

Agenda

Scheduled Council Meeting
Monday 11 April 2022 at 6:30 pm

You are advised that a Meeting of Council has been called by the Chief Executive Officer on Monday 11 April 2022 at 6:30 pm for the transaction of the following business.

This meeting will be held in the Council Chamber at Civic Centre, 25 Ferres Boulevard, South Morang 3752 and will be [livestreamed via Council's website](#).

C Lloyd
Chief Executive Officer

Administrators

Lydia Wilson Chair of Council

Peita Duncan Administrator

Chris Eddy Administrator

On 19 June 2020 the Acting Minister for Local Government appointed the Panel of Administrators for the City of Whittlesea and appointed Ms Lydia Wilson as Chair of the Panel. The Panel of Administrators comprises of Ms Lydia Wilson, Ms Peita Duncan and Mr Chris Eddy who will undertake the duties of the Council of the City of Whittlesea until the October 2024 Local Government Election.

Senior Officers

Craig Lloyd Chief Executive Officer

Frank Joyce Executive Manager Governance & Strategy

Marilyn Kearney Interim Director Corporate & Shared Services

Kate McCaughey Director Community Wellbeing

Justin O'Meara Director Planning & Development

Debbie Wood Director Infrastructure & Environment

Order of Business

The Chief Executive Officer submits the following business:

1	Opening	6
1.1	Meeting Opening and Introductions.....	6
1.2	Acknowledgement of Traditional Owners Statement	6
1.3	Attendance	7
2	Declarations of Conflict of Interest	7
3	Confirmation of Minutes of Previous Meeting/s.....	7
4	Public Questions, Petitions and Joint Letters	7
4.1	Public Question Time	7
4.2	Petitions.....	7
4.3	Joint Letters	7
5	Officers' Reports.....	8
5.1	Connected Communities	8
5.1.1	Audit & Risk Committee Report on Activity.....	8
5.1.2	Administrator Good Governance - 6 monthly update	14
5.1.3	Amendment C257WSEA – Proposed Planning Provision Changes to 115 Trawalla Avenue, Thomastown	51
5.1.4	Planning Application PLN-38193 - 90 Bodycoats Road, Wollert - Removal of Native Vegetation	67
5.1.5	Ziebell's Farmhouse Museum, Heritage Garden and Caretaker Cottage - Late Report Notice.....	101
5.2	Livable Neighborhoods	102
5.3	Sustainable Environment.....	102
5.4	Strong Local Economy.....	102
5.5	High Performing Organisation	103
5.5.1	Interstate Conference - Australian Local Government Association National General Assembly 2022	103
6	Notices of Motion.....	106
7	Urgent Business.....	106

8	Reports from Council Representatives and CEO Update	106
9	Confidential Business	106
9.1	Confidential Connected Communities	106
9.2	Confidential Livable Neighborhoods.....	106
9.3	Confidential Strong Local Economy	106
9.4	Confidential Sustainable Environment	106
9.5	Confidential High Performing Organisation.....	106
9.6	Confidential Notices of Motion.....	106
12	Closure.....	106

Note:

At the Chair of Council's discretion, the meeting may be closed to the public in accordance with Section 66(2)(a) of the *Local Government Act 2020*. The provision which is likely to be relied upon to enable closure is set out in each item. These reports are not available for public distribution.

Question Time:

During the meeting, the Chief Executive Officer will answer questions from residents and ratepayers. Questions are required to be submitted in writing prior to the advertised commencement time of a Scheduled Council Meeting. It is preferred to receive any questions by 3.30pm unless this unreasonably prevents or hinders you from participating. A Question Time form can be downloaded from Council's website and copies of the form are available at the meeting. Refer: <https://www.whittlesea.vic.gov.au/about-us/council/council-meetings/>

Council will hold public question time for up to 30 minutes at each Scheduled Council Meeting to allow members of the public to present the questions they have submitted to Council. When Council Meetings are held remotely by electronic means in accordance with Section 394 of the *Local Government Act 2020*, members of the public will be unable to present their questions, however the Chief Executive Officer will read out and answer questions from residents and ratepayers.

Council is committed to ensuring that all residents and ratepayers of the municipality may contribute to Council's democratic process and therefore, if you have special requirements, please telephone the Governance Team prior to any Council Meeting on (03) 9217 2294.

1 Opening

1.1 Meeting Opening and Introductions

The Chair of Council, Lydia Wilson will open the meeting and introduce the Administrators and Chief Executive Officer:

Administrator, Ms Peita Duncan;
Administrator, Mr Chris Eddy; and
Chief Executive Officer, Mr Craig Lloyd.

The Chief Executive Officer, Craig Lloyd will introduce members of the Executive Leadership Team:

Executive Manager Governance and Strategy, Mr Frank Joyce;
Interim Director Corporate Services, Ms Marilyn Kearney;
Director Community Wellbeing, Ms Kate McCaughey;
Director Planning and Development, Mr Justin O'Meara; and
Director Infrastructure and Environment, Ms Debbie Wood.

Following the Introductions, the Chief Executive Officer, Craig Lloyd will then read the following prayer:

Almighty God, we ask for your blessing upon this council to make informed and good decisions to benefit the people of the City of Whittlesea.

Our father who art in heaven, hallowed be thy name, Thy kingdom come, Thy will be done in earth as it is in heaven. Give us this day our daily bread and forgive us our trespasses as we forgive them that trespass against us; and lead us not into temptation but deliver us from evil, For thine is the kingdom, the power and the glory, for ever and ever.

Amen

1.2 Acknowledgement of Traditional Owners Statement

The Chair of Council, Lydia Wilson will read the following statement:

“On behalf of the City of Whittlesea I recognise the rich Aboriginal heritage of this country and acknowledge the Wurundjeri Willum Clan as the Traditional Owners of this place.

I would also like to personally acknowledge Elders past, present and emerging.”

1.3 Attendance

2 Declarations of Conflict of Interest

3 Confirmation of Minutes of Previous Meeting/s

Recommendation

THAT the following Minutes of the preceding meeting as circulated, be confirmed:

Scheduled Meeting of Council held 21st March 2022

4 Public Questions, Petitions and Joint Letters

4.1 Public Question Time

4.2 Petitions

Nil Petitions

4.3 Joint Letters

Nil Joint Letters

5 Officers' Reports

5.1 Connected Communities

5.1.1 Audit & Risk Committee Report on Activity

Responsible Officer Executive Manager Governance & Strategy

External in Attendance Geoff Harry, Audit & Risk Committee Chairperson

Attachments

1. Audit Risk Committee March 2022 Report to Council [5.1.1.1 - 4 pages]

Purpose

Section 54(5) of the *Local Government Act 2020* requires that the Audit & Risk Committee prepare a biannual report on its activities. A copy of that report is to be provided to the Chief Executive Officer for tabling at an ordinary Council meeting.

Recommendation

That Council:

1. **Note the Audit & Risk Committee's Report on Activity.**

Key Information

The Audit & Risk Committee is an independent advisory committee of Council and its role is to report to Council and provide appropriate advice and recommendations on matters presented to it. It acts in this capacity by monitoring, reviewing and advising on issues within its scope of responsibility and assisting Council's governance obligations to its community.

The Committee meets five times a year, in February, May, August, September and November.

In accordance with Section 54(5) of the *Local Government Act 2020*, the Audit & Risk Committee is required to prepare a biannual report on its activities. A copy of that report is to be provided to the Chief Executive Officer for tabling at an ordinary Council meeting. At its 12 November 2020 meeting, the Audit & Risk Committee determined that it would prepare a report for Council on its activities following 31 March and 30 September each year.

Following the Audit & Risk Committee meeting held on 24 February 2022, a report has been prepared by the Committee on its activities for the six months to 31 March 2022. The report is included as Attachment 1. The Audit & Risk Committee Chairperson will attend the Council meeting to discuss the report.

Alignment to Community Plan, Policies or Strategies

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

High performing organisation

We engage effectively with the community, deliver efficient and effective services and initiatives, make decision in the best interest of our community and deliver value to our community

The establishment of the Audit & Risk Committee and the reports it receives are reflective of Council's commitment to the implementation of good governance principles. The Committee provides advice to Council to assist with fulfilling its oversight responsibilities for the financial and non-financial reporting process, internal controls, the audit process, risk management and Council's process for monitoring compliance with legislation and regulations and the Code of Conduct.

Link to Strategic Risk

Strategic Risk *Governance - Ineffective governance of Council's operations and activities resulting in either a legislative or policy breach*

The Audit & Risk Committee assists Council in monitoring its governance requirements and provides advice to Council to assist with fulfilling its oversight responsibilities.

Declaration of Conflict of Interest

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.

The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

Conclusion

In accordance with the requirements of the *Local Government Act 2020*, Council is provided with a copy of the Audit & Risk Committee's Report on Activities for the six months to 31 March 2022.



City of Whittlesea

Audit & Risk Committee Report on Activity Six Months Ended 31 March 2022

1. PERIOD OF THIS REPORT

This report covers Audit & Risk Committee (ARC or Committee) activity from October 2021 to March 2022. In that period the Committee has met twice – on 25 November 2021 and 24 February 2022. This report has been reviewed by all Committee members.

2. PURPOSE OF THIS REPORT

This report meets the reporting requirements to Council as mandated by the *Local Government Act 2020* (LGA) pursuant to section 54(5) and importantly provides Council with a summary of the matters that the ARC has addressed in the reporting period in discharging its responsibilities under its Charter. It is the first such report under the new LGA.

3. COMMITTEE CHARTER

The ARC's Charter is set by Council and was last reviewed and approved by Council on 4 October 2021 following changes to ensure the workload of the Committee, its succession plan and the membership's independence meet the expectations of a modern Audit & Risk Committee.

4. COMMITTEE BUSINESS

The agendas for our meetings are driven by the Committee's Annual Work Plan (AWP) and are fulsome. There is always a challenge to complete the agendas for each meeting. At the meetings held in this reporting period, the key (but not all) matters considered are summarised in the table below.

Key Matters Considered at Recent Meetings

	Topic	Meeting	
		25 Nov 2021	24 Feb 2022
1	Revisions to the Committee's AWP to reflect changes in its Charter and agree changes to the structure of meeting agendas	✓	
2	In-Camera briefings by the CEO on a range of risk related and compliance matters and new initiatives for Council planned for implementation in the near future	✓	✓
3	Review of risk management activity on the following matters:		
	a) Updates on the progress of Strategic Risks	✓	✓
	b) Changes to Council's Risk Appetite Statement	✓	
	c) Insurance claims management		✓
	d) Business continuity management		✓
	e) Review of the Risk Management Policy and Framework		✓
4	Review of corporate performance for the 2020/21 financial year	✓	✓
5	The outcomes of the following scheduled internal audit reviews:		

	Topic	Meeting	
		25 Nov 2021	24 Feb 2022
	a) Contract Management	✓	
	b) Portable & Attractive Assets		✓
6	Review of progress with implementation of internal audit recommendations	✓	✓
7	Review of progress with the implementation of Grants Management Audit review outcomes	✓	
8	Review of terms of reference for internal audit reviews scheduled to commence in the next period	✓	✓
9	Consideration of the special reviews into Parks Maintenance Services and the Implementation of Microsoft Dynamics	✓	
10	Consideration of the external audit strategy for the year ending 30 June 2022		✓
11	Consideration of outcomes of internal assurance reviews	✓	✓
12	Monitored the outcomes of the VAGO survey of sexual harassment in the local government sector	✓	
13	Monitored Council compliance with the Governance Principles	✓	✓

5. MEETINGS

Committee Meetings

The Committee has met twice on 25 November 2021 and 24 February 2022 as indicated above. Council members of the Committee are Chair of Administrators, Lydia Wilson and Administrator Chris Eddy.

The independent members of the Committee appointed by Council are, Mr Geoff Harry (Chair), Ms Theresa Glab, Ms Jen Johanson and Mr Bruce Potgieter. Ms Johanson and Mr Potgieter were appointment to the Committee as of 4 October 2021.

Member attendance at the two meetings has been excellent with perfect attendance by all six members except for one apology for the February meeting due to an urgent family matter.

The Committee enjoys a strong and healthy working relationship with Council officers. The quality of the meeting packs is high and officers engage strongly and positively both during and outside meetings. Officer support for the work of the Committee is excellent.

Additional Meetings

In addition to scheduled Committee meetings, the Committee Chair has met on several occasions with senior Council officers to deal with ongoing Committee business, including liaison with Craig Lloyd, Chief Executive Officer, Frank Joyce, Executive Manager Governance and Strategy and David Gauci, Internal Assurance Officer relating to planning and preparation for Committee meetings.

6. THE COMMITTEE'S ANNUAL WORK PLAN

The Committee has dealt with all matters scheduled for consideration in the ARC Annual Work Plan (AWP) in the reporting period.

7. KEY ACTIVITIES FOR THE REPORTING PERIOD

The work of the ARC has continued to be guided by the AWP. The AWP is reviewed at the beginning of each meeting to ensure its continued relevance and as noted above

it is currently undergoing some change, which may continue over the next few meetings. Key outcomes of the scheduled meetings are summarised below.

7.1 Risk Management

The Committee noted that Council's risk management programme is very active on several fronts. In the reporting period, briefings on topical areas were considered as listed in the table above. The Committee is pleased with progress on these matters and notes that risk assessment and mitigation activity will need to remain high as Council strives to maintain effective management of its key risks.

The Committee has asked officers to consider providing briefings with a more strategic focus in future to assist with its monitoring role.

7.2 External Audit

At the February 2022 meeting, the Committee considered the draft external audit strategy for the audit of the annual financial report and annual performance statement for the year ending 30 June 2022. As expected, the strategy highlighted the continued impact of COVID-19 on Council's financial performance and the need to ensure that any related disclosures are appropriate. Other than for COVID-19 there were no significant changes in the proposed audit strategy in comparison to the previous year and the Committee believes that Council is well placed to meet the challenges of the financial year end close at 30 June 2022.

At its next meeting the Committee will consider the outcomes of the first external audit visit scheduled for February/March 2022.

7.3 Internal Audit

The Committee received several reports on internal audit reviews completed in the period as shown in the above table. These were all scheduled reviews in the 2021/22 risk based internal audit plan. The Committee noted that one report included several high rated issues requiring priority action. These items were discussed at length and the Committee was satisfied that the agreed management actions and the proposed dates for completion of those actions were appropriate. The Committee observed that the outcomes of the reviews indicated that Council needs to focus on better alignment of activity across business units in order to further strengthen the internal control environment.

The internal audit service provider indicated that delivery of the 2021/22 internal audit plan is on schedule for completion and that the proposed 2022/23 internal audit plan will be tabled at the next meeting of the Committee in May 2022.

The Committee noted that the status of progress with regard to completion of open internal audit recommendations was concerning. The CEO has advised that there will be strong focus on the status of open actions over the next few months and that the Committee can expect to see good progress at its next meeting.

7.4 Internal Control Environment

The Committee noted that some officer initiated internal audit reviews are currently underway and will consider the outcomes of these reviews at the next meeting.

The CEO has introduced and embedded a Director and Executive Manager certification process into the organisation that provides the CEO and Committee with timely alerts on any key matters of concern. The Committee noted that no such matters had been reported through this process that it was not already aware of through other agenda items.

7.5 Internal Assurance Program

The Committee noted further attention to progress on closing out agreed actions arising from the programme is required. The Committee will receive a report on progress at the next meeting.

8. MATTERS FOR CONSIDERATION DURING THE NEXT REPORTING PERIOD

In addition to business as usual matters and matters noted above for consideration at the next meeting, the Committee will consider the following important matters at its next meeting:

- Progress on risk management activity
- External audit interim management letter
- Internal audit plan for 2022/23

9. FREQUENCY AND TIMING OF ACTIVITY REPORTS

As indicated earlier in this report, these reports are required to be provided to Council at least twice per annum. The Committee is of the view that these reports need to be informative about the business of the Committee and should be provided on a timely basis to assist Council in discharging its responsibilities in the areas for which the Committee is responsible. The next report is scheduled to cover the period April 2022 to September 2022 and will be provided to Council in September 2022.

10. MEETING SCHEDULE FOR 2022

The Committee's meeting schedule for the remainder of 2022 is as follows:

- 26 May 2022
- 18 August 2022
- 1 September 2022
- 24 November 2022

11. CONCLUSION

The Committee welcomes feedback as to whether this report meets Council's expectations. If Council wishes to be briefed by the Committee on any matters raised in this report, I would be delighted to attend as required.

Yours sincerely

Geoff Harry
Chair
On behalf of the Audit & Risk Committee
26 March 2022

5.1.2 Administrator Good Governance - 6 monthly update

Responsible Officer Executive Manager Governance & Strategy

Attachments

1. Administrator Action Plan 2020-2024 update March 2022 [5.1.2.1 - 26 pages]
2. Activities of the Administrators September 2021 to March 2022 [5.1.2.2 - 7 pages]

Purpose

To provide an update on the work, priorities, community engagement and achievements of the Panel of Administrators over the past six months to ensure good governance at Council.

Brief Overview

Council developed and endorsed the Administrator Action Plan 2020-2024 (the Action Plan) on 6 April 2021 to confirm actions and commitments to ensure continued good governance during Council's four-year term. The Action Plan outlines priorities in line with the Community Vision, Whittlesea 2040: A place for all, and the Community Plan 2021 – 2025. The Action Plan also considers the Local Government Act and needs of the community in responding and recovering from the COVID 19 pandemic.

This six-monthly update (Attachments 1 and 2) is in line with Council's commitment to publicly report on the Action Plan twice annually and provide transparency on key strategic decisions and work undertaken by Council over the past six months to ensure good governance in the best interest of the community.

As the Community Plan 2021-2025 has now been endorsed and is reported on quarterly and the vast majority of key elements of the Local Government Act have been implemented, the Administrator Action Plan will no longer be reported on in this format. In future, reports will include community engagement activities of Administrators (as per attachment 2), a summary of key highlights for the six-month period with reference to the quarterly Performance report and the annual report which also contain key details of achievements over the year.

Recommendation

That Council:

1. **Note to the Administrator Good Governance – 6 monthly update report and provide a copy of it to the Hon. Shaun Leane, the Minister for Local Government, Local Government Victoria and all local Members of Parliament.**

Key Information

The Panel of Administrators were appointed under the provisions of the Local Government (Whittlesea City Council) Act 2020 by the Minister for Local Government.

The Chair of the Panel of Administrators (Ms Lydia Wilson) takes on the role functions and duties of the Mayor and the Administrators (Ms Peita Duncan and Mr Chris Eddy) take on the roles, duties and functions of a Councillor. Together the Panel of Administrators form the Council of the City of Whittlesea. Ms Lydia Wilson, Ms Peita Duncan and Mr Chris Eddy will undertake the duties of the Council of the City of Whittlesea until the October 2024 Local Government Election.

An initial six-month report on the governance arrangements under Administrators was tabled at the Council Meeting held on 6 October 2020. On 6 April 2021 a 12-month report was tabled which included the Administrator Action Plan with a further update provided at the Council meeting held 4 October 2021.

A key emphasis throughout this period has been embedding good governance at the City of Whittlesea as recommended in the Municipal Monitor's report tabled in Parliament on 17 March 2020 which recommended: *"Administrators develop, implement and publicly report on an action plan to embed good governance at the Council taking into account the reform opportunities in the Local Government Bill 2019."*

The focus on good governance has included progressive implementation of the provisions of the Local Government Act 2020 and restoring stability to the organisation following a significant period of turmoil and disruption.

In addition to re-established good governance and effective decision-making, the Council has been diligent in re-building the reputation of the City of Whittlesea through community engagement, developing clear strategic directions including endorsing the Community Plan 2021-2025, responding to challenges associated with COVID-19 and developing and implementing the Administrator Action Plan, which serves as a roadmap for a successful future.

The Administrator Action Plan outlines the strategies and actions that have been identified to ensure good governance at the City of Whittlesea through to October 2024.

The actions are outlined under the five priority areas of the *Community Plan 2021-2025* and Community Vision, *Whittlesea2040: A place for all* together with the additional priorities of Good Governance/Effective Implementation of the *Local Government Act 2020* and Covid Response and Recovery.

The Plan provides a status update of the key actions over the past six months including a few highlights as outlined below:

- Adoption of the *Community Plan 2021-2025* (integrating the Public Health and Wellbeing Plan, Disability Action Plan and Pandemic Recovery Plan) and the *Community Plan Action Plan 2021-2022*
- Adoption of *Long-Term Financial Plan*
- Development of Advocacy Framework and priorities
- Implementation of inaugural Community Awards
- Implementation of Community Leadership program
- McLeans Road kindergarten building upgrade completed and opened
- Plenty Road stage 2 and intersection of Plenty Road/Bridge Inn Road completed
- Wollert East Community Centre constructed and open for use
- Adoption of the *Strong Local Economy Strategy*
- Adoption of *Complaints Policy*
- *Workforce Plan* and *Gender Equity Action Plan* completed
- Appointment of three new Audit and Risk Committee members in line with reviewed terms of reference
- Whittlesea Business network endorsed
- Significant community engagement as outlined in attachment 2.

Community Consultation and Engagement

Administrators have engaged with the community through a variety of online activities and more recently through in person meetings, subject to COVID-19 restrictions. Attachment 2 includes key meetings, media and community engagement undertaken over the past six months.

Alignment to Community Plan, Policies or Strategies

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

High performing organisation

We engage effectively with the community, deliver efficient and effective services and initiatives, make decisions in the best interest of our community and deliver value to our community.

The report confirms Council's engagement with community and key decisions, priorities and actions taken in the best interest of the community.

Considerations

Environmental

The Action Plan confirms work undertaken to support a Sustainable Environment.

Social, Cultural and Health

The Action Plan confirms work undertaken to support Social, Cultural and Health of the community in pandemic recovery, liveable neighbourhoods and connected community.

Economic

The Action Plan confirms work undertaken to support a Strong Local Economy.

Financial Implications

All work undertaken is included in the current budget.

Link to Strategic Risk

Strategic Risk Governance - Ineffective governance of Council's operations and activities resulting in either a legislative or policy breach

Transparency via regular reporting to the community plays a critical role in demonstrating good governance. This report is also in line with recommendations made in the Municipal Monitor's report tabled in Parliament on 17 March 2020.

Implementation Strategy

Communication

A copy of the report will be provided to the Hon. Shaun Leane, the Minister for Local Government, Local Government Victoria and all local Members of Parliament.

Administrators have an ongoing commitment to engage with community and Administrator engagement will continue to be reported to Council twice yearly.

Critical Dates

Future reports will be provided twice annually confirming Administrators community engagement and major achievements of Council. Regular reporting on the Community Plan Action Plan as well as reporting through the annual report will continue.

Declaration of Conflict of Interest

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.

The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

Conclusion

The past two years has been an exceptionally busy period for the Panel of Administrators, working as Council, with considerable demonstrated achievements. In addition to the re-establishment of good governance and effective decision-making, considerable efforts have been made to re-build the reputation of the City of Whittlesea, to engage with the community and to improve staff morale.

In addition to the Administrator Action Plan, the *Community Plan 2021-2025* has been developed and endorsed following significant community consultation. This confirms Council's priorities for the future and key initiatives and actions to be progressively

implemented. Progress against the Community Plan will continue to be publicly reported on a quarterly basis and highlights from Administrators including Administrator engagement will be reported six monthly.

Administrators will continue to be vigilant in relation to the current COVID-19 challenges and supporting COVID-19 recovery whilst enhancing their visibility in the community now that restrictions have eased.

Administrator Action Plan 2020-2024

March 2022 update



This Action Plan was endorsed by Council on 6 April 2021 with a commitment to provide an update on the actions every six months.

Ms Lydia Wilson, Ms Peita Duncan and Mr Chris Eddy have been appointed by the Minister for Local Government to the role of Administrators to undertake the duties of Council until the October 2024 Council elections. Ms Wilson has been appointed Chair of Administrators. The Administrators have worked cohesively to support our Executive and staff to deliver a range of service and governance improvements, support our community through COVID-19 and adopted the Community Plan 2021-2025 following a significant community consultation process.

The Council is fully committed to deliver on the roadmap which it has set for the future of the City of Whittlesea, including an ambitious outcome-focused program for the remainder of the Council term and ensuring effective implementation of the Community Plan 2021-2025 and annual action plans.

The Council is committed to embedding good governance at the City of Whittlesea in accordance with the State Government-appointed Municipal Monitor's report tabled in Parliament on 17 March 2020 which recommended: *"Administrators develop, implement and publicly report on an action plan to embed good governance at the Council taking into account the reform opportunities in the Local Government Bill 2019."*

This Action Plan outlines the strategies and actions that have been identified to ensure good governance at the City of Whittlesea through to October 2024. The actions are outlined under the five Priority areas of Council as outlined in the *Community Plan 2021-2025* and Community and Council Vision: *Whittlesea2040: A place for all* and additional priorities of Effective Implementation of the *Local Government Act 2020* and Covid19 Response and Recovery:

1. Good Governance/Effective implementation of *the Local Government Act 2020*
2. COVID19 Response and Recovery
3. Connected Communities
4. Liveable Neighbourhoods
5. Strong Local Economy
6. Sustainable Environment.
7. High performing organisation

Good Governance/Effective implementation of the LG Act 2020



Action/Focus area	Status as at March 2022	Future Actions
Governance rules	Endorsed 1 June 2021 following significant public consultation and changes to increase civic participation at Council meetings	Next review June 2022.
Audit and Risk Committee	Meetings held November 2021, February 2022 with updated charter and new members adopted October 2021 and March 2022	Continue quarterly meetings and six-monthly report to Council by Independent Chair.
Council Budget 2022/23	Initial planning and workshops held. Draft budget endorsed for public consultation 21 March 2022.	Final adoption scheduled for 27 June 2022
Revenue and Rating Plan	Endorsed 1 June 2021	Progressive implementation
Council Plan 2021-25 (Community Plan)	Endorsed 25 October 2021. Initial workshops held to develop Community Plan Action Plan 2022/23	Community Plan Action Plan 2022-2023 to be endorsed for public consultation in April 2022. Final adoption scheduled for 27 June 2022.
Community Vision – Whittlesea 2040	Re- endorsed 25 October 2021	
Ten-year Financial Plan	Endorsed 25 October 2021	
Annual Report 2020/21	Endorsed 4 October 2021	
CEO Employment and Remuneration Policy	Endorsed 25 October 2021	

Good Governance/Effective implementation of the LG Act 2020



Action/Focus area	Status as at March 2022	Future Actions
Gender Equality Action Plan	Following significant consultation including discussion with Council, the Gender Equity Action Plan was developed and endorsed by the CEO and Executive Team on 9 March 2022.	Action the items as per the endorsed Gender Equity Action Plan. Briefing to Administrators in June 2022. Administrators will be provided training on Gender Equity and inclusion in July 2022.
Workforce plan	Endorsed 15 December 2021 by CEO and Executive Team. Overview provided to Council briefing on 14 February 2022.	A further workshop with Council is scheduled for June 2022 on gender pay gap review.
Complaints Policy	Endorsed 6 December 2021 by Council	
Asset Plan	Initial drafting commenced	To be completed and endorsed by Council by 30 June 2022 in accordance with LG Act requirements.
Preparing for 2024 Council elections	Formal civic leadership program commenced late 2021. A 4-year program has been developed and includes community and civic leadership focus and includes targeted (eg. CALD, young people etc) as well as universal cohorts. Included initiative in the <i>Community Plan 2021-2025</i> "Deliver an inclusive leadership program to support community members to develop their leadership skills and potential"	Continued implementation of leadership programs. Policies and Governance Rules will be reviewed, updated for Council endorsement to ensure smooth transition to elected Council in 2024.

