for immediate compliance works and three options for the refurbishment and redevelopment of the Anderson Street buildings.
 - Minimum Works (Compliance & End of Life) \$ 6.5m
 - These minimal essential works were specifically focused on addressing the immediate compliance and end of life issues associated with the Anderson street buildings. These works had been identified through the site feasibility assessment process and would only address the immediate works required to make the site compliant with current standards. This option would not have addressed any reconfiguration or upgrading of office space, removal of leased premises or increases in civic / community space. To rectify the deficiencies this option would require considerable disruption to services and would result in additional portables to accommodate employees during these works.
 - Refurbishment (Limited) for \$18.0m
 - This option involved a limited reworking and extension of the existing main Anderson Street building. This would provide sufficient additional accommodation to allow the relocation of employees from leased premises at Chapel Street. The proposal did not resolve the existing inefficient accommodation arrangements for employees in portables adjacent to the main Anderson Street building, as the southern and west portables would remain and receive minimum rectification to make them comply with current building requirements.

- Refurbishment and Redevelopment (Partial)for \$22.5m
 - This option was for the partial refurbishment and extension of the existing main Anderson Street building. This would provide sufficient additional accommodation to allow the relocation of employees from leased premises at Chapel Street, the removal of the western portables and relocation of its employees into the main building. The proposal would not resolve the existing inefficient accommodation arrangements for employees in the southern portables as they would remain and be rectified to make them comply with current building requirements. The site areas adjacent to the remaining buildings would have been modestly upgraded as part of this option.
- Redevelopment (Complete) for \$28m (Council endorsed this option on 26 April, 2016)
 - This option is a complete refurbishment and multilevel extension of the existing main Anderson Street building. This will provide sufficient additional accommodation to allow the relocation of employees from leased premises at Chapel Street, and the removal of all adjoining portables. The proposal delivers the centralisation of all employees into one single building in a modern and flexible working environment. As part of this option the areas surrounding the main building will be upgraded to improve accessibility, functionality and integration with the existing landscape.
- On 26 April 2016 Council endorsed the complete redevelopment option for the Anderson Street Council offices to deliver a modest humble and fit for purpose civic office complex. A copy of that Council report is in the appendix to this report.
- In November 2016 Council officers undertook individual briefing sessions with new councillors to outline the background, redevelopment options and the current status of the project.
- In December 2016 the project design team completed the Schematic Design phase of the project. This phase involved more than 200hrs of workshops, consultation and meetings that involved more than 500 staff and directly effected stakeholders.
- On 29 November 2016 Council requested that a community consultation process be developed and site visits be undertaken for similar facilities at adjoining Councils.
- On 17 January 2017 Council officers presented a proposed community consultation and engagement process and the findings of site visits to similar facilities including their capacity, viability and functionality.
- A six week community consultation process was undertaken between 2 February and 17 March to identify whether people will use the community space at the civic centre and for what purpose(s).

STRATEGIC LINKS

Local Government Act 1989, Council's Strategic objectives 'Connected and Healthy Communities', 'Quality Infrastructure & Liveable Places', 'Vibrant Economy, Agriculture & Tourism' and 'High Performing Organisation', and the Community Engagement Policy.

CONSULTATION

A six week consultation process was undertaken incorporating a range of methods including pop-ups, social media, mailchimp e-newsletter, presentations, a survey and print media.

The aim of the consultation was two fold: firstly, to inform the community about the status of the project, and secondly, to receive feedback and comment on the schematic design of the proposed civic space.

Five questions were asked to ascertain whether people would use the community space at the civic centre and for what purpose(s). This information was intended to influence the design of that space.

The consultation process was designed to encapsulate the 'inform' and 'consult' elements of the IAP2 Public Participation Spectrum through the collection of quantitative and qualitative data. It was conducted over a six week period between 2 February and 17 March 2017.

Inform

Information about the consultation was disseminated through a range of mediums including: a Mail Chimp campaign to community groups, schools and businesses; Council's website; local newspapers; social media and Yarra Ranges Local.

General information about the civic centre development was available on Council's website and included concept designs, reports and FAQs.

Information was provided in displays at the five Community Links and included reports, DL survey postcards and a box to collect completed surveys. The same information was available at the pop-ups.

DL survey postcards were disseminated at Mooroolbark and Lilydale train stations and presentations were conducted with groups identified as key stakeholders.

