



Ordinary Meeting of Council

Council Chambers - 275 Upper Heidelberg Road, Ivanhoe

12 April 2021 7.00pm

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Banyule City Council (Banyule)

Nillumbik Shire Council (Nillumbik)

Whittlesea City Council (Whittlesea)

Supplemental Agreement 2020

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Ref: MXN:237483497v1_

Supplemental Agreement 2020

Parties

Banyule City Council
1 Flintoff Street, Greensborough, Victoria 3088 ("**Banyule**")

Nillumbik Shire Council
Civic Drive, Greensborough, Victoria 3088 ("**Nillumbik**")

Whittlesea City Council
25 Ferres Boulevard, South Morang, Victoria 3752 ("**Whittlesea**")

Background

- A. Banyule, Nillumbik and Whittlesea are parties to an Agreement To Form Yarra Plenty Regional Library Service, made on **14 December 1995** and subsequently amended by Supplemental Agreements made in 2010 and 2015 (the Primary Agreement).
- B. The Primary Agreement was approved by the Minister administering the *Local Government Act 1989*, by a notice published in the *Victoria Government Gazette* on **21 December 1995**.
- C. Clause 14.1 of the Primary Agreement requires that the parties and the Board of the Yarra Plenty Regional Library Corporation review the operation of the Primary Agreement at least once in every five years.
- D. Banyule, Nillumbik and Whittlesea have, together with the Board of the Yarra Plenty Regional Library Corporation, reviewed the Primary Agreement in 2020 and have determined to amend the Primary Agreement in the manner set out in this Supplemental Agreement.

Operative Provisions

1. Definitions and interpretation

1.1 Definitions

In this Supplemental Agreement, unless the context or subject-matter indicates otherwise:

"the Minister" means the Minister Administering the *Local Government Act 1989*; and

"the Primary Agreement" means the Agreement To Form Yarra Plenty Regional Library Service, made on 14 December 1995 including the subsequent Supplemental Agreements made in 2010 and 2015.

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2. Amendments

- 2.1 The text of Schedule 1 to the Primary Agreement is deleted and replaced by the text of Annexure A to this Supplemental Agreement.
- 2.2 The text of Schedule 3 to the Primary Agreement is deleted and replaced by the text of Annexure B to this Supplemental Agreement.

3. Conditional Precedent

This Supplemental Agreement has no effect until it is approved by the Minister in accordance with section 196(8) of the *Local Government Act 1989*.

Executed on

2021

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Signing Page

Executed by the parties as a deed on the date earlier specified.

Executed for and on behalf of **BANYULE CITY COUNCIL** by authority of the Chief Executive Officer or Director

Name:

Title:

Chief Executive Officer or Director:

THE COMMON SEAL of the **NILLUMBIK SHIRE COUNCIL** was affixed hereto on the day

...../...../ 2021

on the authority of the Council and signed by:

Councillor:

Chief Executive Officer:

THE COMMON SEAL of **WHITTLESEA CITY COUNCIL** is affixed in the presence of:

Administrator:

Chief Executive Officer:

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Annexure A

SCHEDULE 1

STATEMENT OF COUNCIL AND REGIONAL LIBRARY ASSETS

Part A

Council Assets provided for Regional Library Use:

All building fixtures and fittings as purchased by a Council

All structural elements of each library building, including plumbing, heating and air conditioning systems, hot water supply

Located at:

Banyule City Council

- (a) Ivanhoe Library and Cultural Hub (ILCH)
275 Upper Heidelberg Road
Ivanhoe 3079
- (b) Rosanna Branch Library
72 Turnham Avenue
Rosanna 3084
- (c) Watsonia Branch Library
4-6 Ibbottson Street
Watsonia 3087

City of Whittlesea Council

- (a) Lalor Branch Library
2A May Road
Lalor 3075
- (b) Mill Park Branch Library
394 Plenty Road
Mill Park 3082
- (c) Thomastown Branch Library
52 Main Street
Thomastown 3074
- (d) Whittlesea Branch Library
Whittlesea Community Activity Centre
57-61 Laurel Street
Whittlesea 3757

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Nilumbik Shire Council

- (a) Diamond Valley Branch Library
Civic Drive
Greensborough 3088
- (b) Eltham Branch Library
Panther Place
Eltham 3095

Part B

Regional Library Assets:

Loose furniture including shelving

Books and other library materials

Computer hardware

All other Regional Library assets, as defined by the Library asset register

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Annexure B

SCHEDULE 3 ROTATION OF CHAIR

For the twelve month period commencing:

2021

Chair:	City of Whittlesea
Deputy Chair:	Shire of Nillumbik

2022

Chair:	Shire of Nillumbik
Deputy Chair:	City of Banyule

2023

Chair:	City of Banyule
Deputy Chair:	City of Whittlesea

2024

Chair:	City of Whittlesea
Deputy Chair:	Shire of Nillumbik

2025

Chair:	Shire of Nillumbik
Deputy Chair:	City of Banyule

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KEY

- 1 New concrete steps to St Hellier Street
- 2 New concrete circuit path (1800mm wide)
- 3 Existing accessibility ramp
- 4 Proposed Australian native shade trees
- 5 Proposed ramp lookout & nature play elements
- 6 Swings, seating and nature play elements
- 7 Proposed nature play tower with climbing & slides
- 8 Proposed shelter with picnic settings, BBQ, drinking fountain, bins & bike-racks.
- 9 Proposed multi-purpose court (netball/basketball) with hit-up wall
- 10 Integrated cricket practice pitch (informal use, indicative layout only)
- 11 New circuit path with seating
- 12 New concrete steps to Alfred Street
- 13 Planted embankment (1:3)
- 14 Proposed post & pipe fence set back from path
- 15 Improved irrigation, drainage, turf and sports lighting
- 16 Joint pedestrian and vehicle access
- 17 Proposed football officials area
- 18 New footpath (1500mm wide, upper & lower)
- 19 Proposed new path connection & kerp ramp at Leonard St intersection
- 20 New 1000mm high black mesh fence
- 21 New steps from pavilion
- 22 Additional Australian native shade trees
- 23 Existing high fence behind goals
- 24 Low planting on western boundary (max 700mm H)
- 25 Proposed pavilion upgrade (indicative plan only)
- 26 New public toilets facing street (indicative plan only)
- 27 Proposed additional area for Centre accessibility ramp
- 28 Replace existing fence with new child care fence
- 29 Existing cricket nets to be removed.
- 30 Proposed fitness/exercise station

**JAMES RESERVE
HEIDELBERG HEIGHTS
LANDSCAPE MASTER PLAN**

Client Banyule City Council	Date 24.09.20	Scale 1:600@A3
Drawing No. 3A_19249_MP01	Revision E	

NOTES:
 1. The proposed design will comply with all relevant DDA standards and benchmarks.
 2. Playground fencing will be considered as a function of the detailed design.



HEIDELBERG ACTIVITY CENTRE KEY DIRECTIONS



APRIL 2021



WHAT'S HAPPENING

NORTH EAST LINK

The North East Link (NEL) will be one of Victoria's largest road transport projects, providing a new link between the northern and eastern suburbs of metropolitan Melbourne. Heidelberg will become a regionally accessible Major Activity Centre.

BULLEEN PRECINCT LAND USE FRAMEWORK PLAN

The plan gives a vision for a healthy river and environment, a thriving arts and cultural scene and connected people and places, including to the Heidelberg Activity Centre.

SUBURBAN RAIL LOOP

The Suburban Rail Loop (SRL) will be a 90km orbital rail tunnel that will connect every major metropolitan rail line. Of the proposed new stations, one of them is set to be located within the Heidelberg Activity Centre. This will establish Heidelberg as a truly accessible transport hub in a metropolitan context.

HEALTH PRECINCT

Heidelberg's medical precinct is of State significance and the second largest centre in Melbourne outside Parkville and worth \$1.3 billion in economic output. Planning for future growth of the precinct is emerging as a key issue. Increasing growth and demand for development has placed considerable pressure on the Heidelberg Medical Precinct, resulting in the need to improve the level of access to public spaces for workers and visitors to the precinct.

CREATING A VISION FOR HEIDELBERG

The Heidelberg Structure Plan will set a new vision and plan for the Activity Centre that will facilitate a more vibrant and attractive centre with improved public realm, that will foster creative and meaningful connections, through enhanced walkability along safer pedestrian networks.

New developments will be well designed to positively interact with the surrounding public realm. While preferred character will balance growth and improve the greening, sustainability and resilience of the Activity Centre.

HEIDELBERG STRUCTURE PLAN

The Heidelberg Structure Plan will guide future growth and development within the activity centre. Key focus areas of the Structure Plan include; balancing growth and the impact of future transport projects, planning for continued growth of the allied health precinct, economic growth and job creation, connection between existing precincts and spaces, new sites for public and civic uses, and fostering a diverse economy.



COMMUNITY

5,000

The Heidelberg Major Activity Centre (HMAC) has increased in population to likely exceed 5,000 total residents.

YOUNG

Younger resident population, with parents and homebuilders representing the largest age structure group.

25%

25% of workers live in the same area as their place of employment (City of Banyule).

20%

The HMAC has accommodated approximately 20% of the City of Banyule's recent population growth.

140

Residents come from over 140 countries and around 120 different languages are spoken (City of Banyule).

43%

Highly skilled, 43% of residents have a Bachelor degree or higher.

54.5%

In Heidelberg, 54.5% of the dwellings were medium or high density, compared to 33% in Greater Melbourne.

5.3%

Lower than average levels of unemployment (5.3% in 2016).

BUSINESS

31%

The HMAC accounts for over 31% of the City of Banyule's total employment offering and is the municipality's largest economic node.

+317

From 2011-2019 the HMAC experienced significant growth in professional services (+77 jobs), health and social assistance (+180 jobs) and a range personal services (+60 jobs).

25%

From 2011-2019, the health care employment growth within the HMAC comprised 25% of all new job growth in Banyule LGA.

\$2.3B

Approximately \$2.3 billion of economic output in 2019 was generated, equating to 18% of the municipality's output.

TWO

Two distinct economies in the Health precinct and the Burgundy and Bell Street Corridor precincts.



WHAT WE'VE HEARD

From February to April 2020, Council engaged Place Score to understand what matters most. We asked what matters most to the Heidelberg community, providing us with invaluable guidance to help focus on what will make the centre more livable. Over 760 responses were provided to Council, which highlighted the following key values and themes.



ONE

Walkable, cyclable, and convenient

Active transport connections from home to a vibrant and diverse economy.



TWO

Surrounded by pristine nature

A neighbourhood which uses natural features as a point of difference and celebrates and protects nature and landscapes.



THREE

Built to last

A neighbourhood with well maintained, high quality open spaces that will stand the test of time.



FOUR

Safe for all

A neighbourhood where all can feel safe.

The full findings are available at:
https://shaping.banyule.vic.gov.au/download_file/2165/799

KEY DIRECTION 1:

GOOD DESIGN



Balance growth and preferred character while ensuring best practice, yet locally appropriate controls, foster innovation and provide a level of certainty.

This will be achieved by:

- Ensuring that built form recommendations are informed by best practice principles and standards, through applying precinct specific design guidelines that respond to the site context.
- Ensuring development positively contributes to the public realm and is in keeping with preferred future character, by applying precinct specific design guidelines aimed at creating a consistent and high-quality streetscape.

- Incorporating greening and landscaping in buildings where appropriate, including in front of and in between new buildings, to contribute to the overall streetscape environment and public realm.
- Identifying sites that are appropriate for civic uses to give the community greater access to shared spaces and public facilities.
- Developing robust policy and controls that facilitate growth in appropriate locations, along with requirements that ensure development responds to the local context.
- Ensuring new development respects the valued existing views within and around the Centre and responds accordingly to protect these view lines.

For more information refer to: *Heidelberg Activity Centre Built Form Review, Ethos Urban 2021*



KEY DIRECTION 2:

ENHANCED CONNECTIVITY

Improve connectivity, accessibility and active transportation to ensure a safe and connected Activity Centre.

This will be achieved by:

- Improving and enhancing key pedestrian routes to address identified accessibility gaps across Heidelberg.
- Improving the walkability of the area through upgrades to the existing public realm infrastructure, that fosters increased pedestrian connectivity, safety, amenity and security. This could include footpath treatments, signage, shelter and vegetation.
- Enhancing cycling links to cater for increased demand by providing dedicated cycling lanes, grade separation from vehicles, more crossing points and reduced speed limits.
- Identifying options to improve accessibility between the Activity Centre and the surrounding area, both physically and visually through improved way-finding.
- Improving pedestrian and bicycle connection along Yarra Street, from the main Yarra River Trail to Heidelberg Station.

For more information refer to: Heidelberg Activity Centre Movement and Place Plan, Movement and Place, 2021

KEY DIRECTION 3:

STRONG PROSPEROUS ECONOMY

Support a diversity of commercial activity in Heidelberg, to attract visitors and workers to the centre that encourages and fosters greater place activation.

This will be achieved by:

- Supporting the growth of the Hospital Precinct. A guiding development framework for the precinct would assist in addressing long term land supply and access needs.
- Supporting Heidelberg's existing commercial strengths, by nurturing the Centre's identity as a place for food, services and niche retail. Urban design treatments that facilitate new business in different precincts will further encourage and support economic growth.
- Expanding the Centre's commercial catchment, by leveraging off future high-density development, with safe pedestrian and cycling links between new development and established commercial areas.
- Supporting existing retailers to adopt e-commerce platforms, such as hybrid activities including click and collect infrastructure.
- Planning for an uplift in accessibility with the future North East Link, which will boost accessibility along Bell/Banksia Street and strengthen the attractiveness of the Centre as a commercial office precinct.
- Enhancing the Centre's attractiveness as a destination and retail place, by improving the quality of the public realm, expanding the role of the Centre as a community anchor point, and as a destination for regional dining and services.



For more information refer to: Heidelberg Major Activity Centre Economic Review, 2020.

PARKLETS

Temporary outdoor dining spaces have popped up in Burgundy Street. These parklets are to support the COVID19 recovery of businesses. They also show how the streets can be reclaimed for people, improving amenity and bringing life into our public spaces.

KEY DIRECTION 4:

VIBRANT AND ACTIVE PLACES



Provide attractive, safe and engaging places for people to gather and connect.

This will be achieved by:

- Supporting walking as the primary means of access and movement within the Centre and by encouraging pedestrian activity in public spaces.
- Providing pedestrian friendly streetscapes that are dynamic, support street life and are places for social interaction and recreation.
- Improving open spaces to encourage a diversity of opportunities for passive and active recreation, social and community activities, visual relief, wildlife habitat, stormwater management, and to enhance the strong visual links with the Yarra Valley.
- Seamlessly integrating the public realm with public transport and cycling infrastructure.
- Requiring new development to consider 'best practice' standards in good design, to contribute to the attractiveness and safety of the street.
- Protecting views around the Centre to protect its attractive outlook and overall character.

POP-UP PARK

A pop-up park is being piloted in central Burgundy Street between April and June 2021. An attractive, fun and interactive space for all, it will test community support for a permanent, village square style park in the heart of Burgundy Street.

For more information refer to: Heidelberg Activity Centre and Medical Precinct Public Realm Strategy, 2019 and Heidelberg Activity Centre Built Form Review, 2021

KEY DIRECTION 5:

ENVIRONMENTALLY SUSTAINABLE AND RESILIENT



Improve environmentally sustainable designs and outcomes, in both new development and on the street.

This will be achieved by:

- Protecting and conserving the natural environment while promoting sustainability within the public realm.
- Encouraging new development to incorporate landscaping, including vertical gardens wherever possible, to contribute to the overall greening of the streetscape.
- Incorporating Environmentally Sustainable Design principles into all new building designs that will also improve the health and comfort of buildings.
- Improving streetscape amenity and urban cooling by planting more trees, vegetation and street climbers that provide shade, contributes to the attractiveness of the street and links the retail core to nearby parklands.
- Encouraging modes of active transport, such as walking and cycling, by improving infrastructure, to foster healthy and resilient communities.

For more information refer to: Heidelberg Activity Centre and Medical Precinct Public Realm Strategy, 2019 and Heidelberg Activity Centre Built Form Review, 2021

OPPORTUNITIES

PREPARING THE

HEIDELBERG ACTIVITY CENTRE

STRUCTURE PLAN



The Heidelberg Structure Plan will provide recommendations to facilitate the future growth and development of the Heidelberg Activity Centre, by:

- Creating a vibrant, attractive centre for residents, workers and visitors.
- Providing a public realm that fosters creative and meaningful connections to place.
- Improving the walkability of the centre, whether during the day or at night through well-designed, comfortable, legible and safer pedestrian networks.
- Inspiring and building capacity in the community to celebrate the place's local character, heritage and identity through place making initiatives.
- Recognising the important role of Heidelberg as a major metropolitan health precinct, business and employment centre and use the structure plan as a 'prospectus' to influence a diverse and sustainable mix of land use and investment.
- Ensuring new developments, regardless of scale, are well-designed, sustainable and contribute to a positive architectural legacy for the centre.



Note: The red dots above are indicative only, and do not represent specific locations or projects



BE INFORMED

The Heidelberg Structure Plan will be based on the foundation of extensive background work that has recently been undertaken.

This document reflects the findings and recommendations from the following Studies:

- Liveability Study, PlaceScore 2020
- Heidelberg Activity Centre Built Form Review, Ethos Urban 2021
- Heidelberg Activity Centre Movement and Place Plan, Movement and Place, 2021
- Heidelberg Activity Centre and Medical Precinct Public Realm Strategy, SJB 2019
- Heidelberg Major Activity Centre Economic Review, Charter Keck Cramer, 2020

These Studies can be viewed at:

<https://shaping.banyule.vic.gov.au/HeidelbergSP>

BE INVOLVED

There will be many opportunities in the coming months to be involved in shaping the new Structure Plan, including community information sessions, workshops and surveys. Details will be on Shaping Banyule.

If you would like further information, please email Strategic.Planning@banyule.vic.gov.au

This Key Directions will support more community engagement over the next 2 months and help shape the draft Structure Plan. We will be seeking submissions to the final draft Structure Plan in August following a period of formal public consultation. Follow the project on Shaping Banyule for upcoming information sessions, workshops and further opportunities to have your say.



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ABN 16 456 814 549

Version 6.00 – Draft April 2021

Road Management Plan



banyule.vic.gov.au

Schedule of Changes & Amendments

Version	Date	Changes/Amendments
V1.00	6/12/2004	Version 1 adopted by Council.
V1.00	9/12/2004	Notification of adoption in Government Gazette.
V1.01	25/11/2005	Revision 1 of Version 1 amendments adopted by Council.
V1.01	8/12/2005	Notification of adoption of amended plan in Government Gazette.
V2.00	14/11/2007	Version 2 amendments adopted by Council.
V2.00	28/02/2008	Notification of adoption in Government Gazette.
V3.00	29/06/2009	Version 3 amendments adopted by Council.
V3.00	14/05/2009	Notification of adoption in Government Gazette.
V4.00	17/06/2013	Version 4 amendments adopted by Council.
V4.00	27/06/2013	Notification of adoption in Victorian Government Gazette.
V5.00	26/06/2017	Version 5 amendments adopted by Council.
V5.00	13/07/2017	Notification of adoption in Victorian Government Gazette.
V6.00	12/04/2021	Draft Version for Council Meeting

- NB: 1. Primary number changes to Versions (e.g. V1.00 to V2.00) will be made when the document undergoes its regular review and when significant changes are made to standards and guidelines for inspections, intervention levels or work
2. Secondary number changes (e.g. V1.00 to V1.01) will apply to minor amendments that do not materially impact the document and are intended only to clarify or update issues.

Road Management Plan

Human Rights Statement

In accordance with section 28 of the Charter of Human Rights, the Road Management Plan has been assessed as being compatible with the human rights protected by the charter.

The Road Management Plan meets the legislative responsibilities of the Road Management Act and defines how Council will manage and maintain infrastructure assets within road reserves. This assessment is based on a Statement of Compatibility of the Human Rights protected by the Charter that are relevant to the Policy.

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Executive Summary

Banyule City Council is custodian of an extensive range of community assets that it provides to facilitate delivery of its services to the community. This includes the roads that it holds responsibility for under the *Road Management Act 2004*.

The Banyule City Council "Register of Public Roads" provides additional details of each of the roads for which Council is responsible.

The Road Management Plan has been developed to manage Banyule's municipal road system, taking into consideration the important links provided by the State road network and assists Council to cater for the needs of those who reside within the City or visit its many attractions.

The key elements of the Plan include:

- The Register of Public Local Roads for which Council is responsible
- The systems and procedures that Council uses to manage maintenance and renewals of its public road network
- Schedules of maintenance standards used by Council.

Included are details and schedules for:

- **Hierarchy classification of all roads, streets and pathways** - based on their specific function, types of users and user numbers
- **Levels of service** (acceptable or tolerable condition of the asset) - determined by the hierarchy classification and the available funding
- **Inspection regimes** – the types and frequency of inspections in order to detect defects when they reach the stage of requiring maintenance intervention
- **Maintenance activities** - outlining the various types of routine maintenance and the performance standard of each activity
- **Defect intervention levels** - relating to the defect type, indicating the point at which remedial action is required
- **Response times** - the target response times for completing remedial work once the defect has been detected.

The hierarchy classifications, levels of service, inspection regimes, defect intervention levels and response times are primarily determined by the risk associated with each of the elements. Risk management principles are utilised to prioritise maintenance and capital works programs.

The respective rights of Council, ratepayers, residents and the general public have been considered in the preparation of this Plan. There are also obligations of road users under the Act, which requires that they exercise personal responsibility for their own and other's safety and interests

The Road Management Plan is to be read in conjunction with Banyule's Asset Management Policy and Strategy, which is also available at Council Offices and Service Centres and on Council's website.

1. Introduction

The Road Management Plan is a document which describes management arrangements for road assets within the road reserve for which Council is responsible.

1.1 Terms and definitions

Road	as defined in the <i>Local Government Act 1989</i> and includes a street, right of way, cul-de-sac, by-pass, bridge or ford, pathway, bicycle path, nature strip, culvert, kerbing or other land or works forming part of the road.
Public Road	as defined in the <i>Local Government Act 1989</i> and includes a street, right of way, cul-de-sac, by-pass, bridge or ford, pathway, bicycle path, nature strip, culvert, kerbing or other land or works forming part of the road.
Arterial Roads	are Highways & Declared Main Roads which are managed by the State Road Authority.
Municipal Roads	are roads for which the municipal council is the responsible Road Authority. The <i>Road Management Act</i> imposes specific duties on a council with respect to the inspection, repair and maintenance of its municipal public roads which are those that are reasonably required for general public use.
Other Roads	include roads in State forests & reserves, and roads on private property. The municipal council is not responsible for the care and maintenance of these.
Asset	Is an item owned and/or managed by Council.
Hierarchy	A framework for segmenting an asset base into appropriate classifications.
Asset Management	The combination of financial, economic, engineering management and other practices provided to maintain an asset at the required level of service.
Components	Individual parts of an asset.
Replacement	The cost of replacing the service potential of an existing asset, by reference to some measure of capacity, with an appropriate modern equivalent asset.
Geographic Information System (GIS)	A computer based mapping system used to manipulate, analyse and present information that is tied to a ground location.
Level of Service	Service level is standard to which an asset is maintained and relates to the quality, quantity, reliability, responsiveness, environmental acceptability and costs of related activities.
Maintenance	Activities necessary to retain an asset as near as practical to its original condition for it to reach its expected life. <ul style="list-style-type: none"> • Periodic – sustains the design life of an asset. • Routine/Programmed – condition monitoring activities used to predict failure. • Preventive – reactive maintenance through notification of defects.
Pavement Management System (PMS)	An asset management (AM) system designed to model road condition data and provide the outputs for managing annual and long term maintenance activities.
Performance	A measure of a service or activity used to compare actual performance against a standard.
Rehabilitation	Works to rebuild or replace parts or components of an asset, to restore it to a required functional condition and extend its life, (i.e. heavy patching of roads) without significant upgrading or renewal.
Renewal	Works to refurbish or replace existing facilities of equivalent capacity or performance quality.
Repair	Action to restore an item to its previous condition after failure or damage.
Replacement	Replacement of an asset that has reached the end of its life to an agreed level of service.
Risk Assessment	The process used to determine the level of risk against predetermined standards.
Risk Management	A management technique used to identify and analyse potential risks and responses.
Road Register	A detailed listing of roads for which Council (the Responsible Authority) is responsible for maintaining.
Strategy	A plan containing the long-term goals and strategies of an organization or function.

1.2 Legislative Basis for the Plan

This Municipal Road Management Plan has been prepared in accordance with the following Acts:

- *Local Government Act 1989 & 2020*
- *Road Management Act 2004.*
- *Road Management (General) Regulations 2016 (Vic)*
- *Road Management (Works and Infrastructure) Regulations 2015 (Vic)*

1.3 Purpose of the Plan

The purpose of the Road Management Plan is to establish a management system for Council to inspect, maintain and repair its public roads based on policy and operational objectives having regard to available resources.

It also sets the relevant standard in relation to discharge of duties in the performance of those road management functions.

1.4 Key Stakeholders

The key stakeholder are users of the road network who have a vested interest in management of roads and associated road infrastructure assets.

2. Responsibilities

The Road Management Plan concentrates on Council's assets and responsibilities within the road reserve.

The following section lists the assets located within the road reserve covered by the Road Management Plan and broadly outlines maintenance and management responsibilities. The demarcation issues between Road Authorities and Service Utilities who use the road reserve are incorporated in the Banyule Road Register.

2.1 Local Road Network – Council Responsibility

Banyule City Council is the 'Co-ordinating Road Authority' for municipal roads within its boundaries and is responsible for their care and management.

Council must ensure that if a road is required for public traffic, and therefore kept open for public use, Council may carry out work on the road. Council is not obliged to do any specific work on the road and in particular is not obliged to carry out any surface or drainage work on an unmade road.

Council is responsible for:

- Road Pavement
- Road Surface
- Footpaths and Pathways within the road reserve
- On-road Bicycle Lanes
- Off-road Bicycle Shared Paths within the road reserve
- Surface Drainage
- Traffic Management devices including line marking and regulatory traffic signs
- Bridges and Culverts
- Street Trees, Roadside Vegetation
- Upgrading and installing new street lights (standard)

- Guardrails and other safety features within the road reserve
- Retaining walls within the road reserve

Figure 1 outlines Council's responsibilities within the road reserve.



Note: Shared footpath/crossover may require residents' contribution to maintain and renew

Figure 1. Responsibilities within the Road reserve.

Council is not responsible for:

- **Vehicle crossovers & driveways** for that portion of a vehicle crossing, other than the footpath, located between the carriageway and the property boundary is the responsibility of the adjoining property owner to maintain.
- **Nature strips & infill areas within urban areas** which are those residual areas between the edge of the road or back of the kerb and the property boundary not occupied by the pathway and private road crossings. These are normally sown with grass with responsibility for maintenance of the grass and any depressions generally being left to the adjoining property owner
- **Single property stormwater drains** that are constructed within the reserve from the property boundary to a discharge outlet in the kerb or into Council drain. They are there to benefit the property and as such are the responsibility of the owner of the property being served to maintain
- **Any Nature strip works** on the road reserve are the responsibility of the property owner/occupier and must follow any relevant Council local laws or directions.
- **Street lighting** will be dealt with in coordination with the utility supplier.
- **Private roads** driveways, laneways and car parks (Common Property) associated with private developments
- **Rail crossings** and associated structures (bridges) subjected to railway interface agreements
- **Service Authority temporary/permanent reinstatements** to the road and pathways and other road reserve assets organised by the authority directly
- **Service Authorities Assets** - Utility assets such as service pits (communications, water, sewerage, gas, electricity)
- **Crown and Service Authority Land/Easements** – for example, Department of Environment, Land, Water and Planning (DELWP), Melbourne Water unless specified in a Road Register

- **Other Road Authorities' Assets**

Regardless of its maintenance obligations, Council has a duty of care and will as far as practicable notify the relevant utility or authority where a defect has been identified. Council may also serve a notice on a property owner to have defects repaired within a given period.

2.2 Arterial Roads

Responsibilities for Arterial Roads are divided between Department of Transport and Council.

Pathways and service roads along Arterial Roads are the responsibility of Council ('back of Kerb'). Median strips, kerb and channel, main thoroughfare, intersection and road signage and other are the responsibility of Department of Transport. This is depicted in **Figure 2**.



Figure 2. Operational Responsibility on Arterial Roads

The City of Banyule deems to be the responsibility of Department of Transport all Structural assets associated with a main road such as embankments, retaining walls, sound barriers, cuttings, etc.

2.3 Freeways

Department of Transport is the coordinating road authority and the responsible road authority for the whole of the road reserve of a freeway. This includes entry and exit ramps; other roads and pathways; and any road-related infrastructure (e.g. fences, noise walls) that are part of the freeway. Department of Transport is generally the responsible road authority with respect to all bridges on, over or under freeways.

2.4 Non Standard Road Infrastructure

Non-standard and ad hoc infrastructure constructions in existence prior to the introduction of the *Road Management Act 2004* are deemed as required assets. Historically, these assets were constructed to service community needs and are required to be maintained to the existing level of service they provide.

Examples of these assets include the construction of steps for connectivity where roads have been constructed on different levels due to terrain; steel plates at property entry points (driveways, installed in most cases by residents) where cars are 'bottoming out'. Other non-standard assets may be included as Council is made aware of them through its Customer Request, Reactive Maintenance program or Risk Management process.

2.5 Assets Not Included in the Road Management Plan

- Street Furniture
- Non Traffic Management Street Signs
- Street Lighting
- Entry roads that lead into parks, reserves, car parks, etc.
- Facility car parks such as pavilions, activity centres etc.
- Pathways, walkways, shared paths, furniture and lighting in reserves/parks and associated Council buildings but not within the road reserve
- Underground drainage is considered under a separate Asset Plan
- Car Parks that are not within the road reserve.

2.6 Bicycle Path Network

Under the *Road Management Act 2004*, where a bicycle path forms part of a road which is on Council's Public Road Register, on the shoulder of the road, or on a footpath adjacent to one of these roads, Council has a statutory duty to inspect and maintain such pursuant to Section 40 of the *Road Management Act*. This covers On-Road bicycle lanes and also parts of Off-Road Pathways that lie within the road reserve. Maintenance management arrangements are outlined within this Road Management Plan.

2.7 Special Charge Scheme

As provided by the *Local Government Act 1989*, future construction of unmade roads are to be carried out under a Special Charge Scheme. Under this scheme, the abutting property owners are required to contribute to the full costs of its construction.

3. Obligations of Road Users

3.1 General Usage

Section 17A of the Road Safety Act 1986 provides that:

- A person who drives a motor vehicle on a highway must drive in a safe manner having regard to all the relevant factors, including (without limiting the generality) the
 - physical characteristics of the road
 - prevailing weather conditions
 - level of visibility
 - condition of the motor vehicle
 - prevailing traffic conditions
 - relevant road laws and advisory signs
 - physical and mental condition of the driver.
- A road user other than a person driving a motor vehicle must use a highway in a safe manner having regard to all the relevant factors
- A road user must
 - have regard to rights of other road users and take reasonable care to avoid any conduct that may endanger the safety or welfare of other users
 - have regard to the rights of the community and infrastructure managers in relation to road infrastructure and non-road infrastructure on the road reserve and take reasonable care to avoid any conduct that may damage road infrastructure and non-road infrastructure on the road reserve
 - have regard to the rights of the community in relation to the road reserve and take reasonable care to avoid conduct that may harm the environment of the road reserve.

3.2 Memorandum of Consent (MOC)

Council requires to issue an MOC where a member of the public or organisation proposes to undertake activities within the road reserve that may in any way impede access by the public or interfere with road infrastructure.

Codes of Practice and Regulations for access by service utility organisations have been developed by Department of Transport.

4. Register of Public Roads

4.1 Public Road Register

Council has a register of public roads to record the details of the public roads, and ancillary areas, for which it is responsible. The register of public roads is available for inspection by the public at each of Council's Customer Service Centres and Council's website,

The Road Register will be updated with the following as information becomes available:

- Date a road ceased to be a public road
- Plans and other reference documents
- Identification of ancillary areas
- Ministerial directions/designated road projects.

4.2 Shared Municipal Boundary Roads

The City of Banyule shares boundary roads with both the Shire of Nillumbik and the City of Darebin. **Appendix 6** is a schedule of the roads and structures which are on the municipal boundaries. It lists the Maintenance Authority for each road or structure, being that Council that by mutual agreement has accepted the responsibility to maintain the asset.

5. Management of Municipal Road Assets

5.1 Road Hierarchy

All roads within the municipal road network are classified according to a hierarchy that takes into account their specific function and vehicular traffic volumes.

The hierarchy classification is used to assist in prioritising works programs and also intervention responses to remedy defects. The following table defines the hierarchical system used:

Category	Function Description
Level 1 Sub-Arterial Roads and Industrial Roads	<ul style="list-style-type: none"> • Generally carries 10,000 – 15,000 vehicles/day. • These carry heavy volumes of traffic including commercial vehicles and also provide the principal routes for traffic flows in and around the municipality. • Supplement the arterial road system within a Local Traffic Area. • Connector between arterial roads & lower order streets. • Caters for, but may restrain, Service & Heavy Vehicles. • Provides access to significant Public Services.
Collector and Distributor	<ul style="list-style-type: none"> • Generally carries 2,000 – 10,000 vehicles/day. • Carry significant volumes of traffic and provide access by linking residential areas to the arterial roads. • Carries heavy traffic. • Collect traffic from lower order roads. • Limited through traffic (not promoted or encouraged).

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Level 2 Residential Streets, Courts and Fully Constructed Right Of Ways (ROW)	<ul style="list-style-type: none"> • Generally carries less than 2,000 vehicles/day • Limited through traffic. • Carry local traffic. Their primary function is to provide access to private property
Level 3 Unsealed Roads, Partially Constructed and Unsealed ROWs	<ul style="list-style-type: none"> • Limited or No Through Traffic.
Private Access Roads & Common Property	<ul style="list-style-type: none"> • In private ownership therefore they are not a Council responsibility.

5.2 Pedestrian Pathway Hierarchy

Pathways within the municipal are classified according to a hierarchy that takes into account their specific function, types of users, pedestrian movement and potential risk.

The hierarchy classification is used to assist in prioritising works programs and also intervention responses to remedy defects.

The Road Register defines the locations of the Pedestrian Hierarchy.

Category	Function Description
Level 1 High Pedestrian Traffic	Shopping centres, hospitals, schools, elderly citizens, activity centres, transport interchanges and any other high pedestrian traffic areas
Level 2 Low Pedestrian Traffic	Main roads, residential streets, industrial areas, and around recreation reserves (within the road reserve).

6. Standards for Construction, Upgrading, Renewal & Refurbishment

The standards for construction of new local roads and pathways and for the expansion, upgrading, renewal and refurbishment of existing local roads and pathways will be in accordance with the standards and specifications adopted by Council in any particular instance.

Generally the standards for construction, renewal and refurbishment will be based on the existing built standards taking into account the environmental sensitivities of matters such as established street trees and historical/heritage features, road safety and traffic management requirements.

The following are the key reference documents:

- Banyule City Council Standard Drawings – this provides details of kerb profiles, pits, drains, crossings, retaining walls and miscellaneous structures. This can be found on Banyule City Council's website.

7. Road Maintenance Management

As a road authority, Council has a duty of care to road users and the community to maintain all public roads for which it is responsible in a safe condition and to specified maintenance standards. Council must also meet community expectations having regard to relevant government transport and other policies, and available funds.

The Maintenance Management System for the municipal road network infrastructure within the City of Banyule is a combination of standards, codes, guidelines and data management systems.

7.1 Maintenance Levels of Service

Levels of service for maintenance of the road network take into account:

- Community views and values through the Road Management Plan advertising and gazettal process
- Industry standards
- The need to provide a road network that is safe for all users
- Ability of Council to fund maintenance activities.

The Road Management Plan, establishes schedules of maintenance for different categories of public roads & pathways for which Council has operational and/or maintenance responsibility. The specific intervention levels and maintenance standards for roads and pathways are outlined in **Appendices 4 and 5**.

The hierarchy of roads and pathways is used as the basis for determining the various standards across the road network in line with relevant risk factors, while having regard to the type, volume and nature of road usage.

Banyule carries out routine maintenance programs for the road and footpath networks by Maintenance Areas to enable efficient work practices and to maximise resources.

7.2 Inspection Process

Survey and inspection processes are required for competent management of the road network assets. A four-tier inspection regime covering safety, incidents, defects and condition has been implemented.

The Inspection process upon receiving a customer request about a potential defect is outlined in **Appendix 1**.

Inspection requirements and their frequencies have been developed taking into account, among other things:

- The type of road infrastructure, and the volume and nature of road usage
- The scope of inspection
- Community expectations
- Any relevant risk factors
- Resource availability and the competing demands for those resources.

These are outlined in **Appendices 2 and 3**.

7.3 Risk Assessment & Prioritisation of Remedial Works

The consequences of asset failure can include loss of revenue, inconvenience to the community, loss of service and trade. It is not possible for Council to address all defects and eliminate all risks. However, risks may be identified and minimised by regular inspections and setting of clear priorities.

All types of defect likely to be found in the road reserve were evaluated and a risk assessment undertaken that considered both likelihood and consequence. The details of this analysis are shown in the Asset Assessment and Safety Inspection Manual.

7.4 Exceptional Circumstances

Under the Emergency Management Act 1986 Council is required to have a Municipal Emergency Management Plan. Through this Plan, it has a responsibility to plan for and provide assistance to emergency services and the community during an emergency (fire and floods etc.) or natural disaster. In the event of an emergency or natural disaster, and there is a lack of Council staff or suitably qualified Contractors, in reliance upon Section 83 of the Victorian Wrongs Act, 1958, Council reserves the right to suspend compliance with its Road Management Plan.

In the event that the Chief Executive officer of Council has to, pursuant to section 83 of the Wrongs Act, consider the limited financial and other resources of Council and its other conflicting priorities, meaning Banyule's plan cannot be met (upon advice from, for example, the Business Continuity Manager, Risk Manager, MERO, or Manager in charge of the Road Management Plan), he/she will write to the officer in charge of the Plan and inform him/her that some, or all of the timeframes and responses in Council's Plan, are to be suspended.

Once the events beyond the control of Council have abated, or partly abated, the Chief Executive Officer will write to the officer responsible for Banyule's Plan and inform him/her which parts of the Plan are to be reactivated and when.

7.5 Risk Management Implications

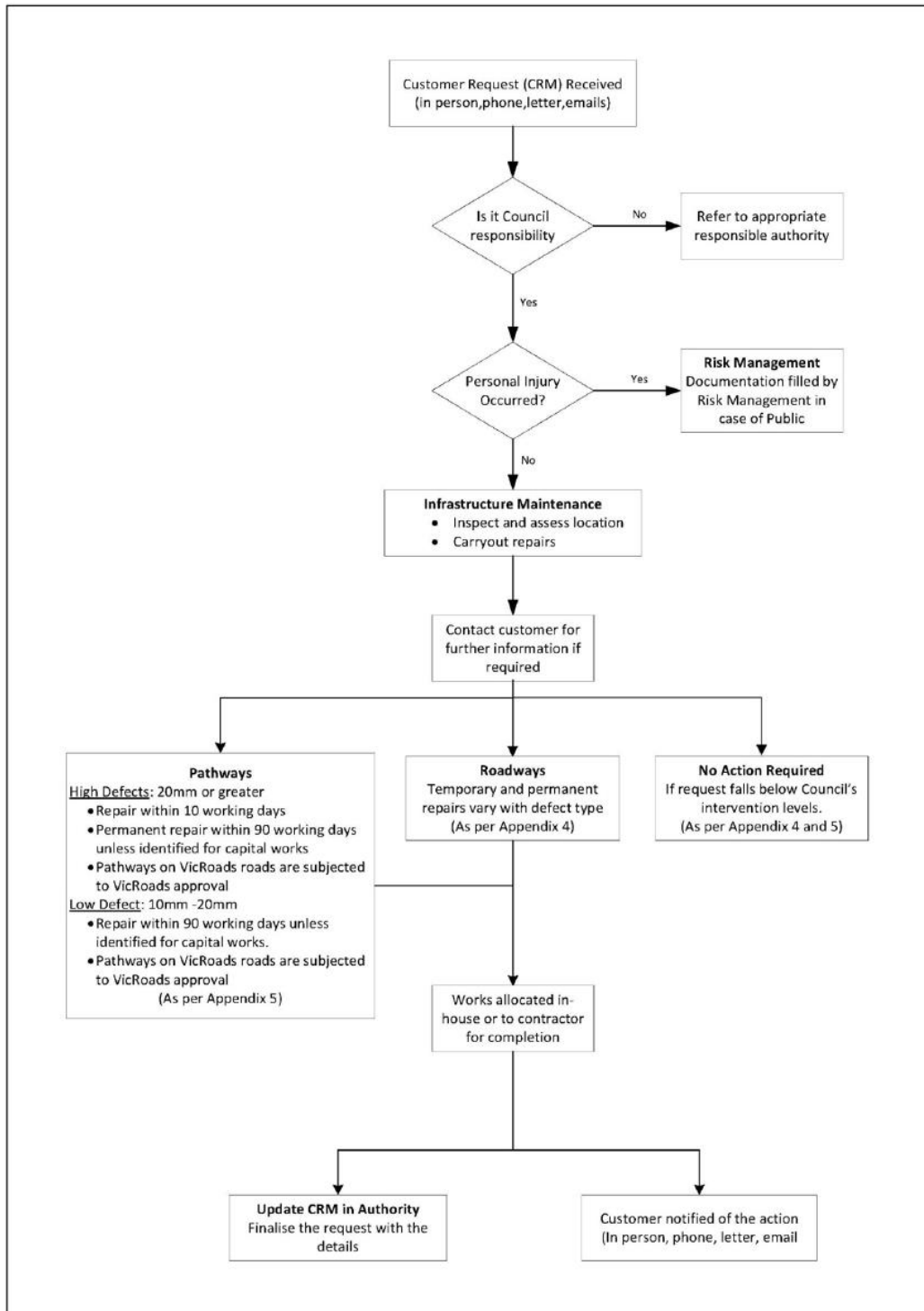
It is important to minimise exposure to risk, Council will endeavour to ensure that maintenance funding and performance is adequate to achieve the prescribed levels of service, including inspection regimes, intervention levels and response times. The Banyule community through Customer surveys has indicated an in-principle agreement to the existing level of service. The levels of service have been developed to match available budget funding levels.

7.6 Incident Claims

If a person proposes to commence a proceeding in a court based on a claim in relation to an incident arising out of the condition of a public road or infrastructure, the person must give written notice of the incident to the responsible road authority within the prescribed period of the incident occurring [section 115(1) of the *Road Management Act*].

8. Appendices

Appendix 1: Flowchart – Reactive Customer Request/Inspection Process



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Appendix 2: Inspection Requirements

Inspection Type	Purpose	Inspection Requirements	Reporting Requirements
Reactive Inspection	<ul style="list-style-type: none"> Reactive Inspections respond to Customer enquiries, council employees or any defect notifications. 	<ul style="list-style-type: none"> Council representative with an appropriate level of knowledge of road maintenance and experience will inspect all reported defects. 	<ul style="list-style-type: none"> Record date first reported: date inspected, inspector, location, required action and date of completion.
Incident Inspection	<ul style="list-style-type: none"> An inspection carried out to comply with the requirements of the <i>Road Management Act</i> [Part 6, Division 5 – Claims Procedure, section 116] and Civic Mutual plus (CMP) risk management practices. This inspection enables an incident condition report to be prepared for use in legal proceedings and to gather information to analyse the cause of accidents or incidents and the planning of road management and safety measures. 	<ul style="list-style-type: none"> Council representative with an appropriate level of knowledge of road maintenance and experience will inspect all reported defects. 	<ul style="list-style-type: none"> Record date first reported: date inspected, inspector, Location required action and date of completion. Specific Incident Report (SIR) required.
Programmed Defect Inspection	<ul style="list-style-type: none"> The intent of the Programmed Defect Inspections is to identify defects that may not be reported through Customer enquiries, council employees and occur 'between' Condition Inspections. Inspections undertaken in accordance with a formal programmed schedule to determine if the road infrastructure complies with the levels of service specified within the Road Management Plan. In addition, a notation must be recorded of any street/road inspected where no defect was apparent under the specific rigour of the inspection. 	<ul style="list-style-type: none"> Council representative with an appropriate level of knowledge of road maintenance and experience will inspect all reported defects. Inspection intervals depends on Hierarchy (refer to appendix 3) 	<ul style="list-style-type: none"> A record of each street/road is to be completed detailing the name of the inspector, the inspection date and a description of any defects that have been identified and require intervention as per the Road Management Plan. A record of the inspection is to be recorded on Council's Information Systems (for example, an Asset Management System or GIS) to enable the defect to be programmed for action with Council's routine maintenance work.
Condition Inspection	<ul style="list-style-type: none"> An inspection specifically to identify deficiencies in the structural integrity of the various components of the road infrastructure assets which if untreated, are likely to adversely affect the condition of the road network. Regular or periodic assessment, measurement and interpretation of the resulting condition data is required to determine the need for any preventive or remedial action to be programmed for the relevant treatment works. 	<ul style="list-style-type: none"> Inspection undertaken by external/ internal officer under the direction of a qualified engineer or experienced technical officer with knowledge in road construction and maintenance practices. Inspected every 4 years are the Roads, Footpaths, Kerb & Channel (pit lids, frames and lintels only), and On-Road and Off-Road Bicycle Lanes within the road reserve. 	<ul style="list-style-type: none"> A record of the inspection is to be recorded on Council's Information Systems (for example, an Asset Management System or GIS) to enable the defect to be programmed for action with Council's routine maintenance work.

Appendix 2: Inspection Requirements (Continued)

In addition to the road inspection requirements there is a specific inspection requirement for off-road bicycle paths within road reserves.

Management of shared bicycle and pedestrian paths is detailed in the Services Asset Management Plans - Roads and Pathways

Inspection Type	Purpose	Inspection Requirements	Reporting Requirements
Defect Inspection for Off-Road Bicycle Shared Pathway within Road Reserve	<ul style="list-style-type: none"> ▪ Defect Inspections will identify defects as specified in the RMP. 	<ul style="list-style-type: none"> ▪ Council representative with an appropriate level of knowledge and experience of safety requirements for cyclists will inspect all reported defects. 	<ul style="list-style-type: none"> ▪ Record date first reported: date inspected, inspector, location required action and date of completion.

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Appendix 3: Road Asset Inspection Frequencies

Asset Group Category		Programmed Defect Inspection Interval
Hierarchy	Sub-Category	
Roads, Kerb & Channel (pit lids, frames and lintels only) and On-Road Bicycle Lanes		
Level 1.	Sub-Arterial Roads, Industrial Roads, Collector and Distributor.	Once a year.
Level 2.	Residential Streets, Courts and Fully Constructed ROW's.	Once in 2 years.
Level 3.	Unsealed Roads, Partially Constructed and Unsealed ROW's.	Only by Customer Request.
Pedestrian Pathways and Off-Road Bicycle Shared Pathways within the Road Reserve		
Level 1.	High Pedestrian Traffic. <ul style="list-style-type: none"> Shopping centres, hospitals, schools, elderly citizens, activity centres, transport interchanges and any other high pedestrian traffic areas as per the "Footpath Register - Highest Usage Category". 	Once a year.
Level 2.	Low Pedestrian Traffic. <ul style="list-style-type: none"> Residential streets, industrial areas and around recreation reserves (within the road reserve). 	Once in 4 years.
Line marking - In conjunction with Roads		
Level 1.	Sub-Arterial Roads and Industrial Roads, Collector, and Distributor.	Once a year.
Level 2.	Residential Streets & Courts.	Once in 2 years.
Regulatory Signs - In conjunction with Roads		
Level 1.	Sub-Arterial Roads and Industrial Roads, Collector and Distributor.	Once in 2 years.
Level 2.	Residential Streets & Courts.	
Level 3.	Unsealed Roads only.	
Bridges/Major Culverts (within road reserves)		
All.	All.	Level 1 visual inspections – every year Level 2 structural inspection – every second year

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Appendix 4: Roadway Defect Intervention Levels including On-Road Bicycle Lanes

Activity	Defect Type	Road Cat.	Intervention Levels	Description of Work	Programmed Defect Inspection	Target Rectification Response Time
Customer Requests	All	Level 1	Intervention requirement is an inspection to assess the extent of the request and determine 'appropriate' action. Necessary remedial action is referred to the relevant works program.	Responding to requests for action.	Not Applicable	Inspect within 2 working days.
		Level 2				Inspect within 5 working days.
		Level 3				Inspect within 15 working days.
Emergency Repairs	All Defect Types.	All	<ul style="list-style-type: none"> Instigated by Customer Request (CRM). Repairs programmed by Inspecting Officer. 	Any urgent repairs (e.g. sink hole).	Not Applicable	Repair within 2 working days.
Pavement Defects	Potholes.	Levels 1 & 2	Repair when they exceed 50 mm in depth and 300mm in diameter.	Patch surface in roadway using bituminous material for sealed surfaces or suitable gravel for unsealed roads to restore the surface.	Yes	Repair within 10 working days.
	Edge Breaks, Edge Drop Offs and Sealed Shoulder repairs.	Levels 1 & 2	<ul style="list-style-type: none"> Undertake edge break repairs when edges have broken back in excess of 150mm laterally and greater than 5.0m in length. Undertake edge drop-off repairs – typically involving adding crushed rock to the unsealed shoulder when drop off is 50mm over a 10m length. 	Patch or repair road pavement surface and edge using bituminous material for sealed surfaces or suitable gravel for unsealed roads to restore the surface.	Not Applicable	Repair within 10 working days.

Note: All works are dependent on annual budget allocations.

Level 1: Sub-Arterial Roads, Industrial Roads, Collector and Distributor.

Level 2: Residential Streets, Courts and Fully Constructed ROW's.

Level 3: Unsealed Roads, Partially Constructed and Unconstructed ROW's.

*When repair is deemed beyond routine maintenance, permanent repair is referred to Capital Works Program.

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Appendix 4: Roadway Defect Intervention Levels including On-Road Bicycle Lanes (Continued)

Activity	Defect Type	Road Cat.	Intervention Levels	Description of Work	Programmed Defect Inspection	Target Rectification Response Time
Surface Defects	Cracking – Longitudinal, Transverse & Swelling/shrinkage	Levels 1 & 2	5mm to 15mm	Crack seal as required.	Not Applicable	Repair under capital works program
			Greater than 15mm	Repair surface defects. <ul style="list-style-type: none"> • Routine Patching up to 5 sqm in area. • Major Patching 5 to 40 sqm in area. • Greater than 40 sqm in area referred to Capital Works. 	Yes	
	Cracking - Block and Crocodile combined with pavement failure. Stripping and Delamination.	Levels 1 & 2	Greater than 10mm crack width, and 35 mm depression.	Repair surface defects. <ul style="list-style-type: none"> • Routine Patching up to 5 sqm in area. • Major Patching 5 to 40 sqm in area. • Greater than 40 sqm in area referred to Capital Works. 	Not Applicable	Repair within 10 working days.
Line Marking	Poor line marking visibility.	Levels 1 & 2	If line has less than 50% of original visibility.	Repair/restore effectiveness of line marking and raised pavement reflectors.	Yes	Repair within 90 working days
Deformation	Wheel Ruts, Depressions, Corrugations and Shoving.	Levels 1 & 2	When defect is 35mm in depth 750mm wide and/or greater than 6m long.	Repair surface defects. <ul style="list-style-type: none"> • Routine Patching up to 5 sqm in area. • Major Patching 5 to 40 sqm in area. • Greater than 40 sqm in area referred to Capital Works. 	Not Applicable	Repair within 10 working days.

Note: All works are dependent on annual budget allocations.

Level 1: Sub-Arterial Roads, Industrial Roads, Collector and Distributor.

Level 2: Residential Streets, Courts and Fully Constructed ROW's.

Level 3: Unsealed Roads, Partially Constructed and Unconstructed ROW's.

*When repair is deemed beyond routine maintenance, permanent repair is referred to Capital Works Program.

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Appendix 4: Roadway Defect Intervention Levels including On-Road Bicycle Lanes (Continued)

Activity	Defect Type	Road Cat.	Intervention Levels	Description of Work	Programmed Defect Inspection	Target Rectification Response Time
Unsealed Pavements (Level 3 Roads)	Poor condition.	Level 3	Inspect upon receiving a Customer Request (CRM); schedule remedial works as necessary.	Works as deemed necessary by Works Supervisor.	Not Applicable	Repair within 90 working days
Pavement Surface Drainage	Kerb and Channel blockage.	All	Where water flow along kerb and channel is impeded.	Unblock channel to enable free flow of water.	Not Applicable	Routine street sweeping.
	Kerb and Channel ponding.		Schedule works where defect: <ul style="list-style-type: none"> • Causes ponding greater than or equal to 10 metres • or covers 3 or more bays and cannot perform drainage operation. 	Restore channel to enable free flow of water.		Identified through CRM's Repair within 90 working days unless identified for capital works*
	Table drains		Inspect upon receiving a Customer Request (CRM); schedule remedial works as necessary.	Unblock drains to enable free flow of water.		Identified through CRM's Repair within 90 working days
	Pit blockages.		When water flow to the pit is impeded.	Clean pit to enable free flow of water.		Cleaned within 15 working days unless identified for major repairs.
	Pit lids, frames and lintels broken.		When missing, collapsed or broken.	Replace if missing, collapsed or broken.	Yes	Repair within 2 working days. Permanent repair within 60 working days unless identified for capital works*

Note: All works are dependent on annual budget allocations.

Level 1: Sub-Arterial Roads, Industrial Roads, Collector and Distributor.

Level 2: Residential Streets, Courts and Fully Constructed ROW's.

Level 3: Unsealed Roads, Partially Constructed and Unconstructed ROW's.

*When repair is deemed beyond routine maintenance, permanent repair is referred to Capital Works Program.

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Appendix 4: Roadway Defect Intervention Levels including On-Road Bicycle Lanes (Continued)

Activity	Defect Type	Road Cat.	Intervention Levels	Description of Work	Programmed Defect Inspection	Target Rectification Response Time
Vegetation Management Includes traffic treatments, medians, islands and roundabouts where vegetation occurs.	Road reserve trees obstructing road, shared bicycle paths and pathway users.	All	All street trees - Inspection and/or trimming program.	Tree Management.	Not Applicable	Every 2 years.
	Private trees obstructing road and pathway users.		Not a Council responsibility. Notifications to residents by Local Laws Unit.	Private Trees.		Notify as required.
Signage and Traffic Management Devices	Poor signage visibility, damaged, graffitied or missing signs.	All	Traffic Management Signage identified by risk inspection or by Customer Request (CRM). Others signs by Customer Request (CRM).	Cleaning and/or replacement of signs.	Yes – only for all Traffic Management Signage defects only.	Repair within 5 working days
	Guard Rail; Safety Fencing.		Inspect and rectify as necessary when identified by Customer Request (CRM).	Replacement of damaged guard rails and safety fencing.	Not Applicable	Repair within 20 working days unless identified for capital works*

Note: All works are dependent on annual budget allocations.