Good Governance/Effective implementation of the LG Act 2020



Action/Focus area	Status as at March 2022	Future Actions
Development and progressive implementation of adopted Council Advocacy Program	<p>Council reviewed and provided support for the revised Advocacy Framework and Advocacy Plan in March 2022. This informs the strategic approach Council will take to seek investment and support from all levels of government leading up to the Federal and State elections.</p> <p>Meetings and briefings will continue to be held with local Members of Parliament and candidates to discuss the endorsed advocacy priorities.</p> <p>Breakfast meeting held with all local state and federal Members of Parliament (MPs) 17 March 2022. The Chair of Administrators provided an update on work over the past 6 months and an overview of key advocacy priorities was provided.</p> <p>Administrators and CEO have had quarterly meetings with State and Federal MPs.</p>	<p>Delivery of adopted Advocacy Plan</p> <p>Development of the State Election Advocacy Campaign and continued meetings and partnerships work.</p> <p>Continue 6 monthly MP breakfasts.</p> <p>Continue Quarterly meetings with State and Federal MPs.</p>
Partnership approach	<p>Continued active participation by Administrators, CEO and Executive in joint planning and advocacy and other relevant forums.</p> <p>Partnership approach with NGAA on Federal election priorities and NCA on State election advocacy priorities.</p> <p>Administrators actively participate with Northern Group of Councils, MAV, VLGA, ALGA and the Interface group of Councils.</p>	<p>Review of developer contribution plans with Interface Group of Councils</p> <p>Continue the partnership approach across key forums for advocacy priorities leading into Federal and State elections.</p> <p>Continue partnership with relevant peak bodies and regional networks.</p>

COVID19 response and recovery



Action/Focus area	Status as at March 2022	Future Actions
Financial investment into supporting recovery and response.	New Financial Hardship Policy endorsed by Council 5 July 2021. Fundamental change in policy and best practice approach including decision to recruit a dedicated Hardship Support Officer and Debt Collection Officer to improve outcomes for the community.	Reporting to Council on long outstanding debt.
\$2mil codesigned recovery	Pandemic Recovery fund endorsed by Council on 5 July 2021 following active involvement of 32 community members and 3 workshops Pandemic recovery priorities included in the Community Plan 2021-2025 and in the Community Plan Action Plan 2021-2022	Implementation of the actions in the Community Plan Action Plan 2021-2022
Partnerships in relief and recovery.	Ongoing meetings and communication with Emergency Services Victoria, local agencies, Local Government Victoria and community leaders to plan and respond to the pandemic Funds provided by Council to community service organisations to assist with emergency relief include: <ul style="list-style-type: none"> • \$476, 600: April 2019- 30 Jun 2021 • \$242,875: 1 July 2021- current (March 2022) 	Continue working relationships and communications with all key stakeholders, community leaders and agencies to ensure effective response and relief to our local communities.

COVID19 response and recovery



Action/Focus area	Status as at March 2022	Future Actions
Council services adapting to COVID19 restrictions.	<ul style="list-style-type: none"> → Business Continuity plan activated → Regular changes to Council services to respond to State Government restrictions, ensuring CovidSafe and essential services were maintained → QR codes installed in all Council premises and COVID safe plans in place → PRACC vaccination centre set up (for general population) and Civic Centre used for vaccination hub for 5-12 year olds. → Worked with multiple community organisations and groups to provide funding for food and material relief including purchasing of culturally appropriate food from our local traders which include Halal butchers and supermarkets and fruit and vegetable shops. Many recipients had large, extended families to also support. A couple were single people. It also meant that local traders impacted by COVID received business. → Created a mix of evolving digital, online and print communications to reach our diverse communities around COVID safe messaging and support. This has included: partnering to deliver online information sessions with interpreters for diverse communities; working with local networks of multi-faith and multilingual groups to regularly disseminate information; ensuring important health messaging in community languages (via our website) → Delivered the MACI (Multicultural awareness of COVID immunisation) project working with community leaders and organisations to promote access to vaccinations and COVID-19 safe health messaging (funded by the Victorian Government) → Council has been actively distributing free RATS to multicultural groups to share with their communities → An International Student Wellbeing Hub project (virtual) was delivered to support international students with their health and wellbeing during COVID-19. Over 350 students participated and this was a highly commended Local Government project at the Victorian Multicultural Awards for Excellence 2021. 	Continue to adapt services and implement business continuity plan as required.



Action/Focus area	Status as at March 2022	Future Actions
Disability access and inclusion	Attendance at monthly meeting of the Whittlesea Disability Network. Disability Action Plan initiatives included in the City of Whittlesea Community Plan 2021-25.	Continued involvement and active participation. Disability access and inclusion actions will be included in the annual Community Plan Action Plan
Supporting Young People	Youth Advisory Committee participation including discussion on the draft City of Whittlesea Community Plan 2021-25. Youth Advisory Committee attended Council briefing on 28 February 2022 to discuss work to date and priorities going forward.	Further engagement with Youth Advisory Committee to inform Council decisions and support civic leadership development. The Whittlesea Youth Advisory Committee’s Briefing to Council in February 2022 identified the following priorities to work on over the next 6 -12 months: Youth mental health; Climate change; an outdoor cinema event; and an online youth summit.
Emergency Management – preparing for forthcoming fire season	Municipal Fire Management Planning Committee meetings. Pre fire danger period communication provided and fire prevention inspections occurred over summer to encourage landowners to ensure their property is fire-ready.	Ongoing meetings and planning.

Connected Communities – socially cohesive community, healthy and safe community, a participating community



Action/Focus area	Status as at March 2022	Future Actions
Future service models	<p>Over the past 12 months, Council undertook a major organisational re-alignment (involving all parts of the organisation), to ensure our services and programs are optimally positioned to deliver the Community Plan 2021-2025. Future service models across all teams were considered as part of this organisational re-alignment process.</p> <p>Two major reforms in the community services are also informing future service models with Council Briefings on:</p> <ul style="list-style-type: none"> • Aged Care Reform, and • Early Years and 3-year-old kindergarten reform. <p>Following endorsement and joint signing of the KISP between Council and the Department of Education, Council has prepared a 3 Year Old Kindergarten Reform Options Paper and is currently engaging with the local early years sector, DET and VSBA to inform delivery options for Council in the roll-out of this major reform. In the interim, Council has commenced planning for projects to address forecast demand in the next 2 years. In August 2021, the Victorian Government announced Kinder on School Sites which included 2 partnership projects with Council – the Lalor Primary School and the new Wollert West Primary School. Planning during this phase will inform the development of a Council/ DET Building Blocks Partnership Agreement (subject to Council endorsement).</p>	<p>Council is continuing to implement its organisational re-alignment (involving major recruitment across the organisation).</p> <p>A 3-Year-Old Kindergarten Reform Report is scheduled to go to Council in May 2022.</p> <p>Aged Care Reform Project Update Report is scheduled to go to Council in April/ May 2022.</p>
Advisory groups	<p>Business Advisory Panel membership endorsed 6 October 2021. Business Network endorsed 21 March 2022.</p> <p>Attendance at relevant advisory group meetings and monthly reporting back to Council. Details have been outlined in the attachments to the <i>Administrator Action Plan report</i>.</p>	Continue advisory committee participation



Action/Focus area	Status as at March 2022	Future Actions
Community Awards	Administrators facilitated the Inaugural Community Awards event, held virtually 27 October 2021 with five award recipients announced. Recipients were also acknowledged by the Chair of Administrators at the Community Festival on 25 March 2022.	Annual awards ceremony to be linked to the Community Festival in March each year.
Celebrating Cultural Diversity	<p>Supporting and attending events that celebrate Cultural Diversity including:</p> <ul style="list-style-type: none"> • Sorry Day, Reconciliation and NAIDOC week events • Cultural Diversity Week events including Harmony Day. This year's Whittlesea Community Festival- <i>Arts on the Northern Edge</i>, will be held over 2 days (25-26 March) includes a focus on cultural diversity programming to acknowledge and celebrate Harmony Week (21 March – 21 March). • Refugee Week events • In partnership with community organisations, Council is supporting the Lalor & Thomastown Multicultural Arts Festival. • We have developed an inclusive Community Leadership Program that targets people from diverse backgrounds. <p>Citizenship ceremonies – 12 ceremonies were held between October 2021 and March 2022 (11 online) with 661 conferees in total.</p>	<p>Continue supporting events that celebrate cultural diversity</p> <p>Support Welcoming Cities accreditation</p> <p>Regular citizenship ceremonies to continue</p> <p>Implement Community Leadership Program</p>



Action/Focus area	Status as at March 2022	Future Actions
Supporting reconciliation	<p>Reconciliation Action Plan: An evaluation of the Stretch Reconciliation Action Plan 2017-2020 has been completed by Council.</p> <p>Whittlesea Reconciliation Group: Whittlesea Reconciliation Group (WRG) meets bi-monthly with Administrator involvement. The WRG celebrated its 20th anniversary in June 2021, making it one of Australia’s oldest. In 2022 the WRG has commenced strategic planning to review and re-invest in its operating model. It will continue working with Council on initiatives such as story telling project (recording/capturing stories) which foster reconciliation between Aboriginal and non-Aboriginal residents.</p> <p>Whittlesea Gathering Place: Gathering Place recommendations endorsed 5 July 2021 - “Support the establishment of a purpose-built Aboriginal Gathering Place at Quarry Hills Park” with budget allocated in financial plan.</p> <p>Aboriginal Communities Department: In late 2021, Council’s organisational re-alignment process established an Aboriginal Communities Department with an identified Aboriginal & Torres Straight position for a senior manager in this portfolio (one of the few Councils in Victoria to do this). The City of Whittlesea has the 3rd highest metro population of ATSI residents. We employ nearly 20 ATSI identified staff (not all in this new department) and work to build strong relationships with key aboriginal organisations within Whittlesea including Bubup Wilam and Dardi Munwurrow.</p>	<p>Reconciliation Action Plan: Scoping for a new Reconciliation Action Plan is currently underway with the development of a new plan to occur from November 2021– June 2023.</p> <p>Whittlesea Reconciliation Group: This year’s Whittlesea Community Festival- <i>Arts on the Northern Edge</i>, will be held over 2 days (25-26 March) presenting theatre, music, circus, art making, activities, food, culture and community. It includes programming co-developed with the Whittlesea Reconciliation Group as part of their Fire Festival (postponed from 2021 due to COVID).</p> <p>Whittlesea Gathering Place: Council endorsed a Gathering Place project to proceed at the Quarry Hills Regional Park and has established an advisory group with community members to ensure a co-design approach. This project is an advocacy priority of Council.</p>



Action/Focus area	Status as at March 2022	Future Actions
<p>Community Engagement</p>	<p>Due to COVID restrictions the majority of engagements were held online.</p> <p>Administrators have actively participated in a range of community events and programs (either online or in person) including the local Community Festival, Whittlesea Garden Expo, Whittlesea Monday Market, funding launches, the Community Forum and Community Council Meeting held 21 March 2022, the South Morang Farmers and Makers market.</p> <p>Engage Whittlesea website continues to grow in popularity with more than 8000 visits since October. The site gained 190 new followers in this time. 39% of people came to the site directly from a link and a quarter came via social media.</p> <p>Glass recycling had the highest number of contributions with 600 people filling out the online survey. Local Affordable Housing for Local People was the page with the most visits – 2234, followed by Quarry Hills Parkland with 743.</p> <p>Community engagement snapshot:</p> <ul style="list-style-type: none"> • Walking and Cycling Plan • Glass Recycling education • COVID vaccination attitudes survey • Bindts Rd Proposed closure • Harvest Home Recreation Reserve Surface Upgrade • Quarry Hills Parkland • Citizen Scientists: Biodiversity Study • Community Plan, 10-Year Financial Plan, Budget • Designing a vision for Thomastown & Lalor • Shaping the future of our Green Wedge • Local Housing for Local People • Masons Rd • Northern Regional Trails Strategy • Whittlesea Public Gardens Redevelopment • Domestic Animal Management Plan • Strong Local Economy Strategy • Proposed sale of Council Land in Mernda • Draft Complaints Policy • Street Tree Renewal Project • Naming a new kindergarten in Donnybrook 	<p>Ongoing in-person engagement initiatives are being strengthened to support Administrators engaging with community including:</p> <ul style="list-style-type: none"> • pop ups at community events and in popular spaces locally • introducing regular Coffee with Council opportunities for community to talk with Administrators and CEO • engagement opportunities at community sessions prior to community-based Council Meetings • Let’s Talk stall at monthly South Morang Farmers & Makers Market.

Connected Communities – socially cohesive community, healthy and safe community, a participating community



Action/Focus area	Status as at March 2022	Future Actions
Participating Community – building community leadership capacity	<p>Delivered the webinars: ‘Engaging your community’ in April, ‘Project and event management’ and ‘Evaluating community projects’ in May, ‘Communicating your message effectively’ in June 2021</p> <p>Comprehensive community leadership program developed with Administrator input in August 2021.</p> <p>Held an ‘interest builder’ soft launch event titled <i>Leading Change for the Greater Good</i> in November 2021 with a panel of community leaders presenting their experiences and responding to questions from community participants. Results:</p> <ul style="list-style-type: none"> • The event generated interest in the CLP, 90 people registered with 50 people attending – an incredible response given pandemic fatigue and proximity to Christmas. • The audience gained a greater understanding of local government and the role they could play in community leadership. Overwhelmingly, participants increased their understanding, shown by the high survey score to <i>I learnt something new</i> (84 per cent). • People were very engaged with the session and are <i>highly likely to recommend it to friends and family</i> (score 84 per cent) 	<p>Implementation of Community Leadership program over 2021- 2025.</p> <p>A 4-year program has been developed and includes community and civic leadership focus, and includes targeted (e.g. CALD, young people etc) as well as universal cohorts.</p> <p>Over 700 people are anticipated to participate over the period</p> <p>We have engaged the VLGA, La Trobe University and The Public Value Studio to develop and deliver an integrated program around the themes of exploring, enabling, engaging and empowering community leadership.</p> <p>The core curriculum will be formally launched in April 2022 with an <i>Exploring Community Leadership</i> event run with the VLGA.</p>



Action/Focus area	Status as at March 2022	Future Actions
Urban Design Framework	<p>External agency and internal stakeholder consultation on Draft Urban Design Framework completed in August 2021.</p> <p>Draft Thomastown and Lalor Urban Design Framework currently being updated to align with feedback, Integrated Planning Framework and Place Based Approach.</p>	<p>Draft Urban Design Framework to be presented to Council for endorsement for community consultation.</p> <p>Community consultation on the draft Thomastown and Lalor Urban Design Framework is planned for late 2022.</p>
Affordable Housing initiatives	<p>Advocating for investment in social and affordable housing through the Victorian Government Big Housing Build – seven successfully funded projects will result in more than 285 new social and affordable homes to be delivered across various locations in the City. This outcome has strong endorsement from Administrators.</p> <p>Community engagement commenced in respect to proposal to lease land at 1F Ashline Street, Wollert for affordable housing.</p> <p>Administrators have been actively involved in the development of the housing advocacy priority and engaged on the Ashline Street affordable housing proposal.</p>	<p>Continued work with State Government and developers for future affordable housing options.</p> <p>Investigate opportunities for use of surplus Council land for Social and Affordable Housing including further community engagement in respect to proposed lease of land at 1F Ashline Street, Wollert.</p> <p>Continued work in partnership with Hope Street Family Services to advocate for a youth refuge in South Morang.</p>



Action/Focus area	Status as at March 2022	Future Actions
Major integrated residential, commercial, health/hospital hubs	<p>Consistent with the Mernda Strategy Plan 2008 (incorporated structure plan), the Mernda Civic Precinct implementation is currently in planning.</p> <p>Mernda Sports and Leisure Centre planning is progressing. Proposed site of Whittlesea Community hospital in Mernda Town Centre is now resolved.</p> <p>Initial workshops to inform master planning for Lockerbie MAC commenced.</p> <p>Development Plan for Epping Renewal site nearing finalisation post exhibition. Private hospital and affordable housing developments have commenced.</p> <p>In addition, Council have submitted a joint tender as the Northern Collaborative Group with Northern Health, DPV and Northern Area health Mental Service to deliver the Whittlesea Local Mental Health & Wellbeing Hub. Regardless of the tender outcome, Council will work with the successful tenderer to support the Whittlesea Local Mental Health & Wellbeing Hub to operate successfully and address local mental health needs.</p>	<p>Review scope and funding model in line with Council’s long term financial plan and determine an operational model for Mernda Town Centre Hub, seek grants and allocate appropriate funding.</p> <p>Ongoing engagement with proponents on the planning for the Mernda Town Centre.</p> <p>Engage with VHBA on design and planning for new Whittlesea Community Hospital.</p> <p>Work with Stockland, Hume and Mitchell in respect to master planning and community infrastructure planning for Lockerbie MAC.</p> <p>Finalise Development Plan for Epping Renewal Site and report to Council for endorsement.</p> <p>Support the successful establishment of the Local Mental Health & Wellbeing Hub (regardless of tender outcome) with service commencement scheduled for October 2022 within the municipality.</p>



Action/Focus area	Status as at March 2022	Future Actions
Planning for the future.	<p>Vearings Road Employment Precinct Development Plan endorsed by Council in February 2022.</p> <p>Shenstone Park Precinct Structure Plan and Infrastructure Contributions Plan gazetted in January 2022.</p>	<p>Finalise the draft Green Wedge Management Plan for Stage 2 community engagement by 30 June 2022</p> <p>Finalise draft Epping Central Structure Plan for community consultation.</p>
Capital works program and delivery	<p>Delivery of major capital works including:</p> <ul style="list-style-type: none"> • Mernda Social Support Facility (design and foundation works completed). • Wollert East Community Centre – construction completed as part of development agreement with the VSBA. Facility is open for use. • McLeans Road Kindergarten building upgrade - construction completed and open for community use • Reconstruction of Arthurs Creek Road – construction progress is around 65%. Works will be completed by early April 2022. • Forecast expenditure programs for individual projects have been prepared for 2021/22 capital works projects. 	<p>Continue to implement capital works delivery.</p> <p>Continued advocacy for additional government infrastructure funding</p>
Planning forum or committee	<p>Council was briefed on effective planning delegation models that take into account broader engagement and decision-making in December 2022</p>	<p>Planning delegations being considered as part of the <i>Governance Rules</i> review June 2022.</p> <p>Consideration of recommendations from IBAC Operation Sandon and DELWP’s Planning Reform program may form future considerations depending on timing</p>
Cemeteries and heritage places – preservation and	<p>Council currently manage the Epping Cemetery through an arrangement with the State Government.</p>	<p>Develop a draft action plan on the future management of the Epping Cemetery.</p>



Action/Focus area	Status as at March 2022	Future Actions
community engagement.	<p>Victoria Planning Authority funding received January 2022 to undertake assessments of heritage places and dry stone walls ahead of planning scheme amendments. Also funded to develop dry stone wall heritage protection toolkit for use by local government in Victoria using Council methods and technology.</p> <p>Aboriginal Heritage Study Scope finalised Sept 2021 with Registered Aboriginal Parties. Aboriginal Heritage Study commenced Dec 2021. Consultant appointed.</p> <p>Ongoing heritage place protection and conservation. Working with Major Road Projects Victoria (MPRV) on heritage impacts of 3 major road projects Relocation and restoration of historic Wollert church, part of E6 duplication with MRPV, commenced.</p>	<p>Priority lists of dry stone walls in development, to guide assessments.</p> <p>Study to continue including on-country visits.</p> <p>Moving to Carome heritage site to ensure future public access. Reviewing MPRV plans to convert heritage bluestone bridge over Plenty River in Mernda to a shared-user asset.</p>



Action/Focus area	Status as at March 2022	Future Actions
<p>Addressing traffic congestion and supporting transport corridors.</p>	<p>Major roads and intersection work (Council):</p> <ul style="list-style-type: none"> • Findon Road extension road works nearly complete with traffic signals at Findon Road/Plenty Road now operational for through traffic on Plenty Road. • The design of the Williamson & Findon Road intersection is finalised to allow right hand turn bus movements, construction to begin soon. • Traffic signals works at intersection of Edgars Road and Rockfield Drive in Wollert to start soon. • Traffic signals installation works at the intersection of Bridge Inn Road and Sackville Street, Mernda started and progressing well. • Edgars Road construction between O’Herns Road and Rockfield Drive started (Delivered by Development Victoria) <p>Major Road Project Victoria</p> <ul style="list-style-type: none"> • Road interchange opened to public. • Plenty Road Stage 2 and intersection of Plenty Road/Bridge Inn Road completed. • Childs Road duplication works progressing well. <p>Epping Road, Yan Yean Road and Bridge Inn Road at planning/design stages and progressing.</p> <p>Significant advocacy has occurred in relation to both public and road based transport including through variety of printed and electronic media channels and meetings with Members of Parliament. Through extensive advocacy and working in partnership with Mitchell Shire, Council has obtained \$1.2 billion funding for BIFT and \$280 million for Cameron’s Lane from the Federal Government. This will reduce traffic congestion with removal of trucks from local roads.</p>	<p>Continue advocacy via regular meetings at all levels to pursue upgrade of state roads to address congestion.</p> <p>Continue working with MRPV to influence the state projects to get best outcomes for Council and its community.</p> <p>Continued advocacy to local Members of Parliament and through local and metropolitan media channels to progress priority projects around road upgrades and public transport (Wollert Rail, Bus route extensions etc).</p> <p>Continued advocacy to State Government in the lead up to the State election in November 2022.</p>



Action/Focus area	Status as at March 2022	Future Actions
COVID Business Grants (Round 1 and Round 2)	<p>Business Assistance Grants acquittal process is complete.</p> <p>The Economic Participation Opportunities program has received an allocation of \$150,000 to support the delivery of programs that strengthen employment and training capabilities for our community.</p>	
Local employment	<p>Council’s first Strong Local Economy Strategy was endorsed at the 21 February Council Meeting.</p> <p>Continued delivery of the activities highlighted in the Community Plan that encourage business and job growth and self-employment.</p> <p>Continued to deliver the Job Advocates program in partnership with Whittlesea Community Connections. To date the 5 Job Advocates have engaged with more than 1,000 community members referring them to employment and training services.</p>	Commence the delivery of the Strong Local Economy 22/23 Action Plan.
Supporting effective resourcing in economic development.	<p>Council has strongly supported additional resourcing within the Economic Development department (both staff and project) through the adoption of the 2021/22 budget and draft 2022/23 budget.</p> <p>The endorsed structure sees the Economic Development Department increasing to 13.2 FTE (from 4.6 FTE)</p>	Continued commitment to effective resourcing of Economic Development within future budgets.
Economic Development/Business Advisory Committee	Administrators have continued ongoing and innovative support for increased resourcing and active participation in networks such as the Business Advisory Panel.	Business Advisory Panel continue to meet on a bi-monthly basis. The Chair to present an update on activities to-date at Council Briefing.



Action/Focus area	Status as at March 2022	Future Actions
	A Whittlesea Business Network program (endorsed 21 March 2022) has been developed to further enhance Council’s relationship with the business community and encourage increased business-to-business opportunities.	Promotion and membership engagement of Business Network.
Supporting local business	<p>Council’s Dine Out(Side) campaign was launched promoting community to support their local food and beverage businesses and eat outdoors at businesses offering outdoor dining or nearby.</p> <p>Development of the “Everything is Here” campaign was launched. The campaign aims to support businesses of all sizes and encourage community to spend locally.</p> <p>Continued support and engagement with new and existing businesses with resources and information through Council’s Business Concierge service.</p> <p>Council received \$575,000 through the State Government Outdoor Activation program to deliver programs and activities to activate business precincts. The program aims to support businesses severely impacted by covid, including food, public health and gymnasiums.</p>	<p>Continue to deliver the Local Government Business Concierge Program as further funding has been received and program extended to the end of May 2022.</p> <p>Deliver the activities highlighted in the Outdoor Activation program, including art activation and outdoor furniture installations.</p>
Social enterprise stimulation	<p>Council appointed an Economic Participation and Enterprise Officer with a primary focus to develop an Economic Participation Plan and oversee the delivery of the Job Advocates and Economic Participation Opportunities Programs.</p> <p>The development of an Economic Participation Plan is highlighted as a priority action in the Strong Local Economy Strategy 22/23 Action Plan.</p>	<p>Develop Council’s first Economic Participation Plan to support employment outcomes for our community.</p> <p>Seek partnership opportunities to enhance social enterprise opportunities within the municipality.</p>



Action/Focus area	Status as at March 2022	Future Actions
Investment Attraction Strategy	Implementation of Investment Attraction Plan actions continues with business engagement activities through attendance of events, communicating with investors and developing updated marketing materials.	Host an Investor Forum that will bring investment attraction partners and stakeholders together to highlight investment opportunities available within the City Of Whittlesea.
North and West City Deal including Beveridge Intermodal Freight Terminal (BIFT) and Melbourne Food and Innovation Hub	Continued partnership work with Mitchell Shire on the advocacy campaign for the BIFT, including key briefings and meetings with MPs and candidates. Following extensive advocacy, federal government have announced funding for BIFT which will contribute 20,000 local jobs during construction and ongoing operations and it is anticipated to project \$3.5billion annually into Melbourne’s northern region.	Ongoing advocacy by Council and key partners to continue in lead up to Federal and State elections.
Whittlesea Community Farm and Food Collective project (with Whittlesea Community Connections, Melbourne Polytechnic, Yarra Valley Water and Council)	Review of budget and finalisation of costings for proposed buildings/activities was prepared and presented at a Sponsor meeting. Planning application has been received and currently being assessed.	The Working Group continues to advocate the project to raise awareness and seek opportunities for further funding.
Partnership – Yarra Plenty Valley Regional Libraries Service (YPRL)	Ongoing membership of YPRL Steering Committee with Chair of Administrators completing a year as Board Chair of YPRL in 2021 and continuing as a board member in 2022.	Ongoing active participation in strategic planning and oversight. Includes supporting the YPRL’s transition to new entity as required under the new Local Government Act.