Consult

The pop-ups, survey (DL postcards and Have your Say page on Council's website) and social media conversation provided opportunities for the community to engage in on-line and face-to-face interactions with Council staff or provide comments anonymously through surveys. While the pop-ups were concentrated in the urban area because of the proximity of the civic centre to these communities, they were dispersed across the municipality as much as possible. These methods enabled the collection of quantitative and qualitative data.

Presentations and discussions were conducted with specific groups identified as key stakeholders.

Results

Quantitative Data

Data was gathered from three (3) sources: social media (Facebook), survey (on-line and DL postcard) and pop-ups.

The social media campaign included six (6) advertisements each with a different image of the new building.

Campaign One:

- Advertisement 1: Reach: 6,537 people, Comments & replies: 3, No. people in the conversation: 14, Likes: 6, Angry faces: 3.
- Advertisement 2: Reach: 4,291 people, Comments & replies: 4, No. people in the conversation: 2, Likes: 7, Angry faces: 2.
- Advertisement 3: Reach: 22,991, Comments & replies: 101, No. people in the conversation: 67, Likes: 53, Angry faces: 17.

Campaign Two:

- Advertisement 1: Reach: 15,729, Comments & replies: 46, No. people in the conversation: 24, Likes: 14, Angry faces: 12.
- Advertisement 2: Reach: 14,157 people, Comments & replies: 78, No. people in the conversation: 37, Likes: 25, Angry faces: 16.
- Advertisement 3: Reach: 7,082, Comments & replies: 22, No. people in the conversation: 17, Likes: 11, Angry faces: 7.

Of the 70,787 people reached through the ads, a total of 131 individuals participated in the conversation over the course of the Facebook advertising campaign.

The Mail Chimp campaign was distributed to 721 groups (community groups, business groups and schools). Of this, 392 emails were opened (54.3%) resulting in 156 people (40%) clicking a link in the email to find out more information. The average stay on page was 1.07 minutes.

Two thousand three hundred and thirteen (2,313) DL survey postcards were disseminated with 141 completed and returned (6%). Seventy-five (75) electronic surveys were completed on the 'Have Your Say' page on Council's website. A total of 216 surveys were submitted.

Eleven (11) community Groups were engaged in presentations equating to approximately 125 people.

Twenty-three (23) pop-ups were conducted involving 1,643 people in conversation, with an average of 71 people at each pop-up:

- Week 1: Four (4) pop-ups engaged 421 people. One (1) presentation to the Lilydale Bowls Club engaged 3 people.
- Week 2: Three (3) pop-ups engaged 218 people. Two (2) presentations to the Disability Action Committee and Lilydale Tennis Club engaged 18 people.
- Week 3: Three (3) pop-ups engaged 168 people. Three (3) presentations to Lilydale Library, Healesville Service Providers Network, and Mooroolbark Umbrella Group engaged 22 people.
- Week 4: Four (4) pop-ups engaged 229 people. One (1) presentation to the Upper Yarra Service Providers Network engaged 16 people.
- Week 5: Four (4) pop-ups, engaged 308 people. One (1) presentation to the Youth Reference Group engaged 18 young people.
- Week 6: Four (4) pop-ups engaged 299 people. Three (3) presentations to ROAR Youth Leaders, Yarra Ranges Senior Citizens Network and the Sherbrooke Service Providers Network engaged 48 people.

The quantitative data (closed questions) was gathered through two mechanisms; survey questions (DL postcard and online) and a sticky dot preference process at the pop-ups for the two questions: 'Would you use the community space at the civic centre?' and 'Would you expect to pay for usage?'.

The question 'Would you use the community space at the civic centre?' resulted in 51% indicating they would use the space, 34% would not and 15% might. When the yes preference is divided across the three areas 62% are from the Urban area, 51% from the Hills area and 47% from the Yarra Valley / Upper Yarra area.

The question 'Would you expect to pay for usage?' resulted in 54% indicating they would pay, 32% would not, 5% might use it, 2% suggested a donation basis, 6% a community group rate and 1% a pensioner rate.