Level 1: Sub-Arterial Roads, Industrial Roads, Collector and Distributor.

Level 2: Residential Streets, Courts and Fully Constructed ROW's.

Level 3: Unsealed Roads, Partially Constructed and Unconstructed ROW's.

*When repair is deemed beyond routine maintenance, permanent repair is referred to Capital Works Program.

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Appendix 4: Roadway Defect Intervention Levels including On-Road Bicycle Lanes (Continued)

Activity	Defect Type	Road Cat.	Intervention Levels	Description of Work	Programmed Defect Inspection	Target Rectification Response Time
Road Bridges and Major Culverts	Bridge structural hazard.	All	Works to be programmed in line with Level 1 & 2 Department of Transport Bridge inspection.	The repair and maintenance of decks, joints, footings, abutments, wing walls and safety rails.	Yes	Temporary repair within 5 working days. Permanent repair within 90 working days unless identified for capital works*
Utility Reinstatement, where Council undertakes the works on behalf of the Utility	Utility's temporary reinstatement works if it requires permanent completion by Council to ensure that the road asset integrity is restored.	All	Rectification works to be programmed after receiving notification from the relevant Utility.	Final reinstatement of pavement to match surrounding works and retain the pavement's structural integrity.	Notification by Utility.	Inspect within 3 working days. Permanent repair within 10 working days unless identified for capital works*

Note: All works are dependent on annual budget allocations.

Level 1: Sub-Arterial Roads, Industrial Roads, Collector and Distributor.

Level 2: Residential Streets, Courts and Fully Constructed ROW's.

Level 3: Unsealed Roads, Partially Constructed and Unconstructed ROW's.

*When repair is deemed beyond routine maintenance, permanent repair is referred to Capital Works Program.

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Appendix 5: Pathway Defect Intervention Levels including Off-Road Bicycle Shared Pathways within the Road Reserve

Activity	Defect Type	Path Cat.	Intervention Levels	Description of Work	Programmed Defect Inspection	Target Rectification Response Time
Customer Requests	All	Level 1	Intervention requirement is an inspection to assess the extent of the request and determine 'appropriate' action. Necessary remedial action is referred to the relevant works program.	Responding to requests for action	Not Applicable	Inspect within 2 working days
		Level 2			Not Applicable	Inspect within 5 working days
Concrete/ Paved/ Asphalt Pathway Replacement & Repairs	High Pathways that have cracks or displacement equal to or greater than 20mm, collapsed, heaved, missing or sinking.	All	<ul style="list-style-type: none"> ▪ Pathway has loose, missing or dislodged components. ▪ Displacements or cracks of greater than 20mm. ▪ Sections have collapsed, heaved, missing or sinking. 	<p>Patch/wedge with asphalt to repair.</p> <p>Program works to remove or replace bays/paving/asphalt section and match existing pathway surface level.</p>	Yes	<p>Repair within 10 working days. Permanent repair within 90 working days unless identified for capital works*</p> <p>Pathways on a Department of Transport Road are subject to Department of Transport approval.</p>
	Low Pathways that have cracks or displacement between 10mm to 20mm.	All	Displacement or cracks are between 10mm and 20mm.	<p>Vertical displacement grinded to match existing pathway surface level. If concrete has been grinded before, program works for replacement.</p> <p>Program horizontal displacement for replacement works.</p>	Yes	<p>Repair within 90 working days unless identified for capital works*</p> <p>Pathways on a Department of Transport Road are subject to Department of Transport approval.</p>
	No Action Required Pathways that have cracks or displacement below 10mm.	All	Displacement or cracks are below 10mm.	No Action Required	No	No Action Required

Note: All works are dependent on annual budget allocations.

Level 1: Sub-Arterial Roads, Industrial Roads, Collector and Distributor.

Level 2: Residential Streets, Courts and Fully Constructed ROW's.

Level 3: Unsealed Roads, Partially Constructed and Unconstructed ROW's.

*When repair is deemed beyond routine maintenance, permanent repair is referred to Capital Works Program.

City of Banyule

Municipal Road Management Plan

Appendix 5: Pathway Defect Intervention Levels including Off-Road Bicycle Shared Pathways within the Road Reserve (Continued)

Activity	Defect Type	Path Cat.	Intervention Levels	Description of Work	Programmed Defect Inspection	Target Rectification Response Time
Utility Reinstatement, where Council undertakes the works	Utility's temporary reinstatement works requires permanent reinstatement by Council.	All	Rectification works to be actioned after receiving notification from the relevant Utility.	Permanent reinstatement of pavement to match surrounding works and retain the pathway's structural integrity.	Notification by Utility.	Inspect within 3 working days. Permanent repair within 10 working days unless identified for capital works*
Utility Assets	Damaged utility assets.	All	Council will notify the responsible Service Authority of a damaged utility asset within pathways if the owner of the asset can be identified.	Notification to Utility Service Authority.	Yes	Inspect within 3 working days. For Defect Inspection. Notify Service Authority within 2 working days after completion of inspection.
Unsealed Pathway Maintenance	Defective unsealed pathway Gravel pathway.	Not Applicable	Subject to Customer Request (CRM), site determination by Council's Supervisor. Wherever practicable, use materials that match existing.	Remedial work to address hazard evident.	Not Applicable	Repair within 90 working days unless identified for capital works*
	Unformed 'track'.	Not Applicable	Not Applicable	No maintenance required.	Not Applicable	Not Applicable.

Note: All works are dependent on annual budget allocations.

Level 1: Sub-Arterial Roads, Industrial Roads, Collector and Distributor.

Level 2: Residential Streets, Courts and Fully Constructed ROW's.

Level 3: Unsealed Roads, Partially Constructed and Unconstructed ROW's.

*When repair is deemed beyond routine maintenance, permanent repair is referred to Capital Works Program.

City of Banyule

Municipal Road Management Plan

Appendix 6: Local Boundary Roads & Structures Maintenance Agreements with Adjoining Councils 2021

Boundary Road Agreements have been developed for the administrative arrangements between the councils involved. It contains the details of maintenance arrangements for which there has been a mutual agreement.

Local Roads	Structure	Adjoining Council	Banyule Hierarchy Classification	Length (m)	Pavement Width (m)	Pavement Type	Maintenance Authority	Agreement Type
Weidlich Road (Karingal Drive to Progress Road)	Local Road	Nillumbik	Distributor	299	10.9	Sealed from kerb to kerb	Banyule	Type 'A'
Progress Road (Weidlich Road to Ryans Road)	Local Road	Nillumbik	Distributor	1159	12.3	Sealed from kerb to kerb	Banyule	Type 'A'
Ryans Road (Progress Road to Wattletree Road)	Local Road	Nillumbik	Distributor	1350	Nom 7.6	Sealed from kerb to kerb or kerb to shoulder and/or table drain.	Banyule	Type 'A'
Cherry Street (Waiora Road to Wungan Street)	Local Road	Darebin	Distributor	530	7.0	Sealed from kerb to kerb	Darebin	Type 'A'
Waiora Road (Ruthven Street to Cherry Street)	Local Road	Darebin	Distributor	618	9.5	Sealed from kerb to kerb	Banyule	Type 'A'
Plenty River Drive (Under Greensborough Bypass)	Local Road	Nillumbik	Sub-Arterial			Sealed from kerb to kerb	Banyule/Nillumbik	Type 'B'
Beales Lane (Across Proposed Department of Transport Road)	Local Road	Nillumbik	Distributor			Sealed from kerb to kerb	Banyule/Nillumbik	Type 'B'
Aqueduct Road (Across Proposed Department of Transport Road)	Local Road	Nillumbik	Distributor			Sealed from kerb to kerb or kerb to shoulder and/or table drain	Banyule/Nillumbik	Type 'B'

Appendix 6: Local Boundary Roads & Structures Maintenance Agreements with Adjoining Councils 2021 (Continued)

'A'	Maintenance Authority: Routine maintenance activities of pavement between both kerb backs or shoulder and/or table drains (not all lengths have kerb both sides)
	Road Authority: Maintenance activities to road reserve/property boundary from back of kerb or shoulder and/or table drains is the responsibility of that Council on whose side it adjoins.
	Road Authority: Maintenance activities to road reserve/property boundary from back of kerb or shoulder and/or table drains (Adjoining Council – Darebin)
	Both Councils: Equal share of costs for significant maintenance costs as well as any capital works after consultation and mutual agreement to the proposed works (Adjoining Council – Nillumbik)
'B'	Maintenance Authority: Routine maintenance activities from road reserve/property boundary to road reserve/property boundary up to the centre of the Department of Transport Freeway Reserves for the adjoining Council.
	Both Councils: Equal share of costs for significant maintenance costs as well as any capital works after consultation and mutual agreement to the proposed works.

Appendix 7: Schedule of Changes & Amendments

Version	Date	Changes/Amendments
V1.00	6/12/2004	Adopted by Council at its meeting 6 December, Gazetted 9 December 2004 after public display and consideration of submissions by Council.
V1.00	9/12/2004	Notification of adoption in Government Gazette.
V1.01	25/11/2005	Revision 1 amendments adopted by Council.
V1.01	8/12/2005	Notification of adoption of amended plan in Government Gazette.
V2.00	Adopted by Council 14/11/2007	<p>These changes have been made as a result of review of the Plan during 2006 to establish if specified standards were being achieved with available budget funding. The following changes to service standards are as follows:</p> <ul style="list-style-type: none"> - S2.4.1 – Inclusion of on & off-road bicycle paths - S2.4.3 – Inclusion of reference to non standard road infrastructure assets - S5.1 – Asset Hierarchy, removal of two types of roads from Category 4 roads and addition of Category 4 in Pathway hierarchy. - Section 6.2 – recognising that intervention levels are not relevant with footpaths in industrial areas. - Attach. 3 – Inspection Frequencies, changes. - Attach. 4: - Road Defect Tolerance Intervention Levels, changes. - Attach. 5: - Pathway Defect Tolerance Intervention Levels, changes. - Section 6.7 – insertion of a Force Majeure clause.
V2.00	28/02/2008	Notification of adoption in Government Gazette.
V3.00	Adopted by Council 29/06/2009	<p>Update further refining levels of service to match available budget funding. Also provides more detail on management & maintenance of the bicycle path network.</p> <ul style="list-style-type: none"> - Contents page – insertion of Human Rights Statement. - Sections 2.4.1 & 2.5 – Additional information provided on the maintenance management arrangements for off-road cycle paths that lie within a road reserve. - Section 4.3 – Updated maintenance demarcation arrangements with VicRoads, adjoining councils, utility & service authorities and other government agencies - Section 7.3 – Current levels of funding table has been updated. - Appendix 2: Inspection Requirements – second page added to detail inspection arrangements for on-road cycle lanes and off-road cycle paths. - Appendix 3: Inspection Frequencies – information added to Table on inspections for on-road cycle lanes. - Appendices 4 & 5: Roadway & Pathway Defect Tolerance Intervention Level Schedules – several changes as follows: <ul style="list-style-type: none"> (a) Column in Table that was labelled 'Work Practice' has been renamed 'Defect Type'; (b) An additional column added called 'Defect Description' to improve the description of the defect; (c) A row inserted to recognise the management of Customer Requests; (d) Changes to response times – 7 days to 5 working days and 14 days to 10 working days. - Appendix 6: Schedule of Local Roads & Structures with Maintenance Demarcation Agreements – new appendix added.
V3.00	14/05/2009	Notification of adoption in Government Gazette.
V4.00	Adopted by Council 17/06/2013	<ul style="list-style-type: none"> - Update grammatical and technical references throughout document - S2.6 - Update City Plan Framework - S4.1.1 – Revise Road Hierarchy - S4.1.2 – Revise Pedestrian Pathway Hierarchy - S4.4.2 – Revise Maintenance Responsiveness & Performance Targets - S5.7 – Revise Force Majeure Clauses - App 1 – Update Reactive Customer Request/ Inspection Process Flowchart - App 3 – Revise Road Asset Inspection Frequencies - App 4 – Revise Roadway and On-Road Bicycle Lanes Defect Intervention Levels - App 5 – Revise Pathway and off-Road Bicycle Shared Pathways within the Road Reserve Defect6 Intervention Levels - App 6 – Revise Local Boundary Roads & Structures Maintenance Agreements with Adjoining Councils
V4.00	27/06/2013	Notification of adoption in Victorian Government Gazette.
Version	Date	Changes/Amendments
V5.00	Adopted by Council 26/06/2017	<ul style="list-style-type: none"> - Update grammatical and technical references throughout document - Revised Executive Summary - Changed Background to Introduction - Removed Section – What is a "Road"? - Revised Terms and Definitions - Revised Legislative Basis for the Plan - Revised Purpose of the Plan - Revised Responsibilities - Revised Section - Assets in the Road Reserve and included it in Responsibilities Section

City of Banyule

Municipal Road Management Plan

		<ul style="list-style-type: none"> • Removed Section - Council’s Strategic Planning Process • Revised Key Stakeholders • Revised Obligations of a Road User • Removed Section - Municipal Road Map • Removed Section - Maintenance Demarcation Agreements (included in appendix) • Removed Section - Utility & Service Authorities • Removed Section - Non-Council Assets on the Road Reserve • Removed Section - Updating the Road Register • Removed Section - Reviewing & Updating the Road Management Plan • Removed Section - Road Data Information System • Removed Section - Customer Service System & Procedures • Removed Section - Services Asset Management Plans • Removed Section - Community consultation • Removed Section – Best Value & Performance Measures • Removed Section – Auditing of Processes • Removed Section - Road Maintenance Management Performance • Removed Section - Asset Growth • Removed Section - Relationship with Budget Process • Removed Section - Future Fundy Strategy • Removed Section - Maintenance • Removed Section - Asset Renewals • Removed Section – Condition Standards • Removed Section – Force Majeure • Removed Section - Renewals – Road Works & Pathways • Removed Section - Renewal Works Program • Removed Section - Reporting Process • Removed Section - Technical References • Revised Register of Public Roads • Updated Appendix 1 flow chart to include new defect types • Revised Appendix 2 • Updated Appendix 3 to reflect new hierarchy levels and inspection intervals • Revised Appendix 4 and updated intervention levels • Updated Appendix 5 to include new defect types for pathways • Updated Appendix 6 to reflect new maintenance agreements, removed Bolton Street and removed Pedestrians Bridges due to it being covered under the Services Asset Management Plans
V5.00	13/07/2017	Notification of adoption in Victorian Government Gazette.

Version	Date	Changes/Amendments
V6.00	Draft for Public Exhibition 12/04/2021	<p>The following changes have been made in version 6 of the Road Management Plan</p> <ul style="list-style-type: none"> • Updated section 1.2 with new Local Government Act 2020 • Updated Council’s responsibility in Section 2.1 by adding “Guardrails and other safety features within the road reserve” and “Retaining walls within the road reserve” • Added a note in Figure 1 “Shared footpath/crossover may require residents’ contribution to maintain and renew” • In Section 2.1, changed “Street lighting (Standard) – replacing the poles due to external factors outside of normal deterioration” to “Street lighting will be dealt with in coordination with the utility supplier” • Changed “Department of Sustainability and Environment (DSE)” to “Department of Environment, Land, Water and Planning (DELWP)” • Changed “VicRoads” to “Department of Transport” • In Section 2.5, “Street Lighting – Non standard light poles and fittings” replaced with “Street Lighting” • Appendix 1 The flow chart changed to reflect current process • Appendix 4 Under Emergency Repairs – Changed “As described in Pavement Defects below” to “Any urgent repairs (e.g. sink hole)” • Appendix 4 Under Emergency Repairs Target Rectification Response Time – Changed “Temporary repair” to “Repair” and removed “Permanent repair within 90 working days unless identified for capital works” • Appendix 4 Under Pavement defects Target Rectification Response Time – Changed “Temporary repair” to “Repair” and removed “Permanent repair within 90 working days unless identified for capital works” • Appendix 4 Under Surface Defects (5mm to 15mm Longitudinal Cracking) Target Rectification Response Time – Changed “Repair within 90 working days unless identified for capital works program” to “Repair under capital works program” • Appendix 4 Under Surface Defects (Greater than 15mm Longitudinal Cracking) Target Rectification Response Time – Changed “Temporary repair within 10 working days. Permanent repair within 90 working days unless identified for capital works” to “Repair under capital works program” • Appendix 4 Under Surface Defect (Block and Crocodile Cracking) Target Rectification Response Time – Changed “Temporary repair” to “Repair” and removed “Permanent repair within 90 working days unless identified for capital works program” • Appendix 4 Under Line Markings Target Rectification Response Time – Changed “Permanent repair within 90 working days unless identified for capital works” to “Repair within 90 working days” • Appendix 4 Under Deformation Target Rectification Response Time – Changed “Temporary repair” to “Repair” and removed “Permanent repair within 90 working days unless identified for capital works program” • Appendix 4 Under Unsealed Pavements (Level 3 Roads) Target Rectification Response Time – Changed “Permanent repair within 90 working days unless identified for capital works” to “Repair within 90 working days”

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Municipal Road Management Plan

Version	Date	Changes/Amendments
		<ul style="list-style-type: none"> • Appendix 4 Under Pavement Surface Drainage (Kerb and channel ponding) Target Rectification Response Time – Changed “Temporary repair within 10 working days. Permanent repair within 90 working days unless identified for capital works” to “Repair within 90 working days unless identified under capital works” • Appendix 4 Under Pavement Surface Drainage (Table drains) Target Rectification Response Time – Changed “Permanent repair within 90 working days unless identified for capital works” to “Repair within 90 working days” • Appendix 4 Under Pavement Surface Drainage (Pit lids, frames and lintels broken) Target Rectification Response Time – Changed “Temporary repair” to “Repair” • Deleted the row for Road Side Street Furniture from Appendix 4. Council is responsible for managing Street Furniture, but not under Road Management Plan. • Appendix 4 Under Signage and Traffic Management Devices Target Rectification Response Time for cleaning and/or replacement of signs – Changed “Permanent repair within 5 working days unless identified for capital works” to “Repair within 5 working days” • Appendix 4 Under Signage and Traffic Management Devices Target Rectification Response Time for the replacement of damaged guardrails and safety fencing – Changed “Permanent repair” to “Repair” • Appendix 5 Under Concrete Paved/Asphalt Pathways Target Rectification Response Time for High Defect Type – Changed “Temporary repair” to “Repair” • Appendix 5 Under Concrete Paved/Asphalt Pathways Target Rectification Response Time for Low Defect Type – Changed “Permanent repair” to “Repair” • Appendix 5 Under Unsealed Pathway Maintenance, Target Rectification Response Time for remedial work to address hazard evident – Changed “Permanent repair” to “Repair” • Revised and updated the road register

BACKGROUND TO ROSANNA AND TURNHAM AVENUE PRECINCT

Woolworths Redevelopment Permit (existing)

In 2014, Woolworths made an offer to purchase Council's former Rosanna offices under their property division Fabcot Pty Ltd following the relocation of Council's offices to a new premises in Greensborough.

The offer was subject to Woolworths obtaining a permit for development of a new supermarket. In order to facilitate the move and subsequent sale of the Rosanna Site, Council undertook a number of key steps which included:

1. Rezoning of the land to Commercial 1 Zone and Mixed Use Zone;
2. Undertaking an Expression of Interest process for the sale of the land;
3. Subdivision of the land and establishment of easements;
4. Public Notice of Council's Intention to sell the land and commitment to sell;
5. Committing to undertake car parking, pedestrian access and streetscape works in the vicinity of the library and Heidelberg Theatre as part of the redevelopment of the land;

Woolworths applied for and was successful in obtaining a planning permit for the new supermarket.

Planning Permit P1260/2015 was issued on 5 April 2017 at the direction of the Victorian Civil and Administrative Tribunal for a supermarket on the former Council Service Centre site at 44 Turnham Avenue, Rosanna. The proposal included tree removal, car parking and a liquor licence for the sale of packaged liquor.

The proposal was for the construction of a supermarket with a leasable floor area of 2,702sqm, including a liquor component of 135sqm. The building would abut the land's Turnham Avenue frontage appearing as two storeys. With the fall of the land, the building was to be three levels with undercroft car parking. A total of 86 car parking spaces were to be provided including the undercroft and an open parking area abutting Douglas Street. On-site loading was to be provided at the rear of the supermarket accessed from Douglas Street. The proposal also included the removal of a number of large trees along the frontage of the site and adjoining boundary with the building design to generally abut the Turnham Avenue front boundary. A copy of the plans which formed the assessment of the proposal is included as **Attachment 2**.

Key features of the permit include:

- The requirement for a streetscape upgrade adjoining the site.
- Transparent glazing to the front façade.
- Acoustic measures to minimise the impact of noise to surrounding residential properties.
- Sustainability measures as part of the building.
- A car park and trolley management plan.
- Tree retention primarily in the rear car park and an offset planting plan for trees being removed.

Settlement of the Council Office contract occurred on 21 June 2017, however, Woolworths didn't proceed with development of a supermarket in Rosanna at that time, due to its focus on another supermarket development in Heidelberg.

Since acquiring the site from Council, Woolworths has leased it to the Level Crossing Removal Authority and more recently, to Kalparrin Early Childhood Intervention Program. The most recent 12-month lease commenced on 1 July 2020 and expires on 30 June 2021

Rosanna Urban Design Guidelines

The Rosanna Urban Design Guidelines (Guidelines) were adopted by Council on 19 December 2016 following community consultation and comment. The Guidelines were based on four themes (identity, vibrancy, connectivity and integration) to help guide and inform the proposed Rosanna Village and Turnham Avenue streetscape works. The Guidelines were also used to assist in advocating to the Level Crossing Removal Authority (LXRA) and the State Government on the design of the Hurstbridge railway line improvements, including the Lower Plenty Road level crossing removal and the development of the new Rosanna Railway Station.

Turnham Avenue Streetscape Concept Plan

The Turnham Avenue Streetscape Concept Plan was prepared concurrently with the Rosanna Urban Design Guidelines but with a specific focus on Turnham Avenue given the significant changes to this street as a result of the proposed Rosanna Station works by the LXRA at the time and pending the proposal for a Woolworths supermarket on the former Council Service Centre site at 44 Turnham Avenue.

The principles of the Turnham Avenue Streetscape Design Concept Plan were approved by Council on 18 September 2017 to enable future implementation and continued advocacy to the LXRA.

The streetscape design concept included alterations to the kerb and channel, lane widths and pedestrian crossing locations to best accommodate the new station precinct and Woolworths Supermarket while providing for:

- The location of pedestrian crossings to provide better connectivity between the Railway Station, community facilities and future Woolworths.
- Direct pedestrian connectivity between Turnham Avenue and Beetham Parade through the Railway Station and commuter car park.
- A boulevard concept with new street trees on both sides of Turnham Avenue.
- A shared user path, pedestrian, cyclist and vehicle accessways generally as proposed by the LXRA for the new Rosanna Station precinct.
- Improved bus stop and kiss-and-ride locations.
- Improved footpaths and carriageway surface treatments.

The LXRA ultimately delivered key components of the streetscape plan such as the bus stops, shared user path and the pedestrian crossings generally in the locations specified but subject to some changes in the final design. The streetscape plan has not been fully implemented and is awaiting finalisation pending confirmation of redevelopment of the Woolworths supermarket proposal.

Lower Plenty Road Level Crossing Removal and Rosanna Station Reconstruction

The LXRA completed an upgrade to the Hurstbridge Railway line (known as Hurstbridge Upgrade Stage 1) in Heidelberg and Rosanna in early 2019 on behalf of the State Government. The project included:

- Duplication of the single-track section of rail line between Heidelberg and Rosanna, with associated power and signalling work.

- Removal of the Lower Plenty Road level crossing with new elevated rail over the road.
- Building a new train station at Rosanna with associated landscaping, car parking and pedestrian access from the surrounding Rosanna Activity Centre.

There were extensive works undertaken outside of the immediate rail corridor which provided benefit to Council and the surrounding community including:

- Upgrades to Turnham Avenue such as two pedestrian crossing points, bus stops, new pedestrian paths and planting generally in accordance with the Turnham Avenue Streetscape Concept Plan.
- Landscaping, paths and tree planting in Rosanna Parklands, to the corner of Ellesmere Parade and Lower Plenty Road.
- A new shared user path adjoining Ellesmere Parade.
- Additional toilets at the station for the benefit of the wider public which are now maintained by Council as public toilets.
- A kiosk at the station now leased by Council for the purposes of a social enterprise cafe.
- Drainage reconstruction and upgrades in key locations including in particular at the Manton Street Reserve.

Many of the additional works undertaken were achieved following Council advocacy and with contributions by Council to the public toilets at the station, drainage and the additional pedestrian crossing on Turnham Avenue.

Heidelberg Theatre

The Heidelberg Theatre is located in Turnham Avenue adjoining the former Council Service Centre. It is understood to have been a former bus depot and garage which has been converted for theatre use and features a bluestone façade to Turnham Avenue set back behind a small landscaped entry. There is no on site car parking and only a small storage area within a shed in the rear yard. The land and buildings are owned by Banyule Council.

The Heidelberg Theatre Company (HTC) is a non professional theatre company that was established in 1952 but has occupied the theatre in Rosanna since 1982 under a lease with Council. The current lease was renewed in 2019 and extends through until December 2028 on a minimal community rental. The HTC is a successful non professional theatre company which has produced more than 500 plays, has about 800 members and attracts more than 7,000 patrons annually to its various productions.

A small budget has been allocated by Council in the current financial year to undertake designs and scoping in partnership with the HTC for an offstage workshop and storage area at the rear of the premises. No funding has been allocated to undertake works.

Rosanna Village Traders Association

Rosanna Village is a Neighbourhood Activity Centre primarily on Lower Plenty Road and Beetham Parade providing retail, food and professional services to the surrounding neighbourhood. The traders within the centre are supported by the Rosanna Village Traders Association which is an incorporated association aimed at undertaking activities such as marketing, events and promotion.

Funding for the association is provided through a Special Charge Scheme currently set at \$500 per property annually across 80 properties and a \$39,000 Council contribution. This

provides a total annual budget of \$79,000 per annum for the use of the association. The most recent scheme was approved in July 2020 and ends on 30 June 2025.

After a period of more than 40-50 years with very little change to the layout, form and structure of the Rosanna Village Activity Centre there have been a number of changes in recent years which have significantly impacted on traders within the centre including:

- The level crossing removal and station reconstruction works during 2018 and 2019.
- Streetscape renewal works in 2020 and early 2021.
- Changes to the retail environment with the dominance of larger centres and a significant shift to online shopping.
- Economic Impacts of the Covid-19 lockdowns and restrictions during 2020.

Rosanna Activity Centre Streetscape Renewal

The Rosanna Activity Centre Streetscape Renewal is a significant upgrade to the Rosanna Village public realm to enhance the look, feel and walkability of the centre as part of a renewal of aging infrastructure. Detailed plans for the upgrade were prepared in 2019 in consultation with the Rosanna Traders Association and local traders with the final plans supported including:

- New footpaths throughout the centre with high quality feature pavers.
- New kerbs in key locations.
- New street furniture highlighted by a landscaped micropark on the corner of Lower Plenty Road and Beetham Parade.
- Planting of new trees along key trading areas.

Works commenced in early 2020 and are now nearing completion.

Rosanna Library

Rosanna Library is a stand alone single storey brick building with bluestone features, undercroft carparking and landscape setbacks on the corner of Turnham Avenue and Douglas Street. It has a floor area of 508 square metres which is identified by the Yarra Plenty Regional Library Service in their 2019 Infrastructure Development Plan (Plan) as being inadequate for the population growth and demographic changes in the surrounding catchment. Visitations to the library are currently over 120,000 annually and growing. The location is identified in the plan as being well suited on a corner block and with easy access to public transport. Significant improvements to the facility and services offered are identified as being needed within the Plan.

PLANNING PERMIT APPLICATION

Proposed Woolworths Supermarket

Turnham Avenue, Rosanna

Project No. 1444 - REV A
March 2016



Melways 32 A1

Subject Site



Aerial Photo

DEVELOPMENT DATA

Site Area	=	4320m ²
Building Area		
Upper Ground:		
Gross Floor Area:	=	2467m ²
Leasable Floor Area:	=	2182m ²
First Floor:		
Gross Floor Area:	=	782m ²
Leasable Floor Area:	=	520m ²
Lower Ground:		
Gross Floor Area:	=	284m ²
Leasable Floor Area:	=	0m ²
TOTAL Gross Floor Area	=	3533m²
TOTAL Leasable Floor Area	=	2702m²
Car Parking Spaces Provided		
Undercroft Car Park	=	64
On-grade	=	22
TOTAL	=	86
Bicycle Parking Provided		
	=	9

ARCHITECTURAL DRAWINGS

Site Analysis

- TP.000 Rev A - Cover Sheet/Development Data
- TP.001 Site Photographs
- TP.002 Rev A - Existing Conditions Plan

Floor Plans

- TP.100 Rev A - Lower Ground Plan
- TP.101 Rev A - Upper Ground Plan
- TP.102 Rev A - First Level Plan

Elevations

- TP.200 Rev A - South / West Elevations
- TP.201 Rev A - North / East Elevations
- TP.202 Rev A - Streetscape Elevations
- TP.203 Rev A - External Finishes/Material Colour Schedule

Sections

- TP.300 Rev A - Sections
- TP.301 Rev A - Context Section - Proposed
- TP.302 Rev A - Context Section - Existing



Artists Impression for illustrative purposes only

REVISED 24/04/16
14/04/2016 11:58:00 AM
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1. View East towards subject site from Turnham Avenue.



2. Adjoining property to South of subject site on Turnham Ave, looking North East.



3. Douglas Street looking South towards site with existing library in foreground.



4. Douglas Street looking South through rear of site.



5. View from within site looking East over carparking area.



6. View from within site looking South.



7. View from within site looking West.

ADVERTISED PLAN
Application No. P1260/2015

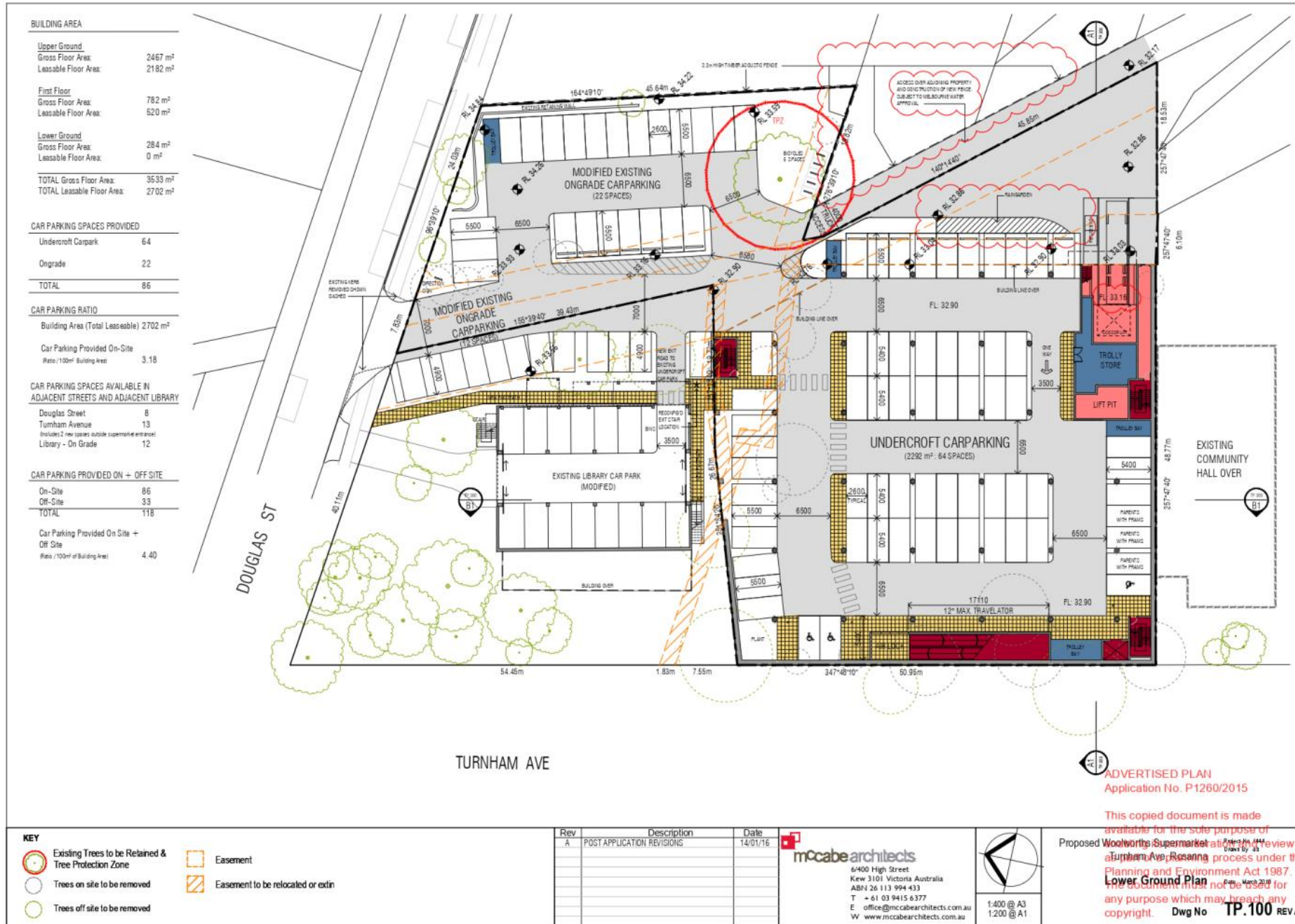
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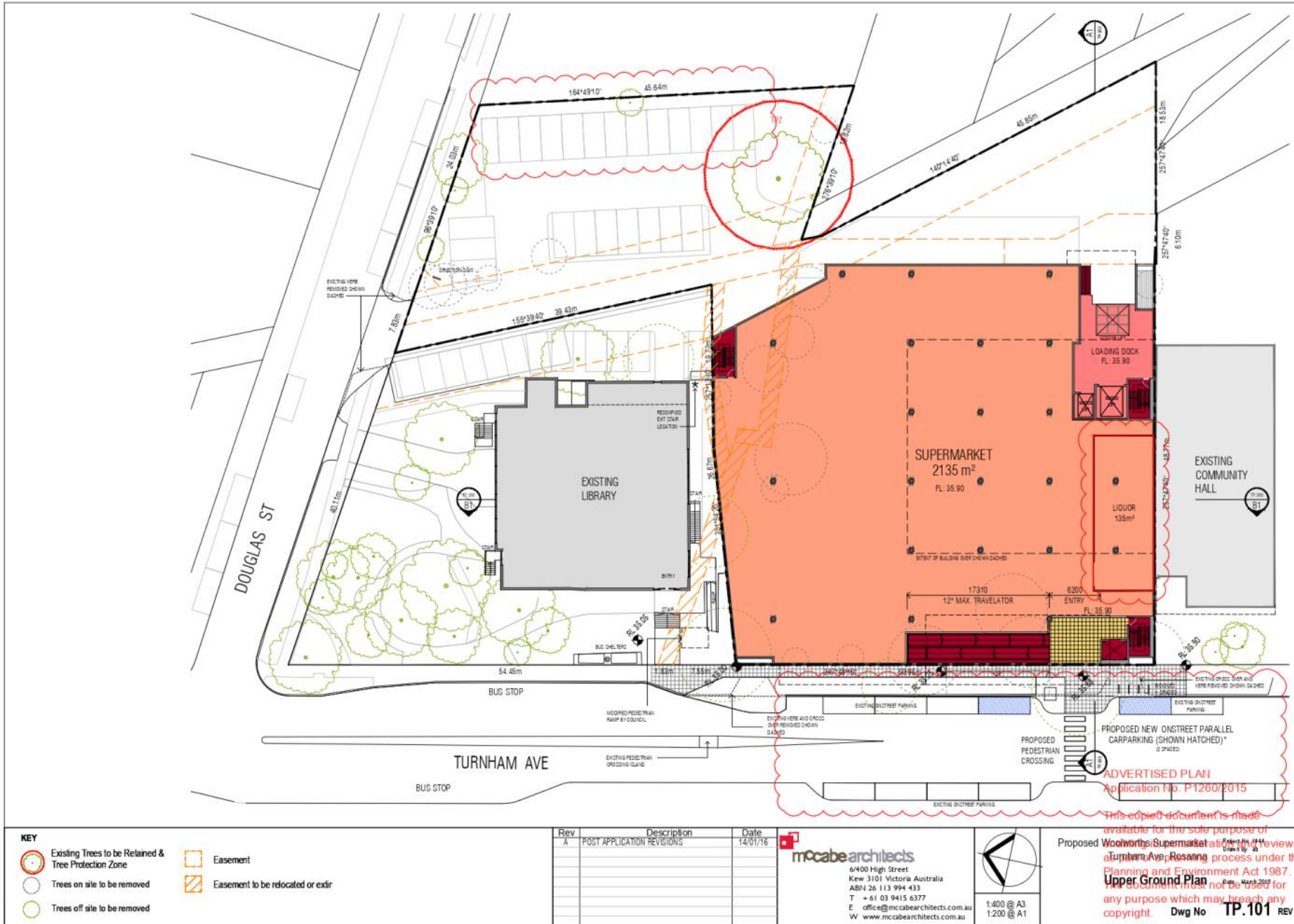
Proposed Woolworths Supermarket
Turnham Ave, Rosanna

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Rev	Description	Date

nts





KEY	
	Existing Trees to be Retained & Tree Protection Zone
	Trees on site to be removed
	Trees off site to be removed
	Easement
	Easement to be relocated or extinguished

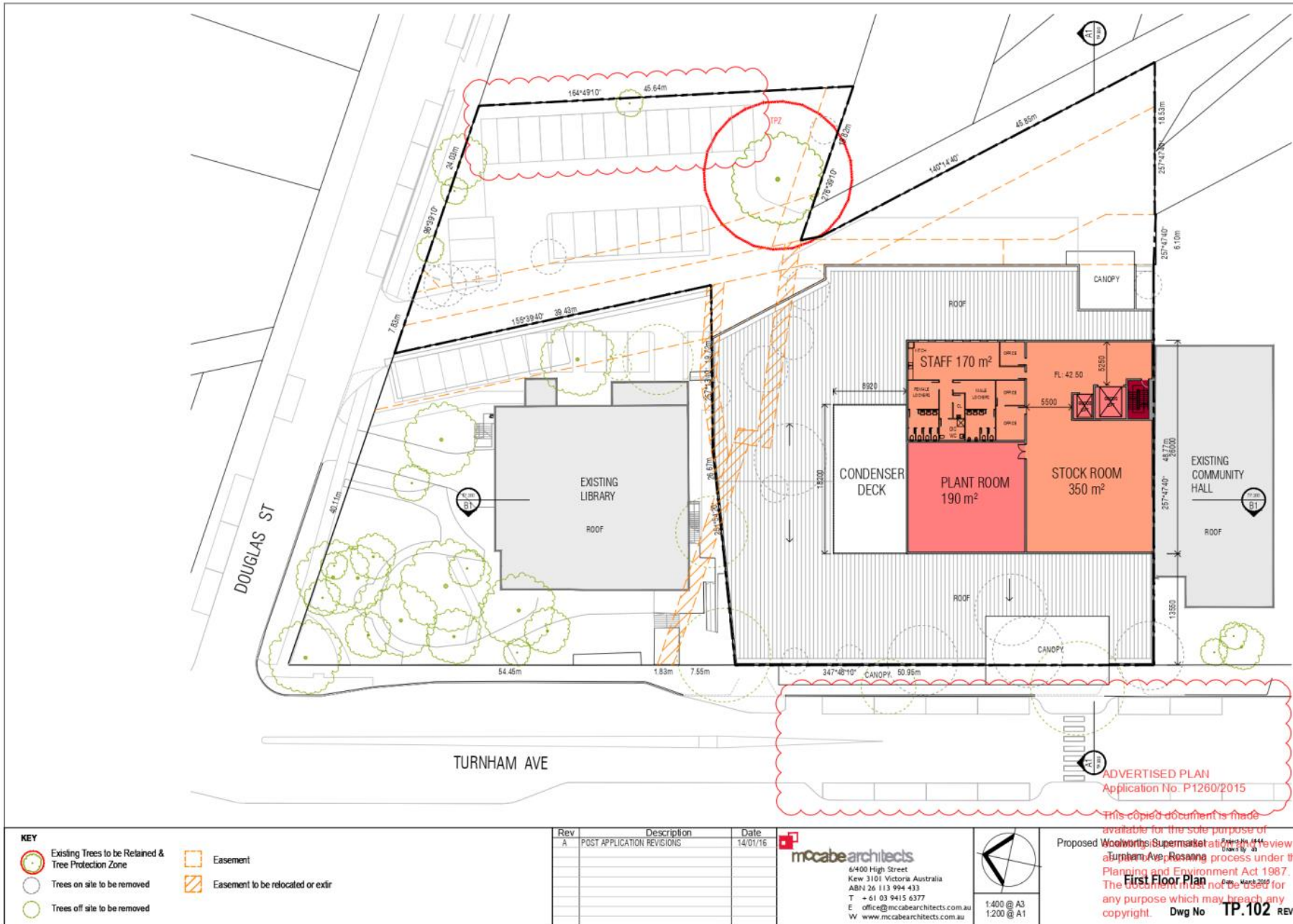
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A	POST APPLICATION REVISIONS	14/07/16

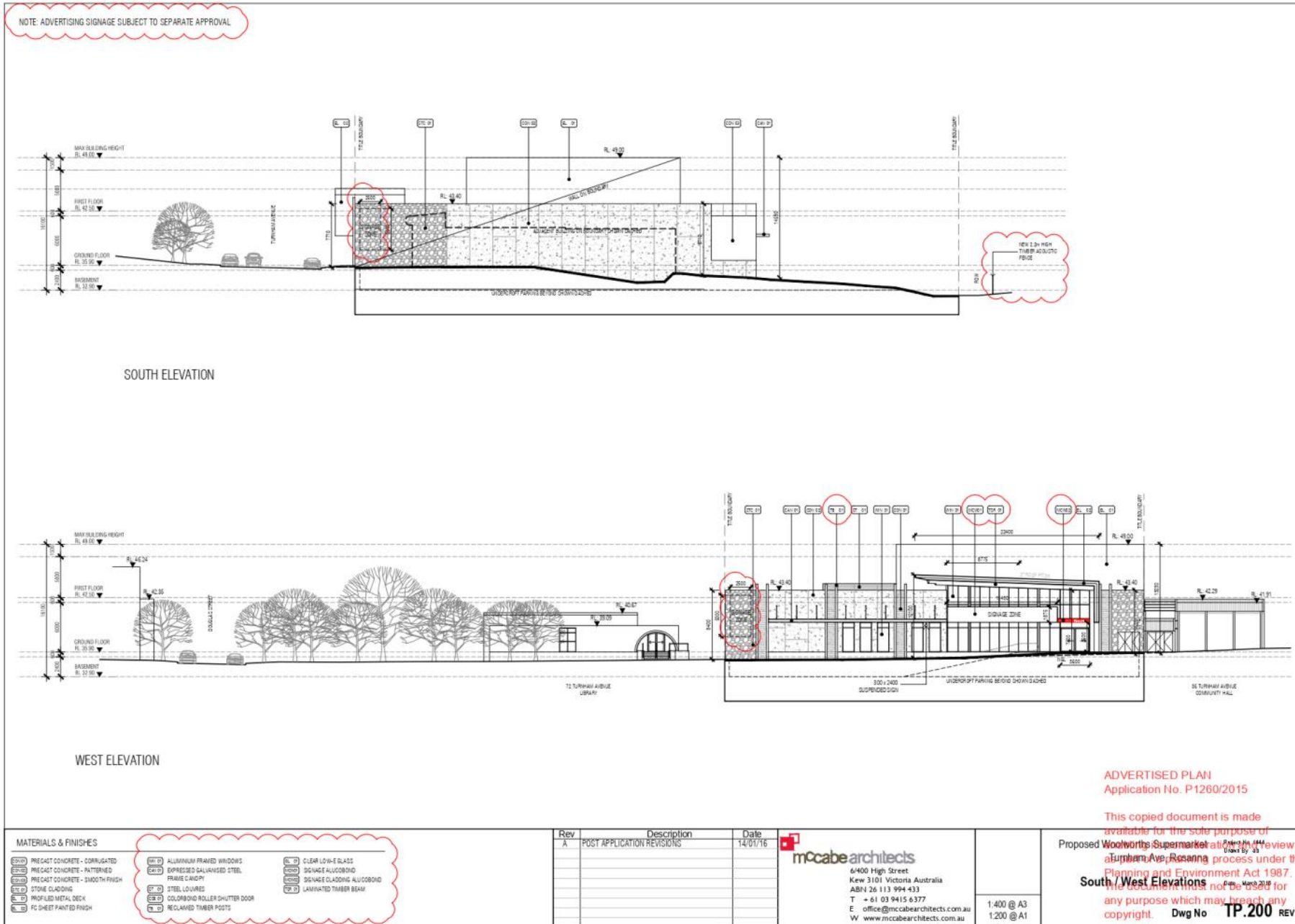
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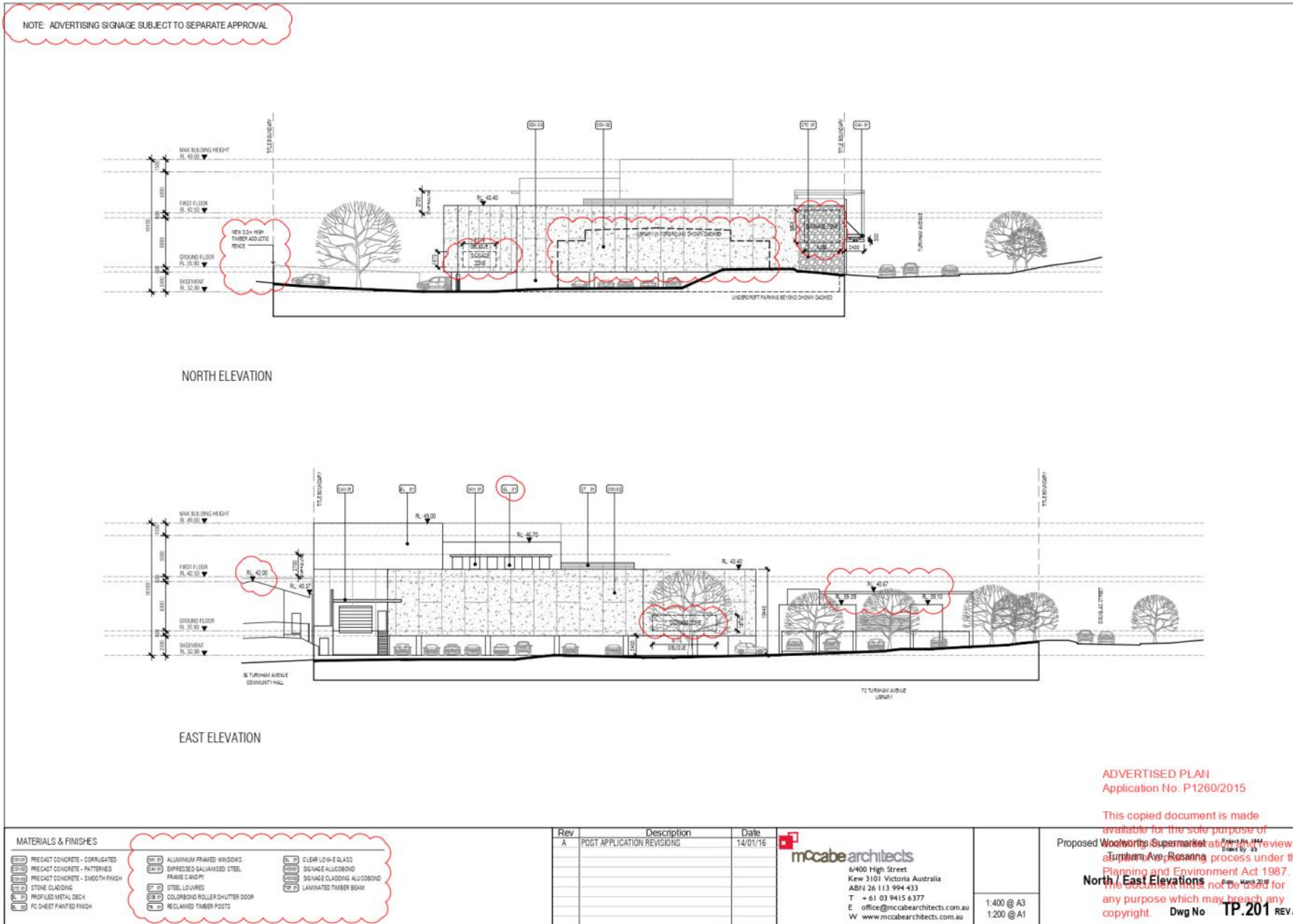


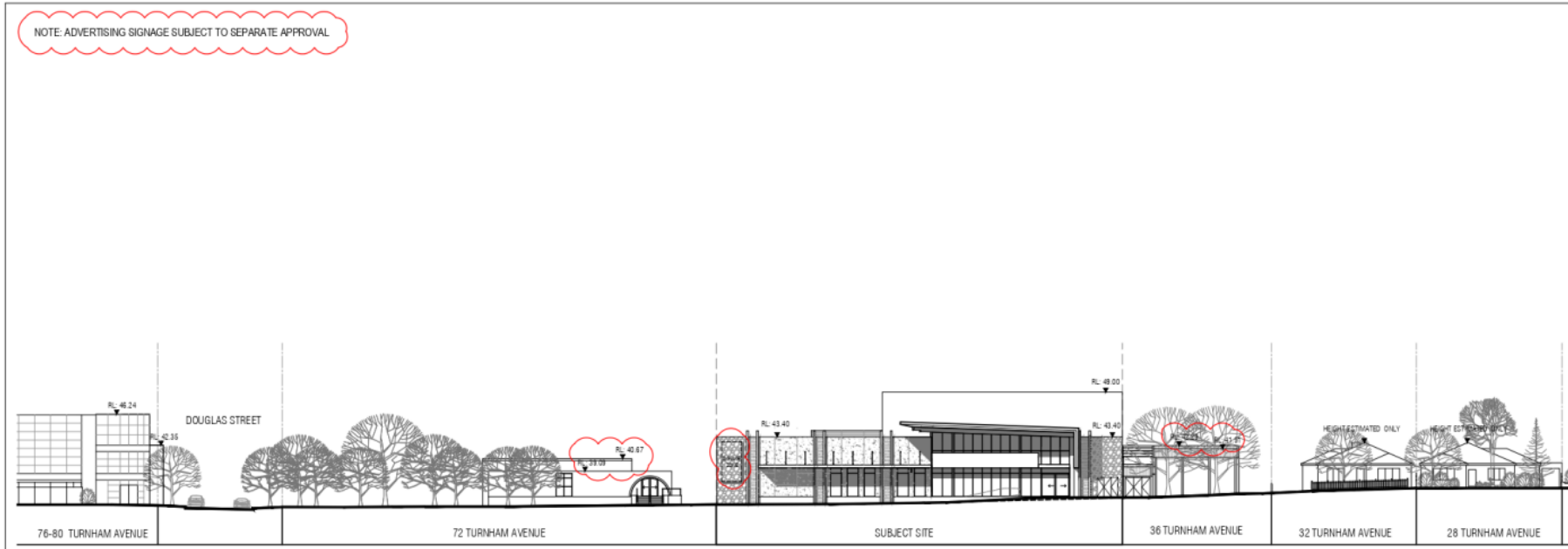
1:400 @ A3
 1:200 @ A1

Proposed Woolworths Supermarket on the site of the existing Rosanna Woolworths Supermarket. This plan is for the review process under the Planning and Environment Act 1987. This plan is not to be used for any purpose which may breach any copyright. Dwg No TP.101 REV A









Turnham Avenue Streetscape Elevation

ADVERTISED PLAN
Application No. P1260/2015

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Rev	Description	Date
A	POST APPLICATION REVISIONS	14/01/16

mccabe architects
6400 High Street
Kew 3101 Victoria Australia
ABN 26 113 994 433
T + 61 03 9415 6377
E office@mccabe architects.com.au
W www.mccabe architects.com.au

1:500 @ A3
1:250 @ A1

<p>Precast concrete -Corugated</p>	<p>Precast Concrete -Patterned</p>	<p>Precast concrete -Smooth Finish</p>	<p>235mm x 235mm Reclaimed timber posts</p>	<p>Stone Cladding</p>	<p>Profile Metal Deck Monument Colour</p>	<p>FC Sheet Painted Finish Dulux Vivid White</p>	<p>Steel Louvres Monument Colour</p>
<p>Galvanised, expressed steel framed canopy with Villaboard soffit. Paint finish to match Colorbond Ultra Surfmist</p>	<p>Aluminium Framed Windows Colour: Monument</p>	<p>Colorbond Roller Shutter Door</p>	<p>Signage Zone Alucobond Anthracite Grey</p>	<p>Signage Zone Cladding Alucobond Red Horizon</p>	<p>Laminated Timber Beam</p>		

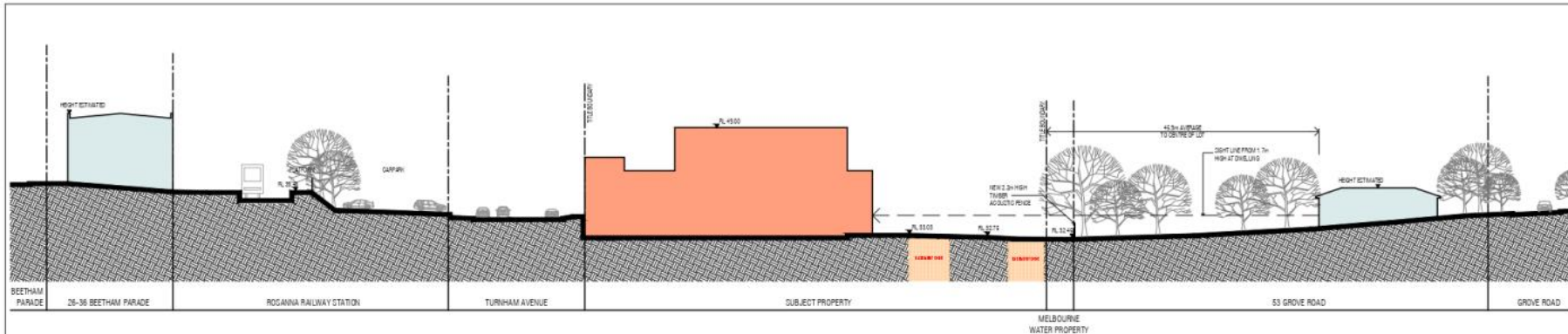
ADVERTISED PLAN
Application No. P 1260/2015