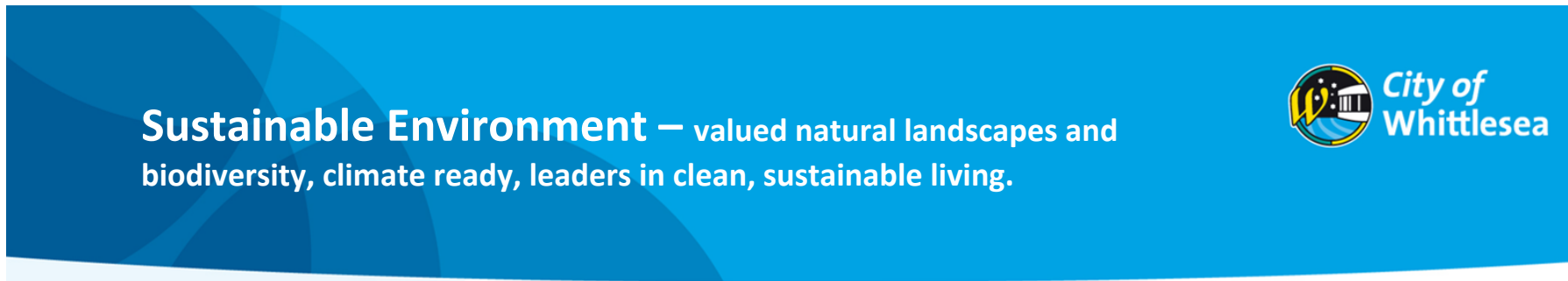
Action/Focus area	Status as at March 2022	Future Actions
Climate change	<p>Sustainable Environment Strategy and Climate Change Action Plan</p> <ul style="list-style-type: none"> The strategic directions, outcomes, and actions proposed for the Climate Change Plan have been integrated into the draft Discussion Paper for the Sustainable Environment Strategy. An external consultant has been engaged to undertake Business-As-Usual Modelling and cost benefit analysis on a set of draft climate change actions. A study is being currently explored to evaluate Council's corporate emissions target and emissions reporting methodology against industry standards and identify opportunities to further reduce corporate emissions and reduce reliance on offsetting. Work is underway to map outcomes, benefits, measures for the Sustainable Environment Strategy and Climate Change Plan. A science-based emissions reduction target for the whole municipality was presented to Council (17 March 2022), to seek Council direction on the target year for the community-wide net zero goal for the Climate Change Plan. Workshop with Council on the draft outcomes and priorities for action for the Sustainable Environment Strategy and Climate Change Plan occurred 17 March 2022. 	<p>Finalise outcomes, benefits and measures mapping work</p> <p>Finalise the cost benefit analysis for the climate change actions</p> <p>Finalise the gap analysis to review and update the corporate greenhouse gas emissions reporting framework, and assess the corporate emissions inventory against industry standards.</p> <p>The draft Sustainable Environment Strategy and Action Plan, and the Climate Change Plan will proceed to Council and subsequent Community Consultation mid 2022 with final endorsement planned for October 2022.</p>
Water Management	<p>Botanica Park – Project to desilting of sediment pond underway. Contaminates such as hydrocarbons present in sediment, working with contractors to identify suitable reuse and recovery options for material.</p> <p>Water quality sensors – Smart Cities course commenced 1 March 2022 at Whittlesea Tech School with Melbourne Water, MCMC and DCMC. Stormwater Victoria have accepted conference abstract for presentation.</p>	<p>Botanica Park – Naturelinks and Council will conduct a community planting day on 5 July. This will involve planting more than 2000 native plants.</p>



Action/Focus area	Status as at March 2022	Future Actions
	<p>Peter Hopper Lake – Asset Rehabilitation consultancy project about to be awarded to multi-disciplinary consultant for intervention option shortlisting/impact assessment. Services expected to be completed by July 2022.</p> <p>Waterbody/WSUD Condition Audit – Audit services about to go to tender. List of nominated assets and assessment format completed. Final results for audit not expected until September 2022.</p> <p>Carlingford Park redesign – Contractor awarded contract to complete redesign.</p> <p>WSUD Education and Compliance Officer – Melbourne Water funded position commenced. Currently improving construction management practices across several development sites across the municipality.</p> <p>Waterway Partnerships – Continuing partnerships through the Heathy Waterways Strategy, Yarra Integrated Water Management Forum, Merri Creek Management Committee and Darebin Creek Management Committee to advance waterway outcomes.</p>	<p>Water quality sensors – Between 10-14 sensors will be deployed monitor water quality in the Plenty river by 30 June 2022.</p> <p>Peter Hopper Lake – Following consultancy a briefing will be brought to Council outlining potential asset rehabilitation options. Community consultation will then be undertaken.</p> <p>Waterbody/WSUD Condition Audit – Upon receipt of audit results, business cases will be formulated for a comprehensive asset prioritisation and renewal program, asset decommissioning proposals, and new budget proposals for programmed and reactive maintenance.</p> <p>Carlingford Park redesign – Detailed design will be completed by 30 June 2022</p> <p>Partnerships - Continuing involvement in waterway-based partnerships</p>



Action/Focus area	Status as at March 2022	Future Actions
Energy	<ul style="list-style-type: none"> • 574 kW of solar PV installed on 15 sites and 230 kWh of batteries installed on 9 sites taking total capacity of solar PV systems installed to 1.65 MW on 65 sites and 264 kWh of batteries on 12 sites • Council continues to participating in the VECO (Victorian Energy Collaboration, formerly LG Power Purchase Agreement) as of 1 July 2021, providing 100% renewable electricity for all council street lights and facilities. • First Council public EV charging station installed within the Whittlesea township. • In partnership with the Northern Council Alliance (NCA) and Northern Alliance for Greenhouse Action (NAGA) funding has been secured for a community wide Electric Vehicle Transition plan • In partnership with the Northern Alliance for Greenhouse Action (NAGA) half funding has been secured for a Zero Net Vehicle Transition Plan for Council’s Fleet. 	<p>An additional 185 kW of solar PV and 229 kWh of battery systems will be installed in the 2021-2022 financial year.</p> <p>Bulk change over of decorative street lights to energy efficient LEDs ongoing with an projected 1,300 lists to be replaced.</p> <p>Energy audits of smaller buildings to identify further energy efficiency measures to be undertaken, for example lighting upgrades, double glazing, etc.</p> <p>EV Transition Plans (community wide and fleet) to be undertaken and finalised.</p> <p>Studies being commissioned into:</p> <ul style="list-style-type: none"> ○ Getting off gas in Council buildings ○ TRAC energy efficiency audit and systems optimisation / economic viability of co-generation unit



Action/Focus area	Status as at March 2022	Future Actions
Waste	<p>Implement the Rethinking Waste Plan including:</p> <ul style="list-style-type: none"> • Roll-out of the four-bin system. The municipal wide glass service roll-out is progressing well. Community consultation has been conducted and is now closed. Tenders are in the process of being assessed for both collection and processing as well as delivering kerbside glass bins. Soft launch for the FOGO bin liner has also occurred. • Helping households with high waste generation. Officers have started surveying households that have an additional bin service to see how we can work help their reduce waste. • The Mernda Repair Café – the repair café continues to receive officer support, including marketing and promotion, admiration support and some financial support for tools and the launch (9 April 2022). • Rebate Program - Trial introducing a rebate program for reusable nappies, reusable sanitary products and composting tools is now underway. • Recycling hubs – The recycling hub roll out is continuing with installation 8 completed 	<p>Continue to implement the Rethinking Waste Plan</p> <ul style="list-style-type: none"> • Roll-out of the four-bin system. Glass roll-out will be finalised. Improvements are being made to digitise the additional bin progress. Continue the bin liners and bin lids ongoing. • Hard Waste Improvements – An online booking system is being established via Salesforce. Roll out to the community is expected by start May 2022. Additional service improvement are being made including changes of routing for improved efficiency and digital notifications for customers. • Litter Enforcement Team – This team is expected to be in place and enforcement commenced by the end of April 2022. • Recycling hubs - 4 new hubs planned to be delivered by June 2022



Action/Focus area	Status as at March 2022	Future Actions
Recruitment and performance monitoring of CEO by Administrators and CEO Employment matters advisory committee (CEMAC)	<p>CEMAC meeting held 14 October 2021 with 12 month performance review undertaken.</p> <p>CEO Key performance indicators endorsed 25 October 2021</p> <p>CEO Employment and Remuneration Policy (incorporating CEMAC terms of reference) endorsed 25 October 2021</p>	<p>Ongoing CEMAC meetings on regular basis in accordance with terms of reference.</p> <p>Next meeting scheduled 2 May 2022</p>
Build strong relationships with CEO and Executive.	<p>Weekly briefings held on strategic and policy matters with daily communication as required</p> <p>Joint attendance at events including key forums and advisory committees, meetings with local Members of Parliament, Staff Q & A and other civic events.</p>	Continued regular briefings and joint event attendance
Policy and Strategy Framework Review	<p>At 1 March 2022 Council meeting endorsed the new integrated Strategic Framework to develop seven key strategies to align to the Whittlesea 2040 vision and Community Plan goals. The strategies include: Strong Local Economy; Sustainable Environment; Connected Communities; Liveable Neighbourhoods; High Performing Organisation; Reconciliation Action Plan (RAP – see above); and Community Infrastructure.</p> <p>Strong Local Economy strategy endorsed 21 February 2022. Work has commenced on all strategies.</p>	<p>Development of the six remaining core strategies by June 2023.</p> <p>Consultation with Community on the strategies and action plans.</p>
Information Technology	Council’s Digital Plan has been developed and endorsed by the Executive Leadership Group with actions for 2022-2023 included in the proposed budget.	Continue implementation of the Digital Plan to improve customer interaction and efficiency.



Action/Focus area	Status as at March 2022	Future Actions
Financial Management	<p>Fees and Charges Review has commenced with an external consultant being engaged.</p> <p>2023/24 Budget preparations and review prior to community consultation.</p>	<p>Ongoing budget and financial reporting to Council.</p> <p>Consultation to prepare 2023/24 budget.</p> <p>Council to be engaged as part of the fees and charges review.</p>

Reporting and Governance

This Action Plan is the responsibility of Council and has been reported 6 monthly via Council meetings for the past 18 months. Future reporting will be via the Community Plan and Financial quarterly performance reports and a 6 monthly report outlining Council’s key achievements and Administrator engagement with community.

Administrator Meetings and Engagement

For the period of 18 September 2021 to 31 March 2022

Date	Meeting Name	Administrator Attendees
20/09/2021	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
21/09/2021	Regular meeting with Mr Colin Brooks MP (Member for Bundoora)	Lydia Wilson (Chair)
	Internal Event: Vax Chat with Professor Craig Albotins (Head of Infectious Diseases at Northern Health) – Live Q&A Online Session with the Community	Lydia Wilson (Chair) Peita Duncan
23/09/2021	Regular meeting with Mr Craig Ondarchie (Member for Northern Metropolitan Region)	Lydia Wilson (Chair)
	Plenty Valley FM – Drive Program	Peita Duncan
28/09/2021	Meeting with Dr Samantha Ratnam MP (Member for Northern Metropolitan)	Lydia Wilson (Chair) Peita Duncan
	Internal Event: Online Citizenship Ceremony – Session 1	Chris Eddy Peita Duncan
	Internal Event: Online Citizenship Ceremony – Session 2	Chris Eddy Peita Duncan
	Internal Event: Online Citizenship Ceremony – Session 3	Chris Eddy Peita Duncan
	Internal Event: Online Citizenship Ceremony – Session 4	Chris Eddy Peita Duncan
30/09/2021	Internal Event: Online Citizenship Ceremony – Session 5	Chris Eddy Peita Duncan
	Lalor Living and Learning Centre – Annual General Meeting	Lydia Wilson (Chair)
	Whittlesea Reconciliation Group Meeting	Peita Duncan
04/10/2021	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Scheduled Council Meeting	Lydia Wilson (Chair) Peita Duncan Chris Eddy
06/10/2021	Internal Event: Online Community Session: Local Housing for Local People – Proposal to Lease 1F Ashline Street, Wollert, for Affordable Housing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
07/10/2021	Internal Event: Online Business Information Forum	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Plenty Valley FM – Drive Program	Lydia Wilson
11/10/2021	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	City of Whittlesea Community Awards Committee	Peita Duncan
13/10/2021	Local Government Culture Project Consultation with Ms Noelene Duff (Chair of Administrators – City of Casey) and Ms Julie Eisenbise (Chair of Administrators – Shire of South Gippsland)	Lydia Wilson (Chair)
	Internal Event: Online Seniors' Festival Celebration – High Tea	Lydia Wilson (Chair) Peita Duncan

Date	Meeting Name	Administrator Attendees
14/10/2021	Filming: Super Kids Festival and Blessing of the Fleet for social media channels	Lydia Wilson (Chair)
	Chief Executive Matters Advisory Committee Meeting	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Plenty Valley FM – Drive Program	Peita Duncan
	Metropolitan Local Government Waste Forum	Chris Eddy
18/10/2021	Whittlesea Community Connections – Board Meeting	Lydia Wilson (Chair)
	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
19/10/2021	External Event: Interface Week 2021 – Keynote Event	Lydia Wilson (Chair)
	Internal Event: Online Citizenship Ceremony – Session 1	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Internal Event: Online Citizenship Ceremony – Session 2	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Internal Event: Online Citizenship Ceremony – Session 3	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Internal Event: Online Citizenship Ceremony – Session 4	Lydia Wilson (Chair) Peita Duncan Chris Eddy
20/10/2021	External Event: Online Gambling Harm is Complicated Session	Peita Duncan
21/10/2021	Online meeting with Local Members of Parliament	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Interface Council Briefing with Mr Steve Dimopoulos MP (Parliamentary Secretary to the Premier and Parliamentary Secretary for Mental Health)	Lydia Wilson (Chair)
	Online Meeting with Mr Richard Welch (Liberal Nominee for McEwen)	Lydia Wilson (Chair)
	Community Awards Committee – Sub Committee	Peita Duncan
25/10/2021	Whittlesea Community Connections – Annual General Meeting	Lydia Wilson (Chair)
	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Additional Council Meeting	Lydia Wilson (Chair) Peita Duncan Chris Eddy
26/10/2021	Meeting with new Independent Panel Members of the City of Whittlesea Audit and Risk Committee, Ms Jen Johanson and Mr Bruce Potgieter)	Lydia Wilson (Chair)

	Meeting with representatives of the Whittlesea Community Connections, Ms Alex Haynes (CEO) and Mr Emmanuel Gauci (Chairperson)	Lydia Wilson (Chair)
27/10/2021	Internal Event: Community Awards Celebration	Lydia Wilson (Chair) Peita Duncan Chris Eddy
Date	Meeting Name	Administrator Attendees
28/10/2021	Internal Event: Digital Literacy Program Launch	Lydia Wilson (Chair) Peita Duncan
	Business Advisory Panel	Lydia Wilson (Chair) Chris Eddy
	Yarra Plenty Regional Library Board	Lydia Wilson (Chair)
29/10/2021	VLGA Connect Live Panel Discussion: In Conversation with Victoria's Local Government Policy and Integrity Agencies	Lydia Wilson (Chair)
	Interface Council Briefing with Mr Richard Riordan MP (Shadow Minister for Local Government and Shadow Minister for Resources)	Lydia Wilson (Chair)
31/10/2021	External Event: Ministerial Announcement by The Hon Jaala Pulford MLC (Minister for Employment)	Lydia Wilson (Chair)
04/11/2021	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Plenty Valley FM – Drive Program	Lydia Wilson (Chair)
05/11/2021	Northern Alliance for Greenhouse Action Executive	Chris Eddy
	Scheduled Council Meeting	Lydia Wilson (Chair) Peita Duncan Chris Eddy
09/11/2021	Interface Council Briefing with The Hon Tim Pallas (Treasurer, Minister for Economic Development and Minister for Industrial Relations)	Lydia Wilson (Chair)
10/11/2021	Plenty Valley FM – Interview	Lydia Wilson (Chair)
11/11/2021	Epping RSL Remembrance Day Ceremony	Peita Duncan
	Internal Event: Online Citizenship Ceremony – Session 1	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Internal Event: Online Citizenship Ceremony – Session 2	Lydia Wilson (Chair) Chris Eddy
	Internal Event: Online Citizenship Ceremony – Session 3	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Internal Event: Online Citizenship Ceremony – Session 4	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Internal Event: Leading Change for the Greater Good	Peita Duncan
15/11/2021	Whittlesea Community Connections – Board Meeting	Lydia Wilson (Chair)
	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	National Growth Areas Alliance – Election Priorities and Annual Meeting	Chris Eddy
16/11/2021	Creeds Farm Annual General Meeting	Peita Duncan
18/11/2021	Plenty Valley FM – Drive Program	Chris Eddy

	VLGA Annual General Meeting	Lydia Wilson (Chair) Peita Duncan Chris Eddy
22/11/2021	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
Date	Meeting Name	Administrator Attendees
23/11/2021	Internal Event: Annual Staff Recognition of Service Award Celebration	Lydia Wilson (Chair)
	Internal Event: Online Citizenship Ceremony - Session 1	Lydia Wilson (Chair) Chris Eddy
24/11/2021	Interface Council Briefing with The Hon James Merlino MP (Deputy Premier, Minister for Health, Minister for Education and Minister for Disability, Ageing and Carers)	Lydia Wilson (Chair)
25/11/2021	Additional Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	City of Whittlesea Audit and Risk Committee	Lydia Wilson (Chair) Chris Eddy
	Plenty Valley FM – Drive Program	Peita Duncan
	Whittlesea Reconciliation Group	Peita Duncan
29/11/2021	Council Briefing – Strategic Workshop	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	External Event: Olivine Place and Preston Reservoir Adult Community Education (PRACE) Lifelong Learning Program – Launch	Peita Duncan
02/12/2021	City of Whittlesea Business Advisory Panel Meeting	Chris Eddy
	Plenty Valley FM – Drive Program	Lydia Wilson (Chair)
06/12/2021	Scheduled Council Meeting	Lydia Wilson (Chair) Peita Duncan Chris Eddy
09/12/2021	External Event: Mental Health Roundtable No. 2 hosted by The Hon Lily D'Ambrosio MP (Member for Mill Park, Minister for Energy, Environment and Climate Change and Minister for Solar Homes)	Lydia Wilson (Chair) Chris Eddy
	Regular meeting with Mr Colin Brooks MP (Member for Bundoora)	Lydia Wilson (Chair)
	Plenty Valley FM – Drive Program	Chris Eddy
10/12/2021	Carols by Candlelight	Lydia Wilson (Chair) Peita Duncan
13/12/2021	Whittlesea Community Connections	Lydia Wilson (Chair)
	Rochdale Square – Official Opening	Peita Duncan
	David Street and May Road Upgrade – Official Opening	Peita Duncan
	Council Briefing – Strategic Workshop	Lydia Wilson (Chair) Peita Duncan Chris Eddy
15/12/2021	Interface Council Briefing with The Hon Shaun Leane (Minister for Local Government, Minister for Suburban Development and Minister for Veterans)	Peita Duncan
16/12/2021	Regular meeting with Mr Rob Mitchell MP (Member for McEwen)	Lydia Wilson

	Regular meeting with Ms Bronwyn Halfpenny MP (Member for Thomastown)	Lydia Wilson
	Plenty Valley FM – Drive Program	Peita Duncan
	Yarra Plenty Regional Library Ordinary Board Meeting	Lydia Wilson
	Northern Alliance for Greenhouse Action Executive (NAGA) Webinar regarding Climate Change	Chris Eddy
Date	Meeting Name	Administrator Attendees
17/12/2021	Site visit to: <ul style="list-style-type: none"> Mernda Aquatic site; Granite Hills Major Community Park; and Aboriginal Gathering Place 	Lydia Wilson (Chair) Peita Duncan Chris Eddy
20/12/2021	Council Briefing	Peita Duncan Chris Eddy
2022		
	Council Briefing	Lydia Wilson (Chair) Chris Eddy
24/01/2022	Joint advocacy meeting with Mitchell Shire Council and The Hon Paul Fletcher MP (Minister for Communications, Urban Infrastructure and Cities and the Arts) and Mr Richard Welch (Liberal Nominee for McEwen) regarding Beveridge Intermodal Freight Terminal	Lydia Wilson (Chair)
26/01/2022	Internal Event: Online Citizenship Ceremony – Session 1	Lydia Wilson (Chair) Chris Eddy
	Internal Event: Online Citizenship Ceremony – Session 1	Lydia Wilson (Chair) Chris Eddy
	Internal Event: Online Citizenship Ceremony – Session 1	Lydia Wilson (Chair) Chris Eddy
	Internal Event: Online Citizenship Ceremony – Session 1	Lydia Wilson (Chair) Chris Eddy
	Internal Event: Online Citizenship Ceremony – Session 1	Lydia Wilson (Chair) Chris Eddy
27/01/2022	Yarra Plenty Regional Library CEO Employment Matters Sub Committee	Lydia Wilson (Chair)
	Regular meeting with Ms Noelene Duff (Chair of Administrators - City of Casey)	Lydia Wilson (Chair)
29/01/2022	Joint funding announcement with Mitchell Shire Council representatives and The Hon Anthony Albanese MP (Leader of the Opposition) and Mr Rob Mitchell MP (Member for McEwen) regarding Cameron’s Lane, Beverage, and Beveridge Intermodal Freight Terminal.	Lydia Wilson (Chair)
31/01/2022	Onsite meeting with Director Infrastructure and Environment and a resident to discuss concerns.	Lydia Wilson (Chair)
	Scheduled Council Meeting	Lydia Wilson (Chair) Peita Duncan Chris Eddy
03/02/2022	Annual Art Exhibition – Award Judging	Lydia Wilson (Chair)
	Plenty Valley FM – Drive Program	Lydia Wilson (Chair)
07/02/2022	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
08/02/2022	Meeting with representatives of Department of Health and the Cities of Melton and Hume regarding vaccination support.	Lydia Wilson (Chair)

10/02/2022	Metropolitan Local Government Waste Forum	Chris Eddy
14/02/2022	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
15/02/2022	ABC Interview regarding traffic and road congestion within the municipality	Lydia Wilson (Chair)
Date	Meeting Name	Administrator Attendees
17/02/2022	City of Whittlesea Business Advisory Panel	Lydia Wilson (Chair) Chris Eddy
21/02/2022	Whittlesea Community Connections Board	Lydia Wilson (Chair)
	Northern Alliance for Greenhouse Action	Chris Eddy
	Scheduled Council Meeting	Lydia Wilson (Chair) Peita Duncan Chris Eddy
24/02/2022	City of Whittlesea Audit and Risk Committee	Lydia Wilson (Chair) Chris Eddy
	Plenty Valley FM – Drive Program	Peita Duncan
	Yarra Plenty Regional Library Ordinary Board Meeting	Lydia Wilson (Chair)
	Whittlesea Reconciliation Group	Peita Duncan
28/02/2022	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
02/03/2022	Interface Council Group Meeting	Lydia Wilson (Chair)
03/03/2022	Northern Business Achievement Awards – Breakfast	Lydia Wilson (Chair)
	Regular meeting with Ms Bronwyn Halfpenny MP (Member for Thomastown)	Chris Eddy
	Filming: International Women’s Day for social media channels	Lydia Wilson (Chair) Peita Duncan
	Plenty Valley FM – Drive Program	Lydia Wilson
04/03/2022	Onsite briefing to State and Federal Members of Parliament at Aurora Treatment Plant hosted by Whittlesea Community Connections	Lydia Wilson
05/03/2022	External Event: Whittlesea Garden Expo – Officially opened by Chair of Administrators	Lydia Wilson (Chair) Peita Duncan
07/03/2022	Additional Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
08/03/2022	Internal Event: International Women’s Day	Lydia Wilson (Chair) Chris Eddy
10/03/2022	Plenty Valley FM – Drive Program	Peita Duncan
14/03/2022	External Event: Whittlesea Market	Lydia Wilson (Chair)
15/03/2022	Additional Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Dinner with Nillumbik Council and CEO, Mr Carl Cowie	Lydia Wilson (Chair) Peita Duncan Chris Eddy
17/03/2022	Business Breakfast with local Members of Parliament	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Council Briefing – Strategic Workshop	Lydia Wilson (Chair) Peita Duncan

		Chris Eddy
	Plenty Valley FM – Drive Program	Chris Eddy
18/03/2022	VLGA FastTrack 2022 – Council Leadership Development Program	Lydia Wilson (Chair)
19/03/2022	Internal Event: South Morang Farmers and Makers Market	Lydia Wilson (Chair)

Date	Meeting Name	Administrator Attendees
21/03/2022	Internal Event: Mill Park Library Public Surrounds Upgrades – Official Opening	Lydia Wilson (Chair)
	Internal Event: Whittlesea Public Gardens Revitalisation – Sod Turn	Chris Eddy
	Community Forum – Whittlesea Community Activity Centre	Lydia Wilson (Chair) Chris Eddy
	Scheduled Council Meeting – Whittlesea Community Activity Centre	Lydia Wilson (Chair) Chris Eddy
22/03/2022	Internal Event: Citizenship Ceremony	Lydia Wilson (Chair)
24/03/2022	Northern Councils Alliance	Lydia Wilson (Chair)
25/03/2022	Internal Event: Community Festival – Opening Night	Lydia Wilson (Chair)
26/03/2022	Internal Event: Community Festival	Lydia Wilson (Chair) Chris Eddy
28/03/2022	Council Briefing	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Tour of municipality via various sites of interest in the suburbs of Wollert, Lalor, Thomastown and Epping	Lydia Wilson (Chair) Chris Eddy
30/03/2022	Whittlesea Reconciliation Group – Planning Day	Peita Duncan
31/03/2022	Internal Event: Launch of the Strong Local Economy Strategy	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Tour of municipality via various sites of interest in the suburbs of Doreen, Laurimar, Mill Park and Bundoora	Lydia Wilson (Chair) Peita Duncan Chris Eddy
	Filming: Ramadan for social media channels	Lydia Wilson (Chair)
	Plenty Valley FM – Drive Program	Lydia Wilson (Chair)

5.1.3 Amendment C257WSEA – Proposed Planning Provision Changes to 115 Trawalla Avenue, Thomastown

Responsible Officer	Director Planning & Development
Author	Coordinator Strategic Land Use Planning
In Attendance	Linda Martin-Chew, Coordinator Strategic Land Use Planning

Attachments

1. C 257 Whittlesea Locality Plan [5.1.3.1 - 3 pages]
2. Revegetation and Landscape Plan [5.1.3.2 - 1 page]
3. C 257 Whittlesea 001 Zone Map 20 [5.1.3.3 - 1 page]
4. C 257 Whittlesea 002 Overlay Map 20 [5.1.3.4 - 1 page]

Purpose

The purpose of this report is to inform recommendations for a Council position on a proposed planning scheme amendment to rezone land formerly within the Merri Creek Reserve in Thomastown from Public Use Zone to Industrial 1 Zone. Melbourne Water owns the land and has formally requested Council's views on the proposed rezoning of the land by 29 April 2022.

The Amendment will affect part of the land at 115 Trawalla Avenue, Thomastown with the objective being to ensure that the zoning of the land is consistent with its use.

The land has a complex planning and building compliance history. The current use of the subject land is a warehouse and car parking. The situation that the proposed Amendment seeks to resolve arose many years ago from the development of these buildings and works on Melbourne Water land without the necessary approvals.

Subsequently, the adjacent landowner has worked with Council and Melbourne Water to obtain the necessary retrospective approvals and the Amendment is being pursued by Melbourne Water to finally resolve the matter. The Amendment is the logical conclusion to an iterative process undertaken by both Melbourne Water and Council since 2014 to correct the situation.

The planning authority for the Amendment is the Minister for Planning. The amendment process is being conducted by the Government Land Planning Service and will be publicly exhibited from 15 March to 27 April 2022. Following exhibition of the Amendment, the sale of the land will be considered by the Government Land Standing Advisory Committee via a Public Hearing process in June 2022.

Brief Overview

The subject land at part 115 Trawalla Avenue, Thomastown is within the Merri Creek Reserve set aside for environmental purposes by Melbourne Water. The site is adjacent to the Bertocchi Smallgoods manufacturing complex at 67 Trawalla Avenue, Thomastown. The manufacturing operations were extended into the subject land when the subject site was partly developed with buildings and hardstand areas for car parking.