Fifty-six (56) customer requests were logged during the 6-week consultation period as follows:

Topic	Number of requests
Business	2
Council facilities	2
Council representation at meetings	2
Drainage	2
Employment opportunities	2
Footpaths	7
Neighbour complaint	3
Parking	2
Planning (decision and developments)	8
Playgrounds	2
Reserves	1
Roads	4
Signage	1
Traffic	3
Trees	8
Waste	4
Weeds	2

Qualitative data

As with the quantitative data, the qualitative data (open questions) was gathered through the same mechanisms from comments provided in surveys and sticky notes at the pop-ups to the questions 'What would you use the community space for?' and 'How often would you use it?'. This information, plus that gathered from conversations, was placed into topics and themes.

The question 'What would you use the community space for?' resulted in 918 responses (just under 50% of the 1,859 people who participated in the pop-ups and surveys). These responses have been constructed under themes.

Outdoor area comments included 'Welcoming space'; 'Café and meeting point for parents/children'; 'Edible landscaping that kids can pick at'; 'Sculptures'; 'Include more outdoor spaces & activities for youth'; 'If appropriate facilities e.g. BBQ would use for family picnics & sit'; 'Activate civic lawn e.g. Design to activate for markets'; 'Outside of new offices should be a 'good' colour - mustard is so 1970's! Japara colour works really well - red and deep grey'; 'Crucial to activate the outdoor areas'; 'Outdoor area that has sound shell for music events, including portable structures to create stage/seating'; 'Speakers corner'; 'Melbourne Motor Ladies - meet close to parking and coffee, then group ride thru Yarra Valley every few weeks'; 'Mustard Tree car boot sale in car park'; 'The open space out the front needs to be deliberately activated - farmers market space? Outdoor cinemas or theatre?'; 'Appropriate seating outside'; 'Would use the outdoor space more than inside'.

Rooftop area comments include 'Youth activity on roof garden'; 'Rooftop for networking events'; 'Upstairs outdoor area needs disability access for the external entrance'; 'Coffee after walks around the lake'.

Indoor space comments covered many elements, these are just some: 'Spaces that are flexible, don't support power hierarchy, furniture moved easily, multiple usage'; 'Women's empowerment workshops/activities'; 'Community dinners e.g. Newly arrived and established Australians'; 'Large meetings of multiple schools in areas'; 'Emergency management training (250pp) - Emergency Management Victoria'; 'I would use the space if a sewing group got up'; 'Principal meetings via Department of Education (for outer east)'; 'Wellbeing workshops that has good acoustics'; 'Tourist info'; 'Free to use ad hoc e.g. Wi-Fi, business hub, otherwise exclusive use you would pay'; 'Probus 80pp function/meeting'; 'Locals to meet and socialise'; 'Activities for elderly people - Lilydale doesn't have much at the moment'; 'Men's group - larger group - once a month'; 'Chill out areas'; Chin, Karen (Burmese) community events 300pp (use churches now); 'Indigenous gathering'; 'Melba Disabilities - drama - rehearsals - concerts'; 'Make it fit into community - lead by example'. Other comments expressed concerns including 'Concerned that Council/staff might get priority use of meeting space'; 'Belgrave would use local facilities don't want to travel through Dandenongs at night'; 'Need to be mindful of resourcing the 'activation' of the new spaces. Too often we build things with no investment in making them come alive'; 'Looks great but be mindful about how you work with surrounding community houses who offer similar spaces/opportunities - work together/not in competition'; 'Homework space'.

The question 'How often would you use the space?' saw a range of responses from weekly to one per year. Comments included 'Mt Evelyn Historical Society meeting once a week', 'Workshops 100pp once a month'.

Anecdotal information was gathered to identify the level of support for the redevelopment. The tally recorded 'for', 'against' and 'undecided' sentiments based on the nature of conversations and was by no means a specific question.

The tally indicates that 74% of participants in the face-to-face conversation were supportive of the redevelopment, 13% were not supportive and 13% were undecided (where staff were unable to determine a person's position).

Comments included: 'Support the redevelopment BUT would like a say on how my rates are spent'; 'Good idea as long as we see what we get for our rates', 'It's about time (to have a new building)'; 'It would be better to cut back on rates - cut back on Council spending ratepayer money'; 'Go for it!'; 'Good idea - looking a bit tired'; 'Don't build it at all and give us cheaper rates or a bus service down Victoria Rd (Yering) that I have been filling out requests for 20 years - or mains gas & water'; 'Real asset for the community'; 'It's a great idea, you need a new building'; 'People in Lilydale need this space - they don't have much'; 'Likes the Shire and Council does a good job'; 'First priority should be a building fit for purpose of organisation - efficient, safe, effective'.