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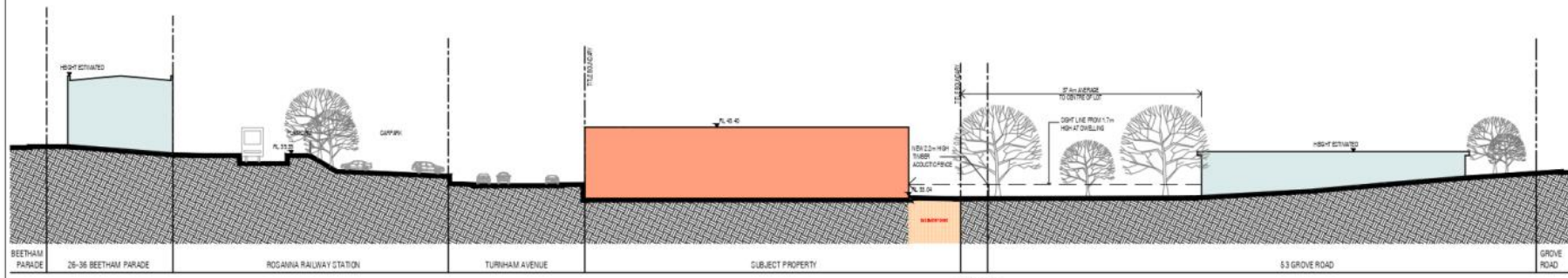
Rev	Description	Date

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nts



SECTION C1-C1 EXTENDED



SECTION D1-D1 EXTENDED



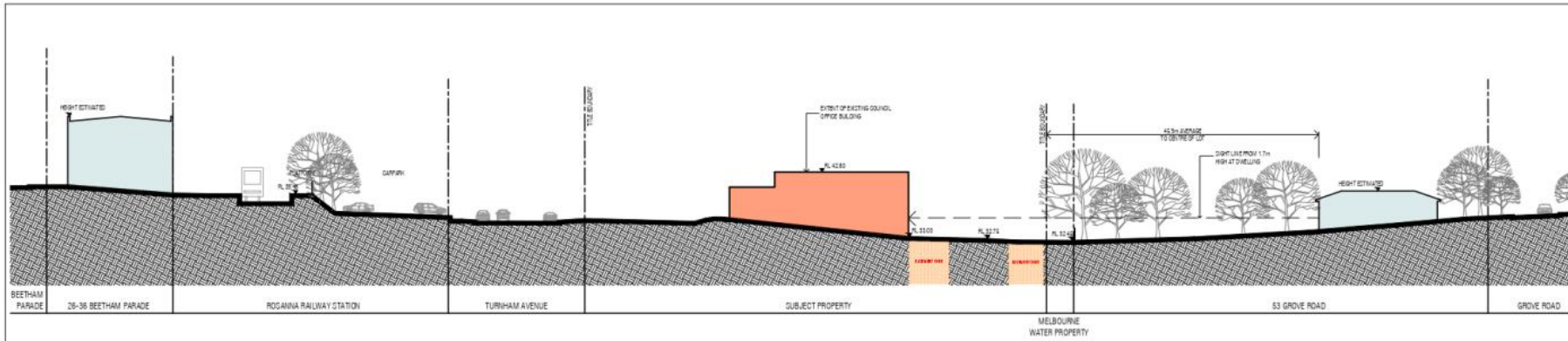
EXTENDED SECTION KEY

Rev	Description	Date

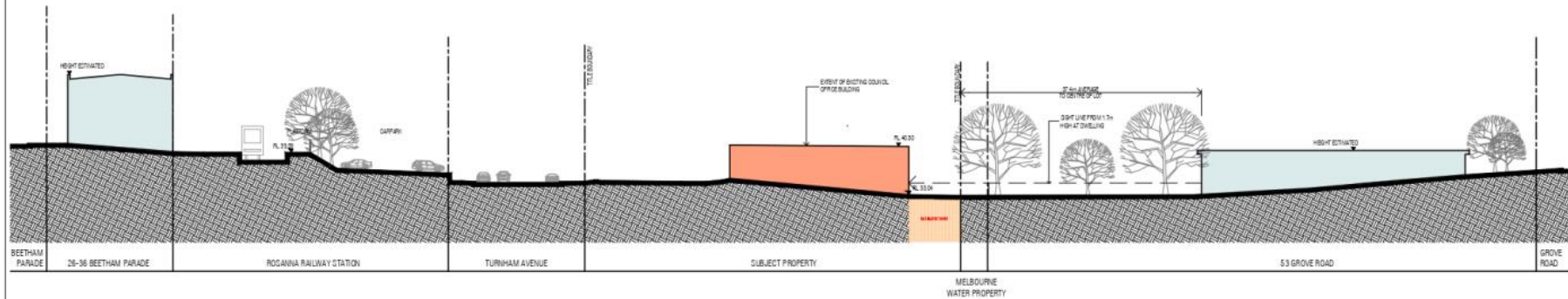
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 E office@mccabearchitects.com.au
 W www.mccabearchitects.com.au

NTS

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SECTION C1-C1 EXTENDED



SECTION D1-D1 EXTENDED



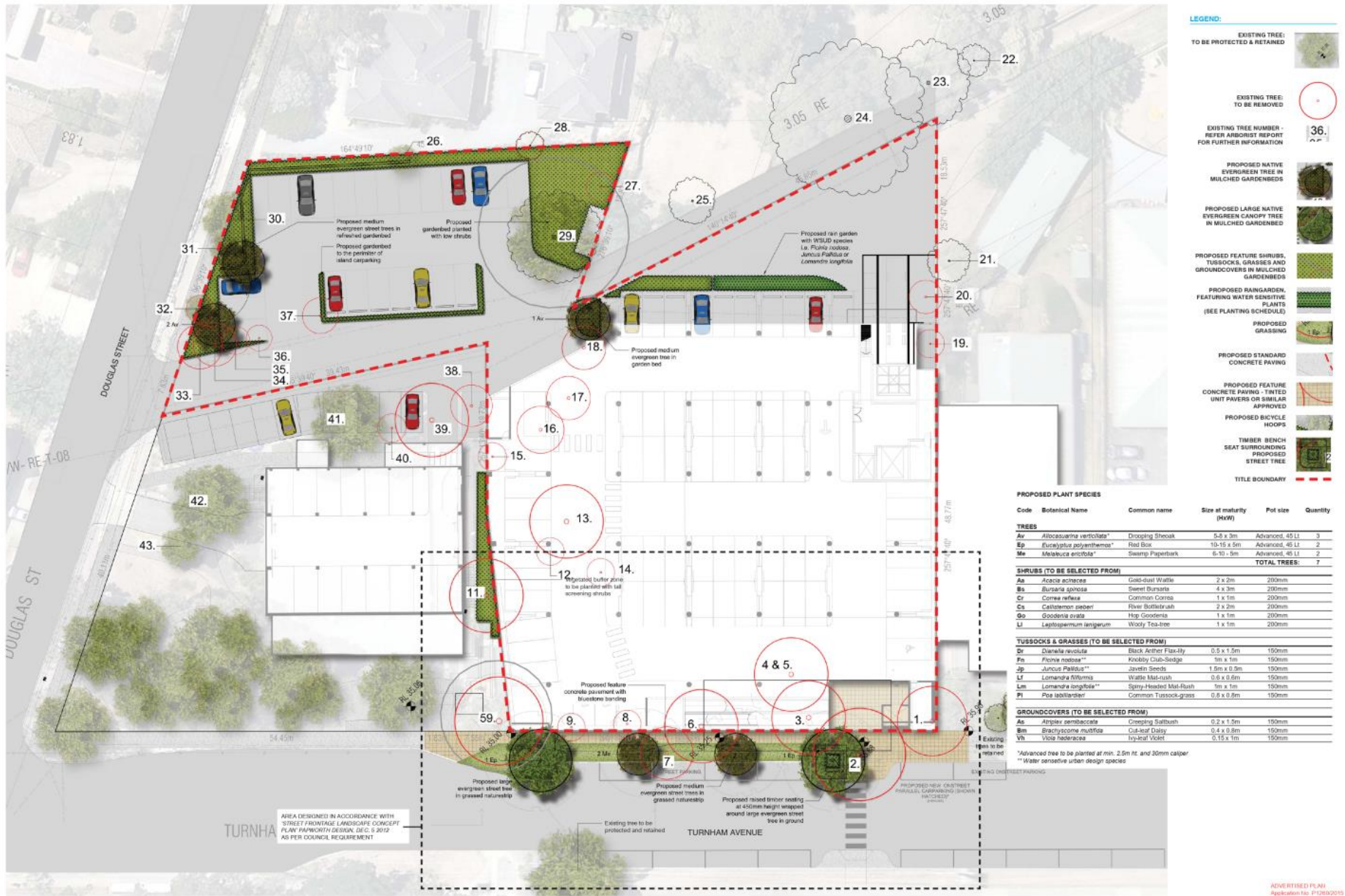
EXTENDED SECTION KEY

Rev	Description	Date

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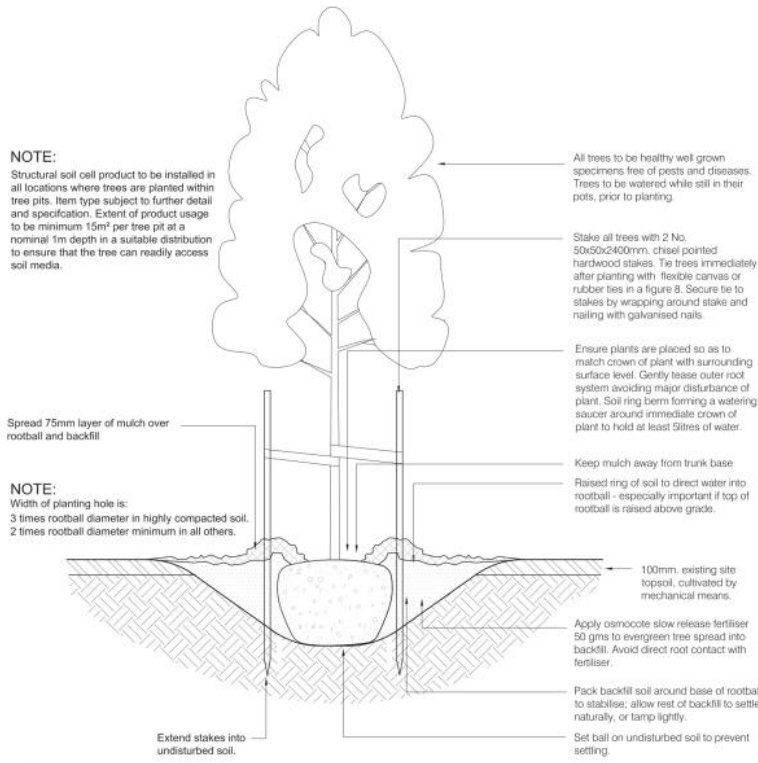
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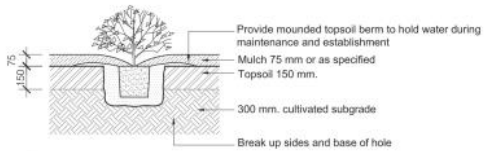
urbis Melbourne
 Level 12, 100 Collins Street
 Melbourne VIC 3000
 T 03 8643 2888
 U 03 8643 2889
 E info@urbis.com.au

Proposed Woolworths Development, Rosanna
 44-72 Turnham Avenue, Rosanna: Landscape Concept Plan

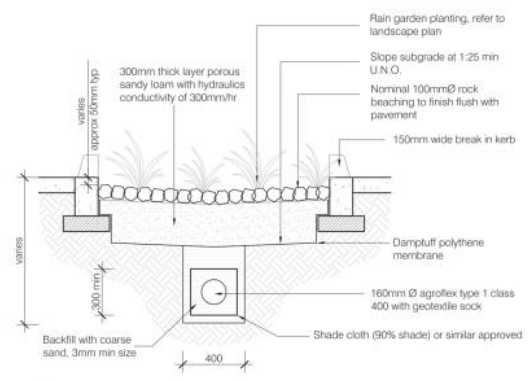
ADVERTISED PLAN
 Application No: P12632015
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1 TYPICAL TREE PLANTING DETAIL
LA-02 SECTION DETAIL
1:30



2 TYPICAL SHRUB PLANTING DETAIL
LA-02 SECTION DETAIL
1:30



3 TYPICAL RAIN GARDEN DETAIL
LA-02 SECTION
1:30

Rosanna Library Community Engagement Plan

APRIL 2021

Stage 1:- Announce Project

Key Objectives

- To inform the community about the project, why it is happening, who is involved and the anticipated benefits and opportunities
- To inform the community around opportunities to 'have a say' and the relationship between the different engagement stages and wider site redevelopment

MAY - JUNE 2021

Stage 2 – Concept Design

Key Objectives

- To understand what community and key stakeholders' value about their local library and their aspirations for the new library.
- To seek feedback on the concept plans with a focus on:
 - materials, finishes and landscaping of the library and surrounds
 - the internal allocation of space and fit out
 - to identify and understand any potential concerns in relation to the library redevelopment.
 - Turnham Avenue Streetscape Plan
 - configuration of car parking and management in response to the proposed changes in the area.

JULY 2021 - DECEMBER 2021

Stage 3

3A. Sale of Land

Formal consultation process as per statutory requirements for sale of land to be undertaken by Council.

DECEMBER 2021 – SEPTEMBER 2022

3B. Planning Permit

Formal consultation process as per statutory requirements for planning scheme amendment/permit which will be instigated by Woolworths.

ROSANNA LIBRARY UPGRADE OPTIONS

OPTION	COST	LIBRARY SIZE	FUNCTIONALITY	FEASIBILITY & DELIVERY	WOOLWORTHS DELIVERED	STATUTORY PROCESSES	OVERALL STREETSCAPE IMPACT
OPTION 1 NEW LIBRARY WOOLWORTHS PARTNERSHIP	Medium (cost effective outcome)	1303sqm (828sqm of site area to be sold to Woolworths)	Excellent	Excellent (Feasible, Efficient and timely delivery)	Definitely (Woolworths are seeking greater floorplate for viability)	Required (Planning approval and land sale process)	Very Good (Some tree loss but integrated with supermarket)
OPTION 2 NEW LIBRARY STAND ALONE	High	1333sqm (No reduction in library site)	Excellent	Good (Reduced efficiency and delivery timelines impacted)	Unknown (Woolworths have indicated size of existing permit may impact project viability)	Minimal	Good/Average (Greater landscape setback but not integrated with adjoining site and Turnham vehicle access problematic)
OPTION 3 LIBRARY REFURBISHMENT	Low / Medium (low cost but not cost effective over time)	508sqm (Does not meet library needs)	Very Poor	Poor (Difficulties to extend and refurbish existing library)	Unknown (Woolworths have indicated size of existing permit may impact project viability)	Minimal	Average (Existing character retained but no streetscape renewal)



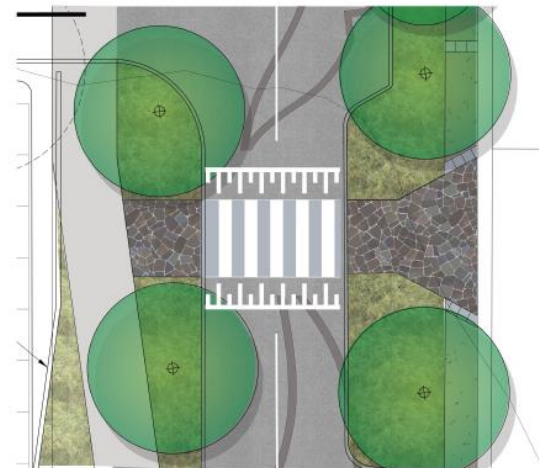




ROSANNA LEVEL CROSSING & STREETSAPES
TURNHAM AVENUE STREETScape DESIGN CONCEPT PLAN



01 TYPICAL PROPOSED TURNHAM AVENUE SECTION
1:100@ A1




02 TYPICAL TURNHAM AVENUE PEDESTRIAN CROSSING DETAIL
1:100@ A1


legend

- proposed evergreen tree
- existing tree to be retained
- existing tree to be removed
- groundcover planting
- exposed aggregate paving
- random 'crazy' paving
- footpath paving
- road
- gum leaf road stencil
- parking area
- bus zone
- concrete unit paving (500 x 500mm)
- informal shared path

street trees



Eucalyptus sideroxylon



Corymbia citrodora 'Scentuous'

hansen partnership pty ltd
melbourne | vietnam
level 4 136 exhibition st
melbourne vic 3000
t 61 3 9654 8944 f 61 3 9654 8088
e info@hansenpartnership.com.au
w hansenpartnership.com.au



NOT FOR CONSTRUCTION

Project Ref: 2016.417
Dwg No.: LCD-001
Scale: 1:1000@ A3
1:500 @ A1
Date: 31.03.2021
Revision: Pg

Attachment 2

PROPOSED DECLARATION
The Heidelberg Central Special Charge Scheme

1. The Banyule City Council (**Council**) proposes to declare a Special Charge (**Special Charge**) under section 163(1) of the *Local Government Act 1989 (Act)* for the purposes of defraying expenses to be incurred by Council in providing funds to the incorporated body known and operating as the Heidelberg Central Traders' Association (**Traders Association**), which funds, subject always to the approval, direction and control of Council, are to be used for the purposes of contracted support, promotional, advertising, marketing, business development and other incidental expenses as approved by Council and agreed to from time to time between Council and the Traders Association, all of which are associated with the encouragement of commerce, retail and professional activity and employment in the Heidelberg Central Shopping Precinct. (**Shopping Centre or Scheme**).
2. The criteria which form the basis of the proposed declaration of Special Charge and are the ownership of rateable land used, or reasonably capable of being used, for commercial, retail or professional purposes, which rateable land is situated within the geographical area in which the properties described in paragraphs 6 and 7 of this proposed declaration are included.
3. In proposing the declaration of a Special Charge, Council is performing functions and exercising powers in relation to the peace, order and good government of the municipal district of the City of Banyule, in particular the encouragement of commerce, retail activity and employment opportunities within the area for which the proposed Special Charge is to be declared.
4. The total cost of the performance of the function and the exercise of the power by Council (in relation to activities associated with the encouragement of commerce, retail activity and employment opportunities in the area for which the proposed Special Charge is to be declared) and also the total amount of the Special Charge to be levied by Council is referable to an amount of \$ 97,856 which amount, it is proposed, will be levied in each year of the Scheme and which in total will raise an amount of \$489,280 over the five year period of the Scheme.

5. The period for which the proposed Special Charge and Charge is to be declared and is to remain in force is a period of five years commencing on 1 July 2021 and ending on 30 June 2026.
6. The area for which the proposed Special Charge is to be declared is all of the land referred to as the Heidelberg Central Shopping Precinct, as identified and shown on the plan set out in the schedule forming a part of this proposed declaration (being **Schedule 1**).
7. The land in relation to which the proposed Special Charge is to be declared is all that rateable land described in the listing of rateable properties set out in the schedule forming a part of this proposed declaration (being **Schedule 2**).
8. The contributions to the proposed Special Charge will be declared and assessed in accordance with the Special Charge amounts set out alongside each property in the schedule forming a part of this proposed declaration (being **Schedule 2**). Properties included will be liable or required to pay
 - Primary Benefit area - located on or fronting Burgundy Street at ground level - \$552 per annum
 - Secondary Benefit area – adjoining side streets and Burgundy Street, first floor and above on - \$276 per annum
 - Tertiary Benefit Area - Warringal Shopping Centre - \$223 per annum
9. The proposed Special Charge will be levied by Council sending a Notice of Levy in the prescribed form annually to the person who is liable to pay the Special Charge, which will require that the Special Charge must be paid in the following manner -
 - (a) by one annual payment to be paid in full by the due date fixed by Council in the notice, which will be a date not less than 30 days after the date of issue of the notice; or
 - (b) by four instalments, to be paid by the dates which are fixed by the Council in the notice.

10. Council will consider cases of financial and other hardship, and may reconsider other payment options for the Special Charge. No incentives will be given for payment of the Special Charge before the due date for payment.
11. Council considers that there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit to those persons that is over and above, or greater than, the benefit that is available to persons who are not subject to the proposed Special Charge, and directly and indirectly as a result of the expenditure proposed by the Special Charge, the viability of the Town Centre as a business, commercial, retail and professional area, and the value and the use, occupation and enjoyment of the properties and the businesses included in the Special Charge Scheme area will be maintained or enhanced through increased economic activity.
12. Council further considers, and formally determines for the purposes of sections 163(2)(a), (2A) and (2B) of the Act, that the estimated proportion of the total benefits of the Scheme to which the performance of the function and the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Special Charge is in a ratio of 1:1 (or 100%). This is on the basis that, in the opinion of Council, all of the services and activities to be provided from the expenditure of the proposed Special Charge are marketing, promotion and advertising related and will accordingly only benefit the owners and occupiers of those properties and businesses included in the Scheme that are used, or reasonably capable of being used, for retail, commercial or professional purposes (in circumstances where there are no other special benefits or community benefits accruing from the Special Charge).

Schedule 2: Proposed Declaration of Special Charge

Property Description	Annual Charge
2/17 Burgundy Street HEIDELBERG VIC 30	\$ 276.00
3/17 Burgundy Street HEIDELBERG VIC 30	\$ 276.00
8A/17 Burgundy Street HEIDELBERG VIC 3	\$ 276.00
8B/17 Burgundy Street HEIDELBERG VIC 3	\$ 276.00
7A/17 Burgundy Street HEIDELBERG VIC 3	\$ 276.00
7B/17 Burgundy Street HEIDELBERG VIC 3	\$ 276.00
19 Burgundy Street HEIDELBERG VIC 3084	\$ 552.00
1/31 Burgundy Street HEIDELBERG VIC 30	\$ 552.00
1A/31 Burgundy Street HEIDELBERG VIC 3	\$ 276.00
2/31 Burgundy Street HEIDELBERG VIC 30	\$ 552.00
1/40 Burgundy Street HEIDELBERG	\$ 276.00
2/40 Burgundy Street HEIDELBERG	\$ 552.00
3/40 Burgundy Street HEIDELBERG	\$ 552.00
4/40 Burgundy Street HEIDELBERG	\$ 552.00
5/40 Burgundy Street HEIDELBERG	\$ 276.00
6/40 Burgundy Street HEIDELBERG	\$ 552.00
7/40 Burgundy Street HEIDELBERG	\$ 552.00
8/40 Burgundy Street HEIDELBERG	\$ 552.00
1, 1/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 2/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 3/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 4/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 5/40 Burgundy Street HEIDELBERG	\$ 276.00
Office 6 Level 1 40 Burgundy Street HEIDELBERG VIC 3084	\$ 276.00
Office 9 Level 1 40 Burgundy Street HEIDELBERG VIC 3084	\$ 276.00
1, 12/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 13/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 14/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 15/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 18/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 19/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 20/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 21/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 22/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 23/40 Burgundy Street HEIDELBERG	\$ 276.00
1, 24/40 Burgundy Street HEIDELBERG	\$ 276.00
1/37 Burgundy Street Heidelberg	\$ 552.00
2/37 Burgundy Street Heidelberg	\$ 552.00
1,1/37 Burgundy Street Heidelberg	\$ 276.00
1,2/37 Burgundy Street Heidelberg	\$ 276.00
1,3/37 Burgundy Street Heidelberg	\$ 276.00
2,1/37 Burgundy Street Heidelberg	\$ 276.00
2,2/37 Burgundy Street Heidelberg	\$ 276.00
2,3/37 Burgundy Street Heidelberg	\$ 276.00

Item: 5.7 Attachment 1: Proposed Declaration - Heidelberg Central Shopping Precinct Special Charge Scheme

2,4/37 Burgundy Street Heidelberg	\$ 276.00
3,1/37 Burgundy Street Heidelberg	\$ 276.00
3,2/37 Burgundy Street Heidelberg	\$ 276.00
3,4/37 Burgundy Street Heidelberg	\$ 276.00
Office 3 Level 3 37 Burgundy Street HEIDELBERG VIC 3084	\$ 276.00
42 Burgundy Street HEIDELBERG VIC 3084	\$ 552.00
1/47 Burgundy Street HEIDELBERG VIC 30	\$ 276.00
1/47 Burgundy Street HEIDELBERG VIC 30	\$ 552.00
2/47 Burgundy Street HEIDELBERG VIC 30	\$ 552.00
2/47 Burgundy Street HEIDELBERG VIC 30	\$ 276.00
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46 Burgundy Street HEIDELBERG VIC 3084	\$ 552.00
48 Burgundy Street HEIDELBERG VIC 3084	\$ 552.00
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71 Burgundy Street HEIDELBERG VIC 3084	\$ 552.00
5/81-83 Burgundy Street HEIDELBERG VIC 30	\$ 276.00
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104 Burgundy Street HEIDELBERG VIC 3084	\$ 552.00
1 Level 2 106 Burgundy Street HEIDELBERG	\$ 276.00
2 Level 2 106 Burgundy Street HEIDELBERG	\$ 276.00
3 Level 3 106 Burgundy Street HEIDELBERG	\$ 276.00

Item: 5.7 Attachment 1: Proposed Declaration - Heidelberg Central Shopping Precinct Special Charge Scheme

108 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
110 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
113 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
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169 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
171 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
173 Burgundy Street HEIDELBERG VIC 308	\$ 552.00

Item: 5.7 Attachment 1: Proposed Declaration - Heidelberg Central Shopping Precinct Special Charge Scheme

174 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
175 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
176 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
1/176 Burgundy Street HEIDELBERG VIC 3	\$ 276.00
177-181 Burgundy Street Heidelberg	\$ 552.00
178 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
180 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
182 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
184 Burgundy Street HEIDELBERG VIC 308	\$ 552.00
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41/56 Burgundy Street HEIDELBERG VIC 3	\$ 223.00
1K/56 Burgundy Street HEIDELBERG VIC 3	\$ 223.00
2K/56 Burgundy Street HEIDELBERG VIC 3	\$ 223.00
3K/56 Burgundy Street HEIDELBERG VIC 3	\$ 223.00
4/56 Burgundy Street HEIDELBERG VIC 30	\$ 223.00

Item: 5.7 Attachment 1: Proposed Declaration - Heidelberg Central Shopping Precinct Special Charge Scheme

5/56 Burgundy Street HEIDELBERG VIC 30	\$ 223.00
6/56 Burgundy Street HEIDELBERG VIC 30	\$ 223.00
8/56 Burgundy Street HEIDELBERG VIC 30	\$ 223.00
7/56 Burgundy Street HEIDELBERG VIC 30	\$ 223.00
9/56 Burgundy Street HEIDELBERG VIC 30	\$ 223.00
10/56 Burgundy Street HEIDELBERG VIC 30	\$ 223.00
11/56 Burgundy Street HEIDELBERG VIC 3	\$ 223.00
1A 56 Burgundy Street HEIDELBERG	\$ 223.00
1C 56 Burgundy Street HEIDELBERG	\$ 223.00
8K/56 Burgundy Street HEIDELBERG VIC 3084	\$ 223.00
Office 1 Ground Level 82 Hawdon Street HEIDELBERG VIC 3084	\$ 276.00
86 Hawdon Street HEIDELBERG VIC 3084	\$ 276.00
88 Hawdon Street HEIDELBERG VIC 3084	\$ 276.00
90 Hawdon Street HEIDELBERG VIC 3084	\$ 276.00
92 Hawdon Street HEIDELBERG VIC 3084	\$ 276.00
94 Hawdon Street HEIDELBERG VIC 3084	\$ 276.00
451 Lower Heidelberg Road HEIDELBERG VI	\$ 276.00
459 Lower Heidelberg Road HEID	\$ 276.00
467 Lower Heidelberg Road HEIDELBERG VI	\$ 276.00
473 Lower Heidelberg Road HEIDELBERG VI	\$ 276.00
454 Lower Heidelberg Road HEIDELBERG VI	\$ 276.00
1/460 Lower Heidelberg Road HEIDELBERG	\$ 276.00
3/460 Lower Heidelberg Road HEIDELBERG	\$ 276.00
464 Lower Heidelberg Road HEIDELBERG VI	\$ 276.00
472 Lower Heidelberg Road HEIDELBERG VI	\$ 276.00
1/486 Lower Heidelberg Road HEIDELBERG	\$ 276.00
4/486 Lower Heidelberg Road HEIDELBERG	\$ 276.00
5/486 Lower Heidelberg Road HEIDELBERG	\$ 276.00
474-482 Lower Heidelberg Road HEIDELBERG	\$ 276.00
60 Mount Street HEIDELBERG VIC 3084	\$ 276.00
62 Mount Street HEIDELBERG VIC 3084	\$ 276.00
64 Mount Street HEIDELBERG VIC 3084	\$ 276.00
66 Mount Street HEIDELBERG VIC 3084	\$ 276.00
68 Mount Street HEIDELBERG VIC 3084	\$ 276.00
70 Mount Street HEIDELBERG VIC 3084	\$ 276.00
72 Mount Street HEIDELBERG VIC 3084	\$ 276.00
74 Mount Street HEIDELBERG VIC 3084	\$ 276.00
80 Mount Street HEIDELBERG VIC 3084	\$ 276.00
84 Mount Street HEIDELBERG VIC 3084	\$ 276.00
89 Mount Street HEIDELBERG VIC 3084	\$ 276.00
1/100 Mount Street HEIDELBERG	\$ 276.00
2/100 Mount Street HEIDELBERG	\$ 276.00
101/104-120 Mount Street HEIDELBERG VIC	\$ 276.00
106/104-120 Mount Street HEIDELBERG VIC	\$ 276.00
108/104-120 Mount Street HEIDELBERG	\$ 276.00
203/104-120 Mount Street HEIDELBERG VIC	\$ 276.00
104/104-120 Mount Street HEIDELBERG VIC	\$ 276.00
201/104-120 Mount Street HEIDELBERG VIC	\$ 276.00
204/104-120 Mount Street HEIDELBERG VIC	\$ 276.00
202/104-120 Mount Street HEIDELBERG VIC	\$ 276.00

Item: 5.7 Attachment 1: Proposed Declaration - Heidelberg Central Shopping Precinct Special Charge Scheme

130 Mount Street HEIDELBERG VIC 30	\$ 276.00
124-126 Mount Street HEIDELBERG VIC 30	\$ 276.00
Shop 1 Ground Level 87 Mount Street HEIDELBERG VIC 3084	\$ 276.00
7 Villa Street HEIDELBERG VIC 3084	\$ 276.00
3 Villa Street Heidelberg	\$ 276.00
1 Villa Street HEIDELBERG VIC	\$ 276.00
21 Yarra Street HEIDELBERG VIC 3084	\$ 276.00
80 Yarra Street HEIDELBERG VIC 3084	\$ 276.00
82 Yarra Street HEIDELBERG VIC 3084	\$ 276.00
86 Yarra Street HEIDELBERG VIC 3084	\$ 276.00
70 Yarra Street HEIDELBERG VIC 3084	\$ 276.00
101 Cape Street HEIDELBERG	\$ 276.00
103 Cape Street HEIDELBERG	\$ 276.00
109 Cape Street HEIDELBERG	\$ 276.00
113 Cape Street HEIDELBERG	\$ 276.00
95 Cape Street HEIDELBERG	\$ 276.00
1/68 Cape Street HEIDELBERG	\$ 276.00
2/68 Cape Street HEIDELBERG	\$ 276.00
	\$ 97,856.00

Declaring a Special Rate and/or Charge The Statutory Process - Key Stages

Pre-Statutory Consultation Process

The pre-statutory process includes consultation and preparation undertaken with stakeholders to ensure that there is a broad understanding and level of support for what is being proposed and the process that will be undertaken. Council adopts a best practice approach to this pre-statutory stage as outlined in the consultation section of this report and works in partnership with the Traders Association to minimise the legal risks that Council can be exposed to during the statutory process.

Key considerations in this phase which support a subsequent lawful statutory process and well-administered scheme include:

- reviewing the current Scheme and facilitating genuine engagement with traders and property owners;
- setting the parameters of the Scheme, the properties to be included and verifying the information with Council's rates and valuations teams;
- supporting a business planning process, which identifies what activities and priorities the proposed Scheme will fund;
- determining the proposed budget and amount payable per property; and
- deciding how the proposed Scheme will be structured – a special rate or charge or a combination of both.

Statutory Process

For Council to declare a Special Rate or Charge, it must comply with the relevant provisions of the *Local Government Act 1989*. Section 163 of the Act sets out the requirements, which include:

- a) that Council may declare a Special Rate or Charge (or a combination of both) only for the purposes of defraying any expenses, or repaying (with interest) any advance made to or debt incurred or loan raised by Council in relation to the performance of a function or the exercise of a power of Council, if Council considers that the performance of the function or the exercise of the power is or will be of special benefit to the persons required to pay the Special Rate (section 163(1); and
- b) that Council must give public notice of its intention to make the declaration at least 28 days before making the declaration (section 163(1A)).

Public Notice

In accordance with section 163 (1B) of the Act and in addition to any other requirements specified in the Act, the public notice must –

- a) contain an outline of the proposed declaration;
- b) set out the date on which it is proposed to make the declaration; and
- c) advise that copies of the proposed declaration are available for inspection at the Council office for at least 28 days after the publication of the notice.

Council must also have regard to the requirements of section 223(1A) of the Act, in particular –

- a) the public notice must specify the date by which submissions are to be submitted, being a date which is not less than 28 days after the date on which the public notice is published; and
- b) the public notice must state that a person making a submission is entitled to request in the submission that the person wishes to appear in person, or to be represented by a person specified in the submission at a Council meeting to be heard in support of their submission.

Council must send a copy of the public notice to each person who will be liable to pay the Special Rate or Charge within three working days of the day on which the public notice is published (section 163(1C)).

Before Making a Declaration

Before making a declaration under section 163(1) of the Act, Council must determine in accordance with section 163(2) —

- a) the total amount of the Special Rates and Charges to be levied; and
- b) the criteria to be used as the basis for declaring the Special Rates and Charges.

In determining the total amount of the Special Rates and Charges to be levied, Council is required to determine the estimated proportion of the total benefits of the Scheme to which the performance of the function and the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Special Rate and Charge.

As it is considered that all of the services and activities to be provided from the expenditure of the proposed Special Rate and Charge are marketing, promotion and advertising related and will accordingly *only benefit the owners and occupiers of those properties and businesses included in the Scheme that are used, or reasonably capable of being used, for retail, commercial or professional purposes*, it is recommended to Council that the 'benefit ratio' for this Special Rate and Charge Scheme is in a ratio of 1:1 (or 100%). This is in circumstances where there are no other special benefits or community benefits accruing from the Special Rate and Charge.

In accordance with section 163(3), the declaration must specify:

- a) the wards, groups, uses or areas for which the Special Rate or Charge is declared,

- b) a description of the function to be performed or the power to be exercised,
- c) the total cost of the performance of the function or the exercise of the power,
- d) the total amount of the Special Rate and Charge to be levied,
- e) the land in relation to which the Special Rate and Charge is declared,
- f) the manner in which the Special Rate or Charge will be assessed and levied,
- g) details of the period for which the Special Rate or Charge remains in force.

Submissions to Council

The statutory process provides the community with the opportunity to make a submission and/or an objection to the Council on the proposed Scheme. Council will consider any submissions and take into account any objections in accordance with sections 163A, 163B and 223 of the *Local Government Act 1989*, prior to making a final decision with respect to the declaration of a Special Rate Scheme for the Heidelberg Central Shopping Precinct.

Objections for Certain Special Rates and Charges

Any person who is liable to pay a Special Rate or Charge under a proposed Scheme has a right to 'object' to the Scheme under section 163B of the Act. The right to 'object' is different from, and in addition to, the right to make a 'submission' under sections 163A and 223.

Any person may make a submission in relation to a proposal to declare a Special Rate or Charge, however, the number of submissions received does not necessarily limit Council's power to declare the Special Rate or Charge. By contrast, if the proposed Scheme receives more than 50% of objections from those persons liable or required to pay the Special Rate or Charge, then Council *cannot* proceed with the declaration (section 163B(6)).

Activities and Achievements We Are Working Towards

- Contain graffiti and vandalism
- Street and area beautification
- Cigarette butt disposal units
- Covid safe outdoor dining
- Various marketing programs & promotions
- Decorative lighting in street trees
- Local artist murals, decorative window displays and pop up art installations



HEIDELBERG CENTRAL
TRADERS ASSOC INC

Special Charge Levy Renewal 2021

Heidelberg Central Traders Association Special Charge Survey

We invite all tenants and owners to take part in our feedback survey.

Your feedback is very important to us to help us identify achievements and areas for improvement so we can develop an ideal vision for the precinct. Please complete the attached survey and return it via reply paid envelope or complete it online at: bit.ly/HeidelbergCentral

If you would like the electronic link emailed to you please send a request to: marketing@heidelbergcentral.com.au or call/text Pauline Keays on 0403 964 964 for a link to be messaged to you.

A Special Charge Scheme has been operating in Heidelberg Central since 1994. The Special Charge Scheme raises funds that are used by the Heidelberg Central Traders Association to collectively manage and market the Heidelberg Central Shopping Precinct.

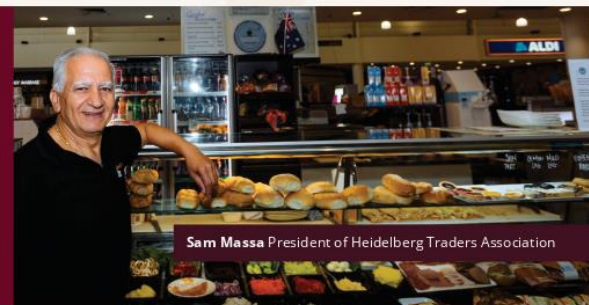
In 2021 the Special Charge Scheme is due to expire and we need businesses to support the renewal of the scheme so we can continue to manage and market our much loved Precinct.

The Heidelberg Central Committee includes volunteer business owners who take time from busy lives to support the Association and lead the way for the Precinct in 2021 and beyond.



CENTRE MANAGEMENT OFFICE

G1/40 Burgundy Street, Heidelberg
Email: marketing@heidelbergcentral.com.au
Phone: 9458 3112
Marketing Manager: Pauline Keays
Mobile: 0403 964 964



Sam Massa President of Heidelberg Traders Association



We invite all tenants and owners to attend our Special Charge Levy Renewal Meeting for the Heidelberg Central Traders Association Inc.

Tuesday February 23rd at 6:00pm
HEIDELBERG CENTRAL OFFICE
G1/ 40 Burgundy Street Heidelberg.
 Light refreshments will be provided

If we are unable to meet face to face due to COVID-19 restrictions the meeting will be held online via Microsoft Teams.

We invite you to attend this brainstorming session to learn more about the scheme renewal and to discuss findings from the survey. We also want to hear your ideas to help shape the vision of the precinct.

Heidelberg Central is changing so is our business mix, our catchment and our landscape.

Be a part of it – have a say – and let us know what you think, we are always looking for ideas that are different and interesting.

We want to set the bar for Main Street Strip Shopping Centres.

'We aim to market and promote Heidelberg Central to the broader community as we grow...'

The Heidelberg Central Traders Association Est 1994

The Heidelberg Central Association (HCTA) is an incorporated body representing business operators and owners across approximately 260 properties in the centre including the commercial properties in Burgundy St, Mount St, Warringal Mall and surrounds.

The Aims of the Association

- To promote the centre as a unique shopping environment with a range of interesting events and activities throughout the year
- To maintain a productive partnership with Banyule Council to improve infrastructure, asset management and precinct presentation
- To work towards increasing customer traffic and retail turnover to assist improvements to business performance
- To potentially develop more interest and enthusiasm by all the businesses to promote the centre and become involved in the work of the Association
- To maintain regular two-way communication with members and with community groups
- To identify and deliver business development programs of value to the members
- To help maintain an attractive mix of businesses in the centre



What We Do

Heidelberg Central Traders Association Inc. is the body responsible for Promotion, Marketing, Advertising and Management of the Heidelberg Central Shopping Precinct, including the Warringal Shopping Centre, involving over 260 businesses.

The Executive and General Committee decide on marketing, promotions or capital expenses and how the funds are best spent to benefit all within the shopping precinct.

These strategies are based on our Business Plan, Traffic Management Plan, Streetscape Plan, Urban Design guidelines and the Heidelberg Precinct Structure Plan.

The current schemes collect \$99,300 annually from property owners and tenants. Unique to Victoria, Banyule Council then contributes a further \$88,797 annually providing the Traders Association with a total annual budget of \$188,097.

We run several promotions per year. Here are some projects we have completed recently:

- Heidelberg Gift Card
- Easter Bunny Hunt and Competition
- Advertising
- Street Banner Program
- Web Site
- Graffiti Removal
- Trader Diaries
- Shop Local Campaign
- Social Media
- Community Sponsorship
- Competitions
- Email Marketing
- Covid Response Support

'...setting the standard for main street shopping centres'

Attachment 1: Background, Referral Comments and Detailed Assessment

Background

The subject site has an extensive planning history, with hospital operations commencing in the 1970s. The most recent planning permit granted was P1009/2008 (issued 3 May 2010) which allowed *'Buildings and works associated with a multi-level addition to an existing hospital (including 62 additional beds and car parking)'* in relation to land at 210-216 Burgundy Street, Heidelberg. Plans were originally endorsed under this permit on 12 August 2011.

Specifically, the permit allowed the addition of 62 beds, with a requirement that the plans show 67 car spaces "allocated" to the existing medical consulting suites at 210 and 214 Burgundy Street properties from the total 277 on site spaces provided. The approved permit amendment was for a further 65 beds and required an additional 83 car spaces be secured within the activity centre or provided to the satisfaction of the Responsible Authority.

The additional 65 bed approval has not been acted upon however the permit remains active.

This permit was most recently extended on 2 October 2020. The development permitted by the permit expires for commencement on 2 September 2022 and must be completed by 2 September 2024.

A further request to amend planning permit P1009/2008 was lodged on 12 September 2018. Among other things, this request sought to amend what the permit allows, permit conditions and the endorsed plans to include the development of a medical centre at 81-83 Darebin Street, changes to upper-level wards of the approved hospital extension, and the addition of an emergency department at the hospital's frontage at 214-216 Burgundy Street.

The amendment application proceeded to public notification in December 2018 and objections were received. The Council subsequently requested that the amendment application be withdrawn to facilitate a transparent consideration of an amended proposal. This was agreed to by the permit applicant and a written request to formally withdraw the amendment application was made on 30 March 2020.

In relation to land at 81-83 Darebin Street, Heidelberg, Planning Permit P978/05 was issued on 22 March 2007 at the direction of VCAT allowing *'A specialist medical centre'* at 81-83 Darebin Street and 216 Burgundy Street, Heidelberg. This permit was never acted upon and has expired. Relevantly, the removal of all vegetation from this site formed part of the proposed medical centre development, however at the time of the decision there were no vegetation protection controls applying to the land.

Referral Comments

Yarra Valley Water (YVW)

YVW does not object to the grant of a permit subject to the inclusion of permit conditions. Relevantly, one of the permit conditions is that *'Yarra Valley Water does not approve of the removal of easement encumbering Lot 16 PS 321255A benefitting Yarra Valley Water as the sewerage asset that it covers has not yet been abandoned.'*

Urban Design

Chapter 5 of the *Roberts Day* Urban Design Memorandum submitted with the permit application (the Memorandum) is structured around six (6) viewpoints (within the public realm) and provides assessments both in support of the proposal and recommended opportunities for enhancement from an urban design perspective.

Council Officers reviewed the Memorandum in conjunction with the architectural plans originally submitted with the application and sought and obtained independent urban design

advice on the proposal prior to requesting additional information. Key findings and recommendations of the urban design consultants engaged by the Council were identified in summary form and raised in correspondence to the permit applicant dated 7 January 2021.

There is generally a consensus position between the two urban design consultants that the building height, scale, and siting of the proposal is broadly acceptable. In this regard there is no objection offered in relation to the proposal exceeding the preferred maximum building heights as set out in DDO5.

Following an online meeting conducted between Council officers and the permit applicant's project team, amended plans were received on 2 March 2021 that go some considerable way to address the urban design concerns raised ('the advertised plans').

Relevant urban design considerations, including elements of the proposal that still require design resolution, are addressed in Attachment 1 to this report under the sub-headings *Burgundy Street (public realm)*; *Park Interface (north and east)*; and *Darebin Street (public realm and residential interface)*.

Traffic and Transport

Referral advice from Council's Traffic team has indicated that the proposed parking provision is acceptable subject to confirmation that there are a total of 278 existing spaces within the subject site.

In relation to traffic Council's Transport team have advised as follows:

- The applicant has submitted a detailed traffic and transport impact assessment report which has been reviewed by Council's Traffic Engineering officers.
- The assessment details the existing traffic volume and the existing traffic generation from the hospital carpark and the surrounding area.
- Furthermore, the assessment also covers the anticipated traffic generation from the proposed use (Section 7 of the report).
- From the report it can be determined that the predicted traffic volumes appear to be acceptable for the service road and the arterial road intersection (Studley Road and Burgundy Street). Majority of the traffic generated by the hospital is anticipated to utilise Burgundy Street Service Road to exit left onto Studley Road towards Darebin Street.
- Furthermore, the AM peak hour Sidra analysis shows minimal change into the intersection, with no change to the degree of saturation and average delay, and a marginal 4m change in que length. This is further proven during the PM peak hour analysis which indicates a 0.01 change in degree of saturation and average delay, and again marginal 5m change in que length.
- As the traffic expected to be generated by the additional 388 car spaces equated to 117 AM peak movements and 108 PM peak movements, it is anticipated that the proposed development is unlikely to have any impact on the operation of the Studley Road/Burgundy Street intersection or movements exiting Burgundy Street Service Lane and hence is acceptable.
- As previously indicated, the installation of Keep Clear linemarking or changes to the turning lanes within Burgundy Street Service Lane is not considered needed. These options can be considered by Council in the future if considered warranted.

Department of Transport

Department of Transport (VicRoads) has advised in correspondence dated 24 March 2021 it requires additional information to assess the proposal. The permit applicant has been advised that further consultation with Department of Transport should be undertaken. No further change to the formal position on the proposal has been received at the point of report writing. Department of Transport is not a Section 55 referral authority in this instance as

there is no permit requirement under Clause 52.29 of the planning scheme. Burgundy Street to the extent of the service road that provides access to the subject site is a local road, therefore the proposal does not seek to create or alter access to a road in a Road Zone Category 1. Despite this, it is important to consider the position of the Department of Transport as the proposal has clear implications for the operation of the surrounding road network, including declared roads.

The Department has considered this application and has advised that it does not object if the permit is subject to the following conditions:

- Prior to commencement of development, a revised Traffic Impact Assessment Report must be prepared to the satisfaction of the Head, Transport Victoria. This report must address traffic and access issues arising from the proposed development on this site and include those raised by the Head, Transport for Victoria's in its letter dated 24/03/2021.
- Prior to commencement of development, a Road Safety Audit must be submitted to and approved by the Head, Transport for Victoria and the Responsible Authority. The road safety audit must be undertaken by a suitably qualified road safety auditor.

ESD Advisor

Council's ESD Advisor undertook a review of the architectural drawings prepared by Silver Thomas Hanley dated 25/01/2021 and the SMP report prepared by Wood Grieve Engineers dated 03/02/2021. It has been advised that the application requires further information to meet Council's Environmentally Sustainable Design (ESD) standards. Permit conditions should be included in relation to the ESD performance of the proposal in the areas of *Energy, Indoor Environmental Quality, Stormwater and Materials*.

Drainage

Council's Drainage and Developments team have requested that the submitted plans be amended to reflect the local flooding conditions affecting the subject land. The advice is based on local flood modelling undertaken in 2013. The requirements are addressed in the Technical Consideration section of this report.

Permit conditions are required to address these outstanding matters.

Waste Management

Council's Waste Management Coordinator has advised the submitted Waste Management Plan requires additional waste management measures to be incorporated into the proposal. This can be addressed by permit conditions.

Arborist

The Council's Arborist advised that eight of the trees proposed to be removed (identified as Trees #2, #3, #8 #9, #10, #11, #15 & #28 in the submitted Arborist Report) require planning approval pursuant to the Vegetation Protection Overlay Schedule 5 provisions (VPO5).

Of these trees, two trees are of high retention value (Trees #11 & #28) and two are Council Street Trees (#2 & #3) located where a new vehicle crossover will provide access to the proposed medical centre (Darebin Street).

Subject to standard tree protection measures, the proposed design will not adversely affect any neighbouring trees.

Building Height, Setbacks & Design

The following urban design comments/concerns (as summarised and italicised) were put to the Permit applicant as part of the Council's correspondence requesting additional information dated 7 January 2021. For each of the key public realm interfaces identified, the urban design comments also considered the commentary offered by *Roberts Day* (contained in 'The Memorandum') prepared on behalf of the permit applicant and should be understood in that context.

This report assesses the proposal's response to the concerns raised as per the amended plans submitted 2 March 2021 which form part of the advertised proposal.

The relevant DDO5 preferred height and setback controls are also identified.

Burgundy Street (public realm)

The Memorandum identifies the Burgundy Street frontage/entrance to the Hospital as 'View 1' and 'View 1A' (south side Burgundy Street) and recommends, inter alia, the following enhancements:

View 1

- 1. As the main entry to the hospital, this frontage should be as activated as possible from the public realm interface perspective. Within the functional requirements of the ground level medical facilities and upper level operating theatre, opportunities to introduce active uses, a direct and open entry, and passive surveillance of the public realm should be maximised.*
- 2. The large planter box appears rather imposing to passing pedestrians. The planter could be articulated to create a stepped effect, breaking up this bulky feature.*
- 3. Any further design resolution that is possible in respect to front entrance massing to emphasise the hospital entrance and re-focus view away from the large building mass in the background is encouraged.*
- 4. There is an opportunity to have a pedestrian crossing at this point which connects to an existing footpath extending from the landscaping strip on Burgundy Street. Parallel parking on the hospital side could be removed at the crossing point, embayed parking installed and the carriageway width reduced at this point. These changes would both improve pedestrian access to the hospital and reduce vehicle speeds around the entry.*

View 1A

- 2. It would be advantageous to experiment with the front entrance massing to emphasise the hospital entrance.*

Council Consultant Review:

The towers proposed in the redevelopment feature shifting panels of horizontal colour, adding visual interest to the skyline, as viewed from the opposite side of Burgundy Street and when approaching the subject site obliquely. The greens and blues of the aluminium panels and louvres reflect the surrounding 'green' attributes of the Activity Centre.

The existing Warringal Private Hospital Burgundy Street façade is characterised by large expanses of cream brick, interrupted by bands of horizontal architectural features and window openings. The mix of banded horizontal elements and materials and low scale street wall gives the large-scale institutional development, a sense of human scale to the public realm footpath interface along Burgundy Street.

The proposed redevelopment of the Burgundy Street pedestrian entrance features an imposing form due to the use of 'heavy' material treatment and lack of meaningful articulation. Although low scale in height, the entrance feature visually dominates the public realm, due to a lack of human scale architectural treatment. Although the large planter box is suggested to be "...rather imposing to pedestrians", the architectural and material treatment of this façade is not discussed or addressed (in the Memorandum) as an aspect for improvement.

A small set of stairs located under the imposing form above, further enforces the perception that the built form sits separate to the footpath, rather than integrating with the public realm. It should also be noted that the reduction in street setback results in the loss of space for the

provision of canopy trees, which would assist in softening the presence of built form, providing further visual relief.

The Memorandum notes that the proposed towers in the background are somewhat masked by the front entrance. It should be noted that from this viewpoint, the height of the proposed towers is considered appropriate and no further treatment for visual recession is required.

The Memorandum also identifies opportunities for an additional pedestrian crossing connecting to existing footpaths and the removal of parallel parking on the footpath side, to improve pedestrian access. These opportunities should be further considered in consultation with the relevant Council departments.

Summary & Recommendation 1:

- *The front entrance massing should be reconsidered to emphasise the hospital entrance. The entrance along the Burgundy Street façade should include increased visual breaks through differing materials and increased architectural articulation. Materials that are considered to have the perception of 'lightness' should be considered to achieve a more human scale response.*
- *Space should be provided to allow for canopy trees and mature vegetation within the front setback, to soften the presence of built form.*

Assessment of Design Response (advertised plans)

DDO5 seeks a maximum building height of 25m, with a maximum street wall height of 10m (built to the Burgundy Street boundary), with buildings set back an additional 1.5 metres for every 3 metres of building height above 10 metres. No additional setback is required above a building height of 16 metres.

The advertised plans show a revised Burgundy Street main hospital entrance and separate emergency department entrance built to the street edge. The combined entrance features a reworking of the architectural treatment, including colonnade treatment to the main entry façade to enhance its prominence with a lighter and more varied material application at the upper levels (see TP-19-C, TP-38-C and TP-50-B).

The entrance ranges in height between 11.34m and 13.4m (approx.) and features vertical louvres (arranged in a horizontal profile) at its upper extent, terracotta tiles beneath, with two horizontal glazed bands (including backlit signage) and white cement sheet banding between the glazed bands sitting above the entry void.

A wider stair leading from footpath level effectively marks the main entry, along with the illuminated signage 'main entry' immediately above. Separate ramp access is also provided.

Full height perforated metal screens at the Burgundy Street edge of the ambulance bays perform as privacy screening whilst also providing some visual permeability. The eastern and western elevations (see TP-19-C & TP-20-C) show large expanses of white cement sheeting to the entry with no material variation or detailing provided. Given this part of the building sits at the street edge, forward of the existing lower almost domestic scale, two storey sections of the hospital, the oblique views of the entry treatment will be of a dominant form. The successful integration of the entry treatment with the rest of the lower sections of the building at the Burgundy Street frontage will be assisted by additional architectural detailing/treatments to these two elevations. This can be addressed by permit conditions.

Space has not been provided to allow for canopy trees and mature vegetation within the front setback to soften the built form, however as described in detail below, there is a proposal for some low-level planting and the establishment of three new street trees adjacent to the entrance to the Council's satisfaction.

It is important to highlight the redevelopment of the hospital must, to a significant extent be undertaken within the constraints of the existing building envelope at the Burgundy Street frontage and that the need to remain operational during the construction process also poses

considerable constraints on opportunities for the siting and design of the new buildings and works. On balance, the design response proposed for the new entry treatments is considered acceptable subject to the change outlined above.