Retrospective planning permits to authorise the buildings and works, remove easements, and to remove the reserve status of the land have since been required to facilitate the current proposal to rezone the land and its potential transfer to private ownership via the sales process. The completion of this process would resolve the existing situation whereby publicly owned land is developed with a warehouse and carparking areas. The land is currently licensed by Bertocchi Smallgoods from Melbourne Water.

Bertocchi Smallgoods is a significant employer in the local and regional context, employing over 400 staff. The draft explanatory report for Amendment C257 advises that the rezoning and transfer of the land to Bertocchi Smallgoods will enable a \$40 million expansion of the business, estimated to create an additional 80 jobs in the first stage with potential for a further 120 jobs to be created in later stages.

This report will provide a summary of the relevant planning history of the site subject to the Amendment. This is to provide context for the current process being undertaken by Melbourne Water to rezone and sell the land. The rezoning of the land is a condition of its sale to Bertocchi Smallgoods and Amendment C257 is being pursued by Melbourne Water to resolve the matter.

Melbourne Water has formally requested Council's views on the proposed rezoning by 29 April 2022. The rezoning of the land is the logical conclusion to an iterative process undertaken by both Melbourne Water and Council since 2014 to retrospectively address the development of buildings and works on Melbourne Water land. This report will recommend that Council notify Melbourne Water Corporation that it supports the proposed planning scheme amendment. Given the procedural nature and status of the proposal it is not intended to provide a Council submission to the Government Land Standing Advisory Committee or Council representation at the public hearing.

Recommendation

That Council:

- 1. Write to Melbourne Water Corporation providing support for Planning Scheme Amendment C257 which proposes to rezone part of the land at 115 Trawalla Avenue, Thomastown, to the Industrial 1 Zone and to apply the Development Contributions Plan Overlay Schedule 3.**

Key Information

Background

In 2014, the owner of the land at 67 Trawalla Avenue, Thomastown (AB Trawalla Holdings Pty Ltd and JB Trawalla Holdings Pty Ltd trading as Bertocchi Smallgoods) was made aware they were operating a small section (0.419 ha) of their business in an unsuitable zone. Upon further investigation this section was identified as an historical development on 115 Trawalla Avenue, Thomastown, zoned Public Use Zone 1 and owned by Melbourne Water Corporation (MW). The historical development on the land that is subject to rezoning is shown at Attachment 1, along with a map showing the existing zones, and a site context map.

In 2016, MW with the support of the Department of State Development, Business and Innovation (now known as Department of Jobs, Precincts and Regions, DJPR) entered a Contract of Sale as the vendor with Bertocchi Smallgoods and committed to subdivide and rezone the land prior to settlement. In the interim, the land is licensed by Bertocchi Smallgoods from Melbourne Water.

Council is responsible for the administration and enforcement of the Whittlesea Planning Scheme. As such, Bertocchi Smallgoods (with Melbourne Water consent) applied to Council for retrospective planning permits for the buildings and works at 115 Trawalla Avenue, Thomastown.

Whilst the process to rezone and the potential sale of the land are being proposed and undertaken by the state government agencies identified elsewhere in this report, Council is responsible for implementation of, and compliance with, planning permit conditions. The retrospective planning permit history is as follows:

- Permit 715136 issued 5 July 2017 for buildings and works relating to 67 Trawalla Avenue. It should be noted that permit conditions relating to landscaping to the satisfaction of MW were among the permit conditions required to be imposed by MW. The permit also requires that before the use of the development allowed by the permit starts, the title boundary must be realigned, or title consolidated, to ensure that the buildings are located entirely within one lot.
- Permit 716414 issued 4 September 2017 for car parking associated with the industrial uses, also relating to 67 and 115 Trawalla Avenue. One of the MW conditions on the permit requires completion of the landscaping as required under Permit 715136 to the satisfaction of MW.
- In November 2017, City of Whittlesea issued a Notice of Decision to grant Planning Permit 716537 in relation to 67 and 115 Trawalla Avenue. The permit allowed removal of the reserve status from the relevant part of the Merri Creek Reserve. Friends of Merri Creek Incorporated initiated a VCAT hearing to review the decision. Melbourne Water was a party to the hearing.

- VCAT upheld the Council decision and Planning Permit 716537 was issued at the direction of VCAT (ref: P2821/2017) in July 2018.
- Planning Permit 716537 sets time limits within which the subdivision must occur. The time limit for certification of the subdivision has since been extended and certification is now required by 20 July 2022.

With respect to landscaping, the inclusion of these conditions is to minimise impacts to the surrounding Merri Creek riparian zone and to screen the development from the future linear park along the creek (noting the future walking path is intended to be on the western side within Hume City Council). The finalised landscape plans have undergone a technical review by Friends of Merri Creek Incorporated. MW has advised that landscape plans have been approved (refer Attachment 2) and that works are underway at the site.

Council will need to ensure compliance to the landscape requirements even if the Minister for Planning approves the Amendment to rezone the land prior to their completion.

A further subdivision process will be required to allow the rezoned land to be disposed of separately and to ensure the requirements of the relevant planning permits can be achieved (that all of the buildings are contained within one lot). This will be progressed if the sale process receives Ministerial approval.

The list of approvals outlined above represents an iterative process undertaken by both MW and Council since 2014 to correct the situation. There has been a long period of discussion and negotiation on this matter. As noted in the following section, Council's role in the rezoning and sale process is as a stakeholder rather than a decision maker. Melbourne Water, as the waterway manager and owner of the land, is the proponent of the rezoning and potential sale which would be a logical outcome in the circumstances.

As such, this report does not recommend providing a Council submission to the Government Land Standing Advisory Committee or Council representation at the public hearing that will consider the potential sale. Such a submission or representation would not affect the outcome of the process given the current status and circumstances of this proposal.

Amendment Proposal

The Minister for Planning is the planning authority for the Amendment, which has been made at the request of Melbourne Water Corporation (MW). The draft explanatory report for the Amendment notes the following with respect to consideration of agency views.

“The amendment has considered the views of Melbourne Water, relevant to its obligations for the waterway, the land and adjoining land.”

“The amendment is not likely to affect any other government agencies. However, the amendment has been prepared in consultation with the local council and important community groups, including the Merri Creek Management Committee.

“The views of these stakeholders have been considered in the preparation of the amendment and the finalisation of landscaping, revegetation and weed management plans for the land affected by the amendment.”

The Amendment proposes to change the planning provisions for a 0.419-hectare portion of land that is owned by MW and that has been determined to be surplus to its requirements. The Amendment proposes to rezone the land from a Public Use Zone – Service and Utility (PUZ1) to the Industrial 1 Zone (refer Attachment 3) - in keeping with the zoning of the adjacent land already owned by Bertocchi Smallgoods.

It is also proposed to apply the Development Contributions Plan Overlay – Schedule 3 (DCPO3) to the land (refer Attachment 4). DCPO3 seeks to levy contributions towards drainage infrastructure and is applied across the municipality, including to the Bertocchi Smallgoods land at 67 Trawalla Avenue. The application of DCPO3 to the subject site will allow for a consistent approach to relevant developer contributions across the whole of the Bertocchi Smallgoods land, once the land transaction is complete.

No change is proposed to the overlays that already apply to the land, which are the Environmental Significance Overlay Schedule 3 (Merri Creek and Environs) and the Land Subject to Inundation Overlay.

The purpose of Land Subject to Inundation Overlay includes ensuring that development maintains the free passage and storage of floodwater, protects water quality and improves river health.

The objectives and guidelines of the Environmental Significance Overlay Schedule 3 (Merri Creek and Environs) include:

- to restore and revitalise the creeks and adjoining open space to a more natural and ecologically diverse environment.
- to provide a linear open space link including the provision of a shared pedestrian and cycle path along one side of the waterway corridor.
- to ensure that the scenic qualities and visual character of the waterway corridor are not compromised by the inappropriate siting of buildings, the placement of fill or lack of screening vegetation.

Site Context

The subject site forms part of 115 Trawalla Avenue, Thomastown, shown hatched in yellow in the locality plan (refer Attachment 1). Bertocchi Smallgoods is located on the adjacent land at 67 Trawalla Avenue. Part of 115 Trawalla Avenue has been developed with a warehouse and car parking areas that contribute to the operations of Bertocchi Smallgoods. Bertocchi Smallgoods is seeking to purchase part of the land at 115 Trawalla Avenue from Melbourne Water, subject to the land being rezoned. The portion of the land to be rezoned is effectively landlocked between the Merri Creek and 67 Trawalla Avenue. The balance of the land at 115 Trawalla Avenue continues to form the riparian zone for Merri Creek.

Merri Creek forms the western boundary of the lot. On the western side of Merri Creek is the neighbouring municipality, Hume City Council. The Metropolitan Ring Road is located to the south-west.

The site is within the Thomastown Industrial Area, an industrial precinct identified in Plan Melbourne as of state significance. Surrounding uses to the north, east and south-east are industrial. A site context plan has been provided (refer Attachment 1).

Reason for the Amendment

The situation that Amendment C257 seeks to resolve arose many years ago from the development of buildings and works that contribute to the adjacent manufacturing operations on MW land, without the necessary approvals. Subsequently, the adjacent landowner has worked with Council and MW to obtain the necessary approvals and the Amendment is being pursued by MW to finally resolve the matter.

The subject land at part 115 Trawalla Avenue, Thomastown, is within the Merri Creek Reserve set aside for environmental purposes by Melbourne Water. The site is adjacent to the Bertocchi Smallgoods manufacturing complex at 67 Trawalla Avenue, Thomastown. The manufacturing operations of Bertocchi Smallgoods was extended into the subject land when it was partly developed with buildings and hardstand areas.

Retrospective planning permits to authorise the buildings and works, remove easements, and to remove the reserve status of the land have since been required to facilitate the current proposal to rezone the land and its potential transfer to private ownership via the sales process.

The Amendment is one of the final stages in a process to resolve the existing situation whereby publicly owned land is developed with a warehouse and carparking areas. In the interim, the land is licensed by Bertocchi Smallgoods from Melbourne Water.

Melbourne Water has determined that the land is surplus to their requirements and, as a government agency, is required to dispose of the land in accordance with the Victorian Government Land Transactions Policy and Guidelines. The requirements include that prior to offering land for sale by a public process, the most appropriate zoning (and any other

relevant planning provisions) must be in place so that the land can be sold based on its highest and best use.

Planning Permit 716537 applies to 67 and 115 Trawalla Avenue and allows removal of the reserve status from the relevant part of the Merri Creek Reserve. Friends of Merri Creek Incorporated initiated a VCAT hearing to review the decision. In its evidence to the VCAT hearing, Bertocchi Smallgoods stated that it prefers to acquire the land rather than to continue with the licensing arrangement. It advised its business has occupied the site for several decades and is substantial, employing many people and supplying its products across Australasia. Offering a licence provides no security and no incentive to further invest in this site.

Melbourne Water has approval from the Victorian Government Land Monitor to sell the land directly to the adjoining landowner, Bertocchi Smallgoods, at 67 Trawalla Avenue, Thomastown, by virtue of its landlocked status. As such, the land is not required to be offered for sale on the open market.

To facilitate the sale, the land would be rezoned from the Public Use Zone Schedule 1 to Industrial 1 Zone via Amendment C257 noting the rezoning of the land is a condition of its sale to Bertocchi Smallgoods.

The Amendment is the logical conclusion to an iterative process undertaken by both MW and Council since 2014 to correct the situation. There has been a long period of discussion and negotiation on this matter. Melbourne Water, as the waterway manager and owner of the land, is the proponent of the rezoning and potential sale.

Community Consultation and Engagement

Consultation for the amendment process is being conducted by Government Land Planning Service in accordance with the Victorian Government Land Transactions Policy and Guidelines (DELWP, 2016), as follows:

- Exhibition: 15 March – 27 April 2022 (6 weeks)
- Public information session: 6.30pm, Tuesday 5 April 2022
- Directions Hearing: Week of 9 May 2022
- Public Hearing: Week of 14 June 2022

However, as mentioned earlier in the report, the matter has been subject to an iterative process over a lengthy period involving engagement by Melbourne Water with the following key stakeholders:

- Bertocchi Smallgoods
- City of Whittlesea
- Merri Creek Management Committee

- Department of Jobs, Precincts and Regions (formerly Department of State Development, Business and Innovation).

Information provided by MW indicates that whilst the Merri Creek Management Committee (MCMC) has been amongst the stakeholders consulted during the process, this does not mean that MCMC supports the rezoning and sale of the land.

Alignment to Community Plan, Policies or Strategies

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

Strong local economy

Our City is a smart choice for innovation, business growth and industry as well as supporting local businesses to be successful, enabling opportunities for local work and education.

Response:

Bertocchi Smallgoods is a significant employer in the local and regional context, employing over 400 staff. The explanatory report for the amendment advises that the rezoning and transfer of the land to Bertocchi Smallgoods will enable a \$40 million expansion of the business, estimated to create an additional 80 jobs in the first stage with potential for a further 120 jobs to be created in later stages.

Thomastown Industrial Area Plan 2018-2038

The Thomastown Industrial Area Plan was endorsed by Council in 2018, with aims including to support economic investment; and to improve the amenity and environmental conditions of the area through enhancements to the open space network, waterways and landscaping.

Response:

Council officers have worked with Melbourne Water and Bertocchi Smallgoods to facilitate retrospective planning permits to authorise the buildings and works, remove easements, and to remove the reserve status of the land. Whilst this has supported the business in its continued operation, there are conditions of the permit that require landscaping along the boundary of the future lot. The inclusion of these conditions at the request of Melbourne Water is to minimise impacts to the surrounding Merri Creek riparian zone and to screen the development from the future linear park along the creek.

Planning Policy Context

The amendment proposal is aligned with the following planning policy:

Clause 71.02-3 (Integrated decision making) provides that planning and responsible authorities should endeavour to integrate the range of planning policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations.

Planning authorities should identify the potential for regional impacts in their decision making and coordinate strategic planning with their neighbours and other public bodies to achieve sustainable development and effective and efficient use of resources.

Clause 17.01-1L (Diversified economy) provides that planning should facilitate a greater diversity in economic investment in the municipality by supporting commercial, industrial and office development and employment generating uses within the Thomastown Industrial Area.

Considerations

Financial Implications

Requests for support from the Government Land Planning Service can be provided for in the current operational budget.

This report does not recommend providing a Council submission to the Government Land Standing Advisory Committee or Council representation at the public hearing.

Link to Strategic Risk

Not linked to the risks within the Strategic Risk Register

The Minister for Planning is the planning authority with respect to the Amendment and the decision maker in relation to the sale of the land.

Implementation Strategy

Communication

Melbourne Water owns the land subject to the Amendment and has formally requested Council's views on the proposed rezoning by 29 April 2022.

This report recommends that Melbourne Water be notified that Council supports the proposed Amendment.

Critical Dates

- 25 February 2022: Due date for stakeholder information to be provided by Council officers to Government Land Planning Service (GLPS) to facilitate the notification aspect of the Amendment.
- 15 March – 27 April 2022: Exhibition of the Amendment by GLPS
- 5 April 2022: Public information session by GLPS
- 29 April 2022: Melbourne Water has requested Council provide its views on the rezoning of the land by this date.
- Week commencing 9 May 2022: Directions Hearing (Planning Panels Victoria and Government Land Standing Advisory Committee)
- Week commencing 14 June 2022: Public Hearing (Planning Panels Victoria and Government Land Standing Advisory Committee)

Next Steps

Government Land Standing Advisory Committee Process

The rezoning of the land is being considered under Stream B of the Government Land Planning Services process, whereby the Minister for Planning seeks advice from the Government Land Standing Advisory Committee before agreeing to the sale of the land. It is government policy that before public land can be sold, it must be rezoned to a more appropriate zone. In the context of the subject land, the zone proposed is Industrial 1 which is reflective of the zoning of the abutting land.

The Amendment proposal has been referred to the Government Land Standing Advisory Committee which, with Planning Panels Victoria assistance, will commence and facilitate a public consultation process as follows.

- Exhibition: 15 March – 27 April 2022 (6 weeks)
- Public information session: 6.30pm, Tuesday 5 April 2022
- Directions hearing: Week of 9 May 2022
- Public hearing: Week of 14 June 2022

Following the hearing, the Advisory Committee decision/recommendations are provided to the Minister for Planning to inform a decision on the sale of the land.

Declaration of Conflict of Interest

Under Section 130 of the Local Government Act 2020 and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.

The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

Conclusion

Amendment C257 applies to part of the land at 115 Trawalla Avenue, Thomastown and seeks to rezone the land from Public Use Zone Schedule 1 to Industrial 1 Zone.

The planning authority for the Amendment is the Minister for Planning. The draft explanatory report prepared for the Amendment confirms that Council is a stakeholder rather than a decision maker. Notwithstanding, Melbourne Water owns the land subject to the Amendment and is seeking Council's views on the proposed rezoning by 29 April 2022.

The objective of the Amendment is to ensure that the zoning of the land is consistent with its use. The land has a complex planning and building compliance history, with the amendment seeking to change the zoning to match the current use of the land for a warehouse and car parking.

The situation that the proposed Amendment seeks to resolve arose many years ago from the development of buildings and works that contribute to the manufacturing operations of Bertocchi Smallgoods on Melbourne Water land, without the necessary approvals. Subsequently, the adjacent landowner has worked with Council and Melbourne Water to obtain the necessary approvals and the Amendment is being pursued by Melbourne Water to finally resolve the matter.

The Amendment is the logical conclusion to an iterative process undertaken by both Melbourne Water and Council since 2014 to correct the situation. Melbourne Water as the waterway manager and owner of the land is the proponent of the rezoning and potential sale.

As such, the report recommends that Council write to Melbourne Water Corporation stating that it supports the proposed planning scheme amendment.

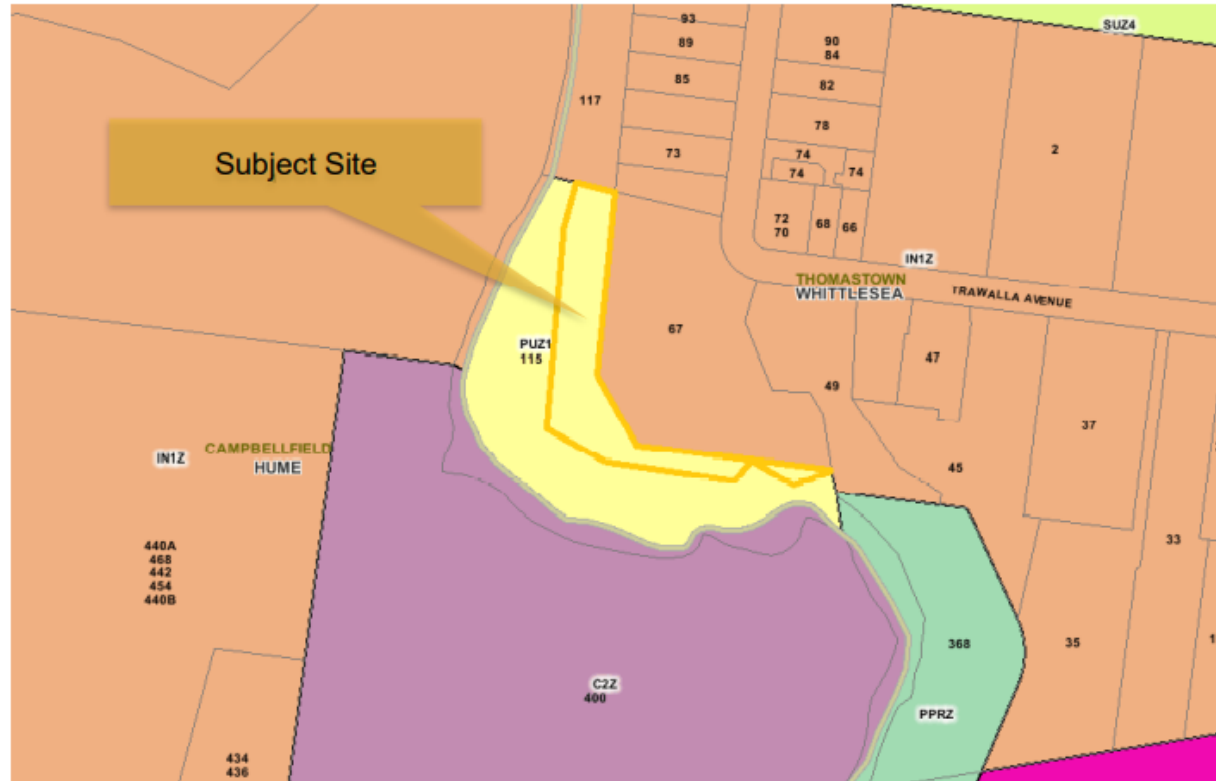
ATTACHMENT ONE: PART 115 TRAWALLA AVENUE THOMASTOWN (Page 1 of 3):
Aerial image - land subject to rezoning hatched in yellow.

Source: DELWP



ATTACHMENT ONE: PART 115 TRAWALLA AVENUE THOMASTOWN: Existing Zones (Page 2 of 3)

Source: DELWP

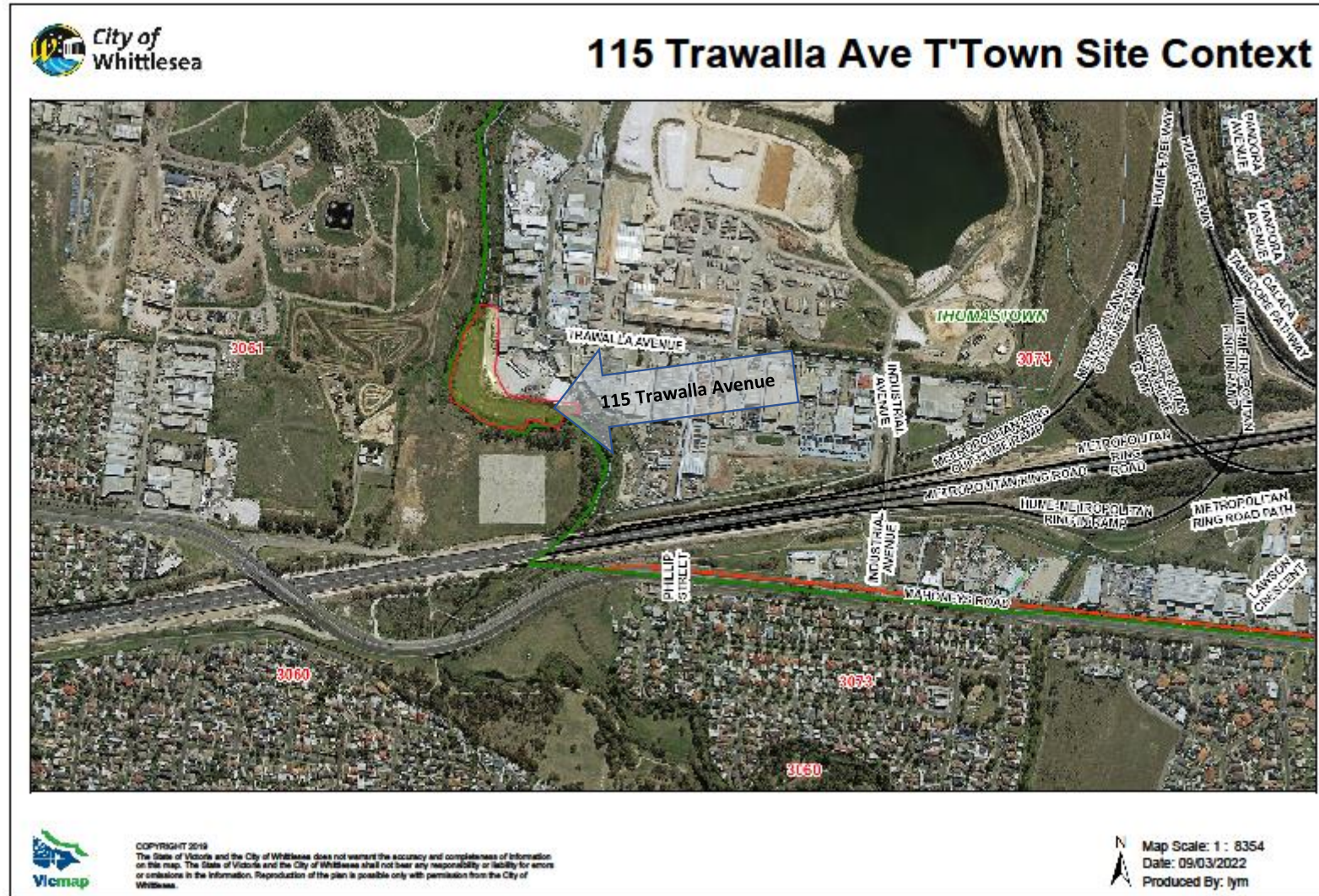


Zoning Map (Source: www.land.vic.gov.au)

Land surrounding the subject site comprises:

- Industrial 1 Zone (IN1Z) land to the north, east and west;
- Public Use (PUZ1) zoned land to the south and west;

ATTACHMENT ONE: PART 115 TRAWALLA AVENUE THOMASTOWN:
Site Context Plan (Page 3 of 3)



PLANT SCHEDULE

SYM	BOTANICAL NAME	COMMON NAME	N ^o	HEIGHT X WIDTH AT MATURITY	MIN SUPPLY SIZE
TREES					
AI	<i>Acacia implexa</i>	Lightw ood		5-15 x 4-7m	1.2mH
Am	<i>Acacia melanoxylon</i>	Blackw ood		12-20 x 6-10m	1.2mH
Av	<i>Allocasuarina verticillata</i>	Drooping Sheoak		5-10 m x 3-7 m	1.2mH
Ec	<i>Eucalyptus camaldulensis</i>	River Red Gum		12-30 x 10-15m	1.2mH
GROUNDCOVERS & GRASSES					
AS1	<i>Arthropodium strictum</i>	Chocolate Lily		0.5 x 0.3m	50mm tube
Asa	<i>Atriplex semibaccata</i>	Creeping Saltbush		0.3 x 1m	50mm tube
Aus	<i>Austrostipa scabra ssp falcata</i>	Rough Spear-grass		0.8 x 0.5m	50mm tube
Ab	<i>Bulbine bulbosa</i>	Bulbine Lily		0.2-0.5 x 0.3m	50mm tube
Cl	<i>Chloris truncata</i>	Windmill Grass		0.2 x 0.3m	50mm tube
Cs	<i>Chryscephalum sempapposum</i>	Clustered Everlasting		0.5-8 x 0.5-1m	50mm tube
Dr	<i>Dianella revoluta</i>	Black Anther Flax Lily		1 x 1-1.5m	50mm tube
Dc	<i>Dichelachne crinita</i>	Long-hair Plume Grass		1 x 0.5m	50mm tube
Kp	<i>Kemedia prostrata</i>	Running Postman		0.1 x 2m	50mm tube
LJ	<i>Lomandra filiformis</i>	Wattle Mat-rush		0.3 x 0.3m	50mm tube
LI	<i>Lomandra longifolia</i>	Spry-headed Mat-rush		1 x 1-1.5m	50mm tube
Pm	<i>Poa maritima</i>	Velvet Tussock Grass		0.3 x 0.4m	50mm tube
Pl	<i>Poa labillardieri</i>	Tussock Grass		0.8 x 0.8m	50mm tube
Ps	<i>Poa sieberiana</i>	Grey Tussock Grass		0.5 x 0.5m	50mm tube
Rr	<i>Rytidosperma racemosum</i>	Striped Wallaby Grass		0.6 x 0.5m	50mm tube
Ti	<i>Themedia triandra</i>	Kangaroo Grass		0.6-1 x 0.5m	50mm tube
Wt	<i>Wahlenbergia stricta</i>	Tall Bluebell		0.4-0.9 x 0.3-0.4m	50mm tube

Revegetation Area = 2,413 sqm
 Number of Proposed New Trees = min. 45 Trees (planted 5-10m apart)
 Number of Proposed New Groundcovers & Grasses = min. 10,000 plants (planted @ 4-6 tubestock per sqm)

*Indigenous plants selected from 'List of Indigenous Plants found in the City of Whittlesea'
 All indigenous plant stock to be of local provenance & sourced from an approved indigenous nursery (refer to Notes for further information)

NOTES

Weed Control
 Refer to the L-MP01 Weed Removal Plan.