The information from the surveys and pop-ups was themed. These themes included large meetings, arts/performances, standard meetings, lifestyle classes, facilities, community support, functions (corporate, school, weddings, parties), youth space, small meetings and co-working space.

One hundred and thirty-seven (137) responses were allocated to the theme 'large meetings'. The top five topics included 'events' (11 responses), meetings (10 responses), community events (8 responses), and presentations (7 responses).

One hundred and twenty-six (126) responses were allocated to the theme 'arts and performance'. The top five topics included 'performances' (24 responses), exhibitions (22 responses), performances and rehearsal (19 responses), theatre (16 responses), and classes (10 responses).

One hundred and twenty-five (125) responses were allocated to the theme 'standard meetings'. The top five topics included 'meetings' (18 responses), 'community meetings' (11 responses), 'group meetings', training and workshops (5 responses each).

Ninety-three (93) responses were allocated to the theme 'lifestyle classes'. The top five included 'craft' (13 responses), 'IT' (11 responses), 'yoga' and 'U3A' (9 responses each) and 'education' (7 responses).

Sixty (60) responses were allocated to the theme 'facilities'. The top five were Wi-Fi (6 responses), outdoor seating (5 responses), toilets (4 response), BBQ and kitchen area (3 responses each).

Community Sentiment Online

Facebook provides an effective way for Council to communicate, and to receive 'real-time' responses and feedback from the community. However, given it is consistently used as a channel to vent, it is common to receive negative comments on a number of topics. In fact, people are more likely to voice their objection to an issue than they are to voice their support.

The number of comments received through our Facebook advertising campaign for this project (282) as a percentage of the number of people reached (70,787) was 0.19%, which is very low.

Of those comments and replies, 169 related to the civic centre redevelopment. The other comments and replies were related to other issues including roads and footpaths. These were handled as customer requests.

When compared to other topics Council has published on social media, where the highest comment rate received has been 7.85%, the response to the civic centre campaign is considered low with the highest comment rate being 0.72%.

Of Council's 7,100 Facebook followers, a total of 131 individuals participated in the conversation, which is 1.85% of our followers, indicating that overall, community sentiment towards this project is not negative.

Reporting the Consultation Outcomes to the Community

The following communications will be developed to close the loop with the community regarding the outcomes of the engagement process:

- Media release and news story on Council's website thanking the community for their feedback and informing them about how their feedback will be used.

- Update information on the Civic Centre Redevelopment page of the website.
- Update FAQs to include information about how feedback will be used in the final design of the public space
- Facebook post once final design of public space is complete and available for community to view
- Story in Yarra Ranges Local, both print and e-newsletter
- Internal communications on the Zoo to inform the organisation about outcomes of the engagement process and next steps
- A Mail Chimp campaign will be disseminated to the 721 community groups who received the information promoting the consultation.

Site Visits

Recent site visits established the functionality, capacity and viability of several facilities from adjoining Councils. The following is a summary of the information obtained from these visits.

Knox Civic Centre

This civic space caters for Community meetings, Council meetings, Citizenship ceremonies and staff functions. The 500 m² facility accommodates up to 300 people for a seated function (with less for tables) and can be separated into three areas of around 165 m² with dividing walls.

This location has a small commercial kitchen (80m²) however mainly use off-site catering for all functions and events

Box Hill Town Hall

This large heritage style civic space offers a range of uses including community meetings, presentations, schools and private functions. The 650m² facility accommodates 580 for a sit down function, 450 round table or 350 people with a dance floor and is not suitable or promoted for smaller meetings or functions.

Manningham Function Centre

This modern civic and function space offers a range of uses including staff functions, citizenship ceremonies, real estate auctions, business groups and is very popular for weddings. This 750m² facility accommodates up to and 600 people for seated functions or 400 people for round tables with the area able to be separated into three separate rooms if required.

The users are a mix of 80% staff and 20% public and it also has a small commercial kitchen (50m²) and bar area available if required.

Whitehorse Centre

This highly utilised facility offers a range of uses including Senior Citizens, Schools for theatre and graduations, Doctors group, seminars and staff functions. The facility accommodates 408 people for seated functions and 220 for a round table.

It has an indoor/outdoor function that hosts various events throughout the year. It includes a small commercial kitchen that is used by external caterers and is scheduled to be redeveloped in the near future.