The opportunity for an additional pedestrian crossing should be explored and implemented by Council in consultation with the hospital at an appropriate time.

Park Interface (north and east)

The Memorandum identifies the northern and eastern Park interface as 'View 3' (including the northern face of Tower 2) and recommends, inter alia, the following enhancements:

View 3

1. *There is an opportunity to soften the existing facade treatment to improve the interface with public park, particularly the corner of the existing building. However, given the northern side of the tower is on the park boundary, it is suggested to address this interface through material/cladding treatments to de-emphasise the car parking levels. (Northern façade to park)*
2. *The proposed facade treatment is supported as the glazing provides passive surveillance of the park. (Eastern façade to park – lower levels)*
3. *This view highlights the impact of the proposed built form on the adjoining townhouses at 79 Darebin Street. It is suggested that at a minimum treatment is given to this façade in some other manner, in order to improve this interface and ensure the amenity of these townhouses is preserved. Care should be taken in the placement of any windows to ensure no loss of privacy into the habitable room windows of the townhouses is created. More detailed commentary is provided on this interface under View 4. (Northern façade to Darebin Street townhouses)*
4. *The overall proposed mass is read in the context of the existing canopy trees within the park, which provide a significant screening and softening effect. Opportunities to optimise activation at the lower levels with the park should be explored to enhance the address to and integration with the park. (Eastern façade to park – lower and upper levels)*

Council Consultant Review:

The proposal comprises two towers of 9 and 8 storeys set within the existing Warringal Hospital development located to the rear of the Burgundy Street site.

The 3.04m single rear setback of Tower 2 at the abutting northern interface, does not achieve an appropriate built form transition with the preferred future height of 3-4 storeys along Darebin Street. (See also commentary for 'View 4')

While the proposed built form height does not adversely impact on the surrounding context from a shadowing perspective (due to the scale of the site and location of towers), both towers abut the Darebin Street reserve and with the lack of upper level setbacks, a built form dominated edge is created in the south west corner.

Summary & Recommendation 2:

- *Built form is generally considered in keeping with the predominant height and scale of the identified preferred future precinct identity and character.*
- *Inclusion of upper level rear setbacks above 3 storeys on Tower 2 will allow for an appropriate built form transition to the north.*
- *Upper level setbacks along the Darebin Street reserve interfaces should be considered to achieve a more visually obscured form and backdrop to the park when viewed obliquely from the south-east and north-west approach.*

Assessment of Design Response (advertised plans)

DDO5 seeks a maximum building height of 25m for Tower 1, with a maximum 'street' wall height of 10m (built to the northern reserve boundary), with buildings set back an additional 1.5 metres for every 3 metres of building height above 10 metres.

For most of Tower 2, the DDO seeks a maximum building height of 19m, with a maximum street wall height of 10m (built to the eastern reserve boundary), with buildings also set back an additional 1.5 metres for every 3 metres of building height above 10 metres.

For each of Towers 1 & 2, no additional setback is required above a building height of 16 metres.

The permit applicant has made it clear that the inclusion of upper-level rear setbacks above the three-storey base for Tower 2 is not achievable for the following reasons:

- *The impact on [sic] of significantly reduced floor plates will further challenge the ability to provide health planning outcomes and facilities, and potentially the ability to achieve approval in principle from the regulator, without which the project cannot proceed*
- *The suggested setback would lead to an anticipated loss of 6 beds per floor at the ward levels (30 beds or almost an entire ward in total), and lead to less efficient operations and staffing levels, significantly increasing health care costs. This would be contrary to the community expectation of placing downward pressure on health costs*
- *The loss of these beds jeopardises the provision of the Emergency Department (ED) because of a potential bed shortfall. A bed shortfall is likely to lead to blockages in ED, ambulance bypass, potential reputation loss and further pressure on the public health system*
- *The loss of the ED would also limit the ability of the hospital to attract surgeons and specialists to the hospital, and the important services they provide to the community*
- *The only alternative outcome to retain the potential of the hospital to provide these services is to add a further level to Tower 2 to make up the bed loss resulting from the setback.*

In short there are significant health service impacts from Council's urban design suggested setback, and we firmly believe on balance that the Roberts Day assessment is the appropriate one in all the circumstances.

Northern elevation Tower 2

The response from the permit applicant is understood. The urban design interface issue between the northern face of Tower 2 and the Darebin Street townhouses (No. 79) has been acknowledged by both the permit applicant's and the Council's respective urban design consultants. The suggested approaches to addressing the issue clearly differ, one focuses on materiality variation (as a 'minimum' response), the other focuses on an increased setback for the tower above what would become a three-storey building base. Ultimately the test is one of 'acceptability' rather than achieving ideal or optimal outcomes.

The treatment of the northern elevation of Tower 2 as shown in the advertised plans (see TP-20-C, TP-38-C and TP-51-C) has undergone a significant revision from the earlier plans assessed by the urban design consultants. Importantly, there is now a clear 'horizontal' emphasis to the elevation, through changes to materiality, colour, and the organization of panels, together with the introduction of framing elements to distinguish the base of the tower from its upper levels. The previous vertical emphasis (substantially through the adoption of two concrete panels for the full extent of the building's height at each edge of the tower) and somewhat plain, non-determined and therefore uncertain 'artistic response' treatment to the concrete panels has been abandoned, with the façade successfully broken down and its elements clearly defined. The result of the changes is an interesting façade that no longer dominates in an unacceptable way this sensitive interface.

Accordingly, the treatment of this key elevation is now considered well resolved and no further changes are considered necessary.

Reserve Interfaces

The eastern elevation of Tower 2 has been revised in a similar way to the northern elevation and the overall design response at the eastern reserve interface is improved when compared with the earlier scheme considered by both urban design consultants (see TP-19-C and TP-51-C). There is no change to the base of the building which is set back approximately 1168mm from the eastern boundary (existing) with the upper levels set back 5388mm from the reserve.

The previous untreated concrete panel at the northern edge of the eastern façade is shown as treated from the same material and colour palette as the balance of the façade and a greater horizontal emphasis has been achieved at the five upper levels of the advertised proposal. The continuous vertical 'framing lines' formerly shown in the earlier scheme have been removed from the upper levels and additional horizontal framing lines introduced. Smaller offset colour treatments and therefore more visually disruptive panels have also been adopted that combine to successfully break down the apparent height and mass of the tower as read from the reserve. This response is therefore considered acceptable.

The northern elevation of a substantially modified Tower 1 also has a direct interface with the reserve. The elevational treatments described for Tower 2 have generally been carried across to the upper levels of Tower 1 and have made for a more visually interesting and recessive northern façade than the earlier plans (see TP-20-C and TP-51-C).

The proposed additional upper levels to Tower 1 would be set back approximately 5984mm from the northern reserve boundary.

Darebin Street (public realm and residential interface)

The Memorandum identifies the proposed Darebin Street Medical Centre (and hospital tower backdrop) as 'View 4'; 'View 5'; and 'View 6' and recommends, inter alia, the following enhancements:

View 4 (tower interface to rear of Darebin Street residential)

1. *The tall mass should be broken up to be less imposing on the adjoining townhouses. The north-facing wall and interface to the adjoining townhouse should be treated through the application of the following principles:*
 - *Landscaping within the 3m setback, including canopy trees if possible, to create a softened direct interface at ground and first floor levels, together with a trellised, louvred (or similar) and greened facade treatment affixed to the building wall; and*
 - *Above the first floor level, treatment of the wall to create a horizontal emphasis through the use of cladding, colour, texture, artistic response or other materiality, which may include the creation of separate or multiple horizontal panels.*
2. *Glazing should be carefully placed on this facade so as not to result in overlooking of the townhouses. The glazed element should overlook the driveway of the townhouses, rather than create views into the townhouses and their private open space. This facade could be softened through the addition of landscaping.*
3. *From this view, the proposed massing additions sit well in the background and do not overly impose on the existing houses along Darebin Street. (Tower backdrop)*

View 4 (Medical Centre - Darebin Street public realm)

4. *As a key entry to the health facilities on the site, the visibility and legibility of entry from the street should be optimised through glazing, activated uses in the front of the building and entry.*
5. *The new building frontage presenting to the street should be enhanced with appropriate front setback landscaping treatments, including fencing, and carefully designed to create a sense of address sympathetic to the adjoining landscaped frontages.*

View 5 (Medical Centre - interface to Darebin Street residential and tower interface/backdrop)

1. *The proposed building at 81-83 Darebin Street sits well with the adjacent buildings along Darebin Street.*
2. *The material palette (based off drawings) is sympathetic to the existing residential buildings along Darebin Street.*
3. *The stepping back and gradual increase in massing appropriately transition to the hospital towers in the background.*

View 6 (Medical Centre - interface to Darebin Street residential)

1. *The proposed building at 81-83 Darebin Street sits well with the adjacent buildings along Darebin Street.*

2. *The gradual stepping of the massing towards the rear, helps to create a transition from the Darebin Street buildings to the proposed hospital towers in the central parts of the site. (Hospital tower interface)*
3. *From this angle, the proposed hospital towers pair well with the massing of the Surgery Centre building along Martin Street, which creates a consistent and not overly dominant background to the townhouses at the corner of Martin and Darebin Streets. (Darebin Street/Martin Street corner)*

Council Consultant Review:

Residential interface

'Breaking up' the rear tall mass of Tower 2, with the use of shifting materials and carefully placed glazing (to avoid overlooking of the existing townhouses along Darebin Street) and landscaping, to visually minimise the significant transition in built form height (as recommended in the Memorandum) is considered appropriate, however this should be in addition to the inclusion of upper level setbacks above 3 storeys on Tower 2. This will allow for an appropriate built form transition to the north.

Public realm

The three-storey medical centre located along Darebin Street features a generous 6.5m front setback with a 9.8m east side setback and a 2.59m west side setback.

While the three-story proposal is consistent with the future preferred built form scale of the precinct, an attributable feature of the surrounding area is the provision of mature vegetation and canopy trees in the front setback. The proposal comprises a built to boundary basement, which is not conducive to deep soil planting. Shadow analysis demonstrates that the proposal does not adversely contribute to additional overshadowing of the surrounding context.

The material choice is largely in keeping with the preferred future identity and character of the precinct; however, the oversized window openings are further exaggerated by the encasing large yellow banded window awnings.

This design response in combination with the entrance treatment of a large void, results in an out of scale and character architectural response.

Summary & Recommendation 3:

- *Inclusion of upper level rear setbacks above 3 storeys on Tower 2 will allow for an appropriate built form transition to the north.*
- *Built form is generally considered in keeping with the predominant height and scale of the identified preferred future precinct identity and character.*
- *The basement level of the Darebin Street Medical Centre should be set back from the front boundary to allow for a sufficient deep soil planting area of a minimum 5m x 5m.*
- *The Darebin Street façade treatment should include further architectural articulation to ensure a finer grain design response in keeping with the preferred future streetscape.*
- *The Darebin Street building entrance should be integrated with the front façade rather than located at the end of a large façade void, ensuring a more integrated response to the public realm.*

Assessment of Design Response (advertised plans)

DDO5 seeks a maximum building height of 10m for the Darebin Street medical centre. Preferred front building setbacks for the Darebin Street development defer to Clause 55.03-1 of the planning scheme (Street setback provisions of ResCode).

The residential interface of Tower 2 has been addressed above, leaving the proposed Darebin Street medical centre for consideration.

Subsequent the comments of both urban design consultants, the Darebin Street medical centre building façades have been further modulated with some reworking of the façade designs and materiality to reduce the visual weight of the third level (including through horizontal bands of glazing) and, in the case of the northern façade, enhance the prominence of the pedestrian entry with an expansive area of glazing above it as a marker (see TP-29-B).

The minimum front building setback of 6.5m and maximum building height of 17.28m (excluding plant) are unchanged.

The building has also been further articulated with a generally finer grain response throughout, more consistent with the Darebin Street streetscape in this location.

Further material/design refinement of the pre-cast concrete panels to the eastern elevation (lift core) and the western concrete wall at the base of the building is however considered necessary. The use of off form concrete or similar treatment in lieu of the 'flat' painted concrete panels would provide improved visual interest by breaking down the material and scale and by introducing an element of 'movement' in the case of the four-storey equivalent stair and lift core wall. Such changes would result in an acceptable outcome, noting these elements of the building will be perceived from the residential abuttals to the east and west. This can be addressed by permit condition(s).

Despite that a minimum 5m x 5m deep soil planting area is considered desirable within the front setback, Council officers acknowledge this would necessitate major changes to the proposed basement layout resulting in the loss of car parking spaces. Favourable consideration should therefore be given to the provision of large planter boxes within the front setback area (as proposed) with sufficient soil volume to accommodate small to medium sized canopy trees as proposed. The acceptability of this approach as demonstrated through a detailed landscape concept plan is discussed below.

Off-site amenity impacts

It is critical that the proposal does not result in any unacceptable off-site amenity impacts, noting the SUZ3 seeks to accommodate both medical and residential land use and development.

The following adjoining/adjacent residential properties constitute sensitive interfaces:

- 18 Martin Street (townhouses adjoining No. 83 Darebin Street to the west)
- 79 Darebin Street (townhouses adjoining No. 81 Darebin Street to the east)
- 14 Martin Street (single dwelling adjacent to No. 216 Burgundy Street to the west)
- 8 Martin Street (residential apartments – east elevation)

The following commentary addresses off-site amenity impacts to these properties and additionally addresses objections received from other (non-residential) properties.

Overshadowing

The shadow diagrams (Plans TP-32-B to TP-37-B) show there will not be any unreasonable overshadowing of secluded private open space or habitable room windows for any of the properties described immediately above, with no dwelling experiencing overshadowing (by the proposal) from approximately 10.30am at the September equinox. Among other considerations, an assessment of what constitutes 'unreasonable overshadowing' has had regard to the zone purpose which clearly seeks any dwellings to establish at the upper levels of buildings and not at the lower levels.

The 9am and 10am shadows will impact the eastern buildings of the row of townhouses at 18 Martin Street to the extent of some roof windows/skylights and the angled windows on the south sides of these buildings, albeit that the townhouses themselves also cast their own morning shadow. Importantly, the secluded private opens spaces for these townhouses are

situated within the Darebin Street setback north of the buildings and will not be impacted by any additional shadowing.

The 9am and 10am shadows will also affect the two-storey brick dwelling at 14 Martin Street to the extent of its ground level secluded private open space, east facing habitable room windows and a first floor east facing deck. By 11am much of the useable secluded private open space is free from shadow, as are all east facing windows and the first-floor deck, with the eastern façade most likely shadow free from 10.30am.

None of the dwellings situated within the apartment building at 8 Martin Street will be affected by shadow from 10am.

Concern has been raised by an objector that there will be additional overshadowing of the existing consulting suites at 210 Burgundy Street. The higher built form proposed to the northern side of the existing consulting rooms will cast additional shadow, however this is a consequence of policy that seeks more intensive use and development of the subject site. Importantly the building in question is an existing medical use where the same amenity standards are not applied as they are to residential uses. Notwithstanding that patient amenity is sought to be protected under the site's zoning, it is considered on balance that additional shadow impacts to the consulting rooms are not unreasonable.

The City of Heidelberg Bowling club also objects to the proposal (Stage 2) due to additional overshadowing impacts on the adjacent bowling green to the east of the subject site. The basis for the objection is the concern there will be amenity impacts experienced by the users of the bowling green as well as on the physical integrity of the synthetic surface of the bowling green. Relevantly, shadow diagrams show that the bowling club is not affected between 9am and 2pm at the September equinox. Between 2.30pm and 3pm limited shadows will start to be cast across part of the bowling green (and will continue after 3pm). The extent of overshadowing is considered reasonable and the suggestion that the winter shadow impact should be the test for measuring overshadowing impacts is not sustainable.

Overlooking

There is no unreasonable overlooking of the townhouses to the east of the medical centre due to the generous separation between the respective buildings.

Overlooking from the lower to middle level western windows of proposed Tower 2 to the rear secluded private open space of 14 Martin Street is restricted by both distance and the carport structure and driveway located close to the rear boundary of the dwelling at 14 Martin Street. Overlooking from the upper-level windows of Tower 2 is also restricted by a combination of the vertical and horizontal distances from these windows.

Less clear is the overlooking potential from the openings within the northern elevation of Tower 2 into southern, eastern, and western habitable room windows and secluded private open space of the dwelling at 6/79 Darebin Street on the direct and oblique views. The main orientation of this dwelling is to the east (parkland interface) with ground floor secluded private open space provided on the eastern side, together with a first floor east facing balcony from a bedroom. Plan TP-23-B is only of limited assistance in identifying the overlooking potential. Accordingly, it is considered necessary that a permit condition be included requiring amended plans demonstrating that there will be no unreasonable overlooking to the rear townhouse, adopting the accepted 9m separation limitation for overlooking from ResCode (Clause 55.04-6, Standard B22).

Similarly, TP-27-B and TP-30-B show the overlooking potential (and measures to restrict overlooking) from the west facing openings of the Darebin Street medical centre to the adjoining townhouses at 18 Martin Street. Despite that unreasonable overlooking appears to be avoided, some further clarification is required concerning the design and efficacy of the shading hoods in preventing unreasonable overlooking of the angled south facing windows of the end townhouse and the north facing secluded private open space of this dwelling. This can be addressed by permit condition.

Concern has been raised by an objector that there will be overlooking of the existing consulting suites at 210 Burgundy Street. As set out above in relation to overshadowing concerns raised by this objector, the issue of overlooking as between two medical uses is treated differently to that of overlooking affecting a dwelling. Intensive development of the site is encouraged by the planning scheme and there will be circumstances where there will be direct outlook between windows/landings/terraces from one medical use to another within 9 metres. In this circumstance the use of internal blinds is the most effective way of minimising the extent of visual intrusion.

Noise

The submitted Acoustics Report prepared by Stantec considers potential environmental noise impacts of the proposed development on surrounding sensitive receptors and noise intrusion from traffic to the proposed developments.

The report highlights that environmental noise impact to nearby residential dwellings is subject to EPA SEPP N-1 noise limits. The report anticipates that, with adequate noise control measures incorporated in the design, the proposal will be capable of meeting the SEPP N1 requirements as set out in the report.

The report recommends that details of mechanical plant noise controls to comply with SEPP N-1 limits are to be coordinated with the design team during the detailed design stages of the Project. It is further recommended that an Acoustic Consultant review the noise emissions of external mechanical plant final selections during the detail design stage of the Project to ensure compliance with the EPA's SEPP N-1 environmental noise limits at nearest sensitive receivers and compliance with internal noise level criteria within the Project areas.

The report provides the qualification that any modifications to the features of the development specified in it including, and not restricted to the selection of air-conditioning units/condenser units, layout of equipment, modifications to the building and introduction of any additional noise sources, are to be reviewed during the detailed design stage of the Project.

Relevantly, the acoustic report is dated 27 July 2020 and design changes have been made between that date and the formulation of the current proposal. This is not an unusual situation and acoustic requirements including design, implementation and monitoring phases can be addressed by permit conditions.

Noise and disturbance during the construction phase can be addressed by permit conditions requiring a Construction Management Plan.

Vegetation Removal and Landscaping

VPO5

Eight of the trees proposed to be removed (identified as Trees #2, #3, #8 #9, #10, #11, #15 & #28 in the submitted Arborist Report) require planning approval pursuant to the Vegetation Protection Overlay Schedule 5 provisions (VPO5).

Of these trees, Council's Arborist considers two trees are of high retention value (Trees #11 & #28) and two are Council Street Trees (#2 & #3) located where a new vehicle crossover would provide access to the proposed medical centre (Darebin Street).

The high retention trees are a 14m high *Corymbia maculata* (Tree 11- Spotted gum) located within the rear of the Darebin Street site and a second, 20m high *Corymbia maculata* (Tree 28) located within the front setback of the hospital building in Burgundy Street.

The Council street trees requiring removal to facilitate the medical centre development are a 5m high *Photinia glabra* (Tree 2 – Japanese Hawthorn) and a 6m high *Allocasuarina torulosa* (Tree 3 – Forest Oak).

The remaining four trees requiring a permit for removal (Trees 8, 9, 10 & 15) are located within the rear of the Darebin Street site and according to the submitted arborist report are of moderate retention value (1 x Pin Oak (Tree 8), 1 x Sydney Blue Gum (Tree 10) and 1 x Peppercorn (Tree 15) and of high retention value (1 x Sydney Blue Gum (Tree 9)).

In acknowledging all planning policy settings applying to the subject land, the extent of vegetation removal subject to an acceptable landscape outcome being achieved as part of the proposed development, including replacement planting being undertaken on nearby land.

Given the intensive nature of the development, there is not *'adequate space for offset planting of indigenous or native trees that can grow to a mature height similar to the mature height of the tree to be removed.'* However, this application is considered a clear case where the removal of vegetation is, on balance, *required to deliver a development outcome that makes a substantial and positive contribution to the planning outcomes for the site and surrounding area.'* This is a good example of a development site and location where underdevelopment must be avoided and where a balanced weighing of all relevant planning policies and zone and overlay objectives (i.e., the net community benefit test) leads to an outcome where the extent of vegetation loss is considered acceptable.

Further, as removal of any Council/street tree requires approval from Banyule City Council – Parks Department (separate to the VPO5 considerations), it is reasonable that there be a requirement that replacement planting be undertaken at the cost of the Permit Applicant to Council's satisfaction.

Medical Centre landscape design

On the broader issue of the proposed landscape design, the submitted landscape concept proposes planting within the front setback area of the proposed Darebin Street medical centre (typically within raised planters) including two, medium sized trees to a mature height of 9 metres; screen planting comprising narrow evergreen trees with underplanting along the length of the eastern boundary (adjacent to the common driveway of the adjoining townhouse development to the east); a medium sized evergreen tree within a raised planter at the southeast corner; and planting along the length of the western boundary, including a mix of shrubs and narrow evergreen trees (some in raised planters).

The landscape plan also shows a new street tree directly in front of the Darebin Street site 'subject to Council approval'.

Hospital landscape design

A 2.3m – 2.6m (approx.) wide landscape strip is provided to the northern side of Tower 2 and is shown as landscaped with five medium sized evergreen trees to a height of 9 metres at maturity, together with narrow evergreen trees with underplanting in between. Importantly this landscape strip interfaces with the rear of the townhouse development at 79 Darebin Street and provides some softening of the base of Tower 2.

Turning to the Burgundy Street interface, some low level 'feature planting' is proposed within the front setback area of the new building entry.

Additionally, three new small sized street trees 'to Council Approval' are shown within the road reserve directly in front of the Burgundy Street frontage.

The submitted landscape plan would need to be further developed into a detailed landscape plan, however the concept is considered acceptable given the constraints imposed by the intensive development of the site. This and the requirement for planting to be undertaken off-site can be addressed by permit conditions.

Flooding

The property is subject to risk of flooding and is affected by overland stormwater flows during a storm event with a 1% chance of occurrence in any given year. Council engineers believe that overland stormwater flows will cross the site from the Northwest to the South East of the property.

Based on the proposed plans, there has been a change of access to the proposed Tower 2, where access is found to be below the natural ground level. When the natural ground level is cut, the access floors will not be able to meet the required finished floor levels and the flow conditions change.

The adjusted flood level conditions are as follows:

- The applicable flood level for the:
 - Proposed Tower 1: - 51.798m AHD
 - Proposed Tower 2 Level 2: - 55.345m AHD
 - Proposed Tower 2 Level 3: - 57.73m AHD
 - Proposed medical centre ground floor: 64.199m AHD.
 - Proposed medical centre access to basement ramp apex: 64.199m AHD

The following requirements apply:

- The finished floor level of habitable areas of any proposed development (all corresponding floors with entrance/exits access to the building and/or to the car park) at this site must be at least 300mm above the applicable flood level
- The finished floor level of access entry/exit points must be at least 300mm above the applicable flood levels
- The apex of the proposed basement ramp of the medical centre must be at least 300mm above the applicable flood level.

Council's engineers also highlight there is no stipulation of the finished floor level for the proposed ambulance area and proposed access to Level 2 of the existing building from Barkly Place. There is an approximate 100mm of overland flow that is expected for this section of the proposed development during a 1-in-100 years storm event. As such, should a large storm event occur, this part of the proposed property may have inundation of water.

There are concerns for the Level 2 access to the courtyard, which is at 55.0m AHD, similar to the courtyard level. Level 2 needs to be at least 55.645m AHD, as the level is subjected to 354mm of overland flow. In addition, there is need for the ramp to the basement of the medical centre to be at least 64.499m AHD. Windows /access of the appropriate floor levels needs to be higher than the stipulated floor level, to reduce the risk of inundation in large storm events.

These matters can be addressed by permit conditions.

Transport

The application has been assessed by Council's traffic engineers. Council officers do not concur with the findings of the submitted Cardno report (and supplementary advice) as to parking demand/appropriate rates for the hospital component of the proposal (including medical suites).

Car parking

It is important to consider the planning scheme definitions of 'hospital' and 'medical centre' as set out at Clause 73.03:

- Hospital

'Land used to provide health services (including preventative care, diagnosis, medical and surgical Hospital treatment, and counselling) to persons admitted as in-patients. It may include the care or treatment of out-patients.'

- Medical centre

'Land used to provide health or Office surgical services (including preventative care, diagnosis, medical and surgical treatment, pathology services, and counselling) to out-patients only.'

The proposed development must be assessed under the PO2 provisions which sets out the following statutory parking requirements in relation to the proposed medical centre use:

- *5 spaces to the first person providing health services, plus 3 spaces to every other person providing health services*

For any other use listed in Table 1 of Clause 52.06-5, the number of car parking spaces required for the use is calculated by using the Rate in Column B of Table 1 in Clause 52.06-5.

As there is no rate for 'hospital', car parking spaces must be provided to the satisfaction of the responsible authority. A permit cannot be granted to reduce or waive the car parking requirement for the uses specified in part 3.0 of the schedule (relevantly set out above) unless car parking credits exist for the subject site.

Under Clause 5.0 of Schedule 2 to the PO, a financial contribution of \$17,500 (ex GST) is required in lieu of each car parking space associated with a use other than residential dwellings (as required under Column B of Table 1 in Clause 52.06) being provided on-site. The financial contribution must be paid to the responsible authority and paid in full prior to the commencement of any use or development of the land, unless otherwise agreed in writing by the responsible authority.

Darebin Street Medical Centre parking

The proposed new medical centre comprises 20 medical suites and plans show the provision of 147 car spaces. The Cardno report dated 1 March 2021 recommends the last space should be a turn-around bay – which makes a total of 146 car spaces.

Provision of 146 cars spaces (if allocated for the sole use by the medical centre) would enable 48 people providing health services to operate from the building without the need for payment of a financial contribution. The Cardno report states however that there would be 40 'practitioners', being two per each medical suite. This attracts a parking requirement of 122 spaces, leaving 24 spaces available for the balance of the development. A limit of 40 persons providing health services within the Darebin Street medical centre must be addressed by permit condition.

Hospital (including surgical and specialist consulting suites)

The 1 March 2021 Cardno Report states existing on-site car parking totals 278 spaces (comprising 64 allocated to Doctors, 67 allocated '*by agreement*' under planning permit P1009/2008 (see objector parking concerns discussion below) and 147 'Others' (visitors and staff)).

To determine the utilisation of the various parking areas surrounding the hospital site, surveys were commissioned by Cardno on Tuesday 14th August 2018 between 9am and 6pm. A peak car parking demand for 248 car parking spaces was observed at 1pm equating to a car parking demand for 1.15 car parking spaces per bed as per the Cardno report V181145REPF002 dated 31 August 2018.

Cardno states this peak demand rate of 1.15 spaces per bed is inclusive of the existing surgical and specialist suites within the Hospital and therefore the Hospital rate used within their report is inclusive of beds and hospital suites.

The advertised plans suggest a net increase of 241 car spaces within the main hospital car park and 147 car spaces within the Darebin Street consultancy suites car park (reduced to 146 as discussed above). This equates to a total net increase of 388 car spaces and a total future on site provision of 666 car spaces (as per the plans).

Cardno say that application of the 1.15 spaces per bed rate to the proposal results in an anticipated hospital demand for 400 spaces at the conclusion of Stage 4 development (348 beds).

In support of its demand analysis, Cardno provides a case study (John Fawkner Hospital in Moreland) which is said to be a comparable hospital to the Warringal hospital (existing 146 beds at time of the parking study compared with the existing 151 beds for Warringal), with the facilities and range of services also said to be comparable. The case study (tested at VCAT) analysed 'ABS Journey to Work' data to determine staff parking demand rates. The Cardno report highlights that for visitor rates, Cardno states that VCAT considered three (3) similar private hospitals to provide a sound and appropriate evidence-based rate for John Fawkner Private Hospital (Casey Hospital at 239 beds, Monash Medical Centre at 893 beds and the Alfred Hospital). The average morning period visitor demand rate of 0.55 spaces per bed was used to estimate the potential visitor parking demands of John Fawkner Private Hospital. This rate has been applied by Cardno to Warringal and equates to a demand for 108 visitor car parking spaces based on the additional 197 beds for the hospital. By applying this visitor rate, and a staff demand rate of 0.72 spaces per bed (based on survey), the Cardno report arrives at a combined demand rate of 1.27 spaces per bed (which it says is a conservative rate).

Applying the rate of 1.27 spaces per bed, Cardno say the end stage 348 bed proposal has an anticipated parking demand of 442 spaces (42 more than the initial assessment based on the lower rate of 1.15). The anticipated total demand is put at 564 car spaces (122 spaces for the medical centre and 442 spaces for the hospital), leaving a surplus of 102 car spaces.

Council officers requested additional justification for the rates adopted by Cardno, specifically information on how the surgical and specialist consulting suites operate at present, including a breakdown as to in-patient and out-patient attendance, and evidence of the parking demand generated by comparable suites within similar hospitals. In correspondence dated 24 March 2021, Cardno has reinforced its analysis and further advised that (as summarised):

- There will be a total of 39 surgical and specialist consulting suites (14 existing plus an additional 25)
- The function of Surgical and Specialist Consulting Suites (SSCS) differs from a regular medical centre and consequently require less parking. Patients almost exclusively access SSCS by referral from other medical practitioners and attend by appointment which serves to reduce the incidence of patients waiting.
- Sessions with specialists are longer, ranging between 30 minutes to an hour. Parking requirements are further reduced by the combination of longer consultations and use of appointments.
- Consulting suites within a hospital have relatively low levels of occupancy, which serves to reduce the associated parking.

In respect of additional case study data, Cardno advises (as summarised):

- Practitioners typically operate in half day sessions and for only some days during the week, therefore not all suites are occupied simultaneously.
- Some practitioners elect to share support staff.
- Surveys undertaken at a 15 suite facility at the Epworth Hospital found that generally no more than 50% of suites were occupied at any one time with a peak occupation of

75%. The total parking demand was 2.7 - 3.5 spaces per occupied suite which reduces to between 1.75 and 2.0 spaces per suite when allowance is made for observed suite occupancy averaged across all suites.

- A survey of attendance at St Vincent's and Mercy Hospital Consulting Suites, East Melbourne identified that 61 percent of suites were open at which time an overall average parking of 2.4 spaces per suite was observed.
- The case study data for hospital consulting suites shows that consulting suite occupancy varies between 50% and 75% with a parking demand in the range of 1.75 to 2.4 space per suite.

Cardno has offered an alternative consulting suite parking assessment for the proposal (as summarised):

- The existing parking provision caters for 14 suites and 151 beds, equating to around 1.84 spaces per bed. The observed peak parking is 248 spaces equating to 1.64 spaces per bed, inclusive of consulting suite parking.
- A peak parking requirement of 572 spaces is indicated by applying the existing peak parking rate of 1.64 spaces per bed, indicating provision of 94 spaces more than the existing peak per bed rate (666-572).
- The existing hospital has 14 suites and 151 beds equating to 0.093 suites per bed. Application of this rate to the proposed 348 beds indicates that 32 suites are catered for at the existing pro-rata parking rate. This indicates that 7 suites (39-32) are additional to the existing pro-rata parking provision.
- Application of the case-study parking rates of between 1.75 and 2.4 spaces per consulting suite to the 7 suites indicates an associated parking requirement for between 12 and 17 spaces.
- The proposed provision of 94 spaces more than the peak pro-rata requirement is expected to accommodate the anticipated further parking, between 12 to 17 spaces, associated with the consulting suites with an overall surplus of around 77 spaces (94-17).

An alternative rate derived from NSW data is also offered by Cardno:

- The RTA NSW (RMS) document "Guide to Traffic Generating Developments" indicates a peak parking rate of 1.18 spaces per bed for private hospitals.
- Application of this rate to the proposed 348 bed hospital equates to 411 spaces. The provision of 666 spaces makes up to 255 spaces available for the proposed 39 suites equating to around 6 spaces per suite.
- A Stage 3 peak parking requirement of 337 spaces is indicated by applying a rate of 1.18 spaces per bed, leaving around 182 spaces for the 39 suites equating to around 4.7 spaces per suite.

Summary of Cardno position (1 March 2021 report and 24 March 2021 advice):

- The Darebin Street medical centre is provided with the full quantum of car parking required under PO2. Surplus spaces are available within the medical centre basement car park.
- The 2018 parking survey results equate to a car parking demand for 1.15 car parking spaces per bed (inclusive of the existing consulting suites).
- A 'conservative' rate of 1.27 car parking spaces per bed (inclusive of the existing consulting suites) has been applied as derived from case study data. The end stage proposal will have a surplus of 102 car spaces (2 March 2021 report).

- The parking surplus reduces from 102 car spaces to 77 car spaces by applying the existing peak parking rate for the hospital and the additional case-study parking rates of between 1.75 and 2.4 spaces per consulting suite (24 March 2021 advice).
- As a further alternative, Stage 3 peak parking requirement of 337 spaces is indicated by applying a rate of 1.18 spaces per bed (derived from NSW data), leaving around 182 spaces for the 39 suites equating to around 4.7 spaces per suite (24 March 2021 advice).

Objector parking concerns

Concerns have been raised by objectors that the claimed existing 278 car spaces (as set out in the advertised traffic report ('Cardno report')) appears to include 27 spaces owned by and on the common property of 214 Burgundy Street, 27 spaces under the existing Tower 1 (on the property of HCOA but allocated to 214 Burgundy Street and 40 spaces under the existing Tower 1 - on the property of HCOA but allocated to 214 Burgundy Street) plus some 'spaces' which are actually loading bay, ambulance and patient drop off and some that are alienated for temporary storage use (COVID related) or permanent storage use.

Objectors suggest the hospital at present contains no specialist suites, contrary to the assertions made. The 14 specialist suites referred to are said to be derived from the number of Lots in 214 Burgundy Street excluding the car park. 214 Burgundy Street is said to be not part of Warringal Private Hospital but a separate strata-titled building consisting of 14 Lots and common property. Objectors say only Suites 5 and 14 are owned by the Permit Applicant (therefore having access to only 4 car spaces) and that the suites provide predominantly or wholly outpatient, not hospital, services.

Objectors say the Planning Permit for 214 Burgundy Street required the provision of 54 car spaces and that through various mechanisms, these 54 spaces remain available to that property. It is suggested save for 4 car spaces available to HCOA, the 54 car spaces should not be included in the 'pool' of 278 spaces.

Objectors also say 210 Burgundy Street is a separate, unconnected, strata-titled building containing 12 specialist consulting suites providing wholly outpatient services and that HCOA owns no part of this building (which has no relationship with the hospital). It is suggested 210 Burgundy Street has a planning requirement for 60 car spaces.

Based on the above, objectors say HCOA has 184 car spaces available to it (278 – 27 – 40 – 27) and not the 278 spaces as claimed.

Response to objection

The Cardno report acknowledges an existing allocation of 67 spaces 'by agreement' under planning permit P1009/2008.

Relevantly, planning permit P1009/2008 (as amended) does require plans to show the allocation of 40 car spaces to the existing medical consulting suites at 210 Burgundy Street and the allocation of 27 car spaces to the existing medical consulting suites at 214 Burgundy Street (see Conditions 1(vii) and 1(viii) of the amended permit). This requirement is preferred to the objector position. These conditions should be included on any permit granted for the proposal.

Adopting any of the three approaches taken by Cardno results in a car parking surplus, with the reduced surplus of 77 spaces being the more conservative and therefore preferred analysis.

Permit conditions will require a parking management plan, including that the application of the 'agreed' parking rates will result in the required car parking to be provided on-site for each stage of the development.

Motorcycle parking

For all development requiring more than 20 car parking spaces, motor-cycle parking must be provided at a rate of 1 space for every 20 car spaces (prior to any dispensation of the car parking rate), unless the responsible authority is satisfied that a lesser number is sufficient. In this case 15 motorcycle parking spaces are provided which is considered satisfactory, noting there is no dispensation of the car parking rate for this application. The 1 March 2021 Cardno Report calculates a requirement for 17 motorcycle spaces based on its analysis of car parking requirements (Darebin Street medical centre), the adopted car parking rate of 1.27 spaces per each bed for the hospital (including the surgical and specialist suites), resulting in a provision (requirement) of an additional 372 car spaces. The Council has not necessarily accepted that the requirement is for 17 motorcycle spaces, however it is satisfied with the provision of 15 motorcycle spaces as proposed.

Bicycle parking

Clause 52.34 of the Planning Scheme specifies bicycle parking requirements for new developments and changes in use. The development has a statutory bicycle requirement of 50 bicycle spaces, including 28 staff spaces and 22 visitor spaces across the hospital and medical centre uses.

The proposed expansion has a bicycle parking provision of 77 bicycle parking spaces, exceeding the statutory requirement by 27 spaces. Based on the above, the provision of bicycle parking and end of trip facilities in the development is acceptable and exceeds the relevant requirements.

Traffic

Council's Transport team have reviewed the proposal and detailed comments are provided in the referral section above.



WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT

216 BURGUNDY STREET, MELBOURNE 3084

TOWN PLANNING SUBMISSION

TOWN PLANNING - DRAWING LIST		
Sheet Number	Sheet Name	Revision
TP-00	COVER SHEET	C
TP-01	SITE ANALYSIS	B
TP-02	DESIGN RESPONSE	B
TP-03	SITE COVERAGE	B
TP-04	PREFERRED MAXIMUM HEIGHTS	B
TP-05	HOSPITAL BASEMENT 4 PLAN	B
TP-06	HOSPITAL BASEMENT 3 PLAN	B
TP-07	HOSPITAL BASEMENT 2 PLAN	B
TP-08	HOSPITAL BASEMENT 1 PLAN	B
TP-09	HOSPITAL LEVEL 1 PLAN	B
TP-10	HOSPITAL LEVEL 2 PLAN	B
TP-11	HOSPITAL LEVEL 3 PLAN	B
TP-12	HOSPITAL LEVEL 4 PLAN	B
TP-13	HOSPITAL LEVEL 5 PLAN	B
TP-14	HOSPITAL LEVEL 6 PLAN	B
TP-15	HOSPITAL LEVEL 7 PLAN	B
TP-16	HOSPITAL LEVEL 8 PLAN	B
TP-17	HOSPITAL LEVEL 9 PLAN	B
TP-18	HOSPITAL LEVEL 10 / PLANT / ROOF PLAN	B
TP-19	HOSPITAL ELEVATIONS	C
TP-20	HOSPITAL ELEVATIONS	C
TP-21	SECTIONS A	C
TP-22	SECTIONS B	C
TP-23	SECTIONS C	B
TP-24	MEDICAL CENTRE BASEMENT 4&5	B
TP-25	MEDICAL CENTRE BASEMENT 2&3	B
TP-26	MEDICAL CENTRE BASEMENT 1 & GROUND FLOOR	B
TP-27	MEDICAL CENTRE LEVEL 01&02	B
TP-28	MEDICAL CENTRE ROOF PLAN	B
TP-29	MEDICAL CENTRE ELEVATIONS	B
TP-30	MEDICAL CENTRE SECTION DETAILS	B
TP-30	SECTION DETAILS	B
TP-31	CONTEXT SECTIONS	B
TP-32	SHADOW DIAGRAM - 9AM & 10AM 22 SEPTEMBER	B
TP-33	SHADOW DIAGRAM - 11AM & 12PM 22 SEPTEMBER	B
TP-34	SHADOW DIAGRAM - 1PM & 2PM 22 SEPTEMBER	B
TP-35	SHADOW DIAGRAMS - 3PM 22 SEPTEMBER & WEST SHADOW IMPACT	B
TP-36	SHADOW DIAGRAMS - WEST SHADOW IMPACT (Darebin St Existing Buildings)	B
TP-37	SHADOW DIAGRAMS - WEST SHADOW IMPACT (Darebin St Existing Buildings)	B
TP-38	EXTERNAL MATERIAL & COLOUR SCHEDULE	C
TP-39	EXTERNAL FINISHES CONSULTANT BUILDING	B
TP-40	DEMOLITION PLAN - BASEMENT 03	B
TP-41	DEMOLITION PLAN - BASEMENT 02	B
TP-42	DEMOLITION PLAN - BASEMENT 01	B
TP-43	DEMOLITION PLAN - LEVEL 01	B
TP-44	DEMOLITION PLAN - LEVEL 02	B
TP-45	DEMOLITION PLAN - LEVEL 03	B
TP-46	DEMOLITION PLAN - LEVEL 04	B
TP-47	DEMOLITION PLAN - LEVEL 05	B
TP-48	DEMOLITION PLAN - DAREBIN STREET	B
TP-49	SURVEY	B
TP-50	ARTIST'S IMPRESSION	B
TP-51	ARTIST'S IMPRESSION	C
TP-100	FACADE OPTIONEERING	A

SUMMARY OF THE PROPOSED ESD INITIATIVES BY CATEGORY IN LINE WITH THE SMP

INDOOR AIR QUALITY

- The ventilation system will comply with ASHRAE Standard 62.1 as a minimum requirement for separation distances between pollution sources & outdoor air intakes. Specific requirements for a hospital facility will also be met.
- Mechanical systems will be designed to best practise design standards with heat recovery as required by code.

ACCESS TO DAYLIGHT

- Building orientation, eave and facade design, glazing and material selection will be designed with the intent to provide natural daylight within the patient ward areas.
- Glazing will be selected to maximise access to daylight while prioritising thermal performance necessary to achieve the targeted energy consumption outcomes. The VLT of the selected glazing will be a minimum of 50%.

VISUAL & ACOUSTIC COMFORT

- Blinds will be provided to patient ward areas and to all other glazed areas.
- Facade and services will be designed to minimise noise and meet operational acoustic requirements.

INDOOR POLLUTANTS

- Low Volatile Organic Compounds (VOC) internally applied paints, carpets, adhesives and sealants will be selected for the project.
- Low Formaldehyde engineered wood products (particleboard, plywood, MDF) will be selected for the project.

BUILDING FABRIC

- Building fabric will be assessed and designed to comply with BCA Section J requirements via a JV3 performance solution. Double glazing with solar control coatings is expected to be applied used throughout the project.

LIGHTING

- Energy efficient LED light fittings will be installed throughout.
- The lighting power density will meet lighting power density allowable in Table J6.2a. BCA 2019. Lighting controls and switching will be programmable and fully addressable system.

CAR PARK VENTILATION

- Car park mechanical systems to include variable speed fan drives and Carbon Monoxide (CO) monitoring systems to improve energy efficiency and ensure systems only run when required.

WATER CONSERVATION

- Sanitary fixtures for public facilities across the development will meet the nominated WELS rating below:
 - Taps - 6 Star Basin taps
 - Toilets - 4 Star
 - Urinals - 5 star
- Any fire protection systems will be designed to include temporary storage for 80% of the routine fire protection system test water and maintenance drain-downs for reuse on-site. If sprinkler systems are installed, each floor will be fitted with isolation valves or shut-off points for floor-by-floor testing.
- Drip irrigation with moisture sensor override will be installed. The landscaping and associated systems will be designed to reduce the consumption of potable water required for irrigation through the installation of subsoil drip irrigation and operate on timer controls.

CONSTRUCTION AND DEMOLITION WASTE

- The head contractor will commit to divert at least 80% of the waste generated during construction and demolition from landfill.

OPERATIONAL WASTE

- Ramsay Health will have a specific waste management policy in place to manage general waste and hospital waste. Separate bins for general recycling will be provided.

LOW IMPACT MATERIALS

- Subject to structural engineering requirements, the project will specify recycled content (fly ash or furnace slag) in structural concrete.
- The building's steel (structural & reinforcing) will be sourced from a Responsible Steel Maker. Steel making facilities are to be ISO 14001 certified and be a member of the World Steel Association's (WSA) Climate Action Programme (CAP).
- All new timber used in the project will be FSC or PEFC certified.
- Selections for permanent formwork, pipes, flooring, blinds and cables will be either PVC free products or meet PVC Best Practice Guidelines.



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084

PROJECT NO: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **COVER SHEET**

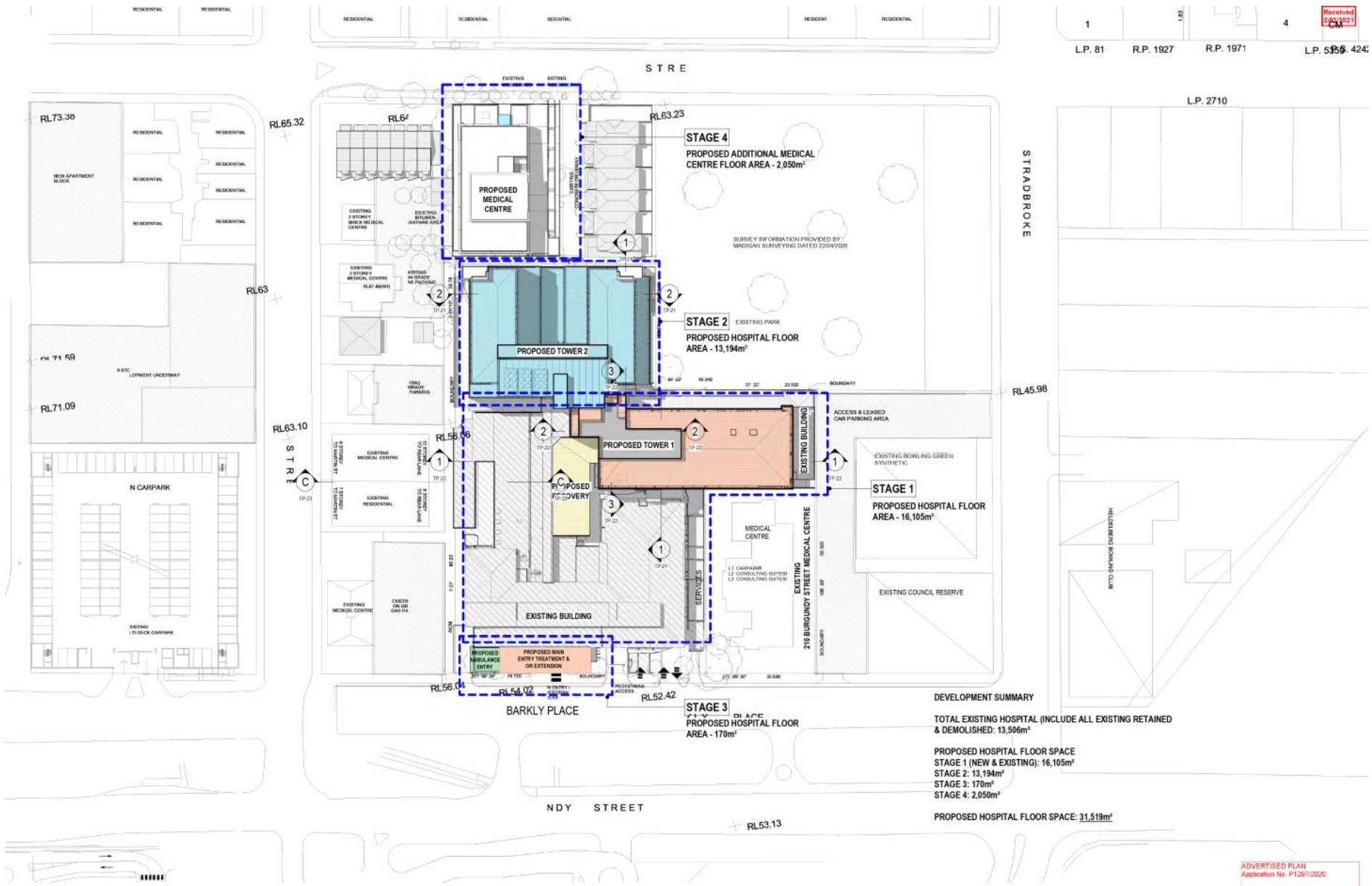


DATE: **01/03/2021**

SCALE: **@ A1**

DRAWING No: **TP-00 - C**





1 L.P. 81 R.P. 1927 R.P. 1971 L.P. 5389 424
 Received 25/01/2021
 L.P. 2710



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084

PROJECT NO. **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **DESIGN RESPONSE**

DATE: **25/01/2021**

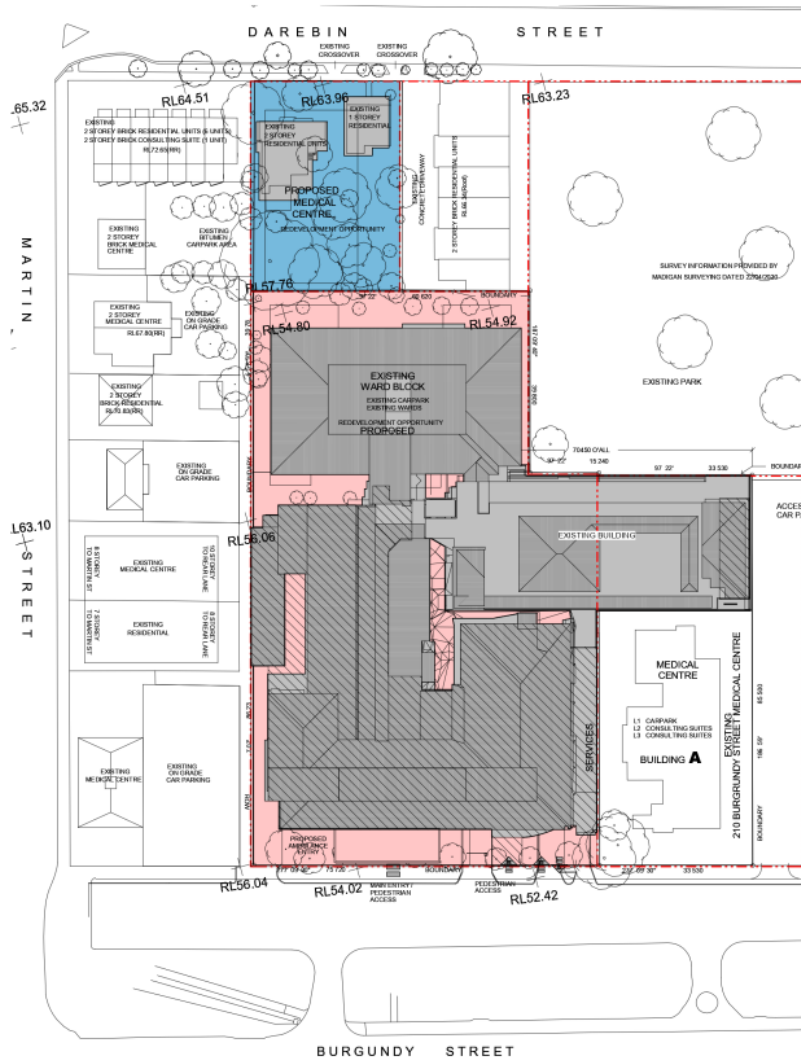
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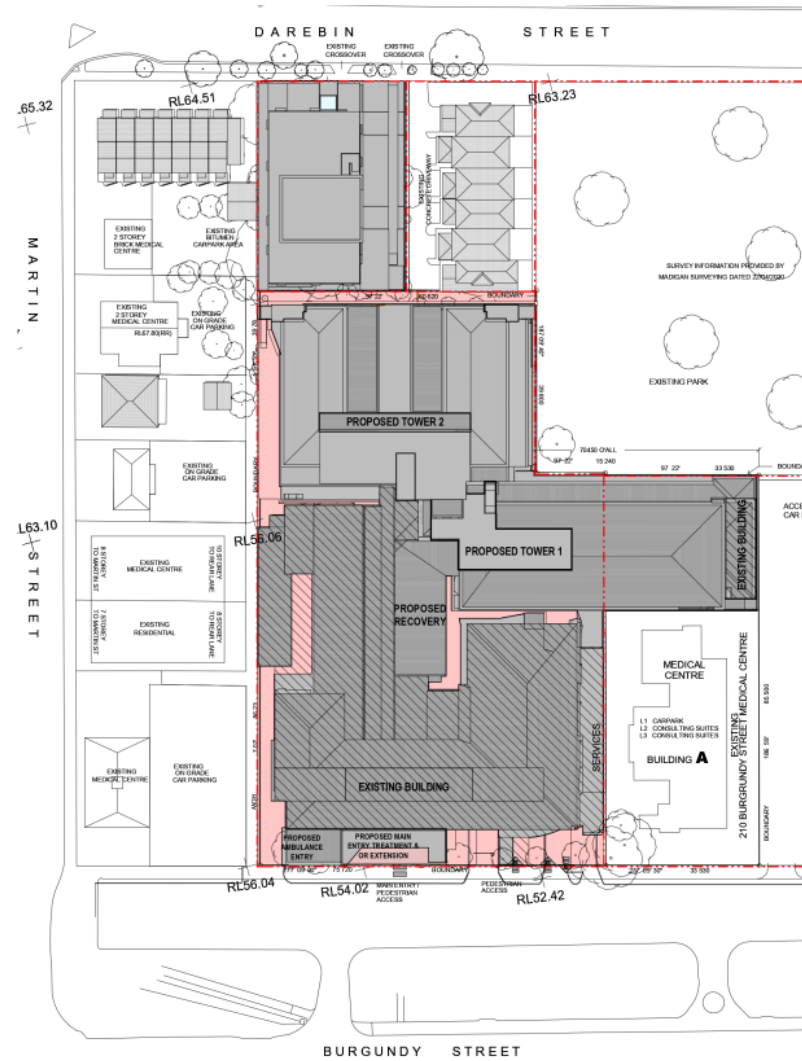
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	SITE COVERAGE			PERMEABILITY	
	Site Area	Area Covered by Buildings	Site Coverage Percentage	OPEN AREA	Permeability Percentage
MEDICAL CENTRE SITE	1002 m ²	342 m ²	23%	762 m ²	62%
HOSPITAL SITE	9942 m ²	8515 m ²	81%	825 m ²	8%