Vegetation Buffer
 Screening Landscape Buffer is a minimum 10m wide strip of vegetation to the perimeter of the west boundaries of the properties 67 and 71 Trawalla Avenue.

Rock Bank
 Voids in the existing rock bank are to be infilled with soil and interplanted with groundcovers to minimize pest animal harbour. The soil is to be gently compacted in 150mm layers to minimize setting.

Pest Animal Management
 To further minimise pest animal harbour within the existing rock bank, the current pest management contract for the commercial operations at 67 and 71 Trawalla Avenue shall be extended to include a four time annually inspection of the rocks with a view to trapping and baiting if required for identified pests.

Mulch & Matting
 Mulch is to be applied to the landscape buffer as a layer of 75mm thick wood-based mulch. Where slope exceeds 1:4 / 25% (shown blue), jute matting is to be installed to stabilize the soil.

Plant Stock
 All plant stock must be of local provenance, which includes from middle Merri Creek valley locations and middle catchments of Darebin and Moonee Ponds Creek. Alternative species must be indigenous and must also be appropriate to the design and location. Should a species on the list be unavailable, the contractor is to liaise with the Merri Creek Management Committee to select an alternative that meets the above criteria.

Planting Density
 Planting is to be at a density recommended by revegetation experts such as:
 Groundcovers @ 4-6 tubestock per sqm
 Trees are to be planted 5-10m apart and 'clean trunk' to avoid collection of debris during flood events.

Contractors
 A reputable contractor who has extensive experience in revegetation must be engaged, such as:
 Ecodynamics
 9336 0012, info@ecodynamics.com.au

Maintenance & Establishment Phase
 Refer to the Maintenance Schedule for the proposed timing of the works. If commencement of works is delayed, each phase is to be shifted forward 2 seasons to achieve the same total period.

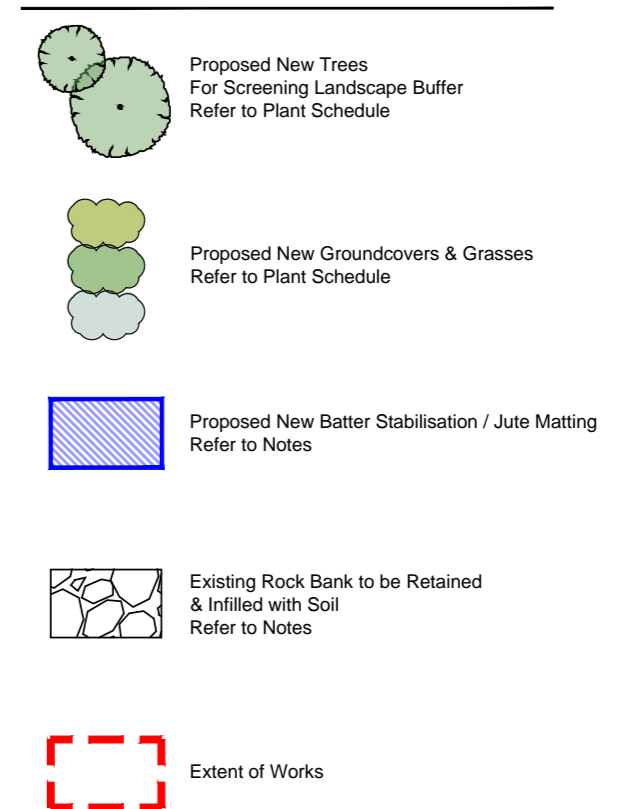
If 80% survival rate isn't achieved at this stage additional investment (e.g. replanting, watering etc) will be needed to be allowed for to achieve this.

Maintenance tasks are to include the following:
 Rubbish Removal
 Remove any items of rubbish found in the planted area
 Tree Stakes
 Check stability of stakes and remove when the trees in approximately 1 year, or when trunk has developed stability
 Prune
 Prune lower branches/ foliage from trees to 1.5m height
 Weed Removal
 Remove weeds using Specific Weed Management Measures defined in Weed Management
 Mulch
 Top up mulch as required until full coverage by underplanting is achieved
 Irrigation regime is to cover the include two summers, and irrigation to support plant establishment, taking into account rainfalls/ drought conditions.

Exclusion of Shrubs from Proposed Plant List
 The proposed landscape buffer sits partially within a 'Land Subject to Inundation Overlay'. This identifies land affected by the 1 in 100 flood or any other land identified by the floodplain management authority. Due to this overlay, proposed trees are to be 'clean trunk' and planted 5-10m apart, and only groundcovers/grasses are proposed as underplanting, so as to not impede overland flow, and minimize collection of debris during flood events.

References
 List of Indigenous Plants found in the City of Whittlesea

LEGEND



MAINTENANCE SCHEDULE

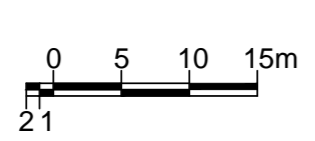
YEAR	SEASON	TASK/ ACTION
2019	Spring	6 month Weed Removal Stage
2020	Autumn (April)	Planting
2020/2021	Summer	Establishment Phase – first inspection*
2021	Autumn (April)	One summer post establishment phase
2021/2022	Summer	Establishment Phase – second inspection*
2022 – 2023	Quarterly visits ending in Spring 2023	On-going maintenance

*If 80% survival rate isn't achieved at this stage additional investment (e.g. replanting, watering etc) will be needed to be allowed for to achieve this



COPYRIGHT
 This drawing must not be copied in whole or in part without the written consent of JOHN PATRICK Pty Ltd.

PLEASE NOTE
 The contractor must verify all dimensions on site before commencing any work or preparing any shop drawings.
 Do not scale off drawings.



REVISION
 A To Melbourne Water Request

DATE 07.08.2019
BY CLIENT BERTOCCHI SMALLGOODS P/L
PROJECT MERRI CREEK INTERFACE
TRAWALLA AVENUE THOMASTOWN, VIC

DRAWING LANDSCAPE BUFFER MASTER PLAN
SCALE 1:500 @A1
DATE AUG 2006
DRAWN MF
CHECKED JP
JOB NO 19-469
DWG NO L-MP02
CAD FILE 19-469 L-MP02

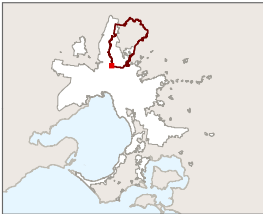
SCALE 1:500 @A1
DATE AUG 2006
DRAWN MF
CHECKED JP
JOB NO 19-469
DWG NO L-MP02
CAD FILE 19-469 L-MP02

JOHN PATRICK
 LANDSCAPE ARCHITECTS PTY LTD
 324 Victoria Street, Richmond, VIC 3121
 T +61 3 9429 4855
 F +61 3 9429 8211
 admin@johnpatrick.com.au
 www.johnpatrick.com.au

WHITTLESEA PLANNING SCHEME - LOCAL PROVISION AMENDMENT C257wsea



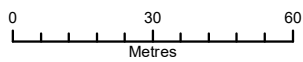
- LEGEND**
- IN1Z - Industrial 1 Zone
 - Local Government Area



Part of Planning Scheme Map 20

Disclaimer
 This publication may be of assistance to you but the State of Victoria and its employees do not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for any error, loss or other consequence which may arise from you relying on any information in this publication.

Planning Group
 Print Date: 18/05/2021
 Amendment Version: 1



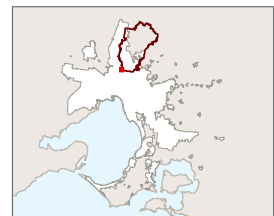
Environment,
 Land, Water
 and Planning

WHITTLESEA PLANNING SCHEME - LOCAL PROVISION AMENDMENT C257wsea



LEGEND

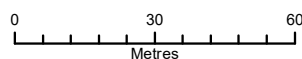
- DCPO3 - Development Contributions Plan Overlay - Schedule 3
- Local Government Area



Part of Planning Scheme Map 20DCPO

Disclaimer
 This publication may be of assistance to you but the State of Victoria and its employees do not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for any error, loss or other consequence which may arise from you relying on any information in this publication.

Planning Group
 Print Date: 2/03/2022
 Amendment Version: 2



Environment,
 Land, Water
 and Planning

5.1.4 Planning Application PLN-38193 - 90 Bodycoats Road, Wollert - Removal of Native Vegetation

Responsible Officer	Director Planning & Development
Author	Principal Growth Areas Planner
In Attendance	Jessica Higgins, Principal Growth Areas Planner

Attachments

1. Locality Maps [5.1.4.1 - 2 pages]
2. Tree Retention Removal Plan [5.1.4.2 - 1 page]
3. Site Context Plan [5.1.4.3 - 1 page]
4. Arborist Report [5.1.4.4 - 22 pages]

Applicant	Whiteman Property and Associates
Council Policy	Clause 12.01-1L River Redgum Protection Policy
Zoning	Urban Growth Zone – Schedule 5 General Residential Zone (applied zone)
Overlay	Development Contributions Plan Overlay – Schedule 16
Particular Provision	Clause 52.17 Native Vegetation
Referral	Landscape Assessment, Rural & Environmental Planning
Objections	The application is exempt from notice, pursuant to Clause 37.07-14 of the Whittlesea Planning Scheme.

Proposal

Council's approval is being sought for the removal of 15 river red gums to support the subdivision of the subject land in accordance with the Wollert Precinct Structure Plan (PSP), which was approved by the Minister for Planning and gazetted via Amendment C187 on 23 February 2017.

There is a mandatory requirement titled R3 within the PSP which requires that:

'Except with the written consent of the Responsible Authority, a minimum of 80 per cent of river red gums classified as Medium, Large, or Very Large...must be retained on each parcel for their landscape and amenity value.'

Due to existing constraints, including the location of a connector road which runs east to west through the middle of the site and is required by the PSP, as well as previously approved subdivisions on adjoining sites, the application for subdivision of the land does not retain 80% of all the trees within the site. The application results in 44%, or 11, of the river red gums subject to R3 within the site being retained (see *Attachment 2*). A proposal which does not retain a minimum of 80% triggers a planning permit for removal of native vegetation under Clause 52.17 of the Whittlesea Planning Scheme.

The applications inability to comply with this requirement has been explored in detail in conjunction with the assessment of the multi-lot subdivision application on the site due to the numerous existing constraints that were required to be designed into the subdivisions layout. Trees proposed for removal within the site are further detailed in the table below:

Tree Number	DBH	Health	Comments
93	105	Dead	Requested for removal to achieve a logical subdivision layout. Stump relocated to open space for habitat purposes
125	65	Fair	Requested for removal to achieve a logical subdivision layout
128	62	Fair	Requested for removal to achieve a logical subdivision layout
136	113	Fair to poor	Required to be removed to allow for construction of required Connector Road
142	67	Fair	Required to be removed to allow for construction of required Connector Road
157	117	Fair to poor	Due to approved road alignments to the south, tree falls within developable land and cannot be appropriately retained
158	112	Fair to poor	Due to approved road alignments to the south, tree falls within developable land and cannot be appropriately retained
161	94	Fair to poor	Required to be removed due to the road alignment approved within adjoining site to the south
162	78	Fair to poor	Due to approved road alignments to the south, tree falls within developable land and cannot be appropriately retained
163	116	Dead	Due to road alignments to the south, tree falls within developable land and cannot be appropriately retained. Stump to be relocated to open space for habitat purposes
166	103	Fair	Required to be removed to allow for construction of required Connector Road
168	76	Fair	Required to be removed to allow for construction of required Connector Road
174	118	Fair	Due to approved road alignment to the north, tree falls within developable land and cannot be appropriately retained
176	100	Fair to poor	Required to be removed due to the road alignment approved within adjoining site to the north
186	104	Dead	To allow for the continuation of the road alignment approved within adjoining site to the south – stump relocated to open space for habitat purposes

Trees not subject to the 80% retention policy (small trees less than 60cm DBH) are exempt from requiring a planning permit for removal, pursuant to Clause 52.17 of the Whittlesea Planning Scheme, and are not considered in this assessment.

Brief Overview

The application is for the removal of 15 river red gums of fair to poor health, including three dead trees, to facilitate a multi-lot residential subdivision of the site in accordance with the approved Wollert Precinct Structure Plan (PSP).

12 of these trees are proposed to be removed due to the trees being within existing road alignments required within the PSP or approved by existing multi-lot residential subdivision Permits on adjoining sites.

The application cannot be determined under delegation as the proposal includes the removal of two or more river red gum trees that have a trunk diameter of 50 centimetres or more at 1.3 metres above ground level.

Recommendation

THAT Council approve Planning Application No 38193 and issue a Permit for the removal of native vegetation (15 scattered trees), in accordance with the endorsed plans as the trees are unable to be retained due to connector roads required by the approved Wollert Precinct Structure Plan, as well as previous issued Permits. The proposed tree removal is therefore unavoidable in order for the land to be able to be developed generally in accordance with the PSP and removal is to be offset under the State applied Melbourne Strategic Assessment levy. Council approval is subject to the following conditions:

- 1. No native vegetation may be removed until the first stage of the subdivision approved under any future planning permit for the subject land is certified.**
- 2. No vegetation or tree shown for retention on the endorsed plans is to be removed, lopped, pruned or destroyed without the further written consent and approval of the Responsible Authority. Unless otherwise agreed in writing by the Responsible Authority, any request for such consent must be accompanied by the report of a suitably qualified and experienced arborist to assist the Responsible Authority in determining whether to give written consent.**
- 3. Tree removal as permitted by this Permit must be undertaken in accordance with the following:**
 - a. Each tree nominated for removal shall be suitably marked prior to its removal and an inspection arranged with an appropriate Council Officer to verify that the marked tree(s) accords with the permit and/or endorsed plans;**
 - b. Prior to removal, the tree to be removed shall be inspected by an appropriately qualified and experienced zoologist to determine the presence of any native animals living or nesting in the tree. Should any native animals be detected they must be caught and relocated to a site deemed appropriate by the zoologist;**

- c. Tree removal is to be undertaken in a safe manner;
 - d. All services either above or below ground are to be located prior to the commencement of any works;
 - e. Stumps and any surface roots are to be ground down below ground level. Ground and chipped material to a depth of 50mm is to be removed from site at the direction of the project manager. The project manager must supply and place suitable topsoil and seed the area making certain that the reinstated ground surface is level, even and safe;
 - f. Stumps shall be removed within 14 days of removal of the tree. All stumps not removed immediately after removal of the tree are to be paint marked with a suitable bright yellow reflective marking paint;
 - g. After a tree has been felled, the tree must be protected from firewood harvesting via temporary fencing and signage to the satisfaction of Council until such time as the tree has been relocated for habitat or mulched;
 - h. All timber greater than 300mm in diameter that cannot be reused as habitat, furniture or another use determined appropriate by the responsible authority shall be hammer milled and shredded for reuse as mulch within the site; and
 - i. All timber less than 300mm in diameter and branch/leaf material shall be shredded for reuse as mulch within the subject site.
4. This permit will expire if:
- a. The approved tree removal does not start within two (2) years of the date of this permit; or
 - b. The approved tree removal is not completed within six (6) months of commencement.

The responsible authority may extend the periods referred to above if a request is made in writing. This request must be made before or within 6 months after the permit expiry date where the development has not yet started, and within 12 months after the permit expiry date where the development allowed by the permit has lawfully started before the permit expires.

NOTES

Melbourne Strategic Assessment levy area

In accordance with the Melbourne Strategic Assessment (Environment Mitigation Levy) Act 2020, levy liabilities for the removal of native vegetation in growth areas are payable after the issue of statement of compliance. Future subdivision of the subject land will therefore trigger the levy liability to compensate the loss of native vegetation allowed by this permit. The liabilities will be considered satisfied upon payment of the levy assessment notice and receipt of the appropriate MSA certificate as issued by the Department of Environment, Land, Water and Planning.

Site and Surrounding Area

The site is located on the eastern side of Bodycoats Road, approximately 850 metres north of its intersection with Boundary Road and has a total area of 8.169 hectares (see *Attachments 1 and 3*). The site is rectangular in shape, with a frontage of 202.38 metres, a depth of 402.90 metres and a rear boundary with a width of 202.63 metres.

The site is relatively flat and features an existing single storey residential dwelling, outbuildings and dams, a large man-made mound in the centre of the site and a significant number of scattered trees, including 33 River Red Gums.

The site is bound by private properties to the north (120 Bodycoats Road), east (39 and 41 Andrews Road) and south (80 Bodycoats Road).

The site and surrounding area all forms part of the Wollert PSP area approved by the Minister for Planning via Amendment C187 on 23 February 2017 and is identified for residential use. While currently rural land, the area is rapidly developing in line with the PSP. The sites to the north and south of the subject site have approved Planning Permits for residential multi-lot subdivisions and the site directly to the east at 39 Andrews Road currently has a live Planning application for a residential multi-lot subdivision.

Restrictions and Easements

The subject land is formally known as Lot 3 on Plan of Subdivision 127705 and includes a 6.04 metre wide easement for the purpose of drainage and sewerage.

There are no restrictions on title which would preclude Council from determining this application.

Public Notification

The application is not subject to advertising as it is exempt pursuant to Clause 37.07-13 of the Whittlesea Planning Scheme, noting it is considered that the application is 'generally in accordance' with the PSP.

Community Consultation and Engagement

The application was not advertised to the community due to being exempt from any external notification and referrals pursuant to Clause 37.07-13 and the provisions of Clause 66.01 of the Whittlesea Planning Scheme.

The proposal has been extensively discussed and reviewed by internal stakeholders. Council's Landscape Assessment and Environmental Planning teams have both reviewed the proposal as part of their assessment of the multi-lot subdivision application on the site (Planning Application No. 36856). The application originally proposed the removal of 16 river red gums on site. Following Council's review and a site inspection, the applicant was

requested to redesign the subdivision layout to ensure that Tree No. 180 could be retained. The tree was identified by Council's Arborist as being the most significant tree on site, with high visual character. The subdivision was subsequently revised to ensure its retention, and an amended proposal for the removal of 15 scattered trees. The relocation of dead trees into open space was supported by both departments, who identified the benefits of stumps within open space areas as habitat. In addition, numerous small river red gums were identified which are within open space which will be provided within the site and therefore are sought to be retained.

Both departments are supportive of the application, subject to the above changes and relevant conditions being included on any permit issued.

Assessment Against the Whittlesea Planning Scheme

Clause 12.01-1L - River Red Gum protection

The objective of the policy is:

To retain and provide for the long-term viability of River Red Gums.

It is considered the proposal is consistent with the policy. While the proposal results in the removal of 15 river red gums from the site, 11 river red gums are retained within the site and the reserves and parks they are to be retained within will maximise their protection. Three dead trees within the site are to be removed and will be relocated and retained within open space, which provides habitat for local fauna.

In addition to this, groups of trees are predominantly retained in a single area and small river red gums within these areas can also be explored for retention, subject to detailed design as part of any multi lot subdivision Permit to issue on the subject site. This results in the potential retention of approximately 19 additional river red gums in public open space as identified in the submitted Arborist Report (see *Attachment 4*). The small river red gums support the long-term viability of river red gum retention within the future urban fabric and will contribute to regeneration within the site, adding to the sense of place that is afforded by their preservation. Small river red gums which may be able to be retained in open space are identified in Attachment 2.

Clause 52.17 - Native Vegetation

Pursuant to Clause 52.17 of the Whittlesea Planning Scheme, planning approval is required to remove, destroy or lop native vegetation, including dead vegetation, on land that together with all contiguous land in one ownership, has an area greater than 0.4 hectares.

This does not apply:

- *If the table to Clause 52.17-7 specifically states that a permit is not required.*
- *To the removal, destruction or lopping of native vegetation specified in the schedule to this clause.*
- *To an area specified in the schedule to this clause.*

The schedule to the clause, identifies that:

All native vegetation shown on Plan 7b in the incorporated Wollert Precinct Structure Plan, December 2016 where the removal, destruction or lopping which is required for any development that is subject to and carried out in accordance with the following approval made pursuant to section 146B of the Environment Protection and Biodiversity Conservation Act 1999 (Cth):

- *‘Final approval for urban development in three growth corridors under the Melbourne urban growth program strategic assessment, 5 September 2013’.*

This does not apply to:

- *Native vegetation or scattered trees identified as ‘to be retained’ on Plan 7b in the incorporated Wollert Precinct Structure Plan, December 2016.*
- *Trees shown as ‘tree subject to 80% retention policy’ on Plan 7b in the incorporated Wollert Precinct Structure Plan, December 2016 where the removal, destruction or lopping does not comply with R3 in the incorporated Wollert Precinct Structure Plan, December 2016.*

As previously noted, the Wollert PSP seeks to retain a minimum of 80% of river red gums identified as being subject to the policy on Plan 7b of the PSP, or as identified by a site-specific arborist report. Plan 7b in the PSP identifies 33 trees within the subject site as trees subject to the 80% retention policy. It is however noted that the arborist report (see *Attachment 4*) identifies only 28 trees as subject to R3 of the PSP due to eight trees identified in Plan 7.b. being ‘small trees’ or not a river red gum. In addition, the arborist report identifies two trees which were not identified on Plan 7.b. but are subject to the 80% retention policy (trees 125 and 128). It is noted there is one tree which has previously been approved for removal to facilitate the widening of Bodycoats Road (tree 19). Therefore, a total of 26 trees subject to R3 are considered for the purposes of the calculations within this report.

Council officers have considered the extent of tree removal in the context of the decision guidelines of Clause 52.17 which requires the Council to have regard to the following three step approach in accordance with the *Guidelines for the removal, destruction or lopping of native vegetation* (Department of Environment, Land, Water and Planning, 2017):

1. *Avoid the removal, destruction or lopping of native vegetation.*
2. *Minimise impacts from the removal, destruction or lopping of native vegetation that cannot be avoided.*
3. *Provide an offset to compensate for the biodiversity impact if a permit is granted to remove, destroy or lop native vegetation.*

To manage the removal, destruction or lopping of native vegetation to minimise land and water degradation.

It is considered that the applicant has sought to avoid removal where possible and this has been demonstrated by their efforts to retain Tree No. 180 within the subdivision layout. The removal of the 15 river red gums is required due to existing road connections approved on adjoining sites, as well as to facilitate the connector road in accordance with the requirements of the PSP. The connector road is a key infrastructure item and as such the removal of the trees that fall within its path is unable to be entirely avoided.

The retention of the 11 river red gums on site has been maximised through:

- Providing ample space within tree reserves to ensure they are protected and enhanced within the ultimate built environment.
- Retaining dead tree stumps in open space for habitat.
- Retaining groups of trees together where possible to maximise their visual amenity and value.
- Seeking retention of small river red gums which do not contribute to the 80% retention rate calculations but are within open space and parks and therefore may be retained.

Finally, their removal can be appropriately offset. In accordance with the *Melbourne Strategic Assessment (Environmental Mitigation Levy) Act 2020*, the issue of a Statement of Compliance for a plan of subdivision (i.e., subdivision), will trigger the payment of the levy (offset) on this land to the Department of Environment, Land, Water and Planning (DELWP). The levy is calculated per scattered tree within the developable land, and therefore, the future subdivision of the land will facilitate the offset of the vegetation removal considered under this Permit. As such, it is considered there is no 'net loss' to biodiversity as a result of the proposed tree removal in accordance with the purpose of Clause 52.17. The levy per scattered tree is \$18,999 (as of July 2021) and the levy revenue is identified by DELWP to be used for conservation purposes, including the protection and management of Biodiversity Conservation Strategy (BCS) areas, of which there are eight which fall within, or partly within, the City of Whittlesea. In addition, the levy is nominated to be used for the creation and management of the proposed 1200-hectare Grassy Eucalypt Woodland Reserve which traverses Mernda, Wollert and Woodstock.

Declaration of Conflict of Interest

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.

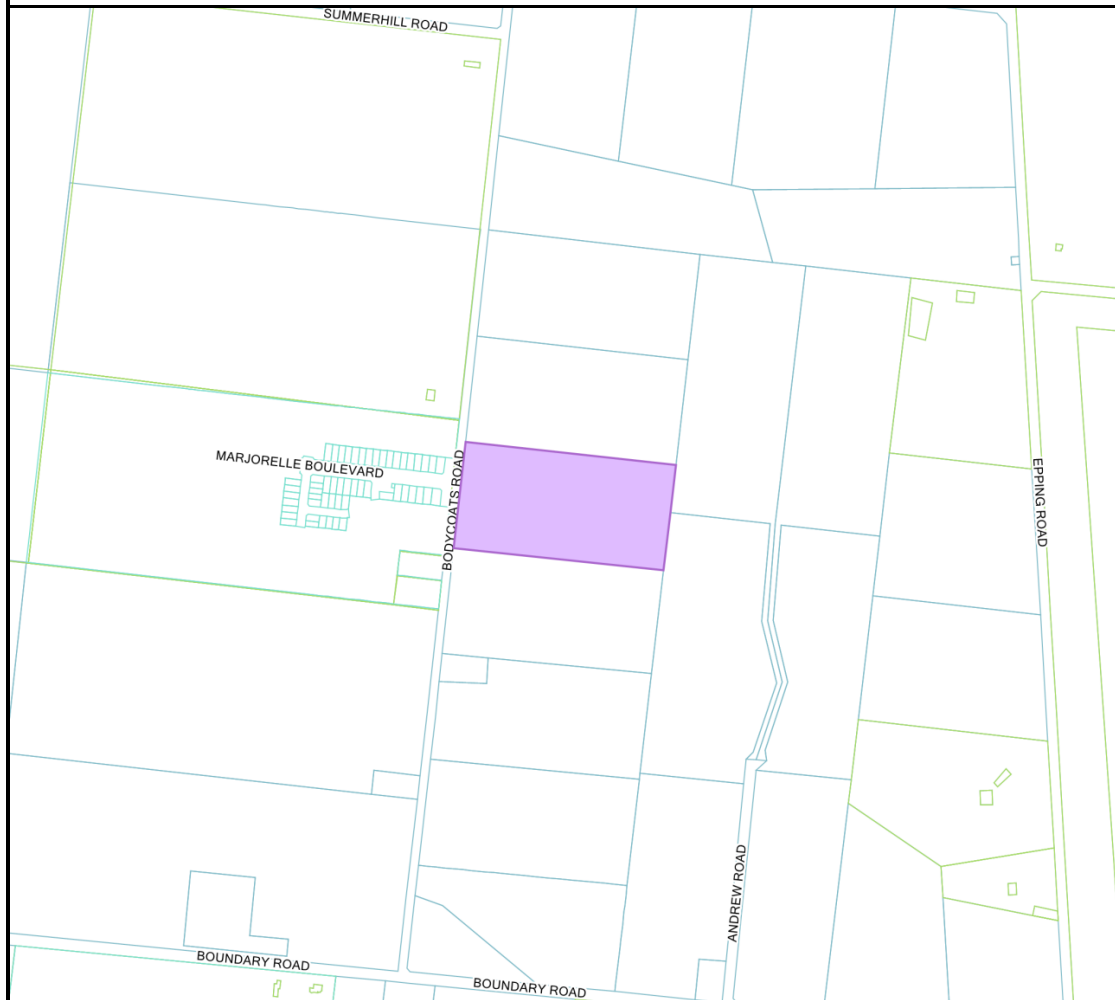
The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

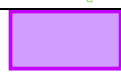
Conclusion

It is considered that the removal of the 15 river red gums is in accordance with the relevant provisions of the Whittlesea Planning Scheme. The removal has been approved by relevant internal stakeholders and is required in order to facilitate the development of the land in accordance with the Wollert PSP and existing planning approvals.