Karralyka Centre

This large civic and performing arts space offers a range of uses including formals, balls, citizenship ceremonies, community groups, The Salvation Army, Rotary Clubs and staff functions. The facility is 650m² accommodates 550 people for a seated function or 480 with a dance floor and can be separated into three sections if required.

This site includes a large commercial kitchen (150m²) that caters for all functions on site and is also due for redevelopment in the next three years. The main use of the space is council and staff business and is subsidized for operations given the various uses and price points.

Concept Design

The current Schematic design for the project has achieved a considerable increase in the capacity and availability of civic and community meeting space. A key output of the community engagement and consultation process was to obtain feedback on a range of questions relating to these spaces.

- Would you use a civic community space?
- What would you use it for?
- How often would you use it?
- Would you expect to pay for usage?

Two images depicting concept designs for the community civic space were included as part of the community engagement process. The purpose of these was to demonstrate the capacity and options for use of the space including various large and small configurations. From this feedback further refinement and amendment of the design can be undertaken as part of the development phase of the project. See Appendices 1 and 2 for details.

These concept designs respond to:

- Meeting the Yarra Ranges community needs, while not attempting to attract the conferencing market or to compete with other facilities that offer that service
- Seeking to capture leaking expenditure from Yarra Ranges community events and functions to other centres outside the municipality and providing that functionality for our residents and community groups

- Providing a flexible, medium capacity space that optimises utilisation, but which doesn't attract excessive operating costs.
- Officer assessment of demand that we currently are unable to meet and learnings gained from visiting the other facilities about the size of their most frequently used function spaces.

FINANCIAL IMPLICATIONS

The consultation costs are as follows:

- Wages: in excess of \$35,000
- Advertising and presentation resources: in excess of \$10,000.

KEY ISSUES

Environmental Impacts

The opportunity to reduce Council's footprint was discussed including 'Carbon neutral as possible - water tanks, solar'; 'Please ensure building is sustainable e.g. Solar etc.'

People indicated a desire to have a pleasant and useable outdoor environment and provided suggestions as to how that might be achieved 'Edible landscaping that kids can pick at'; 'Deciduous trees not native for shade'; 'Fire hazard gum trees'; 'External environment design to enhance staff creativity and health & wellbeing'.



Social Impacts

The results clearly indicate community support for a community space at the new civic centre. The community desires welcoming and aesthetically pleasing indoor and outdoor environments and spaces and sees this as an opportunity to have something to meet those needs: 'Much more usable, safer for staff and visitors'.

It will provide spaces for the community to meet, socialise, gather and mingle. Some things mentioned include a speakers corner, café, sculptures, water features, outdoor seating, free Wi-Fi and power sockets to name a few. Whilst these are physical things they bring people together.

Comments in qualitative data section of this report highlight the community's desire to use and activate this space for people of all ages, abilities, cultures, nationalities and interests. People noted that this is a 'Real asset for the community'; 'People in Lilydale need this space - they don't have much'. They also articulated the benefit of the physical connection between the outdoor space and Lilydale Lake.

The schematic designs were well received and people could see how the design would suit their purposes and meet the needs of the broader community. While approximately one-third of participants said they would not use the space, they were able to think outside of their own needs and comment on how other people might benefit, 'Chilling out, time away from home' to having a social conscience 'The homeless could use it daily'.

This is an opportunity to capitalise on community sentiment and need by providing a space where people feel welcome and safe; a place where they want to gather and socialise while simultaneously interacting with Council, both directly and indirectly.



Economic Impacts

There are clear benefits for the business community with comments including, 'Utilising space for small/micro businesses to meet and work'; 'Collaborative business space like 'Realm' in Ringwood'; 'A shared workspace would be great'; 'Business event'.

The opportunity the space may provide is appealing to local businesses, specifically the opportunities to connect with other business owners.

Risk Assessment

The data indicates community support for the use of the community civic space. Comments indicate that the spaces will be of value to the community for a range of activities and uses.

The redevelopment will enable us to create a true 'civic-space' that presents well to the community and better represents the region, while also providing an opportunity for Council to improve its service offering to the community in a building that is more welcoming and accessible.

CONCLUSION

Overall the results highlight the community's support for a community civic space. It is not uncommon for these types of major projects to attract negative attention, and this project was not exempt. Overall though, the negativity was minimal compared to the positive support.