○ SITE COVERAGE - EXISTING CONDITIONS
SCALE: 1:500



	SITE COVERAGE			PERMEABILITY	
	Site Area	Area Covered by Buildings	Site Coverage Percentage	OPEN AREA	Permeability Percentage
MEDICAL CENTRE SITE	1502 m ²	1488 m ²	99%	0 m ²	0%
HOSPITAL SITE	9942 m ²	8763 m ²	88%	307 m ²	4%

○ SITE COVERAGE - PROPOSED CONDITIONS
SCALE: 1:500



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084

PROJECT NO: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **SITE COVERAGE**

DATE: **25/01/2021**

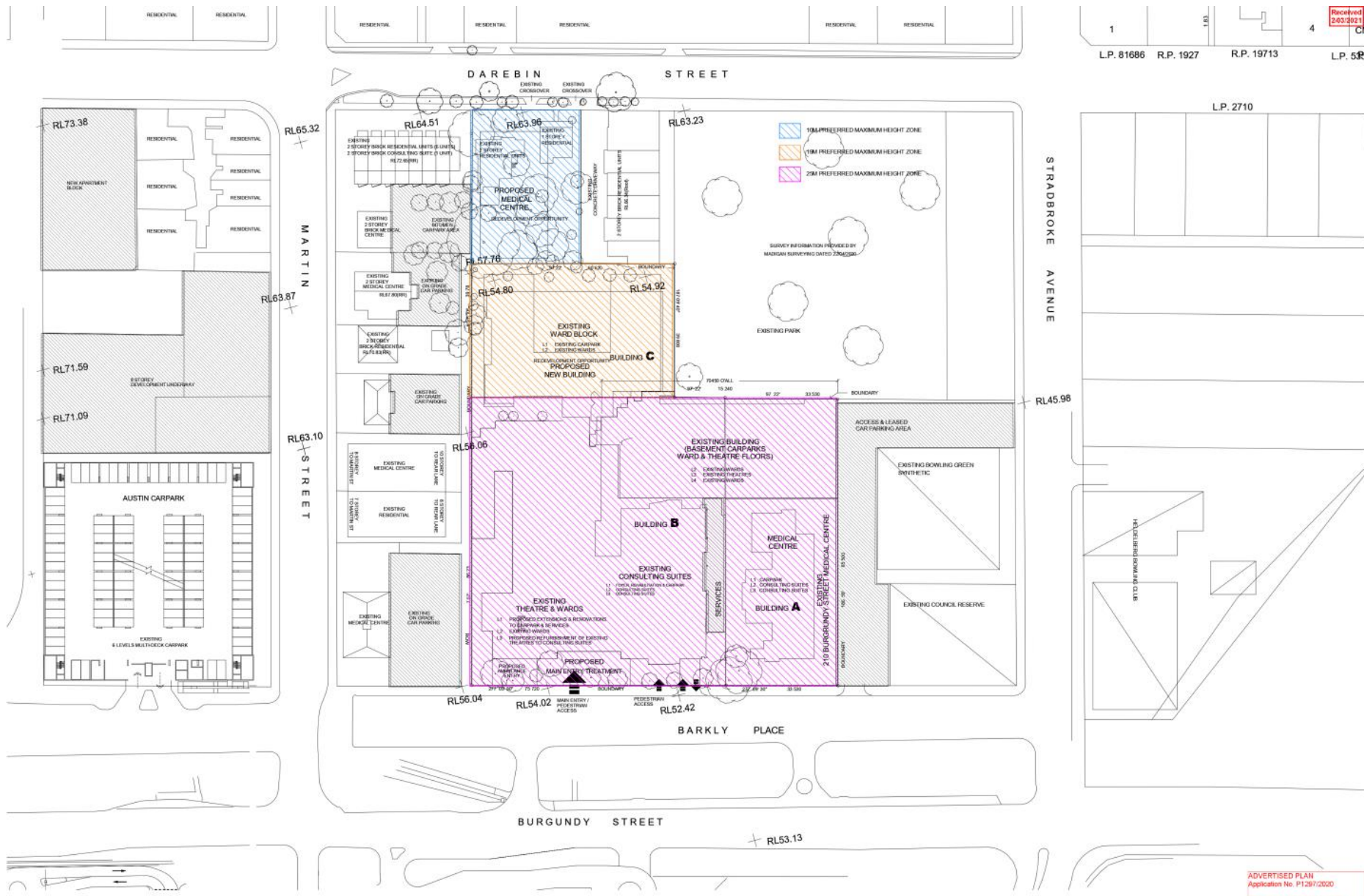
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STRADBROKE AVENUE

RL45.98

210 BURGUNDY STREET

EXISTING COUNCIL RESERVE

EXISTING BOWLING GREEN SYNTHETIC

ACCESS & LEASED CARPARKING AREA

BOUNDARY

BOUNDARY

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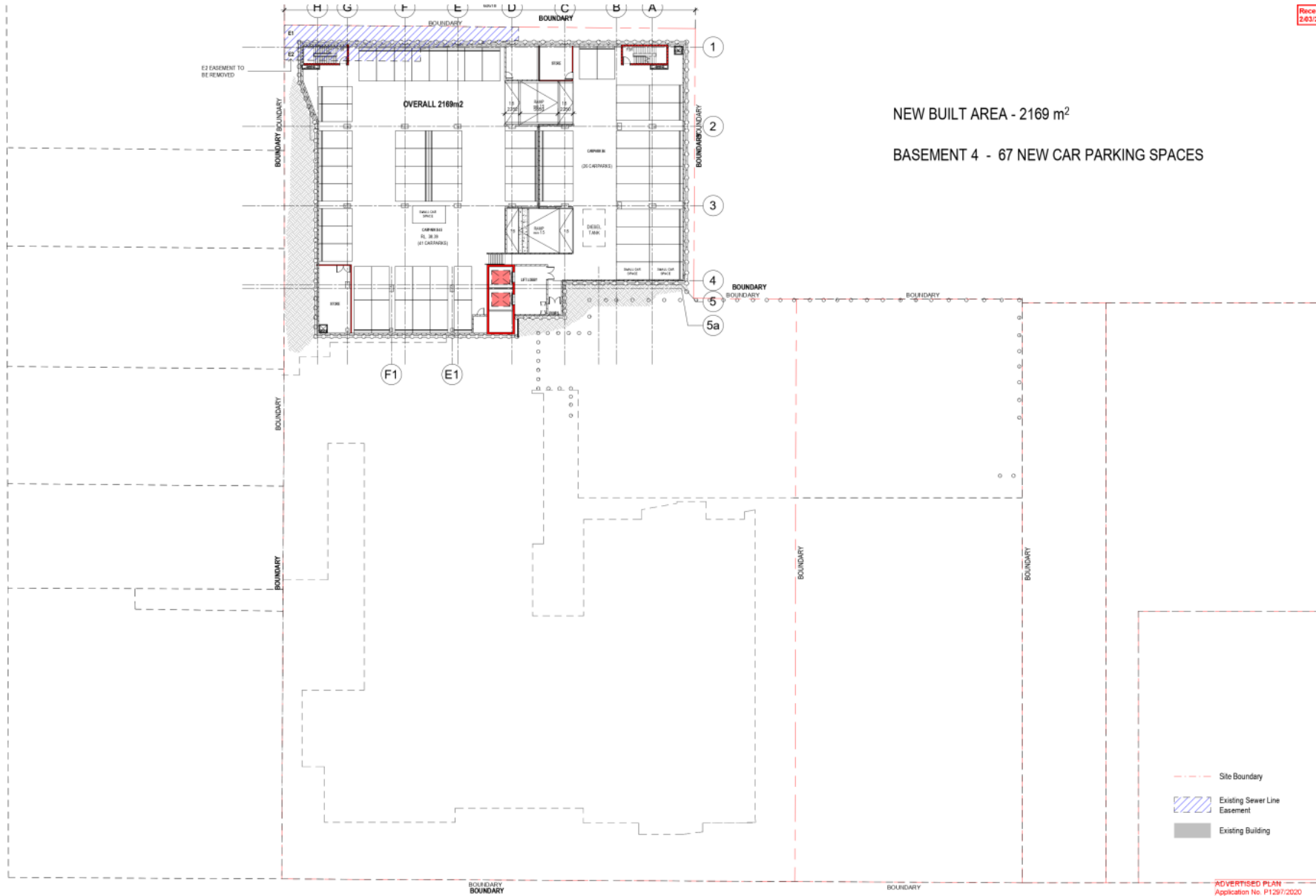
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216 Burgundy Street, Melbourne, 3084
PROJECT NO: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **PREFERRED MAXIMUM HEIGHTS**

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NEW BUILT AREA - 2169 m²

BASEMENT 4 - 67 NEW CAR PARKING SPACES



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084
 PROJECT NO.: **10461**
 PROJECT STATUS: **Town Planning**

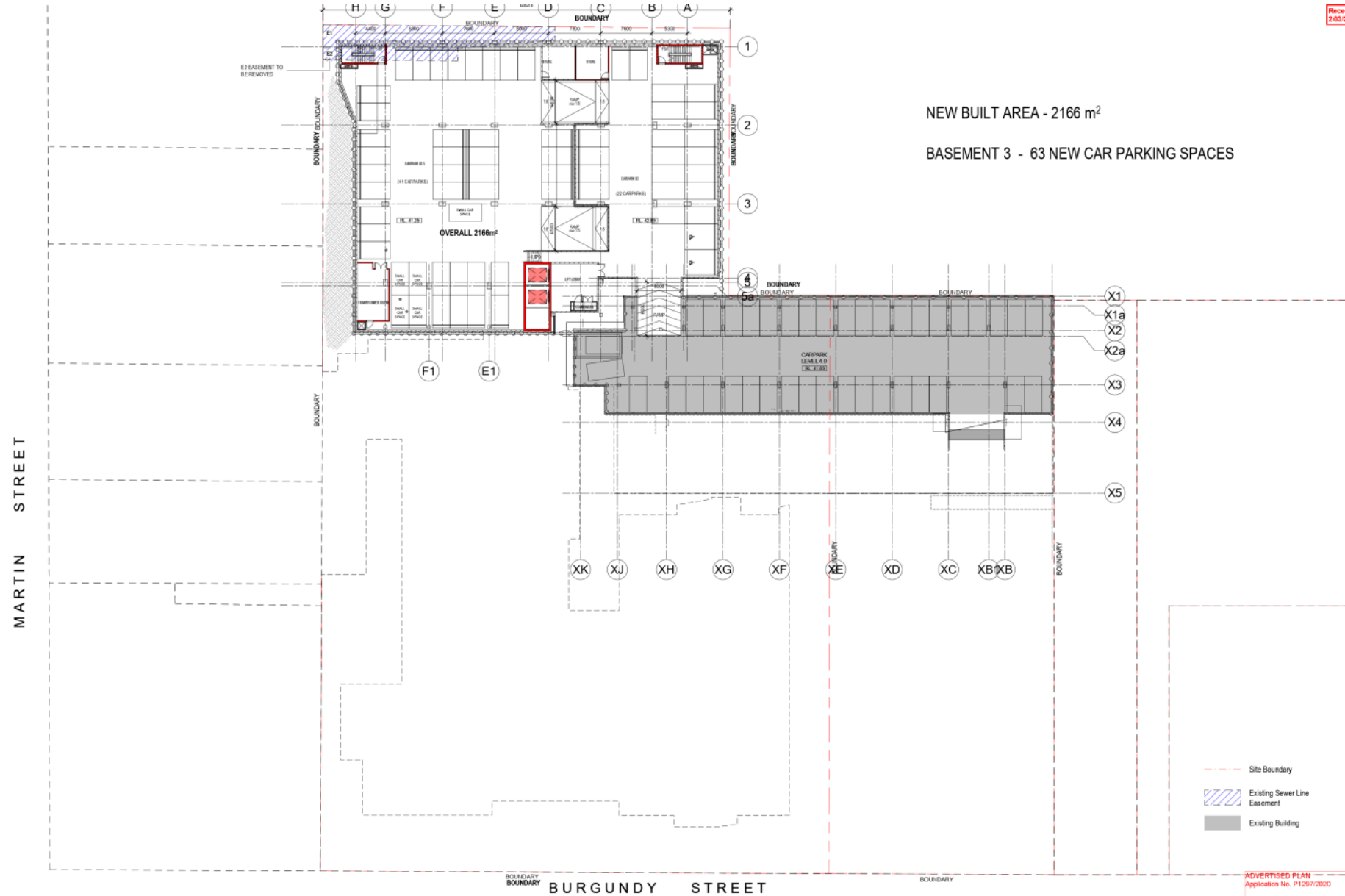
SHEET NAME: **HOSPITAL BASEMENT 4 PLAN**
 RL 39.89



DATE: **25/01/2021**
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 DRAWING No: **TP-05 - B**

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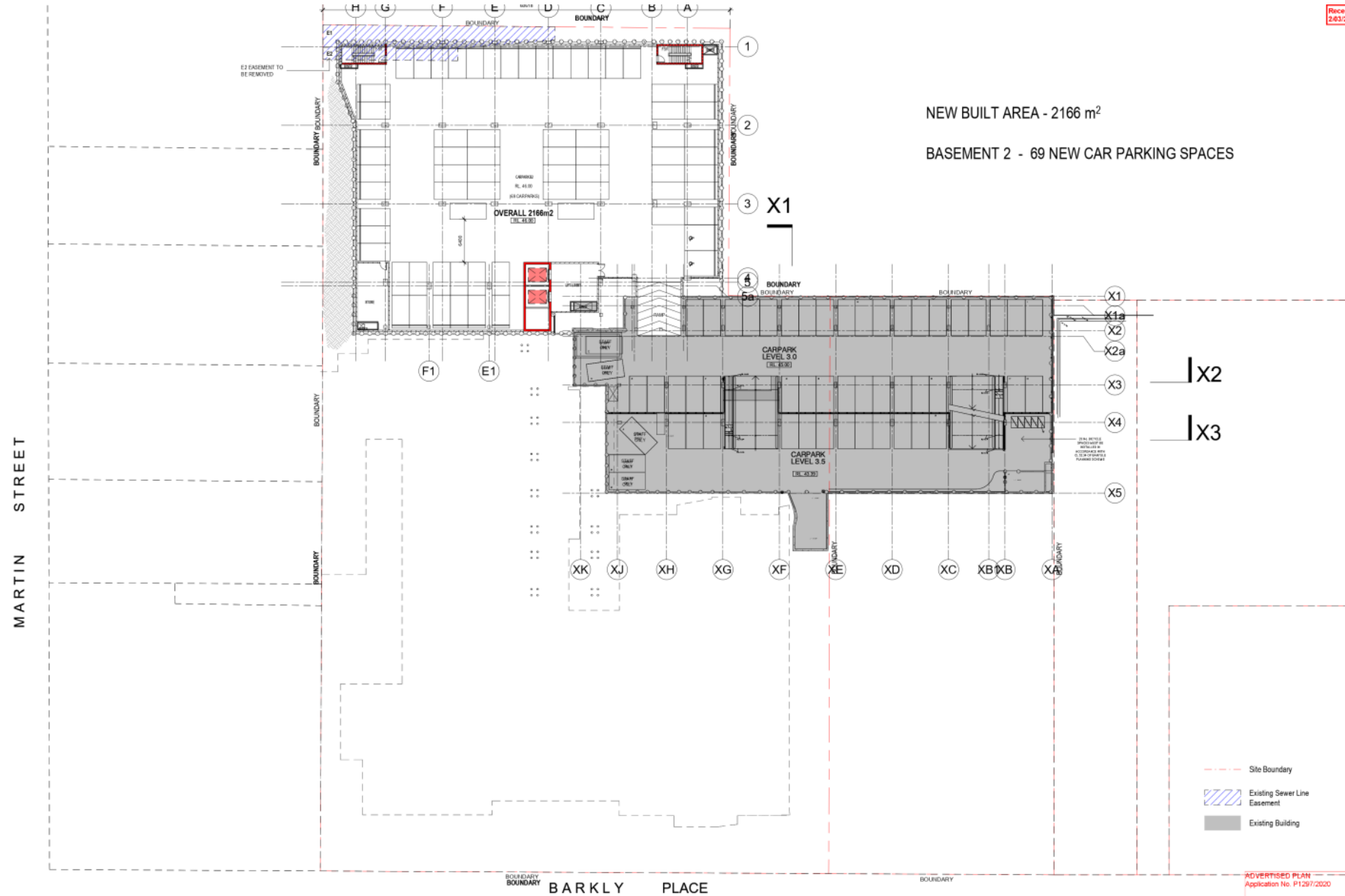
PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084
 PROJECT NO.: **10461**
 PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL BASEMENT 3 PLAN**
 RL 42.89

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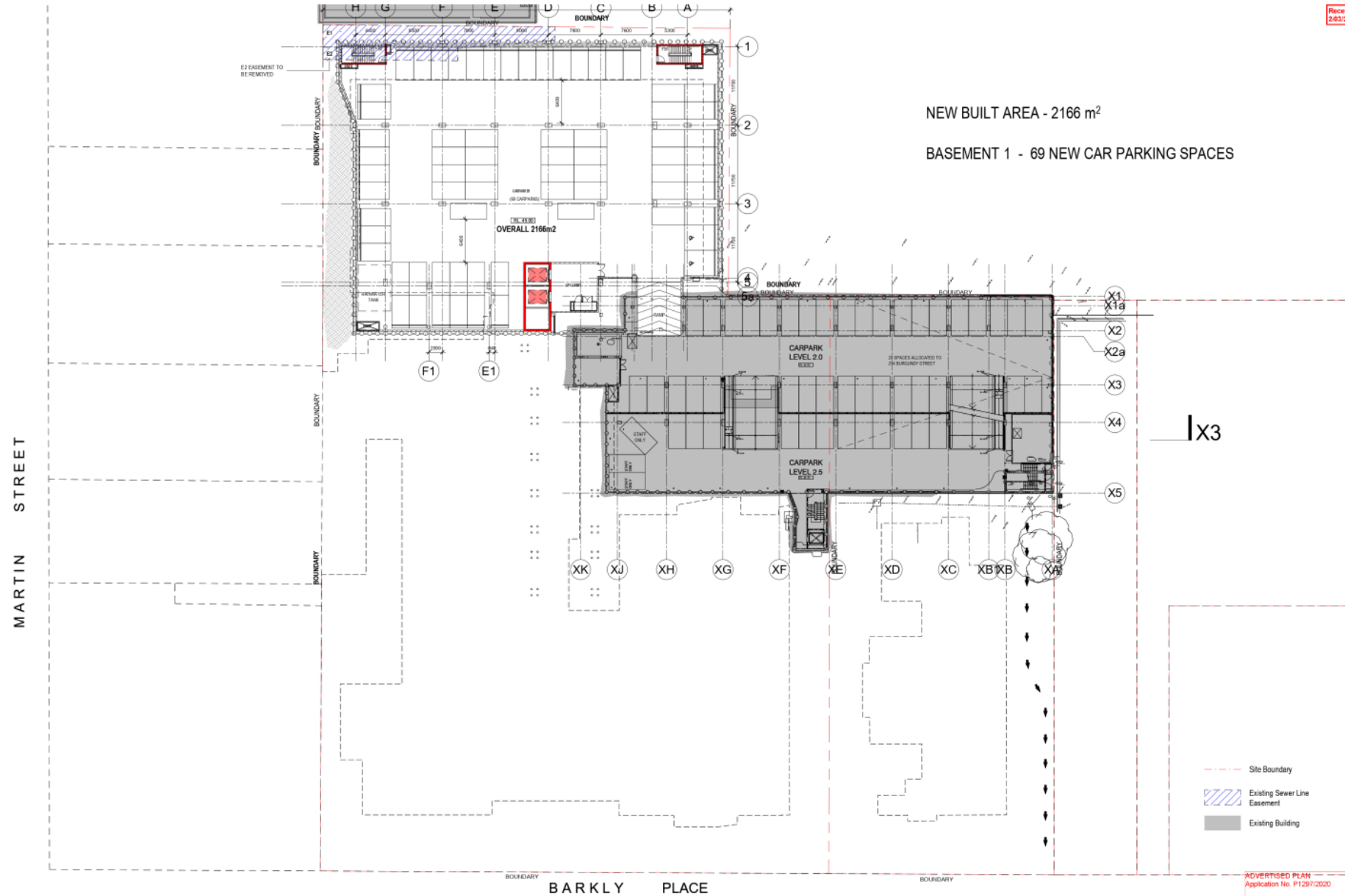
PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084
 PROJECT NO.: **10461**
 PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL BASEMENT 2 PLAN**
 RL 46.00

DATE: **25/01/2021**
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 216 Burgundy Street, Melbourne, 3084
 PROJECT NO.: **10461**
 PROJECT STATUS: **Town Planning**

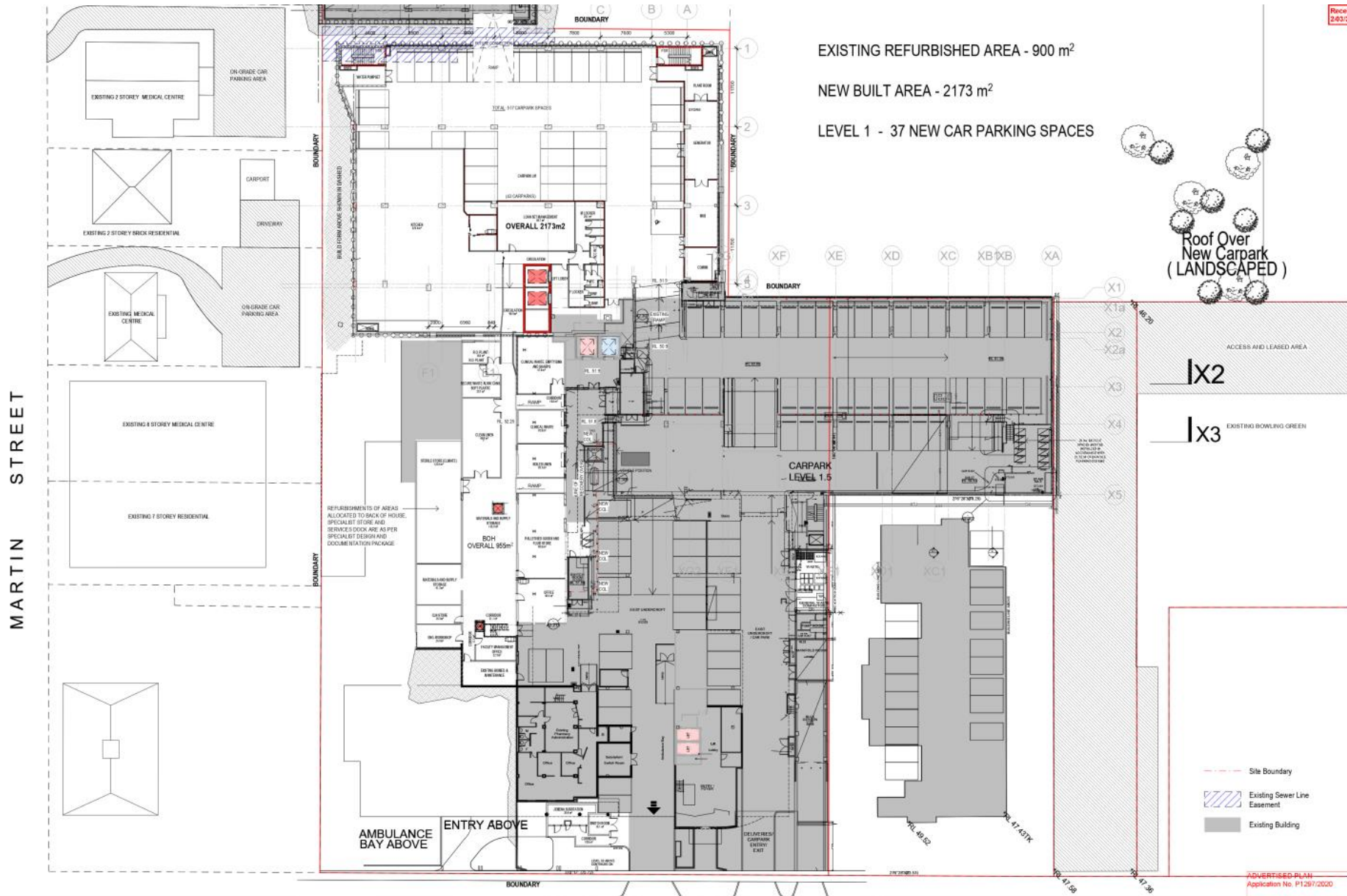
SHEET NAME: **HOSPITAL BASEMENT 1 PLAN**
 RL 49.00



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EXISTING REFURBISHED AREA - 900 m²
 NEW BUILT AREA - 2173 m²
 LEVEL 1 - 37 NEW CAR PARKING SPACES

Roof Over
New Carpark
(LANDSCAPED)

Ix2

Ix3

- Site Boundary
- Existing Sewer Line Easement
- Existing Building

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 216 Burgundy Street, Melbourne, 3084
 PROJECT NO: **10461**
 PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL LEVEL 1 PLAN**
 RL 51.90

DATE: **25/01/2021**
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PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084

PROJECT NO. **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL LEVEL 2 PLAN**

RL 55.00



DATE: **25/01/2021**

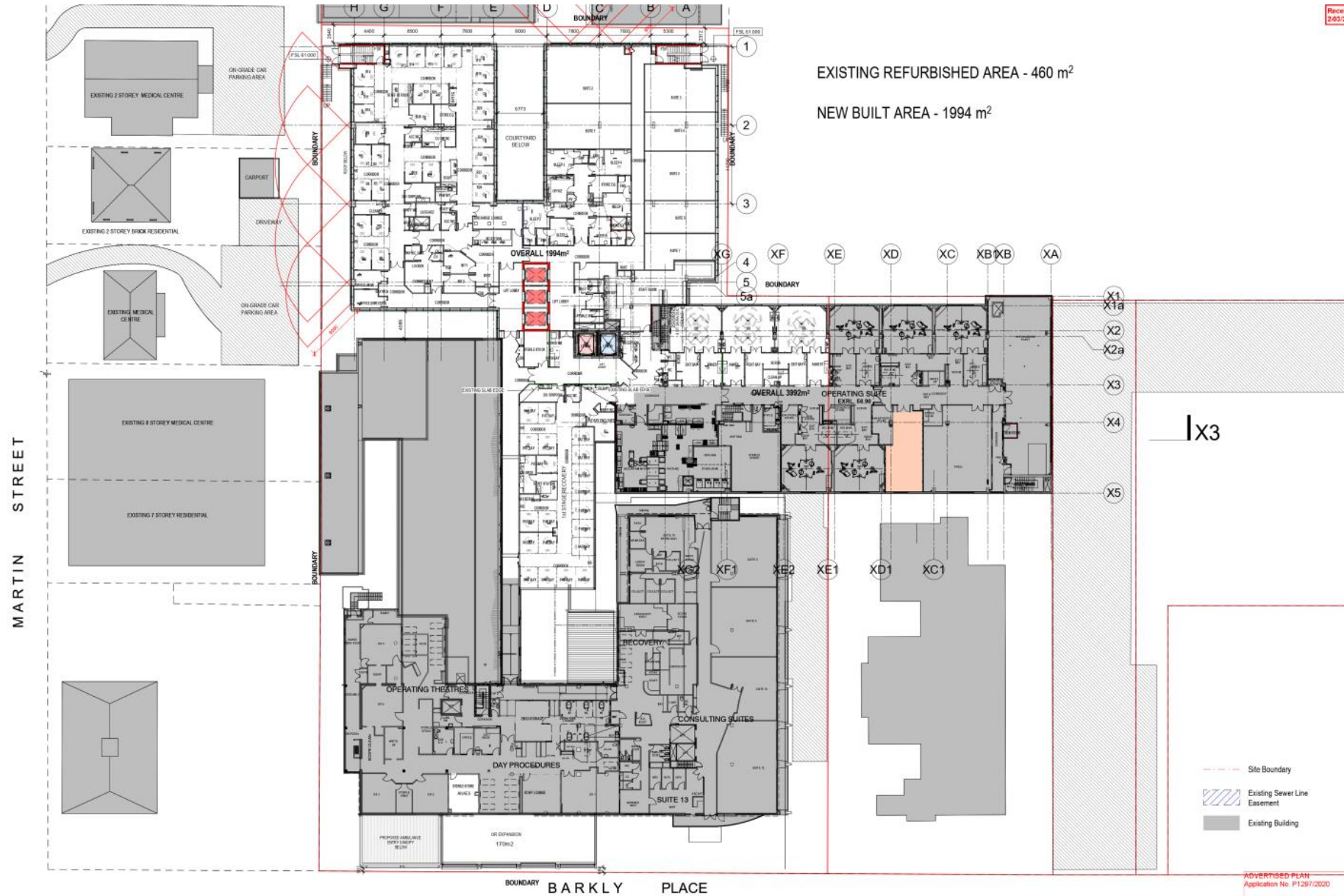
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PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084

PROJECT NO. **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL LEVEL 3 PLAN**
RL 58.90

DATE: **25/01/2021**

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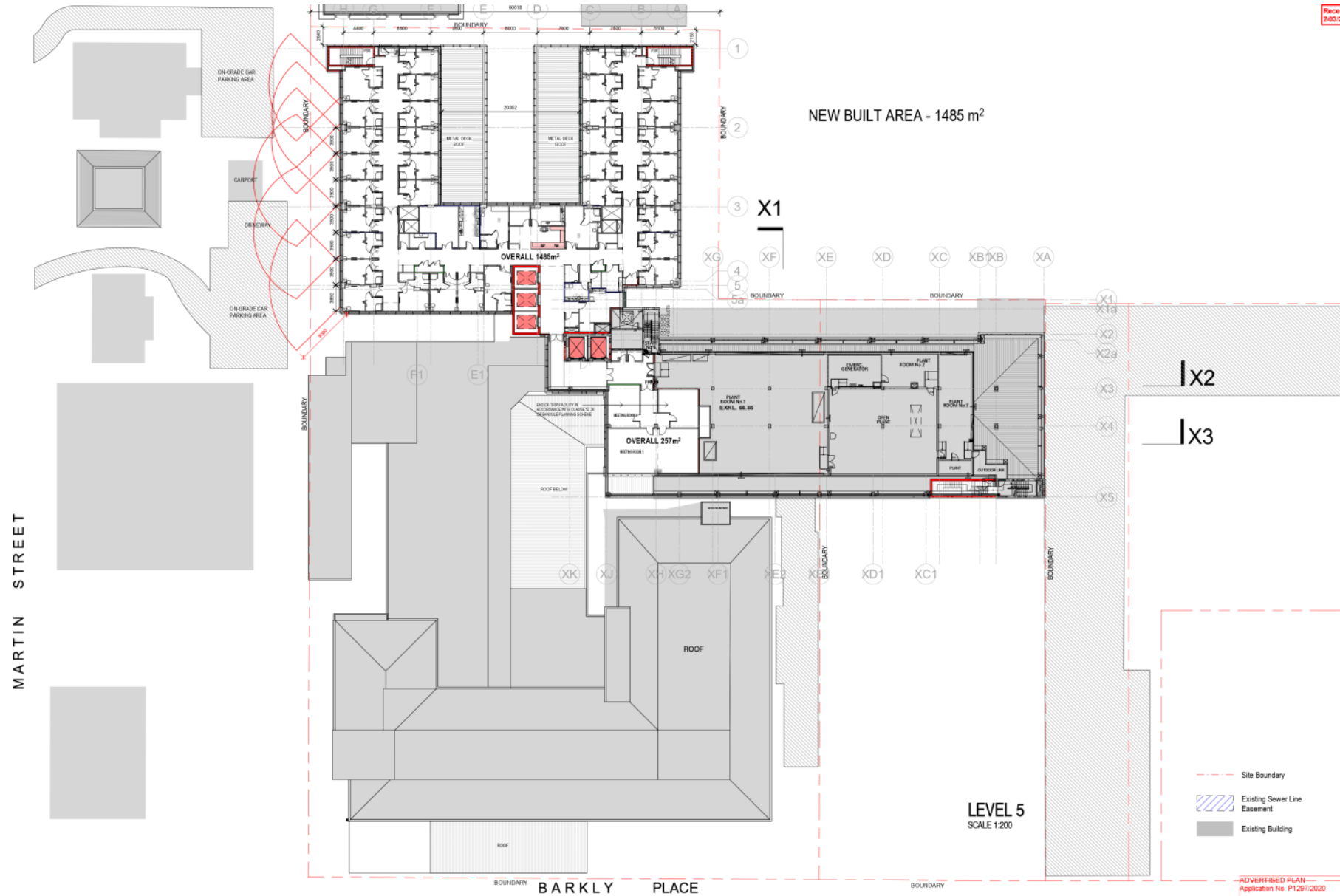
PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL LEVEL 4 PLAN**
RL 63.10

DATE: **25/01/2021**
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DRAWING NO: **TP-12 - B**

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216 Burgundy Street, Melbourne, 3084
PROJECT NO.: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL LEVEL 5 PLAN**
RL 66.85

DATE: **25/01/2021**
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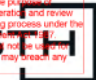
PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084
 PROJECT NO.: **10461**
 PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL LEVEL 7 PLAN**
 RL 75.23



DATE: **25/01/2021**
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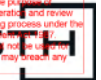
PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084
 PROJECT NO.: **10461**
 PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL LEVEL 8 PLAN**
 RL 79.18

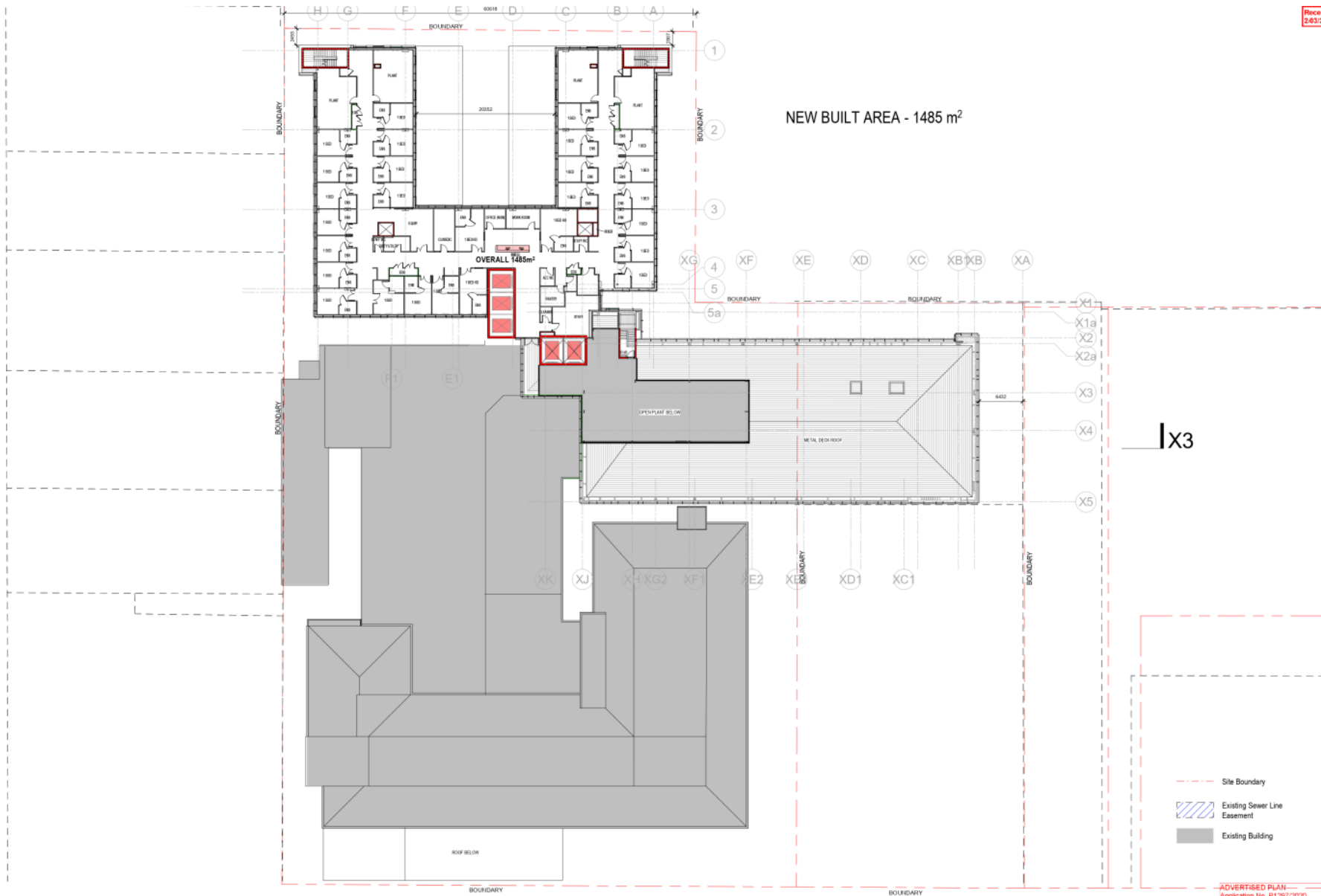


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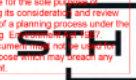
PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084
 PROJECT NO.: **10461**
 PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL LEVEL 9 PLAN**

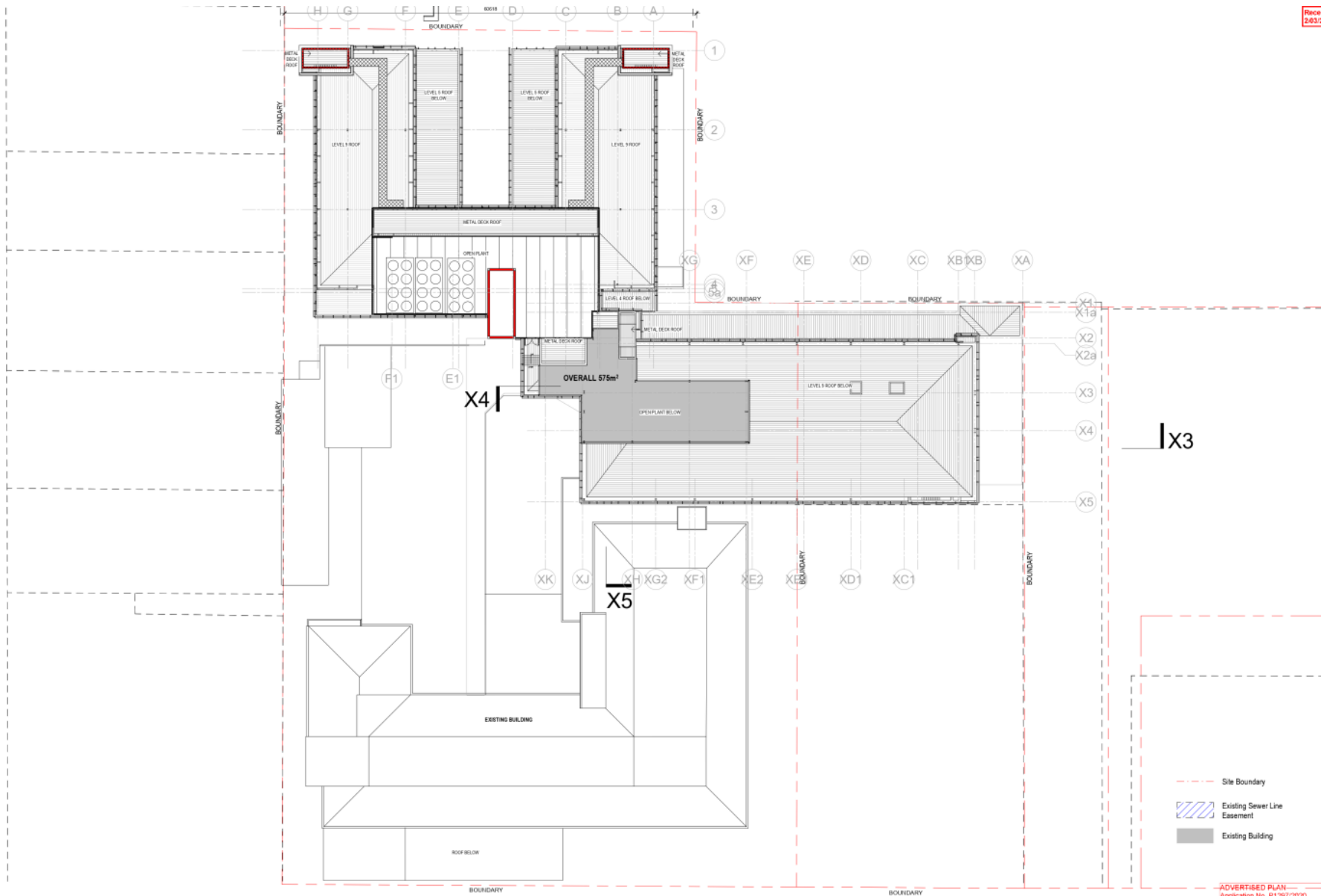


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 DRAWING No: **TP-17 - B**

ADVERTISED PLAN
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24/3/2021



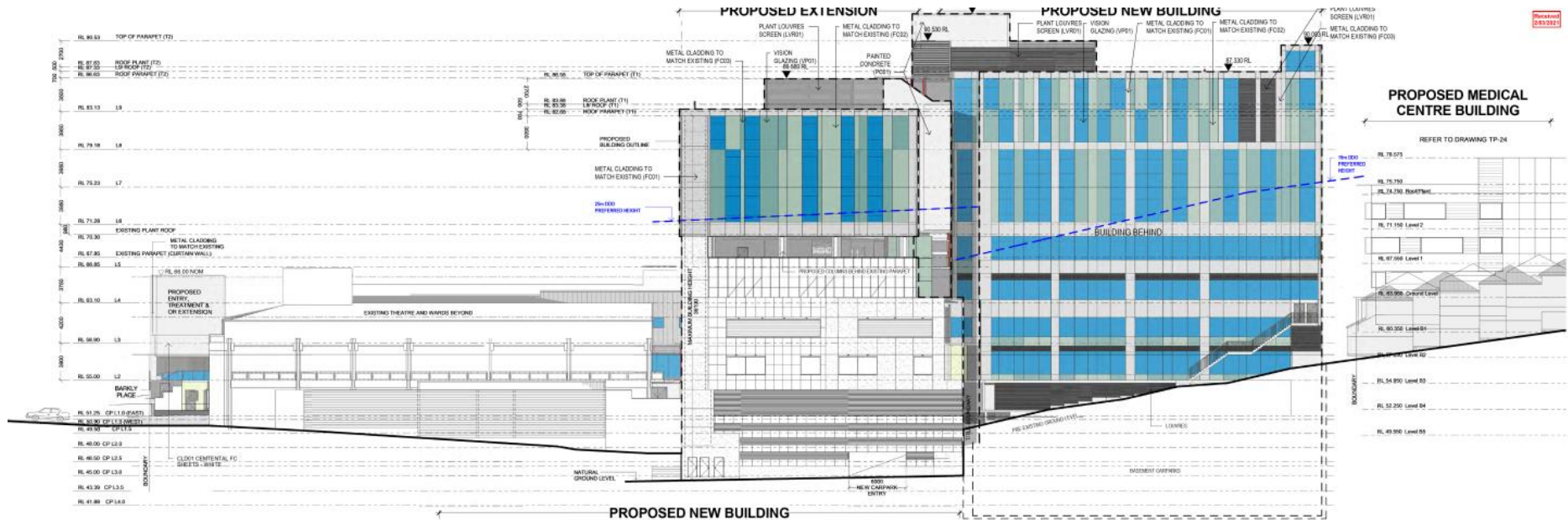
PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084
 PROJECT NO.: **10461**
 PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL LEVEL 10 / PLANT / ROOF PLAN**
 RL 86.58

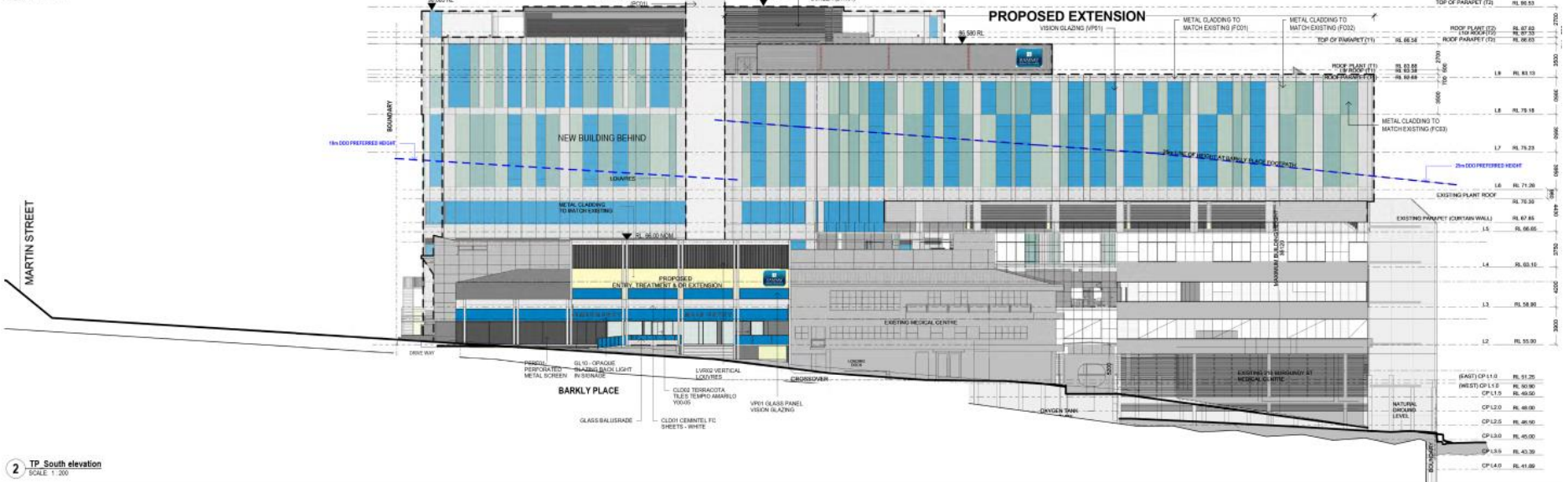


DATE: **25/01/2021**
 SCALE: **1 : 250@ A1**
 DRAWING No: **TP-18 - B**

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1 East Elevation
SCALE: 1:200



2 TP South elevation
SCALE: 1:200



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084

PROJECT NO.: **10461**

PROJECT STATUS: **Town Planning**

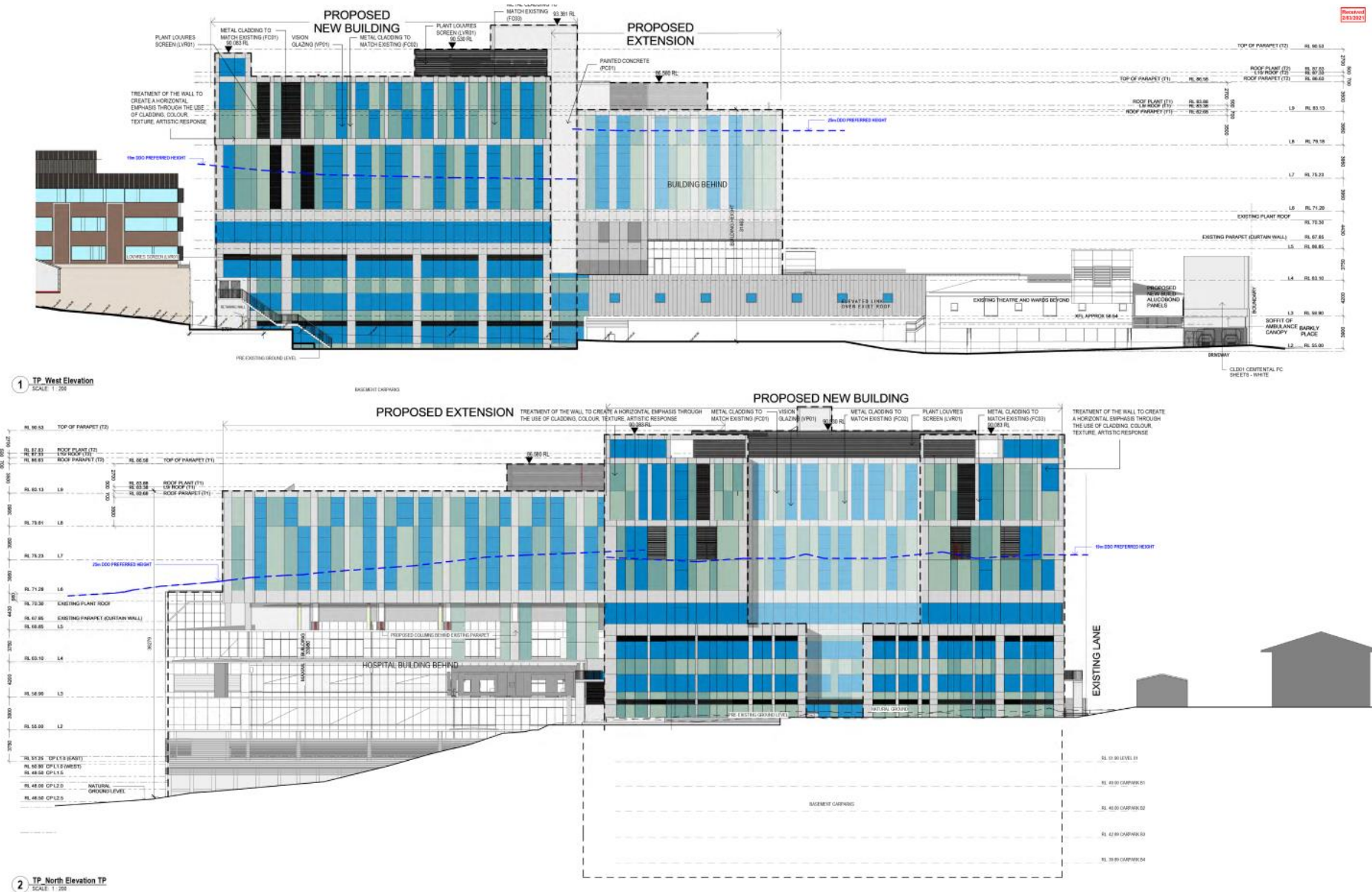
SHEET NAME: **HOSPITAL ELEVATIONS**

DATE: **01/03/2021**

SCALE: **1:200@A1**

DRAWING No: **TP-19 - C**





PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084

PROJECT NO.: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **HOSPITAL ELEVATIONS**

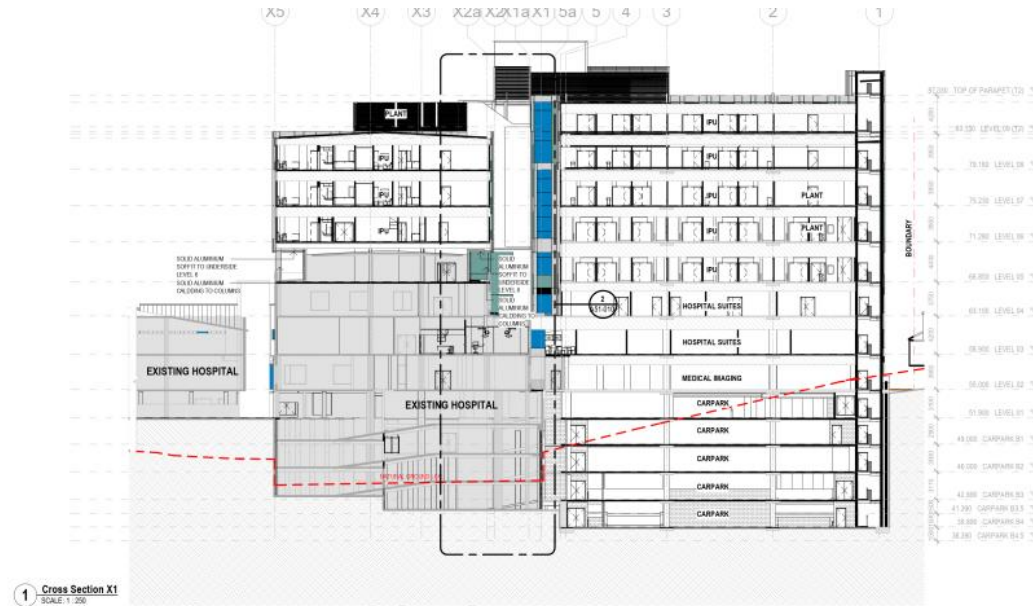


DATE: **01/03/2021**

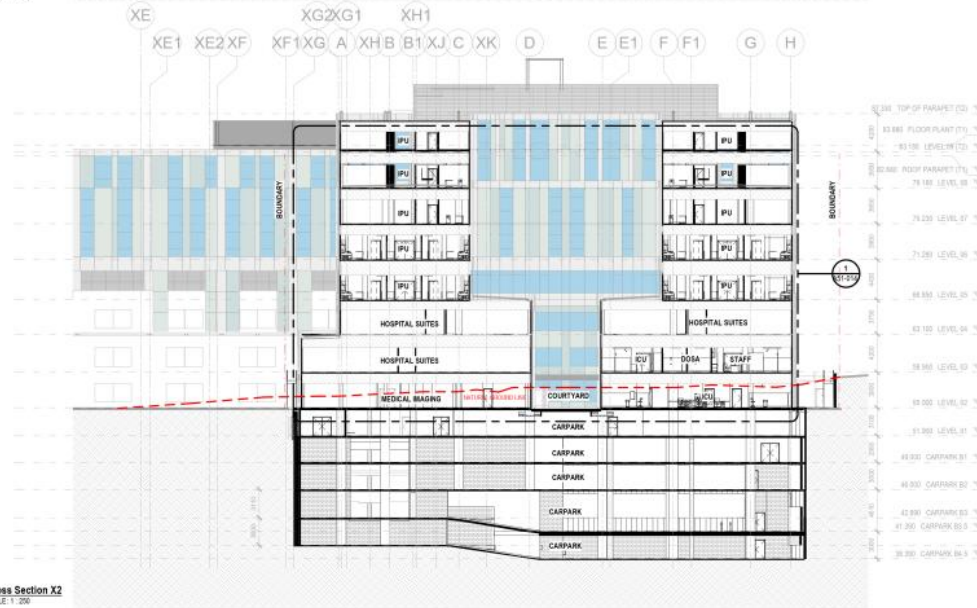
SCALE: **1:200@ A1**

DRAWING No: **TP-20 - C**





1 Cross Section X1
SCALE: 1:250



2 Cross Section X2
SCALE: 1:250



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO.: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **SECTIONS A**