Accordingly, it is recommended that the application for the removal of native vegetation be supported subject to the conditions within this report.

PLANNING APPLICATION NO. PLN-38193



 **Subject Land**



**City of
Whittlesea**

BUILDING & PLANNING REPORT

PLANNING APPLICATION NO. PLN-38193



 Subject Land



BUILDING & PLANNING REPORT



UD103
Tree Removal Plan
 Scale 1 : 1000 @A1

CLIENT
 Wollert Springs Pty Ltd

PROJECT
 90 Bodycoats

ADDRESS
 90 Bodycoats Rd, Wollert

STATUS
 RFI Resubmission

DATE
 31/1/21

VERSION
 7.5

MODAN
 M | 0400642347 E | a.broadhurst@modan.com.au

Arboricultural Assessment & Report
90 Bodycoats Road, Wollert
September 2020

Appendix 3

- TPZ - City of Whittlesea method
- SRZ - AS4970



TREEMAP
ARBORICULTURE



Arboricultural Assessment & Report
90 Bodycoats Road, Wollert

Treemap Arboriculture
PO Box 465, Heidelberg VIC 3084
ABN 20 325 463 261
www.treemap.com.au

September 2020

Prepared for:
Wollert Springs Pty Ltd



1 Name and address of consultant

Dean Simonsen, Treemap Arboriculture
PO Box 465, Heidelberg, Victoria 3084

2 Instructions

- 2.1 The instructions provided to Treemap Arboriculture on 10/09/20 by Wollert Springs Pty Ltd were to provide an Arboricultural assessment and report on trees located on or near to the subject site, the subject site being 90 Bodycoats Road, Wollert.

3 Introduction

- 3.1 The owners of the subject site are undertaking investigations to develop the property. As part of the design and application process, the owners are undertaking a review of the vegetation located on or near the site. This report examines the arboricultural matters associated with this vegetation.
- 3.2 Some of the trees to be examined are identified, or previously examined trees that are identified in the Wollert Precinct Structure Plan, which was prepared by the City of Whittlesea and the Metropolitan Planning Authority (April 2015). The specific tree identification numbers in previous reports (that supported the Wollert Precinct Structure Plan) are provided in this report (Appendix 1).
- 3.3 Additional trees have been examined and assessed in this report, which are not identified in the Wollert PSP or other reports.
- 3.4 Under AS4970-2009 (Australian Standard – Protection of trees on development sites), the following report would be defined as a ‘Preliminary assessment and arboricultural report’. The standard indicates that *“This information is to be used by planners, architects and designers, in conjunction with any planning controls and other legislation, to develop the design layout in such a way that trees selected for retention are provided with enough space.”*

4 Key Objectives

- 4.1 To undertake a general assessment of trees located on or near the subject site.
- 4.2 To provide an assessment of the subject trees with respect to their overall condition, structure, safety and suitability for preservation.
- 4.3 To provide recommendations on the suitability of the trees for removal or retention, and provide approved methods of tree protection if retention is recommended.

5 Method

- 5.1 Site and tree inspections were conducted on Wednesday 23rd September, 2020.
- 5.2 The tree assessment consisted of a visual inspection, which was undertaken with regard to modern arboricultural principles and practices. The assessment did not involve a detailed examination of below ground or internal tree parts. The assessment was undertaken from the

ground to determine species type and condition. Measurements were taken to establish trunk and crown dimensions. No tree samples or site soil samples were taken unless specified. Trunk diameters for trees on adjoining properties may be estimated due to site access limitations.

- 5.3 The trees have been allocated a retention value rating which combines tree condition factors with functional and aesthetic characteristics in the context of an urban landscape. The retention or preservation of trees may not depend solely on arboricultural considerations; therefore, the ratings may act as a guide to assist in decisions relating to tree management and retention.
- 5.4 A feature survey plan was provided by the client for analysis (Existing Conditions Plan prepared by Hellier Mcfarland, Ref: 12435S/1, Version A and dated 13/12/18). The assessed trees have been numbered on this plan (Appendix 3) and Tree Protection Zone distances are provided for specific trees.

6 Observations

- 6.1 The site under review presented as a rural allotment (measuring approximately 8.16 hectares). The site adjoins similar rural allotments to the north, south and east. Bodycoats Road frontage is located to the west.
- 6.2 One hundred and eighty-six (186) trees were examined as part of the site review. This included 33 trees identified in previous reports (that supported the Wollert Precinct Structure Plan). There are 5 neighbouring trees included in the assessment. The detail of each individual tree assessment is provided in table format at Appendix 1. Tree numbers within the assessment table correspond to those provided on the feature survey plan (Appendix 3).



6.3 The following table indicates the variety of tree species examined on the site (where more than 1 tree of that species was recorded). This group of species accounts for 96% of the trees recorded on the site with nearly 82% of tree being River Red Gums.

Species	No. of trees	Comment
<i>Eucalyptus camaldulensis</i>	152	Remnant and planted indigenous trees
<i>Pinus radiata</i>	10	Planted exotic environmental weed species
<i>Eucalyptus botryoides</i>	5	Planted Victorian native species along front boundary
<i>Cupressus macrocarpa</i>	4	Exotic conifer specie towards front boundary
<i>Crataegus monogyna</i>	3	Exotic environmental weed species
<i>Eucalyptus globulus</i>	3	Planted Victorian native species scattered
<i>Eucalyptus robusta</i>	2	Planted Australian native

6.3.1 A large proportion of the 152 recorded *Eucalyptus camaldulensis* are planted specimens and they are mostly located in the western third of the property.

6.4 A single photograph has been taken of each tree identified in the Wollert Precinct Structure Plan and provided to the client electronically (for reference). An example of the tree photograph is provided below.



Tree 137 – PSP 538

- 6.5 The property is not influenced by any specific local vegetation controls. However, the development of the site is governed by City of Whittlesea Urban Growth Zone (UGZ) and Schedule 5 to the Urban Growth Zone (UGZ5). This is based on a planning property report for the site being obtained from www.dtpli.vic.gov.au/planning on 23/09/20. Under the schedule to UGZ, there are tree protection matters to be considered:

At 3.1 (Subdivision – Residential development) it states;

In addition to the requirements of Clause 56.01-2, a subdivision design response for a residential subdivision must include

- *An arboricultural report identifying all trees on the site and a tree retention plan identifying how the application responds to Plan 4 – Image and Character and any tree protection requirements and guidelines within the Wollert Precinct Structure Plan, December 2016;*

At 4.0 (Conditions and requirements for permits) and 4.1 (Requirement – Tree Protection) it states;

The conditions set out in Appendix 4.4 of the Wollert Precinct Structure Plan, December 2016 will apply to planning permits on land where indigenous trees are present in the permit area.

There are also conditions at 4.8 (Conditions – Biodiversity and threatened species) that relate to tree protection.

- 6.6 Trees that are native to Victoria are also likely to be influenced by Clause 52.17 (Native vegetation) of the planning scheme because the land containing the trees is greater than 0.4ha. This clause has specific obligations and requirements relating to indigenous trees, but there are also exemptions that apply under this clause. In particular, planted native vegetation is exempt from any requirements under this clause.
- 6.7 Native vegetation is defined as ‘*Plants that are indigenous to Victoria, including trees, shrubs, herbs, and grasses*’ under the Definitions of the State Planning provisions – Clause 72.
- 6.8 Under the schedule to Clause 52.17 - Description of native vegetation for which no permit is required to remove, destroy or lop, the table refers to Land shown as UGZ5 on planning scheme maps and states:

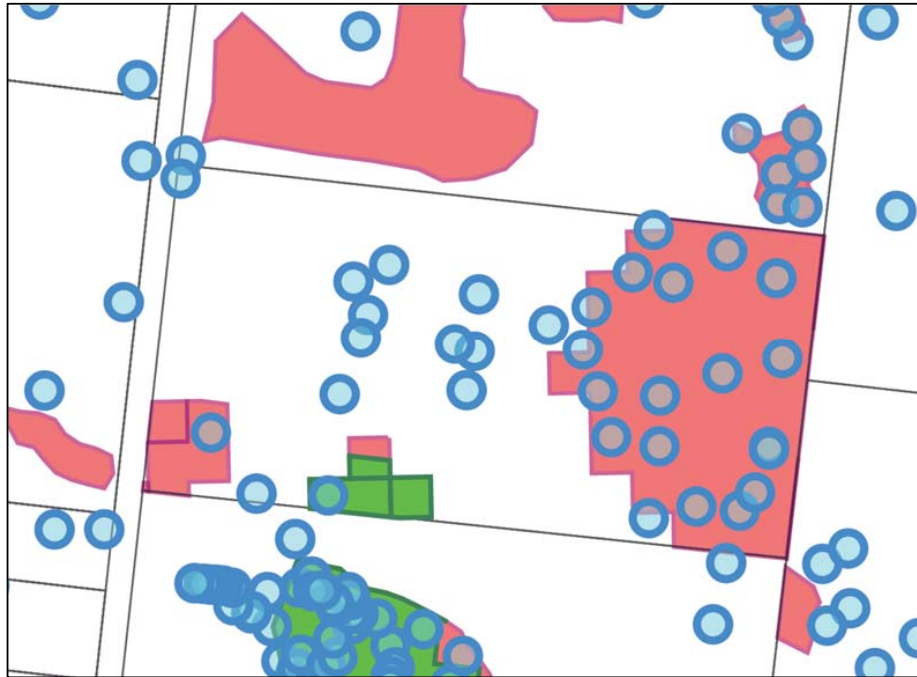
All native vegetation (where) the removal, destruction or lopping of which is required for any development that is subject to and carried out in accordance with the following approval made pursuant to section 146B of the Environment Protection and Biodiversity Conservation Act 1999 (Cth):

- *‘Final approval for urban development in three growth corridors under the Melbourne urban growth program strategic assessment, 5 September 2013’.*

This does not apply to:

- *Native vegetation or scattered trees identified as ‘to be retained’ on Plan 7b in the incorporated Wollert Precinct Structure Plan, June 2017.*
- *Trees shown as ‘tree subject to 80% retention policy’ on Plan 7b in the incorporated Wollert Precinct Structure Plan, June 2017 where the removal, destruction or lopping does not comply with R3 in the incorporated Wollert Precinct Structure Plan, June 2017.*

Section of Plan 7b from Wollert Precinct Structure Plan



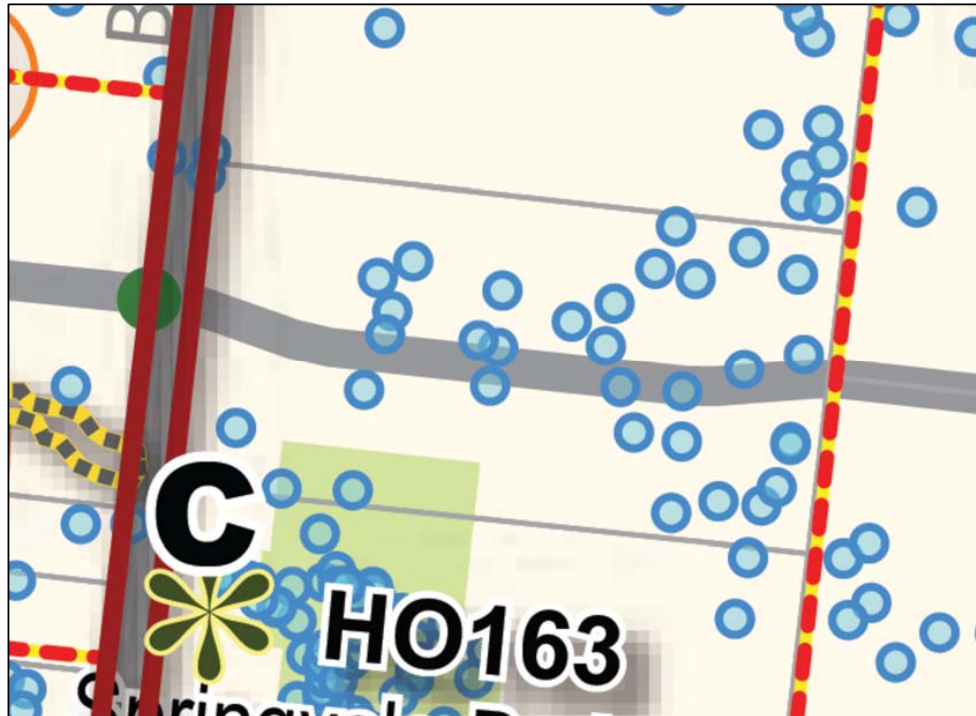
- 6.9 Requirement 3 in the incorporated Wollert Precinct Structure Plan, June 2017 states;

Except with the written consent of the responsible authority, a minimum of 80 per cent of river red gums classified as Medium, Large, or Very Large (per DSE publication 'Guide for Assessment of Referred Planning Permit Applications') must be retained on each parcel for their landscape and amenity value. The retention of trees on Plan 7b shown as 'tree to be retained' and 'tree subject to 80% retention policy' will contribute to the attainment of this requirement. Where multiple contiguous parcels are owned or controlled by a single entity and planned to be developed in an integrated manner, this requirement may be applied and met across those contiguous parcels.

Note: trees shown as 'tree to be removed' on Plan7b are excluded from the total number of trees used to determine tree retention calculations by parcel. However, where voluntarily retained, these trees will contribute to retention percentage.

- 6.10 There are also exemptions provided under Clause 52.12 of the Victoria Planning Provisions (Bushfire Protection: Exemptions) in relation to any vegetation controls. Trees that are situated within 10m of an existing dwelling used for accommodation and within 4m of a property boundary may be exempt from any permit requirements relating to vegetation removal.

- 6.11 Plan 4 – Image and Character within the Wollert Precinct Structure Plan, December 2016 indicates a road passing centrally through the site, which may influence 9 trees identified in the Wollert Precinct Structure Plan.



- 6.12 The site is located in the Victorian Volcanic Plain Bioregion and Naturekit (DELWP) identifies the main Ecological Vegetation Class (EVC) for the site as Plains Grassy Woodland (EVC 55) with a benchmark (DBH) for a Large Old Tree (LOT) of 80cm. The following definitions for each size class are determined from DSE publication 'Guide for Assessment of Referred Planning Permit Applications. (Appendix 1 – column Size Class indicates the class of each indigenous tree):

- 6.12.1 Very Large Old Trees (VLOT) (DBH $\geq 1.5 \times$ benchmark large tree diameter, i.e. ≥ 120 cm);
- 6.12.2 Large Old Trees (LOT) (DBH = benchmark of 80cm);
- 6.12.3 Medium Old Trees (MOT) (DBH from $\geq 0.75 \times$ benchmark large tree diameter up to benchmark large tree diameter, i.e. between 60 and 80cm); and,
- 6.12.4 Small Trees (ST) (DBH $< 0.75 \times$ benchmark large tree diameter, i.e. < 60 cm);

Summary of trees on subject site

VLOT	3
LOT	20
MOT	5
ST	121

- 6.13 The 181 trees on the site examined in this report includes the following 32 indigenous *Eucalyptus camaldulensis* (River Red Gum) and 1 *Eucalyptus melliodora* (Yellow Box) that have been included in previous reports (that supported the Wollert Precinct Structure Plan). Tree numbers are provided for the 33 trees followed by bracketed PSP number.

- 19 (1292), 65 (539), 72 (536), 93 (1291), 99 (1290), 107 (1289), 136 (537), 137 (538), 138 (540), 142 (541), 143 (542), 144 (543), 145 (544), 147 (545), 157 (556), 158 (555), 161 (554), 162 (552), 163 (553), 164 (1301), 166 (1300), 168 (1299), 169 (1298), 173 (1297), 174 (1296), 175 (1294), 176 (1295), 179 (546), 180 (547), 182 (548), 184 (551), 185 (550), 186 (549)
- 6.14 The following 3 trees were identified as dead trees or stumps. These trees have no arboricultural retention value, but they could be used for habitat; either in situ or relocated to protection areas. The report recommendation for each of these dead trees is 'Remove'.
- 6.14.1 Two trees are dead stumps – Tree 93 (1291) & 163 (553) less than 3m tall.
- 6.14.2 One further tree is dead – Tree 186 (549)
- 6.15 Two PSP trees are recommended for removal because of poor health and or defective structure.
- Tree 147 (545) & 184 (551)

7 Discussion

The Australian Standard (AS4970-2009) – 'Protection of trees on development sites' puts forward a process for undertaking tree inspections and reports on property where development is being considered. It recommends a preliminary assessment to help guide planners and property owners with regard to the preservation of existing trees; that is trees that might contribute to the completed proposal. The standard points out that the preliminary report 'information is to be used by planners, architects and designers, in conjunction with any planning controls and other legislation, to develop the design layout in such a way that trees selected for retention are provided with enough space'.

These assessments generally reveal a range of trees with differing attributes for health, structure and overall value. Some trees may be considered insignificant for their size, age, species type or condition, but they might still be considered for retention because they are situated conveniently on the site. Conversely, some trees may be exceptional for various reasons but there may be no scope for their retention because of their location and other site constraints. An objective of the tree assessment is to determine trees that may be preferable, in terms of preservation, and to identify poor or insignificant trees that may be easily replaced or replaced with better species.

The arboricultural reporting requirements and associated application requirements are somewhat challenging for the site because of the various influences and inaccuracies of background PSP documentation. Schedule 5 to the Urban Growth Zone (UGZ6) requires 'An arboricultural report identifying all trees on the site and a tree retention plan identifying how the application responds to Plan 4 – Image and Character and any tree protection requirements and guidelines within the Wollert Precinct Structure Plan, December 2016.

Of the 33 PSP trees identified on the site, there are 3 PSP trees identified to be retained in the south west corner.

Of the 33 PSP trees identified on the site, there are 7 PSP trees that are classified as 'Small Trees' determined from DSE publication 'Guide for Assessment of Referred Planning Permit Applications'. The inclusion of these Small Trees directly contradicts the direction of Requirement 3 in the Wollert Precinct Structure Plan relating to the 80% retention policy, because only river red gums classified as Medium, Large, or Very Large are considered. There

are 2 trees not identified in the PSP that meet the size classification of a 'Medium' tree and they are not indicated on Plan 7b of the Wollert PSP (Tree 125 & 128).

In addition to this, Plan 4 – Image and Character within the Wollert Precinct Structure Plan, indicates a road passing centrally through the site, which potentially requires 9 trees identified in the Wollert Precinct Structure Plan to be removed. This effectively equates to 33% of the PSP trees on the site, and raises significant challenges in respect to achieving the 80% retention policy.

This report overrides the PSP and supporting documents with regard to the number of trees to be considered in any design response, specifically with regard to the 80% retention policy of River Red Gums classified as Medium, Large, or Very Large (detailed at Requirement 3 of the PSP). There are 28 trees that meet these size classifications on the site and 3 of these trees are dead. A further 6 trees exhibited poor health or structure and are predicted to have short life expectancies.

The PSP appears squarely focused on *Eucalyptus camaldulensis* (River Red Gum), but Plan 7b (Native Vegetation Retain/Remove) of the PSP identifies 1 tree (Tree 143 - *Eucalyptus melliodora*) subject to the to 80% retention policy that is not *Eucalyptus camaldulensis* (River Red Gum). There is no guidance provided in the Wollert PSP regarding the implications of removing identified trees when the species is not River Red Gum. There is no guidance on how this tree would be addressed in relation to the 80% retention policy.

The obligations with regard to protecting the trees are fairly specific under the Wollert PSP and they are detailed below and also attached as Appendix 4 of this report.

7.1 Tree protection zones on construction sites

The level of encroachment and the impact to specific trees can be estimated by comparing standard or modified tree protection clearances with those clearances provided to trees in the design. The overall impact on any given tree will be based on the severity of encroachment into the respective tree protection zones. The degree of root activity in the tree protection zone can vary significantly (because of existing structures or soil conditions), which can result in more or less severe impacts to trees. It is often difficult to accurately determine the level of root activity in these zones and root investigations are generally impractical. The alternative to undertaking root investigations is to assign appropriate tree protection zones.

Appendix 4.4 of the Wollert Precinct Structure Plan, December 2016 sets out the conditions and requirements for protection of retained trees (Scattered Tree Retention in the City of Whittlesea).

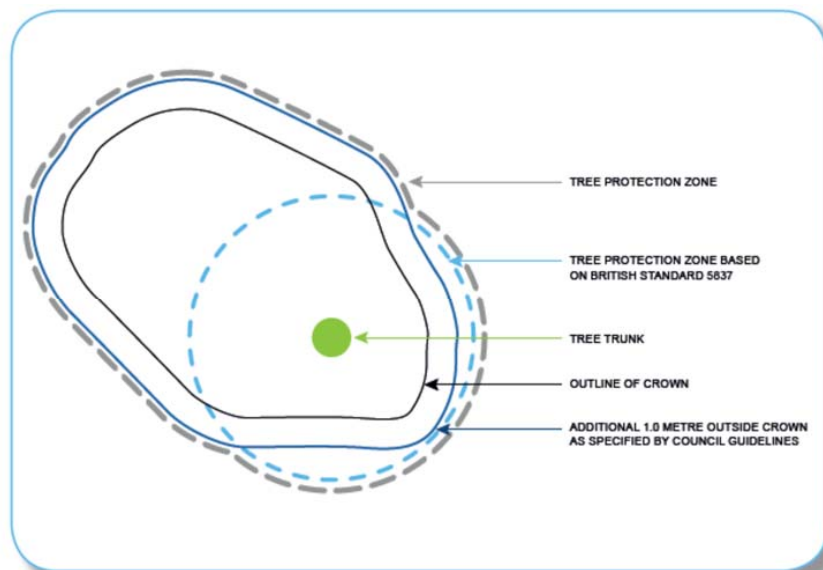
The section of this document relating to tree protection is attached as Appendix 4 to this report.

The conditions within this document relate to the following aspects of tree protection.

- Tree Protection Zones
- Works Within Tree Protection Zones
- Documentation of Works Within Tree Protection Zones
- Tree Protection Zone Fencing
- Enhanced Growing Environment Within Tree Protection Zones
- Tree Protection Zone Induction
- Construction Personnel Must Be Advised
- Tree Protection Bond
- Hazard Reduction Pruning
- Tree Removal

The Tree Protection Zones for all trees have been calculated in accordance with the City of Whittlesea Tree Protection Zone method, which is calculated on the basis of half the height of the tree, or the canopy width, but whichever is greater. The radial TPZ distance is provided for each tree at Appendix 1 (CofW TPZ).

In addition to the method of providing clearance equalling half the height of the tree, or the canopy width (whichever is greater), the City of Whittlesea Tree Protection Zone method requires an additional 1m of clearance beyond the edge of the canopy dripline. The canopy footprint of trees proposed for retention will require this additional clearance indicated on submitted plans (as illustrated below). It is noted that the majority of PSP trees have had the outline of the canopy provided on the survey, so it will be relatively simple to buffer these outlines by an additional metre.



From Appendix 4.4 - Scattered Tree Retention in the City of Whittlesea - Wollert Precinct Structure Plan, December 2016

The protection of retained trees is usually a relatively straightforward process on larger subdivisions, because the trees are usually retained in areas with extensive clearance space, with limited or no development activity near them.

8 Recommendations

- 8.1 The development of the site is governed by City of Whittlesea Urban Growth Zone (UGZ) and Schedule 5 to the Urban Growth Zone (UGZ5). The conditions and requirements relating to trees are also further detailed in Appendix 4.4 of the Wollert Precinct Structure Plan, December 2016 (Appendix 4).
- 8.2 Schedule 5 to the Urban Growth Zone (UGZ5) requires 'An arboricultural report identifying all trees on the site and a tree retention plan identifying how the application responds to Plan 4 – Image and Character of the PSP.

- 8.3 Requirement 3 in the Wollert Precinct Structure Plan relating to the 80% retention policy, considers river red gums classified as Medium, Large, or Very Large. The trees have been assigned to a size class category based on the Plains Grassy Woodland (EVC 55) benchmark (DBH) for a Large Old Tree (LOT), which is 80cm:

Summary of trees on site

VLOT	3
LOT	20
MOT	5
ST	121

- 8.3.1 There are 2 trees not identified in the PSP that meet the size classification of a 'Medium' tree that are not indicated on Plan 7b of the Wollert PSP (Tree 125 & 128). These trees would need to be considered at the direction of Requirement 3 in the Wollert Precinct Structure Plan.
- 8.3.2 Of the 33 PSP trees identified on the site in the Wollert PSP, the following 7 PSP trees are classified as 'Small Trees'. The inclusion of these Small Trees directly contradicts the directions of Requirement 3 in the Wollert Precinct Structure Plan relating to the 80% retention policy and the status of these trees may need clarification from council.
- 144 (543), 145 (544), 147 (545), 164 (1301), 179 (546), 182 (548), 184 (551)
- 8.3.3 Of the 33 PSP trees identified on the site, there are 3 PSP trees identified to be retained in the south west corner. Tree 93 (1291), 99 (1290) & 107 (1289) are present at this location.
- 8.3.4 The following 3 trees were identified as dead trees or stumps. These trees have no arboricultural retention value, but they could be used for habitat; either in situ or relocated to protection areas. The report recommendation for each of these dead trees is 'Remove'.
- 8.3.4.1 Two trees are dead stumps – Tree 93 (1291) & 163 (553) less than 3m tall.
- 8.3.4.2 One further tree is dead – Tree 186 (549)
- 8.3.5 Plan 4 – Image and Character within the Wollert Precinct Structure Plan, indicates a road passing centrally through the site, which potentially requires 9 trees identified in the Wollert Precinct Structure Plan to be removed. This is effectively 33% of the PSP trees on the site and raises significant challenges in respect to the 80% retention policy. The treatment of these trees under the 80% retention policy needs verification.
- 8.4 Plan 7b (Native Vegetation Retain/Remove) of the PSP identifies 1 tree (Tree 143 - *Eucalyptus melliodora*) subject to the 80% retention policy that is not *Eucalyptus camaldulensis* (River Red Gum). There is no guidance provided in the Wollert PSP regarding the implications of removing identified trees when the species is not River Red Gum. There is no guidance on how this tree would be addressed in relation to the 80% retention policy, which requires further advice.
- 8.5 There are 116 small *Eucalyptus camaldulensis* (River Red Gum) scattered across the site, which most appear to have been planted. There are 102 trees amongst them that exhibited reasonable condition and they could be considered for retention where it is convenient to do so.