The report proposes that Council:

- Considers the outcomes of the community consultation, requests the design team take that in to account in the design of the civic/community space and supports the proposed method to communicate the outcomes to the community..
- Notes the substantial increase in the civic/community space and requests the design team optimise the integration of the indoor civic/community space.

ATTACHMENTS

- 1 Civic Community Space Concept Design
- 2 Existing and Proposed Community/Civic Floor Plans
- 3 26 April 2016 Council Meeting Report

(Attachments to this report are available for viewing separately on Council's Website)

8. COUNCILLOR MOTIONS

In accordance with Clause 72 of Meeting Procedures and Use of Common Seal Local Law 2015

9. ITEMS RAISED THROUGH THE CHAIR

In accordance with Clause 80 of Meeting Procedures and Use of Common Seal Local Law 2015

10. PETITIONS

In accordance with Clause 83 of Meeting Procedures and Use of Common Seal Local Law 2015

11. DOCUMENTS FOR SIGNING AND SEALING

In accordance with Clause 87 of Meeting Procedures and Use of Common Seal Local Law 2015

12. ASSEMBLIES OF COUNCILLORS

The *Local Government Act 1989* requires that records of Assemblies of Councillors must be kept which list the Councillors attending, the matter discussed, disclosures of conflict of interest and whether or not a Councillor left the meeting after making a disclosure.

An 'Assembly of Councillors' is defined under s3(1) of the *Local Government Act 1989* as a meeting at which matters are considered that are intended or likely to be the subject of a Council Decision or the exercise of a delegated authority and which is either of the following

- A meeting of an advisory committee where at least one Councillor is present.
- A planned or scheduled meeting that includes at least half the Councillors and at least one Council Officer.

The *Local Government Act 1989* also requires that the record of an assembly must be reported to the next practicable ordinary Council Meeting and recorded in the minutes of that meeting.

The records for Assemblies of Councillors are attached to the report.

RECOMMENDATION

That the following records of the Assemblies of Councillors, copies of which are attached to the report, be received and noted

1. ***22 March 2017 - Disability Advisory Committee (DAC) Meeting***
2. ***04 April 2017 - Council Briefing***
3. ***04 April 2017 - Forum Meeting***
4. ***11 April 2017 - Civic Centre Consultation***

Assembly of Councillors

Public Record



Meeting Name:	Yarra Ranges Disability Advisory Committee		
Date:	22 March 2017	Start Time: 1.30pm	Finish Time: 3.30pm
Venue:	Japara Living and Learning Centre, Kilsyth		
Attendees:	Councillors: Len Cox, Other Attendees: June Smith, Penny Kendall, Hilary and Rod Mellis, Cliff Wise, Amanda Davern, Michelle McDonald, Anthea Forbes, Bron Jones, James Wood, Sarina Bunnett Officers: Isha Scott, Amanda May, Paul Lacala, Kym Murphy		
Apologies			
Declarations of Interest	None		
Matter/s Discussed:	1.1	Introductions	
	1.2	Presentation on the review of Council's Community Engagement Policy and Community Engagement Toolkit	
	1.3	Update on: <ul style="list-style-type: none">Lilydale Past, Present & FutureChanging PlacesLilydale Library	
	1.4	<ul style="list-style-type: none">NDIS forums in Yarra RangesLAC appointment to Outer EastCouncil update	
	1.5	Council's upgrades to facilities that improve access for people with disabilities.	
Completed By:	Amanda May		

Assembly of Councillors

Public Record



Meeting Name:	Council Briefing		
Date:	4 April 2017	Start Time: 6:04pm	Finish Time: 6.09pm
Venue:	Council Chamber, Civic Centre, Anderson Street, Lilydale		
Attendees:	Councillors: Jim Child, Mike Clarke, Noel Cliff, Tim Heenan, Richard Higgins, & Tony Stevenson		
	CEO/Directors: Glenn Patterson, Troy Edwards, Mark Varmalis & Ali Wastie		
	Officers: Shannon Woodward		
Apologies	Cr Terry Avery, Cr Len Cox Cr Fiona McAllister		
Declarations of Interest:	Nil		
Matter/s Discussed:	7.1	Grants for Community Initiation Report 2018	
	7.2	Transfer of Land – 5 Cooalongatta Rd, Sassafras	
Completed By:	Shannon Woodward		