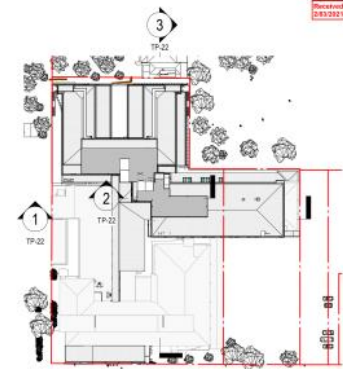


DATE: **01/03/2021**
SCALE: **As indicated@ A1**
DRAWING No: **TP-21 - C**

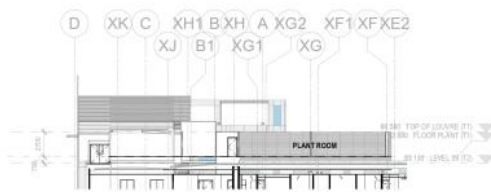




1 Cross Section X3
SCALE 1:200



3 Cross Section X5 - Roof Plant
SCALE 1:200



2 Cross Section X4 - Roof Plant
SCALE 1:200



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO.: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **SECTIONS B**



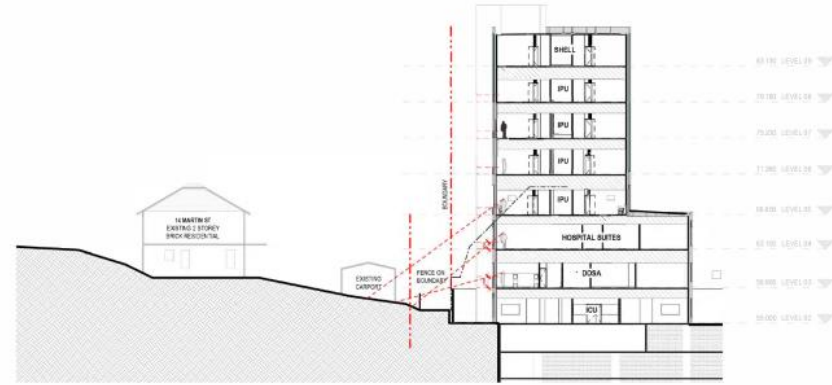
DATE: **01/03/2021**
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DRAWING No: **TP-22 - C**



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2/03/2021



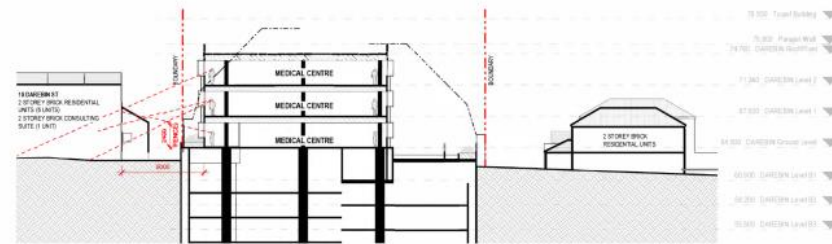
A SECTION
SCALE 1:250



B SECTION
SCALE 1:250



C SECTION
SCALE 1:250



D SECTION
SCALE 1:250



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO: **10461**
PROJECT STATUS: **Town Planning**

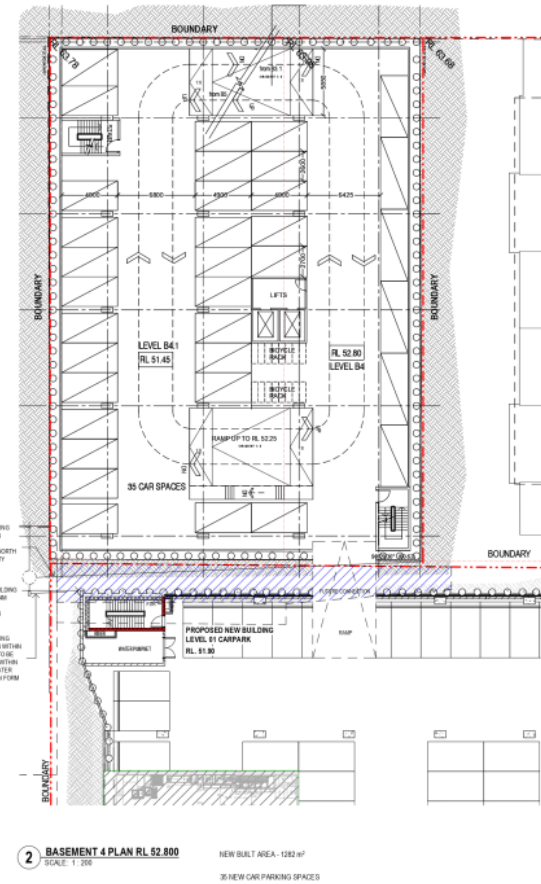
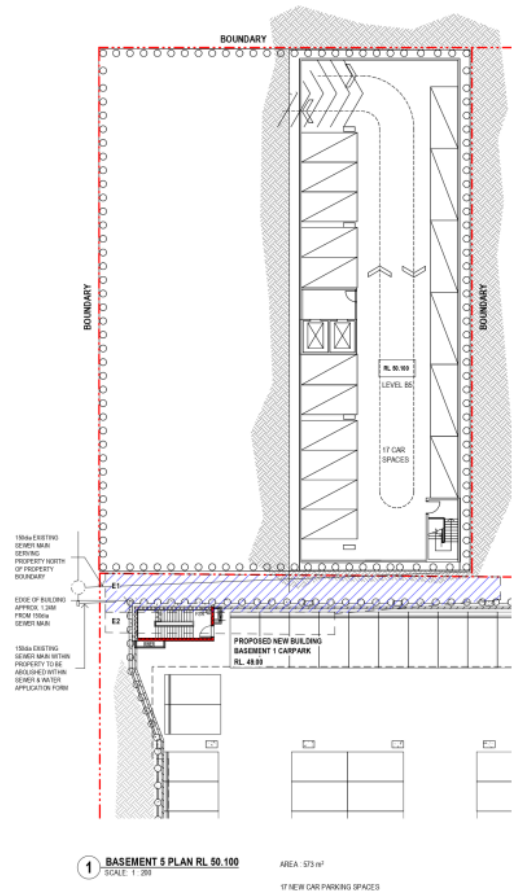
SHEET NAME: **SECTIONS C**



DATE: **25/01/2021**
SCALE: **As indicated**
DRAWING No: **TP-23 - B**

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--- Site Boundary
Existing Sewer Line Easement



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO.: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **MEDICAL CENTRE BASEMENT 4&5**

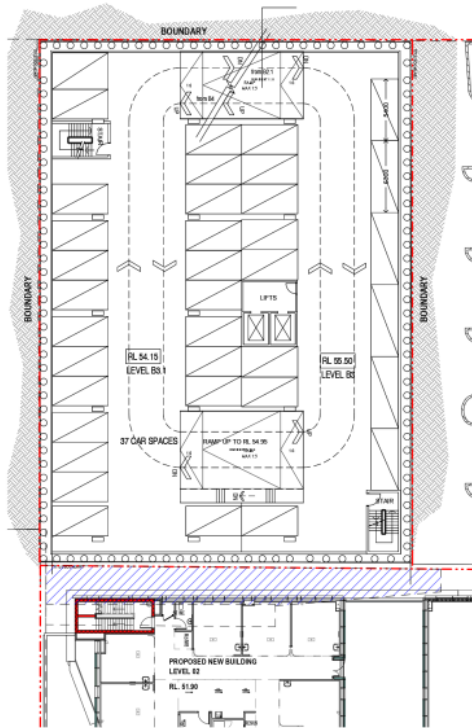


DATE: **25/01/2021**
SCALE: **1 : 200@ A1**
DRAWING No: **TP-24 - B**

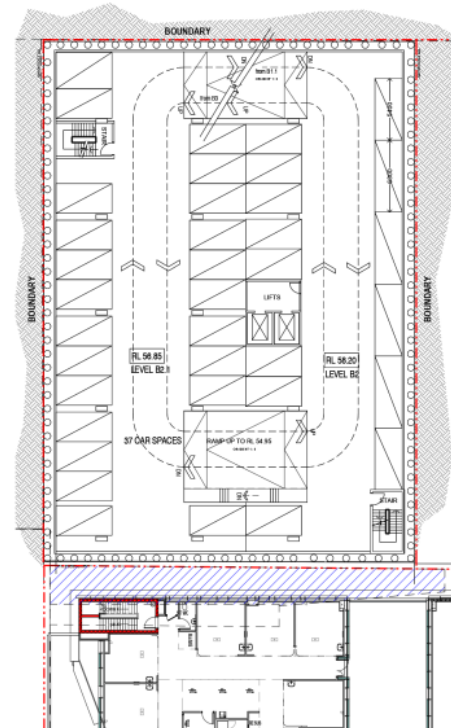
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1 BASEMENT 3 PLAN RL 55.500
SCALE: 1:200
AREA: 1288 m²
37 NEW CAR PARKING SPACES



2 BASEMENT 2 PLAN RL 58.200
SCALE: 1:200
AREA: 1288 m²
37 NEW CAR PARKING SPACES



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO.: **10461**
PROJECT STATUS: **Town Planning**

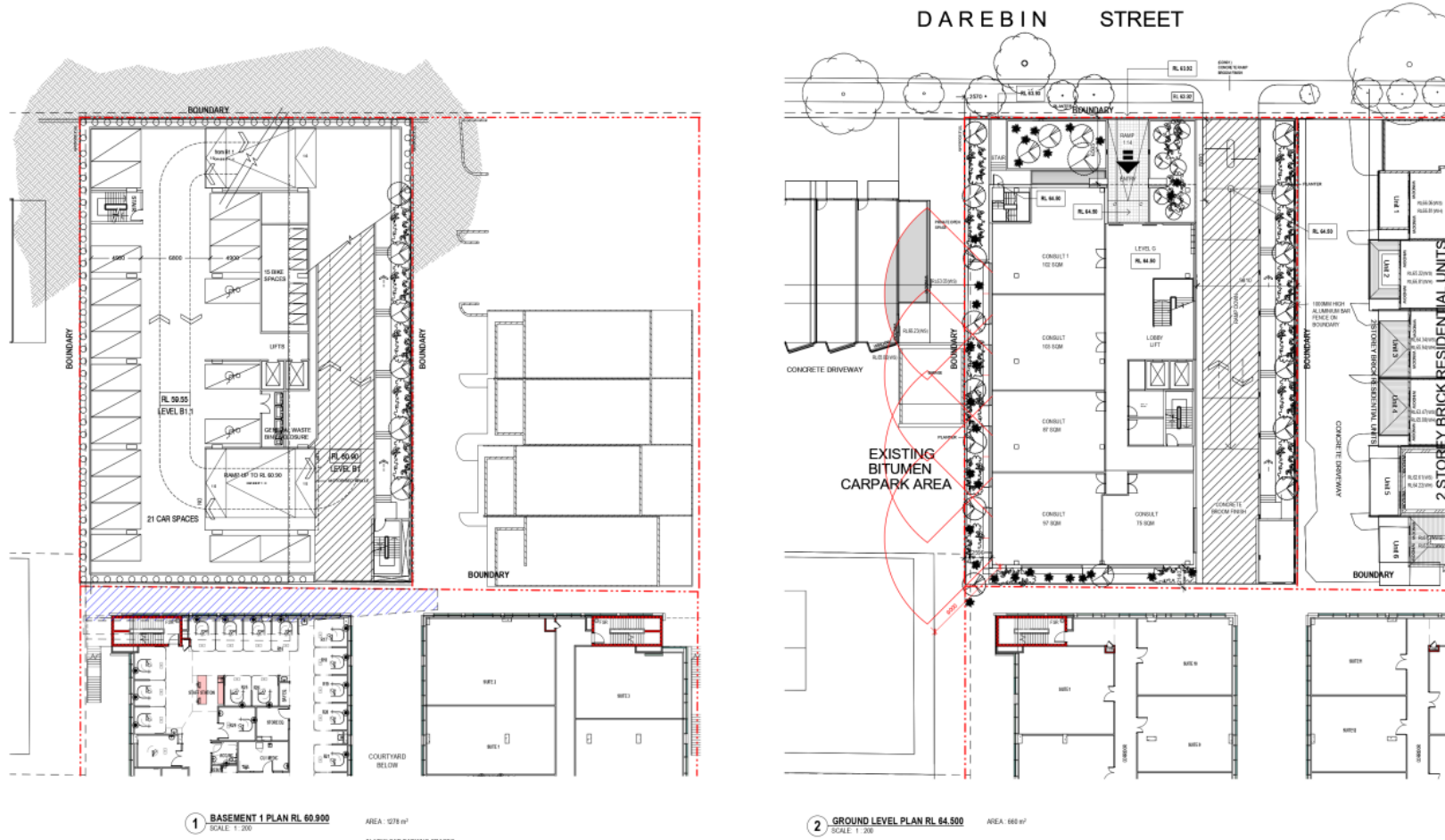
SHEET NAME: **MEDICAL CENTRE BASEMENT 2&3**



DATE: **25/01/2021**
SCALE: **1 : 200@ A1**
DRAWING No: **TP-25 - B**

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PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084

PROJECT NO.: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **MEDICAL CENTRE BASEMENT 1 & GROUND FLOOR**

DATE: **25/01/2021**

SCALE: **1 : 200@ A1**

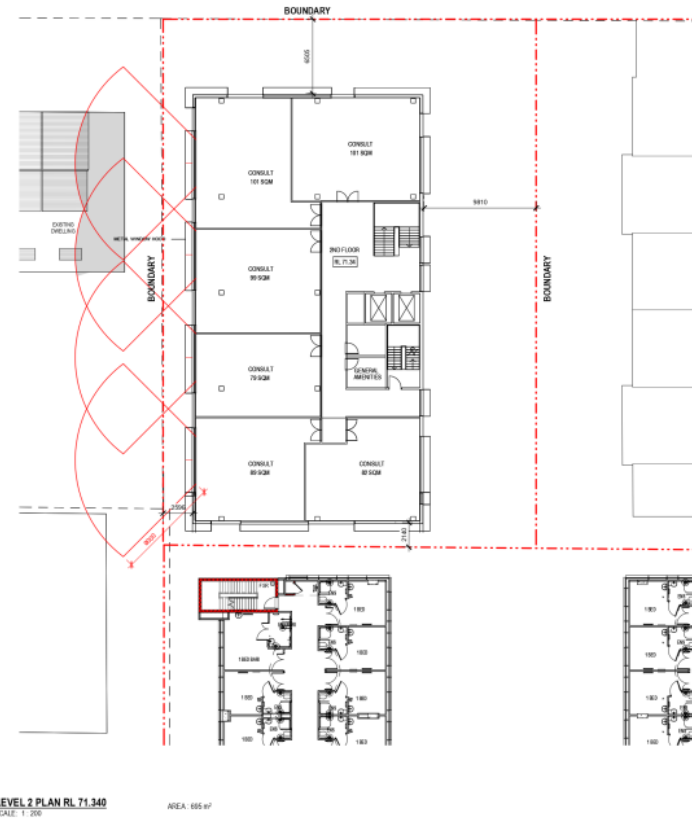
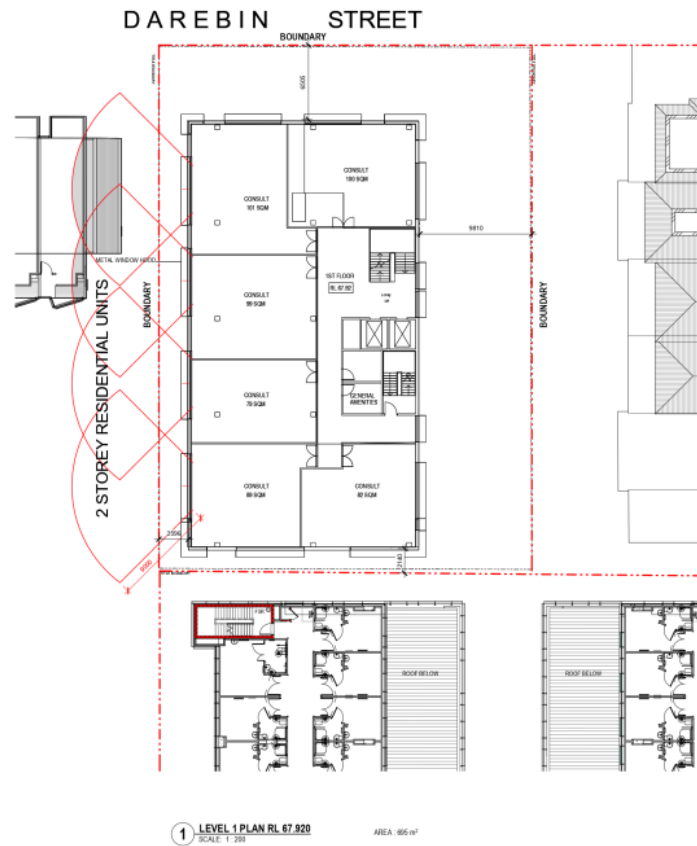
DRAWING No: **TP-26 - B**



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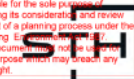
PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO.: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **MEDICAL CENTRE LEVEL 01&02**



DATE: **25/01/2021**
SCALE: **1 : 200@ A1**
DRAWING No: **TP-27 - B**

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1 ROOF PLAN RL 74.760
SCALE: 1:200



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
 216 Burgundy Street, Melbourne, 3084

PROJECT NO.: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **MEDICAL CENTRE ROOF PLAN**



DATE: **25/01/2021**

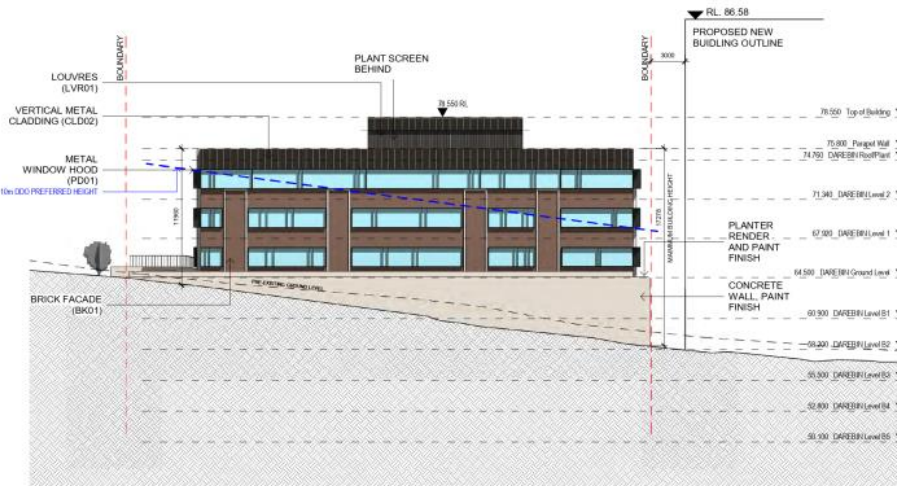
SCALE: **1 : 200@ A1**

DRAWING No: **TP-28 - B**

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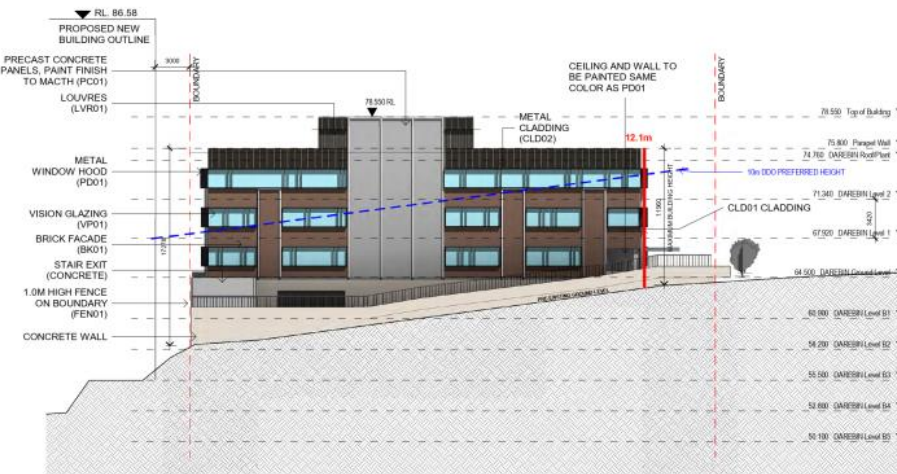
Received
24/3/2021



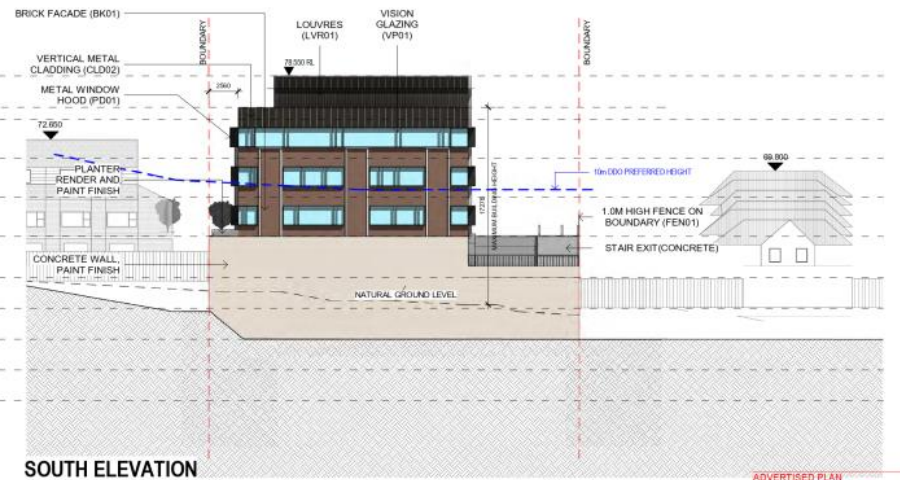
WEST ELEVATION



NORTH ELEVATION



EAST ELEVATION



SOUTH ELEVATION



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO: **10461**
PROJECT STATUS: **Town Planning**

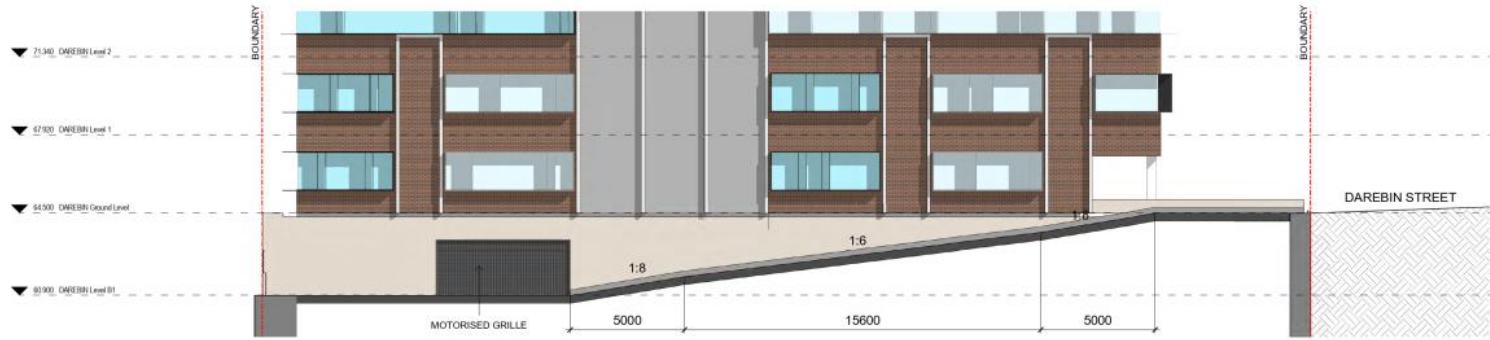
CONSULTING BUILDING ELEVATIONS

DATE: **25/01/2021**
SCALE: **1:200 @ A1**
DRAWING No: **TP-29 - B**

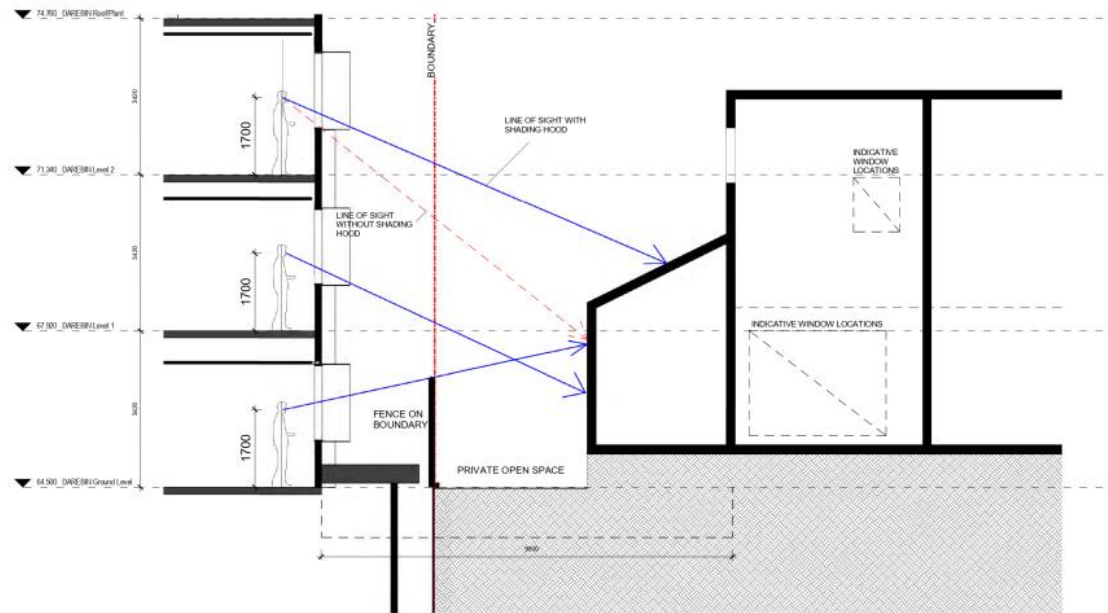
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Application No. P1297/2020
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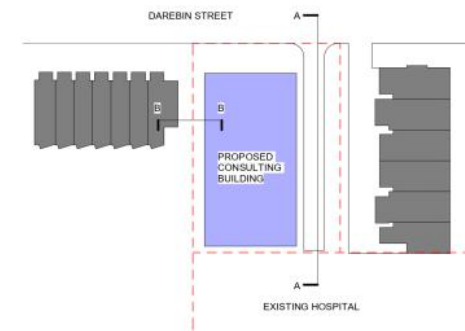
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SECTION A - ACCESS RAMP SCALE 1:100



SECTION B - OVERLOOKING DIAGRAM SCALE 1:50



KEY PLAN



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO: **10461**
PROJECT STATUS: **Town Planning**

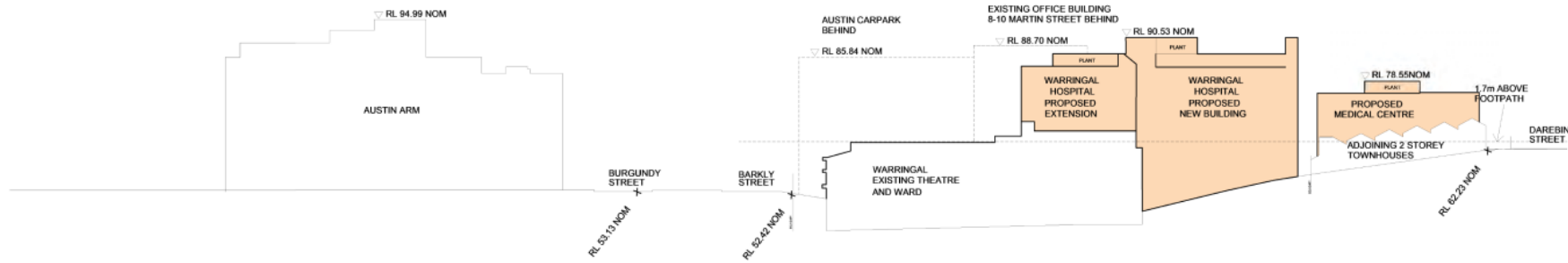
**CONSULTING BUILDING
SECTION DETAILS**

DATE: **25.01.2021**
SCALE: -
DRAWING No: **TP - 30-B**

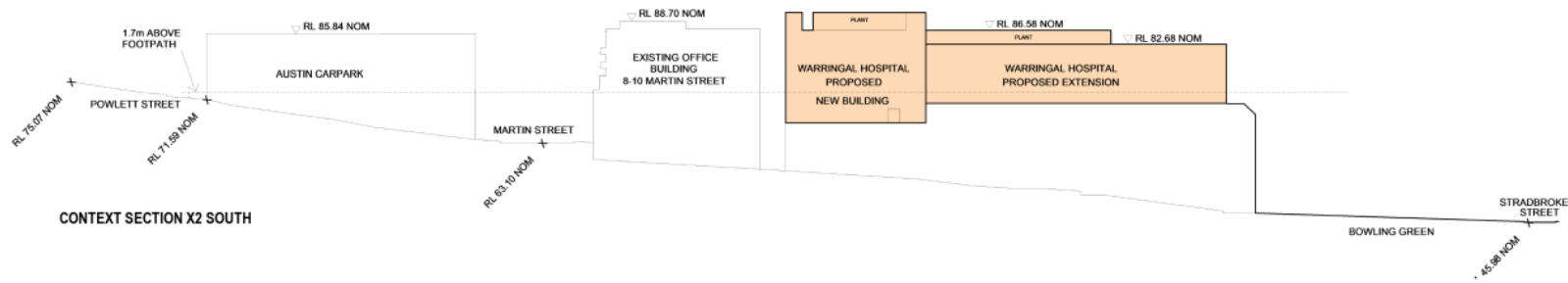
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CONTEXT SECTION X1 EAST



CONTEXT SECTION X2 SOUTH



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216 Burgundy Street, Melbourne, 3084
PROJECT NO.: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **CONTEXT SECTIONS**

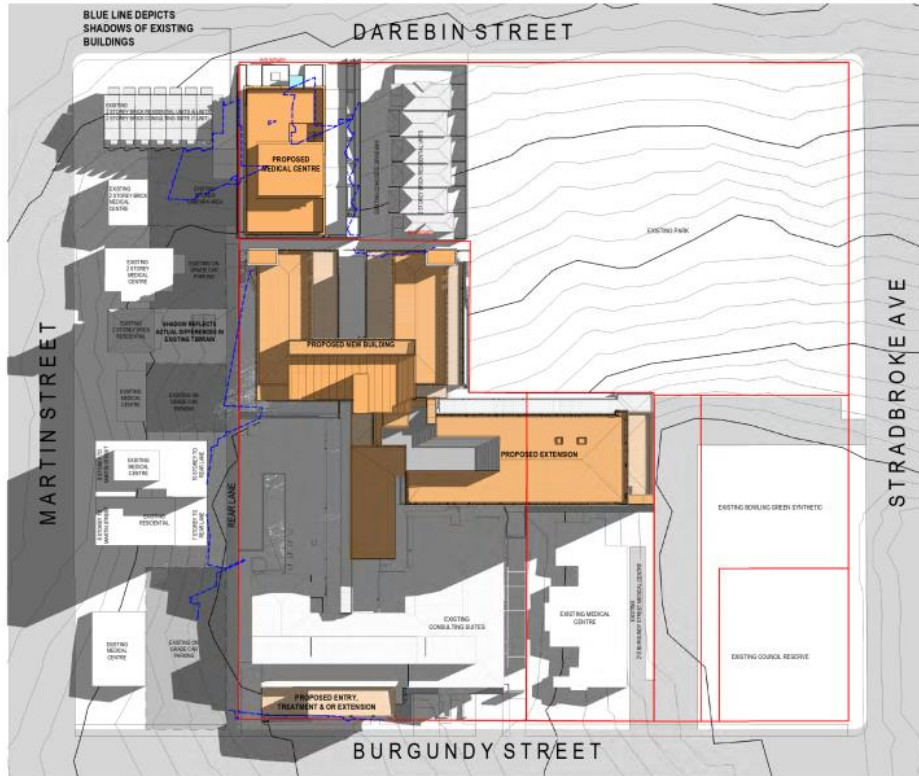


DATE: **25/01/2021**
SCALE: **1 : 500@ A1**
DRAWING No: **TP-31 - B**

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Application No. P1297/2020
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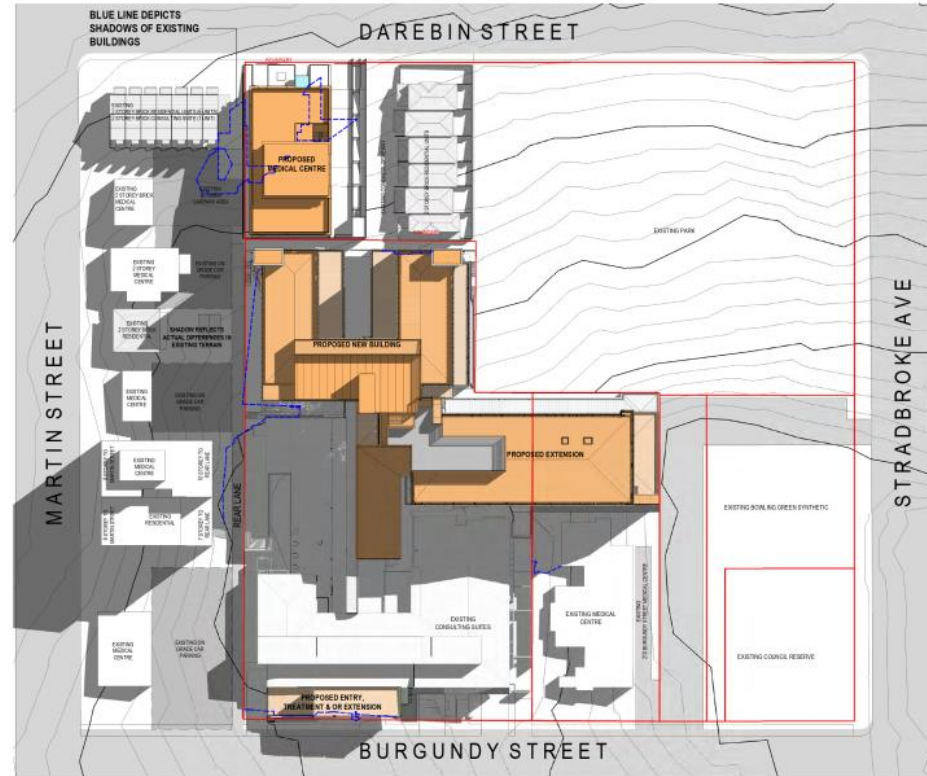


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1 TP 22 SEPTEMBER @ 9am
SCALE 1:500

NOTE
Existing shadows approximate based on ground levels and estimated building heights



2 TP 22 SEPTEMBER @ 10am
SCALE 1:500



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **SHADOW DIAGRAM - 9AM & 10AM 22 SEPTEMBER**



DATE: **25/01/2021**
SCALE: **As indicated**
DRAWING No: **TP-32 - B**

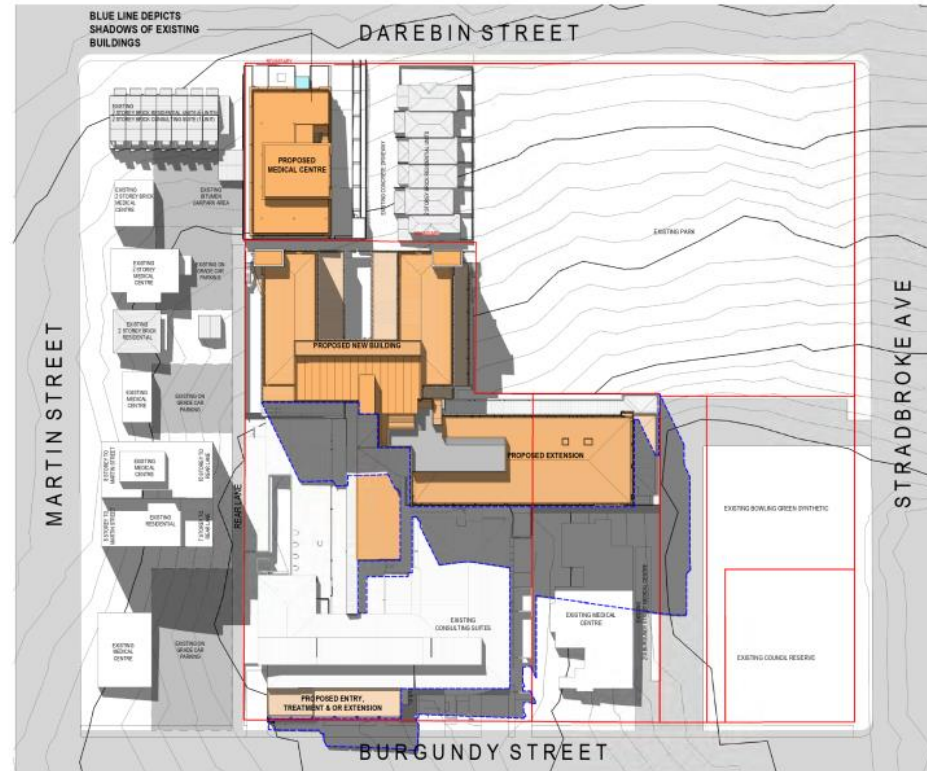
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1 TP 22 SEPTEMBER @ 1pm
SCALE: 1:500



2 TP 22 SEPTEMBER @ 2pm
SCALE: 1:500

NOTE
Existing shadows approximate based on ground levels and estimated building heights



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO: **10461**
PROJECT STATUS: **Town Planning**

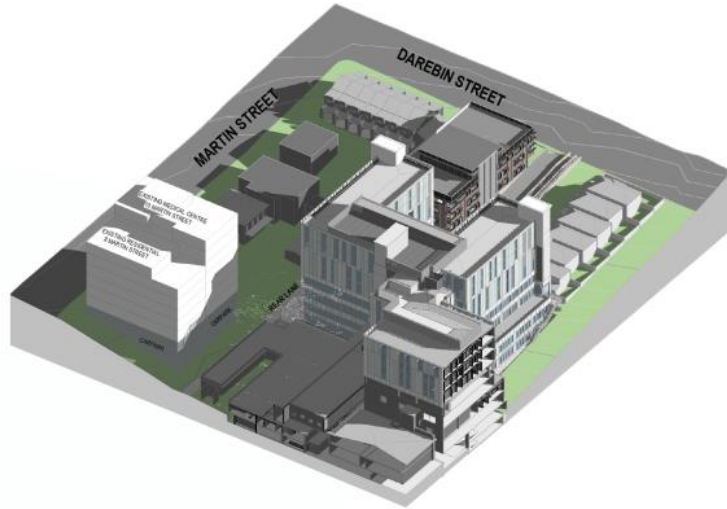
SHEET NAME: **SHADOW DIAGRAM - 1PM & 2PM 22 SEPTEMBER**

DATE: **25/01/2021**
SCALE: **As indicated**
DRAWING No: **TP-34 - B**

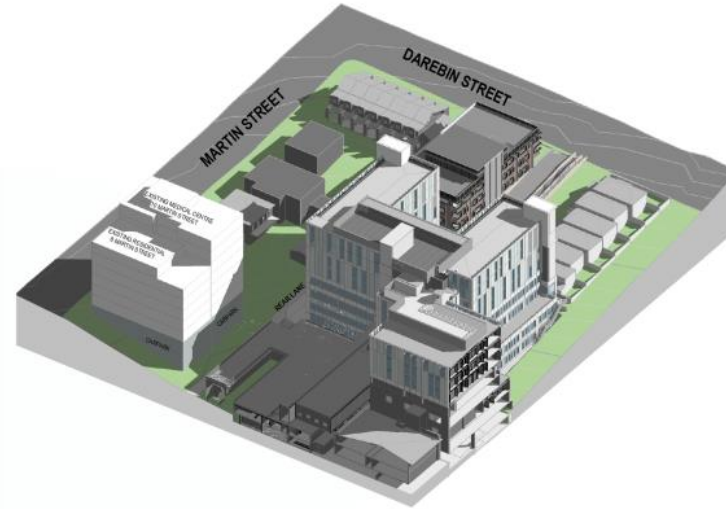
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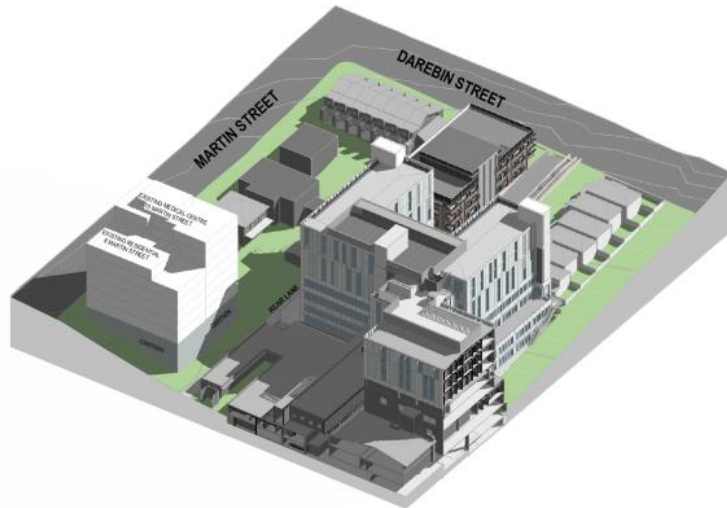
Received
24/3/2021



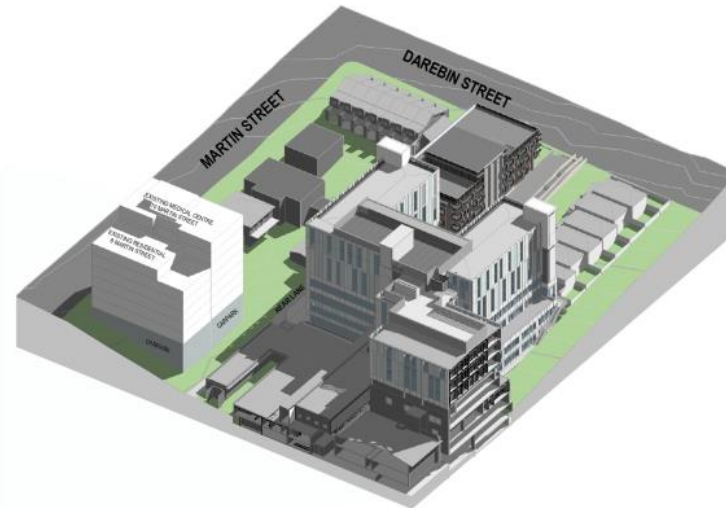
1 SHADOW DIAGRAM - WEST SHADOW IMPACT @ 9am
SCALE:



2 SHADOW DIAGRAM - WEST SHADOW IMPACT @ 10am
SCALE:



3 SHADOW DIAGRAM - WEST SHADOW IMPACT @ 11am
SCALE:



4 SHADOW DIAGRAM - WEST SHADOW IMPACT @ 12pm
SCALE:



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO.: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **SHADOW DIAGRAMS - WEST SHADOW IMPACT (Darebin St Existing Buildings)**

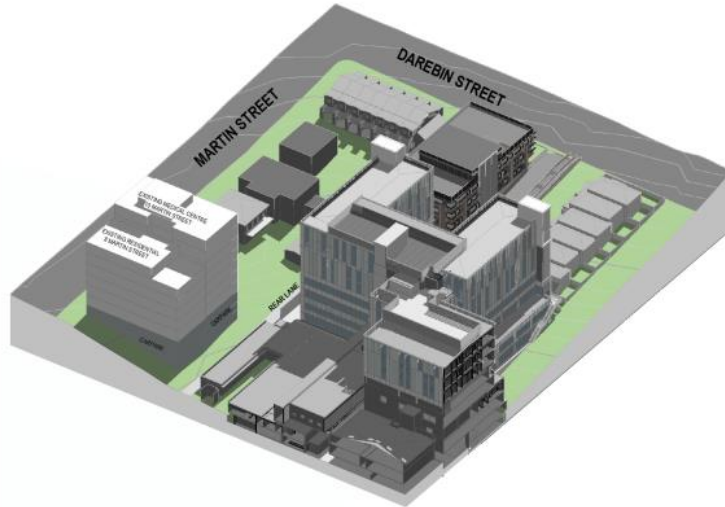


DATE: **25/01/2021**
SCALE: **1 : 600@ A1**
DRAWING No: **TP-36 - B**

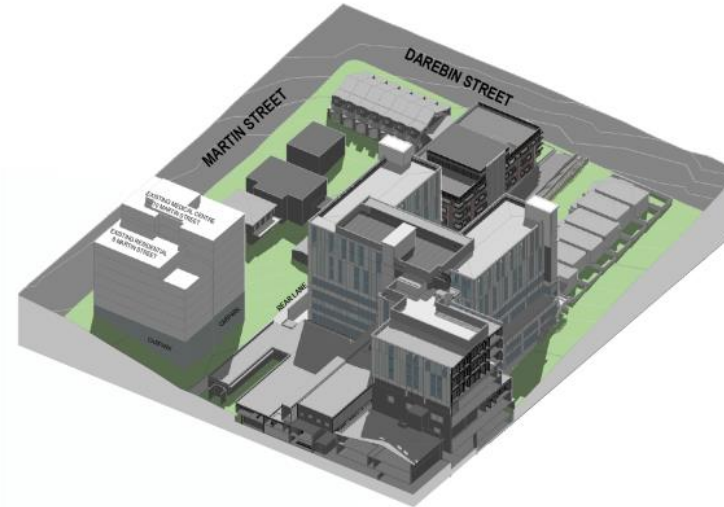
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5 SHADOW DIAGRAM - WEST SHADOW IMPACT @ 1pm
SCALE:



6 SHADOW DIAGRAM - WEST SHADOW IMPACT @ 2pm
SCALE:



7 SHADOW DIAGRAM - WEST SHADOW IMPACT @ 3pm
SCALE:



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO.: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **SHADOW DIAGRAMS - WEST SHADOW IMPACT (Darebin St Existing Buildings)**

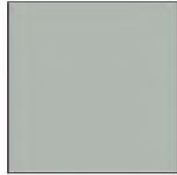


DATE: **25/01/2021**
SCALE: **1 : 600@ A1**
DRAWING No: **TP-37 - B**

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Revised
03/03/2021



RF01 - ROOFING

- ROOF CLAD - COLORBOND - SHALE GREY;
- RIDGE, HIP, VALLEY FLASHINGS - COLORBOND COLOUR AS FOR ROOF;
- BOX GUTTERS - STAINLESS STEEL WHERE DETAILED;
- PLANT ROOM WALL CLADDING (EXTERNAL) STRAMIT C-CLAD COLORBOND COLOUR AS FOR ROOF;
- PARAPET INTERNAL CLADDING - LYSAGHT PANEL RIB COLORBOND COLOUR AS FOR ROOF;
- PARAPET CAPPING - COLORBOND COLOUR AS FOR ROOF;
- PLANT SCREEN - TO MATCH EXISTING ROOF COLOUR;
- ROOF VENTS & COALS ETC FER MECHANICAL SUB-CONTRACTOR SUPPLY ITEMS ON ROOF. COLORBOND SHALE GREY, INCLUSIVE OF FLASHINGS ETC AND
- ROOF LINK - WALL AND ROOF - COLORBOND SHALE GREY



LVR01 - LOUVRES SCREEN

- LOCATION: CARPARK LEVELS, PLANT AREAS LEVEL 5 AND ROOF. REFER TO ELEVATIONS.
- DESCRIPTION: MONUMENT COLOUR



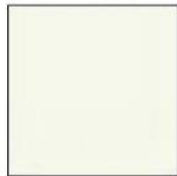
VP01 - WINDOW FRAMES

- LOCATION: REFER TO ELEVATION DRAWINGS
- COLOUR: ALUMINIUM FRAMED WINDOW- ALL FRAMING TO BE POWDERCOATED TO MONUMENT



VP01 - GLAZING

- LOCATION: REFER TO ELEVATION DRAWINGS
- GLASS GENERALLY - TINTED BLUE



FC01 - SOLID ALUMINIUM PANELS

- LOCATION: REFER TO ELEVATION DRAWINGS
- DESCRIPTION: POWDERCOATED TO MATCH EXISTING TOWER 1 FACADE



FC02 - SOLID ALUMINIUM PANELS

- LOCATION: REFER TO ELEVATION DRAWINGS
- DESCRIPTION: POWDERCOATED TO MATCH EXISTING TOWER 1 FACADE



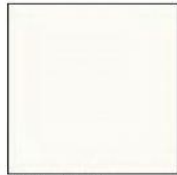
FC03 - SOLID ALUMINIUM PANELS

- LOCATION: REFER TO ELEVATION DRAWINGS
- DESCRIPTION: POWDERCOATED TO MATCH EXISTING TOWER 1 FACADE



PC01 - PRECAST CONCRETE PANELS

- LOCATION: LIFT SHAFTS AND STAIRS
- COLOUR: PAINTED TO MATCH BRIGHTON LIGHT OFF WHITE



CLD01 - CLADDING TO MAIN ENTRY AND STAGE 4

- LOCATION: MAIN ENTRY
- DESCRIPTION: CFC CEMENTEL WHITISH BASE



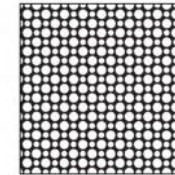
CLD02 - VERTICAL METAL CLADDING

- LOCATION: REFER TO ELEVATIONS
- DESCRIPTION: VERTICAL METAL CLADDING IN MONUMENT COLOUR



CLD03 - CLADDING TO MAIN ENTRY AND STAGE 4

- LOCATION: MAIN ENTRY
- DESCRIPTION: TERRACOTA TILES TEMPLO AMARLO Y90-05



PERF01 - PERFORATED METAL SCREEN

- LOCATION: AMBULANCE ENCLOSURE
- DESCRIPTION: PERFORATED ALUMINIUM SCREEN, POWDERCOATED TO MATCH FC01, CUSTOM PATTERN



GL10 - GLASS

- LOCATION: MAIN ENTRY AND AMBULANCE CANOPY
- DESCRIPTION: OPAQUE GLAZING BACKLIGHT IN THE SIGNAGE LOCATION



LVR02 - VERTICAL LOUVRES

- LOCATION: MAIN ENTRY
- DESCRIPTION: TERRACOTA TILES TEMPLO AMARLO Y90-05



PROJECT: **WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT**
216 Burgundy Street, Melbourne, 3084
PROJECT NO: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **EXTERNAL MATERIAL & COLOUR SCHEDULE**



DATE: **01/03/2021**
SCALE: **@ A1**
DRAWING No: **TP-38 - C**



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RF01 - ROOFING

- LOCATION: ROOF
- DESCRIPTION: COLORBOND SURFMIST



LVR01 - PLANT LOUVRE SCREEN - ALUMINIUM

- LOCATION: ROOF PLANT, GROUND LEVEL AIR INTAKE
- DESCRIPTION: METAL MESH - COLOUR TO BE CHARCOAL. PLANT LOUVRE SCREEN - ALUMINIUM SIMILAR TO COLT TULUSH INVERTED ALUMINIUM LOUVRE SCREEN SYSTEM. POWDERCOAT FINISH. LOUVRE TO BE SCREENED WITH METAL MESH (CORROSION RESISTANT).



VP01 - WINDOW FRAMES

- LOCATION: REFER TO ELEVATION DRAWINGS
- DESCRIPTION: ALL ALUMINIUM FRAMED WINDOW POWDERCOATED - MONUMENT COLOUR



VP01 - GLASS PANEL - VISION GLAZING

- LOCATION: REFER TO ELEVATION DRAWINGS
- DOUBLE GLAZED IGU WITH BLUE-GREY GLASS. REFER JWS REPORT FOR MIN GLAZING PERFORMANCE.



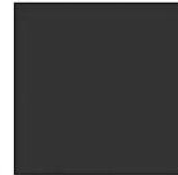
PD01 - METAL WINDOW HOOD

- LOCATION: FAÇADE WINDOW HOODS
- DESCRIPTION: POWDERCOAT FINISH - MONUMENT COLOUR



CLD01 - PRECAST CONCRETE PANELS

- LOCATION: REFER TO ELEVATION DRAWINGS
- DESCRIPTION: GFC GEMINTEL WHITISH BASE



CLD02 - VERTICAL METAL CLADDING

- LOCATION: UPPER LEVEL OF THE BUILDING
- DESCRIPTION: VERTICAL METAL CLADDING IN MONUMENT COLOUR



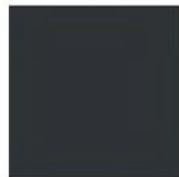
PC01 - PRECAST CONCRETE PANELS

- LOCATION: LIFT SHAFTS AND STAIRS
- COLOUR: PAINTED TO MATCH BRIGHTON LIGHT OFF WHITE



BK 01 - BRICK FACADE

- LOCATION: REFER TO ELEVATION DRAWINGS
- DESCRIPTION: PGH BRICKS - CHARACTER - RED ROCK



FEN01 - 1.0M HIGH FENCE

- LOCATION: BOUNDARY ALONG EAST BOUNDARY
- DESCRIPTION: POWDERCOAT FINISH TO COLOUR - CHARCOAL. PROPRIETARY METAL POST & RAIL SYSTEM WITH HORIZONTAL CONTINUOUS METAL SLATS.