- 8.6 There were a small number of exotic trees and non-indigenous trees examined across the site as part of the assessment. These trees were ordinary and unremarkable and removal is broadly recommended.
- 8.7 The following 5 neighbouring trees and their tree protection zone requirements would need to be considered in the design response.

Tree number and PSP number bracketed

20 (1293), 88, 160 (520), 171 (415), 172 (416)



Dean Simonsen (BAppSc *Melb.*)
Consultant Arborist

9 References

Australian Standard AS 4970, 2009. *Protection of trees on development sites*. Standards Australia

Wollert Precinct Structure Plan, December 2016

10 Definitions

The TPZ and SRZ are defined in AS4970-2009, Australian Standard – Protection of trees on development sites as:

Tree protection zone (TPZ)

A specified area above and below ground and at a given distance from the trunk set aside for the protection of a tree's roots and crown to provide for the viability and stability of a tree to be retained where it is potentially subject to damage by development.

Structural root zone (SRZ)

The area around the base of a tree required for the tree's stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright. The SRZ is nominally circular with the trunk at its centre and is expressed by its radius in metres. This zone considers a tree's structural stability only, not the root zone required for a tree's vigour and long-term viability, which will usually be a much larger area.

The TPZ for City of Whittlesea River Red Gum is calculated as follows:

A Tree Protection Zone is defined by a circle or polygon, the centroid point of which is the centre point of the tree at ground level and whose radius is equal to half the height of the tree or half the crown width (whichever is the greatest) plus the tree canopy plus one metre (refer to SDL.2.01).

Tree Assessment Detail - 90 Bodycoats Road, Wollert

September 2020

Appendix 1

No	PSP No.	SPECIES	COMMON NAME	DBH (cm)	CLASS	TPZ CoWf (m)	SRZ AS4970 (m)	HxW (m)	AGE	HEALTH	STRUCTURE	FORM	ULE	COMMENT	TREE TYPE	RETENTION VALUE	RECOMMEND	X coordinate MGA Zone 55	Y coordinate MGA Zone 55
1		<i>Eucalyptus camaldulensis</i>	River Red Gum	21	ST	3.50	1.78	7x6	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325264.958	5838415.191
2		<i>Eucalyptus camaldulensis</i>	River Red Gum	26	ST	4.00	1.95	7x8	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325273.771	5838424.080
3		<i>Eucalyptus camaldulensis</i>	River Red Gum	31	ST	4.00	2.10	8x7	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325260.570	5838427.518
4		<i>Eucalyptus camaldulensis</i>	River Red Gum	22,13 (25.6)	ST	4.00	1.94	8x4	Semi-mature	Fair to Poor	Fair to Poor	Minor asymmetry	30 to 50 years		Planted indigenous	Low	Could be retained	325246.782	5838437.248
5		<i>Eucalyptus camaldulensis</i>	River Red Gum	44	ST	6.00	2.43	12x6	Semi-mature	Fair	Fair	Minor asymmetry	30 to 50 years		Planted indigenous	Low	Could be retained	325257.832	5838454.023
6		<i>Eucalyptus camaldulensis</i>	River Red Gum	27	ST	6.00	1.98	12x5	Semi-mature	Fair to Poor	Fair	Minor asymmetry	30 to 50 years		Planted indigenous	Low	Could be retained	325249.495	5838458.649
7		<i>Eucalyptus camaldulensis</i>	River Red Gum	38	ST	4.50	2.29	8x9	Semi-mature	Fair to Poor	Fair to Poor	Minor asymmetry	30 to 50 years	Acute primary branch attachment	Planted indigenous	Low	Could be retained	325260.647	5838465.622
8		<i>Eucalyptus camaldulensis</i>	River Red Gum	21	ST	3.50	1.78	7x6	Semi-mature	Fair	Fair to Poor	Minor asymmetry	15 to 30 years	Acute primary branch attachment	Planted indigenous	Low	Could be retained	325250.983	5838468.124
9		<i>Eucalyptus camaldulensis</i>	River Red Gum	15	ST	2.50	1.55	5x3	Semi-mature	Poor	Fair to Poor	Asymmetric	1 to 5 years		Planted indigenous	Low	Remove	325257.949	5838478.181
10		<i>Eucalyptus camaldulensis</i>	River Red Gum	35	ST	4.50	2.21	9x5	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325258.099	5838478.932
11		<i>Eucalyptus camaldulensis</i>	River Red Gum	10	ST	2.00	1.50	4x2	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325252.576	5838483.224
12		<i>Eucalyptus camaldulensis</i>	River Red Gum	18	ST	4.00	1.67	8x5	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325264.238	5838488.605
13		<i>Eucalyptus camaldulensis</i>	River Red Gum	45	ST	7.00	2.46	14x11	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325268.749	5838497.876
14		<i>Eucalyptus camaldulensis</i>	River Red Gum	52	ST	7.00	2.61	14x11	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325263.245	5838506.264
15		<i>Eucalyptus camaldulensis</i>	River Red Gum	28	ST	5.50	2.01	11x5	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325273.637	5838506.651
16		<i>Eucalyptus camaldulensis</i>	River Red Gum	34	ST	4.50	2.18	8x9	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325274.391	5838522.258
17		<i>Eucalyptus camaldulensis</i>	River Red Gum	40	ST	6.00	2.34	12x7	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325266.285	5838531.580
18		<i>Eucalyptus camaldulensis</i>	River Red Gum	32	ST	4.50	2.13	8x9	Semi-mature	Fair	Fair	Asymmetric	30 to 50 years		Planted indigenous	Low	Could be retained	325266.045	5838546.824
19	1292	<i>Eucalyptus camaldulensis</i>	River Red Gum	85	LOT	7.50	3.21	13x15	Maturing	Fair	Fair	Minor asymmetry	30 to 50 years	Basal wound	Indigenous	Moderate	Could be retained	325256.534	5838549.322
20	1293	<i>Eucalyptus camaldulensis</i>	River Red Gum	100	LOT	8.50	3.44	15x17	Maturing	Fair	Fair	Minor asymmetry	30 to 50 years		Indigenous	Moderate	Neighbour's tree	325257.466	5838560.468
21		<i>Eucalyptus camaldulensis</i>	River Red Gum	14	ST	3.00	1.50	6x3	Semi-mature	Fair to Poor	Fair	Asymmetric	15 to 30 years		Planted indigenous	Low	Could be retained	325275.259	5838560.034
22		<i>Eucalyptus camaldulensis</i>	River Red Gum	34	ST	4.00	2.18	8x6	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325286.910	5838538.896
23		<i>Eucalyptus camaldulensis</i>	River Red Gum	48	ST	6.00	2.53	12x8	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325289.830	5838523.458
24		<i>Eucalyptus camaldulensis</i>	River Red Gum	44	ST	6.50	2.43	13x9	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325287.290	5838510.033
25		<i>Eucalyptus camaldulensis</i>	River Red Gum	44	ST	7.00	2.43	14x9	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325288.238	5838493.473
26		<i>Eucalyptus camaldulensis</i>	River Red Gum	15	ST	3.50	1.55	7x2	Semi-mature	Fair to Poor	Fair	Minor asymmetry	30 to 50 years		Planted indigenous	Low	Could be retained	325278.511	5838491.242
27		<i>Eucalyptus camaldulensis</i>	River Red Gum	41	ST	8.00	2.36	16x9	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325274.731	5838480.977
28		<i>Eucalyptus camaldulensis</i>	River Red Gum	33	ST	8.00	2.16	16x9	Semi-mature	Poor	Fair to Poor	Symmetric	15 to 30 years	In decline	Planted indigenous	Low	Could be retained	325266.405	5838475.028
29		<i>Eucalyptus camaldulensis</i>	River Red Gum	34	ST	6.50	2.18	13x9	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325285.991	5838480.208
30		<i>Eucalyptus camaldulensis</i>	River Red Gum	27	ST	4.50	1.98	9x9	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325278.201	5838472.312
31		<i>Eucalyptus camaldulensis</i>	River Red Gum	39	ST	5.50	2.31	11x9	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325285.161	5838466.995
32		<i>Eucalyptus camaldulensis</i>	River Red Gum	18	ST	3.50	1.67	7x5	Semi-mature	Fair to Poor	Fair to Poor	Minor asymmetry	15 to 30 years		Planted indigenous	Low	Could be retained	325272.537	5838463.085
33		<i>Eucalyptus camaldulensis</i>	River Red Gum	35	ST	4.50	2.21	8x9	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325273.095	5838438.544
34		<i>Eucalyptus camaldulensis</i>	River Red Gum	45	ST	6.00	2.46	12x9	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325286.597	5838436.752
35		<i>Eucalyptus camaldulensis</i>	River Red Gum	33	ST	5.00	2.16	10x7	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325294.873	5838412.599
36		<i>Eucalyptus camaldulensis</i>	River Red Gum	16	ST	3.00	1.59	6x5	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325309.873	5838408.233
37		<i>Eucalyptus camaldulensis</i>	River Red Gum	14	ST	4.00	1.50	8x4	Semi-mature	Poor	Fair	Asymmetric	5 to 15 years		Planted indigenous	Low	Remove	325298.104	5838424.423
38		<i>Eucalyptus camaldulensis</i>	River Red Gum	18	ST	4.00	1.67	8x7	Semi-mature	Fair	Fair	Asymmetric	30 to 50 years		Planted indigenous	Low	Could be retained	325316.668	5838425.738
39		<i>Eucalyptus camaldulensis</i>	River Red Gum	12	ST	2.50	1.50	5x5	Semi-mature	Poor	Fair to Poor	Asymmetric	5 to 15 years		Planted indigenous	Low	Remove	325328.698	5838427.388
40		<i>Eucalyptus camaldulensis</i>	River Red Gum	36	ST	6.00	2.24	12x9	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325324.144	5838439.500
41		<i>Eucalyptus camaldulensis</i>	River Red Gum	29	ST	4.00	2.04	8x8	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325313.747	5838434.294
42		<i>Eucalyptus camaldulensis</i>	River Red Gum	25	ST	4.00	1.92	7x8	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325310.243	5838448.119
43		<i>Eucalyptus camaldulensis</i>	River Red Gum	15	ST	3.00	1.55	6x3	Semi-mature	Fair to Poor	Poor	Asymmetric	1 to 5 years	Borer damage	Planted indigenous	Low	Remove	325296.793	5838437.967
44		<i>Eucalyptus camaldulensis</i>	River Red Gum	42	ST	5.00	2.39	9x10	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325296.443	5838447.968
45		<i>Eucalyptus camaldulensis</i>	River Red Gum	44	ST	9.00	2.43	18x8	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325309.436	5838469.941
46		<i>Eucalyptus camaldulensis</i>	River Red Gum	27	ST	4.00	1.98	8x8	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325297.473	5838473.761
47		<i>Eucalyptus camaldulensis</i>	River Red Gum	35	ST	6.50	2.21	13x7	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325299.823	5838482.913
48		<i>Eucalyptus camaldulensis</i>	River Red Gum	37	ST	5.50	2.26	11x8	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325310.750	5838486.254
49		<i>Eucalyptus camaldulensis</i>	River Red Gum	49	ST	6.00	2.55	12x12	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325310.306	5838500.114
50		<i>Eucalyptus camaldulensis</i>	River Red Gum	15	ST	4.50	1.55	9x4	Semi-mature	Fair	Fair	Asymmetric	50+ years		Planted indigenous	Low	Could be retained	325295.997	5838499.509
51		<i>Eucalyptus camaldulensis</i>	River Red Gum	37	ST	7.00	2.26	14x9	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325298.924	5838513.121
52		<i>Eucalyptus camaldulensis</i>	River Red Gum	37	ST	7.00	2.26	14x9	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325310.544	5838514.443
53		<i>Eucalyptus camaldulensis</i>	River Red Gum	10	ST	2.50	1.50	5x2	Semi-mature	Poor	Fair	Minor asymmetry	5 to 15 years		Planted indigenous	Low	Could be retained	325305.104	5838524.266
54		<i>Eucalyptus camaldulensis</i>	River Red Gum	46	ST	6.00	2.48	12x12	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325300.539	5838533.136
55		<i>Eucalyptus macrorhyncha</i>	Red Stringybark	13,10 (16.4)	ST	2.50	1.61	5x4	Semi-mature	Fair	Fair to Poor	Minor asymmetry	15 to 30 years		Victorian native	Low	Could be retained	325298.986	5838543.630
56		<i>Eucalyptus camaldulensis</i>	River Red Gum	47	ST	8.50	2.50	17x14	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325315.916	5838543.023
57		<i>Eucalyptus camaldulensis</i>	River Red Gum	24	ST	4.00	1.89	8x7	Semi-mature	Fair	Fair	Asymmetric	50+ years		Planted indigenous	Low	Could be retained	325333.847	5838540.985
58		<i>Eucalyptus camaldulensis</i>	River Red Gum	48	ST	6.50	2.53	13x8	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325336.313	5838528.952
59		<i>Eucalyptus camaldulensis</i>	River Red Gum	14	ST	3.50	1.50	7x3	Semi-mature	Fair to Poor	Fair	Asymmetric	15 to 30 years		Planted indigenous	Low	Could be retained	325327.012	5838518.417
60		<i>Eucalyptus camaldulensis</i>	River Red Gum	40	ST	5.50	2.34	11x8	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325339.801	5838510.685
61		<i>Eucalyptus camaldulensis</i>	River Red Gum																

Tree Assessment Detail - 90 Bodycoats Road, Wollert

September 2020

Appendix 1

No	PSP No.	SPECIES	COMMON NAME	DBH (cm)	CLASS	TPZ CoWf (m)	SRZ AS4970 (m)	HxW (m)	AGE	HEALTH	STRUCTURE	FORM	ULE	COMMENT	TREE TYPE	RETENTION VALUE	RECOMMEND	X coordinate MGA Zone 55	Y coordinate MGA Zone 55
100		<i>Eucalyptus camaldulensis</i>	River Red Gum	22	ST	4.00	1.82	8x7	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325300.977	583831.764
101		<i>Corymbia maculata</i>	Spotted Gum	23		5.00	1.85	10x8	Semi-mature	Fair	Poor	Symmetric	1 to 5 years	Bifurcation of main stem with included bark	Victorian native	Low	Remove	325312.186	5838363.351
102		<i>Eucalyptus camaldulensis</i>	River Red Gum	42.28 (50.5)	ST	5.50	2.58	10x11	Semi-mature	Fair	Fair to Poor	Minor asymmetry	30 to 50 years		Planted indigenous	Low	Could be retained	325321.178	583831.501
103		<i>Eucalyptus camaldulensis</i>	River Red Gum	23	ST	4.00	1.85	8x7	Semi-mature	Fair	Fair	Asymmetric	30 to 50 years		Planted indigenous	Low	Could be retained	325320.885	5838359.673
104		<i>Eucalyptus camaldulensis</i>	River Red Gum	15	ST	3.50	1.55	7x5	Semi-mature	Dead	Poor	Asymmetric	0 years		Planted indigenous	None	Remove	325320.588	5838348.189
105		<i>Eucalyptus camaldulensis</i>	River Red Gum	20.17 (26.2)	ST	5.00	1.96	10x10	Semi-mature	Dead	Poor	Asymmetric	0 years		Planted indigenous	None	Remove	325325.666	5838347.735
106		<i>Eucalyptus camaldulensis</i>	River Red Gum	37	ST	5.50	2.26	11x9	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325331.792	5838347.258
107	1289	<i>Eucalyptus camaldulensis</i>	River Red Gum	110	LOT	9.00	3.58	15x18	Maturing	Fair to Poor	Poor	Asymmetric	30 to 50 years	Epicormics, Major limbfall evidence	Indigenous	Low	Could be retained	325347.407	5838345.215
108		<i>Eucalyptus camaldulensis</i>	River Red Gum	56	ST	5.50	2.70	11x11	Semi-mature	Fair	Fair	Major asymmetry	50+ years		Planted indigenous	Low	Could be retained	325360.819	5838340.805
109		<i>Eucalyptus camaldulensis</i>	River Red Gum	42	ST	5.50	2.39	11x11	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325365.000	5838345.775
110		<i>Eucalyptus camaldulensis</i>	River Red Gum	21	ST	4.00	1.78	7x8	Semi-mature	Dead	Poor	Asymmetric	0 years		Planted indigenous	None	Remove	325361.304	5838351.457
111		<i>Eucalyptus camaldulensis</i>	River Red Gum	26	ST	4.00	1.95	6x8	Semi-mature	Poor	Fair to Poor	Major asymmetry	5 to 15 years		Planted indigenous	Low	Remove	325361.329	5838356.554
112		<i>Eucalyptus camaldulensis</i>	River Red Gum	40	ST	6.00	2.34	11x12	Semi-mature	Fair	Fair to Poor	Major asymmetry	30 to 50 years		Planted indigenous	Low	Could be retained	325361.688	5838360.490
113		<i>Eucalyptus camaldulensis</i>	River Red Gum	54	ST	7.00	2.65	12x14	Semi-mature	Fair	Fair	Asymmetric	50+ years		Planted indigenous	Low	Could be retained	325357.909	5838363.093
114		<i>Eucalyptus camaldulensis</i>	River Red Gum	28.27 (38.9)	ST	4.50	2.31	9x9	Semi-mature	Poor	Fair to Poor	Major asymmetry	15 to 30 years		Planted indigenous	Low	Could be retained	325361.656	5838370.554
115		<i>Eucalyptus camaldulensis</i>	River Red Gum	56	ST	7.00	2.70	10x14	Semi-mature	Fair	Fair to Poor	Asymmetric	30 to 50 years		Planted indigenous	Low	Could be retained	325366.449	5838369.686
116		<i>Eucalyptus camaldulensis</i>	River Red Gum	44	ST	6.00	2.43	12x11	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325361.873	5838375.190
117		<i>Eucalyptus camaldulensis</i>	River Red Gum	35	ST	6.00	2.21	12x11	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325358.421	5838377.039
118		<i>Eucalyptus camaldulensis</i>	River Red Gum	21	ST	3.50	1.78	7x6	Semi-mature	Dead	Poor	Minor asymmetry	0 years		Planted indigenous	None	Remove	325362.286	5838379.703
119		<i>Eucalyptus camaldulensis</i>	River Red Gum	58	ST	6.50	2.74	13x13	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325367.290	5838384.480
120		<i>Eucalyptus camaldulensis</i>	River Red Gum	16	ST	3.00	1.59	6x5	Semi-mature	Poor	Fair	Symmetric	5 to 15 years		Planted indigenous	Low	Remove	325362.639	5838385.095
121		<i>Eucalyptus camaldulensis</i>	River Red Gum	19	ST	3.50	1.71	5x7	Semi-mature	Dead	Poor	Major asymmetry	0 years		Planted indigenous	None	Remove	325362.833	5838389.063
122		<i>Eucalyptus camaldulensis</i>	River Red Gum	45	ST	6.50	2.46	12x13	Semi-mature	Fair to Poor	Fair	Minor asymmetry	30 to 50 years		Planted indigenous	Low	Could be retained	325363.679	5838391.798
123		<i>Eucalyptus camaldulensis</i>	River Red Gum	52	ST	6.50	2.61	12x13	Semi-mature	Fair to Poor	Fair	Minor asymmetry	30 to 50 years		Planted indigenous	Low	Could be retained	325354.868	5838389.854
124		<i>Eucalyptus camaldulensis</i>	River Red Gum	40	ST	6.00	2.34	12x11	Semi-mature	Fair to Poor	Fair	Asymmetric	30 to 50 years		Planted indigenous	Low	Could be retained	325350.636	5838390.634
125		<i>Eucalyptus camaldulensis</i>	River Red Gum	65	MOT	9.00	2.87	18x14	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325339.997	5838392.861
126		<i>Eucalyptus camaldulensis</i>	River Red Gum	25	ST	4.50	1.92	9x9	Semi-mature	Fair to Poor	Fair	Symmetric	30 to 50 years		Planted indigenous	Low	Could be retained	325335.736	5838393.143
127		<i>Eucalyptus camaldulensis</i>	River Red Gum	42	ST	6.00	2.39	11x12	Semi-mature	Fair	Fair	Asymmetric	50+ years		Planted indigenous	Low	Could be retained	325314.050	5838374.742
128		<i>Eucalyptus camaldulensis</i>	River Red Gum	62	MOT	6.00	2.81	12x12	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325311.171	5838377.712
129		<i>Eucalyptus camaldulensis</i>	River Red Gum	50	ST	6.00	2.57	12x12	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325321.046	5838397.038
130		<i>Eucalyptus camaldulensis</i>	River Red Gum	54	ST	6.50	2.65	13x12	Semi-mature	Fair to Poor	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325313.844	5838395.197
131		<i>Eucalyptus camaldulensis</i>	River Red Gum	49	ST	8.00	2.55	16x12	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325306.169	5838398.429
132		<i>Eucalyptus botryoides</i>	Southern Mahogany	35		7.50	2.21	15x8	Semi-mature	Fair	Fair to Poor	Asymmetric	15 to 30 years		Victorian native	Low	Could be retained	325304.207	5838396.235
133		<i>Eucalyptus camaldulensis</i>	River Red Gum	30	ST	6.00	2.07	12x12	Semi-mature	Fair to Poor	Fair	Minor asymmetry	30 to 50 years		Planted indigenous	Low	Could be retained	325297.320	5838400.382
134		<i>Eucalyptus camaldulensis</i>	River Red Gum	50	ST	7.50	2.57	15x13	Semi-mature	Fair to Poor	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325288.928	5838398.857
135		<i>Eucalyptus camaldulensis</i>	River Red Gum	57	ST	7.50	2.72	15x15	Semi-mature	Fair to Poor	Fair to Poor	Symmetric	50+ years	Acute branch attachments	Planted indigenous	Low	Could be retained	325282.439	5838399.892
136	537	<i>Eucalyptus camaldulensis</i>	River Red Gum	113	LOT	7.50	3.62	15x15	Maturing	Fair to Poor	Poor	Asymmetric	30 to 50 years	Dieback, Major limbfall evidence	Indigenous	Low	Could be retained	325369.223	5838445.163
137	538	<i>Eucalyptus camaldulensis</i>	River Red Gum	113	LOT	10.00	3.62	17x20	Maturing	Fair to Poor	Poor	Asymmetric	30 to 50 years	Hollow at base, Dieback, Major limbfall evidence	Indigenous	Low	Could be retained	325372.574	5838462.037
138	540	<i>Eucalyptus camaldulensis</i>	River Red Gum	120	VLOT	8.50	3.71	16x17	Maturing	Fair to Poor	Fair to Poor	Asymmetric	30 to 50 years	Major limbfall evidence	Indigenous	Low	Could be retained	325387.682	5838492.767
139		<i>Crataegus monogyna</i>	May	35		3.00	2.21	5x6	Maturing	Fair	Poor	Symmetric	0 years		Exotic deciduous	None	Remove	325407.001	5838377.346
140		<i>Eucalyptus camaldulensis</i>	River Red Gum	24	ST	4.00	1.89	8x4	Semi-mature	Fair to Poor	Fair	Minor asymmetry	15 to 30 years		Planted indigenous	Low	Could be retained	325398.921	5838417.908
141		<i>Eucalyptus camaldulensis</i>	River Red Gum	19	ST	3.00	1.71	6x4	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325413.116	5838416.385
142	541	<i>Eucalyptus camaldulensis</i>	River Red Gum	67	MOT	8.50	2.91	17x14	Semi-mature	Fair	Fair to Poor	Minor asymmetry	30 to 50 years	Acute branch attachments	Planted indigenous	Low	Could be retained	325436.111	5838415.975
143	542	<i>Eucalyptus meliodora</i>	Yellow Box	93	LOT	8.50	3.34	17x17	Maturing	Fair	Very poor	Minor asymmetry	5 to 15 years	Multiple major limb failures	Indigenous	Low	Could be retained	325427.916	5838444.399
144	543	<i>Eucalyptus camaldulensis</i>	River Red Gum	40	ST	6.50	2.34	13x12	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325440.807	5838444.253
145	544	<i>Eucalyptus camaldulensis</i>	River Red Gum	50	ST	6.00	2.57	12x12	Semi-mature	Fair	Fair	Symmetric	50+ years		Planted indigenous	Low	Could be retained	325443.012	5838474.656
146		<i>Eucalyptus camaldulensis</i>	River Red Gum	13	ST	3.00	1.50	6x1	Semi-mature	Poor	Poor	Asymmetric	1 to 5 years		Planted indigenous	Low	Remove	325469.709	5838487.290
147	545	<i>Eucalyptus camaldulensis</i>	River Red Gum	30.26 (39.7)	ST	6.00	2.33	12x8	Semi-mature	Fair	Poor	Symmetric	5 to 15 years	Bifurcation of main stem with included bark	Planted indigenous	Low	Remove	325482.540	5838463.598
148		<i>Eucalyptus robusta</i>	Swamp Mahogany	18		3.00	1.67	6x4	Semi-mature	Fair to Poor	Fair	Symmetric	15 to 30 years		Australian native	Low	Could be retained	325459.958	5838416.243
149		<i>Salix sp.</i>	Willow	50		4.00	2.57	6x8	Semi-mature	Very poor	Very poor	Minor asymmetry	0 years		Exotic deciduous	Low	Remove	325415.443	5838363.715
150		<i>Eucalyptus camaldulensis</i>	River Red Gum	24	ST	4.00	1.89	8x5	Semi-mature	Fair	Fair to Poor	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325436.401	5838395.091
151		<i>Eucalyptus camaldulensis</i>	River Red Gum	38	ST	5.50	2.29	11x8	Semi-mature	Fair	Poor	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325420.213	5838339.786
152		<i>Eucalyptus camaldulensis</i>	River Red Gum	22	ST	3.50	1.82	7x5	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325462.680	5838366.089
153		<i>Eucalyptus camaldulensis</i>	River Red Gum	34	ST	6.00	2.18	12x8	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325484.344	5838333.944
154		<i>Eucalyptus camaldulensis</i>	River Red Gum	23	ST	4.50	1.85	9x6	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325497.286	5838334.872
155		<i>Eucalyptus camaldulensis</i>	River Red Gum	14	ST	2.50	1.50	5x3	Semi-mature	Fair	Fair	Minor asymmetry	50+ years		Planted indigenous	Low	Could be retained	325528.956	5838351.334
156		<i>Crataegus monogyna</i>	May	35		2.50	2.21	4x5	Maturing	Fair	Poor	Symmetric	0 years		Exotic deciduous	None	Remove	325551.179	5838356.891
157	556	<i>Eucalyptus camaldulensis</i>	River Red Gum	117	LOT	8.50	3.67	11x17	Maturing	Fair to Poor	Fair to Poor	Minor asymmetry	30 to 50 years	Canker at base	Indigenous	Low	Could be retained	325546.649	5838336.848
158	555	<i>Eucalyptus camaldulensis</i>	River Red Gum	112	LOT	8.50	3.61	13x17	Maturing	Fair to Poor	Poor	Minor asymmetry	30 to 50 years	Major limbfall evidence	Indigenous	Low	Could be retained	325578.394	5838348.626
159		<i>Corymbia citriodora</i>	Lemon-scented Gum	32		6.00													