Assembly of Councillors

Public Record



Meeting Name:	Forum			
Date:	4 April 2017		Start Time: 7:05pm	Finish Time: 9:46pm
	Venue:			
	Council Chamber, Civic Centre, Anderson Street, Lilydale			
	Attendees:			
	Councillors: Terry Avery, Jim Child, Mike Clarke, Noel Cliff, Len Cox, Tim Heenan (until 8:08pm), Richard Higgins, Fiona McAllister & Tony Stevenson			
	CEO/Directors: Glenn Patterson, Mark Varmalis, Ali Wastie & Troy Edwards			
	Officers: Kym Murphy, Tracey Varley, Scott Hodges, Michelle Jorgensen, Regan Ivill, Chelsea Schlink, Paul Mechelen, Jane Sinnamon & Shannon Woodward			
	Apologies			
	Nil			
	Declarations of Interest:			
Nil				
Matter/s Discussed:	1.1	Action & Agreement Record - 22 March 2017		
	1.2	Office Redevelopment Project - Community Engagement		
	1.3	Tree outside 286 Kallista - Emerald Road, Kallista		
	1.4	2017/18 10 Year Capital Expenditure Program - Final Draft		
	1.5	Extended Capital Works Program		
	1.6	Eastern Transport Coalition (ETC) Transport Priorities Platform.		
	2.1	Neighbourhood House Memorandum of Understanding		
	2.2	Major Projects Monthly Report as of end of February 2017		
	2.3	Capital Works Program Monthly Report -1 July 2016 to 28 February 2017		
	2.4	Monthly Reports of Outstanding Council Actions		
	2.5	Indicative Forum & Council Schedule		
	2.6	Mayor & CEO Updates		
		MAV State Council Motions		
		2018 Grants for Community Program		
Completed By:	Shannon Woodward			

Assembly of Councillors

Public Record



Meeting Name:	Civic Centre Consultation		
Date:	11 April 2017	Start Time: 7:25pm	Finish Time: 8:15
Venue:	Council Chamber, Civic Centre, Anderson Street, Lilydale		
Attendees:	<p>Councillors: Terry Avery, Jim Child, Noel Cliff, Richard Higgins, Fiona McAllister, Tony Stevenson</p> <p>CEO/Directors: Glenn Patterson (CEO), Mark Varmalis, Troy Edwards & Ali Wastie</p> <p>Other Attendees: Kym Murphy, Tracey Varley and Michelle Jorgenson</p>		
Apologies	Cr Len Cox, Cr Tim Heenan, Cr Mike Clarke		
Declarations of Interest	NIL		
Matter/s Discussed:	1.1	Civic Centre Consultation	
	1.2	Healesville Council Meeting – 26 April	
Completed By:	Kym Murphy		

13. REPORTS FROM DELEGATES

In accordance with Clause 30 of Meeting Procedures and Use of Common Seal Local Law 2015

14. CONFIDENTIAL ITEMS

15. DATE OF NEXT MEETING

The next Ordinary meeting of Council is scheduled to be held on Tuesday 9 May 2017 commencing at 7:00pm, at Council Chamber, Civic Centre, Anderson Street, Lilydale.



In providing for the good governance of its community, Councillors are reminded of their obligation to abide by the provisions as set within the Local Government Act 1989 and the Code of Conduct for Councillors.

When attending a Council Meeting, Councillors should adhere to the procedures set out in the Meeting Procedures and Use of Common Seal Local Law.

The following is a guide for all Councillors to ensure they act honestly, in good faith and in the best interests of Yarra Ranges as a whole.

- 1. Councillors will respect the personal views of other Councillors and the decisions of Council.*
- 2. Councillors may publicly express their own opinions on Council matters but not so as to undermine the standing of Council in the community.*
- 3. The Mayor is the official spokesperson for Council.*
- 4. Councillors will incur expenditure in a responsible manner and in accordance with the Councillor Expenditure and Policy.*
- 5. Councillors will avoid conflicts of interest and will always openly disclose any direct and indirect interests where they exist.*
- 6. Councillors will act with integrity and respect when interacting with Council staff and members of the public.*
- 7. Councillors will demonstrate fairness in all dealings and conduct and be open with and accountable to the community at all times.*
- 8. Councillors will conduct themselves in a manner that does not cause detriment to Council or the Yarra Ranges community.*

***This guidance forms part of the [Code of Conduct for Councillors, adopted on 14 February 2017](#).
The Code of Conduct is reviewed following each Council Election.***