CON01 - CONCRETE

- LOCATION: WALL/DRIVEWAY / RAMP
- DESCRIPTION: CONCRETE BRUSH FINISH



PAV01 - PAVER

- LOCATION: EXTERNAL AREAS AS SHOWN ON DRAWINGS
- DESCRIPTION: CONCRETE WITH EXPOSED AGGREGATE FINISH



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PROJECT NO: **10461**
PROJECT STATUS: **Town Planning**

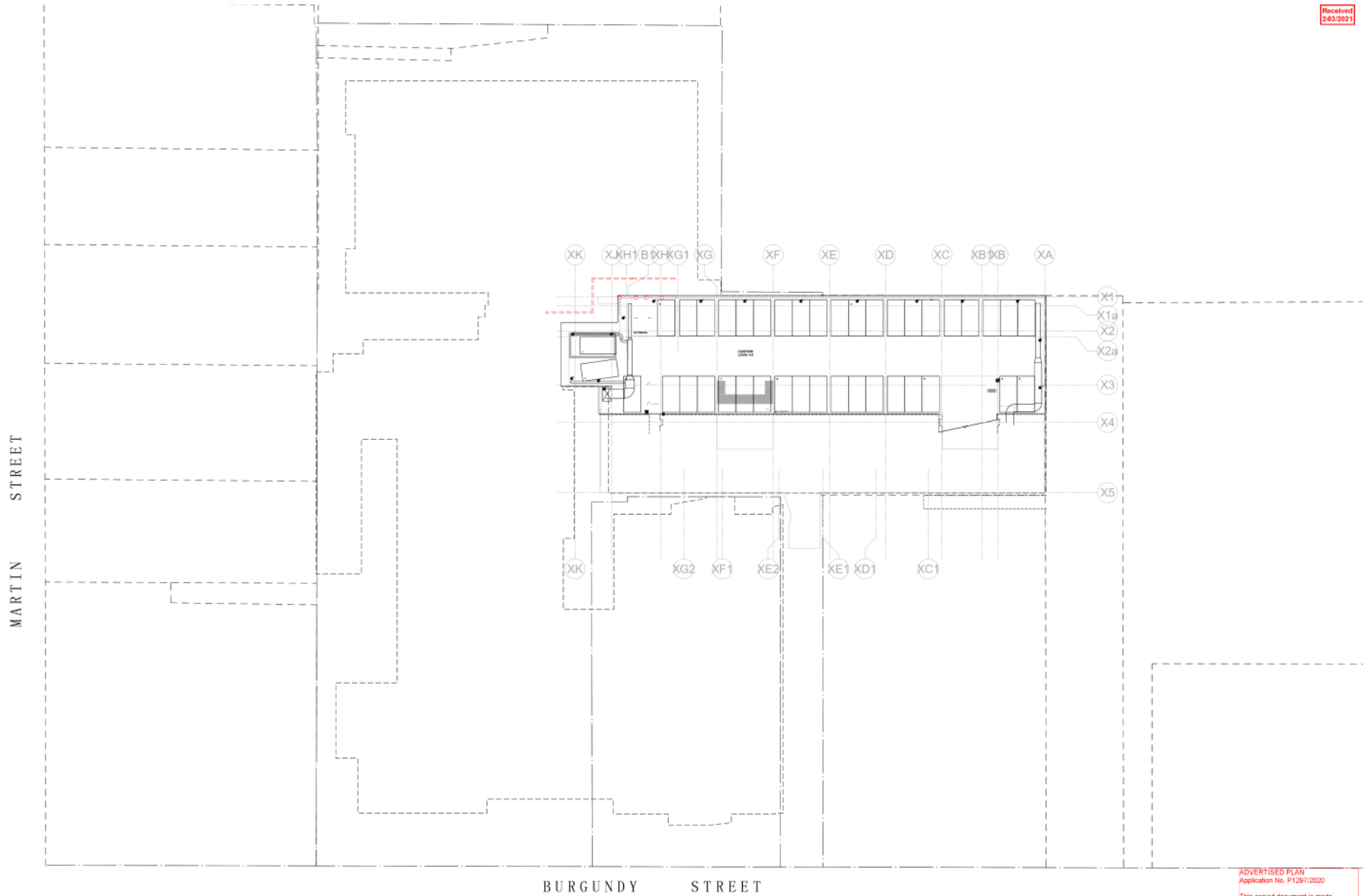
SHEET NAME: **EXTERNAL FINISHES CONSULTANT BUILDING**

DATE: **25/01/2021**
SCALE: **@ A1**
DRAWING No: **TP-39 - B**



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 216 Burgundy Street, Melbourne, 3084

PROJECT NO.: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **DEMOLITION PLAN - BASEMENT 03**



DATE: **25/01/2021**

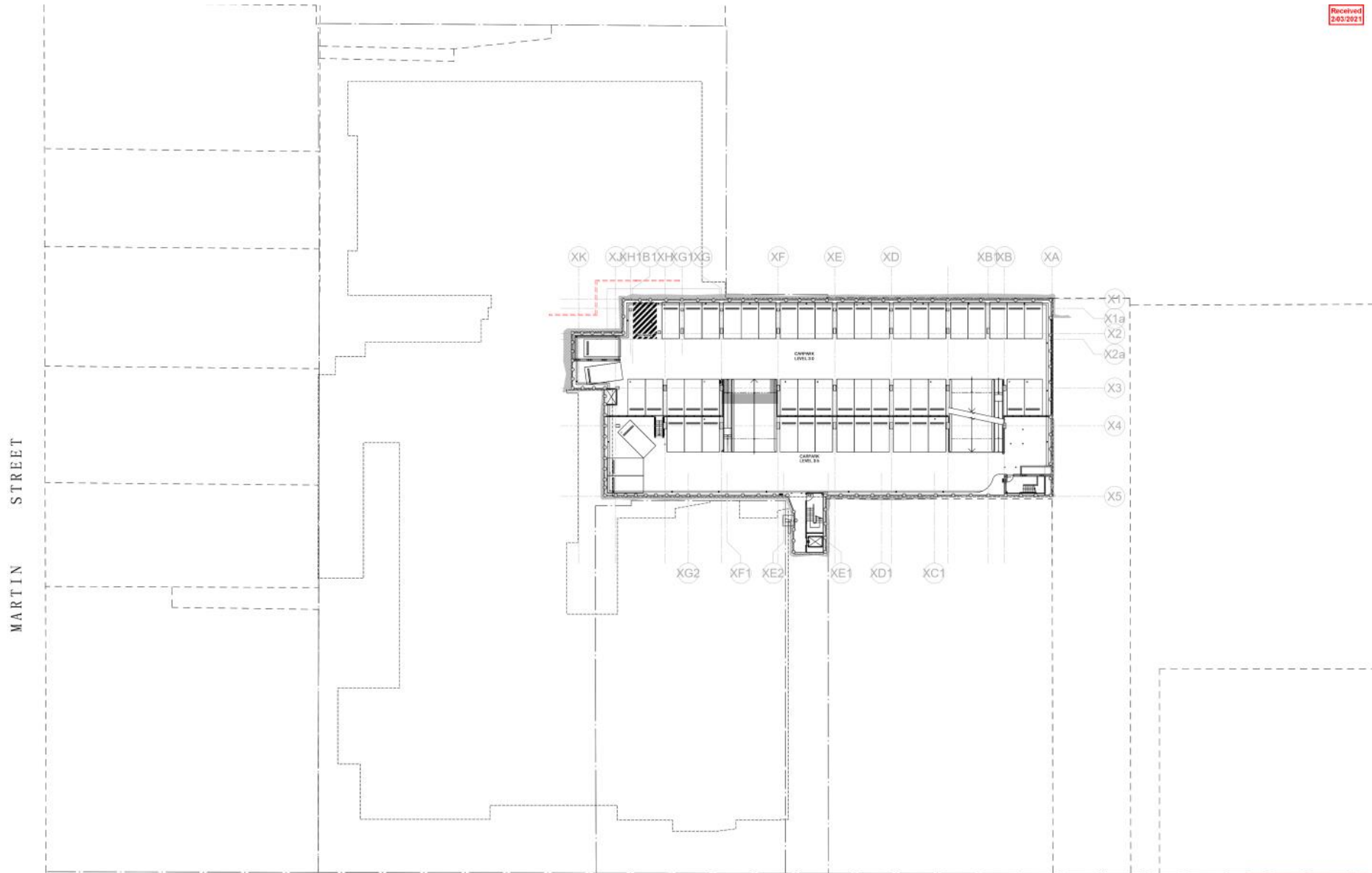
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PROJECT NO: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **DEMOLITION PLAN - BASEMENT 02**



DATE: **25/01/2021**

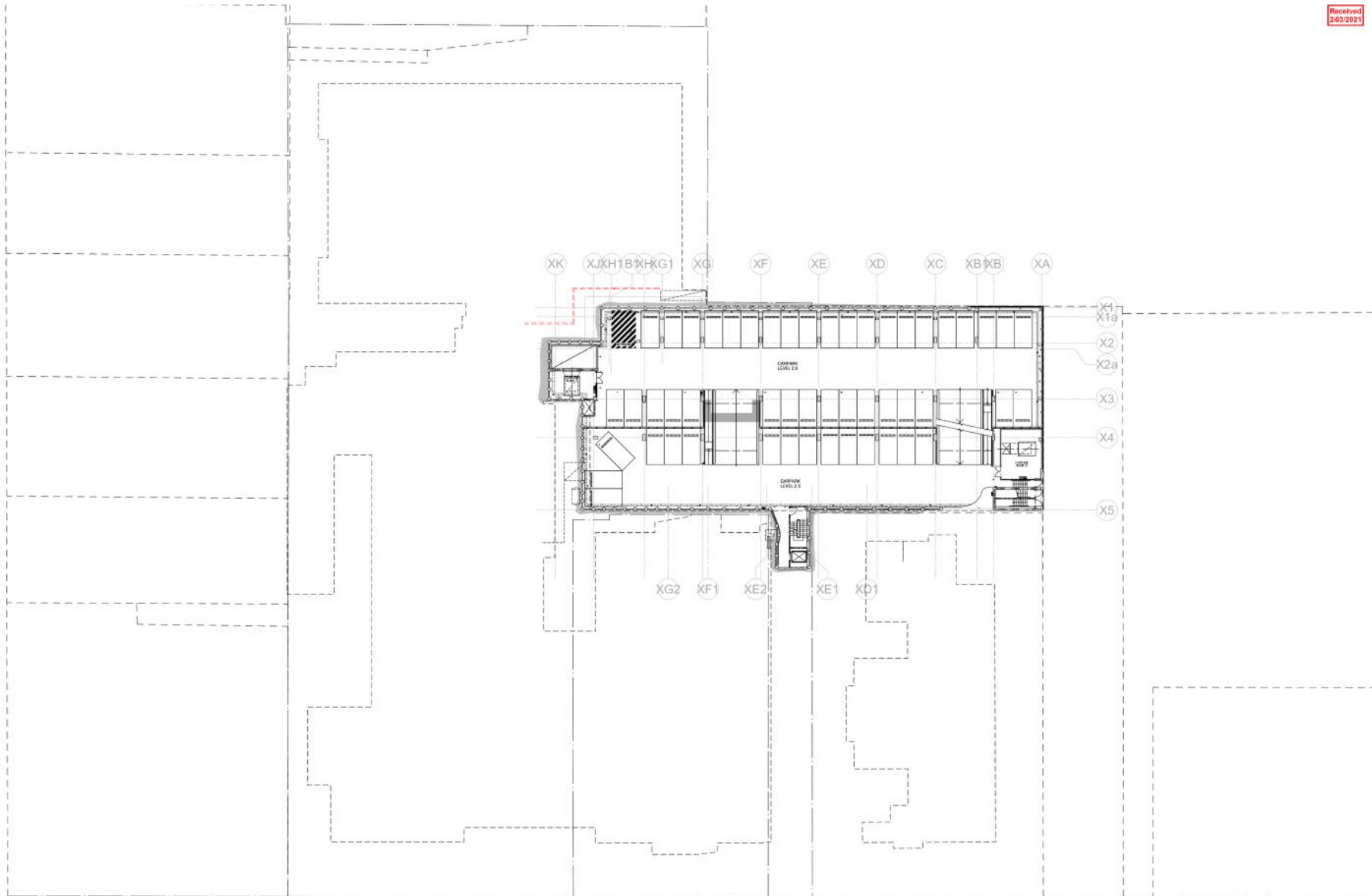
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PROJECT NO: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **DEMOLITION PLAN - BASEMENT 01**



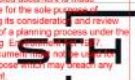
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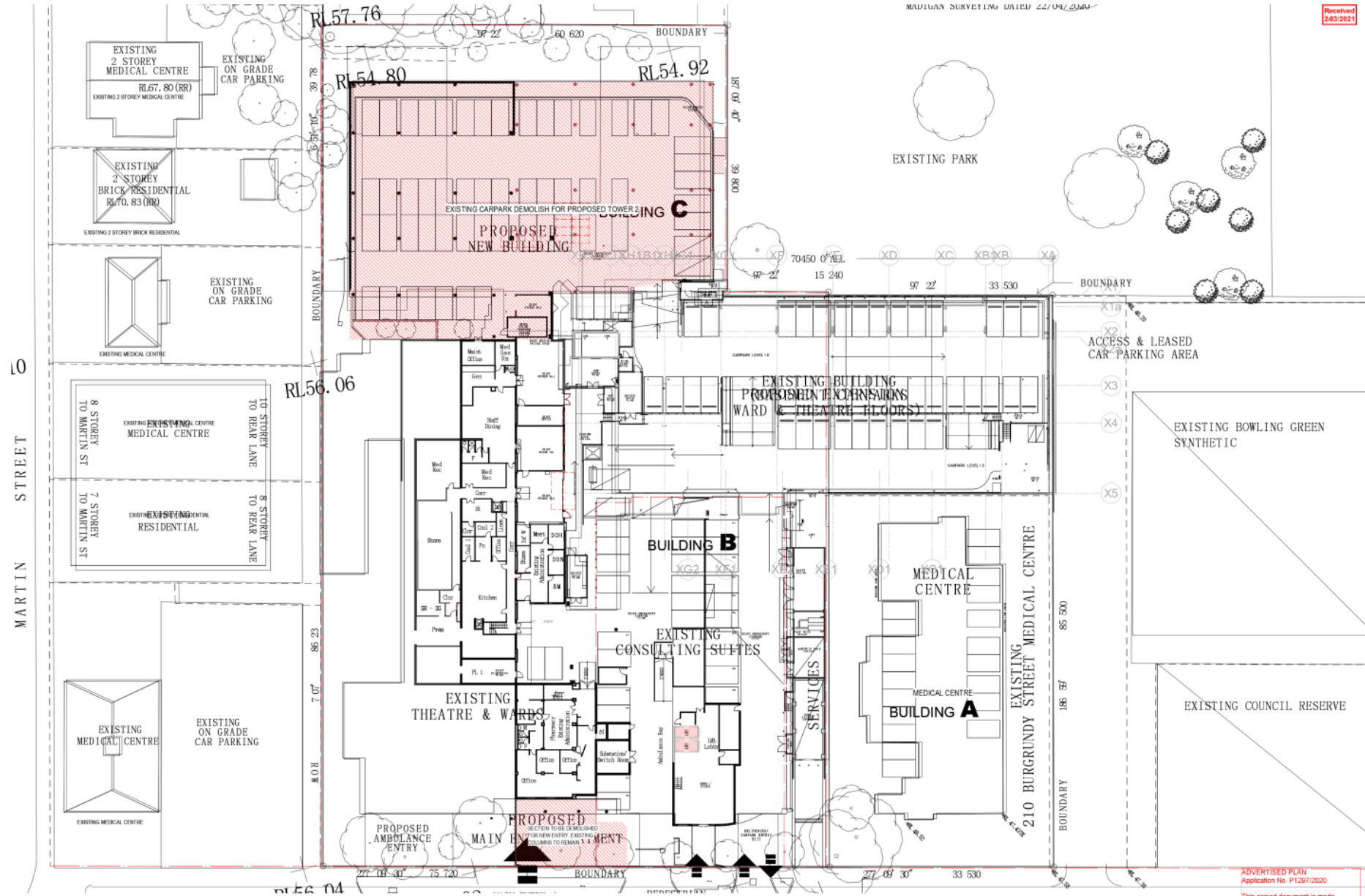
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 PROJECT STATUS: **Town Planning**

SHEET NAME: **DEMOLITION PLAN - LEVEL 01**

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PROJECT NO: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **DEMOLITION PLAN - LEVEL 02**




DATE: **25/01/2021**

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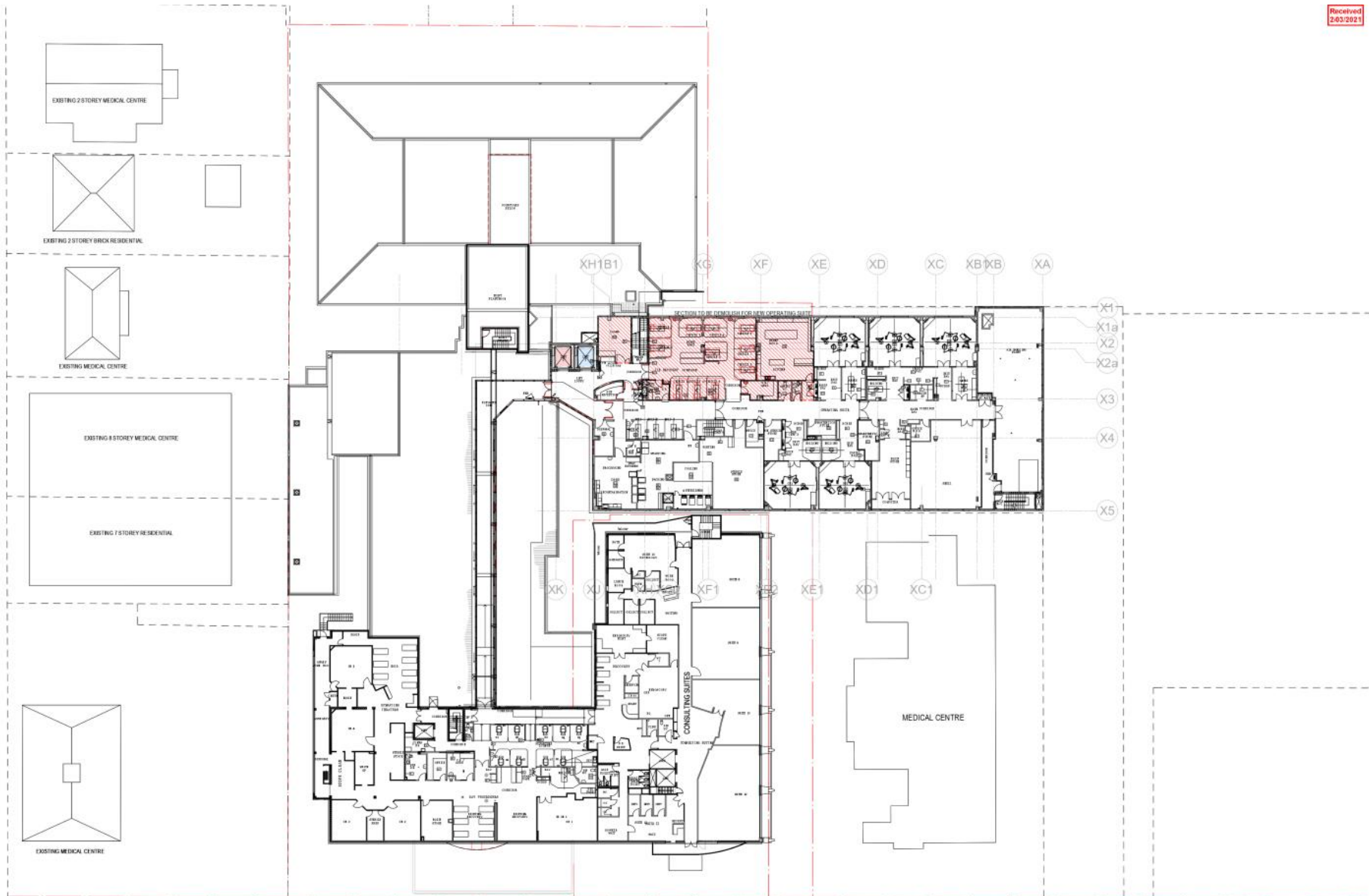
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 PROJECT NO: **10461**
 PROJECT STATUS: **Town Planning**

SHEET NAME: **DEMOLITION PLAN - LEVEL 03**



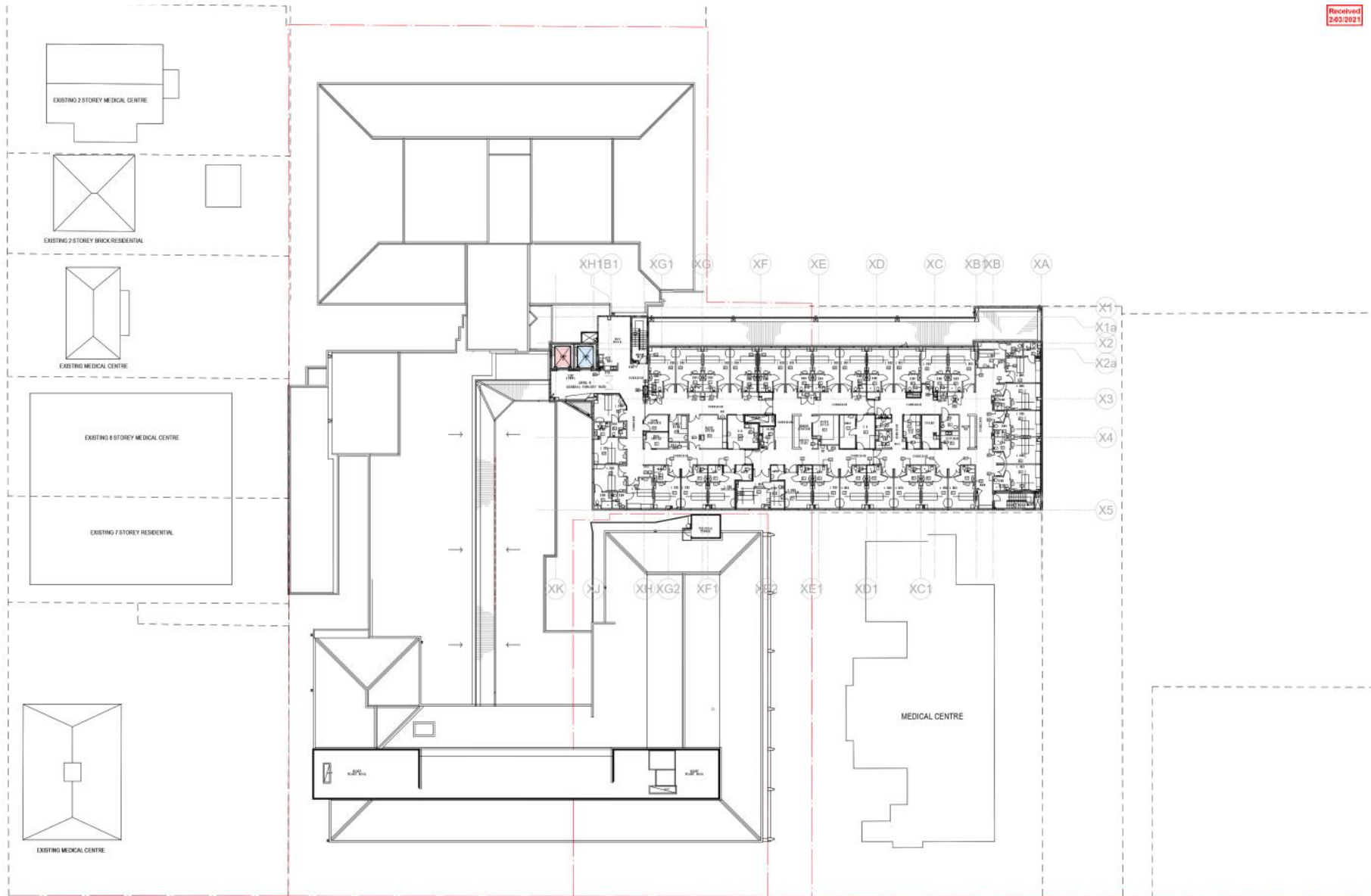
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PROJECT NO: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **DEMOLITION PLAN - LEVEL 04**




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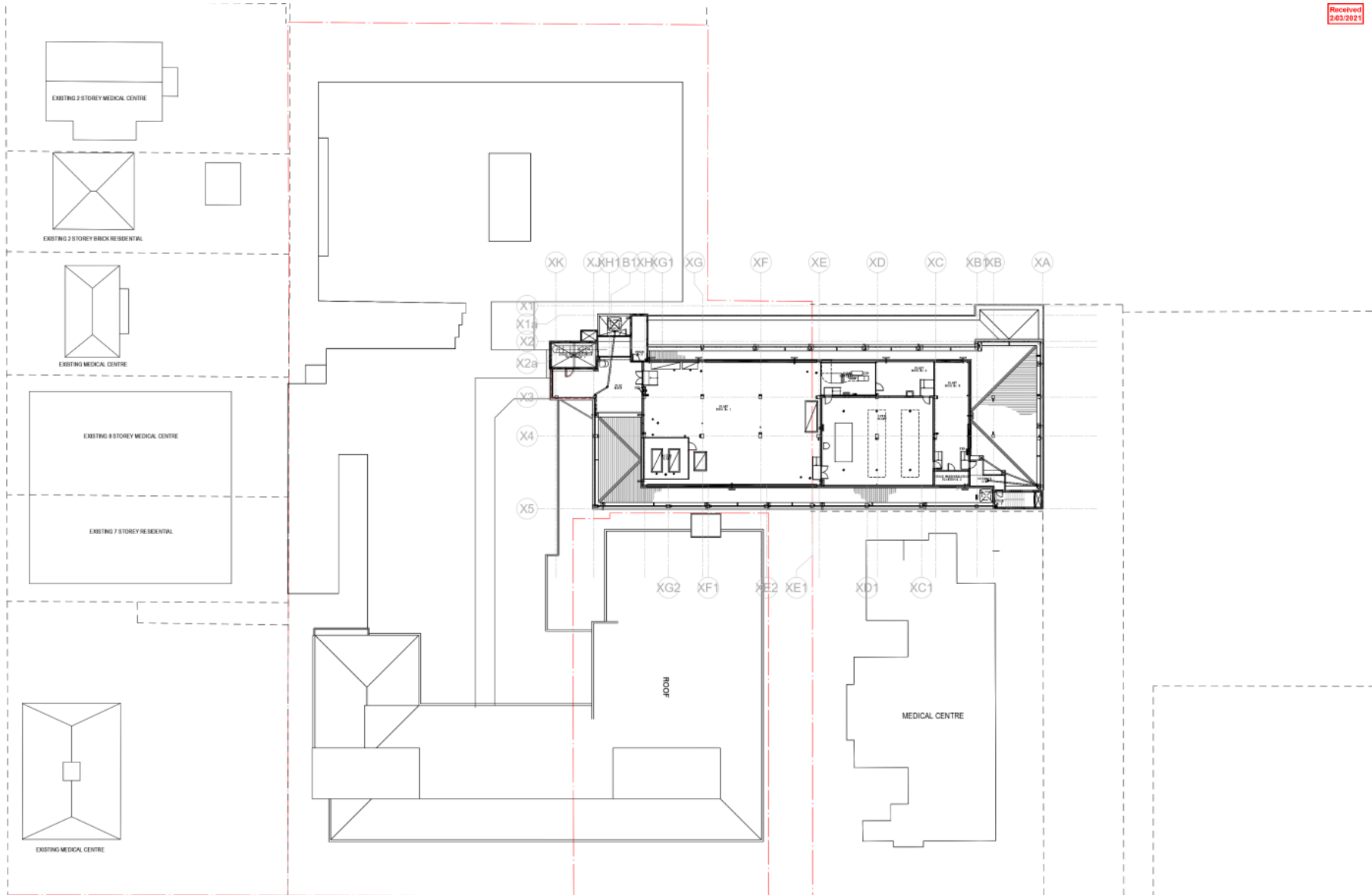
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
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 PROJECT NO.: **10461**
 PROJECT STATUS: **Town Planning**

SHEET NAME: **DEMOLITION PLAN - LEVEL 05**

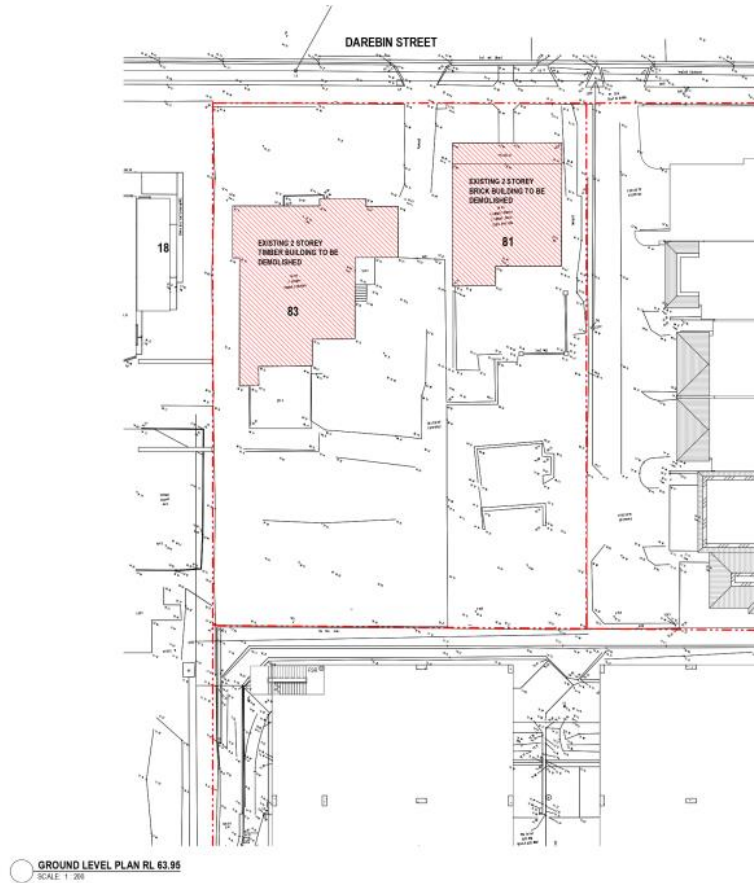


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PROJECT NO: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **DEMOLITION PLAN - DAREBIN STREET**



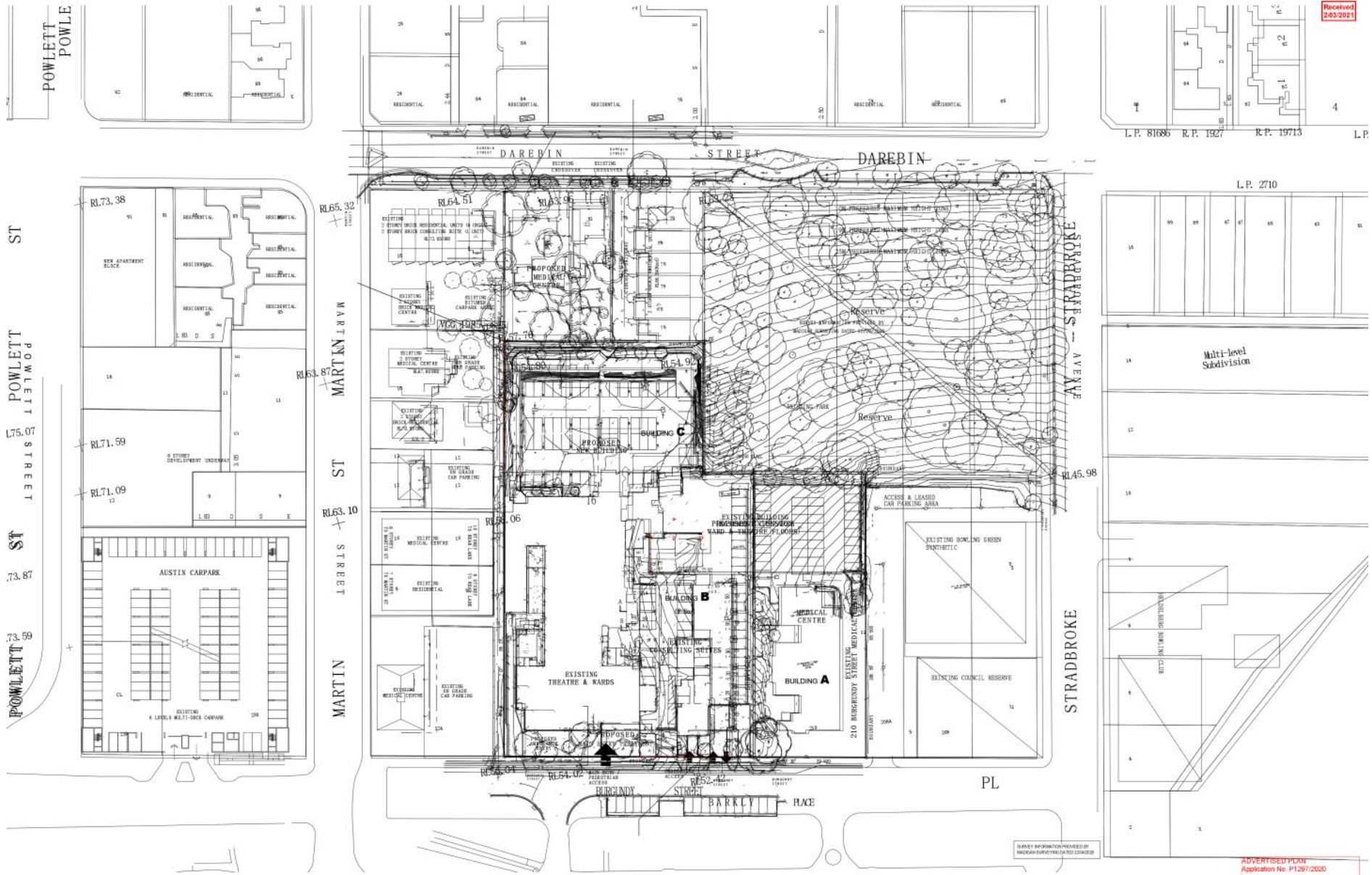
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PROJECT NO: **10461**

PROJECT STATUS: **Town Planning**

SHEET NAME: **SURVEY**



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DRAWING No: **TP-49 - B**

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 PROJECT NO: **10461**
 PROJECT STATUS: **Town Planning**

SHEET NAME: **ARTIST'S IMPRESSION**



DATE: **25/01/2021**
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 DRAWING No: **TP-50 - B**

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01/03/2021



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216 Burgundy Street, Melbourne, 3084
PROJECT NO: **10461**
PROJECT STATUS: **Town Planning**

SHEET NAME: **ARTIST'S IMPRESSION**



DATE: **01/03/2021**
SCALE: **@ A1**
DRAWING No: **TP-51 - C**





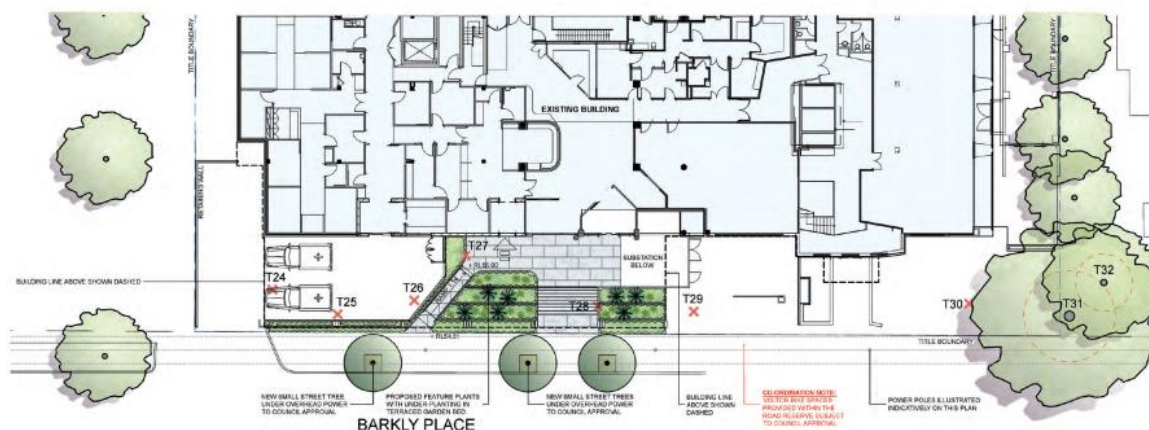
PLANT SCHEDULE

SYMBOL	BOTANICAL NAME	COMMON NAME	MATURE HEIGHT	MATURE SPREAD
●	MEDIUM EVERGREEN TREES Eg. <i>Hydrangea</i> <i>avium</i>	Native Frangipani	9.0m	4.0m
	NARROW EVERGREEN TREES <i>Banksia marginata</i> <i>Scytophyllum australe</i> 'Pinnacle'	Silver Banksia Pinnacle Lilly-pilly	5.0-6.0m 6.0-8.0m	1.5-2.0m 1.0-1.5m
●	FEATURE PLANTS <i>Corydalis scottiae</i> <i>Dicksonia antarctica</i>	Gymea Lily Soft Tree Fern	2.0m 2.0m	2.0m 1.5m
●	SHRUBS, TUFTED PLANTS & GROUNDCOVERS Eg. <i>Lomandra nitidula</i> <i>Lomandra confertifolia</i> 'Seascapes' <i>Cosmotheca glauca</i> 'prostrata' 'Shagpile' <i>Chrysocoma sphaerulata</i> <i>Cornus alba</i> var. <i>alba</i> <i>Cornus alba</i> var. <i>horizontalis</i> <i>Cornus</i> <i>Dusky Bells</i> <i>Baccharis multifida</i> <i>Callistemon viminalis</i> 'Green John' <i>Banksia spruceana</i> 'Birthday Candles' <i>Rhynchospora spinescens</i> <i>Aussie Flat Bush</i> <i>Xanthorrhoea minor</i> <i>Capanea tasmanica</i> <i>Viola hederacea</i>	Wattle Mat-Rush Fire Leaf-lid-Rush Shagpile Sheoak Yellow Bells Coastal Cornus Dwarf Cornus Dwarf Cornus Cut-leaf Caneberry Green John Bottle Brush Birthday Candies Banksia Aussie Flat Bush Small Grass Tree Tasman Pine Lilly Native Violet	0.3m 0.2m 0.2m Possible 1.2m 1.0-1.5m 1.0m 0.5m 1.0m 0.5m 0.3m 0.2m 0.5-1.0m 0.4m 0.3-0.5m 1.0m 0.8m 0.5-0.8m Possible 0.5m	0.3m 0.2m 0.2m Possible 1.2m 1.0m 1.0m 0.5m 0.5m 0.5m 0.5m 0.5m 0.5m 0.5m 0.5m 0.5m 0.5m 0.5m 0.5m 0.5m
●	EVERGREEN CLIMBING PLANTS Eg. <i>Clematis integrifolia</i> <i>Hibiscus scandens</i>	Small-leaved Clematis Golden Guinea Flower	3.0-5.0m 3.0-5.0m	3.0-5.0m 3.0-5.0m

LEGEND

- EXISTING TREES TO BE RETAINED
REFER TO TREE LOCATION PLAN FOR TREE NUMBERS WHERE INDICATED IN DEVELOPMENT IMPACT ASSESSMENT PREPARED BY ARBOR SURVEY CONSULTANTS
- ✗ EXISTING TREE TO BE REMOVED
REFER TO TREE LOCATION PLAN FOR TREE NUMBERS WHERE INDICATED IN DEVELOPMENT IMPACT ASSESSMENT PREPARED BY ARBOR SURVEY CONSULTANTS
- GARDEN BED - NATURAL GROUND PROFILE
75mm APPROVED TOPSOIL
150mm APPROVED SUBGRADE
300mm GRANULATED SUBGRADE
- GARDEN BED - RAISED IN SITU PLANTER
150mm APPROVED TOPSOIL
150mm APPROVED SUBGRADE
300mm GRANULATED SUBGRADE
- GRASS - REINSTATE NATURE STRIP
APPROVED GRASS SPECIES
75mm APPROVED TOPSOIL
150mm GRANULATED SUBGRADE
- ▨ PEDESTRIAN PAVING
REFER ARCHITECTURAL DRAWINGS
- ▨ VEHICLE PAVING
REFER ARCHITECTURAL DRAWINGS
- ▨ RETAINING WALL
REFER ARCHITECTURAL DRAWINGS
- BASEMENT BELOW
- FLOOR ABOVE
- TITLE BOUNDARY

DESIGN IMAGES



KEY PLAN
N15

**FOR TOWN PLANNING
NOT FOR CONSTRUCTION**

PRELIMINARY

PS	08.09.2021	FOR REVIEW & COMMENT
PS	08.09.2021	FOR REVIEW & COMMENT
PS	08.09.2021	FOR REVIEW & COMMENT
PS	08.11.2020	FOR REVIEW & COMMENT
PS	08.10.2020	FOR REVIEW & COMMENT
PS	08.10.2020	FOR REVIEW & COMMENT

KANE CONSTRUCTION'S PTY LTD

WARRINGAL PRIVATE HOSPITAL REDEVELOPMENT
216 BURGUNDY STREET - HEIDELBERG



CDA Design Group Pty Ltd
Landscape Architecture
URBAN DESIGN

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Canton Hills QLD 4065
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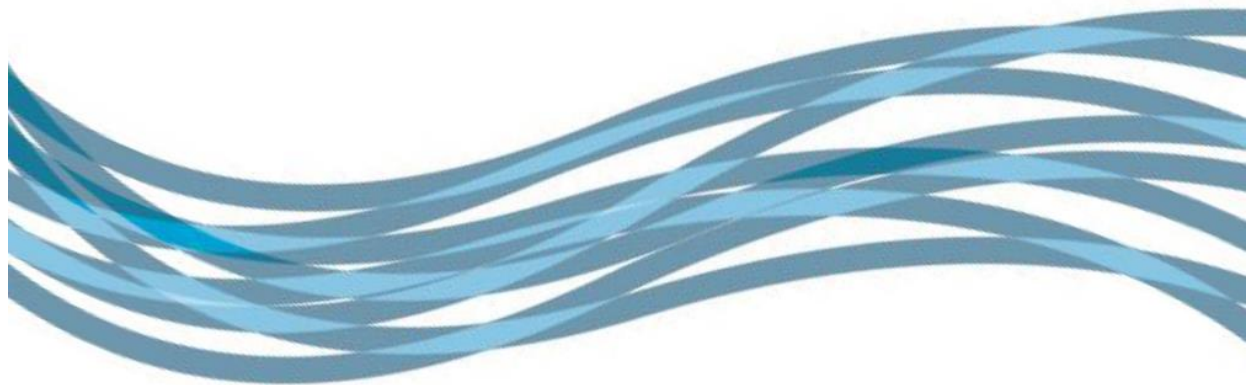
Project No: 0001
Date: OCT 2020
Drawn by: AM
Checked by: W
Drawn by: TP01



2021-2025 Revenue and Rating Plan

March 2021

Adopted by Council **/**/2021



2021-2025 Revenue and Rating Plan

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2021-2025 Revenue and Rating Plan

I. Introduction

Council has a number of revenue streams that are used to fund the assets and services that are provided to the community.

The most significant of these streams are rates revenue, fees & charges and grants income which combined make up over 90% of Council income each year:

- o Rates (approx. 62-63% of total revenue),
- o Fees, charges & fines (approx. 18-20%) and
- o Grants (approx. 10-11%).

Other streams of revenue that are not specifically covered as part of this plan include (but is not limited to); Interest income, Contributions income, Rental income and Fair value adjustments.

These items are not included as part of this plan as they are either;

- o Covered under other Council plans and/or strategies (see Investment Policy, Public Open Space Plan, Lease & Licence framework and Developer Contribution Plan),
- o Comparatively minor in nature, or
- o Council is unable to impact the revenue received.

To ensure the Local Government Act rating objectives of equity and efficiency are achieved, it is important that Banyule City Council has a Revenue and Rating Plan in place that is transparent to the community and reviewed annually as part of the budget process.

The important matters to be considered in relation to the Revenue and Rating Plan include:

- The legislative framework
- What rates and charges can be declared
- The rate base
- Uniform or Differential rates
- Differential Rates
- Cultural and Recreational Lands
- Impact of Council revaluations and supplementary valuations
- The municipal charge
- Service rates and charges
- Special rates
- Rebates and concessions
- Exempt Properties
- Collections
- Fire Services Property Levy

What is a Revenue and Rating Plan?

The Local Government Act 2020 states that councils must adopt a Revenue and Rating Plan by the next 30 June after a general election for a period of at least the next 4 financial years. This Revenue and Rating Plan covers the period 1 July 2021 to 30 June 2025.

A Revenue and Rating Plan is the policy by which council systematically considers factors of importance that informs its decisions about how Council raises revenue, including by the rating system Council uses. The rating system determines how Council will raise money from properties within the municipality. It does not influence the total amount to be raised, only the share of revenue contributed by each property. The rating system comprises the valuation base and actual rating instruments allowed under the Local Government Act 1989 (The Act) to calculate property owners' liability for rates.

The Act requires Councils to exercise sound financial management. In particular, The Act states that the principles of sound financial management are to:

- a) manage financial risks faced by Council prudently having regard to economic circumstances;
- b) pursue spending and rating policies that are consistent with a reasonable degree of stability of the rates burden;

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2021-2025 Revenue and Rating Plan

- c) ensure that decisions are made and actions are taken having regard to their financial effects on future generations;
- d) ensure full, accurate and timely disclosure of financial information relating to the Council

The Council articulates its objectives, strategies and activities through community consultation and the development of key documents such as:

- the Council Plan, and
- Council's Long-Term Financial Plan, and
- the Council Budget

Objectives of the Financial Plan (Ten Years)

When considering the Revenue and Rating Plan, Council needs to meet the objectives set out in the Council Plan, and as reflected in the Financial Plan. The Council Plan will be adopted in October 2021 and this plan will be reviewed annually to reflect changes in Council's priorities.

Council's commitment to managing resources wisely will be achieved through:

- Providing exceptional customer service
- Delivering best value services and facilities
- Providing responsible financial management and business planning
- Providing good governance and be accountable
- Promoting an engaged and productive organisation
- Managing the systems and assets that support service delivery

The following table lists the Strategic Objectives as described in the adopted Banyule Council Plan 2017-2021 (Year 4).

Strategic Objective	Description
People: Strong, healthy and inclusive communities	Support and strengthen the health and wellbeing of the Banyule community.
Planet: Environmental sustainability	Protect and care for the natural environment.
Place: Great places and spaces	Maintain and enhance our public spaces, buildings and infrastructure
Participation: Engagement and advocacy	Engage meaningfully and advocate for the broader interest of the community
Performance: Efficiency and good governance	Manage our resources wisely to achieve Council's strategic objectives.

The key guiding document, the Council Plan 2021-2025 is to be considered by Council in October 2021. Material changes to the revenue requirements will be included in the first annual review in 2022.

2. Rates

2.1 Rating – the Legislative Framework

The purpose of this section is to outline the legislative framework in which Council has to operate in constructing its rating system and the various issues that Council must consider in making its

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2021-2025 Revenue and Rating Plan

decision on the rating objectives.

The relevant legislation guiding councils in terms of levying property owners are the following acts:

- Local Government Act 1989
- Local Government Act 2020
- Valuation of Land Act 1960
- Cultural and Recreational Lands Act 1963

A rating review was undertaken by the Victorian government in 2019. The government's response to the review was that there will be no fundamental changes at present to the way rates are levied in Victoria, with minor changes intended to improve community understanding of the rating process, to improve the way councils budget and declare rates and to review possible changes to "smooth out" significant changes to rates as a result of atypical changes in valuations.

Objectives

The legislation specifies a number of major objectives for the rating system:

- the equitable imposition of rates and charges
- a reasonable degree of stability in the level of the rates effort
- contribute to the equitable and efficient carrying out of its functions
- apply principles of financial management, simplicity and transparency.

It must be acknowledged from the start that these objectives can conflict.

The two objectives which the rating system must have the greatest regard to are the achievement of equity and efficiency.

Equity

Having determined that Council must review its Revenue and Rating Plan in terms of the equitable imposition of rates and charges, it is a much more vexed question in terms of how to define and determine what is in fact equitable in the view of the Council.

Horizontal equity refers to justice or fairness in the treatment of like properties - in other words, that similar rates are paid by similar properties. There is a fundamental importance on which characteristics define similarity. On the assumption that property valuations fairly reflect the true valuation of like properties, horizontal equity will be achieved.

Vertical equity refers to justice or fairness in the treatment of properties in different circumstances (e.g. different property types – residential/commercial/ vacant land). It implies a "relativity" dimension to the fairness of the tax burden.

In the case of property taxation it may be considered equitable for one type of property to have to bear more or less of the rates effort than another type of property. Clearly, however, affordability criteria may be a significant concern that influences views about vertical equity.

Rates are essentially a wealth tax, determined on the value of property. A pure "wealth tax" approach implies that the rates paid relate directly to the value of a ratepayer's real property. The tests of horizontal and vertical equity are solely based on property value.

There is some debate surrounding the characteristics of property owners that may impinge on the application of an equity principle.

The three main ways in which positions can vary are:

- the benefit or user pays principle – some groups have more access to, make more use of, and benefit from more, specific council services;
- the capacity to pay principle – some ratepayers have more ability to pay rates than do others with similarly valued properties;
- the incentive or encouragement principle – some ratepayers may be doing more towards

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achieving council goals than others in areas such as environmental or heritage protection.

The Benefit Principle

A popular complaint levelled at councils is that “*the rates I pay have no correlation with the services I consume or the benefits I receive*”. This argument is based on the benefit principle (the opposite of the wealth tax principle) that argues there should be a nexus between consumption/benefit and the rate effort.

Application of the benefit principle is difficult in practice because of the complexity and, in some cases, impossibility, of measuring the relative levels of access and consumption across the full range of council services. In some ways the arguing of the benefit principle with respect to council rates is like trying to do the same for the income tax that is used to fund a wide range of universally accessed services.

It is likely to be quite costly to regularly undertake in-depth analyses on service access, consumption patterns and costs in order to attempt to review the level of benefit, unless the service is widely used and measured and the costs are understood. In any event many subjective assumptions will have to be introduced. Other pricing instruments such as user charges, special rates and charges and service rates and charges better lend themselves to dealing with the issue of benefit.

Capacity to Pay

Notwithstanding the practical limitations, council can make choices about the tax treatment of classes of real property in so much as they believe that a class of property will reflect the financial position of a household or business and its capacity to pay. However, the most vexed issue related to capacity to pay is assessing it across different classes of property.

While personal income tax is more reflective of the capacity to pay, it is not possible to expect a property tax system to deal practically with all aspects of capacity to pay based on individual households and businesses. It is also not practical or acceptable to shift, modify or manipulate the existing system to the benefit of one group of ratepayers at the expense of another unless such shift is widely accepted and for a proper purpose.

In fact, Local Government has no mandate or ability to universally apply a “capacity to pay” test.

Council has the option of introducing a Council rebate to certain groups to reduce that property’s rate effort. Presently pensioners within the municipality are able to access the State Government Rebate.

Consideration of capacity to pay does become relevant when determining any flat or fixed charge as these charges are regressive in nature.

Efficiency

Efficiency can be defined as the ratio of ends produced (output) to means used (inputs). In other words it can be considered directly related to the cost of administering the rates system. Administration costs include the issuing of assessments, collection of rates, including maintaining and improving collection systems, monitoring outcomes, educating and informing ratepayers, and enforcement and debt recovery. It also includes the maximization of additional rate income through supplementary valuations by ensuring the timeliness and accuracy of amended rate notices.

A simple rating system is more transparent, meaning that the underlying purpose and principles behind the design of a rate are clearer - who is liable for a particular rate and how rate liability is calculated. However, it is also possible for a simple rate system to be costly if it is unpopular and results in increased appeals and higher collection costs.

Anomalies with Property Taxation

Property taxes do not recognise the situation where ratepayers are “asset rich” and “income poor”. In these cases ratepayers may have considerable wealth reflected in the property they own but have

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a low level of income. Examples include pensioners, businesses subject to cyclical downturn, and households with large families and property owners with little equity. In a commercial sense the argument has also been expressed in terms of the ability of property to generate a reasonable return.

Fair Go Rates System

The State Government's Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. The prescribed rates caps were set at:

Financial Year	Rate Cap
2021/2022	1.50%
2020/2021	2.00%
2019/2020	2.50%
2018/2019	2.25%
2017/2018	2.00%
2016/2017	2.50%

The cap applies to general rates and is calculated on the basis of council's average rates and charges. In Banyule's Long Term Financial Plan, it is assumed that the rate cap for the following years will be:

Financial Year	Rate Cap
2022/2023	1.75%
2023/2024	2.00%
2024/2025	2.25%
2025/2026	2.50%
2026/2027	2.50%
2027/2028	2.50%
2028/2029	2.50%
2029/2030	2.50%

These assumptions are based on forecast CPI changes.

The formulae provided by the Essential Services Commission (ESC) and agreed to by the State Government is:

Adopted General Rate and Municipal Charge Income + Annualised Supplementary Rate and Municipal Charge Income
Number of Assessments as at 30 June
= Base Average Rate
Base Average Rate x (1 + Prescribed Rate Cap)
= Maximum allowable Capped Average Rate

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the Banyule community.

In situations where the rate cap is not sufficient for Council's needs, Council can apply to the Essential Services Commission for a higher cap; this is known as a variation.

Banyule City Council does not intend to apply for a variation to the rate cap for the duration of the Revenue and Rating Plan 2021-2025.

What Rates and Charges may a Council declare?

Section 155 of The Local Government Act 1989 provides that Council may declare the following

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rates and charges on rateable land:

Rating option	Description	Banyule structure
General rate	A general rate is applied to all properties and can be set as either a uniform rate or a number of differential rates	Banyule applies the differential rates listed below.
Uniform rate	A uniform rate is a single rate in the dollar that is applied to the value of all properties in the municipality.	Banyule does not apply a uniform rate.
Differential Rates	Differential rates are different rates in the dollar that are applied to different classes of properties and are permitted if the Council uses Capital Improved Value as the rating valuation base. The Act allows the use of differential rates if the Council considers that this will contribute to the equitable and efficient carrying out of its functions.	The following differential rates are levied: <ul style="list-style-type: none"> • Residential Improved • Commercial/Industrial Improved (set at 1.25 times the residential improved rate) • Residential Vacant Land (set at 1.5 times the residential improved rate) • Commercial/Industrial Vacant Land (set at 2 times the residential improved rate)
Municipal Charge	A municipal charge to cover some of the administrative costs of the Council. This is a flat-rate charge applied to all properties excluding cultural and recreational properties.	Banyule does not levy a municipal charge.
Service rates	Service rates can be levied for provision of a water supply, collection and disposal or waste, and sewerage services as outlined in the Local Government Act 1989.	Banyule does not levy any annual service charges to rateable properties for a standard service. Banyule does charge for the collection and disposal of refuse from non-rateable properties and for the collection of non-standard refuse from rateable properties. These charges are declared in the Schedule of Fees and Charges.
Service rates and charges	Service rates or annual service charges (or a combination of both) can be levied for provision of a water supply, collection and disposal or waste, and sewerage services as outlined in the Act.	Banyule does not levy any annual service charges to rateable properties for a standard service. Banyule does charge for the collection and disposal of refuse from non-rateable properties and for the collection of non-standard refuse from rateable properties. These charges are declared in the Schedule of Fees and Charges.

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Rating option	Description	Banyule structure
Rebates and Concessions	The Act allows Councils to grant a rebate or concession in relation to any rate or charge to assist the proper development of all or part of the municipal district, preserve buildings or places that are of historical or environmental interest, or to restore or maintain buildings or places of historical, environmental, architectural or scientific importance.	Banyule does not offer any general council rebates.
Special Rates and charges	A special rate or charge may be declared for purposes of: <ul style="list-style-type: none"> • Defraying any expenses or • Repaying with interest any advance made or debt incurred or loan raised by Council. 	Banyule levies special rates and charges for promotional and marketing activities to assist retail associations, for street and drainage construction and to install solar panels for older ratepayers.
Cultural and Recreational Lands	In accordance with the <i>Cultural and Recreational Lands Act 1963</i> Council may levy an amount in lieu of rates on properties that meet the definition of cultural and recreational lands.	Banyule does levy an amount in lieu of rates for cultural & recreational using the following methodology: In Use Value X (Residential Improved rate X Questionnaire Weighting) X 36% (Net cost of council services available to the entity).
Electricity Generation Lands	An amount payable in lieu of rates may be levied under the <i>Electricity Industry Act 2000</i> . This amount is agreed upon between the generator and the council	There are no lands where electricity is generated in a manner and volume where this provision currently applies in Banyule.
Cladding rectification charge	A Council may enter into a cladding rectification agreement in respect of rateable land with an existing building on it, to fund works that rectify fire-prone cladding. The costs are then recovered through a charge on the property	Council has not received any requests for a cladding rectification agreement.
Environmental Upgrade Agreement	A Council may enter into an environmental upgrade agreement in respect of rateable land with an existing building on it to fund works that improve the energy, water or environmental efficiency or sustainability of the building on that rateable land, including climate change adaptation works on the building	Council has not entered into any environmental upgrade agreement.