Appendix 2

Descriptors (Version C - 2013)

Field name	Description
No.	Tree identification number. Unique numbers are assigned to each assessed individual tree or tree group.
Species	Identifies the tree using the international taxonomic classification system of binomial (or trinomial) nomenclature (genus, species, variety and cultivar).
Common Name	Provides the common name as occurs in current Australian horticultural literature. More than one common name can exist for a single tree species, or several species can share the same common name.
DBH (Diameter at breast height)	Indicates the trunk diameter (expressed in centimetres) of an individual tree usually measured at 1.4m above the existing ground level. Multiple stemmed trees are calculated using a formula to combine the stems into a single stem for tree protection zone calculations.
TPZ (Tree protection zone)	Tree protection zone expressed as a radial distance in metres, measured from trunk centre. Based on AS4970 or preferred system of site
TPZr (Tree protection zone reduced)	Reduced tree protection zone expressed as a radial distance in metres measured from trunk centre and justified according to a standard (Usually AS4970) or other method.
HxW (Height x Width)	Indicates height and width of single tree and measurement generally expressed in whole metres

Age	Description
<i>Young</i>	Sapling tree and/or recently planted
<i>Semi-mature</i>	Tree rapidly increasing in size and yet to achieve expected size in situation
<i>Maturing</i>	Specimen approaching expected size in situation, with reduced incremental growth
<i>Over-mature</i>	Tree is senescent and in decline

Health	Term assigned that provides a broad description of the health and vigour of the tree.					
Ratings	<i>Good</i>	<i>Fair</i>	<i>Fair to Poor</i>	<i>Poor</i>	<i>Very poor</i>	<i>Dead</i>

Structure	Term assigned that provides a broad description of the structure and stability of the tree.					
Ratings	<i>Good</i>	<i>Fair</i>	<i>Fair to Poor</i>	<i>Poor</i>	<i>Very poor</i>	<i>Failed</i>

Form	Description
<i>Symmetric</i>	Evenly balanced crown
<i>Asymmetric</i>	Crown biased in one direction; can be minor or major
<i>Stump re-sprout</i>	Adventitious shoots originating from stump or trunk
<i>Manipulated</i>	Hedge, pollard, topiary, windrow; managed for specific landscape use or aesthetic outcome

Comment	Additional comments that provide specific detail on the condition of the tree or management requirements

Tree type	Description
<i>Indigenous</i>	Occurs naturally in the area or region of the subject site (Prefixed with 'Planted' if not naturally est.)
<i>Victorian native</i>	Occurs naturally within some part of Victoria (not exclusively) but is not indigenous to area
<i>Australian native</i>	Occurs naturally within Australia but is not a Victorian native tree or indigenous
<i>Exotic deciduous</i>	Occurs outside of Australia and typically sheds its leaves during winter
<i>Exotic evergreen</i>	Occurs outside of Australia and typically holds its leaves all year round
<i>Exotic conifer</i>	Occurs outside of Australia and is classified as a gymnosperm
<i>Native conifer</i>	Occurs naturally within Australia and is classified as a gymnosperm
<i>Palm</i>	Woody monocotyledon
<i>Other</i>	Other descriptions as indicated



Retention value	Qualitative rating provided on tree based on assessment factors. Provided as a guide for management decisions.			
Ratings	<i>High</i>	<i>Moderate</i>	<i>Low</i>	<i>None</i>

Recommend	Recommended action based on condition of the tree with reference to proposed site changes							
Responses	<i>Retain</i>	<i>Could be retained</i>	<i>Consider removal</i>	<i>Remove</i>	<i>Street tree</i>	<i>Neighbour's Tree</i>	<i>Already removed</i>	<i>Transplant</i>

Descriptors reviewed annually and subject to change

Arboricultural Assessment & Report
90 Bodycoats Road, Wollert
September 2020

Appendix 3

-  TPZ - City of Whittlesea method
-  SRZ - AS4970



Appendix 4

4.4 Scattered Tree Retention in the City of Whittlesea**RETENTION AND PROTECTION OF EXISTING TREES**

In addition to their heritage and environmental attributes, remnant and existing trees contribute significantly to the landscape amenity of an area and provide instant visual impact in new developments. Where possible, existing trees shall be retained, protected and incorporated into the design of new developments. The retention of juvenile trees is considered equally as important as the preservation of mature specimens.

The following guidelines apply, where appropriate, to the retention of scattered trees and may, where appropriate, be applied as conditions of planning permits.

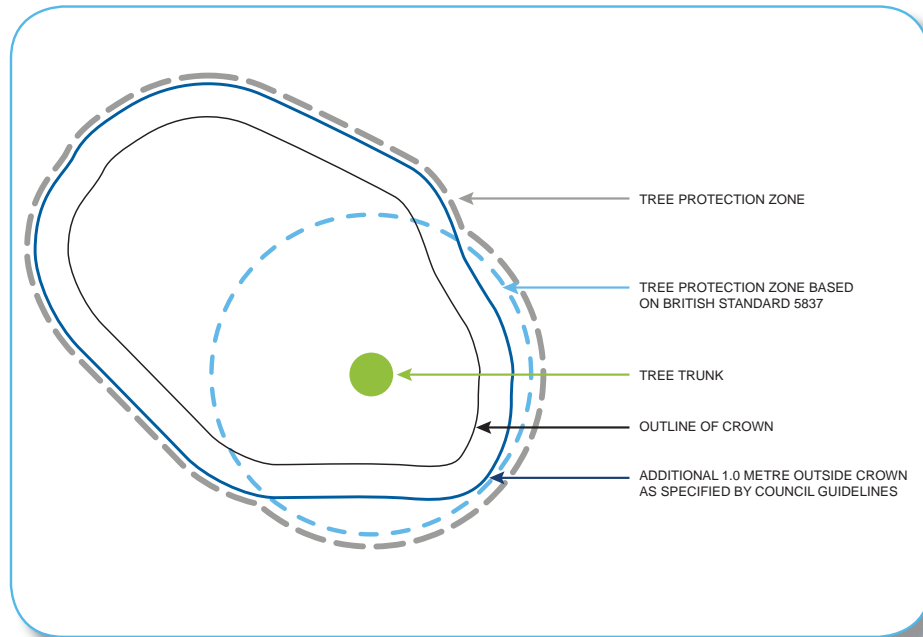
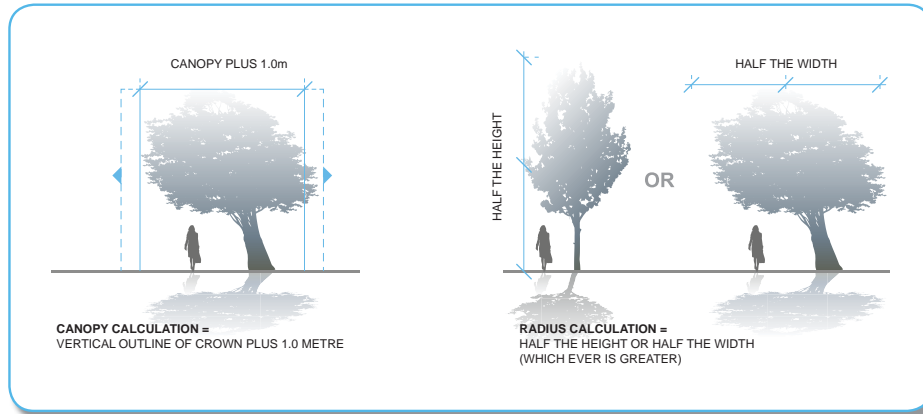
Tree Protection Zones (TPZs) are exclusion zones designed to protect all trees and stags identified for retention in a development.

CALCULATING TREE PROTECTION ZONES

A Tree Protection Zone is defined by a circle or polygon, the centroid point of which is the centre point of the tree at ground level and whose radius is equal to half the height of the tree or half the crown width (whichever is the greatest) plus the tree canopy plus one metre (refer to SDL.2.01).

The Tree Protection Zone is to be determined by a consulting arborist to the satisfaction of the responsible authority.

Appendix 4



AS4970–2009 TREE PROTECTION ZONES ON DEVELOPMENT SITES

The Tree Protection Zone as set out in this Appendix should be applied in preference to AS4970–2009 and/or any other tree protection zone standard/calculation.

The Tree Protection Zone as set out in this Appendix considers both the ongoing health of the tree and has been developed to protect people, infrastructure and property (ie the shape considers the impact of falling limbs and delineates a pedestrian deterrent zone) whereas AS4970–2009 only considers the impact of works on the ongoing health of the tree.

CONDITION: TREE PROTECTION ZONES

No works are to be undertaken within a Tree Protection Zone unless:

- Council determines that the works proposed within the Tree Protection Zone will not adversely impact on the tree or damage any part of the tree including its canopy, branches, trunk and roots; or
- Council determines that the variation is required to minimise risk to the public and/or property; or
- Council otherwise consents.

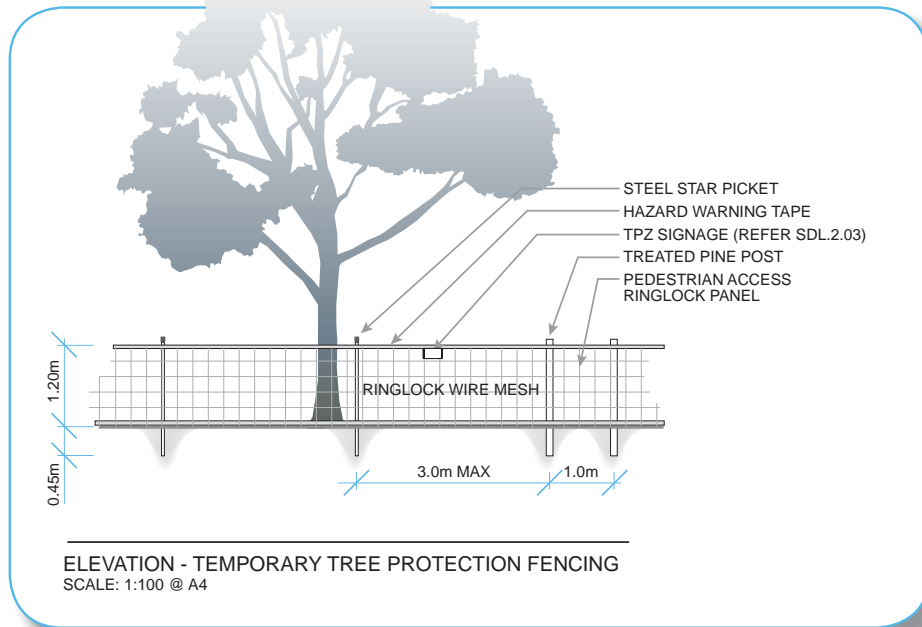
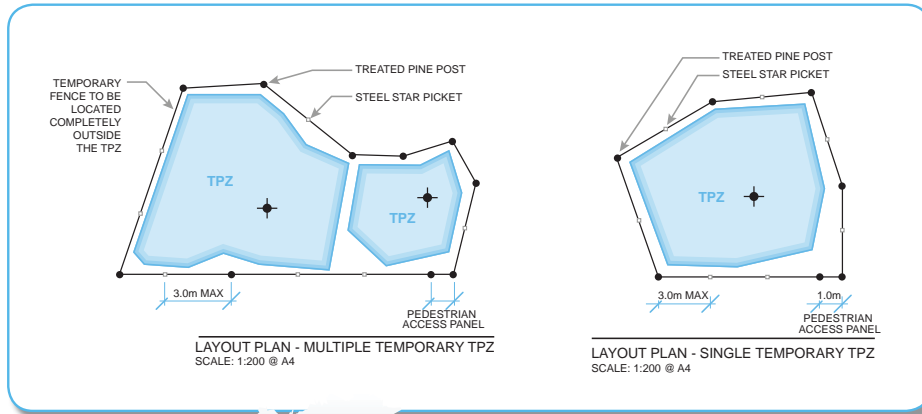
All works located in or in close proximity to a Tree Protection Zone must be supervised by a suitably qualified and experienced consulting arborist.

CONDITION: WORKS WITHIN TREE PROTECTION ZONES

With Council consent, works may encroach into a Tree Protection Zone, including (where appropriate):

- “no dig” footpaths, mulching and limited soft landscaping provided all footpaths are first pegged on site and confirmed by the responsible authority prior to construction and all works are undertaken by hand to minimise disturbance to surface roots; and
- boring for services where all other alternative alignments have been investigated and determined unfeasible to the satisfaction of Council.

Appendix 4



CONDITION: DOCUMENTATION OF WORKS WITHIN TREE PROTECTION ZONES

All works proposed to occur within a Tree Protection Zone must be documented in the civil infrastructure drawings and landscape plans, or otherwise approved in writing, to the satisfaction of the responsible authority.

CONDITION: TREE PROTECTION ZONE FENCING

The Tree Protection Zone as calculated by the consulting arborist must be clearly identified on site by an appropriately qualified person.

Temporary Tree Protection Zone fencing (refer to SDL.2.02) must be erected around the perimeter of all Tree Protection Zones and must be inspected by and approved by Council prior to the commencement of any buildings, works or demolition.

Tree Protection Zone fencing must be to the satisfaction of the responsible authority and should comprise:

- Treated pine posts with a minimum height of 1.8 metres (total post length) at every corner or at a maximum interval of 9.0 metres. These posts shall be sunk 450mm into the ground. Concrete may affect the soil pH level and shall not be used to secure posts;
- Treated pine stays shall be fixed to all corner posts;
- Steel star pickets with a minimum height of 1.8 metres (total picket length) shall be installed between the treated pine posts at a maximum interval of 3.0 metres. These pickets shall be sunk 450mm into the ground and shall include high visibility safety caps;
- Ring lock wire mesh fencing with a minimum height of 1.2 metres shall be securely fixed at each post with wire ties. The fence shall completely enclose the tree protection zone;
- High visibility hazard marker tape shall be securely fixed to the top of the ring lock mesh fencing with wire ties;
- Signage must be attached to the fence at regular intervals. Signage must read "TREE PROTECTION ZONE. NO ENTRY EXCEPT TO AUTHORISED PERSONNEL. FINES SHALL BE IMPOSED FOR REMOVAL OR DAMAGE OF FENCING AND/OR TREES" (refer to SDL.2.03).

Tree Protection Zone fencing must be regularly maintained and may only be removed after the landscape pre-commencement meeting has occurred or until such date as is approved by the responsible authority in writing.

With the agreement of the responsible authority, Tree Protection Zone fencing may not be required where permanent fencing is introduced prior to construction. The specification of the permanent fencing must be to the satisfaction of Council.

Prior to the removal of Tree Protection Zone fencing, any required landscape planting below existing trees must be completed. The landscape planning must be designed to act as a deterrent to pedestrian access into the Tree Protection Zone, to minimise weed establishment, encourage habitat values and generally improve the visual amenity, to the satisfaction of the responsible authority. Alternative permeable mulching (e.g. oversized gravel) below existing trees may be considered where appropriate.

CONDITION: ENHANCED GROWING ENVIRONMENT WITHIN TREE PROTECTION ZONES

The area within the Tree Protection Zone must be modified to enhance the growing conditions of the tree to help reduce stress or damage to the tree as a direct result of adjacent construction works to the satisfaction of the responsible authority.

Specific improvements may include one or a combination of the following:

- Ground surfaces within tree protection zones must be left intact and a Glyphosate based herbicide mixed in accordance with the manufacturer's recommendations used to remove any weeds or unwanted vegetation;
- The area within the exclusion zone must be mulched with wood chips to a depth of 150mm;
- If required or as directed by the responsible authority, trees are to receive supplementary water. The amount of water is to be determined by the consulting arborist and will be determined by the amount of disturbance the tree has sustained and/or climatic conditions; and
- Where severing of roots (greater than 50mm in diameter) is required directly adjacent to tree protection zones, the roots must be cleanly cut. Where possible this is to be completed at the beginning of the development of the site. Roots are not to be left exposed, they are to be back filled or covered with damp hessian.

The health of retained trees will be recorded prior to the commencement of works and periodically monitored by the consulting arborist and the responsible authority.

CONDITION: TREE PROTECTION ZONE INDUCTION

Prior to any works commencing in proximity to Tree Protection Zone, a consulting arborist must induct all personnel involved in construction in close proximity to and/or involved in works that may impact tree protection zone.

CONSTRUCTION PERSONNEL MUST BE ADVISED:

- Unless authorised by the consulting arborist or as directed by the responsible authority, no party must enter into a tree protection zone or modify the tree protection zone fencing in any way;
- No buildings or works (including loading and unloading, storage of materials, dumping of waste, vehicle access and parking or other construction activity) are to occur in the tree protection zone without the written consent of and to the satisfaction of the responsible authority;
- The storing or disposal of chemicals or toxic material must not be undertaken within 10 metres of any exclusion zone. Where the slope of the land suggests that these materials may drain towards an exclusion zone, the storing or disposal of these materials is strictly forbidden; and
- Any trees that are to be removed next to exclusion zones are to be done so manually under the direct supervision of the consulting arborist (ie. cut not pushed). Stumps are to be ground and not excavated to prevent damage to trees in close proximity.

CONDITION: TREE PROTECTION BOND

In appropriate circumstances, a Tree Protection bond may be required as a condition of a permit for subdivision or development where existing trees are required to be retained. Such a condition may, as appropriate, including the following:

- Prior to commencement of the subdivision, a bank guarantee or other security to the satisfaction of the responsible authority for the total amount of \$100,000.00 (or otherwise determined by the responsible authority) must be submitted to the responsible authority as security for the satisfactory observance of the conditions in relation to Tree Protection Zones within that subdivision;

Appendix 4

- Upon completion of any buildings or subdivision works to the satisfaction of the responsible authority, the bank guarantee or other security will be returned to the person providing the bank guarantee or security; and
- Where the responsible authority determines that the tree covered by the Tree Protection Zone has been damaged as a result of buildings and works by the applicant or its contractors to an extent that it affects detrimentally the life, health and appearance of the tree or its contribution to the landscape, an amount from the security is to be paid by the developer for the purchase of trees for planting on the land or the pruning or other arboricultural works to rehabilitate and improve existing trees, all to the satisfaction of the responsible authority.

CONDITION: HAZARD REDUCTION PRUNING

Prior to the issue of Practical Completion of the landscaping works, all trees that are to be retained must have hazard reduction pruning undertaken by a suitably qualified and experienced arborist to ensure the tree does not present an unreasonable risk. If necessary, pruning works shall include:

- Removal of all dead and diseased branches. Specifically, dead branches greater than 40mm in diameter (measured at the base of the branch) shall be removed from the canopy unless they contain hollows that are clearly being used for habitat. Due care shall be given to ensure the integrity of the tree as habitat for native fauna is not compromised (larger material shall be left on site for its habitat value);
- Weight reduction and canopy thinning (especially for branches overhanging trafficable areas and fixed infrastructure). No live branches greater than 200 mm in diameter shall be removed from the tree without authorisation from the responsible authority. Remove no more than 20% of live foliage from any tree; and
- Removal of epiphytic plant material, wire and any attached debris/rubbish.

Prior to any pruning works being undertaken, the arborist engaged to undertake the works shall arrange a site meeting with a representative from Council's Parks and Open Space Department.

All pruning works shall be to approved arboricultural practices and have regard to AS4373–2007.

CONDITION: TREE REMOVAL

Where a tree is permitted to be removed:

- Each tree nominated for removal shall be suitably marked prior to its removal and an inspection arranged with an appropriate Council Officer to verify that the tree marked accords with the permit and/or endorsed plans;
- Prior to removal, the tree to be removed shall be inspected by an appropriately qualified and experienced zoologist to determine the presence of any native animals living or nesting in the tree. Should any native animals be detected they must be caught and relocated to a site deemed appropriate by the zoologist;
- Tree removal is to be undertaken in a safe manner;
- All services either above or below ground are to be located prior to the commencement of any works;
- Stumps and any surface roots are to be ground down below ground level. Ground and chipped material to a depth of 50mm is to be removed from site at the direction of the project manager. The project manager must supply and place suitable topsoil and seed the area making certain that the reinstated ground surface is level, even and safe;
- Stumps shall be removed within 14 days of removal of the tree. All stumps not removed immediately after removal of the tree are to be paint marked with a suitable bright yellow reflective marking paint;
- Where ever possible and appropriate, native trees to be removed should be retained for use in core conservation areas for habitat purposes or reused in open space as urban art, park furniture and/or other use determined appropriate by the responsible authority;
- After a tree has been fallen, the tree must be protected from firewood harvesting via temporary fencing and signage to the satisfaction of Council until such time as the tree has been relocated for habitat or mulched;
- All timber greater than 300mm in diameter that cannot be reused as habitat, furniture or another use determined appropriate by the responsible authority shall be hammer milled and shredded for reuse as mulch within the site; and
- All timber less than 300mm in diameter and branch/leaf material shall be shredded for reuse as mulch within the subject site.

Assumptions and limiting conditions of arboricultural consultancy report

1. Any legal description provided to Treemap Arboriculture is assumed to be correct. Any titles and ownerships to any property are assumed to be correct. No responsibility is assumed for matters outside the consultant's control.
2. Treemap Arboriculture assumes that any property or project is not in violation of any applicable codes, ordinances, statutes or other local, state or federal government regulations.
3. Treemap Arboriculture has taken care to obtain all information from reliable sources. All data has been verified insofar as possible; however Treemap Arboriculture can neither guarantee nor be responsible for the accuracy of the information provided by others not directly under Treemap Arboriculture control.
4. No Treemap Arboriculture employee shall be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services.
5. Loss of this report or alteration of any part of this report not undertaken by Treemap Arboriculture invalidates the entire report.
6. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by anyone but the client or their directed representatives, without the prior consent of the Treemap Arboriculture.
7. This report and any values expressed herein represent the opinion of the Treemap Arboriculture consultant and the Treemap Arboriculture fee is in no way conditional upon the reporting of a specified value, a stipulated result, the occurrence of a subsequent event, nor upon any finding to be reported.
8. Sketches, diagrams, graphs and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural drawings, reports or surveys.
9. Unless expressed otherwise: 1) Information contained in this report covers only those items that were covered in the project brief or that were examined during the assessment and reflect the condition of those items at the time of inspection; and 2) The inspection is limited to visual examination of accessible components without dissection, excavation or probing unless otherwise stipulated.
10. There is no warranty or guarantee, expressed or implied by Treemap Arboriculture, that the problems or deficiencies of the plants or site in question may not arise in the future.
11. All instructions (verbal or written) that define the scope of the report have been included in the report and all documents and other materials that the Treemap Arboriculture consultant has been instructed to consider or to take into account in preparing this report have been included or listed within the report.
12. To the writer's knowledge all facts, matter and all assumptions upon which the report proceeds have been stated within the body of the report and all opinion contained within the report have been fully researched and referenced and any such opinion not duly researched is based upon the writers experience and observations.

5.1.5 Ziebell's Farmhouse Museum, Heritage Garden and Caretaker Cottage - Late Report Notice

Responsible Officer: Director Community Wellbeing

Author: Manager Active & Creative Participation

In Attendance: Anthony Traill, Manager Active & Creative Participation

In accordance with rule 12.2 and 12.3 b) of the *Governance Rules 2021* the Chief Executive Officer, with the agreement of the Chairperson, has withdrawn this matter from the Agenda of this meeting.

The item has been withdrawn to allow for further discussions to occur between Council officers and the Friends of Westgarthtown Group before the matter is considered by Council at a future meeting.

5.2 Livable Neighborhoods

Nil reports

5.3 Sustainable Environment

Nil reports

5.4 Strong Local Economy

Nil reports

5.5 High Performing Organisation

5.5.1 Interstate Conference - Australian Local Government Association National General Assembly 2022

Responsible Officer	Executive Manager Governance & Strategy
Author	Coordinator Governance Administration
Attachments	No Attachments

Purpose

The purpose of this report is to authorise Chair of Council, Lydia Wilson and Administrator Chris Eddy to attend the Australian Local Government Association (ALGA) National General Assembly which is taking place in Canberra from 19-22 June 2022.

Brief Overview

The ALGA National General Assembly is the peak annual conference for Local Government attended by Mayors, Councillors, Administrators and Chief Executive Officers (CEOs). This conference provides an opportunity for members of Local Government to engage directly with the Federal Government to develop and influence national policy. A range of motions impacting Local Government are discussed at the assembly and attendance by the Administrators and CEO will enable the needs of the City of Whittlesea to be represented and considered in the discussions and workshops with key decision makers. Council approval is required for any interstate or overseas travel by Administrators.

Recommendation

THAT Council authorise Chair of Council, Lydia Wilson and Administrator Chris Eddy to attend the ALGA National General Assembly, 19-22 June 2022 in Canberra.

Key Information

The ALGA National General Assembly provides an opportunity for the Administrators and CEO to advocate to Federal Government and raise awareness of the needs of the local Whittlesea community. It also provides opportunities to build relationships with other Local Councils and Federal Government and influence national policy to better support our local community.

A range of motions are considered with a focus on new ways the Australian Government could partner to strengthen the local government sector to advance community well-being, local economic development, create jobs, address environmental challenges, climate change and complex social issues such as housing affordability.

Attending the assembly provides opportunities to meet with relevant and local Members of Parliament following the Federal election to progress Council's advocacy priorities.

Attendance at the conference will also provide access to network with a range of Local Government partners and service providers.

The Chair of Council, Lydia Wilson and Administrator Eddy, along with the CEO are proposing to attend the assembly to represent Council's interests.

Alignment to Community Plan, Policies or Strategies

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

High performing organisation

We engage effectively with the community, deliver efficient and effective services and initiatives, make decision in the best interest of our community and deliver value to our community

Administrator attendance at the ALGA National General Assembly provides Administrators with the opportunity to directly influence Federal Government policies in the best interest of our community and to deliver value to our community.

Considerations

Environmental

No implications

Social, Cultural and Health

No implications

Economic

No implications

Financial Implications

The costs of attending the conference include the early bird registration fee of \$989 each plus travel costs, accommodation and meals.

The CEO and Administrators propose to travel to the conference together by car to minimise the costs associated with travel and attendance at the conference.

The costs are included in the relevant operating budget.

Link to Strategic Risk

Strategic Risk Not linked to the risks within the Strategic Risk Register

Implementation Strategy

Critical Dates

To obtain the early bird rate for onsite registrations, registration is required by 6 May 2022.

Declaration of Conflict of Interest

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.

The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

Conclusion

The ALGA National General Assembly conference provides an opportunity for members of Local Government to engage directly with the Federal Government to develop and influence national policy. It is recommended that Council authorise interested Administrators to accompany the CEO to attend the ALGA National General Assembly so that the needs and priorities of the City of Whittlesea community can be represented at the national conference.

6 Notices of Motion

Nil Notices of Motion

7 Urgent Business

Nil Urgent Business

8 Reports from Council Representatives and CEO Update

9 Confidential Business

Under section 66(2) of the *Local Government Act 2020* a meeting considering confidential information may be closed to the public. Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020*.

9.1 Confidential Connected Communities

Nil Reports

9.2 Confidential Livable Neighborhoods

Nil Reports

9.3 Confidential Strong Local Economy

Nil Reports

9.4 Confidential Sustainable Environment

Nil Reports

9.5 Confidential High Performing Organisation

Nil Reports

9.6 Confidential Notices of Motion

Nil Reports

12 Closure