2.2 Determining which valuation base to use

The purpose of this section is to outline the different methods that Council can utilise to value land and the issues that Council must consider in making its decision on the valuation method.

Introduction

Three methods of valuing land are allowed under The Act:

- Site Value (SV) – Value of land only

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- Net Annual Value (NAV) – rental valuation based on Capital improvement Value (CIV). For residential and farm properties, NAV is calculated at 5 per cent of the CIV. For commercial properties NAV is calculated as the greater of the estimated annual rental value or 5 per cent of the CIV.
- CIV – value of land and improvements upon the land

Banyule uses CIV for rating valuation purposes, along with the majority of other Victorian Councils.

Site Value (SV)

This method places a value on the land only and does not consider any value of any buildings constructed on the land. It is not considered to result in the most equitable distribution of the rate effort.

With valuations based simply on the valuation of the land and with only very limited ability to apply differential rates, the implementation of site value in Banyule would cause a significant shift in rate effort from the business sector into the residential sector. In addition, there would be further rating movements away from modern townhouse style developments on relatively small land parcels to older established homes on the more typical quarter acre residential block.

There is no Victorian Council that currently uses this valuation base.

Net Annual Value (NAV)

NAV, in concept, represents the annual rental value of a property. However, in practice, NAV is closely linked to capital improved value. For residential properties Valuers derive the NAV directly as 5 per cent of the CIV.

In contrast to the treatment of residential, NAV for business properties are assessed with regard to the actual market rental. This differing treatment of business versus residential has led to some suggestions that all properties should be valued on a rental basis. There is currently no legislation that supports this suggestion.

Where a Council utilises NAV, it may only apply three differential rates. For example, City of Melbourne utilise NAV, applying a differential rate for residential and non-residential land only.

Capital Improved Value (CIV)

CIV is the most commonly used valuation method by Victorian Local Government with most Councils applying this methodology. Based on the value of both land and all improvements on the land, it is relatively easy to understand by ratepayers as it equates to the market value of the property.

For CIV, business properties are valued primarily by the capitalisation method of valuation. This method of valuation is the industry standard for assessing the value of business properties and has as its base sale price and market rent of the property. For this reason, rental details are sought by rating Valuers every 2 years. When analysed on a per square metre basis, rents provide a means of establishing the rental market in a location.

The advantages of using CIV include:

- CIV includes all improvements and hence is often supported on the basis that it more closely reflects 'capacity to pay'. The CIV rating method takes into account the full development value of the property, and hence better meets the equity criteria than site value or NAV.
- The concept of the market value of property is far more easily understood with CIV rather than NAV or Site Value.
- The use of CIV allows Council to apply differential rates which greatly adds to Council's ability to equitably distribute the rating effort based on ability to afford Council rates.

The major disadvantage with CIV, and indeed all the other rating methods, is that rates are based on the property value which may not necessarily reflect the income level of the property owner as

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with pensioners and low income earners.

2.3 Determining the Rating System – Uniform or differential

The purpose of this section is to outline the two rating systems (uniform or differential) that Council can utilise to apply rates and the issues that Council must consider in making its decision on the rating system.

Uniform rate

If a Council declares that general rates will be raised by application of a uniform rate, the Council must specify a percentage as a uniform rate. A uniform rate will apply to the value of every rateable property within the municipality.

Rates will be determined by multiplying the percentage (the rate in the dollar) by the value of the land.

Banyule believes that a uniform rate should not be applied to all properties because it is not equitable. In particular, such a rate does not reflect the use of Council services and infrastructure nor does it create incentive for best use of property in the municipality.

Banyule has adopted differential rating as it considers that differential rating contributes to the equitable distribution of the rating effort. Differential rating allows particular classes of properties to be assessed at different levels from the general rate set for the municipality. Differential rating allows Council to shift part of the rate effort from some groups of ratepayers to others, through different 'rates in the dollar' for each class of property.

Council is entitled to apply many differential rates provided it used CIV as its base for rating.

Section 161 of The Act outlines the regulations relating to differential rates. This section is outlined below:

- 1) A Council must raise any general rates by application of a differential rate, if it uses the CIV system of valuing rates,
 - a) Council considers that the differential rate will contribute to the equitable and efficient carrying out of its functions.
- 2) If a Council declares a differential rate for any land, the Council must:
 - a) Specify the objectives of the differential rate, which must be consistent with the equitable and efficient carrying out of the Councils functions and must include the following:
 - i. A definition of the types of classes of land which are subject to the rate and a statement of the reasons for the use of that rate.
 - ii. An identification of the type or classes of land which are subject to the rate in respect of the uses, geographical location (other than location on the basis of whether or not the land is within a specific ward in Councils district) and planning scheme zoning of the land, and
 - iii. If there has been a change in the valuation system, any provision for relief from a rate to ease the transition for that land, and
 - b) Specify the characteristics of the land which are the criteria for declaring the differential rate.

The maximum differential allowed is no more than 4 times the lowest differential rate. For Banyule, the lowest rate is the Residential Improved rate.

Council has the option of increasing each respective differential rate in order to influence the behaviour of landowners.

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There is no theoretical limit on the number or type of differentials which can be levied.

Differential Rates***Advantages of a differential rating system***

The perceived advantages of utilising a differential rating system are:

- There is a greater flexibility to distribute the rate effort between all classes of property and therefore link rates with the ability to pay and reflecting the tax deductibility of rates for businesses;
- Differential rates allows Council to better reflect the investment required by Council to establish infrastructure to meet the needs to the commercial and industrial sector; and
- Enables Council to encourage particular developments through its' rating approach e.g. encourage building on vacant land.

Disadvantages of a differential rating system

The perceived disadvantages of utilising a differential rating system are:

- The justification of the differential rate can at times be difficult for the various rating groups to understand, giving rise to queries, objections and complaints.
- Differential rating involves a degree of administrative complexity, as properties can change from one classification to another (e.g. vacant land to residential) requiring Council to process supplementary valuations.

Objectives of the rate and characteristics

Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions.

Details of the objectives of each differential rate are set out below.

Residential/Commercial/Industrial Vacant Land**Objective:**

To encourage the development of land and to ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

- 1) Implementation of good governance and sound financial stewardship; and
- 2) Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
- 3) Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
- 4) Provision of strategic and economic management, town planning and general support services; and
- 5) Promotion of cultural, heritage and tourism aspects of Council's municipal district.

Types and Classes

Any rateable land on which no dwelling is erected.

Use and Level of Differential Rate:

The differential rate will be used to fund some of those items of expenditure and Capital Works described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Geographic Location:

Wherever located within the municipal district.

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Use of Land:

Any use permitted under the Banyule Planning Scheme.

Planning Scheme Zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Banyule Planning Scheme.

Commercial/Industrial Improved Land**Objective:**

To ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council having regard to the capacity of such land to be used to yield income and the demands such land makes on Council's infrastructure.

Those functions include the:

- 1) Implementation of good governance and sound financial stewardship; and
- 2) Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
- 3) Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
- 4) Provision of strategic and economic management, town planning and general support services; and
- 5) Promotion of cultural, heritage and tourism aspects of Council's municipal district.

Types and Classes:

Any rateable land which is used, or designed or adapted to be used, primarily for commercial or industrial purposes.

Use and Level of Differential Rate:

The differential rate will be used to fund some of those items of expenditure and Capital Works described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Geographic Location:

Wherever located within the municipal district.

Use of Land:

Any use permitted under the Banyule Planning Scheme.

Planning Scheme Zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Banyule Planning Scheme.

Types of Buildings:

The types of buildings on the land within a differential rate are all buildings that are now constructed on the land.

Residential Improved Land**Objective:**

To ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, having regard to the relative benefits derived from the carrying out of such functions.

Those functions include the:

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- 1) Implementation of good governance and sound financial stewardship; and
- 2) Construction, renewal, upgrade, expansion and maintenance of infrastructure assets; and
- 3) Development and provision of health, environmental, conservation, leisure, recreation, youth and family community services; and
- 4) Provision of strategic and economic management, town planning and general support services; and
- 5) Promotion of cultural, heritage and tourism aspects of Council's municipal district.

Types and Classes:

Any rateable land which is not Vacant Land, Commercial / Industrial Vacant Land or Commercial / Industrial Improved Land.

Use and Level of Differential Rate:

The differential rate will be used to fund some of those items of expenditure and Capital Works described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Geographic Location:

Wherever located within the municipal district.

Use of Land:

Any use permitted under the Banyule Planning Scheme.

Planning Scheme Zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Banyule Planning Scheme.

Types of Buildings:

The types of buildings on the land within a differential rate are all buildings that are now constructed on the land.

2.4 Cultural and Recreational Lands*Objective:*

To ensure that the promotion of cultural, heritage and recreational activity occurs within Council's municipal district and that this is supported in a way that encourages appropriate activity and development.

Council has considered the service utilised by the lands and the benefit these lands provide to the community by consideration of their cultural or recreational land use, as required under The Act.

Types and Classes:

Under the provisions of the Cultural and Recreational Land Act 1963, the Council levies an amount in lieu of rates payable in respect of recreational lands that have the following characteristics:

Any land which is not Residential Vacant Land, Commercial / Industrial Vacant Land or Commercial / Industrial Improved Land, which is specifically set aside for the use of cultural and recreational pursuits whereby the members do not derive a financial benefit or profit from the activities.

The Act effectively provides for properties used for outdoor activities to be differentially rated unless it involves land that is being leased from a private landowner. The discretion of whether to provide a cultural and recreational lands rate rests with Council

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The amount in lieu of rates payable in respect of each rateable land to which the Cultural and Recreations Land rate applies is determined by the following methodology:

In Use Value X (Residential Improved rate X Questionnaire Weighting) X 36% (net cost of council services available to the entity).

In Use Value has been determined as being 70% of the Capital Improved Value.

The Questionnaire weighting determines the level of benefit these lands provide to the community.

Currently Council has five properties that are currently defined as Cultural and Recreational properties in accordance with the Cultural and Recreational Lands Act.

2.5 The Impacts of Revaluations and Supplementary Valuations

The purpose of this section is to provide an overview of the rate revaluation and supplementary valuation processes.

Introduction

Under the *Valuations of Land Act 1960*, the Valuer-General revalues properties annually.

Property values are determined by qualified Valuers comparing each property to the recent sales figures of similar properties in the neighbourhood. The key factors are location, land size, type of house and condition.

Valuations are conducted using Best Practice Guidelines formulated and published by the Valuer General Victoria.

No Windfall Gain

There is a common misconception that if a property's valuation rises then Council receives a "windfall gain" with additional income. This is not so as the revaluation process results in a redistribution of the rate effort across all properties in the municipality. Any increase to total valuations of the municipality is offset by a reduction to the rate in dollar (ad valorem rate) used to calculate the rate for each property. Total income is fixed each year as part of the budget process.

The general revaluation process enables Council to re-apportion the rate income across the municipality in accordance with movements in property values. Properties which have increased in value by more than the average will receive a rate increase of more than the headline rate. Properties with an increase in value less than the average will receive a rate increase less than the headline rate.

Supplementary Valuations

In accordance with the *Valuation of Land Act 1960* further Valuations are required to be carried out between General revaluations, these are known as Supplementary Valuations.

Supplementary Valuations are completed when properties are physically changed by buildings being erected, demolished or altered, when properties are amalgamated, subdivided, portions sold off, rezoned or roads constructed.

Supplementary Valuations are adopted to bring the value of properties into line with values assigned to other properties in the municipality. This is to ensure that as near as practicable the rating valuation reflects the current property condition at the date prescribed for the General revaluation.

2.6 Municipal Charge

The purpose of this section is to outline the municipal charge that Council may utilise to apply rates and the issues that Council consider when applying a municipal charge.

Introduction

In addition to differential rates, Council may declare a municipal charge to cover some of the

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administrative costs of Council. Currently the total revenue from a municipal charge must not exceed 20% of the sum total of the general rates and municipal charge combined in a financial year.

The application of a municipal charge represents a choice to raise a portion of the rates by a flat fee for all properties, rather than sole use of the CIV valuation method.

Banyule does not levy a Municipal Charge.

Advantages of a municipal charge

The arguments in favour of a municipal charge are they apply equally to all properties and are based upon the recovery of fixed costs of providing administrative services irrespective of valuation. The same contribution amount per assessment to cover a portion of Councils administrative costs can be seen as a practical method of recovering these costs.

Disadvantages of a municipal charge

The argument against a municipal charge is that this charge is regressive in nature and would result in lower valued properties paying higher overall rates and charges than they do at present. The equity objective in levying rates against property values is lost in a municipal charge as it is levied uniformly across all assessments.

2.7 Service Charges / Service Rates

The purpose of this section is to outline the service charges that Council currently applies and new charges that could be utilised and the issues that Council must consider in making its decision when reviewing these service charges.

Section 162 of the Local Government Act 1989 allows Council to declare a service rate or charge for specified services.

A waste service rate based on property valuation follows a pure wealth-tax approach which is progressive in nature. Therefore, this approach has no correlation with the individual ratepayer consumption of services.

A waste service charge, on the other hand, follows a user-pays approach, which is regressive in nature. Unlike a service rate, the service charge approach has a clear correlation with the individual ratepayer's consumption of services. In other words, ratepayers pay the same charge for the same service received, independently of the property valuation.

Most of Victoria's councils, including Banyule's neighbouring councils, levy a waste service charge.

A waste service charge is more equitable approach than a service rate.

Advantages of a Service Charge or Service Rate

If a service charge is levied for collection and disposal of refuse it is easily understood by the residents as a user-pays system. There is also the ability to identify and apportion the costs of this service.

Service charges are also able to be levied on only those properties that actually receive a service, meaning that relief is provided to ratepayers who aren't able to use a particular service.

Service charges are also not subject to the Fair Go Rate Cap, other than in the year of their introduction. This means that as costs of a service move outside of inflation, these costs can be effectively quarantined from within the Rate Cap.

Service rates apply proportionally in the same way general rates are applied proportionally, in that properties with higher values pay higher rates.

Disadvantages of a Service Charge or Service Rate

This charge is regressive in nature and would result in lower valued properties paying relatively higher rates and charges in the year of introduction, compared to higher valued properties. The

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equity objective in levying rates against property values is lost in a service charge as it is levied uniformly across all assessments.

The impact of a service charge may also appear disproportionate to the users of the service as it is currently subsidised by the rates paid by owners of non-Residential Improved properties.

A service rate is problematic in that ratepayers using exactly the same service will pay different amounts dependent on their property's values.

Current use of Service Charges

Banyule does not currently levy an annual service charge for the collection and disposal of waste to all ratepayers. A standard service is provided to residential rateable properties and is funded from general rates. A service charge for non-standard refuse from rateable properties is however charged.

Annual reviews will be undertaken to determine whether the cost of providing a waste service will increase in excess of the permitted rises under the Fair Go Rate Cap. Changes in service provision or regulatory requirements may increase costs beyond Council's current waste management and disposal modelling.

Annual Charges for Non-Rateable land

Banyule charges for the collection and disposal of refuse from non-rateable properties. These charges are declared in the Schedule of Fees and Charges. The revenue received covers the costs of providing this service.

Annual Charges for Rateable land

Banyule charges for non-standard and additional collection and disposal of refuse from rateable properties. These charges are declared in the Schedule of Fees and Charges.

2.9 Special Rate or Charge

The purpose of this section is to outline the special rates and charges that Council currently applies and new charges that could be utilised.

Introduction

Section 163 of the Local Government Act 1989 permits councils to declare a special rate in relation to the performance of a function where Council considers that the function is or will be of special benefit to the persons required to pay the special rate.

Special Rates Schemes

Council currently has 12 Special Rate and or Charge schemes in operation, 11 are Promotional Schemes and one is an Aged Services Solar Program

Scheme Name	Finish Date
Rosanna Special Charge	June-2025
Heidelberg Central Special Charge Scheme	June-2021
The Mall and Bell Street Mall Special Rate	June-2025
Montmorency Shopping Village Special Charge	June-2024
Watsonia Special Charge	June-2022
Macleod Village Special Charge Scheme	June-2022
Greensborough Town Centre Special Rate and Charge	June-2022
Eaglemont Village S/C Special Charge	June-2022
Ivanhoe Shopping Centre Special Rate	June-2023
East Ivanhoe Special Charge	June-2023
Lower Plenty Special Charge	June-2025
Aged Services Solar Program Special Charge	December-2027

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Promotional Schemes

These schemes are declared for strip shopping centres within the City. They are primarily for the encouragement of commerce, retail activity and employment opportunities in and around the scheme area.

Council considers that there would be a special benefit to the area as the viability of the Precinct as a business, commercial, retail and professional area the value and the use, occupation and enjoyment of the properties and the businesses included in the scheme area will be maintained or enhanced through increased economic activity.

The amount collected from the scheme is matched by council (to declared capped amounts) and payments are made to the traders on a quarterly basis.

A decision to review Special Rates and or Charge Schemes occurs at the expiry of the current scheme, not during the budget discussions and is subject to extensive consultation with stakeholders and separate Council discussion and approval.

Construction Schemes

These schemes are declared when there is something constructed that would be of special benefit to the persons required to pay it. For example road, drain and car parking construction

The scheme that exists within Banyule is for road construction and it runs for a period of 10 years. Contributors have the option of paying the account in full at the commencement of the scheme and therefore avoiding the financing surcharge or paying it off over a 10 year period.

These schemes are declared as required following extensive consultation with stakeholders and do not form part of the budget process.

Aged Services Solar Scheme

This scheme is declared for the purposes of assisting older ratepayers to purchase roof-top solar panels. The Aged Services Solar Program runs for 10 years however there is no financing surcharge applied.

These schemes do not form part of the budget process.

2.10 Rebates and Concessions

The purpose of this section is to outline the rebates and concessions that could be utilised and the issues that Council must consider in making its decision when reviewing these rebates and concessions.

Introduction

Under the Local Government Act 1989, Council has the power to grant a rebate or concession in relation to any rate or charge to assist 'proper' development and the preservation of buildings or places of historical, environmental, architectural or scientific importance within the municipality.

While the original intent of the term 'proper' development has a land use perspective, Councils have been known to use the provision to assist economic development. Rebates and concessions should be used with respect to individual properties within a property class. The legislation intended that differential rates be used to achieve an outcome for a class of properties.

The granting of rebates and concessions results in a higher rating effort being applied to other properties to raise the same level of rate revenue.

2.11 Pensioner Rebate**State Government Pensioner Rebate**

Pensioners may qualify for a maximum 50% State Government rate rebate (to a gazetted maximum) for the home in which they are living. A rebate will apply for the Fire Services Property Levy. To

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be eligible, a ratepayer must hold one of the following concession cards:

- Pensioner Concession Card from Centrelink or Veterans' Affairs
- Gold Card from Department of Veterans Affairs specifying War Widow (WW) or Totally and Permanently Incapacitated (TPI).

Other than administrative costs this State Government Rebate scheme is cost neutral to Council as this is fully funded by the State Government.

Council Pensioner Rebate

Council has the option of introducing a pensioner rebate to complement the existing State Government rebate. A Council Pensioner rate rebate redistributes the rate effort with other ratepayers bearing the cost by way of higher rates and charges. The rate effort for non-pensioners is likely to be greater as the number of pensioners increases.

Once a rebate has been introduced, it may be difficult to remove. Ratepayers receiving the benefit would not support the removal of this benefit.

Council does not grant any further rebates or concessions than those afforded by the State Government Pensioner Rebate scheme.

2.12 Properties Exempt from Rates

The purpose of this section is to raise awareness of non-rateable properties.

Introduction

The Act provides for properties where the use is charitable, to be non-rateable.

Legal precedent has determined that charitable uses include those providing health services, education, religion and services to the needy.

Application for exemption from rating may be made at any time during the financial year and will be assessed based on the usage of the property. Council does not generally allow for any retrospective claims.

Department of Families, Fairness and Housing (formerly Department of Health and Human Services)

In relation to the Department of Families, Fairness and Housing (DFFH) owned housing, properties are rated if occupied. Properties are not rated if unoccupied or not habitable.

There are a number of organisations providing housing for people with low-income, on a voluntary and not for profit basis. The provisions of The Act preclude such residential housing from being non-rateable, even though their use may be regarded as charitable, in the everyday sense of the word.

The Local Government Act 1989 allows Council to grant a rebate or concession in relation to any rate or charge, to support the provision of affordable housing, to a registered agency.

Council does not provide a rate rebate to support the provision of affordable housing by registered agencies. Assistance for low income households is provided through the State Government pensioner rebate.

A pre-existing agreement is in place for the provision of a 50% rate rebate in relation to certain DFFH elderly persons units. This agreement has no sunset clause subject to the units remaining as housing for the elderly. This agreement is not open to other parties or to other properties.

2.13 Collections

The purpose of this section is to outline the rate payment options and processes that are in place in relation to payment of rates. It also includes the support provided to ratepayers facing hardship.

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Council must consider fairness, compassion, confidentiality and compliance with statutory requirements when reviewing these arrangements.

Liability to Pay Rates

The owner of the land is liable to pay the rates and charges on that land. In certain cases, the occupier, mortgagee or licensee holder is liable to pay the rates.

The Act declares the unpaid rate or charge, interest and costs to be the first charge upon the land, when the land is sold; ensuring Council receives the outstanding monies prior to the discharge of any mortgage and or charges on the land.

Payment Dates for Rates

Council, in accordance with The Act must allow for the payment of rates by four instalments per annum. The mandatory instalment payments are required at the end of September, November, February and May each year in accordance with the Gazetted dates. Council may allow a person to pay a rate or charge in a single lump sum payment.

Banyule City Council offers payment by instalments only.

Payment Methods

Council offers a range of payment options including

- Weekly direct debit
- Fortnightly direct debit
- Monthly direct debit
- BPay
- BPayView
- Australia Post billpay (phone & internet)
- Mail
- over the counter services at Council Service Centres or Australia Post agencies.

Incentives for Prompt Payment

Section 168 of The Act provides that incentives may be offered by Council for payment of rates and charges before the due dates.

No incentives are offered by Council for the payment of rates and charges before the dates.

Late Payment of Rates

Council has determined that the application of penalty interest will be applied on the sixth business day from the gazetted due date. The grace period was adopted by Council July 2014 and will remain in place unless revoked and this will be declared as part of the annual Declaration of Rates and Charges.

Interest penalties will be in accordance with Section 172 (2) of The Act, which allows interest to be imposed on unpaid rates at the rate fixed under Section 2 of the Penalty Interest Rates Act 1983.

Council cannot apply an alternative rate but has the power to exempt any person from paying the whole or part of any interest amount generally or specifically payable.

Debt Recovery - Collection of Overdue Rates

Council makes every effort to contact ratepayers at their correct address but it is the ratepayers' responsibility to properly advise Council of their contact details. Amendments to The Act require the purchaser of property, or their agents to notify Council by way of notices of acquisition.

In the event that an account becomes overdue, Council has established procedures and guidelines for the collection of the debt. This creates a consistent approach to debt collection and ensures that all ratepayers are treated equally and fairly.

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The purpose of the Collection guidelines is to act as a genuine deterrent to ratepayers who might otherwise fail to pay rates on time, to allow Council to recover the administrative cost of following up unpaid rates and to recover any interest cost the Council may incur due to lost investment opportunities. The principle in providing for such penalty is that ratepayers who pay within the required timeframe should not have to subsidise or bear any cost of ratepayers who default in payment. Details of Council's collection framework is contained in Council's Rates Collection Policy.

Waiver/Deferment of Interest, Rates and Charges under Financial Hardship

Council acknowledges that some ratepayers will experience difficulty from time to time in meeting rate payments due to any number of reasons. Council further understands that relief measures have a cost to Council which must be borne by other ratepayers in either the short or long term.

Waivers are not generally granted. However, in cases such as those associated with severe economic downturn, Council may grant waivers through the Hardship Assistance Policy, which is updated annually.

Council recognises there are cases of genuine financial hardship requiring respect and compassion in special circumstances. In accordance with The Local Government Act 1989, Council has established a policy which includes provisions for the waiver of interest or deferment of rates and charges;

Special Circumstances Waiver

Council acknowledges that ratepayers will experience circumstances where they may fail to make payment of their instalment and that this failure to pay on time is a departure from their usual pattern. In these circumstances, upon receipt of a written request from the ratepayer Council may waive interest or associated charges as a "one-off" special circumstances waiver, once the overdue amount has been paid.

2.14 Fire Services Property Levy

The Victorian Government introduced a property based levy to fund the Metropolitan Fire brigade (MFB) and the Country Fire Authority (CFA) from 1 July 2013.

The Fire Services Property Levy replaced the insurance-based funding model as recommended by the Victorian Bushfires Royal Commission.

Under the property-based levy:

- councils collect the levy through rates notices;
- the levy is calculated based on the capital improved value of a property;
- the levy consists of a fixed component plus a variable component calculated as a percentage of capital improved property values;
- the fixed component varies for residential properties and non-residential properties; and
- the levy rate varies for different property types such as residential, industrial, commercial and primary production.

The fire services property levy is shown separately on rate notices.

It is important to note that Council is not raising any additional revenue from the levy; it is merely acting as a collection agency on behalf of the State Government.

3. Government Grants

Council pursues all avenues to obtain external grant funds for prioritised works. Government Grants make up approximately 10% of Council's yearly revenue and the largest proportion (20%) of government grants is made up of the Financial Assistance grant provided by the Commonwealth Government under the Local Government (Financial Assistance) Act 1995

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(Commonwealth) Grants Commission Scheme and distributed annually to 79 local governing bodies within Victoria via the Victorian Local Government Grants Commission.

The Financial Assistance Grant (VLGGC) program consists of two components:

- A general purpose component, which is distributed between the states and territories according to population (i.e. on a per capita basis), and
- An identified local road component, which is distributed between the states and territories according to fixed historical shares.

Both components of the grant are untied in the hands of local government, allowing councils to spend the grants according to local priorities. Council applies the local roads component to road rehabilitation projects in its Capital Works Program, and utilizes the general purpose component to fund Council operations and Capital works.

In addition to financial assistance grants, each year Council receives a number of other grants from the State & Federal Government. Grants received may be to help fund capital works and short-term initiative projects or to help fund the provision of regular Council services. These grants are split into two categories based on whether they are of a recurrent (received each year) or non-recurrent (once-off) nature.

The volume of non-recurrent grants fluctuates from year to year and typically represent grants received towards the funding of capital projects or small ad-hoc initiatives. Government departments generally designate a total pool of funding available and eligibility criteria to access the funding. Council is responsible for identifying funding that it may be eligible for and then making appropriate applications.

Recurrent grants are relatively consistent from year to year and are typically granted to Council to help fund the provision of specific services (Home Care, Child Care, Maternal & Child Health, School Crossings, etc.). The grants may designate specific obligations tied to the funding such as the requirement for Council to delivering a minimum amount of service levels. If these obligations are not fully met, a portion of the funding may be forfeited and need to be returned.

Council has no control over the available funding put forward by State and Federal Government. However Council is able to exercise an element of control over grant funding by; ensuring that applications are made for all applicable grant funding pools, all funding obligations are met and the prioritization of capital works takes into account each projects eligibility for grant funding.

4. Fees and Charges

Council provides a wide mix of goods and services to the community. All council services can be reviewed to assess whether they are appropriate to attract user fees and charges. Council services which are deemed public infrastructure are generally provided free of charge and associated expenditure is fully funded by rates and/or grants. This includes the provision of roads, parks, footpaths, drainage, trees, etc.

Where a service is provided on an individual basis, they may often attract a fee or charge. The ability for Council to set the fees and charges for these services may be impacted by state and/or federal government legislation of funding conditions that either prohibit or sets ceilings for pricing. Some of these, such as planning fees, are set by state government statute and are commonly known as 'statutory fees'. In these cases, councils usually have no control over the setting of the fee price.

For fees & charges other than 'statutory fees', each service is analysed as to whether it is of a commercial or community-benefit nature. Services are deemed to be of a community-benefit nature if the provision of the service delivers benefits to the wider community, and if the most at-risk members of our community would be unfairly disadvantaged if they could not access the service. There are also some fees and charges charged by Council not explicitly for the provision of a

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service, but of a punitive nature (e.g. fines) with the explicit purpose of discouraging and deterring certain behaviours.

Each year as part of the budget process, Council reviews all fees and charges and adjusts the levels as appropriate. Community-benefit fees are kept low, such that the cost of the service is not fully recovered but is instead subsidised by Council's other revenue streams. Other commercial fees & charges are set consistent with application of the user pays principle – that is, so far as is possible, the cost of providing a direct service will be offset by the fees charged.

A schedule of the current user fees and charges is presented for public consultation and feedback as part of Council's annual budget process.

4.1 Cost recovery

Setting fees and charges is often determined by a notion that the fee charged for a service should correspond with the cost of providing the service – that is the costs borne by Council in providing the service are fully recovered by the fees & charges. However this notion is balanced with Council's wish for some essential services to be accessible by the most disadvantaged members of our Community as well as the commercial reality, that our fees need to be consistent with other providers in the market to remain competitive, as well as the supply and demand realities that if the costs are set too high, the usage of the service will drop, reducing our overall income.

The full cost of delivering a service or providing a facility includes both:

- Direct Costs – those costs that can be readily and unequivocally attributed to the delivery of a service or activity because they are incurred exclusively for that particular product/activity.
- Indirect Costs (often referred to as overheads) – those costs that are not directly attributable to a single activity, but support a range of activities across Council (e.g. Information Technology costs).

Direct Costs

In line with sound financial management principles Council's systems are set up to allocate direct costs straight to the business unit providing the service. These costs include:

1. Labour – the wages and salaries of all staff directly working on that service.
2. Materials and supplies – supplies used in providing the service. This may include utilities, contractor costs and car operating expenses.
3. Administrative expenses – the office support for a service. Typically an operational unit provides a number of services, so the administrative costs of that unit will need to be allocated across the different services.
4. Equipment used in providing the service – this may include the purchase of equipment, plant hire, leasing of equipment, etc.

These costs include staff oncosts, such as allowing for annual leave, sick leave, workers' compensation payments and long service leave.

Indirect Costs (Overheads)

Council has a range of "back office" operations that are not directly tied to any service delivery (e.g. IT, Customer Service and HR). Nonetheless, these involve real costs that are incurred in supporting the delivery of Council's services.

Council allocates indirect costs to the services it provides using a pro-rata approach. That is to say, Council allocates indirect costs on a proportionate basis by using measures that are easily available, such as staff involved in the activity as a percentage of total staff, total number of computers or the service unit's share of total office floor space.

There are alternative ways to allocate indirect costs such as using Activity based costing, however

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this process can be very labour intensive and costly, while a pro rata approach delivers similar results with less effort.

4.2 Fee setting

The responsibility for setting of fees & charges resides with the managerial unit responsible for delivering the service. The fee setting is done as part of the budget process, where the impact of changing fees can be seen against the unit's bottom line.

When setting the fees & charges for the new year, the following questions must be asked.

- Do any external constraints apply? Possibilities include:
 - Other levels of Government setting a statutory price for that service, or
 - Does Council need to take into account competitive neutrality adjustments (see 17.5)
- Would setting a price based on recovering the full cost of the service be competitive with other supplies (nearby councils and/or private competitors)?
- How will a change in price impact volume of usage of that service?
- Does Council have a strategy to either:
 - Subsidise the cost of this service (setting prices below full costs)?
 - Use the service as a taxation mechanism (setting prices above the full cost level)?

4.3 Competitive Neutrality

Compared to the private sector, government departments have a number of competitive advantages and disadvantages when providing services in a competitive market. Competitive benefits may arise due to Council's taxation status or ability to subsidise a service with rates. Conversely Council may be disadvantaged due to increased red tape (additional reporting costs and legislation to comply with), limited flexibility in restructuring or comparative employment awards between the private and public sectors.

If Council deems that in the provision of any of its significant business activities it has a significant competitive advantage (or disadvantage) over the market due to its public sector ownership, then a competitive neutrality assessment may be required to be undertaken.

To undertake this assessment, the following steps are recommended by the Victorian Government's Competitive Neutrality Policy:

- Determine whether the operation is a "significant business activity" and whether Council has a net competitive advantage compared to the private sector.
- Weigh up the expected benefits and costs of introducing competitive neutrality policy measures.
- Determine if the public interest is served by implementing competitive neutrality policy measures.

If this analysis shows that a significant business activity of Council does enjoy a net competitive benefit, Council is expected to set prices that include competitive neutral adjustments.

However, under the policy, this is not required if:

The costs of applying competitive neutrality outweigh the benefits, or

Council conducts and documents a "public interest test", which involves public consultation on costed options, and identifies clear public policy objectives for providing the service at below competitive neutral prices.

Council will conduct a competitive neutrality assessment of its services on a rolling basis. To date, no services have been identified as being a significant business activity where Council has a significant net competitive advantage over the private sector. As such no competitive neutrality adjustments have been required to be implemented to increase user fees.

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4.4 Fee & Charge Principles

Council has developed a range of principles to determine the level of fees and charges to be applied to each service. Fees and charges will be reviewed on an annual basis in line with these principles:

- Fees are charged in line with State and Federal government legislation or Local Laws.
- Fees and charges are set at a level that is deemed to be fair and equitable to enable the majority of residents to access the services.
- Fees and charges are set to remain competitive with other 'like-services' available in the market.
- No fees (or low fees) are charged for some services with an aim to encourage community participation and positive health and wellbeing outcomes.
- Fees and charges that are punitive in nature, are set at a level significant enough to deter the targeted behaviour without being overly burdensome.

5. Review Period

This Revenue and Rating Plan covers the four-year period July 2021 - June 2025. It will be reviewed and amended during this 4-year period as required. An updated Revenue and Rating Plan for the subsequent four years July 2025 – June 2029 will be developed following the October 2024 Council elections.

6. Related Documents

Public Open Space Plan 2016-2031 (D16/126502)

Development Contributions Plan (D18/200154)

Lease and Licence Framework (CD17128)

Investment Strategy (to be adopted)

Rates Hardship Assistance Policy (to be adopted)

Rates Collections Policy (to be adopted)

Debtors Collection Policy (to be adopted)

7. Related Legislation

Local Government Act 2020

Local Government Act 1989

Penalty Interest Rates Act 1983

Cultural and Recreational Lands Act 1963

Valuation of Land Act 1960

Victorian Competitive Neutrality Policy

Waste Management Act (to be enacted)

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Councillor Gift Policy

Policy Details

Procedure Title	Councillor Gift Policy
Date of Adoption	Date approved by Council on (date to be inserted)
Responsible Department	Governance Unit
Purpose	<p>Banyule City Council is committed to ensuring that Councillors, Council staff and contractors act with integrity and honesty when performing their duties or while attending functions as Council representatives.</p> <p>The acceptance of gifts, benefits and hospitality can create perceptions that a Councillor, staff member or contractor's integrity has been compromised.</p> <p>This policy states Banyule's position on:</p> <ul style="list-style-type: none"> • responding to offers of gifts, benefits and hospitality; • and providing gifts, benefits and hospitality. <p>This policy is intended to support Councillors to avoid conflicts of interest and maintain high levels of integrity and public trust.</p>
Legislative Context	<p>Banyule City Council is a public body subject to the Local Government Act 2020 (LGA). The objective of the Act is to establish a legislative framework that provides for Councils to be accountable to their local communities in the performance of functions and exercise of power and use of resources.</p> <p>Section 138 requires Council to adopt a Councillor Gift Policy within the period of 6 months after this section comes into operation.</p>
Victorian Charter of Human Rights and Responsibilities Act	<p>In developing this policy, the subject matter has been considered to determine if it raises any human rights issues. In particular, whether the scope of any human right established under the Victorian Charter of Human Rights and Responsibilities Act 2006 is in any way limited, restricted or interfered with by the contents of this policy.</p> <p>It is considered that the Councillor Gifts Policy is consistent with the rights outlined in the Charter. The human rights most relevant to this policy are the rights to:</p> <ul style="list-style-type: none"> • protection of privacy and reputation (section 13)
References	<ul style="list-style-type: none"> • Local Government Victoria – Conflict of Interest Guides • IBAC Local Government Integrity Frameworks review (2019) • Victorian Ombudsman Conflicts of Interest in Local Government report (2008)
Related Policies	<ul style="list-style-type: none"> • Councillor Code of Conduct • Fraud & Corruption Control Plan
Forms	Councillors Gift Declaration Form

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Definitions and key terms used in this Policy

<p>Gift (s3 LGA)</p>	<p>Means any disposition of property otherwise than by will made by a person to another person without consideration in money or money's worth or with inadequate consideration, including—</p> <p>(a) the provision of a service (other than volunteer labour); and</p> <p>(b) the payment of an amount in respect of a guarantee; and</p> <p>(c) the making of a payment or contribution at a fundraising</p>
<p>Gifts explanation to support definition</p> <p>includes:</p> <ul style="list-style-type: none"> • Items & services • Benefits • hospitality 	<p>A gift is anything of monetary or other value that is offered by an external organisation or individual to a Councillor, Officer or contractor as a result of their role with the agency. It includes free or discounted items or services, benefits or hospitality that exceeds common courtesy. Examples include:</p> <ul style="list-style-type: none"> • A bottle of wine or spirits • Tickets to sporting events • Gift Voucher • Corporate hospitality at a corporate facility • Discounted products for personal use • Use of a holiday home • Free or discounted travel • Free training excursions • Door prize or voucher if an individual has not personally paid to attend.
<p>Gift disclosure threshold</p>	<p>A disclosable gift means any gift valued at or above \$500 or a higher prescribed amount that a relevant person received in the preceding five years if:</p> <ul style="list-style-type: none"> • the relevant person was a councillor, member of council staff or member of a delegated committee at the time the gift was received, or • the gift was an election campaign donation. <p>If multiple gifts are received from a person, they must be treated as a single gift with an aggregate value.</p> <p>A gift includes any good or service (other than volunteer labour) that is provided for free or at an inadequate price. It includes a payment or contribution at a fundraising function.</p> <p>A failure to comply is an offence that can be prosecuted in court. If found guilty a fine of up to 60 penalty units may be imposed, the value of the gift must be paid to the Council and the Councillor may be required to pay the costs of the prosecution.</p>
<p>Items or services</p>	<p>For example:</p> <ul style="list-style-type: none"> • Christmas hamper • Desk calendar • Box of chocolates • Bottle of wine • Commemorative object • Door prize at a function • Tree lopping • House painting

Benefits	<p>For example:</p> <ul style="list-style-type: none"> • Preferential treatment • Privileged access • Access to discount or loyalty programs • Promise of a new job
Hospitality	<p>Hospitality is considered a gift unless the hospitality was reasonable and you were attending the function or event in an official Council capacity.</p> <ul style="list-style-type: none"> • <u>Reasonableness test</u>: the hospitality must be of a standard and type that an independent observer would consider appropriate and not excessive. • <u>Official capacity test</u>: it must clearly be your duty as a Councillor to attend the relevant function or event. <p>Hospitality that <u>exceeds</u> common courtesies includes:</p> <ul style="list-style-type: none"> • A 'fine dining and wines' working lunch at another organisation's premises • An offer to pay for a working lunch at a café • An offer of a free spot on an industry golf day <p>Hospitality that does <u>not</u> exceed common courtesies and is therefore <u>not</u> a gift includes:</p> <ul style="list-style-type: none"> • Sandwiches and pastries over a lunchtime meeting • A cup of coffee at another organisations premises • A cup of coffee at a café (unless there is a conflict of interest)
Ceremonial gifts	<ul style="list-style-type: none"> • Ceremonial gifts are official gifts provided as part of the culture and practices of communities and government, within Australia or internationally. Ceremonial gifts are usually provided when conducting business with official delegates or representatives from another organisation, community. • Ceremonial gifts are the property of Banyule City Council, irrespective of value. The receipt of ceremonial gifts should be recorded on the register but does not need to be published online.
Gestures that are not considered gifts	<ul style="list-style-type: none"> • A souvenir received from a person or company as a result of attending a seminar or conference held, conducted or sponsored by them, for which an appropriate fee was paid to attend. For example ties, pens or mugs. • Small gestures of appreciation from the community or customers such as cut flowers from their garden or homemade baked goods. • Door prizes and raffle prizes at functions or conferences are <u>not</u> considered a gift if the individual has personally paid for their attendance, or where the individual has paid for the raffle ticket.
Internal Gifts	<p>Gifts received by Councillors from Banyule Council are not covered by this policy and do not need to be declared.</p>

	For eg. recognition gifts after the end of the Mayor term or Councillor term
Bribe	A bribe is an offer of money or other inducement made with the intention to corruptly influence a Councillor, officer or contractor in the performance of their duties. Bribery or attempted bribery of a public official is a criminal offence.
Conflict of interest	<p>The Local Government Act 2020 requires Councillors to declare General or Material Conflicts of Interest.</p> <p>A conflict of interest is a conflict between a Councillor's public duty to act in the best interest of the Council and their private interests (financial or non-financial). A conflict exists whether it is:</p> <ul style="list-style-type: none"> • Real – it currently exists • Potential – it may arise, given the circumstances • Perceived – members of the public could reasonably form the view that a conflict exists, or could arise, that may improperly influence the person's performance of their duty to the Council, now or in the future.
Contractor	Person or company supplying goods, services or works to the Council.
Token Gift (\$20 or less)	Token offers are those worth \$20 or less and include gifts, benefits or hospitality that is of inconsequential or trivial value to both the person making the offer and the individual. They include promotional items such as a pen, note pad, or key ring, and modest hospitality that would be considered a basic courtesy, such as light refreshments during a meeting.
Value	Value means the face value or estimated retail value.
Legitimate Business Reason	<p>A legitimate business reason is a business purpose that furthers official business or other legitimate goals of the Council.</p> <p>The following are not legitimate business reasons:</p> <ul style="list-style-type: none"> • 'it would have been impolite to refuse • 'Refusal would offend' (except in compelling circumstances that are in the public interest, for example accepting a gift onstage at an official ceremony) • 'Networking' • 'Maintaining stakeholder relationships'

Policy

1. Scope

This policy sets out the Council's standards and procedures for responding to gift offers. It applies to all Councillors of Banyule City Council.

2. Aim

The aim of this policy is to provide clear guidelines to ensure Councillors are not compromised in the performance of their duties by accepting gifts or benefits which may result in a sense of obligation or could be interpreted as an attempt to influence. This helps to protect and promote public confidence in the integrity of the Council.

3. Key principles and accountabilities

The key principles are:

- **Obligations:** Councillors act in accordance with their respective obligations with good governance.
- **Public interest:** Councillors have a duty to act in the public interest above their private interests when carrying out their official functions, in compliance with this policy.
- **Culture of integrity:** Banyule City Council fosters a culture of integrity with Councillors declare all gifts.
- **Risk-based:** The Council's risk in relation to gift offers are assessed, managed and monitored.
- **Accountability:** The Council's procedures are transparent and accountable. Councillors are accountable for Declaring all gifts, and Declaring declined gifts, or where an exception applies under this policy.

Consistent with the Minimum Accountabilities

The Victorian Public Sector Commission has set binding minimum accountabilities for the appropriate management of gifts, benefit and hospitality. The Council's policy is also consistent with the Department of Environment, Land, Water and Planning (DWELP) model policy on *Gifts, benefits and hospitality – responding to gift offers*, which is published by the DWELP.

This policy also incorporates the recommendations from the IBAC review of Local Government Integrity Frameworks 2019. A self-assessment was undertaken in 2019 and reported to Council's Audit & Risk Committee. This Policy has included all the recommendations for good practice.

Conflicts of Interest in Local Government – Victorian Ombudsman - That councils have clear rules on accepting gifts and hospitality. All gifts and hospitality, however trivial, should be declared.

4. Prohibited gifts

Any Gifts that is inconsistent with **community values and** could bring a Councillor's **integrity**, or that of the Council into disrepute (eg. if accepting a gift could be perceived as an endorsement of a product or service) must be declined. All Councillors must refuse the following gift offers:

4.1 Gift Disclosure threshold

Councillors are prohibited from accepting gifts that equal or exceed the gift disclosure threshold unless they know the name and address of the person making the gift.

4.2 Anonymous Gifts

s137 Local Government Act 2020 - Anonymous gift not to be accepted

1. Subject to subsection (2), a Councillor must not accept, directly or indirectly, a gift for the benefit of the Councillor the amount or value of which is equal to or exceeds the gift disclosure threshold unless—
 - (a) the name and address of the person making the gift are known to the Councillor; or
 - (b) at the time when the gift is made—
 - (i) the Councillor is given the name and address of the person making the gift; and
 - (ii) the Councillor reasonably believes that the name and address so given are the true name and address of the person making the gift.

Penalty: 60 penalty units.

- (2) If the name and address of the person making the gift are not known to the Councillor for whose benefit the gift is intended, the Councillor is not in breach of subsection (1) if the Councillor disposes of the gift to the Council within 30 days of the gift being received.
- (3) In addition to the penalty specified in subsection (1), a Councillor who is found guilty of a breach of that subsection must pay to the Council the amount or value of the gift accepted in contravention of that subsection.

If for any reason a Councillor finds themselves in possession of a gift when they don't know the name and address of the person who gave the gift, the Councillor can give the gift to the Council within 30 days to avoid committing an offence.

4.3 Conflict of Interest

Councillors are prohibited from accepting a gift that creates a conflict of interest (real, potential or perceived).

4.3 Money or equivalent

This includes gif cards (eg. gift vouchers) or those easily converted into money (eg. shares).

4.4 Regulatory processes

Where a Council regulatory process is underway (eg a planning permit application; infringement appeal) a Councillor should not accept any gifts from any individual or group that may be involved with the permit application or regulatory activity.

4.5 Bequests/Wills

Any bequests to Councillors resulting from their position with Council must not be accepted. Arrangements may be made to donate the bequest to a charitable institution in the name of the donor or returned to the immediate family.

4.6 Fly buy/Frequent Flyer

Councillors must not collect rewards for personal use via rewards programs for any Council related transactions (i.e.: fly buys or frequent flyers). This relates to any claims for reimbursement of expenses incurred in accordance with the Council Expense Policy.

4.7 Procurement & Tender Process

Councillors must not accept any gifts, benefits and hospitality from a current or prospective supplier or any offer that is made during a procurement or tender process by a person or organisation involved in the process.

Where gifts are received or there are irregular approaches from suppliers, the Councillors must notify the Mayor and CEO and lodge a gift declaration form, so their refusal/action can be properly recorded.

Councillors must not visit a current supplier's premises without invitation and when not on official business.

4.8 Recording prohibited gift offers

To assist the Council in monitoring the frequency and nature of prohibited gifts, it is essential that all such offers are disclosed. Councillors must lodge a gift declaration form and details will be included in the register.

4.9 Consequence of accepting prohibited gifts

Accepting a prohibited gift may constitute misuse of a Councillor's position, a breach of this policy may result in serious misconduct allegations for Councillors. In addition, if the gift was offered with the expectation of something in return, such as preferential treatment, accepting it may constitute a bribe or other form of corruption and lead to criminal prosecution.

5. Attempts to bribe

A Councillor who receives a gift offer that they believe is an attempted bribe must refuse the offer. They must:

- Immediately notify the CEO and lodge a gift declaration form, so their refusal can be properly recorded,
- Report the matter to the CEO or Public Interest Disclosure Co-ordinator (Manager Governance & Communication) (who should report any criminal or corrupt conduct to Victoria Police or the Independent Broad-based Anti-corruption Commission).
- A Councillor who believes another person within the Council may have solicited or been offered a bribe which they have not reported, must notify the CEO or report the matter as a public interest disclosure in accordance with Councils Public Interest Disclosure Procedures.

6. No soliciting of gifts

Councillors must not solicit gifts for themselves or anyone else, in any form. To do so may constitute misuse of their position. It may also constitute corruption and lead to criminal prosecution.

7. Gestures that are not gifts

Individuals may accept gestures without approval or declaring the offer on the Banyule City Council Gift Register.

An example of a gesture is an object with no monetary value such as flowers cut from the person's garden or homemade baked goods.

A gesture may also be a souvenir received from a person or company as a result of attending a seminar or conference held, conducted or sponsored by them, for which an appropriate fee was paid to attend. An example of this is a tie, pen or mug.

Door prizes and raffle prizes at functions or conferences are not considered a gift if the individual has personally paid for their attendance, or where the individual has paid for the raffle ticket.

8. Gift offers

Under \$20	Councillors may generally accept token offers without approval or declaring the offer on Council's register, as long as the offer does not create a conflict of interest or lead to reputational damage e.g. where there have been repeated, regular offers.
Gift offers over \$20	<p>Councillors are to refuse gift offers that:</p> <ul style="list-style-type: none"> • Are likely to influence them, or would be perceived to influence them, in the course of their duties, • Are likely to raise a conflict of interest, whether actual, potential or perceived, • Are made by a person or organisation about which they will likely to make a decision, • Are likely to be a bribe, • Have no legitimate business benefit, • Consist of money, gift vouchers or something easily converted into money, • Could be perceived to be an endorsement of a product or service and will bring the individual or Council into disrepute, • Are made in secret.

9. Declaration of accepted/declined gifts

1. Complete the Gift Declaration form within 7 days of the offer
2. Gifts over \$50 remains the property of the Council until otherwise determined.

Forms

Declarations must be made on Council's declaration form.

10. Hospitality & Conferences

Gift offers of hospitality that exceed common courtesy must be avoided are often inconsistent with community expectations and have a high risk of creating a conflict of interest. Examples of gift offers of hospitality that exceed common courtesies include:

- Attending as a guest in a corporate box at the football or races
- Attending a concert or theatre event
- Attending an industry golf day at a reduced fee
- Being 'shouted' a meal at a restaurant
- Accepting discounted or complimentary tickets for a family member to attend the tennis

Reasonable hospitality does not need to be declared. See the definitions of Hospitality.

Conferences

Gift offers in relation to conferences (sponsored attendance, participation, travel or accommodation) must be declined unless there is:

- Clear justification, such as where the invitation is issued by a government department or the offeror is a peak body, and
- Prior written approval granted by the CEO (Mayor for Councillors, CEO for Mayor) or other responsible person. The signed and dated approval must be attached to the gift offer declaration and noted in the gifts register.

11. The G.I.F.T. Test – Conflict of Interest & reputational risks

Deciding whether to accept an offer, Councillors should first consider if the offer could be perceived as influencing them in performing their duties or lead to reputational damage. The more valuable the offer, the more likely that a conflict of interest or reputational risk exists.

Developed by the Victorian State Services Commission, the GIFT test is a good example of what to think about when deciding whether to accept or decline a gift, benefit or hospitality.

G	Giver	<p>Who is providing the gift, benefit or hospitality and what is their relationship to me?</p> <p>Does my role require me to select contractors, award grants, regulate industries or determine government policies? Could the person or organisation benefit from a decision I make?</p>
I	Influence	<p>Are they seeking to gain an advantage or influence my decisions or actions?</p> <p>Has the gift, benefit or hospitality been offered to me publicly or privately? Is it a courtesy or a token of appreciation or valuable non-token offer? Does its timing coincide with a decision I am about to make?</p>
F	Favour	<p>Are they seeking a favour in return for the gift, benefit or hospitality?</p> <p>Has the gift, benefit or hospitality been offered honestly? Has the person or organisation made several offers over the last 12 months? Would accepting it create an obligation to return a favour?</p>
T	Trust	<p>Would accepting the gift, benefit or hospitality diminish public trust?</p> <p>How would the public view acceptance of this gift, benefit or hospitality? What would my colleagues, family, friends or associates think?</p>

12. Corporate gifts

In certain cases it may be appropriate for example as a thank you to provide corporate gifts to individuals or organisations on behalf of the Council. These should be limited to token gifts. Each case will be dealt with on its individual merits. The practice of giving gifts should not be common or frequent. Approval must be obtained from the CEO.

13. Donations and Bequests of Gifts to Council

Banyule Council may be offered or bequested gifts or donations. Such gifts include:

- Real property
- Donations
- Art work
- Free Training & Services

Banyule City Council does not encourage and will not automatically accept a gift or donation. Given the potential for a vast range in terms of quality, relevance and the ongoing responsibility and maintenance requirements, Council reserves the right to decline the offer.

Bequests

In relation to Bequests, consideration will be given to:

- The expressed wishes and intentions of the bequestor, as outlined in the will, are paramount in determining the purpose for which the gift will be used.
- Where Council is unable to honour the intentions of the will, all appropriate legal measures will be taken to determine a purpose for the gift that most closely aligns to the bequestor's intentions.

14. Disclosure requirements

- A Councillor must disclose any gift valued at \$500 or more in their biannual personal interest return unless the gift is from a family member.
- A Councillor who has a conflict of interest as a result of receiving a gift or gifts from a person must disclose the conflict of interest in accordance with the procedures outlined in the Governance Rules.
- Gifts above the gift disclosure threshold that are election campaign donations must be disclosed in an election campaign donation return.
- Gifts must also be disclosed in the Councillor gift register.

15. Gifts, Benefits & Hospitality Register

The Governance Unit maintains the Gifts Register for all gift declarations (for Councillors, Staff and Contractors).

Gifts accepted or declined over \$20 will be included in the register. The Register contains:

- A description of the gift and its estimated value
- The name of the gift giver
- What was done with the gift (was it retained by the Councillor, handed to the council, etc.)
- Gifts Declined
- Gifts offers from suppliers (irregular approaches from suppliers)

In accordance with the Banyule Public Transparency Policy, the Gifts Register will be available on Council's website.

Consideration will be given to maintaining reasonable confidentiality in situations where public disclosure will prejudice a proposed development or business venture, legal advice or legal proceedings.

The Manager Governance & Communication is to monitor the Gifts Register and report 6 monthly to the Executive Team on any identified systematic pattern of gifts offered and accepted to ensure that unacceptable cultures do not develop within sections of the Council. A report is to be presented annually to the Audit & Risk Committee.

16. Contacts for further information

A conflict of interest resulting from the acceptance of a gift, benefit or hospitality is not always clear to those who have them. Councillors who are unsure about the acceptance of a gift, benefit or hospitality, or the application of this policy, should speak with the CEO or Manager Governance & Communication.